



Jarad L. Hildenbrand  
City Manager

Wayne Winthers  
Interim City Attorney

Pamela Coleman  
City Clerk

# AGENDA

## Orange City Council September 09, 2025

### 6:00 PM Regular Session

**City Council Chamber  
300 E. Chapman Avenue  
Orange, CA 92866**

DAN SLATER  
Mayor

DENIS BILODEAU  
Mayor pro tem, District 4

ARIANNA BARRIOS  
Councilmember, District 1

JON DUMITRU  
Councilmember, District 2

KATHY TAVOULARIS  
Councilmember, District 3

ANA GUTIERREZ  
Councilmember, District 5

JOHN GYLLENHAMMER  
Councilmember, District 6

The City of Orange City Council welcomes you to this meeting and encourages your participation. Regular City Council meetings are held on the second and fourth Tuesday of each month at 6:00 p.m.

#### Agenda Information

The agenda contains a brief general description of each item to be considered. The City Council may take legislative action deemed appropriate with respect to the item and is not limited to the recommended action indicated in staff reports or the agenda. The agenda and supporting documentation is available after 4:00 p.m. on the Thursday prior to the Council meeting on the City's website at [www.cityoforange.org](http://www.cityoforange.org), at the City Clerk's Office located at 300 E. Chapman Avenue, and at the Main Public Library located at 407 E. Chapman Avenue. Written materials relating to an item on the agenda that are provided to the City Council after agenda packet distribution and within 72 hours before Council is to consider the item will be made available for public inspection in the City Clerk's Office during normal business hours; at the City Council meeting; and made available on the City's website.

#### Public Participation

Regular meetings are televised live on Spectrum Cable Channel 3 and AT&T U-verse Channel 99, and streamed live and on-demand on the City's website at [www.cityoforange.org](http://www.cityoforange.org).

Pursuant to Government Code Section 54954.3, members of the public may address the City Council on any agenda item before or during Council's consideration of the item, and on any other matters within the City Council's jurisdiction by using any of the following methods:

##### 1) In-Person

To speak on an item on the agenda, complete a speaker card indicating your name, address, and identify the agenda item number or subject matter you wish to address. The card should be given to the City Clerk prior to the start of the meeting. General comments are received during the "Public Comments" section at the beginning of the Regular Session. No action may be taken on off-agenda items unless authorized by law. Public Comments are limited to three (3) minutes per speaker unless a different time limit is announced. It is requested that you state your name for the record, then proceed to address the City Council. All speakers shall observe civility, decorum, and good behavior.

*(Continued on page 2)*

**2) Written Public Comments via eComment**

Members of the public can submit their written comments electronically for City Council consideration by using the eComment feature on the Agenda page of the City's website at [www.cityoforange.org](http://www.cityoforange.org). To ensure distribution to the City Council prior to consideration of the agenda, we encourage the public to submit written comments by 3:00 p.m. the day of the meeting. All written comments will be provided to the Council for consideration and posted on the City's website after the meeting.

**3) Public Comments via recorded voicemail message**

Finally, the public can record their comments by calling (714) 744-2234 no later than 3:00 p.m. the day of the meeting. Recorded messages will not be played at the meeting, but will be provided to the Council.

In accordance with Ordinance No. 10-01, any person making personal, impertinent, slanderous or profane remarks or who becomes boisterous while addressing the Council shall be called to order by the Mayor. If such conduct continues, the Mayor may order the person barred from addressing the City Council further during that meeting, unless permission to continue is granted by a majority vote of the Council.

Please contact the City Clerk's Office at (714) 744-5500 with any questions.

ADA Requirements: In compliance with the Americans with Disabilities Act, if you need accommodations to participate in this meeting, please contact the City Clerk's office at (714) 744-5500. Notification at least 48 hours in advance of meeting will enable the City to make arrangements to assure accessibility to this meeting.

***REMINDER: Please silence all electronic devices while City Council is in session.***



**6:00 PM REGULAR SESSION****1. OPENING/CALL TO ORDER****1.1 INVOCATION**

Pastor Orlando Barela, Household of Faith Family Church

**1.2 PLEDGE OF ALLEGIANCE**

Councilmember Jon Dumitru

**1.3 ROLL CALL****1.4 PRESENTATIONS/ANNOUNCEMENTS**

Proclamation recognizing September 15–October 15 as National Hispanic Heritage Month.

**Attachments:**     [Staff Report](#)  
                              [Draft Proclamation](#)

**Presentation by Young Life Orange.**

**1.5 REPORT ON CLOSED SESSION ACTIONS****2. PUBLIC COMMENTS**

At this time, members of the public may address the Council on matters not listed on the agenda within the subject matter jurisdiction of the City Council, provided that NO action may be taken on off-agenda items unless authorized by law. Public Comments are limited to three (3) minutes per speaker unless a different time limit is announced.

**3. CONSENT CALENDAR**

All items on the Consent Calendar are considered routine and are enacted by one motion approving the recommended action listed on the Agenda. Any member of the City Council, staff, or the public may request an item be removed from the Consent Calendar for discussion or separate action. Unless otherwise specified in the request to remove an item from the Consent Calendar, all items removed shall be considered immediately following action on the remaining items on the Consent Calendar.

**3.1. Waive reading in full of all ordinances on the Agenda.****Recommended Action:**

Approve.

**Attachments:**     [Staff Report](#)

- 3.2. Confirmation of accounts payable warrant registers dated August 7, 12, 14, 21, and 26, 2025 and payroll check warrants dated August 1, 15, and 29, 2025.

**Recommended Action:**

Ratify the accompanying registers.

**Attachments:**     [Staff Report](#)  
                              [August 1, 2025 Payroll Warrant Information](#)  
                              [August 15, 2025 Payroll Warrant Information](#)  
                              [August 29, 2025 Payroll Warrant Information](#)  
                              [August 7, 2025 Warrant Writing Register](#)  
                              [August 12, 2025 Warrant Writing Register \(FY25\)](#)  
                              [August 14, 2025 Warrant Writing Register](#)  
                              [August 21, 2025 Warrant Writing Register](#)  
                              [August 26, 2025 Warrant Writing Register \(FY25\)](#)

- 3.3. Approval of minutes of the City of Orange City Council Regular Meeting held on August 26, 2025.

**Recommended Action:**

Approve minutes as presented.

**Attachments:**     [Staff Report](#)  
                              [August 26, 2025, Regular Meeting minutes](#)

- 3.4. Agreement with The Jungle Nursery, Inc. for weed abatement services for Fiscal Year 2025-2026.

**Recommended Action:**

Approve the agreement with The Jungle Nursery, Inc. in the amount of \$106,409 for weed abatement services; and authorize the Mayor and City Clerk to execute on behalf of the City.

**Attachments:**     [Staff Report](#)  
                              [Attachment 1 FY26 Weed Abatement Services Agreement](#)  
                              [Attachment 2 FY26 The Jungle Weed Abatement Services Pricing](#)  
                              [Attachment 3 Weed Abatement City Parcel Maps](#)

- 3.5. Agreement with the Municipal Water District of Orange County to share consultant costs for completion of the 2025 Urban Water Management Plan.

**Recommended Action:**

Approve the agreement with the Municipal Water District of Orange County in the amount of \$46,663 for preparation of 2025 Urban Water Management Plan and Water Shortage Contingency Plan; and authorize the City Manager and City Clerk to execute on behalf of the City.

**Attachments:**     [Staff Report](#)  
                              [2025 UWMP Cost Sharing Agreement](#)

- 3.6.    **Third Amendment to Agreement with OpenGov, Inc. for the City's budgeting and financial planning program, extending services for two years in the amount of \$187,000.**

**Recommended Action:**

Approve the Third Amendment to the agreement with OpenGov, Inc. for budgeting and financial planning software tools in the amount of \$187,000, including \$12,000 in additional services for configuration of the City's restructured chart of accounts; and authorize the Mayor and City Clerk to execute on behalf of the City.

**Attachments:**     [Staff Report](#)  
                              [Third Amendment to agreement with OpenGov](#)

- 3.7.    **Approval of plans and specifications for Annual Pipeline Renewal project and authorization to advertise for bids; and finding of California Environmental Quality Act (CEQA) exemption.**

**Recommended Action:**

1. Approve the plans and specifications and authorize advertising for Bid. No. 25-26.04, Annual Pipeline Renewal project.
2. Find the project Categorically Exempt from the California Environmental Quality Act per Guidelines Section 15302.

**Attachments:**     [Staff Report](#)  
                              [Location Map](#)

- 3.8.    **Notice of Completion and Acceptance for Chapman Avenue and Batavia Street Left-Turn Signal Modification; Bid No. 22-23.18 (SP-4036).**

**Recommended Action:**

1. Accept Chapman Avenue and Batavia Street Left-Turn Signal Modification as complete.
2. Authorize City Clerk to file Notice of Completion with the Orange County Clerk-Recorder's Office.

**Attachments:**     [Staff Report](#)  
                              [Notice of Completion and Acceptance](#)

- 3.9. Second Reading and adoption of an Ordinance of the City Council of the City of Orange amending Title 17 (Zoning) of the Orange Municipal Code to allow the sale and service of alcoholic beverages in conjunction with the operation of a bona fide restaurant as a permitted use in certain zoning districts subject to special use regulations. Ordinance No. 13-25.

**Recommended Action:**

Adopt Ordinance No. 13-25.

**Attachments:**     [Staff Report](#)  
                             [Ordinance No. 13-25](#)

- 3.10. A Pledge to Become a Clean California Community. Resolution No. 11631.

**Recommended Action:**

1. Adopt Resolution No. 11631. A Resolution of the City Council of the City of Orange pledging to be a Clean California Community.
2. Authorize staff to submit the pledge on the Mayor and Council's behalf.
3. Authorize staff to prepare and apply for the Clean California Community Program, administered by the California Department of Transportation, which includes competitive grant opportunities.

**Attachments:**     [Staff Report](#)  
                             [Resolution No. 11631](#)  
                             [Community Designation Checklist](#)

**END OF CONSENT CALENDAR**

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**4. REPORTS FROM MAYOR SLATER**

- 4.1. Discussion on implementation of Grant Thornton recommendations.

**5. REPORTS FROM COUNCILMEMBERS**

An opportunity for Councilmembers to make a brief announcement, report, or request. Pursuant to Government Code Section 54954.2(a)(3), no action(s) or discussion(s) shall be undertaken on any item not appearing on the posted agenda.

- 5.1. Consideration of a resolution adopting a position of opposition to Proposition 50 on the November 2025 Special Election ballot. (Bilodeau)

**Recommended Action:**

Deliberate and consider adoption of proposed resolution.

**Attachments:**     [Staff Report](#)  
                             [Draft sample resolution](#)

**6. AB 1234 REPORTS**

This is the time for all AB 1234 reports required pursuant to Government Code Section 53232.3(d) on meetings and conferences attended at the City's expense.

**7. REPORTS FROM CITY MANAGER****8. PUBLIC HEARINGS**

- 8.1. Public Hearing to consider a proposal to construct a new warehouse facility at 534 E. Struck Avenue. Applicant: Prologis, Nicole Torstvet.**

**Recommended Action:**

1. Conduct and close the Public Hearing.
2. Adopt Resolution No. 11633. A Resolution of the City Council of the City of Orange approving Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) for the demolition of an existing 40,000 square-foot manufacturing facility and construction of a new 213,572 square-foot warehouse facility that includes 199,572 square feet of warehouse and 14,000 square feet of office space, a 450 square-foot detached pump house, and related site improvements, located at 534 W. Struck Avenue.

**Attachments:**     [Staff Report](#)  
[Attachment 1 Resolution No. 11633](#)  
[Attachment 2 Vicinity Map](#)  
[Attachment 3 Existing Site Photographs](#)  
[Attachment 4 Project Plans, received August 5, 2025](#)  
[Attachment 5 Draft EIR No. 1870-20, dated March 2023](#)  
[Attachment 6 Final EIR No. 1870-20 \(SCH No. 2021090399\), dated June 28, 2023](#)  
[Attachment 7 Final EIR No. 1870-20 Technical Appendices](#)  
[Attachment 8 Environmental Review No 1889, Addendum to Certified EIR \(SCH No. 2021090399\)](#)  
[Attachment 9 Environmental Review No. 1889, Addendum to Certified EIR \(SCH No. 2021090399\) Technical Appendices](#)  
[Attachment 10 Design Review Committee Staff Report dated May 7, 2025](#)  
[Attachment 11 Design Review Committee Meeting Minutes dated May 7, 2025](#)  
[Attachment 12 Planning Commission Resolution No. PC 09-25](#)  
[Attachment 13 Planning Commission Staff Report dated July 21, 2025](#)  
[Attachment 14 Planning Coimmission Minutes dated July 21, 2025](#)  
[Attachment 15 Written Public Comment from the July 21, 2025 Planning Commission Meeting](#)

- 8.2. **Public Hearing to consider Introduction and First Reading of an ordinance establishing farmworker/employee housing as a permitted land use for certain qualifying properties and finding of California Environmental Quality Act (CEQA) exemption. Ordinance No. 14-25.**

**Recommended Action:**

1. Conduct and close the public hearing.
2. Introduce and conduct First Reading of Ordinance No. 14-25. An Ordinance of the City Council of the City of Orange amending Title 17 of the Orange Municipal Code to comply with the Employee Housing Act (Health and Safety Code Sections 17000-17062.5) regarding farmworker and employee housing.
3. Find the ordinance categorically exempt from the California Environmental Quality Act (CEQA) per State CEQA Guidelines Sections 15061(b)(3).

**Attachments:**     [Staff Report](#)  
[Attachment 1 - Ordinance No. 14-25](#)  
[Attachment 2 - Planning Commission Staff Report, July 21, 2025](#)  
[Attachment 3 – Planning Commission Meeting Minutes, July 21, 2025](#)  
[Attachment 4 - Agricultural Zones on Zoning Maps](#)

**9. ADMINISTRATIVE REPORTS**

- 9.1. Approve a three-year professional services agreement with Townsend Public Affairs, Inc. for legislative advocacy and grant writing services.**

**Recommended Action:**

Approve the agreement with Townsend Public Affairs, Inc. in the amount of \$342,000 for legislative advocacy and grant writing services; and authorize the Mayor and City Clerk to execute on behalf of the City.

**Attachments:**     [Staff Report](#)  
                             [Professional Services Agree - Townsend Public Affairs - FINAL](#)

- 9.2. Re-organization of positions within the Community Development Department and Information Technology Department.**

**Recommended Action:**

The following recommended actions pertaining to Community Development Block Grant funds are contingent upon the City Council appropriating the awarded Community Development Block Grant funds into the Fiscal Year 2025-2026 budget:

1. Approve the reclassification of an underfilled Associate Planner position to an Assistant Planner and the reclassification of an Administrative Assistant position to an Administrative Analyst I effective September 21, 2025.
2. Approve the following Fixed Cost Distribution change for the Administrative Analyst I:
  - 89% 100-6001-51002
  - 11% 310-6001-51002
3. Approve the following transfers:
  - a. Reduce expenditure account 310-6410-55999 - Other Prof/Technical Services by \$15,900
  - b. Increase expenditure account number 310-6410-51002 - Regular Salaries-Miscellaneous by \$15,900
4. Approve the reclassification of the vacant Information Technology Specialist position to a Senior Administrative Analyst (IT Business Analyst) position effective September 21, 2025.

**Attachments:**     [Staff Report](#)  
                             [Existing and Proposed Community Development Organization Chart](#)  
                             [Existing and Proposed Information Technology Department Organization Chart](#)

- 9.3. Results of the Cost Allocation and Draft Fee Study.**

**Recommended Action:**

1. Receive and file the Cost Allocation Plan and Draft User Fee Study.
2. Provide staff with direction on the Draft User Fee Study.

**Attachments:**     [Staff Report](#)  
                              [Cost Allocation Plan Report](#)  
                              [Draft User Fee Study Report](#)  
                              [Draft Master Fee Schedule](#)

## **10. LEGAL AFFAIRS**

### **10.1. Introduction and First Reading of Ordinance No. 15-25 amending Section 12.48.105 of the Orange Municipal Code, Park Ordinance – Permits Required.**

**Recommended Action:**

Introduce and conduct First Reading of Ordinance No. 15-25. An Ordinance of the City Council of the City of Orange amending Section 12.48.105 of the Orange Municipal Code.

**Attachments:**     [Staff Report](#)  
                              [Ordinance No. 15-25](#)  
                              [Ordinance No. 15-25 \(redline\)](#)

## **11. ADJOURNMENT**

The next Regular City Council meeting will be held on Tuesday, September 23, 2025, at 6:00 p.m., in the Council Chamber, with Closed Session beginning at 5:00 p.m., if necessary.

I, Pamela Coleman, CMC, City Clerk for the City of Orange, do hereby declare, under penalty of perjury, that a full and correct copy of this agenda was posted pursuant to Government Code Section 54950 et. seq., at the following locations: Orange Civic Center kiosk and Orange City Clerk's Office at 300 E. Chapman Avenue, Orange Main Public Library at 407 E. Chapman Avenue, Police facility at 1107 N. Batavia Street, and uploaded to the City's website [www.cityoforange.org](http://www.cityoforange.org).

Date posted: September 4, 2025





# Agenda Item

## Orange City Council

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**Item #:**

9/9/2025

**File #:** 25-0515

---

### **1. SUBJECT**

Proclamation recognizing September 15-October 15 as National Hispanic Heritage Month.

### **2. SUMMARY**

Recognize September 15 through October 15, 2025 as National Hispanic Heritage Month to honor the achievements of Hispanic Americans.

A draft proclamation is attached to the staff report. The final proclamation will be presented to the Lorenzo Ramirez family during the meeting.

### **3. ATTACHMENT**

- Draft Proclamation



# Agenda Item

## Orange City Council

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**Item #:**

9/9/2025

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Proclamation recognizing September 15-October 15 as National Hispanic Heritage Month.

### **2. SUMMARY**

Recognize September 15 through October 15, 2025 as National Hispanic Heritage Month to honor the achievements of Hispanic Americans.

A draft proclamation is attached to the staff report. The final proclamation will be presented to the Lorenzo Ramirez family during the meeting.

### **3. ATTACHMENT**

- Draft Proclamation

# Proclamation

## Commemorating

# The Lorenzo Ramirez Family

in honor of National Hispanic Heritage Month 2025

**WHEREAS**, National Hispanic Heritage Month was first observed in 1968 as Hispanic Heritage Week under President Lyndon Johnson, and was later expanded by President Ronald Reagan in 1988 to cover a thirty-day period where we celebrate and recognize the history, culture, and contributions of American citizens whose ancestors came from Spain, Mexico, the Caribbean, and Central and South America. National Hispanic Heritage Month reminds us that America's identity is a fabric of diverse traditions and societies woven together; and

**WHEREAS**, the theme for 2025 is "Collective Heritage: Honoring the Past, Inspiring the Future"; and

**WHEREAS**, our country has drawn strength and insight from Hispanic writers, scientists, soldiers, doctors, entrepreneurs, academics and leaders in labor and government. Our culture has been enriched by the rhythms, art, food, literature, and creativity of Hispanic peoples; and

**WHEREAS**, during National Hispanic Heritage Month we reaffirm that diversity is one of our country's greatest strengths where Hispanic Americans are the largest minority group in the United States today and largest ethnic group in California; and

**WHEREAS**, our Hispanic community has always been and continues to be deeply rooted in California's history, identity, and success. From the state's beginnings to the present day, generations of Hispanics helped build our state and shape our social, political, and economic landscape; and

**WHEREAS**, Orange County forever became a part of the Hispanic influence and struggle as it set precedent in 1946 with the federal court case Mendez, et al. v. Westminster School District of Orange County, et al., where five Hispanic families, one being the Lorenzo Ramirez Family of El Modena, challenged their local public school districts to cease their discriminatory practices against the pupils of Mexican decent. The ninth circuit court of appeals upheld the ruling of the unconstitutionality of the forced segregation of Mexican American students into separate "Mexican schools", hence paving the way for Brown v. Board of Education in 1954 which ended segregation in the United States; and

**WHEREAS**, this month we carry on the important work of honoring Hispanic heritage. Let us give thanks to the Lorenzo Ramirez Family from El Modena whose bravery helped shape this country and who continue to fight for equality and justice for all. Let us lift up the past, present, and future contributions of all Hispanics to our Nation's great story.

**NOW, THEREFORE, I, Dan Slater, Mayor of the City of Orange**, and the entire City Council, do hereby recognize September 15-October 15 as National Hispanic Heritage Month to honor the achievements of Hispanic Americans.

**DATED** this 9th day of September 2025.



# Agenda Item

## Orange City Council

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**Item #:** 3.1.

**9/9/2025**

**File #:** 25-0484

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Pamela Coleman, City Clerk/City Clerk Services Director

### 1. SUBJECT

Waive reading in full of all ordinances on the Agenda.

### 2. SUMMARY

This item asks the City Council to waive the reading in full of all ordinances on the agenda (if any) and approve their reading by title only.

State law requires that all ordinances be read in full either at the time of the introduction or at the time of passage, unless a motion waiving further reading is adopted by a majority of the City Council (Gov. Code § 36934).

### 3. RECOMMENDED ACTION

Approve.

### 4. ATTACHMENTS

- None



# Agenda Item

## Orange City Council

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**Item #:** 3.1.

**9/9/2025**

**File #:** 25-0484

---

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Pamela Coleman, City Clerk/City Clerk Services Director

### 1. SUBJECT

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This item asks the City Council to waive the reading in full of all ordinances on the agenda (if any) and approve their reading by title only.

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### 3. RECOMMENDED ACTION

Approve.

### 4. ATTACHMENTS

- None



# Agenda Item

## Orange City Council

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**Item #:** 3.2.

**9/9/2025**

**File #:** 25-0505

---

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Trang Ngueyn, Finance Director

### 1. SUBJECT

Confirmation of accounts payable warrant registers dated August 7, 12, 14, 21, and 26, 2025 and payroll check warrants dated August 1, 15, and 29, 2025.

### 2. SUMMARY

Per Government Code Section 37208, the accounts payable warrant writings and payroll check warrants for the above listed dates are submitted for approval by the City Council.

### 3. RECOMMENDED ACTION

Ratify the accompanying registers.

### 4. DISCUSSION AND BACKGROUND

Government Code Section 37208(a) provides that payroll warrants or checks need not be audited by the legislative body prior to payment. Payrolls shall be presented to the legislative body for ratification and approval at the first meeting after delivery of the payroll warrants or checks. The sum of payroll warrants and checks issued is noted in the attachments.

Government Code Section 37208(b) provides that accounts payable warrants or checks drawn in payment of demands certified or approved by the city clerk as conforming to a budget approved by ordinance or resolution of the legislative body need not be audited by the legislative body prior to payment. The checks issued in the attached warrant registers have been certified to be in accordance with the City's approved budget.

### 7. ATTACHMENTS

- August 1, 2025 Payroll Warrant Information
- August 15, 2025 Payroll Warrant Information
- August 29, 2025 Payroll Warrant Information
- August 7, 2025 Warrant Writing Register
- August 12, 2025 Warrant Writing Register (FY25)
- August 14, 2025 Warrant Writing Register

- August 21, 2025 Warrant Writing Register
- August 26, 2025 Warrant Writing Register (FY25)



# Agenda Item

## Orange City Council

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**Item #:** 3.2.

**9/9/2025**

**File #:** 25-0505

---

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Trang Ngueyn, Finance Director

### 1. SUBJECT

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- August 21, 2025 Warrant Writing Register
- August 26, 2025 Warrant Writing Register (FY25)



**City of Orange**  
**Finance Department - PAYROLL**

**PAYROLL WARRANT INFORMATION**

<b>PAY PERIOD:</b>	to
<b>PAYCHECK DATE:</b>	
<b>TOTAL AMOUNT (CHECKS &amp; DIRECT DEPOSIT) :</b>	
<i>Total Employees Paid:</i>	<i>Total Vendors Paid :</i>

<b>Requestor Signature:</b>
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In accordance with Government Code Section 37202, I hereby certify and attest that the referenced demand conforms with the approved budget. I also certify and attest to the accuracy of the demands and the availability of funds for payment thereof.

Please review and approve before: \_\_\_\_\_

<b>Date:</b> _____  _____ <div style="text-align: right;"><i>Trang Nguyen,</i> <i>Finance Director</i></div>	<b>Comments:</b>
<b>Date:</b> _____  _____ <div style="text-align: right;"><i>Pamela Coleman,</i> <i>City Clerk</i></div>	<b>Comments:</b>



**City of Orange**  
**Finance Department - PAYROLL**  
**PAYROLL WARRANT INFORMATION**

<b>PAY PERIOD:</b>	to
<b>PAYCHECK DATE:</b>	
<b>TOTAL AMOUNT (CHECKS &amp; DIRECT DEPOSIT) :</b>	
<i>Total Employees Paid:</i>	<i>Total Vendors Paid :</i>

<b>Requestor Signature:</b>
-----------------------------

**In accordance with Government Code Section 37202, I hereby certify and attest that the referenced demand conforms with the approved budget. I also certify and attest to the accuracy of the demands and the availability of funds for payment thereof.**

**Please review and approve before: \_\_\_\_\_**

<b>Date:</b> _____   <div style="text-align: right; margin-top: 20px;">             _____  <i>Trang Nguyen,</i>  <i>Finance Director</i> </div>	<b>Comments:</b>
<b>Date:</b> _____   <div style="text-align: right; margin-top: 20px;">             _____  <i>Pamela Coleman,</i>  <i>City Clerk</i> </div>	<b>Comments:</b>



**City of Orange**  
**Finance Department - PAYROLL**  
**PAYROLL WARRANT INFORMATION**

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<b>PAYCHECK DATE:</b>	
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Please review and approve before: \_\_\_\_\_

<b>Date:</b> _____  _____ <div style="text-align: right;"><i>Trang Nguyen,</i> <i>Finance Director</i></div>	<b>Comments:</b>
<b>Date:</b> _____  _____ <div style="text-align: right;"><i>Pamela Coleman,</i> <i>City Clerk</i></div>	<b>Comments:</b>

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
5534	07/11/2025	WIRE	000261 MUNICIPAL WATER DISTRICT	1,215,272.50			
	DOC	INVOICE NO	ACCOUNT				AMOUNT
	56	11818	600-5802-53101-				1,215,272.50
5535	07/28/2025	WIRE	002220 CIPA	4,255,870.00			
	1005	1519	730-1306-50201-				1,081,437.00
	1005	1519	731-1306-50201-				3,174,433.00
5537	07/16/2025	WIRE	015570 DEPARTMENT OF HEALTH CARE	288,063.57			
	98	1922004555070162025	100-0000-12101-				288,063.57
5538	07/07/2025	WIRE	001117 PUBLIC EMPLOYEES RETIREME	830,127.73			
	40	CALPERS 202507	100-0000-20414-				780,744.84
	40	CALPERS 202507	760-0000-52001-				49,382.89
5540	07/03/2025	WIRE	000321 US POSTAL SERVICE	3,680.00			
	122	07/01/2025	100-0000-53104-				3,680.00
5541	07/15/2025	WIRE	000261 MUNICIPAL WATER DISTRICT	505,034.25			
	121	17811	600-5802-53105-				505,034.25
5542	07/18/2025	WIRE	001117 PUBLIC EMPLOYEES RETIREME	5,147,118.00			
	194	FY2026 UAL	760-0000-52104-				1,693,207.00
	194	FY2026 UAL	760-0000-52103-				3,453,911.00
5543	07/18/2025	WIRE	001117 PUBLIC EMPLOYEES RETIREME	18,635.40			
	189	FY2025 PERS Survivor	100-3011-52108-				3,596.00
	189	FY2025 PERS Survivor	100-3011-52108-				4,245.60
	189	FY2025 PERS Survivor	100-4011-52108-				6,501.80
	189	FY2025 PERS Survivor	100-4011-52108-				4,292.00
5544	07/18/2025	WIRE	001117 PUBLIC EMPLOYEES RETIREME	38.21			
	195	100000017944931	100-7101-52102-				38.21
5545	07/28/2025	WIRE	000299 ORANGE COUNTY WATER DISTR	6,186,358.40			
	177	Pump Tax Jan-June 25	600-5802-53105-				6,186,358.40
72525	07/25/2025	WIRE	000385 SOUTHERN CALIFORNIA GAS C	1,031.40			
	436	07/25/25	100-0000-56203-				1,031.40
725251	07/25/2025	WIRE	000384 SOUTHERN CALIF EDISON	61,607.00			
	748	07/25/2025	100-0000-56205-				61,607.00
7112025	07/11/2025	WIRE	000384 SOUTHERN CALIF EDISON CO	422,370.86			
	196	07/11/25	601-5301-56205-				194.47
	196	07/11/25	291-5902-56205-				16.00
	196	07/11/25	600-5802-56205-				258,095.09
	196	07/11/25	291-5501-56205-				979.02
	196	07/11/25	293-5501-56205-				16.03
	196	07/11/25	100-0000-56205-				163,070.25

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
13 CHECKS				CASH ACCOUNT TOTAL	18,935,207.32	.00	

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
80625	08/06/2025	WIRE	000385 SOUTHERN CALIFORNIA GAS C	3,279.29			
	DOC	INVOICE NO	ACCOUNT				AMOUNT
	1307	08/06/2025	100-0000-55999-				125.64
	1307	08/06/2025	100-2101-56203-				29.58
	1307	08/06/2025	100-5601-56203-				914.03
	1307	08/06/2025	600-5802-56203-				49.57
	1307	08/06/2025	100-5601-56203-				2,160.47
8000370	08/07/2025	PRINTED	007831 ADLERHORST INTERNATIONAL	53.88			
	429	123461	100-4121-53199-				53.88
8000371	08/07/2025	PRINTED	000539 AIR SOURCE INDUSTRIES	1,592.45			
	1261	00957045	225-3122-53101-				141.50
	1261	00957045	225-3215-53101-				141.50
	1263	00959110	225-3122-53101-				238.55
	1263	00959110	225-3215-53101-				238.55
	1265	00959194	225-3122-53101-				193.17
	1265	00959194	225-3215-53101-				193.18
	1268	00958881	225-3122-53101-				66.13
	1268	00958881	225-3215-53101-				66.12
	1272	00959188	225-3122-53101-				156.87
	1272	00959188	225-3215-53101-				156.88
8000372	08/07/2025	PRINTED	020164 ALS GROUP USA INC	1,075.00			
	866	522501885	600-5802-55999-				13.00
	869	522501884	600-5802-55999-				6.50
	870	522501958	600-5802-55999-				6.50
	871	522502019	600-5802-55999-				6.50
	873	522500152	600-5802-55999-				6.50
	875	522504479	600-5802-55999-				31.00
	879	522500845	600-5802-55999-				6.50
	880	522500945	600-5802-55999-				6.50
	882	522501284	600-5802-55999-				992.00
8000373	08/07/2025	PRINTED	002742 ALTERNATIVE HOSE INC	746.63			
	900	6120794	100-0000-15203-				89.49
	901	6120983	100-0000-15203-				309.38
	1121	6121920	100-0000-15203-				347.76
8000374	08/07/2025	PRINTED	013526 ALVARIA INC	150.00			
	1290	ASI086563	100-3011-55105-				150.00
8000375	08/07/2025	PRINTED	002689 ANDY GUMP INC	186.37			
	555	INV1251396	600-5802-53199-				186.37
8000376	08/07/2025	PRINTED	001147 ARCHIE'S TOWING	322.50			
	1139	265270	100-5401-56999-				107.50
	1140	265057	100-5401-56999-				107.50
	1141	265058	100-5401-56999-				107.50

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000377	08/07/2025	PRINTED	005378 AUTO ZONE	1,213.37			
	DOC	INVOICE NO	ACCOUNT				AMOUNT
	826	05527214863	100-0000-15203-				30.79
	827	05942295153	100-0000-15203-				17.76
	828	05942302465	100-0000-15203-				24.41
	830	05942305074	100-0000-15203-				12.75
	917	05942310092	100-0000-15203-				473.77
	921	05942312653	100-0000-15203-				72.13
	926	05527246916	100-0000-15203-				25.75
	927	05942315277	100-0000-15203-				16.71
	928	05527254075	100-0000-15203-				49.27
	929	05527257440	100-0000-15203-				176.18
	931	05942324703	100-0000-15203-				28.64
	933	05942324486	100-0000-15203-				40.49
	1113	05942329665	100-0000-15203-				210.86
	1117	05942330014	100-0000-15203-				16.47
	1118	05527271480	100-0000-15203-				17.39
8000378	08/07/2025	PRINTED	005378 AUTO ZONE	16.81			
	829	05942303862	100-0000-15203-				4.76
	925	05942313862	100-0000-15203-				12.05
8000379	08/07/2025	PRINTED	019347 BENJAMIN AVILA	300.00			
	CNV-35210	EMSA PARAMEDIC FEE	225-3122-57101-				300.00
8000380	08/07/2025	PRINTED	014959 BPS TACTICAL INC	770.41			
	787	25031269	100-4011-54101-				770.41
8000381	08/07/2025	PRINTED	017952 CAL-STATE AUTO PARTS INC	2,213.84			
	902	441399	100-0000-15203-				37.67
	903	442104	100-0000-15203-				370.89
	904	443203	100-0000-15203-				55.92
	906	444184	100-0000-15203-				193.53
	907	444304	100-0000-15203-				183.15
	908	445387	100-0000-15203-				43.20
	909	448059	100-0000-15203-				100.14
	911	448515	100-0000-15203-				240.92
	912	449506	100-0000-15203-				42.67
	914	449547	100-0000-15203-				210.03
	916	450466	100-0000-15203-				82.76
	1143	451214	100-0000-15203-				66.83
	1144	451273	100-0000-15203-				227.54
	1147	451663	100-0000-15203-				196.58
	1150	452023	100-0000-15203-				162.01
8000382	08/07/2025	PRINTED	017952 CAL-STATE AUTO PARTS INC	13.38			
	905	443204	100-0000-15203-				13.38
8000383	08/07/2025	PRINTED	001464 CALIFORNIA MUNICIPAL STAT	600.00			
	1322	25072408	100-1844-55999-				600.00



## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000384	08/07/2025	PRINTED	018974 CHARTER COMMUNICATIONS	1,266.58			
		DOC	INVOICE NO	ACCOUNT	AMOUNT		
		1153	189065501080125	100-3011-56201-	40.00		
		1154	189065401080125	100-3011-56201-	268.29		
		1155	188991501080125	100-3011-56201-	268.29		
		1156	189065601080125	100-3011-56201-	690.00		
8000385	08/07/2025	PRINTED	003595 CINTAS CORPORATION	7,970.95			
		CNV-31429	4223864989	100-7203-56107-	212.95		
		CNV-34426	1905462958	100-0000-15201-	7,758.00		
8000386	08/07/2025	PRINTED	019162 CINTAS	426.29			
		934	4237135719	100-5401-56107-	136.47		
		951	4237856468	100-5401-56107-	154.19		
		1119	4238595195	100-5401-56107-	135.63		
8000387	08/07/2025	PRINTED	001367 CITY OF ANAHEIM / MCFA	434,008.40			
		1243	MTRC0434	100-3121-50102-	434,008.40		
8000388	08/07/2025	PRINTED	002810 CLINICAL LABORATORY OF SA	1,120.00			
		949	25G2333	600-5802-55999-	560.00		
		952	25G2331	600-5802-55999-	560.00		
8000389	08/07/2025	PRINTED	005556 CPAC INC	19,055.59			
		CNV-32132	SI-1301237	200-1601-80299-	19,055.59		
8000390	08/07/2025	PRINTED	002513 DELTACARE USA	7,114.64			
		1148	BE006658172	100-0000-20415-	7,114.64		
8000391	08/07/2025	PRINTED	000974 DELTA DENTAL OF CALIFORNIA	45,637.06			
		1089	BE006686050A	100-1401-55999-	6,882.26		
		1092	BE006686050C	100-1401-52001-	38,754.80		
8000392	08/07/2025	PRINTED	001766 ROBERT DUNWOODY	150.00			
		392	7/7 RUNNING SHOES	100-3011-53102-	150.00		
8000393	08/07/2025	PRINTED	025014 MONTANA DYE	2,000.00			
		401	329	100-3123-57101-	2,000.00		
8000394	08/07/2025	PRINTED	002741 EMERGENCY RESPONSE CRIME	1,125.00			
		421	OP2025-342	100-4011-55999-	375.00		
		546	OP2025-353	100-4011-55999-	375.00		
		957	OP2025-370	100-4011-55999-	375.00		
8000395	08/07/2025	PRINTED	001990 EYEMED	1,172.35			
		1149	166929933	100-0000-20416-	1,172.35		
8000396	08/07/2025	PRINTED	001639 FACTORY MOTOR PARTS CO	935.07			
		955	11-2047344	100-0000-15203-	23.96		

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
958	11-2047827		100-0000-15203-				101.39
DOC	INVOICE NO		ACCOUNT				AMOUNT
959	12-6666598		100-0000-15203-				61.99
961	11-2048069		100-0000-15203-				103.39
962	12-6671773		100-0000-15203-				340.38
963	11-2049178		100-0000-15203-				106.13
964	11-2049230		100-0000-15203-				85.34
972	12-6685398		100-0000-15203-				42.67
1128	11-2049468		100-0000-15203-				69.82
8000397	08/07/2025	PRINTED	015628 FIRE APPARATUS SOLUTIONS	2,980.06			
1152		0102W21300	100-5401-56999-				2,980.06
8000398	08/07/2025	PRINTED	002198 GALLS LLC	4,485.81			
721		031829799	100-4011-53102-				348.95
723		031805674	100-4011-53102-				365.36
724		031849101	100-4011-53102-				90.91
726		031849223	100-4121-59999-				116.85
727		031862209	100-4011-53102-				223.63
728		031862212	100-4011-53102-				374.63
731		031898974	100-4011-53102-				667.61
732		031899068	100-4011-53102-				580.49
734		032010086	100-4011-53102-				176.12
735		032022783	100-4011-53102-				434.07
736		032022834	100-4011-53102-				125.00
738		031930710	100-4011-53102-				116.85
740		031954370	100-4011-53102-				669.56
746		031954336	100-4121-59999-				100.93
747		031954452	100-4121-59999-				94.85
8000399	08/07/2025	PRINTED	002198 GALLS LLC	318.48			
722		031817486	100-4011-53102-				35.21
729		031874959	100-4011-53102-				8.34
730		031875030	100-4011-53102-				10.78
733		031985600	100-4121-59999-				22.00
737		031918252	100-4011-53102-				89.80
739		031942586	100-4011-53102-				11.12
741		031954454	100-4011-53102-				45.44
742		031954481	100-4011-53102-				11.80
744		031930667	100-4121-59999-				41.41
745		031954335	100-4121-59999-				42.58
8000400	08/07/2025	PRINTED	012616 BRETT GARRETT	80.76			
1246		8-4 RUNNING SHOES	100-3011-53102-				80.76
8000401	08/07/2025	PRINTED	016078 GEORGE HILLS COMPANY	6,636.50			
1049		INV1032107	731-1306-50204-				6,636.50
8000402	08/07/2025	PRINTED	002509 GLOBALSTAR USA	540.60			
434		00000094957937	100-4011-56201-				540.60

## AP CHECK RECONCILIATION REGISTER

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CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000403	08/07/2025	PRINTED	000175 HI-STANDARD AUTOMOTIVE	258.80			
		DOC	INVOICE NO	ACCOUNT			AMOUNT
		897	30366	100-0000-15203-			258.80
8000404	08/07/2025	PRINTED	017447 AAA	13,457.70			
		1084	051525-AAA.RYAN	731-1306-50203-			13,457.70
8000405	08/07/2025	PRINTED	001828 IRV SEAYER MOTORCYCLES	3,209.51			
		1104	20251518	100-5401-56999-			674.07
		1105	20251543	100-5401-56999-			1,171.59
		1106	20251565	100-5401-56999-			268.87
		1109	20251567	100-5401-56999-			1,094.98
8000406	08/07/2025	PRINTED	002099 JADTEC SECURITY SERVICES	413.70			
		686	1826299	100-5601-56101-			215.85
		687	1826771	100-5601-56101-			197.85
8000407	08/07/2025	PRINTED	001830 JUDICATE WEST	700.00			
		1008	670160	731-1301-55102-			700.00
8000408	08/07/2025	PRINTED	000209 L N CURTIS & SONS	788.31			
		1252	INV974502	100-3121-54101-			788.31
8000409	08/07/2025	PRINTED	000222 LIFE-ASSIST INC	48,023.19			
		1157	1615652	100-3122-53101-			6,890.19
		1157	1615652	225-3122-53101-			15,311.53
		1157	1615652	225-3215-53101-			4,210.67
		1159	1616229	100-3122-53101-			28.35
		1159	1616229	225-3122-53101-			62.99
		1159	1616229	225-3215-53101-			17.32
		1160	1616273	100-3122-53101-			121.25
		1160	1616273	225-3122-53101-			269.46
		1160	1616273	225-3215-53101-			74.10
		1161	1616241	100-3122-53101-			17.94
		1161	1616241	225-3122-53101-			39.88
		1161	1616241	225-3215-53101-			10.97
		1162	1617399	100-3122-53101-			3,984.06
		1162	1617399	225-3122-53101-			8,853.45
		1162	1617399	225-3215-53101-			2,434.70
		1163	1619148	100-3122-53101-			1,180.90
		1163	1619148	225-3122-53101-			2,624.22
		1163	1619148	225-3215-53101-			721.66
		1164	1621494	100-3122-53101-			305.10
		1164	1621494	225-3122-53101-			678.00
		1164	1621494	225-3215-53101-			186.45
8000410	08/07/2025	PRINTED	000223 LIFECOM INC	80.00			
		402	2106842-IN	100-3121-56101-			80.00

## AP CHECK RECONCILIATION REGISTER

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CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000411	08/07/2025	PRINTED	000232 LU'S LIGHTHOUSE INC	194.45			
	DOC	INVOICE NO	ACCOUNT				AMOUNT
	1138	01287608	100-0000-15203-				194.45
8000412	08/07/2025	PRINTED	020604 MAGNET FORENSICS LLC	12,410.00			
	1073	SIN083769	454-4131-53202-				12,410.00
8000413	08/07/2025	PRINTED	000250 MC MASTER-CARR SUPPLY CO	1,451.63			
	1112	49604862	100-0000-15203-				736.63
	1165	49143033	400-3121-53199-				155.35
	1166	49149068	400-3121-53199-				19.74
	1167	49367677	400-3121-53199-				160.85
	1244	49798187	400-3121-53199-				379.06
8000414	08/07/2025	PRINTED	000799 MCCROMETER INC	1,081.94			
	1202	621251	600-5802-56102-				1,081.94
8000415	08/07/2025	PRINTED	001867 MISSION LINEN SUPPLY	680.76			
	624	524231576	100-4011-55999-				226.92
	717	524273344	100-4011-55999-				226.92
	960	524314627	100-4011-55999-				226.92
8000416	08/07/2025	PRINTED	020688 SOUTHERN CALIFORNIA NEWS	2,121.17			
	1241	0000623690	100-1502-55103-				2,121.17
8000417	08/07/2025	PRINTED	002619 MUNICIPAL MAINTENANCE EQU	74.57			
	682	038786	100-0000-15203-				74.57
8000418	08/07/2025	PRINTED	000096 ORANGE CNTY TREASURER-TAX	26,489.35			
	1236	GA25260023	100-0000-50102-				26,489.35
8000419	08/07/2025	PRINTED	001430 ORANGE COUNTY COUNCIL OF	16,574.50			
	1237	2025-623	100-1201-57104-				10,701.44
	1237	2025-623	100-1201-57104-				5,873.06
8000420	08/07/2025	PRINTED	000314 PETE'S ROAD SERVICE INC	6,648.16			
	1076	25-0849947-00	100-0000-15203-				4,524.01
	1077	25-0849923-00	100-0000-15203-				28.02
	1078	25-0851237-00	100-5401-56999-				235.00
	1079	25-0851447-00	100-5401-56999-				390.90
	1085	25-0852468-00	100-5401-56999-				447.40
	1086	25-0852861-00	100-0000-15203-				787.83
	1087	25-0854076-00	100-5401-56999-				235.00
8000421	08/07/2025	PRINTED	007130 PTI SAND & GRAVEL INC	3,455.22			
	776	0154716	600-5803-81999-				1,761.37
	779	0154486	600-5803-81999-				1,693.85
8000422	08/07/2025	PRINTED	016972 RC EMPIRE ALIGNMENT & AUT	15,150.15			
	1082	4222	731-1306-50299-				15,150.15

## AP CHECK RECONCILIATION REGISTER

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CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000423	08/07/2025	PRINTED	000331 RED WING BUSINESS ADVANTA	1,423.31			
		DOC	INVOICE NO	ACCOUNT	AMOUNT		
		1050	855ST1-632651	730-1306-54101-	479.46		
		1051	855ST1-1128647	730-1306-54101-	474.08		
		1053	855ST1-662725	730-1306-54101-	469.77		
8000424	08/07/2025	PRINTED	020753 UNITED SAFETY SERVICES	885.30			
		1041	218586	730-1306-54101-	215.23		
		1042	218588	730-1306-54101-	73.72		
		1043	218589	730-1306-54101-	215.23		
		1044	218590	730-1306-54101-	86.09		
		1045	218591	730-1306-54101-	73.40		
		1046	218592	730-1306-54101-	74.48		
		1047	218593	730-1306-54101-	73.75		
		1048	218587	730-1306-54101-	73.40		
8000425	08/07/2025	PRINTED	002131 RELIANCE STANDARD LIFE IN	20,945.59			
		1145	202507 BG #01000001	100-0000-20437-	10,318.29		
		1145	202507 BG #01000001	100-0000-20417-	10,627.30		
8000426	08/07/2025	PRINTED	020543 RENEWELL FLEET SERVICE LL	399.15			
		1063	6687	100-0000-15203-	265.53		
		1065	6791	100-0000-15203-	133.62		
8000427	08/07/2025	PRINTED	002964 AUGUSTO ROCHA	69.00			
		CNV-20676	10/02-04/2024RB	100-4011-57101-	69.00		
8000428	08/07/2025	PRINTED	007144 SAFARILAND LLC	1,252.88			
		542	I010-625237	100-4134-53199-	1,252.88		
8000429	08/07/2025	PRINTED	019552 DAVE ST GEORGE SAGE CREST	200.00			
		988	TR#62231-Reissue	100-0000-20105-	200.00		
8000430	08/07/2025	PRINTED	020300 SIGNAL HILL AUTO ENTERPRI	4,371.42			
		1034	094370	100-0000-15201-	4,371.42		
8000431	08/07/2025	PRINTED	011771 SO CAL ASSOC OF GOVERNMENT	19,535.00			
		1242	SCAG FY26 0124	100-1201-57104-	19,535.00		
8000432	08/07/2025	PRINTED	002053 FRANCISCO SORIANO	120.00			
		1248	3206925	600-5802-50999-	120.00		
8000433	08/07/2025	PRINTED	002990 SOUTHERN COUNTIES LUBRICA	779.46			
		781	100408	600-5803-56101-	779.46		
8000434	08/07/2025	PRINTED	000386 SC CORP	27,806.29			
		1071	IN-0000740419	100-0000-15204-	27,806.29		
8000435	08/07/2025	PRINTED	000386 SOUTHERN COUNTIES OIL CO	27,175.29			

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
1074		IN-0000161680	100-0000-15204-				8,522.30
DOC		INVOICE NO	ACCOUNT				AMOUNT
1075		IN-0000162447	100-0000-15204-				1,738.47
1088		IN-0000164809	100-0000-15204-				4,749.14
1090		IN-0000166673	100-0000-15204-				2,779.67
1093		IN-0000168300	100-0000-15204-				2,613.13
1094		IN-0000170123	100-0000-15204-				2,467.16
1096		IN-0000170910	100-0000-15204-				3,463.24
1097		IN-0000171028	100-0000-15204-				842.18
8000436	08/07/2025	PRINTED 020235	SOUTHERN TIRE MART LLC	1,731.00			
899		7090052064	100-0000-15203-				1,731.00
8000437	08/07/2025	PRINTED 000877	INMARK	43.82			
1111		IV00578103	100-4121-53199-				20.97
1114		IV00577975	100-4121-53199-				22.85
8000438	08/07/2025	PRINTED 000520	STRYKER MEDICAL	866.48			
		CNV-25575	9208894413				866.48
8000439	08/07/2025	PRINTED 001303	SUNRISE MULTISPECIALIST M	1,813.00			
385		00196009-00	100-3121-55101-				135.00
388		00195746-00	100-3121-55101-				231.00
1030		00196779-00	100-3121-55101-				606.00
1054		00196780-00	730-1306-50203-				190.00
1273		00197110-00	100-3121-55101-				651.00
8000440	08/07/2025	PRINTED 002978	TARGET SOLUTIONS LEARNING	20,595.00			
1072		INV121652	730-1306-55999-				20,595.00
8000441	08/07/2025	PRINTED 017111	TESCO CONTROLS INC	1,400.00			
1198		0086258-IN	600-5802-56101-				1,400.00
8000442	08/07/2025	PRINTED 001841	SON TRAN	240.00			
118		09012025	600-5802-50999-				60.00
1247		6525125	600-5802-57104-				180.00
8000443	08/07/2025	PRINTED 019458	TUNNELWORKS SERVICES INC	109,226.53			
		CNV-35589	2139				109,226.53
8000444	08/07/2025	PRINTED 004589	TURNOUT MAINTENANCE CO	930.40			
850		29977	100-3121-56101-				280.00
853		29978	100-3121-56101-				650.40
8000445	08/07/2025	PRINTED 002977	TYLER TECHNOLOGIES INC	21,461.00			
1302		045-527438	600-1843-80201-				355.82
1302		045-527438	790-1601-80299-				1,084.18
1306		045-529370	600-1843-80201-				790.72
1306		045-529370	790-1601-80299-				2,409.28
1310		045-530581	600-1843-80201-				1,884.14

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
1310		045-530581	790-1601-80299-				5,740.86
DOC		INVOICE NO	ACCOUNT				AMOUNT
1311		045-531016	600-1843-80201-				2,272.33
1311		045-531016	790-1601-80299-				6,923.67
8000446	08/07/2025	PRINTED 000419	UNDERGROUND SERVICE ALERT	566.00			
1103		720250518	600-5803-56102-				566.00
8000447	08/07/2025	PRINTED 000419	DIG SAFE BOARD	198.09			
1102		25-260305	600-5803-56102-				198.09
8000448	08/07/2025	PRINTED 000420	UNDERGROUND VAULTS & STOR	1,039.56			
1235		4001770	100-1502-56301-				1,039.56
8000449	08/07/2025	PRINTED 016163	VERITIV OPERATING COMP	332.82			
773		069-50075710	600-5803-53199-				332.82
8000450	08/07/2025	PRINTED 001845	VERIZON WIRELESS	116.49			
1289		6119668937	731-1306-56201-				116.49
8000451	08/07/2025	PRINTED 001845	VERIZON WIRELESS	6,347.95			
1012		6118694728	100-3011-56201-				5,319.91
1012		6118694728	100-3121-56201-				806.05
1012		6118694728	400-3011-56201-				221.99
8000452	08/07/2025	PRINTED 002304	VISION SERVICE PLAN - (CA	6,264.66			
1142		VSP 202508	100-0000-20416-				6,264.66
8000453	08/07/2025	PRINTED 000431	W W GRAINGER INC	2,976.66			
973		9581996049	100-0000-15203-				359.40
1036		9586305204	100-0000-15201-				1,393.86
1062		9586383185	100-0000-15201-				1,223.40
8000454	08/07/2025	PRINTED 002319	WATERLINE TECHNOLOGIES	16,517.46			
981		5748703	600-5802-53201-				637.88
982		5748702	600-5802-53201-				893.03
984		5749987	600-5802-53201-				956.82
986		5749989	600-5802-53201-				637.88
991		5749992	600-5802-53201-				637.88
994		5751819	600-5802-53201-				637.88
998		5751824	600-5802-53201-				637.88
999		5751826	600-5802-53201-				669.77
1000		5751827	600-5802-53201-				1,020.61
1151		5753226	600-5802-53201-				4,387.08
1169		5754240	600-5802-53201-				924.93
1172		5754237	600-5802-53201-				605.99
1173		5754236	600-5802-53201-				924.93
1174		5754235	600-5802-53201-				574.09
1201		5754674	600-5802-53201-				2,370.81

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000455	08/07/2025	PRINTED	002319 WATERLINE TECHNOLOGIES	6,920.99			
	DOC	INVOICE NO	ACCOUNT				AMOUNT
	975	5748697	600-5802-53201-				350.83
	977	5748698	600-5802-53201-				574.09
	978	5748701	600-5802-53201-				526.25
	979	5748700	600-5802-53201-				510.30
	985	5749988	600-5802-53201-				510.30
	987	5749990	600-5802-53201-				414.62
	992	5751818	600-5802-53201-				558.15
	995	5751820	600-5802-53201-				558.15
	996	5751821	600-5802-53201-				318.94
	997	5751822	600-5802-53201-				350.83
	1001	5752946	600-5802-53201-				558.15
	1168	5754241	600-5802-53201-				318.94
	1170	5754239	600-5802-53201-				318.94
	1171	5754238	600-5802-53201-				478.41
	1175	5754234	600-5802-53201-				574.09
8000456	08/07/2025	PRINTED	002319 WATERLINE TECHNOLOGIES	318.94			
	989	5749991	600-5802-53201-				318.94
8000457	08/07/2025	PRINTED	007092 WESTERN STATES CONVERTERS	3,455.48			
	1135	42614	100-5401-56999-				3,455.48
8000458	08/07/2025	PRINTED	000608 WESTRUX INTERNATIONAL	399.88			
	974	01P211672	100-0000-15203-				399.88
8000459	08/07/2025	PRINTED	016092 WINZER CORPORATION	531.37			
	896	3432792	100-0000-15203-				215.19
	976	3454360	100-0000-15203-				316.18
8000460	08/07/2025	PRINTED	001153 ZOLL MEDICAL CORPORATION	487.22			
	1018	4242442	225-3122-53101-				185.54
	1018	4242442	400-3122-80101-				111.33
	1028	4235879	225-3122-53101-				118.97
	1028	4235879	400-3122-80101-				71.38
92 CHECKS				CASH ACCOUNT TOTAL	1,012,564.67	.00	




AP CHECK RECONCILIATION REGISTER

		UNCLEARED	CLEARED
92 CHECKS	FINAL TOTAL	1,012,564.67	.00

\*\* END OF REPORT - Generated by Holli Kittleson \*\*

City of Orange  
Finance Department - Accounts Payable  
**WEEKLY WARRANT WRITING CHECK REGISTER**




WW # 0322

<b>Warrant Writing</b>	Warrant Writing Confirmation Date: 08/07/25 1 of 5 reports for 09/09/25 Council Meeting
<b>Notes:</b>	
Requester Signature:	<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="border: 1px solid black; padding: 2px;"> <small>eSigned via GovOS.com</small>    <small>Key: c75eb71bc2d138050ea61da6a02e3123</small> </div> <div style="text-align: right;">Date: 08-07-2025</div> </div>

**AGENDA ITEM NO. 3.2**

I certify that the attached register of demands has been prepared and audited under my direction and supervision. I also certify that each demand is accurately set forth and correctly stated, that each is a legal obligation of the City, and that there are sufficient funds available for the payment of each demand.

Please review and approve before:

<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="border: 1px solid black; padding: 2px;"> <small>eSigned via GovOS.com</small>    <small>Key: 255ce3af4128a3a50bd1b4b009bc5bbc</small> </div> <div style="text-align: right;">08-07-2025</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <span>Lillian Wen, Finance</span> <span>Date</span> </div>	Comments:
<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="border: 1px solid black; padding: 2px;"> <small>eSigned via GovOS.com</small>    <small>Key: d3b9b88f-da90-4693-bd42-b7973c0a7d37</small> </div> <div style="text-align: right;">08-07-2025</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <span>Tom Kisela, City Manager</span> <span>Date</span> </div>	Comments:
<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="border: 1px solid black; padding: 2px;"> <small>eSigned via GovOS.com</small>    <small>Key: 52f7c7947e047a25c77b48742be39aca</small> </div> <div style="text-align: right;">08-07-2025</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <span>Pam Coleman, City Clerk</span> <span>Date</span> </div>	Comments:

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000461	08/12/2025	PRINTED	020723 ALEXANDRA ABIERTAS	210.00			
	DOC	INVOICE NO	ACCOUNT				AMOUNT
	971	Summer25-Abiertas	100-7101-55999-				210.00
8000462	08/12/2025	PRINTED	020164 ALS GROUP USA INC	6.50			
	883	522501285	600-5802-55999-				6.50
8000463	08/12/2025	PRINTED	014451 MATT ANDERSEN	150.00			
	1317	7-16 RUNNING SHOE	100-3011-53102-				150.00
8000464	08/12/2025	PRINTED	001147 ARCHIE'S TOWING	345.00			
	597	264663	100-5401-56999-				107.50
	600	264339	100-5401-56999-				130.00
	603	263967	100-5401-56999-				107.50
8000465	08/12/2025	PRINTED	020686 BARRERA, EFREN	120.00			
	970	Summer25-Barrera	100-7101-55999-				120.00
8000466	08/12/2025	PRINTED	013658 ABBA TERMITE AND PEST CON	220.00			
	535	026867	100-5501-56103-				110.00
	536	026871	100-5501-56103-				110.00
8000467	08/12/2025	PRINTED	000053 BOOT BARN INC	193.58			
	1038	INV00506132	731-1306-54101-				193.58
8000468	08/12/2025	PRINTED	001788 CALIFORNIA GYMNASTICS LLC	2,446.50			
	913	Summer25-Gymnastics	100-7101-55999-				2,446.50
8000469	08/12/2025	PRINTED	019138 CALIFORNIA WATERS DEVELOP	741.00			
	705	23921	100-7203-56999-				741.00
8000470	08/12/2025	PRINTED	006583 CAM SERVICES	757.00			
	706	117318	100-7203-56999-				195.00
	706	117318	105-7203-56999-				195.00
	708	117319	100-7203-56999-				367.00
8000471	08/12/2025	PRINTED	020350 CITYTHINKERS INC	435.51			
	1358	2406-12	952-8001-55999-				435.51
8000472	08/12/2025	PRINTED	020533 MICHAEL COLE	372.00			
	1406	EDU24/25 2	100-1401-57102-				140.00
	1407	EDU24/25 3	100-1401-57102-				232.00
8000473	08/12/2025	PRINTED	008775 COLLINS, CHRISTINE	864.00			
	923	Summer25-Collins	100-7101-55999-				864.00
8000474	08/12/2025	PRINTED	021028 AMY CRAIG	30.00			
	1434	Refund16520	100-0000-20105-				30.00
8000475	08/12/2025	PRINTED	019465 CT&T CONCRETE PAVING, INC	80,712.00			

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
359		CT6841	310-6411-87102-			84,960.00	
8000476	08/12/2025	PRINTED	014203 DIVERSIFIED THERMAL SERVI	11,550.37			
		DOC	INVOICE NO	ACCOUNT		AMOUNT	
		1383	S406118	100-5601-56999-		1,235.30	
		1384	S403781	100-5601-56101-		4,595.00	
		1385	S403936	100-5601-56101-		4,263.00	
		1386	S406029	100-5601-56101-		1,142.00	
		1386	S406029	100-5601-56999-		15.07	
		1387	S406030	100-5601-56999-		300.00	
8000477	08/12/2025	PRINTED	021051 THE LEW EDWARDS GROUP	5,990.00			
	1240		06302025-01 100-1201-55999-			5,990.00	
8000478	08/12/2025	PRINTED	000127 EMPLOYMENT DEVELOPMENT DE	12,368.00			
	1193		L0505959376 760-1401-50205-			12,368.00	
8000479	08/12/2025	PRINTED	005444 LAURIE ANN FISCHER	1,064.00			
	922		Summer25-Fisher 100-7101-55999-			1,064.00	
8000480	08/12/2025	PRINTED	013523 FRAZIER MARTIAL ARTS	1,176.70			
	930		Summer25-Frazier 100-7101-55999-			1,176.70	
8000481	08/12/2025	PRINTED	016078 GEORGE HILLS COMPANY	295.22			
	1039		INV1032316 731-1306-55999-			295.22	
8000482	08/12/2025	PRINTED	001390 HDL COREN & CONE	795.00			
	1413		SIN052932 100-1844-55999-			795.00	
8000483	08/12/2025	PRINTED	000175 HI-STANDARD AUTOMOTIVE, L	20,039.45			
	844		30365 720-5401-80301-			20,039.45	
8000484	08/12/2025	PRINTED	016449 HILL, CLAUDE J	1,776.00			
	966		Summer25-Hill 100-7101-55999-			1,776.00	
8000485	08/12/2025	PRINTED	015607 IMAGE TECH MARKETING	147.00			
	1231		25-56871 100-1502-53101-			147.00	
8000486	08/12/2025	PRINTED	001828 IRV SEAVER MOTORCYCLES	317.38			
	1408		20251306 100-5401-56999-			317.38	
8000487	08/12/2025	PRINTED	019214 JOVENVILLE LLC	1,547.50			
	1004		25-7580 100-1218-55000-			1,371.93	
	1004		25-7580 100-1218-55104-			175.57	
8000488	08/12/2025	PRINTED	018170 RYAN KARELL	150.00			
	1319		7-31 RUNNING SHOES 100-3011-53102-			150.00	
8000489	08/12/2025	PRINTED	016844 KILTER TERMITE AND PEST C	250.00			
	1388		628047 100-5601-56101-			250.00	

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000490	08/12/2025	PRINTED	020212 KOSMONT & ASSOCIATES INC	2,537.30			
		DOC	INVOICE NO	ACCOUNT			AMOUNT
		1356	2403.4-009	952-8001-55999-			592.50
		1357	2403.7-011	952-8001-55999-			1,944.80
8000491	08/12/2025	PRINTED	010008 KRONOS INC	48.31			
		1314	110010018116	100-3122-55999-			48.31
8000492	08/12/2025	PRINTED	015771 KIM LAMOS	135.00			
		937	Summer25-Lamos	100-7101-55999-			135.00
8000493	08/12/2025	PRINTED	020411 CREATE OC	3,360.00			
		968	Summer25-Lee	100-7101-55999-			3,360.00
8000494	08/12/2025	PRINTED	000223 LIFECOM INC	160.00			
		43	2106560-IN	601-5301-56999-			80.00
		44	2106561-IN	601-5301-56999-			80.00
8000495	08/12/2025	PRINTED	001092 LUDWIG, DAWNA	1,941.35			
		910	Summer25-Ludwig	100-7101-55999-			1,941.35
8000496	08/12/2025	PRINTED	000239 MAJOR LEAGUE CONSTRUCTION	4,150.00			
		710	1966-25	100-7203-56999-			4,150.00
8000497	08/12/2025	PRINTED	002661 PANTHER TENNIS	4,371.84			
		915	Summer25-will Marino	100-7101-55999-			4,371.84
8000498	08/12/2025	PRINTED	017136 GABRIELA MENENDEZ	125.00			
		1410	PRODV24/25	100-1401-57102-			125.00
8000499	08/12/2025	PRINTED	016212 MILLER, TERRY	1,497.60			
		965	Summer25-Miller	100-7101-55999-			1,497.60
8000500	08/12/2025	PRINTED	001867 MISSION LINEN SUPPLY	860.53			
		247	524107947	100-4011-55999-			226.92
		515	06/30/25 STMT 134334	100-3122-55999-			633.61
8000501	08/12/2025	PRINTED	015799 JESSE MULDER	764.00			
		1409	EDU24/25	100-1401-57102-			764.00
8000502	08/12/2025	PRINTED	011219 NATIONAL AUTO FLEET GROUP	233,342.28			
		769	WF13261	720-5401-80301-			58,335.57
		774	WF13282	720-5401-80301-			58,335.57
		775	WF13239	720-5401-80301-			58,335.57
		780	WF13286	720-5401-80301-			58,335.57
8000503	08/12/2025	PRINTED	001987 NIEVES LANDSCAPE LLC	1,902.87			
		606	79316	291-5501-56103-			1,902.87

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000504	08/12/2025	PRINTED	020518 AARON MAGDALENO OC MODEL	312.50			
	DOC	INVOICE NO	ACCOUNT				AMOUNT
	1432	Refund15432	100-0000-20105-				312.50
8000505	08/12/2025	PRINTED	000096 ORANGE CNTY TREASURER-TAX	6,304.60			
	422	SH71886	100-4011-55000-				6,304.60
8000506	08/12/2025	PRINTED	000096 ORANGE CNTY TREASURER-TAX	68,522.00			
	990	AC2590085	500-0000-50102-				68,522.00
8000507	08/12/2025	PRINTED	000347 ORANGE COUNTY TAX COLLECT	1,470.82			
	895	2024-25 P 390-382-07	100-0000-50302-				1,470.82
8000508	08/12/2025	PRINTED	020524 LINDA PAULSON	691.20			
	969	Summer25-Paulson	100-7101-55999-				691.20
8000509	08/12/2025	PRINTED	020543 RENEWELL FLEET SERVICE LL	2,047.60			
	1405	6314	100-5401-56999-				2,047.60
8000510	08/12/2025	PRINTED	015095 SEAN ROBERTS	79.67			
	CNV-26568	RUNNING SHOES 24-25	100-3011-53102-				79.67
8000511	08/12/2025	PRINTED	016185 DAVID RUDDER	725.00			
	1411	EDU24/25	100-1401-57102-				725.00
8000512	08/12/2025	PRINTED	018597 SAN JUAN, CLYDE	180.00			
	967	Summer25-San Juan	100-7101-55999-				180.00
8000513	08/12/2025	PRINTED	001235 SERRANO WATER DISTRICT	48,127.95			
	1350	179	600-5802-53105-				48,127.95
8000514	08/12/2025	PRINTED	018730 KIRSTEN SHEA	500.00			
	1404	PRODV24/25	100-1401-57102-				500.00
8000515	08/12/2025	PRINTED	007786 METROLINK	434.00			
	1493	220101	100-0000-20442-				434.00
8000516	08/12/2025	PRINTED	000396 STATE OF CALIF DEPT OF JU	1,161.00			
	629	827175	100-4011-55999-				1,161.00
8000517	08/12/2025	PRINTED	000520 STRYKER MEDICAL	9,489.66			
	1592	9209531843	100-3122-53101-				4,660.88
	1592	9209531843	100-3122-56101-				129.99
	1592	9209531843	225-3215-53101-				128.44
	1592	9209531843	225-3215-55999-				2,462.17
	1592	9209531843	225-3215-56101-				2,108.18
8000518	08/12/2025	PRINTED	015818 WESTRIN DANCE LLC	388.50			
	942	Summer25-Dance Ctr	100-7101-55999-				388.50

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000519	08/12/2025	PRINTED	003357 THE RINKS FOUNDATION	252.00			
	DOC	INVOICE NO	ACCOUNT				AMOUNT
	919	Summer25-Pottenger	100-7101-55999-				252.00
8000520	08/12/2025	PRINTED	014251 TRIFYTT SPORTS	2,682.00			
	932	Summer25-Trifytt	100-7101-55999-				2,682.00
8000521	08/12/2025	PRINTED	002977 TYLER TECHNOLOGIES INC	6,400.00			
	1400	045-526220	600-1843-80201-				1,581.00
	1400	045-526220	790-1601-80299-				4,819.00
8000522	08/12/2025	PRINTED	016948 VERIZON BUSINESS SERVICES	2,063.53			
	805	73409979	355-4011-56201-				1,843.00
	805	73409979	450-4141-56201-				157.00
	806	73409979A	355-4011-56201-				58.54
	806	73409979A	450-4141-56201-				4.99
8000523	08/12/2025	PRINTED	001845 VERIZON WIRELESS	8,054.24			
	801	6118172245	100-5001-56201-				1,807.95
	801	6118172245	601-5301-56201-				1,077.08
	801	6118172245	270-5201-56201-				730.87
	801	6118172245	100-5401-56201-				153.87
	801	6118172245	100-5101-56201-				38.47
	801	6118172245	601-1601-80299-				38.46
	819	6118273821	355-4011-56201-				4,207.54
8000524	08/12/2025	PRINTED	000439 WEST COAST ARBORISTS INC	13,492.00			
	322	230319	100-7203-56999-				11,537.00
	712	231009	100-7203-56999-				1,955.00
8000525	08/12/2025	PRINTED	001759 WITTMAN ENTERPRISES LLC	69,132.26			
	1414	2504022	100-3122-47301-				7,748.52
	1414	2504022	225-3215-47301-				12,124.57
	1415	2505022	100-3122-47301-				9,638.04
	1415	2505022	225-3215-47301-				15,081.22
	1416	2506022	100-3122-47301-				9,568.11
	1416	2506022	225-3215-47301-				14,971.80
65 CHECKS CASH ACCOUNT TOTAL				642,776.32	.00		

AP CHECK RECONCILIATION REGISTER


		UNCLEARED	CLEARED
65 CHECKS	FINAL TOTAL	642,776.32	.00

\*\* END OF REPORT - Generated by Holli Kittleson \*\*



City of Orange  
Finance Department - Accounts Payable  
**WEEKLY WARRANT WRITING CHECK REGISTER**




WW # 0323

<b>Warrant Writing</b>	Warrant Writing Confirmation Date: 08/12/25 2 of 6 reports for 09/09/25 Council Meeting	
Notes:		
Requester Signature:	 <small>eSigned via GovOS.com Key: c75eb71bc2d138050ea61da6a02e3123</small>	Date: 08-12-2025

**AGENDA ITEM NO. 3.2**

I certify that the attached register of demands has been prepared and audited under my direction and supervision. I also certify that each demand is accurately set forth and correctly stated, that each is a legal obligation of the City, and that there are sufficient funds available for the payment of each demand.

Please review and approve before:

 <small>eSigned via GovOS.com Key: 255ce3af4128a3a50bd1b4b009bc5bbc</small>  <div style="display: flex; justify-content: space-between;"> <span>Lillian Wen, Finance</span> <span>Date</span> </div>	Comments:
 <small>eSigned via GovOS.com Key: d3b9b88f-da90-4693-bd42-b7973c0a7d37</small>  <div style="display: flex; justify-content: space-between;"> <span>Tom Kisela, City Manager</span> <span>Date</span> </div>	Comments:
 <small>eSigned via GovOS.com Key: 52f7c7947e047a25c77b48742be39aca</small>  <div style="display: flex; justify-content: space-between;"> <span>Pam Coleman, City Clerk</span> <span>Date</span> </div>	Comments:

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
5551	08/09/2025	WIRE	001117 PUBLIC EMPLOYEES RETIREME	818,650.81			
	DOC	INVOICE NO	ACCOUNT				AMOUNT
	1176	CaIPERS 202508	100-0000-20414-				769,429.07
	1176	CaIPERS 202508	760-0000-52001-				49,221.74
80325	08/13/2025	WIRE	000384 SOUTHERN CALIF EDISON CO	475,555.24			
1693	8/13/2025		100-0000-56999-				31.78
1693	8/13/2025		100-5601-56999-				6,515.13
1693	8/13/2025		100-0000-56205-				32,898.06
1693	8/13/2025		100-3011-56205-				18,495.32
1693	8/13/2025		601-5301-56205-				199.44
1693	8/13/2025		291-5902-56205-				18.40
1693	8/13/2025		600-5802-56205-				289,015.47
1693	8/13/2025		293-5501-56205-				1,079.00
1693	8/13/2025		100-0000-56205-				102.60
1693	8/13/2025		100-0000-56205-				31,413.57
1693	8/13/2025		100-0000-56205-				28,919.00
1693	8/13/2025		100-0000-56205-				59,877.76
1693	8/13/2025		100-0000-56205-				5,131.54
1693	8/13/2025		100-0000-56205-				1,858.17
		2 CHECKS	CASH ACCOUNT TOTAL	1,294,206.05	.00		

AP CHECK RECONCILIATION REGISTER

		UNCLEARED	CLEARED
2 CHECKS	FINAL TOTAL	1,294,206.05	.00

\*\* END OF REPORT - Generated by Holli Kittleson \*\*

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000526	08/14/2025	PRINTED	000539 AIR SOURCE INDUSTRIES	368.20			
		DOC	INVOICE NO	ACCOUNT			AMOUNT
		1527	00958345	225-3122-53101-			184.10
		1527	00958345	225-3215-53101-			184.10
8000527	08/14/2025	PRINTED	020629 ALERT 360	89.79			
		1227	16428851	100-5601-56999-			89.79
8000528	08/14/2025	PRINTED	020164 ALS GROUP USA INC	6,544.50			
		884	522501286	600-5802-55999-			6.50
		885	522501770	600-5802-55999-			227.50
		886	522501810	600-5802-55999-			31.00
		887	522504480	600-5802-55999-			31.00
		888	522501769	600-5802-55999-			44.00
		889	522501768	600-5802-55999-			44.00
		890	522501767	600-5802-55999-			44.00
		891	522501956	600-5802-55999-			227.50
		892	522504242	600-5802-55999-			1,886.50
		893	522502995	600-5802-55999-			2,051.00
		894	522502626	600-5802-55999-			1,951.50
8000529	08/14/2025	PRINTED	002689 ANDY GUMP INC	186.37			
		1378	INV1258472	600-5802-53199-			186.37
8000530	08/14/2025	PRINTED	019520 ANSWER CALIFORNIA	728.82			
		1341	000037-233-741	600-5802-55999-			728.82
8000531	08/14/2025	PRINTED	013658 ABBA TERMITE AND PEST CON	330.00			
		622	027671	600-5802-55999-			110.00
		1401	028295	600-5802-55999-			110.00
		1607	027357	100-5501-56103-			110.00
8000532	08/14/2025	PRINTED	002011 BURTONS FIRE INC	2,718.26			
		1278	S68395	100-0000-15203-			2,012.00
		1282	S68807	100-0000-15203-			706.26
8000533	08/14/2025	PRINTED	016378 C3 TECHNOLOGY SERVICES	4,972.24			
		1694	INV203458	100-1601-56999-			4,972.24
8000534	08/14/2025	PRINTED	000065 CALIFORNIA AUTO REFRIGERA	370.93			
		1511	322587	100-0000-15203-			305.20
		1513	322679	100-0000-15203-			65.73
8000535	08/14/2025	PRINTED	000069 CALIFORNIA FORENSIC PHLEB	7,284.00			
		1214	2968	100-4011-55000-			7,284.00
8000536	08/14/2025	PRINTED	018974 CHARTER COMMUNICATIONS	1,034.99			
		1312	189064601071425	100-1601-56201-			900.00
		1332	114973901071425	100-1601-56201-			134.99

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000537	08/14/2025	PRINTED	019162 CINTAS	135.63			
	DOC	INVOICE NO	ACCOUNT				AMOUNT
	1505	4239289349	100-5401-56107-				135.63
8000538	08/14/2025	PRINTED	000029 CITY OF ANAHEIM	97,675.00			
	1580	FN010109	100-3121-55000-				97,675.00
8000539	08/14/2025	PRINTED	013979 CLIMATEC LLC	805.00			
	1204	947011790	100-5601-56999-				805.00
8000540	08/14/2025	PRINTED	018678 CUBE DESIGNS	4,056.79			
	1366	5555	100-5601-56101-				4,056.79
8000541	08/14/2025	PRINTED	018781 AIDA CUEVAS	600.00			
	1710	PRODEV25/26	100-1401-57102-				600.00
8000542	08/14/2025	PRINTED	020315 CULLEN AND ASSOCIATES INC	7,200.00			
	1692	019	100-1801-55999-				7,200.00
8000543	08/14/2025	PRINTED	012114 DANIELS TIRE SERVICE	1,364.16			
	1284	200544499	100-0000-15203-				1,364.16
8000544	08/14/2025	PRINTED	001466 SEAN DEMETROPOLIS	200.00			
	1353	8-7 RUNNING SHOES	100-3011-53102-				200.00
8000545	08/14/2025	PRINTED	002199 MICHAEL DIERSING	1,500.00			
	1711	PRODEV25/26	100-1401-57102-				1,500.00
8000546	08/14/2025	PRINTED	001120 DOOLEY ENTERPRISES INC	9,122.12			
	1581	70447	100-4011-53199-				9,122.12
8000547	08/14/2025	PRINTED	016775 FAR ELECTRIC INC	1,300.00			
	1225	25-0048	100-5601-56101-				1,300.00
8000548	08/14/2025	PRINTED	020516 FIREFIGHTERS SAFETY CENTE	841.70			
	1520	30162	100-3123-57101-				841.70
8000549	08/14/2025	PRINTED	000002 FLEET SERVICES INC	7,641.25			
	1266	01P163405	100-0000-15203-				145.71
	1269	01P163419	100-0000-15203-				38.07
	1275	01P154762	100-0000-15203-				6,981.55
	1277	01P163754	100-0000-15203-				115.94
	1492	01P164509	100-0000-15203-				359.98
8000550	08/14/2025	PRINTED	001657 FLEETPRIDE INC	463.31			
	1496	127627625	100-0000-15203-				463.31
8000551	08/14/2025	PRINTED	002198 GALLS LLC	2,383.18			
	1453	032166102	454-4011-53102-				147.70
	1454	032166103	454-4011-53102-				147.70

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
1455		032166104	454-4011-53102-		147.70		
DOC		INVOICE NO	ACCOUNT		AMOUNT		
1456		032166105	454-4011-53102-		147.70		
1457		032166106	454-4011-53102-		147.70		
1458		032166107	454-4011-53102-		73.85		
1459		032186558	454-4011-53102-		73.85		
1460		032186559	454-4011-53102-		73.85		
1461		032186560	454-4011-53102-		73.85		
1462		032186561	454-4011-53102-		73.85		
1463		032186562	454-4011-53102-		147.70		
1464		032186563	454-4011-53102-		147.70		
1465		032186564	454-4011-53102-		147.70		
1466		032186565	454-4011-53102-		147.70		
1467		032186566	454-4011-53102-		147.70		
1469		032130164	100-4011-53102-		153.49		
1470		032153421	100-4011-53102-		41.16		
1622		032142095	100-4011-53102-		142.98		
1624		032142127	100-4011-53102-		79.72		
1625		032130188	100-4011-53102-		119.58		
8000552	08/14/2025	PRINTED 002198	GALLS LLC	49.80			
1468		032130086	100-4011-53102-		9.46		
1471		032166056	100-4011-53102-		40.34		
8000553	08/14/2025	PRINTED 008614	GARY BALE REDI-MIX CONCRE	987.67			
1500		0230158-IN	263-5201-53201-		987.67		
8000554	08/14/2025	PRINTED 009190	GLOBAL POWER GROUP INC	3,320.00			
1180		105295	100-5601-56101-		520.00		
1182		105316	100-5601-56101-		1,200.00		
1185		105342	100-5601-56101-		1,600.00		
8000555	08/14/2025	PRINTED 017547	LIZETTE GUERRA	400.00			
1712		PRODEV25/26	100-1401-57102-		140.00		
1713		PRODEV25/26-2	100-1401-57102-		50.00		
1714		PRODEV25/26-3	100-1401-57102-		210.00		
8000556	08/14/2025	PRINTED 000454	HOTSY OF SOUTHERN CALIFOR	1,724.19			
1340		10022880	600-5802-56101-		45.31		
1502		10022851	100-5401-56999-		1,678.88		
8000557	08/14/2025	PRINTED 020709	HUBBELL LENOIR CITY	109,219.71			
1377		445494749	600-5803-56101-		9,219.71		
1377		445494749	600-5803-81999-		100,000.00		
8000558	08/14/2025	PRINTED 006309	HUNTINGTON SECURITY SYSTE	69.18			
1200		0021611-IN	100-5601-56101-		34.59		
1203		0021612-IN	100-5601-56101-		34.59		
8000559	08/14/2025	PRINTED 012820	INLAND KENWORTH US INC	1,365.69			

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
1258		312217MNP	100-0000-15203-				685.02
DOC		INVOICE NO	ACCOUNT				AMOUNT
1260		312219MNP	100-0000-15203-				216.46
1345		313961MNP	100-0000-15203-				352.17
1347		312861MNP	100-0000-15203-				112.04
8000560	08/14/2025	PRINTED 000222	LIFE-ASSIST INC	11,727.22			
1553		1622781	100-3122-53101-				153.90
1553		1622781	225-3122-53101-				342.00
1553		1622781	225-3215-53101-				94.05
1555		1624965	100-3122-53101-				2,905.37
1555		1624965	225-3122-53101-				6,456.39
1555		1624965	225-3215-53101-				1,775.51
8000561	08/14/2025	PRINTED 000223	LIFECOM INC	80.00			
1528		2107070-IN	600-5802-56101-				80.00
8000562	08/14/2025	PRINTED 016254	MATRIX CONSULTING GROUP L	3,500.00			
1697		7	100-1844-56999-				3,500.00
8000563	08/14/2025	PRINTED 000248	MC FADDEN-DALE INDUSTRIAL	535.36			
1336		582335/5	600-5802-53201-				380.14
1546		584136/5	600-5802-53201-				155.22
8000564	08/14/2025	PRINTED 001867	MISSION LINEN SUPPLY	3,226.54			
1569		07/31/25 STMT 134334	100-3121-56107-				662.71
1570		07/31/25 STMT 134351	100-3121-56107-				291.10
1571		07/31/25 STMT 134315	100-3121-56107-				448.60
1573		07/31/25 STMT 134168	100-3121-56107-				259.00
1574		07/31/25 STMT 134329	100-3121-56107-				571.09
1575		07/31/25 STMT 217880	100-3121-56107-				503.44
1577		07/31/25 STMT 134170	100-3121-56107-				226.60
1579		07/31/25 STMT 134988	100-3121-56107-				264.00
8000565	08/14/2025	PRINTED 000793	MITSUBISHI ELECTRIC US IN	3,351.45			
1179		533428	100-5601-56999-				651.45
1530		534899	100-5601-56999-				2,700.00
8000566	08/14/2025	PRINTED 020752	BOSCO LEGAL SERVICES	149.95			
1544		13832552	731-1301-55102-				149.95
8000567	08/14/2025	PRINTED 020688	SOUTHERN CALIFORNIA NEWS	4,533.37			
1351		622704	600-5802-55103-				4,533.37
8000568	08/14/2025	PRINTED 002829	CRAIG MOORE	150.00			
1552		8-6 RUNNING SHOES	100-3011-53102-				150.00
8000569	08/14/2025	PRINTED 019487	MOSAIC PUBLIC PARTNERS	15,000.00			
1701		1760	100-0000-50999-				7,500.00
1702		1761	100-0000-50999-				7,500.00

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000570	08/14/2025	PRINTED	001987 NIEVES LANDSCAPE LLC	103,462.39			
DOC	INVOICE NO	ACCOUNT	AMOUNT				
1295	81891	291-5501-56103-	30,163.01				
1296	81892	294-5501-56103-	4,364.63				
1297	81893	293-5501-56103-	1,548.39				
1299	81894	100-5501-56103-	14,661.14				
1300	81895	540-5501-56103-	1,939.76				
1301	81896	263-5201-56103-	7,040.87				
1303	81897	600-5501-56103-	5,456.51				
1372	81960	291-5501-56103-	422.51				
1447	82045	100-5501-56103-	341.47				
1449	82047	100-5501-56103-	443.17				
1558	82169	291-5501-56103-	397.50				
1564	82171	291-5501-56103-	340.71				
1587	82204	600-5501-56103-	495.27				
1594	82209	291-5501-56103-	836.40				
1601	82246	294-5501-56103-	4,364.38				
1602	82247	293-5501-56103-	1,548.39				
1603	82248	100-5501-56103-	14,661.14				
1604	82249	540-5501-56103-	1,939.76				
1605	82250	263-5201-56103-	7,040.87				
1606	82251	600-5501-56103-	5,456.51				
8000571	08/14/2025	PRINTED	001987 NIEVES LANDSCAPE LLC	3,398.87			
1367	81950	291-5501-56103-	254.67				
1368	81951	291-5501-56103-	217.88				
1369	81952	291-5501-56103-	32.26				
1370	81953	291-5501-56103-	87.68				
1371	81959	291-5501-56103-	134.99				
1373	81961	291-5501-56103-	332.01				
1375	81963	291-5501-56103-	213.69				
1440	82040	100-5501-56103-	108.06				
1451	82048	263-5201-56103-	84.97				
1481	82131	600-5501-56103-	146.66				
1482	82132	100-5501-56103-	306.56				
1584	82202	100-5501-56103-	216.03				
1586	82203	291-5501-56103-	282.31				
1590	82206	291-5501-56103-	136.44				
1591	82207	263-5201-56103-	313.07				
1593	82208	291-5501-56103-	68.57				
1595	82210	291-5501-56103-	50.46				
1596	82211	291-5501-56103-	116.42				
1597	82212	291-5501-56103-	175.17				
1598	82213	291-5501-56103-	120.97				
8000572	08/14/2025	PRINTED	001987 NIEVES LANDSCAPE LLC	68.06			
1374	81962	291-5501-56103-	27.68				
1561	82170	291-5501-56103-	26.99				
1589	82205	263-5201-56103-	13.39				



## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000573	08/14/2025	PRINTED	000052 OFFICE DEPOT INC	800.51			
	DOC	INVOICE NO	ACCOUNT				AMOUNT
	1337	22981036	100-1201-53101-				42.37
	1337	22981036	100-4131-53101-				51.25
	1337	22981036	100-4141-53101-				71.17
	1337	22981036	100-6001-53101-				108.45
	1337	22981036	100-7001-53101-				59.51
	1337	22981036	601-5301-53101-				255.84
	1337	22981036	600-5802-53101-				211.92
8000574	08/14/2025	PRINTED	000052 OFFICE DEPOT INC	4,425.94			
	1550	432983541	731-1306-80101-				4,425.94
8000575	08/14/2025	PRINTED	000096 ORANGE CNTY TREASURER-TAX	4,153.00			
	1583	SH71978	100-4134-55000-				4,153.00
8000576	08/14/2025	PRINTED	006609 ORANGE CO SANITATION DIST	1,301.33			
	1360	64980	601-5805-55999-				1,301.33
8000577	08/14/2025	PRINTED	000952 ORANGE COUNTY OVERHEAD DO	725.00			
	1224	75340	100-5601-56101-				725.00
8000578	08/14/2025	PRINTED	000296 ORANGE COUNTY TANK TESTIN	415.07			
	1229	26347	100-5401-56101-				415.07
8000579	08/14/2025	PRINTED	001406 ORANGE CNTY TREASURER-TAX	1,785.32			
	1333	PS435	100-4011-55104-				1,785.32
8000580	08/14/2025	PRINTED	000300 ORANGE ELDERLY SERVICES I	37,350.00			
	1444	OES-OPS-Jul2025	100-7104-55999-				18,675.00
	1446	OES-OPS-Aug2025	100-7104-55999-				18,675.00
8000581	08/14/2025	PRINTED	013213 O'REILLY AUTO ENTERPRISES	2,347.23			
	1352	July Stmt 2025	100-0000-15203-				2,347.23
8000582	08/14/2025	PRINTED	001069 PARKHOUSE TIRE INC	1,747.66			
	1254	1020296152	100-0000-15203-				970.77
	1256	1020296648	100-0000-15203-				776.89
8000583	08/14/2025	PRINTED	019060 PARTS AUTHORITY LLC	4,463.52			
	1361	July Stmt 2025	100-0000-15203-				4,463.52
8000584	08/14/2025	PRINTED	019534 PVP COMMUNICATIONS	803.17			
	1452	136856	450-4141-53102-				803.17
8000585	08/14/2025	PRINTED	020742 RAPID FIRE SAFETY & SECUR	52.00			
	1208	706416536	100-5601-56101-				52.00
8000586	08/14/2025	PRINTED	016972 RC EMPIRE ALIGNMENT & AUT	1,981.95			

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
	1348	4281	731-1306-50299-				1,981.95
8000587	08/14/2025	PRINTED	000331 RED WING BUSINESS ADVANTA	1,000.00			
	DOC	INVOICE NO	ACCOUNT				AMOUNT
	1545	855ST1-588170	730-1306-54101-				500.00
	1547	855ST1-1254791	730-1306-54101-				500.00
8000588	08/14/2025	PRINTED	020543 RENEWELL FLEET SERVICE LL	21.49			
	1517	6956	100-0000-15203-				21.49
8000589	08/14/2025	PRINTED	000348 ROHM MACHINE & WELDING IN	220.00			
	1230	21096	100-5401-56999-				220.00
8000590	08/14/2025	PRINTED	000351 ROSEBURROUGH TOOL INC	293.58			
	1504	818810	263-5201-53201-				293.58
8000591	08/14/2025	PRINTED	003785 SANTIAGO LIBRARY SYSTEM	803.59			
	1613	204	100-2101-57104-				803.59
8000592	08/14/2025	PRINTED	000937 SEAGRAVE FIRE APPARATUS	270.34			
	1228	000151935	100-0000-15203-				270.34
8000593	08/14/2025	PRINTED	000372 SELMAN CHEVROLET CO	14.94			
	1516	640571	100-0000-15203-				14.94
8000594	08/14/2025	PRINTED	001235 SERRANO WATER DISTRICT	208,800.02			
	1342	180	600-5802-53105-				208,800.02
8000595	08/14/2025	PRINTED	020023 SIR SPEEDY	495.00			
	1554	49393	100-6301-55104-				495.00
8000596	08/14/2025	PRINTED	021016 JONATHAN SMITH	297.00			
	1708	PRODEV25/26	100-1401-57102-				297.00
8000597	08/14/2025	PRINTED	000718 SOUTH COAST AQMD	736.57			
	1363	4565669	100-5601-56101-				565.63
	1365	4569170	100-5601-56101-				170.94
8000598	08/14/2025	PRINTED	000877 INMARK	234.07			
	1674	IV00577977	100-1502-53101-				234.07
8000599	08/14/2025	PRINTED	000402 SUSAN SAXE-CLIFFORD PHD	900.00			
	1484	25-0710-8	100-1401-55101-				900.00
8000600	08/14/2025	PRINTED	001619 TERMINIX PROCESSING CENTE	852.00			
	1556	462285055	100-3121-56101-				111.00
	1557	462285056	100-3121-56101-				105.00
	1559	462285057	100-3121-56101-				93.00
	1560	462285058	100-3121-56101-				95.00
	1562	462285059	100-3121-56101-				92.00

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
1563		462285060	100-3121-56101-				133.00
DOC		INVOICE NO	ACCOUNT				AMOUNT
1565		462285061	100-3121-56101-				109.00
1566		462285062	100-3121-56101-				114.00
8000601	08/14/2025	PRINTED 016551	TIRE HUB LLC	1,704.81			
1287		51632414	100-0000-15203-				1,383.18
1523		51882704	100-0000-15203-				321.63
8000602	08/14/2025	PRINTED 025037	ALAN TRUONG	143.40			
1355		07/15/2025RB	100-5102-57101-				143.40
8000603	08/14/2025	PRINTED 002977	TYLER TECHNOLOGIES INC	31,214.42			
1309		045-530321	600-1843-80201-				3,755.92
1309		045-530321	790-1601-80299-				11,444.08
1501		045-526992	600-1843-80201-				1,976.25
1501		045-526992	790-1601-80299-				6,023.75
1503		045-527268	790-1601-80299-				3,675.00
1510		045-529007	600-1843-80201-				339.42
1540		045-528010	600-1843-80201-				988.40
1540		045-528010	790-1601-80299-				3,011.60
8000604	08/14/2025	PRINTED 013781	ULTIMATE MAINTENANCE SERV	47,432.00			
1294		35445	100-5601-56104-				23,516.00
1526		35543	100-5601-56104-				23,516.00
1529		35618	100-5601-56104-				400.00
8000605	08/14/2025	PRINTED 019230	UNITED RENTALS INC	540.85			
1506		251273185-001	263-5201-53201-				540.85
8000606	08/14/2025	PRINTED 020018	HD SUPPLY INC	1,025.31			
1316		INV00779107	600-5802-53201-				109.74
1318		INV00779016	600-5802-53201-				915.57
8000607	08/14/2025	PRINTED 001845	VERIZON WIRELESS	3,349.32			
1328		6118738027	100-4011-56201-				160.07
1328		6118738027	100-4121-56201-				428.67
1328		6118738027	100-4134-56201-				20.02
1330		6118674264	100-4011-56201-				2,274.60
1330		6118674264	100-4121-56201-				116.49
1330		6118674264	450-4141-56201-				349.47
8000608	08/14/2025	PRINTED 000431	W W GRAINGER INC	156.59			
1335		9574129251	600-5802-56102-				156.59
8000609	08/14/2025	PRINTED 002319	WATERLINE TECHNOLOGIES	11,640.07			
1013		5752949	600-5802-53201-				574.09
1014		5752948	600-5802-53201-				574.09
1015		5752941	600-5802-53201-				637.88
1016		5752943	600-5802-53201-				1,116.29

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
1017			5752950	600-5802-53201-			1,020.61
DOC			INVOICE NO	ACCOUNT			AMOUNT
1019			5752944	600-5802-53201-			350.83
1020			5753690	600-5802-53201-			2,390.81
1422			5755525	600-5802-53201-			956.82
1423			5755523	600-5802-53201-			956.82
1424			5755524	600-5802-53201-			701.67
1425			5755527	600-5802-53201-			893.03
1426			5755526	600-5802-53201-			558.15
1428			5755533	600-5802-53201-			558.15
1429			5755522	600-5802-53201-			350.83
8000610	08/14/2025	PRINTED	018943 WELLABLE LLC	1,215.00			
1485			37007	100-1401-59997-			520.00
1488			37657	100-1401-59997-			175.00
1489			37986	100-1401-59997-			520.00
8000611	08/14/2025	PRINTED	020843 WEST COAST BATTERIES LLC	739.38			
1253			S6913	100-0000-15203-			739.38
8000612	08/14/2025	PRINTED	002801 YO FIRE SUPPLIES	4,738.59			
1398			1034120	600-5803-81999-			4,738.59
8000613	08/14/2025	PRINTED	001379 Z A P MANUFACTURING INC	4,942.35			
1507			9973	100-5201-53201-			4,942.35
8000614	08/14/2025	PRINTED	019435 EVAN ZEISEL	225.00			
1705			PRODEV25/26	100-1401-57102-			90.00
1707			PRODEV25/26-2	100-1401-57102-			135.00
8000615	08/14/2025	PRINTED	000452 ZUMAR INDUSTRIES INC	966.21			
1509			10859	100-5201-53201-			966.21
90 CHECKS				CASH ACCOUNT TOTAL	813,559.29	.00	


AP CHECK RECONCILIATION REGISTER

		UNCLEARED	CLEARED
90 CHECKS	FINAL TOTAL	813,559.29	.00

\*\* END OF REPORT - Generated by Holli Kittleson \*\*

City of Orange  
Finance Department - Accounts Payable  
**WEEKLY WARRANT WRITING CHECK REGISTER**




WW # 0324

<b>Warrant Writing</b>	Warrant Writing Confirmation Date: 08/14/25 3 of 6 reports for 09/09/25 Council Meeting	
Notes:		
Requester Signature:	 <small>eSigned via GovOS.com Key: c75eb71bc2d138050ea61da6a02e3123</small>	Date: 08-14-2025

**AGENDA ITEM NO. 3.2**

I certify that the attached register of demands has been prepared and audited under my direction and supervision. I also certify that each demand is accurately set forth and correctly stated, that each is a legal obligation of the City, and that there are sufficient funds available for the payment of each demand.

Please review and approve before:

 <small>eSigned via GovOS.com Key: 255ce3af4128a3a50bd1b4b009bc5bbc</small>  <div style="display: flex; justify-content: space-between;"> <span>Lillian Wen, Finance</span> <span>Date</span> </div>	Comments:
 <small>eSigned via GovOS.com Key: d3b9b88f-da90-4693-bd42-b7973c0a7d37</small>  <div style="display: flex; justify-content: space-between;"> <span>Jarad L. Hildenbrand, City Manager</span> <span>Date</span> </div>	Comments:
 <small>eSigned via GovOS.com Key: 52f7c7947e047a25c77b48742be39aca</small>  <div style="display: flex; justify-content: space-between;"> <span>Pam Coleman, City Clerk</span> <span>Date</span> </div>	Comments:

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000616	08/21/2025	PRINTED	014291 LETS CORP	995.00			
	DOC	INVOICE NO	ACCOUNT				AMOUNT
	1127	INV-002901	100-4121-53202-				995.00
8000617	08/21/2025	PRINTED	025064 SEYED AHRAR	327.00			
	1894	EP25-0299	100-5102-42804-				327.00
8000618	08/21/2025	PRINTED	002742 ALTERNATIVE HOSE INC	297.18			
	1643	6123534	100-0000-15203-				297.18
8000619	08/21/2025	PRINTED	007191 AT & T	1,215.24			
	1920	000023923821	100-4011-56201-				1,215.24
8000620	08/21/2025	PRINTED	002388 AT & T MOBILITY	86.48			
	1797	28730389358408172025	600-5802-56101-				86.48
8000621	08/21/2025	PRINTED	002217 AT&T	2,611.78			
	1990	08/04/25	100-1502-55999-				31.58
	1990	08/04/25	100-3011-56201-				31.58
	1990	08/04/25	100-5601-56101-				31.58
	1990	08/04/25	100-5601-56999-				499.70
	1990	08/04/25	100-1601-56201-				2,017.34
8000622	08/21/2025	PRINTED	005378 AUTO ZONE	53.42			
	1640	05942342804	100-0000-15203-				23.27
	1641	05942348863	100-0000-15203-				30.15
8000623	08/21/2025	PRINTED	001014 B & M LAWN & GARDEN CENTE	94.81			
	1498	689890	100-0000-15203-				94.81
8000624	08/21/2025	PRINTED	013658 ABBA TERMITE AND PEST CON	220.00			
	674	027899	600-5802-55999-				110.00
	1652	028141	100-5501-56103-				110.00
8000625	08/21/2025	PRINTED	002089 BOUND TREE MEDICAL	1,503.62			
	1808	85869943	225-3122-53101-				915.66
	1809	85873367	225-3122-53101-				587.96
8000626	08/21/2025	PRINTED	018332 BPS SUPPLY GROUP	308.09			
	1681	S3240648.001	600-5802-53199-				308.09
8000627	08/21/2025	PRINTED	002313 BURRO CANYON SHOOTING PAR	60.00			
	1120	3560	100-4011-57101-				60.00
8000628	08/21/2025	PRINTED	016378 C3 TECHNOLOGY SERVICES	295.63			
	1850	INV203276	100-1601-56999-				14.00
	1872	INV204260	100-1601-56999-				281.63
8000629	08/21/2025	PRINTED	017952 CAL-STATE AUTO PARTS INC	227.65			
	1518	454881	100-0000-15203-				120.32

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
1519		455069	100-0000-15203-				27.43
DOC		INVOICE NO	ACCOUNT				AMOUNT
1521		455919	100-0000-15203-				46.85
1522		456464	100-0000-15203-				6.28
1651		457807	100-0000-15203-				26.77
8000630	08/21/2025	PRINTED 000065	CALIFORNIA AUTO REFRIGERA	29.09			
1921		322749	100-0000-15203-				29.09
8000631	08/21/2025	PRINTED 019495	GUNNAR CARVALHO	110.47			
1791		8-18 RUNNING SHOES	100-3011-53102-				110.47
8000632	08/21/2025	PRINTED 006308	CDCE INC	9,000.00			
1131		143868	355-4011-80101-				9,000.00
8000633	08/21/2025	PRINTED 020254	CERTIFIED ROOFING SPECIAL	238.80			
1758		BLDG25-0427	100-6201-42720-				238.80
8000634	08/21/2025	PRINTED 001011	WEX BANK	383.53			
1362		106589263	100-4133-53299-				383.53
8000635	08/21/2025	PRINTED 000029	CITY OF ANAHEIM	225.35			
1859		08/06/2025	100-0000-56205-				225.35
8000636	08/21/2025	PRINTED 019887	CM CRANE & TRAINING SERVI	2,440.00			
1733		703	600-5802-57101-				2,440.00
8000637	08/21/2025	PRINTED 000101	CULLIGAN	69.10			
1588		2002568	100-1201-53101-				69.10
8000638	08/21/2025	PRINTED 014203	DIVERSIFIED THERMAL SERVI	9,320.90			
1799		S406981	100-5601-56101-				150.00
1800		S406982	100-5601-56101-				525.00
1801		S406740	100-5601-56101-				1,705.34
1803		S406865	100-5601-56101-				1,650.00
1804		S407244	100-5601-56101-				240.00
1805		S407350	100-5601-56101-				1,955.15
1806		S407381	100-5601-56101-				475.00
1807		S407622	100-5601-56101-				1,112.24
1811		S407511	100-5601-56101-				225.00
1812		S407523	100-5601-56101-				247.50
1814		S407387	100-5601-56101-				617.67
1815		S407545	100-5601-56101-				418.00
8000639	08/21/2025	PRINTED 006715	DLT SOLUTIONS LLC	31,683.34			
1698		5319359A	100-7001-56201-				1,747.00
1698		5319359A	601-5101-85101-				10,488.00
1698		5319359A	600-5803-85103-				8,960.34
1698		5319359A	263-5101-87102-				10,488.00



## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000640	08/21/2025	PRINTED	019286 DOCUMENT & MICROFILM CONV	6,311.40			
	DOC	INVOICE NO	ACCOUNT				AMOUNT
	1852	17399	210-6001-55999-				6,311.40
8000641	08/21/2025	PRINTED	017762 DAVID WILSON'S VILLA FORD	4,707.87			
	1288	083597	100-0000-15203-				331.33
	1291	022943	100-0000-15203-				81.81
	1292	022994	100-0000-15203-				235.07
	1323	023101	100-0000-15203-				410.99
	1326	023234	100-0000-15203-				548.16
	1327	023235	100-0000-15203-				92.29
	1329	023539	100-0000-15203-				102.47
	1331	023540	100-0000-15203-				631.15
	1334	023656	100-0000-15203-				451.59
	1338	023753	100-0000-15203-				714.38
	1339	083884	100-0000-15203-				266.41
	1343	083895	100-0000-15203-				235.07
	1483	023794	100-0000-15203-				316.16
	1487	084396	100-0000-15203-				157.58
	1491	024114	100-0000-15203-				133.41
8000642	08/21/2025	PRINTED	017762 DAVID WILSON'S VILLA FORD	224.48			
	1293	083725	100-0000-15203-				32.11
	1344	084050	100-0000-15203-				50.27
	1632	024688	100-0000-15203-				12.56
	1637	024738	100-0000-15203-				77.20
	1638	024865	100-0000-15203-				52.34
8000643	08/21/2025	PRINTED	000846 EMERGENCY MEDICAL SERVICE	74.00			
	1766	27682-2501	225-3122-57104-				74.00
8000644	08/21/2025	PRINTED	025058 POLICARPO ESPINOSA	100.00			
	1830	BL 218784	100-1842-42110-				100.00
8000645	08/21/2025	PRINTED	002278 FERGUSON WATERWORKS	8,926.01			
	1727	0045853-1	600-5802-80101-				1,275.15
	1727	0045853-1	600-5803-80101-				1,657.69
	1727	0045853-1	600-5803-81501-				1,275.14
	1727	0045853-1	600-5803-80101-				4,718.03
8000646	08/21/2025	PRINTED	002278 FERGUSON WATERWORKS #1089	30,225.14			
	1728	0049509-1	600-5802-80101-				1,782.50
	1728	0049509-1	600-5803-80101-				2,317.24
	1728	0049509-1	600-5803-81501-				1,782.49
	1728	0049509-1	600-5803-80101-				6,595.22
	1810	0056344	600-5802-80101-				1,043.34
	1810	0056344	600-5803-80101-				1,356.35
	1810	0056344	600-5803-81501-				1,043.34
	1810	0056344	600-5803-80101-				3,860.37
	1813	0045853-2	600-5802-80101-				1,492.05

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
1813		0045853-2	600-5803-80101-				1,939.65
DOC		INVOICE NO	ACCOUNT				AMOUNT
1813		0045853-2	600-5803-81501-				1,492.04
1813		0045853-2	600-5803-80101-				5,520.55
8000647	08/21/2025	PRINTED	000002 FLEET SERVICES INC	136.69			
1639		01P164952	100-0000-15203-				136.69
8000648	08/21/2025	PRINTED	012434 FORENSIC NURSE SPECIALIST	1,200.00			
1211		6331	100-4131-55101-				1,200.00
8000649	08/21/2025	PRINTED	002198 GALLS LLC	813.08			
1123		032056852	100-4121-59999-				100.93
1124		032069169	100-4011-53102-				11.12
1125		032110136	100-4011-53102-				253.20
1136		032110160	454-4011-53102-				71.49
1473		032142146	100-4121-59999-				93.18
1474		032153409	100-4121-59999-				94.42
1821		032056807	100-4011-53102-				109.02
1823		032097826	100-4011-53102-				79.72
8000650	08/21/2025	PRINTED	001126 GENERAL PUMP COMPANY	28,769.26			
655		32638	600-5802-56102-				19,563.10
655		32638	600-5802-85107-				9,206.16
8000651	08/21/2025	PRINTED	018001 GOSERCO INC	3,840.00			
1349		13012	100-4212-55999-				3,840.00
8000652	08/21/2025	PRINTED	016318 GRAFIX SYSTEMS	168.93			
1614		34136	100-3011-55104-				168.93
8000653	08/21/2025	PRINTED	000175 HI-STANDARD AUTOMOTIVE	532.28			
1494		30372	720-5401-80301-				425.61
1495		30381	720-5401-80301-				106.67
8000654	08/21/2025	PRINTED	009564 INFOSEND INC	210.00			
1704		293079	600-5802-55103-				210.00
8000655	08/21/2025	PRINTED	001828 IRV SEAVER MOTORCYCLES	544.26			
1819		20251417	100-5401-56999-				308.71
1904		20251606	100-5401-56999-				235.55
8000656	08/21/2025	PRINTED	025048 IRVINE RANCH WATER DISTRI	4,794.84			
1659		62052	600-5802-55101-				4,794.84
8000657	08/21/2025	PRINTED	002099 JADTEC SECURITY SERVICES	350.55			
1653		1836265	100-5601-56101-				116.85
1654		1836266	100-5601-56101-				116.85
1655		1836267	100-5601-56101-				116.85

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000658	08/21/2025	PRINTED	020475 JOE MAR POLYGRAPH	1,000.00			
	DOC	INVOICE NO	ACCOUNT				AMOUNT
	1215	25-037-OPD	100-4011-55000-				250.00
	1217	25-035-OPD	100-4011-55000-				250.00
	1218	25-034-OPD	100-4011-55000-				250.00
	1219	25-036-OPD	100-4011-55000-				250.00
8000659	08/21/2025	PRINTED	000199 KENNEDY EQUIPMENT CO INC	935.97			
	1706	67864	600-5802-53199-				190.00
	1709	67865	600-5802-53199-				745.97
8000660	08/21/2025	PRINTED	016844 KILTER TERMITE AND PEST C	910.00			
	1188	636810	100-5601-56101-				160.00
	1192	636811	100-5601-56101-				250.00
	1194	636825	100-5601-56101-				250.00
	1197	636842	100-5601-56101-				250.00
8000661	08/21/2025	PRINTED	004439 KONICA MINOLTA	614.04			
	1874	47622734	100-2101-56301-				614.04
8000662	08/21/2025	PRINTED	020212 KOSMONT & ASSOCIATES INC	1,435.20			
	1724	2403.7-012	952-8001-55999-				1,435.20
8000663	08/21/2025	PRINTED	010008 KRONOS INC	16,800.00			
	1719	I10010002719	100-3011-55999-				16,800.00
8000664	08/21/2025	PRINTED	004974 LANCE, SOLL & LUNGARD LL	18,370.00			
	1790	69217	100-1844-55101-				18,370.00
8000665	08/21/2025	PRINTED	000222 LIFE-ASSIST INC	5,767.45			
	1761	1627192	100-3122-53101-				1,504.55
	1761	1627192	225-3122-53101-				3,343.45
	1761	1627192	225-3215-53101-				919.45
8000666	08/21/2025	PRINTED	021021 LINEGEAR INC	290.93			
	1767	61504	100-3121-54101-				215.50
	1773	61502	100-3011-53102-				75.43
8000667	08/21/2025	PRINTED	002661 PANTHER TENNIS	4,371.84			
	915	Summer25-will	REISS 100-7101-55999-				4,371.84
8000668	08/21/2025	PRINTED	000248 MC FADDEN-DALE INDUSTRIAL	67.19			
	1732	584480/5	600-5802-53201-				67.19
8000669	08/21/2025	PRINTED	000250 MC MASTER-CARR SUPPLY CO	1,169.87			
	1816	49970507	400-3121-53199-				589.69
	1818	50499540	400-3121-53199-				482.66
	1848	49671036	100-0000-15203-				97.52
8000670	08/21/2025	PRINTED	001867 MISSION LINEN SUPPLY	453.84			

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
1324		524356777	100-4011-55999-				226.92
DOC		INVOICE NO	ACCOUNT				AMOUNT
1686		524398022	100-4011-55999-				226.92
8000671	08/21/2025	PRINTED 020688	SOUTHERN CALIFORNIA NEWS	841.44			
	1700	5272293	550-5101-82001-				841.44
8000672	08/21/2025	PRINTED 011219	NATIONAL AUTO FLEET GROUP	58,335.57			
	847	WF13267	720-5401-80301-				58,335.57
8000673	08/21/2025	PRINTED 019237	EDINGER URGENT CARE MEDIC	1,304.00			
	1779	00078566-00	100-1401-55101-				936.00
	1781	00079042-00	100-1401-55101-				225.00
	1782	00079680-00	100-1401-55101-				143.00
8000674	08/21/2025	PRINTED 025051	VERED NISSAN	327.00			
	1879	EP25-0295	100-5102-42804-				327.00
8000675	08/21/2025	PRINTED 004053	OCTA	1,288.00			
	1856	AR147323	600-5802-55101-				1,288.00
8000676	08/21/2025	PRINTED 000052	OFFICE DEPOT INC	1,377.78			
	1880	22981524	100-1201-53101-				66.60
	1880	22981524	100-2101-53101-				95.06
	1880	22981524	100-3011-53101-				756.00
	1880	22981524	100-4011-53101-				63.37
	1880	22981524	100-4141-53101-				158.46
	1880	22981524	600-5802-53101-				58.38
	1880	22981524	730-1306-53101-				179.91
8000677	08/21/2025	PRINTED 000096	ORANGE CNTY TREASURER-TAX	3,452.16			
	1226	PW260133	100-5702-56999-				2,347.65
	1699	SH72017	100-4011-56301-				1,104.51
8000678	08/21/2025	PRINTED 000096	ORANGE CNTY TREASURER-TAX	20,764.19			
	1213	SH71948	100-4134-55000-				17,706.33
	1251	PW260120	601-5805-55999-				3,057.86
8000679	08/21/2025	PRINTED 002367	GUS ORTIZ	180.00			
	1126	34730	100-4011-55999-				180.00
8000680	08/21/2025	PRINTED 000314	PETE'S ROAD SERVICE INC	1,140.00			
	1887	25-0857263-00	100-5401-56999-				486.50
	1889	25-0857293-00	100-5401-56999-				328.50
	1891	25-0859781-00	100-5401-56999-				325.00
8000681	08/21/2025	PRINTED 001876	PRADO FAMILY SHOOTING RAN	450.00			
	1210	7529	100-4011-55000-				450.00
8000682	08/21/2025	PRINTED 018185	PREMIER FIRST RESPONDER P	600.00			

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
	1220	1778	100-4011-55101-				600.00
8000683	08/21/2025	PRINTED	019548 PURE PROCESS FILTRATION I	63,811.36			
	DOC	INVOICE NO	ACCOUNT				AMOUNT
	1402	97881	600-5802-56102-				63,811.36
8000684	08/21/2025	PRINTED	016080 RAPIDS EXPRESS ORANGE, LP	1,296.00			
	1836	202	100-5401-56999-				1,296.00
8000685	08/21/2025	PRINTED	001580 REACH EMPLOYEE ASSISTANCE	2,660.00			
	1776	0072533	100-1401-55999-				1,330.00
	1777	0082554	100-1401-55999-				1,330.00
8000686	08/21/2025	PRINTED	017584 LEXISNEXIS	1,103.01			
	1535	3095904924	100-1301-55105-				1,103.01
8000687	08/21/2025	PRINTED	018720 OSCAR RENDON	239.00			
	1512	26 Membership Dues	601-5301-57104-				239.00
8000688	08/21/2025	PRINTED	020543 RENEWELL FLEET SERVICE LL	3,152.22			
	1645	7206	100-5401-56999-				1,782.39
	1648	7223	100-0000-15203-				1,369.83
8000689	08/21/2025	PRINTED	000351 ROSEBURROUGH TOOL INC	967.00			
	1658	818044	100-0000-15201-				967.00
8000690	08/21/2025	PRINTED	002421 JOHN BRENT ROSS	150.00			
	1786	8-18 RUNNING SHOES	100-3011-53102-				150.00
8000691	08/21/2025	PRINTED	002298 SANTA ANA COLLEGE	1,587.00			
	1683	48925	100-4011-57101-				1,357.00
	1684	48923	100-4011-57101-				230.00
8000692	08/21/2025	PRINTED	007786 METROLINK	400.00			
	1490	220165	100-0000-20442-				400.00
8000693	08/21/2025	PRINTED	016994 SOCAL AUTO & TRUCK PARTS	1,515.46			
	1629	July Stmt 2025	100-0000-15203-				1,515.46
8000694	08/21/2025	PRINTED	000386 SOUTHERN COUNTIES OIL CO	58,809.04			
	1824	IN-0000753222	100-0000-15204-				29,896.21
	1825	IN-0000753223	100-0000-15204-				28,912.83
8000695	08/21/2025	PRINTED	000386 SC FUELS	1,304.45			
	1827	1080833	100-0000-15204-				1,304.45
8000696	08/21/2025	PRINTED	000386 SOUTHERN COUNTIES OIL CO	16,047.93			
	1831	IN-0000176165	100-0000-15204-				1,547.56
	1833	IN-0000178975	100-0000-15204-				1,679.61
	1878	IN-0000180447	100-0000-15204-				12,820.76

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000697	08/21/2025	PRINTED	020829 SP PLUS CORPORATION	32,519.93			
		DOC	INVOICE NO	ACCOUNT			AMOUNT
		1913	83559-I1-0725F	100-4141-55999-			32,519.93
8000698	08/21/2025	PRINTED	019361 SPECIALIZED RETAIL STORES	4,717.08			
		1685	220002391640	245-4121-53199-			4,717.08
8000699	08/21/2025	PRINTED	016366 SPECIALTY TRUCK COLLISION	7,831.66			
		1621	18332	100-5401-56999-			7,831.66
8000700	08/21/2025	PRINTED	001303 SUNRISE MULTISPECIALIST M	130.00			
		1548	00197083-00	730-1306-50203-			65.00
		1549	00197363-00	730-1306-50203-			65.00
8000701	08/21/2025	PRINTED	019329 TESS ELECTRIC INC	12,548.88			
		1740	1660	600-5802-56102-			12,548.88
8000702	08/21/2025	PRINTED	015776 THE COUNSELING TEAM INTER	1,625.00			
		1774	INV105779	100-3121-55101-			1,625.00
8000703	08/21/2025	PRINTED	018234 THE HUB OC	41,576.65			
		1628	461	412-6431-55999-			18,018.49
		1992	84	412-6431-55999-			23,558.16
8000704	08/21/2025	PRINTED	001183 TITAN AUTOMOTIVE	258.48			
		1325	83392	100-4133-53299-			258.48
8000705	08/21/2025	PRINTED	001353 TOM MALLOY CORP	379.28			
		1734	SI20007615	600-5803-56301-			379.28
8000706	08/21/2025	PRINTED	004589 TURNOUT MAINTENANCE CO	625.63			
		1780	30048	100-3121-56101-			80.00
		1783	30049	100-3121-56101-			256.33
		1784	30050	100-3121-56101-			80.00
		1785	30051	100-3121-56101-			209.30
8000707	08/21/2025	PRINTED	002977 TYLER TECHNOLOGIES INC	14,400.00			
		1838	045-532683	600-1843-80201-			1,779.12
		1838	045-532683	790-1601-80299-			5,420.88
		1840	045-531846	600-1843-80201-			1,779.12
		1840	045-531846	790-1601-80299-			5,420.88
8000708	08/21/2025	PRINTED	000419 UNDERGROUND SERVICE ALERT	196.78			
		651	24-254362	600-5803-56102-			196.78
8000709	08/21/2025	PRINTED	000419 DIG SAFE BOARD	526.15			
		652	620250519	600-5803-56102-			526.15
8000710	08/21/2025	PRINTED	000944 UNITED PARCEL SERVICE	807.05			

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
1854			00005733W1305 2026 100-5401-53299-				62.33
DOC		INVOICE NO	ACCOUNT				AMOUNT
1854		00005733W1305 2026	100-3011-53104-				47.37
1854		00005733W1305 2026	100-5001-53104-				55.34
1857		00005733W1315 2026	100-4011-53104-				28.24
1857		00005733W1315 2026	100-5001-53104-				63.95
1858		00005733W1325 2026	100-5001-53104-				77.30
1890		00005733W1335	100-5001-53104-				52.90
1890		00005733W1335	100-3011-53104-				292.24
1890		00005733W1335	100-4011-53104-				127.38
8000711	08/21/2025	PRINTED 025039 UNITED TACTICAL SYSTEMS, 1346 0099253-IN	355-4121-53199-	1,398.58			1,398.58
8000712	08/21/2025	PRINTED 000551 V & V MANUFACTURING INC 1687 62905	100-4011-53102-	1,069.41			120.57
		1688 62903	100-4011-53102-				422.00
		1689 62902	100-4011-53102-				251.92
		1690 62901	100-4011-53102-				274.92
8000713	08/21/2025	PRINTED 000431 W W GRAINGER INC 1717 9604795410	600-5802-56102-	107.75			107.75
8000714	08/21/2025	PRINTED 002319 WATERLINE TECHNOLOGIES 1679 5755689	600-5802-53201-	6,995.44			1,712.25
		1680 5755750	600-5802-53201-				658.56
		1764 5756853	600-5802-53201-				478.41
		1765 5756854	600-5802-53201-				574.09
		1768 5756855	600-5802-53201-				542.20
		1769 5756857	600-5802-53201-				446.52
		1770 5756859	600-5802-53201-				637.88
		1771 5756852	600-5802-53201-				1,052.50
		1772 5756858	600-5802-53201-				893.03
8000715	08/21/2025	PRINTED 001153 ZOLL MEDICAL CORPORATION 1778 4300300	225-3122-53101-	3,564.37			2,227.73
		1778 4300300	400-3122-80101-				1,336.64
100 CHECKS CASH ACCOUNT TOTAL				580,292.33	.00		

AP CHECK RECONCILIATION REGISTER


		UNCLEARED	CLEARED
100 CHECKS	FINAL TOTAL	580,292.33	.00
** END OF REPORT - Generated by Holli Kittleson **			



City of Orange  
Finance Department - Accounts Payable  
**WEEKLY WARRANT WRITING CHECK REGISTER**

0325




WW #

<b>Warrant Writing</b>	Warrant Writing Confirmation Date: 08/21/25 4 of 6 reports for 09/09/25 Council Meeting
Notes:	
Requester Signature:	<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="border: 1px solid black; padding: 2px; text-align: center;"> <small>eSigned via GovOS.com</small>    <small>Key: c79eb713c2d1138050ee611aef6a02e3123</small> </div> <div style="text-align: right;">Date: 08-21-2025</div> </div>

**AGENDA ITEM NO. 3.2**

I certify that the attached register of demands has been prepared and audited under my direction and supervision. I also certify that each demand is accurately set forth and correctly stated, that each is a legal obligation of the City, and that there are sufficient funds available for the payment of each demand.

Please review and approve before:

<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="border: 1px solid black; padding: 2px; text-align: center;"> <small>eSigned via GovOS.com</small>    <small>Key: 255cc3a4f128a3a50b011d4d009bc58bc</small> </div> <div style="text-align: right;">08-21-2025</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <span>Lillian Wen, Finance</span> <span>Date</span> </div>	Comments:
<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="border: 1px solid black; padding: 2px; text-align: center;"> <small>eSigned via GovOS.com</small>    <small>Key: d3b0b08f-d9b0-4693-b443-b7973ca7d3f1</small> </div> <div style="text-align: right;">08-28-2025</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <span>Jarad L. Hildenbrand, City Manager</span> <span>Date</span> </div>	Comments:
<div style="display: flex; justify-content: space-between; align-items: center;"> <div style="border: 1px solid black; padding: 2px; text-align: center;"> <small>eSigned via GovOS.com</small>    <small>Key: 527fc7847e47a25c77b46742bc36c9a</small> </div> <div style="text-align: right;">08-28-2025</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <span>Pam Coleman, City Clerk</span> <span>Date</span> </div>	Comments:

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000716	08/26/2025	PRINTED	014237 AETNA INC	2,424.54			
	DOC	INVOICE NO	ACCOUNT				AMOUNT
	2293	02217018	100-0000-20108-				87.34
	2294	02504485	100-0000-20108-				506.78
	2298	02211125	100-0000-20108-				1,830.42
8000717	08/26/2025	PRINTED	000906 ALL AMERICAN ASPHALT INC	106,387.80			
	1650	211256	600-5803-53201-				106,387.80
8000718	08/26/2025	PRINTED	002742 ALTERNATIVE HOSE INC	54.86			
	1616	6118516	600-5802-53199-				54.86
8000719	08/26/2025	PRINTED	012550 AMERICAN LEAK DETECTION	1,145.00			
	2047	212266277	100-7203-55999-				1,145.00
8000720	08/26/2025	PRINTED	020247 ELIZABETH JACINTO	198.20			
	2224	EDU24/25 2	100-1401-57102-				198.20
8000721	08/26/2025	PRINTED	025053 JORDAN BEAL	439.74			
	2291	02217018	100-0000-20108-				439.74
8000722	08/26/2025	PRINTED	013658 ABBA TERMITE AND PEST CON	220.00			
	876	026985	601-5301-56999-				110.00
	881	027091	601-5301-56999-				110.00
8000723	08/26/2025	PRINTED	020961 BEST DRILLING AND PUMP IN	778,330.25			
	1630	1	600-5802-85107-				779,295.00
	1656	2	600-5802-85107-				40,000.00
8000724	08/26/2025	PRINTED	001312 BLUE CROSS OF CALIFORNIA	10,149.31			
	2307	02502062	100-0000-20108-				2,719.64
	2310	02504000	100-0000-20108-				1,953.15
	2315	02503818	100-0000-20108-				2,796.46
	2316	02504273	100-0000-20108-				2,680.06
8000725	08/26/2025	PRINTED	001342 BLUE SHIELD OF CALIFORNIA	574.29			
	2295	02500260	100-0000-20108-				498.56
	2301	02415242	100-0000-20108-				75.73
8000726	08/26/2025	PRINTED	002313 BURRO CANYON SHOOTING PAR	40.00			
	1915	3488	100-4011-57101-				40.00
8000727	08/26/2025	PRINTED	019138 CALIFORNIA WATERS DEVELOP	741.00			
	702	23914	100-7203-56999-				741.00
8000728	08/26/2025	PRINTED	019138 CALIFORNIA WATERS DEVELOP	741.00			
	698	23496	100-7203-56999-				741.00
8000729	08/26/2025	PRINTED	006583 CAM SERVICES	1,494.00			
	2199	117316	100-2101-56101-				355.00

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
	2305	117317	100-5301-56999-				1,139.00
8000730	08/26/2025	PRINTED	014873 CIVICPLUS INC	569.38			
	DOC	INVOICE NO	ACCOUNT				AMOUNT
	531	341491	100-7101-55999-				569.38
8000731	08/26/2025	PRINTED	018507 CJ CONCRETE CONSTRUCTION	331,384.70			
	2245	7114	263-5201-56103-				22,648.95
	2245	7114	263-5201-56999-				16,173.40
	2245	7114	263-5101-87102-				251,554.74
	2245	7114	287-5101-87102-				58,448.91
8000732	08/26/2025	PRINTED	020315 CULLEN AND ASSOCIATES INC	6,960.00			
	1412	018	100-1801-55999-				6,960.00
8000733	08/26/2025	PRINTED	025049 DEBBIE DELEON	334.50			
	2221	EDU24/25	100-1401-57102-				334.50
8000734	08/26/2025	PRINTED	001004 DEPT OF CONSERVATION	11,558.94			
	1695	SMIP FEES	100-5703-42701-				11,558.94
8000735	08/26/2025	PRINTED	000112 DEPT OF TRANSPORTATION	16,337.96			
	2259	SL251112	100-0000-56205-				4,560.28
	2259	SL251112	100-5702-56999-				11,777.68
8000736	08/26/2025	PRINTED	014203 DIVERSIFIED THERMAL SERVI	12,591.94			
	2273	S49320-2	100-7203-56999-				182.00
	2330	S403714	100-5601-56101-				515.46
	2330	S403714	100-5601-56999-				134.54
	2332	S406196	100-5601-56101-				1,310.76
	2334	S406215	100-5601-56101-				300.00
	2335	S406392	100-5601-56101-				419.18
	2336	S49317	100-5601-56101-				9,730.00
8000737	08/26/2025	PRINTED	011271 DOERSCHEL AND ASSOCIATES	15,875.00			
	2092	162151&128099	100-1601-55999-				15,875.00
8000738	08/26/2025	PRINTED	020029 ENVIRONMENTAL CONSTRUCTIO	188,661.45			
	2135	Application 20 R2	550-5802-85107-				71,350.67
	2135	Application 20 R2	600-5802-85107-				127,240.33
8000739	08/26/2025	PRINTED	014257 EPIC SPORTS INC	4,283.81			
	530	8344052	100-7103-53101-				4,283.81
8000740	08/26/2025	PRINTED	025059 FERNANDEZ ROOFING CORP	50.00			
	1820	BL 218429	100-1842-42110-				50.00
8000741	08/26/2025	PRINTED	025055 ORIETTA M GAMBOZ	321.18			
	2308	02405877	100-0000-20108-				321.18

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000742	08/26/2025	PRINTED	002445 GMS ELEVATOR SERVICES	815.00			
	DOC	INVOICE NO	ACCOUNT				AMOUNT
	784	125381	100-5601-56101-				815.00
8000743	08/26/2025	PRINTED	020750 HEALTH NOW	2,590.05			
	2303	02502062	100-0000-20108-				2,590.05
8000744	08/26/2025	PRINTED	016194 JASON HURD-SERVIN	221.36			
	1960	06/23-26/2025RB	100-4011-57101-				221.36
8000745	08/26/2025	PRINTED	025060 IDEAL PRODUCTS OF AMERICA	105.00			
	1817	BL 218384	100-1842-42110-				105.00
8000746	08/26/2025	PRINTED	020380 IMPERIAL COUNTY OFFICE OF	2,426.43			
	2132	INV25-01055	100-2102-56201-				2,426.43
8000747	08/26/2025	PRINTED	018938 INDUSTRIAL DOOR GROUP	4,938.78			
	2026	25-801917	100-7203-56101-				4,938.78
8000748	08/26/2025	PRINTED	020871 INNOVATIVE PROCESS CONTRO	973.89			
	1730	INV-IPC-1451	600-5802-56102-				973.89
8000749	08/26/2025	PRINTED	001828 IRV SEAVER MOTORCYCLES	2,395.19			
	1794	20250345	100-5401-56999-				1,154.77
	1795	20250347	100-5401-56999-				308.66
	1796	20250350	100-5401-56999-				931.76
8000750	08/26/2025	PRINTED	003842 ITERIS INC	17,124.02			
	659	182217	287-5703-87101-				350.05
	659	182217	550-5703-87101-				3,024.42
	659	182217	550-5703-87102-				406.05
	1397	182455	100-5001-55999-				13,343.50
8000751	08/26/2025	PRINTED	001720 KAISER	9,218.99			
	2317	02306728	100-0000-20108-				1,899.68
	2318	02400296	100-0000-20108-				2,417.38
	2319	02313711	100-0000-20108-				2,461.84
	2320	02401053	100-0000-20108-				2,440.09
8000752	08/26/2025	PRINTED	000199 KENNEDY EQUIPMENT CO INC	132.44			
	1525	63905	270-5201-56101-				132.44
8000753	08/26/2025	PRINTED	018640 KONICA MINOLTA BUSINESS S	238.67			
	1376	502857430/502857650	100-2101-56301-				146.08
	1380	502857176	100-2101-56101-				44.69
	2130	502541934	100-2101-56101-				38.79
	2131	503547931	100-2101-56101-				9.11
8000754	08/26/2025	PRINTED	001849 KUSTOM IMPRINTS	2,949.06			
	2323	51557	100-6001-53101-				1,356.68

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
2323		51557	100-6201-53102-				986.66
DOC		INVOICE NO	ACCOUNT				AMOUNT
2326		51558	100-6301-53102-				420.23
2328		51559	100-6001-53101-				172.15
2328		51559	100-6201-53102-				13.34
8000755	08/26/2025	PRINTED 025056	MIRIAM LEHRER	81.80			
2312		02501909	100-0000-20108-				81.80
8000756	08/26/2025	PRINTED 021021	LINEGEAR INC	6,785.02			
1721		61194	225-3216-53102-				424.54
1722		61195	225-3216-53102-				3,904.86
1723		61196	225-3216-54101-				2,455.62
8000757	08/26/2025	PRINTED 021049	CHUNG CHANG LIU	752.04			
2300		02206303-2	100-0000-20108-				752.04
8000758	08/26/2025	PRINTED 002332	MC PEEK DODGE	114.07			
2306		134468	100-0000-15203-				114.07
8000759	08/26/2025	PRINTED 016212	MILLER, TERRY	1,497.60			
965		Summer25-Miller	100-7101-55999-				1,497.60
8000760	08/26/2025	PRINTED 025057	CAROLINE MONTANA	424.60			
2313		02500225	100-0000-20108-				424.60
8000761	08/26/2025	PRINTED 002880	MOORE IACOFANO GOLTSMAN	18,820.00			
1984		0091697	510-7201-84101-				12,865.00
1987		0092400	510-7201-84101-				5,955.00
8000762	08/26/2025	PRINTED 000261	MUNICIPAL WATER DISTRICT	991.80			
1792		3177	600-5802-53101-				575.80
1793		3191	600-5802-53101-				416.00
8000763	08/26/2025	PRINTED 000909	NATIONAL CONSTRUCTION REN	4,445.40			
1998		7854140	100-7203-56301-				4,445.40
8000764	08/26/2025	PRINTED 001987	NIEVES LANDSCAPE LLC	2,775.20			
2028		82036	294-5501-56103-				98.84
2046		82037	293-5501-56103-				270.19
2049		82046	600-5501-56103-				73.37
2051		82041	100-5501-56103-				70.39
2052		82044	100-5501-56103-				41.86
2053		82130	100-5501-56103-				187.50
2055		82200	100-5501-56103-				182.01
2057		82201	100-5501-56103-				73.37
2060		82129	263-5201-56103-				1,777.67
8000765	08/26/2025	PRINTED 019237	EDINGER URGENT CARE MEDIC	562.00			
1787		00078271-00	100-1401-55101-				362.00

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
1788		00078022-00	100-1401-55101-				200.00
8000766	08/26/2025	PRINTED	025050 ERIK NOGLE	1,500.00			
		DOC	INVOICE NO				AMOUNT
		2229	EDU24/25				1,500.00
8000767	08/26/2025	PRINTED	000096 ORANGE CNTY TREASURER-TAX	609,093.29			
		2138	AC2590099 100-0000-56999-				609,093.29
8000768	08/26/2025	PRINTED	000300 ORANGE ELDERLY SERVICES I	23,045.97			
		2050	OES-SMP-June2025 263-7104-55000-				23,045.97
8000769	08/26/2025	PRINTED	000570 P J PRINTERS INC	877.18			
		1834	230169 100-4121-53199-				359.85
		1843	230349 100-1801-53101-				86.22
		1843	230349 100-4121-53199-				431.11
8000770	08/26/2025	PRINTED	000570 P J PRINTERS INC	1,405.38			
		2258	229798 100-4011-55104-				261.13
		2258	229798 100-5703-53101-				174.09
		2258	229798 100-6103-55104-				87.05
		2258	229798 100-6205-55104-				87.05
		2262	229306 100-4011-55104-				262.40
		2262	229306 100-1801-55104-				87.45
		2265	228983 100-4011-55104-				446.21
8000771	08/26/2025	PRINTED	020161 PACIFIC PREMIER BANK	10,166.85			
		1966	RETRELAGR7529 600-0000-20103-				10,166.85
8000772	08/26/2025	PRINTED	001325 PEST OPTIONS, INC	805.00			
		525	465214 100-7203-56999-				290.00
		527	465210 100-7203-56999-				225.00
		528	465229 100-7203-56999-				290.00
8000773	08/26/2025	PRINTED	018185 PREMIER FIRST RESPONDER	850.00			
		1576	1729 100-4011-55101-				700.00
		1578	1800 100-4011-55101-				150.00
8000774	08/26/2025	PRINTED	025054 PROSPECT HEALTH PLAN INC	508.27			
		2296	02417319 100-0000-20108-				508.27
8000775	08/26/2025	PRINTED	017564 PROTELESIS CORP	886.86			
		2128	A-101354 100-1601-56201-				886.86
8000776	08/26/2025	PRINTED	001006 SASE COMPANY LLC	531.21			
		2297	374246 263-5201-53201-				531.21
8000777	08/26/2025	PRINTED	001006 SASE COMPANY INC	531.21			
		49	INV374246 263-5201-53201-				531.21

## AP CHECK RECONCILIATION REGISTER

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
8000778	08/26/2025	PRINTED	002219 SPECTRUM GAS PRODUCTS	777.42			
	DOC	INVOICE NO	ACCOUNT				AMOUNT
	1668	00652197	100-0000-15203-				777.42
8000779	08/26/2025	PRINTED	005937 STATE OF CALIFORNIA	462.60			
	2085	SB1473	100-0000-20302-				462.60
8000780	08/26/2025	PRINTED	025043 STETSON ENGINEERS INC	3,587.00			
	1754	2950-001	600-5802-55999-				3,587.00
8000781	08/26/2025	PRINTED	019329 TESS ELECTRIC INC	14,273.47			
	2137	1629	600-5802-85107-				14,273.47
8000782	08/26/2025	PRINTED	001919 TETRA TECH INC	45,028.70			
	1826	52442428	600-5802-85107-				3,019.94
	1835	52427257	600-5802-85107-				12,745.63
	1837	52450230	600-5802-85107-				29,263.13
8000783	08/26/2025	PRINTED	018234 THE HUB OC	77,025.77			
	1970	460	412-6431-55999-				37,050.40
	1976	82	412-6431-55999-				21,040.13
	1977	83	412-6431-55999-				18,935.24
8000784	08/26/2025	PRINTED	012345 TRITON TECHNOLOGY SOLUTIO	41,126.85			
	2219	3653	200-1601-80299-				41,126.85
8000785	08/26/2025	PRINTED	000551 V & V MANUFACTURING INC	124.94			
	1917	62409	100-4011-53102-				124.94
8000786	08/26/2025	PRINTED	019878 VERDE DESIGN INC	2,750.00			
	711	15-2319700	512-7201-84101-				2,750.00
8000787	08/26/2025	PRINTED	000448 WILLDAN ENGINEERING	35,251.75			
	2311	00235405	100-6201-55999-				15,865.00
	2314	002-35406	100-6201-55999-				19,386.75
72 CHECKS CASH ACCOUNT TOTAL				2,443,856.98	.00		

AP CHECK RECONCILIATION REGISTER

		UNCLEARED	CLEARED
72 CHECKS	FINAL TOTAL	2,443,856.98	.00

\*\* END OF REPORT - Generated by Holli Kittleson \*\*



**AP CHECK RECONCILIATION REGISTER**

FOR CASH ACCOUNT: 998-0000-10000-

FOR: Uncleared

CHECK #	CHECK DATE	TYPE	VENDOR NAME	UNCLEARED	CLEARED	BATCH	CLEAR DATE
55471	08/13/2025	WIRE	000261 MUNICIPAL WATER DISTRICT	1,112,182.00			
82625	08/26/2025	WIRE	004255 US BANK NATIONAL ASSOC ND	8,566.15			
826252	08/26/2025	WIRE	004255 US BANK NATIONAL ASSOC ND	10,090.10			
3 CHECKS				CASH ACCOUNT TOTAL	1,130,838.25	.00	


Report generated: 08/27/2025 07:58  
User: lwen  
Program ID: apchkrcn

Page 1

City of Orange  
Finance Department - Accounts Payable  
**WEEKLY WARRANT WRITING CHECK REGISTER**

0326




WW #

<b>Warrant Writing</b>	Warrant Writing Confirmation Date: 08/26/25 5 of 6 reports for 09/09/25 Council Meeting
Notes:	
Requester Signature:	<div style="display: flex; justify-content: space-between; align-items: center;"><div style="border: 1px solid black; padding: 5px; text-align: center;"><small>eSigned via GovOS.com</small>  <small>Key: c79eb713c2d1138950ee611aef6a02e3123</small></div><div style="text-align: right;">Date: 08-27-2025</div></div>

**AGENDA ITEM NO. 3.2**

I certify that the attached register of demands has been prepared and audited under my direction and supervision. I also certify that each demand is accurately set forth and correctly stated, that each is a legal obligation of the City, and that there are sufficient funds available for the payment of each demand.

Please review and approve before:

<div style="display: flex; justify-content: space-between; align-items: center;"><div style="border: 1px solid black; padding: 5px; text-align: center;"><small>eSigned via GovOS.com</small>  <small>Key: 255cc3a4f128a3a5d5b011d4d009bc584c</small></div><div style="text-align: right;">08-27-2025</div></div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"><span>Lillian Wen, Finance</span><span>Date</span></div>	Comments:
<div style="display: flex; justify-content: space-between; align-items: center;"><div style="border: 1px solid black; padding: 5px; text-align: center;"><small>eSigned via GovOS.com</small>  <small>Key: d3b0b08f-d989-4693-b443-b7973ca7d317</small></div><div style="text-align: right;">08-28-2025</div></div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"><span>Jarad L. Hildenbrand, City Manager</span><span>Date</span></div>	Comments:
<div style="display: flex; justify-content: space-between; align-items: center;"><div style="border: 1px solid black; padding: 5px; text-align: center;"><small>eSigned via GovOS.com</small>  <small>Key: 527fc7847e47a25c77b46742bc39ca</small></div><div style="text-align: right;">08-28-2025</div></div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"><span>Pam Coleman, City Clerk</span><span>Date</span></div>	Comments:



# Agenda Item

## Orange City Council

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**Item #:** 3.3.

**9/9/2025**

**File #:** 25-0514

---

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Pamela Coleman, City Clerk/City Clerk Services Director

### **1. SUBJECT**

Approval of minutes of the City of Orange City Council Regular Meeting held on August 26, 2025.

### **2. SUMMARY**

Submitted for your consideration and approval are the minutes of the above meeting.

### **3. RECOMMENDED ACTION**

Approve minutes as presented.

### **4. ATTACHMENT**

- August 26, 2025, Regular Meeting minutes



# Agenda Item

## Orange City Council

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**Item #:** 3.3.

9/9/2025

**File #:** 25-0514

---

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Pamela Coleman, City Clerk/City Clerk Services Director

### 1. SUBJECT

Approval of minutes of the City of Orange City Council Regular Meeting held on August 26, 2025.

### 2. SUMMARY

Submitted for your consideration and approval are the minutes of the above meeting.

### 3. RECOMMENDED ACTION

Approve minutes as presented.

### 4. ATTACHMENT

- August 26, 2025, Regular Meeting minutes

**MINUTES - DRAFT**

**City of Orange**

**Orange City Council**

August 26, 2025

---

The City Council of the City of Orange, California convened on Tuesday, August 26, 2025, at 5:00 p.m. in a Regular Meeting in the Council Chamber, 300 E. Chapman Avenue, Orange, California.

**5:00 PM CLOSED SESSION**

**1. CALL TO ORDER**

Mayor Slater called Closed Session to order at 5:00 p.m.

**1.1 ROLL CALL**

**Present:** Bilodeau, Barrios, Dumitru, Gutierrez, Tavoularis, Gyllenhammer, and Slater

**Absent:** None

Councilmember Gutierrez joined Closed Session at 5:02 p.m.

**2. PUBLIC COMMENTS ON CLOSED SESSION ITEMS**

None

**3. RECESS TO CLOSED SESSION**

The City Council recessed to Closed Session at 5:01 p.m. with all Members present, except Councilmember Gutierrez who joined Closed Session at 5:02 p.m., to discuss the following:

**a. PUBLIC EMPLOYMENT**

Pursuant to Government Code Section 54957(b)1

Titles: City Attorney

**b. CONFERENCE WITH LABOR NEGOTIATORS**

Pursuant to Government Code Section 54957.6

City Negotiators: Jarad Hildenbrand, City Manager; Monica Espinoza, Human Resources Director

Employee Organizations: Orange Management Association, International Brotherhood of Electrical Workers (IBEW) Local 47 (Maintenance and Crafts and Water Division), and Top Management

**c. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**

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

**4. CLOSED SESSION REPORT**

None

**5. ADJOURNMENT**

Closed Session was adjourned at 5:52 p.m.

**6:00 PM REGULAR SESSION****1. OPENING/CALL TO ORDER**

Mayor Slater called the meeting to order at 6:01 p.m.

**1.1 INVOCATION**

Given by Sister Katherine Gray from Sisters of St. Joseph of Orange.

**1.2 PLEDGE OF ALLEGIANCE**

Led by City Manager Jarad Hildenbrand.

**1.3 ROLL CALL**

**Present:** Bilodeau, Dumitru, Gutierrez, Tavoularis, Gyllenhammer, and Slater

**Absent:** Barrios

**1.4 PRESENTATIONS/ANNOUNCEMENTS**

Proclamation honoring K-9 Wyatt for seven and a half years of service to the City of Orange.

Proclamation recognizing September as Hunger Action Month.

Proclamation recognizing Polly's Pies Banberry Pie as the official pie of the City of Orange.

**1.5 REPORT ON CLOSED SESSION ACTIONS**

None

**2. PUBLIC COMMENTS**Public Speakers:

Greg Arrowsmith reviewed information available on Transparent California.

Anne McDermott, Design Review Committee Member, voiced concern over recent criticism of the Design Review Committee process.

Doug Redding spoke about fundraising efforts to bring the Wall that Heals to Orange in October.

Cynthia Gonzalez spoke about ongoing federal immigration raids.

Mary E. Oberschlake implored Council to join a federal lawsuit challenging widespread immigration raids.

Jason Will spoke about ongoing federal immigration raids by masked agents.

Kimberly O'Neill implored Council to join a federal lawsuit challenging widespread

immigration raids.

Gaston Castellanos implored Council to join a federal lawsuit challenging widespread immigration raids.

Jane Hudson implored Council to join a federal lawsuit challenging widespread immigration raids.

Dex Spillers spoke about ongoing federal immigration raids by masked agents.

Anne Stahl-Hughett implored Council to join a federal lawsuit challenging widespread immigration raids.

Mel Vernon spoke about ongoing federal immigration raids.

Gina Boglino spoke about ongoing federal immigration raids.

Lynnette Gertz implored Council to join a federal lawsuit challenging widespread immigration raids.

Roshnee Moorthy implored Council to join a federal lawsuit challenging widespread immigration raids.

Angela Ledevaeh spoke about effects of federal immigration raids on families and implored Council to join a federal lawsuit challenging widespread immigration raids.

Kathe Voss cautioned Council to thoroughly review the accuracy of the Grant Thornton report before making any decisions.

#### Written Public Comment

Janice Brownfield submitted an email encouraging education efforts for Orange residents about the importance of using organic waste carts for kitchen food scraps.

### **3. CONSENT CALENDAR**

All items on the Consent Calendar are considered routine and are enacted by one motion approving the recommended action listed on the Agenda. Any member of the City Council, staff, or the public may request an item be removed from the Consent Calendar for discussion or separate action. Unless otherwise specified in the request to remove an item from the Consent Calendar, all items removed shall be considered immediately following action on the remaining items on the Consent Calendar.

#### **3.1. Waive reading in full of all ordinances on the Agenda.**

ACTION: Approved.

#### **3.2. Approval of minutes of the City of Orange City Council Regular Meeting held on August 12, 2025.**

ACTION: Approved minutes as presented.

#### **3.3. Agreement with Officer Michael Osborn for the transfer of ownership of police service dog, Wyatt, assigned to the Police Department's Canine Team.**

ACTION: Approved the agreement with Michael Osborn to transfer ownership of canine Wyatt; and authorized the Mayor and City Clerk to execute on behalf of the City.

#### **3.4. Agreement with Bear Electrical Solutions, LLC for on-call signal, lighting, and electrical services.**

ACTION: 1) Approved the agreement with Bear Electrical Solutions, LLC in the amount not-to-exceed \$750,000 for on-call signal, lighting, and electrical services; and authorized the Mayor and City Clerk to execute on behalf of the City.

2) Authorized the City Manager to execute an optional two-year contract extension in the amount not-to-exceed \$500,000.

**3.5. Cooperative Agreement between the City of Anaheim and the City of Orange for the Ball Road-Taft Avenue Corridor Regional Traffic Signal Synchronization Project.**

ACTION: Approved the cooperative agreement with the City of Anaheim in the amount of \$61,520 for the implementation of Ball Road-Taft Avenue Corridor Regional Traffic Signal Synchronization Project; and authorized the Mayor and City Clerk to execute on behalf of the City.

**3.6. Approval of plans and specifications for the Main Street and Providence Avenue Sewer Improvements and Tustin Street Storm Drain Rehabilitation Project; authorization to advertise for bids; and finding of California Environmental Quality Act (CEQA) exemption.**

ACTION: 1) Approved the plans and specifications and authorized advertising for Bid No. 25-26.01; Main Street and Providence Avenue Sewer Improvements and Tustin Street Storm Drain Rehabilitation Project (SP-4307).

2) Found that the proposed project is categorically exempt from the provisions of CEQA per State CEQA Guidelines 15301 (Class 1(c) - Existing Facilities).

**3.7. Award of Contract to Peterson-Chase General Engineering Construction Inc. for Bridge Preventive Maintenance/Repair; Bid No. 24-25.23 (SP-3880).**

ACTION: 1) Accepted into the City's revenue budget \$1,014,624 in grant funds from Federal Highway Administration Highway Bridge Program to Reimbursable Capital Projects (550):

550-5101-43301-255703 Structural Evaluation of City's Bridges

2) Authorized the appropriation of \$1,014,624 to Reimbursable Capital Projects (550):

550-5101-82001-255703 Structural Evaluation of City's Bridges

3) Authorized the appropriation of \$580,748 from Measure M2 (263) unreserved fund balance to:

263-5101-82001-255703 Structural Evaluations of City's Bridges

4) Approved the contract with Peterson-Chase General Engineering Construction, Inc. in the amount of \$2,831,237, representing an original bid amount of \$2,696,416, plus a 5% contingency of \$134,821, for Bridge Preventive Maintenance/Repair; and authorized the Mayor and City Clerk to execute on behalf of the City.

**3.8. Approval of Final Tract Map No. 19253 for the Viewpoint Homes Project located at 901 E. Katella Avenue (formerly known as Intracorp Homes Project).**

Note: Councilmember Gutierrez registered a no vote.

ACTION: Approved Final Tract Map No. 19253.

**3.9. Quitclaim of Storm Drain Easement at 2013 North Batavia Street.**

ACTION: Authorized the Mayor to execute a Quitclaim Deed of the storm drain easement to 2015 N. Batavia Street, LLC, a Nevada Limited Liability Company, at 2013 North Batavia Street (APN 374-651-08).



**3.10. Memorandum of Understanding between the City of Orange and the Orange Management Association. Resolution No. 11632.**

ACTION: Adopted Resolution No. 11632. A Resolution of the City Council of the City of Orange rescinding Resolution No. 11512 and approving the Memorandum of Understanding between the City of Orange and the Orange Management Association concerning wages, hours, and other conditions of employment effective July 1, 2025, through and including June 30, 2026.

**Approval of the Consent Calendar**

Councilmember Gutierrez registered a no vote on Item 3.8. All other items were approved as recommended.

A motion was made by Mayor pro tem Bilodeau, seconded by Councilmember Gutierrez, to approve the Consent Calendar as recommended. The motion carried by the following vote:

**Ayes:** Bilodeau, Dumitru, Gutierrez, Tavoularis, Gyllenhammer, and Slater

**Noes:** None

**Absent:** Barrios

**END OF CONSENT CALENDAR**

\*\*\*\*\*

**4. REPORTS FROM MAYOR SLATER****4.1. Discussion on implementation of Grant Thornton recommendations.**

Mayor Slater asked for an update. Staff confirmed the full Grant Thornton report is on the City's website. City Manager Hildenbrand meets with Grant Thornton next week.

Public Speaker:

Reggie Mundekis spoke about the importance of increasing revenue to avoid bankruptcy.

**4.2. Chapman University Liaison Committee.**

Mayor Slater proposed establishing a liaison committee comprised of three Councilmembers.

A motion was made by Mayor Slater, seconded by Councilmember Gyllenhammer, to establish a Chapman University Liaison Committee comprised of Councilmember Dumitru, Councilmember Tavoularis, and Mayor Slater. The motion carried by the following vote:

**Ayes:** Bilodeau, Dumitru, Gutierrez, Tavoularis, Gyllenhammer, and Slater

**Noes:** None

**Absent:** Barrios

**4.3. Other Mayor Reports**

Mayor Slater announced the fountain in Plaza Park was hit by a car early Sunday morning. Council acknowledged improved safety is needed around the Plaza and tasked staff to return with a report outlining improved safety measure options.

## 5. REPORTS FROM COUNCILMEMBERS

Councilmember Gutierrez thanked Orange Police Department, Orange Unified School District, and Resilience OC for organizing an informational immigration resource meeting for the El Modena Community.

Mayor pro tem Bilodeau reported Transportation Corridor Agencies entered into an agreement with OCTA and Riverside County Transportation Commission to begin construction of the 241/91 Express Connector project. He also reported the Orange County Water District's employees' post employment benefits are fully funded.

## 6. AB 1234 REPORTS

None

## 7. REPORTS FROM CITY MANAGER

None

## 8. PUBLIC HEARINGS

### 8.1. Public Hearing to consider Introduction and First Reading of an ordinance amending provisions in Title 17 of the Orange Municipal Code relating to the sale and service of alcoholic beverages in conjunction with the operation of a bona fide restaurant, subject to special use regulations; and finding of California Environmental Quality Act (CEQA) exemption. Ordinance No. 13-25.

Associate Planner Arlen Beck provided the staff report utilizing a PowerPoint presentation. Staff answered Council's questions concerning appeals, existing permits, and the Planning Commission's recommendation to remove Condition #20, which is the prohibition of generic drink specials or happy hour promotions (Section 17.30.025.A.20).

Mayor Slater opened the Public Hearing at 7:26 p.m.; there being no speakers, Mayor Slater closed the Public Hearing at 7:26 p.m.

A motion was made by Councilmember Tavoularis, seconded by Councilmember Gyllenhammer, to:

1) Introduce and conduct First Reading of Ordinance No. 13-25 with the removal of Condition #20. An Ordinance of the City Council of the City of Orange amending Title 17 (Zoning) of the Orange Municipal Code to allow the sale and service of alcoholic beverages in conjunction with the operation of a bona fide restaurant as a permitted use in certain zoning districts subject to special use regulations.

2) Find the ordinance categorically exempt from CEQA per State CEQA Guidelines Sections 15061(b)(3).

The motion carried by the following vote:

**Ayes:** Bilodeau, Gutierrez, Tavoularis, Gyllenhammer, and Slater

**Noes:** Dumitru

**Absent:** Barrios

## 9. ADMINISTRATIVE REPORTS

- 9.1. **Establishment of Permit Parking Area “AD” to be compromised of the east side of S. Swidler Place from E. Chapman Avenue to E. Almond Avenue and E. Almond Avenue from S. Swidler Place to S. Olympia Way. Resolution No. 11630.**

Written Public Comment

Natalie Perez submitted an eComment in support of approval.

A motion was made by Councilmember Dumitru, seconded by Councilmember Gyllenhammer, to adopt Resolution No. 11630. A Resolution of the City Council of the City of Orange adopting a revised master resolution of designated permit parking areas and established permit parking opportunity areas within the City of Orange. The motion carried by the following vote:

**Ayes:** Bilodeau, Dumitru, Gutierrez, Tavoularis, Gyllenhammer, and Slater

**Noes:** None

**Absent:** Barrios

After item approval, a member of the public requested to speak. Mayor Slater allowed him to speak.

Public Speaker:

Michael R. Brown, Americana Apartments, spoke about the impacts permit parking will have on residents of his apartment complex.

- 9.2. **Fiscal Years 2025-2030 Citywide Strategic Plan Quarterly Update.**

Senior Assistant to the City Manager Jack Morgan provided an update utilizing a PowerPoint presentation.

The report was received and filed.

## 10. ADJOURNMENT

There being no further business, the meeting was adjourned at 7:42 p.m.

The next Regular City Council meeting will be held on Tuesday, September 9, 2025, at 6:00 p.m., in the Council Chamber, with Closed Session beginning at 5:00 p.m., if necessary.

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PAMELA COLEMAN  
CITY CLERK

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DANIEL R. SLATER  
MAYOR



# Agenda Item

## Orange City Council

Item #: 3.4.

9/9/2025

File #: 25-0451

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Sean deMetropolis, Fire Chief

### 1. SUBJECT

Agreement with The Jungle Nursery, Inc. for weed abatement services for Fiscal Year 2025-2026.

### 2. SUMMARY

A one-year agreement with The Jungle Nursery, Inc. for weed abatement services conducted on designated City-owned lots. The total amount of the agreement is not to exceed \$106,409, of which \$79,240 is designated for weed abatement services and \$27,169 is reserved for as-needed weed spraying costs.

### 3. RECOMMENDED ACTION

Approve the agreement with The Jungle Nursery, Inc. in the amount of \$106,409 for weed abatement services; and authorize the Mayor and City Clerk to execute on behalf of the City.

### 4. FISCAL IMPACT

The expense for this agreement is \$106,409 and will be funded through General Fund (100) respectively:

100-3112-56105	Weed Abatement Services	\$106,409
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### 5. STRATEGIC PLAN GOALS

Goal 1: Maintain Strong Emergency and Safety Services.

### 6. DISCUSSION AND BACKGROUND

The Orange City Fire Department is committed to safeguarding the safety and welfare of families residing in the urban-wildland interface. To reduce the risk of fires in these areas of the city, the Fire Prevention Bureau manages a weed abatement program that conducts biannual inspections and coordinates the removal of dead and overgrown vegetation from designated City-owned lots. Additionally, the bureau enforces compliance on private lots as needed to ensure all properties meet established defensible space standards.

The department contracts with a private landscape company to perform bi-annual clearance of over twenty City-owned lots, primarily located along roadways, creek beds, and open spaces. When private property owners are found to be out of compliance, they are notified by mail and asked to address the identified issues. If owners fail to resolve code violations after multiple notices, the Fire Department will coordinate with its weed abatement services vendor to carry out the necessary work.

The property owner is then responsible for reimbursing the City for the cost of these services.

The vendor, The Jungle Nursery, Inc. (Jungle Nursery), has been providing these services to the department since 2013. Jungle Nursery received the highest Request for Proposal (RFP) score based on customer service, resource assignment capabilities, experience, and competitive pricing. Throughout this period, they have maintained stable pricing while consistently delivering a high level of service. Given the department's ongoing satisfaction with Jungle Nursery's service quality and cost-effectiveness, staff has determined that initiating a new bidding process is neither feasible nor necessary at this time.

Staff recommends approving the Weed Abatement Services Agreement with Jungle Nursery for Fiscal Year 2025-2026 (FY26). The one-year agreement is not to exceed \$106,409, with approximately \$79,000 allocated specifically for weed abatement efforts on City-owned lots and \$27,000 reserved for as-needed costs for weed spraying. Over the past five years, the average annual expenditure for these services has been \$74,000, although this amount fluctuates annually depending on precipitation levels and vegetation growth on City-owned parcels.

## **7. ATTACHMENTS**

- Attachment 1 FY26 Weed Abatement Services Agreement
- Attachment 2 FY26 The Jungle Weed Abatement Services Pricing
- Attachment 3 Weed Abatement City Parcel Maps



# Agenda Item

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**PROFESSIONAL SERVICES AGREEMENT**  
**[Weed Abatement Services]**

**THIS PROFESSIONAL SERVICES AGREEMENT** (the "Agreement") is made at Orange, California, on this \_\_\_\_ day of \_\_\_\_\_, 2025 (the "Effective Date") by and between the CITY OF ORANGE, a municipal corporation ("City"), and THE JUNGLE NURSERY, INC., a California corporation ("Contractor"), who agree as follows:

**1. Services.** Subject to the terms and conditions set forth in this Agreement, Contractor shall provide to the reasonable satisfaction of City the services set forth in Exhibit "A," which is attached hereto and incorporated herein by reference. As a material inducement to City to enter into this Agreement, Contractor represents and warrants that it has thoroughly investigated and considered the scope of services and fully understands the difficulties and restrictions in performing the work. The services which are the subject of this Agreement are not in the usual course of City's business and City relies on Contractor's representation that it is independently engaged in the business of providing such services and is experienced in performing the work. Contractor shall perform all services in a manner reasonably satisfactory to City and in a manner in conformance with the standards of quality normally observed by an entity providing such services to a municipal agency. All services provided shall conform to all federal, state and local laws, rules and regulations and to the best professional standards and practices. The terms and conditions set forth in this Agreement shall control over any terms and conditions in Exhibit "A" to the contrary.

**2. Compensation and Fees.**

**a.** Contractor's total compensation for all services performed under this Agreement, shall not exceed ONE HUNDRED SIX THOUSAND FOUR HUNDRED NINE DOLLARS and 00/100 (\$106,409.00) without the prior written authorization of City.

**b.** The above compensation shall include all costs, including, but not limited to, all clerical, administrative, overhead, insurance, reproduction, telephone, travel, auto rental, subsistence and all related expenses.

**3. Payment.**

**a.** As scheduled services are completed, Contractor shall submit to City an invoice for the services completed, authorized expenses and authorized extra work actually performed or incurred.

**b.** All such invoices shall state the basis for the amount invoiced, including services completed, the number of hours spent and any extra work performed.

**c.** City will pay Contractor the amount invoiced within thirty (30) days after the approval of the invoice.



9. **Assignment or Subcontracting.** No assignment or subcontracting by Contractor of any part of this Agreement or of funds to be received under this Agreement shall be of any force or effect unless the assignment has the prior written approval of City. City may terminate this Agreement rather than accept any proposed assignment or subcontracting. Such assignment or subcontracting may be approved by the City Manager or his/her designee.

10. **Time of Completion.** Except as otherwise specified in Exhibit "A," Contractor shall commence the work provided for in this Agreement within five (5) days of the Effective Date of this Agreement and diligently prosecute completion of the work within three hundred sixty-five (365) calendar days from such date.

11. **Time Is of the Essence.** Time is of the essence in this Agreement. Contractor shall do all things necessary and incidental to the prosecution of Contractor's work.

12. **Reserved.**

13. **Delays and Extensions of Time.** Contractor's sole remedy for delays outside its control, other than those delays caused by City, shall be an extension of time. No matter what the cause of the delay, Contractor must document any delay and request an extension of time in writing at the time of the delay to the satisfaction of City. Any extensions granted shall be limited to the length of the delay outside Contractor's control. If Contractor believes that delays caused by City will cause it to incur additional costs, it must specify, in writing, why the delay has caused additional costs to be incurred and the exact amount of such cost at the time the delay occurs. No additional costs can be paid that exceed the not to exceed amount stated in Section 2.a, above, absent a written amendment to this Agreement.

14. **Products of Contractor.** The documents, studies, evaluations, assessments, reports, plans, citations, materials, manuals, technical data, logs, files, designs and other products produced or provided by Contractor for this Agreement shall become the property of City upon receipt. Contractor shall deliver all such products to City prior to payment for same. City may use, reuse or otherwise utilize such products without restriction.

15. **Equal Employment Opportunity.** During the performance of this Agreement, Contractor agrees as follows:

a. Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, mental or physical disability, or any other basis prohibited by applicable law. Contractor shall ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, mental or physical disability, or any other basis prohibited by applicable law. Such actions shall include, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, a notice setting forth provisions of this non-discrimination clause.

b. Contractor shall, in all solicitations and advertisements for employees placed by, or on behalf of Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, mental or physical disability, or any other basis prohibited by applicable law.

c. Contractor shall cause the foregoing paragraphs (a) and (b) to be inserted in all subcontracts for any work covered by this Agreement, provided that the foregoing provisions shall not apply to subcontracts for standard commercial supplies or raw materials.

**16. Conflicts of Interest.** Contractor agrees that it shall not make, participate in the making, or in any way attempt to use its position as a consultant to influence any decision of City in which Contractor knows or has reason to know that Contractor, its officers, partners, or employees have a financial interest as defined in Section 87103 of the Government Code.

**17. Indemnity.**

a. To the fullest extent permitted by law, Contractor agrees to indemnify, defend and hold City, its City Council and each member thereof, and the officers, officials, agents and employees of City (collectively the "Indemnitees") entirely harmless from all liability arising out of:

(1) Any and all claims under workers' compensation acts and other employee benefit acts with respect to Contractor's employees or Contractor's subcontractor's employees arising out of Contractor's work under this Agreement, including any and all claims under any law pertaining to Contractor or its employees' status as an independent contractor and any and all claims under Labor Code section 1720 related to the payment of prevailing wages for public works projects; and

(2) Any claim, loss, injury to or death of persons or damage to property caused by any act, neglect, default, or omission of Contractor, or person, firm or corporation employed by Contractor, either directly or by independent contract, including all damages due to loss or theft sustained by any person, firm or corporation including the Indemnitees, or any of them, arising out of, or in any way connected with the work or services which are the subject of this Agreement, including injury or damage either on or off City's property; but not for any loss, injury, death or damage caused by the active negligence or willful misconduct of City. Contractor, at its own expense, cost and risk, shall indemnify any and all claims, actions, suits or other proceedings that may be brought or instituted against the Indemnitees on any such claim or liability covered by this subparagraph, and shall pay or satisfy any judgment that may be rendered against the Indemnitees, or any of them, in any action, suit or other proceedings as a result of coverage under this subparagraph.

**b. Reserved.**

c. Except for the Indemnitees, the indemnifications provided in this Agreement shall not be construed to extend any third party indemnification rights of any kind to any person or entity which is not a signatory to this Agreement.

d. The indemnities set forth in this section shall survive any closing, rescission, or termination of this Agreement, and shall continue to be binding and in full force and effect in perpetuity with respect to Contractor and its successors.

**18. Insurance.**

a. Contractor shall carry workers' compensation insurance as required by law for the protection of its employees during the progress of the work. Contractor understands that it is an independent contractor and not entitled to any workers' compensation benefits under any City program.

b. Contractor shall maintain during the life of this Agreement the following minimum amount of comprehensive general liability insurance or commercial general liability insurance: the greater of (1) Two Million Dollars (\$2,000,000) per occurrence; or (2) all the insurance coverage and/or limits carried by or available to Contractor. Said insurance shall cover bodily injury, death and property damage and be written on an occurrence basis.

c. Contractor shall maintain during the life of this Agreement, the following minimum amount of automotive liability insurance: the greater of (1) a combined single limit of One Million Dollars (\$1,000,000) or (2) all the insurance coverage and/or limits carried by or available to Contractor. Said insurance shall cover bodily injury, death and property damage for all owned, non-owned and hired vehicles and be written on an occurrence basis.

d. Any insurance proceeds in excess of or broader than the minimum required coverage and/or minimum required limits which are applicable to a given loss shall be available to City. No representation is made that the minimum insurance requirements of this Agreement are sufficient to cover the obligations of Contractor under this Agreement.

e. Each policy of general liability and automotive liability shall provide that City, its officers, officials, agents, and employees are declared to be additional insureds under the terms of the policy, but only with respect to the work performed by Contractor under this Agreement. A policy endorsement to that effect shall be provided to City along with the certificate of insurance. In lieu of an endorsement, City will accept a copy of the policy(ies) which evidences that City is an additional insured as a contracting party. The minimum coverage required by Subsection 18.b and c, above, shall apply to City as an additional insured. Any umbrella liability insurance that is provided as part of the general or automobile liability minimums set forth herein shall be maintained for the duration of the Agreement.

f. Contractor shall maintain during the life of this Agreement professional liability insurance covering errors and omissions arising out of the performance of this Agreement with a minimum limit of One Million Dollars (\$1,000,000) per claim. Contractor agrees to keep such policy in force and effect for at least five (5) years from the date of completion of this Agreement.

g. The insurance policies maintained by Contractor shall be primary insurance and no insurance held or owned by City shall be called upon to cover any loss under the policy. Contractor will determine its own needs in procurement of insurance to cover liabilities other than as stated above.

h. Before Contractor performs any work or prepares or delivers any materials, Contractor shall furnish certificates of insurance and endorsements, as required by City, evidencing the aforementioned minimum insurance coverages on forms acceptable to City, which shall provide that the insurance in force will not be canceled or allowed to lapse without at least ten (10) days' prior written notice to City.

i. Except for professional liability insurance coverage that may be required by this Agreement, all insurance maintained by Contractor shall be issued by companies admitted to conduct the pertinent line of insurance business in California and having a rating of Grade A or better and Class VII or better by the latest edition of Best Key Rating Guide. In the case of professional liability insurance coverage, such coverage shall be issued by companies either licensed or admitted to conduct business in California so long as such insurer possesses the aforementioned Best rating.

j. Contractor shall immediately notify City if any required insurance lapses or is otherwise modified and cease performance of this Agreement unless otherwise directed by City. In such a case, City may procure insurance or self-insure the risk and charge Contractor for such costs and any and all damages resulting therefrom, by way of set-off from any sums owed Contractor.

k. Contractor agrees that in the event of loss due to any of the perils for which it has agreed to provide insurance, Contractor shall look solely to its insurance for recovery. Contractor hereby grants to City, on behalf of any insurer providing insurance to either Contractor or City with respect to the services of Contractor herein, a waiver of any right to subrogation which any such insurer may acquire against City by virtue of the payment of any loss under such insurance.

l. Contractor shall include all subcontractors, if any, as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor to City for review and approval. All coverages for subcontractors shall be subject to all of the requirements stated herein.

**19. Termination.** City may for any reason terminate this Agreement by giving Contractor not less than five (5) days' written notice of intent to terminate. Upon receipt of such notice, Contractor shall immediately cease work, unless the notice from City provides otherwise. Upon the termination of this Agreement, City shall pay Contractor for services satisfactorily provided and all allowable reimbursements incurred to the date of termination in compliance with this Agreement, unless termination by City shall be for cause, in which event City may withhold any disputed compensation. City shall not be liable for any claim of lost profits.

**20. Maintenance and Inspection of Records.** In accordance with generally accepted accounting principles, Contractor and its subcontractors shall maintain reasonably full and complete books, documents, papers, accounting records, and other information (collectively, the “records”) pertaining to the costs of and completion of services performed under this Agreement. City and its authorized representatives shall have access to and the right to audit and reproduce any of Contractor's records regarding the services provided under this Agreement. Contractor shall maintain all such records for a period of at least three (3) years after termination or completion of this Agreement. Contractor agrees to make available all such records for inspection or audit at its offices during normal business hours and upon three (3) days' notice from City, and copies thereof shall be furnished if requested.

**21. Compliance with all Laws/Immigration Laws.**

**a.** Contractor shall be knowledgeable of and comply with all local, state and federal laws which may apply to the performance of this Agreement.

**b.** If the work provided for in this Agreement constitutes a “public works,” as that term is defined in Section 1720 of the California Labor Code, for which prevailing wages must be paid, to the extent Contractor's employees will perform any work that falls within any of the classifications for which the Department of Labor Relations of the State of California promulgates prevailing wage determinations, Contractor hereby agrees that it, and any subcontractor under it, shall pay not less than the specified prevailing rates of wages to all such workers. The general prevailing wage determinations for crafts can be located on the website of the Department of Industrial Relations ([www.dir.ca.gov/DLSR](http://www.dir.ca.gov/DLSR)). Additionally, to perform work under this Contract, Contractor must meet all State registration requirements and criteria, including project compliance monitoring.

**c.** Contractor represents and warrants that it:

(1) Has complied and shall at all times during the term of this Agreement comply, in all respects, with all immigration laws, regulations, statutes, rules, codes, and orders, including, without limitation, the Immigration Reform and Control Act of 1986 (IRCA); and

(2) Has not and will not knowingly employ any individual to perform services under this Agreement who is ineligible to work in the United States or under the terms of this Agreement; and

(3) Has properly maintained, and shall at all times during the term of this Agreement properly maintain, all related employment documentation records including, without limitation, the completion and maintenance of the Form I-9 for each of Contractor's employees; and

(4) Has responded, and shall at all times during the term of this Agreement respond, in a timely fashion to any government inspection requests relating to immigration law compliance and/or Form I-9 compliance and/or worksite enforcement by the

Department of Homeland Security, the Department of Labor, or the Social Security Administration.

d. Contractor shall require all subcontractors or subconsultants to make the same representations and warranties as set forth in Subsection 21.c.

e. Contractor shall, upon request of City, provide a list of all employees working under this Agreement and shall provide, to the reasonable satisfaction of City, verification that all such employees are eligible to work in the United States. All costs associated with such verification shall be borne by Contractor. Once such request has been made, Contractor may not change employees working under this Agreement without written notice to City, accompanied by the verification required herein for such employees.

f. Contractor shall require all subcontractors or sub-consultants to make the same verification as set forth in Subsection 21.e.

g. If Contractor or subcontractor knowingly employs an employee providing work under this Agreement who is not authorized to work in the United States, and/or fails to follow federal laws to determine the status of such employee, that shall constitute a material breach of this Agreement and may be cause for immediate termination of this Agreement by City.

h. Contractor agrees to indemnify and hold City, its officers, officials, agents and employees harmless for, of and from any loss, including but not limited to fines, penalties and corrective measures City may sustain by reason of Contractor's failure to comply with said laws, rules and regulations in connection with the performance of this Agreement.

**22. Governing Law and Venue.** This Agreement shall be construed in accordance with and governed by the laws of the State of California and Contractor agrees to submit to the jurisdiction of California courts. Venue for any dispute arising under this Agreement shall be in Orange County, California.

**23. Integration.** This Agreement constitutes the entire agreement of the parties. No other agreement, oral or written, pertaining to the work to be performed under this Agreement shall be of any force or effect unless it is in writing and signed by both parties. Any work performed which is inconsistent with or in violation of the provisions of this Agreement shall not be compensated.

**24. Notice.** Except as otherwise provided herein, all notices required under this Agreement shall be in writing and delivered personally, by e-mail, or by first class U.S. mail, postage prepaid, to each party at the address listed below. Either party may change the notice address by notifying the other party in writing. Notices shall be deemed received upon receipt of same or within three (3) days of deposit in the U.S. Mail, whichever is earlier. Notices sent by e-mail shall be deemed received on the date of the e-mail transmission.

“CONTRACTOR”

The Jungle Nursery, Inc.  
PO Box 45422  
Los Angeles, CA 90045  
Attn.: Carlos Saez

Telephone: (213) 820-1165  
E-Mail: carlos@thejunglenursery.com

“CITY”

City of Orange  
300 E. Chapman Avenue  
Orange, CA 92866-1591  
Attn.: Fire Administrative Captain

Telephone: (714) 288-2506  
E-Mail: alauridsen@cityoforange.org

**25. Counterparts.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Signatures transmitted via facsimile and electronic mail shall have the same effect as original signatures.

**[Remainder of page intentionally left blank; signatures on next page]**

IN WITNESS of this Agreement, the parties have entered into this Agreement as of the year and day first above written.

**“CONTRACTOR”**

THE JUNGLE NURSERY, INC.,  
a California corporation

\*By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_

\*By: \_\_\_\_\_  
Printed Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**“CITY”**

CITY OF ORANGE, a municipal corporation

By: \_\_\_\_\_  
Daniel R. Slater, Mayor

ATTEST:

\_\_\_\_\_  
Pamela Coleman, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Nathalie Adourian  
Senior Assistant City Attorney

- \*NOTE:**
- City requires the following signature(s) on behalf of the Contractor:  
(1) the Chairman of the Board, the President or a Vice-President, AND (2) the Secretary, the Chief Financial Officer, the Treasurer, an Assistant Secretary or an Assistant Treasurer. If only one corporate officer exists or one corporate officer holds more than one corporate office, please so indicate. OR
  - The corporate officer named in a corporate resolution as authorized to enter into this Agreement. A copy of the corporate resolution, certified by the Secretary close in time to the execution of the Agreement, must be provided to City.

√



IN WITNESS of this Agreement, the parties have entered into this Agreement as of the year and day first above written.

**"CONTRACTOR"**

THE JUNGLE NURSERY, INC.,  
a California corporation

\*By: \_\_\_\_\_

Printed Name: CARLOS SAEZ

Title: PRESIDENT

\*By: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Title: \_\_\_\_\_

**"CITY"**

CITY OF ORANGE, a municipal corporation

By: \_\_\_\_\_

Daniel R. Slater, Mayor

ATTEST:

\_\_\_\_\_  
Pamela Coleman, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Nathalie Adourian  
Senior Assistant City Attorney

**\*NOTE:**

--

City requires the following signature(s) on behalf of the Contractor:

(1) the Chairman of the Board, the President or a Vice-President, AND (2) the Secretary, the Chief Financial Officer, the Treasurer, an Assistant Secretary or an Assistant Treasurer. If only one corporate officer exists or one corporate officer holds more than one corporate office, please so indicate. OR

--

The corporate officer named in a corporate resolution as authorized to enter into this Agreement. A copy of the corporate resolution, certified by the Secretary close in time to the execution of the Agreement, must be provided to City.

√

**EXHIBIT “A”**

**SCOPE OF SERVICES**

[Beneath this sheet.]



Landscape • Earth Services • Tree Care • Nursery

**SCOPE OF SERVICES  
CITY OF ORANGE  
WEED AND BRUSH ABATEMENT  
2025-2026**

The services provided by The Jungle Nursery, Inc. under contract for the City of Orange are as follows:

1. To clear weeds and brush (and other natural fuels, e.g., dead trees or limbs) as directed by the City of Orange Fire Department to reduce flammable fuels and to create “defensible space” in the event of fire.
2. To provide weed suppression through the application of “pre-emergent” herbicides as directed and where appropriate by the City of Orange Fire Department.

PO BOX 45422  
Los Angeles CA 90045  
Phone: (213) 820-1165 Fax: (310) 388-5783



**Contract Renewal**  
**City of Orange Brush Control**  
**2025-2026**

<u>No.</u>	<u>Parcel APN</u>	<u>Clear</u>	<u>Spray*</u>	<u>Total</u>
1	085-531	\$600.00	As Needed	\$600.00
2	093-031-02	\$298.00	As Needed	\$298.00
3	360-391-09	\$224.00	As Needed	\$224.00
4	372-701-22	\$110.00	As Needed	\$110.00
5	378-162-01	\$166.00	As Needed	\$166.00
6	379-331-18	\$297.00	As Needed	\$297.00
7	383-071-06	\$303.00	As Needed	\$303.00
8	383-071-26	\$71.00	As Needed	\$71.00
9	383-071-40	\$101.00	As Needed	\$101.00
10	383-161-17	\$155.00	As Needed	\$155.00
11	383-181-12,28	\$1,126.00	As Needed	\$1,126.00
12	390-021-03	\$1,127.00	As Needed	\$2,194.00
13	390-351-03,04,05	\$2,194.00	As Needed	\$2,067.00
14	390-591-08	\$2,066.00	As Needed	\$1,277.00
15	ARR-5	\$1,396.00	As Needed	\$1,396.00
16	370-270-01	\$18,947.00	As Needed	\$18,947.00
17	370-152-01	\$656.00	As Needed	\$656.00
18	370-171-01	\$532.00	As Needed	\$532.00
19	370-181-01	\$1,034.00	As Needed	\$1,034.00
20	370-194-01	\$3,851.00	As Needed	\$3,851.00
21	Horse Trail*	\$4,366.00	No Spray	\$4,366.00

**1/2 YEAR TOTAL**

**\$39,620**

**\$39,771**

**FULL YEAR TOTAL**

**\$79,240**

**\$27,169**

**\$106,409**

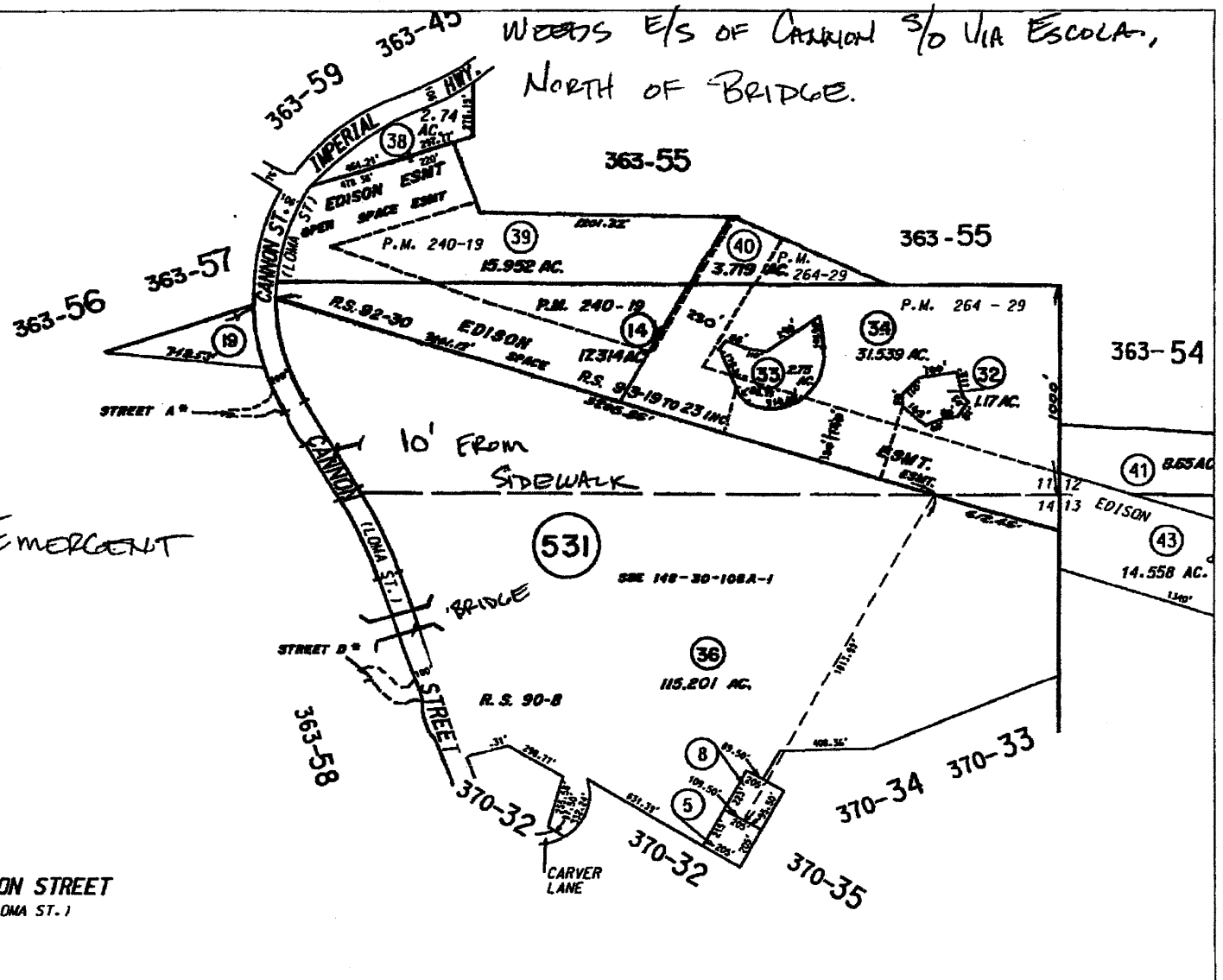
(Total =Clearing + Spray)

(Reserve Only)

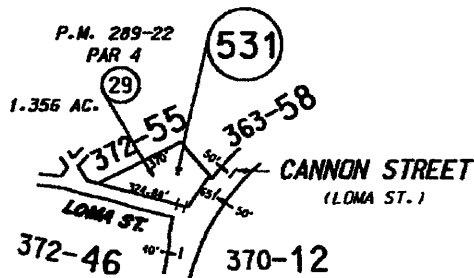
\* Bulk Budget Reserve

\*\*No Spray/Clear Only

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OK TO USE  
PRE & POST EMERGENT



MARCH 1971

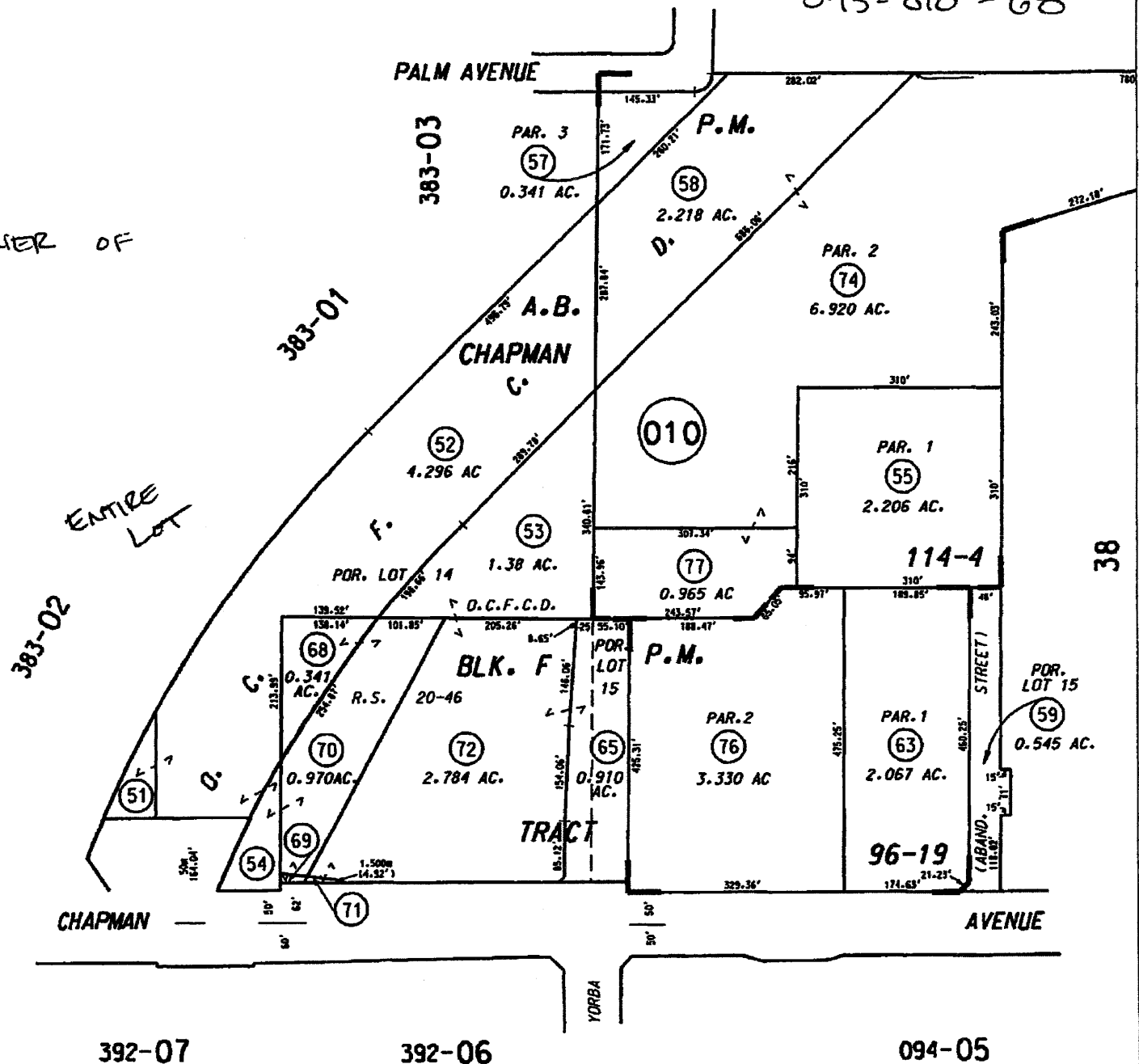
PARCEL MAP  
PARCEL MAP

P.M. 213-39, 240-19, 289-22  
P.M. 289-41, 264-29

NOTE - ASSESSOR'S BLOCK &  
PARCEL NUMBERS

093-010-68

OK TO USE  
Pre & Post  
EMERGENT.



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100' FROM THE CAMBRIDGE CONDO WALL  
093-031-02

09

\* NO PRE & POST  
EMERGENT!  
(UNDER DEVELOPMENT)

100' FROM WALL

CLEAR ENTIRE LOT

OK TO USE  
PRE & POST EMERGENT

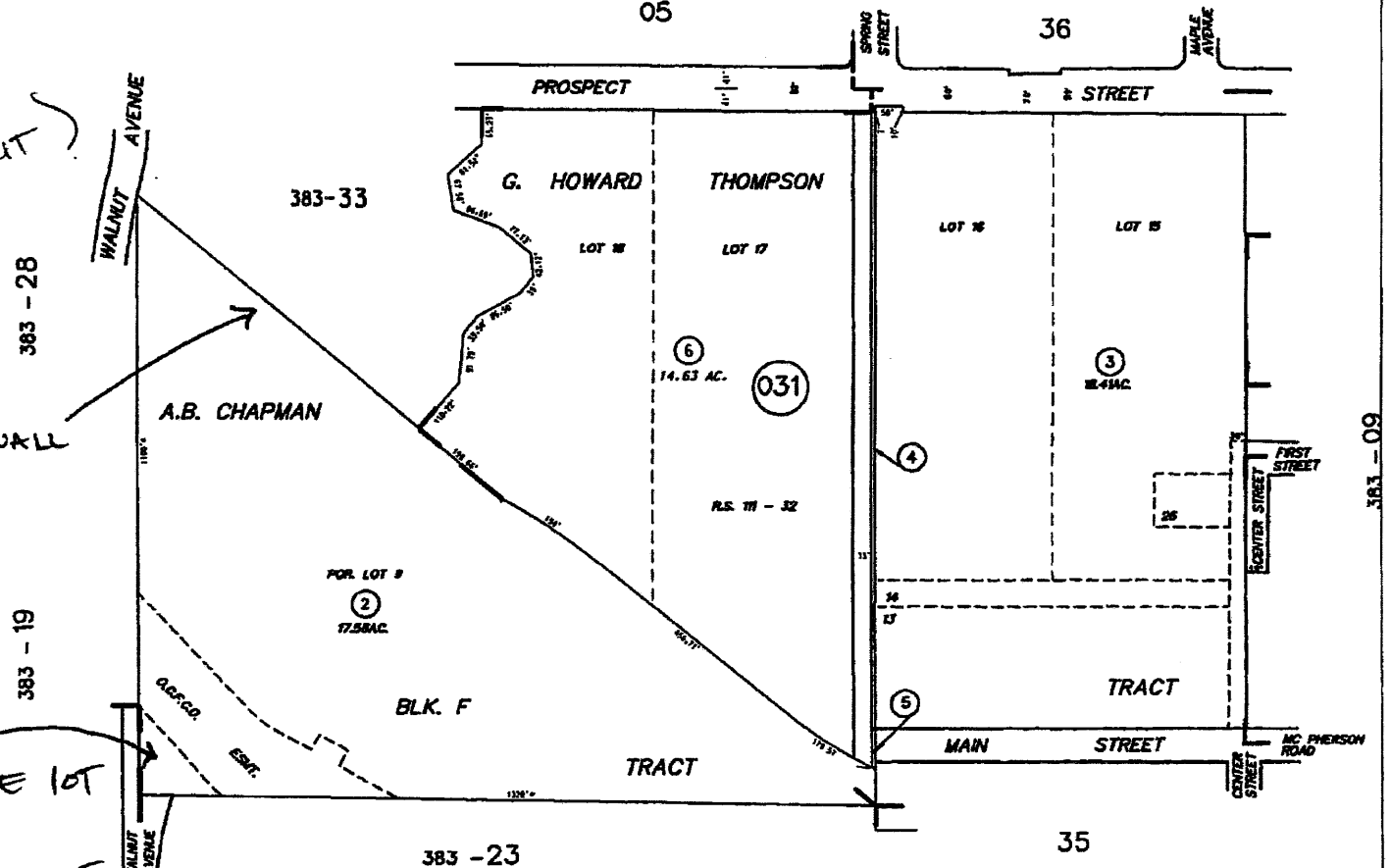
MARCH 1951

G. HOWARD THOMPSON TRACT  
A.B. CHAPMAN TRACT (see also roll map)  
TRACT NO. 13841 (street only)

R.S. 1-22  
M.M. 102-15  
M.M. 674-23 to 27 inc.

NOTE - ASSESSOR'S BLOCK &  
PARCEL NUMBERS  
SHOWN IN CIRCLES

ASSESSOR'S MAP  
BOOK 093 PAGE 03  
COUNTY OF ORANGE



\* PRIVATE ST

15' SAVI EASEMENT N/O BIXBY ST WESTHAVEN &  
BUTTERFIELD

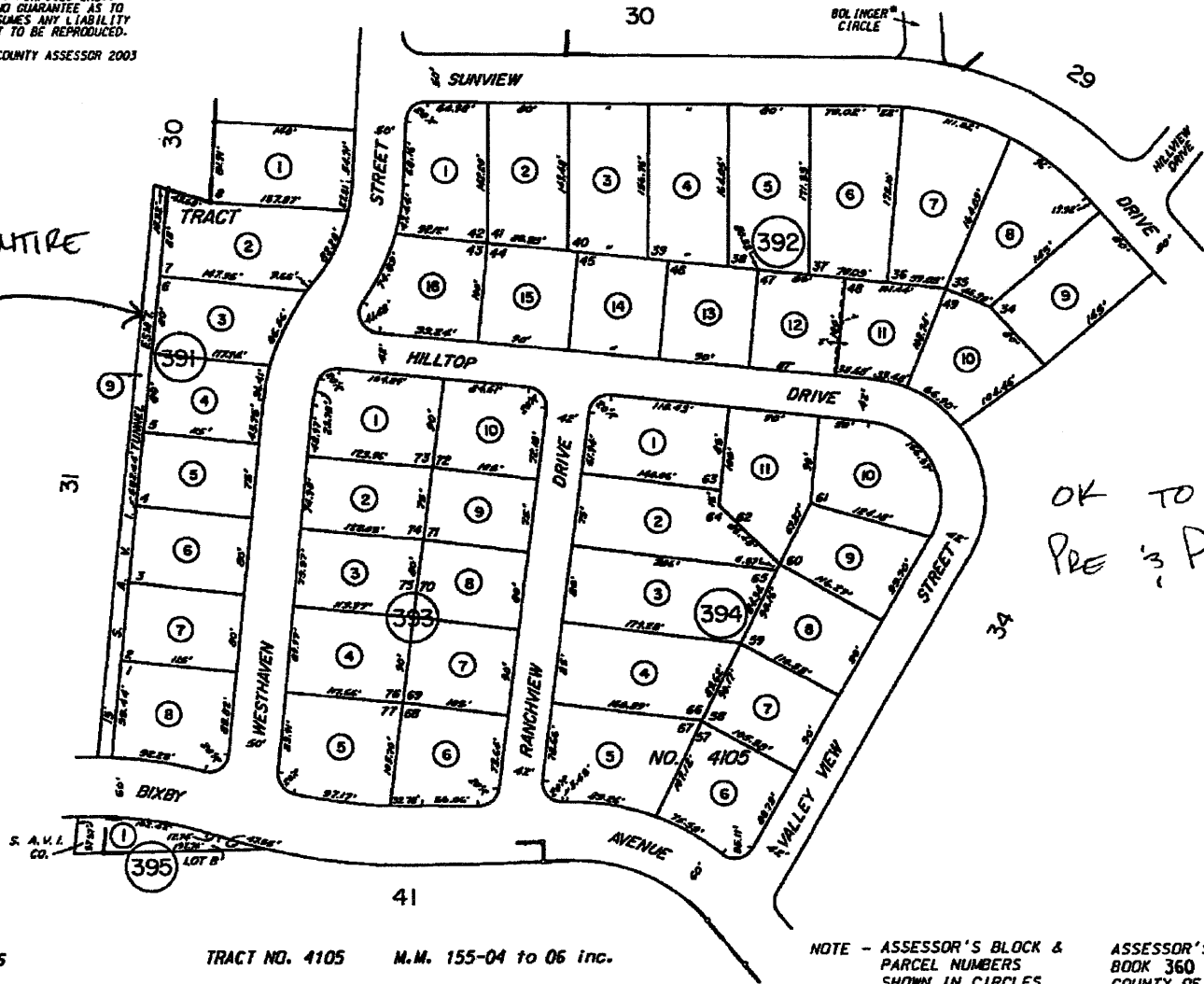
360-391-09

POR. E1/2. SE1/4. NE1/4. SEC. 8. T.4S.. R.9W.

360-39

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CLEAR ENTIRE LOT



OK TO USE  
PRE & Post Emergent.

MARCH 1976

TRACT NO. 4105

M.M. 155-04 to 06 inc.

NOTE - ASSESSOR'S BLOCK & PARCEL NUMBERS SHOWN IN CIRCLES

ASSESSOR'S MAP BOOK 360 PAGE 39 COUNTY OF ORANGE

PRIVATE STREET

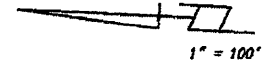




VL N/O SERRANO E/O CANON

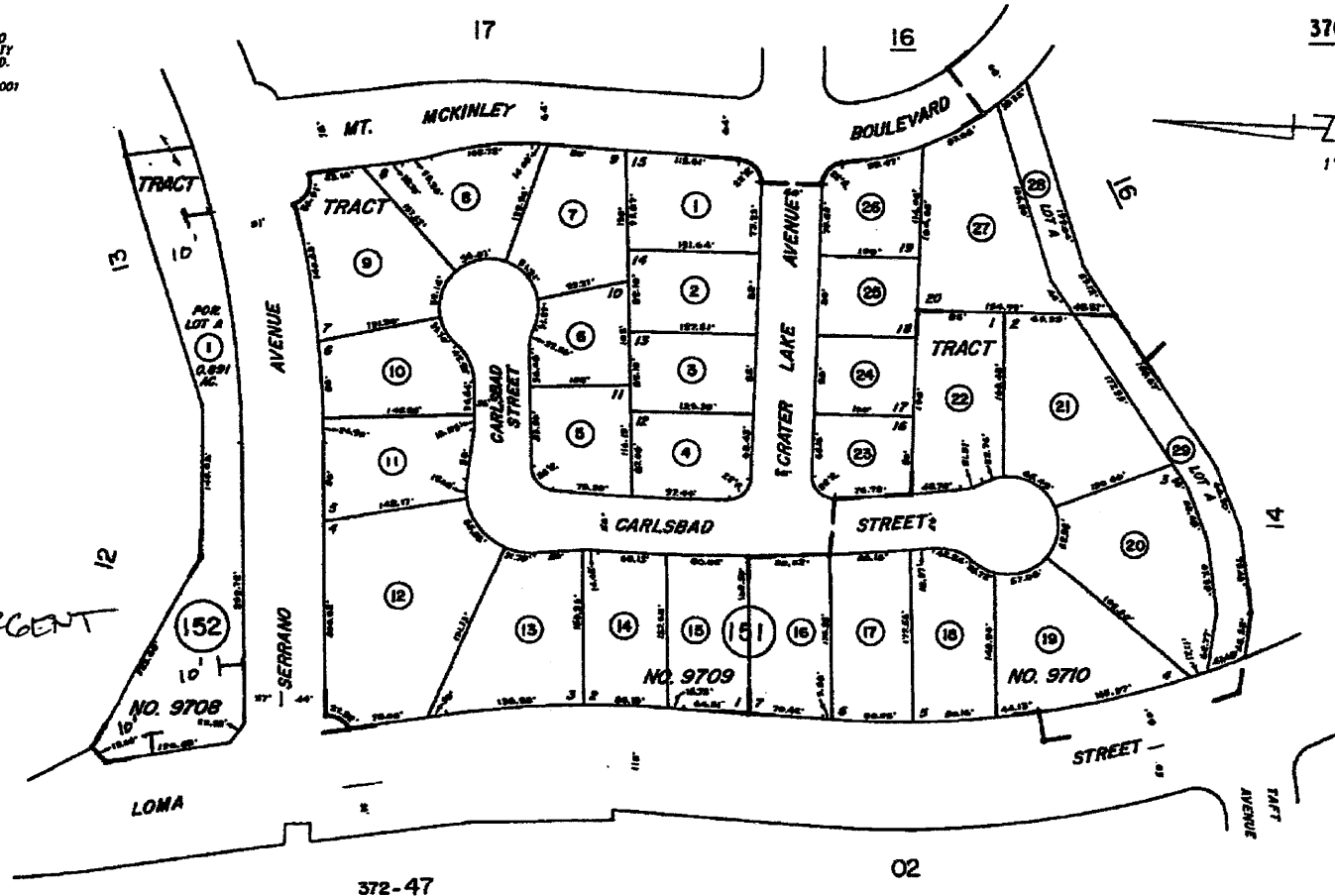
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370-15



10' FROM  
ROADWAY

OK TO USE 12  
PRE & POST EMERGENT



**MARCH 1978**

TRACT NO. 9708  
TRACT NO. 9709  
TRACT NO. 9710

M.M. 401-10 TO 16 INC.  
M.M. 401-17 TO 20 INC.  
M.M. 401-21, 22

NOTE - ASSESSOR'S BLOCK &  
PARCEL NUMBERS  
SHOWN IN CIRCLES

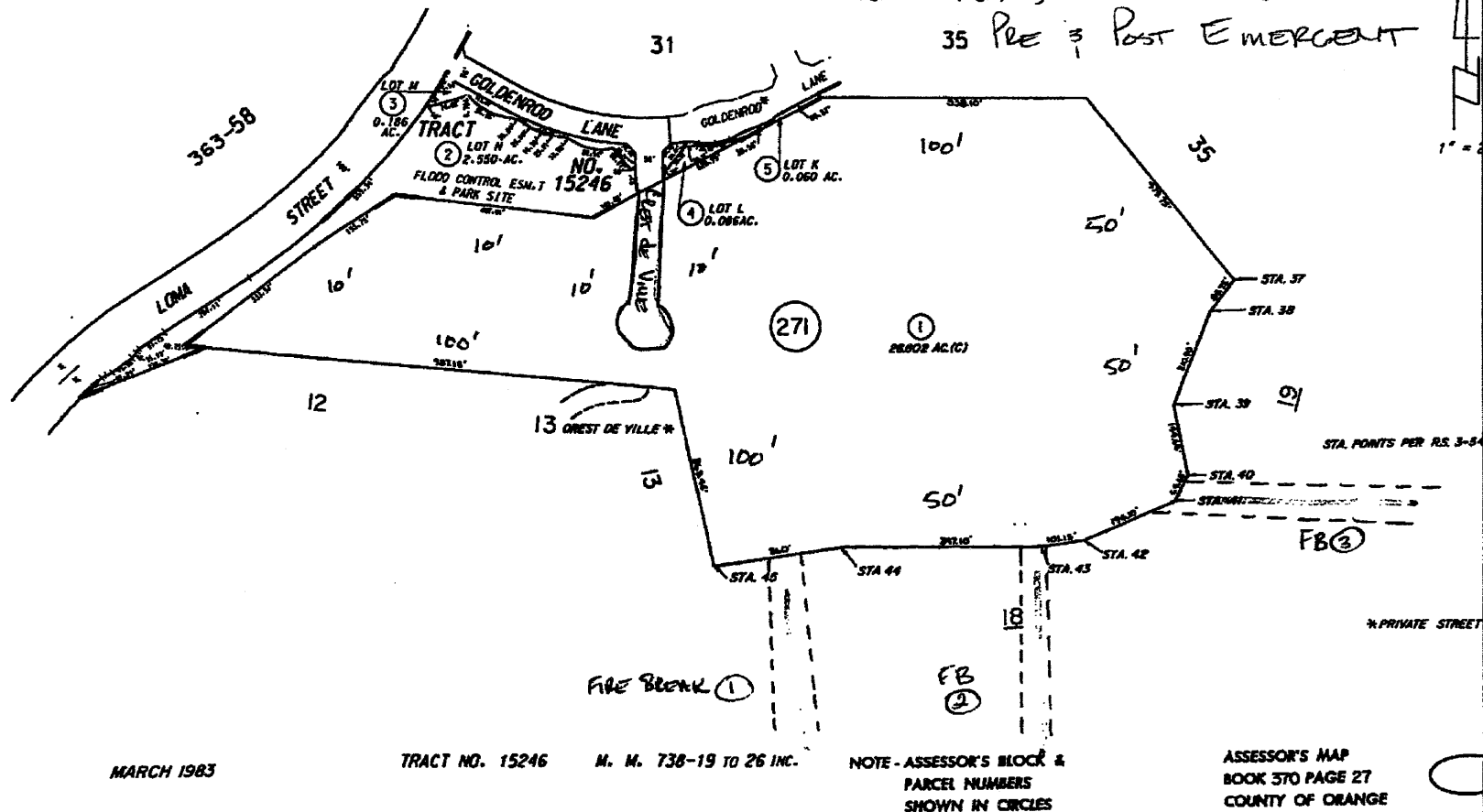
ASSESSOR'S MAP  
BOOK 370 PAGE 15  
COUNTY OF ORANGE

POR. SEC. 14, T.4S., R.9W.

VL N  $\frac{1}{2}$  E OF Crest de Ville.

\* FIRE BREAKS SHALL BE  
CLEARED BY HAND DUE  
TO EROSION CONTROL.

ALL OTHER AREAS OK TO USE  
35 Pre & Post Emergent

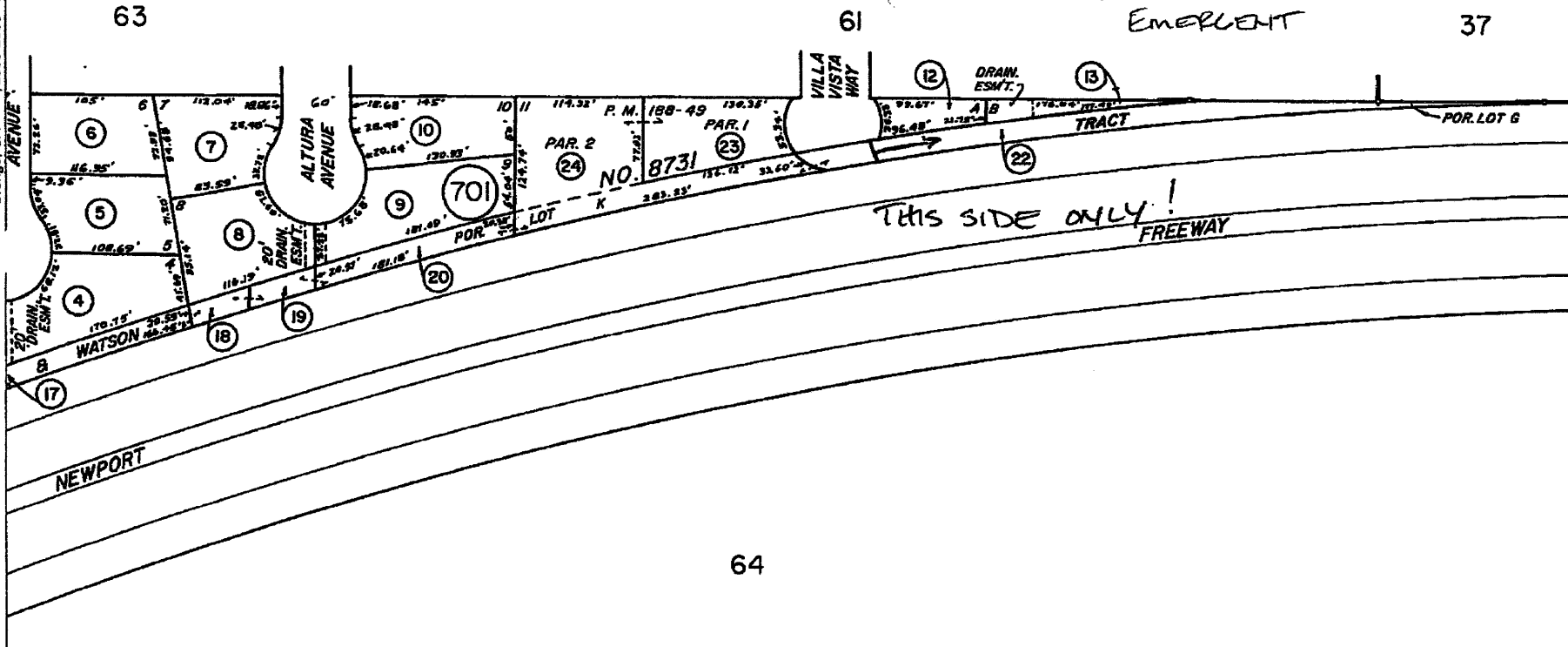
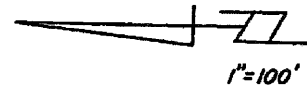


FOR ORANGE COUNTY  
IS ONLY THE ASSESSOR'S  
MAP TO ITS ACCURACY  
FOR OTHER USES  
ALL RIGHTS RESERVED  
CITY ASSESSOR 1987

VL w/o 2104 E. VILLA VISTA

372-701-22

372-7



MARCH 1977

BUSH & WATSON TRACT  
TRACT NO. 8731  
PARCEL MAP

L. A. 3-166  
M.M. 395-13,14,15  
P.M. 188-49

NOTE - ASSESSOR'S BLOCK &  
PARCEL NUMBERS  
SHOWN IN CIRCLES

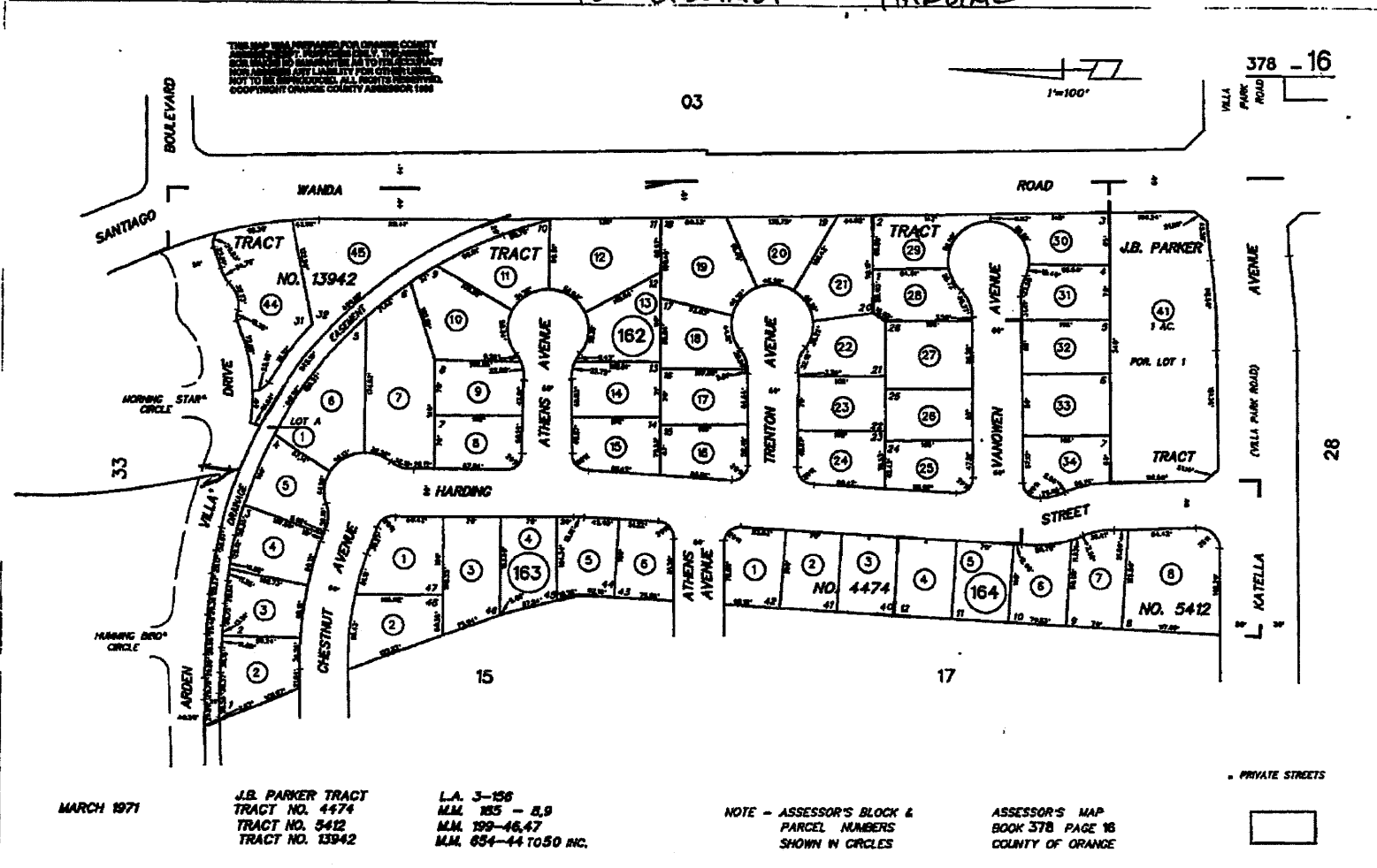
ASSESSOR'S MAP  
BOOK 372 PAGE 70  
COUNTY OF ORANGE

378-162-01

OK TO USE PRE & POST EMERGENT

EASEMENT N/O CHESTNUT & HARDING.

ENTIRE DRAINAGE EASEMENT



379-331-18

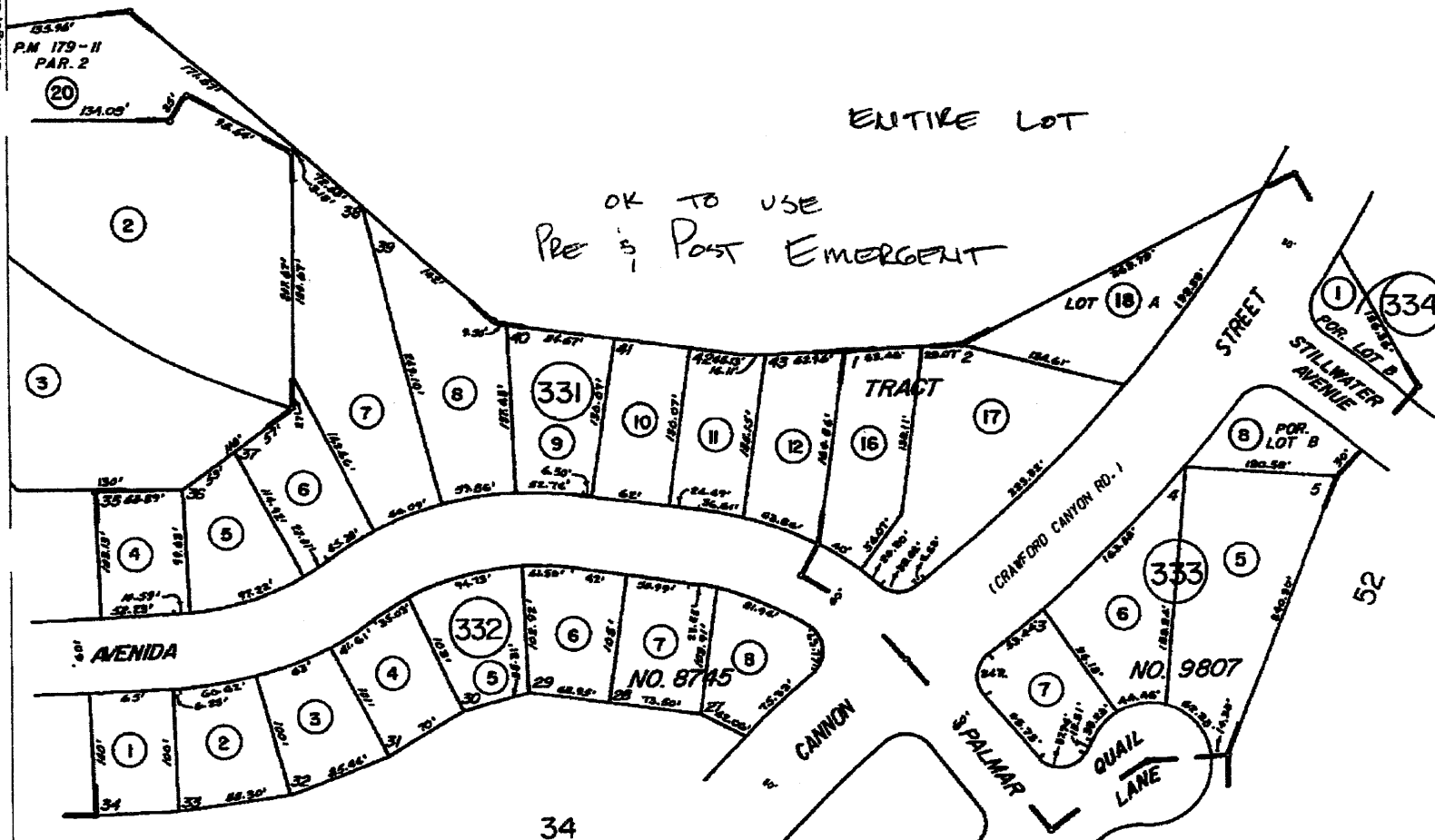
VL R/O 5519 AVENIDA PALMAR

93-15

1" = 100'

ENTIRE LOT

OK TO USE  
Pre & Post EMERGENT



TRACT NO. 8745  
TRACT NO. 9807  
PARCEL MAP

M. M. 385 - 37 TO 40 INC.  
M. M. 405 - 33, 34, 35  
P. M. 179 - 11

NOTE - ASSESSOR'S BLOCK &  
PARCEL NUMBERS  
SHOWN IN CIRCLES

ASSESSOR'S MAP  
BOOK 379 PAGE 33  
COUNTY OF ORANGE

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383 - 07

PAGE 1 OF 4

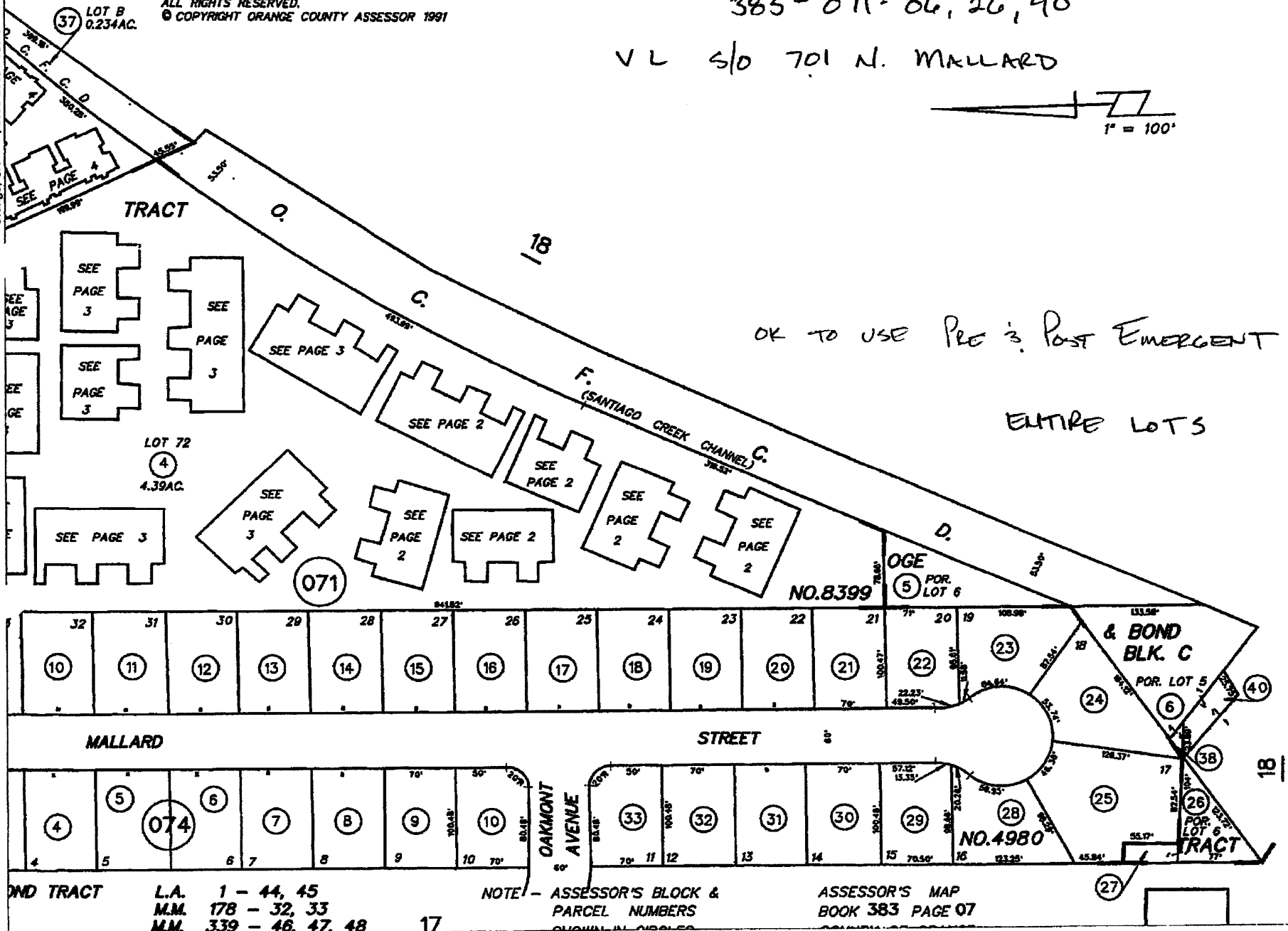
383-071-06, 26, 40

V L S/O 701 N. MALLARD



OK TO USE PRE 3 POST EMERGENT

ENTIRE LOTS

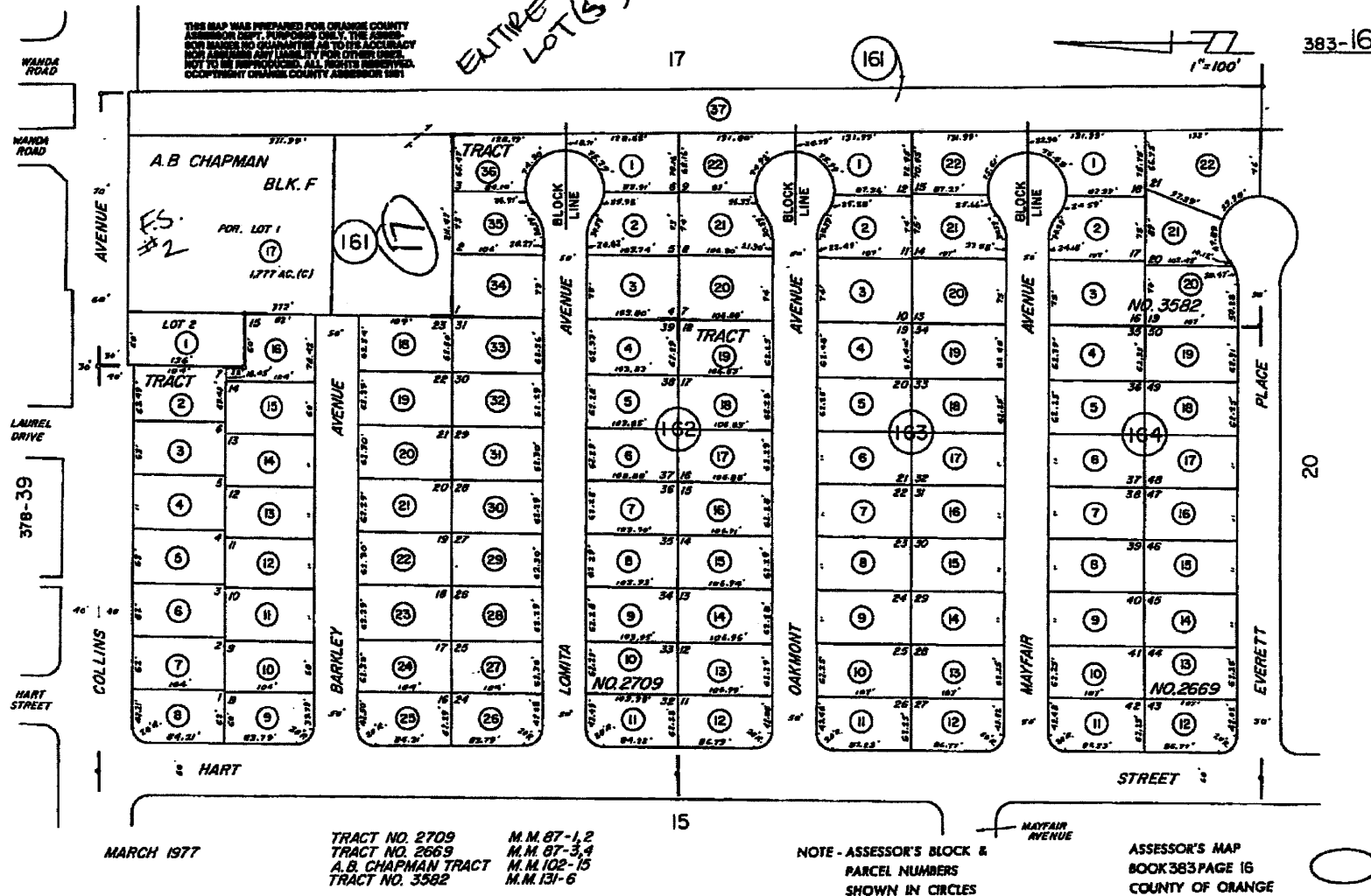


OND TRACT L.A. 1 - 44, 45  
M.M. 178 - 32, 33  
M.M. 339 - 46, 47, 48 17

NOTE - ASSESSOR'S BLOCK & PARCEL NUMBERS

ASSESSOR'S MAP BOOK 383 PAGE 07

R/O FIRE STATION #2 - 383-161-17  
~~APP E/O FIRE STATION #2 - 383-161-37~~



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POR. W.1/2, S.W.1/4, S.W.1/4, SEC.28, T.4 S., R.9 W.

383 -18

383-181-12

- 28

- ~~28~~

- ~~28~~

- ~~28~~

- E/O SANTIAGO CREEK MOBILE HOMES

- END OF ABANDONED RR TRACKS S/O FIRE STATION #2

OK TO USE PRE & POST EMERGENT

MARCH 1977

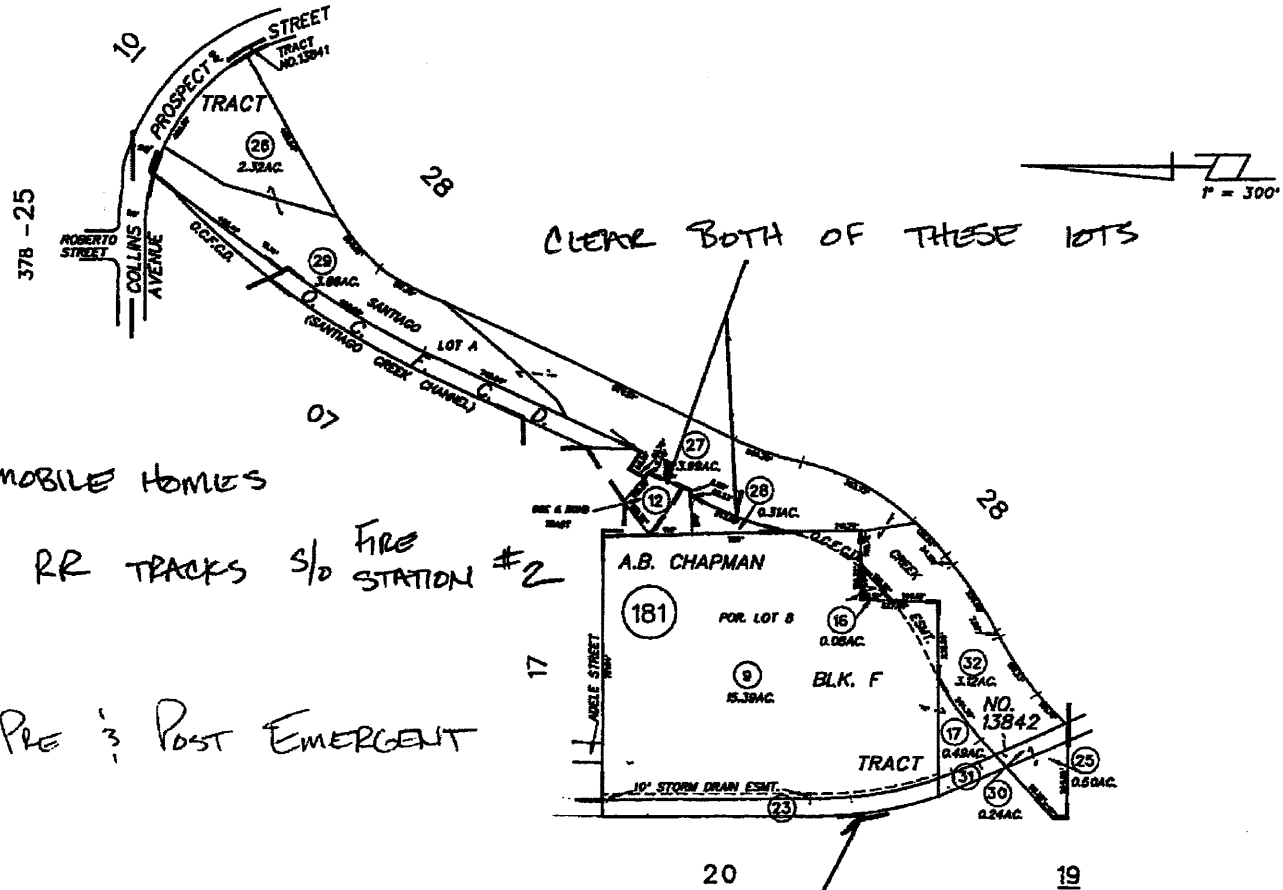
LAND OF OGE & BOND  
A.B. CHAPMAN TRACT  
TRACT NO. 13841 (STREET ONLY)  
TRACT NO. 13842

L.A. 1 - 44, 45  
M.M. 102 - 15  
M.M. 674 - 23 TO 27 INC.  
M.M. 674 - 28 TO 42 INC.

NOTE - ASSESSOR'S BLOCK & PARCEL NUMBERS SHOWN IN CIRCLES

ASSESSOR'S MAP BOOK 383 PAGE 18 COUNTY OF ORANGE

CLEAR: POST OF ABANDONED RR





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RACY NOR ASSUMES ANY LIABILITY  
R USES. NOT TO BE REPRODUCED.  
IS RESERVED.  
BY ORANGE COUNTY ASSESSOR 1995

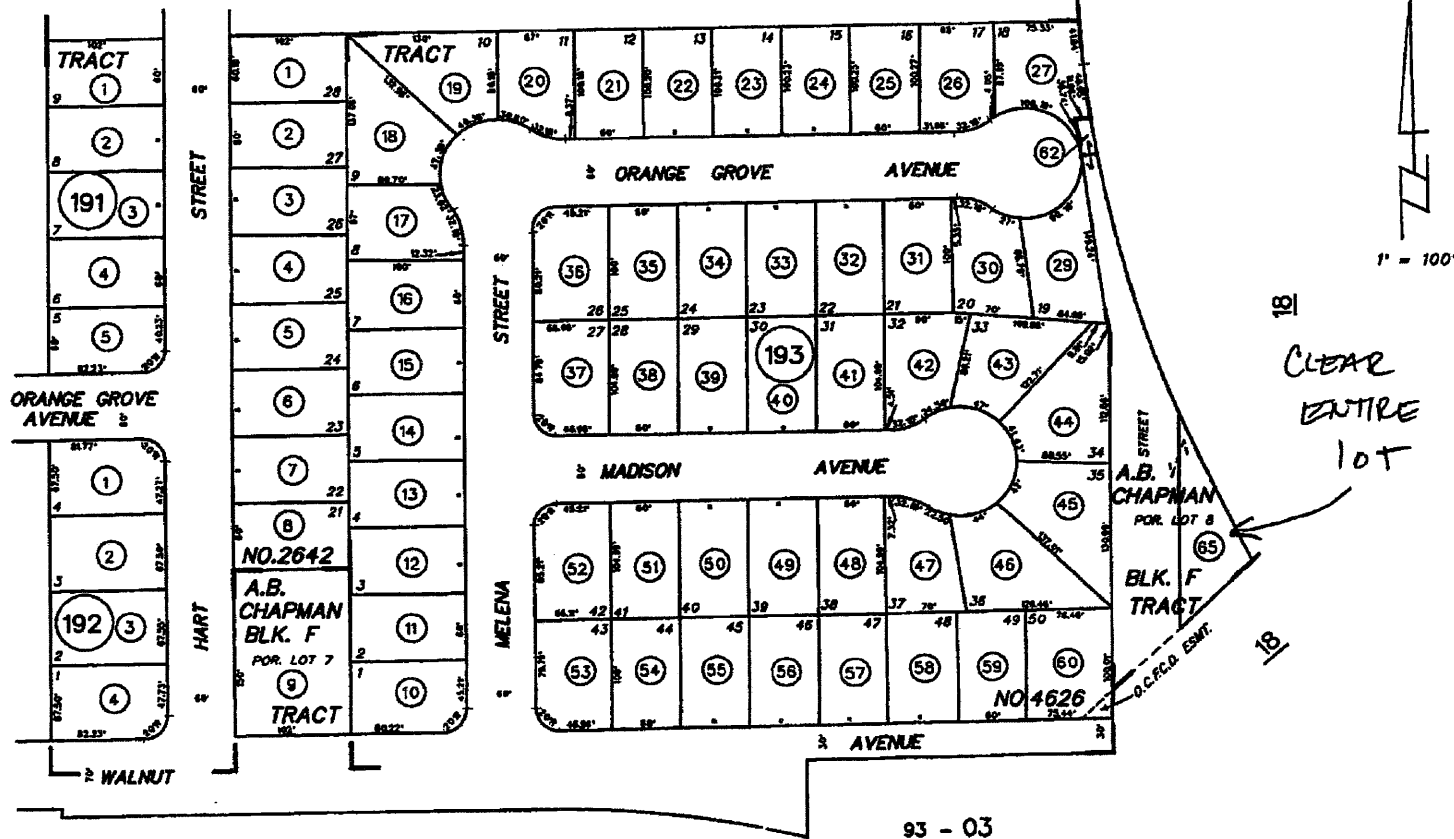
VL E/O 2935 WALNUT

OK TO USE PRE 3 Post Emergent

383 - 19

20

21



23

93 - 03

MARCH 1977

A.B. CHAPMAN TRACT  
TRACT NO. 2642  
TRACT NO. 4626

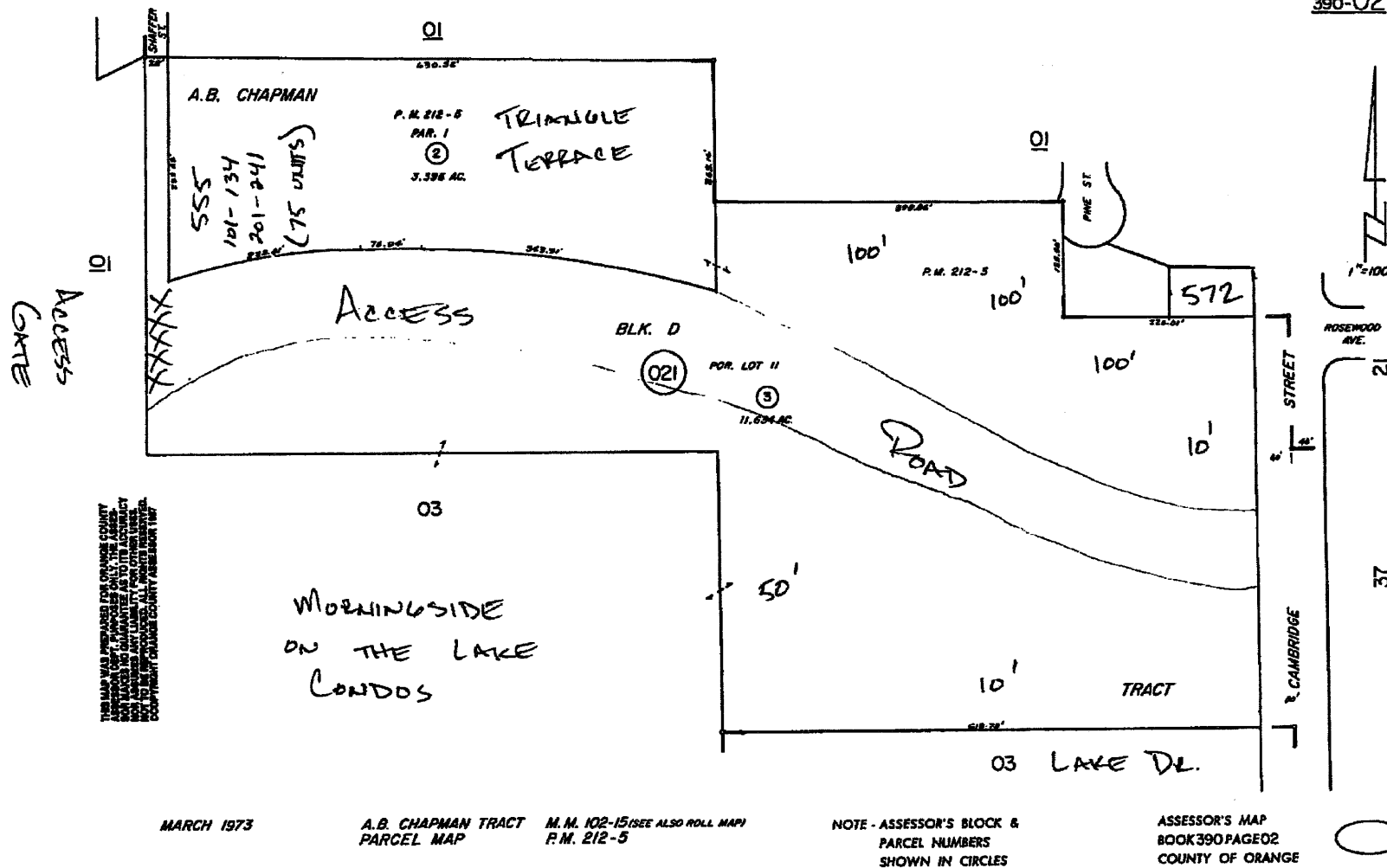
M.M. 102-15  
M.M. 83-26,27  
M.M. 169-5,6

NOTE - ASSESSOR'S BLOCK &  
PARCEL NUMBERS  
SHOWN IN CIRCLES

ASSESSOR'S MAP  
BOOK 383 PAGE 19  
COUNTY OF ORANGE



390-02



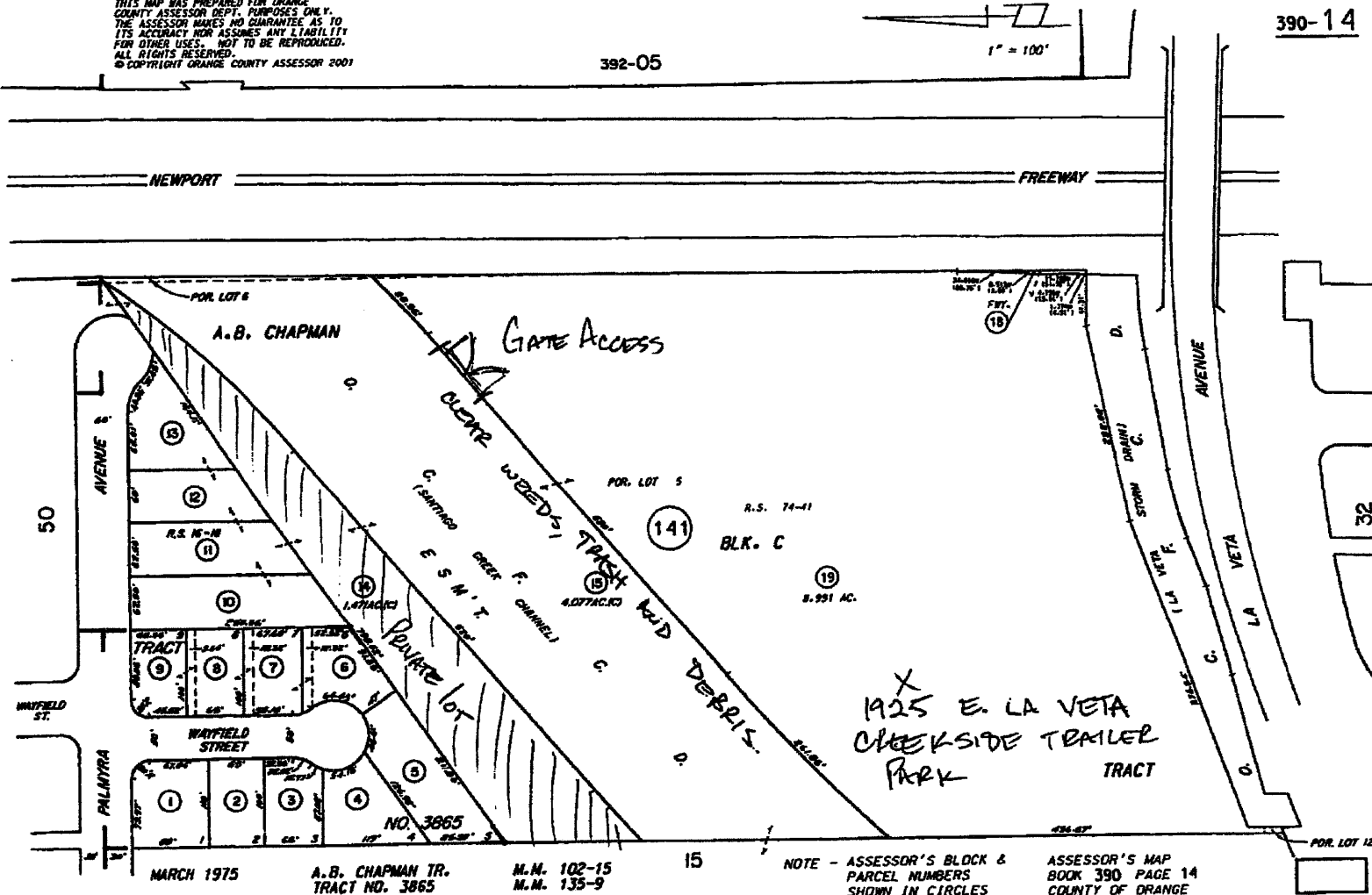
N/O 1925 E. LA VETA IN RIVERBED BETWEEN 55 & 22 FWY. 390-141-15

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392-05

1" = 100'

390-14

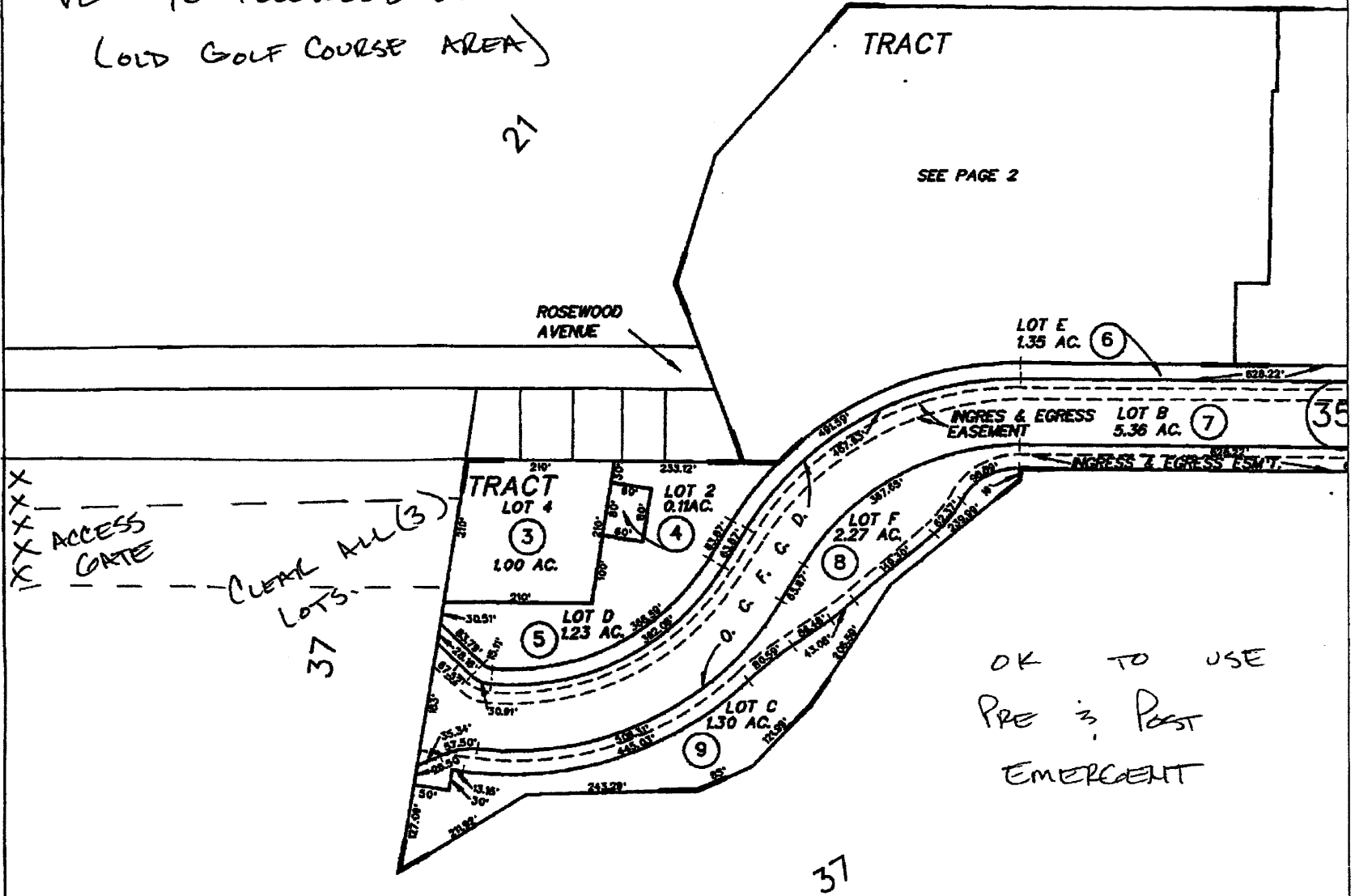


OK TO USE PRE & POST EMERGENT

CAMBRIDGE ST.

VL S/O ROSEWOOD ST.  
(OLD GOLF COURSE AREA)

390-351-03, 04, 05



MARCH 1976

TRACT NO. 14752  
TRACT NO. 15053

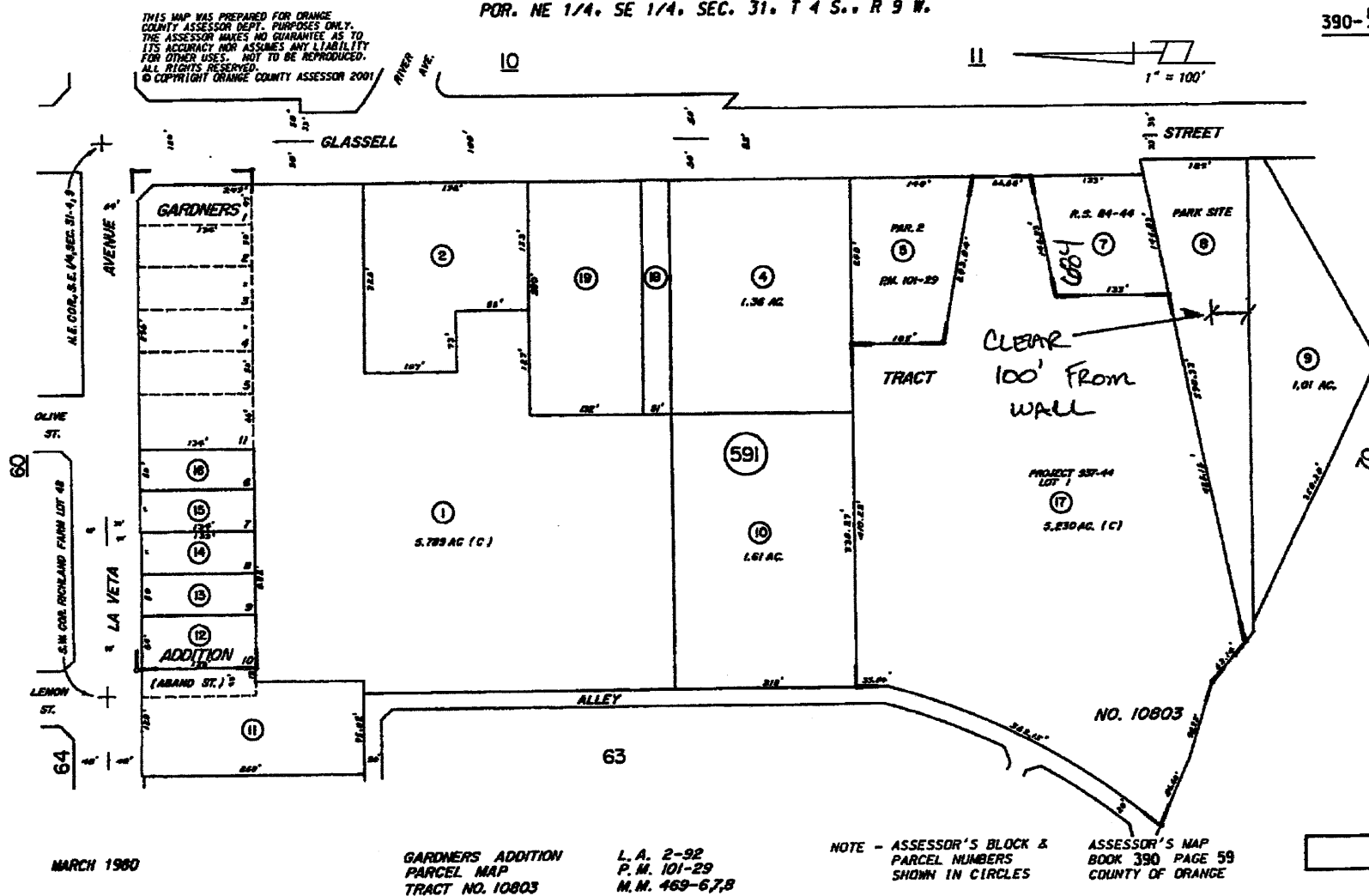
M.M. 724-22 TO 29 INC.  
M.M. 724-37 TO 42

390-591-08

VL S/D 684 S. GLASSELL.

POR. NE 1/4, SE 1/4, SEC. 31, T 4 S., R 9 W.

390-59



OK TO USE PRE & POST EMERGENT.

094-473-02

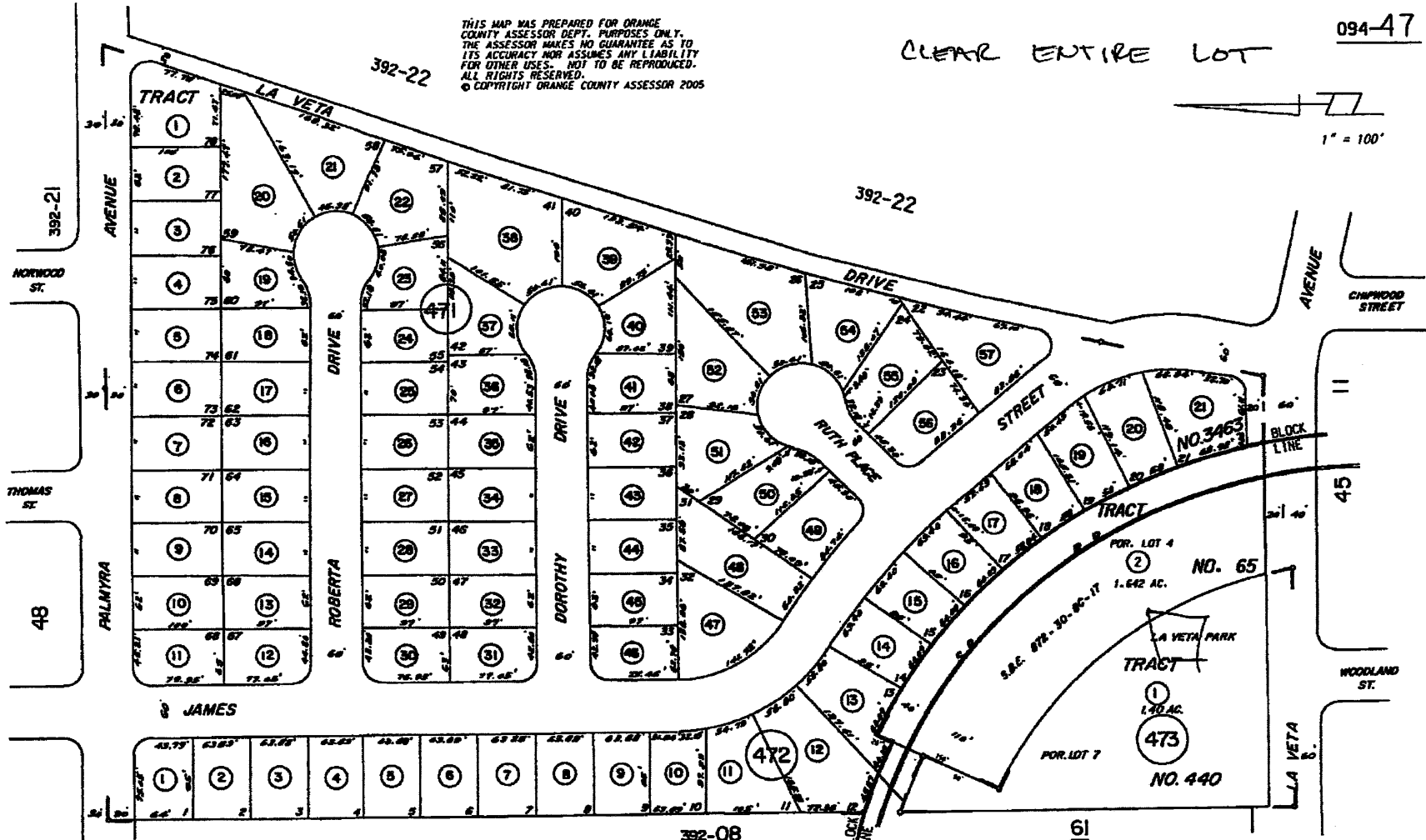
APP-5

094-47

CLEAR ENTIRE LOT

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1" = 100'



MARCH 1961

TRACT NO. 65  
TRACT NO. 440  
TRACT NO. 3463

M.M. 11-34  
M.M. 16-21  
M.M. 127-35, 36, 37

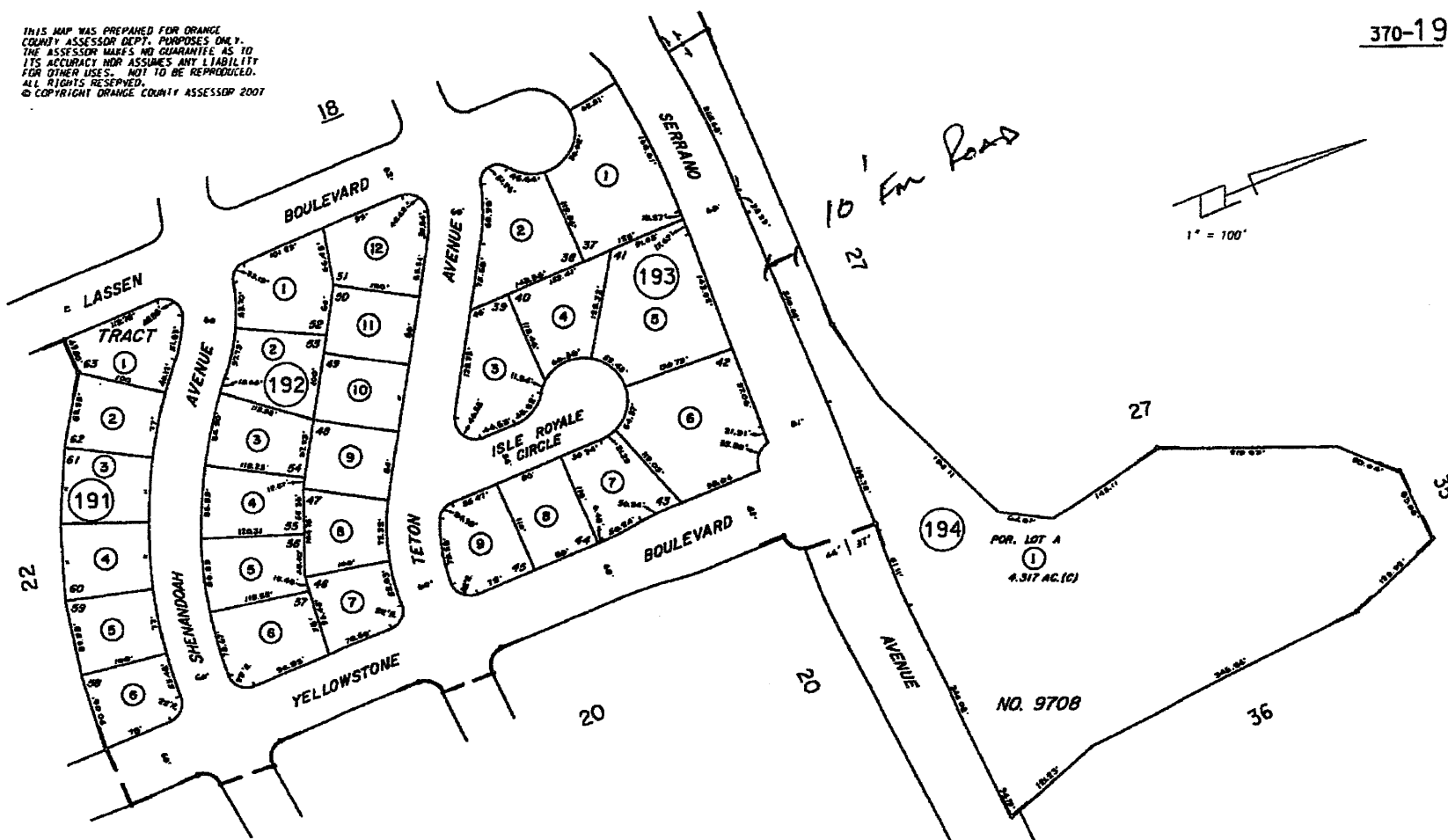
NOTE - ASSESSOR'S BLOCK & PARCEL NUMBERS SHOWN IN CIRCLES

ASSESSOR'S MAP BOOK 094 PAGE 47 COUNTY OF ORANGE

OK TO USE PRE 1/2 POST EMERGENT.

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370-19



MARCH 1978

TRACT NO. 9708

M.M. 401-10 to 16 inc.

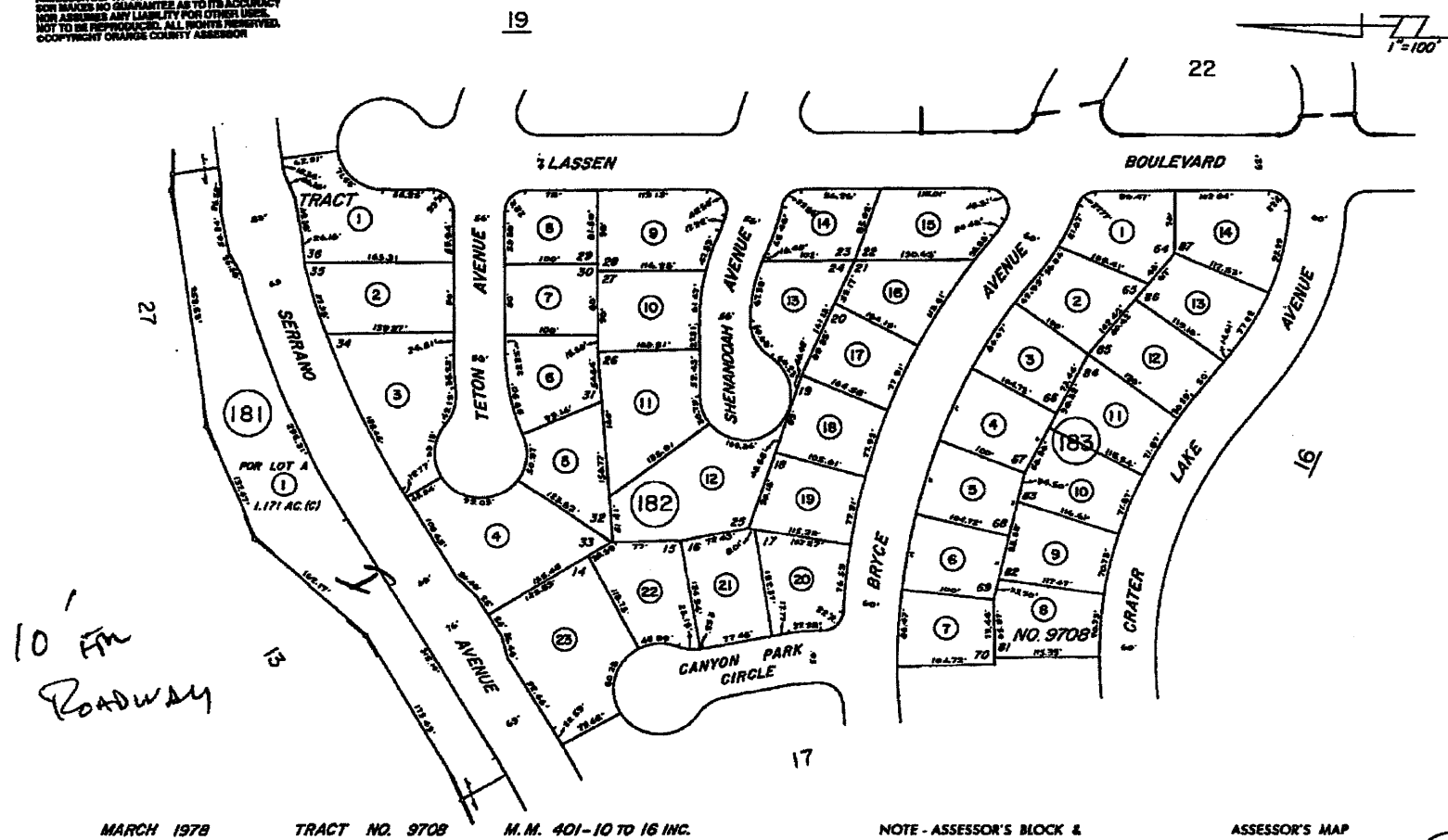
NOTE - ASSESSOR'S BLOCK & PARCEL NUMBERS SHOWN IN CIRCLES

ASSESSOR'S MAP BOOK 370 PAGE 19 COUNTY OF ORANGE



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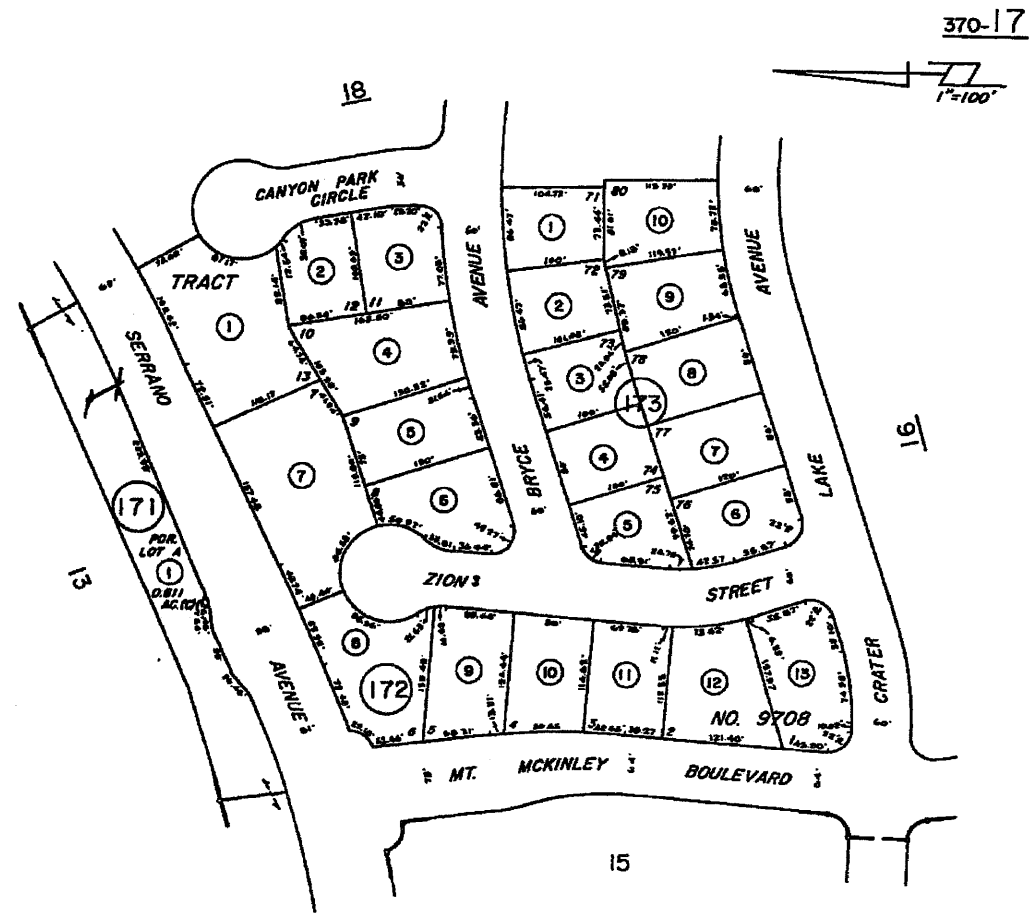
370-18





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SOR MAKES NO GUARANTEE AS TO ITS ACCURACY  
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10' Fm  
Roadway



MARCH 1978

TRACT NO. 9708

M.M. 401-10 TO 16 INC.

NOTE - ASSESSOR'S BLOCK &  
PARCEL NUMBERS  
SHOWN IN CIRCLES

ASSESSOR'S MAP  
BOOK 370 PAGE 17  
COUNTY OF ORANGE



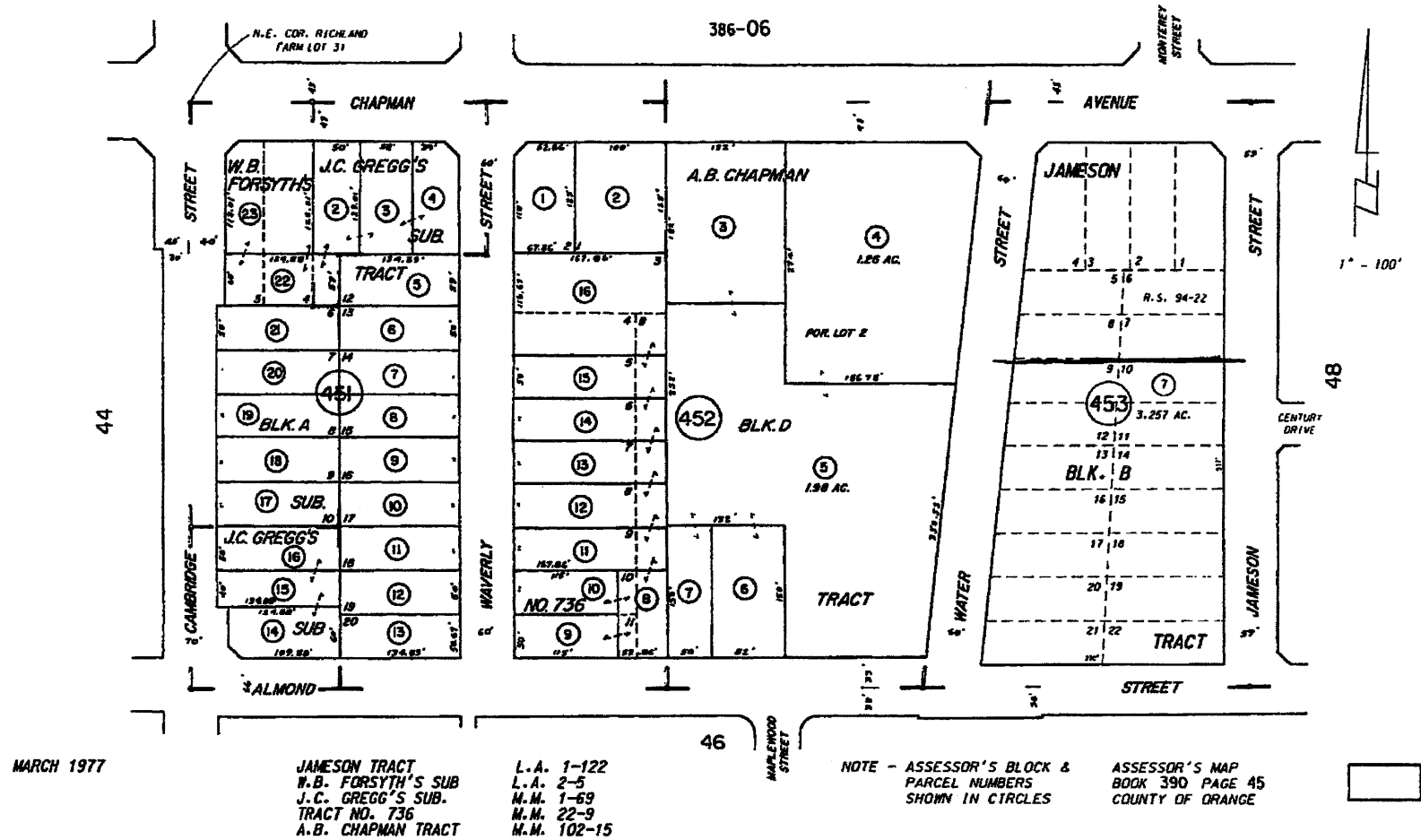
390-453-07

VACANT PARCEL North OF  
WATER DEPT. BLDG.

(2)

390-45

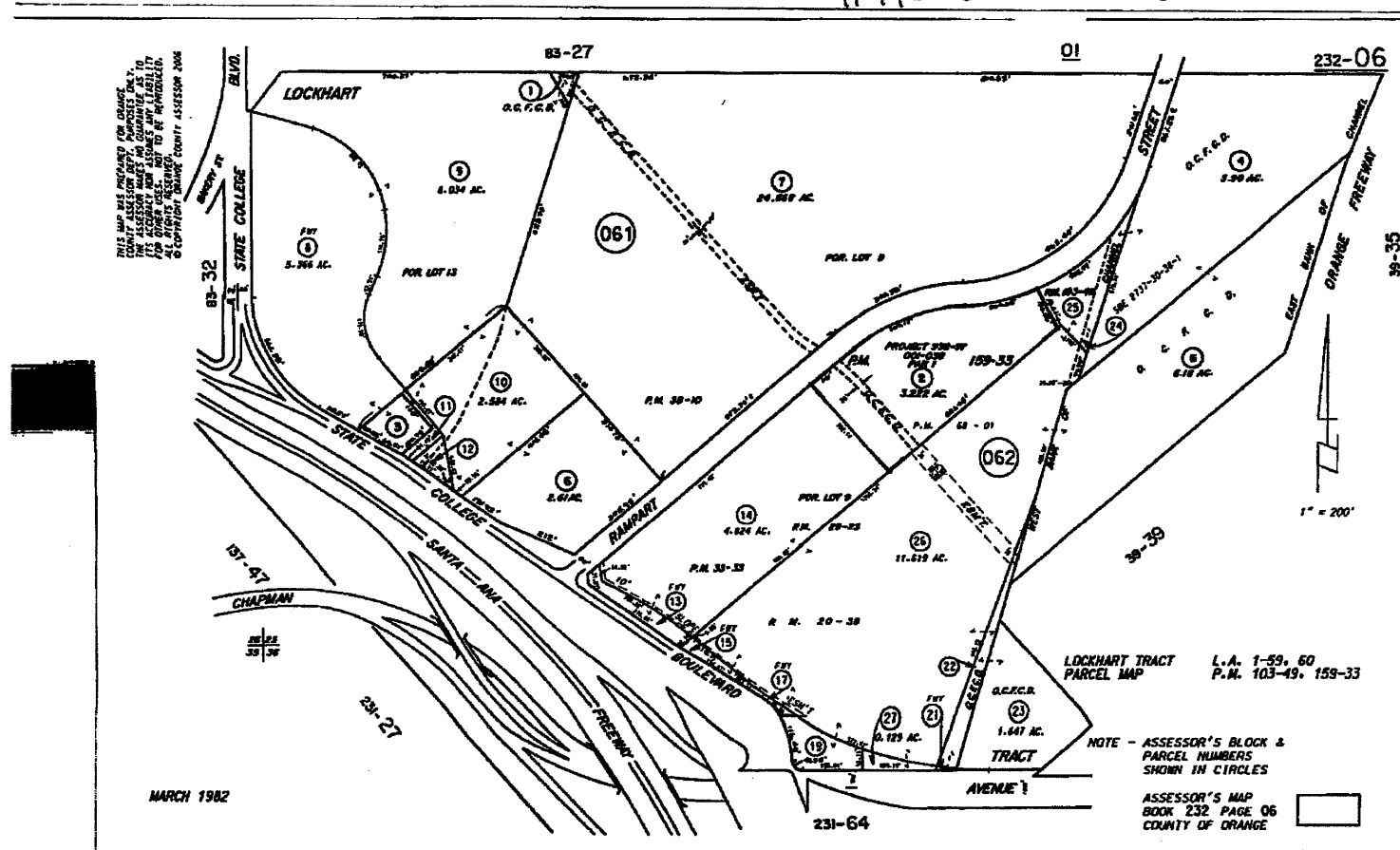
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COUNTY ASSESSOR DEPT. PURPOSES ONLY.  
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FOR OTHER USES. NOT TO BE REPRODUCED.  
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Economic Development.

232-061-03

> #10 2.584 Acres  
 > # 3 0.35 Acres  
 > # 11 & 12 0.28 Acres



NO HERBICIDES!



# Agenda Item

## Orange City Council

---

**Item #:** 3.5.

**9/9/2025**

**File #:** 25-0478

---

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Christopher Cash, Public Works Director

### 1. SUBJECT

Agreement with the Municipal Water District of Orange County to share consultant costs for completion of the 2025 Urban Water Management Plan.

### 2. SUMMARY

The Municipal Water District of Orange County and local water agencies have agreed to coordinate the preparation of the 2025 comprehensive Urban Water Management Plan, which must be updated every five years to satisfy the Urban Water Management Plan Act of 1983 and California Water Code requirements (Sections 10610 - 10656). This agreement outlines the shared consultant costs between the City and Municipal Water District of Orange County, including an update of the 2020 Water Shortage Contingency Plan.

### 3. RECOMMENDED ACTION

Approve the agreement with the Municipal Water District of Orange County in the amount of \$46,663 for preparation of 2025 Urban Water Management Plan and Water Shortage Contingency Plan; and authorize the City Manager and City Clerk to execute on behalf of the City.

### 4. FISCAL IMPACT

The expense for this agreement is \$46,663 and will be funded through Water (600):  
600-5802-55101 Professional/Technical Service

### 5. STRATEGIC PLAN GOALS

Goal 5: Improve Infrastructure, Mobility, and Technology

### 6. DISCUSSION AND BACKGROUND

The City's Urban Water Management Plan (UWMP) was adopted in 1985 and must be updated every five years to satisfy the Urban Water Management Plan Act of 1983 and California Water Code requirements (Sections 10610 - 10656). The UWMP assesses the City's current and future water demands, availability and reliability of its water supplies, various water demand management measures to facilitate water use efficiency, water supply contingency plan, and future water supply programs. Water Code Sections 10610 through 10656 and the Urban Water Management Plan Act require every urban water supplier providing drinking water to more than 3,000 customers or

supplying more than 3,000 acre-feet (AF) of water annually to prepare, adopt, and file an UWMP with the California Department of Water Resources (DWR) every five years.

This UWMP provides the DWR with a detailed summary of present and future water resources and demands within the City of Orange (City) service area and assesses the City's water resource needs. Specifically, the UWMP provides water supply planning for a 25-year planning period in five-year increments and identifies water supplies needed to meet existing and future demands. The demand analysis must identify supply reliability under three hydrologic conditions: a normal year, a single-dry year, and multiple-dry years.

The 2025 UWMP provides a comprehensive evaluation of the City's water service area and facilities, water sources and supplies, water use by customer type, Demand Management Measures (DMM), water supply reliability, planned water supply projects and programs, and recycled water use. The 2025 UWMP contains all elements needed to comply with new requirements of the Act, as amended since 2020. This agreement with Municipal Water District of Orange County (MWDOC) will also update the 2020 Water Shortage Contingency Plan (WSCP) to help the City effectively respond to potential water shortages. The consultant will evaluate the current six standard water shortage levels and present the framework for determining these levels, enforcement provisions, and other water conservation details specific to the City.

Based on the successful history of collaboration and cost sharing programs, MWDOC and local water agencies have agreed to coordinate the preparation of the 2025 UWMP's and WSCP's to increase cost effectiveness for participating agencies through economies of scale and reduced preparation time. The total cost for the City to participate in this agreement is \$46,663.

## **7. ATTACHMENT**

- 2025 UWMP Cost Sharing Agreement



# Agenda Item

## Orange City Council

---

**Item #:** 3.5.

**9/9/2025**

**File #:** 25-0478

---

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Christopher Cash, Public Works Director

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Goal 5: Improve Infrastructure, Mobility, and Technology

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The City's Urban Water Management Plan (UWMP) was adopted in 1985 and must be updated every five years to satisfy the Urban Water Management Plan Act of 1983 and California Water Code requirements (Sections 10610 - 10656). The UWMP assesses the City's current and future water demands, availability and reliability of its water supplies, various water demand management measures to facilitate water use efficiency, water supply contingency plan, and future water supply programs. Water Code Sections 10610 through 10656 and the Urban Water Management Plan Act require every urban water supplier providing drinking water to more than 3,000 customers or

supplying more than 3,000 acre-feet (AF) of water annually to prepare, adopt, and file an UWMP with the California Department of Water Resources (DWR) every five years.

This UWMP provides the DWR with a detailed summary of present and future water resources and demands within the City of Orange (City) service area and assesses the City's water resource needs. Specifically, the UWMP provides water supply planning for a 25-year planning period in five-year increments and identifies water supplies needed to meet existing and future demands. The demand analysis must identify supply reliability under three hydrologic conditions: a normal year, a single-dry year, and multiple-dry years.

The 2025 UWMP provides a comprehensive evaluation of the City's water service area and facilities, water sources and supplies, water use by customer type, Demand Management Measures (DMM), water supply reliability, planned water supply projects and programs, and recycled water use. The 2025 UWMP contains all elements needed to comply with new requirements of the Act, as amended since 2020. This agreement with Municipal Water District of Orange County (MWDOC) will also update the 2020 Water Shortage Contingency Plan (WSCP) to help the City effectively respond to potential water shortages. The consultant will evaluate the current six standard water shortage levels and present the framework for determining these levels, enforcement provisions, and other water conservation details specific to the City.

Based on the successful history of collaboration and cost sharing programs, MWDOC and local water agencies have agreed to coordinate the preparation of the 2025 UWMP's and WSCP's to increase cost effectiveness for participating agencies through economies of scale and reduced preparation time. The total cost for the City to participate in this agreement is \$46,663.

## **7. ATTACHMENT**

- 2025 UWMP Cost Sharing Agreement

## **AGREEMENT FOR SHARING CONSULTANT COSTS FOR 2025 URBAN WATER MANAGEMENT PLANS**

This **AGREEMENT** is made and entered into as of, \_\_\_\_\_ 2025, by and between

- 1) City of Buena Park
- 2) City of Fullerton\*
- 3) City of Garden Grove
- 4) City of La Palma
- 5) City of Orange
- 6) City of Seal Beach
- 7) City of Tustin
- 8) City of Westminster
- 9) Yorba Linda Water District
- 10) East Orange County Water District
- 11) City of Anaheim\*
- 12) City of Fountain Valley
- 13) City of Newport Beach
- 14) City of Santa Ana\*
- 15) City of Huntington Beach
- 16) Mesa Water District
- 17) City of San Clemente
- 18) Santa Margarita Water District
- 19) South Coast Water District
- 20) Trabuco Canyon Water District
- 21) Laguna Beach County Water District
- 22) City of Brea
- 23) City of La Habra

(collectively "Participating Agencies" and individually "Participating Agency") and the Municipal Water District of Orange County ("MWDOC"). The Participating Agencies and MWDOC are collectively referred to as "Parties."

### **RECITALS**

WHEREAS, under California Water Code section 10621(a), the Participating Agencies are required to update their respective Urban Water Management Plan ("UWMP") at least once every five years; and

WHEREAS, the 2025 UWMP's shall be updated and submitted to the California Department of Water Resources ("DWR") by July 1, 2026; and

WHEREAS, each Participating Agency has the responsibility to prepare a separate 2025 UWMP for submission by July 1, 2026; and

\* Participating Agency pursuant to separate Master Agreement with MWDOC.



## Cost Sharing Agreement for 2025 UWMP

WHEREAS, the Participating Agencies share many water supply characteristics, including water sources, regional water management agencies, location, climate history, and demographics; and

WHEREAS, pursuant to California Water Code section 10620, subdivision (d)(3), the Participating Agencies wish to coordinate the preparation of their 2025 UWMPs in the interest of reducing preparation costs; and

WHEREAS, the Participating Agencies and MWDOC desire to cooperate with each other to obtain economies of scale and thereby reduce preparation costs for each of the Participating Agencies; and

WHEREAS, MWDOC and the Participating Agencies have jointly prepared and agreed to a Scope of Work that was incorporated into a Request for Proposals. In response, two consulting firms submitted proposals which were reviewed by a panel comprised of representatives of MWDOC and several Participating Agencies and which resulted in the selection of Carollo Engineers, Inc. ("Consultant") as the consultant to prepare UWMPs for the Participating Agencies (the "Work"); and

WHEREAS, MWDOC and its staff are willing to coordinate this process, including the preparation and administration of a professional services agreement with the Consultant; and the administration of the cost sharing provisions of this Agreement;

NOW, THEREFORE, in consideration of the payment of money as set forth below and the mutual promises of the Parties hereto, it is agreed:

### 1. Engagement of Consultant and Administration of Consultant Agreement

- 1.1 MWDOC shall award a professional services agreement for the work identified in the Request for Proposals to Consultant ("Consultant Agreement"). MWDOC shall use its standard professional services agreement form for the Consultant Agreement with minor negotiated deviations permitted by MWDOC General Manager and Legal Counsel and require appropriate types and limits of insurance coverage. Each CGL policy shall identify MWDOC and its directors, officers, agents, employees, attorneys, consultants and authorized volunteers, the Participating Agencies and their respective directors, officials, officers, agents, employees, attorneys, consultants and authorized volunteers, as additional insureds, or be endorsed to identify these parties as additional insureds using a form acceptable to MWDOC. The Consultant Agreement will require the Consultant's insurer(s) to waive all rights of subrogation against MWDOC and its directors, officers, agents, employees, attorneys, consultants and authorized volunteers, and the Participating Agencies and their respective directors, officials, officers, agents, employees, attorneys, consultants and authorized volunteers. The Consultant Agreement will require Consultant to ensure that its sub-consultants, if any, provide similar insurance coverage.

## **Cost Sharing Agreement for 2025 UWMP**

- 1.2 MWDOC shall coordinate all aspects of the proposed work with Consultant and communicate with each Participating Agency, regularly and upon request of the Participating Agency, regarding the status and substance of its 2025 UWMP.
- 1.3 MWDOC shall withhold the final payment until such time as every Participating Agency has notified MWDOC that it is satisfied with the final UWMP prepared for it by Consultant.
- 1.4 Each Participating Agency shall, within a reasonable timeframe, provide all documents, information and assistance requested by the selected contractor during the performance of the Consultant Agreement.
- 1.5 Each Participating Agency acknowledges that costs may fluctuate as DWR releases the Draft UWMP Guidebook and participating agencies decide whether or not to participate.

## **2. Cost Sharing by Participating Agencies**

### **2.1 MWDOC shall:**

- 2.1.1 Collect from each Participating Agency upon execution of this Agreement the full amount of the Participating Agency's proportionate share of the total cost of the Work as described in the Contractor's proposal, which is in Exhibits A and B.
- 2.1.2 Inform each Participating Agency of any proposed additional work under the Consultant Agreement that relates to preparation of that Participating Agency's 2025 UWMP and that would result in an increase in that Participating Agency's payment under this Agreement. MWDOC and the affected Participating Agency must both first approve such additional work in writing before MWDOC will notify Consultant to proceed with the work. Exhibit B includes each Participating Agency's base cost with elected additional items and may be updated pursuant to this section. Exhibit B will be incorporated into this Agreement by this reference, subject to any approved updates.
- 2.1.3 Be responsible for making progress payments directly to Consultant from funds paid to MWDOC by Participating Agencies (see section 1.3) for approved additional work.
- 2.1.4 Prepare a final accounting and either distribute any remaining funds collected from the Participating Agencies back to the Participating Agencies or issue a final bill to Participating Agencies if there are funds due.

### **2.2 Each Participating Agency shall:**

- 2.2.1 Pay to MWDOC upon execution of this Agreement the full amount of the

### **Cost Sharing Agreement for 2025 UWMP**

Participating Agency's proportionate share of the total cost of the Work as described in the Contractor's proposal, which is in Exhibit A.

- 2.2.2 Pay to MWDOC, upon approval of any additional work under the Consultant Agreement that relates to preparation of its 2025 UWMP, the full amount owed for the approved additional work. Each Participating Agency shall bear all costs associated with extra work it approves, described within Exhibits A and B, incorporated into this Agreement by reference.

### **3. Accounting**

Upon request of any Participating Agency, MWDOC will provide copies of the selected Consultant's invoices and MWDOC's payment records.

### **4. Independent Contractor**

Any consultant engaged by MWDOC on behalf of the Participating Agencies as contemplated in this Agreement will not be a party to this Agreement and will not be an employee or agent of MWDOC or any of the Participating Agencies, either as a result of this Agreement or as a result of a professional services agreement between MWDOC and the Consultant. Any consultant engaged as contemplated in this Agreement will be an independent contractor to MWDOC.

### **5. Warranty, Indemnification and Defense**

MWDOC shall use its best efforts in administering the Consultant Agreement, but makes no representations, guarantees or warranties to the Participating Agencies as to the quality or timeliness of work product provided by Consultant pursuant to the Consultant Agreement. All losses or liabilities resulting from any and all actions, claims, penalties, obligations or liabilities, in law or in equity, of every kind or nature whatsoever, that may be asserted or claimed by any person, firm, entity, corporation, political subdivision or other organization arising out of or in any manner directly or indirectly connected with any work contemplated by this Agreement shall be subject to the indemnification described in this section. Each of the Parties hereto shall fully indemnify and hold each of the other Parties, their officers, board members, employees, and agents, harmless from any claim, expense or cost, damage or liability imposed or occurring by reason of the negligent acts or omissions or willful misconduct of the indemnifying party, its officers, board members, employees or agents, under or in connection with or arising out of any work, authority or jurisdiction delegated to such party under this Agreement. No Party, nor any officer, board member, employee or agent thereof, shall be responsible for any damage or liability occurring by reason of the negligent acts or omissions or willful misconduct of the other Parties hereto, their officers, board members employees, or agents, under or in connection with or arising out of any work authority or jurisdiction delegated to any other Parties under this Agreement.

**Cost Sharing Agreement for 2025 UWMP****6. Notice**

Any notice or communication required to be given under this Agreement shall be in writing and effective when deposited, first class postage prepaid with the United States Postal Service addressed to the contracting Parties as follows:

Notice to Parties	
If to:	
1. MWDOC	Harvey De La Torre, General Manager Municipal Water District of Orange County 18700 Ward St.  Fountain Valley, CA 92708
2. City of Buena Park	Aaron France, City Manager City of Buena Park 6650 Beach Blvd. Buena Park, CA 90622
3. City of Fullerton	Pursuant to Master Agreement
4. City of Garden Grove	Lisa Kim, City Manager City of Garden Grove P.O. Box 3070 Garden Grove, CA 92842
5. City of La Palma	Michael Egan, Interim City Manager City of La Palma 7822 Walker Street La Palma, CA 90623
6. City of Orange	Jarad Hildenbrand, City Manager City of Orange P.O. Box 449 Orange, CA 92866
7. City of Seal Beach	Patrick Gellegos, City Manager City of Seal Beach 211 8th Street Seal Beach, CA 90740
8. City of Tustin	Aldo Schindler, City Manager City of Tustin 300 Centennial Way Tustin, CA 92780
9. Yorba Linda Water District	Mark Toy, General Manager Yorba Linda Water District 1717 E. Miraloma Avenue Placentia, CA 92870
10. City of Westminster	Christine Cordon, City Manager City of Westminster 8200 Westminster Blvd. Westminster, CA 92683

**Cost Sharing Agreement for 2025 UWMP**

11. East Orange County Water District	David Youngblood, General Manager East Orange County Water District 185 N. McPherson Rd. Orange, CA 92869
12. City of Anaheim	Pursuant to Master Agreement
13. City of Fountain Valley	Ted Bui, Mayor City of Fountain Valley 10200 Slater Avenue Fountain Valley, CA 92708
14. City of Newport Beach	Grace Leung, City Manager City of Newport Beach P.O. Box 1768 Newport Beach, CA 92663
15. City of Santa Ana	Pursuant to Master Agreement
16. City of Huntington Beach	Howard Johnson, Utilities Manager City of Huntington Beach 19001 Huntington Street Huntington Beach, CA 92648-2211
17. Mesa Water District	Paul Shoenberger, General Manager Mesa Water District 1965 Placentia Avenue Costa Mesa, CA 92627-3420
18. City of San Clemente	Andy Hall, City Manager City of San Clemente 100 Avenida Presidio San Clemente, CA 92672
19. Santa Margarita Water District	Robert Grantham, General Manager Santa Margarita Water District 26111 Antonio Pkwy Ranch Santa Margarita, CA 92688
20. South Coast Water District	Rick Shintaku, General Manager South Coast Water District 31592 West Street Laguna Beach, CA 92651
21. Trabuco Canyon Water District	Fernando Paludi, General Manager Trabuco Canyon Water District 32003 Dove Canyon Drive Trabuco Canyon, CA 92679

## Cost Sharing Agreement for 2025 UWMP

22. Laguna Beach County Water District	Keth Van Der Maaten, General Manager Laguna Beach County Water District 306 3 <sup>rd</sup> Street Laguna Beach, CA 92651
23. City of Brea	Kristin Griffith, City Manager City of Brea 1 Civic Center Circle Brea, CA 92821
24. City of La Habra	Jim Sadro, Executive Director City of La Habra P.O. Box 337 La Habra, CA 90633-0337

### 7. Jurisdiction and Venue

In all matters concerning the validity, interpretation, performance, or effect of this Agreement, the laws of the State of California shall govern and be applicable. The Parties hereby agree and consent to the exclusive jurisdiction of the courts of the State of California and that venue of any action brought hereunder shall be in Orange County, California.

### 8. Counterparts and Facsimile

This Agreement may be executed by the Parties in counterparts, which counterparts shall be construed together and have the same effect as if all the Parties had executed the same instrument. Counterpart signatures may be transmitted by facsimile, email, or other electronic means and have the same force and effect as if they were original signatures. All Parties have participated in the drafting of this Agreement.

### 9. Severability

If any provision of this Agreement shall be held illegal, invalid, or unenforceable, in whole or in part, the legality, validity, and enforceability of the remaining provisions shall not be affected thereby.

### 10. Term

This Agreement shall commence upon the date of the earliest execution by any Participating Agency below and shall extend thereafter through the completion of all work product generated by the Consultant and delivered to MWDOC and to each Participating Agency. The scheduled completion date by the Consultant is July 1, 2026. MWDOC shall issue a Notice of Completion to all Participating Agencies upon close-out of the Consultant Agreement. Notwithstanding anything to the contrary in this Section 10, this Agreement may be terminated earlier by MWDOC in its discretion upon or after termination of the Consultant Agreement.

## Cost Sharing Agreement for 2025 UWMP

### 11. Entire Agreement

This Agreement contains the entire agreement of the Parties relating to the subject matter hereof; and the Parties have made no agreements, representations, or warranties, either written or oral, relating to the subject matter hereof that are not set forth herein. Except as provided herein, this Agreement may not be modified or altered without prior written approval from Parties.

IN WITNESS WHEREOF, the Parties have hereunto affixed their names as of the day and year thereafter written, which shall be and is the effective date of This Agreement.

Execution of Agreement by Parties	
1. Municipal Water District of Orange County	Date: _____ By: _____ Harvey De La Torre, General Manager Municipal Water District of Orange County  Approved as to Form: Date: _____ By: _____ Joseph Byrne General Counsel
2. City of Buena Park	Date: _____ By: _____  Aaron France, City Manager  City of Buena Park  Approved as to Form:

**Cost Sharing Agreement for 2025 UWMP**

	<p>Date: _____</p> <p>By: _____</p> <p>City Attorney</p>
<p>3. City of Garden Grove</p>	<p>Date: _____</p> <p>By: _____</p> <p>Lisa Kim, City Manager</p> <p>City of Garden Grove</p> <p>Approved as to Form:</p> <p>Date: _____</p> <p>By: _____</p> <p>City Attorney</p>
<p>4. City of La Palma</p>	<p>Date: _____</p> <p>By: _____</p> <p>Michael Egan, Interim City Manager</p> <p>City of La Palma</p> <p>Approved as to Form:</p> <p>Date: _____</p> <p>By: _____</p> <p>City Attorney</p>



## Cost Sharing Agreement for 2025 UWMP

<p>5. City of Orange</p>     <p>ATTEST:</p>   <p>_____ Pamela Coleman, City Clerk</p>	<p>Date: _____</p> <p>By: _____</p> <p>Jarad Hildenbrand, City Manager</p> <p>City of Orange</p> <p>Approved as to Form:</p> <p>Date: _____</p> <p>By: _____</p> <p>City Attorney</p>
<p>6. City of Seal Beach</p>	<p>Date: _____</p> <p>By: _____</p> <p>Patrick Gallegos, City Manager</p> <p>City of Seal Beach</p> <p>Approved as to Form:</p> <p>Date: _____</p> <p>By: _____</p> <p>City Attorney</p>
<p>7. City of Tustin</p>	<p>Date: _____</p> <p>By: _____</p> <p>Aldo Schindler, City Manager</p> <p>City of Tustin</p>

**Cost Sharing Agreement for 2025 UWMP**

	<p>Approved as to Form:</p> <p>Date: _____</p> <p>By: _____</p> <p>City Attorney</p>
8. Yorba Linda Water District	<p>Date: _____</p> <p>By: _____</p> <p>Richard Mark Toy, General Manager</p> <p>Yorba Linda Water District</p> <p>Approved as to Form:</p> <p>Date: _____</p> <p>By: _____</p> <p>District Counsel</p>
9. City of Westminster	<p>Date: _____</p> <p>By: _____</p> <p>Christine Cordon, City Manager</p> <p>City of Westminster</p> <p>Approved as to Form:</p> <p>Date: _____</p> <p>By: _____</p> <p>City Attorney</p>

**Cost Sharing Agreement for 2025 UWMP**

<p>10. East Orange County Water District</p>	<p>Date: _____</p> <p>By: _____</p> <p>David Youngblood, General Manager</p> <p>East Orange County Water District</p> <p>Approved as to Form:</p> <p>Date: _____</p> <p>By: _____</p> <p>District Counsel</p>
<p>11. City of Fountain Valley</p>	<p>Date: _____</p> <p>By: _____</p> <p>Ted Bui, Mayor</p> <p>City of Fountain Valley</p> <p>Approved as to Form:</p> <p>Date: _____</p> <p>By: _____</p> <p>Attorney for the City</p>
<p>12. City of Newport Beach</p>	<p>Date: _____</p> <p>By: _____</p> <p>Grace Leung, City Manager</p> <p>City of Newport Beach</p>

**Cost Sharing Agreement for 2025 UWMP**

	<p>Approved as to Form:</p> <p>Date: _____</p> <p>By: _____</p> <p>City Attorney</p>
<p>13. City of Huntington Beach a municipal corporation of the State of California</p>	<p>Date: _____</p> <p>By: _____</p> <p>Pat Burns, Mayor</p> <p>City of Huntington Beach</p> <p>Date: _____</p> <p>By: _____</p> <p>Lisa Lane Barnes, City Clerk</p> <p>Approved as to Form:</p> <p>Date: _____</p> <p>By: _____</p> <p>Michael Vigliotta, City Attorney</p>
<p>14. Mesa Water District</p>	<p>Date: _____</p> <p>By: _____</p> <p>Paul Shoenberger, General Manager</p> <p>Mesa Water District</p> <p>Approved as to Form:</p>

**Cost Sharing Agreement for 2025 UWMP**

	<p>Date: _____</p> <p>By: _____</p> <p>District Counsel</p>
15. City of San Clemente	<p>Date: _____</p> <p>By: _____</p> <p>Andy Hall, City Manager</p> <p>City of San Clemente</p> <p>Approved as to Form:</p> <p>Date: _____</p> <p>By: _____</p> <p>Elizabeth A. Mitchell, City Attorney</p>
16. Santa Margarita Water District	<p>Date: _____</p> <p>By: _____</p> <p>Robert Grantham, General Manager</p> <p>Santa Margarita Water District</p> <p>Approved as to Form:</p> <p>Date: _____</p> <p>By: _____</p> <p>District Counsel</p>

**Cost Sharing Agreement for 2025 UWMP**

<p>17. South Coast Water District</p>	<p>Date: _____</p> <p>By: _____</p> <p>Rick Shintaku, General Manager</p> <p>South Coast Water District</p> <p>Approved as to Form:</p> <p>Date: _____</p> <p>By: _____</p> <p>District Counsel</p>
<p>18. Trabuco Canyon Water District</p>	<p>Date: _____</p> <p>By: _____</p> <p>Fernando Paludi, General Manager</p> <p>Trabuco Canyon Water District</p> <p>Approved as to Form:</p> <p>Date: _____</p> <p>By: _____</p> <p>District Counsel</p>
<p>19. Laguna Beach County Water District</p>	<p>Date: _____</p> <p>By: _____</p> <p>Keith Van Der Maaten, General Manager</p> <p>Laguna Beach County Water District</p>

**Cost Sharing Agreement for 2025 UWMP**

	<p>Approved as to Form:</p> <p>Date: _____</p> <p>By: _____</p> <p>District Counsel</p>
20. City of Brea	<p>Date: _____</p> <p>By: _____</p> <p>Kristin Griffith, City Manager</p> <p>City of Brea</p> <p>Approved as to Form:</p> <p>Date: _____</p> <p>By: _____</p> <p>City Attorney</p>
21. City of La Habra	<p>Date: _____</p> <p>By: _____</p> <p>Jim Sadro, City Manager</p> <p>City of La Habra</p> <p>Approved as to Form:</p> <p>Date: _____</p> <p>By: _____</p> <p>City Attorney</p>

**EXHIBIT A  
Consultant Agreement**



## AGREEMENT FOR CONSULTANT SERVICES

This **AGREEMENT** for consulting services dated August 4, 2025, which includes all exhibits and attachments hereto, "**AGREEMENT**" is made on the last day executed below by and between **MUNICIPAL WATER DISTRICT OF ORANGE COUNTY**, hereinafter referred to as "**DISTRICT**," and, **CAROLLO ENGINEERS, INC.**, hereinafter referred to as "**CONSULTANT**" for **Preparation of 2025 Urban Water Management Plans**, hereinafter referred to as "**SERVICES**."<sup>1</sup> **DISTRICT** and **CONSULTANT** are also referred to collectively herein as the "**PARTIES**" and individually as "**PARTY**". The **PARTIES** agree as follows:

### **I      PURPOSE AND SCOPE OF WORK**

#### **A.      Consulting Work**

**DISTRICT** hereby contracts with **CONSULTANT** to provide general or special **SERVICES**, as more specifically set forth in **Exhibit "B"** attached hereto and incorporated herein, and in coordination with "**PARTICIPATING AGENCIES**", as more specifically set forth in **Exhibit "C"**.<sup>2</sup> Tasks other than those specifically described therein shall not be performed without prior written approval of **DISTRICT's** General Manager.

#### **B.      Independent Contractor**

**CONSULTANT** is retained as an independent contractor for the sole purpose of rendering professional and/or special **SERVICES** described herein and is not an agent or employee of **DISTRICT**. **CONSULTANT** shall be solely responsible for the payment of all federal, state and local income tax, social security tax, Workers' Compensation insurance, state disability insurance, and any other taxes or insurance **CONSULTANT**, as an independent contractor, is responsible for paying under federal, state or local law. **CONSULTANT** is thus not eligible to receive workers' compensation, medical, indemnity or retirement benefits, including but not limited to enrollment in CalPERS. Unless, expressly provided herein, **CONSULTANT** is not eligible to receive overtime, vacation or sick pay. **CONSULTANT** shall not represent or otherwise hold out itself or any of its directors, officers, partners, employees, or agents to be an agent or employee of **DISTRICT**. **CONSULTANT** shall have the sole and absolute discretion in determining the methods, details and means of performing the **SERVICES** required by **DISTRICT**. **CONSULTANT** shall furnish, at his/her own expense, all labor, materials, equipment and transportation necessary for the successful completion of the **SERVICES** to be performed under this **AGREEMENT**. **DISTRICT** shall not have any right to direct the methods, details and means of the **SERVICES**; however, **CONSULTANT** must receive prior written approval from **DISTRICT** before using any sub-consultants for **SERVICES** under this **AGREEMENT**.

**CONSULTANT** represents and warrants that in the process of hiring **CONSULTANT's** employees who participate in the performance of **SERVICES**, **CONSULTANT** conducts such lawful screening of those employees (including, but not limited to, background checks and Megan's Law reviews) as are appropriate and standard for employees who provide **SERVICES** of the type contemplated by this Agreement.

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<sup>1</sup> Pursuant to Section 8002 of the District's Administrative Code, the District's "Ethics Policy" set forth at sections 7100-7111 of the Administrative Code is attached hereto as Exhibit "A" and incorporated herein by this reference.

<sup>2</sup> The **PARTIES** acknowledge that the list of **PARTICIPATING AGENCIES** as set forth in **Exhibit "C"** is subject to modification by addendum.

### C. Changes in Scope of Work

If **DISTRICT** requires changes in the tasks or scope of work shown in **Exhibit "B"** or additional work not specified therein, **DISTRICT** shall prepare a written change order. If **CONSULTANT** believes work or materials are required outside the tasks or scope of work described in **Exhibit "B,"** it shall submit a written request for a change order to the **DISTRICT**. A change order must be approved and signed by the **PARTIES** before **CONSULTANT** performs any work outside the scope of work shown in **Exhibit "B."** **DISTRICT** shall have no responsibility to compensate **CONSULTANT** for such work without an approved and signed change order. Change orders shall specify the change in the budgeted amount for **SERVICES**.

### D. Standard of Care.

**CONSULTANT** shall perform the services required hereunder in accordance with the prevailing engineering standard of care by exercising the skill and ability ordinarily required of engineers performing the same or similar services, under the same or similar circumstances, in the State of California.

### E. DISTRICT Provided Information and Services.

The **DISTRICT** shall furnish **CONSULTANT** available studies, reports and other data pertinent to **CONSULTANT's** services; obtain or authorize **CONSULTANT** to obtain or provide additional reports and data as required; furnish to **CONSULTANT** services of others required for the performance of **CONSULTANT's** services hereunder, and **CONSULTANT** shall be entitled to use and rely upon all such information and services provided by the **DISTRICT** or others in performing **CONSULTANT's** services under this **AGREEMENT**.

### F. Estimates and Projections.

**CONSULTANT** has minimal control over the cost of labor, materials, equipment or services furnished by others, over the incoming water quality and/or quantity, or over the way the **DISTRICT's** plant and/ or associated processes are operated and/or maintained. Data projections and estimates are based on **CONSULTANT's** opinion based on experience and judgment. **CONSULTANT** cannot and does not guarantee that actual costs and/or quantities realized will not vary from the data projections and estimates prepared by **CONSULTANT** and **CONSULTANT** will not be liable to and/or indemnify the **DISTRICT** and/or any third party related to any inconsistencies between **CONSULTANT's** data projections and estimates and actual costs and/or quantities realized by the **DISTRICT** and/or any third party in the future.

## II TERM

This **AGREEMENT** shall commence upon the date of its execution and shall extend thereafter for the period specified in **Exhibit "B"** or, if no time is specified, until terminated on thirty (30) days notice as provided herein.

## III BUDGET, FEES, COSTS, BILLING, PAYMENT AND RECORDS

### A. Budgeted Amount for Services

**CONSULTANT** is expected to complete all **SERVICES** within the Budgeted Amount set forth on **Exhibit "B."** The total compensation for the **SERVICES** to be performed under this **AGREEMENT** shall not exceed the Budgeted Amount unless modified as provided herein. Upon expending and invoicing the **DISTRICT 80%** of the Budgeted Amount, **CONSULTANT** shall prepare and provide to **DISTRICT** a "cost to complete" estimate for the remaining **SERVICES**. The **PARTIES** shall work together to complete the project within the agreed-upon

Budgeted Amount, but the obligation to complete the **SERVICES** within the Budgeted Amount lies with the **CONSULTANT**.

#### B. Fees

Fees shall be billed per the terms and conditions and at the rates set forth on **Exhibit "B"** for the term of the **AGREEMENT**. Should the term of the **AGREEMENT** extend beyond the period for which the rates are effective, the rates specified in **Exhibit "B"** shall continue to apply unless and until modified by consent of the **PARTIES**.

#### C. Notification Clause

Formal notices, demands and communications to be given hereunder by either **PARTY** shall be made in writing and may be effected by personal delivery or by registered or certified mail, postage prepaid, return receipt requested and shall be deemed communicated as of the date of mailing. If the name or address of the person to whom notices, demands or communication shall be given changes, written notice of such change shall be given, in accordance with this section, within five (5) working days.

#### Notices shall be made as follows:

Municipal Water District of Orange County  
Harvey De La Torre  
General Manager  
18700 Ward Street, P.O. Box 20895  
Fountain Valley, CA 92708

Carollo Engineers, Inc.  
Inge Wiersema, PE, ENV SP  
Water Resources Practice Director,  
Senior Vice President  
707 Wilshire Boulevard, Suite 3920  
Los Angeles, CA 90017

#### D. Billing and Payment

**CONSULTANT's** fees shall be billed by the 25<sup>th</sup> day of the month for the previous month's activities. Invoices received by the 25<sup>th</sup> day of the month will be paid by **DISTRICT** by the end of the following month. Invoices shall reference the Purchase Order number from **DISTRICT**.

**DISTRICT** shall review and approve all invoices prior to payment. **CONSULTANT** agrees to submit additional supporting documentation to support the invoice if requested by **DISTRICT**. If **DISTRICT** does not approve an invoice, **DISTRICT** shall send a notice to **CONSULTANT** setting forth the reason(s) the invoice was not approved. **CONSULTANT** may re-invoice **DISTRICT** to cure the defects identified in the **DISTRICT** notice. The revised invoice will be treated as a new submittal. If **DISTRICT** contests all or any portion of an invoice, **DISTRICT** and **CONSULTANT** shall use their best efforts to resolve the contested portion of the invoice.

#### E. Billing Records

**CONSULTANT** shall keep records of all **SERVICES** and costs billed pursuant to this **AGREEMENT** for at least a period of seven (7) years and shall make them available for review and audit if requested by **DISTRICT**.

### IV DOCUMENTS

All **MATERIALS** as defined in Paragraph XI below, related to **SERVICES** performed under this **AGREEMENT** shall be furnished to **DISTRICT** upon completion or termination of this **AGREEMENT**, or upon request by **DISTRICT**, and are the property of **DISTRICT**.

## **V** **TERMINATION**

Each **PARTY** may terminate this **AGREEMENT** at any time upon thirty (30) days written notice to the other **PARTY**, except as provided otherwise in **Exhibit "B."** In the event of termination: (1) all work product prepared by or in custody of **CONSULTANT** shall be promptly delivered to **DISTRICT**; (2) **DISTRICT** shall pay **CONSULTANT** all payments for services performed and due under this **AGREEMENT** on the effective date of termination; (3) **CONSULTANT** shall promptly submit a final invoice to the **DISTRICT**, which shall include any and all non-cancelable obligations owed by **CONSULTANT** at the time of termination, (4) neither **PARTY** waives any claim of any nature whatsoever against the other for any breach of this **AGREEMENT**; (5) **DISTRICT** may withhold 125 percent of the estimated value of any disputed amount pending resolution of the dispute, consistent with the provisions of section III D above, and; (6) **DISTRICT** and **CONSULTANT** agree to exert their best efforts to expeditiously resolve any dispute between the **PARTIES**.

## **VI** **INSURANCE REQUIREMENTS**

**CONSULTANT** shall obtain prior to commencing work and maintain in force and effect throughout the term of this **AGREEMENT**, all insurance set forth below.

### **A. Workers' Compensation Insurance**

By his/her signature hereunder, **CONSULTANT** certifies that he/she is aware of the provisions of Section 3700 of the California Labor Code, which requires every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and that **CONSULTANT** will comply with such provisions before commencing the performance of the **SERVICES** under this **AGREEMENT**.

**CONSULTANT** and sub-consultant will keep workers' compensation insurance for their employees in effect during all work covered by this **AGREEMENT** in accordance with applicable law. An ACORD certificate of insurance or other certificate of insurance satisfactory to **DISTRICT**, evidencing such coverage must be provided (1) by **CONSULTANT** and (2) by sub-consultant's upon request by **DISTRICT**.

### **B. Professional Liability Insurance**

**CONSULTANT** shall file with **DISTRICT**, before beginning professional **SERVICES**, an ACORD certificate of insurance, or any other certificate of insurance satisfactory to **DISTRICT**, evidencing professional liability coverage of not less than \$1,000,000 per claim and \$1,000,000 aggregate, requiring 30 days notice of cancellation (10 days for non-payment of premium) to **DISTRICT**.

Such coverage shall be placed with a carrier with an A.M. Best rating of no less than A: VII, or equivalent. The retroactive date (if any) of such insurance coverage shall be no later than the effective date of this **AGREEMENT**. In the event that the **CONSULTANT** employs sub-consultants as part of the **SERVICES** covered by this **AGREEMENT**, **CONSULTANT** shall be responsible for requiring and confirming that each sub-consultant meets the minimum insurance requirements specified herein.

### **C. Other Insurance**

**CONSULTANT** will file with **DISTRICT**, before beginning professional **SERVICES**, ACORD certificates of insurance, or other certificates of insurance satisfactory to **DISTRICT**, evidencing general liability coverage of not less than \$1,000,000 per occurrence for bodily injury, personal injury and property damage; automobile liability (owned, scheduled, non-owned or hired) of at least \$1,000,000 for bodily injury and property damage each accident limit; workers' compensation (statutory limits) and employer's liability (\$1,000,000) (if applicable); requiring 30 days (10 days for non payment of premium) notice of cancellation to **DISTRICT**. For the coverage required under this paragraph, the insurer(s) shall waive all rights of subrogation against **DISTRICT**, the **PARTICIPATING AGENCIES**, and their directors, officers, agents, employees, attorneys, consultants or authorized volunteers. **CONSULTANT's** insurance coverage shall be primary insurance as respects **DISTRICT**, its directors, officers, agents, employees, attorneys, consultants and authorized volunteers, the **PARTICIPATING AGENCIES**, and their directors, officers, agents, employees, attorneys, consultants and authorized volunteers, for all liability arising out of the activities performed by or on behalf of the **CONSULTANT**. Any insurance pool coverage, or self-insurance maintained by **DISTRICT**, its directors, officers, agents, employees, attorneys, consultants or authorized volunteers, the **PARTICIPATING AGENCIES**, and their directors, officers, agents, employees, attorneys, consultants and authorized volunteers, shall be excess of the **CONSULTANT's** insurance and shall not contribute to it.

The general liability coverage shall give **DISTRICT**, the **PARTICIPATING AGENCIES**, and its directors, officers, agents, employees, attorneys, consultants and authorized volunteers additional insured status using ISO endorsement CG2010, CG2033, or equivalent. Coverage shall be placed with a carrier with an A.M. Best rating of no less than A: VII, or equivalents. In the event that the **CONSULTANT** employs sub-consultant as part of the work covered by the **AGREEMENT**, it shall be the **CONSULTANT's** responsibility to require and confirm that each sub-consultant meets the minimum insurance requirements specified herein.

#### D. Expiration of Coverage

If any of the required coverages expire during the term of the **AGREEMENT**, **CONSULTANT** shall deliver the renewal certificate(s) including the general liability additional insured endorsement to **DISTRICT** at least ten (10) days prior to the expiration date.

### VII INDEMNIFICATION

To the fullest extent permitted by applicable law, **CONSULTANT** shall indemnify, defend and hold harmless **DISTRICT**, its directors, officers, agents, employees, attorneys, consultants and authorized volunteers, , **PARTICIPATING AGENCIES**, and their directors, officers, agents, employees, attorneys, consultants and authorized volunteers, and each of them from and against:

- a. When the law establishes a professional standard of care for the **CONSULTANT's** services, all claims and demands of all persons that arise out of, pertain to, or relate to the **CONSULTANT's** negligence, recklessness or willful misconduct in the performance (or actual or alleged non-performance) of the work under this agreement. **CONSULTANT** shall defend itself against any and all liabilities, claims, losses, damages, and costs arising out of or alleged to arise out of **CONSULTANT's** performance or non-performance of the **SERVICES** hereunder, and shall not tender such claims to **DISTRICT** nor its directors, officers, employees, or authorized volunteers, for defense or indemnity.
- b. Any and all actions, proceedings, damages, costs, expenses, penalties or liabilities, in law or equity, of every kind or nature whatsoever, arising out of, resulting from, or on account of the violation of any governmental law or regulation, compliance with which is the responsibility of **CONSULTANT**.

- c. Any and all losses, expenses, damages (including damages to the work itself), attorney's fees incurred by counsel of the **DISTRICT's** choice and other costs, including all costs of defense, which any of them may incur with respect to the failure, neglect, or refusal of **CONSULTANT** to faithfully perform the work and all of the **CONSULTANT's** obligations under the agreement. Such costs, expenses, and damages shall include all costs, including attorneys' fees, incurred by counsel of the **DISTRICT's** choice, incurred by the indemnified parties in any lawsuit to which they are a party. Notwithstanding the foregoing, in no event shall the cost to defend charged to **CONSULTANT** exceed **CONSULTANT's** proportionate percentage of fault. The duty to indemnify, including the duty and the cost to defend, is limited as provided in this section.
- d. **CONSULTANT** shall not be responsible for warranties, guarantees, fitness for a particular purpose, breach of fiduciary duty, loss of anticipated profits or for economic, incidental or consequential damages to the **DISTRICT** or any third party arising out of breach of contract, termination, or for any other reason whatsoever unless the damages arise from **CONSULTANT's** willful misconduct. Additionally, **CONSULTANT** shall not be responsible for acts and decisions of third parties, including governmental agencies, other than **CONSULTANT's** subconsultants, that impact project completion and/or success.

**CONSULTANT** shall immediately defend, at **CONSULTANT's** own cost, expense and risk, any and all such aforesaid suits, actions, or other legal proceedings of every kind that may be brought or instituted against **DISTRICT** or its directors, officers, employees, or authorized volunteers with legal counsel reasonably acceptable to **DISTRICT**, and shall not tender such claims to **DISTRICT** nor its directors, officers, employees, or authorized volunteers.

**CONSULTANT** shall immediately pay and satisfy any judgment, award or decree that may be rendered against **DISTRICT** or its directors, officers, employees, or authorized volunteers, in any and all such suits, actions, or other legal proceedings.

**CONSULTANT** shall immediately reimburse **DISTRICT** or its directors, officers, employees, or authorized volunteers, for any and all legal expenses and costs incurred by each of them in connection therewith or in enforcing indemnity herein provided.

**CONSULTANT's** obligation to indemnify shall survive the termination or completion of this agreement for the full period of time allowed by law and shall not be restricted to insurance proceeds, if any, received by **DISTRICT**, its directors, officers, agents, employees, attorneys, consultants or authorized volunteers, or the **PARTICIPATING AGENCIES**, its directors, officers, agents, employees, attorneys, consultants or authorized volunteers.

## **VIII FINANCIAL DISCLOSURE AND CONFLICTS OF INTEREST**

Although **CONSULTANT** is retained as an independent contractor, **CONSULTANT** may still be required, under the California Political Reform Act and **DISTRICT's** Administrative Code, to file annual disclosure reports. **CONSULTANT** agrees to file such financial disclosure reports upon request by **DISTRICT**. Further, **CONSULTANT** shall file the annual summary of gifts required by Section 7105 of the **DISTRICT's** Ethics Policy, attached hereto as **Exhibit "A."**

Failure to file financial disclosure reports upon request and failure to file the required gift summary are grounds for termination of this **AGREEMENT**. Any action by **CONSULTANT** that is inconsistent with **DISTRICT's** Ethics Policy current at the time of the action is grounds for termination of this **AGREEMENT**. The Ethics Policy as of the date of this **AGREEMENT** is attached hereto as **Exhibit "A."**

## **IX PERMITS AND LICENSES**

**CONSULTANT** shall procure and maintain all permits, licenses and other government-required certification necessary for the performance of its **SERVICES**, all at the sole cost of **CONSULTANT**. None of the items referenced in this section shall be reimbursable to **CONSULTANT** under the **AGREEMENT**. **CONSULTANT** shall comply with any and all applicable local, state, and federal regulations and statutes including Cal/OSHA requirements.

## **X LABOR AND MATERIALS**

**CONSULTANT** shall furnish, at its own expense, all labor, materials, equipment, tools, transportation and other items or services necessary for the successful completion of the **SERVICES** to be performed under this **AGREEMENT**. **CONSULTANT** shall give its full attention and supervision to the fulfillment of the provisions of this **AGREEMENT** by its employees and sub-consultant and shall be responsible for the timely performance of the **SERVICES** required by this **AGREEMENT**. All compensation for **CONSULTANT's SERVICES** under this **AGREEMENT** shall be pursuant to **Exhibit "B"** to the **AGREEMENT**.

Only those **SERVICES**, materials, administrative, overhead and travel expenses specifically listed in **Exhibit "B"** will be charged and paid. No other costs will be paid. **CONSULTANT** agrees not to invoice **DISTRICT** for any administrative expenses, overhead or travel time in connection with the **SERVICES**, unless agreed upon and listed in **Exhibit "B"**.

## **XI CONFIDENTIALITY AND RESTRICTIONS ON DISCLOSURE**

### **A. Confidential Nature of Materials**

**CONSULTANT** understands that all documents, records, reports, data, or other materials (collectively "**MATERIALS**") provided by **DISTRICT** and **PARTICIPATING AGENCIES** to **CONSULTANT** pursuant to the **AGREEMENT**, including but not limited to draft reports, final report(s) and all data, information, documents, graphic displays and other items that are not proprietary to **CONSULTANT** and that are utilized or produced by **CONSULTANT** pursuant to the **AGREEMENT** are to be considered confidential for all purposes.

### **B. No Disclosure of Confidential Materials**

**CONSULTANT** shall be responsible for protecting the confidentiality and maintaining the security of **DISTRICT MATERIALS** and records in its possession. All **MATERIALS** shall be deemed confidential and shall remain the property of **DISTRICT** and **PARTICIPATING AGENCIES**. **CONSULTANT** understands the sensitive nature of the above and agrees that neither its officers, partners, employees, agents or sub-consultants will release, disseminate, or otherwise publish said reports or other such data, information, documents, graphic displays, or other materials except as provided herein or as authorized, in writing, by **DISTRICT's** representative and the **PARTICIPATING AGENCY's** representative. **CONSULTANT** agrees not to make use of such **MATERIALS** for any purpose not related to the performance of the **SERVICES** under the **AGREEMENT**. **CONSULTANT** shall not make written or oral disclosures thereof, other than as necessary for its performance of the **SERVICES** hereunder, without the prior written approval of **DISTRICT** and the **PARTICIPATING AGENCY**. Disclosure of confidential **MATERIALS** shall not be made to any individual, agency, or organization except as provided for in the **AGREEMENT** or as provided for by law.

### **C. Protections to Ensure Control Over Materials**

All confidential **MATERIALS** saved or stored by **CONSULTANT** in an electronic form shall be protected by adequate security measures to ensure that such confidential **MATERIALS** are safe from theft, loss, destruction, erasure, alteration, and any unauthorized viewing,

duplication, or use. Such security measures shall include, but not be limited to, the use of current virus protection software, firewalls, data backup, passwords, and internet controls.

The provisions of this section survive the termination or completion of the **AGREEMENT**.

## **XII OWNERSHIP OF DOCUMENTS AND DISPLAYS**

All original written or recorded data, documents, graphic displays, reports or other **MATERIALS** which contain information relating to **CONSULTANT's** performance hereunder and which are originated and prepared for **DISTRICT** and **PARTICIPATING AGENCIES** pursuant to the **AGREEMENT** are instruments of service and shall become the property of **DISTRICT** and **PARTICIPATING AGENCIES** upon completion or termination of the Project. **CONSULTANT** hereby assigns all of its right, title and interest therein to **DISTRICT** and **PARTICIPATING AGENCIES**, including but not limited to any copyright interest. In addition, **DISTRICT** and **PARTICIPATING AGENCIES** reserve the right to use, duplicate and disclose in whole, or in part, in any manner and for any purpose whatsoever all such data, documents, graphic displays, reports or other **MATERIALS** delivered to **DISTRICT** and **PARTICIPATING AGENCIES** pursuant to this **AGREEMENT** and to authorize others to do so.

To the extent that **CONSULTANT** utilizes any of its property (including, without limitation, any hardware or software of **CONSULTANT** or any proprietary or confidential information of **CONSULTANT** or any trade secrets of **CONSULTANT**) in performing **SERVICES** hereunder, such property shall remain the property of **CONSULTANT**, and **DISTRICT** and **PARTICIPATING AGENCIES** shall acquire no right or interest in such property.

**CONSULTANT** hereby assigns to **DISTRICT, PARTICIPATING AGENCIES** or its designee, for no additional consideration, all **CONSULTANT's** intellectual property rights, including, but not limited to, copyrights, in all deliverables and other works prepared by the **CONSULTANT** under this agreement. **CONSULTANT** shall, and shall cause its employees and agents to, promptly sign and deliver any documents and take any actions that **DISTRICT, PARTICIPATING AGENCIES**, or its designee reasonably requests to establish and perfect the rights assigned to **DISTRICT, PARTICIPATING AGENCIES** or its designee under this provision.

Reuse of documents by **DISTRICT** or others on extensions or modifications of this project or on other sites or use by others on this project, shall be at the user's sole risk, without liability to **CONSULTANT**.

## **XIII EQUAL OPPORTUNITY**

**DISTRICT** is committed to a policy of equal opportunity for all and to providing a work environment that is free of unlawful discrimination and harassment. In keeping with this commitment, **DISTRICT** maintains a policy prohibiting unlawful discrimination and harassment in any form based on race, religious creed, color, national origin, ancestry, physical or mental disability, medical condition, pregnancy or childbirth, marital status, gender, sex, sexual orientation, veteran status or age by officials, employees and non-employees (vendors, contractors, etc.).

This policy applies to all employees, consultants and contractors of the **DISTRICT**. Appropriate corrective action will be taken against all offenders, up to and including immediate discharge or termination of this **AGREEMENT**. During, and in conjunction with, the performance of this **AGREEMENT**, **CONSULTANT** shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, age, marital status or national origin.

## **XIV INTEGRATION OF ALL OTHER AGREEMENTS**



This **AGREEMENT**, including any Exhibits and Addenda, contains the entire understanding of the **PARTIES**, and there are no further or other agreements or understandings, written or oral, in effect between the **PARTIES** hereto relating to the subject matter hereof. Any prior understanding or agreement of the **PARTIES** shall not be binding unless expressly set forth herein and, except to the extent expressly provided for herein, no changes of this **AGREEMENT** may be made without the written consent of both **PARTIES**.

## **XV ELECTRONIC SIGNATURES**

The Uniform Electronic Transactions Act, California Civil Code section 1633.1 et seq., authorizes **PARTIES** to conduct business electronically. In accordance with California Civil Code section 1633.5, **PARTIES** acknowledge, consent and agree that transactions subject to this **AGREEMENT** may be effectuated by electronic means through the use of electronic and/or digital signatures. For purposes of this section, an electronic signature means an electronic symbol or process logically associated with the intent to sign an electronic record pursuant to Civil Code section 1633(h). A digital signature, which is a type of electronic signature, means an electronic identifier, created by a computer, that is intended to have the same force and effect as the use of a manual signature under Government Code 16.5(d). An example of an electronic signature would be a JPG of a manual signature imposed onto this **AGREEMENT**, an example of a digital signature would be the use of DocuSign or similar provider that requires an encrypted key that certifies the authenticity of the signature.

This consent to conduct transactions by electronic means through the use of electronic and/or digital signatures extends to the execution of this **AGREEMENT** or any related contract or other document necessary for the performance of this **AGREEMENT** including, without limitation, any related offers, proposals, bids, amendments, change orders, task orders and notices.

## **XVI ATTORNEYS' FEES**

In any action at law or in equity to enforce any of the provisions or rights under this **AGREEMENT**, the prevailing **PARTY** shall be entitled to recover from the unsuccessful **PARTY** all costs, expenses and reasonable attorney's fees incurred therein by the prevailing **PARTY** (including, without limitations, such costs, expense and fees on any appeals), and if such prevailing **PARTY** shall recover judgment in any such action or proceeding, such costs, expenses, including those of expert witnesses and attorneys' fees, shall be included as part of this judgment.

## **XVII JURISDICTION AND VENUE SELECTION**

In all matters concerning the validity, interpretation, performance, or effect of this **AGREEMENT**, the laws of the State of California shall govern and be applicable. The **PARTIES** hereby agree and consent to the exclusive jurisdiction of the courts of the State of California and that venue of any action brought hereunder shall be in Orange County, California.

## **XVIII. THIRD PARTIES**

The services to be performed by **CONSULTANT** are intended solely for the benefit of the **DISTRICT** and **PARTICIPATING AGENCIES**. No other person or entity shall be entitled to rely on **CONSULTANT**'s performance of its services hereunder, and no right to assert a claim against **CONSULTANT** by assignment of indemnity rights or otherwise shall accrue to a third party as a result of **AGREEMENT** or the performance of **CONSULTANT**'s services hereunder.

IN WITNESS WHEREOF, the PARTIES have hereunto affixed their names as of the day and year thereafter, which shall be and is the effective date of this AGREEMENT.

APPROVED BY:

DocuSigned by:  
  
DB0E5C258E3B412...

**Harvey F. De La Torre, General Manager**  
Municipal Water District of Orange County  
18700 Ward Street Fountain Valley, CA  
92708  
(714) 963-3058

Date 8/7/2025 | 7:52 AM PDT

CONSULTANT ACCEPTANCE:

Signed by:  
  
7EC4668383DE4EE...

**Inge Wiersema, PE, ENV SP**  
Water Resources Practice  
Director, Senior Vice President  
Carollo Engineers, Inc.  
707 Wilshire Boulevard, Suite 3920  
Los Angeles, CA 90017  
(213) 279-3320

Date 8/7/2025 | 5:22 AM PDT

Signed by:  
  
684464DD668442D...

**Graham Juby, PhD, PE**  
Vice President  
Carollo Engineer, Inc.  
3150 Bristol Street, Suite 500  
Costa Mesa, CA 92626  
(714) 593-5134

Date 8/6/2025 | 3:30 PM PDT

Internal Use Only:

Program No. \_\_\_\_\_

Line Item: \_\_\_\_\_

Funding Year: \_\_\_\_\_

Contract Amt.: \_\_\_\_\_

Purchase Order # \_\_\_\_\_

**EXHIBIT "A"****ETHICS POLICY****§7100-§7110****§7100 PURPOSE**

The policy of MWDOC is to maintain the highest standards of ethics from its Board members, officers and employees (all shall be referred to as employees for the purposes of this section). The proper operation of MWDOC requires decisions and policy to be made in the proper manner, that public office not be used for personal gain, and that all individuals associated with MWDOC remain impartial and responsible toward the public. Accordingly, all employees are expected to abide by the highest ethical standards and integrity when dealing on behalf of MWDOC with fellow Board members or employees, vendors, contractors, customers, and other members of the public.

**§7101 RESPONSIBILITIES OF BOARD MEMBERS**

Board members are obliged to uphold the Constitution of the United States and the Constitution of the State of California and shall comply with all applicable laws regulating Board member conduct, including conflicts of interest and financial disclosure laws. No Board member or officer shall grant any special consideration, treatment, or advantage to any person or group beyond that which is available to every other person or group in the same circumstances.

**§7102 PROPER USE OF MWDOC PROPERTY AND RESOURCES**

Except as specifically authorized, no employee shall use or remove or permit the use or removal of MWDOC property, including MWDOC vehicles, equipment, telephones, office supplies, and materials for personal convenience or profit. No employee shall require another MWDOC employee to perform services for the personal convenience or profit of another employee. Each employee must protect and properly use any MWDOC asset within his/her control, including information recorded on paper or in electronic form. Employees shall safeguard MWDOC property, equipment, monies, and assets against unauthorized use or removal, as well as from loss due to criminal act or breach of trust.

Employees are responsible for maintaining written records, including expense reports, in sufficient detail to reflect accurately and completely all transactions and expenditures made on MWDOC's behalf. Creating a document with misleading or false information is prohibited.

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Motion - 1/17/96;

**§7103 CONFLICT OF INTEREST**

All MWDOC Directors, officers, and employees at every level shall comply with the requirements of Section 1090 of the California Government Code which prohibits such persons from being financially interested in any contract made by them in their official

capacity, or by any body or board of which they are members, or from being a purchaser at any sale or a vendor at any purchase made by them in their official capacity.

All Directors and employees designated under MWDOC's Conflict of Interest Code ("designated employees") and employees required to report under Chapter 7, Article 2 of the Political Reform Act (Government Code Section 7300 et seq.) shall promptly and fully comply with all requirements thereof.

MWDOC employees who are not designated employees under MWDOC's Conflict of Interest Code shall refrain from participating in, making a recommendation, or otherwise attempting to influence MWDOC's selection of a contractor, consultant, product, or source of supply if the non-designated employee, or an immediate family member, has a direct or indirect financial interest in the outcome of the selection process. No employee shall use his/her position with MWDOC in any manner for the purpose of obtaining personal favors, advantages or benefits for him/herself or an immediate family member from a person or entity doing business or seeking to do business with MWDOC. Such favors, advantages, or benefits would include, but are not limited to: 1) offers of employment; 2) free or discounted goods or services; or 3) gifts.

#### **§7104 GIFTS**

No employee shall accept, directly or indirectly, any compensation, reward or gift from any source except from MWDOC, for any action related to the conduct of MWDOC business, except as set forth below:

1. Acceptance of food and refreshments of nominal value on infrequent occasions in the ordinary course of a breakfast, luncheon or dinner meeting or other meeting or on an inspection tour where the arrangements are consistent with the transaction of official business.\*
2. Acceptance of transportation, lodging, meals or refreshments, in connection with attendance at widely attended gatherings sponsored by industrial, technical or professional organizations; or in connection with attendance at public ceremonies or similar activities financed by nongovernmental sources where the employee's participation on behalf of MWDOC is the result of an invitation addressed to him or her in his/her official capacity, and the transportation, lodging, meals or refreshment accepted is related to, and is in keeping with, his/her official participation.\*
3. Acceptance of unsolicited advertising or promotional materials such as pens, pencils, note pads, calendars, or other items of nominal value.\*
4. Acceptance of plaques and commemorative mementoes, of nominal value, or of value only to the recipient, such as service pins, recognition awards, retirement mementoes.
5. Acceptance of incidental transportation from a private organization, provided it is furnished in connection with an employee's official duties and is of the type customarily provided by the private organization.

\* Nothing herein shall be deemed to relieve any Director or designated employee from reporting the value of such meals, transportation, lodging or gifts and abstaining from

participation in any decision of MWDOC which could foreseeably have a material financial effect on the donor when the value of such gifts reaches the limits set forth in MWDOC's Conflict of Interest Code and the Political Reform Act.

In no event shall any employee accept gifts from any single source, the cumulative value of which exceeds the applicable gift limit under California law.

A gift or gratuity, the receipt of which is prohibited under this section, shall be returned to the donor. If return is not possible, the gift or gratuity shall be turned over to a public or charitable institution without being claimed as a charitable deduction and a report of such action, and the reasons why return was not feasible shall be made on MWDOC records. When possible, the donor also shall be informed of this action.

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Motion - 1/17/96;

### **§7105 PERSONS OR COMPANIES REPORTING GIFTS**

All persons and companies doing business with MWDOC, with the exception of public agencies, shall submit a summary, by January 31 of each calendar year, of all gifts claimed for internal vendor audits (including meals) made to, or on behalf of, employees or Directors of MWDOC, or their immediate family members, that have occurred in the normal course of business during the previous calendar year. Failure to provide this information to MWDOC may result in the termination of MWDOC business with that person or company.

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Motion - 7/21/93; Motion - 8/18/93;

### **§7106 USE OF CONFIDENTIAL INFORMATION**

Confidential information (i.e., information which is exempt from disclosure under the California Public Records Act) shall not be released to unauthorized persons unless the disclosure is approved by the Board, President of the Board, or General Manager. Employees are prohibited from using any confidential information for personal advantage or profit.

### **§7107 POLITICAL ACTIVITIES**

During the course and scope of their employment employees are prohibited from engaging in campaign activities associated with MWDOC Director elections, MWDOC Director appointments, the appointment of MET Directors, or from attempting to influence changes to MWDOC Division boundaries, except where such activities are expressly required in the course of official duties. Employees are otherwise free to personally, endorse, advocate, contribute to, or otherwise support any political party, candidate, or cause they may choose; however, employees are prohibited from soliciting political funds or contributions at MWDOC facilities or during the course and scope of their duties for MWDOC. In any personal political activity an employee may be involved in, it shall be made clear that the employee is acting personally and not for MWDOC. These provisions are intended to protect employees against political assessments, coerced political activities, and to prevent political activities on the part of employees from interfering with MWDOC operations. Nothing in this section shall be

interpreted or applied in a manner to unlawfully curtail the constitutional right to political activity of MWDOC employees.

Motion – 6/17/15

### **§7108 IMPROPER ACTIVITIES**

Employees shall not interfere with the proper performance of the official duties of others, but are strongly encouraged to fulfill their own moral obligations to the public, MWDOC, and its member agencies by disclosing, to the extent not expressly prohibited by law, improper activities within their knowledge. No employee shall directly or indirectly use or attempt to use the authority or influence of his/her position for the purpose of intimidating, threatening, coercing, commanding, or influencing any person with the intent of interfering with that person's duty to disclose improper activity.

### **§7109 VIOLATION OF POLICY – STAFF AND STAFF OFFICERS**

If an employee is reported to have violated MWDOC's Ethics Policy, the matter shall be referred to any of the following: (1) the General Manager; (2) Human Resources; (3) the Board of Directors; or (4) any member of the management staff, for investigation and consideration of any appropriate action warranted which may include employment action such as demotion, reduction in salary, or termination.

If a Board appointed officer (Secretary, Treasurer or General Manager) is reported to have violated MWDOC's Ethics Policy, the matter shall be referred to the Executive Committee for investigation and consideration of any appropriate action. The Executive Committee may make a determination and present the issue to the full Board.

Motion - 1/17/96; 6/17/15

### **§7110 VIOLATION OF POLICY -- DIRECTORS**

A perceived violation of this policy by a Director should be referred to the President of the Board or the full Board of Directors for investigation, and consideration of any appropriate action warranted. A violation of this policy may be addressed by the use of such remedies as are available by law to MWDOC, including, but not limited to: (a) adoption of a resolution expressing disapproval of the conduct of the Director who has violated this policy, (b) injunctive relief, or (c) referral of the violation to MWDOC Legal Counsel and/or the Grand Jury.

### **§7111 PERIODIC REVIEW OF ETHICS, CONFLICT OF INTEREST AND ADMINISTRATIVE GUIDELINES**

Pursuant to the terms of Government Code Sections 53234 through 53235.2, each Director shall receive at least two hours of training in general ethics principles every two years. Pursuant to Government Code Section 53235(c), the curricula for ethics training must be approved by the Fair Political Practices Commission (FPPC) and the Attorney General. It is the general desire of the MWDOC Board to meet and review and/or receive a presentation that addresses principles relating to reporting guidelines on compensation, conflict of interest issues, and standards for rules of conduct during the first quarter of the year immediately following an election (every two years).

Each Director shall retain the certificate of completion from any ethics course in which he/she participates and shall provide a copy of such report to MWDOC. Such records shall be retained for five years from the date they are received.

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M-12/21/05

**Please note** If using Consultant's proposal as Exhibit "B" please attach the proposal or complete the standard Exhibit "B" Form below, BOTH Parties must verify that all sections of this form are FULLY ADDRESSED and the appropriate Exhibit is attached and labeled accordingly

## EXHIBIT "B"

### SCOPE OF WORK, TERMS OF AGREEMENT AND TERMS AND CONDITIONS FOR BILLING

**Carollo Engineers, Inc.**  
**Inge Wiersema, PE, ENV SP**  
**707 Wilshire Blvd., Suite 3920**  
**(213) 279-3320**  
**Tax I.D. 86-0899222**

1. Term – Commencement August 4, 2025, Termination September 30, 2026
2. Fees/Rates to be billed – See Exhibit B-2 Cost Summary for Development of 2025 Urban Water Management Plans for base price (lump sum) and optional tasks/contingency tasks fees prepared based on Fee Schedule per page 20-22 of Exhibit B-1..
3. Budgeted Amount – See Exhibit B-2; Note: Budgeted amount is based on the "Base Price" and the optional tasks on which the participating agency provides written approval. **CONSULTANT** fees shall be billed by the 25<sup>th</sup> day of the month for the previous month's activities. Invoices received by the 25<sup>th</sup> day of the month will be paid by **DISTRICT** by the end of the following month. Invoices shall reference the Purchase Order number from **DISTRICT**.  
  
Consultant shall prepare a breakdown of the percent complete by task by Participating Agency to submit with each monthly invoice.  
  
Upon invoicing **DISTRICT** 80% of the contract amount, **CONSULTANT** shall prepare and provide to **DISTRICT** a "cost to complete" estimate for the remaining work.
4. Scope of Work/Services – Preparation of the 2025 Urban Water Management Plans for MWDOC and Participating Agencies as outlined in the attached Exhibit B-1.
5. Consultant Representative: Inge Wiersema, PE, ENV SP, Water Resources Practice Director, Senior Vice President



# Exhibit B-1

## Scope of Work

# C. Project Approach and Scope of Work

## Project Understanding

We understand that the goal of this project is to prepare the 2025 UWMPs for MWDOC and the Participating Agencies. Based on discussions with MWDOC staff, we anticipate that this project will likely involve around twenty individual UWMPs that all must be completed and submitted to the California DWR by the submittal deadline of July 1, 2026.

The 2025 UWMP must meet all the requirements of the Final 2025 UWMP Guidebook, which will be published by DWR no later than July 1, 2025. Although the final guidebook is not available yet, our team has a good understanding of the upcoming changes through our involvement in the guidebook development process and access to the interim tables released for review. As shown on the graphic below, there are several key changes that either increase (shown in orange) or decrease (shown in green) the level of effort for the 2025 UWMPs compared to the 2020 UWMP cycle.

## TOP 10 Changes anticipated in the 2025 UWMP Guidebook

Based on a detailed side-by-side comparison, we have identified 30 changes between the 2020 and 2025 UWMP tables. The UWMP Table of Contents below calls out the top 10 changes that either increase or decrease the anticipated level of effort.

CHAPTER 4

Decreased

Table 4-1: Wholesale: Total Uses for Potable and Non-Potable Water - Actual and Table 4-2 Wholesale: Uses for Potable and Non-Potable Water - Projected are now optional.

Increased

Table 4-4 Retail: Passive Water Savings Projection is a new optional table to document projected water savings from adopted codes over the next 25 years, in five-year increments.

Decreased

Table 4-4: Last Five Years of Water Loss Audit Reporting, optional for Wholesale and mandatory for Retail in 2020 have been removed.

Increased

Table 4-5: Water Loss Auditing (optional for Wholesale and mandatory for Retail) is now added to document whether a water loss audit for each of the past 5 years for each public water system served by the agency was submitted to DWR.

Increased

Table 4-6 Retail: Progress Towards 2028 Water Loss Performance Standard is a new table to report on whether a retail agency has met the new distribution system loss performance standard enacted by the California State Water Resources Control Board.

CHAPTER 5

Decreased

Table 5-1: Baseline and Targets Summary From SB X 7-7 Verification Form and 2020 Table 5-2: 2020 Compliance From SB X 7-7 2020 Compliance Form from 2020 have been removed and a new Table 5-1 Retail: SB X7-7 2020 Target Progress table is included to report the progress in meeting the urban water use target from 2020.

2025 URBAN WATER MANAGEMENT PLAN

Table of Contents

EXECUTIVE SUMMARY ..... 1

CHAPTER 1: INTRODUCTION AND UWMP OVERVIEW ..... 1-1

CHAPTER 2: UWMP PREPARATION.....2-1

CHAPTER 3: SYSTEM DESCRIPTION .....3-1

CHAPTER 4: WATER USE CHARACTERIZATION .....4-1

CHAPTER 5: CONSERVATION TARGET COMPLIANCE.....5-1

CHAPTER 6: WATER SUPPLY CHARACTERIZATION.....6-1

CHAPTER 7: WATER SERVICE RELIABILITY AND DROUGHT RISK ASSESSMENT ..... 7-1

CHAPTER 8: WATER SHORTAGE CONTINGENCY PLANNING .....8-1

CHAPTER 9: DEMAND MANAGEMENT MEASURES .....9-1

CHAPTER 10: PLAN ADOPTION, SUBMITTAL, AND IMPLEMENTATION .....10-1

REFERENCES..... 11-1

CHAPTER 6

Decreased

Table 6-1: Wholesale: Groundwater Volume Pumped has now been made mandatory.

CHAPTER 7

Decreased

Table 7-1: Basis of Water Year Data (Reliability Assessment) is now optional for both Retail and Wholesale.

Increased

Table 7-2: Normal Year Supply and Use Comparison, Table 7-3: Single Dry Year Supply and Demand Comparison, Table 7-4: Five Consecutive Dry Years Supply and Demand Comparison and Table 7-5: Five-Year Drought Risk Assessment for both Retail and Wholesale have now an optional section to provide WSCP supply augmentation benefit, WSCP water use reduction savings and revised surplus/shortfall over the next 20 years, in five-year increments.

CHAPTER 8

Decreased

Table 8-1: Cross-reference for Standard vs Supplier Shortage Levels is now a modified table with no entry for describing the shortage response actions and new columns to list the supplier's own shortage levels (if these differ from the standard shortage levels) and corresponding percent shortage ranges.

carollo

### Potential triggers that would warrant a WSCP update include:

- ✓ **Changes in water supplies.** For example, water shortage contingency tiers may need to be modified for agencies that had stopped using groundwater in anticipation of the PFAS regulation, but have brought their groundwater wells back online since the publication of the 2020 UWMP.
- ✓ **Changes in** Metropolitan Water District of Southern California's **(MET's) shortage triggers.**
- ✓ **Updates to** an agency's **Hazard Mitigation Plan or Climate Action Plans** to ensure consistency and avoid conflict in drought and other system vulnerability response actions.
- ✓ **Updates to** an agency's **Communication Protocols** following the drought in 2021/22 and recent wildfires.

Based on our experience from previous guidebook updates since our involvement in the 2005 UWMP cycle, and our ongoing work on the 2025 UWMP for San Diego, our team has concluded that the changes for the 2025 UWMP cycle are much less substantive than in previous cycles. As a result, we understand most of the work effort will involve updating information and tables, rather than new types of analysis or major narrative overhauls like in 2020.

Due to the large number of UWMPs that need to be prepared in parallel within the 11-month project duration per the timeline in the RFP, we understand that a key challenge of this project is centered around organization.

It will be critical to streamline data gathering, coordination with member agencies, and the preparation and reviews of the deliverables. To meet this challenge, MWDOC needs an experienced team that has gone down this road before. Our team brings this specific experience through Shivani Shrotriya, who worked with Sarina Sriboonlue for MWDOC while at Arcadis in the preparation of 22 UWMPs during the 2020 UWMP cycle.


Lastly, we also understand that the key objective of most of your participating member agencies is to “check the box” and get this regulatory requirement completed and be eligible for state funding programs. It is our job as the consulting team to deliver these 2025 UWMPs with minimal effort from your member agencies, while getting all the tables and information accurately updated that meet the 2025 UWMP Guidebook requirements and extend the planning horizon to 2050 such that these Plans can also be used for future Water Supply Assessment until the 2030 UWMP cycle.

## San Diego 2025 UWMP

Carollo is currently working on the 2025 UWMP for the City of San Diego. With the first draft of the UWMP planned for the end of May 2025, we have built off the comprehensive 2020 UWMP (prepared by CDM Smith) and developed the plan in accordance with the 2020 Guidebook, while tracking/flagging potential changes identified through our connections with parties involved in the 2025 Guidebook development.

In parallel, we have compiled, reviewed, and organized the City’s data and information sources such that when the 2025 Guidebook is released, we will be able to quickly generate the Draft UWMP by linking our spreadsheet information to new table formats and word chapters (see page 14). The remaining gaps will directly inform the additional information needs to meet all 2025 Guidebook requirements.



 Our ongoing work on the San Diego 2025 UWMP has resulted in proactive and efficient methods to quickly incorporate anticipated guidebook changes once released.

## Our Tailored Approach to Project Success

We have developed a tailored project approach that meets the critical success factors of this project, namely:

- 1 Efficient and On-Time Project Delivery**
- 2 Streamlined Data Management and Organization**
- 3 Sound Quality Control that Promotes Smooth DWR Approval**

Each of these approach elements are described in more detail on the following three pages.



Project Approach

1 Efficient and On-Time Project Delivery

Leveraging the knowledge and experience from our proposed project engineer, Shivani Shrotriya, who worked on the successful delivery of your 2020 UWMPs, we prepared the flowchart shown below to visually display the steps we envision for the efficient preparation of likely more than 20 2025 UWMPs.

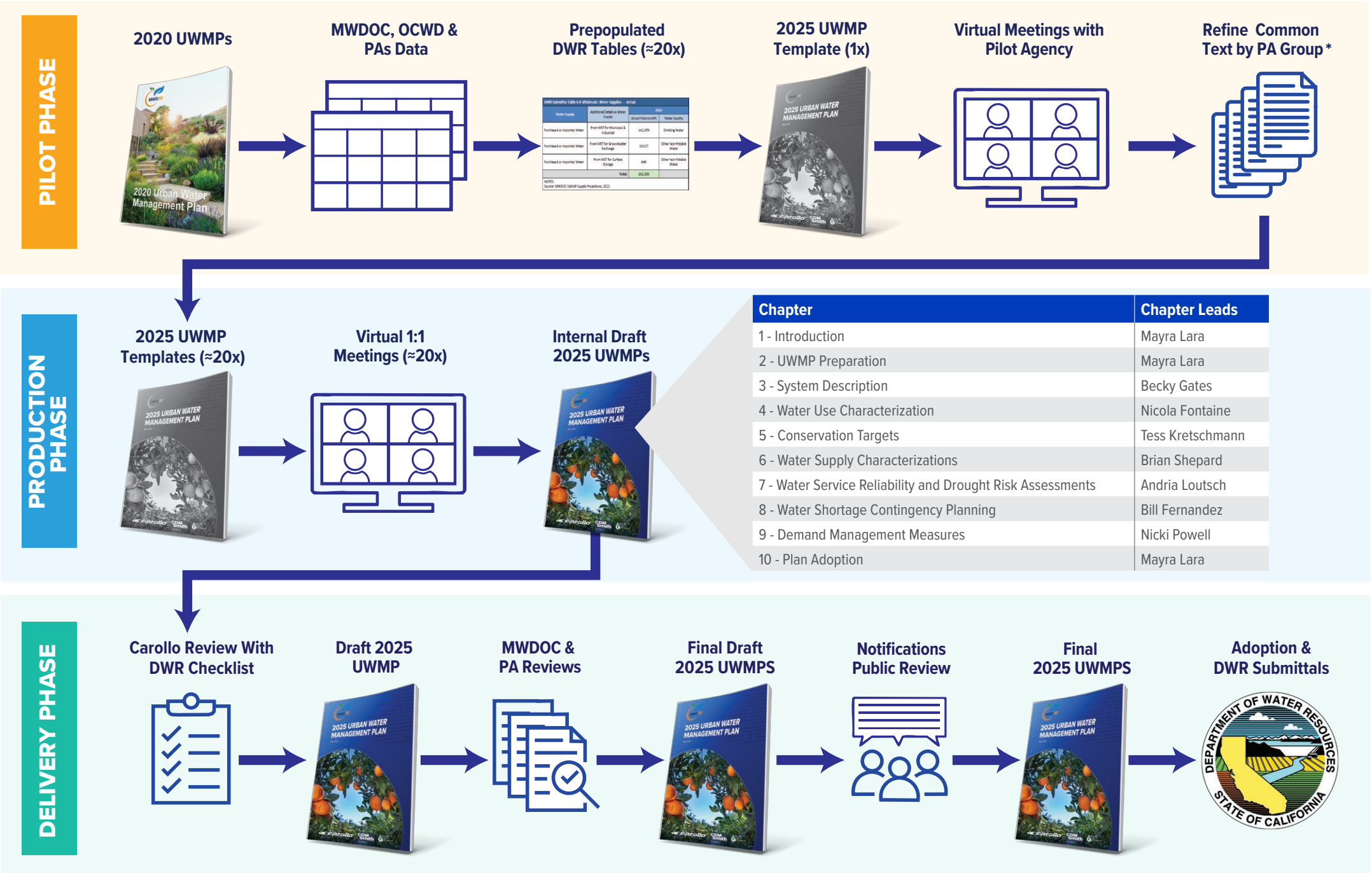
The 2025 UWMP development process will first be piloted with one PA. Although the pilot approach takes time in a tight schedule, we have accounted for this in our overall schedule (see page 18). We advise taking this more cautious approach, so we can repeat and accelerate the project delivery process for the remaining UWMPs with confidence. In this way we **Plan the Work** so we can then **Work the Plan**.

This pilot could be completed with the City of Buena Park like in 2020, or another agency may be selected by MWDOC as desired. To take full advantage of the piloting phase, it will be important to use an agency that uses both groundwater and imported water such that the common narrative updates for these water supplies can be used for all UWMPs that need to describe these same water supply sources. For example, the impact of new PFAS regulations and changes in water reuse with the Groundwater Replenishment System Phase 3 expansion in 2023 will need to be incorporated consistently for all respective member agencies.

Upon completion of the pilot phase, the delivery process will be refined as needed before being replicated for the 2025 UWMPs of MWDOC and all PAs simultaneously. The three key takeaways of our efficient project delivery process shown in the flowchart below are:

- 1. Prepopulated UWMP Tables:** Before we meet with any of the member agencies, we will combine the information from the 2020 UWMPs, water supply and demand information from MWDOC and online sources. This will allow us to make tailored data requests for each Participating Agency, **reducing their data gathering time and effort as much as possible**. The tables will be reviewed in the 1:1 meetings and updated information will be directly linked to tables in the 2025 UWMP documents (see sidebar on page 14).
- 2. Dedicated Chapter Leads:** As shown in the flowchart, we have dedicated chapter leads (dedicated UWMP leads) assigned who will work in assembly line style to produce their respective chapters for the 20-ish UWMPs. Only chapters 1, 2, and 10 are combined because of the limited content and preparation timeline. Through repetition, this **enhances efficiency and promotes consistency** for all common narrative content.
- 3. Early DWR Checklist Review:** Each of our three technical advisors has a clear responsibility (UWMP, WSCP, and DWR reviews). We will conduct the DWR Checklist review prior to the Draft UWMP delivery to verify completeness. This **avoids surprises, the need for additional meetings, and potential delays**.

Our UWMP delivery process with a pilot phase and dedicated chapter leads is a proven process that will result in on-time project delivery.



Our proven delivery process with a pilot phase and dedicated chapter leads will result in on-time project delivery of 20+ UWMPs by DWR's deadline.

\*PA = Participating Agency;

\*Refer to Schedule (pg 18) for identification of Groups

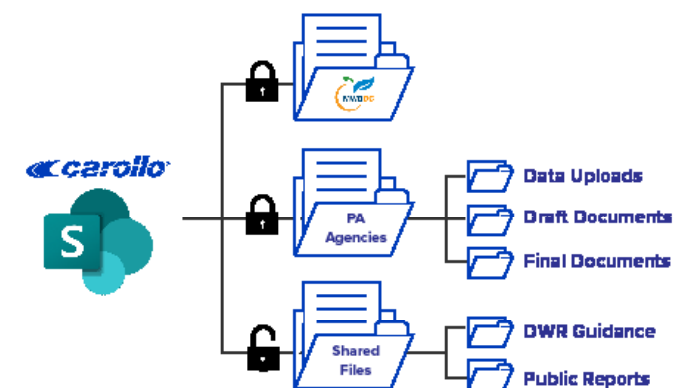
## 2 Streamlined Data Management and Organization

Despite the anticipated relatively minor changes in the 2025 UWMP Guidebook compared to the changes between 2015 and 2020, the preparation of likely more than 20 UWMPs in 11 months with multiple revisions in each remains a big undertaking. This is especially true when it comes to data and document management. In addition to the volume of files, the security of the information must be considered. It is therefore critical to apply the principal **“Plan the Work, Work the Plan”**.

The three key elements and benefits of how the Carollo team will streamline data management and organization are as follows:

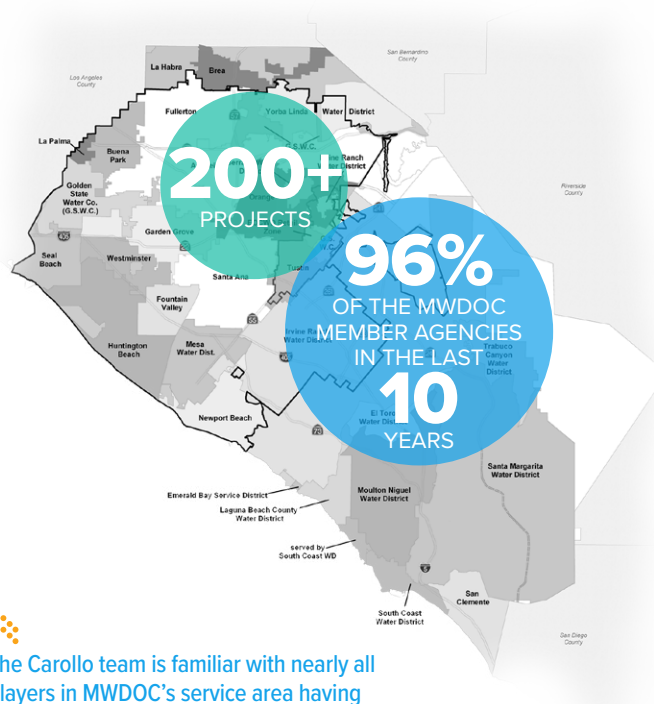
- 1. Secure SharePoint Site:** Carollo will set up and host a project SharePoint Site to manage all project files from start to finish. At the end of the project, files can be transferred back in a single zip file to MWDOC and the respective agencies, as desired. As depicted in the graphic below, we propose using dedicated locked channels for MWDOC and each of the participating member agencies. These channels can be used to **securely upload and download files by approved members**. Public and non-sensitive information will be stored in an open shared folder to avoid unnecessary duplication of data. For example, the 2025 UWMP Guidebook and Water Use Efficiency reports can be saved in the shared folder for easy reference.
- 3. File Naming Protocol:** A document naming protocol will be launched at the kickoff meeting so that all data, spreadsheets, chapters, UWMP versions, and comment logs are kept in the correct folders and with the correct file name extensions. **This avoids version control issues and potential duplicate work.**

Last, but not least, we understand that it is the consultant's role to make the data gathering and 2025 UWMP preparation as easy as possible. As members of our team have not only worked on the 2020 UWMPs but also completed 200+ projects for all but one of your member agencies, we bring exceptionally strong relationships in your entire service area. Our personal and working relationships will help with data gathering and result in efficient project delivery.



Carollo will host and manage all the data and documents in an organized manner, such that MWDOC and the participating agencies only have to focus on providing raw data and conducting reviews. It is our job to make it easy for you!

- 2. Consistent Folder Structures:** We will work with MWDOC's project manager at the start of the project to review and refine our draft proposed folder structure that will be used for all UWMPs. This makes it easy for all team members to quickly find the right files for any member agency, which **enhances efficiency and allows support staff to quickly ramp up during peak production periods.**



The Carollo team is familiar with nearly all players in MWDOC's service area having collectively delivered more than 200 projects for the PAs in just the last decade. We will leverage our institutional knowledge and relationships in the 2025 UWMP updates.

### 3 Sound Quality Control that Promotes Smooth DWR Approval

Quality control is clearly important on any project we deliver. The unique project elements that make a robust and well-thought-out quality control and quality assurance (QAQC) process extra critical for this project are:

- The accelerated timeline of 11 months;
- A regulatory deadline that is truly fixed; and
- The simultaneous preparation of 20-ish plans that all roughly follow the same timeline, creating “waves” of deliverables and subsequent reviews.

To address the challenge of the “waves” of internal reviews, we plan to take a 2-pronged approach:

**1. Staggered UWMP Delivery Schedule.** We have separated the anticipated participating member agencies into four (4) groups based on their respective supply mix complexity. The delivery of the Draft, Final Draft, and Final UWMPs in each group are staggered by 1 week to phase both production and reviews. In addition, this allows more time to complete the more complicated plans and accelerates the UWMP of member agencies with fewer supplies and less complexity. The group allocations are consistent with Attachment A of the RFP and are shown on the project schedule on page 18.

**2. Dedicated Technical Advisory Roles:** As shown in our organization chart on page 2 we have included three technical advisors on our team. The advisors are not involved in the day-to-day project activities or meetings to maintain a truly independent review perspective. Each advisor has a unique and clearly defined responsibility as follows:



**Dan Rodrigo:** Conduct detailed review of narrative, numbers, and calculations of all Draft and Final Draft, and Final UWMPs. Assure consistency with MWDOC’s Water Reliability Study.



**Michelle Maddaus:** Conduct detailed review of narrative, numbers, and calculations of all Draft and Final Draft, and Final WSCPs.

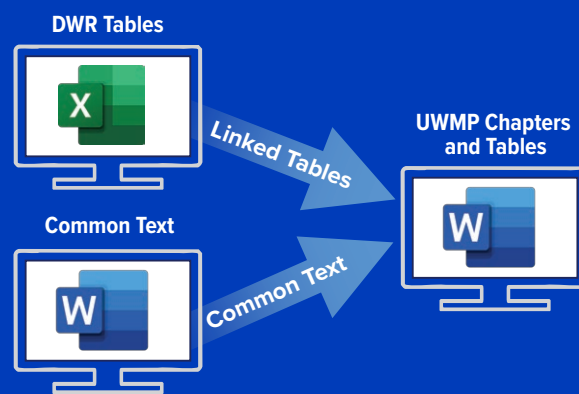


**Jessica Fritsche:** Conduct comprehensive review of the Final Draft and Final UWMPs and WSCPs from the DWR perspective, using the DWR checklist.

#### Smart Links Improve Efficiency, Accuracy, and Consistency

In addition, we plan to employ available document processing tools by setting up all the 2025 UWMP word documents such that the tables in the MS Word files are automatically linked to the corresponding master MS Excel workbook. As the UWMP tables are the core of these plans, we will be using the MS Excel workbooks as the master data repository from start to finish. We can then change numbers in excel when we get new information from a report or during the 1:1 meetings with the member agencies, and that automatically updates the corresponding report tables.

Similarly, we will link common text narratives in a master word document (e.g. about the project Basin Pumping Percentage with the Final GWRS Expansion) to the word documents of the applicable member agencies. The automatic updates via linked tables and common text improves efficiency, accuracy, and consistency between the various UWMPs.



Automatic updates via linked tables and common text improves efficiency, accuracy, and consistency.



## Scope of Work

### Task 1: Project Management

This task includes effort to communicate and coordinate with MWDOC and all the Participating Agencies on project issues and project status, maintain the project schedule, and complete monthly invoices and progress reports. Our quality control measures will be conducted under this task as well.

#### Task 1A - Meetings

We have scoped the following meetings:

- One 1-hour kickoff meeting with MWDOC.
- One 1-hour kickoff meeting with all Participating Agencies (PA).
- One 1:1 meeting with each individual PAs for UWMP.
- 30-minute biweekly check-in meetings with MWDOC's PM.
- 30-minute biweekly consultant team check-in meetings.

#### Task 1B - Invoicing and Progress Reporting

This task includes invoicing and creating monthly progress reports to describe accomplishments for the month and activities planned for the next month. Invoices will include a budget tracker table that provides budget spent, budget remaining, and percent complete by PA and for the overall project.

#### Task 1C – Quality Control

Carollo will follow a rigorous quality control process. Before the project begins, the project manager will prepare a project checklist. The checklist outlines key project steps and guides the team on quality management requirements. The checklist helps confirm that the project follows our quality management procedures.

As a minimum, quality management milestones are:

- **Work Plan.** A work plan will be developed to establish the work sequence effort, when work needs to occur within the project schedule, meeting times, discussion topics at the meetings, key decisions that need to be made, and the project deliverables.
- **Project Management Plan (PMP).** The PMP will include lines of communication, schedule, scope, budget, staffing plan, and special requirements. The project management plan will be distributed to

the entire project team and include quality review assignments by person, deliverable, and review period dates based on the kickoff meeting schedule.

- **Independent Final Checks.** Senior technical advisors, who are not involved in the project activities or meetings, will conduct independent technical review of the final draft and final deliverables using Carollo's "redlining" checking procedures as well as DWRs formal UWMP Checklist.

#### Task 1D - Data Management and Organization

Carollo will a setup secure SharePoint site with a logical folder structure to facilitate easy data sharing and deliverables reviews throughout the project. This will include secure folders for MWDOC and each PA, as well as an open shared folder. All raw data, UWMP spreadsheets, meeting materials, and UWMP document files will be stored in their respective folders.

#### Key Assumptions

- All meetings will be virtual.
- 11-month project duration (8/1/2025 – 7/1/2026).
- Up to 20 bi-weekly check-in calls with MWDOC, considering holidays and review times.
- MWDOC will provide a contact list of all team members from MWDOC and the PAs that need access to the SharePoint Site.

#### Key Deliverables

- Meeting agenda, PowerPoint presentation, and notes for both kickoff meetings (2x).
- Meeting agenda and summary of action items for each 1:1 meeting with the PAs.
- Monthly invoice, budget tracker, and progress report (11).
- Master Action and Decision Item log with ongoing updates.

### Task 2: Data Collection and Information Review

Carollo will make use of the 2020 UWMPs, where possible. Carollo will access the 2020 UWMPs and previous water loss audits and Urban Water Use Objective Reports from the DWR's Water Use Efficiency (WUE) Data Portal website. Carollo will also request the following documents from MWDOC for review:

- Metropolitan's 2025 UWMP draft.
- 2025 Orange County Water Agencies Demand Forecast by agency.

- 2025 Orange County Water Agencies Demand Forecast Technical Memorandum.
- MWDOC's 2022 The Economic Impacts of Water Shortages on Orange County Report.
- 2025 Orange County Water and Wastewater Multi-Jurisdictional Local Hazard Mitigation Plan (MJHMP) with each PA's annex.
- MWDOC's water use efficiency programs information, including activities related to Making Conservation a California Way of Life framework and Urban Water Use Objective compliance approaches.
- MWDOC's water loss control programs information, including leak detection activities summaries for each PA that participates in this program.

### Key Assumptions

- MWDOC will provide the following files in native format for both MWDOC and all PAs:
  - » 2020 UWMP report files in MS Word.
  - » 2020 UWMP tables in MS Excel.
  - » 2020 WSCP report files in Word.
  - » 2020 WSCP tables in MS Excel (if optional updates are requested).
  - » 2025 UWMP demand forecasts in MS Excel (prepared by Hazen and Sawyer).
- Native 2020 UWMP and WSCP files will be provided within 1 month of the NTP.
- Carollo will access relevant Orange County Water District (OCWD) documents available through the OCWD website. For any documents and information not available on the OCWD website, Carollo will include those in the data request to MWDOC.
- Carollo will request additional PA-specific documents e.g., Water Master Plans, Recycled Water Master Plans, Hazard Mitigation Plans, etc. from the PAs to support the preparation of the 2025 UWMPs.

### Key Deliverables

- Prioritized Data Request matrix in Excel with updates.

## Task 3: Draft and Final Draft 2025 UWMP

Carollo will write and format all sections of the 2025 UWMPs in accordance with the CWC requirements following the guidance from DWR's 2025 UWMP Guidebook once released. This includes preparation of the reports that will allow easy uploading to DWR in the required electronic format.

Carollo will respond/revise the 2025 UWMP in case DWR considers the submittal to be non-compliant with the Guidebook requirements and Carollo was provided with the necessary information to meet the Guidebook

requirements. Carollo will address the comments to the satisfaction of the PA and DWR within 3 months of receiving comments from DWR.

### Task 3A – Draft UWMP

- Carollo will prepare the Draft 2025 UWMP including all necessary appendices and DWR tables for MWDOC and each PA and relevant agencies for review and comment.
- Carollo will complete the DWR UWMP Preparation Checklist for MWDOC and each PA.
- Carollo will submit the Draft UWMP in native format (MS Word) via posting on the project SharePoint Site.

### Task 3B – Final Draft UWMP

- Carollo will address all the comments received on Draft 2025 UWMP, appendices and DWR tables to prepare the Final Draft 2025 UWMP.
- Carollo will submit two versions of the Final Draft UWMP in native MS Word format (one with track changes and one clean copy with all changes accepted).
- Carollo will create a consolidated PDF document of the Final Draft UWMP and corresponding attachments for public comment.

### Key Assumptions

- Comments on the Draft and Final Draft UWMPs will be provided within 15 working days.
- MWDOC and each PA will provide consolidated comments in one single document using track changes in the native Word files.
- All deliverables will be submitted in electronic format only via posting on the project SharePoint Site.
- Comments from DWR will be addressed outside the 11-month project window.

### Key Deliverables

- Draft 2025 UWMP.
- Final Draft 2025 UWMPs.

## Task 4: Final 2025 UWMP

As part of this task, Carollo will incorporate public comments received during the public hearing process, and as approved and instructed by the respective PA. Carollo then will prepare the Final 2025 UWMP for MWDOC and all PAs with the inclusion of Adoption Notices. A consolidated PDF of the Final UWMP will all appendices, along with the native files will be uploaded to the SharePoint Site such that MWDOC and PAs can complete submittal to DWR.



## Key Assumptions

- MWDOC and all PAs will each coordinate their Public Hearings and subsequently gather and consolidate any public comments received.
- Carollo will receive one consolidated electronic copy of all public comments that must be incorporated within 2 weeks of the public hearing and no later than June 1, 2026.

## Key Deliverables

- Final 2025 UWMPs.

## Optional Services

MWDOC and PAs may opt to have any of the following services in addition to those described under Tasks 1 through 4.

### Optional Task 1: In-Person Individual Meetings

Carollo will schedule and attend individual in-person meetings with MWDOC and/or PAs. It is assumed that these meetings would not exceed 1 hour in duration. The fee estimate for this task represents one (1) extra meeting. MWDOC and/or PA(s) may elect to add multiple additional in-person meetings.

### Optional Task 2: Additional Virtual 1:1 Meetings

Carollo will attend one extra virtual 1:1 meeting of up to 1 hour with MWDOC and/or PAs. It is assumed that these meetings would take place during the preparation of the Final Draft UWMPs. The fee estimate for this task represents one (1) extra virtual meeting. MWDOC and/or PA(s) may elect to add multiple additional virtual meetings.

### Optional Task 3A: Additional Coordination (Option A)

This task can be utilized to accommodate some additional coordination effort required for agencies that have complicated arrangements, limited staff, and/or competing interests. For budgeting purposes, this effort is limited to approximately 10 extra labor hours and up to \$2,500 per Plan.

### Optional Task 3B: Additional Coordination (Option B)

This task can be utilized to accommodate more extensive additional coordination effort required for agencies that have complicated arrangements, limited staff, and/or competing interests. For budgeting

purposes, this effort is limited to approximately 20 extra labor hours and up to \$5,000 per Plan.

### Optional Task 4A: Ripple Effects (Option A)

This task would provide additional budget to process minor changes that might arise from Metropolitan or other new/changed data sources after completion of the Draft UWMP that would require changes that ripple through multiple tables and/or chapters. For budgeting purposes, this effort is limited to approximately 10 hours and \$2,500 per Plan.

### Optional Task 4B: Ripple Effects (Option B)

This task would provide additional budget to process more extensive changes that might arise from Metropolitan or other new/changed data sources after completion of the Draft UWMP that would require changes that ripple through multiple tables and/or chapters. For budgeting purposes, this effort is limited to approximately 20 hours.

### Optional Task 5A: Water Shortage Contingency Plan Revision (Option A)

This task can be utilized by PAs who decide to republish their 2020 WSCP by modifying the shortage levels and associated actions, consistent with Chapter 8 of the 2025 UWMP. This task does not include any WSCP modifications triggered by changes in water supplies, MET's shortage triggers, Hazard Mitigation Plans, Climate Action Plans, and/or Communication Plans. The 1:1 meeting with the PA included in Task 1 will be used to discuss the changes in shortage levels and actions with the PA. Optional Task O1 or O2 can be utilized if additional meetings with the PA are warranted to complete this optional task.

### Optional Task 5B: Water Shortage Contingency Plan Revision (Option B)

This task can be utilized by PAs who decide to only make moderate updates to their 2020 WSCP by modifying the shortage levels and associated actions, consistent with Chapter 8 of the 2025 UWMP. In addition, changes in Hazard Mitigation Plans, Climate Action Plans, and/or Communication Plans will be incorporated in the updated WSCP. Up to one (1) additional virtual 1:1 meetings of up to 1 hour will be held to discuss the content change with the PA.

### Optional Task 5C: Water Shortage Contingency Plan Revision (Option C)

This task can be utilized by PAs who decide to make significant updates to their 2020 WSCP to incorporate changes in water supplies, MET's shortage triggers, Hazard Mitigation Plans, Climate Action Plans, and/or Communication Plans. As part of this task, the Carollo team will revise the 2020 WSCP and revisit the 6 shortage levels or other requirements as defined in the draft guidebook tables and consistent with Chapter 8 of the 2025 UWMP. Up to two (2) additional virtual 1:1 meetings of up to 1 hour will be held to discuss the content change with the PA.

### Optional Task 6: Adoption Process Support

For PAs who elect this optional task, Carollo will coordinate and prepare up to five (5) notifications for the circulation of the Final Draft UWMP that can be circulated to the public, cities, and county. In addition, Carollo will prepare the resolution for 2025 UWMP Adoption.

### Optional Task 7A: Management/Board/ Public Hearing Presentation Template

Carollo will prepare a PowerPoint presentation template that can easily be populated with content from the Final Draft 2025 UWMP by MWDOC or PA to conduct a 10-minute/10-15 slide presentation to their Executive Management, Board of Directors, or General Public. Only one (1) template will be prepared that can be used by all agencies with clear placeholders on where to change the agency name, logo, and which tables/charts/content to replace on each slide.

### Optional Task 7B: Management/Board/ Public Hearing Presentation

Carollo will utilize the template prepared as part of Optional Task 7A to prepare a 10-minute PowerPoint presentation that summarizes the 2025 UWMP and that can be used by MWDOC or PA to present the report to their Executive Management, Board of Directors, or General Public. As desired, Carollo will either present at, or only attend, one Management/Board/Public Hearing meeting as part of Optional Task 08.

### Optional Task 8: Public Hearing Meeting

As part of this task, Carollo would attend the 2025 UWMP Public Hearing to provide backup and answer any questions at the end of the public hearing process

at the meeting where the 2025 UWMP is on the agenda for adoption. The fee estimate for this task represents one (1) public hearing.

### Optional Task 9: DWR Submittal

Carollo will submit the 2025 UWMP data to the DWR WUE Portal online.

### Optional Task 10A: 2025 UWMP 5 Hard Copies

Carollo will print and deliver up to 5 hard copies of the 2025 UWMP with appendices.

### Optional Task 10B: 2025 UWMP 10 Hard Copies

Carollo will print and deliver up to 10 hard copies of the 2025 UWMP with appendices.

### Optional Task 11A: Incorporate Climate Impacts (Option A)

Carollo will review how climate change impacts were considered in the 2025 UWMP demand forecast developed by another consultant and make recommendations for potentially more/less conservative demand forecasting adjustments for normal, dry, and/or wet years using AWWA's guidebook "Incorporating Climate Change Impacts into Demand Forecasting" (AWWA, 2025). It is assumed that this optional task would be elected by MWDOC and/or PA(s) at the project kickoff to avoid ripple effects. The 1:1 meeting included in Task 1 would be used to discuss and decide on potential modifications of the demand forecast numbers provided at the start of the project.

### Optional Task 11B: Incorporate Climate Impacts (Option B)

Carollo will incorporate climate change impacts in the supply availability consistent with the assumptions and findings of MWDOC's Water Reliability Study, specifically as it pertains to projected imported water availability under single dry and multiple dry year conditions. The 1:1 meeting included in Task 1 would be used to discuss and decide on potential modifications of the demand forecast numbers provided at the start of the project.

# D. Project Schedule

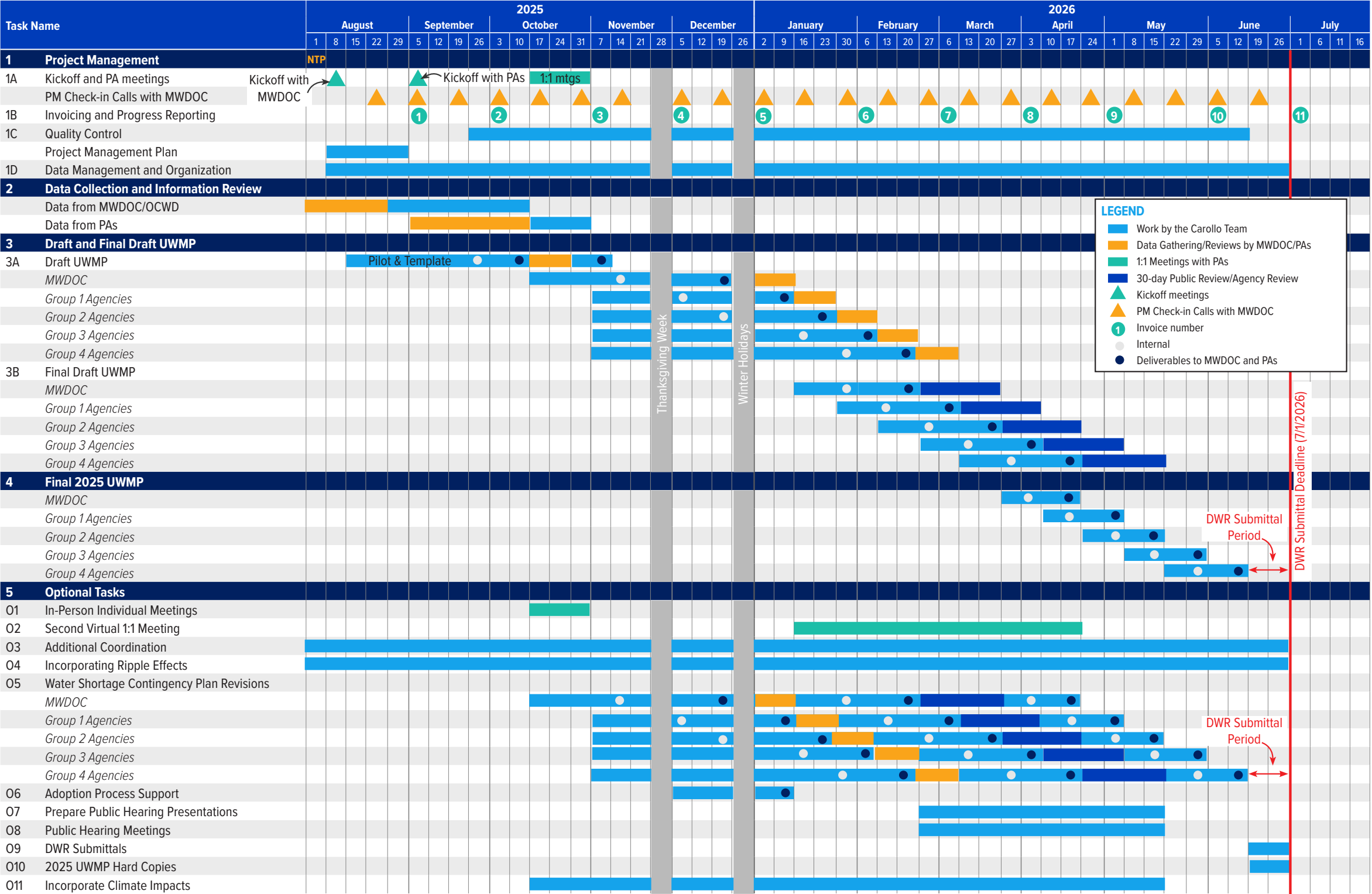
## Project Schedule

Meeting the aggressive project schedule of 11 months is one of the key project challenges. Our team has completed many complex planning efforts with multi-agency coordination of similar and larger scope/scale successfully under tight schedules. With the specialty expertise and availability of our team, we are committed to completing the **final 2025 UWMPs by June 12, 2026** such that there **ample time for submittal to DWR by the deadline of July 1, 2026**.

The proposed project schedule is based on our project understanding and a contract award by August 1, 2025 as noted in the RFP. The work effort to be completed by the Carollo team is shown in blue bars, while the MWDOC and participating agencies (PAs) reviews are shown in orange. All key deliverables are shown with white (draft) and dark blue (final) dots.

The project schedule aligns with the work plan, our approach, and meets the timeline listed in the RFP. This schedule is based on the following key assumptions:

- The project kick-off meeting with MWDOC is held in the week of August 8, 2025.
- The project kick-off meeting with the PAs is held in the week of September 5.
- The virtual bi-weekly PM meetings with MWDOC will be held starting in the week of August 22, 2025 through the week of June 19, 2026.
- The one-on-one meetings with the PAs will be completed within a 3-week period, with 1-hour time slots per PA.
- MWDOC and PA staff will review all deliverables within 2 weeks.
- All project meetings will be scheduled at the start of the project and take place virtually using MS Teams (or similar), unless in-person meetings are requested by MWDOC and PAs as part of the optional tasks.



*\* To streamline the work effort and deliverables, we have grouped the UWMPs of the 22 PAs listed in the "Responses to Questions" to the RFP into 4 groups. The grouping will be finalized at the kickoff meeting with MWDOC based on the final list of PAs. For example:*  
Group 1: Approximately 5 of 11 OCWD Groundwater Agencies  
Group 2: Approximately 6 of 11 OCWD Groundwater Agencies  
Group 3: Approximately 5 OCWD Groundwater Agencies with Recycled Water  
Group 4: Approximately 6 South County Agencies with Recycled Water & Non-OCWD Groundwater Agencies



# E. Fee Schedule

## Fee Proposal

The Fee Proposal presented herein is based on our current understanding of the anticipated Guidebook Changes presented in the project understanding (page 10) and the scope of work presented on pages 15-18. It should be noted that although this is not a technically challenging project, the combined effort is still an extensive undertaking. This project will involve a lot of coordination with 20+ agencies and 3 versions of each UWMP with quality control of all 60+ plans to ensure accuracy and consistency. Our fee proposal reflects the necessary effort to ensure smooth approval of the 2025 UWMPs by DWR, such that MWDOC and all Participating Agencies (PAs) maintain full eligibility for state grants and loans. Any significant changes incorporated in the Final 2025 UWMP Guidebook and/or requests to include optional tables, could require a change in the level of effort and budget. We look forward to the opportunity to negotiate these changes upon notice of selection and release of the Final Guidebook.

The table shown below summarizes our estimated costs to complete the 2025 UWMPs by agency group as requested in the RFP. A detailed fee estimate with a breakdown of labor hours by task, subtask, and team member is provided on the next page.

### Our key assumptions that affect our labor estimate for this cost proposal include:

- 11-month duration.
- 22 biweekly project management calls of ½ hour duration.
- All meetings will take place virtually using MS Teams or similar platform, except for in-person meetings included in Optional Task 1.
- To streamline data gathering and deliverable production, all PAs will be known at the kickoff meeting with MWDOC.
- The virtual/in-person 1:1 coordination meetings with each of the PAs do not exceed 1 hour.
- The virtual 1:1 coordination calls will take place in designated meeting blocks of 4 hours each. MWDOC will coordinate with the PAs to get all virtual and/or in-person meetings scheduled.
- The PAs will deliver all requested data using the data gathering template (in Excel) provided via the secure project SharePoint site, setup and hosted by Carollo.
- All deliverables will be delivered electronically. Comments will be returned as a compiled set of consolidated comments using track changes on word documents and the comment response log spreadsheet template provided by Carollo.
- The optional tables and/or task items included in the Scope of Work can be added individually by each PA as desired, and/or modified or supplemented with other optional task ideas as desired by MWDOC and the PAs.
- Printing of hard copy UWMPs are estimated to cost \$250 each, including shipping.

## FEE SUMMARY PROPOSAL - COST PER CATEGORY OF UWMP

UWMP Category	Minimum of 15 Agencies	More than 20 Agencies
MWDOC	\$74,727	
Group 1 - OCWD Groundwater Agencies	\$41,488	\$40,433
Group 2 - OCWD Groundwater Agencies with Recycled Water	\$44,637	\$43,582
Group 3 - South Orange County Agencies with Recycled Water	\$47,251	\$46,196
Group 4 - South Orange County Agencies without Recycled Water	\$42,369	\$41,314
Group 5 - Non-OCWD North County Groundwater Basin Agencies	\$47,251	\$46,196

Task Description	CAROLLO ENGINEERS								CDM SMITH						MADDAUS WATER MANAGEMENT					OTHER DIRECT COSTS				TOTALS	
	Principal-in-Charge Graham Juby	Project Manager Inge Wiersema	Project Engineer Anthony Cemo	QC Lead Jessica Fritsche	Chapter 4 Lead Nicola Fontaine	Chapter Lead and Document Support Myra Lara	Chapter 3 Lead Becky Gates	Administrative Support	UWMP QC Lead Dan Rodrigo	Chapter 6 Lead Brian Shepard	Chapter 7 Lead Andria Loutsch	Chapter 8 Lead Bill Fernandez	WSCP Lead Bill Fernandez	Administrative Support	WSCP QC Lead Michelle Maddaus	Chapter 5 Lead Tess Kretschmann	Chapter 9 Lead Nicki Powell	WSCP Ch 3 Lead Nicki Powell	WSCP Ch 1/2/4 Lead Victoria Bravo	Subconsultant Markups (5%)	PECE*	Travel, Printing, Miscellaneous	Total ODCs*	Labor Hours	Fee Estimate
Hourly Rates (\$/hr)	\$350	\$350	\$225	\$285	\$225	\$175	\$200	\$150	\$340	\$165	\$250	\$240	\$240	\$165	\$340	\$240	\$165	\$165	\$135	5%	\$15.00				
Task 1 - Project Management	8	40	85	4	0	61	0	2	15	12	8	3	0	11	4	11	11	0	11	\$946	\$3,000	\$-	\$3,946	286	\$70,901
Kickoff with MWDOC	1	2	5	0	0	4	0	1	1	0	0	0	0	0	1	0	0	0	0	\$34	\$195	\$-	\$229	15	\$3,934
Kickoff with all PAs	1	2	5	0	0	4	0	1	1	1	0	0	0	0	1	0	0	0	0	\$42	\$195	\$-	\$237	16	\$4,107
1:1 Meeting with Individual PAs	0	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$60	\$-	\$60	4	\$860
Internal Biweekly Meetings	0	11	11	0	0	11	0	0	0	11	8	3	0	0	0	0	11	0	0	\$318	\$495	\$-	\$813	66	\$15,413
Biweekly PM Checkins with MWDOC	0	11	11	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$330	\$-	\$330	22	\$6,655
Task 1B - Invoicing and Progress Reporting	6	11	11	0	0	0	0	0	11	0	0	0	0	11	0	11	0	0	11	\$484	\$420	\$-	\$904	72	\$19,009
Task 1C - Quality Control per UWMP	0	0	0	4	0	0	0	0	2	0	0	0	0	0	2	0	0	0	0	\$68	\$60	\$-	\$128	8	\$2,628
Task 1D - Data Management and Organization	0	3	40	0	0	40	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$1,245	\$-	\$1,245	83	\$18,295
Task 2 - Data Collection and Review (per UWMP)	0	0	4	0	2	0	2	0	0	2	2	0	0	0	0	0	0	0	0	\$42	\$120	\$-	\$162	12	\$2,742
Task 3 - Draft and Final UWMP - MWDOC	0	6	52	0	28	8	6	44	4	28	28	16	0	0	4	6	8	0	0	\$1,047	\$2,160	\$-	\$3,207	238	\$53,447
Develop Pilot Template	0	2	40	0	16	0	0	32	4	4	4	4	0	0	4	0	0	0	0	\$267	\$1,350	\$-	\$1,617	110	\$25,057
Task 3A - Draft UWMP	0	2	8	0	8	4	4	8	0	16	16	8	0	0	0	4	6	0	0	\$526	\$510	\$-	\$1,036	84	\$18,546
Task 3B - Final Draft UWMP	0	2	4	0	4	4	2	4	0	8	8	4	0	0	0	2	2	0	0	\$255	\$300	\$-	\$555	44	\$9,845
Task 3 - Draft and Final UWMP - Group 1 Agencies	0	4	10	0	6	6	6	12	0	20	12	6	0	0	0	6	8	0	0	\$525	\$660	\$-	\$1,185	96	\$20,735
Task 3A - Draft UWMP	0	2	6	0	4	4	4	8	0	12	8	4	0	0	0	4	6	0	0	\$345	\$420	\$-	\$765	62	\$13,305
Task 3B - Final Draft UWMP	0	2	4	0	2	2	2	4	0	8	4	2	0	0	0	2	2	0	0	\$181	\$240	\$-	\$421	34	\$7,431
Task 3 - Draft and Final UWMP - Group 2 Agencies	0	4	10	0	14	6	6	12	0	18	18	6	0	0	0	6	8	0	0	\$584	\$780	\$-	\$1,364	108	\$23,884
Task 3A - Draft UWMP	0	2	6	0	8	4	4	8	0	12	12	4	0	0	0	4	6	0	0	\$395	\$480	\$-	\$875	70	\$15,315
Task 3B - Final Draft UWMP	0	2	4	0	6	2	2	4	0	6	6	2	0	0	0	2	2	0	0	\$189	\$300	\$-	\$489	38	\$8,569
Task 3 - Draft and Final UWMP - Group 3 Agencies	0	4	10	0	14	6	6	12	0	24	24	6	0	0	0	6	8	0	0	\$708	\$780	\$-	\$1,488	120	\$26,498
Task 3A - Draft UWMP	0	2	6	0	8	4	4	8	0	16	16	4	0	0	0	4	6	0	0	\$478	\$480	\$-	\$958	78	\$17,058
Task 3B - Final Draft UWMP	0	2	4	0	6	2	2	4	0	8	8	2	0	0	0	2	2	0	0	\$231	\$300	\$-	\$531	42	\$9,441
Task 3 - Draft and Final UWMP - Group 4 Agencies	0	4	10	0	10	6	6	12	0	15	15	6	0	0	0	6	8	0	0	\$521	\$720	\$-	\$1,241	98	\$21,616
Task 3A - Draft UWMP	0	2	6	0	6	4	4	8	0	10	10	4	0	0	0	4	6	0	0	\$353	\$450	\$-	\$803	64	\$13,963
Task 3B - Final Draft UWMP	0	2	4	0	4	2	2	4	0	5	5	2	0	0	0	2	2	0	0	\$168	\$270	\$-	\$438	34	\$7,653
Task 3 - Draft and Final UWMP - Group 5 Agencies	0	4	10	0	14	6	6	12	0	24	24	6	0	0	0	6	8	0	0	\$708	\$780	\$-	\$1,488	120	\$26,498
Task 3A - Draft UWMP	0	2	6	0	8	4	4	8	0	16	16	4	0	0	0	4	6	0	0	\$478	\$480	\$-	\$958	78	\$17,058
Task 3B - Final Draft UWMP	0	2	4	0	6	2	2	4	0	8	8	2	0	0	0	2	2	0	0	\$231	\$300	\$-	\$531	42	\$9,441
Task 4 - Final 2025 UWMP - MWDOC	0	2	4	0	2	4	2	8	0	6	4	2	0	0	0	2	0	0	0	\$148	\$330	\$-	\$478	36	\$7,778
Task 4 - Final 2025 UWMP - Group 1 Agencies	0	2	4	0	2	2	2	6	0	4	2	2	0	0	0	2	0	0	0	\$106	\$270	\$-	\$376	28	\$6,196
Task 4 - Final 2025 UWMP - Group 2 Agencies	0	2	4	0	2	2	2	6	0	4	2	2	0	0	0	2	0	0	0	\$106	\$270	\$-	\$376	28	\$6,196
Task 4 - Final 2025 UWMP - Group 3 Agencies	0	2	4	0	2	2	2	6	0	4	2	2	0	0	0	2	0	0	0	\$106	\$270	\$-	\$376	28	\$6,196
Task 4 - Final 2025 UWMP - Group 4 Agencies	0	2	4	0	2	2	2	6	0	4	2	2	0	0	0	2	0	0	0	\$106	\$270	\$-	\$376	28	\$6,196
Task 4 - Final 2025 UWMP - Group 5 Agencies	0	2	4	0	2	2	2	6	0	4	2	2	0	0	0	2	0	0	0	\$106	\$270	\$-	\$376	28	\$6,196

\* ODCs include \$15.00 per labor hour Project Equipment and Communication Expense (PECE).

Task Description	CAROLLO ENGINEERS								CDM SMITH						MADDAUS WATER MANAGEMENT					OTHER DIRECT COSTS				TOTALS	
	Principal-in-Charge Graham Juby	Project Manager Inge Wiersema	Project Engineer Anthony Cemo	QC Lead Jessica Fritsche	Chapter 4 Lead Nicola Fontaine	Chapter Lead and Document Support Myra Lara	Chapter 3 Lead Becky Gates	Administrative Support	UWMP QC Lead Dan Rodrigo	Chapter 6 Lead Brian Shepard	Chapter 7 Lead Andria Loutsch	Chapter 8 Lead Bill Fernandez	WSCP Lead Bill Fernandez	Administrative Support	WSCP QC Lead Michelle Maddaus	Chapter 5 Lead Tess Kretschmann	Chapter 9 Lead Nicki Powell	WSCP Ch 3 Lead Nicki Powell	WSCP Ch 1/2/4 Lead Victoria Bravo	Subconsultant Markups (5%)	PECE*	Travel, Printing, Miscellaneous	Total ODCs*	Labor Hours	Fee Estimate
Optional Tasks																									
Task 01: In-Person Individual Meetings (\$/mtg)	0	4	0	0	0	6	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$150	\$100	\$250	10	\$2,700
Task 02: Additional Virtual 1:1 Meeting	0	0	2	0	0	2	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$60	\$0	\$60	4	\$860
Task 03A: Additional Coordination (Option A)	0	2	2	0	1	1	0	0	0	1	1	0	0	0	0	1	0	0	0	\$33	\$90	\$172	\$295	9	\$2,500
Task 03B: Additional Coordination (Option B)	0	4	4	0	2	2	2	1	0	1	1	1	0	0	0	1	1	0	0	\$53	\$225	\$12	\$290	20	\$5,000
Task 04A: Incorporating Ripple Effects (Option A)	0	2	2	0	1	1	0	1	0	1	1	0	0	0	0	1	0	0	0	\$33	\$105	\$7	\$145	10	\$2,500
Task 04B: Incorporating Ripple Effects (Option B)	0	4	4	0	2	2	2	4	0	1	1	1	0	0	0	1	1	0	0	\$53	\$270	\$12	\$335	23	\$5,495
Task 05A: WSCP Revision (Option A)	0	1	1	0	0	0	0	8	0	0	0	0	2	0	1	0	0	12	0	\$140	\$150	\$0	\$290	25	\$4,865
Task 05B: WSCP Revision (Option B)	0	1	1	0	0	0	0	8	0	0	0	0	4	0	2	0	0	16	12	\$295	\$150	\$0	\$445	48	\$8,120
Task 05C: WSCP Revision (Option C)	0	2	4	2	0	0	0	8	2	0	0	0	12	0	4	0	0	20	24	\$573	\$240	\$0	\$813	78	\$15,643
Task 06: Adoption Process Support	0	2	4	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$150	\$0	\$150	10	\$2,450
Task 07A: Public Hearing Presentation Template	0	2	2	0	0	2	0	1	0	0	0	0	0	0	0	0	0	0	0	\$0	\$105	\$0	\$105	7	\$1,755
Task 07B: Management/Board/Public Hearing Presentation	0	0	2	0	0	2	0	1	0	1	0	0	0	0	0	0	1	0	0	\$17	\$75	\$0	\$92	7	\$1,372
Task 08: Public Hearing Meetings (\$/mtg)	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$60	\$100	\$160	4	\$1,560
Task 09: DWR Submittal	0	1	1	0	0	4	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$90	\$0	\$90	6	\$1,365
Task 010A: 2025 UWMP 5 Hard Copies	0	2	0	0	0	2	0	1	0	0	0	0	0	0	0	0	0	0	0	\$0	\$75	\$1,250	\$1,325	5	\$2,525
Task 010B: 2025 UWMP 10 Hard Copies	0	2	0	0	0	2	0	1	0	0	0	0	0	0	0	0	0	0	0	\$0	\$75	\$2,500	\$2, 575	5	\$3,775
Task 011A: Incorporate Climate Impacts (Option A)	0	2	2	4	4	0	0	0	0	0	0	0	0	0	0	0	0	0	0	\$0	\$180	\$15	\$195	12	\$3, 385
Task 011B: Incorporate Climate Impacts (Option B)	0	2	4	0	0	0	0	0	2	16	4	0	0	0	0	0	0	0	0	\$216	\$90	\$15	\$321	28	\$6,241

\* ODCs include \$15.00 per labor hour Project Equipment and Communication Expense (PECE).

# Exhibit B-2

## Cost Summary

Exhibit B-2

Cost Summary For Development of 2025 Urban Water Management Plans

Optional Tasks and Contingency Items

	Budget Groupings of Agencies	Base Price	Task O1: In-Person Individual Meetings (\$/mtg)	Task O2: Additional Virtual 1:1 Meeting	Task O3A: Additional Coordination (Option A)	Task O3B: Additional Coordination (Option B)	Task O4A: Incorporating Ripple Effects (Option A)	Task O4B: Incorporating Ripple Effects (Option B)	Task O5A: Water Shortage Contingency Plan (WSCP) Revision	Task O5B: Water Shortage Contingency Plan (WSCP) Revision	Task O5C: Water Shortage Contingency Plan (WSCP) Revision	Task O6: Adoption Process Support	Task O7A: Public Hearing Presentation Template	Task O7B: Management/Board/ Public Hearing Presentation	Task O8: Public Hearing Meetings (\$/mtg)	Task O9: DWR Submittal	Task O10A: 2025 UWMP 5 Hard Copies	Task O10B: 2025 UWMP 10 Hard Copies	Task O11A: Incorporating Climate change Impacts (Option A)	Task O11B: Incorporating Climate change Impacts (Option B)	Grand Total by Agency	Total Optional/Contingency Tasks Selected
			\$ 2,700	\$ 860	\$ 2,500	\$ 5,000	\$ 2,500	\$ 5,495	\$ 4,865	\$ 8,120	\$ 15,643	\$ 2,450	\$ 1,755	\$ 1,372	\$ 1,560	\$ 1,365	\$ 2,525	\$ 3,775	\$ 3,385	\$ 6,241		
MWDOC																						
1	MWDOC	\$74,727	-	-	-	-	\$ 2,500	-	-	-	-	-	\$ 1,755	-	-	\$ 1,365	-	-	-	-	\$ 80,347	\$ 5,620
OCWD Groundwater Agencies																						
2	City of Buena Park	\$40,433	-	\$ 860	-	-	\$ 2,500	-	-	\$ 8,120	-	\$ 2,450	-	\$ 1,372	\$ 1,560	\$ 1,365	\$ 2,525	-	-	-	\$ 61,185	\$ 20,752
3	City of Fullerton (not a part of MWDOC)	\$40,433	\$ 2,700	\$ 860	\$ 2,500	-	\$ 2,500	-	-	\$ 8,120	-	\$ 2,450	-	\$ 1,372	\$ 1,560	\$ 1,365	\$ 2,525	-	\$ 3,385	-	\$ 69,770	\$ 29,337
4	City of Garden Grove	\$40,433	-	\$ 860	\$ 2,500	-	-	\$ 5,495	-	\$ 8,120	-	\$ 2,450	\$ 1,755	\$ 1,372	\$ 1,560	\$ 1,365	-	-	-	-	\$ 65,910	\$ 25,477
5	City of La Palma	\$40,433	-	\$ 860	-	-	-	-	-	-	-	-	-	\$ 1,372	-	\$ 1,365	-	-	-	-	\$ 44,030	\$ 3,597
6	City of Orange	\$40,433	-	-	-	-	-	-	\$ 4,865	-	-	-	-	-	-	\$ 1,365	-	-	-	-	\$ 46,663	\$ 6,230
7	City of Seal Beach	\$40,433	-	-	-	-	-	-	\$ 4,865	-	-	-	-	\$ 1,372	\$ 1,560	\$ 1,365	-	-	-	-	\$ 49,595	\$ 9,162
8	City of Tustin	\$40,433	-	-	-	-	-	-	\$ 4,865	-	-	-	-	-	-	-	-	-	-	\$ 6,241	\$ 51,539	\$ 11,106
9	Yorba Linda Water District	\$40,433	\$ 2,700	\$ 860	-	-	-	-	-	\$ 8,120	-	-	\$ 1,755	-	\$ 1,560	\$ 1,365	-	-	-	-	\$ 56,793	\$ 16,360
10	City of Westminster	\$40,433	-	-	-	-	-	-	\$ 4,865	-	-	-	-	-	-	\$ 1,365	-	-	-	-	\$ 46,663	\$ 6,230
11	East Orange County Water District*	\$40,433	-	-	-	-	-	-	\$ 4,865	-	-	\$ 2,450	-	\$ 1,372	-	\$ 1,365	-	-	-	-	\$ 50,485	\$ 10,052
12	Huntington Beach	\$40,433	-	\$ 860	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ 41,293	\$ 860
13	Serrano Water District*	\$40,433	-	-	-	-	-	-	\$ 4,865	-	-	\$ 2,450	-	\$ 1,372	-	\$ 1,365	-	-	-	-	\$ 50,485	\$ 10,052
OCWD Groundwater Agencies with Recycled Water																						
14	City of Anaheim	\$43,582	\$ 2,700	\$ 860	-	\$ 5,000	-	\$ 5,495	-	-	\$ 15,643	\$ 2,450	\$ 1,755	\$ 1,372	\$ 1,560	\$ 1,365	-	\$ 3,775	\$ 3,385	-	\$ 88,942	\$ 45,360
15	City of Fountain Valley	\$43,582	-	\$ 860	-	-	\$ 2,500	-	-	\$ 8,120	-	\$ 2,450	\$ 1,755	\$ 1,372	-	\$ 1,365	-	-	-	-	\$ 62,004	\$ 18,422
16	City of Newport Beach	\$43,582	\$ 2,700	-	-	-	\$ 2,500	-	-	\$ 8,120	-	\$ 2,450	-	\$ 1,372	-	\$ 1,365	\$ 2,525	-	-	-	\$ 64,614	\$ 21,032
17	City of Santa Ana (not a part of MWDOC)	\$43,582	\$ 2,700	\$ 860	\$ 2,500	-	\$ 2,500	-	-	-	\$ 15,643	\$ 2,450	\$ 1,755	\$ 1,372	\$ 1,560	\$ 1,365	-	-	\$ 3,385	-	\$ 79,672	\$ 36,090
18	Mesa Water District	\$43,582	-	-	-	-	-	-	\$ 4,865	-	-	-	-	-	-	\$ 1,365	-	-	-	-	\$ 49,812	\$ 6,230
South County Agencies with Recycled Water																						
19	City of San Clemente	\$46,196	-	-	-	-	-	-	-	\$ 8,120	-	-	-	\$ 1,372	\$ 1,560	\$ 1,365	-	-	-	-	\$ 58,613	\$ 12,417
20	Santa Margarita Water District	\$46,196	-	\$ 860	\$ 2,500	-	\$ 2,500	-	-	-	-	-	-	\$ 1,372	\$ 1,560	-	-	-	\$ 3,385	-	\$ 58,373	\$ 12,177
21	South Coast Water District	\$46,196	-	-	-	-	\$ 2,500	-	\$ 4,865	-	-	-	\$ 1,755	\$ 1,372	\$ 1,560	\$ 1,365	-	-	\$ 3,385	-	\$ 62,998	\$ 16,802
22	Trabuco Canyon Water District	\$46,196	-	-	-	-	-	-	-	-	-	\$ 2,450	\$ 1,755	-	-	\$ 1,365	\$ 2,525	-	-	-	\$ 54,291	\$ 8,095
South County Agencies without Recycled Water																						
23	Laguna Beach County Water District	\$41,314	-	-	-	-	-	-	\$ 4,865	-	-	-	-	\$ 1,372	-	\$ 1,365	-	-	-	-	\$ 48,916	\$ 7,602
Non-OCWD Groundwater Agencies																						
24	City of Brea	\$46,196	-	-	-	-	-	-	-	\$ 8,120	-	\$ 2,450	-	\$ 1,372	\$ 1,560	-	\$ 2,525	-	-	-	\$ 62,223	\$ 16,027
25	City of La Habra	\$46,196	-	\$ 860	-	-	-	-	-	\$ 8,120	-	\$ 2,450	-	\$ 1,372	\$ 1,560	\$ 1,365	\$ 2,525	-	-	-	\$ 64,448	\$ 18,252
Total for All Agencies																						
Total		\$1,055,890	\$ 13,500	\$ 9,460	\$ 10,000	\$ 5,000	\$ 20,000	\$ 10,990	\$ 38,920	\$ 73,080	\$ 31,286	\$ 26,950	\$ 14,040	\$ 21,952	\$ 18,720	\$ 27,300	\$ 15,150	\$ 3,775	\$ 16,925	\$ 6,241	\$ 1,419,179	\$ 363,289

\*Optional Tasks costs for EOCWD and Serrano WD are placeholder estimates only. Pending task selections from these two agencies.

Legend	Status
	Contingecy Items Activated
	Not Activated

Last update: 8/5/2025



**EXHIBIT B**  
**Cost Summary for Development of Urban Water Management Plans for 2025**

Exhibit B

Cost Summary For Development of 2025 Urban Water Management Plans

Optional Tasks and Contingency Items

	Budget Groupings of Agencies	Base Price	Task O1: In-Person Individual Meetings (\$/mtg)	Task O2: Additional Virtual 1:1 Meeting	Task O3A: Additional Coordination (Option A)	Task O3B: Additional Coordination (Option B)	Task O4A: Incorporating Ripple Effects (Option A)	Task O4B: Incorporating Ripple Effects (Option B)	Task O5A: Water Shortage Contingency Plan (WSCP) Revision	Task O5B: Water Shortage Contingency Plan (WSCP) Revision	Task O5C: Water Shortage Contingency Plan (WSCP) Revision	Task O6: Adoption Process Support	Task O7A: Public Hearing Presentation Template	Task O7B: Management/Board/ Public Hearing Presentation	Task O8: Public Hearing Meetings (\$/mtg)	Task O9: DWR Submittal	Task O10A: 2025 UWMP 5 Hard Copies	Task O10B: 2025 UWMP 10 Hard Copies	Task O11A: Incorporating Climate change Impacts (Option A)	Task O11B: Incorporating Climate change Impacts (Option B)	Grand Total by Agency	Total Optional/Contingency Tasks Selected
			\$ 2,700	\$ 860	\$ 2,500	\$ 5,000	\$ 2,500	\$ 5,495	\$ 4,865	\$ 8,120	\$ 15,643	\$ 2,450	\$ 1,755	\$ 1,372	\$ 1,560	\$ 1,365	\$ 2,525	\$ 3,775	\$ 3,385	\$ 6,241		
MWDOC																						
1	MWDOC	\$74,727	-	-	-	-	\$ 2,500	-	-	-	-	-	\$ 1,755	-	-	\$ 1,365	-	-	-	-	\$ 80,347	\$ 5,620
OCWD Groundwater Agencies																						
2	City of Buena Park	\$40,433	-	\$ 860	-	-	\$ 2,500	-	-	\$ 8,120	-	\$ 2,450	-	\$ 1,372	\$ 1,560	\$ 1,365	\$ 2,525	-	-	-	\$ 61,185	\$ 20,752
3	City of Fullerton (not a part of MWDOC)	\$40,433	\$ 2,700	\$ 860	\$ 2,500	-	\$ 2,500	-	-	\$ 8,120	-	\$ 2,450	-	\$ 1,372	\$ 1,560	\$ 1,365	\$ 2,525	-	\$ 3,385	-	\$ 69,770	\$ 29,337
4	City of Garden Grove	\$40,433	-	\$ 860	\$ 2,500	-	-	\$ 5,495	-	\$ 8,120	-	\$ 2,450	\$ 1,755	\$ 1,372	\$ 1,560	\$ 1,365	-	-	-	-	\$ 65,910	\$ 25,477
5	City of La Palma	\$40,433	-	\$ 860	-	-	-	-	-	-	-	-	-	\$ 1,372	-	\$ 1,365	-	-	-	-	\$ 44,030	\$ 3,597
6	City of Orange	\$40,433	-	-	-	-	-	-	\$ 4,865	-	-	-	-	-	-	\$ 1,365	-	-	-	-	\$ 46,663	\$ 6,230
7	City of Seal Beach	\$40,433	-	-	-	-	-	-	\$ 4,865	-	-	-	-	\$ 1,372	\$ 1,560	\$ 1,365	-	-	-	-	\$ 49,595	\$ 9,162
8	City of Tustin	\$40,433	-	-	-	-	-	-	\$ 4,865	-	-	-	-	-	-	-	-	-	-	\$ 6,241	\$ 51,539	\$ 11,106
9	Yorba Linda Water District	\$40,433	\$ 2,700	\$ 860	-	-	-	-	-	\$ 8,120	-	-	\$ 1,755	-	\$ 1,560	\$ 1,365	-	-	-	-	\$ 56,793	\$ 16,360
10	City of Westminster	\$40,433	-	-	-	-	-	-	\$ 4,865	-	-	-	-	-	-	\$ 1,365	-	-	-	-	\$ 46,663	\$ 6,230
11	East Orange County Water District	\$40,433	-	\$ 860	-	-	-	-	\$ 4,865	-	-	-	-	-	-	\$ 1,365	-	-	-	-	\$ 47,523	\$ 7,090
12	Huntington Beach	\$40,433	-	\$ 860	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	\$ 41,293	\$ 860
OCWD Groundwater Agencies with Recycled Water																						
13	City of Anaheim	\$43,582	\$ 2,700	\$ 860	-	\$ 5,000	-	\$ 5,495	-	-	\$ 15,643	\$ 2,450	\$ 1,755	\$ 1,372	\$ 1,560	\$ 1,365	-	\$ 3,775	\$ 3,385	-	\$ 88,942	\$ 45,360
14	City of Fountain Valley	\$43,582	-	\$ 860	-	-	\$ 2,500	-	-	\$ 8,120	-	\$ 2,450	\$ 1,755	\$ 1,372	-	\$ 1,365	-	-	-	-	\$ 62,004	\$ 18,422
15	City of Newport Beach	\$43,582	\$ 2,700	-	-	-	\$ 2,500	-	-	\$ 8,120	-	\$ 2,450	-	\$ 1,372	-	\$ 1,365	\$ 2,525	-	-	-	\$ 64,614	\$ 21,032
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17	Mesa Water District	\$43,582	-	-	-	-	-	-	\$ 4,865	-	-	-	-	-	-	\$ 1,365	-	-	-	-	\$ 49,812	\$ 6,230
South County Agencies with Recycled Water																						
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South County Agencies without Recycled Water																						
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Non-OCWD Groundwater Agencies																						
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Total for All Agencies																						
Total		\$1,055,890	\$ 13,500	\$ 10,320	\$ 10,000	\$ 5,000	\$ 20,000	\$ 10,990	\$ 38,920	\$ 73,080	\$ 31,286	\$ 24,500	\$ 14,040	\$ 20,580	\$ 18,720	\$ 27,300	\$ 15,150	\$ 3,775	\$ 16,925	\$ 6,241	\$ 1,416,217	\$ 360,327

Legend	Status
	Contingecy Items Activated
	Not Activated

Last update: 8/7/2025



# Agenda Item

## Orange City Council

Item #: 3.6.

9/9/2025

File #: 25-0499

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Trang Nguyen, Finance Director

### 1. SUBJECT

Third Amendment to Agreement with OpenGov, Inc. for the City's budgeting and financial planning program, extending services for two years in the amount of \$187,000.

### 2. SUMMARY

In September 2019, the City Council awarded a five-year agreement with OpenGov, Inc. for a financial program used to provide budgeting and financial planning, organizational performance, and citizen engagement software tools. The third amendment to the agreement with OpenGov, Inc. will extend the agreement by two years and authorize additional services to support the City's restructured chart of accounts. The total cost of the amendment is \$187,000.

### 3. RECOMMENDED ACTION

Approve the Third Amendment to the agreement with OpenGov, Inc. for budgeting and financial planning software tools in the amount of \$187,000, including \$12,000 in additional services for configuration of the City's restructured chart of accounts; and authorize the Mayor and City Clerk to execute on behalf of the City.

### 4. FISCAL IMPACT

The expense for this amendment is \$85,695 for Fiscal Year 2025-26 and \$89,123 for Fiscal Year 2026-27, plus a one-time cost of \$12,000 for additional services to incorporate the City's restructured chart of accounts. The total amendment cost is \$187,000 and will be funded through the General Fund (100).

<u>Fiscal Year</u>	<u>Account No.</u>	<u>Account Description</u>	<u>Amount</u>
2025-26	100-1601-56999-	IT-Repair/Maint Services	\$86,000
2025-26	790-1801-55999- 251607-20-	Financial System Replacement	\$12,000
2026-27	100-1601-56999-	IT-Repair/Maint Services	\$89,000
<b>Total</b>			<b>\$187,000</b>

### 5. STRATEGIC PLAN GOALS

Goal 2: Enhance Economic Development and Achieve Fiscal Sustainability

Objective 2.11: Upgrade the current financial system

## 6. DISCUSSION AND BACKGROUND

On September 10, 2019, the City Council approved a five-year agreement with OpenGov, Inc. to provide budgeting and financial planning, organizational performance, and citizen engagement software tools.

On July 7, 2020, the City amended the agreement resulting in just over \$10,000 savings for year two. Subsequently, On November 24, 2024, the City Council approved an amendment to extend the term of the agreement to September 14, 2025.

The main function of OpenGov is management of the City's budget cycle by generating data and reports from financial systems, such as the City's previous financial system EDEN and the City's current financial system, Tyler Enterprise ERP, implemented in July. Leveraging the tools within the OpenGov program, the City has improved operational need projections and capital planning through performance reporting in a simplified and streamlined way. In addition, OpenGov has assisted with the compilation of the City's Budget Book, allowing for a more timely turnaround following budget adoption and improving accessibility of budget information for the City Council and the public.

To further align with the City's transition to a restructured chart of accounts within the Tyler Enterprise ERP system, OpenGov will provide configuration services at a one-time cost of \$12,000. These services are necessary to ensure proper integration of the new chart of accounts with OpenGov's budgeting and reporting tools.

This amendment is necessary to support the upcoming Fiscal Year 2025-26 budget development and to ensure continuity of service through FY 2026-27.

## 7. ATTACHMENTS

- Third Amendment to agreement with OpenGov (AGR 6838)



# Agenda Item

## Orange City Council

Item #: 3.6.

9/9/2025

File #: 25-0499

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Trang Nguyen, Finance Director

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2026-27	100-1601-56999-	IT-Repair/Maint Services	\$89,000
<b>Total</b>			<b>\$187,000</b>

### 5. STRATEGIC PLAN GOALS

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This amendment is necessary to support the upcoming Fiscal Year 2025-26 budget development and to ensure continuity of service through FY 2026-27.

## 7. ATTACHMENTS

- Third Amendment to agreement with OpenGov (AGR 6838)

**THIRD AMENDMENT  
TO  
SOFTWARE SERVICES AGREEMENT**

**THIS THIRD AMENDMENT TO SOFTWARE SERVICES AGREEMENT** (the “Third Amendment”) is made and entered into as of \_\_\_\_\_, 2025 (“Effective Date”) by and between the CITY OF ORANGE, a municipal corporation (“City”), and OPENGOV, INC., a Delaware corporation (“Contractor”), with reference to the following.

A. City and Contractor entered into a Software Services Agreement (Agreement No. 6838) dated as of September 19, 2019, which is incorporated herein by this reference (the “Original Agreement”); and

B. City and Contractor amended the Original Agreement to extend the term and increase the compensation by a First Amendment to Software Services Agreement (Agreement No. 6838.1) dated July 7, 2020, which is incorporated herein by this reference (the “First Amendment”); and

C. City and Contractor amended the Original Agreement to extend the term and increase the compensation by a Second Amendment to Software Services Agreement (Agreement No. 6838.2) dated November 26, 2024, which is incorporated herein by this reference (the “Second Amendment”); and

D. City and Contractor desire to further amend the Original Agreement to modify, amend and supplement certain portions of the Original Agreement to extend the term and increase the compensation.

**NOW, THEREFORE**, the parties hereby agree as follows:

Section 1.     **Defined Terms.** Except as otherwise defined herein, all capitalized terms used herein shall have the meanings set forth for such terms in the Original Contract.

Section 2.     **Cross-References.** City and Contractor agree that all references in this Third Amendment are deemed and construed to refer to the Original Contract, as implemented by this Third Amendment.

Section 3.     **Extended Term.** Upon expiration of the Initial Term on September 14, 2025, the City exercises its option to extend the term of this Agreement from September 15, 2025 to September 14, 2027.

Section 4.     **Compensation.** Pursuant to Section 6.1(b) of the Original Agreement, the total not-to-exceed compensation for the services to be rendered in the First Extended Term shall not exceed ONE HUNDRED EIGHTY-SIX THOUSAND SIX HUNDRED FORTY-THREE DOLLARS and 12/100 (\$186,643.12) without the prior written authorization of City.

Section 5.     **Integration.** This Third Amendment amends, as set forth herein, the Original Agreement and, except as specifically amended hereby, the Original Agreement shall remain in full force and effect. To the extent that there is any conflict or inconsistency between the terms and provisions of this Third Amendment and the terms and provisions of the Original Agreement, the terms and provisions of this Third Amendment shall control and govern the rights and obligations of the parties.

**IN WITNESS** of this Contract, the parties enter into this Contract on the year and day first above written.

**“CONTRACTOR”**

OPENGOV, INC., a Delaware corporation

Signed by:  
\*By: Sam Kramer  
          042E57B5396F4E8  
Printed Name: Sam Kramer  
Title: SVP, Finance

Signed by:  
\*By: Elise Cole  
          FF4579539F064CA  
Printed Name: Elise Cole  
Title: Chief Administrative Officer

**“CITY”**

CITY OF ORANGE, a municipal corporation

By: \_\_\_\_\_  
Daniel R. Slater, Mayor

ATTEST:

\_\_\_\_\_  
Pamela Coleman, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Nathalie Adourian  
Senior Assistant City Attorney

**\*NOTE:**     *If CONTRACTOR is a corporation, the City requires the following signature(s):*  
--     *(1) the Chairman of the Board, the President or a Vice-President, AND (2) the Secretary, the Chief Financial Officer, the Treasurer, an Assistant Secretary or an Assistant Treasurer. If only one corporate officer exists or one corporate officer holds more than one corporate office, please so indicate. OR*  
--     *The corporate officer named in a corporate resolution as authorized to enter into this Agreement. A copy of the corporate resolution, certified by the Secretary close in time to the execution of the Agreement, must be provided to the City.*

√





OpenGov Inc.  
660 3rd Street, Suite 100  
San Francisco, CA 94107  
United States

<b>Order Form Number:</b>	Q-09230	<b>Prepared By:</b>	Allen Rosenbaum
<b>Created On:</b>	09/04/2025	<b>Email:</b>	arosenbaum@opengov.com
<b>Order Form Expiration:</b>	09/14/2025	<b>Contract Term:</b>	24 Months
<b>Subscription Start Date:</b>	09/15/2025		
<b>Subscription End Date:</b>	09/14/2027		

#### Customer Information:

<b>Customer:</b>	City of Orange, CA	<b>Contact Name:</b>	Michelle Kresan
<b>Bill To/Ship To:</b>	300 East Chapman Avenue	<b>Email:</b>	mkresan@cityoforange.org
	Orange, California	<b>Phone:</b>	714-744-2236
	92862		
	United States		

#### Order Details:

<b>Billing Frequency:</b>	Prepaid
<b>Payment Terms:</b>	Net 30 Days

#### SOFTWARE SERVICES:

Product Name	Start Date	End Date	Annual Fee
Budgeting & Planning	09/15/2025	09/14/2026	\$85,695.14
Budgeting & Planning	09/15/2026	09/14/2027	\$89,122.98

#### Customer Billing/Service Periods:

<b>Period:</b>	<b>Total:</b>
09/15/2025	\$85,695.14
09/15/2026	\$89,122.98

#### Order Form Legal Terms:

This Order Form incorporates and is made part of the Software Services Agreement (Agreement No. 6838) between Customer and OpenGov dated September 19, 2019 ("SSA"), as amended.

If Professional Services are purchased, the Statement of Work is incorporated by reference.

Fees for the Software Services and Professional Services shall be due and payable, in advance, 30 days from receipt of the invoice.

By signing this Order Form, Customer acknowledges and agrees to these Legal Terms.

**City of Orange, CA:**

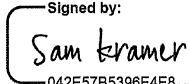
Signature: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

**OpenGov, Inc.**

Signature:  Signed by:  
042E57B5398E4E8...

Name: \_\_\_\_\_  
Sam Kramer

Title: \_\_\_\_\_  
SVP, Finance

Date: \_\_\_\_\_  
9/4/2025



# Agenda Item

## Orange City Council

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**Item #:** 3.7.

**9/9/2025**

**File #:** 25-0495

---

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Christopher Cash, Public Works Director

### 1. SUBJECT

Approval of plans and specifications for Annual Pipeline Renewal project and authorization to advertise for bids; and finding of California Environmental Quality Act (CEQA) exemption.

### 2. SUMMARY

Construction plans and specifications are completed for the Annual Pipeline Renewal, and the project is ready to be advertised for bids. The estimated construction cost is \$1,395,000.

### 3. RECOMMENDED ACTION

1. Approve the plans and specifications and authorize advertising for Bid. No. 25-26.04, Annual Pipeline Renewal project.
2. Find the project Categorically Exempt from the California Environmental Quality Act per Guidelines Section 15302.

### 4. FISCAL IMPACT

None.

### 5. STRATEGIC PLAN GOALS

Goal 5: Improve Infrastructure, Mobility, and Technology

### 6. DISCUSSION AND BACKGROUND

Existing water mains on E. Villa Vista Way, E. Riding Way, El Sereno Dr., N Bailey Dr., and Santiago Blvd. are scheduled to be replaced as part of the Annual Pipeline Renewal project. These pipelines were constructed between the 1950's and 1960's and have reached the end of their useful life. They are also undersized per current industry standards. Additionally, most of these water mains are in the sidewalk area making repairs and pavement restoration more costly and inconvenient to residents.

The new water mains will be installed in the roadway and will provide more reliable water service and fire protection for the residents in the area. The scope of work consists of utility potholing, installation of approximately 3,560 feet of new water mains, new water meters, lateral services, fire hydrants, valves, fittings, and other appurtenances in accordance with current water industry standards. The engineering cost estimate for this project is \$1,395,000. Construction is scheduled to begin in late 2025 and is expected to be completed within 150 calendar days.

## **7. ENVIRONMENTAL REVIEW**

The proposed project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) under CEQA guidelines Section 15302 "Replacement or Reconstruction" Class 2 (c) because the project is replacing an existing segment of water main to meet current industry standards and will enable more reliable water and fire protection services to the existing service areas of the City. Although the new lines will be upsized, the lines serve an already urbanized area, and the increased size is not intended to facilitate intensification of development in the surrounding environments. The CEQA Notice of Exemption will be filed with the County Recorder's Office upon Council's approval of the plans and specifications.

## **8. ATTACHMENT**

- Location Map



# Agenda Item

## Orange City Council

---

**Item #:** 3.7.

**9/9/2025**

**File #:** 25-0495

---

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**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Christopher Cash, Public Works Director

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Construction plans and specifications are completed for the Annual Pipeline Renewal, and the project is ready to be advertised for bids. The estimated construction cost is \$1,395,000.

### 3. RECOMMENDED ACTION

1. Approve the plans and specifications and authorize advertising for Bid No. 25-26.04, Annual Pipeline Renewal project.
2. Find the project Categorically Exempt from the California Environmental Quality Act per Guidelines Section 15302.

### 4. FISCAL IMPACT

None.

### 5. STRATEGIC PLAN GOALS

Goal 5: Improve Infrastructure, Mobility, and Technology

### 6. DISCUSSION AND BACKGROUND

Existing water mains on E. Villa Vista Way, E. Riding Way, El Sereno Dr., N Bailey Dr., and Santiago Blvd. are scheduled to be replaced as part of the Annual Pipeline Renewal project. These pipelines were constructed between the 1950's and 1960's and have reached the end of their useful life. They are also undersized per current industry standards. Additionally, most of these water mains are in the sidewalk area making repairs and pavement restoration more costly and inconvenient to residents.

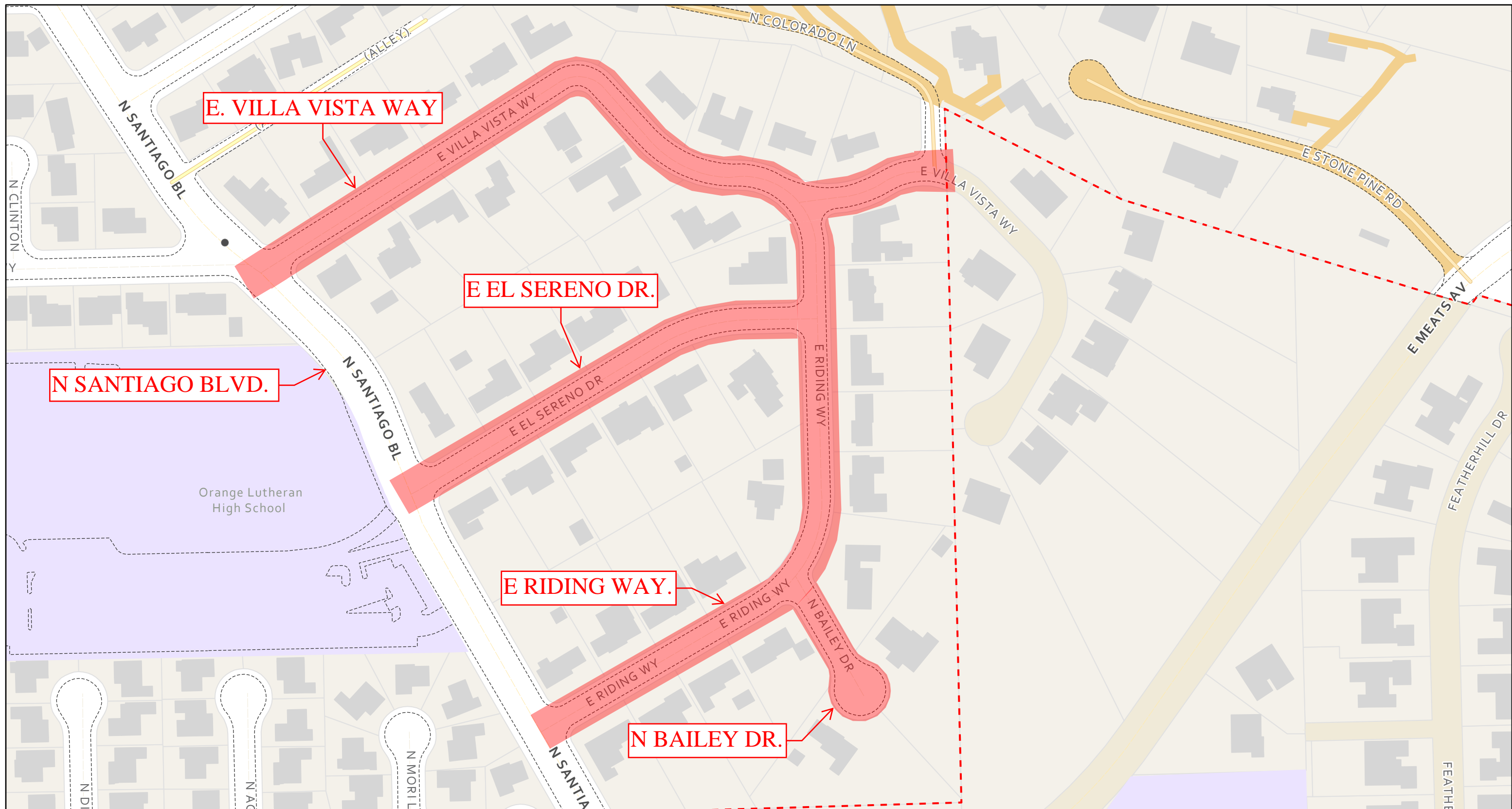
The new water mains will be installed in the roadway and will provide more reliable water service and fire protection for the residents in the area. The scope of work consists of utility potholing, installation of approximately 3,560 feet of new water mains, new water meters, lateral services, fire hydrants, valves, fittings, and other appurtenances in accordance with current water industry standards. The engineering cost estimate for this project is \$1,395,000. Construction is scheduled to begin in late 2025 and is expected to be completed within 150 calendar days.

## **7. ENVIRONMENTAL REVIEW**

The proposed project is categorically exempt from the provisions of the California Environmental Quality Act (CEQA) under CEQA guidelines Section 15302 "Replacement or Reconstruction" Class 2 (c) because the project is replacing an existing segment of water main to meet current industry standards and will enable more reliable water and fire protection services to the existing service areas of the City. Although the new lines will be upsized, the lines serve an already urbanized area, and the increased size is not intended to facilitate intensification of development in the surrounding environments. The CEQA Notice of Exemption will be filed with the County Recorder's Office upon Council's approval of the plans and specifications.

## **8. ATTACHMENT**

- Location Map



NOTE: Recent data updates may not be reflected on this map at the time of printing, use at your discretion. No part of this map shall be reproduced for commercial purposes.





# Agenda Item

## Orange City Council

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**Item #:** 3.8.

**9/9/2025**

**File #:** 24-0583

---

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Christopher Cash, Public Works Director

### 1. SUBJECT

Notice of Completion and Acceptance for Chapman Avenue and Batavia Street Left-Turn Signal Modification; Bid No. 22-23.18 (SP-4036).

### 2. SUMMARY

The City of Orange entered into a contract with California Professional Engineering, Inc. for the Chapman Avenue and Batavia Street Left-Turn Signal Modification project. The project provided various traffic signal and roadway improvements at the intersection of Chapman Avenue and Batavia Street, including the addition of a protected left-turn phasing in the north and south directions. The work was completed to the satisfaction of the Public Works Department.

### 3. RECOMMENDED ACTION

1. Accept Chapman Avenue and Batavia Street Left-Turn Signal Modification as complete.
2. Authorize City Clerk to file Notice of Completion with the Orange County Clerk-Recorder's Office.

### 4. ATTACHMENTS

- Notice of Completion and Acceptance





# Agenda Item

## Orange City Council

---

**Item #:** 3.8.

**9/9/2025**

**File #:** 24-0583

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1. Accept Chapman Avenue and Batavia Street Left-Turn Signal Modification as complete.
2. Authorize City Clerk to file Notice of Completion with the Orange County Clerk-Recorder's Office.

### 4. ATTACHMENTS

- Notice of Completion and Acceptance

RECORDING REQUESTED BY AND  
WHEN RECORDED MAIL TO:

City of Orange  
300 East Chapman Avenue  
Orange, California 92866  
Attention: City Clerk

---

*[Space above this line for Recorder's use only.]*

THIS DOCUMENT IS RECORDED AT THE  
REQUEST AND FOR THE BENEFIT OF THE CITY  
OF ORANGE AND IS EXEMPT FROM THE  
PAYMENT OF A RECORDING FEE PURSUANT  
TO GOVERNMENT CODE SECTIONS 6103 AND  
27383.

---

NOTICE OF COMPLETION AND ACCEPTANCE

NOTICE IS HEREBY GIVEN that work on that certain public work and improvements known as "Chapman Avenue and Batavia Street Left-Turn Signal Modification (Bid No. 22-23.18; SP-4036)" (herein referred to as the "Project"), for the owner, the City of Orange, a municipal corporation (herein referred to as the "City"), whose address is 300 E. Chapman Avenue, Orange, CA 92866, was completed and accepted by the City Council of the City of Orange on September 9, 2025 at a regular meeting of its members, at which a quorum was present and acting throughout. The Project is at the intersection of Chapman Avenue and Batavia Street in the City of Orange, State of California. The contractor who performed (or caused to be performed) said public work and improvements was California Professional Engineering, Inc., a California corporation, with its principal office at 19062 San Jose Avenue, La Puente, State of California.

The name of the surety on the Labor and Material Bond for the Project is United States Fire Insurance Company (Bond No. 6131048328) in the amount of \$497,618.00

DATED as of the 9th day of September 2025.

CITY OF ORANGE, a municipal corporation

By: \_\_\_\_\_  
Daniel R. Slater, Mayor, City of Orange

STATE OF CALIFORNIA  
COUNTY OF ORANGE

I, Daniel R. Slater, Mayor of the City of Orange, state that I have read the foregoing document know the contents thereof, and that the facts therein stated are true of my own knowledge. I hereby declare under penalty of perjury that the foregoing is true and correct.

DATED as of the 9th day of September 2025 at Orange, California.

---

Daniel R. Slater, Mayor, City of Orange

I, Pamela Coleman, City Clerk for the City of Orange, hereby attest that Daniel R. Slater is known to me to be the Mayor of the City of Orange and known to me to be the person who executed the within instrument on behalf of said municipal corporation and acknowledged to me that the City of Orange executed the same.

---

Pamela Coleman, City Clerk, City of Orange



**Item #: 3.9.**

9/9/2025

**File #:** 25-0510

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

**THRU: Jarad Hildenbrand, City Manager**

**FROM:** Pamela Coleman, City Clerk/City Clerk Services Director

## 1. SUBJECT

Second Reading and adoption of an Ordinance of the City Council of the City of Orange amending Title 17 (Zoning) of the Orange Municipal Code to allow the sale and service of alcoholic beverages in conjunction with the operation of a bona fide restaurant as a permitted use in certain zoning districts subject to special use regulations. Ordinance No. 13-25.

## 2. SUMMARY

The Introduction and First Reading of the above-entitled Ordinance was approved at a Regular Council Meeting on August 26, 2025. During Council discussion of the item, staff was directed to remove Condition #20 relating to the prohibition of generic drink specials or happy hour promotions, as recommended by the Planning Commission.

The Ordinance is now presented, as amended, for Second Reading by title only, and adoption.

Vote at First Reading:      AYES:      Bilodeau, Tavoularis, Gutierrez,  
Gyllenhammer, Slater  
NOES:      Dumitru  
ABSENT:      Barrios

### 3. RECOMMENDED ACTION

Adopt Ordinance No. 13-25.

## 4. ATTACHMENTS

- Ordinance No. 13-25



**Item #: 3.9.**

9/9/2025

**File #:** 25-0510

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

**THRU: Jarad Hildenbrand, City Manager**

**FROM:** Pamela Coleman, City Clerk/City Clerk Services Director

## 1. SUBJECT

Second Reading and adoption of an Ordinance of the City Council of the City of Orange amending Title 17 (Zoning) of the Orange Municipal Code to allow the sale and service of alcoholic beverages in conjunction with the operation of a bona fide restaurant as a permitted use in certain zoning districts subject to special use regulations. Ordinance No. 13-25.

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The Ordinance is now presented, as amended, for Second Reading by title only, and adoption.

Vote at First Reading:      AYES:      Bilodeau, Tavoularis, Gutierrez,  
Gyllenhammer, Slater  
NOES:      Dumitru  
ABSENT:      Barrios

### 3. RECOMMENDED ACTION

Adopt Ordinance No. 13-25.

#### 4. ATTACHMENTS

- Ordinance No. 13-25

## **ORDINANCE NO. 13-25**

### **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ORANGE AMENDING TITLE 17 (ZONING) OF THE ORANGE MUNICIPAL CODE TO ALLOW THE SALE AND SERVICE OF ALCOHOLIC BEVERAGES IN CONJUNCTION WITH THE OPERATION OF A BONA FIDE RESTAURANT AS A PERMITTED USE IN CERTAIN ZONING DISTRICTS SUBJECT TO SPECIAL USE REGULATIONS**

**WHEREAS**, the City Council is streamlining the entitlement process for restaurants which apply to offer alcoholic beverages for on-site sale and service in conjunction with food service, subject to special use regulations; and

**WHEREAS**, Title 17 requires a conditional use permit for the on-site sale and service of alcoholic beverages in many zones, even when associated with food service; and

**WHEREAS**, the City of Orange seeks to promote a vibrant and economically sustainable business environment that supports the success of local restaurants, and small businesses; and

**WHEREAS**, the sale and service of alcoholic beverages in conjunction with food service is a common among modern restaurants, and may enhance the dining experience for residents and visitors; and

**WHEREAS**, requiring a conditional use permit for alcohol service imposes unnecessary delays and costs on restaurant operators desiring alcohol service incidental to food service; and

**WHEREAS**, the proposed ordinance continues to regulate alcohol sales by subjecting restaurants to special use regulations such as only allowing alcohol sales and service as an accessory use to food service, thereby minimizing potential impacts on nearby sensitive uses such as residences, schools, churches, or parks; and

**WHEREAS**, streamlining the entitlement process for restaurant uses is consistent with the General Plan in that it goals to enhance the vitality of commercial corridors, promotes local entrepreneurship, and fosters a pedestrian-oriented, mixed-use environment; and

**WHEREAS**, the Planning Commission, having considered the proposed ordinance at a public hearing held on July 7, 2025, including review of the staff report, and having received public testimony on the item, determined the proposed ordinance serves the City's economic development interests and, includes standard conditions to protect the public health, safety and general welfare; and

**WHEREAS**, the City Council, having now considered the proposed changes to the OMC at a public hearing held on August 26, 2025, including review of the staff report, and having received public testimony on the item, desires to adopt the Proposed Ordinance.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ORANGE DOES HEREBY ORDAIN AS FOLLOWS:**

**SECTION I:**

That the recitals and findings contained herein are true and correct, incorporated herein, and with the public record, form the basis for this Ordinance.

**SECTION II:**

Section 17.04.032 of the Orange Municipal Code, “Zoning – Definitions – “M” Definitions,” is hereby amended to include the following definition, in alphabetical order:

“Meals” means the usual assortment of foods commonly ordered at various hours of the day when prepared within suitable interior kitchen facilities, containing the necessary appliances for washing, preparing, and cooking an assortment of foods.

**SECTION III:**

Section 17.04.037 of the Orange Municipal Code, “Zoning – Definitions – “R” Definitions,” is hereby amended to include the following definition, in alphabetical order:

“Restaurant, Bona Fide” means an establishment which is regularly and in a bona fide manner used and kept open for the serving of meals to guests for compensation and which has suitable kitchen facilities connected therewith, containing conveniences for cooking an assortment of foods which may be required for ordinary meals, the kitchen of which must be kept in a sanitary condition with the proper amount of refrigeration for keeping of food on said premises and must comply with all the regulations of the local department of health. Restaurants are distinguished from bars or nightclubs.”

**SECTION IV:**

Table 17.13.030 of the Orange Municipal Code, “Zoning – Master Land Use Table – Permitted Uses,” is hereby amended to add the following:

ZONING	RESIDENTIAL							COMMERCIAL					MIXED USE					INDUSTRIAL		AGRICULTURAL OPEN SPACE			P I	OVERLAY		SAND & GRAVEL	
LAND USE	R1-5	R-15 to R1-6	R1-P R-140 &	R2-6 to R2-8	R-3	R-4	MH	OP	CP/C1	CTR	C2	C3	CR	OTMU-15S	OTMU-15	OTMU-24	NMU-24	UMU	M1	M2	A1	RO	SH	PL	FP-1	FP-2	SG
Food and/or alcohol uses—Includes uses that process, manufacture, package, prepare, distribute, store, sell or serve food and/or alcoholic beverages.																											
Restaurants w/alcoholic beverages sales	-	-	-	-	-	-	-	-	P*/C+	P*/C+	P*/C+	P*/C+	P*/C+	C+	P*/C+	P*/C+	P*/C+	P*/C+	C+	C+	-	-	-	-	-	-	-

## **SECTION V:**

Section 17.13.040 of the Orange Municipal Code, “Zoning – Master Land Use Table – Special Use Regulations,” is hereby amended to add the following:

III. Restaurant with alcoholic beverages sales. Bona Fide Restaurants that offer alcoholic beverages incidental to meal service to restaurant guests, shall be permitted by right if the applicant completes an Alcohol Exemption Permit Application and complies with all of the criteria and conditions as specified in Section 17.30.025.

## **SECTION VI:**

Section 17.13.050 of the Orange Municipal Code, “Zoning – Master Land Use Table – Conditional Use Regulations,” is hereby amended to read as follows:

NN. Restaurant with alcoholic beverages sales. All restaurants serving alcohol, which are otherwise not eligible for an Alcohol Exemption Permit as specified in Section 17.30.025, shall comply with Section 17.30.030.

## **SECTION VII:**

Section 17.13.050 of the Orange Municipal Code, “Zoning – Master Land Use Table – Conditional Use Regulations,” is hereby amended to read as follows:

PP. Sale of Alcoholic Beverages. A conditional use permit shall be required for both on-sale and off-sale of alcoholic beverages, in accordance with Section 17.30.030, when otherwise not eligible for an Alcohol Exemption Permit as specified in Section 17.30.025.

## **SECTION VIII:**

Section 17.30.020 of the Orange Municipal Code, “Zoning – Alcoholic Beverage Controls - Locations Permitted” is hereby amended to read as follows:

### **17.30.020 - Locations Permitted.**

The Master Land Use Table in Chapter 17.13.030 indicates the zones in which the off-sale and on-sale of alcoholic beverages is permitted by the issuance of an alcohol exemption permit or a conditional use permit.

## **SECTION IX:**

Section 17.30.025 of the Orange Municipal Code, “Zoning – Alcoholic Beverage Controls – Alcohol Exemption Permit” is hereby added:



### **17.30.025 Alcohol Exemption Permit.**

- A. Bona Fide Restaurants that offer alcoholic beverages incidental to meal service to restaurant guests, shall be exempt from the provisions of the Conditional Use Permit requirement of Section 17.30.030 if the applicant completes an Alcohol Exemption Permit Application and complies with all of the following criteria and conditions:
1. In conjunction with the ongoing operation of the business, the premises shall comply with all requirements placed upon it by the California department of Alcoholic Beverage Control (ABC).
  2. This Alcohol Exemption Permit (AEP) may be reviewed one year from the date of opening and may be reviewed each year thereafter. The review shall be conducted jointly by the Community Development Director and/or the Police Chief or designees. The purpose of this review shall be to identify compliance with all of the conditions of Section 17.30.025. If it is determined that the restaurant is not in compliance with all of the conditions of Section 17.30.025, the AEP shall be revoked.
  3. The activity level of the business shall be monitored by the Police Department to establish the level of police services used for the business. Should the level of police services demonstrate that the applicant has not controlled excessive or unnecessary activity resulting in high use of police services, then this Alcohol Exemption Permit shall be revoked.
  4. The quarterly gross sales of alcoholic beverages shall not exceed the gross sales of merchant items that include food within the restaurant during the same time period. The licensee shall at all times maintain records that reflect separately the gross sales of food and the gross sales of alcoholic beverages of the licensed business. Said records shall be kept on a quarterly basis and shall be made available within 10 calendar days of a written request.
  5. The use of the building is considered a restaurant, and interior construction will remain consistent with plans submitted with the Alcohol Exemption Permit application. No new interior construction resulting in a change to the floor plan will occur unless a revised floor plan is approved by the Community Development Department.
  6. None of the floor area will be designated for dancing or live entertainment.
  7. The subject ABC license shall not be exchanged for a public premise Type 48 (On-Sale General – Public Premises) license nor operated as a public premise.
  8. The sale of alcoholic beverages for consumption off the premises shall be prohibited.
  9. All alcohol shall be consumed on the subject site, within the defined licensed premises.

10. Signs shall be posted on all exits of the premises, that prohibit alcoholic beverages from leaving the confines of the premises.
11. The premises shall be maintained as a bona fide restaurant and shall provide a menu containing an assortment of foods normally offered in such restaurants.
12. The business indoor hours shall be limited to Sunday - Thursday 7:00am to 10:00pm and Friday and Saturday 7:00am to 12:00am. The hours of the outdoor area shall be limited to 7:00am to 10:00pm daily. These hours do not restrict employees from being on the premises before opening for preparations and deliveries or after closing for clean-up. Clean-up may not be conducted by patrons.
13. At no time shall there be a fee for entrance/admittance into the premises.
14. Employees and/or contract security personnel shall not consume any alcoholic beverages prior to or during their work shift. Any and all security officers provided shall comply with all state and local ordinances regulating their services, including, without limitation, Chapter 11.5 of Division 3 of the California Business and Profession Code.
15. The applicant agrees, as a condition of the City's approval of the Alcohol Exemption Permit, to indemnify, defend, and hold harmless, at the applicant's sole expense, the City of Orange and its officers, agents, and employees from and against any claim, action, or proceeding brought against the City arising from or in connection with the approval or implementation of the Alcohol Exemption Permit, excluding claims under CEQA, which is inapplicable to ministerial actions. The City will notify the applicant of any such claim or action and may participate in the defense thereof at the applicant's expense. The obligation shall remain in effect for the duration of the permit.
16. Food service, with an available menu, shall be available until closing time on each day of operation.
17. 17. Alcoholic beverages served shall be served by restaurant employees permitted by law to serve alcohol.
18. Alcoholic beverages shall be sold and served in containers that are distinguishable from other non-alcoholic beverages sold at the premises.
19. There shall be no bar or lounge area upon the licensed premises maintained for the purpose of the sale, service, or consumption of alcoholic beverages directly to patrons for consumption.
20. There should be no time when alcoholic beverages are sold at a ratio of two for one; no "stacking" of beverages, which means the serving of two alcoholic beverages at one time to the same customer; and no sales to an "empty chair", which means that each customer must be physically present at the time of the order of any alcoholic beverage.

21. There shall be no promotions encouraging intoxication or drinking contests.
22. There shall be no requirement to purchase a minimum number of drinks.
23. No alcoholic beverages shall be sold from any self-service locations on the premises such as ice tubs, barrels, or any other such containers.
24. The petitioner shall not employ or permit any persons to solicit or encourage others, directly or indirectly, to buy them drinks in the licensed premises under any commission percentage salary or other profit.
25. The patio shall be enclosed and any gates located on the patio shall remain closed during business hours and used as an emergency exit only. Sign(s) shall be posted on all patio gate(s) indicating "Emergency Exit Only".
26. Alcohol service is not allowed for outdoor dining areas that are located within 100 feet of a sensitive receptor (residential uses, schools, parks, or religious institutions), where the outdoor dining area is oriented to face such sensitive receptor.
27. The use of any amplified systems, televisions, outdoor sound system and paging system or any such devices are prohibited on any outdoor area.
28. An employee shall be able to monitor the patio from inside the business at all times to monitor alcohol.
29. No portion of the premises shall be deemed to be "private" for the purposes of dispensing alcoholic beverages to selected patrons, where the licensee recognizes any form of membership cards, keys or passes that would entitle the holder entry or preferential admittance or exclusive use of any portion of the mentioned premises.
30. The use of a promoter (such as a nightclub operator) or sub-leasing the premises to be used in conjunction with dancing and/or live entertainment is prohibited.
31. There shall be no live entertainment (including karaoke), disc jockey, amplified music, or dancing permitted on the premises at any time. Amplified sound over a built-in system designed for background music shall not be audible in such a manner to disturb the peace, quiet, and comfort of neighboring occupants, or any reasonable person residing or working in the area.
32. There shall be no special promotional events held on the property, unless a written request for such is received and approved by the City of Orange Community Development Director and the Police Department's Vice Unit at least two weeks in advance of the event.

33. There shall be no pool tables or coin-operated or token-operated games maintained upon the premises at any time.
34. The parking lot of the premises shall be equipped with lighting of sufficient power to illuminate and make easily discernible the appearance and conduct of all persons on or about the parking lot.
35. Lighting in the parking area of the premises shall be directed, positioned and shielded in such a manner so as not to unreasonably illuminate the window area of nearby residences. The owner shall install and maintain a security camera system capable of readily identifying facial features, and stature of all patrons entering the establishment during hours of operation and monitoring the rear of the premises, to the satisfaction of the Police Department. The camera system shall keep a minimum 30-day library of events, which shall be available for downloading and inspection by the Orange Police Department.
36. Any music or amplified sound on the premises, including an outdoor patio area, shall not be audible beyond the premises in such a manner as to disturb the peace, quiet and comfort of neighboring occupants or any reasonable person residing or working in the area.
37. The permittee shall be responsible for maintaining the area adjacent to the premises over which they have control free of litter.
38. There shall be no exterior advertising promoting or indicating the availability of alcoholic beverages. This includes advertising directed to the exterior from within, promoting or indicating the availability of alcoholic beverages. Interior displays of alcoholic beverages that are clearly visible to the exterior shall constitute a violation of this condition.
39. Prior to occupancy, a security plan shall be submitted to the City for review and approval. The plan shall address both physical and operational security issues. The business shall operate in accordance with the approved security plan.
40. Exterior doors and windows, as well as the interior of the business, shall be protected by a monitored alarm system, which shall detect an attempted entry or presence of people within the business during closing hours.
41. Uniformed security will be provided by the applicant on days/nights when special event broadcast(s) are being promoted. One security guard per 100 customers shall be present during these broadcasts/events.
42. Provide an interior night light to illuminate the interior and maintain an unobstructed view through storefront windows to provide police patrol officers the ability to observe unlawful activity within the business.

43. The permittee shall maintain on the premises a written security policy and procedures manual addressing, at a minimum, the following items: handling obviously intoxicated persons; establishing a reasonable ratio of employees to patrons, based upon activity level, in order to monitor alcoholic beverage sales and patron behavior; handling patrons involved in fighting or arguing; handling loitering about the building and in the immediate adjacent area that is owned, leased, rented, or used under agreement by the permittee(s); verifying age/checking identification of patrons; warning patrons of reaching their drinking limit/potential intoxication and refusing to serve; calling the police regarding observed or reported criminal activity.
  44. The applicant shall comply with all federal, state, and local municipal laws, including local City ordinances and regulations. Any violations of these laws in conjunction with this use may be a cause for revocation of this permit.
  45. All employees of petitioner who sell or serve alcoholic beverage products shall be required to complete a training program in alcoholic beverage compliance, crime prevention techniques and the handling of violence. For new employees of petitioner, such training program must be completed within 30 days of the date of hire. The employees must provide the City of Orange Police Department, Investigative Services Division a copy of the completed Alcohol Management Program (AMP) certificate.
  46. Graffiti shall be removed from the exterior walls and windows of the premises within 72 hours of discovery.
  47. Commencement of operations on the premises under this exemption shall constitute Owner's and Operator's acknowledgement and acceptance of all conditions contained herein and that failure to comply with any and all conditions shall constitute grounds for potential revocation of the exemption approval.
- B. The approval of an Alcohol Exemption Permit shall be effective for a period of two years from its effective date, after which time, a new determination is required if relevant California Department of Alcoholic Beverage Control permits have not been obtained or if alcohol service is not actively pursued.

## **SECTION X:**

Section 17.30.030 of the Orange Municipal Code, "Zoning – Alcoholic Beverage Controls – Conditional Use Permit Required" is hereby amended to read as follows:

- A. In order to fulfill the purposes of this chapter, the retail sale of alcoholic beverages is subject to approval of a conditional use permit, unless otherwise eligible for an Alcohol Exemption Permit as specified in Section 17.30.025. The Planning Commission has the authority to issue conditional use permits for the following, except when the application is combined with other submittals that require City Council review, the decision of the Planning Commission is appealed, or as otherwise noted below:

## **SECTION XI:**

Section 17.30.050 of the Orange Municipal Code, “Zoning – Alcoholic Beverage Controls – Upgrading Licenses” is hereby amended to read as follows:

Any upgrading of existing licenses to a more restrictive license shall be regulated as follows:

- A. A change from an on-sale beer license for a restaurant to an on-sale beer and wine license for a restaurant shall not require the issuance of a conditional use permit, but shall require an Alcohol Exemption Permit as specified in Section 17.30.025.
- B. A change from an off-sale beer license to an off-sale beer and wine license shall not require the issuance of a conditional use permit.
- C. A change from an on-sale alcoholic beverage license for a restaurant to include the on-site brewing of beer shall not require the issuance of a conditional use permit, but shall require an Alcohol Exemption Permit as specified in Section 17.30.025.
- D. A change from either an on-sale or off-sale beer license or beer and wine license, to an on-sale or off-sale general license shall require the issuance of a new conditional use permit, when otherwise not eligible for an Alcohol Exemption Permit as specified in Section 17.30.025.
- E. A license associated with a nonconforming use may be transferred to a new owner, but it may not be upgraded without the approval of an Alcohol Exemption Permit or Conditional Use Permit as specified in 17.30.025 or 17.30.030.

## **SECTION XII:**

The proposed project is not subject to the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the state CEQA Guidelines (Common Sense Exemption) because (1) it can be seen with certainty that there is no possibility that it would have a significant effect on the environment; and (2) Section 15378 because it will not have a direct or reasonably foreseeable indirect physical change on the environment and is not a "project." For this reason, no further CEQA documentation is required.

## **SECTION XIII:**

If any section, subdivision, paragraph, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this interim Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each section, subdivision, paragraph, sentence, clause and phrase thereof, irrespective of the fact that any one (or more) section, subdivision, paragraph, sentence, clause or phrase had been declared invalid or unconstitutional.

**SECTION XIV:**

The City Clerk is hereby directed to certify the adoption of this Ordinance and cause the same to be published as required by law. This Ordinance shall take effect thirty (30) days from and after the date of its final passage.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Daniel R. Slater, Mayor, City of Orange

**ATTEST:**

\_\_\_\_\_  
Pamela Coleman, City Clerk, City of Orange

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Wayne W. Winthers  
Interim City Attorney, City of Orange

STATE OF CALIFORNIA    )  
COUNTY OF ORANGE     )  
CITY OF ORANGE    )

I, PAMELA COLEMAN, City Clerk of the City of Orange, California, do hereby certify that the foregoing Ordinance was introduced at the regular meeting of the City Council held on the 26th day of August, 2025, and thereafter at the regular meeting of said City Council duly held on the \_\_\_\_ day of \_\_\_\_\_, 2025 was duly passed and adopted by the following vote, to wit:

AYES:           COUNCILMEMBERS:  
NOES:           COUNCILMEMBERS:  
ABSENT:        COUNCILMEMBERS:  
ABSTAIN:       COUNCILMEMBERS:

\_\_\_\_\_  
Pamela Coleman, City Clerk, City of Orange



# Agenda Item

## Orange City Council

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**Item #:** 3.10.

**9/9/2025**

**File #:** 25-0488

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Christopher Cash, Public Works Director

### 1. SUBJECT

A Pledge to Become a Clean California Community. Resolution No. 11631.

### 2. SUMMARY

The proposed resolution authorizes the City to participate in the Clean California Community Program, a statewide recognition initiative administered by the California Department of Transportation. Taking the pledge provides many benefits to the City, including eligibility for grant opportunities.

### 3. RECOMMENDED ACTION

1. Adopt Resolution No. 11631. A Resolution of the City Council of the City of Orange pledging to be a Clean California Community.
2. Authorize staff to submit the pledge on the Mayor and Council's behalf.
3. Authorize staff to prepare and apply for the Clean California Community Program, administered by the California Department of Transportation, which includes competitive grant opportunities.

### 4. FISCAL IMPACT

There is no fiscal impact to the City. If awarded, the revenue received from the California Department of Transportation may be used to fund expenses for this initiative.

### 5. STRATEGIC PLAN GOALS

Goal 5: Improve Infrastructure, Mobility, and Technology

### 6. DISCUSSION AND BACKGROUND

The proposed resolution authorizes the City to apply for grant funding from the Clean California Community Program, a statewide recognition initiative administered by the California Department of Transportation (Caltrans). The program encourages local jurisdictions to commit to maintaining clean, safe, and aesthetically pleasing public spaces through community engagement, litter reduction, beautification, and sustainability practices. The program also provides grant opportunities to support these initiatives.

The City is already engaged in activities that align with the program's criteria, which will streamline



the application process and future grant administration. Current initiatives, including CR&R collection drives, partnerships with community cleanup organizations, and the installation of trash and recycling receptacles. The current initiatives demonstrate the City's established commitment to environmental stewardship and community enhancement. With these practices and infrastructure improvements already in place, the City is well-positioned to meet the program's requirements efficiently.

Once approved, staff will create a plan of action to meet the program criteria. Some examples of the criteria include signing the pledge, conducting community input sessions and educational programs, organizing cleanup events, enhancing greening and beautification efforts, and installing anti-littering infrastructure.

Through participation in this program, staff intend to seek restoration of grant funding for Santiago Creek cleanups, which were previously funded by this Caltrans program. Additionally, staff will seek to fund other initiatives relating to creating clean communities such as expanding litter abatement efforts and increasing graffiti abatement.

Participation in this program aligns with the City's goals of improving quality of life, fostering civic pride, and supporting environmental stewardship through collaboration between City departments, community groups, and other government organizations.

Staff recommend adopting the resolution that formalizes the City's commitment to the Clean California Community pledge. Additionally, staff will evaluate the most effective plan to implement the necessary activities to achieve this recognition.

## **7. ATTACHMENTS**

- Resolution No. 11631
- Community Designation Checklist



# Agenda Item

## Orange City Council

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**Item #:** 3.10.

**9/9/2025**

**File #:** 25-0488

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Christopher Cash, Public Works Director

### 1. SUBJECT

A Pledge to Become a Clean California Community. Resolution No. 11631.

### 2. SUMMARY

The proposed resolution authorizes the City to participate in the Clean California Community Program, a statewide recognition initiative administered by the California Department of Transportation. Taking the pledge provides many benefits to the City, including eligibility for grant opportunities.

### 3. RECOMMENDED ACTION

1. Adopt Resolution No. 11631. A Resolution of the City Council of the City of Orange pledging to be a Clean California Community.
2. Authorize staff to submit the pledge on the Mayor and Council's behalf.
3. Authorize staff to prepare and apply for the Clean California Community Program, administered by the California Department of Transportation, which includes competitive grant opportunities.

### 4. FISCAL IMPACT

There is no fiscal impact to the City. If awarded, the revenue received from the California Department of Transportation may be used to fund expenses for this initiative.

### 5. STRATEGIC PLAN GOALS

Goal 5: Improve Infrastructure, Mobility, and Technology

### 6. DISCUSSION AND BACKGROUND

The proposed resolution authorizes the City to apply for grant funding from the Clean California Community Program, a statewide recognition initiative administered by the California Department of Transportation (Caltrans). The program encourages local jurisdictions to commit to maintaining clean, safe, and aesthetically pleasing public spaces through community engagement, litter reduction, beautification, and sustainability practices. The program also provides grant opportunities to support these initiatives.

The City is already engaged in activities that align with the program's criteria, which will streamline

the application process and future grant administration. Current initiatives, including CR&R collection drives, partnerships with community cleanup organizations, and the installation of trash and recycling receptacles. The current initiatives demonstrate the City's established commitment to environmental stewardship and community enhancement. With these practices and infrastructure improvements already in place, the City is well-positioned to meet the program's requirements efficiently.

Once approved, staff will create a plan of action to meet the program criteria. Some examples of the criteria include signing the pledge, conducting community input sessions and educational programs, organizing cleanup events, enhancing greening and beautification efforts, and installing anti-littering infrastructure.

Through participation in this program, staff intend to seek restoration of grant funding for Santiago Creek cleanups, which were previously funded by this Caltrans program. Additionally, staff will seek to fund other initiatives relating to creating clean communities such as expanding litter abatement efforts and increasing graffiti abatement.

Participation in this program aligns with the City's goals of improving quality of life, fostering civic pride, and supporting environmental stewardship through collaboration between City departments, community groups, and other government organizations.

Staff recommend adopting the resolution that formalizes the City's commitment to the Clean California Community pledge. Additionally, staff will evaluate the most effective plan to implement the necessary activities to achieve this recognition.

## **7. ATTACHMENTS**

- Resolution No. 11631
- Community Designation Checklist

**RESOLUTION NO. 11631**

**A RESOLUTION OF THE CITY COUNCIL OF THE  
CITY OF ORANGE PLEDGING TO BE A CLEAN  
CALIFORNIA COMMUNITY**

**WHEREAS**, we, the leaders and residents of this community, share a deep sense of pride and a vision for a cleaner, greener community. We aim to elevate our community to greater heights; and

**WHEREAS**, our goal is to be recognized as a model of excellence, known for our dedication to cleanliness and environmental stewardship. The State of California has established the Clean California Community designation to honor communities that embody these values; and

**WHEREAS**, we pledge to uphold the principles of the Clean California Community program. We dedicate ourselves to creating a community characterized by cleanliness, sustainability, and civic pride; and

**WHEREAS**, this pledge signifies our community's commitment to the Clean California Community Program. Through our combined efforts, we promise to maintain a clean, green, and vibrant community for the well-being of all residents.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Orange as follows:

1. That the foregoing recitals are incorporated in and made part of this resolution by reference;
2. That the City Council does hereby approve the Clean California Community Program within the City of Orange.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2025

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Daniel R. Slater, Mayor, City of Orange

**ATTEST:**

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Pamela Coleman, City Clerk, City of Orange

**APPROVED AS TO FORM:**

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Wayne Winters  
Interim City Attorney, City of Orange

STATE OF CALIFORNIA    )  
COUNTY OF ORANGE     )  
CITY OF ORANGE         )

I, PAMELA COLEMAN, City Clerk of the City of Orange, California, do hereby certify that the foregoing Resolution was duly and regularly adopted by the City Council of the City of Orange at a regular meeting thereof held on the \_\_\_\_\_ day of \_\_\_\_\_, 2025 by the following vote:

AYES:           COUNCILMEMBERS:  
NOES:           COUNCILMEMBERS:  
ABSENT:        COUNCILMEMBERS:  
ABSTAIN:       COUNCILMEMBERS:

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Pamela Coleman, City Clerk, City of Orange



# Community Designation Checklist

To attain designation, communities must meet at least 10 of these 15 criteria

## ○ Sign the Pledge

Designate a community leader to e-sign thepledge. For a town, this could be a mayor; for an organization it could be the Executive Director, for a school it could be a principal, for a district a supervisor, and so on.

## ○ Advisory Body

Establish an informal Clean CA committee or some other advisory body. This could also be an existing committee.

## ○ Community Input

Get community input through a public meeting, survey, special event, virtual call or another means of gathering feedback from the public on your community's approach.

## ○ Litter Assessment

Conduct an initial litter assessment to establish your baseline and identify litter hotspots in your community.

## ○ Cleanups

Organize community cleanups. We recommend at least 4 each year, big or small.

## ○ Measure Progress

Establish metrics and measure regularly to track your clean community's progress. Things to track include # of volunteers, # of cleanups, and pounds of litter removed.

## ○ Community Education

Educate the broader public on the impacts and solutions to litter by providing signage, educational programs, or other public awareness & behavior change strategies.

## ○ Youth Education

Provide K-12 educational programs to help inform anti-littering behaviors among the youngest generations. Communities can leverage the K-12 Clean CA educational resources to meet this requirement.

## ○ Infrastructure

Place anti-littering infrastructure in key locations. This can include trash and recycling bins that are emptied regularly, or utilizing street sweeping to clean as you go.

## ○ Enforcement

Establish policies, technologies or programs that prevent or deter future littering.

## ○ Long-term Planning

Hash out a long-term plan or strategy to ensure the sustainability of your efforts so that your community stays clean.

## ○ Greening & Beautification

Complement cleanups by implementing greening and beautification activities - plant trees, gardens or flower beds, or create public art to make your community more vibrant.

## ○ Collection Drives

Schedule or host collection drives such as "dump days" or "amnesty days" for hard-to-recycle or bulky items like mattresses, e-waste, or household appliances.

## ○ Partnerships

Engage local stakeholders and businesses to partner with you and support your campaign. We recommend partnering with at least 3-5 businesses.

## ○ Cigarette Litter

Provide cigarette litter receptacles to help contain the most widely littered item on Earth.





# Agenda Item

## Orange City Council

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**Item #:** 5.1.

9/9/2025

**File #:** 25-0512

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

**FROM:** Mayor pro tem Denis Bilodeau, District 4

### 1. **SUBJECT**

Consideration of a resolution adopting a position of opposition to Proposition 50 on the November 2025 Special Election ballot. (Bilodeau)

### 2. **RECOMMENDED ACTION**

Deliberate and consider adoption of proposed resolution.

### 3. **ATTACHMENTS**

- Draft sample resolution



# Agenda Item

## Orange City Council

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**Item #:** 5.1.

9/9/2025

**File #:** 25-0512

---

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

**FROM:** Mayor pro tem Denis Bilodeau, District 4

### 1. SUBJECT

Consideration of a resolution adopting a position of opposition to Proposition 50 on the November 2025 Special Election ballot. (Bilodeau)

### 2. RECOMMENDED ACTION

Deliberate and consider adoption of proposed resolution.

### 3. ATTACHMENTS

- Draft sample resolution



A RESOLUTION OF THE City Council the City of Orange, ADOPTING A POSITION OF  
OPPOSITION TO PROPOSITION 50 ON THE NOVEMBER 2025 BALLOT

WHEREAS, Proposition 50, appearing on the November 2025 California ballot, proposes to amend the California Constitution to alter the process for drawing congressional districts; and

WHEREAS, the current process, established by voters, assigns the responsibility for drawing congressional districts to the independent California Citizens Redistricting Commission, designed to operate in a non-partisan manner; and

WHEREAS, Proposition 50 would transfer the authority to draw congressional districts from the California Citizens Redistricting Commission to the State Legislature; and

WHEREAS, the independent California Citizens Redistricting Commission was created to ensure fair and impartial district boundaries, including safeguards to keep cities, counties, and local communities together; and

WHEREAS, Proposition 50 would remove existing safeguards intended to maintain the integrity of local communities in the redistricting process; and

WHEREAS, Proposition 50 proposes dividing communities, forcing some cities and counties to be split among multiple congressional districts under the measure's new maps and diminishing their voice in Congress; and

WHEREAS, the City Council of the City of Orange recognizes the importance of maintaining a transparent and independent redistricting process to uphold public trust in electoral systems; and

WHEREAS, the City Council of the City of Orange believes that Proposition 50 undermines the voter-approved framework for fair redistricting in California;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Orange, California, hereby adopts an official position of opposition to Proposition 50 on the November 2025 ballot.



# Agenda Item

## Orange City Council

Item #: 8.1.

9/9/2025

File #: 25-0480

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Russell Bunim, Community Development Director

### 1. SUBJECT

Public Hearing to consider a proposal to construct a new warehouse facility at 534 E. Struck Avenue. Applicant: Prologis, Nicole Torstvet.

### 2. SUMMARY

The applicant proposes to redevelop an existing 9.98-acre industrial site with a 213,572 square-foot warehouse facility, a 450 square-foot detached pump house, truck yard, surface parking, landscaping, and related site improvements. The project includes a request to operate the warehouse facility 24 hours a day, 7 days a week.

Environmental Review No. 1889, Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) was prepared in conformance with the provisions of the California Environmental Quality Act (CEQA).

### 3. RECOMMENDED ACTION

1. Conduct and close the Public Hearing.
2. Adopt Resolution No. 11633. A Resolution of the City Council of the City of Orange approving Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) for the demolition of an existing 40,000 square-foot manufacturing facility and construction of a new 213,572 square-foot warehouse facility that includes 199,572 square feet of warehouse and 14,000 square feet of office space, a 450 square-foot detached pump house, and related site improvements, located at 534 W. Struck Avenue.

### 4. FISCAL IMPACT

None.

### 5. STRATEGIC PLAN GOALS

Goal 2: Enhance Economic Development and Achieve Fiscal Sustainability

Objective 2.4: Diversify tax revenue

### 6. DISCUSSION AND BACKGROUND

#### Existing Site

The 9.98-acre site is located on the south side and adjacent to the terminus of the Struck Avenue cul-

de-sac. The site is currently developed with a vacant 40,000 square-foot industrial building that was previously used for the manufacturing of plastic nursery planting pots, a surface parking lot, private railroad spur on the eastern portion of the site, and mature landscaping along the property frontage.

The site is surrounded by Struck Avenue and public facility uses to the north, including the recently constructed affordable Valencia Garden Apartments, industrial and commercial uses to the south and west, and the Orange County Transportation Authority/Southern California Regional Rail Authority railroad and industrial uses to the east. More detailed information about surrounding zoning is provided in Attachment 13.

## Background

On August 22, 2023, the City Council approved Resolution No. 11487, approving Conditional Use Permit No. 3137-21, Major Site Plan Review No. 1039-21, Design Review No. 5028-21, and Environmental Impact Report (EIR) No. 1870-20 (SCH No. 2021090399) for the demolition of an existing 40,000 square-foot manufacturing facility and construction of a 57,900 square-foot truck terminal that included 52,900 square feet of warehouse space, 5,000 square feet of office space, and a 5,400 square-foot accessory maintenance building. Subsequent to project approval, the applicant determined that a truck terminal was no longer in line with current market demands and decided to pursue new entitlements for a warehouse facility.

## Proposed Project

The applicant proposes to demolish the existing 40,000 square-foot manufacturing facility and remove an unused private railroad spur located on the east side of the site in order to redevelop the property with a new 213,572 square-foot warehouse that includes 199,572 square feet of warehouse and 14,000 square feet of office space, a 450 square-foot detached pump house, truck yard, surface parking, landscaping, and related site improvements (See Attachment 4 - Project Plans).

The proposed warehouse building is located towards the center of the site. The east side of the building is inset to accommodate a truck loading dock with 27 overhead doors, two delivery doors, and 45 trailer parking spaces. Access to the site is provided by three two-way driveways located along Struck Avenue. The driveways at the northeast and northwest corners are designated for truck/trailer access, while the center driveway will be used by passenger vehicles. These driveways connect to interior drive aisles that lead to 110 parking spaces.

Although the building is undivided, it has been designed to accommodate two potential tenants. Main entrances are located at both the northwest and southwest corners of the building. There are no specific tenants proposed for occupancy within the building at this time; however, the building will be utilized for warehouse and distribution purposes. The facility will operate 24 hours a day, 7 days a week, and will employ between 150-200 people.

The applicant is requesting a Conditional Use Permit to operate the warehouse facility 24 hours a day, 7 days a week. While OMC Section 17.20.300 limits hours of operation from 7:00 a.m. to 10:00 p.m. for industrial uses with outdoor activities within 300 feet of any residential zone, additional hours may be approved by Conditional Use Permit when such hours will not generate additional disturbance or that mitigation measures will ensure compatibility with nearby residential districts.

The project site is located within 300 feet of the residentially zoned apartment development (Citrus Grove Apartments) to the northeast, across the railroad tracks, and the Public Institution zoned Valencia Garden Apartments property to the north across Struck Avenue. The project has been designed to be mindful of these neighboring residential uses by incorporating various site and building design features as described in the Planning Commission Staff Report (Attachment 13, pages 5-6) and the Addendum (Attachment 9). Staff also included Conditions of Approval within Resolution No. 11633 (Attachment 1) to ensure that potential impacts from grading and construction operations, and truck traffic generated by the project are minimized.

The architectural design of the warehouse facility is contemporary and intended to respond to the eclectic visual character of the area. The concrete tilt-up warehouse building is 45 feet tall and utilizes a variety of exterior building features and materials that contribute to the modern industrial aesthetic.

Streetscape improvements include a new 6-foot-wide sidewalk along the entire property frontage that will connect to the existing sidewalk at the terminus of the Struck Avenue cul-de-sac. An enhanced landscape palette consisting of a mix of water efficient groundcover, shrubs, and trees is provided at the project's interface with Struck Avenue, at the building foundation, within the project interior, and perimeter boundaries, except that no landscaping is proposed along the east property line that borders the railroad right-of-way.

Detailed information regarding the architecture, landscaping, accessory structures, fences/walls, and lighting, are provided in the Planning Commission Staff Report (Attachment 13).

The project complies with the development standards of the M-2 zone as illustrated in the Industrial Development Summary Table included on Sheet DAB-A0.1 of the project plans (Attachment 4). The project incorporates site and building design features to reduce potential impacts on the adjacent residential uses. The proposed contemporary building design and scale complement the eclectic character of the area, and the landscaping provides the project frontage with a hierarchy of plant material that soften the building mass and scale. Overall, the proposed project presents an integrated design that provides a renewed, updated, and improved appearance to the site and to the surrounding community.

## **Environmental Review**

### Previous Project (Truck Terminal)

Mitigated Negative Declaration (MND) No. 1870-20 was originally prepared for the previous truck terminal project proposed on the subject site and was circulated for public review from September 23 to October 25, 2021. During the review period, comments received requested additional technical analysis (e.g., air quality and noise modeling, traffic). In order to address the environmental concerns raised, additional technical analyses were prepared and Draft EIR No. 1870-20 was prepared to provide a comprehensive environmental review of the project. The Draft EIR was available for public review beginning on March 31, 2023 and ending on May 15, 2023. Staff received five comments during the public review period and prepared responses to comments to address any environmental concerns.

On August 22, 2023, the City Council approved Resolution No. 11487 certifying Final EIR No. 1870-20 (SCH No. 2021090399), adopting a Mitigation Monitoring and Reporting Program and Findings of Fact, and approving CUP No. 3137-21, MJSP No. 1039-21, and DRC No. 5028-21. The 2023 Certified EIR and its technical appendices are attached for reference (Attachments 5 - 7). The 2023 Certified EIR concluded that the truck terminal project would not result in any significant and unavoidable environmental impacts. Project-level mitigation measures were required to reduce potentially significant impacts to levels considered less than significant for the following topical issues: Biological Resources; Cultural Resources; Geology and Soils; Hazards and Hazardous Materials; and Tribal Cultural Resources.

#### Proposed Project (Warehouse)

Environmental Review No. 1889, Addendum to Certified EIR No. 1870-20 (SCH No. 2021090399) (Attachments 8 - 9), was prepared for the proposed warehouse project. The purpose of the Addendum is to evaluate the potential environmental impacts of the proposed project. In accordance with CEQA, the Addendum analyzes the warehouse project and demonstrates that all potential environmental impacts associated with the project at buildout would be within the envelope of impacts already evaluated in the 2023 Certified EIR. Accordingly, this Addendum provides an analysis of the revised project and verification that the revised project will not result in any new, increased or substantially different impacts, other than those previously considered and addressed in the 2023 Certified EIR. Public review of the Addendum is not required.

### **Committee and Commission Review**

#### Design Review Committee

On May 7, 2025, the Design Review Committee (DRC) reviewed the project, provided comments, and recommended approval with the following conditions to the Planning Commission by a 6-0-1 vote:

1. The Magnolia trees located at the front of the project shall be upsized to a 36-inch box size.
2. The six-foot wrought iron fencing along the north property line shall be moved from back of sidewalk to the back of trees at the edge of the parking lot.
3. The tree palette shall be revised to reflect more water efficient species for drought tolerance and security in consultation with staff.

The Staff Report and Minutes for the May 7, 2025 meeting are provided as Attachments 10 and 11 to this report. The DRC conditions of approval are included within Resolution No. 11633 (Attachment 1).

The applicant has subsequently revised the project plans (Attachment 4), addressing the Conditions of Approval recommended by the DRC.

#### Planning Commission

On July 21, 2025, the Planning Commission conducted a public hearing for the project. One written comment from Gina Cunningham of Homeaid, and two verbal comments from members of the Labors International Union of North America (LIUNA) in support of the project were received.

The Planning Commission requested clarification regarding warehouse peak hours of operation, on-site storm drain water retention and parking lot run-off, and possible conflicting hours of operation with the Valencia Gardens Apartments.

The Planning Commission recommended approval of the project to the City Council by a 5-0-1-1 vote. The Staff Report and Minutes for the July 21, 2025, meeting are provided as Attachments 13 and 14 to this report.

## 7. ATTACHMENTS

- Attachment 1 Resolution No. 11633
- Attachment 2 Vicinity Map
- Attachment 3 Existing Site Photographs
- Attachment 4 Project Plans, received August 5, 2025
- Attachment 5 Draft EIR No. 1870-20, dated March 2023
- Attachment 6 Final EIR No. 1870-20 (SCH No. 2021090399), dated June 28, 2023
- Attachment 7 Final EIR No. 1870-20 Technical Appendices
- Attachment 8 Environmental Review No 1889, Addendum to Certified EIR (SCH No. 2021090399)
- Attachment 9 Environmental Review No. 1889, Addendum to Certified EIR (SCH No. 2021090399) Technical Appendices
- Attachment 10 Design Review Committee Staff Report dated May 7, 2025
- Attachment 11 Design Review Committee Minutes dated May 7, 2025
- Attachment 12 Planning Commission Resolution No. PC 09-25
- Attachment 13 Planning Commission Staff Report dated July 21, 2025
- Attachment 14 Planning Commission Minutes dated July 21, 2025
- Attachment 15 Written Public Comment from the July 21, 2025 Planning Commission meeting



# Agenda Item

## Orange City Council

Item #: 8.1.

9/9/2025

File #: 25-0480

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Russell Bunim, Community Development Director

### 1. SUBJECT

Public Hearing to consider a proposal to construct a new warehouse facility at 534 E. Struck Avenue. Applicant: Prologis, Nicole Torstvet.

### 2. SUMMARY

The applicant proposes to redevelop an existing 9.98-acre industrial site with a 213,572 square-foot warehouse facility, a 450 square-foot detached pump house, truck yard, surface parking, landscaping, and related site improvements. The project includes a request to operate the warehouse facility 24 hours a day, 7 days a week.

Environmental Review No. 1889, Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) was prepared in conformance with the provisions of the California Environmental Quality Act (CEQA).

### 3. RECOMMENDED ACTION

1. Conduct and close the Public Hearing.
2. Adopt Resolution No. 11633. A Resolution of the City Council of the City of Orange approving Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) for the demolition of an existing 40,000 square-foot manufacturing facility and construction of a new 213,572 square-foot warehouse facility that includes 199,572 square feet of warehouse and 14,000 square feet of office space, a 450 square-foot detached pump house, and related site improvements, located at 534 W. Struck Avenue.

### 4. FISCAL IMPACT

None.

### 5. STRATEGIC PLAN GOALS

Goal 2: Enhance Economic Development and Achieve Fiscal Sustainability

Objective 2.4: Diversify tax revenue

### 6. DISCUSSION AND BACKGROUND

#### Existing Site

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de-sac. The site is currently developed with a vacant 40,000 square-foot industrial building that was previously used for the manufacturing of plastic nursery planting pots, a surface parking lot, private railroad spur on the eastern portion of the site, and mature landscaping along the property frontage.

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## Environmental Review

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On August 22, 2023, the City Council approved Resolution No. 11487 certifying Final EIR No. 1870-20 (SCH No. 2021090399), adopting a Mitigation Monitoring and Reporting Program and Findings of Fact, and approving CUP No. 3137-21, MJSP No. 1039-21, and DRC No. 5028-21. The 2023 Certified EIR and its technical appendices are attached for reference (Attachments 5 - 7). The 2023 Certified EIR concluded that the truck terminal project would not result in any significant and unavoidable environmental impacts. Project-level mitigation measures were required to reduce potentially significant impacts to levels considered less than significant for the following topical issues: Biological Resources; Cultural Resources; Geology and Soils; Hazards and Hazardous Materials; and Tribal Cultural Resources.

#### Proposed Project (Warehouse)

Environmental Review No. 1889, Addendum to Certified EIR No. 1870-20 (SCH No. 2021090399) (Attachments 8 - 9), was prepared for the proposed warehouse project. The purpose of the Addendum is to evaluate the potential environmental impacts of the proposed project. In accordance with CEQA, the Addendum analyzes the warehouse project and demonstrates that all potential environmental impacts associated with the project at buildout would be within the envelope of impacts already evaluated in the 2023 Certified EIR. Accordingly, this Addendum provides an analysis of the revised project and verification that the revised project will not result in any new, increased or substantially different impacts, other than those previously considered and addressed in the 2023 Certified EIR. Public review of the Addendum is not required.

### **Committee and Commission Review**

#### Design Review Committee

On May 7, 2025, the Design Review Committee (DRC) reviewed the project, provided comments, and recommended approval with the following conditions to the Planning Commission by a 6-0-1 vote:

1. The Magnolia trees located at the front of the project shall be upsized to a 36-inch box size.
2. The six-foot wrought iron fencing along the north property line shall be moved from back of sidewalk to the back of trees at the edge of the parking lot.
3. The tree palette shall be revised to reflect more water efficient species for drought tolerance and security in consultation with staff.

The Staff Report and Minutes for the May 7, 2025 meeting are provided as Attachments 10 and 11 to this report. The DRC conditions of approval are included within Resolution No. 11633 (Attachment 1).

The applicant has subsequently revised the project plans (Attachment 4), addressing the Conditions of Approval recommended by the DRC.

#### Planning Commission

On July 21, 2025, the Planning Commission conducted a public hearing for the project. One written comment from Gina Cunningham of Homeaid, and two verbal comments from members of the Labors International Union of North America (LIUNA) in support of the project were received.

The Planning Commission requested clarification regarding warehouse peak hours of operation, on-site storm drain water retention and parking lot run-off, and possible conflicting hours of operation with the Valencia Gardens Apartments.

The Planning Commission recommended approval of the project to the City Council by a 5-0-1-1 vote. The Staff Report and Minutes for the July 21, 2025, meeting are provided as Attachments 13 and 14 to this report.

## 7. ATTACHMENTS

- Attachment 1 Resolution No. 11633
- Attachment 2 Vicinity Map
- Attachment 3 Existing Site Photographs
- Attachment 4 Project Plans, received August 5, 2025
- Attachment 5 Draft EIR No. 1870-20, dated March 2023
- Attachment 6 Final EIR No. 1870-20 (SCH No. 2021090399), dated June 28, 2023
- Attachment 7 Final EIR No. 1870-20 Technical Appendices
- Attachment 8 Environmental Review No 1889, Addendum to Certified EIR (SCH No. 2021090399)
- Attachment 9 Environmental Review No. 1889, Addendum to Certified EIR (SCH No. 2021090399) Technical Appendices
- Attachment 10 Design Review Committee Staff Report dated May 7, 2025
- Attachment 11 Design Review Committee Minutes dated May 7, 2025
- Attachment 12 Planning Commission Resolution No. PC 09-25
- Attachment 13 Planning Commission Staff Report dated July 21, 2025
- Attachment 14 Planning Commission Minutes dated July 21, 2025
- Attachment 15 Written Public Comment from the July 21, 2025 Planning Commission meeting

## **RESOLUTION NO. 11633**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ORANGE APPROVING CONDITIONAL USE PERMIT NO. 3221, MAJOR SITE PLAN REVIEW NO. 1166, DESIGN REVIEW NO. 5140, AND ENVIRONMENTAL REVIEW NO. 1889, ADDENDUM TO CERTIFIED ENVIRONMENTAL IMPACT REPORT NO. 1870-20 (SCH NO. 2021090399) FOR THE DEMOLITION OF AN EXISTING 40,000 SQUARE-FOOT MANUFACTURING FACILITY AND CONSTRUCTION OF A NEW 213,572 SQUARE-FOOT WAREHOUSE FACILITY THAT INCLUDES 199,572 SQUARE FEET OF WAREHOUSE AND 14,000 SQUARE FEET OF OFFICE SPACE, A 450 SQUARE-FOOT DETACHED PUMP HOUSE, AND RELATED SITE IMPROVEMENTS, LOCATED AT 534 W. STRUCK AVENUE**

**APPLICANT: PROLOGIS, NICOLE TORSTVET**

**WHEREAS**, the City Council has authority per Orange Municipal Code (OMC) Section 17.08.020 to review and take action on Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) for the demolition of an existing 40,000 square-foot manufacturing facility and construction of a 213,572 square-foot warehouse facility that includes 199,572 square feet of warehouse space and 14,000 square feet of office space, a 450 square-foot detached pump house, and related site improvements, located at 534 W. Struck Avenue; and

**WHEREAS**, Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) were filed by Prologis, Nicole Torstvet in accordance with the provisions of the OMC; and

**WHEREAS**, Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) were processed in the time and manner prescribed by state and local law; and

**WHEREAS**, on January 15, 2025, the City's interdepartmental Staff Review Committee completed its review of the project and recommended the applications proceed to the Design Review Committee subject to conditions; and

**WHEREAS**, on May 7, 2025, the City's Design Review Committee reviewed the Project and recommended approval with conditions to the Planning Commission by a 6-0-1 vote.

**WHEREAS**, on July 21, 2025, the Planning Commission reviewed the Project and recommended approval with conditions to the City Council by a 5-0-1-1 vote.

**WHEREAS**, Environmental Review No. 1889, Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) was prepared to evaluate the physical environmental impacts of the project, in conformance with the provisions of the California Environmental Quality Act (CEQA) and in conformance with the Local CEQA Guidelines; and

**WHEREAS**, the City Council conducted a duly advertised public hearing on September 9, 2025, at which time interested persons had an opportunity to testify either in support of or opposition to Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) upon property described in Exhibit “A” to this Resolution.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council approve Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, Addendum to Certified Environmental Impact Report 1870-20 (SCH No. 2021090399) for the demolition of an existing 40,000 square-foot manufacturing facility and construction of a 213,572 square-foot warehouse facility that includes 199,572 square feet of warehouse space and 14,000 square feet of office space, a 450 square-foot detached pump house, and related site improvements based on the following findings:

## **SECTION 1 – FINDINGS**

### General Plan Finding:

1. *The project must be consistent with the goals and policies stated within the City’s General Plan.*

The project is consistent with the goals and policies stated within the City’s General Plan Land Use and Economic Development Elements in that the proposed warehouse facility helps to provide a service that contributes to a diversified mix of land uses in the surrounding community. Redevelopment of the existing vacant and degraded site will re-establish the economic viability of the property through aesthetic enhancement and the elimination of physical deterioration. In addition, redevelopment of the site will provide warehouse and distribution services that support local revenue generating businesses which will in turn contribute to the economic vitality and support the employment base in the area.

### Conditional Use Permit Findings:

1. *A Conditional Use Permit shall be granted upon sound principles of land use and in response to services required by the community (OMC 17.10.030.F.1).*

The granting of this Conditional Use Permit is based upon sound principles of land use and in response to the services required by the community. The proposed project supports the goals

of the existing General Plan Land Use Element by fulfilling a range of desired uses. The project implements site and building design features to be compatible with adjacent surrounding residential, public facility, commercial, and industrial uses. The proposed contemporary building design complements the character of the area, and the landscaping provides the project frontages with a hierarchy of plant material that softens the building mass and scale. New trees and landscaping will provide a visual buffer for the residential development to the north and adjacent HUB Resource Center. Granting a permit in this instance is therefore based upon sound land use principles and responds to the needs of the community at-large.

2. *A Conditional Use Permit shall not be granted if it will cause deterioration of bordering land uses or create special problems for the area in which it is located (OMC 17.10.030.F.2).*

Consideration has been given to whether the proposed 24-hour warehouse and distribution use will detrimentally affect adjacent land uses. The project is located approximately 47 to 147 feet from residential uses to the north and northeast. The project is designed to be mindful of these neighboring residential uses and incorporates various site and building design features, including warehouse layout with the truck loading dock on the east side adjacent to the existing railroad tracks and away from the adjacent residential properties, two designated truck/trailer access driveways on the northeast and northwest corners to ensure adequate on-site queuing and circulation, installation of a 14-foot-tall concrete screen wall along the north side of the loading dock, layered landscape setbacks including at the northeast corner truck yard entrance, on-site signage that provides directional guidance to trucks entering and exiting the property, and truck idling restrictions. In addition, Staff included Conditions of Approval to ensure that grading and construction operations, and truck traffic generated by the project minimize impacts to adjacent residential uses.

The project complies with the development standards of the Industrial (M-2) zone. Development of the project would re-introduce business activity to the property and enhance the existing industrial character of the site and surrounding area with a new contemporary building design, new landscaping, hardscape, on-site improvements, and street frontage improvements.

3. *A Conditional Use Permit must be considered in relationship to its effect on the community or neighborhood plan for the area in which it is located (OMC 17.10.030.F.3).*

There is no community or neighborhood plan for the area. As stated in the General Plan finding, the project is consistent with and implements the goals and policies of the General Plan. The project site is designated Light Industrial in the City of Orange General Plan, which allows for the warehousing and distribution of goods. The exterior design, including colors and materials, and landscape palette provides an internally consistent and integrated design theme that upholds community aesthetics.

4. *A Conditional Use Permit, if granted, shall be made subject to those conditions necessary to preserve the general welfare, not the individual welfare of any particular applicant (OMC 17.10.030.F.4).*

All project conditions maintain a purpose of preserving the general welfare of the City and community. Conditions specifically serve to manage project construction, provide for site maintenance, address water quality, protect or improve the public right-of-way, protect or improve utilities, and accommodate aesthetics.

Major Site Plan Review Findings:

1. *The project design is compatible with surrounding development and neighborhoods (OMC 17.10.060.H.1).*

The surrounding development and neighborhood consist of public facility and multi-family residential uses to the north and northeast, industrial and commercial uses to the south and west, and the railroad and industrial uses to the east. The project complies with the development standards of the M-2 zone and is compatible with the adjacent surrounding development and uses. The project incorporates site and building design features to be mindful of residential uses to the north and northeast, including warehouse layout with the truck loading dock on the east side facing the existing railroad and away from residential uses, two designated truck/trailer access driveways on the northeast and northwest corners to ensure adequate on-site queueing and circulation, installation of a 14-foot-tall concrete screen wall along the north side of the loading dock, layered landscape setbacks including at the northeast corner truck yard entrance, on-site signage that provides directional guidance to trucks entering and exiting the property, and truck idling restrictions. The proposed contemporary building design and scale complement the eclectic character of the area and the landscaping provides the project frontage with a hierarchy of plant material that soften the building mass and scale. Overall, the proposed project presents an integrated design that provides a renewed, updated, and improved appearance to the site and to the surrounding community.

2. *Major Site Plan approval shall be granted if the project conforms to City development standards and any applicable special design guidelines or specific plan requirements (OMC 17.10.060.H.2).*

The project as proposed conforms to City's development standards for the M-2 zoning district. There are no special design guidelines or specific plans affecting the property.

3. *Major Site Plan approval shall be granted if the project provides for safe and adequate vehicular and pedestrian circulation, both on- and off-site (OMC 17.10.060.H.3).*

The project provides safe and adequate access and circulation for vehicles and pedestrians from West Struck Avenue. The on-site circulation is designed to accommodate all access needs to parking spaces and for emergency vehicles, and disabled parking and access is provided to accommodate building code requirements. Pedestrian access to the building is provided along the north, east, and west sides of the building, and pedestrian gates are located at the truck yard gated entries on the northeast side and southeast corner of the building.

4. *Major Site Plan approval shall be granted if City services are available and adequate to serve the project (OMC 17.10.060.H.4).*

A review of the project with all City Departments concludes that City services will be available and adequate to serve this site, including water, sewer, police, and fire services.

5. *Major Site Plan approval shall be granted if the project has been designed to fully mitigate or substantially minimize adverse environmental effects (OMC 17.10.060.H.5).*

Any potentially significant environmental effects have been evaluated in Environmental Review No. 1889, Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) and mitigated to a less than significant level. Project conditions, mitigation measures, and the OMC will adequately manage construction and use regulation needs of the project.

#### Design Review Finding:

1. *The project design upholds community aesthetics through the use of an internally consistent, integrated design theme and is consistent with all adopted specific plans, applicable design standards, and their required findings (OMC 17.10.070.G.3).*

The proposed project complies with the Orange Municipal Code, including, but not limited to the industrial development standards, parking, and landscape standards. The project is appropriate for the location and for the site. The consistent architectural design of the building and accessory structures, including colors and materials, brings a contemporary aesthetic to an area that is characterized by an eclectic mix of industrial, commercial, and multi-family residential development. The proposed landscaping provides the project frontage with flowering trees, shrubs, and accent foliage that soften the building height and massing as seen from the public right-of-way, and provides an appealing pedestrian environment between the project and surrounding uses. The project presents an internally consistent and integrated design theme that upholds community aesthetics. The project as proposed will generally provide positive improvements to the vacant site. There are no specific plans or design standards that are applicable to this site.

## SECTION 2 – ENVIRONMENTAL REVIEW

A Mitigated Negative Declaration (MND) was originally prepared for the previous truck terminal project. On September 23, 2021, the City circulated a Notice of Intent to Adopt MND No. 1870-20 for the project. The MND was circulated for public review from September 23 to October 25, 2021. During the 30-day public review period, comments received requested additional technical analysis (e.g., air quality and noise modeling, traffic). In order to address the environmental concerns raised, additional technical analyses were prepared and Draft EIR No. 1870-20 was prepared to provide a comprehensive environmental review of the project. The Draft EIR was available for public review for 45 days, beginning on March 31, 2023, and ending on May 15, 2023. Staff received five comments during the public review period and prepared responses to comments to address any environmental concerns.



On August 22, 2023, the City Council approved Resolution No. 11487 certifying Final EIR No. 1870-20 [State Clearinghouse (SCH) No. 2021090399], adopting a Mitigation Monitoring and Reporting Program and Findings of Fact; and approving CUP No. 3137-21, MJSP No. 1039-21, and DRC No. 5028-21. The 2023 Certified EIR and its technical appendices are attached for reference (Attachments 8 - 10). The 2023 Certified EIR concluded that the truck terminal project would not result in any significant and unavoidable environmental impacts. Project-level mitigation measures were required to reduce potentially significant impacts to levels considered less than significant for the following topical issues: Biological Resources (due to the potential to impact nesting migratory birds protected by the Migratory Bird Treaty Act and California Fish and Game Code); Cultural Resources (due to the potential to encounter buried archaeological resources); Geology and Soils (due to the potential to encounter buried paleontological resources); Hazards and Hazardous Materials (due to the potential to uncover contaminated soils); and Tribal Cultural Resources (due to the potential to encounter buried tribal cultural resources).

Environmental Review No. 1889, an Addendum to Certified EIR No. 1870-20 (SCH No. 2021090399) was prepared for the current warehouse project. The purpose of the Addendum is to evaluate the potential environmental impacts of the proposed project. In accordance with the California Environmental Quality Act (CEQA), the Addendum analyzes the warehouse project and demonstrates that all potential environmental impacts associated with the project at buildout would be within the envelope of impacts already evaluated in the 2023 Certified EIR. Accordingly, this Addendum provides an analysis of the revised project and verification that the revised project will not result in any new, increased or substantially different impacts, other than those previously considered and addressed in the 2023 Certified EIR. The 2023 Certified EIR Mitigation measures are included in the Addendum that reduce potential impacts to less than significant levels. Public review of the Addendum is not required.

### **SECTION 3– CONDITIONS OF APPROVAL**

**BE IT FURTHER RESOLVED** that the following conditions are imposed:

*Community Development Department, Planning Division:*

1. All Site and Building Design Features and Mitigation Measures identified in Environmental Review No. 1889, Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) and in the associated Mitigation Monitoring and Reporting Program, included as Attachments 8 and 9 to the City Council staff report for this project, shall be incorporated as conditions of approval for the project by the final decision-making body and shall be implemented as described in Environmental Review No. 1889, Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399).
2. If not utilized, project approvals expire two years from the approval date. Extensions of time may be granted in accordance with Orange Municipal Code (OMC) Section 17.08.060.
3. Within two (2) business days of approval by the final decision-making body for this project, the applicant shall deliver to the Planning Division a cashier's check payable to the Orange

County Clerk in an amount required to fulfill the fee requirements of Fish and Game Code Section 711.4(d)(2) and the County Administrative fee, to enable the City to file the Notice of Determination required under Public Resources Code 21152, & Cal Code Regulations 15075. If it is determined that there will be no impact on wildlife resources, the fee shall be as required based on the current fee schedule.

4. Within two (2) business days of approval by the final decision-making body for this project, the applicant shall submit a deposit to the Planning Division for the Mitigation Monitoring and Reporting Program. Time spent by City staff to complete the project will be charged to the applicant on an hourly basis, in accordance with the city's fee schedule.
5. The final conditions of approval shall be reprinted on a dedicated sheet (or sheets) after the Title Sheet of the construction documents when submitting to the Building Division for the plan check process.
6. The applicant agrees, as a condition of City's approval of Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, an Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399), to indemnify, defend, and hold harmless, at applicant's expense, the City, its officers, agents, and employees ("City") from and against any claim, action or proceeding brought against the City, including, but not limited to, any claim, action or proceeding commenced within the time period provided in Government Code Section 66499.37 to attack, review, set aside, void or annul the City's approval, to challenge the determination made by the City under the California Environmental Quality Act ("CEQA") or to challenge the reasonableness, legality or validity of any condition attached hereto. City shall promptly notify applicant of any such claim, action or proceeding to which the City receives notice and to cooperate fully with the applicant in the defense thereof. Applicant shall reimburse the City for any and all costs and expenses, including, but not limited to, court costs and attorney's fees that the City may be required to pay, including any expenses ordered by a court or expenses incurred through the Office of the City Attorney in connection with said claim, action or proceeding. City may, in its sole discretion, participate in the defense of any claim, action or proceeding but such participation shall not relieve applicant of the obligations of this condition. In the event the applicant is required to defend City in connection with such claim, action or proceeding, City shall have the right to approve counsel to so defend the City, approve all significant decisions concerning the manner in which the defense is conducted and approve any all settlements, which approval(s) shall not be unreasonably withheld. The obligations set forth herein remain in full force and effect throughout all stages of litigation including any and all appeals of any lower court judgment rendered in the proceeding. Further, applicant agrees to indemnify, defend and hold harmless the City for all costs and expenses incurred in enforcing this provision.
7. The applicant shall comply with all federal, state, and local laws, including all City regulations. Violation of any of those laws in connection with the use may be cause for revocation of this permit.

8. This project is approved as a precise plan and shall conform to and be maintained in accordance with plans and exhibits labeled as Attachment 4 in the City Council staff report. After any application has been approved, if plan modifications are proposed regarding the location or alteration of any use or structure, or deviations become necessary to site improvements including, but not limited to, landscaping and parking because of unforeseen requirements from any City Department, utility provider, or State or Federal statute, a changed plan may be submitted to the Community Development Director for approval. If the Community Development Director determines that the proposed change complies with the findings, conditions, and the spirit and intent of the approval action, and that the action would have been the same for the changed plan as for the approved plan, the Community Development Director may approve the changed plan administratively. Should the modifications be considered substantial, the modifications shall be reviewed and approved by the Design Review Committee, Planning Commission, and/or City Council, as appropriate, and as determined by the Community Development Director.
9. Subsequent modifications to the approved architecture, color scheme, and landscape plan shall be submitted for review and approval to the Community Development Director. Should the modifications be considered substantial, the modifications shall be reviewed and approved by the Design Review Committee.
10. Any future expansion in area or in the nature and operation of the approved use by Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, an Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) shall require new or amended applications.
11. The project approval includes certain fees and/or other exactions. Pursuant to Government Code Section 66020, these conditions or requirements constitute written notice of the fees and/or exactions. The applicant is hereby notified that the ninety (90) day protest period commencing from the date of approval of the project has begun. If the applicant fails to file a protest regarding these conditions or requirements, the applicant is legally barred from later challenging such exactions per Government Code Section 66020.
12. Prior to building permit issuance, the applicant shall pay all applicable development fees, including but not limited to: City sewer connection, Orange County Sanitation District Connection Fee, Transportation System Improvement Program (TSIP), Fire Facility, Police Facility, Park Acquisition, Library, Sanitation District, and School District, as required.
13. Prior to building permit issuance, the applicant shall pay any outstanding monies due to the City of Orange for Planning Division entitlement activities related to this project.
14. Building permits shall be obtained for all construction work, as required by the City of Orange, Community Development Department's Building and Safety Services. Failure to obtain the required building permits may be cause for revocation of the entitlements provided.

15. All signage shall comply with Sign Regulations of the OMC, Chapter 17.36 and subject to approval by the Community Development Director.
16. Grading operations shall be restricted to Monday through Friday between the hours of 7:30 a.m. and 5:00 p.m., with limited grading as necessary permitted on Saturdays between the hours of 8:00 a.m. and 4:30 p.m. Mechanics may service the equipment up to two hours after each shift.
17. All other construction activities (i.e. not grading operations) shall conform to the City's Noise Ordinance, OMC Chapter 8.24, and shall be limited to the hours between 7:00 a.m. and 8:00 p.m. Monday through Saturday. No construction activity will be permitted on Sundays and Federal holidays.
18. Any graffiti shall be removed within 72 hours from the time the City of Orange Notice of Violation is received by the applicant/property owner. This condition applies to both the pre-and post-project site.
19. The applicant shall at all times provide the required number of parking spaces designated on the approved building permit plans.
20. Any new lighting on the premise shall be installed in such a way to direct, control, and screen the lighting to prevent off site light spillage onto adjoining properties and shall not be maintained in a manner constituting a nuisance to adjacent and surrounding properties.
21. Prior to building permit issuance, the private tracks on the property shall be abandoned and removed.
22. Prior to building permit issuance, the applicant shall demonstrate to the satisfaction of the Director that all mechanical and air conditioning equipment shall be shielded and screened from view from adjacent streets and properties. The screening shall be integrated architecturally with the building and painted to match the walls of the building.
23. Prior to building permit issuance, all required parking spaces shall be shown on construction documents as doubled striped to City standards at the time of approval.
24. Prior to building permit issuance, the applicant shall identify the precise location of existing walls proposed for demolition, if applicable. If the location of the existing wall slated for demolition is wholly or partially upon an adjacent property, the applicant shall secure the property owner(s) approval to demolish and replace the wall prior to building permit issuance. The applicant will be responsible for any site repairs to walls damaged through demolition activity.
25. Prior to building permit issuance, the applicant shall prepare a final landscaping and irrigation plan consistent with the grading plans, site plans, and the conceptual landscaping plan as proposed for the project for the review and approval of the Community Development Director in coordination with the Public Works Director. Landscape and irrigation plans shall be prepared by a landscape architect. The City may require peer review of submitted landscape and irrigation plans by a separate registered landscape

architect at the applicant's cost. Subsequently, upon final inspection, the City may require a separate landscape architect to verify, at the applicant's cost, that planting materials and irrigation are installed according to approved landscape plans.

26. Prior to City approval of the landscape plans, the applicant shall review the approved Water Quality Management Plan (WQMP) and ensure the proposed landscape plans are consistent with the project grading plans and show the proposed structural storm water treatment BMPs incorporated into the project.
27. Prior to building permit issuance, all landscaping located within public areas shall be shown on the landscape plans and shall include the installation of root barriers acceptable to the Public Works Department on the sidewalk side of the tree or where conditions warrant the installation of a Deep Root box as directed by the Public Works Director.
28. Prior to building permit issuance, final landscaping plans for the project shall be designed to comply with the City's Water Efficient Landscape Guidelines as described in Section IX et al of the City of Orange Landscape Standards and Specifications. The project landscape architect shall submit documentation certifying compliance with this requirement (Appendix B of the City of Orange Landscape Standards and Specifications) for review and approval by the Community Development Director in coordination with the Public Works Director.
29. Prior to certificate of occupancy issuance, all landscaping improvements shall be completed according to the approved plans, the City of Orange Water Efficient Landscape Guidelines, and City of Orange Landscape Standards and Specifications. The project landscape architect shall submit documentation certifying compliance with this requirement (Appendix E of the City of Orange Landscape Standards and Specifications) for review and approval by the Community Development Director, in coordination with the Public Works Director.
30. Prior to building permit issuance, City required irrigation and landscape inspection notes, in accordance with the City of Orange Landscape Standards and Specifications, shall be placed on the final landscape plan, to the satisfaction of the Community Development Director in coordination with the Public Works Director.
31. Prior to building permit issuance, the final landscape plan shall be reviewed and approved by the Public Works Director when landscaping is proposed within the public right-of-way and/or the project is constructing Storm Water Quality Best Management Practices (BMPs) in landscaped areas.
32. Prior to building permit issuance, the final landscape plan shall include a note that a fully automated irrigation system will be provided.
33. Prior to building permit issuance, landscape plans shall include landscape area calculations needed for State landscape water use reporting.

34. Landscape maintenance shall be performed in such a manner as to allow all trees to retain their full canopy height for screening and full canopy breadth for shade at point of maturity, except as required for public safety purposes.
35. Landscaping shall be maintained so as to not interfere with lighting or addressing. All landscape areas shall be maintained in a neat and healthy condition. Should the plant material die, the property owner/operator shall replace it with similar new plant material.
36. Prior to certificate of occupancy issuance, all parking lot and landscaping improvements shall be completed according to the approved plans and to the satisfaction of the Community Development Director.
37. The property owner shall be responsible for maintaining the property to a level deemed adequate by the Community Development Director. This includes, but is not limited to, the buildings, landscaping, trash areas, signage, utilities, property walls, and gates.
38. Construction equipment shall be properly maintained per manufacturers specifications and fitted with the best available noise suppression devices (i.e., mufflers, silencers, wraps, etc).
39. Construction equipment shall not idle for extended periods of time in the vicinity of sensitive receptors.
40. Prior to grading permit issuance, the construction contractor shall prepare a traffic control plan detailing the locations of equipment staging areas, material stockpiles, proposed road closures, and hours of construction operations to minimize impacts to sensitive receptors.
41. Fixed and/or stationary construction equipment shall be located as far as possible from sensitive receptors (e.g., generators, compressors, rock crushers, cement mixers). Shroud or shield all impact tools, and muffle or shield all intake and exhaust ports on powered construction equipment.
42. In conjunction with the operation of the business(es), should parking or queuing issues arise on the site or the surrounding neighborhood, the applicant shall work with the Community Development Department to resolve any issues. If such issues are not resolved to the City's satisfaction, the Major Site Plan Review application shall be presented to the Planning Commission for its consideration of further conditions and modifications.
43. Prior to building permit issuance, the applicant shall demonstrate that all trash enclosures shall conform to City Standard Plan 409 Trash Enclosures.
44. Prior to building permit issuance, the applicant shall demonstrate that the trash enclosures utilize similar materials, colors, and finishes as the industrial buildings, including any roofing.
45. Prior to building permit issuance, the applicant shall demonstrate to the satisfaction of the City that coordination has occurred with CR&R Environmental Services to schedule trash collection from the site a minimum of once a week.

46. Prior to grading permit/construction permit issuance, the applicant shall coordinate with the Southern California Regional Rail Authority (SCRRA) and the Orange County Transit Authority (OCTA) on any potential modifications to the rail crossing, including adjacent development which may require a diagnostic in accordance with California Public Utilities Commission and the Federal Railroad Administration requirements at the onset of the final design phase.
47. Prior to approval of the final landscape plan, the applicant shall coordinate with the City and OCTA with respect to the type and location of trees at the northeast corner and along the northern boundary of the project site to ensure consistency with Metrolink SCRRA's Design Criteria Manual.
48. The applicant shall contact and coordinate with SCRRA should a Right-of-Way Encroachment Agreement be necessary.
49. Prior to operation of the business(es), the applicant shall file for, or if applicable, amend a business license with the Business License Division. Failure to obtain the required business license will be cause for revocation of this approval.
50. In conjunction with the operation of the business(es), all loading and unloading (i.e. deliveries) activities shall only occur in the designated loading dock and loading zone areas on the subject site.
51. In conjunction with the operation of the business(es), all loading and trash enclosure areas shall be maintained and kept clean and free of debris.
52. In conjunction with the operation of the business(es), all noise levels generated shall conform to the levels allowed by the OMC.
53. Truck trips generated by the project shall utilize the City's existing truck routes to travel to and from the project vicinity.
54. Prior to certificate of occupancy issuance, the applicant shall complete the following: 1) posting of the truck routes in the building; 2) tenant provided driver education on the truck routes; 3) install truck route street signage; and 4) install anti-idling signs on the site that stipulate a 5-minute idling restriction pursuant to Title 13 of the California Code of Regulations Section 2485.
55. Prior to building permit issuance, a Transportation Management Program shall be submitted for review to the Community Development Department.

*Design Review Committee:*

56. Prior to building permit issuance, the Magnolia trees located at the front of the project shall be upsized to a 36-inch box size.
57. Prior to building permit issuance, the six-foot wrought iron fencing along the north property line shall be moved from back of sidewalk to the back of trees at the edge of the parking lot.

58. Prior to building permit issuance, the tree palette shall be revised to reflect more water efficient species for drought tolerance and security in consultation with staff.

*Fire Department:*

59. Plans submitted for building plan review shall comply with the California Fire Code as amended by the City and as frequently amended and in effect at the time of application for Building Permit. Onsite fire department access will require easement recording prior to Rough Grading Permit issuance and shall be reviewed by the Fire Department prior to approval.

*Police Department:*

60. Prior to building permit issuance, the project shall comply with the requirements of OMC Chapter 15.52 (Building Security Standards), which relates to hardware, doors, windows, lighting, etc. Approved structural drawings, if any, shall include sections of the security code that apply. Specifications, details, or security notes may be used to convey the compliance.
61. Security and design measures that employ Defensible Space concepts shall be utilized in development and construction plans. These measures incorporate the concepts of Crime Prevention through Environmental Design (CPTED), which involves consideration such as placement and orientation of structures, access and visibility of common areas, placement of doors, windows, addressing and landscaping.
62. Prior to building permit issuance, a photometric study shall be reviewed and approved by the Police Department. A minimum of one foot candle shall be maintained on all surfaces of the parking lot, from dusk until the termination of business every operating day. The applicant shall ensure that lighting on the site shall be directed, controlled, and screened in such a manner so as to refrain from shining directly on surrounding properties.
63. Prior to certificate of occupancy issuance, the applicant shall schedule a light reading inspection with the Crime Prevention Bureau. The lighting shall be tested and confirmed to determine if the lighting meets or exceeds the exterior boundary standards. The applicant shall use shielding so as to ensure that the light standards meet the requirements of OMC Section 17.12.030 for the areas beyond the property's exterior boundaries; light spillage or pollution to surrounding residential areas shall not exceed a maintained minimum of 0.5 foot-candle.

*Public Works Department, Solid Waste, Tree Removal Permits Section:*

64. Should the tenant or business operator produce more solid waste than the designed amount, they shall be responsible for constructing additional trash enclosures, compactors, or expanding the current enclosure to adequately accommodate the solid waste generated. The proposed location(s) of the new (or expanded) trash enclosure(s)/compactors shall be approved by the Community Development Director or designee prior to construction.



65. Prior to building permit issuance, a Tree Removal Permit shall be approved by the Public Works Director in accordance with OMC Chapter 12.32. A plan is required for submittal to the City depicting all of the existing on-site trees, the species of each tree, and the number of trees proposed for removal and replacement.

*Public Works Department, Subdivision Section:*

66. Prior to building permit issuance, the applicant shall dedicate and record a Fire Access Easement per Fire Department requirements.
67. The applicant shall obtain a letter from Southern California Edison (SCE) indicating that the existing SCE easements on site will be abandoned. Formal abandonment or quitclaim documents will be required prior to grading permit issuance.
68. Prior to grading permit issuance, all works within the public right-of-way and public utility easements will require Encroachment Permits, including sidewalk and driveway constructions and utility main and lateral constructions.
69. Prior to grading permit issuance, all public infrastructures, including street sections, sidewalk, driveway apron, and utilities shall comply with City of Orange Standard Plans and Specifications.
70. Prior to certificate of occupancy issuance, utilities serving the development, such as electric, cable television, street lighting and communication shall be installed underground, and completed and approved by the appropriate utility provider.
71. Prior to certificate of occupancy issuance, the applicant shall remove unused driveway approaches and restore them to full height curb and gutter, including any sidewalk restoration at the driveway apron.
72. Prior to grading permit issuance, driveway aprons shall conform to Public Works Standard Plan 115 for commercial driveways with ADA accessibility.
73. Prior to grading permit issuance, all driveway approaches shall conform to ADA standards for wheelchair access conforming to Public Works Standard Plans 115 and 116.
74. Prior to certificate of occupancy issuance, the applicant shall repair any cracked, uneven, or damaged public sidewalk, curb and gutter along the property frontage.
75. Prior to certificate of occupancy issuance, all landscaping shall include the installation of root barriers on the sidewalk side of tree, or where conditions warrant, the installation of Deep Root box as directed by the Public Works Department.
76. Prior to certificate of occupancy issuance, sanitary sewer system connecting from the buildings to the public mainline shall be private and maintained by the property owner.
77. Prior to building permit issuance, any private sewer system connecting directly to Orange County Sanitation District (OCSD) lines without using City of Orange sewer systems shall require a permit from OCSD.

78. Prior to certificate of occupancy issuance, pavement restorations on streets, under Moratorium or with a Pavement Condition Index of 75 or greater, shall be done per Instruction 15 of the Encroachment Permit.
79. Prior to certificate of occupancy issuance, the applicant shall construct sidewalks to meet current standards along W. Struck Avenue per City of Orange Engineering Standard Plan 118.
80. Prior to grading permit issuance, the applicant shall submit a grading plan in compliance with City standards for review and approval by the Public Works Director. All grading and improvements on the subject property shall be made in accordance with the Manual of Grading and Standard Plans and Specifications to the satisfaction of the Public Works Director. The applicant may be required to include Phased Erosion and Sediment Control Plans, Site Demolition Plan, and Utility Plan as parts of the grading plan.
81. Prior to grading permit issuance, plans preparation and submittals shall be per Development Services Plan Preparation Guidelines and Checklist, and Checklist for Submittal Packages.
82. Prior to grading permit issuance, the applicant shall submit a Drainage Report (Hydrology Study) for review and approval by the City. The Drainage Report format and contents shall be per the City guidelines in conjunction with the Orange County Hydrology Manual.
83. Prior to grading permit issuance, the applicant shall submit a Sewer Capacity Analysis for review and approval by the City.
84. Prior to grading permit issuance, a geotechnical report shall accompany the grading plan review.
85. Prior to grading permit issuance, the contractor shall obtain a grading permit from Public Works Department prior to start of any site demolition, clearing and grubbing, and grading.
86. Prior to grading permit issuance, any soil imported or exported shall require a Transportation Permit from the Public Works Department Traffic Division.
87. Prior to grading permit issuance, an approval by the City Council is required prior to import or export of soil exceeding 30,000 cubic yards. A dirt haul route shall be approved by the City Council and the travel path is subject to pavement deterioration evaluation [O.M.C. 10.67.030(B)].
88. Prior to grading permit issuance, upon submittal of grading plan for plan check, the applicant shall submit a deposit to cover plan check and inspection services related to the grading activities.
89. Prior to grading permit issuance, the grading plan shall detail all of the locations where retaining walls will be constructed. Geometric detail of retaining walls shall be shown on the grading plan, including material type, dimensions, backfill, and subdrains. A building permit is also required for retaining walls over 4 feet in height as measured from the bottom of the footing to the top of the wall prior to construction. Structural details and design

calculations shall be submitted as a separate document and will be reviewed and permitted by City Building Division.

90. Prior to grading permit issuance, any grading outside of the owner's property boundary shall require the applicant to either obtain a temporary construction easements or permission by adjacent property owners in a form suitable to the Public Works Director.
91. Prior to grading permit issuance, trash receptacle locations and details shall be included on the grading plan. The trash storage area shall be constructed per Public Works Standard Plan 409.
92. Prior to grading permit issuance, show all sewer and storm drain lines on the grading plan. Other utility lines, such as water lines, may also be shown on grading plan for reference.
93. Prior to grading permit issuance, show all structural BMPs for water quality purpose on grading plan. Water quality features shown on the grading plan must match the WQMP.
94. Prior to grading permit issuance, any direct storm water discharge into the Orange County Flood Control (OCFD) channels shall require a permit from OCFD.
95. Prior to grading permit issuance, the applicant shall maintain in good condition, all on-site driveways where heavy-duty trucks would travel.
96. Prior to grading permit issuance and prior to building foundation construction, a Certificate Letter of Line and Grade shall be submitted to the Public Works Construction Inspector demonstrating that the site grading and pad elevation are completed according to the grading plan.
97. Prior to grading permit issuance, the applicant shall construct a new sidewalk to join the existing sidewalk at the terminus of the cul-de-sac.

*Public Works Department, Traffic Division:*

98. In addition to other impact fees that may be applicable, the proposed project, as is currently shown on the plans, will be responsible for paying Transportation Systems Improvement Program (TSIP) fees. Final TSIP fees will be calculated using current rates at the time of building permit issuance.
99. Prior to grading permit issuance, applicant shall, to the satisfaction of the Public Works Department, conduct all necessary activities, including, but not limited to, soils analysis, to determine pavement section of Struck Avenue (between Batavia Street and the east terminus/cul-de-sac) needed to support the traffic loading (TI of 9.5) identified in the Project's approved Traffic Impact Study. The proposed pavement section shall be approved by the Public Works Department.
100. Prior to certificate of occupancy issuance, applicant shall (remove and) reconstruct Struck Avenue (between Batavia Street and the east terminus/cul-de-sac) to provide for the approved pavement section. The pavements section shall be no less than the minimum identified in the City's Standard Plan No. 104 (Standard Commercial and Industrial Street

Section.) Applicant shall design and construct the aforementioned and any associated street improvements to the satisfaction of the Public Works Department, and accordance with all applicable laws, requirements, and standards.

101. Truck traffic shall be routed to impact the least number of sensitive receptors
102. Truck trips generated by the project shall utilize the City's existing truck routes to travel to and from the project vicinity.

*Public Works Department, Water Division:*

103. Prior to building permit issuance, the applicant shall submit improvement plans to the Water Division for review and approval for any new fire hydrants, domestic water services, fire services, landscape services, backflow prevention devices, and any other proposed improvements or relocations affecting the public water system facilities.
104. Prior to the grading permit issuance, the applicant shall construct all public and/or private improvements to the satisfaction of the Water Division. The applicant may be required to enter into an agreement with the City of Orange, and post security in a form and amount acceptable to the City Engineer and/or Water Division to ensure construction of said improvements.
105. Prior to building permit issuance, the applicant shall be responsible for the installation and/or relocation of the proposed or existing public water system facilities to a location and of a design per the improvement plans approved by the Water Division.
106. Prior to certificate of occupancy issuance, the applicant shall be responsible for the installation of necessary fire hydrants and fire services as approved by the Fire Department and Water Division.
107. Prior to grading permit issuance, the Water Division shall approve the type and location of landscaping and fire service (backflow prevention) device for proposed City services.
108. Prior to building permit issuance, construction documents shall show that a six-foot minimum horizontal clearance and a one-foot minimum vertical clearance would be maintained between City water mains, laterals, services, meters, fire hydrants and all other utilities except sewer. The Water Division shall review and approve the construction documents.
109. Prior to building permit issuance, construction documents shall show that an eight-foot minimum clearance is provided between City water mains, laterals, services, meters, fire hydrants, signs, or trees or other substantial shrubs and plants as required by the Water Division. The Water Division shall review and approve the construction documents.
110. Prior to building permit issuance, construction documents shall show that permanent signs, awning, surface water quality management features or other structures are not built over water mains, laterals, services, meters, or fire hydrants as required by the Water Division.

111. Prior to building permit issuance for the first phase of work, the applicant shall be responsible for obtaining approval of all necessary encroachment permits from affected agencies for all public water construction work.
112. Prior to approval of a water improvement plan, the applicant shall satisfy all water main connection, plan check, and inspections charges as determined by the Water Division.
113. Plans submitted during plan check shall show that the water improvement plans are consistent with the fire suppression plans and or fire master plan. The applicant's consultant preparing the water improvement plans shall coordinate their plans with the consultant preparing the fire suppression plans and/or fire master plan so that their designs concur.
114. Plans submitted during plan check shall show that the minimum separation requirements are met and that each of the various designer's plan sets match. The applicant's consultant preparing the improvement and utility plans shall coordinate their plans with the consultants preparing the landscape, architectural, surface water quality management, fire master and/or fire suppression plans so that their designs are consistent.
115. At least fourteen calendar days prior to commencing construction, the applicant's civil engineer shall prepare and provide product material submittals consistent with the water improvement plans for all proposed public water system facilities to the Water Division per the City of Orange General Water Construction Notes for review and approval.
116. Prior to certificate of occupancy issuance, the applicant shall furnish and install individual pressure regulators on new services where the incoming pressure exceeds eighty-pounds per square inch.

*Public Works Department, Water Quality Section:*

117. Prior to grading permit issuance, the applicant shall submit a Priority Project WQMP for review and approval to the Public Works Department that:
  - a. Prioritizes the use of Low Impact Development principles as follows: preserves natural features; minimizes runoff and reduces impervious surfaces; and utilizes infiltration of runoff as the method of pollutant treatment. Infiltration BMPs to be considered include the use of permeable materials such as concrete and concrete pavers, infiltration trenches, infiltration planters, and other infiltration BMPs as applicable,
  - b. Incorporates the applicable Site Design, Routine Source, Structural Control and Low Impact BMPs as defined in the Model Water Quality Management Plan and Technical Guidance Document,
  - c. Maintains the hydrologic characteristics of the site by matching time of concentration, runoff, velocity, volume and hydrograph for a 2-year storm event,
  - d. Minimizes the potential increase in downstream erosion and avoids downstream impacts to physical structures, aquatic and riparian habitat,

- e. Generally describes the long-term operation and maintenance requirements for structural and Treatment Control BMPs,
  - f. Identifies the entity or employees that will be responsible for long-term operation, maintenance, repair and or replacement of the structural and Treatment Control BMPs and the training that qualifies them to operate and maintain the BMPs,
  - g. Describes the mechanism for funding the long-term operation and maintenance of all structural and Treatment Control BMPs,
  - h. Includes a copy of the forms to be used in conducting maintenance and inspection activities,
  - i. Meets recordkeeping requirements (forms to be kept for 5 years),
  - j. Includes a copy of the form to be submitted annually by the project owner to the Public Works Department that certifies that the project's structural and treatment BMPs are being inspected and maintained in accordance with the project's WQMP.
118. Prior to the certificate of occupancy issuance, the applicant shall demonstrate the following to the Public Works Department:
- a. That all structural and treatment control best management practices (BMPs) described in the Project WQMP have been constructed and installed in conformance with the approved plans and specifications,
  - b. That the applicant is prepared to implement all non-structural BMPs described in the Project WQMP,
  - c. That an adequate number of copies of the project's approved final Project WQMP are available for the future occupiers.
119. Prior to certificate of occupancy issuance or final signoff by the Public Works Department, the applicant shall demonstrate to the satisfaction of Public Works, that the preparer of the WQMP has reviewed the BMP maintenance requirements in Section V of the WQMP with the responsible person and that a copy of the WQMP has been provided to that person. A certification letter from the WQMP preparer may be used to satisfy this condition.
120. Prior to building permit issuance, the applicant shall review the approved Water Quality Management Plan (WQMP) and grading plan to ensure the structure's downspouts or drainage outlet locations are consistent with those documents. Copies of the building or architectural plans specifically showing the downspouts and drainage outlets shall be submitted to the Public Works Department for review.
121. The project applicant shall maintain all structural, treatment and low impact development BMPs at the frequency specified in the approved WQMP. Upon transfer of ownership or management responsibilities for the project site, the applicant shall notify the City of Orange Public Works Department of the new person(s) or entity responsible for maintenance of the BMPs.

122. Prior to the grading permit issuance (including, as appropriate: clearing, grubbing, surface mining, or paving permits), the applicant shall demonstrate that coverage has been obtained under the State's General Permit for Stormwater Discharges Associated with Construction Activity (Construction General Permit) by providing a copy of the Notice of Intent (NOI) submitted to the State Water Resources Control Board and a copy of the subsequent notification of the issuance of a Waste Discharge Identification (WDID) Number or other proof of filing. A copy of the SWPPP required by the General Permit shall be kept at the project site and be available for review by City representatives upon request.
123. Prior to City approval of the landscape plans, the applicant shall review the approved Water Quality Management Plan and ensure the proposed landscape plans are consistent with the project grading plans. The plans must show any proposed storm water treatment Best Management Practices such as bioretention planters, drywells, permeable pavers, or any other proposed surface water quality BMPs.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2025

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Daniel R. Slater, Mayor, City of Orange

**ATTEST:**

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Pamela Coleman, City Clerk, City of Orange

**APPROVED AS TO FORM:**

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Wayne W. Winthers  
Interim City Attorney, City of Orange

STATE OF CALIFORNIA    )  
COUNTY OF ORANGE     )  
CITY OF ORANGE         )

I, PAMELA COLEMAN, City Clerk of the City of Orange, California, do hereby certify that the foregoing Resolution was duly and regularly adopted by the City Council of the City of

Orange at a regular meeting thereof held on the \_\_\_\_ day of \_\_\_\_\_, 2025 by the following vote:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

---

Pamela Coleman, City Clerk, City of Orange



## EXHIBIT A

The Land referred to herein below is situated in the City of Orange, County of Orange, State of California, and is described as follows:

### PARCEL 1:

THAT PORTION OF THE LAND ALLOTTED TO A. SEBASTIAN VAN DECLARATION GRAAF IN DECREE OF PARTITION OF THE RANCHO SANTIAGO DE SANTA ANA, RECORDED IN CASE NO. 1192, AND ENTERED SEPTEMBER 12, 1868 IN BOOK B, PAGE 410 OF JUDGMENTS OF THE 17TH JUDICIAL DISTRICT COURT OF CALIFORNIA, IN THE CITY OF ORANGE, COUNTY OF ORANGE, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE SOUTH BOUNDARY OF SAID VAN DE GRAAF ALLOTMENT DISTANT NORTH 89°39'30" WEST 6600.00 FEET FROM THE SOUTHEAST CORNER OF SAID ALLOTMENT; THENCE NORTH 0°12'40" EAST 1320.00 FEET; THENCE NORTH 89°35'35" WEST 579.48 FEET TO THE EAST LINE OF LAND DESCRIBED IN DEED RECORDED IN BOOK 1161, PAGE 547 OF OFFICIAL RECORDS; THENCE ALONG SAID EAST LINES SOUTH 0°12'40" WEST 1320.66 FEET TO THE SOUTH BOUNDARY OF SAID ALLOTMENT; THENCE SOUTH 89°39'30" EAST 579.48 FEET ALONG SAID SOUTH BOUNDARY TO THE POINT OF BEGINNING.

EXCEPTING THAT PORTION LYING EASTERLY OF THE EASTERLY LINE AND THE SOUTHERLY PROLONGATION THEREOF, OF THE LAND SHOWN ON A MAP FILED IN BOOK 32, PAGE 25 OF RECORDS OF SURVEY, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

ALSO EXCEPTING THAT PORTION INCLUDED WITHIN THE FOLLOWING DESCRIBED LINES:

BEGINNING AT THE INTERSECTION OF THE CENTER LINE OF COLLINS AVENUE, 60.00 FEET WIDE, WITH THE SOUTHERLY PROLONGATION OF THE EASTERLY LINE OF THE 5.075 ACRE PARCEL OF LAND SHOWN ON A MAP FILED IN BOOK 32, PAGE 25 OF RECORDS OF SURVEY, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, SAID EASTERLY LINE BEING ALSO THE WESTERLY LINE OF THE ATCHISON, TOPEKA AND SANTA FE RAILWAY COMPANY RIGHT-OF-WAY AS DESCRIBED IN THE DEED TO SAID RAILWAY COMPANY, RECORDED MAY 19, 1959 AS INSTRUMENT NO. 78387, IN BOOK 4719, PAGE 405 OF OFFICIAL RECORDS; THENCE ALONG SAID CENTER LINE NORTH 89°39'30" WEST 549.21 FEET; THENCE NORTH 0°12'40" EAST 506.00 FEET PARALLEL WITH SAID WESTERLY LINE; THENCE SOUTH 89°39'30" EAST 550.07 FEET PARALLEL WITH SAID CENTER LINE TO SAID WESTERLY LINE; THENCE SOUTH 0°18'30" WEST 506.09 FEET ALONG SAID WESTERLY LINE TO THE POINT OF BEGINNING.

ALSO EXCEPT THEREFROM THAT PORTION DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE SOUTH LINE OF SAID ALLOTMENT, NORTH 89°45'00" WEST 7179.48 FEET FROM THE SOUTHEAST CORNER OF SAID ALLOTMENT AS PER MAP RECORDED IN BOOK 4, PAGE 440 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF LOS ANGELES COUNTY, CALIFORNIA; THENCE NORTH 0°11'00" EAST 1320.66 FEET TO A POINT ON THE CENTERLINE OF STRUCK AVENUE AS ESTABLISHED BY THE DEED RECORDED MAY 13, 1965 AS INSTRUMENT NO. 9517, IN BOOK 7518, PAGE 808 OF OFFICIAL RECORDS, SAID POINT ALSO BEING THE NORTHWEST CORNER OF THE PROPERTY CONVEYED TO THE PLASTIC AND REALTY PROPERTIES COMPANY BY DEED RECORDED NOVEMBER 15, 1974 AS INSTRUMENT NO. 13043, IN BOOK 11288, PAGE 672 OF OFFICIAL RECORDS, AND SAID POINT IS HEREAFTER REFERRED TO AS THE TRUE POINT OF BEGINNING; THENCE FROM SAID TRUE POINT OF BEGINNING, SOUTH 89°43'00" EAST 467.86 FEET ALONG THE NORTH LINE OF THE PLASTIC AND REALTY PROPERTIES COMPANY LAND AS ESTABLISHED IN THE ABOVE MENTIONED DOCUMENT, TO A POINT OF CUSP WITH A NON-TANGENT CURVE CONCAVE NORTHERLY, HAVING A RADIUS OF 60.00 FEET, A RADIAL LINE THROUGH SAID POINT BEARS SOUTH 89°43'00" EAST; THENCE SOUTHERLY AND SOUTHWESTERLY

ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 133°20'30" AN ARC DISTANCE OF 139.64 FEET TO A POINT ON A TANGENT CURVE, CONCAVE SOUTHERLY HAVING A RADIUS OF 50.00 FEET; THENCE NORTHERLY AND NORTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 43°20'30" AN ARC DISTANCE OF 37.82 FEET; THENCE TANGENT TO SAID CURVE NORTH 89°43'00" WEST 332.31 FEET; THENCE NORTH 0°11'00" EAST 30.00 FEET TO THE TRUE POINT OF BEGINNING, AS CONVEYED TO THE CITY OF ORANGE BY DEED RECORDED FEBRUARY 24, 1975 AS INSTRUMENT NO. 14940, IN BOOK 11345, PAGE 24 OF OFFICIAL RECORDS.

PARCEL 2:

A NON-EXCLUSIVE EASEMENT FOR SPECIFIC PURPOSES OF LAYING, OR CAUSING TO BE LAID, GAS, WATER, STORM DRAIN, AND SEWER PIPES AND MAINS AND CONDUITS AT LEAST 18 INCHES OR MORE UNDER, AND THROUGH THE WESTERLY 10 FEET OF THE FOLLOWING DESCRIBED LAND AS PERMITTED BY THE DEPARTMENT OF PUBLIC WORKS OF THE CITY OF ORANGE, TOGETHER WITH THE RIGHT OF ACCESS TO SAID GAS, WATER, STORM DRAIN, AND SEWER LINES FOR THE PURPOSES OF INSTALLATION, INSPECTION, ALTERATION, REPAIR, REPLACEMENT OR OTHER RELATED ACTIVITY, UPON THE CONDITIONS SET FORTH IN THAT CERTAIN DEED AND GRANT OF EASEMENT DATED OCTOBER 15, 1974, EXECUTED BY WILLIAM C. LAZIER AND OTHERS, RECORDED NOVEMBER 15, 1974 AS INSTRUMENT NO. 13043, IN BOOK 11288, PAGE 672 OF OFFICIAL RECORDS.

THAT PORTION OF THE LAND ALLOTTED TO A. SEBASTIAN VAN DE GRAAF, IN DECREE OF PARTITION OF THE RANCHO SANTIAGO DE SANTA ANA, RENDERED IN CASE NO. 1192 AND ENTERED SEPTEMBER 12, 1968 IN BOOK B, PAGE 410 OF JUDGMENTS OF THE 17TH JUDICIAL DISTRICT COURT OF CALIFORNIA, DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE CENTER LINE OF COLLINS AVENUE, 60.00 FEET WIDE, THE SOUTHERLY PROLONGATION OF THE EASTERLY LINE OF THE 5.075 ACRE PARCEL OF LAND SHOWN ON A MAP FILED IN BOOK 32, PAGE 25 OF RECORDS OF SURVEY, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, SAID EASTERLY LINE BEING ALSO THE WESTERLY LINE OF THE ATCHISON, TOPEKA AND SANTA FEY RAILWAY COMPANY RIGHT-OF-WAY AS DESCRIBED IN THE DEED TO SAID RAILWAY COMPANY, RECORDED MAY 19, 1959 AS INSTRUMENT NO. 78387, IN BOOK 4719, PAGE 405 OF OFFICIAL RECORDS; THENCE ALONG SAID CENTER LINE NORTH 89°39'30" WEST 549.21 FEET; THENCE NORTH 0°12'40" EAST 506.00 FEET PARALLEL WITH SAID WESTERLY LINE; THENCE SOUTH 89°39'30" EAST 550.07 FEET PARALLEL WITH SAID CENTER LINE TO SAID WESTERLY LINE; THENCE SOUTH 0°18'30" WEST 506.00 FEET ALONG SAID WESTERLY LINE TO THE POINT OF BEGINNING.

EXCEPTING THEREFROM THE SOUTHERLY 40.00 FEET AS DESCRIBED IN THE DEED TO THE CITY OF ORANGE, RECORDED JUNE 30, 1970 AS INSTRUMENT NO. 20711, IN BOOK 9361, PAGE 347 OF OFFICIAL RECORDS OF SAID COUNTY.

ALSO EXCEPTING THERE FROM THE FOLLOWING:

BEGINNING AT A POINT ON THE SOUTH LINE OF SAID ALLOTMENT, NORTH 89°45'00" WEST 7179.48 FEET FROM THE SOUTHEAST CORNER OF SAID ALLOTMENT AS PER MAP RECORDED IN BOOK 4, PAGE 440 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF LOS ANGELES COUNTY, CALIFORNIA; THENCE NORTH 0°11'00" EAST 1320.66 FEET TO A POINT ON THE CENTERLINE OF STRUCK AVENUE AS ESTABLISHED BY THE DEED RECORDED MAY 13, 1965 AS INSTRUMENT NO. 9517, IN BOOK 7518, PAGE 808 OF OFFICIAL RECORDS, SAID POINT ALSO BEING THE NORTHWEST CORNER OF THE PROPERTY CONVEYED TO THE PLASTIC AND REALTY PROPERTIES COMPANY BY DEED RECORDED NOVEMBER 15, 1974 AS INSTRUMENT NO. 13043, IN BOOK 11288, PAGE 672 OF OFFICIAL RECORDS, AND SAID POINT IS HEREAFTER REFERRED TO AS THE TRUE POINT OF BEGINNING; THENCE FROM SAID TRUE POINT OF BEGINNING, SOUTH 89°43'00" EAST 467.86 FEET ALONG THE NORTH LINE OF THE PLASTIC AND REALTY PROPERTIES COMPANY LAND AS ESTABLISHED IN THE ABOVE MENTIONED DOCUMENT, TO A POINT OF CUSP WITH A NON-TANGENT CURVE CONCAVE NORTHERLY, HAVING A RADIUS OF 60.00 FEET, A RADIAL LINE

THROUGH SAID POINT BEARS SOUTH 89°43'00" EAST; THENCE SOUTHERLY AND SOUTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 133°20'30" AN ARC DISTANCE OF 139.64 FEET TO A POINT ON A TANGENT CURVE, CONCAVE SOUTHERLY HAVING A RADIUS OF 50.00 FEET; THENCE NORTHERLY AND NORTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 43°20'30" AN ARC DISTANCE OF 37.82 FEET; THENCE TANGENT TO SAID CURVE NORTH 89°43'00" WEST 332.31 FEET; THENCE NORTH 0°11'00" EAST 30.00 FEET TO THE TRUE POINT OF BEGINNING, AS CONVEYED TO THE CITY OF ORANGE BY DEED RECORDED FEBRUARY 24, 1975 AS INSTRUMENT NO. 14940, IN BOOK 11345, PAGE 24 OF OFFICIAL RECORDS.

PARCEL 3:

A NON-EXCLUSIVE EASEMENT FOR INGRESS AND EGRESS ON AND OVER THE WESTERLY 20 FEET OF PARCEL 2 OF PARCEL MAP NO. 84-757, IN THE CITY OF ORANGE, AS SHOWN ON A MAP FILED IN BOOK 194, PAGES 5 AND 6 OF PARCEL MAPS, AS SET FORTH IN THAT CERTAIN DEED AND GRANT OF EASEMENT RECORDED APRIL 05, 1985 AS INSTRUMENT NO. 85-121284 OF OFFICIAL RECORDS OF THE COUNTY OF ORANGE.

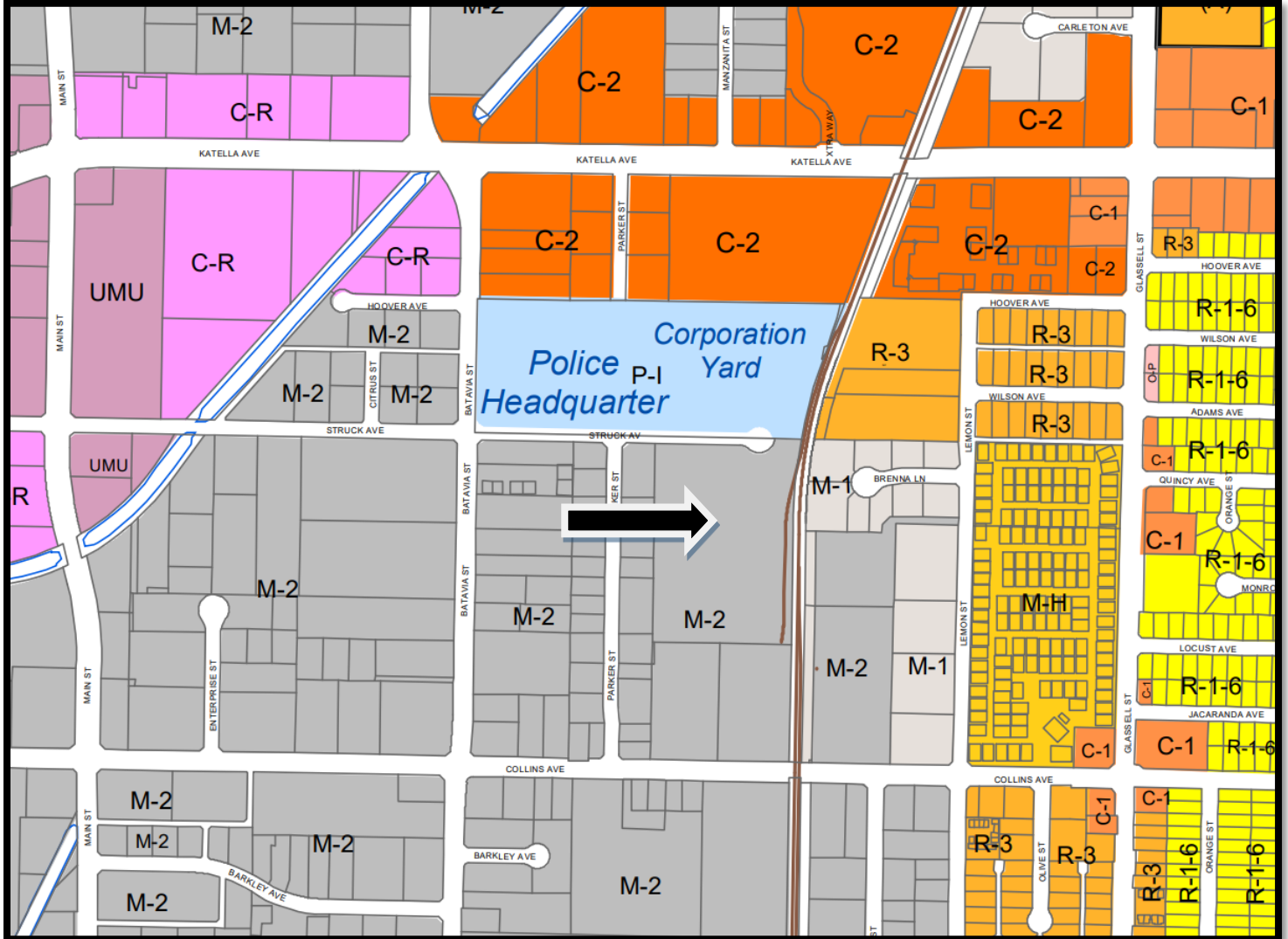
PARCEL 4:

A NON-EXCLUSIVE EASEMENT FOR THE PLACEMENT AND INSTALLATION OF UTILITIES ON, IN AND OVER THE WESTERLY 10 FEET OF PARCEL 2 OF PARCEL MAP NO. 84-757, IN THE CITY OF ORANGE, AS SHOWN ON A MAP FILED IN BOOK 194, PAGES 5 AND 6 OF PARCEL MAPS, AS SET FORTH IN THAT CERTAIN DEED AND GRANT OF EASEMENT RECORDED APRIL 05, 1985 AS INSTRUMENT NO. 85-121284 OF OFFICIAL RECORDS OF THE COUNTY OF ORANGE.

APN: FOR CONVEYANCING PURPOSES ONLY: 375-331-04

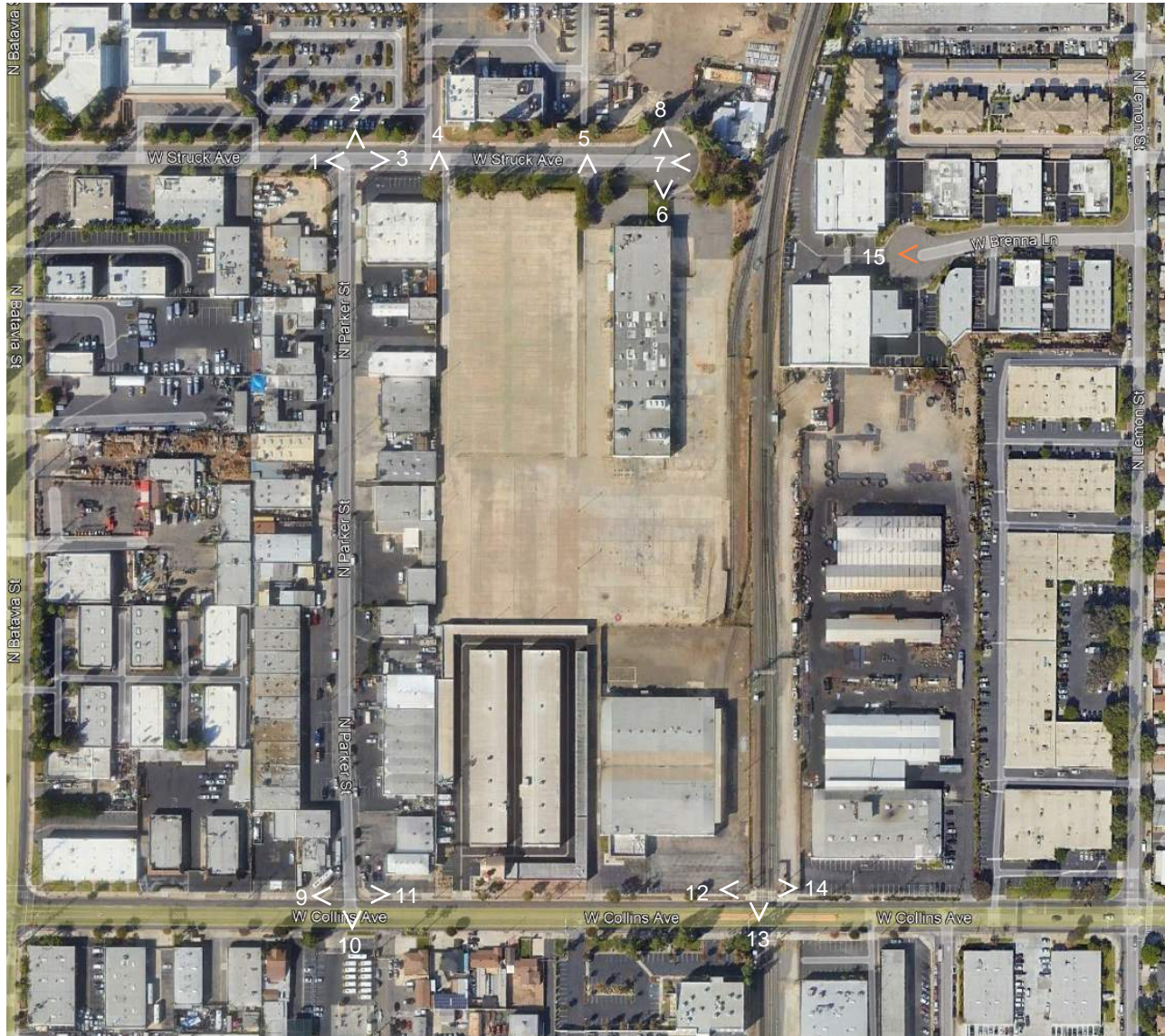
# Vicinity Map

CUP No. 3221, MJSP No. 1166, DRC No. 5140, ENV No. 1889  
Prologis Warehouse Project  
534 W. Struck Avenue



City of Orange  
Community Development Department

# HPA



HPA, Inc. ■ Tel: 949.863.1770 ■ email: [hpa@hparchs.com](mailto:hpa@hparchs.com)



# ■ HPA



1

Facing West on Struck Avenue

HPA, Inc. ■ Tel: 949.863.1770 ■ email: [hpa@hparchs.com](mailto:hpa@hparchs.com)

# HPA



2

Facing North-West on Struck Avenue

HPA, Inc. ■ Tel: 949.863.1770 ■ email: [hpa@hparchs.com](mailto:hpa@hparchs.com)



# HPA



3

Facing North-East on Struck Avenue

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# HPA



4

Facing North on Struck Avenue

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# HPA



5

Facing North on Struck Avenue

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# ■ HPA



6

Facing South on Struck Avenue at Cul-De-Sac

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# HPA



7

Facing West on Struck Avenue at Cul-De-Sac



# ■ HPA



8

Facing Norht on Struck Avenue at Cul-De-Sac

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# HPA



9

Facing West on Collins Avenue and Parker Avenue

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10

Facing South on Collins Avenue and Parker Avenue

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# HPA



11

Facing South-East on Collins Avenue and Parker Avenue

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# HPA



12

Facing West on Collins Avenue at Rail road



13

Facing South on Collins Avenue at Rail road



# HPA



14

Facing East on Collins Avenue at Rail road

# HPA



15

Facing West on Brenna Lane

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# ATTACHMENT 7

Final EIR No. 1870-20 Technical Appendices is available for review in the City Clerk's Office.



# Agenda Item

## Design Review Committee

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**Item #:** 4.1.

**5/7/2025**

**File #:** 24-0687

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**TO:** Chair and Members of the Design Review Committee

**THRU:** Chad Ortlieb, Principal Planner

**FROM:** Monique Schwartz, Senior Planner

### 1. SUBJECT

A proposal to construct a new 213,572-square-foot warehouse facility at 534 W. Struck Avenue (Design Review No. 5140).

### 2. SUMMARY

The applicant proposes to redevelop an existing 9.98-acre industrial site with a 213,572- square-foot warehouse facility, a 450-square-foot detached pump house, truck yard, surface parking, landscaping, and related site improvements.

### 3. RECOMMENDED ACTION

Recommendation of approval to the Planning Commission.

### 4. PROJECT INFORMATION

Applicant/Owner: Prologis, Maggie Xu

Property Location: 534 W. Struck Avenue

General Plan Designation: Light Industrial, Max 1.0 Floor Area Ratio, Three-Story Height Limit (LI)

Zoning Classification: Industrial (M-2)

Existing Development: 40,000 square foot manufacturing facility, surface parking lot, landscaping, and private railroad spur located on the east side of the site.

Associated Applications: Conditional Use Permit No. 3221 (CUP No. 3221-24), Major Site Plan Review No. 1166 (MNSP No. 1166-24), and Environmental Review No. 1889 (ENV No. 1889-24), an addendum to Certified Environmental Impact Report No. 1870-20 (EIR No. 1870-20) (SCH No. 2021090399)

Previous DRC Project Review: None for this warehouse project.

### 5. PROJECT DESCRIPTION

### Background

On August 22, 2023, the City Council approved Resolution No. 11487, approving Conditional Use Permit No. 3137-21 (CUP No. 3137-21), Major Site Plan Review No. 1039-21 (MJSP No. 1039-21), Design Review No. 5028-21 (DRC No. 5028-21), and Environmental Impact Report No. 1870-20 (EIR No. 1870-20) [State Clearinghouse (SCH) No. 2021090399] for the demolition of an existing 40,000-square-foot manufacturing facility and construction of a 57,900-square-foot truck terminal that included 52,900 square feet of warehouse space, 5,000 square feet of office space, and a 5,400-square-foot accessory maintenance building. Subsequent to project approval, the applicant determined that a truck terminal was no longer in line with current market demands and decided to pursue new entitlements for a warehouse facility.

### Proposed Project

The applicant proposes to demolish an existing 40,000-square-foot manufacturing facility and remove an unused Burlington Northern & Santa Fe railroad spur located on the east side of the site in order to redevelop the property with a new 213,572-square-foot warehouse (199,572 square feet of warehouse space and 14,000 square feet of office space), 450-square-foot detached pump house, truck yard, surface parking, landscaping, and related site improvements (See Attachment 8 Project Plans).

The proposed warehouse building is situated towards the center of the site. The east side of the building is inset from the east property line to accommodate a truck loading dock with 27 overhead sectional doors, two delivery doors, and 45 trailer parking spaces.

Although the building is undivided, it has been designed to accommodate two potential tenants. Main entrances are located at both the northwest and southwest corners of the building. The interior of the building will be configured with office area, restrooms, break rooms, conference rooms and a large warehouse on the first floor, and office area and restrooms on the second floor.

Below are the floor plan square footage breakdowns:

<b>Floor Plans</b>	<b>Office (Square Feet)</b>	<b>Warehouse (Square Feet)</b>	<b>Total Building Area (Square Feet)</b>
Floor 1	Northwest Corner: 3,500 Southwest Corner: 3,500	199,572	206,572
Floor 2	Northwest Corner: 3,500 Southwest Corner: 3,500		7,000
Total	14,000	199,572	213,572

### Site Access and Parking

Access to the project site is provided by three two-way driveways located along Struck Avenue.

These driveways connect to interior driveaisles that lead to 108 open parking spaces and two company owned vehicle spaces located in the gated truck yard, for a total of 110 parking spaces. In addition, 45 trailer parking spaces are located along the east property line in the gated truck yard.

Pedestrian access to the building is provided along the north, east, and west sides of the building, and pedestrian gates are located at the truck yard gated entries on the northeast side and southeast corner of the building.

#### Building Architecture

The project features a contemporary architectural style that reflects current trends in industrial development. Arcitectual features include 45-foot-tall flat roof lines, varied rectangular windows, enhanced corner detailing at the main entrances at the northwest and southwest corners, and at the northeast corner, horizontal and vertical reveals, and geometric scoring accent details. The use of a variety of exterior building materials also contribute to this distinctive architectural style, including concrete tilt-up wall panels in a painted finish, black anodized aluminum storefront systems, green reflective glazing, painted metal canopies at main entrances, painted sectional roll-up loading dock doors, and painted hollow metal building access doors. The building will incorporate a coordinated color scheme in contrasting shades of gray and white (Attachment 8, Sheets DAB-A3.1 - DAB-A3.2 Elevations).

#### Accessory Structures

A 14-foot tall, 450-square-foot detached pump house used for water supply and drainage purposes will be located north of the vehicle access gates adjacent to the northeast corner of the building. A trash enclosure, designed to current City regulations regarding solid waste (trash, recycling, and organics) will be attached to the west side of this building. The combination pump house and trash enclosure will incorporate similar design features and matching colors and materials as the warehouse building, including simple rectangular design, painted concrete tilt-up panels, and painted metal gates and access doors. A corrugated metal roof is proposed over the trash enclosure.

A second concrete tilt-up trash enclosure is proposed on the east side of the warehouse building adjacent to the southeast corner. This trash enclosure will be compliant with City regulations and will consist of similar design, materials, and colors as the trash enclosure attached to the pump house.

#### Streetscape and Landscaping

The existing project frontage does not include a sidewalk along Struck Avenue. The applicant is proposing the construction of a 6-foot-wide sidewalk along the entire property frontage that will connect to the existing sidewalk at the terminus of the Struck Avenue cul-de-sac. The Public Works Department does not require the installation of street trees due to the width of the new sidewalk.

The existing site has many mature trees, primarily along the property frontage; however, 52 trees will be removed to accommodate the project.

The Landscape Plans illustrate the proposed landscape palette for the project. The project incorporates a variety of water efficient plant material along the street frontage and at the building foundation as seen from the public right-of-way, including Italian Cypress, Magnolia, Canary Island Pine, Blue Palo Verde, and Chinese Pistache trees as well as a mix of shrubs and groundcover,



including Dwarf Bottle Brush, Silverleaf Cassia, Indian Hawthorn, Star Jasmine, and Yellow Lantana.

The project interior will include Brisbane Box trees along the west and south property lines, and Magnolia, Canary Island Pine, and Chinese Pistache trees in the parking areas. Similar groupings of shrubs and ground cover are also proposed. There is no landscaping proposed along the east property line that borders the existing railroad right-of-way.

Project hardscape includes concrete walkways in a medium broom finish, and decorative paving at the three driveway entries.

A total of 165 new trees are proposed for the project site, which is consistent with the City's benchmark tree calculation.

### Fences/Walls

Attachment 8, Sheets DAB-A1.1FE and DAB-A4.1 illustrate proposed fencing/walls for the project. All existing perimeter fencing will be removed. New six-foot-tall open wrought iron fencing is proposed along the north, and east property lines, while eight-foot-tall open wrought iron fencing is proposed along the west and south property lines. No vehicle access gates are proposed at the three driveway entries off Struck Avenue. There will be a new 14-foot-tall screen wall with eight-foot-tall metal sliding vehicle access gates located at the entrance to the truck yard adjacent to the northeast corner of the building, and eight-foot-tall metal fencing with swinging vehicle access gates located at the southeast corner of the building. The proposed wall and vehicle gates provide secured access and screening to the truck yard and loading dock area.

### Lighting

Attachment 8, Sheets DAB-A1.3 - DAB-A1.4 include the fixture designs for the project. Wall mounted LED light fixtures are proposed on all building elevations, including at the two main building entrances. The fixture styles are contemporary and compatible with the architecture of the building. Pole-mounted LED parking lot and drive aisle lighting are also proposed for safety and security purposes. These fixtures will have shields directed downward to prevent off-site light spillage.

### Signage

Conceptual signage is included for illustrative purposes and is not part of this project proposal. A monument sign is proposed along the property frontage at the west driveway entrance and wall signage is proposed on the west elevation. All signage will conform with the City's sign regulations.

## **6. EXISTING SITE**

The 9.98-acre site is located on the south side of Struck Avenue, and west of the Orange County Transportation Authority/Southern California Regional Rail Authority (OCTA/SCRRA) railroad. The site is currently developed with a vacant 40,000 square foot concrete tilt-up building and parking lot that was formerly occupied until the end of 2020 by Nursery Supplies, Inc., which was a manufacturer of plastic nursery planting pots. The site is accessed by three two-way driveways along Struck Avenue. The site contains ornamental landscaping along the site's frontage. In addition, there is an existing private railroad track on the eastern portion of the site that connects to the OCTA/SCRRA railroad

track.

## 7. EXISTING AREA CONTEXT

The surrounding properties display an urban and industrial character like the project site.

To the north of the project site is West Struck Avenue and public facility uses, including the City of Orange Public Works Department Corporation Yard, The HUB Resource Center, and a recently constructed affordable multi-family apartment development called Valencia Garden Apartments. To the south and west are industrial and commercial uses. To the east is the OCTA/SCRRA railroad and industrial and light industrial uses including a storage yard containing various vehicles and storage facilities.

## 8. ANALYSIS OF THE PROJECT

The project site is located in an urbanized area of the City surrounded by industrial and commercial uses. There are no specific design standards applicable to this site. The proposed contemporary project design and scale complement the eclectic character of the area and the landscaping provides the project frontages with a hierarchy of plant material that soften the building mass and scale. Overall, the proposed project presents an integrated design that provides a renewed, updated, and improved appearance to the site and to the surrounding community. The project is compliant with the Development Standards of the Industrial (M-2) zone as illustrated in the Industrial Development Summary Table included in Attachment 8, Sheet DAB-A0.1. Staff has not identified any issues associated with the use or development.

## 9. ADVISORY BOARD RECOMMENDATION

The City's interdepartmental Staff Review Committee (SRC) conducted reviews of the project on June 5, 2024, August 14, 2024, and on October 10, 2024. On January 15, 2025, SRC recommended that the project proceed to the Design Review Committee (DRC).

## 10. PUBLIC NOTICE

On April 24, 2025, the City sent a DRC Public Meeting Notice for the May 7, 2025, DRC meeting to 249 property owners and tenants within a 300-foot radius of the project site. The project site was posted in two locations with the notification on that same date.

## 11. ENVIRONMENTAL REVIEW

### Previous Truck Terminal Project

On August 22, 2023, the City Council approved Resolution No. 11487 certifying Final EIR No. 1870-20 [State Clearinghouse (SCH) No. 2021090399], adopting a Mitigation Monitoring and Reporting Program and Findings of Fact; and approving CUP No. 3137-21, MJSP No. 1039-21, and DRC No. 5028-21. The 2023 Certified EIR and its technical appendices are attached for reference (Attachments 3 - 5). The 2023 Certified EIR concluded that the truck terminal project would not result in any significant and unavoidable environmental impacts. Project-level mitigation measures were required to reduce potentially significant impacts to levels considered less than significant for the following topical issues: Biological Resources (due to the potential to impact nesting migratory birds protected by the MBTA and California Fish and Game Code); Cultural Resources (due to the

potential to encounter buried archaeological resources); Geology and Soils (due to the potential to encounter buried paleontological resources); Hazards and Hazardous Materials (due to the potential to uncover contaminated soils); and Tribal Cultural Resources (due to the potential to encounter buried tribal cultural resources).

### Proposed Warehouse Project

ENV No. 1889 (SCH No. 2021090399), an addendum to Certified EIR No. 1870-20 (Attachments 6 - 7) was prepared for the current warehouse project. The purpose of the Addendum is to evaluate the potential environmental impacts of the proposed project. In accordance with the California Environmental Quality Act (CEQA), the Addendum analyzes the warehouse project and demonstrates that all potential environmental impacts associated with the project at buildout would be within the envelope of impacts already evaluated in the 2023 Certified EIR. Accordingly, this Addendum provides an analysis of the revised project and verification that the revised project will not result in any new, increased or substantially different impacts, other than those previously considered and addressed in the 2023 Certified EIR. Public review of the Addendum is not required.

## **12. STAFF RECOMMENDATION AND REQUIRED FINDINGS**

Findings for DRC applications come from four sources:

- The Orange Municipal Code
- The Infill Residential Design Guidelines
- The Historic Preservation Design Standards for Old Towne (commonly referred to the Old Towne Design Standards or OTDS)
- Orange Eichler Design Standards (or OEDS)

The Findings are applied as appropriate to each project. Based on the following Findings and statements in support of such Findings, staff recommends the DRC recommend approval of the project with recommended conditions.

- The project design upholds community aesthetics through the use of an internally consistent, integrated design theme and is consistent with all adopted specific plans, applicable design standards, and their required findings (OMC 17.10.07.G.3).

The proposed project complies with the Orange Municipal Code, including, but not limited to the industrial development standards, parking, and landscape standards. The project is appropriate for the location and for the site. The consistent architectural design of the building and accessory structures, including colors and materials, brings a contemporary aesthetic to an area that is characterized by an eclectic mix of industrial, commercial, and multi-family residential development. The proposed landscaping provides the project frontage with flowering trees, shrubs, and accent foliage that soften the building height and massing as seen from the public right-of-way, and provides an appealing pedestrian environment between the project and surrounding uses. The project presents an internally consistent and integrated design theme that upholds community aesthetics. The project as proposed will generally provide positive improvements to the vacant site. There are no specific plans or design standards that are applicable to this site.

### 13. CONDITIONS

The approval of this project is subject to the following conditions:

1. The project shall conform in substance and be maintained in general conformance with approved plans.
2. This project is approved as a precise plan. All work shall conform in substance and be maintained in general conformance with the plans (date stamped received April 16, 2025, and in the project case file), including modifications required by the conditions of approval, and as recommended for approval by the Design Review Committee. After the application has been approved, if changes are proposed regarding the location or alteration of any use or structure, a changed plan may be submitted to the Community Development Director for approval. If the Community Development Director determines that the proposed change complies with the provisions and the spirit and intent of the approval action, and that the action would have been the same for the changed plan as for the approved plan, the Community Development Director may approve the changed plan without requiring a new public meeting. If the Community Development Director determines that any proposed change is substantial, he may refer the plans to the Design Review Committee for subsequent review and determination.
3. The applicant agrees, as a condition of City's approval of Conditional Use Permit No. 3221-24, Major Site Plan Review No. 1166-24, Design Review No. 5140-24, Environmental Review No. 1889, an Addendum to Certified Environmental Impact Report No 1870-20 (SCH No. 2021090399), to indemnify, defend, and hold harmless, at applicant's expense, the City, its officers, agents, and employees ("City") from and against any claim, action or proceeding brought against the City, including, but not limited to, any claim, action or proceeding commenced within the time period provided in Government Code Section 66499.37 to attack, review, set aside, void or annul the City's approval, to challenge the determination made by the City under the California Environmental Quality Act ("CEQA") or to challenge the reasonableness, legality or validity of any condition attached hereto. City shall promptly notify applicant of any such claim, action or proceeding to which the City receives notice and to cooperate fully with the applicant in the defense thereof. Applicant shall reimburse the City for any and all costs and expenses, including, but not limited to, court costs and attorney's fees that the City may be required to pay, including any expenses ordered by a court or expenses incurred through the Office of the City Attorney in connection with said claim, action or proceeding. City may, in its sole discretion, participate in the defense of any claim, action or proceeding but such participation shall not relieve applicant of the obligations of this condition. In the event the applicant is required to defend City in connection with such claim, action or proceeding, City shall have the right to approve counsel to so defend the City, approve all significant decisions concerning the manner in which the defense is conducted and approve any all settlements, which approval(s) shall not be unreasonably withheld. The obligations set forth herein remain in full force and effect throughout all stages of litigation including any and all appeals of any lower court judgment rendered in the proceeding. Further, applicant agrees to indemnify, defend and hold harmless the City for all costs and expenses incurred in enforcing this provision.
4. The applicant shall comply with all federal, state, and local laws, including all City regulations.

Violation of any of those laws in connection with the use will be cause for revocation of this permit.

5. Building permits shall be obtained for all future construction work, as required by the City of Orange, Community Development Department's Building Division. Failure to obtain the required building permits will be cause for revocation of this permit.
6. All signage shall comply with Chapter 17.36 Sign Regulations of the Orange Municipal Code. Project signage shall be subject to Community Development Director approval.
7. If use or construction is not commenced, project approval expires twenty-four months from the approval date. Extensions of time may be granted, if requested in writing in accordance with OMC Section 17.08.060.
8. In conjunction with construction, all activity will be limited to the hours between 7 a.m. and 8 p.m. Monday through Saturday. No construction activity will be permitted on Sundays and Federal holidays.
9. These conditions shall be reprinted on the second page of the construction documents when submitted to the Building Division for the plan check process.
10. Any graffiti shall be removed within 72 hours from applicant/property owner's receipt of the City's notification. Notification shall be deemed received if sent by certified mail to the address last provided by the applicant/property owner.
11. Any new lighting on the premise shall be installed in such a way to direct, control, and screen the lighting to prevent off site light spillage onto adjoining properties and shall not be a nuisance to any point beyond the exterior boundaries of the property.
12. Prior to issuance of Certificate of Occupancy, the applicant shall schedule a light reading inspection with the Crime Prevention Bureau. The lighting shall be tested and confirmed to determine if the lighting meets or exceeds the exterior boundary standards. The applicant shall use shielding so as to ensure that the light standards meet the requirements of OMC Section 17.12.030 for areas beyond the property's exterior boundaries; light spillage or pollution to surrounding residential areas shall not exceed a maintained minimum of 0.5 foot-candle.
13. Prior to building permit issuance, the applicant shall demonstrate to the satisfaction of the Community Development Director that all mechanical and air conditioning equipment shall be shielded and screened from view from adjacent streets and properties. The screening shall be integrated architecturally with the building and painted to match the walls of the building.
14. Plans submitted for Building Plan Check shall comply with the California Fire Code as amended by the City and as frequently amended and in effect at the time of application for Building Permit.
15. Prior to building permit issuance, final landscaping plans for the project shall be designed to

comply with the City's Water Efficient Landscape Guidelines as described in Section IX et al of the City of Orange Landscape Standards and Specifications. The project landscape architect shall submit documentation verifying compliance with this requirement for review and approval by the Community Development Director or designee in coordination with the Public Works Director or designee.

16. Prior to building permit issuance, the applicant shall prepare a final landscaping and irrigation plan consistent with the grading plans, site plans, and the conceptual landscaping plan as proposed for the project for the review and approval of the Director of Community Development or designee in coordination with the Public Works Director or designee. Landscape and irrigation plans shall be prepared by a landscape architect. The City may require peer review of submitted landscape and irrigation plans by a separate registered landscape architect at the applicant's cost. Subsequently, upon final inspection, the City may require a separate landscape architect to verify, at the applicant's cost, that planting materials and irrigation are installed according to approved landscape plans.
17. Landscape maintenance shall be performed in such a manner as to allow all trees to retain their full canopy height for screening and full canopy breadth for shade at point of maturity, except as required for public safety purposes.
18. Prior to building permit issuance, City required irrigation and landscape inspection notes, in accordance with the City of Orange Landscape Standards and Specifications, shall be placed on the final landscape plan, to the satisfaction of the Public Works Director or designee in coordination with the Public Works Director or designee.
19. Prior to certificate of occupancy, all landscaping improvements shall be completed according to the approved plans, the City of Orange Water Efficient Landscape Guidelines, and City of Orange Landscape Standards and Specifications. The project landscape architect shall submit documentation certifying compliance with this requirement (Appendices B and E of City of Orange Landscape Standards and Specifications) for review and approval by the Community Development Director or designee, in coordination with the Public Works Director or designee.
20. The final landscape plan shall include a note that a fully automated irrigation system will be provided.
21. Prior to building permit issuance, landscape plans shall include landscape area calculations needed for State landscape water use reporting.
22. Prior to building permit issuance, a Tree Removal Permit shall be approved by the Public Works Department in accordance with the City's Tree Preservation Ordinance. A Tree Removal Permit application must include a plan depicting all of the existing on-site trees, the specifics of each tree, and the number of trees proposed for removal and replacement.

**14. ATTACHMENTS**

- Attachment 1 Vicinity Map
- Attachment 2 Existing Site Photographs
- Attachment 3 2023 Draft EIR No. 1870-20, dated March 2023
- Attachment 4 Final EIR No. 1870-20 [State Clearinghouse (SCH) No. 2021090399], dated June 28, 2023
- Attachment 5 Final EIR No. 1870-20 Technical Appendices
- Attachment 6 Addendum to Certified EIR (SCH No. 2021090399) No. 1889
- Attachment 7 Addendum to Certified EIR (SCH No. 2021090399) No. 1889 Technical Appendices
- Attachment 8 Project Plans, date stamped received April 16, 2025
- Attachment 9 Color and Material Boards; Physical Boards Provided at Meeting

**MINUTES**

**City of Orange**

**Design Review Committee**

May 07, 2025

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The Design Review Committee of the City of Orange, California convened on May 7, 2025, at 5:30 p.m. in a Regular Meeting in the Council Chamber, 300 E. Chapman Avenue, Orange, California.

**1. OPENING/CALL TO ORDER**

Vice Chair Farfan called the meeting to order at 5:30 p.m.

**1.1 PLEDGE OF ALLEGIANCE**

Committee Member McDermott led the flag salute.

**1.2 ROLL CALL**

**Present:** Farfan, McDermott, Grosse, Ledesma, Lopez, and Gladson

**Absent:** Skorpanich

**2. PUBLIC COMMENTS**

Public Speakers:

The following spoke regarding a project on Grovewood Lane:  
Laura Thomas, Laura Sandoval, and David Sandoval.

**3. CONSENT CALENDAR**

All matters listed under the Consent Calendar are considered to be routine by the Design Review Committee and will be enacted by one motion. There will be no separate discussion of said items unless members of the Design Review Committee, staff or the public request specific items removed from the Consent Calendar for separate action.

**3.1. Approval of minutes of the City of Orange Design Review Committee Regular Meeting held on April 16, 2025.**

ACTION: Approved minutes as presented.

**Approval of the Consent Calendar**

A motion was made by Committee Member McDermott, seconded by Committee Member Grosse, to approve the Consent Calendar. The motion carried by the following vote:

**Ayes:** Farfan, McDermott, Grosse, Ledesma, Lopez, and Gladson

**Noes:** None

**Absent:** Skorpanich



#### 4. NEW BUSINESS

- 4.1. A proposal to construct a new 213,572-square-foot warehouse facility at 534 W. Struck Avenue (Design Review No. 5140).

Public Speakers:

The following spoke on behalf of the project:

Maggie Xu, Applicant; Jaime Cruz, Architect; Haseeb Quershi, Environmental Specialist; Will Cochran, Landscape Architect.

A motion was made by Committee Member McDermott, seconded by Committee Member Grosse, to recommend approval of Design Review No. 5140 to the Planning Commission with the following additional conditions:

1. The Magnolia trees located at the front of the project shall be upsized to a 36-inch box size.
2. The six-foot wrought iron fencing along the north property line shall be moved from back of sidewalk to the back of trees at the edge of the parking lot.
3. The tree palette shall be revised to reflect more water efficient species for drought tolerance and security in consultation with staff.

The motion carried by the following vote:

**Ayes:** Farfan, McDermott, Grosse, Ledesma, Lopez, and Gladson

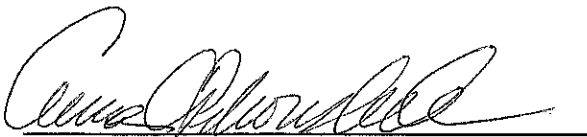
**Noes:** None

**Absent:** Skorpanich

#### 5. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:45p.m.

The next Regular Design Review Committee meeting will be held on Wednesday, May 21, 2025 at 5:30 p.m., in the Council Chamber.



Anna Pehoushek, FAICP

Assistant Director Community Development

**CONDITIONAL USE PERMIT NO. 3221  
MAJOR SITE PLAN REVIEW NO. 1166  
DESIGN REVIEW NO. 5140  
ENVIRONMENTAL REVIEW NO. 1889, ADDENDUM TO CERTIFIED  
ENVIRONMENTAL IMPACT REPORT NO. 1870-20 (SCH NO. 2021090399)**

**RESOLUTION NO. PC 09-25**

**A RESOLUTION OF THE PLANNING COMMISSION  
OF THE CITY OF ORANGE RECOMMENDING  
APPROVAL TO THE CITY COUNCIL OF  
CONDITIONAL USE PERMIT NO. 3221, MAJOR SITE  
PLAN REVIEW NO. 1166, DESIGN REVIEW NO. 5140,  
ENVIRONMENTAL REVIEW NO. 1889, ADDENDUM  
TO CERTIFIED ENVIRONMENTAL IMPACT REPORT  
NO. 1870-20 (SCH NO. 2021090399) FOR THE  
DEMOLITION OF AN EXISTING 40,000 SQUARE-FOOT  
MANUFACTURING FACILITY AND CONSTRUCTION  
OF A NEW 213,572 SQUARE-FOOT WAREHOUSE  
FACILITY THAT INCLUDES 199,572 SQUARE FEET OF  
WAREHOUSE AND 14,000 SQUARE FEET OF OFFICE  
SPACE, A 450 SQUARE-FOOT DETACHED PUMP  
ROOM, AND RELATED SITE IMPROVEMENTS,  
LOCATED AT 534 W. STRUCK AVENUE**

**APPLICANT: PROLOGIS, MAGGIE XU**

**WHEREAS**, the Planning Commission has authority per Orange Municipal Code (OMC) Sections 17.10.030.C and 17.10.060.E to make recommendations to the City Council to take action on Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) for the demolition of an existing 40,000 square-foot manufacturing facility and construction of a 213,572 square-foot warehouse facility that includes 199,572 square feet of warehouse space and 14,000 square feet of office space, a 450 square-foot detached pump room, and related site improvements, located at 534 W. Struck Avenue. OMC Section 17.08.020 establishes the Planning Commission's authority to review and make recommendations to the City Council on all of the applications for the subject Project; and

**WHEREAS**, Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) were filed by Prologis, Maggie Xu in accordance with the provisions of the OMC; and

**WHEREAS**, Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, Addendum to Certified Environmental

Impact Report No. 1870-20 (SCH No. 2021090399) were processed in the time and manner prescribed by state and local law; and

**WHEREAS**, on January 15, 2025, the City's interdepartmental Staff Review Committee completed its review of the project and recommended the applications proceed to the Design Review Committee subject to conditions; and

**WHEREAS**, on May 7, 2025, the City's Design Review Committee reviewed the Project and recommended approval with conditions to the Planning Commission by a 6-0-1 vote.

**WHEREAS**, Environmental Review No. 1889, Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) was prepared to evaluate the physical environmental impacts of the project, in conformance with the provisions of the California Environmental Quality Act (CEQA) and in conformance with the Local CEQA Guidelines; and

**WHEREAS**, the Planning Commission conducted one duly advertised public hearing on July 21, 2025, at which time interested persons had an opportunity to testify either in support of or opposition to Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) upon property described in Exhibit "A" to this Resolution;

**NOW, THEREFORE, BE IT RESOLVED** that the Planning Commission recommends approval to the City Council of Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, Addendum to Certified Environmental Impact Report 1870-20 (SCH No. 2021090399) for the demolition of an existing 40,000 square-foot manufacturing facility and construction of a 213,572 square-foot warehouse facility that includes 199,572 square feet of warehouse space and 14,000 square feet of office space, a 450 square-foot detached pump room, and related site improvements based on the following findings:

## **SECTION 1 – FINDINGS**

### **General Plan Finding:**

1. *The project must be consistent with the goals and policies stated within the City's General Plan.*

The project is consistent with the goals and policies stated within the City's General Plan Land Use and Economic Development Elements in that the proposed warehouse facility helps to provide a service that contributes to a diversified mix of land uses in the surrounding community. Redevelopment of the existing vacant and degraded site will re-establish the economic viability of the property through aesthetic enhancement and the elimination of physical deterioration. In addition, redevelopment of the site will provide warehouse and distribution services that support local revenue generating businesses which will in turn contribute to the economic vitality and support the employment base in the area.

Conditional Use Permit Findings:

1. *A Conditional Use Permit shall be granted upon sound principles of land use and in response to services required by the community (OMC 17.10.030.F.1).*

The granting of this Conditional Use Permit is based upon sound principles of land use and in response to the services required by the community. The proposed project supports the goals of the existing General Plan Land Use Element by fulfilling a range of desired uses. The project implements site and building design features to be compatible with adjacent surrounding residential, public facility, commercial, and industrial uses. The proposed contemporary building design complements the character of the area, and the landscaping provides the project frontages with a hierarchy of plant material that softens the building mass and scale. New trees and landscaping will provide a visual buffer for the residential development to the north and adjacent HUB Resource Center. Granting a permit in this instance is therefore based upon sound land use principles and responds to the needs of the community at-large.

2. *A Conditional Use Permit shall not be granted if it will cause deterioration of bordering land uses or create special problems for the area in which it is located (OMC 17.10.030.F.2).*

Consideration has been given to whether the proposed 24-hour warehouse and distribution use will detrimentally affect adjacent land uses. The project is located approximately 47 to 147 feet from residential uses to the north and northeast. The project is designed to be mindful of these neighboring residential uses and incorporates various site and building design features, including warehouse layout with the truck loading dock on the east side adjacent to the existing railroad tracks and away from the adjacent residential properties, two designated truck/trailer access driveways on the northeast and northwest corners to ensure adequate on-site queueing and circulation, installation of a 14-foot-tall concrete screen wall along the north side of the loading dock, layered landscape setbacks including at the northeast corner truck yard entrance, on-site signage that provides directional guidance to trucks entering and exiting the property, and truck idling restrictions. In addition, Staff included Conditions of Approval to ensure that grading and construction operations, and truck traffic generated by the project minimize impacts to adjacent residential uses.

The project complies with the development standards of the Industrial (M-2) zone. Development of the project would re-introduce business activity to the property and enhance the existing industrial character of the site and surrounding area with a new contemporary building design, new landscaping, hardscape, on-site improvements, and street frontage improvements.

3. *A Conditional Use Permit must be considered in relationship to its effect on the community or neighborhood plan for the area in which it is located (OMC 17.10.030.F.3).*

There is no community or neighborhood plan for the area. As stated in the General Plan finding, the project is consistent with and implements the goals and policies of the General Plan. The project site is designated Light Industrial in the City of Orange General Plan, which allows for

the warehousing and distribution of goods. The exterior design, including colors and materials, and landscape palette provides an internally consistent and integrated design theme that upholds community aesthetics.

4. *A Conditional Use Permit, if granted, shall be made subject to those conditions necessary to preserve the general welfare, not the individual welfare of any particular applicant (OMC 17.10.030.F.4).*

All project conditions maintain a purpose of preserving the general welfare of the City and community. Conditions specifically serve to manage project construction, provide for site maintenance, address water quality, protect or improve the public right-of-way, protect or improve utilities, and accommodate aesthetics.

Major Site Plan Review Findings:

1. *The project design is compatible with surrounding development and neighborhoods (OMC 17.10.060.H.1).*

The surrounding development and neighborhood consist of public facility and multi-family residential uses to the north and northeast, industrial and commercial uses to the south and west, and the railroad and industrial uses to the east. The project complies with the development standards of the M-2 zone and is compatible with the adjacent surrounding development and uses. The project incorporates site and building design features to be mindful of residential uses to the north and northeast, including warehouse layout with the truck loading dock on the east side facing the existing railroad and away from residential uses, two designated truck/trailer access driveways on the northeast and northwest corners to ensure adequate on-site queueing and circulation, installation of a 14-foot-tall concrete screen wall along the north side of the loading dock, layered landscape setbacks including at the northeast corner truck yard entrance, on-site signage that provides directional guidance to trucks entering and exiting the property, and truck idling restrictions. The proposed contemporary building design and scale complement the eclectic character of the area and the landscaping provides the project frontage with a hierarchy of plant material that soften the building mass and scale. Overall, the proposed project presents an integrated design that provides a renewed, updated, and improved appearance to the site and to the surrounding community.

2. *Major Site Plan approval shall be granted if the project conforms to City development standards and any applicable special design guidelines or specific plan requirements (OMC 17.10.060.H.2).*

The project as proposed conforms to City's development standards for the M-2 zoning district. There are no special design guidelines or specific plans affecting the property.

3. *Major Site Plan approval shall be granted if the project provides for safe and adequate vehicular and pedestrian circulation, both on- and off-site (OMC 17.10.060.H.3).*

The project provides safe and adequate access and circulation for vehicles and pedestrians from West Struck Avenue. The on-site circulation is designed to accommodate all access needs to parking spaces and for emergency vehicles, and disabled parking and access is provided to accommodate building code requirements. Pedestrian access to the building is provided along the north, east, and west sides of the building, and pedestrian gates are located at the truck yard gated entries on the northeast side and southeast corner of the building.

4. *Major Site Plan approval shall be granted if City services are available and adequate to serve the project (OMC 17.10.060.H.4).*

A review of the project with all City Departments concludes that City services will be available and adequate to serve this site, including water, sewer, police, and fire services.

5. *Major Site Plan approval shall be granted if the project has been designed to fully mitigate or substantially minimize adverse environmental effects (OMC 17.10.060.H.5).*

Any potentially significant environmental effects have been evaluated in Environmental Review No. 1889, Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) and mitigated to a less than significant level. Project conditions, mitigation measures, and the OMC will adequately manage construction and use regulation needs of the project.

#### Design Review Finding:

1. *The project design upholds community aesthetics through the use of an internally consistent, integrated design theme and is consistent with all adopted specific plans, applicable design standards, and their required findings (OMC 17.10.070.G.3).*

The proposed project complies with the Orange Municipal Code, including, but not limited to the industrial development standards, parking, and landscape standards. The project is appropriate for the location and for the site. The consistent architectural design of the building and accessory structures, including colors and materials, brings a contemporary aesthetic to an area that is characterized by an eclectic mix of industrial, commercial, and multi-family residential development. The proposed landscaping provides the project frontage with flowering trees, shrubs, and accent foliage that soften the building height and massing as seen from the public right-of-way, and provides an appealing pedestrian environment between the project and surrounding uses. The project presents an internally consistent and integrated design theme that upholds community aesthetics. The project as proposed will generally provide positive improvements to the vacant site. There are no specific plans or design standards that are applicable to this site.

## SECTION 2 – ENVIRONMENTAL REVIEW

A Mitigated Negative Declaration (MND) was originally prepared for the previous truck terminal project. On September 23, 2021, the City circulated a Notice of Intent to Adopt MND No. 1870-20 for the project. The MND was circulated for public review from September 23 to October 25,



2021. During the 30-day public review period, comments received requested additional technical analysis (e.g., air quality and noise modeling, traffic). In order to address the environmental concerns raised, additional technical analyses were prepared and Draft EIR No. 1870-20 was prepared to provide a comprehensive environmental review of the project. The Draft EIR was available for public review for 45 days, beginning on March 31, 2023, and ending on May 15, 2023. Staff received five comments during the public review period and prepared responses to comments to address any environmental concerns.

On August 22, 2023, the City Council approved Resolution No. 11487 certifying Final EIR No. 1870-20 [State Clearinghouse (SCH) No. 2021090399], adopting a Mitigation Monitoring and Reporting Program and Findings of Fact; and approving CUP No. 3137-21, MJSP No. 1039-21, and DRC No. 5028-21. The 2023 Certified EIR and its technical appendices are attached for reference (Attachments 8 - 10). The 2023 Certified EIR concluded that the truck terminal project would not result in any significant and unavoidable environmental impacts. Project-level mitigation measures were required to reduce potentially significant impacts to levels considered less than significant for the following topical issues: Biological Resources (due to the potential to impact nesting migratory birds protected by the Migratory Bird Treaty Act and California Fish and Game Code); Cultural Resources (due to the potential to encounter buried archaeological resources); Geology and Soils (due to the potential to encounter buried paleontological resources); Hazards and Hazardous Materials (due to the potential to uncover contaminated soils); and Tribal Cultural Resources (due to the potential to encounter buried tribal cultural resources).

Environmental Review No. 1889, an Addendum to Certified EIR No. 1870-20 (SCH No. 2021090399) was prepared for the current warehouse project. The purpose of the Addendum is to evaluate the potential environmental impacts of the proposed project. In accordance with the California Environmental Quality Act (CEQA), the Addendum analyzes the warehouse project and demonstrates that all potential environmental impacts associated with the project at buildout would be within the envelope of impacts already evaluated in the 2023 Certified EIR. Accordingly, this Addendum provides an analysis of the revised project and verification that the revised project will not result in any new, increased or substantially different impacts, other than those previously considered and addressed in the 2023 Certified EIR. The 2023 Certified EIR Mitigation measures are included in the Addendum that reduce potential impacts to less than significant levels. Public review of the Addendum is not required.

### **SECTION 3– CONDITIONS OF APPROVAL**

**BE IT FURTHER RESOLVED** that the following conditions are imposed:

*Community Development Department, Planning Division:*

1. All Site and Building Design Features and Mitigation Measures identified in Environmental Review No. 1889, Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) and in the associated Mitigation Monitoring and Reporting Program, included as Attachments 11 and 12 to the Planning Commission staff report for this project, shall be incorporated as conditions of approval for the project by the final decision-making body and shall be implemented as described in Environmental

Review No. 1889, Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399).

2. If not utilized, project approvals expire two years from the approval date. Extensions of time may be granted in accordance with Orange Municipal Code (OMC) Section 17.08.060.
3. Within two (2) business days of approval by the final decision-making body for this project, the applicant shall deliver to the Planning Division a cashier's check payable to the Orange County Clerk in an amount required to fulfill the fee requirements of Fish and Game Code Section 711.4(d)(2) and the County Administrative fee, to enable the City to file the Notice of Determination required under Public Resources Code 21152, & Cal Code Regulations 15075. If it is determined that there will be no impact on wildlife resources, the fee shall be as required based on the current fee schedule.
4. Within two (2) business days of approval by the final decision-making body for this project, the applicant shall submit a deposit to the Planning Division for the Mitigation Monitoring and Reporting Program. Time spent by City staff to complete the project will be charged to the applicant on an hourly basis, in accordance with the city's fee schedule.
5. The final conditions of approval shall be reprinted on a dedicated sheet (or sheets) after the Title Sheet of the construction documents when submitting to the Building Division for the plan check process.
6. The applicant agrees, as a condition of City's approval of Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, an Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399), to indemnify, defend, and hold harmless, at applicant's expense, the City, its officers, agents, and employees ("City") from and against any claim, action or proceeding brought against the City, including, but not limited to, any claim, action or proceeding commenced within the time period provided in Government Code Section 66499.37 to attack, review, set aside, void or annul the City's approval, to challenge the determination made by the City under the California Environmental Quality Act ("CEQA") or to challenge the reasonableness, legality or validity of any condition attached hereto. City shall promptly notify applicant of any such claim, action or proceeding to which the City receives notice and to cooperate fully with the applicant in the defense thereof. Applicant shall reimburse the City for any and all costs and expenses, including, but not limited to, court costs and attorney's fees that the City may be required to pay, including any expenses ordered by a court or expenses incurred through the Office of the City Attorney in connection with said claim, action or proceeding. City may, in its sole discretion, participate in the defense of any claim, action or proceeding but such participation shall not relieve applicant of the obligations of this condition. In the event the applicant is required to defend City in connection with such claim, action or proceeding, City shall have the right to approve counsel to so defend the City, approve all significant decisions concerning the manner in which the defense is conducted and approve any all settlements, which approval(s) shall not be unreasonably withheld. The obligations set



forth herein remain in full force and effect throughout all stages of litigation including any and all appeals of any lower court judgment rendered in the proceeding. Further, applicant agrees to indemnify, defend and hold harmless the City for all costs and expenses incurred in enforcing this provision.

7. The applicant shall comply with all federal, state, and local laws, including all City regulations. Violation of any of those laws in connection with the use may be cause for revocation of this permit.
8. This project is approved as a precise plan and shall conform to and be maintained in accordance with plans and exhibits labeled as Attachment 13 in the Planning Commission staff report. After any application has been approved, if plan modifications are proposed regarding the location or alteration of any use or structure, or deviations become necessary to site improvements including, but not limited to, landscaping and parking because of unforeseen requirements from any City Department, utility provider, or State or Federal statute, a changed plan may be submitted to the Community Development Director for approval. If the Community Development Director determines that the proposed change complies with the findings, conditions, and the spirit and intent of the approval action, and that the action would have been the same for the changed plan as for the approved plan, the Community Development Director may approve the changed plan administratively. Should the modifications be considered substantial, the modifications shall be reviewed and approved by the Design Review Committee, Planning Commission, and/or City Council, as appropriate, and as determined by the Community Development Director.
9. Subsequent modifications to the approved architecture, color scheme, and landscape plan shall be submitted for review and approval to the Community Development Director. Should the modifications be considered substantial, the modifications shall be reviewed and approved by the Design Review Committee.
10. Any future expansion in area or in the nature and operation of the approved use by Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, an Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) shall require new or amended applications.
11. The project approval includes certain fees and/or other exactions. Pursuant to Government Code Section 66020, these conditions or requirements constitute written notice of the fees and/or exactions. The applicant is hereby notified that the ninety (90) day protest period commencing from the date of approval of the project has begun. If the applicant fails to file a protest regarding these conditions or requirements, the applicant is legally barred from later challenging such exactions per Government Code Section 66020.
12. Prior to building permit issuance, the applicant shall pay all applicable development fees, including but not limited to: City sewer connection, Orange County Sanitation District Connection Fee, Transportation System Improvement Program (TSIP), Fire Facility,

- Police Facility, Park Acquisition, Library, Sanitation District, and School District, as required.
13. Prior to building permit issuance, the applicant shall pay any outstanding monies due to the City of Orange for Planning Division entitlement activities related to this project.
  14. Building permits shall be obtained for all construction work, as required by the City of Orange, Community Development Department's Building and Safety Services. Failure to obtain the required building permits may be cause for revocation of the entitlements provided.
  15. All signage shall comply with Sign Regulations of the OMC, Chapter 17.36 and subject to approval by the Community Development Director.
  16. Grading operations shall be restricted to Monday through Friday between the hours of 7:30 a.m. and 5:00 p.m., with limited grading as necessary permitted on Saturdays between the hours of 8:00 a.m. and 4:30 p.m. Mechanics may service the equipment up to two hours after each shift.
  17. All other construction activities (i.e. not grading operations) shall conform to the City's Noise Ordinance, OMC Chapter 8.24, and shall be limited to the hours between 7:00 a.m. and 8:00 p.m. Monday through Saturday. No construction activity will be permitted on Sundays and Federal holidays.
  18. Any graffiti shall be removed within 72 hours from the time the City of Orange Notice of Violation is received by the applicant/property owner. This condition applies to both the pre-and post-project site.
  19. The applicant shall at all times provide the required number of parking spaces designated on the approved building permit plans.
  20. Any new lighting on the premise shall be installed in such a way to direct, control, and screen the lighting to prevent off site light spillage onto adjoining properties and shall not be maintained in a manner constituting a nuisance to adjacent and surrounding properties.
  21. Prior to building permit issuance, the private tracks on the property shall be abandoned and removed.
  22. Prior to building permit issuance, the applicant shall demonstrate to the satisfaction of the Director that all mechanical and air conditioning equipment shall be shielded and screened from view from adjacent streets and properties. The screening shall be integrated architecturally with the building and painted to match the walls of the building.
  23. Prior to building permit issuance, all required parking spaces shall be shown on construction documents as doubled striped to City standards at the time of approval.
  24. Prior to building permit issuance, the applicant shall identify the precise location of existing walls proposed for demolition, if applicable. If the location of the existing wall slated for demolition is wholly or partially upon an adjacent property, the applicant shall secure the

- property owner(s) approval to demolish and replace the wall prior to building permit issuance. The applicant will be responsible for any site repairs to walls damaged through demolition activity.
25. Prior to building permit issuance, the applicant shall prepare a final landscaping and irrigation plan consistent with the grading plans, site plans, and the conceptual landscaping plan as proposed for the project for the review and approval of the Community Development Director in coordination with the Public Works Director. Landscape and irrigation plans shall be prepared by a landscape architect. The City may require peer review of submitted landscape and irrigation plans by a separate registered landscape architect at the applicant's cost. Subsequently, upon final inspection, the City may require a separate landscape architect to verify, at the applicant's cost, that planting materials and irrigation are installed according to approved landscape plans.
  26. Prior to City approval of the landscape plans, the applicant shall review the approved Water Quality Management Plan (WQMP) and ensure the proposed landscape plans are consistent with the project grading plans and show the proposed structural storm water treatment BMPs incorporated into the project.
  27. Prior to building permit issuance, all landscaping located within public areas shall be shown on the landscape plans and shall include the installation of root barriers acceptable to the Public Works Department on the sidewalk side of the tree or where conditions warrant the installation of a Deep Root box as directed by the Public Works Director.
  28. Prior to building permit issuance, final landscaping plans for the project shall be designed to comply with the City's Water Efficient Landscape Guidelines as described in Section IX et al of the City of Orange Landscape Standards and Specifications. The project landscape architect shall submit documentation certifying compliance with this requirement (Appendix B of the City of Orange Landscape Standards and Specifications) for review and approval by the Community Development Director in coordination with the Public Works Director.
  29. Prior to certificate of occupancy issuance, all landscaping improvements shall be completed according to the approved plans, the City of Orange Water Efficient Landscape Guidelines, and City of Orange Landscape Standards and Specifications. The project landscape architect shall submit documentation certifying compliance with this requirement (Appendix E of the City of Orange Landscape Standards and Specifications) for review and approval by the Community Development Director, in coordination with the Public Works Director.
  30. Prior to building permit issuance, City required irrigation and landscape inspection notes, in accordance with the City of Orange Landscape Standards and Specifications, shall be placed on the final landscape plan, to the satisfaction of the Community Development Director in coordination with the Public Works Director.

31. Prior to building permit issuance, the final landscape plan shall be reviewed and approved by the Public Works Director when landscaping is proposed within the public right-of-way and/or the project is constructing Storm Water Quality Best Management Practices (BMPs) in landscaped areas.
32. Prior to building permit issuance, the final landscape plan shall include a note that a fully automated irrigation system will be provided.
33. Prior to building permit issuance, landscape plans shall include landscape area calculations needed for State landscape water use reporting.
34. Landscape maintenance shall be performed in such a manner as to allow all trees to retain their full canopy height for screening and full canopy breadth for shade at point of maturity, except as required for public safety purposes.
35. Landscaping shall be maintained so as to not interfere with lighting or addressing. All landscape areas shall be maintained in a neat and healthy condition. Should the plant material die, the property owner/operator shall replace it with similar new plant material.
36. Prior to certificate of occupancy issuance, all parking lot and landscaping improvements shall be completed according to the approved plans and to the satisfaction of the Community Development Director.
37. The property owner shall be responsible for maintaining the property to a level deemed adequate by the Community Development Director. This includes, but is not limited to, the buildings, landscaping, trash areas, signage, utilities, property walls, and gates.
38. Construction equipment shall be properly maintained per manufacturers specifications and fitted with the best available noise suppression devices (i.e., mufflers, silencers, wraps, etc).
39. Construction equipment shall not idle for extended periods of time in the vicinity of sensitive receptors.
40. Prior to grading permit issuance, the construction contractor shall prepare a traffic control plan detailing the locations of equipment staging areas, material stockpiles, proposed road closures, and hours of construction operations to minimize impacts to sensitive receptors.
41. Fixed and/or stationary construction equipment shall be located as far as possible from sensitive receptors (e.g., generators, compressors, rock crushers, cement mixers). Shroud or shield all impact tools, and muffle or shield all intake and exhaust ports on powered construction equipment.
42. In conjunction with the operation of the business(es), should parking or queuing issues arise on the site or the surrounding neighborhood, the applicant shall work with the Community Development Department to resolve any issues. If such issues are not resolved to the City's satisfaction, the Major Site Plan Review application shall be presented to the Planning Commission for its consideration of further conditions and modifications.

43. Prior to building permit issuance, the applicant shall demonstrate that all trash enclosures shall conform to City Standard Plan 409 Trash Enclosures.
44. Prior to building permit issuance, the applicant shall demonstrate that the trash enclosures utilize similar materials, colors, and finishes as the industrial buildings, including any roofing.
45. Prior to building permit issuance, the applicant shall demonstrate to the satisfaction of the City that coordination has occurred with CR&R Environmental Services to schedule trash collection from the site a minimum of once a week.
46. Prior to grading permit/construction permit issuance, the applicant shall coordinate with the Southern California Regional Rail Authority (SCRRA) and the Orange County Transit Authority (OCTA) on any potential modifications to the rail crossing, including adjacent development which may require a diagnostic in accordance with California Public Utilities Commission and the Federal Railroad Administration requirements at the onset of the final design phase.
47. Prior to approval of the final landscape plan, the applicant shall coordinate with the City and OCTA with respect to the type and location of trees at the northeast corner and along the northern boundary of the project site to ensure consistency with Metrolink SCRRA's Design Criteria Manual.
48. The applicant shall contact and coordinate with SCRRA should a Right-of-Way Encroachment Agreement be necessary.
49. Prior to operation of the business(es), the applicant shall file for, or if applicable, amend a business license with the Business License Division. Failure to obtain the required business license will be cause for revocation of this approval.
50. In conjunction with the operation of the business(es), all loading and unloading (i.e. deliveries) activities shall only occur in the designated loading dock and loading zone areas on the subject site.
51. In conjunction with the operation of the business(es), all loading and trash enclosure areas shall be maintained and kept clean and free of debris.
52. In conjunction with the operation of the business(es), all noise levels generated shall conform to the levels allowed by the OMC.
53. Truck trips generated by the project shall utilize the City's existing truck routes to travel to and from the project vicinity.
54. Prior to certificate of occupancy issuance, the applicant shall complete the following: 1) posting of the truck routes in the building; 2) tenant provided driver education on the truck routes; 3) install truck route street signage; and 4) install anti-idling signs on the site that stipulate a 5-minute idling restriction pursuant to Title 13 of the California Code of Regulations Section 2485.

55. Prior to building permit issuance, a Transportation Management Program shall be submitted for review to the Community Development Department.

*Design Review Committee:*

56. Prior to building permit issuance, the Magnolia trees located at the front of the project shall be upsized to a 36-inch box size.
57. Prior to building permit issuance, the six-foot wrought iron fencing along the north property line shall be moved from back of sidewalk to the back of trees at the edge of the parking lot.
58. Prior to building permit issuance, the tree palette shall be revised to reflect more water efficient species for drought tolerance and security in consultation with staff.

*Fire Department:*

59. Plans submitted for building plan review shall comply with the California Fire Code as amended by the City and as frequently amended and in effect at the time of application for Building Permit. Onsite fire department access will require easement recording prior to Rough Grading Permit issuance and shall be reviewed by the Fire Department prior to approval.

*Police Department:*

60. Prior to building permit issuance, the project shall comply with the requirements of OMC Chapter 15.52 (Building Security Standards), which relates to hardware, doors, windows, lighting, etc. Approved structural drawings, if any, shall include sections of the security code that apply. Specifications, details, or security notes may be used to convey the compliance.
61. Security and design measures that employ Defensible Space concepts shall be utilized in development and construction plans. These measures incorporate the concepts of Crime Prevention through Environmental Design (CPTED), which involves consideration such as placement and orientation of structures, access and visibility of common areas, placement of doors, windows, addressing and landscaping.
62. Prior to building permit issuance, a photometric study shall be reviewed and approved by the Police Department. A minimum of one foot candle shall be maintained on all surfaces of the parking lot, from dusk until the termination of business every operating day. The applicant shall ensure that lighting on the site shall be directed, controlled, and screened in such a manner so as to refrain from shining directly on surrounding properties.
63. Prior to certificate of occupancy issuance, the applicant shall schedule a light reading inspection with the Crime Prevention Bureau. The lighting shall be tested and confirmed to determine if the lighting meets or exceeds the exterior boundary standards. The applicant shall use shielding so as to ensure that the light standards meet the requirements of OMC



Section 17.12.030 for the areas beyond the property's exterior boundaries; light spillage or pollution to surrounding residential areas shall not exceed a maintained minimum of 0.5 foot-candle.

*Public Works Department, Solid Waste, Tree Removal Permits Section:*

64. Should the tenant or business operator produce more solid waste than the designed amount, they shall be responsible for constructing additional trash enclosures, compactors, or expanding the current enclosure to adequately accommodate the solid waste generated. The proposed location(s) of the new (or expanded) trash enclosure(s)/compactors shall be approved by the Community Development Director or designee prior to construction.
65. Prior to building permit issuance, a Tree Removal Permit shall be approved by the Public Works Director in accordance with OMC Chapter 12.32. A plan is required for submittal to the City depicting all of the existing on-site trees, the species of each tree, and the number of trees proposed for removal and replacement.

*Public Works Department, Subdivision Section:*

66. Prior to building permit issuance, the applicant shall dedicate and record a Fire Access Easement per Fire Department requirements.
67. The applicant shall obtain a letter from Southern California Edison (SCE) indicating that the existing SCE easements on site will be abandoned. Formal abandonment or quitclaim documents will be required prior to grading permit issuance.
68. Prior to grading permit issuance, all works within the public right-of-way and public utility easements will require Encroachment Permits, including sidewalk and driveway constructions and utility main and lateral constructions.
69. Prior to grading permit issuance, all public infrastructures, including street sections, sidewalk, driveway apron, and utilities shall comply with City of Orange Standard Plans and Specifications.
70. Prior to certificate of occupancy issuance, utilities serving the development, such as electric, cable television, street lighting and communication shall be installed underground, and completed and approved by the appropriate utility provider.
71. Prior to certificate of occupancy issuance, the applicant shall remove unused driveway approaches and restore them to full height curb and gutter, including any sidewalk restoration at the driveway apron.
72. Prior to grading permit issuance, driveway aprons shall conform to Public Works Standard Plan 115 for commercial driveways with ADA accessibility.
73. Prior to grading permit issuance, all driveway approaches shall conform to ADA standards for wheelchair access conforming to Public Works Standard Plans 115 and 116.

74. Prior to certificate of occupancy issuance, the applicant shall repair any cracked, uneven, or damaged public sidewalk, curb and gutter along the property frontage.
75. Prior to certificate of occupancy issuance, all landscaping shall include the installation of root barriers on the sidewalk side of tree, or where conditions warrant, the installation of Deep Root box as directed by the Public Works Department.
76. Prior to certificate of occupancy issuance, sanitary sewer system connecting from the buildings to the public mainline shall be private and maintained by the property owner.
77. Prior to building permit issuance, any private sewer system connecting directly to Orange County Sanitation District (OCSD) lines without using City of Orange sewer systems shall require a permit from OCSD.
78. Prior to certificate of occupancy issuance, pavement restorations on streets, under Moratorium or with a Pavement Condition Index of 75 or greater, shall be done per Instruction 15 of the Encroachment Permit.
79. Prior to certificate of occupancy issuance, the applicant shall construct sidewalks to meet current standards along W. Struck Avenue per City of Orange Engineering Standard Plan 118.
80. Prior to grading permit issuance, the applicant shall submit a grading plan in compliance with City standards for review and approval by the Public Works Director. All grading and improvements on the subject property shall be made in accordance with the Manual of Grading and Standard Plans and Specifications to the satisfaction of the Public Works Director. The applicant may be required to include Phased Erosion and Sediment Control Plans, Site Demolition Plan, and Utility Plan as parts of the grading plan.
81. Prior to grading permit issuance, plans preparation and submittals shall be per Development Services Plan Preparation Guidelines and Checklist, and Checklist for Submittal Packages.
82. Prior to grading permit issuance, the applicant shall submit a Drainage Report (Hydrology Study) for review and approval by the City. The Drainage Report format and contents shall be per the City guidelines in conjunction with the Orange County Hydrology Manual.
83. Prior to grading permit issuance, the applicant shall submit a Sewer Capacity Analysis for review and approval by the City.
84. Prior to grading permit issuance, a geotechnical report shall accompany the grading plan review.
85. Prior to grading permit issuance, the contractor shall obtain a grading permit from Public Works Department prior to start of any site demolition, clearing and grubbing, and grading.
86. Prior to grading permit issuance, any soil imported or exported shall require a Transportation Permit from the Public Works Department Traffic Division.



87. Prior to grading permit issuance, an approval by the City Council is required prior to import or export of soil exceeding 30,000 cubic yards. A dirt haul route shall be approved by the City Council and the travel path is subject to pavement deterioration evaluation [O.M.C. 10.67.030(B)].
88. Prior to grading permit issuance, upon submittal of grading plan for plan check, the applicant shall submit a deposit to cover plan check and inspection services related to the grading activities.
89. Prior to grading permit issuance, the grading plan shall detail all of the locations where retaining walls will be constructed. Geometric detail of retaining walls shall be shown on the grading plan, including material type, dimensions, backfill, and subdrains. A building permit is also required for retaining walls over 4 feet in height as measured from the bottom of the footing to the top of the wall prior to construction. Structural details and design calculations shall be submitted as a separate document and will be reviewed and permitted by City Building Division.
90. Prior to grading permit issuance, any grading outside of the owner's property boundary shall require the applicant to either obtain a temporary construction easements or permission by adjacent property owners in a form suitable to the Public Works Director.
91. Prior to grading permit issuance, trash receptacle locations and details shall be included on the grading plan. The trash storage area shall be constructed per Public Works Standard Plan 409.
92. Prior to grading permit issuance, show all sewer and storm drain lines on the grading plan. Other utility lines, such as water lines, may also be shown on grading plan for reference.
93. Prior to grading permit issuance, show all structural BMPs for water quality purpose on grading plan. Water quality features shown on the grading plan must match the WQMP.
94. Prior to grading permit issuance, any direct storm water discharge into the Orange County Flood Control (OCFD) channels shall require a permit from OCFD.
95. Prior to grading permit issuance, the applicant shall maintain in good condition, all on-site driveways where heavy-duty trucks would travel.
96. Prior to grading permit issuance and prior to building foundation construction, a Certificate Letter of Line and Grade shall be submitted to the Public Works Construction Inspector demonstrating that the site grading and pad elevation are completed according to the grading plan.
97. Prior to grading permit issuance, the applicant shall construct a new sidewalk to join the existing sidewalk at the terminus of the cul-de-sac.

*Public Works Department, Traffic Division:*

98. In addition to other impact fees that may be applicable, the proposed project, as is currently shown on the plans, will be responsible for paying Transportation Systems Improvement

Program (TSIP) fees. Final TSIP fees will be calculated using current rates at the time of building permit issuance.

99. Prior to grading permit issuance, applicant shall, to the satisfaction of the Public Works Department, conduct all necessary activities, including, but not limited to, soils analysis, to determine pavement section of Struck Avenue (between Batavia Street and the east terminus/cul-de-sac) needed to support the traffic loading (TI of 9.5) identified in the Project's approved Traffic Impact Study. The proposed pavement section shall be approved by the Public Works Department.
100. Prior to certificate of occupancy issuance, applicant shall (remove and) reconstruct Struck Avenue (between Batavia Street and the east terminus/cul-de-sac) to provide for the approved pavement section. The pavements section shall be no less than the minimum identified in the City's Standard Plan No. 104 (Standard Commercial and Industrial Street Section.) Applicant shall design and construct the aforementioned and any associated street improvements to the satisfaction of the Public Works Department, and accordance with all applicable laws, requirements, and standards.
101. Truck traffic shall be routed to impact the least number of sensitive receptors
102. Truck trips generated by the project shall utilize the City's existing truck routes to travel to and from the project vicinity.

*Public Works Department, Water Division:*

103. Prior to building permit issuance, the applicant shall submit improvement plans to the Water Division for review and approval for any new fire hydrants, domestic water services, fire services, landscape services, backflow prevention devices, and any other proposed improvements or relocations affecting the public water system facilities.
104. Prior to the grading permit issuance, the applicant shall construct all public and/or private improvements to the satisfaction of the Water Division. The applicant may be required to enter into an agreement with the City of Orange, and post security in a form and amount acceptable to the City Engineer and/or Water Division to ensure construction of said improvements.
105. Prior to building permit issuance, the applicant shall be responsible for the installation and/or relocation of the proposed or existing public water system facilities to a location and of a design per the improvement plans approved by the Water Division.
106. Prior to certificate of occupancy issuance, the applicant shall be responsible for the installation of necessary fire hydrants and fire services as approved by the Fire Department and Water Division.
107. Prior to grading permit issuance, the Water Division shall approve the type and location of landscaping and fire service (backflow prevention) device for proposed City services.

108. Prior to building permit issuance, construction documents shall show that a six-foot minimum horizontal clearance and a one-foot minimum vertical clearance would be maintained between City water mains, laterals, services, meters, fire hydrants and all other utilities except sewer. The Water Division shall review and approve the construction documents.
109. Prior to building permit issuance, construction documents shall show that an eight-foot minimum clearance is provided between City water mains, laterals, services, meters, fire hydrants, signs, or trees or other substantial shrubs and plants as required by the Water Division. The Water Division shall review and approve the construction documents.
110. Prior to building permit issuance, construction documents shall show that permanent signs, awning, surface water quality management features or other structures are not built over water mains, laterals, services, meters, or fire hydrants as required by the Water Division.
111. Prior to building permit issuance for the first phase of work, the applicant shall be responsible for obtaining approval of all necessary encroachment permits from affected agencies for all public water construction work.
112. Prior to approval of a water improvement plan, the applicant shall satisfy all water main connection, plan check, and inspections charges as determined by the Water Division.
113. Plans submitted during plan check shall show that the water improvement plans are consistent with the fire suppression plans and or fire master plan. The applicant's consultant preparing the water improvement plans shall coordinate their plans with the consultant preparing the fire suppression plans and/or fire master plan so that their designs concur.
114. Plans submitted during plan check shall show that the minimum separation requirements are met and that each of the various designer's plan sets match. The applicant's consultant preparing the improvement and utility plans shall coordinate their plans with the consultants preparing the landscape, architectural, surface water quality management, fire master and/or fire suppression plans so that their designs are consistent.
115. At least fourteen calendar days prior to commencing construction, the applicant's civil engineer shall prepare and provide product material submittals consistent with the water improvement plans for all proposed public water system facilities to the Water Division per the City of Orange General Water Construction Notes for review and approval.
116. Prior to certificate of occupancy issuance, the applicant shall furnish and install individual pressure regulators on new services where the incoming pressure exceeds eighty-pounds per square inch.

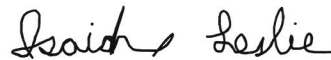
*Public Works Department, Water Quality Section:*

117. Prior to grading permit issuance, the applicant shall submit a Priority Project WQMP for review and approval to the Public Works Department that:

- a. Prioritizes the use of Low Impact Development principles as follows: preserves natural features; minimizes runoff and reduces impervious surfaces; and utilizes infiltration of runoff as the method of pollutant treatment. Infiltration BMPs to be considered include the use of permeable materials such as concrete and concrete pavers, infiltration trenches, infiltration planters, and other infiltration BMPs as applicable,
  - b. Incorporates the applicable Site Design, Routine Source, Structural Control and Low Impact BMPs as defined in the Model Water Quality Management Plan and Technical Guidance Document,
  - c. Maintains the hydrologic characteristics of the site by matching time of concentration, runoff, velocity, volume and hydrograph for a 2-year storm event,
  - d. Minimizes the potential increase in downstream erosion and avoids downstream impacts to physical structures, aquatic and riparian habitat,
  - e. Generally describes the long-term operation and maintenance requirements for structural and Treatment Control BMPs,
  - f. Identifies the entity or employees that will be responsible for long-term operation, maintenance, repair and or replacement of the structural and Treatment Control BMPs and the training that qualifies them to operate and maintain the BMPs,
  - g. Describes the mechanism for funding the long-term operation and maintenance of all structural and Treatment Control BMPs,
  - h. Includes a copy of the forms to be used in conducting maintenance and inspection activities,
  - i. Meets recordkeeping requirements (forms to be kept for 5 years),
  - j. Includes a copy of the form to be submitted annually by the project owner to the Public Works Department that certifies that the project's structural and treatment BMPs are being inspected and maintained in accordance with the project's WQMP.
118. Prior to the certificate of occupancy issuance, the applicant shall demonstrate the following to the Public Works Department:
- a. That all structural and treatment control best management practices (BMPs) described in the Project WQMP have been constructed and installed in conformance with the approved plans and specifications,
  - b. That the applicant is prepared to implement all non-structural BMPs described in the Project WQMP,
  - c. That an adequate number of copies of the project's approved final Project WQMP are available for the future occupiers.

119. Prior to certificate of occupancy issuance or final signoff by the Public Works Department, the applicant shall demonstrate to the satisfaction of Public Works, that the preparer of the WQMP has reviewed the BMP maintenance requirements in Section V of the WQMP with the responsible person and that a copy of the WQMP has been provided to that person. A certification letter from the WQMP preparer may be used to satisfy this condition.
120. Prior to building permit issuance, the applicant shall review the approved Water Quality Management Plan (WQMP) and grading plan to ensure the structure's downspouts or drainage outlet locations are consistent with those documents. Copies of the building or architectural plans specifically showing the downspouts and drainage outlets shall be submitted to the Public Works Department for review.
121. The project applicant shall maintain all structural, treatment and low impact development BMPs at the frequency specified in the approved WQMP. Upon transfer of ownership or management responsibilities for the project site, the applicant shall notify the City of Orange Public Works Department of the new person(s) or entity responsible for maintenance of the BMPs.
122. Prior to the grading permit issuance (including, as appropriate: clearing, grubbing, surface mining, or paving permits), the applicant shall demonstrate that coverage has been obtained under the State's General Permit for Stormwater Discharges Associated with Construction Activity (Construction General Permit) by providing a copy of the Notice of Intent (NOI) submitted to the State Water Resources Control Board and a copy of the subsequent notification of the issuance of a Waste Discharge Identification (WDID) Number or other proof of filing. A copy of the SWPPP required by the General Permit shall be kept at the project site and be available for review by City representatives upon request.
123. Prior to City approval of the landscape plans, the applicant shall review the approved Water Quality Management Plan and ensure the proposed landscape plans are consistent with the project grading plans. The plans must show any proposed storm water treatment Best Management Practices such as bioretention planters, drywells, permeable pavers, or any other proposed surface water quality BMPs.

**ADOPTED** this 21st day of July, 2025.



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Isaiah Leslie

Planning Commission Vice Chair

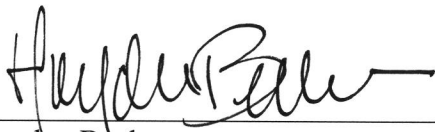
I hereby certify that the foregoing Resolution was adopted by the Planning Commission of the City of Orange at a regular meeting thereof held on the 21st day of July 2025, by the following vote:

AYES: Leslie, Martinez, Maldonado, Tucker, McCormack

NOES: None

RECUSED: Vejar

ABSENT: Vazquez

A handwritten signature in black ink, appearing to read "Hayden Beckman", written over a horizontal line.

Hayden Beckman

Planning Manager

## EXHIBIT A

The Land referred to herein below is situated in the City of Orange, County of Orange, State of California, and is described as follows:

### PARCEL 1:

THAT PORTION OF THE LAND ALLOTTED TO A. SEBASTIAN VAN DECLARATION GRAAF IN DECREE OF PARTITION OF THE RANCHO SANTIAGO DE SANTA ANA, RECORDED IN CASE NO. 1192, AND ENTERED SEPTEMBER 12, 1868 IN BOOK B, PAGE 410 OF JUDGMENTS OF THE 17TH JUDICIAL DISTRICT COURT OF CALIFORNIA, IN THE CITY OF ORANGE, COUNTY OF ORANGE, STATE OF CALIFORNIA, DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE SOUTH BOUNDARY OF SAID VAN DE GRAAF ALLOTMENT DISTANT NORTH 89°39'30" WEST 6600.00 FEET FROM THE SOUTHEAST CORNER OF SAID ALLOTMENT; THENCE NORTH 0°12'40" EAST 1320.00 FEET; THENCE NORTH 89°35'35" WEST 579.48 FEET TO THE EAST LINE OF LAND DESCRIBED IN DEED RECORDED IN BOOK 1161, PAGE 547 OF OFFICIAL RECORDS; THENCE ALONG SAID EAST LINES SOUTH 0°12'40" WEST 1320.66 FEET TO THE SOUTH BOUNDARY OF SAID ALLOTMENT; THENCE SOUTH 89°39'30" EAST 579.48 FEET ALONG SAID SOUTH BOUNDARY TO THE POINT OF BEGINNING.

EXCEPTING THAT PORTION LYING EASTERLY OF THE EASTERLY LINE AND THE SOUTHERLY PROLONGATION THEREOF, OF THE LAND SHOWN ON A MAP FILED IN BOOK 32, PAGE 25 OF RECORDS OF SURVEY, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY.

ALSO EXCEPTING THAT PORTION INCLUDED WITHIN THE FOLLOWING DESCRIBED LINES:

BEGINNING AT THE INTERSECTION OF THE CENTER LINE OF COLLINS AVENUE, 60.00 FEET WIDE, WITH THE SOUTHERLY PROLONGATION OF THE EASTERLY LINE OF THE 5.075 ACRE PARCEL OF LAND SHOWN ON A MAP FILED IN BOOK 32, PAGE 25 OF RECORDS OF SURVEY, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, SAID EASTERLY LINE BEING ALSO THE WESTERLY LINE OF THE ATCHISON, TOPEKA AND SANTA FE RAILWAY COMPANY RIGHT-OF-WAY AS DESCRIBED IN THE DEED TO SAID RAILWAY COMPANY, RECORDED MAY 19, 1959 AS INSTRUMENT NO. 78387, IN BOOK 4719, PAGE 405 OF OFFICIAL RECORDS; THENCE ALONG SAID CENTER LINE NORTH 89°39'30" WEST 549.21 FEET; THENCE NORTH 0°12'40" EAST 506.00 FEET PARALLEL WITH SAID WESTERLY LINE; THENCE SOUTH 89°39'30" EAST 550.07 FEET PARALLEL WITH SAID CENTER LINE TO SAID WESTERLY LINE; THENCE SOUTH 0°18'30" WEST 506.09 FEET ALONG SAID WESTERLY LINE TO THE POINT OF BEGINNING.

ALSO EXCEPT THEREFROM THAT PORTION DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE SOUTH LINE OF SAID ALLOTMENT, NORTH 89°45'00" WEST 7179.48 FEET FROM THE SOUTHEAST CORNER OF SAID ALLOTMENT AS PER MAP RECORDED IN BOOK 4, PAGE 440 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF LOS ANGELES COUNTY, CALIFORNIA; THENCE NORTH 0°11'00" EAST 1320.66 FEET TO A POINT ON THE CENTERLINE OF STRUCK AVENUE AS ESTABLISHED BY THE DEED RECORDED MAY 13, 1965 AS INSTRUMENT NO. 9517, IN BOOK 7518, PAGE 808 OF OFFICIAL RECORDS, SAID POINT ALSO BEING THE NORTHWEST CORNER OF THE PROPERTY CONVEYED TO THE PLASTIC AND REALTY PROPERTIES COMPANY BY DEED RECORDED NOVEMBER 15, 1974 AS INSTRUMENT NO. 13043, IN BOOK 11288, PAGE 672 OF OFFICIAL RECORDS, AND SAID POINT IS HEREAFTER REFERRED TO AS THE TRUE POINT OF BEGINNING; THENCE FROM SAID TRUE POINT OF BEGINNING, SOUTH 89°43'00" EAST 467.86 FEET ALONG THE NORTH LINE OF THE PLASTIC AND REALTY PROPERTIES COMPANY LAND AS ESTABLISHED IN THE ABOVE MENTIONED DOCUMENT, TO A POINT OF CUSP WITH A NON-TANGENT CURVE CONCAVE NORTHERLY, HAVING A RADIUS OF 60.00 FEET, A RADIAL LINE THROUGH SAID POINT BEARS SOUTH 89°43'00" EAST; THENCE SOUTHERLY AND SOUTHWESTERLY



ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 133°20'30" AN ARC DISTANCE OF 139.64 FEET TO A POINT ON A TANGENT CURVE, CONCAVE SOUTHERLY HAVING A RADIUS OF 50.00 FEET; THENCE NORTHERLY AND NORTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 43°20'30" AN ARC DISTANCE OF 37.82 FEET; THENCE TANGENT TO SAID CURVE NORTH 89°43'00" WEST 332.31 FEET; THENCE NORTH 0°11'00" EAST 30.00 FEET TO THE TRUE POINT OF BEGINNING, AS CONVEYED TO THE CITY OF ORANGE BY DEED RECORDED FEBRUARY 24, 1975 AS INSTRUMENT NO. 14940, IN BOOK 11345, PAGE 24 OF OFFICIAL RECORDS.

PARCEL 2:

A NON-EXCLUSIVE EASEMENT FOR SPECIFIC PURPOSES OF LAYING, OR CAUSING TO BE LAID, GAS, WATER, STORM DRAIN, AND SEWER PIPES AND MAINS AND CONDUITS AT LEAST 18 INCHES OR MORE UNDER, AND THROUGH THE WESTERLY 10 FEET OF THE FOLLOWING DESCRIBED LAND AS PERMITTED BY THE DEPARTMENT OF PUBLIC WORKS OF THE CITY OF ORANGE, TOGETHER WITH THE RIGHT OF ACCESS TO SAID GAS, WATER, STORM DRAIN, AND SEWER LINES FOR THE PURPOSES OF INSTALLATION, INSPECTION, ALTERATION, REPAIR, REPLACEMENT OR OTHER RELATED ACTIVITY, UPON THE CONDITIONS SET FORTH IN THAT CERTAIN DEED AND GRANT OF EASEMENT DATED OCTOBER 15, 1974, EXECUTED BY WILLIAM C. LAZIER AND OTHERS, RECORDED NOVEMBER 15, 1974 AS INSTRUMENT NO. 13043, IN BOOK 11288, PAGE 672 OF OFFICIAL RECORDS.

THAT PORTION OF THE LAND ALLOTTED TO A. SEBASTIAN VAN DE GRAAF, IN DECREE OF PARTITION OF THE RANCHO SANTIAGO DE SANTA ANA, RENDERED IN CASE NO. 1192 AND ENTERED SEPTEMBER 12, 1968 IN BOOK B, PAGE 410 OF JUDGMENTS OF THE 17TH JUDICIAL DISTRICT COURT OF CALIFORNIA, DESCRIBED AS FOLLOWS:

BEGINNING AT THE INTERSECTION OF THE CENTER LINE OF COLLINS AVENUE, 60.00 FEET WIDE, THE SOUTHERLY PROLONGATION OF THE EASTERLY LINE OF THE 5.075 ACRE PARCEL OF LAND SHOWN ON A MAP FILED IN BOOK 32, PAGE 25 OF RECORDS OF SURVEY, IN THE OFFICE OF THE COUNTY RECORDER OF SAID COUNTY, SAID EASTERLY LINE BEING ALSO THE WESTERLY LINE OF THE ATCHISON, TOPEKA AND SANTA FEY RAILWAY COMPANY RIGHT-OF-WAY AS DESCRIBED IN THE DEED TO SAID RAILWAY COMPANY, RECORDED MAY 19, 1959 AS INSTRUMENT NO. 78387, IN BOOK 4719, PAGE 405 OF OFFICIAL RECORDS; THENCE ALONG SAID CENTER LINE NORTH 89°39'30" WEST 549.21 FEET; THENCE NORTH 0°12'40" EAST 506.00 FEET PARALLEL WITH SAID WESTERLY LINE; THENCE SOUTH 89°39'30" EAST 550.07 FEET PARALLEL WITH SAID CENTER LINE TO SAID WESTERLY LINE; THENCE SOUTH 0°18'30" WEST 506.00 FEET ALONG SAID WESTERLY LINE TO THE POINT OF BEGINNING.

EXCEPTING THEREFROM THE SOUTHERLY 40.00 FEET AS DESCRIBED IN THE DEED TO THE CITY OF ORANGE, RECORDED JUNE 30, 1970 AS INSTRUMENT NO. 20711, IN BOOK 9361, PAGE 347 OF OFFICIAL RECORDS OF SAID COUNTY.

ALSO EXCEPTING THERE FROM THE FOLLOWING:

BEGINNING AT A POINT ON THE SOUTH LINE OF SAID ALLOTMENT, NORTH 89°45'00" WEST 7179.48 FEET FROM THE SOUTHEAST CORNER OF SAID ALLOTMENT AS PER MAP RECORDED IN BOOK 4, PAGE 440 OF MISCELLANEOUS RECORDS, IN THE OFFICE OF THE COUNTY RECORDER OF LOS ANGELES COUNTY, CALIFORNIA; THENCE NORTH 0°11'00" EAST 1320.66 FEET TO A POINT ON THE CENTERLINE OF STRUCK AVENUE AS ESTABLISHED BY THE DEED RECORDED MAY 13, 1965 AS INSTRUMENT NO. 9517, IN BOOK 7518, PAGE 808 OF OFFICIAL RECORDS, SAID POINT ALSO BEING THE NORTHWEST CORNER OF THE PROPERTY CONVEYED TO THE PLASTIC AND REALTY PROPERTIES COMPANY BY DEED RECORDED NOVEMBER 15, 1974 AS INSTRUMENT NO. 13043, IN BOOK 11288, PAGE 672 OF OFFICIAL RECORDS, AND SAID POINT IS HEREAFTER REFERRED TO AS THE TRUE POINT OF BEGINNING; THENCE FROM SAID TRUE POINT OF BEGINNING, SOUTH 89°43'00" EAST 467.86 FEET ALONG THE NORTH LINE OF THE PLASTIC AND REALTY PROPERTIES COMPANY LAND AS ESTABLISHED IN THE ABOVE MENTIONED DOCUMENT, TO A POINT OF CUSP WITH A NON-TANGENT CURVE CONCAVE NORTHERLY, HAVING A RADIUS OF 60.00 FEET, A RADIAL LINE



THROUGH SAID POINT BEARS SOUTH 89°43'00" EAST; THENCE SOUTHERLY AND SOUTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 133°20'30" AN ARC DISTANCE OF 139.64 FEET TO A POINT ON A TANGENT CURVE, CONCAVE SOUTHERLY HAVING A RADIUS OF 50.00 FEET; THENCE NORTHERLY AND NORTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF 43°20'30" AN ARC DISTANCE OF 37.82 FEET; THENCE TANGENT TO SAID CURVE NORTH 89°43'00" WEST 332.31 FEET; THENCE NORTH 0°11'00" EAST 30.00 FEET TO THE TRUE POINT OF BEGINNING, AS CONVEYED TO THE CITY OF ORANGE BY DEED RECORDED FEBRUARY 24, 1975 AS INSTRUMENT NO. 14940, IN BOOK 11345, PAGE 24 OF OFFICIAL RECORDS.

PARCEL 3:

A NON-EXCLUSIVE EASEMENT FOR INGRESS AND EGRESS ON AND OVER THE WESTERLY 20 FEET OF PARCEL 2 OF PARCEL MAP NO. 84-757, IN THE CITY OF ORANGE, AS SHOWN ON A MAP FILED IN BOOK 194, PAGES 5 AND 6 OF PARCEL MAPS, AS SET FORTH IN THAT CERTAIN DEED AND GRANT OF EASEMENT RECORDED APRIL 05, 1985 AS INSTRUMENT NO. 85-121284 OF OFFICIAL RECORDS OF THE COUNTY OF ORANGE.

PARCEL 4:

A NON-EXCLUSIVE EASEMENT FOR THE PLACEMENT AND INSTALLATION OF UTILITIES ON, IN AND OVER THE WESTERLY 10 FEET OF PARCEL 2 OF PARCEL MAP NO. 84-757, IN THE CITY OF ORANGE, AS SHOWN ON A MAP FILED IN BOOK 194, PAGES 5 AND 6 OF PARCEL MAPS, AS SET FORTH IN THAT CERTAIN DEED AND GRANT OF EASEMENT RECORDED APRIL 05, 1985 AS INSTRUMENT NO. 85-121284 OF OFFICIAL RECORDS OF THE COUNTY OF ORANGE.

APN: FOR CONVEYANCING PURPOSES ONLY: 375-331-04



# Agenda Item

## Planning Commission

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**Item #:** 4.2.

**7/21/2025**

**File #:** 25-0391

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**TO:** Chair and Members of the Planning Commission

**THRU:** Hayden Beckman, Planning Manager

**FROM:** Monique Schwartz, Senior Planner

### 1. SUBJECT

Public Hearing to consider a request to construct a new warehouse facility at 534 W. Struck Avenue.

### 2. SUMMARY

The applicant proposes to redevelop an existing 9.98-acre industrial site with a 213,572 square-foot warehouse facility, a 450 square-foot detached pump house, truck yard, surface parking, landscaping, and related site improvements. Environmental Review No. 1889, an Addendum to Certified Environmental Impact Report No. 1870-20 [State Clearinghouse (SCH) No. 2021090399] was prepared to evaluate the physical environmental impacts of the project in conformance with the provisions of the California Environmental Quality Act (CEQA), [Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, an Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399)].

### 3. RECOMMENDED ACTION

1. Conduct and close Public Hearing
2. Adopt Planning Commission Resolution No. PC 09-25 recommending approval to the City Council of Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, an Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) for the demolition of an existing 40,000 square-foot manufacturing facility and construction of a new 213,572 square-foot warehouse facility that includes 199,572 square feet of warehouse and 14,000 square feet of office space, a 450 square-foot detached pump house, and related site improvements, located at 534 W. Struck Avenue.

### 4. AUTHORIZING GUIDELINES

Orange Municipal Code (OMC) Table 17.08.020 depicts the authority of the City's reviewing bodies to make decisions and/or recommendations on land use applications. This project involves applications for a Conditional Use Permit, Major Site Plan Review, Design Review, and an Addendum to a Certified Environmental Impact Report which requires a final determination by the City Council. OMC Table 17.08.020(b) states that when more than one type of application is filed for a single project, the application requiring the highest level of approval shall dictate the review process for the entire group of applications. Therefore, the Planning Commission is to act in an advisory capacity to the City Council for the sum of applications because the City Council is the final decision-maker for the

environmental document.

## 5. PROJECT BACKGROUND

<i>Applicant:</i>	Prologis, Maggie Xu
<i>Property Owner</i>	Prologis, Maggie Xu
<i>Property Location</i>	534 W. Struck Avenue
<i>Existing General Plan Land Use Element Designation</i>	Light Industrial, Max 1.0 Floor Area Ratio, Three-Story Height Limit (LI)
<i>Existing Zoning Classification</i>	Industrial (M-2)
<i>Old Towne</i>	No
<i>Specific Plan/PC</i>	No
<i>Site Size</i>	9.98 acres
<i>Circulation</i>	Vehicle access for the project is provided by three two-way driveways along the Struck Avenue frontage. The driveways at the northeast and northwest corners are designated for truck/trailer access, while the center driveway will be used by passenger vehicles. These driveways connect to interior drive aisles that lead to the project's required parking. All three driveways will not have gated entries.
<i>Existing Conditions</i>	The site is currently developed with a vacant 40,000 square-foot concrete tilt-up building and parking lot that was formerly occupied until the end of 2020 by Nursery Supplies, Inc., which was a manufacturer of plastic nursery planting pots. There is an existing private railroad track on the eastern portion of the site that connects to the Orange County Transportation Authority/Southern California Regional Rail Authority (OCTA/SCRRA) railroad track. The site contains mature trees and landscaping along the property frontage. The existing building, site improvements, and private railroad track will be removed to accommodate the project.
<i>Surrounding Land Uses and Zoning</i>	To the north are West Struck Avenue and public facility uses including the City of Orange Public Works Department Corporation Yard, The HUB Resource Center, and a recently constructed affordable multi-family apartment development called Valencia Garden Apartments, zoned Public Institution (P-I). To the south are industrial and commercial uses including Public Self Storage, California Gasket and Rubber Corp., and Alliance Hose & Extrusions, Inc., zoned Industrial (M-2). To the east are the OCTA/SCRRA railroad and industrial uses including a vehicle storage yard, and storage facilities, zoned Light Industrial (M-1) and Industrial (M-2). To the west are industrial and commercial businesses including Surecoat Systems, Devito's Porsche Repair, and Coach Auto Restyler Inc., zoned Industrial (M-2).

<i>Previous Applications/Entitlements</i>	On August 22, 2023, the City Council approved Resolution No. 11487, approving Conditional Use Permit No. 3137-21, Major Site Plan Review No. 1039-21, Design Review No. 5028-21, and Environmental Impact Report (EIR) No. 1870-20 [State Clearinghouse (SCH) No. 2021090399] for the demolition of an existing 40,000 square-foot manufacturing facility and construction of a 57,900 square-foot truck terminal that included 52,900 square feet of warehouse space, 5,000 square feet of office space, and a 5,400 square-foot accessory maintenance building (previous project). On February 11, 1982, Conditional Use Permit No. 1190 was approved to allow use of a trailer as a temporary office for recreational vehicle storage.
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## 6. PROJECT DESCRIPTION

### Background

On August 22, 2023, the City Council approved the demolition of an existing 40,000 square-foot manufacturing facility and construction of a 57,900 square-foot truck terminal that included 52,900 square feet of warehouse space, 5,000 square feet of office space, and a 5,400 square-foot accessory maintenance building. Subsequent to project approval, the applicant determined that a truck terminal was no longer in line with current market demands and decided to pursue new entitlements for a warehouse facility.

### Proposed Project

The applicant proposes to demolish the existing 40,000 square-foot manufacturing facility and remove an unused Burlington Northern & Santa Fe railroad track located on the east side of the site in order to redevelop the property with a new 213,572 square-foot warehouse that includes 199,572 square feet of warehouse and 14,000 square feet of office space, a 450 square-foot detached pump house, truck yard, surface parking, landscaping, and related site improvements (See Attachment 13 - Project Plans).

The proposed warehouse building is situated towards the center of the site. The east side of the building is inset from the east property line to accommodate a truck loading dock with 27 overhead sectional doors, two delivery doors, and 45 trailer parking spaces.

Although the building is undivided, it has been designed to accommodate two potential tenants. Main entrances are located at both the northwest and southwest corners of the building. The interior of the building will be configured with office area, restrooms, break rooms, conference rooms, and a large warehouse on the first floor, and office area and restrooms on the second floor.

Below are the floor plan square footage breakdowns:

Floor Plans	Office (Square Feet)	Warehouse (Square Feet)	Total Building Area (Square Feet)
Floor 1	Northwest Corner: 3,500 Southwest Corner: 3,500	199,572	206,572

Floor 2	Northwest Corner: 3,500 Southwest Corner: 3,500		7,000
Total	14,000	199,572	213,572

There are no specific tenants proposed for occupancy within the building at this time; however, the building will be utilized for warehouse and distribution purposes. Typical operational characteristics will include employees traveling to and from the site, delivery of materials for storage within the building, truck loading and unloading, and product distribution. It is anticipated that the facility will operate 24 hours a day, 7 days a week, and will employ between 150-200 people.

#### Site Access and Parking

Access to the project site is provided by three two-way driveways located along Struck Avenue. The driveways at the northeast and northwest corners are designated for truck/trailer access, while the center driveway will be used by passenger vehicles. These driveways connect to interior drive aisles that lead to 108 open parking spaces and two company owned vehicle spaces located in the gated truck yard, for a total of 110 parking spaces. In addition, 45 trailer parking spaces are located along the east property line in the gated truck yard.

Pedestrian access to the building is provided along the north, east, and west sides of the building, and pedestrian gates are located at the truck yard gated entries on the northeast side and southeast corner of the building.

#### Building Architecture

The project features a contemporary architectural style that reflects current trends in industrial development. Architectural features include 45-foot-tall flat roof lines, varied rectangular windows, enhanced corner detailing at the main entrances at the northwest and southwest corners, and at the northeast corner, horizontal and vertical reveals, and geometric scoring accent details. The use of a variety of exterior building materials also contributes to this distinctive architectural style, including concrete tilt-up wall panels in a painted finish, black anodized aluminum storefront systems, green reflective glazing, painted metal canopies at main entrances, painted sectional roll-up loading dock doors, and painted hollow metal building access doors. The building will incorporate a coordinated color scheme in contrasting shades of gray and white.

#### Accessory Structures

A 14-foot-tall, 450 square-foot detached pump house used for water supply and drainage purposes will be located north of the vehicle access gates adjacent to the northeast corner of the building. A trash enclosure, designed to current City regulations regarding solid waste (trash, recycling, and organics) will be attached to the west side of this building. The combination pump house and trash enclosure will incorporate similar design features and matching colors and materials as the warehouse building, including simple rectangular design, painted concrete tilt-up panels, and painted metal gates and access doors. A corrugated metal roof is proposed over the trash enclosure.

A second concrete tilt-up trash enclosure is proposed on the east side of the warehouse building adjacent to the southeast corner. This trash enclosure will be compliant with City regulations and will consist of similar design, materials, and colors as the trash enclosure attached to the pump house.

#### Streetscape and Landscaping

The existing project frontage does not include a sidewalk along Struck Avenue. The applicant is proposing the construction of a 6-foot-wide sidewalk along the entire property frontage that will connect to the existing sidewalk at the terminus of the Struck Avenue cul-de-sac. The Public Works Department does not require the installation of street trees due to the width of the new sidewalk.

The existing site has many existing mature trees, primarily along the property frontage; however, 52 trees will be removed to accommodate the project, and 165 new trees are proposed, consistent with the City's benchmark tree calculation.

The Landscape Plans illustrate the proposed landscape palette for the project. The project incorporates a variety of water efficient plant material along the street frontage and at the building foundation as seen from the public right-of-way, including Crape Myrtle, Afghan Pine, Canary Island Pine, Holly Oak, and Chinese Pistache trees as well as a mix of shrubs and groundcover, including Dwarf Bottle Brush, Texas Privet, Indian Hawthorn, Dwarf Acacia, and Yellow Lantana.

The project interior will include Brisbane Box trees along the west and south property lines, and Afghan Pine, Canary Island Pine, Holly Oak, and Chinese Pistache trees in the parking areas. Similar groupings of shrubs and ground cover are also proposed. There is no landscaping proposed along the east property line that borders the existing railroad right-of-way.

Project hardscape includes concrete walkways in a medium broom finish, and decorative paving at the three driveway entries.

#### Fences/Walls

All existing perimeter fencing will be removed. New six-foot-tall open wrought iron fencing is proposed approximately 8 feet-8 inches south of the north property line, and along the east property line. Eight-foot-tall open wrought iron fencing is proposed along the west and south property lines. No vehicle access gates are proposed at the three driveway entries off Struck Avenue. There will be a new 14-foot-tall screen wall with eight-foot-tall metal sliding vehicle access gates located at the entrance to the truck yard adjacent to the northeast corner of the building, and eight-foot-tall metal fencing with swinging vehicle access gates located at the southeast corner of the building. The proposed wall and vehicle gates provide secure access and screening to the truck yard and loading dock area.

#### Lighting

Wall mounted LED light fixtures are proposed on all building elevations, including at the two main building entrances. The fixture styles are contemporary and compatible with the architecture of the building. Pole-mounted LED parking lot and drive aisle lighting are also proposed for safety and security purposes. These fixtures will have shields directed downward to prevent off-site light spillage.

#### Signage

Conceptual signage is included for illustrative purposes and is not part of this project proposal. A monument sign is proposed along the property frontage at the west driveway entrance and wall signage is proposed on the west elevation. All signage will conform with the City's sign regulations.

## **7. PROJECT ANALYSIS**

### Hours of Operation and Project Adjacency to Residential Development:

The applicant is requesting a Conditional Use Permit to operate a warehouse facility 24 hours a day,

7 days a week. OMC Section 17.20.300 limits hours of operation from 7:00 a.m. to 10:00 p.m. for industrial uses with outdoor activities within 300 feet of any residential zone. The Planning Commission may approve additional hours by Conditional Use Permit when the Commission finds that such hours will not generate additional disturbance or that mitigation measures will ensure compatibility with nearby residential districts.

The project site is located approximately 47 feet from a residentially zoned apartment development (Citrus Grove Apartments) to the northeast, across the railroad tracks. The project site is also located approximately 147 feet from the newly constructed Valencia Garden Apartments property to the north across Struck Avenue, although not residentially zoned. The proposed warehouse building itself is located between 311 to 317 feet from the nearest residential building on each of these properties.

The project has been designed to be mindful of these neighboring residential uses by incorporating various site and building design features, including warehouse layout with the truck loading dock on the east side facing the existing railroad and away from residential uses, two designated truck/trailer access driveways on the northeast and northwest corners to ensure adequate on-site queueing and circulation, installation of a 14-foot-tall concrete screen wall along the north side of the loading dock, layered landscape setbacks including at the northeast corner truck yard entrance, on-site signage that provides directional guidance to trucks entering and exiting the property, and truck idling restrictions. Please refer to the Addendum (Attachment 11) for a more detailed description of the site and building design features that serve to reduce potential impacts on the adjacent residential uses. In addition, the Addendum indicates that the prior approved truck terminal project would have produced 396 two-way trips per day, while the proposed warehouse project would generate 372 two-way trips per day. The operational air quality emissions, noise volumes, and greenhouse gas emissions would be similar or reduced due to the decrease in vehicle trips. Staff included Conditions of Approval within Resolution No. PC 09-25 (Attachment 1) to ensure that potential impacts from grading and construction operations, and truck traffic generated by the project are minimized.

### Project Design

The project complies with the development standards of the M-2 zone as illustrated in the Industrial Development Summary Table included on Sheet DAB-A0.1 of the project plans (Attachment 13). As conditioned, the project incorporates site and building design features to reduce potential impacts on the adjacent residential uses. The proposed contemporary building design and scale complement the eclectic character of the area, and the landscaping provides the project frontages with a hierarchy of plant material that soften the building mass and scale. Overall, the proposed project presents an integrated design that provides a renewed, updated, and improved appearance to the site and to the surrounding community.

## **8. PUBLIC NOTICE**

On July 10, 2025, the City sent a Public Hearing Notice to a total of 250 property owners/tenants within a 300-foot radius of the project site and persons specifically requesting notice. The project site was also posted in two locations with the notification on that same date.

## **9. ENVIRONMENTAL REVIEW**

### Previous Project (Truck Terminal)

A Mitigated Negative Declaration (MND) was originally prepared for the previous truck terminal project proposed on the subject site. On September 23, 2021, the City circulated a Notice of Intent to Adopt MND No. 1870-20 for the project. The MND was circulated for public review from September

23 to October 25, 2021. During the 30-day public review period, comments received requested additional technical analysis (e.g., air quality and noise modeling, traffic). In order to address the environmental concerns raised, additional technical analyses were prepared and Draft EIR No. 1870-20 was prepared to provide a comprehensive environmental review of the project. The Draft EIR was available for public review for 45 days, beginning on March 31, 2023 and ending on May 15, 2023. Staff received five comments during the public review period and prepared responses to comments to address any environmental concerns.

On August 22, 2023, the City Council approved Resolution No. 11487 certifying Final EIR No. 1870-20 [State Clearinghouse (SCH) No. 2021090399], adopting a Mitigation Monitoring and Reporting Program and Findings of Fact; and approving CUP No. 3137-21, MJSP No. 1039-21, and DRC No. 5028-21. The 2023 Certified EIR and its technical appendices are attached for reference (Attachments 8 - 10). The 2023 Certified EIR concluded that the truck terminal project would not result in any significant and unavoidable environmental impacts. Project-level mitigation measures were required to reduce potentially significant impacts to levels considered less than significant for the following topical issues: Biological Resources (due to the potential to impact nesting migratory birds protected by the MBTA and California Fish and Game Code); Cultural Resources (due to the potential to encounter buried archaeological resources); Geology and Soils (due to the potential to encounter buried paleontological resources); Hazards and Hazardous Materials (due to the potential to uncover contaminated soils); and Tribal Cultural Resources (due to the potential to encounter buried tribal cultural resources).

#### Proposed Project (Warehouse)

Environmental Review No. 1889, an Addendum to Certified EIR No. 1870-20 (SCH No. 2021090399) (Attachments 11 - 12), was prepared for the proposed warehouse project. The purpose of the Addendum is to evaluate the potential environmental impacts of the proposed project. In accordance with the California Environmental Quality Act (CEQA), the Addendum analyzes the warehouse project and demonstrates that all potential environmental impacts associated with the project at buildout would be within the envelope of impacts already evaluated in the 2023 Certified EIR. Accordingly, this Addendum provides an analysis of the revised project and verification that the revised project will not result in any new, increased or substantially different impacts, other than those previously considered and addressed in the 2023 Certified EIR. Public review of the Addendum is not required.

## **10. ADVISORY BOARD ACTION**

#### Staff Review Committee

The City's interdepartmental Staff Review Committee (SRC) conducted reviews of the project on June 5, 2024, August 14, 2024, and on October 10, 2024. On January 15, 2025, SRC recommended that the project proceed to the Design Review Committee (DRC).

#### Design Review Committee

The DRC reviewed the project on May 7, 2025, where the DRC provided comments relating to design intent of the geometric scoring on the building exterior, perimeter fencing and concern with tree maintenance and mature canopy along the west and south property lines, building color selection as it relates to local context and sense of place, retention of existing mature trees, concerns with public domain and location of fencing along the north property line, tree size at the front of the project, tree palette to reflect more water efficient species, and project lighting. The DRC recommended project approval with the following conditions to the Planning Commission by a 6-0-1



vote:

1. The Magnolia trees located at the front of the project shall be upsized to a 36-inch box size.
2. The six-foot wrought iron fencing along the north property line shall be moved from back of sidewalk to the back of trees at the edge of the parking lot.
3. The tree palette shall be revised to reflect more water efficient species for drought tolerance and security in consultation with staff.

The Staff Report and Minutes for the May 7, 2025 meeting are provided as Attachments 5 and 6 to this report. The DRC conditions of approval are included within Planning Commission Resolution No. PC 09-25 (Attachment 1).

The applicant has subsequently revised the project plans (Attachment 13), addressing the Conditions of Approval recommended by the DRC. Also included are the applicant's responses to the DRC comments (Attachment 7).

## 11. ATTACHMENTS

- Attachment 1 Planning Commission Resolution No. PC 09-25
- Attachment 2 Vicinity Map
- Attachment 3 Applicant's Letter of Justification
- Attachment 4 Existing Site Photographs
- Attachment 5 Design Review Committee Staff Report dated May 7, 2025
- Attachment 6 Design Review Committee Minutes dated May 7, 2025
- Attachment 7 Applicant's Responses to the May 7, 2025 DRC Meeting Added Conditions of Approval
- Attachment 8 2023 Draft EIR No. 1870-20, dated March 2023

- Attachment 9 Final EIR No. 1870-20 [State Clearinghouse (SCH) No. 2021090399], dated June 28, 2023
- Attachment 10 Final EIR No. 1870-20 Technical Appendices
- Attachment 11 Environmental Review No 1889, Addendum to Certified EIR (SCH No. 2021090399)
- Attachment 12 Environmental Review No. 1889, Addendum to Certified EIR (SCH No. 2021090399) Technical Appendices
- Attachment 13 Project Plans, date stamped received June 12, 2025
- Attachment 14 Color and Materials Board; Physical Boards Provided at Meeting

**MINUTES**

**City of Orange**

**Planning Commission**

July 21, 2025

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The Planning Commission of the City of Orange, California convened on July 21, 2025, at 5:30 p.m. in a Regular Meeting in the Council Chamber, 300 E. Chapman Avenue, Orange, California.

**1. OPENING/CALL TO ORDER**

Chair Vejar called the meeting to order at 5:34 p.m.

**1.1 PLEDGE OF ALLEGIANCE**

Commissioner Maldonado led the flag salute.

**1.2 ROLL CALL**

**Present:** Leslie, Martinez, Maldonado, Tucker, McCormack, and Vejar

**Absent:** Vazquez

**2. PUBLIC COMMENTS**

None.

**3. CONSENT CALENDAR**

All matters listed under the Consent Calendar are considered to be routine by the Planning Commission and will be enacted by one motion. There will be no separate discussion of said items unless members of the Planning Commission, staff or the public request specific items removed from the Consent Calendar for separate action.

**3.1. Approval of meeting minutes of the City of Orange Planning Commission Regular Meeting held on July 7, 2025.**

ACTION: Approved minutes as presented.

**Approval of the Consent Calendar**

A motion was made by Commissioner Martinez, seconded by Vice Chair Leslie, to approve the Consent Calendar. The motion carried by the following vote:

**Ayes:** Leslie, Martinez, Maldonado, Tucker, McCormack, and Vejar

**Noes:** None

**Absent:** Vazquez

#### 4. PUBLIC HEARINGS

##### 4.1. Public Hearing to consider an ordinance establishing farmworker and employee housing as a permitted land use for certain qualifying properties and finding of CEQA exemption.

Associate Planner, Arlen Beck presented a summary of the staff report. Commissioner Maldonado suggested a language change to one of the proposed special use regulations.

Chair Vejar opened the public hearing at 5:41 p.m.

There being no public speakers, Chair Vejar closed the public hearing at 5:42 p.m.

A motion was made by Commissioner Martinez, seconded by Commissioner Maldonado to:

1. Adopt Planning Commission Resolution No. 08-25 recommending the City Council adopt an Ordinance amending Title 17 of the Orange Municipal Code to comply with the Employee Housing Act (Health and Safety Code Sections 17000-17062.5) regarding farmworker and employee housing as a permitted use in certain zoning districts and related definitions and development standards, with suggested special use regulation language modification.

2. Recommend that the City Council find the ordinance categorically exempt from the California Environmental Quality Act (CEQA) per State CEQA Guidelines Sections 15061(b)(3).

**Ayes:** Leslie, Martinez, Maldonado, Tucker, McCormack, and Vejar

**Noes:** None

**Absent:** Vazquez

##### 4.2. Public Hearing to consider a request to construct a new warehouse facility at 534 W. Struck Avenue.

Due to a potential conflict with employment, Chair Vejar recused herself and left the meeting at 5:48 p.m.

Senior Planner, Monique Schwartz presented a summary of the staff report.

Vice Chair Leslie opened the public hearing at 5:49 p.m.

The following members of the applicant team spoke on behalf of the project:

Maggie Xu with Prologis

Joshua Lesinski with Albert Webb & Associates

Nicole Morse with T&B Planning

##### Public Speakers:

The following spoke in favor of the project:

Juan Serrato with Labors International Union of North America

Jose Garcia with Labors International Union of North America

Vice Chair Leslie closed the public hearing at 6:23 p.m.

The Planning Commission requested clarification regarding warehouse peak hours of operation, on-site storm drain water retention and parking lot run-off, and possible

conflicting hours of operation with the Valencia Gardens Apartments.

A motion was made by Commissioner Tucker, seconded by Commissioner Martinez to:

Adopt Planning Commission Resolution No. PC 09-25 recommending approval to the City Council of Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, an Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) for the demolition of an existing 40,000 square-foot manufacturing facility and construction of a new 213,572 square-foot warehouse facility that includes 199,572 square feet of warehouse and 14,000 square feet of office space, a 450 square-foot detached pump house, and related site improvements, located at 534 W. Struck Avenue.

**Ayes:** Leslie, Martinez, Maldonado, Tucker, and McCormack

**Noes:** None

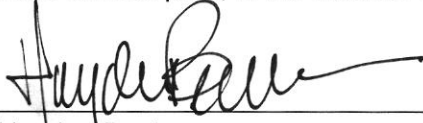
**Absent:** Vazquez

**Recuse:** Vejar

## 5. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:30 p.m.

The next Regular Planning Commission Meeting will be held on Monday, August 4, 2025 at 5:30 p.m., in the Council Chamber.



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Hayden Beckman  
Planning Manager



July 18, 2025

City of Orange  
Planning Commission  
300 E. Chapman Avenue  
Orange, CA 92866

Sent via email 07/18/25

Dear Planning Commissioners,

I am writing to express my enthusiastic support for the warehouse project that Prologis is proposing in the City of Orange.

Over the years, the Prologis team has consistently demonstrated a strong commitment to the communities in which it operates. In Orange, that commitment has been evident through meaningful contributions to organizations like HomeAid OCLA and the Hub OC. Prologis team members have active participation in fundraising events, and direct support of our facilities through community engagement.

In addition to sponsoring our annual gala for several consecutive years, the Prologis team has volunteered their time to help clean local facilities and donated materials for both our Holiday gift drive and our annual diaper drive. Prologis has proven to be more than just a business - it is a dedicated and valued community partner.

The proposed warehouse project not only promises to create jobs and stimulate local economic growth but also reflects Prologis's ongoing tradition of being a responsible and engaged corporate neighbor. We are confident that this development will be executed with thoughtfulness and care.

I respectfully urge the Planning Commission to approve this project, as it will provide lasting benefits for our city and its residents. I am personally in support of this as a City of Orange resident and business leader in our community.

Sincerely,

Gina R. Cunningham  
Executive Director

Resident: 231 North Cambridge Street  
Orange, CA 92866



# Agenda Item

## Orange City Council

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**Item #:** 8.2.

**9/9/2025**

**File #:** 25-0479

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Russell Bunim, Community Development Director

### 1. SUBJECT

Public Hearing to consider Introduction and First Reading of an ordinance establishing farmworker/employee housing as a permitted land use for certain qualifying properties and finding of California Environmental Quality Act (CEQA) exemption. Ordinance No. 14-25.

### 2. SUMMARY

The proposed ordinance amends the Orange Municipal Code to align with State law by allowing certain types of employee and farmworker housing as permitted uses in applicable residential and agricultural zoning districts. The ordinance ensures consistency with the Employee Housing Act (Health and Safety Code Sections 17000-17062.5) and supports the City's housing goals by facilitating the development and operation of housing for farmworkers and other employees.

### 3. RECOMMENDED ACTION

1. Conduct and close the public hearing.
2. Introduce and conduct First Reading of Ordinance No. 14-25. An Ordinance of the City Council of the City of Orange amending Title 17 of the Orange Municipal Code to comply with the Employee Housing Act (Health and Safety Code Sections 17000-17062.5) regarding farmworker and employee housing.
3. Find the ordinance categorically exempt from the California Environmental Quality Act (CEQA) per State CEQA Guidelines Sections 15061(b)(3).

### 4. FISCAL IMPACT

None.

### 5. STRATEGIC PLAN GOALS

Not Applicable.

### 6. DISCUSSION AND BACKGROUND

The City's Housing Element, includes Housing Policy Action 3C, which commits the City to amend its zoning regulations to comply with the Employee Housing Act.

The California Employee Housing Act requires local jurisdictions to treat certain forms of employee and farmworker housing as a residential use. Specifically:

- Health and Safety Code §17021.5 prohibits jurisdictions from requiring a use permit for

employee housing for six or fewer persons in residential zones.

- Health and Safety Code §17021.6 requires farmworker housing of up to 36 beds or 12 units to be treated as an agricultural use in agricultural zones

This ordinance provides compliance with State law while expanding housing options for essential workers, including those in the agricultural sector. Key benefits include:

- Supporting low- and moderate-income workers with affordable housing opportunities.
- Removing local zoning barriers that conflict with State housing laws.
- Strengthening the City's ability to meet Regional Housing Needs Assessment (RHNA) obligations.

The ordinance is largely technical in nature and brings the City into statutory compliance, ensuring legal defensibility of its zoning ordinance and Housing Element.

It should be noted that there are limited locations in the city with agricultural zoning; specifically surrounding Orange Hill Restaurant on East Chapman Avenue, and surrounding the Edison transfer facility in the northeastern portion of the city off of Cannon Street (northwest of Serrano Heights). Maps of each area are provided as Attachment 4.

## Planning Commission

At the July 21, 2025, Planning Commission meeting, the Planning Commission approved a resolution recommending that the City Council approve the draft ordinance with the following modification to Section IV: Section 17.13.040(JJJ)(2).

Original language:

### 2. Employee Housing for Six or Fewer Persons.

In accordance with Health and Safety Code Section 17021.5, employee housing providing accommodations for six or fewer employees shall be considered a residential use of property by a single family.

Suggested language:

### 2. Employee Housing for Six or Fewer Persons.

In accordance with Health and Safety Code Section 17021.5, employee housing providing accommodations for six or fewer employees shall be considered a single-family residential use.

Commissioner Martinez included Commissioner Maldonado's suggested language change in the motion to approve the item.

## 7. ENVIRONMENTAL REVIEW

The proposed project is not subject to the provisions of the California Environmental Quality Act (CEQA) pursuant to (1) Section 15061(b)(3) of the state CEQA Guidelines (Common Sense



Exemption) because it can be seen with certainty that there is no possibility that it would have a significant effect on the environment.

## **8. ATTACHMENTS**

- Attachment 1 - Ordinance No. 14-25
- Attachment 2 - Planning Commission Staff Report, July 21, 2025
- Attachment 3 - Planning Commission Meeting Minutes, July 21, 2025
- Attachment 4 - Agriculture Zones on Zoning Map



# Agenda Item

## Orange City Council

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**Item #:** 8.2.

**9/9/2025**

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3. Find the ordinance categorically exempt from the California Environmental Quality Act (CEQA) per State CEQA Guidelines Sections 15061(b)(3).

### 4. FISCAL IMPACT

None.

### 5. STRATEGIC PLAN GOALS

Not Applicable.

### 6. DISCUSSION AND BACKGROUND

The City's Housing Element, includes Housing Policy Action 3C, which commits the City to amend its zoning regulations to comply with the Employee Housing Act.

The California Employee Housing Act requires local jurisdictions to treat certain forms of employee and farmworker housing as a residential use. Specifically:

- Health and Safety Code §17021.5 prohibits jurisdictions from requiring a use permit for

employee housing for six or fewer persons in residential zones.

- Health and Safety Code §17021.6 requires farmworker housing of up to 36 beds or 12 units to be treated as an agricultural use in agricultural zones

This ordinance provides compliance with State law while expanding housing options for essential workers, including those in the agricultural sector. Key benefits include:

- Supporting low- and moderate-income workers with affordable housing opportunities.
- Removing local zoning barriers that conflict with State housing laws.
- Strengthening the City's ability to meet Regional Housing Needs Assessment (RHNA) obligations.

The ordinance is largely technical in nature and brings the City into statutory compliance, ensuring legal defensibility of its zoning ordinance and Housing Element.

It should be noted that there are limited locations in the city with agricultural zoning; specifically surrounding Orange Hill Restaurant on East Chapman Avenue, and surrounding the Edison transfer facility in the northeastern portion of the city off of Cannon Street (northwest of Serrano Heights). Maps of each area are provided as Attachment 4.

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In accordance with Health and Safety Code Section 17021.5, employee housing providing accommodations for six or fewer employees shall be considered a residential use of property by a single family.

Suggested language:

### 2. Employee Housing for Six or Fewer Persons.

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Commissioner Martinez included Commissioner Maldonado's suggested language change in the motion to approve the item.

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The proposed project is not subject to the provisions of the California Environmental Quality Act (CEQA) pursuant to (1) Section 15061(b)(3) of the state CEQA Guidelines (Common Sense

Exemption) because it can be seen with certainty that there is no possibility that it would have a significant effect on the environment.

## **8. ATTACHMENTS**

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- Attachment 3 - Planning Commission Meeting Minutes, July 21, 2025
- Attachment 4 - Agriculture Zones on Zoning Map

## **ORDINANCE NO. 14-25**

### **AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ORANGE AMENDING TITLE 17 OF THE ORANGE MUNICIPAL CODE TO COMPLY WITH THE EMPLOYEE HOUSING ACT (HEALTH AND SAFETY CODE SECTIONS 17000–17062.5) REGARDING FARMWORKER AND EMPLOYEE HOUSING**

**WHEREAS**, the City of Orange 2021-2029 Housing Element was adopted by City Council on October 20, 2023, and the California State Department of Housing and Community Development found the Housing Element in substantial compliance with State Housing Element Law on January 2, 2024; and

**WHEREAS**, the 2021-2029 Housing Element, Housing Plan Program 4I, states the City will update the Orange Municipal Code to comply with provisions for farmworker housing in compliance with the Employee Housing Act (Sections 17000-17062.5 of the California Health and Safety Code); and

**WHEREAS**, the State of California enacted the Employee Housing Act (California Health and Safety Code Sections 17000 through 17062.5) to promote and facilitate the development of employee and farmworker housing; and

**WHEREAS**, Health and Safety Code Section 17021.5 provides that employee housing consisting of no more than six employees shall be deemed a single-family structure with a residential land use designation and permitted in the same manner as other similar dwellings in all residential zones; and

**WHEREAS**, Health and Safety Code Section 17021.6 provides that employee housing for agricultural employees consisting of no more than 12 units or 36 beds shall be considered an agricultural use, and must be treated the same as other agricultural uses in the same zone; and

**WHEREAS**, the City of Orange seeks to comply with these statutory provisions by amending the Orange Municipal Code (OMC) to appropriately classify and allow employee housing in applicable zoning districts; and

**WHEREAS**, the Planning Commission having considered the proposed revisions to the OMC at a public hearing held on July 21, 2025, including review of the staff report, and having received public testimony on the item, and adopted Resolution No. 08-25 recommending that the City Council approve the proposed amendments to Title 17, Chapter 17.13 of the Orange Municipal Code; and

**WHEREAS**, the City Council, having now considered the proposed changes to the OMC at a public hearing held on September 9, 2025, including review of the staff report, and having received public testimony on the item, desires to adopt the Proposed Ordinance.

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

**SECTION I:**

The recitals stated above are true and correct, incorporated herein, and with the public record, form the basis for this Ordinance.

**SECTION II:**

Section 17.04.020 of the Orange Municipal Code, “Zoning – Definitions – “A” Definitions,” is hereby amended to include the following definition, in alphabetical order:

“Agricultural Employee” as defined by Health and Safety Code Section 17021.6 and Section 1140.4(b) of Title 8 of the California Code of Regulations.

**SECTION III:**

Section 17.04.024 of the Orange Municipal Code, “Zoning – Definitions – “E” Definitions,” is hereby amended to include the following definition, in alphabetical order:

“Employee Housing” any housing accommodation as defined in Health and Safety Code Section 17008, including housing for farmworkers or other employees.

**SECTION IV:**

Table 17.13.030, of the Orange Municipal Code, “Zoning – Master Land Use Table – Permitted Uses,” is hereby amended to add the following:

ZONING	RESIDENTIAL							COMMERCIAL						MIXED USE					INDUSTRIAL		AGRICULTURAL OPEN SPACE			P I	OVERLAY		SAND & GRAVEL
LAND USE	R1-5	R1-6 to R-15	R1-6 to R-140 & R-18	R1-20 to R-28	R-3	R-4	MH	OP	CP/C1	CTR	C2	C3	CR	OTMU-15S	OTMU-15	OTMU-24	NMU-24	UMU	M1	M2	A1	RO	SH	PI	FP-1	FP-2	SG
<b>Housing—Includes all structures permitted as living quarters whether they be for short or long-term occupancy. Includes all uses identified in California Building Code definitions that are preceded with main entry words (key terms) that include one of the following: Dwelling, unit, house, housing, congregate, residence, multifamily, dormitory, home(s), hotel, motel, residential care facility, residential facility, or lodging.</b>																											
Duplex	-	-	-	P*	P*	P*	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Employee Housing, for six or fewer people	P*	P*	P*	P*	P*	P*	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Employee Housing, for seven or more people	C	C	C	C	C	C	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-

Employee Housing for Agricultural Workers, Up to 12 Units or 36 Beds	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	P*	P*	P*	-	-	-	-
Employee Housing for Agricultural Workers, 13 Units or more, or 37 Beds or more	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	C	C	C	-	-	-	-
Fraternity, sorority	-	-	-	-	C	C	-	C	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-



## **SECTION V:**

Title 17, Section 17.13.040 of the Orange Municipal Code is hereby amended to add the following:

JJJ. Employee Housing. Employee housing may occur in residential zones as specified in Table 17.13.030 pursuant to the following:

1. Purpose. The purpose of this section is to bring the Orange Municipal Code into compliance with the California Employee Housing Act (Health and Safety Code Sections 17000–17062.5) by clarifying the regulation of employee and farmworker housing.
2. Employee Housing for Six or Fewer Persons. In accordance with Health and Safety Code Section 17021.5, employee housing providing accommodations for six or fewer employees shall be considered a residential use of property. Such housing shall be permitted in all zones that allow residential uses, subject to the same standards and restrictions applicable to other residential dwellings of the same type in the same zone.
3. Employee Housing for Agricultural Workers (Up to 12 Units or 36 Beds). In accordance with Health and Safety Code Section 17021.6, employee housing consisting of no more than 12 units or 36 beds and exclusively for agricultural employees shall be considered an agricultural use. Such housing shall be permitted in all zones that allow agricultural uses and shall not be subject to any zoning requirements that are more restrictive than those applicable to other agricultural uses in the same zone.
4. Conditional Use and Development Standards. Any employee housing that exceeds the thresholds described in subsections 2. and 3. shall be subject to the applicable zoning, permitting, and conditional use requirements of the underlying zone, consistent with all local and state housing laws.

## **SECTION VI:**

This ordinance is exempt from the requirements of the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3) (Common Sense Exemption), because it can be seen with certainty that there is no possibility that the ordinance may have a significant effect on the environment. The proposed amendments do not significantly increase the potential (in manner or degree) for future development, beyond what is currently permitted by the City of Orange Zoning Code. Therefore, the project would not result in a direct or reasonably foreseeable indirect physical change in the environment.

## **SECTION VII:**

If any section, subdivision, paragraph, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the

remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each section, subdivision, paragraph, sentence, clause and phrase thereof, irrespective of the fact that any one (or more) section, subdivision, paragraph, sentence, clause or phrase had been declared invalid or unconstitutional.

**SECTION VIII:**

The City Clerk is hereby directed to certify the adoption of this Ordinance and cause the same to be published as required by law. This Ordinance shall take effect thirty (30) days from and after the date of its final passage.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Daniel R. Slater, Mayor, City of Orange

**ATTEST:**

\_\_\_\_\_  
Pamela Coleman, City Clerk, City of Orange

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Wayne W. Winthers  
Interim City Attorney, City of Orange

STATE OF CALIFORNIA    )  
COUNTY OF ORANGE     )  
CITY OF ORANGE         )

I, PAMELA COLEMAN, City Clerk of the City of Orange, California, do hereby certify that the foregoing Ordinance was introduced at the regular meeting of the City Council held on the \_\_\_\_ day of \_\_\_\_\_, 2025, and thereafter at the regular meeting of said City Council duly held on the \_\_\_\_ day of \_\_\_\_\_, 2025 was duly passed and adopted by the following vote, to wit:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

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Pamela Coleman, City Clerk, City of Orange



# Agenda Item

## Planning Commission

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Item #: 4.1.

7/21/2025

File #: 25-0425

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**TO:** Chair and Members of the Planning Commission

**THRU:** Hayden Beckman, Planning Manager

**FROM:** Arlen Beck, Associate Planner

### 1. SUBJECT

Public Hearing to consider an ordinance establishing farmworker and employee housing as a permitted land use for certain qualifying properties and finding of CEQA exemption.

### 2. SUMMARY

The proposed ordinance amends the Orange Municipal Code to align with State law by allowing certain types of housing as permitted land uses in applicable residential and agricultural zoning districts. The ordinance ensures consistency with the Employee Housing Act (Health and Safety Code Sections 17000-17062.5) and supports the City's housing goals by facilitating the development and operation of housing for farmworkers and other employees.

### 3. RECOMMENDED ACTION

1. Conduct and close the Public Hearing.
2. Adopt Planning Commission Resolution No. 08-25 recommending the City Council adopt an Ordinance amending Title 17 of the Orange Municipal Code to comply with the Employee Housing Act (Health and Safety Code Sections 17000-17062.5) regarding farmworker and employee housing as a permitted use in certain zoning districts and related definitions and development standards.
3. Recommend that the City Council find the ordinance categorically exempt from the California Environmental Quality Act (CEQA) per State CEQA Guidelines Sections 15061(b)(3).

### 4. AUTHORIZING GUIDELINES

Orange Municipal Code Section 17.08.020 authorizes the Planning Commission to review and make advisory recommendations to the City Council on Zoning Ordinance Amendments.

### 5. PROJECT BACKGROUND

The City of Orange General Plan 2021-2029 Housing Element was adopted by the City Council on October 30, 2023, and the California State Department of Housing and Community Development (HCD) found the Housing Element in substantial compliance with State Housing Element Law on January 2, 2024.

The City's Housing Element, includes Housing Policy Action 4I, which commits the City to amend its zoning regulations to comply with the Employee Housing Act.

The California Employee Housing Act requires local jurisdictions to treat certain forms of employee and farmworker housing as a residential use. Specifically:

- Health and Safety Code §17021.5 prohibits jurisdictions from requiring a use permit for employee housing for six or fewer persons in residential zones.
- Health and Safety Code §17021.6 requires farmworker housing of up to 36 beds or 12 units to be treated as an agricultural use in agricultural zones.

## 6. PROJECT DESCRIPTION

The proposed Ordinance would amend Orange Municipal Code Chapter 17.13.040, Special Use Regulations, to explicitly allow:

- Employee Housing for six or fewer persons as a permitted residential use in all zones allowing single-family uses.
- Farmworker Housing consisting of 36 beds or 12 units as a permitted agricultural use in zones allowing agricultural uses.

In addition, definitions are proposed for “Employee Housing” and “Farmworker Housing” in alignment with State law, and the Ordinance would prohibit standards or requirements beyond those imposed on similar residential dwellings in the same zone.

Consistent with State Law, operators of employee housing must register with HCD annually. The annual registration report includes details about the facility type, number of residents, and facility conditions. Currently, HCD has enforcement authority of employee housing units. However, should a particular development become an issue, the City may assume responsibility for enforcement upon written notice to HCD.

In 2019, American Community Survey (ACS) data reported that within Orange County there were 205 people employed in the farming, fishing, and forestry industries. Because of the low number of people employed in the agriculture and farming industries, the City of Orange has not previously provided specific housing accommodation for this population.

## 7. DISCUSSION

This ordinance provides compliance with State law while expanding housing options for essential workers, including those in the agricultural sector. Key benefits include:

- Supporting low- and moderate-income workers with affordable housing opportunities.
- Removing local zoning barriers that conflict with State housing laws.
- Strengthening the City’s ability to meet Regional Housing Needs Assessment (RHNA) obligations.

The ordinance is largely technical in nature and brings the City into statutory compliance, ensuring legal defensibility of its zoning ordinance and Housing Element.

## **8. PUBLIC NOTICE**

On June 26, 2025, a notice was published in the Orange City News newspaper for a public hearing before the Planning Commission on July 21, 2025.

## **9. ENVIRONMENTAL REVIEW**

The proposed project is not subject to the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the state CEQA Guidelines (Common Sense Exemption) because it can be seen with certainty that there is no possibility that it would have a significant effect on the environment. For this reason, no further CEQA documentation is required.

## **10. ADVISORY BOARD ACTION**

No advisory board review was required for this ordinance.

## **11. ATTACHMENTS**

- Attachment 1 - Planning Commission Resolution No. PC 08-25 with Draft Ordinance

**MINUTES**

**City of Orange**

**Planning Commission**

July 21, 2025

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The Planning Commission of the City of Orange, California convened on July 21, 2025, at 5:30 p.m. in a Regular Meeting in the Council Chamber, 300 E. Chapman Avenue, Orange, California.

**1. OPENING/CALL TO ORDER**

Chair Vejar called the meeting to order at 5:34 p.m.

**1.1 PLEDGE OF ALLEGIANCE**

Commissioner Maldonado led the flag salute.

**1.2 ROLL CALL**

**Present:** Leslie, Martinez, Maldonado, Tucker, McCormack, and Vejar

**Absent:** Vazquez

**2. PUBLIC COMMENTS**

None.

**3. CONSENT CALENDAR**

All matters listed under the Consent Calendar are considered to be routine by the Planning Commission and will be enacted by one motion. There will be no separate discussion of said items unless members of the Planning Commission, staff or the public request specific items removed from the Consent Calendar for separate action.

**3.1. Approval of meeting minutes of the City of Orange Planning Commission Regular Meeting held on July 7, 2025.**

ACTION: Approved minutes as presented.

**Approval of the Consent Calendar**

A motion was made by Commissioner Martinez, seconded by Vice Chair Leslie, to approve the Consent Calendar. The motion carried by the following vote:

**Ayes:** Leslie, Martinez, Maldonado, Tucker, McCormack, and Vejar

**Noes:** None

**Absent:** Vazquez

#### **4. PUBLIC HEARINGS**

##### **4.1. Public Hearing to consider an ordinance establishing farmworker and employee housing as a permitted land use for certain qualifying properties and finding of CEQA exemption.**

Associate Planner, Arlen Beck presented a summary of the staff report. Commissioner Maldonado suggested a language change to one of the proposed special use regulations.

Chair Vejar opened the public hearing at 5:41 p.m.

There being no public speakers, Chair Vejar closed the public hearing at 5:42 p.m.

A motion was made by Commissioner Martinez, seconded by Commissioner Maldonado to:

1. Adopt Planning Commission Resolution No. 08-25 recommending the City Council adopt an Ordinance amending Title 17 of the Orange Municipal Code to comply with the Employee Housing Act (Health and Safety Code Sections 17000-17062.5) regarding farmworker and employee housing as a permitted use in certain zoning districts and related definitions and development standards, with suggested special use regulation language modification.

2. Recommend that the City Council find the ordinance categorically exempt from the California Environmental Quality Act (CEQA) per State CEQA Guidelines Sections 15061(b)(3).

**Ayes:** Leslie, Martinez, Maldonado, Tucker, McCormack, and Vejar

**Noes:** None

**Absent:** Vazquez

##### **4.2. Public Hearing to consider a request to construct a new warehouse facility at 534 W. Struck Avenue.**

Due to a potential conflict with employment, Chair Vejar recused herself and left the meeting at 5:48 p.m.

Senior Planner, Monique Schwartz presented a summary of the staff report.

Vice Chair Leslie opened the public hearing at 5:49 p.m.

The following members of the applicant team spoke on behalf of the project:

Maggie Xu with Prologis

Joshua Lesinski with Albert Webb & Associates

Nicole Morse with T&B Planning

##### Public Speakers:

The following spoke in favor of the project:

Juan Serrato with Labors International Union of North America

Jose Garcia with Labors International Union of North America

Vice Chair Leslie closed the public hearing at 6:23 p.m.

The Planning Commission requested clarification regarding warehouse peak hours of operation, on-site storm drain water retention and parking lot run-off, and possible



conflicting hours of operation with the Valencia Gardens Apartments.

A motion was made by Commissioner Tucker, seconded by Commissioner Martinez to:

Adopt Planning Commission Resolution No. PC 09-25 recommending approval to the City Council of Conditional Use Permit No. 3221, Major Site Plan Review No. 1166, Design Review No. 5140, and Environmental Review No. 1889, an Addendum to Certified Environmental Impact Report No. 1870-20 (SCH No. 2021090399) for the demolition of an existing 40,000 square-foot manufacturing facility and construction of a new 213,572 square-foot warehouse facility that includes 199,572 square feet of warehouse and 14,000 square feet of office space, a 450 square-foot detached pump house, and related site improvements, located at 534 W. Struck Avenue.

**Ayes:** Leslie, Martinez, Maldonado, Tucker, and McCormack

**Noes:** None

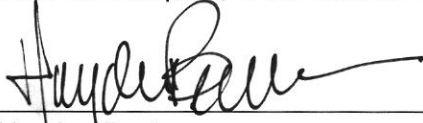
**Absent:** Vazquez

**Recuse:** Vejar

## 5. ADJOURNMENT

There being no further business, the meeting was adjourned at 6:30 p.m.

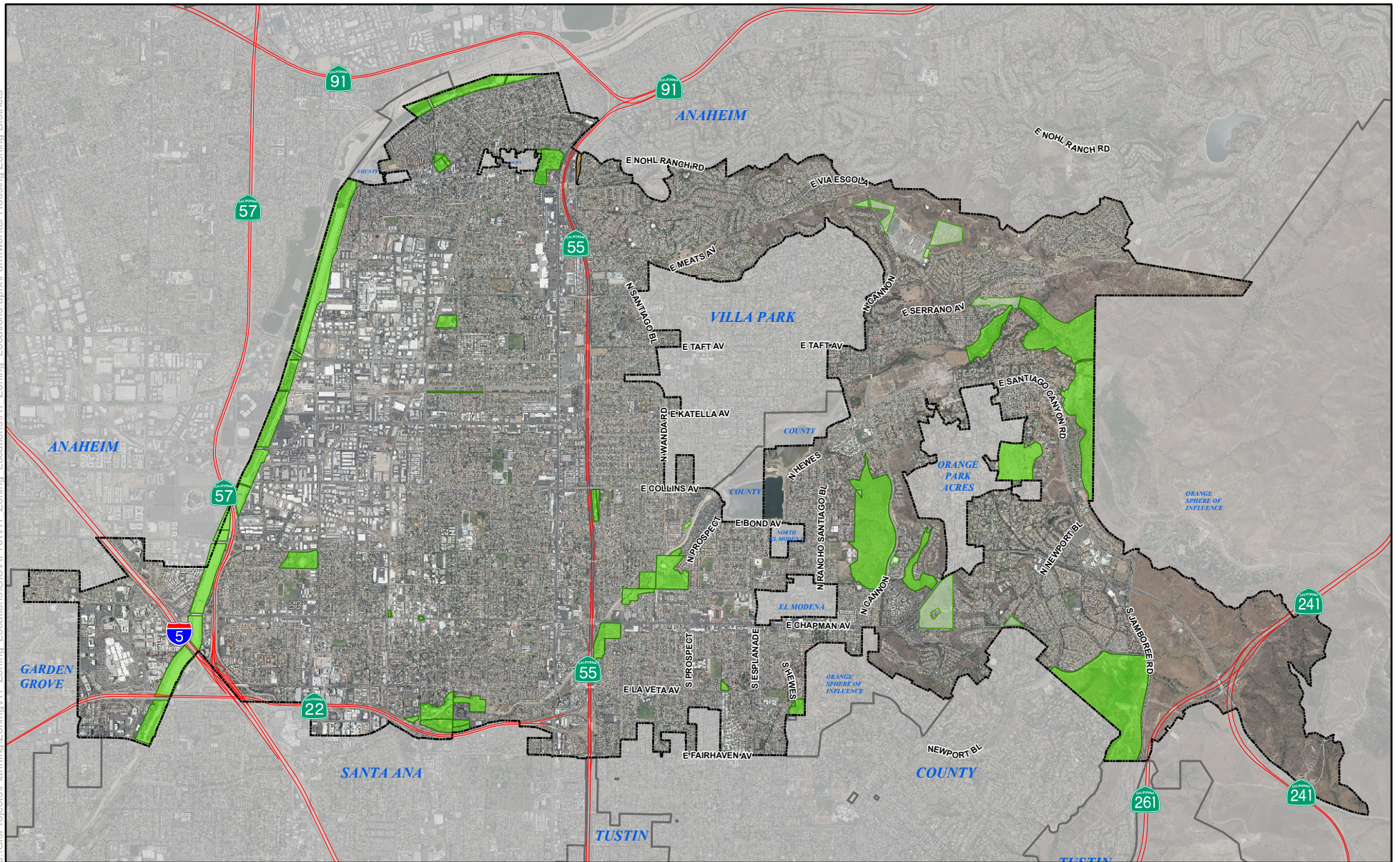
The next Regular Planning Commission Meeting will be held on Monday, August 4, 2025 at 5:30 p.m., in the Council Chamber.



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Hayden Beckman  
Planning Manager



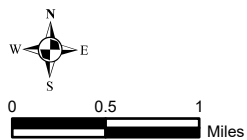


#### Legend

City Boundary

#### Zoning Designation

- A1 - Agricultural
- RO - Recreation Open Space
- SH - Slope and Hazard



9/2/2025  
Source: City of Orange (2025)

## CITY OF ORANGE FARMWORKER HOUSING ZONING DISTRICTS





# Agenda Item

## Orange City Council

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Item #: 9.1.

9/9/2025

File #: 25-0429

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

**FROM:** Jarad Hildenbrand, City Manager

### 1. SUBJECT

Approve a three-year professional services agreement with Townsend Public Affairs, Inc. for legislative advocacy and grant writing services.

### 2. SUMMARY

On July 12, 2022, the City Council directed staff to develop a request for proposals for legislative advocacy and grant writing services. The City Council awarded a one-year agreement with Townsend Public Affairs, Inc. on October 11, 2022, and then awarded a two-year agreement on September 23, 2023. The proposed agreement would continue services with Townsend Public Affairs, Inc. for an additional three years.

### 3. RECOMMENDED ACTION

Approve the agreement with Townsend Public Affairs, Inc. in the amount of \$342,000 for legislative advocacy and grant writing services; and authorize the Mayor and City Clerk to execute on behalf of the City.

### 4. FISCAL IMPACT

The expense for this agreement is \$108,000 during year one, and \$117,000 annually during years two and three, and will be funded through the General Fund (100):

100-0000-56999 Other Repair/Maintenance Services

This agreement is for three years totaling \$342,000, payable in annual installments of \$108,000 during year one and \$117,000 annually during years two and three. Future installments will be requested in conjunction with the annual operating budget.

### 5. STRATEGIC PLAN GOALS

Goal 3: Enhance Public Communication Strategy and Quality of Life.

### 6. DISCUSSION AND BACKGROUND

On July 12, 2022, the City Council directed staff to develop a request for proposals (RFP) for legislative advocacy and grant writing services. In response to that RFP, the City received six proposals, and on October 11, 2022, the City Council approved a one-year agreement with Townsend Public Affairs, Inc. (TPA). A year later, the City Council approved a two-year agreement with TPA.

### Legislation

Over the past three years, TPA has assisted the City on legislative matters, including resolutions that

memorialize the City Council's position on Statewide legislation or ballot measures; they provided committee hearing testimony on the City's behalf for Senate Bill 900 (Umberg), and they are currently helping draft legislation regarding municipal investment instruments. Additionally, TPA provides consistent legislative updates, ensuring the City is informed on consequential matters occurring in Sacramento and Washington, D.C.

### **Grants and Community Project Funding Requests**

TPA has also assisted the City in securing money through grants and community project funding requests. Since entering into an agreement with TPA, TPA has helped secure a little over \$5 million for the City. When considering the total amount paid to TPA over the past three years (\$312,000), the City has received \$15 for every \$1 paid to TPA.

In addition to the money already received, as of this writing, TPA has submitted the following grants for the City which are still pending:

Grant Name	Purpose	Request	Match	Total
Assistance to Firefighters Grant	Purchase turnout gear, rope kit, and Lucas devices	\$277,715	\$27,771	\$305,486
Gary Sinise Foundation-First Responders Grant Program	Emergency Operations Center Training	\$30,000	\$0	\$30,000
California Department of Justice-Tobacco Grant Program	Assistance to enforce the City's tobacco control ordinance.	\$301,440	\$0	\$301,440
South Coast Air Quality Management District-Carl Moyer Program	Replace one pumper truck	\$900,000	\$591,866.84	\$1,491,866.84
U.S. Department of Justice-Law Enforcement Mental Health and Wellness Act	Mental health wellness program for Orange Police Officers	\$60,000	\$0	\$60,000
Firehouse Subs Foundation-Public Safety Grant Program	Automated Chest Compression System and batteries	\$23,084.20	\$0	\$23,084.20

Lastly, aside from grants, TPA has also worked with the City's elected Members of Congress (Members) to secure the following community project funding requests which are proceeding through the Congressional appropriations process.

As reference, Members may select up to 15 projects, and with Members receiving numerous project requests from multiple entities, this is often a competitive process. For this year, three City of Orange projects were selected.

Project	Members Recommending the Project
Real-Time Crime Center for the Orange Police Department	Senator Schiff and Congressman Correa
Orange County Flood Control Parcel Improvement Project	Congressman Correa
Fire Station 3 Improvements	Congresswoman Kim

During the Congressional appropriations process, initial project recommendation amounts are often lowered. As of this writing, the City may receive \$2.5 million for all three projects.

### **Agreement Structure and Cost**

Like previous arrangements with TPA, staff proposes a retainer-based agreement. This means the City may utilize TPA's services as much as necessary for a fixed monthly rate.

For the past two years, the City paid TPA \$9,000 per month. TPA proposes to keep this rate for the agreement's first year. Thereafter, the agreement increases to \$9,750 per month for agreement years two through three.

## **7. ATTACHMENT**

- Agreement with Townsend Public Affairs, Inc.



# Agenda Item

## Orange City Council

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**9/9/2025**

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- Agreement with Townsend Public Affairs, Inc.



**PROFESSIONAL SERVICES AGREEMENT**  
**[Grant Writing and Legislative Advocacy Services]**

**THIS PROFESSIONAL SERVICES AGREEMENT** (the “Agreement”) is made at Orange, California, on this \_\_\_\_ day of \_\_\_\_\_ 2025 (the “Effective Date”) by and between the CITY OF ORANGE, a municipal corporation (“City”), and TOWNSEND PUBLIC AFFAIRS, INC., a California corporation (“Contractor”), who agree as follows:

**1. Services.** Subject to the terms and conditions set forth in this Agreement, Contractor shall provide to the reasonable satisfaction of City the services set forth in Exhibit “A,” which is attached hereto and incorporated herein by reference. As a material inducement to City to enter into this Agreement, Contractor represents and warrants that it has thoroughly investigated and considered the scope of services and fully understands the difficulties and restrictions in performing the work. The services which are the subject of this Agreement are not in the usual course of City’s business and City relies on Contractor’s representation that it is independently engaged in the business of providing such services and is experienced in performing the work. Contractor shall perform all services in a manner reasonably satisfactory to City and in a manner in conformance with the standards of quality normally observed by an entity providing such services to a municipal agency. All services provided shall conform to all federal, state and local laws, rules and regulations and to the best professional standards and practices. The terms and conditions set forth in this Agreement shall control over any terms and conditions in Exhibit "A" to the contrary.

Jack Morgan, Senior Assistant to the City Manager (“City’s Project Manager”), shall be the person to whom Contractor will report for the performance of services hereunder. It is understood that Contractor’s performance hereunder shall be under the supervision of City’s Project Manager (or his/her designee), that Contractor shall coordinate its services hereunder with City’s Project Manager to the extent required by City’s Project Manager, and that all performances required hereunder by Contractor shall be performed to the satisfaction of City’s Project Manager and the City Manager.

**2. Compensation and Fees.**

**a.** Contractor's total compensation for all services performed under this Agreement, shall not exceed THREE HUNDRED FORTY-TWO THOUSAND DOLLARS and 00/100 (\$342,000.00) without the prior written authorization of City.

**b.** The above compensation shall include all costs, including, but not limited to, all clerical, administrative, overhead, insurance, reproduction, telephone, travel, auto rental, subsistence and all related expenses.

**3. Payment.** Contractor shall submit monthly invoices for services described in Exhibit A at fixed rates that do not exceed the following:

- a. October 2025 – September 2026: \$9,000 per month.
- b. October 2026 – September 2027: \$9,750 per month.
- c. October 2027 – September 2028: \$9,750 per month.

4. **Change Orders.** No payment for extra services caused by a change in the scope or complexity of work, or for any other reason, shall be made unless and until such extra services and a price therefor have been previously authorized in writing and approved by City as an amendment to this Agreement. City's Project Manager is authorized to approve a reduction in the services to be performed and compensation therefor. All amendments shall set forth the changes of work, extension of time, and/or adjustment of the compensation to be paid by City to Contractor and shall be signed by the City's Project Manager, City Manager or City Council, as applicable.

5. **Licenses.** Contractor represents that it and any subcontractors it may engage, possess any and all licenses which are required under state or federal law to perform the work contemplated by this Agreement and that Contractor and its subcontractors shall maintain all appropriate licenses, including a City of Orange business license, at its cost, during the performance of this Agreement.

6. **Independent Contractor.** At all times during the term of this Agreement, Contractor shall be an independent contractor and not an employee of City. City shall have the right to control Contractor only insofar as the result of Contractor's services rendered pursuant to this Agreement. City shall not have the right to control the means by which Contractor accomplishes services rendered pursuant to this Agreement. Contractor shall, at its sole cost and expense, furnish all facilities, materials and equipment which may be required for furnishing services pursuant to this Agreement. Contractor shall be solely responsible for, and shall indemnify, defend and save City harmless from all matters relating to the payment of its subcontractors, agents and employees, including compliance with social security withholding and all other wages, salaries, benefits, taxes, exactions, and regulations of any nature whatsoever. Contractor acknowledges that it and any subcontractors, agents or employees employed by Contractor shall not, under any circumstances, be considered employees of City, and that they shall not be entitled to any of the benefits or rights afforded employees of City, including, but not limited to, sick leave, vacation leave, holiday pay, Public Employees Retirement System benefits, or health, life, dental, long-term disability or workers' compensation insurance benefits.

7. **Contractor Not Agent.** Except as City may specify in writing, Contractor shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Contractor shall have no authority, express or implied, to bind City to any obligation whatsoever.

8. **Designated Persons.** Only those qualified persons authorized by City's Project Manager, or as designated in Exhibit "A," shall perform work provided for under this Agreement. It is understood by the parties that clerical and other nonprofessional work may be performed by persons other than those designated.

9. **Assignment or Subcontracting.** No assignment or subcontracting by Contractor of any part of this Agreement or of funds to be received under this Agreement shall be of any force

or effect unless the assignment has the prior written approval of City. City may terminate this Agreement rather than accept any proposed assignment or subcontracting. Such assignment or subcontracting may be approved by the City Manager or his/her designee.

**10. Time of Completion.** Except as otherwise specified in Exhibit "A," Contractor shall commence the work provided for in this Agreement within five (5) days of the Effective Date of this Agreement and diligently prosecute completion of the work in accordance with the time period set forth in Exhibit "A" hereto or as otherwise agreed to by and between the representatives of the parties.

**11. Time Is of the Essence.** Time is of the essence in this Agreement. Contractor shall do all things necessary and incidental to the prosecution of Contractor's work.

**12. Reserved.**

**13. Delays and Extensions of Time.** Contractor's sole remedy for delays outside its control, other than those delays caused by City, shall be an extension of time. No matter what the cause of the delay, Contractor must document any delay and request an extension of time in writing at the time of the delay to the satisfaction of City. Any extensions granted shall be limited to the length of the delay outside Contractor's control. If Contractor believes that delays caused by City will cause it to incur additional costs, it must specify, in writing, why the delay has caused additional costs to be incurred and the exact amount of such cost at the time the delay occurs. No additional costs can be paid that exceed the not to exceed amount stated in Section 2.a, above, absent a written amendment to this Agreement.

**14. Products of Contractor.** The documents, studies, evaluations, assessments, reports, plans, citations, materials, manuals, technical data, logs, files, designs and other products produced or provided by Contractor for this Agreement shall become the property of City upon receipt. Contractor shall deliver all such products to City prior to payment for same. City may use, reuse or otherwise utilize such products without restriction.

**15. Equal Employment Opportunity.** During the performance of this Agreement, Contractor agrees as follows:

**a.** Contractor shall not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, mental or physical disability, or any other basis prohibited by applicable law. Contractor shall ensure that applicants are employed, and that employees are treated during employment, without regard to their race, color, religion, sex, national origin, mental or physical disability, or any other basis prohibited by applicable law. Such actions shall include, but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training, including apprenticeship. Contractor agrees to post in conspicuous places, available to employees and applicants for employment, a notice setting forth provisions of this non-discrimination clause.

**b.** Contractor shall, in all solicitations and advertisements for employees placed by, or on behalf of Contractor, state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, mental or physical disability, or any other basis prohibited by applicable law.

**c.** Contractor shall cause the foregoing paragraphs (a) and (b) to be inserted in all subcontracts for any work covered by this Agreement, provided that the foregoing provisions shall not apply to subcontracts for standard commercial supplies or raw materials.

**16. Conflicts of Interest.** Contractor agrees that it shall not make, participate in the making, or in any way attempt to use its position as a consultant to influence any decision of City in which Contractor knows or has reason to know that Contractor, its officers, partners, or employees have a financial interest as defined in Section 87103 of the Government Code. Contractor further agrees that it shall not be eligible to work as the design/build firm for the project that is the subject of this Agreement.

**17. Indemnity.**

**a.** To the fullest extent permitted by law, Contractor agrees to indemnify, defend and hold City, its City Council and each member thereof, and the officers, officials, agents and employees of City (collectively the “Indemnitees”) entirely harmless from all liability arising out of:

(1) Any and all claims under workers’ compensation acts and other employee benefit acts with respect to Contractor’s employees or Contractor’s subcontractor’s employees arising out of Contractor’s work under this Agreement, including any and all claims under any law pertaining to Contractor or its employees’ status as an independent contractor and any and all claims under Labor Code section 1720 related to the payment of prevailing wages for public works projects; and

(2) Any claim, loss, injury to or death of persons or damage to property caused by any act, neglect, default, or omission other than a professional act or omission of Contractor, or person, firm or corporation employed by Contractor, either directly or by independent contract, including all damages due to loss or theft sustained by any person, firm or corporation including the Indemnitees, or any of them, arising out of, or in any way connected with the work or services which are the subject of this Agreement, including injury or damage either on or off City’s property; but not for any loss, injury, death or damage caused by the active negligence or willful misconduct of City. Contractor, at its own expense, cost and risk, shall indemnify any and all claims, actions, suits or other proceedings that may be brought or instituted against the Indemnitees on any such claim or liability covered by this subparagraph, and shall pay or satisfy any judgment that may be rendered against the Indemnitees, or any of them, in any action, suit or other proceedings as a result of coverage under this subparagraph.

**b.** To the fullest extent permitted by law, and as limited by California Civil Code 2782.8, Contractor agrees to indemnify and hold Indemnitees harmless from all liability arising out of any claim, loss, injury to or death of persons or damage to property to the extent

caused by its negligent professional act or omission in the performance of professional services pursuant to this Agreement.

c. Except for the Indemnitees, the indemnifications provided in this Agreement shall not be construed to extend any third party indemnification rights of any kind to any person or entity which is not a signatory to this Agreement.

d. The indemnities set forth in this section shall survive any closing, rescission, or termination of this Agreement, and shall continue to be binding and in full force and effect in perpetuity with respect to Contractor and its successors.

## **18. Insurance.**

a. Contractor shall carry workers' compensation insurance as required by law for the protection of its employees during the progress of the work. Contractor understands that it is an independent contractor and not entitled to any workers' compensation benefits under any City program.

b. Contractor shall maintain during the life of this Agreement the following minimum amount of comprehensive general liability insurance or commercial general liability insurance: the greater of (1) Million Dollars (\$1,000,000) per occurrence; or (2) all the insurance coverage and/or limits carried by or available to Contractor. Said insurance shall cover bodily injury, death and property damage and be written on an occurrence basis.

c. Contractor shall maintain during the life of this Agreement, the following minimum amount of automotive liability insurance: the greater of (1) a combined single limit of One Million Dollars (\$1,000,000); or (2) all the insurance coverage and/or limits carried by or available to Contractor. Said insurance shall cover bodily injury, death and property damage for all owned, non-owned and hired vehicles and be written on an occurrence basis.

d. Any insurance proceeds in excess of or broader than the minimum required coverage and/or minimum required limits which are applicable to a given loss shall be available to City. No representation is made that the minimum insurance requirements of this Agreement are sufficient to cover the obligations of Contractor under this Agreement.

e. Each policy of general liability and automotive liability shall provide that City, its officers, officials, agents, and employees are declared to be additional insureds under the terms of the policy, but only with respect to the work performed by Contractor under this Agreement. A policy endorsement to that effect shall be provided to City along with the certificate of insurance. In lieu of an endorsement, City will accept a copy of the policy(ies) which evidences that City is an additional insured as a contracting party. The minimum coverage required by Subsection 18.b and c, above, shall apply to City as an additional insured. Any umbrella liability insurance that is provided as part of the general or automobile liability minimums set forth herein shall be maintained for the duration of the Agreement.

f. **Reserved.**

**g.** The insurance policies maintained by Contractor shall be primary insurance and no insurance held or owned by City shall be called upon to cover any loss under the policy. Contractor will determine its own needs in procurement of insurance to cover liabilities other than as stated above.

**h.** Before Contractor performs any work or prepares or delivers any materials, Contractor shall furnish certificates of insurance and endorsements, as required by City, evidencing the aforementioned minimum insurance coverages on forms acceptable to City, which shall provide that the insurance in force will not be canceled or allowed to lapse without at least ten (10) days' prior written notice to City.

**i.** Except for professional liability insurance coverage that may be required by this Agreement, all insurance maintained by Contractor shall be issued by companies admitted to conduct the pertinent line of insurance business in California and having a rating of Grade A or better and Class VII or better by the latest edition of Best Key Rating Guide. In the case of professional liability insurance coverage, such coverage shall be issued by companies either licensed or admitted to conduct business in California so long as such insurer possesses the aforementioned Best rating.

**j.** Contractor shall immediately notify City if any required insurance lapses or is otherwise modified and cease performance of this Agreement unless otherwise directed by City. In such a case, City may procure insurance or self-insure the risk and charge Contractor for such costs and any and all damages resulting therefrom, by way of set-off from any sums owed Contractor.

**k.** Contractor agrees that in the event of loss due to any of the perils for which it has agreed to provide insurance, Contractor shall look solely to its insurance for recovery. Contractor hereby grants to City, on behalf of any insurer providing insurance to either Contractor or City with respect to the services of Contractor herein, a waiver of any right to subrogation which any such insurer may acquire against City by virtue of the payment of any loss under such insurance.

**l.** Contractor shall include all subcontractors, if any, as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor to City for review and approval. All coverages for subcontractors shall be subject to all of the requirements stated herein.

**19. Termination.** City may for any reason terminate this Agreement by giving Contractor not less than five (5) days' written notice of intent to terminate. Upon receipt of such notice, Contractor shall immediately cease work, unless the notice from City provides otherwise. Upon the termination of this Agreement, City shall pay Contractor for services satisfactorily provided and all allowable reimbursements incurred to the date of termination in compliance with this Agreement, unless termination by City shall be for cause, in which event City may withhold any disputed compensation. City shall not be liable for any claim of lost profits.

**20. Maintenance and Inspection of Records.** In accordance with generally accepted accounting principles, Contractor and its subcontractors shall maintain reasonably full and complete books, documents, papers, accounting records, and other information (collectively, the “records”) pertaining to the costs of and completion of services performed under this Agreement. City and its authorized representatives shall have access to and the right to audit and reproduce any of Contractor's records regarding the services provided under this Agreement. Contractor shall maintain all such records for a period of at least three (3) years after termination or completion of this Agreement. Contractor agrees to make available all such records for inspection or audit at its offices during normal business hours and upon three (3) days' notice from City, and copies thereof shall be furnished if requested.

**21. Compliance with all Laws/Immigration Laws.**

**a.** Contractor shall be knowledgeable of and comply with all local, state and federal laws which may apply to the performance of this Agreement.

**b.** If the work provided for in this Agreement constitutes a “public works,” as that term is defined in Section 1720 of the California Labor Code, for which prevailing wages must be paid, to the extent Contractor's employees will perform any work that falls within any of the classifications for which the Department of Labor Relations of the State of California promulgates prevailing wage determinations, Contractor hereby agrees that it, and any subcontractor under it, shall pay not less than the specified prevailing rates of wages to all such workers. The general prevailing wage determinations for crafts can be located on the website of the Department of Industrial Relations ([www.dir.ca.gov/DLSR](http://www.dir.ca.gov/DLSR)). Additionally, to perform work under this Contract, Contractor must meet all State registration requirements and criteria, including project compliance monitoring.

**c.** Contractor represents and warrants that it:

(1) Has complied and shall at all times during the term of this Agreement comply, in all respects, with all immigration laws, regulations, statutes, rules, codes, and orders, including, without limitation, the Immigration Reform and Control Act of 1986 (IRCA); and

(2) Has not and will not knowingly employ any individual to perform services under this Agreement who is ineligible to work in the United States or under the terms of this Agreement; and

(3) Has properly maintained, and shall at all times during the term of this Agreement properly maintain, all related employment documentation records including, without limitation, the completion and maintenance of the Form I-9 for each of Contractor's employees; and

(4) Has responded, and shall at all times during the term of this Agreement respond, in a timely fashion to any government inspection requests relating to immigration law compliance and/or Form I-9 compliance and/or worksite enforcement by the

Department of Homeland Security, the Department of Labor, or the Social Security Administration.

**d.** Contractor shall require all subcontractors or subconsultants to make the same representations and warranties as set forth in Subsection 21.c.

**e.** Contractor shall, upon request of City, provide a list of all employees working under this Agreement and shall provide, to the reasonable satisfaction of City, verification that all such employees are eligible to work in the United States. All costs associated with such verification shall be borne by Contractor. Once such request has been made, Contractor may not change employees working under this Agreement without written notice to City, accompanied by the verification required herein for such employees.

**f.** Contractor shall require all subcontractors or sub-consultants to make the same verification as set forth in Subsection 21.e.

**g.** If Contractor or subcontractor knowingly employs an employee providing work under this Agreement who is not authorized to work in the United States, and/or fails to follow federal laws to determine the status of such employee, that shall constitute a material breach of this Agreement and may be cause for immediate termination of this Agreement by City.

**h.** Contractor agrees to indemnify and hold City, its officers, officials, agents and employees harmless for, of and from any loss, including but not limited to fines, penalties and corrective measures City may sustain by reason of Contractor's failure to comply with said laws, rules and regulations in connection with the performance of this Agreement.

**22. Governing Law and Venue.** This Agreement shall be construed in accordance with and governed by the laws of the State of California and Contractor agrees to submit to the jurisdiction of California courts. Venue for any dispute arising under this Agreement shall be in Orange County, California.

**23. Integration.** This Agreement constitutes the entire agreement of the parties. No other agreement, oral or written, pertaining to the work to be performed under this Agreement shall be of any force or effect unless it is in writing and signed by both parties. Any work performed which is inconsistent with or in violation of the provisions of this Agreement shall not be compensated.

**24. Notice.** Except as otherwise provided herein, all notices required under this Agreement shall be in writing and delivered personally, by e-mail, or by first class U.S. mail, postage prepaid, to each party at the address listed below. Either party may change the notice address by notifying the other party in writing. Notices shall be deemed received upon receipt of same or within three (3) days of deposit in the U.S. Mail, whichever is earlier. Notices sent by e-mail shall be deemed received on the date of the e-mail transmission.



“CONTRACTOR”

Townsend Public Affairs, Inc.  
1401 Dove Street, Ste. 330  
Newport Beach, CA 92660  
Attn.: Christopher Townsend

Telephone: 949-399-9050  
E-Mail: [aconklin@townsendpa.com](mailto:aconklin@townsendpa.com)

“CITY”

City of Orange  
300 E. Chapman Avenue  
Orange, CA 92866-1591  
Attn.: Jack Morgan

Telephone: 714-744-2220  
E-Mail: [jmorgan@cityoforange.org](mailto:jmorgan@cityoforange.org)

**25. Counterparts.** This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Signatures transmitted via facsimile and electronic mail shall have the same effect as original signatures.

**[Remainder of page intentionally left blank; signatures on next page]**

IN WITNESS of this Agreement, the parties have entered into this Agreement as of the year and day first above written.

**"CONTRACTOR"**

TOWNSEND PUBLIC AFFAIRS, INC.,  
a California corporation

DocuSigned by:  
\*By: Christopher Townsend  
Printed Name: Christopher Townsend  
Title: President

DocuSigned by:  
\*By: Christopher Townsend  
Printed Name: Christopher Townsend  
Title: Secretary

**"CITY"**

CITY OF ORANGE, a municipal corporation

By: \_\_\_\_\_  
Daniel R. Slater, Mayor

ATTEST:

\_\_\_\_\_  
Pamela Coleman, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Nathalie Adourian  
Senior Assistant City Attorney

- \*NOTE:**
- City requires the following signature(s) on behalf of the Contractor:  
(1) the Chairman of the Board, the President or a Vice-President, AND (2) the Secretary, the Chief Financial Officer, the Treasurer, an Assistant Secretary or an Assistant Treasurer. If only one corporate officer exists or one corporate officer holds more than one corporate office, please so indicate. OR
  - The corporate officer named in a corporate resolution as authorized to enter into this Agreement. A copy of the corporate resolution, certified by the Secretary close in time to the execution of the Agreement, must be provided to City.

√

**EXHIBIT “A”**

**SCOPE OF SERVICES**

[Beneath this sheet.]

## **EXHIBIT “A”**

### **SCOPE OF SERVICES**

#### **A. STATE LEGISLATIVE ADVOCACY**

1. Work with the City Council, the City Manager, and key staff to discuss goals, objectives, opportunities, and priorities.
2. Maintain a working relationship with the City’s legislative delegation.
3. Work effectively at the Sacramento-level with the Governor’s office and various state departments.
4. Demonstrate an extensive knowledge of state laws, regulations and issues impacting the City.
5. On an annual basis, work with the City to update its Legislative Platform to look at upcoming legislative trends.
6. Undertake advocacy, including strategy development and all related activities to attain the objectives of the City. Related activities include policy analysis, drafting legislation, meeting with legislators and staff, obtaining sponsor(s) for legislation, drafting legislative amendments, coordinating testimony at legislative hearings and administrative agencies, attending meetings, organizing advocacy trips, and otherwise representing the City’s positions.
7. Review all proposed, introduced, and amended legislation and administrative rules and regulations, to determine and provide analysis as appropriate on their impact on the City and recommend positions to be taken on the legislation and administrative rules and regulations.
8. Provide monthly electronic reports on status of legislation and other related matters such as bill language and committee analysis, an annual report giving an overview of approved legislation and final administrative rules and regulations and a forecast of important issues in the upcoming year.
9. Coordinate and cooperate with the League of California Cities, Association of California Cities – Orange County and other organizations, municipalities, companies and firms having similar legislative objectives as the City. Where appropriate, advocate positions on legislation and work to secure language in law that will advance the City’s interests.
10. Regularly communicate with the City to assess legislative options, analyze legislation and discuss policy objectives including review and input into the City’s legislative policy guide. Present legislative issues to the full City Council as needed/upon request.
11. Participate in regular informational, planning and coordination meetings with City staff as needed. Assist City Management and City Council during visits to Sacramento on official business.
12. Undertake advocacy on technical matters, compliance reporting and associated activities.
13. Prepare and file all applicable Fair Political Practices Commission lobbying documents and reports within all applicable deadlines, per the provisions of the Political Reform Act of 1974 as amended. Provide the City notification of any changes or modifications that may be pertinent.

## **B. FEDERAL LEGISLATIVE ADVOCACY**

1. Work with the City Council, the City Manager, and key staff to discuss goals, objectives, opportunities, and priorities.
2. Maintain a working relationship with the City's legislative delegation.
3. Work effectively at the federal level with various federal departments.
4. Demonstrate an extensive knowledge of federal laws, regulations and issues impacting the City.
5. On an annual basis, work with the City to update its Legislative Platform to look at upcoming legislative trends.
6. Undertake advocacy, including strategy development and all related activities to attain the objectives of the City. Related activities include policy analysis, drafting legislation, meeting with legislators and staff, obtaining sponsor(s) for legislation, drafting legislative amendments, coordinating testimony at legislative hearings and administrative agencies, attending meetings, organizing advocacy trips, and otherwise representing the City's positions.
7. Review all proposed, introduced, and amended legislation and administrative rules and regulations, to determine and provide analysis as appropriate on their impact on the City and recommend positions to be taken on the legislation and administrative rules and regulations.
8. Provide monthly electronic reports on status of legislation and other related matters such as bill language and committee analysis, an annual report giving an overview of approved legislation and final administrative rules and regulations and a forecast of important issues in the upcoming year.
9. Coordinate and cooperate with the League of California Cities, Association of California Cities – Orange County and other organizations, municipalities, companies and firms having similar legislative objectives as the City. Where appropriate, advocate positions on legislation and work to secure language in law that will advance the City's interests.
10. Regularly communicate with the City to assess legislative options, analyze legislation and discuss policy objectives including review and input into the City's legislative policy guide. Present legislative issues to the full City Council as needed/upon request.
11. Participate in regular informational, planning and coordination meetings with City staff as needed. Assist City Management and City Council during visits to Washington D.C. on official business.
12. Undertake advocacy on technical matters, compliance reporting and associated activities.
13. Prepare and file all applicable Fair Political Practices Commission lobbying documents and reports within all applicable deadlines, per the provisions of the Political Reform Act of 1974 as amended. Provide the City notification of any changes or modifications that may be pertinent.

### **C. GRANT WRITING**

1. Work with City staff to facilitate meetings with City departments to assess the validity of current funding priority areas, identify changes in funding priority areas, and identify new priority areas for possible funding.
2. Conduct research to identify grant resources including, but not limited to, federal, state, foundation, agencies and organizations that support the City's funding needs and priorities (emphasizing grants which require no "matching" funds), including, but not limited to:
  - a. Infrastructure and park development/maintenance
  - b. Public safety
  - c. Economic development
  - d. Housing and housing programs
  - e. Technology
  - f. Parks and recreation programs
  - g. Multimodal transportation
  - h. Workforce development
  - i. Records management
  - j. Senior, family, and youth programs
  - k. Energy, efficiency and sustainability
  - l. Historic building maintenance and reuse
  - m. Acquisition of open space
3. Provide general grant proposal writing services associated with the completion of grant applications on behalf of the City, including the preparation of funding abstracts and production and submittal of applications to funding sources. Provide a copy of each grant application package submitted for funding, in its entirety, to the City.
4. Submit monthly reports to the City summarizing the amount of time expended, describe activities undertaken during the previous month, and status of those activities.
5. Manage grants awarded to the City as needed.

### **D. CONTRACT TERM**

Unless otherwise terminated pursuant to Section 19 of the agreement, this agreement shall remain in full force and effect until September 26, 2028 and shall not exceed the Contractor's total compensation as further detailed in Section 2 of the agreement.



# Agenda Item

## Orange City Council

Item #: 9.2.

9/9/2025

File #: 25-0404

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Cody Kleen, Acting Human Resources Director

### 1. SUBJECT

Re-organization of positions within the Community Development Department and Information Technology Department.

### 2. SUMMARY

A request to reclassify an underfilled Associate Planner position to an Assistant Planner, to reclassify an Administrative Assistant position to an Administrative Analyst I in the Community Development Department, and to reclassify an Information Technology Specialist to a Senior Administrative Analyst position utilizing the savings from the reduced Help Desk contract to meet key operational needs and more efficiently and effectively use staff and financial resources.

### 3. RECOMMENDED ACTION

The following recommended actions pertaining to Community Development Block Grant funds are contingent upon the City Council appropriating the awarded Community Development Block Grant funds into the Fiscal Year 2025-2026 budget:

1. Approve the reclassification of an underfilled Associate Planner position to an Assistant Planner and the reclassification of an Administrative Assistant position to an Administrative Analyst I effective September 21, 2025.
2. Approve the following Fixed Cost Distribution change for the Administrative Analyst I:
  - 89% 100-6001-51002
  - 11% 310-6001-51002
3. Approve the following transfers:
  - a. Reduce expenditure account 310-6410-55999 - Other Prof/Technical Services by \$15,900
  - b. Increase expenditure account number 310-6410-51002 - Regular Salaries-Miscellaneous by \$15,900
4. Approve the reclassification of the vacant Information Technology Specialist position to a Senior Administrative Analyst (IT Business Analyst) position effective September 21, 2025.

#### 4. FISCAL IMPACT

The proposed restructuring results in net savings of \$26,000, including \$200 to the General Fund and \$41,700 to the IT Fund, offset by an increase of \$15,900 to the CDBG Fund.

Fund	Description	Amount
100	General Fund	-\$200
310	Community Development Block Grant (CDBG) Fund	\$15,900
780	Information Technology Fund	-\$41,700
	<b>Net Fiscal Impact</b>	<b>-\$26,000</b>

#### 5. STRATEGIC PLAN GOALS

Goal 4: Improve Employee Retention and Recruitment

Objective 4.6: Support change management processes, embrace technology improvements, and digitalization.

#### 6. DISCUSSION AND BACKGROUND

The Community Development and Information Technology Departments have conducted evaluations of their existing structures and operational needs to ensure the City's continued delivery of high-quality services and customer support. Following reviews of workflows under the current structures, various position changes are recommended to address the needs of the City and the respective departments:

##### Community Development

The Community Development Department is requesting the creation of an Administrative Analyst I to address key operational needs and help alleviate existing administrative responsibilities from Planning and Management staff. Additionally, this will redirect a portion of the Community Development Block Grant (CDBG) funding and reliance on external consultants to in-house administration to create a more efficient and financially sustainable staffing structure. The responsibilities of the Administrative Analyst I would include, but not be limited to the following key functions:

- Business Practice innovation for staff and customer experience.
- Modernization of records management and technology integration.
- Budget and Administrative Process support.
- Policy and Procedure Manual maintenance and improvement.
- Administrative and compliance management of the Mills Act Program.
- CDBG Program support.

To accomplish this, Community Development is requesting the following position changes:

- Reclassify one Administrative Assistant position to Administrative Analyst I.



- Reclassify an underfilled Associate Planner position to an Assistant Planner.

Table 1 displays a summary of these changes:

Position Change	FTE Impact	Fiscal Impact
Reclassify: Associate Planner to Assistant Planner	0.00	-\$25,500
Reclassify: Administrative Assistant to Administrative Analyst I	0.00	41,200
<b>Net Fiscal Impact</b>	<b>0.00</b>	<b>\$15,700</b>
Fiscal Impact by Fund - General Fund		-200
Fiscal Impact by Fund - CDBG Fund		15,900

Lastly, as a qualifying note regarding these proposed adjustments, due to changes in federal processes, awarded CDBG funds came after the FY26 budget adoption. The requests detailed in this staff report pertaining to CDBG are contingent upon the City Council formerly appropriating the awarded CDBG funds into the FY26 annual budget. It is anticipated this appropriation request will come to the City Council for consideration shortly. In the interim, approving the reorganization at this time will allow the recruitment process to begin with staff finalizing the selection after the CDBG funds have been formerly appropriated into the FY26 annual budget.

### **Information Technology (IT)**

The IT Department is requesting the creation of a Senior Administrative Analyst (IT Business Analyst) position to address current department challenges related to constrained budgets, misaligned IT solutions, inefficient processes, and communication gaps between City departments and IT. Without a dedicated IT Business Analyst, the organization risks project delays, cost overruns, and solutions that fail to meet business requirements and priorities. An IT Business Analyst will serve as a liaison between City departments and IT, ensuring that technology solutions align with City objectives. Key responsibilities will include:

- Gathering and documenting business requirements.
- Analyzing processes to identify inefficiencies and recommend improvements.
- Facilitating communication between stakeholders and IT.
- Supporting project management with risk mitigation and scope definition.
- Ensuring solutions are user-focused and deliver measurable value.

Hiring an IT Business Analyst is a strategic investment that will align IT initiatives with City goals, reduce costs, and improve project outcomes. To accomplish this, the Department reduced the Help Desk contract by \$78,400. In utilizing these savings, the Department recommends the reclassification of one Information Technology Specialist position to Senior Administrative Analyst (IT Business Analyst).

In considering the reduced Help Desk contract amount, Table 2 displays a summary of these

proposed changes:

Position Change	FTE Impact	Fiscal Impact
Reduced help desk contract	N/A	-\$78,400
Reclassify: Information Technology Specialist to Senior Administrative Analyst	0.00	36,700
<b>Net Fiscal Impact - Information Technology Fund</b>	<b>0.00</b>	<b>-\$41,700</b>

## 7. ATTACHMENT

- Attachment 1 Existing and Proposed Community Development Department Organization Chart
- Attachment 2 Existing and Proposed Information Technology Department Organization Chart



# Agenda Item

## Orange City Council

Item #: 9.2.

9/9/2025

File #: 25-0404

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Cody Kleen, Acting Human Resources Director

### 1. SUBJECT

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### 2. SUMMARY

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### 3. RECOMMENDED ACTION

The following recommended actions pertaining to Community Development Block Grant funds are contingent upon the City Council appropriating the awarded Community Development Block Grant funds into the Fiscal Year 2025-2026 budget:

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3. Approve the following transfers:
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#### 5. STRATEGIC PLAN GOALS

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Objective 4.6: Support change management processes, embrace technology improvements, and digitalization.

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##### Community Development

The Community Development Department is requesting the creation of an Administrative Analyst I to address key operational needs and help alleviate existing administrative responsibilities from Planning and Management staff. Additionally, this will redirect a portion of the Community Development Block Grant (CDBG) funding and reliance on external consultants to in-house administration to create a more efficient and financially sustainable staffing structure. The responsibilities of the Administrative Analyst I would include, but not be limited to the following key functions:

- Business Practice innovation for staff and customer experience.
- Modernization of records management and technology integration.
- Budget and Administrative Process support.
- Policy and Procedure Manual maintenance and improvement.
- Administrative and compliance management of the Mills Act Program.
- CDBG Program support.

To accomplish this, Community Development is requesting the following position changes:

- Reclassify one Administrative Assistant position to Administrative Analyst I.

- Reclassify an underfilled Associate Planner position to an Assistant Planner.

Table 1 displays a summary of these changes:

Position Change	FTE Impact	Fiscal Impact
Reclassify: Associate Planner to Assistant Planner	0.00	-\$25,500
Reclassify: Administrative Assistant to Administrative Analyst I	0.00	41,200
<b>Net Fiscal Impact</b>	<b>0.00</b>	<b>\$15,700</b>
Fiscal Impact by Fund - General Fund		-200
Fiscal Impact by Fund - CDBG Fund		15,900

Lastly, as a qualifying note regarding these proposed adjustments, due to changes in federal processes, awarded CDBG funds came after the FY26 budget adoption. The requests detailed in this staff report pertaining to CDBG are contingent upon the City Council formerly appropriating the awarded CDBG funds into the FY26 annual budget. It is anticipated this appropriation request will come to the City Council for consideration shortly. In the interim, approving the reorganization at this time will allow the recruitment process to begin with staff finalizing the selection after the CDBG funds have been formerly appropriated into the FY26 annual budget.

### **Information Technology (IT)**

The IT Department is requesting the creation of a Senior Administrative Analyst (IT Business Analyst) position to address current department challenges related to constrained budgets, misaligned IT solutions, inefficient processes, and communication gaps between City departments and IT. Without a dedicated IT Business Analyst, the organization risks project delays, cost overruns, and solutions that fail to meet business requirements and priorities. An IT Business Analyst will serve as a liaison between City departments and IT, ensuring that technology solutions align with City objectives. Key responsibilities will include:

- Gathering and documenting business requirements.
- Analyzing processes to identify inefficiencies and recommend improvements.
- Facilitating communication between stakeholders and IT.
- Supporting project management with risk mitigation and scope definition.
- Ensuring solutions are user-focused and deliver measurable value.

Hiring an IT Business Analyst is a strategic investment that will align IT initiatives with City goals, reduce costs, and improve project outcomes. To accomplish this, the Department reduced the Help Desk contract by \$78,400. In utilizing these savings, the Department recommends the reclassification of one Information Technology Specialist position to Senior Administrative Analyst (IT Business Analyst).

In considering the reduced Help Desk contract amount, Table 2 displays a summary of these

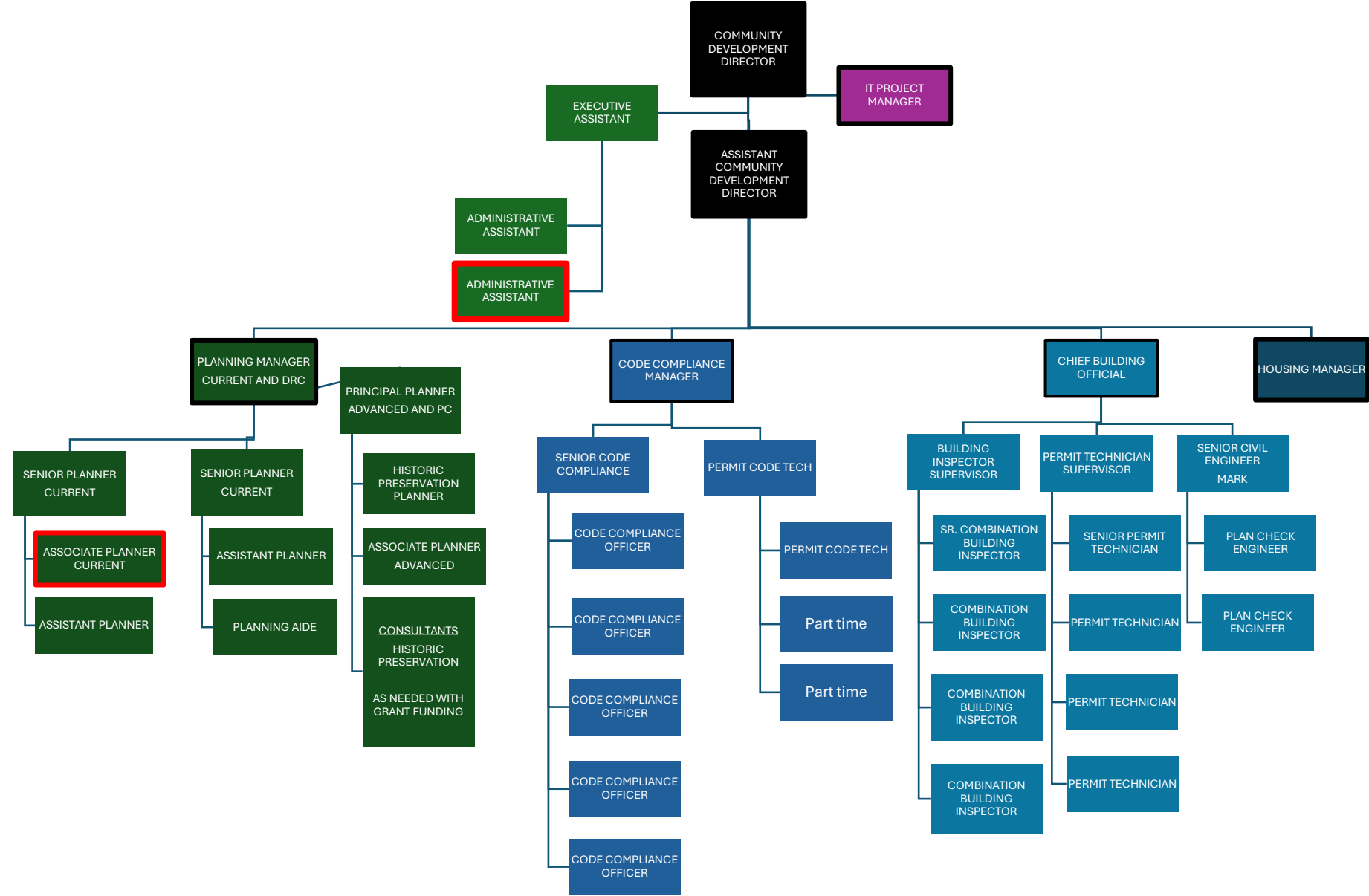
proposed changes:

Position Change	FTE Impact	Fiscal Impact
Reduced help desk contract	N/A	-\$78,400
Reclassify: Information Technology Specialist to Senior Administrative Analyst	0.00	36,700
<b>Net Fiscal Impact - Information Technology Fund</b>	<b>0.00</b>	<b>-\$41,700</b>

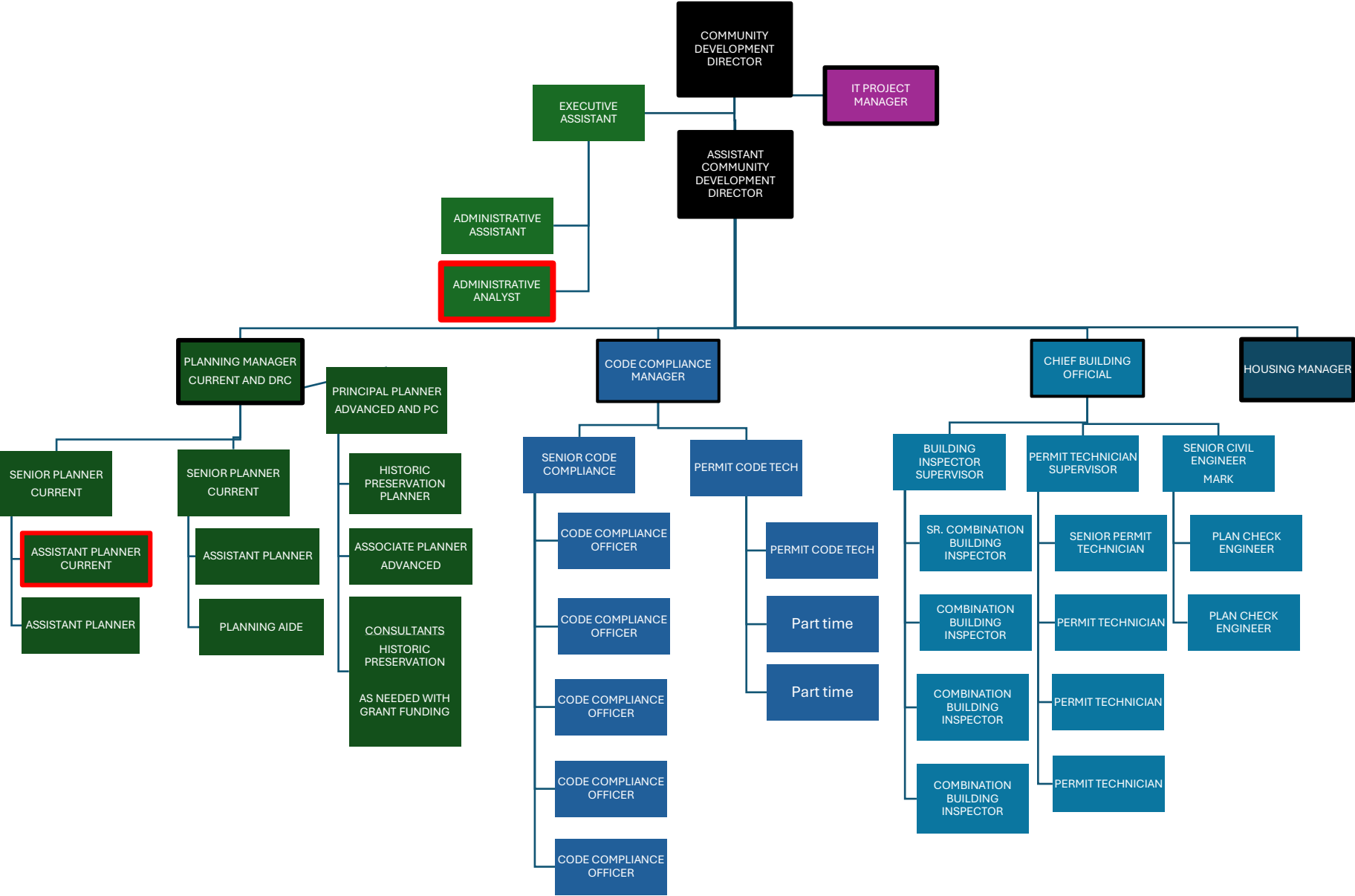
## 7. ATTACHMENT

- Attachment 1 Existing and Proposed Community Development Department Organization Chart
- Attachment 2 Existing and Proposed Information Technology Department Organization Chart

# Community Development Organization Chart Existing

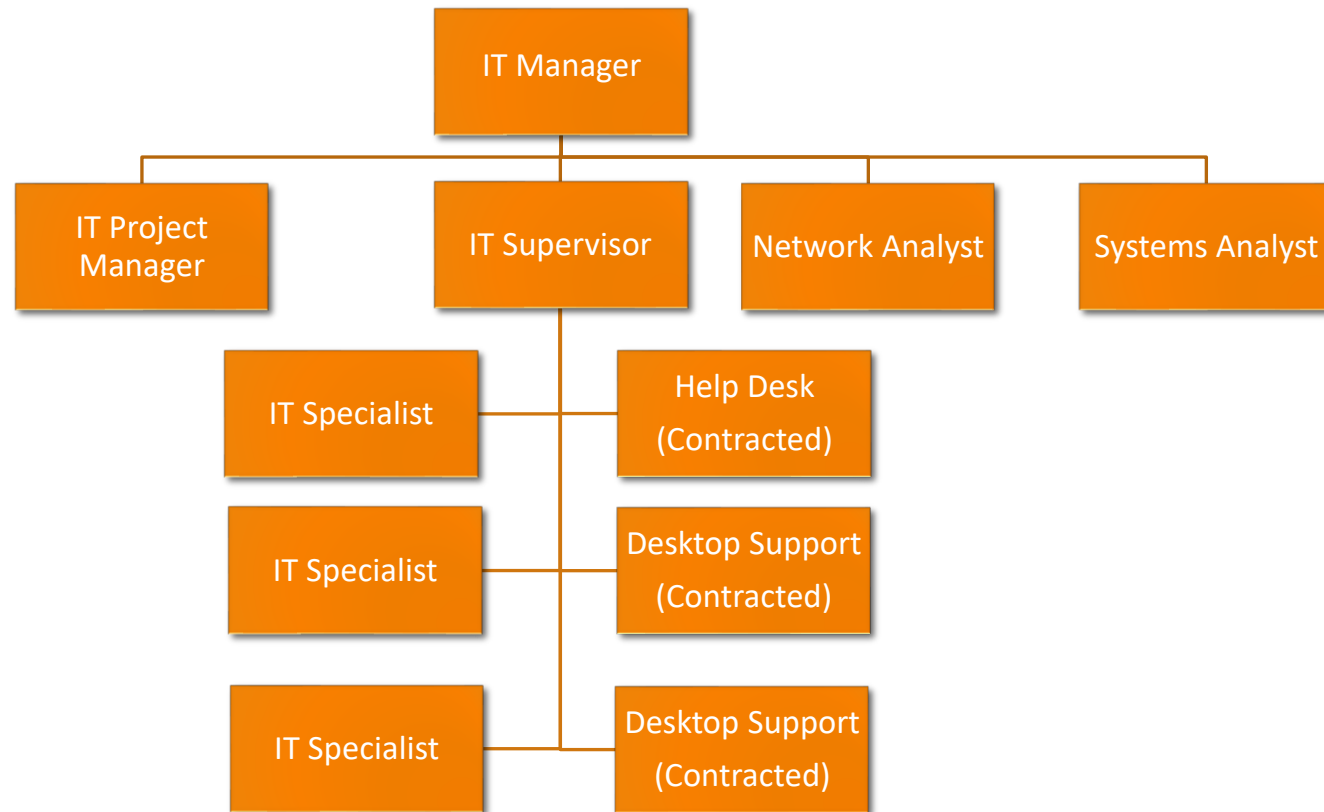


# Community Development Organization Chart Proposed

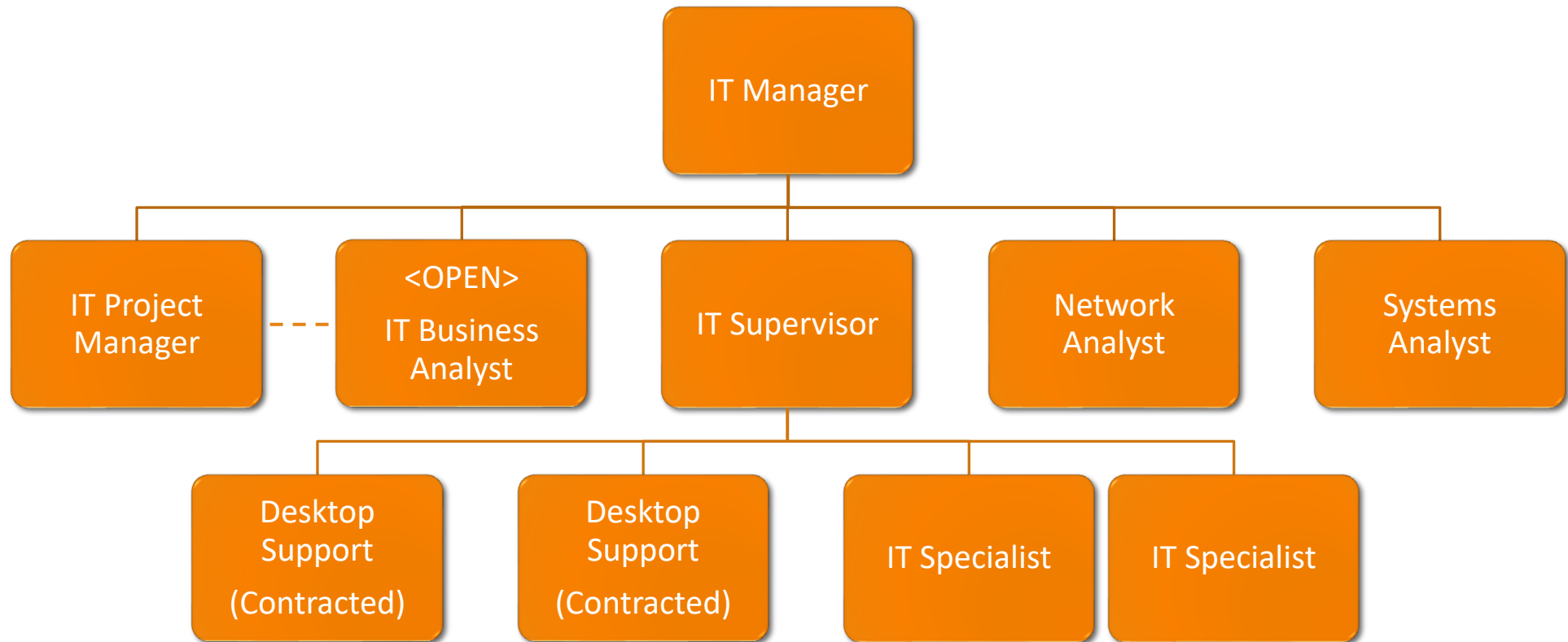




# Orange IT Current Organization Chart



# Orange IT Proposed Organization Chart





# Agenda Item

## Orange City Council

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**Item #:** 9.3.

**9/9/2025**

**File #:** 25-0504

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Trang Nguyen, Finance Director

### 1. SUBJECT

Results of the Cost Allocation and Draft Fee Study.

### 2. SUMMARY

A Cost Allocation and Fee Study has been conducted by Matrix Consulting Group for the city. The draft results will be presented for City Council review and input.

### 3. RECOMMENDED ACTION

1. Receive and file the Cost Allocation Plan and Draft User Fee Study.
2. Provide staff with direction on the Draft User Fee Study.

### 4. FISCAL IMPACT

None at this time.

### 5. STRATEGIC PLAN GOALS

Goal 2: Enhance Economic Development and Achieve Fiscal Sustainability  
2.6 Reduce subsidy from general tax revenues

### 6. DISCUSSION AND BACKGROUND

#### Background and Purpose

In September 2024, City Council approved a contract with Matrix Consulting to prepare a Cost Allocation Plan and User Fee Study.

The purpose of the cost allocation plan is to identify and distribute central service and other administrative support costs to the users of those services. These kinds of costs include finance, facility maintenance, personnel, and certain departmental administrative functions. Cost Allocation plans help a city determine the full costs by identifying the indirect/overhead allocations to be added to a program's direct cost. Once developed, the full program costs can help set internal city charges and be used as a basis to establish user fees, permits and applications, billing rates, hourly rates, and costs of special services. Furthermore, a cost allocation plan can be used to charge indirect overhead to federal and state grants and charge external agencies and funds their fair share of support costs.

A user fee study determines the full cost of services offered by a government agency for which user fees are currently charged or could be charged. According to State law, city fees for services cannot

exceed the cost of providing the service. The purpose of this updated study is to identify the full cost of providing these services, therefore identifying any subsidy of General Fund tax dollars for said services. This study examined and determined if the actual costs associated with city services are achieving full cost recovery. The last comprehensive citywide user fee study was completed in 2018. It is recommended by industry professionals in the cost recovery sector that local governments update their cost-based fee studies every three to five years.

The scope of services provided by Matrix included examining the total costs associated with providing city services and providing recommendations for changes on fees that will achieve full cost recovery. Matrix's costing model is built based on the City's operations, budget details and intended use for the results. The method used is a customized approach specific to the City.

As part of the Cost of Services (User Fee) study for the City of Orange, Matrix Consulting Group conducted a comparative survey of user fees. The City identified six municipalities to be included in the comparative survey: Brea, Costa Mesa, Fullerton, Garden Grove, Huntington Beach, and Santa Ana. When compared to the surveyed jurisdictions, the City of Orange ranks near the middle in terms of population, but on the lower end for budget and staffing. Overall, Orange generally has current fees that are higher, or in the middle when compared to the fees of the other surveyed jurisdictions. Of the surveyed jurisdictions, Orange's current fees are most comparable with Huntington Beach, Fullerton, and Costa Mesa while the City's full cost calculated is most comparable to fees charged by Santa Ana and Huntington Beach. It is important to note that the results of this survey only show the fees adopted by the council, not the cost recovery policy decisions for departments or a jurisdiction.

Multiple in-depth meetings have been held with department heads and staff to ensure the cost allocation was appropriate and the proposed fees would recapture full cost recovery or a level of recovery that was suitable based on information from Matrix, comparison to other jurisdictions, and impacts to the residents and business community. Each department went through several iterations of the proposed fees discussing changes with Matrix and fine-tuning the results that are presented in the complete draft report that is attached to this staff report.

## Findings

Currently, based on comparing FY 25 fee-related budgeted expenditures with fee-related FY 24 revenue, the City is under-recovering its costs by approximately \$2.9 million or recovering about 60% of its costs. Depending on current cost recovery levels, some current fees may need to be increased significantly to comply with established or proposed cost recovery policies, however the City can choose to use a phased-in approach to reaching its cost recovery goals.

While full-cost recovery is not practical in all situations, staff has recommended fees to increase overall cost recovery to 85%, resulting in an increase in General Fund revenue of approximately \$1.9 million. Additionally, the draft report includes a new credit card surcharge of 3.12% which will recover an estimated \$300,000 in credit card fees, if the surcharge is adopted.

## Next Steps

Based on feedback from the City Council and the community, a finalized Master Schedule of Fees is tentatively scheduled for public notice and City Council consideration in October. Moving forward, the Cost Allocation Plan and User Fee Study will be integrated into the City's annual budget process. Matrix has provided a model to support annual fee updates, ensuring that any future adjustments are analyzed and presented to Council for adoption.

To establish best practices and align with City Council objectives, Matrix recommends consideration of a formal Cost Recovery Policy. This policy would provide a clear and consistent framework for setting fees, require periodic review, and ensure that adjustments are based on objective and supportable criteria available to the public. A draft policy will be developed with Department Head input, presented during the FY 2026-27 budget workshop, and considered for adoption with the annual budget.

## **7. ATTACHMENTS**

- Cost Allocation Plan Report
- Draft User Fee Study Report
- Draft Master Fee Schedule



# Agenda Item

## Orange City Council

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- Draft User Fee Study Report
- Draft Master Fee Schedule





# **FULL COST ALLOCATION PLAN FY24-25 Budgeted Expenditures**

MARCH 2025

**CITY OF ORANGE, CA**

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## EXECUTIVE SUMMARY

The Matrix Consulting Group has prepared this Full Cost Allocation Plan (CAP) for the City of Orange, CA. The report, which follows, presents a summary of the comprehensive analysis undertaken to identify the appropriate distribution of Citywide administrative and support costs to all City operating departments and programs.

### METHODOLOGY

The primary objective of a CAP is to spread costs from central support departments, generally called “Central Service Departments,” to those departments, cost centers, and/or funds that receive services in support of conducting their operations. In doing so, an organization can both better understand its full cost of providing specific services to the community and generate organizational awareness regarding indirect (overhead) costs associated with operations. This plan was compiled in accordance with Generally Accepted Accounting Principles and is based on many of the methods of indirect cost allocation defined by the federal Office of Management and Budget’s (OMB) Title 2 CFR 200. These principles can be summarized in the following points:

- **Necessary and reasonable:** costs included for allocation should be necessary to the purpose of a department and the services it provides. Expenditures should be in alignment with reasonable costs associated with services, not arbitrarily or intentionally inflated.
- **Determined by allocation “bases” that relate to benefit received:** allocation metrics used to allocate costs should have a nexus to the service being provided and generally reflect associated service levels.

In addition, OMB guidelines outline a method for allocating indirect costs called the double-step down allocation method, which utilizes two “steps” or “passes” to fully allocate costs. The double-step down procedure is reflected in this plan and ensures that the benefit of services between Central Service support departments are recognized first, before final allocations to receivers of services are made. For example:

- **First Step:** Central Service department expenditures are allocated to other Central Service departments and to Receiving departments.
- **Second Step:** Distributes Central Service department expenses and first step allocations to Receiving departments only.

It should be noted that there are two types of cost allocation plans: Full Cost and OMB Compliant. A Full Cost Allocation Plan is generally concerned with determining indirect costs associated with non-general fund sources, as well as funds and departments that charge fees for service. For example, a Full Cost Allocation Plan could be used to justify transfers from non-general fund sources or included in a cost-of-service study to account for indirect overhead. The second form of Cost Allocation Plan is known as an OMB Compliant Plan. An OMB



Compliant Plan is generally concerned with the use of the resulting cost allocations to develop, submit, and secure approval for claims. For example, OMB Compliant allocations could be used to reimburse indirect costs associated with the administration of State and/or Federal grants. An OMB Compliant Plan is far more sensitive in terms of recovering administrative costs within the framework of the specific federal requirements outlined by OMB. This plan is a **Full Cost Allocation Plan**.

## PROJECT STEPS

The project team, along with City staff, went through the following steps to develop this CAP:

- Meet with the City of Orange's administrative staff to customize the structure of the plan
- Identify / classify Central Service support departments
- Determine the major services or "functions" provided by each Central Service support department
- Establish the optimal allocation basis for each function
- Identify the data source and collect allocation basis data and statistics
- Populate the analytical model and calculate results
- Employ quality control processes for accurate results
- Review results with the City
- Revise and finalize
- Discuss implementation strategies
- Document and communicate results

The results of this effort are detailed in the following report.

## SUMMARY

In summary, key project details for the cost plan are as follows:

- Cost figures are based on fiscal year 2024-2025 budgeted expenditures
- The allocation methodology is **Full Cost**, not OMB Title 2 CFR 200 Compliant



- The results presented in this plan were derived using a double “step-down” allocation process

The following report provides a well-documented and defensible basis for the team’s indirect overhead costs, including the full detail regarding how cost centers were derived, the allocation bases used to allocate associated costs, and a summary schedule that illustrates the total indirect costs associated with Receiving departments and funds.





## READING THE PLAN

The final documentation of a CAP can be hundreds of pages in length. The following provides a guide for navigating and reviewing the plan:

- **Table of Contents:** All summary and detail allocation schedules can be referenced here and appear in the same order as shown.
- **Summary of Overhead Allocations:** Lists Central Service departments on one axis and Receiving departments on the other. Shows how much was allocated from each Central Service department to each Receiving department. Summarizes unallocated and direct billed entries and produces a grand total for each axis.
- **Summary of Functions and Allocation Bases:** Recaps the source and basis for each function of each Central Service department. For example, if the Building Maintenance function of the Facilities Management Department allocates by square footage, then the basis for the allocation of that function shown on this schedule would be square footage, and the source would potentially be blueprints of the building or square footage records.
- **Central Service Departments:** Lists all Central Service departments, including their fund, department, and/or division number, along with expenditure totals per department, as well as a subtotal of disallowed costs and a total of all expenditures being allocated through the plan.
- **Grantee Departments:** Lists all Receiving departments, including their fund, department, and/or division number.
- **Detail Reports:** Each Central Service department in the plan has one set of reports. The reports show an aggregate picture of the department's expenses, a function-by-function breakdown of the expenses, each function's allocation, and an allocation summary. Each set of Detail Reports contains:
  - **Narrative:** This is a summary of the Central Service department, including a brief description of the activities performed, the major functions and services provided, and how costs associated with each function are allocated to Receiving departments, or those departments and programs within the organization that benefit from services.
  - **Costs to Be Allocated:** This is a summary of the costs being allocated for the identified Central Service department. This worksheet shows the total expenditures for the Central Service department, along with the incoming allocations from all other Central Service departments.
  - **Departmental Expense Detail:** This worksheet details the Central Service's direct expenditures, provides a recap of the incoming expenses, and arrives at a total this department encumbers on each pass of allocations. This worksheet also adds in



incoming allocations and breaks total costs down by function. It also demonstrates how the G&A (General and Administrative) column is reallocated and subtotals for each pass of the allocations. Here, unallocated functions are dropped from the Plan's calculations.

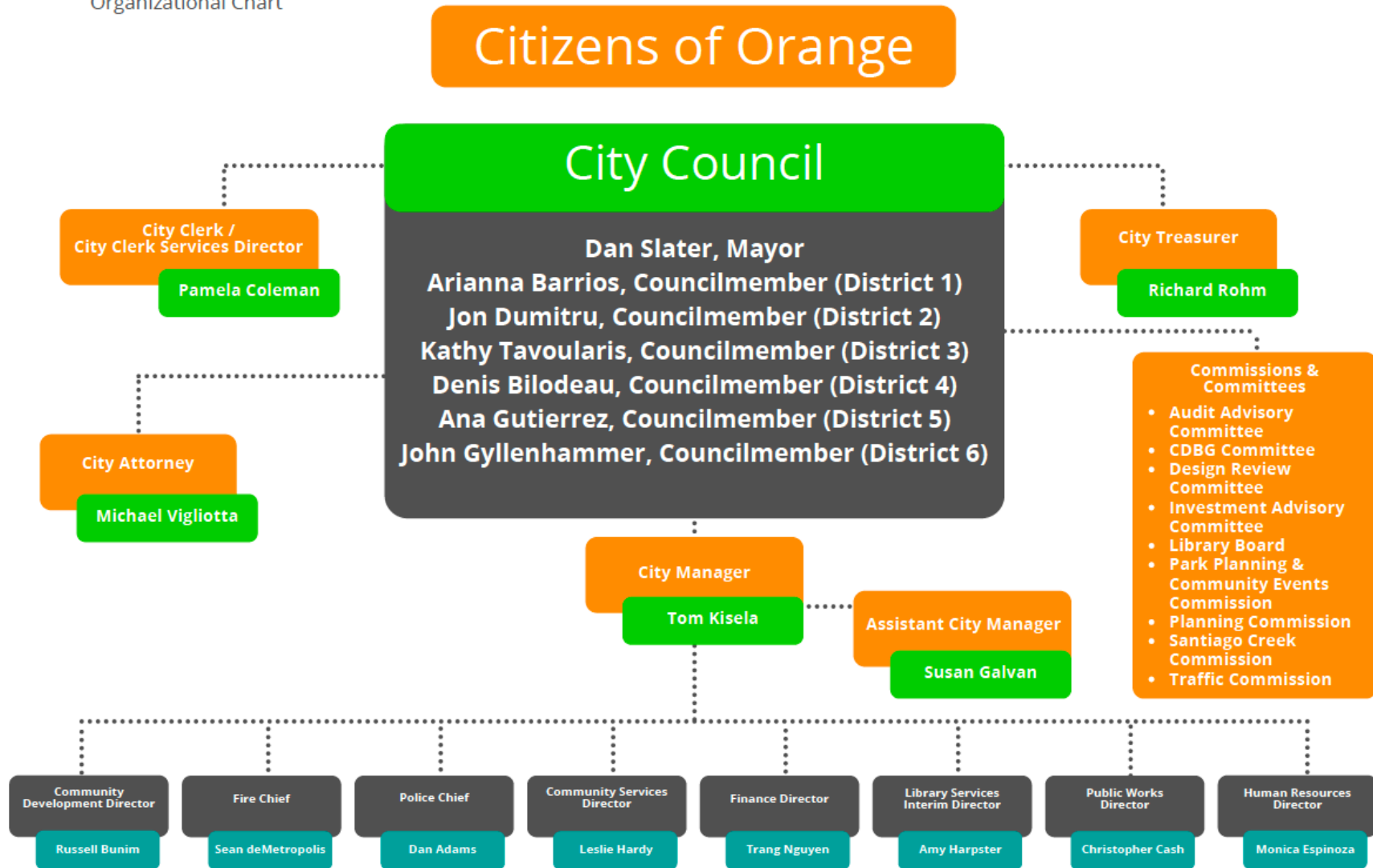
- **Allocation Detail:** For each allocable function, this report shows the Receiving departments its costs are allocated to and the amount allocated per pass.
- **Allocation Summary:** This worksheet shows the total costs being allocated to Receiving departments by function.

The Summary of Overhead Allocations and the Summary of Functions and Allocation Bases are the optimal documents for beginning review of the Cost Allocation Plan. The Summary of Overhead Allocations provides a summary of results and “bottom-line” picture of the analysis. The reviewer may then refer to the Detail Reports for more information on how allocations are derived and shown on the Summary of Overhead Allocations. The Summary of Functions and Allocation Bases provides a matrix detailing the allocation methodology applied to each Central Service department along with the source of the data.



## ORGANIZATIONAL CHART

The organizational chart on the following page shows the overall structure for the City of Orange, including illustrating how each of the City's Departments are organized.





## SUMMARY OF OVERHEAD ALLOCATIONS

Provided on the following pages are a summary of results and a “bottom-line” picture of the resulting cost allocation plan analysis. This summary shows how much was allocated from each Central Service department to each end Receiving department. Departmental costs have been summarized with unallocated and direct billed entries and produces a grand total for each Central Service department, as well as for each Receiving department. The Central Service departments are listed down the left-hand side and Receiving departments across the top.

**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	100-00-0000 NON DEPARTMENTAL	100-02-0218 ECONOMIC DEVELOPMENT	100-05-0501 CITY TREASURER	100-20-2001 LIBRARY ADMINISTRATION	100-20-2004 TECHNOLOGY & SUPPORT SERVICES
100	01	0101	CITY COUNCIL	\$ -	\$ 3,717	\$ -	\$ 8,673	\$ 2,478
100	02	0201	CITY MANAGER	\$ -	\$ 25,078	\$ 192	\$ 17,500	\$ 12,303
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ -	\$ 13,901	\$ -
100	04	0401	CITY CLERK	\$ -	\$ 5,288	\$ -	\$ 70,765	\$ 6,260
100	12	1201	FINANCE ADMIN	\$ -	\$ 137	\$ 16	\$ 22,763	\$ 6,563
100	12	1205	PURCHASING AND WAREHOUSE	\$ 6,051	\$ 1,422	\$ -	\$ 13,909	\$ 653
100	12	1221	GENERAL REVENUE	\$ 72,469	\$ 102	\$ -	\$ 2,274	\$ -
100	12	1231	GENERAL ACCOUNTING	\$ 38,834	\$ 1,619	\$ 434	\$ 16,105	\$ 5,979
100	14	1401	HUMAN RESOURCES	\$ -	\$ -	\$ 3,563	\$ 17,724	\$ 21,287
100	50	5028	FACILITY MAINTENANCE	\$ -	\$ -	\$ -	\$ 437,050	\$ -
<b>Proposed Costs</b>				<b>\$ 117,354</b>	<b>\$ 37,362</b>	<b>\$ 4,205</b>	<b>\$ 620,664</b>	<b>\$ 55,523</b>

**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	100-20-2014 LENDING SERVICES	100-20-2016 ADULT & BRANCH SERVICES	100-20-2017 CHILDREN & TEEN SERVICES	100-30-3001 OFFICE OF THE FIRE CHIEF	100-30-3011 FIRE ADMINISTRATION
100	01	0101	CITY COUNCIL	\$ -	\$ 1,239	\$ -	\$ 2,271	\$ 3,717
100	02	0201	CITY MANAGER	\$ 12,344	\$ 12,326	\$ 10,405	\$ 10,245	\$ 11,666
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ -	\$ -	\$ 13,901
100	04	0401	CITY CLERK	\$ 2,735	\$ 4,498	\$ 2,735	\$ 101,549	\$ 7,599
100	12	1201	FINANCE ADMIN	\$ 7,826	\$ 7,633	\$ 5,006	\$ 1,502	\$ 7,434
100	12	1205	PURCHASING AND WAREHOUSE	\$ -	\$ 57	\$ 707	\$ -	\$ 63,689
100	12	1221	GENERAL REVENUE	\$ 32,284	\$ 10,252	\$ 170	\$ -	\$ 2,802
100	12	1231	GENERAL ACCOUNTING	\$ 9,325	\$ 8,023	\$ 5,311	\$ 4,519	\$ 24,135
100	14	1401	HUMAN RESOURCES	\$ 52,104	\$ 36,161	\$ 19,506	\$ 7,125	\$ 10,688
100	50	5028	FACILITY MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ 230,636
<b>Proposed Costs</b>				<b>\$ 116,617</b>	<b>\$ 80,189</b>	<b>\$ 43,841</b>	<b>\$ 127,212</b>	<b>\$ 376,268</b>

**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	100-30-3012 FIRE PREVENTION	100-30-3015 EMT PROGRAM	100-30-3021 FIRE SUPPRESSION	100-30-3022 PARAMEDICS	100-30-3023 FIRE TRAINING
100	01	0101	CITY COUNCIL	\$ -	\$ -	\$ 2,478	\$ -	\$ 1,239
100	02	0201	CITY MANAGER	\$ 11,161	\$ -	\$ 27,241	\$ 22,119	\$ 9,052
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ -	\$ -	\$ -
100	04	0401	CITY CLERK	\$ 2,507	\$ -	\$ 9,739	\$ 3,873	\$ 4,269
100	12	1201	FINANCE ADMIN	\$ 9,725	\$ -	\$ 52,363	\$ 39,526	\$ 595
100	12	1205	PURCHASING AND WAREHOUSE	\$ 603	\$ -	\$ 123,442	\$ 707	\$ -
100	12	1221	GENERAL REVENUE	\$ 77,231	\$ 306	\$ 1,097	\$ 4,722	\$ 51
100	12	1231	GENERAL ACCOUNTING	\$ 26,138	\$ 197	\$ 125,720	\$ 95,855	\$ 6,583
100	14	1401	HUMAN RESOURCES	\$ 42,752	\$ -	\$ 199,509	\$ 169,226	\$ 7,125
100	50	5028	FACILITY MAINTENANCE	\$ 4,198	\$ -	\$ 63,086	\$ -	\$ -
<b>Proposed Costs</b>				<b>\$ 174,315</b>	<b>\$ 502</b>	<b>\$ 604,674</b>	<b>\$ 336,027</b>	<b>\$ 28,915</b>



**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	100-30-3024 Strike Team	100-40-4001 OFFICE OF THE POLICE CHIEF	100-40-4011 POLICE ADMINISTRATION	100-40-4012 DISPATCH	100-40-4013 RECORDS
100	01	0101	CITY COUNCIL	\$ 2,478	\$ 413	\$ 13,629	\$ -	\$ -
100	02	0201	CITY MANAGER	\$ 1,692	\$ 8,051	\$ 21,661	\$ 9,791	\$ 8,941
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ 173,768	\$ -	\$ -
100	04	0401	CITY CLERK	\$ 3,525	\$ 18,306	\$ 21,438	\$ 1,270	\$ 1,270
100	12	1201	FINANCE ADMIN	\$ -	\$ 9,694	\$ 15,361	\$ 5,356	\$ 3,376
100	12	1205	PURCHASING AND WAREHOUSE	\$ -	\$ 3,940	\$ 54,572	\$ 3,128	\$ 569
100	12	1221	GENERAL REVENUE	\$ 3,422	\$ 1,649	\$ 43,766	\$ -	\$ 9,964
100	12	1231	GENERAL ACCOUNTING	\$ 1,446	\$ 11,911	\$ 53,260	\$ 24,865	\$ 22,588
100	14	1401	HUMAN RESOURCES	\$ -	\$ 10,688	\$ 67,156	\$ 71,253	\$ 65,642
100	50	5028	FACILITY MAINTENANCE	\$ -	\$ 3,398	\$ 21,348	\$ 22,651	\$ 20,867
<b>Proposed Costs</b>				<b>\$ 12,563</b>	<b>\$ 68,048</b>	<b>\$ 485,960</b>	<b>\$ 138,314</b>	<b>\$ 133,217</b>

## SUMMARY OF RESULTING OVERHEAD ALLOCATIONS

FUND	DEPT	DIV	NAME	100-40-4021 PATROL	100-40-4031 DETECTIVES	100-40-4032 GANGS	100-40-4033 NARCOTICS	100-40-4034 LAB/PROPERTY
100	01	0101	CITY COUNCIL	\$ 1,239	\$ 2,478	\$ -	\$ 2,478	\$ 1,239
100	02	0201	CITY MANAGER	\$ 40,295	\$ 13,631	\$ 7,483	\$ 9,808	\$ 6,402
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ -	\$ -	\$ -
100	04	0401	CITY CLERK	\$ 4,008	\$ 5,185	\$ 1,270	\$ 4,795	\$ 3,032
100	12	1201	FINANCE ADMIN	\$ 43,316	\$ 10,024	\$ 3,884	\$ 4,794	\$ 1,411
100	12	1205	PURCHASING AND WAREHOUSE	\$ 6,857	\$ 3,146	\$ -	\$ 241	\$ 4,790
100	12	1221	GENERAL REVENUE	\$ 500	\$ 366	\$ 52	\$ 539	\$ 25
100	12	1231	GENERAL ACCOUNTING	\$ 159,335	\$ 34,173	\$ 13,640	\$ 17,632	\$ 5,442
100	14	1401	HUMAN RESOURCES	\$ 429,644	\$ 87,196	\$ 35,627	\$ 42,752	\$ 12,380
100	50	5028	FACILITY MAINTENANCE	\$ 136,580	\$ 27,719	\$ 11,325	\$ 13,590	\$ 3,936
Proposed Costs				\$ 821,773	\$ 183,919	\$ 73,281	\$ 96,630	\$ 38,658

**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	100-40-4041 TRAFFIC SERVICES	100-40-4081 HOMELAND SECURITY	100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	100-50-5011 ENGINEERING	100-50-5012 DEVELOPMENT SERVICES
100	01	0101	CITY COUNCIL	\$ 2,478	\$ -	\$ 44,604	\$ -	\$ -
100	02	0201	CITY MANAGER	\$ 14,081	\$ -	\$ 36,473	\$ 5,966	\$ 5,115
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ 3,823	\$ 6,256	\$ 3,823
100	04	0401	CITY CLERK	\$ 4,990	\$ -	\$ 66,672	\$ 3,375	\$ 5,661
100	12	1201	FINANCE ADMIN	\$ 10,415	\$ -	\$ 9,074	\$ 3,925	\$ 2,728
100	12	1205	PURCHASING AND WAREHOUSE	\$ 40,592	\$ 121	\$ 50,754	\$ 1,057	\$ 624
100	12	1221	GENERAL REVENUE	\$ 1,746	\$ 17	\$ 16,572	\$ 6,533	\$ 43,471
100	12	1231	GENERAL ACCOUNTING	\$ 37,708	\$ 9	\$ 11,682	\$ 7,382	\$ 4,672
100	14	1401	HUMAN RESOURCES	\$ 93,609	\$ -	\$ 18,348	\$ 31,102	\$ 18,312
100	50	5028	FACILITY MAINTENANCE	\$ 29,757	\$ -	\$ 43,631	\$ 4,886	\$ 2,877
<b>Proposed Costs</b>				<b>\$ 235,376</b>	<b>\$ 147</b>	<b>\$ 301,632</b>	<b>\$ 70,481</b>	<b>\$ 87,282</b>

**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	100-50-5013 BUILDING & SAFETY	100-50-5021 STREET MAINTENANCE SERVICES	100-50-5022 REFUSE & SANITATION SERVICES	100-50-5025 TREE MAINTENANCE	100-50-5031 TRANSPORTATION PLANNING
100	01	0101	CITY COUNCIL	\$ -	\$ 1,239	\$ -	\$ 1,858	\$ -
100	02	0201	CITY MANAGER	\$ 4,133	\$ 7,264	\$ 3,984	\$ 5,476	\$ 4,851
100	03	0301	CITY ATTORNEY	\$ 1,390	\$ 7,646	\$ 695	\$ 348	\$ 2,433
100	04	0401	CITY CLERK	\$ 1,270	\$ 3,032	\$ 1,270	\$ 3,914	\$ 1,563
100	12	1201	FINANCE ADMIN	\$ -	\$ 4,670	\$ 425	\$ 2,667	\$ 3,017
100	12	1205	PURCHASING AND WAREHOUSE	\$ 244	\$ 95,920	\$ 199	\$ 34	\$ 719
100	12	1221	GENERAL REVENUE	\$ 102	\$ 509	\$ 439	\$ -	\$ 5,683
100	12	1231	GENERAL ACCOUNTING	\$ 1,243	\$ 8,361	\$ 1,358	\$ 2,381	\$ 5,244
100	14	1401	HUMAN RESOURCES	\$ 7,125	\$ 37,586	\$ 3,206	\$ 1,425	\$ 12,576
100	50	5028	FACILITY MAINTENANCE	\$ 1,119	\$ 32,793	\$ 418	\$ 186	\$ 1,639
<b>Proposed Costs</b>				<b>\$ 16,627</b>	<b>\$ 199,020</b>	<b>\$ 11,993</b>	<b>\$ 18,289</b>	<b>\$ 37,724</b>

## SUMMARY OF RESULTING OVERHEAD ALLOCATIONS

FUND	DEPT	DIV	NAME	100-50-5032 TRAFFIC OPERATIONS	100-50-5073 ROADWAY MAINTENANCE	100-50-5074 TRANSPORTATION SERVICES	100-50-5095 Reimbursable	100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION
100	01	0101	CITY COUNCIL	\$ 4,956	\$ -	\$ 1,239	\$ 1,239	\$ 10,841
100	02	0201	CITY MANAGER	\$ 7,646	\$ 3,841	\$ 4,746	\$ 857	\$ 24,419
100	03	0301	CITY ATTORNEY	\$ 1,390	\$ -	\$ -	\$ -	\$ 88,274
100	04	0401	CITY CLERK	\$ 35,035	\$ -	\$ 1,763	\$ 1,763	\$ 266,526
100	12	1201	FINANCE ADMIN	\$ 913	\$ 623	\$ 1,034	\$ 78	\$ 10,199
100	12	1205	PURCHASING AND WAREHOUSE	\$ 42,236	\$ 717	\$ 3,066	\$ 241	\$ 9,846
100	12	1221	GENERAL REVENUE	\$ 3,773	\$ 2,037	\$ 1,833	\$ 44	\$ 21,774
100	12	1231	GENERAL ACCOUNTING	\$ 1,385	\$ 2,267	\$ 2,577	\$ 225	\$ 8,986
100	14	1401	HUMAN RESOURCES	\$ 7,125	\$ -	\$ -	\$ -	\$ 21,376
100	50	5028	FACILITY MAINTENANCE	\$ 928	\$ -	\$ -	\$ -	\$ 9,923
<b>Proposed Costs</b>				<b>\$ 105,388</b>	<b>\$ 9,485</b>	<b>\$ 16,258</b>	<b>\$ 4,447</b>	<b>\$ 472,166</b>

**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	100-60-6011 ADVANCE PLANNING	100-60-6021 CURRENT PLANNING	100-60-6031 BUILDING INSPECTION	100-60-6032 CODE ENFORCEMENT	100-60-6034 PERMIT SERVICES
100	01	0101	CITY COUNCIL	\$ -	\$ 1,239	\$ 1,239	\$ -	\$ -
100	02	0201	CITY MANAGER	\$ 8,932	\$ 10,533	\$ 10,477	\$ 9,992	\$ 9,353
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ -	\$ -	\$ -
100	04	0401	CITY CLERK	\$ 2,897	\$ 13,581	\$ 151,133	\$ 16,753	\$ 2,507
100	12	1201	FINANCE ADMIN	\$ 3,011	\$ 4,060	\$ 3,469	\$ 6,176	\$ 4,001
100	12	1205	PURCHASING AND WAREHOUSE	\$ -	\$ 241	\$ 639	\$ 906	\$ -
100	12	1221	GENERAL REVENUE	\$ 6,624	\$ 21,319	\$ 86,736	\$ 1,086	\$ 1,988
100	12	1231	GENERAL ACCOUNTING	\$ 3,926	\$ 6,087	\$ 6,062	\$ 8,364	\$ 5,188
100	14	1401	HUMAN RESOURCES	\$ 21,376	\$ 17,813	\$ 17,813	\$ 35,627	\$ 24,012
100	50	5028	FACILITY MAINTENANCE	\$ 9,923	\$ 8,269	\$ 8,269	\$ 16,539	\$ 11,147
<b>Proposed Costs</b>				<b>\$ 56,689</b>	<b>\$ 83,143</b>	<b>\$ 285,839</b>	<b>\$ 95,442</b>	<b>\$ 58,196</b>

## SUMMARY OF RESULTING OVERHEAD ALLOCATIONS

FUND	DEPT	DIV	NAME	100-70-7001 COMMUNITY SERVICES ADMINISTRATION	100-70-7011 LEISURE SERVICES	100-70-7014 RECREATION - ATHLETICS	100-70-7015 SPECIAL EVENTS	100-70-7022 ENVIRONMENTAL SERVICES
100	01	0101	CITY COUNCIL	\$ 11,151	\$ 1,858	\$ -	\$ 2,478	\$ 7,434
100	02	0201	CITY MANAGER	\$ 17,454	\$ 15,199	\$ 9,599	\$ 9,340	\$ 19,572
100	03	0301	CITY ATTORNEY	\$ 52,130	\$ -	\$ -	\$ -	\$ -
100	04	0401	CITY CLERK	\$ 44,198	\$ 5,574	\$ 2,540	\$ 3,525	\$ 13,310
100	12	1201	FINANCE ADMIN	\$ 12,181	\$ 12,836	\$ 9,278	\$ 1,487	\$ 18,763
100	12	1205	PURCHASING AND WAREHOUSE	\$ 102,274	\$ 5,571	\$ 348	\$ 114	\$ 31,050
100	12	1221	GENERAL REVENUE	\$ 26,693	\$ -	\$ 44	\$ 2,478	\$ 1,959
100	12	1231	GENERAL ACCOUNTING	\$ 12,214	\$ 22,176	\$ 7,911	\$ 4,634	\$ 36,978
100	14	1401	HUMAN RESOURCES	\$ 17,813	\$ 93,164	\$ 29,303	\$ -	\$ 81,318
100	50	5028	FACILITY MAINTENANCE	\$ 63,087	\$ -	\$ 17,340	\$ -	\$ -
<b>Proposed Costs</b>				<b>\$ 359,196</b>	<b>\$ 156,378</b>	<b>\$ 76,363</b>	<b>\$ 24,056</b>	<b>\$ 210,384</b>

## SUMMARY OF RESULTING OVERHEAD ALLOCATIONS

FUND	DEPT	DIV	NAME	100-70-7041 SENIOR SERVICES	100-80-8041 WATER DISTRIBUTION	100-98-9810 RDA ADMINISTRATION & OPERATIONS	105-00- NON- DEPARTMENTAL	110-60- BUILDING RECORDS MGMT FEE
100	01	0101	CITY COUNCIL	\$ -	\$ -	\$ -	\$ -	\$ -
100	02	0201	CITY MANAGER	\$ 7,898	\$ 15	\$ 182	\$ 18	\$ 501
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ -	\$ -	\$ -
100	04	0401	CITY CLERK	\$ 2,540	\$ -	\$ 12,699	\$ -	\$ -
100	12	1201	FINANCE ADMIN	\$ 3,526	\$ 103	\$ 10	\$ 126	\$ 5,206
100	12	1205	PURCHASING AND WAREHOUSE	\$ 121	\$ 121	\$ -	\$ 121	\$ 482
100	12	1221	GENERAL REVENUE	\$ -	\$ -	\$ -	\$ 175	\$ 15,276
100	12	1231	GENERAL ACCOUNTING	\$ 1,282	\$ 249	\$ 753	\$ 429	\$ 5,938
100	14	1401	HUMAN RESOURCES	\$ 3,563	\$ -	\$ 3,385	\$ -	\$ 926
100	50	5028	FACILITY MAINTENANCE	\$ 16,657	\$ -	\$ -	\$ -	\$ -
<b>Proposed Costs</b>				<b>\$ 35,587</b>	<b>\$ 487</b>	<b>\$ 17,028</b>	<b>\$ 869</b>	<b>\$ 28,331</b>



**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	120-40- PROP 172	125-30- EMT TRANSPORT FUND	126-30- OPIOID SETTLEMENT	130-00- 1% PEG Program	140-60- CASp Certification & Training Fund
100	01	0101	CITY COUNCIL	\$ -	\$ 7,227	\$ -	\$ 1,858	\$ -
100	02	0201	CITY MANAGER	\$ 965	\$ 55,167	\$ 49	\$ 1,436	\$ 66
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ -	\$ -	\$ -
100	04	0401	CITY CLERK	\$ -	\$ 23,176	\$ -	\$ 2,644	\$ -
100	12	1201	FINANCE ADMIN	\$ 2,934	\$ 3,882	\$ 235	\$ 1,291	\$ 812
100	12	1205	PURCHASING AND WAREHOUSE	\$ 2,332	\$ 482	\$ -	\$ -	\$ 121
100	12	1221	GENERAL REVENUE	\$ 110	\$ 1,069	\$ 51	\$ 441	\$ -
100	12	1231	GENERAL ACCOUNTING	\$ 6,938	\$ 33,599	\$ 679	\$ 2,281	\$ 1,864
100	14	1401	HUMAN RESOURCES	\$ 3,563	\$ 64,039	\$ -	\$ -	\$ -
100	50	5028	FACILITY MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Proposed Costs</b>				<b>\$ 16,841</b>	<b>\$ 188,642</b>	<b>\$ 1,013</b>	<b>\$ 9,951</b>	<b>\$ 2,863</b>

## SUMMARY OF RESULTING OVERHEAD ALLOCATIONS

FUND	DEPT	DIV	NAME	150-50- OC HEADSTART (OCPT) BUILDING MAINT	220-50- SEWER	245-70- AB 2766 AIR POLLUTION REDUCTION	263-50- TRAFFIC IMPROVEMNT - MEASURE M2	270-50- GAS TAX MAINTENANCE
100	01	0101	CITY COUNCIL	\$ 1,239	\$ 13,629	\$ -	\$ 8,053	\$ -
100	02	0201	CITY MANAGER	\$ 852	\$ 63,507	\$ 45	\$ 8,928	\$ 5,107
100	03	0301	CITY ATTORNEY	\$ -	\$ 15,639	\$ -	\$ -	\$ 11,121
100	04	0401	CITY CLERK	\$ 1,763	\$ 32,916	\$ -	\$ 11,456	\$ 13,090
100	12	1201	FINANCE ADMIN	\$ 108	\$ 37,245	\$ 881	\$ 25,843	\$ 15,178
100	12	1205	PURCHASING AND WAREHOUSE	\$ -	\$ 38,114	\$ 121	\$ 4,945	\$ 16,867
100	12	1221	GENERAL REVENUE	\$ 526	\$ 27,227	\$ 136	\$ 441	\$ 4,551
100	12	1231	GENERAL ACCOUNTING	\$ 1,468	\$ 37,524	\$ 1,710	\$ 18,243	\$ 25,730
100	14	1401	HUMAN RESOURCES	\$ -	\$ 77,310	\$ -	\$ -	\$ 55,007
100	50	5028	FACILITY MAINTENANCE	\$ -	\$ 16,409	\$ -	\$ -	\$ 37,798
<b>Proposed Costs</b>				<b>\$ 5,957</b>	<b>\$ 359,521</b>	<b>\$ 2,893</b>	<b>\$ 77,910</b>	<b>\$ 184,450</b>

**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	274-50- RMRA Road Maint Rehabilitation Account	287-50- City-Wide TSIP	291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT
100	01	0101	CITY COUNCIL	\$ 12,390	\$ 1,239	\$ 2,478	\$ 1,239	\$ -
100	02	0201	CITY MANAGER	\$ 11,076	\$ 1,674	\$ 2,266	\$ 881	\$ 69
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ 348	\$ 174	\$ 174
100	04	0401	CITY CLERK	\$ 17,625	\$ 1,763	\$ 3,525	\$ 1,763	\$ -
100	12	1201	FINANCE ADMIN	\$ 19,084	\$ 7,149	\$ 4,090	\$ 224	\$ 529
100	12	1205	PURCHASING AND WAREHOUSE	\$ 241	\$ 724	\$ 264	\$ 5	\$ 5
100	12	1221	GENERAL REVENUE	\$ 373	\$ 1,188	\$ 1,775	\$ 611	\$ 509
100	12	1231	GENERAL ACCOUNTING	\$ 8,361	\$ 4,811	\$ 5,398	\$ 2,679	\$ 2,597
100	14	1401	HUMAN RESOURCES	\$ -	\$ -	\$ 1,247	\$ 178	\$ 178
100	50	5028	FACILITY MAINTENANCE	\$ -	\$ -	\$ 162	\$ 23	\$ 23
<b>Proposed Costs</b>				<b>\$ 69,150</b>	<b>\$ 18,548</b>	<b>\$ 21,552</b>	<b>\$ 7,778</b>	<b>\$ 4,084</b>

**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	312-60- SB2- BUILDING HOMES & JOBS ACT	315-60- CDBG - HOUSING REHAB/LOANS	316-60- FEDERAL RENTAL REHABILITATION	317-60- HOME
100	01	0101	CITY COUNCIL	\$ 9,602	\$ 1,239	\$ -	\$ -	\$ 3,407
100	02	0201	CITY MANAGER	\$ 58,884	\$ 3,199	\$ -	\$ -	\$ 49,880
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ -	\$ -	\$ -
100	04	0401	CITY CLERK	\$ 29,469	\$ 3,032	\$ -	\$ -	\$ 6,117
100	12	1201	FINANCE ADMIN	\$ 3,718	\$ 11,206	\$ 159	\$ 51	\$ 2,275
100	12	1205	PURCHASING AND WAREHOUSE	\$ 241	\$ -	\$ -	\$ -	\$ 724
100	12	1221	GENERAL REVENUE	\$ -	\$ 204	\$ 68	\$ -	\$ 214
100	12	1231	GENERAL ACCOUNTING	\$ 5,627	\$ 4,736	\$ 1,376	\$ 904	\$ 6,872
100	14	1401	HUMAN RESOURCES	\$ 7,125	\$ -	\$ -	\$ -	\$ -
100	50	5028	FACILITY MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Proposed Costs</b>				<b>\$ 114,667</b>	<b>\$ 23,617</b>	<b>\$ 1,602</b>	<b>\$ 955</b>	<b>\$ 69,489</b>

**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	320-70- CALIFORNIA PARKLANDS	350-40- TRAFFIC SAFETY	353-40- FEDERAL POLICE GRANTS	354-40- AB3229- COPS/STATE-(SUPPL LAW ENF SERVS	355-40- ASSET SEIZURE- FEDERAL
100	01	0101	CITY COUNCIL	\$ -	\$ -	\$ 1,239	\$ 413	\$ -
100	02	0201	CITY MANAGER	\$ -	\$ 43	\$ 853	\$ 981	\$ 196
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ -	\$ -	\$ -
100	04	0401	CITY CLERK	\$ -	\$ 1,270	\$ 3,032	\$ 1,857	\$ 1,270
100	12	1201	FINANCE ADMIN	\$ 43	\$ 429	\$ 48	\$ 1,754	\$ 1,416
100	12	1205	PURCHASING AND WAREHOUSE	\$ -	\$ -	\$ -	\$ -	\$ 121
100	12	1221	GENERAL REVENUE	\$ -	\$ 2,784	\$ 44	\$ 76	\$ 110
100	12	1231	GENERAL ACCOUNTING	\$ 904	\$ 1,705	\$ 27	\$ 3,881	\$ 3,289
100	14	1401	HUMAN RESOURCES	\$ -	\$ -	\$ -	\$ 5,255	\$ -
100	50	5028	FACILITY MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Proposed Costs</b>				<b>\$ 947</b>	<b>\$ 6,231</b>	<b>\$ 5,242</b>	<b>\$ 14,217</b>	<b>\$ 6,403</b>

**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	356-40- ASSET SEIZURE - STATE (85%)	357-40- ASSET SEIZURE - STATE (15%)	358-40- RNSP - FEDERAL	359-40- RNSP - TREASURY	360-40- ASSET SEIZURE - TREASURY
100	01	0101	CITY COUNCIL	\$ -	\$ -	\$ -	\$ -	\$ -
100	02	0201	CITY MANAGER	\$ 10	\$ -	\$ 39	\$ -	\$ 61
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ -	\$ -	\$ -
100	04	0401	CITY CLERK	\$ 1,270	\$ -	\$ 1,270	\$ -	\$ 1,270
100	12	1201	FINANCE ADMIN	\$ 68	\$ 74	\$ 246	\$ 2	\$ 576
100	12	1205	PURCHASING AND WAREHOUSE	\$ 241	\$ -	\$ -	\$ -	\$ -
100	12	1221	GENERAL REVENUE	\$ 8	\$ 8	\$ 85	\$ -	\$ -
100	12	1231	GENERAL ACCOUNTING	\$ 897	\$ 747	\$ 1,084	\$ 747	\$ 2,900
100	14	1401	HUMAN RESOURCES	\$ -	\$ -	\$ -	\$ -	\$ -
100	50	5028	FACILITY MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Proposed Costs</b>				<b>\$ 2,495</b>	<b>\$ 829</b>	<b>\$ 2,724</b>	<b>\$ 749</b>	<b>\$ 4,807</b>

**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	400-00- CITY DEBT SERVICE	500-50- CAPITAL PROJECTS	510-70- PARK ACQUISITION (INFILL)	511-70- PARK ACQUISITION & DEVELOPMENT (QUIMBY)	512-70- EL MODENA PARK FACILITY - CELL TOWER FEE
100	01	0101	CITY COUNCIL	\$ -	\$ 11,770	\$ 12,390	\$ -	\$ 1,239
100	02	0201	CITY MANAGER	\$ -	\$ 55,223	\$ 8,783	\$ -	\$ 894
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ -	\$ -	\$ -
100	04	0401	CITY CLERK	\$ -	\$ 29,443	\$ 17,625	\$ -	\$ 1,763
100	12	1201	FINANCE ADMIN	\$ 0	\$ 19,487	\$ 8,542	\$ 5	\$ 1,058
100	12	1205	PURCHASING AND WAREHOUSE	\$ -	\$ 2,895	\$ 724	\$ 241	\$ -
100	12	1221	GENERAL REVENUE	\$ -	\$ 68	\$ 1,426	\$ 34	\$ 658
100	12	1231	GENERAL ACCOUNTING	\$ 432	\$ 10,633	\$ 4,407	\$ 1,263	\$ 1,147
100	14	1401	HUMAN RESOURCES	\$ -	\$ -	\$ -	\$ -	\$ -
100	50	5028	FACILITY MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Proposed Costs</b>				<b>\$ 432</b>	<b>\$ 129,519</b>	<b>\$ 53,897</b>	<b>\$ 1,543</b>	<b>\$ 6,758</b>

**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	520-50- SEWER CONSTRUCTION	530-50- DRAINAGE DISTRICTS	540-50- OLD TOWNE PARKING FACILITY	550-50- REIMBURSABLE CAPITAL PROJECTS	551-70- GRIJALVA PARK FUND
100	01	0101	CITY COUNCIL	\$ -	\$ -	\$ -	\$ 2,478	\$ 619
100	02	0201	CITY MANAGER	\$ -	\$ -	\$ 6	\$ 5,898	\$ 426
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ -	\$ -	\$ -
100	04	0401	CITY CLERK	\$ -	\$ -	\$ -	\$ 3,525	\$ 881
100	12	1201	FINANCE ADMIN	\$ 1,676	\$ 1	\$ 55	\$ 29,967	\$ 23
100	12	1205	PURCHASING AND WAREHOUSE	\$ 965	\$ -	\$ -	\$ 2,895	\$ -
100	12	1221	GENERAL REVENUE	\$ 2,300	\$ -	\$ 136	\$ 989	\$ -
100	12	1231	GENERAL ACCOUNTING	\$ 1,797	\$ 904	\$ 1,117	\$ 15,227	\$ 533
100	14	1401	HUMAN RESOURCES	\$ -	\$ -	\$ -	\$ -	\$ -
100	50	5028	FACILITY MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Proposed Costs</b>				<b>\$ 6,738</b>	<b>\$ 905</b>	<b>\$ 1,314</b>	<b>\$ 60,979</b>	<b>\$ 2,483</b>



**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	553-50- CITY INFRASTRUCTURE BOND	555-50- PARKING IN LIEU	560-30- FIRE FACILITY FEE DISTRICTS ALL COM 6/07	570-40- POLICE FACILITY FEES	573-70- LIBRARY FACILITY FEES
100	01	0101	CITY COUNCIL	\$ -	\$ -	\$ 1,652	\$ 413	\$ -
100	02	0201	CITY MANAGER	\$ 222	\$ 6	\$ 1,511	\$ 316	\$ 77
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ -	\$ -	\$ -
100	04	0401	CITY CLERK	\$ -	\$ -	\$ 2,350	\$ 588	\$ -
100	12	1201	FINANCE ADMIN	\$ 1,879	\$ 71	\$ 974	\$ 401	\$ 1,575
100	12	1205	PURCHASING AND WAREHOUSE	\$ 844	\$ -	\$ 241	\$ -	\$ -
100	12	1221	GENERAL REVENUE	\$ 34	\$ -	\$ 1,935	\$ 306	\$ 2,648
100	12	1231	GENERAL ACCOUNTING	\$ 8,205	\$ 1,060	\$ 4,464	\$ 1,521	\$ 1,697
100	14	1401	HUMAN RESOURCES	\$ -	\$ -	\$ -	\$ -	\$ -
100	50	5028	FACILITY MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Proposed Costs</b>				<b>\$ 11,185</b>	<b>\$ 1,137</b>	<b>\$ 13,127</b>	<b>\$ 3,544</b>	<b>\$ 5,996</b>

**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	600-80- WATER	710-50- EQUIPMENT EXPENSE	720-50- EQUIPMENT REPLACEMENT	725-50- MAJOR BUILDING IMPROVEMENTS	730-03- SELF INSURANCE - WORKERS COMPENSATION
100	01	0101	CITY COUNCIL	\$ 19,824	\$ 1,239	\$ 6,814	\$ -	\$ -
100	02	0201	CITY MANAGER	\$ 96,911	\$ 4,551	\$ 6,602	\$ -	\$ 3,292
100	03	0301	CITY ATTORNEY	\$ 39,967	\$ 6,603	\$ -	\$ -	\$ -
100	04	0401	CITY CLERK	\$ 40,900	\$ 14,803	\$ 9,694	\$ -	\$ 12,895
100	12	1201	FINANCE ADMIN	\$ 203,161	\$ 13,662	\$ 15,163	\$ 63	\$ 20,962
100	12	1205	PURCHASING AND WAREHOUSE	\$ 79,093	\$ 179,766	\$ 8,684	\$ -	\$ 865
100	12	1221	GENERAL REVENUE	\$ 47,557	\$ 487	\$ 1,364	\$ -	\$ 747
100	12	1231	GENERAL ACCOUNTING	\$ 147,909	\$ 25,244	\$ 118,758	\$ 98	\$ 19,139
100	14	1401	HUMAN RESOURCES	\$ 195,590	\$ 32,598	\$ -	\$ -	\$ 9,085
100	50	5028	FACILITY MAINTENANCE	\$ 24,593	\$ 4,248	\$ -	\$ -	\$ -
<b>Proposed Costs</b>				<b>\$ 895,505</b>	<b>\$ 283,202</b>	<b>\$ 167,080</b>	<b>\$ 161</b>	<b>\$ 66,984</b>

**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	740-03- SELF INSURANCE - LIABILITY	752-14- SELF INSURANCE - DENTAL	760-00- EMPLOYEE ACCRUED LIABILITY	780-16- INFORMATION SYSTEMS FUND	790-16- COMPUTER REPLACEMENT
100	01	0101	CITY COUNCIL	\$ 12,390	\$ -	\$ -	\$ 6,814	\$ 6,195
100	02	0201	CITY MANAGER	\$ 11,842	\$ 222	\$ 2,530	\$ 53,785	\$ 5,960
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ -	\$ -	\$ -
100	04	0401	CITY CLERK	\$ 30,325	\$ -	\$ -	\$ 22,784	\$ 8,813
100	12	1201	FINANCE ADMIN	\$ 21,885	\$ 1,730	\$ 19,986	\$ 33,663	\$ 26,870
100	12	1205	PURCHASING AND WAREHOUSE	\$ 2,654	\$ -	\$ -	\$ 13,639	\$ 362
100	12	1221	GENERAL REVENUE	\$ 3,191	\$ -	\$ -	\$ 68	\$ -
100	12	1231	GENERAL ACCOUNTING	\$ 18,819	\$ 1,704	\$ 7,658	\$ 18,452	\$ 5,985
100	14	1401	HUMAN RESOURCES	\$ 5,522	\$ -	\$ -	\$ 31,886	\$ -
100	50	5028	FACILITY MAINTENANCE	\$ -	\$ -	\$ -	\$ 22,785	\$ -
<b>Proposed Costs</b>				<b>\$ 106,626</b>	<b>\$ 3,656</b>	<b>\$ 30,174</b>	<b>\$ 203,877</b>	<b>\$ 54,184</b>

**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	810-00- CASH BOND DEPOSIT	811-00- DPW Advance Payment	812-00- Building Department/Cash Bond Deposit	830-50- County Sanitation District 15	840-50- Eastern Foothill Transportation Corridor
100	01	0101	CITY COUNCIL	\$ -	\$ -	\$ -	\$ -	\$ -
100	02	0201	CITY MANAGER	\$ -	\$ -	\$ -	\$ -	\$ -
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ -	\$ -	\$ -
100	04	0401	CITY CLERK	\$ -	\$ -	\$ -	\$ -	\$ -
100	12	1201	FINANCE ADMIN	\$ 8	\$ 379	\$ 0.31	\$ 24	\$ 17
100	12	1205	PURCHASING AND WAREHOUSE	\$ -	\$ -	\$ -	\$ -	\$ -
100	12	1221	GENERAL REVENUE	\$ -	\$ -	\$ -	\$ -	\$ -
100	12	1231	GENERAL ACCOUNTING	\$ 410	\$ 28	\$ -	\$ -	\$ -
100	14	1401	HUMAN RESOURCES	\$ -	\$ -	\$ -	\$ -	\$ -
100	50	5028	FACILITY MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Proposed Costs</b>				<b>\$ 418</b>	<b>\$ 407</b>	<b>\$ 0.31</b>	<b>\$ 24</b>	<b>\$ 17</b>

## SUMMARY OF RESULTING OVERHEAD ALLOCATIONS

FUND	DEPT	DIV	NAME	877-12- COMMUNITY FACILITIES DISTRICT 91-2	878-12- COMM FACILITIES DISTRICT 06-1 DEL RIO	916-60- AFFORDABLE HOUSING - NEW CONSTRUCTION	920-98- REDEVELOPMENT OBLIGATION RETIREMENT FUND	921-60- LOW & MODERATE INCOME HOUSING ASSET FUND
100	01	0101	CITY COUNCIL	\$ -	\$ -	\$ -	\$ -	\$ 1,549
100	02	0201	CITY MANAGER	\$ -	\$ -	\$ 11	\$ -	\$ 2,372
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ -	\$ -	\$ -
100	04	0401	CITY CLERK	\$ -	\$ -	\$ -	\$ -	\$ 2,203
100	12	1201	FINANCE ADMIN	\$ 669	\$ 519	\$ 214	\$ 586	\$ 1,076
100	12	1205	PURCHASING AND WAREHOUSE	\$ -	\$ -	\$ -	\$ -	\$ 241
100	12	1221	GENERAL REVENUE	\$ 306	\$ 238	\$ 68	\$ 68	\$ 828
100	12	1231	GENERAL ACCOUNTING	\$ 1,482	\$ 1,625	\$ 2,033	\$ 1,965	\$ 8,818
100	14	1401	HUMAN RESOURCES	\$ -	\$ -	\$ -	\$ -	\$ 2,743
100	50	5028	FACILITY MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Proposed Costs</b>				<b>\$ 2,457</b>	<b>\$ 2,382</b>	<b>\$ 2,326</b>	<b>\$ 2,619</b>	<b>\$ 19,830</b>

**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	940-98- ORANGE MERGED CAPITAL PROJECTS	951-98- City Trf: Tustin Project- Taxable Bonds	952-98- CITY TRF: NW & SW MERGED 2003 TXBL BONDS	953-98- CITY TRF: NW & SW MERGED 2003 TAX EXEMPT	954-98- CITY TRF: MERGED 2008 TAX EXEMPT BONDS
100	01	0101	CITY COUNCIL	\$ -	\$ -	\$ -	\$ -	\$ -
100	02	0201	CITY MANAGER	\$ 37	\$ -	\$ 84	\$ -	\$ 1,654
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ -	\$ -	\$ -
100	04	0401	CITY CLERK	\$ -	\$ -	\$ -	\$ -	\$ -
100	12	1201	FINANCE ADMIN	\$ 1,591	\$ 418	\$ 1,081	\$ 240	\$ 12,470
100	12	1205	PURCHASING AND WAREHOUSE	\$ 121	\$ -	\$ -	\$ -	\$ -
100	12	1221	GENERAL REVENUE	\$ 2,174	\$ -	\$ -	\$ -	\$ -
100	12	1231	GENERAL ACCOUNTING	\$ 4,117	\$ 904	\$ 1,348	\$ 904	\$ 5,289
100	14	1401	HUMAN RESOURCES	\$ -	\$ -	\$ -	\$ -	\$ -
100	50	5028	FACILITY MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Proposed Costs</b>				<b>\$ 8,039</b>	<b>\$ 1,322</b>	<b>\$ 2,513</b>	<b>\$ 1,144</b>	<b>\$ 19,413</b>

**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	987-98- ORANGE MERGED DEBT SERVICE	998-00- GENERAL FIXED ASSETS ACC. GR.	999-00- GENERAL LONG TERM ACCT. GR.	-- Other
100	01	0101	CITY COUNCIL	\$ -	\$ -	\$ -	\$ -
100	02	0201	CITY MANAGER	\$ -	\$ -	\$ -	\$ 59,599
100	03	0301	CITY ATTORNEY	\$ -	\$ -	\$ -	\$ -
100	04	0401	CITY CLERK	\$ -	\$ -	\$ -	\$ -
100	12	1201	FINANCE ADMIN	\$ 419	\$ -	\$ -	\$ -
100	12	1205	PURCHASING AND WAREHOUSE	\$ -	\$ -	\$ -	\$ -
100	12	1221	GENERAL REVENUE	\$ 34	\$ -	\$ -	\$ -
100	12	1231	GENERAL ACCOUNTING	\$ 2,908	\$ 2,712	\$ 943	\$ -
100	14	1401	HUMAN RESOURCES	\$ -	\$ -	\$ -	\$ -
100	50	5028	FACILITY MAINTENANCE	\$ -	\$ -	\$ -	\$ -
<b>Proposed Costs</b>				<b>\$ 3,361</b>	<b>\$ 2,712</b>	<b>\$ 943</b>	<b>\$ 59,599</b>

**SUMMARY OF RESULTING OVERHEAD ALLOCATIONS**

FUND	DEPT	DIV	NAME	Subtotal	Direct Billed	Unallocated	Total
100	01	0101	CITY COUNCIL	\$ 294,261	\$ -	\$ 293,229	\$ 587,490
100	02	0201	CITY MANAGER	\$ 1,156,353	\$ -	\$ 457,094	\$ 1,613,447
100	03	0301	CITY ATTORNEY	\$ 443,804	\$ -	\$ 982,318	\$ 1,426,122
100	04	0401	CITY CLERK	\$ 1,312,173	\$ -	\$ 354,299	\$ 1,666,472
100	12	1201	FINANCE ADMIN	\$ 976,433	\$ -	\$ -	\$ 976,433
100	12	1205	PURCHASING AND WAREHOUSE	\$ 1,036,619	\$ -	\$ -	\$ 1,036,619
100	12	1221	GENERAL REVENUE	\$ 643,226	\$ -	\$ 254,867	\$ 898,093
100	12	1231	GENERAL ACCOUNTING	\$ 1,573,975	\$ -	\$ -	\$ 1,573,975
100	14	1401	HUMAN RESOURCES	\$ 2,498,337	\$ -	\$ -	\$ 2,498,337
100	50	5028	FACILITY MAINTENANCE	\$ 1,381,814	\$ -	\$ -	\$ 1,381,814
<b>Proposed Costs</b>				<b>\$ 11,316,997</b>	<b>\$ -</b>	<b>\$ 2,341,807</b>	<b>\$ 13,658,803</b>



## SUMMARY OF FUNCTIONS AND ALLOCATION BASES

The Summary of Functions and Allocation Bases provided on the following pages shows a recap of the allocation methodology applied to each Central Service department. For example, if the Building Maintenance function of the Facilities Management Department allocates by square footage, then the basis for the allocation of that function shown on this schedule would be square footage, and the source would potentially be blueprints of the building or square footage records.



## SUMMARY OF FUNCTIONS AND ALLOCATION BASES

CS DEPARTMENT	FUNCTION	SUPPORT %	ALLOCATION BASIS	SOURCE
<b>100-1-0101 CITY COUNCIL</b>				
	Legislative Support	60%	# of Agenda Items	Agenda Report
	Community Support	40%	Not Allocated	
<b>100-2-0201 CITY MANAGER</b>				
	Council Support	25%	Direct to Council	
	Legislative Support	13%	# of Agenda Items	Agenda Report
	Employee Support	6%	# of FTE	Personnel Log
	Budget Support	6%	Budgeted Expenditures	Budgeted Expenditures
	Communications	33%	Equal to All	
	Economic Development	12%	Not Allocated	
	Film Permits	6%	Not Allocated	
<b>100-3-0301 CITY ATTORNEY</b>				
	Legal Support	45%	Actual Legal Hours	Legal Hours Log
	Prosecution	10%	Not allocated	
	Litigation	45%	Not allocated	
<b>100-4-0401 CITY CLERK</b>				
	City Council Support	31%	# of Council Agenda Items	City Council Agenda Report
	Boards, Committees, and Commissions	15%	# of Boards, Committees, and Commissions	BCC - Dept Support Chart
	Records Management	14%	Equal to All	
	Public Records Requests	13%	# of Public Records Requests	PRR by Department and PRR Details
	Campaign Disclosures / FPPC Filings	2%	# of Filings	FPPC Filings
	Subpoenas, Claims, and Summons	7%	Direct to Fire and Community Development	
	Elections	7%	Not allocated	
	Passports	11%	Not allocated	
<b>100-12-1201 FINANCE ADMIN</b>				
	Department Administration	47%	# of FTE per Finance Divisions	Personnel Log
	Investment Management	3%	Value of investments	Investment Report
	Budget Development / Management	50%	Budgeted Expenditures	Budgeted Expenditures



## SUMMARY OF FUNCTIONS AND ALLOCATION BASES

CS DEPARTMENT	FUNCTION	SUPPORT %	ALLOCATION BASIS	SOURCE
<b>100-12-1205 PURCHASING AND WAREHOUSE</b>				
	Formal Procurement	34%	# of RFPs and Bids	RFPs and Bids Report
	CalCards	2%	# of CalCards	CalCards Report
	Procurement Lifecycle Management	6%	# of Change Orders / Amendments	Change Orders, Amendments Report
	Warehouse	14%	# of Warehouse Requisitions Processed	Warehouse Requisitions Processed Report
	Surplus	14%	\$ Value of Assets Surplused	Surplus Log
	UPS Deliveries	14%	# of UPS Requests	UPS Requests Report
	Mail	14%	Minutes per Mail Route	Warehouse Services Daily Mail Delivery Route
<b>100-12-1221 GENERAL REVENUE</b>				
	Revenue Support	36%	# of ARs	Transaction Report
	Cash Receipts	36%	# of Cashiering Transactions	Transaction Report
	Business Licenses	27%	Not allocated	
<b>100-12-1231 GENERAL ACCOUNTING</b>				
	Accounts Payable	15%	# of AP Transactions	Transaction Report
	CalCards	6%	# of CalCard Transactions	CalCards Report
	GL Management	18%	# of Journal Entries	Journal Entries Log
	Financial Reporting	23%	Budgeted Expenditures	Budgeted Expenditures
	Payroll Support	39%	FTE weighted by # of Paycodes	Personnel Log
<b>100-14-1401 HUMAN RESOURCES</b>				
	Employee Support	100%	# of FTE	Personnel Log
<b>100-50-5028 FACILITY MAINTENANCE</b>				
	Maintenance	72%	# of Work Orders	Facility Maintenance Report
	Custodial	28%	Sq. Ft. Occupied	Building Listing

## CENTRAL SERVICE DEPARTMENTS (PROVIDERS)

The following page provides a list of all the departments included as Central Services, including their fund, department, and/or division number, along with expenditure totals per department, a subtotal of disallowed costs and cost adjustments, and a total of all expenditures allocated through the plan.

**CENTRAL SERVICES DEPARTMENTS (PROVIDERS)**

FUND	DEPT	DIV	NAME	Functional Expenditures	Disallowed Costs	Cost Adjustments	TOTAL \$
100	1	0101	CITY COUNCIL	\$ 82,601	\$ -	\$ -	\$ 82,601
100	2	0201	CITY MANAGER	\$ 2,304,542	\$ -	\$ -	\$ 2,304,542
100	3	0301	CITY ATTORNEY	\$ 1,654,675	\$ -	\$ -	\$ 1,654,675
100	4	0401	CITY CLERK	\$ 1,451,335	\$ -	\$ -	\$ 1,451,335
100	12	1201	FINANCE ADMIN	\$ 1,681,264	\$ -	\$ -	\$ 1,681,264
100	12	1205	PURCHASING AND WAREHOUSE	\$ 762,172	\$ -	\$ -	\$ 762,172
100	12	1221	GENERAL REVENUE	\$ 639,523	\$ -	\$ -	\$ 639,523
100	12	1231	GENERAL ACCOUNTING	\$ 1,255,838	\$ -	\$ -	\$ 1,255,838
100	14	1401	HUMAN RESOURCES	\$ 2,393,811	\$ -	\$ -	\$ 2,393,811
100	50	5028	FACILITY MAINTENANCE	\$ 1,713,042	\$ (280,000)	\$ -	\$ 1,433,042

**TOTAL ALLOCATED EXPENDITURES**

\$ 13,658,803



## GRANTEE DEPARTMENTS (RECEIVERS)

The following page provides a list of all the departments included as Receiving departments, including their fund, department, and/or division number.

## GRANTEE DEPARTMENTS (RECEIVERS)

FUND	DEPT	DIV	NAME
100	00	0000	NON DEPARTMENTAL
100	02	0218	ECONOMIC DEVELOPMENT
100	05	0501	CITY TREASURER
100	20	2001	LIBRARY ADMINISTRATION
100	20	2004	TECHNOLOGY & SUPPORT SERVICES
100	20	2014	LENDING SERVICES
100	20	2016	ADULT & BRANCH SERVICES
100	20	2017	CHILDREN & TEEN SERVICES
100	30	3001	OFFICE OF THE FIRE CHIEF
100	30	3011	FIRE ADMINISTRATION
100	30	3012	FIRE PREVENTION
100	30	3015	EMT PROGRAM
100	30	3021	FIRE SUPPRESSION
100	30	3022	PARAMEDICS
100	30	3023	FIRE TRAINING
100	30	3024	Strike Team
100	40	4001	OFFICE OF THE POLICE CHIEF
100	40	4011	POLICE ADMINISTRATION
100	40	4012	DISPATCH
100	40	4013	RECORDS
100	40	4021	PATROL
100	40	4031	DETECTIVES
100	40	4032	GANGS
100	40	4033	NARCOTICS
100	40	4034	LAB/PROPERTY
100	40	4041	TRAFFIC SERVICES
100	40	4081	HOMELAND SECURITY
100	50	5001	GENERAL ADMINISTRATION AND SUPPORT
100	50	5011	ENGINEERING
100	50	5012	DEVELOPMENT SERVICES
100	50	5013	BUILDING & SAFETY
100	50	5021	STREET MAINTENANCE SERVICES
100	50	5022	REFUSE & SANITATION SERVICES
100	50	5025	TREE MAINTENANCE
100	50	5031	TRANSPORTATION PLANNING
100	50	5032	TRAFFIC OPERATIONS
100	50	5073	ROADWAY MAINTENANCE
100	50	5074	TRANSPORTATION SERVICES
100	50	5095	Reimbursable
100	60	6001	PLANNING & DEVELOPMENT ADMINISTRATION
100	60	6011	ADVANCE PLANNING
100	60	6021	CURRENT PLANNING
100	60	6031	BUILDING INSPECTION
100	60	6032	CODE ENFORCEMENT
100	60	6034	PERMIT SERVICES

## GRANTEE DEPARTMENTS (RECEIVERS)

FUND	DEPT	DIV	NAME
100	70	7001	COMMUNITY SERVICES ADMINISTRATION
100	70	7011	LEISURE SERVICES
100	70	7014	RECREATION - ATHLETICS
100	70	7015	SPECIAL EVENTS
100	70	7022	ENVIRONMENTAL SERVICES
100	70	7041	SENIOR SERVICES
100	80	8041	WATER DISTRIBUTION
100	98	9810	RDA ADMINISTRATION & OPERATIONS
105	00		NON-DEPARTMENTAL
110	60		BUILDING RECORDS MGMT FEE
120	40		PROP 172
125	30		EMT TRANSPORT FUND
126	30		OPIOID SETTLEMENT
130	00		1% PEG Program
140	60		CASp Certification & Training Fund
150	50		OC HEADSTART (OCPT) BUILDING MAINT
220	50		SEWER
245	70		AB 2766 AIR POLLUTION REDUCTION
263	50		TRAFFIC IMPROVEMNT -MEASURE M2
270	50		GAS TAX MAINTENANCE
274	50		RMRA Road Maint Rehabilitation Account
287	50		City-Wide TSIP
291	50		SANTIAGO HLS LANDSCP MAINT 1986 & 2015
293	50		94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS
294	50		DEL RIO LANDSCAPE MAINTENANCE DISTRICT
310	60		COMMUNITY DEVELOPMENT BLOCK GRANT
312	60		SB2-BUILDING HOMES & JOBS ACT
315	60		CDBG - HOUSING REHAB/LOANS
316	60		FEDERAL RENTAL REHABILITATION
317	60		HOME
320	70		CALIFORNIA PARKLANDS
350	40		TRAFFIC SAFETY
353	40		FEDERAL POLICE GRANTS
354	40		AB3229-COPS/STATE-(SUPPL LAW ENF SERV
355	40		ASSET SEIZURE- FEDERAL
356	40		ASSET SEIZURE - STATE (85%)
357	40		ASSET SEIZURE - STATE (15%)
358	40		RNSP - FEDERAL
359	40		RNSP - TREASURY
360	40		ASSET SEIZURE - TREASURY
400	00		CITY DEBT SERVICE
500	50		CAPITAL PROJECTS
510	70		PARK ACQUISITION (INFILL)
511	70		PARK ACQUISITION & DEVELOPMENT (QUIMBY)
512	70		EL MODENA PARK FACILITY - CELL TOWER FEE



## GRANTEE DEPARTMENTS (RECEIVERS)

FUND	DEPT	DIV	NAME
520	50		SEWER CONSTRUCTION
530	50		DRAINAGE DISTRICTS
540	50		OLD TOWNE PARKING FACILITY
550	50		REIMBURSABLE CAPITAL PROJECTS
551	70		GRIJALVA PARK FUND
553	50		CITY INFRASTRUCTURE BOND
555	50		PARKING IN LIEU
560	30		FIRE FACILITY FEE DISTRICTS ALL COM 6/07
570	40		POLICE FACILITY FEES
573	70		LIBRARY FACILITY FEES
600	80		WATER
710	50		EQUIPMENT EXPENSE
720	50		EQUIPMENT REPLACEMENT
725	50		MAJOR BUILDING IMPROVEMENTS
730	03		SELF INSURANCE - WORKERS COMPENSATION
740	03		SELF INSURANCE - LIABILITY
752	14		SELF INSURANCE - DENTAL
760	00		EMPLOYEE ACCRUED LIABILITY
780	16		INFORMATION SYSTEMS FUND
790	16		COMPUTER REPLACEMENT
810	00		CASH BOND DEPOSIT
811	00		DPW Advance Payment
812	00		Building Department/Cash Bond Deposit
830	50		County Sanitation District 15
840	50		Eastern Foothill Transportation Corridor
877	12		COMMUNITY FACILITIES DISTRICT 91-2
878	12		COMM FACILITIES DISTRICT 06-1 DEL RIO
916	60		AFFORDABLE HOUSING - NEW CONSTRUCTION
920	98		REDEVELOPMENT OBLIGATION RETIREMENT FUND
921	60		LOW & MODERATE INCOME HOUSING ASSET FUND
940	98		ORANGE MERGED CAPITAL PROJECTS
951	98		City Trf: Tustin Project-Taxable Bonds
952	98		CITY TRF: NW & SW MERGED 2003 TXBL BONDS
953	98		CITY TRF: NW & SW MERGED 2003 TAX EXEMPT
954	98		CITY TRF: MERGED 2008 TAX EXEMPT BONDS
987	98		ORANGE MERGED DEBT SERVICE
998	00		GENERAL FIXED ASSETS ACC. GR.
999	00		GENERAL LONG TERM ACCT. GR.
			Other



## COST ALLOCATION PLAN

The following points highlight the information included for each Central Service department for the Cost Allocation Plan:

- **Departmental narrative:** This describes the overall services provided by each Central Service department, the different functions associated with the department, and the allocation bases used to allocate costs to Receiving departments.
- **Costs to be allocated:** This details the total functional cost associated with a department as well as any cost adjustments and incoming costs from other Central Service departments.
- **Departmental expense detail:** This provides a detailed breakout of the expenditures associated with each Central Service department (including personnel and non-personnel expenses), any cost adjustments, disallowed costs, incoming costs, and any unallocated costs.
- **Allocation detail:** This details the allocation metric(s) used to determine the percentage of support and ultimate cost allocated to Receiving departments and accounts for any direct bills for services paid for by departments to the Central Service department.
- **Allocation summary:** This summarizes the total costs allocated to departments by Central Service functional areas.

The following pages provide the detailed information outlined above for each Central Service department.

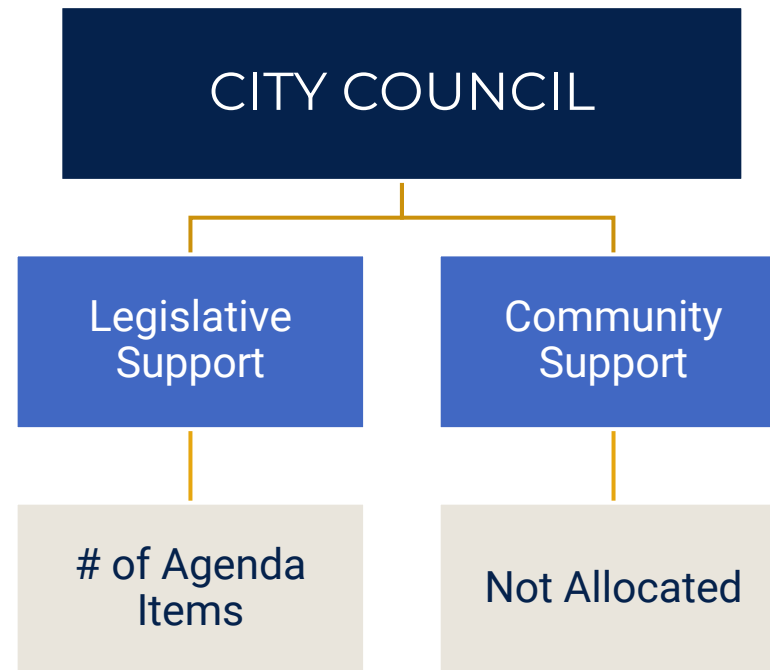


## 1 CITY COUNCIL

The City Council Office is responsible for overseeing legislative processes and providing policy direction to City departments and staff. The Office also manages intergovernmental affairs for the City. City Council costs are allocated to Receiving Departments as follows:

- **Legislative Support** – represents the costs associated with facilitating legislative processes and activities. These costs have been allocated based on number of agenda items per department.
- **Community Support** – represents the costs associated with providing services and resources to constituents. These costs have not been allocated as this function is in service of the overall community.

The chart on the following page illustrates the functions and measures used to allocate City Council costs. The top tier shows the Central Service department, the second tier shows the functions developed, and the third tier shows measures used to allocate costs citywide. The pages following the chart provide an aggregate picture of the department's expenses, a function-by-function breakdown of expenses, each function's allocation, and an allocation summary.



**COSTS TO BE ALLOCATED**

100-01-0101 CITY COUNCIL	First Allocation	Second Allocation	Total
Departmental Expenditures	\$ 82,601		\$ 82,601
<b>Total Deductions</b>	<b>\$ -</b>		<b>\$ -</b>
<b>Incoming Costs</b>			
100-02-0201 CITY MANAGER		\$ 613,326	\$ 613,326
100-04-0401 CITY CLERK		\$ 12,100	\$ 12,100
100-12-1201 FINANCE ADMIN		\$ 281	\$ 281
100-12-1221 GENERAL REVENUE		\$ 32	\$ 32
100-12-1231 GENERAL ACCOUNTING		\$ 747	\$ 747
100-14-1401 HUMAN RESOURCES		\$ 23,985	\$ 23,985
<b>Total Incoming Costs</b>	<b>\$ -</b>	<b>\$ 650,471</b>	<b>\$ 650,471</b>
<b>Total Cost Adjustments</b>	<b>\$ -</b>		<b>\$ -</b>
<b>Total Costs to be Allocated</b>	<b>\$ 82,601</b>	<b>\$ 650,471</b>	<b>\$ 733,072</b>

## 100-01-0101 CITY COUNCIL

## EXPENSE DETAIL

Expense Type	Expense (\$)	Legislative Support	Community Support
<b>Personnel</b>			
Salary and Benefits	\$ 67,925	\$ 40,755	\$ 27,170
<b>Subtotal Personnel Cost</b>	<b>\$ 67,925</b>	<b>\$ 40,755</b>	<b>\$ 27,170</b>
<b>Operating Services &amp; Supplies</b>			
Materials and Supplies	\$ 8,000	\$ 4,800	\$ 3,200
<b>Subtotal Operating Cost</b>	<b>\$ 14,676</b>	<b>\$ 8,806</b>	<b>\$ 5,870</b>
<b>DEPARTMENTAL EXPENDITURES</b>	<b>\$ 82,601</b>	<b>\$ 49,561</b>	<b>\$ 33,040</b>
<b>Disallowed Costs</b>			
<b>Subtotal Disallowed Costs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Cost Adjustments</b>			
<b>Subtotal Cost Adjustments</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>FUNCTIONAL COST</b>	<b>\$ 82,601</b>	<b>\$ 49,561</b>	<b>\$ 33,040</b>
<b>First Allocation</b>			
Incoming - All Others	\$ -	\$ -	\$ -
Reallocate Admin Costs	\$ -	\$ -	\$ -
Unallocated Costs	\$ (33,040)	\$ -	\$ (33,040)
<b>Subtotal of First Allocation</b>	<b>\$ 49,561</b>	<b>\$ 49,561</b>	<b>\$ -</b>
<b>Second Allocation</b>			
Incoming - All Others	\$ 650,471	\$ 390,282	\$ 260,188
Reallocate Admin Costs	\$ -	\$ -	\$ -
Unallocated Costs	\$ (260,188)	\$ -	\$ (260,188)
<b>Subtotal of Second Allocation</b>	<b>\$ 390,282</b>	<b>\$ 390,282</b>	<b>\$ -</b>
<b>TOTAL ALLOCATED</b>	<b>\$ 439,843</b>	<b>\$ 439,843</b>	<b>\$ -</b>

## 100-01-0101 CITY COUNCIL

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>Legislative Support</b>							
100-02-0201 CITY MANAGER	12.00	3.380%	\$ 1,675		\$ 1,675	\$ 13,193	\$ 14,868
100-03-0301 CITY ATTORNEY	2.00	0.563%	\$ 279		\$ 279	\$ 2,199	\$ 2,478
100-04-0401 CITY CLERK	61.00	17.183%	\$ 8,516		\$ 8,516	\$ 67,063	\$ 75,579
100-12-1201 FINANCE ADMIN	24.00	6.761%	\$ 3,351		\$ 3,351	\$ 26,385	\$ 29,736
100-12-1231 GENERAL ACCOUNTING	2.00	0.563%	\$ 279		\$ 279	\$ 2,199	\$ 2,478
100-14-1401 HUMAN RESOURCES	12.00	3.380%	\$ 1,675		\$ 1,675	\$ 13,193	\$ 14,868
100-50-5028 FACILITY MAINTENANCE	4.50	1.268%	\$ 628		\$ 628	\$ 4,947	\$ 5,575
100-02-0218 ECONOMIC DEVELOPMENT	3.00	0.845%	\$ 419		\$ 419	\$ 3,298	\$ 3,717
100-20-2001 LIBRARY ADMINISTRATION	7.00	1.972%	\$ 977		\$ 977	\$ 7,696	\$ 8,673
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	2.00	0.563%	\$ 279		\$ 279	\$ 2,199	\$ 2,478
100-20-2016 ADULT & BRANCH SERVICES	1.00	0.282%	\$ 140		\$ 140	\$ 1,099	\$ 1,239
100-30-3001 OFFICE OF THE FIRE CHIEF	1.83	0.516%	\$ 256		\$ 256	\$ 2,016	\$ 2,271
100-30-3011 FIRE ADMINISTRATION	3.00	0.845%	\$ 419		\$ 419	\$ 3,298	\$ 3,717
100-30-3021 FIRE SUPPRESSION	2.00	0.563%	\$ 279		\$ 279	\$ 2,199	\$ 2,478
100-30-3023 FIRE TRAINING	1.00	0.282%	\$ 140		\$ 140	\$ 1,099	\$ 1,239
100-30-3024 Strike Team	2.00	0.563%	\$ 279		\$ 279	\$ 2,199	\$ 2,478
100-40-4001 OFFICE OF THE POLICE CHIEF	0.33	0.094%	\$ 47		\$ 47	\$ 366	\$ 413
100-40-4011 POLICE ADMINISTRATION	11.00	3.099%	\$ 1,536		\$ 1,536	\$ 12,093	\$ 13,629
100-40-4021 PATROL	1.00	0.282%	\$ 140		\$ 140	\$ 1,099	\$ 1,239
100-40-4031 DETECTIVES	2.00	0.563%	\$ 279		\$ 279	\$ 2,199	\$ 2,478
100-40-4033 NARCOTICS	2.00	0.563%	\$ 279		\$ 279	\$ 2,199	\$ 2,478
100-40-4034 LAB/PROPERTY	1.00	0.282%	\$ 140		\$ 140	\$ 1,099	\$ 1,239
100-40-4041 TRAFFIC SERVICES	2.00	0.563%	\$ 279		\$ 279	\$ 2,199	\$ 2,478
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	36.00	10.141%	\$ 5,026		\$ 5,026	\$ 39,578	\$ 44,604
100-50-5021 STREET MAINTENANCE SERVICES	1.00	0.282%	\$ 140		\$ 140	\$ 1,099	\$ 1,239
100-50-5025 TREE MAINTENANCE	1.50	0.423%	\$ 209		\$ 209	\$ 1,649	\$ 1,858
100-50-5032 TRAFFIC OPERATIONS	4.00	1.127%	\$ 558		\$ 558	\$ 4,398	\$ 4,956
100-50-5074 TRANSPORTATION SERVICES	1.00	0.282%	\$ 140		\$ 140	\$ 1,099	\$ 1,239
100-50-5095 Reimbursable	1.00	0.282%	\$ 140		\$ 140	\$ 1,099	\$ 1,239
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	8.75	2.465%	\$ 1,222		\$ 1,222	\$ 9,620	\$ 10,841
100-60-6021 CURRENT PLANNING	1.00	0.282%	\$ 140		\$ 140	\$ 1,099	\$ 1,239
100-60-6031 BUILDING INSPECTION	1.00	0.282%	\$ 140		\$ 140	\$ 1,099	\$ 1,239
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	9.00	2.535%	\$ 1,256		\$ 1,256	\$ 9,894	\$ 11,151
100-70-7011 LEISURE SERVICES	1.50	0.423%	\$ 209		\$ 209	\$ 1,649	\$ 1,858
100-70-7015 SPECIAL EVENTS	2.00	0.563%	\$ 279		\$ 279	\$ 2,199	\$ 2,478

## 100-01-0101 CITY COUNCIL

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
100-70-7022 ENVIRONMENTAL SERVICES	6.00	1.690%	\$ 838		\$ 838	\$ 6,596	\$ 7,434
125-30- EMT TRANSPORT FUND	5.83	1.643%	\$ 814		\$ 814	\$ 6,413	\$ 7,227
130-00- 1% PEG Program	1.50	0.423%	\$ 209		\$ 209	\$ 1,649	\$ 1,858
150-50- OC HEADSTART (OCPT) BUILDING MAINT	1.00	0.282%	\$ 140		\$ 140	\$ 1,099	\$ 1,239
220-50- SEWER	11.00	3.099%	\$ 1,536		\$ 1,536	\$ 12,093	\$ 13,629
263-50- TRAFFIC IMPROVEMNT -MEASURE M2	6.50	1.831%	\$ 907		\$ 907	\$ 7,146	\$ 8,053
274-50- RMRA Road Maint Rehabilitation Account	10.00	2.817%	\$ 1,396		\$ 1,396	\$ 10,994	\$ 12,390
287-50- City-Wide TSIP	1.00	0.282%	\$ 140		\$ 140	\$ 1,099	\$ 1,239
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	2.00	0.563%	\$ 279		\$ 279	\$ 2,199	\$ 2,478
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	1.00	0.282%	\$ 140		\$ 140	\$ 1,099	\$ 1,239
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	7.75	2.183%	\$ 1,082		\$ 1,082	\$ 8,520	\$ 9,602
312-60- SB2-BUILDING HOMES & JOBS ACT	1.00	0.282%	\$ 140		\$ 140	\$ 1,099	\$ 1,239
317-60- HOME	2.75	0.775%	\$ 384		\$ 384	\$ 3,023	\$ 3,407
353-40- FEDERAL POLICE GRANTS	1.00	0.282%	\$ 140		\$ 140	\$ 1,099	\$ 1,239
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERV	0.33	0.094%	\$ 47		\$ 47	\$ 366	\$ 413
500-50- CAPITAL PROJECTS	9.50	2.676%	\$ 1,326		\$ 1,326	\$ 10,444	\$ 11,770
510-70- PARK ACQUISITION (INFILL)	10.00	2.817%	\$ 1,396		\$ 1,396	\$ 10,994	\$ 12,390
512-70- EL MODENA PARK FACILITY - CELL TOWER FEE	1.00	0.282%	\$ 140		\$ 140	\$ 1,099	\$ 1,239
550-50- REIMBURSABLE CAPITAL PROJECTS	2.00	0.563%	\$ 279		\$ 279	\$ 2,199	\$ 2,478
551-70- GRIJALVA PARK FUND	0.50	0.141%	\$ 70		\$ 70	\$ 550	\$ 619
560-30- FIRE FACILITY FEE DISTRICTS ALL COM 6/07	1.33	0.376%	\$ 186		\$ 186	\$ 1,466	\$ 1,652
570-40- POLICE FACILITY FEES	0.33	0.094%	\$ 47		\$ 47	\$ 366	\$ 413
600-80- WATER	16.00	4.507%	\$ 2,234		\$ 2,234	\$ 17,590	\$ 19,824
710-50- EQUIPMENT EXPENSE	1.00	0.282%	\$ 140		\$ 140	\$ 1,099	\$ 1,239
720-50- EQUIPMENT REPLACEMENT	5.50	1.549%	\$ 768		\$ 768	\$ 6,047	\$ 6,814
740-03- SELF INSURANCE - LIABILITY	10.00	2.817%	\$ 1,396		\$ 1,396	\$ 10,994	\$ 12,390
780-16- INFORMATION SYSTEMS FUND	5.50	1.549%	\$ 768		\$ 768	\$ 6,047	\$ 6,814
790-16- COMPUTER REPLACEMENT	5.00	1.408%	\$ 698		\$ 698	\$ 5,497	\$ 6,195
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	1.25	0.352%	\$ 175		\$ 175	\$ 1,374	\$ 1,549
<b>Total</b>	<b>355.00</b>	<b>100.000%</b>	<b>\$ 49,561</b>	<b>\$ -</b>	<b>\$ 49,561</b>	<b>\$ 390,282</b>	<b>\$ 439,843</b>

Allocation Basis:

# of Agenda Items

Source of Allocation:

Agenda Report



## ALLOCATION SUMMARY

100-01-0101 CITY COUNCIL	Legislative Support	Total
100-02-0201 CITY MANAGER	\$ 14,868	\$ 14,868
100-03-0301 CITY ATTORNEY	\$ 2,478	\$ 2,478
100-04-0401 CITY CLERK	\$ 75,579	\$ 75,579
100-12-1201 FINANCE ADMIN	\$ 29,736	\$ 29,736
100-12-1231 GENERAL ACCOUNTING	\$ 2,478	\$ 2,478
100-14-1401 HUMAN RESOURCES	\$ 14,868	\$ 14,868
100-50-5028 FACILITY MAINTENANCE	\$ 5,575	\$ 5,575
100-02-0218 ECONOMIC DEVELOPMENT	\$ 3,717	\$ 3,717
100-20-2001 LIBRARY ADMINISTRATION	\$ 8,673	\$ 8,673
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	\$ 2,478	\$ 2,478
100-20-2016 ADULT & BRANCH SERVICES	\$ 1,239	\$ 1,239
100-30-3001 OFFICE OF THE FIRE CHIEF	\$ 2,271	\$ 2,271
100-30-3011 FIRE ADMINISTRATION	\$ 3,717	\$ 3,717
100-30-3021 FIRE SUPPRESSION	\$ 2,478	\$ 2,478
100-30-3023 FIRE TRAINING	\$ 1,239	\$ 1,239
100-30-3024 Strike Team	\$ 2,478	\$ 2,478
100-40-4001 OFFICE OF THE POLICE CHIEF	\$ 413	\$ 413
100-40-4011 POLICE ADMINISTRATION	\$ 13,629	\$ 13,629
100-40-4021 PATROL	\$ 1,239	\$ 1,239
100-40-4031 DETECTIVES	\$ 2,478	\$ 2,478
100-40-4033 NARCOTICS	\$ 2,478	\$ 2,478
100-40-4034 LAB/PROPERTY	\$ 1,239	\$ 1,239
100-40-4041 TRAFFIC SERVICES	\$ 2,478	\$ 2,478
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	\$ 44,604	\$ 44,604
100-50-5021 STREET MAINTENANCE SERVICES	\$ 1,239	\$ 1,239
100-50-5025 TREE MAINTENANCE	\$ 1,858	\$ 1,858
100-50-5032 TRAFFIC OPERATIONS	\$ 4,956	\$ 4,956
100-50-5074 TRANSPORTATION SERVICES	\$ 1,239	\$ 1,239
100-50-5095 Reimbursable	\$ 1,239	\$ 1,239
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	\$ 10,841	\$ 10,841
100-60-6021 CURRENT PLANNING	\$ 1,239	\$ 1,239
100-60-6031 BUILDING INSPECTION	\$ 1,239	\$ 1,239
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	\$ 11,151	\$ 11,151

## ALLOCATION SUMMARY

100-01-0101 CITY COUNCIL	Legislative Support	Total
100-70-7011 LEISURE SERVICES	\$ 1,858	\$ 1,858
100-70-7015 SPECIAL EVENTS	\$ 2,478	\$ 2,478
100-70-7022 ENVIRONMENTAL SERVICES	\$ 7,434	\$ 7,434
125-30- EMT TRANSPORT FUND	\$ 7,227	\$ 7,227
130-00- 1% PEG Program	\$ 1,858	\$ 1,858
150-50- OC HEADSTART (OCPT) BUILDING MAINT	\$ 1,239	\$ 1,239
220-50- SEWER	\$ 13,629	\$ 13,629
263-50- TRAFFIC IMPROVEMNT -MEASURE M2	\$ 8,053	\$ 8,053
274-50- RMRA Road Maint Rehabilitation Account	\$ 12,390	\$ 12,390
287-50- City-Wide TSIP	\$ 1,239	\$ 1,239
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	\$ 2,478	\$ 2,478
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	\$ 1,239	\$ 1,239
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	\$ 9,602	\$ 9,602
312-60- SB2-BUILDING HOMES & JOBS ACT	\$ 1,239	\$ 1,239
317-60- HOME	\$ 3,407	\$ 3,407
353-40- FEDERAL POLICE GRANTS	\$ 1,239	\$ 1,239
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERV	\$ 413	\$ 413
500-50- CAPITAL PROJECTS	\$ 11,770	\$ 11,770
510-70- PARK ACQUISITION (INFILL)	\$ 12,390	\$ 12,390
512-70- EL MODENA PARK FACILITY - CELL TOWER FEE	\$ 1,239	\$ 1,239
550-50- REIMBURSABLE CAPITAL PROJECTS	\$ 2,478	\$ 2,478
551-70- GRIJALVA PARK FUND	\$ 619	\$ 619
560-30- FIRE FACILITY FEE DISTRICTS ALL COM 6/07	\$ 1,652	\$ 1,652
570-40- POLICE FACILITY FEES	\$ 413	\$ 413
600-80- WATER	\$ 19,824	\$ 19,824
710-50- EQUIPMENT EXPENSE	\$ 1,239	\$ 1,239
720-50- EQUIPMENT REPLACEMENT	\$ 6,814	\$ 6,814
740-03- SELF INSURANCE - LIABILITY	\$ 12,390	\$ 12,390
780-16- INFORMATION SYSTEMS FUND	\$ 6,814	\$ 6,814
790-16- COMPUTER REPLACEMENT	\$ 6,195	\$ 6,195
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	\$ 1,549	\$ 1,549
<b>Total</b>	<b>\$ 439,843</b>	<b>\$ 439,843</b>



## 2 CITY MANAGER

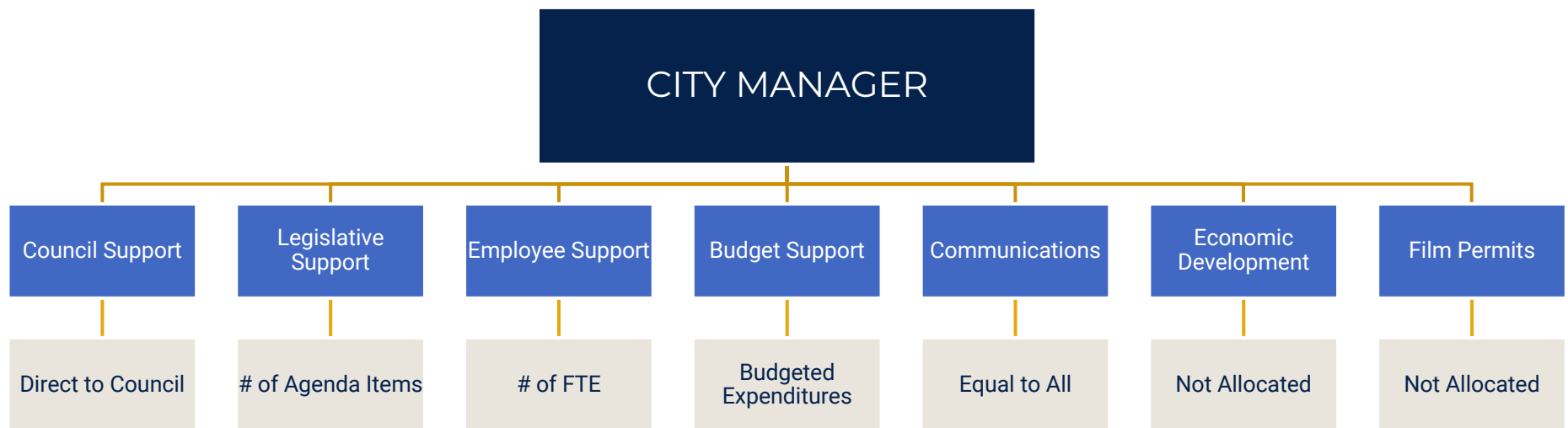
The City Manager's Office is responsible for overseeing City Council policy implementation and providing oversight to City departments and staff. The Office also manages communications and economic development for the City. City Manager costs are allocated to Receiving Departments as follows:

- **Council Support** – represents the costs associated with supporting the operations and activities of the City Council. These costs have been allocated directly to City Council.
- **Legislative Support** – represents the costs associated with facilitating legislative processes and activities. These costs are allocated based on based on number of agenda items per department.<sup>1</sup>
- **Employee Support** – represents the costs associated with providing resources and assistance to employees. These costs have been allocated based on the number of full-time equivalents (FTEs) per division.
- **Budget Support** – represents the costs associated with aiding in budget development and management. These costs are allocated based on budgeted expenditures per department.
- **Communications** – represents the costs associated with managing internal and external communications on behalf of other departments. These costs are allocated equally to all departments.
- **Economic Development** – represents the costs associated with promoting economic growth and stability in the community. These costs have not been allocated as this function is externally focused.
- **Film Permits** – represents the costs associated with issuing and managing film permits. These costs have not been allocated as this function is in service of the community.

The chart on the following page illustrates the functions and measures used to allocate City Manager's costs. The top tier shows the Central Service department, the second tier shows the functions developed, and the third tier shows measures used to allocate costs citywide. The pages following the chart provide an aggregate picture of the department's expenses, a function-by-function breakdown of expenses, each function's allocation, and an allocation summary.

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<sup>1</sup> Due to the increased effort involved in processing agenda items related to Community Development, that department's agenda items were weighted by two (2).



**COSTS TO BE ALLOCATED**

<b>100-02-0201 CITY MANAGER</b>	<b>First Allocation</b>	<b>Second Allocation</b>	<b>Total</b>
<b>Departmental Expenditures</b>	\$ 2,304,542		\$ 2,304,542
<b>Total Deductions</b>	\$ -		\$ -
<b>Incoming Costs</b>			
100-01-0101 CITY COUNCIL	\$ 1,675	\$ 13,193	\$ 14,868
100-02-0201 CITY MANAGER		\$ 31,834	\$ 31,834
100-03-0301 CITY ATTORNEY		\$ 66,262	\$ 66,262
100-04-0401 CITY CLERK		\$ 34,941	\$ 34,941
100-12-1201 FINANCE ADMIN		\$ 7,318	\$ 7,318
100-12-1205 PURCHASING AND WAREHOUSE		\$ 2,382	\$ 2,382
100-12-1221 GENERAL REVENUE		\$ 389	\$ 389
100-12-1231 GENERAL ACCOUNTING		\$ 13,924	\$ 13,924
100-14-1401 HUMAN RESOURCES		\$ 28,525	\$ 28,525
100-50-5028 FACILITY MAINTENANCE		\$ 41,684	\$ 41,684
<b>Total Incoming Costs</b>	\$ 1,675	\$ 240,450	\$ 242,126
<b>Total Cost Adjustments</b>	\$ -		\$ -
<b>Total Costs to be Allocated</b>	\$ 2,306,217	\$ 240,450	\$ 2,546,668

## 100-02-0201 CITY MANAGER

## EXPENSE DETAIL

Expense Type	Expense (\$)
<b>Personnel</b>	
Salary and Benefits	\$ 1,883,718
<b>Subtotal Personnel Cost</b>	<b>\$ 1,883,718</b>
<b>Operating Services &amp; Supplies</b>	
Contractual Services	\$ 236,599
Materials and Supplies	\$ 32,400
Internal Service Costs	\$ 151,825
<b>Subtotal Operating Cost</b>	<b>\$ 420,824</b>
<b>DEPARTMENTAL EXPENDITURES</b>	<b>\$ 2,304,542</b>

<b>Disallowed Costs</b>	
<b>Subtotal Disallowed Costs</b>	<b>\$ -</b>
<b>Cost Adjustments</b>	
<b>Subtotal Cost Adjustments</b>	<b>\$ -</b>
<b>FUNCTIONAL COST</b>	<b>\$ 2,304,542</b>

<b>First Allocation</b>	
Incoming - All Others	\$ 1,675
Reallocate Admin Costs	\$ (0)
Unallocated Costs	\$ (413,936)
<b>Subtotal of First Allocation</b>	<b>\$ 1,892,281</b>

<b>Second Allocation</b>	
Incoming - All Others	\$ 240,450
Reallocate Admin Costs	\$ 0
Unallocated Costs	\$ (43,158)
<b>Subtotal of Second Allocation</b>	<b>\$ 197,293</b>

<b>TOTAL ALLOCATED</b>	<b>\$ 2,089,573</b>
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General Admin	Council Support	Legislative Support	Employee Support	Budget Support	Communications	Economic Development	Film Permits
\$ 470,930	\$ 350,178	\$ 177,102	\$ 80,501	\$ 80,501	\$ 470,930	\$ 169,052	\$ 84,526
\$ 470,930	\$ 350,178	\$ 177,102	\$ 80,501	\$ 80,501	\$ 470,930	\$ 169,052	\$ 84,526
\$ 59,150	\$ 43,983	\$ 22,244	\$ 10,111	\$ 10,111	\$ 59,150	\$ 21,233	\$ 10,617
\$ 8,100	\$ 6,023	\$ 3,046	\$ 1,385	\$ 1,385	\$ 8,100	\$ 2,908	\$ 1,454
\$ 37,956	\$ 28,224	\$ 14,274	\$ 6,488	\$ 6,488	\$ 37,956	\$ 13,625	\$ 6,813
\$ 105,206	\$ 78,230	\$ 39,565	\$ 17,984	\$ 17,984	\$ 105,206	\$ 37,766	\$ 18,883
\$ 576,136	\$ 428,408	\$ 216,666	\$ 98,485	\$ 98,485	\$ 576,136	\$ 206,818	\$ 103,409
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
\$ 576,136	\$ 428,408	\$ 216,666	\$ 98,485	\$ 98,485	\$ 576,136	\$ 206,818	\$ 103,409
\$ 419	\$ 311	\$ 158	\$ 72	\$ 72	\$ 419	\$ 150	\$ 75
\$ (576,554)	\$ 142,907	\$ 72,275	\$ 32,852	\$ 32,852	\$ 192,185	\$ 68,989	\$ 34,495
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (275,958)	\$ (137,979)
	\$ 571,627	\$ 289,098	\$ 131,408	\$ 131,408	\$ 768,739	\$ -	\$ -
				\$ -	\$ -	\$ -	\$ -
\$ 60,113	\$ 44,699	\$ 22,606	\$ 10,276	\$ 10,276	\$ 60,113	\$ 21,579	\$ 10,789
\$ (60,113)	\$ 14,900	\$ 7,535	\$ 3,425	\$ 3,425	\$ 20,038	\$ 7,193	\$ 3,596
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (28,772)	\$ (14,386)
	\$ 59,599	\$ 30,142	\$ 13,701	\$ 13,701	\$ 80,150	\$ -	\$ -
	\$ 631,225	\$ 319,240	\$ 145,109	\$ 145,109	\$ 848,889	\$ -	\$ -

100-02-0201 CITY MANAGER		ALLOCATION DETAIL					
	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Council Support							
100-01-0101 CITY COUNCIL	100.00	100.000%	\$ 571,626		\$ 571,626		\$ 571,626
Total	100.00	100.000%	\$ 571,627	\$ -	\$ 571,627	\$ 59,599	\$ 631,225
Allocation Basis:	Direct to Council						

## 100-02-0201 CITY MANAGER

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>Legislative Support</b>							
100-02-0201 CITY MANAGER	12.00	3.170%	\$ 9,166		\$ 9,166		\$ 9,166
100-03-0301 CITY ATTORNEY	2.00	0.528%	\$ 1,528		\$ 1,528	\$ 164	\$ 1,692
100-04-0401 CITY CLERK	61.00	16.116%	\$ 46,592		\$ 46,592	\$ 5,017	\$ 51,609
100-12-1201 FINANCE ADMIN	24.00	6.341%	\$ 18,331		\$ 18,331	\$ 1,974	\$ 20,305
100-12-1231 GENERAL ACCOUNTING	2.00	0.528%	\$ 1,528		\$ 1,528	\$ 164	\$ 1,692
100-14-1401 HUMAN RESOURCES	12.00	3.170%	\$ 9,166		\$ 9,166	\$ 987	\$ 10,153
100-50-5028 FACILITY MAINTENANCE	4.50	1.189%	\$ 3,437		\$ 3,437	\$ 370	\$ 3,807
100-02-0218 ECONOMIC DEVELOPMENT	3.00	0.793%	\$ 2,291		\$ 2,291	\$ 247	\$ 2,538
100-20-2001 LIBRARY ADMINISTRATION	7.00	1.849%	\$ 5,347		\$ 5,347	\$ 576	\$ 5,922
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	2.00	0.528%	\$ 1,528		\$ 1,528	\$ 164	\$ 1,692
100-20-2016 ADULT & BRANCH SERVICES	1.00	0.264%	\$ 764		\$ 764	\$ 82	\$ 846
100-30-3001 OFFICE OF THE FIRE CHIEF	1.83	0.484%	\$ 1,400		\$ 1,400	\$ 151	\$ 1,551
100-30-3011 FIRE ADMINISTRATION	3.00	0.793%	\$ 2,291		\$ 2,291	\$ 247	\$ 2,538
100-30-3021 FIRE SUPPRESSION	2.00	0.528%	\$ 1,528		\$ 1,528	\$ 164	\$ 1,692
100-30-3023 FIRE TRAINING	1.00	0.264%	\$ 764		\$ 764	\$ 82	\$ 846
100-30-3024 Strike Team	2.00	0.528%	\$ 1,528		\$ 1,528	\$ 164	\$ 1,692
100-40-4001 OFFICE OF THE POLICE CHIEF	0.33	0.088%	\$ 255		\$ 255	\$ 27	\$ 282
100-40-4011 POLICE ADMINISTRATION	11.00	2.906%	\$ 8,402		\$ 8,402	\$ 905	\$ 9,306
100-40-4021 PATROL	1.00	0.264%	\$ 764		\$ 764	\$ 82	\$ 846
100-40-4031 DETECTIVES	2.00	0.528%	\$ 1,528		\$ 1,528	\$ 164	\$ 1,692
100-40-4033 NARCOTICS	2.00	0.528%	\$ 1,528		\$ 1,528	\$ 164	\$ 1,692
100-40-4034 LAB/PROPERTY	1.00	0.264%	\$ 764		\$ 764	\$ 82	\$ 846
100-40-4041 TRAFFIC SERVICES	2.00	0.528%	\$ 1,528		\$ 1,528	\$ 164	\$ 1,692
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	36.00	9.511%	\$ 27,497		\$ 27,497	\$ 2,961	\$ 30,458
100-50-5021 STREET MAINTENANCE SERVICES	1.00	0.264%	\$ 764		\$ 764	\$ 82	\$ 846
100-50-5025 TREE MAINTENANCE	1.50	0.396%	\$ 1,146		\$ 1,146	\$ 123	\$ 1,269
100-50-5032 TRAFFIC OPERATIONS	4.00	1.057%	\$ 3,055		\$ 3,055	\$ 329	\$ 3,384
100-50-5074 TRANSPORTATION SERVICES	1.00	0.264%	\$ 764		\$ 764	\$ 82	\$ 846
100-50-5095 Reimbursable	1.00	0.264%	\$ 764		\$ 764	\$ 82	\$ 846
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	17.50	4.624%	\$ 13,367		\$ 13,367	\$ 1,439	\$ 14,806
100-60-6021 CURRENT PLANNING	2.00	0.528%	\$ 1,528		\$ 1,528	\$ 164	\$ 1,692
100-60-6031 BUILDING INSPECTION	2.00	0.528%	\$ 1,528		\$ 1,528	\$ 164	\$ 1,692
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	9.00	2.378%	\$ 6,874		\$ 6,874	\$ 740	\$ 7,614
100-70-7011 LEISURE SERVICES	1.50	0.396%	\$ 1,146		\$ 1,146	\$ 123	\$ 1,269
100-70-7015 SPECIAL EVENTS	2.00	0.528%	\$ 1,528		\$ 1,528	\$ 164	\$ 1,692
100-70-7022 ENVIRONMENTAL SERVICES	6.00	1.585%	\$ 4,583		\$ 4,583	\$ 493	\$ 5,076
125-30- EMT TRANSPORT FUND	5.83	1.541%	\$ 4,456		\$ 4,456	\$ 480	\$ 4,935
130-00- 1% PEG Program	1.50	0.396%	\$ 1,146		\$ 1,146	\$ 123	\$ 1,269



**100-02-0201 CITY MANAGER****ALLOCATION DETAIL**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
150-50- OC HEADSTART (OCPT) BUILDING MAINT	1.00	0.264%	\$ 764		\$ 764	\$ 82	\$ 846
220-50- SEWER	11.00	2.906%	\$ 8,402		\$ 8,402	\$ 905	\$ 9,306
263-50- TRAFFIC IMPROVEMNT -MEASURE M2	6.50	1.717%	\$ 4,965		\$ 4,965	\$ 535	\$ 5,499
274-50- RMRA Road Maint Rehabilitation Account	10.00	2.642%	\$ 7,638		\$ 7,638	\$ 822	\$ 8,460
287-50- City-Wide TSIP	1.00	0.264%	\$ 764		\$ 764	\$ 82	\$ 846
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	2.00	0.528%	\$ 1,528		\$ 1,528	\$ 164	\$ 1,692
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	1.00	0.264%	\$ 764		\$ 764	\$ 82	\$ 846
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	15.50	4.095%	\$ 11,839		\$ 11,839	\$ 1,275	\$ 13,114
312-60- SB2-BUILDING HOMES & JOBS ACT	2.00	0.528%	\$ 1,528		\$ 1,528	\$ 164	\$ 1,692
317-60- HOME	5.50	1.453%	\$ 4,201		\$ 4,201	\$ 452	\$ 4,653
353-40- FEDERAL POLICE GRANTS	1.00	0.264%	\$ 764		\$ 764	\$ 82	\$ 846
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERV	0.33	0.088%	\$ 255		\$ 255	\$ 27	\$ 282
500-50- CAPITAL PROJECTS	9.50	2.510%	\$ 7,256		\$ 7,256	\$ 781	\$ 8,037
510-70- PARK ACQUISITION (INFILL)	10.00	2.642%	\$ 7,638		\$ 7,638	\$ 822	\$ 8,460
512-70- EL MODENA PARK FACILITY - CELL TOWER FEE	1.00	0.264%	\$ 764		\$ 764	\$ 82	\$ 846
550-50- REIMBURSABLE CAPITAL PROJECTS	2.00	0.528%	\$ 1,528		\$ 1,528	\$ 164	\$ 1,692
551-70- GRIJALVA PARK FUND	0.50	0.132%	\$ 382		\$ 382	\$ 41	\$ 423
560-30- FIRE FACILITY FEE DISTRICTS ALL COM 6/07	1.33	0.352%	\$ 1,018		\$ 1,018	\$ 110	\$ 1,128
570-40- POLICE FACILITY FEES	0.33	0.088%	\$ 255		\$ 255	\$ 27	\$ 282
600-80- WATER	16.00	4.227%	\$ 12,221		\$ 12,221	\$ 1,316	\$ 13,537
710-50- EQUIPMENT EXPENSE	1.00	0.264%	\$ 764		\$ 764	\$ 82	\$ 846
720-50- EQUIPMENT REPLACEMENT	5.50	1.453%	\$ 4,201		\$ 4,201	\$ 452	\$ 4,653
740-03- SELF INSURANCE - LIABILITY	10.00	2.642%	\$ 7,638		\$ 7,638	\$ 822	\$ 8,460
780-16- INFORMATION SYSTEMS FUND	5.50	1.453%	\$ 4,201		\$ 4,201	\$ 452	\$ 4,653
790-16- COMPUTER REPLACEMENT	5.00	1.321%	\$ 3,819		\$ 3,819	\$ 411	\$ 4,230
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	2.50	0.661%	\$ 1,910		\$ 1,910	\$ 206	\$ 2,115
<b>Total</b>	<b>378.50</b>	<b>100.000%</b>	<b>\$ 289,098</b>	<b>\$ -</b>	<b>\$ 289,098</b>	<b>\$ 30,142</b>	<b>\$ 319,240</b>

**Allocation Basis:**

# of Agenda Items

**Source of Allocation:**

Agenda Report

## 100-02-0201 CITY MANAGER

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>Employee Support</b>							
100-01-0101 CITY COUNCIL	7.00	0.914%	\$ 1,201		\$ 1,201		\$ 1,201
100-02-0201 CITY MANAGER	8.33	1.087%	\$ 1,429		\$ 1,429		\$ 1,429
100-03-0301 CITY ATTORNEY	3.90	0.509%	\$ 669		\$ 669	\$ 71	\$ 741
100-04-0401 CITY CLERK	7.50	0.980%	\$ 1,287		\$ 1,287	\$ 137	\$ 1,424
100-12-1201 FINANCE ADMIN	3.78	0.494%	\$ 649		\$ 649	\$ 69	\$ 718
100-12-1205 PURCHASING AND WAREHOUSE	6.90	0.901%	\$ 1,184		\$ 1,184	\$ 126	\$ 1,310
100-12-1221 GENERAL REVENUE	4.72	0.616%	\$ 810		\$ 810	\$ 86	\$ 896
100-12-1231 GENERAL ACCOUNTING	7.04	0.920%	\$ 1,208		\$ 1,208	\$ 129	\$ 1,337
100-14-1401 HUMAN RESOURCES	10.00	1.306%	\$ 1,716		\$ 1,716	\$ 183	\$ 1,899
100-50-5028 FACILITY MAINTENANCE	5.20	0.679%	\$ 893		\$ 893	\$ 95	\$ 987
100-05-0501 CITY TREASURER	1.00	0.131%	\$ 172		\$ 172	\$ 18	\$ 190
100-20-2001 LIBRARY ADMINISTRATION	4.98	0.650%	\$ 854		\$ 854	\$ 91	\$ 945
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	5.98	0.780%	\$ 1,026		\$ 1,026	\$ 109	\$ 1,135
100-20-2014 LENDING SERVICES	14.63	1.910%	\$ 2,510		\$ 2,510	\$ 267	\$ 2,777
100-20-2016 ADULT & BRANCH SERVICES	10.15	1.326%	\$ 1,742		\$ 1,742	\$ 185	\$ 1,927
100-20-2017 CHILDREN & TEEN SERVICES	5.48	0.715%	\$ 940		\$ 940	\$ 100	\$ 1,040
100-30-3001 OFFICE OF THE FIRE CHIEF	2.00	0.261%	\$ 343		\$ 343	\$ 37	\$ 380
100-30-3011 FIRE ADMINISTRATION	3.00	0.392%	\$ 515		\$ 515	\$ 55	\$ 570
100-30-3012 FIRE PREVENTION	12.00	1.567%	\$ 2,060		\$ 2,060	\$ 219	\$ 2,279
100-30-3021 FIRE SUPPRESSION	56.00	7.314%	\$ 9,612		\$ 9,612	\$ 1,023	\$ 10,634
100-30-3022 PARAMEDICS	47.50	6.204%	\$ 8,153		\$ 8,153	\$ 867	\$ 9,020
100-30-3023 FIRE TRAINING	2.00	0.261%	\$ 343		\$ 343	\$ 37	\$ 380
100-40-4001 OFFICE OF THE POLICE CHIEF	3.00	0.392%	\$ 515		\$ 515	\$ 55	\$ 570
100-40-4011 POLICE ADMINISTRATION	18.85	2.462%	\$ 3,235		\$ 3,235	\$ 344	\$ 3,580
100-40-4012 DISPATCH	20.00	2.612%	\$ 3,433		\$ 3,433	\$ 365	\$ 3,798
100-40-4013 RECORDS	18.43	2.407%	\$ 3,162		\$ 3,162	\$ 336	\$ 3,499
100-40-4021 PATROL	120.60	15.751%	\$ 20,699		\$ 20,699	\$ 2,202	\$ 22,901
100-40-4031 DETECTIVES	24.48	3.197%	\$ 4,201		\$ 4,201	\$ 447	\$ 4,648
100-40-4032 GANGS	10.00	1.306%	\$ 1,716		\$ 1,716	\$ 183	\$ 1,899
100-40-4033 NARCOTICS	12.00	1.567%	\$ 2,060		\$ 2,060	\$ 219	\$ 2,279
100-40-4034 LAB/PROPERTY	3.48	0.454%	\$ 596		\$ 596	\$ 63	\$ 660
100-40-4041 TRAFFIC SERVICES	26.28	3.432%	\$ 4,510		\$ 4,510	\$ 480	\$ 4,990
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	5.15	0.673%	\$ 884		\$ 884	\$ 94	\$ 978
100-50-5011 ENGINEERING	8.73	1.140%	\$ 1,498		\$ 1,498	\$ 159	\$ 1,658
100-50-5012 DEVELOPMENT SERVICES	5.14	0.671%	\$ 882		\$ 882	\$ 94	\$ 976
100-50-5013 BUILDING & SAFETY	2.00	0.261%	\$ 343		\$ 343	\$ 37	\$ 380
100-50-5021 STREET MAINTENANCE SERVICES	10.55	1.378%	\$ 1,811		\$ 1,811	\$ 193	\$ 2,003
100-50-5022 REFUSE & SANITATION SERVICES	0.90	0.118%	\$ 154		\$ 154	\$ 16	\$ 171

## 100-02-0201 CITY MANAGER

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
100-50-5025 TREE MAINTENANCE	0.40	0.052%	\$ 69		\$ 69	\$ 7	\$ 76
100-50-5031 TRANSPORTATION PLANNING	3.53	0.461%	\$ 606		\$ 606	\$ 64	\$ 670
100-50-5032 TRAFFIC OPERATIONS	2.00	0.261%	\$ 343		\$ 343	\$ 37	\$ 380
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	6.00	0.784%	\$ 1,030		\$ 1,030	\$ 110	\$ 1,139
100-60-6011 ADVANCE PLANNING	6.00	0.784%	\$ 1,030		\$ 1,030	\$ 110	\$ 1,139
100-60-6021 CURRENT PLANNING	5.00	0.653%	\$ 858		\$ 858	\$ 91	\$ 949
100-60-6031 BUILDING INSPECTION	5.00	0.653%	\$ 858		\$ 858	\$ 91	\$ 949
100-60-6032 CODE ENFORCEMENT	10.00	1.306%	\$ 1,716		\$ 1,716	\$ 183	\$ 1,899
100-60-6034 PERMIT SERVICES	6.74	0.880%	\$ 1,157		\$ 1,157	\$ 123	\$ 1,280
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	5.00	0.653%	\$ 858		\$ 858	\$ 91	\$ 949
100-70-7011 LEISURE SERVICES	26.15	3.416%	\$ 4,488		\$ 4,488	\$ 478	\$ 4,966
100-70-7014 RECREATION - ATHLETICS	8.23	1.074%	\$ 1,412		\$ 1,412	\$ 150	\$ 1,562
100-70-7022 ENVIRONMENTAL SERVICES	22.83	2.981%	\$ 3,918		\$ 3,918	\$ 417	\$ 4,334
100-70-7041 SENIOR SERVICES	1.00	0.131%	\$ 172		\$ 172	\$ 18	\$ 190
100-98-9810 RDA ADMINISTRATION & OPERATIONS	0.95	0.124%	\$ 163		\$ 163	\$ 17	\$ 180
110-60- BUILDING RECORDS MGMT FEE	0.26	0.034%	\$ 45		\$ 45	\$ 5	\$ 49
120-40- PROP 172	1.00	0.131%	\$ 172		\$ 172	\$ 18	\$ 190
125-30- EMT TRANSPORT FUND	17.98	2.348%	\$ 3,085		\$ 3,085	\$ 328	\$ 3,413
220-50- SEWER	21.70	2.834%	\$ 3,725		\$ 3,725	\$ 396	\$ 4,121
270-50- GAS TAX MAINTENANCE	15.44	2.017%	\$ 2,650		\$ 2,650	\$ 282	\$ 2,932
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	0.35	0.046%	\$ 60		\$ 60	\$ 6	\$ 66
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	0.05	0.007%	\$ 9		\$ 9	\$ 1	\$ 9
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	0.05	0.007%	\$ 9		\$ 9	\$ 1	\$ 9
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	2.00	0.261%	\$ 343		\$ 343	\$ 37	\$ 380
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERVS	1.48	0.193%	\$ 253		\$ 253	\$ 27	\$ 280
600-80- WATER	54.90	7.171%	\$ 9,423		\$ 9,423	\$ 1,003	\$ 10,425
710-50- EQUIPMENT EXPENSE	9.15	1.195%	\$ 1,570		\$ 1,570	\$ 167	\$ 1,738
730-03- SELF INSURANCE - WORKERS COMPENSATION	2.55	0.333%	\$ 438		\$ 438	\$ 47	\$ 484
740-03- SELF INSURANCE - LIABILITY	1.55	0.202%	\$ 266		\$ 266	\$ 28	\$ 294
780-16- INFORMATION SYSTEMS FUND	8.95	1.169%	\$ 1,536		\$ 1,536	\$ 163	\$ 1,700
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	0.77	0.101%	\$ 132		\$ 132	\$ 14	\$ 146
<b>Total</b>	<b>765.62</b>	<b>100.000%</b>	<b>\$ 131,408</b>	<b>\$ -</b>	<b>\$ 131,408</b>	<b>\$ 13,701</b>	<b>\$ 145,109</b>

Allocation Basis:

# of FTE

Source of Allocation:

[Personnel Log](#)

## 100-02-0201 CITY MANAGER

## ALLOCATION DETAIL

## Budget Support

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
100-01-0101 CITY COUNCIL	82,601.00	0.029%	\$ 39		\$ 39		\$ 39
100-02-0201 CITY MANAGER	2,152,717.00	0.768%	\$ 1,009		\$ 1,009		\$ 1,009
100-03-0301 CITY ATTORNEY	1,544,422.45	0.551%	\$ 724		\$ 724	\$ 76	\$ 800
100-04-0401 CITY CLERK	1,379,137.00	0.492%	\$ 647		\$ 647	\$ 68	\$ 714
100-12-1201 FINANCE ADMIN	1,267,615.00	0.452%	\$ 594		\$ 594	\$ 62	\$ 657
100-12-1205 PURCHASING AND WAREHOUSE	762,172.00	0.272%	\$ 357		\$ 357	\$ 38	\$ 395
100-12-1221 GENERAL REVENUE	639,523.00	0.228%	\$ 300		\$ 300	\$ 32	\$ 331
100-12-1231 GENERAL ACCOUNTING	1,255,838.00	0.448%	\$ 589		\$ 589	\$ 62	\$ 651
100-14-1401 HUMAN RESOURCES	2,204,786.00	0.787%	\$ 1,034		\$ 1,034	\$ 109	\$ 1,142
100-50-5028 FACILITY MAINTENANCE	1,713,042.00	0.611%	\$ 803		\$ 803	\$ 84	\$ 887
100-02-0218 ECONOMIC DEVELOPMENT	37,500.00	0.013%	\$ 18		\$ 18	\$ 2	\$ 19
100-05-0501 CITY TREASURER	4,380.00	0.002%	\$ 2		\$ 2	\$ 0	\$ 2
100-20-2001 LIBRARY ADMINISTRATION	3,135,737.12	1.119%	\$ 1,470		\$ 1,470	\$ 155	\$ 1,625
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	904,115.94	0.323%	\$ 424		\$ 424	\$ 45	\$ 468
100-20-2014 LENDING SERVICES	1,078,030.00	0.385%	\$ 505		\$ 505	\$ 53	\$ 558
100-20-2016 ADULT & BRANCH SERVICES	1,051,448.00	0.375%	\$ 493		\$ 493	\$ 52	\$ 545
100-20-2017 CHILDREN & TEEN SERVICES	689,668.00	0.246%	\$ 323		\$ 323	\$ 34	\$ 357
100-30-3001 OFFICE OF THE FIRE CHIEF	1,558,238.00	0.556%	\$ 731		\$ 731	\$ 77	\$ 807
100-30-3011 FIRE ADMINISTRATION	2,030,178.00	0.724%	\$ 952		\$ 952	\$ 100	\$ 1,052
100-30-3012 FIRE PREVENTION	2,655,824.00	0.947%	\$ 1,245		\$ 1,245	\$ 131	\$ 1,376
100-30-3021 FIRE SUPPRESSION	14,299,348.00	5.101%	\$ 6,704		\$ 6,704	\$ 705	\$ 7,408
100-30-3022 PARAMEDICS	10,793,833.00	3.851%	\$ 5,060		\$ 5,060	\$ 532	\$ 5,592
100-30-3023 FIRE TRAINING	617,432.00	0.220%	\$ 289		\$ 289	\$ 30	\$ 320
100-40-4001 OFFICE OF THE POLICE CHIEF	5,202,804.00	1.856%	\$ 2,439		\$ 2,439	\$ 256	\$ 2,695
100-40-4011 POLICE ADMINISTRATION	8,244,364.84	2.941%	\$ 3,865		\$ 3,865	\$ 406	\$ 4,271
100-40-4012 DISPATCH	2,874,616.00	1.026%	\$ 1,348		\$ 1,348	\$ 142	\$ 1,489
100-40-4013 RECORDS	1,811,788.00	0.646%	\$ 849		\$ 849	\$ 89	\$ 939
100-40-4021 PATROL	23,247,238.00	8.294%	\$ 10,898		\$ 10,898	\$ 1,145	\$ 12,044
100-40-4031 DETECTIVES	5,379,948.00	1.919%	\$ 2,522		\$ 2,522	\$ 265	\$ 2,787
100-40-4032 GANGS	2,084,469.00	0.744%	\$ 977		\$ 977	\$ 103	\$ 1,080
100-40-4033 NARCOTICS	2,573,125.00	0.918%	\$ 1,206		\$ 1,206	\$ 127	\$ 1,333
100-40-4034 LAB/PROPERTY	757,462.00	0.270%	\$ 355		\$ 355	\$ 37	\$ 392
100-40-4041 TRAFFIC SERVICES	5,589,435.96	1.994%	\$ 2,620		\$ 2,620	\$ 275	\$ 2,896
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	2,478,044.67	0.884%	\$ 1,162		\$ 1,162	\$ 122	\$ 1,284
100-50-5011 ENGINEERING	1,071,844.00	0.382%	\$ 502		\$ 502	\$ 53	\$ 555
100-50-5012 DEVELOPMENT SERVICES	744,972.00	0.266%	\$ 349		\$ 349	\$ 37	\$ 386
100-50-5021 STREET MAINTENANCE SERVICES	1,275,368.00	0.455%	\$ 598		\$ 598	\$ 63	\$ 661
100-50-5022 REFUSE & SANITATION SERVICES	115,970.00	0.041%	\$ 54		\$ 54	\$ 6	\$ 60

## 100-02-0201 CITY MANAGER

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
100-50-5025 TREE MAINTENANCE	728,429.00	0.260%	\$ 341		\$ 341	\$ 36	\$ 377
100-50-5031 TRANSPORTATION PLANNING	824,026.52	0.294%	\$ 386		\$ 386	\$ 41	\$ 427
100-50-5032 TRAFFIC OPERATIONS	249,334.00	0.089%	\$ 117		\$ 117	\$ 12	\$ 129
100-50-5073 ROADWAY MAINTENANCE	170,000.00	0.061%	\$ 80		\$ 80	\$ 8	\$ 88
100-50-5074 TRANSPORTATION SERVICES	282,334.79	0.101%	\$ 132		\$ 132	\$ 14	\$ 146
100-50-5095 Reimbursable	21,309.01	0.008%	\$ 10		\$ 10	\$ 1	\$ 11
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	1,867,840.49	0.666%	\$ 876		\$ 876	\$ 92	\$ 968
100-60-6011 ADVANCE PLANNING	551,409.00	0.197%	\$ 259		\$ 259	\$ 27	\$ 286
100-60-6021 CURRENT PLANNING	743,484.81	0.265%	\$ 349		\$ 349	\$ 37	\$ 385
100-60-6031 BUILDING INSPECTION	635,343.74	0.227%	\$ 298		\$ 298	\$ 31	\$ 329
100-60-6032 CODE ENFORCEMENT	1,130,980.00	0.403%	\$ 530		\$ 530	\$ 56	\$ 586
100-60-6034 PERMIT SERVICES	1,092,606.00	0.390%	\$ 512		\$ 512	\$ 54	\$ 566
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	2,670,596.00	0.953%	\$ 1,252		\$ 1,252	\$ 132	\$ 1,384
100-70-7011 LEISURE SERVICES	2,814,134.00	1.004%	\$ 1,319		\$ 1,319	\$ 139	\$ 1,458
100-70-7014 RECREATION - ATHLETICS	1,024,343.00	0.365%	\$ 480		\$ 480	\$ 50	\$ 531
100-70-7015 SPECIAL EVENTS	272,374.00	0.097%	\$ 128		\$ 128	\$ 13	\$ 141
100-70-7022 ENVIRONMENTAL SERVICES	5,123,867.38	1.828%	\$ 2,402		\$ 2,402	\$ 252	\$ 2,655
100-70-7041 SENIOR SERVICES	389,306.00	0.139%	\$ 183		\$ 183	\$ 19	\$ 202
100-80-8041 WATER DISTRIBUTION	28,180.00	0.010%	\$ 13		\$ 13	\$ 1	\$ 15
100-98-9810 RDA ADMINISTRATION & OPERATIONS	2,613.00	0.001%	\$ 1		\$ 1	\$ 0	\$ 1
105-00- NON-DEPARTMENTAL	35,000.00	0.012%	\$ 16		\$ 16	\$ 2	\$ 18
110-60- BUILDING RECORDS MGMT FEE	871,542.38	0.311%	\$ 409		\$ 409	\$ 43	\$ 452
120-40- PROP 172	1,495,248.00	0.533%	\$ 701		\$ 701	\$ 74	\$ 775
125-30- EMT TRANSPORT FUND	3,432,094.00	1.224%	\$ 1,609		\$ 1,609	\$ 169	\$ 1,778
126-30- OPIOID SETTLEMENT	94,600.00	0.034%	\$ 44		\$ 44	\$ 5	\$ 49
130-00- 1% PEG Program	322,209.00	0.115%	\$ 151		\$ 151	\$ 16	\$ 167
140-60- CASp Certification & Training Fund	128,190.00	0.046%	\$ 60		\$ 60	\$ 6	\$ 66
150-50- OC HEADSTART (OCPT) BUILDING MAINT	12,299.00	0.004%	\$ 6		\$ 6	\$ 1	\$ 6
220-50- SEWER	9,728,574.86	3.471%	\$ 4,561		\$ 4,561	\$ 479	\$ 5,040
245-70- AB 2766 AIR POLLUTION REDUCTION	87,778.00	0.031%	\$ 41		\$ 41	\$ 4	\$ 45
263-50- TRAFFIC IMPROVEMNT -MEASURE M2	6,617,628.49	2.361%	\$ 3,102		\$ 3,102	\$ 326	\$ 3,428
270-50- GAS TAX MAINTENANCE	4,198,465.13	1.498%	\$ 1,968		\$ 1,968	\$ 207	\$ 2,175
274-50- RMRA Road Maint Rehabilitation Account	5,047,853.22	1.801%	\$ 2,366		\$ 2,366	\$ 249	\$ 2,615
287-50- City-Wide TSIP	1,597,929.81	0.570%	\$ 749		\$ 749	\$ 79	\$ 828
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	978,745.00	0.349%	\$ 459		\$ 459	\$ 48	\$ 507
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	50,103.00	0.018%	\$ 23		\$ 23	\$ 2	\$ 26
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	115,287.00	0.041%	\$ 54		\$ 54	\$ 6	\$ 60
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	676,374.75	0.241%	\$ 317		\$ 317	\$ 33	\$ 350
312-60- SB2-BUILDING HOMES & JOBS ACT	2,908,830.47	1.038%	\$ 1,364		\$ 1,364	\$ 143	\$ 1,507
317-60- HOME	360,860.50	0.129%	\$ 169		\$ 169	\$ 18	\$ 187

## 100-02-0201 CITY MANAGER

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
350-40- TRAFFIC SAFETY	82,400.00	0.029%	\$ 39		\$ 39	\$ 4	\$ 43
353-40- FEDERAL POLICE GRANTS	12,884.00	0.005%	\$ 6		\$ 6	\$ 1	\$ 7
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERV	807,927.00	0.288%	\$ 379		\$ 379	\$ 40	\$ 419
355-40- ASSET SEIZURE- FEDERAL	379,071.23	0.135%	\$ 178		\$ 178	\$ 19	\$ 196
356-40- ASSET SEIZURE - STATE (85%)	20,000.00	0.007%	\$ 9		\$ 9	\$ 1	\$ 10
358-40- RNSP - FEDERAL	75,000.00	0.027%	\$ 35		\$ 35	\$ 4	\$ 39
360-40- ASSET SEIZURE - TREASURY	118,000.00	0.042%	\$ 55		\$ 55	\$ 6	\$ 61
500-50- CAPITAL PROJECTS	4,140,618.58	1.477%	\$ 1,941		\$ 1,941	\$ 204	\$ 2,145
510-70- PARK ACQUISITION (INFILL)	621,699.66	0.222%	\$ 291		\$ 291	\$ 31	\$ 322
512-70- EL MODENA PARK FACILITY - CELL TOWER FEE	92,077.00	0.033%	\$ 43		\$ 43	\$ 5	\$ 48
540-50- OLD TOWNE PARKING FACILITY	12,049.00	0.004%	\$ 6		\$ 6	\$ 1	\$ 6
550-50- REIMBURSABLE CAPITAL PROJECTS	8,117,656.54	2.896%	\$ 3,806		\$ 3,806	\$ 400	\$ 4,206
551-70- GRIJALVA PARK FUND	5,813.99	0.002%	\$ 3		\$ 3	\$ 0	\$ 3
553-50- CITY INFRASTRUCTURE BOND	428,922.35	0.153%	\$ 201		\$ 201	\$ 21	\$ 222
555-50- PARKING IN LIEU	11,800.26	0.004%	\$ 6		\$ 6	\$ 1	\$ 6
560-30- FIRE FACILITY FEE DISTRICTS ALL COM 6/07	740,000.00	0.264%	\$ 347		\$ 347	\$ 36	\$ 383
570-40- POLICE FACILITY FEES	65,000.00	0.023%	\$ 30		\$ 30	\$ 3	\$ 34
573-70- LIBRARY FACILITY FEES	147,743.63	0.053%	\$ 69		\$ 69	\$ 7	\$ 77
600-80- WATER	53,870,893.07	19.219%	\$ 25,255		\$ 25,255	\$ 2,654	\$ 27,909
710-50- EQUIPMENT EXPENSE	3,798,015.00	1.355%	\$ 1,781		\$ 1,781	\$ 187	\$ 1,968
720-50- EQUIPMENT REPLACEMENT	3,761,618.74	1.342%	\$ 1,763		\$ 1,763	\$ 185	\$ 1,949
730-03- SELF INSURANCE - WORKERS COMPENSATION	5,418,957.00	1.933%	\$ 2,540		\$ 2,540	\$ 267	\$ 2,807
740-03- SELF INSURANCE - LIABILITY	5,958,406.19	2.126%	\$ 2,793		\$ 2,793	\$ 294	\$ 3,087
752-14- SELF INSURANCE - DENTAL	428,465.00	0.153%	\$ 201		\$ 201	\$ 21	\$ 222
760-00- EMPLOYEE ACCRUED LIABILITY	4,883,158.00	1.742%	\$ 2,289		\$ 2,289	\$ 241	\$ 2,530
780-16- INFORMATION SYSTEMS FUND	4,618,127.18	1.648%	\$ 2,165		\$ 2,165	\$ 228	\$ 2,393
790-16- COMPUTER REPLACEMENT	3,339,481.98	1.191%	\$ 1,566		\$ 1,566	\$ 165	\$ 1,730
916-60- AFFORDABLE HOUSING - NEW CONSTRUCTION	21,029.00	0.008%	\$ 10		\$ 10	\$ 1	\$ 11
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	212,966.75	0.076%	\$ 100		\$ 100	\$ 10	\$ 110
940-98- ORANGE MERGED CAPITAL PROJECTS	71,477.00	0.025%	\$ 34		\$ 34	\$ 4	\$ 37
952-98- CITY TRF: NW & SW MERGED 2003 TXBL BONDS	161,903.60	0.058%	\$ 76		\$ 76	\$ 8	\$ 84
954-98- CITY TRF: MERGED 2008 TAX EXEMPT BONDS	3,192,235.00	1.139%	\$ 1,497		\$ 1,497	\$ 157	\$ 1,654
<b>Total</b>	<b>280,306,555.08</b>	<b>100.000%</b>	<b>\$ 131,408</b>	<b>\$ -</b>	<b>\$ 131,408</b>	<b>\$ 13,701</b>	<b>\$ 145,109</b>

Allocation Basis:

Budgeted Expenditures

Source of Allocation:

Budgeted Expenditures

## 100-02-0201 CITY MANAGER

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>Communications</b>							
100-01-0101 CITY COUNCIL	1.00	5.263%	\$ 40,460		\$ 40,460		\$ 40,460
100-02-0201 CITY MANAGER	0.50	2.632%	\$ 20,230		\$ 20,230		\$ 20,230
100-03-0301 CITY ATTORNEY	1.00	5.263%	\$ 40,460		\$ 40,460	\$ 4,580	\$ 45,040
100-04-0401 CITY CLERK	1.00	5.263%	\$ 40,460		\$ 40,460	\$ 4,580	\$ 45,040
100-12-1201 FINANCE ADMIN	0.25	1.316%	\$ 10,115		\$ 10,115	\$ 1,145	\$ 11,260
100-12-1205 PURCHASING AND WAREHOUSE	0.25	1.316%	\$ 10,115		\$ 10,115	\$ 1,145	\$ 11,260
100-12-1221 GENERAL REVENUE	0.25	1.316%	\$ 10,115		\$ 10,115	\$ 1,145	\$ 11,260
100-12-1231 GENERAL ACCOUNTING	0.25	1.316%	\$ 10,115		\$ 10,115	\$ 1,145	\$ 11,260
100-14-1401 HUMAN RESOURCES	1.00	5.263%	\$ 40,460		\$ 40,460	\$ 4,580	\$ 45,040
100-50-5028 FACILITY MAINTENANCE	0.08	0.439%	\$ 3,372		\$ 3,372	\$ 382	\$ 3,753
100-02-0218 ECONOMIC DEVELOPMENT	0.50	2.632%	\$ 20,230		\$ 20,230	\$ 2,290	\$ 22,520
100-20-2001 LIBRARY ADMINISTRATION	0.20	1.053%	\$ 8,092		\$ 8,092	\$ 916	\$ 9,008
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	0.20	1.053%	\$ 8,092		\$ 8,092	\$ 916	\$ 9,008
100-20-2014 LENDING SERVICES	0.20	1.053%	\$ 8,092		\$ 8,092	\$ 916	\$ 9,008
100-20-2016 ADULT & BRANCH SERVICES	0.20	1.053%	\$ 8,092		\$ 8,092	\$ 916	\$ 9,008
100-20-2017 CHILDREN & TEEN SERVICES	0.20	1.053%	\$ 8,092		\$ 8,092	\$ 916	\$ 9,008
100-30-3001 OFFICE OF THE FIRE CHIEF	0.17	0.877%	\$ 6,743		\$ 6,743	\$ 763	\$ 7,507
100-30-3011 FIRE ADMINISTRATION	0.17	0.877%	\$ 6,743		\$ 6,743	\$ 763	\$ 7,507
100-30-3012 FIRE PREVENTION	0.17	0.877%	\$ 6,743		\$ 6,743	\$ 763	\$ 7,507
100-30-3021 FIRE SUPPRESSION	0.17	0.877%	\$ 6,743		\$ 6,743	\$ 763	\$ 7,507
100-30-3022 PARAMEDICS	0.17	0.877%	\$ 6,743		\$ 6,743	\$ 763	\$ 7,507
100-30-3023 FIRE TRAINING	0.17	0.877%	\$ 6,743		\$ 6,743	\$ 763	\$ 7,507
100-40-4001 OFFICE OF THE POLICE CHIEF	0.10	0.526%	\$ 4,046		\$ 4,046	\$ 458	\$ 4,504
100-40-4011 POLICE ADMINISTRATION	0.10	0.526%	\$ 4,046		\$ 4,046	\$ 458	\$ 4,504
100-40-4012 DISPATCH	0.10	0.526%	\$ 4,046		\$ 4,046	\$ 458	\$ 4,504
100-40-4013 RECORDS	0.10	0.526%	\$ 4,046		\$ 4,046	\$ 458	\$ 4,504
100-40-4021 PATROL	0.10	0.526%	\$ 4,046		\$ 4,046	\$ 458	\$ 4,504
100-40-4031 DETECTIVES	0.10	0.526%	\$ 4,046		\$ 4,046	\$ 458	\$ 4,504
100-40-4032 GANGS	0.10	0.526%	\$ 4,046		\$ 4,046	\$ 458	\$ 4,504
100-40-4033 NARCOTICS	0.10	0.526%	\$ 4,046		\$ 4,046	\$ 458	\$ 4,504
100-40-4034 LAB/PROPERTY	0.10	0.526%	\$ 4,046		\$ 4,046	\$ 458	\$ 4,504
100-40-4041 TRAFFIC SERVICES	0.10	0.526%	\$ 4,046		\$ 4,046	\$ 458	\$ 4,504
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	0.08	0.439%	\$ 3,372		\$ 3,372	\$ 382	\$ 3,753
100-50-5011 ENGINEERING	0.08	0.439%	\$ 3,372		\$ 3,372	\$ 382	\$ 3,753
100-50-5012 DEVELOPMENT SERVICES	0.08	0.439%	\$ 3,372		\$ 3,372	\$ 382	\$ 3,753
100-50-5013 BUILDING & SAFETY	0.08	0.439%	\$ 3,372		\$ 3,372	\$ 382	\$ 3,753
100-50-5021 STREET MAINTENANCE SERVICES	0.08	0.439%	\$ 3,372		\$ 3,372	\$ 382	\$ 3,753
100-50-5022 REFUSE & SANITATION SERVICES	0.08	0.439%	\$ 3,372		\$ 3,372	\$ 382	\$ 3,753



**100-02-0201 CITY MANAGER****ALLOCATION DETAIL**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
100-50-5025 TREE MAINTENANCE	0.08	0.439%	\$ 3,372		\$ 3,372	\$ 382	\$ 3,753
100-50-5031 TRANSPORTATION PLANNING	0.08	0.439%	\$ 3,372		\$ 3,372	\$ 382	\$ 3,753
100-50-5032 TRAFFIC OPERATIONS	0.08	0.439%	\$ 3,372		\$ 3,372	\$ 382	\$ 3,753
100-50-5073 ROADWAY MAINTENANCE	0.08	0.439%	\$ 3,372		\$ 3,372	\$ 382	\$ 3,753
100-50-5074 TRANSPORTATION SERVICES	0.08	0.439%	\$ 3,372		\$ 3,372	\$ 382	\$ 3,753
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	0.17	0.877%	\$ 6,743		\$ 6,743	\$ 763	\$ 7,507
100-60-6011 ADVANCE PLANNING	0.17	0.877%	\$ 6,743		\$ 6,743	\$ 763	\$ 7,507
100-60-6021 CURRENT PLANNING	0.17	0.877%	\$ 6,743		\$ 6,743	\$ 763	\$ 7,507
100-60-6031 BUILDING INSPECTION	0.17	0.877%	\$ 6,743		\$ 6,743	\$ 763	\$ 7,507
100-60-6032 CODE ENFORCEMENT	0.17	0.877%	\$ 6,743		\$ 6,743	\$ 763	\$ 7,507
100-60-6034 PERMIT SERVICES	0.17	0.877%	\$ 6,743		\$ 6,743	\$ 763	\$ 7,507
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	0.17	0.877%	\$ 6,743		\$ 6,743	\$ 763	\$ 7,507
100-70-7011 LEISURE SERVICES	0.17	0.877%	\$ 6,743		\$ 6,743	\$ 763	\$ 7,507
100-70-7014 RECREATION - ATHLETICS	0.17	0.877%	\$ 6,743		\$ 6,743	\$ 763	\$ 7,507
100-70-7015 SPECIAL EVENTS	0.17	0.877%	\$ 6,743		\$ 6,743	\$ 763	\$ 7,507
100-70-7022 ENVIRONMENTAL SERVICES	0.17	0.877%	\$ 6,743		\$ 6,743	\$ 763	\$ 7,507
100-70-7041 SENIOR SERVICES	0.17	0.877%	\$ 6,743		\$ 6,743	\$ 763	\$ 7,507
125-30- EMT TRANSPORT FUND	1.00	5.263%	\$ 40,460		\$ 40,460	\$ 4,580	\$ 45,040
220-50- SEWER	1.00	5.263%	\$ 40,460		\$ 40,460	\$ 4,580	\$ 45,040
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	1.00	5.263%	\$ 40,460		\$ 40,460	\$ 4,580	\$ 45,040
317-60- HOME	1.00	5.263%	\$ 40,460		\$ 40,460	\$ 4,580	\$ 45,040
500-50- CAPITAL PROJECTS	1.00	5.263%	\$ 40,460		\$ 40,460	\$ 4,580	\$ 45,040
600-80- WATER	1.00	5.263%	\$ 40,460		\$ 40,460	\$ 4,580	\$ 45,040
780-16- INFORMATION SYSTEMS FUND	1.00	5.263%	\$ 40,460		\$ 40,460	\$ 4,580	\$ 45,040
<b>Total</b>	<b>19.00</b>	<b>100.000%</b>	<b>\$ 768,739</b>	<b>\$ -</b>	<b>\$ 768,739</b>	<b>\$ 80,150</b>	<b>\$ 848,889</b>

**Allocation Basis:****Equal to All**



## ALLOCATION SUMMARY

100-02-0201 CITY MANAGER	Council Support	Legislative Support	Employee Support	Budget Support	Communications	Total
100-01-0101 CITY COUNCIL	\$ 571,626	\$ -	\$ 1,201	\$ 39	\$ 40,460	\$ 613,326
100-02-0201 CITY MANAGER	\$ -	\$ 9,166	\$ 1,429	\$ 1,009	\$ 20,230	\$ 31,834
100-03-0301 CITY ATTORNEY	\$ -	\$ 1,692	\$ 741	\$ 800	\$ 45,040	\$ 48,273
100-04-0401 CITY CLERK	\$ -	\$ 51,609	\$ 1,424	\$ 714	\$ 45,040	\$ 98,787
100-12-1201 FINANCE ADMIN	\$ -	\$ 20,305	\$ 718	\$ 657	\$ 11,260	\$ 32,940
100-12-1205 PURCHASING AND WAREHOUSE	\$ -	\$ -	\$ 1,310	\$ 395	\$ 11,260	\$ 12,965
100-12-1221 GENERAL REVENUE	\$ -	\$ -	\$ 896	\$ 331	\$ 11,260	\$ 12,488
100-12-1231 GENERAL ACCOUNTING	\$ -	\$ 1,692	\$ 1,337	\$ 651	\$ 11,260	\$ 14,940
100-14-1401 HUMAN RESOURCES	\$ -	\$ 10,153	\$ 1,899	\$ 1,142	\$ 45,040	\$ 58,234
100-50-5028 FACILITY MAINTENANCE	\$ -	\$ 3,807	\$ 987	\$ 887	\$ 3,753	\$ 9,435
100-02-0218 ECONOMIC DEVELOPMENT	\$ -	\$ 2,538	\$ -	\$ 19	\$ 22,520	\$ 25,078
100-05-0501 CITY TREASURER	\$ -	\$ -	\$ 190	\$ 2	\$ -	\$ 192
100-20-2001 LIBRARY ADMINISTRATION	\$ -	\$ 5,922	\$ 945	\$ 1,625	\$ 9,008	\$ 17,500
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	\$ -	\$ 1,692	\$ 1,135	\$ 468	\$ 9,008	\$ 12,303
100-20-2014 LENDING SERVICES	\$ -	\$ -	\$ 2,777	\$ 558	\$ 9,008	\$ 12,344
100-20-2016 ADULT & BRANCH SERVICES	\$ -	\$ 846	\$ 1,927	\$ 545	\$ 9,008	\$ 12,326
100-20-2017 CHILDREN & TEEN SERVICES	\$ -	\$ -	\$ 1,040	\$ 357	\$ 9,008	\$ 10,405
100-30-3001 OFFICE OF THE FIRE CHIEF	\$ -	\$ 1,551	\$ 380	\$ 807	\$ 7,507	\$ 10,245
100-30-3011 FIRE ADMINISTRATION	\$ -	\$ 2,538	\$ 570	\$ 1,052	\$ 7,507	\$ 11,666
100-30-3012 FIRE PREVENTION	\$ -	\$ -	\$ 2,279	\$ 1,376	\$ 7,507	\$ 11,161
100-30-3021 FIRE SUPPRESSION	\$ -	\$ 1,692	\$ 10,634	\$ 7,408	\$ 7,507	\$ 27,241
100-30-3022 PARAMEDICS	\$ -	\$ -	\$ 9,020	\$ 5,592	\$ 7,507	\$ 22,119
100-30-3023 FIRE TRAINING	\$ -	\$ 846	\$ 380	\$ 320	\$ 7,507	\$ 9,052
100-30-3024 Strike Team	\$ -	\$ 1,692	\$ -	\$ -	\$ -	\$ 1,692
100-40-4001 OFFICE OF THE POLICE CHIEF	\$ -	\$ 282	\$ 570	\$ 2,695	\$ 4,504	\$ 8,051
100-40-4011 POLICE ADMINISTRATION	\$ -	\$ 9,306	\$ 3,580	\$ 4,271	\$ 4,504	\$ 21,661
100-40-4012 DISPATCH	\$ -	\$ -	\$ 3,798	\$ 1,489	\$ 4,504	\$ 9,791
100-40-4013 RECORDS	\$ -	\$ -	\$ 3,499	\$ 939	\$ 4,504	\$ 8,941
100-40-4021 PATROL	\$ -	\$ 846	\$ 22,901	\$ 12,044	\$ 4,504	\$ 40,295
100-40-4031 DETECTIVES	\$ -	\$ 1,692	\$ 4,648	\$ 2,787	\$ 4,504	\$ 13,631
100-40-4032 GANGS	\$ -	\$ -	\$ 1,899	\$ 1,080	\$ 4,504	\$ 7,483
100-40-4033 NARCOTICS	\$ -	\$ 1,692	\$ 2,279	\$ 1,333	\$ 4,504	\$ 9,808
100-40-4034 LAB/PROPERTY	\$ -	\$ 846	\$ 660	\$ 392	\$ 4,504	\$ 6,402
100-40-4041 TRAFFIC SERVICES	\$ -	\$ 1,692	\$ 4,990	\$ 2,896	\$ 4,504	\$ 14,081
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	\$ -	\$ 30,458	\$ 978	\$ 1,284	\$ 3,753	\$ 36,473
100-50-5011 ENGINEERING	\$ -	\$ -	\$ 1,658	\$ 555	\$ 3,753	\$ 5,966
100-50-5012 DEVELOPMENT SERVICES	\$ -	\$ -	\$ 976	\$ 386	\$ 3,753	\$ 5,115
100-50-5013 BUILDING & SAFETY	\$ -	\$ -	\$ 380	\$ -	\$ 3,753	\$ 4,133

## ALLOCATION SUMMARY

	Council Support	Legislative Support	Employee Support	Budget Support	Communications	Total
<b>100-02-0201 CITY MANAGER</b>						
100-50-5021 STREET MAINTENANCE SERVICES	\$ -	\$ 846	\$ 2,003	\$ 661	\$ 3,753	\$ 7,264
100-50-5022 REFUSE & SANITATION SERVICES	\$ -	\$ -	\$ 171	\$ 60	\$ 3,753	\$ 3,984
100-50-5025 TREE MAINTENANCE	\$ -	\$ 1,269	\$ 76	\$ 377	\$ 3,753	\$ 5,476
100-50-5031 TRANSPORTATION PLANNING	\$ -	\$ -	\$ 670	\$ 427	\$ 3,753	\$ 4,851
100-50-5032 TRAFFIC OPERATIONS	\$ -	\$ 3,384	\$ 380	\$ 129	\$ 3,753	\$ 7,646
100-50-5073 ROADWAY MAINTENANCE	\$ -	\$ -	\$ -	\$ 88	\$ 3,753	\$ 3,841
100-50-5074 TRANSPORTATION SERVICES	\$ -	\$ 846	\$ -	\$ 146	\$ 3,753	\$ 4,746
100-50-5095 Reimbursable	\$ -	\$ 846	\$ -	\$ 11	\$ -	\$ 857
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	\$ -	\$ 14,806	\$ 1,139	\$ 968	\$ 7,507	\$ 24,419
100-60-6011 ADVANCE PLANNING	\$ -	\$ -	\$ 1,139	\$ 286	\$ 7,507	\$ 8,932
100-60-6021 CURRENT PLANNING	\$ -	\$ 1,692	\$ 949	\$ 385	\$ 7,507	\$ 10,533
100-60-6031 BUILDING INSPECTION	\$ -	\$ 1,692	\$ 949	\$ 329	\$ 7,507	\$ 10,477
100-60-6032 CODE ENFORCEMENT	\$ -	\$ -	\$ 1,899	\$ 586	\$ 7,507	\$ 9,992
100-60-6034 PERMIT SERVICES	\$ -	\$ -	\$ 1,280	\$ 566	\$ 7,507	\$ 9,353
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	\$ -	\$ 7,614	\$ 949	\$ 1,384	\$ 7,507	\$ 17,454
100-70-7011 LEISURE SERVICES	\$ -	\$ 1,269	\$ 4,966	\$ 1,458	\$ 7,507	\$ 15,199
100-70-7014 RECREATION - ATHLETICS	\$ -	\$ -	\$ 1,562	\$ 531	\$ 7,507	\$ 9,599
100-70-7015 SPECIAL EVENTS	\$ -	\$ 1,692	\$ -	\$ 141	\$ 7,507	\$ 9,340
100-70-7022 ENVIRONMENTAL SERVICES	\$ -	\$ 5,076	\$ 4,334	\$ 2,655	\$ 7,507	\$ 19,572
100-70-7041 SENIOR SERVICES	\$ -	\$ -	\$ 190	\$ 202	\$ 7,507	\$ 7,898
100-80-8041 WATER DISTRIBUTION	\$ -	\$ -	\$ -	\$ 15	\$ -	\$ 15
100-98-9810 RDA ADMINISTRATION & OPERATIONS	\$ -	\$ -	\$ 180	\$ 1	\$ -	\$ 182
105-00- NON-DEPARTMENTAL	\$ -	\$ -	\$ -	\$ 18	\$ -	\$ 18
110-60- BUILDING RECORDS MGMT FEE	\$ -	\$ -	\$ 49	\$ 452	\$ -	\$ 501
120-40- PROP 172	\$ -	\$ -	\$ 190	\$ 775	\$ -	\$ 965
125-30- EMT TRANSPORT FUND	\$ -	\$ 4,935	\$ 3,413	\$ 1,778	\$ 45,040	\$ 55,167
126-30- OPIOID SETTLEMENT	\$ -	\$ -	\$ -	\$ 49	\$ -	\$ 49
130-00- 1% PEG Program	\$ -	\$ 1,269	\$ -	\$ 167	\$ -	\$ 1,436
140-60- CASp Certification & Training Fund	\$ -	\$ -	\$ -	\$ 66	\$ -	\$ 66
150-50- OC HEADSTART (OCPT) BUILDING MAINT	\$ -	\$ 846	\$ -	\$ 6	\$ -	\$ 852
220-50- SEWER	\$ -	\$ 9,306	\$ 4,121	\$ 5,040	\$ 45,040	\$ 63,507
245-70- AB 2766 AIR POLLUTION REDUCTION	\$ -	\$ -	\$ -	\$ 45	\$ -	\$ 45
263-50- TRAFFIC IMPROVEMNT -MEASURE M2	\$ -	\$ 5,499	\$ -	\$ 3,428	\$ -	\$ 8,928
270-50- GAS TAX MAINTENANCE	\$ -	\$ -	\$ 2,932	\$ 2,175	\$ -	\$ 5,107
274-50- RMRA Road Maint Rehabilitation Account	\$ -	\$ 8,460	\$ -	\$ 2,615	\$ -	\$ 11,076
287-50- City-Wide TSIP	\$ -	\$ 846	\$ -	\$ 828	\$ -	\$ 1,674
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	\$ -	\$ 1,692	\$ 66	\$ 507	\$ -	\$ 2,266
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	\$ -	\$ 846	\$ 9	\$ 26	\$ -	\$ 881
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	\$ -	\$ -	\$ 9	\$ 60	\$ -	\$ 69

## ALLOCATION SUMMARY

	Council Support	Legislative Support	Employee Support	Budget Support	Communications	Total
<b>100-02-0201 CITY MANAGER</b>						
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	\$ -	\$ 13,114	\$ 380	\$ 350	\$ 45,040	\$ 58,884
312-60- SB2-BUILDING HOMES & JOBS ACT	\$ -	\$ 1,692	\$ -	\$ 1,507	\$ -	\$ 3,199
317-60- HOME	\$ -	\$ 4,653	\$ -	\$ 187	\$ 45,040	\$ 49,880
350-40- TRAFFIC SAFETY	\$ -	\$ -	\$ -	\$ 43	\$ -	\$ 43
353-40- FEDERAL POLICE GRANTS	\$ -	\$ 846	\$ -	\$ 7	\$ -	\$ 853
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERV	\$ -	\$ 282	\$ 280	\$ 419	\$ -	\$ 981
355-40- ASSET SEIZURE- FEDERAL	\$ -	\$ -	\$ -	\$ 196	\$ -	\$ 196
356-40- ASSET SEIZURE - STATE (85%)	\$ -	\$ -	\$ -	\$ 10	\$ -	\$ 10
358-40- RNSP - FEDERAL	\$ -	\$ -	\$ -	\$ 39	\$ -	\$ 39
360-40- ASSET SEIZURE - TREASURY	\$ -	\$ -	\$ -	\$ 61	\$ -	\$ 61
500-50- CAPITAL PROJECTS	\$ -	\$ 8,037	\$ -	\$ 2,145	\$ 45,040	\$ 55,223
510-70- PARK ACQUISITION (INFILL)	\$ -	\$ 8,460	\$ -	\$ 322	\$ -	\$ 8,783
512-70- EL MODENA PARK FACILITY - CELL TOWER FEE	\$ -	\$ 846	\$ -	\$ 48	\$ -	\$ 894
540-50- OLD TOWNE PARKING FACILITY	\$ -	\$ -	\$ -	\$ 6	\$ -	\$ 6
550-50- REIMBURSABLE CAPITAL PROJECTS	\$ -	\$ 1,692	\$ -	\$ 4,206	\$ -	\$ 5,898
551-70- GRIJALVA PARK FUND	\$ -	\$ 423	\$ -	\$ 3	\$ -	\$ 426
553-50- CITY INFRASTRUCTURE BOND	\$ -	\$ -	\$ -	\$ 222	\$ -	\$ 222
555-50- PARKING IN LIEU	\$ -	\$ -	\$ -	\$ 6	\$ -	\$ 6
560-30- FIRE FACILITY FEE DISTRICTS ALL COM 6/07	\$ -	\$ 1,128	\$ -	\$ 383	\$ -	\$ 1,511
570-40- POLICE FACILITY FEES	\$ -	\$ 282	\$ -	\$ 34	\$ -	\$ 316
573-70- LIBRARY FACILITY FEES	\$ -	\$ -	\$ -	\$ 77	\$ -	\$ 77
600-80- WATER	\$ -	\$ 13,537	\$ 10,425	\$ 27,909	\$ 45,040	\$ 96,911
710-50- EQUIPMENT EXPENSE	\$ -	\$ 846	\$ 1,738	\$ 1,968	\$ -	\$ 4,551
720-50- EQUIPMENT REPLACEMENT	\$ -	\$ 4,653	\$ -	\$ 1,949	\$ -	\$ 6,602
730-03- SELF INSURANCE - WORKERS COMPENSATION	\$ -	\$ -	\$ 484	\$ 2,807	\$ -	\$ 3,292
740-03- SELF INSURANCE - LIABILITY	\$ -	\$ 8,460	\$ 294	\$ 3,087	\$ -	\$ 11,842
752-14- SELF INSURANCE - DENTAL	\$ -	\$ -	\$ -	\$ 222	\$ -	\$ 222
760-00- EMPLOYEE ACCRUED LIABILITY	\$ -	\$ -	\$ -	\$ 2,530	\$ -	\$ 2,530
780-16- INFORMATION SYSTEMS FUND	\$ -	\$ 4,653	\$ 1,700	\$ 2,393	\$ 45,040	\$ 53,785
790-16- COMPUTER REPLACEMENT	\$ -	\$ 4,230	\$ -	\$ 1,730	\$ -	\$ 5,960
916-60- AFFORDABLE HOUSING - NEW CONSTRUCTION	\$ -	\$ -	\$ -	\$ 11	\$ -	\$ 11
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	\$ -	\$ 2,115	\$ 146	\$ 110	\$ -	\$ 2,372
940-98- ORANGE MERGED CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ 37	\$ -	\$ 37
952-98- CITY TRF: NW & SW MERGED 2003 TXBL BONDS	\$ -	\$ -	\$ -	\$ 84	\$ -	\$ 84
954-98- CITY TRF: MERGED 2008 TAX EXEMPT BONDS	\$ -	\$ -	\$ -	\$ 1,654	\$ -	\$ 1,654
-- Other	\$ 59,599	\$ -	\$ -	\$ -	\$ -	\$ 59,599
<b>Total</b>	<b>\$ 631,225</b>	<b>\$ 319,240</b>	<b>\$ 145,109</b>	<b>\$ 145,109</b>	<b>\$ 848,889</b>	<b>\$ 2,089,573</b>

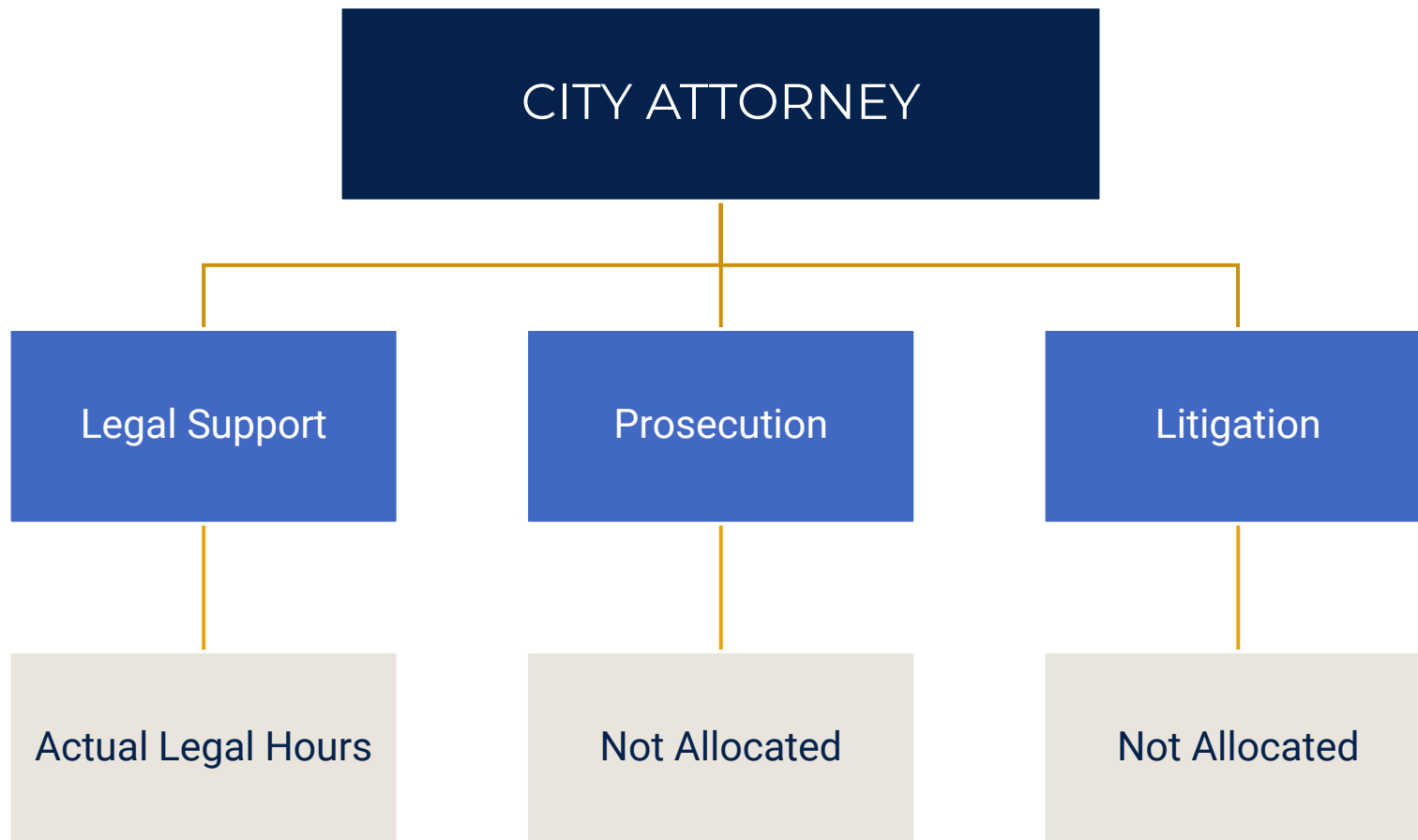


### 3 CITY ATTORNEY

The City Attorney is responsible for providing legal support and advice to City staff and elected and appointed officials. City Attorney costs are allocated to Receiving Departments as follows:

- **Legal Support** – represents the costs associated with providing legal counsel and services to City departments. These costs are allocated based on the number legal hours spent per department.
- **Prosecution** – represents the costs associated with prosecuting legal cases. These costs have not been allocated as this function is in service of the community.
- **Litigation** – represents the costs associated with managing and resolving legal disputes. These costs have not been allocated as this function is externally focused, rather than in support of specific departments.

The chart on the following page illustrates the functions and measures used to allocate City Attorney costs. The top tier shows the Central Service department, the second tier shows the functions developed, and the third tier shows the measures used to allocate costs citywide. The pages following the chart provide an aggregate picture of the department's expenses, a function-by-function breakdown of expenses, each function's allocation, and an allocation summary.



**COSTS TO BE ALLOCATED**

<b>100-03-0301 CITY ATTORNEY</b>	<b>First Allocation</b>	<b>Second Allocation</b>	<b>Total</b>
<b>Departmental Expenditures</b>	\$ 1,654,675		\$ 1,654,675
<b>Total Deductions</b>	\$ -		\$ -
<b>Incoming Costs</b>			
100-01-0101 CITY COUNCIL	\$ 279	\$ 2,199	\$ 2,478
100-02-0201 CITY MANAGER	\$ 43,381	\$ 4,892	\$ 48,273
100-04-0401 CITY CLERK		\$ 16,798	\$ 16,798
100-12-1201 FINANCE ADMIN		\$ 5,250	\$ 5,250
100-12-1205 PURCHASING AND WAREHOUSE		\$ 1,217	\$ 1,217
100-12-1221 GENERAL REVENUE		\$ 41	\$ 41
100-12-1231 GENERAL ACCOUNTING		\$ 7,462	\$ 7,462
100-14-1401 HUMAN RESOURCES		\$ 13,363	\$ 13,363
100-50-5028 FACILITY MAINTENANCE		\$ 24,679	\$ 24,679
<b>Total Incoming Costs</b>	\$ 43,660	\$ 75,901	\$ 119,561
<b>Total Cost Adjustments</b>	\$ -		\$ -
<b>Total Costs to be Allocated</b>	\$ 1,698,336	\$ 75,901	\$ 1,774,237

**100-03-0301 CITY ATTORNEY****EXPENSE DETAIL**

Expense Type	Expense (\$)
<b>Personnel</b>	
Salary and Benefits	\$ 1,226,480
<b>Subtotal Personnel Cost</b>	<b>\$ 1,226,480</b>
<b>Operating Services &amp; Supplies</b>	
Contractual Services	\$ 277,196
Materials and Supplies	\$ 40,746
Internal Service Costs	\$ 110,253
<b>Subtotal Operating Cost</b>	<b>\$ 428,195</b>
<b>DEPARTMENTAL EXPENDITURES</b>	<b>\$ 1,654,675</b>

<b>Disallowed Costs</b>	
<b>Subtotal Disallowed Costs</b>	<b>\$ -</b>
<b>Cost Adjustments</b>	
<b>Subtotal Cost Adjustments</b>	<b>\$ -</b>
<b>FUNCTIONAL COST</b>	<b>\$ 1,654,675</b>

<b>First Allocation</b>	
Incoming - All Others	\$ 43,660
Reallocate Admin Costs	\$ -
Unallocated Costs	\$ (940,295)
<b>Subtotal of First Allocation</b>	<b>\$ 758,041</b>

<b>Second Allocation</b>	
Incoming - All Others	\$ 75,901
Reallocate Admin Costs	\$ -
Unallocated Costs	\$ (42,023)
<b>Subtotal of Second Allocation</b>	<b>\$ 33,878</b>

<b>TOTAL ALLOCATED</b>	<b>\$ 791,919</b>
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Legal Support	Prosecution	Litigation
\$ 547,431	\$ 123,921	\$ 555,128
<b>\$ 547,431</b>	<b>\$ 123,921</b>	<b>\$ 555,128</b>
\$ 123,725	\$ 28,007	\$ 125,464
\$ 18,187	\$ 4,117	\$ 18,442
\$ 49,211	\$ 11,140	\$ 49,903
<b>\$ 191,122</b>	<b>\$ 43,264</b>	<b>\$ 193,809</b>
<b>\$ 738,553</b>	<b>\$ 167,185</b>	<b>\$ 748,937</b>

\$ -	\$ -	\$ -
\$ -	\$ -	\$ -
<b>\$ 738,553</b>	<b>\$ 167,185</b>	<b>\$ 748,937</b>

\$ 19,487	\$ 4,411	\$ 19,761
\$ -	\$ -	\$ -
\$ -	\$ (171,597)	\$ (768,698)
<b>\$ 758,041</b>	<b>\$ -</b>	<b>\$ -</b>

\$ 33,878	\$ 7,669	\$ 34,354
\$ -	\$ -	\$ -
\$ -	\$ (7,669)	\$ (34,354)
<b>\$ 33,878</b>	<b>\$ -</b>	<b>\$ -</b>

<b>\$ 791,919</b>	<b>\$ -</b>	<b>\$ -</b>
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**100-03-0301 CITY ATTORNEY****ALLOCATION DETAIL**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>Legal Support</b>							
100-02-0201 CITY MANAGER	200.00	8.741%	\$ 66,262		\$ 66,262		\$ 66,262
100-04-0401 CITY CLERK	400.00	17.483%	\$ 132,525		\$ 132,525	\$ 6,490	\$ 139,015
100-12-1201 FINANCE ADMIN	100.00	4.371%	\$ 33,131		\$ 33,131	\$ 1,623	\$ 34,754
100-14-1401 HUMAN RESOURCES	300.00	13.112%	\$ 99,393		\$ 99,393	\$ 4,868	\$ 104,261
100-50-5028 FACILITY MAINTENANCE	11.00	0.481%	\$ 3,644		\$ 3,644	\$ 178	\$ 3,823
100-20-2001 LIBRARY ADMINISTRATION	40.00	1.748%	\$ 13,252		\$ 13,252	\$ 649	\$ 13,901
100-30-3011 FIRE ADMINISTRATION	40.00	1.748%	\$ 13,252		\$ 13,252	\$ 649	\$ 13,901
100-40-4011 POLICE ADMINISTRATION	500.00	21.853%	\$ 165,656		\$ 165,656	\$ 8,113	\$ 173,768
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	11.00	0.481%	\$ 3,644		\$ 3,644	\$ 178	\$ 3,823
100-50-5011 ENGINEERING	18.00	0.787%	\$ 5,964		\$ 5,964	\$ 292	\$ 6,256
100-50-5012 DEVELOPMENT SERVICES	11.00	0.481%	\$ 3,644		\$ 3,644	\$ 178	\$ 3,823
100-50-5013 BUILDING & SAFETY	4.00	0.175%	\$ 1,325		\$ 1,325	\$ 65	\$ 1,390
100-50-5021 STREET MAINTENANCE SERVICES	22.00	0.962%	\$ 7,289		\$ 7,289	\$ 357	\$ 7,646
100-50-5022 REFUSE & SANITATION SERVICES	2.00	0.087%	\$ 663		\$ 663	\$ 32	\$ 695
100-50-5025 TREE MAINTENANCE	1.00	0.044%	\$ 331		\$ 331	\$ 16	\$ 348
100-50-5031 TRANSPORTATION PLANNING	7.00	0.306%	\$ 2,319		\$ 2,319	\$ 114	\$ 2,433
100-50-5032 TRAFFIC OPERATIONS	4.00	0.175%	\$ 1,325		\$ 1,325	\$ 65	\$ 1,390
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	254.00	11.101%	\$ 84,153		\$ 84,153	\$ 4,121	\$ 88,274
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	150.00	6.556%	\$ 49,697		\$ 49,697	\$ 2,434	\$ 52,130
220-50- SEWER	45.00	1.967%	\$ 14,909		\$ 14,909	\$ 730	\$ 15,639
270-50- GAS TAX MAINTENANCE	32.00	1.399%	\$ 10,602		\$ 10,602	\$ 519	\$ 11,121
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	1.00	0.044%	\$ 331		\$ 331	\$ 16	\$ 348
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	0.50	0.022%	\$ 166		\$ 166	\$ 8	\$ 174
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	0.50	0.022%	\$ 166		\$ 166	\$ 8	\$ 174
600-80- WATER	115.00	5.026%	\$ 38,101		\$ 38,101	\$ 1,866	\$ 39,967
710-50- EQUIPMENT EXPENSE	19.00	0.830%	\$ 6,295		\$ 6,295	\$ 308	\$ 6,603
<b>Total</b>	<b>2,288.00</b>	<b>100.000%</b>	<b>\$ 758,041</b>	<b>\$ -</b>	<b>\$ 758,041</b>	<b>\$ 33,878</b>	<b>\$ 791,919</b>

**Allocation Basis:****Actual Legal Hours****Source of Allocation:****Legal Hours Log**



## ALLOCATION SUMMARY

100-03-0301 CITY ATTORNEY	Legal Support	Total
100-02-0201 CITY MANAGER	\$ 66,262	\$ 66,262
100-04-0401 CITY CLERK	\$ 139,015	\$ 139,015
100-12-1201 FINANCE ADMIN	\$ 34,754	\$ 34,754
100-14-1401 HUMAN RESOURCES	\$ 104,261	\$ 104,261
100-50-5028 FACILITY MAINTENANCE	\$ 3,823	\$ 3,823
100-20-2001 LIBRARY ADMINISTRATION	\$ 13,901	\$ 13,901
100-30-3011 FIRE ADMINISTRATION	\$ 13,901	\$ 13,901
100-40-4011 POLICE ADMINISTRATION	\$ 173,768	\$ 173,768
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	\$ 3,823	\$ 3,823
100-50-5011 ENGINEERING	\$ 6,256	\$ 6,256
100-50-5012 DEVELOPMENT SERVICES	\$ 3,823	\$ 3,823
100-50-5013 BUILDING & SAFETY	\$ 1,390	\$ 1,390
100-50-5021 STREET MAINTENANCE SERVICES	\$ 7,646	\$ 7,646
100-50-5022 REFUSE & SANITATION SERVICES	\$ 695	\$ 695
100-50-5025 TREE MAINTENANCE	\$ 348	\$ 348
100-50-5031 TRANSPORTATION PLANNING	\$ 2,433	\$ 2,433
100-50-5032 TRAFFIC OPERATIONS	\$ 1,390	\$ 1,390
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	\$ 88,274	\$ 88,274
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	\$ 52,130	\$ 52,130
220-50- SEWER	\$ 15,639	\$ 15,639
270-50- GAS TAX MAINTENANCE	\$ 11,121	\$ 11,121
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	\$ 348	\$ 348
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	\$ 174	\$ 174
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	\$ 174	\$ 174
600-80- WATER	\$ 39,967	\$ 39,967
710-50- EQUIPMENT EXPENSE	\$ 6,603	\$ 6,603
<b>Total</b>	<b>\$ 791,919</b>	<b>\$ 791,919</b>



## 4 CITY CLERK

The City Clerk's Office is responsible for interfacing with the public on behalf of the City and maintaining all City records. The Department's scope of activities includes assisting the Mayor and City Council, conducting research, managing records, and providing customer service to the public. Costs associated with the City Clerk are allocated to Receiving Departments as follows:

- **City Council Support** – represents the costs associated with supporting the operations and activities of the City Council. These costs are allocated based on the number of agenda items per department.
- **Boards, Committees, and Commissions** – represents the costs associated with supporting the activities of boards, committees, and commissions. These costs are allocated based on the number of Boards, Committees, and Commissions per department.
- **Records Management** – represents the costs associated with maintaining records for City departments. These costs are allocated equally to all departments.
- **Public Records Requests** – represents the costs associated with processing public records requests. These costs are allocated based on the number of public records requests per department.
- **Campaign Disclosures / FPPC Filings** – represents the costs associated with managing campaign disclosures and Fair Political Practices Commission (FPPC) filings. These costs are allocated based on the number of filings per department.
- **Subpoenas, Claims, and Summons** – represents the costs associated with processing subpoenas, claims, and summons. These costs have been allocated directly to the Fire and Community Development divisions and funds supported.
- **Elections** – represents the costs associated with conducting elections. These costs have not been allocated as this function is in service of the community.
- **Passports** – represents the costs associated with processing passport applications. These costs have not been allocated as this function is in service of the community.

The chart on the following page illustrates the functions and measures used to allocate City Clerk costs. The top tier shows the Central Service department, the second tier shows the functions developed, and the third tier shows the measures used to allocate costs citywide. The pages following the chart provide an aggregate picture of the department's expenses, a function-by-function breakdown of expenses, each function's allocation, and an allocation summary.



**COSTS TO BE ALLOCATED**

<b>100-04-0401 CITY CLERK</b>	<b>First Allocation</b>	<b>Second Allocation</b>	<b>Total</b>
<b>Departmental Expenditures</b>	\$ 1,451,335		\$ 1,451,335
<b>Total Deductions</b>	\$ -		\$ -
<b>Incoming Costs</b>			
100-01-0101 CITY COUNCIL	\$ 8,516	\$ 67,063	\$ 75,579
100-02-0201 CITY MANAGER	\$ 88,986	\$ 9,802	\$ 98,787
100-03-0301 CITY ATTORNEY	\$ 132,525	\$ 6,490	\$ 139,015
100-04-0401 CITY CLERK		\$ 102,131	\$ 102,131
100-12-1201 FINANCE ADMIN		\$ 4,688	\$ 4,688
100-12-1205 PURCHASING AND WAREHOUSE		\$ 4,412	\$ 4,412
100-12-1221 GENERAL REVENUE		\$ 20,502	\$ 20,502
100-12-1231 GENERAL ACCOUNTING		\$ 9,614	\$ 9,614
100-14-1401 HUMAN RESOURCES		\$ 25,698	\$ 25,698
100-50-5028 FACILITY MAINTENANCE		\$ 34,600	\$ 34,600
<b>Total Incoming Costs</b>	\$ 230,026	\$ 285,000	\$ 515,026
<b>Total Cost Adjustments</b>	\$ -		\$ -
<b>Total Costs to be Allocated</b>	\$ 1,681,361	\$ 285,000	\$ 1,966,361

## 100-04-0401 CITY CLERK

## EXPENSE DETAIL

Expense Type	Expense (\$)	General Admin	City Council Support	Boards, Committees, and Commissions	Records Management	Public Records Requests	Campaign Disclosures / FPPC Filings	Subpoenas, Claims, and Summons	Elections	Passports
<b>Personnel</b>										
Salary and Benefits	\$ 977,613	\$ 254,179	\$ 221,592	\$ 110,796	\$ 104,279	\$ 91,244	\$ 13,035	\$ 52,139	\$ 52,139	\$ 78,209
<b>Subtotal Personnel Cost</b>	<b>\$ 977,613</b>	<b>\$ 254,179</b>	<b>\$ 221,592</b>	<b>\$ 110,796</b>	<b>\$ 104,279</b>	<b>\$ 91,244</b>	<b>\$ 13,035</b>	<b>\$ 52,139</b>	<b>\$ 52,139</b>	<b>\$ 78,209</b>
<b>Operating Services &amp; Supplies</b>										
Contractual Services	\$ 141,990	\$ 36,917	\$ 32,184	\$ 16,092	\$ 15,146	\$ 13,252	\$ 1,893	\$ 7,573	\$ 7,573	\$ 11,359
Miscellaneous Expenditures	\$ 244,500	\$ 63,570	\$ 55,420	\$ 27,710	\$ 26,080	\$ 22,820	\$ 3,260	\$ 13,040	\$ 13,040	\$ 19,560
Materials and Supplies	\$ 15,034	\$ 3,909	\$ 3,408	\$ 1,704	\$ 1,604	\$ 1,403	\$ 200	\$ 802	\$ 802	\$ 1,203
Internal Service Costs	\$ 72,198	\$ 18,771	\$ 16,365	\$ 8,182	\$ 7,701	\$ 6,738	\$ 963	\$ 3,851	\$ 3,851	\$ 5,776
<b>Subtotal Operating Cost</b>	<b>\$ 473,722</b>	<b>\$ 123,168</b>	<b>\$ 107,377</b>	<b>\$ 53,688</b>	<b>\$ 50,530</b>	<b>\$ 44,214</b>	<b>\$ 6,316</b>	<b>\$ 25,265</b>	<b>\$ 25,265</b>	<b>\$ 37,898</b>
<b>DEPARTMENTAL EXPENDITURES</b>	<b>\$1,451,335</b>	<b>\$ 377,347</b>	<b>\$ 328,969</b>	<b>\$ 164,485</b>	<b>\$ 154,809</b>	<b>\$ 135,458</b>	<b>\$ 19,351</b>	<b>\$ 77,405</b>	<b>\$ 77,405</b>	<b>\$ 116,107</b>
<b>Disallowed Costs</b>										
<b>Subtotal Disallowed Costs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Cost Adjustments</b>										
<b>Subtotal Cost Adjustments</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>FUNCTIONAL COST</b>	<b>\$1,451,335</b>	<b>\$ 377,347</b>	<b>\$ 328,969</b>	<b>\$ 164,485</b>	<b>\$ 154,809</b>	<b>\$ 135,458</b>	<b>\$ 19,351</b>	<b>\$ 77,405</b>	<b>\$ 77,405</b>	<b>\$ 116,107</b>
<b>First Allocation</b>										
Incoming - All Others	\$ 230,026	\$ 59,807	\$ 52,139	\$ 26,070	\$ 24,536	\$ 21,469	\$ 3,067	\$ 12,268	\$ 12,268	\$ 18,402
Reallocate Admin Costs	\$ 0	\$ (437,154)	\$ 133,903	\$ 66,952	\$ 63,013	\$ 55,137	\$ 7,877	\$ 31,507	\$ 31,507	\$ 47,260
Unallocated Costs	\$ (302,948)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (121,179)	\$ (181,769)
<b>Subtotal of First Allocation</b>	<b>\$1,378,413</b>		<b>\$ 515,012</b>	<b>\$ 257,506</b>	<b>\$ 242,358</b>	<b>\$ 212,064</b>	<b>\$ 30,295</b>	<b>\$ 121,179</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Second Allocation</b>										
Incoming - All Others	\$ 285,000	\$ 74,100	\$ 64,600	\$ 32,300	\$ 30,400	\$ 26,600	\$ 3,800	\$ 15,200	\$ 15,200	\$ 22,800
Reallocate Admin Costs	\$ 0	\$ (74,100)	\$ 22,697	\$ 11,349	\$ 10,681	\$ 9,346	\$ 1,335	\$ 5,341	\$ 5,341	\$ 8,011
Unallocated Costs	\$ (51,351)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (20,541)	\$ (30,811)
<b>Subtotal of Second Allocation</b>	<b>\$ 233,648</b>		<b>\$ 87,297</b>	<b>\$ 43,649</b>	<b>\$ 41,081</b>	<b>\$ 35,946</b>	<b>\$ 5,135</b>	<b>\$ 20,541</b>	<b>\$ -</b>	<b>\$ -</b>
<b>TOTAL ALLOCATED</b>	<b>\$1,612,062</b>		<b>\$ 602,309</b>	<b>\$ 301,154</b>	<b>\$ 283,439</b>	<b>\$ 248,009</b>	<b>\$ 35,430</b>	<b>\$ 141,720</b>	<b>\$ -</b>	<b>\$ -</b>

**100-04-0401 CITY CLERK****ALLOCATION DETAIL**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>City Council Support</b>							
100-02-0201 CITY MANAGER	12.00	3.380%	\$ 17,409		\$ 17,409		\$ 17,409
100-03-0301 CITY ATTORNEY	2.00	0.563%	\$ 2,901		\$ 2,901		\$ 2,901
100-04-0401 CITY CLERK	61.00	17.183%	\$ 88,495		\$ 88,495		\$ 88,495
100-12-1201 FINANCE ADMIN	24.00	6.761%	\$ 34,818		\$ 34,818	\$ 7,483	\$ 42,300
100-12-1231 GENERAL ACCOUNTING	2.00	0.563%	\$ 2,901		\$ 2,901	\$ 624	\$ 3,525
100-14-1401 HUMAN RESOURCES	12.00	3.380%	\$ 17,409		\$ 17,409	\$ 3,741	\$ 21,150
100-50-5028 FACILITY MAINTENANCE	4.50	1.268%	\$ 6,528		\$ 6,528	\$ 1,403	\$ 7,931
100-02-0218 ECONOMIC DEVELOPMENT	3.00	0.845%	\$ 4,352		\$ 4,352	\$ 935	\$ 5,288
100-20-2001 LIBRARY ADMINISTRATION	7.00	1.972%	\$ 10,155		\$ 10,155	\$ 2,182	\$ 12,338
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	2.00	0.563%	\$ 2,901		\$ 2,901	\$ 624	\$ 3,525
100-20-2016 ADULT & BRANCH SERVICES	1.00	0.282%	\$ 1,451		\$ 1,451	\$ 312	\$ 1,763
100-30-3001 OFFICE OF THE FIRE CHIEF	1.83	0.516%	\$ 2,660		\$ 2,660	\$ 572	\$ 3,231
100-30-3011 FIRE ADMINISTRATION	3.00	0.845%	\$ 4,352		\$ 4,352	\$ 935	\$ 5,288
100-30-3021 FIRE SUPPRESSION	2.00	0.563%	\$ 2,901		\$ 2,901	\$ 624	\$ 3,525
100-30-3023 FIRE TRAINING	1.00	0.282%	\$ 1,451		\$ 1,451	\$ 312	\$ 1,763
100-30-3024 Strike Team	2.00	0.563%	\$ 2,901		\$ 2,901	\$ 624	\$ 3,525
100-40-4001 OFFICE OF THE POLICE CHIEF	0.33	0.094%	\$ 484		\$ 484	\$ 104	\$ 588
100-40-4011 POLICE ADMINISTRATION	11.00	3.099%	\$ 15,958		\$ 15,958	\$ 3,430	\$ 19,388
100-40-4021 PATROL	1.00	0.282%	\$ 1,451		\$ 1,451	\$ 312	\$ 1,763
100-40-4031 DETECTIVES	2.00	0.563%	\$ 2,901		\$ 2,901	\$ 624	\$ 3,525
100-40-4033 NARCOTICS	2.00	0.563%	\$ 2,901		\$ 2,901	\$ 624	\$ 3,525
100-40-4034 LAB/PROPERTY	1.00	0.282%	\$ 1,451		\$ 1,451	\$ 312	\$ 1,763
100-40-4041 TRAFFIC SERVICES	2.00	0.563%	\$ 2,901		\$ 2,901	\$ 624	\$ 3,525
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	36.00	10.141%	\$ 52,227		\$ 52,227	\$ 11,224	\$ 63,450
100-50-5021 STREET MAINTENANCE SERVICES	1.00	0.282%	\$ 1,451		\$ 1,451	\$ 312	\$ 1,763
100-50-5025 TREE MAINTENANCE	1.50	0.423%	\$ 2,176		\$ 2,176	\$ 468	\$ 2,644
100-50-5032 TRAFFIC OPERATIONS	4.00	1.127%	\$ 5,803		\$ 5,803	\$ 1,247	\$ 7,050
100-50-5074 TRANSPORTATION SERVICES	1.00	0.282%	\$ 1,451		\$ 1,451	\$ 312	\$ 1,763
100-50-5095 Reimbursable	1.00	0.282%	\$ 1,451		\$ 1,451	\$ 312	\$ 1,763
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	8.75	2.465%	\$ 12,694		\$ 12,694	\$ 2,728	\$ 15,422
100-60-6021 CURRENT PLANNING	1.00	0.282%	\$ 1,451		\$ 1,451	\$ 312	\$ 1,763
100-60-6031 BUILDING INSPECTION	1.00	0.282%	\$ 1,451		\$ 1,451	\$ 312	\$ 1,763
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	9.00	2.535%	\$ 13,057		\$ 13,057	\$ 2,806	\$ 15,863
100-70-7011 LEISURE SERVICES	1.50	0.423%	\$ 2,176		\$ 2,176	\$ 468	\$ 2,644
100-70-7015 SPECIAL EVENTS	2.00	0.563%	\$ 2,901		\$ 2,901	\$ 624	\$ 3,525
100-70-7022 ENVIRONMENTAL SERVICES	6.00	1.690%	\$ 8,704		\$ 8,704	\$ 1,871	\$ 10,575
125-30- EMT TRANSPORT FUND	5.83	1.643%	\$ 8,463		\$ 8,463	\$ 1,819	\$ 10,281

**100-04-0401 CITY CLERK****ALLOCATION DETAIL**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
130-00- 1% PEG Program	1.50	0.423%	\$ 2,176		\$ 2,176	\$ 468	\$ 2,644
150-50- OC HEADSTART (OCPT) BUILDING MAINT	1.00	0.282%	\$ 1,451		\$ 1,451	\$ 312	\$ 1,763
220-50- SEWER	11.00	3.099%	\$ 15,958		\$ 15,958	\$ 3,430	\$ 19,388
263-50- TRAFFIC IMPROVEMNT -MEASURE M2	6.50	1.831%	\$ 9,430		\$ 9,430	\$ 2,027	\$ 11,456
274-50- RMRA Road Maint Rehabilitation Account	10.00	2.817%	\$ 14,507		\$ 14,507	\$ 3,118	\$ 17,625
287-50- City-Wide TSIP	1.00	0.282%	\$ 1,451		\$ 1,451	\$ 312	\$ 1,763
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	2.00	0.563%	\$ 2,901		\$ 2,901	\$ 624	\$ 3,525
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	1.00	0.282%	\$ 1,451		\$ 1,451	\$ 312	\$ 1,763
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	7.75	2.183%	\$ 11,243		\$ 11,243	\$ 2,416	\$ 13,659
312-60- SB2-BUILDING HOMES & JOBS ACT	1.00	0.282%	\$ 1,451		\$ 1,451	\$ 312	\$ 1,763
317-60- HOME	2.75	0.775%	\$ 3,990		\$ 3,990	\$ 857	\$ 4,847
353-40- FEDERAL POLICE GRANTS	1.00	0.282%	\$ 1,451		\$ 1,451	\$ 312	\$ 1,763
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERV	0.33	0.094%	\$ 484		\$ 484	\$ 104	\$ 588
500-50- CAPITAL PROJECTS	9.50	2.676%	\$ 13,782		\$ 13,782	\$ 2,962	\$ 16,744
510-70- PARK ACQUISITION (INFILL)	10.00	2.817%	\$ 14,507		\$ 14,507	\$ 3,118	\$ 17,625
512-70- EL MODENA PARK FACILITY - CELL TOWER FEE	1.00	0.282%	\$ 1,451		\$ 1,451	\$ 312	\$ 1,763
550-50- REIMBURSABLE CAPITAL PROJECTS	2.00	0.563%	\$ 2,901		\$ 2,901	\$ 624	\$ 3,525
551-70- GRIJALVA PARK FUND	0.50	0.141%	\$ 725		\$ 725	\$ 156	\$ 881
560-30- FIRE FACILITY FEE DISTRICTS ALL COM 6/07	1.33	0.376%	\$ 1,934		\$ 1,934	\$ 416	\$ 2,350
570-40- POLICE FACILITY FEES	0.33	0.094%	\$ 484		\$ 484	\$ 104	\$ 588
600-80- WATER	16.00	4.507%	\$ 23,212		\$ 23,212	\$ 4,988	\$ 28,200
710-50- EQUIPMENT EXPENSE	1.00	0.282%	\$ 1,451		\$ 1,451	\$ 312	\$ 1,763
720-50- EQUIPMENT REPLACEMENT	5.50	1.549%	\$ 7,979		\$ 7,979	\$ 1,715	\$ 9,694
740-03- SELF INSURANCE - LIABILITY	10.00	2.817%	\$ 14,507		\$ 14,507	\$ 3,118	\$ 17,625
780-16- INFORMATION SYSTEMS FUND	5.50	1.549%	\$ 7,979		\$ 7,979	\$ 1,715	\$ 9,694
790-16- COMPUTER REPLACEMENT	5.00	1.408%	\$ 7,254		\$ 7,254	\$ 1,559	\$ 8,813
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	1.25	0.352%	\$ 1,813		\$ 1,813	\$ 390	\$ 2,203
<b>Total</b>	<b>355.00</b>	<b>100.000%</b>	<b>\$ 515,012</b>	<b>\$ -</b>	<b>\$ 515,012</b>	<b>\$ 87,297</b>	<b>\$ 602,309</b>

**Allocation Basis:**

# of Council Agenda Items

**Source of Allocation:**

City Council Agenda Report

100-04-0401 CITY CLERK

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Boards, Committees, and Commissions							
100-02-0201 CITY MANAGER	1.00	1.205%	\$ 3,102		\$ 3,102		\$ 3,102
100-12-1201 FINANCE ADMIN	3.00	3.614%	\$ 9,307		\$ 9,307	\$ 1,597	\$ 10,904
100-20-2001 LIBRARY ADMINISTRATION	15.00	18.072%	\$ 46,537		\$ 46,537	\$ 7,984	\$ 54,522
100-50-5032 TRAFFIC OPERATIONS	6.00	7.229%	\$ 18,615		\$ 18,615	\$ 3,194	\$ 21,809
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	48.00	57.831%	\$ 148,919		\$ 148,919	\$ 25,550	\$ 174,469
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	6.00	7.229%	\$ 18,615		\$ 18,615	\$ 3,194	\$ 21,809
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	4.00	4.819%	\$ 12,410		\$ 12,410	\$ 2,129	\$ 14,539
Total	83.00	100.000%	\$ 257,506	\$ -	\$ 257,506	\$ 43,649	\$ 301,154

Allocation Basis: # of Boards, Committees, and Commissions

Source of Allocation: BCC - Dept Support Chart



**100-04-0401 CITY CLERK****ALLOCATION DETAIL**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>Records Management</b>							
100-01-0101 CITY COUNCIL	1.00	4.348%	\$ 10,537		\$ 10,537		\$ 10,537
100-02-0201 CITY MANAGER	1.00	4.348%	\$ 10,537		\$ 10,537		\$ 10,537
100-03-0301 CITY ATTORNEY	1.00	4.348%	\$ 10,537		\$ 10,537		\$ 10,537
100-04-0401 CITY CLERK	1.00	4.348%	\$ 10,537		\$ 10,537		\$ 10,537
100-12-1201 FINANCE ADMIN	0.25	1.087%	\$ 2,634		\$ 2,634	\$ 541	\$ 3,175
100-12-1205 PURCHASING AND WAREHOUSE	0.25	1.087%	\$ 2,634		\$ 2,634	\$ 541	\$ 3,175
100-12-1221 GENERAL REVENUE	0.25	1.087%	\$ 2,634		\$ 2,634	\$ 541	\$ 3,175
100-12-1231 GENERAL ACCOUNTING	0.25	1.087%	\$ 2,634		\$ 2,634	\$ 541	\$ 3,175
100-14-1401 HUMAN RESOURCES	1.00	4.348%	\$ 10,537		\$ 10,537	\$ 2,162	\$ 12,699
100-50-5028 FACILITY MAINTENANCE	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
100-20-2001 LIBRARY ADMINISTRATION	0.20	0.870%	\$ 2,107		\$ 2,107	\$ 432	\$ 2,540
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	0.20	0.870%	\$ 2,107		\$ 2,107	\$ 432	\$ 2,540
100-20-2014 LENDING SERVICES	0.20	0.870%	\$ 2,107		\$ 2,107	\$ 432	\$ 2,540
100-20-2016 ADULT & BRANCH SERVICES	0.20	0.870%	\$ 2,107		\$ 2,107	\$ 432	\$ 2,540
100-20-2017 CHILDREN & TEEN SERVICES	0.20	0.870%	\$ 2,107		\$ 2,107	\$ 432	\$ 2,540
100-30-3001 OFFICE OF THE FIRE CHIEF	0.17	0.725%	\$ 1,756		\$ 1,756	\$ 360	\$ 2,117
100-30-3011 FIRE ADMINISTRATION	0.17	0.725%	\$ 1,756		\$ 1,756	\$ 360	\$ 2,117
100-30-3012 FIRE PREVENTION	0.17	0.725%	\$ 1,756		\$ 1,756	\$ 360	\$ 2,117
100-30-3021 FIRE SUPPRESSION	0.17	0.725%	\$ 1,756		\$ 1,756	\$ 360	\$ 2,117
100-30-3022 PARAMEDICS	0.17	0.725%	\$ 1,756		\$ 1,756	\$ 360	\$ 2,117
100-30-3023 FIRE TRAINING	0.17	0.725%	\$ 1,756		\$ 1,756	\$ 360	\$ 2,117
100-40-4001 OFFICE OF THE POLICE CHIEF	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
100-40-4011 POLICE ADMINISTRATION	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
100-40-4012 DISPATCH	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
100-40-4013 RECORDS	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
100-40-4021 PATROL	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
100-40-4031 DETECTIVES	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
100-40-4032 GANGS	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
100-40-4033 NARCOTICS	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
100-40-4034 LAB/PROPERTY	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
100-40-4041 TRAFFIC SERVICES	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
100-50-5011 ENGINEERING	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
100-50-5012 DEVELOPMENT SERVICES	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
100-50-5013 BUILDING & SAFETY	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
100-50-5021 STREET MAINTENANCE SERVICES	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
100-50-5022 REFUSE & SANITATION SERVICES	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
100-50-5025 TREE MAINTENANCE	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270

**100-04-0401 CITY CLERK****ALLOCATION DETAIL**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
100-50-5031 TRANSPORTATION PLANNING	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
100-50-5032 TRAFFIC OPERATIONS	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	0.17	0.725%	\$ 1,756		\$ 1,756	\$ 360	\$ 2,117
100-60-6011 ADVANCE PLANNING	0.17	0.725%	\$ 1,756		\$ 1,756	\$ 360	\$ 2,117
100-60-6021 CURRENT PLANNING	0.17	0.725%	\$ 1,756		\$ 1,756	\$ 360	\$ 2,117
100-60-6031 BUILDING INSPECTION	0.17	0.725%	\$ 1,756		\$ 1,756	\$ 360	\$ 2,117
100-60-6032 CODE ENFORCEMENT	0.17	0.725%	\$ 1,756		\$ 1,756	\$ 360	\$ 2,117
100-60-6034 PERMIT SERVICES	0.17	0.725%	\$ 1,756		\$ 1,756	\$ 360	\$ 2,117
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	0.20	0.870%	\$ 2,107		\$ 2,107	\$ 432	\$ 2,540
100-70-7011 LEISURE SERVICES	0.20	0.870%	\$ 2,107		\$ 2,107	\$ 432	\$ 2,540
100-70-7014 RECREATION - ATHLETICS	0.20	0.870%	\$ 2,107		\$ 2,107	\$ 432	\$ 2,540
100-70-7022 ENVIRONMENTAL SERVICES	0.20	0.870%	\$ 2,107		\$ 2,107	\$ 432	\$ 2,540
100-70-7041 SENIOR SERVICES	0.20	0.870%	\$ 2,107		\$ 2,107	\$ 432	\$ 2,540
100-98-9810 RDA ADMINISTRATION & OPERATIONS	1.00	4.348%	\$ 10,537		\$ 10,537	\$ 2,162	\$ 12,699
125-30- EMT TRANSPORT FUND	1.00	4.348%	\$ 10,537		\$ 10,537	\$ 2,162	\$ 12,699
220-50- SEWER	1.00	4.348%	\$ 10,537		\$ 10,537	\$ 2,162	\$ 12,699
270-50- GAS TAX MAINTENANCE	1.00	4.348%	\$ 10,537		\$ 10,537	\$ 2,162	\$ 12,699
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
312-60- SB2-BUILDING HOMES & JOBS ACT	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
317-60- HOME	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
350-40- TRAFFIC SAFETY	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
353-40- FEDERAL POLICE GRANTS	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERV	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
355-40- ASSET SEIZURE- FEDERAL	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
356-40- ASSET SEIZURE - STATE (85%)	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
358-40- RNSP - FEDERAL	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
360-40- ASSET SEIZURE - TREASURY	0.10	0.435%	\$ 1,054		\$ 1,054	\$ 216	\$ 1,270
500-50- CAPITAL PROJECTS	1.00	4.348%	\$ 10,537		\$ 10,537	\$ 2,162	\$ 12,699
600-80- WATER	1.00	4.348%	\$ 10,537		\$ 10,537	\$ 2,162	\$ 12,699
710-50- EQUIPMENT EXPENSE	1.00	4.348%	\$ 10,537		\$ 10,537	\$ 2,162	\$ 12,699
730-03- SELF INSURANCE - WORKERS COMPENSATION	1.00	4.348%	\$ 10,537		\$ 10,537	\$ 2,162	\$ 12,699
740-03- SELF INSURANCE - LIABILITY	1.00	4.348%	\$ 10,537		\$ 10,537	\$ 2,162	\$ 12,699
780-16- INFORMATION SYSTEMS FUND	1.00	4.348%	\$ 10,537		\$ 10,537	\$ 2,162	\$ 12,699
<b>Total</b>	<b>23.00</b>	<b>100.000%</b>	<b>\$ 242,358</b>	<b>\$ -</b>	<b>\$242,358</b>	<b>\$41,081</b>	<b>\$283,439</b>

**Allocation Basis:****Equal to All**

**100-04-0401 CITY CLERK****ALLOCATION DETAIL**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>Public Records Requests</b>							
100-01-0101 CITY COUNCIL	6.00	0.737%	\$ 1,563		\$ 1,563		\$ 1,563
100-02-0201 CITY MANAGER	8.00	0.983%	\$ 2,084		\$ 2,084		\$ 2,084
100-03-0301 CITY ATTORNEY	11.00	1.351%	\$ 2,866		\$ 2,866		\$ 2,866
100-04-0401 CITY CLERK	10.00	1.229%	\$ 2,605		\$ 2,605		\$ 2,605
100-12-1221 GENERAL REVENUE	22.00	2.703%	\$ 5,731		\$ 5,731	\$ 1,015	\$ 6,747
100-12-1231 GENERAL ACCOUNTING	17.00	2.088%	\$ 4,429		\$ 4,429	\$ 784	\$ 5,213
100-14-1401 HUMAN RESOURCES	4.00	0.491%	\$ 1,042		\$ 1,042	\$ 185	\$ 1,227
100-50-5028 FACILITY MAINTENANCE	11.00	1.351%	\$ 2,866		\$ 2,866	\$ 508	\$ 3,373
100-30-3001 OFFICE OF THE FIRE CHIEF	82.00	10.074%	\$ 21,363		\$ 21,363	\$ 3,784	\$ 25,146
100-40-4001 OFFICE OF THE POLICE CHIEF	53.00	6.511%	\$ 13,808		\$ 13,808	\$ 2,446	\$ 16,253
100-50-5011 ENGINEERING	4.00	0.491%	\$ 1,042		\$ 1,042	\$ 185	\$ 1,227
100-50-5012 DEVELOPMENT SERVICES	14.00	1.720%	\$ 3,647		\$ 3,647	\$ 646	\$ 4,293
100-50-5032 TRAFFIC OPERATIONS	16.00	1.966%	\$ 4,168		\$ 4,168	\$ 738	\$ 4,907
100-60-6021 CURRENT PLANNING	31.00	3.808%	\$ 8,076		\$ 8,076	\$ 1,430	\$ 9,507
100-60-6031 BUILDING INSPECTION	477.00	58.600%	\$ 124,268		\$ 124,268	\$ 22,011	\$ 146,279
100-60-6032 CODE ENFORCEMENT	42.00	5.160%	\$ 10,942		\$ 10,942	\$ 1,938	\$ 12,880
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	6.00	0.737%	\$ 1,563		\$ 1,563	\$ 277	\$ 1,840
<b>Total</b>	<b>814.00</b>	<b>100.000%</b>	<b>\$ 212,064</b>	<b>\$ -</b>	<b>\$ 212,064</b>	<b>\$ 35,946</b>	<b>\$ 248,009</b>

**Allocation Basis:**

# of Public Records Requests

**Source of Allocation:**

PRR by Department and PRR Details

**100-04-0401 CITY CLERK****ALLOCATION DETAIL**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>Campaign Disclosures / FPPC Filings</b>							
100-02-0201 CITY MANAGER	44.00	5.970%	\$ 1,809		\$ 1,809		\$ 1,809
100-03-0301 CITY ATTORNEY	12.00	1.628%	\$ 493		\$ 493		\$ 493
100-04-0401 CITY CLERK	12.00	1.628%	\$ 493		\$ 493		\$ 493
100-12-1201 FINANCE ADMIN	68.00	9.227%	\$ 2,795		\$ 2,795	\$ 522	\$ 3,317
100-12-1205 PURCHASING AND WAREHOUSE	8.00	1.085%	\$ 329		\$ 329	\$ 61	\$ 390
100-12-1221 GENERAL REVENUE	4.00	0.543%	\$ 164		\$ 164	\$ 31	\$ 195
100-12-1231 GENERAL ACCOUNTING	4.00	0.543%	\$ 164		\$ 164	\$ 31	\$ 195
100-14-1401 HUMAN RESOURCES	16.00	2.171%	\$ 658		\$ 658	\$ 123	\$ 781
100-20-2001 LIBRARY ADMINISTRATION	28.00	3.799%	\$ 1,151		\$ 1,151	\$ 215	\$ 1,366
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	4.00	0.543%	\$ 164		\$ 164	\$ 31	\$ 195
100-20-2014 LENDING SERVICES	4.00	0.543%	\$ 164		\$ 164	\$ 31	\$ 195
100-20-2016 ADULT & BRANCH SERVICES	4.00	0.543%	\$ 164		\$ 164	\$ 31	\$ 195
100-20-2017 CHILDREN & TEEN SERVICES	4.00	0.543%	\$ 164		\$ 164	\$ 31	\$ 195
100-30-3001 OFFICE OF THE FIRE CHIEF	4.00	0.543%	\$ 164		\$ 164	\$ 31	\$ 195
100-30-3011 FIRE ADMINISTRATION	4.00	0.543%	\$ 164		\$ 164	\$ 31	\$ 195
100-30-3012 FIRE PREVENTION	8.00	1.085%	\$ 329		\$ 329	\$ 61	\$ 390
100-30-3021 FIRE SUPPRESSION	84.00	11.398%	\$ 3,453		\$ 3,453	\$ 645	\$ 4,098
100-30-3022 PARAMEDICS	36.00	4.885%	\$ 1,480		\$ 1,480	\$ 276	\$ 1,756
100-30-3023 FIRE TRAINING	8.00	1.085%	\$ 329		\$ 329	\$ 61	\$ 390
100-40-4001 OFFICE OF THE POLICE CHIEF	4.00	0.543%	\$ 164		\$ 164	\$ 31	\$ 195
100-40-4011 POLICE ADMINISTRATION	16.00	2.171%	\$ 658		\$ 658	\$ 123	\$ 781
100-40-4021 PATROL	20.00	2.714%	\$ 822		\$ 822	\$ 154	\$ 976
100-40-4031 DETECTIVES	8.00	1.085%	\$ 329		\$ 329	\$ 61	\$ 390
100-40-4041 TRAFFIC SERVICES	4.00	0.543%	\$ 164		\$ 164	\$ 31	\$ 195
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	40.00	5.427%	\$ 1,644		\$ 1,644	\$ 307	\$ 1,951
100-50-5011 ENGINEERING	18.00	2.442%	\$ 740		\$ 740	\$ 138	\$ 878
100-50-5012 DEVELOPMENT SERVICES	2.00	0.271%	\$ 82		\$ 82	\$ 15	\$ 98
100-50-5031 TRANSPORTATION PLANNING	6.00	0.814%	\$ 247		\$ 247	\$ 46	\$ 293
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	75.00	10.176%	\$ 3,083		\$ 3,083	\$ 576	\$ 3,659
100-60-6011 ADVANCE PLANNING	16.00	2.171%	\$ 658		\$ 658	\$ 123	\$ 781
100-60-6021 CURRENT PLANNING	4.00	0.543%	\$ 164		\$ 164	\$ 31	\$ 195
100-60-6031 BUILDING INSPECTION	20.00	2.714%	\$ 822		\$ 822	\$ 154	\$ 976
100-60-6032 CODE ENFORCEMENT	36.00	4.885%	\$ 1,480		\$ 1,480	\$ 276	\$ 1,756
100-60-6034 PERMIT SERVICES	8.00	1.085%	\$ 329		\$ 329	\$ 61	\$ 390
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	44.00	5.970%	\$ 1,809		\$ 1,809	\$ 338	\$ 2,146
100-70-7011 LEISURE SERVICES	8.00	1.085%	\$ 329		\$ 329	\$ 61	\$ 390
100-70-7022 ENVIRONMENTAL SERVICES	4.00	0.543%	\$ 164		\$ 164	\$ 31	\$ 195
125-30- EMT TRANSPORT FUND	4.00	0.543%	\$ 164		\$ 164	\$ 31	\$ 195

100-04-0401 CITY CLERK

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
220-50- SEWER	17.00	2.307%	\$ 699		\$ 699	\$ 130	\$ 829
270-50- GAS TAX MAINTENANCE	8.00	1.085%	\$ 329		\$ 329	\$ 61	\$ 390
710-50- EQUIPMENT EXPENSE	7.00	0.950%	\$ 288		\$ 288	\$ 54	\$ 341
730-03- SELF INSURANCE - WORKERS COMPENSATION	4.00	0.543%	\$ 164		\$ 164	\$ 31	\$ 195
780-16- INFORMATION SYSTEMS FUND	8.00	1.085%	\$ 329		\$ 329	\$ 61	\$ 390
Total	737.00	100.000%	\$ 30,295	\$ -	\$ 30,295	\$ 5,135	\$ 35,430

Allocation Basis: # of Filings

Source of Allocation: FPPC Filings

100-04-0401 CITY CLERK

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Subpoenas, Claims, and Summons							
100-30-3001 OFFICE OF THE FIRE CHIEF	1.00	50.000%	\$ 60,590		\$ 60,590	\$ 10,270	\$ 70,860
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	1.00	50.000%	\$ 60,590		\$ 60,590	\$ 10,270	\$ 70,860
Total	2.00	100.000%	\$ 121,179	\$ -	\$ 121,179	\$ 20,541	\$ 141,720

Allocation Basis: Direct to Fire and Community Development

## ALLOCATION SUMMARY

100-04-0401 CITY CLERK	City Council Support	Boards, Committees, and Commissions	Records Management	Public Records Requests	Campaign Disclosures / FPPC Filings	Subpoenas, Claims, and Summons	Total
100-01-0101 CITY COUNCIL	\$ -	\$ -	\$ 10,537	\$ 1,563	\$ -	\$ -	\$ 12,100
100-02-0201 CITY MANAGER	\$ 17,409	\$ 3,102	\$ 10,537	\$ 2,084	\$ 1,809	\$ -	\$ 34,941
100-03-0301 CITY ATTORNEY	\$ 2,901	\$ -	\$ 10,537	\$ 2,866	\$ 493	\$ -	\$ 16,798
100-04-0401 CITY CLERK	\$ 88,495	\$ -	\$ 10,537	\$ 2,605	\$ 493	\$ -	\$ 102,131
100-12-1201 FINANCE ADMIN	\$ 42,300	\$ 10,904	\$ 3,175	\$ -	\$ 3,317	\$ -	\$ 59,697
100-12-1205 PURCHASING AND WAREHOUSE	\$ -	\$ -	\$ 3,175	\$ -	\$ 390	\$ -	\$ 3,565
100-12-1221 GENERAL REVENUE	\$ -	\$ -	\$ 3,175	\$ 6,747	\$ 195	\$ -	\$ 10,117
100-12-1231 GENERAL ACCOUNTING	\$ 3,525	\$ -	\$ 3,175	\$ 5,213	\$ 195	\$ -	\$ 12,108
100-14-1401 HUMAN RESOURCES	\$ 21,150	\$ -	\$ 12,699	\$ 1,227	\$ 781	\$ -	\$ 35,857
100-50-5028 FACILITY MAINTENANCE	\$ 7,931	\$ -	\$ 1,270	\$ 3,373	\$ -	\$ -	\$ 12,575
100-02-0218 ECONOMIC DEVELOPMENT	\$ 5,288	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5,288
100-20-2001 LIBRARY ADMINISTRATION	\$ 12,338	\$ 54,522	\$ 2,540	\$ -	\$ 1,366	\$ -	\$ 70,765
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	\$ 3,525	\$ -	\$ 2,540	\$ -	\$ 195	\$ -	\$ 6,260
100-20-2014 LENDING SERVICES	\$ -	\$ -	\$ 2,540	\$ -	\$ 195	\$ -	\$ 2,735
100-20-2016 ADULT & BRANCH SERVICES	\$ 1,763	\$ -	\$ 2,540	\$ -	\$ 195	\$ -	\$ 4,498
100-20-2017 CHILDREN & TEEN SERVICES	\$ -	\$ -	\$ 2,540	\$ -	\$ 195	\$ -	\$ 2,735
100-30-3001 OFFICE OF THE FIRE CHIEF	\$ 3,231	\$ -	\$ 2,117	\$ 25,146	\$ 195	\$ 70,860	\$ 101,549
100-30-3011 FIRE ADMINISTRATION	\$ 5,288	\$ -	\$ 2,117	\$ -	\$ 195	\$ -	\$ 7,599
100-30-3012 FIRE PREVENTION	\$ -	\$ -	\$ 2,117	\$ -	\$ 390	\$ -	\$ 2,507
100-30-3021 FIRE SUPPRESSION	\$ 3,525	\$ -	\$ 2,117	\$ -	\$ 4,098	\$ -	\$ 9,739
100-30-3022 PARAMEDICS	\$ -	\$ -	\$ 2,117	\$ -	\$ 1,756	\$ -	\$ 3,873
100-30-3023 FIRE TRAINING	\$ 1,763	\$ -	\$ 2,117	\$ -	\$ 390	\$ -	\$ 4,269
100-30-3024 Strike Team	\$ 3,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,525
100-40-4001 OFFICE OF THE POLICE CHIEF	\$ 588	\$ -	\$ 1,270	\$ 16,253	\$ 195	\$ -	\$ 18,306
100-40-4011 POLICE ADMINISTRATION	\$ 19,388	\$ -	\$ 1,270	\$ -	\$ 781	\$ -	\$ 21,438
100-40-4012 DISPATCH	\$ -	\$ -	\$ 1,270	\$ -	\$ -	\$ -	\$ 1,270
100-40-4013 RECORDS	\$ -	\$ -	\$ 1,270	\$ -	\$ -	\$ -	\$ 1,270
100-40-4021 PATROL	\$ 1,763	\$ -	\$ 1,270	\$ -	\$ 976	\$ -	\$ 4,008
100-40-4031 DETECTIVES	\$ 3,525	\$ -	\$ 1,270	\$ -	\$ 390	\$ -	\$ 5,185
100-40-4032 GANGS	\$ -	\$ -	\$ 1,270	\$ -	\$ -	\$ -	\$ 1,270
100-40-4033 NARCOTICS	\$ 3,525	\$ -	\$ 1,270	\$ -	\$ -	\$ -	\$ 4,795
100-40-4034 LAB/PROPERTY	\$ 1,763	\$ -	\$ 1,270	\$ -	\$ -	\$ -	\$ 3,032
100-40-4041 TRAFFIC SERVICES	\$ 3,525	\$ -	\$ 1,270	\$ -	\$ 195	\$ -	\$ 4,990
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	\$ 63,450	\$ -	\$ 1,270	\$ -	\$ 1,951	\$ -	\$ 66,672
100-50-5011 ENGINEERING	\$ -	\$ -	\$ 1,270	\$ 1,227	\$ 878	\$ -	\$ 3,375
100-50-5012 DEVELOPMENT SERVICES	\$ -	\$ -	\$ 1,270	\$ 4,293	\$ 98	\$ -	\$ 5,661
100-50-5013 BUILDING & SAFETY	\$ -	\$ -	\$ 1,270	\$ -	\$ -	\$ -	\$ 1,270
100-50-5021 STREET MAINTENANCE SERVICES	\$ 1,763	\$ -	\$ 1,270	\$ -	\$ -	\$ -	\$ 3,032
100-50-5022 REFUSE & SANITATION SERVICES	\$ -	\$ -	\$ 1,270	\$ -	\$ -	\$ -	\$ 1,270
100-50-5025 TREE MAINTENANCE	\$ 2,644	\$ -	\$ 1,270	\$ -	\$ -	\$ -	\$ 3,914
100-50-5031 TRANSPORTATION PLANNING	\$ -	\$ -	\$ 1,270	\$ -	\$ 293	\$ -	\$ 1,563
100-50-5032 TRAFFIC OPERATIONS	\$ 7,050	\$ 21,809	\$ 1,270	\$ 4,907	\$ -	\$ -	\$ 35,035

## ALLOCATION SUMMARY

	City Council Support	Boards, Committees, and Commissions	Records Management	Public Records Requests	Campaign Disclosures / FPPC Filings	Subpoenas, Claims, and Summons	Total
<b>100-04-0401 CITY CLERK</b>							
100-50-5074 TRANSPORTATION SERVICES	\$ 1,763	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,763
100-50-5095 Reimbursable	\$ 1,763	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,763
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	\$ 15,422	\$ 174,469	\$ 2,117	\$ -	\$ 3,659	\$ 70,860	\$ 266,526
100-60-6011 ADVANCE PLANNING	\$ -	\$ -	\$ 2,117	\$ -	\$ 781	\$ -	\$ 2,897
100-60-6021 CURRENT PLANNING	\$ 1,763	\$ -	\$ 2,117	\$ 9,507	\$ 195	\$ -	\$ 13,581
100-60-6031 BUILDING INSPECTION	\$ 1,763	\$ -	\$ 2,117	\$ 146,279	\$ 976	\$ -	\$ 151,133
100-60-6032 CODE ENFORCEMENT	\$ -	\$ -	\$ 2,117	\$ 12,880	\$ 1,756	\$ -	\$ 16,753
100-60-6034 PERMIT SERVICES	\$ -	\$ -	\$ 2,117	\$ -	\$ 390	\$ -	\$ 2,507
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	\$ 15,863	\$ 21,809	\$ 2,540	\$ 1,840	\$ 2,146	\$ -	\$ 44,198
100-70-7011 LEISURE SERVICES	\$ 2,644	\$ -	\$ 2,540	\$ -	\$ 390	\$ -	\$ 5,574
100-70-7014 RECREATION - ATHLETICS	\$ -	\$ -	\$ 2,540	\$ -	\$ -	\$ -	\$ 2,540
100-70-7015 SPECIAL EVENTS	\$ 3,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,525
100-70-7022 ENVIRONMENTAL SERVICES	\$ 10,575	\$ -	\$ 2,540	\$ -	\$ 195	\$ -	\$ 13,310
100-70-7041 SENIOR SERVICES	\$ -	\$ -	\$ 2,540	\$ -	\$ -	\$ -	\$ 2,540
100-98-9810 RDA ADMINISTRATION & OPERATIONS	\$ -	\$ -	\$ 12,699	\$ -	\$ -	\$ -	\$ 12,699
125-30- EMT TRANSPORT FUND	\$ 10,281	\$ -	\$ 12,699	\$ -	\$ 195	\$ -	\$ 23,176
130-00- 1% PEG Program	\$ 2,644	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,644
150-50- OC HEADSTART (OCPT) BUILDING MAINT	\$ 1,763	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,763
220-50- SEWER	\$ 19,388	\$ -	\$ 12,699	\$ -	\$ 829	\$ -	\$ 32,916
263-50- TRAFFIC IMPROVEMNT -MEASURE M2	\$ 11,456	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 11,456
270-50- GAS TAX MAINTENANCE	\$ -	\$ -	\$ 12,699	\$ -	\$ 390	\$ -	\$ 13,090
274-50- RMRA Road Maint Rehabilitation Account	\$ 17,625	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,625
287-50- City-Wide TSIP	\$ 1,763	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,763
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	\$ 3,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,525
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	\$ 1,763	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,763
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	\$ 13,659	\$ 14,539	\$ 1,270	\$ -	\$ -	\$ -	\$ 29,469
312-60- SB2-BUILDING HOMES & JOBS ACT	\$ 1,763	\$ -	\$ 1,270	\$ -	\$ -	\$ -	\$ 3,032
317-60- HOME	\$ 4,847	\$ -	\$ 1,270	\$ -	\$ -	\$ -	\$ 6,117
350-40- TRAFFIC SAFETY	\$ -	\$ -	\$ 1,270	\$ -	\$ -	\$ -	\$ 1,270
353-40- FEDERAL POLICE GRANTS	\$ 1,763	\$ -	\$ 1,270	\$ -	\$ -	\$ -	\$ 3,032
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERV	\$ 588	\$ -	\$ 1,270	\$ -	\$ -	\$ -	\$ 1,857
355-40- ASSET SEIZURE- FEDERAL	\$ -	\$ -	\$ 1,270	\$ -	\$ -	\$ -	\$ 1,270
356-40- ASSET SEIZURE - STATE (85%)	\$ -	\$ -	\$ 1,270	\$ -	\$ -	\$ -	\$ 1,270
358-40- RNSP - FEDERAL	\$ -	\$ -	\$ 1,270	\$ -	\$ -	\$ -	\$ 1,270
360-40- ASSET SEIZURE - TREASURY	\$ -	\$ -	\$ 1,270	\$ -	\$ -	\$ -	\$ 1,270
500-50- CAPITAL PROJECTS	\$ 16,744	\$ -	\$ 12,699	\$ -	\$ -	\$ -	\$ 29,443
510-70- PARK ACQUISITION (INFILL)	\$ 17,625	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 17,625
512-70- EL MODENA PARK FACILITY - CELL TOWER FEE	\$ 1,763	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,763
550-50- REIMBURSABLE CAPITAL PROJECTS	\$ 3,525	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,525
551-70- GRIJALVA PARK FUND	\$ 881	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 881
560-30- FIRE FACILITY FEE DISTRICTS ALL COM 6/07	\$ 2,350	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,350
570-40- POLICE FACILITY FEES	\$ 588	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 588
600-80- WATER	\$ 28,200	\$ -	\$ 12,699	\$ -	\$ -	\$ -	\$ 40,900



## ALLOCATION SUMMARY

	City Council Support	Boards, Committees, and Commissions	Records Management	Public Records Requests	Campaign Disclosures / FPPC Filings	Subpoenas, Claims, and Summons	Total
<b>100-04-0401 CITY CLERK</b>							
710-50- EQUIPMENT EXPENSE	\$ 1,763	\$ -	\$ 12,699	\$ -	\$ 341	\$ -	\$ 14,803
720-50- EQUIPMENT REPLACEMENT	\$ 9,694	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,694
730-03- SELF INSURANCE - WORKERS COMPENSATION	\$ -	\$ -	\$ 12,699	\$ -	\$ 195	\$ -	\$ 12,895
740-03- SELF INSURANCE - LIABILITY	\$ 17,625	\$ -	\$ 12,699	\$ -	\$ -	\$ -	\$ 30,325
780-16- INFORMATION SYSTEMS FUND	\$ 9,694	\$ -	\$ 12,699	\$ -	\$ 390	\$ -	\$ 22,784
790-16- COMPUTER REPLACEMENT	\$ 8,813	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 8,813
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	\$ 2,203	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2,203
<b>Total</b>	<b>\$ 602,309</b>	<b>\$ 301,154</b>	<b>\$ 283,439</b>	<b>\$ 248,009</b>	<b>\$ 35,430</b>	<b>\$ 141,720</b>	<b>\$ 1,612,062</b>

## 5 FINANCE ADMINISTRATION

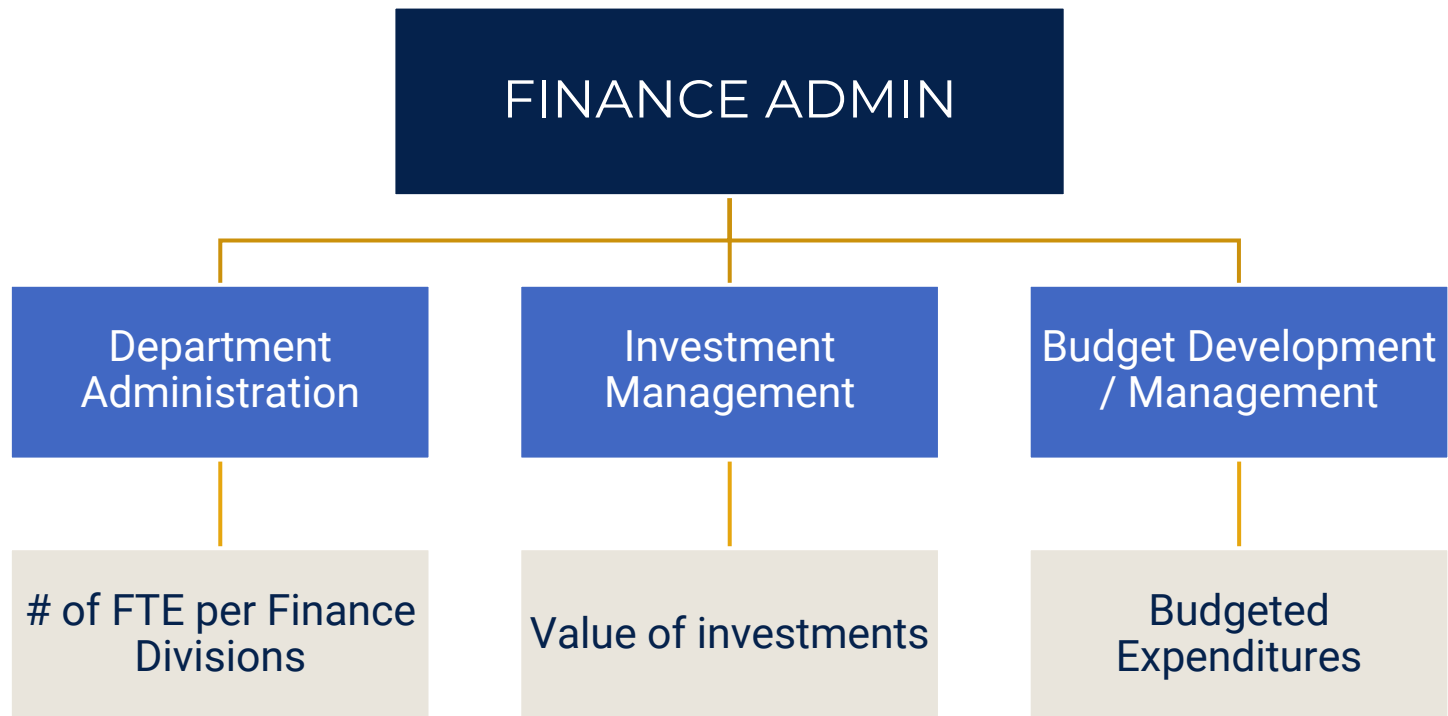
The Finance Administration Division is responsible for the oversight of the Finance department and associated divisions. This division also assists with revenue collection. Finance Admin's costs are allocated to Receiving Departments as follows:

- **Department Administration** – represents the costs associated with managing departmental operations. These costs are allocated based on the number of full-time equivalents (FTE) per finance division.
- **Investment Management** – represents the costs associated with managing the City's investment portfolios. These costs are allocated based on the value of investments per department.
- **Budget Development / Management** – represents the costs associated with developing and managing the budget. These costs are allocated based on the budgeted expenditures per department.<sup>2</sup>

The chart on the following page illustrates the functions and measures used to allocate Finance Administration costs. The top tier shows the Central Service department, the second tier shows the functions developed, and the third tier shows the measures used to allocate costs citywide. The pages following the chart provide an aggregate picture of the department's expenses, a function-by-function breakdown of expenses, each function's allocation, and an allocation summary.

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<sup>2</sup> To better reflect the level of assistance provided to various departments, the budgeted expenditures for the following funds, departments, and divisions were weighted: Library Services (2), Office of the Fire Chief (0.25), Fire Training (0.25), Police (0.50), Community Development (1.50; except Permit Services), Community Services Administration (1.25), Leisure Services (1.25), Recreation – Athletics (2.5), Special Events (1.5), Senior Services (2.5), EMT Transport Fund (0.25), Opioid Settlement Fund (0.25), AB2766 Air Pollution Reduction Fund (2.5), Park Acquisition Fund (2.5), El Modena Park Facility Fund (2.5), Fire Facility Fee Fund (0.25), Library Facility Fees Fund (2.5), IT (2).



**COSTS TO BE ALLOCATED**

100-12-1201 FINANCE ADMIN	First Allocation	Second Allocation	Total
<b>Departmental Expenditures</b>	\$ 1,681,264		\$ 1,681,264
<b>Total Deductions</b>	\$ -		\$ -
<b>Incoming Costs</b>			
100-01-0101 CITY COUNCIL	\$ 3,351	\$ 26,385	\$ 29,736
100-02-0201 CITY MANAGER	\$ 29,689	\$ 3,250	\$ 32,940
100-03-0301 CITY ATTORNEY	\$ 33,131	\$ 1,623	\$ 34,754
100-04-0401 CITY CLERK	\$ 49,555	\$ 10,142	\$ 59,697
100-12-1201 FINANCE ADMIN		\$ 4,309	\$ 4,309
100-12-1205 PURCHASING AND WAREHOUSE		\$ 9,873	\$ 9,873
100-12-1221 GENERAL REVENUE		\$ 439	\$ 439
100-12-1231 GENERAL ACCOUNTING		\$ 6,613	\$ 6,613
100-14-1401 HUMAN RESOURCES		\$ 12,952	\$ 12,952
100-50-5028 FACILITY MAINTENANCE		\$ 59,985	\$ 59,985
<b>Total Incoming Costs</b>	\$ 115,726	\$ 135,571	\$ 251,296
<b>Total Cost Adjustments</b>	\$ -		\$ -
<b>Total Costs to be Allocated</b>	\$ 1,796,990	\$ 135,571	\$ 1,932,560

## 100-12-1201 FINANCE ADMIN

## EXPENSE DETAIL

Expense Type	Expense (\$)
<b>Personnel</b>	
Salary and Benefits	\$1,063,655
<b>Subtotal Personnel Cost</b>	<b>\$1,063,655</b>
<b>Operating Services &amp; Supplies</b>	
Contractual Services	\$ 178,960
Materials and Supplies	\$ 23,000
Capital Outlay	\$ 2,000
Internal Service Costs	\$ 413,649
<b>Subtotal Operating Cost</b>	<b>\$ 617,609</b>
<b>DEPARTMENTAL EXPENDITURES</b>	<b>\$1,681,264</b>

<b>Disallowed Costs</b>	
<b>Subtotal Disallowed Costs</b>	<b>\$ -</b>
<b>Cost Adjustments</b>	
<b>Subtotal Cost Adjustments</b>	<b>\$ -</b>
<b>FUNCTIONAL COST</b>	<b>\$1,681,264</b>

<b>First Allocation</b>	
Incoming - All Others	\$ 115,726
Reallocate Admin Costs	\$ -
Unallocated Costs	\$ -
<b>Subtotal of First Allocation</b>	<b>\$1,796,990</b>

<b>Second Allocation</b>	
Incoming - All Others	\$ 135,571
Reallocate Admin Costs	\$ -
Unallocated Costs	\$ -
<b>Subtotal of Second Allocation</b>	<b>\$ 135,571</b>

<b>TOTAL ALLOCATED</b>	<b>\$1,932,560</b>
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Department Administration	Investment Management	Budget Development / Management
\$ 500,964	\$ 32,139	\$ 530,552
<b>\$ 500,964</b>	<b>\$ 32,139</b>	<b>\$ 530,552</b>
\$ 84,287	\$ 5,407	\$ 89,265
\$ 10,833	\$ 695	\$ 11,472
\$ 942	\$ 60	\$ 998
\$ 194,822	\$ 12,499	\$ 206,329
<b>\$ 290,883</b>	<b>\$ 18,662</b>	<b>\$ 308,064</b>
<b>\$ 791,847</b>	<b>\$ 50,801</b>	<b>\$ 838,616</b>

\$ -	\$ -	\$ -
\$ -	\$ -	\$ -
<b>\$ 791,847</b>	<b>\$ 50,801</b>	<b>\$ 838,616</b>

\$ 54,505	\$ 3,497	\$ 57,724
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -
<b>\$ 846,352</b>	<b>\$ 54,298</b>	<b>\$ 896,340</b>

\$ 63,851	\$ 4,096	\$ 67,623
\$ -	\$ -	\$ -
\$ -	\$ -	\$ -
<b>\$ 63,851</b>	<b>\$ 4,096</b>	<b>\$ 67,623</b>

<b>\$ 910,203</b>	<b>\$ 58,394</b>	<b>\$ 963,963</b>
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100-12-1201 FINANCE ADMIN

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Department Administration							
100-12-1205 PURCHASING AND WAREHOUSE	6.90	36.977%	\$ 312,960		\$ 312,960	\$ 23,611	\$ 336,570
100-12-1221 GENERAL REVENUE	4.72	25.295%	\$ 214,083		\$ 214,083	\$ 16,151	\$ 230,234
100-12-1231 GENERAL ACCOUNTING	7.04	37.728%	\$ 319,310		\$ 319,310	\$ 24,090	\$ 343,399
Total	18.66	100.000%	\$ 846,352	\$ -	\$ 846,352	\$ 63,851	\$ 910,203

Allocation Basis: # of FTE per Finance Divisions

Source of Allocation: Personnel Log

## 100-12-1201 FINANCE ADMIN

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>Investment Management</b>							
100-01-0101 CITY COUNCIL	16,883.64	0.009%	\$ 5		\$ 5		\$ 5
100-02-0201 CITY MANAGER	440,015.34	0.238%	\$ 129		\$ 129		\$ 129
100-03-0301 CITY ATTORNEY	315,679.94	0.171%	\$ 93		\$ 93		\$ 93
100-04-0401 CITY CLERK	281,895.59	0.153%	\$ 83		\$ 83		\$ 83
100-12-1201 FINANCE ADMIN	259,100.50	0.140%	\$ 76		\$ 76		\$ 76
100-12-1205 PURCHASING AND WAREHOUSE	155,787.95	0.084%	\$ 46		\$ 46	\$ 3	\$ 49
100-12-1221 GENERAL REVENUE	130,718.50	0.071%	\$ 38		\$ 38	\$ 3	\$ 41
100-12-1231 GENERAL ACCOUNTING	256,693.28	0.139%	\$ 75		\$ 75	\$ 6	\$ 81
100-14-1401 HUMAN RESOURCES	450,658.24	0.244%	\$ 132		\$ 132	\$ 10	\$ 143
100-50-5028 FACILITY MAINTENANCE	350,145.77	0.190%	\$ 103		\$ 103	\$ 8	\$ 111
100-02-0218 ECONOMIC DEVELOPMENT	7,665.00	0.004%	\$ 2		\$ 2	\$ 0	\$ 2
100-05-0501 CITY TREASURER	895.27	0.000%	\$ 0		\$ 0	\$ 0	\$ 0
100-20-2001 LIBRARY ADMINISTRATION	640,944.64	0.347%	\$ 188		\$ 188	\$ 14	\$ 203
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	184,801.29	0.100%	\$ 54		\$ 54	\$ 4	\$ 58
100-20-2014 LENDING SERVICES	220,349.32	0.119%	\$ 65		\$ 65	\$ 5	\$ 70
100-20-2016 ADULT & BRANCH SERVICES	214,915.96	0.116%	\$ 63		\$ 63	\$ 5	\$ 68
100-20-2017 CHILDREN & TEEN SERVICES	140,968.13	0.076%	\$ 41		\$ 41	\$ 3	\$ 45
100-30-3001 OFFICE OF THE FIRE CHIEF	318,503.83	0.172%	\$ 94		\$ 94	\$ 7	\$ 101
100-30-3011 FIRE ADMINISTRATION	414,968.37	0.225%	\$ 122		\$ 122	\$ 9	\$ 131
100-30-3012 FIRE PREVENTION	542,850.40	0.294%	\$ 160		\$ 160	\$ 12	\$ 172
100-30-3021 FIRE SUPPRESSION	2,922,786.62	1.582%	\$ 859		\$ 859	\$ 65	\$ 924
100-30-3022 PARAMEDICS	2,206,259.38	1.194%	\$ 648		\$ 648	\$ 49	\$ 698
100-30-3023 FIRE TRAINING	126,203.10	0.068%	\$ 37		\$ 37	\$ 3	\$ 40
100-40-4001 OFFICE OF THE POLICE CHIEF	1,063,453.10	0.576%	\$ 313		\$ 313	\$ 24	\$ 336
100-40-4011 POLICE ADMINISTRATION	1,685,148.11	0.912%	\$ 495		\$ 495	\$ 38	\$ 533
100-40-4012 DISPATCH	587,571.49	0.318%	\$ 173		\$ 173	\$ 13	\$ 186
100-40-4013 RECORDS	370,329.45	0.200%	\$ 109		\$ 109	\$ 8	\$ 117
100-40-4021 PATROL	4,751,735.26	2.572%	\$ 1,397		\$ 1,397	\$ 106	\$ 1,503
100-40-4031 DETECTIVES	1,099,661.33	0.595%	\$ 323		\$ 323	\$ 25	\$ 348
100-40-4032 GANGS	426,065.45	0.231%	\$ 125		\$ 125	\$ 10	\$ 135
100-40-4033 NARCOTICS	525,946.73	0.285%	\$ 155		\$ 155	\$ 12	\$ 166
100-40-4034 LAB/PROPERTY	154,825.23	0.084%	\$ 46		\$ 46	\$ 3	\$ 49
100-40-4041 TRAFFIC SERVICES	1,142,480.67	0.618%	\$ 336		\$ 336	\$ 26	\$ 361
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	506,512.31	0.274%	\$ 149		\$ 149	\$ 11	\$ 160
100-50-5011 ENGINEERING	219,084.91	0.119%	\$ 64		\$ 64	\$ 5	\$ 69
100-50-5012 DEVELOPMENT SERVICES	152,272.27	0.082%	\$ 45		\$ 45	\$ 3	\$ 48
100-50-5021 STREET MAINTENANCE SERVICES	260,685.21	0.141%	\$ 77		\$ 77	\$ 6	\$ 82
100-50-5022 REFUSE & SANITATION SERVICES	23,704.27	0.013%	\$ 7		\$ 7	\$ 1	\$ 7
100-50-5025 TREE MAINTENANCE	148,890.88	0.081%	\$ 44		\$ 44	\$ 3	\$ 47
100-50-5031 TRANSPORTATION PLANNING	168,431.01	0.091%	\$ 50		\$ 50	\$ 4	\$ 53
100-50-5032 TRAFFIC OPERATIONS	50,963.87	0.028%	\$ 15		\$ 15	\$ 1	\$ 16
100-50-5073 ROADWAY MAINTENANCE	34,748.00	0.019%	\$ 10		\$ 10	\$ 1	\$ 11

## 100-12-1201 FINANCE ADMIN

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
100-50-5074 TRANSPORTATION SERVICES	57,709.23	0.031%	\$ 17		\$ 17	\$ 1	\$ 18
100-50-5095 Reimbursable	4,355.56	0.002%	\$ 1		\$ 1	\$ 0	\$ 1
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	381,786.58	0.207%	\$ 112		\$ 112	\$ 9	\$ 121
100-60-6011 ADVANCE PLANNING	112,708.00	0.061%	\$ 33		\$ 33	\$ 3	\$ 36
100-60-6021 CURRENT PLANNING	151,968.29	0.082%	\$ 45		\$ 45	\$ 3	\$ 48
100-60-6031 BUILDING INSPECTION	129,864.26	0.070%	\$ 38		\$ 38	\$ 3	\$ 41
100-60-6032 CODE ENFORCEMENT	231,172.30	0.125%	\$ 68		\$ 68	\$ 5	\$ 73
100-60-6034 PERMIT SERVICES	223,328.66	0.121%	\$ 66		\$ 66	\$ 5	\$ 71
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	545,869.80	0.295%	\$ 160		\$ 160	\$ 12	\$ 173
100-70-7011 LEISURE SERVICES	575,208.97	0.311%	\$ 169		\$ 169	\$ 13	\$ 182
100-70-7014 RECREATION - ATHLETICS	209,375.70	0.113%	\$ 62		\$ 62	\$ 5	\$ 66
100-70-7015 SPECIAL EVENTS	55,673.24	0.030%	\$ 16		\$ 16	\$ 1	\$ 18
100-70-7022 ENVIRONMENTAL SERVICES	1,047,318.45	0.567%	\$ 308		\$ 308	\$ 23	\$ 331
100-70-7041 SENIOR SERVICES	79,574.14	0.043%	\$ 23		\$ 23	\$ 2	\$ 25
100-80-8041 WATER DISTRIBUTION	5,759.99	0.003%	\$ 2		\$ 2	\$ 0	\$ 2
100-98-9810 RDA ADMINISTRATION & OPERATIONS	534.10	0.000%	\$ 0		\$ 0	\$ 0	\$ 0
110-60- BUILDING RECORDS MGMT FEE	1,592,759.64	0.862%	\$ 468		\$ 468	\$ 36	\$ 504
120-40- PROP 172	772,643.62	0.418%	\$ 227		\$ 227	\$ 17	\$ 244
125-30- EMT TRANSPORT FUND	2,515,021.65	1.361%	\$ 739		\$ 739	\$ 56	\$ 795
126-30- OPIOID SETTLEMENT	473,545.04	0.256%	\$ 139		\$ 139	\$ 11	\$ 150
130-00- 1% PEG Program	416,275.40	0.225%	\$ 122		\$ 122	\$ 9	\$ 132
140-60- CASp Certification & Training Fund	380,352.25	0.206%	\$ 112		\$ 112	\$ 8	\$ 120
150-50- OC HEADSTART (OCPT) BUILDING MAINT	202,497.43	0.110%	\$ 60		\$ 60	\$ 5	\$ 64
220-50- SEWER	7,111,242.88	3.849%	\$ 2,090		\$ 2,090	\$ 159	\$ 2,249
245-70- AB 2766 AIR POLLUTION REDUCTION	289,122.69	0.156%	\$ 85		\$ 85	\$ 6	\$ 91
263-50- TRAFFIC IMPROVEMNT -MEASURE M2	6,442,532.50	3.487%	\$ 1,893		\$ 1,893	\$ 144	\$ 2,037
270-50- GAS TAX MAINTENANCE	236,439.39	0.128%	\$ 69		\$ 69	\$ 5	\$ 75
274-50- RMRA Road Maint Rehabilitation Account	2,926,125.50	1.584%	\$ 860		\$ 860	\$ 65	\$ 925
287-50- City-Wide TSIP	4,430,645.64	2.398%	\$ 1,302		\$ 1,302	\$ 99	\$ 1,401
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	1,800,799.36	0.975%	\$ 529		\$ 529	\$ 40	\$ 569
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	139,430.65	0.075%	\$ 41		\$ 41	\$ 3	\$ 44
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	360,226.54	0.195%	\$ 106		\$ 106	\$ 8	\$ 114
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	217,721.63	0.118%	\$ 64		\$ 64	\$ 5	\$ 69
312-60- SB2-BUILDING HOMES & JOBS ACT	2,347,175.13	1.270%	\$ 690		\$ 690	\$ 52	\$ 742
315-60- CDBG - HOUSING REHAB/LOANS	502,756.35	0.272%	\$ 148		\$ 148	\$ 11	\$ 159
316-60- FEDERAL RENTAL REHABILITATION	161,634.60	0.087%	\$ 48		\$ 48	\$ 4	\$ 51
317-60- HOME	1,037,923.04	0.562%	\$ 305		\$ 305	\$ 23	\$ 328
320-70- CALIFORNIA PARKLANDS	136,987.54	0.074%	\$ 40		\$ 40	\$ 3	\$ 43
350-40- TRAFFIC SAFETY	888,839.78	0.481%	\$ 261		\$ 261	\$ 20	\$ 281
353-40- FEDERAL POLICE GRANTS	4,030.65	0.002%	\$ 1		\$ 1	\$ 0	\$ 1
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERVS	951,989.70	0.515%	\$ 280		\$ 280	\$ 21	\$ 301
355-40- ASSET SEIZURE- FEDERAL	2,322,945.07	1.257%	\$ 683		\$ 683	\$ 52	\$ 735
356-40- ASSET SEIZURE - STATE (85%)	102,458.94	0.055%	\$ 30		\$ 30	\$ 2	\$ 32
357-40- ASSET SEIZURE - STATE (15%)	233,217.72	0.126%	\$ 69		\$ 69	\$ 5	\$ 74



## 100-12-1201 FINANCE ADMIN

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
358-40- RNSP - FEDERAL	351,006.61	0.190%	\$ 103		\$ 103	\$ 8	\$ 111
359-40- RNSP - TREASURY	5,857.57	0.003%	\$ 2		\$ 2	\$ 0	\$ 2
360-40- ASSET SEIZURE - TREASURY	1,150,795.09	0.623%	\$ 338		\$ 338	\$ 26	\$ 364
400-00- CITY DEBT SERVICE	0.50	0.000%	\$ 0		\$ 0	\$ 0	\$ 0
500-50- CAPITAL PROJECTS	14,520,643.83	7.860%	\$ 4,268		\$ 4,268	\$ 324	\$ 4,592
510-70- PARK ACQUISITION (INFILL)	9,332,714.59	5.052%	\$ 2,743		\$ 2,743	\$ 208	\$ 2,951
511-70- PARK ACQUISITION & DEVELOPMENT (QUIMBY)	15,353.22	0.008%	\$ 5		\$ 5	\$ 0	\$ 5
512-70- EL MODENA PARK FACILITY - CELL TOWER FEE	726,479.53	0.393%	\$ 214		\$ 214	\$ 16	\$ 230
520-50- SEWER CONSTRUCTION	5,300,401.07	2.869%	\$ 1,558		\$ 1,558	\$ 118	\$ 1,676
530-50- DRAINAGE DISTRICTS	4,392.32	0.002%	\$ 1		\$ 1	\$ 0	\$ 1
540-50- OLD TOWNE PARKING FACILITY	37,288.60	0.020%	\$ 11		\$ 11	\$ 1	\$ 12
550-50- REIMBURSABLE CAPITAL PROJECTS	2,422,410.59	1.311%	\$ 712		\$ 712	\$ 54	\$ 766
551-70- GRIJALVA PARK FUND	7,472.36	0.004%	\$ 2		\$ 2	\$ 0	\$ 2
553-50- CITY INFRASTRUCTURE BOND	1,062,831.87	0.575%	\$ 312		\$ 312	\$ 24	\$ 336
555-50- PARKING IN LIEU	89,073.51	0.048%	\$ 26		\$ 26	\$ 2	\$ 28
560-30- FIRE FACILITY FEE DISTRICTS ALL COM 6/07	974,931.15	0.528%	\$ 287		\$ 287	\$ 22	\$ 308
570-40- POLICE FACILITY FEES	897,676.00	0.486%	\$ 264		\$ 264	\$ 20	\$ 284
573-70- LIBRARY FACILITY FEES	778,272.49	0.421%	\$ 229		\$ 229	\$ 17	\$ 246
600-80- WATER	29,642,840.56	16.045%	\$ 8,712		\$ 8,712	\$ 662	\$ 9,374
720-50- EQUIPMENT REPLACEMENT	5,160,155.97	2.793%	\$ 1,517		\$ 1,517	\$ 115	\$ 1,632
725-50- MAJOR BUILDING IMPROVEMENTS	199,709.91	0.108%	\$ 59		\$ 59	\$ 4	\$ 63
730-03- SELF INSURANCE - WORKERS COMPENSATION	4,643,619.78	2.513%	\$ 1,365		\$ 1,365	\$ 104	\$ 1,468
740-03- SELF INSURANCE - LIABILITY	1,425,374.18	0.772%	\$ 419		\$ 419	\$ 32	\$ 451
752-14- SELF INSURANCE - DENTAL	596,770.70	0.323%	\$ 175		\$ 175	\$ 13	\$ 189
760-00- EMPLOYEE ACCRUED LIABILITY	7,652,915.81	4.142%	\$ 2,249		\$ 2,249	\$ 171	\$ 2,420
780-16- INFORMATION SYSTEMS FUND	1,385,458.19	0.750%	\$ 407		\$ 407	\$ 31	\$ 438
790-16- COMPUTER REPLACEMENT	8,992,694.68	4.868%	\$ 2,643		\$ 2,643	\$ 201	\$ 2,844
810-00- CASH BOND DEPOSIT	26,375.79	0.014%	\$ 8		\$ 8	\$ 1	\$ 8
811-00- DPW Advance Payment	1,198,501.55	0.649%	\$ 352		\$ 352	\$ 27	\$ 379
812-00- Building Department/Cash Bond Deposit	984.42	0.001%	\$ 0		\$ 0	\$ 0	\$ 0
830-50- County Sanitation District 15	77,183.10	0.042%	\$ 23		\$ 23	\$ 2	\$ 24
840-50- Eastern Foothill Transportation Corridor	55,016.62	0.030%	\$ 16		\$ 16	\$ 1	\$ 17
877-12- COMMUNITY FACILITIES DISTRICT 91-2	2,117,072.72	1.146%	\$ 622		\$ 622	\$ 47	\$ 669
878-12- COMM FACILITIES DISTRICT 06-1 DEL RIO	1,642,051.57	0.889%	\$ 483		\$ 483	\$ 37	\$ 519
916-60- AFFORDABLE HOUSING - NEW CONSTRUCTION	317,932.85	0.172%	\$ 93		\$ 93	\$ 7	\$ 101
920-98- REDEVELOPMENT OBLIGATION RETIREMENT FUND	1,852,904.51	1.003%	\$ 545		\$ 545	\$ 41	\$ 586
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	981,131.72	0.531%	\$ 288		\$ 288	\$ 22	\$ 310
940-98- ORANGE MERGED CAPITAL PROJECTS	4,217,250.67	2.283%	\$ 1,239		\$ 1,239	\$ 94	\$ 1,334
951-98- City Trf: Tustin Project-Taxable Bonds	1,321,664.66	0.715%	\$ 388		\$ 388	\$ 30	\$ 418

100-12-1201 FINANCE ADMIN

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
952-98- CITY TRF: NW & SW MERGED 2003 TXBL BONDS	1,577,894.73	0.854%	\$ 464		\$ 464	\$ 35	\$ 499
953-98- CITY TRF: NW & SW MERGED 2003 TAX EXEMPT	759,031.03	0.411%	\$ 223		\$ 223	\$ 17	\$ 240
954-98- CITY TRF: MERGED 2008 TAX EXEMPT BONDS	3,120,685.48	1.689%	\$ 917		\$ 917	\$ 70	\$ 987
987-98- ORANGE MERGED DEBT SERVICE	1,324,355.55	0.717%	\$ 389		\$ 389	\$ 30	\$ 419
Total	184,748,924.81	100.000%	\$ 54,298	\$ -	\$ 54,298	\$ 4,096	\$ 58,394

Allocation Basis: Value of investments

Source of Allocation: Investment Report

## 100-12-1201 FINANCE ADMIN

## ALLOCATION DETAIL

## Budget Development / Management

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
100-01-0101 CITY COUNCIL	82,601.00	0.031%	\$ 276		\$ 276		\$ 276
100-02-0201 CITY MANAGER	2,152,717.00	0.802%	\$ 7,188		\$ 7,188		\$ 7,188
100-03-0301 CITY ATTORNEY	1,544,422.45	0.575%	\$ 5,157		\$ 5,157		\$ 5,157
100-04-0401 CITY CLERK	1,379,137.00	0.514%	\$ 4,605		\$ 4,605		\$ 4,605
100-12-1201 FINANCE ADMIN	1,267,615.00	0.472%	\$ 4,233		\$ 4,233		\$ 4,233
100-12-1205 PURCHASING AND WAREHOUSE	762,172.00	0.284%	\$ 2,545		\$ 2,545	\$ 197	\$ 2,742
100-12-1221 GENERAL REVENUE	639,523.00	0.238%	\$ 2,135		\$ 2,135	\$ 165	\$ 2,301
100-12-1231 GENERAL ACCOUNTING	1,255,838.00	0.468%	\$ 4,193		\$ 4,193	\$ 324	\$ 4,518
100-14-1401 HUMAN RESOURCES	2,204,786.00	0.821%	\$ 7,362		\$ 7,362	\$ 569	\$ 7,931
100-50-5028 FACILITY MAINTENANCE	1,713,042.00	0.638%	\$ 5,720		\$ 5,720	\$ 442	\$ 6,162
100-02-0218 ECONOMIC DEVELOPMENT	37,500.00	0.014%	\$ 125		\$ 125	\$ 10	\$ 135
100-05-0501 CITY TREASURER	4,380.00	0.002%	\$ 15		\$ 15	\$ 1	\$ 16
100-20-2001 LIBRARY ADMINISTRATION	6,271,474.24	2.336%	\$ 20,941		\$ 20,941	\$ 1,619	\$ 22,560
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	1,808,231.88	0.674%	\$ 6,038		\$ 6,038	\$ 467	\$ 6,505
100-20-2014 LENDING SERVICES	2,156,060.00	0.803%	\$ 7,199		\$ 7,199	\$ 556	\$ 7,756
100-20-2016 ADULT & BRANCH SERVICES	2,102,896.00	0.783%	\$ 7,022		\$ 7,022	\$ 543	\$ 7,565
100-20-2017 CHILDREN & TEEN SERVICES	1,379,336.00	0.514%	\$ 4,606		\$ 4,606	\$ 356	\$ 4,962
100-30-3001 OFFICE OF THE FIRE CHIEF	389,559.50	0.145%	\$ 1,301		\$ 1,301	\$ 101	\$ 1,401
100-30-3011 FIRE ADMINISTRATION	2,030,178.00	0.756%	\$ 6,779		\$ 6,779	\$ 524	\$ 7,303
100-30-3012 FIRE PREVENTION	2,655,824.00	0.989%	\$ 8,868		\$ 8,868	\$ 685	\$ 9,554
100-30-3021 FIRE SUPPRESSION	14,299,348.00	5.327%	\$ 47,748		\$ 47,748	\$ 3,691	\$ 51,438
100-30-3022 PARAMEDICS	10,793,833.00	4.021%	\$ 36,042		\$ 36,042	\$ 2,786	\$ 38,828
100-30-3023 FIRE TRAINING	154,358.00	0.058%	\$ 515		\$ 515	\$ 40	\$ 555
100-40-4001 OFFICE OF THE POLICE CHIEF	2,601,402.00	0.969%	\$ 8,686		\$ 8,686	\$ 671	\$ 9,358
100-40-4011 POLICE ADMINISTRATION	4,122,182.42	1.536%	\$ 13,765		\$ 13,765	\$ 1,064	\$ 14,829
100-40-4012 DISPATCH	1,437,308.00	0.535%	\$ 4,799		\$ 4,799	\$ 371	\$ 5,170
100-40-4013 RECORDS	905,894.00	0.337%	\$ 3,025		\$ 3,025	\$ 234	\$ 3,259
100-40-4021 PATROL	11,623,619.00	4.330%	\$ 38,813		\$ 38,813	\$ 3,000	\$ 41,813
100-40-4031 DETECTIVES	2,689,974.00	1.002%	\$ 8,982		\$ 8,982	\$ 694	\$ 9,677
100-40-4032 GANGS	1,042,234.50	0.388%	\$ 3,480		\$ 3,480	\$ 269	\$ 3,749
100-40-4033 NARCOTICS	1,286,562.50	0.479%	\$ 4,296		\$ 4,296	\$ 332	\$ 4,628
100-40-4034 LAB/PROPERTY	378,731.00	0.141%	\$ 1,265		\$ 1,265	\$ 98	\$ 1,362
100-40-4041 TRAFFIC SERVICES	2,794,717.98	1.041%	\$ 9,332		\$ 9,332	\$ 721	\$ 10,053
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	2,478,044.67	0.923%	\$ 8,275		\$ 8,275	\$ 640	\$ 8,914
100-50-5011 ENGINEERING	1,071,844.00	0.399%	\$ 3,579		\$ 3,579	\$ 277	\$ 3,856
100-50-5012 DEVELOPMENT SERVICES	744,972.00	0.278%	\$ 2,488		\$ 2,488	\$ 192	\$ 2,680
100-50-5021 STREET MAINTENANCE SERVICES	1,275,368.00	0.475%	\$ 4,259		\$ 4,259	\$ 329	\$ 4,588
100-50-5022 REFUSE & SANITATION SERVICES	115,970.00	0.043%	\$ 387		\$ 387	\$ 30	\$ 417
100-50-5025 TREE MAINTENANCE	728,429.00	0.271%	\$ 2,432		\$ 2,432	\$ 188	\$ 2,620
100-50-5031 TRANSPORTATION PLANNING	824,026.52	0.307%	\$ 2,752		\$ 2,752	\$ 213	\$ 2,964
100-50-5032 TRAFFIC OPERATIONS	249,334.00	0.093%	\$ 833		\$ 833	\$ 64	\$ 897
100-50-5073 ROADWAY MAINTENANCE	170,000.00	0.063%	\$ 568		\$ 568	\$ 44	\$ 612

## 100-12-1201 FINANCE ADMIN

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
100-50-5074 TRANSPORTATION SERVICES	282,334.79	0.105%	\$ 943		\$ 943	\$ 73	\$ 1,016
100-50-5095 Reimbursable	21,309.01	0.008%	\$ 71		\$ 71	\$ 5	\$ 77
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	2,801,760.74	1.044%	\$ 9,356		\$ 9,356	\$ 723	\$ 10,079
100-60-6011 ADVANCE PLANNING	827,113.50	0.308%	\$ 2,762		\$ 2,762	\$ 213	\$ 2,975
100-60-6021 CURRENT PLANNING	1,115,227.22	0.415%	\$ 3,724		\$ 3,724	\$ 288	\$ 4,012
100-60-6031 BUILDING INSPECTION	953,015.61	0.355%	\$ 3,182		\$ 3,182	\$ 246	\$ 3,428
100-60-6032 CODE ENFORCEMENT	1,696,470.00	0.632%	\$ 5,665		\$ 5,665	\$ 438	\$ 6,103
100-60-6034 PERMIT SERVICES	1,092,606.00	0.407%	\$ 3,648		\$ 3,648	\$ 282	\$ 3,930
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	3,338,245.00	1.244%	\$ 11,147		\$ 11,147	\$ 862	\$ 12,009
100-70-7011 LEISURE SERVICES	3,517,667.50	1.310%	\$ 11,746		\$ 11,746	\$ 908	\$ 12,654
100-70-7014 RECREATION - ATHLETICS	2,560,857.50	0.954%	\$ 8,551		\$ 8,551	\$ 661	\$ 9,212
100-70-7015 SPECIAL EVENTS	408,561.00	0.152%	\$ 1,364		\$ 1,364	\$ 105	\$ 1,470
100-70-7022 ENVIRONMENTAL SERVICES	5,123,867.38	1.909%	\$ 17,109		\$ 17,109	\$ 1,322	\$ 18,432
100-70-7041 SENIOR SERVICES	973,265.00	0.363%	\$ 3,250		\$ 3,250	\$ 251	\$ 3,501
100-80-8041 WATER DISTRIBUTION	28,180.00	0.010%	\$ 94		\$ 94	\$ 7	\$ 101
100-98-9810 RDA ADMINISTRATION & OPERATIONS	2,613.00	0.001%	\$ 9		\$ 9	\$ 1	\$ 9
105-00- NON-DEPARTMENTAL	35,000.00	0.013%	\$ 117		\$ 117	\$ 9	\$ 126
110-60- BUILDING RECORDS MGMT FEE	1,307,313.57	0.487%	\$ 4,365		\$ 4,365	\$ 337	\$ 4,703
120-40- PROP 172	747,624.00	0.279%	\$ 2,496		\$ 2,496	\$ 193	\$ 2,689
125-30- EMT TRANSPORT FUND	858,023.50	0.320%	\$ 2,865		\$ 2,865	\$ 221	\$ 3,087
126-30- OPIOID SETTLEMENT	23,650.00	0.009%	\$ 79		\$ 79	\$ 6	\$ 85
130-00- 1% PEG Program	322,209.00	0.120%	\$ 1,076		\$ 1,076	\$ 83	\$ 1,159
140-60- CASp Certification & Training Fund	192,285.00	0.072%	\$ 642		\$ 642	\$ 50	\$ 692
150-50- OC HEADSTART (OCPT) BUILDING MAINT	12,299.00	0.005%	\$ 41		\$ 41	\$ 3	\$ 44
220-50- SEWER	9,728,574.86	3.624%	\$ 32,485		\$ 32,485	\$ 2,511	\$ 34,996
245-70- AB 2766 AIR POLLUTION REDUCTION	219,445.00	0.082%	\$ 733		\$ 733	\$ 57	\$ 789
263-50- TRAFFIC IMPROVEMNT -MEASURE M2	6,617,628.49	2.465%	\$ 22,097		\$ 22,097	\$ 1,708	\$ 23,805
270-50- GAS TAX MAINTENANCE	4,198,465.13	1.564%	\$ 14,019		\$ 14,019	\$ 1,084	\$ 15,103
274-50- RMRA Road Maint Rehabilitation Account	5,047,853.22	1.880%	\$ 16,856		\$ 16,856	\$ 1,303	\$ 18,158
287-50- City-Wide TSIP	1,597,929.81	0.595%	\$ 5,336		\$ 5,336	\$ 412	\$ 5,748
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	978,745.00	0.365%	\$ 3,268		\$ 3,268	\$ 253	\$ 3,521
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	50,103.00	0.019%	\$ 167		\$ 167	\$ 13	\$ 180
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	115,287.00	0.043%	\$ 385		\$ 385	\$ 30	\$ 415
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	1,014,562.13	0.378%	\$ 3,388		\$ 3,388	\$ 262	\$ 3,650
312-60- SB2-BUILDING HOMES & JOBS ACT	2,908,830.47	1.084%	\$ 9,713		\$ 9,713	\$ 751	\$ 10,464
317-60- HOME	541,290.75	0.202%	\$ 1,807		\$ 1,807	\$ 140	\$ 1,947
350-40- TRAFFIC SAFETY	41,200.00	0.015%	\$ 138		\$ 138	\$ 11	\$ 148
353-40- FEDERAL POLICE GRANTS	12,884.00	0.005%	\$ 43		\$ 43	\$ 3	\$ 46
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERV	403,963.50	0.150%	\$ 1,349		\$ 1,349	\$ 104	\$ 1,453
355-40- ASSET SEIZURE- FEDERAL	189,535.62	0.071%	\$ 633		\$ 633	\$ 49	\$ 682
356-40- ASSET SEIZURE - STATE (85%)	10,000.00	0.004%	\$ 33		\$ 33	\$ 3	\$ 36
358-40- RNSP - FEDERAL	37,500.00	0.014%	\$ 125		\$ 125	\$ 10	\$ 135
360-40- ASSET SEIZURE - TREASURY	59,000.00	0.022%	\$ 197		\$ 197	\$ 15	\$ 212
500-50- CAPITAL PROJECTS	4,140,618.58	1.543%	\$ 13,826		\$ 13,826	\$ 1,069	\$ 14,895

## 100-12-1201 FINANCE ADMIN

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
510-70- PARK ACQUISITION (INFILL)	1,554,249.15	0.579%	\$ 5,190		\$ 5,190	\$ 401	\$ 5,591
512-70- EL MODENA PARK FACILITY - CELL TOWER FEE	230,192.50	0.086%	\$ 769		\$ 769	\$ 59	\$ 828
540-50- OLD TOWNE PARKING FACILITY	12,049.00	0.004%	\$ 40		\$ 40	\$ 3	\$ 43
550-50- REIMBURSABLE CAPITAL PROJECTS	8,117,656.54	3.024%	\$ 27,106		\$ 27,106	\$ 2,095	\$ 29,201
551-70- GRIJALVA PARK FUND	5,813.99	0.002%	\$ 19		\$ 19	\$ 2	\$ 21
553-50- CITY INFRASTRUCTURE BOND	428,922.35	0.160%	\$ 1,432		\$ 1,432	\$ 111	\$ 1,543
555-50- PARKING IN LIEU	11,800.26	0.004%	\$ 39		\$ 39	\$ 3	\$ 42
560-30- FIRE FACILITY FEE DISTRICTS ALL COM 6/07	185,000.00	0.069%	\$ 618		\$ 618	\$ 48	\$ 665
570-40- POLICE FACILITY FEES	32,500.00	0.012%	\$ 109		\$ 109	\$ 8	\$ 117
573-70- LIBRARY FACILITY FEES	369,359.08	0.138%	\$ 1,233		\$ 1,233	\$ 95	\$ 1,329
600-80- WATER	53,870,893.07	20.069%	\$ 179,884		\$ 179,884	\$ 13,904	\$ 193,787
710-50- EQUIPMENT EXPENSE	3,798,015.00	1.415%	\$ 12,682		\$ 12,682	\$ 980	\$ 13,662
720-50- EQUIPMENT REPLACEMENT	3,761,618.74	1.401%	\$ 12,561		\$ 12,561	\$ 971	\$ 13,532
730-03- SELF INSURANCE - WORKERS COMPENSATION	5,418,957.00	2.019%	\$ 18,095		\$ 18,095	\$ 1,399	\$ 19,493
740-03- SELF INSURANCE - LIABILITY	5,958,406.19	2.220%	\$ 19,896		\$ 19,896	\$ 1,538	\$ 21,434
752-14- SELF INSURANCE - DENTAL	428,465.00	0.160%	\$ 1,431		\$ 1,431	\$ 111	\$ 1,541
760-00- EMPLOYEE ACCRUED LIABILITY	4,883,158.00	1.819%	\$ 16,306		\$ 16,306	\$ 1,260	\$ 17,566
780-16- INFORMATION SYSTEMS FUND	9,236,254.36	3.441%	\$ 30,841		\$ 30,841	\$ 2,384	\$ 33,225
790-16- COMPUTER REPLACEMENT	6,678,963.96	2.488%	\$ 22,302		\$ 22,302	\$ 1,724	\$ 24,026
916-60- AFFORDABLE HOUSING - NEW CONSTRUCTION	31,543.50	0.012%	\$ 105		\$ 105	\$ 8	\$ 113
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	212,966.75	0.079%	\$ 711		\$ 711	\$ 55	\$ 766
940-98- ORANGE MERGED CAPITAL PROJECTS	71,477.00	0.027%	\$ 239		\$ 239	\$ 18	\$ 257
952-98- CITY TRF: NW & SW MERGED 2003 TXBL BONDS	161,903.60	0.060%	\$ 541		\$ 541	\$ 42	\$ 582
954-98- CITY TRF: MERGED 2008 TAX EXEMPT BONDS	3,192,235.00	1.189%	\$ 10,659		\$ 10,659	\$ 824	\$ 11,483
<b>Total</b>	<b>268,432,759.56</b>	<b>100.000%</b>	<b>\$ 896,340</b>	<b>\$ -</b>	<b>\$ 896,340</b>	<b>\$ 67,623</b>	<b>\$ 963,963</b>

Allocation Basis:

Budgeted Expenditures

Source of Allocation:

Budgeted Expenditures

## ALLOCATION SUMMARY

100-12-1201 FINANCE ADMIN	Department Administration	Investment Management	Budget Development / Management	Total
100-01-0101 CITY COUNCIL	\$ -	\$ 5	\$ 276	\$ 281
100-02-0201 CITY MANAGER	\$ -	\$ 129	\$ 7,188	\$ 7,318
100-03-0301 CITY ATTORNEY	\$ -	\$ 93	\$ 5,157	\$ 5,250
100-04-0401 CITY CLERK	\$ -	\$ 83	\$ 4,605	\$ 4,688
100-12-1201 FINANCE ADMIN	\$ -	\$ 76	\$ 4,233	\$ 4,309
100-12-1205 PURCHASING AND WAREHOUSE	\$ 336,570	\$ 49	\$ 2,742	\$ 339,361
100-12-1221 GENERAL REVENUE	\$ 230,234	\$ 41	\$ 2,301	\$ 232,576
100-12-1231 GENERAL ACCOUNTING	\$ 343,399	\$ 81	\$ 4,518	\$ 347,998
100-14-1401 HUMAN RESOURCES	\$ -	\$ 143	\$ 7,931	\$ 8,074
100-50-5028 FACILITY MAINTENANCE	\$ -	\$ 111	\$ 6,162	\$ 6,273
100-02-0218 ECONOMIC DEVELOPMENT	\$ -	\$ 2	\$ 135	\$ 137
100-05-0501 CITY TREASURER	\$ -	\$ 0	\$ 16	\$ 16
100-20-2001 LIBRARY ADMINISTRATION	\$ -	\$ 203	\$ 22,560	\$ 22,763
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	\$ -	\$ 58	\$ 6,505	\$ 6,563
100-20-2014 LENDING SERVICES	\$ -	\$ 70	\$ 7,756	\$ 7,826
100-20-2016 ADULT & BRANCH SERVICES	\$ -	\$ 68	\$ 7,565	\$ 7,633
100-20-2017 CHILDREN & TEEN SERVICES	\$ -	\$ 45	\$ 4,962	\$ 5,006
100-30-3001 OFFICE OF THE FIRE CHIEF	\$ -	\$ 101	\$ 1,401	\$ 1,502
100-30-3011 FIRE ADMINISTRATION	\$ -	\$ 131	\$ 7,303	\$ 7,434
100-30-3012 FIRE PREVENTION	\$ -	\$ 172	\$ 9,554	\$ 9,725
100-30-3021 FIRE SUPPRESSION	\$ -	\$ 924	\$ 51,438	\$ 52,363
100-30-3022 PARAMEDICS	\$ -	\$ 698	\$ 38,828	\$ 39,526
100-30-3023 FIRE TRAINING	\$ -	\$ 40	\$ 555	\$ 595
100-40-4001 OFFICE OF THE POLICE CHIEF	\$ -	\$ 336	\$ 9,358	\$ 9,694
100-40-4011 POLICE ADMINISTRATION	\$ -	\$ 533	\$ 14,829	\$ 15,361
100-40-4012 DISPATCH	\$ -	\$ 186	\$ 5,170	\$ 5,356
100-40-4013 RECORDS	\$ -	\$ 117	\$ 3,259	\$ 3,376
100-40-4021 PATROL	\$ -	\$ 1,503	\$ 41,813	\$ 43,316
100-40-4031 DETECTIVES	\$ -	\$ 348	\$ 9,677	\$ 10,024
100-40-4032 GANGS	\$ -	\$ 135	\$ 3,749	\$ 3,884
100-40-4033 NARCOTICS	\$ -	\$ 166	\$ 4,628	\$ 4,794
100-40-4034 LAB/PROPERTY	\$ -	\$ 49	\$ 1,362	\$ 1,411
100-40-4041 TRAFFIC SERVICES	\$ -	\$ 361	\$ 10,053	\$ 10,415
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	\$ -	\$ 160	\$ 8,914	\$ 9,074
100-50-5011 ENGINEERING	\$ -	\$ 69	\$ 3,856	\$ 3,925

## ALLOCATION SUMMARY

	Department Administration	Investment Management	Budget Development / Management	Total
<b>100-12-1201 FINANCE ADMIN</b>				
100-50-5012 DEVELOPMENT SERVICES	\$ -	\$ 48	\$ 2,680	\$ 2,728
100-50-5021 STREET MAINTENANCE SERVICES	\$ -	\$ 82	\$ 4,588	\$ 4,670
100-50-5022 REFUSE & SANITATION SERVICES	\$ -	\$ 7	\$ 417	\$ 425
100-50-5025 TREE MAINTENANCE	\$ -	\$ 47	\$ 2,620	\$ 2,667
100-50-5031 TRANSPORTATION PLANNING	\$ -	\$ 53	\$ 2,964	\$ 3,017
100-50-5032 TRAFFIC OPERATIONS	\$ -	\$ 16	\$ 897	\$ 913
100-50-5073 ROADWAY MAINTENANCE	\$ -	\$ 11	\$ 612	\$ 623
100-50-5074 TRANSPORTATION SERVICES	\$ -	\$ 18	\$ 1,016	\$ 1,034
100-50-5095 Reimbursable	\$ -	\$ 1	\$ 77	\$ 78
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	\$ -	\$ 121	\$ 10,079	\$ 10,199
100-60-6011 ADVANCE PLANNING	\$ -	\$ 36	\$ 2,975	\$ 3,011
100-60-6021 CURRENT PLANNING	\$ -	\$ 48	\$ 4,012	\$ 4,060
100-60-6031 BUILDING INSPECTION	\$ -	\$ 41	\$ 3,428	\$ 3,469
100-60-6032 CODE ENFORCEMENT	\$ -	\$ 73	\$ 6,103	\$ 6,176
100-60-6034 PERMIT SERVICES	\$ -	\$ 71	\$ 3,930	\$ 4,001
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	\$ -	\$ 173	\$ 12,009	\$ 12,181
100-70-7011 LEISURE SERVICES	\$ -	\$ 182	\$ 12,654	\$ 12,836
100-70-7014 RECREATION - ATHLETICS	\$ -	\$ 66	\$ 9,212	\$ 9,278
100-70-7015 SPECIAL EVENTS	\$ -	\$ 18	\$ 1,470	\$ 1,487
100-70-7022 ENVIRONMENTAL SERVICES	\$ -	\$ 331	\$ 18,432	\$ 18,763
100-70-7041 SENIOR SERVICES	\$ -	\$ 25	\$ 3,501	\$ 3,526
100-80-8041 WATER DISTRIBUTION	\$ -	\$ 2	\$ 101	\$ 103
100-98-9810 RDA ADMINISTRATION & OPERATIONS	\$ -	\$ 0	\$ 9	\$ 10
105-00- NON-DEPARTMENTAL	\$ -	\$ -	\$ 126	\$ 126
110-60- BUILDING RECORDS MGMT FEE	\$ -	\$ 504	\$ 4,703	\$ 5,206
120-40- PROP 172	\$ -	\$ 244	\$ 2,689	\$ 2,934
125-30- EMT TRANSPORT FUND	\$ -	\$ 795	\$ 3,087	\$ 3,882
126-30- OPIOID SETTLEMENT	\$ -	\$ 150	\$ 85	\$ 235
130-00- 1% PEG Program	\$ -	\$ 132	\$ 1,159	\$ 1,291
140-60- CASp Certification & Training Fund	\$ -	\$ 120	\$ 692	\$ 812
150-50- OC HEADSTART (OCPT) BUILDING MAINT	\$ -	\$ 64	\$ 44	\$ 108
220-50- SEWER	\$ -	\$ 2,249	\$ 34,996	\$ 37,245
245-70- AB 2766 AIR POLLUTION REDUCTION	\$ -	\$ 91	\$ 789	\$ 881
263-50- TRAFFIC IMPROVEMNT -MEASURE M2	\$ -	\$ 2,037	\$ 23,805	\$ 25,843
270-50- GAS TAX MAINTENANCE	\$ -	\$ 75	\$ 15,103	\$ 15,178
274-50- RMRA Road Maint Rehabilitation Account	\$ -	\$ 925	\$ 18,158	\$ 19,084

## ALLOCATION SUMMARY

	Department Administration	Investment Management	Budget Development / Management	Total
<b>100-12-1201 FINANCE ADMIN</b>				
287-50- City-Wide TSIP	\$ -	\$ 1,401	\$ 5,748	\$ 7,149
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	\$ -	\$ 569	\$ 3,521	\$ 4,090
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	\$ -	\$ 44	\$ 180	\$ 224
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	\$ -	\$ 114	\$ 415	\$ 529
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	\$ -	\$ 69	\$ 3,650	\$ 3,718
312-60- SB2-BUILDING HOMES & JOBS ACT	\$ -	\$ 742	\$ 10,464	\$ 11,206
315-60- CDBG - HOUSING REHAB/LOANS	\$ -	\$ 159	\$ -	\$ 159
316-60- FEDERAL RENTAL REHABILITATION	\$ -	\$ 51	\$ -	\$ 51
317-60- HOME	\$ -	\$ 328	\$ 1,947	\$ 2,275
320-70- CALIFORNIA PARKLANDS	\$ -	\$ 43	\$ -	\$ 43
350-40- TRAFFIC SAFETY	\$ -	\$ 281	\$ 148	\$ 429
353-40- FEDERAL POLICE GRANTS	\$ -	\$ 1	\$ 46	\$ 48
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERV	\$ -	\$ 301	\$ 1,453	\$ 1,754
355-40- ASSET SEIZURE- FEDERAL	\$ -	\$ 735	\$ 682	\$ 1,416
356-40- ASSET SEIZURE - STATE (85%)	\$ -	\$ 32	\$ 36	\$ 68
357-40- ASSET SEIZURE - STATE (15%)	\$ -	\$ 74	\$ -	\$ 74
358-40- RNSP - FEDERAL	\$ -	\$ 111	\$ 135	\$ 246
359-40- RNSP - TREASURY	\$ -	\$ 2	\$ -	\$ 2
360-40- ASSET SEIZURE - TREASURY	\$ -	\$ 364	\$ 212	\$ 576
400-00- CITY DEBT SERVICE	\$ -	\$ 0	\$ -	\$ 0
500-50- CAPITAL PROJECTS	\$ -	\$ 4,592	\$ 14,895	\$ 19,487
510-70- PARK ACQUISITION (INFILL)	\$ -	\$ 2,951	\$ 5,591	\$ 8,542
511-70- PARK ACQUISITION & DEVELOPMENT (QUIMBY)	\$ -	\$ 5	\$ -	\$ 5
512-70- EL MODENA PARK FACILITY - CELL TOWER FEE	\$ -	\$ 230	\$ 828	\$ 1,058
520-50- SEWER CONSTRUCTION	\$ -	\$ 1,676	\$ -	\$ 1,676
530-50- DRAINAGE DISTRICTS	\$ -	\$ 1	\$ -	\$ 1
540-50- OLD TOWNE PARKING FACILITY	\$ -	\$ 12	\$ 43	\$ 55
550-50- REIMBURSABLE CAPITAL PROJECTS	\$ -	\$ 766	\$ 29,201	\$ 29,967
551-70- GRIJALVA PARK FUND	\$ -	\$ 2	\$ 21	\$ 23
553-50- CITY INFRASTRUCTURE BOND	\$ -	\$ 336	\$ 1,543	\$ 1,879
555-50- PARKING IN LIEU	\$ -	\$ 28	\$ 42	\$ 71
560-30- FIRE FACILITY FEE DISTRICTS ALL COM 6/07	\$ -	\$ 308	\$ 665	\$ 974
570-40- POLICE FACILITY FEES	\$ -	\$ 284	\$ 117	\$ 401
573-70- LIBRARY FACILITY FEES	\$ -	\$ 246	\$ 1,329	\$ 1,575
600-80- WATER	\$ -	\$ 9,374	\$ 193,787	\$ 203,161
710-50- EQUIPMENT EXPENSE	\$ -	\$ -	\$ 13,662	\$ 13,662



## ALLOCATION SUMMARY

	Department Administration	Investment Management	Budget Development / Management	Total
<b>100-12-1201 FINANCE ADMIN</b>				
720-50- EQUIPMENT REPLACEMENT	\$ -	\$ 1,632	\$ 13,532	\$ 15,163
725-50- MAJOR BUILDING IMPROVEMENTS	\$ -	\$ 63	\$ -	\$ 63
730-03- SELF INSURANCE - WORKERS COMPENSATION	\$ -	\$ 1,468	\$ 19,493	\$ 20,962
740-03- SELF INSURANCE - LIABILITY	\$ -	\$ 451	\$ 21,434	\$ 21,885
752-14- SELF INSURANCE - DENTAL	\$ -	\$ 189	\$ 1,541	\$ 1,730
760-00- EMPLOYEE ACCRUED LIABILITY	\$ -	\$ 2,420	\$ 17,566	\$ 19,986
780-16- INFORMATION SYSTEMS FUND	\$ -	\$ 438	\$ 33,225	\$ 33,663
790-16- COMPUTER REPLACEMENT	\$ -	\$ 2,844	\$ 24,026	\$ 26,870
810-00- CASH BOND DEPOSIT	\$ -	\$ 8	\$ -	\$ 8
811-00- DPW Advance Payment	\$ -	\$ 379	\$ -	\$ 379
812-00- Building Department/Cash Bond Deposit	\$ -	\$ 0	\$ -	\$ 0
830-50- County Sanitation District 15	\$ -	\$ 24	\$ -	\$ 24
840-50- Eastern Foothill Transportation Corridor	\$ -	\$ 17	\$ -	\$ 17
877-12- COMMUNITY FACILITIES DISTRICT 91-2	\$ -	\$ 669	\$ -	\$ 669
878-12- COMM FACILITIES DISTRICT 06-1 DEL RIO	\$ -	\$ 519	\$ -	\$ 519
916-60- AFFORDABLE HOUSING - NEW CONSTRUCTION	\$ -	\$ 101	\$ 113	\$ 214
920-98- REDEVELOPMENT OBLIGATION RETIREMENT FUND	\$ -	\$ 586	\$ -	\$ 586
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	\$ -	\$ 310	\$ 766	\$ 1,076
940-98- ORANGE MERGED CAPITAL PROJECTS	\$ -	\$ 1,334	\$ 257	\$ 1,591
951-98- City Trf: Tustin Project-Taxable Bonds	\$ -	\$ 418	\$ -	\$ 418
952-98- CITY TRF: NW & SW MERGED 2003 TXBL BONDS	\$ -	\$ 499	\$ 582	\$ 1,081
953-98- CITY TRF: NW & SW MERGED 2003 TAX EXEMPT	\$ -	\$ 240	\$ -	\$ 240
954-98- CITY TRF: MERGED 2008 TAX EXEMPT BONDS	\$ -	\$ 987	\$ 11,483	\$ 12,470
987-98- ORANGE MERGED DEBT SERVICE	\$ -	\$ 419	\$ -	\$ 419
<b>Total</b>	<b>\$ 910,203</b>	<b>\$ 58,394</b>	<b>\$ 963,963</b>	<b>\$ 1,932,560</b>

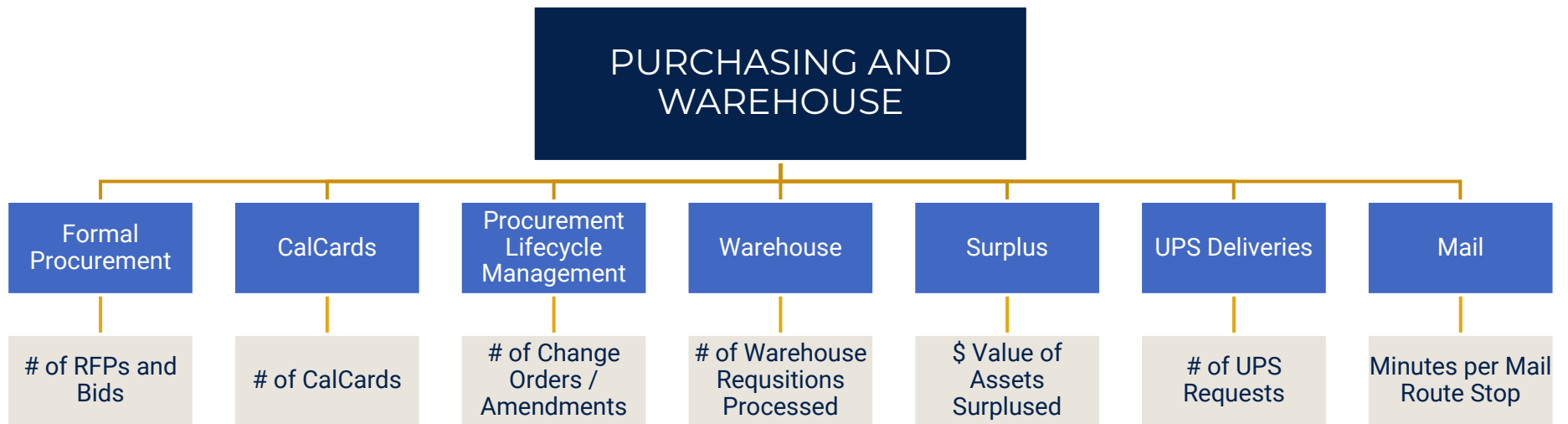


## 6 PURCHASING AND WAREHOUSE

The Purchasing and Warehouse Department provides procurement, mail, and central supply services to departments throughout the City. Activities include formal and informal procurement support, surplus property management, supply provision and warehouse management, and deliveries. Purchasing and Warehouse costs are allocated to Receiving Departments as follows:

- **Formal Procurement** – represents the costs associated with conducting formal procurement processes. These costs are allocated based on the number of RFPs and Bids.
- **CalCards** – represents the costs associated with managing CalCards and the associated transactions. These costs are allocated based on number of CalCards per department.
- **Procurement Lifecycle Management** – represents the costs associated with managing change orders and amendments to current purchasing agreements. These costs are allocated based on number of change orders and amendments per department.
- **Warehouse** – represents the costs associated with managing warehouse operations. These costs are allocated based on the number of warehouse requisitions processed per department.
- **Surplus** – represents the costs associated with managing surplus property. These costs are allocated based on the dollar value of assets surplus per department.
- **UPS Deliveries** – represents the costs associated with delivering UPS packages to designated departments. These costs are allocated based on the number of UPS requests per department.
- **Mail** – represents the costs associated with picking up and delivering mail to City departments. These costs are allocated based on the number of minutes per mail route stop.

The chart on the following page illustrates the functions and measures used to allocate Purchasing and Warehouse costs. The top tier shows the Central Service department, the second tier shows the functions developed, and the third tier shows the measures used to allocate costs citywide. The pages following the chart provide an aggregate picture of the department's expenses, a function-by-function breakdown of expenses, each function's allocation, and an allocation summary.



**COSTS TO BE ALLOCATED**

<b>100-12-1205 PURCHASING AND WAREHOUSE</b>	<b>First Allocation</b>	<b>Second Allocation</b>	<b>Total</b>
<b>Departmental Expenditures</b>	\$ 762,172		\$ 762,172
<b>Total Deductions</b>	\$ -		\$ -
<b>Incoming Costs</b>			
100-02-0201 CITY MANAGER	\$ 11,657	\$ 1,309	\$ 12,965
100-04-0401 CITY CLERK	\$ 2,963	\$ 602	\$ 3,565
100-12-1201 FINANCE ADMIN	\$ 315,551	\$ 23,811	\$ 339,361
100-12-1205 PURCHASING AND WAREHOUSE		\$ 8,668	\$ 8,668
100-12-1221 GENERAL REVENUE		\$ 32	\$ 32
100-12-1231 GENERAL ACCOUNTING		\$ 4,754	\$ 4,754
100-14-1401 HUMAN RESOURCES		\$ 23,642	\$ 23,642
<b>Total Incoming Costs</b>	<b>\$ 330,170</b>	<b>\$ 62,817</b>	<b>\$ 392,987</b>
<b>Total Cost Adjustments</b>	<b>\$ -</b>		<b>\$ -</b>
<b>Total Costs to be Allocated</b>	<b>\$ 1,092,342</b>	<b>\$ 62,817</b>	<b>\$ 1,155,159</b>

## 100-12-1205 PURCHASING AND WAREHOUSE

## EXPENSE DETAIL

Expense Type	Expense (\$)	General Admin	Formal Procurement	CalCards	Procurement Lifecycle Management	Warehouse	Surplus	UPS Deliveries	Mail
<b>Personnel</b>									
Salary and Benefits	\$ 761,272	\$ 23,304	\$ 248,579	\$ 15,536	\$ 46,608	\$ 106,811	\$ 106,811	\$ 106,811	\$ 106,811
<b>Subtotal Personnel Cost</b>	<b>\$ 761,272</b>	<b>\$ 23,304</b>	<b>\$ 248,579</b>	<b>\$ 15,536</b>	<b>\$ 46,608</b>	<b>\$ 106,811</b>	<b>\$ 106,811</b>	<b>\$ 106,811</b>	<b>\$ 106,811</b>
<b>Operating Services &amp; Supplies</b>									
Contractual Services	\$ 900	\$ 28	\$ 294	\$ 18	\$ 55	\$ 126	\$ 126	\$ 126	\$ 126
<b>Subtotal Operating Cost</b>	<b>\$ 900</b>	<b>\$ 28</b>	<b>\$ 294</b>	<b>\$ 18</b>	<b>\$ 55</b>	<b>\$ 126</b>	<b>\$ 126</b>	<b>\$ 126</b>	<b>\$ 126</b>
<b>DEPARTMENTAL EXPENDITURES</b>	<b>\$ 762,172</b>	<b>\$ 23,332</b>	<b>\$ 248,872</b>	<b>\$ 15,555</b>	<b>\$ 46,664</b>	<b>\$ 106,937</b>	<b>\$ 106,937</b>	<b>\$ 106,937</b>	<b>\$ 106,937</b>
<b>Disallowed Costs</b>									
<b>Subtotal Disallowed Costs</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Cost Adjustments</b>									
<b>Subtotal Cost Adjustments</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>FUNCTIONAL COST</b>	<b>\$ 762,172</b>	<b>\$ 23,332</b>	<b>\$ 248,872</b>	<b>\$ 15,555</b>	<b>\$ 46,664</b>	<b>\$ 106,937</b>	<b>\$ 106,937</b>	<b>\$ 106,937</b>	<b>\$ 106,937</b>
<b>First Allocation</b>									
Incoming - All Others	\$ 330,170	\$ 10,107	\$ 107,811	\$ 6,738	\$ 20,215	\$ 46,325	\$ 46,325	\$ 46,325	\$ 46,325
Reallocate Admin Costs	\$ (0)	\$ (33,439)	\$ 11,264	\$ 704	\$ 2,112	\$ 4,840	\$ 4,840	\$ 4,840	\$ 4,840
Unallocated Costs	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal of First Allocation</b>	<b>\$1,092,342</b>		<b>\$ 367,947</b>	<b>\$ 22,997</b>	<b>\$ 68,990</b>	<b>\$ 158,102</b>	<b>\$ 158,102</b>	<b>\$ 158,102</b>	<b>\$ 158,102</b>
<b>Second Allocation</b>									
Incoming - All Others	\$ 62,817	\$ 1,923	\$ 20,512	\$ 1,282	\$ 3,846	\$ 8,814	\$ 8,814	\$ 8,814	\$ 8,814
Reallocate Admin Costs	\$ (0)	\$ (1,923)	\$ 648	\$ 40	\$ 121	\$ 278	\$ 278	\$ 278	\$ 278
Unallocated Costs	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Subtotal of Second Allocation</b>	<b>\$ 62,817</b>		<b>\$ 21,159</b>	<b>\$ 1,322</b>	<b>\$ 3,967</b>	<b>\$ 9,092</b>	<b>\$ 9,092</b>	<b>\$ 9,092</b>	<b>\$ 9,092</b>
<b>TOTAL ALLOCATED</b>	<b>\$1,155,159</b>		<b>\$ 389,106</b>	<b>\$ 24,319</b>	<b>\$ 72,957</b>	<b>\$ 167,194</b>	<b>\$ 167,194</b>	<b>\$ 167,194</b>	<b>\$ 167,194</b>

**100-12-1205 PURCHASING AND WAREHOUSE****ALLOCATION DETAIL**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>Formal Procurement</b>							
100-50-5028 FACILITY MAINTENANCE	5.00	13.514%	\$ 49,723		\$ 49,723	\$ 2,859	\$ 52,582
100-40-4011 POLICE ADMINISTRATION	1.00	2.703%	\$ 9,945		\$ 9,945	\$ 572	\$ 10,516
100-50-5021 STREET MAINTENANCE SERVICES	9.00	24.324%	\$ 89,501		\$ 89,501	\$ 5,147	\$ 94,647
100-50-5032 TRAFFIC OPERATIONS	4.00	10.811%	\$ 39,778		\$ 39,778	\$ 2,287	\$ 42,066
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	9.00	24.324%	\$ 89,501		\$ 89,501	\$ 5,147	\$ 94,647
220-50- SEWER	3.00	8.108%	\$ 29,834		\$ 29,834	\$ 1,716	\$ 31,549
600-80- WATER	5.00	13.514%	\$ 49,723		\$ 49,723	\$ 2,859	\$ 52,582
780-16- INFORMATION SYSTEMS FUND	1.00	2.703%	\$ 9,945		\$ 9,945	\$ 572	\$ 10,516
<b>Total</b>	<b>37.00</b>	<b>100.000%</b>	<b>\$ 367,947</b>	<b>\$ -</b>	<b>\$ 367,947</b>	<b>\$ 21,159</b>	<b>\$ 389,106</b>

**Allocation Basis:**

# of RFPs and Bids

**Source of Allocation:**

RFPs and Bids Report

**100-12-1205 PURCHASING AND WAREHOUSE****ALLOCATION DETAIL**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>CalCards</b>							
100-02-0201 CITY MANAGER	3.00	1.546%	\$ 356		\$ 356		\$ 356
100-03-0301 CITY ATTORNEY	2.00	1.031%	\$ 237		\$ 237		\$ 237
100-04-0401 CITY CLERK	3.00	1.546%	\$ 356		\$ 356		\$ 356
100-12-1201 FINANCE ADMIN	6.00	3.093%	\$ 711		\$ 711		\$ 711
100-14-1401 HUMAN RESOURCES	6.00	3.093%	\$ 711		\$ 711	\$ 44	\$ 755
100-20-2001 LIBRARY ADMINISTRATION	19.00	9.794%	\$ 2,252		\$ 2,252	\$ 140	\$ 2,392
100-30-3011 FIRE ADMINISTRATION	46.00	23.711%	\$ 5,453		\$ 5,453	\$ 338	\$ 5,791
100-40-4011 POLICE ADMINISTRATION	36.00	18.557%	\$ 4,267		\$ 4,267	\$ 264	\$ 4,532
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	19.00	9.794%	\$ 2,252		\$ 2,252	\$ 140	\$ 2,392
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	3.00	1.546%	\$ 356		\$ 356	\$ 22	\$ 378
100-60-6032 CODE ENFORCEMENT	1.00	0.515%	\$ 119		\$ 119	\$ 7	\$ 126
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	30.00	15.464%	\$ 3,556		\$ 3,556	\$ 220	\$ 3,777
600-80- WATER	11.00	5.670%	\$ 1,304		\$ 1,304	\$ 81	\$ 1,385
710-50- EQUIPMENT EXPENSE	5.00	2.577%	\$ 593		\$ 593	\$ 37	\$ 629
730-03- SELF INSURANCE - WORKERS COMPENSATION	1.00	0.515%	\$ 119		\$ 119	\$ 7	\$ 126
780-16- INFORMATION SYSTEMS FUND	3.00	1.546%	\$ 356		\$ 356	\$ 22	\$ 378
<b>Total</b>	<b>194.00</b>	<b>100.000%</b>	<b>\$ 22,997</b>	<b>\$ -</b>	<b>\$ 22,997</b>	<b>\$ 1,322</b>	<b>\$ 24,319</b>

**Allocation Basis:**

# of CalCards

**Source of Allocation:**

CalCards Report

## 100-12-1205 PURCHASING AND WAREHOUSE

## ALLOCATION DETAIL

## Procurement Lifecycle Management

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
100-02-0201 CITY MANAGER	1.00	0.165%	\$ 114		\$ 114		\$ 114
100-12-1201 FINANCE ADMIN	1.00	0.165%	\$ 114		\$ 114		\$ 114
100-12-1205 PURCHASING AND WAREHOUSE	35.00	5.766%	\$ 3,978		\$ 3,978		\$ 3,978
100-12-1221 GENERAL REVENUE	3.00	0.494%	\$ 341		\$ 341	\$ 21	\$ 362
100-12-1231 GENERAL ACCOUNTING	3.00	0.494%	\$ 341		\$ 341	\$ 21	\$ 362
100-14-1401 HUMAN RESOURCES	2.00	0.329%	\$ 227		\$ 227	\$ 14	\$ 241
100-50-5028 FACILITY MAINTENANCE	13.00	2.142%	\$ 1,478		\$ 1,478	\$ 90	\$ 1,568
100-00-0000 NON DEPARTMENTAL	2.00	0.329%	\$ 227		\$ 227	\$ 14	\$ 241
100-20-2001 LIBRARY ADMINISTRATION	4.00	0.659%	\$ 455		\$ 455	\$ 28	\$ 482
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	4.00	0.659%	\$ 455		\$ 455	\$ 28	\$ 482
100-20-2017 CHILDREN & TEEN SERVICES	1.00	0.165%	\$ 114		\$ 114	\$ 7	\$ 121
100-30-3011 FIRE ADMINISTRATION	4.00	0.659%	\$ 455		\$ 455	\$ 28	\$ 482
100-30-3012 FIRE PREVENTION	5.00	0.824%	\$ 568		\$ 568	\$ 35	\$ 603
100-30-3021 FIRE SUPPRESSION	13.00	2.142%	\$ 1,478		\$ 1,478	\$ 90	\$ 1,568
100-30-3022 PARAMEDICS	1.00	0.165%	\$ 114		\$ 114	\$ 7	\$ 121
100-40-4011 POLICE ADMINISTRATION	10.00	1.647%	\$ 1,137		\$ 1,137	\$ 70	\$ 1,206
100-40-4021 PATROL	2.00	0.329%	\$ 227		\$ 227	\$ 14	\$ 241
100-40-4033 NARCOTICS	2.00	0.329%	\$ 227		\$ 227	\$ 14	\$ 241
100-40-4041 TRAFFIC SERVICES	1.00	0.165%	\$ 114		\$ 114	\$ 7	\$ 121
100-40-4081 HOMELAND SECURITY	1.00	0.165%	\$ 114		\$ 114	\$ 7	\$ 121
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	2.00	0.329%	\$ 227		\$ 227	\$ 14	\$ 241
100-50-5021 STREET MAINTENANCE SERVICES	3.00	0.494%	\$ 341		\$ 341	\$ 21	\$ 362
100-50-5022 REFUSE & SANITATION SERVICES	1.00	0.165%	\$ 114		\$ 114	\$ 7	\$ 121
100-50-5031 TRANSPORTATION PLANNING	2.00	0.329%	\$ 227		\$ 227	\$ 14	\$ 241
100-50-5073 ROADWAY MAINTENANCE	5.00	0.824%	\$ 568		\$ 568	\$ 35	\$ 603
100-50-5074 TRANSPORTATION SERVICES	8.00	1.318%	\$ 909		\$ 909	\$ 56	\$ 965
100-50-5095 Reimbursable	2.00	0.329%	\$ 227		\$ 227	\$ 14	\$ 241
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	1.00	0.165%	\$ 114		\$ 114	\$ 7	\$ 121
100-60-6021 CURRENT PLANNING	2.00	0.329%	\$ 227		\$ 227	\$ 14	\$ 241
100-60-6031 BUILDING INSPECTION	2.00	0.329%	\$ 227		\$ 227	\$ 14	\$ 241
100-60-6032 CODE ENFORCEMENT	6.00	0.988%	\$ 682		\$ 682	\$ 42	\$ 724
100-70-7011 LEISURE SERVICES	41.00	6.755%	\$ 4,660		\$ 4,660	\$ 285	\$ 4,945
100-70-7014 RECREATION - ATHLETICS	1.00	0.165%	\$ 114		\$ 114	\$ 7	\$ 121
100-70-7022 ENVIRONMENTAL SERVICES	49.00	8.072%	\$ 5,569		\$ 5,569	\$ 341	\$ 5,910
100-70-7041 SENIOR SERVICES	1.00	0.165%	\$ 114		\$ 114	\$ 7	\$ 121
100-80-8041 WATER DISTRIBUTION	1.00	0.165%	\$ 114		\$ 114	\$ 7	\$ 121
105-00- NON-DEPARTMENTAL	1.00	0.165%	\$ 114		\$ 114	\$ 7	\$ 121
110-60- BUILDING RECORDS MGMT FEE	4.00	0.659%	\$ 455		\$ 455	\$ 28	\$ 482



**100-12-1205 PURCHASING AND WAREHOUSE****ALLOCATION DETAIL**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
125-30- EMT TRANSPORT FUND	4.00	0.659%	\$ 455		\$ 455	\$ 28	\$ 482
140-60- CASp Certification & Training Fund	1.00	0.165%	\$ 114		\$ 114	\$ 7	\$ 121
220-50- SEWER	20.00	3.295%	\$ 2,273		\$ 2,273	\$ 139	\$ 2,412
245-70- AB 2766 AIR POLLUTION REDUCTION	1.00	0.165%	\$ 114		\$ 114	\$ 7	\$ 121
263-50- TRAFFIC IMPROVEMNT -MEASURE M2	41.00	6.755%	\$ 4,660		\$ 4,660	\$ 285	\$ 4,945
270-50- GAS TAX MAINTENANCE	9.00	1.483%	\$ 1,023		\$ 1,023	\$ 63	\$ 1,086
274-50- RMRA Road Maint Rehabilitation Account	2.00	0.329%	\$ 227		\$ 227	\$ 14	\$ 241
287-50- City-Wide TSIP	6.00	0.988%	\$ 682		\$ 682	\$ 42	\$ 724
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	1.00	0.165%	\$ 114		\$ 114	\$ 7	\$ 121
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	2.00	0.329%	\$ 227		\$ 227	\$ 14	\$ 241
317-60- HOME	6.00	0.988%	\$ 682		\$ 682	\$ 42	\$ 724
355-40- ASSET SEIZURE- FEDERAL	1.00	0.165%	\$ 114		\$ 114	\$ 7	\$ 121
356-40- ASSET SEIZURE - STATE (85%)	2.00	0.329%	\$ 227		\$ 227	\$ 14	\$ 241
500-50- CAPITAL PROJECTS	24.00	3.954%	\$ 2,728		\$ 2,728	\$ 167	\$ 2,895
510-70- PARK ACQUISITION (INFILL)	6.00	0.988%	\$ 682		\$ 682	\$ 42	\$ 724
511-70- PARK ACQUISITION & DEVELOPMENT (QUIMBY)	2.00	0.329%	\$ 227		\$ 227	\$ 14	\$ 241
520-50- SEWER CONSTRUCTION	8.00	1.318%	\$ 909		\$ 909	\$ 56	\$ 965
550-50- REIMBURSABLE CAPITAL PROJECTS	24.00	3.954%	\$ 2,728		\$ 2,728	\$ 167	\$ 2,895
553-50- CITY INFRASTRUCTURE BOND	7.00	1.153%	\$ 796		\$ 796	\$ 49	\$ 844
560-30- FIRE FACILITY FEE DISTRICTS ALL COM 6/07	2.00	0.329%	\$ 227		\$ 227	\$ 14	\$ 241
600-80- WATER	37.00	6.096%	\$ 4,205		\$ 4,205	\$ 258	\$ 4,463
710-50- EQUIPMENT EXPENSE	59.00	9.720%	\$ 6,706		\$ 6,706	\$ 411	\$ 7,116
720-50- EQUIPMENT REPLACEMENT	72.00	11.862%	\$ 8,183		\$ 8,183	\$ 501	\$ 8,684
740-03- SELF INSURANCE - LIABILITY	22.00	3.624%	\$ 2,500		\$ 2,500	\$ 153	\$ 2,654
780-16- INFORMATION SYSTEMS FUND	2.00	0.329%	\$ 227		\$ 227	\$ 14	\$ 241
790-16- COMPUTER REPLACEMENT	3.00	0.494%	\$ 341		\$ 341	\$ 21	\$ 362
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	2.00	0.329%	\$ 227		\$ 227	\$ 14	\$ 241
940-98- ORANGE MERGED CAPITAL PROJECTS	1.00	0.165%	\$ 114		\$ 114	\$ 7	\$ 121
<b>Total</b>	<b>607.00</b>	<b>100.000%</b>	<b>\$ 68,990</b>	<b>\$ -</b>	<b>\$ 68,990</b>	<b>\$ 3,967</b>	<b>\$ 72,957</b>

**Allocation Basis:**

# of Change Orders / Amendments

**Source of Allocation:**

Change Orders, Amendments Report

## 100-12-1205 PURCHASING AND WAREHOUSE

## ALLOCATION DETAIL

## Warehouse

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
100-02-0201 CITY MANAGER	18.00	0.611%	\$ 966		\$ 966		\$ 966
100-03-0301 CITY ATTORNEY	10.00	0.339%	\$ 537		\$ 537		\$ 537
100-04-0401 CITY CLERK	17.00	0.577%	\$ 912		\$ 912		\$ 912
100-12-1201 FINANCE ADMIN	68.00	2.308%	\$ 3,649		\$ 3,649		\$ 3,649
100-12-1205 PURCHASING AND WAREHOUSE	2.00	0.068%	\$ 107		\$ 107		\$ 107
100-12-1221 GENERAL REVENUE	10.00	0.339%	\$ 537		\$ 537	\$ 32	\$ 569
100-12-1231 GENERAL ACCOUNTING	4.00	0.136%	\$ 215		\$ 215	\$ 13	\$ 228
100-14-1401 HUMAN RESOURCES	83.00	2.817%	\$ 4,454		\$ 4,454	\$ 267	\$ 4,721
100-50-5028 FACILITY MAINTENANCE	220.00	7.468%	\$ 11,807		\$ 11,807	\$ 707	\$ 12,513
100-00-0000 NON DEPARTMENTAL	2.00	0.068%	\$ 107		\$ 107	\$ 6	\$ 114
100-02-0218 ECONOMIC DEVELOPMENT	25.00	0.849%	\$ 1,342		\$ 1,342	\$ 80	\$ 1,422
100-20-2001 LIBRARY ADMINISTRATION	194.00	6.585%	\$ 10,411		\$ 10,411	\$ 623	\$ 11,034
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	3.00	0.102%	\$ 161		\$ 161	\$ 10	\$ 171
100-20-2016 ADULT & BRANCH SERVICES	1.00	0.034%	\$ 54		\$ 54	\$ 3	\$ 57
100-30-3011 FIRE ADMINISTRATION	51.00	1.731%	\$ 2,737		\$ 2,737	\$ 164	\$ 2,901
100-30-3021 FIRE SUPPRESSION	601.00	20.401%	\$ 32,254		\$ 32,254	\$ 1,930	\$ 34,184
100-40-4001 OFFICE OF THE POLICE CHIEF	28.00	0.950%	\$ 1,503		\$ 1,503	\$ 90	\$ 1,593
100-40-4011 POLICE ADMINISTRATION	43.00	1.460%	\$ 2,308		\$ 2,308	\$ 138	\$ 2,446
100-40-4012 DISPATCH	55.00	1.867%	\$ 2,952		\$ 2,952	\$ 177	\$ 3,128
100-40-4013 RECORDS	10.00	0.339%	\$ 537		\$ 537	\$ 32	\$ 569
100-40-4021 PATROL	106.00	3.598%	\$ 5,689		\$ 5,689	\$ 340	\$ 6,029
100-40-4031 DETECTIVES	45.00	1.527%	\$ 2,415		\$ 2,415	\$ 145	\$ 2,560
100-40-4034 LAB/PROPERTY	12.00	0.407%	\$ 644		\$ 644	\$ 39	\$ 683
100-40-4041 TRAFFIC SERVICES	41.00	1.392%	\$ 2,200		\$ 2,200	\$ 132	\$ 2,332
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	67.00	2.274%	\$ 3,596		\$ 3,596	\$ 215	\$ 3,811
100-50-5031 TRANSPORTATION PLANNING	3.00	0.102%	\$ 161		\$ 161	\$ 10	\$ 171
100-50-5073 ROADWAY MAINTENANCE	2.00	0.068%	\$ 107		\$ 107	\$ 6	\$ 114
100-50-5074 TRANSPORTATION SERVICES	6.00	0.204%	\$ 322		\$ 322	\$ 19	\$ 341
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	82.00	2.783%	\$ 4,401		\$ 4,401	\$ 263	\$ 4,664
100-60-6031 BUILDING INSPECTION	7.00	0.238%	\$ 376		\$ 376	\$ 22	\$ 398
100-60-6032 CODE ENFORCEMENT	1.00	0.034%	\$ 54		\$ 54	\$ 3	\$ 57
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	33.00	1.120%	\$ 1,771		\$ 1,771	\$ 106	\$ 1,877
100-70-7011 LEISURE SERVICES	11.00	0.373%	\$ 590		\$ 590	\$ 35	\$ 626
100-70-7014 RECREATION - ATHLETICS	4.00	0.136%	\$ 215		\$ 215	\$ 13	\$ 228
100-70-7015 SPECIAL EVENTS	2.00	0.068%	\$ 107		\$ 107	\$ 6	\$ 114
100-70-7022 ENVIRONMENTAL SERVICES	442.00	15.003%	\$ 23,721		\$ 23,721	\$ 1,419	\$ 25,140
120-40- PROP 172	41.00	1.392%	\$ 2,200		\$ 2,200	\$ 132	\$ 2,332
220-50- SEWER	73.00	2.478%	\$ 3,918		\$ 3,918	\$ 234	\$ 4,152

100-12-1205 PURCHASING AND WAREHOUSE

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
270-50- GAS TAX MAINTENANCE	254.00	8.622%	\$ 13,631		\$ 13,631	\$ 816	\$ 14,447
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	2.00	0.068%	\$ 107		\$ 107	\$ 6	\$ 114
600-80- WATER	192.00	6.517%	\$ 10,304		\$ 10,304	\$ 617	\$ 10,921
710-50- EQUIPMENT EXPENSE	37.00	1.256%	\$ 1,986		\$ 1,986	\$ 119	\$ 2,104
730-03- SELF INSURANCE - WORKERS COMPENSATION	13.00	0.441%	\$ 698		\$ 698	\$ 42	\$ 739
780-16- INFORMATION SYSTEMS FUND	25.00	0.849%	\$ 1,342		\$ 1,342	\$ 80	\$ 1,422
Total	2,946.00	100.000%	\$ 158,102	\$ -	\$ 158,102	\$ 9,092	\$ 167,194

Allocation Basis: # of Warehouse Requisitions Processed

Source of Allocation: Warehouse Requisitions Processed Report

100-12-1205 PURCHASING AND WAREHOUSE

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
Surplus							
100-00-0000 NON DEPARTMENTAL	2,134.55	2.705%	\$ 4,276		\$ 4,276	\$ 246	\$ 4,522
710-50- EQUIPMENT EXPENSE	76,780.00	97.295%	\$ 153,826		\$ 153,826	\$ 8,846	\$ 162,672
Total	78,914.55	100.000%	\$ 158,102	\$ -	\$ 158,102	\$ 9,092	\$ 167,194

Allocation Basis: [\\$ Value of Assets Surplused](#)

Source of Allocation: [Surplus Log](#)

**100-12-1205 PURCHASING AND WAREHOUSE****ALLOCATION DETAIL**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>UPS Deliveries</b>							
100-12-1201 FINANCE ADMIN	1.00	0.351%	\$ 555		\$ 555		\$ 555
100-14-1401 HUMAN RESOURCES	28.00	9.825%	\$ 15,533		\$ 15,533	\$ 896	\$ 16,429
100-00-0000 NON DEPARTMENTAL	2.00	0.702%	\$ 1,109		\$ 1,109	\$ 64	\$ 1,174
100-20-2017 CHILDREN & TEEN SERVICES	1.00	0.351%	\$ 555		\$ 555	\$ 32	\$ 587
100-30-3011 FIRE ADMINISTRATION	68.00	23.860%	\$ 37,723		\$ 37,723	\$ 2,177	\$ 39,900
100-30-3022 PARAMEDICS	1.00	0.351%	\$ 555		\$ 555	\$ 32	\$ 587
100-40-4001 OFFICE OF THE POLICE CHIEF	4.00	1.404%	\$ 2,219		\$ 2,219	\$ 128	\$ 2,347
100-40-4011 POLICE ADMINISTRATION	30.00	10.526%	\$ 16,642		\$ 16,642	\$ 960	\$ 17,603
100-40-4021 PATROL	1.00	0.351%	\$ 555		\$ 555	\$ 32	\$ 587
100-40-4031 DETECTIVES	1.00	0.351%	\$ 555		\$ 555	\$ 32	\$ 587
100-40-4034 LAB/PROPERTY	7.00	2.456%	\$ 3,883		\$ 3,883	\$ 224	\$ 4,107
100-40-4041 TRAFFIC SERVICES	65.00	22.807%	\$ 36,058		\$ 36,058	\$ 2,081	\$ 38,139
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	62.00	21.754%	\$ 34,394		\$ 34,394	\$ 1,985	\$ 36,379
100-50-5074 TRANSPORTATION SERVICES	3.00	1.053%	\$ 1,664		\$ 1,664	\$ 96	\$ 1,760
710-50- EQUIPMENT EXPENSE	11.00	3.860%	\$ 6,102		\$ 6,102	\$ 352	\$ 6,454
<b>Total</b>	<b>285.00</b>	<b>100.000%</b>	<b>\$ 158,102</b>	<b>\$ -</b>	<b>\$ 158,102</b>	<b>\$ 9,092</b>	<b>\$ 167,194</b>

**Allocation Basis:**

# of UPS Requests

**Source of Allocation:**

UPS Requests Report

**100-12-1205 PURCHASING AND WAREHOUSE****ALLOCATION DETAIL****Mail**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
100-02-0201 CITY MANAGER	2.07	0.599%	\$ 947		\$ 947		\$ 947
100-03-0301 CITY ATTORNEY	0.97	0.281%	\$ 444		\$ 444		\$ 444
100-04-0401 CITY CLERK	6.86	1.989%	\$ 3,144		\$ 3,144		\$ 3,144
100-12-1201 FINANCE ADMIN	10.57	3.064%	\$ 4,844		\$ 4,844		\$ 4,844
100-12-1205 PURCHASING AND WAREHOUSE	10.00	2.899%	\$ 4,583		\$ 4,583		\$ 4,583
100-14-1401 HUMAN RESOURCES	2.48	0.719%	\$ 1,137		\$ 1,137	\$ 72	\$ 1,209
100-50-5028 FACILITY MAINTENANCE	0.92	0.267%	\$ 422		\$ 422	\$ 27	\$ 448
100-30-3011 FIRE ADMINISTRATION	30.00	8.696%	\$ 13,748		\$ 13,748	\$ 867	\$ 14,615
100-30-3021 FIRE SUPPRESSION	180.00	52.173%	\$ 82,487		\$ 82,487	\$ 5,203	\$ 87,690
100-40-4011 POLICE ADMINISTRATION	37.50	10.869%	\$ 17,185		\$ 17,185	\$ 1,084	\$ 18,269
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	16.28	4.719%	\$ 7,461		\$ 7,461	\$ 471	\$ 7,931
100-50-5011 ENGINEERING	2.17	0.629%	\$ 994		\$ 994	\$ 63	\$ 1,057
100-50-5012 DEVELOPMENT SERVICES	1.28	0.371%	\$ 587		\$ 587	\$ 37	\$ 624
100-50-5013 BUILDING & SAFETY	0.50	0.145%	\$ 229		\$ 229	\$ 14	\$ 244
100-50-5021 STREET MAINTENANCE SERVICES	1.87	0.542%	\$ 857		\$ 857	\$ 54	\$ 911
100-50-5022 REFUSE & SANITATION SERVICES	0.16	0.046%	\$ 73		\$ 73	\$ 5	\$ 78
100-50-5025 TREE MAINTENANCE	0.07	0.020%	\$ 32		\$ 32	\$ 2	\$ 34
100-50-5031 TRANSPORTATION PLANNING	0.63	0.183%	\$ 289		\$ 289	\$ 18	\$ 307
100-50-5032 TRAFFIC OPERATIONS	0.35	0.101%	\$ 160		\$ 160	\$ 10	\$ 171
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	9.61	2.787%	\$ 4,406		\$ 4,406	\$ 278	\$ 4,684
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	4.05	1.174%	\$ 1,856		\$ 1,856	\$ 117	\$ 1,973
270-50- GAS TAX MAINTENANCE	2.74	0.794%	\$ 1,256		\$ 1,256	\$ 79	\$ 1,335
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	0.06	0.017%	\$ 27		\$ 27	\$ 2	\$ 29
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	0.01	0.003%	\$ 5		\$ 5	\$ 0	\$ 5
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	0.01	0.003%	\$ 5		\$ 5	\$ 0	\$ 5
600-80- WATER	20.00	5.797%	\$ 9,165		\$ 9,165	\$ 578	\$ 9,743
710-50- EQUIPMENT EXPENSE	1.62	0.470%	\$ 742		\$ 742	\$ 47	\$ 789
780-16- INFORMATION SYSTEMS FUND	2.22	0.644%	\$ 1,018		\$ 1,018	\$ 64	\$ 1,082
<b>Total</b>	<b>345.00</b>	<b>100.000%</b>	<b>\$ 158,102</b>	<b>\$ -</b>	<b>\$ 158,102</b>	<b>\$ 9,092</b>	<b>\$ 167,194</b>

**Allocation Basis:**

Minutes per Mail Route

**Source of Allocation:**

Warehouse Services Daily Mail Delivery Route

## ALLOCATION SUMMARY

100-12-1205 PURCHASING AND WAREHOUSE	Formal Procurement	CalCards	Procurement Lifecycle	Warehouse	Surplus	UPS Deliveries	Mail	Total
100-02-0201 CITY MANAGER	\$ -	\$ 356	\$ 114	\$ 966	\$ -	\$ -	\$ 947	\$ 2,382
100-03-0301 CITY ATTORNEY	\$ -	\$ 237	\$ -	\$ 537	\$ -	\$ -	\$ 444	\$ 1,217
100-04-0401 CITY CLERK	\$ -	\$ 356	\$ -	\$ 912	\$ -	\$ -	\$ 3,144	\$ 4,412
100-12-1201 FINANCE ADMIN	\$ -	\$ 711	\$ 114	\$ 3,649	\$ -	\$ 555	\$ 4,844	\$ 9,873
100-12-1205 PURCHASING AND WAREHOUSE	\$ -	\$ -	\$ 3,978	\$ 107	\$ -	\$ -	\$ 4,583	\$ 8,668
100-12-1221 GENERAL REVENUE	\$ -	\$ -	\$ 362	\$ 569	\$ -	\$ -	\$ -	\$ 931
100-12-1231 GENERAL ACCOUNTING	\$ -	\$ -	\$ 362	\$ 228	\$ -	\$ -	\$ -	\$ 589
100-14-1401 HUMAN RESOURCES	\$ -	\$ 755	\$ 241	\$ 4,721	\$ -	\$ 16,429	\$ 1,209	\$ 23,356
100-50-5028 FACILITY MAINTENANCE	\$ 52,582	\$ -	\$ 1,568	\$ 12,513	\$ -	\$ -	\$ 448	\$ 67,111
100-00-0000 NON DEPARTMENTAL	\$ -	\$ -	\$ 241	\$ 114	\$ 4,522	\$ 1,174	\$ -	\$ 6,051
100-02-0218 ECONOMIC DEVELOPMENT	\$ -	\$ -	\$ -	\$ 1,422	\$ -	\$ -	\$ -	\$ 1,422
100-20-2001 LIBRARY ADMINISTRATION	\$ -	\$ 2,392	\$ 482	\$ 11,034	\$ -	\$ -	\$ -	\$ 13,909
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	\$ -	\$ -	\$ 482	\$ 171	\$ -	\$ -	\$ -	\$ 653
100-20-2016 ADULT & BRANCH SERVICES	\$ -	\$ -	\$ -	\$ 57	\$ -	\$ -	\$ -	\$ 57
100-20-2017 CHILDREN & TEEN SERVICES	\$ -	\$ -	\$ 121	\$ -	\$ -	\$ 587	\$ -	\$ 707
100-30-3011 FIRE ADMINISTRATION	\$ -	\$ 5,791	\$ 482	\$ 2,901	\$ -	\$ 39,900	\$ 14,615	\$ 63,689
100-30-3012 FIRE PREVENTION	\$ -	\$ -	\$ 603	\$ -	\$ -	\$ -	\$ -	\$ 603
100-30-3021 FIRE SUPPRESSION	\$ -	\$ -	\$ 1,568	\$ 34,184	\$ -	\$ -	\$ 87,690	\$ 123,442
100-30-3022 PARAMEDICS	\$ -	\$ -	\$ 121	\$ -	\$ -	\$ 587	\$ -	\$ 707
100-40-4001 OFFICE OF THE POLICE CHIEF	\$ -	\$ -	\$ -	\$ 1,593	\$ -	\$ 2,347	\$ -	\$ 3,940
100-40-4011 POLICE ADMINISTRATION	\$ 10,516	\$ 4,532	\$ 1,206	\$ 2,446	\$ -	\$ 17,603	\$ 18,269	\$ 54,572
100-40-4012 DISPATCH	\$ -	\$ -	\$ -	\$ 3,128	\$ -	\$ -	\$ -	\$ 3,128
100-40-4013 RECORDS	\$ -	\$ -	\$ -	\$ 569	\$ -	\$ -	\$ -	\$ 569
100-40-4021 PATROL	\$ -	\$ -	\$ 241	\$ 6,029	\$ -	\$ 587	\$ -	\$ 6,857
100-40-4031 DETECTIVES	\$ -	\$ -	\$ -	\$ 2,560	\$ -	\$ 587	\$ -	\$ 3,146
100-40-4033 NARCOTICS	\$ -	\$ -	\$ 241	\$ -	\$ -	\$ -	\$ -	\$ 241
100-40-4034 LAB/PROPERTY	\$ -	\$ -	\$ -	\$ 683	\$ -	\$ 4,107	\$ -	\$ 4,790
100-40-4041 TRAFFIC SERVICES	\$ -	\$ -	\$ 121	\$ 2,332	\$ -	\$ 38,139	\$ -	\$ 40,592
100-40-4081 HOMELAND SECURITY	\$ -	\$ -	\$ 121	\$ -	\$ -	\$ -	\$ -	\$ 121
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	\$ -	\$ 2,392	\$ 241	\$ 3,811	\$ -	\$ 36,379	\$ 7,931	\$ 50,754
100-50-5011 ENGINEERING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,057	\$ 1,057
100-50-5012 DEVELOPMENT SERVICES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 624	\$ 624
100-50-5013 BUILDING & SAFETY	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 244	\$ 244
100-50-5021 STREET MAINTENANCE SERVICES	\$ 94,647	\$ -	\$ 362	\$ -	\$ -	\$ -	\$ 911	\$ 95,920
100-50-5022 REFUSE & SANITATION SERVICES	\$ -	\$ -	\$ 121	\$ -	\$ -	\$ -	\$ 78	\$ 199
100-50-5025 TREE MAINTENANCE	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 34	\$ 34
100-50-5031 TRANSPORTATION PLANNING	\$ -	\$ -	\$ 241	\$ 171	\$ -	\$ -	\$ 307	\$ 719
100-50-5032 TRAFFIC OPERATIONS	\$ 42,066	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 171	\$ 42,236
100-50-5073 ROADWAY MAINTENANCE	\$ -	\$ -	\$ 603	\$ 114	\$ -	\$ -	\$ -	\$ 717
100-50-5074 TRANSPORTATION SERVICES	\$ -	\$ -	\$ 965	\$ 341	\$ -	\$ 1,760	\$ -	\$ 3,066
100-50-5095 Reimbursable	\$ -	\$ -	\$ 241	\$ -	\$ -	\$ -	\$ -	\$ 241
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	\$ -	\$ 378	\$ 121	\$ 4,664	\$ -	\$ -	\$ 4,684	\$ 9,846
100-60-6021 CURRENT PLANNING	\$ -	\$ -	\$ 241	\$ -	\$ -	\$ -	\$ -	\$ 241
100-60-6031 BUILDING INSPECTION	\$ -	\$ -	\$ 241	\$ 398	\$ -	\$ -	\$ -	\$ 639

## ALLOCATION SUMMARY

100-12-1205 PURCHASING AND WAREHOUSE	Formal Procurement	CalCards	Procurement Lifecycle	Warehouse	Surplus	UPS Deliveries	Mail	Total
100-60-6032 CODE ENFORCEMENT	\$ -	\$ 126	\$ 724	\$ 57	\$ -	\$ -	\$ -	\$ 906
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	\$ 94,647	\$ 3,777	\$ -	\$ 1,877	\$ -	\$ -	\$ 1,973	\$ 102,274
100-70-7011 LEISURE SERVICES	\$ -	\$ -	\$ 4,945	\$ 626	\$ -	\$ -	\$ -	\$ 5,571
100-70-7014 RECREATION - ATHLETICS	\$ -	\$ -	\$ 121	\$ 228	\$ -	\$ -	\$ -	\$ 348
100-70-7015 SPECIAL EVENTS	\$ -	\$ -	\$ -	\$ 114	\$ -	\$ -	\$ -	\$ 114
100-70-7022 ENVIRONMENTAL SERVICES	\$ -	\$ -	\$ 5,910	\$ 25,140	\$ -	\$ -	\$ -	\$ 31,050
100-70-7041 SENIOR SERVICES	\$ -	\$ -	\$ 121	\$ -	\$ -	\$ -	\$ -	\$ 121
100-80-8041 WATER DISTRIBUTION	\$ -	\$ -	\$ 121	\$ -	\$ -	\$ -	\$ -	\$ 121
105-00- NON-DEPARTMENTAL	\$ -	\$ -	\$ 121	\$ -	\$ -	\$ -	\$ -	\$ 121
110-60- BUILDING RECORDS MGMT FEE	\$ -	\$ -	\$ 482	\$ -	\$ -	\$ -	\$ -	\$ 482
120-40- PROP 172	\$ -	\$ -	\$ -	\$ 2,332	\$ -	\$ -	\$ -	\$ 2,332
125-30- EMT TRANSPORT FUND	\$ -	\$ -	\$ 482	\$ -	\$ -	\$ -	\$ -	\$ 482
140-60- CASp Certification & Training Fund	\$ -	\$ -	\$ 121	\$ -	\$ -	\$ -	\$ -	\$ 121
220-50- SEWER	\$ 31,549	\$ -	\$ 2,412	\$ 4,152	\$ -	\$ -	\$ -	\$ 38,114
245-70- AB 2766 AIR POLLUTION REDUCTION	\$ -	\$ -	\$ 121	\$ -	\$ -	\$ -	\$ -	\$ 121
263-50- TRAFFIC IMPROVEMNT -MEASURE M2	\$ -	\$ -	\$ 4,945	\$ -	\$ -	\$ -	\$ -	\$ 4,945
270-50- GAS TAX MAINTENANCE	\$ -	\$ -	\$ 1,086	\$ 14,447	\$ -	\$ -	\$ 1,335	\$ 16,867
274-50- RMRA Road Maint Rehabilitation Account	\$ -	\$ -	\$ 241	\$ -	\$ -	\$ -	\$ -	\$ 241
287-50- City-Wide TSIP	\$ -	\$ -	\$ 724	\$ -	\$ -	\$ -	\$ -	\$ 724
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	\$ -	\$ -	\$ 121	\$ 114	\$ -	\$ -	\$ 29	\$ 264
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5	\$ 5
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 5	\$ 5
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	\$ -	\$ -	\$ 241	\$ -	\$ -	\$ -	\$ -	\$ 241
317-60- HOME	\$ -	\$ -	\$ 724	\$ -	\$ -	\$ -	\$ -	\$ 724
355-40- ASSET SEIZURE - FEDERAL	\$ -	\$ -	\$ 121	\$ -	\$ -	\$ -	\$ -	\$ 121
356-40- ASSET SEIZURE - STATE (85%)	\$ -	\$ -	\$ 241	\$ -	\$ -	\$ -	\$ -	\$ 241
500-50- CAPITAL PROJECTS	\$ -	\$ -	\$ 2,895	\$ -	\$ -	\$ -	\$ -	\$ 2,895
510-70- PARK ACQUISITION (INFILL)	\$ -	\$ -	\$ 724	\$ -	\$ -	\$ -	\$ -	\$ 724
511-70- PARK ACQUISITION & DEVELOPMENT (QUIMBY)	\$ -	\$ -	\$ 241	\$ -	\$ -	\$ -	\$ -	\$ 241
520-50- SEWER CONSTRUCTION	\$ -	\$ -	\$ 965	\$ -	\$ -	\$ -	\$ -	\$ 965
550-50- REIMBURSABLE CAPITAL PROJECTS	\$ -	\$ -	\$ 2,895	\$ -	\$ -	\$ -	\$ -	\$ 2,895
553-50- CITY INFRASTRUCTURE BOND	\$ -	\$ -	\$ 844	\$ -	\$ -	\$ -	\$ -	\$ 844
560-30- FIRE FACILITY FEE DISTRICTS ALL COM 6/07	\$ -	\$ -	\$ 241	\$ -	\$ -	\$ -	\$ -	\$ 241
600-80- WATER	\$ 52,582	\$ 1,385	\$ 4,463	\$ 10,921	\$ -	\$ -	\$ 9,743	\$ 79,093
710-50- EQUIPMENT EXPENSE	\$ -	\$ 629	\$ 7,116	\$ 2,104	\$ 162,672	\$ 6,454	\$ 789	\$ 179,766
720-50- EQUIPMENT REPLACEMENT	\$ -	\$ -	\$ 8,684	\$ -	\$ -	\$ -	\$ -	\$ 8,684
730-03- SELF INSURANCE - WORKERS COMPENSATION	\$ -	\$ 126	\$ -	\$ 739	\$ -	\$ -	\$ -	\$ 865
740-03- SELF INSURANCE - LIABILITY	\$ -	\$ -	\$ 2,654	\$ -	\$ -	\$ -	\$ -	\$ 2,654
780-16- INFORMATION SYSTEMS FUND	\$ 10,516	\$ 378	\$ 241	\$ 1,422	\$ -	\$ -	\$ 1,082	\$ 13,639
790-16- COMPUTER REPLACEMENT	\$ -	\$ -	\$ 362	\$ -	\$ -	\$ -	\$ -	\$ 362
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	\$ -	\$ -	\$ 241	\$ -	\$ -	\$ -	\$ -	\$ 241
940-98- ORANGE MERGED CAPITAL PROJECTS	\$ -	\$ -	\$ 121	\$ -	\$ -	\$ -	\$ -	\$ 121
<b>Total</b>	<b>\$ 389,106</b>	<b>\$ 24,319</b>	<b>\$ 72,957</b>	<b>\$ 167,194</b>	<b>\$ 167,194</b>	<b>\$ 167,194</b>	<b>\$ 167,194</b>	<b>#####</b>



## 7 GENERAL REVENUE

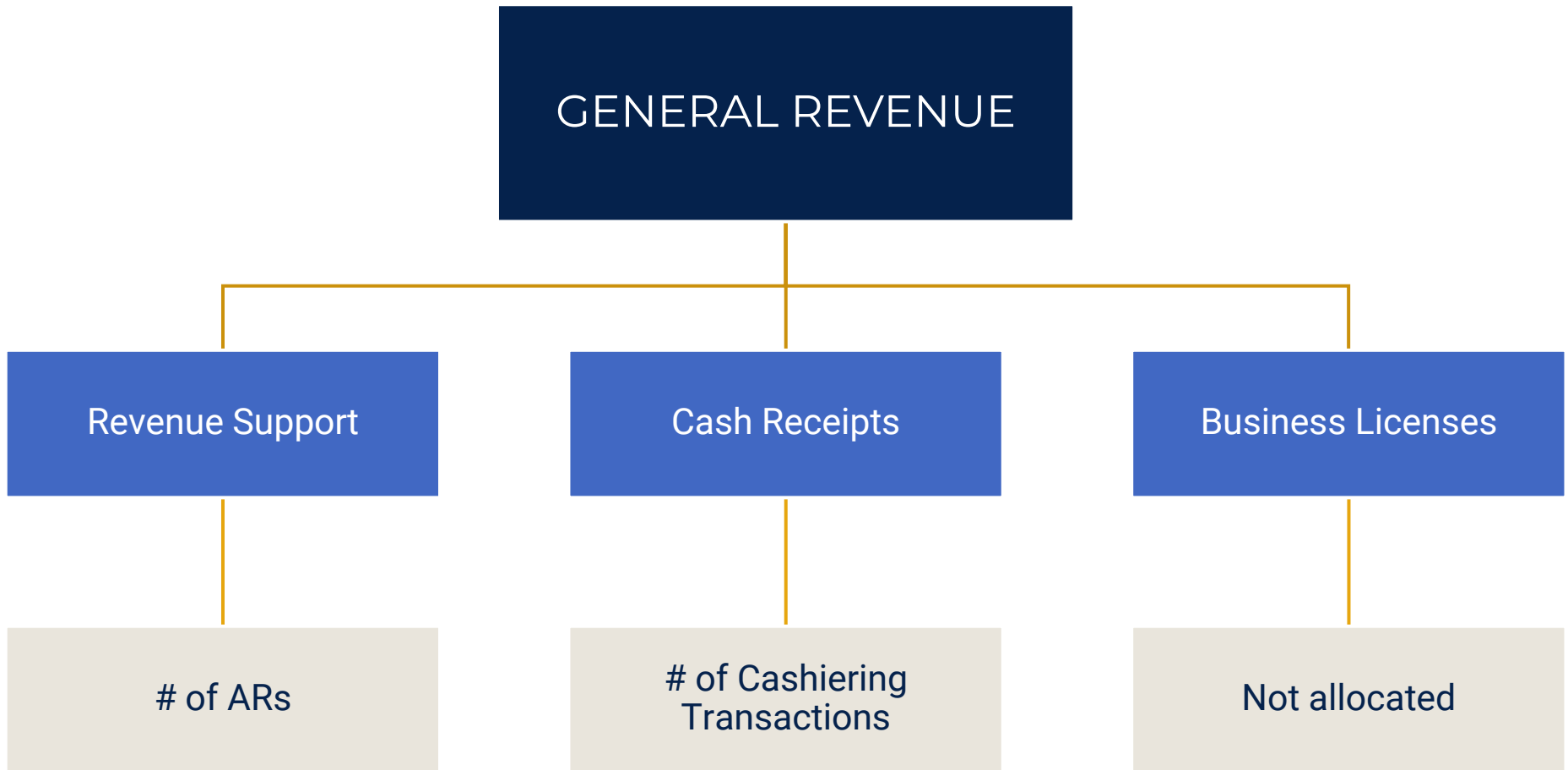
The General Revenue Office is responsible for overseeing all revenue and cash receipts for the City. The Office also manages business licenses. General Revenue costs are allocated to Receiving Departments as follows:

- **Revenue Support** – represents the costs associated with managing accounts receivable and other revenue streams. These costs are allocated based on the number of ARs per department.
- **Cash Receipts** – represents the costs associated with processing cash receipts. These costs are allocated based on the number of cashiering transactions per department.<sup>3</sup>
- **Business Licenses** – represents the costs associated with issuing and managing business licenses. These costs have not been allocated as this function is in service of the community.

The chart on the following page illustrates the functions and measures used to allocate General Revenue costs. The top tier shows the Central Service department, the second tier shows the functions developed, and the third tier shows the measures used to allocate costs citywide. The pages following the chart provide an aggregate picture of the department's expenses, a function-by-function breakdown of expenses, each function's allocation, and an allocation summary.

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<sup>3</sup> To better account for the level of effort expended by Finance staff in managing cash receipts for departments with more or less internal staff support, cashiering transactions for the following departments have been weighted: Fire (1.5), Police (0.25).



**COSTS TO BE ALLOCATED**

<b>100-12-1221 GENERAL REVENUE</b>	<b>First Allocation</b>	<b>Second Allocation</b>	<b>Total</b>
<b>Departmental Expenditures</b>	\$ 639,523		\$ 639,523
<b>Total Deductions</b>	\$ -		\$ -
<b>Incoming Costs</b>			
100-02-0201 CITY MANAGER	\$ 11,225	\$ 1,263	\$ 12,488
100-04-0401 CITY CLERK	\$ 8,530	\$ 1,586	\$ 10,117
100-12-1201 FINANCE ADMIN	\$ 216,256	\$ 16,319	\$ 232,576
100-12-1205 PURCHASING AND WAREHOUSE	\$ 878	\$ 53	\$ 931
100-12-1221 GENERAL REVENUE		\$ 14,373	\$ 14,373
100-12-1231 GENERAL ACCOUNTING		\$ 8,332	\$ 8,332
100-14-1401 HUMAN RESOURCES		\$ 16,173	\$ 16,173
<b>Total Incoming Costs</b>	<b>\$ 236,889</b>	<b>\$ 58,099</b>	<b>\$ 294,988</b>
<b>Total Cost Adjustments</b>	\$ -		\$ -
<b>Total Costs to be Allocated</b>	<b>\$ 876,412</b>	<b>\$ 58,099</b>	<b>\$ 934,511</b>

**100-12-1221 GENERAL REVENUE****EXPENSE DETAIL**

Expense Type	Expense (\$)
<b>Personnel</b>	
Salary and Benefits	\$ 561,823
<b>Subtotal Personnel Cost</b>	<b>\$ 561,823</b>
<b>Operating Services &amp; Supplies</b>	
Contractual Services	\$ 77,700
<b>Subtotal Operating Cost</b>	<b>\$ 77,700</b>
<b>DEPARTMENTAL EXPENDITURES</b>	<b>\$ 639,523</b>

<b>Disallowed Costs</b>	
<b>Subtotal Disallowed Costs</b>	<b>\$ -</b>
<b>Cost Adjustments</b>	
<b>Subtotal Cost Adjustments</b>	<b>\$ -</b>
<b>FUNCTIONAL COST</b>	<b>\$ 639,523</b>

<b>First Allocation</b>	
Incoming - All Others	\$ 236,889
Reallocate Admin Costs	\$ (0)
Unallocated Costs	\$ (239,022)
<b>Subtotal of First Allocation</b>	<b>\$ 637,391</b>

<b>Second Allocation</b>	
Incoming - All Others	\$ 58,099
Reallocate Admin Costs	\$ (0)
Unallocated Costs	\$ (15,845)
<b>Subtotal of Second Allocation</b>	<b>\$ 42,254</b>

<b>TOTAL ALLOCATED</b>	<b>\$ 679,645</b>
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General Admin	Revenue Support	Cash Receipts	Business Licenses
\$ 87,893	\$ 172,338	\$ 172,338	\$ 129,254
<b>\$ 87,893</b>	<b>\$ 172,338</b>	<b>\$ 172,338</b>	<b>\$ 129,254</b>
\$ 12,156	\$ 23,834	\$ 23,834	\$ 17,876
<b>\$ 12,156</b>	<b>\$ 23,834</b>	<b>\$ 23,834</b>	<b>\$ 17,876</b>
<b>\$ 100,048</b>	<b>\$ 196,173</b>	<b>\$ 196,173</b>	<b>\$ 147,130</b>

\$ -	\$ -	\$ -	\$ -
<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
<b>\$ 100,048</b>	<b>\$ 196,173</b>	<b>\$ 196,173</b>	<b>\$ 147,130</b>

\$ 37,059	\$ 72,665	\$ 72,665	\$ 54,499
\$ (137,107)	\$ 49,857	\$ 49,857	\$ 37,393
	\$ -	\$ -	\$ (239,022)
	<b>\$ 318,695</b>	<b>\$ 318,695</b>	<b>\$ -</b>

\$ 9,089	\$ 17,822	\$ 17,822	\$ 13,366
\$ (9,089)	\$ 3,305	\$ 3,305	\$ 2,479
	\$ -	\$ -	\$ (15,845)
	<b>\$ 21,127</b>	<b>\$ 21,127</b>	<b>\$ -</b>

	<b>\$ 339,822</b>	<b>\$ 339,822</b>	<b>\$ -</b>
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**100-12-1221 GENERAL REVENUE****ALLOCATION DETAIL**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>Revenue Support</b>							
100-02-0201 CITY MANAGER	1.00	0.013%	\$ 41		\$ 41		\$ 41
100-03-0301 CITY ATTORNEY	1.00	0.013%	\$ 41		\$ 41		\$ 41
100-12-1201 FINANCE ADMIN	3.00	0.039%	\$ 123		\$ 123		\$ 123
100-00-0000 NON DEPARTMENTAL	1,238.00	15.980%	\$ 50,929		\$ 50,929	\$ 3,378	\$ 54,307
100-30-3011 FIRE ADMINISTRATION	7.00	0.090%	\$ 288		\$ 288	\$ 19	\$ 307
100-30-3012 FIRE PREVENTION	1,381.00	17.826%	\$ 56,811		\$ 56,811	\$ 3,769	\$ 60,580
100-30-3021 FIRE SUPPRESSION	25.00	0.323%	\$ 1,028		\$ 1,028	\$ 68	\$ 1,097
100-30-3022 PARAMEDICS	2.00	0.026%	\$ 82		\$ 82	\$ 5	\$ 88
100-30-3024 Strike Team	78.00	1.007%	\$ 3,209		\$ 3,209	\$ 213	\$ 3,422
100-40-4001 OFFICE OF THE POLICE CHIEF	37.00	0.478%	\$ 1,522		\$ 1,522	\$ 101	\$ 1,623
100-40-4011 POLICE ADMINISTRATION	959.00	12.379%	\$ 39,451		\$ 39,451	\$ 2,617	\$ 42,068
100-40-4021 PATROL	11.00	0.142%	\$ 453		\$ 453	\$ 30	\$ 483
100-40-4031 DETECTIVES	7.00	0.090%	\$ 288		\$ 288	\$ 19	\$ 307
100-40-4032 GANGS	1.00	0.013%	\$ 41		\$ 41	\$ 3	\$ 44
100-40-4033 NARCOTICS	9.00	0.116%	\$ 370		\$ 370	\$ 25	\$ 395
100-40-4041 TRAFFIC SERVICES	10.00	0.129%	\$ 411		\$ 411	\$ 27	\$ 439
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	134.00	1.730%	\$ 5,512		\$ 5,512	\$ 366	\$ 5,878
100-50-5011 ENGINEERING	135.00	1.743%	\$ 5,554		\$ 5,554	\$ 368	\$ 5,922
100-50-5012 DEVELOPMENT SERVICES	854.00	11.024%	\$ 35,132		\$ 35,132	\$ 2,330	\$ 37,462
100-50-5022 REFUSE & SANITATION SERVICES	10.00	0.129%	\$ 411		\$ 411	\$ 27	\$ 439
100-50-5031 TRANSPORTATION PLANNING	39.00	0.503%	\$ 1,604		\$ 1,604	\$ 106	\$ 1,711
100-50-5032 TRAFFIC OPERATIONS	86.00	1.110%	\$ 3,538		\$ 3,538	\$ 235	\$ 3,773
100-50-5095 Reimbursable	1.00	0.013%	\$ 41		\$ 41	\$ 3	\$ 44
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	460.00	5.938%	\$ 18,923		\$ 18,923	\$ 1,255	\$ 20,179
100-60-6011 ADVANCE PLANNING	151.00	1.949%	\$ 6,212		\$ 6,212	\$ 412	\$ 6,624
100-60-6021 CURRENT PLANNING	243.00	3.137%	\$ 9,997		\$ 9,997	\$ 663	\$ 10,660
100-60-6034 PERMIT SERVICES	43.00	0.555%	\$ 1,769		\$ 1,769	\$ 117	\$ 1,886
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	1.00	0.013%	\$ 41		\$ 41	\$ 3	\$ 44
100-70-7014 RECREATION - ATHLETICS	1.00	0.013%	\$ 41		\$ 41	\$ 3	\$ 44
100-70-7022 ENVIRONMENTAL SERVICES	23.00	0.297%	\$ 946		\$ 946	\$ 63	\$ 1,009
105-00- NON-DEPARTMENTAL	4.00	0.052%	\$ 165		\$ 165	\$ 11	\$ 175
150-50- OC HEADSTART (OCPT) BUILDING MAINT	12.00	0.155%	\$ 494		\$ 494	\$ 33	\$ 526
220-50- SEWER	558.00	7.203%	\$ 22,955		\$ 22,955	\$ 1,523	\$ 24,478
270-50- GAS TAX MAINTENANCE	55.00	0.710%	\$ 2,263		\$ 2,263	\$ 150	\$ 2,413
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	1.00	0.013%	\$ 41		\$ 41	\$ 3	\$ 44
317-60- HOME	1.00	0.013%	\$ 41		\$ 41	\$ 3	\$ 44
353-40- FEDERAL POLICE GRANTS	1.00	0.013%	\$ 41		\$ 41	\$ 3	\$ 44
512-70- EL MODENA PARK FACILITY - CELL TOWER FEE	15.00	0.194%	\$ 617		\$ 617	\$ 41	\$ 658

100-12-1221 GENERAL REVENUE

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
520-50- SEWER CONSTRUCTION	30.00	0.387%	\$ 1,234		\$ 1,234	\$ 82	\$ 1,316
550-50- REIMBURSABLE CAPITAL PROJECTS	21.00	0.271%	\$ 864		\$ 864	\$ 57	\$ 921
600-80- WATER	999.00	12.895%	\$ 41,097		\$ 41,097	\$ 2,726	\$ 43,823
710-50- EQUIPMENT EXPENSE	8.00	0.103%	\$ 329		\$ 329	\$ 22	\$ 351
720-50- EQUIPMENT REPLACEMENT	28.00	0.361%	\$ 1,152		\$ 1,152	\$ 76	\$ 1,228
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	15.00	0.194%	\$ 617		\$ 617	\$ 41	\$ 658
940-98- ORANGE MERGED CAPITAL PROJECTS	48.00	0.620%	\$ 1,975		\$ 1,975	\$ 131	\$ 2,106
Total	7,747.00	100.000%	\$ 318,695	\$ -	\$ 318,695	\$ 21,127	\$ 339,822

Allocation Basis: [# of ARs](#)

Source of Allocation: [Transaction Report](#)

**100-12-1221 GENERAL REVENUE****ALLOCATION DETAIL****Cash Receipts**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
100-01-0101 CITY COUNCIL	1.00	0.010%	\$ 32		\$ 32		\$ 32
100-02-0201 CITY MANAGER	11.00	0.109%	\$ 347		\$ 347		\$ 347
100-04-0401 CITY CLERK	649.00	6.433%	\$ 20,502		\$ 20,502		\$ 20,502
100-12-1201 FINANCE ADMIN	10.00	0.099%	\$ 316		\$ 316		\$ 316
100-12-1205 PURCHASING AND WAREHOUSE	1.00	0.010%	\$ 32		\$ 32		\$ 32
100-12-1221 GENERAL REVENUE	455.00	4.510%	\$ 14,373		\$ 14,373		\$ 14,373
100-12-1231 GENERAL ACCOUNTING	2.00	0.020%	\$ 63		\$ 63	\$ 5	\$ 68
100-14-1401 HUMAN RESOURCES	3.00	0.030%	\$ 95		\$ 95	\$ 7	\$ 102
100-50-5028 FACILITY MAINTENANCE	13.00	0.129%	\$ 411		\$ 411	\$ 31	\$ 441
100-00-0000 NON DEPARTMENTAL	535.00	5.303%	\$ 16,901		\$ 16,901	\$ 1,261	\$ 18,162
100-02-0218 ECONOMIC DEVELOPMENT	3.00	0.030%	\$ 95		\$ 95	\$ 7	\$ 102
100-20-2001 LIBRARY ADMINISTRATION	67.00	0.664%	\$ 2,117		\$ 2,117	\$ 158	\$ 2,274
100-20-2014 LENDING SERVICES	951.00	9.427%	\$ 30,042		\$ 30,042	\$ 2,242	\$ 32,284
100-20-2016 ADULT & BRANCH SERVICES	302.00	2.994%	\$ 9,540		\$ 9,540	\$ 712	\$ 10,252
100-20-2017 CHILDREN & TEEN SERVICES	5.00	0.050%	\$ 158		\$ 158	\$ 12	\$ 170
100-30-3011 FIRE ADMINISTRATION	73.50	0.729%	\$ 2,322		\$ 2,322	\$ 173	\$ 2,495
100-30-3012 FIRE PREVENTION	490.50	4.862%	\$ 15,495		\$ 15,495	\$ 1,156	\$ 16,651
100-30-3015 EMT PROGRAM	9.00	0.089%	\$ 284		\$ 284	\$ 21	\$ 306
100-30-3022 PARAMEDICS	136.50	1.353%	\$ 4,312		\$ 4,312	\$ 322	\$ 4,634
100-30-3023 FIRE TRAINING	1.50	0.015%	\$ 47		\$ 47	\$ 4	\$ 51
100-40-4001 OFFICE OF THE POLICE CHIEF	0.75	0.007%	\$ 24		\$ 24	\$ 2	\$ 25
100-40-4011 POLICE ADMINISTRATION	50.00	0.496%	\$ 1,579		\$ 1,579	\$ 118	\$ 1,697
100-40-4013 RECORDS	293.50	2.909%	\$ 9,272		\$ 9,272	\$ 692	\$ 9,964
100-40-4021 PATROL	0.50	0.005%	\$ 16		\$ 16	\$ 1	\$ 17
100-40-4031 DETECTIVES	1.75	0.017%	\$ 55		\$ 55	\$ 4	\$ 59
100-40-4032 GANGS	0.25	0.002%	\$ 8		\$ 8	\$ 1	\$ 8
100-40-4033 NARCOTICS	4.25	0.042%	\$ 134		\$ 134	\$ 10	\$ 144
100-40-4034 LAB/PROPERTY	0.75	0.007%	\$ 24		\$ 24	\$ 2	\$ 25
100-40-4041 TRAFFIC SERVICES	38.50	0.382%	\$ 1,216		\$ 1,216	\$ 91	\$ 1,307
100-40-4081 HOMELAND SECURITY	0.50	0.005%	\$ 16		\$ 16	\$ 1	\$ 17
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	315.00	3.122%	\$ 9,951		\$ 9,951	\$ 743	\$ 10,693
100-50-5011 ENGINEERING	18.00	0.178%	\$ 569		\$ 569	\$ 42	\$ 611
100-50-5012 DEVELOPMENT SERVICES	177.00	1.754%	\$ 5,591		\$ 5,591	\$ 417	\$ 6,009
100-50-5013 BUILDING & SAFETY	3.00	0.030%	\$ 95		\$ 95	\$ 7	\$ 102
100-50-5021 STREET MAINTENANCE SERVICES	15.00	0.149%	\$ 474		\$ 474	\$ 35	\$ 509
100-50-5031 TRANSPORTATION PLANNING	117.00	1.160%	\$ 3,696		\$ 3,696	\$ 276	\$ 3,972
100-50-5073 ROADWAY MAINTENANCE	60.00	0.595%	\$ 1,895		\$ 1,895	\$ 141	\$ 2,037
100-50-5074 TRANSPORTATION SERVICES	54.00	0.535%	\$ 1,706		\$ 1,706	\$ 127	\$ 1,833

## 100-12-1221 GENERAL REVENUE

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	47.00	0.466%	\$ 1,485		\$ 1,485	\$ 111	\$ 1,596
100-60-6021 CURRENT PLANNING	314.00	3.112%	\$ 9,919		\$ 9,919	\$ 740	\$ 10,660
100-60-6031 BUILDING INSPECTION	2,555.00	25.326%	\$ 80,712		\$ 80,712	\$ 6,023	\$ 86,736
100-60-6032 CODE ENFORCEMENT	32.00	0.317%	\$ 1,011		\$ 1,011	\$ 75	\$ 1,086
100-60-6034 PERMIT SERVICES	3.00	0.030%	\$ 95		\$ 95	\$ 7	\$ 102
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	785.00	7.781%	\$ 24,798		\$ 24,798	\$ 1,851	\$ 26,649
100-70-7015 SPECIAL EVENTS	73.00	0.724%	\$ 2,306		\$ 2,306	\$ 172	\$ 2,478
100-70-7022 ENVIRONMENTAL SERVICES	28.00	0.278%	\$ 885		\$ 885	\$ 66	\$ 951
110-60- BUILDING RECORDS MGMT FEE	450.00	4.461%	\$ 14,215		\$ 14,215	\$ 1,061	\$ 15,276
120-40- PROP 172	3.25	0.032%	\$ 103		\$ 103	\$ 8	\$ 110
125-30- EMT TRANSPORT FUND	31.50	0.312%	\$ 995		\$ 995	\$ 74	\$ 1,069
126-30- OPIOID SETTLEMENT	1.50	0.015%	\$ 47		\$ 47	\$ 4	\$ 51
130-00- 1% PEG Program	13.00	0.129%	\$ 411		\$ 411	\$ 31	\$ 441
220-50- SEWER	81.00	0.803%	\$ 2,559		\$ 2,559	\$ 191	\$ 2,750
245-70- AB 2766 AIR POLLUTION REDUCTION	4.00	0.040%	\$ 126		\$ 126	\$ 9	\$ 136
263-50- TRAFFIC IMPROVEMNT -MEASURE M2	13.00	0.129%	\$ 411		\$ 411	\$ 31	\$ 441
270-50- GAS TAX MAINTENANCE	63.00	0.624%	\$ 1,990		\$ 1,990	\$ 149	\$ 2,139
274-50- RMRA Road Maint Rehabilitation Account	11.00	0.109%	\$ 347		\$ 347	\$ 26	\$ 373
287-50- City-Wide TSIP	35.00	0.347%	\$ 1,106		\$ 1,106	\$ 83	\$ 1,188
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	51.00	0.506%	\$ 1,611		\$ 1,611	\$ 120	\$ 1,731
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	18.00	0.178%	\$ 569		\$ 569	\$ 42	\$ 611
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	15.00	0.149%	\$ 474		\$ 474	\$ 35	\$ 509
312-60- SB2-BUILDING HOMES & JOBS ACT	6.00	0.059%	\$ 190		\$ 190	\$ 14	\$ 204
315-60- CDBG - HOUSING REHAB/LOANS	2.00	0.020%	\$ 63		\$ 63	\$ 5	\$ 68
317-60- HOME	5.00	0.050%	\$ 158		\$ 158	\$ 12	\$ 170
350-40- TRAFFIC SAFETY	82.00	0.813%	\$ 2,590		\$ 2,590	\$ 193	\$ 2,784
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERV	2.25	0.022%	\$ 71		\$ 71	\$ 5	\$ 76
355-40- ASSET SEIZURE- FEDERAL	3.25	0.032%	\$ 103		\$ 103	\$ 8	\$ 110
356-40- ASSET SEIZURE - STATE (85%)	0.25	0.002%	\$ 8		\$ 8	\$ 1	\$ 8
357-40- ASSET SEIZURE - STATE (15%)	0.25	0.002%	\$ 8		\$ 8	\$ 1	\$ 8
358-40- RNSP- FEDERAL	2.50	0.025%	\$ 79		\$ 79	\$ 6	\$ 85
500-50- CAPITAL PROJECTS	2.00	0.020%	\$ 63		\$ 63	\$ 5	\$ 68
510-70- PARK ACQUISITION (INFILL)	42.00	0.416%	\$ 1,327		\$ 1,327	\$ 99	\$ 1,426
511-70- PARK ACQUISITION & DEVELOPMENT (QUIMBY)	1.00	0.010%	\$ 32		\$ 32	\$ 2	\$ 34
520-50- SEWER CONSTRUCTION	29.00	0.287%	\$ 916		\$ 916	\$ 68	\$ 984
540-50- OLD TOWNE PARKING FACILITY	4.00	0.040%	\$ 126		\$ 126	\$ 9	\$ 136
550-50- REIMBURSABLE CAPITAL PROJECTS	2.00	0.020%	\$ 63		\$ 63	\$ 5	\$ 68
553-50- CITY INFRASTRUCTURE BOND	1.00	0.010%	\$ 32		\$ 32	\$ 2	\$ 34
560-30- FIRE FACILITY FEE DISTRICTS ALL COM 6/07	57.00	0.565%	\$ 1,801		\$ 1,801	\$ 134	\$ 1,935
570-40- POLICE FACILITY FEES	9.00	0.089%	\$ 284		\$ 284	\$ 21	\$ 306



**100-12-1221 GENERAL REVENUE****ALLOCATION DETAIL**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
573-70- LIBRARY FACILITY FEES	78.00	0.773%	\$ 2,464		\$ 2,464	\$ 184	\$ 2,648
600-80- WATER	110.00	1.090%	\$ 3,475		\$ 3,475	\$ 259	\$ 3,734
710-50- EQUIPMENT EXPENSE	4.00	0.040%	\$ 126		\$ 126	\$ 9	\$ 136
720-50- EQUIPMENT REPLACEMENT	4.00	0.040%	\$ 126		\$ 126	\$ 9	\$ 136
730-03- SELF INSURANCE - WORKERS COMPENSATION	22.00	0.218%	\$ 695		\$ 695	\$ 52	\$ 747
740-03- SELF INSURANCE - LIABILITY	94.00	0.932%	\$ 2,969		\$ 2,969	\$ 222	\$ 3,191
780-16- INFORMATION SYSTEMS FUND	2.00	0.020%	\$ 63		\$ 63	\$ 5	\$ 68
877-12- COMMUNITY FACILITIES DISTRICT 91-2	9.00	0.089%	\$ 284		\$ 284	\$ 21	\$ 306
878-12- COMM FACILITIES DISTRICT 06-1 DEL RIO	7.00	0.069%	\$ 221		\$ 221	\$ 17	\$ 238
916-60- AFFORDABLE HOUSING - NEW CONSTRUCTION	2.00	0.020%	\$ 63		\$ 63	\$ 5	\$ 68
920-98- REDEVELOPMENT OBLIGATION RETIREMENT FUND	2.00	0.020%	\$ 63		\$ 63	\$ 5	\$ 68
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	5.00	0.050%	\$ 158		\$ 158	\$ 12	\$ 170
940-98- ORANGE MERGED CAPITAL PROJECTS	2.00	0.020%	\$ 63		\$ 63	\$ 5	\$ 68
987-98- ORANGE MERGED DEBT SERVICE	1.00	0.010%	\$ 32		\$ 32	\$ 2	\$ 34
<b>Total</b>	<b>10,088.50</b>	<b>100.000%</b>	<b>\$ 318,695</b>	<b>\$ -</b>	<b>\$318,695</b>	<b>\$21,127</b>	<b>\$339,822</b>

**Allocation Basis:**

# of Cashiering Transactions

**Source of Allocation:**

Transaction Report

## ALLOCATION SUMMARY

100-12-1221 GENERAL REVENUE	Revenue Support	Cash Receipts	Total
100-01-0101 CITY COUNCIL	\$ -	\$ 32	\$ 32
100-02-0201 CITY MANAGER	\$ 41	\$ 347	\$ 389
100-03-0301 CITY ATTORNEY	\$ 41	\$ -	\$ 41
100-04-0401 CITY CLERK	\$ -	\$ 20,502	\$ 20,502
100-12-1201 FINANCE ADMIN	\$ 123	\$ 316	\$ 439
100-12-1205 PURCHASING AND WAREHOUSE	\$ -	\$ 32	\$ 32
100-12-1221 GENERAL REVENUE	\$ -	\$ 14,373	\$ 14,373
100-12-1231 GENERAL ACCOUNTING	\$ -	\$ 68	\$ 68
100-14-1401 HUMAN RESOURCES	\$ -	\$ 102	\$ 102
100-50-5028 FACILITY MAINTENANCE	\$ -	\$ 441	\$ 441
100-00-0000 NON DEPARTMENTAL	\$ 54,307	\$ 18,162	\$ 72,469
100-02-0218 ECONOMIC DEVELOPMENT	\$ -	\$ 102	\$ 102
100-20-2001 LIBRARY ADMINISTRATION	\$ -	\$ 2,274	\$ 2,274
100-20-2014 LENDING SERVICES	\$ -	\$ 32,284	\$ 32,284
100-20-2016 ADULT & BRANCH SERVICES	\$ -	\$ 10,252	\$ 10,252
100-20-2017 CHILDREN & TEEN SERVICES	\$ -	\$ 170	\$ 170
100-30-3011 FIRE ADMINISTRATION	\$ 307	\$ 2,495	\$ 2,802
100-30-3012 FIRE PREVENTION	\$ 60,580	\$ 16,651	\$ 77,231
100-30-3015 EMT PROGRAM	\$ -	\$ 306	\$ 306
100-30-3021 FIRE SUPPRESSION	\$ 1,097	\$ -	\$ 1,097
100-30-3022 PARAMEDICS	\$ 88	\$ 4,634	\$ 4,722
100-30-3023 FIRE TRAINING	\$ -	\$ 51	\$ 51
100-30-3024 Strike Team	\$ 3,422	\$ -	\$ 3,422
100-40-4001 OFFICE OF THE POLICE CHIEF	\$ 1,623	\$ 25	\$ 1,649
100-40-4011 POLICE ADMINISTRATION	\$ 42,068	\$ 1,697	\$ 43,766
100-40-4013 RECORDS	\$ -	\$ 9,964	\$ 9,964
100-40-4021 PATROL	\$ 483	\$ 17	\$ 500
100-40-4031 DETECTIVES	\$ 307	\$ 59	\$ 366
100-40-4032 GANGS	\$ 44	\$ 8	\$ 52
100-40-4033 NARCOTICS	\$ 395	\$ 144	\$ 539
100-40-4034 LAB/PROPERTY	\$ -	\$ 25	\$ 25

## ALLOCATION SUMMARY

100-12-1221 GENERAL REVENUE	Revenue Support	Cash Receipts	Total
100-40-4041 TRAFFIC SERVICES	\$ 439	\$ 1,307	\$ 1,746
100-40-4081 HOMELAND SECURITY	\$ -	\$ 17	\$ 17
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	\$ 5,878	\$ 10,693	\$ 16,572
100-50-5011 ENGINEERING	\$ 5,922	\$ 611	\$ 6,533
100-50-5012 DEVELOPMENT SERVICES	\$ 37,462	\$ 6,009	\$ 43,471
100-50-5013 BUILDING & SAFETY	\$ -	\$ 102	\$ 102
100-50-5021 STREET MAINTENANCE SERVICES	\$ -	\$ 509	\$ 509
100-50-5022 REFUSE & SANITATION SERVICES	\$ 439	\$ -	\$ 439
100-50-5031 TRANSPORTATION PLANNING	\$ 1,711	\$ 3,972	\$ 5,683
100-50-5032 TRAFFIC OPERATIONS	\$ 3,773	\$ -	\$ 3,773
100-50-5073 ROADWAY MAINTENANCE	\$ -	\$ 2,037	\$ 2,037
100-50-5074 TRANSPORTATION SERVICES	\$ -	\$ 1,833	\$ 1,833
100-50-5095 Reimbursable	\$ 44	\$ -	\$ 44
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	\$ 20,179	\$ 1,596	\$ 21,774
100-60-6011 ADVANCE PLANNING	\$ 6,624	\$ -	\$ 6,624
100-60-6021 CURRENT PLANNING	\$ 10,660	\$ 10,660	\$ 21,319
100-60-6031 BUILDING INSPECTION	\$ -	\$ 86,736	\$ 86,736
100-60-6032 CODE ENFORCEMENT	\$ -	\$ 1,086	\$ 1,086
100-60-6034 PERMIT SERVICES	\$ 1,886	\$ 102	\$ 1,988
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	\$ 44	\$ 26,649	\$ 26,693
100-70-7014 RECREATION - ATHLETICS	\$ 44	\$ -	\$ 44
100-70-7015 SPECIAL EVENTS	\$ -	\$ 2,478	\$ 2,478
100-70-7022 ENVIRONMENTAL SERVICES	\$ 1,009	\$ 951	\$ 1,959
105-00- NON-DEPARTMENTAL	\$ 175	\$ -	\$ 175
110-60- BUILDING RECORDS MGMT FEE	\$ -	\$ 15,276	\$ 15,276
120-40- PROP 172	\$ -	\$ 110	\$ 110
125-30- EMT TRANSPORT FUND	\$ -	\$ 1,069	\$ 1,069
126-30- OPIOID SETTLEMENT	\$ -	\$ 51	\$ 51
130-00- 1% PEG Program	\$ -	\$ 441	\$ 441
150-50- OC HEADSTART (OCPT) BUILDING MAINT	\$ 526	\$ -	\$ 526
220-50- SEWER	\$ 24,478	\$ 2,750	\$ 27,227
245-70- AB 2766 AIR POLLUTION REDUCTION	\$ -	\$ 136	\$ 136

## ALLOCATION SUMMARY

100-12-1221 GENERAL REVENUE	Revenue Support	Cash Receipts	Total
263-50- TRAFFIC IMPROVEMNT -MEASURE M2	\$ -	\$ 441	\$ 441
270-50- GAS TAX MAINTENANCE	\$ 2,413	\$ 2,139	\$ 4,551
274-50- RMRA Road Maint Rehabilitation Account	\$ -	\$ 373	\$ 373
287-50- City-Wide TSIP	\$ -	\$ 1,188	\$ 1,188
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	\$ 44	\$ 1,731	\$ 1,775
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	\$ -	\$ 611	\$ 611
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	\$ -	\$ 509	\$ 509
312-60- SB2-BUILDING HOMES & JOBS ACT	\$ -	\$ 204	\$ 204
315-60- CDBG - HOUSING REHAB/LOANS	\$ -	\$ 68	\$ 68
317-60- HOME	\$ 44	\$ 170	\$ 214
350-40- TRAFFIC SAFETY	\$ -	\$ 2,784	\$ 2,784
353-40- FEDERAL POLICE GRANTS	\$ 44	\$ -	\$ 44
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERV	\$ -	\$ 76	\$ 76
355-40- ASSET SEIZURE- FEDERAL	\$ -	\$ 110	\$ 110
356-40- ASSET SEIZURE - STATE (85%)	\$ -	\$ 8	\$ 8
357-40- ASSET SEIZURE - STATE (15%)	\$ -	\$ 8	\$ 8
358-40- RNSP - FEDERAL	\$ -	\$ 85	\$ 85
500-50- CAPITAL PROJECTS	\$ -	\$ 68	\$ 68
510-70- PARK ACQUISITION (INFILL)	\$ -	\$ 1,426	\$ 1,426
511-70- PARK ACQUISITION & DEVELOPMENT (QUIMBY)	\$ -	\$ 34	\$ 34
512-70- EL MODENA PARK FACILITY - CELL TOWER FEE	\$ 658	\$ -	\$ 658
520-50- SEWER CONSTRUCTION	\$ 1,316	\$ 984	\$ 2,300
540-50- OLD TOWNE PARKING FACILITY	\$ -	\$ 136	\$ 136
550-50- REIMBURSABLE CAPITAL PROJECTS	\$ 921	\$ 68	\$ 989
553-50- CITY INFRASTRUCTURE BOND	\$ -	\$ 34	\$ 34
560-30- FIRE FACILITY FEE DISTRICTS ALL COM 6/07	\$ -	\$ 1,935	\$ 1,935
570-40- POLICE FACILITY FEES	\$ -	\$ 306	\$ 306
573-70- LIBRARY FACILITY FEES	\$ -	\$ 2,648	\$ 2,648
600-80- WATER	\$ 43,823	\$ 3,734	\$ 47,557
710-50- EQUIPMENT EXPENSE	\$ 351	\$ 136	\$ 487
720-50- EQUIPMENT REPLACEMENT	\$ 1,228	\$ 136	\$ 1,364
730-03- SELF INSURANCE - WORKERS COMPENSATION	\$ -	\$ 747	\$ 747

ALLOCATION SUMMARY

100-12-1221 GENERAL REVENUE	Revenue Support	Cash Receipts	Total
740-03- SELF INSURANCE - LIABILITY	\$ -	\$ 3,191	\$ 3,191
780-16- INFORMATION SYSTEMS FUND	\$ -	\$ 68	\$ 68
877-12- COMMUNITY FACILITIES DISTRICT 91-2	\$ -	\$ 306	\$ 306
878-12- COMM FACILITIES DISTRICT 06-1 DEL RIO	\$ -	\$ 238	\$ 238
916-60- AFFORDABLE HOUSING - NEW CONSTRUCTION	\$ -	\$ 68	\$ 68
920-98- REDEVELOPMENT OBLIGATION RETIREMENT FUND	\$ -	\$ 68	\$ 68
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	\$ 658	\$ 170	\$ 828
940-98- ORANGE MERGED CAPITAL PROJECTS	\$ 2,106	\$ 68	\$ 2,174
987-98- ORANGE MERGED DEBT SERVICE	\$ -	\$ 34	\$ 34
Total	\$ 339,822	\$ 339,822	\$ 679,645



## 8 GENERAL ACCOUNTING

The General Accounting Department is responsible for maintaining and reporting on the City's financial records. As part of these duties, the division processes accounts payable, including CalCard transactions; maintains the general ledger and associated internal controls; assists with payroll; and issues the Annual Comprehensive Financial Report, among other internal and external reports. General Accounting costs are allocated to Receiving Departments as follows:

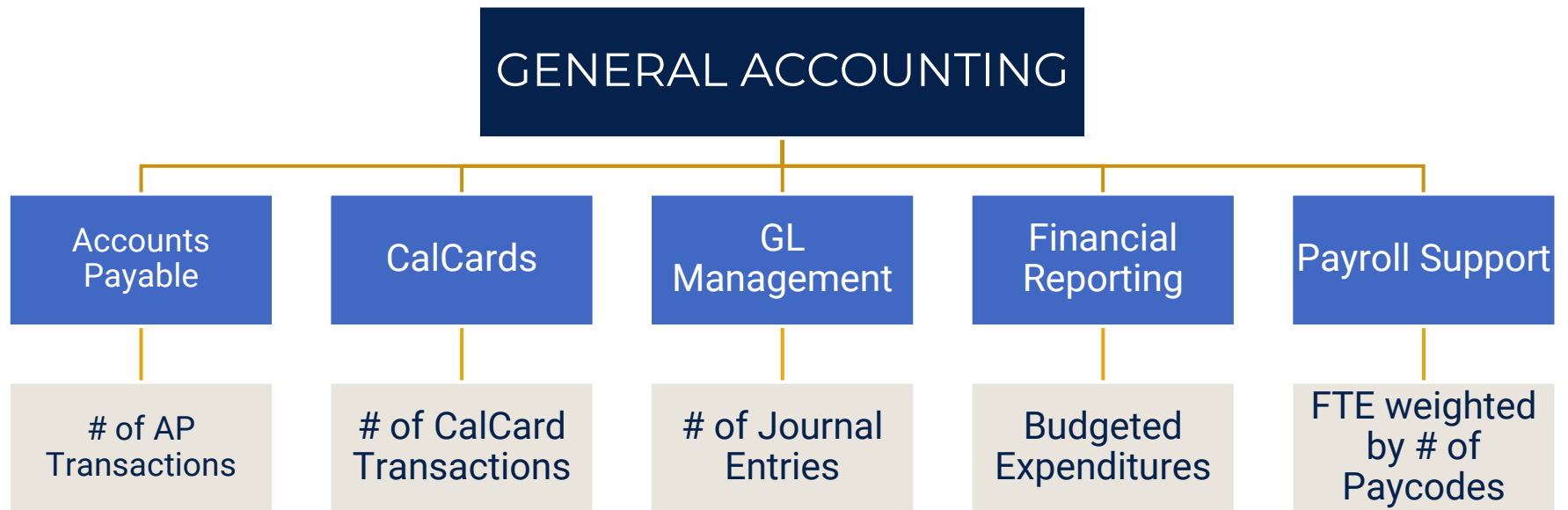
- **Accounts Payable** – represents the costs associated with managing accounts payable. These costs are allocated by on the number of AP transactions per fund, department, and division.<sup>4</sup>
- **CalCards** – represents the costs associated with reviewing CalCard transactions. These costs are allocated based number of CalCards transactions per department.
- **GL Management** – represents the costs associated with maintaining the City's general ledger. These costs are allocated based on the number of journal entries per department.
- **Financial Reporting** – represents costs associated with preparing internal and external financial reports. These costs have been allocated based on budgeted expenditures per department.
- **Payroll Support** – represents the costs associated with supporting payroll processing. These costs are allocated based on the number of full-time equivalents (FTEs) per division, weighted by the number of paycodes.<sup>5</sup>

The chart on the following page illustrates the functions and measures used to allocate General Accounting costs. The top tier shows the Central Service department, the second tier shows the functions developed, and the third tier shows the measures used to allocate costs citywide. The pages following the chart provide an aggregate picture of the department's expenses, a function-by-function breakdown of expenses, each function's allocation, and an allocation summary.

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<sup>4</sup> To better account for the level of effort expended by Finance staff in managing accounts payable for departments with more or less internal staff support, AP transactions for the following departments have been weighted: Fire (1.3), Police (0.65).

<sup>5</sup> To more accurately reflect the additional complexity of their payroll process, Fire divisions have been weighted by 1.5.



**COSTS TO BE ALLOCATED**

<b>100-12-1231 GENERAL ACCOUNTING</b>	<b>First Allocation</b>	<b>Second Allocation</b>	<b>Total</b>
<b>Departmental Expenditures</b>	\$ 1,255,838		\$ 1,255,838
<b>Total Deductions</b>	\$ -		\$ -
<b>Incoming Costs</b>			
100-01-0101 CITY COUNCIL	\$ 279	\$ 2,199	\$ 2,478
100-02-0201 CITY MANAGER	\$ 13,440	\$ 1,500	\$ 14,940
100-04-0401 CITY CLERK	\$ 10,129	\$ 1,979	\$ 12,108
100-12-1201 FINANCE ADMIN	\$ 323,579	\$ 24,420	\$ 347,998
100-12-1205 PURCHASING AND WAREHOUSE	\$ 556	\$ 34	\$ 589
100-12-1221 GENERAL REVENUE	\$ 63	\$ 5	\$ 68
100-12-1231 GENERAL ACCOUNTING		\$ 6,334	\$ 6,334
100-14-1401 HUMAN RESOURCES		\$ 24,122	\$ 24,122
<b>Total Incoming Costs</b>	\$ 348,045	\$ 60,592	\$ 408,637
<b>Total Cost Adjustments</b>	\$ -		\$ -
<b>Total Costs to be Allocated</b>	\$ 1,603,883	\$ 60,592	\$ 1,664,475



## 100-12-1231 GENERAL ACCOUNTING

## EXPENSE DETAIL

Expense Type	Expense (\$)
<b>Personnel</b>	
Salary and Benefits	\$1,111,238
<b>Subtotal Personnel Cost</b>	<b>\$1,111,238</b>
<b>Operating Services &amp; Supplies</b>	
Contractual Services	\$ 144,600
<b>Subtotal Operating Cost</b>	<b>\$ 144,600</b>
<b>DEPARTMENTAL EXPENDITURES</b>	<b>\$1,255,838</b>

<b>Disallowed Costs</b>	
<b>Subtotal Disallowed Costs</b>	<b>\$ -</b>
<b>Cost Adjustments</b>	
<b>Subtotal Cost Adjustments</b>	<b>\$ -</b>
<b>FUNCTIONAL COST</b>	<b>\$1,255,838</b>

<b>First Allocation</b>	
Incoming - All Others	\$ 348,045
Reallocate Admin Costs	\$ (0)
Unallocated Costs	\$ -
<b>Subtotal of First Allocation</b>	<b>\$1,603,883</b>

<b>Second Allocation</b>	
Incoming - All Others	\$ 60,592
Reallocate Admin Costs	\$ 0
Unallocated Costs	\$ -
<b>Subtotal of Second Allocation</b>	<b>\$ 60,592</b>

<b>TOTAL ALLOCATED</b>	<b>\$1,664,475</b>
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General Admin	Accounts Payable	CalCards	GL Management	Financial Reporting	Payroll Support
<b>Personnel</b>					
\$ 12,175	\$ 160,488	\$ 60,875	\$ 200,886	\$ 250,693	\$ 426,122
<b>\$ 12,175</b>	<b>\$ 160,488</b>	<b>\$ 60,875</b>	<b>\$ 200,886</b>	<b>\$ 250,693</b>	<b>\$ 426,122</b>
<b>Operating Services &amp; Supplies</b>					
\$ 1,584	\$ 20,883	\$ 7,921	\$ 26,140	\$ 32,621	\$ 55,449
<b>\$ 1,584</b>	<b>\$ 20,883</b>	<b>\$ 7,921</b>	<b>\$ 26,140</b>	<b>\$ 32,621</b>	<b>\$ 55,449</b>
<b>\$ 13,759</b>	<b>\$ 181,371</b>	<b>\$ 68,796</b>	<b>\$ 227,026</b>	<b>\$ 283,314</b>	<b>\$ 481,571</b>
<b>Disallowed Costs</b>					
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>Cost Adjustments</b>					
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
<b>\$ 13,759</b>	<b>\$ 181,371</b>	<b>\$ 68,796</b>	<b>\$ 227,026</b>	<b>\$ 283,314</b>	<b>\$ 481,571</b>
<b>First Allocation</b>					
\$ 3,813	\$ 50,266	\$ 19,066	\$ 62,919	\$ 78,518	\$ 133,464
\$ (17,572)	\$ 2,566	\$ 973	\$ 3,212	\$ 4,008	\$ 6,813
	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>\$ 234,202</b>	<b>\$ 88,835</b>	<b>\$ 293,157</b>	<b>\$ 365,840</b>	<b>\$ 621,848</b>
<b>Second Allocation</b>					
\$ 664	\$ 8,751	\$ 3,319	\$ 10,954	\$ 13,669	\$ 23,235
\$ (664)	\$ 97	\$ 37	\$ 121	\$ 151	\$ 257
	\$ -	\$ -	\$ -	\$ -	\$ -
	<b>\$ 8,848</b>	<b>\$ 3,356</b>	<b>\$ 11,075</b>	<b>\$ 13,821</b>	<b>\$ 23,492</b>
	<b>\$ 243,050</b>	<b>\$ 92,191</b>	<b>\$ 304,232</b>	<b>\$ 379,661</b>	<b>\$ 645,340</b>

## 100-12-1231 GENERAL ACCOUNTING

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>Accounts Payable</b>							
100-01-0101 CITY COUNCIL	10.00	0.058%	\$ 135		\$ 135		\$ 135
100-02-0201 CITY MANAGER	222.00	1.279%	\$ 2,995		\$ 2,995		\$ 2,995
100-03-0301 CITY ATTORNEY	175.00	1.008%	\$ 2,361		\$ 2,361		\$ 2,361
100-04-0401 CITY CLERK	184.00	1.060%	\$ 2,482		\$ 2,482		\$ 2,482
100-12-1201 FINANCE ADMIN	106.00	0.611%	\$ 1,430		\$ 1,430		\$ 1,430
100-12-1205 PURCHASING AND WAREHOUSE	48.00	0.276%	\$ 647		\$ 647		\$ 647
100-12-1221 GENERAL REVENUE	109.00	0.628%	\$ 1,470		\$ 1,470		\$ 1,470
100-12-1231 GENERAL ACCOUNTING	86.00	0.495%	\$ 1,160		\$ 1,160		\$ 1,160
100-14-1401 HUMAN RESOURCES	479.00	2.759%	\$ 6,461		\$ 6,461	\$ 258	\$ 6,720
100-50-5028 FACILITY MAINTENANCE	637.00	3.669%	\$ 8,593		\$ 8,593	\$ 343	\$ 8,936
100-00-0000 NON DEPARTMENTAL	192.00	1.106%	\$ 2,590		\$ 2,590	\$ 103	\$ 2,693
100-02-0218 ECONOMIC DEVELOPMENT	71.00	0.409%	\$ 958		\$ 958	\$ 38	\$ 996
100-20-2001 LIBRARY ADMINISTRATION	349.00	2.010%	\$ 4,708		\$ 4,708	\$ 188	\$ 4,896
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	93.00	0.536%	\$ 1,255		\$ 1,255	\$ 50	\$ 1,305
100-20-2014 LENDING SERVICES	37.00	0.213%	\$ 499		\$ 499	\$ 20	\$ 519
100-20-2016 ADULT & BRANCH SERVICES	54.00	0.311%	\$ 728		\$ 728	\$ 29	\$ 758
100-20-2017 CHILDREN & TEEN SERVICES	56.00	0.323%	\$ 755		\$ 755	\$ 30	\$ 786
100-30-3001 OFFICE OF THE FIRE CHIEF	16.90	0.097%	\$ 228		\$ 228	\$ 9	\$ 237
100-30-3011 FIRE ADMINISTRATION	920.40	5.301%	\$ 12,416		\$ 12,416	\$ 496	\$ 12,912
100-30-3012 FIRE PREVENTION	162.50	0.936%	\$ 2,192		\$ 2,192	\$ 88	\$ 2,280
100-30-3021 FIRE SUPPRESSION	891.80	5.137%	\$ 12,030		\$ 12,030	\$ 480	\$ 12,510
100-30-3022 PARAMEDICS	217.10	1.250%	\$ 2,929		\$ 2,929	\$ 117	\$ 3,046
100-30-3023 FIRE TRAINING	62.40	0.359%	\$ 842		\$ 842	\$ 34	\$ 875
100-30-3024 Strike Team	35.10	0.202%	\$ 473		\$ 473	\$ 19	\$ 492
100-40-4001 OFFICE OF THE POLICE CHIEF	25.35	0.146%	\$ 342		\$ 342	\$ 14	\$ 356
100-40-4011 POLICE ADMINISTRATION	1,242.15	7.154%	\$ 16,756		\$ 16,756	\$ 669	\$ 17,425
100-40-4012 DISPATCH	14.30	0.082%	\$ 193		\$ 193	\$ 8	\$ 201
100-40-4013 RECORDS	14.30	0.082%	\$ 193		\$ 193	\$ 8	\$ 201
100-40-4021 PATROL	159.25	0.917%	\$ 2,148		\$ 2,148	\$ 86	\$ 2,234
100-40-4031 DETECTIVES	76.70	0.442%	\$ 1,035		\$ 1,035	\$ 41	\$ 1,076
100-40-4032 GANGS	22.75	0.131%	\$ 307		\$ 307	\$ 12	\$ 319
100-40-4033 NARCOTICS	87.10	0.502%	\$ 1,175		\$ 1,175	\$ 47	\$ 1,222
100-40-4034 LAB/PROPERTY	42.25	0.243%	\$ 570		\$ 570	\$ 23	\$ 593
100-40-4041 TRAFFIC SERVICES	105.95	0.610%	\$ 1,429		\$ 1,429	\$ 57	\$ 1,486
100-40-4081 HOMELAND SECURITY	0.65	0.004%	\$ 9		\$ 9	\$ 0	\$ 9
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	230.00	1.325%	\$ 3,103		\$ 3,103	\$ 124	\$ 3,226
100-50-5011 ENGINEERING	36.00	0.207%	\$ 486		\$ 486	\$ 19	\$ 505
100-50-5012 DEVELOPMENT SERVICES	19.00	0.109%	\$ 256		\$ 256	\$ 10	\$ 267
100-50-5013 BUILDING & SAFETY	14.00	0.081%	\$ 189		\$ 189	\$ 8	\$ 196
100-50-5021 STREET MAINTENANCE SERVICES	45.00	0.259%	\$ 607		\$ 607	\$ 24	\$ 631
100-50-5022 REFUSE & SANITATION SERVICES	52.00	0.300%	\$ 701		\$ 701	\$ 28	\$ 729

## 100-12-1231 GENERAL ACCOUNTING

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
100-50-5025 TREE MAINTENANCE	64.00	0.369%	\$ 863		\$ 863	\$ 34	\$ 898
100-50-5031 TRANSPORTATION PLANNING	80.00	0.461%	\$ 1,079		\$ 1,079	\$ 43	\$ 1,122
100-50-5073 ROADWAY MAINTENANCE	101.00	0.582%	\$ 1,362		\$ 1,362	\$ 54	\$ 1,417
100-50-5074 TRANSPORTATION SERVICES	118.00	0.680%	\$ 1,592		\$ 1,592	\$ 64	\$ 1,655
100-50-5095 Reimbursable	14.00	0.081%	\$ 189		\$ 189	\$ 8	\$ 196
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	109.00	0.628%	\$ 1,470		\$ 1,470	\$ 59	\$ 1,529
100-60-6011 ADVANCE PLANNING	14.00	0.081%	\$ 189		\$ 189	\$ 8	\$ 196
100-60-6021 CURRENT PLANNING	109.00	0.628%	\$ 1,470		\$ 1,470	\$ 59	\$ 1,529
100-60-6031 BUILDING INSPECTION	108.00	0.622%	\$ 1,457		\$ 1,457	\$ 58	\$ 1,515
100-60-6032 CODE ENFORCEMENT	104.00	0.599%	\$ 1,403		\$ 1,403	\$ 56	\$ 1,459
100-60-6034 PERMIT SERVICES	38.00	0.219%	\$ 513		\$ 513	\$ 20	\$ 533
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	231.00	1.330%	\$ 3,116		\$ 3,116	\$ 124	\$ 3,241
100-70-7011 LEISURE SERVICES	324.00	1.866%	\$ 4,371		\$ 4,371	\$ 175	\$ 4,545
100-70-7014 RECREATION - ATHLETICS	105.00	0.605%	\$ 1,416		\$ 1,416	\$ 57	\$ 1,473
100-70-7015 SPECIAL EVENTS	201.00	1.158%	\$ 2,711		\$ 2,711	\$ 108	\$ 2,820
100-70-7022 ENVIRONMENTAL SERVICES	913.00	5.259%	\$ 12,316		\$ 12,316	\$ 492	\$ 12,808
100-70-7041 SENIOR SERVICES	17.00	0.098%	\$ 229		\$ 229	\$ 9	\$ 238
100-80-8041 WATER DISTRIBUTION	15.00	0.086%	\$ 202		\$ 202	\$ 8	\$ 210
100-98-9810 RDA ADMINISTRATION & OPERATIONS	2.00	0.012%	\$ 27		\$ 27	\$ 1	\$ 28
105-00- NON-DEPARTMENTAL	2.00	0.012%	\$ 27		\$ 27	\$ 1	\$ 28
110-60- BUILDING RECORDS MGMT FEE	71.00	0.409%	\$ 958		\$ 958	\$ 38	\$ 996
120-40- PROP 172	46.80	0.270%	\$ 631		\$ 631	\$ 25	\$ 657
125-30- EMT TRANSPORT FUND	354.90	2.044%	\$ 4,787		\$ 4,787	\$ 191	\$ 4,979
130-00- 1% PEG Program	30.00	0.173%	\$ 405		\$ 405	\$ 16	\$ 421
150-50- OC HEADSTART (OCPT) BUILDING MAINT	2.00	0.012%	\$ 27		\$ 27	\$ 1	\$ 28
220-50- SEWER	340.00	1.958%	\$ 4,586		\$ 4,586	\$ 183	\$ 4,770
245-70- AB 2766 AIR POLLUTION REDUCTION	40.00	0.230%	\$ 540		\$ 540	\$ 22	\$ 561
263-50- TRAFFIC IMPROVEMNT -MEASURE M2	362.00	2.085%	\$ 4,883		\$ 4,883	\$ 195	\$ 5,078
270-50- GAS TAX MAINTENANCE	161.00	0.927%	\$ 2,172		\$ 2,172	\$ 87	\$ 2,259
274-50- RMRA Road Maint Rehabilitation Account	24.00	0.138%	\$ 324		\$ 324	\$ 13	\$ 337
287-50- City-Wide TSIP	40.00	0.230%	\$ 540		\$ 540	\$ 22	\$ 561
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	110.00	0.634%	\$ 1,484		\$ 1,484	\$ 59	\$ 1,543
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	33.00	0.190%	\$ 445		\$ 445	\$ 18	\$ 463
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	18.00	0.104%	\$ 243		\$ 243	\$ 10	\$ 253
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	87.00	0.501%	\$ 1,174		\$ 1,174	\$ 47	\$ 1,220
312-60- SB2-BUILDING HOMES & JOBS ACT	6.00	0.035%	\$ 81		\$ 81	\$ 3	\$ 84
317-60- HOME	93.00	0.536%	\$ 1,255		\$ 1,255	\$ 50	\$ 1,305
350-40- TRAFFIC SAFETY	43.55	0.251%	\$ 587		\$ 587	\$ 23	\$ 611
353-40- FEDERAL POLICE GRANTS	0.65	0.004%	\$ 9		\$ 9	\$ 0	\$ 9
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERV	3.25	0.019%	\$ 44		\$ 44	\$ 2	\$ 46
355-40- ASSET SEIZURE- FEDERAL	72.15	0.416%	\$ 973		\$ 973	\$ 39	\$ 1,012
356-40- ASSET SEIZURE - STATE (85%)	1.95	0.011%	\$ 26		\$ 26	\$ 1	\$ 27
360-40- ASSET SEIZURE - TREASURY	52.65	0.303%	\$ 710		\$ 710	\$ 28	\$ 739
500-50- CAPITAL PROJECTS	184.00	1.060%	\$ 2,482		\$ 2,482	\$ 99	\$ 2,581

## 100-12-1231 GENERAL ACCOUNTING

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
510-70- PARK ACQUISITION (INFILL)	76.00	0.438%	\$ 1,025		\$ 1,025	\$ 41	\$ 1,066
511-70- PARK ACQUISITION & DEVELOPMENT (QUIMBY)	20.00	0.115%	\$ 270		\$ 270	\$ 11	\$ 281
512-70- EL MODENA PARK FACILITY - CELL TOWER FEE	5.00	0.029%	\$ 67		\$ 67	\$ 3	\$ 70
520-50- SEWER CONSTRUCTION	16.00	0.092%	\$ 216		\$ 216	\$ 9	\$ 224
540-50- OLD TOWNE PARKING FACILITY	14.00	0.081%	\$ 189		\$ 189	\$ 8	\$ 196
550-50- REIMBURSABLE CAPITAL PROJECTS	104.00	0.599%	\$ 1,403		\$ 1,403	\$ 56	\$ 1,459
551-70- GRIJALVA PARK FUND	6.00	0.035%	\$ 81		\$ 81	\$ 3	\$ 84
553-50- CITY INFRASTRUCTURE BOND	376.00	2.166%	\$ 5,072		\$ 5,072	\$ 203	\$ 5,275
555-50- PARKING IN LIEU	10.00	0.058%	\$ 135		\$ 135	\$ 5	\$ 140
560-30- FIRE FACILITY FEE DISTRICTS ALL COM 6/07	111.80	0.644%	\$ 1,508		\$ 1,508	\$ 60	\$ 1,568
570-40- POLICE FACILITY FEES	1.30	0.007%	\$ 18		\$ 18	\$ 1	\$ 18
573-70- LIBRARY FACILITY FEES	3.00	0.017%	\$ 40		\$ 40	\$ 2	\$ 42
600-80- WATER	2,111.00	12.159%	\$ 28,476		\$ 28,476	\$ 1,137	\$ 29,614
710-50- EQUIPMENT EXPENSE	590.00	3.398%	\$ 7,959		\$ 7,959	\$ 318	\$ 8,277
720-50- EQUIPMENT REPLACEMENT	439.00	2.529%	\$ 5,922		\$ 5,922	\$ 237	\$ 6,158
725-50- MAJOR BUILDING IMPROVEMENTS	7.00	0.040%	\$ 94		\$ 94	\$ 4	\$ 98
730-03- SELF INSURANCE - WORKERS COMPENSATION	306.00	1.762%	\$ 4,128		\$ 4,128	\$ 165	\$ 4,293
740-03- SELF INSURANCE - LIABILITY	373.00	2.148%	\$ 5,032		\$ 5,032	\$ 201	\$ 5,233
752-14- SELF INSURANCE - DENTAL	24.00	0.138%	\$ 324		\$ 324	\$ 13	\$ 337
760-00- EMPLOYEE ACCRUED LIABILITY	29.00	0.167%	\$ 391		\$ 391	\$ 16	\$ 407
780-16- INFORMATION SYSTEMS FUND	339.00	1.953%	\$ 4,573		\$ 4,573	\$ 183	\$ 4,756
790-16- COMPUTER REPLACEMENT	73.00	0.420%	\$ 985		\$ 985	\$ 39	\$ 1,024
810-00- CASH BOND DEPOSIT	4.00	0.023%	\$ 54		\$ 54	\$ 2	\$ 56
811-00- DPW Advance Payment	2.00	0.012%	\$ 27		\$ 27	\$ 1	\$ 28
877-12- COMMUNITY FACILITIES DISTRICT 91-2	2.00	0.012%	\$ 27		\$ 27	\$ 1	\$ 28
878-12- COMM FACILITIES DISTRICT 06-1 DEL RIO	1.00	0.006%	\$ 13		\$ 13	\$ 1	\$ 14
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	40.00	0.230%	\$ 540		\$ 540	\$ 22	\$ 561
940-98- ORANGE MERGED CAPITAL PROJECTS	12.00	0.069%	\$ 162		\$ 162	\$ 6	\$ 168
952-98- CITY TRF: NW & SW MERGED 2003 TXBL BONDS	16.00	0.092%	\$ 216		\$ 216	\$ 9	\$ 224
954-98- CITY TRF: MERGED 2008 TAX EXEMPT BONDS	4.00	0.023%	\$ 54		\$ 54	\$ 2	\$ 56
<b>Total</b>	<b>17,361.95</b>	<b>100.000%</b>	<b>\$ 234,202</b>	<b>\$ -</b>	<b>\$ 234,202</b>	<b>\$ 8,848</b>	<b>\$ 243,050</b>

Allocation Basis:

# of AP Transactions

Source of Allocation:

Transaction Report

## 100-12-1231 GENERAL ACCOUNTING

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>CalCards</b>							
100-01-0101 CITY COUNCIL	5.00	0.257%	\$ 229		\$ 229		\$ 229
100-02-0201 CITY MANAGER	84.00	4.325%	\$ 3,843		\$ 3,843		\$ 3,843
100-03-0301 CITY ATTORNEY	29.00	1.493%	\$ 1,327		\$ 1,327		\$ 1,327
100-04-0401 CITY CLERK	44.00	2.266%	\$ 2,013		\$ 2,013		\$ 2,013
100-12-1201 FINANCE ADMIN	29.00	1.493%	\$ 1,327		\$ 1,327		\$ 1,327
100-12-1205 PURCHASING AND WAREHOUSE	5.00	0.257%	\$ 229		\$ 229		\$ 229
100-12-1221 GENERAL REVENUE	4.00	0.206%	\$ 183		\$ 183		\$ 183
100-12-1231 GENERAL ACCOUNTING	13.00	0.669%	\$ 595		\$ 595		\$ 595
100-14-1401 HUMAN RESOURCES	68.00	3.502%	\$ 3,111		\$ 3,111	\$ 132	\$ 3,243
100-50-5028 FACILITY MAINTENANCE	20.00	1.030%	\$ 915		\$ 915	\$ 39	\$ 954
100-00-0000 NON DEPARTMENTAL	26.00	1.339%	\$ 1,189		\$ 1,189	\$ 50	\$ 1,240
100-02-0218 ECONOMIC DEVELOPMENT	12.00	0.618%	\$ 549		\$ 549	\$ 23	\$ 572
100-20-2001 LIBRARY ADMINISTRATION	74.00	3.811%	\$ 3,385		\$ 3,385	\$ 144	\$ 3,529
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	17.00	0.875%	\$ 778		\$ 778	\$ 33	\$ 811
100-20-2014 LENDING SERVICES	21.00	1.081%	\$ 961		\$ 961	\$ 41	\$ 1,001
100-20-2016 ADULT & BRANCH SERVICES	28.00	1.442%	\$ 1,281		\$ 1,281	\$ 54	\$ 1,335
100-20-2017 CHILDREN & TEEN SERVICES	22.00	1.133%	\$ 1,006		\$ 1,006	\$ 43	\$ 1,049
100-30-3001 OFFICE OF THE FIRE CHIEF	7.00	0.360%	\$ 320		\$ 320	\$ 14	\$ 334
100-30-3011 FIRE ADMINISTRATION	71.00	3.656%	\$ 3,248		\$ 3,248	\$ 138	\$ 3,386
100-30-3012 FIRE PREVENTION	23.00	1.184%	\$ 1,052		\$ 1,052	\$ 45	\$ 1,097
100-30-3021 FIRE SUPPRESSION	113.00	5.819%	\$ 5,169		\$ 5,169	\$ 219	\$ 5,388
100-30-3022 PARAMEDICS	19.00	0.978%	\$ 869		\$ 869	\$ 37	\$ 906
100-30-3023 FIRE TRAINING	36.00	1.854%	\$ 1,647		\$ 1,647	\$ 70	\$ 1,717
100-30-3024 Strike Team	20.00	1.030%	\$ 915		\$ 915	\$ 39	\$ 954
100-40-4001 OFFICE OF THE POLICE CHIEF	13.00	0.669%	\$ 595		\$ 595	\$ 25	\$ 620
100-40-4011 POLICE ADMINISTRATION	102.00	5.252%	\$ 4,666		\$ 4,666	\$ 198	\$ 4,864
100-40-4012 DISPATCH	3.00	0.154%	\$ 137		\$ 137	\$ 6	\$ 143
100-40-4013 RECORDS	8.00	0.412%	\$ 366		\$ 366	\$ 16	\$ 381
100-40-4021 PATROL	24.00	1.236%	\$ 1,098		\$ 1,098	\$ 47	\$ 1,144
100-40-4031 DETECTIVES	11.00	0.566%	\$ 503		\$ 503	\$ 21	\$ 525
100-40-4032 GANGS	3.00	0.154%	\$ 137		\$ 137	\$ 6	\$ 143
100-40-4033 NARCOTICS	9.00	0.463%	\$ 412		\$ 412	\$ 17	\$ 429
100-40-4034 LAB/PROPERTY	5.00	0.257%	\$ 229		\$ 229	\$ 10	\$ 238
100-40-4041 TRAFFIC SERVICES	16.00	0.824%	\$ 732		\$ 732	\$ 31	\$ 763
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	33.00	1.699%	\$ 1,510		\$ 1,510	\$ 64	\$ 1,574
100-50-5011 ENGINEERING	8.00	0.412%	\$ 366		\$ 366	\$ 16	\$ 381
100-50-5012 DEVELOPMENT SERVICES	9.00	0.463%	\$ 412		\$ 412	\$ 17	\$ 429
100-50-5021 STREET MAINTENANCE SERVICES	10.00	0.515%	\$ 457		\$ 457	\$ 19	\$ 477
100-50-5025 TREE MAINTENANCE	6.00	0.309%	\$ 274		\$ 274	\$ 12	\$ 286
100-50-5031 TRANSPORTATION PLANNING	16.00	0.824%	\$ 732		\$ 732	\$ 31	\$ 763
100-50-5073 ROADWAY MAINTENANCE	13.00	0.669%	\$ 595		\$ 595	\$ 25	\$ 620
100-50-5074 TRANSPORTATION SERVICES	8.00	0.412%	\$ 366		\$ 366	\$ 16	\$ 381

## 100-12-1231 GENERAL ACCOUNTING

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	37.00	1.905%	\$ 1,693		\$ 1,693	\$ 72	\$ 1,764
100-60-6011 ADVANCE PLANNING	7.00	0.360%	\$ 320		\$ 320	\$ 14	\$ 334
100-60-6021 CURRENT PLANNING	18.00	0.927%	\$ 823		\$ 823	\$ 35	\$ 858
100-60-6031 BUILDING INSPECTION	6.00	0.309%	\$ 274		\$ 274	\$ 12	\$ 286
100-60-6032 CODE ENFORCEMENT	22.00	1.133%	\$ 1,006		\$ 1,006	\$ 43	\$ 1,049
100-60-6034 PERMIT SERVICES	6.00	0.309%	\$ 274		\$ 274	\$ 12	\$ 286
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	36.00	1.854%	\$ 1,647		\$ 1,647	\$ 70	\$ 1,717
100-70-7011 LEISURE SERVICES	54.00	2.781%	\$ 2,470		\$ 2,470	\$ 105	\$ 2,575
100-70-7014 RECREATION - ATHLETICS	32.00	1.648%	\$ 1,464		\$ 1,464	\$ 62	\$ 1,526
100-70-7015 SPECIAL EVENTS	27.00	1.390%	\$ 1,235		\$ 1,235	\$ 52	\$ 1,288
100-70-7022 ENVIRONMENTAL SERVICES	138.00	7.106%	\$ 6,313		\$ 6,313	\$ 268	\$ 6,581
100-70-7041 SENIOR SERVICES	1.00	0.051%	\$ 46		\$ 46	\$ 2	\$ 48
110-60- BUILDING RECORDS MGMT FEE	18.00	0.927%	\$ 823		\$ 823	\$ 35	\$ 858
120-40- PROP 172	14.00	0.721%	\$ 640		\$ 640	\$ 27	\$ 668
125-30- EMT TRANSPORT FUND	28.00	1.442%	\$ 1,281		\$ 1,281	\$ 54	\$ 1,335
130-00- 1% PEG Program	1.00	0.051%	\$ 46		\$ 46	\$ 2	\$ 48
150-50- OC HEADSTART (OCPT) BUILDING MAINT	1.00	0.051%	\$ 46		\$ 46	\$ 2	\$ 48
220-50- SEWER	36.00	1.854%	\$ 1,647		\$ 1,647	\$ 70	\$ 1,717
245-70- AB 2766 AIR POLLUTION REDUCTION	1.00	0.051%	\$ 46		\$ 46	\$ 2	\$ 48
263-50- TRAFFIC IMPROVEMNT -MEASURE M2	17.00	0.875%	\$ 778		\$ 778	\$ 33	\$ 811
270-50- GAS TAX MAINTENANCE	36.00	1.854%	\$ 1,647		\$ 1,647	\$ 70	\$ 1,717
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	3.00	0.154%	\$ 137		\$ 137	\$ 6	\$ 143
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	14.00	0.721%	\$ 640		\$ 640	\$ 27	\$ 668
317-60- HOME	15.00	0.772%	\$ 686		\$ 686	\$ 29	\$ 715
355-40- ASSET SEIZURE- FEDERAL	4.00	0.206%	\$ 183		\$ 183	\$ 8	\$ 191
356-40- ASSET SEIZURE - STATE (85%)	2.00	0.103%	\$ 91		\$ 91	\$ 4	\$ 95
360-40- ASSET SEIZURE - TREASURY	9.00	0.463%	\$ 412		\$ 412	\$ 17	\$ 429
510-70- PARK ACQUISITION (INFILL)	12.00	0.618%	\$ 549		\$ 549	\$ 23	\$ 572
512-70- EL MODENA PARK FACILITY - CELL TOWER FEE	1.00	0.051%	\$ 46		\$ 46	\$ 2	\$ 48
550-50- REIMBURSABLE CAPITAL PROJECTS	1.00	0.051%	\$ 46		\$ 46	\$ 2	\$ 48
551-70- GRIJALVA PARK FUND	1.00	0.051%	\$ 46		\$ 46	\$ 2	\$ 48
553-50- CITY INFRASTRUCTURE BOND	13.00	0.669%	\$ 595		\$ 595	\$ 25	\$ 620
560-30- FIRE FACILITY FEE DISTRICTS ALL COM 6/07	10.00	0.515%	\$ 457		\$ 457	\$ 19	\$ 477
600-80- WATER	93.00	4.789%	\$ 4,254		\$ 4,254	\$ 181	\$ 4,435
710-50- EQUIPMENT EXPENSE	60.00	3.090%	\$ 2,745		\$ 2,745	\$ 116	\$ 2,861
720-50- EQUIPMENT REPLACEMENT	10.00	0.515%	\$ 457		\$ 457	\$ 19	\$ 477

100-12-1231 GENERAL ACCOUNTING

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
730-03- SELF INSURANCE - WORKERS COMPENSATION	14.00	0.721%	\$ 640		\$ 640	\$ 27	\$ 668
740-03- SELF INSURANCE - LIABILITY	15.00	0.772%	\$ 686		\$ 686	\$ 29	\$ 715
780-16- INFORMATION SYSTEMS FUND	31.00	1.596%	\$ 1,418		\$ 1,418	\$ 60	\$ 1,478
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	11.00	0.566%	\$ 503		\$ 503	\$ 21	\$ 525
Total	1,942.00	100.000%	\$ 88,835	\$ -	\$ 88,835	\$ 3,356	\$ 92,191

Allocation Basis: # of CalCard Transactions

Source of Allocation: CalCards Report

## 100-12-1231 GENERAL ACCOUNTING

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>GL Management</b>							
100-01-0101 CITY COUNCIL	6.00	0.077%	\$ 227		\$ 227		\$ 227
100-02-0201 CITY MANAGER	4.00	0.052%	\$ 151		\$ 151		\$ 151
100-03-0301 CITY ATTORNEY	4.00	0.052%	\$ 151		\$ 151		\$ 151
100-04-0401 CITY CLERK	6.00	0.077%	\$ 227		\$ 227		\$ 227
100-12-1201 FINANCE ADMIN	17.00	0.219%	\$ 643		\$ 643		\$ 643
100-12-1205 PURCHASING AND WAREHOUSE	1.00	0.013%	\$ 38		\$ 38		\$ 38
100-12-1221 GENERAL REVENUE	103.00	1.330%	\$ 3,898		\$ 3,898		\$ 3,898
100-12-1231 GENERAL ACCOUNTING	1.00	0.013%	\$ 38		\$ 38		\$ 38
100-14-1401 HUMAN RESOURCES	5.00	0.065%	\$ 189		\$ 189	\$ 7	\$ 197
100-50-5028 FACILITY MAINTENANCE	9.00	0.116%	\$ 341		\$ 341	\$ 13	\$ 354
100-00-0000 NON DEPARTMENTAL	888.00	11.464%	\$ 33,607		\$ 33,607	\$ 1,293	\$ 34,901
100-20-2001 LIBRARY ADMINISTRATION	33.00	0.426%	\$ 1,249		\$ 1,249	\$ 48	\$ 1,297
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	2.00	0.026%	\$ 76		\$ 76	\$ 3	\$ 79
100-20-2014 LENDING SERVICES	2.00	0.026%	\$ 76		\$ 76	\$ 3	\$ 79
100-20-2016 ADULT & BRANCH SERVICES	4.00	0.052%	\$ 151		\$ 151	\$ 6	\$ 157
100-20-2017 CHILDREN & TEEN SERVICES	5.00	0.065%	\$ 189		\$ 189	\$ 7	\$ 197
100-30-3001 OFFICE OF THE FIRE CHIEF	14.00	0.181%	\$ 530		\$ 530	\$ 20	\$ 550
100-30-3011 FIRE ADMINISTRATION	9.00	0.116%	\$ 341		\$ 341	\$ 13	\$ 354
100-30-3012 FIRE PREVENTION	6.00	0.077%	\$ 227		\$ 227	\$ 9	\$ 236
100-30-3015 EMT PROGRAM	5.00	0.065%	\$ 189		\$ 189	\$ 7	\$ 197
100-30-3021 FIRE SUPPRESSION	3.00	0.039%	\$ 114		\$ 114	\$ 4	\$ 118
100-30-3022 PARAMEDICS	60.00	0.775%	\$ 2,271		\$ 2,271	\$ 87	\$ 2,358
100-40-4001 OFFICE OF THE POLICE CHIEF	20.00	0.258%	\$ 757		\$ 757	\$ 29	\$ 786
100-40-4011 POLICE ADMINISTRATION	9.00	0.116%	\$ 341		\$ 341	\$ 13	\$ 354
100-40-4013 RECORDS	14.00	0.181%	\$ 530		\$ 530	\$ 20	\$ 550
100-40-4021 PATROL	2.00	0.026%	\$ 76		\$ 76	\$ 3	\$ 79
100-40-4031 DETECTIVES	1.00	0.013%	\$ 38		\$ 38	\$ 1	\$ 39
100-40-4032 GANGS	1.00	0.013%	\$ 38		\$ 38	\$ 1	\$ 39
100-40-4033 NARCOTICS	3.00	0.039%	\$ 114		\$ 114	\$ 4	\$ 118
100-40-4041 TRAFFIC SERVICES	20.00	0.258%	\$ 757		\$ 757	\$ 29	\$ 786
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	21.00	0.271%	\$ 795		\$ 795	\$ 31	\$ 825
100-50-5011 ENGINEERING	12.00	0.155%	\$ 454		\$ 454	\$ 17	\$ 472
100-50-5012 DEVELOPMENT SERVICES	7.00	0.090%	\$ 265		\$ 265	\$ 10	\$ 275
100-50-5031 TRANSPORTATION PLANNING	10.00	0.129%	\$ 378		\$ 378	\$ 15	\$ 393
100-50-5074 TRANSPORTATION SERVICES	4.00	0.052%	\$ 151		\$ 151	\$ 6	\$ 157
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	15.00	0.194%	\$ 568		\$ 568	\$ 22	\$ 590
100-60-6011 ADVANCE PLANNING	2.00	0.026%	\$ 76		\$ 76	\$ 3	\$ 79
100-60-6021 CURRENT PLANNING	14.00	0.181%	\$ 530		\$ 530	\$ 20	\$ 550
100-60-6031 BUILDING INSPECTION	32.00	0.413%	\$ 1,211		\$ 1,211	\$ 47	\$ 1,258
100-60-6032 CODE ENFORCEMENT	1.00	0.013%	\$ 38		\$ 38	\$ 1	\$ 39
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	38.00	0.491%	\$ 1,438		\$ 1,438	\$ 55	\$ 1,494
100-70-7011 LEISURE SERVICES	1.00	0.013%	\$ 38		\$ 38	\$ 1	\$ 39



## 100-12-1231 GENERAL ACCOUNTING

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
100-70-7015 SPECIAL EVENTS	4.00	0.052%	\$ 151		\$ 151	\$ 6	\$ 157
100-70-7022 ENVIRONMENTAL SERVICES	22.00	0.284%	\$ 833		\$ 833	\$ 32	\$ 865
100-70-7041 SENIOR SERVICES	1.00	0.013%	\$ 38		\$ 38	\$ 1	\$ 39
100-98-9810 RDA ADMINISTRATION & OPERATIONS	8.00	0.103%	\$ 303		\$ 303	\$ 12	\$ 314
105-00- NON-DEPARTMENTAL	9.00	0.116%	\$ 341		\$ 341	\$ 13	\$ 354
110-60- BUILDING RECORDS MGMT FEE	71.00	0.917%	\$ 2,687		\$ 2,687	\$ 103	\$ 2,790
120-40- PROP 172	65.00	0.839%	\$ 2,460		\$ 2,460	\$ 95	\$ 2,555
125-30- EMT TRANSPORT FUND	95.00	1.226%	\$ 3,595		\$ 3,595	\$ 138	\$ 3,734
126-30- OPIOID SETTLEMENT	14.00	0.181%	\$ 530		\$ 530	\$ 20	\$ 550
130-00- 1% PEG Program	35.00	0.452%	\$ 1,325		\$ 1,325	\$ 51	\$ 1,376
140-60- CASp Certification & Training Fund	43.00	0.555%	\$ 1,627		\$ 1,627	\$ 63	\$ 1,690
150-50- OC HEADSTART (OCPT) BUILDING MAINT	35.00	0.452%	\$ 1,325		\$ 1,325	\$ 51	\$ 1,376
220-50- SEWER	165.00	2.130%	\$ 6,245		\$ 6,245	\$ 240	\$ 6,485
245-70- AB 2766 AIR POLLUTION REDUCTION	25.00	0.323%	\$ 946		\$ 946	\$ 36	\$ 983
263-50- TRAFFIC IMPROVEMNT -MEASURE M2	86.00	1.110%	\$ 3,255		\$ 3,255	\$ 125	\$ 3,380
270-50- GAS TAX MAINTENANCE	203.00	2.621%	\$ 7,683		\$ 7,683	\$ 296	\$ 7,978
274-50- RMRA Road Maint Rehabilitation Account	30.00	0.387%	\$ 1,135		\$ 1,135	\$ 44	\$ 1,179
287-50- City-Wide TSIP	53.00	0.684%	\$ 2,006		\$ 2,006	\$ 77	\$ 2,083
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	56.00	0.723%	\$ 2,119		\$ 2,119	\$ 82	\$ 2,201
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	54.00	0.697%	\$ 2,044		\$ 2,044	\$ 79	\$ 2,122
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	55.00	0.710%	\$ 2,082		\$ 2,082	\$ 80	\$ 2,162
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	50.00	0.645%	\$ 1,892		\$ 1,892	\$ 73	\$ 1,965
312-60- SB2-BUILDING HOMES & JOBS ACT	18.00	0.232%	\$ 681		\$ 681	\$ 26	\$ 707
315-60- CDBG - HOUSING REHAB/LOANS	35.00	0.452%	\$ 1,325		\$ 1,325	\$ 51	\$ 1,376
316-60- FEDERAL RENTAL REHABILITATION	23.00	0.297%	\$ 870		\$ 870	\$ 33	\$ 904
317-60- HOME	111.00	1.433%	\$ 4,201		\$ 4,201	\$ 162	\$ 4,363
320-70- CALIFORNIA PARKLANDS	23.00	0.297%	\$ 870		\$ 870	\$ 33	\$ 904
350-40- TRAFFIC SAFETY	25.00	0.323%	\$ 946		\$ 946	\$ 36	\$ 983
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERV	31.00	0.400%	\$ 1,173		\$ 1,173	\$ 45	\$ 1,218
355-40- ASSET SEIZURE- FEDERAL	40.00	0.516%	\$ 1,514		\$ 1,514	\$ 58	\$ 1,572
356-40- ASSET SEIZURE - STATE (85%)	19.00	0.245%	\$ 719		\$ 719	\$ 28	\$ 747
357-40- ASSET SEIZURE - STATE (15%)	19.00	0.245%	\$ 719		\$ 719	\$ 28	\$ 747
358-40- RNSP - FEDERAL	25.00	0.323%	\$ 946		\$ 946	\$ 36	\$ 983
359-40- RNSP - TREASURY	19.00	0.245%	\$ 719		\$ 719	\$ 28	\$ 747
360-40- ASSET SEIZURE - TREASURY	40.00	0.516%	\$ 1,514		\$ 1,514	\$ 58	\$ 1,572
400-00- CITY DEBT SERVICE	11.00	0.142%	\$ 416		\$ 416	\$ 16	\$ 432
500-50- CAPITAL PROJECTS	62.00	0.800%	\$ 2,346		\$ 2,346	\$ 90	\$ 2,437
510-70- PARK ACQUISITION (INFILL)	49.00	0.633%	\$ 1,854		\$ 1,854	\$ 71	\$ 1,926
511-70- PARK ACQUISITION & DEVELOPMENT (QUIMBY)	25.00	0.323%	\$ 946		\$ 946	\$ 36	\$ 983
512-70- EL MODENA PARK FACILITY - CELL TOWER FEE	23.00	0.297%	\$ 870		\$ 870	\$ 33	\$ 904
520-50- SEWER CONSTRUCTION	40.00	0.516%	\$ 1,514		\$ 1,514	\$ 58	\$ 1,572
530-50- DRAINAGE DISTRICTS	23.00	0.297%	\$ 870		\$ 870	\$ 33	\$ 904
540-50- OLD TOWNE PARKING FACILITY	23.00	0.297%	\$ 870		\$ 870	\$ 33	\$ 904
550-50- REIMBURSABLE CAPITAL PROJECTS	69.00	0.891%	\$ 2,611		\$ 2,611	\$ 100	\$ 2,712

## 100-12-1231 GENERAL ACCOUNTING

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
551-70- GRIJALVA PARK FUND	10.00	0.129%	\$ 378		\$ 378	\$ 15	\$ 393
553-50- CITY INFRASTRUCTURE BOND	44.00	0.568%	\$ 1,665		\$ 1,665	\$ 64	\$ 1,729
555-50- PARKING IN LIEU	23.00	0.297%	\$ 870		\$ 870	\$ 33	\$ 904
560-30- FIRE FACILITY FEE DISTRICTS ALL COM 6/07	36.00	0.465%	\$ 1,362		\$ 1,362	\$ 52	\$ 1,415
570-40- POLICE FACILITY FEES	36.00	0.465%	\$ 1,362		\$ 1,362	\$ 52	\$ 1,415
573-70- LIBRARY FACILITY FEES	37.00	0.478%	\$ 1,400		\$ 1,400	\$ 54	\$ 1,454
600-80- WATER	307.00	3.963%	\$ 11,619		\$ 11,619	\$ 447	\$ 12,066
710-50- EQUIPMENT EXPENSE	106.00	1.368%	\$ 4,012		\$ 4,012	\$ 154	\$ 4,166
720-50- EQUIPMENT REPLACEMENT	2,723.00	35.154%	\$ 103,055		\$ 103,055	\$ 3,966	\$ 107,021
730-03- SELF INSURANCE - WORKERS COMPENSATION	146.00	1.885%	\$ 5,526		\$ 5,526	\$ 213	\$ 5,738
740-03- SELF INSURANCE - LIABILITY	105.00	1.356%	\$ 3,974		\$ 3,974	\$ 153	\$ 4,127
752-14- SELF INSURANCE - DENTAL	20.00	0.258%	\$ 757		\$ 757	\$ 29	\$ 786
760-00- EMPLOYEE ACCRUED LIABILITY	16.00	0.207%	\$ 606		\$ 606	\$ 23	\$ 629
780-16- INFORMATION SYSTEMS FUND	54.00	0.697%	\$ 2,044		\$ 2,044	\$ 79	\$ 2,122
790-16- COMPUTER REPLACEMENT	11.00	0.142%	\$ 416		\$ 416	\$ 16	\$ 432
810-00- CASH BOND DEPOSIT	9.00	0.116%	\$ 341		\$ 341	\$ 13	\$ 354
877-12- COMMUNITY FACILITIES DISTRICT 91-2	37.00	0.478%	\$ 1,400		\$ 1,400	\$ 54	\$ 1,454
878-12- COMM FACILITIES DISTRICT 06-1 DEL RIO	41.00	0.529%	\$ 1,552		\$ 1,552	\$ 60	\$ 1,611
916-60- AFFORDABLE HOUSING - NEW CONSTRUCTION	51.00	0.658%	\$ 1,930		\$ 1,930	\$ 74	\$ 2,004
920-98- REDEVELOPMENT OBLIGATION RETIREMENT FUND	50.00	0.645%	\$ 1,892		\$ 1,892	\$ 73	\$ 1,965
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	181.00	2.337%	\$ 6,850		\$ 6,850	\$ 264	\$ 7,114
940-98- ORANGE MERGED CAPITAL PROJECTS	98.00	1.265%	\$ 3,709		\$ 3,709	\$ 143	\$ 3,852
951-98- City Trf: Tustin Project-Taxable Bonds	23.00	0.297%	\$ 870		\$ 870	\$ 33	\$ 904
952-98- CITY TRF: NW & SW MERGED 2003 TXBL BONDS	23.00	0.297%	\$ 870		\$ 870	\$ 33	\$ 904
953-98- CITY TRF: NW & SW MERGED 2003 TAX EXEMPT	23.00	0.297%	\$ 870		\$ 870	\$ 33	\$ 904
954-98- CITY TRF: MERGED 2008 TAX EXEMPT BONDS	23.00	0.297%	\$ 870		\$ 870	\$ 33	\$ 904
987-98- ORANGE MERGED DEBT SERVICE	74.00	0.955%	\$ 2,801		\$ 2,801	\$ 108	\$ 2,908
998-00- GENERAL FIXED ASSETS ACC. GR.	69.00	0.891%	\$ 2,611		\$ 2,611	\$ 100	\$ 2,712
999-00- GENERAL LONG TERM ACCT. GR.	24.00	0.310%	\$ 908		\$ 908	\$ 35	\$ 943
<b>Total</b>	<b>7,746.00</b>	<b>100.000%</b>	<b>\$ 293,157</b>	<b>\$ -</b>	<b>\$ 293,157</b>	<b>\$ 11,075</b>	<b>\$ 304,232</b>

Allocation Basis:

# of Journal Entries

Source of Allocation:

[Journal Entries Log](#)

## 100-12-1231 GENERAL ACCOUNTING

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>Financial Reporting</b>							
100-01-0101 CITY COUNCIL	82,601.00	0.029%	\$ 108		\$ 108		\$ 108
100-02-0201 CITY MANAGER	2,152,717.00	0.768%	\$ 2,810		\$ 2,810		\$ 2,810
100-03-0301 CITY ATTORNEY	1,544,422.45	0.551%	\$ 2,016		\$ 2,016		\$ 2,016
100-04-0401 CITY CLERK	1,379,137.00	0.492%	\$ 1,800		\$ 1,800		\$ 1,800
100-12-1201 FINANCE ADMIN	1,267,615.00	0.452%	\$ 1,654		\$ 1,654		\$ 1,654
100-12-1205 PURCHASING AND WAREHOUSE	762,172.00	0.272%	\$ 995		\$ 995		\$ 995
100-12-1221 GENERAL REVENUE	639,523.00	0.228%	\$ 835		\$ 835		\$ 835
100-12-1231 GENERAL ACCOUNTING	1,255,838.00	0.448%	\$ 1,639		\$ 1,639		\$ 1,639
100-14-1401 HUMAN RESOURCES	2,204,786.00	0.787%	\$ 2,878		\$ 2,878	\$ 112	\$ 2,990
100-50-5028 FACILITY MAINTENANCE	1,713,042.00	0.611%	\$ 2,236		\$ 2,236	\$ 87	\$ 2,323
100-02-0218 ECONOMIC DEVELOPMENT	37,500.00	0.013%	\$ 49		\$ 49	\$ 2	\$ 51
100-05-0501 CITY TREASURER	4,380.00	0.002%	\$ 6		\$ 6	\$ 0	\$ 6
100-20-2001 LIBRARY ADMINISTRATION	3,135,737.12	1.119%	\$ 4,093		\$ 4,093	\$ 160	\$ 4,252
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	904,115.94	0.323%	\$ 1,180		\$ 1,180	\$ 46	\$ 1,226
100-20-2014 LENDING SERVICES	1,078,030.00	0.385%	\$ 1,407		\$ 1,407	\$ 55	\$ 1,462
100-20-2016 ADULT & BRANCH SERVICES	1,051,448.00	0.375%	\$ 1,372		\$ 1,372	\$ 54	\$ 1,426
100-20-2017 CHILDREN & TEEN SERVICES	689,668.00	0.246%	\$ 900		\$ 900	\$ 35	\$ 935
100-30-3001 OFFICE OF THE FIRE CHIEF	1,558,238.00	0.556%	\$ 2,034		\$ 2,034	\$ 79	\$ 2,113
100-30-3011 FIRE ADMINISTRATION	2,030,178.00	0.724%	\$ 2,650		\$ 2,650	\$ 103	\$ 2,753
100-30-3012 FIRE PREVENTION	2,655,824.00	0.947%	\$ 3,466		\$ 3,466	\$ 135	\$ 3,602
100-30-3021 FIRE SUPPRESSION	14,299,348.00	5.101%	\$ 18,663		\$ 18,663	\$ 729	\$ 19,391
100-30-3022 PARAMEDICS	10,793,833.00	3.851%	\$ 14,088		\$ 14,088	\$ 550	\$ 14,638
100-30-3023 FIRE TRAINING	617,432.00	0.220%	\$ 806		\$ 806	\$ 31	\$ 837
100-40-4001 OFFICE OF THE POLICE CHIEF	5,202,804.00	1.856%	\$ 6,790		\$ 6,790	\$ 265	\$ 7,056
100-40-4011 POLICE ADMINISTRATION	8,244,364.84	2.941%	\$ 10,760		\$ 10,760	\$ 420	\$ 11,180
100-40-4012 DISPATCH	2,874,616.00	1.026%	\$ 3,752		\$ 3,752	\$ 146	\$ 3,898
100-40-4013 RECORDS	1,811,788.00	0.646%	\$ 2,365		\$ 2,365	\$ 92	\$ 2,457
100-40-4021 PATROL	23,247,238.00	8.294%	\$ 30,341		\$ 30,341	\$ 1,185	\$ 31,526
100-40-4031 DETECTIVES	5,379,948.00	1.919%	\$ 7,022		\$ 7,022	\$ 274	\$ 7,296
100-40-4032 GANGS	2,084,469.00	0.744%	\$ 2,721		\$ 2,721	\$ 106	\$ 2,827
100-40-4033 NARCOTICS	2,573,125.00	0.918%	\$ 3,358		\$ 3,358	\$ 131	\$ 3,489
100-40-4034 LAB/PROPERTY	757,462.00	0.270%	\$ 989		\$ 989	\$ 39	\$ 1,027
100-40-4041 TRAFFIC SERVICES	5,589,435.96	1.994%	\$ 7,295		\$ 7,295	\$ 285	\$ 7,580
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	2,478,044.67	0.884%	\$ 3,234		\$ 3,234	\$ 126	\$ 3,360
100-50-5011 ENGINEERING	1,071,844.00	0.382%	\$ 1,399		\$ 1,399	\$ 55	\$ 1,454
100-50-5012 DEVELOPMENT SERVICES	744,972.00	0.266%	\$ 972		\$ 972	\$ 38	\$ 1,010
100-50-5021 STREET MAINTENANCE SERVICES	1,275,368.00	0.455%	\$ 1,665		\$ 1,665	\$ 65	\$ 1,730
100-50-5022 REFUSE & SANITATION SERVICES	115,970.00	0.041%	\$ 151		\$ 151	\$ 6	\$ 157
100-50-5025 TREE MAINTENANCE	728,429.00	0.260%	\$ 951		\$ 951	\$ 37	\$ 988
100-50-5031 TRANSPORTATION PLANNING	824,026.52	0.294%	\$ 1,075		\$ 1,075	\$ 42	\$ 1,117
100-50-5032 TRAFFIC OPERATIONS	249,334.00	0.089%	\$ 325		\$ 325	\$ 13	\$ 338
100-50-5073 ROADWAY MAINTENANCE	170,000.00	0.061%	\$ 222		\$ 222	\$ 9	\$ 231

## 100-12-1231 GENERAL ACCOUNTING

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
100-50-5074 TRANSPORTATION SERVICES	282,334.79	0.101%	\$ 368		\$ 368	\$ 14	\$ 383
100-50-5095 Reimbursable	21,309.01	0.008%	\$ 28		\$ 28	\$ 1	\$ 29
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	1,867,840.49	0.666%	\$ 2,438		\$ 2,438	\$ 95	\$ 2,533
100-60-6011 ADVANCE PLANNING	551,409.00	0.197%	\$ 720		\$ 720	\$ 28	\$ 748
100-60-6021 CURRENT PLANNING	743,484.81	0.265%	\$ 970		\$ 970	\$ 38	\$ 1,008
100-60-6031 BUILDING INSPECTION	635,343.74	0.227%	\$ 829		\$ 829	\$ 32	\$ 862
100-60-6032 CODE ENFORCEMENT	1,130,980.00	0.403%	\$ 1,476		\$ 1,476	\$ 58	\$ 1,534
100-60-6034 PERMIT SERVICES	1,092,606.00	0.390%	\$ 1,426		\$ 1,426	\$ 56	\$ 1,482
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	2,670,596.00	0.953%	\$ 3,486		\$ 3,486	\$ 136	\$ 3,622
100-70-7011 LEISURE SERVICES	2,814,134.00	1.004%	\$ 3,673		\$ 3,673	\$ 143	\$ 3,816
100-70-7014 RECREATION - ATHLETICS	1,024,343.00	0.365%	\$ 1,337		\$ 1,337	\$ 52	\$ 1,389
100-70-7015 SPECIAL EVENTS	272,374.00	0.097%	\$ 355		\$ 355	\$ 14	\$ 369
100-70-7022 ENVIRONMENTAL SERVICES	5,123,867.38	1.828%	\$ 6,687		\$ 6,687	\$ 261	\$ 6,948
100-70-7041 SENIOR SERVICES	389,306.00	0.139%	\$ 508		\$ 508	\$ 20	\$ 528
100-80-8041 WATER DISTRIBUTION	28,180.00	0.010%	\$ 37		\$ 37	\$ 1	\$ 38
100-98-9810 RDA ADMINISTRATION & OPERATIONS	2,613.00	0.001%	\$ 3		\$ 3	\$ 0	\$ 4
105-00- NON-DEPARTMENTAL	35,000.00	0.012%	\$ 46		\$ 46	\$ 2	\$ 47
110-60- BUILDING RECORDS MGMT FEE	871,542.38	0.311%	\$ 1,137		\$ 1,137	\$ 44	\$ 1,182
120-40- PROP 172	1,495,248.00	0.533%	\$ 1,952		\$ 1,952	\$ 76	\$ 2,028
125-30- EMT TRANSPORT FUND	3,432,094.00	1.224%	\$ 4,479		\$ 4,479	\$ 175	\$ 4,654
126-30- OPIOID SETTLEMENT	94,600.00	0.034%	\$ 123		\$ 123	\$ 5	\$ 128
130-00- 1% PEG Program	322,209.00	0.115%	\$ 421		\$ 421	\$ 16	\$ 437
140-60- CASp Certification & Training Fund	128,190.00	0.046%	\$ 167		\$ 167	\$ 7	\$ 174
150-50- OC HEADSTART (OCPT) BUILDING MAINT	12,299.00	0.004%	\$ 16		\$ 16	\$ 1	\$ 17
220-50- SEWER	9,728,574.86	3.471%	\$ 12,697		\$ 12,697	\$ 496	\$ 13,193
245-70- AB 2766 AIR POLLUTION REDUCTION	87,778.00	0.031%	\$ 115		\$ 115	\$ 4	\$ 119
263-50- TRAFFIC IMPROVEMNT -MEASURE M2	6,617,628.49	2.361%	\$ 8,637		\$ 8,637	\$ 337	\$ 8,974
270-50- GAS TAX MAINTENANCE	4,198,465.13	1.498%	\$ 5,480		\$ 5,480	\$ 214	\$ 5,694
274-50- RMRA Road Maint Rehabilitation Account	5,047,853.22	1.801%	\$ 6,588		\$ 6,588	\$ 257	\$ 6,845
287-50- City-Wide TSIP	1,597,929.81	0.570%	\$ 2,086		\$ 2,086	\$ 81	\$ 2,167
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	978,745.00	0.349%	\$ 1,277		\$ 1,277	\$ 50	\$ 1,327
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	50,103.00	0.018%	\$ 65		\$ 65	\$ 3	\$ 68
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	115,287.00	0.041%	\$ 150		\$ 150	\$ 6	\$ 156
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	676,374.75	0.241%	\$ 883		\$ 883	\$ 34	\$ 917
312-60- SB2-BUILDING HOMES & JOBS ACT	2,908,830.47	1.038%	\$ 3,796		\$ 3,796	\$ 148	\$ 3,945
317-60- HOME	360,860.50	0.129%	\$ 471		\$ 471	\$ 18	\$ 489
350-40- TRAFFIC SAFETY	82,400.00	0.029%	\$ 108		\$ 108	\$ 4	\$ 112
353-40- FEDERAL POLICE GRANTS	12,884.00	0.005%	\$ 17		\$ 17	\$ 1	\$ 17
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERV	807,927.00	0.288%	\$ 1,054		\$ 1,054	\$ 41	\$ 1,096
355-40- ASSET SEIZURE- FEDERAL	379,071.23	0.135%	\$ 495		\$ 495	\$ 19	\$ 514
356-40- ASSET SEIZURE - STATE (85%)	20,000.00	0.007%	\$ 26		\$ 26	\$ 1	\$ 27
358-40- RNSP - FEDERAL	75,000.00	0.027%	\$ 98		\$ 98	\$ 4	\$ 102
360-40- ASSET SEIZURE - TREASURY	118,000.00	0.042%	\$ 154		\$ 154	\$ 6	\$ 160
500-50- CAPITAL PROJECTS	4,140,618.58	1.477%	\$ 5,404		\$ 5,404	\$ 211	\$ 5,615

**100-12-1231 GENERAL ACCOUNTING****ALLOCATION DETAIL**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
510-70- PARK ACQUISITION (INFILL)	621,699.66	0.222%	\$ 811		\$ 811	\$ 32	\$ 843
512-70- EL MODENA PARK FACILITY - CELL TOWER FEE	92,077.00	0.033%	\$ 120		\$ 120	\$ 5	\$ 125
540-50- OLD TOWNE PARKING FACILITY	12,049.00	0.004%	\$ 16		\$ 16	\$ 1	\$ 16
550-50- REIMBURSABLE CAPITAL PROJECTS	8,117,656.54	2.896%	\$ 10,595		\$ 10,595	\$ 414	\$ 11,008
551-70- GRIJALVA PARK FUND	5,813.99	0.002%	\$ 8		\$ 8	\$ 0	\$ 8
553-50- CITY INFRASTRUCTURE BOND	428,922.35	0.153%	\$ 560		\$ 560	\$ 22	\$ 582
555-50- PARKING IN LIEU	11,800.26	0.004%	\$ 15		\$ 15	\$ 1	\$ 16
560-30- FIRE FACILITY FEE DISTRICTS ALL COM 6/07	740,000.00	0.264%	\$ 966		\$ 966	\$ 38	\$ 1,004
570-40- POLICE FACILITY FEES	65,000.00	0.023%	\$ 85		\$ 85	\$ 3	\$ 88
573-70- LIBRARY FACILITY FEES	147,743.63	0.053%	\$ 193		\$ 193	\$ 8	\$ 200
600-80- WATER	53,870,893.07	19.219%	\$ 70,309		\$ 70,309	\$ 2,745	\$ 73,054
710-50- EQUIPMENT EXPENSE	3,798,015.00	1.355%	\$ 4,957		\$ 4,957	\$ 194	\$ 5,150
720-50- EQUIPMENT REPLACEMENT	3,761,618.74	1.342%	\$ 4,909		\$ 4,909	\$ 192	\$ 5,101
730-03- SELF INSURANCE - WORKERS COMPENSATION	5,418,957.00	1.933%	\$ 7,073		\$ 7,073	\$ 276	\$ 7,349
740-03- SELF INSURANCE - LIABILITY	5,958,406.19	2.126%	\$ 7,777		\$ 7,777	\$ 304	\$ 8,080
752-14- SELF INSURANCE - DENTAL	428,465.00	0.153%	\$ 559		\$ 559	\$ 22	\$ 581
760-00- EMPLOYEE ACCRUED LIABILITY	4,883,158.00	1.742%	\$ 6,373		\$ 6,373	\$ 249	\$ 6,622
780-16- INFORMATION SYSTEMS FUND	4,618,127.18	1.648%	\$ 6,027		\$ 6,027	\$ 235	\$ 6,263
790-16- COMPUTER REPLACEMENT	3,339,481.98	1.191%	\$ 4,359		\$ 4,359	\$ 170	\$ 4,529
916-60- AFFORDABLE HOUSING - NEW CONSTRUCTION	21,029.00	0.008%	\$ 27		\$ 27	\$ 1	\$ 29
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	212,966.75	0.076%	\$ 278		\$ 278	\$ 11	\$ 289
940-98- ORANGE MERGED CAPITAL PROJECTS	71,477.00	0.025%	\$ 93		\$ 93	\$ 4	\$ 97
952-98- CITY TRF: NW & SW MERGED 2003 TXBL BONDS	161,903.60	0.058%	\$ 211		\$ 211	\$ 8	\$ 220
954-98- CITY TRF: MERGED 2008 TAX EXEMPT BONDS	3,192,235.00	1.139%	\$ 4,166		\$ 4,166	\$ 163	\$ 4,329
<b>Total</b>	<b>280,306,555.08</b>	<b>100.000%</b>	<b>\$ 365,840</b>	<b>\$ -</b>	<b>\$ 365,840</b>	<b>\$ 13,821</b>	<b>\$ 379,661</b>

**Allocation Basis:****Budgeted Expenditures****Source of Allocation:****Budgeted Expenditures**

## 100-12-1231 GENERAL ACCOUNTING

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>Payroll Support</b>							
100-01-0101 CITY COUNCIL	0.12	0.008%	\$ 49		\$ 49		\$ 49
100-02-0201 CITY MANAGER	10.01	0.663%	\$ 4,126		\$ 4,126		\$ 4,126
100-03-0301 CITY ATTORNEY	3.90	0.259%	\$ 1,608		\$ 1,608		\$ 1,608
100-04-0401 CITY CLERK	7.50	0.497%	\$ 3,092		\$ 3,092		\$ 3,092
100-12-1201 FINANCE ADMIN	3.78	0.251%	\$ 1,558		\$ 1,558		\$ 1,558
100-12-1205 PURCHASING AND WAREHOUSE	6.90	0.457%	\$ 2,845		\$ 2,845		\$ 2,845
100-12-1221 GENERAL REVENUE	4.72	0.313%	\$ 1,946		\$ 1,946		\$ 1,946
100-12-1231 GENERAL ACCOUNTING	7.04	0.467%	\$ 2,902		\$ 2,902		\$ 2,902
100-14-1401 HUMAN RESOURCES	10.00	0.663%	\$ 4,123		\$ 4,123	\$ 160	\$ 4,283
100-50-5028 FACILITY MAINTENANCE	6.36	0.421%	\$ 2,620		\$ 2,620	\$ 102	\$ 2,722
100-05-0501 CITY TREASURER	1.00	0.066%	\$ 412		\$ 412	\$ 16	\$ 428
100-20-2001 LIBRARY ADMINISTRATION	4.98	0.330%	\$ 2,051		\$ 2,051	\$ 80	\$ 2,131
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	5.98	0.396%	\$ 2,463		\$ 2,463	\$ 96	\$ 2,559
100-20-2014 LENDING SERVICES	14.63	0.970%	\$ 6,030		\$ 6,030	\$ 235	\$ 6,264
100-20-2016 ADULT & BRANCH SERVICES	10.15	0.673%	\$ 4,185		\$ 4,185	\$ 163	\$ 4,347
100-20-2017 CHILDREN & TEEN SERVICES	5.48	0.363%	\$ 2,257		\$ 2,257	\$ 88	\$ 2,345
100-30-3001 OFFICE OF THE FIRE CHIEF	3.00	0.199%	\$ 1,237		\$ 1,237	\$ 48	\$ 1,285
100-30-3011 FIRE ADMINISTRATION	11.05	0.732%	\$ 4,554		\$ 4,554	\$ 177	\$ 4,731
100-30-3012 FIRE PREVENTION	44.18	2.929%	\$ 18,215		\$ 18,215	\$ 709	\$ 18,924
100-30-3021 FIRE SUPPRESSION	206.18	13.670%	\$ 85,004		\$ 85,004	\$ 3,308	\$ 88,312
100-30-3022 PARAMEDICS	174.89	11.595%	\$ 72,102		\$ 72,102	\$ 2,806	\$ 74,907
100-30-3023 FIRE TRAINING	7.36	0.488%	\$ 3,036		\$ 3,036	\$ 118	\$ 3,154
100-40-4001 OFFICE OF THE POLICE CHIEF	7.22	0.479%	\$ 2,978		\$ 2,978	\$ 116	\$ 3,093
100-40-4011 POLICE ADMINISTRATION	45.38	3.009%	\$ 18,709		\$ 18,709	\$ 728	\$ 19,437
100-40-4012 DISPATCH	48.15	3.192%	\$ 19,850		\$ 19,850	\$ 772	\$ 20,623
100-40-4013 RECORDS	44.36	2.941%	\$ 18,287		\$ 18,287	\$ 712	\$ 18,999
100-40-4021 PATROL	290.32	19.248%	\$ 119,694		\$ 119,694	\$ 4,658	\$ 124,352
100-40-4031 DETECTIVES	58.92	3.906%	\$ 24,292		\$ 24,292	\$ 945	\$ 25,237
100-40-4032 GANGS	24.07	1.596%	\$ 9,925		\$ 9,925	\$ 386	\$ 10,311
100-40-4033 NARCOTICS	28.89	1.915%	\$ 11,910		\$ 11,910	\$ 463	\$ 12,374
100-40-4034 LAB/PROPERTY	8.37	0.555%	\$ 3,449		\$ 3,449	\$ 134	\$ 3,583
100-40-4041 TRAFFIC SERVICES	63.25	4.194%	\$ 26,078		\$ 26,078	\$ 1,015	\$ 27,093
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	6.29	0.417%	\$ 2,595		\$ 2,595	\$ 101	\$ 2,696
100-50-5011 ENGINEERING	10.67	0.707%	\$ 4,399		\$ 4,399	\$ 171	\$ 4,570
100-50-5012 DEVELOPMENT SERVICES	6.28	0.417%	\$ 2,590		\$ 2,590	\$ 101	\$ 2,691
100-50-5013 BUILDING & SAFETY	2.44	0.162%	\$ 1,008		\$ 1,008	\$ 39	\$ 1,047
100-50-5021 STREET MAINTENANCE SERVICES	12.89	0.855%	\$ 5,316		\$ 5,316	\$ 207	\$ 5,523
100-50-5022 REFUSE & SANITATION SERVICES	1.10	0.073%	\$ 454		\$ 454	\$ 18	\$ 471
100-50-5025 TREE MAINTENANCE	0.49	0.032%	\$ 202		\$ 202	\$ 8	\$ 209
100-50-5031 TRANSPORTATION PLANNING	4.31	0.286%	\$ 1,779		\$ 1,779	\$ 69	\$ 1,848
100-50-5032 TRAFFIC OPERATIONS	2.44	0.162%	\$ 1,008		\$ 1,008	\$ 39	\$ 1,047
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	6.00	0.398%	\$ 2,474		\$ 2,474	\$ 96	\$ 2,570

## 100-12-1231 GENERAL ACCOUNTING

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
100-60-6011 ADVANCE PLANNING	6.00	0.398%	\$ 2,474		\$ 2,474	\$ 96	\$ 2,570
100-60-6021 CURRENT PLANNING	5.00	0.331%	\$ 2,061		\$ 2,061	\$ 80	\$ 2,142
100-60-6031 BUILDING INSPECTION	5.00	0.331%	\$ 2,061		\$ 2,061	\$ 80	\$ 2,142
100-60-6032 CODE ENFORCEMENT	10.00	0.663%	\$ 4,123		\$ 4,123	\$ 160	\$ 4,283
100-60-6034 PERMIT SERVICES	6.74	0.447%	\$ 2,779		\$ 2,779	\$ 108	\$ 2,887
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	5.00	0.331%	\$ 2,061		\$ 2,061	\$ 80	\$ 2,142
100-70-7011 LEISURE SERVICES	26.15	1.734%	\$ 10,781		\$ 10,781	\$ 420	\$ 11,201
100-70-7014 RECREATION - ATHLETICS	8.23	0.545%	\$ 3,391		\$ 3,391	\$ 132	\$ 3,523
100-70-7022 ENVIRONMENTAL SERVICES	22.83	1.513%	\$ 9,410		\$ 9,410	\$ 366	\$ 9,776
100-70-7041 SENIOR SERVICES	1.00	0.066%	\$ 412		\$ 412	\$ 16	\$ 428
100-98-9810 RDA ADMINISTRATION & OPERATIONS	0.95	0.063%	\$ 392		\$ 392	\$ 15	\$ 407
110-60- BUILDING RECORDS MGMT FEE	0.26	0.017%	\$ 107		\$ 107	\$ 4	\$ 111
120-40- PROP 172	2.41	0.160%	\$ 993		\$ 993	\$ 39	\$ 1,031
125-30- EMT TRANSPORT FUND	44.12	2.925%	\$ 18,190		\$ 18,190	\$ 708	\$ 18,898
220-50- SEWER	26.52	1.758%	\$ 10,935		\$ 10,935	\$ 425	\$ 11,360
270-50- GAS TAX MAINTENANCE	18.87	1.251%	\$ 7,780		\$ 7,780	\$ 303	\$ 8,083
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	0.43	0.028%	\$ 176		\$ 176	\$ 7	\$ 183
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	0.06	0.004%	\$ 25		\$ 25	\$ 1	\$ 26
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	0.06	0.004%	\$ 25		\$ 25	\$ 1	\$ 26
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	2.00	0.133%	\$ 825		\$ 825	\$ 32	\$ 857
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERVS	3.55	0.235%	\$ 1,464		\$ 1,464	\$ 57	\$ 1,521
600-80- WATER	67.10	4.449%	\$ 27,664		\$ 27,664	\$ 1,076	\$ 28,740
710-50- EQUIPMENT EXPENSE	11.18	0.741%	\$ 4,611		\$ 4,611	\$ 179	\$ 4,790
730-03- SELF INSURANCE - WORKERS COMPENSATION	2.55	0.169%	\$ 1,051		\$ 1,051	\$ 41	\$ 1,092
740-03- SELF INSURANCE - LIABILITY	1.55	0.103%	\$ 639		\$ 639	\$ 25	\$ 664
780-16- INFORMATION SYSTEMS FUND	8.95	0.593%	\$ 3,690		\$ 3,690	\$ 144	\$ 3,833
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	0.77	0.051%	\$ 317		\$ 317	\$ 12	\$ 330
<b>Total</b>	<b>1,508.32</b>	<b>100.000%</b>	<b>\$ 621,848</b>	<b>\$ -</b>	<b>\$ 621,848</b>	<b>\$ 23,492</b>	<b>\$ 645,340</b>

Allocation Basis:

FTE weighted by # of Paycodes

Source of Allocation:

Personnel Log

## ALLOCATION SUMMARY

100-12-1231 GENERAL ACCOUNTING	Accounts Payable	CalCards	GL Management	Financial Reporting	Payroll Support	Total
100-01-0101 CITY COUNCIL	\$ 135	\$ 229	\$ 227	\$ 108	\$ 49	\$ 747
100-02-0201 CITY MANAGER	\$ 2,995	\$ 3,843	\$ 151	\$ 2,810	\$ 4,126	\$ 13,924
100-03-0301 CITY ATTORNEY	\$ 2,361	\$ 1,327	\$ 151	\$ 2,016	\$ 1,608	\$ 7,462
100-04-0401 CITY CLERK	\$ 2,482	\$ 2,013	\$ 227	\$ 1,800	\$ 3,092	\$ 9,614
100-12-1201 FINANCE ADMIN	\$ 1,430	\$ 1,327	\$ 643	\$ 1,654	\$ 1,558	\$ 6,613
100-12-1205 PURCHASING AND WAREHOUSE	\$ 647	\$ 229	\$ 38	\$ 995	\$ 2,845	\$ 4,754
100-12-1221 GENERAL REVENUE	\$ 1,470	\$ 183	\$ 3,898	\$ 835	\$ 1,946	\$ 8,332
100-12-1231 GENERAL ACCOUNTING	\$ 1,160	\$ 595	\$ 38	\$ 1,639	\$ 2,902	\$ 6,334
100-14-1401 HUMAN RESOURCES	\$ 6,720	\$ 3,243	\$ 197	\$ 2,990	\$ 4,283	\$ 17,432
100-50-5028 FACILITY MAINTENANCE	\$ 8,936	\$ 954	\$ 354	\$ 2,323	\$ 2,722	\$ 15,289
100-00-0000 NON DEPARTMENTAL	\$ 2,693	\$ 1,240	\$ 34,901	\$ -	\$ -	\$ 38,834
100-02-0218 ECONOMIC DEVELOPMENT	\$ 996	\$ 572	\$ -	\$ 51	\$ -	\$ 1,619
100-05-0501 CITY TREASURER	\$ -	\$ -	\$ -	\$ 6	\$ 428	\$ 434
100-20-2001 LIBRARY ADMINISTRATION	\$ 4,896	\$ 3,529	\$ 1,297	\$ 4,252	\$ 2,131	\$ 16,105
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	\$ 1,305	\$ 811	\$ 79	\$ 1,226	\$ 2,559	\$ 5,979
100-20-2014 LENDING SERVICES	\$ 519	\$ 1,001	\$ 79	\$ 1,462	\$ 6,264	\$ 9,325
100-20-2016 ADULT & BRANCH SERVICES	\$ 758	\$ 1,335	\$ 157	\$ 1,426	\$ 4,347	\$ 8,023
100-20-2017 CHILDREN & TEEN SERVICES	\$ 786	\$ 1,049	\$ 197	\$ 935	\$ 2,345	\$ 5,311
100-30-3001 OFFICE OF THE FIRE CHIEF	\$ 237	\$ 334	\$ 550	\$ 2,113	\$ 1,285	\$ 4,519
100-30-3011 FIRE ADMINISTRATION	\$ 12,912	\$ 3,386	\$ 354	\$ 2,753	\$ 4,731	\$ 24,135
100-30-3012 FIRE PREVENTION	\$ 2,280	\$ 1,097	\$ 236	\$ 3,602	\$ 18,924	\$ 26,138
100-30-3015 EMT PROGRAM	\$ -	\$ -	\$ 197	\$ -	\$ -	\$ 197
100-30-3021 FIRE SUPPRESSION	\$ 12,510	\$ 5,388	\$ 118	\$ 19,391	\$ 88,312	\$ 125,720
100-30-3022 PARAMEDICS	\$ 3,046	\$ 906	\$ 2,358	\$ 14,638	\$ 74,907	\$ 95,855
100-30-3023 FIRE TRAINING	\$ 875	\$ 1,717	\$ -	\$ 837	\$ 3,154	\$ 6,583
100-30-3024 Strike Team	\$ 492	\$ 954	\$ -	\$ -	\$ -	\$ 1,446
100-40-4001 OFFICE OF THE POLICE CHIEF	\$ 356	\$ 620	\$ 786	\$ 7,056	\$ 3,093	\$ 11,911
100-40-4011 POLICE ADMINISTRATION	\$ 17,425	\$ 4,864	\$ 354	\$ 11,180	\$ 19,437	\$ 53,260
100-40-4012 DISPATCH	\$ 201	\$ 143	\$ -	\$ 3,898	\$ 20,623	\$ 24,865
100-40-4013 RECORDS	\$ 201	\$ 381	\$ 550	\$ 2,457	\$ 18,999	\$ 22,588
100-40-4021 PATROL	\$ 2,234	\$ 1,144	\$ 79	\$ 31,526	\$ 124,352	\$ 159,335
100-40-4031 DETECTIVES	\$ 1,076	\$ 525	\$ 39	\$ 7,296	\$ 25,237	\$ 34,173
100-40-4032 GANGS	\$ 319	\$ 143	\$ 39	\$ 2,827	\$ 10,311	\$ 13,640
100-40-4033 NARCOTICS	\$ 1,222	\$ 429	\$ 118	\$ 3,489	\$ 12,374	\$ 17,632
100-40-4034 LAB/PROPERTY	\$ 593	\$ 238	\$ -	\$ 1,027	\$ 3,583	\$ 5,442



## ALLOCATION SUMMARY

100-12-1231 GENERAL ACCOUNTING	Accounts Payable	CalCards	GL Management	Financial Reporting	Payroll Support	Total
100-40-4041 TRAFFIC SERVICES	\$ 1,486	\$ 763	\$ 786	\$ 7,580	\$ 27,093	\$ 37,708
100-40-4081 HOMELAND SECURITY	\$ 9	\$ -	\$ -	\$ -	\$ -	\$ 9
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	\$ 3,226	\$ 1,574	\$ 825	\$ 3,360	\$ 2,696	\$ 11,682
100-50-5011 ENGINEERING	\$ 505	\$ 381	\$ 472	\$ 1,454	\$ 4,570	\$ 7,382
100-50-5012 DEVELOPMENT SERVICES	\$ 267	\$ 429	\$ 275	\$ 1,010	\$ 2,691	\$ 4,672
100-50-5013 BUILDING & SAFETY	\$ 196	\$ -	\$ -	\$ -	\$ 1,047	\$ 1,243
100-50-5021 STREET MAINTENANCE SERVICES	\$ 631	\$ 477	\$ -	\$ 1,730	\$ 5,523	\$ 8,361
100-50-5022 REFUSE & SANITATION SERVICES	\$ 729	\$ -	\$ -	\$ 157	\$ 471	\$ 1,358
100-50-5025 TREE MAINTENANCE	\$ 898	\$ 286	\$ -	\$ 988	\$ 209	\$ 2,381
100-50-5031 TRANSPORTATION PLANNING	\$ 1,122	\$ 763	\$ 393	\$ 1,117	\$ 1,848	\$ 5,244
100-50-5032 TRAFFIC OPERATIONS	\$ -	\$ -	\$ -	\$ 338	\$ 1,047	\$ 1,385
100-50-5073 ROADWAY MAINTENANCE	\$ 1,417	\$ 620	\$ -	\$ 231	\$ -	\$ 2,267
100-50-5074 TRANSPORTATION SERVICES	\$ 1,655	\$ 381	\$ 157	\$ 383	\$ -	\$ 2,577
100-50-5095 Reimbursable	\$ 196	\$ -	\$ -	\$ 29	\$ -	\$ 225
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	\$ 1,529	\$ 1,764	\$ 590	\$ 2,533	\$ 2,570	\$ 8,986
100-60-6011 ADVANCE PLANNING	\$ 196	\$ 334	\$ 79	\$ 748	\$ 2,570	\$ 3,926
100-60-6021 CURRENT PLANNING	\$ 1,529	\$ 858	\$ 550	\$ 1,008	\$ 2,142	\$ 6,087
100-60-6031 BUILDING INSPECTION	\$ 1,515	\$ 286	\$ 1,258	\$ 862	\$ 2,142	\$ 6,062
100-60-6032 CODE ENFORCEMENT	\$ 1,459	\$ 1,049	\$ 39	\$ 1,534	\$ 4,283	\$ 8,364
100-60-6034 PERMIT SERVICES	\$ 533	\$ 286	\$ -	\$ 1,482	\$ 2,887	\$ 5,188
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	\$ 3,241	\$ 1,717	\$ 1,494	\$ 3,622	\$ 2,142	\$ 12,214
100-70-7011 LEISURE SERVICES	\$ 4,545	\$ 2,575	\$ 39	\$ 3,816	\$ 11,201	\$ 22,176
100-70-7014 RECREATION - ATHLETICS	\$ 1,473	\$ 1,526	\$ -	\$ 1,389	\$ 3,523	\$ 7,911
100-70-7015 SPECIAL EVENTS	\$ 2,820	\$ 1,288	\$ 157	\$ 369	\$ -	\$ 4,634
100-70-7022 ENVIRONMENTAL SERVICES	\$ 12,808	\$ 6,581	\$ 865	\$ 6,948	\$ 9,776	\$ 36,978
100-70-7041 SENIOR SERVICES	\$ 238	\$ 48	\$ 39	\$ 528	\$ 428	\$ 1,282
100-80-8041 WATER DISTRIBUTION	\$ 210	\$ -	\$ -	\$ 38	\$ -	\$ 249
100-98-9810 RDA ADMINISTRATION & OPERATIONS	\$ 28	\$ -	\$ 314	\$ 4	\$ 407	\$ 753
105-00- NON-DEPARTMENTAL	\$ 28	\$ -	\$ 354	\$ 47	\$ -	\$ 429
110-60- BUILDING RECORDS MGMT FEE	\$ 996	\$ 858	\$ 2,790	\$ 1,182	\$ 111	\$ 5,938
120-40- PROP 172	\$ 657	\$ 668	\$ 2,555	\$ 2,028	\$ 1,031	\$ 6,938
125-30- EMT TRANSPORT FUND	\$ 4,979	\$ 1,335	\$ 3,734	\$ 4,654	\$ 18,898	\$ 33,599
126-30- OPIOID SETTLEMENT	\$ -	\$ -	\$ 550	\$ 128	\$ -	\$ 679
130-00- 1% PEG Program	\$ 421	\$ 48	\$ 1,376	\$ 437	\$ -	\$ 2,281
140-60- CASp Certification & Training Fund	\$ -	\$ -	\$ 1,690	\$ 174	\$ -	\$ 1,864
150-50- OC HEADSTART (OCPT) BUILDING MAINT	\$ 28	\$ 48	\$ 1,376	\$ 17	\$ -	\$ 1,468

## ALLOCATION SUMMARY

100-12-1231 GENERAL ACCOUNTING	Accounts Payable	CalCards	GL Management	Financial Reporting	Payroll Support	Total
220-50- SEWER	\$ 4,770	\$ 1,717	\$ 6,485	\$ 13,193	\$ 11,360	\$ 37,524
245-70- AB 2766 AIR POLLUTION REDUCTION	\$ 561	\$ 48	\$ 983	\$ 119	\$ -	\$ 1,710
263-50- TRAFFIC IMPROVEMNT -MEASURE M2	\$ 5,078	\$ 811	\$ 3,380	\$ 8,974	\$ -	\$ 18,243
270-50- GAS TAX MAINTENANCE	\$ 2,259	\$ 1,717	\$ 7,978	\$ 5,694	\$ 8,083	\$ 25,730
274-50- RMRA Road Maint Rehabilitation Account	\$ 337	\$ -	\$ 1,179	\$ 6,845	\$ -	\$ 8,361
287-50- City-Wide TSIP	\$ 561	\$ -	\$ 2,083	\$ 2,167	\$ -	\$ 4,811
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	\$ 1,543	\$ 143	\$ 2,201	\$ 1,327	\$ 183	\$ 5,398
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	\$ 463	\$ -	\$ 2,122	\$ 68	\$ 26	\$ 2,679
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	\$ 253	\$ -	\$ 2,162	\$ 156	\$ 26	\$ 2,597
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	\$ 1,220	\$ 668	\$ 1,965	\$ 917	\$ 857	\$ 5,627
312-60- SB2-BUILDING HOMES & JOBS ACT	\$ 84	\$ -	\$ 707	\$ 3,945	\$ -	\$ 4,736
315-60- CDBG - HOUSING REHAB/LOANS	\$ -	\$ -	\$ 1,376	\$ -	\$ -	\$ 1,376
316-60- FEDERAL RENTAL REHABILITATION	\$ -	\$ -	\$ 904	\$ -	\$ -	\$ 904
317-60- HOME	\$ 1,305	\$ 715	\$ 4,363	\$ 489	\$ -	\$ 6,872
320-70- CALIFORNIA PARKLANDS	\$ -	\$ -	\$ 904	\$ -	\$ -	\$ 904
350-40- TRAFFIC SAFETY	\$ 611	\$ -	\$ 983	\$ 112	\$ -	\$ 1,705
353-40- FEDERAL POLICE GRANTS	\$ 9	\$ -	\$ -	\$ 17	\$ -	\$ 27
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERV	\$ 46	\$ -	\$ 1,218	\$ 1,096	\$ 1,521	\$ 3,881
355-40- ASSET SEIZURE- FEDERAL	\$ 1,012	\$ 191	\$ 1,572	\$ 514	\$ -	\$ 3,289
356-40- ASSET SEIZURE - STATE (85%)	\$ 27	\$ 95	\$ 747	\$ 27	\$ -	\$ 897
357-40- ASSET SEIZURE - STATE (15%)	\$ -	\$ -	\$ 747	\$ -	\$ -	\$ 747
358-40- RNSP - FEDERAL	\$ -	\$ -	\$ 983	\$ 102	\$ -	\$ 1,084
359-40- RNSP - TREASURY	\$ -	\$ -	\$ 747	\$ -	\$ -	\$ 747
360-40- ASSET SEIZURE - TREASURY	\$ 739	\$ 429	\$ 1,572	\$ 160	\$ -	\$ 2,900
400-00- CITY DEBT SERVICE	\$ -	\$ -	\$ 432	\$ -	\$ -	\$ 432
500-50- CAPITAL PROJECTS	\$ 2,581	\$ -	\$ 2,437	\$ 5,615	\$ -	\$ 10,633
510-70- PARK ACQUISITION (INFILL)	\$ 1,066	\$ 572	\$ 1,926	\$ 843	\$ -	\$ 4,407
511-70- PARK ACQUISITION & DEVELOPMENT (QUIMBY)	\$ 281	\$ -	\$ 983	\$ -	\$ -	\$ 1,263
512-70- EL MODENA PARK FACILITY - CELL TOWER FEE	\$ 70	\$ 48	\$ 904	\$ 125	\$ -	\$ 1,147
520-50- SEWER CONSTRUCTION	\$ 224	\$ -	\$ 1,572	\$ -	\$ -	\$ 1,797
530-50- DRAINAGE DISTRICTS	\$ -	\$ -	\$ 904	\$ -	\$ -	\$ 904
540-50- OLD TOWNE PARKING FACILITY	\$ 196	\$ -	\$ 904	\$ 16	\$ -	\$ 1,117
550-50- REIMBURSABLE CAPITAL PROJECTS	\$ 1,459	\$ 48	\$ 2,712	\$ 11,008	\$ -	\$ 15,227
551-70- GRIJALVA PARK FUND	\$ 84	\$ 48	\$ 393	\$ 8	\$ -	\$ 533
553-50- CITY INFRASTRUCTURE BOND	\$ 5,275	\$ 620	\$ 1,729	\$ 582	\$ -	\$ 8,205
555-50- PARKING IN LIEU	\$ 140	\$ -	\$ 904	\$ 16	\$ -	\$ 1,060

## ALLOCATION SUMMARY

100-12-1231 GENERAL ACCOUNTING	Accounts Payable	CalCards	GL Management	Financial Reporting	Payroll Support	Total
560-30- FIRE FACILITY FEE DISTRICTS ALL COM 6/07	\$ 1,568	\$ 477	\$ 1,415	\$ 1,004	\$ -	\$ 4,464
570-40- POLICE FACILITY FEES	\$ 18	\$ -	\$ 1,415	\$ 88	\$ -	\$ 1,521
573-70- LIBRARY FACILITY FEES	\$ 42	\$ -	\$ 1,454	\$ 200	\$ -	\$ 1,697
600-80- WATER	\$ 29,614	\$ 4,435	\$ 12,066	\$ 73,054	\$ 28,740	\$ 147,909
710-50- EQUIPMENT EXPENSE	\$ 8,277	\$ 2,861	\$ 4,166	\$ 5,150	\$ 4,790	\$ 25,244
720-50- EQUIPMENT REPLACEMENT	\$ 6,158	\$ 477	\$ 107,021	\$ 5,101	\$ -	\$ 118,758
725-50- MAJOR BUILDING IMPROVEMENTS	\$ 98	\$ -	\$ -	\$ -	\$ -	\$ 98
730-03- SELF INSURANCE - WORKERS COMPENSATION	\$ 4,293	\$ 668	\$ 5,738	\$ 7,349	\$ 1,092	\$ 19,139
740-03- SELF INSURANCE - LIABILITY	\$ 5,233	\$ 715	\$ 4,127	\$ 8,080	\$ 664	\$ 18,819
752-14- SELF INSURANCE - DENTAL	\$ 337	\$ -	\$ 786	\$ 581	\$ -	\$ 1,704
760-00- EMPLOYEE ACCRUED LIABILITY	\$ 407	\$ -	\$ 629	\$ 6,622	\$ -	\$ 7,658
780-16- INFORMATION SYSTEMS FUND	\$ 4,756	\$ 1,478	\$ 2,122	\$ 6,263	\$ 3,833	\$ 18,452
790-16- COMPUTER REPLACEMENT	\$ 1,024	\$ -	\$ 432	\$ 4,529	\$ -	\$ 5,985
810-00- CASH BOND DEPOSIT	\$ 56	\$ -	\$ 354	\$ -	\$ -	\$ 410
811-00- DPW Advance Payment	\$ 28	\$ -	\$ -	\$ -	\$ -	\$ 28
877-12- COMMUNITY FACILITIES DISTRICT 91-2	\$ 28	\$ -	\$ 1,454	\$ -	\$ -	\$ 1,482
878-12- COMM FACILITIES DISTRICT 06-1 DEL RIO	\$ 14	\$ -	\$ 1,611	\$ -	\$ -	\$ 1,625
916-60- AFFORDABLE HOUSING - NEW CONSTRUCTION	\$ -	\$ -	\$ 2,004	\$ 29	\$ -	\$ 2,033
920-98- REDEVELOPMENT OBLIGATION RETIREMENT FUND	\$ -	\$ -	\$ 1,965	\$ -	\$ -	\$ 1,965
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	\$ 561	\$ 525	\$ 7,114	\$ 289	\$ 330	\$ 8,818
940-98- ORANGE MERGED CAPITAL PROJECTS	\$ 168	\$ -	\$ 3,852	\$ 97	\$ -	\$ 4,117
951-98- City Trf: Tustin Project-Taxable Bonds	\$ -	\$ -	\$ 904	\$ -	\$ -	\$ 904
952-98- CITY TRF: NW & SW MERGED 2003 TXBL BONDS	\$ 224	\$ -	\$ 904	\$ 220	\$ -	\$ 1,348
953-98- CITY TRF: NW & SW MERGED 2003 TAX EXEMPT	\$ -	\$ -	\$ 904	\$ -	\$ -	\$ 904
954-98- CITY TRF: MERGED 2008 TAX EXEMPT BONDS	\$ 56	\$ -	\$ 904	\$ 4,329	\$ -	\$ 5,289
987-98- ORANGE MERGED DEBT SERVICE	\$ -	\$ -	\$ 2,908	\$ -	\$ -	\$ 2,908
998-00- GENERAL FIXED ASSETS ACC. GR.	\$ -	\$ -	\$ 2,712	\$ -	\$ -	\$ 2,712
999-00- GENERAL LONG TERM ACCT. GR.	\$ -	\$ -	\$ 943	\$ -	\$ -	\$ 943
<b>Total</b>	<b>\$ 243,050</b>	<b>\$ 92,191</b>	<b>\$ 304,232</b>	<b>\$ 379,661</b>	<b>\$ 645,340</b>	<b>\$ 1,664,475</b>

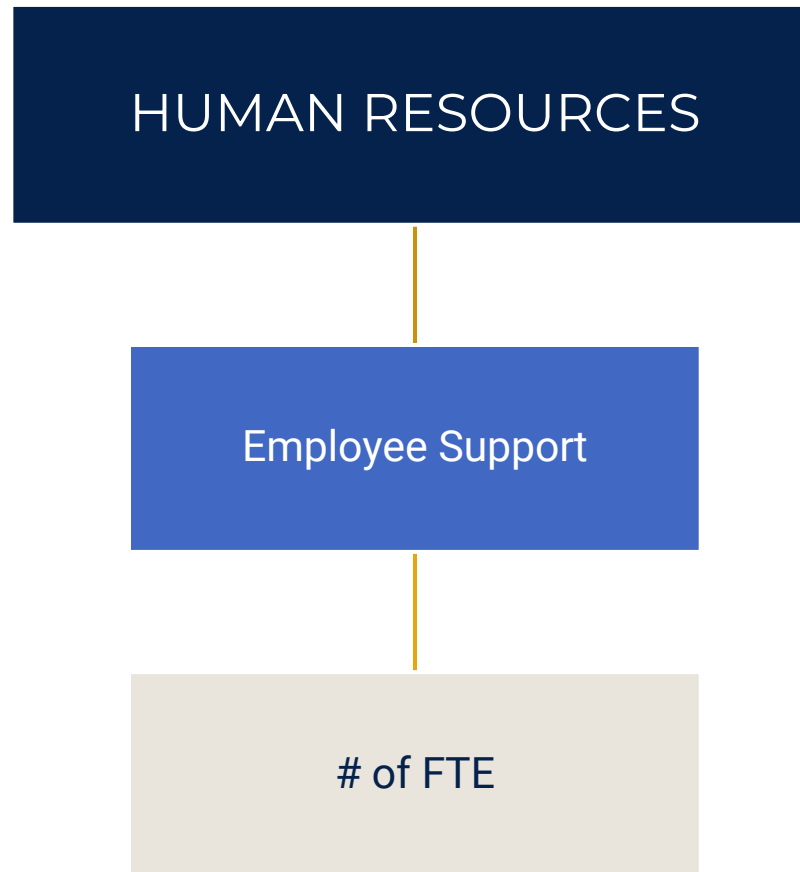


## 9 HUMAN RESOURCES

The Human Resources Department supports employees throughout the City in a variety of capacities. The department assists with hiring and discipline, provides training opportunities, manages labor relations, and administers the City's benefits plans. Human Resources costs are allocated to Receiving Departments as follows:

- **Employee Support** – represents the costs associated with providing resources and assistance to employees. These costs are allocated based on the number of full-time equivalents per fund, department, and division.

The chart on the following page illustrates the functions and measures used to allocate Human Resources costs. The top tier shows the Central Service department, the second tier shows the functions developed, and the third tier shows the measures used to allocate costs citywide. The pages following the chart provide an aggregate picture of the department's expenses, a function-by-function breakdown of expenses, each function's allocation, and an allocation summary.



**COSTS TO BE ALLOCATED**

<b>100-14-1401 HUMAN RESOURCES</b>	<b>First Allocation</b>	<b>Second Allocation</b>	<b>Total</b>
<b>Departmental Expenditures</b>	\$ 2,393,811		\$ 2,393,811
<b>Total Deductions</b>	\$ -		\$ -
<b>Incoming Costs</b>			
100-01-0101 CITY COUNCIL	\$ 1,675	\$ 13,193	\$ 14,868
100-02-0201 CITY MANAGER	\$ 52,376	\$ 5,858	\$ 58,234
100-03-0301 CITY ATTORNEY	\$ 99,393	\$ 4,868	\$ 104,261
100-04-0401 CITY CLERK	\$ 29,646	\$ 6,211	\$ 35,857
100-12-1201 FINANCE ADMIN	\$ 7,495	\$ 579	\$ 8,074
100-12-1205 PURCHASING AND WAREHOUSE	\$ 22,063	\$ 1,293	\$ 23,356
100-12-1221 GENERAL REVENUE	\$ 95	\$ 7	\$ 102
100-12-1231 GENERAL ACCOUNTING	\$ 16,762	\$ 670	\$ 17,432
100-14-1401 HUMAN RESOURCES		\$ 34,264	\$ 34,264
100-50-5028 FACILITY MAINTENANCE		\$ 29,328	\$ 29,328
<b>Total Incoming Costs</b>	<b>\$ 229,504</b>	<b>\$ 96,270</b>	<b>\$ 325,774</b>
<b>Total Cost Adjustments</b>	<b>\$ -</b>		<b>\$ -</b>
<b>Total Costs to be Allocated</b>	<b>\$ 2,623,315</b>	<b>\$ 96,270</b>	<b>\$ 2,719,585</b>

**100-14-1401 HUMAN RESOURCES****EXPENSE DETAIL**

Expense Type	Expense (\$)	Employee Support
<b>Personnel</b>		
Salary and Benefits	\$1,855,627	\$ 1,855,627
<b>Subtotal Personnel Cost</b>	<b>\$1,855,627</b>	<b>\$ 1,855,627</b>
<b>Operating Services &amp; Supplies</b>		
Contractual Services	\$ 335,089	\$ 335,089
Materials and Supplies	\$ 14,070	\$ 14,070
Internal Service Costs	\$ 189,025	\$ 189,025
<b>Subtotal Operating Cost</b>	<b>\$ 538,184</b>	<b>\$ 538,184</b>
<b>DEPARTMENTAL EXPENDITURES</b>	<b>\$2,393,811</b>	<b>\$ 2,393,811</b>
<b>Disallowed Costs</b>		
<b>Subtotal Disallowed Costs</b>	<b>\$ -</b>	<b>\$ -</b>
<b>Cost Adjustments</b>		
<b>Subtotal Cost Adjustments</b>	<b>\$ -</b>	<b>\$ -</b>
<b>FUNCTIONAL COST</b>	<b>\$2,393,811</b>	<b>\$ 2,393,811</b>
<b>First Allocation</b>		
Incoming - All Others	\$ 229,504	\$ 229,504
Reallocate Admin Costs	\$ -	\$ -
Unallocated Costs	\$ -	\$ -
<b>Subtotal of First Allocation</b>	<b>\$2,623,315</b>	<b>\$ 2,623,315</b>
<b>Second Allocation</b>		
Incoming - All Others	\$ 96,270	\$ 96,270
Reallocate Admin Costs	\$ -	\$ -
Unallocated Costs	\$ -	\$ -
<b>Subtotal of Second Allocation</b>	<b>\$ 96,270</b>	<b>\$ 96,270</b>
<b>TOTAL ALLOCATED</b>	<b>\$2,719,585</b>	<b>\$ 2,719,585</b>

**100-14-1401 HUMAN RESOURCES****ALLOCATION DETAIL**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>Employee Support</b>							
100-01-0101 CITY COUNCIL	7.00	0.914%	\$ 23,985		\$ 23,985		\$ 23,985
100-02-0201 CITY MANAGER	8.33	1.087%	\$ 28,525		\$ 28,525		\$ 28,525
100-03-0301 CITY ATTORNEY	3.90	0.509%	\$ 13,363		\$ 13,363		\$ 13,363
100-04-0401 CITY CLERK	7.50	0.980%	\$ 25,698		\$ 25,698		\$ 25,698
100-12-1201 FINANCE ADMIN	3.78	0.494%	\$ 12,952		\$ 12,952		\$ 12,952
100-12-1205 PURCHASING AND WAREHOUSE	6.90	0.901%	\$ 23,642		\$ 23,642		\$ 23,642
100-12-1221 GENERAL REVENUE	4.72	0.616%	\$ 16,173		\$ 16,173		\$ 16,173
100-12-1231 GENERAL ACCOUNTING	7.04	0.920%	\$ 24,122		\$ 24,122		\$ 24,122
100-14-1401 HUMAN RESOURCES	10.00	1.306%	\$ 34,264		\$ 34,264		\$ 34,264
100-50-5028 FACILITY MAINTENANCE	5.20	0.679%	\$ 17,817		\$ 17,817	\$ 709	\$ 18,526
100-05-0501 CITY TREASURER	1.00	0.131%	\$ 3,426		\$ 3,426	\$ 136	\$ 3,563
100-20-2001 LIBRARY ADMINISTRATION	4.98	0.650%	\$ 17,046		\$ 17,046	\$ 678	\$ 17,724
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	5.98	0.780%	\$ 20,473		\$ 20,473	\$ 814	\$ 21,287
100-20-2014 LENDING SERVICES	14.63	1.910%	\$ 50,111		\$ 50,111	\$ 1,993	\$ 52,104
100-20-2016 ADULT & BRANCH SERVICES	10.15	1.326%	\$ 34,778		\$ 34,778	\$ 1,383	\$ 36,161
100-20-2017 CHILDREN & TEEN SERVICES	5.48	0.715%	\$ 18,759		\$ 18,759	\$ 746	\$ 19,506
100-30-3001 OFFICE OF THE FIRE CHIEF	2.00	0.261%	\$ 6,853		\$ 6,853	\$ 273	\$ 7,125
100-30-3011 FIRE ADMINISTRATION	3.00	0.392%	\$ 10,279		\$ 10,279	\$ 409	\$ 10,688
100-30-3012 FIRE PREVENTION	12.00	1.567%	\$ 41,117		\$ 41,117	\$ 1,635	\$ 42,752
100-30-3021 FIRE SUPPRESSION	56.00	7.314%	\$ 191,878		\$ 191,878	\$ 7,631	\$ 199,509
100-30-3022 PARAMEDICS	47.50	6.204%	\$ 162,753		\$ 162,753	\$ 6,473	\$ 169,226
100-30-3023 FIRE TRAINING	2.00	0.261%	\$ 6,853		\$ 6,853	\$ 273	\$ 7,125
100-40-4001 OFFICE OF THE POLICE CHIEF	3.00	0.392%	\$ 10,279		\$ 10,279	\$ 409	\$ 10,688
100-40-4011 POLICE ADMINISTRATION	18.85	2.462%	\$ 64,587		\$ 64,587	\$ 2,569	\$ 67,156
100-40-4012 DISPATCH	20.00	2.612%	\$ 68,528		\$ 68,528	\$ 2,725	\$ 71,253
100-40-4013 RECORDS	18.43	2.407%	\$ 63,131		\$ 63,131	\$ 2,511	\$ 65,642
100-40-4021 PATROL	120.60	15.751%	\$ 413,210		\$ 413,210	\$ 16,434	\$ 429,644
100-40-4031 DETECTIVES	24.48	3.197%	\$ 83,861		\$ 83,861	\$ 3,335	\$ 87,196
100-40-4032 GANGS	10.00	1.306%	\$ 34,264		\$ 34,264	\$ 1,363	\$ 35,627
100-40-4033 NARCOTICS	12.00	1.567%	\$ 41,117		\$ 41,117	\$ 1,635	\$ 42,752
100-40-4034 LAB/PROPERTY	3.48	0.454%	\$ 11,907		\$ 11,907	\$ 474	\$ 12,380
100-40-4041 TRAFFIC SERVICES	26.28	3.432%	\$ 90,028		\$ 90,028	\$ 3,581	\$ 93,609
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	5.15	0.673%	\$ 17,646		\$ 17,646	\$ 702	\$ 18,348
100-50-5011 ENGINEERING	8.73	1.140%	\$ 29,912		\$ 29,912	\$ 1,190	\$ 31,102
100-50-5012 DEVELOPMENT SERVICES	5.14	0.671%	\$ 17,612		\$ 17,612	\$ 700	\$ 18,312
100-50-5013 BUILDING & SAFETY	2.00	0.261%	\$ 6,853		\$ 6,853	\$ 273	\$ 7,125
100-50-5021 STREET MAINTENANCE SERVICES	10.55	1.378%	\$ 36,148		\$ 36,148	\$ 1,438	\$ 37,586
100-50-5022 REFUSE & SANITATION SERVICES	0.90	0.118%	\$ 3,084		\$ 3,084	\$ 123	\$ 3,206



**100-14-1401 HUMAN RESOURCES****ALLOCATION DETAIL**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
100-50-5025 TREE MAINTENANCE	0.40	0.052%	\$ 1,371		\$ 1,371	\$ 55	\$ 1,425
100-50-5031 TRANSPORTATION PLANNING	3.53	0.461%	\$ 12,095		\$ 12,095	\$ 481	\$ 12,576
100-50-5032 TRAFFIC OPERATIONS	2.00	0.261%	\$ 6,853		\$ 6,853	\$ 273	\$ 7,125
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	6.00	0.784%	\$ 20,558		\$ 20,558	\$ 818	\$ 21,376
100-60-6011 ADVANCE PLANNING	6.00	0.784%	\$ 20,558		\$ 20,558	\$ 818	\$ 21,376
100-60-6021 CURRENT PLANNING	5.00	0.653%	\$ 17,132		\$ 17,132	\$ 681	\$ 17,813
100-60-6031 BUILDING INSPECTION	5.00	0.653%	\$ 17,132		\$ 17,132	\$ 681	\$ 17,813
100-60-6032 CODE ENFORCEMENT	10.00	1.306%	\$ 34,264		\$ 34,264	\$ 1,363	\$ 35,627
100-60-6034 PERMIT SERVICES	6.74	0.880%	\$ 23,094		\$ 23,094	\$ 918	\$ 24,012
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	5.00	0.653%	\$ 17,132		\$ 17,132	\$ 681	\$ 17,813
100-70-7011 LEISURE SERVICES	26.15	3.416%	\$ 89,600		\$ 89,600	\$ 3,564	\$ 93,164
100-70-7014 RECREATION - ATHLETICS	8.23	1.074%	\$ 28,182		\$ 28,182	\$ 1,121	\$ 29,303
100-70-7022 ENVIRONMENTAL SERVICES	22.83	2.981%	\$ 78,207		\$ 78,207	\$ 3,110	\$ 81,318
100-70-7041 SENIOR SERVICES	1.00	0.131%	\$ 3,426		\$ 3,426	\$ 136	\$ 3,563
100-98-9810 RDA ADMINISTRATION & OPERATIONS	0.95	0.124%	\$ 3,255		\$ 3,255	\$ 129	\$ 3,385
110-60- BUILDING RECORDS MGMT FEE	0.26	0.034%	\$ 891		\$ 891	\$ 35	\$ 926
120-40- PROP 172	1.00	0.131%	\$ 3,426		\$ 3,426	\$ 136	\$ 3,563
125-30- EMT TRANSPORT FUND	17.98	2.348%	\$ 61,589		\$ 61,589	\$ 2,449	\$ 64,039
220-50- SEWER	21.70	2.834%	\$ 74,353		\$ 74,353	\$ 2,957	\$ 77,310
270-50- GAS TAX MAINTENANCE	15.44	2.017%	\$ 52,903		\$ 52,903	\$ 2,104	\$ 55,007
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	0.35	0.046%	\$ 1,199		\$ 1,199	\$ 48	\$ 1,247
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	0.05	0.007%	\$ 171		\$ 171	\$ 7	\$ 178
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	0.05	0.007%	\$ 171		\$ 171	\$ 7	\$ 178
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	2.00	0.261%	\$ 6,853		\$ 6,853	\$ 273	\$ 7,125
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERV	1.48	0.193%	\$ 5,054		\$ 5,054	\$ 201	\$ 5,255
600-80- WATER	54.90	7.171%	\$ 188,109		\$ 188,109	\$ 7,481	\$ 195,590
710-50- EQUIPMENT EXPENSE	9.15	1.195%	\$ 31,351		\$ 31,351	\$ 1,247	\$ 32,598
730-03- SELF INSURANCE - WORKERS COMPENSATION	2.55	0.333%	\$ 8,737		\$ 8,737	\$ 347	\$ 9,085
740-03- SELF INSURANCE - LIABILITY	1.55	0.202%	\$ 5,311		\$ 5,311	\$ 211	\$ 5,522
780-16- INFORMATION SYSTEMS FUND	8.95	1.169%	\$ 30,666		\$ 30,666	\$ 1,220	\$ 31,886
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	0.77	0.101%	\$ 2,638		\$ 2,638	\$ 105	\$ 2,743
<b>Total</b>	<b>765.62</b>	<b>100.000%</b>	<b>\$ 2,623,315</b>	<b>\$ -</b>	<b>\$ 2,623,315</b>	<b>\$ 96,270</b>	<b>\$ 2,719,585</b>

**Allocation Basis:**

# of FTE

**Source of Allocation:**[Personnel Log](#)

## ALLOCATION SUMMARY

100-14-1401 HUMAN RESOURCES	Employee Support	Total
100-01-0101 CITY COUNCIL	\$ 23,985	\$ 23,985
100-02-0201 CITY MANAGER	\$ 28,525	\$ 28,525
100-03-0301 CITY ATTORNEY	\$ 13,363	\$ 13,363
100-04-0401 CITY CLERK	\$ 25,698	\$ 25,698
100-12-1201 FINANCE ADMIN	\$ 12,952	\$ 12,952
100-12-1205 PURCHASING AND WAREHOUSE	\$ 23,642	\$ 23,642
100-12-1221 GENERAL REVENUE	\$ 16,173	\$ 16,173
100-12-1231 GENERAL ACCOUNTING	\$ 24,122	\$ 24,122
100-14-1401 HUMAN RESOURCES	\$ 34,264	\$ 34,264
100-50-5028 FACILITY MAINTENANCE	\$ 18,526	\$ 18,526
100-05-0501 CITY TREASURER	\$ 3,563	\$ 3,563
100-20-2001 LIBRARY ADMINISTRATION	\$ 17,724	\$ 17,724
100-20-2004 TECHNOLOGY & SUPPORT SERVICES	\$ 21,287	\$ 21,287
100-20-2014 LENDING SERVICES	\$ 52,104	\$ 52,104
100-20-2016 ADULT & BRANCH SERVICES	\$ 36,161	\$ 36,161
100-20-2017 CHILDREN & TEEN SERVICES	\$ 19,506	\$ 19,506
100-30-3001 OFFICE OF THE FIRE CHIEF	\$ 7,125	\$ 7,125
100-30-3011 FIRE ADMINISTRATION	\$ 10,688	\$ 10,688
100-30-3012 FIRE PREVENTION	\$ 42,752	\$ 42,752
100-30-3021 FIRE SUPPRESSION	\$ 199,509	\$ 199,509
100-30-3022 PARAMEDICS	\$ 169,226	\$ 169,226
100-30-3023 FIRE TRAINING	\$ 7,125	\$ 7,125
100-40-4001 OFFICE OF THE POLICE CHIEF	\$ 10,688	\$ 10,688
100-40-4011 POLICE ADMINISTRATION	\$ 67,156	\$ 67,156
100-40-4012 DISPATCH	\$ 71,253	\$ 71,253
100-40-4013 RECORDS	\$ 65,642	\$ 65,642
100-40-4021 PATROL	\$ 429,644	\$ 429,644
100-40-4031 DETECTIVES	\$ 87,196	\$ 87,196
100-40-4032 GANGS	\$ 35,627	\$ 35,627
100-40-4033 NARCOTICS	\$ 42,752	\$ 42,752
100-40-4034 LAB/PROPERTY	\$ 12,380	\$ 12,380

## ALLOCATION SUMMARY

100-14-1401 HUMAN RESOURCES	Employee Support	Total
100-40-4041 TRAFFIC SERVICES	\$ 93,609	\$ 93,609
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	\$ 18,348	\$ 18,348
100-50-5011 ENGINEERING	\$ 31,102	\$ 31,102
100-50-5012 DEVELOPMENT SERVICES	\$ 18,312	\$ 18,312
100-50-5013 BUILDING & SAFETY	\$ 7,125	\$ 7,125
100-50-5021 STREET MAINTENANCE SERVICES	\$ 37,586	\$ 37,586
100-50-5022 REFUSE & SANITATION SERVICES	\$ 3,206	\$ 3,206
100-50-5025 TREE MAINTENANCE	\$ 1,425	\$ 1,425
100-50-5031 TRANSPORTATION PLANNING	\$ 12,576	\$ 12,576
100-50-5032 TRAFFIC OPERATIONS	\$ 7,125	\$ 7,125
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	\$ 21,376	\$ 21,376
100-60-6011 ADVANCE PLANNING	\$ 21,376	\$ 21,376
100-60-6021 CURRENT PLANNING	\$ 17,813	\$ 17,813
100-60-6031 BUILDING INSPECTION	\$ 17,813	\$ 17,813
100-60-6032 CODE ENFORCEMENT	\$ 35,627	\$ 35,627
100-60-6034 PERMIT SERVICES	\$ 24,012	\$ 24,012
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	\$ 17,813	\$ 17,813
100-70-7011 LEISURE SERVICES	\$ 93,164	\$ 93,164
100-70-7014 RECREATION - ATHLETICS	\$ 29,303	\$ 29,303
100-70-7022 ENVIRONMENTAL SERVICES	\$ 81,318	\$ 81,318
100-70-7041 SENIOR SERVICES	\$ 3,563	\$ 3,563
100-98-9810 RDA ADMINISTRATION & OPERATIONS	\$ 3,385	\$ 3,385
110-60- BUILDING RECORDS MGMT FEE	\$ 926	\$ 926
120-40- PROP 172	\$ 3,563	\$ 3,563
125-30- EMT TRANSPORT FUND	\$ 64,039	\$ 64,039
220-50- SEWER	\$ 77,310	\$ 77,310
270-50- GAS TAX MAINTENANCE	\$ 55,007	\$ 55,007
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	\$ 1,247	\$ 1,247
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	\$ 178	\$ 178
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	\$ 178	\$ 178
310-60- COMMUNITY DEVELOPMENT BLOCK GRANT	\$ 7,125	\$ 7,125
354-40- AB3229-COPS/STATE-(SUPPL LAW ENF SERV	\$ 5,255	\$ 5,255

ALLOCATION SUMMARY

100-14-1401 HUMAN RESOURCES	Employee Support	Total
600-80- WATER	\$ 195,590	\$ 195,590
710-50- EQUIPMENT EXPENSE	\$ 32,598	\$ 32,598
730-03- SELF INSURANCE - WORKERS COMPENSATION	\$ 9,085	\$ 9,085
740-03- SELF INSURANCE - LIABILITY	\$ 5,522	\$ 5,522
780-16- INFORMATION SYSTEMS FUND	\$ 31,886	\$ 31,886
921-60- LOW & MODERATE INCOME HOUSING ASSET FUND	\$ 2,743	\$ 2,743
Total	\$ 2,719,585	\$ 2,719,585

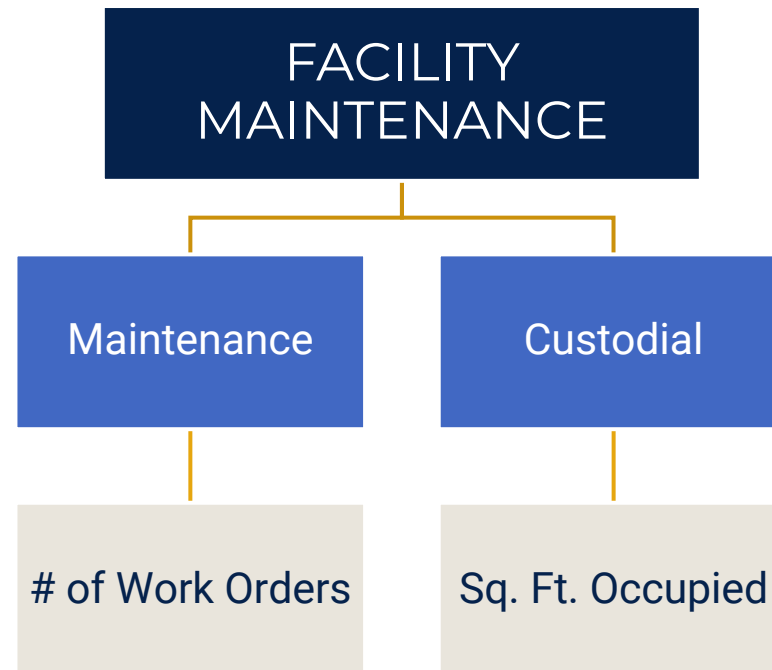


## 10 FACILITY MAINTENANCE

The Facility Maintenance Division is responsible for overseeing all City maintenance and custodial services. Facility Maintenance costs are allocated to Receiving Departments as follows:

- **Maintenance** – represents the costs associated with maintaining City facilities. These costs are allocated based on the number of work orders per department.
- **Custodial** – represents the costs associated with providing custodial services. These costs are allocated based on the square footage occupied per department.

The chart on the following page illustrates the functions and measures used to allocate Facility Maintenance costs. The top tier shows the Central Service department, the second tier shows the functions developed, and the third tier shows the measures used to allocate costs citywide. The pages following the chart provide an aggregate picture of the department's expenses, a function-by-function breakdown of expenses, each function's allocation, and an allocation summary.



**COSTS TO BE ALLOCATED**

<b>100-50-5028 FACILITY MAINTENANCE</b>	<b>First Allocation</b>	<b>Second Allocation</b>	<b>Total</b>
<b>Departmental Expenditures</b>	\$ 1,713,042		\$ 1,713,042
Metrolink Maintenance	\$ (280,000)		
<b>Total Deductions</b>	\$ (280,000)		\$ (280,000)
<b>Incoming Costs</b>			
100-01-0101 CITY COUNCIL	\$ 628	\$ 4,947	\$ 5,575
100-02-0201 CITY MANAGER	\$ 8,504	\$ 931	\$ 9,435
100-03-0301 CITY ATTORNEY	\$ 3,644	\$ 178	\$ 3,823
100-04-0401 CITY CLERK	\$ 10,448	\$ 2,127	\$ 12,575
100-12-1201 FINANCE ADMIN	\$ 5,823	\$ 450	\$ 6,273
100-12-1205 PURCHASING AND WAREHOUSE	\$ 63,428	\$ 3,683	\$ 67,111
100-12-1221 GENERAL REVENUE	\$ 411	\$ 31	\$ 441
100-12-1231 GENERAL ACCOUNTING	\$ 14,704	\$ 584	\$ 15,289
100-14-1401 HUMAN RESOURCES	\$ 17,817	\$ 709	\$ 18,526
100-50-5028 FACILITY MAINTENANCE		\$ 26,231	\$ 26,231
<b>Total Incoming Costs</b>	<b>\$ 125,408</b>	<b>\$ 39,871</b>	<b>\$ 165,280</b>
<b>Total Cost Adjustments</b>	<b>\$ -</b>		<b>\$ -</b>
<b>Total Costs to be Allocated</b>	<b>\$ 1,558,450</b>	<b>\$ 39,871</b>	<b>\$ 1,598,322</b>

**100-50-5028 FACILITY MAINTENANCE****EXPENSE DETAIL**

Expense Type	Expense (\$)
<b>Personnel</b>	
Salary and Benefits	\$ 614,254
<b>Subtotal Personnel Cost</b>	<b>\$ 614,254</b>
<b>Operating Services &amp; Supplies</b>	
Contractual Services	\$1,051,238
Materials and Supplies	\$ 47,550
<b>Subtotal Operating Cost</b>	<b>\$1,098,788</b>
<b>DEPARTMENTAL EXPENDITURES</b>	<b>\$1,713,042</b>

<b>Disallowed Costs</b>	
MetroLink Maintenance	\$ (280,000)
<b>Subtotal Disallowed Costs</b>	<b>\$ (280,000)</b>
<b>Cost Adjustments</b>	
<b>Subtotal Cost Adjustments</b>	<b>\$ -</b>
<b>FUNCTIONAL COST</b>	<b>\$1,433,042</b>

<b>First Allocation</b>	
Incoming - All Others	\$ 125,408
Reallocate Admin Costs	\$ (0)
Unallocated Costs	\$ -
<b>Subtotal of First Allocation</b>	<b>\$1,558,450</b>

<b>Second Allocation</b>	
Incoming - All Others	\$ 39,871
Reallocate Admin Costs	\$ (0)
Unallocated Costs	\$ -
<b>Subtotal of Second Allocation</b>	<b>\$ 39,871</b>

<b>TOTAL ALLOCATED</b>	<b>\$1,598,322</b>
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General Admin	Maintenance	Custodial
\$ 147,657	\$ 337,249	\$ 129,348
<b>\$ 147,657</b>	<b>\$ 337,249</b>	<b>\$ 129,348</b>
\$ 252,701	\$ 577,170	\$ 221,366
\$ 11,430	\$ 26,107	\$ 10,013
<b>\$ 264,132</b>	<b>\$ 603,277</b>	<b>\$ 231,379</b>
<b>\$ 411,789</b>	<b>\$ 940,526</b>	<b>\$ 360,727</b>

\$ (67,308)	\$ (153,731)	\$ (58,962)
<b>\$ (67,308)</b>	<b>\$ (153,731)</b>	<b>\$ (58,962)</b>
\$ -	\$ -	\$ -
<b>\$ 344,481</b>	<b>\$ 786,795</b>	<b>\$ 301,766</b>

\$ 30,146	\$ 68,854	\$ 26,408
\$ (374,627)	\$ 270,775	\$ 103,852
	\$ -	\$ -
	<b>\$1,126,424</b>	<b>\$ 432,026</b>

\$ 9,584	\$ 21,891	\$ 8,396
\$ (9,584)	\$ 6,927	\$ 2,657
	\$ -	\$ -
	<b>\$ 28,818</b>	<b>\$ 11,053</b>

	<b>\$1,155,243</b>	<b>\$ 443,079</b>
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**100-50-5028 FACILITY MAINTENANCE****ALLOCATION DETAIL**

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>Maintenance</b>							
100-02-0201 CITY MANAGER	28.00	3.298%	\$ 37,149		\$ 37,149		\$ 37,149
100-03-0301 CITY ATTORNEY	17.00	2.002%	\$ 22,555		\$ 22,555		\$ 22,555
100-04-0401 CITY CLERK	23.00	2.709%	\$ 30,516		\$ 30,516		\$ 30,516
100-12-1201 FINANCE ADMIN	36.00	4.240%	\$ 47,764		\$ 47,764		\$ 47,764
100-14-1401 HUMAN RESOURCES	18.00	2.120%	\$ 23,882		\$ 23,882		\$ 23,882
100-50-5028 FACILITY MAINTENANCE	18.00	2.120%	\$ 23,882		\$ 23,882		\$ 23,882
100-20-2001 LIBRARY ADMINISTRATION	288.00	33.922%	\$ 382,109		\$ 382,109	\$ 11,706	\$ 393,815
100-30-3011 FIRE ADMINISTRATION	152.00	17.903%	\$ 201,668		\$ 201,668	\$ 6,178	\$ 207,847
100-40-4001 OFFICE OF THE POLICE CHIEF	1.26	0.148%	\$ 1,672		\$ 1,672	\$ 51	\$ 1,723
100-40-4011 POLICE ADMINISTRATION	7.92	0.933%	\$ 10,506		\$ 10,506	\$ 322	\$ 10,828
100-40-4012 DISPATCH	8.40	0.990%	\$ 11,147		\$ 11,147	\$ 341	\$ 11,488
100-40-4013 RECORDS	7.74	0.912%	\$ 10,269		\$ 10,269	\$ 315	\$ 10,584
100-40-4021 PATROL	50.66	5.967%	\$ 67,214		\$ 67,214	\$ 2,059	\$ 69,273
100-40-4031 DETECTIVES	10.28	1.211%	\$ 13,641		\$ 13,641	\$ 418	\$ 14,059
100-40-4032 GANGS	4.20	0.495%	\$ 5,573		\$ 5,573	\$ 171	\$ 5,744
100-40-4033 NARCOTICS	5.04	0.594%	\$ 6,688		\$ 6,688	\$ 205	\$ 6,893
100-40-4034 LAB/PROPERTY	1.46	0.172%	\$ 1,937		\$ 1,937	\$ 59	\$ 1,996
100-40-4041 TRAFFIC SERVICES	11.04	1.300%	\$ 14,644		\$ 14,644	\$ 449	\$ 15,093
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	29.80	3.510%	\$ 39,538		\$ 39,538	\$ 1,211	\$ 40,749
100-50-5021 STREET MAINTENANCE SERVICES	20.40	2.403%	\$ 27,066		\$ 27,066	\$ 829	\$ 27,895
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	4.80	0.566%	\$ 6,370		\$ 6,370	\$ 195	\$ 6,565
100-60-6011 ADVANCE PLANNING	4.80	0.566%	\$ 6,370		\$ 6,370	\$ 195	\$ 6,565
100-60-6021 CURRENT PLANNING	4.00	0.471%	\$ 5,308		\$ 5,308	\$ 163	\$ 5,471
100-60-6031 BUILDING INSPECTION	4.00	0.471%	\$ 5,308		\$ 5,308	\$ 163	\$ 5,471
100-60-6032 CODE ENFORCEMENT	8.00	0.943%	\$ 10,617		\$ 10,617	\$ 325	\$ 10,942
100-60-6034 PERMIT SERVICES	5.39	0.635%	\$ 7,156		\$ 7,156	\$ 219	\$ 7,375
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	30.00	3.534%	\$ 39,803		\$ 39,803	\$ 1,219	\$ 41,022
220-50- SEWER	12.00	1.413%	\$ 15,921		\$ 15,921	\$ 488	\$ 16,409
270-50- GAS TAX MAINTENANCE	22.40	2.638%	\$ 29,720		\$ 29,720	\$ 910	\$ 30,630
600-80- WATER	2.40	0.283%	\$ 3,184		\$ 3,184	\$ 98	\$ 3,282
780-16- INFORMATION SYSTEMS FUND	13.00	1.531%	\$ 17,248		\$ 17,248	\$ 528	\$ 17,776
<b>Total</b>	<b>849.00</b>	<b>100.000%</b>	<b>\$ 1,126,424</b>	<b>\$ -</b>	<b>\$ 1,126,424</b>	<b>\$ 28,818</b>	<b>\$ 1,155,243</b>

**Allocation Basis:**

# of Work Orders

**Source of Allocation:**

Facility Maintenance Report

## 100-50-5028 FACILITY MAINTENANCE

## ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
<b>Custodial</b>							
100-02-0201 CITY MANAGER	3,884.43	1.050%	\$ 4,534		\$ 4,534		\$ 4,534
100-03-0301 CITY ATTORNEY	1,819.73	0.492%	\$ 2,124		\$ 2,124		\$ 2,124
100-04-0401 CITY CLERK	3,499.48	0.946%	\$ 4,085		\$ 4,085		\$ 4,085
100-12-1201 FINANCE ADMIN	10,470.45	2.829%	\$ 12,222		\$ 12,222		\$ 12,222
100-14-1401 HUMAN RESOURCES	4,665.98	1.261%	\$ 5,446		\$ 5,446		\$ 5,446
100-50-5028 FACILITY MAINTENANCE	2,012.68	0.544%	\$ 2,349		\$ 2,349		\$ 2,349
100-20-2001 LIBRARY ADMINISTRATION	36,047.00	9.739%	\$ 42,076		\$ 42,076	\$ 1,159	\$ 43,235
100-30-3011 FIRE ADMINISTRATION	19,000.00	5.133%	\$ 22,178		\$ 22,178	\$ 611	\$ 22,789
100-30-3012 FIRE PREVENTION	3,500.00	0.946%	\$ 4,085		\$ 4,085	\$ 113	\$ 4,198
100-30-3021 FIRE SUPPRESSION	52,597.00	14.211%	\$ 61,395		\$ 61,395	\$ 1,691	\$ 63,086
100-40-4001 OFFICE OF THE POLICE CHIEF	1,395.98	0.377%	\$ 1,629		\$ 1,629	\$ 45	\$ 1,674
100-40-4011 POLICE ADMINISTRATION	8,771.42	2.370%	\$ 10,239		\$ 10,239	\$ 282	\$ 10,521
100-40-4012 DISPATCH	9,306.54	2.514%	\$ 10,863		\$ 10,863	\$ 299	\$ 11,162
100-40-4013 RECORDS	8,573.65	2.316%	\$ 10,008		\$ 10,008	\$ 276	\$ 10,283
100-40-4021 PATROL	56,116.83	15.162%	\$ 65,503		\$ 65,503	\$ 1,804	\$ 67,307
100-40-4031 DETECTIVES	11,388.88	3.077%	\$ 13,294		\$ 13,294	\$ 366	\$ 13,660
100-40-4032 GANGS	4,653.27	1.257%	\$ 5,432		\$ 5,432	\$ 150	\$ 5,581
100-40-4033 NARCOTICS	5,583.93	1.509%	\$ 6,518		\$ 6,518	\$ 180	\$ 6,697
100-40-4034 LAB/PROPERTY	1,617.01	0.437%	\$ 1,887		\$ 1,887	\$ 52	\$ 1,939
100-40-4041 TRAFFIC SERVICES	12,226.47	3.303%	\$ 14,272		\$ 14,272	\$ 393	\$ 14,665
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	2,402.98	0.649%	\$ 2,805		\$ 2,805	\$ 77	\$ 2,882
100-50-5011 ENGINEERING	4,073.40	1.101%	\$ 4,755		\$ 4,755	\$ 131	\$ 4,886
100-50-5012 DEVELOPMENT SERVICES	2,398.31	0.648%	\$ 2,799		\$ 2,799	\$ 77	\$ 2,877
100-50-5013 BUILDING & SAFETY	933.20	0.252%	\$ 1,089		\$ 1,089	\$ 30	\$ 1,119
100-50-5021 STREET MAINTENANCE SERVICES	4,083.43	1.103%	\$ 4,766		\$ 4,766	\$ 131	\$ 4,898
100-50-5022 REFUSE & SANITATION SERVICES	348.35	0.094%	\$ 407		\$ 407	\$ 11	\$ 418
100-50-5025 TREE MAINTENANCE	154.82	0.042%	\$ 181		\$ 181	\$ 5	\$ 186
100-50-5031 TRANSPORTATION PLANNING	1,366.30	0.369%	\$ 1,595		\$ 1,595	\$ 44	\$ 1,639
100-50-5032 TRAFFIC OPERATIONS	774.11	0.209%	\$ 904		\$ 904	\$ 25	\$ 928
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	2,799.59	0.756%	\$ 3,268		\$ 3,268	\$ 90	\$ 3,358
100-60-6011 ADVANCE PLANNING	2,799.59	0.756%	\$ 3,268		\$ 3,268	\$ 90	\$ 3,358
100-60-6021 CURRENT PLANNING	2,332.99	0.630%	\$ 2,723		\$ 2,723	\$ 75	\$ 2,798
100-60-6031 BUILDING INSPECTION	2,332.99	0.630%	\$ 2,723		\$ 2,723	\$ 75	\$ 2,798
100-60-6032 CODE ENFORCEMENT	4,665.98	1.261%	\$ 5,446		\$ 5,446	\$ 150	\$ 5,596
100-60-6034 PERMIT SERVICES	3,144.87	0.850%	\$ 3,671		\$ 3,671	\$ 101	\$ 3,772
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	18,396.46	4.970%	\$ 21,473		\$ 21,473	\$ 591	\$ 22,065
100-70-7014 RECREATION - ATHLETICS	14,457.00	3.906%	\$ 16,875		\$ 16,875	\$ 465	\$ 17,340
100-70-7041 SENIOR SERVICES	13,888.00	3.752%	\$ 16,211		\$ 16,211	\$ 447	\$ 16,657

100-50-5028 FACILITY MAINTENANCE

ALLOCATION DETAIL

	Allocation Units	Allocated Percent	Gross Allocation	Direct Billed	First Allocation	Second Allocation	Total
270-50- GAS TAX MAINTENANCE	5,976.12	1.615%	\$ 6,976		\$ 6,976	\$ 192	\$ 7,168
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	135.47	0.037%	\$ 158		\$ 158	\$ 4	\$ 162
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	19.35	0.005%	\$ 23		\$ 23	\$ 1	\$ 23
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	19.35	0.005%	\$ 23		\$ 23	\$ 1	\$ 23
600-80- WATER	17,768.00	4.801%	\$ 20,740		\$ 20,740	\$ 571	\$ 21,311
710-50- EQUIPMENT EXPENSE	3,541.55	0.957%	\$ 4,134		\$ 4,134	\$ 114	\$ 4,248
780-16- INFORMATION SYSTEMS FUND	4,176.05	1.128%	\$ 4,875		\$ 4,875	\$ 134	\$ 5,009
Total	370,119.00	100.000%	\$ 432,026	\$ -	\$ 432,026	\$ 11,053	\$ 443,079

Allocation Basis: Sq. Ft. Occupied

Source of Allocation: Building Listing

## ALLOCATION SUMMARY

100-50-5028 FACILITY MAINTENANCE	Maintenance	Custodial	Total
100-02-0201 CITY MANAGER	\$ 37,149	\$ 4,534	\$ 41,684
100-03-0301 CITY ATTORNEY	\$ 22,555	\$ 2,124	\$ 24,679
100-04-0401 CITY CLERK	\$ 30,516	\$ 4,085	\$ 34,600
100-12-1201 FINANCE ADMIN	\$ 47,764	\$ 12,222	\$ 59,985
100-14-1401 HUMAN RESOURCES	\$ 23,882	\$ 5,446	\$ 29,328
100-50-5028 FACILITY MAINTENANCE	\$ 23,882	\$ 2,349	\$ 26,231
100-20-2001 LIBRARY ADMINISTRATION	\$ 393,815	\$ 43,235	\$ 437,050
100-30-3011 FIRE ADMINISTRATION	\$ 207,847	\$ 22,789	\$ 230,636
100-30-3012 FIRE PREVENTION	\$ -	\$ 4,198	\$ 4,198
100-30-3021 FIRE SUPPRESSION	\$ -	\$ 63,086	\$ 63,086
100-40-4001 OFFICE OF THE POLICE CHIEF	\$ 1,723	\$ 1,674	\$ 3,398
100-40-4011 POLICE ADMINISTRATION	\$ 10,828	\$ 10,521	\$ 21,348
100-40-4012 DISPATCH	\$ 11,488	\$ 11,162	\$ 22,651
100-40-4013 RECORDS	\$ 10,584	\$ 10,283	\$ 20,867
100-40-4021 PATROL	\$ 69,273	\$ 67,307	\$ 136,580
100-40-4031 DETECTIVES	\$ 14,059	\$ 13,660	\$ 27,719
100-40-4032 GANGS	\$ 5,744	\$ 5,581	\$ 11,325
100-40-4033 NARCOTICS	\$ 6,893	\$ 6,697	\$ 13,590
100-40-4034 LAB/PROPERTY	\$ 1,996	\$ 1,939	\$ 3,936
100-40-4041 TRAFFIC SERVICES	\$ 15,093	\$ 14,665	\$ 29,757
100-50-5001 GENERAL ADMINISTRATION AND SUPPORT	\$ 40,749	\$ 2,882	\$ 43,631
100-50-5011 ENGINEERING	\$ -	\$ 4,886	\$ 4,886
100-50-5012 DEVELOPMENT SERVICES	\$ -	\$ 2,877	\$ 2,877
100-50-5013 BUILDING & SAFETY	\$ -	\$ 1,119	\$ 1,119
100-50-5021 STREET MAINTENANCE SERVICES	\$ 27,895	\$ 4,898	\$ 32,793
100-50-5022 REFUSE & SANITATION SERVICES	\$ -	\$ 418	\$ 418
100-50-5025 TREE MAINTENANCE	\$ -	\$ 186	\$ 186
100-50-5031 TRANSPORTATION PLANNING	\$ -	\$ 1,639	\$ 1,639
100-50-5032 TRAFFIC OPERATIONS	\$ -	\$ 928	\$ 928
100-60-6001 PLANNING & DEVELOPMENT ADMINISTRATION	\$ 6,565	\$ 3,358	\$ 9,923
100-60-6011 ADVANCE PLANNING	\$ 6,565	\$ 3,358	\$ 9,923

## ALLOCATION SUMMARY

100-50-5028 FACILITY MAINTENANCE	Maintenance	Custodial	Total
100-60-6021 CURRENT PLANNING	\$ 5,471	\$ 2,798	\$ 8,269
100-60-6031 BUILDING INSPECTION	\$ 5,471	\$ 2,798	\$ 8,269
100-60-6032 CODE ENFORCEMENT	\$ 10,942	\$ 5,596	\$ 16,539
100-60-6034 PERMIT SERVICES	\$ 7,375	\$ 3,772	\$ 11,147
100-70-7001 COMMUNITY SERVICES ADMINISTRATION	\$ 41,022	\$ 22,065	\$ 63,087
100-70-7014 RECREATION - ATHLETICS	\$ -	\$ 17,340	\$ 17,340
100-70-7041 SENIOR SERVICES	\$ -	\$ 16,657	\$ 16,657
220-50- SEWER	\$ 16,409	\$ -	\$ 16,409
270-50- GAS TAX MAINTENANCE	\$ 30,630	\$ 7,168	\$ 37,798
291-50- SANTIAGO HLS LANDSCP MAINT 1986 & 2015	\$ -	\$ 162	\$ 162
293-50- 94-1 SYCAMORE CROSSING LNDSCPE MAINT DIS	\$ -	\$ 23	\$ 23
294-50- DEL RIO LANDSCAPE MAINTENANCE DISTRICT	\$ -	\$ 23	\$ 23
600-80- WATER	\$ 3,282	\$ 21,311	\$ 24,593
710-50- EQUIPMENT EXPENSE	\$ -	\$ 4,248	\$ 4,248
780-16- INFORMATION SYSTEMS FUND	\$ 17,776	\$ 5,009	\$ 22,785
<b>Total</b>	<b>\$ 1,155,243</b>	<b>\$ 443,079</b>	<b>\$ 1,598,322</b>



# COMPREHENSIVE USER FEE STUDY REPORT

SEPTEMBER 2025

CITY OF ORANGE, CA

**MATRIX**  
CONSULTING GROUP

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## INTRODUCTION AND EXECUTIVE SUMMARY

The report, which follows, presents the results of the Cost of Services (User Fee) Study conducted by Matrix Consulting Group for the City of Orange, California.

### PROJECT BACKGROUND AND OVERVIEW

The City of Orange last conducted a comprehensive fee study in 2018, whose results were implemented in 2018. The City has annually adjusted fees since then, and per best practice is looking to reevaluate the full cost—both direct and indirect—of providing fee-based services.

This current study analyzes the cost-of-service relationships across several departments, including Building, City Clerk, Community Services, Finance, Fire & Paramedic Services, Library, Planning, Police, and Public Works. The findings serve as a tool to both better understand existing service levels and the true cost of delivering those services. The total costs outlined in this report represent the maximum justifiable cost of providing each service and is not a reflection of the actual fees charged by the City.

### GENERAL PROJECT APPROACH AND METHODOLOGY

The methodology employed by the Matrix Consulting Group is a widely accepted “bottom up” approach to cost analysis, where time spent per unit of fee activity is determined for each position within a Department or Program. Once time spent for a fee activity is determined, all applicable City costs are then considered in the calculation of the “full” cost of providing each service. The following table provides an overview of types of costs applied in establishing the “full” cost of services provided by the City:

**TABLE 1: OVERVIEW OF COST COMPONENTS**

<i><b>Cost Component</b></i>	<i><b>Description</b></i>
<i><b>Direct</b></i>	Fiscal Year 2025 Budgeted salaries, benefits, and allowable expenditures.
<i><b>Indirect</b></i>	Program, departmental, clerical, and Citywide support.

Together, the cost components in the table above comprise the calculation of the total “full” cost of providing a service, regardless of whether a fee for that service is charged.

The work accomplished by the Matrix Consulting Group in the analysis of the proposed fees for service involved the following steps:

- **Department / Program Staff Interviews:** The project team interviewed department / program staff regarding their needs for clarification to the structure of existing fee items or for addition of new fee items.



- **Data Collection:** Data was collected for each permit / service, including time estimates. In addition, all budgeted costs and staffing levels for Fiscal Year 2025 were entered into Matrix Consulting Group's analytical software model.
- **Cost Analysis:** The full cost of providing each service included in the analysis was established.
- **Review and Approval of Results with City Staff:** Department management has reviewed and approved these documented results.

A more detailed description of user fee methodology and legal and policy considerations are provided in subsequent chapters of this report.

## SUMMARY OF RESULTS

When comparing FY25 fee-related budgeted expenditures with fee-related FY24 revenue, the City is under-recovering its costs by approximately \$2.9 million or recovering 59% of its costs. The following table shows by major revenue source: annual revenue collected, total annual cost, the resulting difference, and cost recovery level.

**TABLE 2: ANNUAL COST RECOVERY ANALYSIS**

Service Area	Total Revenue	Total Annual Cost	Difference	Cost Recovery %
City Clerk	\$10,935	\$13,625	(\$2,690)	80%
Comm Dev - Building	\$1,628,163	\$2,198,406	(\$570,243)	74%
Comm Dev - Code	\$1,965	\$7,789	(\$5,824)	25%
Comm Dev - Planning	\$361,110	\$542,784	(\$181,674)	67%
Community Services	\$501,329	\$2,009,526	(\$1,508,197)	25%
Finance	\$665,281	\$679,262	(\$13,981)	98%
Fire Prevention	\$241,527	\$284,784	(\$43,256)	85%
Library	\$57,984	\$248,547	(\$190,563)	23%
Police	\$63,594	\$87,494	(\$23,900)	73%
Public Works	\$764,933	\$1,163,424	(\$398,491)	66%
<b>Total</b>	<b>\$4,296,821</b>	<b>\$7,235,640</b>	<b>(\$2,938,819)</b>	<b>59%</b>

The largest deficit, at roughly \$1.5 million, is in relation to Community Services. The primary reasons for the large deficit are Aquatics and Day Camps. It is common to see large deficits in relation to recreational youth programs.

If Community Services is removed from the calculation, as those fees are not typically set at full cost recovery, the annual deficit reduces to \$1.4 million, or the City is recovering 73% of its costs. At \$570,000, Building becomes the largest deficit, which is due to the occupancy-based fees and miscellaneous flat fees, especially re-roofs. Right sizing those fees will allow the city to achieve greater cost recovery

Overall, the above table highlights the disparity between current fees charged and the actual cost of providing services. As such, the City should closely evaluate and modify fees where appropriate to help bridge the cost-recovery gap.

The detailed documentation of this study will show an over-collection for some fees (on a per unit basis) and an undercharge for most others. The results of this analysis will provide the Department and the City with guidance on how to right-size their fees to ensure that each service unit is set at an amount that does not exceed the full cost of providing that service. The display of the cost recovery figures shown in this report are meant to provide a basis for policy development discussions among Councilmembers and City staff and do not represent a recommendation for where or how the Council should act. The setting of the “rate” or “price” for services, whether at full cost recovery or lower, is a policy decision to be made only by the Council with input from City staff and the community.

## **CONSIDERATIONS FOR COST RECOVERY POLICY AND UPDATES**

The Matrix Consulting Group recommends that the City use the information contained in this report to discuss, adopt, and implement a formal Cost Recovery Policy, including a mechanism for the annual update of fees for service.

### **ADOPT A FORMAL COST RECOVERY POLICY**

The Matrix Consulting Group strongly recommends that the Council adopt a formalized, individual cost recovery policy for each service area included in this Study. Whenever a cost recovery policy is established at less than 100% of the full cost of providing services, a known gap in funding is recognized and may then potentially be recovered through other revenue sources. The Matrix Consulting Group considers a formalized cost recovery policy for various fees for service an industry Best Management Practice.

### **ADOPT AN ANNUAL FEE UPDATE / INCREASE MECHANISM**

The purpose of a comprehensive update is to completely revisit the analytical structure, service level estimates and assumptions, and to account for any major shifts in cost components or organizational structures that have occurred since the City’s previous analysis. It’s recommended the City continue its practice of conducting comprehensive analyses every five to seven years as this practice captures any changes to organizational structure, processes, as well as any new service areas.

In between comprehensive updates, the City should continue to utilize published industry economic factors such as Consumer Price Index (CPI) or other regional factors to update the cost calculations established in the Study on an annual basis.

## LEGAL FRAMEWORK

This section of the report is intended to provide an overview of the legal rules and regulations that govern what is considered a fee for service, how those fees can be calculated, general principles, philosophies, and general policy considerations for setting fees for service.

### LEGAL FRAMEWORK

A “user fee” is a charge for service provided by a governmental agency to a public citizen or group. California has several Government Codes and Propositions that regulate fees for service, with the purpose of ensuring that fees are reasonable and justified. The most prominent and relevant of these includes:

- **Proposition 26:** passed in 2010, specifically outlines the difference between a fee and a tax and dictates that fees must be directly related to a service and cannot exceed the reasonable cost of that service.
- **Government Code § 50076:** clarifies that fees for service costs are not special taxes and do not need voter approval.
- **Government Code § 65104:** gives local governments the authority to charge planning and zoning fees to recover processing costs.

When determining fees for service it is important to ensure there is a **direct benefit** – the service is provided directly to the payer, and that it is **cost based** and does not exceed the reasonable cost of providing the service.

### EXCEPTIONS TO THE RULE

While Proposition 26 defines what constitutes a user fee, and how those fees can be determined, it also provides a key exception for fees charged for facility or property rentals. This exception outlines that fees for use of government property (e.g., renting public buildings, parks, or event spaces) are voluntary transactions. Therefore, governments can charge **market-based** rental fees for these services.

### GENERAL PRINCIPLES AND PHILOSOPHIES REGARDING USER FEES

Local governments are providers of many types of general services to their communities. While all services provided by local government are beneficial to constituents, some services can be classified as globally beneficial to all citizens, while others provide more of a direct benefit to a specific group or

individual. The following table provides examples of services provided by local government within a continuum of the degree of community benefit received:

**TABLE 3: SERVICES IN RELATION TO BENEFIT RECEIVED**

"Global" Community Benefit	"Global" Benefit and an Individual or Group Benefit	Individual or Group Benefit
<ul style="list-style-type: none"> <li>•Police</li> <li>•Park Maintenance</li> <li>•Fire Suppression</li> </ul>	<ul style="list-style-type: none"> <li>•Recreation / Community Services</li> <li>•Fire Prevention</li> </ul>	<ul style="list-style-type: none"> <li>•Building Permits</li> <li>•Planning and Zoning Approval</li> <li>•Engineering Development Review</li> </ul>

Funding for local government is obtained from myriad revenue sources such as taxes, fines, grants, special charges, user fees, etc. In recent years, alternative tax revenues, which typically offset subsidies for services provided to the community, have become increasingly limited. These limitations have caused increased attention on user fee activities as a revenue source that can offset costs otherwise subsidized (usually) by the general fund. In Table 3, services in the "global community benefit" section tend to be funded primarily through voter-approved tax revenues. In the middle of the table, one typically finds a mixture of taxes, user fees, and other funding sources. Finally, in the "individual / group benefit" section of the table are the services provided by local government that are typically funded almost entirely by user fee revenue.

The following are two central concepts regarding the establishment of user fees:

- ❖ **Fees should be assessed according to the degree of individual or private benefit gained from services.** For example, the processing and approval of a land use or building permit will generally result in monetary gain to the applicant, whereas Police services and Fire Suppression are examples of services that are essential to the safety of the community at large.
- ❖ **A profit-making objective should not be included in the assessment of user fees.** In fact, California laws require that the charges for service be in direct proportion to the costs associated with providing those services. Once a charge for service is assessed at a level higher than the actual cost of providing a service, the term "user fee" no longer applies. The charge then becomes a tax subject to voter approval.

Therefore, it is commonly accepted that user fees are established at a level that will recover up to, and not more than, the cost of providing a particular service.

## GENERAL POLICY CONSIDERATIONS REGARDING USER FEES

Undoubtedly, there are programs, circumstances, and services that justify a subsidy from a tax-based or alternative revenue source. However, it is essential that jurisdictions prioritize the use of revenue sources for the provision of services based on the continuum of benefit received.

Within the services that are typically funded by user fees, the Matrix Consulting Group recognizes several reasons why City staff or the Council may not advocate the full cost recovery of services. The following factors are key policy considerations in setting fees at less than 100 percent of cost recovery:

- **Limitations posed by an external agency.** The State or an outside agency will occasionally set a maximum, minimum, or limit on the jurisdiction's ability to charge a fee. Examples include time spent copying and retrieving public documents and / or transportation permits.
- **Encouragement of desired behaviors.** Keeping fees for certain services below full cost recovery may provide better compliance from the community. For example, if the cost of a permit for changing a water heater in residential home is higher than the cost of the water heater itself, many citizens will avoid pulling the permit.
- **Benefit received by user of the service and the community at large is mutual.** Many services that directly benefit a group or individual also equally benefit the community. Examples include Planning Design Review, historical dedications, and certain types of special events.

The Matrix Consulting Group recognizes the need for policies that intentionally subsidize certain activities. The primary goals of a User Fee Study are to provide a fair and equitable basis for determining the costs of providing services and ensure that the City complies with State law.

## SUMMARY OF LEGAL RESTRICTIONS AND POLICY CONSIDERATIONS

Once the full cost of providing services is known, the next step is to determine the "rate" or "price" for services at a level which is up to, and not more than, the full cost amount. The Council is responsible for this decision, which often becomes a question of balancing service levels and funding sources. The placement of a service or activity within the continuum of benefit received may require extensive discussion and at times fall into a "grey area." However, with the resulting cost of services information from a User Fee Study, the Council can be assured that the adopted fee for service is reasonable, fair, and legal. The City will need to review all fees for service in this analysis. Where subsidies are identified, the City should increase the fees to reduce the deficit; where over-recoveries are identified, the fee must be reduced to comply with the law.

## USER FEE STUDY METHODOLOGY

The Matrix Consulting Group utilizes a cost allocation methodology commonly known and accepted as the “bottom-up” approach to establishing User Fees. The term means that several cost components are calculated for each fee or service. These components then build upon each other to comprise the total cost for providing the service. The following chart describes the components of a full cost calculation:



The following subsections discuss the two components of the basis of the full cost.

### TIME ESTIMATION

Utilization of time estimates is a reasonable and defensible approach, especially since experienced staff members who understand service levels and processes unique to the City developed these estimates. The project team worked closely with City staff in developing time estimates with the following criteria:

- Estimates are representative of **average times** for providing services. Extremely difficult or abnormally simple projects are not factored in the analysis.
- Estimates reflect the time associated with the **position or positions** that typically perform a service.
- Estimates are reviewed by the project team for “**reasonableness**” against their experience with other agencies.
- Estimates were not based on time in motion studies, as they are not practical for the scope of services and time frame for this project.
- Estimates match the current or proposed staffing levels to ensure there is no over-allocation of staff resources to fee and non-fee related activities.

The Matrix Consulting Group agrees that while the use of time estimates is not perfect, it is the best alternative available for setting a standard level of service on which to base a jurisdiction’s fees for service and meets the requirements of California law.

The alternative to time estimating is actual time tracking, often referred to billing on a “time and materials” basis. Except in the case of anomalous or very large and complex projects, Matrix Consulting Group believes this approach to not be cost effective or reasonable for the following reasons:

- Accuracy in time tracking is compromised by the additional administrative burden required to track, bill, and collect for services in this manner.
- Additional costs are associated with administrative staff's billing, refunding, and monitoring deposit accounts.
- Customers often prefer to know the fees for services in advance of applying for permits or participating in programs.
- Departments can better predict revenue streams and staff needs using standardized time estimates and anticipated permit volumes. Situations arise where the size and complexity of a given project warrants time tracking and billing on a "time and materials" basis. The Matrix Consulting Group has recommended taking a deposit and charging Actual Costs for such fees as appropriate and itemized within the current fee schedule.

## FULLY BURDENED HOURLY RATES

The fully burdened hourly rates calculated through this study include the following components:

- **Salaries:** FY24-25 Budgeted salaries were utilized and consolidated at the positional level.
- **Benefits:** FY24-25 Budgeted benefits were utilized and consolidated at the positional level.
- **Productive Hours:** Based on Orange's current personnel system rules, working or productive hours were calculated. This means taking the starting total working hours and reducing the hours by vacation, sick, holidays, trainings, and administrative leave based on each bargaining unit
- **Departmental / Divisional Overhead:** This captures any internal service charges or operating supply costs such as vehicles, supplies, etc. Additionally, this component includes the cost associated with support from Director, Administrative and Analytical staff that do not directly work on fees.
- **Citywide Overhead:** This captures support provided by the City Council, City Manager, City Clerk, City Attorney, Finance, and Human Resources. The costs are based on the Citywide Cost Allocation Plan (provided under separate cover).

Together these components result in the generation of fully burdened hourly rates by position / classification and / or department / division. These rates were multiplied against the time assumptions to calculate the full cost of services noted in this report.

## RESULTS OVERVIEW

The motivation behind a cost of services (User Fee) analysis is for the City Council and Departmental staff to maintain services at a level that is both accepted and effective for the community and to maintain control over the policy and management of these services.

It should be noted that the results presented in this report are not a precise measurement. In general, a cost-of-service analysis takes a “snapshot in time,” where a fiscal year of financial and operational information is utilized. Changes to the structure of fee names, along with the use of time estimates, allow only for a reasonable projection of subsidies and revenue. Consequently, the Council and Department staff should rely conservatively upon these estimates to gauge the impact of implementation going forward.

Discussion of results in the following chapters is intended as a summary of extensive and voluminous cost allocation documentation produced during the Study. Each chapter will include detailed cost calculation results for each major fee category including the following:

- **Modifications:** discussions regarding any proposed revisions to the current fee schedule, including elimination or addition of fees.
- **“Per Unit” Results:** comparison of the full cost of providing each unit of service to the current fee for each unit of service (where applicable).
- **Annualized Results:** utilizing volume of activity estimates, annual subsidies, and revenue impacts were projected where workload was available.

The full analytical results were provided to City staff under separate cover from this summary report.



## CITY CLERK

The City Clerk primarily serves to provide support to City Council and administer elections on behalf of the City. The Department also serves as the City's Records Manager and provides customer service through administering passport services and various room rentals. The fees analyzed through this analysis are in support of these responsibilities. The following subsections discuss fee schedule modifications, detailed per unit results, and annual revenue impacts as appropriate for the fee-related services provided by City Clerk.

### FEE SCHEDULE MODIFICATIONS

In discussions with City staff, the following modifications were proposed to the current fee schedule:

- **Eliminated Fees:** Staff proposed eliminating the following fees as these services are no longer offered by City staff or are now offered by other departments within the City:
  - 'Information Requests'
  - 'Orange Municipal Code Book'
  - 'Orange Municipal Code Supplement'
- **Modified Fees:** To add clarity to the fee schedule, the 'CD/DVD Copy' fee was renamed 'Flash Drive Copy' to reflect an adjustment in the service.

The modifications noted ensure that the proposed fee schedule more accurately reflects the services being provided by City Clerk staff.

### DETAILED RESULTS

The City Clerk's Office collects fees for document certification and photocopying, subpoenas, filings, passports, lobbyist registrations, and room rentals. The total cost calculated for each service includes direct staff costs and Departmental, Divisional, and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

**TABLE 4: TOTAL COST PER UNIT RESULTS – CITY CLERK**

Fee Name	Current Fee	Total Cost	Difference
Document Certification	\$10	\$16	(\$6)
Filing of Circulators of an Initiative <sup>1</sup>	\$200	\$200	\$0
Subpoena for Records <sup>2</sup>	\$15	\$15	\$0

<sup>1</sup> ELEC § 9202(b)

<sup>2</sup> EVI § 1563(b)(6)

Fee Name	Current Fee	Total Cost	Difference
<b>Photocopy:<sup>3</sup></b>			
Election-Related	\$0.10	\$0.10	\$0.00
Black & White	\$0.15	\$0.15	\$0.00
Color Copy	\$0.25	\$0.25	\$0.00
Flash Drive Copy	\$25	\$31	(\$6)
Passport Processing <sup>4</sup>	\$35	\$35	\$0
Passport Photo	\$15	\$20	(\$5)
Candidate Registration <sup>5</sup>	\$25	\$25	\$0
<b>Lobbyist Registration Fee:<sup>6</sup></b>			
Initial	\$190	\$190	\$0
Annual	\$190	\$190	\$0
<b>Room Rental:</b>			
Weimer Room	\$115	\$170	(\$55)
Conference Room C	\$115	\$168	(\$53)

Most of the City Clerk's fees are set by the State or City resolution. Of those fees which are not set by regulation, the Clerk's Office under-recovers its costs. The largest under-recovery is for rental of the Weimer room at about \$60. The smallest undercharge is for a passport photo at \$5.

Rental rates can be set based on what the market can bear. The total cost calculated for rentals includes tangible factors such as staff time to coordinate bookings and the impact on facility use. However, it does not capture intangible factors such as the desirability of the rental location or the unique amenities offered.

## ANNUAL REVENUE IMPACT

Based on the prior year's (FY23/24) workload information, City Clerk has a deficit of roughly \$2,700. The following table shows the revenue at the current fee, total projected annual cost, and the resulting difference by major fee.

TABLE 5: ANNUAL RESULTS – CITY CLERK

Fee Category	Revenue at Current Fee	Annual Cost	Difference
Document Certification	\$75	\$120	(\$45)
Photocopy	\$540	\$540	\$0
Flash Drive CD / DVD Copy	\$375	\$465	(\$90)
Passport Photo	\$7,665	\$10,220	(\$2,555)
Lobbyist Registration Fee	\$2,280	\$2,280	\$0
<b>Total</b>	<b>\$10,935</b>	<b>\$13,625</b>	<b>(\$2,690)</b>

<sup>3</sup> GOV § 7922.530

<sup>4</sup> 2 CFR 22.1

<sup>5</sup> ELEC § 10228

<sup>6</sup> City of Orange Resolution No. 11517

Regarding fee-based services, the City Clerk's Office has an annual cost recovery of roughly 80%. The largest under-recovery is in relation to the 'Passport Photo' fee. The City currently charges this fee at \$15; the total cost was calculated at \$20, resulting in a \$5 difference. While the difference is minimal, the service was administered roughly 511 times. The frequency of service compounded with the per unit deficit, results in the large annual deficit. The department should review these results and adjust fees appropriately.

## COMMUNITY DEVELOPMENT – BUILDING & SAFETY SERVICES

The Building and Safety Services Division is responsible for overseeing the enforcement of building regulations to ensure the safety of the City's community members. The fees examined within this study relate to plan check and inspection for commercial and residential construction; mechanical, electrical, and plumbing permits; and other miscellaneous building improvements. The following subsections discuss fee schedule modifications, detailed per unit results, and annual revenue impacts for the fee-related services provided by Building and Safety Services.

### FEE SCHEDULE MODIFICATIONS

In discussions with City staff, the following modifications were proposed to the current fee schedule:

- **Eliminated Fees:** Staff proposed eliminating the following fees as these services are no longer offered by the City:
  - 'Records Research'
  - 'Security Plan Check'
- **New Fees:** Staff proposed the addition of the following fees as they highlight either services already offered but not codified on the fee schedule, or new services the City is looking to provide:
  - 'Appeal to CDD of Building Official Determination'
  - 'Battery Backup / Energy Storage System'
  - 'Refunds – Administrative Processing Fee'
  - 'Refunds – Project Fee Returned - % of permit work completed'
- **Condensed Fees:** To streamline the fee schedule, staff proposed condensing the following fees:
  - All Commercial Tenant Improvement occupancy types were combined into a single 'Commercial Tenant Improvement' fee.
  - The electrical and mechanical 'Inspection of Solar Panel System' fees were condensed with the flat fee for photovoltaic systems.
  - The per-item fees for outlets, lights, and switches were combined into a singular fee.
  - The two fees for 'Antenna – Telecom Facility – Cellular/Mobile Phone' (free-standing or attached to building) were consolidated into one fee.
  - The residential and commercial 'Demolition' fees were combined into a single fee.
  - The commercial fees for a 'Photovoltaic System' were condensed into one commercial fee, regardless of the wattage.

- The 'Residential,' 'Multi-Family / Commercial,' and 'Commercial Addition' Re-roof fees were condensed into one fee for all re-roof projects.
- 'Retaining Wall (concrete or masonry)' was condensed to have only two tiers: 'Up to 500 lf' and 'Each add'l 500 lf'.
- 'Siding' was condensed to have only three subsections: 'Stone and Brick Veneer,' 'All Other,' and 'Additional Siding (Per Wall Section).'
- All fees for 'Signs' were combined into a single fee.
- The tiers related to 'Skylights' were collapsed into a singular fee.
- 'Stairs' was condensed into one fee, rather than charging separate fees for the first flight and each additional flight.
- 'Storage Racks' was condensed to have only two tiers: 'Up to 100 lf' and 'Each add'l 100 lf'.
- Swimming Pool/Spa' was condensed to include only 'Vinyl-lined,' 'Fiberglass,' 'Gunite,' 'Commercial pool,' and 'Spa or Hot Tub (Pre-fabricated) (Includes Electrical)' fees.
- 'Window or Sliding Glass Door' was condensed to only include 'Replacement,' 'New Window (nonstructural),' and 'New window (structural shear wall/masonry).'
- **Expanded Fees:** Due to variability in how the fees are administered, staff proposed expanding the following fee categories into separate fees:
  - The 'EV Charger' fee was expanded into two subcategories: 'Residential' and 'Commercial.'
  - 'Private Street Light' was expanded to include a base fee for up to 5 street lights, with an additional fee for each 5 units over the base amount.
  - 'Grease Hoods' was expanded to specify commercial and residential scenarios.
  - 'Mini Split System' was expanded to include both a base fee and an additional per-unit fee.
- **Modified Fees:** The following points represent various miscellaneous modifications that were made to the fee schedule:
  - The 'New Construction' fee for review of an electrical service or panel was renamed 'Square Footage Rate' to better reflect the service provided.
  - 'Sign & Circuit (Electrical Portion Only)' was reworded to specify that it is for '(New Installations Only; Per 5 Signs).'
  - 'Busways (Each)' was reworded to specify the unit for the service.
  - The 'Issuance Fee' was reworded to read 'Issuance/Administrative Fee.'
  - All 'Inspection of Items Not Listed' fees were clarified to include '(Per Item).'
  - 'Industrial Waste Receptors/Grease Trap Interceptors' was reworded to better reflect the service provided.
  - 'Drainage Piping' was modified to include the word 'new' to clarify the service offered.

- 'Heater (Includes Electrical)' was reworded to better reflect the service provided.
- 'Air Conditioner (Includes Electrical)' was reworded to better reflect the service provided.
- 'Ventilation Fan' was reworded to include 'Kitchen / Bath' for clarity.
- 'Mechanical Firebox (Metal Fireplace; Includes Ducting and Gas Line)' was reworded to better reflect the service provided.
- 'Re-Inspection Fee - 1hr min' was modified to change the minimum from a half hour to a full hour.
- 'Pool / Spa Equipment (Includes Heater)' was reworded to better reflect the service provided.
- 'Miscellaneous Flat Fees (Includes 1 Plan Review and Inspection)' was reworded to better reflect the services provided.
- 'Demolition (Includes Plumbing and Electrical)' was reworded to better reflect the service provided.
- The 'Disabled Access Compliance Inspection' fee was renamed 'Disabled Access and Energy Compliance Review' and now encompasses both types of review.
- 'New door (non-structural; creation of a new opening)' was reworded to better reflect the service provided.
- 'Fences and Walls (Non-Retaining)' was reworded to include both walls and fences. The subsections were also changed from 'Over 6 Ft in height' and 'Each add'l 100 lf' to 'Over 7 ft. in height (up to 500 lf)' and 'Each add'l 500 lf.'
- The 'Deck / Balcony / Arbor / Trellis / Patio Cover' fee was reworded to include 'Up to 5 Units' for clarity.
- The fees for 'Photovoltaic System' were modified to clarify that they include electrical permits except for main service.
- The fee for 'Additional Siding (Per Wall Section)' was reworded to better reflect the service provided.
- 'Spa or Hot Tub (Pre-fabricated)' was modified to indicated that it 'Includes Electrical.'
- The following fees were modified to adjust the subcategories from 'Up to 10' and 'Over 10' to 'Up to 5' and 'Over 5' to more accurately account for small projects.
  - o 'Power Equipment'
  - o 'Water Closet'
  - o 'Urinal'
  - o 'Bathtub (including shower head)'
  - o 'Shower Stall'
  - o 'Kitchen Sink'

- 'Dishwasher'
  - 'Garbage Disposal'
  - 'Clothes Washer'
  - 'Water Heater'
  - 'Water Softener'
  - 'Clothes Dryer'
  - 'Gas Piping'
  - 'Miscellaneous Fixtures'
  - 'Drainage Piping (alter, repair)'
  - 'Drinking Fountain'
  - 'Ventilation Fan'
- The 'Waste Management Plan' fee was moved to Public Work's fee schedule as this responsibility is now under their preview.
  - The following fees are no longer listed as stand-alone fees as they are covered under the square footage and occupancy table:
    - 'Arbor/Trellis'
    - 'Garage (detached)'
    - 'Modular Structures'

The modifications proposed ensure that the proposed fee schedule better reflects the services being provided by Building staff.

## DETAILED RESULTS – FLAT FEES

The Building and Safety Services Division collects flat fees for mechanical, electrical, and plumbing permits, as well as for common projects like re-roofs, fireplaces, and photovoltaic systems. The total cost calculated for each service includes direct staff costs and Departmental, Divisional, and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

**TABLE 6: TOTAL COST PER UNIT RESULTS – BUILDING FLAT FEES**

Fee Name	Current Fee	Total Cost	Difference
<b>Hourly Fees</b>			
<b>Inspections:</b>			
Inspection outside of normal business hours	\$137	\$250	(\$113)
Inspection/Re-inspection fees during business hours	\$137	\$224	(\$87)

Fee Name	Current Fee	Total Cost	Difference
Inspection for which no fee is indicated	\$137	\$224	(\$87)
Plan review for changes, additions, and revisions to plan	\$143	\$212	(\$69)
Change of Occupancy, requiring new and temporary C. of O.	\$152	\$233	(\$81)
Alternate Materials or Methods Request	\$152	\$233	(\$81)
Appeal to CDD of Building Official Determination	New	\$223	N/A
<b>Refunds</b>			
Administrative Processing Fee	New	\$90	N/A
<b>Mechanical, Electrical, &amp; Plumbing</b>			
<b>Electrical</b>			
<b>Service or Panel:</b>			
Up to 1,000 amps	\$137	\$168	(\$31)
1,000+ amps	\$243	\$280	(\$37)
<b>Outlets, Lights, and Switches - Per Item</b>			
Up to 10	\$14	\$112	(\$98)
Over 10	\$14	\$18	(\$4)
Square Footage Rate	\$0.05	\$0.17	(\$0.12)
<b>Power Equipment:</b>			
<b>Up to 1 HP or to 1kva</b>			
Up to 5	\$69	\$224	(\$155)
Over 5	\$69	\$168	(\$99)
<b>Over 1 HP</b>			
Up to 5	\$137	\$280	(\$143)
Over 5	\$137	\$224	(\$87)
Sign & Circuit (Electrical Portion Only) (New Installations Only; Per 5 Signs)	\$137	\$112	\$25
Temporary Power - (Main Pole of Equipment)	\$69	\$224	(\$155)
Temporary Power - Distance Poles	\$69	\$112	(\$43)
Busways (Each)	\$137	\$112	\$25
<b>Private Street Light:</b>			
Up to 5	\$137	\$224	(\$87)
Over 5	\$137	\$224	(\$87)
Issuance/Administrative Fee	\$64	\$90	(\$26)
Plan Review - 1/2 hr minimum	\$72	\$106	(\$34)
Inspection of Items Not Listed - 1/2 hr min (Per Item)	\$69	\$112	(\$43)
Re-Inspection Fee - 1/2 hr min	\$69	\$112	(\$43)
Battery Backup / Energy Storage System	New	\$330	N/A
<b>EV Charger</b>			
Residential	\$69	\$224	(\$155)
Commercial	\$69	\$224	(\$155)
<b>Plumbing</b>			
<b>Water Closet:</b>			
Up to 5	\$69	\$224	(\$155)
Over 5	\$69	\$224	(\$155)
<b>Urinal:</b>			
Up to 5	\$69	\$224	(\$155)
Over 5	\$69	\$224	(\$155)



Fee Name	Current Fee	Total Cost	Difference
<b>Bathtub (including shower head):</b>			
Up to 5	\$69	\$224	(\$155)
Over 5	\$69	\$224	(\$155)
<b>Shower Stall:</b>			
Up to 5	\$69	\$224	(\$155)
Over 5	\$69	\$224	(\$155)
<b>Kitchen Sink:</b>			
Up to 5	\$69	\$224	(\$155)
Over 5	\$69	\$224	(\$155)
<b>Dishwasher:</b>			
Up to 5	\$69	\$224	(\$155)
Over 5	\$69	\$224	(\$155)
<b>Garbage Disposal:</b>			
Up to 5	\$69	\$224	(\$155)
Over 5	\$69	\$224	(\$155)
<b>Clothes Washer:</b>			
Up to 5	\$69	\$224	(\$155)
Over 5	\$69	\$224	(\$155)
<b>Water Heater:</b>			
Up to 5	\$69	\$168	(\$99)
Over 5	\$69	\$112	(\$43)
Sewer (New, add, alter, repair)	\$69	\$224	(\$155)
<b>Water Softener:</b>			
Up to 5	\$69	\$224	(\$155)
Over 5	\$69	\$224	(\$155)
<b>Clothes Dryer</b>			
Up to 5	\$69	\$224	(\$155)
Over 5	\$69	\$224	(\$155)
<b>Gas Piping</b>			
Up to 5	\$27	\$224	(\$197)
Over 5	\$27	\$224	(\$197)
<b>Miscellaneous Fixtures:</b>			
Up to 5	\$69	\$224	(\$155)
Over 5	\$69	\$224	(\$155)
Industrial Waste Receptors/Grease Trap Interceptors	\$69	\$224	(\$155)
<b>Drainage Piping (new, alter, repair)</b>			
Up to 5	\$69	\$168	(\$99)
Over 5	\$69	\$112	(\$43)
<b>Drinking Fountain:</b>			
Up to 5	\$69	\$224	(\$155)
Over 5	\$69	\$224	(\$155)
Roof Drainage System	\$69	\$224	(\$155)
Cesspool	\$69	\$224	(\$155)
Septic Tank	\$140	\$224	(\$84)
Backflow Devices - per device	\$69	\$224	(\$155)
Solar Systems (plumbing portion)	\$140	\$224	(\$84)

Fee Name	Current Fee	Total Cost	Difference
Issuance Fee	\$64	\$90	(\$26)
Plan Review	\$72	\$212	(\$140)
Inspection of Solar Panel System	\$69	\$224	(\$155)
Inspection of Items Not Listed - 1/2 hr min (Per Item)	\$69	\$224	(\$155)
Re-inspection fee	\$69	\$224	(\$155)
<b>Mechanical</b>			
<b>Heater (Include Electrical)</b>			
Less than 100,000 BTU	\$137	\$168	(\$31)
Greater than 100,000 BTU	\$206	\$336	(\$130)
<b>Air Conditioner (Includes Electrical)</b>			
0-100,000 BTU	\$137	\$168	(\$31)
100,000-1,000,000 BTU	\$206	\$224	(\$18)
1,000,000+ BTU	\$274	\$560	(\$286)
<b>Air Handler</b>			
10,000 CFM or less	\$137	\$224	(\$87)
Over 10,000 CFM	\$206	\$448	(\$242)
Evaporative Cooler	\$103	\$224	(\$121)
Fan Coil	\$69	\$224	(\$155)
<b>Ventilation Fan (Kitchen / Bathroom):</b>			
Up to 5	\$69	\$224	(\$155)
Over 5	\$69	\$168	(\$99)
<b>Grease Hoods:</b>			
Residential	\$274	\$280	(\$6)
Commercial	\$274	\$448	(\$174)
<b>Mechanical Firebox (Metal Fireplace; Includes Ducting and Gas Line)</b>			
	\$137	\$224	(\$87)
<b>Mini Split System:</b>			
Up to 3	\$197	\$336	(\$139)
Over 3	\$197	\$448	(\$251)
<b>Registers (inlet or outlet):</b>			
Up to 10	\$14	\$224	(\$210)
Over 10	\$14	\$168	(\$154)
Issuance Fee	\$64	\$90	(\$26)
Plan Review - 1/2 hr min	\$72	\$212	(\$140)
Inspection of Items Not Listed - 1/2 hr min (Per Item)	\$69	\$224	(\$155)
Re-Inspection Fee - 1/2 hr min	\$69	\$224	(\$155)
Pool / Spa Equipment (Includes Heater)	\$274	\$448	(\$174)
<b>Miscellaneous Flat Fees (Includes 1 Plan Review and Inspection)</b>			
<b>Antenna—Telecom Facility</b>			
Cellular/Mobile Phone, free-standing or attached to building	\$345	\$527	(\$182)
Chimney Repair	\$219	\$527	(\$308)
<b>Demolition (Includes Plumbing and Electrical)</b>			
Residential and Commercial	\$546	\$314	\$232
Disabled Access and Energy Compliance Review	Modified	15%	N/A
<b>Door</b>			
New door (non-structural; creation of a new opening)	\$238	\$202	\$36

Fee Name	Current Fee	Total Cost	Difference
New door (structural shear wall/masonry)	\$238	\$639	(\$401)
<b>Fences and Walls (Non-Retaining)</b>			
Over 7 ft. in height (up to 500 lf)	\$238	\$863	(\$625)
Each add'l 500 lf	\$115	\$224	(\$109)
<b>Fireplace</b>			
Masonry	\$405	\$650	(\$245)
Pre-Fabricated/Metal	\$301	\$426	(\$125)
Flag pole (over 20 feet in height)	\$301	\$314	(\$13)
Foundation Repair	\$417	\$426	(\$9)
Deck / Balcony / Arbor / Trellis / Patio Cover (Up to 5 Units)	\$415	\$751	(\$336)
<b>Photovoltaic System</b>			
Residential (includes electrical except for main service)	\$383	\$426	(\$43)
Commercial (includes electrical except for main service)	\$664	\$762	(\$98)
<b>Pile Foundation</b>			
Cast in Place Concrete (first 10 piles)	\$706	\$751	(\$45)
Additional Piles (increments of 10)	\$706	\$224	\$482
Driven (steel, pre-stressed concrete)	\$706	\$618	\$88
Additional Piles (increments of 10)	\$706	\$224	\$482
Product Review	\$143	\$212	(\$69)
Re-roof (Residential, Multi-Family, or Commercial)	Modified	\$269	N/A
<b>Retaining Wall (concrete or masonry)</b>			
Up to 500 lf	Modified	\$751	N/A
Each add'l 500 lf	Modified	\$224	N/A
Sauna—steam	\$211	\$314	(\$103)
<b>Siding</b>			
Stone and Brick Veneer	\$207	\$426	(\$219)
All Other	\$207	\$426	(\$219)
Additional Siding (Per Wall Section)	\$70	\$224	(\$154)
Signs (Including Electrical)	Modified	\$426	N/A
Skylight	Modified	\$426	N/A
Stairs	\$211	\$538	(\$327)
<b>Storage Racks</b>			
Up to 100 lf	\$141	\$314	(\$173)
Each Additional 100 lf	\$71	\$112	(\$41)
Supplemental Plan Check Fee (after 3rd review)	\$143	\$212	(\$69)
Supplemental Inspection Fee	\$140	\$224	(\$84)
<b>Swimming Pool/Spa</b>			
Vinyl-lined	\$449	\$426	\$23
Fiberglass	\$695	\$426	\$269
Gunite	\$695	\$1,099	(\$404)
Commercial Pool	\$767	\$1,211	(\$444)
Spa or Hot Tub (Pre-Fabricated) (Includes Electrical)	\$283	\$426	(\$143)
<b>Window or Sliding Glass Door</b>			
Replacement	\$168	\$258	(\$90)
New Window (nonstructural)	\$203	\$258	(\$55)
New window (structural shear wall/masonry)	\$415	\$538	(\$123)

The flat fees administered by the Building Division show a mix of under- and over-recoveries, most fees under-recover. The fee with the largest under-recovery is the 'Fences and Walls (Non-Retaining) – Over 7 ft. in height (up to 500 lf)' at around \$630. The smallest undercharge is in relation to the Electrical 'Square Footage Rate' at \$0.12. The largest overcharges are in relation to the 'Pile Foundation' fees; the fees for 'Additional Piles' for both concrete and driven piles over-recover by about \$490 each. The smallest over-recovery is for a 'Swimming Pool/Spa – Vinyl-Lined' (\$20). These over-recoveries are due to process improvements that have reduced the cost of providing these services.

## **DETAILED RESULTS – OCCUPANCY, CONSTRUCTION MATERIALS, AND SQUARE FOOTAGE**

The Building and Safety Services Division collects fees for residential, commercial, and industrial new construction and improvements based on the occupancy type, construction materials and square footage of the project. The total cost calculated for each service includes direct staff costs and Departmental, Divisional, and Citywide overhead. The following table is broken out by construction type and details the IBC class, building use / occupancy type, square footage, the current fee, the total cost calculated, and the resulting difference. The fees in the table are inclusive of both plan check and inspection.

**TABLE 7: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type IA, IB		Construction Type IA, IB		Construction Type IA, IB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
A-1	Assembly – Fixed Seating Theater, Concert Hall	500	\$4,322	\$216.10	\$9,271	\$463.56	(\$4,949)	(\$247.46)
		2,500	\$8,644	\$140.91	\$18,542	\$344.69	(\$9,898)	(\$203.78)
		5,000	\$12,167	\$171.45	\$27,159	\$484.33	(\$14,992)	(\$312.88)
		10,000	\$20,739	\$39.01	\$51,376	\$108.36	(\$30,637)	(\$69.35)
		25,000	\$26,591	\$34.84	\$67,629	\$51.47	(\$41,038)	(\$16.63)
		50,000	\$35,300	\$70.60	\$80,497	\$160.99	(\$45,197)	(\$90.39)
A-2	Assembly – Food & Drink Restaurant, Night Club, Bar	500	\$5,713	\$285.64	\$14,642	\$732.12	(\$8,929)	(\$446.48)
		2,500	\$11,426	\$192.90	\$29,285	\$534.69	(\$17,859)	(\$341.79)
		5,000	\$16,248	\$244.86	\$42,652	\$738.27	(\$26,404)	(\$493.41)
		10,000	\$28,492	\$55.41	\$79,565	\$165.48	(\$51,073)	(\$110.07)
		25,000	\$36,803	\$42.42	\$104,387	\$86.63	(\$67,584)	(\$44.21)
		50,000	\$47,408	\$94.82	\$126,043	\$252.09	(\$78,635)	(\$157.27)
A-3	Assembly – Worship, Amusement Arcade, Church, Community Hall	500	\$6,055	\$302.75	\$15,133	\$756.65	(\$9,078)	(\$453.90)
		2,500	\$12,110	\$201.11	\$30,266	\$546.46	(\$18,156)	(\$345.35)
		5,000	\$17,137	\$250.35	\$43,927	\$746.11	(\$26,790)	(\$495.76)
		10,000	\$29,656	\$56.78	\$81,233	\$167.44	(\$51,577)	(\$110.66)
		25,000	\$38,172	\$46.79	\$106,349	\$92.90	(\$68,177)	(\$46.12)
		50,000	\$49,868	\$99.74	\$129,575	\$259.15	(\$79,707)	(\$159.41)
A-4	Assembly – Indoor Sport Viewing Arena, Skating Rink, Tennis Court	500	\$4,844	\$242.20	\$12,106	\$605.32	(\$7,262)	(\$363.12)
		2,500	\$9,688	\$160.88	\$24,213	\$437.17	(\$14,525)	(\$276.28)
		5,000	\$13,710	\$200.28	\$35,142	\$596.89	(\$21,432)	(\$396.61)
		10,000	\$23,724	\$45.42	\$64,986	\$133.95	(\$41,262)	(\$88.53)
		25,000	\$30,537	\$37.43	\$85,079	\$74.32	(\$54,542)	(\$36.90)
		50,000	\$39,894	\$79.79	\$103,660	\$207.32	(\$63,766)	(\$127.53)

**TABLE 7: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type IA, IB		Construction Type IA, IB		Construction Type IA, IB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
A-5	Assembly—Outdoor Activities Amusement Park, Bleacher, Stadium	1,000	\$3,291	\$82.29	\$16,035	\$400.86	(\$12,744)	(\$318.58)
		5,000	\$6,582	\$56.19	\$32,069	\$306.96	(\$25,487)	(\$250.77)
		10,000	\$9,392	\$72.38	\$47,417	\$443.27	(\$38,025)	(\$370.89)
		20,000	\$16,629	\$16.35	\$91,744	\$98.89	(\$75,115)	(\$82.54)
		50,000	\$21,533	\$11.87	\$121,409	\$39.62	(\$99,876)	(\$27.76)
		100,000	\$27,465	\$27.47	\$141,221	\$141.22	(\$113,756)	(\$113.76)
B	Business – Professional Office	1,000	\$7,457	\$186.41	\$11,779	\$294.47	(\$4,322)	(\$108.06)
		5,000	\$14,913	\$131.34	\$23,558	\$210.07	(\$8,645)	(\$78.73)
		10,000	\$21,480	\$174.75	\$34,061	\$283.23	(\$12,581)	(\$108.48)
		20,000	\$38,955	\$39.35	\$62,384	\$63.65	(\$23,429)	(\$24.30)
		50,000	\$50,761	\$24.69	\$81,478	\$37.59	(\$30,717)	(\$12.90)
		100,000	\$63,105	\$63.11	\$100,271	\$100.27	(\$37,166)	(\$37.17)
E	Educational – Group Occupancy 6+ Persons, up to the 12 <sup>th</sup> Grade	1,000	\$7,510	\$187.75	\$11,368	\$284.19	(\$3,858)	(\$96.45)
		5,000	\$15,020	\$118.02	\$22,736	\$182.23	(\$7,716)	(\$64.21)
		10,000	\$20,921	\$136.82	\$31,847	\$216.94	(\$10,926)	(\$80.12)
		20,000	\$34,602	\$31.29	\$53,541	\$49.46	(\$18,939)	(\$18.18)
		50,000	\$43,988	\$32.72	\$68,380	\$47.55	(\$24,392)	(\$14.84)
		100,000	\$60,345	\$60.35	\$92,157	\$92.16	(\$31,812)	(\$31.81)
F-1	Factory Industrial—Moderate Hazard	4,000	\$3,830	\$7.22	\$5,861	\$10.93	(\$2,031)	(\$3.71)
		20,000	\$4,985	\$6.66	\$7,610	\$10.19	(\$2,625)	(\$3.53)
		40,000	\$6,316	\$2.50	\$9,647	\$3.89	(\$3,331)	(\$1.39)
		80,000	\$7,315	\$2.08	\$11,202	\$3.16	(\$3,887)	(\$1.08)
		200,000	\$9,816	\$1.40	\$14,995	\$2.16	(\$5,179)	(\$0.76)
		400,000	\$12,624	\$3.16	\$19,324	\$4.83	(\$6,700)	(\$1.67)

**TABLE 7: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type IA, IB		Construction Type IA, IB		Construction Type IA, IB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
F-2	Factory Industrial – Low Hazard	3,000	\$2,735	\$22.79	\$3,187	\$26.56	(\$452)	(\$3.76)
		15,000	\$5,470	\$13.34	\$6,373	\$15.88	(\$903)	(\$2.55)
		30,000	\$7,471	\$13.86	\$8,756	\$17.12	(\$1,285)	(\$3.26)
		60,000	\$11,628	\$3.21	\$13,891	\$3.95	(\$2,263)	(\$0.75)
		150,000	\$14,513	\$4.52	\$17,449	\$5.07	(\$2,936)	(\$0.56)
		300,000	\$21,285	\$7.10	\$25,060	\$8.35	(\$3,775)	(\$1.26)
H-1	High Hazard Group H-1 Pose a detonation hazard	1,000	\$2,383	\$59.56	\$3,373	\$84.32	(\$990)	(\$24.76)
		5,000	\$4,765	\$33.26	\$6,746	\$48.17	(\$1,981)	(\$14.91)
		10,000	\$6,428	\$31.94	\$9,154	\$48.13	(\$2,726)	(\$16.19)
		20,000	\$9,622	\$7.51	\$13,968	\$11.23	(\$4,346)	(\$3.72)
		50,000	\$11,875	\$12.67	\$17,338	\$17.36	(\$5,463)	(\$4.69)
		100,000	\$18,210	\$18.21	\$26,016	\$26.02	(\$7,806)	(\$7.81)
H-2	High Hazard Group H-2 Pose a deflagration hazard	2,000	\$2,516	\$31.45	\$3,557	\$44.46	(\$1,041)	(\$13.01)
		10,000	\$5,033	\$17.90	\$7,114	\$25.96	(\$2,081)	(\$8.05)
		20,000	\$6,823	\$17.80	\$9,710	\$26.92	(\$2,887)	(\$9.12)
		40,000	\$10,382	\$4.16	\$15,094	\$6.25	(\$4,712)	(\$2.09)
		100,000	\$12,876	\$6.49	\$18,843	\$8.84	(\$5,967)	(\$2.35)
		200,000	\$19,368	\$9.68	\$27,688	\$13.84	(\$8,320)	(\$4.16)
H-3	High Hazard Group H-3 Readily support combustion	1,000	\$2,611	\$65.28	\$3,091	\$77.28	(\$480)	(\$12.00)
		5,000	\$5,223	\$38.33	\$6,182	\$46.32	(\$959)	(\$8.00)
		10,000	\$7,139	\$40.22	\$8,498	\$50.11	(\$1,359)	(\$9.89)
		20,000	\$11,160	\$9.33	\$13,509	\$11.57	(\$2,349)	(\$2.24)
		50,000	\$13,958	\$12.86	\$16,979	\$14.71	(\$3,021)	(\$1.85)
		100,000	\$20,385	\$20.39	\$24,333	\$24.33	(\$3,948)	(\$3.95)

**TABLE 7: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type IA, IB		Construction Type IA, IB		Construction Type IA, IB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
H-4	High Hazard Group H-4 Pose health hazards	1,000	\$2,859	\$71.48	\$4,048	\$101.19	(\$1,189)	(\$29.71)
		5,000	\$5,718	\$39.91	\$8,095	\$57.80	(\$2,377)	(\$17.89)
		10,000	\$7,713	\$38.33	\$10,985	\$57.76	(\$3,272)	(\$19.43)
		20,000	\$11,546	\$9.01	\$16,761	\$13.48	(\$5,215)	(\$4.47)
		50,000	\$14,250	\$15.20	\$20,805	\$20.83	(\$6,555)	(\$5.62)
		100,000	\$21,852	\$21.85	\$31,219	\$31.22	(\$9,367)	(\$9.37)
H-5	High Hazard Group H-5 Semiconductor Fabrication, R&D	1,000	\$2,859	\$71.48	\$4,048	\$101.19	(\$1,189)	(\$29.71)
		5,000	\$5,718	\$39.91	\$8,095	\$57.80	(\$2,377)	(\$17.89)
		10,000	\$7,713	\$38.33	\$10,985	\$57.76	(\$3,272)	(\$19.43)
		20,000	\$11,546	\$9.01	\$16,761	\$13.48	(\$5,215)	(\$4.47)
		50,000	\$14,250	\$15.20	\$20,805	\$20.83	(\$6,555)	(\$5.62)
		100,000	\$21,852	\$21.85	\$31,219	\$31.22	(\$9,367)	(\$9.37)
I-1	Institutional – 7+ persons, ambulatory	1,000	\$3,720	\$93.00	\$6,648	\$166.19	(\$2,928)	(\$73.19)
		5,000	\$7,440	\$51.65	\$13,295	\$94.20	(\$5,855)	(\$42.56)
		10,000	\$10,022	\$49.10	\$18,006	\$92.87	(\$7,984)	(\$43.77)
		20,000	\$14,933	\$11.54	\$27,293	\$21.71	(\$12,360)	(\$10.17)
		50,000	\$18,396	\$19.94	\$33,807	\$34.61	(\$15,411)	(\$14.66)
		100,000	\$28,368	\$28.37	\$51,111	\$51.11	(\$22,743)	(\$22.74)
I-2	Institutional – 6+ persons, non-ambulatory	1,000	\$4,650	\$116.25	\$6,648	\$166.19	(\$1,998)	(\$49.94)
		5,000	\$9,301	\$64.56	\$13,295	\$94.20	(\$3,994)	(\$29.64)
		10,000	\$12,529	\$61.38	\$18,006	\$92.87	(\$5,477)	(\$31.49)
		20,000	\$18,666	\$14.43	\$27,293	\$21.71	(\$8,627)	(\$7.28)
		50,000	\$22,995	\$24.93	\$33,807	\$34.61	(\$10,812)	(\$9.68)
		100,000	\$35,460	\$35.46	\$51,111	\$51.11	(\$15,651)	(\$15.65)



**TABLE 7: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type IA, IB		Construction Type IA, IB		Construction Type IA, IB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
I-3	Institutional – 6+ persons, restrained	1,000	\$4,565	\$114.10	\$6,525	\$163.13	(\$1,960)	(\$49.03)
		5,000	\$9,129	\$63.56	\$13,050	\$92.73	(\$3,921)	(\$29.18)
		10,000	\$12,307	\$60.69	\$17,687	\$91.89	(\$5,380)	(\$31.20)
		20,000	\$18,375	\$14.25	\$26,876	\$21.47	(\$8,501)	(\$7.22)
		50,000	\$22,650	\$24.36	\$33,316	\$33.82	(\$10,666)	(\$9.46)
		100,000	\$34,830	\$34.83	\$50,228	\$50.23	(\$15,398)	(\$15.40)
I-4	Institutional – 6+ persons, day care	1,000	\$3,709	\$92.72	\$5,421	\$135.54	(\$1,712)	(\$42.81)
		5,000	\$7,418	\$53.28	\$10,843	\$79.49	(\$3,425)	(\$26.21)
		10,000	\$10,082	\$53.84	\$14,817	\$83.06	(\$4,735)	(\$29.23)
		20,000	\$15,465	\$12.55	\$23,123	\$19.26	(\$7,658)	(\$6.71)
		50,000	\$19,230	\$18.90	\$28,902	\$26.76	(\$9,672)	(\$7.86)
		100,000	\$28,680	\$28.68	\$42,282	\$42.28	(\$13,602)	(\$13.60)
L	Labs (California ONLY)	2,000	\$8,729	\$109.12	\$17,095	\$213.69	(\$8,366)	(\$104.57)
		10,000	\$17,459	\$74.70	\$34,190	\$148.39	(\$16,731)	(\$73.69)
		20,000	\$24,928	\$96.32	\$49,028	\$194.38	(\$24,100)	(\$98.05)
		40,000	\$44,194	\$21.74	\$87,904	\$43.82	(\$43,710)	(\$22.08)
		100,000	\$57,240	\$15.67	\$114,197	\$29.50	(\$56,957)	(\$13.83)
		200,000	\$72,912	\$36.46	\$143,701	\$71.85	(\$70,789)	(\$35.39)
M	Mercantile – Retail or wholesale store	150	\$2,251	\$375.14	\$1,583	\$263.78	\$668	\$111.36
		750	\$4,501	\$254.48	\$3,165	\$181.60	\$1,336	\$72.88
		1,500	\$6,410	\$324.66	\$4,527	\$235.61	\$1,883	\$89.05
		3,000	\$11,280	\$73.41	\$8,061	\$53.17	\$3,219	\$20.23
		7,500	\$14,583	\$55.13	\$10,454	\$37.29	\$4,129	\$17.84
		15,000	\$18,718	\$124.79	\$13,251	\$88.34	\$5,467	\$36.45

**TABLE 7: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type IA, IB		Construction Type IA, IB		Construction Type IA, IB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
R-1	Residential – Transient Boarding Houses, Hotels, Motels	2,000	\$21,580	\$53.94	\$17,340	\$216.75	\$4,240	(\$162.81)
		10,000	\$25,895	\$57.14	\$34,680	\$149.86	(\$8,785)	(\$92.72)
		20,000	\$31,608	\$28.53	\$49,666	\$195.36	(\$18,058)	(\$166.83)
		40,000	\$37,314	\$15.66	\$88,738	\$44.07	(\$51,424)	(\$28.41)
		100,000	\$46,710	\$18.03	\$115,178	\$30.29	(\$68,468)	(\$12.26)
		200,000	\$64,740	\$32.37	\$145,467	\$72.73	(\$80,727)	(\$40.36)
R-2	Residential – Permanent, 2+ Dwellings Apartment, Dormitory, Timeshare	1,500	\$21,580	\$71.93	\$17,340	\$289.00	\$4,240	(\$217.07)
		7,500	\$25,895	\$76.14	\$34,680	\$199.81	(\$8,785)	(\$123.67)
		15,000	\$31,606	\$38.09	\$49,666	\$260.48	(\$18,060)	(\$222.39)
		30,000	\$37,319	\$20.87	\$88,738	\$58.76	(\$51,419)	(\$37.89)
		75,000	\$46,710	\$24.03	\$115,178	\$40.39	(\$68,468)	(\$16.36)
		150,000	\$64,733	\$43.16	\$145,467	\$96.98	(\$80,734)	(\$53.82)
R-3	Dwellings – Custom Homes	1,500	\$4,318	\$86.35	\$5,429	\$188.28	(\$1,111)	(\$101.94)
		2,500	\$5,181	\$107.28	\$7,312	\$235.58	(\$2,131)	(\$128.30)
		3,500	\$6,254	\$107.33	\$9,668	\$166.85	(\$3,414)	(\$59.52)
		4,500	\$7,327	\$97.45	\$11,336	\$164.37	(\$4,009)	(\$66.92)
		6,500	\$9,276	\$105.04	\$14,623	\$131.78	(\$5,347)	(\$26.74)
		10,000	\$12,953	\$129.53	\$19,236	\$192.36	(\$6,283)	(\$62.83)
R-3	Dwellings – Models, First Master Plan	1,500	New	New	\$3,435	\$343.49	N/A	N/A
		2,500	New	New	\$6,870	\$274.82	N/A	N/A
		3,500	New	New	\$9,618	\$652.78	N/A	N/A
		4,500	New	New	\$16,146	\$223.32	N/A	N/A
		6,500	New	New	\$20,612	\$206.05	N/A	N/A
		10,000	New	New	\$27,824	\$278.24	N/A	N/A

**TABLE 7: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type IA, IB		Construction Type IA, IB		Construction Type IA, IB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
R-3	Dwellings – Production Phase of Master Plan (Repeats)	1,500	\$3,205	\$64.13	\$2,576	\$257.65	\$629	(\$193.52)
		2,500	\$3,846	\$84.98	\$5,153	\$223.32	(\$1,307)	(\$138.34)
		3,500	\$4,696	\$85.10	\$7,386	\$584.11	(\$2,690)	(\$499.01)
		4,500	\$5,547	\$69.65	\$13,227	\$197.56	(\$7,680)	(\$127.92)
		6,500	\$6,940	\$76.43	\$17,179	\$127.57	(\$10,239)	(\$51.14)
		10,000	\$9,616	\$96.15	\$21,643	\$216.43	(\$12,027)	(\$120.28)
R-3	Residential Room Addition	150	\$1,632	\$54.38	\$3,901	\$650.19	(\$2,269)	(\$595.80)
		750	\$1,958	\$54.69	\$7,802	\$422.05	(\$5,844)	(\$367.36)
		1,500	\$2,368	\$27.32	\$10,968	\$510.45	(\$8,600)	(\$483.14)
		3,000	\$2,778	\$16.27	\$18,624	\$116.16	(\$15,846)	(\$99.89)
		7,500	\$3,510	\$18.45	\$23,852	\$105.97	(\$20,342)	(\$87.52)
		15,000	\$4,894	\$32.63	\$31,799	\$211.99	(\$26,905)	(\$179.37)
R-4	Residential – Assisted Living (6-16 persons)	1,500	\$18,720	\$62.40	\$11,206	\$186.77	\$7,514	(\$124.37)
		7,500	\$22,463	\$68.51	\$22,412	\$132.41	\$51	(\$63.91)
		15,000	\$27,601	\$34.28	\$32,343	\$177.36	(\$4,742)	(\$143.09)
		30,000	\$32,743	\$17.69	\$58,948	\$39.89	(\$26,205)	(\$22.20)
		75,000	\$40,703	\$20.61	\$76,897	\$24.29	(\$36,194)	(\$3.68)
		150,000	\$56,160	\$37.44	\$95,117	\$63.41	(\$38,957)	(\$25.97)
R	R Occupancy Remodel	150	\$2,190	\$72.99	\$528	\$87.93	\$1,662	(\$14.94)
		750	\$2,627	\$77.00	\$1,055	\$60.53	\$1,572	\$16.46
		1,500	\$3,205	\$38.51	\$1,509	\$78.54	\$1,696	(\$40.03)
		3,000	\$3,782	\$21.22	\$2,687	\$17.72	\$1,095	\$3.49
		7,500	\$4,737	\$24.41	\$3,485	\$12.43	\$1,252	\$11.98
		15,000	\$6,568	\$43.79	\$4,417	\$29.45	\$2,151	\$14.34

**TABLE 7: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type IA, IB		Construction Type IA, IB		Construction Type IA, IB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
S-1	Storage – Moderate Hazard, Repair Garage Motor Vehicles (not High Hazard)	500	\$3,038	\$151.91	\$5,807	\$290.33	(\$2,769)	(\$138.42)
		2,500	\$6,076	\$95.23	\$11,613	\$185.17	(\$5,537)	(\$89.94)
		5,000	\$8,457	\$110.00	\$16,242	\$218.90	(\$7,785)	(\$108.90)
		10,000	\$13,957	\$25.17	\$27,187	\$49.95	(\$13,230)	(\$24.78)
		25,000	\$17,733	\$26.63	\$34,680	\$49.12	(\$16,947)	(\$22.50)
		50,000	\$24,390	\$48.78	\$46,961	\$93.92	(\$22,571)	(\$45.14)
S-2	Storage – Low Hazard, Parking Garages Open or Enclosed	1,000	\$9,161	\$229.03	\$18,160	\$453.99	(\$8,999)	(\$224.96)
		5,000	\$18,322	\$163.52	\$36,319	\$327.87	(\$17,997)	(\$164.35)
		10,000	\$26,498	\$220.61	\$52,713	\$447.67	(\$26,215)	(\$227.06)
		20,000	\$48,559	\$49.58	\$97,480	\$100.46	(\$48,921)	(\$50.89)
		50,000	\$63,432	\$29.18	\$127,618	\$55.74	(\$64,186)	(\$26.56)
		100,000	\$78,024	\$78.02	\$155,490	\$155.49	(\$77,466)	(\$77.47)
U	Accessory – Private Garage	200	\$1,024	\$127.93	\$1,627	\$203.34	(\$603)	(\$75.41)
		1,000	\$2,046	\$92.06	\$3,253	\$147.95	(\$1,207)	(\$55.90)
		2,000	\$2,968	\$125.27	\$4,733	\$203.54	(\$1,765)	(\$78.27)
		4,000	\$5,473	\$28.14	\$8,804	\$45.64	(\$3,331)	(\$17.50)
		10,000	\$7,162	\$15.87	\$11,542	\$24.36	(\$4,380)	(\$8.49)
		20,000	\$8,748	\$43.74	\$13,978	\$69.89	(\$5,230)	(\$26.15)
	All Commercial Tenant Improvements	150	Modified	Modified	\$1,407	\$234.47	N/A	N/A
		750	Modified	Modified	\$2,814	\$161.42	N/A	N/A
		1,500	Modified	Modified	\$4,024	\$209.43	N/A	N/A
		3,000	Modified	Modified	\$7,166	\$47.27	N/A	N/A
		7,500	Modified	Modified	\$9,293	\$33.15	N/A	N/A
		15,000	Modified	Modified	\$11,779	\$78.52	N/A	N/A

TABLE 7: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type IA, IB		Construction Type IA, IB		Construction Type IA, IB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
	All Shell Buildings	1,000	\$1,522	\$38.04	\$2,355	\$58.89	(\$833)	(\$20.85)
		5,000	\$3,043	\$24.96	\$4,711	\$39.26	(\$1,668)	(\$14.30)
		10,000	\$4,292	\$30.60	\$6,674	\$49.08	(\$2,382)	(\$18.48)
		20,000	\$7,351	\$6.94	\$11,582	\$11.13	(\$4,231)	(\$4.19)
		50,000	\$9,432	\$6.07	\$14,920	\$9.03	(\$5,488)	(\$2.96)
		100,000	\$12,468	\$12.47	\$19,434	\$19.43	(\$6,966)	(\$6.97)

**TABLE 5: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type IIA, IIB, IIIA, IIIB, IV	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
A-1	Assembly – Fixed Seating Theater, Concert Hall	500	\$3,602	\$180.08	\$7,726	\$386.30	(\$4,124)	(\$206.22)
		2,500	\$7,203	\$117.43	\$15,452	\$287.24	(\$8,249)	(\$169.81)
		5,000	\$10,139	\$142.88	\$22,633	\$403.61	(\$12,494)	(\$260.73)
		10,000	\$17,283	\$32.51	\$42,813	\$90.30	(\$25,530)	(\$57.79)
		25,000	\$22,158	\$29.03	\$56,358	\$42.89	(\$34,200)	(\$13.86)
		50,000	\$29,417	\$58.83	\$67,081	\$134.16	(\$37,664)	(\$75.33)
A-2	Assembly – Food & Drink Restaurant, Night Club, Bar	500	\$4,761	\$238.03	\$12,202	\$610.10	(\$7,441)	(\$372.07)
		2,500	\$9,521	\$160.75	\$24,404	\$445.57	(\$14,883)	(\$284.82)
		5,000	\$13,540	\$204.05	\$35,543	\$615.22	(\$22,003)	(\$411.17)
		10,000	\$23,743	\$46.18	\$66,304	\$137.90	(\$42,561)	(\$91.72)
		25,000	\$30,669	\$35.35	\$86,989	\$72.19	(\$56,320)	(\$36.84)
		50,000	\$39,506	\$79.01	\$105,036	\$210.07	(\$65,530)	(\$131.06)
A-3	Assembly – Worship, Amusement Arcade, Church, Community Hall	500	\$5,046	\$252.29	\$12,611	\$630.54	(\$7,565)	(\$378.25)
		2,500	\$10,091	\$167.59	\$25,222	\$455.38	(\$15,131)	(\$287.79)
		5,000	\$14,281	\$208.63	\$36,606	\$621.76	(\$22,325)	(\$413.14)
		10,000	\$24,713	\$47.31	\$67,694	\$139.53	(\$42,981)	(\$92.22)
		25,000	\$31,809	\$38.99	\$88,624	\$77.42	(\$56,815)	(\$38.43)
		50,000	\$41,556	\$83.11	\$107,979	\$215.96	(\$66,423)	(\$132.85)
A-4	Assembly – Indoor Sport Viewing Arena, Skating Rink, Tennis Court	500	\$4,036	\$201.83	\$10,089	\$504.43	(\$6,053)	(\$302.60)
		2,500	\$8,074	\$134.07	\$20,177	\$364.31	(\$12,103)	(\$230.24)
		5,000	\$11,426	\$166.90	\$29,285	\$497.41	(\$17,859)	(\$330.51)
		10,000	\$19,770	\$37.85	\$54,155	\$111.63	(\$34,385)	(\$73.78)
		25,000	\$25,448	\$31.19	\$70,899	\$61.94	(\$45,451)	(\$30.75)
		50,000	\$33,245	\$66.49	\$86,383	\$172.77	(\$53,138)	(\$106.28)

**TABLE 5: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type IIA, IIB, IIIA, IIIB, IV	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
A-5	Assembly—Outdoor Activities Amusement Park, Bleacher, Stadium	1,000	\$2,742	\$68.57	\$13,362	\$334.05	(\$10,620)	(\$265.48)
		5,000	\$5,485	\$46.83	\$26,724	\$255.80	(\$21,239)	(\$208.97)
		10,000	\$7,826	\$60.31	\$39,514	\$369.39	(\$31,688)	(\$309.08)
		20,000	\$13,858	\$13.62	\$76,453	\$82.40	(\$62,595)	(\$68.78)
		50,000	\$17,944	\$9.89	\$101,174	\$33.02	(\$83,230)	(\$23.13)
		100,000	\$22,888	\$22.89	\$117,684	\$117.68	(\$94,796)	(\$94.80)
B	Business – Professional Office	1,000	\$6,214	\$155.34	\$9,816	\$245.39	(\$3,602)	(\$90.05)
		5,000	\$12,427	\$109.45	\$19,631	\$175.06	(\$7,204)	(\$65.61)
		10,000	\$17,900	\$145.63	\$28,384	\$236.02	(\$10,484)	(\$90.40)
		20,000	\$32,463	\$32.79	\$51,987	\$53.04	(\$19,524)	(\$20.25)
		50,000	\$42,300	\$20.58	\$67,899	\$31.32	(\$25,599)	(\$10.75)
		100,000	\$52,588	\$52.59	\$83,559	\$83.56	(\$30,971)	(\$30.97)
E	Educational – Group Occupancy 6+ Persons, up to the 12 <sup>th</sup> Grade	1,000	\$6,259	\$156.46	\$9,473	\$236.83	(\$3,214)	(\$80.37)
		5,000	\$12,516	\$98.35	\$18,946	\$151.86	(\$6,430)	(\$53.51)
		10,000	\$17,434	\$114.01	\$26,539	\$180.78	(\$9,105)	(\$66.77)
		20,000	\$28,835	\$26.07	\$44,618	\$41.22	(\$15,783)	(\$15.15)
		50,000	\$36,656	\$27.26	\$56,983	\$39.63	(\$20,327)	(\$12.37)
		100,000	\$50,288	\$50.29	\$76,797	\$76.80	(\$26,509)	(\$26.51)
F-1	Factory Industrial—Moderate Hazard	4,000	\$3,192	\$6.02	\$4,884	\$9.11	(\$1,692)	(\$3.09)
		20,000	\$4,154	\$5.55	\$6,341	\$8.49	(\$2,187)	(\$2.94)
		40,000	\$5,264	\$2.08	\$8,039	\$3.24	(\$2,775)	(\$1.16)
		80,000	\$6,096	\$1.74	\$9,335	\$2.63	(\$3,239)	(\$0.90)
		200,000	\$8,180	\$1.17	\$12,496	\$1.80	(\$4,316)	(\$0.63)
		400,000	\$10,520	\$2.63	\$16,103	\$4.03	(\$5,583)	(\$1.40)

**TABLE 5: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type IIA, IIB, IIIA, IIIB, IV	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
F-2	Factory Industrial – Low Hazard	3,000	\$2,279	\$18.99	\$2,656	\$22.13	(\$377)	(\$3.14)
		15,000	\$4,559	\$11.11	\$5,311	\$13.23	(\$752)	(\$2.12)
		30,000	\$6,225	\$11.55	\$7,296	\$14.27	(\$1,071)	(\$2.72)
		60,000	\$9,691	\$2.67	\$11,576	\$3.29	(\$1,885)	(\$0.62)
		150,000	\$12,094	\$3.76	\$14,541	\$4.23	(\$2,447)	(\$0.47)
		300,000	\$17,738	\$5.91	\$20,884	\$6.96	(\$3,146)	(\$1.05)
H-1	High Hazard Group H-1 Pose a detonation hazard	1,000	\$1,986	\$49.64	\$2,811	\$70.27	(\$825)	(\$20.64)
		5,000	\$3,971	\$27.72	\$5,622	\$40.14	(\$1,651)	(\$12.42)
		10,000	\$5,356	\$26.62	\$7,629	\$40.11	(\$2,273)	(\$13.50)
		20,000	\$8,019	\$6.26	\$11,640	\$9.36	(\$3,621)	(\$3.10)
		50,000	\$9,896	\$10.56	\$14,448	\$14.46	(\$4,552)	(\$3.91)
		100,000	\$15,175	\$15.18	\$21,680	\$21.68	(\$6,505)	(\$6.51)
H-2	High Hazard Group H-2 Pose a deflagration hazard	2,000	\$2,097	\$26.21	\$2,964	\$37.05	(\$867)	(\$10.84)
		10,000	\$4,194	\$14.92	\$5,928	\$21.63	(\$1,734)	(\$6.71)
		20,000	\$5,686	\$14.83	\$8,092	\$22.43	(\$2,406)	(\$7.60)
		40,000	\$8,652	\$3.46	\$12,578	\$5.21	(\$3,926)	(\$1.74)
		100,000	\$10,730	\$5.41	\$15,703	\$7.37	(\$4,973)	(\$1.96)
		200,000	\$16,140	\$8.07	\$23,073	\$11.54	(\$6,933)	(\$3.47)
H-3	High Hazard Group H-3 Readily support combustion	1,000	\$2,176	\$54.40	\$2,576	\$64.40	(\$400)	(\$10.00)
		5,000	\$4,352	\$31.94	\$5,152	\$38.60	(\$800)	(\$6.66)
		10,000	\$5,949	\$33.51	\$7,082	\$41.76	(\$1,133)	(\$8.25)
		20,000	\$9,300	\$7.77	\$11,258	\$9.64	(\$1,958)	(\$1.87)
		50,000	\$11,631	\$10.71	\$14,149	\$12.26	(\$2,518)	(\$1.54)
		100,000	\$16,988	\$16.99	\$20,277	\$20.28	(\$3,289)	(\$3.29)



**TABLE 5: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type IIA, IIB, IIIA, IIIB, IV	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
H-4	High Hazard Group H-4 Pose health hazards	1,000	\$2,383	\$59.56	\$3,373	\$84.32	(\$990)	(\$24.76)
		5,000	\$4,765	\$33.26	\$6,746	\$48.17	(\$1,981)	(\$14.91)
		10,000	\$6,428	\$31.94	\$9,154	\$48.13	(\$2,726)	(\$16.19)
		20,000	\$9,622	\$7.51	\$13,968	\$11.23	(\$4,346)	(\$3.72)
		50,000	\$11,875	\$12.67	\$17,338	\$17.36	(\$5,463)	(\$4.69)
		100,000	\$18,210	\$18.21	\$26,016	\$26.02	(\$7,806)	(\$7.81)
H-5	High Hazard Group H-5 Semiconductor Fabrication, R&D	1,000	\$2,383	\$59.56	\$3,373	\$84.32	(\$990)	(\$24.76)
		5,000	\$4,765	\$33.26	\$6,746	\$48.17	(\$1,981)	(\$14.91)
		10,000	\$6,428	\$31.94	\$9,154	\$48.13	(\$2,726)	(\$16.19)
		20,000	\$9,622	\$7.51	\$13,968	\$11.23	(\$4,346)	(\$3.72)
		50,000	\$11,875	\$12.67	\$17,338	\$17.36	(\$5,463)	(\$4.69)
		100,000	\$18,210	\$18.21	\$26,016	\$26.02	(\$7,806)	(\$7.81)
I-1	Institutional – 7+ persons, ambulatory	1,000	\$3,100	\$77.50	\$5,540	\$138.49	(\$2,440)	(\$60.99)
		5,000	\$6,200	\$43.04	\$11,079	\$78.50	(\$4,879)	(\$35.46)
		10,000	\$8,352	\$40.92	\$15,005	\$77.39	(\$6,653)	(\$36.47)
		20,000	\$12,444	\$9.62	\$22,744	\$18.10	(\$10,300)	(\$8.48)
		50,000	\$15,330	\$16.62	\$28,172	\$28.84	(\$12,842)	(\$12.22)
		100,000	\$23,640	\$23.64	\$42,592	\$42.59	(\$18,952)	(\$18.95)
I-2	Institutional – 6+ persons, non-ambulatory	1,000	\$3,875	\$96.88	\$5,540	\$138.49	(\$1,665)	(\$41.62)
		5,000	\$7,750	\$53.80	\$11,079	\$78.50	(\$3,329)	(\$24.70)
		10,000	\$10,440	\$51.15	\$15,005	\$77.39	(\$4,565)	(\$26.24)
		20,000	\$15,556	\$12.03	\$22,744	\$18.10	(\$7,188)	(\$6.07)
		50,000	\$19,163	\$20.78	\$28,172	\$28.84	(\$9,009)	(\$8.06)
		100,000	\$29,551	\$29.55	\$42,592	\$42.59	(\$13,041)	(\$13.04)

**TABLE 5: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type IIA, IIB, IIIA, IIIB, IV	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
I-3	Institutional – 6+ persons, restrained	1,000	\$3,804	\$95.08	\$5,438	\$135.94	(\$1,634)	(\$40.86)
		5,000	\$7,607	\$52.96	\$10,875	\$77.28	(\$3,268)	(\$24.31)
		10,000	\$10,255	\$50.58	\$14,739	\$76.57	(\$4,484)	(\$26.00)
		20,000	\$15,313	\$11.88	\$22,396	\$17.89	(\$7,083)	(\$6.02)
		50,000	\$18,875	\$20.30	\$27,764	\$28.19	(\$8,889)	(\$7.89)
		100,000	\$29,026	\$29.03	\$41,856	\$41.86	(\$12,830)	(\$12.83)
I-4	Institutional – 6+ persons, day care	1,000	\$3,091	\$77.27	\$4,518	\$112.95	(\$1,427)	(\$35.68)
		5,000	\$6,181	\$44.40	\$9,036	\$66.24	(\$2,855)	(\$21.84)
		10,000	\$8,401	\$44.86	\$12,348	\$69.22	(\$3,947)	(\$24.35)
		20,000	\$12,888	\$10.46	\$19,269	\$16.05	(\$6,381)	(\$5.59)
		50,000	\$16,025	\$15.75	\$24,085	\$22.30	(\$8,060)	(\$6.55)
		100,000	\$23,901	\$23.90	\$35,235	\$35.23	(\$11,334)	(\$11.33)
L	Labs (California ONLY)	2,000	\$7,274	\$90.93	\$14,246	\$178.07	(\$6,972)	(\$87.14)
		10,000	\$14,549	\$62.25	\$28,492	\$123.66	(\$13,943)	(\$61.41)
		20,000	\$20,774	\$80.27	\$40,857	\$161.98	(\$20,083)	(\$81.71)
		40,000	\$36,828	\$18.12	\$73,253	\$36.52	(\$36,425)	(\$18.40)
		100,000	\$47,700	\$13.06	\$95,164	\$24.59	(\$47,464)	(\$11.53)
		200,000	\$60,760	\$30.38	\$119,751	\$59.88	(\$58,991)	(\$29.50)
M	Mercantile – Retail or wholesale store	150	\$1,876	\$312.62	\$1,319	\$219.82	\$557	\$92.80
		750	\$3,751	\$212.06	\$2,638	\$151.33	\$1,113	\$60.73
		1,500	\$5,342	\$270.55	\$3,773	\$196.34	\$1,569	\$74.21
		3,000	\$9,400	\$61.17	\$6,718	\$44.31	\$2,682	\$16.86
		7,500	\$12,153	\$45.94	\$8,712	\$31.07	\$3,441	\$14.86
		15,000	\$15,598	\$103.99	\$11,042	\$73.62	\$4,556	\$30.37

**TABLE 5: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type IIA, IIB, IIIA, IIIB, IV	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
R-1	Residential – Transient Boarding Houses, Hotels, Motels	2,000	\$17,983	\$44.95	\$14,450	\$180.63	\$3,533	(\$135.68)
		10,000	\$21,579	\$47.61	\$28,900	\$124.88	(\$7,321)	(\$77.27)
		20,000	\$26,340	\$23.78	\$41,388	\$162.80	(\$15,048)	(\$139.02)
		40,000	\$31,095	\$13.05	\$73,948	\$36.72	(\$42,853)	(\$23.67)
		100,000	\$38,925	\$15.03	\$95,981	\$25.24	(\$57,056)	(\$10.22)
		200,000	\$53,950	\$26.98	\$121,222	\$60.61	(\$67,272)	(\$33.64)
R-2	Residential – Permanent, 2+ Dwellings Apartment, Dormitory, Timeshare	1,500	\$17,983	\$59.94	\$14,450	\$240.84	\$3,533	(\$180.89)
		7,500	\$21,580	\$63.45	\$28,900	\$166.51	(\$7,320)	(\$103.06)
		15,000	\$26,338	\$31.74	\$41,388	\$217.06	(\$15,050)	(\$185.33)
		30,000	\$31,099	\$17.39	\$73,948	\$48.96	(\$42,849)	(\$31.57)
		75,000	\$38,925	\$20.03	\$95,981	\$33.65	(\$57,056)	(\$13.63)
		150,000	\$53,944	\$35.96	\$121,222	\$80.81	(\$67,278)	(\$44.85)
R-3	Dwellings – Custom Homes	1,500	\$3,598	\$71.96	\$4,524	\$156.90	(\$926)	(\$84.95)
		2,500	\$4,318	\$89.40	\$6,093	\$196.31	(\$1,775)	(\$106.91)
		3,500	\$5,212	\$89.44	\$8,056	\$139.04	(\$2,844)	(\$49.60)
		4,500	\$6,106	\$81.21	\$9,447	\$136.98	(\$3,341)	(\$55.77)
		6,500	\$7,731	\$87.53	\$12,186	\$109.82	(\$4,455)	(\$22.29)
		10,000	\$10,794	\$107.94	\$16,030	\$160.30	(\$5,236)	(\$52.36)
R-3	Dwellings – Models, First Master Plan	1,500	New	New	\$2,862	\$286.24	N/A	N/A
		2,500	New	New	\$5,725	\$229.01	N/A	N/A
		3,500	New	New	\$8,015	\$543.98	N/A	N/A
		4,500	New	New	\$13,455	\$186.10	N/A	N/A
		6,500	New	New	\$17,177	\$171.71	N/A	N/A
		10,000	New	New	\$23,186	\$231.86	N/A	N/A

**TABLE 5: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type IIA, IIB, IIIA, IIIB, IV	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
R-3	Dwellings – Production Phase of Master Plan (Repeats)	1,500	\$2,671	\$53.44	\$2,147	\$214.71	\$524	(\$161.27)
		2,500	\$3,206	\$70.81	\$4,294	\$186.10	(\$1,088)	(\$115.28)
		3,500	\$3,914	\$70.92	\$6,155	\$486.76	(\$2,241)	(\$415.84)
		4,500	\$4,622	\$58.04	\$11,023	\$164.64	(\$6,401)	(\$106.60)
		6,500	\$5,784	\$63.69	\$14,315	\$106.31	(\$8,531)	(\$42.62)
		10,000	\$8,012	\$80.13	\$18,036	\$180.36	(\$10,024)	(\$100.24)
R-3	Residential Room Addition	150	\$1,360	\$45.32	\$3,251	\$541.82	(\$1,891)	(\$496.50)
		750	\$1,632	\$45.58	\$6,502	\$351.71	(\$4,870)	(\$306.13)
		1,500	\$1,973	\$22.76	\$9,140	\$425.38	(\$7,167)	(\$402.61)
		3,000	\$2,315	\$13.56	\$15,520	\$96.80	(\$13,205)	(\$83.24)
		7,500	\$2,925	\$15.38	\$19,876	\$88.31	(\$16,951)	(\$72.93)
		15,000	\$4,079	\$27.19	\$26,499	\$176.66	(\$22,420)	(\$149.47)
R-4	Residential – Assisted Living (6-16 persons)	1,500	\$15,599	\$52.00	\$9,338	\$155.64	\$6,261	(\$103.64)
		7,500	\$18,719	\$57.09	\$18,677	\$110.34	\$42	(\$53.26)
		15,000	\$23,000	\$28.56	\$26,953	\$147.80	(\$3,953)	(\$119.24)
		30,000	\$27,285	\$14.74	\$49,123	\$33.24	(\$21,838)	(\$18.50)
		75,000	\$33,919	\$17.18	\$64,080	\$20.24	(\$30,161)	(\$3.07)
		150,000	\$46,800	\$31.20	\$79,264	\$52.84	(\$32,464)	(\$21.64)
R	R Occupancy Remodel	150	\$1,825	\$60.83	\$440	\$73.27	\$1,385	(\$12.45)
		750	\$2,190	\$64.16	\$879	\$50.44	\$1,311	\$13.72
		1,500	\$2,671	\$32.09	\$1,258	\$65.45	\$1,413	(\$33.36)
		3,000	\$3,152	\$17.68	\$2,239	\$14.77	\$913	\$2.91
		7,500	\$3,948	\$20.34	\$2,904	\$10.36	\$1,044	\$9.98
		15,000	\$5,474	\$36.49	\$3,681	\$24.54	\$1,793	\$11.95

**TABLE 5: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

			Current Fee		Total Cost		Difference	
			Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type IIA, IIB, IIIA, IIIB, IV	
Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
S-1	Storage – Moderate Hazard, Repair Garage Motor Vehicles (not High Hazard)	500	\$2, 532	\$126.59	\$4, 839	\$241.94	(\$2, 307)	(\$115.35)
		2, 500	\$5, 063	\$79.36	\$9, 678	\$154.31	(\$4, 615)	(\$74.95)
		5, 000	\$7, 048	\$91.67	\$13, 535	\$182.42	(\$6, 487)	(\$90.75)
		10, 000	\$11, 631	\$20.98	\$22, 656	\$41.63	(\$11, 025)	(\$20.65)
		25, 000	\$14, 778	\$22.19	\$28, 900	\$40.94	(\$14, 122)	(\$18.75)
		50, 000	\$20, 325	\$40.65	\$39, 134	\$78.27	(\$18, 809)	(\$37.62)
S-2	Storage – Low Hazard, Parking Garages Open or Enclosed	1, 000	\$7, 635	\$190.86	\$15, 133	\$378.32	(\$7, 498)	(\$187.47)
		5, 000	\$15, 269	\$136.27	\$30, 266	\$273.23	(\$14, 997)	(\$136.96)
		10, 000	\$22, 082	\$183.84	\$43, 927	\$373.06	(\$21, 845)	(\$189.22)
		20, 000	\$40, 466	\$41.31	\$81, 233	\$83.72	(\$40, 767)	(\$42.41)
		50, 000	\$52, 860	\$24.32	\$106, 349	\$46.45	(\$53, 489)	(\$22.13)
		100, 000	\$65, 020	\$65.02	\$129, 575	\$129.57	(\$64, 555)	(\$64.55)
U	Accessory – Private Garage	200	\$853	\$106.61	\$1, 356	\$169.45	(\$503)	(\$62.84)
		1, 000	\$1, 706	\$76.71	\$2, 711	\$123.30	(\$1, 005)	(\$46.58)
		2, 000	\$2, 473	\$104.39	\$3, 944	\$169.61	(\$1, 471)	(\$65.23)
		4, 000	\$4, 561	\$23.45	\$7, 336	\$38.03	(\$2, 775)	(\$14.58)
		10, 000	\$5, 967	\$13.23	\$9, 618	\$20.30	(\$3, 651)	(\$7.08)
		20, 000	\$7, 290	\$36.45	\$11, 648	\$58.24	(\$4, 358)	(\$21.79)
	All Commercial Tenant Improvements	150	Modified	Modified	\$1, 172	\$195.39	N/A	N/A
		750	Modified	Modified	\$2, 345	\$134.51	N/A	N/A
		1, 500	Modified	Modified	\$3, 354	\$174.52	N/A	N/A
		3, 000	Modified	Modified	\$5, 971	\$39.39	N/A	N/A
		7, 500	Modified	Modified	\$7, 744	\$27.62	N/A	N/A
		15, 000	Modified	Modified	\$9, 816	\$65.44	N/A	N/A

TABLE 5: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type IIA, IIB, IIIA, IIIB, IV		Construction Type IIA, IIB, IIIA, IIIB, IV	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
	All Shell Buildings	1,000	\$1,269	\$31.70	\$1,963	\$49.07	(\$694)	(\$17.38)
		5,000	\$2,536	\$20.80	\$3,926	\$32.72	(\$1,390)	(\$11.92)
		10,000	\$3,576	\$25.50	\$5,562	\$40.90	(\$1,986)	(\$15.40)
		20,000	\$6,126	\$5.78	\$9,652	\$9.27	(\$3,526)	(\$3.49)
		50,000	\$7,860	\$5.06	\$12,433	\$7.52	(\$4,573)	(\$2.46)
		100,000	\$10,390	\$10.39	\$16,195	\$16.19	(\$5,805)	(\$5.80)

**TABLE 5: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type VA, VB		Construction Type VA, VB		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
A-1	Assembly – Fixed Seating Theater, Concert Hall	500	\$2,881	\$144.06	\$6,181	\$309.04	(\$3,300)	(\$164.97)
		2,500	\$5,762	\$93.94	\$12,362	\$229.79	(\$6,600)	(\$135.85)
		5,000	\$8,111	\$114.30	\$18,106	\$322.89	(\$9,995)	(\$208.59)
		10,000	\$13,826	\$26.00	\$34,251	\$72.24	(\$20,425)	(\$46.23)
		25,000	\$17,727	\$23.23	\$45,086	\$34.31	(\$27,359)	(\$11.09)
		50,000	\$23,533	\$47.07	\$53,665	\$107.33	(\$30,132)	(\$60.26)
A-2	Assembly – Food & Drink Restaurant, Night Club, Bar	500	\$3,808	\$190.43	\$9,762	\$488.08	(\$5,954)	(\$297.65)
		2,500	\$7,618	\$128.60	\$19,523	\$356.46	(\$11,905)	(\$227.86)
		5,000	\$10,833	\$163.24	\$28,435	\$492.18	(\$17,602)	(\$328.94)
		10,000	\$18,994	\$36.94	\$53,044	\$110.32	(\$34,050)	(\$73.38)
		25,000	\$24,536	\$28.28	\$69,591	\$57.75	(\$45,055)	(\$29.47)
		50,000	\$31,605	\$63.21	\$84,029	\$168.06	(\$52,424)	(\$104.85)
A-3	Assembly – Worship, Amusement Arcade, Church, Community Hall	500	\$4,036	\$201.83	\$10,089	\$504.43	(\$6,053)	(\$302.60)
		2,500	\$8,074	\$134.07	\$20,177	\$364.31	(\$12,103)	(\$230.24)
		5,000	\$11,426	\$166.90	\$29,285	\$497.41	(\$17,859)	(\$330.51)
		10,000	\$19,770	\$37.85	\$54,155	\$111.63	(\$34,385)	(\$73.78)
		25,000	\$25,448	\$31.19	\$70,899	\$61.94	(\$45,451)	(\$30.75)
		50,000	\$33,245	\$66.49	\$86,383	\$172.77	(\$53,138)	(\$106.28)
A-4	Assembly – Indoor Sport Viewing Arena, Skating Rink, Tennis Court	500	\$3,229	\$161.46	\$8,071	\$403.54	(\$4,842)	(\$242.08)
		2,500	\$6,458	\$107.26	\$16,142	\$291.44	(\$9,684)	(\$184.19)
		5,000	\$9,140	\$133.52	\$23,428	\$397.93	(\$14,288)	(\$264.41)
		10,000	\$15,816	\$30.28	\$43,324	\$89.30	(\$27,508)	(\$59.02)
		25,000	\$20,358	\$24.95	\$56,719	\$49.55	(\$36,361)	(\$24.60)
		50,000	\$26,596	\$53.19	\$69,107	\$138.21	(\$42,511)	(\$85.02)

**TABLE 5: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type VA, VB		Construction Type VA, VB		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
A-5	Assembly—Outdoor Activities Amusement Park, Bleacher, Stadium	1,000	\$2,194	\$54.86	\$10,690	\$267.24	(\$8,496)	(\$212.38)
		5,000	\$4,389	\$37.46	\$21,379	\$204.64	(\$16,990)	(\$167.18)
		10,000	\$6,261	\$48.25	\$31,611	\$295.51	(\$25,350)	(\$247.26)
		20,000	\$11,086	\$10.90	\$61,162	\$65.92	(\$50,076)	(\$55.03)
		50,000	\$14,355	\$7.91	\$80,939	\$26.42	(\$66,584)	(\$18.51)
		100,000	\$18,310	\$18.31	\$94,147	\$94.15	(\$75,837)	(\$75.84)
B	Business – Professional Office	1,000	\$4,971	\$124.27	\$7,853	\$196.31	(\$2,882)	(\$72.04)
		5,000	\$9,943	\$87.56	\$15,705	\$140.05	(\$5,762)	(\$52.49)
		10,000	\$14,320	\$116.50	\$22,708	\$188.82	(\$8,388)	(\$72.32)
		20,000	\$25,970	\$26.23	\$41,589	\$42.43	(\$15,619)	(\$16.20)
		50,000	\$33,840	\$16.46	\$54,319	\$25.06	(\$20,479)	(\$8.60)
		100,000	\$42,070	\$42.07	\$66,847	\$66.85	(\$24,777)	(\$24.78)
E	Educational – Group Occupancy 6+ Persons, up to the 12 <sup>th</sup> Grade	1,000	\$5,006	\$125.17	\$7,579	\$189.46	(\$2,573)	(\$64.30)
		5,000	\$10,014	\$78.68	\$15,157	\$121.49	(\$5,143)	(\$42.81)
		10,000	\$13,947	\$91.21	\$21,231	\$144.63	(\$7,284)	(\$53.42)
		20,000	\$23,068	\$20.86	\$35,694	\$32.97	(\$12,626)	(\$12.12)
		50,000	\$29,325	\$21.81	\$45,586	\$31.70	(\$16,261)	(\$9.89)
		100,000	\$40,230	\$40.23	\$61,438	\$61.44	(\$21,208)	(\$21.21)
F-1	Factory Industrial—Moderate Hazard	4,000	\$2,553	\$4.81	\$3,907	\$7.29	(\$1,354)	(\$2.47)
		20,000	\$3,323	\$4.44	\$5,073	\$6.79	(\$1,750)	(\$2.35)
		40,000	\$4,212	\$1.66	\$6,431	\$2.59	(\$2,219)	(\$0.93)
		80,000	\$4,877	\$1.39	\$7,468	\$2.11	(\$2,591)	(\$0.72)
		200,000	\$6,544	\$0.94	\$9,997	\$1.44	(\$3,453)	(\$0.51)
		400,000	\$8,416	\$2.10	\$12,882	\$3.22	(\$4,466)	(\$1.12)



**TABLE 5: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type VA, VB		Construction Type VA, VB		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
F-2	Factory Industrial – Low Hazard	3,000	\$1,823	\$15.20	\$2,124	\$17.70	(\$301)	(\$2.51)
		15,000	\$3,647	\$8.89	\$4,249	\$10.59	(\$602)	(\$1.70)
		30,000	\$4,980	\$9.24	\$5,837	\$11.41	(\$857)	(\$2.17)
		60,000	\$7,752	\$2.14	\$9,261	\$2.64	(\$1,509)	(\$0.50)
		150,000	\$9,675	\$3.01	\$11,633	\$3.38	(\$1,958)	(\$0.37)
		300,000	\$14,190	\$4.73	\$16,707	\$5.57	(\$2,517)	(\$0.84)
H-1	High Hazard Group H-1 Pose a detonation hazard	1,000	\$1,588	\$39.71	\$2,249	\$56.22	(\$661)	(\$16.51)
		5,000	\$3,177	\$22.17	\$4,497	\$32.11	(\$1,320)	(\$9.94)
		10,000	\$4,286	\$21.29	\$6,103	\$32.09	(\$1,817)	(\$10.80)
		20,000	\$6,414	\$5.01	\$9,312	\$7.49	(\$2,898)	(\$2.48)
		50,000	\$7,916	\$8.45	\$11,558	\$11.57	(\$3,642)	(\$3.12)
		100,000	\$12,140	\$12.14	\$17,344	\$17.34	(\$5,204)	(\$5.20)
H-2	High Hazard Group H-2 Pose a deflagration hazard	2,000	\$1,677	\$20.97	\$2,371	\$29.64	(\$694)	(\$8.67)
		10,000	\$3,355	\$11.94	\$4,743	\$17.30	(\$1,388)	(\$5.37)
		20,000	\$4,549	\$11.86	\$6,473	\$17.95	(\$1,924)	(\$6.08)
		40,000	\$6,922	\$2.77	\$10,062	\$4.17	(\$3,140)	(\$1.40)
		100,000	\$8,584	\$4.33	\$12,562	\$5.90	(\$3,978)	(\$1.57)
		200,000	\$12,912	\$6.46	\$18,458	\$9.23	(\$5,546)	(\$2.77)
H-3	High Hazard Group H-3 Readily support combustion	1,000	\$1,741	\$43.52	\$2,061	\$51.52	(\$320)	(\$8.00)
		5,000	\$3,482	\$25.55	\$4,121	\$30.88	(\$639)	(\$5.33)
		10,000	\$4,759	\$26.81	\$5,666	\$33.41	(\$907)	(\$6.60)
		20,000	\$7,440	\$6.22	\$9,006	\$7.71	(\$1,566)	(\$1.49)
		50,000	\$9,305	\$8.57	\$11,319	\$9.80	(\$2,014)	(\$1.23)
		100,000	\$13,590	\$13.59	\$16,222	\$16.22	(\$2,632)	(\$2.63)

**TABLE 5: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type VA, VB		Construction Type VA, VB		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
H-4	High Hazard Group H-4 Pose health hazards	1,000	\$1,906	\$47.65	\$2,698	\$67.46	(\$792)	(\$19.81)
		5,000	\$3,812	\$26.61	\$5,397	\$38.53	(\$1,585)	(\$11.93)
		10,000	\$5,143	\$25.55	\$7,323	\$38.51	(\$2,180)	(\$12.96)
		20,000	\$7,698	\$6.01	\$11,174	\$8.99	(\$3,476)	(\$2.98)
		50,000	\$9,500	\$10.14	\$13,870	\$13.89	(\$4,370)	(\$3.75)
		100,000	\$14,568	\$14.57	\$20,813	\$20.81	(\$6,245)	(\$6.24)
H-5	High Hazard Group H-5 Semiconductor Fabrication, R&D	1,000	\$1,906	\$47.65	\$2,698	\$67.46	(\$792)	(\$19.81)
		5,000	\$3,812	\$26.61	\$5,397	\$38.53	(\$1,585)	(\$11.93)
		10,000	\$5,143	\$25.55	\$7,323	\$38.51	(\$2,180)	(\$12.96)
		20,000	\$7,698	\$6.01	\$11,174	\$8.99	(\$3,476)	(\$2.98)
		50,000	\$9,500	\$10.14	\$13,870	\$13.89	(\$4,370)	(\$3.75)
		100,000	\$14,568	\$14.57	\$20,813	\$20.81	(\$6,245)	(\$6.24)
I-1	Institutional – 7+ persons, ambulatory	1,000	\$2,480	\$62.00	\$4,432	\$110.79	(\$1,952)	(\$48.79)
		5,000	\$4,960	\$34.43	\$8,864	\$62.80	(\$3,904)	(\$28.37)
		10,000	\$6,682	\$32.74	\$12,004	\$61.91	(\$5,322)	(\$29.18)
		20,000	\$9,955	\$7.70	\$18,195	\$14.48	(\$8,240)	(\$6.78)
		50,000	\$12,264	\$13.30	\$22,538	\$23.07	(\$10,274)	(\$9.78)
		100,000	\$18,912	\$18.91	\$34,074	\$34.07	(\$15,162)	(\$15.16)
I-2	Institutional – 6+ persons, non-ambulatory	1,000	\$3,100	\$77.50	\$4,432	\$110.79	(\$1,332)	(\$33.29)
		5,000	\$6,200	\$43.04	\$8,864	\$62.80	(\$2,664)	(\$19.76)
		10,000	\$8,352	\$40.92	\$12,004	\$61.91	(\$3,652)	(\$20.99)
		20,000	\$12,444	\$9.62	\$18,195	\$14.48	(\$5,751)	(\$4.86)
		50,000	\$15,330	\$16.62	\$22,538	\$23.07	(\$7,208)	(\$6.45)
		100,000	\$23,640	\$23.64	\$34,074	\$34.07	(\$10,434)	(\$10.43)

**TABLE 5: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

			Current Fee		Total Cost		Difference	
Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Construction Type VA, VB		Construction Type VA, VB		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
I-3	Institutional – 6+ persons, restrained	1,000	\$3,043	\$76.07	\$4,350	\$108.75	(\$1,307)	(\$32.69)
		5,000	\$6,086	\$42.37	\$8,700	\$61.82	(\$2,614)	(\$19.45)
		10,000	\$8,204	\$40.46	\$11,791	\$61.26	(\$3,587)	(\$20.80)
		20,000	\$12,250	\$9.50	\$17,917	\$14.31	(\$5,667)	(\$4.81)
		50,000	\$15,100	\$16.24	\$22,211	\$22.55	(\$7,111)	(\$6.31)
		100,000	\$23,220	\$23.22	\$33,485	\$33.49	(\$10,265)	(\$10.27)
I-4	Institutional – 6+ persons, day care	1,000	\$2,473	\$61.82	\$3,614	\$90.36	(\$1,141)	(\$28.54)
		5,000	\$4,945	\$35.52	\$7,229	\$52.99	(\$2,284)	(\$17.47)
		10,000	\$6,721	\$35.89	\$9,878	\$55.37	(\$3,157)	(\$19.48)
		20,000	\$10,310	\$8.37	\$15,416	\$12.84	(\$5,106)	(\$4.47)
		50,000	\$12,820	\$12.60	\$19,268	\$17.84	(\$6,448)	(\$5.24)
		100,000	\$19,120	\$19.12	\$28,188	\$28.19	(\$9,068)	(\$9.07)
L	Labs (California ONLY)	2,000	\$5,819	\$72.74	\$11,397	\$142.46	(\$5,578)	(\$69.71)
		10,000	\$11,639	\$49.80	\$22,793	\$98.92	(\$11,154)	(\$49.12)
		20,000	\$16,620	\$64.22	\$32,686	\$129.58	(\$16,066)	(\$65.37)
		40,000	\$29,462	\$14.50	\$58,602	\$29.21	(\$29,140)	(\$14.72)
		100,000	\$38,160	\$10.45	\$76,131	\$19.67	(\$37,971)	(\$9.22)
		200,000	\$48,608	\$24.30	\$95,801	\$47.90	(\$47,193)	(\$23.60)
M	Mercantile – Retail or wholesale store	150	\$1,500	\$250.09	\$1,055	\$175.85	\$445	\$74.24
		750	\$3,001	\$169.65	\$2,110	\$121.06	\$891	\$48.59
		1,500	\$4,273	\$216.44	\$3,018	\$157.07	\$1,255	\$59.37
		3,000	\$7,521	\$48.94	\$5,374	\$35.45	\$2,147	\$13.49
		7,500	\$9,723	\$36.75	\$6,970	\$24.86	\$2,753	\$11.89
		15,000	\$12,479	\$83.19	\$8,834	\$58.89	\$3,645	\$24.30

**TABLE 5: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type VA, VB		Construction Type VA, VB		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
R-1	Residential – Transient Boarding Houses, Hotels, Motels	2,000	\$14,386	\$35.96	\$11,560	\$144.50	\$2,826	(\$108.54)
		10,000	\$17,263	\$38.09	\$23,120	\$99.91	(\$5,857)	(\$61.82)
		20,000	\$21,072	\$19.02	\$33,111	\$130.24	(\$12,039)	(\$111.22)
		40,000	\$24,876	\$10.44	\$59,158	\$29.38	(\$34,282)	(\$18.94)
		100,000	\$31,140	\$12.02	\$76,785	\$20.19	(\$45,645)	(\$8.17)
		200,000	\$43,160	\$21.58	\$96,978	\$48.49	(\$53,818)	(\$26.91)
R-2	Residential – Permanent, 2+ Dwellings Apartment, Dormitory, Timeshare	1,500	\$14,386	\$47.95	\$11,560	\$192.67	\$2,826	(\$144.72)
		7,500	\$17,264	\$50.76	\$23,120	\$133.21	(\$5,856)	(\$82.45)
		15,000	\$21,071	\$25.39	\$33,111	\$173.65	(\$12,040)	(\$148.26)
		30,000	\$24,879	\$13.91	\$59,158	\$39.17	(\$34,279)	(\$25.26)
		75,000	\$31,140	\$16.02	\$76,785	\$26.92	(\$45,645)	(\$10.90)
		150,000	\$43,155	\$28.77	\$96,978	\$64.65	(\$53,823)	(\$35.88)
R-3	Dwellings – Custom Homes	1,500	\$2,878	\$57.57	\$3,619	\$125.52	(\$741)	(\$67.96)
		2,500	\$3,454	\$71.52	\$4,874	\$157.05	(\$1,420)	(\$85.53)
		3,500	\$4,170	\$71.56	\$6,445	\$111.23	(\$2,275)	(\$39.68)
		4,500	\$4,884	\$64.97	\$7,557	\$109.58	(\$2,673)	(\$44.61)
		6,500	\$6,184	\$70.03	\$9,749	\$87.85	(\$3,565)	(\$17.83)
		10,000	\$8,635	\$86.35	\$12,824	\$128.24	(\$4,189)	(\$41.89)
R-3	Dwellings – Models, First Master Plan	1,500	New	New	\$2,290	\$228.99	N/A	N/A
		2,500	New	New	\$4,580	\$183.21	N/A	N/A
		3,500	New	New	\$6,412	\$435.19	N/A	N/A
		4,500	New	New	\$10,764	\$148.88	N/A	N/A
		6,500	New	New	\$13,741	\$137.37	N/A	N/A
		10,000	New	New	\$18,549	\$185.49	N/A	N/A

**TABLE 5: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

			Current Fee		Total Cost		Difference	
			Construction Type VA, VB		Construction Type VA, VB		Construction Type VA, VB	
Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
R-3	Dwellings – Production Phase of Master Plan (Repeats)	1,500	\$2,137	\$42.75	\$1,718	\$171.77	\$419	(\$129.02)
		2,500	\$2,564	\$56.65	\$3,435	\$148.88	(\$871)	(\$92.23)
		3,500	\$3,131	\$56.74	\$4,924	\$389.41	(\$1,793)	(\$332.67)
		4,500	\$3,698	\$46.43	\$8,818	\$131.71	(\$5,120)	(\$85.28)
		6,500	\$4,626	\$50.95	\$11,452	\$85.05	(\$6,826)	(\$34.09)
		10,000	\$6,410	\$64.10	\$14,429	\$144.29	(\$8,019)	(\$80.19)
R-3	Residential Room Addition	150	\$1,088	\$36.26	\$2,601	\$433.46	(\$1,513)	(\$397.20)
		750	\$1,306	\$36.46	\$5,201	\$281.37	(\$3,895)	(\$244.91)
		1,500	\$1,579	\$18.21	\$7,312	\$340.30	(\$5,733)	(\$322.09)
		3,000	\$1,852	\$10.85	\$12,416	\$77.44	(\$10,564)	(\$66.59)
		7,500	\$2,340	\$12.30	\$15,901	\$70.65	(\$13,561)	(\$58.35)
		15,000	\$3,263	\$21.75	\$21,199	\$141.33	(\$17,936)	(\$119.58)
R-4	Residential – Assisted Living (6-16 persons)	1,500	\$12,479	\$41.60	\$7,471	\$124.51	\$5,008	(\$82.92)
		7,500	\$14,976	\$45.67	\$14,942	\$88.27	\$34	(\$42.60)
		15,000	\$18,401	\$22.85	\$21,562	\$118.24	(\$3,161)	(\$95.39)
		30,000	\$21,828	\$11.79	\$39,298	\$26.59	(\$17,470)	(\$14.80)
		75,000	\$27,135	\$13.74	\$51,264	\$16.20	(\$24,129)	(\$2.46)
		150,000	\$37,440	\$24.96	\$63,411	\$42.27	(\$25,971)	(\$17.31)
R	R Occupancy Remodel	150	\$1,460	\$48.66	\$352	\$58.62	\$1,108	(\$9.96)
		750	\$1,752	\$51.33	\$703	\$40.35	\$1,049	\$10.98
		1,500	\$2,137	\$25.67	\$1,006	\$52.36	\$1,131	(\$26.69)
		3,000	\$2,522	\$14.14	\$1,791	\$11.82	\$731	\$2.33
		7,500	\$3,158	\$16.27	\$2,323	\$8.29	\$835	\$7.98
		15,000	\$4,379	\$29.19	\$2,945	\$19.63	\$1,434	\$9.56

**TABLE 5: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES**

			Current Fee		Total Cost		Difference	
			Construction Type VA, VB		Construction Type VA, VB		Construction Type VA, VB	
Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
S-1	Storage – Moderate Hazard, Repair Garage Motor Vehicles (not High Hazard)	500	\$2,025	\$101.27	\$3,871	\$193.55	(\$1,846)	(\$92.28)
		2,500	\$4,051	\$63.49	\$7,742	\$123.45	(\$3,691)	(\$59.96)
		5,000	\$5,638	\$73.34	\$10,828	\$145.93	(\$5,190)	(\$72.60)
		10,000	\$9,305	\$16.78	\$18,125	\$33.30	(\$8,820)	(\$16.52)
		25,000	\$11,822	\$17.75	\$23,120	\$32.75	(\$11,298)	(\$15.00)
		50,000	\$16,260	\$32.52	\$31,308	\$62.62	(\$15,048)	(\$30.10)
S-2	Storage – Low Hazard, Parking Garages Open or Enclosed	1,000	\$6,107	\$152.68	\$12,106	\$302.66	(\$5,999)	(\$149.97)
		5,000	\$12,215	\$109.02	\$24,213	\$218.58	(\$11,998)	(\$109.57)
		10,000	\$17,666	\$147.07	\$35,142	\$298.45	(\$17,476)	(\$151.37)
		20,000	\$32,373	\$33.05	\$64,986	\$66.98	(\$32,613)	(\$33.92)
		50,000	\$42,288	\$19.46	\$85,079	\$37.16	(\$42,791)	(\$17.71)
		100,000	\$52,016	\$52.02	\$103,660	\$103.66	(\$51,644)	(\$51.64)
U	Accessory – Private Garage	200	\$682	\$85.29	\$1,084	\$135.56	(\$402)	(\$50.27)
		1,000	\$1,364	\$61.37	\$2,169	\$98.64	(\$805)	(\$37.27)
		2,000	\$1,978	\$83.51	\$3,155	\$135.69	(\$1,177)	(\$52.18)
		4,000	\$3,648	\$18.76	\$5,869	\$30.43	(\$2,221)	(\$11.67)
		10,000	\$4,774	\$10.58	\$7,695	\$16.24	(\$2,921)	(\$5.66)
		20,000	\$5,832	\$29.16	\$9,319	\$46.59	(\$3,487)	(\$17.43)
	All Commercial Tenant Improvements	150	Modified	Modified	\$938	\$156.31	N/A	N/A
		750	Modified	Modified	\$1,876	\$107.61	N/A	N/A
		1,500	Modified	Modified	\$2,683	\$139.62	N/A	N/A
		3,000	Modified	Modified	\$4,777	\$31.51	N/A	N/A
		7,500	Modified	Modified	\$6,195	\$22.10	N/A	N/A
		15,000	Modified	Modified	\$7,852	\$52.35	N/A	N/A

TABLE 5: TOTAL COST PER UNIT RESULTS – BUILDING SQUARE FOOTAGE BASED FEES

Related IBC Class	Building Use (e.g., IBC Occupancy Type)	Sq. Ft.	Current Fee		Total Cost		Difference	
			Construction Type VA, VB		Construction Type VA, VB		Construction Type VA, VB	
			Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *	Base Cost @ Threshold Size	Cost for Each Additional 100 sf *
	All Shell Buildings	1,000	\$1,014	\$25.36	\$1,570	\$39.26	(\$556)	(\$13.90)
		5,000	\$2,029	\$16.64	\$3,141	\$26.17	(\$1,112)	(\$9.53)
		10,000	\$2,860	\$20.40	\$4,449	\$32.72	(\$1,589)	(\$12.32)
		20,000	\$4,901	\$4.62	\$7,722	\$7.42	(\$2,821)	(\$2.79)
		50,000	\$6,288	\$4.05	\$9,947	\$6.02	(\$3,659)	(\$1.97)
		100,000	\$8,312	\$8.31	\$12,956	\$12.96	(\$4,644)	(\$4.64)

Generally, the Building and Safety Services Division under-recovers, with a few exceptions. The Division currently over-recovers for new construction associated with the mercantile (M) occupancy type, small residential projects, and residential remodels; all other occupancy-based fees under-recover. The reevaluation of time estimates ensures that each project is paying for their fair share of plan check and inspection costs.

## ANNUAL REVENUE IMPACT

Based on the prior year's (FY23/24) workload information, Building has a deficit of roughly \$570,000. The following table shows the revenue at current fee, total projected annual cost, and the resulting difference by major fee category.

**TABLE 8: ANNUAL RESULTS – BUILDING**

Fee Category	Revenue at Current Fee	Annual Cost	Difference
Square Footage and Occupancy Based Fees	\$732,026	\$893,452	(\$161,426)
Electrical	\$146,653	\$240,610	(\$93,957)
Plumbing	\$100,361	\$202,446	(\$102,085)
Mechanical	\$163,240	\$252,018	(\$88,778)
Miscellaneous Fees	\$485,883	\$609,880	(\$123,997)
<b>Total</b>	<b>\$1,628,163</b>	<b>\$2,198,406</b>	<b>(\$570,243)</b>

Building has an annual cost recovery of roughly 75%. The largest deficit is in relation to the 'Square Footage and Occupancy Based Fees' (\$160,000); the largest contributors to this deficit are Residential Custom Homes (\$66,000) and Commercial Tenant Improvements (\$62,000). At \$124,000, the next largest deficit is in relation to Miscellaneous Fees. This deficit is driven by the 'Re-Roof' fee, which has a difference of approximately \$40,000 between the revenue at the current fee and the full cost revenue. Currently, the City charges \$206 for residential reroof and \$453 for Multi-Family Dwelling / Commercial or Commercial Addition reroofs. It was recommended to consolidate this fee into a single line-item regardless of fee type and the total cost was calculated to be \$269. Most of the reroof permits administered last year were residential, and the roughly \$70 per unit deficit compounded by the large volume of this fee being administered results in the cost recovery gap.



## COMMUNITY DEVELOPMENT – CODE ENFORCEMENT

The Code Enforcement Division is responsible for enforcing local codes and ordinances and responding to related complaints. The fees examined within this study relate to sidewalk and mobile vehicle vending, various inspections, abatement, and administrative appeals. The following subsections discuss fee schedule modifications, detailed per unit results, and annual revenue impacts for the fee-related services provided by Code Enforcement.

### FEE SCHEDULE MODIFICATIONS

In discussions with City staff, the following modifications were proposed to the current fee schedule:

- **New Fees:** Staff proposed the addition of the following fees as they highlight either services already offered but not codified on the fee schedule or new services the City is looking to provide:
  - 'Abatement'
  - 'Case Inspections: 1st Inspection and 2nd and Subsequent Re-inspection(s)'
  - 'Code Enforcement Administrative Appeal Fee'
  - 'Code Enforcement Hourly Fee'
  - 'Exterior Elevated Elements Assessment Fee'
  - 'Rental Property Inspection Response'
  - 'Shopping Cart Containment & Prevention Plan Application'
  - 'Sidewalk Impoundment Fee - Small Pushcart'
  - 'Work without a Permit'
- **Modified Fees:** The following points represent various miscellaneous modifications that were made to the fee schedule:
  - 'Violation & Reinspection Fee' was eliminated as a stand-alone fee, as this service is now captured through other code compliance services offered.
  - 'Sidewalk Impoundment Fee' was reworded to exclude small pushcarts, as these were separated into their own fee.

The modifications noted ensure that the proposed fee schedule better reflects the services being provided by Code Enforcement staff.

### DETAILED RESULTS

The Code Enforcement Division collects fees for compliance inspections; vending, special event, and promotion permits; abatement; and appeals. The total cost calculated for each service includes direct

staff costs and Departmental, Divisional, and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

**TABLE 9: TOTAL COST PER UNIT RESULTS – CODE ENFORCEMENT**

Fee Name	Current Fee	Total Cost	Difference
<b>Code Compliance Fees</b>			
Special Promotion (Banner, flag, pennants, balloon display, portable sign, display of merchandise) Permit	\$110	\$190	(\$80)
Special Event Application/Permit	\$110	\$436	(\$326)
<b>Case Inspections:</b>			
1st Inspection	\$452	\$233	\$219
2nd and Subsequent Re-inspection(s)	\$452	\$233	\$219
<b>Sidewalk Vending Permits:</b>			
Per Applicant	\$645	\$674	(\$29)
Per Employee	\$169	\$674	(\$505)
Change Fee	\$169	\$337	(\$168)
Sidewalk Impoundment Fee (Other than Small Pushcarts)	\$710	\$782	(\$72)
Sidewalk Impoundment Fee - Small Pushcart	New	\$497	N/A
<b>Mobile Vehicle Vending Permits:</b>			
Per Applicant	\$645	\$674	(\$29)
Per Employee	\$169	\$674	(\$505)
Change Fee	\$169	\$337	(\$168)
Rental Property Inspection Response	New	\$374	N/A
Exterior Elevated Elements Assessment Fee	New	\$374	N/A
Shopping Cart Containment & Prevention Plan Application	New	\$625	N/A
Work without a Permit	2x Permit Fee		
Code Enforcement Hourly Fee	New	\$127	N/A
Abatement	Actual Cost		
Code Enforcement Administrative Appeal Fee	New	\$459	N/A
Code Enforcement Administrative Citation Appeal Fee - Hearing Officer	\$50	\$85	(\$35)

Most of the fees administered by Code Enforcement under-recover. The largest under-recovery is in relation to the 'Per Employee' fees for 'Sidewalk Vending Permits' and 'Mobile Vehicle Vending Permits', with a deficit of about \$500 each. The only over-recoveries are in relation to 'Case Inspections', which over-recover by about \$200 each. These inspections can be seen as more penalties or deterrents than traditional user fees, so over-recovery is common.

## ANNUAL REVENUE IMPACT

Based on the prior year's (FY23/24) workload information, Code Enforcement has a deficit of roughly \$6,000. The following table shows the revenue at current fee, total projected annual cost, and the resulting difference by fee for those fees with workload data.

TABLE 10: ANNUAL RESULTS – CODE ENFORCEMENT

Fee Category	Revenue at Current Fee	Annual Cost	Difference
Special Event Application / Permit	\$1,965	\$7,789	(\$5,824)
<b>Total</b>	<b>\$1,965</b>	<b>\$7,789</b>	<b>(\$5,824)</b>

Code Enforcement only has one fee that currently has data available: the 'Special Event Application / Permit fee'. This fee has an annual cost recovery of roughly 25%. Although the fee was only assessed 18 times in FY24, it has a per-unit deficit of about \$325, which leads to a significant cost recovery gap. Staff should evaluate fee levels to determine the appropriate cost recovery.

## COMMUNITY DEVELOPMENT – PLANNING

The Planning Division is responsible for overseeing current and future development within the City. The fees examined within this study relate to appeals, zoning, use permits, development agreements, signs, variances, and special events, among others. The following subsections discuss fee schedule modifications, detailed per unit results, and annual revenue impacts for the fee-related services provided by Planning.

### FEE SCHEDULE MODIFICATIONS

In discussions with City staff, the following modifications were proposed to the current fee schedule:

- **New Fees:** Staff proposed the addition of the following fees as they highlight either services already offered but not codified on the fee schedule or new services the City is looking to provide:
  - 'Administrative Alcohol Permit'
  - 'Business License Use Review'
  - 'Community Development Director Determination'
  - 'Development Agreement'
  - 'Minor Design Review, Historic Property'
  - 'Misc. Planning Hourly Review'
  - 'Pre-Application Review – Statutory Projects'
  - 'Preliminary Application, Minor Site Plan Review'
  - 'Reasonable Accommodation'
  - 'Transfer of Development Rights'
- **Expanded Fees:** Due to variability in how the Accessory Dwelling Unit (ADU) Application is administered, staff proposed expanding this fee into the two categories: 'With Historic Assessment' and 'Without Historic Assessment'.
- **Modified Fees:** The following points represent various miscellaneous modifications that were made to the fee schedule:
  - 'Alcohol License Permit' was renamed 'Alcohol Production Facility' to reflect ordinance change.
  - The fees for 'SB9 Application' and 'Temporary Use Permit (non-recurring uses)' were converted from a flat fee to a deposit basis.
  - Fees for Landscaping were moved from Community Services to Planning.

The modifications noted ensure that the proposed fee schedule better reflects the services being provided by Planning staff.

## DETAILED RESULTS

The Planning Division collects zoning fees, use permits, design review, administrative and ministerial permits, appeals, and environmental review, among other services. The total cost calculated for each service includes direct staff costs and Departmental, Divisional, and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

**TABLE 11: TOTAL COST PER UNIT RESULTS – PLANNING**

Fee Name	Current Fee	Total Cost	Difference
<b>Flat Fees</b>			
Sober Living Permit Fee	\$2,134	\$2,621	(\$487)
Reasonable Accommodation	New	\$1,369	N/A
Alcohol Production Facility	\$1,049	\$2,121	(\$1,072)
<b>Accessory Dwelling Unit (ADU) Application</b>			
With Historic Assessment	\$1,037	\$3,121	(\$2,084)
Without Historic Assessment	\$1,037	\$2,060	(\$1,023)
SB9 Application	\$1,747	\$6,462	(\$4,715)
<b>Mills Act Program:</b>			
Original Application Fee	\$1,050	\$2,861	(\$1,811)
Inspection / Annual Report	\$100	\$1,264	(\$1,164)
Zone Clearance, Over the Counter Review	\$42	\$96	(\$54)
Temporary Use Permit (recurring)	\$387	\$396	(\$9)
Temporary Use Permit (non-recurring uses)	\$1,000	\$2,748	(\$1,748)
Zoning Verification Letter	\$332	\$595	(\$263)
Staff research, information requests - per hour	\$122	\$219	(\$97)
Minor Design Review, Historic Property	New	\$1,224	N/A
Misc. Planning Hourly Review	New	\$219	N/A
Administrative Alcohol Permit	New	\$1,500	N/A
Community Development Director Determination	New	\$213	N/A
Business License Use Review	New	\$109	N/A
<b>Landscape &amp; Irrigation Permit &amp; Plan Check</b>			
Projects 20,000 SF or less	\$154	\$381	(\$227)
Projects 20,000-70,000 SF	\$463	\$763	(\$300)
Projects 70,000 SF and above	\$771	\$1,144	(\$373)
<b>Deposit-Based Fees</b>			
Administrative Design Review	\$500	\$500	\$0
<b>Design Review, Historic Districts</b>			
Commercial	\$4,000	\$4,000	\$0
Residential	\$1,500	\$1,500	\$0
Signs and Sign Programs	\$500	\$500	\$0
Design Review, Outside Historic Districts	\$1,000	\$1,000	\$0
CUP / Variance - Zoning	\$3,000	\$3,000	\$0
CUP / Variance - Planning Commission	\$3,000	\$3,000	\$0
Major Site Plan Review	\$15,000	\$15,000	\$0
Tentative Tract / Parcel Map	\$2,000	\$2,000	\$0
Zone Change Applications	\$10,000	\$10,000	\$0
Negative Declaration	\$6,000	\$6,000	\$0

Fee Name	Current Fee	Total Cost	Difference
Mitigation Monitoring	\$3,000	\$3,000	\$0
General Plan Amendment	\$10,000	\$10,000	\$0
Environmental Impact Report	\$10,000	\$10,000	\$0
Appeals to City Council, Planning Commission, or Appeals Board (Pursuant to Title 15)	\$1,000	\$1,000	\$0
Planning Commission Modification to CUP, Major Site Plan or Variance	\$3,000	\$3,000	\$0
Minor Site Plan Review - Staff	\$1,000	\$1,000	\$0
Pre-Application Review	\$500	\$500	\$0
Pre-Application Review – Statutory Projects	\$500	\$3,000	(\$2,500)
Administrative Adjustments	\$1,000	\$1,000	\$0
Time Extension	\$1,000	\$1,000	\$0
Development Agreement	New	\$10,000	N/A
Transfer of Development Rights	New	\$20,000	N/A

All the fees administered by the Planning Division show an under-recovery of the associated costs. The largest under-recovery is for an 'SB9 Application' at approximately \$4,700. This large difference is due in part to converting how the fee is administered, from a flat charge to a deposit-based fee; this allows the City to more accurately recover costs from a wide variety of projects. The smallest undercharge is for a 'Temporary Use Permit (recurring)' at about \$10.

## ANNUAL REVENUE IMPACT

Based on the prior year's (FY23/24) workload information, Planning has a deficit of roughly \$182,000. The following table shows the revenue at the current fee, the total projected annual cost, and the resulting difference by major fee category.

TABLE 12: ANNUAL RESULTS – PLANNING

Fee Category	Revenue at Current Fee	Annual Cost	Difference
Accessory Dwelling Unit	\$124,440	\$247,200	(\$122,760)
SB9	\$1,747	\$6,462	(\$4,715)
Mills Act Program	\$25,200	\$68,664	(\$43,464)
Temporary Use Permit	\$2,935	\$4,728	(\$1,793)
Zoning Verification Letter	\$11,288	\$20,230	(\$8,942)
Deposit-Based Fees	\$195,500	\$195,500	\$0
<b>Total</b>	<b>\$361,110</b>	<b>\$542,784</b>	<b>(\$181,674)</b>

Planning has an annual cost recovery of 67%. Nearly \$123,000 of the subsidy relates to Accessory Dwelling Unit (ADU) Applications. Staff proposed expanding this fee into two categories: 'With Historic Assessment' and 'Without Historic Assessment'. This modification will help to bridge the cost recovery gap, as staff will have the capability to capture the additional effort needed when reviewing these applications.

## COMMUNITY SERVICES

The Community Services Department provides recreational activities for Orange residents and maintains the City's parks, open spaces, and sports fields. The Department also organizes the City's special events. Fees assessed by this department include fees for aquatic programs, special events, day camps, sports leagues and open gym, and facility rentals. The following subsections discuss fee schedule modifications, detailed per unit results, and annual revenue impacts as appropriate for the fee-related services provided by the Community Services.

### FEE SCHEDULE MODIFICATIONS

In discussions with City staff, the following modifications were proposed to the current fee schedule:

- **Eliminated Fees:** Staff proposed eliminating the following fee as these services are no longer offered:
  - '3<sup>rd</sup> of July Celebration, general public day of event'
  - '3<sup>rd</sup> of July Celebration, non-profit pre-sale'
  - 'Ballfield Prep'
  - 'Booth Participation Fee'
  - 'Community Garden – Non-Resident, Non-Resident Non-Profit'
  - 'Facilities – Approved City of Orange Youth Sports Non-Profit Organization'
  - 'Recreation/Lap Swim Pass'
  - 'Swim Lesson, private'
- **Condensed Fees:** Staff proposed condensing the following fees to simplify the fee schedule:
  - The 'Party Equipment Permit Fee' was combined with the base cost of Community Services rentals instead of included as a separate fee.
  - The fees for 'Classroom A' and 'Classroom B' at the Sports Center at Grijalva Park were combined into one 'Classroom AB' fee, as these rooms are no longer rented separately.
  - The fees to rent Picnic Areas were condensed from a fee for the first 5 hours and a separate fee for each additional hour beyond 5 into a single fee for up to 5 hours.
  - The categories for rentals of 'Green / Open Space' and 'Picnic Areas' were condensed into the following: 'Groups 1-50 People,' 'Groups 51-200 People,' 'Groups 201-400 People,' and 'Groups 401 or More People.'
  - The 'AV Equipment' Fees associated with the Sports Center at Grijalva Park were condensed into a single fee for all users.
- **Expanded Fees:** Staff proposed expanding the following fees to better provide services to area residents:
  - 'Aquatic Programs – Group Lessons'
  - 'Aquatic Programs – Parent and Me'

- 'Aquatic Programs – Mini Lesson'
  - 'Aquatic Programs – Aqua Aerobics Class'
  - 'Aquatic Programs – Recreational/Lap Swim'
- **Modified Fees:** The 'Facilities' rental fees were reorganized; the new categories are 'Facilities Tier I (Hart, Killefer, and Grijalva Building A)', 'Facilities Tier II (Olive, El Camino, Ambriz, Handy)', and 'Facilities Tier III (Shaffer).'
  - **Transferred Fees:** Fees associated with 'Landscape & Irrigation Permit & Plan Check' were moved to the Community Development fee schedule as this fee is now under their purview. The 'Filming Fees' were moved to the City Manager's Office, as they are now handled separately.

The modifications noted ensure that the proposed fee schedule more accurately reflects the services being provided by Community Services staff.

## DETAILED RESULTS

The Community Services Department collects fees for aquatic programs, special events, day camps, sports leagues and open gym, and facility rentals. The total cost calculated for each service includes direct staff costs and Departmental, Divisional, and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

**TABLE 13: TOTAL COST PER UNIT RESULTS – COMMUNITY SERVICES**

Fee Name	Current Fee	Total Cost	Difference
<b>COMMUNITY SERVICES FEES</b>			
<b>Aquatic Programs:</b>			
Recreational Swim	\$3	\$37	(\$34)
Lap Swim	\$3	\$26	(\$23)
Group lessons (Resident)	\$45	\$230	(\$185)
Group lessons (Non-Resident)	\$45	\$230	(\$185)
Parent and Me (Resident)	\$22	\$133	(\$111)
Parent and Me (Non-Resident)	\$22	\$133	(\$111)
Mini Lesson (Resident)	\$22	\$43	(\$21)
Mini Lesson (Non-Resident)	\$22	\$43	(\$21)
Aqua Aerobics Class (Resident)	\$34	\$93	(\$59)
Aqua Aerobics Class (Non-Resident)	\$34	\$93	(\$59)
Life Guard Training Class	\$169	Actual Cost	N/A
Water Safety Instructor Class		Actual Cost	
<b>City Special Events - 3rd of July</b>			
3rd of July Celebration, general public pre-sale	\$7	\$38	(\$31)
3rd of July Celebration, children under 2	\$0	\$38	(\$38)
<b>Day Camp</b>			
Resident	\$105	\$750	(\$645)
Non-Resident	\$125	\$750	(\$625)
<b>Basketball League</b>			



Fee Name	Current Fee	Total Cost	Difference
Basketball League	\$246	\$410	(\$164)
Open Gym	\$2	\$9	(\$7)
Moon Bounce Permit	\$30	\$55	(\$25)
Special Event Permit	\$60	\$300	(\$240)
Refund Processing Fee	\$10	\$25	(\$15)
<b>FACILITY RENTALS</b>			
<b>Pool Rentals</b>			
<b>Groups 1-100 People</b>			
Non-Orange Based Business	\$435	\$955	(\$520)
Orange Based Business	\$375	\$955	(\$580)
Non-Resident, Non-Resident Non-Profit	\$185	\$955	(\$770)
Resident, Resident Non-Profit	\$165	\$955	(\$790)
<b>Groups 101-200 People</b>			
Non-Orange Based Business	\$765	\$1,549	(\$784)
Orange Based Business	\$705	\$1,549	(\$844)
Non-Resident, Non-Resident Non-Profit	\$255	\$1,549	(\$1,294)
Resident, Resident Non-Profit	\$235	\$1,549	(\$1,314)
<b>Green / Open Space Fee:</b>			
<b>Groups 1-50 People</b>			
Non-Orange Based Business	\$120	\$114	\$6
Orange Based Business	\$90	\$114	(\$24)
Non-Resident, Non-Resident Non-Profit	\$40	\$114	(\$74)
Resident, Resident Non-Profit	\$30	\$114	(\$84)
<b>Groups 51-200 People</b>			
Non-Orange Based Business	Modified	\$130	N/A
Orange Based Business	Modified	\$130	N/A
Non-Resident, Non-Resident Non-Profit	Modified	\$130	N/A
Resident, Resident Non-Profit	Modified	\$130	N/A
<b>Groups 201-400 People</b>			
Non-Orange Based Business	Modified	\$253	N/A
Orange Based Business	Modified	\$253	N/A
Non-Resident, Non-Resident Non-Profit	Modified	\$253	N/A
Resident, Resident Non-Profit	Modified	\$253	N/A
<b>Groups 401 or More People</b>			
Non-Orange Based Business	Modified	\$364	N/A
Orange Based Business	Modified	\$364	N/A
Non-Resident, Non-Resident Non-Profit	Modified	\$364	N/A
Resident, Resident Non-Profit	Modified	\$364	N/A
<b>Band Shells</b>			
Non-Orange-Based Business	\$110	\$183	(\$73)
Orange-Based Business	\$70	\$183	(\$113)
Non-Resident, Non-Resident Non-Profit	Modified	\$183	N/A
Resident, Resident Non-Profit	Modified	\$183	N/A
<b>Community Garden</b>			
Resident, Resident Non-Profit	\$75	\$155	(\$80)
<b>Facilities - Hart, Killefer, and Grijalva Building A</b>			

Fee Name	Current Fee	Total Cost	Difference
Non-Orange Based Business	\$150	\$55	\$95
Orange Based Business	\$90	\$55	\$35
Non-Resident, Non-Resident Non-Profit	\$50	\$55	(\$5)
Resident, Resident Non-Profit	\$30	\$55	(\$25)

#### Facilities – Olive, El Camino, Ambriz, and Handy

Facility Kitchen Cleaning	Actual Cost		
Non-Orange Based Business	\$180	\$77	\$102
Orange Based Business	\$120	\$77	\$42
Non-Resident, Non-Resident Non-Profit	\$60	\$77	(\$18)
Resident, Resident Non-Profit	\$40	\$77	(\$38)

#### Facilities - Shaffer

Facility Kitchen Cleaning	Actual Cost		
Non-Orange Based Business	\$180	\$89	\$91
Orange Based Business	\$120	\$89	\$31
Non-Resident, Non-Resident Non-Profit	\$60	\$89	(\$29)
Resident, Resident Non-Profit	\$40	\$89	(\$49)

#### Picnic Areas:

##### Groups 1-50 People

<u>Non-Orange Based Business</u>			
Up to 5 hours	\$240	\$119	\$121
<u>Orange Based Business</u>			
Up to 5 hours	\$180	\$119	\$61
<u>Non-Resident, Non-Resident Non-Profit</u>			
Up to 5 hours	\$80	\$119	(\$39)
<u>Resident, Resident Non-Profit</u>			
Up to 5 hours	\$60	\$119	(\$59)

##### Groups 51-200 People

<u>Non-Orange Based Business</u>			
Up to 5 hours	Modified	\$128	N/A
<u>Orange Based Business</u>			
Up to 5 hours	Modified	\$128	N/A
<u>Non-Resident, Non-Resident Non-Profit</u>			
Up to 5 hours	Modified	\$128	N/A
<u>Resident, Resident Non-Profit</u>			
Up to 5 hours	Modified	\$128	N/A

##### Groups 201-400 People

<u>Non-Orange Based Business</u>			
Up to 5 hours	Modified	\$144	N/A
<u>Orange Based Business</u>			
Up to 5 hours	Modified	\$144	N/A
<u>Non-Resident, Non-Resident Non-Profit</u>			
Up to 5 hours	Modified	\$144	N/A
<u>Resident, Resident Non-Profit</u>			
Up to 5 hours	Modified	\$144	N/A

##### Groups 401 or More People

Fee Name	Current Fee	Total Cost	Difference
<b>Non-Orange Based Business</b>			
Up to 5 hours	Modified	\$167	N/A
<b>Orange Based Business</b>			
Up to 5 hours	Modified	\$167	N/A
<b>Non-Resident, Non-Resident Non-Profit</b>			
Up to 5 hours	Modified	\$167	N/A
<b>Resident, Resident Non-Profit</b>			
Up to 5 hours	Modified	\$167	N/A
<b>All Purpose Courts:</b>			
<b>Lighted</b>			
Non-Resident - per hour	\$15	\$29	(\$14)
Resident - per hour	\$10	\$29	(\$19)
Approved City of Orange Youth Sports Non-Profit Organizations	\$4	\$29	(\$25)
<b>Non-Lighted</b>			
Non-Resident	\$15	\$26	(\$11)
Resident	\$10	\$26	(\$16)
Approved City of Orange Youth Sports Non-Profit Organizations	\$2	\$26	(\$24)
<b>Athletic Fields:</b>			
<b>Lighted</b>			
Non-Orange Based Business	\$135	\$67	\$68
Orange Based Business	\$75	\$67	\$8
Non-Resident, Non-Resident Non-Profit	\$45	\$67	(\$22)
Resident, Resident Non-Profit	\$25	\$67	(\$42)
Approved City of Orange Youth Sports Non-Profit Organizations	\$10	\$67	(\$58)
<b>Non-Lighted</b>			
Non-Orange Based Business	\$105	\$38	\$67
Orange Based Business	\$45	\$38	\$7
Non-Resident, Non-Resident Non-Profit	\$35	\$38	(\$3)
Resident, Resident Non-Profit	\$20	\$38	(\$18)
Approved City of Orange Youth Sports Non-Profit Organizations	\$2	\$38	(\$36)
<b>Premier - Lighted</b>			
Non-Orange Based Business	\$145	\$71	\$74
Orange Based Business	\$85	\$71	\$14
Non-Resident, Non-Resident Non-Profit	\$55	\$71	(\$16)
Resident, Resident Non-Profit - per hour	\$35	\$71	(\$36)
<b>Premier Non-Lighted</b>			
Non-Orange Based Business - per hour	\$115	\$42	\$73
Orange Based Business - per hour	\$55	\$42	\$13
Non-Resident, Non-Resident Non-Profit	\$45	\$42	\$3
Resident, Resident Non-Profit	\$30	\$42	(\$12)
Maintenance Fee for High Impact and/or Repetitive Use		Actual Cost	
<b>Sports Center at Grijalva Park:</b>			

Fee Name	Current Fee	Total Cost	Difference
<b>Gymnasium</b>			
Non-Orange Based Business	\$175	\$179	(\$4)
Orange Based Business	\$150	\$179	(\$29)
Non-Resident, Non-Resident Non-Profit	\$95	\$179	(\$84)
Resident, Resident Non-Profit	\$65	\$179	(\$114)
Approved City of Orange Travel Ball / Club / Competitive Youth Sports Non-Profit	\$65	\$179	(\$114)
Approved City of Orange Recreation Based Youth Sports Non-Profit	\$45	\$179	(\$134)
<b>Classroom AB</b>			
Non-Orange Based Business	\$100	\$154	(\$54)
Orange Based Business	\$80	\$154	(\$74)
Non-Resident, Non-Resident Non-Profit	\$60	\$154	(\$94)
Resident, Resident Non-Profit	\$40	\$154	(\$114)
<b>Dance Room</b>			
Non-Orange Based Business	\$100	\$128	(\$28)
Orange Based Business	\$80	\$128	(\$48)
Non-Resident, Non-Resident Non-Profit	\$60	\$128	(\$68)
Resident, Resident Non-Profit	\$40	\$128	(\$88)
<b>AV Equipment</b>			
All Users	Modified	\$60	N/A
<b>Senior Citizen Center:</b>			
<b>Large Banquet Room</b>			
Facility Cleaning			Actual Cost
<u>Non-Orange Based Business</u>			
First 5 hours	\$600	\$1,590	(\$990)
Each add'l hr.	\$120	\$139	(\$19)
<u>Orange Based Business</u>			
First 5 hours	\$600	\$1,590	(\$990)
Each add'l hr.	\$120	\$139	(\$19)
<u>Non-Resident, Non-Resident Non-Profit</u>			
First 5 hours	\$600	\$1,590	(\$990)
Each add'l hr.	\$120	\$139	(\$19)
<u>Resident, Resident Non-Profit</u>			
First 5 hours	\$500	\$1,590	(\$1,090)
Each add'l hr.	\$100	\$139	(\$39)
<b>Meeting Rooms:</b>			
Non-Orange Based Business	\$50	\$162	(\$112)
Orange Based Business	\$50	\$162	(\$112)
Non-Resident, Non-Resident Non-Profit	\$50	\$162	(\$112)
Resident, Resident Non-Profit	\$30	\$162	(\$132)

The fees administered by Community Services show both under-recoveries and over-recoveries of the associated costs. The largest under-recovery is for an 'Pool Rental - Groups 101-200 People - Resident,

Resident Non-Profit' at approximately \$1,300. The largest over-recoveries are associated with Non-Orange-based businesses renting facilities, picnic areas, and fields.

The legal requirements that limit charges to the actual cost of providing a service do not apply to rental rates or recreational programs. For these services, the City has greater discretion to set fees based on market demand and perceived value. The calculated cost for facility rentals incorporates measurable components such as staff coordination time and facility wear but does not fully reflect subjective elements like location desirability or exclusive amenities. Similarly, the cost structure for recreational programs (i.e. aquatics, day camp, etc.) is closely tied to enrollment. The more participants a program attracts, the more its cost per participant can be distributed, impacting overall cost recovery. This variability provides the City with an opportunity to structure fees in a way that are both financially sustainable and responsive to community demand.

## ANNUAL REVENUE IMPACT

Based on the prior year's (FY23/24) workload information, Community Services has a roughly \$1.5 million deficit. The following table shows by major fee category: revenue at current fee, total projected annual cost, and the resulting difference.

**TABLE 14: ANNUAL RESULTS – COMMUNITY SERVICES**

<b>Fee Category</b>	<b>Revenue at Current Fee</b>	<b>Annual Cost</b>	<b>Difference</b>
Aquatic Programs	\$104,269	\$509,271	(\$405,002)
Day Camp	\$112,535	\$782,250	(\$669,715)
Basketball Leagues	\$56,298	\$147,397	(\$91,099)
Pool Rentals	\$3,775	\$19,333	(\$15,558)
Green / Open Space Rentals	17,065	36,149	(\$19,084)
Facility Rentals	49,780	54,573	(\$4,793)
Picnic Area Rentals	\$75,730	\$100,133	(\$24,403)
Court Rentals	\$30	\$83	(\$53)
Field Rentals	\$49,032	\$276,797	(\$227,766)
Sports Center at Grijalva Park	\$20,965	\$58,085	(\$37,120)
Misc. Fees	\$11,850	\$25,455	(\$13,605)
<b>Total</b>	<b>\$501,329</b>	<b>\$2,009,526</b>	<b>(\$1,508,197)</b>

Community Services has an annual cost recovery rate of approximately 25%. Day Camps contribute an estimated \$670,000 deficit, with per-unit deficits ranging from \$625 to \$645 administered roughly 1,000 times last year. Another significant portion of the department's deficit, roughly \$410,000, is attributed to Aquatic Programs. Within this category, 'Group Lessons' accounts for approximately \$325,000. This is driven by a \$190 per-unit deficit and compounded by a high volume of activity (1,771 instances). However, it is not uncommon for jurisdictions to subsidize recreational youth programs due to their broad community benefit. Overall, staff should evaluate these fees and consider adjustments that help strike a balance between ensuring community accessibility and improving cost recovery where feasible. A

phased approach to fee increases may be beneficial in areas where greater cost recovery is desired and there is a large gap between the current fee and the total cost.

## FINANCE

The Finance Department manages all fiduciary responsibilities in the City, including budget, purchasing, accounting, and utility billing on behalf of the City. Additionally, the Department oversees the Business Licensing Program. The fees examined within this study relate to returned checks, credit card payments, and business licenses. The following subsections discuss fee schedule modifications, detailed per unit results, and annual revenue impacts as appropriate for the fee-related services provided by Finance.

### FEE SCHEDULE MODIFICATIONS

In discussions with City staff, the following modifications were proposed to the current fee schedule:

- **Eliminated Fees:** Staff proposed eliminating the 'Police Regulatory Permit Review' because the service is captured under other itemized permits offered by the City.
- **New Fees:** Staff proposed adding a 'Credit Card Surcharge' fee to recover the cost of provider fees associated with credit card payments.
- **Consolidated Fees:** The 'Annual Renewal Processing Fee' was consolidated to a singular fee instead of having a separate fee for paper and online processing fees.

The modifications noted ensure that the proposed fee schedule more accurately reflects the services being provided by Finance staff.

### DETAILED RESULTS

The Finance Department collects fees for returned checks, credit card payments, and business licenses. The total cost calculated for each service includes direct staff costs and Departmental, Divisional, and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

TABLE 15: TOTAL COST PER UNIT RESULTS – FINANCE

Fee Name	Current Fee	Total Cost	Difference
<b>Returned Check Charge:<sup>7</sup></b>			
First check	\$25	\$25	\$0
Subsequent check	\$35	\$35	\$0
Credit Card Surcharge	New	3.12%	N/A
<b>Business Licenses</b>			
New Business License Application	\$76	\$79	(\$3)
Annual Renewal Processing Fee	Modified	\$26	N/A
Duplicate Certificate	\$10	\$14	(\$4)
Change of Location	\$10	\$44	(\$34)

<sup>7</sup> CIV 1719

Fee Name	Current Fee	Total Cost	Difference
Massage Permit - includes material + inspection	\$250	\$651	(\$401)
Initial Regulatory Permit Application	\$100	\$109	(\$9)
Secondhand Dealer Renewal Permit	\$40	\$87	(\$47)
Firearm Regulatory Permit Renewal	\$30	\$216	(\$186)
Short Term Rental Permit	\$250	\$491	(\$241)

Of the fees administered by the Finance Department that are not state-set, all under-recover. The largest undercharge is for a 'Massage Permit' at \$400, followed by the 'Short Term Rental Permit' at around \$250. The smallest under-recovery is for a 'New Business License Application' at just \$3.

## ANNUAL REVENUE IMPACT

Based on the prior year's workload information, Finance has under-recovers by roughly \$14,000. The following table shows the revenue at the current fee, total projected annual cost, and the resulting difference by major fee category.

TABLE 16: ANNUAL RESULTS – FINANCE

Fee Category	Revenue at Current Fee	Annual Cost	Difference
New Business License Application	\$178,600	\$185,650	(\$7,050)
Annual Renewal Processing Fee	\$479,961	\$479,961	\$0
Duplicate Certificate	\$250	\$350	(\$100)
Change of Location	\$130	\$572	(\$442)
Massage Permit - includes material + inspection	\$1,750	\$4,557	(\$2,807)
Initial Regulatory Permit Application	\$1,600	\$1,744	(\$144)
Secondhand Dealer Renewal Permit	\$400	\$870	(\$470)
Firearm Regulatory Permit Renewal	\$90	\$648	(\$558)
Short Term Rental Permit	\$2,500	\$4,910	(\$2,410)
<b>Total</b>	<b>\$665,281</b>	<b>\$679,262</b>	<b>(\$13,981)</b>

Finance has an annual cost recovery of roughly 98%. The deficit is driven by 'New Business License Applications' at around \$7,000. Although the per-unit under-recovery is only \$3, this fee was administered almost 2,500 times, which creates a significant overall under-recovery.



## FIRE & PARAMEDIC SERVICES

The Fire & Paramedic Services Department is responsible for preventing or minimizing risk of fire and medical emergencies. There are three main divisions: Office of the Chief, Operations, and Services. The Office of the Chief provides management of the department, while the Operations Division is responsible for providing emergency services to the community, including emergency medical services. The Services Division focuses on preventing fires, medical emergencies, and other hazardous conditions. The fees examined within this study include Paramedic Services, Fire Inspection Fees, Hazardous Materials, and Fire Construction Permits. The following subsections discuss fee schedule modifications, detailed per unit results, and annual results for the fee-related services provided by the Fire & Paramedic Services Department.

### FEE SCHEDULE MODIFICATIONS

In discussions with City staff, the following modifications were proposed to the current fee schedule:

- **New Fees:** Staff proposed the addition of the following fees as they highlight services already offered but not codified on the fee schedule:
  - 'AB38 Home Assessment Fee'
  - 'Fire Clearance'
  - 'Fire Flow Test Witnessing'
  - 'Underground Tank: Repair or Removal'
- **Condensed Fee:** Staff proposed condensing the '11-100 persons' and 'Over 100 persons' tiers of the 'Additional 10 employees/residents for businesses and congregate living facilities' portion of the 'Annual Paramedic Subscription Program' fee into a single fee for every 10 employees.
- **Expanded Fees:** Staff proposed expanding the following fees to better reflect the levels of service provided:
  - 'Emergency Transport Standby Time' was expanded into two categories: 'ALS' and 'BLS.'
  - 'Fire Protection Systems: New' and 'Fire Sprinklers - 13 / 13D / 13R: New Construction' were expanded to include tiers for systems with more devices.

The modifications noted ensure that the proposed fee schedule more accurately reflects the services being provided by Fire & Paramedic Services staff.

### DETAILED RESULTS

Fire and Paramedic Services collects fees for a paramedic subscription program, paramedic transports, annual fire inspections (including hazardous materials), and fire construction permits. The total cost calculated for each service includes direct staff costs and Departmental, Divisional, and Citywide

overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

**TABLE 17: TOTAL COST PER UNIT RESULTS – FIRE AND PARAMEDIC SERVICES**

Fee Name	Current Fee	Total Cost	Difference
<b>Paramedic Services</b>			
Annual Paramedic Subscription Program	\$60	\$68	(\$8)
For Every Additional 10 employees/residents for businesses and congregate living facilities	Modified	\$68	N/A
Basic Life Support (BLS)	\$405	\$482	(\$77)
Advanced Life Support (ALS)	\$508	\$681	(\$173)
Transport Fees	\$1,876	\$2,044	(\$168)
Mileage	\$20	\$27	(\$7)
<b>Emergency Transport Standby Time</b>			
ALS	Modified	\$202	N/A
BLS	Modified	\$117	N/A
<b>Annual Fire Permits / Special Event</b>			
<b>Inspections:</b>			
<b>Apartments:</b>			
3-25 units	\$85	\$183	(\$98)
26-75 units	\$285	\$480	(\$195)
76-150 units	\$400	\$678	(\$278)
151-250 units	\$660	\$876	(\$216)
251-350 units	\$808	\$1,075	(\$267)
351-450 units	\$955	\$1,273	(\$318)
AB38/Home Assessment Fee	\$136	\$194	(\$58)
Waste Handling - Including Wrecking Yards, Junk Yards, and Waste Material Handling	\$280	\$325	(\$45)
Open Burning - Excluding Recreational Fires	\$232	\$381	(\$149)
Open Flames & Candles	\$232	\$381	(\$149)
Cellulose Nitrate Film in Group A Occupancy	\$47	\$124	(\$77)
Combustible Fiber Storage or Handling in Excess of 100 Cubic Feet	\$187	\$245	(\$58)
Cryogenics Fluids Not Requiring Hazardous Materials Disclosure	\$47	\$124	(\$77)
Dry Cleaning	\$187	\$245	(\$58)
Dust Producing Operation - Combustible Dust	\$93	\$164	(\$71)
Repair Garages - Includes Associated Fuel Dispensing	\$47	\$124	(\$77)
High Piled Storage in Excess of 500 Square Feet	\$140	\$205	(\$65)
Lumber Yard or Woodworking Plant	\$280	\$325	(\$45)
Magnesium - Melting, Casting, Heat-Treating or Grinding an Amount in Excess of 10 Pounds	\$93	\$164	(\$71)
Organic Coatings - Production in Excess of 1 Gallon per Day	\$140	\$205	(\$65)
Ovens, Industrial Baking or Dry	\$93	\$164	(\$71)

Fee Name	Current Fee	Total Cost	Difference
Tank Vehicles	\$47	\$124	(\$77)
Temporary Membrane Structures and Tents	\$232	\$381	(\$149)
Hot Work; or Cutting or Welding	\$47	\$124	(\$77)
Explosives - Explosive Materials, Fireworks or Pyrotechnic			
Special Effects	\$309	\$480	(\$171)
Buildings Originally Constructed to High-Rise Standards - Less			
than 75 Ft. in Height	\$1,545	\$2,066	(\$521)
High Rise Building	\$1,854	\$2,462	(\$608)
Mall Buildings, Covered or Open - Placement of Fixtures, Displays or Equipment; Display of Liquid or Gas-Fired Equipment; or Use of Open-Flame or Flame-Producing Equipment			
Temporary Kiosks	\$154	\$282	(\$128)
Open flame / flame producing devices	\$154	\$282	(\$128)
Parade Floats	\$39	\$133	(\$94)
Places of Assembly	\$187	\$245	(\$58)
Spraying or Dipping - Utilization of Flammable or Combustible Liquids or Combustible Powder	\$93	\$164	(\$71)
Tire Rebuilding Plant	\$93	\$164	(\$71)
Care Facilities:			
7-99 Occupants	\$348	\$530	(\$182)
100-199 occupants	\$463	\$678	(\$215)
200+ occupants	\$502	\$728	(\$226)
New Facility Inspection Fee:			
25 clients or less	\$463	\$678	(\$215)
26+ clients	\$502	\$728	(\$226)
Hospitals & Convalescent:			
1-99 beds	\$348	\$530	(\$182)
100-199 beds	\$463	\$678	(\$215)
200+ beds	\$502	\$728	(\$226)
Day Care Facilities			
Non-Residential Based	\$232	\$381	(\$149)
General Use Permits	\$163	\$273	(\$110)
Fireworks Display - min 2 hours	\$309	\$480	(\$171)
Spill Response:			
Up to 5 gallons	\$894	\$1,182	(\$288)
Over 5 gallons	Actual Cost		
After Hours Work			
Fire Safety Specialist	\$154	\$176	(\$22)
Hazardous Materials Specialist	\$161	\$185	(\$24)
Fire Plan Examiner	\$166	\$191	(\$25)
Fire Captain	\$201	\$233	(\$32)
Re-Inspection Fee for Rejected Prevention Division Inspection	\$179	\$318	(\$139)
Report Fees	\$61	\$84	(\$23)
Non-Criminal			
Cause & origin Investigators Report	\$196	\$204	(\$8)
Misc. Investigators Report	\$196	\$204	(\$8)

Fee Name	Current Fee	Total Cost	Difference
SFD Investigators Report	\$196	\$204	(\$8)
Commercial Occupancy Investigators Report	\$196	\$204	(\$8)
Standby Time Hazardous Materials Specialist	\$161	\$196	(\$35)
Change Hazardous Materials Contents of Underground Storage Tank	\$561	\$196	\$365
Hazardous Materials - Store, Handle, Use Sell	\$561	\$171	\$390
Review HMMP Plans	\$154	\$193	(\$39)
<b>Hazardous Materials - Disclosure Fees:</b>			
1 material	\$272	\$349	(\$77)
2-4 materials	\$433	\$555	(\$122)
5-9 materials	\$594	\$760	(\$166)
10-15 materials	\$674	\$862	(\$188)
16-20 materials	\$795	\$1,016	(\$221)
21-25 materials	\$996	\$1,273	(\$277)
26-30 materials	\$1,117	\$1,427	(\$310)
31-44 materials	\$1,238	\$1,580	(\$342)
45+ materials	\$1,399	\$1,786	(\$387)
<b>Underground Tanks:</b>			
1 tank	\$705	\$904	(\$199)
2 tanks	\$866	\$1,110	(\$244)
3 tanks	\$1,027	\$1,315	(\$288)
4 tanks	\$1,188	\$1,520	(\$332)
5 tanks	\$1,349	\$1,725	(\$376)
Class I or II liquids Removal	\$322	\$410	(\$88)
To install, alter, remove, abandon, or temporarily place out of service	\$161	\$205	(\$44)
To change type of contents to a material other than designed for - 2 hour min - per hour	\$161	\$205	(\$44)
Plan Check Hazmat Fee	\$161	\$205	(\$44)
Existing Tank Monitoring System Restart	\$644	\$820	(\$176)
Aerosol Products - Level 2 or 3 in excess of 500 pounds	\$140	\$120	\$20
Amusement Building	\$386	\$537	(\$151)
Aviation Facility	\$421	\$362	\$59
Carnival or Fair	\$309	\$438	(\$129)
Compressed Gas Not Requiring Hazardous Materials Disclosure	\$140	\$120	\$20
Exhibits & Trade Shows - Min 2 hours	\$309	\$438	(\$129)
Flammable & Combustible Liquids	\$140	\$120	\$20
Floor Finishing - in Excess of 350 Sq. Ft. Using Class I or II liquids	\$154	\$240	(\$86)
Fruit & Crop Ripening - Using Ethylene Gas	\$140	\$120	\$20
Fumigation & Insecticidal Fogging	\$77	\$141	(\$64)
Hazardous Materials Not Requiring Hazardous Materials Disclosure	\$140	\$120	\$20
Hazardous Production Materials Facility	\$309	\$438	(\$129)
Liquid or Gas-Fueled Vehicle(s) in an Assembly Building	\$154	\$240	(\$86)
Liquid Propane Gas Not Requiring Hazardous Materials Disclosure	\$140	\$120	\$20

Fee Name	Current Fee	Total Cost	Difference
Miscellaneous Combustible Storage in Excess of 2,500 Cubic Feet	\$140	\$120	\$20
Open Flame or Torch - Removal of Paint or Use within a Wildfire Risk Area	\$77	\$141	(\$64)
Private Fire Hydrant - Use or Removal from Service (1 hour min)	\$154	\$240	(\$86)
Pyrotechnic Special Effects Material - Use or Handling (1 hour min)	\$154	\$240	(\$86)
Pyroxylin Plastics - Storage or Handling in Excess of 25 Pounds; or Assembly or Manufacture of Products containing Pyroxylin Plastics	\$280	\$241	\$39
Rooftop Heliport	\$140	\$121	\$19
Storage of Scrap Tires & Tire Byproducts - Exterior Storage Exceeding 2,500 Cubic Feet; or Indoor Storage of Any Amount	\$280	\$241	\$39
Wood Products - Storage of Chips, Hogged Material, Lumber or Plywood in Excess of 200 Cubic Feet	\$140	\$120	\$20
Activity Related to Motion Picture, Television, or Commercial Production - Change of Building Use or Occupancy; Attendance of Live Audience; Wrap Party; Use of Pyrotechnic Special Effect; Open Flame; Use of Flammable or Combustible Liquid or Gas;	\$154	\$240	(\$86)
2nd and subsequent Re-Inspection for Same Violation.	\$292	\$351	(\$59)
Flammable or Combustible / Liquid Pipeline Operation / Excavation	\$322	\$196	\$126
Fire Flow Test Witnessing	New	\$240	N/A
Fire Clearance	New	\$240	N/A
<b>FIRE CONSTRUCTION PERMITS</b>			
<b>Fire Protection Systems</b>			
<b>New:</b>			
1-5 devices	\$966	\$1,120	(\$154)
6-15 devices	\$1,207	\$1,325	(\$118)
16-30 devices	\$1,610	\$1,951	(\$341)
31-50 devices	\$2,253	\$2,262	(\$9)
51-100 devices	\$2,575	\$2,575	\$0
101-500 devices	\$5,151	\$2,994	\$2,157
501-1,000 devices	\$8,371	\$3,202	\$5,169
Each additional 500 devices or portion thereof over 1,000	\$3,220	\$707	\$2,513
<b>Modifications:</b>			
1-5 devices	\$644	\$704	(\$60)
6-15 devices	\$724	\$1,019	(\$295)
16-30 devices	\$1,046	\$1,435	(\$389)
31-50 devices	\$1,207	\$1,643	(\$436)
Each additional 50 devices or portion thereof	\$322	\$87	\$235
<b>Fire Sprinklers - 13 / 13D / 13R</b>			
<b>New Construction:</b>			
Up to 50 Heads	\$1,449	\$1,743	(\$294)

Fee Name	Current Fee	Total Cost	Difference
50-100 Heads	\$2,012	\$2,471	(\$459)
101-500 Heads	\$4,910	\$2,994	\$1,916
501-1,000 Heads	\$8,130	\$3,202	\$4,928
Each additional 500 heads or portion thereof over 1,000	\$3,220	\$915	\$2,305

#### Tenant Improvements / Modifications:

Up to 50 Heads	\$805	\$1,123	(\$318)
50-100 Heads	\$1,046	\$1,435	(\$389)
Each additional 50 heads or portion thereof	\$322	\$415	(\$93)

#### Preaction Fire Sprinklers

##### New Construction:

Up to 50 Heads	\$1,932	\$2,156	(\$224)
50-100 Heads	\$2,253	\$2,572	(\$319)
Each additional 50 heads or portion thereof	\$322	\$415	(\$93)

##### Tenant Improvements / Modifications:

Up to 50 Heads	\$1,046	\$1,435	(\$389)
50-100 Heads	\$1,449	\$1,955	(\$506)
Each additional 50 heads or portion thereof	\$322	\$415	(\$93)

#### Other Fire Construction Permits

Underground Private Fire Service Line	\$1,851	\$1,945	(\$94)
Automatic Fire Extinguishing Systems (Hoods, spray booths, etc.)	\$644	\$915	(\$271)
Spraying or Dipping - Flammable or Combustible Liquids Booths	\$805	\$1,123	(\$318)
Clean Agent Systems	\$1,127	\$1,539	(\$412)
Smoke Control Systems	\$2,897	\$3,825	(\$928)
Fire Pumps	\$1,610	\$2,162	(\$552)
Standpipe System	\$885	\$1,227	(\$342)
High Piled Storage	\$966	\$1,331	(\$365)
Dry Cleaning	\$644	\$915	(\$271)
Dust Production	\$805	\$1,123	(\$318)
Industrial Ovens	\$805	\$1,123	(\$318)
Carbon Dioxide System Exceeding 100 pounds of CO2 Used in Beverage Dispensing Application	\$140	\$704	(\$564)

#### High Rise Building

Base (includes 6 floors)	\$3,219	\$4,241	(\$1,022)
Per additional floor	\$322	\$415	(\$93)
Temporary Membrane Structures and Tents	\$724	\$1,019	(\$295)

#### Tanks:

##### Underground Tanks:

First Tank	\$2,575	\$3,367	(\$792)
Each additional tank	\$483	\$615	(\$132)
Repair or Removal	New	\$196	N/A

##### Aboveground Tanks:

First Tank	\$966	\$1,315	(\$349)
Each additional tank	\$322	\$410	(\$88)

Mechanical Refrigeration Equipment Regulated by CFC	\$140	\$902	(\$762)
Vegetation Management Fuel Modifications	\$1,127	\$1,539	(\$412)

Fee Name	Current Fee	Total Cost	Difference
Special Events Application	\$121	\$282	(\$161)
Plan Check & Inspection Fees – Construction	10%	10%	0%
Miscellaneous Plan Review - per hour	\$161	\$211	(\$50)
Miscellaneous Services and Materials	Actual Cost		

The fees administered by the Fire and Paramedic Services Department show a mix of under- and over-recoveries. The Paramedic Services Division shows an under-recovery for all fees, ranging from a low of \$7 for 'Mileage' to a high of \$173 for 'Advanced Life Support.' Among the fire-related fees, the base fee for a High-Rise Building Fire Construction permit shows the largest under-recovery at just over \$1,000. The most significant over-recoveries are related to fire protection systems and fire sprinklers for new construction; for systems with more than 100 heads, the overcharges range from about \$2,000 to about \$5,000. This disparity in cost emphasizes the importance of expanding the fee structure in these areas to better capture time on larger projects.

## ANNUAL REVENUE IMPACT

Based on the prior year's (FY23/24) workload information, Fire has a deficit of roughly \$44,000. The following table shows the revenue at current fee, total projected annual cost, and the resulting difference by major fee category.

TABLE 18: ANNUAL RESULTS – FIRE

Fee Category	Revenue at Current Fee	Annual Cost	Difference
Fire Protection Systems	\$82,879	\$97,210	(\$14,331)
Fire Sprinklers	\$105,764	\$127,178	(\$21,414)
Other Fire Construction Permits	\$52,884	\$60,396	(\$7,511)
<b>Total</b>	<b>\$241,527</b>	<b>\$284,784</b>	<b>(\$43,256)</b>

Fire has an annual cost recovery of roughly 85%. The largest under-recovery at approximately \$21,500 is in relation to Fire Sprinklers, which is primarily caused by the \$318 per unit deficit associated 'Tenant Improvements / Modifications – Up to 50 Heads'. The City currently charges \$805 for this service, while the full cost has been calculated at \$1,123. The combination of the per-unit deficit and the 37 instances this service was administered last year results in a significant cost recovery gap. Overall, staff should evaluate these and other fees within the division and adjust where necessary to bridge the cost recovery gap.



## LIBRARY

The Library is responsible for managing and providing access to books, programs, and technology to the Orange community. The Department provides information, resources, and staff to assist the community. The fees examined within this study relate to replacement Library cards, local history research and reproduction, printing and photocopying, and facility and technology rentals. The following subsections discuss fee schedule modifications, detailed per unit results, and annual revenue impacts for the fee-related services provided by the Library.

### FEE SCHEDULE MODIFICATIONS

In discussions with Library staff, the following modifications were proposed to the current fee schedule:

- **Eliminated Fees:** Staff proposed eliminating the ‘Deposit’ fees for facility rentals, as these fees have become obsolete with recent software improvements.
- **New Fees:** Staff proposed the addition of the following fees as they highlight services already offered but not codified on the fee schedule:
  - ‘Deactivation Fee’
  - ‘Earbuds’
- **Condensed Fee:** The ‘Equipment Rental’ fee was condensed from various categories to a single fee for all users.
- **Expanded Fee:** Due to large variability in how the fees are administered, staff proposed charging fees for rentals of the ‘Rotary Room’ separately from rentals of the El Modena Community Room.
- **Modified Fees:** To clarify the services encompassed by the fees on the schedule, several name changes were proposed. The Commercial Use + Processing Fee was changed to ‘Commercial Use Digital Image File’ and the Personal Use fee was changed to ‘Personal Use Digital Image File’. Orange Public Library & History Center Room A & B was also changed to ‘Orange Public Library & History Center Community Room’.

The modifications noted above ensure that the proposed fee schedule more accurately reflects the services being provided by Library staff.

### DETAILED RESULTS

The Library collects fees for lost library cards and materials, historical research and reproduction, printing and photocopying, and facility and technology rentals. The total cost calculated for each service includes direct staff costs and Departmental, Divisional, Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

**TABLE 19: TOTAL COST PER UNIT RESULTS – LIBRARY**



Fee Name	Current Fee	Total Cost	Difference
Lost Library Card	\$2	\$14	(\$12)
Inter-Library Loan	\$2	\$46	(\$44)
Processing Fees Damaged & Lost Materials	\$5	\$24	(\$19)
<b>Local History Reproduction</b>			
Commercial Use Digital Image File	\$35	\$58	(\$23)
Personal Use Digital Image File	\$0	\$58	(\$58)
<b>Local History Research</b>			
Obituary Request	\$25	\$131	(\$106)
Extensive Research Request	\$35	\$175	(\$140)
<b>Printing &amp; Photocopying</b>			
Black & White	\$0.15	\$0.27	(\$0.12)
Color	\$0.35	\$0.54	(\$0.19)
Holds not picked up	\$0.50	\$12.86	(\$12.36)
Deactivation Fee	New	\$99	N/A
Earbuds	New	\$15	N/A
<b>Facility Rentals</b>			
<b>Rotary Room</b>			
Non-Profit in Orange	\$40	\$52	(\$12)
Non-Profit outside of Orange	\$45	\$52	(\$7)
For Profit in Orange	\$55	\$52	\$3
For Profit outside of Orange	\$65	\$52	\$13
<b>El Modena Community Room</b>			
Non-Profit in Orange	\$40	\$58	(\$18)
Non-Profit outside of Orange	\$45	\$58	(\$13)
For Profit in Orange	\$55	\$58	(\$3)
For Profit outside of Orange	\$65	\$58	\$7
<b>Orange Public Library &amp; History Center Community Room</b>			
Non-Profit in Orange	\$65	\$79	(\$14)
Non-Profit outside of Orange	\$70	\$79	(\$9)
For Profit in Orange	\$75	\$79	(\$4)
For Profit outside of Orange	\$80	\$79	\$1
Cancellation Fee	\$45	\$41	\$4
Room Cleaning Fee	\$45	\$83	(\$38)
<b>Equipment Rental</b>			
<b>TV/DVD/Microphone</b>			
All Users	Modified	\$44	N/A

Overall, the Library's fees show a mix of under- and over-recoveries. All fees not related to facility rentals under-recover; the largest undercharge is the hourly rate for an 'Extensive Research Request' at \$140.

Facility rental fees show a mix of under- and over-recoveries. The smallest under-recovery is for an Orange-based for-profit rental of the El Modena Community Room at \$4. The for-profit rentals of the Rotary Room, El Modena Community Room, and the Orange Public Library and History Center Community room generally show slight over-recoveries (from a low of \$1 to a high of \$13). The ability to charge facility rentals at market rate rather than strictly cost recover makes the mix of under- and over-

recoveries is common when evaluating these types of fees. Additionally, it is common to see subsidies in relation to tiered categories based on the type of applicant, with non-profit rates being less than others.

## ANNUAL REVENUE IMPACT

Based on the prior year's workload information, Library has a deficit of roughly \$184,000. The following table shows the revenue at the current fee, total projected annual cost, and the resulting difference by major fee category.

**TABLE 20: ANNUAL RESULTS – LIBRARY**

<b>Fee Category</b>	<b>Revenue at Current Fee</b>	<b>Annual Cost</b>	<b>Difference</b>
Lost Library Card	\$1,304	\$9,128	(\$7,824)
Inter-Library Loan	\$48	\$1,104	(\$1,056)
Processing Fees Damaged & Lost Materials	\$36,860	\$176,928	(\$140,068)
Local History Reproduction	\$350	\$5,858	(\$5,508)
Printing & Photocopying	\$15,551	\$27,025	(\$11,475)
Holds not picked up	\$987	\$25,373	(\$24,386)
El Modena Community Room	\$2,055	\$2,262	(\$207)
Orange Public Library & History Center Community Room A & B	\$830	\$869	(\$39)
<b>Total</b>	<b>\$57,984</b>	<b>\$248,547</b>	<b>(\$190,563)</b>

Library has an annual cost recovery of about 25%. The largest contributor to the Department's under-recovery is in relation to 'Processing Fees Damaged & Lost Materials'. Currently, the City charges \$5 per item, the total cost was calculated to be \$24 per item, resulting in a \$19 per unit deficit. While the per unit deficit is minimal, approximately 7,400 items were processed last year, creating a \$140,000 overall deficit. Due to the high volume in which this fee is administered even a small increase to the fee would result in reducing the cost recovery gap.

## POLICE

The Police Department is responsible for law enforcement to ensure safety within the Orange community. There are several bureaus within the Police Department that are involved with charging fees for services: Traffic, Records, Community Engagement, and Investigative Services. The fees examined within this study relate to Administrative charges for permit and fines, including copies of reports, ABC Licenses, Parking Permits, Parking Fines, and Fingerprinting. The following subsections discuss fee schedule modifications, detailed per unit results, and annual revenue impacts for the fee-related services provided by the Police Department.

### FEE SCHEDULE MODIFICATIONS

In discussions with Police staff, the following modifications were proposed to the current fee schedule:

- **Eliminated Fees:** Staff proposed elimination of 'Evidence Digital Media (Redacted)' as this service is mostly administered in conjunction with a public records request and regulated by the state.
- **New Fees:** Staff proposed the addition of an additional False Alarm category: '6+ False Alarms'.
- **Modified Fees:** The fee name 'Digital Media CD / DVD Copy' was rephrased to include USBs; additionally, this fee was parsed out into two categories: 'processing' and 'material costs'. The 'Immigration Clearance Letter' was also renamed 'Clearance Letter'.

The modifications noted above ensure that the proposed fee schedule more accurately reflects the services being provided by Police staff.

### DETAILED RESULTS

The Police Department collects fees for ABC licenses, bike licenses, false alarms, fines, and more. The total cost calculated for each service includes direct staff costs and Departmental and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

TABLE 21: TOTAL COST PER UNIT RESULTS – POLICE

Fee Name	Current Fee	Total Cost	Difference
<b>ABC License</b>			
New ABC License Application	\$5,000	\$2,323	\$2,677
Renewal ABC License Application	\$67	\$38	\$29
<b>Bike License<sup>8</sup></b>			
New Bike License	\$4	\$4	\$0
Renewal Bike License	\$2	\$2	\$0
<b>False Alarms</b>			
1st False Alarm	\$0	\$198	(\$198)

<sup>8</sup> VEH § 39004

Fee Name	Current Fee	Total Cost	Difference
2nd False Alarm	\$0	\$198	(\$198)
3rd False Alarm	\$150	\$198	(\$48)
4th False Alarm	\$200	\$198	\$2
5th False Alarm	\$200	\$198	\$2
6+ False Alarms	New	\$198	N/A
<b>Message Operator Testing Service</b>			
Background Information	\$114	\$260	(\$146)
Testing Cost (initial or retake)	\$114	\$153	(\$39)
<b>On Street Parking of Oversized Vehicles</b>			
Annual Permit / Sole Means of Transportation	\$15	\$25	(\$10)
Seven-Day Visitor Permit	\$27	\$27	\$0
<b>Other Fees</b>			
Business License Review	\$49	\$153	(\$104)
Citation Validation	\$30	\$42	(\$12)
Civil Subpoena <sup>9</sup>	\$15	\$15	\$0
Copies of Citations	\$6	\$21	(\$15)
<b>Digital Media CD / DVD / USB Copy</b>			
Processing	\$25	\$32	(\$7)
Materials Cost	\$6	\$31	(\$25)
Clearance Letter	\$30	\$65	(\$35)
Livescan	\$35	\$65	(\$30)
Local Background Check	\$30	\$65	(\$35)
Notification Letter	\$30	\$65	(\$35)
Plan Check & Inspection Fees - Construction	3%	Actual Cost	N/A
Private Property Impound <sup>10</sup>	\$18	\$32	(\$14)
<b>Photocopy<sup>11</sup></b>			
Black & White Copy	\$0.15	\$0.15	\$0.00
Color Copy	\$0.25	\$0.25	\$0.00
<b>Tow Truck Driver Background</b>			
Initial	\$85	\$125	(\$40)
Renewal	\$65	\$87	(\$22)
Vehicle ID Verification	\$75	\$157	(\$82)
Vehicle Repossession <sup>12</sup>	\$15	\$15	\$0
Witness Fee <sup>13</sup>	\$275	\$275	\$0
<b>Parking Permits</b>			
Business Parking Permit	\$30	\$49	(\$19)
Chapman Parking Permit	\$30	\$42	(\$12)
Landlord Permit (Up to 1 permit per household)	\$29	\$36	(\$7)
3+ Units / Apartments (Up to 3 permits per household)	\$30	\$38	(\$8)
Duplex (Up to 4 permits per household)	\$30	\$38	(\$8)
Single-Family (up to 5 permits per household)	\$30	\$38	(\$8)
<b>Retail Establishment Inspection-Firearms</b>			

<sup>9</sup> EVI § 1563(b)(6)

<sup>10</sup> This service is set by municipal code but is currently undergoing a revamp, as such the exact citation amount is pending.

<sup>11</sup> GOV § 7922.530

<sup>12</sup> GOV § 41612

<sup>13</sup> GOV § 68097.2 (b)

Fee Name	Current Fee	Total Cost	Difference
Annual Inspection	\$88	\$43	\$45
Initial Inspection	\$221	\$86	\$135
Re-inspection Fee (upon 3rd inspection)	\$97	\$43	\$54
<b>Tow Fees</b>			
OMC / CVC Tow Release	\$200	\$166	\$34
30-day Impound Release	\$245	\$235	\$10
DUI Arrest Tow Release	\$285	\$199	\$86

Most of the fees administered by the Police Department show an under-recovery. 'New ABC License Application' and the 'Witness Fee' are deposits, and the 'False Alarm' and 'Tow' fees are considered penalties, so they will not be discussed here. Of the remaining fees, the largest user fee under-recovery is in relation to 'Massage Operator Testing Service – Background Information' (\$150), followed by 'Business License Review' and 'Vehicle ID Verification' at about \$100 and \$85, respectively.

The 'Retail Establishment Inspection-Firearms' category shows overages that range from a high of around \$140 to a low of approximately \$40; these overcharges are a result of process improvements that have resulted in reduced staff time and effort required to administer the service. The Police Department also administered various fines; these charges do not fall within the scope of the study and are not presented here.

## ANNUAL REVENUE IMPACT

Based on the prior year's (FY23/24) workload information, Police has an under-recovery of roughly \$24,000. The following table shows the revenue at current fee, total projected annual cost, and the resulting difference by major fee category.

TABLE 22: ANNUAL RESULTS – POLICE

Fee Category	Revenue at Current Fee	Annual Cost	Difference
Massage Operator Testing Service	\$1,140	\$1,637	(\$497)
Other Fees	\$44,831	\$63,410	(\$18,579)
Parking Permits	\$16,170	\$21,759	(\$5,589)
Retail Establishment Inspection-Firearms	\$1,453	\$688	\$765
<b>Total</b>	<b>\$63,594</b>	<b>\$87,494</b>	<b>(\$23,900)</b>

Police has an annual cost recovery of 73%.<sup>14</sup> At \$8,000, the largest contributor to the Department's deficit is 'Private Property Impound'. Currently, the City charges \$18 for this service, the total cost was calculated to be \$32, resulting in a \$14 per unit deficit. While the per unit deficit may be minimal, the department administered this fee 561 times last year. The high volume of this fee means even a small increase would help to bridge the cost recovery gap.

<sup>14</sup> Fines, citations, and penalties were not included in these calculations, as they do not follow the same legal regulations as user fees and may exceed cost recovery as appropriate.

## PUBLIC WORKS

The Public Works Department is responsible for environmental compliance, sustainability, street and traffic engineering, construction engineering, solid and hazardous waste, stormwater, wastewater, and water services. The fees examined in this study include those for public and private improvement plan check and inspection, encroachments, grading, industrial waste, water service, stormwater plans, and flood plain permits. The following subsections discuss fee schedule modifications and detailed per unit results for the fee-related services provided by Public Works.

### FEE SCHEDULE MODIFICATIONS

In discussions with Public Works' staff, the following modifications were proposed to the current fee schedule:

- **New Fees:** Staff proposed the addition of the following fees as they highlight services already offered but not codified on the fee schedule:
  - 'Traffic Control Plan Review: Minor and Major'
  - 'Granting Easement on City Property'
  - 'Bulky Item Pickup'
  - 'Self-Hauling Permit'
  - 'Streetlight Banner'
  - 'Streetlight Banner Renewal/Extension'
  - 'Fire Hydrant Flow Test'
  - 'Tree Planting - 36 in Box Tree'
- **Modified Fees:** The following dot points represent various miscellaneous modifications that were made to the fee schedule:
  - The 'Waste Bins and Pods' fee was renamed the 'Storage Bins Application' fee to better reflect the service offered.
  - 'Grease Interceptor Installed in City ROW' was rephrased to better reflect the service offered.
  - 'Street work / Trench Repair' was modified to include more accurate valuation scenarios.
  - 'Waste Management Plan' was moved from Planning to the Public Work's fee schedule as this fee is now under the purview of the Field Services Division.
  - In an effort to more accurately capture staff time and effort and variable material costs, all fees within the 'Metered Services (complete installation by city)' and 'Hot Taps by City (Trench Excavation by contractor)' categories were converted from flat fees to deposit-based fees.

- **Eliminated Fees:** Staff proposed eliminating the following fees as these services are no longer offered or the City no longer desires to assess a fee for them:
  - Simple Research & CD Prep
  - Extensive Research
- **Expanded Fees:** Due to variability in how the fees are administered, staff proposed expanding the following fee categories into separate fees to separately charge for City Processing and Contract Cost:
  - 'Old Towne Plaza Outdoor Dining Sidewalk Cleaning'
  - 'Returned Payment Processing Charge'
  - 'Tree Removal'
  - 'Tree Planting - 24 in Box Tree'

The modifications noted above ensure that the proposed fee schedule more accurately reflects the services being provided by Public Works staff.

## DETAILED RESULTS

The Public Works Department collects fees for lot line adjustments, certificates of compliance, minor encroachment permits, graffiti removal, tree removal, and research fees. The total cost calculated for each service includes direct staff costs and Departmental and Citywide overhead. The following table details the fee name, current fee, total cost, and difference associated with each service offered.

**TABLE 23: TOTAL COST PER UNIT RESULTS – PUBLIC WORKS**

Fee Name	Current Fee	Total Cost	Difference
<b>PUBLIC WORKS - ENGINEERING DIVISION</b>			
<b>DEVELOPMENT SERVICES</b>			
Lot Line Adjustment	\$2,393	\$2,828	(\$435)
Certificate of Compliance	\$2,393	\$2,828	(\$435)
Certificate of Correction / Amended Map	\$2,392	\$2,828	(\$436)
Process Grading Application	\$345	\$689	(\$344)
<b>Encroachment Permits:</b>			
Process Encroachment Application	\$327	\$535	(\$208)
Storage Bins Application	\$228	\$265	(\$37)
<b>Traffic Control Plan Review</b>			
Minor	New	\$308	N/A
Major	New	\$721	N/A
<b>Driveways</b>			
Non-arterial Residential	\$638	\$755	(\$117)
Arterial Commercial	\$1,147	\$1,209	(\$62)
Sidewalk	\$567	\$755	(\$188)
<b>Street work / Trench Repair:</b>			

Fee Name	Current Fee	Total Cost	Difference
0-100 feet	\$928	\$1,510	(\$582)
101 to 500 feet	Modified	\$1,969	N/A
501-1000 feet	\$2,887	\$2,874	\$13
1,001 to 2,000 feet	Modified	\$4,642	N/A
Minor Encroachment Permit	\$426	\$604	(\$178)
Utility Lateral for house connection on residential streets Sewer	\$1,005	\$1,510	(\$505)
Lateral Replacement / Upgrade	\$1,854	\$2,110	(\$256)
Fire Service Connection			
Outdoor Dining Permits			
New Application	\$385	\$841	(\$456)
Renewal	\$205	\$383	(\$178)
Initial Inspection & Application - Mail Carriers, Newspaper Racks, Drop Off Boxes, Recycling Bins, etc.	\$100	\$478	(\$378)
Renewal Inspection - All Boxes	\$50	\$328	(\$278)
ENGINEERING SERVICES			
Flood Zone Written Notice	\$392	\$275	\$117
Street Addressing	\$789	\$787	\$2
Summary Abandonment	\$1,642	\$1,254	\$388
Full Abandonment	\$1,642	\$1,603	\$39
Quit Claims	\$1,642	\$1,254	\$388
Granting Easement on City Property	New	\$1,603	N/A
Grease Interceptor License	\$7,500	\$2,464	\$5,036
Map Sheets	\$208	\$280	(\$72)
PUBLIC WORKS - FIELD SERVICES DIVISION			
Removal of Abandoned Shopping Cart	\$56	\$60	(\$4)
Banner Installation & Removal	\$259	\$277	(\$18)
Graffiti Removal:			
0-50 sq. ft.	\$146	\$155	(\$9)
Each addl sq. ft.	\$0.75	\$0.80	(\$0.05)
Old Towne Plaza Outdoor Dining Sidewalk Cleaning			
City Processing	Modified	\$0.65	N/A
Tree Removal			
City Processing	Modified	\$120	N/A
Tree Planting - 24 in Box Tree			
City Processing	Modified	\$180	N/A
Tree Planting - 36 in Box Tree			
City Processing	New	\$180	N/A
Bulky Item Pickup	Actual Cost		
Self-Hauling Permit			
City Processing	New	\$689	N/A
Waste Management Plan	\$148	\$374	(\$226)
PUBLIC WORKS - TRAFFIC DIVISION			
Neighborhood Permit Parking Program			
Application	\$500	\$5,009	(\$4,509)
Processing Fee	\$500	\$1,508	(\$1,008)



Fee Name	Current Fee	Total Cost	Difference
<b>Transportation Permit<sup>15</sup></b>			
Per Trip	\$16	\$116	(\$100)
Annual	\$90	\$148	(\$58)
Streetlight Banner	New	\$460	N/A
Streetlight Banner Renewal/Extension	New	\$230	N/A
Plaza Banners (City events exempt)	\$200	\$410	(\$210)
<b>PUBLIC WORKS - WATER DIVISION</b>			
<b>FLAT FEES</b>			
<b>Plan Check &amp; Inspection Fee</b>			
Water Service, no on-site water facilities	\$595	\$600	(\$5)
<b>Metered Services (complete installation by city)</b>			
3/4"	\$3,500	\$8,050	(\$4,550)
1"	\$4,000	\$9,134	(\$5,134)
1.5"	\$4,500	\$11,474	(\$6,974)
2"	\$5,000	\$13,706	(\$8,706)
<b>Hot Taps by City (Trench Excavation by contractor)</b>			
4" Laterals	\$2,600	\$4,486	(\$1,886)
6" Laterals	\$3,200	\$5,560	(\$2,360)
8" Laterals	\$4,200	\$7,038	(\$2,838)
10" Laterals	\$5,000	\$8,325	(\$3,325)
12" Laterals	\$5,800	\$9,610	(\$3,810)
Broken Curb Stop	\$225	\$279	(\$54)
Pull Water Meter	\$175	\$183	(\$8)
Utility Account Establishment	\$50	\$66	(\$16)
As of Last Read Establishment Fee	\$25	\$27	(\$2)
Reconnection Fee - during business hours	\$70	\$111	(\$41)
After Hours Reconnection Surcharge	\$100	\$151	(\$51)
Research Fee	\$25	\$100	(\$75)
Monitoring Well Permit	\$151	\$304	(\$153)
<b>Returned Payment Processing Charge</b>			
First Returned Payment	\$25	\$68	(\$43)
Second & Subsequent Returned Payments	\$25	\$68	(\$43)
Service Call / Door Hanger	\$35	\$112	(\$77)
Delinquent Surcharge	\$30	\$165	(\$135)
Backflow Prevention Inspection	\$342	\$339	\$3
Fire Hydrant Flow Test	New	\$169	N/A

Of the fees which are not deposit-based, Public Works primarily under-recovers for their services. The largest deficits are in relation to 'Neighborhood Permit Parking Program' fees, with the application at a per-unit deficit of \$4,500 and the processing fee at a per-unit deficit of \$1,000. Most overages are within the Engineering Services section, ranging from a high of \$5,000 for 'Grease Interceptor License' to a low

<sup>15</sup> Cal. Code Regs. tit. 21 § 1411.3 (a)

of \$2 for 'Street Addressing'. These overages are due to adjustments in staff time and effort which reflect process improvements in administering these services.

## ANNUAL REVENUE IMPACT

Based on the prior year's (FY23/24) workload information, Public Works has a deficit of roughly \$398,000. The following table shows by major fee category: revenue at current fee, total projected annual cost, and the resulting difference.

**TABLE 24: ANNUAL RESULTS – PUBLIC WORKS**

<b>Fee Category</b>	<b>Revenue at Current Fee</b>	<b>Annual Cost</b>	<b>Difference</b>
Development Services	\$410,083	\$593,393	(\$183,310)
Engineering Services	\$95,643	\$95,401	\$242
Deposit-Based Fees	\$127,707	\$127,707	\$0
Field Services	\$118,899	\$300,460	(\$181,561)
Transportation Permit	\$12,602	\$46,464	(\$33,862)
<b>Total</b>	<b>\$764,933</b>	<b>\$1,163,424</b>	<b>(\$398,491)</b>

Public Works has an annual cost recovery of roughly 66%. The main contributor to this deficit at \$184,000 is in relation to Development Service fees, with roughly \$90,000 of that relating to 'Process Encroachment Application'. Currently, the City charges \$327 for this application, the total cost was calculated to be \$535, resulting in a per unit deficit of \$208. The per unit deficit coupled with it being administered 430 times in the last year impacts departmental cost recovery.

## DEVELOPMENT SERVICES SURCHARGES

There are two typical surcharges assessed as part of the development review process – General Plan Maintenance Fee and Technology fee. Currently, the City of Orange assesses both fees. The project team worked with staff to collect information to update the calculations of both types of surcharges. The following subsections discuss the calculation and application of the General Plan Maintenance Fee and Technology Fee and provides comparative context to other jurisdictions.

### GENERAL PLAN MAINTENANCE FEE

A General Plan Maintenance fee is meant to account for updates to the general plan, zoning ordinance, housing elements, and other long-range planning activities that are part of the larger General Plan.

The General Plan Maintenance fee is governed by Government Code Section 66014(b) which states that fees “may include the costs reasonably necessary to prepare and revise the plans and policies that a local agency is required to adopt before it can make any necessary findings and recommendations.” This code states that fees can be charged against zoning changes, zoning variances, use permits, building inspections, and filing applications.

More typically, the fee is charged during the building permit phase to ensure any development project, which gets to that phase, makes enough of an impact to require the need for an update to the Zoning Code or the General Plan. This fee should only be applied to major building permits (i.e., new or remodel / tenant improvements) rather than standalone permits, such as, water heaters or electrical outlets.

The annual cost to the City for updating their general plan is roughly \$417,000.

The City currently assesses their fee as a percentage of total project valuation. Due to this, the project team took the annual cost and divided it by the combined project valuation for applicable permits. The following table shows this calculation:

**TABLE 25: GENERAL PLAN MAINTENANCE FEE CALCULATION**

Category	Valuation
Total Annual Cost	\$417,000
Total Project Valuation	\$150,936,637
<b>General Plan Maintenance Fee</b>	<b>0.28%</b>

The calculated General Plan Maintenance Fee is 0.28%. Below is a comparison of the calculated fee to the City’s current fee, and the associated difference.

Fee	Current Fee	Total Cost	Difference
General Plan Update	0.05%	0.28%	(0.23%)

There is a 0.23% difference between what the City currently charges for its General Plan Maintenance Fee and the total cost calculated.

As part of this analysis, the project team conducted a comparative survey of other local jurisdictions and their assessment of a General Plan Maintenance Fee. Like other comparative efforts, the survey below simply shows the fees charged by the jurisdiction and does not include the basis upon which the other jurisdictions calculated or developed their fee. The following table shows the results of this comparative analysis:

**TABLE 26: GENERAL PLAN MAINTENANCE FEE – COMPARATIVE SURVEY**

<b>Jurisdiction</b>	<b>Fee Amount</b>
Brea	0.196% of project valuation
Huntington Beach	\$0.27 per sq. ft. of new construction
Costa Mesa	N/A
Fullerton	0.165% of Valuation
Garden Grove	N/A
Santa Ana	\$26.82 per building permit

Of the surveyed jurisdictions, Brea and Fullerton charge similarly to Orange and higher than Orange's current fee but lower than its full cost.

## TECHNOLOGY SURCHARGE FEE

A Technology Fee allows a jurisdiction to support the costs associated with its permitting system, staff time for managing the systems, acquiring the system, mobile devices used for permitting, etc.

The project team used the budgeted software costs to calculate the annual permit-related technology costs. The following table shows by cost category the annual cost:

**TABLE 27: TECHNOLOGY SURCHARGE COST COMPONENTS**

<b>Item</b>	<b>Total Cost</b>
Track Software Budget	\$236,707
Other Software Budget	\$25,000
<b>Total Software Costs</b>	<b>\$261,707</b>

Based on the software-related items needed to maintain the permitting system, annual technology-related costs are approximately \$262,000.

The City currently assesses two different technology fees, one based on the valuation and one based on a flat rate. It is recommended that the City consider transitioning to a percentage-based fee that can be applicable to Building, Planning, Development Engineering, and Fire Prevention permits. The project team calculated updated fees based on both the current valuation-based methodology and the suggested total fee methodology. The following table presents these results:

**TABLE 28: TECHNOLOGY SURCHARGE CALCULATION**

Category	Valuation	Total Permit Fees
Total Annual Cost	\$261,707	\$261,707
Total Permit Fee Cost	\$150,936,637	\$3,084,212
<b>Technology Fee</b>	<b>0.17%</b>	<b>9.5%</b>

The calculated technology fee using the new methodology would be 9.5% of the permit or project fee, while the fee calculated using the current methodology would be 0.17% of valuation.

As part of this analysis, the project team conducted a comparative survey of other local jurisdictions and their assessment of a Technology Fee. Like other comparative efforts, the survey below simply shows the fees charged by the jurisdiction and does not include the basis upon which the other jurisdictions calculated or developed their fee. The following table shows the results of this comparative analysis:

**TABLE 29: TECHNOLOGY SURCHARGE – COMPARATIVE SURVEY**

Jurisdiction	Fee Amount
Brea	.08% of project valuation
Huntington Beach	6% of permit fee
Costa Mesa	5% of Permit Fee
Fullerton	\$14.43 per permit
Garden Grove	\$10 per permit
Santa Ana	N/A

The surveyed jurisdictions assess their technology surcharges in several different ways, although each uses one consistent methodology for all permit types. Only Brea charges based on valuation; the City's calculated total cost using that methodology is about twice Brea's fee. Huntington Beach and Costa Mesa assess their technology surcharges as a percentage of the total permit fee; of the two, the proposed fee is most similar to Huntington Beach, but the City's fee would be higher than either jurisdiction.

## SURCHARGE FUND BEST PRACTICES

It is a best practice to collect and account for General Plan Maintenance and Technology surcharges in separate accounts, as doing so ensures compliance with funding requirements, enables appropriate allocation of funds to general plan or technology-related activities, and mitigates any potential issues with the comingling of funds. The City currently abides by this practice as their General Plan Maintenance and Technology revenue and expenditures are housed in a separate fund from the General Fund.

## COST RECOVERY CONSIDERATIONS

The following sections provide guidance regarding how and where to increase fees, determine annual update factors, and develop cost recovery policies and procedures.

### FEE ADJUSTMENTS

This study has documented and outlined on a fee-by-fee basis where the City is under- and over-collecting for its fee-related services. City and Department management will now need to review the study results and adjust fees per Departmental and City philosophies and policies. The following dot points outline the major options the City has in adjusting its fees:

- **Over-Collection:** Upon review of the fees that were shown to be over-collecting for costs of services provided, the City should reduce the current fee to be in line with the full cost of providing the service.
- **Full Cost Recovery:** For fees that show an under-collection for costs of services provided, the City may decide to increase the fee to full cost recovery immediately.
- **Phased Increase:** For fees with significantly low-cost recovery levels, or which would have a significant impact on the community, the City could choose to increase fees gradually over a set period.

The City will need to review the results of the fee study and associated cost recovery levels and determine how best to adjust fees. While decisions regarding fees that currently show an over-recovery are straightforward, the following subsections provide further detail on why and how the City should consider either implementing Full Cost Recovery or a Phased Increase approach to adjusting its fees.

### FULL COST RECOVERY

Based on the permit or review type, the City may wish to increase the fee to cover the full cost of providing services. Certain permits may be close to cost recovery already, and an increase to full cost may not be significant. Other permits may have a more significant increase associated with full cost recovery.

Increasing fees associated with permits and services that are already close to full cost recovery can potentially bring a Department's overall cost recovery level higher. Often, these minimal increases can provide necessary revenue to counterbalance fees that cannot be increased.

The City should consider increasing fees for permits for which services are rarely engaged to full cost recovery. These services often require specific expertise and can involve more complex research and review due to their infrequent nature. As such, setting these fees at full cost recovery will ensure that when the permit or review is requested, the City is recovering the full cost of its services.

## PHASED INCREASES

Depending on current cost recovery levels, some current fees may need to be increased significantly to comply with established or proposed cost recovery policies. Due to the type of permit or review or the amount by which a fee needs to be increased, it may be best for the City to use a phased approach to reaching its cost recovery goals.

As an example, you may have a current fee of \$200 with a full cost of \$1,000, representing 20% cost recovery. If the current policy is 80% cost recovery, the current fee would need to increase by \$600, bringing the fee to \$800, to comply with proposed recovery levels. Assuming this service is something the City provides quite often and affects various members of the community, an instant increase of \$600 may not be feasible. Therefore, the City could take a phased approach, whereby it increases the fee annually over a set period until cost recovery is achieved.

Raising fees over a set period not only allows the City to monitor and control the impact to applicants but also ensure that applicants have time to adjust to significant increases. Continuing with the example above, the City could increase the fee by \$150 per year for the next four years, spreading out the increase. Depending on the desired overall increase and the impact to applicants, the City could choose to vary the number of years by which it chooses to increase fees. However, the project team recommends that the City not phase increases for periods greater than five years, as that is the maximum window after which a comprehensive fee assessment should be completed.

## ANNUAL ADJUSTMENTS

Conducting a comprehensive analysis of fee-related services and costs annually would be quite cumbersome and costly. The general recommendation is that a comprehensive fee analysis should be conducted every three to five years. This allows jurisdictions to ensure they account for organizational changes, such as staffing levels and merit increases, and process efficiencies, code or rule changes, or technology improvements. Developing annual update mechanisms allow jurisdictions to maintain current levels of cost recovery, while accounting for increases in staffing or expenditures related to permit services. The two most common types of update mechanisms are Consumer Price Index (CPI) and Cost of Living Adjustment (COLA) factors. The following points provide further detail on each of these mechanisms:

- **COLA / Personnel Cost Factor:** Jurisdictions often provide their staff with annual salary adjustments to account for increases in local cost of living. These increases are not tied to merit or seniority but rather meant to offset rising costs associated with housing, gas, and other livability factors. Sometimes these factors vary depending on the bargaining group of a specific employee. Generally, these factors are around two or three percent annually.
- **CPI / ECI Factor:** A common method of increasing fees or cost is to look at regional cost indicators, such as the Consumer Price Index or Employment Cost Index. These factors are calculated by the Bureau of Labor Statistics, are put out at various intervals within a year, and are specific to states and regions.

The City of Orange should review its current options internally (COLA) as well as externally (CPI / ECI) to determine which option better reflects the goals of the Departments and the City. If choosing a CPI / ECI factor, the City should outline which CPI / ECI should be used, including specific region and adoption date. If choosing an internal factor, the City should be sure to specify which factor if multiple exist.

## POLICIES AND PROCEDURES

This study has identified areas where the City is under-collecting the costs associated with providing services. This known funding gap is therefore being subsidized by other City revenue sources.

Development of cost recovery policies and procedures will ensure that current and future decision makers understand how and why fees were determined and set, as well as provide a road map for ensuring consistency when moving forward. The following subsections outline typical cost recovery levels and discuss the benefits of developing target cost recovery goals and procedures for achieving and increasing cost recovery.

## TYPICAL COST RECOVERY

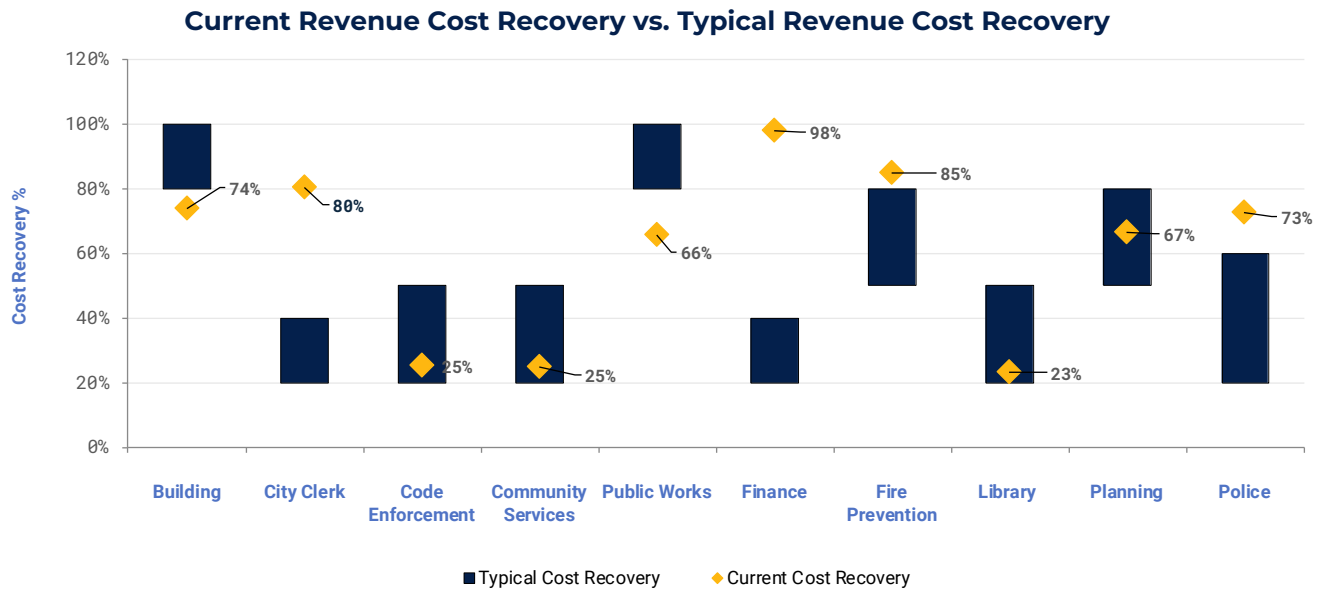
The Matrix Consulting Group has extensive experience in analyzing local government operations across the United States and has calculated typical cost recovery ranges. The following table outlines cost recovery ranges by major service area.

**TABLE 30: TYPICAL COST RECOVERY RANGES BY MAJOR SERVICE AREA**

Service Areas	Typical Cost Recovery Ranges
City Clerk	20-40%
Community Development – Building	80-100%
Community Development – Code Enforcement	20-50%
Community Development – Planning	50-80%
Community Services	20-50%
Finance	20-40%
Fire Prevention	50-80%
Library	20-50%
Police	20-60%
Public Works	80-100%

Information presented in the table above is based on the Matrix Consulting Group's experience in analyzing local governments' operations across the United States and within California and reflects typical cost recovery ranges observed by local adopting authorities. The following graph depicts how Orange compares to industry cost recovery range standards.





Planning is within the typical cost recovery range, along with Library, Code Enforcement, and Community Services, which are near the bottom of their typical ranges. City Clerk, Finance, Fire, and Police all exceed the typical cost recovery range. Public Works and Building fall below typical cost recovery.

## DEVELOPMENT OF COST RECOVERY POLICIES AND PROCEDURES

The City should review the current cost recovery levels and adopt a formal policy regarding cost recovery. This policy can be general in nature and can apply broadly to the City as a whole or to each department and division specifically. A department-specific cost recovery policy would allow the City to better control the cost recovery associated with different types of services being provided and the community benefit received.

## APPENDIX – COMPARATIVE SURVEY

As part of the Cost of Services (User Fee) study for the City of Orange, Matrix Consulting Group conducted a comparative survey of user fees. The City identified six municipalities to be included in the comparative survey: Brea, Costa Mesa, Fullerton, Garden Grove, Huntington Beach, & Santa Ana. The project team then reviewed public documents (i.e., agenda items, staff reports, budgets, fee schedules, and ordinances) and or contacted jurisdictions to get comparative information.

While this full report provides the City with a reasonable estimate and understanding of the true costs of providing services, many jurisdictions also wish to benchmark themselves against other comparable jurisdictions to understand the local “rates” for comparable services. This type of comparative analysis allows for the City to assess what types of changes in fee levels their community can bear. However, benchmarking does not provide adequate information regarding the relationship of other jurisdiction’s costs to their fees (i.e., policy decisions to subsidize, cost recovery goals, etc.). To contextualize this portion of the analysis, the project team provided economic and recency factors for the comparable jurisdictions.

The following sections detail various factors to consider when reviewing comparative survey results, as well as graphical comparisons of current fees and total calculated costs for various permits issued or services provided by the City.

### ECONOMIC FACTORS

To provide additional context to the comparative survey information, the project team collected economic factors for the jurisdictions included. Three important economic factors to consider when comparing fees across multiple jurisdictions are: population, budget, and workforce size. These factors can impact how and when fees are administered, as a jurisdiction with a smaller population may choose to not charge a fee, or a smaller workforce size may inhibit their ability to administer a fee.

The following tables rank each jurisdiction from smallest to largest for each of these economic factors:

**TABLE 31: RANKING OF JURISDICTIONS BY POPULATION**

Jurisdiction	Population <sup>16</sup>
Brea	47,900
Costa Mesa	110,321
<b>Orange</b>	<b>139,724</b>
Fullerton	141,469
Garden Grove	171,492
Huntington Beach	193,134
Santa Ana	315,325

<sup>16</sup> California Finance estimates as of 1/1/2024 were used to determine each jurisdiction’s population.

**TABLE 32: RANKING OF JURISDICTIONS BY CITYWIDE TOTAL BUDGET**

Jurisdiction	FY24-25 Budget <sup>17</sup>
Garden Grove	\$52,793,000
Brea	\$66,099,196
Fullerton	\$132,859,319
Costa Mesa	\$189,900,000
<b>Orange</b>	<b>\$284,687,614</b>
Huntington Beach	\$527,220,700
Santa Ana	\$842,947,470

**TABLE 33: RANKING OF JURISDICTIONS BY FTE**

Jurisdiction	FY24-25 Authorized FTE
Brea	385.76
Fullerton	664.10
Costa Mesa	701.98
<b>Orange</b>	<b>718.81</b>
Garden Grove	803.00
Huntington Beach	1005.75
Santa Ana	1424.00

When compared to the surveyed jurisdictions, the City of Orange ranks near the middle in terms of population, but on the lower end for budget and staffing.

## RECENCY FACTOR

While the above comparative information can provide some perspective when paralleling Orange's fees with surveyed jurisdictions, other key factors to consider are when a jurisdiction's fee schedule was last updated and when the last comprehensive analysis was undertaken. It is important to note that even though jurisdictions may have conducted recent fee studies, their fees are not always adopted at full cost recovery. The comparative results only show the adopted fee for the surveyed jurisdiction, not necessarily the full cost associated with the comparable service.

The following tables detail when each surveyed jurisdiction last conducted a fee analysis and when they last updated their fee schedule:

**TABLE 34: LAST FEE SCHEDULE UPDATE**

Jurisdiction	Response
Brea	2024
Santa Ana	2024
Fullerton	2024
Garden Grove	2024
Huntington Beach	2024

<sup>17</sup> To ensure appropriate comparisons, full operating budget (all funds) has been used for all jurisdictions.

Jurisdiction	Response
Costa Mesa	2023

TABLE 35: LAST FEE STUDY CONDUCTED

Jurisdiction	Response
Garden Grove	2025
Brea	2024
Huntington Beach	2023
Costa Mesa	2002
Fullerton	2019
Santa Ana	N/A

With the exception of Costa Mesa, whose fee schedule was adopted in 2023, all surveyed jurisdictions have published an updated fee schedule within the last year. Garden Grove, Brea, and Huntington Beach have all conducted fee studies within the last five years. The city of Santa Ana does not have available data on their most recent fee study.

## ADDITIONAL FACTORS

Along with keeping the statistics outlined in the previous sections in mind, the following issues should also be noted regarding the use of market surveys in the setting of fees for service:

- **Cost Recovery Factors:** Each jurisdiction and its fees are different, and many are not based on the actual cost of providing services as various policy decisions may subsidize services.
- **Fee Variance Factors:** The same “fee” with the same name may include different steps or sub-activities. Jurisdictions also provide varying levels of service and have varying levels of costs associated with providing services such as staffing levels, salary levels, indirect overhead costs, etc.

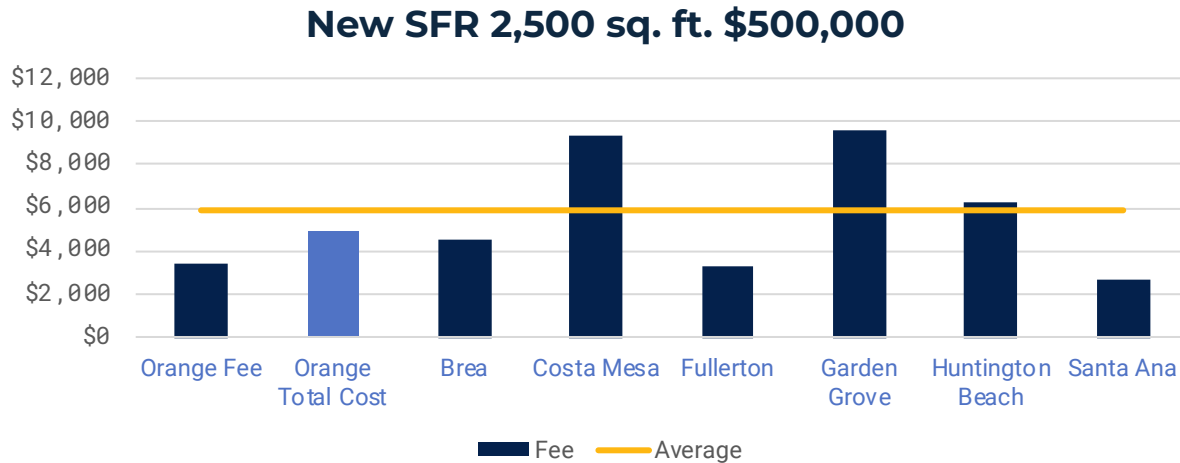
In addition to the issues noted, market surveys can also run the risk of creating a confusing excess of data that will obscure rather than clarify policy issues. Because each jurisdiction is different, the Matrix Consulting Group recommends that the information contained in the market comparison of fees be used as a secondary decision-making tool, rather than the primary method for determining an acceptable price point for services.

## COMPARATIVE SURVEY RESULTS

As part of this study, the project team conducted a survey of how the City’s current user fees and calculated full cost compare to other identified jurisdictions. The following subsections provide a comparative look at several fee-related services provided by the City versus the surveyed jurisdictions.

**1 SFR - NEW - SQ. FT. 2,500 - VALUED \$500,000**

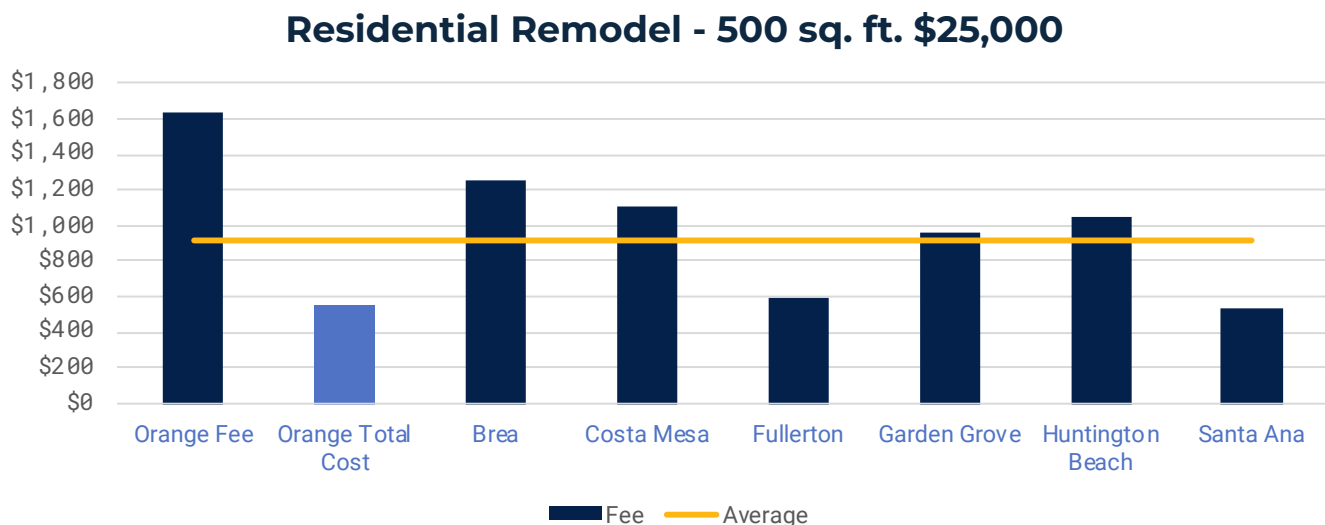
Building currently charges a fee of \$3,454 a 2,500 square foot new single family R3 occupancy building valued \$500,000. Through this study, the project team calculated the full cost of this service to be \$4,874. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.



Orange's current fee is in the middle at \$3,454 when compared to other jurisdictions. Orange's full cost of \$4,874 is below the jurisdictional average of \$5,932. The City's current fee is most similar to Fullerton's fee of \$3,291, while the calculated full cost is most comparable to Brea's fee at \$4,500.

**2 SFR - REMODEL - SQ. FT. 500 - VALUED \$25,000**

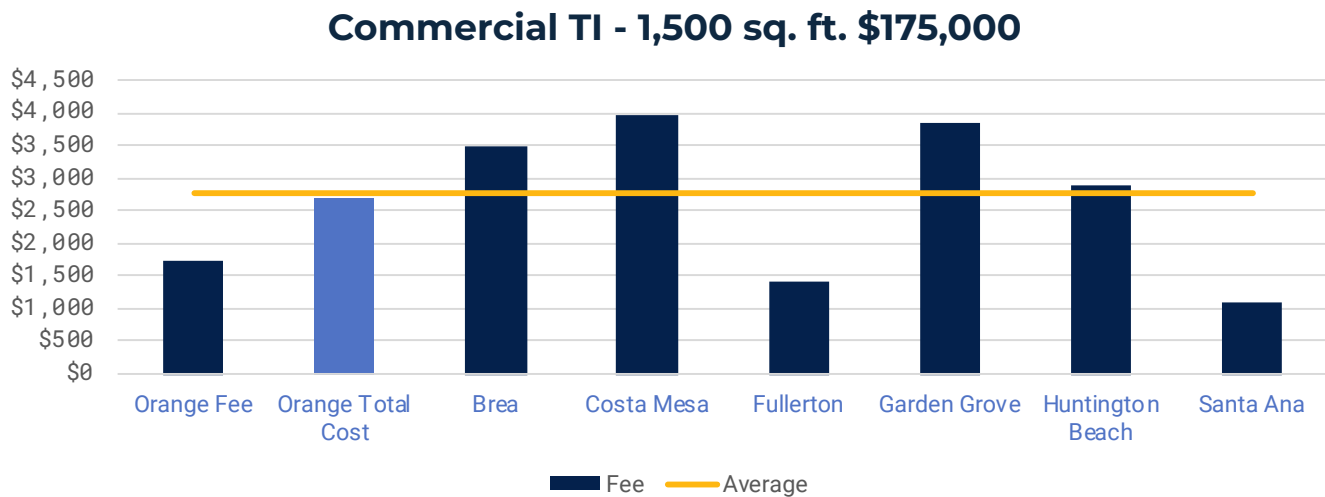
Building currently charges a fee of \$1,630 for a 500 square foot remodel of a single-family home valued \$25,000. Through this study, the project team calculated the full cost of this service to be \$557. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.



Orange's current fee is in the highest at \$1,630 when compared to other jurisdictions. Orange's full cost of \$557 is below the jurisdictional average of \$912. The City's current fee is most comparable to Brea at \$1,250, while the full cost is most similar to Santa Ana's fee of \$530.

### 3 COMMERCIAL - TI - SQ. FT. 1,500 - VALUED \$175,000

Building currently charges a fee of \$1,727 for a 1,500 square foot Commercial TI valued at \$175,000. Through this study, the project team calculated the full cost of this service to be \$2,683. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

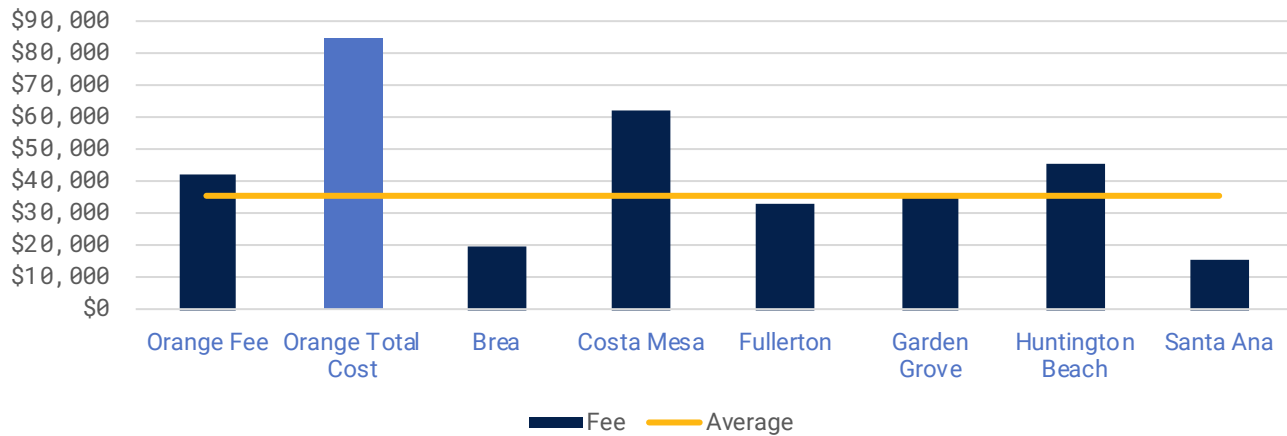


Orange's full cost of \$2,683 is in alignment with the jurisdictional average of \$2,787. The City's current fee is most similar to Fullerton's fee of \$1,425, while the calculated full cost is most comparable to Huntington Beach's at \$2,878.

### 4 COMMERCIAL - NEW - SQ. FT. 50,000 - VALUED \$5.7 MILLION

Building currently charges a fee of \$42,288 for a 50,000 sq. ft. Commercial new building valued at \$5.7 million. Through this study, the project team calculated the full cost of this service to be \$85,079. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

## New Commercial - 50,000 sq. ft. \$5.7 million

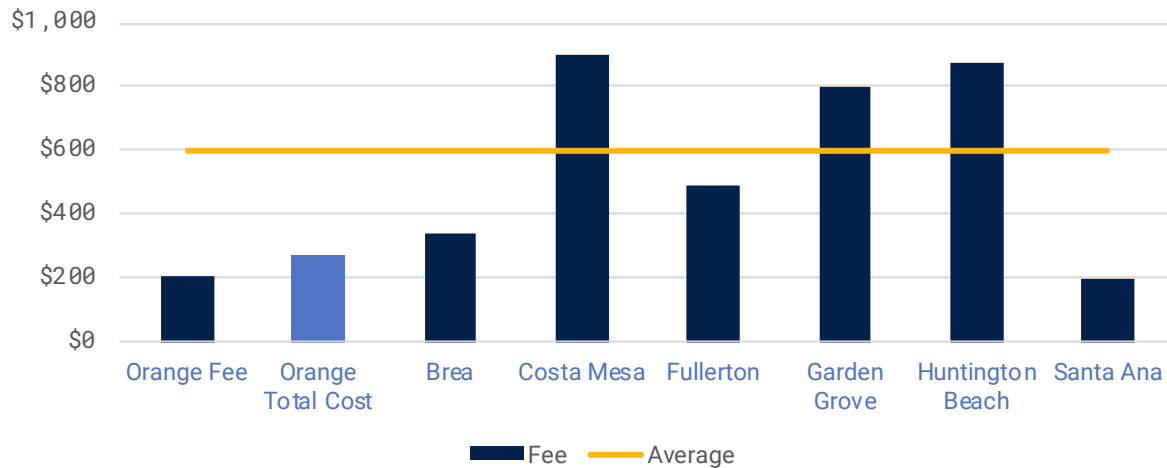


Orange's current and full cost fees are above the jurisdictional average of \$35,427. Its full cost fee is closest to Costa Mesa's fee of \$62,378.

## 5 RE-ROOF: RESIDENTIAL; VALUED AT \$20,000

Building currently charges a fee of \$206 for a Residential re-roof valued at \$20,000. Through this study, the project team calculated the full cost of this service to be \$269. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

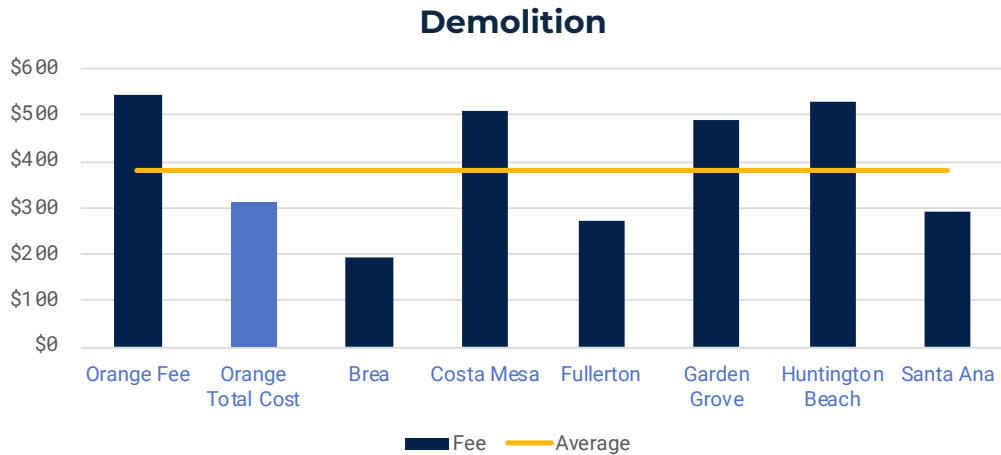
### Residential-Reroof



At \$206, Orange's current fee is the lowest when compared to other jurisdictions. Orange's full cost of \$269 is below the jurisdictional average of \$600. The City's current and full cost fee is most similar to Santa Ana's fee of \$195.

## 6 DEMOLITION RESIDENTIAL AND COMMERCIAL.

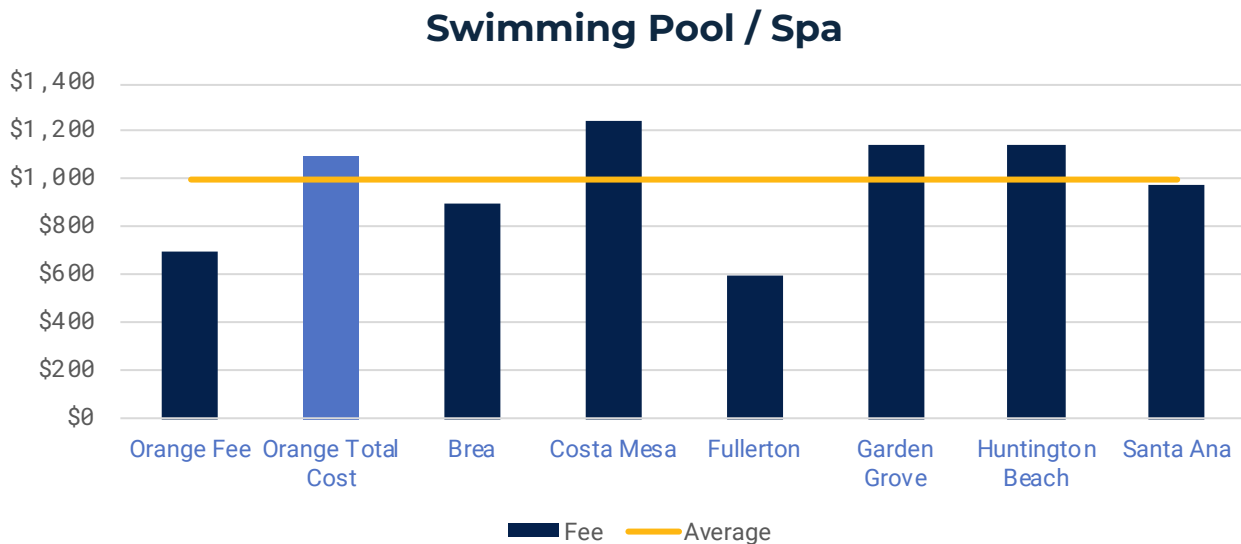
Building currently charges a fee of \$546 for a Residential and Commercial Demolition permit. Through this study, the project team calculated the full cost of this service to be \$315. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.



Orange's current fee of \$546 is higher than all other jurisdictions. Orange's full cost of \$315 is below the jurisdictional average of \$381. The City's current fee is most similar to Huntington's Beach's fee of \$532, while the calculated full cost is most comparable to Santa Ana's at \$292.

## 7 SWIMMING POOL / SPA - GUNITE; 700 SQ. FT. / VALUED AT \$30,000

Building currently charges a fee of \$695 for a Swimming Pool / Spa - Valued at \$30,000. Through this study, the project team calculated the full cost of this service to be \$1,099. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

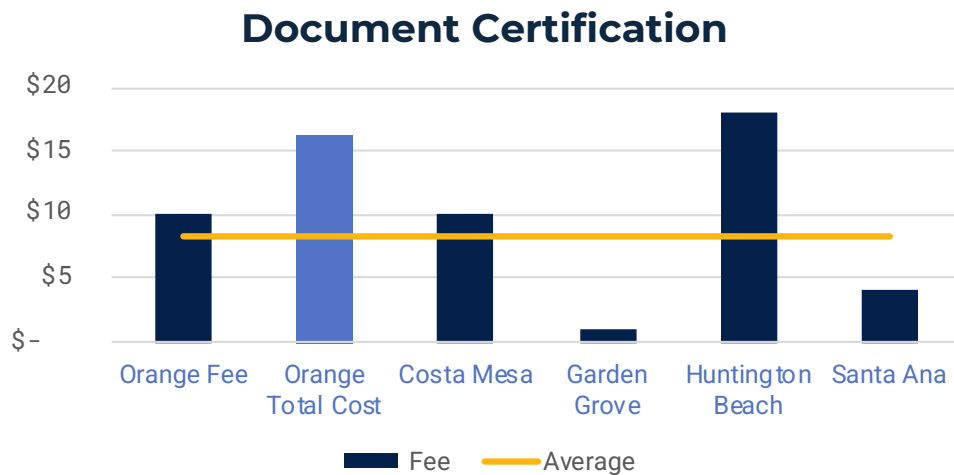




Orange's current fee is in the middle at \$695 when compared to other jurisdictions. Orange's full cost of \$1,099 is above the jurisdictional average of \$1,002. The City's current fee is most similar to Huntington Beach's fee of \$703, while the calculated full cost is most comparable to Santa Ana's at \$980.

## 8 DOCUMENT CERTIFICATION

City Clerk currently charges a fee of \$10 for a Document Certification. Through this study, the project team calculated the full cost of this service to be \$16. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

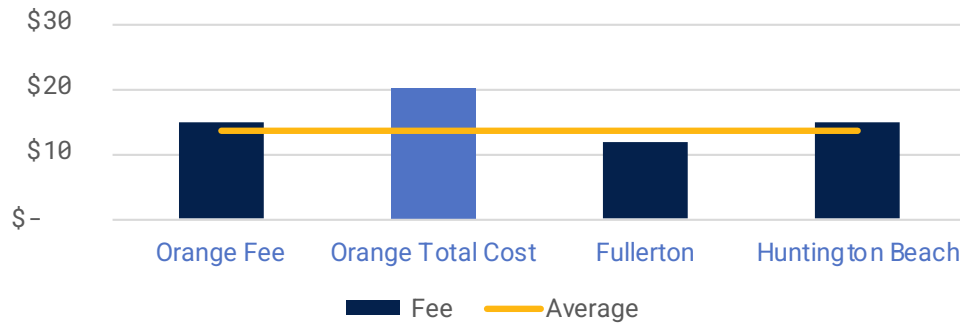


Orange's current fee is in the middle at \$10 when compared to other jurisdictions. Orange's full cost of \$16 is above the jurisdictional average of \$8. At \$10, Costa Mesa charges the same fee as the City's current fee, while the calculated full cost is most comparable to Huntington Beach's fee at \$18.

## 9 PASSPORT PHOTO

City Clerk currently charges a fee of \$15 for a Passport Photo. Through this study, the project team calculated the full cost of this service to be \$20. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

## Passport Photo

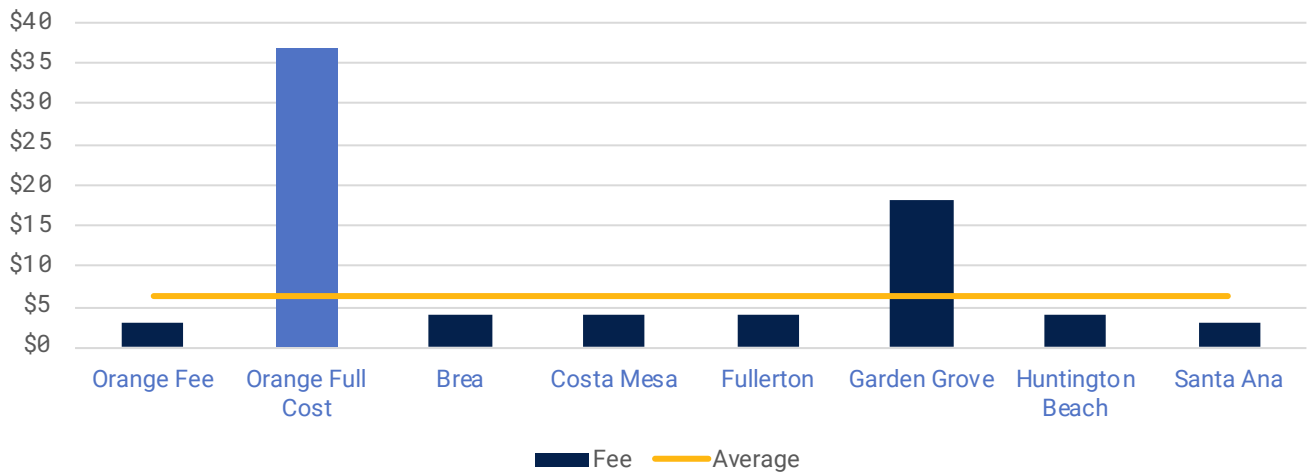


At \$15, Huntington Beach charges the same fee as Orange's current fee. Orange's full cost of \$20 is above the jurisdictional average of \$14.

## 10 AQUATICS: RECREATIONAL SWIM

Community Services currently charges a fee of \$3 for Recreational Swim. Through this study, the project team calculated the full cost of this service to be \$37. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

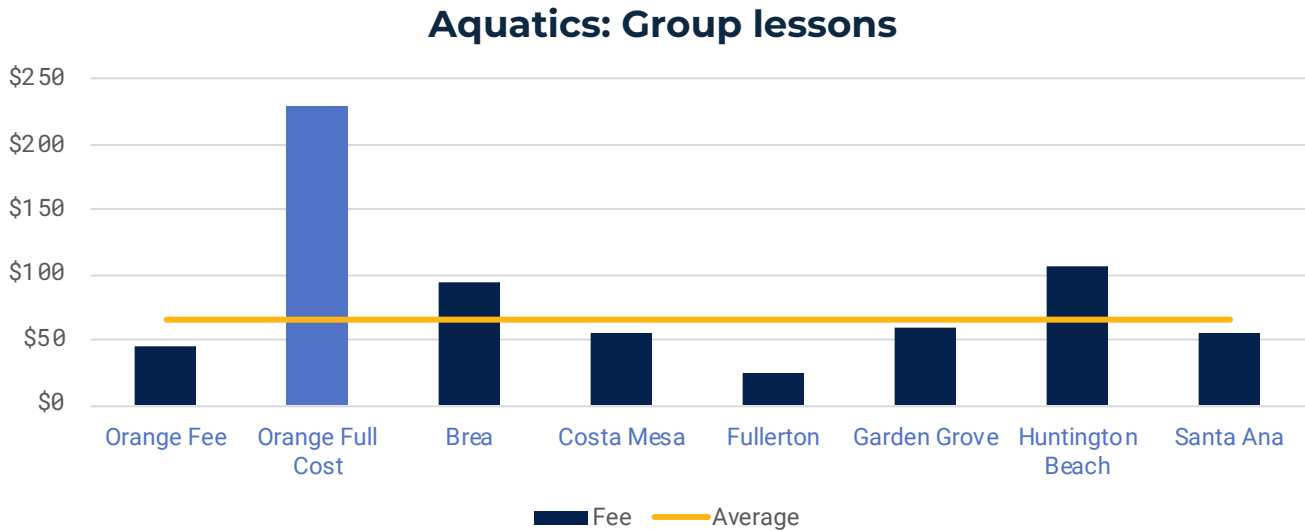
## Aquatics: Recreational Swim



At \$3, Santa Ana charges the same fee as Orange's current fee. Orange's full cost of \$37 is significantly above the jurisdictional average of \$6. The calculated full cost is most comparable to Garden Grove's fee of \$18.

## 11 AQUATICS: GROUP LESSONS

Community Services currently charges a fee of \$45 for Aquatics: Group lessons. Through this study, the project team calculated the full cost of this service to be \$230. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

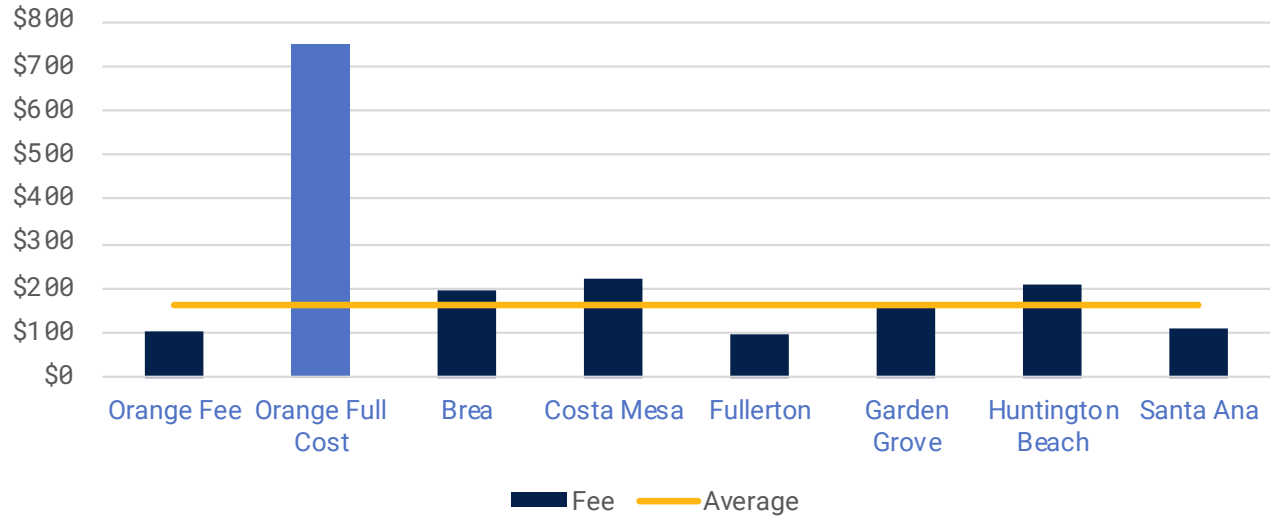


Orange's current fee is in on the lower at when compared to other jurisdictions. Orange's full cost of \$230 is above the jurisdictional average of \$66. The City's current fee is most similar to Costa Mesa and Santa Ana's fee of \$55, while the calculated full cost is most comparable to Huntington Beach's at \$106.

## 12 DAY CAMP: RESIDENT

Community Services currently charges a fee of \$105 for a Day Camp: Resident. Through this study, the project team calculated the full cost of this service to be \$750. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

## Day Camp: Resident

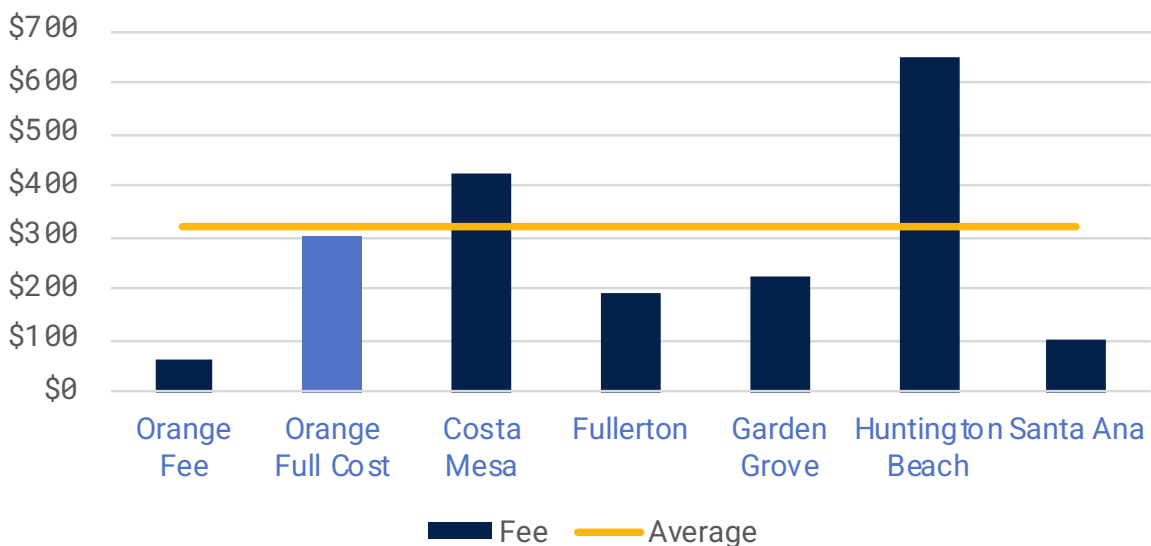


At \$105, Orange's current fee is in the middle when compared to other jurisdictions. Orange's full cost of \$750 is above the jurisdictional average of \$166. The City's current fee is most similar to Fullerton and Santa Ana's fee of \$110, while the calculated full cost is most comparable to Costa Mesa's at \$220.

### 13 SPECIAL EVENT APPLICATION

Community Services currently charges a fee of \$60 for a Special Event Application. Through this study, the project team calculated the full cost of this service to be \$300. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

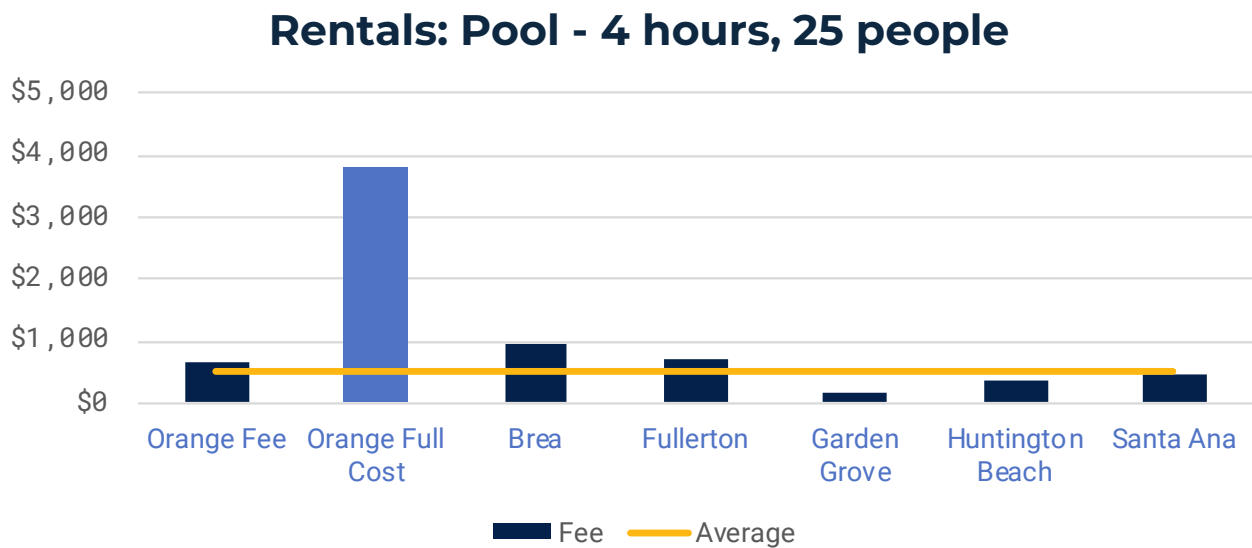
## Special Event Application



At \$60, Orange’s current fee is the lowest when compared to other jurisdictions. Orange’s full cost of \$300 is below the jurisdictional average of \$319. The City’s current fee is most similar to Santa Ana’s fee of \$100, while the calculated full cost is most comparable to Garden Grove’s at \$225.

#### 14 RENTALS: POOL - 4 HOURS, 25 PEOPLE

Community Services currently charges a fee of \$660 for a Rentals: Pool - 4 hours, 25 people. Through this study, the project team calculated the full cost of this service to be \$3,820. The following graph shows how Orange’s current fee and full cost compare to the surveyed jurisdictions.

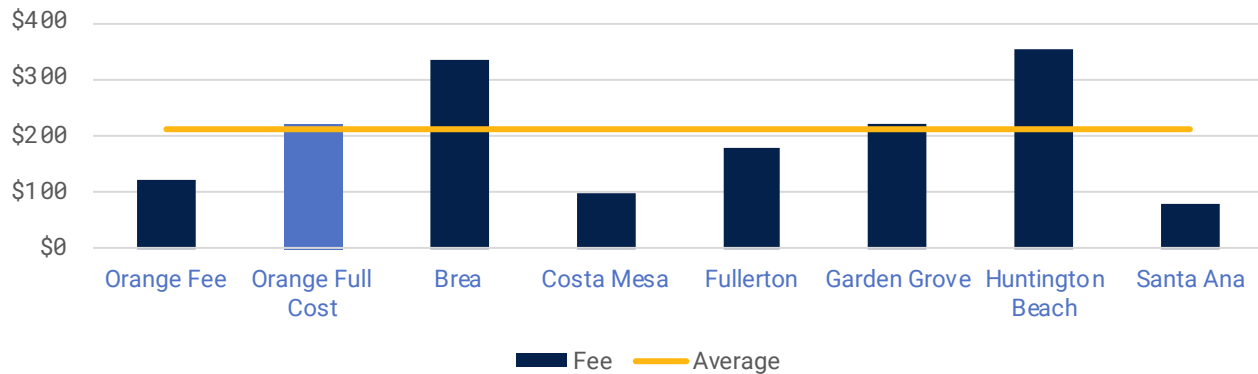


At \$660, Orange’s current fee is in the middle when compared to other jurisdictions. Orange’s full cost of \$3,820 is above the jurisdictional average of \$535. The City’s current fee is most similar to Fullerton’s fee of \$720, while the calculated full cost is most comparable to Brea’s at \$2,881.

#### 15 RENTAL: FACILITIES TIER I - 4 HOURS, RESIDENT

Community Services currently charges a fee of \$120 for a resident rental of its Tier I facilities for 4 hours. Through this study, the project team calculated the full cost of this service to be \$220. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

### Rental: Facilities Tier I - 4 Hours, Resident

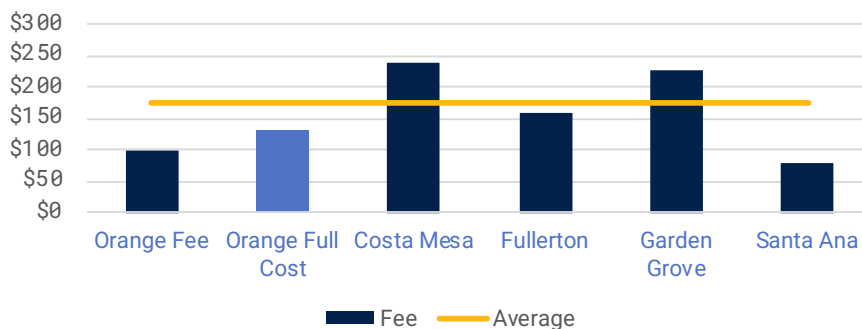


At \$120, Orange's current fee is in the middle when compared to other jurisdictions. Orange's full cost of \$220 is roughly aligned with the jurisdictional average of \$210. The City's current fee is most similar to Costa Mesa's fee of \$100, while the calculated full cost is most comparable to Garden Grove's at \$220.

### 16 RENTAL: PICNIC AREA - 6 HOURS, 100 PEOPLE, RESIDENT

Community Services currently charges a fee of \$100 for a Rental: Picnic Area - 6 Hours, 100 people, Resident. Through this study, the project team calculated the full cost of this service to be \$128. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

### Rental: Picnic Area - 6 Hours, 100 people, Resident

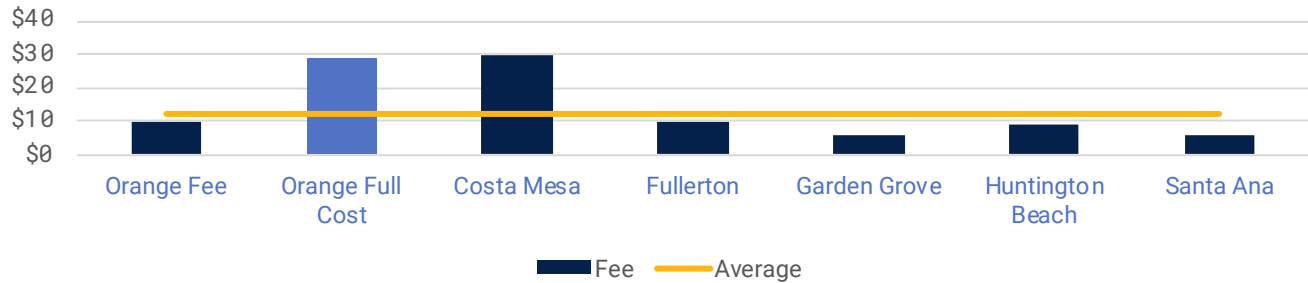


At \$100, Orange's current fee is in on the lower end when compared to other jurisdictions. Orange's full cost of \$128 is below the jurisdictional average of \$176. The City's current fee is most similar to Santa Ana's fee of \$77, while the calculated full cost is most comparable to Fullerton's at \$160.

### 17 RENTAL: COURT - LIGHTED, 1 HOURS, RESIDENT

Community Services currently charges a fee of \$10 for a Rental: Court - Lighted, 1 Hours, Resident. Through this study, the project team calculated the full cost of this service to be \$29. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

### Rental: Court - Lighted, 1 Hours, Resident

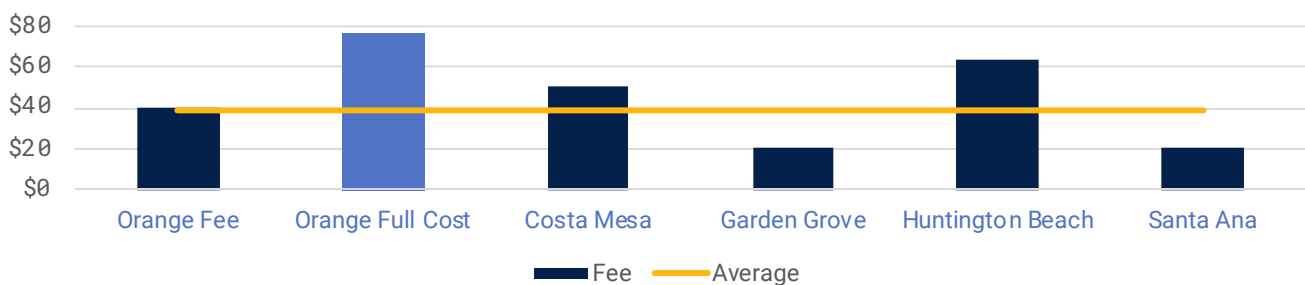


At \$10, Orange's current fee is in the middle when compared to other jurisdictions. Orange's full cost of \$29 is above the jurisdictional average of \$12. Fullerton's charges the same as the City's current fee, while the calculated full cost is most comparable to Costa Mesa's at \$30.

## 18 RENTAL: FIELD - NON-LIGHTED, 2 HOURS, RESIDENT

Community Services currently charges a fee of \$40 for a Rental: Field - Non-Lighted, 2 Hours, Resident. Through this study, the project team calculated the full cost of this service to be \$76. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

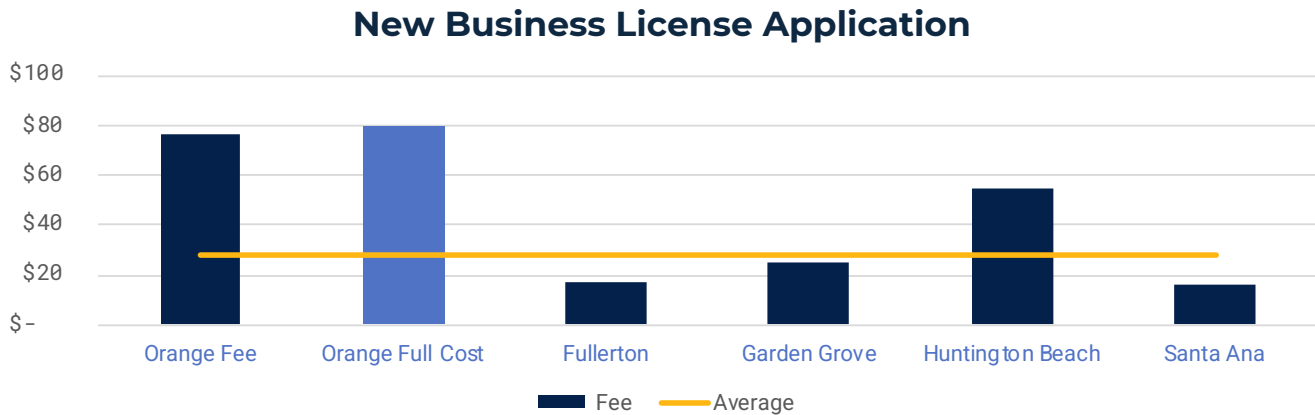
### Rental: Field - Non-Lighted, 2 Hours, Resident



At \$40, Orange's current fee is in the middle when compared to other jurisdictions. Orange's full cost of \$76 is above the jurisdictional average of \$39. The City's current fee is most similar to Costa Mesa's fee of \$50, while the calculated full cost is most comparable to Huntington Beach's at \$64.

## 19 NEW BUSINESS LICENSE APPLICATION

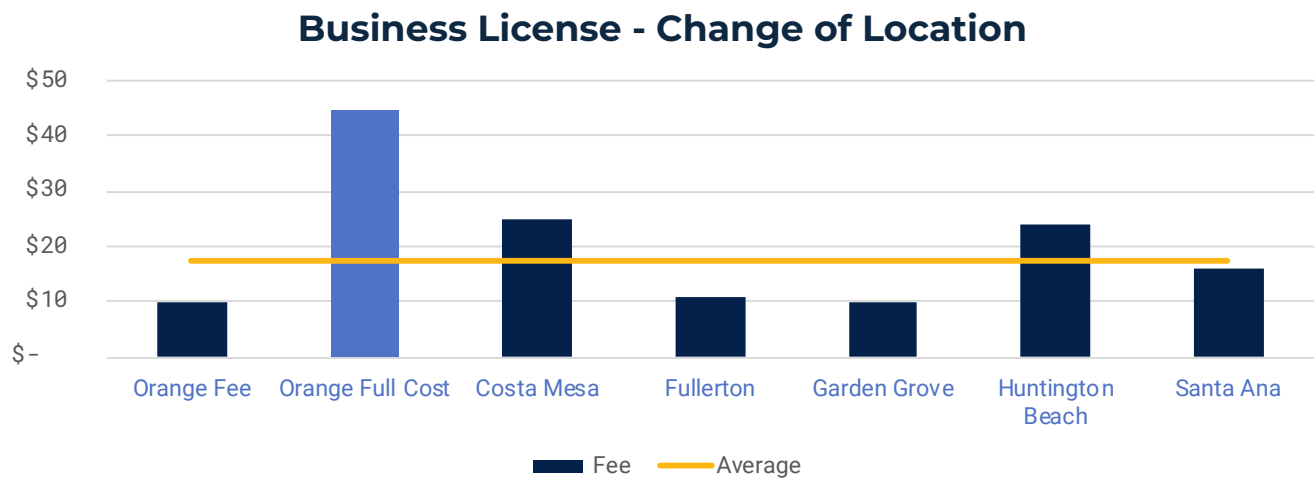
Finance currently charges a fee of \$76 for a New Business License Application. Through this study, the project team calculated the full cost of this service to be \$79. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.



Orange's current fee and full cost are the highest fee charged when compared to surveyed jurisdictions and both are above the jurisdictional average of \$28. The City's current fee and total cost are most similar to Huntington Beach's fee at \$55.

## 20 BUSINESS LICENSE - CHANGE OF LOCATION

Finance currently charges a fee of \$10 for a Business License – Change of Location. Through this study, the project team calculated the full cost of this service to be \$44. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

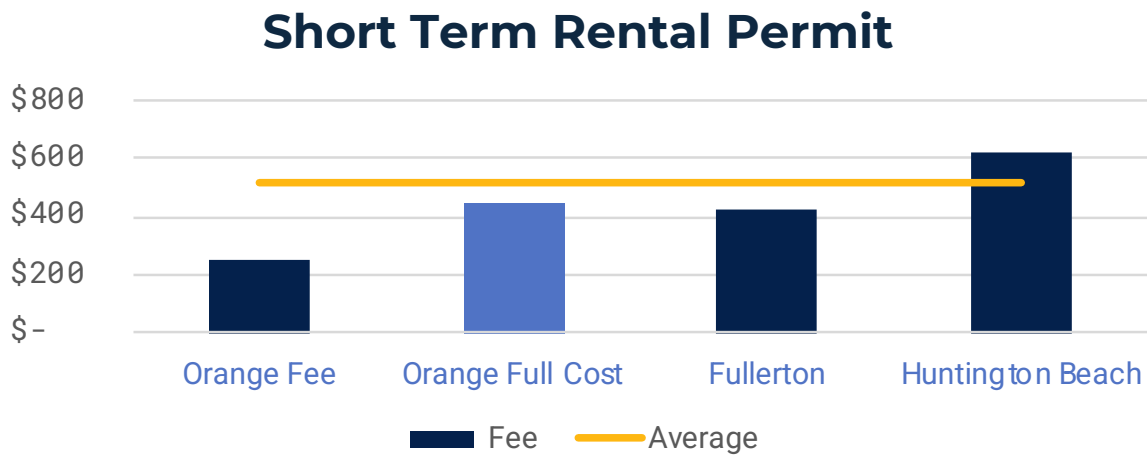


At \$10, Garden Grove charges the same as Orange's current fee. Orange's full cost of \$44 is above the jurisdictional average of \$17 and is most similar to the \$25 fee charged by Costa Mesa.

## 21 SHORT TERM RENTAL PERMIT



Finance currently charges a fee of \$250 for a Short-Term Rental Permit. Through this study, the project team calculated the full cost of this service to be \$491. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

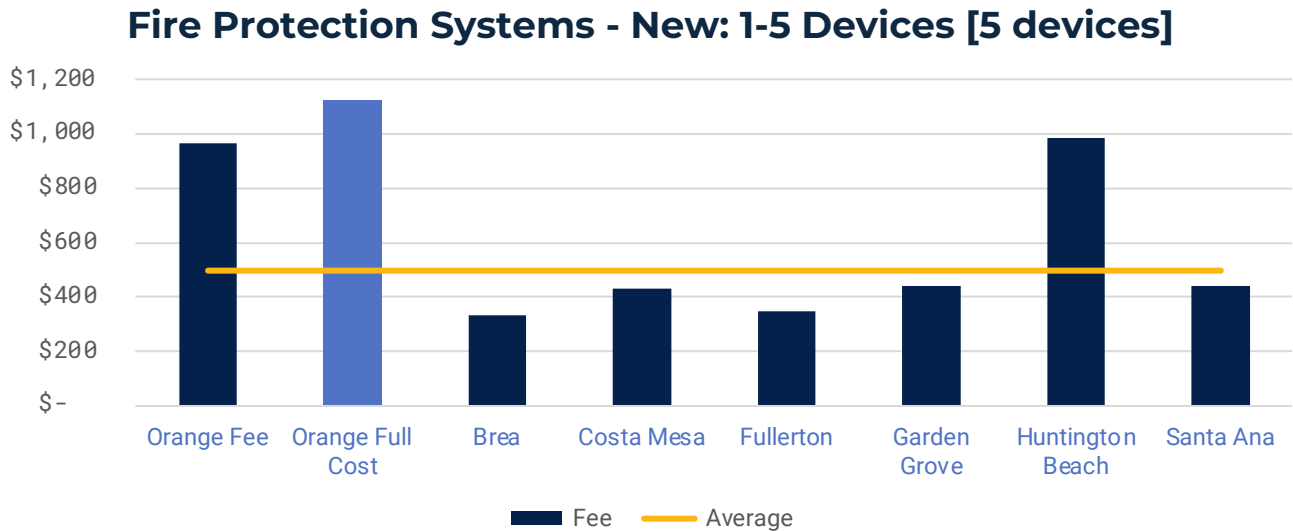


Orange's current fee at \$250 is the lowest fee when compared to other jurisdictions. Orange's full cost of \$491 is below the jurisdictional average of \$523. The City's current fee and total cost are most similar to Fullerton's fee at \$425.

## 22 FIRE PROTECTION SYSTEMS - NEW: 1-5 DEVICES [5 DEVICES]

Fire & Paramedic Services currently charges a fee of \$966 for a new Fire Protection Systems that includes five devices. Through this study, the project team calculated the full cost of this service to be

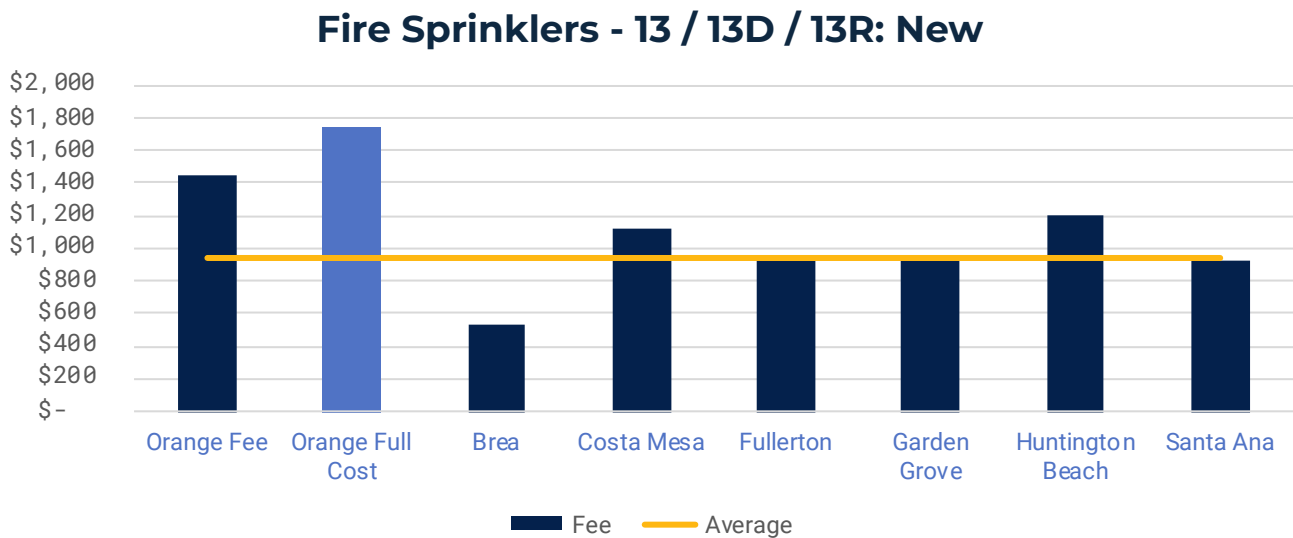
\$1,120. The following graph shows how Orange’s current fee and full cost compare to the surveyed jurisdictions.



Orange’s current fee (\$966) and full cost (\$1,120) are both above the jurisdictional average of \$496. Both of the City’s fees are most similar to the \$986 fee charged by Huntington Beach.

## 23 FIRE SPRINKLERS - 13 / 13D / 13R: NEW

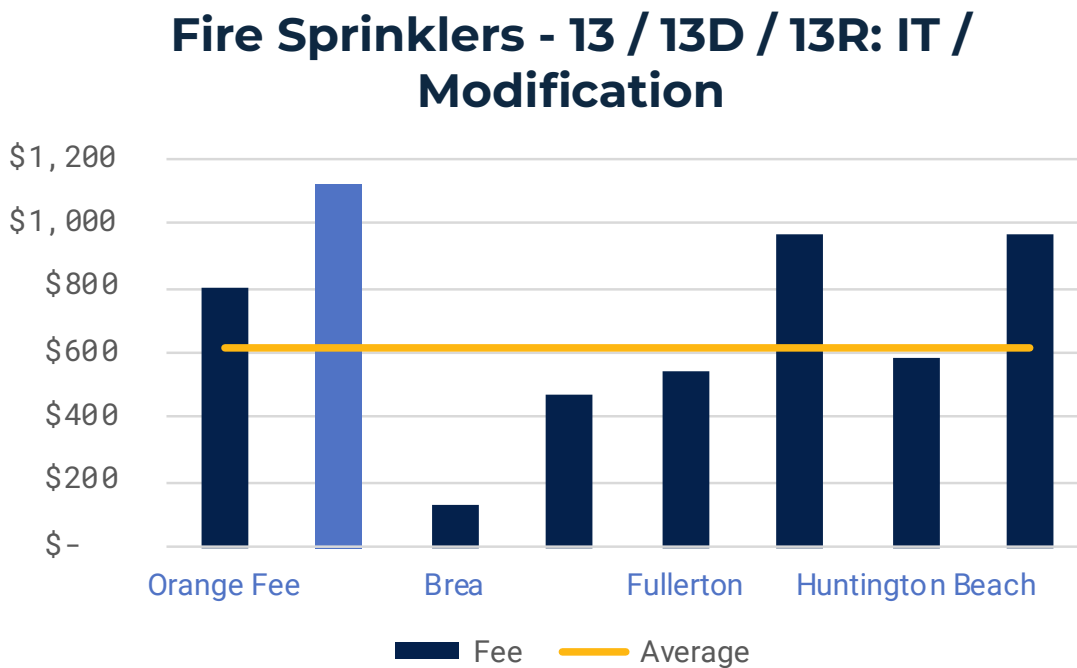
Fire & Paramedic Services currently charges a fee of \$1,449 for a new 13, 13D, or 13R Fire Sprinkler. Through this study, the project team calculated the full cost of this service to be \$1,744. The following graph shows how Orange’s current fee and full cost compare to the surveyed jurisdictions.



Orange's current fee (\$1,449) and full cost calculated (\$1,744) are the highest fees when compared to other jurisdictions and are above the jurisdictional average of \$939. Both of the City's fees are most similar to Huntington Beach's fee at \$1,205.

## 24 FIRE SPRINKLERS - 13 / 13D / 13R: IT / MODIFICATION

Fire & Paramedic Services currently charges a fee of \$805 for a modification to a 13, 13D, or 13R Fire Sprinkler. Through this study, the project team calculated the full cost of this service to be \$1,123. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

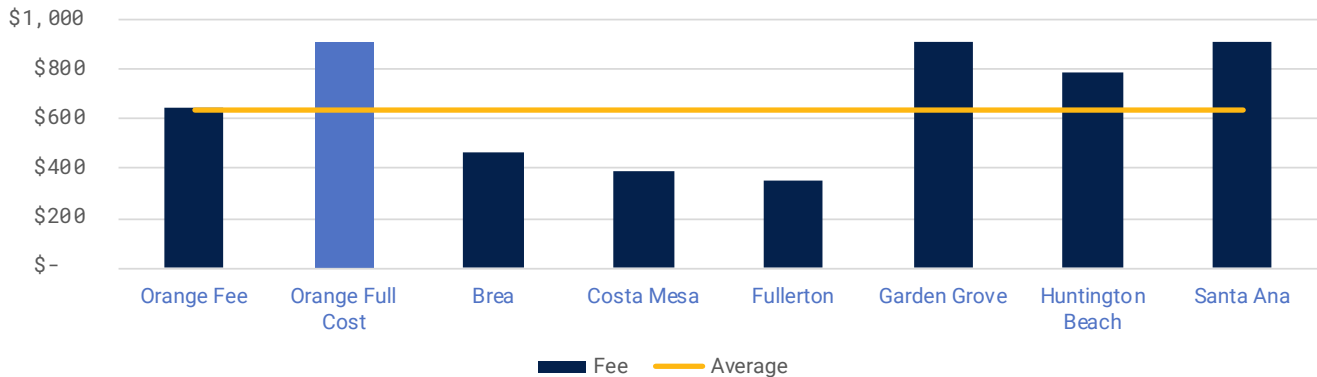


At \$805, Orange's current fee is higher than most surveyed jurisdictions. Orange's full cost of \$1,123 is above the jurisdictional average of \$610. The City's current fee and full cost are most similar to Garden Grove and Santa Ana's fee at \$962.

## 25 AUTOMATIC FIRE EXTINGUISHING SYSTEMS (HOODS, SPRAY BOOTHS, ETC.)

Fire & Paramedic Services currently charges a fee of \$644 for an Automatic Fire Extinguishing Systems (Hoods, spray booths, etc.) with four Nozzles. Through this study, the project team calculated the full cost of this service to be \$915. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

## Automatic Fire Extinguishing Systems (Hoods, spray booths, etc.) [4 Nozzles]

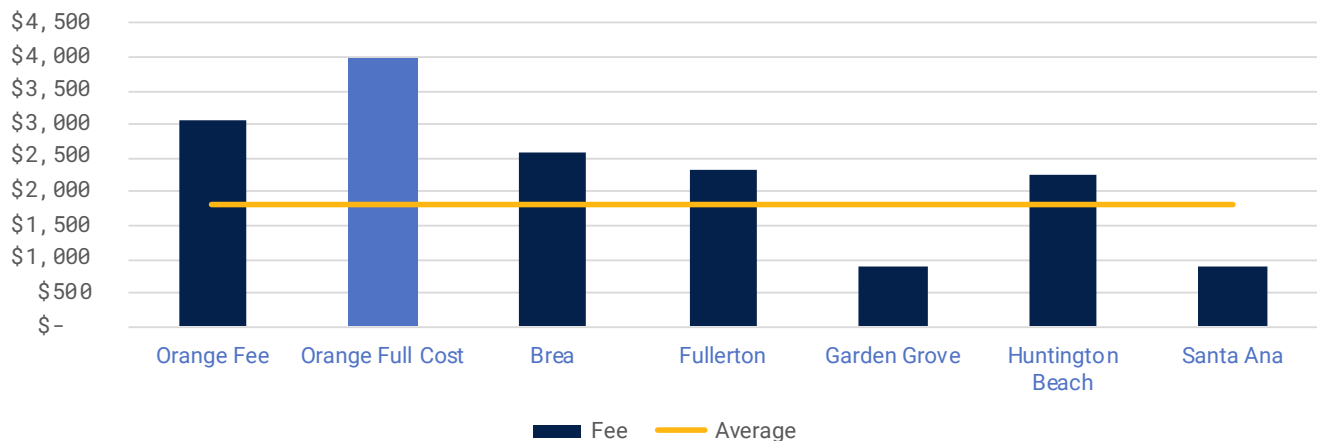


Orange's current fee (\$644) is on the higher end when compared to other jurisdictions. Orange's full cost of \$915 is above the jurisdictional average of \$635. The City's current fee is most similar to Huntington Beach's at \$790, while the calculated full cost is most similar to Garden Grove and Santa Ana's fee of \$908.

## 26 TANKS - UNDERGROUND [2 TANKS]

Fire & Paramedic Services currently charges a fee of \$3,058 for the permitting of two underground tanks. Through this study, the project team calculated the full cost of this service to be \$3,982. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

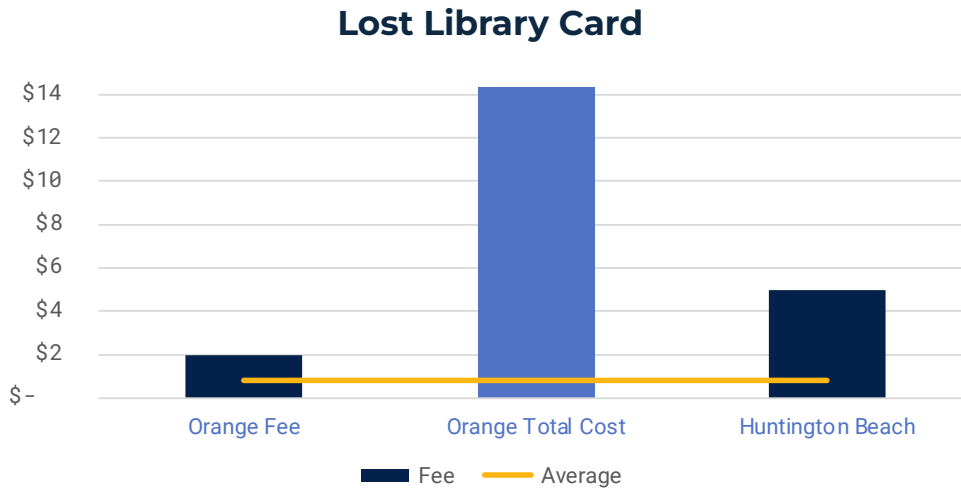
### Tanks - Underground [2 tanks]



Orange's current fee (\$3,058) and the full cost (\$3,982) are the highest fees charged when compared to surveyed jurisdictions and both are above the jurisdictional average of \$1,803. The City's current fee and total cost are most similar to the \$2,594 fee charged by Brea.

## 27 LOST LIBRARY CARD

Library currently charges a fee of \$2 for a Lost Library Card. Through this study, the project team calculated the full cost of this service to be \$14. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

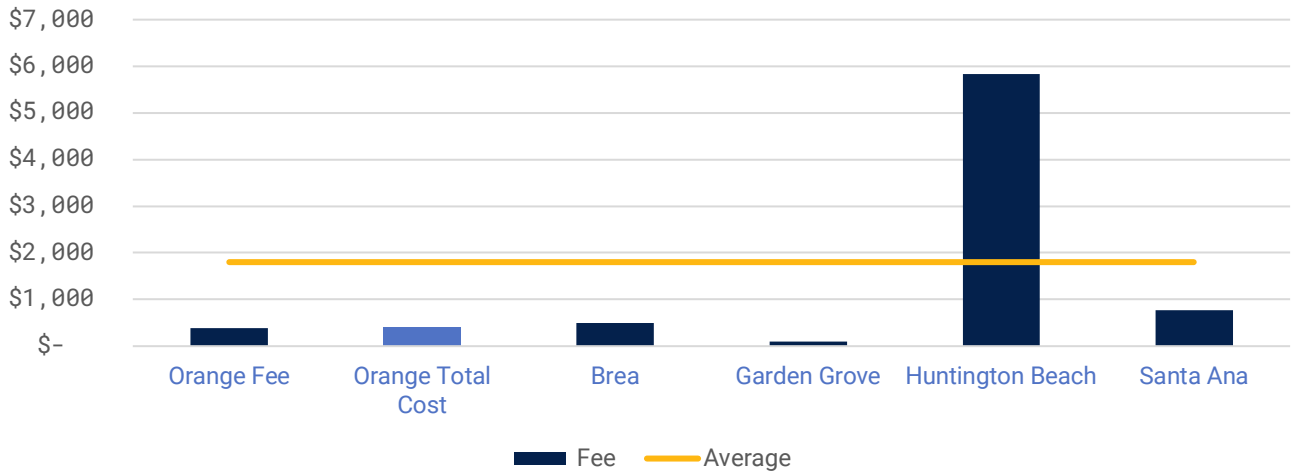


With the exception of Huntington Beach, all other surveyed jurisdictions do not charge for a lost library card. Huntington Beach charges \$5 for this service which is higher than Orange's current fee of \$2 but lower than the full cost calculated of \$14.

## 28 TEMPORARY USE PERMIT (RECURRING)

Planning currently charges a fee of \$387 for a Temporary Use Permit (recurring). Through this study, the project team calculated the full cost of this service to be \$396. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

## Temporary Use Permit (recurring)

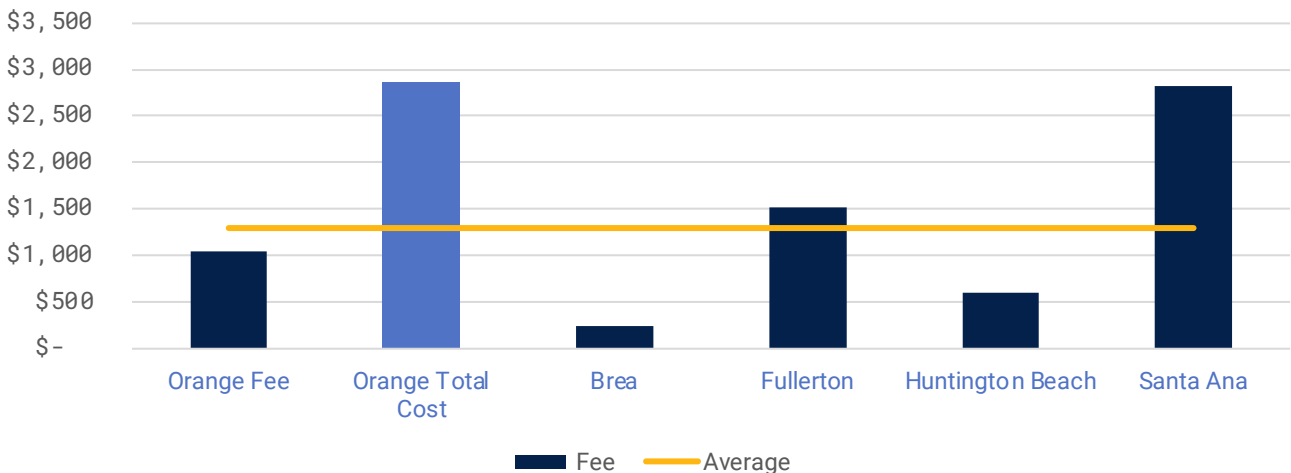


At \$387, Orange's current fee is in the middle when compared to other jurisdictions. Orange's full cost of \$396 is below the jurisdictional average of \$1,802. The City's current fee and total cost are most similar to the \$500 fee charged by Brea.

## 29 MILLS ACT PROGRAM - ORIGINAL APPLICATION FEE

Planning currently charges a fee of \$1,050 for a Mills Act Program - Original Application Fee. Through this study, the project team calculated the full cost of this service to be \$2,861. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

### Mills Act Program - Original Application Fee

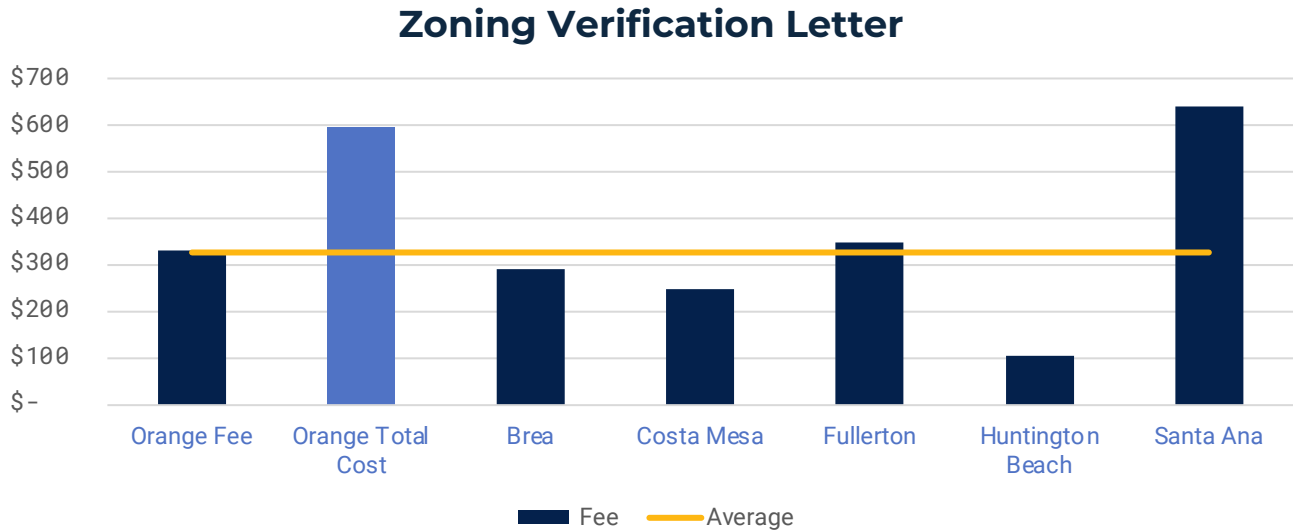


At \$1,050, Orange's current fee is in the middle when compared to other jurisdictions. Orange's full cost of \$2,861 is above the jurisdictional average of \$1,299. The City's current fee is most similar to

Huntington Beach's fee at \$607, while the calculated full cost is most similar to Santa Ana's fee of \$2,820.

### 30 ZONING VERIFICATION LETTER

Planning currently charges a fee of \$332 for a Zoning Verification Letter. Through this study, the project team calculated the full cost of this service to be \$595. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

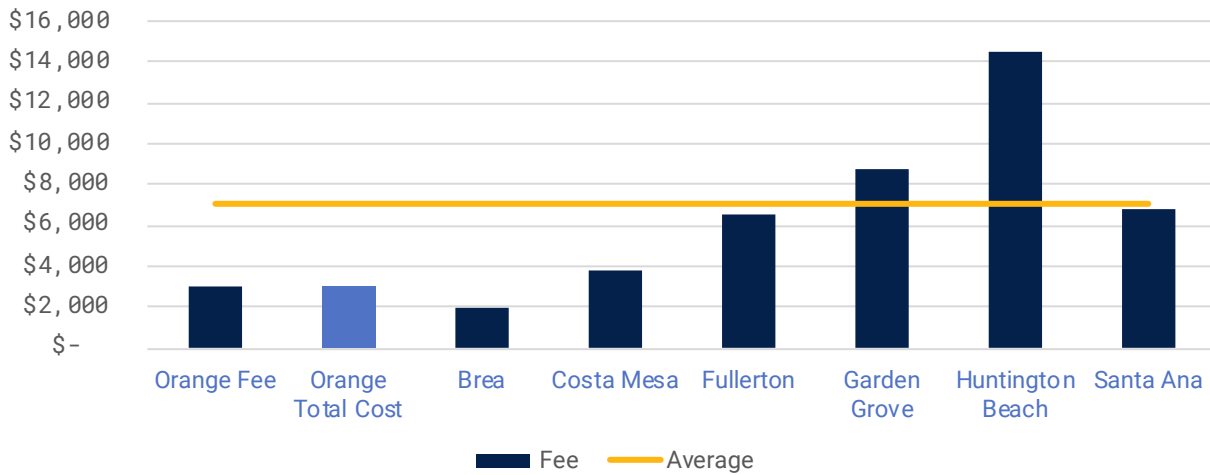


Orange's current fee (\$332) is on the higher when compared to other jurisdictions. Orange's full cost of \$595 is above the jurisdictional average of \$327. The City's current fee is most similar to Fullerton's fee at \$348, while the calculated full cost is most similar to Santa Ana's fee of \$639.

### 31 CUP / VARIANCE - PLANNING COMMISSION

Planning currently charges a deposit of \$3,000 for a CUP / Variance - Planning Commission. Through this study, the project team proposed that the deposit remain the same at \$3,000. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

## CUP / Variance - Planning Commission

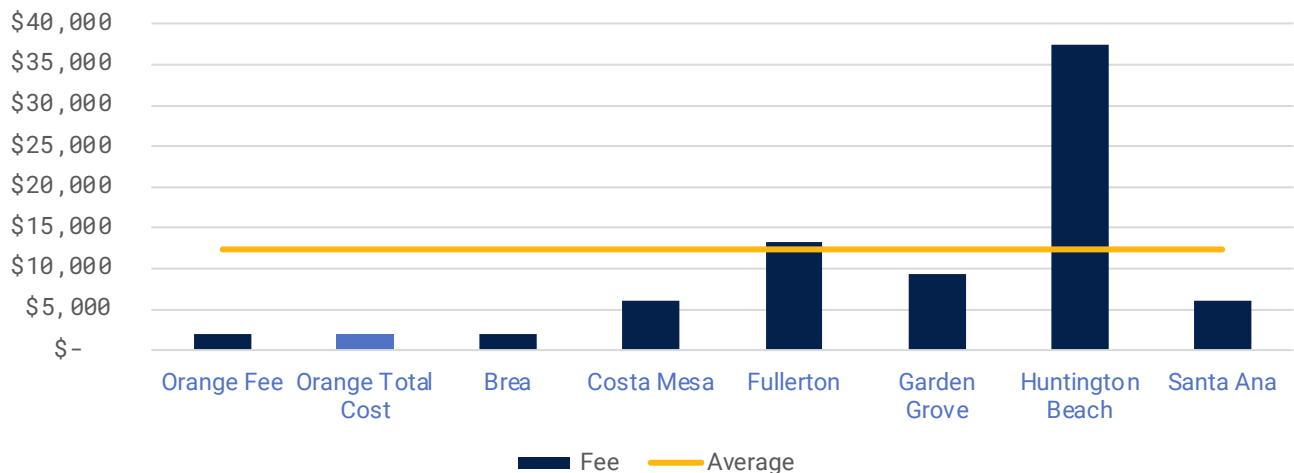


Orange currently collects this as a deposit; the City of Brea (\$2,000) also collects a deposit for this service. All other jurisdictions charge a flat fee for this service ranging from a low of \$3,800 in Costa Mesa to a high of \$14,480 in Huntington Beach.

### 32 TENTATIVE TRACT MAP; 5 LOTS

Planning currently collects a deposit of \$2,000 for a five lot Tentative Tract Map. Through this study, the project team proposed the deposit remain the same at \$2,000. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

## Tentative Tract Map; 5 Lots

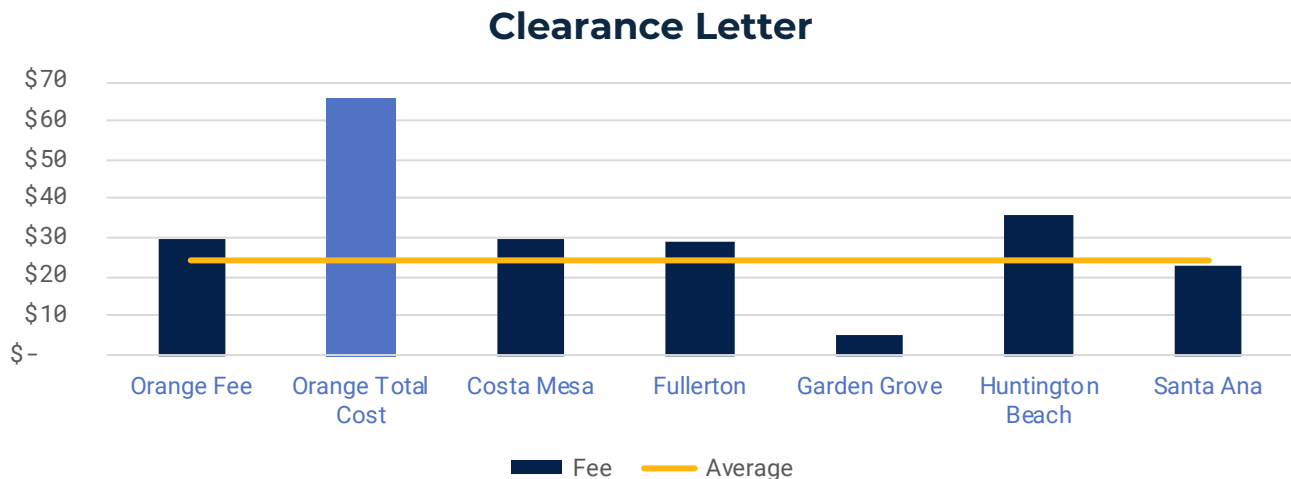




Orange currently collects this fee as a deposit; the City of Brea also collects a \$2,000 deposit for this service. All other jurisdictions charge a flat fee for this service ranging from a low of \$6,000 in Costa Mesa to a high of \$37,398 in Huntington Beach.

### 33 CLEARANCE LETTER

Police currently charges a fee of \$30 for a Clearance Letter. Through this study, the project team calculated the full cost of this service to be \$65. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

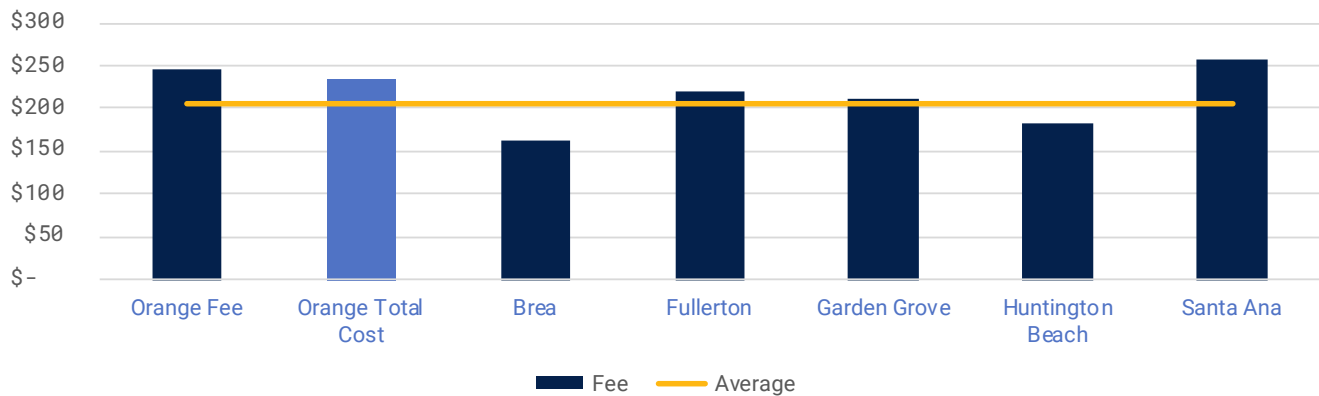


At \$30, Costa Mesa charges the same fee as Orange's current fee. Orange's full cost of \$65 is above the jurisdictional average of \$25 and is most comparable to Huntington Beach's fee of \$36.

### 34 30-DAY IMPOUND RELEASE

Police currently charges a fee of \$245 for a 30-day Impound Release. Through this study, the project team calculated the full cost of this service to be \$235. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

### 30-day Impound Release

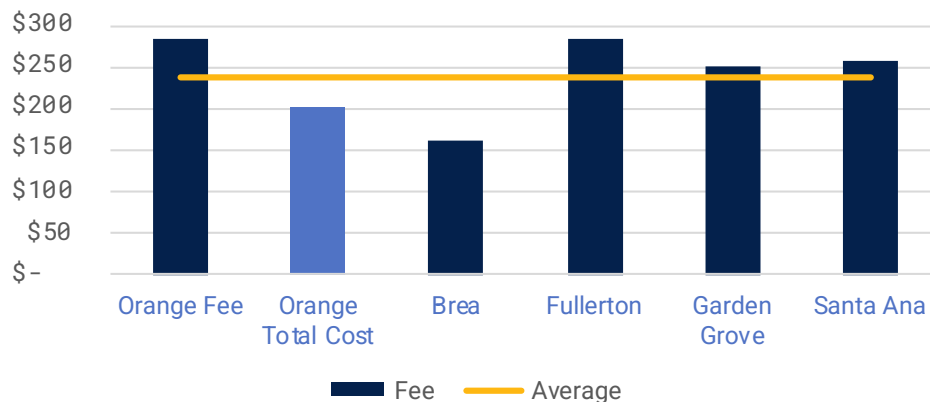


Orange's current fee (\$245) and the full cost (\$235) are the second and third highest fees when compared to other jurisdictions, both are above the jurisdictional average of \$206. At \$256, Santa Ana charges the most for this service and at \$162 Brea charges the least.

### 35 DUI ARREST TOW RELEASE

Police currently charges a fee of \$285 for a DUI Arrest Tow Release. Through this study, the project team calculated the full cost of this service to be \$199. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

### DUI Arrest Tow Release

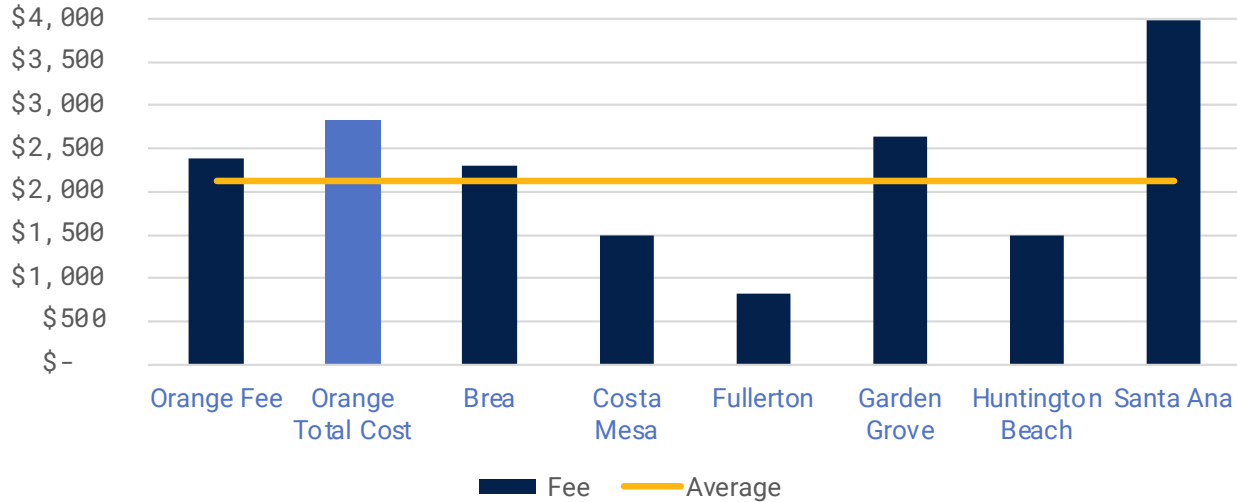


At \$285, Orange's current fee is the highest when compared to other jurisdictions. Orange's full cost of \$199 is below the jurisdictional average of \$238. The City's current fee is most similar to Fullerton's at \$285 while the calculated full cost is most similar to Brea's fee of \$162.

### 36 LOT LINE ADJUSTMENT

Public Works currently charges a fee of \$2,393 for a Lot Line Adjustment. Through this study, the project team calculated the full cost of this service to be \$2,828. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

## Lot Line Adjustment

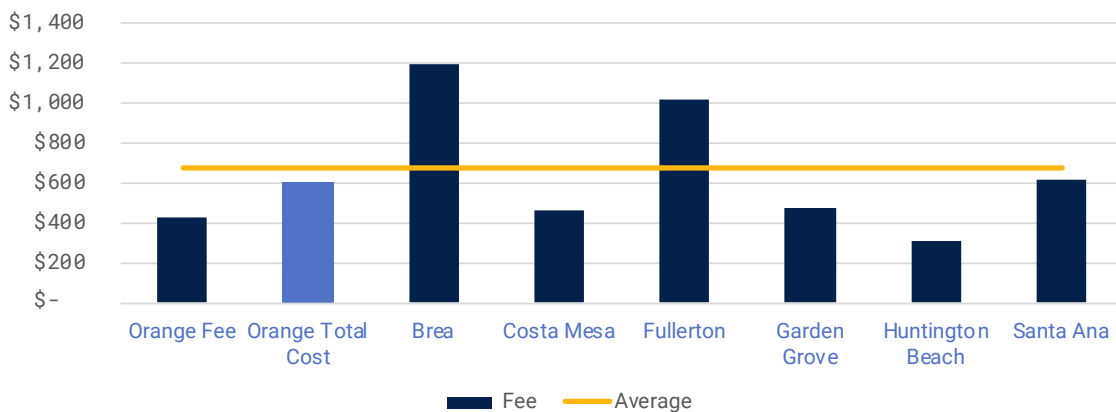


At \$2,393, Orange's current fee is in the middle when compared to other jurisdictions. Orange's full cost of \$2,828 is above the jurisdictional average of \$2,123. The City's current fee is most similar to Brea's at \$2,300, while the calculated full cost is most similar to Garden Grove's fee of \$2,635.

### 37 MINOR ENCROACHMENT PERMIT

Public Works currently charges a fee of \$426 for a Minor Encroachment Permit. Through this study, the project team calculated the full cost of this service to be \$604. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

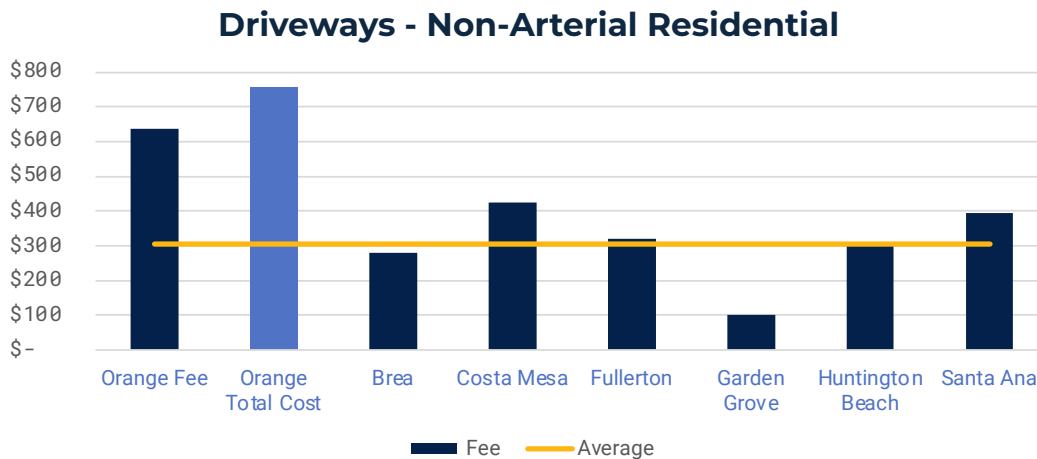
## Minor Encroachment Permit



Orange's current fee (\$426) and full cost (\$604) are both below the jurisdictional average of \$683. The City's current fee is most similar to Costa Mesa's fee at \$465, while the calculated full cost is most similar to Santa Ana's fee of \$622.

### 38 DRIVEWAYS - NON-ARTERIAL RESIDENTIAL

Public Works currently charges a fee of \$638 for a Driveways - Non-arterial Residential. Through this study, the project team calculated the full cost of this service to be \$755. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

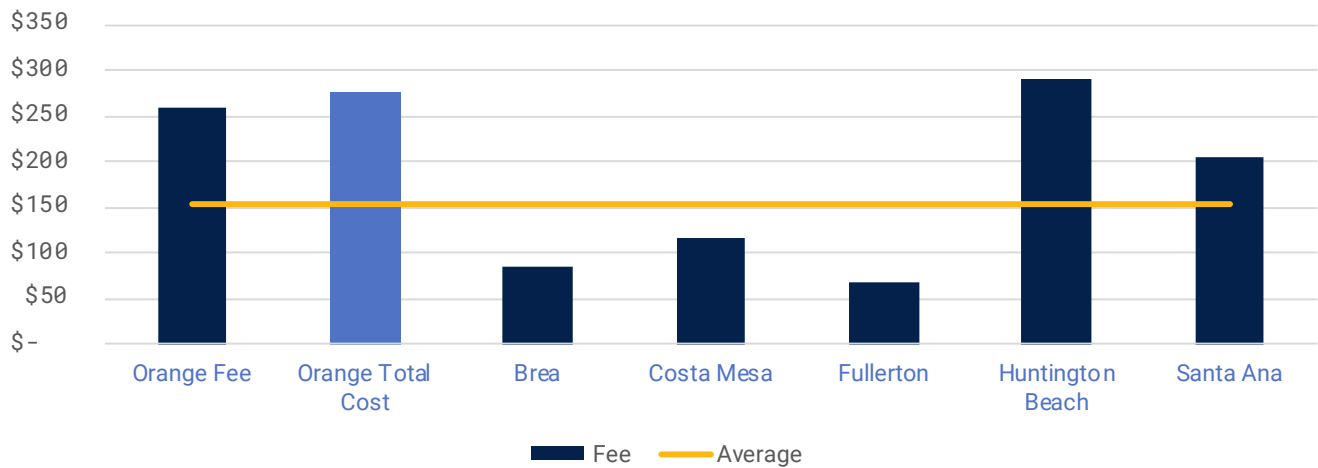


Orange's current fee (\$638) and full cost (\$755) are the highest fees charged and are above the jurisdictional average of \$305. The City's current fee and total cost are most similar to the \$425 fee charged by Costa Mesa.

### 39 BANNER INSTALLATION & REMOVAL

Public Works currently charges a fee of \$259 for a Banner Installation & Removal. Through this study, the project team calculated the full cost of this service to be \$277. The following graph shows how Orange's current fee and full cost compare to the surveyed jurisdictions.

## Banner Installation & Removal



At \$259, Orange’s current fee is in the middle when compared to other jurisdictions. Orange’s full cost of \$277 is above the jurisdictional average of \$152. The City’s current fee and total cost are most similar to Huntington Beach’s fee at \$290.

### SUMMARY

Overall, Orange generally has current fees that are higher or near the average when compared to the fees of the other surveyed jurisdictions. Of the surveyed jurisdictions, Orange’s current fees are most comparable with Huntington Beach, Fullerton, and Costa Mesa while the City’s full cost is most comparable to fees charged by Santa Ana. It is important to note that the results of this survey only show the fees adopted by the council, not the cost recovery policy decisions for departments or a jurisdiction. As such, the results of this survey should be used as a secondary decision-making tool.

**Master Fee Schedule**

Fee Name	Unit	Current Fee	Total Cost	Recommended Fee
<b>City Clerk</b>				
Document Certification	Each	\$10	\$16	\$15
Filing of Circulators of an Initiative	Each	\$200		\$200
Subpoena for Records	Each	\$15	\$15	\$15
<b>Photocopy:</b>				
Election-Related	Per Copy	\$0.10		\$0.10
Black & White	Per Copy	\$0.15		\$0.15
Color Copy	Per Copy	\$0.25		\$0.25
Flash Drive Copy	Each	\$25	\$31	\$30
Passport Processing	Each	\$35		\$35
Passport Photo	Each	\$15	\$20	\$15
Candidate Registration	Each	\$25		\$25
<b>Lobbyist Registration Fee:</b>				
Initial	Each	\$190		\$190
Annual	Each	\$190		\$190
<b>Room Rental:</b>				
Weimer Room	Per Hour	\$115	\$170	\$170
Conference Room C	Per Hour	\$115	\$168	\$165
<b>City Manager</b>				
<b>FILMING FEES</b>				
<b>Filming Fees:</b>				
Application Fees	Each	\$40		\$40
Citywide (Excludes Plaza District)	Each	\$208		\$208
Plaza District Motion	Each	\$444		\$444
Plaza District Still	Each	\$208		\$208
Parks	Each	\$218		\$218
Preparation and Strike Days	Daily Use Rate	50%		50%
Additional Staff Time Charged Hourly in Excess of Two Hours	Each	Actual Cost		Actual Cost
Police Officer	Each	Actual Cost		Actual Cost
<b>Community Development - Building</b>				
<b>Inspections:</b>				
Inspection outside of normal business hours	Per Hour	\$137	\$250	\$250
Inspection/Re-inspection fees during business hours	Per Hour	\$137	\$224	\$224
Inspection for which no fee is indicated	Per Hour	\$137	\$224	\$224
Plan review for changes, additions, and revisions to plan	Per Hour	\$143	\$212	\$212
Change of Occupancy, requiring new and temporary C. of O.	Per Hour	\$152	\$233	\$233
Alternate Materials or Methods Request	Per Hour	\$152	\$233	\$233
Appeal to CDD of Building Official Determination	Per Hour	New	\$223	\$223
Refunds				
<b>Administrative Processing</b>	Each	New	\$90	\$90
Project Fee Returned	% of Permit Fee	New	10%	10%
<u>Project Fee Returned - % of permit work completed</u>				
Plan Check Not Started	% of Fee Refunded	New		80%
Plan Check Complete	% of Fee Refunded	New		0%
Permit Issued with No Inspections Completed	% of Fee Refunded	New		80%
<b>Mechanical, Electrical, &amp; Plumbing</b>				
<b>Electrical</b>				
<b>Service or Panel:</b>				
Up to 1,000 amp	Each	\$137	\$168	\$168
1,000+ amps	Each	\$243	\$280	\$280
<b>Outlets, Lights, and Switches - Per Item</b>				
Up to 10	Base	\$14	\$112	\$112
Over 10	Per 5 Units	\$14	\$18	\$18
Square Footage Rate	Per Sq. Ft.	\$0.05	\$0.17	\$0.17
<b>Power Equipment:</b>				
<u>Up to 1 HP or to 1kva</u>				
Up to 5	Base	\$69	\$224	\$224
Over 5	Per 10 Units	\$69	\$168	\$168
<u>Over 1 HP</u>				
Up to 5	Base	\$137	\$280	\$280
Over 5	Per 10 Units	\$137	\$224	\$224
Sign & Circuit (Electrical Portion Only) (New Installations Only; Per 5 S	Each	\$137	\$112	\$112
Temporary Power - (Main Pole of Equipment)	Each	\$69	\$224	\$224
Temporary Power - Distance Poles	Per Pole	\$69	\$112	\$112

## Master Fee Schedule

Fee Name	Unit	Current Fee	Total Cost	Recommended Fee
Busways (Each)	Each	\$137	\$112	\$112
<b>Private Street Light:</b>				
Up to 5	Base	\$137	\$224	\$224
Over 5	Per 5 Units or Portion Thereof	\$137	\$224	\$224
Issuance/Administrative Fee	Each	\$64	\$90	\$90
Plan Review - 1/2 hr minimum	Per Hour	\$72	\$106	\$106
Inspection of Items Not Listed - 1/2 hr min (Per Item)	Per Hour	\$69	\$112	\$112
Re-Inspection Fee - 1 hr min	Per Hour	\$69	\$112	\$112
Battery Backup / Energy Storage System	Per 5 Systems	New	\$330	\$330
<b>EV Charger</b>				
Residential	Each	\$69	\$224	\$224
Commercial	Per Charging Unit	\$69	\$224	\$224
<b>Plumbing</b>				
<b>Water Closet:</b>				
Up to 5	Base	\$69	\$224	\$224
Over 5	Per 5 Units	\$69	\$224	\$224
<b>Urinal:</b>				
Up to 5	Base	\$69	\$224	\$224
Over 5	Per 5 Units	\$69	\$224	\$224
<b>Bathtub (including shower head):</b>				
Up to 5	Base	\$69	\$224	\$224
Over 5	Per 5 Units	\$69	\$224	\$224
<b>Shower Stall:</b>				
Up to 5	Base	\$69	\$224	\$224
Over 5	Per 5 Units	\$69	\$224	\$224
<b>Kitchen Sink:</b>				
Up to 5	Base	\$69	\$224	\$224
Over 5	Per 5 Units	\$69	\$224	\$224
<b>Dishwasher:</b>				
Up to 5	Base	\$69	\$224	\$224
Over 5	Per 5 Units	\$69	\$224	\$224
<b>Garbage Disposal:</b>				
Up to 5	Base	\$69	\$224	\$224
Over 5	Per 5 Units	\$69	\$224	\$224
<b>Clothes Washer:</b>				
Up to 5	Base	\$69	\$224	\$224
Over 5	Per 5 Units	\$69	\$224	\$224
<b>Water Heater:</b>				
Up to 5	Base	\$69	\$168	\$168
Over 5	Per 5 Units	\$69	\$112	\$112
Sewer (new, add, alter, repair)	Each	\$69	\$224	\$224
<b>Water Softener:</b>				
Up to 5	Base	\$69	\$224	\$224
Over 5	Per 5 Units	\$69	\$224	\$224
<b>Clothes Dryer:</b>				
Up to 5	Base	\$69	\$224	\$224
Over 5	Per 5 Units	\$69	\$224	\$224
<b>Gas Piping:</b>				
Up to 5	Base	\$27	\$224	\$224
Over 5	Per 5 Units	\$27	\$224	\$224
<b>Miscellaneous Fixtures:</b>				
Up to 5	Base	\$69	\$224	\$224
Over 5	Per 5 Units	\$69	\$224	\$224
Industrial Waste Receptors/Grease Trap Interceptors	Each	\$69	\$224	\$224
<b>Drainage Piping (alter, repair):</b>				
Up to 5	Base	\$69	\$168	\$168
Over 5	Per 5 Units	\$69	\$112	\$112
<b>Drinking Fountain:</b>				
Up to 5	Base	\$69	\$224	\$224
Over 5	Per 5 Units	\$69	\$224	\$224
Roof Drainage System	Each	\$69	\$224	\$224
Cesspool	Each	\$69	\$224	\$224
Septic Tank	Each	\$140	\$224	\$224
Backflow Devices - per device	Each	\$69	\$224	\$224

**Master Fee Schedule**

Fee Name	Unit	Current Fee	Total Cost	Recommended Fee
Solar Systems (plumbing portion)	Each	\$140	\$224	\$224
Issuance Fee	Each	\$64	\$90	\$90
Plan Review	Per Hour	\$72	\$212	\$212
Inspection of Solar Panel System	Per Hour	\$69	\$224	\$224
Inspection of Items Not Listed - 1/2 hr min (Per Item)	Per Hour	\$69	\$224	\$224
Re-inspection fee	Per Hour	\$69	\$224	\$224
<b>Mechanical</b>				
<b>Heater (Include Ducting and Electrical)</b>				
Less than 100,000 BTU	Each	\$137	\$168	\$168
Greater than 100,000 BTU	Each	\$206	\$336	\$336
<b>Air Conditioner (Includes Ducting and Electrical)</b>				
0-100,000 BTU	Each	\$137	\$168	\$168
100,000-1,000,000 BTU	Each	\$206	\$224	\$224
1,000,000+ BTU	Each	\$274	\$560	\$560
<b>Air Handler</b>				
10,000 CFM or less	Each	\$137	\$224	\$224
Over 10,000 CFM	Each	\$206	\$448	\$448
Evaporative Cooler	Each	\$103	\$224	\$224
Fan Coil	Each	\$69	\$224	\$224
<b>Ventilation Fan:</b>				
Up to 5	Base	\$69	\$224	\$224
Over 5	Per 5 Units	\$69	\$168	\$168
<b>Grease Hoods:</b>				
Residential	Each	\$274	\$280	\$280
Commercial	Each	\$274	\$448	\$448
Mechanical Firebox (Metal Fireplace; Includes Ducting and Gas Line)	Each	\$137	\$224	\$224
<b>Mini Split System:</b>				
Up to 3	Base	\$197	\$336	\$336
Over 3	Per 3 Units	\$197	\$448	\$448
<b>Registers (inlet or outlet):</b>				
Up to 10	Base	\$14	\$224	\$224
Over 10	Per 5 Units	\$14	\$168	\$168
Issuance Fee	Each	\$64	\$90	\$90
Plan Review - 1/2 hr min	Per Hour	\$72	\$212	\$212
Inspection of Items Not Listed - 1/2 hr min (Per Item)	Per Hour	\$69	\$224	\$224
Re-Inspection Fee - 1 hr min	Per Hour	\$69	\$224	\$224
Pool / Spa Equipment (Includes Heater)	Each	\$274	\$448	\$448
Technology Fee	% of Fee	Modified	9.5%	9.5%
<b>Miscellaneous Flat Fees (Includes 1 Plan Review and Inspection)</b>				
<b>Antenna--Telecom Facility</b>				
Cellular/Mobile Phone, free-standing or attached to building	Per 5 units	\$345	\$527	\$527
Chimney Repair	Each	\$219	\$527	\$527
<b>Demolition (Includes Plumbing and Electrical)</b>				
Residential and Commercial	Each	\$546	\$314	\$314
Disabled Access and Energy Compliance Review	% of Permit Fee	Modified	15%	10%
<b>Door</b>				
New door (non structural; creation of a new opening)	Per 5 units	\$238	\$202	\$202
New door (structural shear wall/masonry)	Per 5 units	\$238	\$639	\$639
<b>Fences and Walls (Non-Retaining)</b>				
Over 7 ft. in height (up to 500 lf)	Each	\$238	\$863	\$863
Each add'l 500 lf	Each	\$115	\$224	\$224
<b>Fireplace</b>				
Masonry	Each	\$405	\$650	\$650
Pre-Fabricated/Metal	Each	\$301	\$426	\$426
Flag pole (over 20 feet in height)	Each	\$301	\$314	\$314
Foundation Repair	Each	\$417	\$426	\$426
Deck / Balcony / Arbor / Trellis / Patio Cover	Each	\$415	\$751	\$751
<b>Photovoltaic System</b>				
Residential (includes electrical except for main service)	Each	\$383	\$426	\$426
Commercial (includes electrical except for main service)	Each	\$664	\$762	\$762
<b>Pile Foundation</b>				
Cast in Place Concrete (first 10 piles)	Each	\$706	\$751	\$751
Additional Piles (increments of 10)	Each	\$706	\$224	\$224
Driven (steel, pre-stressed concrete)	Each	\$706	\$618	\$618



**Master Fee Schedule**

Fee Name	Unit	Current Fee	Total Cost	Recommended Fee
Additional Piles (increments of 10)	Each	\$706	\$224	\$224
Product Review	Each	\$143	\$212	\$212
Re-roof (Residential, Multi-Family, or Commercial)	Each	Modified	\$269	\$269
<b>Retaining Wall (concrete or masonry)</b>				
Up to 500 lf	Each	New	\$751	\$751
Each add'l 500 lf	Each addl. 500 l.f. or portion thereof	New	\$224	\$224
Sauna—steam	Each	\$211	\$314	\$314
<b>Siding</b>				
Stone and Brick Veneer	Each	\$207	\$426	\$426
All Other	Each	\$207	\$426	\$426
Additional Siding (Per Wall Section)	Each	\$70	\$224	\$224
Signs (Including Electrical)	Per 5 Units	Modified	\$426	\$426
Skylight	Per 5 Units	Modified	\$426	\$426
Stairs	Each	\$211	\$538	\$538
<b>Storage Racks</b>				
Up to 100 lf	Each	\$141	\$314	\$314
Each additional 100 lf	Each	\$71	\$112	\$112
Supplemental Plan Check Fee (after 3rd review)	Each	\$143	\$212	\$212
Supplemental Inspection Fee	Each	\$140	\$224	\$224
<b>Swimming Pool/Spa</b>				
Vinyl-lined	Each	\$449	\$426	\$426
Fiberglass	Each	\$695	\$426	\$426
Gunite	Each	\$695	\$1,099	\$1,099
Commercial pool	Each	\$767	\$1,211	\$1,211
Spa or Hot Tub (Pre-fabricated) (Includes Electrical)	Each	\$283	\$426	\$426
<b>Window or Sliding Glass Door</b>				
Replacement	Per 5 Units	\$168	\$258	\$258
New Window (non structural)	Per 5 Units	\$203	\$258	\$258
New window (structural shear wall/masonry)	Per 5 Units	\$415	\$538	\$538
<b>Community Development - Code Enforcement</b>				
<b>Code Compliance Fees</b>				
Special Promotion (Banner) Permit	Each	\$110	\$190	\$190
Special Event Application/Permit	Each	\$110	\$436	\$436
<u>Case Inspections:</u>				
1st Inspection	Each	\$452	\$233	\$233
2nd and Subsequent Re-inspection(s)	Each	\$452	\$233	\$233
<u>Sidewalk Vending Permits:</u>				
Per Applicant	Each	\$645	\$674	\$674
Per Employee	Each	\$169	\$674	\$674
Change Fee	Each	\$169	\$337	\$337
Sidewalk Impoundment Fee (Other than Small Pushcarts)	Each	\$710	\$782	\$782
Sidewalk Impoundment Fee - Small Pushcart	Each	New	\$497	\$497
<u>Mobile Vehicle Vending Permits:</u>				
Per Applicant	Each	\$645	\$674	\$674
Per Employee	Each	\$169	\$674	\$674
Change Fee	Each	\$169	\$337	\$337
Rental Property Inspection Response	Each	New	\$374	\$374
Exterior Elevated Elements Assessment	Each	New	\$374	\$374
Shopping Cart Containment & Prevention Plan Application	Each	New	\$625	\$625
Work without a Permit	Each	2x Permit Fee	2x Permit Fee	2x Permit Fee
Code Enforcement Hourly Fee	Per Hour	New	\$127	\$127
Abatement	Each	Actual Cost	Actual Cost	Actual Cost
Code Enforcement Administrative Appeal Fee	Each	New	\$459	\$459
Code Enforcement Administrative Citation Appeal Fee - Hearing Office	Each	\$50	\$85	\$85
<b>Community Development - Planning</b>				
Sober Living Permit Fee	Each	\$2,134	\$2,621	\$2,621
Reasonable Accommodation	Each	New	\$1,369	\$1,369
Alcohol Production Facility	Each	\$1,049	\$2,121	\$2,121
<b>Accessory Dwelling Unit (ADU) Application</b>				
With Historic Assessment	Each	\$1,037	\$3,121	\$3,121
Without Historic Assessment	Each	\$1,037	\$2,060	\$2,060
SB9 Application	Deposit	\$1,747	\$6,462	\$6,462
<b>Mills Act Program:</b>				
Original Application Fee	Each	\$1,050	\$2,861	\$2,861

**Master Fee Schedule**

Fee Name	Unit	Current Fee	Total Cost	Recommended Fee
Inspection / Annual Report	Each	\$100	\$1,264	\$1,264
Zone Clearance, Over the Counter Review	Each	\$42	\$96	\$96
Temporary Use Permit (recurring)	Each	\$387	\$396	\$396
Temporary Use Permit (non-recurring uses)	Deposit	\$1,000	\$2,748	\$2,748
Zoning Verification Letter	Each	\$332	\$595	\$595
Staff research, information requests - per hour	Per Hour	\$122	\$219	\$219
General Plan Update	% of valuation	0.05%	0.28%	0.28%
Minor Design Review, Historic Property	Each	New	\$1,224	\$1,224
Misc. Planning Hourly Review	Per Hour	New	\$219	\$219
Administrative Alcohol Permit	Deposit	New	\$1,500	\$1,500
Community Development Director Determination	Per Hour	New	\$213	\$213
Business License Use Review	Each	New	\$109	\$109
<b>Landscape &amp; Irrigation Permit &amp; Plan Check</b>				
Projects 20,000 SF or less	Each	\$154	\$381	\$381
Projects 20,000-70,000 SF	Each	\$463	\$763	\$763
Projects 70,000 SF and above	Each	\$771	\$1,144	\$1,144
<b>Deposit-Based Fees</b>				
Administrative Design Review	Deposit	\$500	\$500	\$500
<b>Design Review, Historic Districts</b>				
Commercial	Deposit	\$4,000	\$4,000	\$4,000
Residential	Deposit	\$1,500	\$1,500	\$1,500
Signs and Sign Programs	Deposit	\$500	\$500	\$500
Design Review, Outside Historic Districts	Deposit	\$1,000	\$1,000	\$1,000
CUP / Variance - Zoning	Deposit	\$3,000	\$3,000	\$3,000
CUP / Variance - Planning Commission	Deposit	\$3,000	\$3,000	\$3,000
Major Site Plan Review	Deposit	\$15,000	\$15,000	\$15,000
Tentative Tract / Parcel Map	Deposit	\$2,000	\$2,000	\$2,000
Zone Change Applications	Deposit	\$10,000	\$10,000	\$10,000
Negative Declaration	Deposit	\$6,000	\$6,000	\$6,000
Mitigation Monitoring	Deposit	\$3,000	\$3,000	\$3,000
General Plan Amendment	Deposit	\$10,000	\$10,000	\$10,000
Environmental Impact Report	Deposit	\$10,000	\$10,000	\$10,000
Appeals to City Council, Planning Commission or Appeals Board (Pur:	Deposit	\$1,000	\$1,000	\$1,000
Planning Commission Modification to CUP, Major Site Plan or Varianc	Deposit	\$3,000	\$3,000	\$3,000
Minor Site Plan Review - Staff	Deposit	\$1,000	\$1,000	\$1,000
Pre-Application Review	Deposit	\$500	\$500	\$500
Pre-Application Review - Statutory Projects	Deposit	\$500	\$3,000	\$3,000
Administrative Adjustments	Deposit	\$1,000	\$1,000	\$1,000
Time Extension	Deposit	\$1,000	\$1,000	\$1,000
Development Agreement	Deposit	New	\$10,000	\$10,000
Transfer of Development Rights	Deposit	New	\$20,000	\$20,000
<b>SURCHARGES</b>				
Technology Fee	% of Permit Fee	Modified	9.5%	9.5%
<b>Community Services</b>				
<b>COMMUNITY SERVICES FEES</b>				
<b>Aquatic Programs:</b>				
Recreational Swim	Each	\$3	\$37	\$11
Lap Swim	Each	\$3	\$26	\$16
Group lessons (Resident)	Per Participant	\$45	\$230	\$92
Group lessons (Non-Resident)	Per Participant	\$45	\$230	\$138
Parent and Me (Resident)	Per Participant and Parent	\$22	\$133	\$67
Parent and Me (Non-Resident)	Per Participant and Parent	\$22	\$133	\$93
Mini Lesson (Resident)	Per Lesson	\$22	\$43	\$22
Mini Lesson (Non-Resident)	Per Lesson	\$22	\$43	\$30
Aqua Aerobics Class (Resident)	Each	\$34	\$93	\$60
Aqua Aerobics Class (Non-Resident)	Each	\$34	\$93	\$65
Life Guard Training Class	Each	\$169	Actual Cost	Actual Cost
Water Safety Instructor Class	Each	Actual Cost	Actual Cost	Actual Cost
<b>City Special Events - 3rd of July</b>				
3rd of July Celebration, general public pre-sale	Each	\$7	\$38	\$12
3rd of July Celebration, children under 2	Each	\$0	\$38	\$0
<b>Day Camp</b>				
Resident	Each	\$105	\$750	\$375
Non-Resident	Each	\$125	\$750	\$525

**Master Fee Schedule**

Fee Name	Unit	Current Fee	Total Cost	Recommended Fee
<b>Basketball League</b>				
Basketball League	Per Season	\$246	\$410	\$410
Basketball League - Deposit	deposit	\$150	\$150	\$150
Open Gym	Per Session	\$2	\$9	\$5
Moon Bounce Permit	Each	\$30	\$55	\$55
Special Event Permit	Each	\$60	\$300	\$240
Refund Processing Fee	Each	\$10	\$25	\$25
<b>FACILITY RENTALS</b>				
<b>Pool Rentals</b>				
<b>Groups 1-100 People</b>				
Deposit	Deposit	\$150	\$150	\$150
Non-Orange Based Business	Per Hour	\$435	\$955	\$1,051
Orange Based Business	Per Hour	\$375	\$955	\$955
Non-Resident, Non-Resident Non-Profit	Per Hour	\$185	\$955	\$955
Resident, Resident Non-Profit	Per Hour	\$165	\$955	\$764
<b>Groups 101-200 People</b>				
Deposit	Deposit	\$225	\$225	\$225
Non-Orange Based Business	Per Hour	\$765	\$1,549	\$1,704
Orange Based Business	Per Hour	\$705	\$1,549	\$1,549
Non-Resident, Non-Resident Non-Profit	Per Hour	\$255	\$1,549	\$1,549
Resident, Resident Non-Profit	Per Hour	\$235	\$1,549	\$1,239
<b>Green / Open Space Fee:</b>				
<b>Groups 1-50 People</b>				
Deposit	Deposit	\$50	\$50	\$50
Non-Orange Based Business	Per Use	\$120	\$114	\$143
Orange Based Business	Per Use	\$90	\$114	\$114
Non-Resident, Non-Resident Non-Profit	Per Use	\$40	\$114	\$114
Resident, Resident Non-Profit	Per Use	\$30	\$114	\$91
<b>Groups 51-200 People</b>				
Deposit	Deposit	\$150	\$150	\$150
Non-Orange Based Business	Per Use	Modified	\$130	\$163
Orange Based Business	Per Use	Modified	\$130	\$130
Non-Resident, Non-Resident Non-Profit	Per Use	Modified	\$130	\$130
Resident, Resident Non-Profit	Per Use	Modified	\$130	\$104
<b>Groups 201-400 People</b>				
Deposit	Deposit	\$350	\$350	\$350
Non-Orange Based Business	Per Use	Modified	\$253	\$316
Orange Based Business	Per Use	Modified	\$253	\$253
Non-Resident, Non-Resident Non-Profit	Per Use	Modified	\$253	\$253
Resident, Resident Non-Profit	Per Use	Modified	\$253	\$202
<b>Groups 401 or More People</b>				
Deposit	Deposit	\$500	\$500	\$500
Non-Orange Based Business	Per Use	Modified	\$364	\$455
Orange Based Business	Per Use	Modified	\$364	\$364
Non-Resident, Non-Resident Non-Profit	Per Use	Modified	\$364	\$364
Resident, Resident Non-Profit	Per Use	Modified	\$364	\$291
<b>Band Shells</b>				
Deposit	Deposit	\$50	\$50	\$50
Non Orange-Based Business	Per Use	\$110	\$183	\$229
Orange-Based Business	Per Use	\$70	\$183	\$183
Non-Resident, Non-Resident Non-Profit	Per Use	Modified	\$183	\$183
Resident, Resident Non-Profit	Per Use	Modified	\$183	\$146
<b>Community Garden</b>				
Deposit	Deposit	\$100	\$100	\$100
Resident, Resident Non-Profit	Per Year	\$75	\$155	\$155
<b>Facilities Tier I - Hart, Killefer, and Grijalva Building A</b>				
Deposit	Deposit	\$75	\$75	\$75
Non-Orange Based Business	Per Hour	\$150	\$55	\$69
Orange Based Business	Per Hour	\$90	\$55	\$55
Non-Resident, Non-Resident Non-Profit	Per Hour	\$50	\$55	\$55
Resident, Resident Non-Profit	Per Hour	\$30	\$55	\$44
<b>Facilities Tier II - Olive, El Camino, Ambriz, and Handy</b>				
Deposit	Deposit	\$75	\$75	\$75
Facility Kitchen Cleaning	Each	Actual Cost	Actual Cost	Actual Cost

**Master Fee Schedule**

Fee Name	Unit	Current Fee		Total Cost		Recommended Fee	
Non-Orange Based Business	Per Hour		\$180		\$77		\$96
Orange Based Business	Per Hour		\$120		\$77		\$77
Non-Resident, Non-Resident Non-Profit	Per Hour		\$60		\$77		\$77
Resident, Resident Non-Profit	Per Hour		\$40		\$77		\$62
<b>Facilities Tier III - Shaffer</b>							
Deposit	Deposit		\$75		\$75		\$75
Facility Kitchen Cleaning	Each	Actual	Cost	Actual	Cost	Actual	Cost
Non-Orange Based Business	Per Hour		\$180		\$89		\$111
Orange Based Business	Per Hour		\$120		\$89		\$89
Non-Resident, Non-Resident Non-Profit	Per Hour		\$60		\$89		\$89
Resident, Resident Non-Profit	Per Hour		\$40		\$89		\$71
<b>Picnic Areas:</b>							
<b>Groups 1-50 People</b>							
Deposit	Deposit		\$50		\$50		\$50
<u>Non-Orange Based Business</u>							
Up to 5 hours	Each		\$240		\$119		\$149
<u>Orange Based Business</u>							
Up to 5 hours	Each		\$180		\$119		\$119
<u>Non-Resident, Non-Resident Non-Profit</u>							
Up to 5 hours	Each		\$80		\$119		\$119
<u>Resident, Resident Non-Profit</u>							
Up to 5 hours	Each		\$60		\$119		\$95
<b>Groups 51-200 People</b>							
Deposit	Deposit		\$150		\$150		\$150
<u>Non-Orange Based Business</u>							
Up to 5 hours	Each		Modified		\$128		\$160
<u>Orange Based Business</u>							
Up to 5 hours	Each		Modified		\$128		\$128
<u>Non-Resident, Non-Resident Non-Profit</u>							
Up to 5 hours	Each		Modified		\$128		\$128
<u>Resident, Resident Non-Profit</u>							
Up to 5 hours	Each		Modified		\$128		\$102
<b>Groups 201-400 People</b>							
Deposit	Deposit		\$350		\$350		\$350
<u>Non-Orange Based Business</u>							
Up to 5 hours	Each		Modified		\$144		\$180
<u>Orange Based Business</u>							
Up to 5 hours	Each		Modified		\$144		\$144
<u>Non-Resident, Non-Resident Non-Profit</u>							
Up to 5 hours	Each		Modified		\$144		\$144
<u>Resident, Resident Non-Profit</u>							
Up to 5 hours	Each		Modified		\$144		\$115
<b>Groups 401 or More People</b>							
Deposit	Deposit		\$500		\$500		\$500
<u>Non-Orange Based Business</u>							
Up to 5 hours	Each		Modified		\$167		\$209
<u>Orange Based Business</u>							
Up to 5 hours	Each		Modified		\$167		\$167
<u>Non-Resident, Non-Resident Non-Profit</u>							
Up to 5 hours	Each		Modified		\$167		\$167
<u>Resident, Resident Non-Profit</u>							
Up to 5 hours	Each		Modified		\$167		\$134
<b>All Purpose Courts:</b>							
<b>Lighted</b>							
Deposit	Deposit		\$50		\$50		\$50
Non-Resident - per hour	Per Hour		\$15		\$29		\$29
Resident - per hour	Per Hour		\$10		\$29		\$23
Approved City of Orange Youth Sports Non-Profit Organization	Per Hour		\$4		\$29		\$15
<b>Non-Lighted</b>							
Deposit	Deposit		\$50		\$50		\$50
Non-Resident	Per Hour		\$15		\$26		\$26
Resident	Per Hour		\$10		\$26		\$21
Approved City of Orange Youth Sports Non-Profit Organization	Per Hour		\$2		\$26		\$13
<b>Athletic Fields:</b>							

**Master Fee Schedule**

Fee Name	Unit	Current Fee	Total Cost	Recommended Fee
<b>Lighted</b>				
Deposit	Deposit	\$50	\$50	\$50
Non-Orange Based Business	Per Hour	\$135	\$67	\$84
Orange Based Business	Per Hour	\$75	\$67	\$67
Non-Resident, Non-Resident Non-Profit	Per Hour	\$45	\$67	\$67
Resident, Resident Non-Profit	Per Hour	\$25	\$67	\$54
Approved City of Orange Youth Sports Non-Profit Organization Deposit		\$250	\$250	\$250
Approved City of Orange Youth Sports Non-Profit Organization	Per Hour	\$10	\$67	\$34
<b>Non-Lighted</b>				
Deposit	Deposit	\$50	\$50	\$50
Non-Orange Based Business	Per Hour	\$105	\$38	\$48
Orange Based Business	Per Hour	\$45	\$38	\$38
Non-Resident, Non-Resident Non-Profit	Per Hour	\$35	\$38	\$38
Resident, Resident Non-Profit	Per Hour	\$20	\$38	\$30
Approved City of Orange Youth Sports Non-Profit Organizations	Per Hour	\$2	\$38	\$19
<b>Premier - Lighted</b>				
Deposit	Deposit	\$70	\$70	\$70
Non-Orange Based Business	Per Hour	\$145	\$71	\$89
Orange Based Business	Per Hour	\$85	\$71	\$71
Non-Resident, Non-Resident Non-Profit	Per Hour	\$55	\$71	\$71
Resident, Resident Non-Profit - per hour	Per Hour	\$35	\$71	\$57
<b>Premier Non-Lighted</b>				
Deposit	Deposit	\$70	\$70	\$70
Non-Orange Based Business - per hour	Per Hour	\$115	\$42	\$53
Orange Based Business - per hour	Per Hour	\$55	\$42	\$42
Non-Resident, Non-Resident Non-Profit	Per Hour	\$45	\$42	\$42
Resident, Resident Non-Profit	Per Hour	\$30	\$42	\$34
Maintenance Fee for High Impact and/or Repetitive Use	Actual Cost	Actual Cost	Actual Cost	Actual Cost
<b>Sports Center at Grijalva Park:</b>				
<b>Gymnasium</b>				
Deposit	Deposit	\$200	\$200	\$200
Non-Orange Based Business	Per Hour	\$175	\$179	\$224
Orange Based Business	Per Hour	\$150	\$179	\$179
Non-Resident, Non-Resident Non-Profit	Per Hour	\$95	\$179	\$179
Resident, Resident Non-Profit	Per Hour	\$65	\$179	\$143
Approved City of Orange Recreation Based Youth Sports Non-I	Per Hour	\$45	\$179	\$90
<b>Classroom AB</b>				
Deposit	Deposit	\$75	\$75	\$75
Non-Orange Based Business	Per Hour	\$100	\$154	\$193
Orange Based Business	Per Hour	\$80	\$154	\$154
Non-Resident, Non-Resident Non-Profit	Per Hour	\$60	\$154	\$154
Resident, Resident Non-Profit	Per Hour	\$40	\$154	\$123
<b>Dance Room</b>				
Deposit	Deposit	\$75	\$75	\$75
Non-Orange Based Business	Per Hour	\$100	\$128	\$160
Orange Based Business	Per Hour	\$80	\$128	\$128
Non-Resident, Non-Resident Non-Profit	Per Hour	\$60	\$128	\$128
Resident, Resident Non-Profit	Per Hour	\$40	\$128	\$102
<b>AV Equipment</b>				
Deposit	Deposit	\$50	\$50	\$50
All Users	Per Use	Modified	\$60	\$60
<b>Senior Citizen Center:</b>				
<b>Large Banquet Room</b>				
Deposit	Deposit	\$500	\$500	\$500
Facility Cleaning	Each	Actual Cost	Actual Cost	Actual Cost
<u>Non-Orange Based Business</u>				
First 5 hours	Base	\$600	\$1,590	\$1,988
Each add'l hr.	Each add'l hr.	\$120	\$139	\$199
<u>Orange Based Business</u>				
first 5 hours	Base	\$600	\$1,590	\$1,590
each add'l hr.	Each add'l hr.	\$120	\$139	\$159
<u>Non-Resident, Non-Resident Non-Profit</u>				
first 5 hours	Base	\$600	\$1,590	\$1,590
each add'l hr.	Each add'l hr.	\$120	\$139	\$159

**Master Fee Schedule**

Fee Name	Unit	Current Fee	Total Cost	Recommended Fee
<b>Resident, Resident Non-Profit</b>				
first 5 hours	Base	\$500	\$1,590	\$1,272
each add'l hr.	Each add'l hr.	\$100	\$139	\$127
<b>Meeting Rooms:</b>				
Deposit	Deposit	\$75	\$75	\$75
Non-Orange Based Business	Per Hour	\$50	\$162	\$203
Orange Based Business	Per Hour	\$50	\$162	\$162
Non-Resident, Non-Resident Non-Profit	Per Hour	\$50	\$162	\$162
Resident, Resident Non-Profit	Per Hour	\$30	\$162	\$130
<b>Cancellations (excluding Senior Center large banquet room):</b>				
30 Days Prior to Event	Each	refund less \$10.00	Full refund less \$25.00	
29 to 14 Days Prior to Event	Each	refund less \$50.00	Full refund less \$50.00	
13 Days Prior to Event or Fewer	Each	Forfeit Rental Fee	Forfeit Rental Fee	
<b>Cancellations (Senior Center large banquet room):</b>				
Written, 60 Days Prior to Event	Each	refund less \$10.00	Full refund less \$25.00	
Written, 59 to 45 Days Prior to Event	Each	refund less \$100.00	Full refund less \$100.00	
44 Days Prior to Event or Fewer	Each	Forfeit Rental Fee	Forfeit Rental Fee	
<b>Finance</b>				
<b>Returned Check Charge:</b>				
First check	Each	\$25		\$25
Subsequent check	Each	\$35		\$35
Credit Card Surcharge	% of Fee	New	3.12%	3.12%
<b>Accounts Receivable Delinquent Penalty:</b>				
After 30 Days	Outstanding Balance	20%		20%
After 60 Days	Outstanding Balance	30%		30%
<b>Business Licenses</b>				
New Business License Application	Each	\$76	\$79	\$79
Annual Renewal Processing Fee	Each	Modified	\$26	\$26
Duplicate Certificate	Each	\$10	\$14	\$14
Change of Location	Each	\$10	\$44	\$44
Massage Permit - includes material + inspection	Each	\$250	\$651	\$651
Initial Regulatory Permit Application	Each	\$100	\$109	\$109
Secondhand Dealer Renewal Permit	Each	\$40	\$87	\$87
Firearm Regulatory Permit Renewal	Each	\$30	\$216	\$216
Delinquent Penalty	Per Month	25%		
<b>Non-compliance Penalty:</b>				
After 90 Days for Renewals	Each	\$50		\$50
After 45 Days for New Applicants	Each	\$50		\$50
Short Term Rental Permit	Each	\$250	\$491	\$491
<b>Fines for Violations of Short Term Rental Regulations</b>				
<b>1st Offense:</b>				
Minor Offense	Each	\$250		\$250
Major Offense	Each	\$1,000		\$1,000
<b>2nd Offense:</b>				
Minor Offense	Each	\$500		\$500
Major Offense	Each	\$1,500		\$1,500
<b>3rd and Subsequent Offenses:</b>				
Minor Offense	Each	\$1,000		\$1,000
<b>Fire</b>				
<b>Paramedic Services</b>				
Annual Paramedic Subscription Program	Per Year	\$60	\$68	\$68
Additional 10 employees/residents for businesses and congregations	Per 10 Employees	Modified	\$68	\$68
Basic Life Support (BLS)	Per Call	\$405	\$482	\$482
Advanced Life Support (ALS)	Per Call	\$508	\$681	\$681
Transport Fees	Each	\$1,876	\$2,044	\$2,044
Mileage	Per Mile	\$20	\$27	\$27
<b>Emergency Transport Standby Time</b>				
ALS	Per 30 Mins Per Person	Modified	\$202	\$202
BLS	Per 30 Mins Per Person	Modified	\$117	\$117
<b>Late Fees for Haz Mat Disclosure</b>				
After 30 days	Annual Disclosure Fee	20%		20%
Incomplete form submittal after 30 days	Annual Disclosure Fee	20%		20%
After 45 days	Annual Disclosure Fee	Additional 30%		Additional 30%
Incomplete form submittal after 45 days	Annual Disclosure Fee	Additional 30%		Additional 30%

## Master Fee Schedule

Fee Name	Unit	Current Fee	Total Cost	Recommended Fee
Hazardous Materials Specialist consultation charge for failure	Each	\$60		\$60
Penalty for failure to comply with precautions against fire and	Each	\$350		\$350
<b>False Alarms</b>				
Excess of 1 alarm in any 30 day period	Each	\$174		\$174
Excess of 2 alarms in any 6 month period	Each	\$174		\$174
Failure to Notify of Testing or Work on System	Each	\$174		\$174
Valid Code Complaint (billed to violator)	Actual Cost	Actual Cost		Actual Cost
<b>Annual Fire Permits / Special Events:</b>				
<b>Inspections:</b>				
<b>Apartments:</b>				
3-25 units	Per Inspection	\$85	\$183	\$183
26-75 units	Per Inspection	\$285	\$480	\$480
76-150 units	Per Inspection	\$400	\$678	\$678
151-250 units	Per Inspection	\$660	\$876	\$876
251-350 units	Per Inspection	\$808	\$1,075	\$1,075
351-450 units	Per Inspection	\$955	\$1,273	\$1,273
AB38/Home Assessment Fee	Each	\$136	\$194	\$194
Waste Handling - Including Wrecking Yards, Junk Yards, and Waste M	Each	\$280	\$325	\$325
Open Burning - Excluding Recreational Fires	Each	\$232	\$381	\$381
Open Flames & Candles	Each	\$232	\$381	\$381
Cellulose Nitrate Film in Group A Occupancy	Each	\$47	\$124	\$124
Combustible Fiber Storage or Handling in Excess of 100 Cubic Feet	Each	\$187	\$245	\$245
Cryogenics Fluids Not Requiring Hazardous Materials Disclosure	Each	\$47	\$124	\$124
Dry Cleaning	Each	\$187	\$245	\$245
Dust Producing Operation - Combustible Dust	Each	\$93	\$164	\$164
Repair Garages - Includes Associated Fuel Dispensing	Each	\$47	\$124	\$124
High Piled Storage in Excess of 500 Square Feet	Each	\$140	\$205	\$205
Lumber Yard or Woodworking Plant	Each	\$280	\$325	\$325
Magnesium - Melting, Casting, Heat-Treating or Grinding an Amount in	Each	\$93	\$164	\$164
Organic Coatings - Production in Excess of 1 Gallon per Day	Each	\$140	\$205	\$205
Ovens, Industrial Baking or Dry	Each	\$93	\$164	\$164
Tank Vehicles	Each	\$47	\$124	\$124
Temporary Membrane Structures and Tents	Each	\$232	\$381	\$381
Hot Work; or Cutting or Welding	Each	\$47	\$124	\$124
Explosives - Explosive Materials, Fireworks or Pyrotechnic Special Eff	Per Hour	\$309	\$480	\$480
Buildings Originally Constructed to High-Rise Standards - Less than 7	Each	\$1,545	\$2,066	\$2,066
High Rise Building	Each	\$1,854	\$2,462	\$2,462
<b>Mail Buildings, Covered or Open - Placement of Fixtures, Displays or Equipment; Display of Liquid or Gas-Fired Equipment; or Use of Open-Flame or Flame-Producing Equipment</b>				
Temporary Kiosks	Each	\$154	\$282	\$282
Open flame / flame producing devices	Each	\$154	\$282	\$282
Parade Floats	Each	\$39	\$133	\$133
Places of Assembly	Each	\$187	\$245	\$245
Spraying or Dipping - Utilization of Flammable or Combustible Liquids	Each	\$93	\$164	\$164
Tire Rebuilding Plant	Each	\$93	\$164	\$164
<b>Care Facilities:</b>				
7-99 Occupants	Each	\$348	\$530	\$530
100-199 occupants	Each	\$463	\$678	\$678
200+ occupants	Each	\$502	\$728	\$728
<b>New Facility Inspection Fee:</b>				
25 clients or less	Each	\$463	\$678	\$678
26+ clients	Each	\$502	\$728	\$728
<b>Hospitals &amp; Convalescent:</b>				
1-99 beds	Each	\$348	\$530	\$530
100-199 beds	Each	\$463	\$678	\$678
200+ beds	Each	\$502	\$728	\$728
<b>Day Care Facilities</b>				
Non-Residential Based	Each	\$232	\$381	\$381
General Use Permits	Per Hour	\$163	\$273	\$273
Fireworks Display - min 2 hours	Per Hour	\$309	\$480	\$480
<b>Spill Response:</b>				
Up to 5 gallons	Each	\$894	\$1,182	\$1,182
Over 5 gallons	Each	Actual Cost	Actual Cost	Actual Cost

**Master Fee Schedule**

Fee Name	Unit	Current Fee	Total Cost	Recommended Fee
<b>After Hours Work</b>				
Fire Safety Specialist	Per Hour	\$154	\$176	\$176
Hazardous Materials Specialist	Per Hour	\$161	\$185	\$185
Fire Plan Examiner	Per Hour	\$166	\$191	\$191
Fire Captain	Per Hour	\$201	\$233	\$233
Re-inspection Fee for Rejected Prevention Division Inspection	Each	\$179	\$318	\$318
Report Fees	Each	\$61	\$84	\$84
<b>Non-Criminal</b>				
Cause & origin Investigators Report	Per Hour	\$196	\$204	\$204
Misc. Investigators Report	Per Hour	\$196	\$204	\$204
SFD Investigators Report	Per Hour	\$196	\$204	\$204
Commercial Occupancy Investigators Report	Per Hour	\$196	\$204	\$204
Standby Time Hazardous Materials Specialist	Per Hour	\$161	\$196	\$196
Change Hazardous Materials Contents of Underground Storage Tank	Per Hour	\$561	\$196	\$196
Hazardous Materials - Store, Handle, Use Sell	Per Hour	\$561	\$171	\$171
Review HMMP Plans	Per Hour	\$154	\$193	\$193
Flammable or Combustible / Liquid Pipeline Operation /Excavation	Per Hour	\$322	\$196	\$196
<b>Hazardous Materials - Disclosure Fees:</b>				
1 material	Each	\$272	\$349	\$349
2-4 materials	Each	\$433	\$555	\$555
5-9 materials	Each	\$594	\$760	\$760
10-15 materials	Each	\$674	\$862	\$862
16-20 materials	Each	\$795	\$1,016	\$1,016
21-25 materials	Each	\$996	\$1,273	\$1,273
26-30 materials	Each	\$1,117	\$1,427	\$1,427
31-44 materials	Each	\$1,238	\$1,580	\$1,580
45+ materials	Each	\$1,399	\$1,786	\$1,786
<b>Underground Tanks:</b>				
1 tank	Each	\$705	\$904	\$904
2 tanks	Each	\$866	\$1,110	\$1,110
3 tanks	Each	\$1,027	\$1,315	\$1,315
4 tanks	Each	\$1,188	\$1,520	\$1,520
5 tanks	Each	\$1,349	\$1,725	\$1,725
Class I or II liquids Removal	Each	\$322	\$410	\$410
To install, alter, remove, abandon, or temporarily place out of service	Each	\$161	\$205	\$205
To change type of contents to a material other than designed for - 2 hr	Per Hour	\$161	\$205	\$205
Plan Check Hazmat Fee	Per Hour	\$161	\$205	\$205
Existing Tank Monitoring System Restart	Each	\$644	\$820	\$820
Aerosol Products - Level 2 or 3 in excess of 500 pounds	Each	\$140	\$120	\$120
Amusement Building	Each	\$386	\$537	\$537
Aviation Facility	Each	\$421	\$362	\$362
Carnival or Fair	Per Hour	\$309	\$438	\$438
Compressed Gas Not Requiring Hazardous Materials Disclosure	Each	\$140	\$120	\$120
Exhibits & Trade Shows - Min 2 hours	Per Hour	\$309	\$438	\$438
Flammable & Combustible Liquids	Each	\$140	\$120	\$120
Floor Finishing - in Excess of 350 Sq. Ft. Using Class I or II liquids	Each	\$154	\$240	\$240
Fruit & Crop Ripening - Using Ethylene Gas	Each	\$140	\$120	\$120
Fumigation & Insecticidal Fogging	Each	\$77	\$141	\$141
Hazardous Materials Not Requiring Hazardous Materials Disclosure	Each	\$140	\$120	\$120
Hazardous Production Materials Facility	Each	\$309	\$438	\$438
Liquid or Gas-Fueled Vehicle(s) in an Assembly Building	Each	\$154	\$240	\$240
Liquid Propane Gas Not Requiring Hazardous Materials Disclosure	Each	\$140	\$120	\$120
Miscellaneous Combustible Storage in Excess of 2,500 Cubic Feet	Each	\$140	\$120	\$120
Open Flame or Torch - Removal of Paint or Use within a Wildfire Risk	Each	\$77	\$141	\$141
Private Fire Hydrant - Use or Removal from Service (1 hour min)	Per Hour	\$154	\$240	\$240
Pyrotechnic Special Effects Material - Use or Handling (1 hour min)	Per Hour	\$154	\$240	\$240
Pyroxylin Plastics - Storage or Handling in Excess of 25 Pounds; or As	Each	\$280	\$241	\$241
Rooftop Heliport	Each	\$140	\$120	\$120
Storage of Scrap Tires & Tire Byproducts - Exterior Storage Exceeding	Each	\$280	\$241	\$241
Wood Products - Storage of Chips, Hogged Material, Lumber or Plywood	Each	\$140	\$120	\$120
Activity Related to Motion Picture, Television, or Commercial Production - Change of Building Use or Occupancy; Attendance of Live Audience; Wrap Party; Use of Pyrotechnic Special Effect; Open Flame; Use of Flammable or Combustible Liquid or Gas;	Each	\$154	\$240	\$240



**Master Fee Schedule**

Fee Name	Unit	Current Fee	Total Cost	Recommended Fee
2nd and subsequent Re-Inspection for Same Violation.	Each	\$292	\$351	\$351
Fire Flow Test Witnessing	Each	New	\$240	\$240
Fire Clearance	Per Hour	New	\$240	\$240
<b>Fire Construction Permits:</b>				
<b>Fire Protection Systems:</b>				
<b>New:</b>				
1-5 devices	Each	\$966	\$1,120	\$1,120
6-15 devices	Each	\$1,207	\$1,325	\$1,325
16-30 devices	Each	\$1,610	\$1,951	\$1,951
31-50 devices	Each	\$2,253	\$2,262	\$2,262
51-100 devices	Each	\$2,575	\$2,575	\$2,575
101-500 devices	Each	\$5,151	\$2,994	\$2,994
501-1,000 devices	Each	\$8,371	\$3,202	\$3,202
Each additional 500 devices or portion thereof over 1,000	Each Add'l 500 Devices	\$3,220	\$707	\$707
<b>Modifications:</b>				
1-5 devices	Each	\$644	\$704	\$704
6-15 devices	Each	\$724	\$1,019	\$1,019
16-30 devices	Each	\$1,046	\$1,435	\$1,435
31-50 devices	Each	\$1,207	\$1,643	\$1,643
Each additional 50 devices or portion thereof	Each Add'l 50 Devices	\$322	\$87	\$87
<b>Fire Sprinklers - 13 / 13D / 13R:</b>				
<b>New Construction:</b>				
Up to 50 Heads	Each	\$1,449	\$1,743	\$1,743
50-100 Heads	Each	\$2,012	\$2,471	\$2,471
101-500 Heads	Each	\$4,910	\$2,994	\$2,994
501-1,000 Heads	Each	\$8,130	\$3,202	\$3,202
Each additional 500 heads or portion thereof over 1,000	Each Add'l 500 Heads	\$3,220	\$915	\$915
<b>Tenant Improvements / Modifications:</b>				
Up to 50 Heads	Each	\$805	\$1,123	\$1,123
50-100 Heads	Each	\$1,046	\$1,435	\$1,435
Each additional 50 heads or portion thereof	Each Add'l 50 Heads	\$322	\$415	\$415
<b>Preaction Fire Sprinklers:</b>				
<b>New Construction:</b>				
Up to 50 Heads	Each	\$1,932	\$2,156	\$2,156
50-100 Heads	Each	\$2,253	\$2,572	\$2,572
Each additional 50 heads or portion thereof	Each Add'l 50 Heads	\$322	\$415	\$415
<b>Tenant Improvements / Modifications:</b>				
Up to 50 Heads	Each	\$1,046	\$1,435	\$1,435
50-100 Heads	Each	\$1,449	\$1,955	\$1,955
Each additional 50 heads or portion thereof	Each Add'l 50 Heads	\$322	\$415	\$415
Underground Private Fire Service Line	Each	\$1,851	\$1,945	\$1,945
Automatic Fire Extinguishing Systems (Hoods, spray booths,etc.)	Each	\$644	\$915	\$915
Spraying or Dipping - Flammable or Combustible LiquidsBooths	Each	\$805	\$1,123	\$1,123
Clean Agent Systems	Each	\$1,127	\$1,539	\$1,539
Smoke Control Systems	Each	\$2,897	\$3,825	\$3,825
Fire Pumps	Each	\$1,610	\$2,162	\$2,162
Standpipe System	Each	\$885	\$1,227	\$1,227
High Piled Storage	Each	\$966	\$1,331	\$1,331
Dry Cleaning	Each	\$644	\$915	\$915
Dust Production	Each	\$805	\$1,123	\$1,123
Industrial Ovens	Each	\$805	\$1,123	\$1,123
Carbon Dioxide System Exceeding 100 pounds of CO2 Used in Bevera	Each	\$140	\$704	\$704
<b>High Rise Building</b>				
Base (includes 6 floors)	Each	\$3,219	\$4,241	\$4,241
Per additional floor	Each Add'l Floor	\$322	\$415	\$415
Temporary Membrane Structures and Tents	Each	\$724	\$1,019	\$1,019
<b>Tanks:</b>				
<b>Underground Tanks:</b>				
First Tank	Each	\$2,575	\$3,367	\$3,367
Each additional tank	Each	\$483	\$615	\$615
Repair or Removal	Per Hour	New	\$196	\$196
<b>Aboveground Tanks:</b>				
First Tank	Each	\$966	\$1,315	\$1,315
Each additional tank	Each	\$322	\$410	\$410

**Master Fee Schedule**

Fee Name	Unit	Current Fee	Total Cost	Recommended Fee
Mechanical Refrigeration Equipment Regulated by CFC	Each	\$140	\$902	\$902
Vegetation Management Fuel Modifications	Each	\$1,127	\$1,539	\$1,539
Special Events Application	Each	\$121	\$282	\$282
Plan Check & Inspection Fees - Construction	Building Construction Plan Check & Inspection Fees	10%	10%	10%
Miscellaneous Plan Review - per hour	Each	\$161	\$211	\$211
Miscellaneous Services and Materials	Actual Cost	Actual Cost	Actual Cost	Actual Cost
<b>SURCHARGES</b>				
Technology Fee	% of Permit Fee	Modified	9.5%	9.5%
<b>Library</b>				
Lost Library Card	Each	\$2	\$14	\$10
Inter-Library Loan	Each	\$2	\$46	\$9
Processing Fees Damaged & Lost Materials	Each	\$5	\$24	\$5
<b>Local History Reproduction</b>				
Commercial Use Digital Image Fee	Each	\$35	\$58	\$45
Personal Use Digital Image File	Each	\$0	\$58	\$5
<b>Local History Research</b>				
Obituary Request	Per Request	\$25	\$131	\$131
Extensive Research Request	Per Hour	\$35	\$175	\$175
<b>Printing &amp; Photocopying</b>				
Black & White	Per Copy	\$0.15	\$0.27	\$0.25
Color	Per Copy	\$0.35	\$0.54	\$0.50
Holds not picked up	Per Item	\$0.50	\$12.86	\$2.00
Deactivation Fee	Each	New	\$99	\$11
Earbuds	Each	New	\$15	\$1
<b>Facility Rentals</b>				
<b>Rotary Room</b>				
Non-Profit in Orange	Per Hour	\$40	\$52	\$42
Non-Profit outside of Orange	Per Hour	\$45	\$52	\$52
For Profit in Orange	Per Hour	\$55	\$52	\$52
For Profit outside of Orange	Per Hour	\$65	\$52	\$65
<b>El Modena Community Room</b>				
Non-Profit in Orange	Per Hour	\$40	\$58	\$46
Non-Profit outside of Orange	Per Hour	\$45	\$58	\$58
For Profit in Orange	Per Hour	\$55	\$58	\$58
For Profit outside of Orange	Per Hour	\$65	\$58	\$73
<b>Orange Public Library &amp; History Center Community Room</b>				
Non-Profit in Orange	Per Hour	\$65	\$79	\$63
Non-Profit outside of Orange	Per Hour	\$70	\$79	\$79
For Profit in Orange	Per Hour	\$75	\$79	\$79
For Profit outside of Orange	Per Hour	\$80	\$79	\$99
Cancellation Fee	Each	\$45	\$41	\$41
Overtime Fee	Each	\$45		\$45
Room Cleaning Fee	Each	\$45	\$83	\$83
<b>Equipment Rental</b>				
<b>TV/DVD/Microphone</b>				
All Users	Per Rental	Modified	\$44	\$44
<b>Police</b>				
<b>ABC License (Alcoholic Beverage License); fee includes costs to conduct background investigation required by the ABC Dept and to process the application</b>				
New ABC License Application	Deposit	\$5,000	\$2,323	\$2,500
Renewal ABC License Application	Each	\$67	\$38	\$38
<b>Bike License</b>				
New Bike License	Each	\$4		\$4
Renewal Bike License	Each	\$2		\$2
<b>False Alarms</b>				
1st False Alarm	Each	\$0	\$198	\$0
2nd False Alarm	Each	\$0	\$198	\$0
3rd False Alarm	Each	\$150	\$198	\$150
4th False Alarm	Each	\$200	\$198	\$200
5th False Alarm	Each	\$200	\$198	\$200
6+ False Alarms	Each	New	\$198	\$300
<b>Fines</b>				
Commercial Vehicle in Residential Areas	Each	\$100		\$100

**Master Fee Schedule**

Fee Name	Unit	Current Fee	Total Cost	Recommended Fee
Handicapped Fine	Each	\$300		\$300
Parking Fines	Each	\$65		\$65
<b>Party Calls / Noise Disturbance:</b>				
First Offense	Each	Actual Cost		\$0
Second & Subsequent Offenses	Each	Actual Cost		\$150
Seventy-Two Hour Parking	Each	\$150		\$150
<b>Massage Operator Testing Service</b>				
Background Information*	Each	\$114	\$260	\$260
Testing Cost (initial or retake)	Each	\$114	\$153	\$153
<b>On Street Parking of Oversized Vehicles</b>				
Annual Permit / Sole Means of Transportation	Per Year	\$15	\$25	\$25
Seven-Day Visitor Permit	Each	\$27	\$27	\$27
<b>Other Fees</b>				
Business License Review	Each	\$49	\$153	\$153
Citation Validation	Each	\$30	\$42	\$35
Civil Subpoena	Per Subpoena	\$15		\$15
Copies of Citations	Per Citation	\$6	\$21	\$15
<b>Digital Media CD / DVD / USB Copy</b>				
Processing	Each	\$25	\$32	\$32
Materials Cost	Each	\$6	\$31	\$10
Immigration Clearance Letter	Each	\$30	\$65	\$45
Livescan	Each	\$35	\$65	\$60
Local Background Check	Each	\$30	\$65	\$45
Notification Letter	Each	\$30	\$65	\$45
Plan Check & Inspection Fees - Construction	Building Construction Plan Check & Inspection Fees	3%	Actual Cost	Actual Cost
Private Property Impound	Each	\$18	\$32	\$32
<b>Photocopy</b>				
Black & White Copy	Per Page	\$0.15		\$0.15
Color Copy	Per Page	\$0.25		\$0.25
<b>Tow Truck Driver Background</b>				
Initial*	Each	\$85	\$125	\$100
Renewal	Each	\$65	\$87	\$75
Vehicle ID Verification - per vehicle	Each	\$75	\$157	\$125
Vehicle Repossession	Each	\$15		\$15
Witness Fee	Deposit Per Day	\$275	\$275	\$275
<b>Parking Permits</b>				
Business Parking Permit	Each	\$30	\$49	\$35
Chapman Parking Permit	Per Student, Per Year	\$30	\$42	\$42
Landlord Permit (Up to 1 permits per household)	Each	\$29	\$36	\$35
3+ Units / Apartments (Up to 3 permits per household)	Each	\$30	\$38	\$35
Duplex (Up to 4 permits per household)	Each	\$30	\$38	\$35
Single-Family (up to 5 permits per household)	Each	\$30	\$38	\$35
<b>Retail Establishment Inspection-Firearms</b>				
Annual Inspection	Each	\$88	\$43	\$43
Initial Inspection	Each	\$221	\$86	\$86
Re-inspection Fee (upon 3rd inspection)	Per Hour	\$97	\$43	\$43
<b>Tow Fees</b>				
OMC / CVC Tow Release	Each	\$200	\$166	\$200
30-day Impound Release	Each	\$245	\$235	\$245
DUI Arrest Tow Release	Each	\$285	\$199	\$285
<b>PUBLIC WORKS - ENGINEERING DIVISION</b>				
<b>DEVELOPMENT SERVICES</b>				
Lot Line Adjustment	Each	\$2,393	\$2,828	\$2,828
Certificate of Compliance	Each	\$2,393	\$2,828	\$2,828
Certificate of Correction / Amended Map	Each	\$2,392	\$2,828	\$2,828
Process Grading Application	Each	\$345	\$688	\$688
<b>Encroachment Permits:</b>				
Process Encroachment Application	Each	\$327	\$535	\$535
Storage Bins Application	Each	\$228	\$265	\$265
<b>Traffic Control Plan Review</b>				
Minor	Each	New	\$308	\$308
Major	Each	New	\$721	\$721
<b>Driveways</b>				

**Master Fee Schedule**

Fee Name	Unit	Current Fee	Total Cost	Recommended Fee
Non-arterial Residential	Each	\$638	\$755	\$755
Arterial Commercial	Each	\$1,147	\$1,209	\$1,209
Grease Interceptor Installed in City ROW	Each	\$7,500	Per Encroachment Agreement	\$7,500
Sidewalk	Each	\$567	\$755	\$755
<b>Streetwork / Trench Repair:</b>				
0-100 feet	Each	\$928	\$1,510	\$1,510
101 to 500 feet	Each	Modified	\$1,969	\$1,969
501-1000 feet	each	\$2,887	\$2,874	\$2,874
1,001 to 2,000 feet	Each	Modified	\$4,642	\$4,642
Minor Encroachment Permit	Each	\$426	\$604	\$604
Utility Lateral for house connection on residential streets Sewer Later	Each	\$1,005	\$1,510	\$1,510
Fire Service Connection	Each	\$1,854	\$2,110	\$2,110
<b>Outdoor Dining Permits</b>				
New Application	Each	\$385	\$841	\$841
Renewal	Each	\$205	\$383	\$383
Initial Inspection & Application - Mail Carriers, Newspaper Racks, Drop Off Boxes, Recycling Bins, etc.	Each	\$100	\$478	\$478
Renewal Inspection - All Boxes	Each	\$50	\$328	\$328
<b>ENGINEERING SERVICES</b>				
Flood Zone Written Notice	Each	\$392	\$275	\$275
Street Addressing	Each	\$789	\$787	\$787
Summary Abandonment	Each	\$1,642	\$1,254	\$1,254
Full Abandonment	Each	\$1,642	\$1,603	\$1,603
Quit Claims	Each	\$1,642	\$1,254	\$1,254
Granting Easement on City Property	Each	New	\$1,603	\$1,603
Grease Interceptor License	Each	\$7,500	\$2,464	\$2,464
Map Sheets	Each	\$208	\$280	\$280
Sewer Frontage Charges - per l.f.	Per Linear Foot	\$155		\$155
<b>DEPOSIT-BASED FEES</b>				
Tract Development	Deposit	\$10,000	\$10,000	\$10,000
Tract or Parcel Map (Map Only)	Deposit	\$2,000	\$2,000	\$2,000
Non-Priority Water Quality Management Plan (WQMP) / Inspection Review	Deposit	\$500	\$500	\$500
Priority Water Quality Management Plan (WQMP) Review / Inspection	Deposit	\$1,000	\$1,000	\$1,000
Grading Plan Review & Inspection	Deposit	\$3,000	\$3,000	\$3,000
Large Encroachment Projects or Streetwork / Trenchwork 2,001 ft. or	Deposit	\$5,000	\$5,000	\$5,000
Annual Blanket Encroachment Permit	Deposit	\$30,000	\$30,000	\$30,000
<b>SURCHARGES</b>				
Technology Fee	% of Permit Fee	Modified	9.5%	9.5%
<b>PUBLIC WORKS - FIELD SERVICES DIVISION</b>				
Removal of Abandoned Shopping Cart	Each	\$56	\$60	\$60
Banner Installation & Removal	Each	\$259	\$277	\$277
<b>Graffiti Removal:</b>				
0-50 sq. ft.	Up to 50 sq. ft.	\$146	\$155	\$155
Each addl sq. ft.	Add'l sq. ft.	\$0.75	\$0.80	\$0.80
<b>Old Towne Plaza Outdoor Dining Sidewalk Cleaning</b>				
City Processing	Per sq. ft.	Modified	\$0.65	\$0.65
Contract Cost	Per sq. ft.	Modified	Actual Cost	Actual Cost
<b>Tree Removal</b>				
City Processing	Each	Modified	\$120	\$120
Contract Cost	Each	Modified	Actual Cost	Actual Cost
<b>Tree Planting - 24 in Box Tree</b>				
City Processing	Each	Modified	\$180	\$180
Contract Cost	Each	Modified	Actual Cost	Actual Cost
<b>Tree Planting - 36 in Box Tree</b>				
City Processing	Each	New	\$180	\$180
Contract Cost	Each	New	Actual Cost	Actual Cost
Bulky Item Pickup	Each	Actual Cost	Actual Cost	Actual Cost
<b>Self-Hauling Permit</b>				
City Processing	Each	New	\$689	\$689
Contract Cost	Each	New	Actual Cost	Actual Cost
Waste Management Plan	Each	\$148	\$374	\$374
<b>PUBLIC WORKS - TRAFFIC DIVISION</b>				
<b>Neighborhood Permit Parking Program</b>				

**Master Fee Schedule**

Fee Name	Unit	Current Fee	Total Cost	Recommended Fee
Application	Each	\$500	\$5,000	\$500
Processing Fee	Each	\$500	\$1,500	\$500
<b>Transportation Permit</b>				
Per Trip	Per Trip	\$16	\$116	\$16
Annual	Per Year	\$90	\$148	\$90
Streetlight Banner	Each	New	\$459	\$459
Streetlight Banner Renewal/Extension	Each	New	\$229	\$229
Plaza Banners (City events exempt)	Each	\$200	\$410	\$410
<b>DEPOSIT-BASED FEES</b>				
Transportation Demand Management Review and Development Fee	Deposit	\$500	\$500	\$500
Traffic Commission Appeal	Deposit	\$500	\$500	\$500
TSIP Appeal Fee	Deposit	\$500	\$500	\$500
Street Name Change	Deposit	\$1000	\$1,000	\$1,000
<b>PUBLIC WORKS - WATER DIVISION</b>				
<b>FLAT FEES</b>				
<b>Plan Check &amp; Inspection Fee</b>				
Water Service, no on-site water facilities	Each	\$595	\$600	\$600
<b>Metered Services (complete installation by city)</b>				
3/4"	Each	\$3,500	\$8,050	\$8,050
1"	Each	\$4,000	\$9,134	\$9,134
1.5"	Each	\$4,500	\$11,474	\$11,474
2"	Each	\$5,000	\$13,706	\$13,706
<b>Hot Taps by City (Trench Excavation by contractor)</b>				
4" Laterals	Each	\$2,600	\$4,486	\$4,486
6" Laterals	Each	\$3,200	\$5,560	\$5,560
8" Laterals	Each	\$4,200	\$7,038	\$7,038
10" Laterals	Each	\$5,000	\$8,325	\$8,325
12" Laterals	Each	\$5,800	\$9,610	\$9,610
Broken Curb Stop	Each	\$225	\$279	\$279
Pull Water Meter	Each	\$175	\$183	\$183
Utility Account Establishment	Per account	\$50	\$66	\$66
As of Last Read Establishment Fee	Per account	\$25	\$27	\$27
Reconnection Fee - during business hours	Each	\$70	\$111	\$111
After Hours Reconnection Surcharge	Each	\$100	\$151	\$151
Meter Testing	Deposit	\$239	\$239	\$239
Research Fee	Each	\$25	\$100	\$100
Monitoring Well Permit	Per application	\$151	\$304	\$304
<b>Returned Payment Processing Charge</b>				
First Returned Payment	Each	\$25	\$68	\$25
Second & Subsequent Returned Payments	Each	\$25	\$68	\$35
Service Call / Door Hanger	Each	\$35	\$112	\$112
Delinquent Surcharge	Each	\$30	\$165	\$165
Backflow Prevention Inspection	Each	\$342	\$339	\$339
Fire Hydrant Flow Test	Each	New	\$169	\$169
<b>Water Main Connection Charge</b>				
<b>Below Elevation 400</b>				
Residential	Per acre	\$1,500		\$1,500
Commercial	Per acre	\$1,760		\$1,760
Industrial	Per acre	\$2,020		\$2,020
<b>Above Elevation 400</b>				
All Uses	Per acre	\$2,290		\$2,290
Commercial and Industrial Developments with Multi- Story Str	Per sq. foot of total building area	\$0.22		\$0.22
Water Collection Delinquent Penalty (After 25 Days)	Outstanding Balance	10%		10%
City Sanitation Services Delinquent Penalty (After 25 Days)	Outstanding Balance	10%		10%
<b>DEPOSIT-BASED FEES</b>				
<b>Plan Check &amp; Inspection Fees:</b>				
Small Development, no on-site water pipeline	Deposit	\$2,000	\$2,000	\$2,000
New development with on-site pipeline	Deposit	\$4,000	\$4,000	\$4,000
<b>Construction Meter Charges</b>				
Daily Rental Fee	Deposit	\$2.75	\$2.75	\$2.75
2 1/2" Meter Installation Charge	Deposit	\$1,500	\$2,500	\$2,500
4" Meter Installation Charge	Deposit	\$3,000	\$3,000	\$3,000
6" Meter Installation Charge	Deposit	\$5,000	\$5,000	\$5,000



# Agenda Item

## Orange City Council

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**Item #:** 10.1.

**9/9/2025**

**File #:** 25-0511

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Wayne W. Winthers, Interim City Attorney

### 1. SUBJECT

Introduction and First Reading of Ordinance No. 15-25 amending Section 12.48.105 of the Orange Municipal Code, Park Ordinance - Permits Required.

### 2. SUMMARY

This is an amendment to Section 12.48.105, Subsection A of the Orange Municipal Code to achieve the intent of the Community Services Director in prohibiting gatherings of 25 or more people at the park without a permit.

### 3. RECOMMENDED ACTION

Introduce and conduct First Reading of Ordinance No. 15-25. An Ordinance of the City Council of the City of Orange amending Section 12.48.105 of the Orange Municipal Code.

### 4. FISCAL IMPACT

None.

### 5. STRATEGIC PLAN GOALS

Goal 4: Provide outstanding public service

b: Provide facilities and services to meet customer expectations.

### 6. DISCUSSION AND BACKGROUND

On October 8, 2024, the City of Orange adopted Ordinance No. 24-24 which repealed and replaced in its entirety the Park Ordinance set forth in Chapter 12.48 of the Orange Municipal Code. At that time, a revision to Section 12.48.105, Subsection A revised the requirement for a permit for groups gathering at a park to be 10 or more people instead of 25 or more people which did not conform with the intent of the Community Services Director.

This amendment to Section 12.48.105, Subsection A of the Orange Municipal Code will restore the permit requirement for public gathering at the park to 25 or more people at the park without a permit which was law prior to the revision on October 8, 2024, and conforms with the intent of the Community Services Director.

### 7. ATTACHMENTS

- Ordinance No. 15-25
- Ordinance No. 15-25 (redline)



# Agenda Item

## Orange City Council

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**Item #:** 10.1.

**9/9/2025**

**File #:** 25-0511

---

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

**THRU:** Jarad Hildenbrand, City Manager

**FROM:** Wayne W. Winthers, Interim City Attorney

### 1. SUBJECT

Introduction and First Reading of Ordinance No. 15-25 amending Section 12.48.105 of the Orange Municipal Code, Park Ordinance - Permits Required.

### 2. SUMMARY

This is an amendment to Section 12.48.105, Subsection A of the Orange Municipal Code to achieve the intent of the Community Services Director in prohibiting gatherings of 25 or more people at the park without a permit.

### 3. RECOMMENDED ACTION

Introduce and conduct First Reading of Ordinance No. 15-25. An Ordinance of the City Council of the City of Orange amending Section 12.48.105 of the Orange Municipal Code.

### 4. FISCAL IMPACT

None.

### 5. STRATEGIC PLAN GOALS

Goal 4: Provide outstanding public service

b: Provide facilities and services to meet customer expectations.

### 6. DISCUSSION AND BACKGROUND

On October 8, 2024, the City of Orange adopted Ordinance No. 24-24 which repealed and replaced in its entirety the Park Ordinance set forth in Chapter 12.48 of the Orange Municipal Code. At that time, a revision to Section 12.48.105, Subsection A revised the requirement for a permit for groups gathering at a park to be 10 or more people instead of 25 or more people which did not conform with the intent of the Community Services Director.

This amendment to Section 12.48.105, Subsection A of the Orange Municipal Code will restore the permit requirement for public gathering at the park to 25 or more people at the park without a permit which was law prior to the revision on October 8, 2024, and conforms with the intent of the Community Services Director.

### 7. ATTACHMENTS



- Ordinance No. 15-25
- Ordinance No. 15-25 (redline)

**ORDINANCE NO. 15-25**

**AN ORDINANCE OF THE CITY COUNCIL OF THE  
CITY OF ORANGE AMENDING SECTION 12.48.105  
OF THE ORANGE MUNICIPAL CODE**

**WHEREAS**, the Orange Municipal Code requires updates, from time to time, to reflect current administrative or operational procedures adopted by the City.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ORANGE DOES  
HEREBY ORDAIN AS FOLLOWS:**

**SECTION I:**

Section 12.48.105 (A) of the Orange Municipal Code, “Park Ordinance – Permits Required,” is hereby amended to read as follows:

- A.** Except in athletic facilities where a permit is required for groups of ten (10) persons or more, no person shall conduct, hold or carry on a gathering, celebration, event, or activity of twenty-five (25) persons or more in any Park without a written permit for such use.

**SECTION II:**

If any section, subdivision, paragraph, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each section, subdivision, paragraph, sentence, clause and phrase thereof, irrespective of the fact that any one (or more) section, subdivision, paragraph, sentence, clause or phrase had been declared invalid or unconstitutional.

**SECTION III:**

The City Clerk is hereby directed to certify the adoption of this Ordinance and cause the same to be published as required by law. This Ordinance shall take effect thirty (30) days from and after the date of its final passage.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2025.

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Daniel R. Slater, Mayor, City of Orange

**ATTEST:**

\_\_\_\_\_  
Pamela Coleman, City Clerk, City of Orange

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Wayne W. Winthers  
Interim City Attorney, City of Orange

STATE OF CALIFORNIA    )  
COUNTY OF ORANGE     )  
CITY OF ORANGE         )

I, PAMELA COLEMAN, City Clerk of the City of Orange, California, do hereby certify that the foregoing Ordinance was introduced at the regular meeting of the City Council held on the \_\_\_\_ day of \_\_\_\_\_, 2025, and thereafter at the regular meeting of said City Council duly held on the \_\_\_\_ day of \_\_\_\_\_, 2025 was duly passed and adopted by the following vote, to wit:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

\_\_\_\_\_  
Pamela Coleman, City Clerk, City of Orange

**ORDINANCE NO. 15-25**

**AN ORDINANCE OF THE CITY COUNCIL OF THE  
CITY OF ORANGE AMENDING SECTION 12.48.105  
OF THE ORANGE MUNICIPAL CODE**

**WHEREAS**, the Orange Municipal Code requires updates, from time to time, to reflect current administrative or operational procedures adopted by the City.

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ORANGE DOES  
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**SECTION I:**

Section 12.48.105 (A) of the Orange Municipal Code, “Park Ordinance – Permits Required,” is hereby amended to read as follows:

- A.** Except in athletic facilities where a permit is required for groups of ten (10) persons or more, no person shall conduct, hold or carry on a gathering, celebration, event, or activity of ~~ten~~ twenty-five (25) persons or more in any Park without a written permit for such use.

**SECTION II:**

If any section, subdivision, paragraph, sentence, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have passed this Ordinance, and each section, subdivision, paragraph, sentence, clause and phrase thereof, irrespective of the fact that any one (or more) section, subdivision, paragraph, sentence, clause or phrase had been declared invalid or unconstitutional.

**SECTION III:**

The City Clerk is hereby directed to certify the adoption of this Ordinance and cause the same to be published as required by law. This Ordinance shall take effect thirty (30) days from and after the date of its final passage.

**ADOPTED** this \_\_\_\_ day of \_\_\_\_\_, 2025.

---

Daniel R. Slater, Mayor, City of Orange

**ATTEST:**

\_\_\_\_\_  
Pamela Coleman, City Clerk, City of Orange

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Wayne W. Winthers  
Interim City Attorney, City of Orange

STATE OF CALIFORNIA    )  
COUNTY OF ORANGE     )  
CITY OF ORANGE         )

I, PAMELA COLEMAN, City Clerk of the City of Orange, California, do hereby certify that the foregoing Ordinance was introduced at the regular meeting of the City Council held on the \_\_\_\_ day of \_\_\_\_\_, 2025, and thereafter at the regular meeting of said City Council duly held on the \_\_\_\_ day of \_\_\_\_\_, 2025 was duly passed and adopted by the following vote, to wit:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

\_\_\_\_\_  
Pamela Coleman, City Clerk, City of Orange