

CITY OF LOS ALAMITOS
Council Chamber
3191 Katella Ave., Los Alamitos, CA 90720

CITY COUNCIL AGENDA
REGULAR MEETING

Monday, June 21, 2021 – 6:00 p.m.

SAFETY ALERT – NOTICE REGARDING COVID-19

If you wish to attend the City Council meeting in person, the Council Chamber located at 3191 Katella Ave., Los Alamitos, California 90720, will have outdoor seating for this meeting and the public shall have the right to observe and offer public comment at this location.

Masks, temperature checks, and visual check of symptoms will be required before entering the Council Chamber. Entrance and exit will be via the front doors as all other entrances/exits will be locked. A staff member will be present at the door to assist attendees with this process and ensure there is room for them in the Council Chamber.

Members of the public will be required to wear a mask. Seating will be available based on six feet of social distancing. The City of Los Alamitos continues to follow the Centers for Disease Control and Prevention (CDC) guidelines and these provisions are subject change with short notice.

While you may attend this meeting in person, given the health risks associated with COVID-19, please be advised that you may submit comments on any agenda item or on any item not on the agenda by email to cityclerk@cityoflosalamitos.org with the subject line "PUBLIC COMMENT ITEM #" (insert the item number relevant to your comment) or "PUBLIC COMMENT NON-AGENDA ITEM." Comments **received by 4:00 p.m.** will be compiled, provided to the City Council, and made available to the public before the start of the meeting. Staff will not read email comments at the meeting but the official record will include all email comments received until the close of the meeting. You may also view the meeting live on local cable channel 3 and online at <https://cityoflosalamitos.org/your-government/city-council/agendas-and-minutes/>.

Please consider carefully before attending this meeting in person and keep a six foot distance from others as much as possible. Please do not attend this meeting in person if you have traveled out of state and/or you have had direct contact with someone who has travelled or tested positive for Coronavirus (COVID-19), or you are experiencing symptoms such as coughing, sneezing, fever, difficulty breathing or other flu-like symptoms.

All speakers shall observe civility, decorum and good behavior. Any item submitted to the City Council during the meeting shall become public record and subject to applicable disclosure laws.

NOTICE TO THE PUBLIC – This Agenda contains a brief general description of each item to be considered. Except as provided by law, action or discussion shall not be taken on any item not appearing on the agenda. Supporting documents, including staff reports, are available for review at City Hall in the City Clerk's Office or on the City's website at www.cityoflosalamitos.org once the agenda has been publicly posted.

Each matter on the agenda, no matter how described, shall be deemed to include any appropriate motion, whether to adopt a minute motion, resolution, payment of any bill, approval of any matter or action, or any other action. Items listed as "for information" or "for discussion" may also be the subject of an "action" taken by the City Council at the same meeting.

Any written materials relating to an item on this agenda submitted to the City Council after distribution of the agenda packet are available for public inspection online at www.cityoflosalamitos.org.

It is the intention of the City of Los Alamitos to comply with the Americans with Disabilities Act (ADA) in all respects. If, as an attendee, or a participant at this meeting, you will need special assistance beyond what is normally provided, please contact the City Clerk's Office at (562) 431-3538, extension 220, 48 hours prior to the meeting so that reasonable arrangements may be made.

1. CALL TO ORDER

2. ROLL CALL

Mayor Chirco
Mayor Pro Tem Hasselbrink
Council Member Bates
Council Member Doby
Council Member Nefulda

3. PLEDGE OF ALLEGIANCE

Mayor Chirco will lead the Pledge of Allegiance.

4. INVOCATION

Mayor Pro Tem Hasselbrink will give the Invocation.

5. PRESENTATIONS

A. Presentation of California Parks and Recreation Society District 10 Volunteer Merit Award to Marilyn Poe

B. Presentation of Certificates of Recognition to the Grand Prize Winners of the Print Masters Art Contest:

- Aashna Patel (Elementary Ages 6-8 Category)
- Alistair Wu (Elementary Ages 9-11 Category)
- Phyllisia Rosen (Middle School Category)
- Jacqueline Ng (High School Category)
- McKenna Madison

C. Presentation of a Proclamation to the Parks, Recreation, and Cultural Arts Commission for Parks Make Life Better Month

D. Presentation by Lora Young, Director of Communications, of the Orange County Mosquito and Vector Control District Providing an Update on Activity in the City

E. Presentation by the City's Homeless Liaison Officer Providing an Update on Activity in the City

6. ORAL COMMUNICATIONS

At this time, any individual in the audience may come forward to speak on any item within the subject matter jurisdiction of the City Council. Remarks are to be limited to not more than five minutes per speaker.

7. COUNCIL ANNOUNCEMENTS

At this time, Council Members may also report on items not specifically described on the Agenda that are of interest to the community, provided no action or discussion is taken except to provide Staff direction to report back or to place the item on a future Agenda.

8. ITEMS FROM THE CITY MANAGER

9. WARRANTS

Ratify the Warrants for the period from May 14, to June 2, 2021, in the amount of \$890,042.88.

ROLL CALL

Mayor Chirco

Mayor Pro Tem Hasselbrink

Council Member Bates

Council Member Doby

Council Member Nefulda

10. CONSENT CALENDAR

All Consent Calendar items may be acted upon by one motion unless a Council Member requests separate action on a specific item.

A. Approval of Minutes (City Clerk)
Approve the City Council Special and Regular Minutes of May 17, 2021.

B. Professional Services Agreement with Teri Black & Company, LLC for Police Chief Recruitment (Administration)
This report seeks consideration of approval for the hiring of Teri Black & Company Recruiting Agency for the Chief of Police Recruitment.

Recommendations: Authorize the Mayor to execute a Professional Services Agreement with Teri Black & Company for Chief of Police Recruitment in an amount not to exceed \$28,680 for a term of no later than

December 31, 2021.

C. Resolution No. 2021-10 – Approving the Annual Appropriations Limit for Fiscal Year 2021-22 (Finance)

Staff has calculated the Fiscal Year 2021-22 Appropriations Limit as required by Article XIII B of the California Constitution. This item recommends the City Council establish its annual Appropriations Limit by Resolution.

Recommendation: Adopt Resolution No. 2021-10, entitled, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2021-22.”

D. Award of Consulting Services Agreement (CSA) with Fuscoe Engineering, Inc. Regarding the Annual Preparation of the City’s Program Effectiveness Assessment (PEA) Report (Development Services)

On May 13, 2021, staff received and reviewed proposals submitted in response to Request for Proposals (RFP) 2021-05 regarding the annual assistance in preparation of the City’s Program Effectiveness Assessment (PEA) Report.

Recommendation: Award the bid for RFP 2021-05 and authorize the Mayor to execute Consulting Services with Fuscoe Engineering, Inc. for annual assistance in preparation for the City’s Program Effectiveness Assessment (PEA) Report in an amount not to exceed \$15,000 annually for a term of two years, ending on June 21, 2023, unless extended by mutual written agreement.

E. Award of Professional Services Agreement (PSA) with Crosstown Electrical & Data Inc. for Citywide Traffic Signal Maintenance Services

On May 19, 2021, staff received and reviewed responses to the City’s Request for Proposals (RFP) 2021-06 for citywide Traffic Signal Maintenance Services.

Recommendation: Award the bid for RFP 2021-06 and authorize the Mayor to execute the Professional Services Agreement with Crosstown Electrical & Data Inc., for Traffic Signal Maintenance Services in an amount not to exceed \$1,228.50 per month for a term of two years, ending on June 21, 2023, unless extended by mutual agreement.

F. Measure M2 Seven Year Capital Improvement Program (Development Services)

To maintain its eligibility to receive Measure M2 sales tax revenue, the City is required to submit annual documentation on its transportation related

programs to the Orange County Transportation Authority (OCTA). This year's needed submittal documentation requires the approval of an updated Measure M2 Seven Year Capital Improvement Program, the adoption of a resolution attesting to the County's Master Plan of Arterial Highways Circulation Element and Mitigation Fee Program, and a resolution concerning the Pavement Management Plan.

Recommendations:

1. Approve and authorize Staff to submit to the Orange County Transportation Authority the Measure M2 Seven-Year Capital Improvement Program for Fiscal Years 2021/22 through 2027/28, to comply with Measure M2 eligibility criteria; and,
2. Adopt Resolution No. 2021-11, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, CONCERNING THE STATUS AND UPDATE OF THE CIRCULATION ELEMENT, AND MITIGATION FEE PROGRAM FOR THE MEASURE M (M2) PROGRAM"; and,
3. Adopt Resolution No. 2021-12, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, CONCERNING THE STATUS AND UPDATE OF THE PAVEMENT MANAGEMENT PLAN FOR THE MEASURE M2 (M2) PROGRAM".

G. Professional Services Agreement for Crossing Guard Services with All City Management Services (ACMS) (Police)

The City of Los Alamitos has outsourced crossing guard services to All City Management Services (ACMS) since FY 2016-2017. ACMS has successfully and effectively provided crossing guard services since that time. Staff is supportive of continuing this relationship and has secured an agreement with ACMS to continue this service into the next fiscal year.

Recommendation: Authorize the Mayor to execute Amendment 2 to the Professional Services Agreement for crossing guard services with All City Management Services in the amount of \$108,304.56, for a period of four years, ending June 30, 2022, unless extended by mutual written agreement.

11. PUBLIC HEARINGS

A. Adoption of the Fiscal Year 2021-22 Annual Operating and Capital Improvement Program Budget (Finance)

City Charter Sections 1201-1205 govern the development and adoption of the City's Annual Budget. Section 1203 requires a public hearing for public input on the proposed budget. Thereafter, the City Council shall adopt the budget with revisions, if any; establish estimated revenues, expenditure

appropriations, and transfers of funds of the City.

Recommendations:

1. Review, receive, and file the department overviews for Administration (City Manager, City Clerk), Finance, Police, Development Services, and Recreation and Community Services for Fiscal Year 2021-22; and,
2. Conduct a Public Hearing on the Proposed Annual Operating and Capital Improvement Program Budget; and,
3. Adopt Resolution No. 2021-13, entitled, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADOPTING THE ANNUAL OPERATING AND CAPITAL IMPROVEMENT PROGRAM BUDGET FOR FISCAL YEAR 2021-22”; and,
4. Adopt a Resolution No. 2021-14, entitled, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING THE SALARY SCHEDULE FOR EXECUTIVE AND NON-REPRESENTED EMPLOYEES EFFECTIVE JULY 4, 2021 AND REPLACING “C” OF RESOLUTION 2019-27”, and,
5. Adopt a Resolution No. 2021-15, entitled “A RESOLUTION OF THE CITY COUNCIL OF LOS ALAMITOS, CALIFORNIA, AMENDING THE HOURLY RATE SCHEDULE FOR PART-TIME EMPLOYEES EFFECTIVE JULY 4, 2021 AND REPEALING EXHIBIT “A” OF RESOLUTION 2020-40”, and,
6. Adopt a Resolution No. 2021-16, entitled, “A RESOLUTION OF THE CITY COUNCIL OF LOS ALAMITOS, CALIFORNIA, AMENDING THE SALARY SCHEDULE FOR CALIFORNIA TEAMSTERS 911 EMPLOYEES EFFECTIVE JULY 4, 2021 AND REPEALING EXHIBIT “3” OF RESOLUTION 201—26”, and,
7. Adopt a Resolution No 2021-17, entitled “A RESOLUTION OF THE CITY COUNCIL OF LOS ALAMITOS, CALIFORNIA, ADOPTING JOB DESCRIPTIONS”.

B. Ordinance 2021-02 – Amending Title 17 (Zoning) of the Los Alamitos Municipal Code (Development Services)

Since approval of the November 2019 zoning code (Title 17) update, staff has been working to identify sections of the Zoning Code that can be improved. The Zoning Code (Title 17) clarifications were considered by the Planning Commission, on March 24, 2021, and have been recommended

to City Council for approval.

Recommendations:

1. Introduce for first reading, read by title only, and waive further reading of Ordinance No. 2021-02; and,
2. City Attorney Daudt read the title of Ordinance No. 2021-02, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING TITLE 17 (ZONING) OF THE LOS ALAMITOS MUNICIPAL CODE TO CORRECT CLERICAL ERRORS AND OMISSIONS AND TO MAINTAIN INTERNAL CONSISTENCY (ZOA 21-01) (CITY INITIATED)."
3. Consideration of an exemption from the California Environmental Quality Act (CEQA) pursuant to the California Code of Regulations, Title 14, Chapter 3, Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) because it has no potential for resulting in a physical change to the environment, directly or indirectly.

12. DISCUSSION ITEM

A. **Street Curb Address Painting Contract for 2021 (Development Services)**

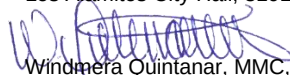
In November of 2003, City Council adopted a resolution allowing non-profit organizations located outside of the City to benefit from the administration of a street address painting contract within the City. The City's process requires interested non-profit organizations apply bi-annually for City Council approval.

Recommendations:

1. Discuss stencil options and select a stencil; and,
2. Authorize street curb address painting services for 2021 on a strictly donation basis, with Canning Hunger; and,
3. Authorize the City Manager to issue a no fee solicitor's permit and no fee encroachment permit.

13. ADJOURNMENT

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted at the Los Alamitos City Hall, 3191 Katella Ave. and online at www.cityoflosalamitos.org not less than 72 hours prior to the meeting.



Windyera Quintanar, MMC, City Clerk
Dated: June 16, 2021

CITY OF LOS ALAMITOS

A/P Warrants

JUNE 21, 2021

To Ratify

Pages:				
1-8	\$	259,073.17	Warrant	05/19/2021
9	\$	10,106.00	Advanced Warrant	05/24/2021
10-14	\$	79,742.24	Warrant	06/02/2021
15	\$	16,312.52	June Retirees	06/01/2021
16	\$	148,728.84	Payroll	05/14/2021
17	\$	81,105.32	Benefits & Withholdings	05/14/2021
18	\$	149,145.76	Payroll	05/28/2021
19	\$	145,829.03	Benefits & Withholdings	05/28/2021
Grand Total		\$ 890,042.88		

The attached Warrant Register containing checks and electronic funds transfers for the period from May 14, 2021 to June 2, 2021, is being presented for ratification by the City Council. The expenditures noted within this Warrant Register conform to the budget approved by the City Council. The Director of Finance certifies to the accuracy of the attached register and to the availability of monies for payment thereof.

Statement:

I hereby certify that the claims or demands covered by the forgoing listed warrants have been audited as to accuracy and availability of funds for payment thereof.

Certified by Craig Koehler, Interim Finance Director


 this 9th day of June, 2021

WARRANTS 05/19/2021

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ADMINISURE	WORKERS COMP CLAIMS- APR.	SELF INSURANCE TRU	INSURANCE	
	TOTAL:			513.38
AMERICAN RED CROSS	BASLINE CPR, FIRST AID TR	GENERAL FUND	RECREATION ADMINISTRATION	970.00
	TOTAL:			970.00
AMERICAN RENTALS	CONCRETE FOR ROBERTIS PARK	GENERAL FUND	STREET MAINTENANCE	412.34
	CONCRETE FOR 3861 FENLEY	GENERAL FUND	STREET MAINTENANCE	320.57
	TOTAL:			732.91
ANIMAL PEST MANAGEMENT SERVICES	GOPHER CONTROL- APRIL 2021	GENERAL FUND	PARK MAINTENANCE	490.00
	TOTAL:			490.00
BEE REMOVERS	COLONY OF BEES-REMOVED	GENERAL FUND	STREET MAINTENANCE	145.00
	TOTAL:			145.00
BLAZE CONE CO., INC.	TRAFFIC CONES	GENERAL FUND	TRAFFIC	732.50
	TOTAL:			732.50
CALIFORNIA FORENSIC PHLEBOTOMY, INC.	APRIL 2021- 3 BLOOD DRAWS	GENERAL FUND	PATROL	127.00
	TOTAL:			127.00
CARAHSOFT TECHNOLOGY CORP	SUBSCRIPTION RENEWAL	GENERAL FUND	COMMUNICATIONS TECHNOLOGY	250.05
	TOTAL:			250.05
CARD INTEGRATORS CORPORATION	CITY-WIDE ID CARDS	GENERAL FUND	CITY COUNCIL	11.48
	TOTAL:			11.48
LONG BEACH LINCOLN MERCURY INC.	IRRIGATION SUPPLIES- PARKW	GENERAL FUND	STREET MAINTENANCE	267.20
	TOTAL:			267.20
WILLIAM CAVERNAUGH	GAS CAP FOR PW TRUCK	GARAGE FUND	GARAGE	15.99
	TOTAL:			15.99
CHARLES ABBOTT ASSOCIATES, INC.	DUI SEMINAR TRAINING-A-DEL	GENERAL FUND	POLICE ADMINISTRATION	620.00
	TOTAL:			620.00
	WQMP REVIEW SERVICES- 03/2	GENERAL FUND	NON-DEPARTMENTAL	362.50
	PROF. SVCS-L.ROSEBERRY 04/	GENERAL FUND	NON-DEPARTMENTAL	2,800.00
	BUILDING & SAFETY SVCS. 04	GENERAL FUND	BUILDING INSPECTION	22,538.03
	WQMP INSPECTIONS- 03/2021	GENERAL FUND	NPDES	237.00
	INDUSTRIAL/COMMERCIAL INSP	GENERAL FUND	NPDES	460.00
	TOTAL:			26,392.53
CWAC INCORPORATED	PD 48-5 OIL CHANGE	GARAGE FUND	GARAGE	76.87
	PD 48-4 REPAIR CAMERA/OIL	GARAGE FUND	GARAGE	284.87
	TOTAL:			361.74
CIVICPLUS, LLC	WEBSITE REDESIGN	AIR QUALITY FUND	INVALID DEPARTMENT	25,000.01
	TOTAL:			25,000.01
COAST RECREATION	PLAYGROUND PART REPLACEMENT	GENERAL FUND	PARK MAINTENANCE	539.61
	TOTAL:			539.61
CORA CONSTRUCTORS, INC.	RETENTION	GENERAL FUND	NON-DEPARTMENTAL	1,520.00
	FENLEY PUMP	BUILDING IMPROVEMENT	CAPITAL PROJECTS	30,400.00

WARRANTS 05/19/2021

VENDOR SORI KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
COUNTY OF ORANGE TREASURER-TAX	OCATS CIRCUIT & SUPPORT 04	GENERAL FUND	COMMUNICATIONS TECHNOL	TOTAL: 26,880.00
	OC AFIS- MAY 2021	GENERAL FUND		1,273.33
				515.00
			COMMUNICATIONS TECHNOL	1,788.33
CROSSTOWN ELECTRICAL & DATA, INC.	PREVENTATIVE MAINT. APRIL	GENERAL FUND	STREET MAINTENANCE	TOTAL: 1,470.00
				1,470.00
DATA TICKET, INC.	MARCH 2021 CITATION PROCES	GENERAL FUND	TRAFFIC	TOTAL: 393.56
				393.56
ONS	AERIAL MURALS	GENERAL FUND	COMMUNITY DEVEL ADMIN	TOTAL: 4,083.10
				4,083.10
ECOFERT, INC.	FERTIGATION SVCS. APRIL 20	GENERAL FUND	PARK MAINTENANCE	TOTAL: 630.00
				630.00
FRONTIER COMMUNICATIONS	PHONE LINES FOR JAIL ALARM	GENERAL FUND	COMMUNICATIONS TECHNOL	TOTAL: 243.19
				243.19
GALLS / QUARTERMASTER	HONOR GUARD CAMPAIGN HAT	GENERAL FUND	PATROL	TOTAL: 173.08
				173.08
GANAHL LUMBER COMPANY	REPAIRING SUPPLIES	GENERAL FUND	STREET MAINTENANCE	65.97
	IRRIGATION REPAIR SUPPLIES	GENERAL FUND		17.67
	OUTLET COVER	GENERAL FUND		10.15
	MAINTENANCE SUPPLIES	GENERAL FUND		84.05
	BATTERIES	GENERAL FUND		29.46
	MAINTENANCE SUPPLIES	GENERAL FUND		42.47
				TOTAL: 249.77
GOLDEN STATE WATER COMPANY	GOLDEN STATE WATER COMPANY	GENERAL FUND	STREET MAINTENANCE	2,389.15
	GOLDEN STATE WATER COMPANY	GENERAL FUND		810.04
	GOLDEN STATE WATER COMPANY	GENERAL FUND		818.15
			BUILDING MAINTENANCE	4,017.34
GOVERNMENT FORMS AND SUPPLIES LLC	CIRCLE CITY SEAL STAMP	GENERAL FUND	ADMINISTRATION	TOTAL: 42.60
				42.60
JOHANNA GRACE SANTOS TOSCANO	PD DEPT. CAR WASHES	GARAGE FUND	GARAGE	215.00
	REC DEPT. CAR WASH	GARAGE FUND		20.00
				TOTAL: 235.00
K&S AIR CONDITIONING, INC.	AIR CONDITIONING REPAIR -	GENERAL FUND	STREET MAINTENANCE	497.38
	AIR FILTER SERVICE- WHOLE	GENERAL FUND		2,025.96
				TOTAL: 2,523.34
KELTERITE CORPORATION	ASPHALT FOR CATALINA PROJE	GENERAL FUND	STREET MAINTENANCE	483.16
	ASPHALT FOR CATALINA PROJE	GENERAL FUND		481.16
				TOTAL: 964.32
KONICA MINOLTA PREMIER	ADMIN FRONT COPIER LEASE	GENERAL FUND	FINANCE	503.09
	FINANCE COPIER LEASE	GENERAL FUND		545.37
				TOTAL: 1,048.46

WARRANTS 05/19/2021

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
KONICA MINOLTA BUSINESS SOLUTIONS	COPIER USAGE- 01/19-04/19/	GENERAL FUND	POLICE ADMINISTRATION	772.21
			TOTAL:	772.21
MICHAEL BALLLET CONSULTING, LLC	SOLID WASTE FRANCHISE	GENERAL FUND	NON-DEPARTMENTAL	1,402.50
			TOTAL:	1,402.50
MISC. VENDOR	DEBBIE ICHIRIU	GENERAL FUND	NON-DEPARTMENTAL	150.00
	DEBBIE ICHIRIU	GENERAL FUND	NON-DEPARTMENTAL	18.00
	AGUSTIN DELGADO	GENERAL FUND	PATROL	63.46
	MARC NAVARRO	GENERAL FUND	PATROL	65.87
	NESTOR RODRIGUEZ	GENERAL FUND	INVESTIGATION	143.76
	KAIN GALLAUGHER	GENERAL FUND	INVESTIGATION	34.00
			TOTAL:	475.09
NORTH STAR LAND CARE	LANDSCAPE MAINT. MARCH 2021	GENERAL FUND	PARK MAINTENANCE	7,079.66
	LANDSCAPE MAINT- APRIL 202	GENERAL FUND	PARK MAINTENANCE	7,079.66
			TOTAL:	14,159.32
OFFICE SOLUTIONS BUSINESS PRODUCTS	OFFICE SUPPLIES	GENERAL FUND	ADMINISTRATION	16.07
	OFFICE SUPPLIES	GENERAL FUND	ADMINISTRATION	6.40
	OFFICE SUPPLIES	GENERAL FUND	ADMINISTRATION	15.30
	OFFICE SUPPLIES	GENERAL FUND	BUILDING INSPECTION	16.52
			TOTAL:	54.29
PACIFIC TELEMANAGEMENT SERVICES	POLICE PAY PHONE - MAY 202	GENERAL FUND	COMMUNICATIONS TECHNOL	43.00
			TOTAL:	43.00
PAK WEST PAPER & PACKAGING	JANITORIAL SUPPLIES	GENERAL FUND	BUILDING MAINTENANCE	1,241.17
			TOTAL:	1,241.17
PLANNING DIRECTORS ASSOCIATION OF OC	2021 ANNUAL PRAC DUES	GENERAL FUND	COMMUNITY DEVEL ADMIN	125.00
			TOTAL:	125.00
PRO FORCE LAW ENFORCEMENT	TASER BATTERIES (10)	GENERAL FUND	PATROL	732.70
			TOTAL:	732.70
QUADIENT LEASING USA, INC	LEASE PAYMENT- POSTAGE	GENERAL FUND	FINANCE	706.62
			TOTAL:	706.62
REDFLEX TRAFFIC SYSTEMS, INC.	AT&T INTERSECTION COMM 04/	GENERAL FUND	TRAFFIC	9,691.79
			TOTAL:	9,691.79
SOUTHERN CALIFORNIA EDISON	TRAFFIC SIGN/ST LIGHTS	GENERAL FUND	STREET MAINTENANCE	15,334.57
	PARKS	GENERAL FUND	PARK MAINTENANCE	182.10
	MCAULIFFE PARK	GENERAL FUND	PARK MAINTENANCE	101.69
	PUMP STATION	GENERAL FUND	BUILDING MAINTENANCE	29.14
	POLICE STATION	GENERAL FUND	BUILDING MAINTENANCE	2,966.28
	COMMUNITY CENTER	GENERAL FUND	BUILDING MAINTENANCE	2,135.69
			TOTAL:	20,749.47
SPARKLETT'S DRINKING WATER	SPARKLETT'S DRINKING WATER	GENERAL FUND	BUILDING MAINTENANCE	345.82
			TOTAL:	345.82
SWANK MOTION PICTURES, INC.	MOVIE LICENSE- HOPKINSON M	GENERAL FUND	SPECIAL EVENTS	435.00
			TOTAL:	435.00

WARRANTS 05/19/2021

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
THE SHAWROCK COMPANIES	BLACK SPRAY PAINT -3 CASES	GENERAL FUND	BUILDING MAINTENANCE	134.05
			TOTAL:	134.05
TIME WARNER CABLE	CITY PHONE SERVICE	GENERAL FUND	ADMINISTRATION	47.64
	FIBER INTERNET	GENERAL FUND	ADMINISTRATION	1,734.00
	CABLE SVCS. 05/02-06/01/21	GENERAL FUND	COMMUNICATIONS TECHNOL	135.72
	CITY HALL PHONE	GENERAL FUND	COMMUNICATIONS TECHNOL	473.42
			TOTAL:	2,390.78
U.S. BANK	GROCERY PROGRAM SUPPLIES	GENERAL FUND	NON-DEPARTMENTAL	9.98
	THANK YOU TO VOLUNTEERS	GENERAL FUND	NON-DEPARTMENTAL	13.43
	BUSINESS CARDS-COUNCIL MEM	GENERAL FUND	CITY COUNCIL	205.39
	DRY CLEANING- TABLE LINENS	GENERAL FUND	CITY COUNCIL	90.00
	SUBSCRIPTION- ADOBE	GENERAL FUND	ADMINISTRATION	33.99
	OC REGISTER	GENERAL FUND	ADMINISTRATION	10.00
	SUBSCRIPTION- ACROBAT	GENERAL FUND	ADMINISTRATION	14.99
	ZOOM SUBSCRIPTION- W.QUINT	GENERAL FUND	ADMINISTRATION	157.40
	DOCUSIGN YEARLY SUBSCRIPTI	GENERAL FUND	ADMINISTRATION	300.00
	INTER- DEPARTMENT ENVELOPE	GENERAL FUND	ADMINISTRATION	29.55
	ZOOM MEMBERSHIP	GENERAL FUND	ADMINISTRATION	157.40
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	62.36
	SUPPLIES- 2 CARTRIDGE TONE	GENERAL FUND	FINANCE	138.93
	SUBSCRIPTION- ADOBE-KOEHLE	GENERAL FUND	FINANCE	14.99
	SUBSCRIPTION- ADOBE-PHELPS	GENERAL FUND	FINANCE	14.99
	WEBINAR-GASM UPDATES 2021	GENERAL FUND	FINANCE	25.00
	SITEGROUND- WEBSITE RENEWA	GENERAL FUND	FINANCE	100.00
	OCEA CHEIF	GENERAL FUND	POLICE ADMINISTRATION	52.68
	STEAM PHOTO BACKDROP	GENERAL FUND	POLICE ADMINISTRATION	8.00
	SUBSCRIPTION- ADOBE	GENERAL FUND	POLICE ADMINISTRATION	14.99
	EXTERNAL DVD DRIVE	GENERAL FUND	POLICE ADMINISTRATION	31.01
	KEYBOARD CASE FOR SURFACE	GENERAL FUND	POLICE ADMINISTRATION	107.74
	REFUND SURFACE PRO CASE	GENERAL FUND	POLICE ADMINISTRATION	65.72
	REFUND SURFACE PRO CASE	GENERAL FUND	POLICE ADMINISTRATION	54.94
	CHIEFS ANNUAL FAZLO MEMBER	GENERAL FUND	POLICE ADMINISTRATION	40.00
	REFUND- SURFACE KEYBOARD C	GENERAL FUND	POLICE ADMINISTRATION	107.74
	PLASTIC FLOOR MATS	GENERAL FUND	POLICE ADMINISTRATION	210.06
	OFFICE SUPPLIES- HAND SANI	GENERAL FUND	POLICE ADMINISTRATION	49.53
	DINNER FOR OI PERSONNEL	GENERAL FUND	POLICE ADMINISTRATION	122.01
	STATION SUPPLIES	GENERAL FUND	POLICE ADMINISTRATION	10.25
	SUPPLIES- H. WHITED	GENERAL FUND	POLICE ADMINISTRATION	12.99
	CRIME / INTELLIGENCE TRAIN	GENERAL FUND	POLICE ADMINISTRATION	640.66
	CRITICAL INCIDENT RESPONSE	GENERAL FUND	POLICE ADMINISTRATION	125.00
	CRITICAL INCIDENT RESPONSE	GENERAL FUND	POLICE ADMINISTRATION	125.00
	CRITICAL INCIDENT RESPONSE	GENERAL FUND	POLICE ADMINISTRATION	125.00
	CAR WASH- FOR DECAL PREP	GENERAL FUND	POLICE ADMINISTRATION	10.00
	HUMAN TRAFFICKING- TRAININ	GENERAL FUND	POLICE ADMINISTRATION	49.00
	CCUG TRAINING-RECORDS SPEC	GENERAL FUND	POLICE ADMINISTRATION	20.00
	SUPPLIES- 2 CARTRIDGE TONE	GENERAL FUND	PATROL	184.14
	BOXES FOR CSI KITS	GENERAL FUND	PATROL	77.52
	TRANSPARENT PRINT TAPE	GENERAL FUND	PATROL	28.88
	FINGERPRINT BRUSH	GENERAL FUND	PATROL	54.75
	SCREEN PROTECTORS-CELL PHO	GENERAL FUND	PATROL	43.62
	(3) PHONE CASES- ISSUED CE	GENERAL FUND	PATROL	59.48
	(3) PHONE CASES- ISSUED CE	GENERAL FUND	PATROL	58.62
	(3) PHONE CASES- ISSUED CE	GENERAL FUND	PATROL	52.41
	(3) PHONE CASES- ISSUED CE	GENERAL FUND	PATROL	52.41

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VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	{3} PHONE CASES- ISSUED CE	GENERAL FUND	PATROL	52.41
	{3} PHONE CASES- ISSUED CE	GENERAL FUND	PATROL	59.48
	KITCHEN AND STATION SUPPLI	GENERAL FUND	PATROL	272.89
	LABEL/TAPE DISPENSER	GENERAL FUND	PATROL	97.42
	OFFICE SUPPLIES- PAPER CLI	GENERAL FUND	PATROL	26.49
	BATTERIES- PATROL FLASHLI	GENERAL FUND	PATROL	19.79
	TONER- SERGEANT PRINTER	GENERAL FUND	INVESTIGATION	117.61
	BLACK TONER- SERGEANT PRIN	GENERAL FUND	INVESTIGATION	104.15
	REFUND BLACK TONER-SERGEAN	GENERAL FUND	INVESTIGATION	104.15
	BLACK TONER- SERGEANT PRIN	GENERAL FUND	INVESTIGATION	79.78
	SUBSCRIPTION- ADOBE PRO	GENERAL FUND	RECORDS	179.88
	TONER FOR RECORDS PRINTER	GENERAL FUND	RECORDS	94.59
	SPRING CARNIVAL DECOR	GENERAL FUND	COMMUNITY OUTREACH	5.78
	SPRING CARNIVAL DECOR	GENERAL FUND	COMMUNITY OUTREACH	13.67
	SPRING CARNIVAL DECOR	GENERAL FUND	COMMUNITY OUTREACH	8.49
	CLEANERS- FD TABLE CLOTHS	GENERAL FUND	COMMUNITY OUTREACH	25.00
	MARQUE CHALK PARKING UNIT	GENERAL FUND	TRAFFIC	23.12
	SPRING CARNIVAL TRUNK DECO	GENERAL FUND	COMMUNITY DEVEL ADMIN	23.15
	SPRING CARNIVAL TRUNK DECO	GENERAL FUND	COMMUNITY DEVEL ADMIN	39.99
	OFFICE SUPPLIES	GENERAL FUND	COMMUNITY DEVEL ADMIN	70.32
	BUSINESS NOTEBOOK	GENERAL FUND	COMMUNITY DEVEL ADMIN	7.20
	ZOOM SUBSCRIPTION- M.ENCIS	GENERAL FUND	COMMUNITY DEVEL ADMIN	157.39
	OFFICE SUPPLIES	GENERAL FUND	NEIGHBORHOOD PRESERVA	42.99
	OFFICE SUPPLIES	GENERAL FUND	NEIGHBORHOOD PRESERVA	77.52
	OFFICE SUPPLIES	GENERAL FUND	PUBLIC WORKS ADMIN	53.65
	OFFICE SUPPLIES	GENERAL FUND	PUBLIC WORKS ADMIN	17.99
	OFFICE SUPPLIES	GENERAL FUND	PUBLIC WORKS ADMIN	79.09
	ROCKS FOR COMM CENTER	GENERAL FUND	STREET MAINTENANCE	158.34
	PROPANE REFILL	GENERAL FUND	STREET MAINTENANCE	26.10
	TACK FOR STREET REPAIR	GENERAL FUND	STREET MAINTENANCE	339.30
	COYOTE CREEK GATE	GENERAL FUND	STREET MAINTENANCE	374.97
	PLANTS FOR COMM. CENTER	GENERAL FUND	PARK MAINTENANCE	967.74
	PLANTS FOR PLANTERS	GENERAL FUND	PARK MAINTENANCE	295.80
	PLANTS FOR PLANTERS	GENERAL FUND	PARK MAINTENANCE	361.33
	SUPPLIES-SHIELDS FOR COUNC	GENERAL FUND	BUILDING MAINTENANCE	754.14
	SUPPLIES-CLEAR DIVIDERS	GENERAL FUND	BUILDING MAINTENANCE	1,052.27
	ROPE FOR FLAGS	GENERAL FUND	BUILDING MAINTENANCE	239.35
	SUPPLIES- FACILITY MAINTEN	GENERAL FUND	BUILDING MAINTENANCE	30.54
	SUPPLIES- FACILITY MAINTEN	GENERAL FUND	BUILDING MAINTENANCE	86.27
	CLASS SUPPLIES- LASER LAB	GENERAL FUND	BUILDING MAINTENANCE	28.38
	CLASS SUPPLIES- LASER LAB	GENERAL FUND	BUILDING MAINTENANCE	24.74
	SUBSCRIPTION- ZOOM	GENERAL FUND	RECREATION ADMINISTRA	15.74
	COPIER INVOICE- APR. 2021	GENERAL FUND	RECREATION ADMINISTRA	334.82
	SUBSCRIPTION- CANVA FOR ER	GENERAL FUND	RECREATION ADMINISTRA	119.99
	TRAINING-CPRS CERTIFICATIO	GENERAL FUND	RECREATION ADMINISTRA	560.00
	DIRECT TV FOR EOC	GENERAL FUND	RECREATION ADMINISTRA	61.44
	SPECIAL EVENTS SUPPLIES	GENERAL FUND	RECREATION ADMINISTRA	10.95
	COPIER INVOICE- MAY 2021	GENERAL FUND	RECREATION ADMINISTRA	425.05
	SUBSCRIPTION- ADOBE (TRINI	GENERAL FUND	RECREATION ADMINISTRA	14.99
	SUBSCRIPTION- ADOBE (EMELI	GENERAL FUND	RECREATION ADMINISTRA	29.99
	SUBSCRIPTION- MAILCHIMP	GENERAL FUND	RECREATION ADMINISTRA	280.00
	SUBSCRIPTION- APPLE STORAG	GENERAL FUND	RECREATION ADMINISTRA	2.99
	SUBSCRIPTION-GOOGLE STORAG	GENERAL FUND	RECREATION ADMINISTRA	2.99
	SUPPLIES-SPRING CARNIVAL	GENERAL FUND	AQUATICS	129.73
	SUPPLIES-SPRING CARNIVAL	GENERAL FUND	DAY CAMP	94.26
	DAY CAMP SUPPLIES-SPRING	GENERAL FUND	DAY CAMP	143.66

VENDOR SORT KEY

DESCRIPTION	FUND	DEPARTMENT	AMOUNT
DAY CAMP SUPPLIES-SPRING	GENERAL FUND	DAY CAMP	113.58
DAY CAMP SUPPLIES-SPRING	GENERAL FUND	DAY CAMP	64.99
CLASS SUPPLIES- LASER LAB	GENERAL FUND	DAY CAMP	87.14
CLASS SUPPLIES- LASER LAB	GENERAL FUND	DAY CAMP	33.08
SUPPLIES-SOCIAL MEDIA CONT	GENERAL FUND	PLAYGROUNDS	25.00
SUPPLIES- SONG TEAM	GENERAL FUND	SPORTS	483.32
SUPPLIES- SONG TEAM	GENERAL FUND	SPORTS	85.85
SUPPLIES- SOCCER LEAGUE	GENERAL FUND	SPORTS	20.58
YOUTH SPORTS SUPPLIES	GENERAL FUND	SPORTS	59.36
SUPPLIES- SOCCER LEAGUE	GENERAL FUND	SPORTS	64.05
SUPPLIES- LOBBY REMODELING	GENERAL FUND	SPECIAL CLASSES	21.54
LOBBY REMODELING- REFUND	GENERAL FUND	SPECIAL CLASSES	25.68-
SUPPLIES- ART CLASS SUPPLI	GENERAL FUND	SPECIAL CLASSES	64.45
SUPPLIES-TEEN HOME ECONOMI	GENERAL FUND	SPECIAL CLASSES	273.58
TEEN HOME ECONOMICS- REFUN	GENERAL FUND	SPECIAL CLASSES	83.89-
SUPPLIES- AMERICAN SIGN LA	GENERAL FUND	SPECIAL CLASSES	152.02
PRESCHOOL CLASS SUPPLIES	GENERAL FUND	SPECIAL CLASSES	19.94
PRESCHOOL CLASS SUPPLIES	GENERAL FUND	SPECIAL CLASSES	29.66
SUPPLIES- LOBBY REMODELING	GENERAL FUND	SPECIAL CLASSES	81.46
SUPPLIES- LOBBY REMODELING	GENERAL FUND	SPECIAL CLASSES	105.03
SUPPLIES- LOBBY REMODELING	GENERAL FUND	SPECIAL CLASSES	26.53
SUPPLIES- LOBBY REMODELING	GENERAL FUND	SPECIAL CLASSES	72.10
SUPPLIES- LOBBY REMODELING	GENERAL FUND	SPECIAL CLASSES	59.39
PRESCHOOL SUPPLIES	GENERAL FUND	SPECIAL CLASSES	481.44
SUPPLIES-LOBBY RENOVATION	GENERAL FUND	SPECIAL CLASSES	16.50
SUPPLIES- LOBBY REMODELING	GENERAL FUND	SPECIAL CLASSES	32.76
SUPPLIES- LOBBY REMODELING	GENERAL FUND	SPECIAL CLASSES	48.49
THANK YOU SPONSOR BANNER	GENERAL FUND	SPECIAL EVENTS	50.23
SUPPLIES- WEEKEND OF ART	GENERAL FUND	SPECIAL EVENTS	77.25
SUPPLIES- WEEKEND OF ART	GENERAL FUND	SPECIAL EVENTS	82.98
SUPPLIES- WEEKEND OF ART	GENERAL FUND	SPECIAL EVENTS	812.04
SUPPLIES-STAGE WEEKEND OF	GENERAL FUND	SPECIAL EVENTS	3.31
EVENTS- LEE EVENT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	4.95
EVENTS- LEE EVENT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	66.77
EVENTS- LEE EVENT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	69.66
EVENTS- LEE EVENT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	150.85
SPECIAL EVENTS SUPPLIES	GENERAL FUND	SPECIAL EVENTS	15.69
SUPPLIES- SOCIAL MEDIA CON	GENERAL FUND	SPECIAL EVENTS	25.00
SUPPLIES- SPRING CARNIVAL	GENERAL FUND	SPECIAL EVENTS	87.50
SUPPLIES- WEEKEND OF ART	GENERAL FUND	SPECIAL EVENTS	48.15
SPECIAL EVENTS SUPPLIES	GENERAL FUND	SPECIAL EVENTS	196.58
SUPPLIES- WEEKEND OF ART	GENERAL FUND	SPECIAL EVENTS	146.32
SUPPLIES- WEEKEND OF ART	GENERAL FUND	SPECIAL EVENTS	272.01
WEEKEND OF ART-REFUND	GENERAL FUND	SPECIAL EVENTS	181.34-
SUPPLIES- WEEKEND OF ART	GENERAL FUND	SPECIAL EVENTS	56.04
SPECIAL EVENTS SUPPLIES	GENERAL FUND	SPECIAL EVENTS	80.00
EVENTS- 4TH OF JULY	GENERAL FUND	SPECIAL EVENTS	43.65
SUPPLIES- SPRING CARNIVAL	GENERAL FUND	SPECIAL EVENTS	90.33
SUPPLIES-EVENT LEE ELEMENT	GENERAL FUND	SPECIAL EVENTS	999.00
EVENT- LEE EVENT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	56.15
EVENT- LEE EVENT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	44.79
LEE EVENT SUPPLIES-REFUND	GENERAL FUND	SPECIAL EVENTS	107.60-
EVENT-LEE EVENT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	117.08
BATTERY FOR PD UNIT 48-6	GARAGE FUND	GARAGE	291.74
GARAGE SUPPLIES	GARAGE FUND	GARAGE	64.55
WELDING SUPPLIES	GARAGE FUND	GARAGE	201.98

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VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	PD TAOE OIL CHANGE	GARAGE FUND	GARAGE	52.36
	SUPPLIES-MONITOR REPLACEMENT	TECHNOLOGY REPLACE	ADMINISTRATIVE SERVICE	337.03
	MONITOR REPLACEMENT- REFUND	TECHNOLOGY REPLACE	ADMINISTRATIVE SERVICE	337.03
	REPLACE-DISPLAY PORT CABLE	TECHNOLOGY REPLACE	ADMINISTRATIVE SERVICE	21.82
	TOTAL:			18,481.42
UNDERGROUND SERVICE ALERT OF SO CAL.	LSA01 NEW TICKET CHARGES/T	GENERAL FUND	STREET MAINTENANCE	57.85
	LSA01 BILLABLE TICKETS	GENERAL FUND	STREET MAINTENANCE	19.68
	TOTAL:			73.53
VERIZON WIRELESS	EMERGENCY PREP.	GENERAL FUND	EMERGENCY PREPAREDNESS	162.75
	COMM. DEVELOPMENT	GENERAL FUND	NEIGHBORHOOD PRESERVAI	30.02
	PUBLIC WORKS	GENERAL FUND	STREET MAINTENANCE	243.78
	TOTAL:			436.55
VOYAGER FLEET SYSTEMS, INC.	FUEL	GARAGE FUND	GARAGE	6,152.13
	FUEL TAX CREDIT	GARAGE FUND	GARAGE	281.07
	TOTAL:			5,871.06
WAXIE'S ENTERPRISES INC.	JANITORIAL SUPPLIES-EXTENS	GENERAL FUND	BUILDING MAINTENANCE	47.13
	JANITORIAL SUPPLIES	GENERAL FUND	BUILDING MAINTENANCE	694.71
	TOTAL:			741.84
WEX HEALTH, INC.	PSA RESERVE ACCOUNT	GENERAL FUND	NON-DEPARTMENTAL	10,000.00
	FLEX ADMIN SERVICES- APR 2	GENERAL FUND	FINANCE	50.00
	TOTAL:			10,050.00
WILLDAN ENGINEERING	CITY ENGINEER	GENERAL FUND	CITY ENGINEER	5,400.00
	TRAFFIC PLAN CHECK	GENERAL FUND	CITY ENGINEER	15,079.25
	TRAFFIC ENGINEER	GENERAL FUND	CITY ENGINEER	3,220.00
	TRAFFIC PLAN CHECK	GENERAL FUND	CITY ENGINEER	1,672.00
	TRAFFIC ENGINEER	GENERAL FUND	CITY ENGINEER	3,640.00
	TRAFFIC PLAN CHECK	GENERAL FUND	CITY ENGINEER	1,534.00
	HOWARD STREET PROJ. - CDBG	GENERAL FUND	CITY ENGINEER	1,248.75
	SUBURBIA STREET PROJ. - SB1	GAS TAX	NON-DEPARTMENTAL	8,357.00
	FENLEY PUMP STATION	BUILDING IMPROVEME	CAPITAL PROJECTS	313.50
	CERRITOS AVE. BRIDGE GUARD	MEASURE M	CAPITAL PROJECTS	3,943.50
	BRIGGEMAN STREET WIDENING	TRAFFIC IMPROVEMEN	CAPITAL PROJECTS	487.50
	TOTAL:			44,895.50
WOODRUFF, SPADLIN & SMART	GENERAL ADVISORY- APR. 202	GENERAL FUND	CITY ATTORNEY	14,900.00
	LITIGATION	GENERAL FUND	CITY ATTORNEY	20.00
	PROSECUTOR SVCS.	GENERAL FUND	CITY ATTORNEY	3,532.50
	TOTAL:			18,452.50
XYLEM Dewatering Solutions, Inc.	PUMP RENTAL	BUILDING IMPROVEME	CAPITAL PROJECTS	2,700.47
	TOTAL:			2,700.47

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VENDOR SORI KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
===== FUND TOTALS =====				
10	GENERAL FUND	178,992.82		
19	C.D.B.G	1,248.75		
20	GAS TAX	8,357.00		
23	AIR QUALITY FUND	25,000.01		
25	BUILDING IMPROVEMENT	38,413.97		
26	MEASURE M	3,943.50		
44	TRAFFIC IMPROVEMENT	487.50		
50	GARAGE FUND	7,094.42		
53	TECHNOLOGY REPLACEMENT	21.82		
54	SELF INSURANCE TRUST	513.38		
GRAND TOTAL:		259,073.17		

ADVANCED WARRANT 05/24/2021

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CITY OF LA HABRA	NORTH COUNTY SPA SHARED CO GENERAL FUND		NON-DEPARTMENTAL	8,206.00
			TOTAL:	8,206.00
COMMERCIAL DOOR OF LOS ANGELES COUNTY,	PUBLIC WORKS GARAGE DOOR GENERAL FUND		BUILDING MAINTENANCE	1,800.00
			TOTAL:	1,800.00
DATA TICKET, INC.	REFUND TO CODE ENFORCEMENT GENERAL FUND		NON-DEPARTMENTAL	100.00
			TOTAL:	100.00

===== FUND TOTALS =====

10	GENERAL FUND	10,106.00

	GRAND TOTAL:	10,106.00

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VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ADAMSON POLICE PRODUCTS	REPAIR REAR LIGHT FUSE- PD GARAGE FUND	PD GARAGE FUND	GARAGE	175.00
			TOTAL:	175.00
ALL CITY MANAGEMENT SERVICES	CROSSING GUARD-340 HRS. 04 GENERAL FUND	04 GENERAL FUND	TRAFFIC	7,507.20
			TOTAL:	7,507.20
AMERICAN RED CROSS	FIRST AID/ CPR/ AED COURSE GENERAL FUND	GENERAL FUND	RECREATION ADMINISTRAT	1,650.00
			TOTAL:	1,650.00
AMERICAN RENTALS	CONCRETE ON ROSSMOOR & PIN GENERAL FUND	GENERAL FUND	STREET MAINTENANCE	303.14
	LIFTED SIDEWALK REPAIR-PAS GENERAL FUND	GENERAL FUND	STREET MAINTENANCE	447.18
			TOTAL:	750.32
CANON FINANCIAL SERVICES, INC.	BLACK/WHITE AND COLOR CHAR GENERAL FUND	GENERAL FUND	RECREATION ADMINISTRAT	474.91
			TOTAL:	474.91
JHM SUPPLY, INC.	IRRIGATION SUPPLIES-CITY W GENERAL FUND	GENERAL FUND	STREET MAINTENANCE	579.13
	IRRIGATION SUPPLIES- CITY GENERAL FUND	GENERAL FUND	PARK MAINTENANCE	82.67
	IRRIGATION SUPPLIES- CITY GENERAL FUND	GENERAL FUND	PARK MAINTENANCE	59.93
			TOTAL:	671.73
LONG BEACH LINCOLN MERCURY INC.	SIDE MIRROR REPLACEMENT GARAGE FUND	GARAGE FUND	GARAGE	101.62
			TOTAL:	101.62
CHARLES ABBOTT ASSOCIATES, INC.	WQMP REVIEW SVCS. APRIL 20 GENERAL FUND	GENERAL FUND	NON-DEPARTMENTAL	725.00
	NPDES INSPECTIONS- APRIL 2 GENERAL FUND	GENERAL FUND	NPDES	1,127.00
	WQMP INSPECTIONS- APRIL 20 GENERAL FUND	GENERAL FUND	NPDES	336.00
			TOTAL:	2,188.00
CITY OF CYPRESS	PUBLIC AFFAIRS CONSULTING GENERAL FUND	GENERAL FUND	ADMINISTRATION	1,250.00
			TOTAL:	1,250.00
DANIELS TIRE SERVICE	TIRES FOR PD DEPARTMENT GARAGE FUND	GARAGE FUND	GARAGE	572.02
			TOTAL:	572.02
DATA TICKET, INC.	APRIL 2021 CITATION PROCES GENERAL FUND	GENERAL FUND	TRAFFIC	410.68
			TOTAL:	410.68
ENTERPRISE FM TRUST	MONTHLY LEASE FORD F-15/TR GARAGE FUND	GARAGE FUND	GARAGE	2,455.86
			TOTAL:	2,455.86
ZWING	IRRIGATION SUPPLIES/CLOCKS GENERAL FUND	GENERAL FUND	STREET MAINTENANCE	1,282.70
	REFUND- RAINBIRD PRES REG GENERAL FUND	GENERAL FUND	STREET MAINTENANCE	325.23-
			TOTAL:	957.47
CARRI FOX	SOCIAL DANCING-BEGINNING GENERAL FUND	GENERAL FUND	SPECIAL CLASSES	96.20
			TOTAL:	96.20
GALLS / QUARTERMASTER	HONOR GUARD CAMPAIGN CARD GENERAL FUND	GENERAL FUND	PATROL	14.32
			TOTAL:	14.32
GANAHL LUMBER COMPANY	WATER NOZZLES - ROBERTS PA GENERAL FUND	GENERAL FUND	STREET MAINTENANCE	19.63
	SANDER FOR PROJECTS GENERAL FUND	GENERAL FUND	STREET MAINTENANCE	69.91
	WATER NOZZLES FOR ROBERTS GENERAL FUND	GENERAL FUND	STREET MAINTENANCE	221.43
	PAINT FOR CITY HALL WALL GENERAL FUND	GENERAL FUND	STREET MAINTENANCE	26.59
	BUILDING MAINTENANCE SUPPL GENERAL FUND	GENERAL FUND	BUILDING MAINTENANCE	4.68

WARRANTS 06/02/2021

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	SHOP SUPPLIES	GARAGE FUND	GARAGE	74.90
	BLADES FOR SHOP TOOLS	GARAGE FUND	GARAGE	16.38
	TOTAL:			438.52
GOLDEN STATE WATER COMPANY	GOLDEN STATE WATER COMPANY	GENERAL FUND	STREET MAINTENANCE	60.14
			TOTAL:	60.14
HARRY'S PLUMBING AND DRAINS, INC.	COTTONWOOD TOILET REPAIR	GENERAL FUND	PARK MAINTENANCE	145.00
	LITTLE COTTONWOOD- RESTROO	GENERAL FUND	PARK MAINTENANCE	140.00
	COTTONWOOD LEAK REPAIR	GENERAL FUND	PARK MAINTENANCE	150.00
	MAIN LINE CLEAN OUT	GENERAL FUND	BUILDING MAINTENANCE	250.00
	TOTAL:			685.00
JACK GRISWOLD	CPR FOR ADULT, CHILD, INFA	GENERAL FUND	SPECIAL CLASSES	70.85
	FIRST AID	GENERAL FUND	SPECIAL CLASSES	29.25
	SUPERSITTERS	GENERAL FUND	SPECIAL CLASSES	156.49
	TOTAL:			256.59
JARED E. LLOYD	HCE-THURSDAYS IN APRIL	GENERAL FUND	SPORTS	327.20
	HCE- TUESDAYS IN MAY	GENERAL FUND	SPORTS	732.00
	HCE RUN APRIL 29	GENERAL FUND	SPORTS	44.00
	HCE RUN - MAY 13	GENERAL FUND	SPORTS	17.60
	HCE RUN- MAY 20	GENERAL FUND	SPORTS	26.40
	HCE RUN- MAY 6	GENERAL FUND	SPORTS	8.80
	TOTAL:			1,156.00
PACIFIC SECURED EQUITIES, INC.	WC TPA SERVICES- JUNE 2021	SELF INSURANCE TRU	INSURANCE	1,149.80
	TOTAL:			1,149.80
JAN BATKIN	FIT FOR YOU WORKOUT	GENERAL FUND	SPECIAL CLASSES	314.25
	TOTAL:			314.25
JOHANNA GRACE SANTOS TOSCANO	ADMIN. CAR WASH	GARAGE FUND	GARAGE	20.00
	PD CAR WASHES	GARAGE FUND	GARAGE	255.00
	REC. CAR WASH	GARAGE FUND	GARAGE	20.00
	TOTAL:			295.00
K&S AIR CONDITIONING, INC.	PD A/C RE-CHARGE	GENERAL FUND	BUILDING MAINTENANCE	687.00
	TOTAL:			687.00
KAYLA STEINER	MUSIC & MOVEMENT	GENERAL FUND	SPECIAL CLASSES	213.20
	BABY BALLET	GENERAL FUND	SPECIAL CLASSES	301.60
	TOI BALLET & TAP	GENERAL FUND	SPECIAL CLASSES	442.65
	YOUTH JAZZ & LYRICAL	GENERAL FUND	SPECIAL CLASSES	100.75
	TOTAL:			1,058.20
KEVIN GARRETT	PEE WEE TENNIS TUESDAY	GENERAL FUND	SPECIAL CLASSES	178.75
	YOUTH BEGINNING TENNIS TUE	GENERAL FUND	SPECIAL CLASSES	318.50
	TOTAL:			497.25
LARRY BUSTAMANTE	BAND OFR MUSIC / MOVIES 06	GENERAL FUND	SPECIAL EVENTS	850.00
	TOTAL:			850.00
YING LIU	PORTRAIT WORKSHOP DROP IN	GENERAL FUND	SPECIAL CLASSES	78.00
	PORTRAIT WORKSHOP DROP IN	GENERAL FUND	SPECIAL CLASSES	126.75
	PORTRAIT WORKSHOP	GENERAL FUND	SPECIAL CLASSES	11.70

WARRANTS 06/02/2021

VENDOR SORT KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
LOS ALTOS TROPHY	PORTRAIT WORKSHOP	GENERAL FUND	SPECIAL CLASSES	11.70
			TOTAL:	228.15
	TRAFFIC COMM-NAME PLATES/	GENERAL FUND	STREET MAINTENANCE	57.11
LOWE'S			TOTAL:	57.11
	LIGHT BULBS/ MEASURING TAP	GENERAL FUND	BUILDING MAINTENANCE	171.58
			TOTAL:	171.58
MARTIN AND CHAPMAN CO.	RESOLUTION BINDER	GENERAL FUND	ADMINISTRATION	206.13
			TOTAL:	206.13
MICHAEL BALLEET CONSULTING, LLC	SOLID WASTE CONSULTING	GENERAL FUND	NON-DEPARTMENTAL	6,510.00
			TOTAL:	6,510.00
MIKE RAAHAUGES SHOOTING ENTERPRISES	PISTOL RANGE 04/19 & 04/20	GENERAL FUND	PATROL	594.00
			TOTAL:	594.00
NEWPORT EXTERMINATING	PEST TREATMENT	GENERAL FUND	STREET MAINTENANCE	175.00
	REFILL BAIT STATIONS	GENERAL FUND	STREET MAINTENANCE	60.00
	REFILL BAIT STATIONS	GENERAL FUND	STREET MAINTENANCE	60.00
COMMUNITY MEDIA CORP.			TOTAL:	295.00
	RFP 2021-06/ RFP PEA CONSU	GENERAL FUND	PUBLIC WORKS ADMIN	605.00
			TOTAL:	605.00
NORM'S AUTOMOTIVE CENTER, INC.	BRAKE SERVICES/CONTROL ARMS	GARAGE FUND	GARAGE	977.34
			TOTAL:	977.34
OLSON - LOS ALAMITOS 1, LLC	REFUND OF DEVELOPER DEPOSI	GENERAL FUND	NON-DEPARTMENTAL	9,673.01
			TOTAL:	9,673.01
OMEGA INDUSTRIAL SUPPLY, INC.	GRAFFITI REMOVAL SPRAY CAN	GENERAL FUND	STREET MAINTENANCE	752.47
			TOTAL:	752.47
PENINSULA SEPTIC SERVICE, INC.	PUMP SEPTIC TANK-LITTLE CO	GENERAL FUND	PARK MAINTENANCE	525.00
	PUMP SEPTIC TANK-LITTLE CO	GENERAL FUND	PARK MAINTENANCE	525.00
			TOTAL:	1,050.00
DIANA C. PEREZ	SHAPING IT UP WITH ABC'S	GENERAL FUND	SPECIAL CLASSES	563.80
	LEARN AND GROW PLAYGROUP	GENERAL FUND	SPECIAL CLASSES	460.85
			TOTAL:	1,014.65
PLACEWORKS, INC.	PROF. SVCS-APRIL 2021	GENERAL FUND	NON-DEPARTMENTAL	15,349.73
			TOTAL:	15,349.73
PRINTMASTERS	MUSIC AND MOVIES BANNER	GENERAL FUND	SPECIAL EVENTS	327.75
			TOTAL:	327.75
MCKENZIE RICKS	BEGINNING COOKIE DECORATING	GENERAL FUND	SPECIAL CLASSES	407.55
	ADVANCED COOKIE DECORATING	GENERAL FUND	SPECIAL CLASSES	129.35
			TOTAL:	536.90
SUZANNE ROADY-ROSS	T'AI CHI CHIH -BEG/INTERME	GENERAL FUND	SPECIAL CLASSES	131.95
			TOTAL:	131.95

WARRANTS 06/02/2021

VENDOR SORI KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
CHERYL J. SCHNITZER	LINE DANCE DROP IN 04/12	GENERAL FUND	SPECIAL CLASSES	50.70
	LINE DANCE DROP IN 4/19	GENERAL FUND	SPECIAL CLASSES	139.75
	LINE DANCE DROP IN 4/26	GENERAL FUND	SPECIAL CLASSES	113.75
	TOTAL:			304.20
SCHOOL NEWS ROLL CALL	APRIL PUBLICATION-DAY CAMP	GENERAL FUND	DAY CAMP	189.00
	TOTAL:			189.00
MEDIANEWS GROUP, INC.	QRTLY ACTIVITIES GUIDE	GENERAL FUND	RECREATION ADMINISTRATION	4,158.38
	TOTAL:			4,158.38
AMERICAN SOCCER COMPANY, INC.	YOUTH BASKETBALL JERSEYS	GENERAL FUND	SPORTS	568.41
	TOTAL:			568.41
SHI INTERNATIONAL	IPAD PRO	TECHNOLOGY REPLACE ADMINISTRATIVE SERVICE		4.00
	IPAD PRO	TECHNOLOGY REPLACE ADMINISTRATIVE SERVICE		2,480.10
	TOTAL:			2,484.10
SIR SPEEDY	NOTICE OF VIOLATION FORMS	GENERAL FUND	NEIGHBORHOOD PRESERVATION	429.22
	TOTAL:			429.22
SITEONE LANDSCAPE SUPPLY HOLDING, LLC	BLENDED SOIL FOR BACK FILL	GENERAL FUND	STREET MAINTENANCE	40.97
	MULCH AROUND CITY HALL	GENERAL FUND	PARK MAINTENANCE	212.21
	LANDSCAPE MATERIALS FOR COM	GENERAL FUND	PARK MAINTENANCE	33.79
	TOTAL:			286.97
SOCAL AUTO & TRUCK PARTS INC.	OIL CHANGE SUPPLIES-PD UNI	GARAGE FUND	GARAGE	325.04
	PD AIR FILTER/ TURN SIGNAL	GARAGE FUND	GARAGE	7.49
	TOTAL:			332.53
SPECTRUM SECURITY GROUP, LLC	PD CALL- DETECTIVE OFFICE	GENERAL FUND	STREET MAINTENANCE	50.00
	TOTAL:			50.00
ST. OF CALIFORNIA DEPT. OF JUSTICE	APRIL 2021- FINGERPRINT AP	GENERAL FUND	NON-DEPARTMENTAL	66.00
	NON-EMPLOYEE FINGERPRINTS	GENERAL FUND	NON-DEPARTMENTAL	416.00
	TOTAL:			482.00
SY NURSERY	PLANTS AROUND CITY HALL	GENERAL FUND	PARK MAINTENANCE	26.94
	TOTAL:			26.94
NANCY K. BOHL INCORPORATED	CONTRACT SVCS. APRIL 2021	GENERAL FUND	POLICE ADMINISTRATION	750.00
	TOTAL:			750.00
THE SHAMROCK COMPANIES	SAMZALL BLADES	GENERAL FUND	STREET MAINTENANCE	93.32
	NEW CONCRETE HAMMER	GENERAL FUND	STREET MAINTENANCE	833.93
	CUTTING BLADES SUPPLIES	GENERAL FUND	STREET MAINTENANCE	24.13
	MAINTENANCE SUPPLIES	GENERAL FUND	BUILDING MAINTENANCE	19.40
	PENETRATING OIL SPRAY CANS	GARAGE FUND	GARAGE	145.33
	SPRAY PAINT FOR SHOP PROVE	GARAGE FUND	GARAGE	134.05
	TOTAL:			1,250.16
WEST PUBLISHING CORPORATION	DETECTIVES- APRIL 2021	GENERAL FUND	INVESTIGATION	292.78
	TOTAL:			292.78
TIME WARNER CABLE	CABLE SERVICE	GENERAL FUND	ADMINISTRATION	71.57
	TOTAL:			71.57

WARRANTS 06/02/2021

VENDOR SORI KEY	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
V & V MANUFACTURING, INC.	HONOR GUARD CAP PIECE-RAMI	GENERAL FUND	PATROL	71.06
			TOTAL:	71.06
VERIZON WIRELESS	MDC 1-8 4/11/21-5/10/21	GENERAL FUND	PATROL	304.08
	PD JETPACK 1/2 4/11/21-5/1	GENERAL FUND	PATROL	76.02
	PD CELLPHONE 4/11/21-5/10/	GENERAL FUND	PATROL	428.82
	DETC CELLPHONE 4/11/21-5/1	GENERAL FUND	INVESTIGATION	91.89
	CLO CHARGE 4/11/21-5/10/21	GENERAL FUND	COMMUNITY OUTREACH	40.63
			TOTAL:	941.44
WAXIE'S ENTERPRISES INC.	JANITORIAL SUPPLIES	GENERAL FUND	BUILDING MAINTENANCE	54.63
			TOTAL:	54.63
WEST COAST ARBORISTS, INC.	TREE TRIMMING	GENERAL FUND	PARK MAINTENANCE	1,800.00
			TOTAL:	1,800.00

FUND TOTALS	
10 GENERAL FUND	70,828.31
50 GARAGE FUND	5,280.03
53 TECHNOLOGY REPLACEMENT	2,484.10
54 SELF INSURANCE TRUST	1,149.80
GRAND TOTAL:	79,742.24

Retirees Medical Reimbursement

Date: June 01, 2021

Number of Transactions: 17

Total Batch: \$16,312.52

Payroll 05/14/2021

DEPARTMENT RECAP-----									
DEPT NO#	GROSS	REGULAR	OVERTIME	LEAVE	OTHER	DEDUCTIONS	TAXES	NET	
10-510 City Council	\$923.20	\$923.20	\$0.00	\$0.00	\$0.00	\$57.25	\$13.40	\$852.55	
10-511 City Manager/ City Clerk	\$16,424.51	\$13,953.00	\$0.00	\$602.76	\$1,868.75	\$2,215.64	\$2,775.07	\$11,433.80	
10-512 Finance	\$11,030.80	\$10,057.78	\$0.00	\$393.02	\$590.00	\$927.31	\$1,084.86	\$9,018.63	
10-521 Police Administration	\$22,343.20	\$21,067.70	\$0.00	\$455.50	\$820.00	\$4,229.99	\$3,436.14	\$14,677.07	
10-522 Police- Patrol	\$66,027.76	\$49,826.39	\$9,891.04	\$3,430.41	\$2,879.92	\$11,195.95	\$10,508.64	\$44,323.17	
10-523 Police- Investigation	\$12,920.01	\$7,467.00	\$996.69	\$937.00	\$3,519.32	\$2,802.40	\$2,027.13	\$8,090.48	
10-524 Police- Records	\$5,313.28	\$3,877.30	\$0.00	\$278.70	\$1,157.28	\$361.66	\$696.82	\$4,254.80	
10-526 Police- Community Outreach	\$2,046.60	\$1,971.06	\$0.00	\$50.54	\$25.00	\$158.34	\$317.11	\$1,571.15	
10-528 Police- Traffic	\$2,031.33	\$0.00	\$0.00	\$0.00	\$2,031.33	\$96.18	\$99.23	\$1,845.92	
10-529 Police- Emergency Preparedness	\$2,430.00	\$0.00	\$0.00	\$0.00	\$2,430.00	\$0.00	\$631.94	\$1,798.06	
10-531 Development Services- Administration	\$10,547.34	\$9,875.20	\$82.14	\$0.00	\$590.00	\$1,399.34	\$2,086.88	\$7,061.12	
10-532 Development Services- Planning	\$3,188.40	\$3,158.40	\$0.00	\$0.00	\$30.00	\$548.60	\$596.95	\$2,042.85	
10-533 Development Services- Neighborhood Preservation	\$1,612.32	\$0.00	\$0.00	\$0.00	\$1,612.32	\$60.46	\$137.99	\$1,413.87	
10-542 Development Services- Street Maintenance	\$10,011.71	\$7,163.60	\$0.00	\$2,398.11	\$450.00	\$1,818.72	\$1,097.61	\$7,095.38	
10-543 Development Services- Park Maintenance	\$3,626.60	\$2,464.80	\$0.00	\$0.00	\$1,161.80	\$562.68	\$346.38	\$2,717.54	
10-544 Development Services- Facility Maintenance	\$4,510.12	\$2,121.60	\$0.00	\$1,060.80	\$1,327.72	\$317.86	\$610.81	\$3,581.45	
10-551 Recreation Administration	\$13,844.41	\$10,287.60	\$0.00	\$2,586.81	\$970.00	\$2,398.37	\$1,878.27	\$9,567.77	
10-556 Recreation- Sports	\$19,634.57	\$267.40	\$0.00	\$0.00	\$19,367.17	\$736.32	\$1,515.02	\$17,383.23	
TOTALS	\$208,466.16	\$144,482.03	\$10,969.87	\$12,183.65	\$40,830.61	\$29,887.07	\$29,850.25	\$148,728.84	

REGULAR INPUT: 89 MANUAL INPUT: 0 CHECK STUB COUNT: 2 DIRECT DEPOSIT STUB COUNT: 88

Payroll 05/28/2021

DEPARTMENT RECAP--									
DEPT NO#	GROSS	REGULAR	OVERTIME	LEAVE	OTHER	DEDUCTIONS	TAXES	NET	
10-510 City Council	\$923.20	\$923.20	\$0.00	\$0.00	\$0.00	\$57.25	\$13.40	\$852.55	
10-511 City Manager/ City Clerk	\$16,316.06	\$14,555.76	\$0.00	\$0.00	\$1,760.30	\$2,216.45	\$2,731.84	\$11,357.77	
10-512 Finance	\$10,940.80	\$9,918.50	\$0.00	\$522.30	\$500.00	\$97.31	\$1,072.35	\$8,941.14	
10-521 Police Administration	\$22,223.20	\$20,324.80	\$0.00	\$1,199.40	\$700.00	\$4,223.99	\$3,405.82	\$14,587.39	
10-522 Police- Patrol	\$68,566.75	\$49,832.60	\$12,584.56	\$3,424.21	\$2,725.38	\$11,178.68	\$10,039.08	\$47,348.99	
10-523 Police- Investigation	\$12,546.42	\$8,404.00	\$1,439.70	\$0.00	\$2,702.72	\$2,802.40	\$1,899.90	\$7,844.12	
10-524 Police- Records	\$5,724.63	\$4,058.46	\$0.00	\$97.55	\$1,568.62	\$379.34	\$739.26	\$4,606.03	
10-526 Police- Community Outreach	\$2,046.60	\$2,021.60	\$0.00	\$0.00	\$25.00	\$158.34	\$317.11	\$1,571.15	
10-528 Police- Traffic	\$3,232.14	\$0.00	\$0.00	\$0.00	\$3,232.14	\$141.21	\$212.23	\$2,878.70	
10-529 Police- Emergency Preparedness	\$2,400.00	\$0.00	\$0.00	\$0.00	\$2,400.00	\$0.00	\$622.26	\$1,777.74	
10-531 Development Services- Administration	\$10,375.20	\$9,683.54	\$0.00	\$191.66	\$500.00	\$1,399.34	\$2,031.19	\$6,944.67	
10-532 Development Services- Planning	\$3,158.40	\$1,855.56	\$0.00	\$1,302.84	\$0.00	\$548.60	\$586.85	\$2,022.95	
10-533 Development Services- Neighborhood Preservation	\$1,610.08	\$0.00	\$0.00	\$0.00	\$1,610.08	\$60.38	\$137.70	\$1,412.00	
10-542 Development Services- Street Maintenance	\$9,645.60	\$7,458.70	\$0.00	\$1,326.90	\$850.00	\$1,818.72	\$979.52	\$6,847.36	
10-543 Development Services- Park Maintenance	\$3,832.80	\$2,454.80	\$0.00	\$616.20	\$751.80	\$562.69	\$383.19	\$2,886.93	
10-544 Development Services- Facility Maintenance	\$3,449.32	\$2,121.60	\$0.00	\$0.00	\$1,327.72	\$317.86	\$276.95	\$2,854.51	
10-551 Recreation Administration	\$9,660.80	\$9,144.94	\$0.00	\$15.86	\$500.00	\$2,056.32	\$1,257.32	\$6,347.16	
10-556 Recreation- Sports	\$20,204.31	\$0.00	\$0.00	\$34.74	\$20,169.57	\$757.68	\$1,392.03	\$18,034.60	
TOTALS	\$206,856.31	\$142,768.06	\$14,024.26	\$8,730.66	\$41,333.33	\$29,612.55	\$28,098.00	\$149,145.76	

DIRECT DEPOSIT SUB COUNT: 91

CHECK SUB COUNT: 3

MANUAL INPUT: 0

REGULAR INPUT: 93

BENEFITS & WITHHOLDINGS

Fed Taxes	Employee	Employee	
State Taxes	Employee	\$21,471.91	\$2,893.75
ICMA	Employee	\$2,113.45	
LosAl Police Reserves	Employee	\$30.00	
PD Association	Employee	\$1,436.75	
LosAl Employees Assoc	Employee	\$340.00	
Nationwide - Full Time	Employee	\$1,889.32	
Nationwide - PT	Employee/ Employer	\$1,121.02	\$1,121.02
PERS Deferred Comp	Employee	\$1,305.98	
PERS	Employee/ Employer	\$38,597.04	\$24,103.36
ARIAC	Employee	\$59,508.99	
PERS Medical	Employee/ Employer	\$4,152.18	
Delta Dental PPO	Employer	\$336.43	
Delta Dental HMO	Employer	\$842.38	
VSP Vision	Employee/ Employer	\$489.48	
Standard Self Admin	Employee	\$1,553.24	
Standard Life Optional	Employee		
TOTALS		\$145,829.03	\$28,118.13

DEDUCTION GRAND TOTALS

EARNINGS			DEDUCTIONS			TAXES		
DESC	HRS	AMOUNT	CD	ABEV	EMPLOYEE	EMPLOYER	DESC	TAXABLE
REG	3,548.84	\$142,366.22	125	I-125	\$628.87		FED W/H	\$179,723.71
FTRG	1,598.00	\$31,002.78	129	I-129	\$288.47		ST WH CA	\$179,723.71
PHEO	64.67	\$2,263.45	AFP	AFELPT	\$65.89		MEDI	\$199,566.24
OTS	174.99	\$13,372.36	CMF	CLOAN	\$123.82			
STBY	8.00	\$651.90	DCI	DCICM	\$1,965.00			
MOT	0.00	\$46.48	DCN	DCNW	\$1,889.32			
CAR	0.00	\$950.00	DCP	DCPRS	\$1,225.76	\$286.55		
MEDR	0.00	\$3,850.00	DD1	DDP01		\$222.65		
SEAS	0.00	\$420.16	DD2	DDP02		\$601.11		
SFSK	0.00	\$333.70	DD3	DDP03		\$8.11		
OCWD	0.00	\$250.00	DD4	DDM01		\$108.15		
OCWE	0.00	\$160.00	DD6	DDM03				
UNIF	0.00	\$100.00	DIS	DISAF	\$15.74			
UN12	0.00	\$125.00	DLI	DLICL	\$148.45			
ADML	3.00	\$273.30	DLP	DCLPE	\$80.22			
COMP	15.33	\$617.44	LAR	LARAD	\$30.00			
EAU	48.00	\$2,283.84	LEA	LAEAD	\$340.00			
ERA	36.00	\$-	LIF	LIFE	\$213.37			
COMA	12.00	\$-	LTD	A LTD	\$91.60			
FEHO	35.33	\$1,554.81	MED	MDINS	\$5,440.31	\$17,113.60		
STCK	45.50	\$1,454.91	PBB	PRSB8	\$481.97			
VAC	58.00	\$1,930.16	P22	PRC2R	\$14.28			
ENSL	8.00	\$401.84	PN1	PEPME	\$1,939.13			
POSTS	0.00	\$200.00	PN2	PEPME		\$2,206.95		
POST7	0.00	\$1,631.76	PN3	PEPSE	\$4,295.00			
POVA	20.00	\$616.20	PN4	PEPSR		\$4,309.54		
			POS	POAS				
			PR0	PRM8	\$1,436.75			
			PR2	PRSMR	\$1,650.48			
			PR4	PRSSR		\$5,762.27		
			PR5	PRSB4		\$11,810.32		
			PR6	PRSAF	\$1,844.68			
			PR7	PRMB4	\$1,989.26			
			PR8	PRMAF	\$921.79			
			PR9	PRACC	\$675.46			
			ATP	RT-PT	\$655.92			
			SUR	SURVI	\$1,121.02	\$1,121.02		
			VS1	VISI1	\$39.99			
			VS2	VISI2	\$79.80			
			VS3	VISI3	\$38.15			
					\$123.48			
Totals	5,675.66	\$ 206,856.31			\$29,612.55	\$43,791.70		\$ 28,098.00
								\$2,893.75

**MINUTES OF THE CITY COUNCIL
OF THE CITY OF LOS ALAMITOS**

SPECIAL MEETING – May 17, 2021

1. CALL TO ORDER

The City Council met in Special Session at 5:05 p.m., Monday, May 17, 2021, in the Community Center located at 10911 Oak St., Los Alamitos, CA 90720, Mayor Chirco presiding.

2. ROLL CALL

Present: Council Members: Bates, Doby, Nefulda, Mayor Pro Tem Hasselbrink, Mayor Chirco

Absent: Council Members: None

Present: Staff: Chet Simmons, City Manager
Wayne Byerley, Police Captain
Michael Daudt, City Attorney
Craig Koehler, Interim Finance Director
Emeline Noda, Acting Rec. and Community Svcs. Director
Ron Noda, Acting Deputy City Manager
Eric R. Nunez, Police Chief
Windmera Quintanar, MMC, City Clerk
Chelsi Wilson, Executive Assistant/Benefits

3. SPECIAL ORDER OF THE DAY

A. Preliminary Budget for Fiscal Year 2021-22 and Fiscal Year 2022-23

This report provided a review of the preliminary budget for the Fiscal Year 2021-22 and Fiscal Year 2022-23.

City Manager Simmons introduced the item. Interim Finance Director Koehler and Department Directors gave a PowerPoint and answered questions from the City Council.

City Council and Staff discussed the following topics:

- Request for a clear outline of part-time and full-time positions
- Preference to wait to fill new positions until new projects are implemented and Staff is in the office full time
- Clarification requested for which positions were new and which were reclassifications
- Support for a Support Services Manager to assume management and day to day administration duties
- The process to hire and recruit new officers would take approximately 18 months
- Aggressive Capital Improvement Program (CIP) would look to use

- grants whenever available
- American Rescue Plan update
- Support for modernizing the City and CIP plan
- Request to review future pension liability obligations

The City Council reviewed and discussed the preliminary budget for Fiscal Year 2021-22 and Fiscal Year 2022-23 and provide direction to staff.

4. ADJOURNMENT

The City Council adjourned at 6:18 p.m.

Mark Chirco, Mayor

Windmera Quintanar, MMC, City Clerk

**MINUTES OF THE CITY COUNCIL
OF THE CITY OF LOS ALAMITOS**

REGULAR MEETING – May 17, 2021

1. CALL TO ORDER

The City Council met in Regular Session at 6:30 p.m., Monday, May 17, 2021, in the Community Center located at 10911 Oak St., Los Alamitos, CA 90720, Mayor Chirco presiding.

2. ROLL CALL

Present: Council Members: Bates, Doby, Nefulda, Mayor Pro Tem Hasselbrink, Mayor Chirco

Absent: Council Members: None

Present: Staff: Chet Simmons, City Manager
Wayne Byerley, Police Captain
Michael Daudt, City Attorney
Craig Koehler, Interim Finance Director
Emeline Noda, Acting Rec. and Community Svcs. Director
Ron Noda, Acting Deputy City Manager
Eric R. Nunez, Police Chief
Windmera Quintanar, MMC, City Clerk
Chelsi Wilson, Executive Assistant/Benefits

3. PLEDGE OF ALLEGIANCE

Mayor Pro Tem Hasselbrink led the Pledge of Allegiance.

4. INVOCATION

Council Member Doby gave the Invocation.

5. PRESENTATION

The City Council received the listed presentations.

A. Presentation of a Volunteer Merit Award to John Bishop, Chief Executive Officer of Memorial Care

B. Presentation from Frank Carson, President-Elect of California Parks and Recreation Society (CPRS), to the City for 2020 Award of Excellence in:

- **Creating Community – Serve Los Al**
- **Marketing and Communications – Los Alamitos Recreation Social Media**

6. ORAL COMMUNICATIONS

At this time, any individual in the audience may come forward to speak on any item within the subject matter jurisdiction of the City Council. Remarks are to be limited to not more than five minutes per speaker.

Mayor Chirco opened Oral Communications.

John Beringer spoke in opposition to item 10D and indicated why his bid was a better choice.

Mayor Chirco closed Oral Communications.

7. COUNCIL ANNOUNCEMENTS

At this time, Council Members may also report on items not specifically described on the Agenda that are of interest to the community, provided no action or discussion is taken except to provide Staff direction to report back or to place the item on a future Agenda.

Council Member Nefulda congratulated the Recreation and Community Services Department on their awards and spoke in support of organizations that serve the community.

Council Member Bates spoke regarding attendance at the Military Affairs Committee meeting, the Solid Waste Committee meeting, League of California Cities briefing regarding upcoming State legislature, and a webinar regarding combatting extremism at the local level.

Council Member Doby spoke regarding attendance at the Human Relations Committee meeting, Orange County Mosquito and Vector Control District board and policy committee meetings, Southern California Association of Governments Assembly, and the Chamber's monthly Zoom meeting.

Mayor Pro Tem Hasselbrink spoke regarding the upcoming 4th of July event, Orange County Fire Authority's budget process, and Change of Command at the Joint Forces Training Base.

Mayor Chirco gave a brief update on COVID-19 and spoke regarding attendance at the biweekly Mayor briefings, Orange County Sanitation District Board and committee meetings, Budget Standing Committee meeting, Town Hall Pandemic meeting, and requested an update on the homeless situation at the next meeting.

8. ITEMS FROM THE CITY MANAGER

City Manager Simmons spoke regarding the vaccine clinic held at the Community Center. He stated that Staff would be working to streamline staff reports to provide a clear picture and additional transparency.

9. WARRANTS

Council Member Bates suggested consolidation of the copier contracts for a possible savings and clarified the City hall Phone charge was for all land lines in City Hall.

Motion/Second: Bates/Hasselbrink

Unanimously Carried: The City Council ratified the Warrants for the period from April 16, 2021 to May 5, 2021, in the amount of \$855,173.08.

ROLL CALL

Mayor Chirco	Aye
Mayor Pro Tem Hasselbrink	Aye
Council Member Bates	Aye
Council Member Doby	Aye
Council Member Nefulda	Aye

10. CONSENT CALENDAR

All Consent Calendar items may be acted upon by one motion unless a Council Member requests separate action on a specific item.

Council Member Bates referred to City Manager Simmons comments regarding Staff reports and advised three crucial components that should be included are who are we contracting with, what is the term, and what is the amount.

Council Member Bates asked and received clarification on the following Consent Calendar Items:

- 10E – Clarification that the City does not have authority over the Museum budget and the item was before Council as a contractual requirement
- 10G – Available funding for the project is \$459,000. Anticipated project cost is \$360,000. Prices are anticipated to fluctuate due to unknown cost increases related to COVID-19
- 10I – Recommendation needs more specificity including the amount and length of the contract and if rebidding would be done once complete
- 10J – Same comments regarding recommendation. 10% contingency due to possible overtime charges as new projects come up

Motion/Second: Hasselbrink/Bates

Unanimously Carried: The City Council approved the following Consent Calendar Items:

- A. Approval of Minutes (City Clerk)**
Approved the City Council Regular Minutes of April 19, 2021.

- B. Award of Professional Services Agreement (PSA) for Demographer to Prepare Redistricting Maps Depicting Electoral District Lines (City Clerk)**

This report recommended award of a bid to begin work on the redistricting maps to National Demographics Corporation (NDC).

The City Council:

1. Awarded the bid for Demographer to Prepare Redistricting Maps Depicting Electoral District Lines in the amount not to exceed \$32,500 to National Demographics Corporation (NDC); and,
2. Authorized the Mayor to execute the Professional Services Agreement with National Demographics Corporation (NDC) in a form approved by the City Attorney.

- C. Workers' Compensation Claims Administration (Administration)**
This report recommended approval of an agreement with Intercare Holdings Insurance Services, Inc. for third-party administration services for the City's self-insured workers' compensation program.

The City Council authorized the Mayor to enter into a Professionals Services Agreement with Intercare Holdings Insurance Services, Inc. for third-party administration services for the City's self-insured workers' compensation program.

- D. General Liability Claims Administration (Administration)**
This report recommended approval of an agreement with George Hills for third-party administration services for the City's self-insured general liability program and recommends a policy that establishes authority to settle claims.

The City Council approved the Mayor to enter into a Professional Services Agreement with George Hills for third-party administration services for the City's self-insured general liability program.

- E. Los Alamitos Museum Association: Proposed Schedule, Activity Plan, and Budget (Administration)**
The Los Alamitos Museum Association's proposed schedule, activity plan,

balance sheet, and budget for the 2021-2022 fiscal year are being provided to the City Council for approval.

The City Council:

1. Approved the Los Alamitos Museum Association's proposed schedule, activity plan, and budget for Fiscal Year 2021-2022; and,
2. Authorized the City Manager and/or his designee to approve any change to the schedule, activity plan, and budget.

F. Treasurer's Quarterly Investment Report – March 2021 (Finance)
The item for City Council consideration was receipt of the Treasurer's Quarterly Investment Report.

The City Council received and filed the Treasurer's Quarterly Investment Report – March 2021.

G. Approval of Plans and Specifications, and Authorization to Bid for the Suburbia Neighborhood Street Improvement Project (CIP 20/21-03) (Development Services)

This report recommended actions to begin facilitating the construction for the Suburbia Neighborhood Street Improvement Project (CIP 20/21-03).

The City Council:

1. Approved the plans and specifications for the construction of the Suburbia Neighborhood Street Improvement Project (CIP 20/21-03); and,
2. Authorized Staff to advertise and solicit bid proposals.

H. Amendment No. 4 with Willdan Engineering for City Engineering and Traffic Engineering Services (Development Services)

This report sought approval of Amendment No. 4 with Willdan Engineering to provide City Engineer and Traffic Engineer services for two additional years. The current Professional Services Agreement (PSA) expires on June 30, 2021, but can be extended by mutual agreement.

The City Council authorized the Mayor to execute Amendment No. 4 of the Professional Services Agreement with Willdan Engineering.

I. Amendment No. 1 with West Coast Arborists, Inc. (WCA) for Tree Maintenance Services (Development Services)

This report provided a basis for continuing services with West Coast Arborists, Inc. (WCA) to provide Tree Maintenance Services for one

additional year. The current Professional Services Agreement (PSA) expires June 15, 2021, but can be extended one year by mutual agreement.

The City Council authorized the Mayor to execute Amendment No. 1 of the Professional Services Agreement with West Coast Arborists, Inc.

J. Amendment No. 9 to Professional Services Agreement with Scientia Consulting Group for Information Technology Support Services (Development Services)

The purpose of this report was to amend the Professional Services Agreement with Scientia Consulting Group, extending the term to June 30, 2022, for information technology support services.

The City Council authorized the Mayor to execute Amendment No. 9 to the Professional Services Agreement with Scientia Consulting Group.

K. Approval of the Request for Proposals (RFP) 2021-07 and Authorization to Bid for Integrated Waste Management Services (Development Services)

This report recommended actions to facilitate the solicitation of bids for Integrated Waste Management Services.

The City Council:

1. Approved the Request for Proposals (RFP) 2021-07 for exclusive Integrated Waste Management Services; and,
2. Authorized Staff to advertise and solicit bid proposals.

L. Amendment No. 6 with Clear Channel Outdoor, LLC for Bus Shelter License and Maintenance Agreement (Development Services)

This item sought approval of Amendment No. 6 with Clear Channel Outdoor, LLC to continue providing Bus Shelter License and Maintenance until December 31, 2021. The current Professional Services Agreement (PSA) expires on June 6, 2021.

The City Council authorized the Mayor to execute Amendment No. 6 of the Professional Services Agreement with Clear Channel Outdoor, LLC.

M. Amendment No. 4 with Crosstown Electrical & Data for Traffic Signal Maintenance Services (Development Services)

This item sought approval of Amendment No. 4 with Crosstown Electrical & Data, to continue providing Traffic Signal Maintenance for a period of three (3) months. The current Professional Services Agreement (PSA) expires on June 30, 2021.

The City Council authorized the Mayor to execute Amendment No. 4 of the Professional Services Agreement with Crosstown Electrical & Data.

N. Award of Bid for the CDBG Howard Avenue Street Improvements Project from Reagan Street to Maple Street (CIP No. 20/21-02)
(Development Services)

This report recommended actions to begin construction of the proposed grinding and overlay work along Howard Avenue, from Reagan Street to Maple Street.

The City Council:

1. Awarded construction for the CDBG Howard Avenue Street Improvements Project (CIP No. 20/21-02) in the amount of \$101,400 for the award of Schedule 'A' only of the bid package (Schedule 'B' was removed due to budget constraint that included optional curb and gutter work) to Onyx Paving Company, Inc.; and,
2. Authorized the Mayor to execute the contract with Onyx Paving Company, Inc. for the CDBG Howard Avenue Street Improvements Project (CIP No. 20/21-02).

O. Resolution 2021-08 – Approving the Fiscal Year 2021-22 Project List for SB-1 Funds in the estimated amount of \$229,083 Toward the Woodcrest and College Park North Street Rehabilitation Project
(Development Services)

This item recommended use of available State funding for road improvements for the Woodcrest Neighborhood and a portion of the College Park North Neighborhood Street Rehabilitation projects in the estimated amount of \$229,083.

The City Council:

1. Determined that the action is exempt from the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) and 15060(c)(3) of the CEQA Guidelines because it will not result in a physical change to the environment, directly or indirectly; and,
2. Adopted Resolution No. 2021-08, entitled, "A RESOLUTION OF THE CITY COUNCIL OF LOS ALAMITOS, CALIFORNIA, TO ADOPT A LIST OF PROJECTS FOR FISCAL YEAR 2021-22 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT."

11. DISCUSSION ITEMS

A. Appointment of Interim Police Chief (Administration)

This report sought appoint of Eric Nunez as the Interim Police Chief upon his retirement on June 4, 2021.

City Manager Simmons summarized the Staff report and answered questions from the City Council.

City Attorney Daudt reported Mr. Nunez would be a PERS annuitant limited to 960 hours per fiscal year. He would be paid at a rate of \$91.10/hour, consistent with Step E of City's current salary schedule. PERS annuitants do not receive medical insurance through City. The City would issue an unmarked police vehicle and he would receive a reasonable allowance for uniform and safety equipment. City Manager Simmons clarified as a member of the Executive Team he would be provided to a cell phone stipend.

City Manager Simmons advised the process to recruit and hire a new Police Chief would take between four to five months.

Motion/Second: Bates/Nefulda

Unanimously Carried: The City Council approved the appointment of Eric Nunez as Interim Police Chief and authorized the City Manager to execute the employment agreement for the Interim Police Chief for the City of Los Alamitos.

B. Review of Engineering and Traffic Survey for Speed Limits (Development Services)

The Engineering and Traffic Survey for Speed Limits was authorized by the City Council and was performed by the engineering consulting firm of Willdan Engineering, Inc. The goal of the review was to determine whether changes in pre-existing traffic conditions have occurred and if older speed limits should be modified.

Interim Development Services Noda summarized the Staff report and answered questions from City Council.

City Council and Staff discussed the following topics:

- Criteria within the California Vehicle Code for adjusting speed limits
- Future traffic calming measures including a motorcycle officer, signage, and visual markings
- Request to notify nearby schools of speed limit changes

Motion/Second: Doby/Bates
Unanimously Carried: The City Council:

1. Discussed the Engineering and Traffic Survey; and,
2. Adopted Resolution No. 2021-09, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS ADOPTING THE 2021 ENGINEERING AND TRAFFIC SURVEY FOR SPEED LIMITS."

12. CLOSED SESSION

A. PUBLIC EMPLOYEE APPOINTMENT

Title: Interim Police Chief
Government Code Section 54954.5

B. CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) or (3) of subdivision (d) of Section 54956.9: (One potential case)

City Attorney Daudt read the items aloud.

RECESS

The City Council recessed into Closed Session at 7:25 p.m.

RECONVENE

The City Council reconvened in Regular session at 8:22 p.m.

City Attorney Daudt stated by unanimous vote the City Council authorized the Mayor to execute a Tolling and Non Waiver Agreement with Los Alamitos Luxury Apartments, LLC related to alleged soil contamination at 3342 Cerritos Avenue.

13. ADJOURNMENT

The City Council adjourned at 8:23 p.m.

Mark Chirco, Mayor

Windmera Quintanar, MMC, City Clerk

City of Los Alamitos

CITY COUNCIL AGENDA REPORT

MEETING DATE: June 21, 2021

ITEM NUMBER: 10B

To: Mayor Mark A. Chirco & Members of the City Council

Presented By: Chelsi Wilson, Executive Assistant / Benefits Coordinator

Subject: Professional Services Agreement with Teri Black & Company, LLC for Police Chief Recruitment

SUMMARY

This report seeks consideration of approval for the hiring of Teri Black & Company Recruiting Agency for the Chief of Police Recruitment.

RECOMMENDATIONS

Authorize the Mayor to execute a Professional Services Agreement with Teri Black & Company for Chief of Police Recruitment in an amount not to exceed \$28,6800 for a term of no later than December 31, 2021.

BACKGROUND

At its May meeting, the City Council approved an agreement with Chief Nunez to serve as the Interim Police Chief while the City completes its search for a permanent replacement. In an effort to ensure that Los Alamitos is able to identify and recruit an exceptional pool of candidates, staff is recommending the use of an executive recruiting firm to assist in the recruitment for this important position.

Ensuring the City is able to attract and retain exceptional staff is an important goal for the City of Los Alamitos. While the hiring selection for each position is incredibly important, few roles within a municipal organization hold as much responsibility as the Chief of Police. The importance and complexities of this position have only been magnified in recent years as the policing profession is in the midst of a major transformation. Along with the inherent challenges that come with providing safety services, individuals in leadership roles are now facing an array of new challenges that range from shifting public expectations to budgetary pressures and a growing demand for operational efficiency.

DISCUSSION

To successfully navigate these issues, government organizations need leaders with the capacity to deal with the significant scale and complexity of today's public safety issues. In order to ensure that the City of Los Alamitos is able to identify and recruit the best candidates to consider for this positions, staff is recommending the use of an executive recruiting firm, Teri Black and Company (TBC), to assist with the search for the City's next Chief of Police.

As set forth in the scope of work, TBC has prepared a proposal focused on ensuring Los Alamitos will have access to a well-qualified pool of established law enforcement practitioners from which to draw from. Their proposed four-phase method ensures public engagement in the process, as well as the ability to clearly identify the traits that are most important for the Los Alamitos community to see in their next Chief of Police.

TBC has a solid reputation for providing exemplary service to its clients and has enjoyed great success in recruiting impressive law enforcement executives. Teri Black most recently completed the successful Police Chief Recruitment for the City of Cypress along with Tustin, Pasadena, Tracy, Napa, San Mateo, Pleasanton, Morgan Hill, Palo Alto, and Menlo Park, among numerous others.

FISCAL IMPACT

In accordance with the rates and charges set for the in the Scope of Services the contract amount includes a cumulative maximum contract amount totally \$26,800. Sufficient funding is available in contract services, account number 10-511-5260.

Submitted by: Chelsi A. Wilson, Executive Assistant to the City Manager

Fiscal Impact Reviewed by: Craig Koehler, Interim Finance Director

Approved by: Chet Simmons, City Manager

Attachments: 1. *Teri Black & Company PSA*

PROFESSIONAL SERVICES AGREEMENT TERI BLACK & COMPANY, LLC

THIS PROFESSIONAL SERVICES AGREEMENT (“Agreement”) is made and entered into, to be effective this 21 day of June 2021 (“Effective Date”), by and between the CITY OF LOS ALAMITOS, a California charter city and municipal corporation, (“City”) and Teri Black & Company, LLC, a California limited liability company, (“Firm”). City and Firm are sometimes hereinafter individually referred to as “Party” and are hereinafter collectively referred to as the “Parties.”

RECITALS

A. City has determined that it requires the services of a qualified firm to provide executive search services for the recruitment of a new Police Chief (“Project”).

B. Firm has submitted to City a written proposal, dated May 25, 2021, to provide the required executive search services (“Proposal”).

C. Firm represents and maintains that it is uniquely qualified by virtue of its experience, training, education, reputation, and expertise, to provide the necessary services to City and has agreed to provide such services as set forth herein.

D. City desires to engage Firm to provide such services subject to the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the promises and mutual obligations, covenants, and conditions contained herein, and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

AGREEMENT

1. SERVICES OF FIRM

1.1 Scope of Services and Standard of Performance. Firm shall provide those services set forth in Proposal, attached hereto as Exhibit “A” (“Scope of Services” and/or “Project Services”). Firm shall provide the Project Services in compliance with all terms and conditions of this Agreement. Firm warrants that all Project Services shall be performed in a skillful, competent, professional and satisfactory manner in accordance with all standards prevalent in the same profession in the State of California. Firm represents and warrants that it is skilled in the professional discipline necessary to perform the Project Services. Firm represents and warrants that it and all employees, subconsultants and subcontractors providing any services pursuant to this Agreement shall have sufficient skill and experience to perform the Project Services. All Project Services shall be completed to the reasonable satisfaction of City.

1.1.1 Resolution of Inconsistencies. In the event of any inconsistency between or among the terms and conditions contained in the main body of this Agreement and the Scope

of Services, such inconsistency shall be resolved by applying the provisions in the highest priority of the documents containing such inconsistency, which shall be determined in the following order of declining priority: (1st) the main body of this Agreement; and (2nd) the Scope of Services.

1.2 Compliance with Law. All Project Services shall be provided in accordance with all laws, ordinances, resolutions, statutes, rules, and regulations of City and any federal, state or local governmental agency of competent jurisdiction. Firm shall be liable for all violations of such laws, ordinances, resolutions, statutes, rules and regulations in connection with performance of the Project Services. If Firm performs any Project Services in violation of such laws, ordinances, resolutions, statutes, rules or regulations, Firm shall be solely responsible for all penalties and costs arising therefrom. Firm shall defend, indemnify, and hold City, its officials, officers, employees, agents and volunteers, free and harmless from and against any claim or liability arising out of any failure or alleged failure to comply with such laws, ordinances, resolutions, statutes, rules or regulations.

1.3 Licenses and Permits. Prior to performing any Project Services, Firm shall obtain all licenses, permits, qualifications, and approvals of whatever nature that are legally required to practice its profession and perform the Project Services. Firm represents and warrants to City that Firm shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement and any extension, any license, permit, qualification, or approval that is legally required for Firm to perform the Project Services. Firm shall have the sole obligation to pay for any fees, assessments, and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Firm's performance of the Project Services, and shall defend, indemnify, and hold the City, its officials, officers, employees, agents and volunteers, free and harmless from and against any claim or liability arising out of any failure or alleged failure to obtain such license, permits, qualifications, and approvals of whatever nature that are legally required to practice its profession and perform the Project Services.

1.4 Familiarity with Work. By executing this Agreement, Firm warrants that Firm (a) has thoroughly investigated and considered the Project Services to be performed, (b) has carefully considered how the Project Services should be performed, and (c) fully understands the facilities, difficulties and restrictions attending performance of the Project Services under this Agreement.

1.5 Care in Performance of Project Services. Firm shall adopt reasonable methods during the term of the Agreement to prevent losses or damage to materials, papers or other components of the Project Services, and shall be responsible for all such damages, to persons or property, until acceptance of the Project Services by the City, except such losses or damages as may be caused by City's own negligence.

1.6 Non-Exclusive Agreement. Firm acknowledges that City may enter into agreements with other firms, contractors, consultants, or vendors for services similar to the services that are the subject of this Agreement. Firm further acknowledges that City may have its own employees perform services similar to the services that are the subject of this Agreement.

2. COMPENSATION

2.1 Maximum Contract Amount. Firm shall be compensated for the Project Services performed, including authorized reimbursements, if any, in accordance with the rates and charges set forth in the Scope of Services in an amount not to exceed Nineteen Thousand Dollars (\$19,000.00) for professional fees and up to Seven Thousand Eight Hundred (\$7,800.00) reimbursable expenses for a cumulative maximum contract amount totaling Twenty Six Thousand Eight Hundred Dollars (\$26,800.00). The maximum amount of City's payment obligation under this Agreement is the amount specified in this section.

2.2 Method of Payment. In any month in which Firm wishes to receive payment, Firm shall no later than first working day of such month, submit to the City, in a form approved by the City Manager or his designee, an invoice for services rendered prior to the date of the invoice. Such requests shall be based upon the amount and value of the services performed by Firm and accompanied by such reporting data including an itemized breakdown of all costs incurred and tasks performed during the period covered by the invoice, as may be required by the City. Within thirty (30) calendar days of receipt of invoice, City shall pay all undisputed amounts included on the invoice.

2.3 Changes in Scope. In the event any change or changes in the Scope of Services is requested by the City, the Parties shall execute a written amendment to this Agreement, signed by an individual authorized to formally bind the Party for which he/she is signing, setting forth with particularity all terms of such amendment, including, but not limited to, any additional professional fees. An amendment may be entered into: (a) to provide for revisions or modifications to documents or other work product when documents or other work product or work is required by the enactment or revision of law subsequent to the preparation of any documents, other work product, or work; and/or, (b) to provide for additional services not included in this Agreement or not customarily furnished in accordance with generally accepted practice in Firm's profession.

2.4 Appropriations. This Agreement is subject to and contingent upon funds being appropriated therefore by the Los Alamitos City Council for each fiscal year covered by the term of this Agreement. If such appropriations are not made, this Agreement shall automatically terminate without penalty to the City.

3. SCHEDULE OF PERFORMANCE

3.1 Time of Essence. Time is of the essence in the performance of this Agreement. The time for completion of the Project Services to be performed by Firm is an essential condition of this Agreement.

3.2 Schedule of Performance. Firm shall prosecute regularly and diligently the Project Services according to the periods specified in the Scope of Services. When requested by Firm, extensions of the time period(s) specified in the Scope of Services may be approved in writing by the Contract Officer; however, the City shall not be obligated to grant any such extension.

3.3 Force Majeure. The time for performance of the Project Services may be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Firm (financial inability excepted), including, but not limited to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, and/or acts of any governmental agency, including the City, if Firm, within ten (10) calendar days of the commencement of such delay, notifies the City Manager in writing of the causes of the delay. The City Manager shall ascertain the facts and the extent of delay, and extend the time for performing the Services for the period of the enforced delay when and if in the judgment of the City Manager such delay is justified. The City Manager's determination shall be final and conclusive upon the Parties to this Agreement. In no event shall Firm be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused, Firm's sole remedy being extension of the Agreement pursuant to this section.

3.4 Term. Unless earlier terminated as provided elsewhere in this Agreement, this Agreement shall commence upon the Effective Date and shall continue in full force and effect until the completion of the Project Services, but in no event later than December 31, 2021.

4. COORDINATION OF PROJECT SERVICES

4.1 Firm's Representative. The following principal of Firm is hereby designated as being the principal and representative of Firm authorized to act on its behalf with respect to the Project Services and to make all decisions in connection therewith: Teri Black. It is expressly understood that the experience, knowledge, education, capability, expertise, and reputation of the foregoing principal is a substantial inducement for City to enter into this Agreement. Therefore, the foregoing principal shall be responsible during the term of this Agreement for directing all activities of Firm and devoting sufficient time to personally supervise the Project Services performed hereunder. The foregoing principal may not be changed by Firm without prior written approval of the Contract Officer.

4.2 City's Contract Officer. The City's Contract Officer shall be such person as may be designated by the City Manager, and is subject to change by the City Manager. It shall be the Firm's responsibility to ensure that the Contract Officer is kept fully informed of the progress of the performance of the Project Services, and the Firm shall refer any decisions which must be made by City to the Contract Officer. Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the Contract Officer. The Contract Officer shall have authority to sign all documents on behalf of the City required hereunder to carry out the terms of this Agreement.

4.3 Prohibition Against Subcontracting or Assignments. The experience, knowledge, capability, expertise, and reputation of Firm, its principals and employees, were a substantial inducement for City to enter into this Agreement. Therefore, Firm shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, voluntarily or by operation of law, without the prior written consent of City. Firm shall not contract with any other entity to perform the Project Services without prior written consent of City. If Firm is permitted by City to subcontract any part of this Agreement, Firm shall be responsible to City for

the acts and omissions of its subcontractor(s) in the same manner as it is for persons directly employed. Nothing contained in this Agreement shall create any contractual relationships between any subcontractor and City. All persons engaged in the performance of Project Services will be considered employees of Firm. City will deal directly with and will make all payments to Firm. In addition, neither this Agreement nor any interest herein may be transferred, assigned, conveyed, hypothecated, or encumbered voluntarily or by operation of law, whether for the benefit of creditors or otherwise, without the prior written consent of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Firm, taking all transfers into account on a cumulative basis. In the event of any such unapproved transfer, including any bankruptcy proceeding, this Agreement shall be void. No approved transfer shall release Firm or any surety of Firm from any liability hereunder without the express written consent of City.

4.4 Independent Contractor.

4.4.1 The legal relationship between the Parties is that of an independent contractor; nothing herein shall be deemed to make Firm a City employee. During the performance of this Agreement, Firm and its officers, employees, and agents shall act in an independent capacity and shall not act as City officers or employees. Firm will determine the means, methods and details of performing the Project Services subject to the requirements of this Agreement. The personnel performing the Project Services on behalf of Firm shall at all times be under Firm's exclusive direction and control. Neither City nor any of its officials, officers, employees, agents or volunteers shall have control over the conduct of Firm or any of its officers, employees, or agents, except as set forth in this Agreement. Firm, its officers, employees or agents, shall not maintain a permanent office or fixed business location at City's offices. City shall have no voice in the selection, discharge, supervision, or control of Firm's officers, employees, or agents or in fixing their number, compensation, or hours of service. Firm shall pay all wages, salaries, and other amounts due its employees in connection with the performance of Project Services and shall be responsible for all reports and obligations respecting them, including but not limited to social security income tax withholding, unemployment compensation, workers' compensation, and other similar matters. City shall not in any way or for any purpose be deemed to be a partner of Firm in its business or otherwise a joint venturer or a member of any joint enterprise with Firm.

4.4.2 Firm shall not incur or have the power to incur any debt, obligation, or liability against City, or bind City in any manner.

4.4.3 No City benefits shall be available to Firm, its officers, employees, representatives, agents, subconsultants or subcontractors in connection with the performance of any Project Services. Except for professional fees paid to Firm as provided for in this Agreement, City shall not pay salaries, wages, or other compensation to Firm for the performance of any Project Services. City shall not be liable for compensation or indemnification to Firm, its officers, employees, representatives, agents, subconsultants or subcontractors, for injury or sickness arising out of the performance of any Project Services. If for any reason any court or governmental agency determines that the City has financial obligations, other than pursuant to Section 2 herein, of any nature relating to salary, taxes, or benefits of Firm's officers, employees, representatives, agents, or subconsultants or subcontractors, Firm shall defend, indemnify, and hold harmless City from

and against all such financial obligations.

4.5 PERS Eligibility Indemnification.

4.5.1 In the event that Firm or any officer, employee, representative, agent, subconsultant or subcontractor of Firm providing any Project Services claims or is determined by a court of competent jurisdiction or the California Public Employee Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Firm shall indemnify, defend, and hold harmless City against (1) all such claims and determinations, (2) for the payment of any employee and/or employer contributions for PERS benefits on behalf of Firm or its officers, employees, representatives, agents, subconsultants or subcontractors, and (3) the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of the City.

4.5.2 Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Firm and any of its officers, employees, representatives, agents, subconsultants or subcontractors providing any Project Services shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

5. INSURANCE

5.1 Compliance with Insurance Requirements. Firm shall obtain, maintain, and keep in full force and effect during the term of this Agreement, at its sole cost and expense, and in a form and content satisfactory to City, all insurance required under this section. Firm shall not commence any Project Services unless and until it has provided evidence satisfactory to City that it has secured all insurance required under this section. If Firm's existing insurance policies do not meet the insurance requirements set forth herein, Firm agrees to amend, supplement or endorse the policies to do so.

5.2 Types of Insurance Required. As a condition precedent to the effectiveness of this Agreement, and without limiting the indemnity provisions set forth in this Agreement, Firm shall obtain and maintain in full force and effect during the term of this Agreement, including any extension thereof, the following policies of insurance:

5.2.1 Professional Liability/Errors and Omissions Insurance ("PLI"). Firm shall obtain and maintain a policy of Professional Liability or Errors and Omissions Insurance appropriate to Firm's profession with per-claim and aggregate limits of no less than Two Million Dollars (\$2,000,000.00). Covered professional services shall specifically include all Project Services to be performed under the Agreement and the policy shall be endorsed to delete any exclusions that may exclude coverage for claims within the minimum PLI limits set forth herein for the Project Services to be performed under this Agreement.

5.2.1.1 The PLI policy shall be endorsed to delete any Contractual Liability Exclusion. The PLI shall include contractual liability coverage applicable to this Agreement. The policy must “pay on behalf of” the insured, and include a provision establishing the insurer’s duty to defend the insured.

5.2.1.2 If the PLI policy is written on a “claims-made” basis, the policy shall be continued in full force and effect at all times during the term of this Agreement, and for a period of three (3) years from the date of the completion of all Project Services provided hereunder (the “PLI Coverage Period”). If any PLI policy is replaced, cancelled, non-renewed, discontinued, or otherwise terminated, or if the limits of a PLI policy are reduced or the available coverage depleted below the required minimum coverage amounts for any reason during the PLI Coverage Period, Firm shall immediately obtain replacement PLI coverage meeting the requirements of this Section 5.2.1. Such replacement coverage shall satisfy all requirements herein, and shall include coverage for the prior acts or omissions of Firm during the time period during which any Project Services were performed. The coverage shall be evidenced by either a new policy evidencing no gap in coverage, or by obtaining separate extended “tail” coverage with the present or new carrier or other insurance arrangements providing for complete coverage, either of which shall be subject to the written approval by the City.

5.2.1.3 If the PLI policy is written on an “occurrence” basis, the policy shall be continued in full force and effect during the term of this Agreement, or until completion of the Project Services provided for in this Agreement, whichever is later. In the event of termination of the PLI policy during this period, new coverage shall immediately be obtained, and written evidence of the policy shall be immediately provided to the City, to ensure PLI coverage during the entire course of performing the Project services.

5.2.1.4 Firm shall not perform any Project Services at any time during which required types or amounts of PLI insurance are not in effect, and the City shall have no obligation to pay Firm for Project Services performed while required PLI insurance is not in effect.

5.2.2 Commercial General Liability Insurance. Firm shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Commercial General Liability Insurance (CGL). Coverage shall be at least as broad as ISO Form CG 00 01 written on a per occurrence basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits of no less than One Million Dollars (\$1,000,000.00) per occurrence and Two Million Dollars (\$2,000,000.00) in the general aggregate. The policy shall not contain any endorsements or provisions limiting coverage for (1) contractual liability, (2) cross liability exclusion for claims or suits by one insured against another, or (3) contain any other exclusion contrary to the Agreement.

5.2.3 Automobile Liability Insurance. Firm shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Automobile Liability Insurance. Coverage shall be at least as broad as ISO Form CA 00 01 written on a per occurrence basis, covering Code 1 (any auto), or if the Firm has no owned autos, Code 8 (hired) and Code 9 (non-owned), with limits of no less than One Million Dollars (\$1,000,000.00) for each occurrence covering bodily injury and property damage.

5.2.4 Workers' Compensation Insurance. Firm shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Workers' Compensation Insurance in at least the minimum statutory amounts, and in compliance with all other statutory requirements, as required by the State of California. Firm agrees to waive and obtain endorsements from its workers' compensation insurer waiving all subrogation rights under its workers' compensation insurance policy against the City, its officials, officers, employees, agents and volunteers, and to require each of its subconsultants and subcontractors, if any, to do likewise under their workers' compensation insurance policies. Firm shall also obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Employer's Liability Insurance written on a per occurrence basis with limits of at least One Million Dollars (\$1,000,000.00) per accident for bodily injury or disease. Notwithstanding the foregoing, Firm shall not be required to procure either Worker's Compensation Insurance or Employer's Liability Insurance if Firm provides written verification to the City that Firm does not have any employees.

5.3 Acceptability of Insurers. Insurance required by this section shall be issued by a licensed company authorized to transact business in the state by the Department of Insurance for the State of California with a current rating of A:-VII or better (if an admitted carrier), or a current rating of A:X or better (if offered by a non-admitted insurer listed on the State of California List of Approved Surplus Lines Insurers (LASLI)), by the latest edition of A.M. Best's Key Rating Guide, except that the City will accept workers' compensation insurance from the State Compensation Fund. In the event the City determines that the work or Project Services to be performed under this Agreement creates an increased or decreased risk of loss to the City, the Firm agrees that the minimum limits of the insurance policies may be changed accordingly upon receipt of written notice from the City. Firm shall immediately substitute any insurer whose A.M. Best rating drops below the levels specified herein.

5.4 Specific Insurance Provisions and Endorsements. Required insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to the City for written approval. Required insurance policies shall contain the following provisions, or Firm shall provide endorsements on forms approved by the City to add the following provisions to the insurance policies:

5.4.1 CGL and Auto Liability Endorsements. The policy or policies of insurance required by this section for CGL and Automobile Liability Insurance shall be endorsed as follows:

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

5.4.1.1.1 Additional Insured Endorsements. Additional insured endorsements shall not (1) be restricted to "ongoing operations", (2) exclude "contractual liability", (3) restrict coverage to "sole" liability of Firm, or (4) contain any other exclusions contrary to the Agreement; and, the coverage shall contain no special limitations on the scope of protection afforded to additional insureds.

5.4.1.2 Primary and Non-Contributing Insurance. Each CGL and Automobile Liability Insurance policy shall be endorsed to be primary, and any other insurance, deductible, or self-insurance maintained by the City, its officials, officers, employees, agents or volunteers, shall not contribute with this primary insurance.

5.4.1.3 Waiver of Subrogation. Each CGL and Automobile Liability Insurance policy shall contain or be endorsed to waive subrogation against the City, its officials, officers, employees, agents and volunteers, or shall specifically allow Firm or others providing insurance evidence in compliance with the requirements set forth in this section to waive their right to recovery prior to a loss. Firm hereby agrees to waive its own right of recovery against the City, its officials, officers, employees, agents and volunteers, and Firm hereby agrees to require similar written express waivers and insurance clauses from each of its subconsultants or subcontractors.

5.4.2 Notice of Cancellation. Each policy of any type shall be endorsed to provide that coverage shall not be suspended, voided, cancelled, or modified, or reduced in coverage or in limits, except after thirty (30) calendar days prior written notice has been provided to the City. Notwithstanding the foregoing, if coverage is to be suspended, voided, or cancelled because of Firm's failure to pay the insurance premium, the notice provided by the insurer to City shall be by not less than ten (10) calendar days prior written notice. (A statement that notice will be provided "in accordance with the policy terms" or words to that effect is inadequate to meet the requirements of this section.)

5.5 Deductibles and Self-Insured Retentions. Any deductible or self-insured retention must be approved in writing by the City in advance. The decision whether to approve or withhold approval of a deductible or self-insured retention shall be made by the City in the City's sole and absolute discretion.

5.6 Evidence of Coverage. Concurrently with the execution of the Agreement, Firm shall deliver certificates of insurance together with original endorsements affecting each of the insurance policies required by this section. Firm shall promptly furnish, at City's request, copies of actual policies including all declaration pages, endorsements, exclusions and any other policy documents City may require to verify coverage.

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

5.6.2 Authorized Signatures. The certificates of insurance and original endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf.

5.6.3 Renewal/Replacement Policies. At least fifteen (15) calendar days prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the City. If such coverage is cancelled or reduced and not replaced immediately so as to avoid a lapse in the required coverage, Firm shall, within ten (10) calendar days after receipt of written notice of such cancellation or reduction of coverage, file with the City evidence of insurance showing that the required insurance has been reinstated or

has been provided through another insurance company or companies meeting all requirements of this Agreement.

5.7 Requirements Not Limiting. Requirement of specific coverage or minimum limits contained in this section are not intended as a limitation on coverage, limits, or other requirements, or a waiver of any coverage normally provided by any insurance. Nothing in this section shall be construed as limiting in any way the indemnification provision contained in this Agreement, or the extent to which Firm may be held responsible for payments of damages to persons or property.

5.8 Enforcement of Agreement (Non-Estoppel). Firm acknowledges and agrees that actual or alleged failure on the part of the City to inform Firm of any non-compliance with any of the insurance requirements set forth in this section imposes no additional obligation on the City nor does it waive any rights hereunder.

5.9 Insurance for Subconsultants. Firm shall either: (1) include all subconsultants or subcontractors engaged in the performance of Project Services on behalf of Firm as additional named insureds under the Firm's insurance policies; or (2) Firm shall be responsible for causing its subconsultants or subcontractors to procure and maintain the appropriate insurance in compliance with the terms of the insurance requirements set forth in this section, including adding the City, its officials, officers, employees, agents and volunteers, as additional insureds to their respective policies. Firm shall not allow any subconsultant or subcontractor to commence any work or services relating to this Agreement unless and until it has provided evidence satisfactory to City that the subconsultant or subcontractor has secured all insurance required under this section.

5.10 Other Insurance Requirements. The following terms and conditions shall apply to the insurance policies required of Firm and its subconsultants and subcontractors, if any, pursuant to this Agreement:

5.10.1 Firm shall provide immediate written notice to City if (1) any of the insurance policies required herein are terminated, cancelled or suspended, (2) the limits of any of the insurance coverages required herein are reduced, or (3) the deductible or self-insured retention is increased.

5.10.2 All insurance coverage and limits provided by Firm and available or applicable to this Agreement are intended to apply to each insured, including additional insureds, against whom a claim is made or suit is brought to the full extent of the policies. Nothing contained in this Agreement or any other agreement relating to the City or its operations shall limit the application of such insurance coverage.

5.10.3 None of the insurance coverages required herein will be in compliance with the requirements of this section if they include any limiting endorsement which substantially impairs the coverages set forth herein (e.g., elimination of contractual liability or reduction of discovery period), unless the endorsement has first been submitted to the City and approved in writing.

5.10.4 Certificates of insurance will not be accepted in lieu of required endorsements, and submittal of certificates without required endorsements may delay commencement of the Project. It is Firm's obligation to ensure timely compliance with all insurance submittal requirements as provided herein.

5.10.5 Firm agrees to ensure that subconsultants and subcontractors, if any, and any other parties involved with the Project who are brought onto or involved in the Project by Firm, provide the same minimum insurance coverage required of Firm. Firm agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Firm agrees that upon request, all agreements with subcontractors and others engaged in the provision of Project Services will be submitted to the City for review.

5.10.6 Firm agrees to provide immediate written notice to City of any claim, demand or loss against Firm arising out of the work or Project Services performed under this Agreement and for any other claim, demand or loss which may reduce the insurance available to pay claims, demands or losses arising out of this Agreement.

6. INDEMNIFICATION

To the fullest extent permitted by law, Firm shall defend (at Firm's sole cost and expense with legal counsel reasonably acceptable to City), indemnify and hold the City, its officials, officers, employees, agents and volunteers, free and harmless from any and all claims, demands, orders, causes of action, costs, expenses, liabilities, losses, penalties, judgments, arbitration awards, settlements, damages or injuries of any kind, in law or in equity, including but not limited to property or persons, including wrongful death, (collectively "Claims") in any manner arising out of, pertaining to, related to, or incident to any alleged acts, errors or omissions, or willful misconduct of Firm, its officers, directors, employees, subconsultants, subcontractors, agents or invitees in connection with performance under this Agreement, or in any manner arising out of, pertaining to, related to, or incident to an alleged breach of this Agreement, including without limitation the payment of all consequential damages, expert witness fees and attorneys' fees and other related costs and expenses.

Notwithstanding the foregoing, and only to the extent that the Project Services performed by Firm are subject to California Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Firm.

Under no circumstances shall the insurance requirements and limits set forth in this Agreement be construed to limit Firm's indemnification obligation or other liability hereunder. Notwithstanding the foregoing, such obligation to defend, hold harmless and indemnify the City, its officials, officers, employees, agents and volunteers, shall not apply to the extent that such Claims are caused by the sole negligence or willful misconduct of that indemnified party.

7. REPORTS AND RECORDS

7.1 Records. Firm shall keep complete, accurate, and detailed accounts of all time, costs, expenses, and expenditures pertaining in any way to this Agreement. Firm shall keep such books and records as shall be necessary to properly perform the Project Services required by this Agreement and to enable the Contract Officer to evaluate the performance of such Project Services. The Contract Officer shall have full and free access to such books and records at all reasonable times, including the right to inspect, copy, audit, and make records and transcripts from such records.

7.2 Reports. Firm shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the Project Services as the Contract Officer shall require.

7.3 Ownership of Documents. All drawings, specifications, reports, records, documents, memoranda, correspondence, computations, and other materials prepared by Firm, its employees, subconsultants, subcontractors and agents in the performance of this Agreement shall be the property of City and shall be promptly delivered to City upon request of the Contract Officer or upon the termination of this Agreement, and Firm shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership of the documents and materials hereunder. Firm may retain copies of such documents for its own use. Firm shall have an unrestricted right to use the concepts embodied therein. Firm shall ensure that all of its subconsultants and subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Firm fails to secure such assignment, Firm shall indemnify City for all damages resulting therefrom.

7.4 Release of Documents. Except to the extent otherwise required by law, no drawing, specification, report, record, document, or other material prepared by Firm, its employees, subconsultants, subcontractors and agents in the performance of Project Services shall not be released publicly without the prior written approval of the Contract Officer.

8. ENFORCEMENT OF AGREEMENT

8.1 California Law and Venue. This Agreement shall be construed and interpreted both as to validity and as to performance of the Parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim, or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Orange, State of California, or any other appropriate court in such County, and Firm covenants and agrees to submit to the personal jurisdiction of such court in the event of such action.

8.2 Waiver. No delay or omission in the exercise of any right or remedy of a non-defaulting Party on any default shall impair such right or remedy or be construed as a waiver. No consent or approval of City shall be deemed to waiver or render unnecessary City's consent to or approval of any subsequent act of Firm. Any waiver by either Party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

8.3 Rights and Remedies Cumulative. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the Parties are

cumulative and the exercise by either Party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other Party.

8.4 Legal Action. In addition to any other rights or remedies, either Party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement.

8.5 Termination Prior to Expiration of Term. City reserves the right to terminate this Agreement, at any time, with or without cause, upon thirty (30) calendar days written notice to Firm, except that where the continuation of services would constitute a danger to health, safety or general welfare, the period of notice shall be such shorter time as may be appropriate. Upon receipt of the notice of termination, Firm shall immediately cease all Project Services, except as may be specifically approved by the Contract Officer. Firm shall be entitled to compensation for all Project Services rendered prior to receipt of the notice of termination and for any Project Services authorized by the Contract Officer thereafter.

8.6 Termination for Default of Firm.

8.6.1 Firm's failure to comply with any provision of this Agreement shall constitute a default.

8.6.2 If the Contract Officer determines that Firm is in default in the performance of any of the terms or conditions of this Agreement, he/she shall notify Firm in writing of such default. If such default is capable of being cured, Firm shall have ten (10) calendar days, or such longer period as City may designate, to cure the default by rendering satisfactory performance. In the event Firm fails to cure its default within such period of time, or if such default is not capable of being cured, City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice of any remedy to which City may be entitled at law, in equity, or under this Agreement. Firm shall be liable for any and all reasonable costs incurred by City as a result of such default. Compliance with the provisions of this section shall not constitute a waiver of any City right to take legal action in the event that the dispute is not cured, provided that nothing herein shall limit City's right to terminate this Agreement without cause pursuant to Section 8.5.

8.6.3 If termination is due to the failure of Firm to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 8.6.2, take over the Project Services and prosecute the same to completion by contract or otherwise, and Firm shall be liable to the extent that the total direct and indirect costs for completion of the Project Services required hereunder exceeds the Maximum Contract Amount, and City may withhold any payments to Firm for the purpose of set-off toward the cost of completion of the Project Services. The withholding or failure to withhold payments to Firm shall not limit Firm's liability for completion of the Project Services as provided herein.

8.7 Attorneys' Fees. In the event any dispute between the Parties with respect to this

Agreement results in litigation or any non-judicial proceeding, the prevailing Party shall be entitled, in addition to such other relief as may be granted, to recover from the non-prevailing Party all reasonable costs and expenses, including but not limited to reasonable attorneys' fees, expert witness fees, court costs and all fees, costs, and expenses incurred in any appeal or in collection of any judgment entered in such proceeding. To the extent authorized by law, in the event of a dismissal by the plaintiff or petitioner of the litigation or non-judicial proceeding within thirty (30) calendar days of the date set for trial or hearing, the other Party shall be deemed to be the prevailing Party in such litigation or proceeding. For purposes of this section, "Reasonable attorney fees" shall be calculated by multiplying the actual number of hours reasonably expended by the attorney(s) handling the dispute on behalf of the prevailing Party by the hourly rate actually paid by the prevailing Party, but in no case shall the hourly rate exceed Two Hundred and Fifty Dollars (\$250.00) per hour.

9. CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

9.1 Non-liability of City Officers and Employees. No officer or employee of the City shall be personally liable to the Firm, or any successor-in-interest, in the event of any default or breach by the City or for any amount which may become due to the Firm or to its successor, or for breach of any obligation of the terms of this Agreement.

9.2 Covenant Against Discrimination. Firm covenants that, by and for itself, its heirs, executors, assigns, subcontractors, subconsultants and all persons claiming under or through them, that there shall be no discrimination or segregation in the performance of or in connection with this Agreement regarding any person or group of persons on account of race, disability, medical condition, color, creed, religion, sex, sexual orientation, marital status, age, national origin, or ancestry. Firm shall take affirmative action to insure that applicants and employees are treated without regard to their race, disability, medical condition, color, creed, religion, sex, sexual orientation, marital status, national origin, or ancestry.

10. MISCELLANEOUS PROVISIONS

10.1 Confidentiality. Information obtained by Firm in the performance of this Agreement shall be treated as strictly confidential and shall not be used by Firm for any purpose other than the performance of this Agreement without the written consent of the Contract Officer.

10.2 Patent and Copyright Infringement.

10.2.1 To the fullest extent permitted by law, and in lieu of any other warranty by City or Firm against patent or copyright infringement, statutory or otherwise, it is agreed that Firm shall defend at its expense any claim or suit against City on account of any allegation that any item furnished under this Agreement, or the normal use or sale thereof arising out of the performance of this Agreement, infringes upon any presently existing U.S. letters patent or copyright and Firm shall pay all costs and damages finally awarded in any such suit or claim, provided that Firm is promptly notified in writing of the suit or claim and given authority, information and assistance at Firm's expense for the defense of same, and provided such suit or claim arises out of, pertains to, or is related to the alleged negligence, recklessness or willful misconduct of Firm. However, Firm

will not indemnify City if the suit or claim results from City's alteration of a deliverable where such alteration created the infringement upon any presently existing U.S. letters patent or copyright.

10.2.2 Firm shall have sole control of the defense of any such claim or suit and all negotiations for settlement thereof, Firm shall not be obligated to indemnify City under any settlement made without Firm's consent or in the event City fails to cooperate in the defense of any suit or claim, provided, however, that such defense shall be at Firm's expense. If the use or sale of such item is enjoined as a result of the suit or claim, Firm, at no expense to City, shall obtain for City the right to use and sell the item, or shall substitute an equivalent item acceptable to City and extend this patent and copyright indemnity thereto.

10.3 Notices. Any notice, demand, request, consent, approval, or communication either Party desires or is required to give to the other Party or any other person shall be in writing and either served personally during normal hours of operation of the Party receiving the notice, or sent by pre-paid, first-class mail to the address set forth below. Either Party may change its address by notifying the other Party of the change of address in writing. Notice shall be deemed communicated on the day personally served, or two (2) business days from the date of mailing if mailed as provided in this section. Additionally, notices by email will be considered legal notice if such communications include the following text in the Subject field: FORMAL LEGAL NOTICE – TERI BLACK & COMPANY.

To City:

Chet Simmons, City Manager
City of Los Alamitos
3191 Katella Ave.
Los Alamitos, CA 90720
csimmons@cityoflosalamitos.org

With copy to:

Michael S. Daudt, City Attorney
Woodruff, Spradlin & Smart
555 Anton Blvd., Suite 1200
Costa Mesa, CA 92626
mdaudt@wss-law.com

To Firm:

Teri Black & Company, LLC
3510 Torrance Blvd, Suite 209
Torrance, CA 90503
teri@tbcrecruiting.com

10.4 Entire Agreement; Amendments in Writing. This Agreement constitutes the entire agreement between the Parties and is intended as an integrated agreement, superseding all prior negotiations, arrangements, agreements, representations, and understandings, if any, made by or among the Parties with respect to the subject matter hereof. No amendments or other modifications of this Agreement shall be binding unless executed in writing by both Parties hereto,

or their respective successors, assigns, or grantees.

10.5 Severability. In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement, which shall be interpreted to carry out the intent of the Parties hereunder.

10.6 Successors in Interest. This Agreement shall be binding upon and inure to the benefit of the Parties' successors and assignees.

10.7 Third Party Beneficiary. Except as expressly provided herein, nothing contained in this Agreement is intended to confer, nor shall this Agreement be construed as conferring, any rights, including, without limitation, any rights as a third-party beneficiary or otherwise, upon any entity or person not a party hereto.

10.8 Recitals. The above-stated Recitals are hereby incorporated into the Agreement as though fully set forth herein and each Party acknowledges and agrees that such Party is bound, for purposes of this Agreement, by the same.

10.9 Prevailing Wages. Firm is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"). Firm agrees to fully comply with all applicable federal and state labor laws (including, without limitation, if applicable, the Prevailing Wage Laws). It is agreed by the Parties that, in connection with the work or Project Services provided pursuant to this Agreement, Firm shall bear all risks of payment or non-payment of prevailing wages under California law, and Firm hereby agrees to defend, indemnify, and hold the City, its officials, officers, employees, agents and volunteers, free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. The foregoing indemnity shall survive termination of this Agreement.

10.0 Corporate Authority. Each of the undersigned represents and warrants that (i) the Party for which he/she is executing this Agreement is duly authorized and existing, (ii) he/she is duly authorized to execute and deliver this Agreement on behalf of the Party for which he/she is signing, (iii) by so executing this Agreement, the Party for which he/she is signing is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other agreement to which the Party for which he/she is signing is bound.

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, the Parties have executed and entered into this Agreement as of the date first written above.

“City”

City of Los Alamitos

By: _____
Mark A. Chirco,
Mayor

APPROVED AS TO FORM.

Woodruff, Spradlin & Smart, APC

ATTEST:

By: _____
Michael S. Daudt
City Attorney

By: _____
Windmera Quintanar, MMC
City Clerk

“Firm”

Teri Black & Company, LLC

By: _____
Teri Black,
President

By: _____
Name
Title

EXHIBIT “A”

FIRM’S PROPOSAL/ SCOPE OF SERVICES

DATED: May 25, 2021



STELLAR TALENT.
PREMIER SERVICE.
POWERFUL RESULTS.



STELLAR TALENT.
PREMIER SERVICE.
POWERFUL RESULTS.

May 25, 2021

Mr. Chet Simmons
City Manager
3191 Katella Avenue
Los Alamitos, CA 90720

Dear Mr. Simmons:

Thank you for contacting Teri Black & Company (TBC) regarding the opportunity to assist the **City of Los Alamitos** with its efforts to successfully recruit a new **Police Chief**. We are the recruiter of choice for many Southern California communities and would be honored to add the City of Los Alamitos to our distinguished client base by assisting you with this especially important recruitment.

Founded in 2006, TBC provides the most personalized executive search services to clients and candidates in the industry. The business goals of the firm are centered on producing quality results and establishing long-term relationships with our customers. Personalized service and inclusivity have never been more important in our industry as the competition for outstanding talent continues to intensify. **In 2020, 44 percent** of our placements were of **diverse representation** and **63 percent** of our placements were **female**. Our **diversity performance** record **exceeded 30 percent** in the **year prior** and reached **45 percent** in **2018**. With our extensive network and incomparable approach to client and candidate care, **our consultants consistently produce outstanding results**. As a result, nearly all of our business is a result of repeat customers.

TBC is not driven by volume which helps set us apart from our competitors. We are committed to providing customized and flexible service to our clients and will only take on a select number of recruitments at any given time. Based in Los Angeles, TBC is one of only two woman-owned executive search firms serving local government in the western United States. Detailed information about the firm and our clients is available on our website – www.tbcrecruiting.com.

You have my commitment that Los Alamitos will receive the highest level of attention and will not be delegated to junior level consultants. Please do not hesitate to call if you have any questions or need additional information regarding our services or qualifications.

Sincerest regards,

Teri Black
President
teri@tbcrecruiting.com

PROPOSAL

Executive Search Services

for the

CITY OF LOS ALAMITOS

to recruit a

POLICE CHIEF

TB&^{CO.}

May 2021



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SAMPLE RECRUITMENT BROCHURES ARE INCLUDED AS SEPARATE ATTACHMENTS

I. CREDENTIALS, QUALIFICATIONS & COMMITMENT

Teri Black & Company (TBC) has a solid reputation for providing exemplary service to its clients and has enjoyed great success in **recruiting impressive law enforcement executives** for our clients which include the California Cities of Cypress, Tustin, Pasadena, Tracy, Napa, San Mateo, Pleasanton, Morgan Hill, Palo Alto, Menlo Park, Milpitas, Redwood City, San Jose, Livermore, and the Town of Truckee, among numerous others. Within just the last 36 months, we have completed Executive and Senior level law enforcement searches for the Cities of San Mateo, Tracy, Ventura, Napa, Pleasanton, Palo Alto, Redwood City, Morgan Hill, Truckee, Cypress, South Pasadena, Pasadena, and Tustin. Of note, we currently have active Police Chief searches in progress for the Cities of San Leandro and La Mesa. As evidence of our **clients' high satisfaction levels**, more than **90%** of our projects are generated through repeat business and client referrals.

Because we are driven by a concern for **quality results rather than volume**, we limit the number of recruitments the firm handles at any given time. In addition, we are careful to only partner with clients that appreciate the value of **highly personalized services** and the importance of finding qualified candidates who would be a good fit rather than simply attracting individuals who meet minimum qualification criteria. TBC has an **excellent track record** for recruiting well-qualified candidates and has been successful in **consistently attracting diverse candidate pools**. In 2020, **44 percent** of our placements were of diverse representation and **63 percent** of our placements were **female**. Our diversity performance record exceeded **30 percent in the year prior** and reached **45 percent in 2018**. The trust and credibility Teri and her team have earned over the course of two decades is proudly reflected in these results.

Lastly, our **commitment to candidate care is incomparable**. From initial conversations during the active recruiting period, coaching for final interviews all the way to professional development debriefings at the end of a process – **no other firm invests the amount of time and level of attention in candidates than we do**. Our treatment of applicants is a direct reflection of our customers' values and we consistently receive feedback that our service is simply unmatched.

Teri Black and Senior Recruiter Tina White will co-lead this recruitment. TBC's law enforcement advisor, Joe Brann plus members of the TBC support staff will also be engaged in the successful completion of this assignment. Our recruiters maintain **strong state and nationwide networks** throughout various local government disciplines. Profiles of our team members can be found in Section V.

TBC will work closely with the City of Los Alamitos in adjusting and redesigning activities associated with the recruitment in response to COVID-19 public health orders and corresponding protocols throughout the recruitment.

II. RECRUITMENT STRATEGY

The executive search strategy that follows describes four complete phases of a comprehensive recruitment for a Police Chief position.

PHASE I

Client Feedback & Involvement

Because of the importance of this position, we highly recommend the City Manager be closely involved in the initial and final phases of the recruitment. It is important that the recruiters have a solid understanding of the current priorities, structure and culture of Los Alamitos's Police Department so that we can accurately articulate an ideal candidate profile that would be the best fit for the department, the City, as well as the community. For TBC to represent any opportunity with conviction and credibility, we prefer to get as much information and feedback as possible before a recruitment is officially launched. Because our clients know their organizations best, we rely on their guidance to determine the best sources of information upon launching each assignment and recognize that the input desired can be achieved in a multitude of ways.

In addition to meeting with the City Manager, the lead recruiter would also be available to meet virtually with members of the Police Department, other department heads, along with additional internal and external stakeholders, including labor representatives, if desired. Our clients know their organizations and communities best, so we rely heavily on their guidance and work collaboratively to design the best approach for each individual recruitment.

Strategy Refinement

Following the gathering of feedback, TBC will develop a detailed timeline for the project along with a proposed methodology for attracting the best possible candidates. A detailed timeline and overall strategy will be reviewed and approved by the Client prior to execution.

Material Development & Production

Immediately following the client feedback activities, the lead recruiter will draft advertising and recruitment brochure text for the Client's review. This information (description of community, culture, organization, ideal candidate profiles, compensation/benefits, etc.) should accurately summarize what was learned from the feedback sources.

PHASE II

Advertising & Marketing

Once the recruiters develop a clear understanding of what the Client is seeking, TBC will create a customized advertising campaign specifically for this search. Both the traditional and electronic campaigns will be interrelated to ensure the position has a powerful presence in the marketplace.

Once the advertising is executed, TBC will distribute the recruitment brochure with a personalized cover letter to the national network of professional contacts in our database. Both e-mail and traditional mail are utilized in our marketing efforts. The job will also be promoted through the firm's social media presence via LinkedIn, Facebook, and Twitter.



Personalized Outreach

As an intensive follow-up to the direct mail campaign, the recruiters will personally contact the individuals targeted and generate new contacts through referrals made by respected sources. The most impressive candidates are usually found this way and it frequently requires several persuasive conversations to attract them into a recruitment if they are content and successful in their current position. The majority of highly qualified candidates will not necessarily respond to an advertisement; therefore, extensive proactive outreach is required.

TBC dedicates an extraordinary amount of time to discovering new talent. With the maturation of enhanced retirement programs, there has been a tremendous loss of public safety management talent throughout the country. In response, we invest more time and resources than our competition in finding undiscovered superstars across the country as well as within the state.

Our clients pay for results and that's exactly what we deliver. Unlike many other recruiting firms serving the public sector, TBC invests whatever time is necessary to generate a number of outstanding candidates from which the Client can make a selection. While most of our competitor's charge additional consulting fees beyond a specific threshold, we do not limit the number of consulting hours, travel or meetings dedicated to any given project. Sample TBC recruitment brochures are included as separate attachments to this proposal.

PHASE III

Resume Assessment

While the lead recruiter will review resumes as they are received, a final detailed review of each submission will be conducted immediately following the closing date of the recruitment. Those candidates determined to be the most highly qualified will be selected for a screening interview.

The TBC online application system was introduced to the market more than a decade ago and was the first in the public sector executive search industry. Leveraging the power, reach, and accessibility of the internet, TBC pioneered a modern digital experience for both candidates and clients. Since then, some of our competitors have followed suit, but TBC continues to set the bar with enhanced website and online application security features, two-step authentication, strong passwords, and secure candidate database storage to keep candidate information safe and confidential.

Screening Interviews

TBC does not restrict the number of candidates to be screened. Rather, we interview every candidate who meets our Client's criteria. As a rule, this group frequently amounts to 6-12 candidates. The number of candidates screened ranges from just a handful of professionals for highly specialized positions to more than 20 for highly coveted opportunities. The screening interviews are typically conducted via Zoom or phone.

Recruitment Report

Following the completion of the screening interviews, the lead recruiter will develop a written report that includes: a master list of all the applicants, resumes and cover letters for each candidate interviewed, a one-page profile summarizing each candidate's professional history, plus an overview of the recruiter's initial assessment of each individual based on their experience and the results of their screening interview. TBC will send the written report to the Client in advance of a scheduled meeting that will be dedicated to reviewing the results of the recruitment, discussing each candidate screened, and planning for the final stages of the selection process.

Candidate Communications & Care

Throughout the entire recruitment, TBC will take responsibility for communicating with the candidates during each stage of the search. In addition, the Client should feel free to refer any inquiries from potential or existing candidates directly to the lead recruiter at any time during the engagement. We handle all administrative aspects of the assignment.

TBC is **extremely attentive to internal candidates**. Our recruiters make sure they understand the process and are kept informed at every juncture as they may have never worked with a recruiter before. We strive to exceed the expectations of candidates throughout our engagements as it is critical that all the participants, regardless of whether or not they are selected, have a **positive experience**, and leave the process with a **favorable impression** of the City of Los Alamitos and the Los Alamitos Police Department.

PHASE IV

Selection Process

TBC will design and administer appropriate final selection processes in partnership with the Client. Most traditional selection processes entail at least one or two panel interviews followed by the appointing authority spending time with the highest ranked candidates. Given the fierce and relentless competition for the best talent, we now encourage all of our clients to be flexible and nimble in regard to how the final stages of the process get structured. In order to land the best options for our cities, we frequently recommend a targeted and highly accelerated approach if we think a uniquely talented candidate warrants such attention. We tailor our processes to best meet our Client's needs. Lastly, it is critical that candidates' confidentiality be respected and maintained to the greatest degree possible to maintain the integrity of the process.

Our professional fee includes one day of facilitated panel interviews either by Zoom or in-person depending on COVID-19 conditions. One of the lead recruiters will be available to facilitate additional interviews, although this is rarely necessary.

Background & References

Following the final process activities and the Client's selection of its top candidate, TBC will assist the client with facilitating a California POST compliant background check. When an external candidate is selected, a background/reference check of this nature entails a review of criminal, civil and driving records, credit report, employment history as well as academic verifications. In addition, the investigator will also conduct an on-site visit to the candidate's current or most recent places of employment to personally review personnel records and interview individuals associated with the selected candidate. The investigator also speaks with a number of references (including those supplied by the candidate as well as those independently sought out by the investigator). The client is provided with an extensive written report at the conclusion of the process.

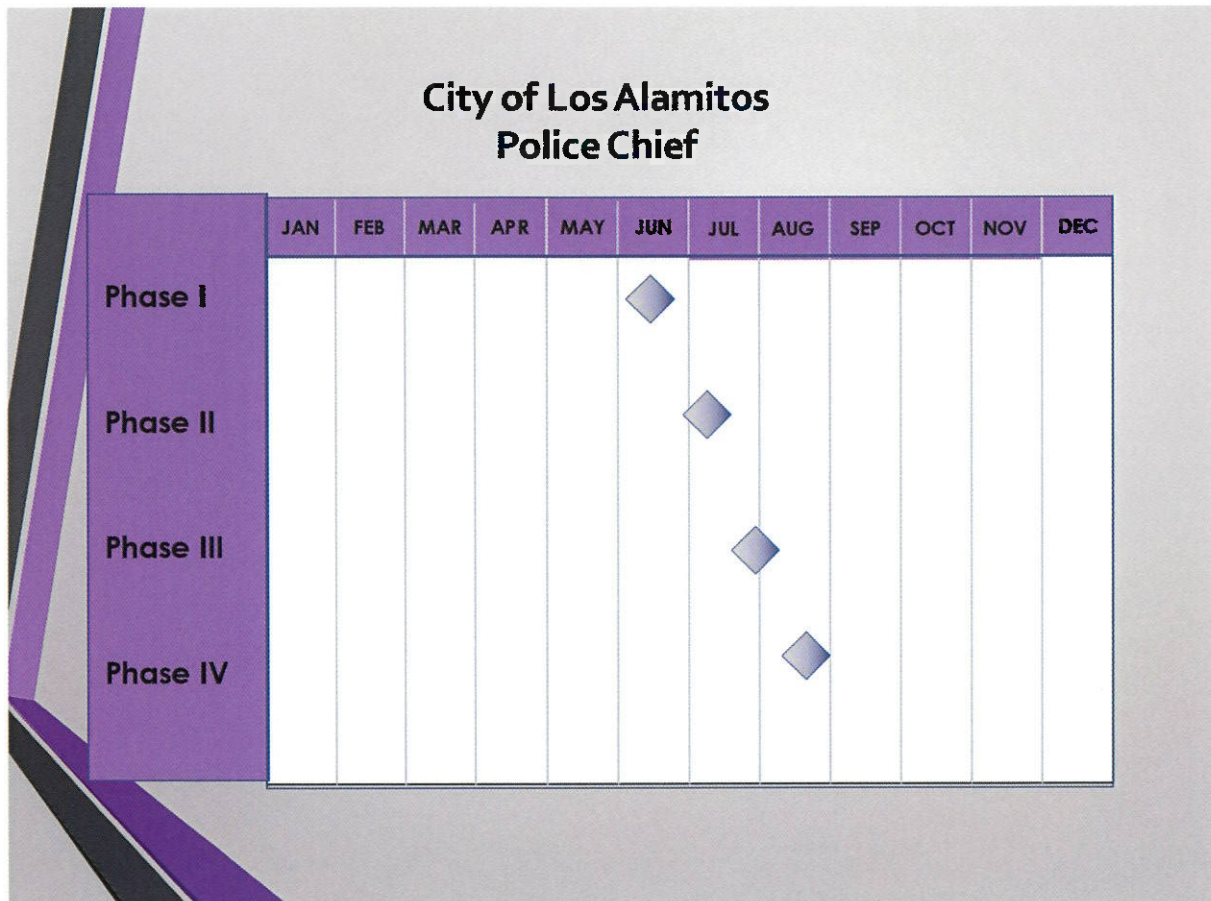
The professional fees for such an in-depth background investigation averages \$2,500-\$3,000 plus expenses and is not included in the TBC recruitment expenses, but we would be happy to assist the Client in securing an experienced public safety investigator who we work with on a regular basis.

Negotiations

Once the Client reviews and is comfortable with the findings in the report, TBC is available to assist with negotiations on compensation, benefits, start date and other transition details to bring the assignment to successful completion.

III. PROJECT TIMELINE

TBC is prepared to begin work upon formal engagement as early as June. The entire recruitment can be completed within approximately 100-120 days. A visual of a projected timeline is portrayed below and assumes that work will commence in June.



IV. PROFESSIONAL FEES & GUARANTEE

The **professional fee** for the Police Chief assignment is **\$19,000**. This includes all work outlined in Phases I – IV in the proposal's scope of work. Because of our results-oriented philosophy, the professional fee covers the entire scope of work. Services include conference calls/Zoom meetings/on-site visits for the purposes of gathering stakeholder feedback on candidate profiles, briefing client on results of each recruitment, facilitating one day of panel interviews¹, assisting the client with selection deliberations and conducting background and reference checks.

REIMBURSABLE EXPENSES² (NOT TO EXCEED)

Advertising	\$2,200
Recruitment Brochure & mailing	\$1,500
Administrative support (misc. supplies)	\$3,400
Printing & FedEx	\$ 500
Consultant Travel (mileage only)	\$ 200
Project expenses (NTE)	\$7,800

Professional fees and expenses are billed in phases as work progresses and expenses are incurred. Expenses are billed at their actual level and are never marked-up or inflated with special fees.

Placement Guarantee

If a candidate selected and appointed by the City of Los Alamitos terminates employment for any reason before the completion of the first year of service as a result of a comprehensive TBC full executive recruitment where TBC has conducted the background and references checks directly or has reviewed the information obtained by the City on the candidate's background and references checks, TBC will provide Los Alamitos with the necessary consulting services required to secure a replacement. Depending on the nature of the departure, professional consulting services will be provided at no charge or at a discounted rate of 25-50% of the original fee.³ Expenses will be covered by the City.

Fee for Additional Placements

Because of the challenging market for top talent, our clients are increasingly taking advantage of selecting more than one outstanding candidate from a single recruitment that will benefit the organization in a different capacity. In these instances, a \$3,500 placement fee per additional candidate placed will apply and will include completion of background check records review as well as reference checking.

¹ Additional interviews can be facilitated at \$200-\$300 per hour depending on the recruiter assigned.

² Reimbursable Expenses by Category are an estimation. Invoices may reflect actual expense amounts in any given category that are above or below the estimated amount, however, total expenses billed during the project shall not exceed the total "Project Expenses (NTE)" amount as stated.

³ If a candidate is terminated for cause or deemed to be a poor fit for our client, professional services are rendered at no charge.

V. RECRUITERS & STAFF PROFILES

Teri Black, President

Following a distinguished career in local and federal government, Teri has been dedicated to public sector executive search since 1999. Serving communities with populations in the millions to as small as 1,500 for 20 years, she has built a substantial base of clients across the Western United States that continually rely on her personalized service and recruitment expertise. In addition to cities and counties, Teri's clients also include special districts, utility agencies, and non-profit organizations. She has managed a multitude of high profile and sensitive recruitments over the years. Prior to starting her own firm in 2006, Teri was affiliated with Shannon Executive Search/CPS Human Resource Services and The Oldani Group.

Before entering the executive search profession, Teri served as Chief of Staff in the U.S. Department of Justice/Office of Community Oriented Policing Services (COPS) in a prior presidential administration. As part of her efforts to **advance community policing**, she was the Administration's **key strategist** on numerous **public safety policy initiatives**. Teri's role allowed her to establish an **incomparable network of police professionals** across the country which she has continued to build upon for nearly two decades. Her local government experience includes management positions in the Cities of Santa Ana, Lakewood, and Oakland, California. As a consultant, clients find her prior government experience to be of tremendous value as they often comment, "She has walked in our shoes and understands our business."

Teri earned her Master's degree in Public Administration from the University of Southern California and holds a bachelor's degree in Criminal Justice from California State University, Fullerton. She is a graduate of the UCLA Anderson School of Management's invitational certificate program for entrepreneurs and a founding member of Cal-ICMA's Preparing the Next Generation (PNG) committee which has served as a model for the national association.

Teri will co-lead this engagement, alongside Tina White.

Tina White, Senior Recruiter

Tina White retired as City Manager of Poway, California in May 2019. The City of Poway consistently ranked as one of California's safest cities and among the best California cities in which to raise a family. As City Manager, Ms. White oversaw an operating budget of \$90 million, a workforce of more than 200 full-time employees, and capital improvement projects totaling \$34 million in fiscal year 2017-18. Prior to being appointed City Manager, Ms. White served as Poway's Assistant City Manager for more than six years.

Ms. White worked in local government for more than 30 years, working for the cities of El Cajon and Poway and for Helix Water District. She began with Poway in 2001, starting as a management analyst and working her way up to Administrative Services Director in 2006, where she was responsible for human resources, finance, information technology, customer services and the water conservation team. She also worked for five years as a municipal law paralegal and legal administrator for a law firm that represented a number of cities and special districts in the San Diego area.

Over the course of her diverse and accomplished career, she successfully recruited and hired high-quality executive leaders, technical and professional staff, middle managers, and line staff. She attributes her success in recruitments to ensuring that she understood the needs of the position and the organization, looking beyond the job description. She also ensured the selected candidates not only had the necessary skills and abilities, but that they were the right "match" for the organization. This aptitude will help her bring forward the best available candidates and properly gauge their skills and fit with client organizations. Since retiring, Ms. White also works as a senior advisor serving the consulting, administrative and project management needs of local government.

Ms. White is a member of the International City/County Management Association, and holds a Bachelor's degree in Public Administration from San Diego State University.

Tina will co-lead this engagement, alongside Teri Black.

Joseph E. Brann, Chief Executive Officer/Policing Expert

Joe Brann is the founder and CEO of Joseph Brann & Associates (JBA), a subsidiary consulting firm of TB&Co. exclusively dedicated to improving accountability and performance in police departments. For more than twenty years his firm has assisted police and sheriff's departments throughout the country with improving their policing strategies, modernizing service delivery, and engaging the community with police as co-producers of public safety. In addition to being the company's CEO, Joe serves as an advisor on all of TB&Co.'s law enforcement related searches.

Joe began his law enforcement career with the Santa Ana, CA Police Department – one of the **earliest pioneers in the community policing** movement. In 1989 he was appointed to serve as **Chief of Police in Hayward, CA**, where his vision and leadership in successfully integrating community policing principles and problem-solving strategies were recognized at the state and national level and served as a model for other communities. Following passage of the 1994 Crime Act he was appointed by President Bill Clinton to serve as the **founding Director for the Office of Community Oriented Policing Services (COPS Office)** in the U. S. Department of Justice. Under Joe's leadership, the COPS Office invested billions of dollars in the advancement of community policing through a variety of nationwide training initiatives, the addition of 100,000 community police officers, and numerous crime reduction and community building programs. During his tenure, he also established 3-1-1 as the national non-emergency number.

Mr. Brann holds a Bachelor of Arts in Criminal Justice from California State University, Fullerton, and a Master of Public Administration degree from the University of Southern California. He is also a graduate of the FBI National Academy.

Joe will serve as an advisor to the recruiting team throughout the duration of the project and be available to the client on an as needed basis.

Tracey Carlson, Director of Client & Candidate Care

Tracey is responsible for managing the numerous administrative activities and logistical coordination associated with TBC recruitments and special projects. Her 15 years of project management experience benefits the company in many ways. From overseeing our massive database, ensuring contractual requirements are met and interacting with candidates to coordinating background checks, she is involved with all aspects of the search process.

Tracey is also charged with the most difficult responsibility in the practice – managing Teri’s calendar! In addition, she serves as an outstanding resource for candidates and sets a high bar for the firm’s commitment to five-star quality service. In a nutshell, she serves as Teri’s invaluable “right hand” in ensuring that all client and candidate needs are met.

Prior to joining the firm more than 10 years ago, Tracey held a variety of finance, IT and project management related positions with Northrop Grumman and Toyota Motor Sales, USA.

Elizabeth Emmett, Chief Communicator

Elizabeth Emmett spent her 30-year communications career with Bay Area public agencies, working to recognize needs, strategize solutions and execute successful outreach campaigns. Having joined TBC in January of this year, she is the newest member of the team and is responsible for the firm’s social media, branding, and overall communications efforts.

In 2007, Elizabeth became the first Public Information Officer for the County of Napa, and built the program from scratch, managing the redesign of the County logo, website and style guide, as well as establishing the bedrock internal, external and media communications tools and practices serving all County departments. Seven years later, she was called to again create an entirely new program, this time at Napa Valley Unified School District, where she helped lead the organization through the 2014 Napa earthquake, the 2017 fires and other crises. She retired from NVUSD in early 2019.

During the worst of the California drought in the late 1980’s, Elizabeth was part of the award-winning public information team at Santa Clara Valley Water District, working to inform and educate more than a million customers. She continued her “water work” at Sonoma County Water Agency in the early 2000s, followed by a stint at CirclePoint, an award-winning environmental, marketing and community outreach based in San Francisco. Elizabeth headed up the North Bay office in Napa, working on transportation and water projects throughout the region.

Elizabeth has a bachelor’s degree in Mass Communications/Journalism from Minnesota State University Mankato. She has served in several Board positions, including president, for the California Association of Public Information Officials (CAPIO). She is based in Napa.

VI. CLIENT REFERENCES

Client: City of Cypress **Tel:** 714.229.6700
Contact: Peter Grant, City Manager
Email: pgrant@cypressca.org
Searches: **Police Chief**, Planning Director

Client: City of Pasadena **Tel:** 626.744.4369
Contact: Jennifer Curtis, Director of Human Resources
Email: jennifercurtis@cityofpasadena.net
Searches: **Police Chief**, Payroll Services Manager, General Manager – Water & Power, Finance Director, Deputy Fire Chiefs, Human Resources Director, Fire Chief, Planning Director

Client: City of Tustin **Tel:** 714.573.3044
Contact: Derick Yasuda, Director of Human Resources
Email: dyasuda@tustinca.org
Searches: **Police Chief**, Police Civilian Commander, Human Resources Director, City Manager, Assistant Public Works Director, Field Services Manager, Finance Director, Director of Parks & Recreation, Assistant City Manager, Community Development Director

Client: City of Pleasanton **Tel:** 925.931.5006
Contact: Debra Gill, Director of Human Resources & Labor Relations
Email: dgill@cityofpleasantonca.gov
Searches: **Police Chief**, Police Captain, Assistant Director of Library & Recreation, Community Development Director, Director of Library Services, Director of Operations & Water Utilities, Assistant City Manager, Assistant Finance Director, Fire Chief

Client: City of San Mateo **Tel:** 650.522.7260
Contact: Casey Echarte, Human Resources Director
Email: cecharte@cityofsanmateo.org
Searches: **Police Chief**, City Manager, Community Development Director, Deputy Community Development Director, Public Works Director, City Manager, Planning Manager, City Attorney

VII. CONTACT INFORMATION

Business address: 25500 Hawthorne Blvd., Suite 1158
Torrance, CA 90505

Telephone: 424.296.3111
Web site: www.tbcrecruiting.com

Skype Address: tbc.recruiting
Twitter: TBCRecruiting
Federal Tax ID: 13-4346458

Primary Contact: Teri Black
teri@tbcrecruiting.com
Office: 424.296.3111 Mobile: 310.781.0878

Company Officers: Teri Black, President
Joseph E. Brann, CEO

VIII. COMPREHENSIVE LIST OF CLIENTS

Cities

- ◆ Agoura Hills
- ◆ Alameda
- ◆ Aliso Viejo
- ◆ Antioch
- ◆ Anaheim
- ◆ Arlington, TX
- ◆ Arroyo Grande
- ◆ Ashland, OR
- ◆ Belmont
- ◆ Berkeley
- ◆ Beverly Hills
- ◆ Brisbane
- ◆ Buena Park
- ◆ Burbank
- ◆ Burlingame
- ◆ Cannon Beach, OR
- ◆ Carlsbad
- ◆ Carmel-by-the-Sea
- ◆ Carpinteria
- ◆ Chandler, AZ
- ◆ Colorado Springs, CO
- ◆ Concord
- ◆ Costa Mesa
- ◆ Cupertino
- ◆ Cypress
- ◆ Daly City
- ◆ Davis
- ◆ Del Mar
- ◆ Denver, CO
- ◆ Dublin
- ◆ East Palo Alto
- ◆ El Cajon
- ◆ Escondido
- ◆ Eugene, OR
- ◆ Fairfield
- ◆ Fort Worth, TX
- ◆ Fremont
- ◆ Fresno
- ◆ Fullerton
- ◆ Glendale
- ◆ Goleta
- ◆ Half Moon Bay
- ◆ Hayward
- ◆ Healdsburg
- ◆ Hermiston, OR
- ◆ Hermosa Beach
- ◆ Hillsborough
- ◆ Huntington Beach
- ◆ Imperial Beach
- ◆ Indian Wells
- ◆ Indio
- ◆ Laguna Niguel
- ◆ La Habra
- ◆ La Mesa
- ◆ La Palma
- ◆ La Quinta
- ◆ Lakewood, CO
- ◆ Livermore
- ◆ Lomita
- ◆ Lompoc
- ◆ Long Beach
- ◆ Los Altos
- ◆ Los Banos
- ◆ Los Gatos
- ◆ Lynwood
- ◆ Manhattan Beach
- ◆ Marina
- ◆ Manteca
- ◆ Menlo Park
- ◆ Milpitas
- ◆ Modesto
- ◆ Moreno Valley
- ◆ Morgan Hill
- ◆ Mountain View
- ◆ Murrieta
- ◆ Napa
- ◆ National City
- ◆ Newport Beach
- ◆ Oakland
- ◆ Pacifica
- ◆ Palo Alto
- ◆ Pasadena
- ◆ Petaluma
- ◆ Piedmont
- ◆ Pismo Beach
- ◆ Pittsburg
- ◆ Pleasanton
- ◆ Prescott Valley, AZ
- ◆ Pomona
- ◆ Poway
- ◆ Provo City, UT
- ◆ Rancho Cordova
- ◆ Redlands
- ◆ Redwood City
- ◆ Rohnert Park
- ◆ Riverside

- ◆ Roseville
- ◆ San Diego
- ◆ San José
- ◆ San Leandro
- ◆ San Luis Obispo
- ◆ San Mateo
- ◆ Santa Barbara
- ◆ Santa Clara
- ◆ Santa Clarita
- ◆ Santa Cruz
- ◆ Santa Monica
- ◆ Santa Paula
- ◆ Santa Rosa
- ◆ Sierra Vista, AZ
- ◆ Signal Hill
- ◆ South Pasadena

- ◆ South San Francisco
- ◆ Sunnyvale
- ◆ Surprise, AZ
- ◆ Torrance
- ◆ Tracy
- ◆ Truckee, Town of
- ◆ Turlock
- ◆ Tustin
- ◆ Vallejo
- ◆ Ventura
- ◆ Vista
- ◆ Walnut Creek
- ◆ West Sacramento
- ◆ Woodside, Town of
- ◆ Yucca Valley, Town of

Counties

- ❖ Alameda
- ❖ Contra Costa
- ❖ Denver, CO (City/County)
- ❖ Lane, OR
- ❖ Los Angeles
- ❖ Merced
- ❖ Monterey
- ❖ Napa
- ❖ San Diego
- ❖ Santa Barbara

Special Districts/Authorities

- Ashland, OR Parks Commission
- Beach Cities Health District
- Calleguas Municipal Water District
- Castaic Lake Water Agency
- Goleta Water District
- Hi-Desert Water District
- Indio Water Authority
- Menlo Park Fire Protection District
- Mesa Consolidated Water District
- Municipal Water District of Orange County
- Sacramento Metropolitan Fire District
- San Ramon Valley Fire Protection District
- South Bay Regional Public Communications Authority
- Southern California Association of Governments
- West Basin Municipal Water District

Universities

Cal State University Los Angeles

City of Los Alamitos

CITY COUNCIL AGENDA REPORT

MEETING DATE: June 21, 2021

ITEM NUMBER: 10C

To: Mayor Mark A. Chirco & Members of the City Council

Presented By: Craig Kohler, Interim Finance Director

Subject: Resolution No. 2021-10 – Approving the Annual Appropriations Limit for Fiscal Year 2021-22

SUMMARY

Staff has calculated the Fiscal Year 2021-22 Appropriations Limit as required by Article XIII B of the California Constitution. This item recommends the City Council establish its annual Appropriations Limit by Resolution.

RECOMMENDATION

Adopt Resolution No. 2021-10, entitled, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, APPROVING AND ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR FISCAL YEAR 2021-22.”

BACKGROUND

Article XIII B of the California Constitution was added by the November 1979 passage of the Gann Initiative. For State and local governments, this legislation mandated that the total annual appropriations subject to the limitation, shall not exceed the prior year Appropriations Limit, adjusted for the change in cost of living and population, except as otherwise provided in that article. The Gann Initiative is implemented by Section 7900 et. seq. of the California Government Code. Section 7910 provides that the governing body of each jurisdiction shall annually establish its Appropriations Limit by resolution.

The Appropriations Limit is calculated by determining appropriations financed by proceeds of taxes in the 1978/79 base year and adjusting the limit each subsequent year for changes in the cost of living and population. This Appropriation Limit is the maximum limit of proceeds from taxes the City may collect or spend each year. Appropriations financed by proceeds of taxes are limited to actual revenues collected if they are lower than the limit. The Appropriations Limit may be amended at any time during the fiscal year to reflect new data.

The cost of living adjustment may be based upon the changes in the California per capita personal income or the percentage change in the local assessment roll from the preceding year due to the addition of local nonresidential new construction. The population adjustment may be based on the changes in the City population or population growth within the County.

DISCUSSION

Staff has calculated the Fiscal Year 2021-22 Appropriations Limit utilizing the percentage growth in the California Per Capita Income and the change in the County of Orange's population. The Fiscal Year 2021-22 Appropriations Limit is calculated to be \$22,798,093. The projected proceeds from taxes for Fiscal Year 2021-22 are \$15,252,417, which is \$7,545,676 or 33% below the appropriations limitation.

FISCAL IMPACT

None.

Submitted by: Craig Koehler, Interim Finance Director

Approved by: Chet Simmons, City Manager

Attachments: 1. *Resolution 2021-10*
 2. *State of California Price and Population Letter*

RESOLUTION NO. 2021-10

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF LOS ALAMITOS, CALIFORNIA, APPROVING AND
ADOPTING THE ANNUAL APPROPRIATIONS LIMIT FOR
FISCAL YEAR 2020-21**

WHEREAS, on November 6, 1979, the voters of California added Article XIII to the State Constitution placing limitations on the appropriations of State and local government; and,

WHEREAS, Article XIII B was amended by the voters in November 1990 through the passage of Proposition 111; and,

WHEREAS, Article XIII B requires the City Council to select population and inflation factors for the year's appropriation limit calculation.

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

SECTION 1. That the Fiscal Year 2021-22 appropriation limitation shall be \$22,798,093 as documented in Exhibit A.

SECTION 2. That the inflation factor being utilized to determine the 2021-22 appropriation limit is the percentage change in California per capita personal income.

SECTION 3. That the population factor being utilized to calculate the 2021-22 appropriation limit is the County of Orange population growth.

SECTION 4. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this 21st day of June, 2021.

Mark A. Chirco, Mayor

ATTEST:

Windmera Quintanar, MMC, City Clerk

APPROVED AS TO FORM:

Michael S. Daudt, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LOS ALAMITOS)

I, Windmera Quintanar, MMC, City Clerk of the City of Los Alamitos, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council held on the 21st day of June, 2021, by the following vote to wit:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

Windmera Quintanar, MMC, City Clerk

**APPROPRIATIONS LIMIT CALCUALTION
FISCAL YEAR 2021-22**

Previous Appropriations Limit (2020-21) \$21,745,218

Adjustment Factors:

Change in Population - County 0.9916

Change in Per Capita Income 1.0573

Total Adjustment Factor 1.0484

Appropriations Limit for Fiscal Year 2021-22 \$22,798,093

Proceeds from Taxes \$15,252,417

Minus Exclusions \$ -

Appropriations Subject to Limit \$15,252,417

Appropriations Over (Under) Limit (\$7,545,676)

2021-22 Proceeds from Taxes

Property Taxes \$4,584,079

Sales and Use Taxes 7,578,988

Other Taxes 2,190,570

Business Licenses 669,500

Interest 229,280

Total \$15,252,417



Gavin Newsom ■ Governor

State Capitol ■ Room 1145 ■ Sacramento CA ■ 95814-4998 ■ www.dof.ca.gov

May 2021

Dear Fiscal Officer:

Subject: Price Factor and Population Information**Appropriations Limit**

California Revenue and Taxation Code section 2227 requires the Department of Finance (Finance) to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2021, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2021-22. Attachment A provides the change in California's per capita personal income and an example for utilizing the price factor and population percentage change factor to calculate the 2021-22 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts

Some special districts must establish an annual appropriations limit. California Revenue and Taxation Code section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. The code section and the California Constitution can be accessed at the following website: <http://leginfo.legislature.ca.gov/faces/codes.xhtml>.

Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification

The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2021.**

Please Note: The prior year's city population estimates may be revised. The per capita personal income change is based on historical data. Given the stay-at-home orders due to COVID-19, growth in the coming years may be substantially lower than recent trends.

If you have any questions regarding this data, please contact the Demographic Research Unit at (916) 323-4086.

KEELY MARTIN BOSLER

Director

By:

/s/ Erika Li

Erika Li

Chief Deputy Director

Attachment

- A. **Price Factor:** Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2021-22 appropriation limit is:

Per Capita Personal Income	
Fiscal Year (FY)	Percentage change over prior year
2021-22	5.73

- B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2021-22 appropriation limit.

2021-22:

Per Capita Cost of Living Change = 5.73 percent
Population Change = -0.46 percent

Per Capita Cost of Living converted to a ratio: $\frac{5.73 + 100}{100} = 1.0573$

Population converted to a ratio: $\frac{-0.46 + 100}{100} = 0.9954$

Calculation of factor for FY 2021-22: $1.0573 \times 0.9954 = 1.0524$

Fiscal Year 2021-22

Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2020 to January 1, 2021 and Total Population, January 1, 2021

County City	Percent Change	--- Population Minus Exclusions ---		Total Population
	2020-2021	1-1-20	1-1-21	1-1-2021
Orange				
Aliso Viejo	-1.07	50,351	49,813	49,813
Anaheim	-1.01	357,042	353,451	353,468
Brea	-0.79	45,498	45,137	45,137
Buena Park	-0.86	82,336	81,626	81,626
Costa Mesa	-0.78	113,661	112,780	112,780
Cypress	-1.07	49,055	48,531	48,531
Dana Point	-0.83	33,466	33,189	33,189
Fountain Valley	-0.84	55,419	54,953	54,953
Fullerton	-1.86	142,070	139,431	139,431
Garden Grove	-0.57	173,457	172,476	172,476
Huntington Beach	-0.93	198,725	196,874	196,874
Irvine	-2.31	277,988	271,564	271,564
Laguna Beach	-0.86	22,690	22,495	22,495
Laguna Hills	-1.03	31,397	31,073	31,073
Laguna Niguel	0.94	64,559	65,168	65,168
Laguna Woods	-1.07	16,209	16,036	16,036
La Habra	-1.04	63,471	62,808	62,808
Lake Forest	-0.02	84,556	84,538	84,538
La Palma	-1.06	15,607	15,442	15,442
Los Alamitos	-0.55	11,602	11,538	11,538
Mission Viejo	-1.06	95,130	94,119	94,119
Newport Beach	-0.64	86,415	85,865	85,865
Orange	-1.53	139,504	137,366	137,366
Placentia	-0.77	51,569	51,173	51,173
Rancho Santa Margarita	-1.08	48,708	48,183	48,183
San Clemente	-0.73	64,538	64,065	64,065
San Juan Capistrano	-0.78	36,081	35,801	35,801
Santa Ana	0.02	331,304	331,369	331,369
Seal Beach	-1.09	24,683	24,414	24,443
Stanton	1.08	39,150	39,573	39,573
Tustin	-0.62	80,511	80,009	80,009
Villa Park	-1.07	5,821	5,759	5,759
Westminster	-0.51	91,931	91,466	91,466
Yorba Linda	-0.85	68,426	67,846	67,846
Unincorporated	0.22	127,510	127,787	127,787
County Total	-0.84	3,180,440	3,153,718	3,153,764

*Exclusions include residents on federal military installations and group quarters residents in state mental institutions, state and federal correctional institutions and veteran homes.

City of Los Alamitos

CITY COUNCIL AGENDA REPORT

MEETING DATE: June 21, 2021

ITEM NUMBER: 10D

To: Mayor Mark A. Chirco & Members of the City Council

Presented By: Ron Noda, Acting Deputy City Manager

Subject: Award of Consulting Services Agreement (CSA) with Fuscoe Engineering, Inc. Regarding the Annual Preparation of the City's Program Effectiveness Assessment (PEA) Report

SUMMARY

On May 13, 2021, staff received and reviewed proposals submitted in response to Request for Proposals (RFP) 2021-05 regarding the annual assistance in preparation of the City's Program Effectiveness Assessment (PEA) Report.

RECOMMENDATION

Award the bid for RFP 2021-05 and authorize the Mayor to execute Consulting Services with Fuscoe Engineering, Inc. for annual assistance in preparation for the City's Program Effectiveness Assessment (PEA) Report in an amount not to exceed \$15,000 annually for a term of two years, ending on June 21, 2023, unless extended by mutual written agreement.

BACKGROUND

In order to ensure compliance with the State of California's Regional Water Control Board Santa Ana Region Order, the County of Orange, Orange County Flood Control District, and incorporated cities of Orange County within the Santa Ana Regional Area are required to establish compliance and monitoring controls to ensure proper water quality control.

The City of Los Alamitos operates municipal storm drain systems and discharge storm water and urban runoff pursuant to National Pollutant Discharge Elimination System (NPDES) Permits. These Permits requires the City to effectively prohibit non-storm water discharge into the storm drains and implement controls to reduce discharge of pollutants to the Maximum Extent Practicable (MEP).

A progress report, termed Program Effectiveness Assessment (PEA), is required on an annual basis. The objectives of the PEA are to present a compilation of the programmatic implementation and validation data; provide for annual data analyses by which the City can assess program effectiveness; ensure that the evaluation and improvement process is applied to each of the program's elements; and provide a mechanism for the City to identify and report modifications that have or will be made to the Drainage Area Management Plan (DAMP).

The City currently contracts for the preparation of the PEA with Fuscoe Engineering. The contracted vendor assists the City with gathering and compiling data to submit to the State. The data collected determines compliance with State mandates. The current contract with Fuscoe Engineering is set to expire on June 20, 2021.

DISCUSSION

On April 27, 2021 Request for Proposals (RFP) 2021-05 was released, as well as advertised in the newspaper on April 28, 2021 and May 5, 2021.

RFP 2021-05 requested proposals from qualified firms to collect all pertinent data and prepare the annual PEA, which illustrates the NPDES activities completed by the City to remain in compliance with the NPDES Permit. This entails collaborating with the various departments in collecting data and narrative information necessary to complete the report.

Only one firm, Fuscoe Engineering, Inc., responded to RFP 2021-05 with a proposal in the amount of \$15,000 annually. The proposed Consulting Services Agreement includes an initial term of two (2) years, with the option to extend for up to two (2) additional two (2) year terms by mutual agreement.

FISCAL IMPACT

The annual amount is \$15,000 with a total of \$30,000 for the two-year agreement. Funding for this service is included in FY 2021-2022 Development Services Budget - Account No. 10.537.5289

Submitted by: Ron Noda, Acting Deputy City Manager
Fiscal Impact Reviewed by: Craig Koehler, Interim Finance Director
Approved by: Chet Simmons, City Manager

*Attachments: 1. Consulting Services Agreement with Fuscoe Engineering Inc.
2. Proposal Submitted by Fuscoe Engineering Inc. dated May 4, 2021*

CONSULTING SERVICES AGREEMENT
[City of Los Alamitos & Fuscoe Engineering, Inc.]

THIS CONSULTING SERVICES AGREEMENT (“Agreement”) is made and entered into, to be effective this 21st day of June 2021 (“Effective Date”), by and between the CITY OF LOS ALAMITOS, a California charter city and municipal corporation, (“City”) and Fuscoe Engineering, Inc., a corporation, (“Consultant”). City and Consultant are sometimes hereinafter individually referred to as “Party” and are hereinafter collectively referred to as the “Parties.”

RECITALS

A. City has determined that it requires the services of a qualified consultant to provide Consulting Services for the Annual Preparation of the City’s Program Effectiveness Assessment (PEA) Report. (“Project”).

B. Consultant has submitted to City a written proposal, dated May 4, 2021, to provide Consulting Services for the Annual Preparation of the City’s Program Effectiveness Assessment (PEA) Report for the Project.

C. Consultant represents and maintains that it is uniquely qualified by virtue of its experience, training, education, reputation, and expertise, to provide the necessary services to City and has agreed to provide such services as set forth herein.

D. City desires to engage Consultant to provide such services subject to the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the promises and mutual obligations, covenants, and conditions contained herein, and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

AGREEMENT

1. SERVICES OF CONSULTANT

1.1 Scope of Services and Standard of Performance. Consultant shall provide those services set forth in the Annual PEA Report Preparation Proposal, dated May 4, 2021, attached hereto as Exhibit “A” (“Scope of Services” and/or “Project Services”). Consultant shall provide the Project Services in compliance with all terms and conditions of this Agreement. Consultant warrants that all Project Services shall be performed in a skillful, competent, professional and satisfactory manner in accordance with all standards prevalent in the same profession in the State of California. Consultant represents and warrants that it is skilled in the professional discipline necessary to perform the Project Services. Consultant represents and warrants that it and all employees, subconsultants and subcontractors providing any services pursuant to this Agreement shall have sufficient skill and experience to perform the Project Services. All Project Services shall be completed to the reasonable satisfaction of City.

1.1.1 Resolution of Inconsistencies. In the event of any inconsistency between or among the terms and conditions contained in the main body of this Agreement and the Scope of Services, such inconsistency shall be resolved by applying the provisions in the highest priority of the documents containing such inconsistency, which shall be determined in the following order of declining priority: (1st) the main body of this Agreement; and (2rd) the Scope of Services.

1.2 Compliance with Law. All Project Services shall be provided in accordance with all laws, ordinances, resolutions, statutes, rules, and regulations of City and any federal, state or local governmental agency of competent jurisdiction. Consultant shall be liable for all violations of such laws, ordinances, resolutions, statutes, rules and regulations in connection with performance of the Project Services. If Consultant performs any Project Services in violation of such laws, ordinances, resolutions, statutes, rules or regulations, Consultant shall be solely responsible for all penalties and costs arising therefrom. Consultant shall defend, indemnify, and hold City, its officials, officers, employees, agents and volunteers, free and harmless from and against any claim or liability arising out of any failure or alleged failure to comply with such laws, ordinances, resolutions, statutes, rules or regulations.

1.3 Licenses and Permits. Prior to performing any Project Services, Consultant shall obtain all licenses, permits, qualifications, and approvals of whatever nature that are legally required to practice its profession and perform the Project Services. Consultant represents and warrants to City that Consultant shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement and any extension, any license, permit, qualification, or approval that is legally required for Consultant to perform the Project Services. Consultant shall have the sole obligation to pay for any fees, assessments, and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Consultant's performance of the Project Services, and shall defend, indemnify, and hold the City, its officials, officers, employees, agents and volunteers, free and harmless from and against any claim or liability arising out of any failure or alleged failure to obtain such license, permits, qualifications, and approvals of whatever nature that are legally required to practice its profession and perform the Project Services.

1.4 Familiarity with Work. By executing this Agreement, Consultant warrants that Consultant (a) has thoroughly investigated and considered the Project Services to be performed, (b) has carefully considered how the Project Services should be performed, and (c) fully understands the facilities, difficulties and restrictions attending performance of the Project Services under this Agreement.

1.5 Care in Performance of Project Services. Consultant shall adopt reasonable methods during the term of the Agreement to prevent losses or damage to materials, papers or other components of the Project Services, and shall be responsible for all such damages, to persons or property, until acceptance of the Project Services by the City, except such losses or damages as may be caused by City's own negligence.

1.6 Non-Exclusive Agreement. Consultant acknowledges that City may enter into agreements with other contractors, consultants, or vendors for services similar to the services that are the subject of this Agreement. Consultant further acknowledges that City may have its own employees perform services similar to the services that are the subject of this Agreement.

2. COMPENSATION

2.1 Maximum Contract Amount. Consultant shall be compensated for the Project Services performed, including authorized reimbursements, if any, in accordance with the rates and charges set forth in the Scope of Services in an amount not to exceed Fifteen Thousand Dollars and Zero Cents (\$15,000) annually. The maximum amount of City's payment obligation under this Agreement is the amount specified in this section.

2.2 Method of Payment. In any month in which Consultant wishes to receive payment, Consultant shall no later than first working day of such month, submit to the City, in a form approved by the City Manager or his designee, an invoice for services rendered prior to the date of the invoice. Such requests shall be based upon the amount and value of the services performed by Consultant and accompanied by such reporting data including an itemized breakdown of all costs incurred and tasks performed during the period covered by the invoice, as may be required by the City. Within thirty (30) calendar days of receipt of invoice, City shall pay all undisputed amounts included on the invoice.

2.3 Changes in Scope. In the event any change or changes in the Scope of Services is requested by the City, the Parties shall execute a written amendment to this Agreement, signed by an individual authorized to formally bind the Party for which he/she is signing, setting forth with particularity all terms of such amendment, including, but not limited to, any additional professional fees. An amendment may be entered into: (a) to provide for revisions or modifications to documents or other work product when documents or other work product or work is required by the enactment or revision of law subsequent to the preparation of any documents, other work product, or work; and/or, (b) to provide for additional services not included in this Agreement or not customarily furnished in accordance with generally accepted practice in Consultant's profession.

2.4 Appropriations. This Agreement is subject to and contingent upon funds being appropriated therefore by the Los Alamitos City Council for each fiscal year covered by the term of this Agreement. If such appropriations are not made, this Agreement shall automatically terminate without penalty to the City.

3. SCHEDULE OF PERFORMANCE

3.1 Time of Essence. Time is of the essence in the performance of this Agreement. The time for completion of the Project Services to be performed by Consultant is an essential condition of this Agreement.

3.2 Schedule of Performance. Consultant shall prosecute regularly and diligently the Project Services according to the periods specified in the Scope of Services. When requested by Consultant, extensions of the time period(s) specified in the Scope of Services may be approved in writing by the Contract Officer; however, the City shall not be obligated to grant any such extension.

3.3 Force Majeure. The time for performance of the Project Services may be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Consultant (financial inability excepted), including, but not limited to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, and/or acts of any governmental agency, including the City, if Consultant, within ten (10) calendar days of the commencement of such delay, notifies the City Manager in writing of the causes of the delay. The City Manager shall ascertain the facts and the extent of delay, and extend the time for performing the Services for the period of the enforced delay when and if in the judgment of the City Manager such delay is justified. The City Manager's determination shall be final and conclusive upon the Parties to this Agreement. In no event shall Consultant be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused, Consultant's sole remedy being extension of the Agreement pursuant to this section.

3.4 Term. Unless earlier terminated as provided elsewhere in this Agreement, this Agreement shall commence upon the Effective Date and shall continue in full force and effect for a period of two (2) years, ending on June 21, 2023, unless extended by mutual written agreement of the Parties, for a maximum of two (2) – 2-year contract extensions.

4. COORDINATION OF PROJECT SERVICES

4.1 Consultant's Representative. The following principal of Consultant is hereby designated as being the principal and representative of Consultant authorized to act on its behalf with respect to the Project Services and to make all decisions in connection therewith: _____. It is expressly understood that the experience, knowledge, education, capability, expertise, and reputation of the foregoing principal is a substantial inducement for City to enter into this Agreement. Therefore, the foregoing principal shall be responsible during the term of this Agreement for directing all activities of Consultant and devoting sufficient time to personally supervise the Project Services performed hereunder. The foregoing principal may not be changed by Consultant without prior written approval of the Contract Officer.

4.2 City's Contract Officer. The City's Contract Officer shall be such person as may be designated by the City Manager, and is subject to change by the City Manager. It shall be the Consultant's responsibility to ensure that the Contract Officer is kept fully informed of the progress of the performance of the Project Services, and the Consultant shall refer any decisions which must be made by City to the Contract Officer. Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the Contract Officer. The Contract Officer shall have authority to sign all documents on behalf of the City required hereunder to carry out the terms of this Agreement.

4.3 Prohibition Against Subcontracting or Assignments. The experience, knowledge, capability, expertise, and reputation of Consultant, its principals and employees, were a substantial inducement for City to enter into this Agreement. Therefore, Consultant shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, voluntarily or by operation of law, without the prior written consent of City. Consultant shall not contract with any other entity to perform the Project Services without prior written consent of City.

If Consultant is permitted by City to subcontract any part of this Agreement, Consultant shall be responsible to City for the acts and omissions of its subcontractor(s) in the same manner as it is for persons directly employed. Nothing contained in this Agreement shall create any contractual relationships between any subcontractor and City. All persons engaged in the performance of Project Services will be considered employees of Consultant. City will deal directly with and will make all payments to Consultant. In addition, neither this Agreement nor any interest herein may be transferred, assigned, conveyed, hypothecated, or encumbered voluntarily or by operation of law, whether for the benefit of creditors or otherwise, without the prior written consent of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Consultant, taking all transfers into account on a cumulative basis. In the event of any such unapproved transfer, including any bankruptcy proceeding, this Agreement shall be void. No approved transfer shall release Consultant or any surety of Consultant from any liability hereunder without the express written consent of City.

4.4 Independent Contractor.

4.4.1 The legal relationship between the Parties is that of an independent contractor; nothing herein shall be deemed to make Consultant a City employee. During the performance of this Agreement, Consultant and its officers, employees, and agents shall act in an independent capacity and shall not act as City officers or employees. Consultant will determine the means, methods and details of performing the Project Services subject to the requirements of this Agreement. The personnel performing the Project Services on behalf of Consultant shall at all times be under Consultant's exclusive direction and control. Neither City nor any of its officials, officers, employees, agents or volunteers shall have control over the conduct of Consultant or any of its officers, employees, or agents, except as set forth in this Agreement. Consultant, its officers, employees or agents, shall not maintain a permanent office or fixed business location at City's offices. City shall have no voice in the selection, discharge, supervision, or control of Consultant's officers, employees, or agents or in fixing their number, compensation, or hours of service. Consultant shall pay all wages, salaries, and other amounts due its employees in connection with the performance of Project Services and shall be responsible for all reports and obligations respecting them, including but not limited to social security income tax withholding, unemployment compensation, workers' compensation, and other similar matters. City shall not in any way or for any purpose be deemed to be a partner of Consultant in its business or otherwise a joint venturer or a member of any joint enterprise with Consultant.

4.4.2 Consultant shall not incur or have the power to incur any debt, obligation, or liability against City, or bind City in any manner.

4.4.3 No City benefits shall be available to Consultant, its officers, employees, representatives, agents, subconsultants or subcontractors in connection with the performance of any Project Services. Except for professional fees paid to Consultant as provided for in this Agreement, City shall not pay salaries, wages, or other compensation to Consultant for the performance of any Project Services. City shall not be liable for compensation or indemnification to Consultant, its officers, employees, representatives, agents, subconsultants or subcontractors, for injury or sickness arising out of the performance of any Project Services. If for any reason any

court or governmental agency determines that the City has financial obligations, other than pursuant to Section 2 herein, of any nature relating to salary, taxes, or benefits of Consultant's officers, employees, representatives, agents, or subconsultants or subcontractors, Consultant shall defend, indemnify, and hold harmless City from and against all such financial obligations.

4.5 PERS Eligibility Indemnification.

4.5.1 In the event that Consultant or any officer, employee, representative, agent, subconsultant or subcontractor of Consultant providing any Project Services claims or is determined by a court of competent jurisdiction or the California Public Employee Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Consultant shall indemnify, defend, and hold harmless City against (1) all such claims and determinations, (2) for the payment of any employee and/or employer contributions for PERS benefits on behalf of Consultant or its officers, employees, representatives, agents, subconsultants or subcontractors, and (3) the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of the City.

4.5.2 Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Consultant and any of its officers, employees, representatives, agents, subconsultants or subcontractors providing any Project Services shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

5. INSURANCE

5.1 Compliance with Insurance Requirements. Consultant shall obtain, maintain, and keep in full force and effect during the term of this Agreement, at its sole cost and expense, and in a form and content satisfactory to City, all insurance required under this section. Consultant shall not commence any Project Services unless and until it has provided evidence satisfactory to City that it has secured all insurance required under this section. If Consultant's existing insurance policies do not meet the insurance requirements set forth herein, Consultant agrees to amend, supplement or endorse the policies to do so.

5.2 Types of Insurance Required. As a condition precedent to the effectiveness of this Agreement, and without limiting the indemnity provisions set forth in this Agreement, Consultant shall obtain and maintain in full force and effect during the term of this Agreement, including any extension thereof, the following policies of insurance:

5.2.1 Commercial General Liability Insurance. Consultant shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Commercial General Liability Insurance (CGL). Coverage shall be at least as broad as ISO Form CG 00 01 written on a per occurrence basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits of no less than One Million Dollars (\$1,000,000.00) per occurrence and Two Million Dollars (\$2,000,000.00) in the general aggregate.

The policy shall not contain any endorsements or provisions limiting coverage for (1) contractual liability, (2) cross liability exclusion for claims or suits by one insured against another, or (3) contain any other exclusion contrary to the Agreement.

5.2.2 Automobile Liability Insurance. Consultant shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Automobile Liability Insurance. Coverage shall be at least as broad as ISO Form CA 00 01 written on a per occurrence basis, covering Code 1 (any auto), or if the Consultant has no owned autos, Code 8 (hired) and Code 9 (non-owned), with limits of no less than One Million Dollars (\$1,000,000.00) for each occurrence covering bodily injury and property damage.

5.2.3 Workers' Compensation Insurance. Consultant shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Workers' Compensation Insurance in at least the minimum statutory amounts, and in compliance with all other statutory requirements, as required by the State of California. Consultant agrees to waive and obtain endorsements from its workers' compensation insurer waiving all subrogation rights under its workers' compensation insurance policy against the City, its officials, officers, employees, agents and volunteers, and to require each of its subconsultants and subcontractors, if any, to do likewise under their workers' compensation insurance policies. Consultant shall also obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Employer's Liability Insurance written on a per occurrence basis with limits of at least One Million Dollars (\$1,000,000.00) per accident for bodily injury or disease. Notwithstanding the foregoing, Consultant shall not be required to procure either Worker's Compensation Insurance or Employer's Liability Insurance if Consultant provides written verification to the City that Consultant does not have any employees.

5.3 Acceptability of Insurers. Insurance required by this section shall be issued by a licensed company authorized to transact business in the state by the Department of Insurance for the State of California with a current rating of A-:VII or better (if an admitted carrier), or a current rating of A:X or better (if offered by a non-admitted insurer listed on the State of California List of Approved Surplus Lines Insurers (LASLI)), by the latest edition of A.M. Best's Key Rating Guide, except that the City will accept workers' compensation insurance from the State Compensation Fund. In the event the City determines that the work or Project Services to be performed under this Agreement creates an increased or decreased risk of loss to the City, the Consultant agrees that the minimum limits of the insurance policies may be changed accordingly upon receipt of written notice from the City. Consultant shall immediately substitute any insurer whose A.M. Best rating drops below the levels specified herein.

5.4 Specific Insurance Provisions and Endorsements. Required insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to the City for written approval. Required insurance policies shall contain the following provisions, or Consultant shall provide endorsements on forms approved by the City to add the following provisions to the insurance policies:

5.4.1 CGL and Auto Liability Endorsements. The policy or policies of insurance required by this section for CGL and Automobile Liability Insurance shall be endorsed as follows:

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

5.4.1.1.1 Additional Insured Endorsements. Additional insured endorsements shall not (1) be restricted to “ongoing operations”, (2) exclude “contractual liability”, (3) restrict coverage to “sole” liability of Consultant, or (4) contain any other exclusions contrary to the Agreement; and, the coverage shall contain no special limitations on the scope of protection afforded to additional insureds.

5.4.1.2 Primary and Non-Contributing Insurance. Each CGL and Automobile Liability Insurance policy shall be endorsed to be primary, and any other insurance, deductible, or self-insurance maintained by the City, its officials, officers, employees, agents or volunteers, shall not contribute with this primary insurance.

5.4.1.3 Waiver of Subrogation. Each CGL and Automobile Liability Insurance policy shall contain or be endorsed to waive subrogation against the City, its officials, officers, employees, agents and volunteers, or shall specifically allow Consultant or others providing insurance evidence in compliance with the requirements set forth in this section to waive their right to recovery prior to a loss. Consultant hereby agrees to waive its own right of recovery against the City, its officials, officers, employees, agents and volunteers, and Consultant hereby agrees to require similar written express waivers and insurance clauses from each of its subconsultants or subcontractors.

5.4.2 Notice of Cancellation. Each policy of any type shall be endorsed to provide that coverage shall not be suspended, voided, cancelled, or modified, or reduced in coverage or in limits, except after thirty (30) calendar days prior written notice has been provided to the City. Notwithstanding the foregoing, if coverage is to be suspended, voided, or cancelled because of Consultant’s failure to pay the insurance premium, the notice provided by the insurer to City shall be by not less than ten (10) calendar days prior written notice. (A statement that notice will be provided "in accordance with the policy terms" or words to that effect is inadequate to meet the requirements of this section.)

5.5 Deductibles and Self-Insured Retentions. Any deductible or self-insured retention must be approved in writing by the City in advance. The decision whether to approve or withhold approval of a deductible or self-insured retention shall be made by the City in the City's sole and absolute discretion.

5.6 Evidence of Coverage. Concurrently with the execution of the Agreement, Consultant shall deliver certificates of insurance together with original endorsements affecting each of the insurance policies required by this section. Consultant shall promptly furnish, at City’s request, copies of actual policies including all declaration pages, endorsements, exclusions and any other policy documents City may require to verify coverage.

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

5.6.2 Authorized Signatures. The certificates of insurance and original endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf.

5.6.3 Renewal/Replacement Policies. At least fifteen (15) calendar days prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the City. If such coverage is cancelled or reduced and not replaced immediately so as to avoid a lapse in the required coverage, Consultant shall, within ten (10) calendar days after receipt of written notice of such cancellation or reduction of coverage, file with the City evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies meeting all requirements of this Agreement.

5.7 Requirements Not Limiting. Requirement of specific coverage or minimum limits contained in this section are not intended as a limitation on coverage, limits, or other requirements, or a waiver of any coverage normally provided by any insurance. Nothing in this section shall be construed as limiting in any way the indemnification provision contained in this Agreement, or the extent to which Consultant may be held responsible for payments of damages to persons or property.

5.8 Enforcement of Agreement (Non-Estoppel). Consultant acknowledges and agrees that actual or alleged failure on the part of the City to inform Consultant of any non-compliance with any of the insurance requirements set forth in this section imposes no additional obligation on the City nor does it waive any rights hereunder.

5.9 Insurance for Subconsultants. Consultant shall either: (1) include all subconsultants or subcontractors engaged in the performance of Project Services on behalf of Consultant as additional named insureds under the Consultant's insurance policies; or (2) Consultant shall be responsible for causing its subconsultants or subcontractors to procure and maintain the appropriate insurance in compliance with the terms of the insurance requirements set forth in this section, including adding the City, its officials, officers, employees, agents and volunteers, as additional insureds to their respective policies. Consultant shall not allow any subconsultant or subcontractor to commence any work or services relating to this Agreement unless and until it has provided evidence satisfactory to City that the subconsultant or subcontractor has secured all insurance required under this section.

5.10 Other Insurance Requirements. The following terms and conditions shall apply to the insurance policies required of Consultant and its subconsultants and subcontractors, if any, pursuant to this Agreement:

5.10.1 Consultant shall provide immediate written notice to City if (1) any of the insurance policies required herein are terminated, cancelled or suspended, (2) the limits of any of

the insurance coverages required herein are reduced, or (3) the deductible or self-insured retention is increased.

5.10.2 All insurance coverage and limits provided by Consultant and available or applicable to this Agreement are intended to apply to each insured, including additional insureds, against whom a claim is made or suit is brought to the full extent of the policies. Nothing contained in this Agreement or any other agreement relating to the City or its operations shall limit the application of such insurance coverage.

5.10.3 None of the insurance coverages required herein will be in compliance with the requirements of this section if they include any limiting endorsement which substantially impairs the coverages set forth herein (e.g., elimination of contractual liability or reduction of discovery period), unless the endorsement has first been submitted to the City and approved in writing.

5.10.4 Certificates of insurance will not be accepted in lieu of required endorsements, and submittal of certificates without required endorsements may delay commencement of the Project. It is Consultant's obligation to ensure timely compliance with all insurance submittal requirements as provided herein.

5.10.5 Consultant agrees to ensure that subconsultants and subcontractors, if any, and any other parties involved with the Project who are brought onto or involved in the Project by Consultant, provide the same minimum insurance coverage required of Consultant. Consultant agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Consultant agrees that upon request, all agreements with subcontractors and others engaged in the provision of Project Services will be submitted to the City for review.

5.10.6 Consultant agrees to provide immediate written notice to City of any claim, demand or loss against Consultant arising out of the work or Services performed under this Agreement and for any other claim, demand or loss which may reduce the insurance available to pay claims, demands or losses arising out of this Agreement.

6. INDEMNIFICATION

To the fullest extent permitted by law, Consultant shall defend (at Consultant's sole cost and expense with legal counsel reasonably acceptable to City), indemnify and hold the City, its officials, officers, employees, agents and volunteers, free and harmless from any and all claims, demands, orders, causes of action, costs, expenses, liabilities, losses, penalties, judgments, arbitration awards, settlements, damages or injuries of any kind, in law or in equity, including but not limited to property or persons, including wrongful death, (collectively "Claims") in any manner arising out of, pertaining to, related to, or incident to any alleged acts, errors or omissions, or willful misconduct of Consultant, its officers, directors, employees, subconsultants, subcontractors, agents or invitees in connection with performance under this Agreement, or in any manner arising out of, pertaining to, related to, or incident to an alleged breach of this Agreement, including without limitation the payment of all consequential damages, expert witness fees and

attorneys' fees and other related costs and expenses.

Notwithstanding the foregoing, and only to the extent that the Project Services performed by Consultant are subject to California Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant.

Under no circumstances shall the insurance requirements and limits set forth in this Agreement be construed to limit Consultant's indemnification obligation or other liability hereunder. Notwithstanding the foregoing, such obligation to defend, hold harmless and indemnify the City, its officials, officers, employees, agents and volunteers, shall not apply to the extent that such Claims are caused by the sole negligence or willful misconduct of that indemnified party.

7. REPORTS AND RECORDS

7.1 Records. Consultant shall keep complete, accurate, and detailed accounts of all time, costs, expenses, and expenditures pertaining in any way to this Agreement. Consultant shall keep such books and records as shall be necessary to properly perform the Project Services required by this Agreement and to enable the Contract Officer to evaluate the performance of such Project Services. The Contract Officer shall have full and free access to such books and records at all reasonable times, including the right to inspect, copy, audit, and make records and transcripts from such records.

7.2 Reports. Consultant shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the Project Services as the Contract Officer shall require.

7.3 Ownership of Documents. All drawings, specifications, reports, records, documents, memoranda, correspondence, computations, and other materials prepared by Consultant, its employees, subconsultants, subcontractors and agents in the performance of this Agreement shall be the property of City and shall be promptly delivered to City upon request of the Contract Officer or upon the termination of this Agreement, and Consultant shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership of the documents and materials hereunder. Consultant may retain copies of such documents for its own use. Consultant shall have an unrestricted right to use the concepts embodied therein. Consultant shall ensure that all of its subconsultants and subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Consultant fails to secure such assignment, Consultant shall indemnify City for all damages resulting therefrom.

7.4 Release of Documents. Except to the extent otherwise required by law, no drawing, specification, report, record, document, or other material prepared by Consultant, its employees, subconsultants, subcontractors and agents in the performance of Project Services shall not be released publicly without the prior written approval of the Contract Officer.

8. ENFORCEMENT OF AGREEMENT

8.1 California Law and Venue. This Agreement shall be construed and interpreted both as to validity and as to performance of the Parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim, or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Orange, State of California, or any other appropriate court in such County, and Consultant covenants and agrees to submit to the personal jurisdiction of such court in the event of such action.

8.2 Waiver. No delay or omission in the exercise of any right or remedy of a non-defaulting Party on any default shall impair such right or remedy or be construed as a waiver. No consent or approval of City shall be deemed to waive or render unnecessary City's consent to or approval of any subsequent act of Consultant. Any waiver by either Party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

8.3 Rights and Remedies Cumulative. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the Parties are cumulative and the exercise by either Party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other Party.

8.4 Legal Action. In addition to any other rights or remedies, either Party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement.

8.5 Termination Prior to Expiration of Term. City reserves the right to terminate this Agreement, at any time, with or without cause, upon thirty (30) calendar days written notice to Consultant, except that where the continuation of services would constitute a danger to health, safety or general welfare, the period of notice shall be such shorter time as may be appropriate. Upon receipt of the notice of termination, Consultant shall immediately cease all Project Services, except as may be specifically approved by the Contract Officer. Consultant shall be entitled to compensation for all Project Services rendered prior to receipt of the notice of termination and for any Project Services authorized by the Contract Officer thereafter.

8.6 Termination for Default of Consultant.

8.6.1 Consultant's failure to comply with any provision of this Agreement shall constitute a default.

8.6.2 If the Contract Officer determines that Consultant is in default in the performance of any of the terms or conditions of this Agreement, he/she shall notify Consultant in writing of such default. If such default is capable of being cured, Consultant shall have ten (10) calendar days, or such longer period as City may designate, to cure the default by rendering satisfactory performance. In the event Consultant fails to cure its default within such period of

time, or if such default is not capable of being cured, City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice of any remedy to which City may be entitled at law, in equity, or under this Agreement. Consultant shall be liable for any and all reasonable costs incurred by City as a result of such default. Compliance with the provisions of this section shall not constitute a waiver of any City right to take legal action in the event that the dispute is not cured, provided that nothing herein shall limit City's right to terminate this Agreement without cause pursuant to Section 8.5.

8.6.3 If termination is due to the failure of Consultant to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 8.6.2, take over the Project Services and prosecute the same to completion by contract or otherwise, and Consultant shall be liable to the extent that the total direct and indirect costs for completion of the Project Services required hereunder exceeds the Maximum Contract Amount, and City may withhold any payments to Consultant for the purpose of set-off toward the cost of completion of the Project Services. The withholding or failure to withhold payments to Consultant shall not limit Consultant's liability for completion of the Project Services as provided herein.

8.7 Attorneys' Fees. In the event any dispute between the Parties with respect to this Agreement results in litigation or any non-judicial proceeding, the prevailing Party shall be entitled, in addition to such other relief as may be granted, to recover from the non-prevailing Party all reasonable costs and expenses, including but not limited to reasonable attorneys' fees, expert witness fees, court costs and all fees, costs, and expenses incurred in any appeal or in collection of any judgment entered in such proceeding. To the extent authorized by law, in the event of a dismissal by the plaintiff or petitioner of the litigation or non-judicial proceeding within thirty (30) calendar days of the date set for trial or hearing, the other Party shall be deemed to be the prevailing Party in such litigation or proceeding. For purposes of this section, "Reasonable attorney fees" shall be calculated by multiplying the actual number of hours reasonably expended by the attorney(s) handling the dispute on behalf of the prevailing Party by the hourly rate actually paid by the prevailing Party, but in no case shall the hourly rate exceed Two Hundred and Fifty Dollars (\$250.00) per hour.

9. CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

9.1 Non-liability of City Officers and Employees. No officer or employee of the City shall be personally liable to the Consultant, or any successor-in-interest, in the event of any default or breach by the City or for any amount which may become due to the Consultant or to its successor, or for breach of any obligation of the terms of this Agreement.

9.2 Covenant Against Discrimination. Consultant covenants that, by and for itself, its heirs, executors, assigns, subcontractors, subconsultants and all persons claiming under or through them, that there shall be no discrimination or segregation in the performance of or in connection with this Agreement regarding any person or group of persons on account of race, disability, medical condition, color, creed, religion, sex, sexual orientation, marital status, age, national origin, or ancestry. Consultant shall take affirmative action to insure that applicants and employees are treated without regard to their race, disability, medical condition, color, creed, religion, sex, sexual orientation, marital status, national origin, or ancestry.

10. MISCELLANEOUS PROVISIONS

10.1 Confidentiality. Information obtained by Consultant in the performance of this Agreement shall be treated as strictly confidential and shall not be used by Consultant for any purpose other than the performance of this Agreement without the written consent of the Contract Officer.

10.2 Patent and Copyright Infringement.

10.2.1 To the fullest extent permitted by law, and in lieu of any other warranty by City or Consultant against patent or copyright infringement, statutory or otherwise, it is agreed that Consultant shall defend at its expense any claim or suit against City on account of any allegation that any item furnished under this Agreement, or the normal use or sale thereof arising out of the performance of this Agreement, infringes upon any presently existing U.S. letters patent or copyright and Consultant shall pay all costs and damages finally awarded in any such suit or claim, provided that Consultant is promptly notified in writing of the suit or claim and given authority, information and assistance at Consultant's expense for the defense of same, and provided such suit or claim arises out of, pertains to, or is related to the alleged negligence, recklessness or willful misconduct of Consultant. However, Consultant will not indemnify City if the suit or claim results from City's alteration of a deliverable where such alteration created the infringement upon any presently existing U.S. letters patent or copyright.

10.2.2 Consultant shall have sole control of the defense of any such claim or suit and all negotiations for settlement thereof, Consultant shall not be obligated to indemnify City under any settlement made without Consultant's consent or in the event City fails to cooperate in the defense of any suit or claim, provided, however, that such defense shall be at Consultant's expense. If the use or sale of such item is enjoined as a result of the suit or claim, Consultant, at no expense to City, shall obtain for City the right to use and sell the item, or shall substitute an equivalent item acceptable to City and extend this patent and copyright indemnity thereto.

10.3 Notices. Any notice, demand, request, consent, approval, or communication either Party desires or is required to give to the other Party or any other person shall be in writing and either served personally during normal hours of operation of the Party receiving the notice, or sent by pre-paid, first-class mail to the address set forth below. Either Party may change its address by notifying the other Party of the change of address in writing. Notice shall be deemed communicated on the day personally served, or two (2) business days from the date of mailing if mailed as provided in this section. Additionally, notices by email will be considered legal notice if such communications include the following text in the Subject field: FORMAL LEGAL NOTICE – Fuscoe Engineering, Inc.

To City:

Chet Simmons, City Manager
City of Los Alamitos
3191 Katella Ave.
Los Alamitos, CA 90720
csimmons@cityoflosalamitos.org

With copy to:

Michael S. Daudt, City Attorney
Woodruff, Spradlin & Smart
555 Anton Blvd., Suite 1200
Costa Mesa, CA 92626
mdaudt@wss-law.com

To Consultant:

Ian Adam
Principal-in-Charge
16795 Von Karman Suite 100
Irvine CA 92606
iadam@fuscoe.com

10.4 Entire Agreement; Amendments in Writing. This Agreement constitutes the entire agreement between the Parties and is intended as an integrated agreement, superseding all prior negotiations, arrangements, agreements, representations, and understandings, if any, made by or among the Parties with respect to the subject matter hereof. No amendments or other modifications of this Agreement shall be binding unless executed in writing by both Parties hereto, or their respective successors, assigns, or grantees.

10.5 Severability. In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement, which shall be interpreted to carry out the intent of the Parties hereunder.

10.6 Successors in Interest. This Agreement shall be binding upon and inure to the benefit of the Parties' successors and assignees.

10.7 Third Party Beneficiary. Except as expressly provided herein, nothing contained in this Agreement is intended to confer, nor shall this Agreement be construed as conferring, any rights, including, without limitation, any rights as a third-party beneficiary or otherwise, upon any entity or person not a party hereto.

10.8 Recitals. The above-stated Recitals are hereby incorporated into the Agreement as though fully set forth herein and each Party acknowledges and agrees that such Party is bound, for purposes of this Agreement, by the same.

10.9 Prevailing Wages. Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., (“Prevailing Wage Laws”). Consultant agrees to fully comply with all applicable federal and state labor laws (including, without limitation, if applicable, the Prevailing Wage Laws). It is agreed by the Parties that, in connection with the work or Project Services provided pursuant to this Agreement, Consultant shall bear all risks of payment or non-payment of prevailing wages under California law, and Consultant hereby agrees to defend, indemnify, and hold the City, its officials, officers, employees, agents and volunteers, free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. The foregoing indemnity shall survive termination of this Agreement.

10.0 Corporate Authority. Each of the undersigned represents and warrants that (i) the Party for which he/she is executing this Agreement is duly authorized and existing, (ii) he/she is duly authorized to execute and deliver this Agreement on behalf of the Party for which he/she is signing, (iii) by so executing this Agreement, the Party for which he/she is signing is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other agreement to which the Party for which he/she is signing is bound.

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, the Parties have executed and entered into this Agreement as of the date first written above.

“City”

City of Los Alamitos

By: _____

Mark A. Chirco
Mayor

APPROVED AS TO FORM.

Woodruff, Spradlin & Smart, APC

ATTEST:

By: _____

Michael S. Daudt
City Attorney

By: _____

Windmera Quintanar, MMC
City Clerk

“Consultant”

Fuscoe Engineering, Inc.

By: _____

Ian Adam
Principal-in-Charge

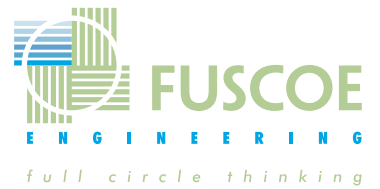
By: _____

Howard Wen
Senior Project Manager

EXHIBIT “A”

CONSULTANT’S PROPOSAL/ SCOPE OF SERVICES

DATED: May 4, 2021



PROPOSAL TO PROVIDE

CONSULTING SERVICES FOR ANNUAL PEA REPORT PREPARATION

FOR CITY OF LOS ALAMITOS



FUSCOE ENGINEERING, INC.

Key Contact: Stephanie Castle Zinn, MSCE, MURP
16795 Von Karman, Suite 100, Irvine, CA 92606
949.474.1960 tel / scastlezinn@fuscoe.com
www.fuscoe.com



Irvine
San Diego
Ontario
Los Angeles

May 4, 2021

CITY OF LOS ALAMITOS

Ron Noda, Acting Deputy City Manager
3191 Katella Avenue
Los Alamitos, CA 90720

RE: CONSULTING SERVICES FOR THE ANNUAL PREPARATION OF THE CITY'S PEA REPORT

Dear Ron,

The Fuscoe Engineering, Inc. (FEI) team is excited for the opportunity to provide City of Los Alamitos with Annual PEA Report Preparation Consulting Services. FEI brings a solid, reliable and innovative team of professionals with a reputation for high-caliber stormwater/water quality solutions and engineering design. Fuscoe has the Experience, Technical Expertise, and Reliability to fully meet the City's Annual PEA Report Preparation needs.

1. Experience, History, Philosophy & Capabilities

Fuscoe Engineering has provided Civil Engineering and Survey/Mapping Services for local, State and Federal Agencies since 1992. Also, recognizing the need for municipal stormwater management, for the past 20 years, Fuscoe has assisted Cities, Agencies and Schools with their PEA Reports and NPDES/SWPPP Stormwater Programs, acting as a trusted advisor by providing effective stormwater management strategies.

Our Civil, Survey/Mapping and Stormwater Management teams have long worked collaboratively and synergistically to ensure all clients benefit from Fuscoe's full circle thinking® project approach. Each of our Key Team Leaders, listed below, oversees a team of personnel dedicated to providing their respective services:

KEY TEAM LEADERS	YEARS OF EXPERIENCE
Ian Adam, Principal-In-Charge	20
Howard Wen, Senior Project Manager, SWPPP/NPDES Programs Leader	17
Stephanie Castle Zinn, Project Manager, Water Resources Leader - KEY CONTACT	12

Our Stormwater Management team fully understands the State, County and Regional Water Quality Control Boards' permit requirements, interpretations and expectations. We have recent and relevant experience interacting with the Regional Boards through audits, negotiations and permit feedback. We have provided services for Agencies of all sizes and know there is no one-size fits all approach. We work with staff at all levels to understand their needs, in order to provide the optimal strategies to achieve compliance. Our team members are highly skilled, with years of PEA Report and SWPPP/NPDES consulting experience.

full circle thinking®

2. Technical Expertise

Fusco Engineering is technology-forward and has unique tools and resources which are more efficient for meeting permit objectives. We have the technical background and expertise to ensure that the City of Los Alamitos' Annual PEA Reports are in compliance with MS4 Stormwater Permit requirements. Understanding the importance of data management in Stormwater Programs, Fuscoe has spent the past several years developing heavily customized inspection software to improve upon the inventory, scheduling, inspection and annual reporting processes. Additionally, Fuscoe has provided GIS support to several Agencies for utility networks, catch basin inventories, commercial/industrial facilities and trash TMDL assessments (hot spot analysis by land use). We have developed such data management processes for the City of Los Alamitos in the past.

3. Reliability

Fusco Engineering offers an experienced team you can trust. We are reliable and have a demonstrated track record of performance. As well-respected civil engineers and scientists in the stormwater management field, we have built strong relationships with Regional Water Quality Control Board staff. Our firm has represented Agency staff during stormwater program audits, served as advisors during regulatory permit negotiations, and provided technical assistance during comment periods for NPDES permit renewals. This experience is indispensable for future Permit activities with Regional Board staff.

We are excited and prepared to provide our Annual PEA Report Consulting Services for the City of Los Alamitos.

Sincerely,

FUSCOE ENGINEERING, INC.



Ian Adam, MESM, CPSWQ, QSD
Principal-in-Charge



Howard Wen, MPH, CPSWQ, QSD/P
Senior Project Manager



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B - Company Data

B - FUSCOE ENGINEERING FIRM DATA

1. Official firm name and address

- ▶ FUSCOE ENGINEERING, INC. / 16795 Von Karman, Suite 100, Irvine CA 92606

2. Name, address, telephone number and email address of the Proposer's point of contact

- ▶ Stephanie Castle Zinn, MSCE, MURP
- ▶ 16795 Von Karman, Suite 100, Irvine CA 92606
- ▶ 949.474.1960
- ▶ scastlezinn@fuscoe.com

3. Indicate type of entity (corporation, company, joint venture, etc.).

- ▶ Fuscoe Engineering, Inc. is a California Corporation and ESOP (Employee Stock Ownership Plan) Firm.

4. Federal Employer I.D. Number

- ▶ 330531135

5. The address, telephone numbers, and fax numbers of each of your firm's locations

- ▶ 16795 Von Karman, Suite 100, Irvine CA 92606 / 949.474.1960 / 949.474.5315
- ▶ 6390 Greenwich Drive, Suite 170, San Diego CA 92122 / 858.554.1500 / 858.597.0335
- ▶ 2850 Inland Empire Blvd., Suite B, Ontario, CA 91764 / 909.581.0676 / 909.581.0696
- ▶ 800 Wilshire Blvd., Suite 1470, Los Angeles CA 90017 / 213.988.8802 / 213.988.8803

6. A detailed statement indicating whether Proposer is entirely or partially owned by another business organization or individual

- ▶ Fuscoe Engineering, Inc. is not owned by another business organization or individual.

7. Number of years Proposer has been in business under the present business name

- ▶ Fuscoe Engineering, Inc. was established September 9, 1992 - 28 years in business.

8. All comparable contracts currently in effect

- ▶ City of Brea NPDES Consulting Services
- ▶ City of Tustin NPDES Consulting Services
- ▶ City of Anaheim NPDES Consulting Services
- ▶ Del Mar Fairgrounds NPDES Consulting Services
- ▶ Orange County Fairgrounds NPDES Consulting Services

9. Please describe areas of specialization provided by the Proposer

- ▶ Civil Engineering
- ▶ Survey & Mapping
- ▶ Stormwater Management
 - City MS4 Program Consulting Services
 - Development of Watershed Improvement Plans
 - Assistance with Regional Board Audits and Enforcement
 - Stormwater Compliance Inspections
 - EIR Technical Analysis and Support
 - Low Impact Development Design
 - SWPPP Development and Compliance
- ▶ Geospatial Technology

10. Any failures or refusals to complete a contract and explanation

- ▶ Fuscoe Engineering, Inc. has no failures or refusals to complete a contract.

11. Financial interests in other lines of business

- ▶ Fuscoe Engineering, Inc. has no financial interests in other lines of business.

12. Known conflicts of interest

- ▶ Fuscoe Engineering, Inc. has no known conflicts of interest.



C - Proposal

- A - Letter of Introduction with Understanding of Scope
- B - Approach to Delivering the Scope of Services
- C - Brief Company Profile with Years in Business
- D - Location of Principal Office Responsible
- E - Description of Professional Qualifications of Personnel
- F - Per the City of Los Alamitos, Refer to Section D1
- G - Cost Proposal with Hourly Rates
- H - Other Information / Customer Service Philosophy
- I - Insurance Coverage Statement
- J - Quality Control & Assurance

A - INTRODUCTION & SCOPE UNDERSTANDING



Los Alamitos Race Course



City of Brea Civic & Cultural Center



Del Mar Fairgrounds Infield Water Quality Project

Introduction & Understanding of Scope of Services

Fusco Engineering, Inc. is a full-service civil engineering firm that employs an eco-adaptive® approach to our work. Our firm strives to create places and spaces that connect to the environment and the watersheds where they reside. In addition, FEI has specialized in stormwater management since 1996. In addition to evolving land development practices to address sustainability, low impact development, water conservation and water resources, FEI recognized that municipalities needed assistance in navigating NPDES policies and regulations for stormwater.

We have provided our expertise to help develop and implement Cities' Stormwater Programs, assisted in audits by the Regional Board, trained staff and performed stormwater compliance inspections, developed technical guidance documents for various City departments, prepared Annual Reports and performed Program Effectiveness Assessments. The Program Effectiveness Assessment services, in particular, has been an integral component of our consulting services to Cities for over 17 years. In fact, FEI has assisted the City of Los Alamitos with this for the past seven years.

Approach to Delivering the Scope of Services

Our Stormwater Team is comprised of professionals with a diverse background in environmental science and water resources, civil engineering, and technology. With these wide-ranging skill sets, FEI takes a holistic approach to solving problems, which we've termed full circle thinking®. Our approach is grounded in science and we leverage the technologies at our disposal, such as GIS, machine learning (artificial intelligence), and development of web-based applications, to help our clients. For the City of Los Alamitos, this would be no different. This approach is the reason why we've developed a good reputation with the Regional Board and why our assistance to the Cities in audits and annual reports have been successful and well-received.

Over the past 7 years in preparing the PEA for the City of Los Alamitos, we feel that we have developed a strong relationship with City staff and a process that has proven to be efficient and collaborative. Soon after the fiscal year is concluded, FEI staff meets with City staff to outline the

B - APPROACH TO DELIVERING SCOPE



Orange County Fairgrounds by night

schedule and milestones for preparing the PEA. FEI then works with each staff member on their specific data requests to ensure the information is accurate and complete. The data is then analyzed by FEI with all previous years to determine geospatial and temporal trends. Visual representation of data is an effective tool for evaluating stormwater programs. These trends are then discussed with City staff to determine whether stormwater program elements need adjustment to iteratively improve the program. Recommendations are provided by FEI for City consideration prior to the finalization of the PEA.

C - COMPANY PROFILE & D - OFFICE LOCATION



FUSCOE ENGINEERING PROFILE

Fuscoe Engineering, Inc. is an award-winning firm specializing in civil engineering, survey & mapping, stormwater management, sustainable site design and geospatial technology services. Our team has delivered creative, practical and successful designs for agencies and clients in many cities across Southern California. Our project bandwidth spans public stormwater improvement projects, streets, parks, flood control and utilities, as well as commercial, retail, mixed-use, residential and industrial developments.

FUSCOE FACTS

A California Corporation | An Employee Owned Company
Founded in 1992
170 Employees | 57 Licensed Professionals
www.fuscoe.com

FUSCOE KEY CONTACT & OFFICE LOCATION

Stephanie Castle Zinn, MSCE, MURP, Project Manager, Water Resources
16795 Von Karman Ave., Suite 100, Irvine, CA 92606
949.474.1960 tel | 949.474.5315 fax
scastlezinn@fuscoe.com

LOCATIONS

Irvine | Los Angeles | San Diego | Ontario

Our firm approaches every assignment with full circle thinking® — our way of bringing alert, inventive and complete thoughtfulness to projects. We consider the entire life-cycle of our work so the outcome is sustainable, environmentally as well as economically. Fuscoe offers these premier services:

CIVIL ENGINEERING

- Entitlements & Feasibility
- Grading & Drainage, Sewer & Water Infrastructure
- Flood Control & Urban Hydrology
- Roadways, Parking & Trails
- Municipal Infrastructure

SURVEY & MAPPING

- Boundary & Topographic Surveys
- Construction Layout
- ALTA Surveys
- Subdivision Maps

STORMWATER MANAGEMENT

- Water Quality Assurance
- Continuous Simulation Modeling & Hydromod Evaluation
- Riverine Stability/Urban Creek Restoration
- MS4 Compliance & Municipal Consulting Services
- LID BMP Integration and Runoff Reduction
- EIR Technical Studies, Grant Evaluations & Funding Acquisition
- SWPPP Development and Compliance

SUSTAINABLE SITE DESIGN

- Eco-adaptive® Design
- LEED Project Planning & Design, Sustainable Best Practices
- Renewable Energy Support
- "Green Streets" Design & Integration

GIS & TECHNOLOGY

- GIS Analysis & Databases
- Web Solutions
- 3D Visualization & Virtual Reality
- UAV Drone Optical Capture
- BIM & IPD

E - PROFESSIONAL QUALIFICATIONS OF PERSONNEL

Fusco Engineering has assembled a highly experienced, reliable and innovative team of professionals with extensive and relevant project expertise to partner with the City of Los Alamitos for the preparation of its Annual PEA Report. **Howard Wen, MPH, CPSWQ, QSD/P** will be the Senior Project Manager and **Stephanie Castle Zinn, Project Manager Water Resources, will serve as the Key Contact**. Below is a recap of the Team Leaders' qualifications and role, with a bulleted list of relevant projects. For additional details regarding key team members, please see resumes.

NAME / ROLE / CERTIFICATIONS

BACKGROUND AND EXPERIENCE



Howard Wen,
MPH, CPSWQ, QSD/P
Senior Project Manager
MPH, Master of Public Health in
Environmental Health Sciences,
UC Los Angeles
CPSWQ, Certified Professional in
Stormwater Quality
QSD/P, Qualified SWPPP Developer/
Practitioner

Howard has 16 years of experience in developing, implementing and innovating stormwater programs. He serves as the head of Fusco's SWPPP Monitoring Team that inspects construction sites for NPDES compliance for storm and non-storm water discharges. Howard's services help mitigate downstream impacts to creeks, rivers, or public drainage facilities, and he provides on-site resolution for Regional Board inspections. His expertise also includes NPDES stormwater and Phase II MS4 consultation, including stormwater program administration, technical support for RWQCB audits, WQMP/LID plan checking and MS4 inspection services.

Howard's relevant projects include:

- SEED LA Charter Boarding School SWPPP Programs, Los Angeles
- Diamond Bar Development SWPPP Programs, Diamond Bar
- Cielo Vista SWPPP Programs, Yorba Linda
- Rose Hills Master Plan SWPPP Programs, Whittier
- Orange County Fairgrounds Phase II MS4 Permit Support, Costa Mesa
- NPDES Programs, Cities of Anaheim, Tustin, Brea & Yorba Linda
- OC Fairgrounds Master Drainage Plan & TMDL Compliance
- Rancho Mission Viejo Riding Park, San Juan Capistrano



Stephanie Castle Zinn,
MSCE, MURP
KEY CONTACT
Project Manager, Water Resources
MS, Civil Engineering and
MS, Urban & Regional Planning
UC Irvine

Stephanie will serve as the City's Key Contact and Project Manager, Water Resources, responsible for technical feasibility studies, water reuse evaluations, consensus building and agency collaboration. Stephanie's work involves NPDES MS4 Permit requirements, EIR Technical Reports, infrastructure analysis, water quality plan checks, staff training, audit support (RWQCB oversight), GIS management, regional BMP planning and evaluation, credit trading program and BMP inspections.

Stephanie's relevant projects include:

- City of Anaheim Stormwater Support Services
- Del Mar Fairgrounds Stormwater Improvement Projects
- City of Long Beach, SEASP (South East Area Specific Plan)
- City of Westminster General Plan Update
- City of Lake Forest Clean Water Act Lawsuit Technical Support
- City of Los Alamitos PEA Services



EDUCATION

- ▶ MPH, Master of Public Health in Environmental Health Sciences, University of California, Los Angeles, School of Public Health, 2001
- ▶ BS, Microbiology and Molecular Genetics, University of California, Los Angeles, 1998, Specialization in Business and Administration

REGISTRATIONS/CERTIFICATIONS

- ▶ Certified Professional in Stormwater Quality (CPSWQ)
- ▶ Qualified SWPPP Developer/Practitioner (QSD/P)

FEI TEAM MEMBER SINCE 2002

HOWARD WEN, MPH, CPSWQ, QSD/P

ROLE: Senior Project Manager

Howard has 16 years of experience in developing, implementing and innovating stormwater programs. He has offered his expertise in NPDES stormwater policies and regulations as a consultant to the Cities of Yorba Linda, Brea, Los Alamitos, Tustin and Anaheim, as well as Phase II MS4 permittees, such as Del Mar Fairgrounds and OC Fair & Event Center. Roles with these permittees include stormwater program administration, technical support for RWQCB audits, WQMP/LID plan checking and MS4 inspection services, among others. Howard and his team have completed hundreds of MS4 inspections for construction sites, commercial and industrial facilities as well as LID and BMP operations and maintenance inspections for Cities. He has led the development of database and GIS management tools to record and track MS4 compliance inspections for Cities; electronic inspection forms for use with hand-held devices; and analytical tools to assess program effectiveness in improving stormwater quality. As a QSD, Howard also serves as the head of the Stormwater Pollution Prevention Plan (SWPPP) Monitoring Team that inspects construction sites for NPDES compliance for storm and non-storm water discharges. The team's services help mitigate and abate downstream impacts to creeks, rivers, or public drainage facilities, specifically in terms of erosion and water quality. The team also provides on-site resolution for Regional Board inspections and notices of violations for private developers and public agencies.

Howard has prepared Municipal Stormwater Program Annual Reports for over 15 years and has developed processes to analyze spatial and temporal data collected by Cities to evaluate trends in program compliance and water quality improvement. Cities can, therefore, feel confident that the iterative improvements made to their Stormwater Programs are grounded by the results of their inspection, monitoring, maintenance and enforcement activities. Howard has assisted the Cities of Tustin, Brea, Los Alamitos and Lake Forest in evaluating Trash Amendment TMDL Track 1 impacts through GIS, to identify where full trash capture systems would need to be installed. This has allowed these Cities to financially plan for compliance with this Statewide TMDL.



EDUCATION

- ▶ MS, Civil Engineering, University of California, Irvine
UC Center for Hydrologic Modeling Graduate Fellow
- ▶ MS, Urban and Regional Planning, University of California, Irvine
Concentration: Water Resource Research, Policy & Management
UC Center for Hydrologic Modeling Graduate Fellow
- ▶ BS, Earth System Science, University of California, Irvine
Concentration: Sustainability, Remote Sensing & Terrestrial Hydrology

PUBLICATIONS

- ▶ Groundwater Depletion During Drought Threatens Future Water Security of the Colorado River Basin (Geophysical Research Letters, 2014)
- ▶ Remote Detection of Water Management Impacts on Evapotranspiration in the Colorado River Basin (Geophysical Research Letters, 2016)

PRESENTATIONS/OTHER

- ▶ Quantifying Water Storage Changes in the Colorado River Basin Using Satellite Observations, Modeled Results and In Situ Data (Thesis)
- ▶ California Water Resources During Drought, for Sen. Boxer's flight with President Obama to the Central Valley (PowerPoint)
- ▶ Quantifying Changes in Accessible Water in the Colorado River Basin, at American Geophysical Union in San Francisco (Oral Presentation)
- ▶ Last Call at the Oasis documentary film (Computer Graphics)

AWARDS

- ▶ 2013 Don Owen Water Science & Policy Fellowship Recipient
- ▶ 2012 OC Association of Environmental Professionals Scholarship

AFFILIATIONS

- ▶ Urban Land Institute

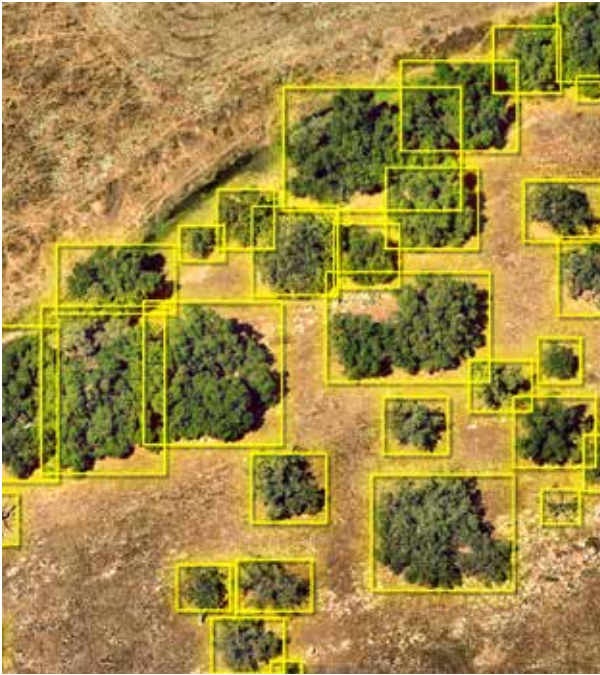
FEI TEAM MEMBER SINCE 2014

STEPHANIE CASTLE ZINN, MSCE, MURP

ROLE: Water Resources Project Manager & KEY CONTACT

Stephanie's stated career objective is to be an expert contributor to resolving the challenges confronting California's water resource management. Stephanie brings impeccable scientific and professional qualifications to her work at Fuscoe, including her work as a Data Specialist at the UC Center for Hydrologic Modeling at UC Irvine, where she studied the impacts of drought on surface and groundwater resources in the Western U.S. In addition to her academic credentials, she has published scientific articles; participated in presentations for politicians in DC and Sacramento, the Pentagon, and the American Geophysical Union; has been a guest lecturer at the International Space University in Austria; participated in World Water Week discussions in Sweden; and conducted various forums and workshops in New York and California for teachers, water researchers and political stakeholders.

As a Fuscoe Project Manager with a focus on water resources, Stephanie ably applies her research, skills and knowledge to real-world projects. Stephanie's role at Fuscoe Engineering entails advancing Fuscoe's water resources sector by designing sustainable, multi-benefit low impact development project solutions that improve local and regional water quality and increase water supplies. She provides feasibility analyses for the implementation of water conservation features, including rain water harvesting and grey water reuse, for all projects. Stephanie also manages the preparation of EIR technical reports, including infrastructure analysis and water supply assessments for CEQA compliance. Stephanie is equally passionate about applying leading edge technology to Fuscoe projects by utilizing the firm's FAA registered UAV Drones as well as its Artificial Intelligence and machine learning capabilities, to help promote smart cities for her municipal clients. Stephanie's enthusiasm for her work and genuine concern for California's water resources are qualities that greatly contribute to the success and effectiveness of Fuscoe's well-respected stormwater management team.



EDUCATION

- ▶ BS, Computer Science
University of California, Irvine

REGISTRATIONS/CERTIFICATIONS

- ▶ Drone Pilot License #4395223
- ▶ Python
- ▶ JavaScript
- ▶ C/C++/C#

TAYLOR HANSON

TITLE Data Science Technician | OFFICE Irvine, CA

Taylor earned his Bachelor of Science degree at University of California Irvine and serves as a Data Science Technician on the Geospatial Technology Team. Taylor brings a unique cross section of skills in Artificial Intelligence, GIS software and web programming to Fuscoe Engineering. He specializes in the computer vision field of artificial intelligence, using object detection, segmentation and classification. Taylor is a valuable resource to Fuscoe and provides software solutions to complex problems, saving time and money.

Taylor's significant projects include Loma Segment Widening Project 241 Toll Road for the Transportation Corridor Agency, 15/91 Corona Interchange UAV Construction Monitoring for Myers-Rados for Caltrans, Anaheim Stormwater Program, AI Street Trash detection for City of Anaheim, and AI Pavement Inventory for Various Cities as well as for Bucknam Infrastructure Group for City of Orange. His project assignments have also included 3D Laser Scanning for Barrington Plaza in Los Angeles for Barrington Pacific, LLC, Hoag Hospital AI Parking Study for LPA, Inc. for Hoag Hospital Irvine, Seaworld 2020 Rollercoaster Drone Construction Monitoring for Level 10 Construction for Seaworld San Diego, 23,000-acre UAV Tree Mapping Analysis in Escondido for Rancho Guejito Corporation, and Construction Monitoring of The Groves Master Plan in Whittier for Brookfield Residential, among many others.

FEI TEAM MEMBER SINCE 2018



EDUCATION

- BS, Environmental Engineering
University of California, Irvine

REGISTRATIONS/CERTIFICATIONS

- EIT (Engineer-in-Training)



SERENA AUSILI, EIT

TITLE Associate Stormwater Engineer | OFFICE Irvine, CA

Serena's enthusiasm and drive to achieve is evident in the quality of her work. She is a dedicated Fuscoe Stormwater Management team member, known for her meticulous attention to detail and responsiveness to client needs. Serena's work focus includes Environmental Compliance Plans, SWPPPs and WQMPs, and she is highly proficient in AutoCAD, MATLAB and SketchUp.

In the past year at Fuscoe Engineering, Serena has applied her skills to over 60 assignments for projects throughout Southern California. She has provided a variety of services, including Environmental Compliance Plans for dozens of Costco Wholesale sites, Stormwater Program Implementation for Del Mar Fairgrounds, Stormwater Program Support Services for City of Anaheim Public Works Department, WQMPs and SWPPPs for Sunrise of Oceanside, Legacy Square Affordable Housing in Santa Ana and Cielo Vista single-family homes in Yorba Linda, NPDES Services for City of Brea, Water Quality Assessments for Ontario Great Park, and a Master WQMP Update and SWPPP Amendment for the Samueli Academy gymnasium and soccerfield in Santa Ana.

FEI TEAM MEMBER SINCE 2020

G - COST PROPOSAL & HOURLY RATES

G - COST PROPOSAL

Scope: Prepare the City of Los Alamitos Annual Report and Program Effectiveness Assessment for the City's stormwater program. To ensure for an efficient process and robust deliverable, FEI will work closely with City staff and consultants to maintain all necessary documentation, databases, exhibits, and other materials to complete all required Section 1-12 elements. The coordination process will include a kickoff meeting with a schedule, ongoing communication with City staff and their consultants, enhanced forms for City staff/consultants to fill out to expedite the process, and 1-2 periodic milestone check-in meetings to ensure all information has been shared and is accurate. FEI will perform data analysis and the effectiveness assessment and share any remarkable stormwater data trends with the City. FEI will also suggest any identified improvements for the subsequent year with the City for discussion and potential incorporation into the final Annual Report documentation. FEI will complete the Unified Report Tables, Annual Report documents and create GIS exhibits for ultimate submittal to the County of Orange and Santa Ana Regional Water Quality Control Board.

Fee: \$15,000

G -HOURLY RATES

CLASSIFICATION	HOURLY RATE
Principal / Senior Project Manager	\$230
Project Manager	\$198
Senior Designer / Project Engineer / Senior Water Resource Engineer	\$178
Designer / Engineer / Project Scientist / GIS Analyst	\$159
CADD / Engineering / Environmental Technician / Graphics Technician	\$129
Information Coordinator	\$ 90
1-Man Survey Crew	\$206
2-Man Survey Crew	\$299
3-Man Survey Crew	\$412

1. Reproduction and other reimbursable expenses (such as overnight deliveries, mileage, permits, and licenses, etc.) and client approved subcontractor services will be billed in addition to the above rates, with a 10% handling surcharge.

2. This rate schedule is subject to change due to the granting of wage increases and/or other employer benefits to field or office employees during the lifetime of this agreement.

3. Overtime is available for critical deadlines at 1-1/2 times the normal rates for office employees. Surveyors' rates are also adjusted automatically for overtime or holiday/weekend work in agreement with the Operating Engineers Union.

Effective through June 30, 2021

H - SPECIAL SERVICES & PHILOSOPHY and I - INSURANCE STATEMENT

H - Other Information for consideration: Fuscoe's full circle thinking® Philosophy

Fuscoe Engineering, Inc. is an award-winning civil engineering firm specializing in land development and municipal projects. Since 1992, we've delivered creative, practical and successful designs for best-in-class clientele throughout California, and internationally.

Our firm approaches every assignment with full circle thinking® — our way of bringing alert, inventive and complete thoughtfulness to engineering. We consider the entire life-cycle of our work so the outcome is sustainable both environmentally, as well as economically. We also strive to integrate our results with the entire consulting team looking out for benefits to each discipline so the results exceed the sum of its parts. We believe that creativity is discovering new ways to connect what you've experienced to what you already know — adding value and cutting time or costs along the way. To this end we collect, organize and leverage valuable know-how from every employee and every project for our clients.

Our project bandwidth spans commercial, retail, mixed-use, residential, higher education and industrial developments, as well as public streets, parks, flood control and utilities. Our firm has a high talent density with nearly half being registered or certified professionals including LEED® accreditation.

Guided by full circle thinking®, we are able to attract, keep and grow outstanding people while maintaining longstanding relationships with our clients and community. Our reputation is excellent and is the earned perception of how well we execute our work. It's our character that reflects who we really are — capable professionals who care about our team, our clients and our community.

I - Insurance Coverage Statement

Fuscoe Engineering, Inc. confirms that if selected, the firm will have and maintain, at minimum, insurance as specified in the Consultant Services Agreement included in Section F of this RFP. Fuscoe Engineering, Inc. confirms that it can meet the City's insurance requirements and will provide proof of coverage at the time of contract execution.



D - References & Qualification Requirements

1 - Five Client References

2 - General Business Statement

3 - Financial Statement

4 - Credit References

5 - Work History

1 - CLIENT REFERENCES

I - Fuscoe's Relevant Client References



TOM OLIVER

Associate Planner

CITY OF LOS ALAMITOS

3191 Katella Avenue, Los Alamitos CA 90720

562.431.3538 ext. 303 / toliver@cityoflosalamitos.org



BRIAN INGALLINERA

Environmental Services Coordinator

CITY OF BREA

1 Civic Center Circle, Brea, CA 92821

714.990.7760 / briani@ci.brea.ca.us



ALEX WAITE

Senior Management Analyst

CITY OF TUSTIN

300 Centennial Way, Tustin, CA 92780

714.573.3305 / awaite@tustinca.org



KEITH LINKER

Principal Civil Engineer

CITY OF ANAHEIM PUBLIC WORKS DEPARTMENT

200 S. Anaheim Blvd., Suite 276, Anaheim, CA 92805

714.765.4141 / klinker@anaheim.net



DUSTIN FULLER

Senior Environmental Planner

22nd DISTRICT AGRICULTURAL ASSOC. (Del Mar Fairgrounds)

2260 Jimmy Durante Blvd., Del Mar, CA 92014

858.792.4212 / dfuller@sdfair.com



JERRY ELDRIDGE

Director of Facilities

32nd DISTRICT AGRICULTURAL ASSOC. (Orange County Fairgrounds)

88 Fair Drive, Costa Mesa, CA 92626

714.474.5983 / jeldridge@ocfair.com

PLEASE SEE THE FOLLOWING PAGES FOR PROJECT DETAILS ...



view of tustin from skyline drive ▲

CITY OF TUSTIN NPDES STORMWATER PROGRAM

LOCATION Tustin, CA | CLIENT City of Tustin

Located within the San Diego Creek Watershed, one of only two watersheds within Orange County with established TMDLs, the City of Tustin employed Fuscoe's Stormwater Management Division to assist and advise with the City's demanding Stormwater Program. Fuscoe primarily plays an administrative oversight role to the City, helping make management decisions on water quality issues the City faces on a daily basis, including coordinating efforts for county-wide watershed management plan initiatives and stakeholder participation in TMDL development and implementation, as well as contributing to the Nitrogen and Selenium Management Program for the Newport Bay Watershed.

The Fuscoe staff coordinate Stormwater NPDES Program activities to ensure program compliance, while the City's proactive staff carries out the day-to-day activities. Key activities include facilitating the City's Stormwater Program Annual Reporting to the Regional Water Quality Control Board, formalizing the City's Water Quality Management Plan review and approval process, ensuring facility stormwater inspections are performed, coordinating public education and outreach efforts, and incorporating programmatic changes into the City's Local Implementation Plan.

STATUS Ongoing

CONTACT Alex Waite | 714.573.3305



map of watershed that runs out to newport beach ▲ san diego water creek at alton pkwy ▼





artic, an intermodal transit center in anaheim ▲



disneyland entrance ▲ angel stadium of anaheim ▼



CITY OF ANAHEIM NPDES STORMWATER PROGRAMS

LOCATION Anaheim, CA | CLIENT City of Anaheim

Since 2013, Fuscoe Engineering has provided NPDES support services, including WQMP Plan Checking, for the City of Anaheim. FEI's ongoing tasks with the City include refining the City's WQMP Checklist to address specific City needs, coordinating infiltration BMP approvals with Orange County Water District, and providing technical assistance to the project applicant. FEI also assists with the tracking of the BMP credit exchange program for the Disneyland Resort, as well as advising the City's own regional BMP credit banking program for CIPs.

FEI has also worked with various City staff in performing an independent audit of the City's Stormwater Program to identify areas to improve efficiencies in inter-departmental coordination and staff core competencies. These efficiencies included developing forms, checklists and protocols to improve the City's LIP implementation. FEI also provides technical assistance with special stormwater studies. As a result, FEI led the efforts in refining drywell design guidelines, which has benefited not only the City, but all Orange County Permittees. FEI continues to provide its technical expertise to the City to solve unique and challenging issues with its Stormwater Programs.

STATUS Ongoing since 2013

CONTACT Keith Linker | 714.765.4141



view of del mar fair ▲



horses at del mar ▲ aerial of del mar fairgrounds ▼



DEL MAR FAIRGROUNDS

► Phase 2 Small MS4 Stormwater Management Plan

LOCATION Del Mar, CA | CLIENT 22nd District Agricultural Association

Prior to 2011, Del Mar Fairgrounds operated under the Statewide General Industrial Stormwater Permit as a Confined Animal Feeding Operations (CAFO). But with the issuance of the Phase 2 Small MS4 stormwater regulations in 2003, it became clear that the Fairgrounds property was considered a Non-Traditional Phase 2 Small MS4 rather than an Industrial Facility. In 2008, Fuscoe, with the support of the 22nd DAA staff, approached the San Diego Regional Board to apply for Phase 2 Small MS4 Permit coverage for the entire Fairgrounds property with the limited CAFO areas of the Fairgrounds remaining under General Industrial Permit coverage. The Regional Board agreed and FEI subsequently developed a Stormwater Management Plan (SWMP) in 2011. To this day, FEI continues to serve as the Fairground's storm water consultant in implementing its SWMP. Highlights of the SWMP include:

- ✓ Preservation of non-CAFO area designations through technical negotiations with Regional Board staff
- ✓ Public outreach and education to vendors and concessionaires, including modification of contracts for protection of water quality
- ✓ Reduction in storm water diversions to the sewer system through backstretch and race track infrastructure improvements
- ✓ Participation in the San Dieguito River Watershed Management Area Water Quality Improvement Plan (WQIP) and on-site urban runoff monitoring
- ✓ A Bacteria Reduction Plan for future WQIP and TMDL compliance
- ✓ Permittee Operations BMPs to protect water quality of runoff going into the San Dieguito River

STATUS Ongoing

CONTACT Dustin Fuller | 858.792.4212

full circle thinking®

City of Los Alamitos Annual PEA Report Consulting Services RFP page 19



aerial of del mar fairgrounds ▲

PHASE II MS4 TRASH PROVISIONS COMPLIANCE

LOCATION/CLIENT Del Mar Fairgrounds, CA - 22nd District Agricultural Association
OC Fair & Event Center, CA - 32nd District Agricultural Association

Since 2017, Fuscoe Engineering has provided Trash Provision Compliance services to the Del Mar Fairgrounds (DMF) and the Orange County Fair & Event Center (OCFEC). Upon receiving 13383 Orders from the State Water Resources Control Board, Del Mar Fairgrounds and OC Fair & Event Center looked to Fuscoe for guidance, as we have been assisting with their NPDES Stormwater Programs for years. Through the use of GIS and facility inventory data, FEI identified equivalent Priority Land Uses (PLUs) within each property and catch basins receiving drainage from these PLUs. Furthermore, a thorough review of existing and planned treatment control BMPs was performed to determine if any BMPs qualified as full or partial capture systems. For those catch basins remaining without full capture BMPs, Fuscoe provided specifications for FCS BMPs that best fit the drainage and catch basin inlet configuration. The resultant GIS Map for Trash Provision Compliance has been submitted to the State Board and both Permittees are currently installing BMPs to meet full implementation of the plan.

STATUS Ongoing

CONTACT Dustin Fuller, Del Mar Fairgrounds, 858.792.4272
Jerry Eldridge, OC Fair & Event Center, 714.474.5983

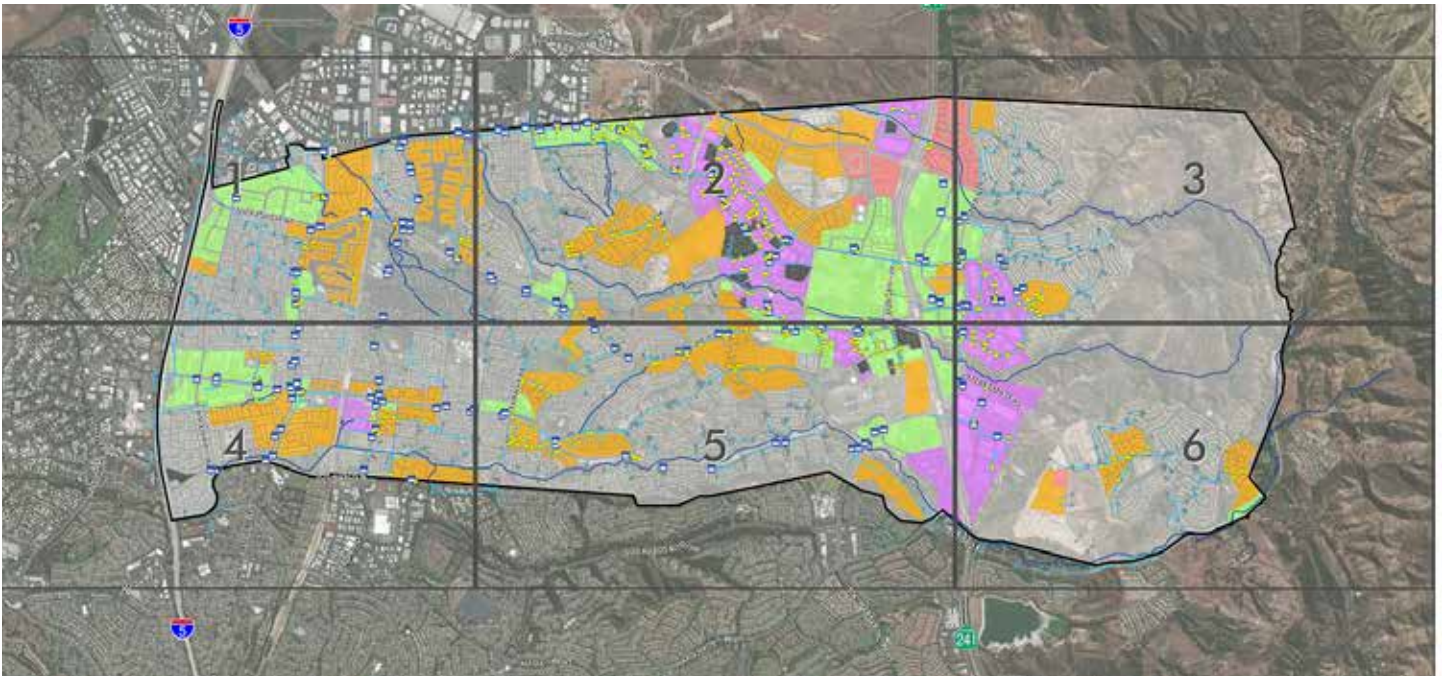


oc fair and event center trash provisions jurisdictional map ▲ del mar fairgrounds trash provisions jurisdictional map ▼



orange county fairgrounds and event center aerial ▼





city of lake forest trash provisions exhibit ▲

TRASH PROVISIONS TRACK 1 COMPLIANCE

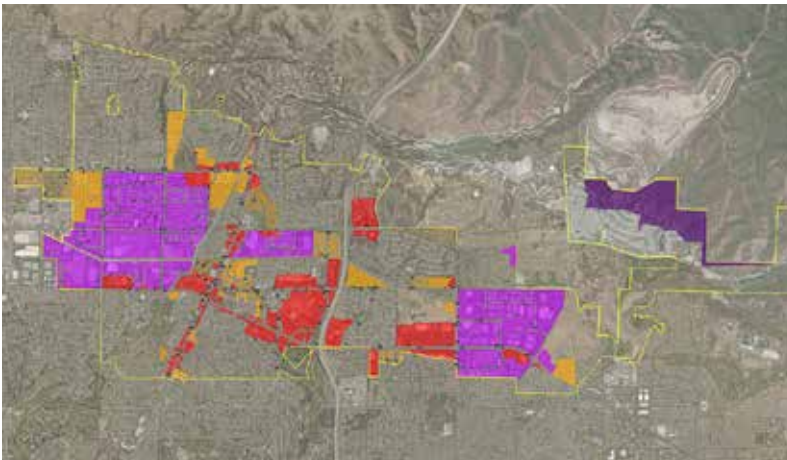
LOCATION/CLIENT Cities of Tustin, Brea, Los Alamitos & Lake Forest, CA

Since 2016, Fuscoe has assisted the Cities of Tustin, Brea, Los Alamitos, and Lake Forest with the Statewide Trash Provisions. Through knowledge gained from FEI's long-standing NPDES services within Orange County and its participation in the Trash Provisions Sub-Committee, it was determined early on that the Track 1 compliance pathway was best suited for these Cities. The following description outlines the general methodology for developing Track Compliance maps for each Permittee. Priority Land Uses (PLUs) were identified using GIS and refined through field investigations. Catch basins requiring full capture systems (FCS) were initially identified by proximity to PLUs and later verified using digital elevation model (DEM) data to delineate drainages to each catch basin. The City's catch basin atlas, where available, was used to identify catch basins that are already fitted with FCS BMPs. As a result, a comprehensive Track 1 Compliance map was developed that will help each City meet 100% full capture implementation.

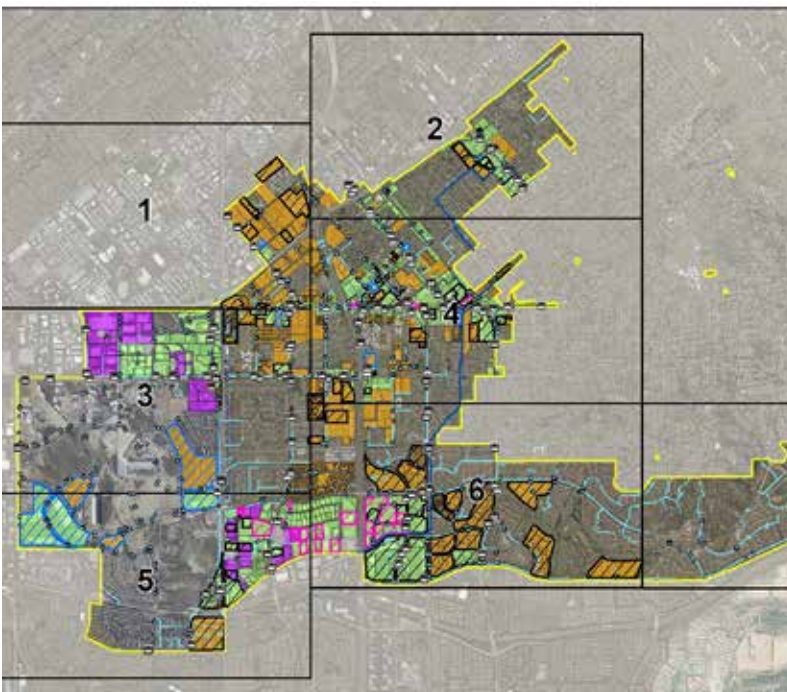
Currently, Fuscoe Engineering is developing Artificial Intelligence (AI) technology for conducting On Land Visual Trash Assessments (OVTAs) and has engaged the State Water Resources Control Board on its application. By leveraging innovation and technology, permittees will be able to perform OVTAs more efficiently and effectively, while reducing staff time conducting the surveys.

STATUS Ongoing

CONTACT Alex Waite, Tustin | 714.573.3305
 Brian Ingallinera, Brea | 714.990.7672
 Devin Slaven, Lake Forest | 949.631.0308
 Steve Mendoza, Los Alamitos (now at Santa Ana) | 714.647.5360
 Tom Oliver, Los Alamitos | 562.431.3538



city of brea trash amendment assessment ▲ city of tustin trash amendment assessment ▼



2 - BUSINESS STATEMENT

2 - General Business Statement

Fusco Engineering, Inc. confirms that it exceeds the required minimum of two consecutive years of recent experience in the provision of the specified services at similar size facilities and areas with similar services levels as those required for this Contract - please refer to Section D1 Client References. Fusco Engineering, Inc. also confirms that the Project Manager and Key Contact, Stephanie Castle Zinn, MSCE, MURP also possesses this experience.

3 - FINANCIAL STATEMENT

Fuscoe Engineering, Inc. Balance Sheets

	December 31,	
	2020	2019
ASSETS		
CURRENT ASSETS		
Cash and cash equivalents	\$ 12,878,728	\$ 7,485,245
Accounts receivable, net	7,732,989	8,581,634
Contract assets	983,303	1,138,480
Prepaid expenses and other current assets	906,227	441,949
Income tax receivable	344,732	25,186
Total current assets	22,845,979	17,672,494
PROPERTY AND EQUIPMENT, net	595,100	901,475
CASH SURRENDER VALUE OF LIFE INSURANCE	838,146	769,850
DEPOSITS	89,507	92,263
Total assets	\$ 24,368,732	\$ 19,436,082
LIABILITIES AND STOCKHOLDERS' EQUITY		
CURRENT LIABILITIES		
Accounts payable	\$ 431,289	\$ 658,445
Accrued liabilities	2,915,648	2,891,650
Current portion of capital lease obligations	126,133	156,405
Current portion of the term loans	2,000,000	2,200,000
Current portion of Paycheck Protection Program loan	1,755,491	-
Contract liabilities	49,263	72,929
Warrant liabilities	620,326	-
State tax payable	55,588	-
Total current liabilities	7,953,738	5,979,429
DEFERRED INCOME TAX LIABILITY, net	1,594,856	1,531,843
CAPITAL LEASE OBLIGATIONS, net of current portion	71,248	197,049
TERM LOANS, net of current portion	3,666,667	3,300,000
ESOP SUBORDINATED SELLER NOTE, net of debt discount	-	1,844,070
PAYCHECK PROTECTION PROGRAM LOAN, net of current portion	1,755,491	-
STOCK APPRECIATION RIGHTS	1,626,457	683,193
WARRANT LIABILITIES	-	680,896
Total liabilities	16,668,457	14,216,480
STOCKHOLDERS' EQUITY		
Common stock, no par value, 2,000,000 shares authorized; 1,479,900 shares issued and outstanding	-	-
Additional paid-in capital	148,281	33,922
Unearned ESOP shares	(8,255,964)	(9,249,098)
Retained earnings	15,807,958	14,434,778
Total stockholders' equity	7,700,275	5,219,602
Total liabilities and stockholders' equity	\$ 24,368,732	\$ 19,436,082

3 - FINANCIAL STATEMENT

Fuscoe Engineering, Inc. Statements of Income

	Years Ended December 31,	
	2020	2019
REVENUES	\$ 32,726,458	\$ 34,715,975
COST OF REVENUES	12,312,730	13,596,447
Gross profit	20,413,728	21,119,528
OPERATING EXPENSES		
Salaries and wages	7,930,636	7,983,351
General and administrative	7,472,174	7,865,791
Depreciation and amortization	435,932	505,295
Total operating expenses	15,838,742	16,354,437
INCOME FROM OPERATIONS BEFORE ESOP COMPENSATION EXPENSE, CHANGE IN FAIR MARKET VALUE OF WARRANTS, AND STOCK APPRECIATION RIGHTS EXPENSE	4,574,986	4,765,091
ESOP COMPENSATION EXPENSE	1,107,493	945,838
CHANGE IN FAIR MARKET VALUE OF WARRANT LIABILITIES	264,430	197,943
STOCK APPRECIATION RIGHTS EXPENSE	943,264	475,001
INCOME FROM OPERATIONS	2,259,799	3,146,309
OTHER (INCOME) EXPENSE		
Interest expense	453,161	427,604
Other income, net	(138,512)	(99,058)
Total other expense, net	314,649	328,546
INCOME BEFORE INCOME TAX PROVISION	1,945,150	2,817,763
INCOME TAX PROVISION	571,970	151,128
NET INCOME	\$ 1,373,180	\$ 2,666,635

4 - CREDIT REFERENCES & 5 - WORK HISTORY

4 - Five Credit References

Below are five Fuscoe Engineering Credit References:

ALLEN INSTRUMENTS & SUPPLIES

Lori Dickens

2940 E. La Palma Avenue, Suite F

Anaheim CA 92806

480.994.1306

ONNI 600 WILSHIRE LIMITED PARTNERSHIP

Amanda Garlak

Commercial Property Manager

600 Wilshire Blvd., Suite 204

Los Angeles CA 90017

213.627.5626

BRE PROPERTIES

Catherine Zembik

5141 California, Suite 250

Irvine, CA 92617

949.954.5755

TOTAL SOURCE OFFICEWORKS

Accounts Receivable Department

625 W. Katella Avenue

Orange CA 92867

714.633.2420

QUICK DISPENSE, INC.

Accounts Receivable Department

2700 Kimball Avenue

Pomona CA 91767

909.625.3700

5 - Work History Statement

Fuscoe Engineering, Inc. confirms that it had no contracts which were canceled or not renewed within the last three years.



www.fuscoe.com

IRVINE | SAN DIEGO | ONTARIO | LOS ANGELES

City of Los Alamitos

CITY COUNCIL AGENDA REPORT

MEETING DATE: June 21, 2021

ITEM NUMBER: 10E

To: Mayor Mark A. Chirco & Members of the City Council

Presented By: Ron Noda, Acting Deputy City Manager

Subject: Award of Professional Services Agreement (PSA) with Crosstown Electrical & Data Inc. for Citywide Traffic Signal Maintenance Services

SUMMARY

On May 19, 2021, staff received and reviewed responses to the City's Request for Proposals (RFP) 2021-06 for citywide Traffic Signal Maintenance Services.

RECOMMENDATION

Award the bid for RFP 2021-06 and authorize the Mayor to execute the Professional Services Agreement with Crosstown Electrical & Data Inc., for Traffic Signal Maintenance Services in an amount not to exceed \$1,228.50 per month for a term of two years, ending on June 21, 2023, unless extended by mutual agreement.

BACKGROUND

The City is responsible for the maintenance and operation of 21 signalized traffic intersections. This electrical infrastructure system must be maintained in a safe and efficient manner to ensure the proper operation of the City's transportation system. On occasion, emergency repairs are needed and the contract includes services for emergency repairs.

The City's current contract with Crosstown Electrical & Data, Inc. is set to expire on June 30, 2021.

DISCUSSION

On April 26, 2021, RFP 2021-06 was released, as well as advertised in the newspaper on April 28, 2021 and May 5, 2021.

From the four bids received, it was determined by Staff that the lowest responsible bid submitted was from Crosstown Electrical & Data Inc., with a total bid amount of \$1,228.50 (monthly). Additional fees would be incurred for any emergency traffic signal maintenance services requested. The bid results identifying the cost for monthly preventative maintenance are provided below:

COMPANY	MONTHLY BID AMOUNT (PREVENTATIVE MAINTENANCE)
Crosstown Electrical & Data, Inc.	\$1,228.50
St. Francis Electric, LLC	\$1,260.00
Siemens Mobility, Inc.	\$1,428.00
Bear Electrical Solutions	\$1,470.00

This agreement proposes an initial term of two-years with three (3) possible – 1 year extensions by mutual agreement.

FISCAL IMPACT

The per year contract cost is \$14,750 with a total two year agreement cost of \$29,500. Funding for this contracted service is included in FY 2021-2022 Development Services Budget - Account No. 10.542.5294

Submitted by: Ron Noda, Acting Deputy City Manager

Fiscal Impact Reviewed by: Craig Koehler, Interim Finance Director

Approved by: Chet Simmons, City Manager

*Attachments: 1. Professional Services Agreement with Crosstown Electrical & Data, Inc.
2. RFP 2021-06 Traffic Signal Maintenance Services – Bid Breakdown
3. Bid Submitted by Crosstown Electrical & Data, Inc. dated May 19, 2021*

TRAFFIC SIGNAL MAINTENANCE SERVICES AGREEMENT
[City of Los Alamitos & Crosstown Electrical & Data, Inc.]

THIS AGREEMENT FOR TRAFFIC SIGNAL MAINTENANCE SERVICES (“Agreement”) is made and entered into, to be effective this 21st day of June 2021 (“Effective Date”), by and between the CITY OF LOS ALAMITOS, a California charter city and municipal corporation, (“City”) and Crosstown Electrical & Data Inc., a California Corporation, (“Contractor”). City and Contractor are sometimes hereinafter individually referred to as “Party” and are hereinafter collectively referred to as the “Parties.”

RECITALS

A. City has determined that it requires the services of a qualified contractor to provide traffic signal maintenance services for all signalized traffic signals citywide.

B. In response to City’s formal Request for Proposals No. 2021-06 (RFP), dated April 19, 2021, Contractor has submitted to City a written proposal, dated May 19, 2021 to provide the desired traffic signal maintenance services.

D. City desires to engage Contractor to provide such traffic signal maintenance services subject to the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the promises and mutual obligations, covenants, and conditions contained herein, and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

AGREEMENT

1. SERVICES OF CONTRACTOR

1.1 Scope of Services and Standard of Performance. Contractor shall provide those services set forth in the Traffic Signal Maintenance Proposal, dated May 19, 2021, attached hereto as Exhibit “A” (“Scope of Services” and/or “Project Services”). Contractor shall provide the Project Services in compliance with all terms and conditions of this Agreement. Contractor warrants that all Project Services shall be performed in a skillful, competent, professional and satisfactory manner in accordance with all standards prevalent in the same profession in the State of California. Contractor represents and warrants that it and all employees, subconsultants and subcontractors providing any services pursuant to this Agreement shall have sufficient skill and experience to perform the Project Services. All Project Services shall be completed to the reasonable satisfaction of City.

1.1.1 Contract Documents. This Agreement shall consist of the following: (1) the main body of this Agreement; (2) RFP No. 2021-06, dated April 19, 2021; and (3) Contractor’s Proposal, Exhibit “A”. Should any conflict or inconsistency exist in the Contract Documents, the conflict or inconsistency shall be resolved by applying the provisions in the highest priority

document, which shall be determined in the following order of priority: (1st) the main body of this Agreement; (2nd) the RFP, and (3rd) Contractor's Proposal.

1.2 Compliance with Law. All Project Services shall be provided in accordance with all laws, ordinances, resolutions, statutes, rules, and regulations of City and any federal, state or local governmental agency of competent jurisdiction. Contractor shall be liable for all violations of such laws, ordinances, resolutions, statutes, rules and regulations in connection with performance of the Project Services. If Contractor performs any Project Services in violation of such laws, ordinances, resolutions, statutes, rules or regulations, Contractor shall be solely responsible for all penalties and costs arising therefrom. Contractor shall defend, indemnify, and hold City, its officials, officers, employees, agents and volunteers, free and harmless from and against any claim or liability arising out of any failure or alleged failure to comply with such laws, ordinances, resolutions, statutes, rules or regulations.

1.3 Licenses and Permits. Prior to performing any Project Services, Contractor shall obtain all licenses, permits, qualifications, and approvals of whatever nature that are legally required to practice its profession and perform the Project Services. Contractor represents and warrants to City that Contractor shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement and any extension, any license, permit, qualification, or approval that is legally required for Contractor to perform the Project Services. Contractor shall have the sole obligation to pay for any fees, assessments, and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Contractor's performance of the Project Services, and shall defend, indemnify, and hold the City, its officials, officers, employees, agents and volunteers, free and harmless from and against any claim or liability arising out of any failure or alleged failure to obtain such license, permits, qualifications, and approvals of whatever nature that are legally required to practice its profession and perform the Project Services.

1.4 Familiarity with Work. By executing this Agreement, Contractor warrants that Contractor (a) has thoroughly investigated and considered the Project Services to be performed, (b) has carefully considered how the Project Services should be performed, and (c) fully understands the facilities, difficulties and restrictions attending performance of the Project Services under this Agreement.

1.5 Care in Performance of Project Services. Contractor shall adopt reasonable methods during the term of the Agreement to prevent losses or damage to materials, papers or other components of the Project Services, and shall be responsible for all such damages, to persons or property, until acceptance of the Project Services by the City, except such losses or damages as may be caused by City's own negligence.

1.6 Non-Exclusive Agreement. Contractor acknowledges that City may enter into agreements with other Contractors, contractors, consultants, or vendors for services similar to the services that are the subject of this Agreement. Contractor further acknowledges that City may have its own employees perform services similar to the services that are the subject of this Agreement.

2. COMPENSATION

2.1 Maximum Contract Amount. Contractor shall be compensated for the Project Services performed, including authorized reimbursements, if any, in accordance with the hourly rates and charges set forth in the Scope of Services in an amount not to exceed One Thousand, Two Hundred Twenty-Eight Dollars and Fifty Cents (\$1,228.50) monthly. The maximum amount of City's payment obligation under this Agreement is the amount specified in this section.

2.2 Method of Payment. In any month in which Contractor wishes to receive payment, Contractor shall no later than first working day of such month, submit to the City, in a form approved by the City Manager or his designee, an invoice for services rendered prior to the date of the invoice. Such requests shall be based upon the amount and value of the services performed by Contractor and accompanied by such reporting data including an itemized breakdown of all costs incurred and tasks performed during the period covered by the invoice, as may be required by the City. Within thirty (30) calendar days of receipt of invoice, City shall pay all undisputed amounts included on the invoice.

2.3 Changes in Scope. In the event any change or changes in the Scope of Services is requested by the City, the Parties shall execute a written amendment to this Agreement, signed by an individual authorized to formally bind the Party for which he/she is signing, setting forth with particularity all terms of such amendment, including, but not limited to, any additional professional fees. An amendment may be entered into: (a) to provide for revisions or modifications to documents or other work product when documents or other work product or work is required by the enactment or revision of law subsequent to the preparation of any documents, other work product, or work; and/or, (b) to provide for additional services not included in this Agreement or not customarily furnished in accordance with generally accepted practice in Contractor's profession.

2.4 Appropriations. This Agreement is subject to and contingent upon funds being appropriated therefore by the Los Alamitos City Council for each fiscal year covered by the term of this Agreement. If such appropriations are not made, this Agreement shall automatically terminate without penalty to the City.

3. SCHEDULE OF PERFORMANCE

3.1 Time of Essence. Time is of the essence in the performance of this Agreement. The time for completion of the Project Services to be performed by Contractor is an essential condition of this Agreement.

3.2 Schedule of Performance. Contractor shall prosecute regularly and diligently the Project Services according to the periods specified in the Scope of Services. When requested by Contractor, extensions of the time period(s) specified in the Scope of Services may be approved in writing by the Contract Officer; however, the City shall not be obligated to grant any such extension.

3.3 Force Majeure. The time for performance of the Project Services may be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Contractor (financial inability excepted), including, but not limited to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, and/or acts of any governmental agency, including the City, if Contractor, within ten (10) calendar days of the commencement of such delay, notifies the City Manager in writing of the causes of the delay. The City Manager shall ascertain the facts and the extent of delay, and extend the time for performing the Services for the period of the enforced delay when and if in the judgment of the City Manager such delay is justified. The City Manager's determination shall be final and conclusive upon the Parties to this Agreement. In no event shall Contractor be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused, Contractor's sole remedy being extension of the Agreement pursuant to this section.

3.4 Term. Unless earlier terminated as provided elsewhere in this Agreement, this Agreement shall commence upon the Effective Date and shall continue in full force and effect for a period of two (2) years, ending on June 21, 2023, unless extended by mutual written agreement of the Parties, for a maximum of three (3) additional 1-year contract extensions.

4. COORDINATION OF PROJECT SERVICES

4.1 Contractor's Representative. The following principal of Contractor is hereby designated as being the principal and representative of Contractor authorized to act on its behalf with respect to the Project Services and to make all decisions in connection therewith: _____. It is expressly understood that the experience, knowledge, education, capability, expertise, and reputation of the foregoing principal is a substantial inducement for City to enter into this Agreement. Therefore, the foregoing principal shall be responsible during the term of this Agreement for directing all activities of Contractor and devoting sufficient time to personally supervise the Project Services performed hereunder. The foregoing principal may not be changed by Contractor without prior written approval of the Contract Officer.

4.2 City's Contract Officer. The City's Contract Officer shall be such person as may be designated by the City Manager, and is subject to change by the City Manager. It shall be the Contractor's responsibility to ensure that the Contract Officer is kept fully informed of the progress of the performance of the Project Services, and the Contractor shall refer any decisions which must be made by City to the Contract Officer. Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the Contract Officer. The Contract Officer shall have authority to sign all documents on behalf of the City required hereunder to carry out the terms of this Agreement.

4.3 Prohibition Against Subcontracting or Assignments. The experience, knowledge, capability, expertise, and reputation of Contractor, its principals and employees, were a substantial inducement for City to enter into this Agreement. Therefore, Contractor shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, voluntarily or by operation of law, without the prior written consent of City. Contractor shall not contract with any other entity to perform the Project Services without prior written consent of City.

If Contractor is permitted by City to subcontract any part of this Agreement, Contractor shall be responsible to City for the acts and omissions of its subcontractor(s) in the same manner as it is for persons directly employed. Nothing contained in this Agreement shall create any contractual relationships between any subcontractor and City. All persons engaged in the performance of Project Services will be considered employees of Contractor. City will deal directly with and will make all payments to Contractor. In addition, neither this Agreement nor any interest herein may be transferred, assigned, conveyed, hypothecated, or encumbered voluntarily or by operation of law, whether for the benefit of creditors or otherwise, without the prior written consent of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Contractor, taking all transfers into account on a cumulative basis. In the event of any such unapproved transfer, including any bankruptcy proceeding, this Agreement shall be void. No approved transfer shall release Contractor or any surety of Contractor from any liability hereunder without the express written consent of City.

4.4 Independent Contractor.

4.4.1 The legal relationship between the Parties is that of an independent contractor; nothing herein shall be deemed to make Contractor a City employee. During the performance of this Agreement, Contractor and its officers, employees, and agents shall act in an independent capacity and shall not act as City officers or employees. Contractor will determine the means, methods and details of performing the Project Services subject to the requirements of this Agreement. The personnel performing the Project Services on behalf of Contractor shall at all times be under Contractor's exclusive direction and control. Neither City nor any of its officials, officers, employees, agents or volunteers shall have control over the conduct of Contractor or any of its officers, employees, or agents, except as set forth in this Agreement. Contractor, its officers, employees or agents, shall not maintain a permanent office or fixed business location at City's offices. City shall have no voice in the selection, discharge, supervision, or control of Contractor's officers, employees, or agents or in fixing their number, compensation, or hours of service. Contractor shall pay all wages, salaries, and other amounts due its employees in connection with the performance of Project Services and shall be responsible for all reports and obligations respecting them, including but not limited to social security income tax withholding, unemployment compensation, workers' compensation, and other similar matters. City shall not in any way or for any purpose be deemed to be a partner of Contractor in its business or otherwise a joint venturer or a member of any joint enterprise with Contractor.

4.4.2 Contractor shall not incur or have the power to incur any debt, obligation, or liability against City, or bind City in any manner.

4.4.3 No City benefits shall be available to Contractor, its officers, employees, representatives, agents, subconsultants or subcontractors in connection with the performance of any Project Services. Except for fees paid to Contractor as provided for in this Agreement, City shall not pay salaries, wages, or other compensation to Contractor for the performance of any Project Services. City shall not be liable for compensation or indemnification to Contractor, its officers, employees, representatives, agents, subconsultants or subcontractors, for injury or sickness arising out of the performance of any Project Services. If for any reason any court or

governmental agency determines that the City has financial obligations, other than pursuant to Section 2 herein, of any nature relating to salary, taxes, or benefits of Contractor's officers, employees, representatives, agents, or subconsultants or subcontractors, Contractor shall defend, indemnify, and hold harmless City from and against all such financial obligations.

4.5 PERS Eligibility Indemnification.

4.5.1 In the event that Contractor or any officer, employee, representative, agent, subconsultant or subcontractor of Contractor providing any Project Services claims or is determined by a court of competent jurisdiction or the California Public Employee Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Contractor shall indemnify, defend, and hold harmless City against (1) all such claims and determinations, (2) for the payment of any employee and/or employer contributions for PERS benefits on behalf of Contractor or its officers, employees, representatives, agents, subconsultants or subcontractors, and (3) the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of the City.

4.5.2 Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Contractor and any of its officers, employees, representatives, agents, subconsultants or subcontractors providing any Project Services shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

5. INSURANCE

5.1 Compliance with Insurance Requirements. Contractor shall obtain, maintain, and keep in full force and effect during the term of this Agreement, at its sole cost and expense, and in a form and content satisfactory to City, all insurance required under this section. Contractor shall not commence any Project Services unless and until it has provided evidence satisfactory to City that it has secured all insurance required under this section. If Contractor's existing insurance policies do not meet the insurance requirements set forth herein, Contractor agrees to amend, supplement or endorse the policies to do so.

5.2 Types of Insurance Required. As a condition precedent to the effectiveness of this Agreement, and without limiting the indemnity provisions set forth in this Agreement, Contractor shall obtain and maintain in full force and effect during the term of this Agreement, including any extension thereof, the following policies of insurance:

5.2.1 Commercial General Liability Insurance. Contractor shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Commercial General Liability Insurance (CGL). Coverage shall be at least as broad as ISO Form CG 00 01 written on a per occurrence basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits of no less than One Million Dollars (\$1,000,000.00) per occurrence and Two Million Dollars (\$2,000,000.00) in the general aggregate.

The policy shall not contain any endorsements or provisions limiting coverage for (1) contractual liability, (2) cross liability exclusion for claims or suits by one insured against another, or (3) contain any other exclusion contrary to the Agreement.

5.2.2 Automobile Liability Insurance. Contractor shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Automobile Liability Insurance. Coverage shall be at least as broad as ISO Form CA 00 01 written on a per occurrence basis, covering Code 1 (any auto), or if the Contractor has no owned autos, Code 8 (hired) and Code 9 (non-owned), with limits of no less than One Million Dollars (\$1,000,000.00) for each occurrence covering bodily injury and property damage.

5.2.3 Workers' Compensation Insurance. Contractor shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Workers' Compensation Insurance in at least the minimum statutory amounts, and in compliance with all other statutory requirements, as required by the State of California. Contractor agrees to waive and obtain endorsements from its workers' compensation insurer waiving all subrogation rights under its workers' compensation insurance policy against the City, its officials, officers, employees, agents and volunteers, and to require each of its subconsultants and subcontractors, if any, to do likewise under their workers' compensation insurance policies. Contractor shall also obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Employer's Liability Insurance written on a per occurrence basis with limits of at least One Million Dollars (\$1,000,000.00) per accident for bodily injury or disease. Notwithstanding the foregoing, Contractor shall not be required to procure either Worker's Compensation Insurance or Employer's Liability Insurance if Contractor provides written verification to the City that Contractor does not have any employees.

5.3 Acceptability of Insurers. Insurance required by this section shall be issued by a licensed company authorized to transact business in the state by the Department of Insurance for the State of California with a current rating of A-:VII or better (if an admitted carrier), or a current rating of A:X or better (if offered by a non-admitted insurer listed on the State of California List of Approved Surplus Lines Insurers (LASLI)), by the latest edition of A.M. Best's Key Rating Guide, except that the City will accept workers' compensation insurance from the State Compensation Fund. In the event the City determines that the work or Project Services to be performed under this Agreement creates an increased or decreased risk of loss to the City, the Contractor agrees that the minimum limits of the insurance policies may be changed accordingly upon receipt of written notice from the City. Contractor shall immediately substitute any insurer whose A.M. Best rating drops below the levels specified herein.

5.4 Specific Insurance Provisions and Endorsements. Required insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to the City for written approval. Required insurance policies shall contain the following provisions, or Contractor shall provide endorsements on forms approved by the City to add the following provisions to the insurance policies:

5.4.1 CGL and Auto Liability Endorsements. The policy or policies of insurance required by this section for CGL and Automobile Liability Insurance shall be endorsed as follows:

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

5.4.1.1.1 Additional Insured Endorsements. Additional insured endorsements shall not (1) be restricted to “ongoing operations”, (2) exclude “contractual liability”, (3) restrict coverage to “sole” liability of Contractor, or (4) contain any other exclusions contrary to the Agreement; and, the coverage shall contain no special limitations on the scope of protection afforded to additional insureds.

5.4.1.2 Primary and Non-Contributing Insurance. Each CGL and Automobile Liability Insurance policy shall be endorsed to be primary, and any other insurance, deductible, or self-insurance maintained by the City, its officials, officers, employees, agents or volunteers, shall not contribute with this primary insurance.

5.4.1.3 Waiver of Subrogation. Each CGL and Automobile Liability Insurance policy shall contain or be endorsed to waive subrogation against the City, its officials, officers, employees, agents and volunteers, or shall specifically allow Contractor or others providing insurance evidence in compliance with the requirements set forth in this section to waive their right to recovery prior to a loss. Contractor hereby agrees to waive its own right of recovery against the City, its officials, officers, employees, agents and volunteers, and Contractor hereby agrees to require similar written express waivers and insurance clauses from each of its subconsultants or subcontractors.

5.4.2 Notice of Cancellation. Each policy of any type shall be endorsed to provide that coverage shall not be suspended, voided, cancelled, or modified, or reduced in coverage or in limits, except after thirty (30) calendar days prior written notice has been provided to the City. Notwithstanding the foregoing, if coverage is to be suspended, voided, or cancelled because of Contractor’s failure to pay the insurance premium, the notice provided by the insurer to City shall be by not less than ten (10) calendar days prior written notice. (A statement that notice will be provided "in accordance with the policy terms" or words to that effect is inadequate to meet the requirements of this section.)

5.5 Deductibles and Self-Insured Retentions. Any deductible or self-insured retention must be approved in writing by the City in advance. The decision whether to approve or withhold approval of a deductible or self-insured retention shall be made by the City in the City's sole and absolute discretion.

5.6 Evidence of Coverage. Concurrently with the execution of the Agreement, Contractor shall deliver certificates of insurance together with original endorsements affecting each of the insurance policies required by this section. Contractor shall promptly furnish, at City’s request, copies of actual policies including all declaration pages, endorsements, exclusions and any other policy documents City may require to verify coverage.

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

5.6.2 Authorized Signatures. The certificates of insurance and original endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf.

5.6.3 Renewal/Replacement Policies. At least fifteen (15) calendar days prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the City. If such coverage is cancelled or reduced and not replaced immediately so as to avoid a lapse in the required coverage, Contractor shall, within ten (10) calendar days after receipt of written notice of such cancellation or reduction of coverage, file with the City evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies meeting all requirements of this Agreement.

5.7 Requirements Not Limiting. Requirement of specific coverage or minimum limits contained in this section are not intended as a limitation on coverage, limits, or other requirements, or a waiver of any coverage normally provided by any insurance. Nothing in this section shall be construed as limiting in any way the indemnification provision contained in this Agreement, or the extent to which Contractor may be held responsible for payments of damages to persons or property.

5.8 Enforcement of Agreement (Non-Estoppel). Contractor acknowledges and agrees that actual or alleged failure on the part of the City to inform Contractor of any non-compliance with any of the insurance requirements set forth in this section imposes no additional obligation on the City nor does it waive any rights hereunder.

5.9 Insurance for Subconsultants. Contractor shall either: (1) include all subconsultants or subcontractors engaged in the performance of Project Services on behalf of Contractor as additional named insureds under the Contractor's insurance policies; or (2) Contractor shall be responsible for causing its subconsultants or subcontractors to procure and maintain the appropriate insurance in compliance with the terms of the insurance requirements set forth in this section, including adding the City, its officials, officers, employees, agents and volunteers, as additional insureds to their respective policies. Contractor shall not allow any subconsultant or subcontractor to commence any work or services relating to this Agreement unless and until it has provided evidence satisfactory to City that the subconsultant or subcontractor has secured all insurance required under this section.

5.10 Other Insurance Requirements. The following terms and conditions shall apply to the insurance policies required of Contractor and its subconsultants and subcontractors, if any, pursuant to this Agreement:

5.10.1 Contractor shall provide immediate written notice to City if (1) any of the insurance policies required herein are terminated, cancelled or suspended, (2) the limits of any of

the insurance coverages required herein are reduced, or (3) the deductible or self-insured retention is increased.

5.10.2 All insurance coverage and limits provided by Contractor and available or applicable to this Agreement are intended to apply to each insured, including additional insureds, against whom a claim is made or suit is brought to the full extent of the policies. Nothing contained in this Agreement or any other agreement relating to the City or its operations shall limit the application of such insurance coverage.

5.10.3 None of the insurance coverages required herein will be in compliance with the requirements of this section if they include any limiting endorsement which substantially impairs the coverages set forth herein (e.g., elimination of contractual liability or reduction of discovery period), unless the endorsement has first been submitted to the City and approved in writing.

5.10.4 Certificates of insurance will not be accepted in lieu of required endorsements, and submittal of certificates without required endorsements may delay commencement of the Project. It is Contractor's obligation to ensure timely compliance with all insurance submittal requirements as provided herein.

5.10.5 Contractor agrees to ensure that subconsultants and subcontractors, if any, and any other parties involved with the Project who are brought onto or involved in the Project by Contractor, provide the same minimum insurance coverage required of Contractor. Contractor agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Contractor agrees that upon request, all agreements with subcontractors and others engaged in the provision of Project Services will be submitted to the City for review.

5.10.6 Contractor agrees to provide immediate written notice to City of any claim, demand or loss against Contractor arising out of the work or Project Services performed under this Agreement and for any other claim, demand or loss which may reduce the insurance available to pay claims, demands or losses arising out of this Agreement.

6. INDEMNIFICATION

To the fullest extent permitted by law, Contractor shall defend (at Contractor's sole cost and expense with legal counsel reasonably acceptable to City), indemnify and hold the City, its officials, officers, employees, agents and volunteers, free and harmless from any and all claims, demands, orders, causes of action, costs, expenses, liabilities, losses, penalties, judgments, arbitration awards, settlements, damages or injuries of any kind, in law or in equity, including but not limited to property or persons, including wrongful death, (collectively "Claims") in any manner arising out of, pertaining to, related to, or incident to any alleged acts, errors or omissions, or willful misconduct of Contractor, its officers, directors, employees, subconsultants, subcontractors, agents or invitees in connection with performance under this Agreement, or in any manner arising out of, pertaining to, related to, or incident to an alleged breach of this Agreement, including without limitation the payment of all consequential damages, expert witness fees and

attorneys' fees and other related costs and expenses.

Notwithstanding the foregoing, and only to the extent that the Project Services performed by Contractor are subject to California Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Contractor.

Under no circumstances shall the insurance requirements and limits set forth in this Agreement be construed to limit Contractor's indemnification obligation or other liability hereunder. Notwithstanding the foregoing, such obligation to defend, hold harmless and indemnify the City, its officials, officers, employees, agents and volunteers, shall not apply to the extent that such Claims are caused by the sole negligence or willful misconduct of that indemnified party.

7. REPORTS AND RECORDS

7.1 Records. Contractor shall keep complete, accurate, and detailed accounts of all time, costs, expenses, and expenditures pertaining in any way to this Agreement. Contractor shall keep such books and records as shall be necessary to properly perform the Project Services required by this Agreement and to enable the Contract Officer to evaluate the performance of such Project Services. The Contract Officer shall have full and free access to such books and records at all reasonable times, including the right to inspect, copy, audit, and make records and transcripts from such records.

7.2 Reports. Contractor shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the Project Services as the Contract Officer shall require.

7.3 Ownership of Documents. All drawings, specifications, reports, records, documents, memoranda, correspondence, computations, and other materials prepared by Contractor, its employees, subconsultants, subcontractors and agents in the performance of this Agreement shall be the property of City and shall be promptly delivered to City upon request of the Contract Officer or upon the termination of this Agreement, and Contractor shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership of the documents and materials hereunder. Contractor may retain copies of such documents for its own use. Contractor shall have an unrestricted right to use the concepts embodied therein. Contractor shall ensure that all of its subconsultants and subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Contractor fails to secure such assignment, Contractor shall indemnify City for all damages resulting therefrom.

7.4 Release of Documents. Except to the extent otherwise required by law, no drawing, specification, report, record, document, or other material prepared by Contractor, its employees, subconsultants, subcontractors and agents in the performance of Project Services shall not be released publicly without the prior written approval of the Contract Officer.

8. ENFORCEMENT OF AGREEMENT

8.1 California Law and Venue. This Agreement shall be construed and interpreted both as to validity and as to performance of the Parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim, or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Orange, State of California, or any other appropriate court in such County, and Contractor covenants and agrees to submit to the personal jurisdiction of such court in the event of such action.

8.2 Waiver. No delay or omission in the exercise of any right or remedy of a non-defaulting Party on any default shall impair such right or remedy or be construed as a waiver. No consent or approval of City shall be deemed to waiver or render unnecessary City's consent to or approval of any subsequent act of Contractor. Any waiver by either Party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

8.3 Rights and Remedies Cumulative. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the Parties are cumulative and the exercise by either Party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other Party.

8.4 Legal Action. In addition to any other rights or remedies, either Party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement.

8.5 Termination Prior to Expiration of Term. City reserves the right to terminate this Agreement, at any time, with or without cause, upon thirty (30) calendar days written notice to Contractor, except that where the continuation of services would constitute a danger to health, safety or general welfare, the period of notice shall be such shorter time as may be appropriate. Upon receipt of the notice of termination, Contractor shall immediately cease all Project Services, except as may be specifically approved by the Contract Officer. Contractor shall be entitled to compensation for all Project Services rendered prior to receipt of the notice of termination and for any Project Services authorized by the Contract Officer thereafter.

8.6 Termination for Default of Contractor.

8.6.1 Contractor's failure to comply with any provision of this Agreement shall constitute a default.

8.6.2 If the Contract Officer determines that Contractor is in default in the performance of any of the terms or conditions of this Agreement, he/she shall notify Contractor in writing of such default. If such default is capable of being cured, Contractor shall have ten (10) calendar days, or such longer period as City may designate, to cure the default by rendering satisfactory performance. In the event Contractor fails to cure its default within such period of

time, or if such default is not capable of being cured, City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice of any remedy to which City may be entitled at law, in equity, or under this Agreement. Contractor shall be liable for any and all reasonable costs incurred by City as a result of such default. Compliance with the provisions of this section shall not constitute a waiver of any City right to take legal action in the event that the dispute is not cured, provided that nothing herein shall limit City's right to terminate this Agreement without cause pursuant to Section 8.5.

8.6.3 If termination is due to the failure of Contractor to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 8.6.2, take over the Project Services and prosecute the same to completion by contract or otherwise, and Contractor shall be liable to the extent that the total direct and indirect costs for completion of the Project Services required hereunder exceeds the Maximum Contract Amount, and City may withhold any payments to Contractor for the purpose of set-off toward the cost of completion of the Project Services. The withholding or failure to withhold payments to Contractor shall not limit Contractor's liability for completion of the Project Services as provided herein.

8.7 Attorneys' Fees. In the event any dispute between the Parties with respect to this Agreement results in litigation or any non-judicial proceeding, the prevailing Party shall be entitled, in addition to such other relief as may be granted, to recover from the non-prevailing Party all reasonable costs and expenses, including but not limited to reasonable attorneys' fees, expert witness fees, court costs and all fees, costs, and expenses incurred in any appeal or in collection of any judgment entered in such proceeding. To the extent authorized by law, in the event of a dismissal by the plaintiff or petitioner of the litigation or non-judicial proceeding within thirty (30) calendar days of the date set for trial or hearing, the other Party shall be deemed to be the prevailing Party in such litigation or proceeding. For purposes of this section, "Reasonable attorney fees" shall be calculated by multiplying the actual number of hours reasonably expended by the attorney(s) handling the dispute on behalf of the prevailing Party by the hourly rate actually paid by the prevailing Party, but in no case shall the hourly rate exceed Two Hundred and Fifty Dollars (\$250.00) per hour.

9. CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

9.1 Non-liability of City Officers and Employees. No officer or employee of the City shall be personally liable to the Contractor, or any successor-in-interest, in the event of any default or breach by the City or for any amount which may become due to the Contractor or to its successor, or for breach of any obligation of the terms of this Agreement.

9.2 Covenant Against Discrimination. Contractor covenants that, by and for itself, its heirs, executors, assigns, subcontractors, subconsultants and all persons claiming under or through them, that there shall be no discrimination or segregation in the performance of or in connection with this Agreement regarding any person or group of persons on account of race, disability, medical condition, color, creed, religion, sex, sexual orientation, marital status, age, national origin, or ancestry. Contractor shall take affirmative action to insure that applicants and employees are treated without regard to their race, disability, medical condition, color, creed, religion, sex, sexual orientation, marital status, national origin, or ancestry.

10. MISCELLANEOUS PROVISIONS

10.1 Notices. Any notice, demand, request, consent, approval, or communication either Party desires or is required to give to the other Party or any other person shall be in writing and either served personally during normal hours of operation of the Party receiving the notice, or sent by pre-paid, first-class mail to the address set forth below. Either Party may change its address by notifying the other Party of the change of address in writing. Notice shall be deemed communicated on the day personally served, or two (2) business days from the date of mailing if mailed as provided in this section. Additionally, notices by email will be considered legal notice if such communications include the following text in the Subject field: FORMAL LEGAL NOTICE – Traffic Signal Maintenance Services Agreement.

To City:

Chet Simmons, City Manager
City of Los Alamitos
3191 Katella Ave.
Los Alamitos, CA 90720
csimmons@cityoflosalamitos.org

With copy to:

Michael S. Daudt, City Attorney
Woodruff, Spradlin & Smart
555 Anton Blvd., Suite 1200
Costa Mesa, CA 92626
mdaudt@wss-law.com

To Contractor:

David Heermance, President
Crosstown Electrical & Data, Inc.
5454 Diaz Street
Irwindale, CA 91706
dave@crosstowndata.com

10.2 Entire Agreement; Amendments in Writing. This Agreement constitutes the entire agreement between the Parties and is intended as an integrated agreement, superseding all prior negotiations, arrangements, agreements, representations, and understandings, if any, made by or among the Parties with respect to the subject matter hereof. No amendments or other modifications of this Agreement shall be binding unless executed in writing by both Parties hereto, or their respective successors, assigns, or grantees.

10.3 Severability. In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement, which shall be interpreted to carry out the intent of the Parties hereunder.

10.4 Successors in Interest. This Agreement shall be binding upon and inure to the benefit of the Parties' successors and assignees.

10.5 Third Party Beneficiary. Except as expressly provided herein, nothing contained in this Agreement is intended to confer, nor shall this Agreement be construed as conferring, any rights, including, without limitation, any rights as a third-party beneficiary or otherwise, upon any entity or person not a party hereto.

10.6 Recitals. The above-stated Recitals are hereby incorporated into the Agreement as though fully set forth herein and each Party acknowledges and agrees that such Party is bound, for purposes of this Agreement, by the same.

10.7 Prevailing Wages. Contractor is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"). Contractor agrees to fully comply with all applicable federal and state labor laws (including, without limitation, if applicable, the Prevailing Wage Laws). It is agreed by the Parties that, in connection with the work or Project Services provided pursuant to this Agreement, Contractor shall bear all risks of payment or non-payment of prevailing wages under California law, and Contractor hereby agrees to defend, indemnify, and hold the City, its officials, officers, employees, agents and volunteers, free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. The foregoing indemnity shall survive termination of this Agreement.

10.8 Corporate Authority. Each of the undersigned represents and warrants that (i) the Party for which he/she is executing this Agreement is duly authorized and existing, (ii) he/she is duly authorized to execute and deliver this Agreement on behalf of the Party for which he/she is signing, (iii) by so executing this Agreement, the Party for which he/she is signing is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other agreement to which the Party for which he/she is signing is bound.

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, the Parties have executed and entered into this Agreement as of the date first written above.

“City”

City of Los Alamitos

By: _____
Mark A. Chirco
Mayor

APPROVED AS TO FORM.

Woodruff, Spradlin & Smart, APC

ATTEST:

By: _____
Michael S. Daudt
City Attorney

By: _____
Windmera Quintanar, MMC
City Clerk

“Contractor”

Crosstown Electrical & Data, Inc.

By: _____
David Heermance, President

By: _____
Benjamin Heermance, CFO

EXHIBIT “A”

CONTRACTOR’S PROPOSAL/ SCOPE OF SERVICES

DATED: May 19, 2021



**TRAFFIC SIGNAL
MAINTENANCE SERVICES**

**City of Los Alamitos
Request for Proposal 2021-06**

May 19, 2021

Submitted by:

Crosstown Electrical & Data, Inc.
5454 Diaz Street

Irwindale, CA 91706



Section A – Letter of Transmittal

May 19, 2021

City of Los Alamitos
3191 Katella Ave.
Los Alamitos, CA 90720

To Whom it May Concern:

Crosstown Electrical and Data Inc. ("Crosstown") is pleased to submit this proposal in response to the City of Los Alamitos's Request for Proposal for the Traffic Signal Maintenance Services project.

Crosstown is a Southern California based Electrical & General Contractor specializing in Traffic Signal Maintenance, installation of Electrical and ITS Infrastructure, fiber optics, copper, wireless, communications, closed circuit television systems, traffic signal installations and modifications. Crosstown recently acquired Computer Service Company (CSC) which has been in the Traffic Signal Maintenance business for over 40 years. With CSC's personnel staying in place, this work experience is now part of Crosstown and working together we are an extremely strong team that can provide top quality traffic signal maintenance services as well as provide any and all necessary traffic signal related construction should the need arise.

Crosstown's Traffic Signal Maintenance division currently employs professional IMSA certified traffic signal/street light electricians and an operational staff consisting of dispatchers, billing specialists, customer service representatives, purchasing agent, and management team. Crosstown intends to use in-house personnel and equipment required to service the City of Los Alamitos's (21) signalized intersections. We support the International Municipal Signal Association (IMSA) training procedures with all of our technicians obtaining advanced certification through in-house training and participation in IMSA certification courses. The specialized experience and professional competence of Crosstown's personnel identified as part of this RFP is reflected in the personnel section of this response.

Please note that Crosstown maintains an A & C-10 License, No. 756309. We are also registered with the Department of Industrial Relations, No. 1000000155. Crosstown Acknowledges the receipt of Addendum #1. *It is understood that all required insurances will be in force at time of contract execution.*

Our firm is very confident that we can provide superior service and meet all of the requirements set forth in this request for proposals. Thank you for your time and consideration and we look forward to working with the city of Los Alamitos.

Sincerely,



Dave Heermance –President

5454 Diaz St.
Irwindale, CA 91706
Phone: (626) 813-6693

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SECTION B – COMPANY DATA

Crosstown Electrical & Data, Inc. was incorporated in 1998 and has been providing Electrical, ITS and traffic signal services successfully for the past 22 years and we are proud to now offer a Traffic Signal Maintenance Division with the acquisition of the former Computer Services Company that has been continuously providing Traffic Signal Maintenance services over the past 40 years. Crosstown is 100% owned and operated by Mr. David Heermance.

Our firm is financially strong and bondable and we have an excellent reputation for providing quality service to various cities and government agencies throughout Southern California. We currently have 131 employees with the qualified staff necessary to perform the tasks and services required of this request for proposal. Our principal office in Irwindale will be responsible for the implementation of any contracts.

Crosstown has multiple traffic signal maintenance contracts currently in effect that are similar to this RFP, such as the city of San Dimas, Laguna Hills, Azusa and Downey. See reference section for additional details. Crosstown has not had any failures or refusals to complete a contract. Crosstown does not have any financial interests in other lines of business or any know conflicts of interest. Areas of specialization include traffic signal maintenance and emergency on-call services, working with controllers, communication equipment, fiber optic cable, traffic signals and video detection systems. We have the resources needed to install traffic signal poles and controller cabinets if required.

Crosstown maintains a Class “A” General Construction license and a class “C-10” Electrical license, No. 756309, Expires 11/30/22. We are registered with the Department of Industrial Relations, DIR # 100000155. Crosstown complies with the California Labor Code. Pursuant to said regulations entitled: Federal Labor Standards provisions; Federal Prevailing Wage Decision; and State of California Prevailing Wage Rates, respectively. Crosstown complies with the Copeland Anti- kickback Act (18 USC 874 C) and the implementation regulation (29 CFR 3) issued pursuant thereto, and any amendments thereof.

Company Name:	Crosstown Electrical & Data, Inc.
Legal Form of Company:	Corporation
License no.:	756309
Federal Employer ID #:	22-3611877
DIR #:	1000000155

Project Contact:	Jerry Davis: Senior Operations Manager
Telephone Number:	(951) 738-1444
Cell Phone:	(951) 260-3694
Website:	www.crosstowndata.com
Email:	jdavis@crosstowndata.com
Corporate Office:	5454 Diaz Street Irwindale, CA. 91706
Office Telephone Number:	(626) 813-6693

SECTION C – PROPOSAL

Understanding of the Scope of Services

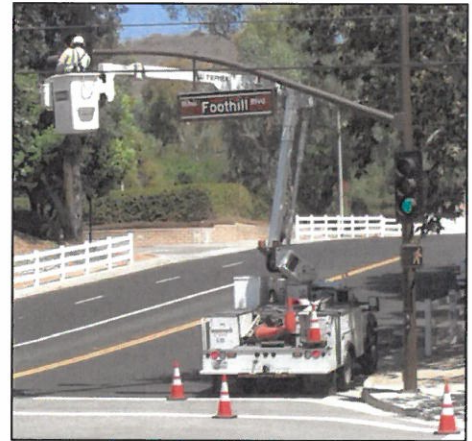
The following sets forth Crosstown Electrical & Data's (Crosstown's) approach and understanding to accomplishing the tasks outlined in the Scope of Work (SOW). Crosstown complies with all applicable federal, state and local laws, codes, ordinances and regulations. Crosstown acknowledges the four main tasks set forth in this RFP and will provide and understanding of each task.

General

Crosstown will have all required tools, materials, equipment, apparatus, facilities and skilled labor services available to perform all work necessary for this RFP. A hydraulic bucket truck capable of reaching a height of at least 28 feet above ground will be available. A computer laptop for programming, maintenance and testing of traffic signal controllers and equipment will be provided to our technicians.

Crosstown will provide all vehicles and traffic control necessary by our Technicians and vehicles will be equipped with permanently mounted warning strobe lights, traffic cones, construction warning signs. Traffic control/lane closures will conform to the California Manual on Uniform Traffic Control Devices.

Crosstown will maintain a valid Class A and Class C-10 contractor license. Contractor license No. 756309 which expires on 11/30/22. We will also apply for and maintain a current City of Los Alamitos Business license throughout the duration of the agreement.



Crosstown will pay prevailing wages pursuant to Labor Code section 1771 and is registered with the Department of Industrial Relations, DIR #1000000155.

Crosstown will be equipped with spare parts and equipment necessary to return a defective signal to operation following ordinary trouble calls. In cases where a complex controller or component has to be repaired, Crosstown will install a substitute controller or component while repairing the defective controller or component and the substitute equipment will be of equal in operative characteristics. All material and equipment in our inventory will be the property of Crosstown until such a time it is used or installed in the City.

Crosstown's assigned signal technician will be available to meet with the City's designated representative as needed and agreed upon mutually, to discuss signal maintenance activities.

It is understood that there are currently (21) traffic signals throughout the city as shown in the Request for Proposals. Per the city's request, Crosstown can perform additional services at the rates provided. It is understood that all work performed or equipment that is supplied by Crosstown will be subject to inspection and approval of the City's Public Works director or his authorized representative.

Crosstown will maintain a single local telephone number that we can be reached 24 hours per day, seven days per week. The city will be supplied with names, mobile telephone numbers and emails of at least three responsible individuals representing Crosstown that may be contacted 24 hours per day for emergency response. The phone provided to our technicians will be capable of communicating via email, voice and text with City staff.

Crosstown will provide and maintain emergency service response on a twenty-four (24) hour, seven (7) days per week basis utilizing a radio dispatch truck for City requested services throughout the term of the contract. We will have available all required tools, equipment, apparatus, facilities, and materials to perform all work necessary to maintain and repair the traffic signals as listed in Attachment A of the RFP. Crosstown owns its own traffic signal maintenance and repair facility and will maintain this during the term of the Los Alamitos contract. Crosstown will have available spare traffic signal controllers, detectors, conflict monitors, and other standard equipment when the original units are in the contractor's facility for repairs at no additional charge to the City as well as maintain a stock of common replacement parts such as Model TS-2 Econolite, 24VDC Power Supply, MMU's/CMU's, flash transfer relays, load switches, detectors, video processors, video detection units, battery backup system unit, batteries, LED red/yellow/green lamps, LED pedestrian signals, and pedestrian activation buttons

It is understood that during certain emergency situations, the Crosstown will provide full

cooperation with the California Highway Patrol (CHP), the Los Alamitos Police Department, and City representatives.

Crosstown will provide preventative maintenance for the traffic signal equipment shown in the RFP and will use a preventive maintenance checklist form during each inspection. Crosstown will maintain good records and will provide an electronic copy to the City as well.

ROUTINE MAINTENANCE SERVICES

Crosstown will perform routine monthly maintenance in order to reduce issues and maintain the life of existing equipment. During our monthly maintenance, we will also use an approved preventive maintenance checklist form for each signal. A copy of the checklist will be kept in each controller cabinet and we will maintain a copy at our office, as well as provide a copy to the Director.

It is understood that Crosstown will repair, replace or otherwise render in good working order any and all defective parts of the traffic signal control equipment with like make and model parts for temporary and/or permanent replacements. Exceptions to this policy may occur on an individual basis when agreed upon in writing by the Director or his designee. Crosstown will not make any permanent change of control mechanisms shall be done without prior written approval of the Director or his designee. Whenever equipment is removed from the controller cabinet, the City will be notified by phone within 24 hours. In addition, Crosstown will notify, in advance, the Director or his designee, of any planned or scheduled traffic signal turn-offs or turn-ons necessitated by our operations. We will not make said turn-offs or turn-ons without the prior approval of said City representative.

It is understood that all traffic signal controller equipment shall be maintained in accordance with the manufacturer's recommendations.

Crosstown will bear the cost for replacing any part of the controller mechanisms under the provisions of the routine maintenance program. In the case that a controller mechanism become obsolete or deteriorated to the point of being beyond reasonable or cost effective repairs, Crosstown will report such conditions to the Director and provide as much evidence that a replacement is necessary. It is understood that an estimate will be prepared with a cost breakdown of material and labor for replacement of such controller mechanisms and submit this information to the responsible party. It is understood that the replacement of an entire controller mechanism, if ordered or authorized by the Director or his designee, will be paid for as extra work at an agreed upon cost prior to commencement of such work.

During the months of April and October each year, it is understood that the city would like all lenses and reflectors to be cleaned, signal heads to be aligned, and to adjust all mast arm

mounted street name signs.

In regards to safety lighting, Crosstown understands that they will be responsible for the replacements and that the City will supply us regularly with a list of malfunctioning safety lights at all applicable signalized intersections. On a quarterly basis, we will submit a report and estimate of any necessary repairs.

Crosstown will maintain any new/ future traffic signal devices, safety lighting, flashing beacons and/or appurtenant devices. It is understood that the new locations will be maintained in the same manner and for the same flat rate fee as those devices already covered by the specifications.

As part of this referenced flat rate fee for those devices already covered, we will also provide inspection services including verification of test submittals for any new traffic signal devices, safety lighting, flashing beacons and/or appurtenant devices, which are installed in the future. It is understood that if signals are installed of a more complicated type than the existing signal controllers within the City, these may be added to this contract at a price mutually satisfactory to our team and the City. If we are notified for a new device on a day other than the first day of the month, payment for that month shall be prorated from the first day of notification to begin maintenance. It is understood that flat rate maintenance payments for any such affected devices will be prorated on the basis of the number of days the devices are maintained by Contractor

Crosstown will also check all pedestrian and/or bicycle push buttons and signals by hand to ensure that they are securely mounted and operating properly. This maintenance will be included in the monthly flat rate compensation for traffic signals.

Crosstown will manage the warranty of all signals or lamps that are covered under warranty and will work with the signal and/or lamp manufacturer, the installing contractor and the City regarding any required service considered to be under warranty. Crosstown will notify the City of delays in response by the manufacturer or installing contractor and details of such an issue.

Except for the manufacturer's factory warranty, the Crosstown will disclaim all warranties with respect to materials supplied, and also disclaims any and all liability for failure to perform or delay in performance hereunder where the same is due in whole or in part of any cause beyond Contactor's reasonable control, such as, fire, flood, earthquake, lightening, and labor strikes.

EMERGENCY SERVICES

Crosstown will maintain a single local telephone number during the entire term of this

contract where we can be reached twenty-four (24) hours per day, seven (7) days per week. We will within one-half hour (30 minutes) after the City, Police Department or CHP first notifies the Contractor's representative of the following events:

1. Any signal controller malfunction
2. Burned out red, yellow or green arrow incandescent or LED lamp
3. Signal equipment knockdowns
4. Other situations that is potentially hazardous to public safety

It is understood that the replacement of burned-out incandescent or LED lamps need not be on an emergency basis provided that there is one (1) such signal indication still operative for each direction of travel. These replacements will be completed within twenty-four hours. Contractor shall notify the Director or his designee within twenty-four hours of any change in the traffic signal operation.

Crosstown will provide a temporary 3-section head, mounted on a seven foot pole to be temporarily installed until a permanent pole can be installed in the event of a knock down. This replacement of equipment will not require prior approval from City before such replacements are commenced in conjunction with an emergency call.

When Crosstown is notified of an emergency by the City, City's Police Department or the CHP, the contractor will call the Director at the following numbers to validate the emergency: (562) 431-3538, x 110/work or (949) 275-7986/cell. Once the emergency work is completed, we will contact the appropriate telephone number as listed above and inform the Director that the emergency work has been completed. Crosstown will also provide written notice to the Director within three (3) calendar days that such repairs have been completed.

LIQUIDATED DAMAGES

It is understood and agreed that failure on the part of Crosstown to respond within two (2) hours under conditions for emergency calls will cause the City to suffer an unascertainable amount of damage. In this case, Crosstown agrees to pay to the City, not as a penalty but as liquidated damages, an hourly amount equal to the hourly rate proposed for that type of extra work. The time for such liquidated damages shall commence from the first hour after the required two (2) hour response time for emergency work. It is understood that charges will be deducted from any payment due or to become due.

RECORDS

It is understood that we will maintain a record of all service calls and work performed upon the signal equipment, including the listing of dates, hour of day, and description of service work performed and a copy of this record will be maintained at all times within the signal

controller cabinet at each signal location. Crosstown will also provide a computerized bi-monthly activity report to the City. The report will provide a brief description of all preventative maintenance and emergency service activities and will be attached to the monthly invoice. The report will contain all required information for the Preventative Maintenance, Scheduled Repair and / or Emergency Response work. Crosstown will provide and maintain a software package, "Sales Force", that the City can access to provide live, real time information on the progress of technician work or call outs and maintenance activity. The Software includes bar coded inventory, pictures of materials and access to monthly billing.

Crosstown will maintain records as described below per extract from the RFP:

INVENTORY RECORDS

- A. Inventory List: At each intersection Crosstown will maintain an inventory list of the equipment in the controller cabinet. The inventory list shall include the model, manufacturer, serial number and quantity of each piece of equipment and installation date. The inventory list shall be continually updated and a copy shall be furnished to the Director or his designee every January and July, and upon termination of contract.
- B. Preventive Maintenance (PM) Checklist Form: Crosstown will maintain one copy of the Preventive Maintenance Checklist Form in each controller cabinet, keep another copy in the Contractor's business office during the term of this contract, and shall provide a copy to the Director or his designee upon termination of contract. The PM checklist form shall be completely filled out during each monthly maintenance inspection and during any time the Contractor repairs the controller or any related equipment in the controller cabinet or the signal equipment at the intersection (detector loops, pedestrian heads, signal heads, lenses, lamps and signal poles, etc.).
- C. All costs associated with creating and updating equipment inventories and maintaining maintenance records in accordance with these provisions shall be included in the unit rate proposed for Routine Maintenance of Traffic Signals and Safety Lighting and no other compensation will be allowed therefore.

MONTHLY ACTIVITY REPORT

Crosstown will develop and provide a digital monthly activity report by the fifteenth working day of each month's activity. Such activity reports shall be maintained by the Contractor for a period of five (5) years and made available to the City within one week following a written request. The report shall include the following:

- A. Time the service calls were received by Contractor, time arrived at the intersection, the response time, the number of hours spent for each repair and a special listing of intersections with three or more calls in one month.
- B. A complete record of all work that was performed on the City traffic signal equipment during the time period covered on the report including the make, model and serial number of any major component or other equipment that was newly installed at each intersection.
- C. Time and date the PM work was performed.
- D. All pending repair work needed at each device in a format to be determined by the Contractor and the Director or his designee.
- E. All costs associated with development and submission of monthly activity reports in accordance with these provisions shall be included in the unit rate proposed for Routine Maintenance of Traffic Signals and Safety Lighting and no other compensation will be allowed therefore.

Meetings

Crosstown's Field Technician and Maintenance Supervisor will be available to meet with the Director or his designee on a quarterly basis at a mutually agreed upon time and place to review the previous periods maintenance activities. It is understood that all costs associated with the attendance at meetings will be included in the unit rate proposed for Routine Maintenance of Traffic Signals and Safety Lighting.

Key Personnel/Qualifications

A. Crosstown's Qualified Maintenance Personnel

Crosstown will maintain adequate level of labor resources as required by the Scope of Work. The designated manager will have full involvement of the work effort. The following key personnel and support team will be associated with the fulfillment of this Scope of Work and performance of specified tasks.

- i. **Galt Grotke – Maintenance Technician / IMSA Field Technician Level II:** Galt came to us from the United States Air Force with an extensive electrical background. He is a level II IMSA technician and has five years of experience as a technician. He also performs State Certification Testing on Traffic Signal Controller Assemblies. Galt is responsible for running Crosstown's bench repair, as well as doing our Conflict Monitor Testing. Mr. Grotke is also IMSA Work safety certified, has up to date training on Econolite controller and

software, as well as McCain 2070 controller and software training, has taken Iteris VDS training courses and is Bucket truck certified.

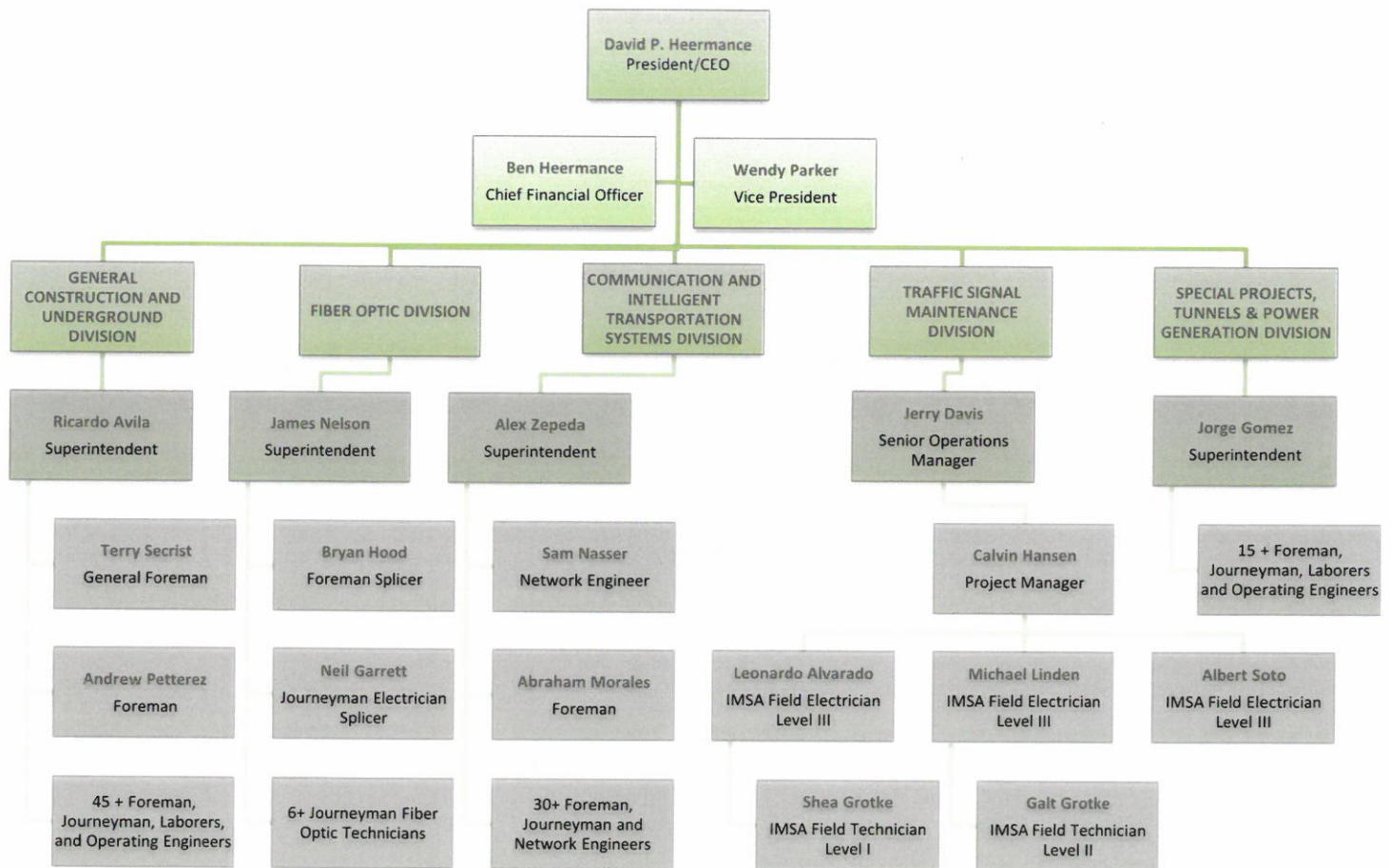
- ii. **Albert Soto – Maintenance Electrician / IMSA Field Electrician Level III:** Albert has been with CSC for 15 years as a Maintenance Technician and is now part of the Crosstown team. Albert provides maintenance support for Crosstown contracted cities in the Northern Cal area. He is proficient with NEMA and 170 controllers and is also working with safety lighting for the cities that he maintains. He is also IMSA Work safety certified, has up to date training on Econolite controller and software, as well as McCain 2070 controller and software training, has taken Iteris VDS training courses and is Bucket truck certified.

B. Crosstown's Management Contacts and Support Staff

- i. **David Heermance, President** - Mr. Heermance is the President and CEO of Crosstown Electrical & Data, Inc. which has been providing Electrical and communication services since 1998. He holds a General Construction Class A license as well as an Electrical Class C-10 License and has led Crosstown to experience continual growth and success each year. Mr. Heermance brings over 40 years of overall experience in the installation, operation, maintenance and management of electronic equipment, communications, traffic signals and fiber optic systems to his team. He has in-depth knowledge and understanding of data communications, fiber optics, video, and their application to traffic signals and Intelligent Transportation Systems. Furthermore, Mr. Heermance has developed exceptional management skills in relation to construction and maintenance and ensures that each project is completed successfully and with a satisfied customer.
- ii. **Jerry Davis – Senior Traffic Signal Maintenance Operations Manager:** As Senior Operations Manager Jerry is also the Contact Compliant Manager for this contract. He is responsible for providing strong strategic leadership for the company by working with other management staff and ownership to establish long-range goals, strategies, plans and policies. As well as plan, develop, organize, implement, direct and evaluate the organization's fiscal function and performance, Jerry works closely with our entire team as well as our clients. He is responsible for the day-to-day direction, oversight and quality control of and delivery of service on this contract. Jerry has over 35 years of experience in traffic signal construction, maintenance and service operations, many of those years have been spent in high profile leadership roles. Jerry worked many of his years in this industry as an IBEW Union journeymen electrician, foreman, and general foremen and as a Project Engineer for Steiny & Co. Jerry came to CSC in early 2013 to oversee all aspects of the company's operations and now manages all Traffic Signal Maintenance operations at Crosstown. He is an active IMSA Member and holds his IMSA Work Zone Safety, Level I and Level II Traffic Signal Field Technician Certifications.

- iii. **Alex Zepeda – Superintendent: / NEC Certified / IMSA Field Electrician Level II:** Alex came to Crosstown in 2005 and has over 18 years of experience in communication integration work. He specializes in CCTV camera installation and integration. Alex worked for CSC from 2001-2005 where he got his IMSA Field Electrician Level II. During this time he was a field electrician and has the background on Traffic Signal Cabinets as well as the maintenance of City intersections. Alex has experience in all types of wireless communication systems and integration and an excellent understanding of communication media such as copper and fiber technologies. He is a Certified Electrician and Fiber Optic Installer and has Certifications for Bridge Wave Wireless Technology and Comnet Ethernet and Communication also OSHA 10/30 Certification. Alex received his Associates Degree in 2002 from ITT in Science of Electronic Engineering. Alex is available for on-call or backup needs for an IMSA certified technician.
- iv. **Ralph Maciel – Inventory / Warehouse Manager:** Ralph has been with CSC for 19 years. He started out as a delivery driver and over the years has worked his way up to warehouse manager. Ralph is in charge of ordering the equipment that is needed on a day-to-day basis and ensuring that the supplies stay well stocked. His knowledge of traffic signal equipment has been a vital asset in keeping our warehouse stocked with all the equipment, tools, and supplies needed to keep our cities intersections running and looking great.
- v. **Dan Bylund – Purchasing / IT System Administrator:** Dan has a BA in Business and is a Certified Microsoft Professional. He has been with the company for over 4 years and currently working with our Web-based Maintenance Management System (MMS). This real time work monitoring program (Sales Force) allows the cities to see how the preventative and response maintenance is going on a day-to-day, hour-by-hour time basics. Dan is our liaison with the companies we purchase our equipment through. He also is involved with our monthly invoicing to the cities.

Crosstown Corporate Structure



Client References

A. List of Current Representative Projects and Contact information.

City of Downey (101 Intersections, Traffic Signal Maintenance & Emergency on Call Services)
Edwin Norris, Deputy Director of Public Works
11111 Brookshire Ave.
Downey, CA 90241
(562) 904-7110
enorris@downeyca.org

City of San Dimas (36 Intersections, Traffic Signal Maintenance & Emergency on Call Services)
Chase Buckelew, Public Works Maintenance Superintendent
245 East Bonita Avenue
San Dimas, CA 91773
(909) 394-6270
cbuckelew@ci.san-dimas.ca.us

City of Azusa (47 Intersections, Traffic Signal Maintenance & Emergency on Call Services)
Robert Delgadillo P.E., Director of Public Works / City Engineer
213 E. Foothill Boulevard
Azusa, CA 91702
(626) 812-5248
rdelgadillo@azusaca.gov

City of Laguna Hills (49 Intersections, Traffic Signal Maintenance & Emergency on Call Services)
Kenneth Rosenfield, Director of Public Works
24035 El Toro Road
Laguna Hills, CA 92653
(949) 707-2655
kronsenfield@ci.laguna-hills.ca.us

City of El Monte (73 Intersection, Traffic Signal Emergency on Call Services)
Frank Drevdahl, Public Works Administrative Analyst
3990 Arden Drive
El Monte, CA 91731
fdrevdahl@elmonteca.gov

City of Monterey Park (63 Intersections, Traffic Signal Maintenance & Emergency on Call Services)
Cesar Vega, Civil Engineer Associate
320 W. Newmark Avenue
Monterey Park, CA 91754
(626) 307-1320
cvega@montereypark.ca.gov

City of Hemet (41 Intersections, Traffic Signal Maintenance & Emergency on Call Services)
Matt Devore, Facilities Maintenance Technician
3777 Industrial Avenue
Hemet, CA 92545
(951) 765-3710
mdevore@cityofhemet.org

Additional References Available Upon Request

General Business Statement

Crosstown meets and exceeds the required two consecutive years of recent experience in the provision of the specified maintenance services at similar size facilities and similar service levels as required on this contract. Crosstown has been in the traffic signal industry of over 22 years and our Traffic Signal Maintenance team has 40 years of experience. Crosstown will guarantee that an on-site supervisor and/or Foreman will possess the experience required.

Work History

There are no Traffic Signal Maintenance Contracts and/or construction contracts that have been cancelled or not renewed over the past three years.

Attachments

- SECTION E – PROPOSAL COST SCHEDULE
- SIGNED ADDENDUM #1
- TECHNICIAN CERTIFICATES
- CREDIT REFERENCES
- SAMPLE PREVENTATIVE MAINTENANCE REPORT
- “**CONFIDENTIAL**” REVIEWED FINANCIAL STATEMENT



SECTION E
PROPOSAL SCHEDULE

REQUEST FOR PROPOSAL (RFP) 2021-06
TRAFFIC SIGNAL MAINTENANCE SERVICES
IN THE CITY OF LOS ALAMITOS, CALIFORNIA

**SECTION F
PROPOSAL SCHEDULE**

**REQUEST FOR PROPOSAL (RFP) 2021-06
TRAFFIC SIGNAL MAINTENANCE SERVICES
IN THE CITY OF LOS ALAMITOS, CALIFORNIA**

CONTRACT ITEM DESCRIPTION	QTY	UNIT TYPE	UNIT PRICE
Section A – Routine Preventative Maintenance Items			
Routine Preventative Maintenance of Traffic Signal and Safety Lighting System per Intersection Per Month	1	Each	\$58.50

CONTRACT ITEM DESCRIPTION	QTY	UNIT TYPE	UNIT PRICE
Section B – Labor and Equipment Rates			
Service Truck	1	Hour	\$21.00
Bucket Truck	1	Hour	\$38.00
Traffic Signal Technician	1	Hour	\$110.00
Traffic Signal Technician – Overtime	1	Hour	\$157.00
Bench Technician	1	Hour	\$60.00

CONTRACT ITEM DESCRIPTION	QTY	UNIT TYPE	UNIT PRICE
Section C –Unit Pricing Items			
Response to USA Underground Service Alerts at the request of the City Staff for marking and protection of traffic signal underground facilities	1	Each	\$115.00

The Contractor shall be responsible for calculating and providing unit prices for the schedule. The Proposal Schedule shall include all costs for services, labor, materials, equipment, and installation associated with completing the work in place per the plans, specifications and details.

Proposal Schedule Total: \$ 1,228.50 Monthly PM (21 Intersections)

Proposal Schedule Total (in word): One Thousand Two Hundred Twenty
Eight Dollars and Fifty Cents


Crosstown Electrical & Data
Company Name of Proposer

5/18/21
Date



ADDENDUM NO. 1

**REQUEST FOR PROPOSALS (RFP) 2021-06
TRAFFIC SIGNAL MAINTENANCE SERVICES**

To all bidders under Request for Proposals (RFP) 2021-06 Traffic Signal Maintenance Services, which are to be received by the City of Los Alamitos, by 10:00 a.m. on Thursday, May 13, 2021:

The intent of this Addendum No. 1 is to revise the RFP/contract documents with the attached Addendum 1.

The following changes shall be acknowledged in the described sections of the Request for Proposal (RFP) and Contractual Documents and Forms respectively:

- I. Page 4 – RFP bid submittal deadline has been extended to Wednesday, May 19, 2021 at 12p.m.
- II. Section E – The Contractor shall bear the cost for replacing any part of the controller mechanism under the provisions of the routine maintenance program.

Q: When is this applicable?

A: If components fail due to neglect

- III. Section 4.6 – Clean Up – Contractor shall clean and/or polish all signal lenses and reflectors, align signal heads and adjust all mast arm mounted street name signs during April and October each year.

Q: is this to be included in the flat rate monthly maintenance fee?

A: No, it is based on T&M (time and material) for those two mentioned periods

- IV. Section 4.7 – Safety Lighting – Contractor is responsible for replacement of all safety lighting. City shall supply contractor routinely with a list of malfunctioning safety lights at all signalized intersections/locations listed in Attachment A.

Q: Please provide clarification as to where the cost associated with this work is to be included

A: It is based on T&M as they fail

- V. Section 6.1 - Response Time

Q: Is the response time 30 minutes or 2-hour window?

A: Response time shall be within one-half (30 minutes) after the City, Police Department or CHP first notifies the Contractor's representative.

VI. Section F – Proposal Schedule

Q: Please clarify the DIR classification requested in the pricing for Transportation Systems Electrician or Transportation Systems Technicians

A: If the Technician works under the Electrician supervision, then it is acceptable to use the Technician

VII. Section 4.1 C – Scope of Service

Q: Please clarify what “privately owned traffic signal maintenance and repair facility means”

A: The City does not have a Corporate Yard, therefore the contractor shall have its own facility for storing and repairing – therefore, nothing can be stored or repaired on City Hall property.

VIII. Enclosed with this addendum, is also Section E (Proposal Schedule), with the watermark “draft” removed

IV. Enclosed with this addendum, is “Attachment 1” which identifies the City’s traffic signals locations

Date: May 12, 2021

BY ORDER OF THE CITY OF LOS ALAMITOS

By

Michelle Müller for
Ron Noda
Acting Deputy City Manager
City of Los Alamitos

ACKNOWLEDGEMENT BY THE BIDDER:

[Signature]
BIDDER'S SIGNATURE

5/18/2021

DATE



Albert J. Soto

is hereby certified as a

Traffic Signal Senior Field Tech Level III

by completing all requirements and examination for certification

on 10/9/2020

Valid thru 10/9/2023

Certification #CE_61614


Toby Cummings, CAE - Executive Director



Galt G. Grotke
is hereby certified as a

Traffic Signal Field Technician Level II

by completing all requirements and examination for certification
on 10/19/2019

Valid thru 10/19/2022

Certification #BE_119989


Toby Cummings, CAE - Executive Director

CREDIT REFERENCES

CROSTOWN ELECTRICAL & DATA, INC

1.) ANIXTER

5055 E. LONDON DRIVE
ANAHEIM, CA 92807
714-777-8247
ACCOUNT #358205
ACCOUNT MANAGER
CREDREF.ANIXTER.COM

2.) COMMUNICATIONS SUPPLY CORP./WESCO

6251 KNOTT AVENUE
BUENA PARK, CA 90620
714-670-5858
SOCORRO LAZALDE
ACCOUNT MANAGER
SLAZALDE@GOCSC.COM
ACCOUNT # 10724-99

3.) ETHERWAN SYSTEMS, INC.

2301 E. WINSTON RD.
ANAHEIM, CA 92806
714-779-3800
CARA RISING
ACCOUNT MANAGER
CARA.RISING@ETHERWAN.COM

4.) ORVAC ELECTRONICS

1120 SHAMROCK AVE
MONROVIA, CA 91016
626-796-3291
SEAN MURPHY
ACCOUNT MANAGER
SEAN.MURPHY@ORVAC.COM
ACCOUINT # 248112

5.) WALTERS WHOLESALE ELECTRIC

2825 TEMPLE AVE.
SIGNAL HILL, CA 90755
562-988-3100X5041



PREVENTIVE MAINTENANCE REPORT

--	--	--

Date: _____
 Arrive: _____
 Depart: _____

Battery Back-up?
 Yes / No
 (circle)

Tech:

Check Box

- ☐ Albert
☐ Galt
☐ Michael
☐ Shea
☐
☐ Other:

☐ Yes
☐ No
 Follow-up required?

Description of follow-up required:

Comments / Recommendations:

Check	Inside Cabinet	Check	Outside Cabinet
☐	Clean cabinet of dirt/dust	☐	Condition of cabinet exterior
☐	Controller lamp and door switch	☐	All lamps including ped indications
☐	Conflict Monitor indications	☐	All ped push buttons
☐	Recall all phases 1 cycle	☐	All ped directional plates
☐	Fan/Thermostat operation	☐	Pole condition
☐	Filter ☐ Replace Date: _____	☐	Hand hole covers
☐	Doors fit/Gaskets	☐	Backplate conditions
☐	Locks/Hinges	☐	Visor conditions
☐	Visual check detector operations	☐	Alignment of heads
☐	Verify timing sheet	☐	Missing hardware
☐	Field block terminal tightened	☐	Visual inspection of loops/camera
☐	Logged in visit	☐	Visual inspection for pot holes & blacktop
☐	Battery ☐ Replace Date: _____	☐	Visual inspection of regulatory signs
☐	CCTV Camera JAN APR JUL OCT	☐	Visual inspection of T/S pull boxes

NOTE: Mark each box individually.

December 2020-006

City of Los Alamitos

CITY COUNCIL AGENDA REPORT

MEETING DATE: June 21, 2021

ITEM NUMBER: 10F

To: Mayor Mark A. Chirco & Members of the City Council

**Presented By: Ron Noda, Acting Deputy City Manager
Chris Kelley, City Engineer**

Subject: Measure M2 Seven Year Capital Improvement Program

SUMMARY

To maintain its eligibility to receive Measure M2 sales tax revenue, the City is required to submit annual documentation on its transportation related programs to the Orange County Transportation Authority (OCTA). This year's needed submittal documentation requires the approval of an updated Measure M2 Seven Year Capital Improvement Program, the adoption of a resolution attesting to the County's Master Plan of Arterial Highways Circulation Element and Mitigation Fee Program, and a resolution concerning the Pavement Management Plan.

RECOMMENDATIONS

1. Approve and authorize Staff to submit to the Orange County Transportation Authority the Measure M2 Seven-Year Capital Improvement Program for Fiscal Years 2021/22 through 2027/28, to comply with Measure M2 eligibility criteria; and,
2. Adopt Resolution No. 2021-11, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, CONCERNING THE STATUS AND UPDATE OF THE CIRCULATION ELEMENT, AND MITIGATION FEE PROGRAM FOR THE MEASURE M (M2) PROGRAM"; and,
3. Adopt Resolution No. 2021-12, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, CONCERNING THE STATUS AND UPDATE OF THE PAVEMENT MANAGEMENT PLAN FOR THE MEASURE M2 (M2) PROGRAM".

BACKGROUND

The annual submittal of Measure M2 eligibility documentation to the Orange County Transportation Authority (OCTA) is required in order to remain eligible to receive Measure M2 revenue. Submittals are required on an annual basis while certain materials are only required every other year. During this approval cycle, OCTA requires a submittal highlighting the City's programs and projects effecting circulation and transportation in order to verify that these elements are in alignment with Measure M2 and countywide transportation plans.

DISCUSSION

This year's submittal requires the following documentation:

City Council Approval of Resolutions

City Council approval of a resolution attesting to the consistency of the City's General Plan Circulation Element and with the County Master Plan of Arterial Highways, as well as affirming the current mitigation fee program. Staff has confirmed that the City is currently meeting this standard. Council approval of a resolution concerning the status and update of the Pavement Management Plan (PMP) for the Measure M2 program satisfies these requirements.

M2 Seven-Year Capital Improvement Program (CIP)

The City's Measure M2 Seven-Year CIP for Fiscal Year's 2021/22 through 2027/28 is a transportation planning and fiscal forecasting document used to guide future programming for transportation capital improvement projects (Attachment 3). The M2 Seven-Year CIP is consistent with the proposed Citywide Capital Improvement Program Budget and Strategic Business Plan for Fiscal Year 2021/22. The submittal of the M2 Seven-Year CIP does not commit the City to funding the identified improvements; however, projects must be included in the M2 Seven-Year CIP to be eligible to receive Measure M2 funding. This document is updated every year in order to allow for changes based on City Council priorities. The CIP emphasizes projects that improve circulation, mitigate traffic congestion and maintain the City's investment in existing transportation infrastructure.

Orange County Master Plan of Arterial Highway (MPAH) Consistency

The MPAH was established to provide planning, development, and preservation of a coordinated regional arterial highway network to supplement the countywide freeway system. To remain eligible for Measure M2 funds, the City's General Plan Circulation Element must be consistent with the MPAH by maintaining an equivalent number of minimum through lanes on each arterial highway shown on the MPAH map (Attachment 3). The City's Circulation Element is in full compliance with this requirement (Attachment 4). Biennially, the City must submit a City Council-adopted resolution to OCTA attesting that no unilateral reduction in lanes has been made on any arterials identified in the MPAH.

Mitigation Fee Program Concurrence Documentation

Biennially the City must submit a City Council-adopted resolution to OCTA certifying that the City has an existing mitigation fee program that assesses traffic impacts of new development and requires new development to pay a fair share of necessary transportation improvements attributable to the new development. The resolution reaffirms the City's existing developer fee programs (Attachment 5).

Pavement Management Program (PMP)

The City's PMP (Attachment 6) outlines the processes in place for the planning, preventative maintenance, and repair of the City's roadways. The PMP analyzes pavement life cycles, assesses overall system performance costs, and assists the City in determining pavement maintenance strategies and cost estimates necessary to maintain the City's roadway network. An updated PMP report is required to be submitted to OCTA on a biennial basis. The City's PMP was updated in June 2021.

FISCAL IMPACT

The proposed Fiscal Year 2021/2022 budget anticipates receiving revenues of approximately \$219,988.00 from the Measure M2 local fair share program for circulation projects. The recommended actions will also position the City to receive additional funds through the Measure M2 competitive programs, subject to the City maintaining its eligibility.

Submitted by: Chris Kelley, City Engineer

Reviewed by: Ron Noda, Acting Deputy City Manager

Fiscal Impact Reviewed by: Craig Koehler, Interim Finance Director

Approved by: Chet Simmons, City Manager

- Attachments:*
1. Resolution 2021-11, Circulation Element, and Mitigation Fee Program
 2. Resolution 2021-12, Pavement Management Plan for the Measure M2 (M2) program
 3. M2 Seven-Year Capital Improvement Program **(to be submitted under separate cover)**
 4. City of Los Alamitos Circulation Element
 5. Impact Fee Schedule
 6. Pavement Management Program

RESOLUTION NO. 2021-11

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, CONCERNING THE STATUS AND UPDATE OF THE CIRCULATION ELEMENT, AND MITIGATION FEE PROGRAM FOR THE MEASURE M (M2) PROGRAM

WHEREAS, the City of Los Alamitos desires to maintain and improve the streets within its jurisdiction, including those arterials contained in the Master Plan of Arterial Highways (MPAH); and,

WHEREAS, the City of Los Alamitos has endorsed a definition of and process for, determining consistency of the City's Traffic Circulation Plan with the MPAH; and,

WHEREAS, the City has adopted a General Plan Circulation Element which does not preclude implementation of the MPAH within its jurisdiction; and,

WHEREAS, the City is required to adopt a resolution biennially informing the Orange County Transportation Authority (OCTA) that the City Circulation Element is in conformance with the MPAH and whether any changes to any arterial highways of said Circulation Element have been adopted by the City during Fiscal Years (FY) 2019-20 and FY 2020-21; and,

WHEREAS, the City is required to send biennially to the OCTA all recommended changes to the City Circulation Element and the MPAH for the purposes of re-qualifying for participation in the Comprehensive Transportation Funding Programs; and,

WHEREAS, the City/County is required to adopt a resolution biennially certifying that the City has an existing Mitigation Fee Program that assesses traffic impacts of new development and requires new development to pay a fair share of necessary transportation improvements attributable to the new development.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS DOES RESOLVE AS FOLLOWS:

SECTION 1. The City Council of the City of Los Alamitos, California, finds that the above recitals are true and correct.

SECTION 2. The arterial highway portion of the City Circulation Element of the City is in conformance with the MPAH.

SECTION 3. The City attests that no unilateral reduction in through lanes has been made on any MPAH arterials during FY 2019-20 and FY 2020-21.

The City affirms that it will bring forward requests to amend the MPAH, when necessary, in order to ensure that the MPAH and the General Plan Circulation Element remain consistent.

SECTION 4. The City reaffirms that Council concurs with the existing Mitigation Fee Program.

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

PASSED, APPROVED, AND ADOPTED this 21st day of June, 2021.

Mark A. Chirco, Mayor

ATTEST:

Windmera Quintanar, MMC, City Clerk

APPROVED AS TO FORM:

Michael S. Daudt, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LOS ALAMITOS)

I, Windmera Quintanar, MMC, City Clerk, of the City of Los Alamitos, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council held on the 21th day of June, 2021, by the following vote, to wit:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

Windmera Quintanar, MMC, City Clerk

RESOLUTION NO. 2021-12

A RESOLUTION OF CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, CONCERNING THE STATUS AND UPDATE OF THE PAVEMENT MANAGEMENT PLAN FOR THE MEASURE M2 (M2) PROGRAM

WHEREAS, the City of los Alamitos is required to meet eligibility requirements and submit eligibility verification packages to Orange County Transportation Authority (OCTA) in order to remain eligible to receive M2 funds; and,

WHEREAS, the City of los Alamitos is required to adopt and update a Pavement Management Plan (PMP), using the required format, regarding the status of road pavement conditions and implementation of the PMP on a biennial basis; and,

WHEREAS, the City of los Alamitos is required to provide a plan that manages the preservation, rehabilitation, and maintenance of paved roads by analyzing pavement life cycles, assessing overall system performance costs, and determining alternative strategies and costs necessary to improve paved roads.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS DOES RESOLVE AS FOLLOWS:

SECTION 1. The City Council of the City of Los Alamitos, California, finds that the above recitals are true and correct.

SECTION 2. The PMP is in conformance with the PMP Submittal Template provided in the Countywide Pavement Management Plan Guidelines.

SECTION 3. The City hereby adopts a PMP and will provide an updated PMP report, using the required format, to OCTA.

SECTION 4. The City Engineer or designee is authorized to sign the PMP certification form.

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

PASSED, APPROVED, AND ADOPTED this 21st day of June, 2021.

Mark A. Chirco, Mayor

ATTEST:

Windmera Quintanar, MMC, City Clerk

APPROVED AS TO FORM:

Michael S. Daudt, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LOS ALAMITOS)

I, Windmera Quintanar, MMC, City Clerk, of the City of Los Alamitos, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council held on the 21st day of June, 2021, by the following vote, to wit:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

Windmera Quintanar, MMC, City Clerk

[illegible]

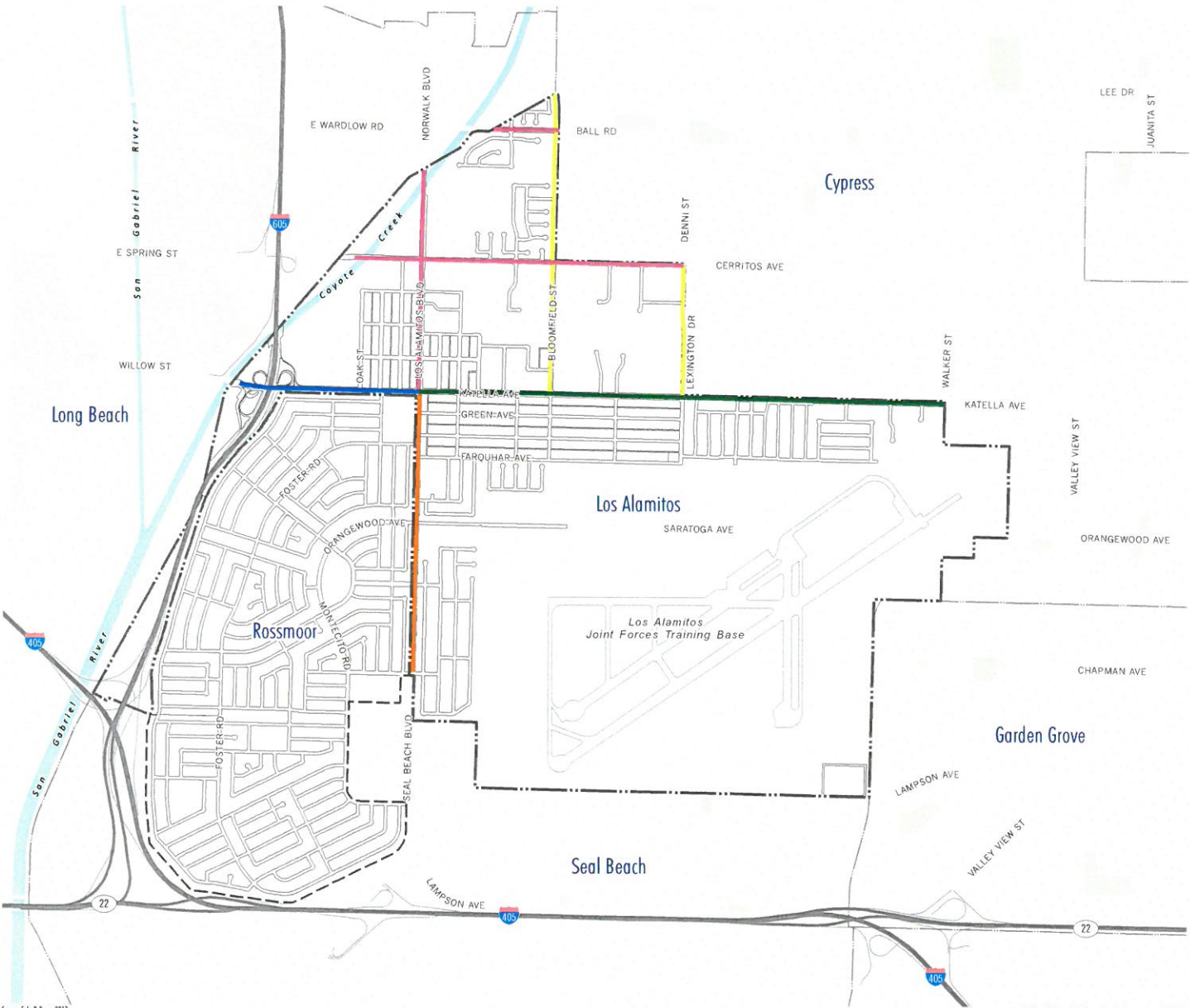
69	Denwood Ave									\$ -
70	Cherry St.			\$ 185,235						\$ 185,235
71	Reagan St.				\$ 14,760					\$ 14,760
72	Snark St.			\$ 7,392						\$ 7,392
73	Harrisburg Rd									\$ -
74	Pine St.				\$ 110,515					\$ 110,515
75	Thor Ave									\$ -
76	Orangewood Ave									\$ -
	District 4									
77	Howard Ave: Noel to Lexington; Bloomfield Ave: Katella to Farquhar	CDBG (\$270k), Gas Tax (\$13k)	\$ 283,000							\$ 283,000
78	Antietam Ave	Unfunded	\$ 112,500							\$ 112,500
79	Kearsarge Ave	Unfunded	\$ 100,000							\$ 100,000
	PROJECT TITLE	FUNDING SOURCE	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	TOTAL PROJECT COST
80	Siboney St	Unfunded	\$ 28,800							\$ 28,800
81	Katella Ave Frontage	Unfunded	\$ 13,500							\$ 13,500
82	Tripoli Ave			\$ 102,144						\$ 102,144
83	Mindora St			\$ 70,176						\$ 70,176
84	Bennington St			\$ 73,536						\$ 73,536
85	Howard Ave: Lexington to Bunker Hill									\$ -
86	Howard Ave: Bunker Hill to end									\$ -
87	Saratoga Dr									\$ -
88	Langley Dr			\$ 16,573						\$ 16,573
89	Essex Dr			\$ 15,925						\$ 15,925
90	Enterprise Dr			\$ 5,128						\$ 5,128
91	Midway Dr			\$ 15,925						\$ 15,925
92	Ticonderoga Dr									\$ -
93	Ranger Dr									\$ -
94	Tarawa Dr									\$ -
95	Bunker Hill Dr			\$ 17,872						\$ 17,872
96	Green Ave									\$ -
97	Lexington: Katella to JFTB			\$ 202,800						\$ 202,800
	District 5									
98	La Colmena Way									\$ -
99	Via De Ora									\$ -
100	Rossmoor Way			\$ 40,480						\$ 40,480
101	Cherry St.									\$ -
102	Reagan St.									\$ -
103	Pine St.									\$ -
104	Bradbury									\$ -
105	Paseo Bonito	Unfunded	\$ 27,952							\$ 27,952
106	Lampson Frontage	Unfunded	\$ 70,905							\$ 70,905
107	Lunar Dr.	Unfunded	\$ 49,416							

108	Olympic Dr.	Unfunded	\$ 66,120							
109	Satellite Dr.	Unfunded	\$ 30,798							
	FUNDING SOURCE FY 21-22 FY 22-23 FY 23-24 FY 24-25 FY 25-26 FY 26-27 FY 27-28 TOTAL PROJECT COST									
	Arterials									
110	Katella Ave.				\$ 1,206,365	\$ 1,206,365	\$ 1,206,365			\$ 3,619,095
111	Cerritos Ave.							\$ 735,108	\$ 735,108	\$ 1,470,216
112	Bloomfield Ave.						\$ 615,767	\$ 615,767		\$ 1,231,534
113	Lexington Ave.			\$ 116,025						\$ 116,025
114	Los Alamitos Blvd.									\$ -
	Parks									
115	Labourdette Park Play Structure	Unfunded	\$325,000							\$325,000
116	Roberts Park Play Structure	Unfunded	\$15,000	\$285,000						\$300,000
117	Sterns Park Play Structure			\$15,000	\$285,000					\$300,000
118	Stansbury Park Play Structure	Unfunded	\$15,000	\$335,000						\$350,000
119	Soroptomist Park Play Structure				\$15,000	\$285,000				\$300,000
120	Little Cottonwood Park - replace septic tank-larger tank								\$40,000	\$40,000
121	Little Cottonwood Park - Outdoor Exercise Equipment project							\$5,000	\$100,000	\$105,000
122	Little Cottonwood Park - ballfield renovation project							\$5,000	\$85,000	\$90,000
123	Little Cottonwood Park - widen/lighting walking path project							\$5,000	\$100,000	\$105,000
124	Little Cottonwood Park - concrete pads for picnic benches								\$25,000	\$25,000
125	Little Cottonwood Park - Irrigation & Turf Project							\$5,000	\$200,000	\$205,000
126	Laurel Park - Tennis Crts Project (resurface, mesh nets, lighting)	Unfunded	\$ 125,000							\$125,000
127	Laurel Park - Tennis Crts Project (expand tennis courts)					\$30,000	\$970,000			\$1,000,000
128	Laurel Park - Dog Park Project				\$10,000	\$90,000				\$100,000
129	Laurel Park - ballfield renovation project				\$5,000	\$70,000				\$75,000
130	Laurel Park - concrete pads for picnic benches					\$25,000				\$25,000
131	Orville R. Lewis Park - Picnic shelter Project			\$5,000	\$25,000					\$30,000
132	Orville R. Lewis Park - Irrigation & Turf Project			\$5,000	\$95,000					\$100,000
	Facilities/Infrastructure									
133	Highland Wall - Los Alamitos Blvd.					\$30,000	\$970,000			\$1,000,000
134	Median Project - Katella Ave.			\$ 35,000						\$35,000
135	Median Project - Los Alamitos Blvd. (Katella to Farquhar)			\$ 15,000						\$15,000
136	Bus Stop Cuts - Katella from 605 to Los Al Blvd.							\$25,000	\$325,000	\$350,000
	FUNDING SOURCE FY 21-22 FY 22-23 FY 23-24 FY 24-25 FY 25-26 FY 26-27 FY 27-28 TOTAL PROJECT COST									
137	City Entry Monuments Project					\$15,000	\$85,000			\$100,000
138	Pine Street Project (Town Center Mix Use Plan)						\$75,000	\$10,000,000		\$10,075,000
	JLL Study									
139	Install Emergency Lighting - buildings & Hallways			\$ 25,000	\$ 225,000					\$250,000
140	City Hall Sidewalk				\$ 15,000					\$15,000

141	Consultant - Emergency Fire Alarm System					\$ 20,000				\$20,000
142	Flooring for Youth Center, Community Center, Police	Unfunded	\$ 40,000							\$40,000
143	Demolition of PW/LATV Building	Unfunded	\$ 25,000							\$25,000
144	Storage Units	Unfunded	\$ 5,000							\$5,000
145	Modular Unit for PW	Unfunded	\$ 10,000							\$10,000
146	Council Chambers Flooring Project				\$5,000	\$20,000				\$25,000
147	Council Chambers Modernization Project (AV Equip)				\$5,000	\$70,000				\$75,000
148	Community Center - Painting Outside	Unfunded	\$ 12,000							\$12,000
149	Community Center - Painting Inside			\$25,000						\$25,000
150	Community Center - Activity Room Flooring (Dance floor)			\$5,000	\$95,000					\$100,000
151	Community Center - Activity Room Lighting			\$5,000	\$70,000					\$75,000
152	Community Center - ADA Stairs						\$10,000	\$30,000		\$40,000
153	Community Center - Lobby renovation - bar area	Unfunded	\$5,000	\$15,000						\$20,000
154	Community Center - Electrical Wiring project	Unfunded	\$10,000	\$40,000						\$50,000
155	Community Center - ADA front doors & Emergency Exit Door	Unfunded	\$ 20,000							\$20,000
156	Community Center - HVAC Upgrade				\$15,000	\$235,000				\$250,000
157	Community Center - Sound System/AV Upgrade	Unfunded	\$5,000	\$45,000						\$50,000
158	City Hall I Lobby Renovation			\$ 18,000						\$18,000
159	City Hall I - Painting inside					\$15,000				\$15,000
160	City Hall - Courtyard Renovation					\$10,000	\$65,000			\$75,000
161	City Hall I - HVAC Upgrade				\$7,500	\$125,000				\$132,500
162	City Hall Restroom Project (ADA) - include Council Chambers			\$5,000	\$20,000					\$25,000
	PROJECT TITLE FUNDING SOURCE FY 21-22 FY 22-23 FY 23-24 FY 24-25 FY 25-26 FY 26-27 FY 27-28 TOTAL PROJECT COST									
163	PW Garage Restroom Project							\$5,000	\$40,000	\$45,000
164	PW Garage Office Project (Flooring & Paint)							\$5,000	\$20,000	\$25,000
165	Police - Painting inside	Unfunded	\$ 20,000							\$20,000
166	Police - Holding cell remodel project					\$7,500	\$50,000			\$57,500
167	Police - Kitchen remodel project				\$5,000	\$45,000				\$50,000
168	Police - Training room remodel project	Unfunded	\$5,000	\$20,000						\$25,000
169	Police - Property Room remodel project			\$5,000	\$70,000					\$75,000
170	Police - Locker Room remodel project	Unfunded	\$10,000	\$205,000						\$215,000
171	Police - Lobby/WC remodel project			\$10,000	\$105,000					\$115,000
172	Police - HVAC Upgrade				\$7,500	\$125,000				\$132,500
	TOTAL		\$ 2,647,766	\$ 2,857,412	\$ 2,783,809	\$ 3,268,438	\$ 3,414,132	\$ 4,885,147	\$ 20,056,687	

Mobility & Circulation Element

Figure 6 Roadway Classifications

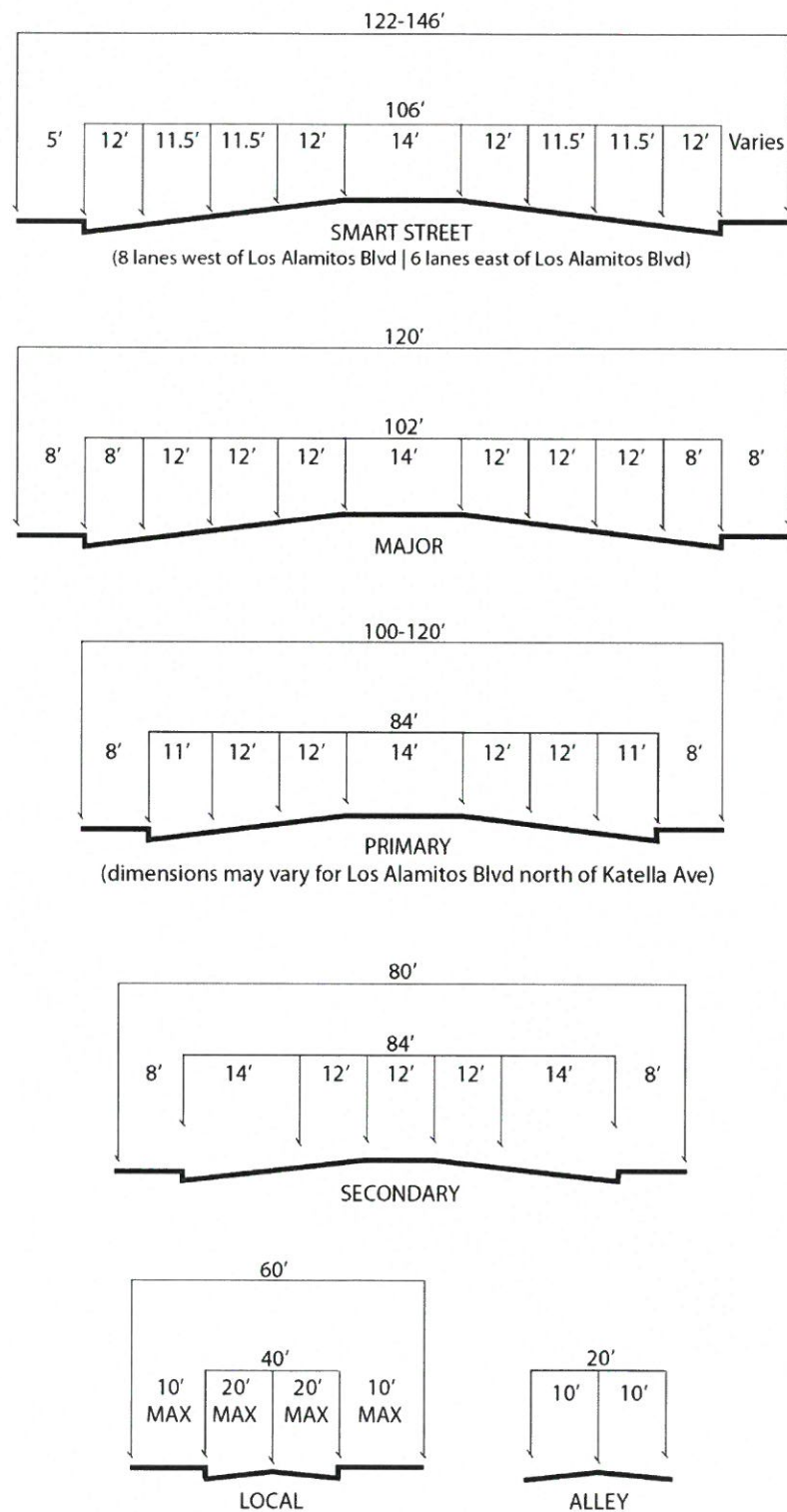


- Classification**
- Smart Street, 8 Lane (146 ft. ROW)
 - Smart Street, 6 Lane (122 ft. ROW)
 - Major Arterial (120 ft. ROW)
 - Primary Arterial (100 - 120 ft. ROW)
 - Secondary Arterial (80 ft. ROW)
 - City Boundary
 - Sphere of Influence
 - Other City Boundaries

Source: Fehr & Peers, 2013

CLA-01 : MC Figure 6 Roadway Classifications.mxd 9/29/2014

Figure 7. Arterial Highway Classifications: Typical Midblock Street Sections



IX. TRAFFIC IMPACT FEES

All non-exempt developments which contribute measurable traffic to one or more of the GMP intersections as listed in Section VI shall be subject to the following minimum Traffic Impact Fees established by City Council or subsequently revised by City Council:

<u>LAND USE</u>	<u>IMPACT FEE</u>
RESIDENTIAL	\$ 317.55 per dwelling →
INDUSTRIAL	\$ 0.31 per square foot
OFFICE	\$ 0.87 per square foot
COMMERCIAL	\$ 3.36 per square foot

To insure that the developments causing the most congestion pay proportionately higher fees, the actual development fee charged will be determined as follows:

$$\text{FEE} = (\text{UNIT FEE}) \times (\text{No. OF UNITS}) \times (1 + \text{PERCENT INCREASE IN ICU}^2)$$

For example, a single family residential development of 35 units which increases the ICU at a GME intersection from its baseline value of 0.82 to 0.93 (a 13% increase) would pay a fee of

$$\$317.55 \times (35) \times (1 + 0.13) = \$12,559$$

General office development of 10,000 square feet which increases the ICU at a GMP intersection from its baseline value of 0.77 to 0.90 (a 17% increase) would pay a fee of

$$\$0.87 \times (10,000) \times (1 + 0.17) = \$10,179$$

Fees collected above will be utilized for any future transportation project appearing on the Seven Year Capital Improvement Program.

In addition to the fees outlined above, all non-exempt developments which contribute measurable traffic to one or more of the intersections of the Deficient Intersection List as listed in Section VII shall be subject to a fee as determined by applying the formula listed in that section.

²Both the AM and PM ICU shall be calculated and the higher of the two shall govern. If more than one GMP intersection is affected, the increase in ICU will be determined by the higher intersection.

CITY OF LOS ALAMITOS

PAVEMENT MANAGEMENT PROGRAM

Residential & Arterial Streets 2021

PREPARED BY:



PREPARED FOR:

Public Works Department

Christopher Kelley, P.E.
City Engineer

CURRENT CONDITIONS:

The PCI is the conventional overall deterioration index provided in conformance with standard protocols of the U.S. Army Corps of Engineers (USACOE), which is the basis of the MicroPaver system that was adopted by the Orange County Transportation Authority (OCTA) for use in the Countywide Pavement Management Program Guidelines (December 2012).

The following table provides PCI ranges, along with corresponding standards for treatments that are suggested, however not required, for existing pavement conditions per the OCTA's Countywide Pavement Management Program Guidelines:

Table 1.1: Pavement Condition Index Qualitative Scale

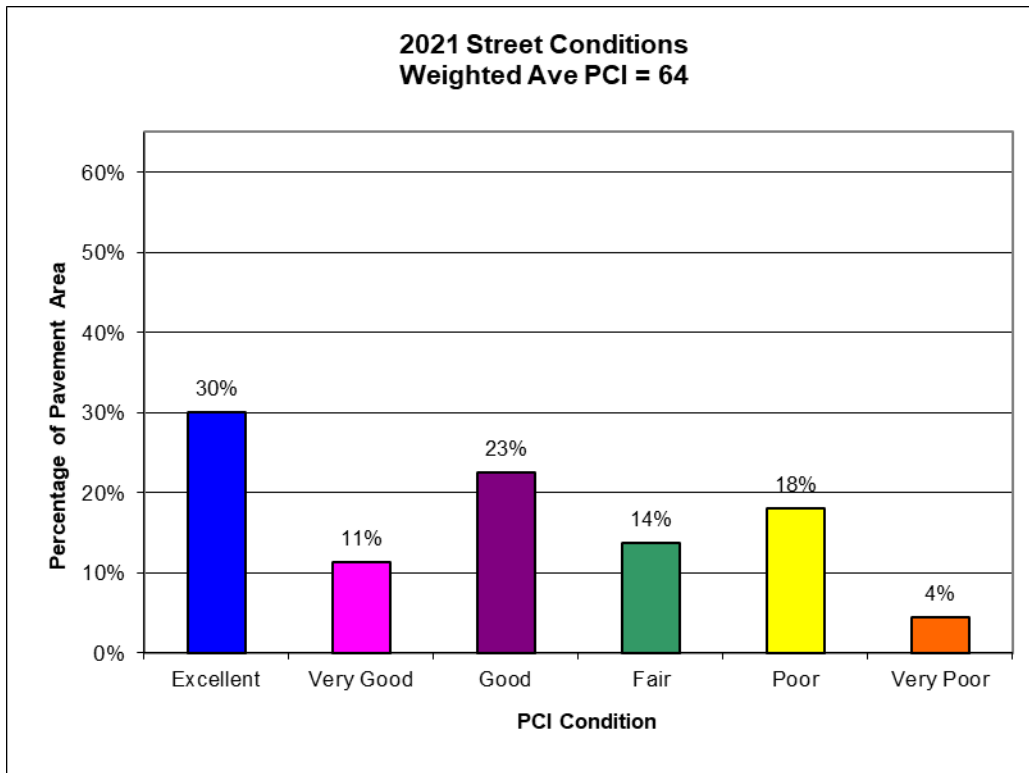
Pavement Quality	Threshold	Treatment
Excellent	100	None
Very Good	86 – 99	None
Good	75 – 85	Slurry Seal
Fair	60 – 74	Thin Overlay
Poor	41 – 59	Thick Overlay
Very Poor	0 – 40	Reconstruction

The Guidelines acknowledge that these standards for treatments are only intended to identify the types of treatments that OCTA will fund under the competitive grant program only, and are in no way to be construed as prescriptive. Local agencies are encouraged to choose appropriate treatments based on current technologies. For the Los Alamitos PMP, treatment strategies include overlay and slurry seals being applied taking into account the PCI ascertained using MicroPaver and processing distress data collected from the walking street survey.

A graph of the PCI groupings for the City of Los Alamitos streets is shown on the next page. The current overall average PCI is 64, which is considered “Fair” under the OCTA standard rankings. A PCI of 64 is not considered a desirable level for an average PCI of street pavements, though most cities in Southern California are near 60 and consider that to be a reasonable level. The Los Alamitos street network fits this profile. Taken separately, the current weighted average PCI for MPAH streets is at 56 and the remaining local streets are at 71, based on the results of the 2021 survey. It should be noted that previous reports had PCI values based on windshield surveys, which tend to report lighter distress quantities due to the nature of the observation. The walking survey provides more accurate distress quantity data, which has resulted in a significant reduction in the PCI average from the prior reporting period.

**City of Los Alamitos
PCI Average Summary Table**

Fiscal Year	Entire Network Weighted Ave PCI	MPAH Network Weighted Ave PCI	Local Network Weighted Ave PCI
2020-2021 (Current)	64	56	71

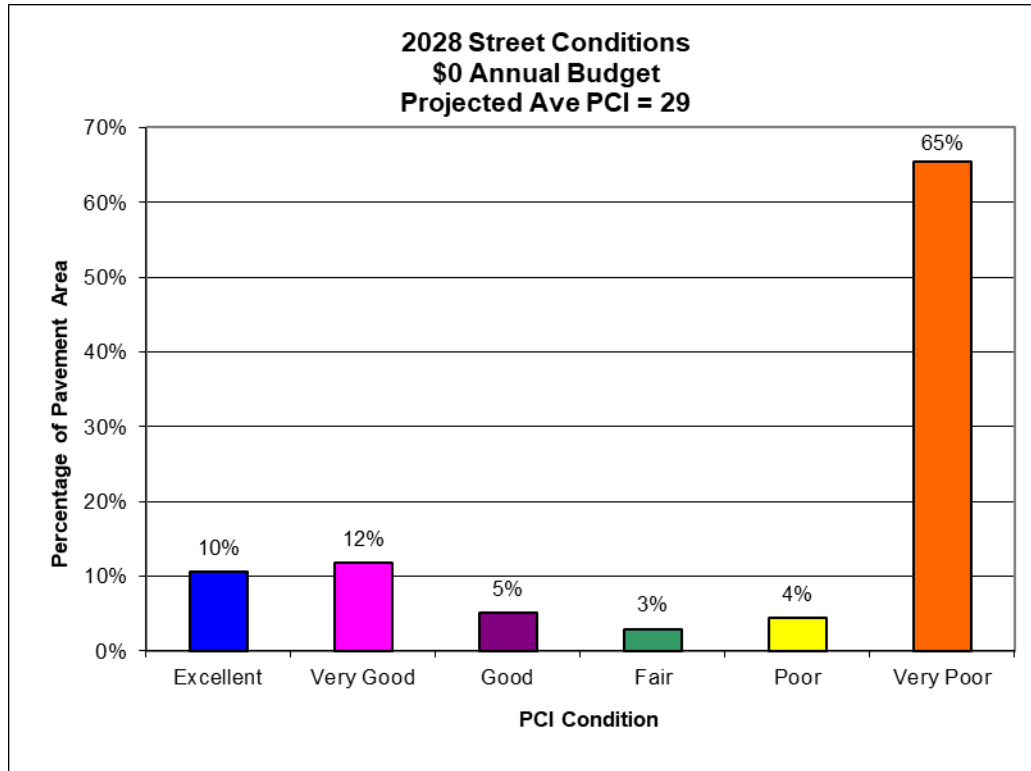


2021 Street Conditions PCI Values

PCI Condition	Percentage of Pavement Area
Excellent (PCI = 100)	30%
Very Good (PCI = 86-99)	11%
Good (PCI = 75-85)	23%
Fair (PCI = 60-74)	14%
Poor (PCI = 41-59)	18%
Very Poor (PCI = 0-40)	4%

PROJECTED PCI:

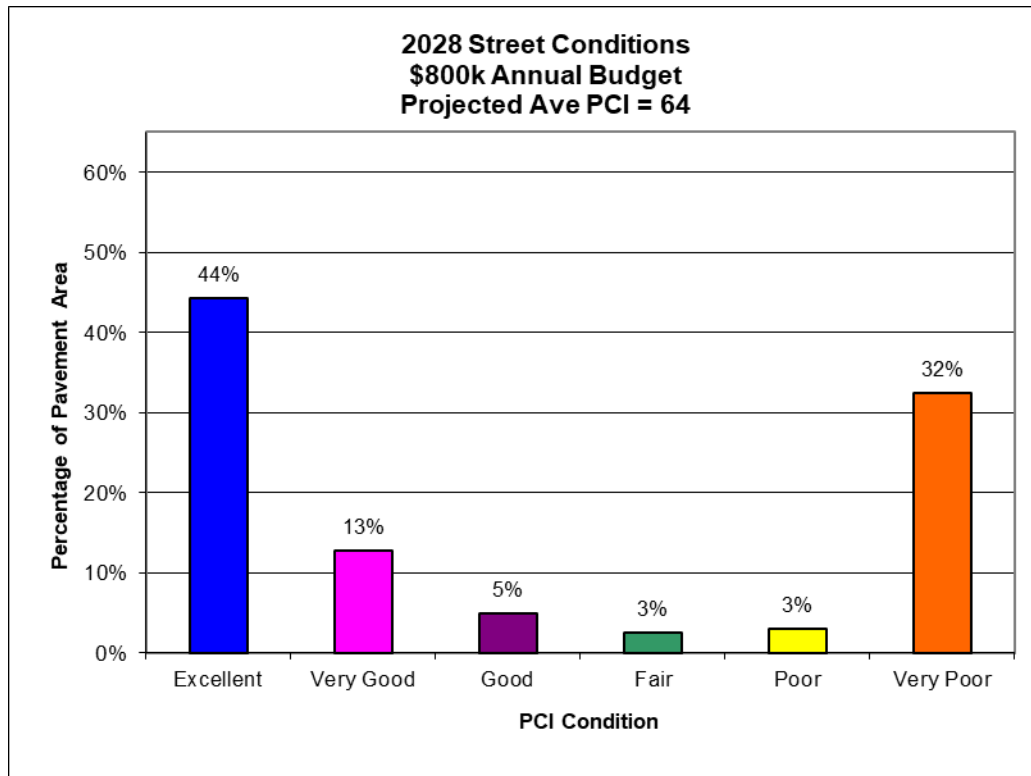
Different funding scenarios were applied across the pavement network to ascertain projected PCI weighted averages based on different funding levels. The following chart represents the projected PCI distribution after seven years, if no money is budgeted for street work. This provides a visual of why funding ongoing street rehabilitation and maintenance programs are essential to protecting the City's the street network.



2028 Street Conditions (\$0 Budget) PCI Values

PCI Condition	Percentage of Pavement Area
Excellent (PCI = 100)	10%
Very Good (PCI = 86-99)	12%
Good (PCI = 75-85)	5%
Fair (PCI = 60-74)	3%
Poor (PCI = 41-59)	4%
Very Poor (PCI = 0-40)	65%

An iterative process of applying different funding allocations and annual budget amounts was conducted to identify the “break-even point” for maintaining today’s average PCI over the next seven years. The following chart depicts the results of applying an \$800K annual budget to street projects:



2028 Street Conditions (\$800K Budget) PCI Values

PCI Condition	Percentage of Pavement Area
Excellent (PCI = 100)	44%
Very Good (PCI = 86-99)	13%
Good (PCI = 75-85)	5%
Fair (PCI = 60-74)	3%
Poor (PCI = 41-59)	3%
Very Poor (PCI = 0-40)	32%

Therefore, a minimum funding level of \$800K annual is identified as that which is necessary to maintain the existing average network PCI over the next seven years. In addition, it was identified that a funding level of \$900K annual will cause the PCI to increase by 32 points over the next seven years.

7- Year Budget Summary

Amount	Scenario	Calculation
\$3.15 Million	Current	\$450K * 7 Years
\$5.6 Million	Maintain	\$800K * 7 Years
\$10.15 Million	Improve	\$1.45M * 7 Years

Due to constraints on available funding for pavement work, the City typically budgets between \$300K and \$450K annually for arterial and residential street projects. Using a \$450K annual funding level results in the following project average PCI for the next seven years:

Fiscal Year	Plan Year	Entire Network Weighted Ave PCI (\$450K)	MPAH Network Weighted Ave PCI (\$450K)	Local Network Weighted Ave PCI (\$450K)	Entire Network Weighted Ave PCI (\$1.450M)
2020-2021 (Current)	0	64	56	71	64
2021-2022	1	67	57	71	72
2022-2023	2	63	49	72	75
2023-2024	3	60	40	74	79
2024-2025	4	57	32	76	83
2025-2026	5	54	25	75	87
2026-2027	6	51	18	77	93
2027-2028	7	48	13	73	96

SUMMARY RESULTS:

The following table summarizes the statistics of the Los Alamitos PMP. The pavement condition analysis and treatment strategy assignment results in an identified backlog of street rehabilitation at \$13.46 Million, using PCI solely for strategy assignments. A listing of street segments which comprises the City of Los Alamitos arterial street network along with the corresponding pavement rating, street classification, treatment strategy and associated cost is provide in Appendix 1 attached to this report.

OVERALL INVENTORY				TOTAL REPLACEMENT COSTS			
	Total Areas SF	Length (in miles)		Cost per SF	Total		
Local Streets	3,938,813	20.86		\$ 6.00	\$ 23,632,878		
MPAH	3,115,122	11.78		\$ 9.00	\$ 28,036,098		
All Roadways	7,053,935	32.6			\$ 51,668,976		
MAJOR MAINTENANCE INVENTORY				PREVENTATIVE MAINTENANCE INVENTORY			
	Total Costs	Length (in miles)	% of Total		Total Costs	Length (in miles)	% of Total
Local Streets	\$ 4,836,323	9.47	45.4%	Local Streets	\$ 177,170	1.87	9.0%
MPAH	\$ 8,629,817	10.49	89.0%	MPAH	\$ 94,962	0.37	3.1%
All Roadways	\$ 13,466,140	19.95	61.1%	All Roadways	\$ 272,132	2.24	6.9%

In conformance with OCTA requirements, a strategy has been developed to reduce the backlog of arterial street preservation work over the next 7 years to the greatest degree possible within the City's budgetary parameters. The seven year pavement management plan is included in Appendix 2 of this report.

CONCLUSIONS

The City of Los Alamitos street network is in "Fair" condition with an overall average PCI of 64. The arterial street network is in slightly better condition than the residential streets; which is to be expected as there tend to be more funding sources for maintaining arterials streets.

The backlog of major and minor maintenance for the entire street network is estimated at just over \$13.46M at this time. A projection of various budget plans resulted in identification of an \$800k dollar annual budget for maintaining average PCI about the same over the next seven years. At the current funding levels, it is estimated that the PCI will gradually decline over the next seven years. Additionally, a funding level of \$1.45M will drastically increase the PCI over the next 7 years by raising the average PCI by 32 points.

An alphabetic listing of the overall street network is provided in Appendix 1 to this report. The recommended seven year pavement management plan is provided in Appendix 2 to this report. The required PMP Certification is provided in Appendix 3 to this report. The Quality Control/Quality Assurance Plan for this endeavor is provided in Appendix 4 to this report. The backlog by year of unfunded rehabilitation and maintenance is included in Appendix 5 to this report.

APPENDIX 1

LOS ALAMITOS 2021 PMP

OVERALL LIST OF STREETS

LOS ALAMITOS 2021 PMP
OVERALL LIST OF STREETS

Section ID	Name	From	To	Length	Width	Lanes	True Area	PCI	Treatment	Cost	Section Rank	Functional Class	Date Inspected
40	Antietam Ave	Bennington St	Mindora St	1,004	32	2	32,128	30	Thick Overlay	\$96,384	E	Local	4/1/2021
41	Apollo Cir	Lunar Dr	E END	350	21	2	7,350	58	Thin Overlay	\$14,700	E	Local	4/1/2021
1	Ball Road	Bloomfield St W/S	W City Limits	1,245	80	4	99,600	99	None	\$0	A	MPAH	4/1/2021
42	Barbi Ln	N CDS	Denwood Ave	473	32	2	19,670	100	None	\$0	E	Local	4/1/2019
45	Bennington St	Antietam Ave	Howard Ave	766	32	2	24,512	30	Thick Overlay	\$73,536	E	Local	4/1/2021
2	Bloomfield St	Katella Ave	Farquhar Ave	1,250	32	2	40,000	48	Thick Overlay	\$140,000	B	MPAH	4/1/2021
3	Bloomfield St	Cerritos Ave S/S	Katella Ave N/S	2,530	60	5	151,800	35	Thick Overlay	\$531,300	B	MPAH	4/1/2021
4	Bloomfield St	N City Limit	Cerritos Ave N/S	3,315	65	4	215,475	67	Thin Overlay	\$560,235	B	MPAH	4/1/2021
5	Bradbury Rd	Los Alamitos Blvd	Pine St	460	48	2	22,080	67	Slurry	\$11,040	C	Local	4/1/2021
263	Bradbury Rd	Pine St	Cherry St	610	32	2	19,520	96	None	\$0	E	Local	4/1/2021
269	Briggeman Dr	Los Alamitos Blvd	Reagan St	770	32	2	24,640	46	Thick Overlay	\$73,920	E	Local	4/1/2021
270	Briggeman Dr	Reagan St	E END	325	27	2	8,775	100	None	\$0	E	Local	4/1/2019
52	Bunkerhill Dr	Katella Frontage Rd	Howard Ave	1,117	32	2	35,744	71	Slurry	\$17,872	E	Local	4/1/2021
272	Calle Lee	Cerritos Ave	SW CDS	910	36	2	36,283	37	Thick Overlay	\$126,991	B	MPAH	4/1/2021
54	Carlsbad Cir	W END	Satellite Dr	352	21	2	7,392	45	Thick Overlay	\$22,176	E	Local	4/1/2021
56	Catalina St	Chestnut St	Los Alamitos Blvd	306	36	2	11,016	56	Thin Overlay	\$22,032	E	Local	4/1/2021
57	Catalina St	Los Alamitos Blvd	Reagan St	847	33	2	27,951	63	Thin Overlay	\$55,902	E	Local	4/1/2021
59	Catalina St	Walnut St	Chestnut St	395	33	2	13,035	30	Thick Overlay	\$39,105	E	Local	4/1/2021
60	Catalina St	Oak St	Walnut St	425	33	2	14,025	37	Thick Overlay	\$42,075	E	Local	4/1/2021
61	Catalina St	Reagan St	Cherry St	395	33	2	13,035	61	Thin Overlay	\$26,070	E	Local	4/1/2021
264	Catalina St	Cherry St	Kyle St	985	32	2	31,520	44	Thick Overlay	\$94,560	E	Local	4/1/2021
6	Cerritos Ave	W City Limit	Los Alamitos Blvd E/S	1,685	74	4	124,690	34	Thick Overlay	\$436,415	A	MPAH	4/1/2021
8	Cerritos Ave	Bloomfield St E/S	Santa Clara St W/S	1,450	80	3	116,000	64	Thin Overlay	\$301,600	A	MPAH	4/1/2021
9	Cerritos Ave	Los Alamitos Blvd E/S	Bloomfield St E/S	2,615	80	5	209,200	28	Thick Overlay	\$732,200	A	MPAH	4/1/2021
289	Cerritos Ave	Santa Clara St W/S	Lexington Dr W/S	1,115	80	4	89,200	100	None	\$0	A	MPAH	4/1/2019
62	Cherry St	Farquhar Ave	Thor Ave	1,129	33	2	37,257	100	None	\$0	E	Local	4/1/2019
63	Cherry St	Catalina St	Katella Ave	1,165	53	2	61,745	41	Thick Overlay	\$185,235	E	Local	4/1/2021
64	Cherry St	N CDS	Kempton Dr	2,403	32	2	80,966	93	None	\$0	E	Local	4/1/2021
65	Chestnut St	Catalina St	Florista St	621	42	2	26,082	36	Thick Overlay	\$78,246	E	Local	4/1/2021
66	Chestnut St	Cerritos Ave	Catalina St	1,346	33	2	44,418	36	Thick Overlay	\$133,254	E	Local	4/1/2021
287	Chestnut St	Florista St	320' s/o Florista St	475	42	2	19,950	98	None	\$0	E	Local	4/1/2021
288	Chestnut St	320' s/o Florista St	Katella Ave	215	42	2	9,030	95	None	\$0	E	Local	4/1/2021
273	Corporate Center	Calle Lee	Lexington Dr	890	36	2	32,040	37	Thick Overlay	\$112,140	B	MPAH	4/1/2021
75	Del Norte Way	Cerritos Ave	N CDS	477	33	2	19,924	54	Thin Overlay	\$39,848	E	Local	4/1/2021
77	Denwood Ave	Rochelle St	Kelly Ln	1,218	32	2	38,976	100	None	\$0	E	Local	4/1/2019
79	El Dorado Way	N CDS	San Joaquin Ave	293	33	2	13,852	59	Thin Overlay	\$27,704	E	Local	4/1/2021
80	Enterprise Dr	Green Ave	Howard Ave	910	35	2	31,850	95	None	\$0	E	Local	4/1/2021
81	Enterprise Dr	Katella Ave	Green Ave	293	35	2	10,255	80	Slurry	\$5,128	E	Local	4/1/2021
260	Enterprise Dr	Howard Ave	S END	149	35	2	5,215	87	None	\$0	E	Local	4/1/2021
82	Essex Dr	Green Ave	Howard Ave	910	35	2	31,850	71	Slurry	\$15,925	E	Local	4/1/2021
83	Farnham Ave	N City Limit	Kinmount St	333	32	2	10,656	88	None	\$0	E	Local	4/1/2021
10	Farquhar Ave	Lexington Dr W/S	Bloomfield St E/S	2,575	35	2	90,125	56	Thin Overlay	\$180,250	C	Local	4/1/2021
11	Farquhar Ave	Bloomfield St E/S	Los Alamitos Blvd E/S	2,600	35	2	91,000	100	None	\$0	C	Local	4/1/2019
84	Fenley Dr	W CDS	Kaylor Ave	1,248	32	2	44,119	29	Thick Overlay	\$132,357	E	Local	4/1/2021

LOS ALAMITOS 2021 PMP
OVERALL LIST OF STREETS

Section ID	Name	From	To	Length	Width	Lanes	True Area	PCI	Treatment	Cost	Section	Functional	Date Inspected
											Rank	Class	
12	Florista St	Oak St	Los Alamitos Blvd	1,100	52	2	57,200	62	Thin Overlay	\$114,400	C	Local	4/1/2021
90	Florista St	Pine St	Alley	180	48	2	8,640	54	Thin Overlay	\$17,280	E	Local	4/1/2021
91	Florista St	Reagan St	Cherry St	425	53	2	22,525	56	Thin Overlay	\$45,050	E	Local	4/1/2021
265	Florista St	Kyle St	Bloomfield St	475	36	2	17,100	41	Thick Overlay	\$51,300	E	Local	4/1/2021
283	Florista St	Alley	Reagon St	180	53	2	9,540	54	Thin Overlay	\$19,080	E	Local	4/1/2021
284	Florista St	Los Alamitos Blvd	Pine St	340	45	2	15,300	50	Thin Overlay	\$30,600	E	Local	4/1/2021
97	Glacier Cir	Olympic Dr	S END	255	21	2	5,355	46	Thick Overlay	\$16,065	E	Local	4/1/2021
98	Green Ave	Bloomfield St	Noel St	1,337	33	2	44,121	54	Thin Overlay	\$88,242	E	Local	4/1/2021
99	Green Ave	Saratoga Dr	Midway Dr	1,185	35	2	41,475	74	Slurry	\$20,738	E	Local	4/1/2021
100	Green Ave	Reagan St	Maple St	1,185	33	2	39,105	45	Thick Overlay	\$117,315	E	Local	4/1/2021
101	Green Ave	Noel St	Lexington Dr	1,306	33	2	43,098	54	Thin Overlay	\$86,196	E	Local	4/1/2021
102	Green Ave	Maple St	Bloomfield St	670	33	2	22,110	45	Thick Overlay	\$66,330	E	Local	4/1/2021
103	Green Ave	Los Alamitos Blvd	Reagan St	786	33	2	25,938	54	Thin Overlay	\$51,876	E	Local	4/1/2021
104	Green Ave	Midway Dr	Ticonderoga Dr	273	34	2	9,282	79	Slurry	\$4,641	E	Local	4/1/2021
106	Harrisburg Rd	Los Alamitos Blvd	Reagan St	953	33	2	31,449	100	None	\$0	E	Local	4/1/2019
108	Holden Cir	Fenley Dr	NE CDS	513	32	2	21,566	61	Thin Overlay	\$43,132	E	Local	4/1/2021
110	Howard Ave	Maple St	Bloomfield St	669	33	2	22,077	41	Thick Overlay	\$66,231	E	Local	4/1/2021
111	Howard Ave	Lexington Dr	Enterprise Dr	1,157	35	2	40,495	71	Slurry	\$20,248	E	Local	4/1/2021
112	Howard Ave	Reagan St	Maple St	1,185	33	2	39,105	100	None	\$0	E	Local	4/1/2019
113	Howard Ave	Enterprise Dr	Ticonderoga Dr	625	35	2	21,875	96	None	\$0	E	Local	4/1/2021
114	Howard Ave	Noel St	Lexington Dr	1,306	33	2	43,098	26	Thick Overlay	\$129,294	E	Local	4/1/2021
115	Howard Ave	Bloomfield St	Noel St	1,337	33	2	44,121	49	Thick Overlay	\$132,363	E	Local	4/1/2021
116	Howard Ave	Bennington St	E END	1,246	32	2	39,872	33	Thick Overlay	\$119,616	E	Local	4/1/2021
117	Howard Ave	Los Alamitos Blvd	Reagan St	788	33	2	26,004	49	Thick Overlay	\$78,012	E	Local	4/1/2021
280	Howard Ave	Ticonderoga Dr	Bennington St	1,100	32	2	35,200	93	None	\$0	E	Local	4/1/2021
118	Humbolt St	Myra Ave	San Joaquin Way	1,277	37	2	47,249	100	None	\$0	E	Local	4/1/2019
120	Humbolt St	San Joaquin Way	Cerritos Ave	218	37	2	8,066	100	None	\$0	E	Local	4/1/2019
274	Humbolt St	Cerritos Ave	SE CDS	1,200	40	2	51,847	56	Thin Overlay	\$103,694	E	Local	4/1/2021
122	Interior Cir	Lampson Frontage Rd	N END	230	21	2	4,830	47	Thick Overlay	\$14,490	E	Local	4/1/2021
13	Katella Ave EB	Lexington Dr E/S	Siboney St	3,300	37	3	122,100	12	Reconstruct	\$671,550	B	MPAH	4/1/2021
14	Katella Ave EB	I-605 Off Ramp	Los Alamitos Blvd W/S	2,650	45	4	119,250	68	Thin Overlay	\$310,050	B	MPAH	4/1/2021
16	Katella Ave EB	Los Alamitos Blvd E/S	Bloomfield St E/S	2,680	41	3	109,880	49	Thick Overlay	\$384,580	B	MPAH	4/1/2021
18	Katella Ave EB	Bloomfield St E/S	Lexington Dr E/S	2,645	42	3	111,090	67	Thin Overlay	\$288,834	B	MPAH	4/1/2021
21	Katella Ave EB	Siboney St	Walker St	2,010	43	3	86,430	62	Thin Overlay	\$224,718	B	MPAH	4/1/2021
15	Katella Ave WB	Los Alamitos Blvd	I-605 On Ramp	2,650	44	3	116,600	67	Thin Overlay	\$303,160	B	MPAH	4/1/2021
17	Katella Ave WB	Bloomfield St E/S	Los Alamitos Blvd E/S	2,680	40	3	107,200	46	Thick Overlay	\$375,200	B	MPAH	4/1/2021
19	Katella Ave WB	Siboney St E/S	Lexington Dr E/S	3,265	33	3	107,745	16	Reconstruct	\$592,598	B	MPAH	4/1/2021
22	Katella Ave WB	Walker St	Siboney St	2,010	43	3	86,430	68	Thin Overlay	\$224,718	B	MPAH	4/1/2021
24	Katella Ave WB	Lexington Dr E/S	Bloomfield St E/S	2,645	42	3	111,090	30	Thick Overlay	\$388,815	B	MPAH	4/1/2021
259	Katella Frontage Rd	Ticonderoga Dr	E END	898	30	2	26,940	93	None	\$0	E	Local	4/1/2021
124	Kaylor Ave	Ball Rd	North City Limit	257	32	2	8,224	99	None	\$0	E	Local	4/1/2021
125	Kaylor Ave	Ball Rd	Toland Cir	143	37	2	5,291	58	Thin Overlay	\$10,582	E	Local	4/1/2021
126	Kaylor Ave	Toland Cir	Fenley Dr	509	37	2	18,833	26	Thick Overlay	\$56,499	E	Local	4/1/2021
266	Kaylor St	Catalina St	Katella Ave	910	36	2	32,760	100	None	\$0	E	Local	4/1/2019

LOS ALAMITOS 2021 PMP
OVERALL LIST OF STREETS

Section ID	Name	From	To	Length	Width	Lanes	True Area	PCI	Treatment	Cost	Section	Functional	Date Inspected
											Rank	Class	
128	Kearsarge Ave	Bennington St	Mindora St	1,033	32	2	33,056	37	Thick Overlay	\$99,168	E	Local	4/1/2021
129	Kelly Ln	N CDS	Denwood Ave	509	32	2	20,822	100	None	\$0	E	Local	4/1/2019
130	Kempton Dr	Paseo Bonita	Cherry St	1,007	32	2	32,224	92	None	\$0	E	Local	4/1/2021
131	Kings St	Myra Ave	San Mateo Ave	1,112	37	2	41,144	100	None	\$0	E	Local	4/1/2019
132	Kinmount St	Maple St	Farnham Ave	579	32	2	18,528	99	None	\$0	E	Local	4/1/2021
135	Kyle St	Kinmount St	S CDS	146	32	2	9,696	99	None	\$0	E	Local	4/1/2021
267	Kyle St	Catalina St	Florista St	480	36	2	17,280	64	Thin Overlay	\$34,560	E	Local	4/1/2021
136	La Colmena Way	Pine St	E CDS	638	32	2	24,485	94	None	\$0	E	Local	4/1/2021
261	Lampson Frontage Rd	Lunar Dr	Satellite Dr	815	29	2	23,635	54	Thin Overlay	\$47,270	E	Local	4/1/2021
138	Langley Dr	Green Ave	Howard Ave	947	35	2	33,145	71	Slurry	\$16,573	E	Local	4/1/2021
140	Lassen St	N CDS	San Joaquin Way	220	33	2	11,914	100	None	\$0	E	Local	4/1/2019
275	Lexington Dr	Cerritos Ave	560' s/o Corporate Ctr	1,300	26	2	33,800	26	Thick Overlay	\$118,300	B	MPAH	4/1/2021
285	Lexington Dr	560' s/o Corporate Ctr	Katella Ave	1,310	26	2	34,060	26	Thick Overlay	\$119,210	B	MPAH	4/1/2021
149	Linda Way	N CDS	Denwood Ave	510	32	2	20,854	100	None	\$0	E	Local	4/1/2019
26	Los Alamitos Blvd	Katella Ave S/S	Florista St	550	98	6	53,900	74	Thin Overlay	\$140,140	B	MPAH	4/1/2021
28	Los Alamitos Blvd N/B	Farquhar Ave N/S	Katella Ave S/S	1,235	47	3	58,045	95	None	\$0	B	MPAH	4/1/2021
30	Los Alamitos Blvd N/B	Rossmoor Way N/S	Farquhar Ave N/S	2,520	45	3	113,400	59	Thick Overlay	\$396,900	B	MPAH	4/1/2021
33	Los Alamitos Blvd N/B	City Limit	Cerritos Ave N/S	1,765	84	4	148,260	74	Thin Overlay	\$385,476	B	MPAH	4/1/2021
35	Los Alamitos Blvd N/B	Bradbury Rd N/S	Rossmoor Way N/S	1,775	37	3	65,675	60	Thin Overlay	\$170,755	B	MPAH	4/1/2021
27	Los Alamitos Blvd S/B	Katella Ave S/S	Farquhar Ave N/S	1,235	47	3	58,045	55	Thick Overlay	\$203,158	B	MPAH	4/1/2021
29	Los Alamitos Blvd S/B	Farquhar Ave N/S	Rossmoor Way N/S	2,520	45	3	113,400	71	Thin Overlay	\$294,840	B	MPAH	4/1/2021
31	Los Alamitos Blvd S/B	Rossmoor Way N/S	Bradbury Rd N/S	1,775	38	3	67,450	49	Thick Overlay	\$236,075	B	MPAH	4/1/2021
290	Los Alamitos Blvd S/B	Cerritos Ave S/S	Florista St	1,938	98	5	189,924	75	Slurry	\$94,962	B	MPAH	4/1/2021
276	Los Vaqueros	Cerritos Ave	SW CDS	960	36	2	38,517	57	Thin Overlay	\$77,034	E	Local	4/1/2021
151	Lunar Dr	Olympic Dr	Lampson Frontage Rd	568	29	2	16,472	54	Thin Overlay	\$32,944	E	Local	4/1/2021
152	Maple St	Katella Ave	Farquhar Ave	1,275	32	2	40,800	26	Thick Overlay	\$122,400	E	Local	4/1/2021
153	Maple St	Farquhar Ave	Denwood Ave	691	32	2	22,112	100	None	\$0	E	Local	4/1/2019
154	Maple St	Kinmount St	S CDS	250	32	2	13,150	79	Slurry	\$6,575	E	Local	4/1/2021
156	Marion Ave	Kings St	E CDS	365	33	2	16,579	100	None	\$0	E	Local	4/1/2019
158	Midway Dr	Green Ave	Howard Ave	910	35	2	31,850	81	Slurry	\$15,925	E	Local	4/1/2021
159	Midway Dr	Katella Ave	Green Ave	291	35	2	10,185	98	None	\$0	E	Local	4/1/2021
160	Mindora St	Antietam Ave	Howard Ave	731	32	2	23,392	48	Thick Overlay	\$70,176	E	Local	4/1/2021
167	Myra Ave	Humbolt St	E CDS	703	33	2	27,733	100	None	\$0	E	Local	4/1/2019
168	Noel St	Katella Ave	Farquhar Ave	1,310	32	2	41,920	100	None	\$0	E	Local	4/1/2019
277	Noel St	NE CDS	Katella Ave	815	41	2	37,598	54	Thin Overlay	\$75,196	E	Local	4/1/2021
170	Oak St	Sausalito St	Catalina St	659	46	2	30,314	40	Thick Overlay	\$90,942	E	Local	4/1/2021
171	Oak St	Catalina St	Katella Ave	1,311	46	2	60,306	48	Thick Overlay	\$180,918	E	Local	4/1/2021
172	Olympic Dr	Lunar Dr	Satellite Dr	760	29	2	22,040	54	Thin Overlay	\$44,080	E	Local	4/1/2021
175	Orangewood Ave	Los Alamitos Blvd	E END	1,280	32	2	40,960	89	None	\$0	B	MPAH	4/1/2021
177	Paseo Bonita	Bradbury Rd	Kempton Dr	801	32	2	25,632	95	None	\$0	E	Local	4/1/2021
178	Paseo Bonita	N CDS	Rossmoor Way	400	32	2	16,757	92	None	\$0	E	Local	4/1/2021
179	Paseo Bonita	Rossmoor Way	Bradbury Rd	1,747	32	2	55,904	90	None	\$0	E	Local	4/1/2021
180	Pine St	La Colmena Way	Rossmoor Way	1,021	32	2	32,672	96	None	\$0	E	Local	4/1/2021
181	Pine St	Rossmoor Way	Kempton	2,257	32	2	72,224	91	None	\$0	E	Local	4/1/2021

LOS ALAMITOS 2021 PMP
OVERALL LIST OF STREETS

Section ID	Name	From	To	Length	Width	Lanes	True Area	PCI	Treatment	Cost	Section	Functional	Date Inspected
											Rank	Class	
182	Pine St	Farquhar Ave	Harrisburg Ave	910	33	2	30,030	47	Thick Overlay	\$90,090	E	Local	4/1/2021
183	Pine St	Catalina St	Florista St	480	53	2	25,440	100	None	\$0	E	Local	4/1/2019
281	Pine St	Florista St	175' s/o Florista St	175	32	2	5,600	51	Thin Overlay	\$11,200	E	Local	4/1/2021
282	Pine St	175' s/o Florista St	Katella Ave	410	45	2	18,450	66	Slurry	\$9,225	E	Local	4/1/2021
278	Portal Dr	NW CDS	Katella Ave	865	40	2	38,557	96	None	\$0	E	Local	4/1/2021
186	Rainier Cir	Lampson Frontage Rd	N END	230	21	2	4,830	38	Thick Overlay	\$14,490	E	Local	4/1/2021
187	Ranger Dr	Katella Frontage Rd	Howard Ave	1,105	32	2	35,360	91	None	\$0	E	Local	4/1/2021
188	Reagan St	Catalina St	Katella Ave	1,165	53	2	61,745	62	Thin Overlay	\$123,490	E	Local	4/1/2021
190	Reagan St	La Colmena Way	Rossmoor Way	1,023	32	2	32,736	96	None	\$0	E	Local	4/1/2021
191	Reagan St	Bradbury Rd	Kempton Dr	1,238	32	2	39,616	96	None	\$0	E	Local	4/1/2021
192	Reagan St	Farquhar Ave	Harrisburg Ave	837	33	2	27,621	100	None	\$0	E	Local	4/1/2019
193	Reagan St	Katella Ave	Farquhar Ave	1,311	32	2	41,952	17	Reconstruct	\$230,736	E	Local	4/1/2021
194	Reagan St	Rossmoor Way	Bradbury Rd	1,019	32	2	32,608	99	None	\$0	E	Local	4/1/2021
288	Reagan St	Briggeman Dr	Catalina St	820	36	2	29,520	74	Slurry	\$14,760	E	Local	4/1/2021
195	Rochelle St	Farquhar Ave	Denwood Ave	728	32	2	23,296	100	None	\$0	E	Local	4/1/2019
36	Rossmoor Way	Los Alamitos Blvd	Pine St	460	44	2	20,240	55	Thin Overlay	\$40,480	C	Local	4/1/2021
198	Rossmoor Way	Pine St	Cherry St	608	32	2	19,456	96	None	\$0	E	Local	4/1/2021
199	San Bonito Ave	Kings St	Bloomfield St	638	37	2	23,606	100	None	\$0	E	Local	4/1/2019
200	San Joaquin St	El Dorado Way	Del Norte Way	246	33	2	8,118	47	Thick Overlay	\$24,354	E	Local	4/1/2021
201	San Joaquin St	Humbolt St	E CDS	273	33	2	13,543	100	None	\$0	E	Local	4/1/2019
202	San Joaquin St	Lassen St	Humbolt St	186	33	2	6,138	100	None	\$0	E	Local	4/1/2019
203	San Mateo Ave	Humbolt St	E CDS	610	33	2	24,664	100	None	\$0	E	Local	4/1/2019
211	Saratoga Dr	Katella Ave	Howard Ave	1,237	35	2	43,295	95	None	\$0	E	Local	4/1/2021
212	Satellite Dr	Olympic Dr	Lampson Frontage Rd	531	29	2	15,399	99	None	\$0	E	Local	4/1/2021
213	Sausalito St	Oak St	Walnut St	425	33	2	14,025	12	Reconstruct	\$77,138	E	Local	4/1/2021
215	Sausalito St	Walnut St	Chestnut St	395	33	2	13,035	15	Reconstruct	\$71,693	E	Local	4/1/2021
216	Sausalito St	Chestnut St	Los Alamitos Blvd	308	33	2	10,164	74	Slurry	\$5,082	E	Local	4/1/2021
271	Serpentine Dr	Los Alamitos Blvd	Reagan St	840	32	2	26,880	71	Slurry	\$13,440	E	Local	4/1/2021
218	Shasta Ave	Kings St	E CDS	457	33	2	19,615	100	None	\$0	E	Local	4/1/2019
37	Siboney St	Antietam Ave N/S	Katella Ave S/S	400	36	2	14,400	61	Thin Overlay	\$28,800	C	Local	4/1/2021
223	Sierra Cir	N CDS	Cerritos Ave	293	33	2	13,738	100	None	\$0	E	Local	4/1/2019
224	Snark St	Harrisburg Rd	Thor Ave	218	33	2	7,194	95	None	\$0	E	Local	4/1/2021
225	Snark St	N END	Harrisburg Ave	112	33	2	3,696	64	Thin Overlay	\$7,392	E	Local	4/1/2021
226	Tarawa Dr	Katella Frontage Rd	Howard Ave	1,120	32	2	35,840	93	None	\$0	E	Local	4/1/2021
227	Thor Ave	Snark St	Cherry St	942	33	2	31,086	95	None	\$0	E	Local	4/1/2021
228	Ticonderoga Dr	Katella Ave	Howard Ave	1,262	32	2	40,384	93	None	\$0	E	Local	4/1/2021
229	Toland Ave	Fenley Dr	Kaylor Ave	1,225	33	2	40,425	40	Thick Overlay	\$121,275	E	Local	4/1/2021
230	Toland Cir	Kaylor Ave	E CDS	425	33	2	20,961	33	Thick Overlay	\$62,883	E	Local	4/1/2021
231	Tripoli Ave	Bennington St	Mindora St	1,064	32	2	34,048	30	Thick Overlay	\$102,144	E	Local	4/1/2021
279	Via El Mercado	Katella Ave	S CDS	335	46	2	19,479	88	None	\$0	E	Local	4/1/2021
235	Vicksburg Cir	Olympic Dr	S END	257	21	2	5,397	48	Thick Overlay	\$16,191	E	Local	4/1/2021
236	Vista De Ora	Reagan St	E CDS	397	32	2	16,773	97	None	\$0	E	Local	4/1/2021

LOS ALAMITOS 2021 PMP
OVERALL LIST OF STREETS

Section ID	Name	From	To	Length	Width	Lanes	True Area	PCI	Treatment	Cost	Section Rank	Functional Class	Date Inspected
237	Walnut ST	Sausalito St	Catalina St	656	33	2	21,648	36	Thick Overlay	\$64,944	E	Local	4/1/2021
238	Walnut ST	Catalina St	Florista ST	615	43	2	26,445	49	Thick Overlay	\$79,335	E	Local	4/1/2021
239	Walnut ST	Florista ST	Katella Ave N/S	586	56	2	32,816	89	None	\$0	E	Local	4/1/2021
38	Winners Cir	Katella Ave	S CDS	750	42	2	36,650	86	None	\$0	C	Local	4/1/2021

APPENDIX 2

LOS ALAMITOS 2021 PMP

SEVEN YEAR PAVEMENT MANAGEMENT PLAN

LOS ALAMITOS 2021 PMP
SEVEN YEAR PAVEMENT MANAGEMENT PLAN

Fiscal Year	Section ID	Name	From	To	Length	Width	Lanes	True Area	PCI	Treatment	Cost	Section Rank	Functional Class	Date Inspected
2021-22	13	Katella Ave EB	Lexington Dr E/S	Siboney St	3,300	37	3	122,100	12	Reconstruct	\$ 671,550	B	MPAH	4/1/2021
					Total Area (SF) =			122,100		Year 1 Budget:	\$ 671,550			
2022-23	213	Sausalito St	Oak St	Walnut St	425	33	2	14,025	12	Reconstruct	\$ 77,138	E	Local	4/1/2021
2022-23	215	Sausalito St	Walnut St	Chestnut St	395	33	2	13,035	15	Reconstruct	\$ 71,693	E	Local	4/1/2021
					Total Area (SF) =			27,060		Year 2 Budget:	\$ 148,830			
2023-24	19	Katella Ave WB	Siboney St E/S	Lexington Dr E/S	3,265	33	3	107,745	16	Reconstruct	\$ 592,598	B	MPAH	4/1/2021
					Total Area (SF) =			107,745		Year 3 Budget:	\$ 592,598			
2024-25	193	Reagan St	Katella Ave	Farquhar Ave	1,311	32	2	41,952	17	Reconstruct	\$ 230,736	E	Local	4/1/2021
2024-25	114	Howard Ave	Noel St	Lexington Dr	1,306	33	2	43,098	26	Thick Overlay	\$ 129,294	E	Local	4/1/2021
2024-25	152	Maple St	Katella Ave	Farquhar Ave	1,275	32	2	40,800	26	Thick Overlay	\$ 122,400	E	Local	4/1/2021
					Total Area (SF) =			125,850		Year 4 Budget:	\$ 482,430			
2025-26	275	Lexington Dr	Cerritos Ave	560' s/o Corporate	1,300	26	2	33,800	26	Thick Overlay	\$ 118,300	B	MPAH	4/1/2021
2025-26	285	Lexington Dr	560' s/o Corporate	Katella Ave	1,310	26	2	34,060	26	Thick Overlay	\$ 119,210	B	MPAH	4/1/2021
2025-26	24	Katella Ave WB	Lexington Dr E/S	Bloomfield St E/S	2,645	42	3	111,090	30	Thick Overlay	\$ 388,815	B	MPAH	4/1/2021
					Total Area (SF) =			178,950		Year 5 Budget:	\$ 626,325			
2026-27	9	Cerritos Ave	Los Alamitos Blvd	Bloomfield St E/S	2,615	80	5	209,200	28	Thick Overlay	\$ 732,200	A	MPAH	4/1/2021
					Total Area (SF) =			209,200		Year 6 Budget:	\$ 732,200			
2027-28	126	Kaylor Ave	Toland Cir	Fenley Dr	509	37	2	18,833	26	Thick Overlay	\$ 56,499	E	Local	4/1/2021
2027-28	84	Fenley Dr	W CDS	Kaylor Ave	1,248	32	2	44,119	29	Thick Overlay	\$ 132,357	E	Local	4/1/2021
2027-28	40	Antietam Ave	Bennington St	Mindora St	1,004	32	2	32,128	30	Thick Overlay	\$ 96,384	E	Local	4/1/2021
2027-28	45	Bennington St	Antietam Ave	Howard Ave	766	32	2	24,512	30	Thick Overlay	\$ 73,536	E	Local	4/1/2021
					Total Area (SF) =			119,592		Year 7 Budget:	\$ 358,776			

APPENDIX 3

Pavement Management Program (PMP)

Certification



APPENDIX F

Pavement Management Plan Certification

The City/County of Los Alamitos certifies that it has a Pavement Management Plan in conformance with the criteria stated in the Orange County Transportation Authority Ordinance No.3. This ordinance requires that the Pavement Management Plan be in place and maintained to qualify for allocation of revenues generated from renewed Measure M (M2).

The plan was developed by Willdan Engineering * using MicroPaver, a pavement management system, conforming to American Society for Testing and Materials (ASTM) Standard D6433, and contains, at a minimum, the following elements:

- Inventory of MPAH and local routes reviewed and updated biennially. The last update of the inventory was completed on 30-May, 2021 for Arterial (MPAH) streets and 30-May, 2021 for local streets.
- Assessment of pavement condition for all routes in the system, updated biennially. The last field review of pavement condition was completed 15-Apr, 2021.
- Percentage of all sections of pavement needing:
Preventive Maintenance 6.8, Rehabilitation 60.3, Reconstruction 4.6
- Budget needs for preventative maintenance, rehabilitation and/or reconstruction or deficient sections of pavement for:
Current biennial period \$ 1,600,000, Following biennial period \$ 1,600,000
- Funds budgeted or available for Preventative Maintenance, Rehabilitation and/or Reconstruction.
Current biennial period \$ 900,000, Following biennial period \$ 900,000
- Backlog by year of unfunded pavement rehabilitation, restoration, and reconstruction needs.
- The Pavement Management Plan is consistent with countywide pavement condition assessment standards as described in the OCTA Countywide Pavement Management Plan Guidelines adopted by the OCTA Board of Directors.

* An electronic copy of the Pavement Management Plan with Micro Paver or StreetSaver compatible files has been or will be submitted with the certification statement.

A copy of this certification is being provided to the Orange County Transportation Authority.

Submitted by:

Christopher Kelley

Name (Print)

City Engineer

Title

City of Los Alamitos

Jurisdiction

Signature

Date



APPENDIX F

Pavement Management Plan Certification

A Pavement Management Plan (PMP) is a plan to manage the preservation, rehabilitation, and maintenance of paved roads by analyzing pavement life cycles, assessing overall system performance costs, and determining alternative strategies and costs necessary to improve paved roads. Local agencies are required to update their PMP on a biennial basis. MicroPAVER or StreetSaver will be used for countrywide consistency. The software must be consistent with American Standard for Testing and Materials (ASTM) Standard D6433. Local agencies are required to submit a PMP unbound "hard copy" including: (See Chapter 3)

Local agencies must submit the following to OCTA:		Page(s) in PMP	Submitted
PMP Agency Submittal Checklist (See Appendix A)		App. 3	☒
PMP certification (See Appendix B)		App. 3	☒
QA/QC plan (See Appendix C and Section 2.4)		App. 4	☒
Pavement management data files in a form useable by OCTA (See Section 2.8)		App. 1	☒
Average (weighted by area) Pavement Condition Index for:			
i.	Entire pavement network	3	☒
ii.	Master Plan of Arterial Highways (MPAH) roadways	3	☒
iii.	Local streets	3	☒
Projected PCI under existing funding levels over App. 2 seven years for: App. 3			
i.	Entire pavement network	6	☒
ii.	MPAH roadways	6	☒
iii.	Local streets	6	☒
Seven-year plan for road maintenance and rehabilitation based on current and projected budget, identifying street sections selected for treatment. Specific data to be submitted are:			
i.	Street name	App. 2	☒
ii.	Limits of work	App. 2	☒
iii.	Lengths, widths	App. 2	☒
iv.	Pavement Areas:		
	1. Each street	App. 2	☒
	2. Total area for local streets	App. 2	☒
	3. Total area for MPAH roadways	App. 2	☒
	4. Total area for entire public streets network	App. 2	☒
v.	Functional classification (i.e. MPAH or local street)	App. 2	☒
vi.	PCI and most recent date of inspection (See Section 2.2)	App. 2	☒
vii.	Type of treatment	App. 2	☒
viii.	Cost of treatment	App. 2	☒
ix.	Year of treatment	App. 2	☒
Alternative funding levels required to:			
i.	Maintain existing average network PCI	4-5	☒
ii.	To improve average network PCI	4-5	☒
Backlog by year of unfunded pavement rehabilitation, restoration, reconstruction, and maintenance needs.		App. 5	☒
Centerline mileage for MPAH, local streets, and total network.		1	☒
Percentage of total network in each of the five condition categories based on centerline miles.		1	☒

APPENDIX 4

Quality Control/Quality Assurance Plan

For City of Los Alamitos 2021 PMP Update

Submitted to:
Orange County Transportation Authority
550 South Main Street
P.O. Box 14184
Orange, CA 92863-1584

June 30, 2021

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1. INTRODUCTION

When performing data collection in any field, the need for quality control is paramount as it is essential for accurate planning, analysis and design. This is particularly true for collecting pavement distress data for a pavement management system.

The QC/QAQA Plan establishes minimum quality standards for performance and procedures for updates of the pavement management system.

Pavement raters are always “retrained” at the beginning of any rating assignment by our pavement engineer in charge of database development. They are coached and tested on ratings the first morning, and their progress rechecked and verified within a few hours thereafter. The process will involve an independent rating by our engineer shortly after ratings by pavement raters. This process of quality assurance rating will continue for the first 3 or 4 days.

1.1 Objectives

This document constitutes a formal Quality Control Plan (QCP) for the City of Los Alamitos. It was prepared on May 15, 2021.

Specifically, it is intended for the 2021 Pavement Management Update. The focus is on the collection of network-level pavement distress data (defined by NCHRP Synthesis 401 *Quality Management of Pavement Data Collection*, as "Network-level data collection involves collection of large quantities of pavement condition data, which is often converted to individual condition indices or aggregated into composite condition indices.")

This document also addresses the QC plan requirements of the Orange County Transportation Authority (OCTA)'s "Countywide Pavement Management Program – Guidelines Manual" (section 2.4), adopted in May 2010.

1.2 Structure of QC Plan

The following components are addressed in this QC Plan:

- Condition survey procedures used
- Accuracy required for data collection
- Inspector qualifications and experience
- Safety

2. *QUALITY CONTROL PLAN*

2.1 *Condition Survey Procedures*

The governing document in performing condition surveys for the Los Alamitos is ASTM D6433 *"Standard Practice for Roads and Parking Lots Pavement Condition Index Surveys."* Both asphalt concrete (AC) and Portland cement concrete (PCC) pavements are included in this protocol.

The following distresses are collected for asphalt concrete pavement throughout the City:

1. Alligator (fatigue) cracking	11. Patching and utility cut patching
2. Bleeding	12. Polished aggregate
3. Block cracking	13. Potholes
4. Bumps and sags	14. Railroad crossing
5. Corrugation	15. Rutting
6. Depression	16. Shoving
7. Edge cracking	17. Slippage cracking
8. Joint reflection cracking	18. Swell
9. Lane/Shoulder drop off	19. Weathering
10. Longitudinal & Transverse cracking	20. Raveling

There are generally no exceptions to these protocols for the City of Los Alamitos rating efforts. Rating forms are used to capture all of the distresses listed above with a high level of accuracy.

All surveys are performed as walking surveys, and a minimum 20% sampling rate is utilized. Field crews are typically composed of a one-person crew on residential streets and some collectors, and up to two-person crews for major arterials, depending on traffic volumes and speeds. The safety of field personnel is paramount in all instances.

The sample unit selected must be representative of the entire pavement section. This assumes that the section is homogenous; if it is not homogeneous, then the section must be split according to the criteria agreed upon by the agency. Typically, the criteria used are:

- Pavement condition
- Construction age, if known
- Maintenance history, if known
- Traffic volumes (or functional classification as a surrogate)
- Surface types (e.g. asphalt concrete or Portland cement concrete)
- Geometric elements (e.g. widths)

Any modifications to the section inventory data are documented in the pavement management report.

A sample unit must be between 2,500 ± 1,000 square feet in conformance with ASTM 06433 protocols. Typical sample unit dimensions are minimum of 100 feet long by the width of the street. Streets that are wider than 40 feet wide will have shorter lengths (generally 50 to 100 feet) or if they are divided by a raised median, separate sample units will be taken in each direction. Any pavement areas that are not representative of the section will be noted and surveyed as an additional sample unit.

2.2 Accuracy Required for Data Collection

The accuracy required for data collection has several components, including the following:

- Supervisory proofing is provided on a spot-check basis throughout the assignment by our pavement engineer at a level of 25% of street centerline mileage.
- Data is first output to a spreadsheet to which formulas are attached to verify completeness and reasonableness of data. Sort and search macros are performed along with additional formulas to further verify field contents of the database.
- After assimilation of the database on the spreadsheet is complete and verified on an automated basis, our pavement engineer scans, and searches for inconsistencies, prior to any use of the data.
- Various query routines are run to provide groups of streets with same characteristics to verify functionality of the database for consistency in general. Only at that point is the data considered usable.
- After our pavement engineer prepares the information output reports, various staff members review these reports, for overall usefulness and meaningfulness.
- Independent proofreaders review all written documentation with both laymen and engineering backgrounds prior to publishing.
- The following two components, which are further described in the following paragraphs:
 - Re-inspections
 - PCI comparisons with past surveys

2.2.1 Random and Systematic Re-Inspections

A minimum of 5% of the total sample units will be re-inspected and this 5% will be selected based on both a random and systematic basis. All re-inspections are made by an engineer or inspector other than the original inspector.

Random Re-inspections

Random re-inspections will include a representative selection across the following categories:

- Functional classes (i.e. arterials, collectors, locals);
- Surface types (e.g. asphalt concrete or Portland cement concrete);
- Pavement conditions (e.g. good, fair, poor);
- Inspectors;
- Geographical areas, if applicable.

Systematic Re-inspections

For systematic re-inspections, this could be due to noticed trends such as specific treatment types (e.g. open-graded mixes), a specific inspector or geographical area. In such cases, more than 5% will be re-inspected.

Acceptability Criteria

At the time of re-inspection, the actual distresses will be re-inspected and verified, and any corrections made, if necessary. Distress types and severities must be the same, and re-measured quantities within $\pm 10\%$ of the original measured quantity.

If corrections are required on more than 10% of the re-inspected sample unit, then an additional 5% will be re-inspected. This will continue until more than 95% of the re-inspected sections meet the acceptability criteria.

2.2.2 PCI Comparison with Past Surveys

As another level of quality control, the new PCIs are compared with the previous PCIs. If they differ by more than ± 10 PCI points, these sections are automatically flagged for further investigation.

If PCI Increases 10 points

The section is investigated to see if a maintenance and rehabilitation event has occurred since the last survey, but which has not been recorded. Typically, it may include activities such as:

- Crack sealing activities- changes medium or high severity cracking to low severity
- Patching activities- alligator cracking that has been removed and patched, so that the resultant PCI is increased.
- Surface seals
- Overlay
- Others

Therefore, an up to date maintenance and rehabilitation history file in the MicroPAVER Database is desirable, both for historical accuracy as well as to provide additional quality control.

If PCI decreases 10 points

The section is checked to see if the average deterioration rate (usually 3 to 4 points per year) is exceeded. If the drop in PCI is within range of what is acceptable, no further action is required. If the drop is more than the acceptable range, a re-inspection will be performed. The default performance curves in the MicroPAVER program form the basis for what is acceptable.

2.3 Inspectors Qualifications and Experience

The Los Alamitos inspectors have attended formal training on pavement condition distress surveys. This training was conducted prior to performing any work using the ASTM 06433 protocols, consistent with OCTA's requirements.

Inspector:
Mohsen Soumi

Dates of Training:
Feb, 2002 & Annual

Conducted by:
Willdan Engineering

Resumes of technicians utilized are included in the Attachment.

3. SAFETY PROCEDURES

The City of Los Alamitos administers a health and safety program in compliance with the Cal OSHA Title VIII, Section 3203. Generally, the safety procedures include:

- Inspectors to wear a Class 2 safety vest at all times;
- Flashing beacon on all vehicles utilized for surveys; and
- Stopped vehicles to be parked at locations away from moving traffic (e.g. nearby parking, shoulders, etc.).

On streets where there is a high volume of traffic or high speeds, additional measures may be necessary, such as:

- Surveys to occur during off-peak periods or on weekends;
- Additional inspector to watch out for traffic; and
- Traffic flaggers in extreme cases

*QA/QC Plan Attachment:
Resume of Field Inspector*

Mohsen Soumi

Pavement Rater

Mr. Soumi has provided pavement rating and reconstruction repair marking and recording for thousands of miles of streets in many cities throughout Southern California over the last two decades. Mr. Soumi has demonstrated the consistent, methodical and meticulous workmanship on all of his projects. He was originally trained for using the ASTM 06433 protocols for pavement rating in 2002; and receives retraining on these protocols on an annual basis since then.

Project Experience

Pavement Management System Project Experience

Mr. Soumi has provided pavement rating services to update the following City's pavement management systems.

- **City of Los Alamitos, FY 2015-2016, FY 2018-19, FY 2020-21 Pavement Management System Update** Mr. Soumi provided pavement rating services to update the City of Los Alamitos' pavement management system, which includes 32 centerline miles of streets.
- **City of Moreno Valley, FY 2014-2015 Pavement Management System Update** Mr. Soumi provided pavement rating services to update the City of Moreno Valley's pavement management system, which includes 489.5 centerline miles of streets.
- **City of Ridgecrest, FY2015-16 Pavement Management System Update.** Mr. Soumi provided pavement rating services to update the City of Ridgecrest's pavement management system, which includes 120 centerline miles of streets.
- **City of South Gate, 2008, 2011 and 2014 Pavement Management System Updates.** Mr. Soumi provided pavement rating services to update the City of South Gate's pavement management system, which includes 123.5 centerline miles of streets.
- **City of Temecula, 2008 Pavement Management System Update.** Mr. Soumi provided pavement rating services to update the City of Temecula's pavement management system, including over 2,000 street segments.
- **City of Rancho Palos Verdes, 2008 Pavement Management System Update.** Mr. Soumi provided pavement rating services to update the City of Rancho Palos Verdes' pavement management system with over 700 street segments.
- **City of Paramount, 2009 and 2012, 2016 Pavement Management System Updates.** Mr. Soumi provided pavement rating services to update the City of Paramount's pavement management system, which includes 81.5 centerline miles of streets.
- **City of Lomita, 2006 Pavement Management System.** Mr. Soumi provided pavement rating services to create the City of Lomita's pavement management system with over 300 segments.
- **City of Rolling Hills Estates, 2008, 2011, 2014, 2017, 2020 Pavement Management System Updates.** Mr. Soumi provided pavement rating services to update the City of Rolling Hills pavement management system with over 400 street segments.
- **City of Hawaiian Gardens, 2008 Pavement Management System.** Mr. Soumi provided pavement rating services to update the City of Hawaiian Garden's pavement management system with over 200 street segments.
- **City of Rosemead, 2004 Pavement Management System.** Mr. Soumi provided pavement rating services to update the City of Rosemead's pavement management system with over 600 street segments.
- **City of Agoura Hills, 2004 Pavement Management System.** Mr. Soumi provided pavement rating services to update the City of Agoura Hills' pavement management system with over 500 street segments.
- **Pavement Engineering Design Project Experience**
- **City of Lakewood, 2009 Citywide ARRA Arterial Street Rehabilitation Project.** Mr. Soumi provided reconstruction repair marking and recording for this arterial street rehabilitation project.
- **City of Paramount, 2009 Alondra Street ARRA Arterial Rehabilitation Project.** Mr. Soumi provided reconstruction repair marking for this arterial street rehabilitation project.

Education

High School Graduate

Glendale Community College and Long Beach Community College, Engineering and Architectural Major

29 Years' Experience

Pavement Rating and Street Design

APPENDIX 5

Unfunded Backlog by Year

For City of Los Alamitos 2021 PMP Update

The City of Los Alamitos
2021 Pavement Management System Update
Unfunded Backlog

Fiscal Year	Minor Maintenance Backlog	Major Maintenance Backlog	Total Maintenance Backlog
2021-2022 (Current Backlog)	\$ 272,132	\$ 13,466,140	\$ 13,738,272
2022-2023	\$ 272,132	\$ 12,794,590	\$ 13,066,722
2023-2024	\$ 272,132	\$ 12,645,760	\$ 12,917,892
2024-2025	\$ 272,132	\$ 12,053,163	\$ 12,325,295
2025-2026	\$ 272,132	\$ 11,570,733	\$ 11,842,865
2026-2027	\$ 272,132	\$ 10,944,408	\$ 11,216,540
2027-2028	\$ 272,132	\$ 10,212,208	\$ 10,484,340

* This table represents the the current backlog projected through the next 7 years with the proposed budgetper fiscal year. The backlog is projected for the next 7 years while deducting the proposed project list with the anticipated budget as a reduction of the current backlog.

City of Los Alamitos

CITY COUNCIL AGENDA REPORT

MEETING DATE: June 21, 2021

ITEM NUMBER: 10G

To: Mayor Mark A. Chirco & Members of the City Council

**Presented By: Police Chief Eric R. Nuñez
Captain Wayne Byerley, Support Services**

**Subject: Professional Services Agreement for Crossing Guard Services
with All City Management Services (ACMS)**

SUMMARY

The City of Los Alamitos has outsourced crossing guard services to All City Management Services (ACMS) since FY 2016-2017. ACMS has successfully and effectively provided crossing guard services since that time. Staff is supportive of continuing this relationship and has secured an agreement with ACMS to continue this service into the next fiscal year.

RECOMMENDATION

Authorize the Mayor to execute Amendment 2 to the Professional Services Agreement for crossing guard services with All City Management Services in the amount of \$108,304.56, for a period of four years, ending June 30, 2022, unless extended by mutual written agreement.

BACKGROUND

Until FY 2016-2017, the City of Los Alamitos Police Department had managed and supervised an in-house crossing guard program since its inception. The program provided the Los Alamitos Unified School District's students with safer routes to and from school. The Cities of Los Alamitos, Seal Beach, and the community of Rossmore have children who attend Los Alamitos School District grade schools and middle schools. The students and community have directly benefited from this program.

In fall 2018, the City and entered into a Professional Services Agreement for crossing guard services with All City Management Services, Inc., which was subsequently amended on July 1, 2019 to provide for the continuation of services through Fiscal Year 2000/2021. All City Management Services has mirrored or exceeded the level of service provided by the prior in-house program.

All City Management Services is the only nationwide company specifically and exclusively providing school crossing guard services. Their Corporate Office is in Santa Fe Springs, California but also has offices in Nevada, Texas, Kansas, and New York.

The primary focus of their business model is to assume responsibility for the task and challenges of privatizing and managing a successful crossing guard program. They have 30 years of experience and lead the crossing guard industry in the development of crossing guard standards for training, supervision and safety.

ACMS assumes the responsibility for personnel and recruitment, background and security clearance, training, payroll, providing substitutes, supervision, handling of complaints, problem resolution, site safety inspections and communicating with schools.

ACMS continuously conducts site safety inspections throughout the school year. ACMS will observe the crossing locations during the school year to provide them a clear and accurate understanding of the traffic patterns and related safety concerns to complete a thorough assessment in order to make recommendations of changes to service levels when necessary.

DISCUSSION

Unless amended, the Professional Services Agreement with ACMS will expire June 30, 2021. The proposed Amendment No. 2 would extend the term of the agreement until June 30, 2022. Additionally, Amendment No. 2 includes an increase to ACMS' hourly rate from \$22.08 to \$23.94. This is largely due to increases in the minimum wage rates and associated personnel costs for payroll tax, Workers Compensation, and liability insurance, training, etc.

FISCAL IMPACT

The proposed annual cost for ACMS crossing guard services for FY 2021-2022 is \$108,304.56. Sufficient funds have been requested in the Police Department's proposed Fiscal Year 2021-2022 budget.

Submitted By: Eric R. Nuñez, Chief of Police

Fiscal Impact Reviewed by: Craig Koehler, Interim Finance Director

Approved by: Chet Simmons, City Manager

Attachments:

- 1. Amendment 2*
- 2. Amendment 1*
- 3. 2018 Professional Service Agreement*

**AMENDMENT No. 2 TO THE PROFESSIONAL SERVICES AGREEMENT
All City Management Services, Inc.**

This Amendment No. 2 to Professional Services Agreement (“Amendment”) is made and entered into on this 1st day of July, 2021 by and between the City of Los Alamitos, a California charter city and municipal corporation, (“City”) and, All City Management Services, Inc., a Corporation (“Firm”).

RECITALS

A. City and Firm entered into that certain Professional Services Agreement for crossing guard services on October 23, 2016, which was subsequently amended by that certain Amendment No. 1 to Professional Services Agreement on July 1, 2019 (collectively, the “Agreement”), which is incorporated herein by this reference.

B. City and Consultant desire to amend the Agreement to extend the term of the agreement, update the cost proposal and potential maximum annual costs, subject to the terms and provisions of this Amendment.

NOW, THEREFORE, City and Consultant mutually agree as follows:

1. Section 3 of the Agreement is hereby amended and restated in its entirety to read as follows:

3.4 Term. Unless earlier terminated as provided elsewhere in this Agreement, this Agreement shall commence upon the Effective Date and shall continue in full force and effect for a period of four years, ending June 30, 2022, unless extended by mutual written agreement of the Parties to a maximum of three (3) additional one-year terms.

2. Exhibit “A” (Proposal/Scope of Services) to the Agreement is hereby repealed and replaced by Exhibit A to this Amendment.

3. Except as expressly modified above, all terms and conditions of the Agreement shall remain unchanged and in full force and effect.

4. The persons executing this Amendment on behalf of the parties hereto warrant that they are duly authorized to execute this Amendment on behalf of said parties and that by so executing the parties are formally bound to the provisions of this Amendment.

IN WITNESS WHEREOF, the Parties have executed and entered into this Amendment as of the date first written above.

“City”

City of Los Alamitos

By: _____

Mark Chirco
Mayor

APPROVED AS TO FORM.

ATTEST:

Woodruff, Spradlin & Smart, APC

By: _____

Michael S. Daudt
City Attorney

By: _____

Windmera Quintanar, MMC
City Clerk

“Firm”

All City Management Services, Inc.

By: _____

Baron Farwell
General Manager

By: _____

Demetra Farwell
Corporate Secretary/Director of
Administrative Services



May 26, 2021

Maria O'Connell
3201 Katella Ave.
Los Alamitos, CA 90720

Dear Captain,

It is once again the time of the year when many agencies are formulating their budgets for the coming fiscal year. Toward that end, please allow this letter to serve as confirmation of our interest in extending our agreement for providing School Crossing Guard Services through the 2021-2022 fiscal year.

As you may know the California mandated minimum wage increases continue to drive pricing. Effective, January 1, 2021 minimum wages increased \$1.00 and effective January 1, 2022 they will increase another \$1.00. For each dollar of wages paid there is approximately .35 cents in variable cost associated with the wages, this includes Employer Taxes, Work Comp Insurance and Liability Insurance.

To keep pace with these mandated increases we must request an increase in your billing rate from \$22.08 to \$23.94 for the 2021-2022 fiscal year. To facilitate the calculation of the annual program cost we have developed and included with this letter a Client Worksheet. This Worksheet is our best estimation of the hours and cost of your program based on the current schedules and the proposed price increase.

While we remain committed to providing a safe, cost-effective and professional School Crossing Guard Program we hope you will find this new pricing acceptable. If you have any questions or need additional information, please contact me at (800) 540-9290. Take care.

Sincerely,

Baron Farwell,
General Manager

All City Management Services Inc.

Client Worksheet 2021 - 2022

Department: 705

Billing Rate for 2021/2022: \$23.94

City of Los Alamitos
3201 Katella Ave.
Los Alamitos, CA 90720

KEY:

Traditional Calendar:

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

Summer School

For schools with Summer School sessions use 19 days

Sites with traditional calendar:

		6		180		\$23.94	=	\$25,855.20
2	Sites at 3.0 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		
		10.5		180		\$23.94	=	\$45,246.60
3	Sites at 3.5 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		
		8		180		\$23.94	=	\$34,473.60
2	Sites at 4.0 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

Summer School Sites

		6		19		\$23.94	=	\$2,729.16
2	Sites at 3.0 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

TOTAL PROJECTED HOURS

4524

TOTAL ANNUAL PROJECTED COST

\$108,304.56

AMENDMENT No. 1 TO PROFESSIONAL SERVICES AGREEMENT
All City Management Services, Inc.

This Amendment No. 1 to Professional Services Agreement (“Amendment”) is made and entered into on this 1st day of July 2019 by and between the City of Los Alamitos, a California charter city and municipal corporation, (“City”) and, All City Management Services, Inc., a Corporation (“Firm”).

RECITALS

A. City and Firm entered into that certain Professional Services Agreement for crossing guard services on July 1, 2018 (“Agreement”), which is incorporated herein by this reference.

B. City and Consultant desire to amend the Agreement to extend the term of the agreement, update the cost proposal and potential maximum annual cost, subject to the terms and provisions of this Amendment.

NOW, THEREFORE, City and Consultant mutually agree as follows:

1. Section 3 of the Agreement is hereby amended and restated in its entirety to read as follows:

3.4 “Expiration Date”: June 30, 2021”

2. Attachments 1- 4 to this Amendment are hereby appended and made a part of Exhibit “A” (Proposal/Scope of Services) to the Agreement.

3. Except as expressly modified above, all terms and conditions of the Agreement shall remain unchanged and in full force and effect.

4. The persons executing this Amendment on behalf of the parties hereto warrant that they are duly authorized to execute this Amendment on behalf of said parties and that by so executing the parties are formally bound to the provisions of this Amendment.

IN WITNESS WHEREOF, the Parties have executed and entered into this Amendment as of the date first written above.

"City"

City of Los Alamitos

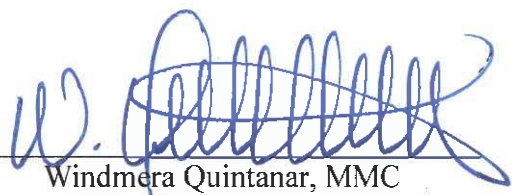
By: 
Warren Kusumoto
Mayor

APPROVED AS TO FORM.

Woodruff, Spradlin & Smart, APC

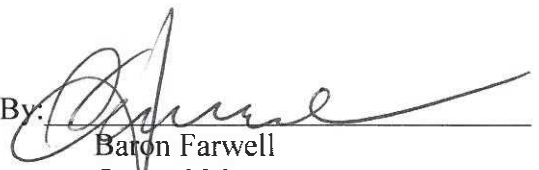
By: 
Michael S. Daudt
City Attorney

ATTEST:

By: 
Windmera Quintanar, MMC
City Clerk

"Firm"

All City Management Services, Inc.

By: 
Baton Farwell
General Manager

By: 
Demetra Farwell
Director of Administrative Service

ATTACHMENT 1:
PROPOSED HOURLY RATE, CLIENT WORKSHEET 2019-2020



ALL CITY MANAGEMENT SERVICES

Proposed Hourly Rate

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

Proposed Hourly Rate: Twenty Dollars and Seventy-eight Cents (**\$20.78**) per hour, per guard. This pricing is based upon 7 crossing guards compensated an average of 3.5 hours per, for 180 school days annually. This pricing also includes 2 crossing guards compensated an average of 3.0 hours per day for 19 summer school days annually. Local field supervision and substitute guards are also included in the rate, as are all other costs except as noted below. Based upon 4,524 hours, we project a **Not to Exceed price of \$94,008.72 for contract year 2019 – 2020.**

This pricing considers State of California Split Shift Wage Order and presumes the crossing guards will be on site two (2) shifts totaling 2.5 hours or less daily.

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

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

ACMS Contact Information

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

Phone numbers: 310.202.8284 or 800.540.9290

Fax number: 310.202.8325

Website address: www.thecrossingguardcompany.com

24 Hour Emergency Dispatch: 877.363.2267

General Manager: Baron Farwell:

baron@thecrossingguardcompany.com

Vice President of Operations: Patricia Pohl:

pat@thecrossingguardcompany.com

Director of Marketing: Harlan Sims:

harlan@thecrossingguardcompany.com

Comptroller Frank Luna:

frank@thecrossingguardcompany.com

All City Management Services Inc.

Client Worksheet 2019 - 2020

Department: 705

Billing Rate for 2019/2020: \$20.78

City of Los Alamitos
 3201 Katella Ave.
 Los Alamitos, CA 90720

KEY:

Traditional Calendar:

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

Summer School

For schools with Summer School sessions use 19 days

Sites with traditional calendar:

2	Sites at 3.0 hrs per day	6	Total Hrs/day	X	180	days/yr	X	\$20.78	=	\$22,442.40
								Hourly Billing Rate		
3	Sites at 3.5 hrs per day	10.5	Total Hrs/day	X	180	days/yr	X	\$20.78	=	\$39,274.20
								Hourly Billing Rate		
2	Sites at 4.0 hrs per day	8	Total Hrs/day	X	180	days/yr	X	\$20.78	=	\$29,923.20
								Hourly Billing Rate		

Summer School Sites

2	Sites at 3.0 hrs per day	6	Total Hrs/day	X	19	days/yr	X	\$20.78	=	\$2,368.92
								Hourly Billing Rate		

TOTAL PROJECTED HOURS

4524

TOTAL ANNUAL PROJECTED COST

\$94,008.72

ATTACHMENT 2:
PROPOSED HOURLY RATE, CLIENT WORKSHEET 2020-2021



ALL CITY MANAGEMENT SERVICES

Proposed Hourly Rate

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

Proposed Hourly Rate: Twenty-two Dollars and Eight Cents (**\$22.08**) per hour, per guard. This pricing is based upon 7 crossing guards compensated an average of 3.5 hours per, for 180 school days annually. This pricing also includes 2 crossing guards compensated an average of 3.0 hours per day for 19 summer school days annually. Local field supervision and substitute guards are also included in the rate, as are all other costs except as noted below. Based upon 4,524 hours, we project a **Not to Exceed price of \$99,889.92 for contract year 2020 – 2021.**

This pricing considers State of California Split Shift Wage Order and presumes the crossing guards will be on site two (2) shifts totaling 2.5 hours or less daily.

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

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

ACMS Contact Information

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

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pat@thecrossingguardcompany.com

Director of Marketing: Harlan Sims:

harlan@thecrossingguardcompany.com

Comptroller Frank Luna:

frank@thecrossingguardcompany.com

All City Management Services Inc.

Client Worksheet 2020-2021

Department: 705

Billing Rate for 2020-2021: \$22.08

City of Los Alamitos
3201 Katella Ave.
Los Alamitos, CA 90720

KEY:

Traditional Calendar:

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

Summer School

For schools with Summer School sessions use 19 days

Sites with traditional calendar:

		6		180		\$22.08	=	\$23,846.40
2	Sites at 3.0 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		
		10.5		180		\$22.08	=	\$41,731.20
3	Sites at 3.5 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		
		8		180		\$22.08	=	\$31,795.20
2	Sites at 4.0 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

Summer School Sites

		6		19		\$22.08	=	\$2,517.12
2	Sites at 3.0 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

TOTAL PROJECTED HOURS

4524

TOTAL ANNUAL PROJECTED COST

\$99,889.92

PROFESSIONAL SERVICES AGREEMENT
[All City Management Services, Inc.]

THIS PROFESSIONAL SERVICES AGREEMENT ("Agreement") is made and entered into, to be effective this 1st day of July 2018 ("Effective Date"), by and between the CITY OF LOS ALAMITOS, a California charter city and municipal corporation, ("City") and All City Management Services, a Corporation, ("Firm"). City and Firm are sometimes hereinafter individually referred to as "Party" and are hereinafter collectively referred to as the "Parties."

RECITALS

A. City has determined that it requires the services of a qualified firm to provide Crossing Guard Services Management ("Project").

B. Firm has submitted to City a written proposal, dated May 9, 2018, to provide Crossing Guard Services Management for the Project.

C. Firm represents and maintains that it is uniquely qualified by virtue of its experience, training, education, reputation, and expertise, to provide the necessary services to City and has agreed to provide such services as set forth herein.

D. City desires to engage Firm to provide such services subject to the terms and conditions set forth in this Agreement.

NOW, THEREFORE, in consideration of the promises and mutual obligations, covenants, and conditions contained herein, and other valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the Parties agree as follows:

AGREEMENT

1. SERVICES OF FIRM

1.1 Scope of Services and Standard of Performance. Firm shall provide those services set forth in Firm's Proposal, dated May 9, 2018, consisting of Proposed Hourly Rate and Client Work Sheet 2018-2019 attached hereto as Exhibit "A" ("Scope of Services"). Firm shall provide the Project Services in compliance with all terms and conditions of this Agreement. Firm warrants that all Project Services shall be performed in a skillful, competent, professional and satisfactory manner in accordance with all standards prevalent in the same profession in the State of California. Firm represents and warrants that it is skilled in the professional discipline necessary to perform the Project Services. Firm represents and warrants that it and all employees, subconsultants and subcontractors providing any services pursuant to this Agreement shall have sufficient skill and experience to perform the Project Services. All Project Services shall be completed to the reasonable satisfaction of City.

1.1.1 Resolution of Inconsistencies. In the event of any inconsistency between or among the terms and conditions contained in the main body of this Agreement and the Scope

of Services, such inconsistency shall be resolved by applying the provisions in the highest priority of the documents containing such inconsistency, which shall be determined in the following order of declining priority: (1st) the main body of this Agreement; and (2nd) the Scope of Services.

1.2 Compliance with Law. All Project Services shall be provided in accordance with all laws, ordinances, resolutions, statutes, rules, and regulations of City and any federal, state or local governmental agency of competent jurisdiction. Firm shall be liable for all violations of such laws, ordinances, resolutions, statutes, rules and regulations in connection with performance of the Project Services. If Firm performs any Project Services in violation of such laws, ordinances, resolutions, statutes, rules or regulations, Firm shall be solely responsible for all penalties and costs arising therefrom. Firm shall defend, indemnify, and hold City, its officials, officers, employees, agents and volunteers, free and harmless from and against any claim or liability arising out of any failure or alleged failure to comply with such laws, ordinances, resolutions, statutes, rules or regulations.

1.3 Licenses and Permits. Prior to performing any Project Services, Firm shall obtain all licenses, permits, qualifications, and approvals of whatever nature that are legally required to practice its profession and perform the Project Services. Firm represents and warrants to City that Firm shall, at its sole cost and expense, keep in effect at all times during the term of this Agreement and any extension, any license, permit, qualification, or approval that is legally required for Firm to perform the Project Services. Firm shall have the sole obligation to pay for any fees, assessments, and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Firm's performance of the Project Services, and shall defend, indemnify, and hold the City, its officials, officers, employees, agents and volunteers, free and harmless from and against any claim or liability arising out of any failure or alleged failure to obtain such license, permits, qualifications, and approvals of whatever nature that are legally required to practice its profession and perform the Project Services.

1.4 Familiarity with Work. By executing this Agreement, Firm warrants that Firm (a) has thoroughly investigated and considered the Project Services to be performed, (b) has carefully considered how the Project Services should be performed, and (c) fully understands the facilities, difficulties and restrictions attending performance of the Project Services under this Agreement.

1.5 Care in Performance of Project Services. Firm shall adopt reasonable methods during the term of the Agreement to prevent losses or damage to materials, papers or other components of the Project Services, and shall be responsible for all such damages, to persons or property, until acceptance of the Project Services by the City, except such losses or damages as may be caused by City's own negligence.

1.6 Non-Exclusive Agreement. Firm acknowledges that City may enter into agreements with other firms, contractors, consultants, or vendors for services similar to the services that are the subject of this Agreement. Firm further acknowledges that City may have its own employees perform services similar to the services that are the subject of this Agreement.

2. COMPENSATION

2.1 Maximum Contract Amount. Firm shall be compensated for the Project Services performed, including authorized reimbursements, if any, in accordance with the professional hourly rates and charges set forth in the "Proposed Hourly Rate" in an amount not to exceed Eighty eight thousand one hundred twenty-eight Dollars (\$88,128). The maximum amount of City's payment obligation under this Agreement is the amount specified in this section.

2.2 Method of Payment. In any month in which Firm wishes to receive payment, Firm shall no later than first working day of such month, submit to the City, in a form approved by the City Manager or his designee, an invoice for services rendered prior to the date of the invoice. Such requests shall be based upon the amount and value of the services performed by Firm and accompanied by such reporting data including an itemized breakdown of all costs incurred and tasks performed during the period covered by the invoice, as may be required by the City. Within thirty (30) calendar days of receipt of invoice, City shall pay all undisputed amounts included on the invoice.

2.3 Changes in Scope. In the event any change or changes in the Scope of Services is requested by the City, the Parties shall execute a written amendment to this Agreement, signed by an individual authorized to formally bind the Party for which he/she is signing, setting forth with particularity all terms of such amendment, including, but not limited to, any additional professional fees. An amendment may be entered into: (a) to provide for revisions or modifications to documents or other work product when documents or other work product or work is required by the enactment or revision of law subsequent to the preparation of any documents, other work product, or work; and/or, (b) to provide for additional services not included in this Agreement or not customarily furnished in accordance with generally accepted practice in Firm's profession.

2.4 Appropriations. This Agreement is subject to and contingent upon funds being appropriated therefore by the Los Alamitos City Council for each fiscal year covered by the term of this Agreement. If such appropriations are not made, this Agreement shall automatically terminate without penalty to the City.

3. SCHEDULE OF PERFORMANCE

3.1 Time of Essence. Time is of the essence in the performance of this Agreement. The time for completion of the Project Services to be performed by Firm is an essential condition of this Agreement.

3.2 Schedule of Performance. Firm shall prosecute regularly and diligently the Project Services according to the periods specified in the Scope of Services. When requested by Firm, extensions of the time period(s) specified in the Scope of Services may be approved in writing by the Contract Officer; however, the City shall not be obligated to grant any such extension.

3.3 Force Majeure. The time for performance of the Project Services may be extended because of any delays due to unforeseeable causes beyond the control and without the fault or

negligence of the Firm (financial inability excepted), including, but not limited to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, and/or acts of any governmental agency, including the City, if Firm, within ten (10) calendar days of the commencement of such delay, notifies the City Manager in writing of the causes of the delay. The City Manager shall ascertain the facts and the extent of delay, and extend the time for performing the Services for the period of the enforced delay when and if in the judgment of the City Manager such delay is justified. The City Manager's determination shall be final and conclusive upon the Parties to this Agreement. In no event shall Firm be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused, Firm's sole remedy being extension of the Agreement pursuant to this section.

3.4 Term. Unless earlier terminated as provided elsewhere in this Agreement, this Agreement shall commence upon the Effective Date and shall continue in full force and effect for a period of one year, ending on June 30, 2019 unless extended by mutual written agreement of the Parties to a maximum of three (3) two (2) year terms.

4. COORDINATION OF PROJECT SERVICES

4.1 Firm's Representative. The following principal of Firm is hereby designated as being the principal and representative of Firm authorized to act on its behalf with respect to the Project Services and to make all decisions in connection therewith: Demetra Farwell. It is expressly understood that the experience, knowledge, education, capability, expertise, and reputation of the foregoing principal is a substantial inducement for City to enter into this Agreement. Therefore, the foregoing principal shall be responsible during the term of this Agreement for directing all activities of Firm and devoting sufficient time to personally supervise the Project Services performed hereunder. The foregoing principal may not be changed by Firm without prior written approval of the Contract Officer.

4.2 City's Contract Officer. The City's Contract Officer shall be Sean Connolly, Captain-Support Services, and is subject to change by the City Manager. It shall be the Firm's responsibility to ensure that the Contract Officer is kept fully informed of the progress of the performance of the Project Services, and the Firm shall refer any decisions which must be made by City to the Contract Officer. Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the Contract Officer. The Contract Officer shall have authority to sign all documents on behalf of the City required hereunder to carry out the terms of this Agreement.

4.3 Prohibition Against Subcontracting or Assignments. The experience, knowledge, capability, expertise, and reputation of Firm, its principals and employees, were a substantial inducement for City to enter into this Agreement. Therefore, Firm shall not assign the performance of this Agreement, nor any part thereof, nor any monies due hereunder, voluntarily or by operation of law, without the prior written consent of City. Firm shall not contract with any other entity to perform the Project Services without prior written consent of City. If Firm is permitted by City to subcontract any part of this Agreement, Firm shall be responsible to City for the acts and omissions of its subcontractor(s) in the same manner as it is for persons directly

employed. Nothing contained in this Agreement shall create any contractual relationships between any subcontractor and City. All persons engaged in the performance of Project Services will be considered employees of Firm. City will deal directly with and will make all payments to Firm. In addition, neither this Agreement nor any interest herein may be transferred, assigned, conveyed, hypothecated, or encumbered voluntarily or by operation of law, whether for the benefit of creditors or otherwise, without the prior written consent of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Firm, taking all transfers into account on a cumulative basis. In the event of any such unapproved transfer, including any bankruptcy proceeding, this Agreement shall be void. No approved transfer shall release Firm or any surety of Firm from any liability hereunder without the express written consent of City.

4.4 Independent Contractor.

4.4.1 The legal relationship between the Parties is that of an independent contractor; nothing herein shall be deemed to make Firm a City employee. During the performance of this Agreement, Firm and its officers, employees, and agents shall act in an independent capacity and shall not act as City officers or employees. Firm will determine the means, methods and details of performing the Project Services subject to the requirements of this Agreement. The personnel performing the Project Services on behalf of Firm shall at all times be under Firm's exclusive direction and control. Neither City nor any of its officials, officers, employees, agents or volunteers shall have control over the conduct of Firm or any of its officers, employees, or agents, except as set forth in this Agreement. Firm, its officers, employees or agents, shall not maintain a permanent office or fixed business location at City's offices. City shall have no voice in the selection, discharge, supervision, or control of Firm's officers, employees, or agents or in fixing their number, compensation, or hours of service. Firm shall pay all wages, salaries, and other amounts due its employees in connection with the performance of Project Services and shall be responsible for all reports and obligations respecting them, including but not limited to social security income tax withholding, unemployment compensation, workers' compensation, and other similar matters. City shall not in any way or for any purpose be deemed to be a partner of Firm in its business or otherwise a joint venturer or a member of any joint enterprise with Firm.

4.4.2 Firm shall not incur or have the power to incur any debt, obligation, or liability against City, or bind City in any manner.

4.4.3 No City benefits shall be available to Firm, its officers, employees, representatives, agents, subconsultants or subcontractors in connection with the performance of any Project Services. Except for professional fees paid to Firm as provided for in this Agreement, City shall not pay salaries, wages, or other compensation to Firm for the performance of any Project Services. City shall not be liable for compensation or indemnification to Firm, its officers, employees, representatives, agents, subconsultants or subcontractors, for injury or sickness arising out of the performance of any Project Services. If for any reason any court or governmental agency determines that the City has financial obligations, other than pursuant to Section 2 herein, of any nature relating to salary, taxes, or benefits of Firm's officers, employees, representatives, agents, or subconsultants or subcontractors, Firm shall defend, indemnify, and hold harmless City from and against all such financial obligations.

4.5 PERS Eligibility Indemnification.

4.5.1 In the event that Firm or any officer, employee, representative, agent, subconsultant or subcontractor of Firm providing any Project Services claims or is determined by a court of competent jurisdiction or the California Public Employee Retirement System (PERS) to be eligible for enrollment in PERS as an employee of the City, Firm shall indemnify, defend, and hold harmless City against (1) all such claims and determinations, (2) for the payment of any employee and/or employer contributions for PERS benefits on behalf of Firm or its officers, employees, representatives, agents, subconsultants or subcontractors, and (3) the payment of any penalties and interest on such contributions, which would otherwise be the responsibility of the City.

4.5.2 Notwithstanding any other agency, state or federal policy, rule, regulation, law or ordinance to the contrary, Firm and any of its officers, employees, representatives, agents, subconsultants or subcontractors providing any Project Services shall not qualify for or become entitled to, and hereby agree to waive any claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in PERS as an employee of City and entitlement to any contribution to be paid by City for employer contribution and/or employee contributions for PERS benefits.

5. INSURANCE

5.1 Compliance with Insurance Requirements. Firm shall obtain, maintain, and keep in full force and effect during the term of this Agreement, at its sole cost and expense, and in a form and content satisfactory to City, all insurance required under this section. Firm shall not commence any Project Services unless and until it has provided evidence satisfactory to City that it has secured all insurance required under this section. If Firm's existing insurance policies do not meet the insurance requirements set forth herein, Firm agrees to amend, supplement or endorse the policies to do so.

5.2 Types of Insurance Required. As a condition precedent to the effectiveness of this Agreement, and without limiting the indemnity provisions set forth in this Agreement, Firm shall obtain and maintain in full force and effect during the term of this Agreement, including any extension thereof, the following policies of insurance:

5.2.1 Professional Liability/Errors and Omissions Insurance ("PLI"). Firm shall obtain and maintain a policy of Professional Liability or Errors and Omissions Insurance appropriate to Firm's profession with per-claim and aggregate limits of no less than Two Million Dollars (\$2,000,000.00). Covered professional services shall specifically include all Project Services to be performed under the Agreement and the policy shall be endorsed to delete any exclusions that may exclude coverage for claims within the minimum PLI limits set forth herein for the Project Services to be performed under this Agreement.

5.2.1.1 The PLI policy shall be endorsed to delete any Contractual Liability Exclusion. The PLI shall include contractual liability coverage applicable to this Agreement. The

policy must “pay on behalf of” the insured, and include a provision establishing the insurer’s duty to defend the insured.

5.2.1.2 If the PLI policy is written on a “claims-made” basis, the policy shall be continued in full force and effect at all times during the term of this Agreement, and for a period of three (3) years from the date of the completion of all Project Services provided hereunder (the “PLI Coverage Period”). If any PLI policy is replaced, cancelled, non-renewed, discontinued, or otherwise terminated, or if the limits of a PLI policy are reduced or the available coverage depleted below the required minimum coverage amounts for any reason during the PLI Coverage Period, Firm shall immediately obtain replacement PLI coverage meeting the requirements of this Section 5.2.1. Such replacement coverage shall satisfy all requirements herein, and shall include coverage for the prior acts or omissions of Firm during the time period during which any Project Services were performed. The coverage shall be evidenced by either a new policy evidencing no gap in coverage, or by obtaining separate extended “tail” coverage with the present or new carrier or other insurance arrangements providing for complete coverage, either of which shall be subject to the written approval by the City.

5.2.1.3 If the PLI policy is written on an “occurrence” basis, the policy shall be continued in full force and effect during the term of this Agreement, or until completion of the Project Services provided for in this Agreement, whichever is later. In the event of termination of the PLI policy during this period, new coverage shall immediately be obtained, and written evidence of the policy shall be immediately provided to the City, to ensure PLI coverage during the entire course of performing the Project services.

5.2.1.4 Firm shall not perform any Project Services at any time during which required types or amounts of PLI insurance are not in effect, and the City shall have no obligation to pay Firm for Project Services performed while required PLI insurance is not in effect.

5.2.2 Commercial General Liability Insurance. Firm shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Commercial General Liability Insurance (CGL). Coverage shall be at least as broad as ISO Form CG 00 01 written on a per occurrence basis, including products and completed operations, property damage, bodily injury and personal & advertising injury with limits of no less than One Million Dollars (\$1,000,000.00) per occurrence and Two Million Dollars (\$2,000,000.00) in the general aggregate. The policy shall not contain any endorsements or provisions limiting coverage for (1) contractual liability, (2) cross liability exclusion for claims or suits by one insured against another, or (3) contain any other exclusion contrary to the Agreement.

5.2.3 Automobile Liability Insurance. Firm shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Automobile Liability Insurance. Coverage shall be at least as broad as ISO Form CA 00 01 written on a per occurrence basis, covering Code 1 (any auto), or if the Firm has no owned autos, Code 8 (hired) and Code 9 (non-owned), with limits of no less than One Million Dollars (\$1,000,000.00) for each occurrence covering bodily injury and property damage.

5.2.4 Workers' Compensation Insurance. Firm shall obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Workers' Compensation Insurance in at least the minimum statutory amounts, and in compliance with all other statutory requirements, as required by the State of California. Firm agrees to waive and obtain endorsements from its workers' compensation insurer waiving all subrogation rights under its workers' compensation insurance policy against the City, its officials, officers, employees, agents and volunteers, and to require each of its subconsultants and subcontractors, if any, to do likewise under their workers' compensation insurance policies. Firm shall also obtain and maintain, in full force and effect throughout the term of this Agreement, a policy of Employer's Liability Insurance written on a per occurrence basis with limits of at least One Million Dollars (\$1,000,000.00) per accident for bodily injury or disease. Notwithstanding the foregoing, Firm shall not be required to procure either Worker's Compensation Insurance or Employer's Liability Insurance if Firm provides written verification to the City that Firm does not have any employees.

5.3 Acceptability of Insurers. Insurance required by this section shall be issued by a licensed company authorized to transact business in the state by the Department of Insurance for the State of California with a current rating of A:-VII or better (if an admitted carrier), or a current rating of A:X or better (if offered by a non-admitted insurer listed on the State of California List of Approved Surplus Lines Insurers (LASLI)), by the latest edition of A.M. Best's Key Rating Guide, except that the City will accept workers' compensation insurance from the State Compensation Fund. In the event the City determines that the work or Project Services to be performed under this Agreement creates an increased or decreased risk of loss to the City, the Firm agrees that the minimum limits of the insurance policies may be changed accordingly upon receipt of written notice from the City. Firm shall immediately substitute any insurer whose A.M. Best rating drops below the levels specified herein.

5.4 Specific Insurance Provisions and Endorsements. Required insurance policies shall not be in compliance if they include any limiting provision or endorsement that has not been submitted to the City for written approval. Required insurance policies shall contain the following provisions, or Firm shall provide endorsements on forms approved by the City to add the following provisions to the insurance policies:

5.4.1 CGL and Auto Liability Endorsements. The policy or policies of insurance required by this section for CGL and Automobile Liability Insurance shall be endorsed as follows:

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

5.4.1.1.1 Additional Insured Endorsements. Additional insured endorsements shall not (1) be restricted to "ongoing operations", (2) exclude "contractual liability", (3) restrict coverage to "sole" liability of Firm, or (4) contain any other exclusions contrary to the Agreement; and, the coverage shall contain no special limitations on the scope of protection afforded to additional insureds.

5.4.1.2 Primary and Non-Contributing Insurance. Each CGL and Automobile Liability Insurance policy shall be endorsed to be primary, and any other insurance, deductible, or self-insurance maintained by the City, its officials, officers, employees, agents or volunteers, shall not contribute with this primary insurance.

5.4.1.3 Waiver of Subrogation. Each CGL and Automobile Liability Insurance policy shall contain or be endorsed to waive subrogation against the City, its officials, officers, employees, agents and volunteers, or shall specifically allow Firm or others providing insurance evidence in compliance with the requirements set forth in this section to waive their right to recovery prior to a loss. Firm hereby agrees to waive its own right of recovery against the City, its officials, officers, employees, agents and volunteers, and Firm hereby agrees to require similar written express waivers and insurance clauses from each of its subconsultants or subcontractors.

5.4.2 Notice of Cancellation. Each policy of any type shall be endorsed to provide that coverage shall not be suspended, voided, cancelled, or modified, or reduced in coverage or in limits, except after thirty (30) calendar days prior written notice has been provided to the City. Notwithstanding the foregoing, if coverage is to be suspended, voided, or cancelled because of Firm's failure to pay the insurance premium, the notice provided by the insurer to City shall be by not less than ten (10) calendar days prior written notice. (A statement that notice will be provided "in accordance with the policy terms" or words to that effect is inadequate to meet the requirements of this section.)

5.5 Deductibles and Self-Insured Retentions. Any deductible or self-insured retention must be approved in writing by the City in advance. The decision whether to approve or withhold approval of a deductible or self-insured retention shall be made by the City in the City's sole and absolute discretion.

5.6 Evidence of Coverage. Concurrently with the execution of the Agreement, Firm shall deliver certificates of insurance together with original endorsements affecting each of the insurance policies required by this section. Firm shall promptly furnish, at City's request, copies of actual policies including all declaration pages, endorsements, exclusions and any other policy documents City may require to verify coverage.

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

5.6.2 Authorized Signatures. The certificates of insurance and original endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf.

5.6.3 Renewal/Replacement Policies. At least fifteen (15) calendar days prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the City. If such coverage is cancelled or reduced and not replaced immediately so as to avoid a lapse in the required coverage, Firm shall, within ten (10) calendar days after receipt of written notice of such cancellation or reduction of coverage, file with the City evidence of insurance showing that the required insurance has been reinstated or

has been provided through another insurance company or companies meeting all requirements of this Agreement.

5.7 Requirements Not Limiting. Requirement of specific coverage or minimum limits contained in this section are not intended as a limitation on coverage, limits, or other requirements, or a waiver of any coverage normally provided by any insurance. Nothing in this section shall be construed as limiting in any way the indemnification provision contained in this Agreement, or the extent to which Firm may be held responsible for payments of damages to persons or property.

5.8 Enforcement of Agreement (Non-Estoppel). Firm acknowledges and agrees that actual or alleged failure on the part of the City to inform Firm of any non-compliance with any of the insurance requirements set forth in this section imposes no additional obligation on the City nor does it waive any rights hereunder.

5.9 Insurance for Subconsultants. Firm shall either: (1) include all subconsultants or subcontractors engaged in the performance of Project Services on behalf of Firm as additional named insureds under the Firm's insurance policies; or (2) Firm shall be responsible for causing its subconsultants or subcontractors to procure and maintain the appropriate insurance in compliance with the terms of the insurance requirements set forth in this section, including adding the City, its officials, officers, employees, agents and volunteers, as additional insureds to their respective policies. Firm shall not allow any subconsultant or subcontractor to commence any work or services relating to this Agreement unless and until it has provided evidence satisfactory to City that the subconsultant or subcontractor has secured all insurance required under this section.

5.10 Other Insurance Requirements. The following terms and conditions shall apply to the insurance policies required of Firm and its subconsultants and subcontractors, if any, pursuant to this Agreement:

5.10.1 Firm shall provide immediate written notice to City if (1) any of the insurance policies required herein are terminated, cancelled or suspended, (2) the limits of any of the insurance coverages required herein are reduced, or (3) the deductible or self-insured retention is increased.

5.10.2 All insurance coverage and limits provided by Firm and available or applicable to this Agreement are intended to apply to each insured, including additional insureds, against whom a claim is made or suit is brought to the full extent of the policies. Nothing contained in this Agreement or any other agreement relating to the City or its operations shall limit the application of such insurance coverage.

5.10.3 None of the insurance coverages required herein will be in compliance with the requirements of this section if they include any limiting endorsement which substantially impairs the coverages set forth herein (e.g., elimination of contractual liability or reduction of discovery period), unless the endorsement has first been submitted to the City and approved in writing.

5.10.4 Certificates of insurance will not be accepted in lieu of required endorsements, and submittal of certificates without required endorsements may delay commencement of the Project. It is Firm's obligation to ensure timely compliance with all insurance submittal requirements as provided herein.

5.10.5 Firm agrees to ensure that subconsultants and subcontractors, if any, and any other parties involved with the Project who are brought onto or involved in the Project by Firm, provide the same minimum insurance coverage required of Firm. Firm agrees to monitor and review all such coverage and assumes all responsibility for ensuring that such coverage is provided in conformity with the requirements of this section. Firm agrees that upon request, all agreements with subcontractors and others engaged in the provision of Project Services will be submitted to the City for review.

5.10.6 Firm agrees to provide immediate written notice to City of any claim, demand or loss against Firm arising out of the work or Project Services performed under this Agreement and for any other claim, demand or loss which may reduce the insurance available to pay claims, demands or losses arising out of this Agreement.

6. INDEMNIFICATION

To the fullest extent permitted by law, Firm shall defend (at Firm's sole cost and expense with legal counsel reasonably acceptable to City), indemnify and hold the City, its officials, officers, employees, agents and volunteers, free and harmless from any and all claims, demands, orders, causes of action, costs, expenses, liabilities, losses, penalties, judgments, arbitration awards, settlements, damages or injuries of any kind, in law or in equity, including but not limited to property or persons, including wrongful death, (collectively "Claims") in any manner arising out of, pertaining to, related to, or incident to any alleged acts, errors or omissions, or willful misconduct of Firm, its officers, directors, employees, subconsultants, subcontractors, agents or invitees in connection with performance under this Agreement, or in any manner arising out of, pertaining to, related to, or incident to an alleged breach of this Agreement, including without limitation the payment of all consequential damages, expert witness fees and attorneys' fees and other related costs and expenses.

Notwithstanding the foregoing, and only to the extent that the Project Services performed by Firm are subject to California Civil Code Section 2782.8, the above indemnity shall be limited, to the extent required by Civil Code Section 2782.8, to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Firm.

Under no circumstances shall the insurance requirements and limits set forth in this Agreement be construed to limit Firm's indemnification obligation or other liability hereunder. Notwithstanding the foregoing, such obligation to defend, hold harmless and indemnify the City, its officials, officers, employees, agents and volunteers, shall not apply to the extent that such Claims are caused by the sole negligence or willful misconduct of that indemnified party.

7. REPORTS AND RECORDS

7.1 Records. Firm shall keep complete, accurate, and detailed accounts of all time, costs, expenses, and expenditures pertaining in any way to this Agreement. Firm shall keep such books and records as shall be necessary to properly perform the Project Services required by this Agreement and to enable the Contract Officer to evaluate the performance of such Project Services. The Contract Officer shall have full and free access to such books and records at all reasonable times, including the right to inspect, copy, audit, and make records and transcripts from such records.

7.2 Reports. Firm shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the Project Services as the Contract Officer shall require.

7.3 Ownership of Documents. All drawings, specifications, reports, records, documents, memoranda, correspondence, computations, and other materials prepared by Firm, its employees, subconsultants, subcontractors and agents in the performance of this Agreement shall be the property of City and shall be promptly delivered to City upon request of the Contract Officer or upon the termination of this Agreement, and Firm shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership of the documents and materials hereunder. Firm may retain copies of such documents for its own use. Firm shall have an unrestricted right to use the concepts embodied therein. Firm shall ensure that all of its subconsultants and subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Firm fails to secure such assignment, Firm shall indemnify City for all damages resulting therefrom.

7.4 Release of Documents. Except to the extent otherwise required by law, no drawing, specification, report, record, document, or other material prepared by Firm, its employees, subconsultants, subcontractors and agents in the performance of Project Services shall not be released publicly without the prior written approval of the Contract Officer.

8. ENFORCEMENT OF AGREEMENT

8.1 California Law and Venue. This Agreement shall be construed and interpreted both as to validity and as to performance of the Parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim, or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Orange, State of California, or any other appropriate court in such County, and Firm covenants and agrees to submit to the personal jurisdiction of such court in the event of such action.

8.2 Waiver. No delay or omission in the exercise of any right or remedy of a non-defaulting Party on any default shall impair such right or remedy or be construed as a waiver. No consent or approval of City shall be deemed to waiver or render unnecessary City's consent to or approval of any subsequent act of Firm. Any waiver by either Party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

8.3 Rights and Remedies Cumulative. Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the Parties are

cumulative and the exercise by either Party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or different times, of any other rights or remedies for the same default or any other default by the other Party.

8.4 Legal Action. In addition to any other rights or remedies, either Party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement.

8.5 Termination Prior to Expiration of Term. City reserves the right to terminate this Agreement, at any time, with or without cause, upon thirty (30) calendar days written notice to Firm, except that where the continuation of services would constitute a danger to health, safety or general welfare, the period of notice shall be such shorter time as may be appropriate. Upon receipt of the notice of termination, Firm shall immediately cease all Project Services, except as may be specifically approved by the Contract Officer. Firm shall be entitled to compensation for all Project Services rendered prior to receipt of the notice of termination and for any Project Services authorized by the Contract Officer thereafter.

8.6 Termination for Default of Firm.

8.6.1 Firm's failure to comply with any provision of this Agreement shall constitute a default.

8.6.2 If the Contract Officer determines that Firm is in default in the performance of any of the terms or conditions of this Agreement, he/she shall notify Firm in writing of such default. If such default is capable of being cured, Firm shall have ten (10) calendar days, or such longer period as City may designate, to cure the default by rendering satisfactory performance. In the event Firm fails to cure its default within such period of time, or if such default is not capable of being cured, City shall have the right, notwithstanding any other provision of this Agreement, to terminate this Agreement without further notice and without prejudice of any remedy to which City may be entitled at law, in equity, or under this Agreement. Firm shall be liable for any and all reasonable costs incurred by City as a result of such default. Compliance with the provisions of this section shall not constitute a waiver of any City right to take legal action in the event that the dispute is not cured, provided that nothing herein shall limit City's right to terminate this Agreement without cause pursuant to Section 8.5.

8.6.3 If termination is due to the failure of Firm to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 8.6.2, take over the Project Services and prosecute the same to completion by contract or otherwise, and Firm shall be liable to the extent that the total direct and indirect costs for completion of the Project Services required hereunder exceeds the Maximum Contract Amount, and City may withhold any payments to Firm for the purpose of set-off toward the cost of completion of the Project Services. The withholding or failure to withhold payments to Firm shall not limit Firm's liability for completion of the Project Services as provided herein.

8.7 Attorneys' Fees. In the event any dispute between the Parties with respect to this

Agreement results in litigation or any non-judicial proceeding, the prevailing Party shall be entitled, in addition to such other relief as may be granted, to recover from the non-prevailing Party all reasonable costs and expenses, including but not limited to reasonable attorneys' fees, expert witness fees, court costs and all fees, costs, and expenses incurred in any appeal or in collection of any judgment entered in such proceeding. To the extent authorized by law, in the event of a dismissal by the plaintiff or petitioner of the litigation or non-judicial proceeding within thirty (30) calendar days of the date set for trial or hearing, the other Party shall be deemed to be the prevailing Party in such litigation or proceeding. For purposes of this section, "Reasonable attorney fees" shall be calculated by multiplying the actual number of hours reasonably expended by the attorney(s) handling the dispute on behalf of the prevailing Party by the hourly rate actually paid by the prevailing Party, but in no case shall the hourly rate exceed Two Hundred and Fifty Dollars (\$250.00) per hour.

9. CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

9.1 Non-liability of City Officers and Employees. No officer or employee of the City shall be personally liable to the Firm, or any successor-in-interest, in the event of any default or breach by the City or for any amount which may become due to the Firm or to its successor, or for breach of any obligation of the terms of this Agreement.

9.2 Covenant Against Discrimination. Firm covenants that, by and for itself, its heirs, executors, assigns, subcontractors, subconsultants and all persons claiming under or through them, that there shall be no discrimination or segregation in the performance of or in connection with this Agreement regarding any person or group of persons on account of race, disability, medical condition, color, creed, religion, sex, sexual orientation, marital status, age, national origin, or ancestry. Firm shall take affirmative action to insure that applicants and employees are treated without regard to their race, disability, medical condition, color, creed, religion, sex, sexual orientation, marital status, national origin, or ancestry.

10. MISCELLANEOUS PROVISIONS

10.1 Confidentiality. Information obtained by Firm in the performance of this Agreement shall be treated as strictly confidential and shall not be used by Firm for any purpose other than the performance of this Agreement without the written consent of the Contract Officer.

10.2 Patent and Copyright Infringement.

10.2.1 To the fullest extent permitted by law, and in lieu of any other warranty by City or Firm against patent or copyright infringement, statutory or otherwise, it is agreed that Firm shall defend at its expense any claim or suit against City on account of any allegation that any item furnished under this Agreement, or the normal use or sale thereof arising out of the performance of this Agreement, infringes upon any presently existing U.S. letters patent or copyright and Firm shall pay all costs and damages finally awarded in any such suit or claim, provided that Firm is promptly notified in writing of the suit or claim and given authority, information and assistance at Firm's expense for the defense of same, and provided such suit or claim arises out of, pertains to, or is related to the alleged negligence, recklessness or willful misconduct of Firm. However, Firm

will not indemnify City if the suit or claim results from City's alteration of a deliverable where such alteration created the infringement upon any presently existing U.S. letters patent or copyright.

10.2.2 Firm shall have sole control of the defense of any such claim or suit and all negotiations for settlement thereof, Firm shall not be obligated to indemnify City under any settlement made without Firm's consent or in the event City fails to cooperate in the defense of any suit or claim, provided, however, that such defense shall be at Firm's expense. If the use or sale of such item is enjoined as a result of the suit or claim, Firm, at no expense to City, shall obtain for City the right to use and sell the item, or shall substitute an equivalent item acceptable to City and extend this patent and copyright indemnity thereto.

10.3 Notices. Any notice, demand, request, consent, approval, or communication either Party desires or is required to give to the other Party or any other person shall be in writing and either served personally during normal hours of operation of the Party receiving the notice, or sent by pre-paid, first-class mail to the address set forth below. Either Party may change its address by notifying the other Party of the change of address in writing. Notice shall be deemed communicated on the day personally served, or two (2) business days from the date of mailing if mailed as provided in this section. Additionally, notices by email will be considered legal notice if such communications include the following text in the Subject field: FORMAL LEGAL NOTICE – All City Management Services, Inc.

To City:

Sean Connolly, Captain – Support Services
City of Los Alamitos
3191 Katella Ave.
Los Alamitos, CA 90720
sconnolly@cityoflosalamitos.org

With copy to:

Michael S. Daudt, City Attorney
Woodruff, Spradlin & Smart
555 Anton Blvd., Suite 1200
Costa Mesa, CA 92626
mdaudt@wss-law.com

To Firm:

All City Management Services, Inc.
10440 Pioneer Blvd., Suite 5
Santa Fe Springs, CA 90670
demetra@thecrossingguardcompany.com

10.4 Entire Agreement; Amendments in Writing. This Agreement constitutes the entire agreement between the Parties and is intended as an integrated agreement, superseding all prior negotiations, arrangements, agreements, representations, and understandings, if any, made by or among the Parties with respect to the subject matter hereof. No amendments or other modifications of this Agreement shall be binding unless executed in writing by both Parties hereto, or their respective successors, assigns, or grantees.

10.5 Severability. In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement, which shall be interpreted to carry out the intent of the Parties hereunder.

10.6 Successors in Interest. This Agreement shall be binding upon and inure to the benefit of the Parties' successors and assignees.

10.7 Third Party Beneficiary. Except as expressly provided herein, nothing contained in this Agreement is intended to confer, nor shall this Agreement be construed as conferring, any rights, including, without limitation, any rights as a third-party beneficiary or otherwise, upon any entity or person not a party hereto.

10.8 Recitals. The above-stated Recitals are hereby incorporated into the Agreement as though fully set forth herein and each Party acknowledges and agrees that such Party is bound, for purposes of this Agreement, by the same.

10.9 Prevailing Wages. Firm is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"). Firm agrees to fully comply with all applicable federal and state labor laws (including, without limitation, if applicable, the Prevailing Wage Laws). It is agreed by the Parties that, in connection with the work or Project Services provided pursuant to this Agreement, Firm shall bear all risks of payment or non-payment of prevailing wages under California law, and Firm hereby agrees to defend, indemnify, and hold the City, its officials, officers, employees, agents and volunteers, free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws. The foregoing indemnity shall survive termination of this Agreement.

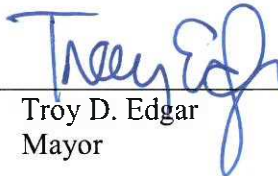
10.0 Corporate Authority. Each of the undersigned represents and warrants that (i) the Party for which he/she is executing this Agreement is duly authorized and existing, (ii) he/she is duly authorized to execute and deliver this Agreement on behalf of the Party for which he/she is signing, (iii) by so executing this Agreement, the Party for which he/she is signing is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other agreement to which the Party for which he/she is signing is bound.

[SIGNATURES ON NEXT PAGE]

IN WITNESS WHEREOF, the Parties have executed and entered into this Agreement as of the date first written above.

“City”

City of Los Alamitos

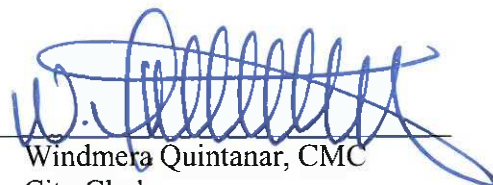
By: 
Troy D. Edgar
Mayor

APPROVED AS TO FORM.

Woodruff, Spradlin & Smart, APC

By: 
Michael S. Daudt
City Attorney

ATTEST:

By: 
Windmera Quintanar, CMC
City Clerk

“Firm”

All City Management Services, Inc.

By: 
Baron Farwell
General Manager

By: 
Demetra Farwell
Director of Administrative Service

EXHIBIT “A”

FIRM’S PROPOSAL: PROPOSED HOURLY RATE, CLIENT WORKSHEET 2018-2019

DATED: May 9, 2018



ALL CITY MANAGEMENT SERVICES

Proposed Hourly Rate

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

Proposed Hourly Rate: Nineteen Dollars and Forty-Eight Cents (\$19.48) per hour, per guard. This pricing is based upon 7 crossing guards compensated an average of 3.5 hours per day for 180 school days annually and 2 crossing guards for 19 summer school days annually. Local field supervision and substitute guards are also included in the rate, as are all other costs except as noted below. Based upon 4,524 hours annually we project a **Not to Exceed price of \$88,127.52** for contract year 2018-2019.

This pricing considers State of California Split Shift Wage Order and presumes the guards will be on site two (2) shifts totaling 2.5 hours or less daily.

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

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

ACMS Contact Information

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

Phone numbers: 310.202.8284 or 800.540.9290

Fax number: 310.202.8325

Website address: www.acmssafety.com

24 Hour Emergency Dispatch: 877.363.2267

General Manager cellular number: 310.877.7336

Email address: baron@thecrossingguardcompany.com

General Manager: Baron Farwell

Director of Administrative Service: Demetra Farwell: demetra@thecrossingguardcompany.com

Director of Marketing: Harlan Sims: harlan@thecrossingguardcompany.com Director

of Finance (ACCT): Noel Concha: noel@thecrossingguardcompany.com

All City Management Services Inc.

Client Worksheet 2018 - 2019

Department: 705

Billing Rate for 2018/2019: \$19.48

City of Los Alamitos
3201 Katella Ave.
Los Alamitos, CA 90720

KEY:

Traditional Calendar:

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

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

Summer School

For schools with Summer School sessions use 19 days

Sites with traditional calendar:

		6		180		\$19.48	=	\$21,038.40
2	Sites at 3.0 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		
		10.5		180		\$19.48	=	\$36,817.20
3	Sites at 3.5 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		
		8		180		\$19.48	=	\$28,051.20
2	Sites at 4.0 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

Summer School Sites

		6		19		\$19.48	=	\$2,220.72
2	Sites at 3.0 hrs per day	Total Hrs/day	X	days/yr	X	Hourly Billing Rate		

TOTAL PROJECTED HOURS

4524

TOTAL ANNUAL PROJECTED COST

\$88,127.52

City of Los Alamitos

CITY COUNCIL AGENDA REPORT

MEETING DATE: June 21, 2021

ITEM NUMBER: 11A

To: Mayor Mark A. Chirco & Members of the City Council

Presented By: Craig Koehler, Interim Finance Director

Subject: Adoption of the Fiscal Year 2021-22 Annual Operating and Capital Improvement Program Budget

SUMMARY

City Charter Sections 1201-1205 govern the development and adoption of the City's Annual Budget. Section 1203 requires a public hearing for public input on the proposed budget. Thereafter, the City Council shall adopt the budget with revisions, if any; establish estimated revenues, expenditure appropriations, and transfers of funds of the City.

RECOMMENDATIONS

1. Review, receive, and file the department overviews for Administration (City Manager, City Clerk), Finance, Police, Development Services, and Recreation and Community Services for Fiscal Year 2021-22; and,
2. Conduct a Public Hearing on the Proposed Annual Operating and Capital Improvement Program Budget; and,
3. Adopt Resolution No. 2021-13, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADOPTING THE ANNUAL OPERATING AND CAPITAL IMPROVEMENT PROGRAM BUDGET FOR FISCAL YEAR 2021-22"; and,
4. Adopt a Resolution No. 2021-14, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING THE SALARY SCHEDULE FOR EXECUTIVE AND NON-REPRESENTED EMPLOYEES EFFECTIVE JULY 4, 2021 AND REPLACING "C" OF RESOLUTION 2019-27", and,
5. Adopt a Resolution No. 2021-15, entitled "A RESOLUTION OF THE CITY COUNCIL OF LOS ALAMITOS, CALIFORNIA, AMENDING THE HOURLY RATE SCHEDULE FOR PART-TIME EMPLOYEES EFFECTIVE JULY 4, 2021 AND REPEALING EXHIBIT "A" OF RESOLUTION 2020-40", and,

6. Adopt a Resolution No. 2021-16, entitled, "A RESOLUTION OF THE CITY COUNCIL OF LOS ALAMITOS, CALIFORNIA, AMENDING THE SALARY SCHEDULE FOR CALIFORNIA TEAMSTERS 911 EMPLOYEES EFFECTIVE JULY 4, 2021 AND REPEALING EXHIBIT "3" OF RESOLUTION 201—26", and,
7. Adopt a Resolution No. 2021-17, entitled "A RESOLUTION OF THE CITY COUNCIL OF LOS ALAMITOS, CALIFORNIA, ADOPTING JOB DESCRIPTIONS".

BACKGROUND

Presented for your consideration is the Fiscal Year 2021-22 and 2022-23 Annual Operating and Capital Improvement Program (CIP) Budget for the City of Los Alamitos. In accordance with noticing requirements, the City Clerk has noticed the Public Hearing of the proposed budget, allowing for public comment. Reference copies of the Proposed Budget were made available at the City Clerk's counter prior to the Public Hearing and were available on the City's webpage.

It is the Council's policy to review each Department's expenditures and revenues to better understand how the departments are spending and receiving funds as part of the budget process. This report includes an overview of the City's departments' budgeted expenditures.

DISCUSSION

Since March 2021, the Budget Standing Committee has met to review, discuss, and provide recommendations on the proposed operating and capital improvement budget. The City Council also held a Special Meeting on May 17 to discuss the Budget Standing Committee's recommendations and provide further direction and comments. These additional items were discussed with the Budget Standing Committee on June 7, 2021 and the associated recommendation/considerations have been included in this report. Staff also provided presentations to each of the City's standing commissions in order to gather additional community input into various objectives and goals for the City.

Fiscal Year 2021-22 and Fiscal Year 2022-23 Budget Overview

The new budget reflects 2 fiscal years, with adoption of the first year FY2021-22, and the second year FY2022-23 provided as a planning tool for the future. This will assist the City in focusing on long-term and strategic aspects of the budget that align with the Fiscal Sustainability Plan. As a result of further review and input for Councilmembers, the City's Commissions, and key stakeholders, there have been only slight modifications to the Preliminary Budget expenditures that was presented at the May 17 Council meeting, which will be highlighted below.

Shown below are projected revenues for FY21-22:

Adoption of the Fiscal Year 2021-22 Annual Operating and
Capital Improvement Program for
Fiscal Year 2021-22
June 21, 2021
Page 2 of 12

Revenue Summary	FY21-22 Proposed
Property Taxes	\$ 4,584,079
Sales & Use Taxes	3,140,400
Measure Y Local Sales Tax	4,438,588
Utility Users Tax	2,009,900
Transit Occupancy Tax	180,670
Franchise Fees	667,836
License & Permits	1,705,903
Fines & Forfeitures	738,309
Investment Earnings	229,280
Revenue from Other Agencies	120,200
Charges for Current Services	620,903
Miscellaneous Revenues	68,000
Total Revenue	18,504,068
Interfund Transfers	375,000
Total Revenues and Transfers In	\$ 18,879,068

General Fund Projected Revenues

Fiscal Year 2021-22 projections by category are as follows:

- ❖ **Property Taxes** remain almost unaffected by the pandemic and the negative impact that it had on the economy. At the time of the lockdowns, most property tax bills for FY19-20 had already been paid. As a result, there was no noticeable increase in delinquency rates. The assessed values for 2020-21 were established as of January 1, 2020 and were largely unaffected by the pandemic. Home sales declined by 30-40% in the second quarter of 2020 which has impacted the amount of supplemental assessment revenue allocated to cities. While the number of sales declined, the sales prices of homes that did sell rose at rates greater than what was seen for sales in 2019.

According to a report from HdL dated April 21, California's median home price reached a new record high in March, up nearly 24% from the previous year. The statewide median home price increased to \$758,990, a 23.9% increase from \$612,440 in March 2020. The year-over-year improvement was the highest since October 2013. For Los Alamitos, the median home price was \$834,000 for the first quarter 2021.

The projection for property taxes for FY21-22 is \$4,584,079. Growth is projected to continue in secured property taxes and property tax in lieu of VLF. Real estate transfer and supplemental taxes have been budgeted to remain flat.

- ❖ **Sales & Use Taxes** are a reflection of a rebounding economy, mainly in building and construction and the state and county pools, which are attributable to the full implementation of Wayfair in 2019. According to the latest report from HdL, dated May 3, 2021, Sales & Use Taxes are projected to be \$3,140,400 for FY21-22 and reflect continued growth into the new budget years. The recent State-wide reopening on June 15 is also expected to contribute to a faster recovery.

Measure Y Local Sales Tax was not enacted at the time the previous budget was prepared, but was successfully passed in November. Beginning in FY2021-22, the full allocation of the 1.5 percent local sales tax has been budgeted and is projected to exceed \$4 million per fiscal year.

- ❖ **Transient Occupancy Tax** projections does reflect the opening of the new hotel, Fairfield by Marriott, Inn & Suites, but overall business travel is predicted to be slow to rebound from the effects of the pandemic. A report from HdL dated March 17, is forecasting a 10% to 15% increase year-over-year beginning in FY21-22, and possibly as much as two to three years recovery to pre-Covid levels, depending on the geographic region.
- ❖ **Licenses & Permits** are projected to show modest growth of 2% to 3% increase year-over-year. HdL estimates it will be one to two years before a return to pre-Covid levels.
- ❖ **Fines & Forfeitures** are projected to increase for FY21-22 and are estimated to be back on track to meet pre-Covid levels in FY22-23.
- ❖ **Investment Earnings** are estimated to increase with a projected overall increase in the investment portfolio from additional revenue stream from Measure Y and Federal stimulus money beginning in FY21-22.
- ❖ **Charges for Services** from Recreation programs were significantly impacted by the pandemic. Although the projection for FY21-22 is estimated to reflect an improvement over the FY20-21, significant improvement will not be realized until Recreation programs and classes and have been fully restored and are able to accommodate pre-pandemic levels of participation.

General Fund Proposed Expenditures

The proposed expenditures represent a restructuring of the City's internal operations in order to meet the goals set forth in the Fiscal Sustainability Plan (FSP). As with any organization that has undergone more than ten years of cuts, there is a significant need to address the structural deficiencies within the organization in order to ensure the stability of operations and the ability to support the new goals and objectives of the City. While the proposed budget does envision returning positions that were previously frozen or eliminated, it also re-orders the tasks and responsibilities of some positions to be able to effectively manage the proposed workloads. The table below reflects the Preliminary General Fund Budget for FY21-22 for department expenditures, including the additional staffing positions.

The proposed budget for FY21-22 reflects a healthy surplus and reserve levels going forward. The FSP served as the basis for the development of this year's budget.

As such, the proposed budget seeks to address the following issues:

- The City's need to develop an agile organizational structure that has the capacity to effectively address the service needs of our residents, while allowing for flexibility to address new challenges.
- Formalizing past restructuring efforts that have proven to be successful.
- Identifying and addressing the organizational deficiency that would hinder achieving the goals set forth in the FSP.
- Development of an aggressive Capital Improvement Plan aimed at protecting Los Alamitos residents' quality of life and ensuring the long-term viability of the City's infrastructure.

Listed below are the proposed department expenditures for FY2021-22. There have been only slight modifications to the Preliminary Budget expenditures that was presented at the May 17 Council meeting, which will be highlighted below

Department	FY21-22 Proposed
City Council	\$ 66,895
Administration	1,051,340
Finance	725,906
City Attorney	176,000
Police	7,376,168
Development Services	3,577,574
Recreation	1,775,322
Non-Departmental	608,223
Total Expenditures	15,357,428
Interfund Operating Transfers Out	1,303,500
Total Operating Expenditures / Transfers Out	\$ 16,660,928

Each departments will provide an overview of their respective department, and goals for FY2021-22.

Proposed Staffing Changes

In order to provide a clear picture of the City's new staffing model, a reconciliation of full-time and permanent part-time positions have been completed, reflecting positions from 2020, to current, including positions being proposed. The City had 51 full-time positions as of June 2020. Of those 51 positions, 5 were frozen as part of the measures to close a \$1.3 million budget gap for FY20-21. Looking forward, an addition of 5 full-time positions are being proposed for FY21-22, as well as adding back the 5 positions that were previously frozen, bringing the total full-time positions to 56. Some of these positions have been reclassified or will be budgeted as "under-filled" in order to provide for additional savings or potential reorganization depending on the City's operational needs.

For easy of reference, the Full-Time Position Control and the Permanent Part-Time Position Control, salary schedules and job descriptions are also included as Attachments.

Full Time Staffing

As compared to the full-time staffing plan presented at the City Council's May meeting, the three Corporal positions are now being proposed as three Police Officers. This change will allow for more flexibility in the future as the City continues to modify its operations to allow for more community engagement. This change will also allow the new management team to conduct as assessment of different deployment opportunities upon reaching full compliment.

Full Time Position Control				
Department	June 2020 Projection	Current Full Time Positions	Proposed 21/22 Budget	net gain/(loss)
Administration				
1	CITY MANAGER	CITY MANAGER	CITY MANAGER	
2	CITY CLERK	CITY CLERK	CITY CLERK	
3	EXECUTIVE ASSISTANT/BENEFITS	EXECUTIVE ASSISTANT/BENEFITS	EXECUTIVE ASSISTANT/BENEFITS	
4			ADMIN. SERVICES MANAGER	
Total Positions	3	3	4	
Finance				
1	FINANCE DIRECTOR	INTERIM FINANCE DIRECTOR	FINANCE DIRECTOR	
2	ACCOUNTANT	ACCOUNTANT	ACCOUNTANT	
3	FINANCE ASSISTANT	FINANCE ASSISTANT	SR. FINANCE ASSISTANT* (reclass)	
Total Positions	3	3	3	
Development Services				
1	DEV. SERVICES DIRECTOR	ACTING DEV. SERVICES DIRECTOR	DEV. SERVICES DIRECTOR/DCM	
2	DEPARTMENT SECRETARY	DEPARTMENT SECRETARY	DEPARTMENT SECRETARY	
3	MANAGEMENT ANALYST	MANAGEMENT ANALYST	MANAGEMENT ANALYST	
4	ASSOCIATE PLANNER	ASSOCIATE PLANNER	ASSOCIATE PLANNER	
5	MAINTENANCE WORKER I	MAINTENANCE WORKER I	MAINTENANCE WORKER I	
6	MAINTENANCE WORKER	MAINTENANCE WORKER	MAINTENANCE WORKER	
7	MAINTENANCE WORKER	MAINTENANCE WORKER	MAINTENANCE WORKER	
8	MAINTENANCE FOREMAN	MAINTENANCE FOREMAN	MAINTENANCE FOREMAN	
9	SR. MAINTENANCE WORKER	SR. MAINTENANCE WORKER	SR. MAINTENANCE WORKER	
10	MAINTENANCE WORKER	MAINTENANCE WORKER	MAINTENANCE WORKER	
11	CODE ENFORCEMENT OFFICER	CODE ENFORCEMENT OFFICER	CODE ENFORCEMENT OFFICER* (under-fill)	
12	LEAD FOREMAN	LEAD FOREMAN (frozen)	PUBLIC WORKS SUPERVISOR* (reclass)	
13			DEVELOPMENT SERVICES MANAGER	
14			MAINTENANCE WORKER	
Total Positions	12	12 (1 Frozen)	14	
Rec & Com Services				
1	RECREATION MANAGER	ACTING REC. SERVICES DIRECTOR	REC. SERVICES DIRECTOR	
2	DEPARTMENT SECRETARY	DEPARTMENT SECRETARY	DEPARTMENT SECRETARY	
3	RECREATION COORDINATOR	RECREATION COORDINATOR	RECREATION COORDINATOR	
4	RECREATION SUPERVISOR	RECREATION SUPERVISOR (vacant)	RECREATION SUPERVISOR	
5	RECREATION MANAGER	RECREATION MANAGER (frozen)	RECREATION MANAGER	
6			REC. COORDINATOR / GRAPHICS	
Total Positions	5	5 (1 Frozen)	6	
Police Department				
1	POLICE CHIEF	POLICE CHIEF	POLICE CHIEF	
2	POLICE CAPTAIN	POLICE CAPTAIN	POLICE CAPTAIN	
3	POLICE CAPTAIN	POLICE CAPTAIN	POLICE CAPTAIN	
4	DEPARTMENT SECRETARY	DEPARTMENT SECRETARY	DEPARTMENT SECRETARY	
5	RECORDS SPECIALIST	RECORDS SPECIALIST	RECORDS SPECIALIST	
6	RECORDS SPECIALIST	RECORDS SPECIALIST	RECORDS SPECIALIST	
7	COMMUNITY LIAISON OFFICER	COMMUNITY LIAISON OFFICER	COMMUNITY LIAISON OFFICER	
8	POLICE SERGEANT	POLICE SERGEANT	POLICE SERGEANT	
9	POLICE OFFICER	POLICE OFFICER	POLICE OFFICER	
10	POLICE OFFICER	POLICE OFFICER	POLICE OFFICER	
11	POLICE SERGEANT	POLICE SERGEANT	POLICE SERGEANT	
12	POLICE SERGEANT	POLICE SERGEANT	POLICE SERGEANT	
13	POLICE CORPORAL	POLICE CORPORAL	POLICE CORPORAL	
14	POLICE OFFICER	POLICE OFFICER	POLICE OFFICER	
15	POLICE OFFICER	POLICE OFFICER	POLICE OFFICER	
16	POLICE OFFICER	POLICE OFFICER	POLICE OFFICER	
17	POLICE OFFICER	POLICE OFFICER	POLICE OFFICER	
18	POLICE OFFICER	POLICE OFFICER	POLICE OFFICER	
19	POLICE OFFICER	POLICE OFFICER	POLICE OFFICER	
20	POLICE SERGEANT	POLICE SERGEANT	POLICE SERGEANT	
21	POLICE OFFICER	POLICE OFFICER	POLICE OFFICER	
22	POLICE SERGEANT	POLICE SERGEANT	POLICE SERGEANT	
23	POLICE OFFICER	POLICE OFFICER	POLICE OFFICER	
24	POLICE OFFICER	POLICE OFFICER (vacant)	POLICE OFFICER	
25	POLICE OFFICER	POLICE OFFICER (vacant)	POLICE OFFICER	
26	POLICE CORPORAL	POLICE CORPORAL (frozen)	POLICE OFFICER	
27	POLICE CORPORAL	POLICE CORPORAL (frozen)	POLICE OFFICER	
28	POLICE CORPORAL	POLICE CORPORAL (frozen)	POLICE OFFICER	
29			SUPPORT SERVICES MANAGER	
Total Positions	28 (24 Sworn/4 Non-Sworn)	28 (21 Sworn/4 Non-Sworn/3 Frozen)	29 (24 Sworn/5 Non-Sworn)	
Full Time Grand Total	51	51 (5 Frozen)	56	

Permanent Part Time Staffing

The City had 20 permanent part time positions as of June 2020. Of those 20 positions, 2 were frozen as part of the measures to close a \$1.3 million budget gap for FY20-21. Looking forward, the proposed budget calls for the unfreezing of 1 previously frozen position, the addition of 3 permanent part-time positions, and the reclass of one existing position. The other 1 previously frozen position would be eliminated. This would bring the total permanent part-time positions to 22.

As compared to the permanent part-time staffing plan presented at the City Council's May meeting, the part time Clerical Assistant/City Clerk position has been eliminated.

PERMANENT PART-TIME POSITIONS 21/22		
Department	Current Part Time Positions	Proposed Part Time Positions 21/22 Budget
Administration		
	1 RECEPTIONIST	RECEPTIONIST
	2 RECEPTIONIST (VACANT)	RECEPTIONIST
	3 CLERICAL ASSISTANT / CITY CLERK (frozen)	
Total Positions	3 (1 Frozen)	2
Finance		
	1 SPECIAL PROJECT COODINATOR (frozen)	SPECIAL PROJECT COODINATOR
Total Positions	1 (1 Frozen)	1
Development Services		
	1 MAINTENANCE WORKER	MAINTENANCE WORKER
	2 MAINTENANCE WORKER	MAINTENANCE WORKER
	3 CODE ENFORCEMENT OFFICER	CODE ENFORCEMENT OFFICER
	4 CODE ENFORCEMENT OFFICER	SR CODE ENFORCEMENT OFFICER (RECLASS)
		CODE ENFORCEMENT OFFICER
		CLERICAL ASSISTANT
		SPECIAL PROJECT COORDINATOR
Total Positions	4	7
Rec & Com Services		
	1 COMMUNITY SERVICES COORDINATOR	COMMUNITY SERVICES COORDINATOR
	2 RECREATION SPECIALIST	RECREATION SPECIALIST
	3 COMMUNITY SERVICES COORDINATOR	COMMUNITY SERVICES COORDINATOR
	4 RECREATION SPECIALIST	RECREATION SPECIALIST
	5 SPECIAL PROJECTS COORDINATOR	SPECIAL PROJECT COORDINATOR
Total Positions	5	5
Police Department		
	1 POLICE AIDE	POLICE AIDE
	2 POLICE AIDE	POLICE AIDE
	3 POLICE AIDE (VACANT)	POLICE AIDE
	4 POLICE AIDE	POLICE AIDE
	5 RESERVE POLICE OFFICER	RESERVE POLICE OFFICER
	6 PHOTO ENFORCEMENT OFFICER	PHOTO ENFORCEMENT OFFICER
	7 EMERGENCY SERVICES COORDINATOR	EMERGENCY SERVICES COORDINATOR
Total Positions	7	7
Part-Time Grand Total	20 (2 Frozen)	22

Staffing Timeline

The timeline for staffing and recruitment for vacant and additional proposed positions varies depending upon the position and the department. A typical recruitment for non-safety positions could take 2 to 4 months. For safety positions, recruitment could be much longer, and as long as 22 months to be at full staffing complement.

Capital Funding Needs

Due to years of necessary cuts to maintain a balanced budget in the past, the City Council has highlighted the City's infrastructure as an area of desired focus. In order to address this, staff has developed an aggressive Capital Improvement Program aim at ensuring the long-term viability of these vital City systems.

Below is a list of the proposed Capital Improvement Projects for FY21-22. These projects are already included within the proposed budgets. It is important to note that due to the City's access to alternative funding sources and insightful planning, these projects are funded primarily through non-General Fund sources. Out of a total of \$1,641,123 in proposed projects, only \$243,000 in matching funds from the City's General Fund would be required. Over the past few years, the City has undertaken an average of \$350,000 in Capital Improvement Projects.

The proposed Capital Improvement Projects for FY21-22 are listed below:

CDBG (FUND 19)

Round #1 Howard Street Project from Noel to Lexington	131,000
Round #2 Bloomfield Street Project from Farquhar to Katella	160,000
	291,000

GAS TAX (FUND 20)

SB-1 Suburbia Street Project (c/o from FY20-21)	186,984
SB-1 Woodcrest & Carrier Row Street Project	229,083
Street Marking/Striping	75,000
Storm Drain Management Plan	75,000
Survey City Boundaries	75,000
	641,067

MEASURE M (FUND 26)

ADA Curbs	25,000
ADA Sidewalks	25,000
Street Signs at Intersection (Arterial Overhead)	80,000
Katella Ave Signal Sync Project (c/o from FY20-21)	51,110
Pavement MGMT Project (c/o from FY20-21)	20,000
Tree Planting Citywide	50,000
Arterial & Residential Tree Trimming	62,000
Cerritos Ave Bridge Guardrail	30,000
Suburbia Street Project (c/o from FY20-21)	122,946
	466,056

GENERAL FUND**BUILDING IMPROV (FUND 25)**

Comm Ctr Front Door / Emer Exit	65,000
Flooring: Youth Ctr, Comm Ctr, PD offices	50,000
Painting: PD (indoor), Comm Ctr (outdoor)	25,000
Storage Containers (2)	12,000
PW Modular Breakroom	75,000

NON-DEPARTMENTAL

OCTA GRANT	
(\$80,000, \$16,000 City match)	16,000
	243,000

TOTAL ESTIMATED CIP**1,641,123**

GENERAL FUND	243,000	15%
OTHER FUNDING	1,398,123	85%

Recommendations

Should the City Council approve the recommended budget actions above, the estimated surplus (revenues \$18.9 million exceeding expenditures \$16.7 million) for FY21-22 would equal \$2.2 million.

FY2021-22

Proposed Revenues	\$ 18,879,068
Proposed Expenditures	<u>16,660,928</u>
Estimated surplus before recommended actions	<u>\$ 2,218,140</u>

Additional Recommendations/Considerations

The following are recommendations for additional expenditures for consideration:

Additional Capital Improvement Projects

In addition to the CIP funding outlined above, additional CIP projects in the amount of \$1,248,615 are also being contemplated and could be funded from the Measure Y revenue. See attached map for projected year one residential street improvements. In the event the Council is interested in pursuing this option, sufficient funding is available for the additional CIP, leaving an estimated General Fund surplus of approximately \$969,000 for FY21-22. (See Attachment 8 and Attachment 9, Map and Schedule of Projected One Year Residential Improvements – Measure Y.)

FY2021-22

Proposed Revenues	\$ 18,879,068
Proposed Expenditures	<u>16,660,928</u>
Surplus before recommended actions	2,218,140
Council recommended action - RSP YR1	<u>1,248,615</u>
Estimated surplus FY2021-22	<u>\$ 969,525</u>

Additional PERS UAL Early Paydown (General Fund)

Pension costs continue to be a major part of the City's costs. Additional PERS funding could be made to reach an earlier payoff of the UAL. In the event the Council is interested in pursuing this option, staff recommends that the Council approve the study of an early PERS UAL payoff and request the Budget Standing Committee formulate an early UAL payoff plan and develop a policy for its funding and return to Council for consideration and adoption.

ARPA Stimulus Funding

The American Rescue Plan Act (ARPA) became law on March 11, 2021. For the first time, all 19,000 municipal governments are entitled to a direct, non-competitive deferral formula

grant from the U.S. Treasury Department. The \$360 billion in funding is broken down as follows: State Governments \$195.3 billion, Tribal Governments \$20 billion, and Local Governments \$130.2 billion split evenly between municipal governments and county governments. The grant calculations are based on a Modified CDBG formula, with 30% of funds, or \$19.5 billion obligated to cities with less than 50,000 residents. There is also a cap in that the grants cannot exceed 75% of the City's most recent pre-pandemic total operating budget. The funding is scheduled to flow from the federal government to each state, to be further distributed to the Non-Entitlement Cities.

The estimated funding for the City is \$2.7 million, to be distributed in 2 tranches, one-half to be received in FY20-21, and the remainder 12 months following receipt of the initial payment. At the time of the writing of this staff report, the initial funding tranche from the State DOF is expected by July 16, 2021. The funding remains available for spending until December 31, 2024, with performance by December 31, 2026. Any unexpended funds must be returned to the U.S. Treasury. Although final guidance has not yet been released and is still evolving, an Interim Final Rule providing guidance has been released and provides a general outline and guidelines for eligible uses, including direct assistance programs, public health and safety, infrastructure, and revenue loss.

Once final regulations have been established and funding received, staff will be presenting options for the ARPA funds qualified expenditure to the Budget Standing Committee for evaluation and will subsequently return this item to Council for consideration and adoption.

Submitted by: Craig Koehler, Interim Finance Director
Approved by: Chet Simmons, City Manager

Attachments:

- 1. Resolution 2021-13, Exhibit A – Fiscal Year 2021-22 Proposed Budget is available online at: <https://cityoflosalamitos.org/your-government/finance/>*
- 2. Resolution 2021-14 - Executive and Non-Represented Employees*
- 3. Resolution 2021-15 – Part-Time Employees*
- 4. Resolution 2021-16 – Teamsters*
- 5. Resolution 2021-17 – Job Descriptions*
- 6. Full Time Position Control*
- 7. Permanent Part Time Position Control*
- 8. Projected Year One Residential Street Improvements – Map*
- 9. Projected Year One Residential Improvements – Measure Y – Schedule*

RESOLUTION NO. 2021-13

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF
LOS ALAMITOS, CALIFORNIA, ADOPTING THE ANNUAL
OPERATING AND CAPITAL IMPROVEMENT PROGRAM
BUDGET FOR FISCAL YEAR 2021-22**

WHEREAS, the City Manager, in accordance with Article XII, Sections 1201 and 1202 of the City Charter, has prepared and submitted a proposed annual budget for Fiscal Year 2021-22; and,

WHEREAS, the City Council has reviewed the proposed budget and conducted a Public Hearing on said budget.

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

SECTION 1. That the City Council of the City of Los Alamitos does hereby approve and adopt the Fiscal Year 2021-22 Budget as presented within the Proposed Annual Budget attached hereto as Exhibit A.

SECTION 2. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

PASSED, APPROVED AND ADOPTED this 21st day of June, 2021.

Mark A. Chirco, Mayor

ATTEST:

Windmera Quintanar, MMC, City Clerk

APPROVED AS TO FORM:

Michael S. Daudt, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LOS ALAMITOS)

I, Windmera Quintanar, MMC, City Clerk of the City of Los Alamitos, do hereby certify that the foregoing Resolution was adopted at a meeting of the City Council held on the 21st day of June, 2021, by the following vote to wit:

AYES: COUNCILMEMBERS:
NOES: COUNCILMEMBERS:
ABSENT: COUNCILMEMBERS:
ABSTAIN: COUNCILMEMBERS:

Windmera Quintanar, MMC, City Clerk



Fiscal Year 2021-22

Proposed Budget

CITY OF LOS ALAMITOS PROPOSED BUDGET

For Fiscal Year 2021-22, 2022-23

Marc Chirco

Mayor

Shelley Hasselbrink

Mayor Pro Tem

Ron Bates

Council Member

Tanya Doby

Council Member

Jordan Nefulda

Council Member

Submitted to the

City Council by:

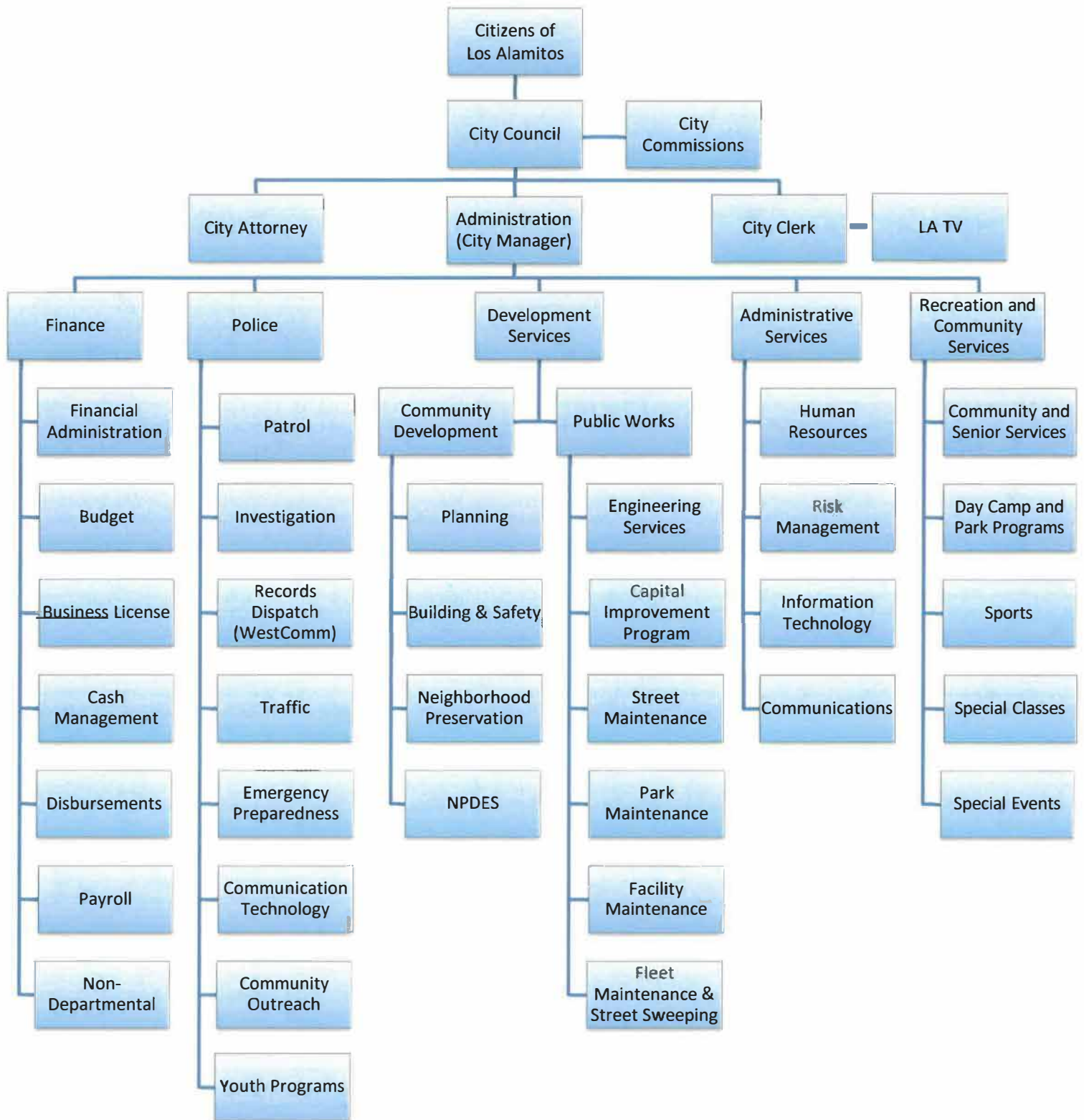
Chet Simmons

City Manager



CITY OF LOS ALAMITOS

Organization



Administrative Officials

City Manager

Chet Simmons, City Manager

City Clerk

Windmera Quintanar, City Clerk

City Attorney

Michael S. Daudt, City Attorney

Finance

Craig Koehler, Interim Director of Finance

Development Services

Ron Noda, Acting Director of Development Services

Police

Eric R. Nuñez (Retired), Interim Chief of Police

Engineering

Chris Kelly, City Engineer

Recreation and Community Services

Emeline Noda, Acting Director of Recreation and Community Services



FY 2021-2022, 2022-23

Summary of Sources and Uses by Fund



**City of Los Alamitos
Proposed Budget
For Fiscal Year 2021-22, 2022-23**

Summary of Sources and Uses by Fund

		Estimated Fund Balance June 30, 2021	Estimated Revenues & Transfers In	Estimated Expenditures & Transfers Out	Estimated Fund Balance June 30, 2022	Estimated Revenues & Transfers In	Estimated Expenditures & Transfers Out	Estimated Fund Balance June 30, 2023
10	General Fund							
	Unassigned	\$ 2,445,023	\$ 18,879,068	\$ 16,666,976	\$ 4,657,115	\$ 19,834,594	\$ 17,031,172	\$ 7,460,537
	Emergencies	3,716,525	-	-	3,716,525	-	-	3,716,525
	OPEB	500,000	-	-	500,000	-	-	500,000
	PERS Reserves	3,620,000	-	-	3,620,000	-	-	3,620,000
	TOTAL GENERAL FUND	10,281,548	18,879,068	16,666,976	12,493,640	19,834,594	17,031,172	15,297,062
	OTHER FUNDS							
19	CDBG	(30,315)	291,000	291,000	(30,315)	291,000	-	260,685
20	Gas Tax	270,147	513,531	761,067	22,611	540,000	120,000	442,611
21	Public Safety Aug. Fund	10,317	111,083	110,000	11,400	108,867	105,000	15,267
22	Supp. Law Enforcement	77,606	162,500	140,000	100,106	172,500	140,000	132,606
23	AQMD	61,130	16,500	61,865	15,765	16,000	-	31,765
24	Street & Alley Improvement	6,848	100	-	6,948	100	-	7,048
25	Building Improvement	6,452	242,900	227,000	22,352	142,900	-	165,252
26	Measure M	565,313	222,488	466,056	321,745	-	-	321,745
27	Asset Seizure	51,003	500	-	51,503	500	-	52,003
28	Los Alamitos TV	45,559	32,700	45,990	32,269	32,700	40,990	23,979
29	OTS Fund	66,299	16,000	5,000	77,299	16,000	5,000	88,299
31	Debt Service	355	213,700	213,594	461	215,700	215,494	667
40	Park Development	520,528	8,600	-	529,128	8,600	-	537,728
42	Capital Outlay	-	-	-	-	-	-	-
44	Traffic Improvement	173,163	17,500	-	190,663	17,500	-	208,163
50	Vehicle & Equipment ISF	802,204	312,000	937,092	177,112	312,000	475,750	13,362
51	Police Capital ISF	178,602	40,000	-	218,602	40,000	-	258,602
52	Facilities, Streets, Parks ISF	507,304	-	40,000	467,304	-	-	467,304
53	Technology Replacement ISF	263,876	190,000	324,800	129,076	190,000	174,500	144,576
54	Self Insurance ISF	56,103	700,000	717,700	38,403	720,000	745,999	12,404
55	Coronavirus Relief Fund	290,253	-	-	290,253	-	-	290,253
56	American Rescue Plan Funding	1,062,306	1,062,306	-	2,124,612	-	-	2,124,612
	ALL FUNDS	14,204,293	21,970,170	21,008,140	15,166,323	22,658,961	19,053,905	18,771,379



FY 2021-22, 2022-23

Summary of Transfers In & Out



**City of Los Alamitos
Proposed Budget
For Fiscal Year 2021-22, 2022-23**

Summary of Transfers In & Out

Transfer From	Transfer To	FY 2021-22	FY2022-23	Purpose
		Amount	Amount	
General Fund (10)	Facilities (52)	-	-	Funding for future facilities, streets, & parks projects
General Fund (10)	Self Insurance (54)	660,000	680,000	Funding for insurance, claims, & workers' comp
General Fund (10)	Buildg Improv (25)	240,000	140,000	Funding for building improvements
General Fund (10)	Technology Repl (53)	190,000	190,000	Funding for technology replacement
General Fund (10)	Debt Service (31)	213,500	215,500	Funding for bond payments - principal, interest & fees
		1,303,500	1,225,500	
Gas Tax (20)	General Fund (10)	120,000	120,000	Reimbursing GF for street-related maintenance
PSAF (21)	General Fund (10)	110,000	105,000	Reimbursing GF for public safety expenditures
SLESF (22)	General Fund (10)	140,000	140,000	Reimbursing GF for public safety expenditures
Office of Traffic Safety (29)	General Fund (10)	5,000	5,000	Reimbursing GF for traffic safety activity
		375,000	370,000	



FY 2021-22, 2022-23

Summary of Internal Service Charges



**City of Los Alamitos
Proposed Budget
For Fiscal Year 2021-22**

Summary of Internal Service Charges

Department/Division	Account	Amount	Purpose
GF - City Council	10-510-5287	1,600	Information Technology ISF
GF - City Manager/Clerk	10-511-5287	20,900	Information Technology ISF
GF - Finance	10-512-5287	17,100	Information Technology ISF
GF - Police Administration	10-521-5287	12,350	Information Technology ISF
GF - Police Patrol	10-522-5287	24,700	Information Technology ISF
GF - Police Investigation	10-523-5287	9,500	Information Technology ISF
GF - Police Records	10-524-5287	13,300	Information Technology ISF
GF - Police Traffic	10-528-5287	1,900	Information Technology ISF
GF - CDD Administration	10-531-5287	16,150	Information Technology ISF
GF - Planning	10-532-5287	5,700	Information Technology ISF
GF - Neighborhood Preservation	10-533-5287	8,280	Information Technology ISF
GF - Building Inspection	10-534-5287	4,750	Information Technology ISF
GF - Public Works Admin.	10-541-5287	9,500	Information Technology ISF
GF - Street Maintenance	10-542-5287	1,900	Information Technology ISF
GF - Park Maintenance	10-543-5287	1,900	Information Technology ISF
GF - Recreation Admin.	10-551-5287	20,900	Information Technology ISF
GF - Community Services	10-553-5287	4,750	Information Technology ISF
GF - Special Classes	10-557-5287	4,750	Information Technology ISF
PEG - Los Al TV	28-518-5287	5,320	Information Technology ISF
Vehicles & Equipment ISF	50-546-5287	4,750	Information Technology ISF
		190,000	Total GL Account 53-4475
GF - City Manager/Clerk	10-511-5286	1,210	Vehicle & Equipment Replacement ISF
GF - Finance	10-512-5286	1,210	Vehicle & Equipment Replacement ISF
GF - Police Administration	10-521-5286	31,460	Vehicle & Equipment Replacement ISF
GF - Police Patrol	10-522-5286	89,540	Vehicle & Equipment Replacement ISF
GF - Police Investigation	10-523-5286	31,460	Vehicle & Equipment Replacement ISF
GF - Police Records	10-524-5286	4,840	Vehicle & Equipment Replacement ISF
GF - Police Traffic	10-528-5286	4,840	Vehicle & Equipment Replacement ISF
GF - Neighborhood Preservation	10-533-5286	4,840	Vehicle & Equipment Replacement ISF
GF - Street Maintenance	10-542-5286	45,980	Vehicle & Equipment Replacement ISF
GF - Park Maintenance	10-543-5286	26,620	Vehicle & Equipment Replacement ISF
GF - Recreation Admin.	10-551-5286	4,840	Vehicle & Equipment Replacement ISF
		242,000	Total GL Account 50-4470
GF - Non Departmental	10-560-5486	70,000	Vehicle Capital Replacement
		70,000	Total GL Account 50-4480
GF - Police Administration	10-521-5288	40,000	Police Capital Replacement
		40,000	Total GL Account 51-4481



FY 2021-22, 2022-23 General Fund Summary



City of Los Alamitos **General Fund Summary** **For Fiscal Year 2021-22, 2022-23**

	2019-20 Actual	2020-21 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
REVENUE SUMMARY					
PROPERTY TAXES	4,168,969	4,039,500	4,355,481	4,584,079	4,706,937
OTHER TAXES	4,098,001	3,672,945	4,875,974	8,429,158	8,847,097
UTILITY USER TAXES	1,988,463	1,990,000	2,040,546	2,009,900	2,029,999
FRANCHISE FEES	592,078	664,100	608,777	667,836	674,515
LICENSES & PERMITS	1,326,530	924,902	1,016,081	1,036,403	1,057,130
FINES & FORFEITURES	664,332	730,500	361,037	738,309	945,075
USE OF MONEY & PROPERTY	219,929	106,100	131,907	229,280	236,159
OTHER AGENCIES	142,958	119,700	132,394	120,200	120,200
CHARGES FOR CURRENT SVCS	799,010	945,500	397,845	620,903	779,482
MISCELLANEOUS	60,751	72,000	254,539	68,000	68,000
TOTAL REVENUE	14,061,021	13,265,247	14,174,582	18,504,068	19,464,594
TRANSFERS IN	460,000	375,000	375,000	375,000	370,000
TOTAL REVENUE & TRANSFERS IN	14,521,021	13,640,247	14,549,582	18,879,068	19,834,594
EXPENDITURE SUMMARY					
CITY COUNCIL	69,933	66,895	66,895	66,895	66,895
ADMINISTRATION	775,635	770,249	770,249	1,051,340	1,084,354
FINANCE	789,086	641,579	641,579	725,906	746,265
CITY ATTORNEY	183,649	176,000	176,000	176,000	176,000
POLICE	5,540,104	6,400,326	6,216,715	7,376,168	7,521,140
DEVELOPMENT SERVICES	3,010,626	2,881,354	2,855,615	3,583,623	3,591,761
RECREATION	1,614,618	1,304,456	1,274,679	1,775,322	2,014,974
NON-DEPARTMENTAL	492,876	575,865	572,856	608,221	604,284
TOTAL EXPENDITURES	12,476,527	12,816,724	12,574,588	15,363,476	15,805,672
TRANSFERS OUT	949,000	809,000	1,122,500	1,303,500	1,225,500
TOTAL EXPENDITURES & TRANSFERS OUT	13,425,527	13,625,724	13,697,088	16,666,976	17,031,172
REVENUE OVER/(UNDER) EXPENDITURES	1,095,494	14,523	852,494	2,212,092	2,803,422
BEGINNING FUND BALANCE	9,186,054	10,281,548	10,281,548	10,281,548	12,493,640
ENDING FUND BALANCE	10,281,548	10,296,071	11,134,042	12,493,640	15,297,062
SUMMARY BY FUNCTION					
SALARIES & BENEFITS	7,671,094	8,078,915	8,204,890	10,383,982	10,838,717
MATERIALS, SUPPLIES, & SERVICES	4,805,433	4,737,809	4,369,698	4,979,494	4,966,955
TRANSFERS OUT	949,000	809,000	1,122,500	1,303,500	1,225,500
TOTALS	13,425,527	13,625,724	13,697,088	16,666,976	17,031,172



FY 2021-22, 2022-23

General Fund Revenues



City of Los Alamitos
General Fund Revenues
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20	2020-21	2020-21	2021-22	2022-23
		Actual	Amended Budget	Estimate	Proposed	Forecast
4000	CURRENT SECURED PROPERTY TAXES	2,252,743	2,200,000	2,403,091	2,590,542	2,666,969
4001	CURRENT UNSECURED PROPERTY TAX	73,800	71,000	71,000	83,888	86,306
4002	PRIOR YEARS PROPERTY TAXES	17,322	18,000	18,000	17,000	18,000
4003	SUPPLEMENTAL PROPERTY TAXES	50,616	50,000	50,000	50,000	50,000
4004	PUBLIC UTILITY PROPERTY TAXES	39,023	33,400	33,400	39,001	39,001
4005	HOMEOWNER'S EXEMPTION	10,435	12,600	12,600	10,000	11,000
4006	LIGHTING DISTRICT PROPERTY TAX	323,943	351,800	351,800	324,000	325,000
4007	REAL ESTATE TRANSFER TAX	150,080	75,000	78,288	80,000	80,000
4008	PROPERTY TAX IN LIEU OF VLF	1,267,858	1,249,500	1,359,102	1,405,909	1,447,383
4009	COUNTY PROPERTY TAX ADMIN CHG	(16,851)	(21,800)	(21,800)	(16,261)	(16,722)
	PROPERTY TAXES TOTAL	4,168,969	4,039,500	4,355,481	4,584,079	4,706,937
4100	SALES TAX	3,131,074	2,619,537	2,938,000	3,044,000	3,170,000
4101	SALES TAX - LOCAL			1,109,647	4,438,588	4,527,359
4105	SALES TAX GUARANTEE - CONSLD TD	75,000	75,000	75,000	75,000	75,000
4106	SALES TAX GUARANTEE - MED CNTR	21,395	21,400	21,400	21,400	21,400
4170	TRANSIENT OCCUPANCY TAX	132,449	300,108	75,027	180,670	363,753
4250	BUSINESS LICENSES	729,901	650,000	650,000	662,600	682,685
4251	BUSINESS LICENSES - SB1186	8,182	6,900	6,900	6,900	6,900
	OTHER TAXES TOTAL	4,098,001	3,672,945	4,875,974	8,429,158	8,847,097
4160	UTILITY TAX - ELECTRICITY	1,183,466	1,128,000	1,311,036	1,280,390	1,293,194
4161	UTILITY TAX - NATURAL GAS	145,789	164,000	131,200	131,200	132,512
4162	UTILITY TAX - TELEPHONE	408,447	420,000	336,000	336,000	339,360
4163	UTILITY TAX - WATER	250,761	278,000	262,310	262,310	264,934
	UTILITY USER TAXES TOTAL	1,988,463	1,990,000	2,040,546	2,009,900	2,029,999
					1.00%	
4201	CABLE TV FRANCHISE FEES	88,459	158,000	91,113	160,384	161,988
4202	REFUSE FRANCHISE FEES	208,864	207,000	215,130	206,773	208,841
4203	ELECTRIC FRANCHISE FEES	213,781	215,000	220,194	217,282	219,455
4204	GAS FRANCHISE FEES	34,118	30,300	34,118	29,965	30,264
4205	WATER FRANCHISE FEES	45,543	52,500	46,909	52,143	52,665
4207	PIPELINE FRANCHISE FEES	1,313	1,300	1,313	1,289	1,302
	FRANCHISE FEES TOTAL	592,078	664,100	608,777	667,836	674,515
4260	BUILDING PERMITS	481,524	314,000	334,708	341,402	348,229
4261	ELECTRICAL PERMITS	164,456	91,900	88,284	90,050	91,851
4262	MECHANICAL PERMITS	88,664	59,000	44,536	45,427	46,335
4263	PLUMBING PERMITS	71,343	41,712	45,144	46,047	46,968
4264	PUBLIC WORKS PERMITS	227,420	180,000	264,918	270,216	275,621
4265	PLANNING PERMITS	79,044	60,000	79,104	80,686	82,300
4266	BICYCLE LICENSES	-	-	-	-	-
4268	TECHNOLOGY/AUTOMATION FEE	77,217	30,490	30,490	31,100	31,722
4269	GENERAL PLAN FEE	25,921	15,200	3,075	3,137	3,199
4300	MOTOR VEHICLE IN LIEU	-	-	-	-	-
4400	BUILDING PLAN CHECKS	108,602	126,600	102,368	104,415	106,504
4401	NPDES INSPECTIONS	1,161	5,000	22,454	22,903	23,361
4403	TRACT/PARCEL MAPS PLAN CHECK	1,178	1,000	1,000	1,020	1,040
4404	PERMIT ISSUANCE CHARGE	-	-	-	-	-
	LICENSES & PERMITS TOTAL	1,326,530	924,902	1,016,081	1,036,403	1,057,130
4702	CODE ENFORCEMENT COST RECOVERY	492	500	375	502	512
4703	RED LIGHT CAMERA FINES	332,657	520,000	173,333	400,000	600,000
4704	PARKING FINES	137,379	120,000	79,081	140,127	142,929
4705	MOVING VIOLATIONS	185,471	80,000	103,844	189,180	192,964



City of Los Alamitos
General Fund Revenues
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20 Actual	2020-21 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
4706	DUI COST RECOVERY	8,333	10,000	4,404	8,500	8,670
	FINES & FORFEITURES TOTAL	664,332	730,500	361,037	738,309	945,075
4620	INVESTMENT EARNINGS	219,929	116,100	131,907	229,280	236,159
4621	FAIR MARKET VALUE ADJUST	-	(10,000)			
	USE OF MONEY & PROPERTY TOTAL	219,929	106,100	131,907	229,280	236,159
4301	POST REIMBURSEMENTS	5,281	7,000	2,378	12,000	12,000
4306	SRO REIMBURSEMENT	-	-	-		
4324	BSCC LOCAL ASSISTANCE	1,218	1,200	1,200	1,200	1,200
4325	MISC. POLICE REIMBURSEMENT	8,374	7,000	24,316	7,000	7,000
4381	OCTA CATCH BASIN GRANT	128,085	104,500	104,500	100,000	100,000
	REVENUE FROM OTHER AGENCIES TOTAL	142,958	119,700	132,394	120,200	120,200
4402	SALE OF MAPS AND COPIES	1,034	700	96	118	119
4450	FINGERPRINTING	832	1,100	640	605	611
4451	POLICE REPORTS	684	600	578	725	732
4452	POLICE DEPARTMENT ALARM FEES	15,027	12,000	1,036	11,456	11,571
4501	ARTS & CRAFTS - ADULTS	6,107	10,000	5,000	8,000	10,000
4505	BASKETBALL - ADULT	3,690	2,900	-	2,250	3,000
4506	BASKETBALL - YOUTH	30,017	30,300	14,000	16,750	19,100
4513	DANCE - ADULT	18,043	24,000	7,000	10,000	20,000
4517	DAY CAMPS	73,847	95,000	24,000	55,000	90,000
4519	EDUCATION - ADULT	1,922	3,000	500	2,250	9,000
4523	EXERCISE & FITNESS - ADULT	18,591	25,000	4,000	7,500	15,000
4526	FACILITY RENTAL - COMM CENTER	19,179	25,000	28,200	40,000	40,000
4527	FACILITY RENTAL - GYM	17,147	24,000	22,839	12,000	24,000
4528	FACILITY RENTAL-PICNIC SHELTER	4,415	7,000	1,000	7,000	7,000
4529	FACILITY RENTAL LIABILITY	1,360	3,000	700	3,000	3,000
4530	FIELD FEES (LAUREL)	4,603	7,500	3,250	7,500	7,500
4531	FIELD FEES (MCAULIFFE)	25,305	42,000	3,078	-	-
4532	FIELD FEES (OAK)	34,839	40,000	873	-	-
4533	FIELD LIGHT FEES (LAUREL)	387	1,000	2,500	1,500	1,500
4534	FIELD LIGHT FEES (MCAULIFFE)	1,732	7,200	3,575	7,200	7,200
4535	FIELD LIGHT FEES (OAK)	2,591	12,000	7,796	12,000	12,000
4536	FOOTBALL	521	1,400	2,500	3,000	3,500
4537	FOURTH OF JULY CELEBRATION	54,609	94,100	15,378	-	-
4549	PERFORMING ARTS & MUSIC-ADULT	-	-	-	-	-
4552	PRESCHOOL - READY, SET, GO	46,781	75,000	40,000	60,000	75,000
4553	RACE LOS AL	152,252	150,000	20	77,000	110,000
4558	SLO-PITCH	325	-	-	-	-
4559	SOCCER - ADULT	23,799	42,300	16,500	33,500	40,000
4560	SOCCER - YOUTH	2,516	2,800	929	1,250	1,500
4563	SPECIAL EVENTS	93,726	46,800	108,058	129,950	129,950
4564	SPECIAL INTEREST - ADULT	9,923	15,000	7,000	10,000	15,000
4568	T-BALL	308	-	-	1,200	1,200
4665	TEEN PROGRAM	-	-	-	-	-
4569	TENNIS CONTRACT	23,005	30,000	20,220	25,000	30,000
4570	TODDLER CLASSES	4,870	6,500	5,000	6,500	7,500
4571	TRACK & FIELD	(132)	3,500	-	1,750	2,500
4572	VOLLEYBALL	6,058	6,100	-	3,500	5,000
4573	VOLUNTEER PROGRAM	1,088	3,500	1,000	3,000	3,500
4575	LEARN TO SWIM LESSONS	-	-	-	-	-
4576	PRIVATE/SEMI-PRIVATE LESSONS	-	-	-	-	-
4577	AQUATICS CLASSES	-	-	-	-	-



City of Los Alamitos
General Fund Revenues
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20 Actual	2020-21 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
4579	MASTERS SWIM PROGRAM	-	-	-	-	-
4587	FIELD PREP FEES	4,824	5,000	2,379	200	300
4588	SPECIAL INTEREST - CAMPS	13,991	10,000	-	8,000	10,000
4589	COMMEMORATIVE BRICKS	-	-	-	-	-
4590	SPONSORSHIPS	57,000	53,500	34,500	34,500	39,500
4591	FIELD FEES (ORVILLE LEWIS)	-	200	200	200	200
4592	FIELD FEES (COTTONWOOD)	447	500	500	500	500
4593	PROCESSING FEES	13,747	21,000	8,000	12,000	18,000
4594	JFTB POOL REIMBURSEMENTS	-	-	-	-	-
4595	MISC RECREATION REIMB	8,000	5,000	5,000	5,000	5,000
	CHARGES FOR CURRENT SERVICES TOTAL	799,010	945,500	397,845	620,903	779,482
4406	CIP PLANS AND SPECIFICATIONS	15	-	-	-	-
4408	WATER MAIN REIMBURSEMENT	2,417	-	-	-	-
4830	SALE OF PROPERTY	-	-	-	-	-
4891	BAD DEBT	-	-	-	-	-
4894	INSURANCE REIMBURSEMENT	-	-	-	-	-
4896	DAMAGE TO CITY PROPERTY	5,132	4,000	-	-	-
4898	DONATIONS	-	-	-	-	-
4898.1801	DONATIONS - SSL	-	-	-	-	-
4899	MISCELLANEOUS REVENUE	53,187	68,000	254,539	68,000	68,000
	MISCELLANEOUS REVENUE TOTAL	60,751	72,000	254,539	68,000	68,000
4920	TRANSFERS IN - GAS TAX (20)	185,000	120,000	120,000	120,000	120,000
4921	TRANSFERS IN - PSAF (21)	120,000	110,000	110,000	110,000	105,000
4922	TRANSFERS IN - SLESF (22)	150,000	140,000	140,000	140,000	140,000
4929	TRANSFERS IN - TRAFFIC SAFETY (29)	5,000	5,000	5,000	5,000	5,000
	TRANSFERS IN TOTAL	460,000	375,000	375,000	375,000	370,000
	TOTALS	14,521,021	13,640,247	14,549,582	18,879,068	19,834,594



FY 2021-22, 2022-23

General Fund Expenditures

CITY COUNCIL

MISSION STATEMENT

The primary role of the City Council is to set legislative and fiscal policy for the City. As the elected legislative body, the Los Alamitos City Council is charged with making policy decisions and setting the budget for the City of Los Alamitos.

DEPARTMENT GOALS

- Annually support and implement the City of Los Alamitos Mission, Vision and Values through projects, programs and services
- Determine strategies, priorities and resource allocation needs for the achievement of community objectives
- Provide opportunity for the community to participate in city government through public meetings, workshops and board/commission meetings

PROGRAM DESCRIPTION

The City Council provides policy direction for the City of Los Alamitos and enacts all municipal legislation. The City Council directs the administration of its policy decisions through the City Manager for delegation to appropriate City staff.

SERVICE OBJECTIVES

- Provide for financial stability through strong financial oversight and strategic planning
- Provide the resources needed to maintain and improve the City's infrastructure, public safety and City services
- Work to expand the City's efforts in business retention and attraction through City Council participation
- Cultivate the existing positive relationship with Joint Forces Training Base
- Engage in the State and Federal legislative process to support legislation that benefits City and local government service delivery
- Maintain City's website to ensure that the residents of Los Alamitos maintain access and are connected to the City
- Conduct City Council meetings in a manner that recognizes legitimate differences of opinion, exercises mutual respect and professionalism among all participants



City of Los Alamitos
General Fund Expenditure - City Council
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20 Actual	2020-21 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
10-510-5102	REGULAR SALARIES	23,950	24,000	24,000	24,000	24,000
10-510-5130	MEDICARE	346	365	365	365	365
10-510-5151	PART-TIME RETIREMENT	713	700	700	700	700
10-510-5162	LIFE INSURANCE	-	-	-	-	-
10-510-5201	SUPPLIES	9,559	3,125	3,125	3,125	3,125
10-510-5205	POSTAGE	-	300	300	300	300
10-510-5207	TRAVEL & TRAINING	3,981	6,000	6,000	6,000	6,000
10-510-5209	DUES & SUBSCRIPTIONS	13,770	14,280	14,280	14,280	14,280
10-510-5235	ADVERTISING	4,390	3,125	3,125	3,125	3,125
10-510-5237	EMPLOYEE SERVICE AWARDS	2,388	3,400	3,400	3,400	3,400
10-510-5238	COMMISSIONER APPRECIATION	4,236	5,000	5,000	5,000	5,000
10-510-5246	MEETING CABLECASTING	5,000	5,000	5,000	5,000	5,000
10-510-5287	TECHNOLOGY INTRNL SRVC CHG	1,600	1,600	1,600	1,600	1,600
TOTALS		69,933	66,895	66,895	66,895	66,895
SUMMARY BY FUNCTION:						
	SALARIES & BENEFITS	25,009	25,065	25,065	25,065	25,065
	MATERIALS, SUPPLIES, & SERVICES	44,924	41,830	41,830	41,830	41,830
TOTALS		69,933	66,895	66,895	66,895	66,895

ADMINISTRATION (CITY MANAGER)

MISSION STATEMENT

To serve the City of Los Alamitos with strong leadership and vision and implement the policies of City Council. Promote effective involvement from the Los Alamitos City Council, City staff and residents in fulfilling and identifying our community's current and future needs.

DEPARTMENT GOALS

- Continue to be fiscally prudent and maintain a balanced budget while seeking alternative means of revenue and funding.
- Develop citywide strategy for well planned growth and development.
- Focus on developing and maintaining City personnel stability. Deliver efficient and effective customer service.
- Develop and market programs that encourage community involvement.
- Continue to improve relationships and communications with key constituents.
- Implement a citywide Customer Service program to recognize employees.

PROGRAM DESCRIPTION

The City Manager is responsible for the implementation of policies set by the City Council; the execution of the adopted budget; the identification of legislative priorities and the overall management of each City Department.

SERVICE OBJECTIVES

- Support the City Council in their representation of residents and businesses through effective implementation of their policy direction.
- Continue to support a management team that is committed to serving the community.
- Constantly strive to enhance the financial position of the City.
- Ensure that the City is a place where residents are safe and where businesses thrive.
- Manage City's personnel system.
- Continue ongoing meetings and relationship with the Los Alamitos Unified School District.
- Work with the Los Alamitos Area Chamber of Commerce to ensure that new businesses are introduced and engaged.
- Establish meetings with Legislative Representatives to discuss key topics and updates.
 - Working with the City Clerk and City Attorney to develop a resolution and timeline for changing to voting districts and planning 5 public hearings.

CITY CLERK

MISSION STATEMENT

The City Clerk is committed to providing exceptional and transparent customer service to internal and external customers; supporting City Council and Staff; administering democratic process including City elections; and, managing City records.

DEPARTMENT GOALS

- Prepare and produce City Council agendas and follow up correspondences
- Record and maintain City Council minutes, Ordinances, and Resolutions
- Process, maintain, and preserve City records in accordance with the laws of the State of California and adopted City Policies
- Codify and maintain the City of Los Alamitos Municipal Code
- Enhance access to the public process and records for members of the public
- Provide for long-term records storage for all City documents and expand electronic record retention efforts
- Comply with filing obligations required by the State Political Reform Act
- Providing exceptional customer services supporting Citizens, City Council, and Staff

PROGRAM DESCRIPTION

The City Clerk is responsible for the coordination of the City Council's administrative activities and legislative efforts. These efforts include the preparing City Council Agendas and follow-up correspondence; recording and maintaining City Council Minutes, Ordinances and Resolutions; preserving all official City records; recording deeds; administering oaths; receiving and processing liability claims against the City; responding to Public Records Act requests; providing applications for voter registration; complying with filing obligations required by the State Political Reform Act; and, maintenance of the Municipal Code. The City Clerk serves as the local Elections Official and coordinates municipal elections.

SERVICE OBJECTIVES

- Preservation of official City Records
- Conduct Municipal elections
- Maintain the Los Alamitos Municipal Code
- Provide accurate and efficient access to public documents
- Enforce campaign filing regulations for office holders and candidates



City of Los Alamitos
General Fund Expenditure - Administration
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20 Actual	2020-21	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
			Amended Budget			
10-511-5101	SALARIES - FULL-TIME	391,002	362,559	370,241	476,966	485,338
10-511-5103	SALARIES - PART-TIME	63,635	60,666	23,665	51,400	53,970
10-511-5118	CAR ALLOWANCE	9,950	12,000	12,000	12,000	12,000
10-511-5119	CELL ALLOWANCE	1,180	720	1,560	1,920	1,920
10-511-5126	SICK CONVERSION	1,453	1,000	1,708	1,800	1,800
10-511-5127	VACATION CONVERSION	32,899	4,000	3,099	4,000	4,000
10-511-5130	MEDICARE	7,223	5,723	6,352	6,959	7,070
10-511-5150	RETIREMENT	155,930	168,390	171,215	221,488	232,708
10-511-5151	PART-TIME RETIREMENT	1,629	3,152	790	2,056	2,159
10-511-5161	HEALTH INSURANCE	42,816	37,856	37,856	63,384	63,384
10-511-5162	LIFE INSURANCE	665	988	988	1,297	1,323
10-511-5163	DISABILITY INSURANCE	716	1,127	881	2,060	2,102
10-511-5201	SUPPLIES	8,843	11,500	8,000	8,000	11,500
10-511-5205	POSTAGE	30	100	100	100	100
10-511-5207	TRAVEL & TRAINING	1,443	5,000	2,000	5,000	5,000
10-511-5209	DUES & SUBSCRIPTIONS	3,242	1,800	1,800	1,800	8,871
10-511-5229	TUITION REIMB	1,364		6,286	-	-
10-511-5233	ELECTION EXPENSE	351	40,000	40,000	40,000	40,000
10-511-5235	ADVERTISING	2,110	2,500	2,500	2,500	2,500
10-511-5242	COMMUNICATION CHARGES	11,368	5,300	10,240	16,500	16,500
10-511-5245	CELL PHONE	655	600	-	-	-
10-511-5260	CONTRACTUAL SERVICES	5,486	10,000	38,700	100,000	100,000
10-511-5266	CODIFICATION SERVICE	11,377	15,000	10,000	10,000	10,000
10-511-5286	GARAGE INTERNAL SRVC CHG	1,068	1,068	1,068	1,210	1,210
10-511-5287	TECHNOLOGY INTRNL SRVC CHG	19,200	19,200	19,200	20,900	20,900
TOTALS		775,635	770,249	770,249	1,051,340	1,084,354
SUMMARY BY FUNCTION:						
	SALARIES & BENEFITS	709,098	658,181	630,355	845,330	867,773
	MATERIALS, SUPPLIES, & SERVICES	66,537	112,068	139,894	206,010	216,581
TOTALS		775,635	770,249	770,249	1,051,340	1,084,354

FINANCE

MISSION STATEMENT

The Finance Department is committed to providing excellence in financial oversight, reporting and ensuring the City's long-term fiscal health. The Department also provides excellent service to both our internal and external customers maintaining the highest level of accuracy, accountability, and timeliness.

DEPARTMENT GOALS

- Prepare an Operating Budget that is balanced.
- Provide timely budget updates to the City Council, including both revenues and expenditures.
- Prepare the Annual Report that continues to qualify for the Government Finance Officers' Association (GFOA) Award of Excellence in Financial Reporting.
- Develop and maintain a five-year forecast and strategy to secure a balanced budget over the long-term. Develop a long-term plan to deal with changes in CalPERS actuarial assumptions and increasing pension liability.
- Manage the City's investment portfolio in accordance with State and City ordinances and policies.
- Process enhancements to improve efficiencies, customer service, and control costs.

PROGRAM DESCRIPTION

- To provide timely, accurate financial recording and reporting. Assist operating departments achieve their objectives and at the same time ensure the City of Los Alamitos' long-term fiscal health.
- To develop and retain a diverse, high-quality workforce to serve the City of Los Alamitos. This includes providing benefits and training that is of value to our employees.
- To promote and facilitate the use of information technology in fulfilling the operational goals of the City of Los Alamitos.

SERVICE OBJECTIVES

- Provide courteous, efficient service to all internal and external customers.
- Coordinate all financial audits, including the City's annual audit, the federal Single Audit, and other State agency audits that may be required.
- Maintain accurate accounting records for the City's funds.
- Prepare timely and accurate financial reports, include the Annual Operating and Capital Improvement Program Budget, the Annual Report, and other required reporting to the State of California.



City of Los Alamitos
General Fund Expenditure - Finance
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20 Actual	2020-21	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
			Amended Budget			
10-512-5101	SALARIES - FULL-TIME	242,200	261,101	267,796	282,299	290,101
10-512-5103	SALARIES - PART-TIME	59,458	-		55,619	58,400
10-512-5118	CAR ALLOWANCE	3,750	3,600	3,600	3,600	3,600
10-512-5119	CELL ALLOWANCE	630	360	1,080	1,080	1,080
10-512-5120	OVERTIME	536	1,500	1,467	1,500	1,500
10-512-5126	SICK CONVERSION	507	1,500	-	1,500	1,500
10-512-5127	VACATION CONVERSION	23,018	4,300	-	4,000	4,000
10-512-5130	MEDICARE	4,670	4,633	4,231	6,201	6,478
10-512-5150	RETIREMENT	113,373	99,726	89,704	85,481	90,857
10-512-5151	PART-TIME RETIREMENT	2,243	-	-	2,086	2,190
10-512-5161	HEALTH INSURANCE	36,785	34,818	31,104	39,456	39,456
10-512-5162	LIFE INSURANCE	485	649	649	645	645
10-512-5163	DISABILITY INSURANCE	554	1,085	832	1,077	1,077
10-512-5201	SUPPLIES	5,740	4,000	2,400	4,000	4,000
10-512-5205	POSTAGE	5,638	2,800	1,595	5,640	5,640
10-512-5207	TRAVEL & TRAINING	575	2,300	940	2,200	2,200
10-512-5209	DUES & SUBSCRIPTIONS	495	600	600	1,140	1,140
10-512-5217	INSURANCE ADMIN COST	2,379	3,000	2,308	2,400	2,400
10-512-5218	EAP PROGRAM	241	300	133	271	271
10-512-5219	PRE-EMPLOYMENT EXPENSE	64	-	-	-	-
10-512-5220	ORAL BOARD EXPENSE	68	200	-	-	-
10-512-5222	SANITATION DIST USER FEE	8,153	8,330	8,330	8,397	8,648
10-512-5229	TUITION REIMBURSEMENT				2,200	1,000
10-512-5235	ADVERTISING	1,778	1,800	1,800	1,800	1,800
10-512-5260	CONTRACTUAL SERVICES	154,878	66,000	86,620	73,695	75,906
10-512-5262	ANIMAL CONTROL CONTRACT	71,718	72,700	73,870	76,086	78,368
10-512-5263	AUDIT SERVICES	22,448	33,205	30,448	30,912	31,385
10-512-5280	LEASED EQUIPMENT	8,153	14,000	14,000	14,312	14,312
10-512-5286	GARAGE INTERNAL SRVC CHG	1,072	1,072	1,072	1,210	1,210
10-512-5287	TECHNOLOGY INTRNL SRVC CHG	16,000	16,000	16,000	17,100	17,100
10-512-5290	MAINTENANCE-OFFICE EQUIP	1,477	2,000	1,000	-	-
TOTALS		789,086	641,579	641,579	725,906	746,265

SUMMARY BY FUNCTION:

SALARIES & BENEFITS	488,209	413,272	400,463	484,544	500,884
MATERIALS, SUPPLIES, & SERVICES	300,877	228,307	241,116	241,362	245,381
TOTALS	789,086	641,579	641,579	725,906	746,265

CITY ATTORNEY

MISSION STATEMENT

The City Attorney provides comprehensive legal services for the City of Los Alamitos. This service consists of providing legal staff at City Council meetings and appropriate commissions; the preparation and review of ordinances; the preparation of contracts and providing legal counsel to City Departments. Significant areas of responsibility include civil litigation and code enforcements issues.

DEPARTMENT GOALS

- Maintain open communication with the City Council, Planning Commission, other advisory bodies and with all City Departments to assist them in achieving and implementing their goals
- Provide high quality and timely legal services to City Council, Planning Commission and City Departments
- Maintain cost effective legal services
- Develop public confidence in the City Attorney

PROGRAM DESCRIPTION

The City Attorney is responsible for the review of resolutions; providing advice and representation regarding labor issues; and giving legal representation to the West Cities Police Communities JPA, including labor issues.

SERVICE OBJECTIVES

Provide legal services and legal advice to the City Council, Planning Commission, City Departments and all City advisory bodies.



City of Los Alamitos
General Fund Expenditure - City Attorney
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20 Actual	2020-21 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
10-513-5249	PROSECUTION SERVICES	32,895	-	14,377		
10-513-5261	LEGAL SERVICES	132,603	156,000	156,000	156,000	156,000
10-513-5264	LITIGATION	18,151	20,000	5,623	20,000	20,000
10-513-5264.1854	LITIGATION - PROP 54	-				
TOTALS		183,649	176,000	176,000	176,000	176,000

SUMMARY BY FUNCTION:

SALARIES & BENEFITS	-	-	-	-	-
MATERIALS, SUPPLIES, & SERVICES	183,649	176,000	176,000	176,000	176,000
TOTALS	183,649	176,000	176,000	176,000	176,000

POLICE

MISSION STATEMENT

The Los Alamitos Police Department will provide the highest degree of professional police service in partnership with the community to ensure Los Alamitos is a safe place to live, visit, and conduct business.

DEPARTMENT GOALS

- Provide the highest level of professional, effective, and efficient police service to the community
- Provide a safe environment and ensure the quality of life in Los Alamitos
- Continue to enhance the City's capability for emergency response operations during incidents of terrorism and other disasters
- Create a professional working environment that prepares, encourages, and provides opportunities for employees to achieve their full potential
- Incorporate state of the art technology to prevent and investigate crimes, respond to emergencies, and engage with the community
- Mitigate traffic safety issues and minimize the impact of local and regional traffic congestion
- Participate in regional efforts to improve response capabilities and capacity

ADMINISTRATION

PROGRAM DESCRIPTION

Administration provides the oversight and administrative backbone necessary for the effective and efficient delivery of police service. This includes the Executive Management Team, clerical support, and department training. Although the primary responsibility for staff development is with Administration, all managers and supervisors are tasked with mentoring and developing their subordinates. Enhancing leadership, improving staff efficiency, and promoting service-minded traits are essential to providing the best police service possible.

SERVICE OBJECTIVES

- Facilitate employee development, furthering a community service philosophy and enhancing a commitment to professionalism
- Provide relevant training to improve staff effectiveness and efficiency and promote consistency between shifts

- Demonstrate prudent fiscal management of the Police Department's Budget
- Maintain effective leadership and sound policy to ensure officer safety, Department morale, and reduce liability

PATROL

PROGRAM DESCRIPTION

The primary responsibility of the Patrol Bureau is to ensure the safety and security of the community. Combining traditional enforcement with creative problem-solving strategies, the Patrol Bureau responds to calls for service "Every Hour, Every Day." As the most visible representatives of the Police Department, Patrol Officers make customer service a priority while preventing crime, enforcing laws and apprehending criminals. This Bureau also includes Reserve Officers.

SERVICE OBJECTIVES

- Provide courteous, effective enforcement of all laws
- Implement strategies to enhance officer/citizen relationships, promote customer service, and strengthen police/community partnerships
- Maintain public safety and security
- Utilize crime trend analysis to provide directed enforcement to areas where significant crimes occur
- Implement community oriented policing strategies to reduce crimes and enhance quality of life issues

INVESTIGATIONS

PROGRAM DESCRIPTION

The Detective Bureau is made of investigators working to solve crimes and prepare cases for court. The investigations are generally classified into three groups: Crimes Against Persons, Property Crimes, and Fraud/Forgery. Through suppression, apprehension, and successful prosecution, Investigators are able to reduce the risk of future crimes.

SERVICE OBJECTIVES

- Establish a rapport with crime victims

- Utilize community outreach strategies to inform the public about crime trends and preventative measures
- Liaison with governmental and non-governmental agencies to enhance investigative strategies
- Identify and analyze crime trends occurring within the City and region

RECORDS

PROGRAM DESCRIPTION

The Records Bureau provides a valuable support function for the Police Department. It is responsible for protecting and maintaining an up-to-date records management system, tracking subpoenas, managing evidence, meeting State and Federal reporting mandates, preparing documents for court bookings, and tracking cases from the time of arrest through the duration of the trial. Fingerprinting, citation verifications, responding to public inquiries, and vehicle releases are some of the services provided by the Records Bureau.

SERVICE OBJECTIVES

- Provide courteous, professional service to community members on the phone and at the front counter
- Meet State and Federally mandated reporting deadlines
- Ensure the Department's compliance with CLETS policies

COMMUNICATIONS TECHNOLOGY

PROGRAM DESCRIPTION

With the ever-increasing dependence on technology, the Police Department participates in various partnerships which facilitate cost effective solutions to the technology challenges facing law enforcement. Included among those are: 1) the Integrated Law and Justice Agency of Orange County Joint Powers Authority (ILJ) which was formed to solicit grant funding to pay for technology; 2) Computer Aided Dispatch and Records Management Systems are provided through a contract with Central Square; 3) Police dispatch services are provided by the West Cities Police Communications Center (West-Comm) which was formed by a Joint Powers Authority between the Cities of Cypress, Los Alamitos and Seal Beach; and, 4) the 800 MHz countywide radio system.

SERVICE OBJECTIVES

- Improve public safety through increased access to information
- Reduce redundant data entry by automating processes
- Improve efficiency and customer service while reducing costs
- Utilize technology to reduce liability

COMMUNITY OUTREACH

PROGRAM DESCRIPTION

Community Outreach is the mechanism Los Alamitos Police Officers use to interact and foster partnerships with our citizens. The Department is constantly striving to improve efficiency by implementing compassionate, creative law enforcement programs which focus on prevention as well as apprehension. By utilizing up-to-date technology, the Department keeps community members informed by providing timely information about criminal activity and crime prevention through a cost-effective information dissemination network. In addition to mainstream social media, the Department utilizes Nixle to keep residents informed on matters impacting the community.

SERVICE OBJECTIVES

- Keep the community informed about issues pertaining to their neighborhoods and City as a whole.

YOUTH PROGRAMS

PROGRAM DESCRIPTION

The Department has a designated School Resource Officer (SRO) position that is assigned to Los Alamitos High School. The SRO offers a consistent presence and unique ability to solve interpersonal high school issues using positive, pro-active methods, often mitigating situations before they evolve into problems. With an SRO on campus, the amount of time patrol officers spend on campus is greatly reduced.

The Police Department participates in several youth diversionary programs which are designed to educate the City's youth about the consequences of drug and alcohol abuse. Police personnel continue to foster partnerships with students and faculty by participating in many special programs with the community's youth including career programs, SARB (School Attendance

Review Board), Drug Awareness Presentations, Safety Meetings, Every 15 Minutes, Reality Party, and Project Intervention.

SERVICE OBJECTIVES

- Establish a rapport with youth in the community by creating opportunities for positive interactions

TRAFFIC

PROGRAM DESCRIPTION

Routine traffic enforcement is provided by police officers assigned to patrol. The Traffic Bureau is responsible for enforcing traffic laws, investigating collisions, and educating the community about traffic safety. Although minor collision investigations are handled by patrol officers, major and fatal collision investigations are conducted by specially trained members of the interagency Serious Traffic Accident Response (STAR) Team. Parking control and red-light photo enforcement are also part of the Traffic Bureau.

SERVICE OBJECTIVES

- Provide courteous, effective enforcement of all traffic laws
- Utilize directed enforcement strategies to address specific traffic safety issues
- Promote public awareness of traffic safety issues through educational programs
- Participate in regional efforts to mitigate traffic concerns

EMERGENCY PREPAREDNESS

PROGRAM DESCRIPTION

The City of Los Alamitos is responsible for emergency response operations and will commit all available resources to save lives, minimize damage to property, and protect the environment. The Emergency Preparedness Team represents the City's interests to ensure a successful response during a major disaster. Managed by the Emergency Services Coordinator, the Team, consisting of representatives from all City Departments, meets with community stakeholders to strategize and prepare for incidents of terrorism and other disasters. Homeland Security also falls within this Bureau.

SERVICE OBJECTIVES

- Assist all City Departments with their preparation for major emergencies and disasters
- Coordinate with the Department of Homeland Security, FEMA, California Office of Emergency Services, and the Orange County Operational Area to ensure the City of Los Alamitos is in compliance with all mandates for emergency preparedness
- Work with community members to assist their individual preparation until city resources are available.



City of Los Alamitos
General Fund Expenditure - Police
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20 Actual	2020-21 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
Police Administration						
10-521-5101	SALARIES - FULLTIME	462,280	546,194	546,194	662,765	670,635
10-521-5104	HOLIDAY PAY	-	-	-	-	-
10-521-5114	EDUCATIONAL INCENTIVE	-	-	-	-	-
10-521-5117	UNIFORM ALLOWANCE	-	-	-	-	-
10-521-5119	CELL ALLOWANCE	630	1,080	1,080	1,800	1,800
10-521-5120	OVERTIME	160	500	500	500	500
10-521-5126	SICK CONVERSION	1,768	5,000	5,000	5,000	5,000
10-521-5127	VACATION CONVERSION	26,344	5,000	5,000	5,000	5,000
10-521-5130	MEDICARE	7,051	8,085	8,119	9,370	9,464
10-521-5150	RETIREMENT	258,901	293,187	298,263	329,781	351,661
10-521-5161	HEALTH INSURANCE	39,426	47,856	47,836	63,384	63,384
10-521-5162	LIFE INSURANCE	881	1,552	1,090	1,945	1,945
10-521-5163	DISABILITY INSURANCE	670	1,538	1,538	1,638	1,638
10-521-5201	SUPPLIES	15,680	12,000	12,000	12,000	12,000
10-521-5205	POSTAGE	468	1,500	1,500	1,500	1,500
10-521-5206	UNIFORMS	430	1,500	1,500	1,500	1,500
10-521-5207	TRAVEL	5,664	8,000	8,000	8,000	8,000
10-521-5208	TRAINING	1,994	23,000	23,000	23,000	23,000
10-521-5209	DUES & SUBSCRIPTIONS	17,389	12,000	12,000	12,000	12,000
10-521-5229	TUITION REIMBURSEMENT	-	-	-	3,000	-
10-521-5260	CONTRACTUAL SERVICES	9,745	10,000	10,000	10,000	10,000
10-521-5280	LEASED EQUIPMENT	6,170	5,000	5,000	5,000	5,000
10-521-5281	REAL PROPERTY LEASE	3,000	6,000	6,000	6,000	6,000
10-521-5286	GARAGE INTERNAL SRVC CHG	27,000	27,000	27,000	31,460	31,460
10-521-5287	TECHNOLOGY INTRNL SRVC CHG	9,600	9,600	9,600	12,350	12,350
10-521-5288	POLICE CAPITAL SRVC CHG	40,000	40,000	40,000	40,000	40,000
10-521-5290	MAINTENANCE-OFFICE EQUIP	-	5,000	5,000	5,000	5,000
Division Total		935,251	1,070,592	1,075,220	1,251,993	1,278,837



City of Los Alamitos
General Fund Expenditure - Police
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20 Actual	2020-21 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
Patrol						
10-522-5101	SALARIES - FULLTIME	1,174,991	1,302,288	1,302,288	1,635,986	1,666,235
10-522-5103	SALARIES - PART-TIME	63,985	26,100	-	-	-
10-522-5104	HOLIDAY PAY	48,381	70,269	70,269	69,388	70,353
10-522-5107	ONE TIME - BONUS	-	20,000	20,000	16,000	16,000
10-522-5111	SPECIAL SKILL PAY	7,565	10,564	5,522	5,822	5,822
10-522-5114	EDUCATIONAL INCENTIVE	28,758	42,582	41,385	43,219	43,449
10-522-5115	FIELD TRAINING PAY	1,654	2,500	2,500	2,500	2,500
10-522-5117	UNIFORM ALLOWANCE	15,920	19,000	18,000	16,000	16,000
10-522-5120	OVERTIME	362,812	350,000	280,075	300,000	250,000
10-522-5126	SICK CONVERSION	7,253	12,000	12,000	12,000	12,000
10-522-5127	VACATION CONVERSION	10,202	7,500	7,500	7,500	7,500
10-522-5130	MEDICARE	24,846	25,167	25,167	25,671	26,127
10-522-5150	RETIREMENT	566,692	499,182	743,704	904,787	971,943
10-522-5151	PART TIME RETIREMENT	352	500	23	-	-
10-522-5161	HEALTH INSURANCE	148,830	219,936	243,864	235,464	235,464
10-522-5162	LIFE INSURANCE	1,979	3,960	3,960	3,672	3,672
10-522-5201	SUPPLIES & SAFETY EQUIPMENT	15,768	15,000	15,000	20,000	20,000
10-522-5202	ARSENAL	15,425	22,500	22,500	24,500	24,500
10-522-5206	UNIFORMS	5,813	7,000	7,000	-	-
10-522-5207	TRAVEL	1,308	-	30	-	-
10-522-5208	TRAINING	-	-	-	-	-
10-522-5216	UNEMPLOYMENT COMPENSATION	-	3,000	3,000	-	-
10-522-5229	TUITION REIMBURSEMENT	590	5,000	5,000	5,000	5,000
10-522-5243	TELECOMMUNICATION CHARGES	4,981	3,750	3,750	4,800	4,800
10-522-5245	CELL PHONE	230	140	140	9,572	7,872
10-522-5260	CONTRACTUAL SERVICES	2,907	8,600	8,600	8,600	8,600
10-522-5270	BOOKING FEES	830	2,000	2,000	-	-
10-522-5286	GARAGE INTERNAL SRVC CHG	87,498	87,498	87,498	89,540	89,540
10-522-5287	TECHNOLOGY INTRNL SRVC CHG	16,000	16,000	16,000	24,700	24,700
Division Total		2,615,570	2,782,036	2,946,775	3,464,721	3,512,077
Investigation						
10-523-5101	SALARIES - FULLTIME	171,550	290,048	290,048	312,998	317,741
10-523-5103	SALARIES - PART-TIME	52,811	18,700	40,134	52,000	52,000
10-523-5104	HOLIDAY PAY	14,169	13,635	14,653	13,242	13,244
10-523-5107	ONE TIME - BONUS	-	3,000	3,000	3,000	3,000
10-523-5111	SPECIAL SKILL PAY	5,114	-	2,794	3,087	3,087
10-523-5113	SPECIAL ASSIGNMENT PAY	11,395	15,956	15,956	11,144	11,144



City of Los Alamitos
General Fund Expenditure - Police
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20 Actual	2020-21 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
10-523-5114	EDUCATIONAL INCENTIVE	16,316	15,956	15,956	11,144	11,144
10-523-5117	UNIFORM ALLOWANCE	2,000	3,000	3,000	3,000	3,000
10-523-5119	CELL ALLOWANCE	900	1,080	1,080	-	-
10-523-5120	OVERTIME	15,871	30,000	30,000	30,000	30,000
10-523-5126	SICK CONVERSION	1,920	3,200	3,200	3,200	3,200
10-523-5127	VACATION CONVERSION	1,862	1,500	1,500	1,500	1,500
10-523-5130	MEDICARE	4,102	5,347	5,347	5,158	5,229
10-523-5150	RETIREMENT	172,166	168,336	170,279	187,097	201,862
10-523-5151	PART TIME RETIREMENT	-	700	700	2,080	2,080
10-523-5161	HEALTH INSURANCE	12,298	46,584	46,584	46,584	46,584
10-523-5162	LIFE INSURANCE	215	743	743	743	743
10-523-5201	SUPPLIES	2,929	3,500	3,500	3,500	3,500
10-523-5207	TRAVEL	-	3,000	3,000	3,000	3,000
10-523-5208	TRAINING	-	-	-	-	-
10-523-5209	DUES & SUBSCRIPTIONS	4,201	6,500	6,500	5,500	5,500
10-523-5245	CELL PHONE				1,728	1,728
10-523-5286	GARAGE INTERNAL SRVC CHG	29,876	29,876	29,876	31,460	31,460
10-523-5287	TECHNOLOGY INTRNL SRVC CHG	8,000	8,000	8,000	9,500	9,500
Division Total		527,695	668,661	695,850	740,665	760,246
Records						
10-524-5101	SALARIES - FULLTIME	102,290	104,949	108,056	113,515	116,111
10-524-5103	SALARIES - PART-TIME	19,402	18,700	22,194	33,686	35,363
10-524-5117	UNIFORM ALLOWANCE	1,250	1,300	1,300	1,300	1,300
10-524-5119	CELL ALLOWANCE	690	655	720	720	720
10-524-5120	OVERTIME	1,164	3,000	3,000	3,000	3,000
10-524-5126	SICK CONVERSION	-	1,200	1,200	1,200	1,200
10-524-5127	VACATION CONVERSION	-	-	-	2,000	2,000
10-524-5130	MEDICARE	1,782	1,590	1,590	1,646	1,684
10-524-5150	RETIREMENT	19,481	39,937	36,623	34,555	36,550
10-524-5151	PART-TIME RETIREMENT	710	748	866	1,347	1,415
10-524-5161	HEALTH INSURANCE	24,386	31,056	31,056	31,056	31,056
10-524-5162	LIFE INSURANCE	205	330	330	330	330
10-524-5163	DISABILITY INSURANCE	485	655	655	655	655
10-524-5201	SUPPLIES	3,688	4,500	4,500	4,500	4,500
10-524-5206	UNIFORMS	1,271	600	1,300	1,300	1,300
10-524-5207	TRAVEL	500	110	110	-	-
10-524-5208	TRAINING				2,000	2,000
10-524-5209	DUES & SUBSCRIPTIONS	100	100	100	500	500
10-524-5286	GARAGE INTERNAL SRVC CHG	4,268	4,268	4,268	4,840	4,840
10-524-5287	TECHNOLOGY INTRNL SRVC CHG	8,000	8,000	8,000	13,300	13,300
Division Total		189,672	221,698	225,868	251,450	257,824
Communication Technologies						
10-525-5201	SUPPLIES	22	-	-	-	-
10-525-5240	TELEPHONE	6,384	20,000	20,000	20,000	20,000
10-525-5242	CABLE TELEVISION	1,562	1,500	1,500	1,500	1,500
10-525-5260	CONTRACTUAL SERVICES	11,087	13,800	13,800	13,800	13,800
10-525-5272	WEST-COMM CONTRACTUAL	694,623	694,995	694,995	704,418	732,595
10-525-5291	MAINTENANCE - COMMUNICATIONS	37,698	22,000	22,000	35,000	35,000
10-525-5292	MAINTENANCE - COMPUTERS	4,000	8,000	8,000	4,000	4,000
Division Total		755,376	760,295	760,295	778,718	806,895
Community Outreach						
10-526-5101	SALARIES - FULLTIME	48,630	51,059	52,562	56,224	58,990



City of Los Alamitos
General Fund Expenditure - Police
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20 Actual	2020-21 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
10-526-5117	UNIFORM ALLOWANCE	625	650	650	650	650
10-526-5120	OVERTIME	1,109	1,353	1,353	1,400	1,400
10-526-5126	SICK CONVERSION	330	0	99	100	100
10-526-5130	MEDICARE	716	774	756	815	856
10-526-5150	RETIREMENT	3,268	14,004	14,004	17,114	18,571
10-526-5161	HEALTH INSURANCE	11,427	15,528	15,528	15,528	15,528
10-526-5162	LIFE INSURANCE	108	144	144	165	165
10-526-5163	DISABILITY INSURANCE	162	349	328	328	328
10-526-5201	SUPPLIES	2,218	8,000	8,000	8,000	8,000
10-526-5208	TRAINING	-	-	-	1,000	1,000
10-526-5209	DUES & SUBSCRIPTIONS	508	4,250	4,250	200	200
10-526-5245	CELL PHONE			360	500	500
Division Total		69,101	96,111	98,034	102,024	106,288
Youth Programs						
10-527-5101	SALARIES - FULLTIME	69,869	94,619	-	90,126	94,869
10-527-5104	HOLIDAY PAY	-	4,123	-	3,813	4,014
10-527-5107	ONE TIME - BONUS	-	1,000	-	1,000	1,000
10-527-5113	SPECIAL ASSIGNMENT PAY	3,403	4,731	-	4,425	4,425
10-527-5114	EDUCATIONAL INCENTIVE	673	1,320	-	1,320	1,320
10-527-5117	UNIFORM ALLOWANCE	920	1,000	-	1,000	1,000
10-527-5119	CELL ALLOWANCE	300	360	-	-	-
10-527-5120	OVERTIME	9,235	6,500	-	6,500	6,500
10-527-5126	SICK CONVERSION	-	1,000	-	1,000	1,000
10-527-5127	VACATION CONVERSION	4,993	-	-	5,000	5,000
10-527-5130	MEDICARE	1,430	1,539	-	1,466	1,541
10-527-5150	RETIREMENT	8,864	30,983	-	34,400	38,397
10-527-5161	HEALTH INSURANCE	7,944	15,528	-	8,400	8,400
10-527-5162	LIFE INSURANCE	138	248	-	248	248
10-527-5201	SUPPLIES	-	550	-	250	250
10-527-5202	ARSENAL	-	720	-	720	720
10-527-5207	TRAVEL	795	700	-	1,200	1,200
10-527-5208	TRAINING				5,000	5,000
10-527-5209	DUES & SUBSCRIPTIONS	40	40	-	500	500
10-527-5243	TELECOMMUNICATION CHARGES	266	456	-	500	500
10-527-5260	CONTRACTUAL SERVICES	-	40,445	-	-	-
Division Total		108,870	205,862	-	166,868	175,884
Traffic						
10-528-5101	SALARIES - FULLTIME	129	98,422	-	90,126	94,869
10-528-5103	SALARIES - PART-TIME	76,992	105,270	105,270	127,547	130,098
10-528-5104	HOLIDAY PAY	-	4,205		3,813	4,014
10-528-5107	ONE TIME - BONUS	-	1,000		1,000	1,000
10-528-5113	SPECIAL ASSIGNMENT PAY	-	4,921		4,425	4,425
10-528-5114	EDUCATIONAL INCENTIVE	-	4,921		4,425	4,425
10-528-5117	UNIFORM ALLOWANCE	-	1,000		1,000	1,000
10-528-5120	OVERTIME	-	10,000		10,000	10,000
10-528-5126	SICK CONVERSION	-	880		1,000	1,000
10-528-5127	VACATION CONVERSION	-	-		-	-
10-528-5130	MEDICARE	642	1,645	1,579	3,357	3,472
10-528-5150	RETIREMENT	75	32,583	255	35,487	39,636
10-528-5151	PART-TIME RETIREMENT	2,878	4,211	4,211	5,102	5,204
10-528-5161	HEALTH INSURANCE	-	15,528	-	15,528	15,528
10-528-5162	LIFE INSURANCE	-	248	-	248	248



City of Los Alamitos
General Fund Expenditure - Police
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20 Actual	2020-21 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
10-528-5201	SUPPLIES	5,518	6,500	6,500	8,500	6,500
10-528-5206	UNIFORMS	155	1,000	1,000	1,000	1,000
10-528-5207	TRAVEL	-	3,000	3,000	-	-
10-528-5208	TRAINING	-	-	-	-	-
10-528-5209	DUES & SUBSCRIPTIONS	-	40	40	-	-
10-528-5260	CONTRACTUAL SERVICES	185,897	210,000	210,000	210,000	210,000
10-528-5269	CITATION PROCESSING	10,026	10,000	10,000	10,000	10,000
10-528-5286	GARAGE INTERNAL SRVC CHG	4,272	4,272	4,272	4,840	4,840
10-528-5287	TECHNOLOGY INTRNL SRVC CHG	1,600	1,600	1,600	1,900	1,900
Division Total		288,184	521,246	347,727	539,298	549,159



City of Los Alamitos
General Fund Expenditure - Police
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20 Actual	2020-21 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
Emergency Preparedness						
10-529-5103	SALARIES - PART-TIME	41,620	58,250	57,280	58,250	58,250
10-529-5120	OVERTIME	90	1,725	1,725	-	-
10-529-5130	MEDICARE	579	850	850	850	850
10-529-5151	PART-TIME RETIREMENT	-	2,200	2,291	2,330	2,330
10-529-5201	SUPPLIES	1,390	3,500	-	10,000	3,500
10-529-XXXX	CERT		1,000	-	1,000	1,000
10-529-XXXX	INFRASTRUCTURE		1,500	-	1,500	1,500
10-529-5260	CONTRACTUAL SERVICES	6,706	4,800	4,800	6,500	6,500
Division Total		50,385	73,825	66,946	80,430	73,930
DEPARTMENT TOTALS		5,540,104	6,400,326	6,216,715	7,376,168	7,521,140
SUMMARY BY FUNCTION:						
	SALARIES & BENEFITS	4,213,852	4,938,116	4,802,326	5,885,690	6,015,685
	MATERIALS, SUPPLIES, & SERVICES	1,326,252	1,462,210	1,414,389	1,490,478	1,505,455
TOTALS		5,540,104	6,400,326	6,216,715	7,376,168	7,521,140

DEVELOPMENT SERVICES

MISSION STATEMENT

Under the direction of the City Manager, the responsibility of the Development Services Department established the physical development of the Community through two divisions, Community Development and Public Works. Through these divisions, we establish the long range vision for the City of Los Alamitos and to maintain the mechanisms to guide physical development to promote livability, aesthetic value, and economic development. The Development Services Department shall also plan, design, operate and maintain the public infrastructure including streets, street landscaping, parks, storm drains, buildings, vehicles and equipment and to safely, efficiently, and effectively protect the City's physical investments through periodic maintenance, replacement and repair of all assets, thereby providing a safe, clean and pleasant environment for the public.

PLANNING

PROGRAM DESCRIPTION

Essential duties include, but are not limited to, the following: Conducts complex assignments involving current or long-range planning projects; confers with applicants and agency representatives to identify problems; evaluates data and proposes methods to resolve conflicting issues of plan implementation, zoning requirements, and environmental impact. Serves as project manager for major assignments and programs, and prepares project reports including related recommendations; leads or participates in oral presentations. Contributes to the review and revision of local ordinances; conducts research; coordinates interdepartmental review; schedules public hearings and participates in the discussion of proposed changes. Administers, schedules, and conducts meetings of public committees and public hearings; provides information and distributes materials; reviews proposals or applications; prepares report and makes recommendations; advises of related laws, ordinances, policies, and procedures. Responds to inquiries, both orally and in writing; interprets planning policies, state laws and local ordinances, or explains procedures; advises the Planning Commission and other committees and commissions.

Evaluates current development projects by detailed review of plans for architecture, zoning and general plan requirements; performs field surveys to identify problems and upon completion of projects to ensure conformance with applicable requirements, discusses recommendations with property owners, builders, developers, architects, and real estate professionals. Facilitates and implements urban design programs; identifies problems in urban environment; suggests solutions through design concepts and/or regulatory changes; inventories and collects data; participates in design team meetings; conducts CEQA/NEPA environmental reviews and prepares environmental documents; works with and maintains City's Geographical Information System

(GIS); and reviews proposed Regional Housing Needs Assessment (RHNA) documentation from state and local agencies and advocates on behalf of City.

SERVICE OBJECTIVES

- Provide a high level of customer service and responsiveness to residents, businesses, developers and other members of the public through personal interaction at the front counter, over the telephone, and in response to written requests.
- Provide timely and accurate processing of discretionary development cases including General Plan Amendments, Zone Changes, Conditional Use Permits, Variances and Site Plan Reviews.
- Facilitate City's review of development projects with other City departments for compliance with regulatory requirements.
- Administer provisions of the Zoning Code and other adopted documents.
- Continue the administration and implementation of Community Development Block Grants.

Maintain and implement the City's General Plan as a long-term visionary document to guide City decision-making that benefits residents and businesses, while improving the quality of life in Los Alamitos.

NEIGHBORHOOD PRESERVATION

PROGRAM DESCRIPTION

Code Enforcement provides enforcement of the City's Municipal Code as it relates to neighborhood and community issues. The code enforcement division is responsible for implementation of municipal codes in residential, commercial, and industrial areas of the City. Most code violations consist of property maintenance issues. The Code Enforcement Officer also provides inspections and enforcement actions for compliance with the City's National Pollutant Discharge Elimination System (NPDES) Permit. Routine inspection of Best Management Practices (BMP's) for adopted Water Quality Management Plans (WQMP's); and, assistance with inspections on multi-family rental housing for compliance with State housing laws. Through a combination of field inspections and research, violations are documented and a Notice of Violation may be issued if warranted. The fundamental goal of Code Enforcement is to seek compliance with the City's Code and achieve a safe, clean, and healthy living and working community environment.

SERVICE OBJECTIVES

- Take action as soon as possible on each reported violation.
- Implementation of code revisions as clarification is deemed necessary.

- Take a pro-active approach to maintain City standards in problem areas.
- Keep current with the latest methods and technology through continued education and association with professional organizations.

BUILDING AND SAFETY – BUILDING INSPECTION

PROGRAM DESCRIPTION

The Building and Safety Division provides services to the community in their building and development projects. Through a contract, the Building and Safety Division provides plan checking, permit issuance, building inspection, and other building related services. The Building Official assures that proper construction methods are incorporated and provide inspection of work done on buildings. These inspections are conducted to ensure that the project is in conformance with applicable Building Codes. The Building department works collaboratively with other agencies to ensure that projects do not proceed without appropriate approvals. The Building Division is available each day that City Hall is open. Most plan checking and inspection services are performed as a routine duty of the contract Building Official; however, this cost also includes plan checking for large projects. Also includes costs for back-up contract inspection services for periods of high demand and grading and National Pollution Discharge Elimination System (NPDES) plan check services.

SERVICE OBJECTIVES

- Process approximately 30 permits and 60 inspections per month.
- Provide daily morning and afternoon counter hours as well as daily inspection services.
- Attend and participate in NPDES programs.
- Update files and computer systems.
- Work with Director in evaluating the development tracking system to create procedures and processes for ensuring timely review of building proposals in coordination with other departments.

BUILDING AND SAFETY – NPDES

PROGRAM DESCRIPTION

The City of Los Alamitos, (and other Orange County Cities) operate municipal storm drain systems and discharge stormwater and urban runoff pursuant to National Pollutant Discharge Elimination System (NPDES) Permits. These Permits require that the Permittee effectively prohibit non-stormwater discharges to the storm drain system, and Implement controls to reduce the

discharge of pollutants in stormwater to the Maximum Extent Practicable (MEP). The Permits also require that a progress report, termed Program Effectiveness Assessment (PEA), be prepared on an annual basis. The objectives of the PEA are to:

- Present a compilation of the programmatic implementation and validation data;
- Provide for annual data analyses by which the City and the Principal Permittee can, on a jurisdictional, watershed and/or countywide basis, assess program effectiveness;
- Ensure that the iterative evaluation and improvement process is applied on a jurisdictional, watershed and/or countywide level to each of the program elements; and
- Provide a mechanism for the City to identify and report modifications that have or will be made to their Drainage Area Management Plan (DAMP)/Local Implementation Plan (LIP).

Program management activities conducted by the City of Los Alamitos involve the following activities:

- Coordination with the Principal Permittee and other Permittees on program development;
- Common program implementation (such as monitoring, public education and watershed programs);
- Funding of shared budgets under the Implementation Agreement;
- Coordination with internal City departments to implement the LIP;
- Preparing, approving and tracking shared cost budgets prepared by the Principal Permittee and individual cost budgets prepared by the City; and
- Data management and compliance reporting based on common practices specified in the DAMP.

SERVICE OBJECTIVES

- Produce annual Report (PEA)
- Provide for Inspections of all sites with WQMP
- Attend and participate in mandatory NPDES programs.
- Conduct Outreach and Education to meet permit objectives.

STREET MAINTENANCE

PROGRAM DESCRIPTION

The Street Maintenance Division of the Public Works Department is responsible for maintaining the existing public infrastructure including streets, storm drains, street striping, street signage, and sidewalks. The division is responsible for safely, efficiently, and effectively protecting the City's physical investments through periodic routine maintenance, replacement, and repair of all infrastructure assets, thereby providing a safe, clean and pleasant environment for the public.

SERVICE OBJECTIVES

- Ensure completion of the City's annual Residential Street Improvement Project on time and within budget
- Ensure completion of the City's annual Concrete Repairs Project on time and within budget
- Regularly maintain pavement on public streets and storm drain system in accordance with established performance standards

PARK MAINTENANCE

PROGRAM DESCRIPTION

The Park Maintenance Division of the Public Works Department is responsible for maintaining the existing public infrastructure including parks, arterial landscaping, and tree trimming. The division is responsible for safely, efficiently, and effectively protecting the City's physical investments through periodic routine maintenance, replacement, and repair of all infrastructure assets, thereby providing a safe, clean, and pleasant environment for the public.

SERVICE OBJECTIVES

- Manage the City's on-going landscape maintenance needs
- Manage the City's annual maintenance contracts
- Manage maintenance staff to maximize operational efficiencies and minimize costs

FACILITY MAINTENANCE

PROGRAM DESCRIPTION

The Facility Maintenance Division of the Public Works Department is responsible for maintaining the existing public infrastructure including facilities, park restrooms, and janitorial services. The division is responsible for safely, efficiently, and effectively protecting the City's physical investments through periodic routine maintenance, replacement, and repair of all infrastructure assets, thereby providing a safe, clean and pleasant environment for the public.

SERVICE OBJECTIVES

- Manage the City's on-going facility maintenance needs
- Manage the City's janitorial needs

- Manage the City's annual maintenance contracts.
- Manage maintenance staff to maximize operational efficiencies and minimize costs.

FLEET MAINTENANCE

PROGRAM DESCRIPTION

The Fleet Maintenance Division of the Public Works Department is responsible for maintaining City vehicles and construction equipment. The division is responsible for safely, efficiently, and effectively protecting the City's physical investments in its equipment through routine maintenance, repair and replacement; thereby protecting the community investment in its vehicles and construction equipment.

SERVICE OBJECTIVES

- Provide routine on-going maintenance to all City vehicles and construction/maintenance equipment
- Review and maintain vehicle and equipment replacement schedules
- Continue to keep City vehicles and construction/maintenance equipment in good working condition

ENGINEERING SERVICES

PROGRAM DESCRIPTION

The Engineering Division of the Public Works Department is responsible for the managing, programming and implementing the City's Capital Improvement Program, and seeking funding for all projects. The division provides support to the department in the review of new development for engineering related issues. Additionally, the Engineering Division is responsible for managing the City traffic signal system and handling community requests for service related to traffic issues. The City Engineer is the City liaison to a number of regional transportation agencies such as OCTA and Caltrans. The division acts as the secretary to the Traffic Commission.

SERVICE OBJECTIVES

- Manage the City's Capital Improvement Program
- Manage regional and local transportation Issues
- Provide efficient and timely development review and encroachment permitting
- Manage division budget



City of Los Alamitos
General Fund Expenditure - Development Services
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20 Actual	2020-21 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
Community Development Administration						
10-531-5101	SALARIES - FULLTIME	63,120	130,349	130,349	216,411	229,986
10-531-5118	CAR ALLOWANCE	225	3,600	3,600	1,800	1,800
10-531-5119	CELL ALLOWANCE	150	180	540	900	900
10-531-5120	OVERTIME	929	500	268	500	500
10-531-5126	SICK CONVERSION	190	2,000	2,000	2,000	2,000
10-531-5127	VACATION CONVERSION	-	2,134	2,203	2,500	2,500
10-531-5130	MEDICARE	1,015	2,069	1,796	3,084	3,277
10-531-5150	RETIREMENT	48,952	64,305	64,761	92,999	102,621
10-531-5161	HEALTH INSURANCE	8,474	19,728	19,728	35,256	35,256
10-531-5162	LIFE INSURANCE	271	516	278	682	682
10-531-5163	DISABILITY INSURANCE	531	492	492	819	819
10-531-5201	SUPPLIES	4,766	1,600	6,655	4,000	4,000
10-531-5205	POSTAGE	576	1,000	1,750	5,000	5,000
10-531-5207	TRAVEL & TRAINING	379	2,000	300	2,600	2,600
10-531-5209	DUES & SUBSCRIPTIONS	1,022	1,000	1,000	1,000	1,000
10-531-5229	TUITION REIMBURSEMENT	-	-	2,636	5,800	6,000
10-531-5235	ADVERTISING	-	500	500	500	500
10-531-5240	TELEPHONE	-	200	200	-	-
10-531-5260	CONTRACTUAL SERVICES	72,770	50,000	24,360	30,000	30,000
10-531-5287	TECHNOLOGY INTRNL SRVC CHG	16,000	16,000	16,000	16,150	16,150
Division Total		219,370	298,173	279,416	422,001	445,591
Planning						
10-532-5101	SALARIES - FULLTIME	82,008	80,060	82,113	83,113	83,113
10-532-5103	SALARIES - PART TIME	-	-	17,075	67,648	71,036
10-532-5120	OVERTIME	1,637	1,200	900	750	750
10-532-5126	SICK CONVERSION	262	373	698	700	700
10-532-5130	MEDICARE	1,213	1,190	1,488	1,196	2,262
10-532-5150	RETIREMENT	43,818	39,818	39,818	46,459	47,601
10-532-5151	PART TIME RETIREMENT	-	-	683	2,706	2,841
10-532-5161	HEALTH INSURANCE	8,037	15,528	15,528	15,228	15,228
10-532-5162	LIFE INSURANCE	113	165	165	165	165
10-532-5163	DISABILITY INSURANCE	254	328	328	1,316	1,394
10-532-5201	SUPPLIES	643	1,200	1,000	-	-
10-532-5205	POSTAGE	292	1,200	30	1,000	1,000
10-532-5207	TRAVEL & TRAINING	203	5,000	800	3,000	3,000
10-532-5209	DUES & SUBSCRIPTIONS	651	350	350	350	350
10-532-5235	ADVERTISING	4,496	5,000	2,000	3,000	3,000
10-532-5245	CELL ALLOWANCE	-	-	360	360	360
10-532-5260	CONTRACTUAL SERVICES	16,118	-	-	-	-
10-532-5260.1250	GENERAL PLAN	-	-	-	-	-
10-532-5260.1260	ZONING CODE UPDATE	12,789	-	-	-	-
10-532-5260.1270	ECONOMIC DEV STUDIES	-	-	-	30,000	30,000
10-532-5260.1280	AUTOMATION SERVICES	12,526	30,490	30,490	31,100	31,722
10-532-5260.1290	HOUSING ELEMENT	-	-	-	68,190	-
10-532-5287	TECHNOLOGY INTRNL SRVC CHG	4,950	4,800	4,800	5,700	5,700
Division Total		190,010	186,702	198,626	361,980	300,221
Neighborhood Preservation						
10-533-5103	SALARIES - PART TIME	38,358	86,545	66,496	100,606	105,631
10-533-5130	MEDICARE	54	316	1,330	2,012	2,012



City of Los Alamitos
General Fund Expenditure - Development Services
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20 Actual	2020-21 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
10-533-5151	PART-TIME RETIREMENT	1,434	2,428	2,660	4,024	4,225
10-533-5201	SUPPLIES	280	2,500	2,500	2,500	2,500
10-533-5207	TRAVEL & TRAINING	-	300	300	300	300
10-533-5209	DUES & SUBSCRIPTIONS	395	400	400	400	400
10-533-5245	CELL PHONE	300	300	600	1,080	1,080
10-533-5260	CONTRACTUAL SERVICES	2,429	-	-	-	-
10-533-5265	COMPLIANCE SERVICES	2,004	5,000	1,000	2,000	2,000
10-533-5286	GARAGE INTERNAL SRVC CHG	4,272	4,272	4,272	4,840	4,840
10-533-5287	TECHNOLOGY INTRNL SRVC CHG	8,000	8,000	8,000	8,280	8,280
Division Total		57,526	110,061	87,558	126,042	131,268
Building Inspection						
10-534-5201	SUPPLIES	374	500	200	-	-
10-534-5209	DUES & SUBSCRIPTIONS	-	400	-	-	-
10-534-5260	CONTRACTUAL SERVICES	510,550	348,950	335,000	348,950	348,950
10-534-5267	INSPECTION/PLAN CHECKS	-	3,000	3,000	3,000	3,000
10-534-5287	TECHNOLOGY INTRNL SRVC CHG	4,800	4,800	4,800	4,750	4,750
Division Total		515,724	357,650	343,000	356,700	356,700
NPDES						
10-537-5288	NPDES PERMIT	28,795	28,000	28,000	28,000	28,000
10-537-5289	NPDES PLAN CONTRACT	25,607	37,000	37,000	37,000	37,000
Division Total		54,402	65,000	65,000	65,000	65,000
Public Works Administration						
10-541-5101	SALARIES - FULLTIME	63,120	44,281	115,622	216,411	229,986
10-541-5103	SALARIES - PART-TIME	-	-	-	-	-
10-541-5118	CAR ALLOWANCE	225	-	-	1,800	1,800
10-541-5119	CELL ALLOWANCE	150	180	510	900	900
10-541-5120	OVERTIME	920	1,000	268	1,000	1,000
10-541-5126	SICK CONVERSION	190	500	680	750	750
10-541-5127	VACATION CONVERSION	-	2,000	2,203	2,500	2,500
10-541-5130	MEDICARE	1,015	2,134	1,756	3,084	3,277
10-541-5150	RETIREMENT	48,952	64,305	64,569	92,999	102,621
10-541-5151	PART TIME RETIREMENT	-	-	-	-	-
10-541-5161	HEALTH INSURANCE	9,974	19,728	19,728	35,256	35,256
10-541-5162	LIFE INSURANCE	275	516	286	682	682
10-541-5163	DISABILITY INSURANCE	492	492	492	819	819
10-541-5201	SUPPLIES	700	2,500	1,500	2,000	2,000
10-541-5205	POSTAGE	250	500	-	-	-
10-541-5207	TRAVEL & TRAINING	75	800	500	500	500
10-541-5209	DUES & SUBSCRIPTIONS	-	400	100	100	100
10-541-5229	TUITION REIMBURSEMENT	-	500	-	2,000	4,000
10-541-5235	ADVERTISING	-	1,000	-	-	-
10-541-5240	TELEPHONE	-	-	-	-	-
10-541-5260	CONTRACTUAL SERVICES	-	-	-	-	-
10-541-5287	TECHNOLOGY INTRNL SRVC CHG	9,600	9,600	9,600	9,500	9,500
Division Total		135,938	150,436	217,814	370,301	395,691
Street Maintenance						
10-542-5101	SALARIES - FULLTIME	225,350	219,909	219,909	267,880	269,551
10-542-5109	ON CALL PAY	5,365	6,000	6,000	8,000	8,000
10-542-5117	UNIFORM ALLOWANCE	2,575	2,600	2,744	3,705	3,705



City of Los Alamitos
General Fund Expenditure - Development Services
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20 Actual	2020-21 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
10-542-5120	OVERTIME	10,801	9,000	3,000	12,000	6,000
10-542-5126	SICK CONVERSION	918	2,000	2,000	2,000	2,000
10-542-5127	VACATION CONVERSION	1,900	3,500	4,157	4,500	4,500
10-542-5130	MEDICARE	3,571	3,303	3,303	3,861	3,885
10-542-5150	RETIREMENT	57,401	85,139	85,139	133,718	138,796
10-542-5161	HEALTH INSURANCE	49,896	54,984	51,202	66,312	66,312
10-542-5162	LIFE INSURANCE	451	680	492	743	743
10-542-5163	DISABILITY INSURANCE	1,016	1,312	1,108	1,475	1,475
10-542-5201	SUPPLIES	36,402	26,000	20,000	10,000	10,000
10-542-5206	UNIFORMS	3,426	3,300	2,600	4,000	4,000
10-542-5207	TRAVEL & TRAINING		-	-		
10-542-5209	DUES & SUBSCRIPTIONS		-	-		
10-542-5241	TELEPHONE TRAFFIC SIGNALS	696	3,000	3,000	3,000	3,000
10-542-5245	CELL PHONE	3,388	3,000	2,500	3,000	3,000
10-542-5252	ELECTRICITY-ST LIGHTS	188,052	150,000	110,000	150,000	150,000
10-542-5255	NATURAL GAS	153	200	-	-	-
10-542-5256	WATER	55,079	60,000	60,000	60,000	60,000
10-542-5286	GARAGE INTERNAL SRVC CHG	44,820	44,820	44,820	45,980	45,980
10-542-5287	TECHNOLOGY INTRNL SRVC CHG	1,600	1,600	1,600	1,900	1,900
10-542-5294	MAINTENANCE-TRAFFIC SIGNALS	55,643	60,000	60,000	60,000	60,000
10-542-5295	MAINTENANCE - STREETS	14,343	20,000	20,000	35,000	35,000
Division Total		762,846	760,347	703,574	877,074	877,847
Park Maintenance						
10-543-5101	SALARIES - FULLTIME	131,700	5,636	79,298	90,763	93,917
10-543-5103	SALARIES - PART-TIME	6,055	21,000	15,830	19,451	20,431
10-543-5109	ON CALL PAY	3,700	4,000	1,670	1,640	1,640
10-543-5112	SPECIAL CERT PAY	1,854	1,604		3,500	3,500
10-543-5117	UNIFORM ALLOWANCE	1,225	1,300	650	1,430	1,430
10-543-5120	OVERTIME	6,304	5,000	2,000	4,000	4,000
10-543-5126	SICK CONVERSION	1,093	1,200	739	1,200	1,200
10-543-5127	VACATION CONVERSION	7,811	5,000	4,260	4,500	4,500
10-543-5130	MEDICARE	2,304	2,134	939	1,598	1,658
10-543-5150	RETIREMENT	75,820	71,378	75,890	27,290	29,209
10-543-5151	PART TIME RETIREMENT	227	1,040	606	778	817
10-543-5161	HEALTH INSURANCE	22,871	31,056	23,292	19,728	19,728
10-543-5162	LIFE INSURANCE	205	330	248	248	248
10-543-5163	DISABILITY INSURANCE	462	697	492	620	634
10-543-5201	SUPPLIES	28,614	22,000	55,000	1,000	10,000
10-543-5203	SUPPLIES/McAULIFFE	7,731	20,000	828	-	-
10-543-5206	UNIFORMS	948	2,100	1,000	-	-
10-543-5207	TRAVEL & TRAINING	460	-	-	-	-
10-543-5245	CELL PHONE	-	-	-	180	180
10-543-5250	ELECTRICITY-BUILDINGS	1,307	2,500	2,500	2,000	2,000
10-543-5251	ELECTRICITY - PARKS	3,333	5,000	4,000	5,000	5,000
10-543-5254	ELECTRICITY-McAULIFFE	2,821	4,000	2,000	3,000	3,000
10-543-5256	WATER	84,151	100,000	100,000	100,000	100,000
10-543-5257	WATER - McAULIFFE PARK	25,802	30,000	10,539	-	-
10-543-5260	CONTRACTUAL SERVICES	105,367	99,000	99,000	99,000	99,000
10-543-5271	TREE TRIMMING	-	12,000	11,108	67,000	67,000



City of Los Alamitos
General Fund Expenditure - Development Services
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20 Actual	2020-21 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
10-543-5281	REAL PROPERTY LEASE	1,925	5,000	3,850	4,000	4,000
10-543-5286	GARAGE INTERNAL SRVC CHG	25,612	25,612	25,612	26,620	26,620
10-543-5287	TECHNOLOGY INTRNL SRVC CHG	1,600	1,600	1,600	1,900	1,900
10-543-5298	MAINT - FIELDS/FENCING/FACIL	1,835	2,000	2,000	-	-
10-543-5299	MAINTENANCE-OTHER	12,515	20,000	20,000	32,000	32,000
Division Total		565,652	502,187	544,951	518,446	533,613
Facility Maintenance						
10-544-5101	SALARIES - FULLTIME	54,503	54,427	54,427	72,300	74,422
10-544-5103	SALARIES - PART-TIME	32,723	30,000	27,910	-	-
10-544-5109	ON CALL PAY	1,640	1,500	1,500	820	820
10-544-5117	UNIFORM ALLOWANCE	650	650	650	1,495	1,495
10-544-5120	OVERTIME	2,497	2,500	1,500	2,000	2,000
10-544-5126	SICK CONVERSION	621	650	636	650	650
10-544-5127	VACATION CONVERSION	2,855	2,500	-	1,000	1,000
10-544-5130	MEDICARE	1,371	809	809	1,041	1,072
10-544-5150	RETIREMENT	29,569	27,061	31,023	40,241	42,838
10-544-5151	PART-TIME RETIREMENT	1,198	1,200	1,112	-	-
10-544-5161	HEALTH INSURANCE	15,212	15,258	15,210	23,292	23,292
10-544-5162	LIFE INSURANCE	113	165	122	248	248
10-544-5163	DISABILITY INSURANCE	254	328	278	492	492
10-544-5201	SUPPLIES	39,563	45,000	35,000	15,000	15,000
10-544-5206	UNIFORMS	485	1,000	-	-	-
10-544-5250	ELECTRICITY - BUILDINGS	68,284	82,000	70,000	80,000	80,000
10-544-5253	ELECTRICITY-PUMP STATION	446	3,000	3,000	3,000	3,000
10-544-5255	NATURAL GAS	3,796	3,500	3,500	3,000	3,000
10-544-5256	WATER	12,736	12,000	12,000	12,000	12,000
10-544-5293	MAINTENANCE-BUILDINGS	25,197	18,000	18,000	55,000	50,000
10-544-5297	MAINTENANCE-PUMP STATION	-	1,500	1,500	1,500	1,500
10-544-5299	MAINTENANCE-OTHER	4,265	2,500	2,500	-	-
Division Total		297,978	305,548	280,677	313,079	312,829
City Engineer						
10-548-5201	SUPPLIES	59	250	-	-	-
10-548-5260	CONTRACTUAL SERVICES	63,025	50,000	60,000	78,000	78,000
10-548-5261	TRAFFIC ENGINEERING	40,161	50,000	30,000	50,000	50,000
10-548-5268	PLAN CHECK	107,935	45,000	45,000	45,000	45,000
Division Total		211,180	145,250	135,000	173,000	173,000
DEPARTMENT TOTALS		3,010,626	2,881,354	2,855,615	3,583,623	3,591,761
SUMMARY BY FUNCTION:						
SALARIES & BENEFITS		1,190,439	1,265,810	1,381,555	1,863,594	1,933,099
MATERIALS, SUPPLIES, & SERVICES		1,820,187	1,615,544	1,474,060	1,720,030	1,658,662
TOTALS		3,010,626	2,881,354	2,855,615	3,583,623	3,591,761

RECREATION AND COMMUNITY SERVICES

MISSION STATEMENT

To enhance the sense of community and create quality of life through people, parks, and programs.

DEPARTMENT GOALS

- Provide valued recreational experiences for the community.
- Provide quality customer experience to all persons requesting service.
- Provide special event programs that strengthen community image and sense of place.
- Provide youth and adult sports programs that promote health and wellness.
- Foster human development through a wide selection of educational special interest classes for all ages.
- Provide programs that promotes safety for all ages.
- Provide an educational, fun, and social program for preschool age children.
- Provide leadership, educational, social, and philanthropic programs for teens and young adults.
- Provide seniors with a stimulating social environment and program offerings to keep them active and informed.
- Create a healthy and supportive work culture for department employees.

ADMINISTRATION

PROGRAM DESCRIPTION

The Administration Division manages the financial and logistical operations of the Recreation and Community Services Department, including Community Services, Day Camp, Park Programs, Sports, Special Classes and Special Events. The division also provides administrative support to the Parks, Recreation and Cultural Arts Commission.

SERVICE OBJECTIVES

- Provide administrative and management support to all Department employees to enable them to provide quality recreation opportunities and customer service to the community.
- Provide service and support to the City Manager on matters relating to recreation and community services.
- Continue to work closely with the Public Works Department and the City Manager on capital improvement projects.
- Provide administrative support to the Parks, Recreation and Cultural Arts Commission.

- Develop, monitor and evaluate the Department's annual budget.
- Work closely with Department partners such as the Los Alamitos Unified School District, the Joint Forces Training Base, the Los Alamitos Chamber of Commerce, members of Serve Los Al Committee to provide programs, events, and services for the community.
- Works closely with the local non-profits to hold events such as the Winter Wonderland Event, Serve Los Al, and the quarterly donation drives.
- Liaison with the RMAC
- Attend monthly Los Alamitos Chamber of Commerce meetings to maintain relationships with the business community.
- Increase revenue and donations for Department Scholarship Program.

COMMUNITY SERVICES

PROGRAM DESCRIPTION

The Community Services Division is responsible for the development and implementation of year-round programming and services for the senior population. The larger of these services include the Los Alamitos Senior Club and the Senior Lunch and Bread Program. Work with the Los Alamitos Senior Club to support Club events and activities as well as supplement with senior community-wide classes and activities. Community Services is also responsible for scheduling, reservations, policy renovation, and day-to-day operations associated with the Community Center facility and surrounding complex.

SERVICE OBJECTIVES

- Provide recreation and social service programs for seniors.
- Expand and enhance general senior programs to address current senior trends and issues.
- Maintain and upgrade when possible the Community Center and Picnic Shelter rental facilities

DAY CAMP

PROGRAM DESCRIPTION

The Day Camp Division is responsible for the development and coordination of the Los Alamitos Day Camp program. By offering extended hours, this program helps meet the need of many working parents as a daycare alternative. Activities include arts & crafts, swimming, sports, table games, movies, music, challenges, and field trips to the beach, amusement parks and museums. Camp offers children a safe and fun environment to experience art, song, dance, drama and athletics while reinforcing good sportsmanship and fair play, and provides a positive social atmosphere where children and teens develop friendships and life learning experiences.

SERVICE OBJECTIVES

- Operate seasonal day camps including fall, winter, spring, and summer.
- Coordinate excursions to coincide with themes for summer day camps.

PARK PROGRAMS

PROGRAM DESCRIPTION

Drop-in programs at Los Alamitos park sites provide children the opportunity to play in a safe and fun environment for the constructive use of their free time during the summer. Children learn skills in areas such as leadership, teamwork, self-esteem development, and responsibility. This program also provides children the opportunity to participate in sports, competitions, tournaments, games, and crafts. The program provides mentoring and supervision to children who would otherwise be home alone, lets children build and strengthen friendships, and creates a safe, neighborhood environment.

SERVICE OBJECTIVE

- Provide staffing to two park sites during the summer months for children ages 5 – 12 to participate in free sports activities, games, arts and crafts, and special events.

SPORTS

PROGRAM DESCRIPTION

The Sports Division is responsible for the development and administration of Parent and Me, Junior Pee-Wee, Pee-Wee, Youth and Adult sports programming. This division also allocates athletic facilities throughout the City and routinely interacts with youth sports user groups. The Parent and Me, Mini Superstars, Junior Pee-Wee, Pee-Wee, Intramural Sports, and Youth programs are designed to introduce children to the various sports in a fun and positive way and to learn the fundamental skills in a non-competitive environment while practicing and playing games. The goals of these programs are learning social skills, creating friendships for children and parents, being part of a team, learning the values of good sportsmanship, and promoting positive self-esteem. Adult Sports programs give adults the opportunity to exercise, promote wholesome physical activity, and provide an outlet for competition and fun. This program reduces stress, builds friendships, provides an opportunity for bonding, and promotes health and wellness.

SERVICE OBJECTIVES

- Operate and maintain team registrations for the Adult Soccer League.
- Operate, maintain and increase participation in the Youth Sports program that includes soccer, basketball, volleyball, flag football, track and field, cheerleading, baseball and t-ball.
- Allocate field and facility usage to youth community groups, private groups, and non-profits on a year-round basis for City owned sites and facilities.

SPECIAL CLASSES

PROGRAM DESCRIPTION

The Special Classes Division provides a comprehensive selection of special interest classes for all age groups. In this division, over 40 instructors teach a combination of well over 200 different classes and camps. Classes and camps are offered based on demand, viability and trend structure. Focus is placed on the instruction and development of skills in specialized areas. The benefits to youth are increased self-esteem, mental stimulation, cultural appreciation, increased physical coordination and health. Special interest classes provide a positive and constructive use of free-time. Participation can develop into lifelong interest or hobbies, and encourage growth in numerous areas. For adults, classes can provide a positive structure for leisure time, an increased sense of self-worth, social connectivity, improved skill levels, development of new interest and hobbies, and a noticeable increase in physical and mental well-being. Staff taught classes are also encouraged to produce in-house community-wide classes based on the talents and skills of existing staff in the Department.

SERVICE OBJECTIVES

- Provide opportunities for participants to increase mental and physical health, cultural appreciation, skills, and sense of community pride by participating in a wide variety of programs, classes and camps.
- Increase revenue in order to support department programs and services.

SPECIAL EVENTS

PROGRAM DESCRIPTION

The Special Events Division coordinates the City's annual special events including the Weekend of Art, Race Los Al, 4th of July Fireworks Spectacular, Spring Carnival, Senior Prom, Teen Expo, Music and Movies Event Series, Trunk-or-Treat, Winter Wonderland, Film & Food Fest, new Week

of Los Al and My City My Los Al Street Fair, Family Gala, and Holiday Decorating Contest. Special events unite the community, focus on family, and strengthen community image and sense of place. Special events also give the community an opportunity to come together and celebrate the positive aspects of living in Los Alamitos. Work together with community partners to provide these events to the community.

SERVICE OBJECTIVES

- Continue to provide quality City-wide special events to approximately 30,000 participants.
- Promote partnerships with private agencies, non-profit organizations, the Joint Forces Training Base, and the Los Alamitos Area Chamber of Commerce to enhance City-wide special events.
- Continue to work with local organizations to acquire volunteers for special events.



City of Los Alamitos
General Fund Expenditure - Recreation and Community Services
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20 Actual	2020-21 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
Recreation Administration						
10-551-5101	SALARIES - FULLTIME	413,160	301,753	300,610	441,299	576,637
10-551-5103	SALARIES - PART-TIME	44,595	30,698	56,276	73,430	77,437
10-551-5118	CAR ALLOWANCE	-	3,000	3,600	3,600	3,600
10-551-5119	CELL PHONE	1,080	1,080	1,440	2,160	2,880
10-551-5120	OVERTIME	-	-	787	-	-
10-551-5126	SICK CONVERSION	1,700	2,560	703	2,500	2,500
10-551-5127	VACATION CONVERSION	6,953	-	-	14,052	-
10-551-5130	MEDICARE	6,776	4,392	4,392	7,457	9,458
10-551-5150	RETIREMENT	182,716	132,687	211,188	223,433	260,680
10-551-5151	PART TIME RETIREMENT	1,672	1,623	342	2,937	3,097
10-551-5161	HEALTH INSURANCE	60,315	38,036	48,174	71,148	102,204
10-551-5162	LIFE INSURANCE	1,022	845	845	928	947
10-551-5163	DISABILITY INSURANCE	1,270	1,310	1,310	1,310	1,336
10-551-5201	SUPPLIES	43,530	10,000	13,000	13,000	13,000
10-551-5205	POSTAGE	8,308	7,250	14,525	8,300	8,300
10-551-5207	TRAVEL & TRAINING	7,865	3,100	4,884	8,500	7,000
10-551-5209	DUES & SUBSCRIPTIONS	7,811	6,900	8,443	8,943	8,443
10-551-5229	TUITION REIMBURSEMENT	-	2,600	-	-	-
10-551-5236	NEWSLETTER	2,513	840	420	-	-
10-551-5237	RECREATION BROCHURE	9,271	14,900	7,346	14,900	14,900
10-551-5260	CONTRACTUAL SERVICES	5,825	13,102	13,500	13,500	13,500
10-551-5280	LEASED EQUIPMENT	1,254	4,600	4,600	-	-
10-551-5286	GARAGE INTERNAL SRVC CHG	4,268	4,268	4,268	4,840	4,840
10-551-5287	TECHNOLOGY INTRNL SRVC CHG	17,600	17,600	17,600	20,900	20,900
10-551-5290	MAINTENANCE-OFFICE EQUIP	4,740	6,200	5,850	5,850	5,850
Division Total		834,244	609,344	724,103	942,987	1,137,509
Aquatics						
10-552-5103	SALARIES - PART-TIME	-	-	-	-	-
10-552-5130	MEDICARE	-	-	-	-	-
10-552-5151	PART-TIME RETIREMENT	-	-	-	-	-
10-552-5201	SUPPLIES	1,781	-	-	-	-
10-552-5216	UNEMPLOYMENT COMPENSATION	-	-	-	-	-
10-552-5245	CELL PHONE	-	-	-	-	-
10-552-5259	POOL RENT	-	-	-	-	-
Division Total		1,781	-	-	-	-
Community Services						
10-553-5103	SALARIES - PART-TIME	41,417	28,140	43,715	35,940	62,830
10-553-5130	MEDICARE	588	500	874	719	1,257
10-553-5151	PART-TIME RETIREMENT	1,488	1,379	2,480	1,438	2,513
10-553-5201	SUPPLIES	-	-	1,932	700	700
10-553-5287	TECHNOLOGY INTRNL SRVC CHG	4,800	4,800	4,800	4,750	4,750
10-553-5326	FAC RENT - COMM CENTER	2,449	3,000	1,500	1,500	3,000
Division Total		50,742	37,819	55,301	45,046	75,050
Day Camp						
10-554-5103	SALARIES - PART-TIME	34,601	48,680	51,920	49,811	53,156
10-554-5130	MEDICARE	556	768	1,038	996	1,063
10-554-5151	PART-TIME RETIREMENT	1,439	1,987	2,077	1,992	2,126
10-554-5201	SUPPLIES	4,366	8,000	4,500	8,000	8,000
10-554-5317	DAY CAMPS	12,623	17,000	5,000	15,000	15,000
Division Total		53,585	76,435	64,535	75,800	79,345
Playgrounds						
10-555-5103	SALARIES - PART-TIME	13,216	21,924	8,009	25,736	25,736



City of Los Alamitos
General Fund Expenditure - Recreation and Community Services
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20 Actual	2020-21 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
10-555-5130	MEDICARE	218	360	160	515	515
10-555-5151	PART-TIME RETIREMENT	564	932	320	1,029	1,029
10-555-5201	SUPPLIES	305	1,000	1,000	1,000	1,000
10-555-5260	CONTRACTUAL SERVICES	2,987	6,000	1,500	6,000	6,000
Division Total		17,290	30,216	10,990	34,280	34,280
Sports						
10-556-5101	SALARIES - FULLTIME	469	-	-	-	-
10-556-5103	SALARIES - PART-TIME	105,434	51,442	69,793	116,120	93,667
10-556-5130	MEDICARE	1,571	156	1,872	2,322	1,873
10-556-5151	PART-TIME RETIREMENT	3,976	4,318	1,848	4,645	3,747
10-556-5201	SUPPLIES	3,624	7,000	8,000	8,000	8,000
10-556-5245	CELL ALLOWANCE	630	-	1,200	-	-
10-556-5298	MAINTENANCE-FIELDS/FACILITIES	6,676	3,000	1,500	3,000	3,000
10-556-5305	BASKETBALL - ADULT	68	-	-	-	-
10-556-5306	BASKETBALL - YOUTH	14,045	14,100	10,000	14,150	14,150
10-556-5330	FIELD FEES - LAUREL	2,613	4,200	2,700	4,700	4,700
10-556-5331	FIELD FEES - MCAULIFFE	16,999	14,525	1,925	3,000	3,000
10-556-5332	FIELD FEES - OAK	26,824	12,425	1,925	3,000	3,000
10-556-5336	FOOTBALL	128	600	600	1,300	1,300
10-556-5358	SLO PITCH	-	-	-	-	-
10-556-5359	SOCCER - ADULT	6,876	15,500	10,020	16,720	16,720
10-556-5360	SOCCER - YOUTH	852	975	500	975	975
10-556-5368	T-BALL	110	1,000	-	1,000	1,000
10-556-5371	TRACK & FIELD	11	800	350	1,000	1,000
10-556-5372	VOLLEYBALL	2,225	2,200	-	2,200	2,200
Division Total		193,131	132,241	112,233	182,132	158,332
Special Classes						
10-557-5103	SALARIES - PART-TIME	82,184	63,231	106,651	123,242	130,073
10-557-5130	MEDICARE	1,199	1,570	2,133	2,465	2,601
10-557-5151	PART-TIME RETIREMENT	3,101	3,866	5,120	4,930	5,203
10-557-5201	SUPPLIES	394	-	1,800	1,000	1,000
10-557-5287	TECHNOLOGY INTRNL SRVC CHG	4,800	4,800	4,800	4,750	4,750
10-557-5301	ARTS & CRAFTS	8,471	8,000	2,400	4,500	8,000
10-557-5313	DANCE	11,790	12,000	3,600	8,000	12,000
10-557-5319	EDUCATION	1,374	3,000	900	1,800	3,000
10-557-5323	EXERCISE/FITNESS	9,364	13,000	2,300	4,000	8,000
10-557-5349	PERFORMING ARTS	-	-	-	-	-
10-557-5352	PRESCHOOL-READY/SET/GO	1,874	4,000	5,000	6,000	7,000
10-557-5364	SPECIAL INTEREST	5,418	1,700	3,200	4,000	5,000
10-557-5365*	TEEN PROGRAM	-	-	-	1,000	1,000
10-557-5369	TENNIS CONTRACT	6,908	16,500	10,000	13,000	16,500
10-557-5370	TODDLER CLASSES	3,247	4,000	700	1,500	4,000
10-557-5373	VOLUNTEER PROGRAM	1,477	1,000	200	-	1,000
10-557-5388	SPECIAL INTEREST - CAMPS	10,085	12,000	4,063	6,000	8,000
Division Total		151,686	148,667	152,867	186,187	217,127
Special Events						
10-558-5103	SALARIES - PART-TIME	29,583	29,412	33,848	60,005	64,194
10-558-5130	MEDICARE	453	485	1,200	1,200	1,284
10-558-5151	PART-TIME RETIREMENT	1,171	1,337	2,400	2,400	2,568
10-558-5201	SUPPLIES	68,492	63,500	68,180	160,325	160,325
10-558-5207	TRAVEL & TRAINING	-	-	-	-	-
10-558-5337	FOURTH OF JULY	69,610	45,000	47,022	-	-
10-558-5353	RACE LOS AL	142,850	130,000	2,000	84,960	84,960



City of Los Alamitos
General Fund Expenditure - Recreation and Community Services
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20 Actual	2020-21 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
	Division Total	312,159	269,734	154,650	308,890	313,331
	DEPARTMENT TOTALS	1,614,618	1,304,456	1,274,679	1,775,322	2,014,974
SUMMARY BY FUNCTION:						
	SALARIES & BENEFITS	1,044,487	778,471	965,126	1,279,759	1,496,211
	MATERIALS, SUPPLIES, & SERVICES	570,131	525,985	309,553	495,563	518,763
	TOTALS	1,614,618	1,304,456	1,274,679	1,775,322	2,014,974

NON-DEPARTMENTAL

PROGRAM DESCRIPTION

Non-Departmental represents a cost center wherein expenditures that impact the City operations as a whole and are not clearly associated with a particular department. For example, this cost center includes costs for retiree health insurance, credit card processing fees, and contribution to North SAPA Homeless Shelter.



City of Los Alamitos
General Fund Expenditure - Non-departmental
For Fiscal Year 2021-22, 2022-23

Account	Description	2019-20 Actual	2020-21 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
10-560-5260	CONTRACTUAL SERVICES	101,887	116,416	117,161	120,000	123,600
10-562-5161	HEALTH INSURANCE-RETIREES	283,936	300,000	290,000	295,800	301,716
10-560-5219	PRE-EMPLOYMENT EXPENSE	29,761	18,000	5,000	10,000	10,000
10-560-5285	CREDIT CARD FEES	32,600	31,000	32,064	33,000	34,000
10-560-5261	CONTRIBUTION TO HOMELESS SHELTER	18,595	29,449	26,440	30,921	32,468
10-560-5219.1851	NON-EMPLOYEE LIVE SCAN	832	1,000	1,000	1,000	1,000
10-518-5260	CONTRACTUAL SERVICES	-	10,000	23,691	24,000	24,000
10-560-5486	VEHICLE CAPITAL REPLACEMENT	70,000	70,000	70,000	70,000	70,000
10-570-5501.3101	LOS AL BLVD - BOND ELIGIBLE	-	-	-	-	-
10-570-5501.1703	BSCC LOCAL ASSISTANCE	(48,512)	-	7,500	7,500	7,500
10-570-5501.1705	TOWNE CNTR MIXED USE ZONE	-	-	-	-	-
10-570-5501.XXXX	TIER 1 PROJECT STORM DRAIN COVERS	-	-	-	16,000	-
10-570-5503.1942	POLICE LOCKER ROOM REMODEL	3,777	-	-	-	-
	TO BALANCE (CAPITAL PROJECTS)	-	-	-	-	-
DEPARTMENT TOTALS		492,876	575,865	572,856	608,221	604,284
		208,940				
SUMMARY BY FUNCTION:						
	SALARIES & BENEFITS					
	MATERIALS, SUPPLIES, & SERVICES	492,876	575,865	572,856	608,221	604,284
TOTALS		492,876	575,865	572,856	608,221	604,284



FY 2021-22, 2022-23

Other Funds



City of Los Alamitos
Special Revenue Fund - CDBG Fund
For Fiscal Year 2021-22, 2022-23

		2019-2020 Actual	2020-2021 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
	BEGINNING FUND BALANCE	(3,885)	(8,983)	(8,983)	(30,315)	(30,315)
19-4360	CDBG GRANT	128,813	110,000	110,000	291,000	291,000
19-4620	INVESTMENT EARNINGS	-	-	-	-	-
	TOTAL REVENUES	128,813	110,000	110,000	291,000	291,000
19-570-5501.1307	ADA ACCESS RAMPS	-	-	-	-	-
19-570-5501.1740	ADA CERRITOS AVE SIDEWALKS	-	-	-	-	-
19-570-5501.2003	NOEL STREET IMPROVEMENTS	9,340	-	120,154	-	-
19-570-5501.1106	ALLEY IMPROVEMENT PROGRAM	124,571	-	-	-	-
19-570-5501.1320	APARTMENT ROW HOWARD STREET, REAGAN TO MAPLE	-	110,000	11,178	-	-
19-570-5501.XXXX	ROUND #1 HOWARD ST FROM NOEL TO LEXINGTON	-	-	-	131,000	-
19-570-5501.XXXX	ROUND #2 BLOOMFIELD FROM FARQUHAR TO KATELLA	-	-	-	160,000	-
	TOTAL EXPENDITURES	133,911	110,000	131,332	291,000	-
	NET CHANGE TO FUND BALANCE	(5,098)	-	(21,332)	-	291,000
	ENDING FUND BALANCE	(8,983)	(8,983)	(30,315)	(30,315)	260,685



**City of Los Alamitos
Special Revenue Fund - Gas Tax
For Fiscal Year 2021-22, 2022-23**

		2019-2020	2020-2021	2020-21	2021-22	2022-23
		Actual	Amended Budget	Estimate	Proposed	Forecast
BEGINNING FUND BALANCE		276,430	48,229	13,094	270,147	22,611
20-4309	GAS TAX - 2105	59,790	59,680	60,208	65,480	68,000
20-4306	GAS TAX - 2106	41,742	42,801	41,176	44,432	45,000
20-4307	GAS TAX - 2107	75,496	75,927	76,353	83,278	79,000
20-4308	GAS TAX - 2107.5	3,000	2,000	3,000	3,000	3,000
20-4322	GAS TAX - 2103	80,820	70,844	74,562	89,136	110,000
20-4329	ROAD MAINT REHAB ACCT SB-1	186,623	186,984	198,271	222,205	229,000
20-4328	SB1 LOAN REPAYMENT	13,177	13,378	13,378	-	-
20-4620	INVESTMENT EARNINGS	6,081	4,000	6,000	6,000	6,000
TOTAL REVENUES		466,729	455,614	472,948	513,531	540,000
20-570-5501.1106	ALLEY IMPROVEMENT PROGRAM	17,037	-	-	-	-
20-570-5501.1301	ARTERIAL & RESIDENTIAL TREE TRIM/REMOVAL	-	-	-	-	-
20-570-5501.1927	CATCH BASIN INSTALL PROJECT	-	-	-	-	-
20-570-5501.1832	GREENBROOK ST. REHAB - 1	60,931	-	-	-	-
20-570-5501.1932	GREENBROOK ST. REHAB - 2	198,280	-	-	-	-
20-570-5501.1612	INTERSECTION LED SAFETY LIGHTS	-	5,000	5,000	-	-
20-570-5501.1609	KINMOUNT/FARNHAM ST. REPAIRS	-	-	-	-	-
20-570-5501.3101	LOS AL BLVD - BOND ELIGIBLE	-	-	-	-	-
20-570-5501.1617	MEDIAN DROUGHT TOLERANT PLANTS	-	-	-	-	-
20-570-5501.1004	RESIDENTIAL STREET IMPROVEMENT	3,393	11,607	11,607	-	-
20-570-5501.1003	STREET MARKINGS/STRIPING	14,831	7,248	13,531	75,000	-
20-570-5501.1301	STREET TREE PROGRAM	34,135	15,865	50,000	-	-
20-570-5501.1614	TREE PLANTING - CITYWIDE	2,380	2,620	2,620	-	-
20-570-5501.2002	FARQUHAR STREET IMPROVEMENT	209,700	-	-	-	-
20-570-5501.2003	NOEL STREET IMPROVEMENT	1,340	-	13,137	-	-
20-570-5501.2012	OVERHEAD STREET SIGNS	272	-	-	-	-
20-570-5501.1617	MEDIAN DROUGHT TOLERANT PLANTS	2,765	-	-	-	-
20-570-5501.XXXX	SUBERBIA - REHABILITATION (RMRA SB-1)(c/o from FY20-21)	-	186,984	-	186,984	-
20-570-5501.XXXX	WOODCREST & CARRIER ROW ST (SB-1)	-	-	-	229,083	-
20-570-5501.XXXX	STORM DRAIN MANAGEMENT PLAN (GAS TAX)	-	-	-	75,000	-
20-570-5501.XXXX	SURVEY CITY BOUNDARIES	-	-	-	75,000	-
20-570-5501.1506	SUBERBIA - REHABILITATION (GAS TAX)	-	150,000	-	-	-
20-563-6010	TRANSFERS OUT - GENERAL FUND	185,000	120,000	120,000	120,000	120,000
TOTAL EXPENDITURES		730,064	499,324	215,895	761,067	120,000
NET CHANGE TO FUND BALANCE		(263,335)	(43,710)	257,053	(247,536)	420,000
ENDING FUND BALANCE		13,094	4,519	270,147	22,611	442,611



City of Los Alamitos
Special Revenue Fund - Public Safety Augmentation
For Fiscal Year 2021-22, 2022-23

		2019-2020	2020-2021			
		Actual	Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
	BEGINNING FUND BALANCE	19,226	4,980	7,721	10,317	11,400
21-4110	SPL. SALES TAX AUGMENTATION	108,215	108,316	112,296	110,783	108,567
21-4620	INVESTMENT EARNINGS	280	300	300	300	300
	TOTAL REVENUES	108,495	108,616	112,596	111,083	108,867
21-563-6010	TRANSFERS OUT - GENERAL FUND	120,000	110,000	110,000	110,000	105,000
	TOTAL EXPENDITURES	120,000	110,000	110,000	110,000	105,000
	NET CHANGE TO FUND BALANCE	(11,505)	(1,384)	2,596	1,083	3,867
	ENDING FUND BALANCE	7,721	3,596	10,317	11,400	15,267



City of Los Alamitos
Special Revenue - Supplemental Law Enforcement
For Fiscal Year 2021-22, 2022-23

		2019-2020	2020-2021	2020-21	2021-22	2022-23
		Actual	Amended Budget	Estimate	Proposed	Forecast
	BEGINNING FUND BALANCE	40,544	48,769	48,769	77,606	100,106
22-4340	SLESF ALLOCATION	156,006	130,000	166,637	160,000	170,000
22-4620	INVESTMENT EARNINGS	2,219	1,500	2,200	2,500	2,500
	TOTAL REVENUES	158,225	131,500	168,837	162,500	172,500
22-563-6010	TRANSFERS OUT - GENERAL FUND	150,000	140,000	140,000	140,000	140,000
	TOTAL EXPENDITURES	150,000	140,000	140,000	140,000	140,000
	NET CHANGE TO FUND BALANCE	8,225	(8,500)	28,837	22,500	32,500
	ENDING FUND BALANCE	48,769	40,269	77,606	100,106	132,606



City of Los Alamitos
Special Revenue - AQMD (AB2766)
For Fiscal Year 2021-22, 2022-23

		2019-2020	2020-2021	2020-21	2021-22	2022-23
		Actual	Amended Budget	Estimate	Proposed	Forecast
	BEGINNING FUND BALANCE	99,565	115,169	115,169	61,130	15,765
23-4319	AB 2766 REVENUES	13,669	15,000	15,066	15,000	15,000
23-4620	INVESTMENT EARNINGS	1,935	550	1,900	1,500	1,000
23-546-5440	SALE OF PROPERTY			5,205		
	TOTAL REVENUES	15,604	15,550	22,171	16,500	16,000
23-570-5501.1935	KATELLA AVE SIGNAL SYNC PROJ			51,210	55,000	
23-570-5501.2101	WEBSITE MAINTENANCE			25,000	6,865	
23-546-5440	VEHICLES - POLICE	-	-	-	-	-
	TOTAL EXPENDITURES	-	-	76,210	61,865	-
	NET CHANGE TO FUND BALANCE	15,604	15,550	(54,039)	(45,365)	16,000
	ENDING FUND BALANCE	115,169	130,719	61,130	15,765	31,765



City of Los Alamitos
Special Revenue - Street & Alley Improvements
For Fiscal Year 2021-22, 2022-23

	2019-2020	2020-2021	2020-21	2021-22	2022-23
	Actual	Amended Budget	Estimate	Proposed	Forecast
BEGINNING FUND BALANCE	6,562	6,658	6,748	6,848	6,948
24-4620 INVESTMENT EARNINGS	96	90	100	100	100
TOTAL REVENUES	96	90	100	100	100
TOTAL EXPENDITURES	-	-	-	-	-
NET CHANGE TO FUND BALANCE	96	90	100	100	100
ENDING FUND BALANCE	6,658	6,748	6,848	6,948	7,048



City of Los Alamitos
Special Revenue - Building Improvement Fund
For Fiscal Year 2021-22, 2022-23

		2019-2020	2020-2021	2020-21	2021-22	2022-23
		Actual	Amended Budget	Estimate	Proposed	Forecast
	BEGINNING FUND BALANCE	92,279	92,279	196,552	6,452	22,352
25-4620	INVESTMENT EARNINGS	2,941	200	2,900	2,900	2,900
25-4910	TRANSFERS IN - GENERAL FUND	140,000	-	150,000	240,000	140,000
	TOTAL REVENUES	142,941	200	152,900	242,900	142,900
25-570-5420	EQUIPMENT		-	-	-	-
25-570-5503.1915	FENLEY PUMP STATION MOTOR/ROOF	38,668		343,000		
25-570-5503.XXXX	COMMUNITY CTR FR DR/EMER EXIT				65,000	
25-570-5503.XXXX	FLOORING - YOUTH CTR, COMM CTR, PD				50,000	
25-570-5503.XXXX	PAINTING - PD (INDOOR), COOM CTR (OUTDOOR)				25,000	
25-570-5503.XXXX	STORAGE CONTAINERS (2)				12,000	
25-570-5503.XXXX	PW MODULAR BREAKROOM				75,000	
	TOTAL EXPENDITURES	38,668	-	343,000	227,000	-
	NET CHANGE TO FUND BALANCE	104,273	200	(190,100)	15,900	142,900
	ENDING FUND BALANCE	196,552	92,479	6,452	22,352	165,252



City of Los Alamitos
Special Revenue - Measure M
For Fiscal Year 2021-22, 2022-23

		2019-2020	2020-2021	2020-21	2021-22	2022-23
		Actual	Amended Budget	Estimate	Proposed	Forecast
	BEGINNING FUND BALANCE	258,798	352,729	364,577	565,313	321,745
26-4311.0002	MEASURE M2	235,050	223,500	223,500	219,988	226,690
26-4620	INVESTMENT EARNINGS	5,817	4,000	4,400	2,500	2,500
	TOTAL REVENUES	240,867	227,500	227,900	222,488	229,190
26-570-5501.1307	ADA ACCESS RAMPS	-	25,000		25,000	
26-570-5501.1740	ADA CERRITOS AVE SIDEWALKS	-	25,000		25,000	
26-570-5501.XXXX	ADA WORK ON POLES					
26-570-5501.2002	FARQUHAR STREET IMPROVEMENT	50,420	39,880			
26-570-5501.XXXX	STREET IMPROVEMENTS-REHAB/CRACK SEAL/POTHoles/REPAIRS		15,000			
26-570-5501.XXXX	STREET SIGNS AT INTERSECTIONS (ARTERIAL OVERHEAD)	-	25,000		80,000	
26-570-5501.1612	SAFETY LIGHTS AT INTERSECTIONS	-				
26-570-5501.2001	TRAFFIC SIGNAL HEADS	-				
26-570-5501.2004	VISUALLY IMPAIRED PED SIGNAL	564	15,000	10,745		
26-570-5501.1932	GREENBROOK ST. REHAB - 2	77,930	57,070			
26-570-5501.1935	KATELLA AVE SIGNAL SYNC PROJ		51,110		51,110	
26-570-5501.3101	LOS AL BLVD - BOND ELIGIBLE	-	-			
26-570-5501.1008	PAVEMENT MGMT PROJECT)(c/o from FY20-21)	759			20,000	
26-570-5501.1003	STREET MARKINGS/STRIPING	-	30,000			
26-570-5501.1301	STREET TREE PROGRAM	-	5,000			
26-570-5501.1305	STREET SIGNS REPLACEMENTS	273				
26-570-5501.1614	TREE PLANTING - CITYWIDE	-	5,000		50,000	
26-570-5501.1004	RESIDENTIAL STREET IMPROVEMENTS	5,142				
26-570-5501.XXXX	ARTERIAL AND RESIDENTIAL TREE TRIMMING		62,000		62,000	
26-570-5501.2102	SPEED SURVEY		15,000	9,280		
26-570-5501.2101	OLD TOWNE WEST LANE NARROW STRIPING - TRAFFIC CALMING		45,000	3,700		
26-570-5501.1320	APARTMENT ROW HOWARD STREET, REAGAN TO MAPLE (CDBG MATCH)		11,000	1,793		
26-570-5501.1621	CERRITOS AVENUE BRIDGE GUARDRAIL		10,000		30,000	
26-570-5501.1506	SUBERBIA - REHABILITATION (GAS TAX/MEAS M)(c/o from FY20-21)		122,946	1,646	122,946	
	TOTAL EXPENDITURES	135,088	559,006	27,164	466,056	-
	NET CHANGE TO FUND BALANCE	105,779	(331,506)	200,736	(243,568)	229,190
	ENDING FUND BALANCE	364,577	21,223	565,313	321,745	550,935



City of Los Alamitos
Special Revenue - Asset Seizure
For Fiscal Year 2021-22, 2022-23

		2019-2020	2020-2021	2020-21	2021-22	2022-23
		Actual	Amended Budget	Estimate	Proposed	Forecast
	BEGINNING FUND BALANCE	62,290	16,954	52,559	51,003	51,503
27-4335	FEDERAL ASSET FORFEITURES	333				
27-4620	INVESTMENT EARNINGS	384	500	400	500	500
27-4325	MISC. POLICE REIMBURSEMENT	-				
	TOTAL REVENUES	717	500	400	500	500
27-521-5420	EQUIPMENT - MDC'S	10,448	0	1,956	0	0
	TOTAL EXPENDITURES	10,448	-	1,956	-	-
	NET CHANGE TO FUND BALANCE	(9,731)	500	(1,556)	500	500
	ENDING FUND BALANCE	52,559	17,454	51,003	51,503	52,003



City of Los Alamitos
Special Revenue - Los Alamitos TV
For Fiscal Year 2021-22, 2022-23

		2019-2020	2020-2021	2020-21	2021-22	2022-23
		Actual	Amended Budget	Estimate	Proposed	Forecast
	BEGINNING FUND BALANCE	78,282	73,766	66,050	45,559	32,269
28-4220	CHARTER (TW) PEG FEES	18,613	17,150	17,150	18,000	18,000
28-4461	EVENT FILMING REIMBURSEMENT	6,500	20,500	6,500	6,500	6,500
28-4620	INVESTMENT EARNINGS	1,319	600	1,300	1,300	1,300
28-4222	VERIZON PEG FEES	-	9,100	6,909	6,900	6,900
	TOTAL REVENUES	26,432	47,350	31,859	32,700	32,700
28-518-5260	CONTRACTUAL SERVICES	13,302	8,000	8,000	8,000	8,000
28-518-5209	DUES & SUBSCRIPTIONS	-	170	170	170	170
28-518-5420	EQUIPMENT	10,562	11,880	11,880	5,000	-
28-518-5273	EVENT FILMING	-	6,000	6,000	6,000	6,000
28-518-5246	MEETING CABLECASTING	10,000	21,500	21,500	21,500	21,500
28-518-5287	TECHNOLOGY INTRNL SRVC CHG	4,800	4,800	4,800	5,320	5,320
	TOTAL EXPENDITURES	38,664	52,350	52,350	45,990	40,990
	NET CHANGE TO FUND BALANCE	(12,232)	(5,000)	(20,491)	(13,290)	(8,290)
	ENDING FUND BALANCE	66,050	68,766	45,559	32,269	23,979



City of Los Alamitos
Special Revenue - Office of Traffic Safety
For Fiscal Year 2021-22, 2022-23

		2019-2020	2020-2021	2020-21	2021-22	2022-23
		Actual	Amended Budget	Estimate	Proposed	Forecast
	BEGINNING FUND BALANCE	29,953	44,316	55,677	66,299	77,299
29-4465	VEHICLE IMPOUND FEES	29,941	10,000	14,922	15,000	15,000
29-4620	INVESTMENT EARNINGS	783	100	700	1,000	1,000
	TOTAL REVENUES	30,724	10,100	15,622	16,000	16,000
29-563-6010	TRANSFERS OUT - GENERAL FUND	5,000	5,000	5,000	5,000	5,000
	TOTAL EXPENDITURES	5,000	5,000	5,000	5,000	5,000
	NET CHANGE TO FUND BALANCE	25,724	5,100	10,622	11,000	11,000
	ENDING FUND BALANCE	55,677	49,416	66,299	77,299	88,299



City of Los Alamitos
Special Revenue - Debt Service
For Fiscal Year 2021-22, 2022-23

		2019-2020	2020-2021	2020-21	2021-22	2022-23
		Actual	Amended Budget	Estimate	Proposed	Forecast
	BEGINNING FUND BALANCE	3,691	3,617	249	355	461
31-4620	INVESTMENT EARNINGS	81	100	200	200	200
31-4910	TRANSFERS IN - GENERAL FUND	208,001	208,000	211,500	213,500	215,500
	TOTAL REVENUES	208,082	208,100	211,700	213,700	215,700
31-560-7195	BOND INTEREST	135,198	135,500	135,269	132,269	129,169
31-560-7196	BOND PRINCIPAL	75,000	70,000	75,000	80,000	85,000
31-560-7194	FISCAL AGENT FEE	1,325	1,325	1,325	1,325	1,325
31-563-6042	TRANSFERS OUT - CAPITAL OUTLAY	-	-	-	-	-
	TOTAL EXPENDITURES	211,523	206,825	211,594	213,594	215,494
	NET CHANGE TO FUND BALANCE	(3,441)	1,275	106	106	206
	ENDING FUND BALANCE	249	4,892	355	461	667



City of Los Alamitos
Special Revenue - Park Development
For Fiscal Year 2021-22, 2022-23

		2019-2020	2020-2021	2020-21	2021-22	2022-23
		Actual	Amended Budget	Estimate	Proposed	Forecast
	BEGINNING FUND BALANCE	183,952	487,862	622,166	520,528	529,128
40-4620	INVESTMENT EARNINGS	8,557	5,000	8,000	8,600	8,600
40-4267	PARK IMPACT FEES	496,244	-	134,228		
	TOTAL REVENUES	504,801	5,000	142,228	8,600	8,600
40-570-5503.1937	COMM CNTR ENCLOSED OD STORAGE	-	-			
40-570-5503.1936	COMM/YOUTH CENTER ADA REPAIRS	10,139	34,861	33,866		
40-570-5503.1940	COMMUNITY CENTER REPAIRS	-	-			
40-570-5503.1941	REPLACEMENT COMM CTR ROOF	13,158				
40-570-5502.2036	COMMUNITY CENTER ALUM DOORS	-	60,000	60,000		
40-570-5502.1109	COYOTE CREEK IMPROVEMENT PROJ	-	-	-		
40-570-5502.1938	LABOURDETTE PRK EQUIP/SURFACE	-	-	-		
40-570-5502.1939	LABOURDETTE PRK TURF RENO	-				
40-570-5502.2006	LAUREL PARK RESTROOMS	-	30,000	30,000		
40-570-5502.2007	LAUREL PARK FENCING & MESH	-	30,000	30,000		
40-570-5502.2009	LAUREL PARK TENNIS COURT RESURFACING	-	40,000	40,000		
40-570-5502.2010	LAUREL PARK ADA BLEACHERS	-	30,000	30,000		
40-570-5502.2008	STANSBURY PARK TURF RENOVATION	-	10,000	10,000		
40-570-5502.2011	SOROPTOMIST PARK TURF RENOVATION	-	10,000	10,000		
40-570-5502.1612	LC PARK BB COURT/PARKING LOT	43,290	-			
	TOTAL EXPENDITURES	66,587	244,861	243,866	-	-
	NET CHANGE TO FUND BALANCE	438,214	(239,861)	(101,638)	8,600	8,600
	ENDING FUND BALANCE	622,166	248,001	520,528	529,128	537,728



City of Los Alamitos
Special Revenue - Capital Outlay
For Fiscal Year 2021-22, 2022-23

		2019-2020	2020-2021	2020-21	2021-22	2022-23
		Actual	Amended Budget	Estimate	Proposed	Forecast
	BEGINNING FUND BALANCE	-	-			
42-4931	TRANSFERS IN - DEBT SERVICE	-	-			
42-4620	INVESTMENT EARNINGS	-				
	TOTAL REVENUES	-	-	-	-	-
42-570-5501.3101	LOS AL BLVD - BOND ELIGIBLE	-	-	-	-	-
	TOTAL EXPENDITURES	-	-	-	-	-
	NET CHANGE TO FUND BALANCE	-	-	-	-	-
	ENDING FUND BALANCE	-	-	-	-	-



City of Los Alamitos
Special Revenue - Traffic Improvement
For Fiscal Year 2021-22, 2022-23

		2019-2020	2020-2021	2020-21	2021-22	2022-23
		Actual	Amended Budget	Estimate	Proposed	Forecast
	BEGINNING FUND BALANCE	41,459	23,923	56,188	173,163	190,663
44-4620	INVESTMENT EARNINGS	2,662	1,000	2,600	2,500	2,500
44-4270	TRAFFIC MITIGATION FEES	12,067	-	114,375	15,000	15,000
44-4899	MISCELLANEOUS REVENUE	-	-	-	-	-
	TOTAL REVENUES	14,729	1,000	116,975	17,500	17,500
44-570-5501.1302	CONCRETE REPAIRS	-	-	-	-	-
44-570-5501.1719	BRIGGEMAN STREET WIDENING	-	-	-	-	-
44-570-5501.3101	LOS AL BLVD - BOND ELIGIBLE	-	-	-	-	-
	TOTAL EXPENDITURES	-	-	-	-	-
	NET CHANGE TO FUND BALANCE	14,729	1,000	116,975	17,500	17,500
	ENDING FUND BALANCE	56,188	24,923	173,163	190,663	208,163



City of Los Alamitos
Special Revenue - Vehicle & Equipment Replacement
For Fiscal Year 2021-22, 2022-23

		2019-2020	2020-2021	2020-21	2021-22	2022-23
		Actual	Amended Budget	Estimate	Proposed	Forecast
	BEGINNING FUND BALANCE	743,177	586,756	822,473	802,204	177,112
50-4470	GARAGE INTERNAL SERVICE CHARGE	234,026	234,026	234,026	242,000	242,000
50-4480	VEHICLE CAPITL REPLCMNT CHARGE	70,000	70,000	70,000	70,000	70,000
50-4852	CAPITAL LEASE PROCEEDS	3,092				
50-4830	SALE OF PROPERTY	-	-	24,090		
50-4894	INSURANCE REIMBURSEMENT	-	-	-		
50-4896	DAMAGE TO CITY PROPERTY	69	-	-		
50-4910	TRANSFER IN - GEN FUND	-	-	-		
	TOTAL REVENUES	307,187	304,026	328,116	312,000	312,000
50-546-5201	SUPPLIES	8,731	17,000	17,000	10,000	10,000
50-546-5150	RETIREMENT	-	-	-	-	-
50-546-5225	AUTO PARTS - POLICE	22,712	10,000	10,000	10,000	10,000
50-546-5228	AUTO PARTS-OTHER		1,500	-	-	-
50-546-5227	AUTO PARTS-PW	3,351	10,000	500	1,000	1,000
50-546-5226	AUTO PARTS-RECREATION	58	500	-	-	-
50-546-7190	CAPITAL LEASE INTEREST	1,283	2,536	1,280	7,280	7,000
50-546-7191	CAPITAL LEASE PRINCIPAL	-	69,362	69,062	174,062	168,000
50-546-5435	EQUIPMENT - PW	-	40,000	40,000	182,000	30,000
50-546-5155	GASB68 PENSION - CONTRA	-				
50-546-5258	GASOLINE	72,615	83,000	48,000	83,000	83,000
50-546-5221.1701	INSURANCE		7,075	-	-	-
50-546-5255	NATURAL GAS		2,500	-	-	-
50-546-5278	OUTSIDE SERVICES-OTHER VEHICLE	159	3,000	300	15,000	12,000
50-546-5275	OUTSIDE SERVICES-PD	22,873	26,000	40,000	50,000	40,000
50-546-5277	OUTSIDE SERVICES-PW	7,479	10,000	3,000	15,000	10,000
50-546-5276	OUTSIDE SERVICES-REC	1,308	1,000	500	5,000	5,000
50-546-5285	DEPRECIATION EXPENSE	85,722		82,000	80,000	95,000
50-546-5287	TECHNOLOGY INTRNL SRVC CHG	1,600	1,600	1,600	4,750	4,750
50-546-5207	TRAVEL & TRAINING	-	500	-		
50-546-5206	UNIFORMS	-	260	-		
50-546-5440	VEHICLES	-	-	35,143	300,000	
	TOTAL EXPENDITURES	227,891	285,833	348,385	937,092	475,750
	NET CHANGE TO FUND BALANCE	79,296	18,193	(20,269)	(625,092)	(163,750)
	ENDING FUND BALANCE	822,473	604,949	802,204	177,112	13,362



City of Los Alamitos
Special Revenue - Police Capital
For Fiscal Year 2021-22, 2022-23

		2019-2020	2020-2021	2020-21	2021-22	2022-23
		Actual	Amended Budget	Estimate	Proposed	Forecast
	BEGINNING FUND BALANCE	98,602	103,236	138,602	178,602	218,602
51-4481	POLICE CAPITAL REPLACEMENT CHG	40,000	40,000	40,000	40,000	40,000
	TOTAL REVENUES	40,000	40,000	40,000	40,000	40,000
51-525-5420	EQUIPMENT					
51-525-5291	MAINTENANCE - COMMUNICATIONS	-	-			
51-525-5425	WEST-COMM CAD/RMS					
51-525-5272	WEST-COMM CONTRACTUAL	-	-			
	TOTAL EXPENDITURES	-	-			
	NET CHANGE TO FUND BALANCE	40,000	40,000	40,000	40,000	40,000
	ENDING FUND BALANCE	138,602	143,236	178,602	218,602	258,602



City of Los Alamitos
Special Revenue - Facilities, Streets, Parks, & Pool
For Fiscal Year 2021-22, 2022-23

		2019-2020	2020-2021	2020-21	2021-22	2022-23
		Actual	Amended Budget	Estimate	Proposed	Forecast
	BEGINNING FUND BALANCE	586,684	616,577	609,304	507,304	467,304
52-4910	TRANSFERS IN - GENERAL FUND	40,000	40,000	40,000	-	-
	TOTAL REVENUES	40,000	40,000	40,000	-	-
52-570-5503.2005	ELECTRIC SERVICE AND WIRING UPGD	-	40,000	40,000	40,000	-
52-570-5501.3101	LOS AL BLVD - BOND ELIGIBLE	-	-	-	-	-
52-570-5503.1941	REC COMM CENTER ROOF	2380	102,000	102,000	-	-
52-570-5501.4105	MATCHING SCAG GRANT - CWATP	15,000	-	-	-	-
	TOTAL EXPENDITURES	17,380	142,000	142,000	40,000	-
	NET CHANGE TO FUND BALANCE	22,620	(102,000)	(102,000)	(40,000)	-
	ENDING FUND BALANCE	609,304	514,577	507,304	467,304	467,304



City of Los Alamitos
Special Revenue - Technology Replacement
For Fiscal Year 2021-22, 2022-23

		2019-2020	2020-2021	2020-21	2021-22	2022-23
		Actual	Amended Budget	Estimate	Proposed	Forecast
	BEGINNING FUND BALANCE	243,752	214,414	274,232	263,876	129,076
53-4475	TECHNOLOGY INTERNAL SERVICE CH	160,000	160,000	160,000	190,000	190,000
	TOTAL REVENUES	160,000	160,000	160,000	190,000	190,000
53-570-5503.1931	CITY HALL GENERATOR		145,000	-	145,000	-
53-512-5450	COMPUTERS	40,207	16,000	16,000	25,000	20,000
53-512-5260	CONTRACTUAL SERVICES	27,190	77,000	77,000	77,000	77,000
53-512-5285	DEPRECIATION EXPENSE	8,380	-	8,100	7,800	7,500
53-512-5420	EQUIPMENT	12,623	8,000	10,000	10,000	10,000
53-512-5280	MAINTENANCE SUPPORT CONTRACT	24,425	40,750	40,750	41,000	41,000
53-512-5451	SOFTWARE	16,006	16,650	16,650	17,000	17,000
53-512-5201	SUPPLIES	689	1,600	1,856	2,000	2,000
	TOTAL EXPENDITURES	129,520	305,000	170,356	324,800	174,500
	NET CHANGE TO FUND BALANCE	30,480	(145,000)	(10,356)	(134,800)	15,500
	ENDING FUND BALANCE	274,232	69,414	263,876	129,076	144,576



City of Los Alamitos
Special Revenue - Self Insurance
For Fiscal Year 2021-22, 2022-23

		2019-2020	2020-2021	2020-21	2021-22	2022-23
		Actual	Amended Budget	Estimate	Preliminary	Forecast
	BEGINNING FUND BALANCE	221,019	453,011	20,407	56,103	38,403
54-4899	MISCELLANEOUS REVENUE	43,062	60,000	43,000	40,000	40,000
54-4910	TRANSFER IN - GEN FUND	561,000	561,000	561,000	660,000	680,000
	TOTAL REVENUES	604,062	621,000	604,000	700,000	720,000
54-561-5701	CLAIMS ADJUSTMENT EXPENSE	-	45,000	45,000	45,000	45,000
54-561-5260	CONTRACTUAL SERVICES	48,766	60,000	60,000	61,200	62,424
54-561-5214	LIABILITY CLAIMS	43,031	75,000	(56,618)	70,000	70,000
54-561-5215	LIABILITY INSURANCE	336,057	110,000	129,434	163,500	171,675
54-561-5221	PROPERTY INSURANCE	48,164	92,000	55,745	84,000	88,200
54-561-5211	WORKERS COMP CLAIMS	127,996	220,000	183,614	130,000	136,500
54-561-5212	WORKERS COMP INSURANCE	200,660	160,000	151,129	164,000	172,200
	TOTAL EXPENDITURES	804,674	762,000	568,304	717,700	745,999
	NET CHANGE TO FUND BALANCE	(200,612)	(141,000)	35,696	(17,700)	(25,999)
	ENDING FUND BALANCE	20,407	312,011	56,103	38,403	12,404



City of Los Alamitos
Special Revenue - Coronavirus Relief Fund
For Fiscal Year 2021-22, 2022-23

		2019-2020	2020-2021	2020-21	2021-22	2022-23
		Actual	Amended Budget	Estimate	Proposed	Forecast
	BEGINNING FUND BALANCE		355,434	355,434	290,253	290,253
55-4899	MISCELLANEOUS REVENUE	370,434	142,818	179,819		-
	TOTAL REVENUES	370,434	142,818	179,819	-	-
55-5001	SMALL BUSINESS GRANT AWARDS	15,000	142,818	245,000	-	-
	TOTAL EXPENDITURES	15,000	142,818	245,000	-	-
	NET CHANGE TO FUND BALANCE	355,434	-	(65,181)	-	-
	ENDING FUND BALANCE	355,434	355,434	290,253	290,253	290,253



City of Los Alamitos
Special Revenue - American Rescue Plan Act (ARPA)
For Fiscal Year 2021-22, 2022-23

		2020-2021 Amended Budget	2020-21 Estimate	2021-22 Proposed	2022-23 Forecast
	BEGINNING FUND BALANCE		-	1,062,306	2,124,612
56-4899	MISCELLANEOUS REVENUE		1,062,306	1,062,306	
	TOTAL REVENUES	-	1,062,306	1,062,306	-
			-	-	-
	TOTAL EXPENDITURES	-	-	-	-
	NET CHANGE TO FUND BALANCE	-	1,062,306	1,062,306	-
	ENDING FUND BALANCE	-	1,062,306	2,124,612	2,124,612



FY 2021-22

Capital Improvement Projects

CITY OF LOS ALAMITOS
Capital Improvement Projects
Fiscal Year 2021-22

PROJECT TITLE	FUNDING SOURCE	ACCOUNT	2021-22 Proposed
STREETS AND DRAINAGE			
Regular Yearly Work			
STREET MARKINGS/STRIPING	Gas Tax	20-570-5501.1003	\$ 75,000
TREE PLANTING - CITYWIDE	Measure M	26-570-5501.1614	\$ 50,000
ARTERIAL AND RESIDENTIAL TREE TRIMMING	Measure M	26-570-5501.XXXX	\$ 62,000
Special Funded Projects			
CERRITOS AVENUE BRIDGE GUARDRAIL	Measure M	26-570-5501.1621	\$ 30,000
SUBERBIA - REHABILITATION (RMRA SB-1)(c/o FY20-21)	SB-1	20-570-5501.XXXX	\$ 186,984
WOODCREST & CARRIER ROW ST (SB-1)	SB-1	26-570-5501.XXXX	\$ 229,083
SURVEY CITY BOUNDARIES	Gas Tax	20-570-5501.XXXX	\$ 75,000
STORM DRAIN MANAGEMENT PLAN (GAS TAX)	Gas Tax	20-570-5501.XXXX	\$ 75,000
ADA CURBS	Measure M	26-570-5501.1307	\$ 25,000
ADA SIDEWALKS	Measure M	26-570-5501.1740	\$ 25,000
STREET LIGHTS AT INTERSECTIONS (ARTERIAL OVERHEAD)	Measure M	26-570-5501.XXXX	\$ 80,000
KATELLA AVE SYNC PROJECT (c/o from FY20-21)	Measure M	26-570-5501.1935	\$ 51,110
SUBURBIA STREET PROJECT	Measure M	26-570-5501.1506	\$ 122,946
Facilities			
COMMUNITY CTR FR DR/EMER EXIT	Building Improvement	25-570-5503.XXXX	65,000
FLOORING - YOUTH CTR, COMM CTR, PD	Building Improvement	25-570-5503.XXXX	50,000
PAINTING - PD (INDOOR), COOM CTR (OUTDOOR)	Building Improvement	25-570-5503.XXXX	25,000
STORAGE CONTAINERS (2)	Building Improvement	25-570-5503.XXXX	12,000
PW MODULAR BREAKROOM	Building Improvement	25-570-5503.XXXX	75,000
TIER 1 PROJECT STORM DRAIN COVERS	Non-Departmental	10-570-5501.XXXX	16,000
Pavement Management Plan			
PAVEMENT MGMT PROJECT (c/o from FY20-21)	Measure M	26-570-5501.1008	\$ 20,000
PMP - CDBG Funding Projects			
ROUND #1 HOWARD ST FROM NOEL TO LEXINGTON	CDBG	19-570-5501.XXXX	\$ 131,000
ROUND #2 BLOOMFIELD FROM FARQUHAR TO KATELLA	CDBG	19-570-5501.XXXX	\$ 160,000
Carryover			\$ 258,094
FY21-22			\$ 1,383,029
Total Funded			\$ 1,641,123

CAPITAL IMPROVEMENT PROJECTS SUMMARY BY FUND - FISCAL YEAR 2021-22	
CDBG Fund (19)	\$ 291,000
Gas Tax Fund (20)	\$ 225,000
Measure M Fund (26)	\$ 882,123
General Fund (10)	\$ 243,000
Total Capital Improvement Projects - Fiscal Year 2021-22 (Including Carryovers)	\$ 1,641,123

RESOLUTION NO. 2021-14

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING THE SALARY SCHEDULE FOR EXECUTIVE AND NON-REPRESENTED EMPLOYEES EFFECTIVE JULY 4, 2021 AND REPEALING EXHIBIT “C” OF RESOLUTION 2019-27

WHEREAS, the City of Los Alamitos hereby amends the Executive and Non-Represented Salary schedule to include Development Services Manager, Administrative Services Manager, and Public Works Supervisor; and,

WHEREAS, the new salary schedule for Development Services Manager, Administrative Services Manager, and Public Works Supervisor will become effective July 4, 2021; and,

WHEREAS, this Resolution amends Resolution No. 2019-27.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS DOES RESOLVE AS FOLLOWS:

SECTION 1. The City Council of the City of Los Alamitos, California, finds that the above recitals are true and correct.

SECTION 2. Amends the Executive and Non-Represented Employees Salary schedule to include Development Services Manager, Administrative Services Manager, and Public Works Supervisor effective July 4, 2021, attached hereto as Exhibit A.

SECTION 3. The City Clerk shall certify as to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 21st day of June 2021.

Mark Chirco, Mayor

ATTEST:

Windmera Quintanar, MMC, City Clerk

APPROVED AS TO FORM:

Michael S. Daudt, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LOS ALAMITOS)

I, Windmera Quintanar, MMC, City Clerk, of the City of Los Alamitos, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council held on the 21st day of June, 2021, by the following vote, to wit:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

Windmera Quintanar, MMC, City Clerk

CITY OF LOS ALAMITOS EXECUTIVE MANAGEMENT & NON-REPRESENTED EMPLOYEES
SALARY SCHEDULE
Effective July 4, 2021

CODE	CLASSIFICATION TITLE	TIER	CATGY/FLSA		STEP A	STEP B	STEP C	STEP D	STEP E
310	Benefits Coordinator/Executive Asst	2	C - E	HOURLY	31.54	33.22	34.96	36.80	38.74
				MONTHLY	5,467.64	5,757.28	6,059.36	6,379.21	6,715.05
				ANNUAL	65,611.64	69,087.33	72,712.28	76,550.47	80,580.56
324	Recreation Supervisor	2	MM - E	HOURLY	32.44	34.21	36.10	38.08	40.18
328	Public Works Supervisor			MONTHLY	5,622.23	5,929.64	6,256.60	6,601.32	6,963.82
				ANNUAL	67,466.76	71,155.69	75,079.16	79,215.87	83,565.82
330	Assistant to the City Manager	1	C - E	HOURLY	40.38	42.40	44.52	46.75	49.09
				MONTHLY	6,999.36	7,349.41	7,717.24	8,102.84	8,509.75
				ANNUAL	83,992.28	88,192.96	92,606.87	97,234.02	102,117.04
		2		HOURLY	37.43	39.30	41.26	43.32	45.50
				MONTHLY	6,487.60	6,812.78	7,152.17	7,509.34	7,886.05
				ANNUAL	77,851.19	81,753.34	85,826.08	90,112.05	94,632.58
350	Community Services Manager	1	MM - E	HOURLY	40.41	43.00	45.74	48.66	51.77
355	Recreation Manager			MONTHLY	7,004.69	7,452.48	7,928.70	8,435.12	8,973.53
				ANNUAL	84,056.25	89,429.71	95,144.34	101,221.47	107,682.41
		2		HOURLY	39.47	41.42	43.45	45.26	47.02
				MONTHLY	6,841.21	7,178.83	7,530.66	7,845.18	8,150.81
				ANNUAL	82,094.51	86,145.93	90,367.93	94,142.15	97,809.75
362	Administrative Services Manager	2	MM - E	HOURLY	43.00	45.15	47.41	49.78	52.26
365	Development Services Manager			MONTHLY	7,452.48	7,826.00	8,217.39	8,628.19	9,058.40
				ANNUAL	89,429.71	93,912.00	98,608.64	103,538.24	108,700.80
370	City Clerk	1	A - E	HOURLY	41.32	43.39	45.57	47.84	50.23
				MONTHLY	7,162.84	7,521.78	7,898.49	8,292.97	8,706.99
				ANNUAL	85,954.02	90,261.32	94,781.85	99,515.61	104,483.93
		2		HOURLY	38.28	40.21	42.21	44.32	46.53
				MONTHLY	6,635.08	6,969.15	7,315.65	7,681.70	8,065.52
				ANNUAL	79,621.02	83,629.79	87,787.82	92,180.41	96,786.23
380	Support Services Manager	1	MM - E	HOURLY	49.10	51.56	54.14	56.84	59.68
				MONTHLY	8,511.53	8,936.22	9,384.01	9,853.12	10,345.33
				ANNUAL	102,138.37	107,234.62	112,608.08	118,237.42	124,143.96
		2		HOURLY	45.50	47.77	50.16	52.67	55.31
				MONTHLY	7,886.05	8,280.53	8,694.56	9,129.90	9,586.58
				ANNUAL	94,632.58	99,366.35	104,334.66	109,558.86	115,038.93
385	Finance Director	1	A - E	HOURLY	53.28	58.59	63.93	68.53	74.58
				MONTHLY	9,234.74	10,155.20	11,080.98	11,878.83	12,927.22
				ANNUAL	110,816.93	121,862.37	132,971.79	142,545.93	155,126.64
		2		HOURLY	49.36	54.29	59.22	63.51	69.10
				MONTHLY	8,555.95	9,410.66	10,265.37	11,008.13	11,976.56
				ANNUAL	102,671.45	112,927.93	123,184.42	132,097.53	143,718.71

390	Police Captain	1	MM - E	HOURLY	61.37	64.44	67.67	71.04	74.60
				MONTHLY	10,636.75	11,169.83	11,729.56	12,314.18	12,930.77
				ANNUAL	127,640.97	134,037.95	140,754.77	147,770.12	155,169.29
		2		HOURLY	56.35	59.17	62.13	65.24	68.51
				MONTHLY	9,767.83	10,256.48	10,770.02	11,308.43	11,875.27
				ANNUAL	117,213.91	123,077.80	129,240.22	135,701.16	142,503.28
		1	A - E	HOURLY	55.94	61.53	67.13	71.96	78.30
				MONTHLY	9,696.75	10,665.18	11,635.39	12,472.32	13,572.25
				ANNUAL	116,360.98	127,982.15	139,624.64	149,667.89	162,866.98
400	Administrative Services Director	2		HOURLY	51.83	57.01	62.20	66.68	72.55
430	Recreation & Community Svcs Director			MONTHLY	8,984.20	9,881.55	10,780.68	11,557.20	12,575.39
				ANNUAL	107,810.35	118,578.59	129,368.16	138,686.42	150,904.64
410	Development Services Director	1	A - E	HOURLY	58.74	64.60	70.49	75.55	82.21
				MONTHLY	10,181.85	11,196.48	12,218.22	13,096.03	14,249.26
				ANNUAL	122,182.22	134,357.80	146,618.67	157,152.35	170,991.14
		2		HOURLY	54.42	59.86	65.29	70.02	76.18
				MONTHLY	9,431.98	10,375.54	11,317.31	12,136.48	13,204.42
				ANNUAL	113,183.81	124,506.46	135,807.78	145,637.80	158,453.07
		1	A - E	HOURLY	65.08	71.57	78.09	84.59	91.10
				MONTHLY	11,280.00	12,404.80	13,534.93	14,661.51	15,789.87
				ANNUAL	135,359.99	148,857.61	162,419.20	175,938.14	189,478.40
440	Police Chief	2		HOURLY	59.75	65.72	71.69	77.67	83.65
				MONTHLY	10,355.99	11,391.95	12,426.12	13,462.08	14,499.81
				ANNUAL	124,271.90	136,703.36	149,113.49	161,544.94	173,997.72
500	City Manager	n/a	A - E	City Manager salary is set by contract with the City Council.					

Employment Category

A = At Will

C = Confidential

MM = Mid-management

Fair Labor Standards Act Classification

E = Exempt from overtime

Tier 1 represents the salary ranges for non-represented employees appointed before December 16, 2013.

Tier 2 represent the salary ranges for non-represented employees appointed after December 16, 2013.

RESOLUTION NO. 2021-15

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADMENDING THE HOURLY RATE SCHEDULE FOR PART-TIME EMPLOYEES EFFECTIVE JULY 4, 2021 AND REPEALING EXHIBIT "A" OF RESOLUTION 2020-40

WHEREAS, the City of Los Alamitos hereby amends the hourly rate schedule to include Senior Code Enforcement Officer and Clerical Assistant; and,

WHEREAS, the new hourly rate schedule for Senior Code Enforcement Officer and Clerical Assistant will become effective July 4, 2021; and,

WHEREAS, this Resolution amends Resolution No. 2020-40.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS DOES RESOLVE AS FOLLOWS:

SECTION 1. The City Council of the City of Los Alamitos, California, finds that the above recitals are true and correct.

SECTION 2. Amends the hourly rate schedule to include Senior Code Enforcement Officer and Clerical Assistant effective July 4, 2021, attached hereto as Exhibit A.

SECTION 3. The City Clerk shall certify as to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 21st day of June 2021.

Mark Chirco, Mayor

ATTEST:

Windmera Quintanar, MMC, City Clerk

APPROVED AS TO FORM:

Michael S. Daudt, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LOS ALAMITOS)

I, Windmera Quintanar, MMC, City Clerk, of the City of Los Alamitos, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council held on the 21st day of June, 2021, by the following vote, to wit:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

Windmera Quintanar, MMC, City Clerk

CITY OF LOS ALAMITOS
HOURLY RATE SCHEDULE
Effective July 4, 2021

CLASS CODE	CLASSIFICATION TITLE	STEP A	STEP B	STEP C	STEP D	STEP E
905	Recreation Leader	14.00	14.70	15.44	16.21	17.02
921	Senior Recreation Leader	15.00	15.75	16.54	17.37	18.24
931	Recreation Specialist	15.80	16.59	17.41	18.29	19.20
955	Community Services Coordinator	18.50	19.43	20.40	21.42	22.49
910	Lifeguard	14.00	14.70	15.44	16.21	17.02
925	Water Safety Instructor I	14.00	14.70	15.44	16.21	17.02
930	Asst. Pool Manager/Sr. Lifeguard	15.80	16.59	17.41	18.29	19.20
935	Water Safety Instructor II	15.00	15.75	16.54	17.37	18.24
920	Police Aide/Cadet	15.30	16.07	16.87	17.71	18.60
945	Police Investigator	15.80	16.59	17.42	18.29	19.20
946	Police Reserve	15.80	16.59	17.42	18.29	19.20
965	Police Recruit	22.00				
970	Photo Enforcement Officer	28.79	30.23	31.75	33.33	35.00
983	Emergency Services Coordinator	32.92	34.57	36.29	38.11	40.00
940	Account Clerk	14.00	14.70	15.44	16.21	17.02
941	Administrative Intern	14.00	14.70	15.44	16.21	17.02
944	Clerical Assistant	16.25	17.06	17.91	18.81	19.75
947	Receptionist	15.64	16.42	17.24	18.11	19.00
960	Maintenance Worker	17.30	18.17	19.07	20.03	22.08
948	Department Secretary	22.83	23.98	25.17	26.43	27.76
971	Code Enforcement Officer	22.83	23.98	25.17	26.43	27.76
951	Deputy City Clerk	27.72	29.11	30.56	32.09	33.69
978	Senior Code Enforcement Officer	29.15	30.61	32.14	33.75	35.44
981	Special Projects Coordinator	38.20	40.11	42.12	44.22	46.44
982	Fiscal Sustainability Manager	47.44	52.18	56.92	61.03	66.40

RESOLUTION NO. 2021-16

**A RESOLUTION OF CITY COUNCIL OF THE CITY OF
LOS ALAMITOS, CALIFORNIA, AMENDING THE
SALARY SCHEDULE FOR CALIFORNIA TEAMSTERS
911 EMPLOYEES EFFECTIVE JULY 4, 2021 AND
REPEALING EXHIBIT A3 OF RESOLUTION 2019-26**

WHEREAS, the City of Los Alamitos hereby amends the California Teamsters 911 salary schedule to include Recreation Coordinator/Graphics Media; and,

WHEREAS, the new salary schedule for Recreation Coordinator/Graphics Media will become effective July 4, 2021; and,

WHEREAS, this Resolution amends Resolution No. 2019-26.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS DOES RESOLVE AS FOLLOWS:

SECTION 1. The City Council of the City of Los Alamitos, California, finds that the above recitals are true and correct.

SECTION 2. Amends the California Teamsters 911 salary schedule to include Recreation Coordinator/Graphics Media effective July 4, 2021, attached hereto as Exhibit A.

SECTION 3. The City Clerk shall certify as to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 21st day of June 2021.

Mark Chirco, Mayor

ATTEST:

Windmera Quintanar, MMC, City Clerk

APPROVED AS TO FORM:

Michael S. Daudt, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LOS ALAMITOS)

I, Windmera Quintanar, MMC, City Clerk, of the City of Los Alamitos, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council held on the 21st day of June, 2021, by the following vote, to wit:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

Windmera Quintanar, MMC, City Clerk

**CALIFORNIA TEAMSTERS 911
SALARY SCHEDULE
EFFECTIVE JULY 4, 2021**

Exhibit A

CODE	CLASSIFICATION TITLE	TIER		STEP A	STEP B	STEP C	STEP D	STEP E
110	Receptionist	1	HOURLY	17.35	18.21	19.14	20.08	21.08
			MONTHLY	3,008.36	3,157.62	3,317.55	3,481.03	3,653.38
			ANNUAL	36,100.26	37,891.42	39,810.51	41,772.25	43,840.60
		2	HOURLY	16.92	17.78	18.67	19.58	20.57
			MONTHLY	2,931.95	3,081.21	3,235.81	3,393.95	3,566.32
			ANNUAL	35,183.36	36,974.52	38,829.64	40,727.41	42,795.76
		3	HOURLY	16.51	17.34	18.20	19.13	20.07
			MONTHLY	2,862.65	3,006.58	3,155.84	3,315.77	3,479.24
			ANNUAL	34,351.76	36,078.94	37,870.09	39,789.18	41,750.92
120	Records Clerk	1	HOURLY	20.36	21.39	22.46	23.58	24.77
			MONTHLY	3,529.00	3,708.47	3,893.28	4,086.96	4,293.08
			ANNUAL	42,347.97	44,501.62	46,719.24	49,043.48	51,516.97
		2	HOURLY	19.88	20.87	21.92	23.00	24.15
			MONTHLY	3,445.49	3,617.84	3,799.09	3,987.45	4,186.46
			ANNUAL	41,345.78	43,414.14	45,589.11	47,849.37	50,237.58
		3	HOURLY	19.40	20.35	21.37	22.45	23.57
			MONTHLY	3,361.97	3,527.23	3,704.92	3,891.49	4,085.18
			ANNUAL	40,343.59	42,326.65	44,458.98	46,697.92	49,022.15
125	Maintenance Worker	1	HOURLY	21.82	22.91	24.05	25.24	26.52
			MONTHLY	3,781.32	3,971.46	4,168.70	4,374.82	4,596.94
			ANNUAL	45,375.88	47,657.46	50,024.34	52,497.84	55,163.25
		2	HOURLY	21.29	22.34	23.47	24.65	25.87
			MONTHLY	3,690.70	3,871.95	4,067.42	4,273.54	4,483.22
			ANNUAL	44,288.39	46,463.36	48,808.92	51,282.42	53,798.56
		3	HOURLY	20.78	21.80	22.90	24.04	25.23
			MONTHLY	3,601.86	3,777.77	3,969.68	4,166.92	4,373.05
			ANNUAL	43,222.23	45,333.23	47,636.14	50,003.02	52,476.52
126	Maintenance Worker 1	1	HOURLY	22.92	24.07	25.27	26.53	27.86
			MONTHLY	3,973.23	4,172.25	4,380.16	4,598.71	4,829.72
			ANNUAL	47,678.79	50,066.99	52,561.81	55,184.57	57,956.59
		2	HOURLY	22.37	23.49	24.66	25.90	27.19
			MONTHLY	3,877.28	4,070.97	4,275.31	4,488.54	4,712.44
			ANNUAL	46,527.33	48,851.57	51,303.74	53,862.53	56,549.26
		3	HOURLY	21.82	22.91	24.06	25.26	26.52
			MONTHLY	3,781.32	3,971.46	4,170.48	4,378.37	4,596.94
			ANNUAL	45,375.88	47,657.46	50,045.67	52,540.49	55,163.25
130	Secretary	1	HOURLY	23.16	24.32	25.53	26.80	28.15
			MONTHLY	4,014.11	4,214.90	4,424.57	4,644.91	4,879.47
			ANNUAL	48,169.22	50,578.75	53,094.89	55,738.98	58,553.64
		2	HOURLY	22.60	23.71	24.89	26.16	27.46
			MONTHLY	3,916.37	4,110.06	4,314.40	4,534.74	4,760.42
			ANNUAL	46,996.44	49,320.68	51,772.85	54,416.93	57,124.99
		3	HOURLY	22.04	23.15	24.31	25.50	26.79
			MONTHLY	3,820.42	4,012.32	4,213.12	4,421.02	4,643.14
			ANNUAL	45,844.99	48,147.90	50,557.43	53,052.25	55,717.65

CALIFORNIA TEAMSTERS 911
SALARY SCHEDULE
EFFECTIVE JULY 4, 2021

135	Records Specialist	1	HOURLY	24.09	25.29	26.56	27.89	29.29
136	Community Liaison Officer		MONTHLY	4,175.80	4,383.71	4,604.05	4,835.05	5,076.72
			ANNUAL	50,109.64	52,604.46	55,248.54	58,020.56	60,920.53
		2	HOURLY	23.52	24.69	25.92	27.22	28.57
			MONTHLY	4,076.29	4,280.65	4,492.10	4,717.77	4,952.33
			ANNUAL	48,915.54	51,367.71	53,905.18	56,613.23	59,427.90
		3	HOURLY	22.94	24.08	25.27	26.55	27.87
			MONTHLY	3,976.79	4,174.03	4,380.16	4,602.27	4,831.50
			ANNUAL	47,721.43	50,088.31	52,561.81	55,227.22	57,977.92
140	Senior Maintenance Worker	1	HOURLY	25.35	26.61	27.95	29.34	30.81
145	Finance Assistant		MONTHLY	4,394.37	4,612.93	4,843.93	5,085.60	5,339.70
150	Mechanic		ANNUAL	52,732.40	55,355.16	58,127.18	61,027.14	64,076.37
152	Planning Aide	2	HOURLY	24.73	25.95	27.27	28.61	30.05
			MONTHLY	4,285.97	4,497.43	4,726.65	4,959.44	5,208.21
			ANNUAL	51,431.68	53,969.15	56,719.85	59,513.19	62,498.45
		3	HOURLY	24.11	25.31	26.59	27.91	29.31
			MONTHLY	4,179.36	4,387.26	4,609.38	4,838.61	5,080.27
			ANNUAL	50,152.28	52,647.10	55,312.51	58,063.21	60,963.17
155	Recreation Coordinator	1	HOURLY	25.57	26.87	28.20	29.62	31.10
157	Recreation Coordinator/Graphic Media		MONTHLY	4,431.68	4,657.36	4,888.36	5,133.58	5,391.23
			ANNUAL	53,180.19	55,888.24	58,660.26	61,602.87	64,694.74
		2	HOURLY	24.96	26.21	27.51	28.90	30.33
			MONTHLY	4,326.85	4,543.63	4,767.53	5,009.19	5,257.96
			ANNUAL	51,922.11	54,523.55	57,210.28	60,110.24	63,095.50
		3	HOURLY	24.35	25.56	26.85	28.18	29.61
			MONTHLY	4,220.23	4,429.91	4,653.80	4,884.81	5,131.80
			ANNUAL	50,642.72	53,158.86	55,845.59	58,617.61	61,581.55
160	Department Secretary	1	HOURLY	26.09	27.39	28.77	30.21	31.72
			MONTHLY	4,522.31	4,747.98	4,986.09	5,236.64	5,497.84
			ANNUAL	54,267.67	56,975.72	59,833.04	62,839.62	65,974.14
		2	HOURLY	25.46	26.74	28.07	29.47	30.95
			MONTHLY	4,413.91	4,634.25	4,865.25	5,108.70	5,364.58
			ANNUAL	52,966.95	55,611.04	58,383.06	61,304.34	64,374.89
		3	HOURLY	24.83	26.08	27.38	28.74	30.20
			MONTHLY	4,303.74	4,520.53	4,746.21	4,982.53	5,234.86
			ANNUAL	51,644.91	54,246.35	56,954.40	59,790.39	62,818.29
305	Senior Finance Assitant	1	HOURLY	28.14	29.55	31.02	32.57	34.19
			MONTHLY	4,877.70	5,122.92	5,377.01	5,645.34	5,926.09
			ANNUAL	58,532.32	61,474.93	64,524.15	67,743.97	71,113.04
		2	HOURLY	27.45	28.84	30.26	31.77	33.36
			MONTHLY	4,758.64	4,998.53	5,245.52	5,506.73	5,782.15
			ANNUAL	57,103.66	59,982.30	62,946.23	66,080.75	69,385.86
		3	HOURLY	26.78	28.12	29.52	31.00	32.54
			MONTHLY	4,641.36	4,874.14	5,117.58	5,373.46	5,640.00
			ANNUAL	55,696.33	58,489.67	61,410.96	64,481.51	67,680.00

**CALIFORNIA TEAMSTERS 911
SALARY SCHEDULE
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170	Assistant Planner	1	HOURLY	29.17	30.63	32.16	33.78	35.45
			MONTHLY	5,055.39	5,309.49	5,574.26	5,855.01	6,144.65
			ANNUAL	60,664.65	63,713.87	66,891.04	70,260.11	73,735.80
175	Code Enforcement Officer	2	HOURLY	28.46	29.87	31.37	32.94	34.60
			MONTHLY	4,932.78	5,178.00	5,437.43	5,709.31	5,997.17
			ANNUAL	59,193.34	62,135.95	65,249.15	68,511.60	71,965.97
		3	HOURLY	27.76	29.16	30.60	32.14	33.76
			MONTHLY	4,811.95	5,053.61	5,304.16	5,570.70	5,851.46
			ANNUAL	57,743.36	60,643.32	63,649.90	66,848.39	70,217.46
180	Maintenance Foreman	1	HOURLY	29.42	30.90	32.44	34.05	35.77
			MONTHLY	5,099.81	5,355.69	5,622.23	5,901.21	6,199.74
			ANNUAL	61,197.73	64,268.28	67,466.76	70,814.51	74,396.82
185	Master Mechanic	2	HOURLY	28.69	30.13	31.66	33.23	34.89
			MONTHLY	4,973.65	5,222.42	5,487.18	5,759.06	6,046.92
			ANNUAL	59,683.78	62,669.03	65,846.20	69,108.65	72,563.02
		3	HOURLY	28.01	29.41	30.86	32.42	34.02
			MONTHLY	4,854.59	5,098.04	5,348.58	5,618.68	5,897.66
			ANNUAL	58,255.12	61,176.40	64,182.98	67,424.12	70,771.87
205	Lead Foreman	1	HOURLY	31.34	32.91	34.56	36.28	38.09
			MONTHLY	5,432.10	5,703.97	5,990.06	6,288.59	6,603.10
			ANNUAL	65,185.18	68,447.63	71,880.68	75,462.98	79,237.20
		2	HOURLY	30.58	32.11	33.72	35.40	37.17
			MONTHLY	5,300.61	5,565.37	5,844.35	6,135.77	6,443.18
			ANNUAL	63,607.25	66,784.42	70,132.17	73,629.18	77,318.10
		3	HOURLY	29.83	31.32	32.89	34.54	36.26
			MONTHLY	5,170.89	5,428.55	5,700.42	5,986.51	6,285.03
			ANNUAL	62,050.66	65,142.53	68,404.99	71,838.03	75,420.34
210	Accountant	1	HOURLY	33.20	34.87	36.60	38.42	40.34
			MONTHLY	5,755.51	6,043.37	6,343.67	6,659.96	6,992.25
			ANNUAL	69,066.01	72,520.37	76,124.00	79,919.54	83,906.99
		2	HOURLY	32.40	34.00	35.71	37.48	39.36
			MONTHLY	5,615.12	5,894.11	6,189.08	6,496.48	6,821.67
			ANNUAL	67,381.47	70,729.22	74,268.88	77,957.80	81,859.96
		3	HOURLY	31.61	33.18	34.82	36.58	38.40
			MONTHLY	5,478.30	5,751.95	6,036.26	6,340.11	6,656.41
			ANNUAL	65,739.58	69,023.36	72,435.08	76,081.36	79,876.89
195	Associate Planner	1	HOURLY	33.29	34.96	36.69	38.55	40.44
			MONTHLY	5,769.72	6,059.36	6,359.66	6,681.29	7,010.02
			ANNUAL	69,236.59	72,712.28	76,315.91	80,175.42	84,120.22
		2	HOURLY	32.48	34.10	35.81	37.59	39.48
			MONTHLY	5,629.34	5,910.09	6,206.85	6,516.03	6,842.99
			ANNUAL	67,552.06	70,921.13	74,482.11	78,192.36	82,115.84
		3	HOURLY	31.69	33.27	34.93	36.67	38.53
			MONTHLY	5,492.52	5,766.17	6,054.03	6,356.11	6,677.73
			ANNUAL	65,910.17	69,193.95	72,648.31	76,273.27	80,132.77

CALIFORNIA TEAMSTERS 911

SALARY SCHEDULE

EFFECTIVE JULY 4, 2021

220	Management Analyst	1	HOURLY	37.35	39.21	41.17	43.23	45.39
			MONTHLY	6,473.39	6,796.79	7,136.18	7,493.35	7,868.28
			ANNUAL	77,680.60	81,561.43	85,634.17	89,920.15	94,419.35
		2	HOURLY	36.43	38.25	40.17	42.17	44.29
			MONTHLY	6,315.24	6,629.76	6,962.04	7,310.32	7,676.37
			ANNUAL	75,782.83	79,557.05	83,544.49	87,723.85	92,116.44
		3	HOURLY	35.54	37.32	39.18	41.14	43.20
			MONTHLY	6,160.65	6,468.05	6,791.46	7,130.86	7,488.01
			ANNUAL	73,927.71	77,616.63	81,497.46	85,570.20	89,856.18

RESOLUTION NO. 2021-17

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF LOS ALAMITOS, CALIFORNIA, ADOPTING JOB
DESCRIPTIONS**

WHEREAS, on June 21, 2021 the City of Los Alamitos City Council approved the 2021/22 Budget that identified five new full-time positions and two part-time positions for the City of Los Alamitos; and,

WHEREAS, job descriptions have been developed for the following full-time positions: Development Services Manager, Administrative Services Manager, Recreation Coordinator – Graphics and Media, and Public Works Supervisor; and,

WHEREAS, the job description has been developed for the part-time Senior Code Enforcement Officer position; and,

WHEREAS, the job descriptions have been revised for the full-time Support Services Manager – Police Department (Non-Sworn) and part-time Clerical Assistant.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS DOES RESOLVE AS FOLLOWS:

SECTION 1. The City Council of the City of Los Alamitos, California, finds that the above recitals are true and correct.

SECTION 2. The City Council adopts the job descriptions for Development Services Manager (Exhibit A), Administrative Services Manager (Exhibit B), Support Services Manager – Police Department (Non-Sworn) (Exhibit C) Recreation Coordinator – Graphics and Media (Exhibit D), Public Works Supervisor (Exhibit E), Part-time Senior Code Enforcement Officer (Exhibit F), and Part-time Clerical Assistant (Exhibit G).

SECTION 3. The job descriptions for these positions shall supersede previously adopted job descriptions for the same positions.

SECTION 3. The City Clerk shall certify as to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 21st day of June, 2021.

Mark Chirco, Mayor

ATTEST:

Windmera Quintanar, MMC, City Clerk

APPROVED AS TO FORM:

Michael S. Daudt, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LOS ALAMITOS)

I, Windmera Quintanar, MMC, City Clerk, of the City of Los Alamitos, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council held on the 21st day of June, 2021, by the following vote, to wit:

AYES:	COUNCILMEMBERS:
NOES:	COUNCILMEMBERS:
ABSENT:	COUNCILMEMBERS:
ABSTAIN:	COUNCILMEMBERS:

Windmera Quintanar, MMC, City Clerk

CITY OF LOS ALAMITOS
Job Description

DEVELOPMENT SERVICES MANAGER

THE POSITION

This position serves as the Planning Manager in the Development Services Department; under general direction, plans, organizes, oversees, coordinates, and reviews the work of professional, technical, and administrative staff performing difficult and complex professional and technical support related to all programs and activities of the Planning, Building and Safety, Economic Development, Engineering, and Transportation divisions; and provides highly complex and responsible support to the Development Services Director.

ESSENTIAL JOB FUNCTIONS

The Planning Manager oversees the daily functions and operations of current and advance planning, building and safety, code enforcement, transportation planning, engineering, economic development, and special projects under the direction of the department director; reviews the work of professional and administrative staff relating to all programs and activities; develops, implements, and interprets policies and regulations relating to land use, including planning, the City's General Plan, zoning, the California Environmental Quality Act, building, transportation, engineering, and economic development; oversees the dissemination of planning and zoning information to the general public; confers with developers, representatives of residential, commercial, and industrial interests, property owners, and others in relation to City projects and private developments; reviews development and environmental documents from other governmental agencies which may impact the City of Los Alamitos; oversees the development of economic development strategies and assists in the implementation of the economic development plan; develops and establishes work methods and standards; participates in recruitment and selection of staff; reviews and evaluates employee performance in consultation with Human Resources; ensures activities are conducted in accordance with Federal and State laws and local regulations; attends and participates in professional group meetings; assists in the preparation and administration of the budget for the department; oversees contracts with agencies providing services to the City including the waste hauler contract; oversees contracts with businesses providing staff services to the City including Building and Safety as well as transportation and engineering services; attends, participates in, and presents reports on a wide variety of projects at Community, Commission, and City Council meetings; serves as secretary of the Planning and Traffic Commission in the absence of the Director or Acting Deputy City Manager; provides support to the Development Services Director and/or Acting Deputy City Manager; perform other duties as assigned by the Director, Acting Deputy City Manager, or City Manager.

DESIRABLE KNOWLEDE, SKILLS, AND ABILITIES

Graduation from a four-year college or university with major coursework in urban planning, geography, architecture, environmental design, public administration, or a related field.

Five (5) years of increasingly responsible management and/or administrative experience in profession planning, including three (3) years of supervisory experience.

KNOWLEDGE OF

Principles and practices of budget development and administration; principles and practices of employee supervision; applicable Federal State, and local laws, codes, and regulations, including the California Coastal Zone Act; organization and management practices as applied to the development, analysis, and evaluation of programs, policies, and operation needs; site planning and architectural design principles; methods, materials, and techniques used in the planning of projects, including land use, transportation, natural resources, and parks; principles of economic development; methods and techniques of effective technical report preparation and presentation; techniques for effectively representing the City in contacts with governmental agencies, community groups, various business, professional, educational, and regulatory organizations and with property owners, developers, contractors, and the public; techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors, and City staff.

ABILITY TO

Administer complex, technical, and sensitive planning, development, and related programs in an independent and cooperative manner; plan, organize, assign, review, and evaluate the work of staff; train staff in work procedures; prepare clear and concise reports, correspondence, policies, procedures, and other written materials; interpret, apply, explain, and ensure compliance with Federal, State, and local policies, procedures, laws, and regulations; conduct complex research projects, evaluate alternatives, make sound recommendations, and prepare effective technical staff reports; effectively represent the department and the City in meetings with governmental agencies, community groups, and various businesses, professional and regulatory organizations and in meetings with individuals; organize own work, set priorities, and meet critical time deadlines.

CITY OF LOS ALAMITOS
Job Description

ADMINISTRATIVE SERVICES MANAGER

THE POSITION

Under the supervision of the City Manager, this position serves as an integral member of the Executive Management Team responsible for a wide variety of confidential administrative, management, and support duties. These include, but are not limited to, management of the City's Human Resources, Personnel, Benefits, Labor Relations, Risk Management, Information Technology (IT), and City Communications programs. The Administrative Services Manager also provides support to the City Manager by planning and recommending organizational policies and performance strategies; provides a variety of specialized complex administrative and management analysis to support decision-making and strategic direction.

ESSENTIAL JOB FUNCTIONS

The Administrative Services Manager is responsible for all organizational support services including Human Resources Personnel, Benefits, Labor Relations, Risk Management, Workers Compensation, Information Technology, and Communications.

Provides responsible, complex and confidential organizational support; generating a wide variety of complex and confidential reports, and maintains confidential personnel records.

Participates with City Manager in framing the City's vision and strategies for accomplishing organizational initiatives; advocates City, Federal, State, and regional cooperation where opportunities exist to further the City's and region's goals.

Monitors the pending goal list items, and keeps the City Manager informed about projects and issues of importance to City. Provides the City Manager with accurate and timely information to support decision-making and policy direction.

Provides direct oversight of programs and operations of assigned divisions including developing and coordinating of division budgets, administering expenditures for programs and projects.

Responsible for effective employee relations, diversity and staff development; oversees and performs employee evaluations; administers human resources policies and procedures and determines appropriate personnel actions.

Promotes innovation, critical thinking and creativity in developing approaches and solutions to City needs. Empowers all levels of staff to be proactive and participatory. Promotes, encourages and leads collaboratively in seeking new ways to share resources, ideas and best practices in order to optimize service delivery organization wide.

Conducts complex and sensitive administrative, operational, and management analyses, studies, and research projects including those involving City-wide issues, programs, policies, and procedures; selects, adapts, and applies appropriate research and statistical techniques; gathers and analyzes data and information from various sources on a variety of specialized topics.

Attends City Council meetings and work sessions; researches, responds to and prepares correspondence; performs necessary follow up and communicates with City management on sensitive and confidential issues.

Specific duties may include, but are not limited to:

- Conducts new employee orientation and insurance enrolment; performs exit-processing services for terminating and retiring employees.
- Schedules and process all pre-employment employee physicals and maintains proper protocol for all physicals, employee benefit applications and requests for disability leave, FMLA, COBRA, over-aged dependents' coverage, retirement death and other special situations.
- Interprets personnel policies and procedures; responds to requests for information and assistance for employees, management, bargaining unit representatives, outside agencies and the public.
- Plans and performs recruitment activities including coordination among departments and applicable agencies; develops job bulletins; determines and places advertisements; reviews and evaluates applicant selection.
- Receives, reviews and processes various reports and records, including benefit updates, insurance forms, surveys, and job applications.

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of the principles, practices and procedures of public administration and management including; administration and management; knowledge of English, grammar, spelling and letter writing; ability to interpret and apply City policies, procedures, laws and regulations; ability to act independently and resourcefully; and ability to work cooperatively and professionally with other employees and the general public. Ability to analyze problems and make sound recommendations in a clear and concise manner; prepare and present comprehensive reports both verbally and in writing; demonstrate excellent analytical and writing skills; establish and maintain effective and cooperative working relationships with those encountered in the performance of duties; supervise and direct the work of assigned staff.

DESIRABLE EXPERIENCE AND TRAINING

The position will require a minimum of five years of increasingly responsible local government experience, including an operational knowledge of public sector personnel and risk management practices. A Bachelors Degree and Human Resources Management Certification is required.

City of Los Alamitos

Job Description

Exhibit C

SUPPORT SERVICES MANAGER – POLICE DEPARTMENT (NON-SWORN)

POSITION

The Support Services Manager in the Police Department is a civilian position reporting to the Chief of Police. The Support Services Manager performs a variety of administrative activities in the Police Department, including the preparation and monitoring of the budget within the scope of the position, supervision of the City's disaster preparedness program to include operational readiness of the City's Emergency Operations Center, preparation of various grant applications, and any other duties as assigned by the Chief of Police. The Support Services Manager is a middle management position and is exempt from overtime provisions under the Fair Labor and Standards Act.

ESSENTIAL JOB FUNCTIONS

The Support Services Manager is required to perform the following essential job functions: Preparation and administration related to the Support Services programs budget; supervision and management of civilian positions within the Police Department such as the Community Liaison Officer, Social Media Team, Public Information Officer and civilian volunteers (RACES, CERT); management and supervision of the Mobile Command Post; management and supervision of the City's Emergency Response Plan, operating the Emergency Operations Center and coordination of disaster planning with surrounding communities; preparation and administration of state and federal related program grants, preparation of complex financial and statistical analytical studies; preparation of ordinances, resolutions, staff reports, and other City Council related documents.

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES

General knowledge of the following: Principles, practices and procedures of public administration and management, including methods of statistical analysis; municipal budget and financial procedures; emergency disaster preparedness planning; effective analytical and writing skills; responsive public relations. Ability to: Establish and maintain effective working relationships with department personnel, City staff, City Council, and other governmental agencies; communicate clearly and effectively both orally and in writing, including public speaking skills before large and small groups; supervise, plan and coordinate the work of others; operate and use a personal computer and spreadsheet and word processing software.

DESIRABLE EXPERIENCE AND TRAINING

Three to five years of increasingly responsible experience in municipal government, preferably with previous administrative work in a municipal or county government environment. Graduation from an accredited college or university with major course work in Public Administration, Business Administration, or Criminal Justice, or related field. A Master's Degree is desired.

Special Job-related Requirements: Possession of a valid California State driver's license.

CITY OF LOS ALAMITOS
Job Description

RECREATION COORDINATOR – GRAPHICS & MEDIA
RECREATION & COMMUNITY SERVICES DEPARTMENT

THE POSITION

This position serves as a Recreation Coordinator specializing in graphics, media, and marketing for the Recreation & Community Services Department. The position performs a variety of duties with 75% related to graphic design, media production and marketing for the Recreation and Community Services Department as well as provides graphic support to other City departments. The other 25% of duties helps to support logistics and coordination for Recreation programs, events and services.

ESSENTIAL JOB FUNCTIONS

Under the direction of the Recreation Manager and the Director of Recreation & Community Services, the Recreation Coordinator duties may include but are not limited to the following:

- Prepare public informational materials including print and electronic media using desktop publishing software such as: Adobe InDesign, Photoshop, Illustrator and Microsoft Publisher.
- Participates in preparing program and event publicity, including news releases, flyers, pamphlets and brochures. Includes taking professional quality photos at events, programs and classes.
- Assist in video production and editing to promote City programs, services, and events.
- Maintains Department signage including banners and signage at City facilities.
- Update and maintain the Recreation & Community Services Department webpages on the City's website.
- Provides customer service, receiving and responding to citizen complaints and information requests.
- Maintains effective relationships with City departments and community groups.
- Assist with support of logistics and coordination of City events and programs as needed.
- Researches and evaluates through conducting customer satisfaction and participation surveys. Prepares statistical reports, budget preparation, spreadsheets, forms, correspondence, memoranda, lists, rosters, and schedules.
- Adhere to City and departmental policies and procedures; perform related duties as required.

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES

- **Knowledge of:** Principles of graphic design; MAC and IBM compatible personal computers; word processing; database and database management; spreadsheets; graphics; and/or desktop publishing programs.
- **Ability to:** Research, analyze, and make sound recommendations. Communicate clearly and concisely, orally and in writing. Establish and maintain effective working relationships with the public, community groups, agencies, media, and staff. Exercise good judgment, courtesy, and tact with the public, staff, and other agencies. Utilize quality customer service skills and techniques. Demonstrate competence in the use of personal computers, preferably current Windows applications, and Desktop Publishing software. Utilize word processing, spreadsheet and database software applications with desirable knowledge of graphic design skills in programs such as, but not limited to: Adobe Photoshop, InDesign, and Illustrator
- This position may be required to work evening and weekend hours

DESIRABLE EXPERIENCE AND TRAINING

- **Experience:** Two years of increasingly responsible graphic design experience preferably within a local government setting is desirable. Any combination of training and experience, which may provide the required knowledge, skills and abilities, would be qualifying.
- **Education:** Bachelor's Degree in Communications or Graphic Arts or Design or a related field is required.
- Required to obtain a First Aid/CPR/AED certification within three months of employment.

CITY OF LOS ALAMITOS**Job Description****PUBLIC WORKS SUPERVISOR
PUBLIC WORKS DEPARTMENT****THE POSITION**

Under the direction of the Development Services Director, the Public Works Supervisor plans, assigns, coordinates, and oversees all activities of the Public Works Department, including supervising staff and maintenance of streets, traffic, safety, drainage systems, buildings, parks, athletic fields, parkways, medians, trees, irrigation systems, and any other duties assigned. The purpose of this position is assisting the Director in managing the City's Public Works division.

ESSENTIAL JOB FUNCTIONS

Performs planning and operational oversight on asphalt patching, traffic/street painting, citywide signage; storm drain and culvert cleaning and repairing; installation or renewal of sidewalks, curbs, and gutters; buildings, parks and athletic field maintenance; fleet maintenance; parkways and medians maintenance; trees including landscaping; and irrigation systems.

Meet with contractors and other City personnel to coordinate activities, contract oversight, and/or exchange information.

Assist the Director in supervising and managing activities and work processes of Department employees; reviews, plans and assign duties; oversees staff training and development; provide work directives, guidance and development; discipline employees; address complaints and resolves problems as necessary.

Assist the Director in overseeing and scheduling City infrastructure repairs and maintenance.

Utilize the City's software to data enter all work activities; creates and distribute work orders; data enters completed work order.

Investigate complaints, inspect work projects in progress and upon completion; inspect tools and equipment for proper use and care.

Assist the Director in preparing City Council and/or Commission reports; attend and present at meetings as necessary; assist in the preparation of Request for Proposal (RFP) and contracts.

Instruct subordinates in standard safety measures in the proper and safe use of machinery, equipment, and tools.

Perform emergency operations planning including natural disaster preparedness and operations.

Performs related duties as required or assigned.

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of tools, methods, materials, and working practices of an assigned area of public services maintenance and construction activities; ability to maintain accurate records. Knowledge of City policies and regulations regarding zoning, community development, right-of ways and easements, and utility relocations as they relate to construction and maintenance work; knowledge of the Department's standard operating procedures, work methods and safety rules; knowledge of the procedures, methods, materials, equipment and tools used in resurfacing and paving roads, building culverts and drains, building bridges and installing signs; skill in reading and understanding construction and engineering plans as-built drawings and survey notes; skill in proficiently operating a variety of heavy, complex and moderately heavy equipment; skill in explaining procedures and instructions to employees with varying levels of knowledge and experience; skill in oral and written communications; skill in establishing and maintaining effective working relationships with all City employees, City elected officials and the general public.

DESIRABLE EXPERIENCE AND TRAINING

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. A typical way to obtain the knowledge and abilities would be:

Experience: Five years of increasingly responsible experience in work including supervisory experience involving public works, construction, or related field.

Education: Completion of the twelfth grade or equivalent.

Special Job-related Requirements: Possession of a valid California State driver's license.

CITY OF LOS ALAMITOS
Job Description

SENIOR CODE ENFORCEMENT OFFICER

THE POSITION

This position under general direction from the Development Services Director and/or Acting Deputy City Manager, assigns and supervises code enforcement activities; to participate in the work of technical staff engaged in the enforcement of various State and City codes and ordinances; and performs related duties as required.

ESSENTIAL JOB FUNCTIONS

This is the supervisory level in the Code Enforcement Officer series. The incumbent is responsible for the day-to-day supervision of section staff engaged in the enforcement of State and City codes and ordinances related to use, maintenance and safety of land and structures. Methods of performing assigned responsibilities are largely at the discretion of the incumbent within the framework of Department policy, rules and regulations. Particularly sensitive matters are referred to and jointly decided with the Development Services Director. This class is distinguished from the next lower classification of Code Enforcement Officer by its responsibility for assignment and supervision of the activities of the Code Enforcement Division. The position in this class is required to be fully trained in all procedures and policies related to the code enforcement program and perform other duties as assigned by the Director, Acting Deputy City Manager, or City Manager.

Duties may include, but are not limited to the following: Plan, schedule, assign work and evaluate the performance of those engaged in code enforcement, to ensure compliance with codes, regulations and ordinances. Participate in the selection temporary employees. Supervise subordinate staff. Recommend disciplinary actions. Develop and implement ongoing staff training program. Supervise and participate in the continuous improvement of administrative processes. Review, monitor and provide technical expertise, code interpretation assistance, advice on enforcement strategies on more complex incidents, and administrative matters. Assist staff and other departments with the interpretation and application of applicable ordinances. Respond in person or by letter to inquiries regarding complaints and investigations, either verbally or with the use of a personal computer. Explain to superiors the status of, or issues involved in, complaints or investigations. Participate in the investigation, preparation and presentation in cases for legal action. Supervise the scheduling of and preparation for administrative appeal hearings. Consult with staff in other departments to resolve interdepartmental conflicts or concerns. Coordinate enforcement efforts with other City departments and outside agencies. Provide information and serve as liaison to representatives from state, federal and other local agencies. May represent the department in technical organizations and committees. Meet with representatives of the community to explain functions, policies and operations and to mediate/resolve conflicts and/or respond to questions, clarify policies and regulations.

DESIRABLE KNOWLEDGE, SKILLS, AND ABILITIES

Graduation from a four-year college or university and three (4) years of increasingly responsible code enforcement experience including two (2) years of supervisory experience.

Ability to obtain a valid Class C California Driver's License by date of hire is required. Valid required license shall be maintained. Certified Code Enforcement Officer with California Association of Code Enforcement Officers (CACEO) within six (6) months of hire. Successful Completion of a POST 832PC class required within six (6) months of hire

KNOWLEDGE OF

Principles and practices of code enforcement; Investigation techniques and practices; Evidence collection and preservation; Principles of land use planning; Public speaking techniques; Property owner rights, property descriptions, assessor's map systems; Goals and functions of code enforcement; Techniques and methodologies used in making and resolving difficult public contacts with individuals from diverse socio-economic and cultural backgrounds; Research practices and techniques; Technical report writing, written and verbal English grammar, spelling and construction, and photography

GENERAL KNOWLEDGE OF

State health and safety code; International Property Maintenance Code, principles and practices of office administration and supervision; Techniques of training and evaluation; Project and workload planning; Court room procedures; The principles of budget preparation in the public sector; Practices and methodologies of contract administration.

ABILITY TO

Plan, organize and manage staff engaged in the performance of complex, technical work; Develop and implement goals and objectives; Evaluate and determine levels of achievement and performance; Learn, interpret, apply and explain applicable codes, regulations and policies; Identify and analyze administrative problems and implement operational changes; Develop and maintain cooperative working relationships with staff and customers; Determine and implement the appropriate course of action in stressful situations; Manage meetings effectively; Learn and apply City procedures, interviewing, investigative and safety techniques and practices; Accurately research property ownership and status; Work independently; Analyze and evaluate observations and information in relationship to applicable codes and regulations; Communicate effectively both verbally and in writing with individuals from a variety of socioeconomic and cultural backgrounds; Use a personal computer in the composing and editing of written management and technical reports.

CITY OF LOS ALAMITOS

Job Description

CLERICAL ASSISTANT

THE POSITION

This position serves as a Clerical Assistant and performs a variety of clerical and customer service duties that require telephone skills, typing, computer operation, duplicating, and filing in the department.

ESSENTIAL JOB FUNCTIONS

Under the direction of the Department Head, the Clerical Assistant must perform the following essential job functions: general clerical support to the department, typing of a variety of documents, reports, letters, agendas, minutes, contracts, and news releases; assist with social media and webpage maintenance, schedule appointments, respond to resident requests with quality customer service; assist with maintenance of department files; and other duties as assigned by Supervisor. This position requires the ability to effectively solve problems and maintain a high degree of initiative and flexibility.

DESIRABLE KNOWLEDGE, SKILLS AND ABILITIES

Knowledge of modern office practices, correct English usage, grammar, spelling, punctuation and vocabulary. Must have the ability to communicate effectively – both orally and in writing and must be self-motivated, positive, and able to work in a fast-paced, team environment. The ability to perform the following: accurate registration and financial accounting; effectively operate a personal computer; handle telephone and in-person questions from the public; establish and maintain cooperative work relationships; and promote the organizational values of the City.

DESIRABLE EXPERIENCE AND TRAINING

Graduation from high school, including or supplemented by courses in typing and office practices, plus one (1) year of general clerical experience.

Department	June 2020 Projection	Current Full Time Positions	Proposed 21/22 Budget
Administration			
1	CITY MANAGER	CITY MANAGER	CITY MANAGER
2	CITY CLERK	CITY CLERK	CITY CLERK
3	EXECUTIVE ASSISTANT/BENEFITS	EXECUTIVE ASSISTANT/BENEFITS	EXECUTIVE ASSISTANT/BENEFITS
4			ADMIN. SERVICES MANAGER
Total Positions	3	3	4
Finance			
1	FINANCE DIRECTOR	INTERIM FINANCE DIRECTOR	FINANCE DIRECTOR
2	ACCOUNTANT	ACCOUNTANT	ACCOUNTANT
3	FINANCE ASSISTANT	FINANCE ASSISTANT	SR. FINANCE ASSISTANT* (reclass)
Total Positions	3	3	3
Development Services			
1	DEV SERVICES DIRECTOR	ACTING DEV SERVICES DIRECTOR	DEV. SERVICES DIRECTOR/DCM
2	DEPARTMENT SECRETARY	DEPARTMENT SECRETARY	DEPARTMENT SECRETARY
3	MANAGEMENT ANALYST	MANAGEMENT ANALYST	MANAGEMENT ANALYST
4	ASSOCIATE PLANNER	ASSOCIATE PLANNER	ASSOCIATE PLANNER
5	MAINTENANCE WORKER I	MAINTENANCE WORKER I	MAINTENANCE WORKER I
6	MAINTENANCE WORKER	MAINTENANCE WORKER	MAINTENANCE WORKER
7	MAINTENANCE WORKER	MAINTENANCE WORKER	MAINTENANCE WORKER
8	MAINTENANCE FOREMAN	MAINTENANCE FOREMAN	MAINTENANCE FOREMAN
9	SR. MAINTENANCE WORKER	SR. MAINTENANCE WORKER	SR. MAINTENANCE WORKER
10	MAINTENANCE WORKER	MAINTENANCE WORKER	MAINTENANCE WORKER
11	CODE ENFORCEMENT OFFICER	CODE ENFORCEMENT OFFICER	CODE ENFORCEMENT OFFICER* (under-fill)
12	LEAD FOREMAN	LEAD FOREMAN (frozen)	PUBLIC WORKS SUPERVISOR* (reclass)
13			DEVELOPMENT SERVICES MANAGER
14			MAINTENANCE WORKER
Total Positions	12	12 (1 Frozen)	14
Rec & Com Services			
1	RECREATION MANAGER	ACTING REC. SERVICES DIRECTOR	REC. SERVICES DIRECTOR
2	DEPARTMENT SECRETARY	DEPARTMENT SECRETARY	DEPARTMENT SECRETARY
3	RECREATION COORDINATOR	RECREATION COORDINATOR	RECREATION COORDINATOR
4	RECREATION SUPERVISOR	RECREATION SUPERVISOR (vacant)	RECREATION SUPERVISOR
5	RECREATION MANAGER	RECREATION MANAGER (frozen)	RECREATION MANAGER
6			REC. COORDINATOR / GRAPHICS
Total Positions	5	5 (1 Frozen)	6
Police Department			
1	POLICE CHIEF	POLICE CHIEF	POLICE CHIEF
2	POLICE CAPTAIN	POLICE CAPTAIN	POLICE CAPTAIN
3	POLICE CAPTAIN	POLICE CAPTAIN	POLICE CAPTAIN
4	DEPARTMENT SECRETARY	DEPARTMENT SECRETARY	DEPARTMENT SECRETARY
5	RECORDS SPECIALIST	RECORDS SPECIALIST	RECORDS SPECIALIST
6	RECORDS SPECIALIST	RECORDS SPECIALIST	RECORDS SPECIALIST
7	COMMUNITY LIAISON OFFICER	COMMUNITY LIAISON OFFICER	COMMUNITY LIAISON OFFICER
8	POLICE SERGEANT	POLICE SERGEANT	POLICE SERGEANT
9	POLICE OFFICER	POLICE OFFICER	POLICE OFFICER
10	POLICE OFFICER	POLICE OFFICER	POLICE OFFICER
11	POLICE SERGEANT	POLICE SERGEANT	POLICE SERGEANT
12	POLICE SERGEANT	POLICE SERGEANT	POLICE SERGEANT
13	POLICE CORPORAL	POLICE CORPORAL	POLICE CORPORAL
14	POLICE OFFICER	POLICE OFFICER	POLICE OFFICER
15	POLICE OFFICER	POLICE OFFICER	POLICE OFFICER
16	POLICE OFFICER	POLICE OFFICER	POLICE OFFICER
17	POLICE OFFICER	POLICE OFFICER	POLICE OFFICER
18	POLICE OFFICER	POLICE OFFICER	POLICE OFFICER
19	POLICE OFFICER	POLICE OFFICER	POLICE OFFICER
20	POLICE SERGEANT	POLICE SERGEANT	POLICE SERGEANT
21	POLICE OFFICER	POLICE OFFICER	POLICE OFFICER
22	POLICE SERGEANT	POLICE SERGEANT	POLICE SERGEANT
23	POLICE OFFICER	POLICE OFFICER	POLICE OFFICER
24	POLICE OFFICER	POLICE OFFICER (vacant)	POLICE OFFICER
25	POLICE OFFICER	POLICE OFFICER (vacant)	POLICE OFFICER
26	POLICE CORPORAL	POLICE CORPORAL (frozen)	POLICE OFFICER
27	POLICE CORPORAL	POLICE CORPORAL (frozen)	POLICE OFFICER
28	POLICE CORPORAL	POLICE CORPORAL (frozen)	POLICE OFFICER
29			SUPPORT SERVICES MANAGER
Total Positions	28 (24 Sworn/4 Non-Sworn)	28 (21 Sworn/4 Non-Sworn/3 Frozen)	29 (24 Sworn/5 Non-Sworn)
Full Time Grand Total	51	51 (5 Frozen)	56

Department	Current Part Time Positions	Proposed Part Time Positions 21/22 Budget
Administration		
	1 RECEPTIONIST	RECEPTIONIST
	2 RECEPTIONIST (VACANT)	RECEPTIONIST
	3 CLERICAL ASSISTANT / CITY CLERK (frozen)	
Total Positions	3 (1 Frozen)	2
Finance		
	1 SPECIAL PROJECT COODINATOR (frozen)	SPECIAL PROJECT COODINATOR
Total Positions	1 (1 Frozen)	1
Development Services		
	1 MAINTENANCE WORKER	MAINTENANCE WORKER
	2 MAINTENANCE WORKER	MAINTENANCE WORKER
	3 CODE ENFORCEMENT OFFICER	CODE ENFORCEMENT OFFICER
	4 CODE ENFORCEMENT OFFICER	SR CODE ENFORCEMENT OFFICER (RECLASS)
		CODE ENFORCEMENT OFFICER
		CLERICAL ASSISTANT
		SPECIAL PROJECT COORDINATOR
Total Positions	4	7
Rec & Com Services		
	1 COMMUNITY SERVICES COORDINATOR	COMMUNITY SERVICES COORDINATOR
	2 RECREATION SPECIALIST	RECREATION SPECIALIST
	3 COMMUNITY SERVICES COORDINATOR	COMMUNITY SERVICES COORDINATOR
	4 RECREATION SPECIALIST	RECREATION SPECIALIST
	5 SPECIAL PROJECTS COORDINATOR	SPECIAL PROJECT COORDINATOR
Total Positions	5	5
Police Department		
	1 POLICE AIDE	POLICE AIDE
	2 POLICE AIDE	POLICE AIDE
	3 POLICE AIDE (VACANT)	POLICE AIDE
	4 POLICE AIDE	POLICE AIDE
	5 RESERVE POLICE OFFICER	RESERVE POLICE OFFICER
	6 PHOTO ENFORCEMENT OFFICER	PHOTO ENFORCEMENT OFFICER
	7 EMERGENCY SERVICES COORDINATOR	EMERGENCY SERVICES COORDINATOR
Total Positions	7	7
Part-Time Grand Total	20 (2 Frozen)	22

City of Los Alamitos

Projected Year One Residential Street Improvements



District 1:
-Florista St: \$130,190
-Cherry St: \$123,490

TOTAL: \$253,680

District 3:

Suburbia Neighborhood Project

-Rochelle St
-Linda Way
-Barbi Ln
-Maple St
-Kelly Ln

-(Part of 2021 Street Work - Suburbia Project, Funding per SB-1, Gas Tax) - \$459,930

Howard Ave CDBG Project

-(Howard Ave from Reagan St to Maple St - 2021 CDBG, Gas Tax Project) - \$121,000

TOTAL: \$580,930

MAP LAYERS

- ☐ Green
- ☐ Census Block
- ☐ Landmark Area
- ☐ Water Area
- ☐ River
- ☐ Streets
- ☐ Landmark Point

al Demographics
Corporation, June 10, 2018

©2015 CALIPER

District 2:

-Toland Ave: \$121,275
-Toland Cir: \$41,922
-Kaylor Ave: \$48,248
-Holden Circle: \$43,132

Total: \$254,577

SB-1:

-Del Norte Wy: \$51,802
-El Dorado Wy: \$36,015
-San Joaquin Wy: \$21,107
-Fenley Dr: \$132,357

Total: \$241,281

TOTAL: \$495,858

District 4:

-Antiem Ave: \$112,448
-Kearsarge Ave: \$99,168
-Siboney St: \$28,800
-Katella Ave Frontage: \$13,470

TOTAL: \$253,886

TOTALS:

District 1: \$253,680
District 2: \$495,858
District 3: \$580,930
District 4: \$253,886
District 5: \$245,191

Total: \$1,829,545

DISTRICTS

1 2 3 4 5

District	Street	From	To	Strategy	Cost	Length	Area
1	Cherry Street	Katella Avenue	Catalina Street	Thin Overlay	\$ 123,490	1,165	61,745
1	Florista Street	Los Alamitos Blvd	Pine Street	Thin Overlay	\$ 30,600	340	15,300
1	Florista Street	Pine Street	Reagan Street	Thick Overlay	\$ 54,540	360	18,180
1	Florista Street	Reagan Street	Cherry Street	Thin Overlay	\$ 45,050	425	22,525
TOTAL					\$ 253,680	2,290	117,750
2	Fenley Drive	West End	Kaylor Avenue	Thick Overlay	\$ 132,357	1,248	44,119
2	Holden Circle	Fenley Drive	North End	Thin Overlay	\$ 43,132	513	21,566
2	Kaylor Avenue	Fenley Drive	Toland Avenue	Thin Overlay	\$ 37,666	509	18,833
2	Kaylor Avenue	Toland Avneue	Ball Road	Thin Overlay	\$ 10,582	143	5,291
2	Toland Circle	Kaylor Avenue	East End	Thin Overlay	\$ 41,922	425	20,961
2	Toland Avenue	Fenley Drive	Kaylor Avenue	Thick Overlay	\$ 121,275	1,225	40,425
TOTAL					\$ 386,934	4,063	151,195
2	Del Norte Way	San Joaquin Way	North End	Thin Overlay	\$ 51,802	477	19,924
2	Eldorado Way	San Joaquin Way	North End	Thin Overlay	\$ 36,015	293	13,852
2	San Joaquin Way	Eldorado Way	Del Norte Way	Thin Overlay	\$ 21,107	246	8,118
TOTAL					\$ 108,924	1,016	41,894
3	2021 SB-1 Project (Suburbia Neighborhood: Rochelle St, Linda Wy, Barbi Ln, Maple St, Kelly Ln)				\$ 459,930		
3	2021 CDBG Project (Howard Ave from Raegan St to Maple St)				\$ 121,000		
TOTAL					\$ 580,930		
4	Antietam Avenue	Bennington Street	Mindora Street	Thick Overlay	\$ 112,448	1,004	32,128
4	Kearsarge Ave	Bennington Street	Mindora Street	Thick Overlay	\$ 99,168	1,033	33,056
4	Siboney Street	Antietam Avenue	Katella Avenue	Thin Overlay	\$ 28,800	400	14,400
4	Katella Frontage	Ticonderoga Drive	East End	Slurry Seal	\$ 13,470	898	26,940
TOTAL					\$ 253,886	3,335	106,524
5	Paseo Bonita	Bradbury Road	Rossmoor Way	Slurry Seal	\$ 27,952	1,747	55,940
5	Lampson Frontage	Lunar Drive	Satellite Drive	Thick Overlay	\$ 70,905	815	23,635
5	Lunar Drive	Lampson Frontage	Olympic Drive	Thick Overlay	\$ 49,416	568	16,472
5	Olympic Drive	Lunar Drive	Satellite Drive	Thick Overlay	\$ 66,120	760	22,040
5	Satellite Drive	Lampson Frontage	Olympic Drive	Thin Overlay	\$ 30,798	531	15,399
TOTAL					\$ 245,191	4,421	133,486
				GRAND TOTAL	\$ 1,829,545	15,125	550,849

Less already included	\$ (580,930)
Add'l CIP	\$ 1,248,615
Est surpl's 21-22	\$ 2,218,140
End est surpl's 21-22	\$ 969,525

City of Los Alamitos

CITY COUNCIL AGENDA REPORT

MEETING DATE: June 21, 2021

ITEM NUMBER: 11B

To: Mayor Mark A. Chirco & Members of the City Council

Presented By: Ron Noda, Acting Deputy City Manager

Subject: Ordinance 2021-02 – Amending Title 17 (Zoning) of the Los Alamitos Municipal Code

SUMMARY

Since approval of the November 2019 zoning code (Title 17) update, staff has been working to identify sections of the Zoning Code that can be improved. The Zoning Code (Title 17) clarifications were considered by the Planning Commission, on March 24, 2021, and have been recommended to City Council for approval.

RECOMMENDATIONS

1. Introduce for first reading, read by title only, and waive further reading of Ordinance No. 2021-02; and,
2. City Attorney Daudt read the title of Ordinance No. 2021-02, entitled, “AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING TITLE 17 (ZONING) OF THE LOS ALAMITOS MUNICIPAL CODE TO CORRECT CLERICAL ERRORS AND OMISSIONS AND TO MAINTAIN INTERNAL CONSISTENCY (ZOA 21-01) (CITY INITIATED).”
3. Consideration of an exemption from the California Environmental Quality Act (CEQA) pursuant to the California Code of Regulations, Title 14, Chapter 3, Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) because it has no potential for resulting in a physical change to the environment, directly or indirectly.

BACKGROUND

Title 17 of the Los Alamitos Municipal Code, known as the Zoning Code, was updated by the City Council in November 2019. As with any large living document, the Zoning Code requires continuous review in order to ensure it continues to best serving the

needs of the community. Since its initial approval, Staff has identify additional code changes and clarifications aimed at clearing up ambiguities and streamlining internal processes. These items, and a draft ordinance to make the recommended changes, are presented tonight for City Council consideration. This item was presented to the Planning Commission on March 24, 2021 and has been recommended to City Council for approval.

DISCUSSION

A summary of the recommended revisions is set forth below. These are changes that have been identified by Staff, and have been subsequently recommended for City Council approval by the Planning Commission. Staff has attached a draft City Council Ordinance that incorporates these changes for review.

Recommended Zoning Code Changes		
Error or Omission	Los Alamitos Municipal Code Section	Section in Ordinance
Section 17.28.070 under the “Additional Requirements” applicable to Minimum Setbacks needs a correct reference to Section 17.08.030	17.08.030. Table 2-03	3
The 15 foot side entrance is confusing	17.08.070.A.3 & Figure 2-03 Side Yard Setback in R-2 and R-3 Zones	4, 5
Office Specific Use Regulation - Offices in P-L-I should require CUP, unless an industrial support office, and needs definition	17.10.020, Table 2-04	6, 20
Clarify CUP requirements for Bars, Lounges, Nightclubs, and Tasting Rooms	17.10.020, table 2-04	7,
Traffic School added as a use permitted in the C-O, C-G, and P-L-I zones	17.10.020, table 2-04	8
Adult Businesses are not mentioned in the Land Use Table	17.10.020, Table 2-04	9
Clarify CUP requirements for alcoholic beverage sales, for on-site or off-site consumption, in conjunction with an allowed use	17.10.020, Table 2-04	11
Health/Fitness Facilities Table is confusing	17.10.020, Table 2-04	10
Impound Yard added as a use allowed with CUP in the P-L-I zone	17.10.020, Table 2-04	12
Traffic School added as a use allowed with CUP in the TCMU zone.	17.12.030, Table 2-06	13
Social Service Facilities clarified as a use allowed with CUP in the TCMU zone.	17.12.030, Table 2-06	14
Projections code section is unclear	17.16.080.A.2 Balconies, Porches, Stairways, and Decks	15
Code needs to say that an air conditioning condenser on the roof needs architectural	17.16.100	16

screening		
There are two sections on Swimming Pools; delete redundant section.	17.16.140	17
Replace the term “Alcohol Sales, Off-Sale” with “Alcohol Sales, Off-Site”	17.22.030, Table 3-05	18
Window Signage Calculation needs to be Aggregate of all windows in unit	17.26.040.A.3	19
Reinsert address sign size description	17.26.060	20
Garage sales need to say up to 3 times a year without permit	17.46.040.C	21
Reinsert Calls for Review	17.60	22
Bedroom Definition Needed	17.74.020	23
Clarify definition of Office to account for Industrial Support Offices.	17.74.150	24, 25
Psychologist vs. Psychiatrist are confusing in code. Needs definition for purposes of parking requirement differentiation	17.74.150	26
Restaurant with Alcohol vs. onsite alcohol sales – these tables contradict each other	17.10.020, table 2-04	

NOTICING

On June 9, 2021, Notice of Public Hearing was posted at City Hall. It was also published in the News Enterprise on June 9, 2021 as a 1/8th of a page notice.

FISCAL IMPACT

None.

Submitted by: Ron Noda, Acting Deputy City Manager
Approved by: Chet Simmons, City Manager

Attachment: 1. Draft Ordinance No. 2021-01

ORDINANCE NO. 2021-01

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY
OF LOS ALAMITOS, CALIFORNIA, AMENDING TITLE 17
(ZONING) OF THE LOS ALAMITOS MUNICIPAL CODE
TO CORRECT CLERICAL ERRORS AND OMISSIONS
AND TO MAINTAIN INTERNAL CONSISTENCY (ZOA 21-
01) (CITY INITIATED)**

WHEREAS, on November 18, 2019, the Los Alamitos City Council adopted Ordinance No. 2019-03 implementing a comprehensive update to Title 17 (Zoning) of the Los Alamitos Zoning Code ("2019 Update"); and,

WHEREAS, following the 2019 Update staff identified provisions from prior versions of the Zoning Code that were inadvertently omitted from the 2019 Update, which are deemed necessary for uniform application and efficient administration of the City's zoning regulations; and,

WHEREAS, following the 2019 Update staff identified certain typographical and clerical errors requiring correction to ensure internal consistency within the Zoning Code; and,

WHEREAS, the Planning Commission opened a duly noticed Public Hearing concerning this proposed code amendment on March 24, 2021, and recommended City Council approval of this Ordinance; and,

WHEREAS, the City Council opened a duly noticed Public Hearing concerning the proposed code amendment on June 21, 2021 and,

WHEREAS, the City Council considered all applicable staff reports and all public testimony and evidence presented at the Public Hearing.

THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, DOES ORDAIN AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct, and are incorporated herein by reference.

SECTION 2. Pursuant to Section 17.58.060 of the Los Alamitos Municipal Code, the following findings are made in support of this code amendment:

- a) *This Ordinance ensures and maintains internal consistency with the actions, goals, objectives, and policies of the General Plan, and would not create any inconsistencies with the Zoning Code.*

ZOA 21-01 does not conflict with any of the actions, goals, objectives, or policies of the General Plan and will not create any inconsistencies with the Zoning Code. This Ordinance corrects omissions, clerical errors, and adds provisions to clarify application of the City's zoning regulations, consistent

with the General Plan, to ensure uniform application and efficient administration of the Zoning Code.

- b) *This Ordinance will not be detrimental to the public convenience, health, interest, safety, or welfare of the City.*

ZOA 21-01 will enhance the public convenience, health, interest, safety, and welfare of the City by creating an internally consistent Zoning Code, which will aid staff in its uniform application and efficient administration of the Zoning Code.

- c) *This Ordinance has been reviewed in compliance with the provisions of the California Environmental Quality Act (CEQA) and the City's environmental review procedures.*

ZOA 21-01 corrects clerical errors and omissions and makes other textual revisions to the Zoning Code that will not result in any physical change to the environment and is therefore exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b) (3) – the project is covered by the general rule that the California Environmental Quality Act (CEQA) applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

- d) *The proposed amendment is internally consistent with other applicable provisions of this Zoning Code.*

ZOA 21-01 is intended to ensure internal consistency within the Zoning Code.

SECTION 3. Table 2-03 of Section 17.08.030 (Development Standards in Residential Zones) of Chapter 17.08 (Residential Zones) of Division 2 (Zones, Allowable Uses, and Development Regulations) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended to replace an incorrect reference to Section 17.28.070 under the “Additional Requirements” applicable to Minimum Setbacks with a correct reference to Section 17.08.030 as shown below (deleted text in ~~strike through~~; new text in underline):

Development Feature	R-1	R-2	R-3	M-H	Additional Requirements
Minimum Setbacks					See Section 17.28.070 <u>17.08.030</u> regarding setback exceptions

SECTION 4. Subsection 3 of Section 17.08.070(A) (Exceptions to Development Standards in Residential Zones) of Chapter 17.08 (Residential Zones) of Division 2 (Zones, Allowable Uses, and Development Regulations) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended and to read as follows (deleted text in ~~strike through~~; new text in underline):

3. **Side Yard Setback in R-2 and R-3 Zones.** Where a dwelling or dwellings have an entry from an interior side yard facing a common property line, the entry must open onto an minimum 15 foot by 15 foot outdoor court. ~~The minimum length of the outer court wall which parallels the side lot line shall be 15 feet and that minimum wall length shall be located directly across from the entry to provide screening. The wall shall have a minimum height of four feet and a maximum height of six feet. The dwelling entry shall be set back a minimum of 15 feet from such side lot line.~~

SECTION 5. Figure 2-03 (Side Yard Setback for Setback for R-2 and R-3 Zones with Interior Side Entry) of Section 17.08.070 (Exceptions to Development Standards in Residential Zones) of Chapter 17.08 (Residential Zones) of Division 2 (Zones, Allowable Uses, and Development Regulations) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby deleted.

SECTION 6. Table 2-04 of Section 17.10.020 (Allowed Uses and Permit Requirements for Commercial and Industrial Zones) of Chapter 17.10 (Commercial and Industrial Zones) of Division 2 (Zones, Allowable Uses, and Development Regulations) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended by adding the "Industrial Support Office" use as shown below (new text in underline):

P: Permitted Use A: Permitted as an Accessory Use AUP: Administrative Use Permit		CUP: Conditional Use Permit —: Use not allowed TUP: Temporary Use Permit		
	Permit Required by Zone			Specific Use Regulations
Use	C-O	C-G	P-L-I	
BUSINESS, FINANCIAL, AND PROFESSIONAL OFFICE				
Office, Business and Professional (not including Medical and Dental Office, <u>or Industrial Support Office</u>)	P	P	CUP	1) In the C-G zone in multi-story structures, offices may occupy up to 100 percent of the gross floor area in the second and higher stories, and up to 15 percent of the ground floor upon verification of the square footage by the Director. In no case shall any single office space on the ground floor exceed 3,000 square feet total. 2) In the C-G zone, in single-story structures located in shopping centers, up to 15 percent of the gross floor area of the center is allowed for office uses upon verification of the square footage by the Director. In no case shall any single office space exceed 3,000 square feet total.
<u>Office, Industrial Support Office</u>	<u>P</u>	<u>P</u>	<u>P</u>	

SECTION 7. Table 2-04 of Section 17.10.020 (Allowed Uses and Permit Requirements for Commercial and Industrial Zones) of Chapter 17.10 (Commercial and Industrial Zones) of Division 2 (Zones, Allowable Uses, and Development Regulations) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended to clarify the

CUP requirements for “Bars, Lounges, Nightclubs, and Tasting Rooms” and “Alcoholic beverage sales, for on-site or off-site consumption, in conjunction with an allowed use” as shown below (deleted text in ~~strike through~~; new text in underline):

P: Permitted Use A: Permitted as an Accessory Use AUP: Administrative Use Permit		CUP: Conditional Use Permit —: Use not allowed TUP: Temporary Use Permit		
	Permit Required by Zone			Specific Use Regulations
Use	C-O	C-G	P-L-I	

EATING AND DRINKING ESTABLISHMENTS				
Bars, Lounges, Nightclubs, and Tasting Rooms	CUP	<u>CUP P</u>	CUP	

SECTION 8. Table 2-04 of Section 17.10.020 (Allowed Uses and Permit Requirements for Commercial and Industrial Zones) of Chapter 17.10 (Commercial and Industrial Zones) of Division 2 (Zones, Allowable Uses, and Development Regulations) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended by adding the “Traffic School” use as shown below (new text in underline):

P: Permitted Use A: Permitted as an Accessory Use AUP: Administrative Use Permit		CUP: Conditional Use Permit —: Use not allowed TUP: Temporary Use Permit		
	Permit Required by Zone			Specific Use Regulations
Use	C-O	C-G	P-L-I	

PUBLIC AND ASSEMBLY USES				
<u>Traffic School</u>	<u>P</u>	<u>P</u>	<u>P</u>	

SECTION 9. Table 2-04 of Section 17.10.020 (Allowed Uses and Permit Requirements for Commercial and Industrial Zones) of Chapter 17.10 (Commercial and Industrial Zones) of Division 2 (Zones, Allowable Uses, and Development Regulations) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended by adding the “Adult Businesses” use as shown below (new text in underline):

P: Permitted Use A: Permitted as an Accessory Use AUP: Administrative Use Permit		CUP: Conditional Use Permit —: Use not allowed TUP: Temporary Use Permit		
	Permit Required by Zone			Specific Use Regulations
Use	C-O	C-G	P-L-I	

RECREATION AND ENTERTAINMENT				
<u>Adult Businesses</u>	—	—	<u>P</u>	<u>See Section 17.28.040 (Adult Businesses)</u>
Arcade (Electronic Game Center)	CUP	CUP	—	See Section 17.28.070 (Arcades)
Commercial Recreation – Indoors	CUP	CUP	CUP	
Commercial Recreation - Outdoors	—	CUP	—	

Entertainment, Indoor ¹	CUP ²	CUP ²	—	1) Excludes uses that are regulated under Section 17.28.40 (Adult Businesses). 2) Auditoriums, meeting halls, and theaters allowed in C-G only.
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SECTION 10. Table 2-04 of Section 17.10.020 (Allowed Uses and Permit Requirements for Commercial and Industrial Zones) of Chapter 17.10 (Commercial and Industrial Zones) of Division 2 (Zones, Allowable Uses, and Development Regulations) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended by deleting the CUP and AUP designations from the “Health and Fitness” row as shown below (deleted text in ~~strike~~through):

P: Permitted Use A: Permitted as an Accessory Use AUP: Administrative Use Permit		CUP: Conditional Use Permit —: Use not allowed TUP: Temporary Use Permit		
	Permit Required by Zone			Specific Use Regulations
Use	C-O	C-G	P-L-I	

RECREATION AND ENTERTAINMENT				
Health/Fitness Facilities	CUP	AUP	CUP	
Health/Fitness Facilities – Small	P	P	P	
Health/Fitness Facilities - Large	CUP	CUP	CUP	

SECTION 11. Table 2-04 of Section 17.10.020 (Allowed Uses and Permit Requirements for Commercial and Industrial Zones) of Chapter 17.10 (Commercial and Industrial Zones) of Division 2 (Zones, Allowable Uses, and Development Regulations) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended to clarify the CUP requirements for “Alcoholic beverage sales, for on-site or off-site consumption, in conjunction with an allowed use” as shown below (deleted text in ~~strike~~through; new text in underline):

P: Permitted Use A: Permitted as an Accessory Use AUP: Administrative Use Permit		CUP: Conditional Use Permit —: Use not allowed TUP: Temporary Use Permit		
	Permit Required by Zone			Specific Use Regulations
Use	C-O	C-G	P-L-I	

RETAIL USES				
Alcohol Beverage Sales				
Alcohol Sales, for Off-Site Consumption	—	CUP	—	See Section 17.28.060 (Alcoholic Beverage Retail Sales)
Alcoholic beverage sales, for on-site or off-site consumption, in conjunction with an allowed use	CUP	<u>CUP</u> P	— <u>CUP</u>	<u>In grocery stores of 8,000 square feet or more in size, a CUP is not required if the total alcoholic beverage sales area is less than 20% of the total sales area, as determined by the Director</u>

				If alcoholic beverage sales area exceeds 20% or more of total sales area, as determined by the Director, a CUP shall be required See Section 17.28.060 (Alcoholic Beverage Retail Sales)
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SECTION 12. Table 2-04 of Section 17.10.020 (Allowed Uses and Permit Requirements for Commercial and Industrial Zones) of Chapter 17.10 (Commercial and Industrial Zones) of Division 2 (Zones, Allowable Uses, and Development Regulations) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended to add the “Impound Yard – no dismantling or wrecking” use as shown below (new text in underline):

P: Permitted Use A: Permitted as an Accessory Use AUP: Administrative Use Permit		CUP: Conditional Use Permit —: Use not allowed TUP: Temporary Use Permit		
	Permit Required by Zone			Specific Use Regulations
Use	C-O	C-G	P-L-I	

SERVICE USES				
Vehicle Repair and Services				
<u>Impound Yard – no dismantling or wrecking</u>	—	—	CUP	<u>Storage and activities shall be conducted within an enclosed structure or an area enclosed by solid, decorative masonry walls with solid gates not less than six feet in height. Walls and gates shall be maintained in a sound and aesthetically pleasing fashion. Vehicles shall be screened from public view and shall not be stacked higher than the block wall. Vehicles may not be stored outside the enclosed yard area. Storage areas shall be paved and landscaped in compliance with applicable standards</u>

SECTION 13. Table 2-06 of Section 17.12.030 (Commercial Uses Required along Street Frontages) of Chapter 17.12 (Town Center Mixed Use) of Division 2 (Zones, Allowable Uses, and Development Regulations) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended by adding the “Traffic School” use as shown below (new text in underline):

P: Permitted Use	CUP: Conditional Use Permit
A: Permitted as an Accessory Use	—: Use not allowed
AUP: Administrative Use Permit	TUP: Temporary Use Permit
	UF: Permitted Only on Upper Floor(s)

Land Use	TCMU	Special Use Regulations
EDUCATION		
<u>Traffic School</u>	<u>CUP</u>	

SECTION 14. Table 2-06 of Section 17.12.030 (Commercial Uses Required along Street Frontages) of Chapter 17.12 (Town Center Mixed Use) of Division 2 (Zones, Allowable Uses, and Development Regulations) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended to clarify the CUP requirements for “Social Service Facilities” as shown below (deleted text in ~~strike through~~; new text in underline):

P: Permitted Use	CUP: Conditional Use Permit
A: Permitted as an Accessory Use	—: Use not allowed
AUP: Administrative Use Permit	TUP: Temporary Use Permit
	UF: Permitted Only on Upper Floor(s)

Land Use	TCMU	Special Use Regulations
SERVICE USES		
Social Service Facilities	<u>— CUP</u>	

SECTION 15. Subsection 2 of Section 17.16.080(A) (Projections into Required Setbacks) of Chapter 17.16 (General Development Standards) of Division 3 (Site Planning and General Development Standards) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended to read as follows (deleted text in ~~strike through~~; new text in underline):

2. **Balconies, Porches, Stairways, and Decks.** Open, uncovered, raised porches, landing places, or outside stairways may project not closer than three feet to a side parcel line in any zoning district, and no more than six feet into a required front or rear setback in any residential zoning district. ~~Uncovered balconies, uncovered porches, outside stairways, and decks may extend not more than six feet into the required setback distance.~~

SECTION 16. Section 17.16.100 (Screening and Buffering), Paragraph B (Mechanical Equipment, Loading Docks, and Refuse Areas) of Chapter 17.16 (General Development Standards) of Division 3 (Site Planning and General Development Standards) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended to add Subsection 4 to read as follows (new text in underline):

4. Roof-mounted mechanical equipment (e.g., air conditioning condenser) on the roof shall be screened by architecturally compatible screening that is designed to the satisfaction of the Director.

SECTION 17. Section 17.16.140 (Swimming Pools and Spas) of Chapter 17.16 (General Development Standards) of Division 3 (Site Planning and General Development Standards) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby deleted and

removed without replacement.

SECTION 18. Table 3-05 of Section 17.22.030 (Required Parking Spaces) of Chapter 17.22 (Parking and Loading) of Division 3 (Site Planning and General Development Standards) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended by replacing the term “Alcohol Sales, Off-Sale” with “Alcohol Sales, Off-Site” as shown below (deleted text in ~~strike through~~; new text in underline):

Use Classification	Required Parking Spaces
RETAIL USES	
Alcohol Sales, Off-Sale <u>Off-Site</u>	1 space/250 sf

SECTION 19. Subsection 3 of Section 17.26.040(A) (Exempt Signs) of Chapter 17.26 (Signs) of Division 3 (Site Planning and General Development Standards) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended to read as follows (deleted text in ~~strike through~~):

3. Window signs not exceeding 25 percent of the aggregate window area ~~on which they are affixed or viewed from.~~

SECTION 20. Section 17.26.060 (General Requirements for All Signs) of Chapter 17.26 (Signs) of Division 3 (Site Planning and General Development Standards) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended to add Subsection H to read as follows (new text in underline):

H. **Address Numbers.** Street addresses shall be on buildings and incorporated into new freestanding signs or shall be placed on the structure in a position that the address is visible and legible from the street or road fronting the property. The numbers should be no less than six inches in height with a one-inch stroke, and shall be internally or externally illuminated.

SECTION 21. Subsection C of Section 17.46.040 (Allowed Temporary Uses) of Chapter 17.46 (Temporary Use Permits) of Division 5 (Land Use and Permit Procedures) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby removed and relocated to Section 17.46.030 (Exempt Temporary Uses) as new Section 17.46.030(C) to read as follows:

C. **Estate Sales.** Estate, garage, or yard sale events on a single residential property or group of residential properties shall be limited to no more than three events within a 12-month period and for no more than three consecutive days for each event.

SECTION 22. Chapter 17.60 (Appeals) of Division 6 (Zoning Code Administration, Hearing Procedures, and Legislative Actions) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended and restated to read as follows:

Chapter 17. 60 APPEALS AND CALLS FOR REVIEW

Chapter 17.60 APPEALS

17.60.010 Standing to Appeal

Any person may appeal a decision of the Development Services Director or the Planning Commission, except that administrative decisions requiring no discretionary judgment may not be appealed.

17.60.020 Time to File Appeal

An appeal must be filed in writing within ten (10) calendar days of the rendering of a decision which is being appealed.

17.60.030 Content of Appeal Filing

An appeal must be submitted in writing and shall:

- A. Include a statement specifically identifying the portion(s) of the decision with which the appellant disagrees and the basis in each case for the disagreement; and
- B. Be accompanied by the applicable fees as may be established by City Council resolution and such other documents and information as the Development Services Director deems necessary to adequately explain and to provide proper notification of the appeal.

17.60.040 Course of Appeals

- A. Decisions of the Development Services Director shall be appealed to the Planning Commission. Such appeals shall be filed with the Development Services Director.
- B. Decisions of the Planning Commission shall be appealed to the City Council. Such appeals shall be filed with the City Clerk.
- C. The Development Services Director or City Clerk, as applicable, shall have the authority to combine multiple appeal filings for a single public hearing.

17.60.050 Hearings and Notice

- A. Within thirty (30) days after the receipt of a notice of appeal and fee, or after a member of the City Council calls a decision up for review in accordance with Section 17.60.060, the appeal shall be transmitted to either:
 - 1. **Appeals to the Planning Commission.** The Development Services Director, who shall place the item on the Planning Commission agenda; or

2. **Appeals to the City Council.** The City Clerk, who shall place the item on the City Council agenda.

B. Action on an appeal shall be “de novo” review and shall be considered at the same type of hearing and after the same notice and scheduling requirements applicable to the original decision.

C. In the event new or different evidence is presented on appeal, the City Council may, but shall not be required to return the matter to the Planning Commission for further consideration.

17.60.060 Calls for Review

A. As an additional safeguard to avoid results inconsistent with the purposes of this Title, any order, requirement, decision, determination, interpretation or ruling of the Planning Commission may be called up for City Council review upon the written request of any one City Council member.

B. Form and Content. A call for City Council review may be initiated by any one member of the City Council and shall be filed in writing with the City Clerk within ten (10) calendar days of the Planning Commission action called up for review. The Call for review shall not state that the Planning Commission has committed error or otherwise suggest that the City Council member seeking review has predetermined the matter to be heard by the City Council.

C. Filing Fees. Calls for City Council review shall be exempt from any appeal fees as may be established by City Council.

D. Effect on Decisions. Planning Commission actions that are called up for review shall not become effective until the review is resolved.

SECTION 23. Section 17.74.020 (B Definitions) of Chapter 17.74 (Definitions) of Division 7 (Definitions) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended by adding a definition of “bedroom” to read as follows (new text in underline):

Bedroom. Any separate room normally used for sleeping purposes, that contains at least 70 square feet of floor area and that is not accessed directly from a garage, whether designated as a bedroom or as a den, study, library, bonus room, media room, or other similar term, specifically excluding dining room, living room, kitchen, hall, and bathroom.

SECTION 24. Section 17.74.150 (O Definitions) of Chapter 17.74 (Definitions) of Division 7 (Definitions) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended by revising the definition of “Office – Business and Professional (Non-Medical and Dental Office)” to read as follows (deleted text in ~~strike through~~; new text in underline):

Offices.

Business and Professional (Non-Medical and Dental Office, and

Non-Industrial Support Office).

Offices of firms or organizations providing professional, executive, management, or administrative services, such as accounting, ~~architectural, computer software design, engineering, graphic design, interior design,~~ legal offices, financial, insurance, and tax preparation offices, but excluding banks and savings and loan associations (see “Financial Institutions and Related Services” and “Check Cashing and/or Payday Loans”).

SECTION 25. Section 17.74.150 (O Definitions) of Chapter 17.74 (Definitions) of Division 7 (Definitions) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended by adding a definition of “Office – Industrial Support” to read as follows (new text in underline):

Offices.

Industrial Support. Office use providing goods or services for building trades or industrial businesses, such as architects, engineers, designers, building contractor management, industrial advisory, maintenance or repair scheduling, import/export offices, insurance or banking to solely industrial business, parts, materials, supplies, or aftermarket product movement.

SECTION 26. Section 17.74.150 (O Definitions) of Chapter 17.74 (Definitions) of Division 7 (Definitions) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended by revising the definition of “Office – Medical and Dental Office)” to read as follows (deleted text in ~~strikethrough~~; new text in underline):

Offices.

Medical and Dental Office. Office use providing consultation, diagnosis, therapeutic, preventive, or corrective ~~ser~~ treatment services by doctors, dentists, chiropractors, acupuncturists, optometrists, and similar medical professionals, medical and dental laboratories within medical office buildings but excluding clinics or independent research laboratory facilities and hospitals (see “Hospitals and Clinics”), and similar practitioners of medical and healing arts for humans licensed for such practice by the State of California. Counseling services conducted by any person other than a medical doctor or psychiatrist (e.g., Licensed Marriage and Family Therapist, Licensed Professional Clinical Counselor etc.) are included under “Business and Professional Offices” designation. Incidental medical and/or dental research within the office is considered part of the office use, where it supports the on-site patient services.

SECTION 27. Section 17.74.220 (B Definitions) of Chapter 17.74 (Definitions) of Division 7 (Definitions) of Title 17 (Zoning) of the Los Alamitos Municipal Code is hereby amended by adding a definition of “traffic school” to read as follows (new text in underline):

Traffic School. An educational facility providing instructional classes on driving and traffic safety.

SECTION 28. If any section, subsection, subdivision, sentence, clause, phrase, or portion of this Ordinance for any reason is held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance. The City Council hereby declares that it would have adopted this Ordinance, and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any one or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

SECTION 29. The City Clerk shall certify as to the adoption of this Ordinance and shall cause a summary thereof to be published within fifteen (15) days of the adoption and shall post a Certified copy of this Ordinance, including the vote for and against the same, in the Office of the City Clerk, in accordance with Government Code Section 36933.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 2021.

Mark A. Chirco, Mayor

ATTEST:

Windmera Quintanar, CMC, City Clerk

APPROVED AS TO FORM:

Michael S. Daudt, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF LOS ALAMITOS)

I, Windmera Quintanar, CMC, City Clerk of the City of Los Alamitos, do hereby

certify that the foregoing Ordinance No. _____ was duly introduced and placed upon its first reading at a regular meeting of the City Council on the _____ day of _____, 2021 and that thereafter, said Ordinance was duly adopted and passed at a regular meeting of the City Council on the _____ day of _____, 2021, by the following roll-call vote, to wit:

AYES: COUNCIL MEMBERS:
NOES: COUNCIL MEMBERS:
ABSENT: COUNCIL MEMBERS:
ABSTAIN: COUNCIL MEMBERS:

Windmera Quintanar, CMC, City Clerk

City of Los Alamitos

CITY COUNCIL AGENDA REPORT

MEETING DATE: June 21, 2021

ITEM NUMBER: 12A

To: Mayor Mark A. Chirco & Members of the City Council

Presented By: Ron Noda, Acting Deputy City Manager

Subject: Street Curb Address Painting Contract for 2021

SUMMARY

In November of 2003, City Council adopted a resolution allowing non-profit organizations located outside of the City to benefit from the administration of a street address painting contract within the City. The City's process requires interested non-profit organizations apply bi-annually for City Council approval.

RECOMMENDATIONS

1. Discuss stencil options and select a stencil; and,
2. Authorize street curb address painting services for 2021 on a strictly donation basis, with Canning Hunger; and,
3. Authorize the City Manager to issue a no fee solicitor's permit and no fee encroachment permit.

BACKGROUND

Freshly painted curb addresses are important. In an emergency situation a freshly painted, clearly visible curb address is extremely valuable to emergency responders. A freshly painted curb also adds to the aesthetic of a community with many of the addresses incorporating art. The City of Los Alamitos relies upon non-profits to provide this valuable service.

In November of 2003, City Council adopted a resolution (Attachment 1) allowing non-profit organizations located outside of the City to benefit from the administration of a street address painting contract within the City. Our process requires that interested non-profit organizations submit a letter by May 1, of each year wherein the City Council shall make a final determination as to which non-profit will run the program for that year, or which non-profits will share in the management of the program for that year. Street

address painting is permitted every two years to keep the addresses clearly visible for emergency personnel and to add to the aesthetic of the community.

DISCUSSION

On April 2021, "invitations to propose" letters were mailed to local and non-local non-profit organizations. The City received one proposal from the City's previous contractor, Canning Hunger.

Upon approval Canning Hunger will be required to paint all residential addresses within the City limit, including painting 4-inch black numbers on a reflective white background with a selected stencil logo. In return for performing this service, Canning Hunger will be given the right to solicit voluntary contributions in the amount of \$35.00 from residents after the address has been painted on the curb. Residents will be notified prior to the curb address painting service by receiving a door hanger indicating the specific details of the upcoming service in both English and Spanish. Staff and Canning Hunger will meet prior to the commencement of work to discuss the agreement, work specifications, and develop a timeline for the project. The duration of the project is anticipated to be 120 days.

Beautification and branding of Los Alamitos is a priority and the painting of a city wide design on all the curb addresses will assist in accomplishing that goal. Two stencil designs incorporating two color variants are presented to Council to choose from. City staff collaborated with Canning Hunger utilizing their experiment for the stencil designs.

Residents with questions or concerns about the program will be able to contact the City and/or call a toll free number provided by Canning Hunger. Furthermore, Canning Hunger will correct any wrong numbers within 24-48 hours (weather permitting) of notification regardless of the time that has elapsed since painting was complete, without any cost to the City or residents.

FISCAL IMPACT

Approval would waive a solicitor's permit fee of \$160.00 and an encroachment permit fee of \$370.00. Non-profits are exempt from the business licensing fee. The City will purchase two stencils for approximately \$750.00.

Submitted by: Ron Noda, Acting Deputy City Manager
Fiscal Impact Reviewed by: Craig Koheler, Interim Finance Director
Approved by: Chet Simmons, City Manager

Attachments:

- 1. City Council Resolution No. 1939*
- 2. Proposal from 'Canning Hunger'*
- 3. Stencil Logo Design Options*

RESOLUTION NO. 1939

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADOPTING A CURB ADDRESS PAINTING POLICY WHEREBY NON-PROFIT ORGANIZATIONS ARE ALLOWED POTENTIAL BENEFITS BY MANAGING THE PAINTING OF STREET ADDRESSES ON CURBS WITHIN THE CITY

WHEREAS, on November 10, 2003, the City Council revisited a policy for the painting of addresses on curbs; and,

WHEREAS, testimony presented showed that the existing policy needed modification to provide clear direction to residents, contractors and City staff; and,

WHEREAS, the City Council recognized that the painting of addresses on curbs, particularly in residential areas, greatly assists emergency services in locating properties; and,

WHEREAS, non-profit organizations can provide a trusting buffer between residents and street address painting contractors while receiving some financial benefit in the process.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS DOES HEREBY RESOLVE AS FOLLOWS:

SECTION 1. The City Council of the City of Los Alamitos, California, finds that the above recitals are true and correct.

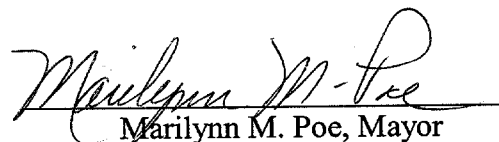
SECTION 2. The City Council hereby issues the following policy concerning the painting of addresses on residential street curbs:

- ❑ Only non-profit organizations will be permitted to manage the street curb address-painting contract.
- ❑ All painting will be performed by an organization with a minimum \$1,000,000 liability insurance policy naming the City of Los Alamitos as additional insured or other financial assurances as approved by the City Manager or his/her designee.

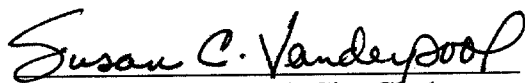
- ☐ The non-profit organization shall have a valid City business license on file.
- ☐ The non-profit organization will provide oversight, acting as intermediary between the residents by collecting donations and resolving any problems resulting from the work performed.
- ☐ The non-profit shall provide the City with a contact persons name and an emergency phone number.
- ☐ Compensation shall be by donations only. Residents will not be obligated to pay. Notices shall be provided to residents prior to painting and shall state 'payment by donation only'. The city attorney shall review notice content prior to distribution.
- ☐ Painting shall meet form and specifications as prescribed by the City Engineer upon consultation with Police and Fire services.
- ☐ A plan must be approved by the City Engineer indicating dates, times and streets where work is scheduled to be performed prior to commencement of work.
- ☐ Applications by non-profit organizations for curb address painting must be submitted by May 1st in the form of a letter requesting consideration as program manager. The City Council shall make the final determination as to which non-profit will run the program for that year or which non-profits will share in the management of the program for that year.
- ☐ Under this program, the painting contractor shall paint every residential address within the limits of the permit regardless of whether residents choose to make a donation for the service or not.
- ☐ Curb address painting shall be limited under this program to not more than once every two years.

SECTION 3. The City Clerk shall certify as to the adoption of this Resolution.

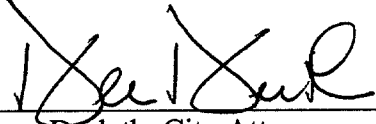
PASSED, APPROVED, AND ADOPTED this 24th day of November 2003.


Marilynn M. Poe, Mayor

ATTEST:


Susan C. Vanderpool, City Clerk

APPROVED AS TO FORM:



Dean Derleth, City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LOS ALAMITOS)

I, Susan C Vanderpool, City Clerk of the City of Los Alamitos, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the City Council held on the 24th day of November 2003, by the following vote, to wit:

AYES:	COUNCILMEMBERS:	Freeman, Bates, Parker, Jempsa & Poe
NOES:	COUNCILMEMBERS:	None
ABSENT:	COUNCILMEMBERS:	None
ABSTAIN:	COUNCILMEMBERS:	None



Susan C. Vanderpool, City Clerk

CANNING HUNGER

*City of Los Alamitos
Attention: Michelle Muller*

Re: Professional Curb Addressing Service

Dear Michelle,

*Canning Hunger is a 501(c) 3 non-profit hunger relief organization / charity. We have provided professional curb addressing service as a fundraiser for **twenty-seven years** in over **sixty** Cities, as well as **several hundred** private communities and H.O.A.'s. Canning Hunger is the number one provider of curb addressing; both donation and contract, and we would appreciate the opportunity to, once again offer curb addressing to the residents of Los Alamitos. Canning Hunger has provided this valuable, essential service to the city for the past eighteen years.*

Emergency responders all agree that a freshly painted, clearly visible curb address can be extremely valuable when attempting to reach a specific location. This may also be helpful for visitors and deliveries. It is especially true at night when most addresses placed on homes can be difficult to locate or read.

I have enclosed a brochure, as well as a copy of a proposed doorhanger for your review. If you would like to discuss having Canning Hunger provide this valuable service or if you have any questions, please contact me at 1-562-690-3035. You may also visit our website at canninghunger.org. or send an e-mail to greg@canninghunger.org.

I look forward to hearing from you.

Sincerely,

*Greg Contopulos
Project Director
Canning Hunger, Inc.*

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