

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

CITY COUNCIL AGENDA
REGULAR MEETING
Monday, September 15, 2025 – 5:30 PM

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.

Agenda-related documents provided to a majority of the City Council after distribution of the City Council agenda packet (GC §54957.5) will be made available for public inspection at the meeting. Such documents will also be available at the City Clerk's office, 3191 Katella Ave., Los Alamitos, CA 90720.

In compliance with the Americans with Disabilities Act, Assistive Listening headphones are available and can be checked out from the City Clerk. If you need special assistance to participate in this meeting, please contact the City Clerk at (562) 431-3538, ext. 220. Notification at least 42 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting. [28 CFR 35.102.35.104 ADA Title II]. Language translation services are available for this meeting by calling the City Clerk's Office least 42 hours in advance

If you are unable to attend this meeting in person, 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 "COUNCIL PUBLIC COMMENT". Comments received by 3:00 p.m. the day of the meeting will be compiled, provided to the City Council, and made available to the public before the start of the meeting. Staff will not read email comments at the meeting. You may also view the meeting live on local cable channel 3.

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, at least 48 hours prior to the meeting so that reasonable arrangements may be made.

1. CALL TO ORDER

2. ROLL CALL

Mayor Hasselbrink
Mayor Pro Tem Doby
Council Member Hibard
Council Member Loe
Council Member Nefulda

3. CLOSED SESSION

A. Conference with Legal Counsel – Anticipated Litigation (Administration)

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code section 54956.9: (One potential case).

B. Public Employee Performance Evaluation

Title: City Manager

Authority: Government Code Section 54957

4. PLEDGE OF ALLEGIANCE

Council Member Nefulda will lead the Pledge of Allegiance.

5. INVOCATION

Mayor Hasselbrink will give the Invocation.

6. PRESENTATIONS

A. Presentation of a Proclamation to Wayne Stickney, Chief Development Officer, of Second Harvest Food Bank in Recognition of Hunger Action Month

B. Presentation of Awards to the 2024 Annual Police Department Honorees

7. 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.

8. UPDATES FROM THE MAYOR

At this time, the Mayor may report on items not specifically described on the Agenda that are of interest to the community, provided no action or discussion is taken.

9. UPDATES FROM THE CITY STAFF

At this time, City Staff 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 direction to staff or place the item on a future agenda..

10. WARRANTS

A. Warrants (Finance)

The attached Warrant Register contains checks and electronic funds transfers for the period from August 1, 2025, to August 31, 2025.

Recommendation: Ratify the Warrants from August 1, 2025, to August 31, 2025, for \$3,173,770.39.

ROLL CALL

Mayor Hasselbrink

Mayor Pro Tem Doby

Council Member Hibard
Council Member Loe
Council Member Nefulda

11. 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 (Administration)

Approve the City Council minutes for the Regular meeting on August 18, 2025.

B. Designation of Voting Delegate and Alternate for the League of California Cities' 2025 Annual Conference & Expo (Administration)

The League of California Cities' Annual Conference & Expo will be held in Long Beach, California, from October 8-10, 2025. The League is requesting City Council designation of a Voting Delegate to the Annual Business Meeting. This item is for Council designation of a Voting Delegate and Alternate.

Recommendation:

1. Appoint Mayor Shelley Hasselbrink to serve as the City's Voting Delegate for the League of California Cities 2025 Annual Business Meeting; and,
2. Appoint Mayor Pro Tem Tanya Doby to serve as the City's Alternate Voting Delegate in the event of the Voting Delegate's absence.

C. Resolution No. 2025-27 - Boards, Commissions, and Committees Policy Handbook (Development Services)

The updated Boards, Commissions, and Committees Policy Handbook (Handbook) will provide an easy-to-understand format for the City's appointed bodies that will complement the Los Alamitos Municipal Code.

Recommendation: Adopt Resolution No. 2025-27, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADOPTING THE BOARDS, COMMISSIONS, AND COMMITTEE POLICY HANDBOOK".

D. Ordinance No. 2025-06 – Regulation of Group Homes and Sober Living Homes (Development Services)

Ordinance Number 2025-06 is recommended for City Council adoption. At its regular meeting of August 18, 2025, the City Council introduced the first reading of Ordinance No. 2025-06, an amendment to Title 5 (Business

Licenses and Regulations) and Title 17 (Zoning) of the Los Alamitos Municipal Code concerning the regulation of group homes and sober living facilities. The City of Los Alamitos has seen a slight increase in the number of sober-living facilities operating in its single-family parcels. As a result, the City has received comments and concerns from members of the public regarding the strength of local regulations governing these facilities. Absent such regulations, surrounding communities have reported adverse impacts from these facilities, including but not limited to: noise, excessive debris/trash, second-hand smoke, loitering, traffic, increased parking demands, and the clustering of group homes near each other. The proposed Ordinance seeks to regulate group homes and sober living facilities to address issues and concerns while providing both a safe space for individuals to recover from drug and alcohol addiction, and preserving the residential character of neighborhoods. At its June 25, 2025, meeting, the Planning Commission, by Resolution, recommended that the City Council adopt Ordinance No. 2025-06.

Recommendation: Adopt Ordinance No. 2025-06, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADDING CHAPTER 5.52 (GROUP HOMES) AND SECTION 17.28.290 (GROUP HOMES) TO THE LOS ALAMITOS MUNICIPAL CODE AND AMENDING SECTION 17.08.020 (ALLOWED USES AND PERMIT REQUIREMENTS FOR RESIDENTIAL ZONES) OF THE LOS ALAMITOS MUNICIPAL CODE."

E. Community Development Block Grant (CDBG) Application Resolution for Fiscal Year 2026/2027 (Development Services)

This item recommends approval to submit the Community Development Block Grant (CDBG) project application to Orange County Community Resources Department for Fiscal Year 2026/2027.

Recommendation: Adopt Resolution No. 2025-30, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA APPROVING THE CITY PARTICIPATION IN THE FISCAL YEAR 2026/2027 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM WITH THE COUNTY OF ORANGE."

12. PUBLIC HEARING

A. Master Fee Schedule Update - Fiscal Year 2025-2026 (Finance)

It is recommended that the City Council approve the proposed Master Fee Schedule update.

Recommendation:

1. Review the Fiscal Year 2025-26 Master Fee Schedule Update; and,

2. Open the Public Hearing: and,
3. Adopt Resolution No. 2025-29, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING THE MASTER FEE SCHEDULE BY ADJUSTING CERTAIN USER FEES BASED ON THE COST RECOVERY (USER FEE STUDY)".

B. 2025 Building Standards Code and Fire Code Adoption (Development Services)

At its regular meeting of August 18, 2025, the City Council introduced the first reading of Ordinance No. 2025-07 and Ordinance No. 2025-08. Ordinance No. 2025- 07 would the 2025 California Building Standards Code. The State's Health and Safety Code requires local governments to adopt the most recent editions of building standards codes related to construction. The latest edition is the 2025 California Building Standards Code, which will take effect on January 1, 2026. Ordinance No. 2025-08 would adopt amendments to the Fire Code as provided by the Orange County Fire Authority (OCFA). These amendments are intended to maximize alignment between OCFA and State-adopted Fire Code requirements.

The ordinances' first reading was heard at the August 18, 2025, City Council meeting. This Public Hearing will conduct the required second reading and adoption of the Ordinances, which will be effective 30 days after adoption.

Recommendation:

1. Open the Public Hearing; and,
2. Adopt Ordinance No. 2025-07, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, REPEALING CHAPTER 15.04 OF TITLE 15 OF THE LOS ALAMITOS MUNICIPAL CITY CODE AND ADDING A NEW CHAPTER 15.04, ADOPTING BY REFERENCE: VARIOUS PROVISIONS OF THE 2025 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODES (CALIFORNIA CODE OF REGULATIONS, TITLE 24), CONSISTING OF THE CALIFORNIA ADMINISTRATIVE CODE, THE CALIFORNIA BUILDING CODE, THE CALIFORNIA RESIDENTIAL CODE, THE CALIFORNIA GREEN BUILDING STANDARDS CODE, THE CALIFORNIA ELECTRICAL CODE, THE CALIFORNIA MECHANICAL CODE, THE CALIFORNIA PLUMBING CODE, THE CALIFORNIA ENERGY CODE, AND THE CALIFORNIA REFERENCED

STANDARDS CODE; AND THE 2025 WILDLAND-URBAN INTERFACE CODE, THE 2024 INTERNATIONAL PROPERTY MAINTENANCE CODE, WITH CERTAIN AMENDMENTS, ADDITIONS, DELETIONS AND EXCEPTIONS THERETO"; and,

3. Adopt Ordinance No. 2025-08, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, DELETING CHAPTER 15.08 OF THE LOS ALAMITOS MUNICIPAL CODE AND ADDING A NEW CHAPTER 15.08 ADOPTING BY REFERENCE THE 2025 EDITION OF THE CALIFORNIA FIRE CODE (TITLE 24, PART 9) WITH APPENDICES AND AMENDMENTS THERETO".

13. 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.

14. ADJOURNMENT

The City Council will adjourn to Monday, October 13, 2025, at 6:00 p.m.

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.



Windmera Quintanar, MMC, City Clerk
Dated: September 11, 2025

City of Los Alamitos

CITY COUNCIL AGENDA REPORT

MEETING DATE: September 15, 2025

ITEM NUMBER: 10A

To: Mayor Shelley Hasselbrink & Members of the City Council

Presented By: Barbara Biscocho, Finance Manager

Subject: Warrants

SUMMARY

The attached Warrant Register contains checks and electronic funds transfers for the period from August 1, 2025, to August 31, 2025.

RECOMMENDATION

Ratify the Warrants from August 1, 2025, to August 31, 2025, for \$3,173,770.39.

BACKGROUND

The expenditures noted within this Warrant Register conform to the budget approved by the City Council.

DISCUSSION

The Director of Finance certifies the accuracy of the attached register and availability of monies for payment thereof.

FISCAL IMPACT

The total of \$3,173,770.39 represents checks and electronic funds transfers from August 1, 2025, to August 31, 2025.

Attachment: 1. Council Report - 09.15.2025

CITY OF LOS ALAMITOS

A/P Warrants

September 15, 2025

To Ratify

Pages:

1-20	\$	1,666,894.64	Warrants	08/01/2025-08/31/2025
21	\$	8,681.54	Medical Retirees	08/01/2025
22	\$	442,573.92	Earnings & Employer Taxes	08/01/2025
23	\$	84,609.93	Employer Benefits	08/01/2025
24	\$	438,594.07	Earnings & Employer Taxes	08/15/2025
25	\$	84,514.94	Employer Benefits	08/15/2025
26	\$	401,139.23	Earnings & Employer Taxes	08/29/2025
27	\$	46,762.12	Employer Benefits	08/29/2025
Grand Total	\$	<u>3,173,770.39</u>		

The attached Warrant Register containing checks and electronic funds transfers for the period from August 1 , 2025 to August 31, 2025, 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 Barbara Biscocho, Finance Manager

Barbara Biscocho

this 2nd day of September, 2025

WARRANTS 08/2025

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ADVANTAGE COLORGRAPHICS	FALL 2025 REC BROCHURE	GENERAL FUND	ADMINISTRATION	10,048.32
	FALL 2025 CITY BROCHURE	GENERAL FUND	ADMINISTRATION	<u>1,256.05</u>
			TOTAL:	11,304.37
AGILE OCCUPATIONAL MEDICINE PC	PRE-EMPLOYMENT PHYSICAL 07	GENERAL FUND	NON-DEPARTMENTAL	<u>125.00</u>
			TOTAL:	125.00
ALL AMERICAN SIGN COMPANY	YOUTH VOLLEYBALL BANNERS	GENERAL FUND	SPORTS	557.18
	CROSS COUNTRY BANNERS	GENERAL FUND	SPORTS	<u>557.18</u>
			TOTAL:	1,114.36
ALL CITY MANAGEMENT SERVICES	CROSS GUARDS 06/08-06/21	GENERAL FUND	TRAFFIC	521.94
	CROSS GUARDS 06/08-06/21	GENERAL FUND	TRAFFIC	1,360.80
	CROSS GUARDS 06/22-07/05	GENERAL FUND	TRAFFIC	2,721.60
	CROSS GUARDS 07/01-07/05/2	GENERAL FUND	TRAFFIC	<u>1,360.80</u>
			TOTAL:	5,965.14
ALLIANT INSURANCE SERVICES, INC.	INSTRUCTOR INSURANCE Q1	GENERAL FUND	COMMUNITY SERVICES	798.00
	INSTRUCTOR INSURANCE Q1	GENERAL FUND	COMMUNITY SERVICES	227.00
	INSTRUCTOR INSURANCE Q2	GENERAL FUND	COMMUNITY SERVICES	779.00
	INSTRUCTOR INSURANCE Q2	GENERAL FUND	COMMUNITY SERVICES	<u>676.00</u>
			TOTAL:	2,480.00
ALWAYS ADVANCING, LLC	CLA GLOW MEDALS (1000)	GENERAL FUND	NON-DEPARTMENTAL	<u>2,150.00</u>
			TOTAL:	2,150.00
ANDERSON ELECTRICAL & LIGHTING SERVICE	PARK LIGHTING REPAIR 01/25	GENERAL FUND	PARK MAINTENANCE	310.00
	CITY GYM ELECTRIC INSTALL	GENERAL FUND	BUILDING MAINTENANCE	<u>1,750.00</u>
			TOTAL:	2,060.00
ANIMAL PEST MANAGEMENT SERVICES	GOPHER CTRL AT PARKS 07/25	GENERAL FUND	PARK MAINTENANCE	<u>490.00</u>
			TOTAL:	490.00
BARBARA BANNERMAN	YOGA 06/17/25	GENERAL FUND	SPECIAL CLASSES	39.00
	YOGA 06/24/25	GENERAL FUND	SPECIAL CLASSES	9.75
	YOGA 06/21/25	GENERAL FUND	SPECIAL CLASSES	9.75
	YOGA 07/08/25	GENERAL FUND	SPECIAL CLASSES	9.75
	YOGA WITH BARBARA 06/10-08	GENERAL FUND	SPECIAL CLASSES	204.75
	YOGA WITH BARBARA 06/14-08	GENERAL FUND	SPECIAL CLASSES	<u>266.50</u>
			TOTAL:	539.50
BEAR ELECTRICAL SOLUTIONS LLC	TRAFFIC SIGNAL SVCS 05/25	GENERAL FUND	STREET MAINTENANCE	2,054.00
	TRAFFIC SIGNAL SVCS 05/25	GENERAL FUND	STREET MAINTENANCE	1,470.00
	TRAFFIC SIGNAL SVCS 06/25	GENERAL FUND	STREET MAINTENANCE	1,510.00
	TRAFFIC SIGNAL SVCS 06/25	GENERAL FUND	STREET MAINTENANCE	<u>1,470.00</u>
			TOTAL:	6,504.00
BORDIN SEMMER, LLP	WILLIAM HOWARD V CITY #11	SELF INSURANCE TRU	INSURANCE	451.00
	ARNOLD ANDERSON V CITY #4	SELF INSURANCE TRU	INSURANCE	1,480.50
	ARNOLD ANDERSON V CITY #5	SELF INSURANCE TRU	INSURANCE	<u>1,775.74</u>
			TOTAL:	3,707.24
BRYCE HAINES	CPR & AED TRAINING 07/19/2	GENERAL FUND	SPECIAL CLASSES	84.50
	CPR & AED TRAINING 07/26/2	GENERAL FUND	SPECIAL CLASSES	84.50
	CPR & AED TRAINING 08/09/2	GENERAL FUND	SPECIAL CLASSES	<u>162.50</u>
			TOTAL:	331.50

WARRANTS 08/2025

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
BSN SPORTS LLC	SOCCER EQUIPMENT 07/25	GENERAL FUND	SPORTS	1,116.74
	BASKETBALL EQUIPMENT 07/25	GENERAL FUND	SPORTS	<u>669.13</u>
			TOTAL:	1,785.87
BUENA PARK PLAQUE & TROPHY	LABOURDETTE PLAQUE	GENERAL FUND	CAPITAL PROJECTS	<u>4,721.76</u>
			TOTAL:	4,721.76
CALIFORNIA BUILDING STANDARDS COMMISSI	CALIFORNIA BUILDING STANDARDS CRED	GENERAL FUND	NON-DEPARTMENTAL	242.00
	CA BUILDING STANDARDS CRED	GENERAL FUND	NON-DEPARTMENTAL	24.20
	CBSC GREEN FEES Q4 2024	GENERAL FUND	NON-DEPARTMENTAL	94.00
	BLDG PERMITS REFUND	GENERAL FUND	NON-DEPARTMENTAL	<u>9.40</u>
			TOTAL:	302.40
CALIFORNIA FORENSIC PHLEBOTOMY, INC.	BLOOD DRAWS 06/25	GENERAL FUND	PATROL	693.84
	BLOOD DRAWS 07/25	GENERAL FUND	PATROL	<u>1,387.68</u>
			TOTAL:	2,081.52
CALIRICA LLC	CONSULTING SVCS 06/25	GENERAL FUND	ADMINISTRATION	<u>3,000.00</u>
			TOTAL:	3,000.00
CALPERS	25/26 PERS UAL ADP #2	GENERAL FUND	ADMINISTRATION	11,697.58
	25/26 PERS UAL PYMT 2	GENERAL FUND	ADMINISTRATION	18,665.66
	25/26 PERS UAL ADP #2	GENERAL FUND	FINANCE	4,067.05
	25/26 PERS UAL PYMT 2	GENERAL FUND	FINANCE	6,489.73
	25/26 PERS UAL ADP #2	GENERAL FUND	POLICE ADMINISTRATION	13,901.03
	25/26 PERS UAL PYMT 2	GENERAL FUND	POLICE ADMINISTRATION	22,181.68
	25/26 PERS UAL ADP #2	GENERAL FUND	PATROL	53,757.85
	25/26 PERS UAL PYMT 2	GENERAL FUND	PATROL	85,780.64
	25/26 PERS UAL ADP #2	GENERAL FUND	INVESTIGATION	8,029.99
	25/26 PERS UAL PYMT 2	GENERAL FUND	INVESTIGATION	12,813.34
	25/26 PERS UAL ADP #2	GENERAL FUND	RECORDS	1,654.73
	25/26 PERS UAL PYMT 2	GENERAL FUND	RECORDS	2,640.43
	25/26 PERS UAL ADP #2	GENERAL FUND	YOUTH SERVICES	2,291.52
	25/26 PERS UAL PYMT 2	GENERAL FUND	YOUTH SERVICES	3,656.54
	25/26 PERS UAL ADP #2	GENERAL FUND	TRAFFIC	2,080.20
	25/26 PERS UAL PYMT 2	GENERAL FUND	TRAFFIC	3,319.34
	25/26 PERS UAL ADP #2	GENERAL FUND	K-9 UNIT	2,291.62
	25/26 PERS UAL PYMT 2	GENERAL FUND	K-9 UNIT	3,656.70
	25/26 PERS UAL ADP #2	GENERAL FUND	COMMUNITY DEVEL ADMIN	9,458.87
	25/26 PERS UAL PYMT 2	GENERAL FUND	COMMUNITY DEVEL ADMIN	15,093.38
	25/26 PERS UAL ADP #2	GENERAL FUND	PLANNING	1,634.76
	25/26 PERS UAL PYMT 2	GENERAL FUND	PLANNING	2,608.56
	25/26 PERS UAL ADP #2	GENERAL FUND	NEIGHBORHOOD PRESERVAT	1,188.66
	25/26 PERS UAL PYMT 2	GENERAL FUND	NEIGHBORHOOD PRESERVAT	1,896.73
	25/26 PERS UAL ADP #2	GENERAL FUND	STREET MAINTENANCE	4,485.13
	25/26 PERS UAL PYMT 2	GENERAL FUND	STREET MAINTENANCE	7,156.86
	25/26 PERS UAL ADP #2	GENERAL FUND	ECONOMIC DEVELOPMENT	227.75
	25/26 PERS UAL PYMT 2	GENERAL FUND	ECONOMIC DEVELOPMENT	363.41
	25/26 PERS UAL ADP #2	GENERAL FUND	RECREATION ADMINISTRAT	13,233.26
	25/26 PERS UAL PYMT 2	GENERAL FUND	RECREATION ADMINISTRAT	<u>21,116.16</u>
			TOTAL:	337,439.16
CALPERS RETIREMENT	PEPRA SAFETY EMPLOYEE	GENERAL FUND	FINANCE	<u>700.00</u>
			TOTAL:	700.00
CARAVAN MFG	REVIVE GRANT REIMBURSEMENT	GENERAL FUND	ECONOMIC DEVELOPMENT	1,432.15

WARRANTS 08/2025

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	1,432.15
CARRI FOX	LINE DANCE DROP IN 06/11/2	GENERAL FUND	SPECIAL CLASSES	29.40
	LINE DANCE DROP IN 06/18/2	GENERAL FUND	SPECIAL CLASSES	21.00
	LINE DANCE DROP IN 06/25/2	GENERAL FUND	SPECIAL CLASSES	21.00
	LINE DANCE DROP IN 07/09/2	GENERAL FUND	SPECIAL CLASSES	29.40
	LINE DANCE DROP IN 07/16/2	GENERAL FUND	SPECIAL CLASSES	33.60
	LINE DANCE DROP IN 07/23/2	GENERAL FUND	SPECIAL CLASSES	16.80
			TOTAL:	151.20
CERTIFIED TRANSPORTATION SERVICES, INC	DAY CAMP BUS FEES 06/10/25	GENERAL FUND	DAY CAMP	922.40
	DAY CAMP BUS FEES 06/12/25	GENERAL FUND	DAY CAMP	726.39
	DAY CAMP BUS FEES 06/17	GENERAL FUND	DAY CAMP	1,781.39
	DAY CAMP BUS FEES 06/19	GENERAL FUND	DAY CAMP	1,452.78
	DAY CAMP BUS FEES 06/24	GENERAL FUND	DAY CAMP	1,781.39
	DAY CAMP BUS FEES 06/25/25	GENERAL FUND	DAY CAMP	1,781.39
	DAY CAMP BUS FEES 06/26/25	GENERAL FUND	DAY CAMP	985.82
	DAY CAMP BUS FEES 07/01	GENERAL FUND	DAY CAMP	726.39
	DAY CAMP BUS FEES 07/01	GENERAL FUND	DAY CAMP	227.72
	DAY CAMP BUS FEES 07/08	GENERAL FUND	DAY CAMP	726.39
	DAY CAMP BUS FEES 07/10	GENERAL FUND	DAY CAMP	1,971.63
	DAY CAMP BUS FEES 07/15	GENERAL FUND	DAY CAMP	1,908.22
	DAY CAMP BUS FEES 07/17	GENERAL FUND	DAY CAMP	726.39
	DAY CAMP BUS FEES 07/22	GENERAL FUND	DAY CAMP	726.39
	DAY CAMP BUS FEES 07/24	GENERAL FUND	DAY CAMP	795.57
	DAY CAMP BUS FEES 07/25	GENERAL FUND	DAY CAMP	69.18
	DAY CAMP BUS FEES 07/25	GENERAL FUND	DAY CAMP	657.21
	DAY CAMP BUS FEES 07/31	GENERAL FUND	DAY CAMP	1,908.22
	DAY CAMP BUS FEES 07/25	GENERAL FUND	DAY CAMP	726.39
	DAY CAMP BUS FEES 07/31	GENERAL FUND	DAY CAMP	726.39
	PARKS PRGM BUS FEES 07/30	GENERAL FUND	DAY CAMP	726.39
	DAY CAMP BUS FEES 07/02	GENERAL FUND	PLAYGROUNDS	726.39
	DAY CAMP BUS FEES 07/09	GENERAL FUND	PLAYGROUNDS	726.39
	DAY CAMP BUS FEES 07/16	GENERAL FUND	PLAYGROUNDS	827.28
	PARKS PRGM BUS FEES 07/23	GENERAL FUND	PLAYGROUNDS	795.57
	PARKS PRGM BUS FEES 07/31	GENERAL FUND	PLAYGROUNDS	726.39
			TOTAL:	25,856.06
CHALLENGER SPORTS CORP	TINY TYKES 06/15-8/03	GENERAL FUND	SPECIAL CLASSES	904.15
	TINY TYKES 06/15-08/03	GENERAL FUND	SPECIAL CLASSES	449.15
			TOTAL:	1,353.30
CHARLES ABBOTT ASSOCIATES, INC.	BLDG & SAFETY 06/25	GENERAL FUND	BUILDING INSPECTION	41,476.55
	NPDES & WQMP SVCS 06/25	GENERAL FUND	NPDES	7,053.75
			TOTAL:	48,530.30
CHARTER COMMUNICATIONS	FIBER INTERNET 07/25	GENERAL FUND	NON-DEPARTMENTAL	1,734.00
	FIBER INTERNET 08/25	GENERAL FUND	NON-DEPARTMENTAL	1,734.00
	CITY PHONE LINES 07/25	GENERAL FUND	NON-DEPARTMENTAL	473.69
	CITY PHONE LINES 08/25	GENERAL FUND	NON-DEPARTMENTAL	473.69
			TOTAL:	4,415.38
CHESTER SIMMONS	CITY MANAGER SUPPLIES 07/1	GENERAL FUND	ADMINISTRATION	949.37
	CITY MANAGER SUPPLIES	GENERAL FUND	ADMINISTRATION	618.36
	CONFERENCE ROOM 1 SPEAKER	TECHNOLOGY REPLACE	ADMINISTRATIVE SERVICE	262.19
	IPAD SUPPLIES	TECHNOLOGY REPLACE	ADMINISTRATIVE SERVICE	360.48

WARRANTS 08/2025

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	IPAD SUPPLIES	TECHNOLOGY REPLACE	ADMINISTRATIVE SERVICE	<u>4,384.16</u>
			TOTAL:	6,574.56
CINTAS CORPORATION NO. 2	FIRST AID REFILL 07/25	GENERAL FUND	BUILDING MAINTENANCE	<u>2,231.86</u>
			TOTAL:	2,231.86
CITY GREEN CONSULTING LLC	WASTE COMPLIANCE 06/25	GENERAL FUND	COMMUNITY DEVEL ADMIN	<u>2,125.00</u>
			TOTAL:	2,125.00
CITY OF CYPRESS	WEST-COMM JPA 1ST INSTALLM	GENERAL FUND	COMMUNICATIONS TECHNOL	<u>273,497.77</u>
			TOTAL:	273,497.77
CITY OF LONG BEACH	Q4 ANIMAL CTRL SVCS	LOS ALAMITOS TV	LOS ALAMITOS TV	<u>41,631.68</u>
			TOTAL:	41,631.68
CLINICAL COUNSELING WITH TSELANE	SOUND BATH 08/06/25	GENERAL FUND	SPECIAL CLASSES	<u>13.65</u>
			TOTAL:	13.65
COLE PRO MEDIA CORP	MEDIA CONSULT SVCS 08/15	GENERAL FUND	ADMINISTRATION	<u>3,000.00</u>
			TOTAL:	3,000.00
COPP CONTRACTING, INC.	CIP 24/25-04 PAY APP 1 RET	GENERAL FUND	NON-DEPARTMENTAL	16,878.18
	CIP 24/25-04 PAY APP #2	GENERAL FUND	NON-DEPARTMENTAL	<u>1,372.49</u>
			TOTAL:	18,250.67
COUNTY OF ORANGE HCA ENVIRONMENTAL HEA	NON-DISPOSAL SITE FY25/26	GENERAL FUND	BUILDING MAINTENANCE	<u>644.00</u>
			TOTAL:	644.00
COUNTY OF ORANGE TREASURER-TAX	FY 25/26 LAFCO COSTS	GENERAL FUND	ADMINISTRATION	2,970.42
	AFIS 07/25	GENERAL FUND	COMMUNICATIONS TECHNOL	358.00
	OCATS 07/25	GENERAL FUND	COMMUNICATIONS TECHNOL	1,273.33
	COST ALLOCATION Q4	GENERAL FUND	COMMUNICATIONS TECHNOL	7,362.63
	MONTHLY TECH CHARGES 06/25	GENERAL FUND	COMMUNICATIONS TECHNOL	166.06
	NPDES WATER ORDINANCE FY25	GENERAL FUND	NPDES	<u>246.52</u>
			TOTAL:	12,376.96
DAILY JOURNAL CORPORATION	CC PH NOTICE 07/25	GENERAL FUND	PLANNING	<u>231.25</u>
			TOTAL:	231.25
DANIEL C GACAD	KARATE/SELF DEF 06/10-07/2	GENERAL FUND	SPECIAL CLASSES	<u>412.10</u>
			TOTAL:	412.10
DANIELS TIRE SERVICE	PW-2 TIRE REPLACEMENT	GARAGE FUND	GARAGE	<u>1,134.86</u>
			TOTAL:	1,134.86
DASH MEDICAL GLOVES, INC.	PW SAFETY SUPPLIES 05/25	GENERAL FUND	PATROL	<u>356.24</u>
			TOTAL:	356.24
DATA TICKET, INC.	CITATION PROCESSING 06/25	GENERAL FUND	TRAFFIC	<u>889.64</u>
			TOTAL:	889.64
DOOLEY ENTERPRISES, INC.	AMMO PURCHASE 05/25	GENERAL FUND	PATROL	<u>2,430.84</u>
			TOTAL:	2,430.84
DUTHIE ELECTRIC SERVICE CORPORATION	FENLY PUMP STATION	GENERAL FUND	BUILDING MAINTENANCE	<u>6,453.39</u>
			TOTAL:	6,453.39

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VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
ECOFERT, INC.	FERTIGATION SVCS 09/24	GENERAL FUND	PARK MAINTENANCE	630.00
	FERTIGATION SVCS 12/24	GENERAL FUND	PARK MAINTENANCE	921.00
	FERTIGATION SVCS 04/25	GENERAL FUND	PARK MAINTENANCE	921.00
	FERTIGATION SVCS 08/25	GENERAL FUND	PARK MAINTENANCE	<u>921.00</u>
	TOTAL:			3,393.00
ELITE MAINTENANCE & TREE SERVICE	LANDSCAPE SVCS 06/25	GENERAL FUND	STREET MAINTENANCE	10,916.52
	LANDSCAPE SVCS 05/25	GENERAL FUND	STREET MAINTENANCE	<u>10,916.52</u>
	TOTAL:			21,833.04
ELITE SPECIAL EVENT, INC.	NITES ON PINE RENTAL	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>1,050.00</u>
	TOTAL:			1,050.00
EMPLOYMENT DEVELOPMENT DEPT.	EDD PAYMENT (3)	GENERAL FUND	STREET MAINTENANCE	<u>8,542.69</u>
	TOTAL:			8,542.69
ENTERPRISE FM TRUST	MONTHLY LEASE CHARGES 08/2	GARAGE FUND	GARAGE	<u>21,454.75</u>
	TOTAL:			21,454.75
EVENT NEWS ENTERPRISE	CELEBRATE LOS AL ADVERTISE	GENERAL FUND	NON-DEPARTMENTAL	648.00
	ROTB ADVERTISEMENT	GENERAL FUND	SPECIAL EVENTS	<u>500.00</u>
	TOTAL:			1,148.00
EWING	IRRIGATION STREET SUPPLIES	GENERAL FUND	PARK MAINTENANCE	<u>179.35</u>
	TOTAL:			179.35
EWLES MATERIALS	CONCRETE DUMP FEES 07/25	GENERAL FUND	STREET MAINTENANCE	200.00
	CONCRETE DUMP FEES 07/25	GENERAL FUND	STREET MAINTENANCE	200.00
	CONCRETE DUMP FEES 07/25	GENERAL FUND	STREET MAINTENANCE	<u>500.00</u>
	TOTAL:			900.00
FEDEX	DNA SHIPMENT 06/25	GENERAL FUND	RECORDS	28.43
	DNA SHIPMENT 06/25	GENERAL FUND	RECORDS	<u>31.24</u>
	TOTAL:			59.67
FERGUSON ENTERPRISES LLC	CH II WATER LEAK REPAIR 07	GENERAL FUND	BUILDING MAINTENANCE	<u>202.93</u>
	TOTAL:			202.93
FLOWER DUET, LLC	FLORAL DESIGN 09/09/25	GENERAL FUND	SPECIAL CLASSES	<u>2,499.00</u>
	TOTAL:			2,499.00
FRONTIER COMMUNICATIONS	JAIL ALARM 07/25	GENERAL FUND	PATROL	381.73
	JAIL ALARM 08/25	GENERAL FUND	PATROL	<u>624.37</u>
	TOTAL:			1,006.10
GALLS LLC	POLICE AIDE UNIFORMS 06/25	GENERAL FUND	RECORDS	168.49
	POLICE AIDE UNIFORMS 06/25	GENERAL FUND	RECORDS	11.93
	POLICE AIDE UNIFORMS 06/25	GENERAL FUND	RECORDS	179.01
	POLICE AIDE UNIFORMS 06/25	GENERAL FUND	RECORDS	<u>85.92</u>
	TOTAL:			445.35
GANAHL LUMBER COMPANY	CONCRETE SUPPLIES 07/21/25	GENERAL FUND	STREET MAINTENANCE	178.41
	GRAFFITI REMOVAL SUPPLIES	GENERAL FUND	STREET MAINTENANCE	323.18
	PW NEW HIRE SUPPLIES	GENERAL FUND	STREET MAINTENANCE	263.22
	BLDG MAINT SUPPLIES 07/28/	GENERAL FUND	PARK MAINTENANCE	20.41
	BLDG MAINT SUPPLIES 06/30/	GENERAL FUND	BUILDING MAINTENANCE	27.29

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VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	BLDG MAINT SUPPLIES 06/30/	GENERAL FUND	BUILDING MAINTENANCE	96.13
	BLDG MAINT SUPPLIES 07/28/	GENERAL FUND	BUILDING MAINTENANCE	37.50
	BLDG MAINT SUPPLIES 07/28/	GENERAL FUND	BUILDING MAINTENANCE	<u>15.27</u>
	TOTAL:			961.41
GEORGE HILLS COMPANY, INC.	LIABILITY SVC FEE 08/25	SELF INSURANCE TRU	INSURANCE	<u>1,531.25</u>
	TOTAL:			1,531.25
GM FINANCIAL	CM VEHICLE PYMT 18	GARAGE FUND	GARAGE	<u>1,858.68</u>
	TOTAL:			1,858.68
GMT	PW ELECTRIC SVCS 08/05/25	GENERAL FUND	BUILDING MAINTENANCE	<u>2,345.00</u>
	TOTAL:			2,345.00
GOLDEN STATE WATER COMPANY	WATER BILL 06/25	GENERAL FUND	STREET MAINTENANCE	2,166.60
	WATER BILL 07/25	GENERAL FUND	STREET MAINTENANCE	4,157.46
	WATER BILL 08/25	GENERAL FUND	STREET MAINTENANCE	4,602.84
	WATER BILL 08/25	GENERAL FUND	STREET MAINTENANCE	7,685.29
	WATER BILL 06/25	GENERAL FUND	PARK MAINTENANCE	2,841.24
	WATER BILL 07/25	GENERAL FUND	PARK MAINTENANCE	6,276.41
	WATER BILL 08/25	GENERAL FUND	PARK MAINTENANCE	734.97
	WATER BILL 08/25	GENERAL FUND	PARK MAINTENANCE	5,755.86
	WATER BILL 08/25	GENERAL FUND	BUILDING MAINTENANCE	2,196.41
	WATER BILL 08/25	GENERAL FUND	BUILDING MAINTENANCE	<u>2,196.41</u>
	TOTAL:			38,613.49
GRANICUS LLC	GRANICUS SUBSCRIPTION	TECHNOLOGY REPLACE	ADMINISTRATIVE SERVICE	<u>2,689.98</u>
	TOTAL:			2,689.98
GREAT AMERICA FINANCIAL SERVICES	PRINTER LEASE PYMT 08/25	GENERAL FUND	NON-DEPARTMENTAL	<u>2,267.28</u>
	TOTAL:			2,267.28
HDL COREN & CONE	PROP TAX SVCS 07/25-09/25	GENERAL FUND	FINANCE	1,685.88
	ACFR STATISTICAL PKG 24/25	GENERAL FUND	FINANCE	<u>795.00</u>
	TOTAL:			2,480.88
HIRSCH & ASSOCIATES, INC.	CIP 24/25-02 INSPECTION	GENERAL FUND	CAPITAL PROJECTS	1,659.90
	LABOURDETTE PARK PB#3	GENERAL FUND	CAPITAL PROJECTS	<u>536.00</u>
	TOTAL:			2,195.90
HEMOCOURT EDGE BASKETBALL LLC	HCE DROP IN 06/10/25	GENERAL FUND	SPECIAL CLASSES	80.00
	HCE DROP IN 04/05/25	GENERAL FUND	SPECIAL CLASSES	16.00
	HCE DROP IN 06/12/25	GENERAL FUND	SPECIAL CLASSES	112.00
	HCE DROP IN 06/17/25	GENERAL FUND	SPECIAL CLASSES	64.00
	HCE DROP IN 06/19/25	GENERAL FUND	SPECIAL CLASSES	80.00
	HCE DROP IN 06/26/25	GENERAL FUND	SPECIAL CLASSES	80.00
	HCE DROP IN 06/24/25	GENERAL FUND	SPECIAL CLASSES	96.00
	HCE DROP IN 07/06/25	GENERAL FUND	SPECIAL CLASSES	32.00
	HCE DROP IN 07/01/25	GENERAL FUND	SPECIAL CLASSES	112.00
	HCE DROP IN 07/08/25	GENERAL FUND	SPECIAL CLASSES	48.00
	HCE DROP IN 07/10/25	GENERAL FUND	SPECIAL CLASSES	112.00
	HCE DROP IN 07/20/25	GENERAL FUND	SPECIAL CLASSES	32.00
	HCE DROP IN 07/22/25	GENERAL FUND	SPECIAL CLASSES	96.00
	HCE SHOOTING STARS 07/10-0	GENERAL FUND	SPECIAL CLASSES	184.00
	HCE RUN 07/06-07/27	GENERAL FUND	SPECIAL CLASSES	100.00
	HCE TRIPLE BUNDLE 07/01-07	GENERAL FUND	SPECIAL CLASSES	176.00

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VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	HCE TRAVEL BALL 07/01-07/3	GENERAL FUND	SPECIAL CLASSES	1,148.00
	SHOOT STRS/BALL HNDL 07/01	GENERAL FUND	SPECIAL CLASSES	928.00
	HCE TOTAL ATTACK 07/06-07/	GENERAL FUND	SPECIAL CLASSES	<u>408.00</u>
			TOTAL:	3,904.00
INFINITY AIR HVAC LLC	PD AC REPAIR SVCS 03/25	GENERAL FUND	BUILDING MAINTENANCE	1,155.00
	PD AC REPAIR SVCS 07/25	GENERAL FUND	BUILDING MAINTENANCE	575.00
	PD AC REPAIR SVCS 07/25	GENERAL FUND	BUILDING MAINTENANCE	<u>975.00</u>
			TOTAL:	2,705.00
INTELESYS ONE	10 SHORTEL PHONES	TECHNOLOGY REPLACE	ADMINISTRATIVE SERVICE	8,676.41
	10 SHORTEL PHONES	TECHNOLOGY REPLACE	ADMINISTRATIVE SERVICE	<u>8,676.41</u>
			TOTAL:	17,352.82
INTERCARE HOLDING INSURANCE SERVICES	ADMIN FLAT FEE 08/25	SELF INSURANCE TRU	INSURANCE	<u>1,241.79</u>
			TOTAL:	1,241.79
JCL TRAFFIC SERVICES	3RD OF JULY MESSAGE BOARD	GENERAL FUND	NON-DEPARTMENTAL	1,218.00
	3RD OF JULY MESSAGE BOARD	GENERAL FUND	SPECIAL EVENTS	<u>7,765.00</u>
			TOTAL:	8,983.00
JOHNSON CONTROLS FIRE PROTECTION LP	FIRE ALARM CC	BUILDING IMPROVEME	CAPITAL PROJECTS	16,513.24
	FIRE ALARM CC	BUILDING IMPROVEME	CAPITAL PROJECTS	<u>3,935.43</u>
			TOTAL:	20,448.67
KATHERINE FORESTER	NITES ON PINE BAND	GENERAL FUND	ECONOMIC DEVELOPMENT	<u>3,000.00</u>
			TOTAL:	3,000.00
KIDZ TALENT ACADEMY	KIDDIE GYM & TUMBLING 07/2	GENERAL FUND	SPECIAL CLASSES	584.35
	YOUTH GYM & TUMBLING 07/25	GENERAL FUND	SPECIAL CLASSES	<u>243.75</u>
			TOTAL:	828.10
KIMBALL MIDWEST	ASPHALT PAINT 06/25	GENERAL FUND	STREET MAINTENANCE	<u>242.16</u>
			TOTAL:	242.16
KINETIC PERSONNEL GROUP	AP SPECIALIST SVCS 08/25	GENERAL FUND	FINANCE	1,271.94
	AP SPECIALIST SVCS 08/25	GENERAL FUND	FINANCE	<u>1,372.56</u>
			TOTAL:	2,644.50
KN BUILDERS GROUP	PW FLOORING & PAINTING	GENERAL FUND	BUILDING MAINTENANCE	35,108.11
	CH INSTALLATION & REPAIR	GENERAL FUND	BUILDING MAINTENANCE	<u>3,650.00</u>
			TOTAL:	38,758.11
KRONOS SASHR INC	PAYROLL SVC FEE 07/25	GENERAL FUND	FINANCE	3,946.37
	PAYROLL UKG SVCS 07/25	GENERAL FUND	FINANCE	<u>12.75</u>
			TOTAL:	3,959.12
LA HERRADURA MOBIL DETAIL	CAR WASHES 07/21/25	GARAGE FUND	GARAGE	740.00
	CAR WASHES 07/21/25	GARAGE FUND	GARAGE	90.00
	PD CAR WASHES 07/28/2025	GARAGE FUND	GARAGE	130.00
	PW CAR WASHES 07/28/2025	GARAGE FUND	GARAGE	450.00
	PD CAR WASHES 08/04/25	GARAGE FUND	GARAGE	705.00
	PD CAR WASHES 08/11/25	GARAGE FUND	GARAGE	180.00
	PW CAR WASHES 08/11/25	GARAGE FUND	GARAGE	225.00
	REC CAR WASHES 08/11/25	GARAGE FUND	GARAGE	<u>45.00</u>
			TOTAL:	2,565.00

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VENDOR NAME		DESCRIPTION	FUND	DEPARTMENT	AMOUNT
LEXIPOL, LLC		FY25/26 LE POLICY MANUAL &	GENERAL FUND	POLICE ADMINISTRATION	9,753.96
				TOTAL:	9,753.96
LIEBERT CASSIDY WHITMORE		INVESTIGATION SVCS 04/25	GENERAL FUND	CITY ATTORNEY	748.00
		GENERAL SVCS 05/25	GENERAL FUND	CITY ATTORNEY	1,311.50
				TOTAL:	2,059.50
LOS ALAMITOS LOCK SERVICE		LAUREL PARK LOCK REPLACEME	GENERAL FUND	PARK MAINTENANCE	1,149.00
		ACCESS CTRL SYSTM	GENERAL FUND	BUILDING MAINTENANCE	793.48
		ACCESS CTRL PROJ C/O #2	GENERAL FUND	BUILDING MAINTENANCE	5,408.20
				TOTAL:	7,350.68
LOS ALTOS TROPHY		EMPLOYEE NAME PLATES 07/25	GENERAL FUND	FINANCE	36.71
		CITY LAPEL PINS (250)	GENERAL FUND	COMMUNITY DEVEL ADMIN	684.59
				TOTAL:	721.30
LOWE'S		BLDG MAINT SUPPLIES GYM	GENERAL FUND	BUILDING MAINTENANCE	24.20
		BLDG MAINT SUPPLIES GYM	GENERAL FUND	BUILDING MAINTENANCE	116.30
				TOTAL:	140.50
M&N COASTLINE AUTO & TIRE SERVICE		PD-48-2 VEHICLE SVCS 07/25	GARAGE FUND	GARAGE	1,269.31
				TOTAL:	1,269.31
MAC'S LIFT GATE, INC		PW-13 LIFT GATE	GARAGE FUND	GARAGE	4,456.43
		PW-14 LIFT GATE	GARAGE FUND	GARAGE	4,539.24
				TOTAL:	8,995.67
MAD SCIENCE		DESTINATION EARTH	GENERAL FUND	SPECIAL CLASSES	1,363.20
		LITTLE SCIENTIST LAB 08/11	GENERAL FUND	SPECIAL CLASSES	972.80
				TOTAL:	2,336.00
MAMA SAID ENTERTAINMENT		CELEBRATE LOS AL BAND 09/2	GENERAL FUND	NON-DEPARTMENTAL	2,500.00
				TOTAL:	2,500.00
MANHATTAN STITCHING COMPANY, INC.		PRESCHOOL SUPPLIES	GENERAL FUND	SPECIAL CLASSES	543.06
				TOTAL:	543.06
MISC. VENDOR	RENEW BY ANDERSON	RENEW BY ANDERSON:REFUND	GENERAL FUND	NON-DEPARTMENTAL	158.00
	RENEWAL BY ANDERSON	RENEWAL BY ANDERSON:REFUND	GENERAL FUND	NON-DEPARTMENTAL	158.00
	LINDSEY NEAG	LINDSEY NEAG:REFUND	GENERAL FUND	NON-DEPARTMENTAL	237.00
	CHERYL COGGESHALL	CHERYL COGGESHALL:REFUND	GENERAL FUND	NON-DEPARTMENTAL	931.00
	CAROL HANAKI	CAROL HANAKI: REFUND CLASS	GENERAL FUND	NON-DEPARTMENTAL	74.00
	OC BAR ASSOCIATION	OC BAR ASSOCIATION:REFUND	GENERAL FUND	NON-DEPARTMENTAL	53.00
	ADRIAN EUSEBIO	ADRIAN EUSEBIO:REFUND	GENERAL FUND	NON-DEPARTMENTAL	134.00
	TIANA TRUONG	TIANA TRUONG:CLASS REFUND	GENERAL FUND	NON-DEPARTMENTAL	70.00
	PHUONG LY	PHUONG LY: CLASS REFUND	GENERAL FUND	NON-DEPARTMENTAL	70.00
	PHUONG LY	PHUONG LY: CLASS REFUND	GENERAL FUND	NON-DEPARTMENTAL	70.00
	TIANA TRUONG	TIANA TRUONG: CLASS REFUND	GENERAL FUND	NON-DEPARTMENTAL	70.00
	ADRIAN EUSEBIO	ADRIAN EUSEBIO: REFUND 06/	GENERAL FUND	NON-DEPARTMENTAL	134.00
	GRACE COMMUNITY CHURCH	GRACE COMMUNITY CHURCH:REF	GENERAL FUND	NON-DEPARTMENTAL	150.00
	RYAN ELMORE	RYAN ELMORE: CLASS REFUND	GENERAL FUND	NON-DEPARTMENTAL	105.00
	ERIN HILLS	ERIN HILLS:REFUND	GENERAL FUND	NON-DEPARTMENTAL	25.00
	VICTOR BRAVO	VICTOR BRAVO: REFUND	GENERAL FUND	NON-DEPARTMENTAL	71.00
				TOTAL:	2,510.00
MOLLY H. KNOX		FITNESS WITH MOLLY 07/25	GENERAL FUND	SPECIAL CLASSES	315.00

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VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	315.00
MOVIES BY KIDS-O.C.	YOUTUBE STYLE VIDEOS 7/14-	GENERAL FUND	SPECIAL CLASSES	1,596.00
	MINECRAFT MOVIES 08/04-08/	GENERAL FUND	SPECIAL CLASSES	<u>320.00</u>
			TOTAL:	1,916.00
MV CHENG ASSOCIATES, INC.	HR CONSULTANT 06/25	GENERAL FUND	ADMINISTRATION	6,840.00
	HR CONSULTANT 07/25	GENERAL FUND	ADMINISTRATION	6,720.00
	ACCT CONSULT SVCS 07/25 L	GENERAL FUND	FINANCE	9,167.50
	ACCT CONSULT SVCS 07/25 J	GENERAL FUND	FINANCE	<u>190.00</u>
			TOTAL:	22,917.50
NEWPORT EXTERMINATING	CITYHALL PEST CTRL 06/25	GENERAL FUND	BUILDING MAINTENANCE	<u>345.00</u>
			TOTAL:	345.00
NORM'S AUTOMOTIVE CENTER, INC.	PD-30 TIRE SVCS 09/24	GARAGE FUND	GARAGE	200.00
	PD-2 VEHICLE SVCS 11/24	GARAGE FUND	GARAGE	54.95
	PD-30 VEHICLE SVCS 06/25	GARAGE FUND	GARAGE	54.95
	PW-9 VEHICLE SVCS 07/25	GARAGE FUND	GARAGE	82.75
	PW-8 VEHICLE SVCS 07/25	GARAGE FUND	GARAGE	82.75
	PD 48-8 VEHICLE SVCS 07/25	GARAGE FUND	GARAGE	498.51
	PD-18 VEHICLE SVCS 07/25	GARAGE FUND	GARAGE	74.50
	PW-13 VEHICLE SVCS 07/25	GARAGE FUND	GARAGE	64.95
	PD DETECTIVE VEH SVCS 07/2	GARAGE FUND	GARAGE	74.50
	PD DETECTIVE VEHICLE SVCS	GARAGE FUND	GARAGE	64.95
	PD 48-S2 VEHICLE SVCS 07/2	GARAGE FUND	GARAGE	64.95
	PD 48-3 VEHICLE SVCS 07/25	GARAGE FUND	GARAGE	64.95
	PD 48-7 VEHICLE SVCS 07/25	GARAGE FUND	GARAGE	740.77
	PD F150 VEHICLE SVCS 07/25	GARAGE FUND	GARAGE	64.95
	PD 48-6 VEHICLE SVCS 07/25	GARAGE FUND	GARAGE	1,358.03
	PD 48-8 VEHICLE SVCS 08/05	GARAGE FUND	GARAGE	<u>846.43</u>
			TOTAL:	4,392.89
OC CHIEFS OF POLICE & SHERIFFS ASSOCIA	MEMBERSHIP DUES FY25/26	GENERAL FUND	POLICE ADMINISTRATION	<u>500.00</u>
			TOTAL:	500.00
ORANGE COUNTY JUMPERS LLC	NITES ON PINE JUMPERS 08/2	GENERAL FUND	ECONOMIC DEVELOPMENT	650.00
	PARTY PACKAGE RENTAL 08/09	GENERAL FUND	COMMUNITY SERVICES	<u>300.00</u>
			TOTAL:	950.00
ORANGE COUNTY TRAINING MANAGER'S ASSOC	OCTMA DUES FY25/26	GENERAL FUND	COMMUNITY OUTREACH	<u>100.00</u>
			TOTAL:	100.00
ORIGINAL WATERMEN, INC.	AQUATIC UNIFORMS 02/25	GENERAL FUND	AQUATICS	<u>1,601.72</u>
			TOTAL:	1,601.72
PAPER RECYCLING SPECIALISTS	SHREDDING SVCS 08/25	LOS ALAMITOS TV	LOS ALAMITOS TV	<u>117.00</u>
			TOTAL:	117.00
PARKINSON'S EXERCISE PROGRAM FOR YOU	BOXING 09/08-12/08	GENERAL FUND	SPECIAL CLASSES	<u>875.00</u>
			TOTAL:	875.00
PORTAL LANGUAGES - LONG BEACH	SPANISH FOR KIDS 06/11-08/	GENERAL FUND	SPECIAL CLASSES	<u>164.00</u>
			TOTAL:	164.00
PRES TECH	IRRIGATION LOCATOR 08/25	GENERAL FUND	STREET MAINTENANCE	8,938.30

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VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
			TOTAL:	8,938.30
PRO FURNITURE INSTALLS	PW OFFICE FURNITURE	GENERAL FUND	BUILDING MAINTENANCE	8,660.25
			TOTAL:	8,660.25
PTS COMMUNICATIONS	PAYPHONE SVCS 08/25	GENERAL FUND	NON-DEPARTMENTAL	43.00
			TOTAL:	43.00
PUBLIC AGENCY RETIREMENT SERVICES AND	PAYMENT 20 PARS TRUST	GENERAL FUND	NON-DEPARTMENTAL	50,000.00
			TOTAL:	50,000.00
PUBLIC RISK INNOVATION SOLUTIONS AND M	CYBER LIABILITY PRGM FY25/	SELF INSURANCE TRU	INSURANCE	19,760.00
	MASTER CROM PRGM FY25/26	SELF INSURANCE TRU	INSURANCE	4,723.00
			TOTAL:	24,483.00
QUADIENT FINANCE USA, INC	POSTAGE REFILL 07/25	GENERAL FUND	NON-DEPARTMENTAL	1,354.28
			TOTAL:	1,354.28
QUADIENT LEASING USA, INC	POSTAGE LEASE 09/25-12/25	GENERAL FUND	NON-DEPARTMENTAL	574.41
			TOTAL:	574.41
RAINBOW CAREER COACHING	LAUGHTER YOGA 09/09-11/18	GENERAL FUND	SPECIAL CLASSES	2,500.00
			TOTAL:	2,500.00
RCA INVESTMENTS INC	PD MOTORCYLCE SVCS 06/26/2	GARAGE FUND	GARAGE	595.32
			TOTAL:	595.32
REPLICA GRAPHICS	PD SUPPLIES	GENERAL FUND	COMMUNITY OUTREACH	526.64
	PD BACKDROP	GENERAL FUND	COMMUNITY OUTREACH	386.82
			TOTAL:	913.46
RK SPORTS LLC	VOID SOCCER/TBALL 06/14-07/26	GENERAL FUND	SPECIAL CLASSES	685.75
	SOCCER/TBALL 06/14-07/26	GENERAL FUND	SPECIAL CLASSES	685.75
	VOID 8 SPORT MULTISPORT 06/14-0	GENERAL FUND	SPECIAL CLASSES	344.50
	8 SPORT MULTISPORT 06/14-0	GENERAL FUND	SPECIAL CLASSES	344.50
			TOTAL:	2,060.50
ROBERTSON'S	STREET CONCRETE SUPPLIES	GENERAL FUND	STREET MAINTENANCE	872.69
	STREET CONCRETE SUPPLIES	GENERAL FUND	STREET MAINTENANCE	1,705.65
			TOTAL:	2,578.34
ROGERS, ANDERSON, MALODY & SCOTT, LLP	AUDIT SVCS 24/25	GENERAL FUND	FINANCE	9,500.00
			TOTAL:	9,500.00
ROSELYNN TANDIAMA	ISLAND FITNESS 06/12/25	GENERAL FUND	SPECIAL CLASSES	7.80
	ISLAND FITNESS 06/19/25	GENERAL FUND	SPECIAL CLASSES	7.80
	ISLAND FITNESS 06/26/25	GENERAL FUND	SPECIAL CLASSES	7.80
	ISLAND FITNESS 07/10/25	GENERAL FUND	SPECIAL CLASSES	7.80
	ISLAND FITNESS 07/17/25	GENERAL FUND	SPECIAL CLASSES	7.80
	HULA DANCE FITNESS 6/12-7/	GENERAL FUND	SPECIAL CLASSES	123.50
			TOTAL:	162.50
RPW SERVICES	HERBICIDE TREATMENT 06/25	GENERAL FUND	STREET MAINTENANCE	2,700.00
			TOTAL:	2,700.00
SANTA ANA COLLEGE-OCSRTA	J MCLEOD PRE ACADEMY	GENERAL FUND	PATROL	115.00

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VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	J MCLEOD BASIC ACADEMY	GENERAL FUND	PATROL	1,357.00
			TOTAL:	1,472.00
SCORE SPORTS	SOCCER FIELD PAINT 06/30	GENERAL FUND	SPORTS	2,878.82
			TOTAL:	2,878.82
SEAN WADE OSOM TOONS	NITES ON PINE CARICATURE F	GENERAL FUND	ECONOMIC DEVELOPMENT	241.72
	NITES ON PINE CARICATURE F	GENERAL FUND	ECONOMIC DEVELOPMENT	241.72
			TOTAL:	483.44
SHINING LIGHT SOCIAL MEDIA	SOCIAL MEDIA SVCS 07/25	GENERAL FUND	ECONOMIC DEVELOPMENT	1,600.00
			TOTAL:	1,600.00
SIR SPEEDY PRINTING, SIGNS, MARKETING	SENIOR EXPO SIGNAGE 07/17/	GENERAL FUND	NON-DEPARTMENTAL	228.89
	CELEBRATE LOS AL BANNERS	GENERAL FUND	NON-DEPARTMENTAL	321.40
	SENIOR EXPO RAFFLE TICKETS	GENERAL FUND	NON-DEPARTMENTAL	148.86
	LEXINGTON BANNERS 07/25	GENERAL FUND	COMMUNITY DEVEL ADMIN	94.56
	BUSINESS CARDS NODA	GENERAL FUND	COMMUNITY DEVEL ADMIN	109.25
	REC BUSINESS CARDS 07/25	GENERAL FUND	RECREATION ADMINISTRAT	38.24
			TOTAL:	941.20
SITEONE LANDSCAPE SUPPLY	IRRIGATION SUPPLIES 08/25	GENERAL FUND	STREET MAINTENANCE	129.28
			TOTAL:	129.28
SOCA ARTS	PRINCESS BALLET 06/19-08/0	GENERAL FUND	SPECIAL CLASSES	783.25
	TOT PRINCESS BALLET 06/19-	GENERAL FUND	SPECIAL CLASSES	702.00
	HIP HOP 06/19-08/07	GENERAL FUND	SPECIAL CLASSES	562.25
			TOTAL:	2,047.50
SOCAL AUTO & TRUCK PARTS INC.	REC-2 BATTERY REPLACEMENT	GARAGE FUND	GARAGE	136.73
	PW-10 & PW-5 BATTERY REPLA	GARAGE FUND	GARAGE	470.29
			TOTAL:	607.02
SOCAL SEWER & WATER	PD RESTROOM MAINT FY24/25	GENERAL FUND	BUILDING MAINTENANCE	1,238.48
			TOTAL:	1,238.48
SOUTH COAST A.Q.M.D.	FY25/26 RENEWAL FEE	GENERAL FUND	BUILDING MAINTENANCE	565.63
	FY25/26 EMISSIONS FEE	GENERAL FUND	BUILDING MAINTENANCE	170.94
			TOTAL:	736.57
SOUTHERN CALIFORNIA EDISON	ELETRICITY BILL 06/2025	GENERAL FUND	STREET MAINTENANCE	67.41
	ELECTRICITY BILL 07/2025	GENERAL FUND	STREET MAINTENANCE	196.73
	FY24/25 SOCAL EDISON 07/25	GENERAL FUND	STREET MAINTENANCE	487.21
	FY25/26 SOCAL EDISON 07/25	GENERAL FUND	STREET MAINTENANCE	18,311.15
	ELETRICITY BILL 06/2025	GENERAL FUND	PARK MAINTENANCE	39.90
	ELETRICITY BILL 06/2025	GENERAL FUND	PARK MAINTENANCE	5.31
	ELECTRICITY BILL 07/2025	GENERAL FUND	PARK MAINTENANCE	120.59
	ELECTRICITY BILL 07/2025	GENERAL FUND	PARK MAINTENANCE	18.21
	FY24/25 SOCAL EDISON 07/25	GENERAL FUND	PARK MAINTENANCE	33.25
	FY24/25 SOCAL EDISON 07/25	GENERAL FUND	PARK MAINTENANCE	75.68
	FY25/26 SOCAL EDISON 07/25	GENERAL FUND	PARK MAINTENANCE	113.98
	FY25/26 SOCAL EDISON 07/25	GENERAL FUND	PARK MAINTENANCE	137.59
	OPERATING RENT 08/25-08/26	GENERAL FUND	PARK MAINTENANCE	2,117.50
	FY24/25 SOCAL EDISON 07/25	GENERAL FUND	BUILDING MAINTENANCE	8.75
	FY24/25 SOCAL EDISON 07/25	GENERAL FUND	BUILDING MAINTENANCE	1,353.70
	FY24/25 SOCAL EDISON 07/25	GENERAL FUND	BUILDING MAINTENANCE	1,701.75

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VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	FY25/26 SOCAL EDISON 07/25	GENERAL FUND	BUILDING MAINTENANCE	36.44
	FY25/26 SOCAL EDISON 07/25	GENERAL FUND	BUILDING MAINTENANCE	5,640.43
	FY25/26 SOCAL EDISON 07/25	GENERAL FUND	BUILDING MAINTENANCE	<u>7,090.65</u>
			TOTAL:	37,556.23
SOUTHERN CALIFORNIA GAS	SO CAL GAS 06/2025	GENERAL FUND	BUILDING MAINTENANCE	46.25
	SO CAL GAS 07/2025	GENERAL FUND	BUILDING MAINTENANCE	<u>88.29</u>
			TOTAL:	134.54
SPARKLETT'S DRINKING WATER	DRINKING WATER 05/25-06/25	GENERAL FUND	BUILDING MAINTENANCE	<u>75.27</u>
			TOTAL:	75.27
ST. OF CALIFORNIA DEPT. OF JUSTICE	LIVESCANS 05/2025	GENERAL FUND	NON-DEPARTMENTAL	96.00
	LIVESCANS 06/2025	GENERAL FUND	NON-DEPARTMENTAL	<u>32.00</u>
			TOTAL:	128.00
STANDARD INSURANCE COMPANY	STANDARD SEPTEMBER 2021	GENERAL FUND	CITY COUNCIL	107.20
	STANDARD SEPTEMBER 2021	GENERAL FUND	ADMINISTRATION	107.20
	STANDARD SEPTEMBER 2021	GENERAL FUND	FINANCE	107.20
	STANDARD SEPTEMBER 2021	GENERAL FUND	POLICE ADMINISTRATION	107.20
	STANDARD SEPTEMBER 2021	GENERAL FUND	PATROL	107.20
	STANDARD SEPTEMBER 2021	GENERAL FUND	INVESTIGATION	107.20
	STANDARD SEPTEMBER 2021	GENERAL FUND	RECORDS	107.20
	STANDARD SEPTEMBER 2021	GENERAL FUND	YOUTH SERVICES	107.20
	STANDARD SEPTEMBER 2021	GENERAL FUND	COMMUNITY DEVEL ADMIN	107.20
	STANDARD SEPTEMBER 2021	GENERAL FUND	PLANNING	107.20
	STANDARD SEPTEMBER 2021	GENERAL FUND	NEIGHBORHOOD PRESERVAT	107.20
	STANDARD SEPTEMBER 2021	GENERAL FUND	STREET MAINTENANCE	107.20
	STANDARD SEPTEMBER 2021	GENERAL FUND	BUILDING MAINTENANCE	107.20
	STANDARD SEPTEMBER 2021	GENERAL FUND	RECREATION ADMINISTRAT	<u>107.20</u>
			TOTAL:	1,500.80
STANFORD SOUND AND STAGE	SUMMER CONCERT STAGE 08/07	GENERAL FUND	NON-DEPARTMENTAL	1,775.00
	CONCERT STAGE RENTAL 07/24	GENERAL FUND	NON-DEPARTMENTAL	<u>1,775.00</u>
			TOTAL:	3,550.00
SUPERIOR PAVEMENT MARKINGS, INC.	PARKING STALL REMOVAL	GENERAL FUND	STREET MAINTENANCE	5,896.00
	BIKE LANE REMOVAL	GENERAL FUND	STREET MAINTENANCE	<u>8,326.00</u>
			TOTAL:	14,222.00
SUSAN SAXE-CLIFFORD, PH.D.	PYSCHOLOGICAL EVAL PEREZ 0	GENERAL FUND	NON-DEPARTMENTAL	<u>450.00</u>
			TOTAL:	450.00
THE ALBERT GROUP ARCHITECTS	CIVIC CTR ARCHITECT SVCS	GENERAL FUND	CAPITAL PROJECTS	<u>6,319.00</u>
			TOTAL:	6,319.00
THE CONVERSE PROFESSIONAL GROUP	ABESTOS SVCS 05/25-06/25	GENERAL FUND	BUILDING MAINTENANCE	752.58
	ASBESTOS SVCS 05/25-06/25	GENERAL FUND	BUILDING MAINTENANCE	<u>1,177.64</u>
			TOTAL:	1,930.22
THE FAMILY PLUMBER	CH2 RESTROOM LEAK DETECTIO	GENERAL FUND	BUILDING MAINTENANCE	<u>450.00</u>
			TOTAL:	450.00
THOMSON REUTERS - WEST	DETECTIVE SOFTWARE 07/25	TECHNOLOGY REPLACE	ADMINISTRATIVE SERVICE	<u>394.19</u>
			TOTAL:	394.19

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<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>FUND</u>	<u>DEPARTMENT</u>	<u>AMOUNT</u>
TOTAL COMPENSATION SYSTEMS, INC	GASB 75 VALUATION 2ND INST	GENERAL FUND	FINANCE	<u>1,260.00</u>
			TOTAL:	1,260.00
TOWNSEND PUBLIC AFFAIRS, INC.	CONSULTING SVCS 08/25	GENERAL FUND	ADMINISTRATION	4,000.00
	GRANT WRITING SVCS 08/25	GENERAL FUND	ADMINISTRATION	<u>2,000.00</u>
			TOTAL:	6,000.00
TRACY MILLER CONSULTING, INC.	CONSULTING SVCS 07/25	GENERAL FUND	ADMINISTRATION	<u>5,500.00</u>
			TOTAL:	5,500.00
TRAUMA INTERVENTION PROGRAMS, INC.	ANNUAL AGENCY USER FEE FY2	GENERAL FUND	POLICE ADMINISTRATION	<u>1,602.00</u>
			TOTAL:	1,602.00
TRIEPEI, SMITH & ASSOCIATES, INC	VIDEO PRODUCTION 03/25	LOS ALAMITOS TV	LOS ALAMITOS TV	<u>783.75</u>
			TOTAL:	783.75
TURBO DATA SYSTEMS, INC.	PKG PERMIT SOFTWARE 06/25	GENERAL FUND	NEIGHBORHOOD PRESERVAT	<u>946.62</u>
			TOTAL:	946.62
U.S. BANK	3RD OF JULY SUPPLIES	GENERAL FUND	NON-DEPARTMENTAL	50.34
	3RD OF JULY SUPPLIES	GENERAL FUND	NON-DEPARTMENTAL	131.08
	3RD OF JULY SUPPLIES	GENERAL FUND	NON-DEPARTMENTAL	300.00
	ADAPTIVE REC SUPPLIES	GENERAL FUND	NON-DEPARTMENTAL	19.60
	3RD OF JULY SUPPLIES	GENERAL FUND	NON-DEPARTMENTAL	70.04
	DINE & DOUGH PRGM	GENERAL FUND	NON-DEPARTMENTAL	2.49
	DINE & DOUGH PRGM	GENERAL FUND	NON-DEPARTMENTAL	57.54
	DINE & DOUGH PRGM	GENERAL FUND	NON-DEPARTMENTAL	25.74
	DINE & DOUGH PRGM	GENERAL FUND	NON-DEPARTMENTAL	38.62
	DINE & DOUGH PRGM	GENERAL FUND	NON-DEPARTMENTAL	14.00
	DINE & DOUGH SUPPLIES	GENERAL FUND	NON-DEPARTMENTAL	14.07
	DINE & DOUGH SUPPLIES	GENERAL FUND	NON-DEPARTMENTAL	77.97
	DINE & DOUGH SUPPLIES	GENERAL FUND	NON-DEPARTMENTAL	21.05
	DINE & DOUGH SUPPLIES	GENERAL FUND	NON-DEPARTMENTAL	113.04
	DINE & DOUGH SUPPLIES	GENERAL FUND	NON-DEPARTMENTAL	51.57
	DINE & DOUGH SUPPLIES	GENERAL FUND	NON-DEPARTMENTAL	12.97
	DINE & DOUGH ENTERTAINMENT	GENERAL FUND	NON-DEPARTMENTAL	132.00
	DINE & DOUGH SUPPLIES	GENERAL FUND	NON-DEPARTMENTAL	120.81
	GROCERY PRGM SUPPLIES	GENERAL FUND	NON-DEPARTMENTAL	31.16
	DINE & DOUGH SUPPLIES	GENERAL FUND	NON-DEPARTMENTAL	78.00
	DINE & DOUGH SUPPLIES	GENERAL FUND	NON-DEPARTMENTAL	172.66
	DINE & DOUGH PRGM	GENERAL FUND	NON-DEPARTMENTAL	34.13
	DINE & DOUGH PRGM	GENERAL FUND	NON-DEPARTMENTAL	37.16
	DINE & DOUGH PRGM 3RD	GENERAL FUND	NON-DEPARTMENTAL	23.93
	OF JULY SUPPLIES	GENERAL FUND	NON-DEPARTMENTAL	100.48
	ADAPTIVE REC SUPPLIES	GENERAL FUND	NON-DEPARTMENTAL	156.66
	DOBY ACC-OC 2025 TRIP	GENERAL FUND	CITY COUNCIL	2,100.00
	HASSLEBRINK ACC-OC DC TRIP	GENERAL FUND	CITY COUNCIL	2,100.00
	E NODA LBCC CONFERENCE	GENERAL FUND	CITY COUNCIL	675.00
	SHASSLEBRINK TRAVEL & TRAI	GENERAL FUND	CITY COUNCIL	614.97
	T DOBY TRAVEL & TRAINING	GENERAL FUND	CITY COUNCIL	614.97
	OCREGISTER.COM SUBSCRIPTIO	GENERAL FUND	ADMINISTRATION	52.00
	ILLUSTRATOR & AROBAT SUBS	GENERAL FUND	ADMINISTRATION	61.98
	OCREGISTER.COM JULY SUB	GENERAL FUND	ADMINISTRATION	52.00
	COUNCIL OC REGISTER	GENERAL FUND	ADMINISTRATION	26.00
	CANVA SUBSCRIPTION	GENERAL FUND	ADMINISTRATION	36.55
	CITY COUNCIL DINNER	GENERAL FUND	ADMINISTRATION	106.17

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VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	OFFICE SUPPLIES	GENERAL FUND	ADMINISTRATION	40.49
	OFFICE SUPPLIES	GENERAL FUND	ADMINISTRATION	54.96
	OFFICE SUPPLIES	GENERAL FUND	ADMINISTRATION	163.73
	IPAD REPAIR SVCS	GENERAL FUND	ADMINISTRATION	99.00
	EOQ SUMMER 25 PHOTO	GENERAL FUND	ADMINISTRATION	3.27
	EOQ SUMMER 25 PLAQUE	GENERAL FUND	ADMINISTRATION	37.49
	ADMIN OFFICE SUPPLIES	GENERAL FUND	ADMINISTRATION	90.76
	ADMIN OFFICE SUPPLIES	GENERAL FUND	ADMINISTRATION	34.08
	ADMIN OFFICE SUPPLIES	GENERAL FUND	ADMINISTRATION	41.05
	ADMIN OFFICE SUPPLIES	GENERAL FUND	ADMINISTRATION	13.99
	QUINTANAR, W CMCA CONFEREN	GENERAL FUND	ADMINISTRATION	650.00
	ORD 2025-05 GSW FRANCHISE	GENERAL FUND	ADMINISTRATION	124.00
	E NODA TRAVEL & TRAINING	GENERAL FUND	ADMINISTRATION	614.97
	ACC-OC 2025 ADVOCACY TRIP	GENERAL FUND	ADMINISTRATION	2,250.00
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	185.40
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	102.90
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	174.80
	WELCOME TRAINING	GENERAL FUND	FINANCE	174.00
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	67.60
	AUTHORIZE.NET SUBSCRIPTION	GENERAL FUND	FINANCE	10.00
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	12.93
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	103.17
	APPLE CLOUD SUBSCRIPTION	GENERAL FUND	FINANCE	0.99
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	15.26
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	55.32
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	128.87
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	38.01
	OBBA TRAINING	GENERAL FUND	FINANCE	50.00
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	98.75
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	66.62
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	133.69
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	21.36
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	13.66
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	51.38
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	54.35
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	84.51
	WSJ MONTHLY SUBSCRIPTION	GENERAL FUND	FINANCE	8.25
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	155.34
	GFOA SUBSCRIPTION	GENERAL FUND	FINANCE	190.00
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	21.30
	OFFICE SUPPLIES	GENERAL FUND	FINANCE	29.14
	TABLE CLOTHS	GENERAL FUND	POLICE ADMINISTRATION	40.00
	TABLE CLOTHS	GENERAL FUND	POLICE ADMINISTRATION	10.00
	MEAL TRAINING	GENERAL FUND	POLICE ADMINISTRATION	49.94
	PKG TRAINING	GENERAL FUND	POLICE ADMINISTRATION	77.00
	HOTEL TRAINING	GENERAL FUND	POLICE ADMINISTRATION	363.67
	PD DURANGO GAS	GENERAL FUND	POLICE ADMINISTRATION	113.47
	UNIFORMS	GENERAL FUND	POLICE ADMINISTRATION	286.17
	VENUE FEE	GENERAL FUND	POLICE ADMINISTRATION	2,500.00
	VENUE FEE	GENERAL FUND	POLICE ADMINISTRATION	2,500.00
	ON STAR SUBSCRIPTION	GENERAL FUND	POLICE ADMINISTRATION	15.00
	VENUE FEE	GENERAL FUND	POLICE ADMINISTRATION	1,544.48
	KITCHEN SUPPLIES	GENERAL FUND	POLICE ADMINISTRATION	844.87
	ON STAR SUBSCRIPTION	GENERAL FUND	POLICE ADMINISTRATION	11.99
	PELTON MEMBERSHIP	GENERAL FUND	POLICE ADMINISTRATION	44.00
	PD CAR WASHES	GENERAL FUND	POLICE ADMINISTRATION	421.60

<u>VENDOR NAME</u>	<u>DESCRIPTION</u>	<u>FUND</u>	<u>DEPARTMENT</u>	<u>AMOUNT</u>
	KITCHEN SUPPLIES	GENERAL FUND	POLICE ADMINISTRATION	8.22
	OFFICE SUPPLIES	GENERAL FUND	POLICE ADMINISTRATION	55.68
	KITCHEN SUPPLIES	GENERAL FUND	POLICE ADMINISTRATION	15.45
	KITCHEN SUPPLIES	GENERAL FUND	POLICE ADMINISTRATION	20.75
	KITCHEN SUPPLIES	GENERAL FUND	POLICE ADMINISTRATION	8.22
	PD FTO TRAINING	GENERAL FUND	PATROL	468.00
	PD OTS FORUM TRAINING	GENERAL FUND	PATROL	640.00
	PD FTO COURSE TRAINING	GENERAL FUND	PATROL	130.00
	COURSE TRAINING	GENERAL FUND	PATROL	135.23
	BUSINESS CARDS BRUCKI	GENERAL FUND	PATROL	90.51
	BUSINESS CARDS MIRZADEH	GENERAL FUND	PATROL	90.51
	DETECTIVE TRAINING	GENERAL FUND	INVESTIGATION	199.00
	RECORDS TRAINING	GENERAL FUND	RECORDS	458.00
	OFFICE SUPPLIES	GENERAL FUND	RECORDS	74.70
	OFFICE SUPPLIES	GENERAL FUND	RECORDS	39.63
	MICROSOFT POWER BI	GENERAL FUND	COMMUNICATIONS TECHNOL	78.30
	TIP A COP SUPPLIES	GENERAL FUND	COMMUNITY OUTREACH	62.93
	TIP A COP SUPPLIES	GENERAL FUND	COMMUNITY OUTREACH	42.37
	TIP A COP SUPPLIES	GENERAL FUND	COMMUNITY OUTREACH	15.28
	TIP A COP SUPPLIES	GENERAL FUND	COMMUNITY OUTREACH	12.43
	TIP A COP SUPPLIES	GENERAL FUND	COMMUNITY OUTREACH	6.54
	PD SPEC EVENTS SUPPLIES	GENERAL FUND	COMMUNITY OUTREACH	40.10
	TIP A COP SUPPLIES	GENERAL FUND	COMMUNITY OUTREACH	32.76
	TIP A COP SUPPLIES	GENERAL FUND	COMMUNITY OUTREACH	25.74
	MEAL TRAINING	GENERAL FUND	COMMUNITY OUTREACH	62.22
	OUTREACH SUPPLIES	GENERAL FUND	COMMUNITY OUTREACH	103.75
	OUTREACH SUPPLIES	GENERAL FUND	COMMUNITY OUTREACH	1,534.43
	OUTREACH SUPPLIES	GENERAL FUND	COMMUNITY OUTREACH	19.65
	OUTREACH SUPPLIES	GENERAL FUND	COMMUNITY OUTREACH	2,315.55
	OUTREACH SUPPLIES	GENERAL FUND	COMMUNITY OUTREACH	524.39
	OUTREACH SUPPLIES	GENERAL FUND	COMMUNITY OUTREACH	29.08
	OUTREACH SUPPLIES	GENERAL FUND	COMMUNITY OUTREACH	13.57
	OUTREACH SUPPLIES	GENERAL FUND	COMMUNITY OUTREACH	8.61
	OUTREACH SUPPLIES	GENERAL FUND	COMMUNITY OUTREACH	24.02
	OUTREACH SUPPLIES	GENERAL FUND	COMMUNITY OUTREACH	9.24
	OUTREACH SUPPLIES	GENERAL FUND	COMMUNITY OUTREACH	68.84
	VIP PRGM SUPPLIES	GENERAL FUND	EMERGENCY PREPAREDNESS	34.75
	K9 BOARDING	GENERAL FUND	K-9 UNIT	260.00
	K9 SUPPLIES	GENERAL FUND	K-9 UNIT	68.48
	K9 FOOD	GENERAL FUND	K-9 UNIT	106.01
	K9 BOARDING	GENERAL FUND	K-9 UNIT	325.00
	K9 SUPPLEMENTS	GENERAL FUND	K-9 UNIT	88.17
	K9 FOOD	GENERAL FUND	K-9 UNIT	145.03
	IPHONE SUBSCRIPTION	GENERAL FUND	COMMUNITY DEVEL ADMIN	2.99
	PW OFFICE SUPPLIES	GENERAL FUND	COMMUNITY DEVEL ADMIN	76.45
	MONTHLY SUBSCRIPTION 07/25	GENERAL FUND	COMMUNITY DEVEL ADMIN	82.99
	OFFICE SUPPLIES	GENERAL FUND	COMMUNITY DEVEL ADMIN	864.93
	OFFICE SUPPLIES	GENERAL FUND	COMMUNITY DEVEL ADMIN	39.93
	OFFICE SUPPLIES	GENERAL FUND	COMMUNITY DEVEL ADMIN	216.75
	SUPPLIES	GENERAL FUND	COMMUNITY DEVEL ADMIN	106.61
	ECARD SUBSCRIPTION	GENERAL FUND	COMMUNITY DEVEL ADMIN	20.00
	CH III OFFICE SUPPLIES	GENERAL FUND	COMMUNITY DEVEL ADMIN	332.33
	CH I SUPPLIES	GENERAL FUND	COMMUNITY DEVEL ADMIN	60.12
	NITES ON PINES SUPPLIES	GENERAL FUND	COMMUNITY DEVEL ADMIN	23.99
	PARKING SIGNS	GENERAL FUND	STREET MAINTENANCE	17.47
	OFFICE SUPPLIES	GENERAL FUND	STREET MAINTENANCE	203.57

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	SURVEILLANCE SIGN	GENERAL FUND	STREET MAINTENANCE	35.99
	SAFETY GEAR	GENERAL FUND	STREET MAINTENANCE	62.19
	BUILDING BOARDS	GENERAL FUND	PARK MAINTENANCE	26.72
	TEEN MENTORSHIP SUPPLIES	GENERAL FUND	PARK MAINTENANCE	602.19
	SAW CHAINS	GENERAL FUND	PARK MAINTENANCE	265.87
	LABAURDETTE PARK PAINT	GENERAL FUND	PARK MAINTENANCE	215.28
	DAY CAMP SUPPLIES	GENERAL FUND	BUILDING MAINTENANCE	73.42
	OFFICE SUPPLIES	GENERAL FUND	BUILDING MAINTENANCE	95.01
	GYM RENOVATION	GENERAL FUND	BUILDING MAINTENANCE	35.25
	GYM RENOVATION	GENERAL FUND	BUILDING MAINTENANCE	92.85
	PHRESH WATERS SUBSCRIPTION	GENERAL FUND	BUILDING MAINTENANCE	206.59
	DAY CAMP SUPPLIES	GENERAL FUND	BUILDING MAINTENANCE	42.20
	NITES ON PINE SUPPLIES	GENERAL FUND	ECONOMIC DEVELOPMENT	81.88
	NITES ON PINES SUPPLIES	GENERAL FUND	ECONOMIC DEVELOPMENT	39.15
	LEGACY BUSINESS TROPHY	GENERAL FUND	ECONOMIC DEVELOPMENT	235.48
	LEGACY BUSINESS MATERIALS	GENERAL FUND	ECONOMIC DEVELOPMENT	9.95
	CHAMBER BREAKFAST RECOGNIT	GENERAL FUND	ECONOMIC DEVELOPMENT	60.00
	RAMIREZ, BRITNEY	GENERAL FUND	CITY ENGINEER	1,824.48
	EV CHARGING	GENERAL FUND	CITY ENGINEER	1,824.48
	OFFICE SUPPLIES	GENERAL FUND	RECREATION ADMINISTRAT	218.48
	CPR RENEWAL	GENERAL FUND	RECREATION ADMINISTRAT	37.00
	CONTRACTUAL SRVC PRK SA ZO	GENERAL FUND	RECREATION ADMINISTRAT	402.00
	SPOTIFY SUBSCRIPTION	GENERAL FUND	RECREATION ADMINISTRAT	19.99
	REFUND SUPPLIES	GENERAL FUND	RECREATION ADMINISTRAT	24.30-
	OFFICE SUPPLIES	GENERAL FUND	RECREATION ADMINISTRAT	33.05
	MOVIE NIGHT SUPPLIES	GENERAL FUND	RECREATION ADMINISTRAT	92.03
	STAFF CPR CERTIFICATION	GENERAL FUND	RECREATION ADMINISTRAT	37.00
	STAFF CPR CERTIFICATION	GENERAL FUND	RECREATION ADMINISTRAT	37.00
	OFFICE SUPPLIES	GENERAL FUND	RECREATION ADMINISTRAT	52.42
	OFFICE SUPPLIES	GENERAL FUND	RECREATION ADMINISTRAT	40.29
	OFFICE SUPPLIES	GENERAL FUND	RECREATION ADMINISTRAT	53.52
	OFFICE SUPPLIES	GENERAL FUND	RECREATION ADMINISTRAT	16.38
	OFFICE SUPPLIES	GENERAL FUND	RECREATION ADMINISTRAT	319.22
	ECARD SUBSCRIPTION	GENERAL FUND	RECREATION ADMINISTRAT	20.00
	ECARD SUBSCRIPTION	GENERAL FUND	RECREATION ADMINISTRAT	20.00
	OFFICE SUPPLIES	GENERAL FUND	RECREATION ADMINISTRAT	19.65
	STAFF CPR RENEWAL	GENERAL FUND	RECREATION ADMINISTRAT	33.30
	DIRECT TV EOC	GENERAL FUND	RECREATION ADMINISTRAT	65.99
	STAFF CPR RENEWAL	GENERAL FUND	RECREATION ADMINISTRAT	37.00
	APPLE ICLOUD STORAGE	GENERAL FUND	RECREATION ADMINISTRAT	9.99
	VECTEEZY SUBSCRIPTION	GENERAL FUND	RECREATION ADMINISTRAT	108.00
	CONSTANT CONTACTS SUBSCRIP	GENERAL FUND	RECREATION ADMINISTRAT	422.75
	OFFICE SUPPLIES FY24/25	GENERAL FUND	RECREATION ADMINISTRAT	689.17
	OFFICE SUPPLIES FY24/25	GENERAL FUND	RECREATION ADMINISTRAT	10.99
	J SISOEV LBCC CONFERENCE	GENERAL FUND	RECREATION ADMINISTRAT	675.00
	C SIMMONS TRAVEL & TRAININ	GENERAL FUND	RECREATION ADMINISTRAT	614.97
	ACC-OC 2025 ADVOCACY TRIP	GENERAL FUND	RECREATION ADMINISTRAT	2,250.00
	AQUATICS SUPPLIES	GENERAL FUND	AQUATICS	42.08
	AQUATICS SUPPLIES	GENERAL FUND	AQUATICS	39.33
	FACILITY RENTAL SUPPLIES	GENERAL FUND	COMMUNITY SERVICES	48.75
	UNITED SUPPLIES	GENERAL FUND	DAY CAMP	69.65
	DAY CAMP EXCURSION	GENERAL FUND	DAY CAMP	298.00
	DAY CAMP EXCURSION	GENERAL FUND	DAY CAMP	98.00
	DAY CAMP EXCURSION	GENERAL FUND	DAY CAMP	1,400.00
	DAY CAMP EXCURSION	GENERAL FUND	DAY CAMP	1,454.00
	DAY CAMP SUPPLIES	GENERAL FUND	DAY CAMP	8.70

WARRANTS 08/2025

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	SPECIALTY CAMP SUPPLIES	GENERAL FUND	DAY CAMP	96.12
	DAY CAMP EXCURSION	GENERAL FUND	DAY CAMP	1,500.00
	DAY CAMP EXCURSION	GENERAL FUND	DAY CAMP	955.46
	SPECIALTY DAY CAMP SUPPLIE	GENERAL FUND	DAY CAMP	8.08
	DAY CAMP SUPPLIES	GENERAL FUND	DAY CAMP	15.97
	DAY CAMP SUPPLIES	GENERAL FUND	DAY CAMP	38.72
	DAY CAMP SUPPLIES	GENERAL FUND	DAY CAMP	299.33
	DAY CAMP SUPPLIES	GENERAL FUND	DAY CAMP	226.24
	DAY CAMP EXCURSION	GENERAL FUND	DAY CAMP	284.50
	DAY CAMP SUPPLIES	GENERAL FUND	DAY CAMP	46.85
	DAY CAMP EXCURSION	GENERAL FUND	DAY CAMP	42.00
	DAY CAMP SUPPLIES	GENERAL FUND	DAY CAMP	365.93
	DAY CAMP SUPPLIES	GENERAL FUND	DAY CAMP	21.59
	DAY CAMP SUPPLIES	GENERAL FUND	DAY CAMP	21.27
	SAM'S CLUB MEMBERSHIP	GENERAL FUND	DAY CAMP	55.25
	DAY CAMP SUPPLIES	GENERAL FUND	DAY CAMP	123.24
	DAY CAMP SUPPLIES	GENERAL FUND	DAY CAMP	65.52
	DAY CAMP SUPPLIES	GENERAL FUND	DAY CAMP	30.58
	DAY CAMP SUPPLIES	GENERAL FUND	DAY CAMP	137.64
	DAY CAMP SUPPLIES	GENERAL FUND	DAY CAMP	44.11
	DAY CAMP SUPPLIES	GENERAL FUND	DAY CAMP	117.38
	DAY CAMP SUPPLIES	GENERAL FUND	DAY CAMP	34.54
	MOBILE REC SUPPLIES	GENERAL FUND	PLAYGROUNDS	32.72
	MOBILE REC SUPPLIES	GENERAL FUND	PLAYGROUNDS	113.22
	MOBILE REC SUPPLIES	GENERAL FUND	PLAYGROUNDS	60.05
	MOBILE REC SUPPLIES	GENERAL FUND	PLAYGROUNDS	175.58
	PARKS PRGM SUPPLIES	GENERAL FUND	PLAYGROUNDS	157.04
	PARK PRGM SUPPLIES	GENERAL FUND	PLAYGROUNDS	89.64
	FY 24/25 PARK PRGM SUPPLIE	GENERAL FUND	PLAYGROUNDS	31.16
	FY 24/25 PRK PRGM SUPPLIES	GENERAL FUND	PLAYGROUNDS	76.97
	FY 24/25 PRK PRGM SUPPLIES	GENERAL FUND	PLAYGROUNDS	57.86
	FY 24/25 PARK SCOOTER JUNG	GENERAL FUND	PLAYGROUNDS	226.00
	FY 24/25 PARKS PRGM SUPPLI	GENERAL FUND	PLAYGROUNDS	31.44
	FY 24/25 PARK CINEMARK ADD	GENERAL FUND	PLAYGROUNDS	236.25
	T-BALL MEDALS FY24/25	GENERAL FUND	SPORTS	78.52
	SPORTS WAGON FY24/25	GENERAL FUND	SPORTS	152.94
	GOODIE BAGS FY24/25	GENERAL FUND	SPORTS	27.30
	SPORTS SUPPLIES FY24/25	GENERAL FUND	SPORTS	42.82
	TABLE TENNIS PRIZES	GENERAL FUND	SPORTS	97.44
	FOOTBALL SUPPLIES	GENERAL FUND	SPORTS	58.88
	T-BALL SUPPLIES	GENERAL FUND	SPORTS	25.72
	T-BALL SUPPLIES	GENERAL FUND	SPORTS	45.87
	PRESCHOOL SUPPLIES	GENERAL FUND	SPECIAL CLASSES	510.25
	ANDERSON, ALIX 24/25	GENERAL FUND	SPECIAL CLASSES	4.79
	REC FLOOR MAT SERVICE	GENERAL FUND	SPECIAL CLASSES	111.79
	REC FLOOR MAT SERVICE	GENERAL FUND	SPECIAL CLASSES	111.79
	SENIOR PRGM SUPPLIES	GENERAL FUND	SPECIAL CLASSES	706.50
	PRESCHOOL SUPPLIES	GENERAL FUND	SPECIAL CLASSES	196.05
	PRESCHOOL SUPPLIES	GENERAL FUND	SPECIAL CLASSES	94.86
	PRESCHOOL SUPPLIES	GENERAL FUND	SPECIAL CLASSES	145.41
	MOVIE NIGHT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	1,085.00
	SUNSET YOGA SUPPLIES	GENERAL FUND	SPECIAL EVENTS	31.95
	DOG PARK SUPPLIES	GENERAL FUND	SPECIAL EVENTS	244.72
	FLOWER SEED GIVEAWAY	GENERAL FUND	SPECIAL EVENTS	96.11
	REC PICKLEBALL MEDALS	GENERAL FUND	SPECIAL EVENTS	60.37
	T-BALL MEDALS FY24/25	GENERAL FUND	SPECIAL EVENTS	42.48

WARRANTS 08/2025

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	REC PICKLEBALL PRIZES	GENERAL FUND	SPECIAL EVENTS	20.16
	REC PICKLEBALL PRIZES	GENERAL FUND	SPECIAL EVENTS	6.72
	SPORTS SUPPLIES FY24/25	GENERAL FUND	SPECIAL EVENTS	78.64
	PICKLEBALL SUPPLIES	GENERAL FUND	SPECIAL EVENTS	141.22
	PCIKLEBALL SUPPLIES	GENERAL FUND	SPECIAL EVENTS	33.20
	PICKLEBALL SUPPLIES	GENERAL FUND	SPECIAL EVENTS	10.91
	PICKLEBALL SUPPLIES	GENERAL FUND	SPECIAL EVENTS	81.78
	PICKLEBALL PRIZES	GENERAL FUND	SPECIAL EVENTS	200.00
	EVENT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	7.64
	EVENT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	39.09
	PAWS IN THE PARK	GENERAL FUND	SPECIAL EVENTS	70.34
	PAWS IN THE PARK	GENERAL FUND	SPECIAL EVENTS	101.57
	EVENT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	289.48
	EVENT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	125.48
	EVENT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	605.58
	EVENT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	42.36
	EVENT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	272.24
	EVENT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	10.91
	EVENT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	163.83
	EVENT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	32.85
	PARKS & REC MONTH SUPPLIES	GENERAL FUND	SPECIAL EVENTS	39.32
	PARKS & REC MONTH SUPPLIES	GENERAL FUND	SPECIAL EVENTS	63.92
	DONATION DRIVE SUPPLIES	GENERAL FUND	SPECIAL EVENTS	48.04
	MOVIE NIGHT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	64.08
	MOVIE NIGHT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	10.91
	MOVIE NIGHT SUPPLIES	GENERAL FUND	SPECIAL EVENTS	96.76
	DONATION DRIVE SUPPLIES	GENERAL FUND	SPECIAL EVENTS	403.99
	PD RECRUIT PHYS AGILITY TE	GENERAL FUND	NON-DEPARTMENTAL	1,200.00
	CARB FEE	GARAGE FUND	GARAGE	0.93
	CARB FEE	GARAGE FUND	GARAGE	31.18
	EV CHARGING	GARAGE FUND	GARAGE	49.16
	EV CHARGING	GARAGE FUND	GARAGE	52.47
	EV CHARGING	GARAGE FUND	GARAGE	44.61
	EV CHARGING	GARAGE FUND	GARAGE	47.00
	MARQUEZ, JAVIER 24/25	GARAGE FUND	GARAGE	46.48
	PD ACOSTA SMOG CHECK	GARAGE FUND	GARAGE	96.75
	PD SRO SMOG CHECK	GARAGE FUND	GARAGE	89.95
	PD 48-S SMOG CHECK	GARAGE FUND	GARAGE	89.95
	PD 48-S2 SMOG CHECK	GARAGE FUND	GARAGE	89.95
	PD 48-3 SMOG CHECK	GARAGE FUND	GARAGE	95.00
	PD 48-8 SMOG CHECK	GARAGE FUND	GARAGE	86.75
	PD 48-7 SMOG CHECK	GARAGE FUND	GARAGE	96.75
	PD 48-6 SMOG CHECK	GARAGE FUND	GARAGE	86.75
	FUEL	GARAGE FUND	GARAGE	140.49
	POPL TEAMS SUBSCRIPTION	TECHNOLOGY REPLACE	ADMINISTRATIVE SERVICE	1,677.60
	IT SUPPLIES	TECHNOLOGY REPLACE	ADMINISTRATIVE SERVICE	89.65
	IT SUPPLIES	TECHNOLOGY REPLACE	ADMINISTRATIVE SERVICE	43.67
			TOTAL:	66,557.90
ULINE, INC.	JANITORIAL SUPPLIES 04/25	GENERAL FUND	BUILDING MAINTENANCE	2,130.75
	JANITORIAL SUPPLIES 06/25	GENERAL FUND	BUILDING MAINTENANCE	2,130.75
	MOVING BOXES SUPPLIES	GENERAL FUND	BUILDING MAINTENANCE	286.26
	MOVING BOXES SUPPLIES	GENERAL FUND	BUILDING MAINTENANCE	286.26
	PW SUPPLIES - LOCKERS	GENERAL FUND	BUILDING MAINTENANCE	1,704.01
	CREDIT MEMO: SUPPLIES	GENERAL FUND	BUILDING MAINTENANCE	3,408.02-
	PW SUPPLIES - LOCKERS	GENERAL FUND	BUILDING MAINTENANCE	1,704.01

WARRANTS 08/2025

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	JANITORIAL SVCS 06/25	GENERAL FUND	BUILDING MAINTENANCE	846.76
	JANITORIAL SUPPLIES 04/25	GENERAL FUND	BUILDING MAINTENANCE	<u>846.76</u>
			TOTAL:	6,527.54
UNDERGROUND SERVICE ALERT OF SO CAL	DIG ALERT 08/25	GENERAL FUND	STREET MAINTENANCE	<u>80.00</u>
			TOTAL:	80.00
UNITED RENTALS NORTH AMERICA INC.	FORKLIFT RENTAL 06/25	GENERAL FUND	CAPITAL PROJECTS	<u>902.01</u>
			TOTAL:	902.01
VERIZON	VEHICLE GPS SVCS 08/25	GENERAL FUND	COMMUNITY DEVEL ADMIN	<u>480.00</u>
			TOTAL:	480.00
VESTIS GROUP INC	UNIFORMS RENTAL 06/23/25	GENERAL FUND	STREET MAINTENANCE	350.94
	UNIFORM RENTAL 07/28/25	GENERAL FUND	STREET MAINTENANCE	202.06
	UNIFORMS RENTAL 08/04/25	GENERAL FUND	STREET MAINTENANCE	<u>151.00</u>
			TOTAL:	704.00
VOYAGER FLEET SYSTEMS, INC.	FLEET FUEL 07/25	GARAGE FUND	GARAGE	10,356.23
	FLEET FUEL 07/25 TAX ADJ	GARAGE FUND	GARAGE	<u>395.90</u>
			TOTAL:	9,960.33
WEST COAST ARBORISTS, INC.	TREE MAINT SVCS	GENERAL FUND	PARK MAINTENANCE	<u>1,790.00</u>
			TOTAL:	1,790.00
WESTCOR ENVIRONMENTAL INC	ASBESTOS ABATEMENT 06/25	GENERAL FUND	BUILDING MAINTENANCE	<u>17,512.00</u>
			TOTAL:	17,512.00
WEX HEALTH, INC.	FSA MONTHLY 07/25	GENERAL FUND	NON-DEPARTMENTAL	<u>58.50</u>
			TOTAL:	58.50
WHITTIER FERTILIZER COMPANY	PLAYGROUND CHIPS MAINT	GENERAL FUND	PARK MAINTENANCE	<u>4,867.09</u>
			TOTAL:	4,867.09
WILLDAN ENGINEERING	PW MGR CONSULT 05/25	GENERAL FUND	CITY ENGINEER	10,425.00
	DS DEPUTY DIR CONSULT 05/25	GENERAL FUND	CITY ENGINEER	15,525.00
	ASST CITY ENGINEER 05/25	GENERAL FUND	CITY ENGINEER	750.00
	CITY ENGINEERING 05/25	GENERAL FUND	CITY ENGINEER	9,342.00
	PLAN CHECK 05/25	GENERAL FUND	CITY ENGINEER	9,822.00
	CITY ENGINEERING 05/25	GENERAL FUND	CITY ENGINEER	8,237.00
	PLAN CHECK 06/25	GENERAL FUND	CITY ENGINEER	12,785.25
	CITY ENGINEER 06/25	GENERAL FUND	CITY ENGINEER	7,935.00
	PW MGR CONSULT 06/25	GENERAL FUND	CITY ENGINEER	17,700.00
	DS DEPUTY DIR CONSULT 06/25	GENERAL FUND	CITY ENGINEER	10,500.00
	ASST CITY ENGINEER 06/25	GENERAL FUND	CITY ENGINEER	1,650.00
	CIP 24/25-09 STRIPING 05/2	GENERAL FUND	CITY ENGINEER	756.00
	LABOR COMPLIANCE REVIEW 06/25	GENERAL FUND	CITY ENGINEER	288.75
	LABOR COMPLIANCE REVIEW 06/25	GENERAL FUND	CITY ENGINEER	82.50
	LABOR COMPLIANCE REVIEW 06/25	GENERAL FUND	CITY ENGINEER	82.50
	CITY ENGINEER 06/25	GENERAL FUND	CITY ENGINEER	10,546.00
	CITY SIGN INVENTORY 05/25	GENERAL FUND	CITY ENGINEER	1,536.00
	SIGNAL DESIGN 06/25	GENERAL FUND	CITY ENGINEER	394.00
	CITY SIGN INVENTORY 06/25	GENERAL FUND	CITY ENGINEER	306.25
	TRAFFICE ENGINEER 06/25	GENERAL FUND	CITY ENGINEER	5,525.00
	EV CHARGING STATION 06/25	GENERAL FUND	CITY ENGINEER	1,202.50
	CIP 23/24-03 MEAS Y 05/25	GENERAL FUND	CAPITAL PROJECTS	4,892.75

WARRANTS 08/2025

VENDOR NAME	DESCRIPTION	FUND	DEPARTMENT	AMOUNT
	CIP 23/24-03 MEASURE Y 06/25	GENERAL FUND	CAPITAL PROJECTS	4,027.25
	CIP 24/25-06 BLOOMFIELD 05	GENERAL FUND	CAPITAL PROJECTS	678.00
	CIP 23/24-03 MEAS Y 05/25	GENERAL FUND	CAPITAL PROJECTS	1,712.50
	CIP 24/25-06 BLOOMFIELD 05/25	GENERAL FUND	CAPITAL PROJECTS	18,065.75
	CIP 24/25-05 PINE ST 05/25	GENERAL FUND	CAPITAL PROJECTS	2,636.00
	PMP UPGRADE 05/25	GENERAL FUND	CAPITAL PROJECTS	6,658.00
	CIP 24/25-05 PINE ST 06/25	GENERAL FUND	CAPITAL PROJECTS	5,160.50
	PMP UPGRADE 06/25	GENERAL FUND	CAPITAL PROJECTS	2,652.00
	SB1 24/25 ST PROJ 05/25	GAS TAX	CAPITAL PROJECTS	1,064.50
	CIP 23/24-06 KATELLA AVE 0	MEASURE M	CAPITAL PROJECTS	764.00
	CIP 24/25-07 KATELLA AVE 0	MEASURE M	CAPITAL PROJECTS	907.00
	GENERATOR PROJECT 05/25	FACILITY CAPITAL E	CAPITAL PROJECTS	1,422.00
	GENERATOR PROJECT 06/25	FACILITY CAPITAL E	CAPITAL PROJECTS	1,264.00
	GENERATOR PROJECT 05/25	FACILITY CAPITAL E	CAPITAL PROJECTS	6,109.00
	GENERATOR PROJECT 06/25	FACILITY CAPITAL E	CAPITAL PROJECTS	<u>636.00</u>
	TOTAL:			184,040.00
WILLDAN FINANCIAL SERVICES	DEV IMPACT STUDY 01/25	GENERAL FUND	CITY ENGINEER	2,155.00
	DEV IMPACT STUDY 02/25	GENERAL FUND	CITY ENGINEER	<u>1,329.00</u>
	TOTAL:			3,484.00
WOODRUFF & SMART, APC	GENERAL SVCS 06/25	GENERAL FUND	CITY ATTORNEY	19,232.19
	PROSECUTION SVCS 06/25	GENERAL FUND	CITY ATTORNEY	<u>3,240.00</u>
	TOTAL:			22,472.19

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

10	GENERAL FUND	1,479,551.02
20	GAS TAX	1,064.50
25	BUILDING IMPROVEMENT	20,448.67
26	MEASURE M	1,671.00
28	LOS ALAMITOS TV	42,532.43
50	GARAGE FUND	53,978.00
52	FACILITY CAPITAL EXPENSES	9,431.00
53	TECHNOLOGY REPLACEMENT	27,254.74
54	SELF INSURANCE TRUST	30,963.28

GRAND TOTAL: 1,666,894.64

Retirees Medical Reimbursement

Date: August 1, 2025

Number of Transactions: 12

Total Batch: \$8,681.54

209325)
Payroll Recap & Funding
Bi-Weekly Regular 08/01/2025

Pay Date: 08/01/2025

Payroll Overview

Payroll	Bi-Weekly Regular 08/01/2025
Pay Date	08/01/2025
# Employees	167
# Paid Employees	167
# Regular	167
# Pay Periods	1
Base Compensation Changes	52
New Hires	1

Employee Payments

	#	EE's	\$ Amount
Checks Paid By POD7 UK	2	2	1,030.49 ^D
Direct Deposits Debited	172	164	316,730.18 ^D
Total			317,760.67
(D) POD7 UKG Payroll Services Admin Debit			-317,760.67
Your Remaining Bank Account Liability			0.00
Vouchers Printed	2		
Vouchers Suppressed	0		

Taxes

	EIN	EE's	\$ Amount
FIT/EE	95-2133135	127	42,950.95 ^D
Additional Medi/EE	95-2133135	1	99.19 ^D
MEDI/ER	95-2133135	167	6,203.62 ^D
MEDI/EE	95-2133135	167	6,203.62 ^D
SIT:CA/EE	932-0185-3	115	16,480.00 ^D
Total			71,937.38
(D) POD7 UKG Payroll Services Admin Debit			-71,937.38
Your Remaining Tax Liability			0.00

Vendor Liabilities

	EE's	\$ Amount
Colorado Family Support	1	230.76 ^D
Total		230.76
(D) POD7 UKG Payroll Services Admin Debit		-230.76
Your Remaining Vendor Liability		0.00

Total

Total	389,928.81
POD7 UKG Payroll Services Admin Debit	-389,928.81
Total of Your Responsibility	0.00

Recap

POD7 UKG Payroll S	Date	Bank Account #	\$ Amount
Vendor Payment SPA	07/31/2025	xxxxxxxx8587	230.76
Tax Payment	07/31/2025	xxxxxxxx8587	71,937.38
Empl. Checks SPA	07/31/2025	xxxxxxxx8587	1,030.49
Empl. Dir. Dep. SPA	07/31/2025	xxxxxxxx8587	316,730.18
Total Debits			389,928.81

--More--

Recap - Continued

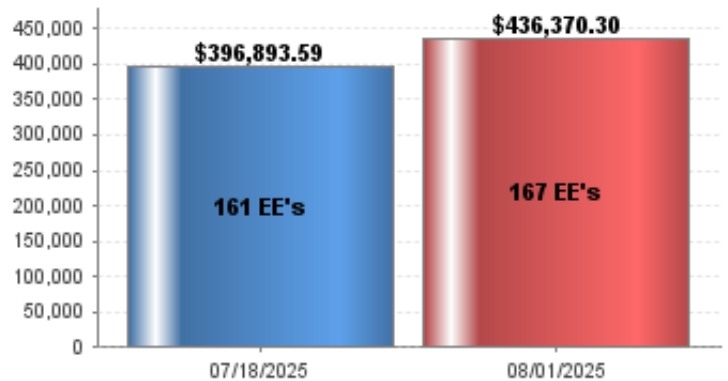
Cash Requirements: xxxxxxxx8587

	\$ Amount
Vendor Payment SPA	230.76
Tax Payment	71,937.38
Empl. Checks SPA	1,030.49
Empl. Dir. Dep. SPA	316,730.18
Total	389,928.81

General Ledger Summary

	Debit/Exp.	Credit/Liab.
Earning	436,370.30	
ER Deduction	84,609.93	
ER Tax (Offset)	6,203.62	
Check		1,030.49
ER Tax		6,203.62
Deduction		52,875.87
Tax		65,733.76
ER Deduction (Offset)		84,609.93
Direct Deposit		316,730.18
	527,183.85	527,183.85

Comparison To Last Pay Period - Gross Wages



BENEFITS & WITHHOLDINGS

City of Los Alamitos

Pay Period 07/13-07/26/2025

Check Date:08/01/2025

<u>Source</u>	<u>Deduction</u>	<u>Vendor</u>	<u>Total Amount</u>	<u>Total Amount (ER)</u>	<u>Total fund</u>
Employee	AFLAC PostTax	Aflac	\$ 65.48	- \$	65.48
Employee	AFLAC PreTax	Aflac	\$ 81.57	- \$	81.57
Employee	CalPers Deferred Comp	Calpers Def Comp	\$ 2,445.58	- \$	2,445.58
Employee	CalPers Deferred Comp Roth	Calpers Def Comp	\$ 543.28	- \$	543.28
Employee / Employer	CalPers MISC EE 8%	Calpers Retirement	\$ 5,386.75	\$ 10,834.08	16,220.83
Employee	CalPers Retirement	Calpers Retirement	\$ 481.97	- \$	481.97
Employee / Employer	CalPers Retirement MISC EE&ER	Calpers Retirement	\$ 9,355.75	\$ 9,609.28	18,965.03
Employee	CalPers Safety EE	Calpers Retirement	\$ 1,492.17	- \$	1,492.17
Employee	CalPers Safety EE B4	Calpers Retirement	\$ 2,619.79	- \$	2,619.79
Employee / Employer	CalPers Safety EE&ER	Calpers Retirement	\$ 10,205.69	\$ 10,383.80	20,589.49
Employer	CalPers Safety ER	Calpers Retirement	- \$	\$ 12,509.50	12,509.50
Employee	CalPers Survivors Benefit	Calpers Retirement	\$ 67.89	- \$	67.89
Employee	Child Support 1	Deducted	\$ 230.76	- \$	230.76
Employer	Dental Pre-Tax	Delta Dental	- \$	\$ 1,673.61	1,673.61
Employee	Employee Computer Loan	Computer Loan/CASH	\$ 48.08	- \$	48.08
Employee	Employee Voluntary Life	Life	\$ 288.13	- \$	288.13
Employee	FSA Dependent Care	FSA	\$ 192.31	- \$	192.31
Employee	FSA Medical Expense	FSA	\$ 1,236.14	- \$	1,236.14
Employee	ICMA Deferred Comp EE	ICMA	\$ 2,207.76	- \$	2,207.76
Employer	ICMA Deferred Comp ER	ICMA	- \$	\$ 958.00	958.00
Employee	ICMA Loan Repay	ICMA	\$ 990.40	- \$	990.40
Employee	ICMA Roth	ICMA	\$ 111.08	- \$	111.08
Employee	Long Term Disability	LT Disability	\$ 99.54	- \$	99.54
Employee / Employer	Medical Pre-Tax	Medical	\$ 7,215.85	\$ 35,266.00	42,481.85
Employee	Nationwide Retirement FT	Nationwide	\$ 2,655.06	- \$	2,655.06
Employee / Employer	Nationwide Retirement PT	Nationwide	\$ 2,994.07	\$ 2,994.09	5,988.16
Employee	Police Officer Dues	Dues	\$ 1,442.77	- \$	1,442.77
Employee	Teamsters Local 911	Dues	\$ 418.00	- \$	418.00
Employer	Vision Pre-Tax	Vision	- \$	\$ 381.57	381.57
			\$52,875.87	\$84,609.93	\$137,485.80

Payroll Recap & Funding

Pay Date: 08/15/2025

Bi-Weekly Regular 08/15/2025

Payroll Overview

Payroll	Bi-Weekly Regular 08/15/2025		
Pay Date	08/15/2025		
# Employees			165
# Paid Employees			165
# Regular	165		
# Pay Periods			1
Base Compensation Changes			1
New Hires			2
Terminations			1

Employee Payments

	#	EE's	\$ Amount
Checks Paid By POD7 UK	2	2	797.19 ^D
Direct Deposits Debited	171	162	313,643.58 ^D
Total			314,440.77
(D) POD7 UKG Payroll Services Admin Debit			-314,440.77
Your Remaining Bank Account Liability			0.00
Vouchers Printed	2		
Vouchers Suppressed	0		

Taxes

	EIN	EE's	\$ Amount
FIT/EE	95-2133135	128	42,068.23 ^D
Additional Medi/EE	95-2133135	1	98.08 ^D
MEDI/ER	95-2133135	165	6,146.37 ^D
MEDI/EE	95-2133135	165	6,146.37 ^D
SIT:CA/EE	932-0185-3	116	16,290.11 ^D
Total			70,749.16
(D) POD7 UKG Payroll Services Admin Debit			-70,749.16
Your Remaining Tax Liability			0.00

Vendor Liabilities

	EE's	\$ Amount
Colorado Family Support	1	230.76 ^D
Total		230.76
(D) POD7 UKG Payroll Services Admin Debit		-230.76
Your Remaining Vendor Liability		0.00

Total

Total	385,420.69
POD7 UKG Payroll Services Admin Debit	-385,420.69
Total of Your Responsibility	0.00

Recap

POD7 UKG Payroll S	Date	Bank Account #	\$ Amount
Vendor Payment SPA	08/14/2025	xxxxxxxx8587	230.76
Tax Payment	08/14/2025	xxxxxxxx8587	70,749.16
Empl. Checks SPA	08/14/2025	xxxxxxxx8587	797.19
Empl. Dir. Dep. SPA	08/14/2025	xxxxxxxx8587	313,643.58
Total Debits			385,420.69

--More--

Recap - Continued

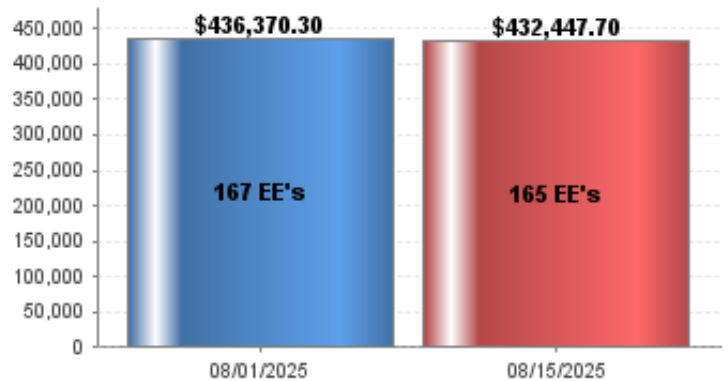
Cash Requirements: xxxxxxxx8587

	\$ Amount
Vendor Payment SPA	230.76
Tax Payment	70,749.16
Empl. Checks SPA	797.19
Empl. Dir. Dep. SPA	313,643.58
Total	385,420.69

General Ledger Summary

	Debit/Exp.	Credit/Liab.
Earning	432,447.70	
ER Deduction	84,514.94	
ER Tax (Offset)	6,146.37	
Check		797.19
ER Tax		6,146.37
Deduction		53,404.14
Tax		64,602.79
ER Deduction (Offset)		84,514.94
Direct Deposit		313,643.58
	523,109.01	523,109.01

Comparison To Last Pay Period - Gross Wages



BENEFITS & WITHHOLDINGS

City of Los Alamitos

Pay Period 07/27-08/09/2025

Check Date:08/15/2025

	<u>Source</u>	<u>Deduction</u>	<u>Vendor</u>	<u>Total Amount</u>	<u>Total Amount (ER)</u>	<u>Total fund</u>
Employee	AFLAC PostTax	Aflac	\$	65.48 -	\$	65.48
Employee	AFLAC PreTax	Aflac	\$	81.57 -	\$	81.57
Employee	CalPers Deferred Comp	Calpers Def Comp	\$	2,915.21 -	\$	2,915.21
Employee	CalPers Deferred Comp Loan	Calpers Def Comp	\$	165.32 -	\$	165.32
Employee	CalPers Deferred Comp Roth	Calpers Def Comp	\$	543.28 -	\$	543.28
Employee / Employer	CalPers MISC EE 8%	Calpers Retirement	\$	5,386.76 \$	10,834.11 \$	16,220.87
Employee	CalPers Retirement	Calpers Retirement	\$	481.97 -	\$	481.97
Employee / Employer	CalPers Retirement MISC EE&ER	Calpers Retirement	\$	9,511.62 \$	9,769.37 \$	19,280.99
Employee	CalPers Safety EE	Calpers Retirement	\$	1,492.17 -	\$	1,492.17
Employee	CalPers Safety EE B4	Calpers Retirement	\$	2,619.79 -	\$	2,619.79
Employee / Employer	CalPers Safety EE&ER	Calpers Retirement	\$	10,183.22 \$	10,360.93 \$	20,544.15
Employer	CalPers Safety ER	Calpers Retirement	-	\$	12,509.50 \$	12,509.50
Employee	CalPers Survivors Benefit	Calpers Retirement	\$	68.82 -	\$	68.82
Employee	Child Support 1	Deducted	\$	230.76 -	\$	230.76
Employer	Dental Pre-Tax	Delta Dental	-	\$	1,694.76 \$	1,694.76
Employee	Employee Computer Loan	Computer Loan/CASH	\$	48.08 -	\$	48.08
Employee	Employee Voluntary Life	Life	\$	288.13 -	\$	288.13
Employee	FSA Dependent Care	FSA	\$	192.31 -	\$	192.31
Employee	FSA Medical Expense	FSA	\$	1,236.14 -	\$	1,236.14
Employee	ICMA Deferred Comp EE	ICMA	\$	2,185.61 -	\$	2,185.61
Employer	ICMA Deferred Comp ER	ICMA	-	\$	958.00 \$	958.00
Employee	ICMA Loan Repay	ICMA	\$	990.40 -	\$	990.40
Employee	ICMA Roth	ICMA	\$	103.29 -	\$	103.29
Employee	Long Term Disability	LT Disability	\$	99.54 -	\$	99.54
Employee / Employer	Medical Pre-Tax	Medical	\$	7,237.00 \$	35,244.85 \$	42,481.85
Employee	Nationwide Retirement FT	Nationwide	\$	2,655.06 -	\$	2,655.06
Employee / Employer	Nationwide Retirement PT	Nationwide	\$	2,761.84 \$	2,761.85 \$	5,523.69
Employee	Police Officer Dues	Dues	\$	1,442.77 -	\$	1,442.77
Employee	Teamsters Local 911	Dues	\$	418.00 -	\$	418.00
Employer	Vision Pre-Tax	Vision	-	\$	381.57 \$	381.57
				\$53,404.14	\$84,514.94	\$137,919.08

Payroll Recap & Funding

Bi-Weekly Regular 08/29/2025

Pay Date: 08/29/2025

Payroll Overview

Payroll	Bi-Weekly Regular 08/29/2025		
Pay Date	08/29/2025		
# Employees			144
# Paid Employees			144
# Regular	144		
# Pay Periods			1

Employee Payments

	#	EE's	\$ Amount
Checks Paid By POD7 UK	1	1	367.59 ^D
Direct Deposits Debited	151	142	290,502.53 ^D
Total			290,870.12
(D) POD7 UKG Payroll Services Admin Debit			-290,870.12
Your Remaining Bank Account Liability			0.00
Vouchers Printed	1		
Vouchers Suppressed	0		

Taxes

	EIN	EE's	\$ Amount
FIT/EE	95-2133135	111	37,979.16 ^D
Additional Medi/EE	95-2133135	1	87.95 ^D
MEDI/ER	95-2133135	144	5,714.59 ^D
MEDI/EE	95-2133135	144	5,714.59 ^D
SIT:CA/EE	932-0185-3	100	15,217.76 ^D
Total			64,714.05
(D) POD7 UKG Payroll Services Admin Debit			-64,714.05
Your Remaining Tax Liability			0.00

Vendor Liabilities

	EE's	\$ Amount
Colorado Family Support	1	230.76 ^D
Total		230.76
(D) POD7 UKG Payroll Services Admin Debit		-230.76
Your Remaining Vendor Liability		0.00

Total

Total	355,814.93
POD7 UKG Payroll Services Admin Debit	-355,814.93
Total of Your Responsibility	0.00

Recap

POD7 UKG Payroll S	Date	Bank Account #	\$ Amount
Vendor Payment SPA	08/28/2025	xxxxxxxx8587	230.76
Tax Payment	08/28/2025	xxxxxxxx8587	64,714.05
Empl. Checks SPA	08/28/2025	xxxxxxxx8587	367.59
Empl. Dir. Dep. SPA	08/28/2025	xxxxxxxx8587	290,502.53
Total Debits			355,814.93

--More--

Recap - Continued

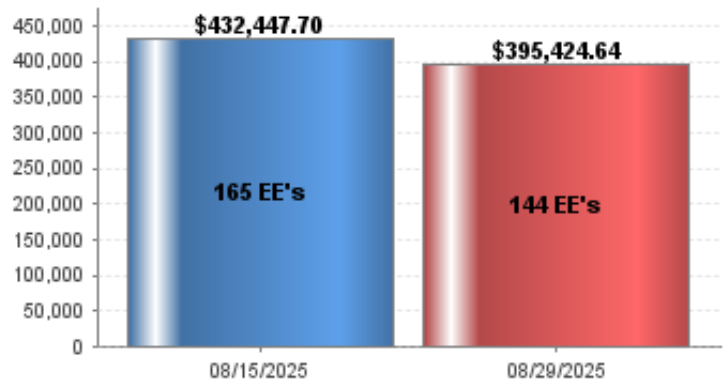
Cash Requirements: xxxxxxxx8587

	\$ Amount
Vendor Payment SPA	230.76
Tax Payment	64,714.05
Empl. Checks SPA	367.59
Empl. Dir. Dep. SPA	290,502.53
Total	355,814.93

General Ledger Summary

	Debit/Exp.	Credit/Liab.
Earning	395,424.64	
ER Deduction	46,762.12	
ER Tax (Offset)	5,714.59	
Check		367.59
ER Tax		5,714.59
Deduction		45,555.06
ER Deduction (Offset)		46,762.12
Tax		58,999.46
Direct Deposit		290,502.53
	447,901.35	447,901.35

Comparison To Last Pay Period - Gross Wages



BENEFITS & WITHHOLDINGS

City of Los Alamitos

Pay Period 08/10-08/23/2025

Check Date:08/29/2025

	<u>Source</u>	<u>Deduction</u>	<u>Vendor</u>	<u>Total Amount</u>	<u>Total Amount (ER)</u>	<u>Total fund</u>
Employee	AFLAC PostTax	Aflac	\$	65.48	\$ -	\$ 65.48
Employee	AFLAC PreTax	Aflac	\$	81.57	\$ -	\$ 81.57
Employee	CalPers Deferred Comp	Calpers Def Comp	\$	2,808.28	\$ -	\$ 2,808.28
Employee	CalPers Deferred Comp Loan	Calpers Def Comp	\$	165.32	\$ -	\$ 165.32
Employee	CalPers Deferred Comp Roth	Calpers Def Comp	\$	593.28	\$ -	\$ 593.28
Employee / Employer	CalPers MISC EE 8%	Calpers Retirement	\$	5,386.76	\$ 10,834.11	\$ 16,220.87
Employee	CalPers Retirement	Calpers Retirement	\$	481.97	\$ -	\$ 481.97
Employee / Employer	CalPers Retirement MISC EE&ER	Calpers Retirement	\$	9,278.38	\$ 9,529.81	\$ 18,808.19
Employee	CalPers Safety EE	Calpers Retirement	\$	1,492.17	\$ -	\$ 1,492.17
Employee	CalPers Safety EE B4	Calpers Retirement	\$	2,619.79	\$ -	\$ 2,619.79
Employee / Employer	CalPers Safety EE&ER	Calpers Retirement	\$	10,604.71	\$ 10,789.77	\$ 21,394.48
Employer	CalPers Safety ER	Calpers Retirement	\$	-	\$ 12,509.50	\$ 12,509.50
Employee	CalPers Survivors Benefit	Calpers Retirement	\$	67.89	\$ -	\$ 67.89
Employee	Child Support 1	Deducted	\$	230.76	\$ -	\$ 230.76
Employer	Dental Pre-Tax	Delta Dental	\$	-	\$ -	\$ -
Employee	Employee Computer Loan	Computer Loan/CASH	\$	48.08	\$ -	\$ 48.08
Employee	Employee Voluntary Life	Life	\$	288.13	\$ -	\$ 288.13
Employee	FSA Dependent Care	FSA	\$	192.31	\$ -	\$ 192.31
Employee	FSA Medical Expense	FSA	\$	1,236.14	\$ -	\$ 1,236.14
Employee	ICMA Deferred Comp EE	ICMA	\$	2,185.61	\$ -	\$ 2,185.61
Employer	ICMA Deferred Comp ER	ICMA	\$	-	\$ 958.00	\$ 958.00
Employee	ICMA Loan Repay	ICMA	\$	990.40	\$ -	\$ 990.40
Employee	ICMA Roth	ICMA	\$	103.29	\$ -	\$ 103.29
Employee	Long Term Disability	LT Disability	\$	-	\$ -	\$ -
Employee / Employer	Medical Pre-Tax	Medical	\$	-	\$ -	\$ -
Employee	Nationwide Retirement FT	Nationwide	\$	2,655.06	\$ -	\$ 2,655.06
Employee / Employer	Nationwide Retirement PT	Nationwide	\$	2,140.91	\$ 2,140.93	\$ 4,281.84
Employee	Police Officer Dues	Dues	\$	1,442.77	\$ -	\$ 1,442.77
Employee	Teamsters Local 911	Dues	\$	396.00	\$ -	\$ 396.00
Employer	Vision Pre-Tax	Vision	\$	-	\$ -	\$ -
				\$45,555.06	\$46,762.12	\$92,317.18

MINUTES OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS

REGULAR MEETING

August 18, 2025

1. CALL TO ORDER

The City Council met in Regular Session at 5:32 p.m., Monday, August 18, 2025, in the Council Chamber located at 3191 Katella Ave., Los Alamitos, CA 90720, Mayor Hasselbrink presiding.

2. ROLL CALL

Present: Council Members: Loe, Nefulda, Mayor Pro Tem Doby,
Mayor Hasselbrink

Absent: Council Members: Hibard

Present: Staff: Chet Simmons, City Manager
Barbara Biscocho, Finance Manager
Michael Claborn, Chief of Police
Craig Covey, Division Chief, Orange County Fire Authority
Michael S. Daudt, City Attorney
Craig Koehler, Finance Director
Matthew Lightener, Management Analyst
Emeline Noda, Recreation and Community Services Director
Ron Noda, Assistant City Manager/Develop. Svcs. Director
Windmera Quintanar, MMC, City Clerk/Dir. of Communications

3. CLOSED SESSION

A. Conference with Legal Counsel - Anticipated Litigation

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code section 54956.9: (One potential case).

City Attorney Daudt read the item aloud.

RECESS

The City Council recessed into Closed Session at 5:33 p.m.

RECONVENE

The City Council reconvened in Regular Session at 6:04 p.m.

City Attorney Daudt stated there was no reportable action.

4. PLEDGE OF ALLEGIANCE

Council Member Loe led the Pledge of Allegiance.

5. INVOCATION

Council Member Nefulda gave the Invocation.

6. PRESENTATIONS

Mayor Hasselbrink presented the listed awards. Recipients spoke briefly.

- A. Presentation to Lieutenant Colonel Fox for his Service as Garrison Commander of the Joint Forces Training Base**
- B. Presentation of a Certificate to FirstSteps For Kids in Recognition of Being Featured in the Mayor's Business Spotlight**
- C. Presentation of a Certificate to Suzannah Ives in Recognition of Being Named Employee of the Quarter – Summer 2025**
- D. Introduction of Volunteer In Policing (VIP) Karl Myers to the Community**

7. 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 Hasselbrink opened Oral Communications. There being no one present wishing to speak, Mayor Hasselbrink closed Oral Communications.

8. UPDATES FROM THE MAYOR

At this time, the Mayor may report on items not specifically described on the Agenda that are of interest to the community, provided no action or discussion is taken.

Mayor Hasselbrink spoke regarding the following upcoming events: Senior Expo, Celebrate Los Al and Serve Los Al, and Women's Elevate Conference. She reported attendance at the groundbreaking of the Veterans' Cemetery in Anaheim Hills, Airport Land Use Commission Board meeting, and the Budget Standing Committee meeting.

9. UPDATES FROM THE CITY STAFF

At this time, City Staff 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.

City Manager Simmons stated there was nothing to report.

10. WARRANTS

A. Warrants (Finance)

The attached Warrant Register contains checks and electronic funds transfers for the period from July 1, 2025, to July 31, 2025.

Motion/Second: Doby/Nefulda

Unanimously Carried (Hibard Absent): The City Council ratified the Warrants from July 1, 2025, to July 31, 2025, for \$3,115,242.42.

ROLL CALL

Mayor Hasselbrink	Aye
Mayor Pro Tem Doby	Aye
Council Member Hibard	Absent
Council Member Loe	Aye
Council Member Nefulda	Aye

11. 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 Loe pulled item 11C.

Mayor Pro Tem Doby pulled item 11F.

Motion/Second: Doby/Nefulda

Unanimously Carried (Hibard Absent): The City Council approved the following Consent Calendar items:

A. Approval of Minutes (Administration)

Approved the City Council minutes for the Regular meeting on July 21, 2025.

B. Treasurer's Quarterly Investment Report – June 2025 (Finance)

The item for City Council consideration is the receipt of the Treasurer's Quarterly Investment Report.

The City Council received and filed the Treasurer's Quarterly Investment Report – June 2025.

D. Resolution No. 2025-24 – Personnel Related Changes for California Teamsters 911 (Administration)

This report outlines and seeks consideration to approve personnel-related changes that will reclassify Code Enforcement Officer to Neighborhood Preservation Officer and add one new job description for Media Coordinator for California Teamsters 911 Employees.

The City Council adopted Resolution No. 2025-24, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING THE MEMORANDUM OF UNDERSTANDING BETWEEN THE CITY OF LOS ALAMITOS AND THE CALIFORNIA TEAMSTERS LOCAL 911 ADOPTING JOB DESCRIPTIONS AND SALARY SCHEDULES FOR NEIGHBORHOOD PRESERVATION OFFICER AND MEDIA COORDINATOR".

E. Resolution No. 2025-25 – Part-Time Hourly Employees Salary Schedule and Job Description Update (Administration)

This report outlines and seeks consideration to approve the job descriptions for Neighborhood Preservation Officer and Senior Neighborhood Preservation Officer and update the Part-Time Hourly Salary Schedule.

The City Council adopted Resolution No. 2025-25, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, APPROVING JOB DESCRIPTIONS FOR PART-TIME NEIGHBORHOOD PRESERVATION OFFICER AND PART-TIME SENIOR NEIGHBORHOOD PRESERVATION OFFICER AND UPDATING THE CITY OF LOS ALAMITOS HOURLY RATE SCHEDULE".

G. Resolution No. 2025-26 – Fleet Vehicle & Equipment Replacement Policy (Development Services)

This item provides the City Council with a policy to guide the efficient replacement, retention, and management of City fleet vehicles and equipment.

The City Council adopted Resolution No. 2025-26, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADOPTING THE LOS ALAMITOS FLEET VEHICLE & EQUIPMENT REPLACEMENT POLICY."

H. Award of Bid for Storm Drain Catch Basin and Lift Station Maintenance (Development Services)

This item recommends awarding a contract agreement to Ron's Maintenance Inc. for the Storm Drain Catch Basin and Lift Station Maintenance.

The City Council:

1. Authorized the Mayor to execute a three-year term agreement with Ron's Maintenance, Inc. for the Storm Drain Catch Basin and Lift Station Maintenance for an amount not to exceed \$102,600; and
2. Authorized an annual contingency of 10% per year, not to exceed \$3,420 annually, for a three-year agreement, to total \$112,860.

I. Authorize the Procurement of Acoustic Sound Panels for the Community Center (Development Services)

This item is for the purchase of acoustic sound panels from the KYA Group through a cooperative purchasing agreement via the California Multiple Award Schedule (CMAS). After the Community Center's renovation was completed, the sound quality in the large banquet room (Activity Rooms 1, 2, and 3) could be improved. Procuring and the impending installation of the acoustic wall panels will improve sound quality.

The City Council:

1. Authorized the procurement and installation of Acoustic Sound Panels for Activity Room 1, 2, and 3 in Community Center 1 via the KYA Group utilizing California Multiple Award Schedule (CMAS) pricing in the amount of \$66,401.62; and,
2. Authorized the City Manager or their designee a contingency of 10% of the amount, not to exceed \$6,640; and,
3. Authorized the City Manager to enter into a service agreement with KYA Group, in a form approved by the City Attorney, for the installation of the acoustic sound panels in Community Center 1.

End of Consent Calendar

Items Pulled from Consent Calendar

C. Fiscal Accountability Pledge (Administration)

To provide additional transparency and accountability, a "Fiscal Accountability Pledge" was developed that outlines the City's commitment to the responsible allocation of any significant increase in general fund revenues.

City Manager Simmons summarized the Staff Report.

Mayor Pro Tem Doby thanked Council Member Loe for his partnership and for bringing this item forward.

Motion/Second: Doby/Nefulda

Unanimously Carried (Hibard Absent): The City Council reaffirmed and adopted the Fiscal Accountability Pledge as a guide to helping the Los Alamitos community maintain the "Quality of Life" for our residents and business community.

F. Resolution No. 2025-27 – Commissioner Handbook (Development Services)

The updated Boards, Commissions, and Committees Handbook will provide an easy- to-understand format for the City's appointed bodies that will complement the Los Alamitos Municipal Code.

Council directed staff to include additional verbiage regarding Council's interaction with Commissioners and bring revisions to the next Council meeting.

Recommendation: Adopt Resolution No. 2025-27, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADOPTING THE BOARDS, COMMISSIONS, AND COMMITTEE POLICY HANDBOOK".

12. PUBLIC HEARING

A. Ordinance No. 2025-06 – Regulation of Group Homes and Sober Living Homes (Development Services)

Consideration of Ordinance No 2025-06, an amendment to Title 5 (Business Licenses and Regulations) and Title 17 (Zoning) of the Los Alamitos Municipal Code concerning the regulation of group homes and sober living facilities.

City Attorney Daudt summarized the Staff report.

Council and staff discussed Livescan requirements for registered sex offenders during the application process and the desire to ensure the community remains safe.

Mayor Hasselbrink opened the Public Hearing for comments. There being no one present wishing to speak, Mayor Hasselbrink closed the Public Hearing for comments.

Motin/Second: Doby/Nefulda

Unanimously Carried (Hibard Absent): The City Council:

1. Opened the Public Hearing: and,
2. Introduced for first reading, read by title only, and waived further reading of Ordinance No. 2025-06; and,
3. City Attorney Daudt read the title of Ordinance No. 2025-06, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADDING CHAPTER 5.52 (GROUP

HOMES) AND SECTION 17.28.290 (GROUP HOMES) TO THE LOS ALAMITOS MUNICIPAL CODE AND AMENDING SECTION 17.08.020 (ALLOWED USES AND PERMIT REQUIREMENTS FOR RESIDENTIAL ZONES) OF THE LOS ALAMITOS MUNICIPAL CODE.”

14. DISCUSSION ITEM

A. Resolution 2025-28 – Personnel Related Changes for Non-Represented Employees (Administration)

This report outlines and seeks consideration to approve personnel changes that will add two new job descriptions for Non-Represented Employees.

City Manager Simmons and City Attorney Daudt summarized the Staff report. City Attorney Daudt stated the benefits would be consistent with the Non-Represented Employees Salary Schedule, with an annual salary of Step A, \$202,675.20, to Step E, \$246,355.20.

City Manager Simmons advised that this would be an additional 10% increase for the position overseeing Development Services, which includes Building, Planning, Public Works, and Information Technology (IT). The increase would not require any additional appropriations.

Motion/Second: Doby/Nefulda

Unanimously Carried (Hibard Absent): The City Council adopted Resolution No. 2025-28, entitled, “A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, APPROVING JOB DESCRIPTIONS FOR ASSISTANT CITY MANAGER AND UPDATING THE EXECUTIVE MANAGEMENT AND NON-REPRESENTED EMPLOYEES SALARY SCHEDULE”.

15. ORDINANCE

A. 2025 Building Standards Code and Fire Code Adoption (Development Services)

The State’s Health and Safety Code requires local governments to adopt the most recent editions of the model codes related to construction. Every three years the State of California adopts model building codes. The 2025 California Building Standards Code will take effect on January 1, 2026. The City is charged with adopting local amendments necessary for local conditions before the end of the year in order for the amendments to be effective.

Assistant City Manager Noda summarized the Staff report. Tony Aleman, Assistant Fire Marshall Tony Aleman and Chief Craig Covey of Orange County Fire Authority and Building Official Fernando Zarate stated support.

Motin/Second: Doby/Nefulda

Unanimously Carried (Hibard Absent): The City Council:

1. Waive reading in full and authorize reading by title only of Ordinance No. 2025-07, and Ordinance No. 2025-08; and,
2. Set Ordinance No. 2025-07 and Ordinance 2025-08 for second reading at a Public Hearing on September 15, 2025; and,
3. City Attorney Daudt read the title of Ordinance No. 2025-07, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING CHAPTER 15.04 OF TITLE 15 OF THE LOS ALAMITOS MUNICIPAL CODE AND ADOPTING THE 2025 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24) CONSISTING OF: THE 2025 CALIFORNIA ADMINISTRATIVE CODE; THE 2025 CALIFORNIA BUILDING CODE, INCLUDING APPENDIX J; THE 2025 CALIFORNIA RESIDENTIAL CODE, INCLUDING APPENDICES H AND V; THE 2025 CALIFORNIA ELECTRICAL CODE; THE 2025 CALIFORNIA MECHANICAL CODE; THE 2025 CALIFORNIA PLUMBING CODE; THE 2025 CALIFORNIA ENERGY CODE; THE 2025 CALIFORNIA HISTORICAL BUILDING CODE; THE 2025 CALIFORNIA EXISTING BUILDING CODE; THE 2025 CALIFORNIA GREEN BUILDING STANDARDS CODE; THE CALIFORNIA WILDLAND-URBAN INTERFACE CODE AND THE 2025 CALIFORNIA REFERENCED STANDARDS CODE, TOGETHER WITH CERTAIN AMENDMENTS, ADDITIONS, AND DELETIONS; AND ADOPTING THE 2024 INTERNATIONAL PROPERTY MAINTENANCE CODE AND THE 2024 INTERNATIONAL SWIMMING POOL AND SPA CODE, TOGETHER WITH CERTAIN AMENDMENTS, ADDITIONS, AND DELETIONS"; and,
4. City Attorney Daudt read the title of Ordinance No. 2025-08, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING CHAPTER 15.08 OF TITLE 15 OF THE LOS ALAMITOS MUNICIPAL CODE AND ADOPTING THE 2025 EDITION OF THE CALIFORNIA FIRE CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24, PART 9), INCLUDING APPENDICES B, BB, C, CC AND H, TOGETHER WITH CERTAIN AMENDMENTS, ADDITIONS, AND DELETIONS".

16. 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 Loe had nothing to report.

Council Member Nefulda reported attendance at the Los Alamitos Community Foundation Board meeting and two Orange County Sanitation District Board meetings.

Mayor Pro Tem Doby reported attendance at the groundbreaking of the Veterans' Cemetery in Anaheim Hills and the Budget Standing Committee.

17. ADJOURNMENT

The City Council adjourned at 7:04 p.m.

Shelley Hasselbrink, Mayor

Attest:

Windmera Quintanar, MMC, City Clerk

City of Los Alamitos

CITY COUNCIL AGENDA REPORT

MEETING DATE: September 15, 2025

ITEM NUMBER: 11B

To: Mayor Shelley Hasselbrink & Members of the City Council

Presented By: Windmera Quintanar, City Clerk

Subject: Designation of Voting Delegate and Alternate for the League of California Cities' 2025 Annual Conference & Expo

SUMMARY

The League of California Cities Annual Conference & Expo will be held in Long Beach, California from October 8-10, 2025. The League is requesting City Council designation of a Voting Delegate to the Annual Business Meeting. This item is for Council designation of a Voting Delegate and Alternate.

RECOMMENDATION

1. Appoint Mayor Shelley Hasselbrink to serve as the City's Voting Delegate for the League of California Cities 2025 Annual Business Meeting; and,
2. Appoint Mayor Pro Tem Tanya Doby to serve as the City's Alternate Voting Delegate in the event of the Voting Delegate's absence.

BACKGROUND

The League of California Cities (League) Annual Conference & Expo is scheduled for Wednesday, October 8, 2025, through Friday, October 10, 2025, and will be held in person at the Long Beach Convention Center in Long Beach, CA.

One aspect of the Annual Conference is the Annual Business Meeting where the membership considers and takes action on Conference Resolutions. These Resolutions guide cities and the League in efforts to improve the quality and responsiveness of local governments throughout California. The Annual Business Meeting is currently scheduled to take place during the General Assembly on Friday, October 10, 2025 from 8:30 a.m. to 10:30 a.m. The schedule is subject to change.

DISCUSSION

In order to facilitate the conduct of business at the Annual Business Meeting, each participating city must designate a Voting Delegate and may designate up to two Alternates. Designation of the Delegates is consistent with the League's bylaws. The Voting Delegate and any Alternate must be registered to attend the conference. At least one must be present at the Annual Business Meeting and in possession of a voting delegate card in order to cast a vote.

Accordingly, this item has been placed on the agenda for City Council consideration. The League has requested notification of the City's Voting Delegate and Alternate(s), if appointed, no later than September 24, 2025. Historically, it has been the Council's practice to delegate the Mayor and Mayor Pro Tem as the City's voting delegates. Mayor Hasselbrink and Mayor Pro Tem Doby are registered to attend the conference and able to attend the Annual Business meeting.

FISCAL IMPACT

There is no cost associated with the designation of a Voting Delegate and Alternate; however, there are associated conference fees per attendee. There are sufficient funds available in the City Council Travel and Training budget, account number 10-510-5207 for Fiscal Year 2025-26.

Attachment: None

City of Los Alamitos

CITY COUNCIL AGENDA REPORT

MEETING DATE: September 15, 2025

ITEM NUMBER: 11C

To: Mayor Shelley Hasselbrink & Members of the City Council

Presented By: Ron Noda, Development Services Director

Subject: Resolution No. 2025-27 - Boards, Commissions, and Committees Policy Handbook

SUMMARY

The updated Boards, Commissions, and Committees Policy Handbook (Handbook) will provide an easy-to-understand format for the City's appointed bodies that will complement the Los Alamitos Municipal Code.

RECOMMENDATION

Adopt Resolution No. 2025-27, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADOPTING THE BOARDS, COMMISSIONS, AND COMMITTEES POLICY HANDBOOK".

BACKGROUND

The Handbook was originally created in April 2016 as a tool to provide directions for appointed bodies, including the Planning Commission, the Parks, Recreation, and Cultural Arts Commission, the Personnel Appeals Commission, and the Traffic Commission. Due to changes to the number of appointed members to the Commission and the dissolution of other appointed bodies, a revision to the Handbook is needed. This revision will also align the Commissions in line with the Council-adopted Handbook and memorialize the meeting schedule for each Commission. The City Council provided feedback to Staff at its August 18, 2025, meeting, which has been incorporated into this version for adoption.

DISCUSSION

The Handbook serves as a valuable resource for appointed members by providing guidance, procedures, and best practices to assist them in effectively carrying out their duties and responsibilities. The Handbook will assist appointed members in performing their duties by following the standards adopted by the City Council. Appointed members are valuable volunteers as they are a community voice that meets the needs and interests of the community. The City's various Commissions are outlined in Title 2 of the Los Alamitos Municipal Code (LAMC). This Handbook serves as a guiding document in compliance with Title 2 for each Commission.

Some key updates are highlighted below:

Regular Meeting Schedule

In compliance with the LAMC, commissions shall meet in regular session on regularly scheduled dates established by resolution of the City Council. The additions below comply with this requirement.

Regularly scheduled meetings are once a month, beginning at 6:00 p.m. (previously 7:00 p.m.) in the City Council Chamber, located at 3191 Katella Avenue. The following are the regularly scheduled meetings per Commission:

- Parks, Recreation, and Cultural Arts - first Wednesday of even months (first implemented in March 2025 after several meeting cancellations due to a lack of quorum. The Commission has successfully had a quorum since implementation)
- Traffic Commission - second Wednesday of every month
- Planning Commission - fourth Wednesday of every month
- Personnel Appeals - as needed

Limited Printing Policy and Request for Information

Council adopted this policy as part of the Council Member Handbook in August 2024. The policy has significantly reduced paper waste and improved efficiency. The Policy is now being included in the Commissioner Handbook.

Request for Additional Information on Subject Matters of Interest

All requests should be made to the City liaison. The liaison will coordinate requests with the appropriate departments. The department head will take into consideration the amount of time and resources required to compile the requested information and advise the Member within 12 working days of an anticipated delivery date. Delivery dates are estimates based on current workloads, the number of information requests being received, available staff, etc.

Council Requested Updates

The City Council reviewed the Handbook at its August 18, 2025, meeting. Direction was provided to include regulations regarding Council to Commissioner interactions and to ensure it closely models the City Council Handbook.

FISCAL IMPACT

None.

Attachment: 1. Resolution No. 2025-27 - Boards, Commissions, and Committees Policy Handbook
 2. Exhibit A - Boards, Commissions, and Committees Policy Handbook

RESOLUTION NO. 2025-27

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADOPTING THE BOARDS, COMMISSIONS, AND COMMITTEES POLICY HANDBOOK

WHEREAS, the City Council of the City of Los Alamitos strives to provide consistent policies for its appointed boards, commissions and committees; and,

WHEREAS, Title 2 of the Los Alamitos Municipal Code governs the composition and conduct of the City's boards, commissions, and committees; and,

WHEREAS, the Policy Handbook will be complementary to the Los Alamitos Municipal Code and provide an easy-to-understand format for the City's appointed bodies; and,

WHEREAS, the proposed Policy Handbook will provide a quick reference for all appointed bodies to help ensure they carry out their duties in a fair and consistent manner; and,

WHEREAS, this Policy Handbook was first adopted on April 18, 2016, by Resolution No. 2016-11.

NOW, THEREFORE THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS DOES RESOLVE AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct.

SECTION 2. The City Council hereby adopts and approves the City of Los Alamitos Boards, Commissions, and Committees Handbook, which is attached hereto as Exhibit "A."

SECTION 3. The City Council hereby rescinds Resolution No. 2016-11 in its entirety.

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

PASSED, APPROVED, AND ADOPTED this 15th day of September, 2025.

Shelley Hasselbrink, 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 15th day of September, 2025, by the following vote, to wit:

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

Windmera Quintanar, MMC, City Clerk

CITY OF LOS ALAMITOS



BOARDS, COMMISSIONS, AND COMMITTEES POLICY HANDBOOK

CITY OF LOS ALAMITOS
3191 Katella Avenue
Los Alamitos, CA 90720
Phone (562) 431-3538
FAX (562) 493-1255

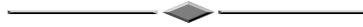
www.cityoflosalamitos.org

Adopted by City Council Resolution No. 2025-27

CITY OF LOS ALAMITOS

VISION STATEMENT

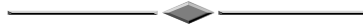
To ensure Los Alamitos small town ambiance, high quality of life, and economic vitality are maintained and strengthened



CITY FACTS

Los Alamitos was incorporated March 1, 1960.

Los Alamitos' size is 4.3 square miles



This manual has been prepared to assist Commissioners and members of Committees and Boards in the performance of their duties. Included are standards adopted by City Council that delineate the administrative procedures and the rules and regulations that relate to the Boards, Commissions, and Committees.

This manual is intended to give Commissioners an orientation of their Commission. It includes an overview of the Commission's role and responsibilities and the structure and procedures of Los Alamitos' Municipal Government.

Los Alamitos Commissioners are vital to the City's organization and its efforts to meet the needs and interests of the Community. This manual will assist Commissioners as a member of the team. The City Council and Staff are most appreciative of Commissioner's time and efforts.

GENERAL INFORMATION

History of Los Alamitos

On March 1, 1960, the township of Los Alamitos became a chartered city. The 4.05 square mile city of Little Cottonwoods was affectionately described as ***A Jewel of a City***. The City's seal, designed by longtime resident William A. Daniels, captures the ancestry of the region. The official flower, the Daisy, reflects the importance of our City's youth since it was nominated by a young boy because it was his mother's favorite flower. Still embracing its small-town ambience, the City offers excellent recreational and park facilities, a stellar police department, and a commitment to maintain the City. With a population estimated at just over 11,600, its outstanding schools, friendly neighborhoods, and strategic location as the crossroads of two major freeways, Los Alamitos keeps its roots in history and its future vested in those who cherish this special community.

Charter City

The City of Los Alamitos is a charter city operating under a Council-Manager form of government. The City Charter is ordained and established as the organic law of the City under the Constitution of the State of California.

In the Council-Manager form of City government, the City Council appoints a City Manager to serve as a full-time executive to carry out the established policies. The City Council appoints all legal counsel to provide City Attorney services. All department directors are appointed by, and report to, the City Manager.

City Council

A five-member City Council is elected by district to perform the legislative and policy-making functions of local government. Terms are staggered to allow for overlap; alternatively, and successively, three members' terms are filled at one general municipal election and two members' terms at the next such election. Council Members' terms of office are for four years and members are limited to serving a total of 12 consecutive years or three terms. Annually, the Council Members select a Mayor and Mayor Pro Tempore. The Los Alamitos City Council conducts regularly scheduled meetings once monthly, on the third Monday, beginning at 6:00 p.m., in the City Council Chamber, located at 3191 Katella Avenue.

All Council meetings are public meetings. Agendas and general information relative to the meetings are available from the City Clerk's Office. They can also be viewed on the City's website at www.cityoflosalamitos.org.

LOS ALAMITOS ORGANIZATIONAL STRUCTURE

The City of Los Alamitos consists of four departments: Administrative Services, Development Services, Police, and Recreation and Community Services.

City Manager/Administrative Services Department

The City Manager oversees this department, which is dedicated to developing policy and legislative actions that provide a safe and healthy environment to promote the highest quality of life for residents and visitors. The department is also dedicated to providing leadership for the effective and efficient delivery of municipal services. This department is responsible for the general management of all City operations in the areas of Administration, City Attorney, Finance, Human Resources, Claims, Legislative Matters, and the City Clerk's Office.

Development Services Department

This department is dedicated to enhancing the appearance of the City through its neighborhood and business environment and to improving the economic well-being of its community and residents. It consists of Planning, Building and Safety Inspection, Neighborhood Preservation Services, Public Works, Economic Development, and Engineering. This department is also responsible for fleet services, Internal Technology (IT), and risk management.

Police Department

This department is responsible for protecting the lives and property of Los Alamitos residents and for enforcing established laws and City Ordinances. It is dedicated to providing the highest degree of professional police services in partnership with the community to make Los Alamitos a better place to live, visit, and conduct business. The department also provides special programs such as the Community Emergency Response Team and Emergency Preparedness.

Recreation and Community Services Department

This department is responsible for recreation and community services programs and community-wide special events designed to benefit residents of all ages and interests. Through its aquatics, day camp, park programs, sports, special classes, and senior programs, the department creates community and improves the quality of life.

Other City Services

The Orange County Fire Authority provides fire services. Waste disposal, electrical services, sewer services, gas services, water services, and cable communication services are provided to residents as established through franchise agreements. The City of Long Beach contracts for animal control services, and the County of Orange provides library services to the community. The City also contracts for City Attorney services.

BOARDS, COMMISSIONS, AND COMMITTEES

The City's Charter allows the City Council to create by ordinance Boards or Commissions and may grant to them powers and duties consistent with the provisions of the City's Charter. California Government Code 54950, often referred to as the Ralph M. Brown Act, establishes guidelines for open and public meetings of legislative bodies. It defines "legislative body" broadly to include just about every type of decision-making body of a local agency.

Board, Commission, and Committee members are advisory bodies. They are appointed by and serve at the pleasure of the City Council in an advisory capacity to provide citizen input and recommendations. They advise and make recommendations to the City Council, but the City Council has the final responsibility for all policy decisions. The Planning Commission also serves as a decision-making body, per State law.

An appointment to a Board, Commission, or Committee is an honor and a responsibility and increases citizen participation in government affairs. As advisors, each member is expected to attend meetings regularly, understand the duties and role, and work to contribute to the betterment of the community. City staff provides technical and administrative assistance to the City Council and appointed advisory groups.

Composition

The Boards, Commissions and Committees are composed of the following number of members. Members are appointed by the City Council as terms expire and/or as vacancies occur.

- Parks, Recreation & Cultural Arts Commission (5 members)
- Personnel Appeals Commission (5 members)
- Planning Commission (5 members)
- Traffic Commission (5 members)

Regular Scheduled Meetings

The Commissions conduct regular scheduled meetings once a month, beginning at 6:00 p.m., in the Council Chamber, located at 3191 Katella Avenue.

The following are the regularly scheduled meetings per Commission:

- Parks, Recreation, & Cultural Arts Commission – first Wednesday of even months
- Traffic Commission – second Wednesday of the month
- Planning Commission – fourth Wednesday of the month
- Personnel Appeals Commission – as needed

RECRUITMENT AND APPOINTMENT PROCESS

Only registered voters, residing in the City of Los Alamitos are eligible for appointments. All Board, Commission, and Committee members are appointed by, and serve at the pleasure of, the City Council. The City Clerk's Office oversees the appointment process and maintains a roster of all appointees.

Applications

Those wishing to apply for appointment to a Board, Commission or Committee may do so by filling out an application form available from the office of the City Clerk. Every effort is made by the Council to give representation on a Board, Commission or Committee from a diverse cross-section of the City's citizens. A resident may apply concurrently for appointment to more than one Board, Commission or Committee, but may be appointed to only one of these advisory bodies at a time.

The process of filling vacancies is as follows:

1. An Availability Notice, detailing the Commission/Board's purpose, meeting location/time and current vacancy is prepared. The Notice specifies a thirty (30) day filing period in which applications are accepted. The Notice is posted at City Hall and the City's website, and information is distributed on the City's social media outlets.
2. Only new applications will be considered for current vacancies. Residents who are not current appointees and are interested in serving on a Commission/Board are invited to complete and submit a new application during the thirty (30) day filing period. Each Commission application will be specific to that Commission.
3. Once the application deadline is met, a date will be scheduled for City Council to interview all applicants for the vacancy under consideration. Thereafter, the appointment will be made by the City Council.

Terms

All members shall be appointed for a term of three years, with the exception of members of the Personnel Appeals Commission, who serve four years.

Oath of Office

Newly appointed member of a Board, Commission or Committee is required to take the Oath of Office as administered by the City Clerk or designee. Upon completion of the Oath, the member is authorized to attend meetings and vote.

Statements of Economic Interests – Form 700

All members of established City Boards, Commissions and Committees are required under State Law to file a Statement of Economic Interest 700 Form, with the City Clerk, upon assuming office. Annual statements must be filed each year thereafter as long as you hold office. A Leaving Office form must be completed upon leaving office.

Compensation

Charter: The members of Boards and Commissions shall serve without compensation for their services but may receive reimbursement for necessary traveling and other expenses incurred on official duty when the City Council authorizes such expenditures.

LAMC Chapter 2.30.080: All members of the Parks, Recreation and Cultural Arts Commission, Planning Commission, Personnel Appeals, and Traffic Commission of the City shall be provided a ten thousand dollar (\$10,000.00) group life insurance policy while appointed to the Commission or Board, with the premium of the policy to be paid by the City during such time. Upon expiration of their term or removal from office, such members shall not be entitled to any further compensation, including such policy.

ATTENDANCE AND REMOVAL

Council appointments made to a Board, Commission or Committee are held in high regard and an appointed advisory member is expected to attend and participate in all of the meetings held by the advisory group.

Absence from two consecutive meetings or from one-third (1/3) of the total of the regularly scheduled meetings during any calendar year shall be deemed to constitute the resignation of such member and the position shall automatically become vacant. The Chair or Vice-Chair of the Commission shall thereupon promptly notify the City Clerk. The City Clerk will notify the City Council and the former Commissioner of the fact of the vacancy.

Members of the Commission shall serve at the will and pleasure of the City Council. Therefore, they may, at any time, be removed from office, with or without cause, by a majority vote of the City Council whenever, in its discretion, the best interests of the City shall be served thereby.

RELATIONS OF THE BOARDS, COMMISSIONS, AND COMMITTEES

Relationships with the City Council

When a member of an advisory body addresses the City Council at a public meeting, it shall be made clear whether the member is speaking on behalf of the advisory body or as an individual citizen.

Business transacted with the City Council should be in writing from the Board, Commission, or Committee, and represent decisions made by a majority of the advisory group. The written communication, addressed to the City Council, should be channeled through the Chair of the advisory group and submitted to the City Manager's office.

A Board, Commission or Committee should not represent proposals to the City Council through community organizations. The method of advancing proposals carries the political influence of the organization as well as the proposal, which puts the Council in a difficult position to consider the proposal on its merits alone.

Undue Influence on Commissions/Boards

Council Members shall not attempt to coerce or influence Commissioners/Board Members in making appointments, awarding contracts, selecting consultants, processing development applications, or granting City licenses or permits. The City Council shall not attempt to change or interfere with the operating policies and practices of any City department.

Relationships with City Staff

The City's administrative staff works for and is responsible to the City Manager. The City Manager or designee may assign Staff to act in a technical advisory capacity and provide supportive assistance to a Board, Committee or Commission.

The Commission shall have the authority to utilize the services of the City Staff and such professional and other personnel as may be employed by the City from time to time as long as services rendered are within the City's adopted budget. Members shall not ask Staff to commit Staff resources for work that has not been budgeted or has not been approved by the City Council.

The Commission shall make all requests for discussion items publicly at a Commission meeting and require the support of the majority of the members present to have the item researched by Staff and added to the agenda. Staff will prioritize requests and bring items forward to the Commission in a timely manner.

Complaints Regarding Performance of Staff

Any concerns by a Commissioner/Board Member over the behavior or work of a City employee should be directed to the City Manager privately to ensure the concern is resolved and investigated completely and equitably. Commissioner/Board Members shall not reprimand employees directly, nor shall they communicate their concerns to anyone other than the City Manager. Commissioner/Board Members shall refrain from berating,

chastising, or speaking negatively about Staff to or in front of members of the public.

Relationships with Other Board, Commission or Committee Members

In order to build a consensus around common goals and objectives, each Board, Commission and Committee must create a degree of cooperation among members. An important way to develop this cooperation is for each member to ensure that meetings proceed in an orderly manner. The Chairperson is primarily responsible for seeing that consideration of agenda items moves along expeditiously with reasonable time allocated to each item. It is important that all members familiarize themselves with the basic rules of parliamentary procedure and by adequately preparing for presentations made to the Board, Commission or Committee, and thoroughly reviewing all materials provided to them before the meeting.

All Boards, Commission and Committees should be aware that members come from different backgrounds and represent different perspectives. Members contribute in their own way and are an important part of the decision-making process.

Bearing this in mind, the following concepts may serve as guidelines to develop cooperation:

- Always respect other individuals' viewpoints even though they may be the opposite of your own.
- Allow other individuals to articulate their views and then attempt to make an objective evaluation of those views.
- Evaluate fellow Board, Commission or Committee members' viewpoints based on what is best for the total community.
- Board, Commission and Committee members must be open and honest at all times.
- Each member has a responsibility to recognize new members and to see that they are made welcome and become oriented and trained.

Relationships with the Public

Members are encouraged to seek out and become aware of public opinion relating to their field of influence. They should welcome citizen input at meetings and ensure that the rules and procedures for these public hearings are clearly understood.

Members should conduct themselves at public meetings in a manner that is fair and best represents the City of Los Alamitos. Members should be considerate of all interests, attitudes, and differences of opinion. They should also take care to observe the appearance, as well as the principle, of impartiality.

The City promotes freedom of expression and open communication. It is expected that all Council Members and Appointed Officials will follow the outlined code of Conduct when representing the City and will avoid offending, participating in serious disputes, and disrupting workplaces.

Interactions with each other, City staff and the community, Commissioners will:

- Be respectful, especially when there is disagreement.
- Be honest and truthful.
- Treat each other and everyone with courtesy and refrain from behavior that is contrary to this Policy or derogatory comments.
- Refrain from inciting such behavior or derogatory comments.
- Make our community feel welcome and strive to make people feel heard by listening carefully, asking clarifying questions, and seeking to understand.
- Model good leadership by being professional, demonstrating effective leadership for our community, and adhering to this Policy.
- Recognize and pay deference to the roles and responsibilities of various members of the organization.
- Confront challenging topics directly and resolve conflicts directly.
- Keep an open mind; be willing to change views with new information, data, etc.
- Be accountable and responsible for their actions and words, even when it is uncomfortable to do so. This includes apologizing when a Council Member's behavior falls short of the Policy's aspirational standards.
- Be open to constructive feedback.
- Present problems in a way that promotes discussion and resolution.
- Credit others' contributions to moving our community's interests forward.
- Treat City staff professionally and refrain from publicly criticizing employees.
- Assume good intentions and do not pre-judge others.
- Acknowledge mistakes and move on from them.
- Debate the facts of the situation and avoid personalities and personal attacks.
- Endeavor to resolve interpersonal issues between Council Members outside of a City Council meeting and not permit interpersonal issues to impact the governance team.
- Explain disagreement in a way that focuses on the merits of an issue and recognizes that reasonable people of differing interests/good intentions can disagree on what is best for our community.
- Act in a manner that reflects the belief that Council Members, City staff, and others who serve the City are on the same team in service to our community, even though we have different roles.
- Fact-check information with colleagues, the City Manager, the City Attorney, and City Staff prior to making statements.
- Exercise self-control and avoid threats and personal attacks against anyone including Council Members, City Staff, Vendors, or the public.
- Focus on the issue at hand and avoid personalizing debates.
- Avoid engaging in disorderly or boisterous conduct that disturbs, disrupts, or otherwise impedes the orderly conduct of the meeting.
- Obey any lawful order of the Mayor or Presiding Officer to enforce this Policy.
- Focus discussion on current agenda items.

ROLE OF CITY COUNCIL, ADVISORY MEMBERS, AND STAFF

Board, Commission and Committee members are appointed to serve in an advisory capacity to provide citizen input and recommendation of policy relative to its specific area of assignment. The Planning Commission is advisory and a decision-making body, per State law. Board, Commission and Committee members serve at the City Council's pleasure.

City Staff provides technical and administrative assistance to the City Council, Boards, Commissions and Committees, and serve at the direction of the City Manager, who in turn answers to the City Council.

City Council's role is to:

- Adhere to the Municipal Code
- Establish policy and direct the City Manager to carry out policy
- Solicit input from Boards, Commissions and Committees on issues in their various functional areas unless there are legal or time constraints

All Boards and Commissions shall review and make recommendations to the City Council on all matters pertaining to specific areas of designation. The general duties applicable to all Los Alamitos Boards, Commissions and Committees shall be:

- Review and recommend policy to the City Council. The appointed members do not establish City policy or administer City programs. Appointed members are encouraged to provide alternate solutions or recommendations for action or policy.
- To act in an advisory capacity to City Council and to cooperate with all governmental agencies and civic groups
- Listen to and reflect community interests, needs, and values to the City Council
- Represent the overall public good and not that of an exclusive group or interest
- Be informed of the scope of responsibility and operating procedures of the advisory groups
- Serve as a sounding board for the community and City administrators The Commission's specific roles and duties can be found at the end of this policy.

Staff's role is to:

- Research and investigate issues, prepare alternatives and recommendations for Boards, Commissions, Committees, and City Council review
- Implement City Council policy decisions
- Provide Staff liaison and clerical support to the Board, Commission, or Committee under the guidance of the Department Director and City Manager

Designated Staff shall serve as liaisons and/or Secretaries to each Commission. Representatives from other departments may attend when appropriate as well.

The following departments shall serve as Staff liaisons and/or Secretaries to each Board, Commission, and Committee:

Board, Commission, and Committee	Department
Parks, Recreation & Cultural Arts Commission	Recreation & Community Services
Personnel Appeals Board	City Manager/Administrative Services
Planning Commission	Development Services
Traffic Commission	Development Services

Boards, Commissions, and Committee Recommendations

Board, Commission, and Committee recommendations are forwarded to the City Council by Staff. The timeframe for City Council or Commission consideration may vary depending upon issue and urgency. The Planning Commission has certain legal timeframes in which to hear certain subject matter. City Council may reject recommendations, not for the lack of confidence in the suggestion, but due to other issues and considerations the Council must weigh in order to reach the decision that meets the legal responsibility and general welfare of the community.

ROLE OF OFFICERS

Election of Officers

The officers of City Boards, Commissions, and Committees shall consist of a Chairman and a Vice Chairman. The Chairman and Vice Chairman are elected annually at the first regular meeting of each calendar year. These positions hold office for a term of one year. Election shall be by a majority vote cast of the members present at the meeting the election is held. Officers shall assume office immediately upon election.

The Secretary shall be the Staff liaison who oversees the Commission appointed by the City Manager or their designee.

Duties

It shall be the duty of the **Chairman** to:

- Preside at all meetings of the Commission
- Call, and preside at, special meetings
- Sign all necessary and appropriate resolutions and other documents in the name of the Commission
- Name and appoint all necessary and appropriate committees of the Commission
- Represent the Commission or designate a representative of the Commission at all meetings and functions required by law or otherwise

It shall be the duty of the **Vice Chairman** to:

- Perform all duties of the Chairman in the absence or temporary illness of the Chairman

It shall be the duty of the **Secretary** to:

- Prepare, post, and distribute an agenda for all meetings of the Commission
- Make and maintain minutes of the proceedings of the Commission
- Sign, as Secretary, in the name of the Commission, all necessary and appropriate resolutions, notices and other documents authorized and directed by the Commission
- Receive and process all applications and all matters relating to the Commission

MEETINGS AND PREPARATION

Agendas

The Staff liaison is responsible for preparation and distribution of an agenda and supporting documents prior to each meeting. All reports to be submitted at a scheduled meeting must be delivered to the Secretary prior to the deadline established by administrative policy. The Secretary will prepare the agenda under the direction of the Department Director. Staff will add necessary items to the agenda as needed for Commission consideration.

The Commission shall make all requests for discussion items to be placed on an agenda publicly at a Commission meeting and require the support of the majority of the members present to have the item researched by Staff and added to the agenda. Staff will prioritize requests and bring items forward to the Commission in a timely manner. Documentation and information on the item shall be provided to Staff by the requesting Commission member prior to the agenda deadline.

The agenda shall be made available to the members at least 72 hours preceding the regular meeting to which it pertains and 24 hours preceding a special meeting.

The Chairperson or the majority of the members of the advisory group may call special meetings.

Adjourned Meetings

If, for any reason, the business to be considered at a regular meeting cannot be completed, less than a quorum of the members may designate a time and date for an adjourned meeting. Any matter to be considered at a regular meeting may be processed at an adjourned meeting. But, in order to so adjourn, it is necessary that this be announced to the public present at the time of adjournment and so recorded in the minutes.

The original 72-hour posting requirement is valid for taking action at an adjourned meeting. A notice of adjournment must be posted within 24 hours of adjournment.

Quorum

A quorum consists of a majority of the members of the Commission. A quorum is required to conduct the business of any meeting, whether it is regular, adjourned, or special. A majority vote of the members present and voting, where a quorum is present at any regular/special meeting, is required to carry a motion, proposal or resolution. Although a Commissioner is expected to be present at all meetings, should he/she know in advance that this will be impossible; he/she should so notify the Commission Secretary or Chairperson, or a Staff member.

In the event that a majority of Commissioners will not be present to conduct a meeting, the Staff liaison shall be notified in order to publicly post the meeting cancellation.

REGULATIONS TO HOLD A MEETING

All Boards, Commissions, and Committees shall meet regularly, as needed (provided there are business items to agendaize for consideration), in a location within the City of Los Alamitos, and shall meet the notice and meeting provisions of the Brown Act.

All meetings shall be open to the public except as otherwise authorized by the laws of the State of California. Regular minutes of such meetings shall be maintained by these advisory groups and available for public inspection at all times.

A meeting includes any gathering of a majority of the members of the advisory group to hear, discuss, or deliberate upon any item that is within its subject matter jurisdiction. A meeting also includes any use of direct communication, personal intermediaries, or technological devices, which are employed by a majority of the members of the Commission to develop a collective concurrence on any action to be taken on at any time by members of the legislative body.

Parliamentary Procedures

The procedure of the body shall be governed by majority vote of the body except as provided by the Los Alamitos Municipal Code, the City Charter, other rules adopted by the City Council, or applicable provisions of State Law. Rosenberg's Rules of Order may be used as a guide but shall not be conclusive authority on any question of order or procedure.

THE BROWN ACT

The Brown Act is a State Law requiring open meetings. It requires, among other things, that Commission meetings be open to the public (e.g., adequate meeting notification).

The law requires that the meeting agenda be posted 72 hours in advance, and that no changes can be made after that time. The notice must contain the time and place for such a meeting and the agenda subject to be considered. The law states that no action may be introduced or taken on items not on the agenda.

The law requires that meetings, at which a quorum of the members is in attendance, must be open to the public. For this reason, less than 50% of the members may be assigned to sub-Committees; otherwise it would create a quorum. A guide to the Ralph M. Brown Act is available online and listed in the Quick Links to Useful Resources at the end of this Handbook.

Open and Public Meetings

All advisory group meetings are required to be non-discriminatory to the public, handicap accessible, and shall not require an admission fee or sign-in. In addition, the public shall have the right to record/broadcast meetings, inspect tapes of meetings, and meetings may be video teleconferenced.

Public Hearings

A Board, Commission, and/or Committee may determine a public hearing be held by a two-thirds majority of those members present. An exception exists for the Planning Commission, which is governed by laws regarding public hearing requirements for land use issues. A public hearing is warranted if the Board, Commission, and/or Committee determines that its deliberations concerning a matter within its designation would be substantially aided by the presentation of testimony from the citizens of the City, or a certain area of the City. Notice of such a hearing may be provided by publication in a newspaper of general circulation published in the City of Los Alamitos, by posting the same in at least three (3) public places, and mailing of a public hearing notice. Such hearings shall be conducted in accordance with the rules established for the conduct of hearings before the City Council unless the Council, by resolution, shall provide otherwise. The Planning Commission has varying notice dates due to the subject matter.

Face to Face Meetings

City Council and City-appointed advisory group meetings are considered to be face-to-face meetings. These meetings are unlawful if a quorum of the appointed members discuss City business face-to-face, in private or without proper public notification specified in the Brown Act.

Serial Meetings

A serial meeting is a meeting where a quorum of the members uses any direct communication, personal intermediaries, or technological devices to develop collective concurrence on action to be taken. Serial meetings are unlawful because there is no way to properly notice and agendaize them, or to provide for any means of communication (electronic or otherwise) used for the purpose of developing collective concurrence on action to be taken.

Meeting Exceptions

1. Out-of-town meetings are not allowed except if there is not a meeting facility in the City; for compliance with law or Court Order; real or personal property inspection; meetings of multi-agency significance; meetings with state or federal officials; meetings in, and regarding, City facilities and pending litigation closed sessions, at legal counsel's office if more economical.
2. In addition, members are not restricted by the Brown Act from attending conferences, attending community meetings organized by others, attending public meetings of another body or agency and attending social or commercial occasions.
3. Emergency meetings may be called if prompt action is necessary due to disruption or threatened disruption of public facilities. This includes work stoppage or other activity or crippling disaster which severely impairs health, safety or both. In case of an emergency meeting, the 24-hour notice is not required, but the meeting is still required to be open to the public.

PROCEDURES DURING THE MEETING

Public Testimony at Meetings

Public testimony must be allowed at meetings as long as the testimony applies only to meetings and items for which action is proposed to be taken, except during oral communications. The opportunity to give public testimony must appear on meeting notices (agenda). The Commission can regulate the length of testimony.

Rules of Debate

A. Getting the Floor. Every member desiring to speak shall first address the Chair, gain recognition and shall confine him or herself to the question under debate, avoiding personalities and indecorous language.

B. Questions to Staff. Every member desiring to question the City Staff shall, after recognition by the presiding officer, address his or her questions to the presiding Staff Liaison or the City Attorney (if applicable), who shall be entitled either to answer the inquiry or designate a member of the Staff for that purpose.

C. Interruptions. A member, once recognized, shall not be interrupted when speaking unless called to order by the presiding officer unless a point of order of business or personal privilege is raised by another member. If a member, while speaking, is called to order, he or she shall cease speaking until the question of order is determined and, if determined to be in order, he or she may proceed. Members of the City Staff after recognition by the presiding officer shall hold the floor until completion of their remarks or until recognition is withdrawn by the presiding officer.

D. Points of Order. The presiding officer shall determine all points of order subject to the right of any member to appeal to the Commission, Board, or Committee. If an appeal is taken, the question shall be: "Shall the decision of the Presiding Officer be sustained?" A majority vote shall conclusively determine such question of order.

E. Point of Personal Privilege. The right of a member to address the body on a question of personal privilege shall be limited to cases in which his or her integrity, character or motives are questioned or where the welfare of the body is concerned. A member raising a point of personal privilege may interrupt another member who has the floor only if the presiding officer recognizes the privilege.

F. Limitation of Debate. No member shall be allowed to speak more than once upon any particular subject until every other member desiring to do so shall have spoken.

Remarks of Members and Synopsis of Debate

A member may request through the presiding officer the privilege of having an abstract of his or her statement on any subject under consideration by the body entered in the minutes. If the body consents, such statement shall be entered in the minutes.

Protest Against Action

Any member has the right to have the reasons for his or her dissent from, or his or her protest against any action of the body entered in the minutes. Such dissent or protest to be entered in the minutes shall be made in the following manner: "I would like the minutes to show that I am opposed to this action for the following reasons. . ."

Addressing the Boards, Commission, and Committees

A. Manner of Addressing the Boards, Commissions, and Committees. Each person desiring to address the body shall step up to the microphone in the front of the Council Chamber, state his or her name for the record, state the subject he or she wishes to discuss, state whom he or she is representing if he or she represents an organization or other persons, and, unless further time is granted by majority vote of the Body, shall limit his or her remarks to three minutes at the time an agenda item is called and five minutes during oral communications. All remarks shall be addressed to the body as a whole and not to a specific member. No question shall be asked of a member or a member of the City Staff without the permission of the presiding officer.

B. Spokesperson for Group of Persons. In order to expedite matters and to avoid repetitious presentations, whenever any group of persons wishes to address the body on the same subject matter, it shall be proper for the presiding officer to request that a spokesperson be chosen by the group to address the body and, in case additional matters are to be presented by any other member of the group, to limit the number of such persons addressing the body.

C. After Motion. After motion has been made or a public hearing has been closed, no member of the public shall address the body from the audience on the matter under consideration without first securing permission to do so by a majority vote of the body.

Rules of Decorum

A. Members. While the body is in session, the members must preserve order and decorum, and a member shall neither by conversation or otherwise delay or interrupt the proceedings or the peace of the body or disturb any member while speaking or refuse to obey the orders of the presiding officer. Members of the body shall not leave their seats during a meeting without first obtaining the permission of the presiding officer.

B. Employees. Members of the City Staff and employees shall observe the same rules of order and decorum as are applicable to the body, with the exception that

members of the City Staff may leave their seats during a meeting without first obtaining the permission of the presiding officer.

C. **Persons Addressing the Body and Members of the Audience.** Members of the audience shall not engage in disorderly or boisterous conduct, including the utterance of loud, threatening, or abusive language, clapping, whistling, yelling, stamping of feet, or other acts which actually disturb, disrupt, impede, or otherwise render the orderly conduct of the public meeting infeasible. A member of the audience engaging in any such disorderly conduct shall, at the discretion of the presiding officer or a majority of the body, be subject to ejection from that meeting.

D. **Violation of the California Penal Code.** Any person or persons who willfully disrupts, disturbs, or otherwise impedes the orderly conduct of a public meeting may be prosecuted pursuant to Penal Code Section 403 (Disturbance of Public Assembly or Meeting). Every person who violates Penal Code Section 403 is guilty of a misdemeanor.

E. **Persons Authorized at Dais.** During a meeting no person, except members of the body and the City staff, shall be permitted on, at or within five feet of the council dais without the prior consent of the presiding officer.

Motions

A motion by any member of the body, including the presiding officer, may not be considered by the body without receiving a second.

Any vote of the body including a roll call vote, may be registered by the members by answering “yes” or “aye” for an affirmative vote or “no” or “nay” for a negative vote upon his or her name being called by the Secretary.

Any member who is disqualified from voting on a particular matter by reason of a conflict of interest shall publicly state or have the presiding officer state the nature of such disqualification in open meeting. Where no clearly disqualifying conflict of interest appears, the matter of disqualification may, at the request of the member affected, be decided by the other members. A member who is disqualified by reason of a conflict of interest in any manner shall not remain seated during the debate and vote on such matter, but shall request and be given the permission of the presiding officer to step down from the dais and leave the Council Chamber. A member stating such disqualification shall not be counted as a part of a quorum and shall be considered absent for the purpose of determining the outcome of any vote on such matter.

Every member should vote unless disqualified by reason of conflict of interest or bias/prejudice. A member who abstains from voting without a disqualifying conflict of interest or bias/prejudice thereby consents that a majority of the quorum may decide the question voted upon.

Tie votes shall be lost motions and may be reconsidered.

A member may change his or her vote prior to adjournment of meeting but not thereafter. A member who publicly announces that he or she is abstaining from voting on a particular matter shall not subsequently be allowed to withdraw the abstention.

A motion to reconsider any action taken by the body may be made only on the day such action was taken. It may be made either immediately during the same session, or at a recessed or adjourned session thereof. Such motion may be made only by one of the members who voted with the prevailing side. Nothing herein shall be construed to prevent any member from making or remaking the same or any other motion at a subsequent meeting of the body.

Limited Printing Policy

In support of environmental sustainability, cost reduction, and operational efficiency, the City of Los Alamitos emphasizes a Limited Printing Policy. This policy restricts printing to essential documents only and encourages the use of digital alternatives wherever possible.

Objectives

1. Environmental Responsibility: Reduce paper consumption and waste to support environmental sustainability initiatives.
2. Cost Reduction: Decrease expenses related to paper, ink, printers, and maintenance through limiting the publication, printing, and storage of hard copy documents when permitted by law and when consistent with applicable records retention requirements.
3. Efficiency and Productivity: Streamline operations through the use of digital tools, reducing time spent on printing, filing, and retrieving paper documents. Identify and use alternatives to printing with collaborative software and other cloud computing tools to distribute, store and edit documents.
4. Data Security: Enhance the security of sensitive information by minimizing the risk of document loss or unauthorized access associated with physical paper.

Policy Jurisdiction

This policy applies to Board, Commission, and Committee Members and applies to the use of City of Los Alamitos internal printers. It covers all types of documents, including but not limited to:

- Internal and external correspondence (e.g., emails, memos)
- Reports and presentations
- Meeting agendas and minutes
- Forms and applications
- Marketing and promotional materials

Digital Tools and Resources

To support the reduction of printing, the City of Los Alamitos provides access to the following digital tools and resources:

1. Electronic Signatures: Platforms like DocuSign, Adobe Sign, or other signature programs should be used for securely signing documents without printing.

Printing Restrictions Printing is limited to the following essential circumstances:

1. Legal or Regulatory Compliance: Documents required by law or regulation to be in physical form.
2. Public Records Requests: Documents specifically requested through the formal public records request may be provided to the requestor in hard copy with applicable charges associated to the printing of the materials.
3. Critical Operational Needs: Documents necessary for critical operational functions that cannot be effectively handled electronically. A hard copy may be provided with applicable charges associated to the printing of the materials.

Printing Best Practices When printing is deemed necessary, the following best practices must be followed:

1. Double-Sided Printing: Utilize double-sided printing to reduce paper usage.
2. Print Preview: Use the print preview function to avoid printing errors and unnecessary pages.
3. Draft Mode: Print in draft mode for non-final documents to save ink.
4. Page Limits: Limit the number of pages printed to the minimum required, which is less than two pages. If the number of pages exceeds two, then a digital copy will be provided.

Communications with Staff

Board, Commission, and Committee members are encouraged to contact their liaison directly to ask questions for clarification or to request information. A Board, Commission, or Committee Member shall not direct Staff to initiate any action, change a course of action, or prepare any report that is significant in nature, nor shall a Member initiate any project or study without the approval of a majority of a quorum of Board, Commission, or Committee at a properly agendized meeting.

Request for Information for additional information on subject matters of interest

All requests should be made to the City liaison. The liaison will coordinate requests with the appropriate departments. The department head will take into consideration the amount of time and resources required to compile the requested information and advise the Member within 12 working days of an anticipated delivery date. Delivery dates are estimations based on current workloads, the number of information requests being received, available staff, etc.

Some information requested may take longer to retrieve. Anticipated delivery dates are subject to change at the department head's discretion. If the department head estimates compiling the requested information will require more than two hours of Staff time or otherwise necessitate a significant amount of Staff time to complete, then the department head will place the request on the next Board, Commission, Committee Agenda for approval and authorization by a majority vote of a quorum of the Board, Commission or Committee.

Information requests made by a Member and the resulting production of information, and records will be shared with the entire Board, Commission, or Committee to ensure equity in the distribution of information.

Responses will be provided in the most efficiently accessible way, including links to websites and electronic documents.

Undue Influence on Staff

Board, Commission, and Committee Members shall not attempt to coerce or influence Staff in making appointments, awarding contracts, selecting consultants, processing development applications, granting City licenses or permits, or assigning tasks and/or moving up tasks' timeline. The Board, Commission, and Committee shall not attempt to change or interfere with the operating policies and practices of any City department.

Complaints Regarding the Performance of Staff

Any concerns by a member of a Board, Commission, or Committee over the behavior or work of a City employee should be directed to the City Manager privately to ensure the concern is resolved and investigated completely and equitably. Members shall not reprimand employees directly, nor shall they communicate their concerns to anyone other than the City Manager. Board, Commission, or Committee members shall refrain from berating, chastising, or speaking negatively about Staff to or in front of members of the public.

PARKS, RECREATION AND CULTURAL ARTS COMMISSION

The Commission shall have such power, authority and duties as may be assigned by resolution of the City Council, as such may be adopted or amended by the City Council from time to time.

The City Council may, from time to time, empower the Commission:

1. To act in an advisory capacity to the City Council in all matters pertaining to public recreation, parks and community services, and to cooperate with other governmental agencies and civil groups in the advancement of sound recreation and parks planning and programming;
2. To act in an advisory capacity to the City Council in all matters pertaining to fine arts and cultural affairs, including proposing programs that will develop fine arts and cultural affairs activities in the City, such as improving the local library services, sponsoring art exhibits, musical and dramatic productions and working closely with all community organizations, agencies, schools and interested individuals in developing programs and activities for the cultural enrichment of City residents;
3. To formulate policies on recreational services and cultural enrichment for approval by the City Council;
4. To advise the City Council on problems of development of recreation and fine arts areas, facilities, programs and services;
5. To assist the City Council, when necessary, in the coordination of community-wide services sponsored by other governmental agencies and voluntary organizations;
6. To make periodic appraisals of the total recreation and parks operations in the City, to make periodic appraisals of the total fine arts and cultural affairs activities in the City, and to interpret the needs of the public in this regard to the City Council.

PERSONNEL APPEALS COMMISSION

The powers and duties of the Commission shall consist of:

1. To determine the order of business for the conduct of its meetings and hearings, and to hold such meetings as may be required by the rules or on call of the Chairperson or a majority of the members of the Commission. A majority of the members of the Commission shall constitute a quorum for the transaction of business;
2. As provided by the personnel rules, to receive and hear appeals submitted by any person in the competitive service relative to any dismissal, demotion, reduction in pay or suspension without pay for forty (40) hours or more and to certify the findings and recommendations as provided in this article;
3. In any hearing conducted by the Commission, it shall have the power to examine witnesses under oath and compel their attendance or production of evidence by subpoenas issued in the name of the City and attested by the City Clerk. It shall be the duty of the Police Chief to cause all such subpoenas to be served and refusal of a person to attend or to testify in answer to such subpoena shall subject the person to prosecution in the same manner set forth below for failure to appear before the City Council in response to a subpoena issued by the City Council. Each member of the Personnel Appeals Commission shall have the power to administer oaths to witnesses;
4. Within ten days after concluding the hearing, the Personnel Appeals Commission shall affirm, revoke or modify the action taken and certify its findings and decision to the City Council, City Manager and to the affected employee. The decision of the Personnel Appeals Commission shall be final and binding upon the City and its officials;
5. Prepare rules of procedure for the conduct of appeal hearings including, but not limited to, requiring attendance of witnesses, swearing of witnesses, order and burden of proof, examination of witnesses by the parties and Commission, deliberation by the Commission and preparation of findings and conclusions.

PLANNING COMMISSION

The Planning Commission shall have the powers and duties provided by the statutes of the state of California and local ordinances.

TRAFFIC COMMISSION

The Commission shall have such power, authority and duties as may be assigned by resolution of the City Council, as such may be adopted or amended by the City Council from time to time.

The City Council may, from time to time, empower the Commission:

1. Review requests for traffic safety regulatory signs and markings and make determinations pertaining thereto;
2. Initiate special studies on any unsafe or malfunctioning traffic condition and determine solutions to such conditions;
3. Review complaints, requests or suggestions concerning traffic safety conditions;
4. Perform such other functions as the City Council may request from time to time;
5. Review speed limits, one-way street designations, speed humps/bumps, traffic signals and any other device for traffic control and make recommendations to the City Council pertaining thereto.
6. Except as specified above, the Traffic Commission is an advisory body to the City Council.

City of Los Alamitos

CITY COUNCIL AGENDA REPORT

MEETING DATE: September 15, 2025

ITEM NUMBER: 11D

To: Mayor Shelley Hasselbrink & Members of the City Council

**Presented By: Michael Daudt, City Attorney
Tom Oliver, Associate Planner**

Subject: Ordinance No. 2025-06 - Regulation of Group Homes and Sober Living Homes

SUMMARY

Draft Ordinance Number 2025-06 is recommended for City Council adoption. At its regular meeting of August 18, 2025, the City Council introduced the first reading of Ordinance No. 2025-06, an amendment to Title 5 (Business Licenses and Regulations) and Title 17 (Zoning) of the Los Alamitos Municipal Code concerning the regulation of group homes and sober living facilities. The City of Los Alamitos has seen a slight increase in the number of sober-living facilities operating in its single-family parcels. As a result, the City has received comments and concerns from members of the public regarding the strength of local regulations governing these facilities. Absent such regulations, surrounding communities have reported adverse impacts from these facilities, including but not limited to: noise, excessive debris/trash, second-hand smoke, loitering, traffic, increased parking demands, and the clustering of group homes near each other. The proposed Ordinance seeks to regulate group homes and sober living facilities to address issues and concerns while providing both a safe space for individuals to recover from drug and alcohol addiction, and preserving the residential character of neighborhoods. At its June 25, 2025, meeting, the Planning Commission, by Resolution, recommended that the City Council adopt Ordinance No. 2025-06.

RECOMMENDATION

Adopt Ordinance No. 2025-06, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADDING CHAPTER 5.52 (GROUP HOMES) AND SECTION 17.28.290 (GROUP HOMES) TO THE LOS ALAMITOS MUNICIPAL CODE AND AMENDING SECTION 17.08.020 (ALLOWED USES AND PERMIT REQUIREMENTS FOR RESIDENTIAL ZONES) OF THE LOS ALAMITOS MUNICIPAL CODE."

BACKGROUND

State and Federal Law

The California Constitution gives cities certain police powers to preserve the characteristics of residential zones. The Federal Fair Housing Act (FHAA) and California Fair Employment Housing Act (FEHA) prohibit enforcement of zoning ordinances that, on their face, discriminate or have the effect of discriminating against equal housing opportunities for persons with disabilities. Persons recovering from alcohol and drug addiction who are not currently using alcohol or drugs are considered persons with disabilities under both the FHAA and FEHA. The FHAA and FEHA also require that the City provide reasonable accommodations to its zoning

ordinances if such accommodation is necessary to afford a handicapped person an equal opportunity to use and enjoy a dwelling.

The California Lanterman Act requires cities to treat state-licensed residential care facilities serving six or fewer as a residential use. As such, the City cannot impose any zoning restrictions on state-licensed residential care facilities that it does not impose on other residences.[1] A city also cannot impose zoning restrictions or occupancy limits for unrelated persons who live together, that do not also apply to other single-family residences, if the unrelated persons live together as a single housekeeping unit.[2] If a group of people living together can meet the definition of a "household" or "family," there is no limit on the number of people who are permitted to live together, except for Housing Code limits.

[1] Health and Safety code 11834.21; 11834.23.

[2] City of Santa Barbara v. Adamson, 27 Cal. 3d 123, 134.

Sober Living Homes

The purpose of sober-living homes is to provide a comfortable living environment for persons with drug or alcohol addictions in which they remain "clean and sober", and can participate in a recovery program in a residential community environment, and reside in the residential neighborhood of their choice. There is also a legitimate interest in protecting the vulnerable clients of these facilities who are persons in alcohol and drug recovery. Without regulations, oversight, and government control, people are being taken advantage of by business-oriented facility operators, who care more about their profit than the health and well-being of the people residing in their facilities. Individuals in recovery are being exploited for their insurance money and financial gain to the disadvantage of the people residing in the facilities, as well as the surrounding neighborhoods.

Over the last decade, the number of sober-living homes in Orange County has rapidly increased, leading to an over-concentration of sober-living homes in certain residential areas which is detrimental to the residential character of these neighborhoods. The City of Los Alamitos has seen a slight increase in the number of sober-living facilities operating in its single-family parcels. As a result, the City has received comments and concerns from members of the public regarding the strength of local regulations governing these facilities.

Absent such regulations, surrounding communities have reported adverse impacts from these facilities, including but not limited to: noise, excessive debris/trash, second-hand smoke, loitering, traffic, increased parking demands, and the clustering of group homes near each other. The clustering of these homes can have the effect of altering the residential character of neighborhoods so that they appear more institutional and business-oriented in nature.

DISCUSSION

Ordinance No. 2025-06 seeks to regulate group homes and sober living facilities to address issues and concerns while providing both a safe space for individuals to recover from drug and alcohol addiction and preserving the residential character of neighborhoods. The proposed Ordinance regulates group homes and sober living homes in accordance with State and Federal law. During its June 25, 2025, meeting, the Planning Commission, through Resolution, recommended that the City Council adopt draft Ordinance Number 2025-06. On August 18, 2025, the City Council conducted a first reading of the proposed Ordinance. Tonight, this item, through the attached draft Ordinance, is recommended for City Council adoption.

Proposed Regulations on Group Homes and Sober Living Facilities

The proposed Ordinance excludes state-licensed care facilities and any group home and/or sober living home that operates as a single housekeeping unit from its zoning restrictions and permit requirements. Facilities that are licensed by the State or households that operate as a single housekeeping unit will not be regulated by this Ordinance in compliance with State law.

- Group homes with six or fewer residents in the R1, R2, R3, and M-H zones must obtain a special use permit.
- Group homes with seven or more residents are not permitted in the R1 zone.
- Group homes with seven or more residents in the R2, R3, and M-H zones must obtain a conditional use permit and an operator's permit.
- Permits will not be issued unless there is a 650-foot separation between the applicant's group home and any other sober-living home or a state-licensed alcoholism or drug abuse recovery or treatment facility.
- All occupants, other than the house manager, must actively participate in a legitimate recovery program.
- A permit will not be issued if the owner/operator or staff person is a sex offender, violent felon, or drug dealer.

Additional requirements include a twenty-four-hour house manager present at the group home on a day-to-day basis, transportation for evicted residents to their permanent address, and prohibition of the use of any alcohol or any non-prescription drug at the sober-living home or by any resident either on or off-site.

Existing group homes will be required to come into compliance with the newly enacted regulations. Group homes with six or less occupants must apply for a special use permit within ninety days of the effective date of the ordinance. Existing group homes with seven or more occupants must apply for an operator's permit within ninety days of the effective date of the ordinance and obtain a Conditional Use Permit within one year.

Environmental Review

This Ordinance does not constitute a project as defined by the Public Resources Code. Public Resources Code § 21065 defines a "project" as "an activity which may cause either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment." The proposed Ordinance does not have the potential to result in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, as the Ordinance does not call for any change in the existing environmental conditions within the City.

The proposed Ordinance No. 2025-06 is not a "project" subject to the California Environmental Quality Act (CEQA). (Public Resources Code § 21065; CEQA Guidelines § 15378(a).)

FISCAL IMPACT

None.

- Attachment:
1. Ordinance No. 2025-06 - Group Home Code Amendment
 2. Planning Commission Resolution No. 2025-02

ORDINANCE NO. 2025-06

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, ADDING CHAPTER 5.52 (GROUP HOMES) AND SECTION 17.28.290 (GROUP HOMES) TO THE LOS ALAMITOS MUNICIPAL CODE AND AMENDING SECTION 17.08.020 (ALLOWED USES AND PERMIT REQUIREMENTS FOR RESIDENTIAL ZONES) OF THE LOS ALAMITOS MUNICIPAL CODE

WHEREAS, under the California Constitution, Article XI, Section 7, the City has been granted broad police powers to preserve the residential characteristics of its R1, R2, R3, R4 and M-H zones, which powers have been recognized by both the California Supreme Court and United States Supreme Court, the latter of which has stated that, “It is within the power of the legislature to determine that the community should be beautiful as well as healthy, spacious as well as clean, well-balanced as well as carefully patrolled;” and,

WHEREAS, the Federal Fair Housing Act Amendments (“FHAA”) and the California Fair Employment Housing Act (“FEHA”) prohibit enforcement of zoning ordinances which on their face discriminate, or have the effect of discriminating, against equal housing opportunities for persons with disabilities; and,

WHEREAS, a core purpose of the FHAA, FEHA and California’s Lanterman Act is to provide a broader range of housing opportunities to persons with disabilities; to free persons with disabilities, to the extent possible, from institutional style living; and to ensure that persons with disabilities have the opportunity to live in normal residential surroundings and use and enjoy a dwelling in a manner similar to the way a dwelling is enjoyed by others; and,

WHEREAS, to fulfill this purpose the FHAA and FEHA also require that the City provide reasonable accommodations to its zoning ordinances if such accommodation is necessary to afford a handicapped person an equal opportunity to use and enjoy a dwelling; and,

WHEREAS, the Lanterman Act fulfills this purpose in part by requiring cities to treat state-licensed residential care facilities serving six or fewer as a residential use; and,

WHEREAS, in enacting this Ordinance the City Council of the City of Los Alamitos is attempting to strike a balance between the City’s and residents’ interests of preserving the characteristics of residential neighborhoods and to provide opportunities for persons with disabilities to reside in such neighborhoods that are enjoyed by others; and,

WHEREAS, over the past several years cities have seen a significant increase in the number of single- and multi-family homes being utilized as alcohol and drug recovery

facilities for large numbers of individuals (hereafter, “sober living homes”); and,

WHEREAS, the increase appears to be driven in part by the Substance Abuse and Crime Prevention Act of 2000 (hereafter, “the Act”) adopted by California voters which provides that specified first-time drug and alcohol offenders are to be afforded the opportunity to receive substance abuse treatment rather than incarceration; and,

WHEREAS, the Affordable Care Act has significantly expanded the availability of health care coverage for substance abuse treatment; and,

WHEREAS, surrounding jurisdictions have seen a sharp increase in the number of sober living homes, which has generated secondary impacts including, but not limited to neighborhood parking shortfalls, overcrowding, inordinate amounts of second-hand smoke, and noise; and the clustering of sober living facilities in close proximity to each other creating near neighborhoods of sober living homes; and,

WHEREAS, the purpose of sober living homes is to provide a comfortable living environment for persons with drug or alcohol addictions in which they remain clean and sober and can participate in a recovery program in a residential, community environment, and so that they have the opportunity to reside in the residential neighborhood of their choice; and,

WHEREAS, recovering alcoholics and drug addicts, who are not currently using alcohol or drugs, are considered persons with disabilities under both the FHAA and FEHA; and,

WHEREAS, based on cities’ experiences it has become clear that at least some operators of sober living homes are driven more by a motivation to profit rather than to provide a comfortable living environment in which recovering addicts have a realistic potential of recovery, or to provide a living environment which remotely resembles the manner in which the non-disabled use and enjoy a dwelling; and,

WHEREAS, persons with drug and/or alcohol addictions are an extremely vulnerable population and the City desires to protect these persons from sober living home operators, who are interested solely in profit and have been exploiting persons in recovery for insurance money and financial gain to the disadvantage of the person as well as the surrounding neighborhood; and,

WHEREAS, establishing distance requirements for sober living homes is reasonable and non-discriminatory and not only helps preserve the residential character of the R1, R2, R3, R4 and M-H zones, but also furthers the interest of ensuring that persons with disabilities are not living in overcrowded environments that are counterproductive to their well-being and recovery; and,

WHEREAS, sober living homes do not function as a single housekeeping unit for the following reasons: (1) they house extremely transient populations (programs are

generally about 90 days and a 2008 UCLA study found that 65-70% of recovering addicts don't finish their recovery programs); (2) the residents generally have no established ties to each other when they move in and typically do not mingle with other neighbors; (3) neighbors generally do not know who or who does not reside in the home; (4) the residents have little to no say about who lives or doesn't live in the home; (5) the residents do not generally share expenses; (6) the residents are often responsible for their own food, laundry and phone; (7) when residents disobey house rules they are often just kicked out of the house; (8) the residents generally do not share the same acquaintances; and (9) residents often pay significantly above market rate rents; and,

WHEREAS, because of their extremely transient populations, above-normal numbers of individuals/adults residing in a single dwelling and the lack of regulations, sober living facilities present problems not typically associated with more traditional residential uses, including but not limited to: the housing of large numbers of unrelated adults who may or may not be supervised; disproportionate numbers of cars associated with a single housing unit, which causes disproportionate traffic and utilization of on-street parking; excessive noise and outdoor smoking, which interferes with the use and enjoyment of neighbors' use of their property; neighbors who have little to no idea who does and does not reside in the home; little to no participation in community activities that form and strengthen neighborhood cohesion; disproportional impacts from the average dwelling unit to nearly all public services including sewer, water, parks, libraries, transportation infrastructure, fire and police; a history of congregating in the same general area; and the potential influx of individuals with a criminal record; and,

WHEREAS, a variable separation requirement will still allow for a reasonable market for the purchase and operation of sober living homes within the City and still result in preferential treatment for sober living homes in that individuals in a similar living situation (i.e., in boardinghouse-style residences) have fewer housing opportunities than persons with disabilities; and,

WHEREAS, housing inordinately large numbers of unrelated adults in a single dwelling or congregating sober living homes in close proximity to each other does not provide persons with disabilities with an opportunity to "live in normal residential surroundings," but rather places them into living environments bearing more in common with the types of institutional/campus/dormitory living that the FEHA and FHAA were designed to provide relief from for persons with disabilities, and which no reasonable person could contend provides a life in a normal residential surrounding; and,

WHEREAS, notwithstanding the above, the City Council recognizes that while not in character with residential neighborhoods, when operated responsibly, group homes, including sober living homes, provide a societal benefit by providing persons with disabilities the opportunity to live in residential neighborhoods, as well as providing recovery programs for individuals attempting to overcome their drug and alcohol addictions, and that therefore providing greater access to residential zones to group homes, including sober living homes, than to boardinghouses or any other type of group living provides a benefit to the City and its residents; and,

WHEREAS, without some regulation there is no way of ensuring that the individuals entering into a group home are persons with disabilities and entitled to reasonable accommodation under local and state law; that a group home is operated professionally to minimize impacts to the surrounding neighborhood; and that the secondary impacts from over concentration of both group homes in a neighborhood and large numbers of unrelated adults residing in a single facility in an individual home are lessened; and,

WHEREAS, in addition to group homes locating in residential neighborhoods other state-licensed residential care facilities for six or fewer persons who are mentally disabled or otherwise disabled or supervised, are also taking up residence in these neighborhoods; and,

WHEREAS, the purpose of group homes for persons with disabilities is to provide persons with disabilities an equal opportunity to comfortably reside in the residential neighborhood of their choice; and,

WHEREAS, on June 25, 2025, the Planning Commission held a duly noticed Public Hearing concerning the proposed amendments to the Los Alamitos Municipal Code, and recommended City Council approval of this Ordinance; and,

WHEREAS, the City Council opened a duly noticed Public Hearing concerning the proposed Amendments on ____ 2025; 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:

1. *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.*

This Ordinance ensures and maintains internal consistency with the actions, goals, objectives, and policies of the General Plan, including without limitation Land Use Policy 2.7 – Quality of life uses (Maintain, improve, and expand uses that define and enhance the City’s quality of life, including parks, trails, open spaces, and public facilities) and Economic

Development Policy 2.2 – Effective land use regulation (Ensure that development standards, use regulations, and the permitting process (especially discretionary permitting), are streamlined and effective, yet maintain protections for the community’s quality of life) and will not create any inconsistencies with the Zoning Code.

2. *This Ordinance will not be detrimental to the public convenience, health, interest, safety, or welfare of the City.*

This Ordinance attempts to strike a balance between the City’s and residents’ interests of preserving the characteristics of residential neighborhoods and to provide opportunities for persons with disabilities to reside in such neighborhoods that are enjoyed by others. This Ordinance will ensure that that the individuals entering into a group home are persons with disabilities and entitled to reasonable accommodation under local and state law; that a group home is operated professionally to minimize impacts to the surrounding neighborhood; and that the secondary impacts from over concentration of both group homes in a neighborhood and large numbers of unrelated adults residing in a single facility in an individual home are lessened. Accordingly, this Ordinance will not be detrimental to the public convenience, health, interest, safety, or welfare of the City.

3. *This Ordinance has been reviewed in compliance with the provisions of the California Environmental Quality Act (CEQA) and the City’s environmental review procedures.*

This Ordinance 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.

4. *The proposed amendment is internally consistent with other applicable provisions of this Zoning Code.*

The proposed Zoning Code amendments will ensure that the group home regulations set forth in this Ordinance are internally consistent with other applicable provisions of the Zoning Code.

SECTION 3. Chapter 5.52 is hereby added to Title 5 (Business Licenses and Regulations) of the Los Alamitos Municipal Code to read as follows:

Chapter 5.52 GROUP HOMES

§ 5.52.010 Definitions.

The following definitions shall apply to this Chapter. To the extent these definitions conflict with any other provision in the Municipal Code, these definitions shall control:

“Alcoholism or drug abuse recovery or treatment facility” means adult alcoholism or drug abuse recovery or treatment facilities that are licensed pursuant to Section 11834.01 of the California Health & Safety Code. Alcoholism or drug abuse recovery or treatment facilities are a subset of residential care facilities.

“Director” means the Director of the Development Services Department of the City of Los Alamitos, or their designee.

“Disabled” shall have the same meaning as handicapped.

“Fair housing laws” means the Federal Fair Housing Act, the Americans with Disabilities Act, and the California Fair Employment and Housing Act, as each statute may be amended from time to time, and each statute’s implementing regulations.

“Group home” means a facility that is being used as a supportive living environment for persons who are considered disabled under state or federal law. A group home operated by a single operator or service provider (whether licensed or unlicensed) constitutes a single facility, whether the facility occupies one or more dwelling units. Group homes shall not include the following: (1) residential care facilities; or (2) any group home that operates as a single housekeeping unit.

“Handicapped” means, as more specifically defined under the fair housing laws, a person who has a physical or mental impairment that limits one (1) or more major life activities, a person who is regarded as having that type of impairment, or a person who has a record of that type of impairment, not including current, illegal use of a controlled substance.

“Household” means all the people occupying a dwelling unit and includes people who live in different units governed by the same operator.

“Integral facilities” means any combination of two or more group homes which may or may not be located on the same or contiguous parcels of land, that are under the control and management of the same owner, operator, management company or licensee or any affiliate of any of them, and are integrated components of one operation shall be referred to as integral facilities and shall be considered one facility for purposes of applying federal, state and local laws to its operation. Examples of such integral facilities include, but are not limited to, the provision of housing in one facility and recovery programming,

treatment, meals, or any other service or services to program participants in another facility or facilities or by assigning staff or a consultant or consultants to provide services to the same program participants in more than one licensed or unlicensed facility.

“Integral uses” means any two or more residential care programs commonly administered by the same owner, operator, management company or licensee, or any affiliate of any of them, in a manner in which participants in two or more care programs participate simultaneously in any care or recovery activity, or activities so commonly administered. Any such integral use shall be considered one use for purposes of applying federal, state and local laws to its operation.

“Operator” means a company, business or individual who provides residential services, i.e., the placement of individuals in a residence, setting of house rules, and governing behavior of the residents as residents. Operator does not include a property owner or property manager that exclusively handles real estate contracting, property management and leasing of the property and that does not otherwise meet the definition of operator.

“Property” means any single development lot that has been subdivided bearing its own assessor’s parcel number or with an approved subdivision map or condominium map.

“Residential care facility” means a residential facility licensed by the state where care, services, or treatment is provided to persons living in a supportive community residential setting. Residential care facilities include but may not be limited to the following: intermediate care facilities for the developmentally disabled (Health & Saf. Code §§ 1267.8, 1267.9); community care facilities (Health & Saf. Code §§ 1500 et seq.); residential care facilities for the elderly (Health & Saf. Code §§ 1569 et seq.); residential care facilities for the chronically ill (22 C.C.R. § 87801(a)(5); Health & Saf. § 1568.02); alcoholism and drug abuse facilities (Health & Saf. Code §§ 11834.02-11834.30); pediatric day health and respite care facilities (Health & Saf. Code §§ 1760 et seq.); residential health care facilities, including congregate living health facilities (Health & Saf. Code §§ 1265 – 1271.1, 1250(i), 1250(e), (h)); family care home, foster home, group home for the mentally disordered or otherwise handicapped persons or dependent and neglected children (Wel. & Inst. Code §§ 5115-5120).

“Single housekeeping unit” means that the occupants of a dwelling unit have established ties and familiarity with each other, jointly use common areas, interact with each other, share meals, household activities, and expenses and responsibilities; membership in the single housekeeping unit is fairly stable as opposed to transient, members have some control over who becomes a member of the household, and the residential activities of the household are conducted on a nonprofit basis. There is a rebuttable presumption that integral facilities do not constitute single housekeeping units.

Additional indicia that a household is not operating as a single housekeeping unit include but are not limited to: the occupants do not share a lease agreement or ownership of the property; members of the household have separate, private entrances from other members; members of the household have locks on their bedroom doors; members of

the household have separate food storage facilities, such as separate refrigerators.

“Sober living home” means a group home for persons who are recovering from a drug and/or alcohol addiction and who are considered disabled under state or federal law. Sober living homes shall not include the following: (1) residential care facilities; (2) any sober living home that operates as a single housekeeping unit.

§ 5.52.020 Zoning requirements.

In addition to the requirements of this Article, all group homes subject to this Article shall comply with the requirements set forth in Section 17.28.290 of Title 17 of this Code.

§ 5.52.030 Operator’s permit required.

It is unlawful for any person to operate, or to permit any person to operate, a group home on any property located within the R2, R3, R4 and M-H zones, without a valid operator’s permit issued for that group home pursuant to the provisions of this Chapter.

§ 5.52.040 Exceptions.

The requirements of this Chapter shall not apply to:

1. A group home that has six or fewer occupants, not counting a house manager, and that is in compliance with the applicable provisions of Section 17.28.290 of Title 17 of this Code.
2. A state-licensed alcoholism or drug abuse recovery or treatment facility.
3. A state-licensed residential care facility.

§ 5.52.050 Requirements for issuance of operator’s permit.

- A. The owner/operator shall submit an application to the Director that provides the following information:
 1. The name, address, phone number and driver’s license number of the owner/operator.
 2. A live scan of the owner/operator and house manager(s).
 3. If the applicant and/or operator is a partnership, corporation, firm or association, then the applicant/operator shall provide the additional names and addresses as follows and such persons shall also sign the application:
 - i. Every general partner of the partnership;
 - ii. Every owner with a controlling interest in the corporation; and

- iii. The person designated by the officers of a corporation as set forth in a resolution of the corporation that is to be designated as the permit holder.
 - 4. The license and permit history of the applicant(s), including whether such applicant(s), in previously operating a similar use in this or another city, county or state under license and/or permit, has had such license and/or permit revoked or suspended, and the reason therefor.
 - 5. The name, address, phone number and driver's license number of the house manager.
 - 6. A copy of the group home rules and regulations.
 - 7. Written intake procedures.
 - 8. The group home relapse policy.
 - 9. An affirmation by the owner/operator that only residents (other than the house manager) who are disabled as defined by state and federal law shall reside at the group home.
 - 10. Blank copies of all forms that all residents and potential residents are required to complete.
 - 11. A fee for the cost of processing of the application as set by resolution of the City Council.
- B. Requirements for operation of group homes.
- 1. The group home has a house manager who resides at the group home or any multiple of persons acting as a house manager who are present at the group home on a twenty-four-hour basis and who are responsible for the day-to-day operation of the group home.
 - 2. All garage and driveway spaces associated with the dwelling unit shall, at all times, be available for the parking of vehicles. Residents and the house manager may each only store or park a single vehicle at the dwelling unit or on any street within five hundred feet of the dwelling unit. The vehicle must be operable and currently used as a primary form of transportation for a resident or the house manager of the group home.
 - 3. Occupants must not require, and operators must not provide, "care and supervision" as those terms are defined by Health and Safety Code Section 1503.5 and Section 80001(c)(3) of Title 22, California Code of Regulations.

4. Integral group home facilities are not permitted. Applicants shall declare, under penalty of perjury, that the group home does not operate as an integral use/facility.
5. If the group home operator is not the property owner, written approval from the property owner to operate a group home at the property.
6. At least forty-eight hours prior to eviction from or involuntary termination of residency in a group home, the operator thereof shall:
 - i. Notify the person designated as the occupant's emergency contact or contact of record that the occupant will no longer be a resident at the home.
 - ii. Contact the Orange County Health Care Agency OC Links Referral Line or other entity designated by the City to determine the services available to the occupant, including, but not limited to, alcohol and drug inpatient and outpatient treatment.
 - iii. Notify the Los Alamitos Police Department that an occupant is no longer a resident at the home, determine the services available therefrom.
 - iv. Provide the information obtained from paragraphs (ii) and (iii) of this Subsection (B)(6) and any other treatment provider or service to the occupant prior to his or her release on a form provided by the City and obtain the occupant's signed acknowledgement thereon.
 - v. Provided, however, that if the occupant's behavior results in immediate termination of residency pursuant to rules approved by the City as part of the special use permit for that facility, the operator shall comply with paragraphs i through iv of this Subsection (B)(6) as soon as possible.
7. Prior to an occupant's eviction from or involuntary termination of residency in a group home, the operator thereof shall also:
 - i. Make available to the occupant transportation to the address listed on the occupant's driver license, state issued identification card, or the permanent address identified in the occupant's application or referral to the group home.
 - ii. Provided, however, that should the occupant decline transportation to his or her permanent address or otherwise has no permanent address, then the operator shall make available to the occupant transportation to another group home or residential care facility that has agreed to accept the occupant.
8. The group home operator shall maintain records for a period of one year following eviction from or involuntary termination of residency of an occupant that document

compliance with Subsections (B)(6) and (B)(7) of this Section; provided, however, that nothing herein shall require an operator of a group home to violate any provision of state or federal law regarding confidentiality of health care information. The group home operator may not satisfy the obligations set forth in Subsection (B)(7) by providing remuneration to the occupant for the cost of transportation.

9. All drivers of vehicles picking up or dropping off persons at a group home shall comply with all applicable provisions of this Code and the California Vehicle Code, including, but not limited to, those provisions regulating licensure and parking, standing and stopping.
10. The property must be in full compliance with all building codes, the Los Alamitos Municipal Code, and zoning.
11. In addition to the regulations outlined above, the following shall also apply to sober living homes:
 - i. All occupants, other than the house manager, must be actively participating in legitimate recovery programs, including, but not limited to, Alcoholics Anonymous or Narcotics Anonymous and the sober living home must maintain current records of meeting attendance. Under the sober living home's rules and regulations, refusal to actively participate in such a program shall be cause for eviction.
 - ii. The sober living home's rules and regulations must prohibit the use of any alcohol or any non-prescription drugs at the sober living home or by any recovering addict either on or off site. The sober living home must also have a written policy regarding the possession, use and storage of prescription medications. The facility cannot dispense medications but must make them available to the residents. The possession or use of prescription medications is prohibited except for the person to whom they are prescribed, and in the amounts/dosages prescribed. These rules and regulations shall be posted on site in a common area inside the dwelling unit. Any violation of this rule must be cause for eviction under the sober living home's rules for residency and the violator cannot be re-admitted for at least ninety days. Any second violation of this rule shall result in permanent eviction. Alternatively, the sober living home must have provisions in place to remove the violator from contact with the other residents until the violation is resolved.
 - iii. The number of occupants subject to the sex offender registration requirements of Penal Code Section 290 does not exceed the limit set forth in Penal Code Section 3003.5 and does not violate the distance provisions set forth in Penal Code Section 3003.
 - iv. The sober living home shall have a written visitation policy that shall preclude any visitors who are under the influence of any drug or alcohol.

- v. The sober living home shall have a good neighbor policy that shall direct occupants to be considerate of neighbors, including refraining from engaging in excessively loud, profane or obnoxious behavior that would unduly interfere with a neighbor's use and enjoyment of their dwelling unit. The good neighbor policy shall establish a written protocol for the house manager/operator to follow when a neighbor complaint is received.
 - vi. The sober living home shall not provide any of the following services as they are defined by Section 10501(a)(6) of Title 9, California Code of Regulations: detoxification; educational counseling; individual or group counseling sessions; and treatment or recovery planning.
12. An applicant may seek relief from the strict application of this Section by submitting an application to the Director setting forth specific reasons as to why accommodation over and above this Section is necessary under state and federal laws, pursuant to Chapter 17.42 of Title 17 of this Code.
13. The operator's permit shall be issued by the Director if the applicant is in compliance, or, where applicable, has agreed to comply, with the requirements of Subsections (A) and (B) of this Section.
14. In addition to denying an application for failing to comply, or failing to agree to comply, with Subsections (A) and/or (B) of this Section, an operator's permit shall also be denied, and if already issued shall be revoked upon a hearing by the Director, under any of the following circumstances:
- i. Any owner/operator or staff person has provided materially false or misleading information on the application or omitted any pertinent information.
 - ii. Any owner/operator or staff person has an employment history in which he or she was terminated during the past two years because of physical assault, sexual harassment, embezzlement or theft; falsifying a drug test; or selling or furnishing illegal drugs or alcohol.
 - iii. Any owner/operator or staff person has been convicted of or pleaded nolo contendere, within the last ten years, to any of the following offenses:
 - a) Any sex offense for which the person is required to register as a sex offender under California Penal Code Section 290;
 - b) Arson offenses—Violations of Penal Code Sections 451 - 455;
 - c) Violent felonies, as defined in Penal Code Section 667.5, which involve doing bodily harm to another person; or

- d) The unlawful sale or furnishing of any controlled substances.
- iv. Any owner/operator or staff person is on parole or formal probation supervision on the date of the submittal of the application or at any time thereafter.
- v. The owner/operator accepts residents, other than a house manager, who are not disabled or handicapped as defined by the FHAA and FEHA.
- vi. An operator's permit for a sober living home shall also be denied, and if already issued shall be revoked upon a hearing by the Director, under any of the following additional circumstances:
 - a) The owner/operator of a sober living home fails to immediately take measures to remove any resident who uses alcohol or illegally uses prescription or non-prescription drugs, or who is not actively participating in a legitimate recovery program from contact with all other sober residents.
 - b) For any other significant and/or repeated violations of this Section and/or any other applicable laws and/or regulations.

§ 5.52.060 Transfer of operator's permit.

- A. An operator's permit shall not be valid for a location other than the property for which it is issued, unless and until the transfer of the permit is approved by the Director pursuant to the requirements of Section 5.52.050.
- B. An operator's permit may not be transferred to any other person or entity. No operator's permit issued pursuant to this article shall be transferred or assigned or authorize any person or entity other than the person or entity named in the permit to operate the group home named therein.

§ 5.52.070 Revocation of operator's permit.

An operator's permit may be revoked upon a hearing by the Director pursuant to Section 5.52.50 for failing to comply with the terms of the permit and/or for failing to comply with the applicable provisions of Section 5.52.50.

§ 5.52.080 Reapplication after denial or revocation.

- A. An applicant for an operator's permit whose application for such an operator's permit has been denied may not reapply for such an operator's permit for a period of six months from the date such notice of denial was issued.
- B. A holder of an operator's permit that has been cancelled, revoked, or otherwise invalidated may not reapply for an operator's or a user's permit for a period of six months from the date that such revocation, cancellation, or invalidation became final.

§ 5.52.080 Compliance.

A group home that is subject to the provisions of this Chapter that is in existence as of the effective date of this Chapter shall have one hundred twenty days to comply with the provisions of this Chapter.

SECTION 4. Section 17.28.290 (Group Homes) of Chapter 17.28 (Regulations for Specific Land Uses and Activities) is hereby added to Title 17 (Zoning) of the Los Alamitos Municipal Code to read as follows:

§ 17.28.290 Group Homes.

- A. Purpose. This Section is intended to preserve the residential character of the City's residential zoning districts and to further the purposes of the FEHA, the FHAA and the Lanterman Act by, among other things: (1) ensuring that group homes are actually entitled to the special accommodation and/or additional accommodation provided under the Los Alamitos Municipal Code; (2) limiting the secondary impacts of group homes by reducing noise and traffic, preserving safety and providing adequate on street parking; (3) providing an accommodation for persons with disabilities that is reasonable and actually bears some resemblance to the opportunities afforded non-handicapped individuals to use and enjoy a dwelling unit in a single-family neighborhood; and (4) to provide comfortable living environments that will enhance the opportunity for persons with disabilities and for recovering addicts to be successful in their programs.
- B. Definitions. The definitions in Chapter 5.52 shall apply to this Section. To the extent those definitions conflict with any other provision in the Los Alamitos Municipal Code, the definitions in Chapter 5.52 shall control for purposes of this Section.
- C. Special Use Permit Required for R1 Zone.
 - 1. A group home with six or fewer occupants may locate in an R1 zone with a special use permit provided:
 - a. An application for a group home is submitted to the Director by the owner/operator of the group home. The application shall provide the following:
 - i. The name, address, phone number and driver's license number of the owner/operator.
 - ii. A live scan of the owner/operator and house manager(s).
 - iii. If the applicant and/or operator is a partnership, corporation, firm or association, then the applicant/operator shall provide the additional names and addresses as follows and such persons shall also sign the

application:

1. Every general partner of the partnership,
 2. Every owner with a controlling interest in the corporation,
 3. The person designated by the officers of a corporation as set forth in a resolution of the corporation that is to be designated as the permit holder.
-
- iv. The license and permit history of the applicant(s), including whether such applicant(s), in previously operating a similar use in this or another city, county or state under license and/or permit, has had such license and/or permit revoked or suspended, and the reason therefor;
 - v. The name, address, phone number and driver's license number of the house manager;
 - vi. A copy of the group home rules and regulations;
 - vii. Written intake procedures;
 - viii. The group home relapse policy;
 - ix. An affirmation by the owner/operator that only residents (other than the house manager) who are disabled as defined by state and federal law shall reside at the group home;
 - x. Blank copies of all forms that all residents and potential residents are required to complete; and
 - xi. A fee for the cost of processing of the application as set by resolution of the City Council.

2. Requirements for Operation of Group Homes.

- a. No person shall open a group home or begin employment with a group home until this information has been provided and such persons shall be responsible for updating any of this information to keep it current.
- b. The group home has six or fewer occupants, not counting a house manager, but in no event shall have more than seven occupants. If the dwelling unit has an accessory dwelling unit (ADU), occupants of both units will be combined to determine whether or not the limit of six occupants has been exceeded.

- c. The group home shall not be located in an ADU unless the primary dwelling unit is used for the same purpose.
- d. The group home has a house manager who resides at the group home or any multiple of persons acting as a house manager who are present at the group home on a twenty-four hour basis and who are responsible for the day-to-day operation of the group home.
- e. All garage and driveway spaces associated with the dwelling unit shall, at all times, be available for the parking of vehicles. Residents and the house manager may each only store or park a single vehicle at the dwelling unit or on any street within five hundred feet of the dwelling unit. The vehicle must be operable and currently used as a primary form of transportation for a resident or the house manager of the group home.
- f. Occupants must not require, and operators must not provide, "care and supervision" as those terms are defined by Health and Safety Code Section 1503.5 and Section 80001(c)(3) of Title 22, California Code of Regulations.
- g. Integral group home facilities are not permitted. Applicants shall declare, under penalty of perjury, that the group home does not operate as an integral use/facility.
- h. If the group home operator is not the property owner, the application must include written approval from the property owner to operate a group home at the property.
- i. The property must be in full compliance with all building codes, the Los Alamitos Municipal Code, and zoning.
- j. At least forty-eight hours prior to an occupant's eviction from or involuntary termination of residency in a group home, the operator thereof shall:
 - i. Notify the person designated as the occupant's emergency contact or contact of record that the occupant will no longer be a resident at the home.
 - ii. Contact the Orange County Health Care Agency OC Links Referral Line and/or another entity designated by the City to determine the services available to the occupant, including, but not limited to, alcohol and drug inpatient and outpatient treatment.
 - iii. Notify the Los Alamitos Police Department that an occupant is no longer a resident at the home, and determine the services available therefrom.

- iv. Provide the information obtained from paragraphs (ii) and (iii) of this Subsection (C)(2)(j) and any other treatment provider or service to the occupant prior to his or her release on a form provided by the City and obtain the occupant's signed acknowledgement thereon.
- v. Provided, however, that if the occupant's behavior results in immediate termination of residency pursuant to rules approved by the City as part of the special use permit for that facility, the operator shall comply with paragraphs (i) through (iv) of this Subsection (C)(2)(j) as soon as possible.
- k. Prior to an occupant's eviction from or involuntary termination of residency in a group home, the operator thereof shall also:
 - i. Make available to the occupant transportation to the address listed on the occupant's driver license, state-issued identification card, or the permanent address identified in the occupant's application or referral to the group home.
 - ii. Provided, however, that should the occupant decline transportation to his or her permanent address, or otherwise has no permanent address, then the operator shall make available to the occupant transportation to another group home or residential care facility that has agreed to accept the occupant.
- l. The group home operator shall maintain records for a period of one year following eviction from, or involuntary termination of, residency of an occupant that document compliance with Subsections (C)(2)(j) and (C)(2)(k) of this Section; provided, however, that nothing herein shall require an operator of a group home to violate any provision of state or federal law regarding confidentiality of health care information. The group home operator may not satisfy the obligations set forth in Subsection (C)(2)(k) of this Section by providing remuneration to the occupant for the cost of transportation.
- m. All drivers of vehicles picking up or dropping off persons at a group home shall comply with all applicable provisions of this Code and the California Vehicle Code, including, but not limited to, those provisions regulating licensure and parking, standing, and stopping.
- n. The group home is at least six hundred fifty feet from any property, as defined in Section 5.52.010, that contains a group home, sober living home or state-licensed alcoholism or drug abuse recovery or treatment facility, as measured from the property line, unless the reviewing authority determines

that such location will not result in an over-concentration of similar uses.

- o. In addition to the regulations outlined above, the following shall also apply to sober living homes:

 - i. All occupants, other than the house manager, must be actively participating in legitimate recovery programs, including, but not limited to, Alcoholics Anonymous or Narcotics Anonymous and the sober living home must maintain current records of meeting attendance. Under the sober living home's rules and regulations, refusal to actively participate in such a program shall be cause for eviction.
 - ii. The sober living home's rules and regulations must prohibit the use of any alcohol or any non-prescription drugs at the sober living home, or by any recovering addict, either on or off site. The sober living home must also have a written policy regarding the possession, use, and storage of prescription medications. The facility cannot dispense medications but must make them available to the residents. The possession or use of prescription medications is prohibited except for the person to whom they are prescribed, and in the amounts/dosages prescribed. These rules and regulations shall be posted on site in a common area inside the dwelling unit. Any violation of this rule must be cause for eviction under the sober living home's rules for residency and the violator cannot be re-admitted for at least ninety days. Any second violation of this rule shall result in permanent eviction. Alternatively, the sober living home must have provisions in place to remove the violator from contact with the other residents until the violation is resolved.
 - iii. The number of occupants subject to the sex offender registration requirements of Penal Code Section 290 does not exceed the limit set forth in Penal Code Section 3003.5 and does not violate the distance provisions set forth in Penal Code Section 3003.
 - iv. The sober living home shall have a written visitation policy that shall preclude any visitors who are under the influence of any drug or alcohol.
 - v. The sober living home shall have a good neighbor policy that shall direct occupants to be considerate of neighbors, including refraining from engaging in excessively loud, profane, or obnoxious behavior that would unduly interfere with a neighbor's use and enjoyment of their dwelling unit. The good neighbor policy shall establish a written protocol for the house manager/operator to follow when a neighbor complaint is received.

- vi. The sober living home shall not provide any of the following services as they are defined by Section 10501(a)(6) of Title 9, California Code of Regulations: detoxification; educational counseling; individual or group counseling sessions; and treatment or recovery planning.
 - p. An applicant may seek relief from the strict application of this Section by submitting an application to the Director setting forth specific reasons as to why accommodation over and above this Section is necessary under state and federal laws, pursuant to Chapter 17.42 of Title 17 of this Code
3. The special use permit shall be issued by the Director as a ministerial matter if the applicant is in compliance, or has agreed to comply, with Subsections (C)(2)(a) through (C)(2)(o) of this Section. At least ten days prior to issuing a special use permit, the Director, or his or her designee, shall cause written notice to be mailed to the owner of record and occupants of all properties within five hundred feet of the location of the group home. Prior to issuance of the special use permit, the Director, or his or her designee, shall hold a public hearing for the purpose of receiving information regarding compliance with the applicable provisions of Subsections (C)(1) and (C)(2) of this Section. The issuance of the special use permit shall be denied upon a determination, and if already issued shall be denied or revoked upon a hearing, by the Director that any of the following circumstances exist:
- a. Any owner/operator or staff person has provided materially false or misleading information on the application or omitted any pertinent information;
 - b. Any owner/operator or staff person has an employment history in which he or she was terminated during the past two years because of physical assault, sexual harassment, embezzlement or theft; failing a drug test; falsifying a drug test; and selling or furnishing illegal drugs or alcohol.
 - c. Any owner/operator or staff person has been convicted of or pleaded nolo contendere, within the last ten years, to any of the following offenses:
 - i. Any sex offense for which the person is required to register as a sex offender under California Penal Code Section 290;
 - ii. Arson offenses—Violations of Penal Code Sections 451 - 455;
 - iii. Violent felonies, as defined in Penal Code Section 667.5, which involve doing bodily harm to another person; or
 - iv. The unlawful sale or furnishing of any controlled substances.
 - d. Any owner/operator or staff person is on parole or formal probation

supervision on the date of the submittal of the application or at any time thereafter.

- e. The owner/operator accepts residents, other than a house manager, who are not disabled as defined by the FHAA and FEHA.
- f. A special use permit for a sober living home shall also be denied upon a determination, and if already issued, shall be revoked, and any transfer shall be denied or revoked, upon a hearing by the Director that any of the following circumstances exist:
 - i. Any owner/operator or staff person of a sober living home is a recovering drug or alcohol abuser and upon the date of application or employment has had less than one full year of sobriety.
 - ii. The owner/operator of a sober living home fails to immediately take measures to remove any resident who uses alcohol or illegally uses prescription or non-prescription drugs, or who is not actively participating in a legitimate recovery program from contact with all other sober residents.
 - iii. The sober living home, as measured by the closest property lines, is located within six hundred fifty feet of any other sober living home or state-licensed alcoholism or drug abuse recovery or treatment facility. If a state-licensed alcoholism or drug abuse recovery or treatment facility moves within six hundred fifty feet of an existing sober living home this shall not cause the revocation of the sober living home's permit or be grounds for denying a transfer of such permit.
- g. For any other significant and/or repeated violations of this Section and/or any other applicable laws and/or regulations, including, but not limited to, failure to comply with the provisions of Subsections (C)(2)(a) through (o).
- h. Revocation shall not apply to any group home, which otherwise would cause it to be in violation of this Section, that has obtained a reasonable accommodation pursuant to Chapter 17.42 of Title 17 of this Code.

D. Compliance for group homes in R1 Zone.

- 1. Existing group homes in the R1 zone must apply for a special use permit within ninety days of the effective date of this Section.
- 2. Group homes that are in existence upon the effective date of this Section shall have one year from the effective date of this Section to comply with its provisions, provided that, any existing group home serving more than six

residents, must first comply with the six-resident maximum.

3. Existing group homes obligated by a written lease exceeding one year from the effective date of this Section, or whose activity involves investment of money in leasehold or improvements such that a longer period is necessary to prevent undue financial hardship, are eligible for up to one additional year grace period pursuant to approval of the Director.

E. Group homes in the R2, R3, R4 and M-H zones with six or fewer occupants.

1. A special use permit shall be required for the operation of a group home with six or fewer occupants in the R2, R3, R4 and M-H zones subject to the following requirements:
 - i. The application for, and operation of, the group home complies with Subsections (C)(2)(a), (C)(2)(b) and (C)(2)(d) through (C)(2)(o) of this Section.
 - ii. The application includes a live scan of the house manager and/or operator of the group home.
 - iii. The group home is at least six hundred fifty feet from any property, as defined in Section 5.52.010, that contains a group home, sober living home or state-licensed alcoholism or drug abuse recovery or treatment facility, as measured from the property line, unless the reviewing authority determines that such location will not result in an over-concentration of similar uses.
2. The Director may issue, revoke, or deny a special use permit for a group home, including a sober living home subject to this Section, pursuant to the procedures and requirements of Subsection (C)(3) of this Section.
3. An applicant may seek relief from the strict application of this Section by submitting an application to the Director setting forth specific reasons as to why accommodation over and above this Section is necessary under state and federal laws, pursuant to Chapter 17.42 of Title 17 of this Code.

F. Conditional use permit required for group homes, residential care facilities and drug and alcohol treatment facilities in the R2, R3, R4 and M-H zones with seven or more occupants.

1. A conditional use permit shall be required for the operation of a group home with seven or more occupants in the R2, R3, R4 and M-H zones subject to the following conditions:
 - i. The requirements of Chapter 17.32 of this title have been met, including

but not limited to the findings required by Section 17.32.070.

- ii. The group home is at least six hundred fifty feet from any property, as defined in Section 5.52.010, that contains a group home, sober living home or state-licensed alcoholism or drug abuse recovery or treatment facility, as measured from the property line, unless the reviewing authority determines that such location will not result in an over-concentration of similar uses.
- iii. The applicant obtains an operator's permit as required by Section 5.52.030.

G. Compliance for Group Homes in the R2, R3, R4 and M-H zones.

- 1. Group homes in the R2, R3, R4 and M-H zones with six or fewer occupants that are in existence upon the effective date of this Section may continue to operate subject to the following:
 - i. A complete application for a special use permit is filed within ninety days of the effective date of this Section; and
 - ii. The group home is in full compliance with all of the conditions of this Section within one year of the effective date of this Section. Notwithstanding the foregoing, existing group homes obligated by a written lease exceeding one year from the effective date of this Section, or whose activity involves investment of money in leasehold or improvements such that a longer period is necessary to prevent undue financial hardship, are eligible for up to one additional year grace period pursuant to approval from the Director.
- 2. Group homes in the R2, R3, R4 and M-H zones with seven or more occupants that are in existence upon the effective date of this Section may continue to operate subject to the following:
 - i. The operator of a group home submits a complete application for an operator's permit pursuant to Chapter 5.52 within ninety days from the effective date of this Section; and
 - ii. The group home, is in full compliance with all conditions of this Section, including obtaining a conditional use permit, within one year from the effective date of this Section. Notwithstanding the foregoing, an existing group home obligated by a written lease exceeding one year from the effective date of this Section, or whose activity involves investment of money in leasehold or improvements such that a longer period is necessary to prevent undue financial hardship, are eligible for up to one additional year grace period pursuant to approval from the Director.

SECTION 4. Subsection (B) of Section 17.08.020 (Allowed Uses and Permit Requirements of Residential Zones) of Chapter 17.08 (Residential Zones) of Title 17 (Zoning) of the Los Alamitos Municipal Code is amended and restated to read as follows (new text shown in underline):

“B. Permitted Uses, Use Permits, and Uses Not Allowed.

1. Permitted Use (“P”). A permitted use is a use permitted as a matter of right, subject to compliance with applicable provisions of this Zoning Code, including Site Development Permit—Major and Minor (Chapter 17.44) and a building permit or other permit required by the Municipal Code.
2. Permitted as an Accessory Use (“A”). Accessory uses are uses clearly incidental to a primary permitted or conditionally permitted use are permitted as a matter of right, subject to the requirements of this Zoning Code, including Section 17.38.030 (Accessory Structures/Uses—Residential).
3. Administrative Use Permit (“AUP”). Uses that are allowed subject to the approval of an Administrative Use Permit (Chapter 17.32).
4. Conditional Use Permit (“CUP”). Uses that are allowed subject to the approval of a Conditional Use Permit (Chapter 17.32).
5. Temporary Use Permit (“TUP”). Temporary uses are subject to the approval of a Temporary Use Permit (Chapter 17.46).
6. Special Use Permit (“SUP”). Uses that are allowed subject to approval of a Special Use Permit (Section 17.28.290 of Chapter 17.28).
7. Uses Not Allowed (“—”). Uses with an “—” indication in Table 2-02 are not allowed in the specified zone.

SECTION 5. Table 2-02 of Section 17.08.020 (Allowed Uses and Permit Requirements of Residential Zones) of Chapter 17.08 (Residential Zones) of Title 17 (Zoning) of the Los Alamitos Municipal Code is amended by revising the following columns and rows pertaining to group homes and special use permits (new text shown in underline):

Table 2-02: Allowed Uses and Permit Requirements for Residential Uses	
P: Permitted Use	CUP: Conditional Use Permit
A: Permitted as an Accessory Use	TUP: Temporary Use Permit
AUP: Administrative Use Permit	<u>SUP: Special Use Permit</u>
-----: Use Not Allowed	
Land Use Regulation	

Use	R-1	R-2	R-3	M-H	Specific Use Regulations
RESIDENTIAL USES					
Group Home – 6 Residents or Fewer	<u>SUP</u>	<u>SUP</u>	<u>SUP</u>	<u>SUP</u>	<u>See Section 17.28.290(C) and (E) and Chapter 5.52 (Group Homes)</u>
<u>Group Home – 7 Residents or More</u>	-----	<u>CUP</u>	<u>CUP</u>	<u>CUP</u>	<u>See Section 17.28.290 (F) and Chapter 5.52 (Group Homes)</u>

SECTION 6. 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 7. 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 ____, 2025.

Shelley Hasselbrink, 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 Ordinance No. _____ was duly introduced and placed upon its first reading at a regular meeting of the City Council on the ___ day of _____, 2025 and that thereafter, said Ordinance was duly adopted and passed at a regular meeting of the City Council on the ___ day of _____, 2025, by the following roll-call vote, to wit:

AYES: COUNCIL MEMBERS:
NOES: COUNCIL MEMBERS:
ABSENT: COUNCIL MEMBERS:
ABSTAIN: COUNCIL MEMBERS:

Windmera Quintanar, MMC, City Clerk

RESOLUTION NO. 2025-02

A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF LOS ALAMITOS, CALIFORNIA, RECOMMENDING THE CITY COUNCIL TO ADOPT ZONING ORDINANCE AMENDMENT (ZOA) 25-02, ORDINANCE NO. 2025-TBD ADDING CHAPTER 5.52 (GROUP HOMES) AND SECTION 17.28.290 (GROUP HOMES) TO THE LOS ALAMITOS MUNICIPAL CODE AND AMENDING SECTION 17.08.020 (ALLOWED USES AND PERMIT REQUIREMENTS FOR RESIDENTIAL ZONES) OF THE LOS ALAMITOS MUNICIPAL CODE.

WHEREAS, the Development Services Director has initiated an amendment to Title 17 of the Los Alamitos Municipal Code (the “Code”) in accordance with Section 17.58.020 of the Code; and,

WHEREAS, Ordinance No. 2025-TBD, attached hereto as Exhibit “A”, and incorporated herein by this reference, concerns the regulation of Group Homes, inclusive of Sober Living Homes, in the City’s residential zoning districts; and,

WHEREAS, the Planning Commission opened a duly noticed Public Hearing concerning the proposed amendment to the Code on June 25, 2025; and,

WHEREAS, the Planning Commission considered all applicable Staff reports and all public testimony and evidence presented at the Public Hearing.

NOW, THEREFORE, THE PLANNING COMMISSION OF THE CITY OF LOS ALAMITOS DOES RESOLVE AS FOLLOWS:

SECTION 1. The Planning Commission finds that the above recitals are true and correct.

SECTION 2. The Planning Commission hereby recommends that the City Council adopt Ordinance No. 25-TBD based on the following findings, as specified in Section 17.58.060 of the Los Alamitos Municipal Code:

- 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.*

The proposed Ordinance ensures and maintains internal consistency with the actions, goals, objectives, and policies of the General Plan, including without limitation Land Use Policy 2.7 – Quality of life uses (Maintain, improve, and expand uses that define and enhance the City’s quality of life, including parks, trails, open spaces, and public facilities) and Economic Development Policy 2.2 – Effective land use

regulation (Ensure that development standards, use regulations, and the permitting process (especially discretionary permitting), are streamlined and effective, yet maintain protections for the community's quality of life) and will not create any inconsistencies with the Zoning Code.

- b) *This Ordinance will not be detrimental to the public convenience, health, interest, safety, or welfare of the City.*

The proposed Ordinance attempts to strike a balance between the City's and residents' interests of preserving the characteristics of residential neighborhoods and to provide opportunities for persons with disabilities to reside in such neighborhoods that are enjoyed by others. This Ordinance will ensure that that the individuals entering into a group home are persons with disabilities and entitled to reasonable accommodation under local and state law; that a group home is operated professionally to minimize impacts to the surrounding neighborhood; and that the secondary impacts from over concentration of both group homes in a neighborhood and large numbers of unrelated adults residing in a single facility in an individual home are lessened. Accordingly, this Ordinance will not be detrimental to the public convenience, health, interest, safety, or welfare of the City.

- 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.*

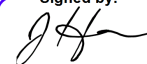
The proposed Ordinance will not result in any physical change to the environment and is therefore exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b) (3) – the project is covered by the general rule that the California Environmental Quality Act (CEQA) 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.*

The proposed Zoning Code amendments will ensure that the group home regulations set forth in the proposed Ordinance are internally consistent with other applicable provisions of the Zoning Code.

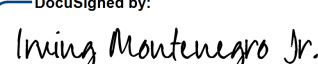
SECTION 3. The Secretary of the Planning Commission shall certify as to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 25th day of June 2025.

Signed by:


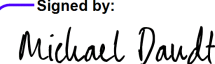
Joseph Hastie, Vice Chair

ATTEST:

DocuSigned by:


Irving Montenegro, Development Services Manager

APPROVED AS TO FORM:

Signed by:


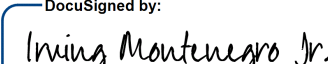
Michael S. Daudt, City Attorney

STATE OF CALIFORNIA)

COUNTY OF ORANGE) ss
CITY OF LOS ALAMITOS)

I, Irving Montenegro, Development Services Manager of the City of Los Alamitos, do hereby certify that the foregoing Resolution was adopted at a regular meeting of the Planning Commission held on the 25th day of June 2025, by the following vote, to wit:

AYES: COMMISSIONERS: Hastie, Legere, Griego, Heichman
NOES: COMMISSIONERS:
ABSENT: COMMISSIONERS: Cuijly
ABSTAIN: COMMISSIONERS:

DocuSigned by:


Irving Montenegro, Development Services Manager

City of Los Alamitos

CITY COUNCIL AGENDA REPORT

MEETING DATE: September 15, 2025

ITEM NUMBER: 11E

To: Mayor Shelley Hasselbrink & Members of the City Council

**Presented By: Ron Noda, Development Services Director
Tom Oliver, Associate Planner**

**Subject: Community Development Block Grant (CDBG) Application Resolution
for Fiscal Year 2026/2027**

SUMMARY

This item recommends approval to submit the Community Development Block Grant (CDBG) project application to Orange County Community Resources Department for Fiscal Year 2026/2027.

RECOMMENDATION

Adopt Resolution No. 2025-30, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA APPROVING THE CITY PARTICIPATION IN THE FISCAL YEAR 2026/2027 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM WITH THE COUNTY OF ORANGE."

BACKGROUND

The Orange County Housing and Community Resources Department administers and disperses Federal Community Development Block Grant (CDBG) monies for smaller cities such as Los Alamitos. The Program provides federal funds to cities with populations under 50,000 for programs that are targeted towards community development. The funds are commonly used for neighborhoods that have a substantial number of low-income residents and/or can be used for Senior or Americans with Disabilities Act (ADA) projects.

DISCUSSION

In Orange County, CDBG funds are pursued through competitive grant applications that are approved by City Council resolution, prior to submittal to the County. The City's latest Pavement Management Program analyzed the condition of the street pavements on an index scale of 0 to 100, 100 being the best condition. Sections of Reagan Street indicate a Pavement Condition Index (PCI) of 23 (very poor) and 41 (poor). Staff is recommending this street repair project for the next CDBG funding. The City's grant application includes a required commitment of a 20% local match to fulfill grant applications for funding requests that are over \$250,000.00. The Planning Commission and Staff recommend the following for next year's project:

**Project
Street Repair:**

**Approximate Cost
\$350,000**

Reagan Street (from Farquhar Avenue to KatellaTo include a 20% City match Avenue)

FISCAL IMPACT

Should the County approve our application, future expenditures of 20% matching funds (cost depending on the selected project) will be reflected in next year's annual Capital Improvement Program budget. Historically, the required local grant match is drawn from the City's Gas Tax or the City's General Fund. The matching funds for this project are anticipated to be drawn from the City's General Fund.

Attachment: 1. Resolution No. 2025-30 - CDBG Project

RESOLUTION NO. 2025-30

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA APPROVING THE CITY'S PARTICIPATION IN THE FISCAL YEAR 2026/2027 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM WITH THE COUNTY OF ORANGE.

WHEREAS, it is the intent of the City of Los Alamitos to participate in the timely filing of an application with the County of Orange for a grant authorized under the Housing and Community Development Act of 1974; and,

WHEREAS, the Housing and Community Development Act of 1974, as amended, authorizes cities under 50,000 in population to enter into cooperation agreements with the County in which they are located for the purpose of undertaking essential community development activities; and,

WHEREAS, the City of Los Alamitos will be submitting an application under FY 2025-26 for PUBLIC FACILITIES & IMPROVEMENTS REQUEST FOR PROPOSAL BID NO. TBD; and,

WHEREAS, the City of Los Alamitos desires to accept the award of CDBG funds and authorizes the execution of the necessary agreements, contracts and amendments and other corresponding documentation to accept the CDBG funds.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, 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 of Los Alamitos hereby accepts the award of CDBG funds through the County's Urban Counties Program, which will be used to support the City of Los Alamitos' Public Facilities & Improvements Midtown Street Repair Project (Cont'd) under Bid No. TBD.

SECTION 3. The City Council does hereby approve and adopt the selection of the following project funding request and directs that an application reflecting this project, be submitted to the County of Orange:

Project	Approximate Cost
<u>Street Repair:</u> Street Repair – Reagan Street from Farquhar Avenue to Katella Avenue	Street Repair - \$350,000 To include a 20% City match

SECTION 4. The City of Los Alamitos authorizes the City Manager or their designee to execute, for and on behalf of the City of Los Alamitos, the necessary agreements(s) and/or any other documents or instruments required by the County and/or the United States Department of Housing and Urban Development for participation in the Urban Counties Program and/or for acceptance of the CDBG funds under Bid No. TBD.

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

PASSED, APPROVED, AND ADOPTED this 15th day of September 2025.

Shelley Hasselbrink, 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 15th day of September 2025, by the following vote, to wit:

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

Windmera Quintanar, MMC, City Clerk

City of Los Alamitos

CITY COUNCIL AGENDA REPORT

MEETING DATE: September 15, 2025

ITEM NUMBER: 12A

To: Mayor Shelley Hasselbrink & Members of the City Council

Presented By: Craig Koehler, Director of Finance

Subject: Master Fee Schedule Update - Fiscal Year 2025-2026

SUMMARY

It is recommended that the City Council approve the proposed Master Fee Schedule update.

RECOMMENDATION

1. Review the Fiscal Year 2025-26 Master Fee Schedule Update, and;
2. Open the Public Hearing: and,
3. Adopt Resolution No. 2025-29, entitled, "A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING THE MASTER FEE SCHEDULE BY ADJUSTING CERTAIN USER FEES BASED ON THE COST RECOVERY (USER FEE STUDY)".

BACKGROUND

A Request For Proposal (RFP) was issued on June 16, 2022, to conduct a Cost Recovery (User Fee) Study. The Council entered into an agreement with Willdan Financial Services (Willdan) on September 6, 2022. Pending final completion of the study, the Master Fee Schedule was updated on May 20, 2024, with Resolution 2024-19, in accordance with the Consumer Price Index (CPI) report for the Los Angeles area (inclusive of Orange County) for all Urban Consumers. For 2025, an estimate of the potential fee increases was incorporated into the budget, pending final approval of the study. Revenue estimates generated from the final Cost Recovery (User Fee Study) will be adjusted during the Mid-Year 2025-2026 review.

DISCUSSION

The Cost Recovery (User Fee Study) focused on the cost of City services as City staff currently provide them at existing, known, or reasonably anticipated service and staff level needs. The study results include a general description of the approach and methods used by Willdan and City staff to determine the recommended fee schedule.

The scope of this study encompassed a review and calculation of the user fees charged by the following Los Alamitos city departments and fee groups:

- Administration
- Development Services

- Public Works
- Building
- Planning
- Police
- Recreation & Community Services

The study involved identifying existing and potential new fees, restructuring fee schedules, data collection and analysis, orientation and consultation, quality control, communication and presentations, and calculation of individual service costs (fees) or program cost recovery levels.

The Budget Standing Committee reviewed a draft of the Cost Recovery (User Fee Study) at its Special Meeting on August 5, 2025.

FISCAL IMPACT

The revenue change projections are based on multiplying budgeted revenues for revenue codes identified for each fee type by the average fee change for that fee type. User fee changes are likely to affect additional revenues, but they are not readily identifiable. Revenue effects for other fee groups, such as Recreation, will also be unknown due to their schedule formats and recommendations.

- Attachment:
1. Resolution No. 2025-29 - Master Fee Schedule FY 2025-26
 2. Exhibit A - User Fee Study
 3. Los Alamitos User Fee Presentation
 4. Notice of Public Hearing - 09-15-2025 Cost Recovery (User Fee) Study

RESOLUTION NO. 2025-29

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING THE MASTER FEE SCHEDULE BY ADJUSTING CERTAIN USER FEES BASED ON THE INCREASE IN THE COST RECOVERY STUDY

WHEREAS, the City of Los Alamitos currently imposes fees upon applicants to recover the costs of staff time, inspection, copying costs and other related expenses related to the review and processing in connection with services; and,

WHEREAS, pursuant to the provisions of the California Constitution and the laws of the State of California, the City is authorized to adopt and implement fees, rates, and charges for municipal services provided that such fees, rates and charges do not exceed the estimated reasonable cost of providing such services; and,

WHEREAS, in 2015, the City engaged NBS to conduct an independent User Fees and Charges Study. In March 2017, the User Fees and Charges Study was completed, which included a thorough analysis of the total cost of providing services, including applicable direct and indirect costs associated with specific services, a copy of which is maintained on file with the City Clerk; and,

WHEREAS, on July 31, 2017, the City Council adopted Resolution 2017-13, which approved the Master Fee Schedule pursuant to the recommendations set forth in the NBS User Fees and Charges Study; and,

WHEREAS, pursuant to Resolution No. 2017-13, the City Council approved and adopted updated development processing fees and other user rates, charges, and fees (collectively, "user fees") as set forth and established in the Master Fee Schedule finding that the user fees established are reasonable and necessary to reimburse the City for its actual and reasonable costs to provide those services for which the fees are levied; and,

WHEREAS, on June 18, 2018, the City Council adopted Resolution 2018-15, approving increases to the user fees established pursuant to Resolution 2017-13, for all applicable fees and charges, in accordance with the Consumer Price Index (CPI) report for the month of March of the corresponding year for the Los Angeles area (inclusive of Orange County) for all Urban Consumers, as well as approving other adjustments that eliminated, reduced and/or modified certain user fees, by approving amendments to the Master Fee Schedule; and,

WHEREAS, on January 22, 2019 the City Council adopted Resolution No. 2019-03, which approved: (1) an increase of 2.5% to applicable fees and charges to reflect the Bureau of Labor Statistics (BLS) Consumer Price Index (CPI) for the Los Angeles area (inclusive of Orange County) for the period of February 2018 to February 2019; (2) reduced certain fees based on recalculated amounts supported by NBS' approved methodology and City staff tabulation; (3) approved adjustments that eliminate, reduce,

and/or modify other use fees and charges; and, (4) annual review and update of the Master Fee Schedule commensurate with changes to the CPI; and,

WHEREAS, on May 18, 2020 the City Council adopted Resolution No. 2020-10, which approved an increase in 1.9% to applicable fees and charges to reflect the Bureau of Labor Statistics (BLS) Consumer Price Index (CPI) for the Los Angeles area (inclusive of Orange County) for the period of March 2019 to March 2020; and,

WHEREAS, on April 19, 2021, the City council adopted Resolution 2021-06, which approved an increase of 1.0% to applicable fees and charges to reflect the Bureau of Labor Statistics (BLS) Consumer Price Index (CPI) for the Los Angeles area (inclusive of Orange County) for the period of March 2020 to February 2021; and,

WHEREAS, on May 16, 2022, the City Council adopted Resolution No. 2022-11, which approved an increase in 5.0% to applicable fees and charges to reflect the Bureau of Labor Statistics (BLS) Consumer Price Index (CPI) for the Los Angeles area (inclusive of Orange County) for the period of March 2021 to February 2022; and,

WHEREAS, following an RFP process, on September 6, 2022, the City entered into an agreement with Willdan Financial Services to provide a Cost Allocation Plan and Cost Recovery Study and thereby forgo any increase to applicable fees and charges for 2023, pending the outcome of the Cost Allocation Plan and Cost Recovery Study; and,

WHEREAS, upon recommendation of City staff following completion of an annual review of the Master Fee Schedule, the City Council desired to approve increases to the user fees established pursuant to Resolution 2024-19, for all applicable fees and charges, in accordance with the Consumer Price Index (CPI) report for the Los Angeles area (inclusive of Orange County) for all Urban Consumers, by approving adjustments to the Master Fee Schedule as set forth herein; and,

WHEREAS, upon completion of the Cost Recovery (User Fee Study), and review by City Staff and review and recommendation by the Budget Standing Committee, the City Council desires to approve increases to the user fees established pursuant to this Resolution 2025-29, for all applicable fees and charges, in accordance with the Cost Recovery Study; and,

WHEREAS, the City has studied and reviewed the fees charged by other cities for such services to assure that the proposed cost recovery fees are reasonable; and,

WHEREAS, pursuant to Government Code Section 66016, the City has: (1) made available to the public at least ten days prior to its public hearing, data supporting the reasonableness of the fees; (2) mailed notice at least fourteen days prior to the public hearing to all interested parties who have requested notice of new or increased fees; and (3) held a duly noticed, regularly scheduled public hearing at which oral and written testimony was received regarding the proposed fees; and,

WHEREAS, all legal prerequisites to the adoption of this Resolution, including without limitation adherence to Government Code Sections 66014, 66017, and 66018, have occurred.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS DOES RESOLVE AS FOLLOWS:

SECTION 1. Adoption of Recitals. The City Council of the City of Los Alamitos, California, finds that the above recitals are true and correct and are incorporated by reference herein.

SECTION 2. Approval of Update to User Fees. The City Council hereby approves and adopts the amendments to the Master Fee Schedule as set forth and established in Exhibit "A" attached hereto and by this reference incorporated herein, reflecting adjustments to certain user fees based on the Cost Recovery (User Fee Study), as well as other adjustments that serve to eliminate, reduce, and/or modify certain user fees; and the City Council hereby finds and determines that the adjusted user fees established herein do not exceed the estimated reasonable cost of providing the services for which the fees are levied.

SECTION 3. Effective Date. The Cost Recovery (User Fee Study) increase to and modification of certain user fees established pursuant to this Resolution shall take effect and shall be implemented 60-days following the adoption of this Resolution.

SECTION 4. Annual Review and Update. The City Council hereby directs staff to annually review and, as appropriate, recommend to the City Council an increase of the user fees included in the Master Fee Schedule on July 1st of each fiscal year, in accordance with the Consumer Price Index (CPI) reported for the month of March of the corresponding year for the Los Angeles area for all Urban Consumers.

SECTION 5. Environmental Exemption. The adoption of this Resolution is exempt from the California Environmental Quality Act ("CEQA") pursuant to Section 15273 of CEQA Guidelines and Section 21080(b)(8) of the Public Resources Code; and in accordance with such determination, City staff is hereby directed to file a Notice of Exemption upon adoption of this Resolution.

SECTION 6. Severability. If any user fee, rate, or charge adopted or increased by this Resolution is for any reason held to be invalid or unconstitutional by the decision of any court of competent jurisdiction, such fee, rate, or charge shall be deemed a separate, distinct, and independent provision of this Resolution, and such holding shall not affect the validity of the remaining user fees, rate, and charges adopted or revised herein. The City Council hereby declares that it would have adopted the Resolution and each section, subsection, subdivision, sentence, clause, phrase, or portion thereof, irrespective of the fact that any or more sections, subsections, subdivisions, sentences, clauses, phrases, or portions thereof be declared invalid or unconstitutional.

SECTION 7. The City Clerk shall certify as to the adoption of this Resolution.

PASSED, APPROVED, AND ADOPTED this 15th day of September, 2025.

Shelley Hasselbrink, Mayor

ATTEST:

Windmera Quintanar, MMC, City Clerk

APPROVED AS TO FORM:

Michael S. Daudt, City Attorney

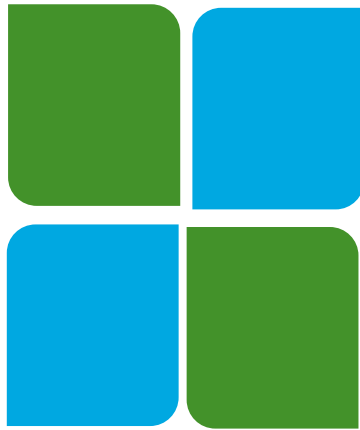
STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss
CITY OF LOS ALAMITOS)

I, Windmera Quintanar, MMC, City Clerk of the City of Los Alamitos, California, do hereby certify that the foregoing resolution was adopted at a regular meeting of the City Council held on the 15th day of September, 2025, by the following vote to wit:

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

Windmera Quintanar, MMC, City Clerk

City of Los Alamitos



User Fee Study



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User Fee Background

Background

As part of a general cost recovery strategy, local governments adopt user fees to fund programs and services that provide limited or no direct benefit to the community as a whole (“User Fees”). As cities struggle to maintain levels of service and variability of demand, they have become increasingly aware of subsidies provided by the General Fund and have implemented cost-recovery targets. To the extent that governments use general tax monies to provide individuals with private benefits, and not require them to pay the full cost of the service (and, therefore, receive a subsidy), the government is limiting funds that may be available to provide other community-wide benefits. In effect, the government is using community funds to pay for private benefits. Unlike most revenue sources, cities have more control over the level of user fees they charge to recover costs, or the subsidies they can institute.

Fees in California are required to conform to the statutory requirements of the California Constitution, Proposition 218, Proposition 26, and the California Code of Regulations. The Code also requires that the City Council adopt fees by either ordinance or resolution, and that any fees in excess of the estimated total cost of rendering the related services must be approved by a popular vote of two-thirds of those electors voting because the charge would be considered a tax and not a fee. There are no fees suggested to be set above the cost of service and as such a public vote is not required.

California User Fee History

Before Proposition 13, in times of fiscal shortages, California cities were able to raise property taxes, which funded everything from police and recreation to development-related services. However, this situation changed with the passage of Proposition 13 in 1978.

Proposition 13 established the era of revenue limitation in California local government. In subsequent years, the state saw a series of additional limitations to local government revenues. Proposition 4 (1979) defined the difference between a tax and a fee: a fee can be no greater than the cost of providing the service; and Proposition 218 (1996) further limited the imposition of taxes for certain classes of fees. As a result, cities were required to secure a supermajority vote in order to enact or increase taxes. Due to the thresholds needed to increase local taxes, cities have less control and very few successful options for new revenues. The State of California took a series of actions in the 1990’s and 2000’s to improve the State’s fiscal situation, at the expense of local governments. In 2004-05, the Educational Revenue Augmentation Funds (“ERAF”) take-away of property taxes and the reduction of Vehicle License Fees further reduced local tax revenues.

In addition, on November 2, 2010, California voters approved Proposition 26, the “Stop Hidden Taxes Initiative”, which is aimed at defining “regulatory fees” as a special tax rather than a fee, thus requiring approval by two-thirds vote of local voters. These regulatory fees are typically intended to mitigate the societal and environmental impacts of a business or person’s activities. Proposition 26 contains seven categories of exceptions. The fees analyzed as part of a User Fee study typically fall under categories one through five consisting of charges for specific benefits, government service, regulatory need, for use of government property, or a fine/penalty.



Additional Policy Considerations

State regulations require that municipalities update their fee schedules to reflect the actual costs of certain public services primarily benefiting users. User Fees recover costs associated with the provision of specific services benefiting the user, thereby typically reducing the use of General Fund monies for such purposes.

In addition to collecting the direct cost of labor and materials associated with processing and administering user services, it is common for local governments to recover reasonable support costs. Support costs are those costs relating to a local government's central service departments that are allocable to the local government's operating departments. Central services support cost allocations were incorporated using the resulting indirect overhead percentages determined through the City's Cost Allocation Plan. A Cost Allocation Plan identifies the central service functions of the City such as Finance, City Manager, and Human Resources and allocates their cost to the departments and funds of the City that they support. This plan was used in the User Fee study to account for the burden placed upon central services by the operating departments in order to allocate a proportionate share of central service cost through the study.

As labor effort and costs associated with the provision of services fluctuate over time, a significant element in the development of any fee schedule is that it has the flexibility to remain current. Therefore, it is recommended that the City include an inflationary factor in the resolution adopting the fee schedule to allow the City to annually increase or decrease the fees by changes in a pre-approved inflationary index, as described below. However, such inflationary increases shall not exceed the reasonable estimated cost of providing the services each year.

The City may employ many different inflationary factors. The most commonly used inflator is some form of the Consumer Price Index (CPI) as it is widely well known and accepted. A similar inflator is the implicit price deflator for GDP, which is much like the CPI except that while the CPI is based on the same "basket" of goods and services every year, the price deflators' "basket" can change year to year. Since the primary factor for the cost of a City's services is usually the costs of the personnel involved, tying an inflationary factor that connects more directly to the personnel costs can also be suitable if there is a clear method, or current practice of obtaining said factor.

Each City should use an inflator that they believe works the best for their specific situation and needs but cannot rely solely on the CPI increase as it is incumbent upon each agency to ensure the amount of the fees charged does not exceeds the reasonable estimated costs of providing the services. It is also recommended that the City perform this internal review annually with a comprehensive review of services and fees performed every five years, which would include adding, amending, or removing fees for programs/services.



Study Objective

As the City of Los Alamitos seeks to efficiently manage limited resources and adequately respond to increased service demands, it needs a variety of tools. A User Fee Study provides assurance that the City has the best information and the best resources available to make sound decisions, fairly and legitimately set fees, maintain compliance with state law and local policies, and meet the needs of the City administration and its constituency. Given the limitations on raising revenue in local government, the City recognizes that a User Fee Study is a very cost-effective way to understand the total cost of services and identify potential fee deficiencies. Essentially, a User Fee is a payment for a requested service provided by a local government that primarily benefits an individual or group.

The total cost of each service included in this analysis is based on the full cost of providing City services, including direct salaries and benefits of City staff, direct departmental costs, and indirect costs from central service support. This study determines the full cost recovery fee for the City to provide each service; however, each fee is set at the City's discretion, up to 100% of the total cost, as specified in this report.

The principal goal of the study was to help the City determine the full cost of the services that the City provides. In addition, Willdan established a series of additional objectives including:

- Developing a rational basis for setting fees
- Identifying subsidy amount, if applicable, of each fee in the model
- Ensuring compliance with State law
- Developing an updatable and comprehensive list of fees
- Maintaining accordance with City policies and goals

The study results will help the City better understand its true costs of providing services and may serve as a basis for making informed policy decisions regarding the most appropriate fees, if any, to collect from individuals and organizations that require individualized services from the City.

Aim of the Report

The User Fee Study focused on the cost of City services, as City staff currently provide them at existing, known, or reasonably anticipated service and staff level needs. This report provides a summary of the study results, and a general description of the approach and methods Willdan and City staff used to determine the recommended fee schedule. The report is not intended to document all of the numerous discussions throughout the process, nor is it intended to provide an influential dissertation on the qualities of the utilized tools, techniques, or alternative approaches.

Scope of the Study

The scope of this study encompasses a review and calculation of the user fees charged by the following Los Alamitos departments and fee groups:

- Administration
- Development Services



-
- Public Works
 - Building
 - Planning
 - Police
 - Recreation & Community Services

The study involved the identification of existing and potential new fees, fee schedule restructuring, data collection and analysis, orientation and consultation, quality control, communication and presentations, and calculation of individual service costs (fees) or program cost recovery levels.



Project Approach and Methodology

Conceptual Approach

The basic concept of a User Fee Study is to determine the “reasonable cost” of each service provided by the City for which it charges a user fee. The full cost of providing a service may not necessarily become the City’s fee, but it serves as the objective basis as to the maximum amount that may be collected.

The standard fee limitation established in California law for such fees is the “estimated, reasonable cost” principle. In order to maintain compliance with the letter and spirit of this standard, every component of the fee study process included a related review. The use of budget figures, time estimates, and improvement valuation clearly indicates reliance upon estimates for some data.

Fully Burdened Hourly Rates

The total cost of each service included in this analysis is primarily based on the Fully Burdened Hourly Rates (FBHRs) that were determined for City personnel directly involved in providing services. The FBHRs include not only personnel salary and benefits (see [Appendix B](#)), but also any costs that are reasonably ascribable to personnel. The cost elements that are included in the calculation of fully burdened rates are:

- Salaries & benefits of personnel involved
- Operating costs applicable to fee operations
- Departmental support, supervision, and administration overhead
- Indirect City-wide overhead costs calculated through the Cost Allocation Plan

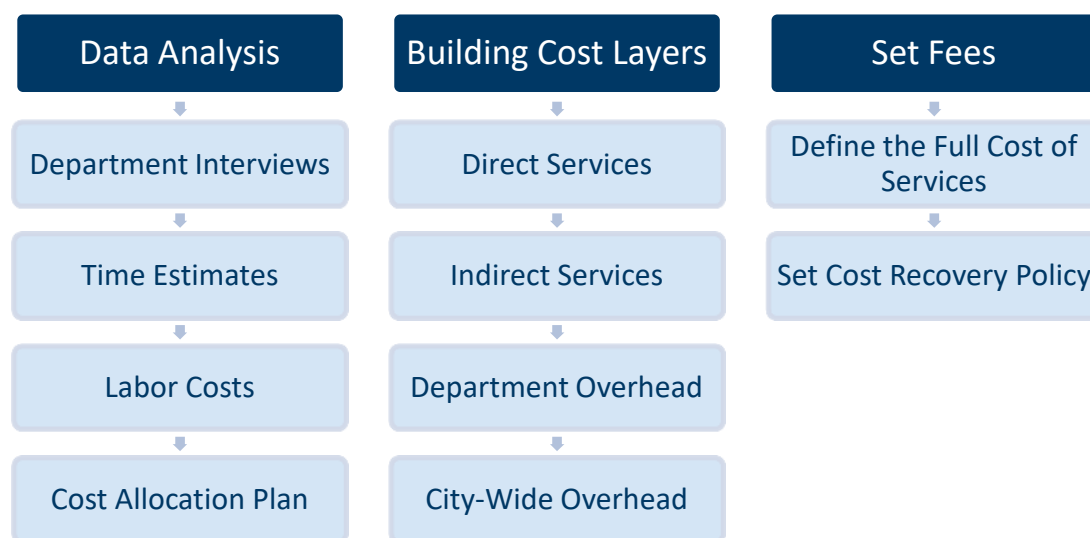
An important factor in determining the fully burdened rate is in the calculation of productive hours for personnel. This calculation takes the available workable hours in a year of 2,080 and adjusts this figure to 1,650 productive or billable hours to account for calculated or anticipated hours’ employees are involved in non-billable activities such as paid vacation, sick leave, holidays, and other considerations as necessary. Dividing the full cost, including overhead, of a position by the number of productive hours provides the FBHR.

The FBHRs are then used in conjunction with time estimates, when appropriate for how a service is provided, to calculate a fee’s cost based on the personnel and the amount of their time that is involved in providing each service.



Summary Steps of the Study

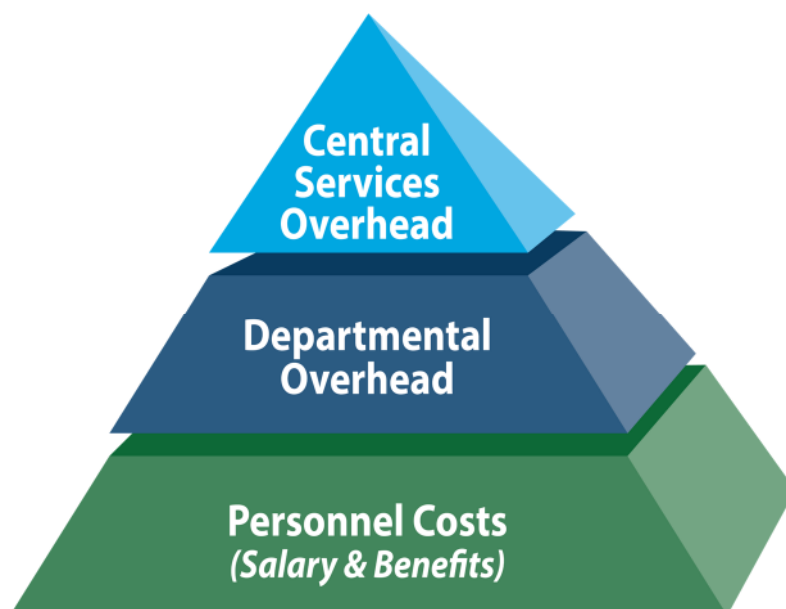
The process of the study is straightforward and simple in concept. The following list provides a summary of the study process steps:



Allowable Costs

This report identifies three types of costs that, when combined, constitute the fully burdened cost of a service (**Appendix A**). Costs are defined as direct labor, including salary and benefits, departmental overhead costs, and the City's central services overhead, where departmental and central service overhead costs constitute support costs. These cost types are defined as follows:

- **Direct Labor (Personnel Costs):** The costs related to staff salaries for time spent directly on fee-related services.
- **Departmental Overhead:** A proportional allocation of departmental overhead costs, including operation costs such as supplies and materials that are necessary for the department to function.
- **Central Services Overhead:** These costs, as provided via the City's Cost Allocation Plan, represent services provided by those Central Services Departments whose primary function is to support other City departments.





Methodology

The three methods of analysis for calculating fees used in this report are the:

Case Study Method (Standard Unit Cost Build-Up Approach): This approach estimates the actual labor and material costs associated with providing a unit of service to a single user. This analysis is suitable when City staff time requirements do not vary dramatically for a service, or for special projects where the time and cost requirements are easy to identify at the project's outset. Further, the method is effective in instances when a staff member from one department assists on an application, service or permit for another department on an as-needed basis. Costs are estimated based upon interviews with City staff regarding the time typically spent on tasks, a review of available records, and a time and materials analysis.

Program Cost Approach: In some instances, the underlying data is not available or varies widely, leaving a standard unit cost build-up approach impractical. In addition, market factors and policy concerns (as opposed to actual costs) tend to influence rental based fee levels more than other types of services. Willdan employed a different methodology where appropriate to fit a programs' needs and goals. Typical programmatic approach cases are valuation-based fees, Recreation programs, and instances where a program cost is divided over the user base to obtain a per applicant cost for shared cost services.

Valuation Based Fees: This manner of collection is used when the valuation of the improvement can be used as a proxy for the amount of effort it would take for City staff to complete the service provided. More specifically, this approach is commonly used for certain User Fees in the Building Division. It is generally accepted that as a project's size scales up, the cost of the project increases, and the amount of effort needed to review and inspect also increases. Using a valuation-based fees provides for a system that can adjust as project sizes scale. Land is not included in the valuation.

Quality Control/Quality Assurance

All study components are interrelated, thus flawed data at any step in the process will cause the ultimate results to be inconsistent and unsound. The elements of our Quality Control process for User Fee calculations include:

- Involvement of knowledgeable City staff
- Clear instructions and guidance to City staff
- Reasonableness tests and validation
- Internal and external reviews
- Cross-checking

Reasons for cost increases/decreases over current fees

Within the fee tables in **Appendix C**, the differences are identified between the full costs calculated through the study and the fee levels currently in effect. The reasons for differences between the two can arise from a number of possible factors including:



-
- Previous fee levels may have been set at levels less than full cost intentionally, based on policy decisions
 - Position staffing levels, seniority, and the positions that complete fee and service activity may vary from when the previous costs were calculated
 - Personnel and materials costs could have increased at levels that differed from any inflationary factors used to increase fees since the last study
 - Changes in processes and procedures within a department, or the City as a whole
 - Changes in the demand for services in a City may have also changed the staffing or cost structure of departments over time

City Staff Contributions

As part of the study process, Willdan received tremendous support and cooperation from City staff, which contributed and reviewed a variety of components to the study, including:

- Budget and other cost data
- Staffing structures
- Fee and service structures, organization, and descriptions
- Direct work hours (billable/non-billable)
- Time estimates to complete work tasks
- Review of draft results and other documentation

A User Fee Study requires significant involvement of the managers and line staff from the departments on top of their existing workloads and competing priorities. The contributions from City staff were critical to this study. We would like to express our appreciation to the City and its staff for their assistance, professionalism, positive attitudes, helpful suggestions, responsiveness, and overall cooperation.



Los Alamitos User Fees

Cost Recovery

The cost recovery models, by department/division fee type, are presented in detail in [Appendix C](#). Full cost recovery is determined by summing the estimated amount of time each position (in increments of minutes or hours) spends to render a service. Time estimates for each service rendered were obtained through interviews conducted with City staff for each department/division fee included in the study. The resulting cost recovery amount represents the total cost of providing each service. The City's current fee being charged for each service, if applicable, is provided in this section, as well, for reference.

It is important to note that the time data used to determine the amount of time each employee spends assisting in the provision of the services listed on the fee schedule is essential in identifying the total cost of providing each service and will differ from City to City depending on staffing, positions involved, experience of staff, the use of consultants, and the policies and procedures in place for each City. Specifically, in providing services, a number of employees are often involved in various aspects of the process, spending anywhere from a few minutes to several hours on the service.

The primary goal of this study was to identify the cost of City services, to provide information to help the City make informed decisions regarding the actual fee levels and charges. The responsibility of determining the final fee levels is a complicated task. City staff must consider many issues in formulating recommendations, and the City Council must consider those same issues and more in making the final decisions.

City staff assumes the responsibility to develop specific fee level recommendations to present to the City Council. Unfortunately, there are no hard and fast rules to guide the City, since many of the considerations are based on the unique characteristics of the City of Los Alamitos, and administrative and political discretion. However, in setting the level of full cost recovery for each fee, one should consider whether the service solely benefits one end user or the general community.

Subsidization

Recalling the definition of a user fee helps guide decisions regarding subsidization. The general standard is that individuals (or groups) who receive a wholly private benefit should pay 100% of the full cost of the services. In contrast, services that are simply public benefit should be funded entirely by the general fund's tax dollars. Unfortunately, for the decision makers, some services fall into the range between these two extremes.

Further complicating the decision, opponents of fees often assert that the activities subject to the fees provide economic, cultural, "quality of life," or other community benefits that exceed the costs to the City, but it is important to distinguish the difference between any purported possible benefits that may be conveyed through the result of activities of the service receiver and the direct benefit being conveyed through the City providing the service to the requestor.

It is recommended the City consider such factors during its deliberations regarding appropriate fee levels.



Of course, subsidization can be an effective public policy tool since it can be used to reduce fees to encourage certain activities (such as to ensure public safety) or allow some people to be able to afford to receive services they otherwise could not at the full cost. In addition, subsidies can be an appropriate and justifiable action, such as to allow citizens to rightfully access services, without overburdensome costs.

Despite the intent, it is important for the City and public to understand that subsidies must be covered by another revenue source, typically the General Fund's other unrestricted funds.

Impact on Demand (Elasticity)

Economic principles of elasticity suggest that increased costs for services (higher fees) will eventually curtail the demand for the services; whereas lower fees may spark an incentive to utilize the services and encourage certain actions. Either of these conditions may be a desirable effect to the City. However, the level of the fees that would cause demand changes is largely unknown. The cost of service study did not attempt to evaluate the economic or behavioral impacts of higher or lower fees; nevertheless, the City should consider the potential impacts of these issues when deciding on fee levels.

Summary

City staff is recommending setting user fees at suggested fee amounts as detailed in [Appendix C](#). City and departmental goals, City Council priorities, policy initiatives, past performance, implementation issues, and other internal and external factors should influence staff recommendations and City Council decisions. In this case, the proper identification of additional services (new or existing services) and the update to a consistent and comprehensive fee schedule were the primary objectives of this study. City staff has reviewed the full costs and identified the recommended fee levels for consideration by City Council.

The following sections provide background for each department, division, and fee group and the results of this study's analysis of their fees. For the full list of each fee's analysis, refer to [Appendix C](#) of this report.



Administration

The Administration Department includes City Manager, City Clerk, Human Resources). Fees included are delinquent customer fees, finance processing fees, copies, electronic data request, subpoena fees, business license, business permits and regulations and others.

Administration Analysis

Willdan individually reviewed the services associated with Administration. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The services listed under Administration services consist of a few flat cost-based fees, the business license taxes, and others set by the State. The analysis of the cost-based services relied upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff time to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City central services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that current fees are not in line with the full cost of providing service. Staff is recommending the fees be adjusted to full cost recovery or a maximum 25% increase (whichever is less) as detailed in [Appendix C](#). As a result, there would be:

- An increase to 3 fees;
- 4 fees would decrease;
- 18 fees would remain as currently set, and;
- 1 new fee would be added.



Development Services

The Development Services Department establishes the physical development of the Community through ten divisions: Public Works Administration, Planning, Neighborhood Preservation, Building Inspection, NPDES, Street Maintenance, Park Maintenance, Facility Maintenance, Economic Development, and Engineering.

Through these divisions, a long-range vision for the City of Los Alamitos is established to maintain the mechanisms to guide physical development to promote livability, aesthetic value, and economic development. The Development Services Department also plans, designs, operates, and maintains 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.

Development Services – Public Works Analysis

Willdan individually reviewed the services associated with the Public Works Division. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

A program analysis was performed to determine current cost recovery for services utilizing the cost for services along with historical revenue and fee activity. The analysis found that the current Public Works fees on average result in around 49% cost recovery for services. Staff are recommending that the fees be increased to achieve full cost recovery, which would require about a 105% increase. The analysis of the new cost-based services relied upon a standard unit cost build-up approach, whereby we determined the reasonable cost of each fee occurrence using staff and consultant time to recover the direct cost and a pro-rata share of departmental costs, including indirect costs for City central services. Staff is suggesting full cost recovery for new fees. All suggested fee changes are detailed in [Appendix C](#).

Development Services – Building Analysis

Willdan individually reviewed the services and programs associated with the Building Division. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

A program cost analysis was performed to determine current cost recovery for services utilizing the cost for services along with historical revenue and fee activity for Building and Safety. The analysis found that the current fees on average result in around 72% cost recovery for services. Staff are recommending that the fees be increased to achieve an 80% cost recovery, which would require about a 12% increase. For Building Permit fees, valuation is used as a proxy for measuring the amount of effort needed to provide services on a case by case basis. This method is an industry standard widely used by other jurisdictions to evaluate the cost of providing service. It is generally understood that the larger and more complex a project is, more time and effort that is required to provide the service. Project valuation also follows that trend, and so by using a combination of either project valuation or historical revenue figures along with a multiplier or cost recovery analysis for historical and anticipated future construction trends, current cost recovery along with



variability in charges due to project type and scale is determined. All suggested fee changes are detailed in **Appendix C**.

Development Services – Planning Analysis

Willdan individually reviewed the services and programs associated with the Planning Program. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Planning services relied primarily upon a standard unit cost build-up approach, whereby the reasonable cost of each fee occurrence was determined using staff time involved in providing services to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City central services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that current fees are not in line with the updated cost of providing services. It is recommended that the City adjust fees to full cost recovery as detailed in **Appendix C**. As a result, there would be:

- An increase to 31 fees;
- 19 fees would decrease;
- 4 fees would change to flat fee from a deposit based;
- 3 new fees would be added, and;
- 30 fees would remain as currently set.



Police

The Los Alamitos Police Department consists of ten divisions: Police Administration, Patrol, Investigation, Records, Community Outreach, Youth Programs, Traffic, Emergency Preparedness, and K-9 Unity. These divisions 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.

Administration provides the oversight and administrative backbone necessary for the effective and efficient police service delivery. 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.

The Detective Bureau is made up of investigators working to solve crimes and prepare cases for court. 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.

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 that focus on prevention as well as apprehension. By utilizing up-to-date technology, the Department informs community members 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.

Police Analysis

Willdan individually reviewed the services associated with the Police Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of the Police services relied primarily upon a standard unit cost build-up approach for fees, excluding penalties, whereby the reasonable cost of each fee occurrence was determined using staff time involved with providing the service to recover the direct cost of staff and the pro-rata share of departmental costs, including indirect costs for City Central Services. Willdan then compared the calculated full cost against the current fee amount to determine, if charged, whether the current fee is recovering the costs associated with the requested service. The analysis found that fees are currently not in line with the updated full cost of providing services. Staff is recommending the fees be adjusted as detailed in [Appendix](#)

C. As a result, there would be:



-
- An increase to 17 fees;
 - 3 fees would decrease;
 - 18 fees would remain as currently set, and;
 - the average fee change would be an increase of 6% for current fees.



Recreation & Community Services

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.

COMMUNITY SERVICES

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 Community Services is also responsible for scheduling, reservations, policy renovation, and day-to-day operations associated with the Community Center facility and surrounding complex.

DAY CAMP AND PARK PROGRAMS

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. Park Programs are 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.

SPORTS

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. 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.

SPECIAL CLASSES AND SPECIAL EVENTS

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 Special Events Division coordinates the City's annual special events, including the Weekend of Art, Race Los Al, 3rd 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.



Recreation & Community Services Analysis

Willdan individually reviewed the services and programs associated with the Recreation and Community Services Department. The review also consisted of an evaluation of existing services in an effort to update the fee schedule.

The analysis of Recreation programs included an update of the cost recovery targets for services and facility rentals. Fees for use of government owned facilities and property can be set discretionally by the City per Proposition 26 to reduce the cost to the public for related facilities costs, and because there is market availability for facility use elsewhere. The cost of acquisition, maintenance, repair, and upgrade to the City and subsequently the community is partially offset by rental or use fee revenue. As such these fees should be set using the knowledge of activity use for the facilities, policy desires of the City, and market factors when desirable. It is generally accepted that many Recreation programs provide a measure of public benefit to the residents and City as a whole. In addition, cities generally want to ensure that their programs and services remain affordable to the community at large, and that the programs remain competitive with surrounding jurisdictions and private businesses. Therefore, full cost recovery is typically not the primary goal of fee setting. A cost recovery analysis of Community Services determined that current direct cost recovery is around 29%. Generally, California cities typically fall between 20% and 40% cost recovery post the COVID pandemic based on Willdan's experience performing such analysis in other cities in the State due to there being a lag in fee increases since that period. While the overall cost recovery of the department is at 29%, individual areas are achieving differing levels of accost recovery as shown in the table below. The target cost recovery levels the department utilizes in setting fees is detailed in [Appendix C](#).

Description	Direct Cost Recovery
Recreation Administration	NA
Aquatics	NA
Community Services	24%
Day Camp	43%
Playgrounds	0%
Sports	24%
Special Classes	44%
Special Events	24%
Total Department	29%



Appendix A – Total Allowable Cost to be Recovered

Below are the total allowable costs that may be recovered through User Fees; however, only a portion of the total allowable cost is recovered as staff not only works on services related to User Fees, but also works on an array of other City functions during the operational hours of the City. The amounts listed below will not reconcile to City budgets as costs that should not be included in overhead for personnel in the application of determining fully burdened hourly rates were excluded. Examples of these costs are capital, debt, monetary transfers, contract costs, and any other costs that are charged directly to the service requestor.

City of Los Alamitos - User Fee Overhead Rate Calculations

Department	Total Personnel Services	Department Materials & Supplies	Direct Overhead %	Indirect Allocation %
City Administration	891,796	71,131	8%	0%
Development Services Administration	967,584	45,750	5%	0%
Development Services	1,003,344	870,149	87%	67%
Development Services - Facility Maintenance	148,086	136,300	92%	0%
Finance	574,416	175,983	31%	0%
Police	6,748,952	545,920	8%	22%
Recreation & Community Services	1,813,705	494,772	27%	40%



Appendix B –Fully Burdened Hourly Rates

Below are fully burdened hourly rates of staff positions that provide for the services detailed in **Appendix C**. The FBHRs were used to determine the full cost of each service. They include the salary and benefit costs for each position as well as all applicable overhead amounts for each position. When a central service department position works on a fee or project in the purview of an operating department, the overhead rates of the operating department (shown in **Appendix A**) will be applied to that central service positions' salary and benefit rate for full cost recovery since indirect overhead cost only applies to non-central service functions of the City. For any user fee service request that is outside the scope of the fees detailed in **Appendix C**, or for services for which there is no fee currently set, the City can charge up to the full cost of the FBHR for personnel involved.



City of Los Alamitos - User Fee

Fully Burdened Hourly Rate Calculation

Department	Position	S&B Hourly Rate	Direct %	Indirect %	Fully Burdened Hourly Rate
Development Services	Planning Blended rate				\$471.37
Development Services	Maintenance Blended Rate				\$162.41
Development Services	Code Enforcement Blended Rate				\$100.50
City Administration	Admin - Administrative Services Manager	\$115.73	8%	0%	\$124.96
City Administration	Admin - City Clerk	\$127.53	8%	0%	\$137.71
City Administration	Admin - City Manager	\$259.86	8%	0%	\$280.59
City Administration	Admin - Deputy City Clerk	\$75.46	8%	0%	\$81.48
City Administration	Admin - Management Analyst	\$70.57	8%	0%	\$76.20
Development Services	DS - Associate Planner	\$78.89	87%	67%	\$245.65
Development Services	DS - Code Enforcement Officer	\$57.04	87%	67%	\$177.62
Development Services	DS - Economic Development Supervisor	\$44.30	87%	67%	\$137.94
Development Services	DS - Maintenance Worker	\$89.73	87%	67%	\$279.39
Development Services	DS - Maintenance Worker I	\$98.20	87%	67%	\$305.76
Development Services	DS - Senior Planner	\$114.71	87%	67%	\$357.18
Development Services Administration	DS Admin - Department Secretary	\$87.17	5%	0%	\$91.29
Development Services Administration	DS Admin - Development Services Director	\$106.36	5%	0%	\$111.39
Development Services Administration	DS Admin - Development Services Manager	\$60.60	5%	0%	\$63.46
Development Services Administration	DS Admin - Maintenance Worker	\$176.95	5%	0%	\$185.32
Development Services Administration	DS Admin - Management Analyst	\$115.99	5%	0%	\$121.48
Development Services Administration	DS Admin - Public Works Supervisor	\$60.60	5%	0%	\$63.46
Development Services - Facility Maintenance	Facility - Maintenance Worker	\$44.30	92%	0%	\$85.08
Finance	Finance - Accountant	\$69.84	31%	0%	\$91.24
Finance	Finance - Finance Manager	\$115.76	31%	0%	\$151.22
Finance	Finance - Senior Finance Assistant	\$71.39	31%	0%	\$93.27
Police	Police - Community Liaison Officer	\$65.00	8%	22%	\$86.01
Police	Police - Police Corporal	\$163.80	8%	22%	\$216.75
Police	Police - Police Officer	\$133.13	8%	22%	\$176.16
Police	Police - Police Sergeant	\$188.60	8%	22%	\$249.56
Police	Police - Records Specialist	\$116.24	8%	22%	\$153.81
Police	Police - SRO	\$62.45	8%	22%	\$82.64
Recreation & Community Services	Rec - Department Secretary	\$73.84	27%	40%	\$131.96
Recreation & Community Services	Rec - Recreation and Community Services Director	\$69.26	27%	40%	\$123.78
Recreation & Community Services	Rec - Recreation Coordinator	\$66.54	27%	40%	\$118.92
Recreation & Community Services	Rec - Recreation Coordinator/ Graphics Media	\$105.10	27%	40%	\$187.82
Recreation & Community Services	Rec - Recreation Manager	\$78.86	27%	40%	\$140.94
Recreation & Community Services	Rec - Recreation Supervisor	\$118.58	27%	40%	\$211.91



Appendix C – Cost Recovery Analysis

The following tables provide the results of the analysis, resulting full cost recovery amount, and recommended fees. For fees, services, and penalties in which the full cost, existing fee, and suggested fee is listed as “NA”, the amount or percentage was not calculable. This is most common when either the current or the suggested fee includes a variable component that is not comparable on a one-to-one basis, a full cost was not calculated (for penalties, fines, market-based fees, or items not included in the study), or when there is not a current fee amount to compare against.

Administration

Fee No.	Description	Current Fee/Charge	Notes
	Delinquent Customer Fees		
Adm 1	Returned Check Processing (Non-Sufficient Funds NSF)		
Adm 2	1st NSF Check	\$25.00	Per CA Civil Code; 1st NSF Check is limited to \$25 fee; each subsequent NSF check is limited to \$35 fee
Adm 3	Each Subsequent NSF Check	\$35.00	Per CA Civil Code; 1st NSF Check is limited to \$25 fee; each subsequent NSF check is limited to \$35 fee
Adm 4	Transient Occupancy Tax (TOT) Administration processing fee (line addition to penalty)	\$10.00	
Adm 5	Collections Fee	\$142.57	
	Finance Processing Fees		
Adm 6	Admin Processing Fee (per transaction)	\$5.32	
	Credit Card Processing Fee	New	
Adm 7	Refund Processing - Check	\$35.45	
Adm 8	Check Reissuance	\$69.78	Includes the bank fee of \$30 for stop payment
	Copies:		
Adm 9	Per page	\$0.10	Per Public Records Act (\$.10 per page)
	Electronic Data Request (CD/DVD Copy)		
Adm 10	Copy of Existing Data File	\$10.35	
Adm 11	Copy of Non-Existing Data File	\$22.15	
	Other		
Adm 12	Certification of Document	\$22.15	
Adm 13	Witness Oath Admin Fee	\$10.35	
Adm 15	Notary Fee	\$15.00	AB 2217, effective 1.1.17 \$15
Adm 16	U.S Veteran Notary Fee	\$0.00	
	Subpoena Fee		
Adm 17	Response to subpoena - Hourly	\$28.00	CA Evidence Code 1563
Adm 18	Response to subpoena - Records	\$16.43	CA Evidence Code 1564
Adm 19	Response to subpoena - Civil	\$316.18	Set by State
	Business License		
Adm 20	Change to Business License - Name	\$13.80	Current actual cost to City: HDL costs = \$12 per item
Adm 21	Change to Business License - Location	\$13.80	Current actual cost to City: HDL costs = \$12 per item

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$25.00	\$0.00
NA	NA	\$35.00	\$0.00
\$26.21	54%	\$12.00	\$2.00
NA	NA	\$142.57	\$0.00
NA	NA	\$5.32	\$0.00
4.4%	NA	3.5%	NA
\$26.01	0%	\$26.00	-\$9.45
\$60.68	1%	\$60.00	-\$9.78
NA	NA	\$0.10	\$0.00
NA	NA	\$10.35	\$0.00
NA	NA	\$22.15	\$0.00
\$34.43	22%	\$27.00	\$4.85
\$34.43	65%	\$12.00	\$1.65
NA	NA	\$15.00	\$0.00
NA	NA	\$0.00	\$0.00
NA	NA	\$28.00	\$0.00
NA	NA	\$16.43	\$0.00
NA	NA	\$316.18	\$0.00
NA	NA	\$13.80	\$0.00
NA	NA	\$13.80	\$0.00

Administration

Fee No.	Description	Current Fee/Charge	Notes
Adm 22	Duplicate Business License	\$13.80	Current actual cost to City: HDL costs = \$12 per item
Adm 23	Business License Home Occupation Inspection	\$123.02	Cost from CD-Planning
	Business Permits and Regulations		
Adm 24	Bingo Permit	\$57.49	CA Govt. Code 25845; Penal Code 326.3-326.5
	Hourly Rates		
Adm 25	Admin Svcs - Hourly Rate	\$142.57	
Adm 26	City Clerk - Hourly Rate	\$126.47	
	Election Related		
Adm 27	Filing Fee Candidate's Nomination Papers	\$25.00	CA Elections Code 10228

For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$13.80	\$0.00
NA	NA	\$123.02	\$0.00
NA	NA	\$57.49	\$0.00
\$124.96	1%	\$124.00	-\$18.57
\$137.71	1%	\$137.00	\$10.53
NA	NA	\$25.00	\$0.00

Public Works

Fee No.	Description	Current Fee/Charge	Unit	Notes
PW 1	Improvement - Plan Check - Per Sheet (Street, Storm Drain) - includes 3 reviews	\$979.59		
PW 1	Improvement - Plan Check - Per Sheet (Street, Storm Drain) - 4th and subsequent review	\$195.46		
PW 2	Improvement - Inspection (Street, Storm Drain) - per inspection	\$587.53		
PW 3	Grading - Plan Check - Residential lots	\$761.14		
PW 4	Grading - Plan Check - Commercial lots	Deposit \$687 - Actual Cost		Recommended fee is "Actual Cost" using fully burdened hourly rate
PW 5	Hydrology Report	\$761.14		Recommended fee is "Actual Cost" using fully burdened hourly rate
PW 6	Geotech/ Soils Review	Deposit \$687 - Actual Cost		
PW 7	Parking Space Closure	\$1,175.05		
PW 8	Sidewalk Closure	\$784.13		
PW 9	Traffic Study Review	\$2,351.25		
PW 10	Grading - Inspection	\$392.07		
PW 11	Final Tract Map	\$1,371.66		
PW 12	Parcel Map per Parcel	\$761.14		
PW 13	Lot Line Adjustment	761.14 per parcel		
	SB9	New		
PW 14	Other Legal Checking	Actual Cost		Recommended fee is "Actual Cost" using fully burdened hourly rate
PW 15	Curb Painting (per 30 l.f. of curb)	\$392.07		
PW 16	Access: Commercial	\$392.07		
PW 17	Access: Personal/Homeowner	\$392.07		
PW 18	Commercial Photography Motion Picture - per Day	\$685.26		
PW 19	Commercial Photography/Still Pictures - per Day	\$195.46		
PW 20	Surplus Material Removal (Review of Contractor's Hauling Plan)	\$587.53		
PW 21	Road Closure	\$685.26		
	Ticket Trailer Rental	New	per 4 hours	
	Stage Rental	New	per 4 hours	
	Misc Equipment Rental	New		
	Traffic Control Setup	New		
	Underground Utilities:			
PW 22	0-100 l.f.	\$685.26		
PW 23	101-1,000 l.f.	\$979.59		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$2,010.25	0%	\$2,010.25	\$1,030.66
\$401.11	0%	\$401.11	\$205.65
\$1,205.68	0%	\$1,205.68	\$618.15
\$1,561.96	0%	\$1,561.96	\$800.82
NA	NA	Deposit \$1,030 - Actual Cost	\$0.00
\$1,561.96	0%	\$1,561.96	\$800.82
NA	NA	Deposit \$1,030 - Actual Cost	\$0.00
\$2,411.36	0%	\$2,411.36	\$1,236.31
\$1,609.14	0%	\$1,609.14	\$825.01
\$4,825.07	0%	\$4,825.07	\$2,473.82
\$804.57	0%	\$804.57	\$412.51
\$2,814.82	0%	\$2,814.82	\$1,443.16
\$1,561.96	0%	\$1,561.96	\$800.82
\$5,472.05	0%	\$5,472.05	Variable
\$11,226.11	0%	\$11,226.11	NA
NA	NA	Actual Cost	\$0.00
\$804.57	0%	\$804.57	\$412.51
\$804.57	0%	\$804.57	\$412.51
\$804.57	0%	\$804.57	\$412.51
\$1,406.23	0%	\$1,406.23	\$720.98
\$401.11	0%	\$401.11	\$205.65
\$1,205.68	0%	\$1,205.68	\$618.15
\$1,406.23	0%	\$1,406.23	\$720.98
NA	NA	\$1,200.00	NA
NA	NA	\$3,500.00	NA
\$1,992.75	73%	\$548.00	NA
\$3,985.50	0%	Actual Cost - Minimum \$1,097	NA
\$1,406.23	0%	\$1,406.23	\$720.98
\$2,010.25	0%	\$2,010.25	\$1,030.66

Public Works

Fee No.	Description	Current Fee/Charge	Unit	Notes
PW 24	1,000 + I.f.	\$1,763.73		
PW 25	per Additional I.f.	\$2.17		
PW 26	Aerial Utilities - All (per pole)	\$784.13		
PW 27	Landscaping / Gardening Irrigation (> 2,500 s.f.)	\$878.09		
PW 28	Bus Bench / Shelter Master Permit / Renewal	\$489.80		
PW 29	Bus Bench / Shelter Indiv. Bench Placement / Renewal	\$195.46		
PW 30	Bus Shelter Master Permit & Renewal	\$147.17		
PW 68	Bus Bench/Shelter Removal	\$10.00		
PW 69	Bus Bench/Shelter Storage per month	\$5.00		
PW 31	News Rack Fee	\$294.34		
PW 32	Culvert	\$489.80		
PW 33	Driveway Approach - Residential	\$195.46		
PW 34	Driveway Approach - Commercial	\$646.16		
PW 35	Curbs & Gutters per 100 I.f.	\$195.46		
PW 36	Sidewalks	\$294.34		
PW 37	Paving	\$685.26		
PW 38	Paving per I.f.	\$0.92		
PW 39	Catch Basin	\$294.34		
PW 40	Storm Drain Entries 0-27"	\$392.07		
PW 41	Storm Drain Entries > 27"	\$392.07		
PW 42	Traffic Control Plan	\$784.13		
PW 43	Memorial Tree/Rock Installation	Actual Cost		Recommended fee is "Actual Cost" using fully burdened hourly rate
PW 44	Old Street Sign Sale	\$17.25		
PW 45	Sign Installation	\$150.62		
PW 46	Barricade / Delineator Request - Per Event or Incident	Actual Cost		Recommended fee is "Actual Cost" using fully burdened hourly rate
PW 47	Shopping Cart Retrieval	\$50.59		
	Monitoring Well Installation Fee (Per Well)			
PW 48	Plan Review	\$150.62		
PW 49	Traffic Plan	\$453.00		
PW 50	Inspection	\$154.00		
	Crane Permit			
PW 51	Traffic Plan	\$453.00		
PW 52	Inspection	\$150.62		
PW 53	Outdoor Dining Permit	\$906.01		
PW 54	Parklet Fee	\$604.77		
	Oversize/ Overweight Permit			
PW 55	Single	\$16.00		Fee Set by State (\$16;\$90 maximum)
PW 56	Annual	\$90.00		Fee Set by State (\$16;\$90 maximum)
PW 57	Tree Removal Fee	\$302.39		
PW 58	Temporary "No Parking" Sign Fee	\$604.77		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$3,619.40	0%	\$3,619.40	\$1,855.67
\$4.45	0%	\$4.45	\$2.28
\$1,609.14	0%	\$1,609.14	\$825.01
\$1,801.96	0%	\$1,801.96	\$923.87
\$1,005.13	0%	\$1,005.13	\$515.33
\$401.11	0%	\$401.11	\$205.65
\$302.01	0%	\$302.01	\$154.84
\$20.52	0%	\$20.52	\$10.52
\$10.26	0%	\$10.26	\$5.26
\$604.02	0%	\$604.02	\$309.68
\$1,005.13	0%	\$1,005.13	\$515.33
\$401.11	0%	\$401.11	\$205.65
\$1,326.01	0%	\$1,326.01	\$679.85
\$401.11	0%	\$401.11	\$205.65
\$604.02	0%	\$604.02	\$309.68
\$1,406.23	0%	\$1,406.23	\$720.98
\$1.90	0%	\$1.90	\$0.97
\$604.02	0%	\$604.02	\$309.68
\$804.57	0%	\$804.57	\$412.51
\$804.57	0%	\$804.57	\$412.51
\$1,609.14	0%	\$1,609.14	\$825.01
NA	NA	Actual Cost	\$0.00
\$35.39	0%	\$35.39	\$18.15
\$309.09	0%	\$309.09	\$158.47
NA	NA	Actual Cost	\$0.00
\$103.82	0%	\$103.82	\$53.23
\$309.09	0%	\$309.09	\$158.47
\$929.62	0%	\$929.62	\$476.62
\$316.03	0%	\$316.03	\$162.03
\$929.62	0%	\$929.62	\$476.62
\$309.09	0%	\$309.09	\$158.47
\$1,859.25	0%	\$1,859.25	\$953.24
\$1,241.07	0%	\$1,241.07	\$636.30
NA	NA	\$16.00	\$0.00
NA	NA	\$90.00	\$0.00
Variable	NA	Contract Rate	NA
\$1,241.07	0%	\$1,241.07	\$636.30

Public Works

Fee No.	Description	Current Fee/Charge	Unit	Notes
	Impact Analysis / Review			
PW 59	Traffic	Actual Cost		Recommended fee is "Actual Cost" using fully burdened hourly rate
PW 60	Soils	Actual Cost		Recommended fee is "Actual Cost" using fully burdened hourly rate
PW 61	Noise	Actual Cost		Recommended fee is "Actual Cost" using fully burdened hourly rate
PW 62	Street Vacation Fee	Actual Cost		Recommended fee is "Actual Cost" using fully burdened hourly rate
PW 63	Incident/ Accident Response (Haz Mat, Accident, Other)	Actual Cost		Recommended fee is "Actual Cost" using fully burdened hourly rate
PW 64	Standard City List of repair/ replacement items	Actual Cost		Recommended fee is "Actual Cost" using fully burdened hourly rate
	Hourly Rates:			
PW 65	PW Engineering - Hourly Rate	\$195.46		
PW 66	PW Maintenance - Hourly Rate	\$150.62		
PW 67	After Hours Rate (Per hour; 4 hour minimum \$286)	\$150.62		After Hours: Monday through Thursday between 6pm-6am; All day Friday, Saturday, and Sunday; City approved Holidays

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	Actual Cost	\$0.00
NA	NA	Actual Cost	\$0.00
NA	NA	Actual Cost	\$0.00
NA	NA	Actual Cost	\$0.00
NA	NA	Actual Cost	\$0.00
NA	NA	Actual Cost	\$0.00
\$401.11	0%	\$401.11	\$205.65
\$309.09	0%	\$309.09	\$158.47
\$309.09	0%	\$309.09	\$158.47

For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.

Building

Fee No.	Description	Current Fee/Charge	Unit	Notes
	Project valuations determined by the most recent published International Code Council (ICC) Building Valuation Table or by Contractors signed contract, at the discretion of the Building Official			
	Valuation-Based Inspection Fees			
	Building Valuation Range			
BL 1	\$1 - \$500	\$201.21		
BL 2	\$501 - \$2,000	\$302.39		
BL 3	\$2,001 - \$6,000	\$402.41		
BL 4	\$6,001 - \$12,000	\$603.62		
BL 5	\$12,000 - \$25,000	\$805.98		
BL 6	\$25,001 base fee	\$1,007.19		
BL 7	Each additional \$1000 or fraction thereof up to \$50,000	\$32.22		
BL 8	\$50,001 base fee	\$1,778.46		
BL 9	Each additional \$1000 or fraction thereof up to \$100,000	\$12.08		
BL 1	\$100,001 base fee	\$2,371.28		
BL 11	Each additional \$1000 or fraction thereof up to \$500,000	\$4.53		
BL 12	\$500,001 base fee	\$4,148.68		
BL 13	Each additional \$1000 or fraction thereof up to \$1,000,000	\$5.63		
BL 14	\$1,000,000 Base Fee	\$6,911.28		
BL 15	Each additional \$1000 beyond \$1,000,000	\$4.03		
	Valuation-Based Plan Review Fees			
	Building Valuation Range			
BL 16	\$1 - \$500	\$101.00		
BL 17	\$501 - \$2,000	\$101.00		
BL 18	\$2,001 - \$6,000	\$201.21		
BL 19	\$6,001 - \$12,000	\$402.41		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$224.77	0%	\$224.77	\$23.56
\$337.80	0%	\$337.80	\$35.41
\$449.54	0%	\$449.54	\$47.13
\$674.31	0%	\$674.31	\$70.69
\$900.37	0%	\$900.37	\$94.39
\$1,125.14	0%	\$1,125.14	\$117.95
\$35.99	0%	\$35.99	\$3.77
\$1,986.73	0%	\$1,986.73	\$208.27
\$13.50	0%	\$13.50	\$1.42
\$2,648.97	0%	\$2,648.97	\$277.69
\$5.06	0%	\$5.06	\$0.53
\$4,634.51	0%	\$4,634.51	\$485.84
\$6.29	0%	\$6.29	\$0.66
\$7,720.64	0%	\$7,720.64	\$809.36
\$4.50	0%	\$4.50	\$0.47
\$112.83	0%	\$112.83	\$11.83
\$112.83	0%	\$112.83	\$11.83
\$224.77	0%	\$224.77	\$23.56
\$449.54	0%	\$449.54	\$47.13

Building

Fee No.	Description	Current Fee/Charge	Unit	Notes
BL 20	\$12,000 - \$25,000	\$805.98		
BL 21	\$25,001 - \$50,000 base fee	\$1,186.70		
BL 22	Each additional \$1000 or fraction thereof up to \$50,000	\$16.11		
BL 23	\$50,001 base fee	\$1,485.76		
BL 24	Each additional \$1000 or fraction thereof up to \$100,000	\$8.06		
BL 25	\$100,001 base fee	\$1,976.77		
BL 26	Each additional \$1000 or fraction thereof up to \$500,000	\$1.25		
BL 27	\$500,001 base fee	\$2,468.84		
BL 28	Each additional \$1000 or fraction thereof up to \$1,000,000	\$0.80		
BL 29	\$1,000,000 Base Fee	\$2,861.23		
BL 30	Each additional \$1000 beyond \$1,000,000	\$1.72		
BL 31	Residential Track - Plan Check (Repeat \$100,000 - \$500,000)	\$302.39		
BL 32	Residential Track - Plan Check - > \$500,000 each additional \$100,000	\$34.49		
BL 33	Accessibility Plan Check (applicable to all non-residential project)	5% of plan check fee		
Miscellaneous Building Fees				
BL 34	Permit Issuance	\$50.59		
	Solar PV Permit Fee			
	Residential			
BL 35	< 15 kW	\$450.00		CA Govt Code ss 66015
BL 36	> 15 kW	\$450 plus \$15 per kW		CA Govt Code ss 66015
	Residential Solar Plan Check	New		
	Commercial			
BL 37	< 50 kW	\$1,000.00		CA Govt Code ss 66015
BL 38	51 - 250 kW	\$1,000 plus \$7 per kW		CA Govt Code ss 66015
BL 39	> 250 kW	\$2,400 plus \$5 per kW		CA Govt Code ss 66015
BL 40	Reroof Permit Fee - Residential 1st 500 square foot	\$101.18		
BL 41	Reroof Permit Fee - Residential for each additional 500 s.f.	\$50.59		
BL 42	Reroof Permit Fee - Commercial 1st 1,000 square foot	\$302.39		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$900.37	0%	\$900.37	\$94.39
\$1,325.67	0%	\$1,325.67	\$138.97
\$17.99	0%	\$17.99	\$1.89
\$1,659.75	0%	\$1,659.75	\$173.99
\$9.00	0%	\$9.00	\$0.94
\$2,208.27	0%	\$2,208.27	\$231.49
\$1.40	0%	\$1.40	\$0.15
\$2,757.96	0%	\$2,757.96	\$289.12
\$0.90	0%	\$0.90	\$0.09
\$3,196.30	0%	\$3,196.30	\$335.07
\$1.92	0%	\$1.92	\$0.20
\$337.80	0%	\$337.80	\$35.41
\$38.53	0%	\$38.53	\$4.04
NA	NA	5% of plan check fee	\$0.00
\$56.51	0%	\$56.51	\$5.92
\$360.00	25%	\$270.00	\$0.00
NA	NA	\$270 plus \$15 per kW	\$0.00
\$180.00	0%	\$180.00	\$0.00
NA	NA	\$1,000.00	\$0.00
NA	NA	\$1,000 plus \$7 per kW	\$0.00
NA	NA	\$2,400 plus \$5 per kW	\$0.00
\$113.03	0%	\$113.03	\$11.85
\$56.51	0%	\$56.51	\$5.92
\$360.00	0%	\$360.00	\$57.61

Building				
Fee No.	Description	Current Fee/Charge	Unit	Notes
BL 43	Reroof Permit Fee - Commercial for each additional 2,000 s.f.	\$150.62		
	Portable Spas and Portable Pools Placed at Grade (Single Family and Duplex Residential Only)			
BL 44	Plan Review	\$50.59		
BL 45	Inspection	\$50.59		
	Reinspection Fees			
BL 46	Code Enforcement - City Attorney - per hour	Actual Cost		
	Other Fees			
BL 47	Expedited Plan Review (Using Outside Consultants) Actual Cost (including Admin Cost) (hourly)	Actual Cost		
BL 48	Green Building and Accessibility Review	5% of Plan Check Fee		
BL 49	Energy Calculation Review Fee	\$101.18		
	Surcharges			
BL 50	General Plan Maintenance Fee	9.3%	of Building Permit Fee	To be charged on all Building Permits for "New Construction that add additional Square Footage"
	Automation Fee	20%	of Building Permit Fee	
BL 52	Additional Plan Review (per hour)	\$201.21		
BL 53	Temporary Certificate of Use and Occupancy	\$50.59		
BL 54	Certificate of Occupancy	\$50.59		
BL 55	Failure to obtain permit	2 X Permit Fee		Double Penalty
	Building Relocation Fee			
BL 56	Within City	\$175 + Valuation for reconstruction of building		
BL 57	From Outside City	\$175 + Valuation for reconstruction of building		
BL 58	Same parcel	\$175 + Valuation for reconstruction of building		
	Electrical Permits			
	Permit Issuance Fees			
BL 59	For Issuing Permit	\$50.59		
BL 60	For issuing each supplemental permit for which the original permit has not expired, been canceled, or finalized.	\$16.10		
BL 61	Plan Check Fee (per hour)	\$201.21		
	Unit Fee Schedule (the following do not include permit issuing fees)			
	For receptacle, switch, lighting, or other outlets at which current is used or controlled, except services, feeders, and meters.			
BL 62	First 10 (Fee is for 1-10)	\$6.38		
BL 63	Additional Outlets (fee is for each. Time estimate/cost is for each 10)	\$1.49		
	Lighting Fixtures-lighting fixtures, sockets, or other lamp-holding devices			

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$180.00	0%	\$180.00	\$29.38
\$56.51	0%	\$56.51	\$5.92
\$56.51	0%	\$56.51	\$5.92
NA	NA	Actual Cost	\$0.00
NA	NA	Actual Cost	\$0.00
NA	NA	5% of Plan Check Fee	\$0.00
\$113.03	0%	\$113.03	\$11.85
22%	37%	14%	5%
12%	1%	12%	-8%
\$224.77	0%	\$224.77	\$23.56
\$56.51	0%	\$56.51	\$5.92
\$56.51	0%	\$56.51	\$5.92
NA	NA	2 X Permit Fee	\$0.00
NA	NA	\$175 + Valuation for reconstruction of building	\$0.00
NA	NA	\$175 + Valuation for reconstruction of building	\$1.00
NA	NA	\$175 + Valuation for reconstruction of building	\$0.00
\$56.51	0%	\$56.51	\$5.92
\$17.98	0%	\$17.98	\$1.89
\$224.77	0%	\$224.77	\$23.56
\$7.13	0%	\$7.13	\$0.75
\$1.67	0%	\$1.67	\$0.17

Building				
Fee No.	Description	Current Fee/Charge	Unit	Notes
BL 64	First 10 (Fee is for 1-10)	\$6.15		
BL 65	Additional Outlets (fee is for each. Time estimate/cost is for each 10)	\$1.49		
BL 66	Pole or platform mounted fixtures (Time estimate/cost is for first 10)	\$9.58		
BL 67	Pole or platform mounted fixtures (each additional)	\$16.10		
BL 68	Theatrical-type lighting fixtures or assemblies.	\$16.10		
Residential Appliances				
BL 69	For fixed residential appliances or receptacle outlets for same, including wall-mounted electric ovens; counter-mounted cooking tops; electric ranges; self-contained room, console, or through wall heaters; food waste grinders; dishwashers; washing machines; water heaters; clothes dryers; or other motor operated appliances not exceeding one horsepower (HP) in rating. (each) (For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see Power Apparatus.)	\$66.69		
Nonresidential Appliances				
BL 70	For residential appliances and self-contained, factory-wired nonresidential appliances not exceeding one horsepower (HP) or kilovolt (KVA) in rating including medical and dental devices; food, beverage, and ice cream cabinets; illuminated show cases; drinking fountains; vending machines; laundry machines; or other types of equipment.(each) (For other types of air conditioners and other motor-driven appliances having larger electrical ratings, see Power Apparatus.)	\$133.37		
Power Apparatus				
	For motors, generators, transformers, rectifiers, synchronous convertors, capacitors, industrial heating, air conditioners and heat pumps, cooking or baking equipment and other apparatus as follows. Rating horsepower (HP), Kilowatts (KW), Kilovolt-amperes (KVA), or Kilovolt-amperes-reactive (KVAR).These fees include all switches, circuit breakers, contractors, thermostats, relays, and other directly controlled equipment.			
BL 71	For 1 Item	\$101.18		
BL 72	For each additional item	\$34.49		
Busways				
BL 73	For each trolley and plug-in-type busways, each 100 feet or fraction thereof. An additional fee will be required for lighting fixtures, motors, and other appliances that are connected to trolley and plug-in-type busways. No fee is required for portable tools. (each)	\$101.18		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$6.87	0%	\$6.87	\$0.72
\$1.67	0%	\$1.67	\$0.17
\$10.70	0%	\$10.70	\$1.12
\$17.98	0%	\$17.98	\$1.89
\$17.98	0%	\$17.98	\$1.89
\$74.50	0%	\$74.50	\$7.81
\$148.99	0%	\$148.99	\$15.62
\$113.03	0%	\$113.03	\$11.85
\$38.53	0%	\$38.53	\$4.04
\$113.03	0%	\$113.03	\$11.85

Building				
Fee No.	Description	Current Fee/Charge	Unit	Notes
	Signs, Outline Lighting, and Marquees			
BL 74	For signs, outline lighting systems, or marquees supplied from one branch circuit. (each)	\$251.80		
BL 75	For additional branch circuits with the same sign, outline lighting system, or marquee. (each)	\$34.49		
	Services (Meters)			
BL 76	For services of 600 volts or less and not over 200 amperes in rating (each)	\$101.18		
BL 77	For services of 600 volts or less and over 200 amperes to 1000 amperes (each)	\$150.62		
BL 78	For services of 600 volts or over or over 1000 amperes in rating (each)	\$201.21		
	Sub-panels - Misc. Apparatus, Conduits, and Conductors			
BL 79	For electrical apparatus, conduits, and conductors for which a permit is required but for which no fee is herein set forth. (each)	\$101.18		
	Temporary Power Service (give applicant orange card for temp pole)			
BL 80	For a temporary service power pole or pedestal including all pole or pedestal mounted receptacle outlets and appurtenances. (each)	\$101.18		
BL 85	For a temporary distribution system and temporary lighting and receptacle outlets for construction sites, decorative light, Christmas tree sales lots, fireworks stands, etc. (each)	\$34.49		
	Private Swimming Pools			
BL 81	For new private, residential, in-ground swimming pools for single-family and multifamily occupancies including a	\$302.39		
BL 82	*For other types of swimming pools, therapeutic whirlpools, spas, and alterations to existing swimming pools use the Unit Fee Schedule.			
	Carnivals and Circuses-traveling shows or exhibitions utilizing transportable-type rides, booths, displays, and attractions			
BL 83	For electrical generators and electrically driven rides (each)	\$101.18		
BL 84	For Mechanically-driven rides and walk-through attractions or displays having electric lighting (each)	\$101.18		
BL 85	For a system of area and booth lighting (each)	\$101.18		
BL 86	*For permanently installed rides, booths, displays, and attractions use the Unit Fee Schedule			
	Other Inspections and Fees			
BL 87	Inspections outside of normal business hours (per hr.)	\$201.21		
BL 88	Reinspection fee-flat fee assessed under provisions of section 305(h)	\$101.18		
BL 89	Inspections for which no fee is specifically indicated (per hour)	\$201.21		
BL 90	Additional plan review required by changes, additions, or revisions to approved plans (per hour)	\$101.18		
	Battery Storage	New		Adding new electrical fee for Battery Storage

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$281.28	0%	\$281.28	\$29.49
\$38.53	0%	\$38.53	\$4.04
\$113.03	0%	\$113.03	\$11.85
\$168.26	0%	\$168.26	\$17.64
\$224.77	0%	\$224.77	\$23.56
\$113.03	0%	\$113.03	\$11.85
\$113.03	0%	\$113.03	\$11.85
\$38.53	0%	\$38.53	\$4.04
\$337.80	0%	\$337.80	\$35.41
\$113.03	0%	\$113.03	\$11.85
\$113.03	0%	\$113.03	\$11.85
\$113.03	0%	\$113.03	\$11.85
\$224.77	0%	\$224.77	\$23.56
\$113.03	0%	\$113.03	\$11.85
\$224.77	0%	\$224.77	\$23.56
\$113.03	0%	\$113.03	\$11.85
\$180.00	0%	\$180.00	NA

Building

Fee No.	Description	Current Fee/Charge	Unit	Notes
	For every Additional Batteries (each)	New		
	Mechanical Permit Fees			
	Permit Issuance and Heaters			
BL 91	For the issuance of each mechanical permit	\$50.59		
BL 92	For issuing each supplemental permit for which the original permit has not expired, been canceled, or finalized.	\$16.10		
BL 93	Plan Check Fee (per hour)	\$201.21		
	Unit Fee Schedule			
	Furnaces			
BL 94	For the installation or relocation of each forced-air or gravity type furnace or burner, including ducts and vents attached to such appliance, up to and including 100,000 BTU/h (29.3 kW)	\$66.69		
BL 95	For the installation or relocation of each forced-air or gravity type furnace or burner, including ducts and vents attached to such appliance over 100,000 BTU/h (29.3 kW)	\$66.69		
BL 96	For the installation or relocation of each floor furnace, including vent	\$66.69		
BL 97	For the installation for relocation of each suspended heater, recessed wall heater, or floor-mounted unit heater.	\$66.69		
	Appliance Vents			
BL 98	For the installation, relocation, or replacement of each appliance vent installed and not included in an appliance permit.	\$50.59		
	Repairs or Additions			
BL 99	For the repair of, alteration of, or addition to each heating appliance, refrigeration unit, cooling unit, absorption unit, or each heating, cooling, absorption, or evaporative cooling system, including installation of controls regulated by the Mechanical Code.	\$50.59		
	Boilers and AC Units			
BL 100	For the installation or relocation of each boiler or compressor to and including 3 horsepower (10.6 kW), or each absorption system to and including 100,000 Btu/h (29.3 kW)	\$66.69		
BL 101	For the installation or relocation of each boiler or compressor over 3 horsepower (10.6 kW) and including	\$101.18		
BL 102	For the installation or relocation of each boiler or compressor over 15 horsepower (52.7 kW), and including 30 Horsepower (105.5 kW) or each absorption over 500,000 Btu/h (146.6 kW) to and including 1,000,000 Btu/h (293.1 kW)	\$134.52		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$60.00	0%	\$60.00	NA
\$56.51	0%	\$56.51	\$5.92
\$17.98	0%	\$17.98	\$1.89
\$224.77	0%	\$224.77	\$23.56
\$74.50	0%	\$74.50	\$7.81
\$74.50	0%	\$74.50	\$7.81
\$74.50	0%	\$74.50	\$7.81
\$74.50	0%	\$74.50	\$7.81
\$56.51	0%	\$56.51	\$5.92
\$56.51	0%	\$56.51	\$5.92
\$74.50	0%	\$74.50	\$7.81
\$113.03	0%	\$113.03	\$11.85
\$150.27	0%	\$150.27	\$15.75

Building

Fee No.	Description	Current Fee/Charge	Unit	Notes
BL 103	For the installation or relocation of each boiler or compressor over 30 horsepower (105.5 kW), and including 50 Horsepower (176 kW) or each absorption over 1,000,000 Btu/h (293.1 kW) to and including 1,750,000 Btu/h (512.9 kW)	\$166.71		
BL 104	For the installation or relocation of each boiler or compressor over 50 horsepower (176 kW), or each absorption system over 175,000 Btu/h (512.9 kW)	\$201.21		
	Air Handlers			
BL 105	For each air-handling unit to and including 10,000 cubic feet per minute (cfm) (4719 L/s) including ducts attached thereto. This does not apply to an air handling unit which is a portion of a factor-assembled appliance, cooling unit, evaporative cooler, or absorption unit for which a permit is required elsewhere in the Mechanical Code.	\$66.69		
BL 106	For each air-handling unit over 10,000 cfm (4719 L/s)	\$101.18		
	Evaporative Coolers			
BL 107	For each evaporative cooler other than portable type.	\$66.69		
	Ventilation and Exhaust			
BL 108	For each ventilation fan connected to a single duct	\$34.49		
BL 109	For each ventilation system which is not a portion of any heating or air-conditioning system authorized by permit	\$34.49		
BL 110	For the installation of each hood which is served by mechanical exhaust, including the ducts for such hood	\$66.69		
	Incinerators			
BL 111	For the installation or relocation of each domestic-type incinerator	\$66.69		
BL 112	For the installation or relocation of each commercial or industrial-type incinerator.	\$86.23		
	Miscellaneous			
BL 113	For each appliance or piece of equipment regulated by the Mechanical Code but not classed in other appliance categories, or for which no other fee is listed in the table.	\$66.69		
	Other Inspections and Fees			
BL 114	Inspections outside of normal business hours, per hour (2 hrs. minimum)	\$402.41		
BL 115	Reinspection fees assessed under provisions of Section 116.6 per inspection	\$201.21		
BL 116	Inspections for which no fee is specifically indicated, per hour (half hour minimum)	\$201.21		
BL 117	Additional plan review required by changes, additions, or revisions to plans for which an initial review has been completed, per hour (half hour minimum)	\$101.18		
BL 118	Registers (each)	\$10.35		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$186.24	0%	\$186.24	\$19.52
\$224.77	0%	\$224.77	\$23.56
\$74.50	0%	\$74.50	\$7.81
\$113.03	0%	\$113.03	\$11.85
\$74.50	0%	\$74.50	\$7.81
\$38.53	0%	\$38.53	\$4.04
\$38.53	0%	\$38.53	\$4.04
\$74.50	0%	\$74.50	\$7.81
\$74.50	0%	\$74.50	\$7.81
\$96.33	0%	\$96.33	\$10.10
\$74.50	0%	\$74.50	\$7.81
\$449.54	0%	\$449.54	\$47.13
\$224.77	0%	\$224.77	\$23.56
\$224.77	0%	\$224.77	\$23.56
\$113.03	0%	\$113.03	\$11.85
\$11.56	0%	\$11.56	\$1.21

Building

Fee No.	Description	Current Fee/Charge	Unit	Notes
	Plumbing Permit Fees			
	Permit Issuance			
BL 119	For issuing each permit	\$50.59		
BL 120	For issuing each supplemental permit	\$16.10		
BL 121	Plan Check Fee (per hour)	\$201.21		
	Unit Fee Schedule (in addition to permit issuance above)			
BL 122	For each plumbing fixture on one trap or a set of fixtures on one trap (including water, drainage piping, and backflow protection therefor). Fee is for up to 10 units. Half hour time period covers up to the first 10	\$101.18		
BL 123	Each additional plumbing fixture beyond 10. 10 minute time estimate covers each group of up to 5 beyond the original 10. Fee is for each additional group of up to 5 units.	\$34.49		
BL 124	For each building sewer and each trailer park sewer	\$50.59		
BL 125	Rainwater systems-per drain (inside building) Fee is for each. Half hour time period covers 5 units.	\$101.18		
BL 126	For each water heater and/or vent	\$66.69		
BL 127	For each gas-piping system of one to five outlets	\$101.18		
BL 128	For each additional gas piping system outlet, per outlet	\$34.49		
BL 129	For each industrial waste pretreatment interceptor including its trap and vent, except kitchen-type grease interceptors functioning as fixture traps.	\$101.18		
BL 130	For each installation, alteration, or repair of water piping and/or water treatment equipment. Fee is for each unit. Half hour time period covers 10 units.	\$101.18		
BL 131	For each repair or alteration of drainage or vent piping, each fixture. 15 minute time period covers 5 units	\$50.59		
BL 132	For each lawn sprinkler system on any one meter including backflow protection devices therefor	\$50.59		
	For atmospheric-type vacuum breakers not included in previous item			
BL 133	1 to 5	\$50.59		
BL 134	over 5, each	\$34.49		
	For each backflow protective device other than atmospheric type vacuum breakers			
BL 135	2 inch (51 mm) diameter and smaller	\$66.69		
BL 136	over 2 inch (51 mm) diameter	\$66.69		
BL 137	For each Graywater system	\$101.18		
BL 138	For initial installation and testing for a reclaimed water system (per hour)	\$202.36		
BL 139	For each annual cross-connection testing of a reclaimed water system (excluding initial test)	\$101.18		
BL 140	For each medical gas piping system serving one to five inlets/outlets for a specific gas (per hour)	\$101.18		
BL 141	For each additional medical gas inlets/outlets	\$101.18		
	Other inspections and fees			
BL 142	Inspections outside of normal business hours (per hour, 2 hour min)	\$402.41		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$56.51	0%	\$56.51	\$5.92
\$17.98	0%	\$17.98	\$1.89
\$224.77	0%	\$224.77	\$23.56
\$113.03	0%	\$113.03	\$11.85
\$38.53	0%	\$38.53	\$4.04
\$56.51	0%	\$56.51	\$5.92
\$113.03	0%	\$113.03	\$11.85
\$74.50	0%	\$74.50	\$7.81
\$113.03	0%	\$113.03	\$11.85
\$38.53	0%	\$38.53	\$4.04
\$113.03	0%	\$113.03	\$11.85
\$113.03	0%	\$113.03	\$11.85
\$56.51	0%	\$56.51	\$5.92
\$56.51	0%	\$56.51	\$5.92
\$56.51	0%	\$56.51	\$5.92
\$38.53	0%	\$38.53	\$4.04
\$74.50	0%	\$74.50	\$7.81
\$74.50	0%	\$74.50	\$7.81
\$113.03	0%	\$113.03	\$11.85
\$226.05	0%	\$226.05	\$23.70
\$113.03	0%	\$113.03	\$11.85
\$113.03	0%	\$113.03	\$11.85
\$113.03	0%	\$113.03	\$11.85
\$113.03	0%	\$113.03	\$11.85
\$449.54	0%	\$449.54	\$47.13

Building

Fee No.	Description	Current Fee/Charge	Unit	Notes
BL 143	Reinspection Fee (per hour)	\$201.21		
BL 144	Inspections for which no fee is specifically indicated (per hour)	\$201.21		
BL 145	Additional plan review required by changes, additions, or revisions to approved plans (half hour minimum)	\$101.18		
	Hourly Rate			
BL 146	Building - Hourly Rate	\$201.21		
	Window Fees			
BL 147	Residential Window Replacement (up to 4 windows)	\$100.80		
BL 148	Each additional window over 4	\$66.46		
	Commercial Sign Fees			
BL 149	Commercial Signs - No Electrical (First sign)	\$201.21		
BL 150	Each additional commercial sign no electrical	\$100.80		
BL 151	Commercial Signs - with Electrical	\$454.14		
BL 152	Each additional commercial sign with electrical	\$100.80		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$224.77	0%	\$224.77	\$23.56
\$224.77	0%	\$224.77	\$23.56
\$113.03	0%	\$113.03	\$11.85
\$224.77	0%	\$224.77	\$23.56
\$112.60	0%	\$112.60	\$11.80
\$74.24	0%	\$74.24	\$7.78
\$224.77	0%	\$224.77	\$23.56
\$112.60	0%	\$112.60	\$11.80
\$507.33	0%	\$507.33	\$53.18
\$112.60	0%	\$112.60	\$11.80

For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application, including all applicable Citywide Overhead. A Deposit may be required in place of a flat fee, with actual costs charged against the deposit.

Valuation-Based Inspection Fees

Minimum Value	Maximum Value	Current Base Rate	Suggested Base Rate	Current Plus \$\$	Suggested Plus \$\$	For every
1.00	500.00	0.00	224.77	0.00	0.00	0.00
501.00	2,000.00	302.39	337.80	0.00	0.00	0.00
2,001.00	6,000.00	402.41	449.54	0.00	0.00	0.00
6,001.00	12,000.00	603.62	674.31	0.00	0.00	0.00
12,001.00	25,000.00	805.98	900.37	0.00	0.00	0.00
25,001.00	50,000.00	1,007.19	1,125.14	32.22	35.99	1,000.00
50,001.00	100,000.00	1,778.46	1,986.73	12.08	13.49	1,000.00
100,001.00	500,000.00	2,371.28	2,648.97	4.53	5.06	1,000.00
500,001.00	1,000,000.00	4,148.68	4,634.51	5.63	6.29	1,000.00
1,000,000.01	and up	6,911.28	7,720.64	4.03	4.50	1,000.00

Percent Change = 12%

Cost Recovery Level = 100%

Valuation-Based Plan Review Fees

Minimum Value	Maximum Value	Current Base Rate	Suggested Base Rate	Current Plus \$\$	Suggested Plus \$\$	For every
1.00	500.00	0.00	112.83	0.00	0.00	0.00
501.00	2,000.00	101.00	112.83	0.00	0.00	0.00
2,001.00	6,000.00	201.21	224.77	0.00	0.00	0.00

Planning

Fee No	Description	Current Fee/Charge	Unit	Notes
	Planning Zoning Related Fees			
PL 1	Accessory Structure Fee	\$86.23		
PL 2	Administrative Use Permit - New (ex. Outside Dining)	\$246.05		
PL 3	Administrative Use Permit - Renewal (ex. Outside Dining)	\$86.23		
	Affordable Housing Application Fee	New		
PL 4	Annexation - Deposit	\$20,000.00	Deposit	Actual Cost using FBHR
PL 5	Appeal - Director - Non-Resident	\$2,700.78		
PL 5.1	Appeal - Director - Resident	\$919.81		
PL 6	Appeal - Planning Commission - Non-Resident	\$2,349.00	Deposit	
PL 6.1	Appeal - Planning Commission - Resident	\$1,100.80		
PL 7	Applicant Case Continuance Fee	\$1,349.81		
PL 8	Business License - Field Inspection	\$123.02		
PL 9	Contract Planner - Expedited Services - Deposit (based on project)	Actual Cost		Actual Cost using FBHR
PL 10	Cottage Food Operation Permit	\$246.05		
PL 11	CUP - Minor - Use Change	\$1,349.81		
PL 12	CUP - Major - Construction Related	\$2,700.78		
PL 13	Development Agreement - Deposit	\$20,000.00	Deposit	Actual Cost using FBHR
PL 14	Ext of Time Requests - Discretionary	\$433.00	Deposit	
PL 16	General Plan Amendment	\$2,438.00	Deposit	
PL 17	Home Occupation Permit	\$117.72		
PL 18	Inspection Fee for Planning/ Code Enforcement (excessive)	\$246.05		
PL 19	Interpretation and Similar Use	\$2,560.00	Deposit	
PL 20	Noticing Fee	\$246.05		
PL 21	Planning Plan Check - Minor (Additional Sq. Ft of ≤ 250 sq. ft.)	\$123.02		
PL 22	Planning Plan Check - Major (> 250 Sq. Ft)	\$490.95		
PL 23	Pre-Application Meeting	\$1,472.84		
PL 24	Preliminary Review	\$246.05		
PL 25	Review of CCR's	Actual Cost		Actual Cost using FBHR
PL 26	Second Dwelling Unit application review	\$2,700.78		
PL 27	Signs: Sign Permit	\$367.92		
PL 28	Signs: Planned Sign Program	\$2,700.78		
PL 29	Signs: Temp Banner/Sign	\$60.94		
PL 30	Site Development Permit - Minor (additions, minor improvements; covers up to 1 hour)	\$2,700.78		
PL 31	Site Development Permit- Major (all others) 1-5 units	\$3,682.67		
PL 31	Site Development Permit- Major (all others) 5+ units	\$3,682.67		
	Specific Plan	New		
PL 32	Street Name Change Request	\$736.99		
PL 33	Street Naming	\$490.95		
	Sidewalk Vending	New		
PL 34	Temporary Use Permit	\$981.89		
PL 35	Temporary Use Permit (road closures, parades) - Non-Resident	\$490.95		
PL 35.1	Temporary Use Permit (road closures, parades) - Resident	\$172.46		

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
\$307.06	0%	\$307.00		\$220.77
\$491.30	0%	\$491.00		\$244.95
\$368.47	0%	\$368.00		\$281.77
\$2,828.20	0%	\$2,828.00		NA
\$1,228.24	0%	\$1,228.00	Flat	-\$18,772.00
\$591.25	0%	\$591.00		-\$2,109.78
\$591.25	0%	\$591.00		-\$328.81
\$1,696.67	0%	\$1,696.00	Flat	-\$653.00
\$1,696.67	0%	\$1,696.00		\$595.20
\$1,228.24	0%	\$1,228.00		-\$121.81
\$491.30	0%	\$491.00		\$367.98
NA	NA	Actual Cost		\$0.00
\$982.59	0%	\$982.00		\$735.95
\$1,942.32	0%	\$1,942.00		\$592.19
\$1,942.32	0%	\$1,942.00		-\$758.78
\$1,696.67	0%	\$1,696.00	Flat	-\$18,304.00
\$491.30	0%	\$491.00	Flat	\$58.00
\$8,037.79	0%	\$8,037.00	Flat	\$5,599.00
\$245.65	0%	\$245.00		\$127.28
\$491.30	0%	\$491.00		\$244.95
\$345.60	0%	\$345.00	Flat	-\$2,215.00
\$736.95	0%	\$736.00		\$489.95
\$368.47	0%	\$368.00		\$244.98
\$982.59	0%	\$982.00		\$491.05
\$1,346.52	0%	\$1,346.00		-\$126.84
\$491.30	0%	\$491.00		\$244.95
NA	NA	Actual Cost		\$0.00
\$736.95	0%	\$736.00		-\$1,964.78
\$245.65	0%	\$245.00		-\$122.92
\$1,696.67	0%	\$1,696.00		-\$1,004.78
\$61.41	1%	\$61.00		\$0.06
\$1,585.28	0%	\$1,585.00		-\$1,115.78
\$4,166.93	0%	\$4,166.00		\$483.33
\$8,333.87	0%	\$8,333.00		\$4,650.33
NA	NA	\$2,500.00	Deposit	NA
\$1,719.54	0%	\$1,719.00		\$982.01
\$2,456.48	0%	\$2,456.00		\$1,965.05
\$491.30	0%	\$491.00		NA
\$368.47	0%	\$368.00		-\$613.89
\$982.59	0%	\$982.00		\$491.05
\$1,228.24	0%	\$1,228.00		\$1,055.54

Planning

Fee No	Description	Current Fee/Charge	Unit	Notes
PL 36	Tentative Parcel Map	\$1,545.27		
PL 37	Tentative Tract Map	\$1,766.03		
PL 38	Variance	\$981.89		
PL 39	Zoning Letter	\$490.95		
PL 40	Zoning Ordinance Amendment - Map	\$2,500.00	Deposit	Actual Cost using FBHR
PL 41	Zoning Ordinance - Text Amendment	\$2,500.00	Deposit	Actual Cost using FBHR
PL 42	Zoning Permit	\$367.92		
	Environmental Review			
PL 43	Initial Environmental Assessment	\$246.05		
PL 44	Assessment - Historical Structures	\$252.00		
PL 46	Negative Declaration	Actual Cost		Actual Cost using FBHR
PL 47	Mitigated Negative Declaration	Actual Cost		Actual Cost using FBHR
PL 48	Environmental Impact Report	Actual Cost		Actual Cost using FBHR
PL 49	Initial Study	Actual Cost		Actual Cost using FBHR
	NPDES/Stormwater			
PL 50	High - Annual Inspection	\$737.71		
PL 51	Medium (every 2 yrs.)	\$491.80		
PL 61	Low (every 5 yrs.)	\$293.00		
	Document Fees			
PL 52	Copy Services (Per Page)	\$0.10		
PL 53	Plans - Blueprints	Actual Cost		Actual Cost using FBHR
PL 54	Special Research by Planning Staff (hourly)	\$246.05		
PL 55	County Recording Fee (pass thru; check written directly to County)	Actual Cost		Actual Cost using FBHR
	Processing Fees			
PL 56	Cash Bond Acceptance and Processing	\$123.02		
PL 57	Tract/Other Bonds Processing	\$123.02		
PL 58	Lien Processing	\$123.02		
	Special Regulatory Business Permits			
	* Require a Conditional Use Permit (CUP) - fees are listed above and background review per Police Department (corresponding fees if applicable)			
	Entertainment Related Fees			
PL 59	Live Entertainer - License	\$1,500.00	Deposit	Actual Cost using FBHR
PL 60	Live Entertainer - Application renewal	\$1,500.00	Deposit	Actual Cost using FBHR
	Escort Related Businesses Fees			
PL 63	Escort License - Agency	\$1,500.00	Deposit	Actual Cost using FBHR
PL 64	Escort License - Agency renewal	\$800.00	Deposit	Actual Cost using FBHR
PL 65	Escort License - Individual	\$1,500.00	Deposit	Actual Cost using FBHR
PL 66	Escort License - Individual renewal	\$1,500.00	Deposit	Actual Cost using FBHR
	Adult Related Businesses Fees			
PL 67	Adult Use - Planning Permit Fee	\$1,500.00	Deposit	Actual Cost using FBHR
PL 68	Adult Oriented Business License	\$1,500.00	Deposit	Actual Cost using FBHR
PL 69	Adult Oriented Business License (Renewal)	\$1,500.00	Deposit	Actual Cost using FBHR
PL 70	Adult Use Planning Permit Fee - Ext. of Non Conf.	\$1,500.00	Deposit	Actual Cost using FBHR
PL 71	Figure Model License	\$1,500.00	Deposit	Actual Cost using FBHR
PL 72	Figure Model License (Renewal)	\$1,500.00	Deposit	Actual Cost using FBHR
	Code Enforcement (fees in addition to fines)			
PL 73	Violation Reoccurrence Fee	\$246.05		

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
\$1,228.24	0%	\$1,228.00		-\$317.27
\$2,208.64	0%	\$2,208.00		\$441.97
\$2,208.64	0%	\$2,208.00		\$1,226.11
\$736.95	0%	\$736.00		\$245.05
\$2,342.59	0%	\$2,342.00	Flat	-\$158.00
\$2,942.32	0%	\$2,942.00	Flat	\$442.00
\$245.65	0%	\$245.00		-\$122.92
\$122.82	1%	\$122.00		-\$124.05
NA	NA	\$252.00		\$0.00
NA	NA	Actual Cost		\$0.00
NA	NA	Actual Cost		\$0.00
NA	NA	Actual Cost		\$0.00
NA	NA	Actual Cost		\$0.00
NA	NA	\$737.71		\$0.00
NA	NA	\$491.80		\$0.00
NA	NA	\$293.00		\$0.00
NA	NA	\$0.10		\$0.00
NA	NA	Actual Cost		\$0.00
\$471.37	0%	\$471.00		\$224.95
NA	NA	Actual Cost		\$0.00
NA	NA	\$123.02		\$0.00
NA	NA	\$123.02		\$0.00
NA	NA	\$123.02		\$0.00
NA	NA	\$1,500.00	Deposit	\$0.00
NA	NA	\$1,500.00	Deposit	\$0.00
NA	NA	\$1,500.00	Deposit	\$0.00
NA	NA	\$800.00	Deposit	\$0.00
NA	NA	\$1,500.00	Deposit	\$0.00
NA	NA	\$1,500.00	Deposit	\$0.00
NA	NA	\$1,500.00	Deposit	\$0.00
NA	NA	\$1,500.00	Deposit	\$0.00
NA	NA	\$1,500.00	Deposit	\$0.00
NA	NA	\$1,500.00	Deposit	\$0.00
\$201.01	0%	\$201.00		-\$45.05

Planning

Fee No	Description	Current Fee/Charge	Unit	Notes
PL 74	Code Enforcement - Re-Inspection	\$246.05		
PL 75	Code Enforcement - Right of Way Pick Up/Storage (signs)	\$246.05		
	Other			
PL 76	Admin Processing Fee (Delinquent processing)	\$123.02		
	Hourly Rate			
PL 77	Planning - Hourly Rate	\$246.05		
	Banner Fees			
PL 78	2-sided Banner Permit on Los Alamitos Blvd Median	\$100 admin fee + \$90/per banner		
	WQMP Fees			
PL 79	Review and Inspection Fee	\$1,500.00	Deposit	

For services requested of City staff which have no fee listed in this fee schedule, the City Manager or the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application, including all applicable Citywide Overhead. A Deposit may be required in place of a Flat fee, with actual costs charged against the deposit.

Full Cost	Subsidy %	Suggested Fee	Unit	Fee Δ
\$201.01	0%	\$201.00		-\$45.05
\$201.01	0%	\$201.00		-\$45.05
NA	NA	\$123.02		\$0.00
\$245.65	0%	\$245.00		-\$1.05
NA	NA	\$100 admin fee + \$90/per banner		\$0.00
NA	NA	\$2,300.00	Deposit	\$800.00

Police

Fee No.	Description	Current Fee/Charge	Unit	Notes
PD 1	Administration Arrest Fee	\$258.70		
PD 2	Reports (avg. 5 pages @ \$.10 page)	\$1.00		
PD 3	Bicycle Registration	\$1.00		
PD 4	Log Item	\$1.00		
PD 5	Electronic Data Request (CD/DVD Copy)			
PD 6	Copy of Existing Data File	\$6.44		
PD 7	Copy of Non-Existing Data File	\$28.74		
PD 70	Livestock Street Permit Fee	\$28.74		
PD 8	Repossession Verification Fee	\$15.00		CA Govt Code 26751; Maximum fee \$15 (Repossession)
PD 9	30 Day Impound	\$256.40		
PD 10	Vehicle release- municipal code/vehicle code/parking violation	\$158.67		
PD 11	Vehicle Release - Arrest / Cite and Release	\$289.74		
PD 12	Vehicle Release - DUI	\$333.43		
	Subpoena Fees			
PD 13	Response to subpoena - Hourly	\$24.00		CA Evidence Code 1563
PD 14	Response to subpoena - Records	\$15.00		CA Evidence Code 1564
PD 15	Response to subpoena - Civil - (Deposit per day; actual costs)	\$275.00		CA Govt. Code 68097
PD 16	Alarm Permit - New	\$64.39		
PD 17	Alarm Permit - Renewal	\$28.74		
PD 18	Alarm Permit - Renewal - Senior Discounted Rate	\$0.00		
PD 19	False Alarm Response (1st 3 free per year)	\$0.00		
PD 20	False Alarm Response (>3 per year)	\$229.95		
PD 21	False Alarm Response without a Permit	\$208 or get a permit		
PD 22	Noise disturbance response/processing	Actual Cost		Actual costs recommended using Fully Burdened Hourly Rates (FBHR)
PD 23	Citation Sign Off	\$20.00		CA GC 26746.1 \$20 maximum
PD 24	VIN Verification	\$20.00		CA Govt Code 26746.1; CA Vehicle Code 40616; Maximum fee \$20

Full Cost	Subsidy %	Suggested Fee	Fee Δ
NA	NA	\$258.70	\$0.00
\$41.28	97%	\$1.25	\$0.25
\$17.20	93%	\$1.25	\$0.25
\$30.10	96%	\$1.25	\$0.25
NA	NA	\$6.44	\$0.00
NA	NA	\$28.74	\$0.00
NA	NA	\$28.74	\$0.00
NA	NA	\$15.00	\$0.00
\$345.13	7%	\$320.00	\$63.60
\$238.61	17%	\$198.00	\$39.33
\$363.16	0%	\$362.00	\$72.26
\$433.21	4%	\$416.00	\$82.57
NA	NA	\$24.00	\$0.00
NA	NA	\$15.00	\$0.00
NA	NA	\$275.00	\$0.00
\$111.81	28%	\$80.00	\$15.61
\$43.01	19%	\$35.00	\$6.26
NA	NA	\$0.00	\$0.00
NA	NA	\$0.00	\$0.00
NA	NA	\$229.95	\$0.00
NA	NA	\$208 or get a permit	\$0.00
NA	NA	Actual Cost	\$0.00
NA	NA	\$20.00	\$0.00
NA	NA	\$20.00	\$0.00

Police

Fee No.	Description	Current Fee/Charge	Unit	Notes
PD 25	Handicap/Parking Violation Sign Off	\$14.95		
PD 26	Record Check/ Clearance letter	\$14.95		
	Massage Related Businesses Fees			
PD 27	Massage Practitioner/Owner Permit	\$848.40		
	Special Regulatory Business Permits			
	* Background review required for some businesses, as shown below and corresponding fee; Planning may also require a Conditional Use Permit (CUP), if applicable			
	Escort Related Businesses Fees			
PD 29	Escort License - Agency	\$523.14		
PD 30	Escort License - Agency renewal	\$174.76		
PD 31	Escort License - Individual	\$523.14		
PD 32	Escort License - Individual renewal	\$174.76		
	Adult Related Businesses Fees			
PD 33	Adult Use - Planning Permit Fee	\$43.69		
PD 34	Second Hand/ Pawn Shop Dealer Annual Permit	\$348.38		
PD 35	Gun Dealer Annual Permit	\$348.38		
PD 36	Drug/DUI/Hazmat/Other Incident Response			
PD 37	* DUI - \$12,000 Maximum per State law	Actual Cost		CA Govt. Code 53150-35159; Actual costs recommended using Fully Burdened Hourly Rates (FBHR)
	HOURLY RATES			
PD 38	Sworn	\$174.76		
PD 39	Non-Sworn	\$85.08		
	Peddling, Canvassing and Soliciting Permit			
PD 40	Application Fee for peddling, canvassing and soliciting	\$169.47		

Full Cost	Subsidy %	Suggested Fee	Fee Δ
\$26.66	32%	\$18.00	\$3.05
\$28.38	37%	\$18.00	\$3.05
\$968.87	0%	\$968.00	\$119.60
\$653.25	0%	\$653.00	\$129.86
\$326.63	33%	\$218.00	\$43.24
\$653.25	0%	\$653.00	\$129.86
\$326.63	33%	\$218.00	\$43.24
\$653.25	92%	\$54.00	\$10.31
\$374.35	0%	\$374.00	\$25.62
\$374.35	0%	\$374.00	\$25.62
NA	NA	Actual Cost	\$0.00
NA	NA	\$174.76	\$0.00
NA	NA	\$85.08	\$0.00
\$253.63	17%	\$211.00	\$41.53

For services requested of City staff which have no fee listed in this fee schedule, the City Manager of the City Manager's designee shall determine the appropriate fee based on the established hourly rates for this department/division. Additionally, the City will pass-through to the applicant any discrete costs incurred from the use of external service providers if required to process the specific application.

Recreation & Community Services

Acct No.	Description	Current Recommended Fee Level
553	COMMUNITY SERVICES	30%
	Community Services - Seniors	
	Facility Rental (Comm. Center, Gym, Shelters)	
554	DAY CAMP	85%
555	PLAYGROUND	0%
556	SPORTS	64%
	Adult Sports	
	Youth Sports	
	Facility Rental (Fields)	
557	SPECIAL CLASSES	35%
552	Aquatics	
	Special Classes	
	Youth Volunteer Program	
557	PRESCHOOL	86%
558	SPECIAL EVENTS	65%
	City Special Events	
	Equipment Rental	

Current Fully Burdened Cost Recovery Level	Recommended Fee Level
17%	0%
30%	24-90%
0%	0%
17%	17-60%
31%	30-50%
31%	33-80%
17%	0%



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City of Los Alamitos

Cost Recovery (User Fee Study)



August 2025

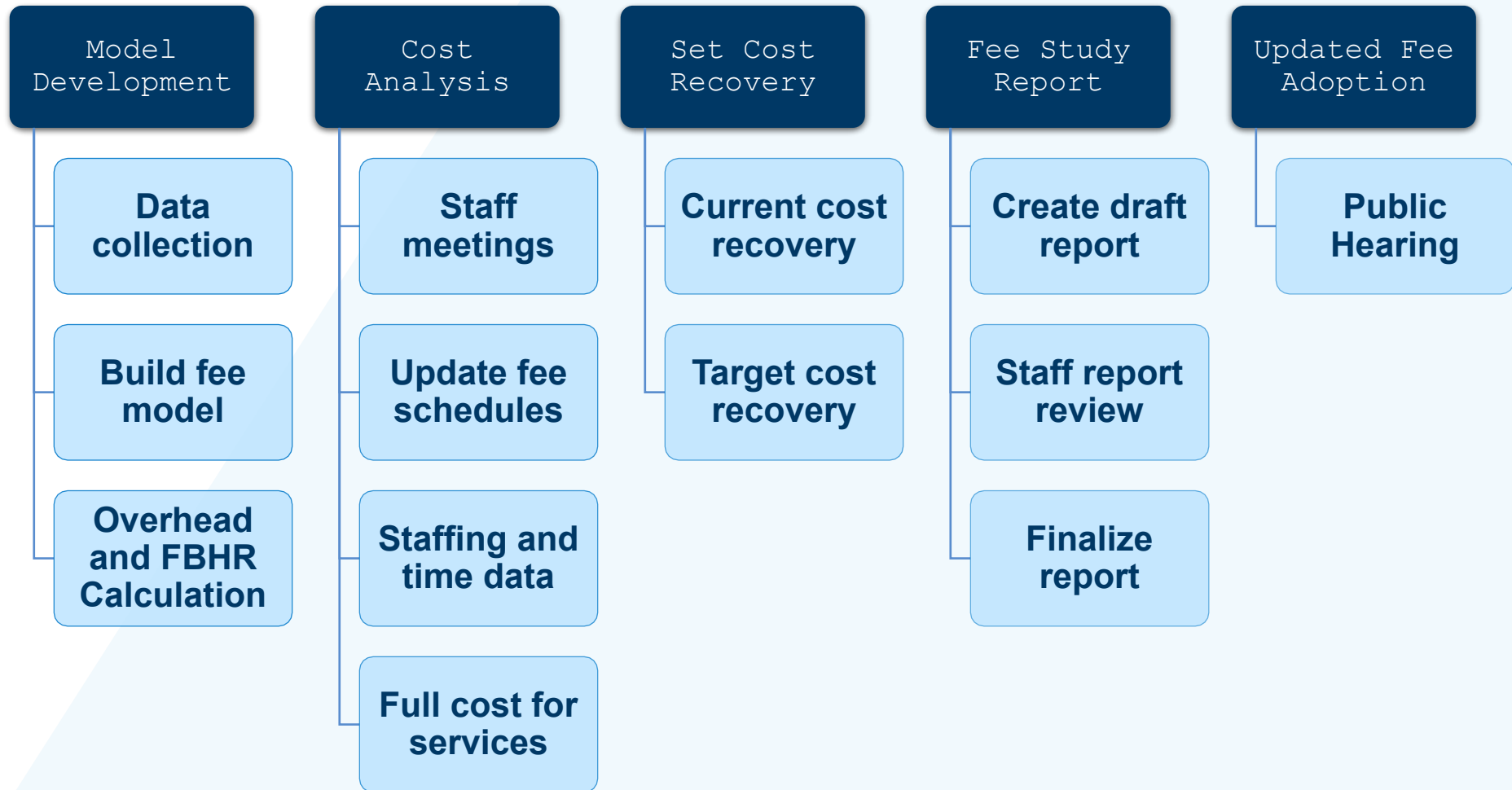
Scope of the Study

- Review and calculate cost of providing services and related fees charged by the following departments and divisions:
 - Administration Fees
 - Public Works
 - Building
 - Planning
 - Police
 - Recreation and Community Services

Data & City Staff Participation

- Primary types of data used:
 - Expenditure data
 - Staffing structures
 - Central service/Indirect overhead
 - Productive/billable hours
 - Time estimates to complete tasks
 - City/Department input, feedback and policies
- Staff support throughout process essential to ensure analysis fidelity

Summary Steps of the Study



Administrative Fees

- A mixture of business and others set by the State
- Time based cost analysis for the user fees
- Analysis found that current fees are not in line with the full cost of providing service
- Suggested fee notes:
 - An increase to 3 fees
 - TOT Administration Fee to \$12 from \$10
 - 1 new fee would be added
 - Credit Card Processing Fee Passthrough 3.5%

Public Works

- Program cost analysis was performed
- Currently operating at around 49% cost recovery
- Recommendation is to set fees at full cost recovery
- Time based cost analysis for 5 new fees
 - SB9, ticket trailer & stage rental, traffic control setup
 - Recommended to be set at full cost recovery

Building

- Program cost analysis was performed for all services provided
- Currently operating at around 72% cost recovery
- Recommendation is to set fees at 80% cost recovery

Planning

- Time based cost analysis
- Analysis found that current fees are not in line with the updated cost of providing services
 - Full cost recovery for services recommended
- Suggested fee notes:
 - An increase to 31 fees
 - Accessory structure fee \$86.23 to \$307
 - CUP minor \$1,349.81 to \$1,942
 - Home occupation permit \$117.72 to \$245
 - 3 new fees would be added
 - Affordable housing application, specific plan, sidewalk vending

Police

- Time based cost analysis
- Analysis found that fees are currently not in line with the updated full cost of providing services
 - 25% maximum increase recommended
- Suggested fee notes:
 - An increase to 17 fees
 - New alarm permit \$64.39 to \$80
 - Renewal alarm permit \$28.74 to \$35
 - Record check / clearance letter \$14.95 to \$18

Recreation & Community Services

- Most fees are use of government property and are often set based on policy, usage, & market factors
- Currently operating at around 29% cost recovery
- Department sets its fees based on a cost recovery targets based on the activity or facility use type
 - Cost recovery targets have been updated

Revenue Change Projection

Department / Fee Type	Projected Revenue Increase
Building	\$63,856
Public Works	\$209,280
Police Reports/Alarms	\$1,191
Credit Card Processing	\$52,155
Total for the above	\$326,481

* Based on the average fee change x budgeted & actual revenue.

** Does not include revenue effect of new fees, or effects of deposit fees changing to flat.

Policy Considerations

- General standard: individuals or groups who receive private benefit from service should pay 100% of cost
- In certain situations, subsidization is an effective public policy tool:
 - Encourage participation
 - Ensure compliance when cost is prohibitive to residents
 - Promote access to services
- Recommend that City utilize local CPI as an inflationary factor to annually adjust fees
- Comprehensive analysis every 5 years. Building and Planning should undergo more frequent review.

Questions



Disclosure

Willdan Financial Services ("Willdan") is registered as a "municipal advisor" pursuant to Section 15B of the Securities Exchange Act and rules and regulations adopted by the United States Securities and Exchange Commission ("SEC") and the Municipal Securities Rulemaking Board ("MSRB"). The MSRB has made available on its website (www.msrb.org) a municipal advisory client brochure that describes the protections that may be provided by MSRB rules and how to file a complaint with the appropriate regulatory authority. As part of its SEC registration Willdan is required to disclose to the SEC information regarding criminal actions, regulatory actions, investigations, terminations, judgments, liens, civil judicial actions, customer complaints, arbitrations and civil litigation involving Willdan. Pursuant to MSRB Rule G-42, Willdan is required to disclose any legal or disciplinary event that is material to Client's evaluation of Willdan or the integrity of its management or advisory personnel. Willdan has determined that no such event exists. Copies of Willdan's filings with the United States Securities and Exchange Commission can currently be found by accessing the SEC's EDGAR system Company Search Page which is currently available at: <https://www.sec.gov/edgar/searchedgar/companysearch.html> and searching for either Willdan Financial Services or for our CIK number which is 0001782739.

For the avoidance of doubt and without limiting the foregoing, in connection with any revenue projections, cash-flow analyses, feasibility studies and/or other analyses Willdan may provide the municipality with respect to financial, economic or other matters relating to a prospective, new or existing issuance of municipal securities of the municipality, (A) any such projections, studies and analyses shall be based upon assumptions, opinions or views (including, without limitation, any assumptions related to revenue growth) established by the municipality, in conjunction with such of its municipal, financial, legal and other advisers as it deems appropriate; and (B) under no circumstances shall Willdan be asked to provide, nor shall it provide, any advice or recommendations or subjective assumptions, opinions or views with respect to the actual or proposed structure, terms, timing, pricing or other similar matters with respect to any municipal financial products or municipal securities issuances, unless formally engaged to provide such information.

NOTICE OF PUBLIC HEARING

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

DATE: Monday, September 15th, 2025, at 6:00 p.m.

NOTICE IS HEREBY GIVEN, pursuant to the Los Alamitos Charter, Section 1202, the City Council of the City of Los Alamitos will conduct a Public Hearing on Monday, September 15, 2025, at 6:00 p.m., in the City Council Chamber located at 3191 Katella Avenue, Los Alamitos, CA to consider the **Cost Recovery (User Fee) Study**.

A review, discussion, and adoption of the proposed Cost Recovery (User Fee) Study will be held at the City Council, which will hear any and all public comments at that time.

The proposed Cost Recovery fee is available for inspection on the City's Website: <https://cityoflosalamitos.org/206/Finance> or by appointment only at the Office of the City Clerk of the City of Los Alamitos, 3191 Katella Ave., Los Alamitos, CA 90720, CA.

If you challenge the decision of any of the actions listed above in court, you may be limited to raising only those issues you or someone else raised in written or emailed correspondence delivered to the City Council at or prior to the Public Hearing. Questions or comments can also be directed to the City Clerk at (562) 431-3538, ext. 220, City Hall, 3191 Katella Avenue, Los Alamitos, California 90720.

The City Council meeting agenda and staff reports will be available on the City's website 72 hours prior at www.cityoflosalamitos.org. If you experience technical difficulties regarding accessing the agenda materials or the meeting by teleconference, please contact the City Clerk at (562) 431-3538, ext. 220, or cityclerk@cityoflosalamitos.org.

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, you should contact the City Clerk at (562) 431-3538, ext. 220. Notification by noon on the date of the Public Hearing will enable the City to make arrangements to ensure accessibility to this meeting.

For further information, please contact Craig Koehler, Finance Director, at (562) 431-3538 ext. 222.

Dated: August 28th, 2025
Published: September 2nd, 2025

City of Los Alamitos

CITY COUNCIL AGENDA REPORT

MEETING DATE: September 15, 2025

ITEM NUMBER: 12B

To: Mayor Shelley Hasselbrink & Members of the City Council

Presented By: Ron Noda, Development Services Director

Subject: 2025 Building Standards Code and Fire Code Adoption

SUMMARY

At its regular meeting of August 18, 2025, the City Council introduced the first reading of Ordinance No. 2025-07 and Ordinance No. 2025-08. Ordinance No. 2025-07 would the 2025 California Building Standards Code. The State's Health and Safety Code requires local governments to adopt the most recent editions of building standards codes related to construction. The latest edition is the 2025 California Building Standards Code, which will take effect on January 1, 2026. Ordinance No. 2025-08 would adopt amendments to the Fire Code as provided by the Orange County Fire Authority (OCFA). These amendments are intended to maximize alignment between OCFA and State-adopted Fire Code requirements.

The ordinances' first reading was heard at the August 18, 2025, City Council meeting. This Public Hearing will conduct the required second reading and adoption of the Ordinances, which will be effective 30 days after adoption.

RECOMMENDATION

1. Conduct the public hearing; and,
2. Adopt Ordinance No. 2025-07, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, REPEALING CHAPTER 15.04 OF TITLE 15 OF THE LOS ALAMITOS MUNICIPAL CITY CODE AND ADDING A NEW CHAPTER 15.04, ADOPTING BY REFERENCE: VARIOUS PROVISIONS OF THE 2025 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODES (CALIFORNIA CODE OF REGULATIONS, TITLE 24), CONSISTING OF THE CALIFORNIA ADMINISTRATIVE CODE, THE CALIFORNIA BUILDING CODE, THE CALIFORNIA RESIDENTIAL CODE, THE CALIFORNIA GREEN BUILDING STANDARDS CODE, THE CALIFORNIA ELECTRICAL CODE, THE CALIFORNIA MECHANICAL CODE, THE CALIFORNIA PLUMBING CODE, THE CALIFORNIA ENERGY CODE, AND THE CALIFORNIA REFERENCED STANDARDS CODE; AND THE 2025 WILDLAND-URBAN INTERFACE CODE, THE 2024 INTERNATIONAL PROPERTY MAINTENANCE CODE, WITH CERTAIN AMENDMENTS, ADDITIONS, DELETIONS AND EXCEPTIONS THERETO"; and,
3. Adopt Ordinance No. 2025-08, entitled, "AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, DELETING CHAPTER 15.08 OF THE LOS ALAMITOS MUNICIPAL CODE AND ADDING A NEW CHAPTER 15.08 ADOPTING BY REFERENCE THE 2025 EDITION OF THE CALIFORNIA FIRE CODE (TITLE 24, PART 9) WITH APPENDICES AND AMENDMENTS THERETO".

BACKGROUND

California Building Standards Code

State Health and Safety Code (Section 17958) mandates that the California Building Standards Commission adopt and publish the California Building Standards Code (Title 24 California Code of Regulations) every three years (including the model codes related to construction). The State Health and Safety Code also requires local governments to adopt the most recent editions of the model codes related to construction. The 2025 Edition of the California Building Standards Code of Regulations Title 24, becomes effective on January 1, 2026. The City is charged with adopting local amendments necessary for local conditions before the end of the year, prior to the amendments effective date.

Orange County Fire Authority Code

The proposed amendments are consistent with the Orange County Code Uniformity Group and have the support of the Orange County Building Industry Association. The remainder of the proposed amendments are administrative or procedural in nature, such as defining the size of addresses for the Building Code to be consistent with the requirements of our Los Alamitos Municipal Code.

DISCUSSION

California Building Standards Code

The State of California Building Standards Commission has adopted the 2025 California Building Standards Code, which includes the following model codes:

California Building Standards Code:

2025 California Building Code
2025 California Residential Code
2025 California Plumbing Code
2025 California Mechanical Code
2025 California Electrical Code

Reference Model Code:

2024 International Building Code (ICC)
2024 International Residential Code (ICC)
2024 Uniform Plumbing Code (IAPMO)
2024 Uniform Mechanical Code (IAPMO)
2023 National Electrical Code (NFPA)

2025 California Wildland-Urban Interface Code 2024 International Wildland-Urban Interface

Additionally, the construction codes proposed for adoption by reference or with amendments include the following:

2025 California Administrative Code
2025 California Building Code
2025 California Residential Code
2025 California Green Building Standards Code
2025 California Energy Code
2025 California Plumbing Code
2025 California Mechanical Code
2025 California Electrical Code
2025 Wildland-Urban Interface Code
2025 California Existing Building Code
2025 California Historical Building Code

2025 California Referenced Standards Code
2024 International Property Maintenance Code
2024 International Swimming Pool and Spa Code

City staff is recommending that changes and modifications be made to the above-referenced codes, and such changes are reasonably necessary due to local climatic, topographic and geographic conditions in Los Alamitos. Ordinance No. 2025-07 incorporates amendments to reflect the City's local conditions. Other modifications are of an administrative or procedural nature and concern themselves with subjects that are not covered by the Codes or are reasonably necessary to safeguard life and property within the City. It is important to note that all of the recommended building code amendments for this 2025 code cycle are exactly the same as the amendments adopted three years ago for the 2022 code cycle. No amendments have been added or subtracted from the previous code adoption.

Orange County Fire Authority (OCFA) changes

Orange County Fire Authority has provided amendments to the Fire Code with the intent to maximize alignment between OCFA and State-adopted requirements and to reduce amendments to only those that are necessary and practical. These amendments will address the following issues:

1. Address local conditions (climate, geology, topography)
2. Are necessary from a life-safety/firefighting/fire prevention standpoint.
3. Are necessary from an administrative standpoint, and/or practical from an enforcement standpoint.

City staff is recommending approval of the Fire Code amendments as provided by OCFA.

FISCAL IMPACT

None.

- Attachment:
1. Ordinance No. 2025-07 - Amending Chapter 15.04 of California Buildings Standard Code
 2. Exhibit A - Local Conditions Finding
 3. Ordinance No. 2025-08 - Amending chapter 15.08 of Los Alamitos Municipal Code
 4. Exhibit A - Local Conditions Finding
 5. 2025 California Fire Code - OCFA Amendments Los Alamitos
 6. 2025 California Fire Code - Local Amendment Findings

ORDINANCE NO. 2025-07

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING CHAPTER 15.04 OF TITLE 15 OF THE LOS ALAMITOS MUNICIPAL CODE AND ADOPTING THE 2025 EDITION OF THE CALIFORNIA BUILDING STANDARDS CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24) CONSISTING OF: THE 2025 CALIFORNIA ADMINISTRATIVE CODE; THE 2025 CALIFORNIA BUILDING CODE, INCLUDING APPENDIX J; THE 2025 CALIFORNIA RESIDENTIAL CODE, INCLUDING APPENDICES AH AND AX; THE 2025 CALIFORNIA ELECTRICAL CODE; THE 2025 CALIFORNIA MECHANICAL CODE; THE 2025 CALIFORNIA PLUMBING CODE; THE 2025 CALIFORNIA ENERGY CODE; THE 2025 CALIFORNIA HISTORICAL BUILDING CODE; THE 2025 CALIFORNIA EXISTING BUILDING CODE; THE 2025 CALIFORNIA GREEN BUILDING STANDARDS CODE; THE 2025 CALIFORNIA WILDLAND-URBAN INTERFACE CODE AND THE 2025 CALIFORNIA REFERENCED STANDARDS CODE, TOGETHER WITH CERTAIN AMENDMENTS, ADDITIONS, AND DELETIONS; AND ADOPTING THE 2024 INTERNATIONAL PROPERTY MAINTENANCE CODE AND THE 2024 INTERNATIONAL SWIMMING POOL AND SPA CODE, TOGETHER WITH CERTAIN AMENDMENTS, ADDITIONS, AND DELETIONS.

WHEREAS, pursuant to California Government Code Section 50022.1 *et seq.*, the City of Los Alamitos ("City") may adopt by reference the California Building Standards Code, 2025 Edition, as provided in Title 24 of the California Code of Regulations; the 2024 International Property Maintenance Code and the 2024 International Swimming Pool and Spa Code; and,

WHEREAS, the California Building Standards Commission recently adopted new amendments to the California Building Standards Code, which will become effective statewide on January 1, 2026; and,

WHEREAS, California Health & Safety Code Sections 17958 *et seq.*, and 18941.5 authorize cities to modify the California Building Standards Code by adopting more restrictive standards and modifications if such standards and modifications are accompanied by express findings that they are reasonably necessary because of local climatic, geological, or topographical conditions; and,

WHEREAS, based upon the recommendations of the Building Official, the City Council finds that the proposed amendments to the 2025 California Building Standards Code set forth in this Ordinance, which are more restrictive than the standards adopted by the California Building Standards Commission, would decrease the potential incidence of property damage, injury and death due to fires and earthquakes, and are reasonable and necessary to mitigate local climatic, geological or topographical conditions; and,

WHEREAS, on August 18, 2025, the City Council introduced this Ordinance for first reading at a regular meeting of the City Council, and set a public hearing and second reading of the Ordinance for September 15, 2025; and,

WHEREAS, the City Council held a public hearing on September 15, 2025, at which time all interested persons had the opportunity to appear and be heard on the matter of

adopting the 2025 California Building Standards Code as amended herein, as well as, the adoption of the 2024 International Property Maintenance Code and the 2024 International Swimming Pool and Spa Code; and,

WHEREAS, pursuant to Government Code Section 6066, the City published notice of the aforementioned public hearing; and,

WHEREAS, any and all other legal prerequisites relating to the adoption of this Ordinance have occurred.

THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, DOES ORDAIN AS FOLLOWS:

SECTION 1. Findings.

A. Health and Safety Code Section 17958 et seq., authorizes the City to adopt ordinances and regulations imposing the same requirements as are contained in the California Building Standards Code (California Code of Regulations, Title 24) adopted by the State pursuant to Health and Safety Code Section 17922. Health and Safety Code Sections 17958.5 and 18941.5 permit the City to make changes or modifications to the California Building Standards as are reasonably necessary because such changes or modifications are needed due to climatic, geographic, or topographic conditions.

B. The Fire Official and City Building Official recommend that certain changes and modifications to the 2025 California Building Standards are reasonably necessary due to local conditions within the City, certain changes and modifications are of an administrative or procedural nature or concern themselves with subjects not covered by the California Building Standards Code, and certain changes and modifications are reasonably necessary to safeguard life and property within the City of Los Alamitos.

C. Findings of local conditions are set forth in Exhibit “A” of this Ordinance and incorporated herein by reference. Such findings demonstrate the need for amendments to the 2025 California Building Standards are reasonably necessary because of local climatic, geological, or topographical conditions.

SECTION 2. Chapter 15.04 of the Los Alamitos Municipal Code is hereby amended and restated in its entirety to read as follows:

Chapter 15.04 BUILDING CODES

15.04.010 Construction codes adopted.

15.04.020 Amendments to the 2025 California Building Code.

15.04.030 Amendments to the 2025 California Residential Code.

15.04.040 Amendments to the 2025 California Electrical Code.

15.04.050 Amendments to the 2024 International Property Maintenance Code.

15.04.060 Amendments to the 2024 International Swimming Pool and Spa Code.

15.04.010 Construction codes adopted.

A. For the purpose of prescribing regulations for erecting, construction, enlargement, alteration, repair, improving, removal, conversion, demolition, occupancy, maintenance, equipment uses, height, and area of buildings and structures, the following construction codes subject to the modifications set forth in this Chapter, are hereby adopted:

1. The 2025 California Administrative Code (Title 24, Part 1);
2. The 2025 California Building Code (Title 24, Part 2), including the administrative provisions included in Division II of Chapter 1 and Appendix J, based on the 2024 International Building Code as published by the International Code Council;
3. The 2025 California Residential Code (Title 24, Part 2.5), including Appendix AH and AX, based on the 2024 International Residential Code as published by the International Code Council;
4. The 2025 California Electrical Code (Title 24, Part 3), based on the 2020 National Electrical Code as published by the National Fire Protection Association;
5. The 2025 California Mechanical Code (Title 24, Part 4), based on the 2024 Uniform Mechanical Code as published by the International Association of Plumbing and Mechanical Officials;
6. The 2025 California Plumbing Code (Title 24, Part 5), based on the 2024 Uniform Plumbing Code as published by the International Association of Plumbing and Mechanical Officials;
7. The 2025 California Wildland-Urban Interface Code (Title 24, Part 7), based on the 2024 International Wildland-Urban Interface Code;
8. The 2025 California Energy Code (Title 24, Part 6);
9. The 2025 California Historical Building Code (Title 24, Part 8);
10. The 2025 California Existing Building Code (Title 24, Part 10), based on the 2024 International Existing Building Code as published by the International Code Council;
11. The 2025 California Green Building Standards Code (Title 24, Part 11);
12. The 2025 California Referenced Standards Code (Title 24, Part 12);
13. The 2024 International Property Maintenance Code as published by the International Code Council; and
14. The 2025 International Swimming Pool and Spa Code as published by the International Code Council.

- B. The Codes set forth in A.1 through A.14, as amended by this chapter shall constitute the Building Regulations of the City of Los Alamitos and shall be known as the City of Los Alamitos Building Code.
- C. One (1) copy of all the above construction codes shall be kept on file in the office of the Building Official pursuant to Health and Safety Code Section 18942 (d)(1) and made available for public inspection.
- D. References in Documents and Continuing Legal Effect. References to prior editions of the Building Standards Code or the Municipal Code sections amended herein that are cited on notices issued by the City or other documents of ongoing or continuing legal effect, including specifically resolutions adopting or imposing fees or charges, until converted, are deemed to be references to the new counterpart 2025 Building Standards Code or amended Municipal Code sections for the purposes of notice and enforcement. The provisions adopted hereby shall not in any manner affect deposits, established fees or other matters of record which refer to, or are otherwise connected with, ordinances which are specifically designated by number, code section or otherwise, but such references shall be deemed to apply to the corresponding provisions set forth in the 2025 Building Standards Code adopted hereby. Any fee authorized by the above-referenced construction codes which was in effect in the city at the time of the adoption of this ordinance need not be re-adopted by resolution, and shall continue in effect, and remain unadjusted in amount unless and until the City Council adopts a resolution repealing the fee or establishing a different fee.

15.04.020 Amendments to the 2025 California Building Code.

Section 101.1 Title is amended to read as follows:

These regulations shall be known as the Building Code of City of Los Alamitos, hereinafter referred to as “this code.”

Section 101.4 Referenced code is deleted in its entirety (including sections 101.4.1, 101.4.2, 101.4.3, 101.4.4, 101.4.5, 101.4.6 and 101.4.7), and replaced with the following:

101.4. Referenced Codes. The California Codes listed in Section 1 of this Ordinance shall be considered part of the requirements of this code to the extent of each such reference.

Section 104.8 Liability is amended by adding a sentence to the end of the paragraph to read as follows:

The provisions of this section shall apply if the Building Official or his/her authorized representatives are employees of this jurisdiction and shall also apply if the Building Official or his/her authorized representatives are acting under contract as agents of this jurisdiction.

Section 105.2 Work exempt from a permit is amended by amending the following categories of work that are exempt from a building permit:

A. Section 105.2 “Building” Item 1 is amended to read as follows:

1. One story detached accessory structures used as storage sheds, playhouses or similar uses, provided the floor area is not greater than 120 square feet and the ceiling height is not over 7 feet.

B. Section 105.2 “Building” Item 2 is amended to read as follows:

2. Fences not over seven feet high and block walls not over three feet high.

C. Section 105.2 “Building” Item 4 is amended to read as follows:

4. Retaining walls which are not over four feet (1,219 mm) in height measured from the bottom of the footing to the top of the wall, unless supporting a surcharge or impounding Class I, II or III-A liquids.

D. Section 105.2 “Building” Item 9 is amended to read as follows:

9. Prefabricated swimming pools accessory to a Group R occupancy that are less than 18 inches deep, do not exceed 5,000 gallons and are installed entirely above ground.

Section 105.5 Expiration is amended to read as follows:

105.5. Expiration. Every permit issued shall become invalid unless the work on the site authorized by such permit is commenced within 12 months and, after its issuance, or if the work authorized on the site by such permit is suspended, abandoned or uncompleted for a period of 180 days after the work has commenced or 180 days past the last required inspection. The building official is authorized to grant one extension of time for not more than 180 days. The extension shall be requested in writing and justifiable cause demonstrated. No permit shall be extended more than once.

If work has been suspended or abandoned past 180 days, the permit shall be expired, and new permit(s) issued. The fee for such renewal of permit(s) shall be one half of the original permit fee or one half of the fee of the current adopted fee schedule at the time of renewal. Permits which have been abandoned and require only final inspection may be reissued at minimum fee or as determined by the building official.

Section 105.8 Reconstruction is added to read as follows:

105.8. Reconstruction. If the value of the reconstruction (or renovation) of a building is equal to or exceeds 75 percent of the existing habitable square footage of the building, the entire building shall comply with the code provisions for new

construction. The value of the reconstruction (or renovation) for a property shall include the value of all construction stemming from construction-related permits issued within the last two years.

Section 107.3 Examination of documents is amended to read as follows:

The building official shall examine or cause to be examined the accompanying submittal documents and shall ascertain by such examinations whether the construction indicted and described is in accordance with the requirements of this code and other pertinent laws or ordinances.

An expedited review and permit issuance process shall be provided for EV Charging Stations and simplified forms for submittal will be made available on City's website.

Section 113.1 General is amended to read as follows:

113.1 General. In order to hear and decide appeals of orders, decisions or determinations made by the Building Official relative to the application and interpretation of this code, there shall be and is hereby created a Board of Appeals. The Board of Appeals shall consist of five members and composed of the Mayor and the other members of the City Council. Said members shall hold their respective membership on said Board of Appeals by reason of, and concurrently with their terms of service as Council members and shall cease to be such members upon their ceasing to be Council members. The Building Official shall be the Secretary of the Board. The Board may adopt reasonable rules and regulations for conducting its investigations and shall render all its decisions and findings on contested matters in writing to the Building Official, with duplicative copy thereof to any appellant or contestant affected by any such decision of finding.

Three members of the Board shall constitute a quorum. The Mayor shall be the presiding Officer of the Board. Meetings shall be conducted in accordance with the Brown Act.

The Board shall have the right, subject to such limits as the City Council may prescribe by resolution, to employ at the cost and expense of the City, such qualified individuals as the Board, in its discretion, may deem reasonably necessary in order to assist it in its investigations and making its findings and decisions.

Section 113.3 Qualifications is deleted in its entirety without replacement.

Section 202 General Definitions is amended by adding the following definitions:

BARRIER. Barrier is a fence, wall, building wall, or any combination of these that completely surrounds the swimming pool and obstructs access to the swimming pool.

SWIMMING POOL. Any body of water created by artificial means which is designed, intended for use, or used for swimming or immersion purposes, which has a water depth exceeding 18 inches. The term, “pool,” includes swimming pools, spas, hot tubs, above-and below-ground, and vinyl-lined pools; pool does not include plumbing fixtures such as bathtubs nor does it apply to man-made lakes, reservoirs, farm ponds, or ponds used primarily for public park purposes, water conservation purposes, irrigation purposes or for the watering of livestock.

OCFA: Orange County Fire Authority, fire authority having jurisdiction.

SPARK ARRESTER. A listed device constructed of noncombustible material specifically for the purpose of meeting one of the following conditions:

1. Removing and retaining carbon and other flammable particles/debris from the exhaust flow of an internal combustion engine in accordance with California Vehicle Code Section 38366.
2. Fireplaces that burn solid fuel in accordance with California Building Code Chapter 28.

Section 502.1 Address identification is amended to read as follows:

[F] 502.1 Address identification. New and existing buildings shall be provided with approved address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be not less than 4 inches in height with a stroke width of not less than 0.5 inch. For R-3 and other occupancies the numbers shall be a minimum of 6 inches high with a minimum stroke width of 1 inch. Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response. Where access is by means of a private road and the building address cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address identification shall be maintained.

Section 903.2 Where required is amended to read as follows:

[F] 903.2 Where required. Approved automatic sprinkler systems in buildings and structures shall be provided in the following locations:

1. **New buildings:** Notwithstanding any applicable provisions of Sections 903.2.1 through 903.2.19, an automatic fire-sprinklers system shall also be installed in all occupancies when the total building area, as defined in Section 202 of the California Building Code, exceeds 5,000 square feet (465 m²), or more than two stories in height, regardless of fire areas or allowable area.

Exception: Group R-3 occupancies. Group R-3 occupancies shall comply with California Residential Code Section R313.2.

2. **Existing buildings:** Notwithstanding any applicable provisions of this code, an automatic sprinkler system shall be provided in an existing building when an addition occurs and when one of the following conditions exists:

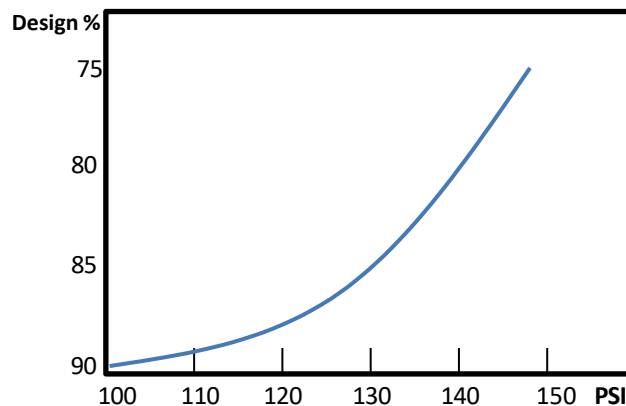
- a. When the addition is 33% or more of the existing building area and the resulting building area, as defined in Section 202, exceeds 5000 square feet (465 m²); or
- b. When the addition exceeds 2,000 square feet (185.81 m²) and the resulting building area, as defined in Section 202, exceeds 5,000 square feet (465 m²); or
- c. An additional story is added above the second floor regardless of fire areas or allowable area.

Section 903.3.5.3 Hydraulically calculated systems is added to read as follows:

903.3.5.3 Hydraulically calculated systems. The design of hydraulically calculated fire sprinkler systems shall not exceed 90% of the water supply capacity.

Exception: When static pressure exceeds 100 psi, and when required by the fire code official, the fire sprinkler system shall not exceed the water supply capacity specified by Table 903.3.5.3.

TABLE 903.3.5.3
Hydraulically Calculated Systems



Section 1505.1 General is amended, by the deletion of Table 1505.1 and the addition of a new Table 1505.1 thereto, to read as follows:

TABLE 1505.1^a

MINIMUM ROOF COVERING CLASSIFICATIONS TYPES OF CONSTRUCTION	IB	IIA	IIB	IIIA	IIIB	IV	VA	VB
A								
B	B	B	B	B	B	B	B	B

For SI: 1 foot = 304.8 mm, 1 square foot = 0.0929 m².

a. Unless otherwise required in accordance with Chapter 7A.

Section 1505.1.2 Roof coverings within all other areas is amended to read as follows:

1505.1.2 Roof coverings within all other areas other than Fire Hazard Severity Zones or a Wildland-Urban Interface (WUI) . The entire roof covering of every existing structure where more than 50 percent of the total roof area is replaced within any one-year period, the entire roof covering of every new structure, and any roof covering applied in the alteration, repair or replacement of the roof of every existing structure, shall be a fire-retardant roof covering that is at least Class A.

Section 1803.1.1.1 Preliminary soils report is amended to add the following:

The Building Official may require a geologic or geotechnical report or both, in accordance with the 2025 California Building Code; a geologic report shall be prepared by a Certified Engineering Geologist licensed by the State of California. A geotechnical report shall be prepared by a registered Civil Engineer versed in soils engineering and qualified to perform this work. When both a geotechnical and geologic report are required, the two reports shall be coordinated before submission to the Building Official. The Building Official, at his/her discretion shall obtain any technical support necessary to approve the report. Submitted reports shall contain a finding regarding the safety of the site from any variety of geologic hazard and a finding regarding the effect the proposed improvements, grading and/or construction and use of the site will have on the stability of the site and/or property outside the site. Any recommendation or action presented in the approved reports along with any conditions of approval shall be incorporated into the construction of site improvements. A fee shall be collected for the cost of review of the reports and any required addendums.

Section 1807.1.6 Prescriptive design of concrete and masonry foundation walls is amended to read as follows:

1807.1.6 Prescriptive design of concrete and masonry foundation walls. Concrete and masonry foundation walls that are laterally supported at the top and bottom shall be permitted to be designed and constructed in accordance with this section. Prescriptive design of foundation walls shall not be used for structures assigned to Seismic Design Category D, E or F.

Section 3109.1.1 Construction permit; safety features required is added to read as follows:

3109.1.1 Construction permit; safety features required. New or remodeled pools or spas, at a private single-family home, shall have an enclosure complying with the amended California Residential Code Appendix AX.

15.04.30 Amendments to the 2025 California Residential Code.

Section R105.5 Expiration is amended to read as follows:

R105.5 Expiration. Every permit issued shall become invalid unless the work authorized by such permit is commenced within 12 months after its issuance, or if the work authorized by such permit is suspended or abandoned for a period of 180 days after the time the work is commenced. The Building Official is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated.

Section R105.10 Reconstruction is added to read as follows:

R105.10 Reconstruction. If the value of the reconstruction (or renovation) of a building is equal to or exceeds 75 percent of the habitable square footage of the building, the entire building shall comply with the code provisions for new construction. The value of the reconstruction (or renovation) for a property shall include the value of all construction stemming from construction-related permits issued within the last two years.

Table R301.2 Climatic and Geographic Design Criteria is amended to read as follows:

TABLE R301.2(1)

CLIMATIC AND GEOGRAPHIC DESIGN CRITERIA

GROUND SNOW LOAD	WIND DESIGN				SEISMIC DESIGN CATEGORY ^f	SUBJECT TO DAMAGE FROM			WINTER DESIGN TEMP ^e	ICE BARRIER UNDERLAYMENT REQUIRED ^h	FLOOD HAZARDS ^g	AIR FREEZING INDEX ⁱ	MEAN ANNUAL TEMP ^j
	Speed ^d (mph)	Topographic effects ^k	Special wind region ^l	Windborne debris zone ^m		Weathering ^a	Frost line depth ^b	Termite ^c					
Zero	110	No	No	No	D ₂	Negligible	12-24" ⁿ	Very Heavy	43	No	No	0	60

MANUAL J DESIGN CRITERIA ⁿ

ELEVATION	LATITUDE	WINTER HEATING	SUMMER COOLING	ALTITUDE CORRECTION FACTOR	INDOOR DESIGN TEMPERATURE	DESIGN TEMPERATURE COOLING	HEAT TEMPERATURE DIFFERENCE
30	34	37	91		70	75	
COOLING TEMPERATURE DIFFERENCE	WIND VELOCITY HEATING	WIND VELOCITY COOLING	COINCIDENT WET BULB	DAILY RANGE	WINTER HUMIDITY	SUMMER HUMIDITY	
7			69	27		7 (50% RH)	

For SI: 1 pound per square foot = 0.0479 kPa, 1 mile per hour = 0.447 m/s.

- a. Weathering may require a higher strength concrete or grade of masonry than necessary to satisfy the structural requirements of this code. The weathering column shall be filled in with the weathering index (i.e., "negligible," "moderate" or "severe") for concrete as determined from the Weathering Probability Map [Figure R301.2(3)]. The grade of masonry units shall be determined from ASTM C 34, C 55, C 62, C 73, C 90, C 129, C 145, C 216 or C 652.
- b. The frost line depth may require deeper footings than indicated in Figure R403.1(1). The jurisdiction shall fill in the frost line depth column with the minimum depth of footing below finish grade.
- c. The jurisdiction shall fill in this part of the table to indicate the need for protection depending on whether there has been a history of local subterranean termite damage.
- d. The jurisdiction shall fill in this part of the table with the wind speed from the basic wind speed map [Figure R301.2(4)]. Wind exposure category shall be determined on a site-specific basis in accordance with Section R301.2.1.4.
- e. The outdoor design dry-bulb temperature shall be selected from the columns of 971/2-percent values for winter from Appendix D of the *California Plumbing Code*. Deviations from the Appendix D temperatures shall be permitted to reflect local climates or local weather experience as determined by the Building Official.
- f. The jurisdiction shall fill in this part of the table with the seismic design category determined from Section R301.2.2.1.
- g. The City of Los Alamitos does have a Flood Hazards Zone.
- h. In accordance with Sections R905.2.7.1, R905.4.3.1, R905.5.3.1, R905.6.3.1, R905.7.3.1 and R905.8.3.1, where there has been a history of local damage from the effects of ice damming, the jurisdiction shall fill in this part of the table with "YES." Otherwise, the jurisdiction shall fill in this part of the table with "NO."
- i. The jurisdiction shall fill in this part of the table with the 100-year return period air freezing index (BF-days) from Figure R403.3(2) or from the 100-year (99%) value on the National Climatic Data Center data table "Air Freezing Index- USA Method (Base 32°)" at www.ncdc.noaa.gov/fpsf.html.
- j. The jurisdiction shall fill in this part of the table with the mean annual temperature from the National Climatic Data Center data table "Air Freezing Index-USA Method (Base 32°F)" at www.ncdc.noaa.gov/fpsf.html.
- k. In accordance with Section R301.2.1.5, where there is local historical data documenting structural damage to buildings due to topographic wind speed-up effects, the jurisdiction shall fill in this part of the table with "YES." Otherwise, the jurisdiction shall indicate "NO" in this part of the table.
- l. In accordance with Figure R301.2(4)A, where there is local historical data documenting unusual wind conditions, the jurisdiction shall fill in this part of the table with "YES" and identify any specific requirements. Otherwise, the jurisdiction shall indicate "NO" in this part of the table.
- m. In accordance with Section R301.2.1.2.1, the jurisdiction shall indicate the wind-borne debris wind zone(s). Otherwise, the jurisdiction shall indicate "NO" in this part of the table.
- n. The jurisdiction shall fill in these sections of the table to establish the design criteria using

- Table 1a or 1b from ACCA Manual J or established criteria determined by the jurisdiction.
- o. The jurisdiction shall fill in this section of the table using the Ground Snow Loads in Figure R301.2 (6).

Section R309.6 Fire sprinkler attached garages, and carports with habitable space above is amended by modifying the exception to read as follows:

Exception: An automatic residential fire sprinkler system shall not be required when additions or alterations are made to existing carports and/or garages that do not have an automatic fire sprinkler system installed unless a sprinkler system is required in accordance with California Fire Code, OCFA Local Amendments Section 903.2.8.

Section R309.1 Townhouse automatic fire sprinkler systems is amended by modifying the exception to read as follows:

Exception: An automatic residential fire sprinkler system shall not be required when additions or alterations are made to existing townhouses that do not have an automatic fire sprinkler system installed unless a sprinkler system is required in accordance with California Fire Code, OCFA Local Amendments Section 903.2.8.

Section R309.2 One- and two-family dwellings automatic fire sprinkler systems is amended by modifying the exception to read as follows:

Exception: An automatic residential fire sprinkler system shall not be required for additions or alterations to existing buildings that are not already provided with an automatic sprinkler system unless a sprinkler system is required in accordance with California Fire Code, OCFA Local Amendments Section 903.2.8.

Section R309.3.6.2.2 Calculation procedure is amended to read as follows:

Section R309.3.6.2.2 Calculation procedure. Determination of the required size for water distribution piping shall be in accordance with the following procedure and California Fire Code Section 903.3.5.

(The remainder of the section is unchanged)

Section R308.1 Address identification is amended to read as follows:

R308.1 Address identification. New and existing buildings shall be provided with approved address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be not less than 6 inches in height with a stroke width of not less than 0.5 inch. Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate

emergency response. Where access is by means of a private road and the building address cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address identification shall be maintained.

Section R902.1 Roofing assemblies is amended by revising it to allow only class A or B roofs as follows:

R902.1 Roofing assemblies. Roofs shall be covered with materials as set forth in Sections R904 and R905. A minimum Class A or B roofing shall be installed in areas designated by this section. Classes A or B roofing required by this section to be listed shall be tested in accordance with UL 790 or ASTM E 10

Exceptions:

1. Class A roof assemblies include those with coverings of brick, masonry and exposed concrete roof deck.
2. Class A roof assemblies also include ferrous or copper shingles or sheets, metal sheets and shingles, clay or concrete roof tile, or slate installed on noncombustible decks.

Section R902.1.3 Roof coverings in all other areas is amended by revising it to require a minimum Class B roof as follows:

R902.1.3 Roof coverings within all other areas. The entire roof covering of every existing structure where more than 50 percent of the total roof area is replaced within any one-year period, the entire roof covering of every new structure, and any roof covering applied in the alteration, repair or replacement of the roof of every existing structure, shall be a fire-retardant roof covering that is at least Class B.

Section R902.2 Fire-retardant-treated shingles and shakes, first paragraph, is amended by revising it to allow only Class A or B treated wood roofs as follows:

R902.2 Fire-retardant-treated shingles and shakes. Fire-retardant-treated wood shakes and shingles are wood shakes and shingles complying with UBC Standard 15-3 or 15-4 which are impregnated by the full-cell vacuum-pressure process with fire-retardant chemicals, and which have been qualified by UBC Standard 15-2 for use on Class A or B roofs.

Section R1001.13 Outdoor Fireplaces, Fire Pits, Fire Rings, or similar devices is added to read as follows:

R1001.13 Outdoor Fireplaces, Fire Pits, Fire Rings, or similar devices. Outdoor fireplaces, fire pits, fire rings, or similar exterior devices shall comply with this section.

Exception: Barbeques, grills, and other portable devices intended solely for cooking

Section R1001.13.1 Gas-fueled devices is added to read as follows:

R1001.13.1 Gas-fueled devices. Outdoor fireplaces, fire pits and similar devices fueled by natural gas or liquefied-petroleum gas are allowed when approved by the Building Department and the device is designed to only burn a gas flame and not wood or other solid fuel. At R-3 occupancies, combustible construction shall not be located within three feet of an atmospheric column that extends vertically from the perimeter of the device. Where a permanent Building Department approved hood and vent is installed, combustible construction may encroach upon this column between the bottom of the hood and the vent opening. Where chimneys or vents are installed, they shall have a spark arrester in accordance with Section R1003.9.2.

Section R1001.13.2 Devices using wood or fuels other than natural gas or liquefied-petroleum gas is added to read as follows:

R1001.13.2 Devices using wood or fuels other than natural gas or liquefied-petroleum gas. Fireplaces burning wood or other solid fuel shall be constructed in accordance with Section R1001. Fires in a fireplace shall be contained within a firebox with an attached chimney. The opening in the face of the firebox shall have an installed and maintained method of arresting sparks. The burning of wood or other solid fuel in a device is not allowed within 15 feet of combustible structures, unless within a permanent or portable fireplace.

15.04.040 Amendments to the 2025 California Electrical Code.

Article 310.22 Continuous Inspection of Aluminum Wiring is added to read as follows:

310.22 Continuous Inspection of Aluminum Wiring. Aluminum conductors of No. six (6) or smaller used for branch circuits shall require continuous inspection by an independent testing agency approved by the Building Official for proper torquing of connections at their termination point.

Article 690.13 Photovoltaic System Disconnect Means is amended to read as follows:

690.13 Photovoltaic System Disconnecting Means. Means shall be provided to disconnect the PV system from all wiring systems including power systems, energy storage systems, and utilization equipment and its associated premises wiring.

(A)Location. The PV disconnecting means shall be installed at a readily accessible location either on the outside of a building or structure or inside nearest the point of entrance of the system conductors. *A single, visible-open, lockable AC disconnect shall be within 3 feet of the meter on the exterior of the building.*

15.04.050 Amendments to the 2024 International Property Maintenance Code.

Section [A] 102.3 Application of other codes is amended to read as follows:

[A] 102.3 Application of other codes. Repairs, additions or alterations to a structure, or changes of occupancy, must be done in accordance with the provisions of the California Building Code, California Existing Building Code, California Energy Code, California Electrical Code, California Mechanical Code, California Plumbing Code, California Residential Code, and the California Green Building Standards. Nothing in this code will be construed to cancel, modify, or set aside any provision of the Los Alamitos Municipal Code.

Section 104.1 Fees is amended to read as follows:

104.1 Fees. The fees for activities and services performed by the department in carrying out the department's responsibilities under this code are set by City Council resolution.

Section 108.1 General is amended to read as follows:

108.1 General. When a structure or equipment is found by the code official to be unsafe, or when a structure is found unfit for human occupancy, or is found unlawful, such structure may be condemned pursuant to the provisions of Section § 17920.3 of the California Health and Safety Code and this code.

Section 113.3 Failure to comply is amended to read as follows:

113.3 Failure to comply. Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be liable to a fine(s) or fines in an amount(s) as may be established by the City Council.

Section 303.2 Enclosures is amended to read as follows:

303.2 Enclosures. Private swimming pools, hot tubs and spas containing water more than 18 inches in depth must be completely surrounded by a fence or barrier at least 60 inches in height above the finished ground level measured on the side of the barrier away from the pool. Gates and doors in such barriers must be self-closing and self-latching. Where release mechanisms of the self-latching device are located less than 60 inches above grade measured on the side of the barrier that faces away from the pool, the release mechanism must be located on the pool side of the gate at least three inches below the top of the gate and the barrier must

have no opening greater than one-half inch within 18 inches of the release mechanism. Self-closing, self-latching gates must be maintained such that the gate will positively close and latch when released from an open position of six inches from the gate post. No existing pool enclosure may be removed, replaced, or changed in a manner that reduces its effectiveness as a safety barrier.

The exception to section 303.2 is deleted in its entirety.

Section 304.1.1 Unsafe conditions is amended in part to read as follows:

304.1.1 Unsafe conditions. The following conditions are determined to be unsafe and must be repaired or replaced to comply with the California Building Codes or California Existing Building Code as required for existing buildings: (No further changes to remainder of section 304.1.1)

Section 305.1.1 Unsafe conditions is amended in part to read as follows:

305.1.1 Unsafe conditions. The following conditions are determined to be unsafe and must be repaired, or replaced, to comply with the California Building Codes or California Existing Building Code as required for existing buildings:

(No further changes to remainder of section 305.1.1)

Section 306.1.1 Unsafe conditions is amended in part to read as follows:

306.1.1 Unsafe conditions. The following conditions are determined to be unsafe and must be repaired, or replaced, to comply with the California Building Codes or the California Existing Building Code as required for existing buildings:

(No further changes to remainder of section 306.1.1)

Section 401.3 Alternative devices is amended to read as follows:

401.3 Alternative devices. In lieu of the means for natural light and ventilation herein prescribed, artificial light or mechanical ventilation complying with the California Building Code shall be permitted.

Section [P] 502.5 Public toilet facilities is amended to read as follows:

[P] 502.5 Public toilet facilities. Public toilet facilities must be maintained in a safe sanitary working condition in accordance with the California Plumbing Code. Except for periodic maintenance or cleaning, public access and use must be provided to the toilet facilities at all times during occupancy of the premises.

Section [P] 505.1 General is amended to read as follows:

[P] 505.1 General. Every sink, lavatory, bathtub, shower, drinking fountain, water

closet, or other plumbing fixture must be properly connected to either a public water system or to an approved private water system. All kitchen sinks, lavatories, laundry facilities, and bathtubs and showers must be supplied with hot or tempered, and cold running water in accordance with the California Plumbing Code.

Section 602.2 Residential occupancies is amended to read as follows:

602.2 Residential occupancies. Dwellings must be provided with heating facilities capable of maintaining a room temperature of 68°F in all habitable rooms, bathrooms, and toilet rooms. Cooking appliances may not be used, nor may portable unvented fuel-burning space heaters be used, as a means to provide required heating.

The exception to section 602.2 is deleted in its entirety.

Section 602.4 Occupiable work spaces is amended in part to read as follows:

602.4 Occupiable work spaces. Indoor occupiable work spaces must be supplied with heat to maintain a temperature of not less than 65°F during the time the spaces are occupied.

(No further changes to remainder of section 602.4)

Section 604.2 Service is amended to read as follows:

604.2 Service. The size and usage of appliances and equipment serves as a basis for determining the need for additional facilities in accordance with the California Electrical Code. Dwelling units must be served by a three-wire, 120/240 volt, single-phase electrical service having a rating of not less than 60 amperes.

Section 604.3.1.1 Electrical equipment is amended to read as follows:

604.3.1.1 Electrical equipment. Electrical distribution equipment, motor circuits, power equipment, transformers, wire, cable, flexible cords, wiring devices, ground-fault circuit interrupters, surge protectors, molded case circuit breakers, low-voltage fuses, luminaries, ballasts, motors and electronic control, signaling, and communication equipment and that have been exposed to water must be replaced in accordance with the provisions of the California Building Code and California Electrical Code.

Section 604.3.2.1 Electrical equipment is amended to read as follows:

604.3.2.1 Electrical equipment. Electrical switches, receptacles and fixtures, including furnace, water-heater, security system, and power-distribution circuits that have been exposed to fire, must be replaced in accordance with the California Building Code and the California Electrical Code.

Section [F] 702.1 General is amended to read as follows:

[F] 702.1 General. A safe, continuous and unobstructed path of travel shall be provided from any point in a building or structure to the public way. Means of egress shall comply with the California Building Code.

Section [F] 702.2 Aisles is amended to read as follows:

[F] 702.2 Aisles. The required width of aisles in accordance with the California Building Code shall be unobstructed.

Section [F] 702.3 Locked doors is amended to read as follows:

[F] 702.3 Locked doors. All means of egress doors must be readily openable from the side from which egress is to be made without the need for keys, special knowledge or effort, except where door hardware conforms to that permitted by the California Building Code.

CHAPTER 9 POST-DISASTER RECOVERY AND RECONSTRUCTION is added to the 2024 International Property Maintenance Code to read as follows:

SECTION 901

POST-DISASTER SAFETY ASSESSMENT PLACARDS AND SECURITY

901.1 SCOPE. This chapter establishes standard placards to be used to indicate the condition of a structure for continued occupancy after any natural or man-made disaster. It further authorizes the Building and Safety Department, as well as authorized representatives, to post appropriate placards at each entry point to a building or structure upon completion of a safety assessment.

901.2 APPLICATION OF PROVISIONS. The provisions of this chapter are applicable to all buildings and structures, of all occupancies, regulated by the City following each natural or man-made disaster.

901.3 DEFINITIONS. For the purposes of this section, the following definitions shall apply:

901.3.1 BUILDING OFFICIAL is person or entity designated as such by the city council or that person or entity's designee

901.3.2 SAFETY ASSESSMENT is a visual examination of a building or structure for the purpose of determining whether continued use or occupancy is appropriate following a natural or man-made disaster.

901.4 PLACARDS. The following official placards must be used to designate the condition of buildings or structures following a disaster.

901.4.1 (GREEN) INSPECTED - LAWFUL OCCUPANCY PERMITTED.

Posted on any building or structure where no apparent hazard has been found. Placement of this placard does not mean that there is no damage to the building or structure.

901.4.2 (YELLOW) RESTRICTED OR LIMITED ENTRY. Posted on each damaged building or structure where damage has created a hazardous condition which justifies restricted occupancy. The Building Official who posts this placard will note in general terms the hazard created and will clearly and concisely note the restrictions on occupancy.

901.4.3 (RED) UNSAFE – DO NOT ENTER OR OCCUPY. Posted on each damaged building or structure such that continued occupancy poses a threat to life or health. Buildings or structures posted with this placard may be entered only after authorization in writing by the building official. Safety assessment teams are authorized to enter these buildings at any time. This placard may not be used or considered as a demolition order. The official who posts this placard must make a note in general terms of the damage encountered.

901.4.4 SECURING OF UNSAFE BUILDINGS OR STRUCTURES. Buildings or structures that have been determined by the Building Official to pose a threat to life safety or to be unsafe due to damage may be required by the Building Official to be secured from entry by fencing or other approved means until such time that the damage or threat to life is removed by repair, reconstruction or demolition. The fencing or security measures may not be removed without authorization from the building official.

901.4.5 REMOVAL OF PLACARDS. Once the placard has been attached to a building or structure, it may not be removed, altered, or covered until authorized by the Building Official.

901.5 VIOLATION. Any violation of Chapter 9 of this code is a misdemeanor and will be subject to punishment in accordance with the Los Alamitos Municipal Code and the City of Los Alamitos Building Code.

SECTION 902

POST DISASTER ABATEMENT

902.1 INTENT. This chapter establishes abatement criteria for all buildings and structures damaged as a result of a disaster for which a local emergency has been declared.

902.2 APPLICATION OF PROVISIONS. The provisions of this chapter are applicable to all buildings and structures regulated by the city.

902.3 DEFINITIONS. For the purposes of this section, the following definitions shall apply:

902.3.1 EVENT means any occurrence which results in the declaration of a disaster, including but not limited to, fires, landslides, wind storms, earthquakes, and floods.

902.3.2

902.3.3 HISTORIC BUILDING OR STRUCTURE means any building or structure registered with a federal, state, county, or city government, or the register of points of interest. Historic buildings and structures also include those buildings and structures within a recognized historic district.

902.3.4 STATE HISTORIC PRESERVATION OFFICER (SHPO) is the person appointed by the Governor, pursuant to Section 101(b)(1) of the National Historic Preservation Act of 1966, as amended, to administer the State Historic Preservation Program.

Office of Historic Preservation
Department of Parks and Recreation
P.O. BOX 942896
Sacramento, CA 94296-0001

Phone: (916) 653-6624
FAX: (916) 653-9824

902.4 ABATEMENT CRITERIA

902.4.1 NOTICE OF DETERMINATION. Except as provided in Section 902.4.2 below, the Building Official must serve a written Notice of Determination to each property owner as found on the latest available copy of the last equalized assessment roll. Such Notice of Determination must be delivered by hand-delivery, telephone, telegram, facsimile or other reasonable means, and must clearly indicate that the structure is an imminent hazard and dangerous and that, as such, it constitutes a public nuisance. The notice must set forth those factors which, in the opinion of the Building Official, make the structure an imminent hazard and dangerous, and must also include a directive from the Building Official of the specific action or actions to be taken by the property owner. The Notice must specify that within 48 hours from the time of issuance of the Notice of Determination, the owner or other party of record with an equitable or legal interest in the property must abate the nuisance in accordance with the directives written in the Notice of Determination by the Building Official.

902.4.2 NOTICE OF DETERMINATION EXCEPTION. No prior notice is required, when the Building Official, after considering all the facts, determines, in writing, that the structure is an imminent hazard and dangerous, and that it must be abated immediately and that time and circumstances do not permit the

giving of prior notice to the owner. In those cases where time and circumstances do not permit the city to give the owner notice prior to abatement, the Building Official may cause the nuisance to be summarily abated.

902.4.3 APPEAL OF NOTICE OF DETERMINATION. A Notice of Determination delivered by the Building Official, that a building or structure is an imminent hazard and dangerous and therefore must be abated, may be appealed by the property owner or any other party of record with an equitable or legal interest in the property. Such appeal must be made to the Building Official within 48 hours of delivery of such Notice of Determination by the Building Official. Such appeal must be accompanied by a written Hazard Abatement Plan signed by a State of California licensed engineer or architect or by a written report by a State of California licensed engineer or architect stating why the engineer or architect feels the building or structure is not an imminent hazard or dangerous at this time. Such report must include a recommendation by the engineer or architect as to what should or should not be done at this time. If the Building Official accepts the proposed Hazard Abatement Plan in lieu of the Notice of Determination, the Hazard Abatement Plan must be implemented within 24 hours of acceptance by the Building Official. If the Building Official accepts an engineer's report and agrees there is no imminent hazard, the Building Official must rescind, in writing, the Notice of Determination.

Should the Building Official disagree with the Hazard Abatement Plan or should the Building Official disagree with the engineer's or architect's report, a hearing must be conducted by the Board of Appeals, as soon as a quorum can be assembled.

902.4.4 BOARD OF APPEALS HEARING. At the hearing, the appellant has the right to call witnesses, to submit evidence, and to cross-examine the witnesses of the city. All witnesses must be sworn.

A record of the proceedings must be made by tape recording. Any relevant evidence may be submitted, regardless of the existence of any common law or statutory rule which might make improper the admission of such evidence over objection in civil actions in the courts of this State.

At the close of the hearing, the Board of Appeals must act to uphold, overrule, or modify the determination and order of the Building Official. The determination and order of the Building Official will be upheld, unless the Board of Appeals finds, based upon the evidence in the record, that the Building Official erred in determining that the structure is an imminent hazard and dangerous. The decision of the Board of Appeals, with the reasons therefore, may be given orally on the record. If given orally, the decision must be memorialized in writing and served upon the applicant within 24 hours of the time the oral decision is rendered.

If the Board of Appeals upholds the decision of the Building Official, the property owners of record will be ordered to abate the public nuisance within the time set forth in the order. If the structure is determined not to be an imminent hazard and dangerous, the Building Official's determination and order will be vacated. The decision of the Board of Appeals will be final on the date it is rendered.

902.4.5 HAZARD ABATEMENT PLAN. If a Hazard Abatement Plan is approved by the Building Official, the owner or other interested party of record must execute such plan within 24 hours of obtaining approval of the plan from the Building Official. Within 24 hours of completion of the abatement work the owner or other interested party of record must provide the Building Official with a written certification that the public nuisance, as described in the Building Official's Notice of Determination, has been abated.

If the work performed pursuant to the Hazard Abatement Plan amounts to temporary abatement, the owner or other party of record, prior to proceeding with permanent repairs, must obtain required permits and file a damage assessment report with the Building Official. The damage assessment report must be reviewed and approved by the Building Official prior to proceeding with permanent repairs.

902.4.6 FAILURE TO PERFORM. In those instances where the property owner or other interested party of record either does not respond to the Building Official's Notice of Determination or approved Hazard Abatement Plan, responds untimely, or responds timely but fails to abate the public nuisance within the required time period, the imminent hazard and dangerous structure will be subject to immediate abatement by the Building Official.

902.4.7 PUBLIC NUISANCE. All structures or portions of such structures which, after inspection by the Building Official, are determined to be an imminent hazard and dangerous, either to the public, occupants of the subject structure, or to any adjacent structures, are hereby declared to be public nuisances and must be abated by the owner in accordance with the procedures specified in Sections 43.2.4.4 and 43.2.4.5.

902.4.8 SUSPENSION OF ABATEMENT OF WORK. Notwithstanding any code provisions to the contrary, the Building Official is authorized to suspend abatement work, and to allow the property owner or other party of legal interest to complete the abatement work.

902.4.9 CHANGE OF STATUS. When the conditions making a structure an imminent hazard and dangerous have been abated, the structure will no longer be considered an imminent hazard and dangerous. However, if the abatement work is temporary in nature, as determined by the Building Official, the structure will remain subject to the provisions of this section.

902.4.10 DEMOLITION PERMIT. If the owner of any building or structure has decided to demolish rather than repair, the owner, or the owner's representative, must obtain a demolition permit.

902.5 HAZARD ABATEMENT OF HISTORIC BUILDINGS OR STRUCTURES.

902.5.1 NOTIFICATION OF IMMINENT HAZARD. Within ten days after the event, the Building Official must notify the State Historic Preservation Officer that one of the following actions will be taken regarding any historic building or structure determined by the Building Official to represent an imminent hazard to the health or safety of the public, or to pose an imminent threat to the public right of way:

902.5.1.1 BRACING OR SHORING. Whenever possible, as determined by the Building Official, the building or structure may be braced or shored in such a manner as to mitigate the hazard to public health or safety or the hazard to the public right-of-way.

902.5.1.2 CONDEMNATION. Whenever bracing or shoring is determined to be an unreasonable alternative, the Building Official may cause the building or structure to be condemned and immediately demolished. Such condemnation and demolition may be performed in the interest of public health or safety without a condemnation hearing as required by the 1997 Uniform Code for the Abatement of Dangerous Buildings.

902.5.2 CONDEMNATION PROCEEDINGS. If, ten days after the event and less than 30 days after the event, an historic building or structure is determined by the Building Official to represent a hazard to the health or safety of the public or to pose a threat to the public right of way, the Building Official may initiate condemnation proceedings in accordance with the Uniform Code for the Abatement of Dangerous Buildings. The Building Official may also notify the Federal Emergency Management Agency (FEMA), in accordance with the National Historic Preservation Act of 1966, as amended, of its intent to hold a condemnation hearing.

902.5.3 REQUEST TO DEMOLISH. If the Building Official and the owner of any historic building or structure agree that such a building or structure should be demolished, the Building Official must submit a request to demolish to the Federal Emergency Management Agency, in accordance with the National Historic Preservation Act of 1986, as amended. Such request must include all substantiating data.

SECTION 903

DISASTER REPAIR AND RECONSTRUCTION

903.1 INTENT. This section establishes standards and regulations for the expeditious repair and reconstruction of structures damaged as a result of a disaster for which a local emergency has been declared.

903.2 APPLICATION OF PROVISIONS.

903.2.1 DECLARATION OF EMERGENCY. The provisions of this chapter are applicable to all buildings and structures regulated by the city following each disaster after a local emergency has been declared.

903.2.2 WAIVER FOR ENGINEERING EVALUATION. The requirements of this chapter may be waived by the Building Official subject to an Engineering Evaluation as defined in Section 903.3.3.4.

903.3 DEFINITIONS. For the purpose of this section, the following definitions apply:

903.3.1 ARCHITECT is a person licensed by the State of California to practice architecture, as prescribed by the State of California Business and Professions Code.

903.3.2 CIVIL ENGINEER is a person registered by the State of California to practice Civil Engineering, as prescribed by the State of California Business and Professions Code.

903.3.3 CURRENT CODE means those codes adopted by the city pursuant to California Health and Safety Code § 18941.5.

903.3.4 ENGINEERING EVALUATION is an evaluation of a damaged building or structure, or suspected damaged building or structure, performed under the direction of a structural engineer, civil engineer, or architect retained by the owner of the building or structure. Engineering evaluations must, at a minimum, contain recommendations for repair and an appropriate opinion of the construction cost for those repairs. All engineering evaluations must include the engineer's or architect's stamp, wet-signature, and license expiration date.

903.3.5 ESSENTIAL SERVICE FACILITY means those buildings or structures designated by the city to house facilities necessary for emergency operations subsequent to a disaster.

903.3.6 REPLACEMENT VALUE is the dollar value, as determined by the building official, for replacing a damaged structure with a new structure of the same size, same type of construction, and same occupancy, and located on the same site.

903.3.7 STRUCTURAL ENGINEER is a person registered by the State of California to practice civil engineering and to use the title, Structural Engineer, as defined in Section 5537.1 of the State of California Business and Professions Code.

903.3.8 VALUE OF REPAIR is the dollar value, as determined by the Building Official, for making necessary repairs to the damaged structure.

903.4 REPAIR CRITERIA

903.4.1 GENERAL. Buildings and structures of all occupancies which have been damaged as the result of a disaster, except as otherwise noted, must be repaired in accordance with the following criteria:

903.4.2 UP TO TEN PERCENT REPAIR VALUE. When the estimated value of repair does not exceed ten percent of the replacement value of the structure, the damaged portion may be restored to the pre-disaster condition; except that when the damaged elements include suspended ceiling systems, the ceiling system must be repaired with all bracing required by current code.

903.4.3 UP TO FIFTY PERCENT REPAIR VALUE. When the estimated value of

repair is greater than ten percent but less than fifty percent of the replacement value of the structure, the damaged elements must be repaired and brought into conformance with the structural requirements of the current code.

903.4.4 MORE THAN FIFTY PERCENT REPAIR VALUE. When the estimated value of repair is fifty percent or more of the replacement value of the structure, the entire structure must be brought into conformance with the fire and life safety and structural requirements of the current code.

903.4.5 CHIMNEY VALUE EXCLUSION. In Group R, Division 3, occupancies, the repair value of damaged chimneys may be excluded from the computation of percentage of replacement value. Damaged chimneys must be repaired in accordance with Section 903.5.

903.5 REPAIR CRITERIA FOR FIREPLACES AND CHIMNEYS.

903.5.1 GENERAL. All damaged chimneys must be repaired or reconstructed to comply with the requirements of Chapter 21 of the CBC. Damaged portions of chimneys must be removed in accordance with the following criteria.

903.5.2 DAMAGE ABOVE THE ROOF LINE. When the damaged portion of the chimney is located between the roof line and the top of the chimney, the damaged portion may be removed to the roof line provided the roof and ceiling anchorage are in sound condition. The reconstruction portion of the chimney must be braced to the roof structure using an approved method.

903.5.3 SINGLE-STORY STRUCTURE DAMAGE BELOW THE ROOF LINE. For a single-story structure in which the damaged portion of the chimney is below the roof line, or the damaged portion extends from above the roof line to below the roof line, the chimney must be removed to the top of the firebox.

903.5.4 MULTI-STORY STRUCTURE DAMAGE BELOW THE ROOF LINE. For a multi-story structure, the damaged portion of the chimney must be removed from the top to a floor line where anchorage is found.

903.5.5 FIREBOX DAMAGE. In any structure where the firebox has been damaged, the entire chimney and firebox must be removed to the foundation. If the foundation is in sound condition, the firebox and chimney may be reconstructed using the existing foundation. If the foundation has been damaged, the foundation must be removed and replaced. Such reconstruction and replacement must be in accordance with Chapter 21 of the CBC Code.

903.5.6 ENGINEERED ALTERNATE SOLUTIONS. Where existing conditions preclude the installation of all anchorage required by Chapter 21 of the CBC, alternate systems may be used in accordance with the alternate methods and materials provisions of the CBC when approved by the Building Official.

903.5.7 BRACING. Where the portion of the chimney extending above the roof

line exceeds two times the least dimension of the chimney, that portion above the roof line must be braced to the roof structure using an approved method.

903.6 REPAIR CRITERIA FOR HISTORIC BUILDINGS OR STRUCTURES.

903.6.1 ENGINEERING EVALUATION REQUIRED. Buildings or structures which are included on a national, state, or local register for historic places or which are qualifying structures within a recognized historic district, which have been damaged as a result of a disaster, must have an engineering evaluation performed.

903.6.2 MINIMUM REPAIR CRITERIA. The minimum criteria for repair are included in Section 903.4, Repair Criteria, with due consideration given to the historical rating and nature of the structures. Additional standards and criteria, as noted in Part 8, Title 24, California Code of Regulations, also apply.

903.7 REPAIR CRITERIA FOR UNREINFORCED MASONRY BUILDINGS AND STRUCTURES.

903.7.1 GENERAL. All damaged buildings determined to be bearing wall buildings constructed of unreinforced masonry must be repaired and strengthened to fully comply with the requirements of § 15.04.”

15.01.060 Amendments to the 2024 International Swimming Pool and Spa Code.

Section [A] 101.1 Title is amended to read as follows:

[A] 101.1 Title. These regulations shall be known as the Swimming Pool and Spa Code of the City of Los Alamitos hereinafter to as “this code.”

Section [A] 102.7.1 Application of the International Codes is amended to read as follows:

[A] 102.7.1 Application of the International Codes. Where the International Residential Code is referenced in this code, the provisions of the California Residential Code shall apply to related systems in detached one- and two-family dwellings and townhouses not more than three stories in height. Other related systems shall comply with the applicable California Codes or referenced standard.

Section [A] 105.6 Fees is amended to read as follows:

[A] 105.6 Fees. A permit shall not be valid until the fees prescribed by law have been paid. All fees related to and any permit, work, inspection, violation, plan review or refunds shall be in accordance with Section 109 of the California Building Code.

Section [A] 105.6.2 Fee schedule and [A] 105.6.3 Fee refunds are deleted in their entirety without replacement.

Section [A] 108.2 Membership of board is amended to read as follows:

[A] 108.2 Board of appeals. The Board of Appeals shall consist of members as set forth in Chapter 113.1 of the California Building Code and any amendments of the Los Alamitos Municipal Code.

Section [A] 108.2.1 Qualifications is deleted in its entirety without replacement.

Section 305.2.1 Barrier height and clearances is amended to read as follows:

305.2.1 Barrier height and clearances Barrier heights and clearances shall be in accordance with all of the following:

1. The top of the barrier shall be not less than 60 inches (1524 mm) above grade where measured on the side of the barrier that faces away from the pool or spa. Such height shall exist around the entire perimeter of the barrier and for a distance of 3 feet (914 mm) measured horizontally from the outside of the required barrier.

(The remaining language in 305.2.1 is to remain and unchanged.)

SECTION 3. Filing with Building Standards Commission. The City Clerk shall file a certified copy of this Ordinance with the California Building Standards Commission.

SECTION 4. CEQA. In accordance with CEQA Guidelines section 15060(c)(2) – the adoption of this Ordinance will not foreseeably result in direct or reasonably foreseeable indirect impacts and is exempt from the provisions of the California Environmental Quality Act and City Clerk shall file such Notice of Exemption with the County Clerk.

SECTION 5. Severability. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held out 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, sentence, clause, phrase or portion thereof irrespective of the fact that any one or more sections, subsection, sentence clause, phrases or portions be declared valid or unconstitutional.

SECTION 6. Effective Date. This Ordinance shall not take effect until thirty (30) days after its final passage, or January 1, 2026 whichever occurs later.

SECTION 7. Publication by Clerk. 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 adoption and shall post a certified copy of this Ordinance, including the vote for an against same, in the Office of the City Clerk, in accordance with Government Code Section 36933.

PASSED, APPROVED AND ADOPTED this 15th day of September, 2025.

Shelley Hasselbrink, 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 Ordinance No. 2025-07 was duly introduced and placed upon its first reading at a regular meeting of the City Council on the 18th day of August, 2025, and that thereafter, said Ordinance was duly adopted and passed at an adjourned regular meeting of the City Council on the 15th day of September, 2025, by the following vote, to wit:

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

Windmera Quintanar, MMC, City Clerk

EXHIBIT A LOCAL CONDITIONS FINDINGS

FACTUAL FINDINGS ESTABLISHING THE REASONABLE NEED FOR LOCAL AMENDMENTS TO PORTIONS OF THE CALIFORNIA BUILDING STANDARDS CODE BASED UPON LOCAL CLIMATIC, GEOLOGICAL AND/OR TOPOGRAPHICAL CONDITIONS

The Fire Official and City Building Official recommend that certain changes and modifications to the 2025 California Building Standards are reasonably necessary due to local climatic, geological and/or topographical conditions within the City, certain changes and modifications are of an administrative or procedural nature or concern themselves with subjects not covered by the California Building Standards Code, and certain changes and modifications are reasonably necessary to safeguard life and property within the City of Los Alamitos.

Section 1. General Findings

The following findings apply in the City of Los Alamitos and explain why the changes to the Building Standards Code are necessary because of climatic, geological and/or topographical conditions in the city.

I. Climatic Conditions

- A. Los Alamitos is located in a semi-arid Mediterranean type climate. It annually experiences extended periods of high temperatures with little or no precipitation. Hot, dry (Santa Ana) winds, which may reach speeds of 70 M.P.H. or greater, are also common to the area. These climatic conditions cause extreme drying of vegetation and common building materials. Frequent periods of drought and low humidity add to the fire danger. This predisposes the area to large destructive fires (conflagration). In addition to directly damaging or destroying buildings, these fires are also prone to disrupt utility services throughout the County. Obstacles generated by a strong wind, such as fallen trees, street lights and utility poles will greatly impact the response time to reach an incident scene. Lastly, the warm climate encourages the proliferation of swimming pool construction which makes modifications to the California Building Code related to swimming pools desirable to adequately protect small children from drowning hazards.
- B. The climate alternates between extended periods of drought and brief flooding conditions. Flood conditions may affect the Orange County Fire Authority's ability to respond to a fire or emergency condition. Floods also disrupt utility services to buildings and facilities within the County.
- C. Water demand in this densely populated area far exceeds the quantity supplied by natural precipitation; and although the population continues to grow, the already-taxed water supply does not. California is projected to increase in population by nearly 10 million over the next quarter of a century with 50 percent of that growth centered in Southern California. Due to storage capacities and consumption, and

a limited amount of rainfall future water allocation is not fully dependable. This necessitates the need for additional and on-site fire protection features.

- D. These dry climatic conditions and winds contribute to the rapid spread of even small fires originating in high-density housing or vegetation. These fires spread very quickly and create a need for increased levels of fire protection. The added protection of fire sprinkler systems and other fire protection features will supplement normal fire department response by providing immediate protection for the building occupants and by containing and controlling the fire spread to the area of origin. Fire sprinkler systems will also reduce the use of water for firefighting by as much as 50 to 75 percent.

II. Topographical conditions

- A. The topography of Los Alamitos is generally considered a flatlands area with little to no topographical slopes. The flat land developments however does require special drainage precautions in order to address site drainage to prevent water ponding and flooding, as well as preserve historical water ways.
- B. Traffic and circulation congestion is an artificially created, obstructive topographical condition, which is common throughout Orange County.
- C. These topographical conditions combine to create a situation that places fire department response time to fire occurrences at risk and makes it necessary to provide automatic on-site fire-extinguishing systems and other protection measures to protect occupants and property.

III. Geological Conditions

The Orange County region is a densely populated area that has buildings constructed over and near a vast and complex network of faults that are believed to be capable of producing future earthquakes similar or greater in size than the 1994 Northridge and the 1971 Sylmar earthquakes. Earthquake faults run along the northeast and southwest boundaries of Orange County. The Newport-Inglewood Fault, located within Orange County was the source of the destructive 1933 Long Beach earthquake (6.3 magnitude) which took 120 lives and damaged buildings in an area from Laguna Beach to Marina Del Rey to Whittier. In December 1989, another earthquake occurred in the jurisdiction of Irvine at an unknown fault line. Regional planning for reoccurrence of earthquakes is recommended by the state of California, Department of Conservation.

- A. Previous earthquakes have been accompanied by disruption of traffic flow and fires. A severe seismic event has the potential to negatively impact any rescue or fire suppression activities because it is likely to create obstacles similar to those indicated under the high wind section above. The October 17, 1989, Santa Cruz earthquake resulted in one major fire in the Marina District (San Francisco). When

combined with the 34 other fires locally and over 500 responses, the department was taxed to its fullest capabilities. The Marina fire was difficult to contain because mains supplying water to the district burst during the earthquake. This situation creates the need for both additional fire protection and automatic on-site fire protection for building occupants. State Department of Conservation noted in their 1988 report (Planning Scenario on a Major Earthquake on the Newport-Inglewood Fault Zone, page 59), “unfortunately, barely meeting the minimum earthquake standards of building codes places a building on the verge of being legally unsafe.”

- B. Road circulation features located throughout the County also make amendments reasonably necessary. Located through the County are major roadways, highways and flood control channels that create barriers and slow response times. Hills, slopes, street and storm drain design, accompanied by occasional heavy rainfall, causes roadway flooding and landslides and at times may make an emergency access route impassable. There are areas in Orange County that naturally have extended emergency response times that exceed the 5 minute goal.
- C. Soils throughout the County possess corrosive properties that reduce the expected usable life of water services when metallic pipes are in contact with soils.
- D. Los Alamitos is generally known as swamp land that was once mostly covered in beet farms. The areas historically high water table is the reason the city is classified as being located in a liquefaction zone. In addition, portions of the County contain active or former oil production fields. These areas contain a variety of naturally occurring gasses, liquids and vapors. These compounds present toxicity or flammability hazards to building occupants. Evaluation of these hazards and the risks they pose to development is necessary for implementation of appropriate mitigation.

These local climatic, geologic, and topographic conditions make modifications and changes to the 2025 Edition of the California Codes reasonably necessary to provide sufficient and effective protection of life, health and property.

Section 2 – Application of Findings to Amendments in Ordinance No. 2025-05

Amendments to the 2025 Edition of the California Building Standards Code set forth in Ordinance No. 2025-05 and identified below are reasonably necessary as administrative or procedural in nature, or to ensure consistency with previously adopted ordinances, or are intended to enhance life and fire safety due to the climatic, topographical, and/or geologic conditions cited below:

Amendment Findings Legend
2025 California Building Code (CBC), 2025 California Residential Code (CRC), and
2025 California Electrical Code (CEC)

CODE SECTION	TITLE (Clarification)	FINDINGS
CBC 101.1	Title	Administrative
CBC 104.4	Referenced Codes	Administrative
CBC 104.8	Liability	Administrative
CBC 105.2	Work exempt from a permit	Administrative
CBC 105.5	Expiration	Administrative
CBC 105.8	Reconstruction	Administrative
CBC 107.3	Examination of Records	Administrative
CBC 113.1	General	Administrative
CBC 113.3	Qualifications	Administrative
CBC 202	Definitions	Administrative
CBC 502.1	Address Identification	II – A, B, C
CBC 903.2	Where required	II – A, B, C
CBC 903.3.5.3	Hydraulically calculated systems	II – A, B, C
CBC 1505.1	General	I – A, B II – A, B, C
CBC 1505.1.2	Roof coverings within all other areas	I – A, B II – A, B, C
CBC 1803.1.1.1	Geologic or geotechnical reports	III – A, B, C, D
CBC 1807.1.6	Prescriptive design of concrete and masonry foundation walls	III – A, B, C, D
CBC 3109.1.1	Construction permit; safety features required	I – C, II - B
CRC R105.5	Expiration	Administrative
CRC R105.10	Reconstruction	Administrative
CRC Table R301.2(1)	Climactic and Geographic Design Criteria	Administrative
CRC R309.6	Fire sprinkler attached garages, and carports with habitable space above	I – A, B, C, D II – A, B, C
CRC R313.1	Townhouse automatic fire sprinkler systems	I – A, B, C, D II – A, B, C
CRC R313.2	One- and two-family dwellings automatic fire sprinkler systems	I – A, B, C, D II – A, B, C
CRC R313.3.6.2.2	Calculation procedure	I – A, B II – A, B, C
CRC 319.1	Address Identification	II – A, B, C
CRC R902.1	Roof covering materials	I – A, B II – A, B, C
CRC R902.1.3	Roof coverings in all other areas	I – A, B II – A, B, C
CRC R902.2	Fire-retardant-treated shingles and shakes	I – A, B II – A, B, C
CRC R1001.13	Outdoor Fireplaces, Fire Pits, Fire Rings, or similar devices	II – A, B, C, D
CRC R101.13.1	Gas-fueled devices	II – A, B, C, D
CRC R1001.13.2	Devices using wood or fuels other than natural gas or liquefied-petroleum gas	II – A, B, C, D
CEC 310.22	Continuous Inspection of Aluminum Wiring	I – A, II – A, B
CEC 690.13	Building or Other Structures Supplied by Photovoltaic System	Administrative

ORDINANCE NO. 2025-08

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, AMENDING CHAPTER 15.08 OF TITLE 15 OF THE LOS ALAMITOS MUNICIPAL CODE AND ADOPTING THE 2025 EDITION OF THE CALIFORNIA FIRE CODE (CALIFORNIA CODE OF REGULATIONS, TITLE 24, PART 9), INCULDING APPENDICES B, BB, C, CC, AND H, TOGETHER WITH CERTAIN AMENDMENTS, ADDITIONS, AND DELETIONS

WHEREAS, pursuant to California Government Code Section 50022.1 *et seq.*, the City of Los Alamitos ("City") may adopt by reference the California Fire Code, 2025 Edition, as provided in Title 24 of the California Code of Regulations; and

WHEREAS, the California Building Standards Commission recently adopted new amendments to the California Fire Code, which will become effective statewide on January 1, 2026; and

WHEREAS, California Health & Safety Code Sections 17958 *et seq.*, and 18941.5 authorize cities to modify the California Fire Code by adopting more restrictive standards and modifications if such standards and modifications are accompanied by express findings that they are reasonably necessary because of local climatic, geological, or topographical conditions; and

WHEREAS, based upon the recommendations of the Fire Official and the Building Official, the City Council finds that the proposed amendments to the 2025 California Fire Code set forth in this Ordinance, which are more restrictive than the standards adopted by the California Building Standards Commission, would decrease the potential incidence of property damage, injury and death due to fires, and are reasonable and necessary to mitigate local climatic, geological or topographical conditions; and

WHEREAS, on August 18, 2025, the City Council introduced this Ordinance for first reading at a regular meeting of the City Council, and set a public hearing and second reading of the Ordinance for September 15, 2025; and

WHEREAS, the City Council held a public hearing on September 15, 2025, at which time all interested persons had the opportunity to appear and be heard on the matter of adopting the 2025 California Fire Code as amended herein; and

WHEREAS, pursuant to Government Code Section 6066, the City published notice of the aforementioned public hearing; and

WHEREAS, any and all other legal prerequisites relating to the adoption of this Ordinance have occurred.

**THE CITY COUNCIL OF THE CITY OF LOS ALAMITOS, CALIFORNIA, DOES
ORDAIN AS FOLLOWS:**

SECTION 1. Findings.

A. Health and Safety Code Section 17958 et seq., authorizes the City to adopt ordinances and regulations imposing the same requirements as are contained in the California Building Standards Code (California Code of Regulations, Title 24), inclusive of the California Fire Code (Part 9), adopted by the State pursuant to Health and Safety Code Section 17922. Health and Safety Code Sections 17958.5 and 18941.5 permit the City to make changes or modifications to the California Building Standards as are reasonably necessary because such changes or modifications are needed due to climatic, geographic, or topographic conditions.

B. The Fire Official and City Building Official recommend that certain changes and modifications to the 2025 California Fire Code are reasonably necessary due to local conditions within the City, certain changes and modifications are of an administrative or procedural nature or concern themselves with subjects not covered by the California Building Standards Code, and certain changes and modifications are reasonably necessary to safeguard life and property within the City of Los Alamitos.

C. Findings of local conditions are set forth in Exhibit "A" of this Ordinance and incorporated herein by reference. Such findings demonstrate the need for amendments to the 2025 California Building Standards are reasonably necessary because of local climatic, geological, or topographical conditions.

SECTION 2. Chapter 15.08 of the Los Alamitos Municipal Code is hereby amended and restated in its entirety to read as follows:

Chapter 15.08 FIRE CODE

15.08.010 Fire Code adopted.

15.08.020 Enforcement and inspections.

15.08.030 Amendments to the 2025 California Fire Code.

15.08.010 Fire Code Adopted.

- A. The City hereby adopts the California Fire Code, 2025 Edition, including Appendices B, BB, C, CC and H based on the 2024 International Fire Code as published by the International Code Council
- B. The provisions of the California Fire Code, as amended by this chapter shall constitute the Fire Code of the City of Los Alamitos.

- C. One (1) copy of all the California Fire Code and the City's amendments thereto shall be kept on file in the office of the Fire Code Official pursuant to Health and Safety Code Section 18942 (d) (1) and made available for public inspection.
- D. References in Documents and Continuing Legal Effect. References to prior editions of the Fire Code or the Municipal Code sections amended herein that are cited on notices issued by the City or the agency enforcing the City's fire regulations or other documents of ongoing or continuing legal effect, including specifically resolutions adopting or imposing fees or charges, until converted, are deemed to be references to the new counterpart 2025 Fire Code or amended Municipal Code sections for the purposes of notice and enforcement. The provisions adopted hereby shall not in any manner affect deposits, established fees or other matters of record which refer to, or are otherwise connected with, ordinances which are specifically designated by number, code section or otherwise, but such references shall be deemed to apply to the corresponding provisions set forth in the 2025 California Fire Code adopted hereby. Any fee authorized by the above-referenced fire code which was in effect at the time of the adoption of this chapter need not be re-adopted by resolution, and shall continue in effect, and remain unadjusted in amount unless and until a resolution is adopted repealing the fee or establishing a different fee.

15.08.020 Enforcement and Inspections.

The 2025 California Fire Code shall be enforced by the Orange County Fire Authority, which shall be operated under the Director of Fire Services of the Orange County Fire Authority. The Director of Fire Services of the Fire Authority may detail such members of the Fire Authority as inspectors as shall be necessary from time to time.

15.08.030 Amendments to the 2025 California Fire Code.

Chapter 1 Scope and Administration is adopted in its entirety, with the following amendments:

Section 113.4 Violation penalties is amended to read as follows:

113.4 Violation penalties. Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or shall fail to comply with any issued orders or notices or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be subject to penalties assessed as prescribed in the OCFA Prevention Field Services adopted fee schedule. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

Section 113.4.2 Infraction and misdemeanor is hereby added as follows:

113.4.2 Infraction and misdemeanor. Persons operating or maintaining any occupancy, premises or vehicle subject to this code that shall permit any fire or life safety hazard to exist on premises under their control shall be guilty of an infraction. Persons who fail to take immediate action to abate a fire or life safety hazard when ordered or notified to do so by the chief or a duly authorized representative are guilty of a misdemeanor.

Chapter 2 Definitions is adopted in its entirety with the following amendments:

Section 202 General Definitions is amended by adding “OCFA,” and “Spark Arrester” as follows:

OCFA: Orange County Fire Authority, fire authority having jurisdiction.

SPARK ARRESTER. A listed device constructed of noncombustible material specifically for the purpose of meeting one of the following conditions:

1. Removing and retaining carbon and other flammable particles/debris from the exhaust flow of an internal combustion engine in accordance with California Vehicle Code Section 38366.
2. Fireplaces that burn solid fuel in accordance with California Building Code Chapter 28.

Chapter 3 General Requirements is adopted in only those sections and subsections adopted by the SFM with the following amendments:

Section 304.1.3 Vegetation is amended to read as follows:

304.1.3 Vegetation. Weeds, grass, vines or other growth that is capable of being ignited and endangering property, shall be cut down and removed by the owner or occupant of the premises. Vegetation clearance requirement in urban-wildland interface areas shall be in accordance with Chapter 49. Type, amount, arrangement, and maintenance of vegetation in a fuel modification area, interior slope, or similarly hazardous area shall be in accordance with OCFA Guideline C-05 “Vegetation Management Guideline—Technical Design for New Construction, Fuel Modification Plans, and Maintenance Program.”

Section 305.6 Hazardous conditions is added to read as follows:

305.6 Hazardous conditions. Outdoor fires burning wood or other solid fuel are not allowed when any of the following conditions applies:

1. When predicted sustained winds exceed 8 MPH and relative humidity is less than 25%, or a red flag condition has been declared
2. When an official sign was caused to be posted by the fire code official, or a public announcement is made

No outdoor fires using any fuel type are permitted when predicted sustained winds exceed 20 MPH or when such fires present a hazard as determined by the fire code official.

Section 305.7 Disposal of rubbish is added to read as follows:

305.7 Disposal of rubbish. Rubbish, trash or combustible waste material shall be burned only within an approved incinerator and in accordance with Section 307.2.1.

SECTION 307 OPEN BURNING, RECREATIONAL FIRES AND PORTABLE OUTDOOR FIREPLACES is hereby revised as follows:

Section 307.6 Outdoor fireplaces, fire pits, Fire rings, or similar devices used at Group R Occupancies is added to read as follows:

307.6 Outdoor fireplaces, fire pits, fire rings, or similar devices used at Group R occupancies. Outdoor fireplaces, fire pits, fire rings, or similar exterior devices used at Group R occupancies shall comply with this section.

Exception: Barbeques, grills, and other portable devices intended solely for cooking.

307.6.1 Gas-fueled devices. Outdoor fireplaces, fire pits and similar devices fueled by natural gas or liquefied-petroleum gas are allowed when approved by the Building Department and the device is designed to only burn a gas flame and not wood or other solid fuel. At R-3 occupancies, combustible construction and vegetation shall not be located within three feet of an atmospheric column that extends vertically from the perimeter of the device. At other R occupancies, the minimum distance shall be ten feet. Where a permanent Building Department approved hood and vent is installed, combustible construction may encroach upon this column between the bottom of the hood and the vent opening. Where chimneys or vents are installed, they shall have a spark arrester as defined in Section 202.

307.6.2 Devices using wood or fuels other than natural gas or liquefied-petroleum gas. Permanent outdoor fireplaces burning wood or other solid fuel shall be constructed in accordance with the California Building Code with clearance from combustible construction and building openings as required therein. Fires in a fireplace shall be contained within a firebox with an attached chimney. The opening in the face of the firebox shall have an installed and maintained method of arresting sparks.

The burning of wood or other solid fuel in a device is not allowed within 25

feet of combustible structures unless within an approved permanent fireplace, Conditions which could cause a fire to spread within 25 feet of a structure or to vegetation shall be eliminated prior to ignition. Fires in devices burning wood or solid fuel shall be in accordance with Sections 305, 307, and 308.

Exceptions:

1. Portable fireplaces and fire rings/pits equipped with a device to arrest sparks shall be located at least 3' from combustible construction at R-3 occupancies,
2. Portable fireplaces, and fire pits/rings equipped with a device to arrest sparks, shall be located at least 15 feet from combustible structures at other R occupancies.

307.6.2.1 Where prohibited. The burning of wood and other solid fuels shall not be conducted within a fuel modification zone, Wildfire Risk Area (WRA), Wildland-Urban Interface Area (WUI), or in locations where conditions could cause the spread of fire to the WRA or WUI.

Exceptions:

1. Permanent fireplaces that are not located in a fuel modification zone
2. Where determined by the Fire Code Official that the location or design of the device should reasonably prevent the start of a wildfire.

Section 324 Fuel Modification Requirements for New Construction is hereby added as follows:

324.1 Fuel Modification Requirements for New Construction. All new structures and facilities adjoining land containing hazardous combustible vegetation shall be approved and in accordance with the requirements of OCFA Guideline C-05 "Vegetation Management Guideline – Technical Design for New Construction Fuel Modification Plans and Maintenance Program."

Section 325 Clearance of brush or vegetation growth from roadways is added to read as follows:

325.1 Clearance of brush or vegetation growth from roadways. The fire code official is authorized to cause areas within 10 feet (3048 mm) on each side of portions of highways and private streets which are improved, designed or ordinarily used for vehicular traffic, to be cleared of flammable vegetation and other combustible growth. Measurement shall be from the flow-line or the end of the improved edge of the roadway surfaces.

Exception: Single specimens of trees, ornamental shrubbery or cultivated ground cover such as green grass, ivy, succulents or similar plants used as ground covers, provided that they do not form a means of readily transmitting fire.

Section 326 Unusual Circumstances is added to read as follows:

326.1 Unusual circumstances. The fire code official may suspend enforcement of the vegetation management requirements and require reasonable alternative measures designed to advance the purpose of this code if determined that in any specific case that any of the following conditions exist:

1. Difficult terrain.
2. Danger of erosion.
3. Presence of plants included in any state and federal resources agencies, California Native Plant Society and county-approved list of wildlife, plants, rare, endangered and/or threatened species.
4. Stands or groves of trees or heritage trees.
5. Other unusual circumstances that make strict compliance with the clearance of vegetation provisions undesirable or impractical.

Section 327.2 Use of equipment and devices generating heat, sparks or open flames is added to read as follows:

327.2 Use of equipment. Except as otherwise provided in this section, no person shall use, operate, or cause to be operated in, upon or adjoining any hazardous fire area any internal combustion engine which uses hydrocarbon fuels, unless the engine is equipped with a spark arrester as defined in Section 202 maintained in effective working order, or the engine is constructed, equipped and maintained for the prevention of fire.

Exceptions:

1. Engines used to provide motor power for trucks, truck tractors, buses, and passenger vehicles, except motorcycles, are not subject to this section if the exhaust system is equipped with a muffler as defined in the Vehicle Code of the State of California.
2. Turbocharged engines are not subject to this section if all exhausted gases pass through the rotating turbine wheel, there is no exhaust bypass to the atmosphere, and the turbocharger is in good mechanical condition

Section 327.2 Use of equipment and devices generating heat, sparks or open flames is hereby added as follows:

327.2 Equipment and devices generating heat, sparks or open flames. During any time of the year within Wildfire Risk Areas, within or immediately adjacent to any forest- or brush-covered land or non-irrigated grass-covered

land, no person shall use or operate any welding equipment, cutting torches, tar pots, grinding devices, or other tools or equipment that may produce a spark, fire, or flame that could result in a wildfire without doing the following:

1. First clearing away all flammable material, including snags, from the area around such operation for a distance of 30 feet or other approved method to reduce fire spread into the wildlands. If 30 foot clearing cannot be achieved, then an alternate method shall be approved by the AHJ prior to work starting.
2. Maintain one serviceable round point shovel with an overall length of not less than forty-six (46) inches and one backpack pump water-type fire extinguisher fully equipped and ready for use at the immediate area during the operation.
3. Stop work when winds are 8 MPH or greater during periods when relative humidity is less than 25%, or a red flag condition has been declared or public announcement is made, when an official sign was caused to be posted by the fire code official, or when such fires present a hazard as determined by the fire code official.
4. Keep a cell phone nearby and call 911 immediate in case of fire.

327.3 Spark arresters. Spark arresters shall comply with Section 202, and when affixed to the exhaust system of engines or vehicles subject to Section 327 shall not be placed or mounted in such a manner as to allow flames or heat from the exhaust system to ignite any flammable material.

Chapter 4: Emergency Planning and Preparedness. Only the sections, subsections, and amendment are adopted as listed below:

Section 407.5 is amended to read as follows:

407.5 Hazardous Materials Inventory Statement. Where required by the fire code official, each application for a permit shall OCFA's Chemical Classification Packet in accordance with Section 5001.5.2.

Chapter 5 Fire Service Features is adopted in its entirety with the following amendments:

Section 501.1 Scope is amended to read as follows:

501.1 Scope. Fire service features for buildings, structures and premises shall comply with this chapter and, where required by the fire code official, with OCFA Guideline B-01, "Fire Master Plan for Commercial & Residential Development."

Section 510.1 Emergency responder communications enhancement system in new buildings is amended to read as follows:

Emergency responder radio coverage in new buildings. All new buildings shall have approved radio coverage for emergency responders within the building based upon the existing coverage levels of the public safety communication systems utilized by the jurisdiction, measured at the exterior of the building. This section shall not require improvement of the existing public safety communication systems. The Emergency Responder Radio Coverage System shall comply with the Orange County Sheriff's Department, Communications and Technology Division guidelines and specifications and, where the functionality or performance requirements in the California Fire Code are more stringent, this code.

Exceptions:

1. In buildings or structures where it is determined by the fire code official that the radio coverage system is not needed, including but not limited to the following:
 - a. Existing buildings or structures, unless required by the Building Official and OCFA for buildings and structures undergoing extensive remodel and/or expansion.
 - b. Elevators.
 - c. Structures that meet all of the following:
 - i. Three stories or less, and
 - ii. Do not have subterranean storage or parking, and
 - iii. Do not exceed 50,000 square feet on any single story.
 - d. Structures that meet all of the following:
 - i. Residential structures four stories or less, and
 - ii. Constructed of wood, and
 - iii. Do not have subterranean storage or parking, and
 - iv. Are not built integral to an above ground multi-story parking structure.

Should a structure that is three stories or less and 50,000 square feet or smaller on any single story include subterranean storage or parking, then this chapter shall apply only to the subterranean areas.

2. In facilities where emergency responder radio coverage is required and such systems, components or equipment required could have a negative impact on the normal operations of the facility, the fire code official shall have the authority to accept an automatically activated emergency radio coverage system.

Chapter 6 ***Building Services and Systems***

Chapter 6 Building Services and Systems is adopted in its entirety as amended by SFM.

Chapter 7 ***Fire and Smoke Protection Features***

Chapter 7 Fire and Smoke Protection Features is adopted in its entirety as amended by SFM.

Chapter 8
Interior Finish, Decorative Materials and Furnishings

Chapter 8 Interior Finish, Decorative Materials and Furnishings is adopted in its entirety as amended by SFM.

Chapter 9
Fire Protection and Life Safety Systems

Fire Protection and Life Safety Systems is adopted in its entirety with the following amendments:

Section 903.2 Where required is amended to read as follows:

903.2 Where required. Approved automatic sprinkler systems in buildings and structures shall be provided when one of the following conditions exists:

1. **New Buildings:** Notwithstanding any applicable provisions of Sections 903.2.1 through 903.2.20 an automatic sprinkler system shall also be installed in all occupancies when the total building area exceeds 5,000 square feet (465 m²) as defined in Section 202, regardless of fire areas or allowable area, or is more than two stories in height.

Exception: Subject to approval by the Fire Code Official, open parking garages in accordance with Section 406.5 of the California Building Code that are smaller than the area specified in section 903.2.10 (3) or 903.2.10.1 of the California Fire Code.

2. **Existing Buildings:** Notwithstanding any applicable provisions of this code, an automatic sprinkler system shall be provided in an existing building when an addition occurs and when one of the following conditions exists:
 - a. When an addition is 33% or more of the existing building area, and the resulting building area exceeds 5,000 square feet; or
 - b. When an addition exceeds 2,000 square feet and the resulting building area exceeds 5,000 square feet.
 - c. An additional story is added above the second floor regardless of fire areas or allowable area.

Exception: Additions to Group R-3 occupancies shall comply with Section 903.2.8 (2).

Section 903.2.8 Group R is amended to read as follows:

Section 903.2.8 Group R. An automatic sprinkler system installed in accordance with Section 903.3 shall be provided throughout all buildings with a Group R fire area as follows:

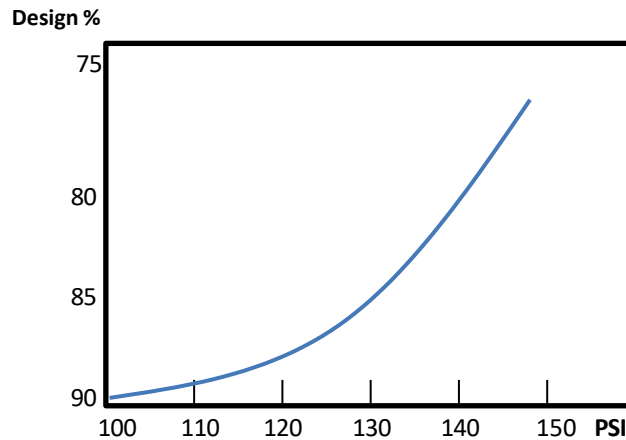
1. **New Buildings:** An automatic sprinkler system shall be installed throughout all new buildings.
2. **Existing R-3 Buildings:** An automatic sprinkler system shall be installed throughout when one of the following conditions exists:
 - a. When an addition is 33% or more of the existing building area and the resulting building area exceeds 5,000 square feet (465 m²) as defined in Section 202; or,
 - b. An addition when the existing building is already provided with automatic sprinklers; or,
 - c. When an existing Group R Occupancy is being substantially renovated, and where the scope of the renovation is such that the Building Code Official determines that the complexity of installing a sprinkler system would be similar as in a new building.

Section 903.3.5.3 Hydraulically calculated systems is added to read as follows:

903.3.5.3 Hydraulically calculated systems. The design of hydraulically calculated fire sprinkler systems shall not exceed 90% of the water supply capacity.

Exception: When static pressure exceeds 100 psi, and when required by the fire code official, the fire sprinkler system shall not exceed the water supply capacity specified by Table 903.3.5.3.

TABLE 903.3.5.3
Hydraulically Calculated Systems



Chapter 10
Means of Egress

Chapter 10 Means of Egress is adopted in its entirety as amended by SFM

Chapter 11
Construction Requirements for Existing Buildings

Chapter 11 Construction Requirements for Existing Buildings. Adopt only those sections and subsections adopted by the SFM

Chapter 12
Energy Systems

Energy Systems is adopted in its entirety as amended by SFM

Chapter 20
Aviation Facilities

Chapter 20 Aviation Facilities is adopted in its entirety.

Chapter 21
Dry Cleaning

Chapter 21 Dry Cleaning is adopted in its entirety as amended by SFM.

Chapter 22
Combustible Dust-Producing Operations

Chapter 22 Combustible Dust-Producing Operations is adopted in its entirety as amended by SFM.

Chapter 23
Motor Fuel-Dispensing Facilities and Repair Garages

Chapter 23 Motor Fuel-Dispensing Facilities and Repair Garages is adopted in its entirety as amended by SFM.

Chapter 24
Flammable Finishes

Chapter 24 Flammable Finishes is adopted in its entirety as amended by SFM.

Chapter 25
Fruit and Crop Ripening

Chapter 25 Fruit and Crop Ripening is not adopted.

Chapter 26
Fumigation and Insecticidal Fogging

Chapter 26 Fumigation and Insecticidal Fogging is not adopted.

Chapter 27
Semiconductor Fabrication Facilities

Chapter 27 Semiconductor Fabrication Facilities is adopted in its entirety.

Chapter 28
Lumber Yards and Agro-Industrial, Solid Biomass and Woodworking Facilities

Chapter 28 Lumber Yards and Agro-Industrial, Solid Biomass and Woodworking Facilities is adopted in its entirety with the following amendments:

Section 2801.2 Permit is amended to read as follows:

2801.2 Permit. Permits shall be required as set forth in Section 105.6 and 105.6.29.

2808.2 Storage site. Storage sites shall be level and on solid ground, elevated soil lifts or other all-weather surface. Sites shall be thoroughly cleaned, and approval obtained from the fire code official before transferring wood-products to the site.

Section 2808.3 Size of piles is amended to read as follows:

2808.3 Size of piles. Piles shall not exceed 15 feet in height, 50 feet in width and 100 feet in length.

Exception: The fire code official is authorized to allow the pile size to be increased where a fire protection plan is provided for approval that includes, but is not limited to, the following:

1. Storage yard areas and materials-handling equipment selection, design and arrangement shall be based upon sound fire prevention and protection principles.

2. Factor that lead to spontaneous heating shall be identified in the plan, and control of the various factors shall be identified and implemented, including provisions for monitoring the internal condition of the pile.
3. The plan shall include means for early fire detection and reporting to the public fire department; and facilities needed by the fire department for fire extinguishment including a water supply and fire hydrants.
4. Fire apparatus access roads around the piles and access roads to the top of the piles shall be established, identified and maintained.
5. Regular yard inspections by trained personnel shall be included as part of an effective fire prevention maintenance program.

Additional fire protection called for in the plan shall be provided and shall be installed in accordance with this code. The increase of the pile size shall be based upon the capabilities of the installed fire protection system and features.

Section 2808.4 Pile separation is amended to read as follows:

2808.4. Pile separation. Piles shall be separated from adjacent piles by a minimum distance of 20 feet. Additionally, piles shall have a minimum separation of 100 feet from combustible vegetation.

Section 2808.7 Pile fire protection is amended to read as follows:

2808.7 Pile fire protection. Automatic sprinkler protection shall be provided in conveyor tunnels and combustible enclosures that pass under a pile. Combustible conveyor systems and enclosed conveyor systems shall be equipped with an approved automatic sprinkler system. Oscillating sprinklers with a sufficient projectile reach are required to maintain a 40% to 60% moisture content and wet down burning/smoldering areas.

Section 2808.9 Material-handling equipment is amended to read as follows:

2808.9 Material-handling equipment. All material-handling equipment operated by an internal combustion engine shall be provided and maintained with an approved spark arrester. Approved material-handling equipment shall be available for moving wood chips, hogged material, wood fines and raw product during fire-fighting operations.

Section 2808.11 Temperature control is added to read as follows:

2808.11 Temperature control. The temperature shall be monitored and maintained as specified in Sections 2808.11.1 and 2808.11.2.

Section 2808.11.1 Pile temperature control is added to read as follows:

2808.11.1 Pile temperature control. Piles shall be rotated when internal temperature readings are in excess of 165 degrees Fahrenheit.

Section 2808.11.2 New material temperature control is added to read as follows:

2808.11.2 New material temperature control. New loads delivered to the facility shall be inspected and tested at the facility entry prior to taking delivery. Material with temperature exceeding 165 degrees Fahrenheit shall not be accepted on the site. New loads shall comply with the requirements of this chapter and be monitored to verify that the temperature remains stable.

Section 2808.12 Water availability is added to read as follows:

2808.12 Water availability. Facilities with over 2500 cubic feet shall provide a water supply. The minimum fire flow shall be no less than 500 GPM @ 20 psi for a minimum of 1 hour duration for pile heights up to 6 feet and 2 hour duration for pile heights over 6 feet. If there is no water purveyor, an alternate water supply with storage tank(s) shall be provided for fire suppression. The water supply tank(s) shall provide a minimum capacity of 2500 gallons per pile (maximum 30,000 gallons) for piles not exceeding 6 feet in height and 5000 gallons per pile (maximum 60,000) for piles exceeding 6 feet in height. Water tank(s) shall not be used for any other purpose unless the required fire flow is left in reserve within the tank at all times. An approved method shall be provided to maintain the required amount of water within the tank(s).

Section 2808.13 Tipping area is added to read as follows:

2808.13 Tipping areas shall comply with the following:

1. Tipping areas shall not exceed a maximum area of 50 feet by 50 feet.
2. Material within a tipping area shall not exceed 5 feet in height at any time.
3. Tipping areas shall be separated from all piles by a 20-foot-wide fire access lane.
4. A fire hydrant or approved fire water supply outlet shall be located within 150 feet of all points along the perimeter of the tipping area.
5. All material within a tipping area shall be processed within 5 days of receipt.

Section 2808.14 Emergency contact is added to read as follows:

2808.14 Emergency contact. The contact information of a responsible person or persons shall be provided to the Fire Department and shall be posted at the entrance to the facility for responding units. The responsible party should be available to respond to the business in emergency situation.

Section 2808.15 Maximum grid of piles and rows is hereby added as follows:

2808.15 Maximum grid of piles and rows, *Rows of Piles shall not exceed 500 feet by 500 feet. Grids shall be separated by a minimum 50-foot clear space used for no other purpose.*

2808.16 Push-out / clear area is hereby added as follows:

2808.16 Push-out / clear area *Piles exceeding 20 cubic yards shall be provided with push-out areas. Push-out areas shall be maintained clear at all times to allow for the largest pile to be spread out to a depth of 2 feet in height. Push-out areas shall be located within 250 feet of all edges of any pile and shall be located a minimum of 20 feet from any building.*

Chapter 29

Manufacture of Organic Coatings

Chapter 29 Manufacture of Organic Coatings is adopted in its entirety.

Chapter 30

Industrial Ovens

Chapter 30 Industrial Ovens is adopted in its entirety.

Chapter 31

Tents, Temporary Special Event Structures and Other Membrane Structures

Chapter 31 Temporary Special Event Structures and Other Membrane Structures is adopted in its entirety as amended by SFM.

Chapter 32

High-Piled Combustible Storage

Chapter 32 High-Piled Combustible Storage is adopted in its entirety as amended by SFM.

Chapter 33

Fire Safety During Construction and Demolition

Chapter 33 Fire Safety During Construction and Demolition is adopted in its entirety.

Chapter 34

Tire Rebuilding and Tire Storage

Chapter 34 Tire Rebuilding and Tire Storage is adopted in its entirety as amended by SFM.

Chapter 35

Welding and Other Hot Work

Chapter 35 Welding and Other Hot Work is adopted in its entirety.

***Chapter 36
Marinas***

Chapter 36 Marinas is adopted in its entirety.

***Chapter 37
Combustible Fibers***

Chapter 37 Combustible Fibers is adopted in its entirety.

***Chapter 39
Processing and Extraction Facilities***

Chapter 39 Processing and Extraction Facilities is adopted in its entirety.

***Chapter 40
Storage of Distilled Spirits and Wines***

Chapter 40 Storage of Distilled Spirits and Wines is adopted in its entirety.

***Chapter 41
Temporary Heating and Cooking Operations***

Chapter 41 TEMPORARY HEATING AND COOKING OPERATIONS is adopted in its entirety as amended by the SFM.

***Chapter 48
Motion Picture and Television Production Studio Sound Stages, Approved
Production Facilities and Production Locations***

Chapter 48 Motion Picture and Television Production Studio Sound Stages, Approved Production Facilities and Production Locations is adopted in its entirety.

***Chapter 49
Requirements for Wildland-Urban Interface Fire Areas***

Chapter 49 Requirements for Wildland-Urban Interface Fire Areas is adopted in its entirety with the following amendments:

Section 4903.3 Requirements is added as follows:

4903.3 Fuel Modification Plans. Fuel modification plans shall be reviewed and approved by OCFA for all new buildings to be built or installed in a wildfire risk area. Plans shall meet the criteria set forth in OCFA Guideline C-05 "Vegetation Management Guideline – Technical Design for New Construction Fuel Modification Plans and Maintenance Program."

***Chapter 50
Hazardous Materials – General Provisions***

Chapter 50 Hazardous Materials – General Provisions is adopted in its entirety with the following amendments.

Section 5001.5.2 Hazardous Materials Inventory Statement (HMIS), is amended to read as follows:

5001.5.2 Hazardous Materials Inventory Statement (HMIS). Where required by the fire code official, an application for a permit shall include. Orange County Fire Authority's Chemical Classification Guideline, which shall be completed and approved prior to approval of plans, and/or the storage, use or handling of chemicals on the premises.

Section 5003.1.1.1 Extremely hazardous substances is added to read as follows:

5003.1.1.1 Extremely hazardous substances. No person shall use or store any amount of extremely hazardous substances (EHS) in excess of the disclosable amounts (see Health and Safety Code Section 25500 et al) in a residential zoned or any residentially developed property.

***Chapter 51
Aerosols***

Chapter 51 Aerosols is adopted in its entirety.

***Chapter 53
Compressed Gases***

Chapter 53 Compressed Gases is adopted in its entirety.

***Chapter 54
Corrosive Materials***

Chapter 54 Corrosive materials is adopted in its entirety as amended by SFM.

***Chapter 55
Cryogenic Fluids***

Chapter 55 Cryogenic Fluids is adopted in its entirety.

***Chapter 56
Explosives and Fireworks***

Chapter 56 Explosives and Fireworks is adopted in its entirety with the following amendments:

Section 5608.2 Firing is hereby added to read as follows:

5608.2 Firing. All fireworks displays, regardless of mortar, device, or shell size, shall be electrically fired.

Section 5608.3 Application for permit is added to read as follows:

Section 5608.3 Application for permit. A diagram of the grounds on which the display is to be held showing the point at which the fireworks are to be discharged, the fallout area based on 100 feet per inch of shell size, the location

of all buildings, roads, and other means of transportation, the lines behind which the audience will be restrained, the location of all nearby trees, telegraph or telephone line, or other overhead obstructions shall be provided to OCFA.

Chapter 57

Flammable and Combustible Liquids

Chapter 57 Flammable and Combustible Liquids is adopted in its entirety as amended by SFM.

Chapter 58

Flammable Gases and Flammable Cryogenic Fluids

Chapter 58 Flammable Gases and Flammable Cryogenic Fluids is adopted in its entirety as amended by SFM.

Chapter 59

Flammable Solids

Chapter 59 Flammable Solids is adopted in its entirety.

Chapter 60

Highly Toxic and Toxic Materials

Chapter 60 Highly Toxic and Toxic Materials is adopted in its entirety.

Chapter 61

Liquefied Petroleum Gases

Chapter 61 Liquefied Petroleum Gases is adopted in its entirety.

Chapter 62

Organic Peroxides

Chapter 62 Organic Peroxides is adopted in its entirety.

Chapter 63

Oxidizers, Oxidizing Gases, and Oxidizing Cryogenic Fluids

Chapter 63 Oxidizers, Oxidizing Gases, and Oxidizing Cryogenic Fluids is adopted in its entirety.

Chapter 64

Pyrophoric Materials

Chapter 64 Pyrophoric Materials is adopted in its entirety.

Chapter 65

Pyroxylin (Cellulose Nitrate) Plastics

Chapter 65 Pyroxylin (Cellulose Nitrate) Plastics is adopted in its entirety.

Chapter 66

Unstable (Reactive) Materials

Chapter 66 Unstable (Reactive) Materials is adopted in its entirety.

Chapter 67
Water-Reactive Solids and Liquids
Chapter 67 Water-Reactive Solids and Liquids is adopted in its entirety.

Chapter 80
Referenced Standards
Chapter 80 Referenced Standards is adopted in its entirety with the following amendments:

NFPA 13, 2025 Edition, Standard for the Installation of Sprinkler Systems is amended as follows:

Section 9.2.1.7 is hereby revised as follows:

9.2.1.7 Concealed spaces filled with noncombustible insulation shall not require sprinkler protection when approved by the fire code official.

Section 9.4.3.1 is hereby revised as follows:

9.4.3.1 When fire sprinkler systems are installed in shell buildings of undetermined use (Spec Buildings) other than warehouses (S occupancies), fire sprinklers of the quick-response type shall be used. Use is considered undetermined if a specific tenant/occupant is not identified at the time the fire sprinkler plan is submitted. Sprinklers in light hazard occupancies shall be one of the following:

- (1) Quick-response type as defined in 3.3.223.4.16
- (2) Residential sprinklers in accordance with the requirements of Chapter 12
- (3) Quick-response CMSA sprinklers
- (4) ESFR sprinklers
- (5) Standard-response sprinklers used for modifications or additions to existing light hazard systems equipped with standard-response sprinklers.
- (6) Standard-response sprinklers used where individual standard-response sprinklers are replaced in existing light hazard systems

Section 16.12.3.3 is amended to read as follows:

16.12.3.3 Fire department connections (FDC) shall be of an approved type. The location shall be approved and be no more than 150 feet from a public hydrant. The FDC may be located within 150 feet of a private fire hydrant when approved by the fire code official. The size of piping and the number of 2½" inlets shall be approved by the fire code official. If acceptable to the water authority, it may be installed on the backflow assembly. Fire department inlet connections shall be painted OSHA safety red or as approved. When the fire sprinkler density design requires more than 500 gpm (including inside hose stream demand), or a standpipe system is included, four 2½" inlets shall be provided.

Section 9.4.3.1 is amended to read as follows:

9.4.3.1 When fire sprinkler systems are installed in shell buildings of undetermined use (Spec Buildings) other than warehouses (S occupancies), fire sprinklers of the quick-response type shall be used. Use is considered undetermined if a specific tenant/occupant is not identified at the time the fire sprinkler plan is submitted. Sprinklers in light hazard occupancies shall be one of the following:

- (1) Quick-response type as defined in 3.6.4.8
- (2) Residential sprinklers in accordance with the requirements of 8.4.5
- (3) Quick response CMSA sprinklers
- (4) ESFR sprinklers
- (5) Standard-response sprinklers used for modifications or additions to existing light hazard systems equipped with standard-response sprinklers
- (6) Standard-response sprinklers used where individual standard-response sprinklers are replaced in existing light hazard systems

Section 9.2.1.7 is amended to read as follows:

9.2.1.7 Concealed spaces filled with noncombustible insulation shall not require sprinkler protection when approved by the fire code official.

NFPA 13D 2025 Edition, Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes is amended as follows:

Section 7.1.2 is amended to read as follows:

7.1.2 The sprinkler system piping shall not have separate control valves installed unless supervised by a central station, proprietary, or remote station alarm service.

NFPA 14, 2019 Edition, Installation of Standpipe and Hose Systems is amended as follows:

Section 7.3.1.1 is hereby deleted in its entirety.

NFPA 24, 2025 Edition, Standard for the Installation of Private Fire Service Mains and Their Appurtenances is amended as follows:

Section 6.2.8.1 is added to read as follows:

6.2.8.1 All indicating valves controlling fire suppression water supplies shall be painted OSHA red.

Exceptions:

1. Brass or bronze valves on sprinkler risers mounted to the exterior of the building may be left unpainted.
2. Where OS&Y valves on the detector check assembly are the only control valves, at least one OS&Y valve shall be painted red.

Section 6.2.9 is amended to read as follows:

6.2.9 All connections to private fire service mains for fire protection systems shall be arranged in accordance with one of the following so that they can be isolated:

- (1) A post indicator valve installed not less than 40 ft (12 m) from the building

(a) For buildings less than 40 ft (12 m) in height, a post indicator valve shall be permitted to be installed closer than 40 ft (12 m) but at least as far from the building as the height of the wall facing the post indicator valve.

- (2) A wall post indicator valve on risers located within the building, either a nonrising stem gate valve with a wall post indicator or a listed butterfly valve with an indicating handle extending out through the building.
- (3) A backflow preventer with at least one indicating valve not less than 40 ft (12 m) from the building
 - (a) For buildings less than 40 ft (12 m) in height, a backflow preventer with at least one indicating valve shall be permitted to be installed closer than 40 ft (12 m) but at least as far from the building as the height of the wall facing the backflow preventer.
- (4) Control valves installed in a fire-rated room accessible from the exterior
- (5) Control valves in a fire-rated stair enclosure accessible from the exterior

Section 10.1.5 is added to read as follows:

10.1.5 All ferrous pipe and joints shall be polyethylene encased per AWWA C150, Method A, B, or C. All fittings shall be protected with a loose 8-mil polyethylene tube or sheet. The ends of the tube or sheet shall extend past the joint by a minimum of 12 inches and be sealed with 2 inch wide tape approved for underground use. Galvanizing does not meet the requirements of this section.

Exception: 304 or 316 Stainless Steel pipe and fittings

Section 10.4.1.1 is amended to read as follows:

10.4.1.1 All bolted joint accessories shall be cleaned and thoroughly coated with asphalt or other corrosion-retarding material after installation.

Exception: Bolted joint accessories made from 304 or 316 stainless steel.

Section 10.4.1.1.1 is added to read as follows:

10.4.1.1.1 All bolts used in pipe-joint assembly shall be 316 stainless steel.

Section 10.4.3.2 is hereby deleted and replaced as follows:

10.4.3.2 Where fire service mains enter the building adjacent to the foundation, the pipe may run under a building to a maximum of 24 inches, as measured from the interior face of the exterior wall to the center of the vertical pipe. The pipe under the building or building foundation shall be 304 or 316 stainless steel and shall not contain mechanical joints or it shall comply with 10.4.3.2.1 through 10.4.3.2.4.

Appendices

Appendix A is not adopted.

Appendix B is adopted in its entirety as amended by the SFM.

Appendix BB is adopted in its entirety.

Appendix C is adopted in its entirety as amended by the SFM.

Appendix CC is adopted in its entirety.

Appendix D is not adopted.

Appendix E is not adopted. **Appendix**

F is not adopted. **Appendix G** is not

adopted. **Appendix H** is adopted in its

entirety. **Appendix I** is not adopted.

Appendix J is not adopted.

Appendix K is not adopted.

Appendix L is not adopted.

Appendix M is not adopted.

Appendix N is not adopted.

Appendix O is not adopted.

Appendix P is not adopted.

Appendix Q is not adopted.

SECTION 3. Filing with Building Standards Commission. The City Clerk shall file a certified copy of this Ordinance with the California Building Standards Commission.

SECTION 4. CEQA. In accordance with CEQA Guidelines section 15060(c)(2) – the adoption of the California Fire Code will not foreseeably result in direct or reasonably foreseeable indirect impacts and is exempt from the provisions of the California

Environmental Quality Act and City Clerk shall file such Notice of Exemption with the County Clerk.

SECTION 5. Severability. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held out 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, sentence, clause, phrase or portion thereof irrespective of the fact that any one or more sections, subsection, sentence clause, phrases or portions be declared valid or unconstitutional.

SECTION 6. Effective Date. This Ordinance shall not take effect until thirty (30) days after its final passage, or January 1, 2026, whichever occurs later.

SECTION 17. Publication by Clerk. 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 adoption and shall post a certified copy of this Ordinance, including the vote for and against same, in the Office of the City Clerk, in accordance with Government Code 36933.

PASSED, APPROVED AND ADOPTED this 15th day of September, 2025.

Shelley Hasselbrink, 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 Ordinance No. 2025-08 was duly introduced and placed upon its first reading at a regular meeting of the City Council on the 18th day of August, 2025, and that thereafter, said Ordinance was duly adopted and passed at a regular meeting of the City Council on the 15th day of September, 2025, by the following vote, to wit:

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

Windmera Quintanar, MMC, City Clerk

EXHIBIT A LOCAL CONDITIONS FINDINGS

FACTUAL FINDINGS ESTABLISHING THE REASONABLE NEED FOR LOCAL AMENDMENTS TO PORTIONS OF THE CALIFORNIA FIRE CODE BASED UPON LOCAL CLIMATIC, GEOLOGICAL AND/OR TOPOGRAPHICAL CONDITIONS

The Fire Official and City Building Official recommend that certain changes and modifications to the 2025 California Fire Code are reasonably necessary due to local conditions within the City, certain changes and modifications are of an administrative or procedural nature or concern themselves with subjects not covered by the California Building Standards Code, and certain changes and modifications are reasonably necessary to safeguard life and property within the City of Los Alamitos.

Section 1. General Findings

The following findings apply in the City of Los Alamitos and explain why the changes to the Building Standards Code are necessary because of climatic, geological and/or topographical conditions in the city.

I. Climatic Conditions

- A. Orange County is located in a semi-arid Mediterranean type climate. It annually experiences extended periods of high temperatures with little or no precipitation. Hot, dry (Santa Ana) winds, which may reach speeds of 70 M.P.H. or greater, are also common to the area. These climatic conditions cause extreme drying of vegetation and common building materials. Frequent periods of drought and low humidity add to the fire danger. This predisposes the area to large destructive fires (conflagration). In addition to directly damaging or destroying buildings, these fires are also prone to disrupt utility services throughout the County. Obstacles generated by a strong wind, such as fallen trees, street lights and utility poles will greatly impact the response time to reach an incident scene.
- B. The climate alternates between extended periods of drought and brief flooding conditions. Flood conditions may affect the Orange County fire Authority's ability to respond to a fire or emergency condition. Floods also disrupt utility services to buildings and facilities within the County.
- C. Water demand in this densely populated area far exceeds the quantity supplied by natural precipitation; and although the population continues to grow, the already-taxed water supply does not. California is projected to increase in population by nearly 10 million over the next quarter of a century with 50 percent of that growth centered in Southern California. Due to storage capacities and consumption, and a limited amount of rainfall future water allocation is not fully dependable. This necessitates the need for additional and on-site fire protection features.
- D. These dry climatic conditions and winds contribute to the rapid spread of even small fires originating in high-density housing or vegetation. These fires spread very quickly and create a need for increased levels of fire protection. The added protection of fire sprinkler systems and other fire protection features will supplement normal fire department

response by providing immediate protection for the building occupants and by containing and controlling the fire spread to the area of origin. Fire sprinkler systems will also reduce the use of water for firefighting by as much as 50 to 75 percent.

II. Topographical conditions

- A. Natural; slopes of 15 percent or greater generally occur throughout the foothills of Orange County. The elevation change caused by the hills creates the geological foundation on which communities with Orange County is built and will continue to build. With much of the populated flatlands already built upon, future growth will occur on steeper slopes and with greater constraints in terrain.
- B. Traffic and circulation congestion is an artificially created, obstructive topographical condition, which is common throughout Orange County.
- C. These topographical conditions combine to create a situation that places fire department response time to fire occurrences at risk and makes it necessary to provide automatic on-site fire-extinguishing systems and other protection measures to protect occupants and property.

III. Geological Conditions

The Orange County region is a densely populated area that has buildings constructed over and near a vast and complex network of faults that are believed to be capable of producing future earthquakes similar or greater in size than the 1994 Northridge and the 1971 Sylmar earthquakes. Earthquake faults run along the northeast and southwest boundaries of Orange County. The Newport-Inglewood Fault, located within Orange County was the source of the destructive 1933 Long Beach earthquake (6.3 magnitude) which took 120 lives and damaged buildings in an area from Laguna Beach to Marina Del Rey to Whittier. In December 1989, another earthquake occurred in the jurisdiction of Irvine at an unknown fault line. Regional planning for reoccurrence of earthquakes is recommended by the state of California, Department of Conservation.

- A. Previous earthquakes have been accompanied by disruption of traffic flow and fires. A severe seismic event has the potential to negatively impact any rescue or fire suppression activities because it is likely to create obstacles similar to those indicated under the high wind section above. The October 17, 1989, Santa Cruz earthquake resulted in one major fire in the Marina District (San Francisco). When combined with the 34 other fires locally and over 500 responses, the department was taxed to its fullest capabilities. The Marina fire was difficult to contain because mains supplying water to the district burst during the earthquake. This situation creates the need for both additional fire protection and automatic on-site fire protection for building occupants. State Department of Conservation noted in their 1988 report (Planning Scenario on a Major Earthquake on the Newport-Inglewood Fault Zone, page 59), "unfortunately, barely meeting the minimum earthquake standards of building codes places a building on the verge of being legally unsafe."

- B. Road circulation features located throughout the County also make amendments reasonably necessary. Located through the County are major roadways, highways and flood control channels that create barriers and slow response times. Hills, slopes, street and storm drain design, accompanied by occasional heavy rainfall, causes roadway flooding and landslides and at times may make an emergency access route impassable. There are areas in Orange County that naturally have extended emergency response times that exceed the 5 minute goal.
- C. Soils throughout the County possess corrosive properties that reduce the expected usable life of water services when metallic pipes are in contact with soils.
- D. Portions of the County contain active or former oil production fields. These areas contain a variety of naturally occurring gasses, liquids and vapors. These compounds present toxicity or flammability hazards to building occupants. Evaluation of these hazards and the risks they pose to development is necessary for implementation of appropriate mitigation.

Due to the topographical conditions of sprawling development separated by waterways and narrow and congested streets and the expected infrastructure damage inherent in seismic zones described above, it is prudent to rely on automatic fire sprinkler systems to mitigate extended fire department response time and keep fires manageable with reduced fire flow (water) resources available for a given structure. Additional fire protection is also justified to match the current resources of firefighting equipment and personnel within the Orange County Fire Authority.

Section 2 –Application of Findings to Amendments in Ordinance No. _____

Amendments to the 2025 Edition of the California Fire Code set forth in Ordinance No. _____ and identified below are reasonably necessary as administrative or procedural in nature, or to ensure consistency with previously adopted ordinances, or are intended to enhance life and fire safety due to the climatic, topographical, and/or geologic conditions cited below.

**2025 California Fire Code
Amendment Findings Legend**

CODE SECTION	TITLE (Clarification)	FINDINGS
113.4	Violation penalties	Administrative
113.4.2	Infraction & Misdemeanor	Administrative
202	General definitions	Administrative
304.1.3	OCFA Vegetation Management	I
305.6	Hazardous conditions	I & II
305.7	Disposal of rubbish	I & II
307	Open burning, recreational fires, fire pits, fire rings, and outdoor fireplaces	Administrative
307.6	Fire Pits, Fire Rings, & Outdoor Fireplaces	Administrative
307.6.1	Gas-fueled devices	I & II
307.6.2	Devices using wood or fuels other than natural gas or LPG	I & II
307.6.2.1	Where prohibited	I & II
324	Fuel modification requirements for new construction	I
325	Clearance of brush or vegetation growth from roadways	I
326	Unusual circumstances	Administrative
327	Use of equipment	I
327.1	Use of equipment and devices generating heat, sparks or open flames	I
327.2	Spark arresters	I
407.5	Hazardous material inventory statement	I & II
501.1	Scope	Administrative, I, II & III
510.1	Emergency responder radio coverage	Administrative
903.2	Where required (Sprinklers)	I, II & III
903.2.8	Group R (Sprinklers)	I, II & III
903.3.5.3	Hydraulically calculated systems	I & II
2801.2	Permit	Administrative
2808.2	Storage site	Administrative
2808.3	Size of piles	I
2808.4	Pile separation	I
2808.7	Pile fire protection	I
2808.9	Material-handling equipment	I
2808.11	Temperature control	I
2808.11.1	Pile temperature control	I
2808.11.2	New material temperature control	I
2808.12	Water availability for piles	I
2808.13	Tipping area	I
2808.14	Emergency contact information	Administrative
2808.15	Defining maximum separation contact	Administrative
2808.16	Push-out area identification	Administrative
4903.3	OCFA Vegetation Management Guideline	I

5001.5.2	Hazardous materials inventory statement	Administrative
5003.1.1.1	Extremely hazardous substances	I & III
5608.2	Retail fireworks	Administrative
5608.3	Application for permit	Administrative
Chapter 80	Reference Standards	N/A
	2025 NFPA 13 (Sprinkler Systems)	Administrative, II & III
	2025 NFPA 13-D (Single Family Sprinkler Systems)	I & II
	2019 NFPA 14 (Standpipe Systems)	Administrative
	2012 NFPA 24 (Underground Water Supply Systems)	Administrative & III

2025

California Fire Code

OCFA Amendments
Los Alamitos

Final Version

Chapter 1

Scope and Administration

Chapter 1 SCOPE AND ADMINISTRATION is adopted in only those sections and subsections adopted by the SFM with the following amendments:

Section 112.4 Violation penalties is hereby revised as follows:

112.4 Violation penalties. Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or shall fail to comply with any issued orders or notices or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be subject to penalties assessed as prescribed in the OCFA Prevention Field Services adopted fee schedule. Each day that a violation continues after due notice has been served shall be deemed a separate offense.

Section 112.4.2 Infraction and misdemeanor is hereby added as follows:

112.4.2 Infraction and misdemeanor. Persons operating or maintaining any occupancy, premises or vehicle subject to this code that shall permit any fire or life safety hazard to exist on premises under their control shall be guilty of an infraction. Persons who fail to take immediate action to abate a fire or life safety hazard when ordered or notified to do so by the chief or a duly authorized representative are guilty of a misdemeanor.

Chapter 2

Definitions

Chapter 2 DEFINITIONS is adopted in its entirety as amended by the SFM with the following amendments:

Sections 202 GENERAL DEFINITIONS is hereby revised by adding “OCFA” and “Spark Arrester” as follows:

OCFA: Orange County Fire Authority, authority having jurisdiction.

SPARK ARRESTER. A listed device constructed of noncombustible material specifically for the purpose of meeting one of the following conditions:

1. Removing and retaining carbon and other flammable particles/debris from the exhaust flow of an internal combustion engine in accordance with California Vehicle Code Section 38366.
2. Fireplaces that burn solid fuel in accordance with California Building Code Chapter 28.

Chapter 3

General Requirements

Chapter 3 GENERAL REQUIREMENTS is adopted in its *entirety* with the exception of Sections 308.1.4, 311.5, 318, and with the following amendments:

Section 304.1.2 Vegetation is hereby revised as follows:

304.1.2 Vegetation. Weeds, grass, vines or other growth that is capable of being ignited and endangering property, shall be cut down and removed by the owner or occupant of the premises. Vegetation clearance requirement in urban-wildland interface areas shall be in accordance with *Part 7, the California Wildland-Urban Interface Code. Type, amount, arrangement, and maintenance of vegetation in a fuel modification area, interior slope, or similarly hazardous area shall be in accordance with OCFA Guideline C-05 "Vegetation Management Guideline: Technical Design for New Construction, Fuel Modification Plans, and Maintenance Program."*

Section 305.6 Hazardous conditions is hereby added as follows:

305.6 Hazardous conditions. *Outdoor fires burning wood or other solid fuel are not allowed when any of the following conditions applies:*

- 1. When predicted sustained winds exceed 8 MPH and relative humidity is less than 25%, or a red flag condition has been declared.*
- 2. When an official sign was caused to be posted by the fire code official, or a public announcement is made.*

No outdoor fires using any fuel type are permitted when predicted sustained winds exceed 20 MPH or when such fires present a hazard as determined by the fire code official.

Section 305.7 Disposal of rubbish is hereby added as follows:

305.7 Disposal of rubbish. *Rubbish, trash or combustible waste material shall be burned only within an approved incinerator and in accordance with Section 307.2.1.*

SECTION 307 OPEN BURNING, RECREATIONAL FIRES AND PORTABLE OUTDOOR FIREPLACES is hereby revised as follows:

SECTION 307 OPEN BURNING, RECREATIONAL FIRES, FIRE PITS, FIRE RINGS, AND PORTABLE OUTDOOR FIREPLACES

Sections 307.6 Outdoor fireplaces, fire pits, fire rings, or similar devices used at Group R occupancies is hereby added as follows:

307.6 Outdoor fireplaces, fire pits, fire rings, or similar devices used at Group R occupancies. *Outdoor fireplaces, fire pits, fire rings, or similar exterior devices used at Group R occupancies shall comply with this section.*

Exception: *Barbeques, grills, and other portable devices intended solely for cooking.*

Section 307.6.1 Gas-fueled devices is hereby added as follows:

307.6.1 Gas-fueled devices. *Outdoor fireplaces, fire pits and similar devices fueled by natural gas or liquefied-petroleum gas are allowed when approved by the Building Department and the device is designed to only burn a gas flame and not wood or other solid fuel. At R-3 occupancies, combustible construction and vegetation shall not be located within three feet of an atmospheric column that extends vertically from the perimeter of the device. At other R occupancies, the minimum distance shall be ten feet. Where a permanent Building Department approved hood and vent is installed, combustible construction may encroach upon this column between the bottom of the hood and the vent opening. Where chimneys or vents are installed, they shall have a spark arrester as defined in Section 202.*

Section 307.6.2 Devices using wood or fuels other than natural gas or liquefied-petroleum gas is hereby added as follows:

307.6.2 Devices using wood or fuels other than natural gas or liquefied-petroleum gas. *Permanent outdoor fireplaces burning wood or other solid fuel shall be constructed in accordance with the California Building Code with clearance from combustible construction and building openings as required therein. Fires in a fireplace shall be contained within a firebox with an attached chimney. The opening in the face of the firebox shall have an installed and maintained method of arresting sparks.*

The burning of wood or other solid fuel in a device is not allowed within 25 feet of combustible structures unless within an approved permanent fireplace. Conditions which could cause a fire to spread within 25 feet of a structure or to vegetation

shall be eliminated prior to ignition. Fires in devices burning wood or solid fuel shall be in accordance with Sections 305, 307, and 308.

Exceptions:

1. Portable fireplaces and fire rings/pits equipped with a device to arrest sparks shall be located at least 3 feet from combustible construction at R-3 occupancies.
2. Portable fireplaces, and fire pits/rings equipped with a device to arrest sparks, shall be located at least 15 feet from combustible structures at other R occupancies.

Section 307.6.2.1 Where prohibited is hereby added as follows:

307.6.2.1 Where prohibited. The burning of wood and other solid fuels shall not be conducted within a fuel modification zone, Wildfire Risk Area (WRA), Wildland-Urban Interface Area (WUI), or in locations where conditions could cause the spread of fire to the WRA or WUI.

Exceptions:

1. Permanent fireplaces that are not located in a fuel modification zone.
2. Where determined by the Fire Code Official that the location or design of the device should reasonably prevent the start of a wildfire.

SECTION 324 FUEL MODIFICATION REQUIREMENTS FOR NEW CONSTRUCTION is hereby added as follows:

324.1 Fuel Modification Requirements For New Construction. All new structures and facilities adjoining land containing hazardous combustible vegetation shall be approved and in accordance with the requirements of OCFA Guideline C-05 "Vegetation Management Guideline: Technical Design for New Construction Fuel Modification Plans and Maintenance Program."

SECTION 325 CLEARANCE OF BRUSH OR VEGETATION GROWTH FROM ROADWAYS is hereby added as follows:

325.1 Clearance of brush or vegetation growth from roadways. The fire code official is authorized to cause areas within 10 feet (3048 mm) on each side of portions of highways and private streets which are improved, designed or ordinarily used for vehicular traffic, to be cleared of flammable vegetation and other combustible growth. Measurement shall be from the flow-line or the end of the improved edge of the roadway surfaces.

Exception: Single specimens of trees, ornamental shrubbery or cultivated ground cover such as green grass, ivy, succulents or similar plants used as ground covers, provided that they do not form a means of readily transmitting fire.

SECTION 326 UNUSUAL CIRCUMSTANCES is hereby added as follows:

326.1 Unusual circumstances. *The fire code official may suspend enforcement of the vegetation management requirements and require reasonable alternative measures designed to advance the purpose of this code if determined that in any specific case that any of the following conditions exist:*

1. Difficult terrain.
2. Danger of erosion.
3. Presence of plants included in any state and federal resources agencies, California Native Plant Society and county-approved list of wildlife, plants, rare, endangered and/or threatened species.
4. Stands or groves of trees or heritage trees.
5. Other unusual circumstances that make strict compliance with the clearance of vegetation provisions undesirable or impractical.

SECTION 327 USE OF EQUIPMENT is hereby added as follows:

327.1 Use of equipment. *Except as otherwise provided in this section, no person shall use, operate, or cause to be operated in, upon or adjoining any hazardous fire area any internal combustion engine which uses hydrocarbon fuels, unless the engine is equipped with a spark arrester as defined in Section 202 maintained in effective working order, or the engine is constructed, equipped and maintained for the prevention of fire.*

Exceptions:

1. Engines used to provide motor power for trucks, truck tractors, buses, and passenger vehicles, except motorcycles, are not subject to this section if the exhaust system is equipped with a muffler as defined in the Vehicle Code of the State of California.
2. Turbocharged engines are not subject to this section if all exhausted gases pass through the rotating turbine wheel, there is no exhaust bypass to the atmosphere, and the turbocharger is in good mechanical condition.

Section 327.2 Use of equipment and devices generating heat, sparks or open flames is hereby added as follows:

327.2 Equipment and devices generating heat, sparks or open flames. *During any time of the year within Wildfire Risk Areas, within or immediately adjacent to any forest- or brush-covered land or non-irrigated grass-covered land, no person shall use or operate any welding equipment, cutting torches, tar pots, grinding devices, or other tools or equipment that may produce a spark, fire, or flame that could result in a wildfire without doing the following:*

1. First clearing away all flammable material, including snags, from the area around such operation for a distance of 30 feet or other approved method to reduce fire spread into the wildlands. If a 30-foot clearing cannot be achieved, then an alternate method shall be approved by the AHJ prior to work starting.
2. Maintain one serviceable round point shovel with an overall length of not less than forty-six (46) inches and one backpack pump water-type fire extinguisher fully equipped and ready for use at the immediate area during the operation.
3. Stop work when winds are 8 MPH or greater during periods when relative humidity is less than 25%, or a red flag condition has been declared or public announcement is made, when an official sign was caused to be posted by the fire code official, or when such fires present a hazard as determined by the fire code official.
4. Keep a cell phone nearby and call 911 immediately in case of fire.

Section 327.3 Spark arresters is hereby added as follows:

327.3 Spark arresters. Spark arresters shall comply with Section 202, and when affixed to the exhaust system of engines or vehicles subject to Section 327 shall not be placed or mounted in such a manner as to allow flames or heat from the exhaust system to ignite any flammable material.

Chapter 4

Emergency Planning and Preparedness

Chapter 4 EMERGENCY PLANNING AND PREPAREDNESS is adopted in only those sections and subsections adopted by the SFM with the following amendment:

Section 407.5 is hereby revised as follows:

407.5 Hazardous Materials Inventory Statement. Where required by the fire code official, each application for a permit shall follow OCFA Guideline G-04 "Completion of the Chemical Classification" in accordance with Section 5001.5.2.

Chapter 5

Fire Service Features

Chapter 5 FIRE SERVICE FEATURES is adopted in its entirety as amended by the SFM with the following amendments:

SECTION 501.1 Scope is hereby revised as follows:

501.1 Scope. Fire service features for buildings, structures and premises shall comply with this chapter and, where required by the fire code official, with OCFA Guideline B-01 “Fire Master Plans for Commercial & Residential Development.”

Section 510.1 Emergency responder communication coverage in new buildings is hereby deleted and replaced as follows:

510.1 Emergency responder radio coverage in new buildings. All new buildings shall have approved radio coverage for emergency responders within the building based upon the existing coverage levels of the public safety communication systems of the jurisdiction at the exterior of the building. This section shall not require improvement of the existing public safety communication systems. The Emergency Responder Radio Coverage System shall comply with the requirements of the Orange County Sheriff’s Department, Communications and Technology Division, and where the functionality of performance requirements in the California Fire Code are more stringent, this code.

Exceptions:

1. In buildings or structures where it is determined by the fire code official that the radio coverage system is not needed, including but not limited to the following:
 - 1.1. Existing buildings or structures, unless required by the Building Official and OCFA for buildings and structures undergoing extensive remodel and/or expansion.
 - 1.2. Elevators.
 - 1.3. Structures that meet all of the following:
 - i. Three stories or less, and
 - ii. Do not have subterranean storage or parking, and
 - iii. Do not exceed 50,000 square feet on any single story.
 - 1.4. Structures that meet all of the following:
 - i. Residential structures four stories or less, and
 - ii. Constructed of wood, and
 - iii. Do not have subterranean storage or parking, and
 - iv. Are not built integral to an above ground multi-story parking structure.

Should a structure that is three stories or less and 50,000 square feet or smaller on any single story include subterranean storage or parking, then this ordinance shall apply only to the subterranean areas.

2. In facilities where emergency responder radio coverage is required and such systems, components or equipment required could have a negative impact on the normal operations of the facility, the fire code official shall have the authority to accept an automatically activated emergency radio coverage system.

Chapter 6

Building Services and Systems

Chapter 6 BUILDING SERVICES AND SYSTEMS is adopted in its entirety as amended by the SFM.

Chapter 7

Fire and Smoke Protection Features

Chapter 7 FIRE AND SMOKE PROTECTION FEATURES is adopted in its entirety as amended by the SFM.

Chapter 8

Interior Finish, Decorative Materials and Furnishings

Chapter 8 INTERIOR FINISH, DECORATIVE MATERIALS AND FURNISHINGS is adopted in its entirety as amended by the SFM.

Chapter 9

Fire Protection and Life Safety Systems

Chapter 9 FIRE PROTECTION AND LIFE SAFETY SYSTEMS is adopted in its entirety as amended by the SFM with the following amendments:

Section 903.2 Where required is hereby revised as follows:

903.2 Where required. Approved automatic sprinkler systems in buildings and structures shall be provided when one of the following conditions exists:

1. **New buildings:** Notwithstanding any applicable provisions of Sections 903.2.1 through 903.2.21, an automatic sprinkler system shall also be installed in all occupancies when the total building area exceeds 5,000 square feet as defined in Section 202, regardless of fire areas or allowable area, or is more than two stories in height.

Exception: Subject to approval by the Fire Code Official, open parking garages in accordance with Section 406.5 of the California Building Code

that are smaller than the area specified in section 903.2.10 (3) or 903.2.10.1 of the California Fire Code.

2. **Existing Buildings:** Notwithstanding any applicable provisions of this code, an automatic sprinkler system shall be provided in an existing building when an addition occurs and one of the following conditions exists:

- 2.1. When an addition is 33% or more of the existing building area, and the resulting building area exceeds 5000 square feet.
- 2.2. When an addition exceeds 2000 square feet, and the resulting building area exceeds 5000 square feet.
- 2.3. An additional story is added above the second floor regardless of fire areas or allowable area.

Exception: Additions to Group R-3 occupancies shall comply with Section 903.2.8 (2).

Section 903.2.8 Group R is hereby revised as follows:

903.2.8 Group R. An automatic sprinkler system installed in accordance with Section 903.3 shall be provided throughout all buildings with a Group R fire area as follows:

1. **New Buildings:** An automatic sprinkler system shall be installed throughout all new buildings.
2. **Existing R-3 Buildings:** An automatic sprinkler system shall be installed throughout when one of the following conditions exists:
 - 2.1. When an addition is 33% or more of the existing building area and the resulting building area exceeds 5,000 square feet as defined in Section 202.
 - 2.2. An addition when the existing building is already provided with automatic sprinklers.
 - 2.3. When an existing Group R Occupancy is being substantially renovated, and where the scope of the renovation is such that the Building Code Official determines that the complexity of installing a sprinkler system would be similar as in a new building.

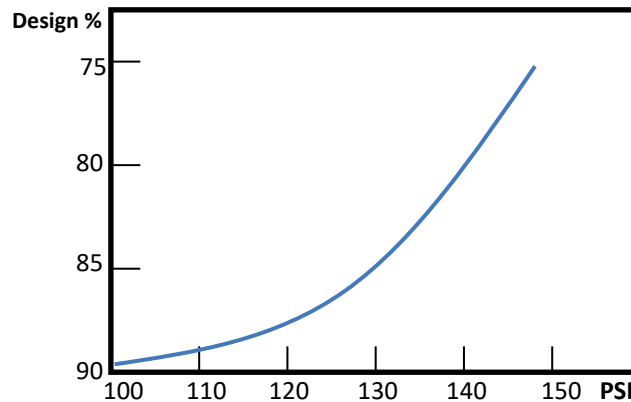
The exceptions in this section remain unchanged.

Section 903.3.5.3 Hydraulically calculated systems is hereby added as follows:

903.3.5.3 Hydraulically calculated systems. The design of hydraulically calculated sprinkler systems shall not exceed 90% of the water supply capacity.

Exception: *When static pressure exceeds 100 psi, and when required by the fire code official, the sprinkler system shall not exceed the water supply capacity specified by Table 903.3.5.3.*

TABLE 903.3.5.3
Hydraulically Calculated Systems



Chapter 10

Means of Egress

Chapter 10 MEANS OF EGRESS is adopted in its entirety as amended by the SFM.

Chapter 11

Construction Requirements for Existing Buildings

Chapter 11 CONSTRUCTION REQUIREMENTS FOR EXISTING BUILDINGS is adopted in only those sections and subsections adopted by the SFM.

Chapter 12

Energy Systems

Chapter 12 ENERGY SYSTEMS is adopted in its entirety as amended by the SFM.

Chapter 20

Aviation Facilities

Chapter 20 AVIATION FACILITIES is adopted in its entirety.

Chapter 21
Dry Cleaning

Chapter 21 DRY CLEANING is adopted in its entirety as amended by the SFM.

Chapter 22
Combustible Dust-Producing Operations

Chapter 22 COMBUSTIBLE DUST-PRODUCING OPERATIONS is adopted in its entirety.

Chapter 23
Motor Fuel-Dispensing Facilities and Repair Garages

Chapter 23 MOTOR FUEL-DISPENSING FACILITIES AND REPAIR GARAGES is adopted in its entirety as amended by the SFM.

Chapter 24
Flammable Finishes

Chapter 24 FLAMMABLE FINISHES is adopted in its entirety as amended by the SFM.

Chapter 25
Fruit and Crop Ripening

Chapter 25 FRUIT AND CROP RIPENING is not adopted.

Chapter 26
Fumigation and Insecticidal Fogging

Chapter 26 FUMIGATION AND INSECTICIDAL FOGGING is not adopted.

Chapter 27
Semiconductor Fabrication Facilities

Chapter 27 SEMICONDUCTOR FABRICATION FACILITIES is adopted in its entirety.

Chapter 28

Lumber Yards and Agro-Industrial, Solid Biomass and Woodworking Facilities

Chapter 28 LUMBER YARDS AND AGRO-INDUSTRIAL, SOLID BIOMASS AND WOODWORKING FACILITIES is adopted in its entirety with the following amendments:

Section 2801.2 Permit is hereby revised as follows:

2801.2 Permit. Permits shall be required as set forth in Section 105.5. and 105.5.31.

Section 2808.2 Storage site is hereby revised as follows:

2808.2 Storage site. Storage sites shall be level and on solid ground, elevated soil lifts or other all-weather surface. Sites shall be thoroughly cleaned, and approval obtained from the fire code official before transferring products to the site.

Section 2808.3 Size of piles is hereby revised as follows:

2808.3 Size of piles. Piles shall not exceed 15 feet in height, 50 feet in width and 100 feet in length.

Exception: The fire code official is authorized to allow the pile size to be increased where a fire protection plan is provided for approval that includes, but is not limited to, the following:

1. Storage yard areas and materials-handling equipment selection, design and arrangement shall be based upon sound fire prevention and protection principles.
2. Factors that lead to spontaneous heating shall be identified in the plan, and control of the various factors shall be identified and implemented, including provisions for monitoring the internal condition of the pile.
3. The plan shall include means for early fire detection and reporting to the public fire department; and facilities needed by the fire department for fire extinguishment including a water supply and fire hydrants.
4. Fire apparatus access roads around the piles-and access roads to the top of the piles shall be established, identified, and maintained.
5. Regular yard inspections by trained personnel shall be included as part of an effective fire prevention maintenance program.

Additional fire protection called for in the plan shall be provided and shall be installed in accordance with this code. The increase of the pile size shall be based upon the capabilities of the installed fire protection system and features.

Section 2808.3.1 Increase in pile or stack size is hereby deleted in its entirety.

Section 2808.4 Pile separation is hereby revised as follows:

2808.4. Pile separation. Piles shall be separated from adjacent piles by a minimum distance of 20 feet. Additionally, piles shall have a minimum separation of 100 feet from combustible vegetation.

Section 2808.7 Pile fire protection is hereby revised as follows:

2808.7 Pile fire protection. Automatic sprinkler protection shall be provided in conveyor tunnels and combustible enclosures that pass under a pile. Combustible conveyor systems and enclosed conveyor systems shall be equipped with an approved automatic sprinkler system. Oscillating sprinklers with a sufficient projectile reach are required to maintain a 40% to 60% moisture content and wet down burning/smoldering areas.

Section 2808.9 Material-handling equipment is hereby revised as follows:

2808.9 Material-handling equipment. All material-handling equipment operated by an internal combustion engine shall be provided and maintained with an approved spark arrester. Approved material-handling equipment shall be available for moving wood chips, hogged material, wood fines and raw product during fire-fighting operations.

Section 2808.11 Temperature control is hereby added as follows:

2808.11 Temperature control. The temperature shall be monitored and maintained as specified in Sections 2808.11.1 and 2808.11.2.

Section 2808.11.1 Pile temperature control is hereby added as follows:

2808.11.1 Pile temperature control. Piles shall be rotated when internal temperature readings are in excess of 165 degrees Fahrenheit.

Section 2808.11.2 New material temperature control is hereby added as follows:

2808.11.2 New material temperature control. New loads delivered to the facility shall be inspected and tested at the facility entry prior to taking delivery. Material with temperature exceeding 165 degrees Fahrenheit shall not be accepted on the site. New loads shall comply with the requirements of this chapter and be monitored to verify that the temperature remains stable.

Section 2808.12 Water availability is hereby added as follows:

2808.12 Water availability. *Facilities with over 2500 cubic feet shall provide a water supply. The minimum fire flow shall be no less than 500 GPM @ 20 psi for a minimum of 1 hour duration for pile heights up to 6 feet and 2-hour duration for pile heights over 6 feet. If there is no water purveyor, an alternate water supply with storage tank(s) shall be provided for fire suppression. The water supply tank(s) shall provide a minimum capacity of 2500 gallons per pile (maximum 30,000 gallons) for piles not exceeding 6 feet in height and 5000 gallons per pile (maximum 60,000) for piles exceeding 6 feet in height. Water tank(s) shall not be used for any other purpose unless the required fire flow is left in reserve within the tank at all times. An approved method shall be provided to maintain the required amount of water within the tank(s).*

Section 2808.13 Tipping areas is hereby added as follows:

2808.13 Tipping areas shall comply with the following:

1. Tipping areas shall not exceed a maximum area of 50 feet by 50 feet.
2. Material within a tipping area shall not exceed 5 feet in height at any time.
3. Tipping areas shall be separated from all piles by a 20-foot-wide fire access lane.
4. A fire hydrant or approved fire water supply outlet shall be located within 150 feet of all points along the perimeter of the tipping area.
5. All material within a tipping area shall be processed within 5 days of receipt.

Section 2808.14 Emergency contact is hereby added as follows:

2808.14 Emergency contact. *The contact information of a responsible person or persons shall be provided to the Fire Department and shall be posted at the entrance to the facility for responding units. The responsible party should be available to respond to the business in an emergency situation.*

Section 2808.15 Maximum grid of piles and rows is hereby added as follows:

2808.15 Maximum grid of piles and rows. *Rows of Piles shall not exceed 500 feet by 500 feet. Grids shall be separated by a minimum 50-foot clear space used for no other purpose.*

2808.16 Push-out / clear area is hereby added as follows:

2808.16 Push-out / clear area. *Piles exceeding 20 cubic yards shall be provided with push-out areas. Push-out areas shall be maintained clear at all times to allow*

for the largest pile to be spread out to a depth of 2 feet in height. Push-out areas shall be located within 250 feet of all edges of any pile and shall be located a minimum of 20 feet from any building.

Chapter 29

Manufacture of Organic Coatings

Chapter 29 MANUFACTURE OF ORGANIC COATINGS is adopted in its entirety.

Chapter 30

Industrial Ovens

Chapter 30 INDUSTRIAL OVENS is adopted in its entirety.

Chapter 31

Tents, Temporary Special Event Structures and Other Membrane Structures

Chapter 31 TENTS, TEMPORARY SPECIAL EVENT STRUCTURES AND OTHER MEMBRANE STRUCTURES is adopted in its entirety as amended by the SFM.

Chapter 32

High-Piled Combustible Storage

Chapter 32 HIGH-PILED COMBUSTIBLE STORAGE is adopted in its entirety as amended by the SFM.

Chapter 33

Fire Safety During Construction and Demolition

Chapter 33 FIRE SAFETY DURING CONSTRUCTION AND DEMOLITION is adopted in its entirety as amended by SFM.

Chapter 34

Tire Rebuilding and Tire Storage

Chapter 34 TIRE REBUILDING AND TIRE STORAGE is adopted in its entirety as amended by the SFM.

Chapter 35

Welding and Other Hot Work

Chapter 35 WELDING AND OTHER HOT WORK is adopted in its entirety.

Chapter 36

Marinas

Chapter 36 MARINAS is adopted in its entirety.

Chapter 37

Combustible Fibers

Chapter 37 COMBUSTIBLE FIBERS is adopted in its entirety.

Chapter 39

Processing and Extraction Facilities

Chapter 39 PROCESSING AND EXTRACTION FACILITIES is adopted in its entirety.

Chapter 40

Storage of Distilled Spirits and Wines

Chapter 40 STORAGE OF DISTILLED SPIRITS AND WINES is adopted in its entirety.

Chapter 48

Motion Picture and Television Production Studio Sound Stages, Approved Production Facilities and Production Locations

Chapter 48 MOTION PICTURE AND TELEVISION PRODUCTION STUDIO SOUND STAGES, APPROVED PRODUCTION FACILITIES AND PRODUCTION LOCATIONS is adopted in its entirety.

Chapter 50

Hazardous Materials – General Provisions

Chapter 50 HAZARDOUS MATERIALS – GENERAL PROVISIONS is adopted in its entirety as amended by the SFM with the following amendments:

Section 5001.5.2 Hazardous Materials Inventory Statement (HMIS) is hereby revised as follows:

5001.5.2 Hazardous Materials Inventory Statement (HMIS). Where required by the fire code official, an application for a permit shall follow OCFA Guideline G-04 “Completion of the Chemical Classification”, which shall be completed and approved prior to approval of plans, and/or the storage, use or handling of chemicals on the premises.

Section 5003.1.1.1 Extremely hazardous substances is hereby added as follows:

5003.1.1.1 Extremely hazardous substances. No person shall use or store any amount of extremely hazardous substances (EHS) in excess of the disclosable amounts (see Health and Safety Code Section 25500 et al) in a residential zoned or any residentially developed property.

Chapter 51

Aerosols

Chapter 51 AEROSOLS is adopted in its entirety.

Chapter 53

Compressed Gases

Chapter 53 COMPRESSED GASES is adopted in its entirety.

Chapter 54

Corrosive Materials

Chapter 54 CORROSIVE MATERIALS is adopted in its entirety as amended by the SFM.

Chapter 55

Cryogenic Fluids

Chapter 55 CRYOGENIC FLUIDS is adopted in its entirety.

Chapter 56

Explosives and Fireworks

Chapter 56 EXPLOSIVES AND FIREWORKS is adopted in its entirety as amended by the SFM with the following amendments:

Section 5608.2 Firing is hereby added as follows:

5608.2 Firing. *All fireworks display, regardless of mortar, device, or shell size, shall be electrically fired.*

Section 5608.3 Application for permit is hereby added as follows:

Section 5608.3 Application for permit. *A diagram of the grounds on which the display is to be held showing the point at which the fireworks are to be discharged, the fallout area based on 100 feet per inch of shell size, the location of all buildings, roads, and other means of transportation, the lines behind which the audience will be restrained, the location of all nearby trees, telegraph or telephone line, or other overhead obstructions shall be provided to OCFA.*

Chapter 57

Flammable and Combustible Liquids

Chapter 57 FLAMMABLE AND COMBUSTIBLE LIQUIDS is adopted in its entirety as amended by the SFM.

Chapter 58

Flammable Gases and Flammable Cryogenic Fluids

Chapter 58 FLAMMABLE GASES AND FLAMMABLE CRYOGENIC FLUIDS is adopted in its entirety as amended by the SFM.

Chapter 59

Flammable Solids

Chapter 59 FLAMMABLE SOLIDS is adopted in its entirety.

Chapter 60

Highly Toxic and Toxic Materials

Chapter 60 HIGHLY TOXIC AND TOXIC MATERIALS is adopted in its entirety.

Chapter 61

Liquefied Petroleum Gases

Chapter 61 LIQUEFIED PETROLEUM GASES is adopted in its entirety.

Chapter 62

Organic Peroxides

Chapter 62 ORGANIC PEROXIDES is adopted in its entirety.

Chapter 63

Oxidizers, Oxidizing Gases and Oxidizing Cryogenic Fluids

Chapter 63 OXIDIZERS, OXIDIZING GASES AND OXIDIZING CRYOGENIC FLUIDS is adopted in its entirety.

Chapter 64

Pyrophoric Materials

Chapter 64 PYROPHORIC MATERIALS is adopted in its entirety.

Chapter 65

Pyroxylin (Cellulose Nitrate) Plastics

Chapter 65 PYROXYLIN (CELLULOSE NITRATE) PLASTICS is adopted in its entirety.

Chapter 66

Unstable (Reactive) Materials

Chapter 66 UNSTABLE (REACTIVE) MATERIALS is adopted in its entirety.

Chapter 67

Water-Reactive Solids and Liquids

Chapter 67 WATER-REACTIVE SOLIDS AND LIQUIDS is adopted in its entirety.

Chapter 80

Referenced Standards

Chapter 80 REFERENCED STANDARDS is adopted in its entirety as amended by the SFM with the following amendments:

NFPA 13, 2025 Edition, Standard for the Installation of Sprinkler Systems is hereby amended as follows:

Section 9.2.1.7 is hereby revised as follows:

9.2.1.7 Concealed spaces filled with noncombustible insulation shall not require sprinkler protection when approved by the fire code official.

Section 9.4.3.1 is hereby revised as follows:

9.4.3.1 When fire sprinkler systems are installed in shell buildings of undetermined use (Spec Buildings) other than warehouses (S occupancies), fire sprinklers of the quick-response type shall be used. Use is considered undetermined if a specific tenant/occupant is not identified at the time the fire sprinkler plan is submitted.

Sprinklers in light hazard occupancies shall be one of the following:

- (1) Quick-response type as defined in 3.3.223.4.16
- (2) Residential sprinklers in accordance with the requirements of Chapter 12
- (3) Quick-response CMSA sprinklers
- (4) ESFR sprinklers
- (5) Standard-response sprinklers used for modifications or additions to existing light hazard systems equipped with standard-response sprinklers.
- (6) Standard-response sprinklers used where individual standard-response sprinklers are replaced in existing light hazard systems

Section 16.12.3.3 is hereby revised as follows:

16.12.3.3 Fire department connections (*FDC*) shall be of an approved type. The location shall be approved and be no more than 150 feet from a public hydrant. The FDC may be located within 150 feet of a private fire hydrant when approved by the fire code official. The size of piping and the number of 2½" inlets shall be approved by the fire code official. If acceptable to the water authority, it may be installed on the backflow assembly. Fire department inlet connections shall be painted OSHA safety red or as approved. When the fire sprinkler density design requires more than 500 gpm (including inside hose stream demand), or a standpipe system is included, four 2½" inlets shall be provided.

NFPA 13D 2025 Edition, Standard for the Installation of Sprinkler Systems in One- and Two-Family Dwellings and Manufactured Homes is hereby amended as follows:

Section 7.1.2 is hereby revised as follows:

7.1.2 The sprinkler system piping shall not have separate control valves installed unless supervised by a central station, proprietary, or remote station alarm service.

NFPA 24, 2025 Edition, Standard for the Installation of Private Fire Service Mains and Their Appurtenances is hereby amended as follows:

Section 6.2.8.1 is hereby added as follows:

6.2.8.1 All indicating valves controlling fire suppression water supplies shall be painted OSHA red.

Exceptions:

- (1) **Brass or bronze valves on sprinkler risers mounted to the exterior of the building may be left unpainted.**
- (2) **Where OS&Y valves on the detector check assembly are the only control valves, at least one OS&Y valve shall be painted red.**

Section 6.2.9 is hereby revised as follows:

All connections to private fire service mains for fire protection systems shall be arranged in accordance with one of the following so that they can be isolated:

- (1) A post indicator valve installed not less than 40 ft (12 m) from the building
 - (a) For buildings less than 40 ft (12 m) in height, a post indicator valve shall be permitted to be installed closer than 40 ft (12 m) but at least as far from the building as the height of the wall facing the post indicator valve.
 - (b) Post indicating valves shall be allowed to be closer than 40 ft (12 m) to the building when a property line or other physical barriers make it impossible to have a post indicating valve 40 ft (12m) away.
 - (c) Post indicating valves shall be allowed to be closer than 40 ft (12 m) to the building when building driveway or fire access roadways or other building traffic make it impractical to be 40 ft (12 m).
- (2) A wall post indicator valve on risers located within the building, either a nonrising stem gate valve with a wall post indicator or a listed butterfly valve with an indicating handle extending out through the building wall.
- (3) A backflow preventer with at least one indicating valve not less than 40 ft (12 m) from the building
 - (a) For buildings less than 40 ft (12 m) in height, a backflow preventer with at least one indicating valve shall be permitted to be installed closer than 40 ft (12 m) but at least as far from the building as the height of the wall facing the backflow preventer.
 - (b) Backflow preventer valves shall be allowed to be closer than 40 ft (12 m) to the building when a property line or other physical barriers make it impossible to have a backflow preventer valve 40 ft (12 m) away.

- (c) Backflow preventer valves shall be allowed to be closer than 40 ft (12 m) to the building when building driveway or fire access roadways or other building traffic make it impractical to be 40 ft (12 m).
- (4) Indicating control valves installed in a fire-rated room accessible from the exterior
- (5) Indicating control valves in a fire-rated stair enclosure accessible from the exterior as permitted by the AHJ
- (6) Any other valve type or location as permitted by the AHJ

Section 10.1.5 is hereby added as follows:

10.1.5 All ferrous pipe and joints shall be polyethylene encased per AWWA C150, Method A, B, or C. All fittings shall be protected with a loose 8-mil polyethylene tube or sheet. The ends of the tube or sheet shall extend past the joint by a minimum of 12 inches and be sealed with 2-inch-wide tape approved for underground use. Galvanizing does not meet the requirements of this section.

Exception: 304 or 316 Stainless Steel pipe and fittings

Section 10.4.1.1 is hereby revised as follows:

10.4.1.1 All bolted joint accessories shall be cleaned and thoroughly coated with asphalt, bituminous, or other corrosion-retarding material after installation.

Exception: Bolted joint accessories made from 304 or 316 stainless steel.

Section 10.4.1.1.1 is hereby added as follows:

10.4.1.1.1 All bolts used in pipe-joint assembly shall be 316 stainless steel.

Section 10.4.3.2 is hereby deleted and replaced as follows:

10.4.3.2 Where fire service mains enter the building adjacent to the foundation, the pipe may run under a building to a maximum of 24 inches, as measured from the interior face of the exterior wall to the center of the vertical pipe. The pipe under the building or building foundation shall be 304 or 316 stainless steel and shall not contain mechanical joints or it shall comply with 10.4.3.2.1 through 10.4.3.2.4.

Appendices

Appendix A is not adopted.

Appendix B is adopted in its entirety as amended by the SFM.

Appendix BB is adopted in its entirety.

Appendix C is adopted in its entirety as amended by the SFM.

Appendix CC is adopted in its entirety.

Appendix D is not adopted.

Appendix E is not adopted.

Appendix F is not adopted.

Appendix G is not adopted.

Appendix H is adopted in its entirety.

Appendix I is not adopted.

Appendix J is not adopted.

Appendix K is not adopted.

Appendix L is not adopted.

Appendix M is not adopted.

Appendix N is not adopted.

Appendix O is not adopted.

Appendix P is not adopted.

2025 CALIFORNIA FIRE CODE LOCAL AMENDMENT FINDINGS

I. Climatic Conditions

- A. Orange County is located in a semi-arid Mediterranean type climate. It annually experiences extended periods of high temperatures with little or no precipitation. Hot, dry (Santa Ana) winds, which may reach speeds of 70 M.P.H. or greater, are also common to the area. These climatic conditions cause extreme drying of vegetation and common building materials. Frequent periods of drought and low humidity add to the fire danger. This predisposes the area to large destructive fires (conflagration). In addition to directly damaging or destroying buildings, these fires are also prone to disrupt utility services throughout the County. Obstacles generated by a strong wind, such as fallen trees, street lights and utility poles will greatly impact the response time to reach an incident scene.
- B. The climate alternates between extended periods of drought and brief flooding conditions. Flood conditions may affect the Orange County Fire Authority's ability to respond to a fire or emergency condition. Floods also disrupt utility services to buildings and facilities within the County.
- C. Water demand in this densely populated area far exceeds the quantity supplied by natural precipitation; and although the population continues to grow, the already-taxed water supply does not. Due to storage capacities and consumption, and a limited amount of rainfall future water allocation is not fully dependable. This necessitates the need for additional and on-site fire protection features.
- D. These dry climatic conditions and winds contribute to the rapid spread of even small fires originating in high-density housing or vegetation. These fires spread very quickly and create a need for increased levels of fire protection. The added protection of fire sprinkler systems and other fire protection features will supplement normal fire department response by providing immediate protection for the building occupants and by containing and controlling the fire spread to the area of origin. Fire sprinkler systems will also reduce the use of water for firefighting by as much as 50 to 75 percent.

II. Topographical conditions

- A. Natural; slopes of 15 percent or greater generally occur throughout the foothills of Orange County. The elevation change caused by the hills creates the geological foundation on which communities with Orange County is built and will continue to build. With much of the populated flatlands already built upon, future growth will occur on steeper slopes and with greater constraints in terrain.
- B. Traffic and circulation congestion is an artificially created, obstructive topographical condition, which is common throughout Orange County.
- C. These topographical conditions combine to create a situation that places fire department response time to fire occurrences at risk and makes it necessary to provide automatic on-site fire-extinguishing systems and other protection measures to protect occupants and property.

III. Geological Conditions

The Orange County region is a densely populated area that has buildings constructed over and near a vast and complex network of faults that are believed to be capable of producing future earthquakes similar or greater in size than the 1994 Northridge and the 1971 Sylmar earthquakes. Earthquake faults run along the northeast and southwest boundaries of Orange County. The Newport-Inglewood Fault, located within Orange County was the source of the destructive 1933 Long Beach earthquake (6.3 magnitude) which took 120 lives and damaged buildings in an area from Laguna Beach to Marina Del Rey to Whittier. In December 1989, another earthquake occurred in the jurisdiction of Irvine at an unknown fault line. Regional planning for reoccurrence of earthquakes is recommended by the state of California, Department of Conservation.

- A. Previous earthquakes have been accompanied by disruption of traffic flow and fires. A severe seismic event has the potential to negatively impact any rescue or fire suppression activities because it is likely to create obstacles similar to those indicated under the high wind section above. The October 17, 1989, Santa Cruz earthquake resulted in one major fire in the Marina District (San Francisco). When combined with the 34 other fires locally and over 500 responses, the department was taxed to its fullest capabilities. The Marina fire was difficult to contain because mains supplying water to the district burst during the earthquake. This situation creates the need for both additional fire protection and automatic on-site fire protection for building occupants. State Department of Conservation noted in their 1988 report (Planning Scenario on a Major Earthquake on the Newport-Inglewood Fault Zone, page 59), "unfortunately, barely meeting the minimum earthquake standards of building codes places a building on the verge of being legally unsafe."
- B. Road circulation features located throughout the County also make amendments reasonably necessary. Located through the County are major roadways, highways and flood control channels that create barriers and slow response times. Hills, slopes, street and storm drain design, accompanied by occasional heavy rainfall, causes roadway flooding and landslides and at times may make an emergency access route impassable. There are areas in Orange County that naturally have extended emergency response times that exceed the 5 minute goal.
- C. Soils throughout the County possess corrosive properties that reduce the expected usable life of water services when metallic pipes are in contact with soils.

Due to the topographical conditions of sprawling development separated by waterways and narrow and congested streets and the expected infrastructure damage inherent in seismic zones described above, it is prudent to rely on automatic fire sprinkler systems to mitigate extended fire department response time and keep fires manageable with reduced fire flow (water) resources available for a given structure. Additional fire protection is also justified to match the current resources of firefighting equipment and personnel within the Orange County Fire Authority.

**2025 CALIFORNIA FIRE CODE
AMENDMENT FINDINGS LEGEND**

CODE SECTION	TITLE (Clarification)	FINDINGS
112.4	Violation penalties	Administrative
112.4.2	Infraction and misdemeanor	Administrative
202	General definitions	Administrative
304.1.2	OCFA vegetation management	I
305.6	Hazardous conditions (outdoor fires)	I & II
305.7	Disposal of rubbish	I & II
307	Open burning, recreational fires, fire pits, fire rings, and outdoor fireplaces	Administrative
307.6	Outdoor fireplaces, fire pits, fire rings	Administrative
307.6.1	Gas-fueled devices (outdoor fires)	I & II
307.6.2	Devices using wood or fuels other than natural gas or LPG	I & II
307.6.2.1	Where prohibited (burning of solid fuels)	I & II
324.1	Fuel modification requirements for new construction	I
325.1	Clearance of brush or vegetation growth from roadways	I
326.1	Unusual circumstances (vegetation management)	Administrative
327.1	Use of equipment (IC engines and spark arresters)	I
327.2	Use of equipment and devices generating heat, sparks or open flames	I
327.3	Spark arresters	I
407.5	Hazardous material inventory statement	I & II
501.1	Scope (fire service features)	Administrative, I, II & III
510.1	Emergency responder radio coverage	Administrative
903.2	Where required (sprinklers)	I, II & III
903.2.8	Group R (sprinklers)	I, II & III
903.3.5.3	Hydraulically calculated systems	I, II & III
2801.2	Permit (biomass storage and handling)	Administrative
2808.2	Storage site	Administrative
2808.3	Size of piles	I
2808.4	Pile separation	I
2808.7	Pile fire protection	I
2808.9	Material-handling equipment	I
2808.11	Temperature control	I
2808.11.1	Pile temperature control	I
2808.11.2	New material temperature control	I
2808.12	Water availability (for piles)	I
2808.13	Tipping area	I
2808.14	Emergency contact information	Administrative
2808.15	Maximum grid of piles and rows	Administrative, I
2808.16	Push-out / clear area	Administrative, I
5001.5.2	Hazardous materials inventory statement	Administrative
5003.1.1.1	Extremely hazardous substances	I, II & III
5608.2	Firing (commercial fireworks)	Administrative
5608.3	Application for permit (commercial fireworks)	Administrative

Chapter 80	Reference Standards	N/A
	2025 NFPA 13 (commercial sprinkler systems)	Administrative, II & III
	2025 NFPA 13D (single family sprinkler systems)	I & II
	2025 NFPA 24 (underground water supply systems)	Administrative & III