AMENDED AGENDA

REGULAR MEETING
CYPRESS CITY COUNCIL
June 12, 2023
5:00 P.M. - Closed Session
6:00 P.M. - General Session

www.cypressca.org

5275 Orange Avenue
Cypress, California

Interested in speaking to the City Council? Information about participating in the City Council meeting appears at the end of the agenda.

AGENDA AMENDMENTS

- Agenda Item No. 1 - Submitted public comments attached to report.
- Agenda Item No. 8 - Report updated to correct typographical error.

CALL TO ORDER

5:00 P.M.
Executive Board Room

ROLL CALL

Cypress City Council, also acting as the Ex-Officio Governing Board of Directors of the Cypress Recreation and Park District

Mayor Anne Hertz-Mallari
Mayor Pro Tem Scott Minikus
Council Member David Burke
Council Member Frances Marquez
Council Member Bonnie Peat

ORAL COMMUNICATIONS ON CLOSED SESSION / WORKSHOP ITEMS (Limited to 30 minutes - three minutes per speaker. The City Council may adjust the time allotted per speaker.)

The public may address the City Council on Closed Session/Workshop items prior to any action taken. Although Council Members may provide brief responses, the City Council may not engage in a discussion with members of the public during the meeting. Please complete a Speaker's Card to address the City Council in-person. Members of the public are encouraged to communicate with the City Council via email at adm@cypressca.org or by calling 714-229-6699.

CLOSED SESSION

CONFERENCE WITH REAL PROPERTY NEGOTIATOR
Pursuant to Government Code Section 54956.8
Property: 6612 Cerritos Avenue, Cypress (APN 134-442-20)
Agency Negotiator: Peter Grant, City Manager
Negotiating Parties: Thoma and Irene Baroldi Family Trust/Irene Baroldi Survivors Trust
Under Negotiation: Price and terms of potential acquisition

CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Pursuant to Government Code Section 54956.9(d)(1)
Southwest Voter Registration Education Project v. City of Cypress
Case No. 30-2022-01270865-CU-CR-CJC
Orange County Superior Court

RECONVENE
6:00 P.M.
Council Chambers

ROLL CALL
Cypress City Council, also acting as the Ex-Officio Governing Board of Directors of the Cypress Recreation and Park District

Mayor Anne Hertz-Mallari
Mayor Pro Tem Scott Minikus
Council Member David Burke
Council Member Frances Marquez
Council Member Bonnie Peat

INVOCATION St. Irenaeus Catholic Church

PLEDGE OF ALLEGIANCE

REPORT OF CLOSED SESSION / WORKSHOP
City Manager/City Attorney

PRESENTATIONS

OC Mosquito and Vector Control District Presentation

Cypress High School Athletic Field Update

Recognition of Citizen Academy Graduates

Recognition of Recreation Specialist Vanessa Banuelos

ORAL COMMUNICATIONS ON AGENDA ITEMS (Three minutes per speaker. The City Council may adjust the time allotted per speaker.)

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CONSENT CALENDAR

All matters listed on the Consent Calendar are to be approved with one motion unless a Council Member requests separate action on a specific item.

1. **Receive and File Public Comments Submitted for the June 12, 2023 City Council Meeting**

   Prepared by: Alisha Farnell, City Clerk

   Recommendation: Receive and file submitted public comments.

2. **Introduce and/or Adopt All Ordinances and Resolutions Presented for Consideration by Title Only and to Waive Further Reading**

3. **Approve Minutes - Meetings of April 24, 2023, May 8, 2023 and May 22, 2023**

   Prepared by: Alisha Farnell, City Clerk

   Recommendation: Approve as submitted.

4. **Approve Participation in the Urban County CDBG and Home Programs for Fiscal Years 2024-27 and Accept the Award of Fiscal Year 2023-24 CDBG Funds**

   Prepared by: Alicia Velasco, Planning Director

   Recommendation:

   1. Adopt the Resolution accepting the award of CDBG funds for Fiscal Year 2023-24; and

   2. Adopt the Resolution confirming Cypress' continued participation in the Urban County CDBG and Home Programs for Fiscal Years 2024-27; and

   3. Approve Amendment Six to the Cooperative Agreement and CDBG agreements.

5. Adopt the Fiscal Year 2023-24 Appropriations Limit

Prepared by: Matt Burton, Director of Finance and Administrative Services

Recommendation: Adopt a Resolution establishing the City's Fiscal Year 2023-24 appropriations limit.

6. Adopt the Cypress Recreation and Park District's Fiscal Year 2023-24 Appropriations Limit

Prepared by: Matt Burton, Director of Finance and Administrative Services

Recommendation: Adopt a Resolution establishing the Cypress Recreation and Park District's Fiscal Year 2023-24 appropriations limit.

7. Adopt Annual Statement of Investment Policy

Prepared by: Matt Burton, Director of Finance and Administrative Services

Recommendation: Adopt a Resolution approving the Annual Statement of Investment Policy.

8. Receive and File the Five-Year Technology Master Plan

Prepared by: Matt Burton, Director of Finance and Administrative Services

Recommendation: Receive and file the Five-Year Technology Master Plan for FY 2023-24 through FY 2027-28.

9. Receive and File the FY 2023-24 Master Fee Schedule

Prepared by: Matt Burton, Director of Finance and Administrative Services

Recommendation: Receive and file the updated FY 2023-24 Master Fee Schedule which incorporates annual cost-of-living adjustments for City and Park District user fees.

10. Appoint City Commissioners

Prepared by: Alisha Farnell, City Clerk

Recommendation: Appoint Commissioners to the Recreation and Community Services, Senior Citizens, and Traffic Commissions.

11. Receive an Update on the Strategic Plan Six-Month Objectives

Prepared by: Peter Grant, City Manager

Recommendation: Receive an update on the Strategic Plan six-month objectives.

12. Approve Plans and Specifications and Award Contracts for Arterial Street Rehabilitation, Project 346

Prepared by: Doug Dancs, Director of Public Works

Recommendation:

1. Approve Plans and Specifications for Arterial Street Rehabilitation, Project 346; and

2. Award a contract to Palp, Inc. DBA Excel Paving Company, for $296,753, and authorize a contingency of $45,000; and

3. Approve a Task Order for Construction Inspection Services to Ardurra Group Inc., for $50,295 and authorize a contingency of $5,000.

13. Approve Plans and Specifications and Award a Contract for Police Department Access Gate Replacements, Project 322

Prepared by: Doug Dancs, Director of Public Works

Recommendation:

1. Approve Plan and Specifications for Police Department Access Gate Replacements, Project 322; and

2. Award a contract to R&S Overhead Doors of So Cal, Inc. for $63,694, and authorize a contingency of $9,550.

14. Award Contracts for Senior Center Interior Improvements, Project 290

Prepared by: Doug Dancs, Director of Public Works

Recommendation:

1. Award a contract to Genesis Builders, Inc. DBA K2 Painting, for $898,000, and authorize a contingency of $135,000; and

2. Approve a Task Order for Construction Inspection Services to Ardurra Group Inc., for $110,090, and authorize a contingency of $22,000; and

3. Approve a $720,290 appropriation increase in the Recreation and Park District General Fund for the Senior Center Interior Improvements, Project 290.

15. Approve an Agreement with Lisa Wise Consulting, Inc. for an Inclusionary Housing Feasibility and Fee Modification Study

Prepared by: Alicia Velasco, Planning Director

Recommendation: Approve a contract services agreement with Lisa Wise Consulting, Inc. for an Inclusionary Housing Feasibility and Fee Modification Study in the amount of $60,480 and authorize a 15% contingency of $9,072.

16. Accept the Concrete Rehabilitation, Project 319

Prepared by: Doug Dancs, Director of Public Works

Recommendation:

1. Accept the Concrete Rehabilitation, Project 319, in the amount of $259,216 and approve the final payment of $12,960.80 to CT&T Concrete Paving Inc.; and

2. Authorize the City Engineer to file a Notice of Completion with the County Recorder.

17. Receive and File the Investment Report for the Month Ended April 30, 2023

Prepared by: Matt Burton, Director of Finance and Administrative Services

Recommendation: Receive and file the attached investment report.

18. Receive and File Register of Warrants, Transfers, and Wires Issued for the Period of April 8, 2023 through May 5, 2023

Prepared by: Matt Burton, Director of Finance and Administrative Services

Recommendation: Receive and file the attached payment register summarized below for the period of April 8, 2023 through May 5, 2023:

- Electronic Funds Transfers 12930 through 13093
- Warrants 62157 through 62364
- Payroll Transfers W1500 through W1501

PUBLIC HEARINGS (Three minutes per speaker)

The public may address the City Council on public hearing items prior to any action taken. Although Council Members may provide brief responses, the City Council may not engage in a discussion with members of the public during the meeting. Please complete a Speaker's Card to address the City Council in-person. Please follow the instructions at the end of the agenda and wait for the Mayor/City Clerk to call on you to address the City Council virtually. Speakers providing in-person comments will be called first.

Council Members should disclose communications with anyone relevant to a Public Hearing item.

19. Approve Specific Plan Amendment No. 2023-01 and Site Plan Review No. 2023-01 for an Addition to an Existing Building at 10900 Walker Street

Prepared by: Alicia Velasco, Planning Director

Recommendation:

1. Introduce for first reading an Ordinance approving Specific Plan Amendment No. 2023-01 to the McDonnell Center Specific Plan; and

2. Adopt a Resolution approving Site Plan Review No. 2023-01; and

3. Confirm the project is exempt from California Environmental Quality Act requirements.

NEW BUSINESS

20. Adopt the Fiscal Year 2023-24 Budget for the City of Cypress and the Cypress Recreation and Park District

Prepared by: Matt Burton, Director of Finance and Administrative Services

Recommendation:

1. Adopt a Resolution approving the Fiscal Year 2023-24 City Budget; and

2. Adopt a Resolution approving the Fiscal Year 2023-24 Recreation and Park District Budget.

21. Adopt the Seven-Year (FY 2023-24 to FY 2029-30) Capital Improvement Program

Prepared by: Doug Dancs, Director of Public Works

Recommendation:

1. Determine the Capital Improvement Program is consistent with the General Plan; and

2. Confirm various projects are exempt from California Environmental Quality Act Exemptions requirements; and

3. Adopt a Resolution approving the Seven-Year CIP for FY 2023-24 to FY 2029-30; and

4. Adopt a Resolution updating the Public Works contract award thresholds.

22. Adopt a Resolution Declaring City-owned Property at 5732 Lincoln Avenue Surplus, Authorizing Offering it to Housing Sponsors for Purchase Pursuant to the Surplus Land Act, and Finding These Activities Exempt from CEQA

Prepared by: Alicia Velasco, Planning Director

Recommendation: Adopt a Resolution declaring the City-owned property at 5732 Lincoln Avenue surplus, authorizing offers for purchase pursuant to the Surplus Land Act, and finding these activities exempt from CEQA.

ITEMS REMOVED FROM CONSENT CALENDAR

ORAL COMMUNICATIONS ON ITEMS NOT ON THE AGENDA (Three minutes per speaker. The City Council may adjust the time allotted per speaker.)

The public may address the City Council on any item within the subject matter jurisdiction of the City Council. Although Council Members may provide brief responses, the City Council may not discuss nor take action on items that are not on the agenda. Please complete a Speaker's Card to address the City Council in-person. Please follow the instructions at the end of the agenda and wait for the Mayor/City Clerk to call on you to address the City Council virtually. Speakers providing in-person comments will be called first. Members of the public are encouraged to communicate with the City Council via email at adm@cypressca.org or by calling 714-229-6699.

COUNCIL MEMBER REPORTS FROM CITY-AFFILIATED BOARDS AND COMMITTEES AND REMARKS

COUNCIL MEMBER ITEMS FOR FUTURE CONSIDERATION

CITY MANAGER REMARKS

ADJOURNMENT - IN MEMORY OF RIVERSIDE COUNTY SHERIFF DEPUTY BRETT HARRIS

The next meeting will be an adjourned Regular Meeting, to be held on Monday, June 26, beginning at 5:30 p.m. in the Executive Board Room.

I hereby certify under penalty of perjury under the laws of the State of California, that the foregoing Agenda was posted on the City Hall bulletin board and City website not less than 72 hours prior to the meeting. Dated this 8th day of June, 2023.

_____

Alisha Farnell, City Clerk

PUBLIC PARTICIPATION

Members of the public can participate in the City Council meeting in the following ways:

1. Attend In-Person. First-come, first-served seating is available. All attendees must be free of any symptoms associated with contagious illnesses.

2. Attend Virtually via Webinar. Follow this link: **https://attendee.gotowebinar.com/register/4683611002778182237**. Advanced registration is recommended.

The public may address the City Council virtually during Oral Communications on Agenda Items/ Public Hearings/ Oral Communication on Items Not on the Agenda. Virtual participants must click the 'hand raise' button prior to the end of the first in-person speaker to indicate they wish to address the City Council. Upon clicking the 'hand raise' button, please unmute your microphone and wait for the Mayor/City Clerk to call on you.

 = Hand Raise  = Unmute

3. Submit Public Comments Prior to the Meeting. The public may submit comments via email to cityclerk@cypressca.org. Comments submitted by 3:00 p.m. on the day of the meeting will be added to the City Council agenda as a Consent Calendar item.

4. Watch the Meeting. The City Council meeting can be viewed on Spectrum Cable Channel 36 or on the City's website at **www.cypressca.org/watchlive**.

5. Listen to the Meeting. Listen-only teleconferencing is available by calling (562) 247-8321 and entering Access Code 703-657-379. No registration or audio pin is necessary.

INVOCATION POLICY

The City Council does not endorse the content of the invocation and does not endorse the invocational speaker's particular faith, belief and/or religious denomination. The City Council has an established neutral policy for selecting and scheduling invocational speakers. The City Council's policy on invocations is available from the City Clerk.

AMERICANS WITH DISABILITIES ACT

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 (714) 229-6685 at least 72 hours prior to the meeting to enable the City to make reasonable arrangements to assure accessibility to this meeting.

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **1.**

FROM: Alisha Farnell, City Clerk

DATE: 06/12/2023

SUBJECT: **Receive and File Public Comments Submitted for the June 12, 2023 City Council Meeting**

RECOMMENDATION

Receive and file submitted public comments.

BUDGET IMPACT

None.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Submitted Public Comments

From: Sara Bass
To: City Clerk
Subject: Submission for May 22 City Council Meeting
Date: Monday, May 22, 2023 11:22:41 AM

Hi,

I'd like to submit the following question to the city council to be addressed during tonight's council meeting:

Is there any conversation amongst city council regarding the proposal of a traffic signal at the intersection of Enterprise and Katella Ave.?

Thank you.

Best,
Sara

Good Evening,

My name is James E. Groff. I am a two-time alumnus of Gallaudet University in Washington, DC. I am DeafBlind and have ataxia. While not a resident of the city, I am a former student of the Honorable Councilwoman Frances Marquez. As someone whose brothers, maternal grandfather, and three great-grandfathers are/were veterans of the United States Armed Forces or in ROTC, and considering her father was also a veteran, it is heartbreaking and angering that her name was not even mentioned today during Memorial Day festivities.

Dr. Marquez and I do not always see eye-to-eye, since I am a Maverick Republican, but after having been her student and her friend for the past several years, I am astonished at the treatment she has received at the hands of her colleagues (as well as some racist treatment on the campaign trail). Especially from those of my own party. Though I live in Reston, Virginia now, I am originally from Jacksonville, Florida, and while my hometown Republicans and Democrats (both of whom are pro-troops) down there fight like cats and dogs on the issues sometimes, they never make it personal. That is a sacred line you do not cross in this game, and her colleagues have repeatedly crossed that line.

While we are famous for arguing with each other on specific issues (some of which I've changed on to a certain degree because of God placing her in my life as my professor), I can tell y'all right now that lady has a heart few in this business have. She is ethical about everything she does and is not afraid at all to point out corruption, even if it is another Democrat. This lady also gave me the best counsel of my own career in this game, sitting down with me for an hour before I began a Congressional internship with Congressman Joh. H. Rutherford (R-FL, 5). I ended up facilitating his appointment as GOP Co-Chairman of the Congressional Deaf Caucus and advising him on how to support the Kurdish militias fighting ISIS in the Middle East via the Congressman's role on the House Appropriations Committee. Had I not accepted her invitation to this meeting, I would likely have been fired before I had any success on the job. She cared that much about my career, and we are of opposite parties!

In closing, while I do not live out there and do not follow local affairs every single day, I know what's going on in Cypress, and it is unacceptable! Speaking as a Republican myself, I kindly but firmly ask her colleagues to KNOCK IT OFF in how they are treating her! I don't give a hoot if you can't agree on the issues, STOP treating her the way you are! I wish more public servants were like her. I hope and pray to God up above those of you treating her unfairly repent of your sins, accept Jesus Christ as Lord and Saviour, and transform your hearts so you do not have to be held accountable for these actions before the Creator on Judgement Day.

Sincerely,
Mr. James E. Groff, MPA

From:	Robin M. Itzler
To:	City Clerk
Cc:	Bonnie Peat; Scott Minikus; Anne Hertz-Mallari
Subject:	Comment re tonight"s city council meeting
Date:	Monday, June 12, 2023 1:27:20 PM

Dear Cypress City Council:

I will not be at tonight's city council meeting, but I hope the majority takes action to stop the drag show being planned at the Cypress Civic Center. Is this what Cypress has become now? A place where men who imagine they are women and dress in outlandish female clothes can perform on city public property? Giving a permit to those who believe in the trans movement to hold a picnic, as they are entitled to do, is vastly different from allowing a drag show to be held on **CITY property**.

Sincerely,

Robin Itzler
Larry Itzler
Cypress residents since 1978

From: Gloria Pfau
To: City Clerk
Subject: Drag Queen Show 6/17/2023 at 4pm
Date: Monday, June 12, 2023 1:59:20 PM

To Whom It May Concern,

The Drag Queen show planned for June 17, 2023 at 4pm on city property is inappropriate. This type activity needs to be done in an adult only environment.

From: Arlene Gellerman
To: City Clerk
Subject: Drag Queen Show
Date: Monday, June 12, 2023 2:13:44 PM

Dear Ms. Farnell,

Unfortunately, I am not able to attend tonight's City Council meeting. I have lived in my Cypress home for 55 years. I cannot believe what is happening to our wonderful city.

I am vehemently protesting the DRAG QUEEN SHOW that is planned for Saturday, June 17th. Please count this as my vote.

Arlene Gellerman
[redacted]
gleegee@aol.com

From: Becky Whitener
To: City Clerk
Subject: Drag Show?
Date: Monday, June 12, 2023 2:14:16 PM

Hello,

I live in Cypress and am extremely disappointed to hear there will be a Pride event with a Drag Queen show at our Civic Center. I am voicing my opinion that I am against this event entirely. I respect each person's sexual choice as their own but this is really putting it on display. VERY DISTURBING. This is a family community and I am appalled that our city is conforming to this trend. I've lived here for 15 years and love my community. I am very sad to know this is scheduled.

Becky Whitener
[redacted]
Cypress, CA 90630
[redacted]

From: Sancia D
To: City Clerk; Bonnie Peat; Scott Minikus; Anne Hertz-Mallari
Subject: Comment re: tonite's city council meeting
Date: Monday, June 12, 2023 2:17:23 PM

Dear Cypress City Council:

I will not be at tonight's city council meeting, but I hope the majority takes action to stop the drag show being planned at the Cypress Civic Center. Is this what Cypress has become now? A place where men who imagine they are women and dress in outlandish female clothes can perform on city public property? Giving a permit to those who believe in the trans movement to hold a picnic, as they are entitled to do, is vastly different from allowing a drag show to be held on **CITY property**.

Sincerely,

Sancia Duffy

Cypress resident for 23 years

--
I GoodSearch for Lily Sanctuary.

Raise money for your favorite charity or school just by searching the Internet or shopping online with GoodSearch - www.goodsearch.com - powered by Yahoo!

From: Cynthia Senteno
To: City Clerk
Subject: Drag Queen
Date: Monday, June 12, 2023 2:27:14 PM

To All this concerns, I am outraged that You would allow this disgusting thing to happen in Cypress! This is nothing but an attempt to groom children and make pedophilia exceptable! I live in Los Alamitos and do a lot of my shopping and eating at restaurants in Cypress, if this is the kind of thing you stand with I will definitely NOT be shopping or eating at the restaurants in Cypress. You should be removed from your positions and NEVER hold a position in government, as a counsel member or any other position that would allow you to do this despicable thing. Grooming CHILDREN !!!! STOP THIS NOW!!!! Sincerely Cynthia Senteno
Sent from my iPhone

From: Steve Amundson
To: City Clerk
Subject: June 17 Drag Show
Date: Monday, June 12, 2023 2:29:44 PM

I am unable to make y the meeting tonight so I wanted to send you my opinion.
I find it disgusting that you are holding a drag show on tax payer funded property. On top of that it will be in the afternoon when many children could be exposed to this immoral behavior!
What has this city become? Put me down as voting NO if a vote is held tonight.
They can hold their drag show on private property and not on property paid for by citizens!

Sincerely,
Steve Amundson

Sent from my iPhone

From: Jayme Crisafi
To: City Clerk
Subject: Drag Show in Cypress
Date: Monday, June 12, 2023 2:35:00 PM

City Clerk,
I was informed that on Saturday not only are we holding a Pride Day, but now a Drag Show. What is going on? Cypress has always been a family and bedroom community. This is outrageious and does not coincide with our values. Small children will be at the park with families that day and I consider a Drag Show an adult only spectacule. This is not age appropriate! Please reconsider the decision to have a Drag Show on Saturday. It's bad enough we have to hold a Pride Day let's not hold the Drag Show!

Respectfully,
Jayme Crisafi
51 Year Resident of Cypress

From: Lisa K
To: City Clerk
Subject: tonight"s meeting
Date: Monday, June 12, 2023 2:45:14 PM

Hi, I want it known that I am opposed to the drag show for this Saturday in Cypress. Let's keep these kind of perverse shows away from children's view. Thank you

From: Atsef Divad
To: City Clerk
Subject: Opposition to drag show
Date: Monday, June 12, 2023 2:53:38 PM

Dear Cypress City Counsel,

As a Cypress resident I would like to voice my concern in regards to the unannounced Drag show scheduled at the upcoming Cypress Pride and Diversity Picnic. While I respect people's individual choices as adults, I do not agree with giving permission or use city property for a public event that risks exposing children to a new and harmful social pathogen. As an educator it goes againsty professional standards of conduct to not speak up. Thank you for your time and consideration.

David Festa

From: Adrianne Egbert
To: City Clerk
Subject: No Drag Show!
Date: Monday, June 12, 2023 2:53:43 PM

No drag show on city property on Saturday, June 17 !
This area belongs to the citizens of Cypress.
Thank you for your anticipated cooperation in this matter.

Adrianne Egbert

From: jonpeat@att.net
To: City Clerk
Subject: Oppose Upcoming Drag Show
Date: Monday, June 12, 2023 2:55:49 PM

Dear Cypress City Council,
I am writing to express my strong opposition to Drag Show that is being planned for this weekend's Pride and Diversity Picnic. If the organizers of the Pride event are so proud of hosting a drag show, why did they not include it on their promotional materials? Why are we are we inviting people who are not Cypress residents to come to our community to engage in this disgusting behavior?

The Civic Green is a public place and the organizers have a right to host an event. However, as a public place, there will be families and children who are going to the Library, playing tennis, exercising, or walking their dog who may not wish to be exposed to this type of behavior. How will the organizers ensure that families who do not wish to see this or have their children exposed to this conduct, will be protected? How will having this Drag Show in our community, make Cypress better?

Just because you have the right to do something, does not make it right.

Strongly opposed to this event!

Jon Peat

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **3.**

FROM: Alisha Farnell, City Clerk

DATE: 06/12/2023

SUBJECT: **Approve Minutes - Meetings of April 24, 2023, May 8, 2023 and May 22, 2023**

RECOMMENDATION

Approve as submitted.

BUDGET IMPACT

None.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

April 24, 2023 City Council Minutes
May 8, 2023 City Council Minutes
May 22, 2023 City Council Minutes

REGULAR MEETING
CYPRESS CITY COUNCIL
APRIL 24, 2023
4:30 P.M.

A regular meeting of the Cypress City Council was called to order at 4:30 p.m. by Mayor Hertz-Mallari in the Council Chambers, 5275 Orange Avenue, Cypress, California.

ROLL CALL

Cypress City Council, also acting as the Ex-Officio Governing Board of Directors of the Cypress Recreation and Park District

Mayor Anne Hertz-Mallari
Mayor Pro Tem Scott Minikus
Council Member David Burke
Council Member Frances Marquez
Council Member Bonnie Peat

STAFF PRESENT

City Manager Peter Grant
City Attorney Fred Galante
Public Works Director Doug Dancs
City Clerk Alisha Farnell
City Engineer Nick Mangkalakiri
Senior Management Analyst Kirsten Graham

ORAL COMMUNICATIONS ON CLOSED SESSION/ WORKSHOP ITEMS

Tony Cardenas, Southern California Edison, introduced himself to the City Council.

WORKSHOP

Southern California Edison LED Streetlight Conversion Project

The City Engineer provided a report on this item.

City Council discussion ensued.

No action was taken.

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Pursuant to Government Code Section 54956.9(d)(1)
Southwest Voter Registration Education Project v. City of Cypress

Case No. 30-2022-01270865-CU-CR-CJC
Orange County Superior Court

LIABILITY CLAIMS
Pursuant to Section 54956.95
Claimant: Count Member Frances Marquez
Agency claimed against: City of Cypress

Mayor Hertz-Mallari recessed the meeting at 4:45 p.m.

RECONVENE

Mayor Hertz-Mallari reconvened the City Council meeting at 6:10 p.m.

ROLL CALL
Cypress City Council, also acting as the Ex-Officio Governing Board of Directors of the Cypress Recreation and Park District

Mayor Anne Hertz-Mallari
Mayor Pro Tem Scott Minikus
Council Member David Burke
Council Member Frances Marquez
Council Member Bonnie Peat

STAFF PRESENT

City Manager Peter Grant
City Attorney Fred Galante
Director of Finance and Administrative Services Matt Burton
Director of Public Works Doug Dancs
Director of Recreation and Community Services Jeff Draper
Chief of Police Mark Lauderback
Planning Director Alicia Velasco
City Clerk Alisha Farnell
City Engineer Nick Mangkalakiri
IT Manager Adrian Smith
Senior Management Analyst Kirsten Graham

PLEDGE OF ALLEGIANCE Agnes Lee, FOCCA Scholarship Award winner, led the Pledge of Allegiance.

INVOCATION Deacon Gerald Pyne, St. Irenaeus, led the Invocation.

REPORT OF WORKSHOP AGENDA / CLOSED SESSION

The City Attorney reported that the City Council held a Workshop Session regarding Southern California Edison LED Streetlight Conversion project. He further stated the City Council met in Closed Session and held a discussion on the items listed on the Closed Session agenda.

Regarding the first Closed Session item listed on the agenda, namely Conference with Legal Counsel – existing litigation, the matter of Southwest Voter Registration Education project v. City of Cypress. He reported that the City Council received a briefing from Attorney Stephen Churchwell and no further reportable action was taken.

Regarding the second Closed Session item listed on the agenda, namely Liability Claims, Claimant: Council Member Frances Marquez, Agency claimed against: City of Cypress. The City Attorney stated Council Member Marquez did not participate in the discussion and was not present in the room while the balance of the City Council held a discussion, provided direction and no further reportable action was taken.

PRESENTATIONS

Cypress Police Foundation provided a presentation regarding its Police badge donation.

The City Council presented Business Environmental Awards to Jack-In-The-Box, Taco Bell, Paul's Place and Warland Investments.

ORAL COMMUNICATIONS ON AGENDA ITEMS

Bob Youngsma, Cypress, spoke regarding Agenda Item No. 17.

Marilyn Reames, Cypress, spoke regarding Agenda Item No. 16.

Stephanie Barragan, Cypress, spoke regarding Workshop item and two previous City Council meetings.

Ed Kraemer, Cypress, spoke regarding Agenda Items Nos. 15 and 17.

Helen Le (via teleconference), Cypress, spoke regarding Agenda Item No. 14.

Katheryn Shapiro (via teleconference), Cypress, spoke regarding Agenda Item No. 17.

Rachel Strong, Cypress, spoke regarding Agenda Item No. 17.

PUBLIC HEARINGS

Item No. 1: Approve Conditional Use Permit No. 2023-02 for Eight Apartments at 8561 Belmont Street

Mayor Hertz-Mallari asked Council Members to disclose any Communication with anyone relevant to the item.

No communications were disclosed

Mayor Hertz-Mallari opened the public hearing.

The Planning Director provided a report on this item.

Mayor Hertz-Mallari invited the applicant to come forward.

City Council asked questions of the applicant.

Mayor Hertz-Mallari invited members of the public to speak on this item.

Jannie Esparza, Cypress, spoke in opposition.

Juan Ramirez, Cypress, spoke in opposition.

Julie Steenhoven, Cypress, spoke in opposition.

Stephanie Barragan, Cypress, spoke in opposition.

Helen Le (via teleconference), Cypress, spoke in opposition.

No further comments were made.

The applicant provided additional comments.

Mayor Hertz-Mallari closed the public hearing.

Council Member discussion ensued.

A motion was made by Council Member Peat, and seconded by Mayor Pro Tem Minikus, to adopt a Resolution approving Conditional Use Permit No. 2023-03, subject to the attached conditions, and confirm the project is exempt from California Environmental Quality Act requirements.

The motion was carried by the following roll call vote:

AYES:	4	COUNCIL MEMBERS:	Burke, Peat, Minkus and Hertz-Mallari
NOES:	1	COUNCIL MEMBERS:	Marquez
ABSENT:	0	COUNCIL MEMBERS:	None

RESOLUTION NO. 6926

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT NO. 2023-03, FOR THE DEVELOPMENT OF AN EIGHT-UNIT APARTMENT BUILDING, INCLUDING TWO AFFORDABLE UNITS, RESTRICTED TO VERY LOW INCOME HOUSEHOLDS, ON A 10,000 SQUARE FOOT SITE LOCATED AT 8561 BELMONT STREET WITHIN THE RM-20 (RESIDENTIAL MULTIPLE FAMILY) ZONE AND FINDING THE PROJECT EXEMPT FROM CALIFORNIA ENVIRONMENTAL QUALITY ACT REQUIREMENTS

CONSENT CALENDAR

All matters listed on the Consent Calendar are to be approved with one motion unless a Council Member requests separate action on a specific item.

Mayor Pro Tem Minikus stated that Agenda Item No. 12, the Warrant Register, includes electronic fund transfer No. 12905 for $294.34 as reimbursement for medical coverage he is entitled to receive as a CalPERS annuitant. He indicated that in voting for any motion to approve the Warrant Register, he would not be voting on electronic fund transfer No. 12905 for the reason disclosed.

A motion was made by Council Member Peat, and seconded by Council Member Burke, to approve Consent Calendar items No. 2 through 12.

The motion was unanimously carried by the following roll call vote:

AYES:	5	COUNCIL MEMBERS:	Burke, Marquez, Peat, Minikus and Hertz-Mallari
NOES:	0	COUNCIL MEMBERS:	None
ABSENT:	0	COUNCIL MEMBERS:	None

Item No. 2: Receive and File Public Comments Submitted for the April 24, 2023 City Council Meeting

Recommendation: Receive and file submitted public comments.

Item No. 3: Introduce and/or Adopt All Ordinances and Resolutions Presented for Consideration by Title Only and to Waive Further Reading

Item No. 4: Approve Minutes – Meeting of March 28, 2023

Recommendation: Approve as submitted.

Item No. 5: Accept a Donation of Police Badges from Cypress Police Foundation

Recommendation: Accept a donation of 121 Police badges valued at $10,748 from the Cypress Police Foundation.

Item No 6: Accept the Shade Structure Replacement at Manzanita Park, Project 333

Recommendation:

1. Accept the Shae Structure Replacement at Manzanita Park, Project 333, in the amount of $59,940.61 and approve the final payment of $59,940.61 to R.E. Schultz Construction, Inc.; and

2. Authorize the City Engineer to file a Notice of Completion with the County Recorder.

Item No. 7: Approve Purchase of a Cloud-Based Phone System and Service

Recommendation:

1. Approve the purchase of a cloud-based telephone system from Ring Central Inc., for $62,405.46; and

2. Award a five-year agreement for phone system service to Ring Central Inc., for annual telephone service, system hosting, maintenance, and support.

Item No. 8: Approve Plans and Specifications and Award Contracts for Residential Street Resurfacing, Project 314

Recommendation:

1. Approve Plans and Specification for Residential Street Resurfacing, Project 314; and

2. Award a contract to American Asphalt South Inc., for $926,269.43, and authorize a contingency for $139,000; and

3. Approve a Task Order for Construction Inspection Services to Ardurra Group Inc., for $131,300 and authorize a contingency of $13,000.

Item No. 9: Award a Contract for a Right-of-Way Irrigation System Water Conservation Assessment, Project 340

Recommendation: Award a contract to David Evans and Associates for a Right-of-Way Irrigations Systems Water Conservation Assessment for $50,110, and authorize a contingency of $7,500.

Item No. 10: Award a Contract for a Security System Evaluation for City Facilities, Project 343

Recommendation: Award a contract to Triad Consulting Group for a security system evaluation for City facilities, Project 343, for $125,000 and authorize a contingency of $12,500.

Item No. 11: Receive and File the Investment Report for the Month Ended March 31, 2023

Recommendation: Receive and file the attached investment report.

Item No. 12: Receive and File Register of Warrants, Transfers, and Wires Issued for the Period of March 25, 2023 through April 7, 2023

Recommendation: Receive and file the attached payment register summarized below for the period of March 25, 2023 through April 7, 2023:

- Electronic Funds Transfers 12891 through 12929
- Warrants 62070 through 62156
- Payroll Transfers W1499

END OF CONSENT CALENDAR

NEW BUSINESS

Item No. 13: Adopt the Strategic Plan and Six Month Objectives

The City Manager provided a report on this item.

City Council discussion ensued.

A motion was made by Mayor Pro Tem Minikus, and seconded by Council Member Peat, to adopt the Strategic Plan and six month objectives.

The motion was carried by the following roll call vote:

AYES:	5	COUNCIL MEMBERS:	Burke, Marquez, Peat, Minikus and Hertz-Mallari
NOES:	0	COUNCIL MEMBERS:	None
ABSENT:	0	COUNCIL MEMBERS:	None

ITEMS FROM CITY COUNCIL MEMBERS

Item No. 14: Discuss and Potentially Provide Direction Regarding Ordinance No. 1193 and Municipal Code Section 2-1 and 2-2

The City Manager provided a report on this item.

A motion was made by Council Member Marquez, and seconded by Council Member Burke, to continue the item to a future meeting.

The motion failed by the following roll call vote:

AYES: 2 COUNCIL MEMBERS: Burke and Marquez
NOES: 3 COUNCIL MEMBERS: Peat, Minikus and Hertz-Mallari
ABSENT: 0 COUNCIL MEMBERS: None

A motion was made by Council Member Burke, and seconded by Council Member Peat, to approve ordinance revisions as submitted by Council Members.

The motion was carried by the following roll call vote:

AYES: 4 COUNCIL MEMBERS: Burke, Peat, Minikus and Hertz-Mallari
NOES: 0 COUNCIL MEMBERS: None
ABSTAIN: 1 COUNCIL MEMBERS: Marquez

Item No. 15: Discuss and Potentially Provide Direction Regarding Cablecasting/Streaming and Recording City Council Meetings

The City Manager provided a report on this item.

Council Member Marquez commented on this item.

City Council discussion ensued.

No action was taken.

Item No. 16: Discuss and Potentially Provide Direction to the City Manager to Provide the City Council a Presentation on Valley Vista Services' Self-Reported Commingling of Refuse and Recycling from Ovation at Flora Park

Council Member Marquez provided a report on this item.

A motion was made by Council Member Marquez to direct the City Manager to provide the City Council with a presentation of the investigations.

The City Attorney requested clarification from Council Member Marquez.

A motion as made by Council Member Burke, and seconded by Council Member Marquez, to post the letter sent to Valley Vista Services regarding the Ovation Commingling investigation on the City website.

The motion failed by the following roll call vote:

AYES: 2 COUNCIL MEMBERS: Burke and Marquez
NOES: 3 COUNCIL MEMBERS: Peat, Minikus and Hertz-Mallari
ABSENT: 0 COUNCIL MEMBERS: None

Item No. 17: Consider Revising the Process for Council Members to Add Items to the City Council Agenda

Mayor Hertz-Mallari provided a report on this item.

City Council discussion ensued.

A motion was made by Mayor Pro Tem Minikus, and seconded by Council Member Marquez, to continue the item to the May 8 Council Meeting.

The City Manager suggested appointing an ad hoc subcommittee to develop a policy proposal for City Council consideration.

A motion was made by Council Member Burke, and seconded by Mayor Pro Tem Minikus, to continue the item and create an ad hoc subcommittee with Council Member Burke and Mayor Hertz-Mallari.

The motion was unanimously carried by the following roll call vote:

AYES: 5 COUNCIL MEMBERS: Burke, Marquez, Peat, Minikus and Hertz-Mallari
NOES: 0 COUNCIL MEMBERS: None
ABSENT: 0 COUNCIL MEMBERS: None

ORAL COMMUNICATIONS ON ITEMS NOT ON THE AGENDA

Steve Mauss, Cypress, spoke regarding Agenda Item No. 17, street condition on Cerritos between Bloomfield and Lexington Drive and Denni Street.

Bob Youngsma, Cypress, spoke regarding transparency.

Wanda Youngsma, Cypress, spoke regarding virtual oral communications process.

Ed Kraemer, Cypress, spoke regarding Cypress Arnold Park, signage at Lexington Park and Solid waste franchise agreement.

David Skorupinski, Cypress, spoke regarding comments made at the April 10 City Council meeting regarding Non-profit grant award items.

Jon Peat, Cypress, spoke regarding comments made by a Council Member at the April 10 City Council meeting regarding Non-profit grant award item.

Stephanie Barragan, Cypress, spoke regarding Agenda Item No. 17, Americans with Disabilities Act.

Marilyn Reames, Cypress, spoke regarding Agenda Item No. 17.

Glenn Button (via teleconference), Cypress, spoke regarding Council Members comments throughout the meeting.

Helen Le (via teleconference), Cypress, spoke regarding Oral Communications practices and civility.

COUNCIL MEMBER REPORTS AND REMARKS

Council Member Peat:

Participated in a Cypress High School Showcase Interview program. Attended the Every 15 Minutes program at Cypress High School. Attended the FOCCA scholarship reception. Attended the P.A.C.E program at Grace Christian School. Attended the Orange County Vector Control Board meeting. Attended the Senior Center volunteer recognition event. Attended the Cypress Art League award ceremony. Attended the annual Crime Victims' Rights ceremony hosted by District Attorney Todd Spitzer. Commented on Agenda Item No. 16.

Council Member Marquez:

Attended the Breakfast Club event hosted by Assemblywoman Sharon Quirk-Silva. Attended the Starbase program at Los Alamitos Joint Forces Training Base. Attended the FOCCA scholarship reception. Attended the Senior Center volunteer recognition. Attended the P.A.C.E program at Grace Christian School. Assisted a local veteran with housing.

Council Member Burke:

Attended the Every 15 Minutes program at Cypress High School. Attended the Orange County Library Advisory Board meeting. Attended the Senior Center volunteer recognition. Spoke regarding an Agenda Item at the April 10 City Council meeting.

Mayor Pro Tem Minikus:

Attended the Every 15 Minutes program at Cypress High School. Attended the FOCCA scholarship reception. Attended the Senior Center volunteer recognition. Met with representatives from Runway Recovery and Tree House Recovery. Addressed public comments made at the April 10 City Council meeting.

Mayor Hertz-Mallari

Attended the P.A.C.E program at Grace Christian School. Spoke regarding Every 15 Minutes program and shared a letter written regarding the fatal accident that occurred on Walker St. and Orange Ave by the victim's mother/wife.

CITY MANAGER REMARKS

None.

ADJOURNMENT

Mayor Hertz-Mallari adjourned the meeting at 9:34 p.m. to an adjourned Regular Meeting, to be held on Monday, May 8, 2033, beginning at 5:30 p.m. in the Executive Board Room.

_____
MAYOR OF THE CITY OF CYPRESS

ATTEST:

_____
CITY CLERK OF THE CITY OF CYPRESS

REGULAR MEETING
CYPRESS CITY COUNCIL
MAY 8, 2023
4:00 P.M.

A regular meeting of the Cypress City Council was called to order at 4:00 p.m. by Mayor Hertz-Mallari in the Council Chambers, 5275 Orange Avenue, Cypress, California.

ROLL CALL

Cypress City Council, also acting as the Ex-Officio Governing Board of Directors of the Cypress Recreation and Park District

Mayor Anne Hertz-Mallari
Mayor Pro Tem Scott Minikus
Council Member David Burke
Council Member Frances Marquez
Council Member Bonnie Peat

STAFF PRESENT

City Manager Peter Grant
City Attorney Fred Galante
Director of Finance and Administrative Services Matt Burton
Director of Public Works Doug Dancs
Director of Recreation and Community Services Jeff Draper
Chief of Police Mark Lauderback
Planning Director Alicia Velasco
City Clerk Alisha Farnell
Assistant Director of Finance and Administrative Services Donna Mullally
Human Resource Manager Regina Nguyen
City Engineer Nick Mangkalakiri
Senior Management Analyst Jason Machado
Management Analyst Karla Gonzalez

ORAL COMMUNICATIONS ON CLOSED SESSION/ WORKSHOP ITEMS

None.

WORKSHOP

Fiscal Year 2023-24 Proposed Budget and Capital Improvement Program

A report was provided on this item.

City Council discussion ensued.

No action was taken.

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Pursuant to Government Code Section 54956.9(d)(1)
Southwest Voter Registration Education Project v. City of Cypress
Case No. 30-2022-01270865-CU-CR-CJC
Orange County Superior Court

LIABILITY CLAIMS
Pursuant to Section 54956.95
Claimant: Count Member Frances Marquez
Agency claimed against: City of Cypress

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Pursuant to Government Code Section 54956.9(d)(1)
Fortis LLP v. Frances Marquez, City of Cypress
Case No. 30-2022-01277792-CU-WM-CJC
Orange County Superior Court

Mayor Hertz-Mallari recessed the meeting at 5:38 p.m.

RECONVENE

Mayor Hertz-Mallari reconvened the City Council meeting at 6:09 p.m.

ROLL CALL

Cypress City Council, also acting as the Ex-Officio Governing Board of Directors of the Cypress Recreation and Park District

Mayor Anne Hertz-Mallari
Mayor Pro Tem Scott Minikus
Council Member David Burke
Council Member Frances Marquez
Council Member Bonnie Peat

STAFF PRESENT

City Manager Peter Grant
City Attorney Fred Galante
Director of Finance and Administrative Services Matt Burton
Director of Public Works Doug Dancs
Director of Recreation and Community Services Jeff Draper
Chief of Police Mark Lauderback
Planning Director Alicia Velasco

City Clerk Alisha Farnell
City Engineer Nick Mangkalakiri

INVOCATION Pastor Trevor Cooper, First Baptist Church of Cypress, led the Invocation.

PLEDGE OF ALLEGIANCE Mr. Lewis, Cypress High School, led the Pledge of Allegiance.

REPORT OF WORKSHOP AGENDA / CLOSED SESSION

The City Attorney stated the City Council met in Closed Session and began discussion regarding the three items listed on the Agenda. He stated the City Council will recess back into Closed Session following the open session to continue the discussion of Closed Session items.

PRESENTATIONS

Marie Marston, President of the Southern California American Public Works Association presented a plaque to the City.

Chief of Police provided a presentation on the Every 15 Minutes program.

The City Council presented a Proclamation to the Cypress Police Department proclaiming the week of May 14-20, 2023 as “National Police Week.”

ORAL COMMUNICATIONS ON AGENDA ITEMS

Steve Mauss, Cypress, spoke regarding Agenda Item no. 17.

Katie Shapiro (via virtual participation), Cypress, spoke regarding Every 15 Minutes presentation and Agenda Item no. 17.

Bret Rodger, Cypress, spoke regarding Agenda Item no. 7.

Rees Price, Cypress, spoke regarding Agenda Item no. 7.

CONSENT CALENDAR

All matters listed on the Consent Calendar are to be approved with one motion unless a Council Member requests separate action on a specific item.

Mayor Hertz-Mallari requested to pull Agenda Item No. 7.

A motion was made by Mayor Hertz-Mallari, and seconded by Council Member Peat, to approve Consent Calendar items No. 1 through 6 and 8 through 16.

The motion was unanimously carried by the following roll call vote:

AYES: 5 COUNCIL MEMBERS: Burke, Marquez, Peat, Minikus and Hertz-Mallari
NOES: 0 COUNCIL MEMBERS: None
ABSENT: 0 COUNCIL MEMBERS: None

Item No. 1: Receive and File Public Comments Submitted for the May 8, 2023 City Council Meeting

Recommendation: Receive and file submitted public comments.

Item No. 2: Introduce and/or Adopt All Ordinances and Resolutions Presented for Consideration by Title Only and to Waive Further Reading

Item No. 3: Approve Minutes – Meeting of April 10, 2023

Recommendation: Approve as submitted.

Item No. 4: Receive and File Fiscal Year 2023-24 Proposed Budget and Capital Improvement Program

Recommendation:

1. Receive and file the FY 2023-24 Proposed Budget and Capital Improvement Program:

2. Schedule City Council consideration for adoption of the FY 2023-24 Budget on June 12, 2023; and

3. Publish a notice stating the public may comment on the Budget at the meeting of June 12, 2023.

Item No 5: Approve the City Engineer's Report and Renew Cypress Corporate Center Landscape Maintenance District No. 1 (Stanton Channel Berm)

Recommendation:

1. Approve the City Engineer's Report for the Cypress Corporate Center Landscape Maintenance District No. 1 for Fiscal Year 2023-24; and

2. Adopt the attached Resolution declaring the City Council's intention to order the renewal of Cypress Corporate Center Landscape Maintenance District No. 1 for maintenance of the landscape and irrigation system located at the berm on the north side of the Stanton Channel and setting a public hearing for June 26, 2023.

RESOLUTION NO. 6927

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS, CALIFORNIA, DECLARING ITS INTENTION TO ORDER THE RENEWAL OF CYPRESS CORPORATE CENTER LANDSCAPE MAINTENANCE DISTRICT NO. 1 FOR FISCAL YEAR 2023-24, PURSUANT TO THE LANDSCAPING AND LIGHTING ACT OF 1972, AND FIXING A TIME AND PLACE FOR HEARING OBJECTIONS THERETO

Item No. 6: Approve Senate Bill 1 Road Maintenance and Rehabilitation Account Funding and Project List

Recommendation: Adopt a Resolution approving the FY 2023-24 project list for Senate Bill 1 (SB1) Road Maintenance and Rehabilitation Account (RMRA) funding.

RESOLUTION NO. 6928

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2023-24 FUNDED BY SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017

Item No. 8: Proclaim the Week of May 14-20, 2023 as National Police Week

Recommendation: Proclaim the week of May 14-20, 2023 as National Police Week.

Item No. 9: Approve Plans and Specifications and Award a Contract for Tree Planting, Project 345

Recommendation:

1. Approve plans and specifications for Tree Planting, Project 345; and

2. Award a contract to Master Landscape & Maintenance, Inc. for $64,492 and authorize a contingency of $6,000.

Item No. 10: Approve an Affordable Housing Agreement and Approve a Task Order with RSG, Inc. for Buyer Verification Services for the Citrus Square Senior Community

Recommendation:

1. Approve an Affordable Housing Agreement with CypressMoodyM 2022, LLC; and

2. Approve a task order with RSG, Inc. for buyer verification services for an amount not to exceed $74,400.

Item No. 11: Award Contract for Citywide Traffic Signal Timing, Project 262

Recommendation:

1. Award a contract to Iteris, Inc., for $180,123 for Signal Timing Design Services, and authorize a contingency of $10,8000; and

2. Approve a Task Order for Signal Timing Implementation to Hartzog & Crabill, Inc., for $21,060, and authorize a contingency of $2,200.

Item No. 12: Southern California Edison Light Emitting Diode (LED) Fixture Replacement Rate Agreement

Recommendation:

1. Authorize the City Manager to execute the necessary application and agreement for conversation of Southern California Edison owned streetlights to Light Emitting Diode through the California Public Utilities Commission approved LS-1 Option E program; and

2. Establish color temperature specifications at 3000K for residential areas and 4000K for commercial and industrial areas.

Item No. 13: Award a Contract for LED Street Sign Upgrades, Project 338

Recommendation:

1. Award a contract to Macadee Electrical Construction for $183,269, and authorize a contingency of $27,500; and

2. Approve a Task Order for Construction Inspection Services to Ardurra Group Inc., for $10,200, and authorize a contingency of $1,500.

Item No. 14: Award a Contract for Parking Citation Processing

Recommendation: Award a contract to Data Ticket, Inc. to provide parking citation processing.

Item No. 15: Approve a Prosecution Services Agreement with the County of Orange

Recommendation: Approve a five-year agreement for prosecution services with the County of Orange

Item No. 16: Reject All Bids for Senior Center Interior Improvements, Project 290

Recommendation: Reject all bids for Senior Center Interior Improvements, Project 290.

END OF CONSENT CALENDAR

Regarding Item No. 7: Approve the Conceptual Design for Cerritos Avenue Frontage Landscape Improvements, Project 320

The City Engineer provided a report on this item.

Council discussion ensued.

A motion was made by Council Member Peat, and seconded by Mayor Pro Tem Minikus, to approve conceptual design for Cerritos Avenue frontage landscape improvements.

The motion was unanimously carried by the following roll call vote:

AYES: 5 COUNCIL MEMBERS: Burke, Marquez, Peat, Minikus and Hertz-Mallari
NOES: 0 COUNCIL MEMBERS: None
ABSENT: 0 COUNCIL MEMBERS: None

NEW BUSINESS

None.

ITEMS FROM CITY COUNCIL MEMBERS

Item No. 17: Consider Recommended Process for Council Members to Add Items to the City Council Agenda from Mayor Hertz-Mallari and Council Member Burke

Mayor Hertz-Mallari and Council Member Burke provided a report on this item.

City Council discussion ensued.

A motion was made by Mayor Pro Tem Minikus, and seconded by Council Member Peat, to approve the recommended policy for Council Members to add items to the City Council agenda.

The motion was carried by the following vote:

AYES: 4 COUNCIL MEMBERS: Burke, Peat, Minikus and Hertz-Mallari
NOES: 1 COUNCIL MEMBERS: Marquez
ABSENT: 0 COUNCIL MEMBERS: None

ORAL COMMUNICATIONS ON ITEMS NOT ON THE AGENDA

Jon Peat, Cypress, spoke regarding campaign committee formed by Council Member Marquez for County Supervisor.

Wanda Youngsma, Cypress, spoke regarding a letter to the editor in Event News Enterprise.

Bob Youngsma, Cypress, spoke regarding City Council comments at prior City Council meeting, City Attorney invoices, and virtual comment procedures.

Edwin Kraemer (via virtual participation), Cypress, spoke regarding Council Member Marquez campaign for County Supervisor.

Kathryn Shapiro (via virtual participation), Cypress, spoke regarding second oral communication procedures and City Council decorum.

Malini Nagpal (via virtual participation), Cypress, spoke regarding Council Member Marquez campaign for County Supervisor, City Managers seat on the dais and City Council decorum.

Glenn Button, Cypress, spoke regarding good governance, ability to access Council members and City staff.

COUNCIL MEMBER REPORTS AND REMARKS

Council Member Marquez:

Attended P.A.C.E. graduation at Arnold Elementary School. Attended Cypress College's annual Yom HaShoah Holocaust remembrance ceremony. Attended a Cypress High School baseball game. Attended Cypress Woman's Club Tea event. Attended the Asian Pacific Islander National Heritage reception. Participated in National Prayer Day. Attended ribbon-cutting ceremony for Trader Joes. Attended a luncheon for retired State Representative Alan Lowenthal. Responded to comments made during Oral Communications regarding non-profit organizations.

Council Member Peat:

Attended P.A.C.E. graduations for Arnold, King, St. Irenaeus and Morris Elementary Schools. Attended Cypress Woman's Club Tea event. Attended the Asian Pacific Islander National Heritage reception. Participated in a Business Round Table discussion hosted by Congresswoman Michelle Steel. Attended Buena Park's State of the City. Attended the Orange County Sanitation board meeting. Participated in National Prayer Day. Attended ribbon-cutting ceremony for Trader Joes. Participated in a tour of the new Shea apartments. Responded to comments made during Oral Communications regarding the City Manager.

Council Member Burke:

Attended P.A.C.E. graduation at Arnold Elementary School. Attended Cypress Woman's Club Tea event. Attended Southern California Association of Governments conference. Spoke regarding Agenda Item No. 17.

Mayor Pro Tem Minikus:

Attended the Asian Pacific Islander National Heritage reception. Attended Southern California Association of Governments (SCAG) conference. Attended the Orange County Sanitation District board meeting. Attended the Cypress Woman's Club Tea event. Spoke regarding

communication with Council Members via email. Spoke with Cypress High School Students regarding trash pollution in the City. Spoke about presentations at the SCAG conference.

Mayor Hertz-Mallari

Responded to comments made during Oral Communications regarding non-profit organizations and the Boys and Girls Club of Greater Anaheim-Cypress. Addressed comments regarding funding from Congressman Lowenthal for the Boys and Girls Club of Greater Anaheim-Cypress.

CITY MANAGER REMARKS

The City Manager announced dates for the upcoming Police Foundation Luncheon and Police Department Open House. Stated the City Council held a Workshop Session to discuss the Fiscal Year 2023-24 proposed Budget and Capital Improvement program. Provided an update on the Citizens Academy.

ADJOURNMENT

Mayor Hertz-Mallari recessed the meeting into Closed Session at 8:12 p.m. to resume discussion of the Closed Session items as previously reported by the City Attorney.

Mayor Hertz-Mallari reconvened the meeting at 9:45 p.m. No reportable action was taken in Closed Session.

Mayor Hertz-Mallari adjourned the meeting at 9:46 p.m. to an adjourned Regular Meeting, to be held on Monday, May 22, 2033, beginning at 5:30 p.m. in the Executive Board Room.

_____
MAYOR OF THE CITY OF CYPRESS

ATTEST:

_____
CITY CLERK OF THE CITY OF CYPRESS

REGULAR MEETING
CYPRESS CITY COUNCIL
MAY 22, 2023
3:30 P.M.

A regular meeting of the Cypress City Council was called to order at 3:31 p.m. by Mayor Hertz-Mallari in the Executive Board Room, 5275 Orange Avenue, Cypress, California.

ROLL CALL

Cypress City Council, also acting as the Ex-Officio Governing Board of Directors of the Cypress Recreation and Park District

Mayor Anne Hertz-Mallari
Mayor Pro Tem Scott Minikus
Council Member David Burke
Council Member Frances Marquez
Council Member Bonnie Peat

STAFF PRESENT

City Manager Peter Grant
City Attorney Fred Galante
City Clerk Alisha Farnell

ORAL COMMUNICATIONS ON CLOSED SESSION/WORKSHOP ITEMS

None.

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Pursuant to Government Code Section 54956.9(d)(1)
Southwest Voter Registration Education Project v. City of Cypress
Case No. 30-2022-01270865-CU-CR-CJC
Orange County Superior Court

Mayor Hertz-Mallari recessed the meeting at 3:32 p.m.

REPORT OF CLOSED SESSION/WORKSHOP

The City Attorney reported that the City Council met in Closed Session regarding the sole item listed on the agenda, namely Conference with Legal Counsel – Existing Litigation, the matter of Southwest Voter Registration Education Project v. City of Cypress. He reported that the City Council held a discussion on the item and no further reportable action was taken.

ADJOURNMENT

Mayor Hertz-Mallari adjourned the meeting at 5:48 p.m. to an adjourned Regular Meeting, to be held on Monday, June 12, 2023, beginning at 5:30 p.m. in the Executive Board Room.

_____
MAYOR OF THE CITY OF CYPRESS

ATTEST:

_____
CITY CLERK OF THE CITY OF CYPRESS

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **4.**

FROM: Alicia Velasco, Planning Director

DATE: 06/12/2023

SUBJECT: **Approve Participation in the Urban County CDBG and Home Programs for Fiscal Years 2024-27 and Accept the Award of Fiscal Year 2023-24 CDBG Funds**

RECOMMENDATION

1. Adopt the Resolution accepting the award of CDBG funds for Fiscal Year 2023-24; and

2. Adopt the Resolution confirming Cypress' continued participation in the Urban County CDBG and Home Programs for Fiscal Years 2024-27; and

3. Approve Amendment Six to the Cooperative Agreement and CDBG agreements.

DISCUSSION

Cypress has partnered with the County of Orange to secure federal Community Development Block Grant (CDBG) funds for over 45 years. The CDBG funds support the Home Enhancement Loan Program (HELP), which provides forgivable housing rehabilitation loans to low-income residents.

The three-year agreement with the County expires on June 30, 2024. The attached resolution and agreement extend the term for an additional three years until June 30, 2027.

BUDGET IMPACT

The FY 2023-24 Proposed Budget includes $160,000 of CDBG revenues for HELP expenditures recorded in the General Fund Grants Fund. Future budgets will incorporate annual CDBG allocations approved by the County.

LEGAL REVIEW

The City Attorney has reviewed the amendment.

APPROVED BY: Peter Grant, City Manager

Attachments

FY 23-24 Award Resolution
Cooperation Resolution
Amendment

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH THE COUNTY OF ORANGE TO ACCEPT AN AWARD OF COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR THE PROGRAM YEAR SPANNING JULY 1, 2023 THROUGH JUNE 30, 2024.

RECITALS

WHEREAS, on December 29, 2022, the City of Cypress ("City") submitted an application under FY 2023-24 AND FY 2024-25 HOUSING REHABILITATION AND BUSINESS FORGIVABLE LOAN PROGRAM BID NO. 012-23010523-NC to the County of Orange ("County") through its Urban Counties Program for an award of Federal Community Development Block Grant ("CDBG") funds for Fiscal Year 2023-2024 for the following programs: 1) City's single-family housing rehabilitation program, and 2) for the Business Forgivable Loan Program; and

WHEREAS, the City was successful in obtaining an award of $160,000 for the housing rehabilitation and the Business Forgivable Loan Program; and

WHEREAS, the funds for the single family rehabilitation program will be used to rehabilitate six dwelling units owned by income eligible households; and the Business Forgivable Loan Program will be use to provide funding to businesses that hire a low-income person for a one year.

WHEREAS, the City Council now desires to accept the award of CDBG funds and authorize the execution of the necessary agreement(s) and other corresponding documentation to accept the CDBG funds.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CYPRESS HEREBY FINDS, RESOLVES, DETERMINES, AND ORDERS AS FOLLOWS:

1. The City Council hereby accepts the award of CDBG funds through the County's Urban Counties Program in the amount of $160,000.00 to support the City's single family housing rehabilitation program and the Business Forgivable Loan (Grant) program under Bid No. 012-23010523-NC.

2. The City Council authorizes the City Manager or his/her designee(s) to execute, for and on behalf of the City, the necessary agreement(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. 012-23010523-NC.

PASSED AND ADOPTED by the City Council of the City of Cypress at a regular meeting held on the 12th day of June 2023.

CITY:
City of Cypress, a municipal corporation

Anne Hertz-Mallari, Mayor

ATTEST:

Alisha Farnell, City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS

I, Alisha Farnell, City Clerk of the City of Cypress, DO HEREBY CERTIFY that the foregoing Resolution was duly adopted at a regular meeting of the said City Council held on the 12th day of June 2023, by the following roll call vote:

AYES: COUNCIL MEMBERS:
NOES: COUNCIL MEMBERS:

CITY CLERK OF THE CITY OF CYPRESS

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS APPROVING THE CITY'S PARTICIPATION IN THE HOUSING AND COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAMS WITH THE COUNTY OF ORANGE.

THE CITY COUNCIL OF THE CITY OF CYPRESS HEREBY FINDS, RESOLVES, DETERMINES, AND ORDERS AS FOLLOWS:

WHEREAS, it is the intent of the City of Cypress to participate in the filing of applications with the County of Orange for grants authorized under the Housing and Community Development Act of 1974 for the purpose of undertaking eligible housing and community development activities; and

WHEREAS, the Housing and Community Development Act of 1974 authorizes cities under 50,000 population to enter into cooperation agreements with the county in which they are located in order to be included as part of the Urban County CDBG and HOME Programs; and

WHEREAS, the City of Cypress and the County of Orange did enter into a Cooperation Agreement dated July 1, 2005, to facilitate the City's participation in the Urban County CDBG and HOME Programs for the three year period covering Fiscal Years 2006-2007, 2007-2008, and 2008-2009; and

WHEREAS, said Cooperation Agreement included a provision for the automatic extension for an additional three year period spanning Fiscal Years 2009-2010, 2010- 2011, and 2011-2012, subject to adoption of any required amendment(s) necessary to facilitate the extended agreement term; and

WHEREAS, on July 16, 2008, the City of Cypress and the County of Orange entered into Amendment One to the Cooperation Agreement to facilitate said three year extension; and

WHEREAS, Amendment Two to the Cooperation Agreement was entered into on July 1, 2012 to extend the City's participation in the Urban County CDBG and HOME Programs for an additional three year period spanning Fiscal Years 2012-2013, 2013- 2014, and 2014-2015; and

WHEREAS, Amendment Three to the Cooperation Agreement was entered into on July 1, 2015 to extend the City's participation in the Urban County CDBG and HOME Programs for an additional three year period spanning Fiscal Years 2015-2016, 2016- 2017, and 2017-2018; and

WHEREAS, Amendment Four to the Cooperation Agreement was entered into on July 1, 2018, to extend the City's participation in the Urban County CDBG and HOME Programs for an additional three year period spanning Fiscal Years 2018-2019, 2019-2020, and 2020- 2021; and

WHEREAS, Amendment Five to the Cooperative Agreement was entered into on July 1, 2020, to extend the City's participation in the Urban County CDBG and HOME Programs for an additional three year period spanning Fiscal Years 2021-2022, 2022-2023, and 2023- 2024; and

WHEREAS, Amendment Six to the Cooperative Agreement has been prepared to further extend the City's participation in the Urban County CDBG and HOME Programs for an additional three year period spanning Fiscal Years 2024-2025, 2025-2026, and 2026- 2027; and

WHEREAS, the Federal Government requires participating cities to assure that the funds will be obtained and utilized pursuant to applicable Federal, State, and local laws and regulations relative to the Community Development Block Grant and HOME Programs; and

WHEREAS, it is necessary that the City adhere to the Housing Assistance Plan as approved by the U.S. Department of Housing and Urban Development for the Urban County Community Development Block Grant and HOME Programs.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the City Council of the City of Cypress does hereby adopt Amendment Six to the Cooperation Agreement extending the Agreement term for an additional three year period, from July 1, 2024 to June 30, 2027 and authorizes the City Manager and/or his designee(s) to sign Amendment Six on behalf of the City Council.

PASSED AND ADOPTED by the City Council of the City of Cypress at a regular meeting held on the 12th day of June 2023.

CITY:
City of Cypress, a municipal corporation

_____
Anne Hertz-Mallari, Mayor

ATTEST:

_____
Alisha Farnell, City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS

I, Alisha Farnell, City Clerk of the City of Cypress, DO HEREBY CERTIFY that the foregoing Resolution was duly adopted at a regular meeting of the said City Council held on the 12th day of June 2023, by the following roll call vote:

AYES: COUNCIL MEMBERS:
NOES: COUNCIL MEMBERS:

_____
CITY CLERK OF THE CITY OF CYPRESS

AMENDMENT SIX TO
COOPERATION AGREEMENT BETWEEN
THE COUNTY OF ORANGE
AND
CITY OF CYPRESS

This Amendment Number SIX (hereinafter "Amendment SIX") is made and entered into by the County of Orange, a political subdivision of the State of California, ("COUNTY") and CITY OF CYPRESS, a municipal corporation, ("CITY"), Number _____ which are sometimes individually referred to as "Party" or collectively referred to as "Parties", and is effective as of July 1, 2024, hereinafter referred to as "EFFECTIVE DATE".

WHEREAS, COUNTY and CITY executed that certain COOPERATION AGREEMENT "Small-City" (hereinafter, as amended, "Original Agreement" or "Agreement") for commencement July 1, 2005; and

WHEREAS, the Original Agreement was amended by Amendment ONE, effective as of July 16, 2008; and

WHEREAS, the Original Agreement was amended by Amendment TWO, effective as of July 1, 2012; and

WHEREAS, the Original Agreement was amended by Amendment THREE, effective as of July 1, 2015; and

WHEREAS, the Original Agreement was amended by Amendment FOUR, effective as of July 1, 2018; and

WHEREAS, the Original Agreement was amended by Amendment FIVE, effective as of July 1, 2021; and

WHEREAS, U.S. Department of Housing and Urban Development ("HUD") Notice CPD-23-02 allows "automatic" renewals for up to three years provided that COUNTY sends a letter to CITY notifying it that the Original Agreement will be renewed unless CITY notifies COUNTY that it wishes to terminate the agreement and a copy of such a letter is provided to HUD; and

WHEREAS, COUNTY sent CITY a letter notifying CITY of such renewal on April 28, 2023; and

WHEREAS, CITY did not advise COUNTY that it wished to terminate the Original Agreement with County; and

WHEREAS, the Parties agree to further amend the Original Agreement at this time in the manner set forth herein.

NOW, THEREFORE, the Parties hereby agree as follows:

I. Modifications to the Original Agreement

1. Section 2 of the Original Agreement is amended in its entirety as follows:

   "COUNTY shall have the authority to carry out activities, which will be funded from annual Community Development Block Grant (CDBG), Home Investment Partnership (HOME) and Emergency Solutions Grant (ESG) Program funds appropriated for Fiscal Years 2024-2025, 2025-2026 and 2026-2027 and from any program income generated from the expenditure of such funds."

2. Section 6 of the Original Agreement shall be amended to add subsection (c.) as follows:

   "c. A policy to undertake or assist in undertaking, community renewal and lower-income housing assistance activities."

3. Section 9 of the Original Agreement shall read as amended in its entirety as follows:

   "This Agreement shall cover Fiscal Years 2024-2025, 2025-2026 and 2026-2027, respectively of CDBG, HOME and ESG program applications, including any subsequent Supplemental sources (Paragraph 23 of the Agreement). In no event shall this agreement be terminated by either Party before June 30, 2027, except as allowed in legislation enacted by the U.S. Congress for termination or withdrawal from the Urban County Program and as permitted by HUD.

   This Agreement remains in effect until the CDBG (and, where applicable, HOME and ESG) funds and program income received (with respect to activities carried out during the three-year qualification period, and any successive qualification periods under agreements that provide for automatic renewal) are expended and the funded activities completed, and the COUNTY and CITY cannot terminate or withdraw from this Agreement while it remains in effect."

4. Section 10 shall be added to Agreement to read:

   "In accordance with HUD Notice CPD 23-03, and subsequent CPD Notices, this Agreement will be automatically extended for an additional 3 (three) year period (July 1, 2024 to June 30, 2027) unless COUNTY or CITY provides written notice that it elects not to participate in a new qualification period. A copy of the notice must be sent to HUD Field Office. COUNTY shall notify CITY

in writing of its right not to participate any longer than the date specified in HUD's Urban County Qualification Notice for the next qualification period."

5. Section 11 of the Original Agreement is amended to read:

   "CITY and COUNTY agree to adopt amendments (s) to this Agreement as may be required by HUD to meet any new Urban County Qualification requirement(s) subsequent to June 30, 2024 and to submit such amendments to HUD. The COUNTY will notify CITY of its right to terminate its participation in the program based on the adoption of any such amendment. If either CITY or COUNTY refuses to adopt any such amendment, this automatic renewal provision herein will be void."

6. Section 14 of the Original Agreement is amended to add subsection (d) as follows:

   "d. May receive a formula allocation under the ESG Program only through the Urban County."

7. Section 24 of the Original Agreement is amended to read:
   "CITY may void this Agreement only if it submits to COUNTY on or before June 2023 the notification from HUD that CITY has qualified as a "Metropolitan City" or an "Entitlement City" prior to the completion of the re-qualification process for Fiscal Years 2024-25, 2025-2026, and 2026-2027. Upon such notification by HUD, CITY also must submit to COUNTY and HUD written notification of its decision to either remain in the Urban County Program as a "Metropolitan City" or become an "Entitlement City" as a separate entity."

II. Additional Agreements

1. The COUNTY and the CITY agree to cooperate to undertake, or assist in undertaking, community renewal and lower-income housing assistance activities.

2. The COUNTY and the CITY shall take all actions necessary to assure compliance with the COUNTY'S certification under section 104(b) of Title I of the Housing and Community Development Act of 1974, that the grant will be conducted and administered in conformity with Title VI of the Civil Rights Act of 1964 and the Fair Housing Act and will affirmatively further fair housing as required under See 24 CFR 91.225(a) and 5.105(a). The Parties shall comply with section 109 of Title I of the Housing and Community Development Act of 1974, which incorporates Section 504 of the Rehabilitation Act of 1973 of Title II of the Americans with Disabilities Act, the Age Discrimination Act of 1975, and Section 3 of the Housing and Urban Development Act of 1968, and all other applicable laws. The Parties agree that no urban county funding will be used for activities in, or in support of, any cooperating unit of general local

government that does not affirmatively further fair housing within its own jurisdiction or that impedes the COUNTY'S actions to comply with the COUNTY'S fair housing certification. The Parties acknowledge and agree that noncompliance by a unit of general local government included in an urban county may constitute noncompliance by the grantee (i.e., the urban 14 county) that can, in turn, provide cause for funding sanctions or other remedial actions by the Department.

3. The CITY, and all other applicable units of general local government, may not sell, trade, or otherwise transfer all or any portion of such funds to another such metropolitan city, urban county, unit of general local government, or Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits or non-Federal considerations, but must use such funds for activities eligible under title I of the Act.

4. All other provisions of the Original Agreement, as amended, a copy of which is attached hereto as Exhibit A and incorporated by this reference, to the extent they are not inconsistent with this Amendment SIX, remain unchanged and in full force and effect.

IN WITNESS WHEREOF, CITY has caused this Amendment SIX to be executed by its City Manager and attested by its City Clerk; COUNTY has caused this Amendment SIX to be executed by the Director of the Orange County Community Resources; each having been duly authorized by the CITY Council and the COUNTY Board of Supervisors, respectively.

ATTEST:

City of Cypress, a municipal
Corporation in the State of California

By: _____

Name: Alicia Velasco

Title: Planning Director

Date: _____

By: _____

Name: Alisha Farnell

Title: City Clerk

Date: _____

COUNTY OF ORANGE, a political subdivision of the State of California

By: _____

Dylan Wright, Director
Orange County Community Resources

Date: _____

//

ORIGINAL FORM CONTRACT

APPROVED AS TO FORM and REQUIRED COUNTY COUNSEL STATEMENT:

“The terms and provisions of the agreement are fully authorized under State and local law and the agreement provides full legal authority for the County.”

By: Deputy County Counsel Date: _____

Attachment: HUD 424-B

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **5.**

FROM: Matt Burton, Director of Finance and Administrative Services

DATE: 06/12/2023

SUBJECT: **Adopt the Fiscal Year 2023-24 Appropriations Limit**

RECOMMENDATION

Adopt a Resolution establishing the City's Fiscal Year 2023-24 appropriations limit.

SUMMARY

In 1979, Proposition 4, known as the Gann Initiative, added Article XIIIB to the State Constitution. The Gann Initiative, combined with modifications made in 1990 by Proposition 111, limits the annual growth of tax-funded government spending to changes in population and inflation. The City's appropriations limit, also known as the "Gann limit", is required to be adopted annually by the City Council.

DISCUSSION

The appropriations limit applies only to revenues derived from taxes, such as property taxes, sales taxes, etc., and is based on actual FY 1986-87 appropriations adjusted each year for inflation and population growth. The inflation factor is either the percentage change in California’s Per Capita Income or the growth in the City’s assessed value due to the addition of non-residential new construction. The population factor is the growth in either the City’s or the County’s population, whichever is greater.

The FY 2023-24 appropriations limit was calculated in accordance with these guidelines utilizing the factors provided by the State Department of Finance and property tax information provided by the City's property tax consultant. For the inflation factor, the growth in assessed valuation from non-residential new construction was greater than the growth in per capita personal income (6.00%, compared to 4.44%), therefore, the assessed valuation growth was used. This year, the City and the County both experienced population declines. As a percentage, the City's decline was smaller (-0.12% compared to -0.46% for the County), therefore, the City's factor was used in the calculation.

The limit is calculated as shown below.

FY 2022-23	Change in Assesed	Percent	FY 2023-24

FY 2022-23 Appropriations Limit	Valuation due to non-residential new construction (6.00%)	increase/decrease in City population (-0.12%)	FY 2023-24 Appropriations Limit
$95,519,320	x 1.06	x 0.9988	$101,128,979

For FY 2023-24, the City's appropriations limit will be $101,128,979. The FY 2023-24 proposed budget for City funds, scheduled for adoption on June 12, includes $33.3 million of tax proceeds. Therefore, the City will remain well below the statutory limit for the upcoming fiscal year.

BUDGET IMPACT

None.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Resolution

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS ESTABLISHING THE CITY'S APPROPRIATIONS LIMIT FOR THE 2023-24 FISCAL YEAR.

WHEREAS, Article XIIIB of the California State Constitution establishes and defines annual appropriations limits of local government; and

WHEREAS, appropriations subject to such limits may not exceed such limits; and

WHEREAS, documentation used in the determination of the appropriations limit for Fiscal Year 2023-24 has been available to the public in the Finance and Administrative Services Department for fifteen days as required by Government Code Section 7910; and

WHEREAS, Government Code Section 7910 also requires that each year the governing body shall, by resolution, establish its appropriations limit.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Cypress, hereby establishes the FY 2023-24 appropriations limit as follows:

FY 2023-24 Appropriations Limit	$101,128,979
FY 2023-24 Population Option Used	City of Cypress Growth (-0.12%)
FY 2023-24 Cost of Living Option Used	Change in Assessed Valuation due to the addition of local non-residential new construction (6.00%)

PASSED AND ADOPTED by the City Council of the City of Cypress, at a regular meeting held on the 12th day of June, 2023.

_____
MAYOR OF THE CITY OF CYPRESS

ATTEST:

_____
CITY CLERK OF THE CITY OF CYPRESS

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS

I, ALISHA FARNELL, City Clerk of the City of Cypress, DO HEREBY CERTIFY that the foregoing Resolution was duly adopted at a regular meeting of the said City Council held on the 12th day of June, 2023, by the following roll call vote:

AYES:
NOES:
ABSENT:

_____
CITY CLERK OF THE CITY OF CYPRESS

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **6.**

FROM: Matt Burton, Director of Finance and Administrative Services

DATE: 06/12/2023

SUBJECT: **Adopt the Cypress Recreation and Park District's Fiscal Year 2023-24 Appropriations Limit**

RECOMMENDATION

Adopt a Resolution establishing the Cypress Recreation and Park District's Fiscal Year 2023-24 appropriations limit.

SUMMARY

In 1979, Proposition 4, known as the Gann Initiative, added Article XIIIB to the State Constitution. The Gann Initiative, combined with modifications made in 1990 by Proposition 111, limits the annual growth of tax-funded government spending to changes in population and inflation. The Cypress Recreation and Park District's appropriations limit, also known as the "Gann limit", is required to be adopted annually by the City Council, acting as the ex-officio Board of Directors of the District.

DISCUSSION

The appropriations limit applies to revenues derived from taxes, which for the District only includes property taxes, and is based on actual FY 1986-87 appropriations adjusted each year for inflation and population growth. The inflation factor is either the percentage change in California’s Per Capita Income or the growth in the District's assessed valuation due to the addition of non-residential new construction. The population factor is the growth in either the District's or the County’s population, whichever is greater.

The FY 2023-24 appropriations limit was calculated in accordance with these guidelines utilizing the factors provided by the State Department of Finance and property tax information provided by the City's property tax consultant. For the inflation factor, the growth in assessed valuation due to non-residential new construction was greater than the growth in per capita personal income (6.00% compared to 4.44%), therefore, the growth in assessed valuation was used. This year, the District and the County both experienced population declines. As a percentage, the District's decline was smaller (-0.12% compared to -0.46% for the County), therefore, the District's factor was used in the calculation.

The limit is calculated as shown below.

FY 2022-23 Appropriations Limit	Change in Assessed Valuation due to non-residential new construction (6.00%)	Percent increase/decrease in County population (-0.23%)	FY 2023-24 Appropriations Limit
$10,628,051	x 1.06	x 0.9988	$11,252,215

For FY 2023-24, the District's appropriations limit will be $11,252,215. The District's FY 2023-24 proposed budget, scheduled for adoption on June 12, includes $7.2 million of tax proceeds. Therefore, the District will remain well below the statutory limit for the upcoming fiscal year.

BUDGET IMPACT

None.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Resolution

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS, EX OFFICIO GOVERNING BOARD OF DIRECTORS OF THE CYPRESS RECREATION AND PARK DISTRICT, A SUBSIDIARY DISTRICT OF THE CITY OF CYPRESS ESTABLISHING THE CYPRESS RECREATION AND PARK DISTRICT'S APPROPRIATIONS LIMIT FOR THE 2023-24 FISCAL YEAR.

WHEREAS, Article XIIIB of the State Constitution establishes and defines annual appropriations limits of local government; and

WHEREAS, appropriations subject to such limits may not exceed such limits; and

WHEREAS, documentation used in the determination of the appropriations limit for Fiscal Year 2023-24 has been available to the public in the Finance and Administrative Services Department for fifteen days as required by Government Code Section 7910; and

WHEREAS, Government Code Section 7910 also requires that each year the governing body shall, by resolution, establish its appropriations limit.

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Cypress, acting as the ex officio governing Board of Directors of the Cypress Recreation and Park District, hereby establishes the FY 2023-24 appropriations limit for the Cypress Recreation and Park District as follows:

FY 2023-24 Appropriations Limit	$11,252,215
FY 2023-24 Population Option Used	City of Cypress Growth (-0.12%)
FY 2023-24 Cost of Living Option Used	Change in Assessed Valuation due to the addition of local non-residential new construction (6.00%)

PASSED AND ADOPTED by the City Council of the City of Cypress, ex officio governing Board of Directors of the Cypress Recreation and Park District, at a regular meeting held on the 12th day of June, 2023.

_____
MAYOR OF THE CITY OF CYPRESS

ATTEST:

_____
CITY CLERK OF THE CITY OF CYPRESS

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS

I, ALISHA FARNELL, City Clerk of the City of Cypress, DO HEREBY CERTIFY that the foregoing Resolution was duly adopted at a regular meeting of the said City Council held on the 12th day of June, 2023, by the following roll call vote:

AYES:
NOES:
ABSENT:

_____
CITY CLERK OF THE CITY OF CYPRESS

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **7.**

FROM: Matt Burton, Director of Finance and Administrative Services

DATE: 06/12/2023

SUBJECT: **Adopt Annual Statement of Investment Policy**

RECOMMENDATION

Adopt a Resolution approving the Annual Statement of Investment Policy.

DISCUSSION

The City Council's investment philosophy is designed to ensure funds are always safe and available when needed. The Annual Statement of Investment Policy (policy) clearly states the policies and procedures for the prudent investment of the City's cash. It outlines investment-related activities which represent an effective cash management and short-term investment plan. The existing policy continues to be consistent with the City's investment objectives. As a result, there are no substantive changes to the attached investment policy. The only modification incorporates a change in California Government Code Section 53601 which requires investment transactions be settled (completed) within 45 days of committing to the purchase.

BUDGET IMPACT

None.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Resolution

FY 2023-24 Statement of Investment Policy

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS, AND ACTING AS THE EX OFFICIO GOVERNING BOARD OF DIRECTORS OF THE CYPRESS RECREATION AND PARK DISTRICT, ADOPTING THE ANNUAL STATEMENT OF INVESTMENT POLICY

WHEREAS, Section 53646 of the Government Code of the State of California establishes and requires the City Treasurer to annually render to the City Council at a public meeting a Statement of Investment Policy; and

WHEREAS, the City Treasurer has heretofore prepared and submitted to the City Council a proposed Statement of Investment Policy, pursuant to law;

NOW, THEREFORE BE IT RESOLVED that the City Council of the City of Cypress, and acting as the ex officio governing Board of Directors of the Cypress Recreation and Park District, hereby adopts the Annual Statement of Investment Policy.

PASSED AND ADOPTED by the City Council of the City of Cypress, ex officio governing Board of Directors of the Cypress Recreation and Park District, at a regular meeting held on the 12th day of June, 2023.

_____
MAYOR OF THE CITY OF CYPRESS

ATTEST:

_____
CITY CLERK OF THE CITY OF CYPRESS

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS

I, ALISHA FARNELL, City Clerk of the City of Cypress, DO HEREBY CERTIFY that the foregoing Resolution was duly adopted at a regular meeting of the said City Council held on the 12th day of June, 2023, by the following roll call vote:

AYES:
NOES:
ABSENT:

_____
CITY CLERK OF THE CITY OF CYPRESS

CITY OF CYPRESS

STATEMENT OF INVESTMENT POLICY

FISCAL YEAR 2023-24



CITY OF CYPRESS
STATEMENT OF INVESTMENT POLICY
Fiscal Year 2023-24

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CITY OF CYPRESS
STATEMENT OF INVESTMENT POLICY
Fiscal Year 2023-24

PURPOSE

This purpose of this policy is to provide guidelines for the prudent investment of unexpended funds to maximize security while meeting daily cash flow demands and providing a market rate of return. The investment practices and policies are based on compliance with State law and prudent money management principles.

SCOPE

This Statement of Investment Policy (Policy) covers all funds under the City's control, including the Cypress Recreation and Park District and the Successor Agency to the dissolved Cypress Redevelopment Agency, collectively referred to herein as the City's investment portfolio, or portfolio.

This Policy also applies to any bond proceeds. If a bond's trust agreement is more restrictive than this Policy, then the trust agreement supersedes this Policy. The City may delegate its investment responsibility to the fiscal agent to ensure compliance with the bond covenants when managing bond proceeds. Borrowing money solely for the purpose of investing and earning arbitrage is specifically prohibited.

The Public Agencies Post-Employment Benefits Trust (PARS Trust) is managed under separate investment goals, objectives, and management policies, and as such is specifically excluded from this policy. Additional information can be found in the Investment Guidelines Document for the PARS Trust.

PRUDENCE

The City strives to maintain the level of investment of all idle funds as near 100% as possible. All temporarily pooled idle cash is invested under the Prudent Investor Standard, as set forth in California Government Code Section 53600.3:

"…all governing bodies of local agencies or persons authorized to make investment decisions on behalf of those local agencies investing public funds pursuant to this chapter are trustees and therefore fiduciaries subject to the prudent investor standard. When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency. Within the limitations of this section and

considering individual investments as part of an overall strategy, investments may be acquired as authorized by law."

OBJECTIVE

The primary objectives, in priority order, of the City's investment activities shall be:

a. Safety - The safety and risk associated with an investment refers to the potential loss of principal, interest or a combination of these amounts. The City will undertake investments in a manner that seeks to ensure the preservation of capital in the overall portfolio.

b. Liquidity - This refers to the ability to "cash in" at any moment in time with a minimal chance of losing some portion of principal or interest. The City will maintain sufficient cash and short-term investment instruments which, together with projected revenues, will provide sufficient liquidity to meet all operating requirements as well as unanticipated needs for funds.

c. Return on Investments (Yield) – Yield is the income returned on investments. The Portfolio will be designed with the objective to attain a market rate of return throughout budgetary and economic cycles, commensurate with the City's investment risk constraints and cash flow requirements.

DELEGATION OF AUTHORITY

The City Council, pursuant to California Government Code Section 53601, has primary responsibility for the investment of surplus monies. As authorized under Section 53607, the City Council hereby delegates its authority to invest surplus City funds to the City Treasurer and the Finance Manager. This delegation of authority shall be in effect for one fiscal year. The City Council may renew the authority annually and may revoke the authority at any time.

CITY OF CYPRESS
STATEMENT OF INVESTMENT POLICY
Fiscal Year 2023-24

ETHICS AND CONFLICTS OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activity that could conflict with proper execution of the investment program or which could impair their ability to make impartial investment decisions. Officials, staff members and investment consultants shall disclose to the City Manager any material financial interests with a financial institution, provider, dealer or broker that conducts business with the City. Officials, staff members and investment consultants will further disclose any personal financial position that could be related to the City's cash and investment portfolio.

Any firm proposing to provide any type of investment service to the City shall acknowledge their familiarity with and agree to abide by any Federal and State laws or regulations pertaining to contractual conflicts of interest or contributions by such firms, their employees, spouses or agents. Any persons, firms, dealers, brokers and advisors providing investment services or bond issue assistance shall disclose to the City Treasurer and Finance Manager all fee sharing and commission arrangements with other entities or persons prior to the City agreeing to buy an investment or issuing bonds.

AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

The Treasurer will maintain a list of approved financial institutions authorized to provide investment services to the City. The City of Cypress shall transact business only with banks, savings and loans, and "primary" or "regional" registered investment securities broker/dealers with offices located in the State of California. The firms, and individuals covering the agency, should be knowledgeable and experienced in public agency investing and the investment products involved. Any broker/dealer or financial institution wishing to provide services must provide the following to the City Treasurer:

- A completed City of Cypress Broker/Dealer Questionnaire
- Audited financial statements
- Proof of Financial Industry Regulatory Authority (FINRA) certification
- Trading resolution
- Proof of state registration

AUTHORIZED AND SUITABLE INVESTMENTS

The City is authorized by California Government Code Section 53600 et seq. to invest in specific types of securities. This Statement of Investment Policy further limits the authorized investments to the following:

a) U.S. Treasury Securities

United States Treasury bills, notes, bonds, or certificates of indebtedness, for which the full faith and credit of the United States are pledged for the payment of principal and interest. There is no limit on the percentage of the portfolio that can be invested in this category.

b) U.S. Government Agency Securities

Bonds or obligations issued by federal government agencies or government-sponsored enterprises. There is no limit on the percentage of the portfolio that can be invested in this category. Examples include:

- Federal Home Loan Mortgage Corporation (FHLMC)
- Federal National Mortgage Association (FNMA)
- Federal Farm Credit Bank (FFCB)
- Federal Home Loan Bank Notes and Bonds (FHLB)
- Federal Agricultural Mortgage Corporation (FAMC)
- Government National Mortgage Association (GNMA)

c) Certificates of Deposit (CD)

A time deposit with a specific maturity evidenced by a Certificate. Purchases of CDs shall not exceed 25% of the portfolio at the time of purchase, nor one year maturity.

d) Bankers' Acceptances

Also known as bills of exchange or time drafts, Bankers' Acceptances are drawn on and accepted by a commercial bank. Purchases of bankers' acceptances shall not exceed 180 days maturity. Issuing banks must be rated by at least two of the Nationally Recognized Statistical Rating Organizations (NRSROs) and have a short-term rating of at least A1/P1 and a long-term rating, if any, of not less than "A". Bankers' Acceptances shall not exceed 25% of the portfolio at the time of purchase.

e) Commercial Paper

Short-term, unsecured promissory notes issued by both financial and non-financial corporations. Eligible commercial paper shall be of "prime" quality of the highest ranking or of the highest letter and number rating as provided by an NRSRO, shall not exceed 270 days maturity, and shall not exceed 25% of the portfolio at the time of purchase. Furthermore, the City may invest no more than 10% of its total portfolio in the commercial paper and medium-term corporate notes of any single issuer at the time of purchase.

f) Negotiable Certificates of Deposit

Negotiable Certificates of Deposit issued by a nationally or state-chartered bank, a savings association, or a federal association, a state or federal credit union, or by a federally licensed or state-licensed branch of a foreign bank. Issuing institutions must be rated by at least two of the NRSROs and have a short-term rating of at least A1/P1 and a long-term rating, if any, of not less than "A". Negotiable CDs shall not exceed 25% of the portfolio at the time of purchase.

g) Medium-term Corporate Notes

Unsecured promissory notes issued by corporations organized and operating in the United States or by depository institutions licensed by the United States or any state and operating within the United States. Notes eligible for investment under this subdivision shall be rated "A" or better by an NRSRO. Medium-term Corporate Notes shall not exceed 25% of the portfolio at the time of purchase. Furthermore, the City may invest no more than 10% of its total portfolio in the commercial paper and medium-term corporate notes of any single issuer at the time of purchase.

h) Local Agency Investment Fund (LAIF)

LAIF is a voluntary investment program administered by the California State Treasurer and overseen by the Local Investment Advisory Board. It allows local agencies to invest in a major portfolio while maintaining highly liquid investments. The City may invest in LAIF up to the maximum permitted by State law.

i) Investment Trust of California (CalTRUST)

CalTRUST is a Joint Powers Authority created by local public agencies to deposit funds for investment. CalTRUST is governed by a Board of Trustees made up of experienced local agency treasurers and investment officers. There is no minimum investment, nor is there a maximum investment imposed by CalTRUST, however, the City has established a maximum of $50 million.

j) Money Market Mutual Funds

Shares of money market mutual funds as described in Government Code Section 53601(l). The total investment in money market mutual funds shall not exceed 20% of the portfolio at the time of purchase. No more than 10% of the portfolio may be invested in any one mutual fund.

k) Municipal Bonds

Bonds issued by local agencies of the United States, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency or by a department, board, agency, or authority of the local agency rated "A" or better by an NRSRO. No more than 5% of the portfolio may be invested in any one municipal issuer. In addition, the aggregate investment in municipal bonds may not exceed 25% of the portfolio at the time of purchase.

REVIEW OF INVESTMENT PORTFOLIO

The securities held by the City must be in compliance with Section 8 – Authorized and Suitable Investments at the time of purchase. Because some securities may not comply with Section 8 subsequent to the date of purchase, the Treasurer shall at least quarterly review the portfolio to identify any securities no longer in compliance. The Treasurer shall report to the City Council any major and critical incidences of noncompliance identified through the portfolio review.

If the credit rating of a security in the portfolio is downgraded, the City Treasurer and Finance Manager will monitor the credit risk and evaluate the need to sell the security prior to maturity. When selling securities prior to maturity, losses are only acceptable if (1) the proposed swap/trade can clearly enhance yield (value) over the life of the new security on a total return basis, or (2) to prevent the further loss of principal. Sufficient written documentation to facilitate the audit of the transaction must be maintained. Under Section 53601.6 of the California Government Code, the City may hold prohibited investments until their maturity to avoid incurring a loss. This allows the City to "grandfather" in securities purchased prior to a downgrade or the effective date of new legislation.

INVESTMENT POOLS/MUTUAL FUNDS

The Treasurer shall be required to research all investment pools and mutual funds prior to investing in them, and to stay abreast of any changes while the funds are invested in the pool/fund. The analysis should include an understanding of the pool/fund's eligible securities, maximum maturities, interest calculation and distribution, size, withdrawal and deposit limits, and expense ratio.

CITY OF CYPRESS
STATEMENT OF INVESTMENT POLICY
Fiscal Year 2023-24

COLLATERALIZATION

Surplus funds must be deposited in state or national banks, state or federal savings associations or federal credit unions within the State of California. All demand and time deposits shall be collateralized with securities authorized by California Government Code Section 53651 et seq. The bank or savings and loan must secure public funds deposits with eligible securities having a market value of 110% of the total amount of the deposits or first trust deeds having a value of 150% of the total amount of the deposits. The Treasurer may waive security for that portion of a deposit, which is insured pursuant to Federal law. The first $250,000 of a deposit is federally insured. Deposits over $250,000 are collateralized as indicated above.

SAFEKEEPING AND CUSTODY

All security transactions shall be conducted on a delivery-versus-payment (DVP) method. All securities shall be registered in the name of the City of Cypress and held by a third-party custodian designated by the City Treasurer.

MAXIMUM MATURITIES AND SETTLEMENT PERIODS

In accordance with California Government Code, the City will not invest in any security maturing more than 5 years from the settlement date. Investment purchases must settle within 45 days of the commitment to purchase the investment. If the City Treasurer desires to invest in longer-term securities, the Government Code allows such an investment if it is expressly approved by the City Council at least three months prior to the purchase.

INTERNAL CONTROLS

A system of internal control shall be established and documented in writing. The controls shall be designed to prevent losses of public funds arising from irregularities, employee error, misrepresentation of third parties, unanticipated changes in financial markets, or imprudent actions by employees and officers of the City. Controls deemed most important include: control of collusion, separation of duties, custodial safekeeping, clear delegation of authority, written confirmation of transactions, minimizing the number of authorized investment officials, documentation of transactions and strategies, and code of ethics standards.

CITY OF CYPRESS
STATEMENT OF INVESTMENT POLICY
Fiscal Year 2023-24

REPORTING

Under provisions of Section 53607 of the California Government Code, the City Treasurer shall submit a monthly investment report to the City Council. This report will list the type of investment, institution, date of maturity, amount of deposit, rate of interest, current market value of securities with maturities in excess of 12 months, source of market valuations, and statement of compliance. A schedule of market values maturing by date and type, and such other data as required by the City Council will also be provided.

INVESTMENT POLICY ADOPTION

The City Treasurer and Finance Manager shall be responsible for reviewing and modifying this Statement of Investment Policy annually for City Council approval to ensure its consistency with the overall objectives of safety, preservation of principal, and liquidity, and its relevance to current law and current financial and economic conditions.

INDEMNIFICATION

Any authorized investment personnel acting with prudence and in accordance with the City Statement of Investment Policy, will not be held personally liable for any investment losses. Through surety bonds the City is indemnified against any investment personnel acting with malfeasance, misfeasance or nonfeasance.



City Treasurer

June 1, 2023
Date

Attachments: Investment Guidelines and Strategy
Investment Procedures-Internal Control Guidelines
Segregation of Responsibilities of the Treasury Functions
Glossary of Investment Terminology

CITY OF CYPRESS
STATEMENT OF INVESTMENT POLICY
Fiscal Year 2023-24

INVESTMENT GUIDELINES AND STRATEGY

I. GUIDELINES:

Guidelines are established to direct and control activities in such a manner that previously established goals are achieved.

1. Investment Transaction: Every investment transaction must be authorized and reviewed by the City Treasurer and Finance Manager.

2. Pooled Cash: Whenever practical, cash is consolidated into one bank account and invested on a pooled concept basis. Interest earnings are allocated quarterly to each fund according to fund actual month-end cash balances.

3. Competitive Bids: Purchases and sales of securities are made on the basis of competitive offers and bids when practical.

4. Cash Forecasting: The cash flow for the City is projected with the receipt of revenues and maturity of investments scheduled so that adequate cash will be available to meet disbursement requirements.

5. Investment Limitations: Security purchases and holdings are maintained within statutory limits imposed by the California Government Code. The City's current limits are listed on the following page.

6. Liquidity: The marketability (salability) of a security is considered at the time of purchase, as the security may have to be sold at a later date to meet unanticipated cash demands.

7. Diversification: The portfolio should consist of various types of securities, issuers, and maturities.

8. Evaluate Certificates of Deposit:

   a) Certificates of Deposit shall be evaluated in terms of Federal Deposit Insurance Corporation (FDIC) coverage. The City does not purchase Certificates of Deposit in excess of the FDIC coverage amount.

   b) Negotiable Certificates of Deposit shall be evaluated in terms of the credit worthiness of the issuer, as these deposits are uninsured and uncollateralized promissory notes.

CITY OF CYPRESS
STATEMENT OF INVESTMENT POLICY
Fiscal Year 2023-24

INVESTMENT GUIDELINES AND STRATEGY

	CITY POLICY		GOVERNMENT CODE	
PERMITTED INVESTMENTS	Portfolio Limit	Maximum Maturity	Portfolio Limit	Maximum Maturity
U.S. Treasury Securities	No limit	5 years	No limit	5 years
U.S. Agency Securities	No limit	5 years	No limit	5 years
Certificates of Deposit (CD)	25%	1 year	No limit	5 years
Bankers' Acceptances [1]	25%	180 days	40%	180 days
Commercial Paper [2]	25%	270 days	25% - 40%	270 days
Negotiable CDs [1]	25%	5 years	30%	5 years
Medium-term Corporate Notes [2]	25%	5 years	30%	5 years
LAIF	No limit [3]	n/a	No limit [3]	n/a
CalTRUST	$50 million	n/a	No limit	n/a
Money Market Mutual Funds	20%	n/a	20%	n/a
Municipal Bonds [4]	25%	5 years	No limit	5 years

[1] Individual issuer limit of 10%

[2] Individual issuer limit of 10% for Commercial Paper and Medium-term Corporate Notes combined

[3] Limit set by LAIF Governing Board is $75 million per individual account. The City maintains two LAIF accounts (City and the Recreation and Park District).

[4] Individual issuer limit of 5%

CITY OF CYPRESS
STATEMENT OF INVESTMENT POLICY
Fiscal Year 2023-24

INVESTMENT GUIDELINES AND STRATEGY

II. STRATEGY:

Strategy refers to the ability to manage financial resources in the most advantageous manner.

1. Economic Forecasts: Economic forecasts are obtained periodically from economists and financial experts to assist with the formulation of an investment strategy for the local agency.

2. Implementing Investment Strategy: Investment transactions are executed which conform with anticipated interest rate trends and the current investment strategy plan.

3. Preserve Portfolio Value: The City generally holds investments until maturity to avoid short-term market fluctuations..

III. AUDIT:

Annually, the City's external auditors test the City's portfolio for conformance to this policy in relation to the financial statement audit.

CITY OF CYPRESS
STATEMENT OF INVESTMENT POLICY
Fiscal Year 2023-24
INVESTMENT PROCEDURES
INTERNAL CONTROL GUIDELINES

I. OBJECTIVES OF INTERNAL CONTROL:

Internal control is the plan of organization and all the related systems established by management's objective of ensuring, as far as practicable:

- The orderly and efficient conduct of its business, including adherence to management policies.
- The safeguarding of assets.
- The prevention or timely detection of errors and irregularities.
- The accuracy and completeness of the accounting records.
- The timely preparation of reliable financial information.

II. LIMITATIONS OF INTERNAL CONTROL:

No internal control system, however elaborate, can by itself guarantee the achievement of management's objectives. Internal control can provide only reasonable assurance that the objectives are met, because of its inherent limitations, including:

- Management's typical and practical requirement that a control be cost-effective.
- The focus of most controls on recurring, rather than unusual, types of transactions.
- Human error due to misunderstanding, carelessness, fatigue or distraction of functions.
- The potential for a person responsible for exercising control abusing that responsibility.
- Frequently, a member of management may be in a position to override controls which management has set up.
- Collusion, where two or more employees conspire to circumvent controls.

III. ELEMENTS OF INTERNAL CONTROL:

Elements of a system of internal control are the means by which an organization can satisfy the objectives of internal control. These elements are:

- ORGANIZATION: Specific responsibility for the performance of duties should be assigned and lines of authority and reporting clearly identified and understood.

- PERSONNEL: Personnel should have capabilities commensurate with their responsibilities. Personnel selection and training policies, together with the quality and quantity of supervision, are essential.

- SEGREGATION OF FUNCTIONS: Segregation of incompatible functions reduces the risk that a person is in a position both to perpetrate and conceal errors or irregularities in the normal course of duty. If different people handle two parts of a transaction, collusion is necessary to conceal errors or irregularities. In particular, the functions that should be considered when evaluating segregation of functions are authorization, execution, recording, custody of assets, and performing reconciliations.

- AUTHORIZATION: An appropriate responsible individual should authorize all transactions. The responsibilities and limits of authorization should be clearly delineated. The authorization for a specific transaction or the granting of authority for transactions should be to a position commensurate with the significance of the transactions. Delegation of authority to authorize transactions should be handled carefully.

- CONTROLS OVER ACCOUNTING SYSTEM: Controls over an accounting system include manual and automated procedures carried out independently to ascertain that transactions are complete, valid, authorized and properly recorded.

IV. CASH CONTROLS:

1. Cash control procedures include the following:
    a. Receipts are reconciled on a daily basis.
    b. Amounts are deposited intact.
    c. All bank accounts are duly authorized.
    d. Bank reconciliations are prepared and reviewed.
    e. The posting of cash receipt entries in books is timely.
    f. Receipt forms are automated, accounted for, and physically secured.
    g. Proper approval required for write-off of customer accounts.
    h. Checks are restrictively endorsed upon receipt.
    i. Adequate physical security over cash.
    j. Individuals who handle cash do not post account records.
    k. Adequate supervision of Finance Department operations.

2. Significant revenues are confirmed directly with payer and compared with City books to make sure amounts are recorded properly.

3. Cash balances are substantiated by confirming **all** account balances. Bank reconciliations are reviewed for propriety and recalculated by the auditor. All significant reconciling items on bank reconciliations are verified as valid reconciling items by proving to subsequent bank statements.

CITY OF CYPRESS
STATEMENT OF INVESTMENT POLICY
Fiscal Year 2023-24

SEGREGATION OF RESPONSIBILITIES OF THE TREASURY FUNCTIONS

Function	Responsibility
1. Authorization of Investment Transactions	
A) Formal Investment Policy	
Prepared by:	Finance Manager/City Treasurer
Approved by:	City Treasurer
Adopted by:	City Council
B) Investment transactions approved by:	City Treasurer
C) Monthly Investment Report	
Prepared by:	Accountant/Finance Manager
Reviewed by:	Finance Manager/City Treasurer
Approved by:	City Treasurer
Submitted to:	City Council
2. Execution of investment transactions:	Finance Manager/City Treasurer
3. Timely recording of investments in Treasurer's records:	Finance Manager/City Treasurer
4. Recording of investments in the accounting records:	Accountant/Finance Manager
5. Accounting records approved by:	City Treasurer
6. Verification on investment with broker's records:	Accountant/Finance Manager
7. Safeguarding of Assets and Records	
A) Reconciliation of Treasurer's records to accounting records, bank statements and safekeeping records:	Finance Manager/City Treasurer
B) Approved by:	City Treasurer
C) Review of financial institution's financial condition, safety, liquidity, and yield potential of investments:	Finance Manager with City Treasurer approval
8. Wire Transfer Control Procedures	
A) Written amount, account and authorization agreement:	Requesting Department
B) Dual-approval required for all wire transfers:	Finance Manager/City Treasurer
9. Annual review of investment portfolio prepared by Finance Manager/City Treasurer, including investment types, purchase price, market values, maturity dates, yields, and safekeeping reports:	Independent Auditors for Financial Statements

CITY OF CYPRESS
STATEMENT OF INVESTMENT POLICY
Fiscal Year 2023-24

GLOSSARY OF INVESTMENT TERMINOLOGY

Bankers' Acceptances: Short-term debt instruments issued by a company and guaranteed by a commercial bank. They are time drafts in which a bank accepts the obligation to pay the principal and interest at maturity even if the issuer does not. Essentially, these are bank obligations collateralized by goods being shipped between an exporter and importer. The date of maturity typically ranges between 30 and 180 days. The City may not invest more than 25% of its surplus money in Bankers' Acceptances with each issuer limited to 10%.

Basis Point: One one-hundredth of one percent, or 0.01%. Basis points are often used to describe changes in yields on bonds and notes.

Bid Price: The price at which a buyer offers to buy a security.

Certificates of Deposit (CD): A deposit of funds at a bank for a specified period of time that earns interest at a specified rate. The City does not purchase Certificates of Deposit that are not FDIC insured. The City may invest up to 25% of its surplus money in insured CD's with maturities of one year of less.

Collateral: Securities or cash pledged by a borrower to secure repayment of a loan or repurchase agreement. Also, securities pledged by a financial institution to secure deposits of public funds.

Commercial Paper: Short-term unsecured promissory notes issued by a corporation to raise working capital. These negotiable instruments are typically purchased at a discount to par value or at par value with interest bearing. Local agencies are permitted by State law to invest in Commercial Paper of the highest ranking or of the highest letter and numerical rating as provided by a nationally recognized statistical rating organization (NRSRO). Purchases of eligible Commercial Paper may not exceed 270 days maturity, nor exceed 25% of the City's surplus funds. Furthermore, the City may invest no more than 10% of its total portfolio in the commercial paper and medium-term corporate notes of any single issuer at the time of purchase.

Coupon: The annual rate of interest a bond’s issuer promises to pay the bondholder on the bond’s face value.

Credit Risk: The risk to an investor that an issuer will default in the payment of interest and/or principal on a security.

CITY OF CYPRESS
STATEMENT OF INVESTMENT POLICY
Fiscal Year 2023-24

GLOSSARY OF INVESTMENT TERMINOLOGY

Delivery Versus Payment (DVP): A procedure for settling investment transactions in which the delivery of the security by the seller and the payment for the security by the buyer happen simultaneously by a third-party safekeeping agent. This practice ensures no funds are at risk in an investment transaction as funds are not released until securities are delivered.

Discount: The difference between the par value of a bond and the cost of the bond, when cost is below par. Some short-term securities, such as Treasury bills and bankers acceptances, are known as discount securities. They sell at a discount from par and return par value to the investor at maturity, without additional interest. Other securities trade at a discount when the coupon rate is lower than the current market rate for securities of that maturity and/or quality.

Duration: A measure of the timing of cash flows, such as the interest payments and the principal repayment, to be received from a given fixed-income security. This calculation is based on three variables: term to maturity, coupon rate, and yield to maturity. The duration of a security is a useful indicator of its price volatility for given changes in interest rates.

Federal Funds Rate: Interest rate charged by banks with excess reserves at a Federal Reserve bank to banks needing overnight loans to meet reserve requirements.

Interest: The amount earned while owning a security, generally calculated as a percentage of the principal amount.

Investment Trust of California (CalTRUST): A Joint Powers Agency Authority created by local public agencies to deposit funds for investment. CalTRUST is authorized as an investment under California Government Code Section 53601(p). While there is no maximum balance imposed by CalTRUST, the City has established a $50 million limit. CalTRUST offers varying degrees of liquidity, with the short-term option providing that deposits can be converted to cash in 24 hours. Interest is distributed to those agencies participating on a per share basis determined by the amounts deposited and the length of time they are deposited. Interest is paid monthly. CalTRUST retains a portion of the earnings for administrative costs, ranging between 12 and 20 basis points.

CITY OF CYPRESS
STATEMENT OF INVESTMENT POLICY
Fiscal Year 2023-24

GLOSSARY OF INVESTMENT TERMINOLOGY

Local Agency Investment Fund (LAIF): A voluntary investment alternative for local governments and special districts authorized by California Government Code Section 16429.1 et seq. There is no minimum investment period and the minimum transaction is $5,000. Each LAIF account is limited to 15 transactions per month and subject to a maximum balance, currently set by the State Treasurer at $75 million, but subject to change. LAIF offers high liquidity because deposits can be converted to cash in 24 hours with no interest lost. Interest is distributed to those agencies participating on a per share basis determined by the amounts deposited and the length of time they are deposited. Interest is paid quarterly. The State retains a portion for administrative costs, not to exceed five percent of the quarterly earnings.

The pooling of the State's surplus cash with the participant's surplus cash creates a multi-billion dollar money pool and allows diversified investments. In a high interest rate market, the City may do better than LAIF however, in times of low interest rates, LAIF's yields tend to be higher. The City invests in the Local Agency Investment Fund, whose Investment Policy allows investments in securities not specifically authorized by the City's Investment Policy. However these investments by LAIF are allowable under the California Government Code.

Market Risk: The possibility of an investor experiencing losses due to factors that affect the overall performance of the financial markets. Market risk is also known as undiversifiable risk because it affects all asset classes and is unpredictable.

Market Value: The price at which a security is trading and could presumably be purchased or sold.

Maturity: The date upon which the principal or stated value of an investment becomes due and payable.

Medium Term Corporate Notes: Unsecured promissory notes issued by a corporation organized and operating in the United States. These are negotiable instruments traded in the secondary market. Medium Term Corporate Notes can be defined as extended maturity Commercial Paper. Local agencies are restricted by the Government Code to investments in corporations rated in the top three note categories by an NRSRO, five year maximum maturity and may not exceed 30% of surplus funds. The City's restrictions are a maximum term of five years to maturity and total investments in Medium Term Corporate Notes may not exceed 25% of the City's surplus funds. Furthermore, the City may invest no more than 10% of its total portfolio in the commercial paper and medium-term corporate notes of any single issuer at the time of purchase.

Municipal Bonds: Debt securities issued by a state or local government or governmental entity.

CITY OF CYPRESS
STATEMENT OF INVESTMENT POLICY
Fiscal Year 2023-24

GLOSSARY OF INVESTMENT TERMINOLOGY

Nationally Recognized Statistical Rating Organization (NRSRO): A credit rating organization that provides an assessment of the creditworthiness of a firm or financial instrument(s), and is registered with the Securities and Exchange Commission.

Negotiable Certificates of Deposit: Unsecured obligations of the financial institution, bank or savings and loan, bought at par value with the promise to pay face value plus accrued interest at maturity. They are high-grade negotiable instruments, paying a higher interest rate than regular certificates of deposit. The primary market issuance is in multiples of $1,000,000, the secondary market usually trades in denominations of $500,000, and smaller lots are occasionally available. As a matter of practice, only the ten largest US banks, where there is a secondary market established for continued liquidity, are considered for investment. Purchases of Negotiable Certificate of Deposit may not exceed 25% of the City's surplus funds and five years to maturity. The City may invest no more than 10% of its total portfolio in the negotiable certificates of deposit of any single issuer.

Offer Price: The price asked by a seller of securities.

Par Value: The face value of a bond.

Premium: The difference between the par value of a bond and the market value of the bond, when the market price is above par. A bond is usually sold at a premium when it offers a coupon rate higher than prevailing interest rates.

Principal: The face value or par value of an investment.

Price Risk: The risk that the price of a bond sold prior to maturity will be less than the price at which the bond was originally purchased.

Reinvestment Risk: The risk that coupon payments (or other payments received) cannot be reinvested at the same rate as the initial investment.

Safekeeping: Storage and protection of a customer's financial assets, provided as a service by an institution serving as Agent or Custodian and, where control is delegated by the customer.

Settlement Date: The date on which an investment trade/purchase is finalized, cash/assets are exchanged and all parties take possession of the securities/assets agreed-upon in the terms of the trade/purchase.

CITY OF CYPRESS
STATEMENT OF INVESTMENT POLICY
Fiscal Year 2023-24

GLOSSARY OF INVESTMENT TERMINOLOGY

U.S. Government Agency Securities: Debt securities issued or guaranteed by U.S. federal government agencies, or bonds issued by government-sponsored enterprises (GSEs). GSEs are corporations created by Congress to foster a public purpose. Bonds issues or guaranteed be federal agencies, such as the Government National Mortgage Association, are backed by the full faith and credit of the U. S. government. Bonds issued by GSEs, such as the Federal Nation Mortgage Association, are not backed by the same guarantee as federal government agencies.

U.S. Treasury Bills: Direct obligations of the United States Government issued weekly with maturity dates up to one year. They are issued and traded on a discount basis with interest calculated on a 360-day basis and actual invested days, and paid at maturity. They are a highly liquid security. An unlimited amount of the City's portfolio may be invested in US Treasury Bills.

U.S. Treasury Notes: Direct obligations of the United States Government with original maturities of two to ten years. Notes are actively traded in a large secondary market and are very liquid. Interest is paid every six months until maturity. An unlimited amount of funds may be invested in US Treasury Notes with maximum terms of five years. The term may be extended if authorized by the City Council.

Yield: The rate of annual income return on an investment, expressed as a percentage.

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **8.**

FROM: Matt Burton, Director of Finance and Administrative Services

DATE: 06/12/2023

SUBJECT: **Receive and File the Five-Year Technology Master Plan**

RECOMMENDATION

Receive and file the Five-Year Technology Master Plan for FY 2023-24 through FY 2027-28.

DISCUSSION

The Technology Master Plan (Plan) provides a technology investment blueprint for the City and Recreation and Park District. The Plan categorizes and prioritizes technology projects for implementation over the next five years. It is updated and presented to the City Council annually in conjunction with the Budget.

The Plan for FY 2023-24 through FY 2027-28 remains focused on replacing in-person and paper services with new digital online services, as well as implementing additional accessibility services for the public. Online services have become a commonplace business standard that offer time savings and efficiencies benefiting both the public and the City. Additionally, the Plan continues the City's practice regarding the timely replacement of technological infrastructure. These infrastructure replacements, along with strong cybersecurity defenses, ensure the City remains protected and operations can continue uninterrupted.

Projects completed, or currently underway, from the Plan approved in conjunction with the FY 2022-23 budget include:

- City Facilities and Parks Security Survey
- City Facilities Copier Fleet Replacement
- In-Car Video Replacement for Police Vehicles
- Replacement of Police Vehicle Mobile Data Computers
- Voice over IP Network (VoIP) Phone System

Recommended Plan projects for FY 2023-24 include:

- Closed Captioning for City Council Meeting Streams
- Data Center Infrastructure Replacement

- Desktop/Laptop Computer Replacements
- Maintenance Management and Asset Software System
- Online Paperless Agenda Management Platform
- Online Public Records Request System
- Online Video Streaming Services
- Public Works Paperless Digitization
- Website Enhancements

BUDGET IMPACT

The FY 2023-24 Proposed Budget, scheduled for adoption on June 12, incorporates the $849,000 of technology investments included in the first year of the Plan. The Plan funding uses $339,000 of set-asides in the Technology Investment Fund, $455,000 of accumulated City and District replacement funds, and $55,000 of restricted Public Education Grant (PEG) monies.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Technology Master Plan - For the Five Years of FY 2023-24 through FY 2027-28

City of Cypress
Technology Master Plan

For the Five Years of
FY 2023-24 through FY 2027-28

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INTRODUCTION

Honorable Mayor and Members of the City Council,

We are pleased to present the City's five-year Technology Master Plan. The Plan provides a blueprint for technology investments; much like the Capital Improvement Program (CIP) does for facilities and infrastructure. It also aims to enable the City to enhance the delivery of core municipal services to our community and to promote organizational effectiveness.

Plan Overview

The Technology Master Plan projects are funded through a variety of sources including the City's Technology Investment Fund, which was established to provide start-up capital for new technology projects. Additionally, there are accumulated replacement funds set aside (largely from the General Fund) and some restricted monies (such as grants) which are available for the replacement of existing technology. The first year of the proposed Technology Master Plan calls for investing $339,000 from the Technology Investment Fund, $455,000 from Accumulated Replacement Funds, and $55,000 from Public Education Grant Monies.

The technology projects are classified into four categories:

- Customer service projects, which enhance the City's abilities to serve its customers.
- Organizational efficiency/transparency projects, which provide internal process efficiencies and enhance access to records and information through the City's website.
- Technology infrastructure projects, which provide for the replacement of vital existing equipment and invest in future needs.
- Unfunded future projects (if any) are of interest for staff and may be submitted to the City Council for future consideration. These projects may have significant funding requirements and/or legal barriers to consider prior to inclusion as a funded project in the first year of future Technology Master Plans.

Plan Objectives and Considerations

As online and digital-first solutions become more prevalent in everyday life, offering additional online service options to the public remains a high priority. Such enhancements are convenient and save time and resources for both the public and City personnel. Therefore, a major focus of the plan is to continue to provide high service levels through additional customer service and organizational efficiency projects. We have prioritized projects this year that meet these goals, which include an online public records request system and paperless digitization of existing public works blueprints and plans for online viewing.

Maintaining a regular hardware refresh cycle is crucial to ensure City personnel can work effectively, and to ensure the City's infrastructure remains secure from hardware vulnerabilities. Projects to meet this goal are also incorporated into this plan. Notable replacement projects for this year include an update of the City's data center hardware and replacement of all City computers and laptops.

Other Major Technology Projects Not in the Proposed Plan

While not in the proposed Plan, two significant public safety projects are expected to be initiated in FY 2023-24 which may impact the Information Technology Division's ability to deliver all the projects scheduled in the first year of the Plan. First, the City's Strategic Plan includes an objective to develop a strategy in early FY 2023-24 to deploy body worn cameras to Police patrol personnel. In addition, the FY 2022-23 Technology Master Plan and adopted budget includes the replacement of the police in-car video systems, which due to logistics and product availability delays will be carried over and re-budgeted in FY 2023-24. This project is expected to start early in the next fiscal year and may be expanded to include the new body worn camera system for the Police Department. Since the body worn camera project is still in an exploratory phase and a cost estimate has yet to be determined, the project is not included in the proposed Technology Master Plan. It is anticipated it will be incorporated into future Technology Master Plans once the scope, cost and timing of the project have been identified.

Conclusion

Continued funding of the Technology Master Plan is crucial to ensure resources are available to make needed improvements to the City's technology infrastructure. We look forward to the successful implementation of these projects, and appreciate the City Council's vision and ongoing commitment to the investment in the Technology Master Plan.

FIGURE 1: TECHNOLOGY PROJECTS INITIAL OUTLAY INVESTMENTS

Project Description	2023-24	2024-25	2025-26	2026-27	2027-28	5-Year
CUSTOMER SERVICE PROJECTS						
Closed Captioning for Council Meeting Streams	$ 35,000	$ -	$ -	$ -	$ -	$ 35,000
Online Public Records Request System	1,000	-	-	-	-	1,000
Website Enhancements	50,000	-	-	-	-	50,000
Customer Service Subtotal =	**$ 86,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 86,000**
ORGANIZATIONAL EFFICIENCY/TRANSPARENCY PROJECTS						
Maintenance Mgmt & Asset Software System	$ 250,000	$ -	$ -	$ -	$ -	$ 250,000
Online Paperless Agenda Management Platform	13,000	-	-	-	-	13,000
Online Video Streaming Services	20,000	-	-	-	-	20,000
Public Works Paperless Digitization	25,000	-	-	-	-	25,000
Org Efficiency/Transparency Subtotal =	**$ 308,000**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 308,000**
TECHNOLOGY INFRASTRUCTURE PROJECTS						
City Facility Conference Room AudioVisual	$ -	$ -	$ -	$ 30,000	$ -	$ 30,000
City Facility Copier Fleet Replacement	-	-	-	-	70,000	70,000
City Facility Wi-Fi Replacement	-	36,000	-	-	-	36,000
Community Center AudioVisual Enahncements	-	-	100,000	-	-	100,000
Data Center Infrastructure Replacement	235,000	-	-	-	-	235,000
Desktop/Laptop Computer Replacements	220,000	-	-	-	-	220,000
Engineering Large Format Plotter	-	-	-	-	7,000	7,000
Firewall - Network Security Appliance Replacement	-	-	-	40,000	-	40,000
In-Car Video Replacement for Police Vehicles	-	-	-	-	200,000	200,000
Network Switches Replacement	-	37,500	-	-	-	37,500
Police Vehicle Mobile Data Computers Replacement	-	-	-	-	250,000	250,000
Public Works Digital Plan Review Workstations	-	-	-	-	20,000	20,000
RCS Large Format Plotters	-	-	-	8,000	-	8,000
Senior Center AudioVisual Enhancements	-	25,000	-	-	-	25,000
Senior Center Lab Computers	-	-	-	7,200	-	7,200
Infrastructure Subtotal =	**$ 455,000**	**$ 98,500**	**$ 100,000**	**$ 85,200**	**$ 547,000**	**$ 1,285,700**
TOTAL =	**$ 849,000**	**$ 98,500**	**$ 100,000**	**$ 85,200**	**$ 547,000**	**$ 1,679,700**

FIGURE 2: TECHNOLOGY PROJECTS ONGOING MAINTENANCE/SERVICE COSTS

Project Description	2023-24	2024-25	2025-26	2026-27	2027-28	5-Year
CUSTOMER SERVICE PROJECTS						
Closed Captioning for Council Meeting Streams	$ 8,000	$ 8,000	$ 8,000	$ 8,000	$ 8,000	$ 40,000
Online Public Records Request System	9,000	9,000	9,000	9,000	9,000	45,000
Website Enhancements	-	-	-	-	-	-
Customer Service Subtotal =	**$ 17,000**	**$ 17,000**	**$ 17,000**	**$ 17,000**	**$ 17,000**	**$ 85,000**
ORGANIZATIONAL EFFICIENCY/TRANSPARENCY PROJECTS						
Maintenance Mgmt & Asset Software System	$ 30,000	$ 30,000	$ 30,000	$ 30,000	$ 30,000	$ 150,000
Online Paperless Agenda Management Platform	7,000	7,000	7,000	7,000	7,000	35,000
Online Video Streaming Services	10,000	10,000	10,000	10,000	10,000	50,000
Public Works Paperless Digitization	-	-	-	-	-	-
Org Efficiency/Transparency Subtotal =	**$ 47,000**	**$ 47,000**	**$ 47,000**	**$ 47,000**	**$ 47,000**	**$ 235,000**
TECHNOLOGY INFRASTRUCTURE PROJECTS						
City Facility Conference Room Audiovisual	$ -	$ -	$ -	$ -	$ -	$ -
City Facility Copier Fleet Replacement	-	-	-	-	16,000	16,000
City Facility Wi-Fi Replacement	-	1,650	1,650	1,650	1,650	6,600
Community Center Audiovisual Enhancements	-	-	6,000	6,000	6,000	18,000
Data Center Infrastructure Replacement	25,000	25,000	25,000	25,000	25,000	125,000
Desktop/Laptop Replacements	30,000	30,000	30,000	30,000	30,000	150,000
Engineering Large Format Plotter	-	-	-	-	-	-
Firewall - Network Security Appliance Replacement	-	-	-	10,600	10,600	21,200
In-Car Video Replacement for Police Vehicles	-	-	-	-	10,000	10,000
Network Switches Replacement	-	4,500	4,500	4,500	4,500	18,000
Police Vehicle Mobile Data Computers Replacement	-	-	-	-	-	-
Public Works Digital Plan Review Workstations	-	-	-	-	-	-
RCS Large Format Plotters	-	-	-	-	-	-
Senior Center AudioVisual Enhancements	-	3,000	3,000	3,000	3,000	12,000
Senior Center Lab Computers	-	-	-	-	-	-
Infrastructure Subtotal =	**$ 55,000**	**$ 64,150**	**$ 70,150**	**$ 80,750**	**$ 106,750**	**$ 376,800**
TOTAL =	**$ 119,000**	**$ 128,150**	**$ 134,150**	**$ 144,750**	**$ 170,750**	**$ 526,050**

FIGURE 3: TECHNOLOGY PROJECTS BY FUNDING SOURCE FOR FY 2023-24

Project Description	Technology Investment Fund	Accumulated Replacement Fund	Other	Total
CUSTOMER SERVICE PROJECTS				
Closed Captioning for Council Meeting Streams*	$ -	$ -	$ 35,000	$ 35,000
Online Public Records Request System	1,000	-	-	1,000
Website Enhancements	50,000	-	-	50,000
Customer Service Subtotal=	**$ 51,000**	**$ -**	**$ 35,000**	**$ 86,000**
ORGANIZATIONAL EFFICIENCY/TRANSPARENCY PROJECTS				
Maintenance Mgmt & Asset Software System	$ 250,000	$ -	$ -	$ 250,000
Online Paperless Agenda Management Platform	13,000	-	-	13,000
Online Video Streaming Services*	-	-	20,000	20,000
Public Works Paperless Digitization	25,000	-	-	25,000
Organizational Efficiency/Transparency Subtotal =	**$ 288,000**	**$ -**	**$ 20,000**	**$ 308,000**
TECHNOLOGY INFRASTRUCTURE PROJECTS				
Data Center Infrastructure Replacement	$ -	$ 235,000	$ -	$ 235,000
Desktop/Laptop Computer Replacements	-	220,000	-	220,000
Technology Infrastructure Subtotal =	**$ -**	**$ 455,000**	**$ -**	**$ 455,000**
	$ 339,000	**$ 455,000**	**$ 55,000**	**$ 849,000**

*Funded by Public Education Grant Monies

CUSTOMER SERVICE PROJECTS

Project Title:	**Closed Captioning for Council Meeting Streams**
Requesting Dept.:	Administration
One-Time Cost:	$35,000
Ongoing Cost:	$8,000 Annually
Recommended Year:	FY 2023-24
Funding Source:	Public Education Grant (PEG) Monies

The City's Council Meetings are currently broadcast live through public access cable channel 36, as well as streamed live through the City's website. Closed captions are offered through the cable system broadcast, but not through the City's live stream on the website. This project would implement captioning services for adding closed captions to live and previously recorded Council Meetings streamed through the City's website. This will require a one-time investment in new captioning hardware equipment and an ongoing service fee to the captioning provider for captioning services. Adding closed captions to Council Meetings streamed through the website adds another point of accessibility for the public.

Project Title:	**Online Public Records Request System**
Requesting Dept.:	Administration
One-Time Cost:	$1,000
Ongoing Cost:	$9,000 Annually
Recommended Year:	FY 2023-24
Funding Source:	Technology Investment Fund

This project is the proposed implementation of an online public records request system that would allow the public to submit requests for public records online, as well as provide staff with a fully integrated solution to efficiently route, monitor and respond to pending requests. The City's current public records request process is completely manual and requires the public to submit requests via a manual form either in-person or via email. An online public records system will increase efficiencies and make the process of requesting public records easier for the public. As part of this project, the City would need to procure a software system and budget for annual service/maintenance costs in future budget years.

CUSTOMER SERVICE PROJECTS (cont.)

Project Title:	**Website Enhancements**
Requesting Dept.:	Administration
One-Time Cost:	$50,000
Ongoing Cost:	N/A
Recommended Year:	FY 2023-24
Funding Source:	Technology Investment Fund

The project is the proposed review and update to the City's website as it relates to the text copy and information displayed throughout the website. A third party copy/content writer service will be used in conjunction with staff to rewrite information on the website to be up to date, accurate, and consistent throughout the site. This service should also provide guidelines and templates for staff to create new copy content in the future. The goal of this project would be to ensure that information displayed on the city website is clear, concise, and consistent throughout for the effective and efficient use of the public.

ORGANIZATIONAL EFFICIENCY/TRANSPARENCY PROJECTS

Project Title:	**Maintenance Management & Asset Software System**
Requesting Dept.:	Public Works
One-Time Cost:	$250,000
Ongoing Cost:	$30,000 Annually
Recommended Year:	FY 2023-24
Funding Source:	Technology Investment Fund

The City currently uses outdated software and processes for work order tracking and asset management. The existing tracking system is not directly linked to any infrastructure assets. New integrated software for both work orders and asset management would provide both cost and tracking efficiencies and increase productivity. This software could also be configured to allow City contractors to input data into the system to create accountability and allow staff to manage the productivity of contractors. Staff would recommend a cloud-based system that would not require the utilization of City servers. Staff envisions this software will integrate with the public mobile app for 311 reporting by the public.

Project Title:	**Online Paperless Agenda Management Platform**
Requesting Dept.:	Administration
One-Time Cost:	$13,000
Ongoing Cost:	$7,000 Annually
Recommended Year:	FY 2023-24
Funding Source:	Technology Investment Fund

The project is the replacement/update to the City's online paperless agenda management platform. The City currently contracts with Destiny Software, Inc. for the AgendaQuick software system. The current contract is set to expire at the end of FY 2022-23. The agenda management platform is used to create, review, assemble and publish paperless agendas for City Council meetings. The agenda management platform is integrated with the City's website, making the agenda packet easily accessible and available for the public. Additionally, the agenda management platform works in collaboration with the City's video streaming service to provide the public with full access and transparency of City Council meetings. As part of this project, the City would need to procure a software system and budget for annual maintenance costs in future budget years.

ORGANIZATIONAL EFFICIENCY/TRANSPARENCY PROJECTS (cont.)

Project Title:	**Online Video Streaming Services**
Requesting Dept.:	Administration
One-Time Cost:	$20,000
Ongoing Cost:	$10,000 Annually
Recommended Year:	FY 2023-24
Funding Source:	Public Education Grant (PEG) Monies

The project is the replacement/update to the City's online video streaming and archiving service. The City currently contracts with Swagit Productions, LLC for the streaming of City Council Meeting video online and archival on the City's website. The current contract is set to expire at the end of FY 2022-23. Video streaming allows the public to watch City Council meetings live on the City's website. Additionally, the video archive indexes the content of the meeting video, allowing the public to choose video pertaining to a specific agenda item or view the entire meeting. Archived video is available for viewing on the City's website and in integrated into the City's online agenda management platform. Additionally, with recent updates to technology since the City first entered into a video streaming contract, the possibility exists to also incorporate closed captioning services as part of the video streaming package. As part of this project, the City would need to purchase new broadcast hardware to be installed in the Council Chambers video equipment system, as well as budget for ongoing streaming service costs in future budget years.

Project Title:	**Public Works Paperless Digitization**
Requesting Dept.:	Public Works
One-Time Cost:	$25,000
Ongoing Cost:	N/A
Recommended Year:	FY 2023-24
Funding Source:	Technology Investment Fund

This project is for digitizing and indexing services for existing paper based large format Engineering plans and records. The Public Works Department has years of paper plans and records that are not currently available in a digital format. These project plans and records will be digitally scanned, indexed, and imported into the city's existing record management system. This will improve record management and accessibility, and preserve the record of these documents.

TECHNOLOGY INFRASTRUCTURE PROJECTS

Project Title:	**City Facility Conference Room Audiovisual**
Requesting Dept.:	Finance & Administrative Services
One-Time Cost:	$30,000
Ongoing Cost:	N/A
Recommended Year:	FY 2026-27
Funding Source:	Accumulated Replacement Funds & Technology Investment Fund

This project is the proposed purchase of replacement or addition of audiovisual technology for the city's conference rooms located at all city facilities. Once audiovisual technology in each city facility conference room reaches end-of-life, new wall mounted displays will be installed with small form computers and peripherals. This allows for meetings that are more efficient and allow for online meetings and webinars to be conducted, reducing the need for in-person meetings at city facilities.

Project Title:	**City Facility Copier Fleet Replacement**
Requesting Dept.:	Finance & Administrative Services
One-Time Cost:	$70,000
Ongoing Cost:	$16,000 Annually
Recommended Year:	FY 2027-28
Funding Source:	Accumulated Replacement Funds

This project is the replacement of the City's copier fleet, which will be nearing end-of-life in 2028 and will no longer be supported by the manufacturer at that time. These copiers provide high volume scanning, copying, scan to email, and scan to fax capabilities as well as advanced printing functionality throughout all city offices.

TECHNOLOGY INFRASTRUCTURE PROJECTS (cont.)

Project Title:	**City Facility Wi-Fi Replacement**
Requesting Dept.:	Finance & Administrative Services
One-Time Cost:	$36,000
Ongoing Cost:	$1,650 Annually
Recommended Year:	FY 2024-25
Funding Source:	Accumulated Replacement Funds

The City's Wi-Fi access points will reach end-of-life in 2024 and will need to be replaced. A Wi-Fi access point connects each mobile device on the City's network (phones, notebooks, tablets, etc.) The access points are used to connect to the City's laptops and other mobile devices as well as serve the city's public Wi-Fi at all city facilities.

Project Title:	**Community Center Audiovisual Enhancements**
Requesting Dept.:	Recreation & Community Services
One-Time Cost:	$100,000
Ongoing Cost:	$6,000 Annually
Recommended Year:	FY 2025-26
Funding Source:	CRPD General Fund

The audiovisual (AV) technology in the ballroom of the Community Center was updated in 2021. The current AV is expected to be out of date with current standards and reach end-of-life in 2026. This project will add new digital connection types, and replace all AV related hardware deemed end-of-life.

TECHNOLOGY INFRASTRUCTURE PROJECTS (cont.)

Project Title:	**Data Center Infrastructure Replacement**
Requesting Dept.:	Finance & Administrative Services
One-Time Cost:	$235,000
Ongoing Cost:	$25,000 Annually
Recommended Year:	FY 2023-24
Funding Source:	Accumulated Replacement Funds

The City's servers and storage appliances have reached end-of-life as of 2022 and need to be replaced to ensure continued operation of the City's servers and applications. Servers and storage appliances are used to house the City's data, backups, host printing services, manage file permissions, and run applications for all departments.

Project Title:	**Desktop/Laptop and Microsoft Office Replacement**
Requesting Dept.:	Finance & Administrative Services
One-Time Cost:	$220,000
Ongoing Cost:	$30,000 Annually
Recommended Year:	FY 2023-24
Funding Source:	Accumulated Replacement Funds

Desktop and notebook computers and Microsoft Office software will reach end-of-life in 2023 and will need to be replaced. The PC replacement is necessary to stay current with industry standard hardware, software, and security standards. This project includes the replacement of all staff desktop computer workstations, laptops, and accompanying Microsoft Office productivity software.

TECHNOLOGY INFRASTRUCTURE PROJECTS (cont.)

Project Title:	**Engineering Large Format Plotter**
Requesting Dept.:	Public Works
One-Time Cost:	$7,000
Ongoing Cost:	N/A
Recommended Year:	FY 2027-28
Funding Source:	Accumulated Replacement Funds

Project Description:

This project is the proposed replacement of the large format Public Works printer. The plotters are typically used for plans and large signage for project notices. The current large format printers are expected to need replacement in FY 2027-2028.

Project Title:	**Firewalls – Network Security Appliance Replacement**
Requesting Dept.:	Finance & Administrative Services
One-Time Cost:	$40,000
Ongoing Cost:	$10,600 Annually
Recommended Year:	FY 2026-27
Funding Source:	Accumulated Replacement Funds

The City's firewalls will reach end-of-life in 2027. These appliances provide defense from unauthorized inbound access and allows for outbound communication. The appliances also protect the sensitive data in the Police Department from the rest of the City's local area network to insure compliance with the California Law Enforcement Telecommunications System (CLETS).

TECHNOLOGY INFRASTRUCTURE PROJECTS (cont.)

Project Title:	**In-Car Video Replacement for Police Vehicles**
Requesting Dept.:	Police
One-Time Cost:	$200,000
Ongoing Cost:	$10,000 Annually
Recommended Year:	FY 2027-28
Funding Source:	Accumulated Replacement Funds

The Cypress Police Department will need to replace its in-car video equipment, whose hardware warranty will expire in 2028. In-car video recordings are necessary to chronicle police activity and are activated by vehicle speed, the initiation of lights and siren or manually activated by a Police Officer.

Project Title:	**Network Switches Replacement**
Requesting Dept.:	Finance & Administrative Services
One-Time Cost:	$37,500
Ongoing Cost:	$4,500 Annually
Recommended Year:	FY 2024-25
Funding Source:	Accumulated Replacement Funds

The City's network switches will reach end-of-life in 2024 and will need to be replaced. A network switch connects each device on the City's network (PCs, notebooks, tablets, etc.) The switches are used to interconnect to the City's file, print, and application servers with endpoint devices and the internet.

TECHNOLOGY INFRASTRUCTURE PROJECTS (cont.)

Project Title:	**Police Vehicle Mobile Data Computers Replacement**
Requesting Dept.:	Police
One-Time Cost:	$250,000
Ongoing Cost:	N/A
Recommended Year:	FY 2027-28
Funding Source:	Accumulated Replacement Funds

The Cypress Police Department will need to replace its mobile computers when the hardware warranty expires in March 2028. Purchased in August 2022, the expected life of the current mobile devices is 5 years. These devices are used 24 hours a day for police patrol operations and are necessary to transmit criminal information to the mobile police units, maintain communication with dispatch, run plates, check identification, map the location of the police cruisers, check for warrants, etc.

Project Title:	**Public Works Digital Plan Review Workstations**
Requesting Dept.:	Public Works
One-Time Cost:	$20,000
Ongoing Cost:	N/A
Recommended Year:	FY 2027-28
Funding Source:	Accumulated Replacement Funds

Project Description:

Digital workstations consisting of a monitor and tablet allow Public Works to review and mark-up plans digitally at the counter, at desks, and bring that information in the field. The review process allows City staff to support its existing online permitting plan check system and continue digital submissions and corrections. The current digital plan review workstations are expected to need replacement FY 2027-28.

TECHNOLOGY INFRASTRUCTURE PROJECTS (cont.)

Project Title:	**RCS Large Format Plotters**
Requesting Dept.:	Recreation & Community Services
One-Time Cost:	$8,000
Ongoing Cost:	N/A
Recommended Year:	FY 2026-27
Funding Source:	Accumulated Replacement Funds

This project is the proposed replacement of the large format printers located at the community and senior centers. The plotters are typically used for large signage and posters throughout the centers for various programs and services offered to the community. The current large format printers are expected to need replacement 2026.

Project Title:	**Senior Center Audiovisual Enhancements**
Requesting Dept.:	Recreation & Community Services
One-Time Cost:	$25,000
Ongoing Cost:	$3,000 Annually
Recommended Year:	FY 2024-25
Funding Source:	CRPD General Fund

The audiovisual (AV) technology in the multipurpose room of the Senior Center was updated in 2019. The current AV is expected to be out of date with current standards and reach end-of-life in 2024. This project will add new digital connection types, and replace all AV related hardware deemed end-of-life.

TECHNOLOGY INFRASTRUCTURE PROJECTS (cont.)

Project Title:	**Senior Center Lab Computers**
Requesting Dept.:	Recreation & Community Services
One-Time Cost:	$7,200
Ongoing Cost:	N/A
Recommended Year:	FY 2026-27
Funding Source:	Accumulated Replacement Funds

The Senior Center offers computer and internet access to its patrons in the form of eight all-in-one desktop computers located in the computer lab. These computers were installed in 2021 and will reach the end of their useful life by 2026 due to their aging operating system and hardware components. These PCs will be replaced with new all-in-one PCs with the latest operating system and current hardware technology.

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **9.**

FROM: Matt Burton, Director of Finance and Administrative Services

DATE: 06/12/2023

SUBJECT: **Receive and File the FY 2023-24 Master Fee Schedule**

RECOMMENDATION

Receive and file the updated FY 2023-24 Master Fee Schedule which incorporates annual cost-of-living adjustments for City and Park District user fees.

DISCUSSION

In 2019, the City Council updated user fees for the first time in more than a decade. The updated fees were the result of a comprehensive fee study conducted by a consultant. In general, City user fees are established to recover the full cost of discretionary services provided to a user while Recreation and Park District fees are intended to provide sustainable subsidies to customers.

To ensure fees keep pace with the costs to provide services, the 2019 resolution approving the Master Fee Schedule includes an automatic cost-of-living adjustment be applied annually to all user fees effective July 1st. The annual cost-of-living adjustment is based on the March Consumer Price Index (CPI) and is applied to fees in conjunction with the new budget fiscal year. The FY 2023-24 Master Fee Schedule includes a 3.65% cost-of-living adjustment for all user fees established by the City and District.

The new fee schedule is effective July 1, 2023. However, because some programs must be advertised or billed well in advance of the new fees being established, some fee increases will be deferred until it is administratively feasible to implement the changes. For example, most changes to Recreation program fees will be deferred until the publication of the Fall Activity Guide.

Fines, developer fees, and fees set by the State of California remain unchanged, as these fees are not subject to the annual cost-of-living adjustment applied to user fees.

BUDGET IMPACT

The fee adjustments are estimated to generate an additional $50,000 to $80,000 of annual revenue that help offset the annual cost increases associated with providing these services. These increases have been factored into the FY 2023-24 Proposed Budget which will be considered for adoption on June 12, 2023.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

FY 2023-24 Master Fee Schedule

FY 2023-24 Master Fee Schedule (with changes)

City of Cypress
Master Fee Schedule
Effective July 1, 2023

Administration and Finance		
REF #	**Description**	**Fee**
	General/Permit Fees	
1	Alcohol Beverage Control Permit	$1,322
2	Bingo Licensing (Initial)	$1,135
3	Bingo Licensing (Annual)	$192
4	Business License Administration Fee	$33
5	Carnival/Circus Permit	$1,550
6	Fortune Telling Permit	$779
7	Parade Permit	$1,698
8	Returned Check Fee	$57
9	Solicitor Permit (Initial)	$380
10	Solicitor Permit (Annual)	$380
11	Special Permit - High Risk Businesses	$380
	City Clerk Fees	
12	Document Certification	$60
13	Duplication of City Council Meeting - Audio (Physical Media)	$30
14	Duplication of City Council Meeting - Video (Physical Media)	$30
15	Records Requests - Printed Materials	$1 first copy + $0.10 per page

City of Cypress
Master Fee Schedule
Effective July 1, 2023

Community Development		
REF #	**Description**	**Fee**
	Planning	
16	ABC - Letter of Public Convenience	$97
17	Administrative Adjustment (Minor Variance)	$609
18	Appeal - Director	$876
19	Appeal - City Council	$1,339
20	Code Enforcement Reinspection	$102
21	CC&R Review	$293
22	Conditional Use Permit - Major	$8,205
23	Conditional Use Permit - Minor	$4,193
24	Conditional Use Permit - Extension (Flat Fee)	$779
25	Crime Prevention Through Environmental Design (CPTED) Plan Reviews	$1,023
26	Density Bonus Agreement - Initial Review	$994
27	Density Bonus Agreement - Annual Review	$198
28	Design Review Committee - Major	$3,919
29	Design Review Committee - Minor	$1,606
30	Preliminary Project Review - SFR	$1,215
31	Preliminary Project Review - Minor	$975
32	Preliminary Project Review - All others	$1,992
33	Determination of Use	$730
34	Development Agreement - Establish/Revise	$4,578
35	Development Agreement - Annual Review	$535
36	Entertainment Permit	$796
37	Environmental Evaluation - Exempt	$232
38	Environmental Evaluation - Mitigated Negative Declaration	$1,705

Community Development		
REF #	**Description**	**Fee**
	Planning (Cont.)	
39	Environmental Evaluation - Negative Declaration	$876
40	Environmental Impact Report Review & Certification	$13,175
41	Extension of Time - Other Matters	$682
42	Film Permit	$657
43	General Plan Amendment/ Revision	$3,311
44	Landscape Inspection	$110
45	Landscape Plan Review	$585
46	Lot Line Adjustment - Non Single Family	$2,192
47	Lot Line Adjustment - Single-Family	$1,509
48	Mitigation Monitoring - Initial	$2,971
49	Mitigation Monitoring - Annual	$730
50	Ordinance Amendment	$4,578
51	Public Safety Review Permit	$2,083
52	Specific Plan - Staff Review	$4,466
53	Staff Review Committee Permit	$1,047
54	Temporary Use Permit - Major	$560
55	Temporary Use Permit - Minor	$135
56	Tentative Parcel Map	$2,777
57	Tentative Tract Map	$3,507
58	Variance	$2,901
59	Vesting Map	$2,776
60	Zone Change	$6,506
61	Minor Zoning Adjustment (Director's Review)	$583
62	Zoning Compliance/Rebuild Letter	$463

1) Most services may be expedited, subject to availability, for two times the amount of the fee(s).

2) Unless otherwise noted, all fees are the minimum fee for the service. The final fee is based on actual costs, which may exceed the minimum fee.

Public Works		
REF #	Description	Fee
	Building Permit Fee Table *	
63	Total Valuation $1 to $500	$30.00
64	Total Valuation $501 to $2,000	$30 for first $500 plus $4 for each additional $100, or fraction thereof, to and including $2,000
65	Total Valuation $2,001 to $25,000	$90 for first $2,000 plus $18 for each additional $1,000, or fraction thereof, to and including $25,000
66	Total Valuation $25,001 to $50,000	$504 for first $25,000 plus $13 for each additional $1,000, or fraction thereof, to and including $50,000
67	Total Valuation $50,001 to $100,000	$829 for first $50,000 plus $9 for each additional $1,000, or fraction thereof, to and including $100,000
68	Total Valuation $100,001 to $500,000	$1,279 for first $100,000 plus $7 for each additional $1,000, or fraction thereof, to and including $500,000
69	Total Valuation $500,001 to $1,000,000	$4,079 for first $500,000 plus $6 for each additional $1,000, or fraction thereof, to and including $1,000,000
70	Total Valuation $1,000,001 and up	$7,079 for first $1,000,000 plus $4 for each additional $1,000, or fraction thereof
71	Building Plan Check	65% of Building Permit Fee
72	Mechanical/Electrical/Plumbing Plan Check	15% of Building Permit Fee
73	Energy Plan Check	25% of Building Permit Fee

* Valuations will be established using the square footage construction costs from the Annual International Code Council multiplied by a local county adjustment factor as approved by the Building Official.

Some services may be expedited, subject to availability, for 1.5 times the amount of the fee(s).

City of Cypress
Master Fee Schedule
Effective July 1, 2023

Public Works		
REF #	**Description**	**Fee**
	Building	
Miscellaneous/Valuation Based Fee Rates (per square foot unless otherwise indicated)		
74	Additions	Per valuation
75	Interior Remodel - Garage/Bonus Room	$100
76	Patio Cover - Lattice	$29
77	Solid Wood Cover	$34
78	Aluminum - Open Cover	$37
79	Aluminum - Enclosed	$73
80	Solarium Room	$112
81	Deck - Wood	$40
82	Wall Signs	$45
83	Pole Signs	$67
84	Monument Signs	$114
85	Fire Sprinklers	$5
86	Swimming Pools - Plus $600 for Spa	$69
87	Rack Systems (per rack)	$460
88	Fireplace (pre-fabricated) valuation + mechanical permit	$2,302
89	Grease Interceptor/Clarifier + issuance	$103
90	Grease Trap + issuance	$42
91	Tenant Improvements - Commercial T.I. (per sq. ft)	$81
	Re-Roofing - Per square (100 square feet)	
92	Composition (rolled, rock, shingle)	$253
93	Wood (Class C) shakes and shingles	$541
94	Tile/Aluminum (concrete and clay)	$633
	Building Permit Fees (per hour)	
95	Inspections outside of normal business hours - minimum charge-two hours	$71
96	Reinspection fees assessed under provisions of Section 305.8	$71
97	Inspections for which no fee is specifically indicated - minimum charge-one half hour	$71
98	Additional plan review required by changes, additions or revisions to plans - minimum charge-one half hour	$71
99	For use of outside consultants for plan checking and inspections, or both	Actual Cost

City of Cypress
Master Fee Schedule
Effective July 1, 2023

Public Works		
REF #	**Description**	**Fee**
	Building (Cont.)	
	Mechanical Fees	
100	F.A.U. 1-100M	$22
101	F.A.U. Over 100M	$26
102	Duct Alter or Add	$15
103	Kitchen/ Bath Vent	$11
104	Comm Hood	$15
105	Air Condition Unit	$22
106	Wall Furnace	$22
107	Gas System (up to 5 outlets)	$8
108	Outlets over 5	$2
109	Evap 1-10M	$15
110	Evap Over 10M	$26
111	Heating Permit	$34
	Electrical Fees	
112	Outlets 1-20	$2
113	Outlets Over 20	$1
114	Lighting Fixtures	$2
115	Range-Oven-Garbage Disposal	$8
116	Clothes Dryer - Auto Washer	$8
117	Water Heater - Pool Htr - Space Htr	$8
118	New Residential - Outlets (sq/ft)	$0
119	Motors Over Inc. HP 0-1	$8
120	Motors Over Inc. HP 1-10	$18
121	Motors Over Inc. HP 10-50	$34
122	Miscellaneous	$26
123	Each Meter - Service 0-600V not over 200A	$43
124	Each Meter - Service 600V over 200A	$87
125	Each Meter - Service 600V over 400A	$172
126	Panel Board	$26
127	Swim Pool/ Spa	$69
128	Time Clock	$8
129	Signs - No. of Trans or Bals	$34
130	Signs - No. of Lamps	$8
131	Temp Power Poles	$34
132	Additional Support Poles	$0
133	Supplement Permit	$12
134	Electrical Permit	$34

Public Works		
REF #	**Description**	**Fee**
	Building (Cont.)	
	Plumbing Fees	
135	Water Closet	$14
136	Bath Tub	$14
137	Shower	$14
138	Lavatory	$14
139	Sink	$14
140	Dishwasher	$14
141	Laundry Tub	$14
142	Clothes Washer	$14
143	Floor Drain	$14
144	Floor Sink	$14
145	Miscellaneous Items	$14
146	Water Heater	$18
147	Gas System (up to 5 outlets)	$8
148	Outlets over 5	$2
149	Vacuum Breaker	$18
150	Install/ Alter Water System	$8
151	Install/ Alter Waste or Vents	$8
152	House Sewer	$103
153	Connect Add H.S.	$8
154	P-Trap Pool Drain	$14
155	Sewer Cap	$14
156	Plumbing Permit	$34
	Grading/Permitting Inspection Fees	
157	Grading/Drainage/Water Quality Permit/Inspections	$351 minimum fee/actual cost

Public Works		
REF #	**Description**	**Fee**
	Building (Cont.)	
	Miscellaneous Fee Rates	
158	Mobile Home Fees	Per State Schedule
159	Issuance Fee	$68
160	Temporary Certificate of Occupancy (for each 30 days)	$192
161	Request for Alternate Methods and Material	$192
162	Annual Day Care Inspections	$164
163	Special Inspections ($ minimum/Charge Hourly)	$164
164	Building Permit Time Extension	$231
165	Building Relocation Inspection	$165
166	Building Demolition	Per Valuation
167	Pool Demo/ In-fill	Per Valuation
168	Plan Retrieval	$48
169	Subpoenas (including research/ copying)	$288
170	Copies	$1 first copy/$0.10 per page
	Masonry Fee Rates	
	Height of Masonry Wall/Height of Retaining Wall (feet)	
171	1	$0/$29
172	2	$0/$45
173	3	$0/$61
174	4	$48/$83
175	5	$61/$102
176	6	$73/$123
177	7	$86/$141
178	8	$97/$0

1) Some services may be expedited, subject to availability, for 1.5 times the amount of the fee(s).

Public Works		
REF #	**Description**	**Fee**
	Public Works	
	Environmental Inspection/National Pollution Discharge Elimination System	
	Fats, Oils, and Grease (FOG) Program	
179	Best Management Practice Inspection - Annual	$71
180	Best Management Practice Reinspection	$129
181	Construction and Demolition w/Franchise Waste Hauler	$94
182	Construction and Demolition w/Self-Hauling	$375
183	Grease Control Device Inspection - Annual	$71
184	Grease Control Device Reinspection	$129
185	New Grease Control Device Inspection	$129
186	New Grease Control Device Plan Check	$165
187	Annual NPDES High Priority Inspection	$259
188	Annual NPDES Low/Medium Priority Inspection	$123
189	Additional Environmental Services (Hourly)	$117
	Water Quality Management Plan (WQMP) Fees	
190	All development projects shall pay a minimum deposit for the review and approval of Water Quality Management Plans (WQMP) as defined in the City of Cypress National Pollutant Discharge Elimination System (NPDES) Stormwater Program and the City of Cypress Local Implementation Plan (LIP)	Small Project - $586 minimum deposit based on actual costs for small projects. Additional deposits may be required based on the accuracy and completeness of the project submittal. Large Project - $879 minimum deposit based on actual costs for large projects. Additional deposits may be required based on the quality of the project submittal.
191	Additional Review of Water Quality Management Plan (Minimum Fee; additional charged hourly)	$879

1) Unless otherwise noted, all fees are the minimum fee for the services. The final fee is based on actual costs, which may

Public Works		
REF #	**Description**	**Fee**
	Public Works	
	Citywide Traffic Improvement Fees	
	Commercial - Retail	
192	Shopping Center - Less than 50,000 SF	$1.81 per SF - Includes 50% Passby Credit
193	Shopping Center - 100,000 SF	$1.67 per SF - Includes 40% Passby Credit
194	Shopping Center - 200,000 SF	$1.54 per SF - Includes 30% Passby Credit
195	Shopping Center - 300,000 SF	$1.40 per SF - Includes 25% Passby Credit
196	Restaurant - Fast Food w/ Drive-Through	$18.81 per SF - Includes 40% Passby Credit
197	Restaurant - Fast Food w/o Drive-Through	$16.43 per SF - Includes 40% Passby Credit
198	Restaurant - High Turnover (Family)	$8.18 per SF - Includes 25% Passby Credit
199	Restaurant - Quality (Dinner House)	$2.62 per SF - Includes 10% Passby Credit
200	Hotel	$409 per Room
201	Motel	$409 per Room
202	Discount Store (Freestanding)	$1.35 per SF
203	Hardware/ Paint Store	$2.03 per SF
204	New Car Sales	$1.56 per SF
	Residential	
205	Single Family (Low Density)	$595 per DU
206	Low Rise Condo/ Townhome (Medium Density)	$508 per DU
207	Low Rise Apartment (High Density)	$358 per DU
208	Retirement Community	$154 per DU
209	Elderly Housing (Attached)	$44 per DU
	Office - Industrial	
210	General Office - Less than 50,000 SF	$1.52 per SF
211	General Office - 100,000 SF	$1.28 per SF
212	General Office - 200,000 SF	$1.09 per SF
213	General Office - 400,000 SF	$0.92 per SF
214	General Office - 600,000 SF	$0.84 per SF
215	General Office - 800,000 SF or greater	$0.78 per SF
216	Single Tenant/ Corporate Office	$1.20 per SF
217	Research & Development	$0.79 per SF
218	Warehouse	$0.44 per SF
219	Light Industrial	$0.65 per SF
220	Manufacturing	$0.52 per SF

Public Works		
REF #	**Description**	**Fee**
	Public Works (Cont.)	
	Regional Traffic Improvement Fees	
	Commercial - Retail	
221	Shopping Center - Less than 50,000 SF	$0.16 per SF - Includes 50% Passby Credit
222	Shopping Center - 100,000 SF	$0.15 per SF - Includes 40% Passby Credit
223	Shopping Center - 200,000 SF	$0.13 per SF - Includes 30% Passby Credit
224	Shopping Center - 300,000 SF	$0.12 per SF - Includes 25% Passby Credit
225	Restaurant - Fast Food w/ Drive-Through	$1.64 per SF - Includes 40% Passby Credit
226	Restaurant - Fast Food w/o Drive-Through	$1.43 per SF - Includes 40% Passby Credit
227	Restaurant - High Turnover (Family)	$0.71 per SF - Includes 25% Passby Credit
228	Restaurant - Quality (Dinner House)	$0.22 per SF - Includes 10% Passby Credit
229	Hotel	$36 per Room
230	Motel	$36 per Room
231	Discount Store (Freestanding)	$0.12 per SF
232	Hardware/ Paint Store	$0.18 per SF
233	New Car Sales	$0.14 per SF
	Residential	
234	Single Family (Low Density)	$52 per DU
235	Low Rise Condo/ Townhome (Medium Density)	$44 per DU
236	Low Rise Apartment (High Density)	$31 per DU
237	Retirement Community	$13.46 per DU
238	Elderly Housing (Attached)	$3.85 per DU
	Office - Industrial	
239	General Office - Less than 50,000 SF	$0.13 per SF
240	General Office - 100,000 SF	$0.11 per SF
241	General Office - 200,000 SF	$0.10 per SF
242	General Office - 400,000 SF	$0.08 per SF
243	General Office - 600,000 SF	$0.07 per SF
244	General Office - 800,000 SF or greater	$0.06 per SF
245	Single Tenant/ Corporate Office	$0.11 per SF
246	Research & Development	$0.07 per SF
247	Warehouse	$0.04 per SF
248	Light Industrial	$0.06 per SF
249	Manufacturing	$0.05 per SF

1) Unless otherwise noted, all fees are the minimum fee for the service. The final fee is based on actual costs, which may exceed the minimum fee.

* Fixed fee

Public Works		
REF #	**Description**	**Fee**
	Public Works (Cont.)	
	Development and Permit Fees	
250	Grading Plan Check	$1,511
251	Public Works Plan Check	$1,511
252	Final Parcel Map Check	$1,056
253	Final Tract Map Check	$1,056
254	Public Works Permit - Small	$180
255	Public Works Permit - Medium	$1,356
256	Public Works Permit - Large	$3,290
257	Street Abandonment	$820
258	Transportation Permit *	$18 Trip/$82 Annual
259	Drainage Fee for Master Drainage Plan *	$7,940/acre
	Residential Parking Permits	
260	Permit Fee *	$36
261	Permit Replacement Fee *	$26
262	Fine for Misuse of Parking Permit *	$100
	Park Development Fee	
263	Fee in lieu of parkland dedication, for residential subdivisions, apartments, 2nd units, etc. *	$23,421

1) Unless otherwise noted, all fees are the minimum fee for the service. The final fee is based on actual costs, which
* Fixed fee

City of Cypress
Master Fee Schedule
Effective July 1, 2023

Police		
REF #	**Description**	**Fee**
	General Fees	
264	Arrest Booking Fee	$419
265	Blood Draw Recovery Fee [1]	$128
266	Copy of Citation/Police Report/Log Item	$1 first copy + $0.10 per page
267	Criminal History Verification	$52
268	Firing Range Rental (per person)	$109
269	Repossession - Verification Fee [2]	$15
270	Ride Along (may be waived at Chief's discretion)	$77
271	Storage of Relinquished Firearms (annual, per weapon)	$259
272	Subpoena (Civil) for Records (15 day requirement) [2]	$15 + duplication
273	Subpoena (Civil) for Officer Appearance (per day) [2]	$275
274	Subpoena (Audio or Video)	$109
275	Subpoena (Photo/Digital Duplication)	$109
276	Vehicle Inspection	$34
277	Vehicle Permits	$15
278	Vehicle Release	$158
279	Vehicle Release (30-day impound)	$264
280	Vehicle Release (30-day impound/with hearing)	$309
	Alarm System Fees and Fines	
281	Business Alarm Permit Fee	$52
282	Residential Alarm Permit Fee	$52
283	Failure to Register Alarm System Fine	$30 for first violation
284		$50 for second violation
285		$100 for third and subsequent violations
286	False Alarm Fine (within any calendar year)	$0 - first two false alarms
287		$70 - third false alarm
288		$110 - fourth false alarm
289		$130 - fifth false alarm
290		$170 - sixth false alarm
291		$200 - seventh false alarm
292		$500 - eighth and subsequent false alarms
293	Extraordinary Police Services (Minimum fee)	$1,172

[1] Fee is based on actual contract cost and is subject to change.

[2] Fee is set by the State of California and is subject to change.

City of Cypress
Master Fee Schedule
Effective July 1, 2023

Recreation and Community Services		
REF #	**Description**	**Current Fee**
	Sports Programs	
294	Adult Basketball/per team (11 week)	$466
295	Softball	$499
296	Open Gym - Youth/Adult	$4
297	Semi-private swim lessons (4 lessons)	$98
298	Swim lessons (2 weeks)	$59
299	Basketball sports camp	$95
300	Youth Basketball League - Summer	$95
301	Youth Basketball League - Winter	$117
302	Volleyball sports camp	$95
303	Youth Volleyball League - Fall	$95
304	Youth Volleyball League - Spring	$95
305	Pee Wee Sports	$52
306	Challenger Basketball - Summer	$0
307	5K/10K Walker	$45
308	5K/10K Pre-registration Runner	$52
309	5K/10K Late registration Runner	$64
	Youth Programs	
310	Day Camp - Weekly	$153
311	Day Camp - AM/PM Care - Weekly	$39
312	Day Camp Excursions	$30
313	Kids Corner - 3 Year Olds (9weeks, 2x/week)	$264
314	Kids Corner - 4 Year Olds (9weeks, 3x/week)	$356
315	Kids Corner - Summer	$241
316	Birthdays	$403
317	Birthdays - Specialty	$460
318	Kids Night Out	$26
319	Park Program - Summer	$32
320	Teen Dances	$19
321	Teen Fashion Show	$6
322	Father-Daughter Night	$59
323	Father-Daughter Night (Additional Child)	$18
324	Halloween Admission	$6

Recreation and Community Services		
REF #	**Description**	**Current Fee**
	Recreation (Cont.)	
	Adult Events	
325	Special Event Exhibitor - Commercial	$128
326	Special Event Exhibitor - Non-Profit	$64
327	Special Event Exhibitor - Small Business	$64
328	Dining Center Event	$6
329	Bunco	$19
	Program/Class Fees	
330	Registration Fee	$2 - $12
331	Facility Replacement Fee	$6
332	Credit Card Fee	Actual Cost
333	Non-Resident Fee	from $12 up to full cost
334	Refund Processing Fee	$18

Additional classes and programs may be evaluated and offered as the demand arises. The authorized fees for new offerings are:

	Additional Recreational Activities	**Fee Range**
335	Adult Sports	$428-$527
336	Aquatics	$59-$141
337	Community Events	$6-$117
338	Day Camps	$35-$234
339	Youth Sports	$0-$293
340	Kids Corner	$223-$557
341	Teen Programs	$6-$59
342	Playground	$23-$480
343	Sr. Center Programs	$6-$176

Recreation and Community Services - Facility Rentals

FACILITY RENTAL fees vary by category of organization as follows:

A: Resident Private
B: Non-Resident Private
C: Resident Non-Profit
D: Non-Resident Non-Profit
E: Commercial - In-Town
F: Commercial - Out of Town

COMMUNITY CENTER - Grand Ballroom A + B or B + Garden

REF #	Description		Hourly Rates Mon-Thur	Mon-Thur w/alcohol	Fri-Sun	Fri-Sun w/alcohol
344	**Grand Ballroom A + B or B + Garden** (6 hour minimum Fri - Sun)	A:	$228	$252	$264	$287
345		B:	$287	$310	$322	$346
346		C:	$176	$199	$211	$234
347		D:	$234	$258	$269	$293
348		E:	$281	$305	$316	$340
349		F:	$340	$363	$375	$398

COMMUNITY CENTER - Grand Ballroom A or B or Garden

Hourly Rates

	Description		Mon-Thur	Mon-Thur w/alcohol	Fri-Sun	Fri-Sun w/alcohol
350	**Grand Ballroom A or B or Garden** (6 hour minimum Fri - Sun)	A:	$146	$176	$182	$211
351		B:	$205	$234	$240	$269
352		C:	$88	$105	$123	$141
353		D:	$182	$199	$182	$199
354		E:	$199	$228	$234	$264
355		F:	$258	$287	$293	$322

COMMUNITY CENTER - Grand Ballroom

Hourly Rates

	Description		Mon-Thur	Mon-Thur w/alcohol	Fri-Sun	Fri-Sun w/alcohol
356	**Grand Ballroom Full** (6 hour minimum Fri - Sun)	A:	$258	$293	$293	$328
357		B:	$316	$351	$351	$387
358		C:	$217	$234	$252	$269
359		D:	$275	$293	$310	$328
360		E:	$340	$369	$375	$404
361		F:	$398	$428	$434	$463

Recreation and Community Services - Facility Rentals		
FACILITY RENTAL fees vary by category of organization as follows:		
A: Resident Private	C: Resident Non-Profit	E: Commercial - In-Town
B: Non-Resident Private	D: Non-Resident Non-Profit	F: Commercial - Out of Town

COMMUNITY CENTER - Community Room

REF #	Description		Hourly Rates Mon-Thur	Mon-Thur w/alcohol	Fri-Sun	Fri-Sun w/alcohol
362	**Community Room** (3 hour minimum)	A:	$94	$105	$105	$117
363		B:	$129	$141	$141	$152
364		C:	$64	$82	$76	$94
365		D:	$100	$117	$111	$129
366		E:	$111	$123	$123	$135
367		F:	$146	$158	$158	$170

COMMUNITY CENTER - Arts and Crafts Room

	Description		Hourly Rates Mon-Thur	Mon-Thur w/alcohol	Fri-Sun	Fri-Sun w/alcohol
368	**Arts and Crafts Room** (3 hour minimum)	A:	$64	$88	$76	$100
369		B:	$76	$100	$88	$111
370		C:	$59	$82	$70	$94
371		D:	$70	$94	$82	$105
372		E:	$82	$100	$94	$111
373		F:	$94	$111	$105	$123

COMMUNITY CENTER - Conference Room

	Description		Hourly Rates Mon-Thur	Mon-Thur w/alcohol	Fri-Sun	Fri-Sun w/alcohol
374	**Conference Room** (2 hour minimum)	A:	$35	N/A	$47	N/A
375		C:	$47	N/A	$59	N/A

Recreation and Community Services - Facility Rentals		
FACILITY RENTAL fees vary by category of organization as follows:		
A: Resident Private	C: Resident Non-Profit	E: Commercial - In-Town
B: Non-Resident Private	D: Non-Resident Non-Profit	F: Commercial - Out of Town

	SENIOR CENTER - Multi-Use Room Full			
REF #	Hourly Rates			
	Description			w/alcohol
376	**Multi-Use Room Full** (6 hour minimum Fri - Sun)	A:	$164	$187
377		B:	$199	$217
378		C:	$82	$82
379		D:	$170	$187
380		E:	$223	$246
381		F:	$281	$305

	SENIOR CENTER - Multi-Use Room West/Kitchen			
	Hourly Rates			
	Description			w/alcohol
382	**Multi-Use Room West/Kitchen** (6 hour minimum Fri - Sun)	A:	$129	$129
383		B:	$146	$146
384		C:	$70	$70
385		D:	$146	$146
386		E:	$170	$170
387		F:	$228	$246

	SENIOR CENTER - Arts & Crafts or Exercise Room			
	Hourly Rates			
	Description			w/alcohol
388	**Arts & Crafts or Exercise Room**	A:	$70	$82
389		B:	$76	$100
390		C:	$41	$41
391		D:	$76	$88
392		E:	$88	$105
393		F:	$123	$141

Recreation and Community Services - Facility Rentals

FACILITY RENTAL fees vary by category of organization as follows:

A: Resident Private	C: Resident Non-Profit	E: Commercial - In-Town
B: Non-Resident Private	D: Non-Resident Non-Profit	F: Commercial - Out of Town

SENIOR CENTER - Card Room

REF #	Hourly Rates			
	Description			w/alcohol
394	**Card Room**	A:	$53	N/A
395		B:	$59	N/A
396		C:	$41	N/A
397		D:	$59	N/A
398		E:	$70	N/A
399		F:	$82	N/A

SENIOR CENTER - Conference Room

	Hourly Rates			
	Description			w/alcohol
400	**Conference Room**	A:	$35	N/A
401	(2 hour minimum)	C:	$47	N/A

Misc. Rental Fees

402	Deposit	$300
403	Deposit - Alcohol	$500
404	Second Set Up	$29-$117
405	Bar Rental	$47
406	Misc. Equipment Rental	$12-$59
407	Kitchen	$59
408	Liability Insurance - Serving Alcohol	Actual Premium
409	Liability Insurance - Serving & Selling Alcohol	Actual Premium
410	Hourly Rate after Contractual Rental Period	Double Hourly Rate

City of Cypress
Master Fee Schedule
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Recreation and Community Services		
REF #	**Description**	**Fee**
	Athletic Field Rentals	
411	Athletic Field Rentals - Day Use Hourly - Resident	$29
412	Athletic Field Rentals - Day Use Hourly - Non-Resident	$35
413	Athletic Field Lights - ACUAF Groups	$12
414	Athletic Field Lights - Non-ACUAF Groups	$18
415	Roller Hockey Rink Rental Hourly	$41
416	Roller Hockey Rink Rental Hourly with Lights	$59
417	ACUAF Base Non-Resident Fee	$11
418	ACUAF Next Non-Resident Fee	$17
419	ACUAF Base Field Rental Fee	$2.00/hour
420	ACUAF Next Field Rental Fee	$7.50/hour
421	Athletic Facility Security Deposit	$150
422	Lexington Park Athletic Fields (Natural and Synthetic) Hourly	$2.00 - $169
	Park Rentals	
423	Arnold Cypress Park Room - Resident / Resident Non-Profit	$53
424	Arnold Cypress Park Room - Non-Resident / Non-Resident Non-Profit	$64
425	Arnold Cypress Serving Room	$70
426	Arnold Cypress cleaning deposit	$100
427	Park Pavilion - Resident	$41
428	Park Pavilion - Commercial	$59
429	Moon Bounce - Resident	$23
430	Open Space Permit - Resident	$23
431	Lexington Park Small Pavilion-Resident (Hourly)	$23
432	Lexington Park Large Pavilion-Resident (Hourly)	$39
433	Lexington Park Equipment Storage-Resident Non-Profit (monthly)	$113
434	Food Truck (per event)	$56-$338 or 10% of gross sales
	Electric Vehicle Charging Stations	
435	EV Charging Station	$0.34/per kWh
436	EV Charging Station - Overstay Charge (after 3 hours)	$5.00/hour

City of Cypress
Master Fee Schedule
Effective July 1, 2023

Administration and Finance				
REF #	Description	Current Fee	New Fee	Change
	General/Permit Fees			
1	Alcohol Beverage Control Permit	$1,275	$1,322	$47
2	Bingo Licensing (Initial)	$1,095	$1,135	$40
3	Bingo Licensing (Annual)	$185	$192	$7
4	Business License Administration Fee	$32	$33	$1
5	Carnival/Circus Permit	$1,495	$1,550	$55
6	Fortune Telling Permit	$752	$779	$27
7	Parade Permit	$1,638	$1,698	$60
8	Returned Check Fee	$55	$57	$2
9	Solicitor Permit (Initial)	$366	$380	$14
10	Solicitor Permit (Annual)	$366	$380	$14
11	Special Permit - High Risk Businesses	$366	$380	$14
	City Clerk Fees			
12	Document Certification	$58	$60	$2
13	Duplication of City Council Meeting - Audio (Physical Media)	$29	$30	$1
14	Duplication of City Council Meeting - Video (Physical Media)	$29	$30	$1
15	Records Requests - Printed Materials	$1 first copy + $0.10 per page	$1 first copy + $0.10 per page	$0

City of Cypress
Master Fee Schedule
Effective July 1, 2023

Community Development				
REF #	Description	Current Fee	New Fee	Change
	Planning			
16	ABC - Letter of Public Convenience	$94	$97	$3
17	Administrative Adjustment (Minor Variance)	$588	$609	$21
18	Appeal - Director	$846	$876	$30
19	Appeal - City Council	$1,292	$1,339	$47
20	Code Enforcement Reinspection	$98	$102	$4
21	CC&R Review	$283	$293	$10
22	Conditional Use Permit - Major	$7,916	$8,205	$289
23	Conditional Use Permit - Minor	$4,046	$4,193	$147
24	Conditional Use Permit - Extension (Flat Fee)	$752	$779	$27
25	Crime Prevention Through Environmental Design (CPTED) Plan Reviews	$987	$1,023	$36
26	Density Bonus Agreement - Initial Review	$959	$994	$35
27	Density Bonus Agreement - Annual Review	$191	$198	$7
28	Design Review Committee - Major	$3,781	$3,919	$138
29	Design Review Committee - Minor	$1,550	$1,606	$56
30	Preliminary Project Review - SFR	$1,172	$1,215	$43
31	Preliminary Project Review - Minor	$940	$975	$35
32	Preliminary Project Review - All others	$1,922	$1,992	$70
33	Determination of Use	$704	$730	$26
34	Development Agreement - Establish/Revise	$4,416	$4,578	$162
35	Development Agreement - Annual Review	$517	$535	$18
36	Entertainment Permit	$768	$796	$28
37	Environmental Evaluation - Exempt	$224	$232	$8
38	Environmental Evaluation - Mitigated Negative Declaration	$1,645	$1,705	$60

City of Cypress
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Community Development				
REF #	Description	Current Fee	New Fee	Change
	Planning (Cont.)			
39	Environmental Evaluation - Negative Declaration	$846	$876	$30
40	Environmental Impact Report Review & Certification	$12,711	$13,175	$464
41	Extension of Time - Other Matters	$658	$682	$24
42	Film Permit	$634	$657	$23
43	General Plan Amendment/ Revision	$3,194	$3,311	$117
44	Landscape Inspection	$106	$110	$4
45	Landscape Plan Review	$564	$585	$21
46	Lot Line Adjustment - Non Single Family	$2,115	$2,192	$77
47	Lot Line Adjustment - Single-Family	$1,456	$1,509	$53
48	Mitigation Monitoring - Initial	$2,867	$2,971	$104
49	Mitigation Monitoring - Annual	$704	$730	$26
50	Ordinance Amendment	$4,416	$4,578	$162
51	Public Safety Review Permit	$2,010	$2,083	$73
52	Specific Plan - Staff Review	$4,309	$4,466	$157
53	Staff Review Committee Permit	$1,011	$1,047	$36
54	Temporary Use Permit - Major	$540	$560	$20
55	Temporary Use Permit - Minor	$130	$135	$5
56	Tentative Parcel Map	$2,679	$2,777	$98
57	Tentative Tract Map	$3,383	$3,507	$124
58	Variance	$2,799	$2,901	$102
59	Vesting Map	$2,678	$2,776	$98
60	Zone Change	$6,277	$6,506	$229
61	Minor Zoning Adjustment (Director's Review)	$563	$583	$20
62	Zoning Compliance/Rebuild Letter	$447	$463	$16

1) Most services may be expedited, subject to availability, for two times the amount of the fee(s).

2) Unless otherwise noted, all fees are the minimum fee for the service. The final fee is based on actual costs, which may exceed the minimum fee.

Public Works			
REF #	Description	Current Fee	New Fee
	Building Permit Fee Table *		
63	Total Valuation $1 to $500	$30.00	No Change
64	Total Valuation $501 to $2,000	$30 for first $500 plus $4 for each additional $100, or fraction thereof, to and including $2,000	"" ""
65	Total Valuation $2,001 to $25,000	$90 for first $2,000 plus $18 for each additional $1,000, or fraction thereof, to and including $25,000	"" ""
66	Total Valuation $25,001 to $50,000	$504 for first $25,000 plus $13 for each additional $1,000, or fraction thereof, to and including $50,000	"" ""
67	Total Valuation $50,001 to $100,000	$829 for first $50,000 plus $9 for each additional $1,000, or fraction thereof, to and including $100,000	"" ""
68	Total Valuation $100,001 to $500,000	$1,279 for first $100,000 plus $7 for each additional $1,000, or fraction thereof, to and including $500,000	"" ""
69	Total Valuation $500,001 to $1,000,000	$4,079 for first $500,000 plus $6 for each additional $1,000, or fraction thereof, to and including $1,000,000	"" ""
70	Total Valuation $1,000,001 and up	$7,079 for first $1,000,000 plus $4 for each additional $1,000, or fraction thereof	"" ""
71	Building Plan Check	65% of Building Permit Fee	"" ""
72	Mechanical/Electrical/Plumbing Plan Check	15% of Building Permit Fee	"" ""
73	Energy Plan Check	25% of Building Permit Fee	"" ""

* Valuations will be established using the square footage construction costs from the Annual International Code Council multiplied by a local county adjustment factor as approved by the Building Official.

Some services may be expedited, subject to availability, for 1.5 times the amount of the fee(s).

City of Cypress
Master Fee Schedule
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Public Works				
REF #	Description	Current Fee	New Fee	Change
	Building			
Miscellaneous/Valuation Based Fee Rates (per square foot unless otherwise indicated)				
74	Additions	Per valuation	Per valuation	N/A
75	Interior Remodel - Garage/Bonus Room	$96	$100	$4
76	Patio Cover - Lattice	$28	$29	$1
77	Solid Wood Cover	$33	$34	$1
78	Aluminum - Open Cover	$36	$37	$1
79	Aluminum - Enclosed	$70	$73	$3
80	Solarium Room	$109	$112	$3
81	Deck - Wood	$38	$40	$2
82	Wall Signs	$43	$45	$2
83	Pole Signs	$64	$67	$3
84	Monument Signs	$110	$114	$4
85	Fire Sprinklers	$5	$5	$0
86	Swimming Pools - Plus $600 for Spa	$67	$69	$2
87	Rack Systems (per rack)	$444	$460	$16
88	Fireplace (pre-fabricated) valuation + mechanical permit	$2,221	$2,302	$81
89	Grease Interceptor/Clarifier + issuance	$99	$103	$4
90	Grease Trap + issuance	$41	$42	$1
91	Tenant Improvements - Commercial T.I. (per sq. ft)	$78	$81	$3
	Re-Roofing - Per square (100 square feet)			
92	Composition (rolled, rock, shingle)	$244	$253	$9
93	Wood (Class C) shakes and shingles	$522	$541	$19
94	Tile/Aluminum (concrete and clay)	$610	$633	$23
	Building Permit Fees (per hour)			
95	Inspections outside of normal business hours - minimum charge-two hours	$69	$71	$2
96	Reinspection fees assessed under provisions of Section 305.8	$69	$71	$2
97	Inspections for which no fee is specifically indicated - minimum charge-one half hour	$69	$71	$2
98	Additional plan review required by changes, additions or revisions to plans - minimum charge-one half hour	$69	$71	$2
99	For use of outside consultants for plan checking and inspections, or both	Actual Cost	Actual Cost	N/A

City of Cypress
Master Fee Schedule
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Public Works				
REF #	Description	Current Fee	New Fee	Change
	Building (Cont.)			
	Mechanical Fees			
100	F.A.U. 1-100M	$21	$22	$1
101	F.A.U. Over 100M	$25	$26	$1
102	Duct Alter or Add	$15	$15	$0
103	Kitchen/ Bath Vent	$10	$11	$1
104	Comm Hood	$15	$15	$0
105	Air Condition Unit	$21	$22	$1
106	Wall Furnace	$21	$22	$1
107	Gas System (up to 5 outlets)	$8	$8	$0
108	Outlets over 5	$2	$2	$0
109	Evap 1-10M	$15	$15	$0
110	Evap Over 10M	$25	$26	$1
111	Heating Permit	$33	$34	$1
	Electrical Fees			
112	Outlets 1-20	$2	$2	$0
113	Outlets Over 20	$1	$1	$0
114	Lighting Fixtures	$2	$2	$0
115	Range-Oven-Garbage Disposal	$8	$8	$0
116	Clothes Dryer - Auto Washer	$8	$8	$0
117	Water Heater - Pool Htr - Space Htr	$8	$8	$0
118	New Residential - Outlets (sq/ft)	$0.00	$0	$0
119	Motors Over Inc. HP 0-1	$8	$8	$0
120	Motors Over Inc. HP 1-10	$17	$18	$1
121	Motors Over Inc. HP 10-50	$33	$34	$1
122	Miscellaneous	$25	$26	$1
123	Each Meter - Service 0-600V not over 200A	$42	$43	$1
124	Each Meter - Service 600V over 200A	$84	$87	$3
125	Each Meter - Service 600V over 400A	$166	$172	$6
126	Panel Board	$25	$26	$1
127	Swim Pool/ Spa	$67	$69	$2
128	Time Clock	$8	$8	$0
129	Signs - No. of Trans or Bals	$33	$34	$1
130	Signs - No. of Lamps	$8	$8	$0
131	Temp Power Poles	$33	$34	$1
132	Additional Support Poles	$0	$0	$0
133	Supplement Permit	$11	$12	$1
134	Electrical Permit	$33	$34	$1

Public Works				
REF #	Description	Current Fee	New Fee	Change
	Building (Cont.)			
	Plumbing Fees			
135	Water Closet	$14	$14	$0
136	Bath Tub	$14	$14	$0
137	Shower	$14	$14	$0
138	Lavatory	$14	$14	$0
139	Sink	$14	$14	$0
140	Dishwasher	$14	$14	$0
141	Laundry Tub	$14	$14	$0
142	Clothes Washer	$14	$14	$0
143	Floor Drain	$14	$14	$0
144	Floor Sink	$14	$14	$0
145	Miscellaneous Items	$14	$14	$0
146	Water Heater	$17	$18	$1
147	Gas System (up to 5 outlets)	$8	$8	$0
148	Outlets over 5	$2	$2	$0
149	Vacuum Breaker	$17	$18	$1
150	Install/ Alter Water System	$8	$8	$0
151	Install/ Alter Waste or Vents	$8	$8	$0
152	House Sewer	$99	$103	$4
153	Connect Add H.S.	$8	$8	$0
154	P-Trap Pool Drain	$14	$14	$0
155	Sewer Cap	$14	$14	$0
156	Plumbing Permit	$33	$34	$1
	Grading/Permitting Inspection Fees			
157	Grading/Drainage/Water Quality Permit/Inspections	$338 minimum fee/actual cost	$351 minimum fee/actual cost	$13

Public Works				
REF #	Description	Current Fee	New Fee	Change
	Building (Cont.)			
	Miscellaneous Fee Rates			
158	Mobile Home Fees	Per State Schedule	Per State Schedule	N/A
159	Issuance Fee	$66	$68	$2
160	Temporary Certificate of Occupancy (for each 30 days)	$185	$192	$7
161	Request for Alternate Methods and Material	$185	$192	$7
162	Annual Day Care Inspections	$158	$164	$6
163	Special Inspections ($ minimum/Charge Hourly)	$158	$164	$6
164	Building Permit Time Extension	$223	$231	$8
165	Building Relocation Inspection	$159	$165	$6
166	Building Demolition	Per Valuation	Per Valuation	N/A
167	Pool Demo/ In-fill	Per Valuation	Per Valuation	N/A
168	Plan Retrieval	$46	$48	$2
169	Subpoenas (including research/ copying)	$278	$288	$10
170	Copies	$1 first copy/$0.10 per page	$1 first copy/$0.10 per page	N/A
	Masonry Fee Rates			
	Height of Masonry Wall/Height of Retaining Wall (feet)			
171	1	$0/$28	$0/$29	$0/$1
172	2	$0/$43	$0/$45	$0/$2
173	3	$0/$59	$0/$61	$0/$2
174	4	$46/$80	$48/$83	$2/$3
175	5	$59/$98	$61/$102	$2/$4
176	6	$70/$119	$73/$123	$3/$4
177	7	$83/$136	$86/$141	$3/$5
178	8	$94/$0	$97/$0	$3/$0

1) Some services may be expedited, subject to availability, for 1.5 times the amount of the fee(s).

City of Cypress
Master Fee Schedule
Effective July 1, 2023

Public Works				
REF #	Description	Current Fee	New Fee	Change
	Public Works			
	Environmental Inspection/National Pollution Discharge Elimination System			
	Fats, Oils, and Grease (FOG) Program			
179	Best Management Practice Inspection - Annual	$69	$71	$2
180	Best Management Practice Reinspection	$124	$129	$5
181	Construction and Demolition w/Franchise Waste Hauler	$90	$94	$4
182	Construction and Demolition w/Self-Hauling	$362	$375	$13
183	Grease Control Device Inspection - Annual	$69	$71	$2
184	Grease Control Device Reinspection	$124	$129	$5
185	New Grease Control Device Inspection	$124	$129	$5
186	New Grease Control Device Plan Check	$159	$165	$6
187	Annual NPDES High Priority Inspection	$250	$259	$9
188	Annual NPDES Low/Medium Priority Inspection	$119	$123	$4
189	Additional Environmental Services (Hourly)	$113	$117	$4
	Water Quality Management Plan (WQMP) Fees			
190	All development projects shall pay a minimum deposit for the review and approval of Water Quality Management Plans (WQMP) as defined in the City of Cypress National Pollutant Discharge Elimination System (NPDES) Stormwater Program and the City of Cypress Local Implementation Plan (LIP)	Small Project - $545 minimum deposit based on actual costs for small projects. Additional deposits may be required based on the accuracy and completeness of the project submittal. Large Project - $848 minimum deposit based on actual costs for large projects. Additional deposits may be required based on the quality of the project submittal.	Small Project - $586 minimum deposit based on actual costs for small projects. Additional deposits may be required based on the accuracy and completeness of the project submittal. Large Project - $879 minimum deposit based on actual costs for large projects. Additional deposits may be required based on the quality of the project submittal.	$31 - $41
191	Additional Review of Water Quality Management Plan (Minimum Fee; additional charged hourly)	$848	$879	$31

1) Unless otherwise noted, all fees are the minimum fee for the services. The final fee is based on

Public Works			
REF #	Description	Current Fee	New Fee
	Public Works		
	Citywide Traffic Improvement Fees		
	Commercial - Retail		
192	Shopping Center - Less than 50,000 SF	$1.81 per SF - Includes 50% Passby Credit	No Change
193	Shopping Center - 100,000 SF	$1.67 per SF - Includes 40% Passby Credit	"" ""
194	Shopping Center - 200,000 SF	$1.54 per SF - Includes 30% Passby Credit	"" ""
195	Shopping Center - 300,000 SF	$1.40 per SF - Includes 25% Passby Credit	"" ""
196	Restaurant - Fast Food w/ Drive-Through	$18.81 per SF - Includes 40% Passby Credit	"" ""
197	Restaurant - Fast Food w/o Drive-Through	$16.43 per SF - Includes 40% Passby Credit	"" ""
198	Restaurant - High Turnover (Family)	$8.18 per SF - Includes 25% Passby Credit	"" ""
199	Restaurant - Quality (Dinner House)	$2.62 per SF - Includes 10% Passby Credit	"" ""
200	Hotel	$409 per Room	"" ""
201	Motel	$409 per Room	"" ""
202	Discount Store (Freestanding)	$1.35 per SF	"" ""
203	Hardware/ Paint Store	$2.03 per SF	"" ""
204	New Car Sales	$1.56 per SF	"" ""
	Residential		
205	Single Family (Low Density)	$595 per DU	"" ""
206	Low Rise Condo/ Townhome (Medium Density)	$508 per DU	"" ""
207	Low Rise Apartment (High Density)	$358 per DU	"" ""
208	Retirement Community	$154 per DU	"" ""
209	Elderly Housing (Attached)	$44 per DU	"" ""
	Office - Industrial		
210	General Office - Less than 50,000 SF	$1.52 per SF	"" ""
211	General Office - 100,000 SF	$1.28 per SF	"" ""
212	General Office - 200,000 SF	$1.09 per SF	"" ""
213	General Office - 400,000 SF	$0.92 per SF	"" ""
214	General Office - 600,000 SF	$0.84 per SF	"" ""
215	General Office - 800,000 SF or greater	$0.78 per SF	"" ""
216	Single Tenant/ Corporate Office	$1.20 per SF	"" ""
217	Research & Development	$0.79 per SF	"" ""
218	Warehouse	$0.44 per SF	"" ""
219	Light Industrial	$0.65 per SF	"" ""
220	Manufacturing	$0.52 per SF	"" ""

Public Works			
REF #	Description	Current Fee	New Fee
	Public Works (Cont.)		
	Regional Traffic Improvement Fees		
	Commercial - Retail		
221	Shopping Center - Less than 50,000 SF	$0.16 per SF - Includes 50% Passby Credit	No Change
222	Shopping Center - 100,000 SF	$0.15 per SF - Includes 40% Passby Credit	" "
223	Shopping Center - 200,000 SF	$0.13 per SF - Includes 30% Passby Credit	" "
224	Shopping Center - 300,000 SF	$0.12 per SF - Includes 25% Passby Credit	" "
225	Restaurant - Fast Food w/ Drive-Through	$1.64 per SF - Includes 40% Passby Credit	" "
226	Restaurant - Fast Food w/o Drive-Through	$1.43 per SF - Includes 40% Passby Credit	" "
227	Restaurant - High Turnover (Family)	$0.71 per SF - Includes 25% Passby Credit	" "
228	Restaurant - Quality (Dinner House)	$0.22 per SF - Includes 10% Passby Credit	" "
229	Hotel	$36 per Room	" "
230	Motel	$36 per Room	" "
231	Discount Store (Freestanding)	$0.12 per SF	" "
232	Hardware/ Paint Store	$0.18 per SF	" "
233	New Car Sales	$0.14 per SF	" "
	Residential		
234	Single Family (Low Density)	$52 per DU	" "
235	Low Rise Condo/ Townhome (Medium Density)	$44 per DU	" "
236	Low Rise Apartment (High Density)	$31 per DU	" "
237	Retirement Community	$13.46 per DU	" "
238	Elderly Housing (Attached)	$3.85 per DU	" "
	Office - Industrial		
239	General Office - Less than 50,000 SF	$0.13 per SF	" "
240	General Office - 100,000 SF	$0.11 per SF	" "
241	General Office - 200,000 SF	$0.10 per SF	" "
242	General Office - 400,000 SF	$0.08 per SF	" "
243	General Office - 600,000 SF	$0.07 per SF	" "
244	General Office - 800,000 SF or greater	$0.06 per SF	" "
245	Single Tenant/ Corporate Office	$0.11 per SF	" "
246	Research & Development	$0.07 per SF	" "
247	Warehouse	$0.04 per SF	" "
248	Light Industrial	$0.06 per SF	" "
249	Manufacturing	$0.05 per SF	" "

1) Unless otherwise noted, all fees are the minimum fee for the service. The final fee is based on actual costs, which may exceed the minimum fee.
* Fixed fee

City of Cypress
Master Fee Schedule
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Public Works				
REF #	Description	Current Fee	New Fee	Change
	Public Works (Cont.)			
	Development and Permit Fees			
250	Grading Plan Check	$1,458	$1,511	$53
251	Public Works Plan Check	$1,458	$1,511	$53
252	Final Parcel Map Check	$1,018	$1,056	$38
253	Final Tract Map Check	$1,018	$1,056	$38
254	Public Works Permit - Small	$174	$180	$6
255	Public Works Permit - Medium	$1,308	$1,356	$48
256	Public Works Permit - Large	$3,174	$3,290	$116
257	Street Abandonment	$791	$820	$29
258	Transportation Permit *	$17 Trip/$79 Annual	$18 Trip/$82 Annual	$1/$3
259	Drainage Fee for Master Drainage Plan *	$7,940/acre	$7,940/acre	No Change
	Residential Parking Permits			
260	Permit Fee *	$35	$36	$1
261	Permit Replacement Fee *	$25	$26	$1
262	Fine for Misuse of Parking Permit *	$100	$100	No Change
	Park Development Fee			
263	Fee in lieu of parkland dedication, for residential subdivisions, apartments, 2nd units, etc. *	$23,421	$23,421	$0

1) Unless otherwise noted, all fees are the minimum fee for the service. The final fee is
* Fixed fee

City of Cypress
Master Fee Schedule
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Police				
REF #	Description	Current Fee	New Fee	Change
	General Fees			
264	Arrest Booking Fee	$405	$419	$14
265	Blood Draw Recovery Fee [1]	$119	$128	$9
266	Copy of Citation/Police Report/Log Item	$1 first copy + $0.10 per page	$1 first copy + $0.10 per page	No Change
267	Criminal History Verification	$50	$52	$2
268	Firing Range Rental (per person)	$105	$109	$4
269	Repossession - Verification Fee [2]	$15	$15	No Change
270	Ride Along (may be waived at Chief's discretion)	$75	$77	$2
271	Storage of Relinquished Firearms (annual, per weapon)	$250	$259	$9
272	Subpoena (Civil) for Records (15 day requirement) [2]	$15 + duplication	$15 + duplication	No Change
273	Subpoena (Civil) for Officer Appearance (per day) [2]	$275	$275	No Change
274	Subpoena (Audio or Video)	$105	$109	$4
275	Subpoena (Photo/Digital Duplication)	$105	$109	$4
276	Vehicle Inspection	$33	$34	$1
277	Vehicle Permits	$15	$15	$0
278	Vehicle Release	$153	$158	$5
279	Vehicle Release (30-day impound)	$254	$264	$10
280	Vehicle Release (30-day impound/with hearing)	$298	$309	$11
	Alarm System Fees and Fines			
281	Business Alarm Permit Fee	$50	$52	$2
282	Residential Alarm Permit Fee	$50	$52	$2
283	Failure to Register Alarm System Fine	$30 for first violation	$30 for first violation	No Change
284		$50 for second violation	$50 for second violation	No Change
285		$100 for third and subsequent violations	$100 for third and subsequent violations	No Change
286	False Alarm Fine (within any calendar year)	$0 - first two false alarms	$0 - first two false alarms	No Change
287		$70 - third false alarm	$70 - third false alarm	No Change
288		$110 - fourth false alarm	$110 - fourth false alarm	No Change
289		$130 - fifth false alarm	$130 - fifth false alarm	No Change
290		$170 - sixth false alarm	$170 - sixth false alarm	No Change
291		$200 - seventh false alarm	$200 - seventh false alarm	No Change
292		$500 - eighth and subsequent false alarms	$500 - eighth and subsequent false alarms	No Change
293	Extraordinary Police Services (Minimum fee)	$1,130	$1,172	$42

[1] Fee is based on actual contract cost and is subject to change.

[2] Fee is set by the State of California and is subject to change.

City of Cypress
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Recreation and Community Services				
REF #	Description	Current Fee	New Fee	Change
	Sports Programs			
294	Adult Basketball/per team (11 week)	$450	$466	$16
295	Softball	$482	$499	$17
296	Open Gym - Youth/Adult	$3	$4	$0
297	Semi-private swim lessons (4 lessons)	$95	$98	$3
298	Swim lessons (2 weeks)	$57	$59	$2
299	Basketball sports camp	$92	$95	$3
300	Youth Basketball League - Summer	$92	$95	$3
301	Youth Basketball League - Winter	$113	$117	$4
302	Volleyball sports camp	$92	$95	$3
303	Youth Volleyball League - Fall	$92	$95	$3
304	Youth Volleyball League - Spring	$92	$95	$3
305	Pee Wee Sports	$50	$52	$2
306	Challenger Basketball - Summer	$0	$0	$0
307	5K/10K Walker	$43	$45	$2
308	5K/10K Pre-registration Runner	$50	$52	$2
309	5K/10K Late registration Runner	$62	$64	$2
	Youth Programs			
310	Day Camp - Weekly	$148	$153	$5
311	Day Camp - AM/PM Care - Weekly	$37	$39	$2
312	Day Camp Excursions	$29	$30	$1
313	Kids Corner - 3 Year Olds (9weeks, 2x/week)	$254	$264	$10
314	Kids Corner - 4 Year Olds (9weeks, 3x/week)	$344	$356	$12
315	Kids Corner - Summer	$233	$241	$8
316	Birthdays	$389	$403	$14
317	Birthdays - Specialty	$444	$460	$16
318	Kids Night Out	$25	$26	$1
319	Park Program - Summer	$31	$32	$1
320	Teen Dances	$18	$19	$1
321	Teen Fashion Show	$6	$6	$0
322	Father-Daughter Night	$57	$59	$2
323	Father-Daughter Night (Additional Child)	$17	$18	$1
324	Halloween Admission	$6	$6	$0

City of Cypress
Master Fee Schedule
Effective July 1, 2023

Recreation and Community Services				
REF #	Description	Current Fee	New Fee	Change
	Recreation (Cont.)			
	Adult Events			
325	Special Event Exhibitor - Commercial	$123	$128	$5
326	Special Event Exhibitor - Non-Profit	$62	$64	$2
327	Special Event Exhibitor - Small Business	$62	$64	$2
328	Dining Center Event	$6	$6	$0
329	Bunco	$18	$19	$1
	Program/Class Fees			
330	Registration Fee	$2 - $11	$2 - $12	$0 - $1
331	Facility Replacement Fee	$6	$6	$0
332	Credit Card Fee	Actual Cost	Actual Cost	N/A
333	Non-Resident Fee	from $11 up to full cost	from $12 up to full cost	N/A
334	Refund Processing Fee	$17	$18	$1

Additional classes and programs may be evaluated and offered as the demand arises. The authorized fees for new offerings are:

	Additional Recreational Activities	**Fee Range**		
335	Adult Sports	$413-$509	$428-$527	$15-$18
336	Aquatics	$57-$136	$59-$141	$2-$5
337	Community Events	$6-$113	$6-$117	$0-$4
338	Day Camps	$34-$226	$35-$234	$1-$8
339	Youth Sports	$0-$283	$0-$293	$0-$10
340	Kids Corner	$215-$537	$223-$557	$8-$20
341	Teen Programs	$6-$57	$6-$59	$0-$2
342	Playground	$23-$463	$23-$480	$0-$17
343	Sr. Center Programs	$6-$170	$6-$176	$0-$6

City of Cypress
Master Fee Schedule
Effective July 1, 2022

Recreation and Community Services - Facility Rentals

FACILITY RENTAL fees vary by category of organization as follows:

A: Resident Private | C: Resident Non-Profit | E: Commercial - In-Town

B: Non-Resident Private | D: Non-Resident Non-Profit | F: Commercial - Out of Town

COMMUNITY CENTER - Grand Ballroom A + B or B + Garden

REF #	Description		Hourly Rates Mon-Thur	Mon-Thur w/alcohol	Fri-Sun	Fri-Sun w/alcohol
344	**Grand Ballroom A + B or B + Garden** (6 hour minimum Fri - Sun)	A:	$220	$243	$254	$277
345		B:	$277	$300	$311	$333
346		C:	$170	$192	$203	$226
347		D:	$226	$249	$260	$283
348		E:	$271	$294	$305	$328
349		F:	$328	$350	$362	$384

COMMUNITY CENTER - Grand Ballroom A or B or Garden

REF #	Description		Hourly Rates Mon-Thur	Mon-Thur w/alcohol	Fri-Sun	Fri-Sun w/alcohol
350	**Grand Ballroom A or B or Garden** (6 hour minimum Fri - Sun)	A:	$141	$170	$175	$203
351		B:	$198	$226	$232	$260
352		C:	$85	$102	$119	$136
353		D:	$175	$192	$175	$192
354		E:	$192	$220	$226	$254
355		F:	$249	$277	$283	$311

COMMUNITY CENTER - Grand Ballroom

REF #	Description		Hourly Rates Mon-Thur	Mon-Thur w/alcohol	Fri-Sun	Fri-Sun w/alcohol
356	**Grand Ballroom Full** (6 hour minimum Fri - Sun)	A:	$249	$283	$283	$317
357		B:	$305	$339	$339	$373
358		C:	$209	$226	$243	$260
359		D:	$266	$283	$300	$317
360		E:	$328	$356	$362	$390
361		F:	$384	$413	$418	$447

City of Cypress
Master Fee Schedule
Effective July 1, 2023

Recreation and Community Services - Facility Rentals

FACILITY RENTAL fees vary by category of organization as follows:

A: Resident Private | C: Resident Non-Profit | E: Commercial - In-Town

B: Non-Resident Private | D: Non-Resident Non-Profit | F: Commercial - Out of Town

COMMUNITY CENTER - Grand Ballroom A + B or B + Garden

REF #	Description		Hourly Rates Mon-Thur	Mon-Thur w/alcohol	Fri-Sun	Fri-Sun w/alcohol
344	**Grand Ballroom A + B or B + Garden** (6 hour minimum Fri - Sun)	A:	$228	$252	$264	$287
345		B:	$287	$310	$322	$346
346		C:	$176	$199	$211	$234
347		D:	$234	$258	$269	$293
348		E:	$281	$305	$316	$340
349		F:	$340	$363	$375	$398

COMMUNITY CENTER - Grand Ballroom A or B or Garden

REF #	Description		Hourly Rates Mon-Thur	Mon-Thur w/alcohol	Fri-Sun	Fri-Sun w/alcohol
350	**Grand Ballroom A or B or Garden** (6 hour minimum Fri - Sun)	A:	$146	$176	$182	$211
351		B:	$205	$234	$240	$269
352		C:	$88	$105	$123	$141
353		D:	$182	$199	$182	$199
354		E:	$199	$228	$234	$264
355		F:	$258	$287	$293	$322

COMMUNITY CENTER - Grand Ballroom

REF #	Description		Hourly Rates Mon-Thur	Mon-Thur w/alcohol	Fri-Sun	Fri-Sun w/alcohol
356	**Grand Ballroom Full** (6 hour minimum Fri - Sun)	A:	$258	$293	$293	$328
357		B:	$316	$351	$351	$387
358		C:	$217	$234	$252	$269
359		D:	$275	$293	$310	$328
360		E:	$340	$369	$375	$404
361		F:	$398	$428	$434	$463

City of Cypress
Master Fee Schedule
Effective July 1, 2022

Recreation and Community Services - Facility Rentals

FACILITY RENTAL fees vary by category of organization as follows:

A: Resident Private	C: Resident Non-Profit	E: Commercial - In-Town
B: Non-Resident Private	D: Non-Resident Non-Profit	F: Commercial - Out of Town

COMMUNITY CENTER - Community Room

REF #	Description		Hourly Rates Mon-Thur	Mon-Thur w/alcohol	Fri-Sun	Fri-Sun w/alcohol
362	**Community Room**	A:	$90	$102	$102	$113
363	(3 hour minimum)	B:	$124	$136	$136	$147
364		C:	$62	$79	$73	$90
365		D:	$96	$113	$107	$124
366		E:	$107	$119	$119	$130
367		F:	$141	$153	$153	$164

COMMUNITY CENTER - Arts and Crafts Room

REF #	Description		Hourly Rates Mon-Thur	Mon-Thur w/alcohol	Fri-Sun	Fri-Sun w/alcohol
368	**Arts and Crafts Room**	A:	$62	$85	$73	$96
369	(3 hour minimum)	B:	$73	$96	$85	$107
370		C:	$57	$79	$68	$90
371		D:	$68	$90	$79	$102
372		E:	$79	$96	$90	$107
373		F:	$90	$107	$102	$119

COMMUNITY CENTER - Conference Room

REF #	Description		Hourly Rates Mon-Thur	Mon-Thur w/alcohol	Fri-Sun	Fri-Sun w/alcohol
374	**Conference Room**	A:	$34	N/A	$45	N/A
375	(2 hour minimum)	C:	$45	N/A	$57	N/A

City of Cypress
Master Fee Schedule
Effective July 1, 2023

Recreation and Community Services - Facility Rentals

FACILITY RENTAL fees vary by category of organization as follows:

A: Resident Private	C: Resident Non-Profit	E: Commercial - In-Town
B: Non-Resident Private	D: Non-Resident Non-Profit	F: Commercial - Out of Town

COMMUNITY CENTER - Community Room

REF #	Description		Hourly Rates Mon-Thur	Mon-Thur w/alcohol	Fri-Sun	Fri-Sun w/alcohol
362	**Community Room**	A:	$94	$105	$105	$117
363	(3 hour minimum)	B:	$129	$141	$141	$152
364		C:	$64	$82	$76	$94
365		D:	$100	$117	$111	$129
366		E:	$111	$123	$123	$135
367		F:	$146	$158	$158	$170

COMMUNITY CENTER - Arts and Crafts Room

REF #	Description		Hourly Rates Mon-Thur	Mon-Thur w/alcohol	Fri-Sun	Fri-Sun w/alcohol
368	**Arts and Crafts Room**	A:	$64	$88	$76	$100
369	(3 hour minimum)	B:	$76	$100	$88	$111
370		C:	$59	$82	$70	$94
371		D:	$70	$94	$82	$105
372		E:	$82	$100	$94	$111
373		F:	$94	$111	$105	$123

COMMUNITY CENTER - Conference Room

REF #	Description		Hourly Rates Mon-Thur	Mon-Thur w/alcohol	Fri-Sun	Fri-Sun w/alcohol
374	**Conference Room**	A:	$35	N/A	$47	N/A
375	(2 hour minimum)	C:	$47	N/A	$59	N/A

City of Cypress
Master Fee Schedule
Effective January 1, 2022

Recreation and Community Services - Facility Rentals		
FACILITY RENTAL fees vary by category of organization as follows:		
A: Resident Private	C: Resident Non-Profit	E: Commercial - In-Town
B: Non-Resident Private	D: Non-Resident Non-Profit	F: Commercial - Out of Town

SENIOR CENTER - Multi-Use Room Full

REF #	Hourly Rates			
	Description			w/alcohol
376	**Multi-Use Room Full** (6 hour minimum Fri - Sun)	A:	$158	$181
377		B:	$192	$209
378		C:	$79	$79
379		D:	$164	$181
380		E:	$215	$237
381		F:	$271	$294

SENIOR CENTER - Multi-Use Room West/Kitchen

	Hourly Rates			
	Description			w/alcohol
382	**Multi-Use Room West/Kitchen** (6 hour minimum Fri - Sun)	A:	$124	$124
383		B:	$141	$141
384		C:	$68	$68
385		D:	$141	$141
386		E:	$164	$164
387		F:	$220	$237

SENIOR CENTER - Arts & Crafts or Exercise Room

	Hourly Rates			
	Description			w/alcohol
388	**Arts & Crafts or Exercise Room**	A:	$68	$79
389		B:	$73	$96
390		C:	$40	$40
391		D:	$73	$85
392		E:	$85	$102
393		F:	$119	$136

City of Cypress
Master Fee Schedule
Effective January 1, 2023

Recreation and Community Services - Facility Rentals		
FACILITY RENTAL fees vary by category of organization as follows:		
A: Resident Private	C: Resident Non-Profit	E: Commercial - In-Town
B: Non-Resident Private	D: Non-Resident Non-Profit	F: Commercial - Out of Town

SENIOR CENTER - Multi-Use Room Full

REF #	Hourly Rates			
	Description			w/alcohol
376	**Multi-Use Room Full** (6 hour minimum Fri - Sun)	A:	$164	$187
377		B:	$199	$217
378		C:	$82	$82
379		D:	$170	$187
380		E:	$223	$246
381		F:	$281	$305

SENIOR CENTER - Multi-Use Room West/Kitchen

	Hourly Rates			
	Description			w/alcohol
382	**Multi-Use Room West/Kitchen** (6 hour minimum Fri - Sun)	A:	$129	$129
383		B:	$146	$146
384		C:	$70	$70
385		D:	$146	$146
386		E:	$170	$170
387		F:	$228	$246

SENIOR CENTER - Arts & Crafts or Exercise Room

	Hourly Rates			
	Description			w/alcohol
388	**Arts & Crafts or Exercise Room**	A:	$70	$82
389		B:	$76	$100
390		C:	$41	$41
391		D:	$76	$88
392		E:	$88	$105
393		F:	$123	$141

City of Cypress
Master Fee Schedule
Effective January 1, 2022

Recreation and Community Services - Facility Rentals

FACILITY RENTAL fees vary by category of organization as follows:

A: Resident Private	C: Resident Non-Profit	E: Commercial - In-Town
B: Non-Resident Private	D: Non-Resident Non-Profit	F: Commercial - Out of Town

SENIOR CENTER - Card Room

REF #	Hourly Rates			
	Description			w/alcohol
394	**Card Room**	A:	$51	N/A
395		B:	$57	N/A
396		C:	$40	N/A
397		D:	$57	N/A
398		E:	$68	N/A
399		F:	$79	N/A

SENIOR CENTER - Conference Room

	Hourly Rates			
	Description			w/alcohol
400	**Conference Room**	A:	$34	N/A
401	(2 hour minimum)	C:	$45	N/A

Misc. Rental Fees

402	Deposit	$300
403	Deposit - Alcohol	$500
404	Second Set Up	$28-$113
405	Bar Rental	$45
406	Misc. Equipment Rental	$11-$57
407	Kitchen	$57
408	Liability Insurance - Serving Alcohol	Actual Premium
409	Liability Insurance - Serving & Selling Alcohol	Actual Premium
410	Hourly Rate after Contractual Rental Period	Double Hourly Rate

City of Cypress
Master Fee Schedule
Effective January 1, 2023

Recreation and Community Services - Facility Rentals

FACILITY RENTAL fees vary by category of organization as follows:

A: Resident Private	C: Resident Non-Profit	E: Commercial - In-Town
B: Non-Resident Private	D: Non-Resident Non-Profit	F: Commercial - Out of Town

SENIOR CENTER - Card Room

REF #	Hourly Rates			
	Description			w/alcohol
394	**Card Room**	A:	$53	N/A
395		B:	$59	N/A
396		C:	$41	N/A
397		D:	$59	N/A
398		E:	$70	N/A
399		F:	$82	N/A

SENIOR CENTER - Conference Room

	Hourly Rates			
	Description			w/alcohol
400	**Conference Room**	A:	$35	N/A
401	(2 hour minimum)	C:	$47	N/A

Misc. Rental Fees

402	Deposit	$300
403	Deposit - Alcohol	$500
404	Second Set Up	$29-$117
405	Bar Rental	$47
406	Misc. Equipment Rental	$12-$59
407	Kitchen	$59
408	Liability Insurance - Serving Alcohol	Actual Premium
409	Liability Insurance - Serving & Selling Alcohol	Actual Premium
410	Hourly Rate after Contractual Rental Period	Double Hourly Rate

City of Cypress
Master Fee Schedule
Effective July 1, 2023

Recreation and Community Services				
REF #	Description	Current Fee	New Fee	Change
	Athletic Field Rentals			
411	Athletic Field Rentals - Day Use Hourly - Resident	$28	$29	$1
412	Athletic Field Rentals - Day Use Hourly - Non-Resident	$34	$35	$1
413	Athletic Field Lights - ACUAF Groups	$11	$12	$1
414	Athletic Field Lights - Non-ACUAF Groups	$17	$18	$1
415	Roller Hockey Rink Rental Hourly	$40	$41	$1
416	Roller Hockey Rink Rental Hourly with Lights	$57	$59	$2
417	ACUAF Base Non-Resident Fee	$11	$11	$0
418	ACUAF Next Non-Resident Fee	$16	$17	$1
419	ACUAF Base Field Rental Fee	$2.00/hour	$2.00/hour	$0.00
420	ACUAF Next Field Rental Fee	$7.50/hour	$7.50/hour	$ -
421	Athletic Facility Security Deposit	$150	$150	$0
422	Lexington Park Athletic Fields (Natural and Synthetic) Hourly	$2.00 - $163	$2.00 - $169	$0-$6
	Park Rentals			
423	Arnold Cypress Park Room - Resident / Resident Non-Profit	$51	$53	$2
424	Arnold Cypress Park Room - Non-Resident / Non-Resident Non-Profit	$62	$64	$2
425	Arnold Cypress Serving Room	$68	$70	$2
426	Arnold Cypress cleaning deposit	$100	$100	$0
427	Park Pavilion - Resident	$40	$41	$1
428	Park Pavilion - Commercial	$57	$59	$2
429	Moon Bounce - Resident	$23	$23	$0
430	Open Space Permit - Resident	$23	$23	$0
431	Lexington Park Small Pavilion-Resident (Hourly)	$22	$23	$1
432	Lexington Park Large Pavilion-Resident (Hourly)	$38	$39	$1
433	Lexington Park Equipment Storage-Resident Non-Profit (monthly)	$109	$113	$4
434	Lexington Park Food Truck (per event)	$54-$326 or 10% of gross sales	$56-$338 or 10% of gross sales	$2 - $12
	Electric Vehicle Charging Stations			

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **10.**

FROM: Alisha Farnell, City Clerk

DATE: 06/12/2023

SUBJECT: **Appoint City Commissioners**

RECOMMENDATION

Appoint Commissioners to the Recreation and Community Services, Senior Citizens, and Traffic Commissions.

DISCUSSION

At its March 13 meeting, the City Council revised its Boards, Commissions and Committees Policy Manual which prescribes the recruitment process to fill vacancies on the Recreation and Community Services, Senior Citizens, and Traffic Commissions. The Policy Manual update adjusted some Commission terms to ensure a consistent recruitment cycle that provides residents with the opportunity to apply for Commission vacancies each year. The Commission recruitment sought to fill four full-term Commission seats and four partial-term Commission seats with terms beginning July 1, 2023.

The City Council held a special meeting on June 5 to interview 23 Commission applicants and reached consensus on the following appointments:

Recreation and Community Services Commission

- Leo Medrano - Four-year term ending June 30, 2027
- Anne Logovii - Two-year term ending June 30, 2025
- Colin Edwards - One-year term ending June 30, 2024

Senior Citizens Commission

- Ginger Osman - Four-year term ending June 30, 2027
- Linda Croce - Two-year term ending June 30, 2025
- Jon DeCesare - One-year term ending June 30, 2024

Traffic Commission

- Lora Ajello - Four-year term ending June 30, 2027
- William Shakespeare - Four-year term ending June 30, 2027

Alternates

The City Council selected the following applicants as alternates for consideration in the event a vacancy occurs prior to the next annual recruitment:

- Recreation and Community Services Commission - Blaze Bhence and Yvette Shenouda
- Senior Citizens Commission - Thomas Patrick O'Toole and Roberta O'Toole
- Traffic Commission - John Price and Sam O'Grady

BUDGET IMPACT

None.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Commission Appointments

CITY OF CYPRESS
COMMISSION APPLICANT INTERVIEWS
2023

It was the consensus of the City Council to select the following candidates for appointment to the Recreation and Community Services Commission, Senior Citizens Commission, and Traffic Commission:

RECREATION & COMMUNITY SERVICES COMMISSION:

Leo Medrano (4 Year Term)

Anne Logovii (2 Year Term)

Colin Edwards (1 Year Term)

SENIOR CITIZENS COMMISSION:

Ginger Osman (4 Year Term)

Linda Croce (2 Year Term)

Jon DeCesare (1 Year Term)

TRAFFIC COMMISSION:

Lora Ajello (4 Year Term)

William Shakespeare (4 Year Term)

ALTERNATES (if any):

Traffic: John Price; Sam O'Grady
Recreation: Blaze Bhence; Yvette Shenouda
Senior: Thomas P O'Toole; Roberta O'Toole

Anne Hertz-Mallard
Mayor

6/5/2023
Date

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **11.**

FROM: Peter Grant, City Manager

DATE: 06/12/2023

SUBJECT: **Receive an Update on the Strategic Plan Six-Month Objectives**

RECOMMENDATION

Receive an update on the Strategic Plan six-month objectives.

DISCUSSION

The Strategic Plan establishes major goals and objectives for the City. It provides the principal guidance for the preparation of the budget and a plan for implementation and accountability. The Strategic Plan is among the City Council's most effective tools to improve services and preserve Cypress' high quality of life.

The City Council updated the Strategic Plan in March 2023, including a review of the existing plan, development of new six-month objectives, and a discussion of the City's strengths and accomplishments during the past six months. The attached matrices report the progress on the six-month objectives as of June 12, 2023.

A special City Council meeting will be held on September 14, 2023 to update the plan for the next six months.

BUDGET IMPACT

None.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Six-Month Objectives

CITY OF CYPRESS

SIX-MONTH STRATEGIC OBJECTIVES

March 2023 – September 2023

THREE-YEAR GOAL: MAINTAIN INFRASTRUCTURE AND FACILITIES						
WHEN	**WHO**	**WHAT**	**STATUS**			**COMMENTS**
			DONE	ON TARGET	REVISED	
1. At the June 26, 2023 City Council meeting	Public Works Director, working with the RCS Director	Recommend construction plans and specifications for reimagining Arnold Cypress Park.		X		
2. At the April 24, 2023 City Council workshop	Public Works Director, working with SCE	Present options for converting to LED streetlights.		X		
3. By September 1, 2023	Public Works Director	Report the results of the right-of-way water conservation opportunities analysis to the City Manager		X		

C I T Y O F C Y P R E S S

SIX-MONTH STRATEGIC OBJECTIVES

March 2023 – September 2023

MAINTAIN FINANCIAL STABILITY AND PROMOTE ECONOMIC ACTIVITY						
WHEN	**WHO**	**WHAT**	**STATUS**			**COMMENTS**
			DONE	ON TARGET	REVISED	
1. At the Sept. 11, 2023 City Council workshop	Finance Director	Present options to accelerate Pension Trust funding to further offset CalPERS pension plan unfunded actuarial liabilities.		X		
2. At the Sept. 11, 2023 City Council workshop	Planning Director	Recommend the Housing Element implementation public outreach plan.		X		
3. At the July 10, 2023 City Council workshop	Planning Director, working with the Economic Development subcommittee	Present options for the redevelopment/sale/transfer of the city-owned property at 5732 Lincoln Ave.		X		
4. By June 30, 2023	Planning Director	Implement the first phase of the Pandemic Recovery Plan's Business Recovery and Support Program		X		
5. By June 15, 2023	Planning Director, working with the Business Park Advisory Committee	Present the Business Park Modernization land-use recommendations to the City Manager.		X		

C I T Y O F C Y P R E S S

SIX-MONTH STRATEGIC OBJECTIVES

March 2023 – September 2023

THREE-YEAR GOAL: **ENHANCE AND MAINTAIN PUBLIC SAFETY**						
WHEN	**WHO**	**WHAT**	**STATUS**			**COMMENTS**
			DONE	ON TARGET	REVISED	
1. At the July 10, 2023 City Council meeting	Police Chief, working with the Police Management Association and Police Officers' Association	Recommend an agreement with a consultant to support the update of the Police department's personnel evaluation system.			X	Request for Qualifications in progress.
2. FUTURE	Police Chief, working with the Finance Director	Recommend the replacement of the Police department's mobile audio video systems and include options for automated license plate reader (ALPR) technology.			X	Supply chain delays.
3. By August 31, 2023	Police Chief	Provide Federal Emergency Management Agency required emergency management and incident command training to city staff.		X		
4. By Sept. 15, 2023	Police Chief, working with the Police Management Association, Police Officers' Association, and the Finance Director	Present a strategy to deploy body worn camera to Police patrol personnel to the City Manager.		X		

C I T Y O F C Y P R E S S

SIX-MONTH STRATEGIC OBJECTIVES

March 2023 – September 2023

THREE-YEAR GOAL: **ENHANCE RECREATION FACILITIES AND PROGRAMS**						
WHEN	**WHO**	**WHAT**	**STATUS**			**COMMENTS**
			DONE	ON TARGET	REVISED	
1. By June 15, 2023	RCS Director	Negotiate agreements with Cypress College and Anaheim Union High School District for relocating pickleball and Cypress Girls Softball during Arnold Cypress Park construction.		X		
2. At the Sept. 11, 2023 City Council meeting	PW Director, working with the RCS Director, Police Chief and Finance Director	Recommend an agreement for installation of security upgrades at Oak Knoll Park.		X		
3. By August 31, 2023	RCS Director, working with the RCS Commission	Present recommendations to update Park Regulations to the City Manager.		X		

CITY OF CYPRESS

SIX-MONTH STRATEGIC OBJECTIVES

March 2023 – September 2023

THREE-YEAR GOAL: **MAINTAIN HIGH QUALITY AND HIGH VALUE SERVICES FOR THE COMMUNITY**						
WHEN	**WHO**	**WHAT**	**STATUS**			**COMMENTS**
			DONE	ON TARGET	REVISED	
1. At the June 12, 2023 City Council meeting	Finance Director	Present the new online Budget Book.		X		
2. At the August 24, 2023 City Council meeting	City Clerk, working with the Finance Director	Recommend an agenda management and video streaming services system.			X	Currently undertaking RFP Process.
3. At the April 24, 2023 City Council meeting	Finance Director	Recommend the replacement of the telephone system with cloud-based technology.	X			
4. Ongoing	City Manager and City Attorney, working with the City Council	Assess and respond to the California Voting Rights Act lawsuit and potentially consider changes to the City's system for electing Council Members.				

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **12.**

FROM: Douglas Dancs, Director of Public Works

DATE: 06/12/2023

SUBJECT: **Approve Plans and Specifications and Award Contracts for Arterial Street Rehabilitation, Project 346**

RECOMMENDATION

1. Approve Plans and Specifications for Arterial Street Rehabilitation, Project 346; and

2. Award a contract to Palp, Inc. DBA Excel Paving Company, for $296,753, and authorize a contingency of $45,000; and

3. Approve a Task Order for Construction Inspection Services to Ardurra Group Inc., for $50,295 and authorize a contingency of $5,000.

DISCUSSION

Many projects within the Capital Improvements Program (CIP) are part of a regular multi-year program to ensure City infrastructure is adequately funded and maintained. The arterial street rehabilitation project is part of the annual CIP to guarantee proper street maintenance. This project will resurface two intersections: Valley View Street at Orange Avenue and Orangewood Avenue at Holder Street. Proper rehabilitation of streets, at timely intervals, is the most effective strategy to keep the pavement in good condition and saves money in the long run by preventing major deterioration that would require more costly treatments to remedy.

On May 18, the City received three bid proposals for the project with Palp, Inc. DBA Excel Paving Company as the low bidder. Ardurra Group, the City's on-call construction manager, will inspect the project. A summary of project award information is attached. The project cost of $397,048 includes construction, inspection and contingencies.

BUDGET IMPACT

Estimated construction and construction management costs are $397,048 and sufficient amounts are budgeted in the Road Maintenance and Rehabilitation Account (RMRA) fund for this project.

LEGAL REVIEW

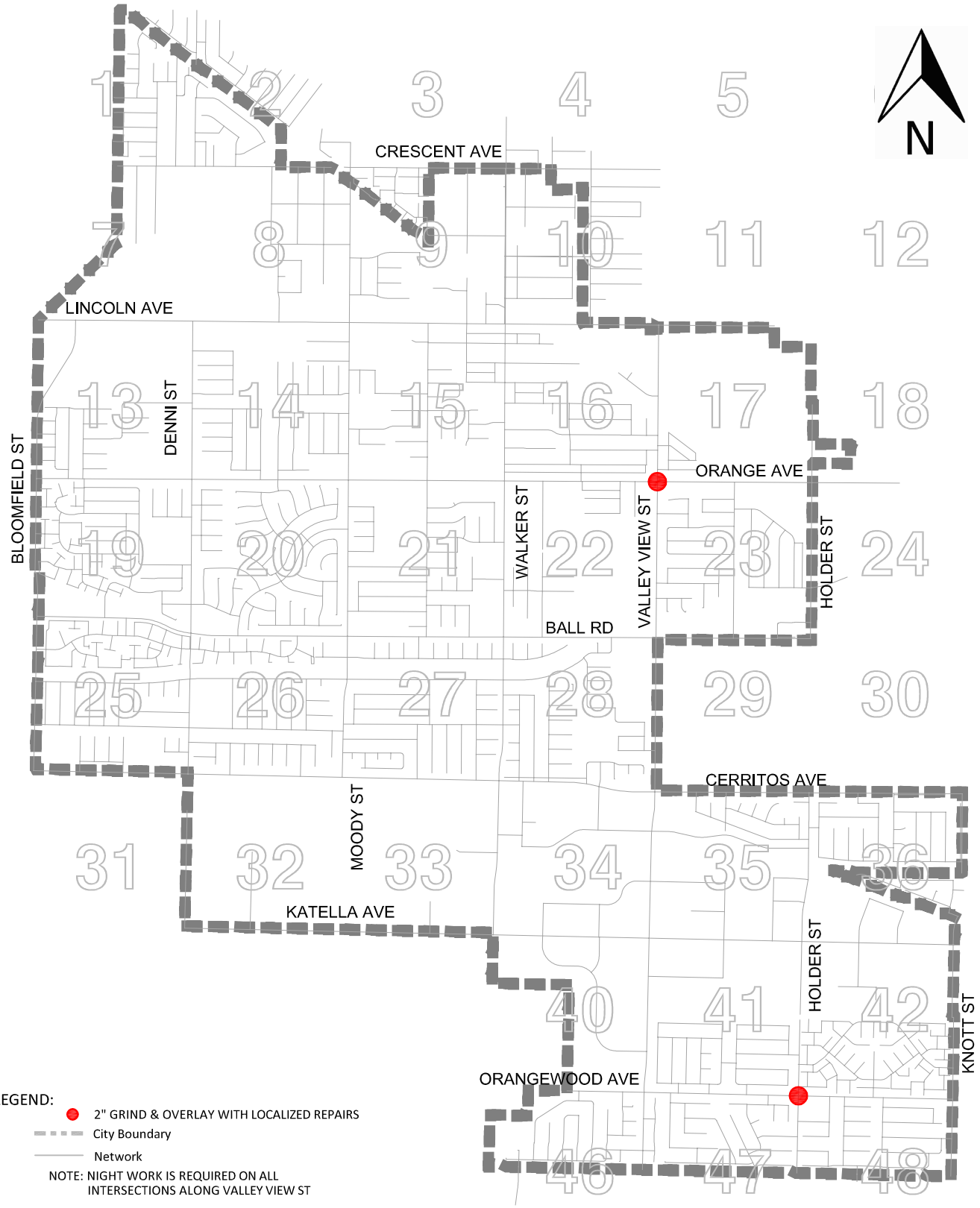
None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Location Map
Project Award Information
Task Order

CIP 346 Arterial Rehabilitation - Intersections



Project Award Information Checklist

Description of Project:
Grind and overlay two arterial intersections at Valley View St & Orange Ave and Orangewood Ave & Holder St

Contract Working Days: 15 working days

Orange County Register Publication Date: May 4, 2023

Notice Inviting Bids Sent to: CIPList.com, The Orange County Register, McGraw-Hill Construction, Dodge Construction Network, AGC Plan Room, Construct Connect, Construction Market Data

Bid Opening Date: May 18, 2023

No. of Bid Packets Purchased: 16

	Bidders	Base Bid	Alternate B	Contract Subtotal
1.	Palp, Inc. DBA Excel Paving, Long Beach, CA	$197,434	$99,319	$296,753
2.	All American Asphalt, Corona, CA	$199,970	$119,745	
3.	Onyx Paving Company, Inc., Anaheim, CA	$232,000	$142,000	

Apparent Low Bidder: Palp, Inc. DBA Excel Paving, Long Beach, CA – $197,434

Qualified to Perform Work: Yes. Staff confirmed bid was responsive.

Contractor's License:		**Registration with DIR:**	
Valid at Time of Award:	Yes	**Contractor:**	Yes
Valid at Time of Bid:	Yes	**Sub-Contractor:**	Yes

Experience:
The apparent low bidder has performed this type of work for multiple government agencies in Southern California.

Construction Management/Inspection Firm: Ardurra Group, Inc.

On-Call Contract Date: June 27, 2022

Amount of Task Order: $ 55,295

PROPOSAL BID SHEET
PROJECT 346
ARTERIAL REHABILITATION – INTERSECTIONS

Date: Thursday, May 18, 2023, at 3:00 P.M

Company Name: PALP, INC DBA EXCEL PAVING
Address: 2230 LEMON AVE LONG BEACH, CA 90806
Telephone: 562) 599-5841
Email: estimating@excelpaving.net
Contractor's License No. and Class: STATE LIC# 688659 A, C12, C31
Contractor's DIR Public Works Registration No: DIR# 1000003331

Honorable Councilmembers:

The undersigned principal, after having carefully examined the plans, Specifications and General Provisions for the City of Cypress Project 346, hereby proposes and agrees to furnish all labor, materials, equipment, plant, transportation, services, sales taxes and other costs necessary to complete the entire project in strict conformity with the specifications, general and special provisions, and all addenda therefore as prepared by the Engineering Division of the Department of Public Works Department of the City of Cypress and to complete all work within the contract time specified in this PROPOSAL, for the following bid:

BASE BID – VALLEY VIEW AND ORANGE INTERSECTION

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
1.	1	LS	Mobilization (Section 9-3.4) eight thousand nine hundred & xx/100 (Not to exceed 5% of total bid amount excepting Item 1) PER LS	$ 8900.-	$ 8900.-
2.	1	LS	Traffic Control (Section 7-10) (Includes Traffic Control Plan) Fifty nine thousand & xx/100 PER LS	$ 59000.-	$ 59000.-
3.	4	EA	Changeable Message Signs (Section 7-10) One thousand four hundred & xx/100 PER EA	$ 1400.-	$ 5600.-
4.	13,400	SF	Full-Width Cold Milling (2") (Section 302-1) One dollar & fifty six cents PER SF	$ 1.56	$ 20904.-
5.	171	TON	ARHM Overlay (ARHM-GG-C) (2") (Section 203-11 and 302-9) Three hundred fourty & xx/100 PER TON	$ 340.-	$ 58140.-

6.	12	TON	AC Leveling Course (Section 302) Two hundred fifty $ xx/100 PER TON	$ 250.-	$ 3000.-
7.	12	TON	Remove and Replace 4" AC (Section 302) Five hundred thirty $ xx/100 PER TON	$ 530.-	$ 6360.-
8.	3	EA	Adjust Manhole to Grade (Section 302-5.8) One thousand eight hundred $ xx/100 PER EA	$ 1800.-	$ 5400.-
9.	1	EA	Adjust OCSD Manhole to Grade (Section 302-5.8) Two thousand six hundred $ xx/100 PER EA	$ 2600.-	$ 2600.-
10.	17	EA	Traffic Loops (Type E) (Section 307-4) four hundred $ xx/100 PER EA	$ 400.-	$ 6800.-
11.	11	EA	Traffic Loops (Type E MOD) (Section 307-4) – Bicycle four hundred thirty $ xx/100 PER EA	$ 430.-	$ 4730.-
12.	1	LS	Thermoplastic Striping, Markers, and Curb Paint (Section 310) Sixteen thousand $ xx/100 PER LS	$ 16000.-	$ 16000.-

TOTAL AMOUNT OF BASE BID: $ 197434.-

TOTAL AMOUNT OF BID IN WORDS: One hundred ninty seven thousand four hundred thirty four $ xx/100 Dollars

(Please Print Total Amount of Bid in WORDS)

ADDITIVE – ALTERNATE A – VALLEY VIEW AND BALL INTERSECTION

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
A2.	1	LS	Traffic Control (Section 7-10) (Includes Traffic Control Plan) Twelve thousand $ xx/100 PER LS	$ 12000.-	$ 12000.-
A3.	4	EA	Changeable Message Signs (Section 7-10) one thousand four hundred $ xx/100 PER EA	$ 1400.- ~~12000.-~~ CP BID	$ 5600.- ~~12000.-~~ CP BID

A4.	17,400	SF	Full-Width Cold Milling (2") (Section 302-1) One dollar & thirty cents PER SF	$ 1.30	$ 22620.—
A5.	222	TON	ARHM Overlay (ARHM-GG-C) (2") (Section 203-11 and 302-9) Three hundred fourty dollars & xx/100 PER TON	$ 340.—	$ 75480.—
A6.	16	TON	AC Leveling Course (Section 302) two hundred fifty dollars & xx/100 PER TON	$ 250.—	$ 4000.—
A7.	16	TON	Remove and Replace 4" AC (Section 302) Five hundred thirty & xx/100 PER TON	$ 530.—	$ 8480.—
A8.	5	EA	Adjust Manhole to Grade (Section 302-5.8) Two thousand & xx/100 PER EA	$ 2000.—	$ 10000.—
A9.	1	EA	Adjust OCSD Manhole to Grade (Section 302-5.8) Two thousand one hundred & xx/100 PER EA	$ 2100.—	$ 2100.—
A10.	36	EA	Traffic Loops (Type E) (Section 307-4) Five hundred & xx/100 PER EA	$ 500.—	$ 18000.—
A11.	20	EA	Traffic Loops (Type E MOD) (Section 307-4) – Bicycle Five hundred thirty & xx/100 PER EA	$ 530.—	$ 10600.—
A12.	1	LS	Thermoplastic Striping, Markers, and Curb Paint (Section 310) Sixteen thousand & xx/100 PER LS	$ 16000.—	$ 16000.—

TOTAL AMOUNT OF ADDITIVE – ALTERNATE A: $ 18 4880.—

TOTAL AMOUNT OF ADDITIVE – ALTERNATE A IN WORDS: One hundred eighty four thousand, eight hundred eighty & xx/100 Dollars

(Please Print Total Amount of Bid in WORDS)

ADDITIVE – ALTERNATE B – HOLDER AND ORANGEWOOD INTERSECTION

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
B2.	1	LS	Traffic Control (Section 7-10) (Includes Traffic Control Plan) Twelve thousand & xx/100 PER LS	$ 12000.-	$ 12000.-
B3.	4	EA	Changeable Message Signs (Section 7-10) One thousand four hundred & xx/100 PER EA	$ 1400.-	$ 5600.-
B4.	5,800	SF	Full-Width Cold Milling (2") (Section 302-1) Three & xx/100 PER SF	$ 3.-	$ 17400.-
B5.	74	TON	ARHM Overlay (ARHM-GG-C) (2") (Section 203-11 and 302-9) four hundred fifty & xx/100 PER TON	$ 450.-	$ 33300.-
B6.	9	TON	AC Leveling Course (Section 302) Three hundred ninty six & xx/100 PER TON	$ 396.-	$ 3564.-
B7.	9	TON	Remove and Replace 4" AC (Section 302) Seven hundred ninty five & xx/100 PER TON	$ 795.-	$ 7155.-
B8.	3	EA	Adjust Manhole to Grade (Section 302-5.8) Two thousand one hundred & xx/100 PER EA	$ 2100.-	$ 6300.-
B9.	1	LS	Thermoplastic Striping, Markers, and Curb Paint (Section 310) Fourteen thousand & xx/100 PER LS	$ 14000.-	$ 14000.-

TOTAL AMOUNT OF ADDITIVE – ALTERNATE B: $ 99319.-

TOTAL AMOUNT OF ADDITIVE – ALTERNATE B IN WORDS: Ninty nine thousand, three hundred ninteen & xx/100 Dollars

(Please Print Total Amount of Bid in WORDS)

Total BASE BID PRICE:	**$ 197434.—**

Total BASE BID PRICE:	$ 197434.—
Total ADDITIVE-ALTERNATE A BID PRICE :	$ 184880.—
Total BASE BID + Total ADDITIVE ALTERNATE BID PRICE A:	**$ 382314.—**

Total BASE BID PRICE:	$ ~~197434.—~~ CROSSED
Total ADDITIVE-ALTERNATE B BID PRICE :	$ 99319.—
Total BASE BID + Total ADDITIVE ALTERNATE B BID PRICE:	**$ 296753**

197434.—

Total BASE BID PRICE:	$ 197434
Total ADDITIVE-ALTERNATE A BID PRICE :	$ 184880.—
Total ADDITIVE-ALTERNATE B BID PRICE :	$ 99319.—
Total BASE BID + Total ADDITIVE ALTERNATE A & B BID PRICE:	**$ 481633.—**

The Total Amount of Base Bid and Additive Bids stated above shall include all work and cost for work as specified on the project plans and delineated in the project specifications and all other incidental and appurtenant work that is necessary to complete the specific items of work including Bidder's overhead and mark-up, purchase of materials, taxes, transportation, permit fees, and all other costs made necessary by the Contract Documents to provide the City of Cypress with a complete operational facility meeting the approval of the City of Cypress and other agencies having jurisdiction over the project.

NIGHT WORK: Any work on Valley View Street shall be performed at night during the hours of 8:00 PM to 5:00 AM

CONTRACT TIME: It is understood and agreed that the time limit for the completion of the above work shall be within **FIFTEEN (15)** working days of the commencement date given on the Notice to Proceed, and that required overtime and other costs are a part of the bid as noted above.

BID ADDENDA: Bidders who purchase plans and specifications at the City shall be placed on a bidders list, and shall receive any issued Bid Addenda. Bidders, who obtain plans and specifications from plan rooms or other sources, are responsible to contact the Public Works Department at 714-229-6740, in order to be placed on the Bidders List and receive any issued Addenda. Bidders shall submit a signed copy of all issued Bid Addenda with their bid. Failure to do so, may subject their bid to rejection.

PROPOSAL BID SHEET
PROJECT 346
ARTERIAL REHABILITATION – INTERSECTIONS

Date: Thursday, May 18, 2023, at 3:00 P.M

Company Name: All American Asphalt

Address: 400 East Sixth St Corona, CA 92879

Telephone: 951-736-7600

Email: publicworks@allamericanasphalt.com

Contractor's License No. and Class: 267073 A, C-12

Contractor's DIR Public Works Registration No: 1000001051

Honorable Councilmembers:

The undersigned principal, after having carefully examined the plans, Specifications and General Provisions for the City of Cypress Project 346, hereby proposes and agrees to furnish all labor, materials, equipment, plant, transportation, services, sales taxes and other costs necessary to complete the entire project in strict conformity with the specifications, general and special provisions, and all addenda therefore as prepared by the Engineering Division of the Department of Public Works Department of the City of Cypress and to complete all work within the contract time specified in this PROPOSAL, for the following bid:

BASE BID – VALLEY VIEW AND ORANGE INTERSECTION

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
1.	1	LS	Mobilization (Section 9-3.4) TWENTY THOUSAND DOLLARS (Not to exceed 5% of total bid amount excepting Item 1) PER LS	$20,000	$20,000
2.	1	LS	Traffic Control (Section 7-10) (Includes Traffic Control Plan) FIFTY THOUSAND DOLLARS PER LS	$50,000	$50,000
3.	4	EA	Changeable Message Signs (Section 7-10) TWO THOUSAND ONE HUNDRED FIFTY DOLLARS PER EA	$2,150	$8,600
4.	13,400	SF	Full-Width Cold Milling (2") (Section 302-1) TWO DOLLARS PER SF	$2.00	$26,800
5.	171	TON	ARHM Overlay (ARHM-GG-C) (2") (Section 203-11 and 302-9) TWO HUNDRED THIRTY THREE DOLLARS PER TON	$233.00	$39,843

6.	12	TON	AC Leveling Course (Section 302) TWO HUNDRED NINETEEN DOLLARS PER TON	$219.00	$2,628
7.	12	TON	Remove and Replace 4" AC (Section 302) NINE HUNDRED FIFTY TWO DOLLARS PER TON	$952.00	$11,424
8.	3	EA	Adjust Manhole to Grade (Section 302-5.8) ONE THOUSAND NINE HUNDRED FIFTY DOLLARS PER EA	$1,950	$5,850
9.	1	EA	Adjust OCSD Manhole to Grade (Section 302-5.8) NINE THOUSAND SIX HUNDRED DOLLARS PER EA	$9,600	$9,600
10.	17	EA	Traffic Loops (Type E) (Section 307-4) FOUR HUNDRED FORTY FIVE DOLLARS PER EA	$445.00	$7,565
11.	11	EA	Traffic Loops (Type E MOD) (Section 307-4) – Bicycle FIVE HUNDRED SIXTY DOLLARS PER EA	$560.00	$6,160
12.	1	LS	Thermoplastic Striping, Markers, and Curb Paint (Section 310) ELEVEN THOUSAND FIVE HUNDRED DOLLARS PER LS	$11,500	$11,500

TOTAL AMOUNT OF BASE BID: $ 199,970

TOTAL AMOUNT OF BID IN WORDS: ONE HUNDRED NINETY NINE THOUSAND NINE HUNDRED SEVENTY DOLLARS Dollars

(Please Print Total Amount of Bid in WORDS)

ADDITIVE – ALTERNATE A – VALLEY VIEW AND BALL INTERSECTION

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
A2.	1	LS	Traffic Control (Section 7-10) (Includes Traffic Control Plan) TWENTY SIX THOUSAND DOLLARS PER LS	$26,000	$26,000
A3.	4	EA	Changeable Message Signs (Section 7-10) TWO THOUSAND ONE HUNDRED FIFTY DOLLARS PER EA	$2,150	$8,600

A4.	17,400	SF	Full-Width Cold Milling (2") (Section 302-1) ONE DOLLAR AND SETENTY TWO CENTS PER SF	$ ~~1.72~~ 1.72	$29,928
A5.	222	TON	ARHM Overlay (ARHM-GG-C) (2") (Section 203-11 and 302-9) TWO HUNDRED FIVE DOLLARS PER TON	$ 205.00	$45,510
A6.	16	TON	AC Leveling Course (Section 302) ONE HUNDRED NINETY ONE DOLLARS PER TON	$ 191.00	$3,056
A7.	16	TON	Remove and Replace 4" AC (Section 302) SEVEN HUNDRED FORTY DOLLARS PER TON	$ 740.00	$11,840
A8.	5	EA	Adjust Manhole to Grade (Section 302-5.8) ONE THOUSAND THREE HUNDRED DOLLARS PER EA	$ 1,300	$6,500
A9.	1	EA	Adjust OCSD Manhole to Grade (Section 302-5.8) NINE THOUSAND SIX HUNDRED DOLLARS PER EA	$ 9,600	$9,600
A10.	36	EA	Traffic Loops (Type E) (Section 307-4) FOUR HUNDRED FORTY FIVE DOLLARS PER EA	$ 445.00	$16,020
A11.	20	EA	Traffic Loops (Type E MOD) (Section 307-4) – Bicycle FIVE HUNDRED SIXTY DOLLARS PER EA	$ 560.00	$11,200
A12.	1	LS	Thermoplastic Striping, Markers, and Curb Paint (Section 310) ELEVEN THOUSAND TWO HUNDRED DOLLARS PER LS	$11,200	$11,200

TOTAL AMOUNT OF ADDITIVE – ALTERNATE A: $ ~~179,450~~ 179,454

TOTAL AMOUNT OF ADDITIVE – ALTERNATE A IN WORDS: ONE HUNDRED SEVENTY NINE THOUSAND FOUR HUNDRED FIFTY FOUR Dollars

(Please Print Total Amount of Bid in WORDS)

ADDITIVE – ALTERNATE B – HOLDER AND ORANGEWOOD INTERSECTION

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
B2.	1	LS	Traffic Control (Section 7-10) (Includes Traffic Control Plan) TWENTY SIX THOUSAND DOLLARS PER LS	$26,000	$26,000
B3.	4	EA	Changeable Message Signs (Section 7-10) TWO THOUSAND ONE HUNDRED FIFTY DOLLARS PER EA	$2,150	$8,600
B4.	5,800	SF	Full-Width Cold Milling (2") (Section 302-1) FOUR DOLLARS TWENTY FIVE CENTS PER SF	$4.25	$24,650
B5.	74	TON	ARHM Overlay (ARHM-GG-C) (2") (Section 203-11 and 302-9) THREE HUNDRED FIFTY DOLLARS PER TON	$350.00	$25,900
B6.	9	TON	AC Leveling Course (Section 302) FOUR HUNDRED FIFTY DOLLARS PER TON	$450.00	$4,050
B7.	9	TON	Remove and Replace 4" AC (Section 302) ONE THOUSAND FOUR HUNDRED THIRTY DOLLARS PER TON	$1,430	$12,870
B8.	3	EA	Adjust Manhole to Grade (Section 302-5.8) TWO THOUSAND SIX HUNDRED TWENTY FIVE DOLLARS PER EA	$2,625	$7,875
B9.	1	LS	Thermoplastic Striping, Markers, and Curb Paint (Section 310) NINE THOUSAND EIGHT HUNDRED DOLLARS PER LS	$9,800	$9,800

TOTAL AMOUNT OF ADDITIVE – ALTERNATE B: $ 119,745

TOTAL AMOUNT OF ADDITIVE – ALTERNATE B IN WORDS: ONE HUNDRED NINETEEN THOUSAND SEVEN HUNDRED FORTY FIVE Dollars

(Please Print Total Amount of Bid in WORDS)

Total BASE BID PRICE:	**$** 199,970

Total BASE BID PRICE:	$ 199,970
Total ADDITIVE-ALTERNATE A BID PRICE :	$ 179,454
Total BASE BID + Total ADDITIVE ALTERNATE BID PRICE A:	**$** ~~179,454~~ 379,424

Total BASE BID PRICE:	$ ~~379,424~~ 199,970
Total ADDITIVE-ALTERNATE B BID PRICE :	$ 119,745
Total BASE BID + Total ADDITIVE ALTERNATE B BID PRICE:	**$** 319,715

Total BASE BID PRICE:	$ 199,970
Total ADDITIVE-ALTERNATE A BID PRICE :	$ 179,454
Total ADDITIVE-ALTERNATE B BID PRICE :	$ 119,745
Total BASE BID + Total ADDITIVE ALTERNATE A & B BID PRICE:	**$** 499,169

The Total Amount of Base Bid and Additive Bids stated above shall include all work and cost for work as specified on the project plans and delineated in the project specifications and all other incidental and appurtenant work that is necessary to complete the specific items of work including Bidder's overhead and mark-up, purchase of materials, taxes, transportation, permit fees, and all other costs made necessary by the Contract Documents to provide the City of Cypress with a complete operational facility meeting the approval of the City of Cypress and other agencies having jurisdiction over the project.

NIGHT WORK: Any work on Valley View Street shall be performed at night during the hours of 8:00 PM to 5:00 AM

CONTRACT TIME: It is understood and agreed that the time limit for the completion of the above work shall be within **FIFTEEN (15)** working days of the commencement date given on the Notice to Proceed, and that required overtime and other costs are a part of the bid as noted above.

BID ADDENDA: Bidders who purchase plans and specifications at the City shall be placed on a bidders list, and shall receive any issued Bid Addenda. Bidders, who obtain plans and specifications from plan rooms or other sources, are responsible to contact the Public Works Department at 714-229-6740, in order to be placed on the Bidders List and receive any issued Addenda. Bidders shall submit a signed copy of all issued Bid Addenda with their bid. Failure to do so, may subject their bid to rejection.

PROPOSAL BID SHEET
PROJECT 346
ARTERIAL REHABILITATION – INTERSECTIONS

Date: Thursday, May 18, 2023, at 3:00 P.M

Company Name: ONYX PAVING COMPANY, INC.

Address: 2890 E. LA CRESTA AVE. ANAHEIM, CA 92806

Telephone: 714-632-6699

Email: BIDS@ONYXPAVING.NET

Contractor's License No. and Class: 630360; A, C-12

Contractor's DIR Public Works Registration No: 1000004798

Honorable Councilmembers:

The undersigned principal, after having carefully examined the plans, Specifications and General Provisions for the City of Cypress Project 346, hereby proposes and agrees to furnish all labor, materials, equipment, plant, transportation, services, sales taxes and other costs necessary to complete the entire project in strict conformity with the specifications, general and special provisions, and all addenda therefore as prepared by the Engineering Division of the Department of Public Works Department of the City of Cypress and to complete all work within the contract time specified in this PROPOSAL, for the following bid:

BASE BID – VALLEY VIEW AND ORANGE INTERSECTION

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
1.	1	LS	Mobilization (Section 9-3.4) Seven thousand dollars even (Not to exceed 5% of total bid amount excepting Item 1) PER LS	$ 7,000	$ 7,000
2.	1	LS	Traffic Control (Section 7-10) (Includes Traffic Control Plan) Sixty nine thousand Seven hundred ninety dollars even PER LS	$ 69,790	$ 69,790
3.	4	EA	Changeable Message Signs (Section 7-10) one thousand dollars even PER EA	$ 1,000	$ 4,000
4.	13,400	SF	Full-Width Cold Milling (2") (Section 302-1) two dollars and fifty cents PER SF	$ 2.50	$ 33,500
5.	171	TON	ARHM Overlay (ARHM-GG-C) (2") (Section 203-11 and 302-9) three hundred and eighty five dollars even PER TON	$ 385	$ 65,835

6.	12	TON	AC Leveling Course (Section 302) Seven hundred dollars even PER TON	$ ~~7000~~ (EK) 700	$ 8,400
7.	12	TON	Remove and Replace 4" AC (Section 302) nine hundred dollars even PER TON	$ 900	$ 10,800
8.	3	EA	Adjust Manhole to Grade (Section 302-5.8) one thousand eight hundred dollars even PER EA	$ 1,800	$ 5,400
9.	1	EA	Adjust OCSD Manhole to Grade (Section 302-5.8) two thousand dollars even PER EA	$ 2,000	$ 2,000
10.	17	EA	Traffic Loops (Type E) (Section 307-4) five hundred dollars even PER EA	$ 500	$ 8,500
11.	11	EA	Traffic Loops (Type E MOD) (Section 307-4) – Bicycle five hundred twenty five dollars even PER EA	$ 525	$ 5,775
12.	1	LS	Thermoplastic Striping, Markers, and Curb Paint (Section 310) eleven thousand dollars even PER LS	$ 11,000	$ 11,000

TOTAL AMOUNT OF BASE BID: $ 232,000

TOTAL AMOUNT OF BID IN WORDS: two hundred thirty two thousand dollars even Dollars

(Please Print Total Amount of Bid in WORDS)

ADDITIVE – ALTERNATE A – VALLEY VIEW AND BALL INTERSECTION

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
A2.	1	LS	Traffic Control (Section 7-10) (Includes Traffic Control Plan) Seventy three thousand two hundred eighty dollars even PER LS	$ 73,280	$ 73,280
A3.	4	EA	Changeable Message Signs (Section 7-10) one thousand dollars even PER EA	$ 1,000	$ 4,000

A4.	17,400	SF	Full-Width Cold Milling (2") (Section 302-1) two dollars and twenty five cents PER SF	$ 2.25	$39,150
A5.	222	TON	ARHM Overlay (ARHM-GG-C) (2") (Section 203-11 and 302-9) three hundred eighty five dollars even PER TON	$ 385	$85,470
A6.	16	TON	AC Leveling Course (Section 302) Seven hundred dollars even PER TON	$ 700	$11,200
A7.	16	TON	Remove and Replace 4" AC (Section 302) nine hundred dollars even PER TON	$ 900	$14,400
A8.	5	EA	Adjust Manhole to Grade (Section 302-5.8) one thousand eight hundred dollars even PER EA	$1,800	$ 9,000
A9.	1	EA	Adjust OCSD Manhole to Grade (Section 302-5.8) two thousand dollars even PER EA	$ 2,000	$ 2,000
A10.	36	EA	Traffic Loops (Type E) (Section 307-4) five hundred dollars even PER EA	$500	$ 18,000
A11.	20	EA	Traffic Loops (Type E MOD) (Section 307-4) – Bicycle five hundred twenty five dollars even PER EA	$ 525	$10,500
A12.	1	LS	Thermoplastic Striping, Markers, and Curb Paint (Section 310) thirteen thousand dollars even PER LS	$ 13,000	$13,000

TOTAL AMOUNT OF ADDITIVE – ALTERNATE A: $ 280,000

TOTAL AMOUNT OF ADDITIVE – ALTERNATE A IN WORDS: two hundred and eighty thousand dollars even Dollars

(Please Print Total Amount of Bid in WORDS)

ADDITIVE – ALTERNATE B – HOLDER AND ORANGEWOOD INTERSECTION

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
B2.	1	LS	Traffic Control (Section 7-10) (Includes Traffic Control Plan) Sixty thousand two hundred dollars even PER LS	$60,200	$60,200
B3.	4	EA	Changeable Message Signs (Section 7-10) one thousand dollars even PER EA	$1,000	$4,000
B4.	5,800	SF	Full-Width Cold Milling (2") (Section 302-1) three dollars even PER SF	$ 3	$ 17,400
B5.	74	TON	ARHM Overlay (ARHM-GG-C) (2") (Section 203-11 and 302-9) four hundred dollars even PER TON	$ 400	$ 29,600
B6.	9	TON	AC Leveling Course (Section 302) ~~seven~~ ~~two~~ (etc) hundred dollars even PER TON	$ 700	$ 6,300
B7.	9	TON	Remove and Replace 4" AC (Section 302) nine hundred dollars even PER TON	$ 900	$ 8,100
B8.	3	EA	Adjust Manhole to Grade (Section 302-5.8) one thousand eight hundred dollars even PER EA	$ 1,800	$5,400
B9.	1	LS	Thermoplastic Striping, Markers, and Curb Paint (Section 310) eleven thousand dollars even PER LS	$ 11,000	$ 11,000

TOTAL AMOUNT OF ADDITIVE – ALTERNATE B: $ 142,000

TOTAL AMOUNT OF ADDITIVE – ALTERNATE B IN WORDS: one hundred forty two thousand dollars even Dollars

(Please Print Total Amount of Bid in WORDS)

Total BASE BID PRICE:	**$** 232,000

Total BASE BID PRICE:	$ 232,000
Total ADDITIVE-ALTERNATE A BID PRICE :	$ 280,000
Total BASE BID + Total ADDITIVE ALTERNATE BID PRICE A:	**$** 512,000

Total BASE BID PRICE:	$ 232,000
Total ADDITIVE-ALTERNATE B BID PRICE :	$ 142,000
Total BASE BID + Total ADDITIVE ALTERNATE B BID PRICE:	**$** 374,000

Total BASE BID PRICE:	$ 232,000
Total ADDITIVE-ALTERNATE A BID PRICE :	$ 280,000
Total ADDITIVE-ALTERNATE B BID PRICE :	$ 142,000
Total BASE BID + Total ADDITIVE ALTERNATE A & B BID PRICE:	**$** 654,000

The Total Amount of Base Bid and Additive Bids stated above shall include all work and cost for work as specified on the project plans and delineated in the project specifications and all other incidental and appurtenant work that is necessary to complete the specific items of work including Bidder's overhead and mark-up, purchase of materials, taxes, transportation, permit fees, and all other costs made necessary by the Contract Documents to provide the City of Cypress with a complete operational facility meeting the approval of the City of Cypress and other agencies having jurisdiction over the project.

NIGHT WORK: Any work on Valley View Street shall be performed at night during the hours of 8:00 PM to 5:00 AM

CONTRACT TIME: It is understood and agreed that the time limit for the completion of the above work shall be within **FIFTEEN (15)** working days of the commencement date given on the Notice to Proceed, and that required overtime and other costs are a part of the bid as noted above.

BID ADDENDA: Bidders who purchase plans and specifications at the City shall be placed on a bidders list, and shall receive any issued Bid Addenda. Bidders, who obtain plans and specifications from plan rooms or other sources, are responsible to contact the Public Works Department at 714-229-6740, in order to be placed on the Bidders List and receive any issued Addenda. Bidders shall submit a signed copy of all issued Bid Addenda with their bid. Failure to do so, may subject their bid to rejection.

May 18, 2023

Nick Mangkalakiri, PE
City Engineer
Engineering Division, City of Cypress
5275 Orange Avenue
Cypress, CA 90630

Subject: Proposal for Construction Inspection & Material Testing Services for Arterial Rehabilitations – Intersections, Project 346

Dear Mr. Mangkalakiri,

Ardurra Group, Inc. is pleased to present this proposal to the City of Cypress to provide professional construction inspection services for Arterial Rehabilitations – Intersections, Project 346 in accordance with Attachment "A" – Scope of Services and Attachment "B" – Schedule of Compensation. All work will be completed pursuant to the City of Cypress On-Call Construction Management and Inspection Services Contract dated June 27, 2022.

Respectfully submitted,

Ardurra Group, Inc.

Omar Alameddine
Project and Construction Management Group Leader

Attachment "A"
Scope of Services

Scope of Services

The scope of services includes full-time inspection services, project controls to assist our inspector in the field, and material testing. Below is a list of services included in this proposal:

- Represent the City's interests with the overall construction inspection of this project.
- Monitor the contractor's compliance with the project contract, specifications, and National Pollutant
- Discharge Elimination System (NPDES).
- Assist City staff with public relations, including distributing construction notices and responding to inquiries of residents and the general public.
- Attend the preconstruction meeting and subsequent weekly field meetings, as needed.
- Assist in the coordination and review of contractor's submittals, including proposed construction schedules and other submittals required by the project plans and specifications.
- Assist the City's construction manager to monitor and document that the contractor adheres to the approved construction schedule.
- Be present on the job site when construction is in progress and when inspection is required. Full-time inspection work is proposed as requested by the City. Ardurra will not be responsible for observing construction activities that are implemented when its inspector is not scheduled/present on site.
- Provide assistance and direction to technicians performing materials tests, as needed.
- Measure and verify the project pay item quantities, in-place. All pay item quantities must be confirmed with the contractor prior to submission of invoice for payment.
- Review the contractor's invoices.
- Assist in the review and processing of requests for information (RFIs), change orders, and approved time and materials work.
- Prepare daily inspection reports (Daily Activity Report, Weekly Statement of Working Days, etc.), as required for this project.
- Review traffic control and coordinate any adjustments, as needed.
- Identify items requiring corrective action by either the contractor or City. Monitor and document completion of corrective actions.
- Develop punch list items and monitor corrections made.

Attachment "B"
Schedule of Compensation

City of Cypress
Construction Inspection & Material Testing for Arterial Rehabilitation - Intersections Project 346
15 Working Day Construction Duration

Role / Name	Total Hours	Hourly Rate	Extended Fee
PE Licensed Inspector (Night-time) - Arash Rostamian P.E.	136.00	$ 170.00	$ 23,120.00
Public Works Inspector - As needed	-	$ 152.00	-
Project Controls Engineer - As needed	15.00	$ 145.00	$ 2,175.00
Submittal Review Allowance - As needed			$ 5,000.00
Daytime / Weekend Inspection Allowance - As needed	-		$ 10,000.00
Material Testing Allowance - As needed	-	-	$ 10,000.00
Total Estimated Fee			**$ 50,295.00**

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **13.**

FROM: Douglas Dancs, Director of Public Works

DATE: 06/12/2023

SUBJECT: Approve Plans and Specifications and Award a Contract for Police Department Access Gate Replacements, Project 322

RECOMMENDATION

1. Approve Plan and Specifications for Police Department Access Gate Replacements, Project 322; and

2. Award a contract to R&S Overhead Doors of So Cal, Inc. for $63,694, and authorize a contingency of $9,550.

DISCUSSION

The FY 2022-23 Seven-Year Capital Improvement Program (CIP) includes the replacement of the motorized vehicle gates for the Police Department's secure parking area. The gates are over 15 years old and in need of replacement. This project will replace the vehicle gates on the lower and upper decks, replace motor operators, and provide access controls.

Public Works advertised the project and issued a total of 15 bid packages. On May 23, Public Works received one bid proposal for the project from R&S Overhead Doors of So Cal, Inc. A summary of project award information is attached. Public Works will coordinate with the Police Department to minimize any impacts during construction.

BUDGET IMPACT

The FY 2022-23 budget includes sufficient appropriations in the Capital Projects Fund for the recommended gate replacement project.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Award Information and Bid Proposal

Project Award Information Checklist

Description of Project:
This project will replace the vehicle gates on the lower and upper decks of Police Department's parking area, replace motor operators, and provide access controls.

Contract Working Days: 30 working days

Publication Days: May 9, 2023 to May 23, 2023

Bid Documents Sent to: CIPList.com, McGraw-Hill Construction, F.W. Dodge, Association General Contractors of America, sent via email to seven (7) contractors.

Bid Due Date: May 23, 2023

No. of Bid Packets Issued: 15

	Bidders	Amount
1.	R & S Overhead Doors of So Cal, Inc., Anaheim, CA.	$64,492.00

Apparent Low Bidder: R & S Overhead Doors of So Cal, Inc., Anaheim, CA- $63,694.00

Qualified to Perform Work: Yes. Staff confirmed bid was responsive.

Contractor's License:

Valid at Time of Award: Yes

Valid at Time of Bid: Yes

Registration with DIR:

Contractor: Yes

Sub Contractor: N/A

Experience:
The apparent low bidder has performed this type of work for over 60 years in Southern California.

Construction Management/Inspection Firm: City Staff

PROPOSAL BID SHEET
CITY OF CYPRESS PROJECT 322
SCHEDULE OF WORK ITEMS
POLICE DEPARTMENT VEHICLE ACCESS GATE REPLACEMENTS

Contractor: R&S Overhead Doors of So Cal, Inc.
Address: 1617 N. Orangethorpe Way, Anaheim, CA 92801
Contact: Moises Sandoval Contractor's License No.: 756821
Phone: 714.237.1990 DIR Number: 1000017374

BID DUE DATE: Tuesday, May 23, 2023 at 4 P.M.

The undersigned principal, after having carefully examined the plans, Specifications and General Provisions for the City of Cypress Public Works Project 322, hereby proposes and agrees to furnish all labor, materials, equipment, transportation, services, sales taxes and other costs necessary to complete the entire project in strict conformity with the specifications, general and special provisions, and all addenda therefore as prepared by the Engineering Division of the Department of Public Works of the City of Cypress and to complete all work within the contract time specified in this PROPOSAL, for the following bid:

BASE BID

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
1.	2	LS	Remove existing gate, equipment and misc. hardware PER LS	$1799.00	$3,598.00
2.	2	LS	Furnish and install foundation, tracks, operator, etc. PER LS	$10,576.50	$21,153.00
3.	1	EA	Furnish and install 16' x 6'7" automated single drive gate PER EA	$14,699.00	$14,699.00
4.	1	EA	Furnish and install 24'6" x 6' automated single drive gate PER EA	$17,085.00	$17,085.00
5.	2	LS	Furnish and install access controls for vehicle gate PER LS	$2,729.50	$5,459.00
6.	1	LS	One Year Service Contract PER LS	$425.00	$1,700.00

TOTAL AMOUNT OF BASE BID: $ 63,694.00

TOTAL AMOUNT OF BID IN WORDS: Sixty three thousand six hundred ninety four Dollars
(Please Print Total Amount of Bid in WORDS)

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **14.**

FROM: Douglas Dancs, Director of Public Works

DATE: 06/12/2023

SUBJECT: **Award Contracts for Senior Center Interior Improvements, Project 290**

RECOMMENDATION

1. Award a contract to Genesis Builders, Inc. DBA K2 Painting, for $898,000, and authorize a contingency of $135,000; and

2. Approve a Task Order for Construction Inspection Services to Ardurra Group Inc., for $110,090, and authorize a contingency of $22,000; and

3. Approve a $720,290 appropriation increase in the Recreation and Park District General Fund for the Senior Center Interior Improvements, Project 290.

DISCUSSION

The FY 2022-23 Capital Improvement Program includes a $500,000 project to improve the interior of the Senior Center, which was built in 1993. Many elements of the Senior Center facility are outdated and at the end of their useful life. In May, the City Council rejected all bids for the initial project scope, and directed Public Works to revise the project scope and solicit new bids.

Recreation and Community Services in collaboration with Public Works, developed the project scope which includes new paint, flooring, lighting and ceilings, a reconfigured reception desk, refinished wood cabinets and doors, and other miscellaneous improvements to the kitchen, lobby, and multi-purpose room. The revised project scope includes all necessary improvements and repairs (including items not originally identified - such as the partition wall and multi-use room flooring), provides the most cost savings by performing all work in a single project, and minimizes disruptions to the Senior Center. With the exception of the skylight replacement in 2019 and restroom accessibility upgrades in 2022, this will be the Senior Center's first major interior renovations since its original construction nearly 30 years ago.

Public Works received six bid proposals for the project with Genesis Builders, Inc. DBA K2 Painting, as the low bidder. Ardurra Group Inc., the City’s on-call construction manager, will

inspect the project. A summary of project award information is attached. Construction is scheduled to begin in July and be completed by February 2024. The work will be done in phases, in coordination with Senior Center staff, to minimize disruptions to the facility, which will remain open during construction.

The revised project cost of $1,220,290 includes design, construction, inspection, in-house labor, and contingency. Revising the scope and combining similar types of work provides efficiencies due to economies of scale, while delaying the project would likely not result in lower costs for the foreseeable future.

BUDGET IMPACT

The FY 2022-23 Capital Improvement Program budget includes $500,000 for Senior Center Interior Improvement and total estimated project costs for the revised project scope will total $1,220,290. One-time fund balance accumulations have been set-aside in the Recreation and Park District's General Fund for capital improvement needs and are available to pay the additional $720,290 needed for the recommended project.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Award Information and Bid Proposals
Task Order

Project Award Information Checklist

Description of Project:
New wall paint, full replacement of flooring, new energy efficient lighting and ceilings, new reception desk, replacement of multi-purpose room partition wall, refinishing wood cabinets, counters, and doors, new door hardware, and other miscellaneous improvements to the kitchen, lobby, multi-purpose room, staff offices and activity rooms.

Contract Working Days: 130 working days

Orange County Register Publication Date: May 10, 2023

Notice Inviting Bids Sent to: CIPList.com, The Orange County Register, McGraw-Hill Construction, Dodge Construction Network, AGC Plan Room, Construct Connect, Construction Market Data

Bid Opening Date: May 23, 2023

No. of Bid Packets Purchased: 16

	Bidders	Base Bid
1.	Genesis Builders, Inc. DBA K2 Painting, Buena Park, CA	$898,000
2.	At Your Service Construction & Energy, Inc., Tarzana, CA	$910,000
3.	Centrex Construction, Costa Mesa, CA	$948,812
4.	East West Building Solutions, Inc., Oceanside, CA	$987,128
5.	Empire Design & Build, Irvine, CA	$1,000,000
6.	Newman Midland Corp., Long Beach, CA	$1,323,707

Apparent Low Bidder: Genesis Builders, Inc. DBA K2 Painting, Buena Park, CA – $898,000

Qualified to Perform Work: Yes. Staff confirmed bid was responsive.

Contractor's License:		**Registration with DIR:**	
Valid at Time of Award:	Yes	**Contractor:**	Yes
Valid at Time of Bid:	Yes	**Sub-Contractor:**	Yes

Experience:
The apparent low bidder has performed this type of work for multiple government agencies in Southern California.

Construction Management/Inspection Firm: Ardurra Group, Inc.

On-Call Contract Date: June 27, 2022

Amount of Task Order: $ 132,090

PROPOSAL BID SHEET
PROJECT 290
SENIOR CENTER INTERIOR IMPROVEMENTS

Date: Tuesday, May 23, 2023 at 2:00 P.M.

Company Name: Genesis Builders, Inc. dba K2 Painting

Address: 6895 Oslo Cir. Ste F Buena Park, CA 90621

Telephone: 714) 749-4558

Email: rick.k2paint@gmail.com

Contractor's License No. and Class: 1004198 B and C-33

Contractor's DIR Public Works Registration No: 1000411359

Honorable Councilmembers:

The undersigned principal, after having carefully examined the plans, Specifications and General Provisions for the City of Cypress Project 290, hereby proposes and agrees to furnish all labor, materials, equipment, plant, transportation, services, sales taxes and other costs necessary to complete the entire project in strict conformity with the specifications, general and special provisions, and all addenda therefore as prepared by the Engineering Division of the Department of Public Works Department of the City of Cypress and to complete all work within the contract time specified in this PROPOSAL, for the following bid:

BASE BID:

THE CYPRESS SENIOR CENTER SHALL REMAIN OPEN AND OPERATIONAL DURING CONSTRUCTION. WORK IN EACH PHASE MUST BE COMPLETED AND OPERATIONAL PRIOR TO PROCEEDING TO THE FOLLOWING PHASE. HVAC VENTS AND RETURNS SHALL BE PROTECTED AND COVERED DURING CONSTRUCTION WHERE DEMOLITION AND/OR CONSTRUCTION WORK IS BEING PERFORMED. ALL VENTS AND RETURNS SHALL BE KEPT FREE OF DUST AND DEBRIS.

THE BASE BID ITEMS SHALL BE PHASED AS INDICATED BELOW.

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
1.	1	LS	Mobilization (Section 9-3.4) (Not to exceed 5% of total bid amount excepting Item 1) PER LS	$ 5,000.00	$ 5,000.00
2.	1	LS	PHASE I - Multi-Use Room and Storage Room No. 33, 42, & 43. Improvements per attached Architect Specifications and Project Plan (Appendix D and E, respectively) PER LS	$ 326,000.00	$ 326,000.00
3.	1	LS	PHASE II - Kitchen, Pantry Room, Storage Room No. 40, and CHG Room Improvements per attached Architect Specifications and Project Plan (Appendix D and E,	$ 73,000.00	$ 73,000.00

			respectively) PER LS		
4.	1	LS	PHASE III - Lobby Galleria Improvements per attached Architect Specifications and Project Plan (Appendix D and E, respectively) PER LS	$ 165,000.00	$ 165,000.00
5.	1	LS	PHASE IV – Admin Offices (including Health Services Office and Back Admin Room), Exercise Equipment Room, Arts & Crafts Room, Hallway No. 9, Exercise Room, Storage Room No. 7, Cards Room, Library Room, Computers Room, and Conference Room Improvements per attached Architect Specifications and Project Plan (Appendix D and E, respectively) PER LS	$ 329,000.00	$ 329,000.00

TOTAL AMOUNT OF BASE BID: $ 898,000.00

TOTAL AMOUNT OF BID IN WORDS: Eight hundred ninety-eight thousand

Dollars

(Please Print Total Amount of Bid in WORDS)

The Total Amount of Base Bid shall include all work and cost for work as specified on the project plans and delineated in the project specifications and all other incidental and appurtenant work that is necessary to complete the specific items of work including Bidder's overhead and mark-up, purchase of materials, taxes, transportation, permit fees, and all other costs made necessary by the Contract Documents to provide the City of Cypress with a complete operational facility meeting the approval of the City of Cypress and other agencies having jurisdiction over the project.

CONTRACT TIME: It is understood and agreed that the time limit for the completion of the above work shall be within **ONE HUNDRED THIRTY (130)** working days of the commencement date given on the Notice to Proceed, and that required overtime and other costs are a part of the bid as noted above.

BID ADDENDA: Bidders who purchase plans and specifications at the City shall be placed on a bidders list, and shall receive any issued Bid Addenda. Bidders, who obtain plans and specifications from plan rooms or other sources, are responsible to contact the Public Works Department at 714-229-6740, in order to be placed on the Bidders List and receive any issued Addenda. Bidders shall submit a signed copy of all issued Bid Addenda with their bid. Failure to do so, may subject their bid to rejection.

PROPOSAL BID SHEET
PROJECT 290
SENIOR CENTER INTERIOR IMPROVEMENTS

Date: Tuesday, May 23, 2023 at 2:00 P.M.

Company Name: At Your Service Construction & Energy Inc.

Address: 5658 Cahill Ave. Tarzana, CA 91356

Telephone: (323) 325-8101, (818) 402-4111

Email: energyays@gmail.com, aysestimate@gmail.com

Contractor's License No. and Class: 330423, B, C-10

Contractor's DIR Public Works Registration No: 1000839820

Honorable Councilmembers:

The undersigned principal, after having carefully examined the plans, Specifications and General Provisions for the City of Cypress Project 290, hereby proposes and agrees to furnish all labor, materials, equipment, plant, transportation, services, sales taxes and other costs necessary to complete the entire project in strict conformity with the specifications, general and special provisions, and all addenda therefore as prepared by the Engineering Division of the Department of Public Works Department of the City of Cypress and to complete all work within the contract time specified in this PROPOSAL, for the following bid:

BASE BID:

THE CYPRESS SENIOR CENTER SHALL REMAIN OPEN AND OPERATIONAL DURING CONSTRUCTION. WORK IN EACH PHASE MUST BE COMPLETED AND OPERATIONAL PRIOR TO PROCEEDING TO THE FOLLOWING PHASE. HVAC VENTS AND RETURNS SHALL BE PROTECTED AND COVERED DURING CONSTRUCTION WHERE DEMOLITION AND/OR CONSTRUCTION WORK IS BEING PERFORMED. ALL VENTS AND RETURNS SHALL BE KEPT FREE OF DUST AND DEBRIS.

THE BASE BID ITEMS SHALL BE PHASED AS INDICATED BELOW.

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
1.	1	LS	Mobilization (Section 9-3.4) Fourty Thousand Dollars (Not to exceed 5% of total bid amount excepting Item 1) PER LS	$ 40,000.00	$ 40,000.00
2.	1	LS	PHASE I - Multi-Use Room and Storage Room No. 33, 42, & 43. Improvements per attached Architect Specifications and Project Plan (Appendix D and E, respectively) Two Hundred Thousand Dollars PER LS	$ 200,000.00	$ 200,000.00
3.	1	LS	PHASE II - Kitchen, Pantry Room, Storage Room No. 40, and CHG Room Improvements per attached Architect Specifications and Project Plan (Appendix D and E,	$	$

			respectively) Two Hundred Thousand Dollars PER LS	$200,000.00	$200,000.00
4.	1	LS	PHASE III - Lobby Galleria Improvements per attached Architect Specifications and Project Plan (Appendix D and E, respectively) One hundred twenty Thousand Dollars PER LS	$120,000.00	$ 120,000.00
5.	1	LS	PHASE IV – Admin Offices (including Health Services Office and Back Admin Room), Exercise Equipment Room, Arts & Crafts Room, Hallway No. 9, Exercise Room, Storage Room No. 7, Cards Room, Library Room, Computers Room, and Conference Room Improvements per attached Architect Specifications and Project Plan (Appendix D and E, respectively) Three hundred fifty thousand dollars PER LS	$350,000,00	$ 350,000.00

TOTAL AMOUNT OF BASE BID: $ 910,000.00

TOTAL AMOUNT OF BID IN WORDS: _____

Nine Hundred Ten Thousand Dollars

(Please Print Total Amount of Bid in WORDS)

The Total Amount of Base Bid shall include all work and cost for work as specified on the project plans and delineated in the project specifications and all other incidental and appurtenant work that is necessary to complete the specific items of work including Bidder's overhead and mark-up, purchase of materials, taxes, transportation, permit fees, and all other costs made necessary by the Contract Documents to provide the City of Cypress with a complete operational facility meeting the approval of the City of Cypress and other agencies having jurisdiction over the project.

CONTRACT TIME: It is understood and agreed that the time limit for the completion of the above work shall be within **ONE HUNDRED THIRTY (130)** working days of the commencement date given on the Notice to Proceed, and that required overtime and other costs are a part of the bid as noted above.

BID ADDENDA: Bidders who purchase plans and specifications at the City shall be placed on a bidders list, and shall receive any issued Bid Addenda. Bidders, who obtain plans and specifications from plan rooms or other sources, are responsible to contact the Public Works Department at 714-229-6740, in order to be placed on the Bidders List and receive any issued Addenda. Bidders shall submit a signed copy of all issued Bid Addenda with their bid. Failure to do so, may subject their bid to rejection.

PROPOSAL BID SHEET
PROJECT 290
SENIOR CENTER INTERIOR IMPROVEMENTS

Date: Tuesday, May 23, 2023 at 2:00 P.M.

Company Name: Centrex Construction

Address: 3151 Airway Ave, Suite F203, Costa Mesa CA 92626

Telephone: 503 828-7163

Email: pmcdonnell@centrex.cc

Contractor's License No. and Class: 924172- Class B

Contractor's DIR Public Works Registration No: PW-LR-1000697852

Honorable Councilmembers:

The undersigned principal, after having carefully examined the plans, Specifications and General Provisions for the City of Cypress Project 290, hereby proposes and agrees to furnish all labor, materials, equipment, plant, transportation, services, sales taxes and other costs necessary to complete the entire project in strict conformity with the specifications, general and special provisions, and all addenda therefore as prepared by the Engineering Division of the Department of Public Works Department of the City of Cypress and to complete all work within the contract time specified in this PROPOSAL, for the following bid:

BASE BID:

THE CYPRESS SENIOR CENTER SHALL REMAIN OPEN AND OPERATIONAL DURING CONSTRUCTION. WORK IN EACH PHASE MUST BE COMPLETED AND OPERATIONAL PRIOR TO PROCEEDING TO THE FOLLOWING PHASE. HVAC VENTS AND RETURNS SHALL BE PROTECTED AND COVERED DURING CONSTRUCTION WHERE DEMOLITION AND/OR CONSTRUCTION WORK IS BEING PERFORMED. ALL VENTS AND RETURNS SHALL BE KEPT FREE OF DUST AND DEBRIS.

THE BASE BID ITEMS SHALL BE PHASED AS INDICATED BELOW.

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
1.	1	LS	Mobilization (Section 9-3.4) (Not to exceed 5% of total bid amount excepting Item 1) PER LS	$ 45,000	$ 45,000
2.	1	LS	PHASE I - Multi-Use Room and Storage Room No. 33, 42, & 43. Improvements per attached Architect Specifications and Project Plan (Appendix D and E, respectively) PER LS	$ 316,334	$ 316,334
3.	1	LS	PHASE II - Kitchen, Pantry Room, Storage Room No. 40, and CHG Room Improvements per attached Architect Specifications and Project Plan (Appendix D and E,	$ 90,381	$ 90,381

			respectively) PER LS		
4.	1	LS	PHASE III - Lobby Galleria Improvements per attached Architect Specifications and Project Plan (Appendix D and E, respectively) PER LS	$ 180,762	$ 180,762
5.	1	LS	PHASE IV – Admin Offices (including Health Services Office and Back Admin Room), Exercise Equipment Room, Arts & Crafts Room, Hallway No. 9, Exercise Room, Storage Room No. 7, Cards Room, Library Room, Computers Room, and Conference Room Improvements per attached Architect Specifications and Project Plan (Appendix D and E, respectively) PER LS	$ 316,335	$ 316,335

TOTAL AMOUNT OF BASE BID: $ 948,812.00

TOTAL AMOUNT OF BID IN WORDS: Nine hundred forty eight thousand eight hundred twelve Dollars

(Please Print Total Amount of Bid in WORDS)

The Total Amount of Base Bid shall include all work and cost for work as specified on the project plans and delineated in the project specifications and all other incidental and appurtenant work that is necessary to complete the specific items of work including Bidder's overhead and mark-up, purchase of materials, taxes, transportation, permit fees, and all other costs made necessary by the Contract Documents to provide the City of Cypress with a complete operational facility meeting the approval of the City of Cypress and other agencies having jurisdiction over the project.

CONTRACT TIME: It is understood and agreed that the time limit for the completion of the above work shall be within **ONE HUNDRED THIRTY (130)** working days of the commencement date given on the Notice to Proceed, and that required overtime and other costs are a part of the bid as noted above.

BID ADDENDA: Bidders who purchase plans and specifications at the City shall be placed on a bidders list, and shall receive any issued Bid Addenda. Bidders, who obtain plans and specifications from plan rooms or other sources, are responsible to contact the Public Works Department at 714-229-6740, in order to be placed on the Bidders List and receive any issued Addenda. Bidders shall submit a signed copy of all issued Bid Addenda with their bid. Failure to do so, may subject their bid to rejection.

PROPOSAL BID SHEET
PROJECT 290
SENIOR CENTER INTERIOR IMPROVEMENTS

Date: Tuesday, May 23, 2023 at 2:00 P.M.

Company Name: East West Building Solutions, Inc.

Address: 4144-A Avenida De La Plata, Oceanside CA 92056

Telephone: 760-859-5565

Email: jhoie@eastwestbsi.com

Contractor's License No. and Class: 1014556 | B

Contractor's DIR Public Works Registration No: 1000040753

Honorable Councilmembers:

The undersigned principal, after having carefully examined the plans, Specifications and General Provisions for the City of Cypress Project 290, hereby proposes and agrees to furnish all labor, materials, equipment, plant, transportation, services, sales taxes and other costs necessary to complete the entire project in strict conformity with the specifications, general and special provisions, and all addenda therefore as prepared by the Engineering Division of the Department of Public Works Department of the City of Cypress and to complete all work within the contract time specified in this PROPOSAL, for the following bid:

BASE BID:

THE CYPRESS SENIOR CENTER SHALL REMAIN OPEN AND OPERATIONAL DURING CONSTRUCTION. WORK IN EACH PHASE MUST BE COMPLETED AND OPERATIONAL PRIOR TO PROCEEDING TO THE FOLLOWING PHASE. HVAC VENTS AND RETURNS SHALL BE PROTECTED AND COVERED DURING CONSTRUCTION WHERE DEMOLITION AND/OR CONSTRUCTION WORK IS BEING PERFORMED. ALL VENTS AND RETURNS SHALL BE KEPT FREE OF DUST AND DEBRIS.

THE BASE BID ITEMS SHALL BE PHASED AS INDICATED BELOW.

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
1.	1	LS	Mobilization (Section 9-3.4) (Not to exceed 5% of total bid amount excepting Item 1) PER LS	$ 20,000	$ 20,000
2.	1	LS	PHASE I - Multi-Use Room and Storage Room No. 33, 42, & 43. Improvements per attached Architect Specifications and Project Plan (Appendix D and E, respectively) PER LS	$ 275,286	$ 275,286
3.	1	LS	PHASE II - Kitchen, Pantry Room, Storage Room No. 40, and CHG Room Improvements per attached Architect Specifications and Project Plan (Appendix D and E,	$ 120,504	$ 120,504

			respectively) PER LS		
4.	1	LS	PHASE III - Lobby Galleria Improvements per attached Architect Specifications and Project Plan (Appendix D and E, respectively) PER LS	$ 176,765	$ 176,765
5.	1	LS	PHASE IV – Admin Offices (including Health Services Office and Back Admin Room), Exercise Equipment Room, Arts & Crafts Room, Hallway No. 9, Exercise Room, Storage Room No. 7, Cards Room, Library Room, Computers Room, and Conference Room Improvements per attached Architect Specifications and Project Plan (Appendix D and E, respectively) PER LS	$ 394,573	$ 394,573

TOTAL AMOUNT OF BASE BID: $ 987,128.00

TOTAL AMOUNT OF BID IN WORDS: Nine Hundred Eighty-Seven Thousand

One Hundred Twenty-Eight & 00/100 Dollars

(Please Print Total Amount of Bid in WORDS)

The Total Amount of Base Bid shall include all work and cost for work as specified on the project plans and delineated in the project specifications and all other incidental and appurtenant work that is necessary to complete the specific items of work including Bidder's overhead and mark-up, purchase of materials, taxes, transportation, permit fees, and all other costs made necessary by the Contract Documents to provide the City of Cypress with a complete operational facility meeting the approval of the City of Cypress and other agencies having jurisdiction over the project.

CONTRACT TIME: It is understood and agreed that the time limit for the completion of the above work shall be within **ONE HUNDRED THIRTY (130)** working days of the commencement date given on the Notice to Proceed, and that required overtime and other costs are a part of the bid as noted above.

BID ADDENDA: Bidders who purchase plans and specifications at the City shall be placed on a bidders list, and shall receive any issued Bid Addenda. Bidders, who obtain plans and specifications from plan rooms or other sources, are responsible to contact the Public Works Department at 714-229-6740, in order to be placed on the Bidders List and receive any issued Addenda. Bidders shall submit a signed copy of all issued Bid Addenda with their bid. Failure to do so, may subject their bid to rejection.

PROPOSAL BID SHEET
PROJECT 290
SENIOR CENTER INTERIOR IMPROVEMENTS

Date: Tuesday, May 23, 2023 at 2:00 P.M.

Company Name: Empire Design & Build

Address: 475 Duranzo Aisle, Irvine, CA 92606

Telephone: (949) 426-5026

Email: farshad@empire-bb.com

Contractor's License No. and Class: 1070970 General A & B

Contractor's DIR Public Works Registration No: 1000 901365

Honorable Councilmembers:

The undersigned principal, after having carefully examined the plans, Specifications and General Provisions for the City of Cypress Project 290, hereby proposes and agrees to furnish all labor, materials, equipment, plant, transportation, services, sales taxes and other costs necessary to complete the entire project in strict conformity with the specifications, general and special provisions, and all addenda therefore as prepared by the Engineering Division of the Department of Public Works Department of the City of Cypress and to complete all work within the contract time specified in this PROPOSAL, for the following bid:

BASE BID:

THE CYPRESS SENIOR CENTER SHALL REMAIN OPEN AND OPERATIONAL DURING CONSTRUCTION. WORK IN EACH PHASE MUST BE COMPLETED AND OPERATIONAL PRIOR TO PROCEEDING TO THE FOLLOWING PHASE. HVAC VENTS AND RETURNS SHALL BE PROTECTED AND COVERED DURING CONSTRUCTION WHERE DEMOLITION AND/OR CONSTRUCTION WORK IS BEING PERFORMED. ALL VENTS AND RETURNS SHALL BE KEPT FREE OF DUST AND DEBRIS.

THE BASE BID ITEMS SHALL BE PHASED AS INDICATED BELOW.

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
1.	1	LS	Mobilization (Section 9-3.4) (Not to exceed 5% of total bid amount excepting Item 1) PER LS	$45,000.00	$45,000.00
2.	1	LS	PHASE I - Multi-Use Room and Storage Room No. 33, 42, & 43. Improvements per attached Architect Specifications and Project Plan (Appendix D and E, respectively) PER LS	$ 245,000.00	$245,000.00
3.	1	LS	PHASE II - Kitchen, Pantry Room, Storage Room No. 40, and CHG Room Improvements per attached Architect Specifications and Project Plan (Appendix D and E,	$ 130,000.00	$130,000.00

			respectively) PER LS		
4.	1	LS	PHASE III - Lobby Galleria Improvements per attached Architect Specifications and Project Plan (Appendix D and E, respectively) PER LS	$ 60,000.00	$ 60,000.00
5.	1	LS	PHASE IV – Admin Offices (including Health Services Office and Back Admin Room), Exercise Equipment Room, Arts & Crafts Room, Hallway No. 9, Exercise Room, Storage Room No. 7, Cards Room, Library Room, Computers Room, and Conference Room Improvements per attached Architect Specifications and Project Plan (Appendix D and E, respectively) PER LS	$520,000.00	$520,000.00

TOTAL AMOUNT OF BASE BID: $ 1,000,000.00

TOTAL AMOUNT OF BID IN WORDS: one Million dollars and

00/100 Dollars

(Please Print Total Amount of Bid in WORDS)

The Total Amount of Base Bid shall include all work and cost for work as specified on the project plans and delineated in the project specifications and all other incidental and appurtenant work that is necessary to complete the specific items of work including Bidder's overhead and mark-up, purchase of materials, taxes, transportation, permit fees, and all other costs made necessary by the Contract Documents to provide the City of Cypress with a complete operational facility meeting the approval of the City of Cypress and other agencies having jurisdiction over the project.

CONTRACT TIME: It is understood and agreed that the time limit for the completion of the above work shall be within **ONE HUNDRED THIRTY (130)** working days of the commencement date given on the Notice to Proceed, and that required overtime and other costs are a part of the bid as noted above.

BID ADDENDA: Bidders who purchase plans and specifications at the City shall be placed on a bidders list, and shall receive any issued Bid Addenda. Bidders, who obtain plans and specifications from plan rooms or other sources, are responsible to contact the Public Works Department at 714-229-6740, in order to be placed on the Bidders List and receive any issued Addenda. Bidders shall submit a signed copy of all issued Bid Addenda with their bid. Failure to do so, may subject their bid to rejection.

PROPOSAL BID SHEET
PROJECT 290
SENIOR CENTER INTERIOR IMPROVEMENTS

Date: Tuesday, May 23, 2023 at 2:00 P.M.

Company Name: Newman Midland Corp.

Address: 1355 Redondo Ave. Ste. 12, Long Beach, CA 90804

Telephone: (562) 494-1773

Email: estimating@newmanmidland.com

Contractor's License No. and Class: 757755 Class "B"

Contractor's DIR Public Works Registration No: 1000004166

Honorable Councilmembers:

The undersigned principal, after having carefully examined the plans, Specifications and General Provisions for the City of Cypress Project 290, hereby proposes and agrees to furnish all labor, materials, equipment, plant, transportation, services, sales taxes and other costs necessary to complete the entire project in strict conformity with the specifications, general and special provisions, and all addenda therefore as prepared by the Engineering Division of the Department of Public Works Department of the City of Cypress and to complete all work within the contract time specified in this PROPOSAL, for the following bid:

BASE BID:

THE CYPRESS SENIOR CENTER SHALL REMAIN OPEN AND OPERATIONAL DURING CONSTRUCTION. WORK IN EACH PHASE MUST BE COMPLETED AND OPERATIONAL PRIOR TO PROCEEDING TO THE FOLLOWING PHASE. HVAC VENTS AND RETURNS SHALL BE PROTECTED AND COVERED DURING CONSTRUCTION WHERE DEMOLITION AND/OR CONSTRUCTION WORK IS BEING PERFORMED. ALL VENTS AND RETURNS SHALL BE KEPT FREE OF DUST AND DEBRIS.

THE BASE BID ITEMS SHALL BE PHASED AS INDICATED BELOW.

No.	Quantity	Unit	Items of Work (Please Print Unit Prices Written in Words)	Unit Price	Total
1.	1	LS	Mobilization (Section 9-3.4) (Not to exceed 5% of total bid amount excepting Item 1) PER LS	$ N/A	$ 60,000
2.	1	LS	PHASE I - Multi-Use Room and Storage Room No. 33, 42, & 43. Improvements per attached Architect Specifications and Project Plan (Appendix D and E, respectively) PER LS	$ N/A	$ 419,257
3.	1	LS	PHASE II - Kitchen, Pantry Room, Storage Room No. 40, and CHG Room Improvements per attached Architect Specifications and Project Plan (Appendix D and E,	$ N/A	AN $~~66,355~~ 195,250

			respectively) PER LS		
4.	1	LS	PHASE III - Lobby Galleria Improvements per attached Architect Specifications and Project Plan (Appendix D and E, respectively) PER LS	$ N/A	$ 128,800
5.	1	LS	PHASE IV – Admin Offices (including Health Services Office and Back Admin Room), Exercise Equipment Room, Arts & Crafts Room, Hallway No. 9, Exercise Room, Storage Room No. 7, Cards Room, Library Room, Computers Room, and Conference Room Improvements per attached Architect Specifications and Project Plan (Appendix D and E, respectively) PER LS	$ N/A	$ 520,400

TOTAL AMOUNT OF BASE BID: $ 1,323,707

TOTAL AMOUNT OF BID IN WORDS: One million three hundred twenty three thousand seven hundred seven Dollars

(Please Print Total Amount of Bid in WORDS)

The Total Amount of Base Bid shall include all work and cost for work as specified on the project plans and delineated in the project specifications and all other incidental and appurtenant work that is necessary to complete the specific items of work including Bidder's overhead and mark-up, purchase of materials, taxes, transportation, permit fees, and all other costs made necessary by the Contract Documents to provide the City of Cypress with a complete operational facility meeting the approval of the City of Cypress and other agencies having jurisdiction over the project.

CONTRACT TIME: It is understood and agreed that the time limit for the completion of the above work shall be within **ONE HUNDRED THIRTY (130)** working days of the commencement date given on the Notice to Proceed, and that required overtime and other costs are a part of the bid as noted above.

BID ADDENDA: Bidders who purchase plans and specifications at the City shall be placed on a bidders list, and shall receive any issued Bid Addenda. Bidders, who obtain plans and specifications from plan rooms or other sources, are responsible to contact the Public Works Department at 714-229-6740, in order to be placed on the Bidders List and receive any issued Addenda. Bidders shall submit a signed copy of all issued Bid Addenda with their bid. Failure to do so, may subject their bid to rejection.

May 03, 2023

Nick Mangkalakiri, PE
City Engineer
Engineering Division, City of Cypress
5275 Orange Avenue
Cypress, CA 90630

Subject: **Proposal for Construction Inspection Services for the Senior Center Interior Improvements, Project 290**

Dear Mr. Mangkalakiri,

Ardurra Group, Inc. is pleased to present this proposal to the City of Cypress to provide professional construction inspection services for Senior Center Interior Improvements Project 290 in accordance with Attachment "A" – Scope of Services and Attachment "B" – Schedule of Compensation. All work will be completed pursuant to the City of Cypress On-Call Construction Management and Inspection Services Contract dated June 27, 2022.

Respectfully submitted,

Ardurra Group, Inc.

Omar Alameddine
Project and Construction Management Group Leader

Attachment "A"
Scope of Services

The scope of services includes part-time inspection services and part-time project controls support. Ardurra's inspector(s) will provide building inspection quality assurance services for demolition, concrete repair, framing, drywall installation, plumbing, flooring/tiling, painting, artwork/wall display relocation, door staining, railing/crash guard installation, HVAC maintenance, ceiling, and electrical installations for all phases of the project.

In the capacity of quality assurance inspector, it is understood that Ardurra inspector(s):

1. Do not represent the building department.
2. Cannot sign off work on permit cards. Sign-off by the City's building department official is subject to the separate inspection and sign-off by City Building Inspectors.
3. Do not have authority or responsibility to control work, determine contractor means and methods or change/modify the design.
4. Shall monitor and report that the improvements are constructed in compliance with the approved plans and specifications, and in accordance with the building code.

Below is a list of services included in this proposal:

1. Represent the City's interests with the general construction inspection of this project.
2. Monitor the contractor's compliance with the project contract, specifications, and National Pollutant Discharge Elimination System (NPDES).
3. Assist City staff with field public relations, including distributing construction notices and responding to inquiries of residents and the general public.
4. Attend the preconstruction meeting and subsequent weekly field meetings, as needed.
5. Assist the City's construction manager to monitor and document that the contractor adheres to the approved construction schedule.
6. Be present on the job site when construction is in progress and when inspection is required. Part-time inspection work is proposed as requested by the City. Ardurra will not be responsible for observing construction activities that are implemented when its inspector is not scheduled/present on site.
7. Provide assistance and direction to technicians performing materials tests, as needed. Materials testing is anticipated to be provided by others and is not included in this proposal.
8. Measure and verify the project pay item quantities, in-place. Confirm pay item quantities with the contractor prior to submission of invoice for payment to the City's construction manager.
9. Review the contractor's invoices.
10. Assist the City's construction manager with the review and processing of requests for information (RFIs), change orders, and approved time and materials work.
11. Prepare daily inspection reports (Daily Activity Report) for days that inspector is present for this project.
12. Prepare Weekly Statement of Working Days for each week the inspector is present for this project.
13. Identify items requiring corrective action by either the contractor or City. Monitor and document completion of corrective actions.
14. Develop punch list items and monitor completion of punch list corrections.

Attachment "B"
Schedule of Compensation

City of Cypress
Construction Inspection for Senior Center Interior Improvements, Project 290
130 Working Day Construction Duration

Role / Name	Total Hours	Hourly Rate	Extended Fee
Public Works Inspector - Eric Nunez	585.00	$ 152.00	$ 88,920.00
PE Licensed Inspector	-	$ 170.00	-
Project Controls Engineer - As Needed	146.00	$ 145.00	$ 21,170.00
Total Estimated Fee			**$ 110,090.00**

Note: Terms and conditions shall be pursuant to the City of Cypress On-Call Construction Management and Inspection Contract dated June 27, 2022.

Exclusions to Scope and Fee: The following items are specifically excluded:

- Submittal review
- Nighttime / weekend inspection and weekday hours in excess of a regular 8-hour shift that would be subject to overtime pay, unless so authorized in writing by the City
- Material testing

ARDURRA

Attachment "C"
Resume

Eric Nunez | Ardurra — **Senior Public Works Inspector**

Education: AA/1980/Liberal Arts/Cypress College, Cypress, CA
2020/Construction Coursework, Fullerton College, Fullerton, CA
2020/Water Distribution & Treatment Coursework, Santiago College, Orange, CA

Certifications: ICBO – Commercial Building Certified
ICBO Continuing Education – Mechanical, Plumbing, Electrical, Building ADA, Fire Resistance, Occupancy, Green Code, Energy Code
D3 Water Distribution, State of California

Years of Experience: Entered the profession in 1990; Ardurra year of hire – 2020

Eric Nunez, brings significant experience, specialized training, and a record of accomplishments providing excellent qualifications as a construction inspector, building inspector, water inspector, and project manager. He has successfully inspected and overseen all stages of large projects including new construction, remodels, water/sewer projects, and road remodels/construction. Eric interacts effectively with architects, engineers, subcontractors, and city officials. He can identify and resolve problems with tact and discretion, and he is detail-oriented and precise, with superior multi-tasking capabilities. Eric's strengths include a diverse background that encompasses office buildings, retail centers, industrial facilities, warehouse/distribution centers, restaurants, single/multi-family residential, mixed-use commercial/residential, utility infrastructure and historical buildings; acute knowledge of ADA regulations, California, and local building and water codes; experience inspecting earthquake retrofits, grading, concrete, retaining walls, framing, and electrical, plumbing, and mechanical systems; successfully managing budgets that involve multiple sources of funding; and combining an excellent eye for detail with the capability of requiring subcontractors to correct any unacceptable work, while meeting project scheduling objectives.

RELEVANT EXPERIENCE

On-Call Public Works Inspection Services, City of Fullerton, CA.* Public works inspector responsible for inspection of buildings and construction projects throughout the city. Involved in commercial and industrial inspection, which consisted of mechanical inspections of many different mechanical installations. Inspected HVAC units, both retrofit and new installations. Inspected for structural changes required by the approved plans for support of the new unit, electrical wiring, and required minimum clearances per the NEC. Placement of the new units verifying equipment was per approved specifications and correct model number. Duct work was removed as needed and replaced with correct R-value insulated ducts. If asbestos was discovered, appropriate removal of hazardous material was per requirements. Adhered to ADA required controls and height levels. Followed UMC requirements for protective railing, height and location, and ID of units and electrical disconnects.

Also served as the City's plumbing plan checker and mechanical plan checker for various projects, including rehab and restoration of numerous pools which involved grease interceptors, sizing of gas lines, heating systems, and meeting efficiency ratings required by the State. He also provided electrical inspection for these pools, ensuring California electrical code compliance and that the supply and safeguards of electricity around water were in effect.

Checked construction plans for any 4+ unit residential and a variety of commercial buildings to ensure compliance with building codes and with water conservation code SB407. Verified all projects with the Planning, Engineering, Fire and Health Departments, where applicable. Work included ensuring new sidewalks and reconstructed restrooms at Lemon Park complied with codes; SWPPS for water management, modular wetlands, and ADA compliance; liaison with railroad inspectors and agencies; inspecting retail centers, restaurants, and apartment complexes with up to 100+ units; inspected seismic upgrades on unreinforced masonry buildings, including single-family residences and the Williams Building. Projects included the

historical Fullerton Train Station (security and ADA upgrades); Fullerton Tennis Center (restroom ADA upgrades and updated electrical and lighting systems); Hughes Aircraft (reestablished fire protection and ADA compliance); and Delco Battery (installation of separators and filters in a new plumbing system).

Redondo Beach Transit Center, City of Redondo Beach, CA. Inspector for the new $11.5-million Redondo Beach Transit Center. Providing construction management and inspection along with other professional services required to undertake and successfully manage construction of this project. Phase one of the project included construction of a new Transit Center to replace the existing Transit Center located adjacent to the Galleria. The LEED Silver Transit Center is located at a site south of Target along Kingsdale Avenue. The new Transit Center consists of a 2,900-square-foot building housing an operator lounge, private restrooms, public restrooms, and offices. Other improvements include a kiss-and-ride parking lot and passenger drop-off area, as well as 12 bus bays, traffic signals, striping, and an upper-level parking lot. Phase two improvements involve the widening and realignment of Kingsdale Avenue between Grant Avenue and Artesia Boulevard. This roadway improvement includes an additional dedicated northbound right turn lane, new sidewalk, streetlights, and landscaping on the easterly side of the newly widened street adjacent to the Galleria Shopping Center.

Torrance Transit Park and Ride Regional Terminal, City of Torrance, CA. Inspector for construction of flagship facility for the City's bus service, Torrance Transit and other regional bus carriers. The terminal will contain 17,800 square feet of space and multiple bays to catch buses. Plans call for building access and circulation roads, widening Crenshaw Boulevard near the terminal, grading, and moving utilities underground. The project will also install sidewalks, curb and gutter, signs, landscaping and new or upgraded traffic signals.

Parking Structure Lot 4 Repairs Project, City of Manhattan Beach, CA. Inspector for this project to extend the life of a parking structure. Elements included concrete repairs, sealants, and waterproofing coating of the upper deck, striping new pavement, and accessibility related improvements to the parking stalls and path of travel. The project also included relocation of existing 8-inch VCP public sewer main in conflict with future private improvements, as well as construction of 385 linear feet of high-strength VCP sewer, 94 linear feet of PVC SDR-35 sewer main, one sewer lateral, and 6 sewer manholes.

On-Call Inspection Services Contract, Irvine Ranch Water District, Orange County, CA. Senior construction inspector for capital improvements initiated by the City and developers. Inspects such project types as construction of water or sewer lines, reservoirs and pump stations. Other inspections include road construction and improvements.

On-Call Municipal Engineering Public Works Inspection Services, City of Lake Forest, CA. Public works inspector responsible for citywide CIP construction projects. Work includes inspection for ADA ramps, street lighting installations, all encroachment permit projects, grading, storm drain, wet and dry utilities, curb and gutter projects, sidewalk projects and all restoration projects within an encroachment permit. Wet utility agencies include El Toro Water District, Irvine Ranch Water District, Santa Margarita Water District and Trabuco Canyon Water District. Dry utility agencies include The Gas Company, AT&T and Cox. Also provided inspection of the Baker Water Treatment project that involved working in conjunction with the Irvine Ranch Water District and installation of 36-inch CMCL pipe.

On-Call Public Works Inspection Services, City of Duarte, CA. Inspector for various City of Duarte projects, ensuring the compliance of plans, specifications, local, state, and federal laws, regulations, and ordinances. Inspection has included street improvements, curbs, gutters, sidewalks, streetlights, traffic signals, pavement striping, as well as sewer, water, and storm drain improvements.

Sepulveda Boulevard Sewer Relocation, City of Hermosa Beach, CA.* Inspector for this project that involved the relocation of existing 8-inch VCP public sewer main in conflict with future private improvements. Construction of 385 LF of High Strength VCP sewer, 94 LF of PVC SDR-35 sewer main, one sewer lateral and 6 sewer manholes.

On-Call Water Inspection Services, City of Fullerton, CA.* Sole water inspector for the City for 10 years. Inspected new construction and upgrades/remodels, checked water systems for placement and adherence to plans, and conducted hydrostatic pressure, chlorine, bacteria, and plate-count tests. Oversaw the installation of new earthquake valves for reservoirs and DCDA water meters. Inspected the replacement/installation of water mains on new residential construction projects, the repair of any existing water lines, and the reconstruction of any commercial driveways.

Public Improvements Plan Sewer Relocation-Phase 2 (Skechers), City of Hermosa Beach, CA.* Construction inspector responsible for checking and verifying grade and material, as well as making sure City and State installation procedures were followed, verifying submittals, backfill materials; slurry, both one and two sack, crushed aggregate, tracer wire, manhole installation and placement of asphalt.

Water Improvements for the SOCO District, City of Fullerton, CA.* Inspector for this project that included 650 feet of 8-inch and 15 feet of 6-inch DIP water main. Appurtenances included 13 service laterals, three hot tap connections, three tie-ins, three fire hydrants, and the abandonment of various valves and water mains.

Brookdale & Highland Water Main Replacement/Sewer Project, City of Fullerton, CA.* Inspector oversaw the abandonment of an existing 6-inch sewer main and five existing sewer manholes, and the installation of 800 feet of 8-inch VCP sewer main and reconnection of six new manholes.

**Work performed prior to joining Ardurra*

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **15.**

FROM: Alicia Velasco, Planning Director

DATE: 06/12/2023

SUBJECT: Approve an Agreement with Lisa Wise Consulting, Inc. for an Inclusionary Housing Feasibility and Fee Modification Study

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RECOMMENDATION

Approve a contract services agreement with Lisa Wise Consulting, Inc. for an Inclusionary Housing Feasibility and Fee Modification Study in the amount of $60,480 and authorize a 15% contingency of $9,072.

DISCUSSION

The 2021-2029 Housing Element commits to assessing the feasibility of inclusionary housing and fee modification programs to spur affordable housing development. Inclusionary housing programs require residential projects to allocate units to lower income households. The feasibility study will evaluate inclusionary ordinance options, household affordability levels, applicability requirements, and compliance methods for housing developers. In addition, it will analyze the impact of an inclusionary program on market rate housing development. The fee modification study will consider the economic benefits of fee modifications for developments subject to inclusionary requirements. Fee modifications may include waivers, reductions, or deferrals.

The City issued a Request for Proposals (RFP) for the Inclusionary Housing Feasibility and Fee Modification Study in March and received five proposals: Economic and Planning Systems (EPS), Lisa Wise Consulting (LWC), ECONorthwest, RSG, and Placeworks. LWC ($49,800) and EPS ($48,740) were selected for interviews and LWC is recommended, having demonstrated a better understanding of project, particularly the fee modification study. LWC has completed similar studies for cities such as San Gabriel, Novato, and St. Helena.

In collaboration the PLanning department, LWC updated its initial scope of work to include an additional City Council workshop and a public hearing, resulting in $60,480 agreement. The recommended 15% contingency will cover any additional public hearings, workshops, and outreach.

BUDGET IMPACT

The FY 2022-23 Budget includes $400,000 for Housing Element Implementation assistance and sufficient amounts are available for the $69,552 cost of the recommended agreement with LWC.

LEGAL REVIEW

The City Attorney has approved the agreement as to form.

APPROVED BY: Peter Grant, City Manager

Attachments

Contract Service Agreement

AGREEMENT FOR CONTRACT SERVICES

By and Between

CITY OF CYPRESS

and

LISA WISE CONSULTING, INC.

AGREEMENT FOR CONTRACT SERVICES
BY AND BETWEEN THE CITY OF CYPRESS AND
LISA WISE CONSULTING, INC.

THIS AGREEMENT FOR CONTRACT SERVICES (herein "Agreement") is made and entered into this day of 2023 by and between the City of Cypress, a California municipal corporation ("City") and Lisa Wise Consulting, Inc. ("Contractor"). City and Contractor are sometimes hereinafter individually referred to as "Party" and hereinafter collectively referred to as the "Parties."

RECITALS

A. City has sought, by issuance of a Request for Proposals or Invitation for Bids, the performance of the services defined and described particularly in Article 1 of this Agreement.

B. Contractor, following submission of a proposal or bid for the performance of the services defined and described particularly in Article 1 of this Agreement, was selected by the City to perform those services.

C. Pursuant to the City of Cypress's Charter and Municipal Code, City has authority to enter into and execute this Agreement.

D. The Parties desire to formalize the selection of Contractor for performance of those services defined and described particularly in Article 1 of this Agreement and desire that the terms of that performance be as particularly defined and described herein.

OPERATIVE PROVISIONS

NOW, THEREFORE, in consideration of the mutual promises and covenants made by the Parties and contained herein and other consideration, the value and adequacy of which are hereby acknowledged, the parties agree as follows:

ARTICLE 1. SERVICES OF CONSULTANT

1.1 Scope of Services.

In compliance with all terms and conditions of this Agreement, the Contractor shall provide those services specified in the "Scope of Services" attached hereto as Exhibit "A" and incorporated herein by this reference, which may be referred to herein as the "services" or "work" hereunder. As a material inducement to the City entering into this Agreement, Contractor represents and warrants that it has the qualifications, experience, and facilities necessary to properly perform the services required under this Agreement in a thorough, competent, and professional manner, and is experienced in performing the work and services contemplated herein. Contractor shall at all times faithfully, competently and to the best of its ability, experience and talent, perform all services described herein. Contractor covenants that it shall follow the highest professional standards in performing the work and services required hereunder and that all materials will be both of good quality as well as fit for the purpose intended. For purposes of this Agreement, the phrase "highest professional standards" shall mean those standards of practice recognized by one or more first-class firms performing similar work under similar circumstances.

1.2 Contractor's Proposal.

The Scope of Service shall include the Contractor's scope of work or bid which shall be incorporated herein by this reference as though fully set forth herein. In the event of any inconsistency between the terms of such proposal and this Agreement, the terms of this Agreement shall govern.

1.3 Compliance with Law.

Contractor shall keep itself informed concerning, and shall render all services hereunder in accordance with, all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental entity having jurisdiction in effect at the time service is rendered.

1.4 Licenses, Permits, Fees and Assessments.

Contractor shall obtain at its sole cost and expense such licenses, permits and approvals as may be required by law for the performance of the services required by this Agreement. Contractor shall have the sole obligation to pay for any fees, assessments and taxes, plus applicable penalties and interest, which may be imposed by law and arise from or are necessary for the Contractor's performance of the services required by this Agreement, and shall indemnify, defend and hold harmless City, its officers, employees or agents of City, against any such fees, assessments, taxes, penalties or interest levied, assessed or imposed against City hereunder.

1.5 Familiarity with Work.

By executing this Agreement, Contractor warrants that Contractor (i) has thoroughly investigated and considered the scope of services to be performed, (ii) has carefully considered how the services should be performed, and (iii) fully understands the facilities, difficulties and restrictions attending performance of the services under this Agreement. If the services involve work upon any site, Contractor warrants that Contractor has or will investigate the site and is or will be fully acquainted with the conditions there existing, prior to commencement of services hereunder. Should the Contractor discover any latent or unknown conditions, which will materially affect the performance of the services hereunder, Contractor shall immediately inform the City of such fact and shall not proceed except at Contractor's risk until written instructions are received from the Contract Officer.

1.6 Care of Work.

The Contractor shall adopt reasonable methods during the life of the Agreement to furnish continuous protection to the work, and the equipment, materials, papers, documents, plans, studies and/or other components thereof to prevent losses or damages, and shall be responsible for all such damages, to persons or property, until acceptance of the work by City, except such losses or damages as may be caused by City's own negligence.

1.7 Further Responsibilities of Parties.

Both parties agree to use reasonable care and diligence to perform their respective obligations under this Agreement. Both parties agree to act in good faith to execute all instruments,

prepare all documents and take all actions as may be reasonably necessary to carry out the purposes of this Agreement. Unless hereafter specified, neither party shall be responsible for the service of the other.

1.8 Additional Services.

City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract Officer to the Contractor, incorporating therein any adjustment in (i) the Contract Sum for the actual costs of the extra work, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Contractor. Any increase in compensation of up to ten percent (10%) of the Contract Sum or $25,000, whichever is less; or, in the time to perform of up to one hundred eighty (180) days, may be approved by the Contract Officer. Any greater increases, taken either separately or cumulatively, must be approved by the City Council. It is expressly understood by Contractor that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services. Contractor hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Contractor anticipates and that Contractor shall not be entitled to additional compensation therefor. City may in its sole and absolute discretion have similar work done by other contractors. No claims for an increase in the Contract Sum or time for performance shall be valid unless the procedures established in this Section are followed.

1.9 Special Requirements.

Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the "Special Requirements" attached hereto as Exhibit "B" and incorporated herein by this reference. In the event of a conflict between the provisions of Exhibit "B" and any other provisions of this Agreement, the provisions of Exhibit "B" shall govern.

ARTICLE 2. COMPENSATION AND METHOD OF PAYMENT.

2.1 Contract Sum.

Subject to any limitations set forth in this Agreement, City agrees to pay Contractor the amounts specified in the "Schedule of Compensation" attached hereto as Exhibit "C" and incorporated herein by this reference. The total compensation, including reimbursement for actual expenses, shall not exceed Sixty-thousand four hundred eighty Dollars ($60,480) (the "Contract Sum"), unless additional compensation is approved pursuant to Section 1.8.

2.2 Method of Compensation.

The method of compensation may include: (i) a lump sum payment upon completion; (ii) payment in accordance with specified tasks or the percentage of completion of the services, less contract retention; (iii) payment for time and materials based upon the Contractor's rates as specified in the Schedule of Compensation, provided that (a) time estimates are provided for the performance of sub tasks, (b) contract retention is maintained, and (c) the Contract Sum is not exceeded; or (iv) such other methods as may be specified in the Schedule of Compensation.

2.3 Reimbursable Expenses.

Compensation may include reimbursement for actual and necessary expenditures for reproduction costs, telephone expenses, and travel expenses approved by the Contract Officer in advance, or actual subcontractor expenses of an approved subcontractor pursuant to Section 4.5, and only if specified in the Schedule of Compensation. The Contract Sum shall include the attendance of Contractor at all project meetings reasonably deemed necessary by the City. Coordination of the performance of the work with City is a critical component of the services. If Contractor is required to attend additional meetings to facilitate such coordination, Contractor shall not be entitled to any additional compensation for attending said meetings.

2.4 Invoices.

Each month Contractor shall furnish to City an original invoice for all work performed and expenses incurred during the preceding month in a form approved by City's Director of Finance. By submitting an invoice for payment under this Agreement, Contractor is certifying compliance with all provisions of the Agreement. The invoice shall detail charges for all necessary and actual expenses by the following categories: labor (by sub-category), travel, materials, equipment, supplies, and sub-contractor contracts. Sub-contractor charges shall also be detailed by such categories. Contractor shall not invoice City for any duplicate services performed by more than one person.

City shall independently review each invoice submitted by the Contractor to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement. Except as to any charges for work performed or expenses incurred by Contractor which are disputed by City, or as provided in Section 7.3, City will use its best efforts to cause Contractor to be paid within forty-five (45) days of receipt of Contractor's correct and undisputed invoice; however, Contractor acknowledges and agrees that due to City warrant run procedures, the City cannot guarantee that payment will occur within this time period. In the event any charges or expenses are disputed by City, the original invoice shall be returned by City to Contractor for correction and resubmission. Review and payment by City for any invoice provided by the Contractor shall not constitute a waiver of any rights or remedies provided herein or any applicable law.

2.5 Waiver.

Payment to Contractor for work performed pursuant to this Agreement shall not be deemed to waive any defects in work performed by Contractor.

ARTICLE 3. PERFORMANCE SCHEDULE

3.1 Time of Essence.

Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance.

Contractor shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the

"Schedule of Performance" attached hereto as Exhibit "D" and incorporated herein by this reference. When requested by the Contractor, extensions to the time period(s) specified in the Schedule of Performance may be approved in writing by the Contract Officer but not exceeding one hundred eighty (180) days cumulatively.

3.3 Force Majeure.

The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Contractor, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the City, if the Contractor shall within ten (10) days of the commencement of such delay notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay, and extend the time for performing the services for the period of the enforced delay when and if in the judgment of the Contract Officer such delay is justified. The Contract Officer's determination shall be final and conclusive upon the parties to this Agreement. In no event shall Contractor be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused, Contractor's sole remedy being extension of the Agreement pursuant to this Section.

3.4 Term.

Unless earlier terminated in accordance with Article 7 of this Agreement, this Agreement shall continue in full force and effect until completion of the services but not exceeding three (3) years from the date hereof, except as otherwise provided in the Schedule of Performance (Exhibit "D").

ARTICLE 4. COORDINATION OF WORK

4.1 Representatives and Personnel of Contractor.

The following principals of Contractor ("Principals") are hereby designated as being the principals and representatives of Contractor authorized to act in its behalf with respect to the work specified herein and make all decisions in connection therewith:

Lisa Wise	President, CEO
(Name)	(Title)
Henry Pontarelli	Vice President, Secretary
(Name)	(Title)
_____	_____
(Name)	(Title)

It is expressly understood that the experience, knowledge, capability and reputation of the foregoing principals were a substantial inducement for City to enter into this Agreement. Therefore, the foregoing principals shall be responsible during the term of this Agreement for directing all activities of Contractor and devoting sufficient time to personally supervise the services hereunder. All personnel of Contractor, and any authorized agents, shall at all times be

under the exclusive direction and control of the Principals. For purposes of this Agreement, the foregoing Principals may not be replaced nor may their responsibilities be substantially reduced by Contractor without the express written approval of City. Additionally, Contractor shall utilize only competent personnel to perform services pursuant to this Agreement. Contractor shall make every reasonable effort to maintain the stability and continuity of Contractor's staff and subcontractors, if any, assigned to perform the services required under this Agreement. Contractor shall notify City of any changes in Contractor's staff and subcontractors, if any, assigned to perform the services required under this Agreement, prior to and during any such performance.

4.2 Status of Contractor.

Contractor shall have no authority to bind City in any manner, or to incur any obligation, debt or liability of any kind on behalf of or against City, whether by contract or otherwise, unless such authority is expressly conferred under this Agreement or is otherwise expressly conferred in writing by City. Contractor shall not at any time or in any manner represent that Contractor or any of Contractor's officers, employees, or agents are in any manner officials, officers, employees or agents of City. Neither Contractor, nor any of Contractor's officers, employees or agents, shall obtain any rights to retirement, health care or any other benefits which may otherwise accrue to City's employees. Contractor expressly waives any claim Contractor may have to any such rights.

4.3 Contract Officer.

The Contract Officer shall be the Planning Director or such person as may be designated by the City Manager. It shall be the Contractor's responsibility to assure that the Contract Officer is kept informed of the progress of the performance of the services and the Contractor shall refer any decisions which must be made by City to the Contract Officer. Unless otherwise specified herein, any approval of City required hereunder shall mean the approval of the Contract Officer. The Contract Officer shall have authority, if specified in writing by the City Manager, to sign all documents on behalf of the City required hereunder to carry out the terms of this Agreement.

4.4 Independent Contractor.

Neither the City nor any of its employees shall have any control over the manner, mode or means by which Contractor, its agents or employees, perform the services required herein, except as otherwise set forth herein. City shall have no voice in the selection, discharge, supervision or control of Contractor's employees, servants, representatives or agents, or in fixing their number, compensation or hours of service. Contractor shall perform all services required herein as an independent contractor of City and shall remain at all times as to City a wholly independent contractor with only such obligations as are consistent with that role. Contractor shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of City. City shall not in any way or for any purpose become or be deemed to be a partner of Contractor in its business or otherwise or a joint venturer or a member of any joint enterprise with Contractor.

4.5 Prohibition Against Subcontracting or Assignment.

The experience, knowledge, capability and reputation of Contractor, its principals and employees were a substantial inducement for the City to enter into this Agreement. Therefore, Contractor shall not contract with any other entity to perform in whole or in part the services

required hereunder without the express written approval of the City. In addition, neither this Agreement nor any interest herein may be transferred, assigned, conveyed, hypothecated or encumbered voluntarily or by operation of law, whether for the benefit of creditors or otherwise, without the prior written approval of City. Transfers restricted hereunder shall include the transfer to any person or group of persons acting in concert of more than twenty five percent (25%) of the present ownership and/or control of Contractor, taking all transfers into account on a cumulative basis. In the event of any such unapproved transfer, including any bankruptcy proceeding, this Agreement shall be void. No approved transfer shall release the Contractor or any surety of Contractor of any liability hereunder without the express consent of City.

ARTICLE 5. INSURANCE AND INDEMNIFICATION

5.1 Insurance Coverages.

The Contractor shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to City, during the entire term of this Agreement including any extension thereof, the following policies of insurance which shall cover all elected and appointed officers, employees and agents of City:

(a) General Liability Insurance (Occurrence Form CG0001 or equivalent). A policy of comprehensive general liability insurance written on a per occurrence basis for bodily injury, personal injury and property damage. The policy of insurance shall be in an amount not less than $1,000,000.00 per occurrence or if a general aggregate limit is used, then the general aggregate limit shall be twice the occurrence limit.

(b) Worker's Compensation Insurance. A policy of worker's compensation insurance in such amount as will fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for the Contractor against any loss, claim or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by the Contractor in the course of carrying out the work or services contemplated in this Agreement.

(c) Automotive Insurance (Form CA 0001 (Ed 1/87) including "any auto" and endorsement CA 0025 or equivalent). A policy of comprehensive automobile liability insurance written on a per occurrence for bodily injury and property damage in an amount not less than $1,000,000. Said policy shall include coverage for owned, non-owned, leased, hired cars and any automobile.

(d) Professional Liability. Professional liability insurance appropriate to the Contractor's profession. This coverage may be written on a "claims made" basis, and must include coverage for contractual liability. The professional liability insurance required by this Agreement must be endorsed to be applicable to claims based upon, arising out of or related to services performed under this Agreement. The insurance must be maintained for at least 5 consecutive years following the completion of Contractor's services or the termination of this Agreement. During this additional 5-year period, Contractor shall annually and upon request of the City submit written evidence of this continuous coverage.

(e) Subcontractors. Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall include all of the requirements stated herein.

(f) Additional Insurance. Policies of such other insurance, as may be required in the Special Requirements in Exhibit "B".

5.2 General Insurance Requirements.

All of the above policies of insurance shall be primary insurance and shall name the City, its elected and appointed officers, employees and agents as additional insureds and any insurance maintained by City or its officers, employees or agents may apply in excess of, and not contribute with Contractor's insurance. The insurer is deemed hereof to waive all rights of subrogation and contribution it may have against the City, its officers, employees and agents and their respective insurers. Moreover, the insurance policy must specify that where the primary insured does not satisfy the self-insured retention, any additional insured may satisfy the self-insured retention.

All of said policies of insurance shall provide that said insurance may not be amended or cancelled by the insurer or any party hereto without providing thirty (30) days prior written notice by certified mail return receipt requested to the City. In the event any of said policies of insurance are cancelled, the Contractor shall, prior to the cancellation date, submit new evidence of insurance in conformance with Section 5.1 to the Contract Officer.

No work or services under this Agreement shall commence until the Contractor has provided the City with Certificates of Insurance, additional insured endorsement forms or appropriate insurance binders evidencing the above insurance coverages and said Certificates of Insurance or binders are approved by the City. City reserves the right to inspect complete, certified copies of and endorsements to all required insurance policies at any time. Any failure to comply with the reporting or other provisions of the policies including breaches or warranties shall not affect coverage provided to City.

All certificates shall name the City as additional insured (providing the appropriate endorsement) and shall conform to the following "cancellation" notice:

CANCELLATION:

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATED THEREOF, THE ISSUING COMPANY SHALL MAIL THIRTY (30)-DAY ADVANCE WRITTEN NOTICE TO CERTIFICATE HOLDER NAMED HEREIN.

[to be initialed] _____
Contractor Initials

City, its respective elected and appointed officers, directors, officials, employees, agents and volunteers are to be covered as additional insureds as respects: liability arising out of activities Contractor performs; products and completed operations of Contractor; premises owned, occupied or used by Contractor; or any automobiles owned, leased, hired or borrowed by Contractor. The

coverage shall contain no special limitations on the scope of protection afforded to City, and their respective elected and appointed officers, officials, employees or volunteers. Contractor's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

Any deductibles or self-insured retentions must be declared to and approved by City. At the option of City, either the insurer shall reduce or eliminate such deductibles or self-insured retentions as respects City or its respective elected or appointed officers, officials, employees and volunteers or the Contractor shall procure a bond guaranteeing payment of losses and related investigations, claim administration, defense expenses and claims. The Contractor agrees that the requirement to provide insurance shall not be construed as limiting in any way the extent to which the Contractor may be held responsible for the payment of damages to any persons or property resulting from the Contractor's activities or the activities of any person or persons for which the Contractor is otherwise responsible nor shall it limit the Contractor's indemnification liabilities as provided in Section 5.3.

In the event the Contractor subcontracts any portion of the work in compliance with Section 4.5 of this Agreement, the contract between the Contractor and such subcontractor shall require the subcontractor to maintain the same policies of insurance that the Contractor is required to maintain pursuant to Section 5.1, and such certificates and endorsements shall be provided to City.

5.3 Indemnification.

To the full extent permitted by law, Contractor agrees to indemnify, defend and hold harmless the City, its officers, employees and agents ("Indemnified Parties") against, and will hold and save them and each of them harmless from, any and all actions, either judicial, administrative, arbitration or regulatory claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities whether actual or threatened (herein "claims or liabilities") that may be asserted or claimed by any person, firm or entity arising out of or in connection with the negligent performance of the work, operations or activities provided herein of Contractor, its officers, employees, agents, subcontractors, or invitees, or any individual or entity for which Contractor is legally liable ("indemnitors"), or arising from Contractor's or indemnitors' reckless or willful misconduct, or arising from Contractor's or indemnitors' negligent performance of or failure to perform any term, provision, covenant or condition of this Agreement, and in connection therewith:

(a) Contractor will defend any action or actions filed in connection with any of said claims or liabilities and will pay all costs and expenses, including legal costs and attorney's fees incurred in connection therewith;

(b) Contractor will promptly pay any judgment rendered against the City, its officers, agents or employees for any such claims or liabilities arising out of or in connection with the negligent performance of or failure to perform such work, operations or activities of Contractor hereunder; and Contractor agrees to save and hold the City, its officers, agents, and employees harmless therefrom;

(c) In the event the City, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against Contractor for such damages or other claims arising out of or in connection with the negligent performance of or failure to perform the work,

operation or activities of Contractor hereunder, Contractor agrees to pay to the City, its officers, agents or employees, any and all costs and expenses incurred by the City, its officers, agents or employees in such action or proceeding, including but not limited to, legal costs and attorney's fees.

Contractor shall incorporate similar indemnity agreements with its subcontractors and if it fails to do so Contractor shall be fully responsible to indemnify City hereunder therefore, and failure of City to monitor compliance with these provisions shall not be a waiver hereof. This indemnification includes claims or liabilities arising from any negligent or wrongful act, error or omission, or reckless or willful misconduct of Contractor in the performance of professional services hereunder. The provisions of this Section do not apply to claims or liabilities occurring as a result of City's sole negligence or willful acts or omissions, but, to the fullest extent permitted by law, shall apply to claims and liabilities resulting in part from City's negligence, except that design professionals' indemnity hereunder shall be limited to claims and liabilities arising out of the negligence, recklessness or willful misconduct of the design professional. The indemnity obligation shall be binding on successors and assigns of Contractor and shall survive termination of this Agreement.

5.4 Sufficiency of Insurer.

Insurance required by this Agreement shall be satisfactory only if issued by companies qualified to do business in California, rated "A" or better in the most recent edition of Best Rating Guide, The Key Rating Guide or in the Federal Register, and only if they are of a financial category Class VII or better, unless such requirements are waived by the Risk Manager of the City ("Risk Manager") due to unique circumstances. If this Agreement continues for more than 3 years duration, or in the event the risk manager determines that the work or services to be performed under this Agreement creates an increased or decreased risk of loss to the City, the Contractor agrees that the minimum limits of the insurance policies may be changed accordingly upon receipt of written notice from the Risk Manager.

ARTICLE 6. RECORDS, REPORTS, AND RELEASE OF INFORMATION

6.1 Records.

Contractor shall keep, and require subcontractors to keep, such ledgers, books of accounts, invoices, vouchers, canceled checks, reports, studies or other documents relating to the disbursements charged to City and services performed hereunder (the "books and records"), as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services. Any and all such documents shall be maintained in accordance with generally accepted accounting principles and shall be complete and detailed. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of City, including the right to inspect, copy, audit and make records and transcripts from such records. Such records shall be maintained for a period of three (3) years following completion of the services hereunder, and the City shall have access to such records in the event any audit is required. In the event of dissolution of Contractor's business, custody of the books and records may be given to City, and access shall be provided by Contractor's successor in interest. Notwithstanding the above, the Contractor shall fully cooperate with the City in providing access to the books and records if a public records request is made and disclosure is required by law including but not limited to the California Public Records Act.

6.2 Reports.

Contractor shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement as the Contract Officer shall require. Contractor hereby acknowledges that the City is greatly concerned about the cost of work and services to be performed pursuant to this Agreement. For this reason, Contractor agrees that if Contractor becomes aware of any facts, circumstances, techniques, or events that may or will materially increase or decrease the cost of the work or services contemplated herein or, if Contractor is providing design services, the cost of the project being designed, Contractor shall promptly notify the Contract Officer of said fact, circumstance, technique or event and the estimated increased or decreased cost related thereto and, if Contractor is providing design services, the estimated increased or decreased cost estimate for the project being designed.

6.3 Ownership of Documents.

All final drawings, specifications, maps, designs, photographs, studies, surveys, data, notes, computer files, reports, records, documents and other materials (the "documents and materials"), including any electronic documents and materials, prepared by Contractor, its employees, subcontractors and agents in the performance of this Agreement shall be the property of City and shall be delivered to City in a format of the City's choice upon request of the Contract Officer or upon the termination of this Agreement, and Contractor shall have no claim for further employment or additional compensation as a result of the exercise by City of its full rights of ownership use, reuse, or assignment of the documents and materials hereunder. Any use, reuse or assignment of such completed documents for other projects and/or use of uncompleted documents without specific written authorization by the Contractor will be at the City's sole risk and without liability to Contractor, and Contractor's guarantee and warranties shall not extend to such use, reuse or assignment. Contractor may retain copies of such documents for its own use. Contractor shall have the right to use the concepts embodied therein. All subcontractors shall provide for assignment to City of any documents or materials prepared by them, and in the event Contractor fails to secure such assignment, Contractor shall indemnify City for all damages resulting therefrom. Moreover, Contractor with respect to any documents and materials that may qualify as "works made for hire" as defined in 17 U.S.C. § 101, such documents and materials are hereby deemed "works made for hire" for the City.

6.4 Confidentiality and Release of Information.

(a) All information gained or work product produced by Contractor in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Contractor. Contractor shall not release or disclose any such information or work product to persons or entities other than City without prior written authorization from the Contract Officer.

(b) Contractor, its officers, employees, agents or subcontractors, shall not, without prior written authorization from the Contract Officer or unless requested by the City Attorney, voluntarily provide documents, declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement. Response to a subpoena or court order shall not be considered "voluntary" provided Contractor gives City notice of such court order or subpoena.

(c) If Contractor, or any officer, employee, agent or subcontractor of Contractor, provides any information or work product in violation of this Agreement, then City shall have the right to reimbursement and indemnity from Contractor for any damages, costs and fees, including attorney's fees, caused by or incurred as a result of Contractor's conduct.

(d) Contractor shall promptly notify City should Contractor, its officers, employees, agents or subcontractors be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed there under. City retains the right, but has no obligation, to represent Contractor or be present at any deposition, hearing or similar proceeding. Contractor agrees to cooperate fully with City and to provide City with the opportunity to review any response to discovery requests provided by Contractor. However, this right to review any such response does not imply or mean the right by City to control, direct, or rewrite said response.

ARTICLE 7. ENFORCEMENT OF AGREEMENT AND TERMINATION

7.1 California Law.

This Agreement shall be interpreted, construed and governed both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Orange, State of California, or any other appropriate court in such county, and Contractor covenants and agrees to submit to the personal jurisdiction of such court in the event of such action. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Central District of California, in the County of Orange, State of California.

7.2 Disputes; Default.

In the event that Contractor is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Contractor for any work performed after the date of default. Instead, the City may give notice to Contractor of the default and the reasons for the default. The notice shall include the timeframe in which Contractor may cure the default. This timeframe is presumptively thirty (30) days, but may be extended, though not reduced, if circumstances warrant. During the period of time that Contractor is in default, the City shall hold all invoices and shall, when the default is cured, proceed with payment on the invoices. In the alternative, the City may, in its sole discretion, elect to pay some or all of the outstanding invoices during the period of default. If Contractor does not cure the default, the City may take necessary steps to terminate this Agreement under this Article. Any failure on the part of the City to give notice of the Contractor's default shall not be deemed to result in a waiver of the City's legal rights or any rights arising out of any provision of this Agreement.

7.3 Retention of Funds.

Contractor hereby authorizes City to deduct from any amount payable to Contractor (whether or not arising out of this Agreement) (i) any amounts the payment of which may be in dispute hereunder or which are necessary to compensate City for any losses, costs, liabilities, or damages suffered by City, and (ii) all amounts for which City may be liable to third parties, by

reason of Contractor's acts or omissions in performing or failing to perform Contractor's obligation under this Agreement. In the event that any claim is made by a third party, the amount or validity of which is disputed by Contractor, or any indebtedness shall exist which shall appear to be the basis for a claim of lien, City may withhold from any payment due, without liability for interest because of such withholding, an amount sufficient to cover such claim. The failure of City to exercise such right to deduct or to withhold shall not, however, affect the obligations of the Contractor to insure, indemnify, and protect City as elsewhere provided herein.

7.4 Waiver.

Waiver by any party to this Agreement of any term, condition, or covenant of this Agreement shall not constitute a waiver of any other term, condition, or covenant. Waiver by any party of any breach of the provisions of this Agreement shall not constitute a waiver of any other provision or a waiver of any subsequent breach or violation of any provision of this Agreement. Acceptance by City of any work or services by Contractor shall not constitute a waiver of any of the provisions of this Agreement. No delay or omission in the exercise of any right or remedy by a non-defaulting party on any default shall impair such right or remedy or be construed as a waiver. Any waiver by either party of any default must be in writing and shall not be a waiver of any other default concerning the same or any other provision of this Agreement.

7.5 Rights and Remedies are Cumulative.

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

7.6 Legal Action.

In addition to any other rights or remedies, either party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding any contrary provision herein, Contractor shall file a statutory claim pursuant to Government Code Sections 905 et. seq. and 910 et. seq., in order to pursue a legal action under this Agreement.

7.7 Termination Prior to Expiration of Term.

This Section shall govern any termination of this Contract except as specifically provided in the following Section for termination for cause. The City reserves the right to terminate this Contract at any time, with or without cause, upon written notice to Contractor. In addition, the Contractor may terminate this Contract for cause, upon sixty (60) days' advance written notice to City. Upon receipt of any notice of termination, Contractor shall immediately cease all services hereunder except such as may be specifically approved by the Contract Officer. Except where the Contractor has initiated termination, the Contractor shall be entitled to compensation for all services rendered prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation or such as may be approved by the Contract Officer, except as provided in Section 7.3. In the event

the Contractor has initiated termination, the Contractor shall be entitled to compensation only for the reasonable value of the work product actually produced hereunder. In the event of termination without cause pursuant to this Section, the terminating party need not provide the non-terminating party with the opportunity to cure pursuant to Section 7.2.

7.8 Termination for Default of Contractor.

If termination is due to the failure of the Contractor to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and the Contractor shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the City shall use reasonable efforts to mitigate such damages), and City may withhold any payments to the Contractor for the purpose of set-off or partial payment of the amounts owed the City as previously stated.

7.9 Attorney's Fees.

If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which may be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees. Attorney's fees shall include attorney's fees on any appeal, and in addition a party entitled to attorney's fees shall be entitled to all other reasonable costs for investigating such action, taking depositions and discovery and all other necessary costs the court allows which are incurred in such litigation. All such fees shall be deemed to have accrued on commencement of such action and shall be enforceable whether or not such action is prosecuted to judgment.

ARTICLE 8. CITY OFFICERS AND EMPLOYEES: NON-DISCRIMINATION

8.1 Non-liability of City Officers and Employees.

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

8.2 Conflict of Interest.

Contractor covenants that neither it, nor any officer or principal of its firm, has or shall acquire any interest, directly or indirectly, which would conflict in any manner with the interests of City or which would in any way hinder Contractor's performance of services under this Agreement. Contractor further covenants that in the performance of this Agreement, no person having any such interest shall be employed by it as an officer, employee, agent or subcontractor without the express written consent of the Contract Officer. Contractor agrees to at all times avoid conflicts of interest or the appearance of any conflicts of interest with the interests of City in the performance of this Agreement.

8.3 Covenant Against Discrimination.

Contractor covenants that, by and for itself, its heirs, executors, assigns, and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry or other protected class in the performance of this Agreement. Contractor shall take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry or other protected class.

8.4 Unauthorized Aliens.

Contractor hereby promises and agrees to comply with all of the provisions of the Federal Immigration and Nationality Act, 8 U.S.C.A. §§ 1101, *et seq.*, as amended, and in connection therewith, shall not employ unauthorized aliens as defined therein. Should Contractor so employ such unauthorized aliens for the performance of work and/or services covered by this Agreement, and should any liability or sanctions be imposed against City for such use of unauthorized aliens, Contractor hereby agrees to and shall reimburse City for the cost of all such liabilities or sanctions imposed, together with any and all costs, including attorney's fees, incurred by City.

ARTICLE 9. MISCELLANEOUS PROVISIONS

9.1 Notices.

Any notice, demand, request, document, consent, approval, or communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the City, to the City Manager and to the attention of the Contract Officer (with her/his name and City title), City of Cypress, 5275 Orange Avenue, Cypress, California 90630 and in the case of the Contractor, to the person(s) at the address designated on the execution page of this Agreement. Either party may change its address by notifying the other party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

9.2 Interpretation.

The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

9.3 Counterparts.

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.

9.4 Integration; Amendment.

This Agreement including the attachments hereto is the entire, complete and exclusive expression of the understanding of the parties. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. No amendment to or modification of this Agreement shall be valid unless made in writing and approved by the Contractor and by the City Council. The parties agree that this requirement for written modifications cannot be waived and that any attempted waiver shall be void.

9.5 Severability.

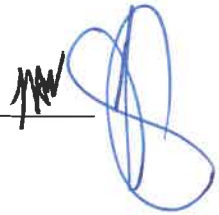
In the event that any one or more of the phrases, sentences, clauses, paragraphs, or sections contained in this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining phrases, sentences, clauses, paragraphs, or sections of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

9.6 Warranty & Representation of Non-Collusion.

No official, officer, or employee of City has any financial interest, direct or indirect, in this Agreement, nor shall any official, officer, or employee of City participate in any decision relating to this Agreement which may affect his/her financial interest or the financial interest of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any State or municipal statute or regulation. The determination of "financial interest" shall be consistent with State law and shall not include interests found to be "remote" or "noninterests" pursuant to Government Code Sections 1091 or 1091.5.

Nor shall any such officer or employee participate in any decision relating to the Agreement which affects her/his financial interest or the financial interest of any corporation, partnership or association in which (s)he is, directly or indirectly, interested, in violation of any State statute or regulation, including but not limited to the Political Reform Act (Government Code Sections 81000, *et seq.*)

Contractor warrants and represents that it has not paid or given, and will not pay or give, to any third party including, but not limited to, any City official, officer, or employee, any money, consideration, or other thing of value as a result or consequence of obtaining or being awarded any agreement. Contractor further warrants and represents that (s)he/it has not engaged in any act(s), omission(s), or other conduct or collusion that would result in the payment of any money, consideration, or other thing of value to any third party including, but not limited to, any City official, officer, or employee, as a result of consequence of obtaining or being awarded any agreement. Contractor is aware of and understands that any such act(s), omission(s) or other conduct resulting in such payment of money, consideration, or other thing of value will render this Agreement void and of no force or effect.

Contractor's Authorized Initials 

9.7 Corporate Authority.

The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which said party is bound. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties.

9.8 Electronic Signatures.

This Agreements and related documents to be entered into in connection with this Agreement may be signed by the Parties using facsimile or digital signatures to the fullest extent allowed by law pursuant to Government Code section 16.5, as may be amended. Such facsimile or electronic mail copies will be treated in all respects as having the same effect as an original signature.

[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year first-above written.

CITY:
City of Cypress, a municipal corporation

Anne Hertz-Mallari, Mayor

ATTEST:

Alisha Farnell, City Clerk

APPROVED AS TO FORM:
ALESHIRE & WYNDER, LLP

Fred Galante, City Attorney

CONSULTANT:

Lisa Wise Consulting

By:

Name: Lisa Wise, AICP
Title: President, CEO
Address: 983 Osos Street, San Luis Obispo, CA 93402

By:

Name: Henry Pontarelli
Title: Vice President, Secretary
Address: 983 Osos Street, San Luis Obispo, CA 93402

Two corporate officer signatures required when Contractor is a corporation, with one signature required from each of the following groups: 1) Chairman of the Board, President or any Vice President; and 2) Secretary, any Assistant Secretary, Chief Financial Officer or any Assistant Treasurer. CONSULTANT'S SIGNATURES SHALL BE DULY NOTARIZED, AND APPROPRIATE ATTESTATIONS SHALL BE INCLUDED AS MAY BE REQUIRED BY THE BYLAWS, ARTICLES OF INCORPORATION, OR OTHER RULES OR REGULATIONS APPLICABLE TO CONSULTANT'S BUSINESS ENTITY.

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

STATE OF CALIFORNIA

COUNTY OF ORANGE

On _____, 2020 before me, _____, personally appeared _____, proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____

OPTIONAL

Though the data below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent reattachment of this form.

CAPACITY CLAIMED BY SIGNER

- ☐ INDIVIDUAL
- ☐ CORPORATE OFFICER

_____
TITLE(S)

- ☐ PARTNER(S) ☐ LIMITED ☐ GENERAL
- ☐ ATTORNEY-IN-FACT
- ☐ TRUSTEE(S)
- ☐ GUARDIAN/CONSERVATOR
- ☐ OTHER_____

SIGNER IS REPRESENTING:
(NAME OF PERSON(S) OR ENTITY(IES))

_____

_____

DESCRIPTION OF ATTACHED DOCUMENT

_____
TITLE OR TYPE OF DOCUMENT

_____
NUMBER OF PAGES

_____
DATE OF DOCUMENT

_____
SIGNER(S) OTHER THAN NAMED ABOVE

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy or validity of that document.

STATE OF CALIFORNIA

COUNTY OF ORANGE

On _____, 2020 before me, _____, personally appeared _____, proved to me on the basis of satisfactory evidence to be the person(s) whose names(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____

OPTIONAL

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CAPACITY CLAIMED BY SIGNER

☐ INDIVIDUAL
☐ CORPORATE OFFICER

_____
TITLE(S)

☐ PARTNER(S) ☐ LIMITED ☐ GENERAL
☐ ATTORNEY-IN-FACT
☐ TRUSTEE(S)
☐ GUARDIAN/CONSERVATOR
☐ OTHER_____

_____

SIGNER IS REPRESENTING:
(NAME OF PERSON(S) OR ENTITY(IES))

_____

_____

DESCRIPTION OF ATTACHED DOCUMENT

_____
TITLE OR TYPE OF DOCUMENT

_____
NUMBER OF PAGES

_____
DATE OF DOCUMENT

_____
SIGNER(S) OTHER THAN NAMED ABOVE

EXHIBIT "A"
SCOPE OF SERVICES

See attached scope of services.

SCOPE OF WORK

Task 1: Program Administration

Task 1.1: Kick-off Meeting. LWC will convene and lead a virtual kick-off meeting with City staff to establish project management and communication protocols, refine the scope of work and schedule, review data needs, confirm timing on milestones, and clarify roles and responsibilities.

Task 1.2: Project Management and Team Meetings. LWC will establish regular calls with City staff to ensure ongoing coordination, assess progress, and make adjustments to the project as needed. Management of the project, communications with the City, and progress tracking will be included in this task.

Task 1 Deliverables

- *Agendas for biweekly project calls with City staff (6 calls)*

Task 2: Inclusionary Housing Economic Feasibility Study

Task 2.1: Approach. LWC will prepare a concise memo (1 to 2 pages) that describes the economic feasibility study methodology. The memo will provide the opportunity for city staff to review and approve the study's methodology and variables including the design of the housing typologies, potential tests sites or zones, key assumptions, and the study's overall framework.

Task 2.2: Economic Feasibility Study. Based on the approved methodology established in the approach memo in Tasks 2.1, LWC will develop an economic feasibility study that evaluates inclusionary housing ordinance options, including the percent of onsite inclusionary units required, household income affordability levels, applicability requirements, and alternative methods of compliance, which will include an analysis of in-lieu fee amounts.

LWC will develop a static proforma model to evaluate inclusionary housing ordinance options and ensure an inclusionary program for the City is appropriately calibrated with local market conditions to incentivize the production of housing and not constrain it. Through the static proforma, which reflects market conditions for a specific point in time, LWC will assess the developer's return on investment and identify the capacity for projects to support the addition of required affordable units.

As part of the study, LWC will also conduct a comparative analysis of current inclusionary housing programs in comparable cities in the region that evaluates components of the programs and local market conditions that may shape these components. LWC will also perform an existing conditions analysis reviewing residential development costs and residential market demand.

Task 2.3: Recommendations for Inclusionary Housing Program. LWC will prepare a recommendations memo for an inclusionary housing program based on the results of the economic feasibility study in Task 2.2. The recommendations will address inclusionary housing ordinance variables including rental vs. for sale projects, applicability requirements based on type and size of projects, percentage of required onsite affordable housing units, targeted household income levels, alternative means of compliance, and potential incentives the City could provide to encourage the development of housing for special needs groups such as extremely low-income households.

Task 2 Deliverables

- *Approach and Methodology Memo (draft and final)*
- *Recommendations Memo (draft and final)*

Task 3: Fee Modification Study

Task 3.1: Fee Modification Study. LWC will perform an analysis of potential fee modification options that the City could allow to incentivize the development of affordable housing and further the goals of the City's 6th Cycle Housing Element. The analysis will include a review of waivers, reductions, and deferrals of City fees and will demonstrate the potential impacts of fee modifications through project examples. The study will also include a comparative analysis of current fee modification policies in comparable cities and discuss how the fee modification strategies would benefit residential projects providing affordable housing, and the potential financial impacts to the City as a result of the implementation of fee modification policies. LWC will summarize the findings of the fee modification study in a memo that will include a range of fee modification options for City Council to consider.

Task 3 Deliverables

- *Fee Modification Study Memo Report (draft and final)*

Task 4: Stakeholder Engagement and Public Hearings

Task 4.1: Focus Groups. LWC will facilitate three focus groups involving City staff, market-rate housing developers, and affordable housing developers. LWC will lead the focus group meetings, and the City will be responsible for identifying potential participants and hosting the focus groups online via a video conferencing platform. Following the completion of all three focus groups, LWC will prepare a concise memo (1 to 2 pages) summarizing the feedback from the meetings.

Task 4.2 Workshop #1 Information Session. LWC will prepare a study session for the City Council on inclusionary housing ordinances. This workshop will cover the history and legal basis of inclusionary programs in California, their role in producing affordable housing and a description of program requirements. Examples of successful programs in other communities will be presented. This session will be conducted in person at a City Council meeting.

Task 4.3: Workshop #2 Recommendations. LWC will participate in a workshop with City Council and will present the findings and recommendations from the Inclusionary Housing Economic Feasibility Study and Fee Modification Study. This session will be conducted in person at a City Council meeting.

Task 4.4: Adoption Hearing. LWC will prepare materials/presentations for and present at a City Council hearing to support adoption of the Inclusionary Housing Ordinance. This session will be conducted in person at a City Council meeting.

Task 4 Deliverables

- *Focus Groups (3) agendas (draft and final)*
- *Focus Groups Summary Memo (draft and final)*
- *Two (2) City Council Workshop Presentations (draft and final)*
- *Adoption Hearing Presentation (draft and final)*

EXHIBIT "B"
SPECIAL REQUIREMENTS
(Superseding Contract Boilerplate)

2.2 Method of Compensation.

The method of compensation: payment in accordance with specified tasks or the percentage of completion of the services.

7.7 Termination Prior to Expiration of Term.

This Section shall govern any termination of this Contract except as specifically provided in the following Section for termination for cause. The City reserves the right to terminate this Contract at any time, with or without cause, upon written notice to Contractor. In addition, the Contractor may terminate this Contract for cause, upon thirty (30) days' advance written notice to City. Upon receipt of any notice of termination, Contractor shall immediately cease all services hereunder except such as may be specifically approved by the Contract Officer. Except where the Contractor has initiated termination, the Contractor shall be entitled to compensation for all services rendered prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation or such as may be approved by the Contract Officer, except as provided in Section 7.3. In the event the Contractor has initiated termination, the Contractor shall be entitled to compensation only for the reasonable value of the work product actually produced hereunder. In the event of termination without cause pursuant to this Section, the terminating party need not provide the non-terminating party with the opportunity to cure pursuant to Section 7.2.

EXHIBIT "C"
SCHEDULE OF COMPENSATION

See attached schedule of compensation.

City of Cypress Inclusionary Housing Feasibility Study and Fee Modification Study

LISA WISE CONSULTING, INC.		Principal $295		Director $250		Lead Associate $175		Associate $155		Total	
		Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee
Task 1	**Program Administration**										
1.1	Kick-off Meeting		$ -	4	$ 1,000	4	$ 700	4	$ 620	12	2,320
1.2	Project Team Meetings		$ -	12	$ 3,000	12	$ 2,100	12	$ 1,860	36	6,960
	SUBTOTAL - TASK 1	-	$ -	16	$ 4,000	16	$ 2,800	16	$ 2,480	48	$ 9,280
Task 2	**Inclusionary Housing Economic Feasibility Study**										
2.1	Approach	2	$ 590	2	$ 500	4	$ 700	4	$ 620	12	$ 2,410
2.2	Economic Feasibility Study	2	$ 590	6	$ 1,500	28	$ 4,900	12	$ 1,860	48	$ 8,850
2.3	Recommendations for Inclusionary Housing Program	2	$ 590	4	$ 1,000	16	$ 2,800	8	$ 1,240	30	$ 5,630
	SUBTOTAL - TASK 2	6	$ 1,770	12	$ 3,000	48	$ 8,400	24	$ 3,720	90	$ 16,890
Task 3	**Fee Modification Study**										
3.1	Fee Modification Study	2	$ 590	6	$ 1,500	24	$ 4,200	16	$ 2,480	48	$ 8,770
	SUBTOTAL - TASK 3	2	$ 590	6	$ 1,500	24	$ 4,200	16	$ 2,480	48	$ 8,770
Task 4	**Stakeholder Engagement and Public Hearings**										
4.1	Focus Groups (3)		$ -	12	$ 3,000	16	$ 2,800	16	$ 2,480	44	$ 8,280
4.2	Workshop #1 Information Session		$ -	8	$ 2,000	12	$ 2,100	16	$ 2,480	36	$ 6,580
4.3	Workshop #2 Recommendations		$ -	8	$ 2,000	12	$ 2,100	16	$ 2,480	36	$ 6,580
4.4	Adoption Hearing		$ -	8	$ 2,000	12	$ 2,100		$ -	20	$ 4,100
	SUBTOTAL - TASK 4	-	$ -	36	$ 9,000	52	$ 9,100	48	$ 7,440	136	$ 25,540
Base Scope		8	$ 2,360	70	$ 17,500	140	$ 24,500	104	$ 16,120	322	$ 60,480
Project Total											$ 60,480

EXHIBIT "D"
SCHEDULE OF PERFORMANCE

Schedule of performance included within the Scope of Work, but can be modified with Planning Director approval.

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **16.**

FROM: Douglas Dancs, Director of Public Works

DATE: 06/12/2023

SUBJECT: **Accept the Concrete Rehabilitation, Project 319**

RECOMMENDATION

1. Accept the Concrete Rehabilitation, Project 319, in the amount of $259,216 and approve the final payment of $12,960.80 to CT&T Concrete Paving Inc.; and

2. Authorize the City Engineer to file a Notice of Completion with the County Recorder.

DISCUSSION

On November 14, 2022, the City Council awarded a construction contract to CT&T Concrete Paving, Inc. for the annual Concrete Rehabilitation project. The project replaced over 12,600 square feet of concrete sidewalks, 290 square feet of driveway approaches, and 900 linear feet of curb and gutter at various locations. The work began in February and was completed in April.

Public Works will release the Labor and Materials Bond and the Faithful Performance Bond upon expiration of the required lien period.

BUDGET IMPACT

The estimated cost of construction and inspection was $338,152.80, and final project costs total $295,831 as summarized in the attached table. Sufficient amounts are budgeted in the City Capital Projects Fund for these project costs.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Cost Table

PROJECT COST TABLE

Concrete Rehabilitation
Project 319

Item Description	Original Amount	Actual Expenditures	Difference
Construction			
Construction	$ 231,882.80	$ 231,882.80	$ -
Construction Contingency	34,800.00	27,333.20 *	7,466.80
Sub-total Construction	$ 266,682.80	$ 259,216.00	$ 7,466.80
Project Management & Inspection			
Inspection	$ 64,970.00	$ 36,615.00	$ 28,355.00
Inspection Contingency	6,500.00	-	6,500.00
Sub-total Construction	$ 71,470.00	$ 36,615.00	$ 34,855.00
Total Project	**$ 338,152.80**	**$ 295,831.00**	**$ 42,321.80**

* Includes a change order for differences between estimated and actual field quantities

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **17.**

FROM: Matt Burton, Director of Finance and Administrative Services

DATE: 06/12/2023

SUBJECT: **Receive and File the Investment Report for the Month Ended April 30, 2023**

RECOMMENDATION

Receive and file the attached investment report.

DISCUSSION

California Government Code Section 53607 and Cypress Municipal Code Section 2-18(f) requires the submission of a monthly investment report to the City Council. As of April 30, 2023, the City had $198.6 million (current market value) in cash and investments and the interest return (yield) on the public funds investments was 3.95%. As required by the Government Code, all investments are in conformity with the City's investment policy and sufficient cash flows are available to meet the next six months of estimated expenditures.

The attached Summary of Cash and Investments presents the investments held by the City of Cypress as of April 30, 2023. The Investment Report consists of the following five summaries:

1. Summary of Cash and Investments - Provides the total portfolio of the City.
2. Changes in Cash and Investments - Provides a two-month cash flow analysis by fund type. These separate fund types allow for restricted monies to be segregated and tracked separately. The total ending amount agrees to the current market value shown in the Summary of Cash and Investments.
3. Investments at Market Value by Maturity Date - Provides a list of investments by maturity date, and an indication of the liquidity (ability to turn into cash) of the investments. The California Government Code restricts the type of investments eligible for public funds. The City’s Investment Policy further defines permitted investments. These restrictions in investment types and the terms of allowable investments tend to result in limited yields on City investments.
4. Interfund Investments - Shows all authorized and outstanding loans between City funds. The loans from the Infrastructure Reserve Fund to the Cypress Recreation and Park District General Fund relate to the construction of Lexington Park and the rehabilitation of Arnold Cypress Park.

5. Summary of Cash and Investments Held In Trust - Shows the investments held in trust by the Public Agency Retirement Services (PARS) for offsetting unfunded pension liabilities. The pension trust amounts can only be used for future pension obligations. The legal restrictions on the allowable investment types are less restrictive than those in the City's portfolio, which provides the potential for higher yields to be earned on investments held in the pension trust.

As mentioned previously, the City had $198.6 million (current market value) in cash and investments at April 30, 2023. The investments included Federal Agencies and US Treasuries Debt ($145.9 million) and Investment Pools ($50.3). The City's bank accounts held $2.4 million on April 30, 2023.

A portion of the investment portfolio is with the State Investment Pool (Local Agency Investment Fund or LAIF) in which the State's investment experts provide a diversified investment pool for local agencies to invest. By using the combined size of the participating cities and agencies, the State Pool provides a competitive yield, liquidity and investment diversification and management that would otherwise be unavailable to a single entity.

The amount of cash in the City’s checking accounts fluctuates based on the maturity of investments, daily cash receipts, and when vendors and employees are paid. The daily balances maintained in the checking accounts provide credits which offset monthly bank charges. In addition to the Federal Depository Insurance Corporation (FDIC) which insures the first $250,000, excess checking deposits are secured by banks, government, or mortgage securities valued between 110% and 150% of the deposits.

BUDGET IMPACT

None.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Investment Report for the Month Ended April 30, 2023

City of Cypress

Summary of Cash and Investments

As of April 30, 2023

	Type	Description	Bank/Agent	Investment Date	Maturity Date	Interest Rate	Carrying Value	Current Market Value (2)
(1)	Ckg	General Operating Account	Bank of the West		5/1/2023	-	$ 2,386,833.94	$ 2,386,833.94
	Pool	Local Agency Investment Fund	State Treasurer		5/1/2023	2.870	28,000,000.00	27,622,289.21
	Pool	Local Agency Investment Fund	State Treasurer		5/1/2023	2.870	23,000,000.00	22,689,737.57
	FFCB	Federal Farm Credit Bank	Bank of the West	2/21/2023	8/21/2024	4.875	10,000,000.00	10,006,700.00
	FFCB	Federal Farm Credit Bank	Bank of the West	10/27/2022	10/17/2024	4.620	5,000,000.00	4,956,900.00
	FFCB	Federal Farm Credit Bank	Bank of the West	1/10/2023	1/10/2025	4.310	3,010,800.00	3,000,870.00
	FFCB	Federal Farm Credit Bank	Bank of the West	3/22/2021	3/17/2025	0.700	4,000,000.00	3,724,400.00
	FFCB	Federal Farm Credit Bank	Bank of the West	1/13/2023	1/13/2026	4.000	2,000,000.00	2,001,400.00
	FFCB	Federal Farm Credit Bank	Bank of the West	3/2/2023	3/2/2026	4.478	5,003,000.00	5,068,650.00
	FHLB	Federal Home Loan Bank	Bank of the West	2/16/2023	8/16/2023	4.881	9,763,694.44	9,858,300.00
	FHLB	Federal Home Loan Bank	Bank of the West	5/9/2022	11/9/2023	2.611	5,000,000.00	4,942,200.00
	FHLB	Federal Home Loan Bank	Bank of the West	5/16/2022	2/16/2024	2.651	4,500,000.00	4,417,335.00
	FHLB	Federal Home Loan Bank	Bank of the West	2/27/2023	2/27/2024	5.125	10,000,000.00	10,012,900.00
	FHLB	Federal Home Loan Bank	Bank of the West	4/28/2022	4/19/2024	2.749	3,000,000.00	2,955,390.00
	FHLB	Federal Home Loan Bank	Bank of the West	5/27/2021	2/27/2025	0.660	3,000,000.00	2,792,490.00
	FHLB	Federal Home Loan Bank	Bank of the West	3/20/2023	6/20/2025	5.379	5,000,000.00	5,012,800.00
	FHLB	Federal Home Loan Bank	Bank of the West	3/28/2023	3/28/2028	6.100	5,000,000.00	4,983,500.00
	FHLMC	Freddie Mac	Bank of the West	7/28/2022	12/30/2024	3.350	4,000,000.00	3,908,440.00
	FHLMC	Freddie Mac	Bank of the West	1/30/2023	1/27/2025	5.000	10,000,000.00	9,929,000.00
	FHLMC	Freddie Mac	Bank of the West	9/21/2022	3/31/2025	4.320	5,000,000.00	4,935,150.00
	FHLMC	Freddie Mac	Bank of the West	9/30/2022	9/30/2025	4.750	5,000,000.00	4,954,750.00
	FHLMC	Freddie Mac	Bank of the West	3/13/2023	3/13/2026	5.625	10,000,000.00	9,963,500.00
	TSY	US Treasury Bill	Bank of the West	4/28/2022	6/30/2023	2.010	4,984,385.95	4,970,600.00
	TSY	US Treasury Bill	Bank of the West	4/25/2023	8/22/2023	5.011	19,679,361.11	19,686,600.00
	TSY	US Treasury Bill	Bank of the West	3/3/2023	8/31/2023	5.054	9,756,152.78	9,834,300.00
	TSY	US Treasury Bill	Bank of the West	7/28/2022	2/15/2024	2.957	3,991,953.27	3,932,200.00
	Ckg	Worker's Comp Account	Bank of the West		5/1/2023	-	50,000.00	50,000.00
	Ckg	Liability Account	California Bank & Trust		5/1/2023	-	8,500.00	8,500.00
							$ 200,134,681.49	$ 198,605,735.72

Average Weighted Yield to Maturity: 3.95%
Average Weighted Days to Maturity: 368.52

(1) Negative cash balance (if any) shown due to checks being issued at month end, transfer to cover checks not made until early in the following month.

(2) Current market value of securities with maturities in excess of 12 months (if any) are provided by third-party safekeeping agents.

I certify that this report reflects all Government Agency pooled investments and is in conformity with the Investment Policy of the City of Cypress. A copy of this Investment Policy is available at the Office of the Finance Director.

The Investment Program herein shown provides sufficient cash flow liquidity to meet six months estimated expenditures.

Signed: _____

Finance Director

City of Cypress

Changes in Cash/Investments

		2/28/2023	+RECEIPTS	(DISBURSEMENTS)	3/31/2023	+RECEIPTS	(DISBURSEMENTS)	4/30/2023
GENERAL								
111/114	GENERAL FUND/GENERAL FUND-GRANTS	$ 25,934,105	$ 4,738,329	$ (3,352,050)	$ 27,320,384	$ 6,111,372	$ (3,838,536)	$ 29,593,220
SPECIAL REVENUE								
115	PANDEMIC RELIEF	6,276	-	-	6,276	-	-	6,276
212	CRPD-GENERAL FUND	15,373,664	614,432	(744,434)	15,243,662	2,301,989	(448,080)	17,097,571
213	CRPD-PARK DEVELOPMENT	6,582	-	-	6,582	227,157	-	233,739
221	TRAFFIC SAFETY	33,136	4,568	-	37,704	4,759	-	42,463
230	STREETS	7,928,604	417,738	(1,469,796)	6,876,546	226,451	(179,503)	6,923,494
251	LIGHTING DISTRICT #2	5,770,966	109,974	(41,281)	5,839,659	708,944	(377,626)	6,170,977
261	STORM DRAIN	1,356,116	35,426	(48,535)	1,343,007	36,817	(30,720)	1,349,104
262	PLANNED LOCAL DRAINAGE FACILITY	1,058,507	-	-	1,058,507	6,896	-	1,065,403
271	CORP CNTR MAINT DISTRICT #1	188,761	17,882	(4,382)	202,261	15,598	(1,875)	215,984
280	ASSET SEIZURE	1,246,190	23,818	(8,676)	1,261,332	43,341	(3,684)	1,300,989
291	CABLE TV FRANCHISE AGREEMENT	742,386	-	-	742,386	-	-	742,386
301	SUPPLEMENTAL LAW ENFORCEMENT	75,318	4,986	(11,023)	69,281	23,065	(8,658)	83,688
321	SEWER FUND	7,251,867	106,625	(35,976)	7,322,516	155,360	(32,210)	7,445,666
471	LOW AND MODERATE HSG ASSET	24,876	900	(2,136)	23,640	1,573	(2,125)	23,088
CAPITAL PROJECTS								
415	CITY CAPITAL PROJECTS	17,069,659	38,107	(123,693)	16,984,073	192	(60,558)	16,923,707
416	INFRASTRUCTURE RESERVE	71,111,949	-	(16,252)	71,095,697	475,147	-	71,570,844
TRUST AND AGENCY								
600	TRUST AND AGENCY	1,574,568	19,757	(36,749)	1,557,576	103,391	(247,825)	1,413,142
611	BUSINESS ASSESSMENT DISTRICT	5,826	-	-	5,826	38	-	5,864
612	CFD #1 ASSESSMENT DISTRICT	153,575	-	-	153,575	-	-	153,575
620	REC & COMM SERVICES FOUNDATION	22,774	10,450	-	33,224	171	(800)	32,595
INTERNAL SERVICE								
710	CENTRAL SERVICES	3,787,067	226,596	(146,186)	3,867,477	222,719	(170,156)	3,920,040
720	CAPITAL REPLACEMENT	15,655,078	91,913	(47,265)	15,699,726	64,858	(23,651)	15,740,933
730	TECHNOLOGY IMPROVEMENT	2,289,081	-	-	2,289,081	-	-	2,289,081
750	EMPLOYEE BENEFITS	3,422,065	1,256,529	(886,580)	3,792,014	1,198,218	(760,209)	4,230,023
760	LIABILITY SELF INSURANCE	2,081,809	51,128	(360)	2,132,577	51,128	(3,605)	2,180,100
770	WORKERS COMP SELF INSURANCE	3,427,206	57,822	(61,203)	3,423,825	63,507	(76,007)	3,411,325
OTHER								
811/812	WESTCOMM JPA	4,486,882	116,696	(302,192)	4,301,386	576,694	(437,621)	4,440,459
		$ 192,084,893	$ 7,959,091	$ (7,354,184)	$ 192,689,800	$ 12,619,385	$ (6,703,449)	$ 198,605,736

City of Cypress

INVESTMENTS AT MARKET VALUE BY MATURITY DATE

As of April 30, 2023

Investments	1 day to 180 days	181 days to 1 year	1 year to 2 years	2 years to 3 years	3 years to 4 years	4 years to 5 years	5+ years	Totals	Percent
CASH	$ 2,445,334	$ -	$ -	$ -	$ -	$ -	$ -	$ 2,445,334	1.23%
FFCB	-	-	21,688,870	7,070,050	-	-	-	28,758,920	14.48%
FHLB	9,858,300	22,327,825	2,792,490	5,012,800	-	4,983,500	-	44,974,915	22.65%
FREDDIE MAC	-	-	18,772,590	14,918,250	-	-	-	33,690,840	16.96%
STATE POOL	50,312,027	-	-	-	-	-	-	50,312,027	25.33%
TSY	34,491,500	3,932,200	-	-	-	-	-	38,423,700	19.35%
Totals	$ 97,107,161	$ 26,260,025	$ 43,253,950	$ 27,001,100	$ -	$ 4,983,500	$ -	$ 198,605,736	100.00%
Percent	48.89%	13.22%	21.78%	13.60%	0.00%	2.51%	0.00%	100.00%	

CITY OF CYPRESS
INTERFUND INVESTMENTS

As of April 30, 2023

Note No.	Note Outstanding To	Note Outstanding From	Issue Date	Maturity Date	Interest Rate	Authorized Amount	Note Principal Outstanding
2	CRPD	City	02/08/21	06/30/25	LAIF	$ 12,800,000	$ 4,941,761
3	CRPD	City	02/13/23	06/30/25	LAIF	$ 1,275,000	$ 461,651
	Total Interfund Investments						$ 5,403,412

The City Infrastructure Reserve Fund issued a promissory note to the Cypress Recreation and Park District General Fund to pay up to $12.8 million for the construction of Lexington Park. Repayment by the Cypress Recreation and Park District will be made from future park development fees. Advances to date total $12,268,775, and repayments to date total $7,327,014.

The City Infrastructure Reserve Fund issued a promissory note to the Cypress Recreation and Park District General Fund to pay up to $1.275 million for design costs associated with the rehabilitation of Arnold Cypress Park. Repayment by the Cypress Recreation and Park District will be made from additional Property Tax revenues resulting from the dissolution of the Successor Agency to the former Redevelopment Agency. Advances to date total $461,651.

City of Cypress
Summary of Cash and Investments Held In Trust

As of April 30, 2023

Fund	Type	Issuer	Maturity Date	One Year Return *	Cost Amount	Current Market Value
PARS Public Agencies Post-Employment Benefits Trust						
Trustee: Public Agency Retirement Services (PARS)						
Section 115 Trust	Pension Trust	Various	Open	0.73%	$ 20,540,000.00	$ 22,761,938.58
			Total		$ 20,540,000.00	$ 22,761,938.58

* 12-month period ending with the current month.

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **18.**

FROM: Matt Burton, Director of Finance and Administrative Services

DATE: 06/12/2023

SUBJECT: **Receive and File Register of Warrants, Transfers, and Wires Issued for the Period of April 8, 2023 through May 5, 2023**

RECOMMENDATION

Receive and file the attached payment register summarized below for the period of April 8, 2023 through May 5, 2023:

- Electronic Funds Transfers 12930 through 13093
- Warrants 62157 through 62364
- Payroll Transfers W1500 through W1501

DISCUSSION

Payments to vendors for goods and services received and/or rendered are initiated and approved by the requesting department in accordance with proper purchasing guidelines. Processing of these payments occurs centrally in the City's Finance Department with payments issued bi-weekly. A register listing of these payments is presented monthly to the City Council for approval. This register also includes any Electronic Funds Transfers (EFT), outgoing payroll transfers or wires issued since the previous register was presented to the City Council. Voided Payments (if any) are also identified.

All payments are processed on the City's financial management software system. This system generates a payment batch register, sorted by warrant number (or EFT/Wire number), and presents the invoice amount and a description of the payment issued.

BUDGET IMPACT

Total warrants, transfers, and wires issued (net of any voided payments) during the period of April 8, 2023 through May 5, 2023 are $3,746,589.17.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Payment Register for the Period 04-08-23 through 05-05-23

City of Cypress
Payment Register
04/08/23-05/05/23

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
12930	1480 - ARCO BUSINESS SOLUTIONS	$ 15,706.80			
			Fuel/Police 3/3-4/2	NP64128331(D)	$ 15,706.80
12931	1480 - ARCO BUSINESS SOLUTIONS	$ 2,546.88			
			Fuel/Maint 3/3-4/2	NP64128331(B)	$ 2,546.88
12932	1480 - ARCO BUSINESS SOLUTIONS	$ 34.15			
			Fuel/Finance 3/3-4/2	NP64128331	$ 34.15
12933	1480 - ARCO BUSINESS SOLUTIONS	$ 96.36			
			Fuel/Engineering 3/3-4/2	NP64128331(A)	$ 96.36
12934	1480 - ARCO BUSINESS SOLUTIONS	$ 103.40			
			Fuel/Recreation 3/3-4/2	NP64128331(C)	$ 103.40
12935	100505 - CITY OF CYPRESS-WORKERS COMP	$ 6,172.10			
			Workers Comp Claims/Professional Svcs/#26191-26231	Reimb 4/14/23	$ 6,172.10
12936	100505 - CITY OF CYPRESS-WORKERS COMP	$ 6,990.17			
			Workers Comp Claims/Medical/#26191-26231	Reimb(A) 4/14/23	$ 6,990.17
12937	100505 - CITY OF CYPRESS-WORKERS COMP	$ 9,217.86			
			Workers Comp Claims/Permanent Disability/#26191-26231	Reimb(B) 4/14/23	$ 9,217.86
12938	100505 - CITY OF CYPRESS-WORKERS COMP	$ 378.97			
			Workers Comp Claims/Temporary Disability/#26191-26231	Reimb(C) 4/14/23	$ 378.97
12939	2214 - GAMBOA, MARK	$ 31.50			
			Refund/Building Permit #BS-23-282	Rfd 4/14/23	$ 31.50
12940	2219 - WONG, ROBERT	$ 14.25			
			Refund/Building Permit #BS-23-222	Rfd 4/14/23	$ 14.25
12941	1480 - ARCO BUSINESS SOLUTIONS	$ 126.11			
			Fuel/Comm Development 3/3-4/2	NP64128331(E)	$ 126.11
12942	2183 - CRUZ, SERGIO	$ 367.00			
			Refund/Canceled Permit #BS-23-353	Rfd 4/14/23	$ 367.00
12943	1178 - UNION BANK	$ (71.64)			
			Credit/Copy Paper(10 Rms)/Admin/Returned 2/22	0429 4/7/23	$ (71.64)
12944	1178 - UNION BANK	$ 61.11			
			Lunch(4)/Chili's/Closed Session Preparation 2/13	0429(A) 4/7/23	$ 61.11
12945	1178 - UNION BANK	$ 136.65			
			Dinner/Red Robin/Council Meeting 2/13	0429(B) 4/7/23	$ 136.65
12946	1178 - UNION BANK	$ 33.39			
			Business Card Holder(1)/Council Chambers 2/16	0429(C) 4/7/23	$ 33.39
12947	1178 - UNION BANK	$ 93.18			
			Reg/Women's Club Tea/PG & Guest 4/29	0429(D) 4/7/23	$ 93.18
12948	1178 - UNION BANK	$ 41.39			
			Supplies/Council Meetings 2/17	0429(E) 4/7/23	$ 41.39
12949	1178 - UNION BANK	$ 20.50			
			Supplies/Meet The Mayor Event 2/21	0429(F) 4/7/23	$ 20.50
12950	1178 - UNION BANK	$ 8.99			
			Supplies/Meet The Mayor Event 2/21	0429(G) 4/7/23	$ 8.99

City of Cypress
Payment Register
04/08/23-05/05/23

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
12951	1178 - UNION BANK	$ 8.19			
			Supplies/Meet The Mayor Event 2/22	0429(H) 4/7/23	$ 8.19
12952	1178 - UNION BANK	$ 28.21			
			Plaque(1)/New Business Certificates/Council 2/22	0429(I) 4/7/23	$ 28.21
12953	1178 - UNION BANK	$ 17.98			
			Supplies/Meet The Mayor Event 2/23	0429(J) 4/7/23	$ 17.98
12954	1178 - UNION BANK	$ 1,500.00			
			Reg/Americana Awards/AHM(2) & SM & FM & DB 3/11	0429(K) 4/7/23	$ 1,500.00
12955	1178 - UNION BANK	$ 100.00			
			Sub/Mailchimp Email Distribution/Admin 2/23	0429(L) 4/7/23	$ 100.00
12956	1178 - UNION BANK	$ 55.92			
			Dinner/Dominic's/Council Meeting 2/27	0429(M) 4/7/23	$ 55.92
12957	1178 - UNION BANK	$ 49.97			
			Food/Council Meetings 3/4	0429(N) 4/7/23	$ 49.97
12958	1178 - UNION BANK	$ 36.62			
			Supplies/Commissioners Appreciation Reception 3/8	0429(O) 4/7/23	$ 36.62
12959	1178 - UNION BANK	$ 17.84			
			Food/City Hall Breakroom/Cancelled 3/8	0429(P) 4/7/23	$ 17.84
12960	1178 - UNION BANK	$ 19.99			
			Sub/Dropbox/Shared Access Storage 3/8-4/8	0429(Q) 4/7/23	$ 19.99
12961	1178 - UNION BANK	$ 105.58			
			Imprinted Bags(20)/Citizens Academy 3/13	0429(R) 4/7/23	$ 105.58
12962	1178 - UNION BANK	$ 32.57			
			Food/City Hall Breakroom 3/13	0429(S) 4/7/23	$ 32.57
12963	1178 - UNION BANK	$ 228.40			
			Tumblers(24)/Binders(24)/Citizens Academy 3/13	0429(T) 4/7/23	$ 228.40
12964	1178 - UNION BANK	$ 62.48			
			Sign Holders(12)/Community Center 3/3	0547 4/7/23	$ 62.48
12965	1178 - UNION BANK	$ 200.00			
			Dues/City Clerks Assoc of CA/CD 2/24/23-2/23/24	0635 4/7/23	$ 200.00
12966	1178 - UNION BANK	$ 14.09			
			Supplies/Sr Center 2/16	1313 4/7/23	$ 14.09
12967	1178 - UNION BANK	$ 480.00			
			Movie License(1)/Puss In Boots/Outdoor Movie Event 6/9	1313(A) 4/7/23	$ 480.00
12968	1178 - UNION BANK	$ 43.07			
			Supplies/Sr Center Prom 3/7	1313(B) 4/7/23	$ 43.07
12969	1178 - UNION BANK	$ 38.77			
			Batteries(28)/Sr Center 3/7	1313(C) 4/7/23	$ 38.77
12970	1178 - UNION BANK	$ 30.04			
			Supplies/Facility Operations/Sr Center 3/7	1313(D) 4/7/23	$ 30.04
12971	1178 - UNION BANK	$ 64.65			
			Supplies/Sr Center 3/10	1313(E) 4/7/23	$ 64.65

City of Cypress
Payment Register
04/08/23-05/05/23

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
12972	1178 - UNION BANK	$ 48.95	Food/Playground/Kids Night Out 2/17	1857 4/7/23	$ 48.95
12973	1178 - UNION BANK	$ (45.00)	Credit/Shipping/Hard Drive(1) 2/23	2886 4/7/23	$ (45.00)
12974	1178 - UNION BANK	$ 177.00	Sub/Network Backup/Inventory System 2/21/23-2/20/24	2886(A) 4/7/23	$ 177.00
12975	1178 - UNION BANK	$ 146.53	Hard Drive(1)/PD Mobile Audio Video System 2/27	2886(B) 4/7/23	$ 146.53
12976	1178 - UNION BANK	$ 235.20	PD Portable Chargers(8)/Property & Evidence 2/28	2957 4/7/23	$ 235.20
12977	1178 - UNION BANK	$ 30.00	PD Dues/CA Homicide Investigators Assoc/SR 5/24/23-5/23/24	2957(A) 4/7/23	$ 30.00
12978	1178 - UNION BANK	$ 30.00	PD Dues/CA Homicide Investigators Assoc/EC 3/7/23-3/6/24	2957(B) 4/7/23	$ 30.00
12979	1178 - UNION BANK	$ 30.00	PD Dues/CA Homicide Investigators Assoc/SG 12/10/22-12/9/23	2957(C) 4/7/23	$ 30.00
12980	1178 - UNION BANK	$ 30.00	PD Dues/CA Homicide Investigators Assoc/JH 3/7/23-3/6/24	2957(D) 4/7/23	$ 30.00
12981	1178 - UNION BANK	$ 2.22	W/C Postage/Retirement Badge/RRamirez 2/14	3874 4/7/23	$ 2.22
12982	1178 - UNION BANK	$ 51.03	W/C Meals(3)/Oral Board/Dispatcher/JG & KM & KE 2/15	3874(A) 4/7/23	$ 51.03
12983	1178 - UNION BANK	$ 8.70	W/C Sub/Business Analytics/Reporting Software 2/7-3/8	3874(B) 4/7/23	$ 8.70
12984	1178 - UNION BANK	$ 18.73	W/C Data Storage/Amazon Cloud 2/23	3874(C) 4/7/23	$ 18.73
12985	1178 - UNION BANK	$ 149.00	W/C Reg/School Violence/VW 3/31	3874(D) 4/7/23	$ 149.00
12986	1178 - UNION BANK	$ 79.11	PD Dog Food(1 Bag)/Kubo 2/23	4268 4/7/23	$ 79.11
12987	1178 - UNION BANK	$ (10.00)	Credit/Reg/OC Traffic Engineering Council Meeting/NM & DC 1/26	4519 4/7/23	$ (10.00)
12988	1178 - UNION BANK	$ 20.00	Reg/OC Traffic Engineering Council Meeting/DC 2/23	4519(A) 4/7/23	$ 20.00
12989	1178 - UNION BANK	$ 25.00	Reg/OC Traffic Engineering Council Meeting/BB 2/23	4519(B) 4/7/23	$ 25.00
12990	1178 - UNION BANK	$ 100.00	Reg/City Engineers Assoc of OC Meeting/DC & NM 3/6	4519(C) 4/7/23	$ 100.00
12991	1178 - UNION BANK	$ 10.76	iPad Pencil Tips(4)/Engineering 2/24	4519(D) 4/7/23	$ 10.76
12992	1178 - UNION BANK	$ 17.23	iPad Case(1)/Engineering Intern 2/24	4519(E) 4/7/23	$ 17.23

City of Cypress
Payment Register
04/08/23-05/05/23

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
12993	1178 - UNION BANK	$ 342.00			
			Book(1)/Policy on Geometric Design-Streets 2/22	4519(F) 4/7/23	$ 342.00
12994	1178 - UNION BANK	$ 85.00			
			Reg/Solid Waste Summit 2023/KG 3/22	4519(G) 4/7/23	$ 85.00
12995	1178 - UNION BANK	$ 99.99			
			Sub/Engineering News Record 4/20/23-4/19/24	4519(H) 4/7/23	$ 99.99
12996	1178 - UNION BANK	$ 2.42			
			Movie Rental(1)/Sr Center 2/15	4522 4/7/23	$ 2.42
12997	1178 - UNION BANK	$ 50.00			
			Reg/CA Park & Rec Society Conference/Aging Intensive/AC 4/3-4/5	4522(A) 4/7/23	$ 50.00
12998	1178 - UNION BANK	$ 37.70			
			Collection Buckets(4)/Concerts on the Green 3/10	4522(B) 4/7/23	$ 37.70
12999	1178 - UNION BANK	$ 4.31			
			Supplies/Facility Operations/Sr Center 3/9	4522(C) 4/7/23	$ 4.31
13000	1178 - UNION BANK	$ 6.73			
			Supplies/Sr Center 3/9	4522(D) 4/7/23	$ 6.73
13001	1178 - UNION BANK	$ 10.00			
			Svc/Box/Staff Document Review/Engineering 2/28-3/28	4595 4/7/23	$ 10.00
13002	1178 - UNION BANK	$ 1,800.00			
			Svc/Quickbase/Bldg/Public Works 3/23	4595(A) 4/7/23	$ 1,800.00
13003	1178 - UNION BANK	$ 540.86			
			Hotel/OC City Managers Assoc Conference/PG 2/8-2/10	5395 4/7/23	$ 540.86
13004	1178 - UNION BANK	$ 125.00			
			PD Reg/Trauma Intervention Program Awards Gala/ML 4/27	5911 4/7/23	$ 125.00
13005	1178 - UNION BANK	$ 3.13			
			PD Ticket Fee/Trauma Intervention Program Awards Gala/ML 4/27	5911(A) 4/7/23	$ 3.13
13006	1178 - UNION BANK	$ 53.67			
			PD Food/Emergency Operations Center Drill 2/16	5911(B) 4/7/23	$ 53.67
13007	1178 - UNION BANK	$ 40.00			
			Coffee Travelers(2)/Emergency Operations Center Drill 2/16	5911(C) 4/7/23	$ 40.00
13008	1178 - UNION BANK	$ 1.99			
			PD Sub/OneDrive/Photo Storage 2/23	5911(D) 4/7/23	$ 1.99
13009	1178 - UNION BANK	$ 24.20			
			PD Heavy Duty Staples(6.2K)/Range 3/7	7454 4/7/23	$ 24.20
13010	1178 - UNION BANK	$ (500.00)			
			PD Credit/Reg/Pistol Mounted Optics/Cancelled/BM	8179 4/7/23	$ (500.00)
13011	1178 - UNION BANK	$ (234.69)			
			PD Credit/Hotel/Canine Training Conf/BM 3/7-3/9	8179(A) 4/7/23	$ (234.69)
13012	1178 - UNION BANK	$ (295.00)			
			PD Credit/Reg/Canine Training Conf/BM 3/7-3/9	8179(B) 4/7/23	$ (295.00)
13013	1178 - UNION BANK	$ 700.00			
			PD Reg/Hostage Rescue Tactics/CM 4/3-4/6	8179(C) 4/7/23	$ 700.00

City of Cypress
Payment Register
04/08/23-05/05/23

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
13014	1178 - UNION BANK	$ 333.00	PD Reg/Mental Health Intervention/YS & AS & SG 2/16-2/17	8179(D) 4/7/23	$ 333.00
13015	1178 - UNION BANK	$ 234.69	PD Hotel/Canine Training Conference/BM 3/7-3/9	8179(E) 4/7/23	$ 234.69
13016	1178 - UNION BANK	$ 195.00	PD Reg/Armorer Shotguns/TM 4/20	8179(F) 4/7/23	$ 195.00
13017	1178 - UNION BANK	$ 388.00	PD Reg/Armorer Patrol Rifle/TM 4/18-4/19	8179(G) 4/7/23	$ 388.00
13018	1178 - UNION BANK	$ 320.70	PD Hotel/Supervisory Leadership Institute/JO 2/22-2/25	8179(H) 4/7/23	$ 320.70
13019	1178 - UNION BANK	$ 234.69	PD Hotel/Canine Training Conference/TM 3/7-3/9	8179(I) 4/7/23	$ 234.69
13020	1178 - UNION BANK	$ 156.46	PD Hotel/Canine Training Conference/RM 3/7-3/9	8179(J) 4/7/23	$ 156.46
13021	1178 - UNION BANK	$ 395.00	PD Reg/Property & Evidence Mgmt/JP 6/26-6/27	8179(K) 4/7/23	$ 395.00
13022	1178 - UNION BANK	$ 1,200.00	PD Reg/Less Lethal Instructor/CP 5/24-5/26	8179(L) 4/7/23	$ 1,200.00
13023	1178 - UNION BANK	$ 522.02	PD Charger Cables(10)/Mobile Audio Video System 2/23	8179(M) 4/7/23	$ 522.02
13024	1178 - UNION BANK	$ 495.00	PD Reg/Taser Instructor Course/CP 5/17	8179(N) 4/7/23	$ 495.00
13025	1178 - UNION BANK	$ 495.00	PD Reg/Taser Instructor Course/SG 5/17	8179(O) 4/7/23	$ 495.00
13026	1178 - UNION BANK	$ 300.00	PD Reg/Driver's Training/SC & YS & CS & CS 4/19	8179(P) 4/7/23	$ 300.00
13027	1178 - UNION BANK	$ 457.96	PD Airfare/Driver's Training/SC & YS & CS & CS 4/19	8179(Q) 4/7/23	$ 457.96
13028	1178 - UNION BANK	$ 752.40	Food/Spring Egg Hunt 2/27	8202 4/7/23	$ 752.40
13029	1178 - UNION BANK	$ 107.70	Badminton Nets(5)/Adult Sports 3/24	8202(A) 4/7/23	$ 107.70
13030	1178 - UNION BANK	$ 46.20	Bandages(1K)/Youth Sports 2/24	8202(B) 4/7/23	$ 46.20
13031	1178 - UNION BANK	$ 258.54	Cold Packs(50)/Youth Sports 2/24	8202(C) 4/7/23	$ 258.54
13032	1178 - UNION BANK	$ 422.72	Volleyball Nets(3)/Youth Sports 2/27	8202(D) 4/7/23	$ 422.72
13033	1178 - UNION BANK	$ 25.83	Wrist Bands(900)/Spring Egg Hunt 3/6	8202(E) 4/7/23	$ 25.83
13034	1178 - UNION BANK	$ 104.93	PD Lollipops(420)/Open House 2/14	8886 4/7/23	$ 104.93

City of Cypress
Payment Register
04/08/23-05/05/23

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
13035	1178 - UNION BANK	$ 16.15			
			PD Binder Pockets(24)/PACE Program 2/13	8886(A) 4/7/23	$ 16.15
13036	1178 - UNION BANK	$ 73.47			
			PD Small Antenna(1)/Radio Amateur Civil Emergency Svc 2/28	8886(B) 4/7/23	$ 73.47
13037	1178 - UNION BANK	$ 73.47			
			PD Small Antenna(1)/Radio Amateur Civil Emergency Svc 2/28	8886(C) 4/7/23	$ 73.47
13038	1178 - UNION BANK	$ 32.31			
			PD Antenna Mount(1)/Radio Amateur Civil Emergency Svc 3/11	8886(D) 4/7/23	$ 32.31
13039	1178 - UNION BANK	$ 32.31			
			PD Antenna Mount(1)/Radio Amateur Civil Emergency Svc 2/28	8886(E) 4/7/23	$ 32.31
13040	1178 - UNION BANK	$ 387.08			
			PD Shotgun Light Batteries(144) 3/13	8886(F) 4/7/23	$ 387.08
13041	1178 - UNION BANK	$ 127.42			
			PD Retransfer Ribbons(2)/Mobile Audio Video Printer 3/10	8886(G) 4/7/23	$ 127.42
13042	1178 - UNION BANK	$ 150.00			
			Sub/Property Data/Code Enforcement 2/23	9183 4/7/23	$ 150.00
13043	1178 - UNION BANK	$ 20.00			
			Reg/Crafting Residential Objective Development Standards/AV 3/16	9183(A) 4/7/23	$ 20.00
13044	1178 - UNION BANK	$ 507.00			
			Dues/American Planning Assoc/AV 4/1/23-3/31/24	9183(B) 4/7/23	$ 507.00
13045	1178 - UNION BANK	$ 32.46			
			Lunch Meeting(3)/PG & ML & MB 2/15	5295(A) 4/7/23	$ 32.46
13046	2170 - US BANK	$ 200.00			
			Svc/Shredding(33 Boxes)/HR 2/27	2873 3/24/23	$ 200.00
13047	2170 - US BANK	$ 100.00			
			Dues/So CA Public Mgmt Assoc-HR/RN & NG 3/8/23-3/7/24	2873(A) 3/24/23	$ 100.00
13048	2170 - US BANK	$ 43.82			
			Video Cables(6)/IT 3/1	5350 3/24/23	$ 43.82
13049	2170 - US BANK	$ (90.20)			
			Credit/Duplicate Charge/DB 2/3	6859 3/24/23	$ (90.20)
13050	1269 - LANCE, SOLL & LUNGHARD, LLP-LSL	$ 3,149.00			
			Svc/Single Audit FYE 6/30/22	55786	$ 3,149.00
13051	2170 - US BANK	$ 75.00			
			Reg/Comp Issues Under Fair Labor Standards Act Webinar/HR 4/19	2873 4/24/23	$ 75.00
13052	2170 - US BANK	$ 90.00			
			Reg/CA Society of Municipal Finance Officer Meeting/MB & AS 3/21	3071 4/24/23	$ 90.00
13053	2170 - US BANK	$ 38.78			
			USB DVD(1)/PD Laptop 3/17	5350 4/24/23	$ 38.78
13054	2170 - US BANK	$ 319.59			
			UPS Battery(1)/PD Server Room 4/3	5350(A) 4/24/23	$ 319.59
13055	2170 - US BANK	$ 63.36			
			Fan Module(1)/IT Data Center 4/6	5350(B) 4/24/23	$ 63.36

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EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
13056	100505 - CITY OF CYPRESS-WORKERS COMP	$ 5,542.54	Workers Comp Claims/Professional Svcs/#26232-26286	Reimb 4/28/23	$ 5,542.54
13057	100505 - CITY OF CYPRESS-WORKERS COMP	$ 36,872.60	Workers Comp Claims/Medical/#26232-26286	Reimb(A) 4/28/23	$ 36,872.60
13058	100505 - CITY OF CYPRESS-WORKERS COMP	$ 5,411.42	Workers Comp Claims/Permanent Disability/#26232-26286	Reimb(B) 4/28/23	$ 5,411.42
13059	120801 - MISSION SQUARE - ICMA RETIREMENT TRUST - RHS	$ 11,246.25	Monthly Retiree Health Savings 4/23	4/23	$ 11,246.25
13060	120801 - MISSION SQUARE - ICMA RETIREMENT TRUST - RHS	$ 1,200.00	Deferred Comp/Exec Mgmt 4/23	401a-4/23	$ 1,200.00
13061	116005 - PERS - PUBLIC EMPLOYEES RETIREMENT SYS	$ 159,803.53	Med Insurance/City & Dist 5/23	17145512	$ 159,803.53
13062	116005 - PERS - PUBLIC EMPLOYEES RETIREMENT SYS	$ 14,867.31	Med Insurance/West Comm 5/23	17145698	$ 14,867.31
13063	1608 - ALARM PROGRAM SYSTEMS, LLC	$ 495.72	PD Svc/Alarm Permit & False Alarm Collections 3/23	3/23	$ 495.72
13064	1247 - HINDERLITER, DE LLAMAS AND ASSOCIATES - HdL	$ 1,473.90	Svc/Business License Tax Admin 3/23	MAR23	$ 1,473.90
13065	145 - AUSTIN, CHERYL	$ 56.52	W/C Retiree Health Care Benefits 5/23	5/23	$ 56.52
13066	128744 - AYRES, RICHARD	$ 300.00	Retiree Health Care Benefits 5/23	5/23	$ 300.00
13067	102038 - BALDWIN, DARRELL	$ 300.00	Retiree Health Care Benefits 5/23	5/23	$ 300.00
13068	102087 - BISH, EDWARD	$ 300.00	Retiree Health Care Benefits 5/23	5/23	$ 300.00
13069	100101 - BRUCE, THOMAS M	$ 300.00	Retiree Health Care Benefits 5/23	5/23	$ 300.00
13070	129695 - COTE, ROBERT	$ 300.00	Retiree Health Care Benefits 5/23	5/23	$ 300.00
13071	128938 - COX, RODNEY	$ 56.87	Retiree Health Care Benefits 5/23	5/23	$ 56.87
13072	104003 - ESSEX, CLARE	$ 433.92	Retiree Health Care Benefits 5/23	5/23	$ 433.92
13073	128044 - FORNISS, DANIEL	$ 300.00	Retiree Health Care Benefits 5/23	5/23	$ 300.00
13074	129816 - FOSTER, SCOTT	$ 300.00	Retiree Health Care Benefits 5/23	5/23	$ 300.00
13075	112129 - HERNANDEZ, ALEX	$ 300.00	Retiree Health Care Benefits 5/23	5/23	$ 300.00
13076	100667 - LASSALLE, ISMAEL	$ 300.00	Retiree Health Care Benefits 5/23	5/23	$ 300.00

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EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
13077	123656 - MANUEL, DEAN	$ 300.00			
			Retiree Health Care Benefits 5/23	5/23	$ 300.00
13078	129700 - MCSHANE, CHRIS	$ 232.96			
			Retiree Health Care Benefits 5/23	5/23	$ 232.96
13079	2017 - MINIKUS, SCOTT	$ 294.34			
			Reimb/Medical Premiums 5/23	5/23	$ 294.34
13080	128832 - MORALES, PAULO	$ 300.00			
			Retiree Health Care Benefits 5/23	5/23	$ 300.00
13081	122 - MORROW, RICHARD L	$ 300.00			
			Retiree Health Care Benefits 5/23	5/23	$ 300.00
13082	129608 - OLSON, JAMES	$ 300.00			
			Retiree Health Care Benefits 5/23	5/23	$ 300.00
13083	128784 - RAMSEY, KENNETH	$ 125.00			
			Retiree Health Care Benefits 5/23	5/23	$ 125.00
13084	119027 - RAMSEY, STEVE	$ 300.00			
			Retiree Health Care Benefits 5/23	5/23	$ 300.00
13085	180 - SWIFT, JEFF	$ 300.00			
			Retiree Health Care Benefits 5/23	5/23	$ 300.00
13086	1024 - VALLEY VISTA SERVICES, INC	$ 219,160.04			
			Waste Disposal Fee 3/23	3/23	$ 219,160.04
13087	105121 - VIGIL, FELIX	$ 300.00			
			Retiree Health Care Benefits 5/23	5/23	$ 300.00
13088	129666 - WALQUIST, BRIAN	$ 300.00			
			Retiree Health Care Benefits 5/23	5/23	$ 300.00
13089	40 - WARLAND INVESTMENTS COMPANY	$ 37,500.00			
			Development Assistance 5/23	5/23	$ 37,500.00
13090	122756 - WINTERSOLE, MICHAEL	$ 300.00			
			Retiree Health Care Benefits 5/23	5/23	$ 300.00
13091	112204 - WONG, JEFFREY	$ 300.00			
			Retiree Health Care Benefits 5/23	5/23	$ 300.00
13092	342 - WU, ALEX	$ 300.00			
			Retiree Health Care Benefits 5/23	5/23	$ 300.00
13093	130114 - USPS-HASLER - TMS ACCT #39991	$ 5,000.00			
			Postage 5/23	5/2/23	$ 5,000.00
62157	639 - 10-8 RETROFIT, INC	$ 555.46			
			Amber Lights(3)/Maint Truck Arrow Board 3/29	19243	$ 555.46
62158	1346 - A1 TEST ONLY & SMOG	$ 70.00			
			Svc/Smog Test/Unit #134	E335519 4/5	$ 70.00
62159	100681 - ADVANCED ALARM & FIRE INC	$ 1,404.00			
			Replace/Batteries/Fire Alarm System/Comm Center 3/16	3865	$ 989.00
			Svc/Alarm Monitor/Civic Center & Sr Center & Comm Center 4/23	892636	$ 415.00

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62160	1570 - ADVANTAGE MAILING, LLC	$ 4,842.88			
			Svc/Print/City & Recreation Newsletters(17.5K) 4/23	182331	$ 4,842.88
62161	270 - AITHAL, DARSHINI	$ 371.80			
			Instruct/Chair Yoga 3/7-3/28	3/28/23	$ 213.85
			Instruct/Flow Yoga 3/6-3/27	3/27/23	$ 157.95
62162	105442 - ALL CITY MANAGEMENT SERVICE INC	$ 16,105.37			
			Crossing Guard Services(30 Hrs)/Orange & Grindlay 3/5-3/18	84157(A)	$ 722.70
			Crossing Guard Services(638.55 Hrs) 3/5-3/18	84157	$ 15,382.67
62163	102587 - AMERICAN RENTALS	$ 59.28			
			Rental/Submersible Pump/Oak Knoll Park 3/2	525159	$ 59.28
62164	1200 - ANNEALTA GROUP	$ 6,045.00			
			Svc/Housing Element Implementation/Ordinance Amendments 3/23	2756	$ 2,170.00
			Svc/Planning Project Management & Support Assistance 10/22	2596	$ 310.00
			Svc/Planning Project Management & Support Assistance 3/23	2757	$ 581.25
			Svc/Planning Project Management/Citrus Square 3/23	2754	$ 232.50
			Svc/Planning Project Manager/Housing Element Implementation 3/23	2755	$ 2,751.25
62165	1619 - ARDURRA GROUP, INC-ANDERSON PENNA PARTNERS	$ 64,889.25			
			Final/Inspect/Street Overlay 3/23	135008	$ 1,360.00
			Final/Svc/City Engineer 2/23	134142	$ 3,199.00
			Inspect/Gas Main Replacement/Permit #PW-22-186 2/23	134317	$ 6,120.00
			Inspect/Street Overlay 1/23	133013	$ 28,659.00
			Inspect/Street Overlay 2/23	134160	$ 20,791.25
			Inspect/Various Non-CIP Engineering Permits 2/23	134159	$ 4,760.00
62166	110860 - AT&T	$ 824.23			
			Svc/Internet Access 3/23	19736434	$ 824.23
62167	110860 - AT&T	$ 2,416.66			
			2481347232-Admin Phone Svc 4/23	4/23	$ 4.41
			W/C Svc/Priority Radio Line 4/5-5/4	1734493178040523	$ 2,412.25
62168	110860 - AT&T	$ 27.11			
			9391033695-Civic Center Phone Svc 3/23	3/23(H)	$ 27.11
62169	110860 - AT&T	$ 1.70			
			East Wing Fax Line 3/23	3/23(G)	$ 1.70
62170	1515 - BC RENTALS, LLC-BC TRAFFIC SPECIALIST	$ 571.08			
			PD Traffic Cones(50) 3/23	008904	$ 571.08
62171	1822 - BENEFITS COORDINATORS CORPORATION BCC	$ 10,977.00			
			Insurance/Dental & Vision/City & Dist 4/23	B08DPS	$ 9,983.85
			Insurance/Dental & Vision/West Comm 4/23	B08FB3	$ 993.15
62172	2206 - BUCKNAM INFRASTRUCTURE GROUP INC	$ 3,682.50			
			Svc/Update Pavement Mgmt Program 1/23	385-01.01	$ 1,582.50
			Svc/Update Pavement Mgmt Program 2/23	385-01.02	$ 2,100.00
62173	866 - C3 OFFICE SOLUTIONS	$ 19.07			
			W/C Copier Maintenance 3/23	INV159516	$ 19.07

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EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
62174	103141 - CA FORENSIC PHLEBOTOMY, INC	$ 118.35			
			PD Blood/Alcohol Test(1) 3/23	2224	$ 118.35
62175	111328 - CALIFORNIA BUILDING STANDARDS COMMISSION	$ 1,256.71			
			Building Standards 1/1/23-3/31/23	1/23-3/23	$ 1,256.71
62176	2137 - CALIFORNIA SAFETY AGENCY RECON INDUSTRIES INC	$ 1,550.00			
			Svc/Park Restroom & Tennis Court Lockup 3/23	3604-148	$ 1,550.00
62177	111882 - CALIFORNIA YELLOW CAB CORP	$ 1,980.00			
			Sr Center/Nutrition Program 2/23	2503023	$ 1,110.00
			Taxi Voucher Program/Sr Center 2/23	2501023	$ 870.00
62178	123012 - CHARLES ABBOTT ASSOCIATES	$ 2,332.50			
			Svc/Engineering Plan Checks 10/22	64982	$ 942.50
			Svc/Engineering Plan Checks 11/22	65066	$ 375.00
			Svc/Engineering Plan Checks 12/22	65235	$ 217.50
			Svc/NPDES/Water Quality Mgmt Plan Review 2/23	65555	$ 797.50
62179	2090 - CHARTER COMMUNICATIONS HOLDINGS LLC SPECTRUM	$ 2,158.71			
			Svc/Internet Access 3/15-4/14	3/15/23-4/14/23	$ 1,594.96
			W/C Svc/Internet 4/1-4/30	218496501040123	$ 563.75
62180	2035 - COMMUNICATIONS LAB BARRIOS & ASSOCIATES, LLC	$ 44,000.00			
			Credit/Svc/City Communication Support & Marketing 12/22	2302-387(A)	$ (1,000.00)
			Svc/City Communication Support & Marketing 1/23	2302-387	$ 10,000.00
			Svc/City Communication Support & Marketing 2/23	2303-389	$ 10,000.00
			Svc/City Communication Support & Marketing 3/23	2304-391	$ 10,000.00
			Svc/Recreation Strategic Communication Support 1/23	2302-386	$ 5,000.00
			Svc/Recreation Strategic Communication Support 2/23	2303-388	$ 5,000.00
			Svc/Recreation Strategic Communication Support 3/23	2304-390	$ 5,000.00
62181	115003 - COUNTY OF ORANGE	$ 5,807.00			
			Parking Violations 2/23	2/23	$ 5,807.00
62182	115003 - COUNTY OF ORANGE	$ 16,063.41			
			Agreement/Animal Shelter 1/1/23-3/31/23	AC2390056	$ 16,063.41
62183	129969 - CROWN TROPHY COLOMRICAN, INC	$ 145.46			
			Plaque(1)/Sr Center Volunteer Award 3/24	16559	$ 145.46
62184	116854 - DATA TICKET INC-MSB	$ 1,747.21			
			Parking Citation Processing 2/23	148933	$ 1,747.21
62185	111155 - DAVE BANG ASSOC INC	$ 1,700.63			
			Swing(1)/Swing Ropes(2)/Swing Hardware(38 Pcs) 3/28	CA53589	$ 1,700.63
62186	104010 - DEPT OF CONSERVATION-STATE OF CALIFORNIA	$ 8,875.20			
			Strong Motion 1/1/23-3/31/23	1/23-3/23	$ 8,875.20
62187	1158 - DIRECTV	$ 190.24			
			W/C Svc/Satellite TV 3/25-4/24	006762204X230326	$ 190.24
62188	755 - DOMEN LAWNMOWER	$ 342.49			
			Svc/Sharpen Trimmer Blades(2) 4/4	182346(A)	$ 16.00
			Tree Trimmer(1)/Trimmer Bars(2)/Saw Chains(3) 4/4	182346	$ 326.49

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EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
62189	1296 - EDCO CNG	$ 1,768.29			
			Natural Gas(549.16 Gls)/Sweepers(2)/Sewer Truck(1) 3/1-3/15	03232023-6	$ 1,768.29
62190	1488 - ENTERPRISE HOLDINGS INC	$ 1,501.42			
			PD Rental Car(1) 1/30-3/1	32567446(A)	$ 770.24
			PD Rental Car(1) 2/1-3/3	32567446	$ 731.18
62191	2185 - ENVIRO SAFETY PRODUCTS, PUBLIC SAFETY CENTER	$ 463.91			
			PD Exam Gloves(4K) 4/5	6132562	$ 463.91
62192	104530 - EXPERIAN	$ 78.20			
			PD Credit Reports 3/23	CD2312003697	$ 78.20
62193	2132 - FERGUSON ENTERPRISES LLC	$ 283.60			
			Sink Handles(2)/Library Restroom 3/29	2416305	$ 283.60
62194	1115 - FRONTIER	$ 2,124.34			
			W/C Phone Svc/5627955413 4/23	4/23	$ 2,124.34
62195	889 - FULL SAIL ENTERPRISES, INC	$ 529.88			
			Install/Graphics/Unit #616	126-2301	$ 529.88
62196	1317 - GEORGE HILLS COMPANY INC	$ 3,605.00			
			Admin Fee/Liability Claims 4/1/23-6/30/23	INV1025234	$ 3,605.00
62197	119018 - GOLDEN STATE WATER COMPANY	$ 3,869.57			
			Svc/Parks Landscaping 9/22-3/23	9/22-3/23	$ 853.82
			Svc/Parkway Maint 3/23	3/23(B)	$ 2,789.90
			Svc/Storm Drain 3/23	3/23(A)	$ 225.85
62198	1771 - INNOVATIVE LOCK SERVICES - DORANTES, DREW K	$ 409.37			
			Install/Deadbolt/Evergreen Park Restroom 3/24	INV-1193	$ 409.37
62199	102993 - ITERIS, INC	$ 1,480.00			
			Design/Traffic Signal Communications/Orangewood & Holder 11/22	152069	$ 1,480.00
62200	125450 - KMBS USA, INC - KONICA MINOLTA	$ 23,608.79			
			Copier Maint(10)/Citywide 1/1/23-3/31/23	9009241746	$ 6,195.65
			Copier(1)/City Hall East Wing 3/28	286074500	$ 5,804.38
			Copier(1)/City Hall West Wing 3/28	286074501	$ 5,804.38
			Copier(1)/PD Investigations 3/28	286074120	$ 5,804.38
62201	112054 - LAKEWOOD NURSERY	$ 432.16			
			Flowers/Plants(73)/Civic Center 3/27	12469	$ 432.16
62202	112016 - LOS ALAMITOS LOCK SERVICE	$ 465.37			
			Cabinet Locks(4)/Sr Center Kiosk 3/9	5024	$ 65.51
			Keys(14)/Sr Center 3/21	5050	$ 61.18
			Keys/Maint Yard(20)/Sr Center(5) 3/29	5051	$ 103.79
			Replace/Ford Vehicle Keys(2)/Remotes(2)/Unit #150	5023	$ 234.89
62203	1498 - METROPOLITAN TRANSPORTATION COMMISSION	$ 1,500.00			
			Engineering Software License/StreetSaver 6/1/23-5/31/24	4926-AR12903	$ 1,500.00
62204	578 - MIG-MOORE IACOFANO GOLTSMAN, INC	$ 89,083.75			
			Design/Arnold Cypress Park Rehab 2/23	008107	$ 89,083.75

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EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
62205	109269 - MILES, HILDA	$ 1,267.50			
			Instruct/Hula Dance 3/28-4/27	4/27/23	$ 1,267.50
62206	2017 - MINIKUS, SCOTT	$ 532.86			
			Reimb/Hotel/League of CA Cities New Council Members Conf 2/1-2/3	Reimb 4/14/23	$ 532.86
62207	80 - MORRIS, LETICIA	$ 358.80			
			Instruct/Zumba 3/4-3/25	3/25/23	$ 222.30
			Instruct/Zumba Gold 3/2-3/30	3/30/23	$ 136.50
62208	1445 - MVP SECURITY SYSTEMS, INC.	$ 3,396.98			
			Install/Security Lock/City Council Office/City Hall 6/10	1972	$ 3,396.98
62209	129724 - NAPA AUTO PARTS - SO CAL AUTO & TRUCK PARTS INC	$ 949.17			
			Brake Pads(2)/Brake Rotors(2)/Guards(3)/Misc 4/4	431425	$ 505.07
			Brake Rotors(4)/V-Belt(1) 3/15	430270	$ 411.04
			Replace/Drive Pulley/Sweeper Unit #138	430133	$ 33.06
62210	672 - O'REILLY AUTO PARTS	$ 1,305.77			
			Air Filter(1)/Oil Filters(5)/Misc 3/23	3078-397410	$ 190.86
			Brake Rotors(2)/Oil Filters(4)/Misc 3/15	3078-395565	$ 251.67
			Credit/Maint Auto Supplies/Returned 11/2	3078-365565	$ (134.68)
			Credit/Maint Auto Supplies/Returned 11/7	3078-366806	$ (18.30)
			Credit/Maint Auto Supplies/Returned 12/14	3078-374857	$ (402.32)
			Credit/Maint Auto Supplies/Returned 7/12	3078-339110	$ (37.31)
			Maint Auto Supplies/Returned 11/2	3078-365502	$ 134.68
			Maint Auto Supplies/Returned 11/7	3078-366790	$ 18.30
			Maint Auto Supplies/Returned 12/14	3078-374856	$ 402.32
			Maint Auto Supplies/Returned 7/12	3078-339071	$ 24.39
			Maint Auto Supplies/Returned 7/12	3078-339073	$ 12.92
			Motor Oil(31 Qts)/Oil Filters(2)/Misc 3/31	3078-399249	$ 417.54
			Replace/Alternator/Unit #124	3078-396026	$ 182.22
			Replace/Battery/Unit #168	3078-395992	$ 171.73
			Replace/HVAC Actuator & Oxygen Sensor/Unit #149	3078-398900	$ 91.75
62211	413 - OC AUTO THEFT ADVISORY COMMITTEE	$ 70.00			
			PD Reg/Auto Theft Advisory Commission Awards Event/MT & SA 5/10	PD Reg(2) 5/10	$ 70.00
62212	108944 - OFFICE DEPOT	$ 1,046.91			
			Supplies/Citywide 2/23-3/23	4/14/23	$ 1,046.91
62213	122725 - ORANGE COUNTY SANITATION DISTRICT	$ 188,364.74			
			Sewer Connect Fees 2/23	2/23	$ 188,364.74
62214	1140 - ORTIZ, JESSE	$ 163.87			
			Reimb/Supervisory Leadership Institute 3/22-3/25	Reimb 3/22-3/25	$ 163.87
62215	828 - PACIFIC RIM AUTOMATION INC	$ 937.50			
			Svc/Maintenance/Pump Station Monitoring System 3/27	10284	$ 937.50
62216	129575 - PARKHOUSE TIRE INC	$ 938.19			
			Svc/Tire Disposal(14) 3/20	1020267613(A)	$ 77.00
			Vehicle Tires(2) 3/20	1020267613	$ 861.19

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62217	492 - PAUL'S CAR WASH & LUBE CENTER-FIRESTONE HAND WASH	$ 418.64			
			Svc/Car Wash/PD(38) 2/23	2155	$ 418.64
62218	308 - PENSKE CHEVROLET OF CERRITOS	$ 239.83			
			Replace/Alternator/Unit #141	282472	$ 239.83
62219	551 - PIRATES DINNER ADVENTURE	$ 983.16			
			Deposit/Excursion(72)/Day Camp 6/21	299210	$ 983.16
62220	112053 - PVP COMMUNICATIONS INC	$ 120.00			
			PD Svc/Troubleshoot/Communication Kit Connection/Motor Unit #659	132699	$ 120.00
62221	484 - QUADIENT LEASING USA, INC-MAILFINANCE INC-HASLER	$ 244.73			
			Lease/Postage Meter 2/1/23-4/30/23	N9878449	$ 244.73
62222	1602 - R.E. SCHULTZ CONSTRUCTION, INC	$ 56,943.58			
			Final/Replace/Shade Structure/Manzanita Park	4629	$ 56,943.58
62223	129917 - RUTAN & TUCKER	$ 1,268.61			
			Legal Service/Public Records Act Assistance 1/23	956038	$ 73.61
			Legal Service/Successor Agency 1/23	956037	$ 110.00
			Litigation Service/Public Records Act/Fortis 1/23	956039	$ 1,085.00
62224	106893 - SAFESHRED	$ 40.00			
			W/C Svc/Shredding 3/14	340643	$ 40.00
62225	1016 - SALAZAR, SARA	$ 213.25			
			Reimb/Mileage/City Council 1/19-3/28	Reimb(A) 4/14/23	$ 24.56
			Reimb/Mileage/City Council 7/8-12/21	Reimb 4/14/23	$ 55.00
			Reimb/Mileage/OC City Managers Assoc Event 1/26-2/8	Reimb(B) 4/14/23	$ 133.69
62226	130328 - SHOETERIA	$ 383.03			
			Safety Shoes(1)/KJones 3/15	0046795IN	$ 193.94
			Safety Shoes(1)/TNorcia 3/12	0046547IN	$ 189.09
62227	1999 - SIRIGOS, ARTEMIOS	$ 12.00			
			Meal/First Aid/CPR 3/24	Reimb 4/14/23	$ 12.00
62228	108459 - SMART & FINAL-POLICE ACCT	$ 189.18			
			PD Forks(500)/Knives(500)/Breakroom 3/15	3563630009901	$ 25.64
			PD Hot Cups(1K)/Plates(375)/Breakroom 3/23	3563630002701	$ 163.54
62229	119016 - SO CAL EDISON	$ 209,783.61			
			700134894611 - Svc/Traffic Signal 3/23	3/23	$ 22.31
			700370018870 - Svc/Traffic Signal 3/23	3/23(A)	$ 107.71
			700428641933 Svc/Mackay Park 3/23	3/23(B)	$ 102.24
			Svc/Citywide 1/12-2/10	1/12/23-2/10/23	$ (182,023.88)
			Svc/Citywide 2/11-3/13	2/11/23-3/13/23	$ 391,575.23

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62230	119017 - SO CAL GAS CO	$ 3,421.30			
			00840909006 Svc/Comm Center 3/23	3/23(G)	$ 1,062.20
			08610884002 Svc/AC Park 3/23	3/23(F)	$ 43.14
			12600890003 Svc/Maint Yard 3/23	3/23(E)	$ 349.62
			13230923008 Svc/Storm Drain 3/23	3/23(H)	$ 21.51
			18690942000 Svc/Sr Center 3/23	3/23(D)	$ 230.64
			19530910009 Svc/City Hall 3/23	3/23(C)	$ 1,714.19
62231	1591 - SOUTHERN CALIFORNIA NEWS GROUP	$ 762.38			
			Pub Notice/Request for Proposals/Housing Feasibility Study	F516D3BA-0015	$ 762.38
62232	1790 - SOUTHERN CALIFORNIA RADAR-LASER CERTIFICATION LAB	$ 720.00			
			PD Svc/Radar/Lidar Test & Certification(8) 3/25	032307	$ 720.00
62233	900 - SOUTHERN COMPUTER WAREHOUSE-SCW	$ 6,008.80			
			Engineering iPads(4)/Accessories(4)/NM & DD & DC & KG 1/27	INV00767211	$ 6,008.80
62234	125888 - SPARKLETTS	$ 80.47			
			W/C Bottled Water 3/23	4089647 3/23	$ 80.47
62235	116238 - STAPLES BUSINESS ADVANTAGE	$ 370.99			
			Supplies/Citywide 2/23-3/23	4/14/23	$ 370.99
62236	119024 - STATE COMP INSURANCE FUND	$ 2,072.66			
			W/C Workers Comp Insurance 3/30-4/30	1000857039	$ 2,072.66
62237	588 - THE COUNSELING TEAM INTERNATIONAL	$ 1,000.00			
			PD Svc/Employee Counseling 3/23	85893	$ 1,000.00
62238	2067 - THE ORIGINAL GOODIE'S UNIFORM	$ 364.43			
			PD Safety Gear & Uniform/CEsquivel	8135	$ 364.43
62239	851 - THE UPS STORE, #5882	$ 200.00			
			Svc/Fingerprints(4)/Rec Volunteers 3/23	4/5/2023(A)	$ 100.00
			Svc/Fingerprints(4)/Recreation 3/23	4/5/2023	$ 100.00
62240	120010 - TIFFANYS GLASS & MIRROR	$ 206.05			
			Replace/Window/Arnold Cypress Park Pavilion 3/31	128504	$ 206.05
62241	105052 - TOPAZ ALARM CORP.	$ 105.00			
			Monitor Pumps 4/23	141227	$ 105.00
62242	127207 - UNDERGROUND SVS ALERT OF SO CA	$ 235.75			
			Svc/DigAlert Tickets 3/23	320230219	$ 235.75
62243	100308 - UNITED MAINTENANCE SYSTEMS	$ 6,100.50			
			Svc/Janitorial/Park Restrooms(8) 3/23	15456	$ 6,100.50
62244	2193 - WEST GROVE VOLLEYBALL, LLC	$ 30.55			
			Instruct/Advanced Volleyball 3/5-3/26	3/26/23	$ 30.55
62245	101980 - WORTHINGTON FORD	$ 2,582.61			
			Replace/Water Pump/Unit #664	129768/1	$ 2,582.61

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62246	1974 - YUNEX LLC	$ 9,198.64			
			Repair/Traffic Signals 2/23	5620042353	$ 4,512.50
			Replace/Traffic Signal Pole/Knockdown/Orange & Walker 2/26	5620040207	$ 366.00
			Svc/Street Light Survey 2/23	5610283280	$ 189.07
			Traffic Signal Maint 2/23	5610283249	$ 4,131.07
62247	0 - AVELAR DE LA TEJERA, SANDRA	$ 500.00			
			Refund/Recycling Deposit/4812 Corsica Dr	Rfd 4/14/23	$ 500.00
62248	0 - CALIBER CONSTRUCTION	$ 13,716.00			
			Refund/Recycling Deposit/5660 Katella Ave	Rfd 4/14/23	$ 13,716.00
62249	0 - HUNTER, DAVID	$ 300.00			
			Refund/Facility Deposit/Contract #7063	Rfd 4/14/23	$ 300.00
62250	0 - KILLEEN, MIKE	$ 500.00			
			Refund/Building Permit #BS-23-117/9753 Cedar Ct	Rfd 4/14/23	$ 500.00
62251	0 - KILLEEN, MIKE	$ 500.00			
			Refund/Building Permit #BS-23-19/5437 Oxford Dr	Rfd 4/14/23	$ 500.00
62252	0 - MC CLAIN, BRENT	$ 500.00			
			Refund/Recycling Deposit/5155 Edgemont Circle	Rfd 4/14/23	$ 500.00
62253	0 - SHEA PROPERTIES MANAGEMENT CO., INC	$ 50,000.00			
			Refund/Recycling Deposit/5253 Katella Ave	Rfd 4/14/23	$ 50,000.00
62254	0 - SRI LANKA MUSLIN ASSOC OF CALIFORNIA	$ 300.00			
			Refund/Facility Deposit/Contract #7100	Rfd 4/14/23	$ 300.00
62255	628 - A-1 TRANSMISSION	$ 582.77			
			Repair/Axle/Transmission/Unit #605	56172	$ 582.77
62256	1346 - A1 TEST ONLY & SMOG	$ 240.00			
			Svc/Smog Test/Unit #102	1374722 4/20/23	$ 40.00
			Svc/Smog Test/Unit #103	1374723 4/12/23	$ 40.00
			Svc/Smog Test/Unit #150	1223644 4/13/23	$ 40.00
			Svc/Smog Test/Unit #171	1312809 4/19/23	$ 40.00
			Svc/Smog Test/Unit #694	6CMW154 4/19/23	$ 40.00
			Svc/Smog Test/Unit #698	1312354 4/20/23	$ 40.00
62257	106914 - ADMINSURE	$ 3,376.00			
			Workers Comp Claims Admin 5/23	15942	$ 3,376.00
62258	100681 - ADVANCED ALARM & FIRE INC	$ 415.00			
			Svc/Alarm Monitor/Civic Center & Sr Center & Comm Center 4/23	892820	$ 415.00
62259	1398 - AGI ACADEMY-ANCOM GROUP, INC	$ 78.00			
			Instruct/Math Workshop 3/9-4/6	4/6/23	$ 78.00
62260	128591 - ALIN PARTY SUPPLY CO-PARTY DEPOT	$ 66.08			
			Balloons(150)/Sr Center Anniversary Event 4/19	685217	$ 33.04
			Balloons(150)/Sr Center Volunteer Recognition 4/19	658218	$ 33.04
62261	105442 - ALL CITY MANAGEMENT SERVICE INC	$ 9,044.35			
			Crossing Guard Services(15 Hrs)/Orange & Grindlay 3/19-4/1	84532(A)	$ 361.35
			Crossing Guard Services(360.44 Hrs) 3/19-4/1	84532	$ 8,683.00

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62262	122070 - AMERICAN PUBLIC WORKS ASSOC	$ 286.25			
			Dues/American Public Works Assoc/DD 6/1/23-5/31/24	Dues/DD 2023-24	$ 286.25
62263	1619 - ARDURRA GROUP, INC-ANDERSON PENNA PARTNERS	$ 30,858.00			
			Inspect/Concrete Rehab 3/23	135602	$ 19,200.00
			Inspect/Gas Main Replacement/Permit #PW-22-186 3/23	135605	$ 3,060.00
			Inspect/Sewer System Improvements 3/23	135604	$ 2,550.00
			Inspect/Various Non-CIP Engineering Permits 3/23	135598	$ 6,048.00
62264	110860 - AT&T	$ 3,420.30			
			9391033694-PW Phone Svc 3/23	3/23(J)	$ 154.88
			9391033698-PW Phone Svc 3/23	3/23(I)	$ 25.64
			Phone Svc/Multi-Line 3/13-4/12	3/13/23-4/12/23	$ 3,239.78
62265	252 - AUTO ZONE, INC	$ 76.38			
			Anti-Freeze(5 Gls)/Wiper Blade(1) 4/19	5521884181	$ 100.09
			Credit/Overpayment 12/29/20	5521-CK55593	$ (23.71)
62266	960 - BARTLETT, CHRISTEN	$ 72.00			
			Parking & Meals/CA Assoc of Property & Evidence 4/3-4/7	Reimb 4/28/23	$ 72.00
62267	630 - BATTERY SYSTEMS INC	$ 1,841.31			
			Credit/Vehicle Battery(1) 3/21	33380321232024	$ (389.45)
			Vehicle Batteries(2) 4/4	34630403231319	$ 745.70
			Vehicle Batteries(3) 3/30	33380330231028	$ 454.80
			Vehicle Batteries(4) 3/10	34630309231458	$ 1,030.26
62268	109327 - BEE REMOVERS - HONEYCOTT, INC	$ 130.00			
			Svc/Bee Removal/Civic Center Parking Lot 4/17	601026	$ 130.00
62269	1822 - BENEFITS COORDINATORS CORPORATION BCC	$ 11,182.35			
			Insurance/Dental & Vision/City & Dist 5/23	B08TJJ	$ 10,010.45
			Insurance/Vision Claims/City & Dist 3/23	B08MLF	$ 1,171.90
62270	1600 - BRIGHTVIEW LANDSCAPE SERVICES, INC	$ 11,236.98			
			Svc/Landscape/Lexington Park 5/22	7886561	$ 5,618.49
			Svc/Landscape/Lexington Park 6/22	8074002	$ 5,618.49
62271	103197 - CALIFORNIA PARK & REC SOCIETY - CPRS	$ 320.00			
			Dues/CA Park & Rec Society/ER 6/1/23-5/31/23	Dues/ER 2023-24	$ 145.00
			Dues/CA Park & Rec Society/LM 6/1/23-5/31/23	Dues/LM 2023-24	$ 175.00
62272	103016 - CAMERON WELDING CO	$ 79.56			
			Cylinder Charges 4/23	09273380	$ 79.56
62273	2118 - CASC ENGINEERING AND CONSULTING, INC	$ 3,158.00			
			Construct/Modernization & Integration/Business Park 3/28	0048601	$ 3,158.00

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62274	123012 - CHARLES ABBOTT ASSOCIATES	$ 166,489.25			
			Building Inspection and Plan Check Services 1/23	65501-Reissue	$ 43,751.78
			Building Inspection and Plan Check Services 11/22	65164-Reissue	$ 42,208.42
			Building Inspection and Plan Check Services 2/23	65595	$ 72,767.05
			Svc/Engineering Plan Checks 3/23	65612	$ 1,390.00
			Svc/Fats, Oil & Grease/NPDES Inspections 3/23	65699	$ 5,647.00
			Svc/NPDES/Water Quality Mgmt Plan Reviews 3/23	65697	$ 725.00
62275	2090 - CHARTER COMMUNICATIONS HOLDINGS LLC SPECTRUM	$ 1,405.76			
			Cable TV Service	4/10/23-5/9/23	$ 132.43
			W/C CAD/RMS Ethernet Connection 4/4-5/3	0026082040523	$ 1,273.33
62276	109033 - CITY OF IRVINE	$ 600.00			
			PD Reg/Drug Influence Training/MZ & JM & NP & SC 5/15-5/17	23APR12	$ 600.00
62277	2212 - COASTAL PRESS, INC COASTAL FINISHING	$ 284.05			
			Svc/Laminate(152 Sheets) 4/11	96868	$ 284.05
62278	110067 - COMLINK LASER CARE	$ 338.24			
			Toner(1)/Finance 4/11	74866	$ 116.34
			Toner(1)/PD 4/10	74862	$ 110.95
			Toner(1)/PD 4/13	74873	$ 110.95
62279	1617 - CONTROL AIR ENTERPRISES LLC	$ 2,569.32			
			Emergency Svc/HVAC Electrical Wiring/PD 3/22-3/27	3080517	$ 2,569.32
62280	115003 - COUNTY OF ORANGE	$ 5,830.50			
			Parking Violations 3/23	3/23	$ 5,830.50
62281	115003 - COUNTY OF ORANGE	$ 1,104.51			
			PD Svc/OC Automated Telecommunications System 4/23	SH65123	$ 1,104.51
62282	115003 - COUNTY OF ORANGE	$ 1,855.00			
			PD Svc/Automated Fingerprint Identification System 4/23	SH64974	$ 1,855.00
62283	115003 - COUNTY OF ORANGE	$ 2,234.00			
			W/C Svc/Communication Charges/800 MHz Radio 4/1/23-6/30/23	SC13831	$ 2,234.00
62284	710 - COUNTY OF ORANGE SHERIFF'S DEPARTMENT - OCSD	$ 22,094.00			
			PD Svc/OCSD Comm Charges/800 MHz Radio 4/1/23-6/30/23	SC13776	$ 22,094.00
62285	1820 - CURBELO, EDWARD	$ 120.00			
			Meals/Homicide & Death Investigations 3/27-4/7	Reimb 4/28/23	$ 120.00
62286	1622 - DANIELS TIRE SERVICE, INC	$ 1,615.14			
			Vehicle Tires(6)/SWAT Unit #685 3/20	200469514	$ 682.86
			Vehicle Tires(7)/PD 3/28	200470070	$ 932.28
62287	116854 - DATA TICKET INC-MSB	$ 1,751.78			
			Parking Citation Processing 3/23	150050	$ 1,751.78
62288	100707 - DEPT OF JUSTICE ACCT OFFICE CASHIER UNIT	$ 322.00			
			Svc/Fingerprints(4)/Recreation 3/23	647777	$ 128.00
			Svc/Fingerprints(5)/PD 3/23	647777(A)	$ 194.00
62289	799 - DIGITAL SCEPTER CORP	$ 17,152.00			
			W/C Firewall/CAD/RMS 1/26/23-1/26/24	14150	$ 17,152.00

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62290	345 - DISCOUNT TIRE STORE	$ 240.00			
			Svc/Mount & Balance Tires(6)/SWAT Unit #685	103000044	$ 240.00
62291	2224 - DUKE REALTY	$ 163,106.71			
			Refund/Amazon Warehouse Deposit(Mitsubishi Site)/6400 Katella	Rfd 4/28/23	$ 144,844.01
			Refund/Amazon Warehouse Deposit(Mitsubishi Site)/6400 Katella	Rfd(A) 4/28/23	$ 1,475.00
			Refund/Amazon Warehouse Deposit(Mitsubishi Site)/6400 Katella	Rfd(B) 4/28/23	$ 6,787.70
			Refund/Amazon Warehouse Deposit(Mitsubishi Site)/6400 Katella	Rfd(C) 4/28/23	$ 10,000.00
62292	1296 - EDCO CNG	$ 1,200.54			
			Natural Gas(372.84 Gls)/Sweepers(2)/Sewer Truck(1) 3/16-3/31	04032023-6	$ 1,200.54
62293	2185 - ENVIRO SAFETY PRODUCTS, PUBLIC SAFETY CENTER	$ 225.28			
			PD Exam Gloves(2K) 4/18	6134298	$ 225.28
62294	2229 - ESQUIVEL, CHRISTOPHER	$ 24.00			
			Meals/Patrol Rifle Course 3/30-3/31	Reimb 4/28/23	$ 24.00
62295	1115 - FRONTIER	$ 396.44			
			7148996947 - Phone Svc/Sewers 5/23	5/23	$ 55.36
			W/C Phone Svc/5624931036 5/23	5/23(A)	$ 71.78
			W/C Svc/Circuit Line 4/13-5/12	4/13/23-5/12/23	$ 269.30
62296	1114 - FRONTIER COMMUNICATIONS OF CA	$ 8,944.32			
			W/C Svc/Priority Radio Line 1/5-2/4	7002Z403S23005	$ 1,627.28
			W/C Svc/Priority Radio Line 12/5-1/4	7002Z403S22339	$ 1,581.87
			W/C Svc/Priority Radio Line 2/5-3/4	7002Z403S23036	$ 1,627.28
			W/C Svc/Priority Radio Line 3/5-4/4	7002Z403S23064	$ 2,129.02
			W/C Svc/Priority Radio Line 4/5-5/4	7002Z403S23095	$ 1,978.87
62297	889 - FULL SAIL ENTERPRISES, INC	$ 229.30			
			Install/Graphics/Motor Unit #658 & #659	126-2302	$ 229.30
62298	1596 - GARON WYATT INVESTIGATIVE SERVICES	$ 1,879.90			
			W/C Svc/Background Check(1) 4/25	2023 WCBG1	$ 1,879.90
62299	1936 - GOGOV, INC	$ 8,448.00			
			Software License/Code Enforcement Mgmt 5/1/23-4/30/24	23-086	$ 8,448.00

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62300	119018 - GOLDEN STATE WATER COMPANY	$ 23,542.65			
			Svc/Athletic Fields 3/23	3/23(E)	$ 1,758.44
			Svc/Civic Center 3/23	3/23(F)	$ 2,282.34
			Svc/Community Center 3/23	3/23(D)	$ 34.23
			Svc/Lexington Park 3/23	3/23(H)	$ 1,868.31
			Svc/Maint Yard Landscaping 3/23	3/23(K)	$ 376.71
			Svc/Parks Landscaping 3/23	3/23(I)	$ 4,625.86
			Svc/Parks Landscaping 4/23	4/23(A)	$ 921.29
			Svc/Parkway Maint 3/23	3/23(J)	$ 4,087.79
			Svc/Parkway Maint 4/23	4/23(B)	$ 5,557.97
			Svc/Sr Center 3/23	3/23(C)	$ 74.55
			Svc/Stanton Channel Berm 3/23	3/23(G)	$ 1,615.61
			Svc/Storm Drain 2/23-4/23	2/23-4/23	$ 199.64
			Svc/Storm Drain 4/23	4/23	$ 139.91
62301	110815 - GRIFFIN STRUCTURES INC	$ 5,870.00			
			Final/Construct Mgmt/Arnold Cypress Park Rehab 3/23	GSI-CACPR-10	$ 5,870.00
62302	111285 - HARDY & HARPER, INC	$ 118,572.48			
			Final/Construct/Arterial Street Rehab 2/23	49228	$ 118,572.48
62303	103008 - HARTZOG & CRABILL	$ 3,003.75			
			Svc/Monitor Traffic Signals 3/23	23-0248	$ 3,003.75
62304	117233 - HOME DEPOT CREDIT SVC-REC #0720	$ 155.23			
			Key Rings(4)/Facility Operations/Comm Center 3/20	3522601	$ 15.17
			Outdoor Bench(1)/Community Center Events 3/8	6501974	$ 140.06
62305	1199 - IMPEX TECHNOLOGIES, INC	$ 4,210.80			
			W/C Svc/Data Storage/CAD/RMS 1/3/23-11/30/23	19624	$ 4,210.80
62306	2221 - ITTY BITTY SOFTPLAY PARTY RENTAL, LLC	$ 800.00			
			Rent/Toddler Play Equipment/Spring Egg Hunt 4/8	1123	$ 800.00
62307	103024 - JHM & CARSON SUPPLY	$ 682.65			
			Catch Basin Grates(20)/PVC Connectors(2)/PVC Cement(1 Pt) 3/20	85224/3	$ 546.95
			Grass Seed(10 Lbs)/Civic Center 4/5	85626/3	$ 64.81
			PVC Cement(1 Pt)/Primer(1 Pt)/Misc 4/14	85840/3	$ 70.89
62308	2039 - KELLY SPICERS INC KELLY SPICER STORES	$ 719.99			
			Specialty Paper(13.5 Rms) 4/13	11272703	$ 719.99
62309	2211 - KNIGHT LEADERSHIP SOLUTIONS LLC MARIE KNIGHT	$ 7,500.00			
			Svc/Strategic Planning Facilitation 3/28	300	$ 7,500.00
62310	336 - LEXISNEXIS RISK DATA MANAGEMENT, INC	$ 300.00			
			PD Svc/Database 3/23	1538745-20230331	$ 300.00
62311	122069 - LIEBERT CASSIDY WHITMORE	$ 3,199.90			
			Legal Service/HR Matter #CY020-00001 3/23	238186	$ 2,895.90
			Legal Service/HR Matter #CY020-00038 3/23	238885	$ 304.00

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62312	2205 - LONG BEACH FORD LLC BP FORD OF LONG BEACH	$ 1,495.01			
			Coils(8)/Spark Plugs(8)/Jet Kits(2) 3/31	201138FOW	$ 504.53
			Door Handles(3) 4/18	201753FOW	$ 17.83
			Replace/Fuel Canister/Unit #612	FOCB700931	$ 972.65
62313	2225 - LOS ALAMITOS LOCK SERVICE DARIN I COUNCIL	$ 184.83			
			PD Keys(3)/Booking Room Evidence Cabinet 4/2	5047	$ 9.83
			PD Replace/Lock(1)/Gun Locker 2/27	5006	$ 175.00
62314	933 - LSA ASSOCIATES, INC	$ 26,540.50			
			Consult/Enviro Document & Tech Analysis/Goodman Center 3/23	187736	$ 5,139.25
			Consult/Housing Element/Enviro Impact Report 3/23	187732	$ 19,572.00
			Consult/Mitigated Negative Declaration/Business Park 3/23	187734	$ 1,829.25
62315	111271 - MAR-CO EQUIPMENT CO	$ 1,133.01			
			Replace/Valve Assembly/Sweeper Unit #137	192804	$ 170.96
			Sweeper Gutter Brooms(5) 3/29	192529	$ 962.05
62316	914 - MCSHANE, CHRISTOPHER	$ 48.00			
			Meals/Hostage Rescue Tactics 4/3-4/6	Reimb 4/28/23	$ 48.00
62317	2217 - MI JALISCO NURSERY INC	$ 1,740.29			
			Plants(115)/Lexington Park 4/19	4180	$ 570.54
			Plants(55)/Oak Knoll Park 4/6	3494	$ 424.46
			Plants(98)/Lexington Park 4/18	4250	$ 745.29
62318	1445 - MVP SECURITY SYSTEMS, INC.	$ 21,582.00			
			Replace/Outdated Keycard Control Panel Equip/City Hall 4/6	2194	$ 21,582.00
62319	129724 - NAPA AUTO PARTS - SO CAL AUTO & TRUCK PARTS INC	$ 738.41			
			Brake Rotors(4)/Brake Pads(3)/Misc 4/12	432246	$ 738.41
62320	103425 - NATIONWIDE-VETERINARY PET INSURANCE	$ 875.71			
			PD Pet Insurance/Bono 6/3/23-6/2/24	C-2590642 23/24	$ 875.71
62321	2180 - NU LINE TECHNOLOGIES, LLC	$ 10,229.60			
			Construct/Sewer System Improvements 3/23	I2022-152-1	$ 10,229.60
62322	672 - O'REILLY AUTO PARTS	$ 621.72			
			Ignition Wire(1 Set)/Spark Plugs(6)/Misc 4/14	3078-402146	$ 256.92
			Oil(6 Qts)/Grease(2 Tubes)/Glue(2 Tubes)/Misc 4/11	3078-401612	$ 89.73
			Replace/Drive Belt System/Unit #621	3078-400323	$ 195.50
			Replace/Tractor Battery/Unit #826	3078-403122	$ 79.57
62323	492 - PAUL'S CAR WASH & LUBE CENTER-FIRESTONE HAND WASH	$ 285.75			
			Svc/Car Wash/PD(26) 3/23	2156	$ 285.75
62324	871 - PEREZ, DIANA	$ 450.45			
			Instruct/Learn & Grow 3/1-4/5	4/5/23	$ 450.45
62325	130231 - RSG, INC ROSENOW SPEVACEK GROUP INC	$ 1,596.25			
			Consult/Affordable Housing/Citrus Square Senior Community 3/23	I010218	$ 1,596.25
62326	2031 - SDI PRESENCE LLC	$ 2,316.21			
			W/C Svc/Monitor IT/CAD System 2/23	12141	$ 2,316.21

City of Cypress
Payment Register
04/08/23-05/05/23

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
62327	730 - SIERRA INSTALLATIONS, INC	$ 575.00			
			Svc/Update Banners(5)/Community Center 3/22	23101	$ 575.00
62328	119051 - SMART & FINAL (REC & PARKS)	$ 379.53			
			Food/Playground/Kids Night Out 3/16	3565620027501	$ 14.97
			Food/Sr Center 3/7	3565620011501	$ 18.68
			Food/Sr Center Prom 3/9	3565620001803	$ 19.67
			Supplies/Playground/Kids Night Out 3/16	3565620027403	$ 24.75
			Supplies/Sr Center 3/2	3565620005401	$ 157.38
			Supplies/Sr Center 3/21	3565620020802	$ 82.70
			Supplies/Sr Center Prom 3/7	3565620011601	$ 61.38
62329	119016 - SO CAL EDISON	$ 3,209.30			
			700351486618 Svc/Willow Park 3/23	3/23(C)	$ 500.77
			700564248438 Svc/Traffic Signals 3/23	3/23(D)	$ 2,708.53
62330	119017 - SO CAL GAS CO	$ 108.72			
			08131074000 Svc/Storm Drain 4/23	4/23(B)	$ 24.39
			14011061398 Svc/Storm Drain 4/23	4/23	$ 46.39
			16111070716 Svc/Storm Drain 4/23	4/23(A)	$ 37.94
62331	543 - SORVILLO, BRYAN	$ 9,403.80			
			Instruct/Group Tennis 3/27-5/5	5/5/23	$ 8,899.80
			Instruct/Private Tennis 3/1-3/31	3/23	$ 504.00
62332	1591 - SOUTHERN CALIFORNIA NEWS GROUP	$ 6,503.63			
			Pub Notice/Bids/Residential Street Resurfacing/Project #314	0011592077	$ 1,945.30
			Pub Notice/Bids/Senior Center Improvements/Project #290	0011593340	$ 1,858.96
			Pub Notice/Bids/Street Name Signs/Project #338	0011590567	$ 2,699.37
62333	1279 - SOUTHERN CALIFORNIA SHREDDING, INC	$ 60.00			
			PD Svc/Shredding 4/10	223561	$ 60.00
62334	125888 - SPARKLETTS	$ 290.92			
			Comm Center Bottled Water 3/23	4104724 3/23	$ 35.91
			Maint Bottled Water 3/23	4106666 3/23	$ 75.46
			PD Bottled Water 3/23	4104648 3/23	$ 139.65
			Print Shop Bottled Water 3/23	4105217 3/23	$ 11.97
			Sr Center Bottled Water 3/23	4104716 3/23	$ 27.93
62335	109248 - STAPLES CREDIT PLAN-POLICE	$ 88.34			
			PD Ink(3 Cartridges)/Property & Evidence 3/8	6858	$ 88.34
62336	108964 - STAPLES CREDIT PLAN-WEST COMM	$ 69.92			
			W/C Copy Paper(10 Rms) 4/14	32580113781	$ 69.92
62337	544 - STEAMX, LLC	$ 121.26			
			Replace/Hose(50 Ft)/Coupler(1)/Unit #404	65346	$ 121.26
62338	122963 - STERICYCLE INC	$ 43.33			
			PD Med Waste Removal 4/23	3006410829	$ 43.33
62339	1330 - SUPERIOR PROPERTY SERVICES, INC-SUPERIOR GRAFFITI	$ 7,084.00			
			Svc/Graffiti Removal/Streets & Parks 3/23	17771	$ 7,084.00

City of Cypress
Payment Register
04/08/23-05/05/23

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
62340	1133 - SWAGIT PRODUCTIONS, LLC GRANICUS	$ 695.00			
			Svc/Video Stream/Council Meetings 3/23	SW002032SI	$ 695.00
62341	588 - THE COUNSELING TEAM INTERNATIONAL	$ 585.00			
			PD Svc/Psych Eval(1) 4/18	86243	$ 300.00
			W/C Svc/Employee Counseling 3/23	86089	$ 285.00
62342	2067 - THE ORIGINAL GOODIE'S UNIFORM	$ 442.93			
			PD Safety Equip & Uniform/CEsquivel	8583	$ 442.93
62343	110602 - TK ELEVATOR CORP THYSSENKRUPP ELEVATOR	$ 497.17			
			Svc/Elevator Maint 4/1/23-6/30/23	3007198707	$ 497.17
62344	2145 - TMR GENERAL ENGINEERING INC ABTIN TEYMOORIAN	$ 10,165.00			
			Final/Replace/Bathroom Countertop/Comm Center 4/23	01-335	$ 10,165.00
62345	1170 - TOM'S PLUMBING & DRAIN SERVICE CORP	$ 325.00			
			Repair/Toilet Clog/Sr Center Restroom 3/23	57056	$ 325.00
62346	105052 - TOPAZ ALARM CORP.	$ 105.00			
			Monitor Pumps 5/23	141373	$ 105.00
62347	128063 - U S ARMOR CORPORATION	$ 674.06			
			PD Ballistic Vest(1)/BPaul 4/13	41651	$ 674.06
62348	127207 - UNDERGROUND SVS ALERT OF SO CA	$ 578.71			
			Fee/Underground Safety Board 2021	22-2303345(A)	$ 578.71
62349	1139 - UNIFIRST CORP	$ 462.80			
			Uniforms/Mats/Mops/Towels 3/23	3/23	$ 462.80
62350	1242 - UNIFORM DEPOT, INC-MR UNIFORM	$ 1,199.09			
			PD Safety Gear & Uniform/CEsquivel	7122-1	$ 681.86
			Uniform/BRosette	7152	$ 31.21
			Uniform/CEsquivel	7122-2	$ 486.02
62351	100308 - UNITED MAINTENANCE SYSTEMS	$ 7,980.00			
			Svc/Janitorial/Park & Rec Facilities 3/23	15457	$ 7,980.00
62352	109555 - UNITED RENTALS NORTHWEST INC	$ 3,658.84			
			Credit/Disputed Rental/Boom Truck 2/4-3/1	0215657417-003	$ (6,630.93)
			Fuel(8 Gls)/Boom Truck Rental 2/2	215657417-002	$ 98.17
			Rent/Boom Truck 2/2-2/4	215657417-001	$ 10,191.60
62353	1997 - VACCARO, FRANK WEST COAST OFFICIALS	$ 1,540.00			
			Officials(28 Games)/Youth Basketball 5/1-5/23	1500	$ 1,540.00
62354	2072 - VELASCO, ALICIA	$ 300.00			
			Executive Mgmt Wellness Program 2023	Reimb 4/28/23	$ 300.00
62355	1992 - VOORHEES, RONDA	$ 1,749.15			
			Instruct/Art Fun/Piano/Acting 4/5-5/24	5/24/23	$ 1,749.15

City of Cypress
Payment Register
04/08/23-05/05/23

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
62356	2142 - VRC COMPANIES, LLC VITAL RECORDS HOLDINGS, LLC	$ 1,356.53			
			Off-Site Records Storage/Retrieval 1/23	3253873	$ 199.43
			Off-Site Records Storage/Retrieval 10/22	2997472	$ 281.69
			Off-Site Records Storage/Retrieval 11/22	3075078	$ 199.43
			Off-Site Records Storage/Retrieval 12/22	3200916	$ 199.43
			Off-Site Records Storage/Retrieval 2/23	3305450	$ 275.83
			Off-Site Records Storage/Retrieval 3/23	3408372	$ 200.72
62357	112149 - WESTERN EXTERMINATOR COMPANY	$ 460.00			
			Svc/Pest Control/Citywide 3/23	239229C	$ 460.00
62358	1962 - WEX HEALTH INC-WEX	$ 93.75			
			Admin Fee/Flex Spending 3/23	0001710926IN	$ 93.75
62359	0 - CHANDLER'S ROOFING	$ 500.00			
			Refund/Recycling Deposit/4252 Avenida Madrid	Rfd 4/28/23	$ 500.00
62360	0 - HIRANAKA, FRANCES	$ 200.00			
			Refund/Facility Deposits/Contracts #7105 & #7235	Rfd 4/28/23	$ 200.00
62361	0 - HUGHES, BILL	$ 6,180.00			
			Refund/Recycling Deposit/4747 Katella Ave, Unit #100	Rfd 4/28/23	$ 6,180.00
62362	0 - HUGO, CORAZON	$ 300.00			
			Refund/Facility Deposit/Contract #6971	Rfd 4/28/23	$ 300.00
62363	0 - KIM, JAMI	$ 50.00			
			Refund/Flow Yoga 4/18-5/9	Rfd 4/28/23	$ 50.00
62364	0 - MIRANDA, GERARDA	$ 1,900.00			
			Refund/Cancelled Contract #7099	Rfd 4/28/23	$ 1,900.00
62029	1241 - SPECTRUM SECURITY GROUP LLC	$ (175.00)			
			PD Install/Lock/Gun Locker 2/27	5006	$ (175.00)
62152	0 - STEWART, KRISTINE	$ (80.00)			
			Refund/Citation #CP453779	Rfd 3/31/23	$ (80.00)
Total EFTs		$ 567,955.04			$ 567,955.04
Total Warrants		1,697,281.33			1,697,281.33
Transfer to Payroll (W1500)		726,067.87	Payroll 03/31/23-04/14/23		726,067.87
Transfer to Payroll (W1501)		755,284.93	Payroll 04/14/23-04/28/23		755,284.93
Grand Totals		$ 3,746,589.17			$ 3,746,589.17

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **19.**

FROM: Alicia Velasco, Planning Director

DATE: 06/12/2023

SUBJECT: Approve Specific Plan Amendment No. 2023-01 and Site Plan Review No. 2023-01 for an Addition to an Existing Building at 10900 Walker Street

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RECOMMENDATION

1. Introduce for first reading an Ordinance approving Specific Plan Amendment No. 2023-01 to the McDonnell Center Specific Plan; and

2. Adopt a Resolution approving Site Plan Review No. 2023-01; and

3. Confirm the project is exempt from California Environmental Quality Act requirements.

DISCUSSION

LTP Modern Machine applied for an amendment to the McDonnell Center Specific Plan to permit an increase in the Planning Area's maximum permitted square footage and a site plan review to construct a 24,452 square foot addition to the existing 99,643 square foot warehouse at 10900 Walker Street.

Background

The McDonnell Center Specific Plan was adopted in 1982 (and amended in 1994) and designates 71.23 acres for business park uses. The existing building was approved in 2001.

LTP Modern Machine is an aerospace parts manufacturer that has operated at the site since 2016. It has outgrown the facility and prefers to expand their existing building rather than relocate outside Cypress.

Project Description

The project adds 24,452 square feet of manufacturing space and a new courtyard entrance to the existing building.

Subject Property and Surrounding Land Uses

The property is located within Planning Area 1 of the McDonnell Center Specific Plan. The site is developed with a 99,643 square-foot, two-story building, surface parking, and

landscaping.

The project site is bounded by:

Direction	Land Use	Zoning
North	Office/Warehouse	PC 3 – McDonnell Center Specific Plan
South	Office (The Travel Corporation)	PC 3 – McDonnell Center Specific Plan
East	Office (Toyo Tire USA)	PC 3 – McDonnell Center Specific Plan
West	Office and Costco Commercial	PBP – Planned Business Park

Regulatory Control

General Plan/Zoning/Specific Plan and Required Discretionary Actions

The site's General Plan designation is Specific Plan Area and the zoning designation is PC-3, Planned Community Business Park. Both designations are subject to the McDonnell Center Specific Plan (Specific Plan). The site is in Planning Area 1 of the Specific Plan, which is intended for warehousing, light industrial, and office uses. The existing light manufacturing operation is a permitted use.

The Specific Plan specifies the maximum building square footage for each Planning Area. Planning Area 1 is built to the maximum permitted 361,000 square feet. The proposed addition requires an amendment to the Specific Plan to increase in the permitted square footage. Section 4.20.080 of the Zoning Ordinance establishes the required findings for a Specific Plan Amendment, which are included in the Specific Plan Amendment ordinance.

The Specific Plan requires a Site Plan Review for all proposed development that requires a building permit. Section VI.C.6 of the Specific Plan establishes the necessary findings for Site Plan approval. These findings are included in the Site Plan Review resolution.

Site Plan Review

Development Standards

The site plan review found that the project meets all Specific Plan development standards:

Standards	Required	Proposed
Minimum Building Setback (from Walker St.)	30 feet	134’-4”
Minimum Building Setback (from interior PL)	5 feet	North: 61’-10” East: 35’-9” South: 46’-6”
Minimum Surface Parking Setbacks (from Walker St.)	20 feet	20 feet
Maximum Height	99 feet	29’-8”
Maximum Lot Coverage	60%	39.5%
Maximum Floor Area Ratio	1.0	0.47

Access, Parking, and Loading

The site is accessible by two driveways along Walker Street, which provide access to internal drive aisles and the loading area. The loading area is located on the east side of the building and is not visible from the public right of way.

The project exceeds the Specific Plan's parking requirements.

Land Use	**Parking Standards**	**Parking Required**
Office	1 space / 250 sf (31,401 sf)	126 spaces
Warehousing	1st 20,000 sf: 2 spaces / 1,000 sf 2nd 20,000 sf:1 space / 2,000 sf Above 40,000 sf: 1 space / 4,000 sf	40 spaces 10 spaces 14 spaces
Spaces Required		**190 spaces**
Spaces Provided		**194 spaces**

Building Design

The proposed addition is consistent with the Specific Plan design guidelines and the design of the existing building. The buildings are a contemporary architectural style, with a neutral color palate and a variety of materials. The addition features a new employee entrance and open courtyard enhanced by a decorative concrete wall. Proposed materials include reflective glazing and gray aluminum panels to match the existing building.

SPECIFIC PLAN AMENDMENT

The Specific Plan defines the maximum square footage for each of the six Planning Areas. Planning Area 1 is built to its maximum permitted area of 361,000 square feet. Existing businesses cannot expand above the cap, even if the addition meets all development standards. The proposed amendment permits additions up to 25 percent of the existing building, provided all development standards (e.g., parking, setbacks, and building height) are met.

CONSISTENCY WITH GENERAL PLAN OBJECTIVES

The project is consistent with the General Plan goals/policies:

LU-1: Create a well-balanced land use pattern that accommodates existing and future needs for housing, commercial, industrial and open space/recreation uses, while providing adequate community services to residents.

LU-2: Ensure that new development is compatible with surrounding land uses, the circulation network, availability of public facilities, and existing development constraints.

LU-10: Carefully regulate future development in the Business Park to ensure the current high quality environment is maintained.

By accommodating the growth of a successful high-tech manufacturing business, the project will contribute to the economic vitality of the Business Park. The project is compatible with surrounding light manufacturing and office uses and the addition design integrates well with the existing building and other buildings in the Specific Plan.

ENVIRONMENTAL REVIEW
The project includes two entitlement requests: an ordinance amending the McDonnell Center Specific Plan and a site plan review. Both are exempt from California Environmental Quality Act (CEQA) review under CEQA General Rule Section 15061(b)(3). Section 15061(b)(3) states that CEQA applies only to projects that have the potential for causing a significant effect on the environment. The ordinance establishes procedures and standards for additions to existing buildings within an urbanized business park. The proposed addition represents .01% of the permitted square footage within the Specific Plan area. Further the project is exempt as in-fill development pursuant to Section 15332 of CEQA Guidelines because the project site is less than five acres and located in an urban enviroment.

PUBLIC HEARING / PUBLIC OUTREACH PROCESS
Public hearing notices were posted and mailed to the owners of all properties located within 500 feet of the project. All written communication related to the public hearing received prior to publishing the City Council agenda is attached. Written communication submitted by 3:00 p.m. on June 12 will be part of the public hearing administrative record.

ALTERNATIVE ACTIONS
If the City Council identifies issues which should be addressed prior to taking action on this application, the City Council may consider:

1. Adding conditions of approval to address concerns;
2. Continuing the public hearing and directing staff to work with the applicant to resolve the issues; or
3. Continuing the public hearing, making findings for denial and directing staff to return to City Council with a resolution for denial.

BUDGET IMPACT
None.

LEGAL REVIEW
None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Ordinance
Site Plan Resolution
Project Conditions
Project Plans
Vicinity Map
Notice of Exemption

ORDINANCE NO.

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CYPRESS, CALIFORNIA, ADOPTING AN AMENDMENT TO SECTION V (DEVELOPMENT REGULATIONS) OF THE MCDONNELL CENTER SPECIFIC PLAN TO PERMIT AN INCREASE IN THE PLANNING AREA'S MAXIMUM PERMITTED SQUARE FOOTAGE FOR ADDITIONS THAT MEET SPECIFIED REQUIREMENTS.

WHEREAS, the City Council of the City of Cypress has considered an application submitted by Miguel Ibarra of Kamus + Keller ("Applicant") on behalf of LTP Modern Machine ("Developer") for a 24,452 square foot addition to the existing 99,643 square foot building located at 10900 Walker Street in the McDonnell Center Specific Plan (the "Project"); and

WHEREAS, the Project requires the following to be approved by the City Council: an amendment to the McDonnell Center Specific Plan (Specific Plan Amendment No. 2023-01) and a Site Plan Review (SPR No. 2023-01); and

WHEREAS, an application was filed for approval of an amendment to the McDonnell Center Specific Plan ("Specific Plan") in accordance with the provisions of Section 4.20.080 of Appendix I (Zoning) of the Cypress Municipal Code to permit an increase in the Planning Area's maximum permitted square footage for additions that meet specified requirements; and

WHEREAS, the City Council has reviewed the goals and objectives of the General Plan as laid out in the City Council staff report dated June 12, 2023, and finds that the Project is consistent with the intent of the General Plan; and

WHEREAS, Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines, adoption of this Ordinance is exempt in that it can be seen with certainty that there is no possibility that the Ordinance may have a significant effect on the environment. The adoption of the proposed ordinance is covered by the general rule that CEQA applies only to projects that have the potential for causing a significant effect on the environment. The ordinance establishes procedures and standards for additions to existing buildings within an urbanized business park.

WHEREAS, on June 12, 2023, the City Council held a duly noticed public hearing and considered testimony on the application; and

WHEREAS, all legal prerequisites for the adoption of this ordinance have occurred.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CYPRESS, CALIFORNIA, DOES HEREBY ORDAIN, based upon substantial evidence taken from the administrative record and at the public hearing, AS FOLLOWS:

SECTION 1. The City Council hereby specifically finds that all of the facts set forth in the above Recitals are true and correct and are incorporated herein as findings of the City Council.

SECTION 2. Findings. Pursuant to Section 4.20.080 of Appendix I (Zoning) of the Cypress Municipal Code, the City Council finds, after due study and deliberation that the following circumstances exist:

1. The proposed development is in conformance with the goals, policies, and objectives of the general plan.

   The project is consistent with the following General Plan goals/policies:

   LU-1: Create a well-balanced land use pattern that accommodates existing and future needs for housing, commercial, industrial and open space/recreation uses, while providing adequate community services to residents.

   LU-2: Ensure that new development is compatible with surrounding land uses, the circulation network, availability of public facilities, and existing development constraints.

   LU-10: Carefully regulate future development in the Business Park to ensure the current high quality environment is maintained.

   The amendment will contribute to the continued economic vitality of the Cypress Business Park by providing flexibility for successful businesses seeking to expand their facilities. Limiting additions to 25 percent of the existing building area and requiring all other development standards be met will ensure that development is compatible with surrounding uses and that the high quality environment of the Business Park is maintained.

2. The design, location, shape, size, operating characteristics, and the provision of public and emergency vehicle (e.g., fire and medical) access and public services and utilities (e.g., fire protection, police protection, water, schools, solid waste collection and disposal, storm drainage, wastewater collection, treatment, and disposal, etc.), would ensure that the proposed development would not endanger, jeopardize, or otherwise constitute a hazard to the public health, safety, or general welfare, or injurious to the property or improvements in the vicinity and base zoning district in which the property is located.

   The Project is a 24,452 square foot addition to an existing 99,643 square foot warehouse building and will not create substantial changes to the site that would adversely impact public health, safety, or general welfare. The amendment requires additions to meet all applicable development standards, thereby limiting adverse impacts on public health, safety, or general welfare. Any future

applications for additions pursuant to the amended language are required to undergo Site Plan Review and would be reviewed for potential adverse impacts through the approval process.

3. The proposed development would:
   a. Ensure quality development by encouraging greater creativity and aesthetically pleasing designs for the individual components of the development and the development as a whole;
   b. Ensure the timely provision of essential public services and facilities consistent with the demand for the services and facilities; and
   c. Promote a harmonious variety of housing choices and commercial and industrial activities, if applicable; attain a desirable balance of residential and/or employment opportunities; and result in a high level of amenities and the preservation of the natural and scenic qualities of open space.

   The Specific Plan includes design guidelines, development regulations, and infrastructure plans which ensure quality development and the provision of essential public services and facilities. The amendment allows for small additions exceeding the maximum permitted square footage; however, it limits additions to 25 percent of the existing building area and requires all other development standards to be met. With these requirements, the amendment does not impact the Specific Plan's provisions for public services and quality development. The Specific Plan allows for a variety of commercial and industrial uses, consistent with the intent for the Cypress Business Park, as outlined in the General Plan.

4. The subject site is:
   a. Physically suitable for the proposed land use designation(s);
   b. Physically suitable for the type and density/intensity of development being proposed;
   c. Adequate in shape and size to accommodate the proposed development; and
   d. Served by streets adequate in width and pavement type to carry the quantity and type of traffic expected to be generated by the proposed development.

   As written, the amendment does not impact the suitability of the Specific Plan Area in regards to land use, density/intensity, shape and size, or circulation. The amendment limits the size of permitted additions and requires all other applicable standards to be met, ensuring proposed additions will be suitable for the site and compatible with surrounding development.

SECTION 3. A new Subsection O (Additions to Existing Buildings) is hereby added to Chapter V (Development Regulations) of the McDonnell Center Specific Plan as follows:

O. Additions to Existing Buildings

Additions which exceed the maximum permitted square footage for the Planning Area as specified in Chapter III (Development Plan) may be permitted subject to approval of a Site Plan Review pursuant to Section VI.C, provided the following circumstances exist:

1. The addition does not exceed twenty-five percent (25%) of the total existing building area on the site; and,

2. The addition meets all applicable development standards.

SECTION 4. CEQA In accordance with Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines, adoption of this Ordinance is exempt in that it can be seen with certainty that there is no possibility that the Ordinance may have a significant effect on the environment. The adoption of the proposed ordinance is covered by the general rule that CEQA applies only to projects that have the potential for causing a significant effect on the environment. The ordinance establishes procedures and standards for additions to existing buildings within an urbanized business park.

SECTION 5. Severability. Should any provision of this Ordinance, or its application to any person or circumstance, be determined by a court of competent jurisdiction to be unlawful, unenforceable or otherwise void, that determination shall have no effect on any other provision of this Ordinance or the application of this Ordinance to any other person or circumstance and, to that end, the provisions hereof are severable. The City Council of the City of Cypress declares that it would have adopted all the provisions of this Ordinance that remain valid if any provisions of this Ordinance are declared invalid.

SECTION 6. Effective date. This Ordinance shall become effective thirty (30) days from its adoption.

SECTION 7. Certification. The Mayor shall sign and the City Clerk shall certify to the passage and adoption of this Ordinance and shall cause the same to be published and posted pursuant to the provisions of law in that regard.

PASSED, APPROVED and ADOPTED by the City Council of the City of Cypress at a regular meeting held on the 12th day of June, 2023.

_____
MAYOR OF THE CITY OF CYPRESS

ATTEST:

_____
CITY CLERK OF THE CITY OF CYPRESS

STATE OF CALIFORNIA)
COUNTY OF ORANGE)SS

I, ALISHA FARNELL, City Clerk of the City of Cypress, DO HEREBY CERTIFY that the foregoing Ordinance was duly adopted at a regular meeting of the said City Council held on the 12th day of June, 2023, by the following roll call vote:

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

_____
CITY CLERK OF THE CITY OF CYPRESS

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS, CALIFORNIA, APPROVING SITE PLAN REVIEW NO. 2023-01, FOR A 24,452 SQUARE FOOT ADDITION TO AN EXISTING 99,643 SQUARE FOOT BUILDING LOCATED AT 10900 WALKER STREET IN THE MCDONNELL CENTER SPECIFIC PLAN AND FINDING THE PROJECT EXEMPT FROM CALIFORNIA ENVIRONMENTAL QUALITY ACT REQUIREMENTS.

WHEREAS, the City Council of the City of Cypress has considered an application submitted by Miguel Ibarra of Kamus + Keller ("Applicant") on behalf of LTP Modern Machine ("Developer") for a 24,452 square foot addition to the existing 99,643 square foot building located at 10900 Walker Street in the McDonnell Center Specific Plan (the "Project"); and

WHEREAS, the Project requires the following to be approved by the City Council: an amendment to the McDonnell Center Specific Plan (Specific Plan Amendment No. 2023-01) and a Site Plan Review (SPR No. 2023-01); and

WHEREAS, an application was filed for approval of a Site Plan Review for the Project in accordance with the provisions of Section VI.C of the McDonnell Center Specific Plan ("Specific Plan"); and

WHEREAS, the City Council has reviewed the goals and objectives of the General Plan as laid out in the City Council staff report dated June 12, 2023, and finds that the Project is consistent with the intent of the General Plan; and

WHEREAS, on June 12, 2023, the City Council held a duly noticed public hearing and considered testimony on the application; and

WHEREAS, Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines, exempts projects which can be seen with certainty that there is no possibility of a significant effect on the environment. The project proposes a 24,452 square foot addition to an existing 99,643 square-foot building in an established 71-acre business park (the McDonnell Center Specific Plan). The McDonnell Center Specific Plan permits 1,760,230 square feet of office and industrial uses of which 1,333,846 is constructed. After the project, there is 401,932 remaining buildable square feet within the Specific Plan Area. An initial study was prepared to assess the environmental impact of the Specific Plan and a Mitigated Negative Declaration was adopted with Specific Plan approval. In addition to meeting all development standards, the project represents .01% of the total permitted square footage in the Specific Plan, and has a Floor Area Ratio (FAR) of .47, less than half of the permitted FAR. The project is consistent with the General Plan, located within the City limits, and in an urbanized area served by public utilities. Further pursuant Section 15332 (In-Fill Development) of the CEQA Guidelines this project can be found exempt since the project site is 3.5 acres and located in an

urbanized area. Therefore this project is exempt in that it can be seen with certainty that there is no possibility that it may have a significant effect on the environment; and

WHEREAS, the City Council finds that the applicant agrees with the necessity of and accepts all elements, requirements, and conditions of this Resolution as being a reasonable manner of preserving, protecting, providing for, and fostering the health, safety, and welfare of the citizenry in general and the persons who work, visit or live in this development in particular.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CYPRESS, CALIFORNIA, DOES HEREBY RESOLVE, based upon substantial evidence taken from the administrative record and at the public hearing, AS FOLLOWS:

SECTION 1. Findings. Pursuant to the Section VI.C.6 of the Specific Plan, the City Council finds, after due study and deliberation that the following circumstances exist:

1. The proposed project is compatible with the intent and purpose of the Specific Plan.

   The Project is compatible with the intent and purpose of the McDonnell Center Specific Plan. The project is located in Planning Area 1, which is intended for warehousing, light industrial, and office uses. The Project will support the expansion of an existing light industrial business. With approval of the Specific Plan Amendment and the conditions included in Exhibit “A”, the project meets the intent of the Specific Plan and all applicable development requirements.

2. Development of the Site Plan will not have an adverse impact on the public health, safety, interest, convenience, or the general welfare.

   The Project is a 24,452 square foot addition to an existing 99,643 square foot warehouse building and will not create substantial changes to the site that would adversely impact public health, safety, convenience, or the general welfare. Approval of the conditions included in Exhibit “A”, will further ensure that the project will have no adverse impacts.

3. The Site Plan is compatible with the intent and purpose of the regulations and design guidelines of the McDonnell Center Specific Plan.

   With approval of the Specific Plan Amendment and the conditions included in Exhibit “A”, the Project meets all the development standards required by the McDonnell Center Specific Plan. The architectural design of the Project is consistent with the Specific Plan design guidelines in that it incorporates a variety of materials and complements the existing building.

SECTION 2. CEQA The City Council finds that the Project is categorically exempt from further environmental analysis pursuant to California Environmental Quality Act (CEQA) Guidelines, Section 15332 (In-Fill Development), because it is an infill project on a site less than five acres in size located in an urbanized area. Therefore, the City Council has determined that there is no substantial evidence that the project may have a significant effect on the environment.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of Cypress hereby approves Site Plan Review No. 2023-01, subject to the applicable conditions included in Exhibit “A”. The decision of the City Council is final and conclusive as to all things involved.

PASSED, APPROVED and ADOPTED by the City Council of the City of Cypress at a regular meeting held on the 12th day of June, 2023.

_____
MAYOR OF THE CITY OF CYPRESS

ATTEST:

_____
CITY CLERK OF THE CITY OF CYPRESS

STATE OF CALIFORNIA)
COUNTY OF ORANGE)SS

I, ALISHA FARNELL, City Clerk of the City of Cypress, DO HEREBY CERTIFY that the foregoing Resolution was duly adopted at a regular meeting of the said City Council held on the 12th day of June, 2023, by the following roll call vote:

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

_____
CITY CLERK OF THE CITY OF CYPRESS

EXHIBIT "A"

PROJECT TITLE:
SPECIFIC PLAN AMENDMENT NO. 2023-01 AND SITE PLAN REVIEW NO. 2023-01
LTP MODERN MACHINE ADDITION

ADDRESS: 10900 WALKER STREET

CONDITIONS OF APPROVAL

1. General Conditions

1.1. Unless and until the project applicant and property owner sign and return a City-provided affidavit accepting these conditions of approval, there shall be no entitlement of the application. The project applicant and property owner shall have 15 calendar days to return the signed affidavit to the Community Development Department. Failure to do so will render City Council action on the application void. *(Planning)*

1.2. This permit is granted for the plans dated March 13, 2023 ("the plans") on file with the Planning Division. The project shall conform to the plans, except as otherwise specified in these conditions, or unless a minor modification to the plans is approved by the Planning Director. A minor modification may be granted for minimal changes or increases in the extent of use or size of structures or of the design, materials or colors of structures or masonry walls. *(Planning)*

1.3. The applicant shall defend, indemnify, and hold harmless, the City and any agency thereof, or any of its agents, officers, and employees from any and all claims, actions, or proceedings against the City or any agency thereof, or any of its agents, officers or employees, to attack, set aside, void or annul, an approval of the City, or any agency thereof, advisory agency, appeal board, or legislative body, including actions approved by the voters of the City, concerning the project, which action is brought within the time period provided in Government Code Section 66499.37 and Public Resources Code, Division 13, CH. 4 (§ 21000 et seq. - including but not by way of limitation § 21152 and 21167). City shall promptly notify the applicant of any claim, action, or proceeding brought within this time period. *(City Attorney)*

1.4. The applicant's contractor shall provide the City with a Certificate of Insurance on City form evidencing a comprehensive liability insurance policy with a combined single limit of not less than $500,000 each occurrence in connection with the work performed. Certificate shall include the City, its Council, officers, members of boards or commissions and employees as additional Named Insureds with respect to all claims, actions, damages, liabilities and expenses, including attorney's fees, arising out of or in connection with the work to be performed under the development executed by the Named Insured and City, including any act or

omission of employees, agents, subcontractors, or their employees. Such certificate shall have a 30 day cancellation notice to the City of Cypress. *(City Attorney)*

1.5. Any and all correction notice(s) generated through the plan check and/or inspection process is/are hereby incorporated by reference as conditions of approval and shall be fully complied with by the owner, applicant and all agents thereof. *(Planning)*

1.6. All requirements of the Orange County Fire Authority (OCFA), Orange County Health Department, and Cypress Building and Safety Division shall be satisfied prior to commencement of the business operation. *(Planning)*

1.7. The applicant shall obtain a Cypress business license prior to commencement of the business operation. *(Finance)*

1.8. All applicable conditions of the project shall be complied with prior to occupancy of the subject building. *(Planning)*

1.9. The applicant may request minor modifications of conditions of approval consistent with the intent of the project approval. The modification must be approved in writing by the Planning Director (Conditions of Approval Sections 1-8), City Engineer (Conditions of Approval Sections 9-22 and 24), and the Police Chief (Conditions of Approval Section 23).

2. Planning

2.1. Areas subject to vehicle loading, including internal streets, driveways, etc., shall consist of Portland Cement Concrete (PCC) unless an alternative material is approved in the project WQMP for infiltration purposes. *(Planning)*

2.2. At least two weeks prior to the issuance of the certificate of occupancy, the applicant shall meet with the project planner and members of the Building and Engineering Divisions to ensure that all applicable conditions of approval have been satisfied. *(Planning)*

2.3. For any new lighting proposed, the Developer shall submit both a lighting plan showing standard heights and light materials and a photometric plan showing light levels on site and at the adjacent property limits, for design review and approval of the Planning Director. *(Planning)*

2.4. Project on-site lighting shall be of a type and in a location that does not constitute a hazard to vehicular traffic, either on private property or on adjoining streets. To prevent damage from vehicles, standards in parking areas shall be mounted on reinforced concrete pedestals or otherwise protected. Developer shall recess or conceal under-canopy lighting elements so as not to be directly visible from a

public street. *(Planning)*

2.5. That no vending machines, publication racks, telephones, kiosks, donation bins and similar items shall be permitted outside of the building. *(Planning)*

3. Architectural

3.1. Architectural elevations and site plans shall be reviewed and approved by the Community Development Department prior to the issuance of building permits. *(Planning)*

3.2. All architectural treatments shall be constructed as illustrated on plans and renderings submitted. The final exterior color scheme shall be submitted to City staff for review and approval prior to actually painting the structure. *(Planning)*

3.3. All roof mounted equipment, such as heating and air conditioning units, shall be adequately screened from public view by a parapet wall of equal or greater height than the highest piece of roof mounted equipment or vent, subject to the approval of the Community Development Department. *(Planning)*

3.4. The transformer boxes and water valves shall be placed in locations acceptable to the Director of Planning and shall be adequately screened from view with plant materials. *(Planning)*

3.5. During construction, the developer shall provide an adequate number of trash bins at a location acceptable to City staff. Construction bins must be maintained onsite. Bin rental shall be contracted through the City's disposal services contractor. *(Planning)*

4. Landscaping

4.1. To the extent feasible and subject to Planning Director approval, the site shall be landscaped in compliance with the McDonnell Center Specific Plan. *(Planning)*

4.2. For all new and/or disturbed landscaping, a detailed landscape and automatic irrigation plan shall be submitted to the Planning Division for review and approval at least 60 days prior to issuance of a certificate of occupancy. In addition, a bond shall be posted with Public Works to guarantee against defects in plant materials and workmanship for a period of one year from acceptance of the landscape installation. All required landscaping shall be permanently maintained in a neat and orderly condition and comply with the provisions of Section IV.D. (Design Concept, Landscape Guidelines) and Section V.H. (Development Regulations, Landscape). *(Planning) (Public Works)*

4.3. All new or revised landscape areas shall comply with the City's water efficiency ordinance as well as the water efficient requirements of the Cypress Zoning Code

and the City's Drought Response Management Plan. All new or revised irrigation shall be provided by a drip or microspray system. *(Planning)*

4.4. Landscape irrigation pipes and sprinkler heads shall be maintained in good working order so as to cover all landscaped areas. *(Planning)*

5. Operational

5.1. All business activity shall occur within the building except for the loading and unloading vehicles which shall occur in the loading docks as indicated on the approved plans. Temporary use permits may be granted for outdoor activity in accordance with Section 19, of the Cypress Zoning Ordinance. *(Planning)*

5.2. All product and material storage shall occur within the building. Exterior storage is specifically prohibited. *(Planning)*

5.3. The parking lot shall be used solely for vehicular parking, unless otherwise approved in writing by the Planning Director. *(Planning)*

6. Property Maintenance

6.1. Continuous Maintenance. The Project property owner shall continually maintain the property so that it is visually attractive and not dangerous to the health, safety and general welfare of both on-site users (e.g. employees) and surrounding properties. The property owner shall ensure that all facets of the development are regularly inspected, maintained and that any defects are timely repaired. Among the elements to be maintained, include but are not limited to:

a. All walls, fences, and trash enclosures shall be maintained free of significant surface cracks, dry rot, warping, missing panels or blocks, which threaten the structure's structural integrity.
b. Parking lot surfaces and pedestrian walkways shall be maintained in a safe condition such that any concrete, asphalt, or other driving or walking surfaces are free of potholes, buckled or cracked surfaces, or raised areas.
c. The property shall be maintained free of the accumulation of trash and debris. Trash and debris associated with the business operation shall be stored solely in designated trash enclosures.
d. Exterior building elevations shall be maintained such that buildings are free from broken, missing, or significantly cracked surface finished materials.
e. Signage. The developer shall maintain all on-site signs, including posted area signs (e.g. "No Trespassing") in a clean readable condition at all times. The developer shall remove all graffiti and repair vandalism on a regular basis.
f. Lighting. The developer shall maintain any lighting so that they operate properly for safety purposes and do not project onto adjoining properties or roadways.

g. Parking and on-site circulation. The developer shall maintain all parking and on-site circulation requirements, including surfaces, all markings and traffic/directional signs in an un-faded condition as identified on the approved site plan.

(Planning)

6.2. The property owner shall maintain the site, the publicly accessible interior, and publicly viewable exterior of the building(s) clear of all graffiti, including but not limited to bathrooms and dining areas if applicable. All graffiti shall be removed within 48 hours once notified in writing by the City. *(Planning)*

7. Fees

7.1. As applicable, the applicant shall pay the following fees per the adopted Master Fee resolution, as noted below. *(Engineering)*

- Park and Recreation (Prior to issuance of Building Permit)
- Drainage Fee for Master Drainage Plan (Prior to issuance of Building Permit)
- City-wide Traffic Improvement (Prior to issuance of Building Permit)
- Regional Traffic Improvement (Prior to issuance of Building Permit)
- Final Subdivision Map Check (Prior to submittal of Map)
- Sanitary Sewer Connection (Prior to issuance of Building Permit)
- Grading / On-Site (Non-Structural) Plan Check (Prior to submittal of Grading Plans)
- Grading Permit and Inspection (Prior to Permit issuance)
- Building Plan Check (Prior to submittal of Plans)
- Building Permit and Inspection (Prior to Permit issuance)
- Public Improvement Plan Check (Prior to submittal of Plans)
- Public Improvement Permit and Inspection (Prior to Permit issuance)

7.2. Within 48 hours of the approval of this project, the applicant/developer shall deliver to the Community Development Department a check payable to the "County Clerk-Recorder" in the amount of $50.00 County administrative fee, to enable the City to file the Notice of Exemption pursuant to the California Environmental Quality Act (CEQA) Guidelines. *(Planning)*

8. Engineering

8.1. That all engineering requirements of the City of Cypress, including preparation of improvement plans and installation of all improvements such as curbs and gutters, sidewalks, street grading and pavement, sewer and drainage facilities, or other appurtenant work shall be complied with as required by the City Engineer and in accordance with specifications on file in the Office of the City Engineer, as may be modified by the City Engineer; and, that security in the form of two (2) Offsite Improvement bonds (faithful performance and labor and materials), certificates of deposit, letters of credit, completion guarantees, or cash, each in an amount equal

to 100% of the engineer's cost estimate and form satisfactory to the City of Cypress, shall be posted with the City to guarantee the satisfactory completion of said improvements. Said security shall be posted with the City prior to the issuance of a building permit or final map approval, whichever occurs first, to guarantee the installation of the related improvements prior to final building and zoning inspections in accordance with an approved construction phasing plan. In the event the developer's contractor and/or subcontractor fails to diligently prosecute the work within the public right-of-way, the City reserves the right, in its reasonable discretion, to issue a stop work notice and to provide a substitute contractor and/or subcontractor to complete said work at the sole cost and expense of developer. *(Engineering)*

8.2. Prior to any street construction or relocation, when there are monuments in the project area which control the location of subdivisions, streets or highways, or provide survey control, the developer shall locate and reference the monuments and shall reset them after construction as required by Section 8771 of the Business and Professions Code, in a manner meeting the approval of the City Engineer. *(Engineering)*

The applicant shall make all submittals, including engineering, building, grading, water quality, and inquiries through the department's online plan check and permit application at https://cypressca.viewpointcloud.com or as determined by the City Engineer. *(Engineering)*

9. Landscaping within the Public Right-of-Way

9.1. The applicant or his successor in interest shall maintain all landscaping planted in the public right-of-way located along the frontage of their property in a healthy and safe condition. *(Engineering, Maintenance)*

10. Sewer and Wastewater

10.1. The developer shall construct new private sewer laterals with cleanouts at a location approved by the City Engineer. *(Engineering)*

10.2. All sewer lines within the development shall be private sewer lines and shall be maintained and cleaned by the developer, or successor in interest. The City of Cypress shall have no responsibility for maintenance of the private sewer lines. *(Engineering)*

11. Street Trees

11.1. If trees are planted within the public right of way, they shall be installed in accordance with the approved street landscape plan subject to the approval of the City Engineer. *(Engineering)*

12. Street Lighting

12.1. The applicant shall bear the full cost of upgrading the existing street lights along the property frontage on Walker Street to energy efficient LED fixtures. Street lighting shall be approved by the City Engineer and meet the City of Cypress design standards.

13. Streets

13.1. If any pavement removal or excavations are proposed or required, the applicant shall resurface (2" grind and overlay) the full street width along the property frontage. All construction of improvements shall be in accordance with Cypress Public Works standards and specifications to the satisfaction of the City Engineer. *(Engineering)*

13.2. Prior to issuance of a certificate of occupancy, the applicant shall remove and replace any existing pavement, sidewalk, driveway approaches, curb and gutter, or other public improvements at the project site which have existing damage, are damaged due to construction, or otherwise below current standards, to the satisfaction of the City Engineer. *(Engineering)*

14. Traffic

14.1. The access driveway to the development shall be designed in accordance with City standards and approved by the City Engineer. *(Engineering)*

15. Utilities

15.1. Prior to issuance of a certificate of occupancy, the applicant shall install all new and existing utility services underground. *(Engineering)*

15.2. Arterials shall be crossed by boring only. In public streets, lateral open cuts spaced within 20 feet of each other shall be covered with a one-inch continuous asphalt concrete cap. *(Engineering)*

16. Drainage

16.1. Prior to issuance of grading permits or recordation of the subdivision map, whichever comes first, at the direction of the City Engineer, the applicant shall submit a grading plan for approval signed and stamped by a registered California civil engineer and using actual grades from an Orange County Surveyor's Benchmark. *(Engineering)*

The applicant shall ensure the following requirements are met:

- Drainage is solved to the satisfaction of the City Engineer and Building Official.
- The Grading Plan is consistent with the Water Quality Management Plan, Site Plan and any Improvement Plan for proposed public storm drains.
- Submittal of a Preliminary Grading Plan if deemed necessary by the City Engineer.

- The topography of the area surrounding this development shall be made to establish existing drainage flow patterns.
- The minimum slope standards are met for 1% for landscape areas, AC parking areas 1.5%, Concrete .2%.
- All surface runoff and subsurface drainage directed to the nearest acceptable drainage facility, as determined by the City Engineer.
- Drainage facilities discharging onto adjacent property shall be designed to imitate the manner in which runoff is currently produced from the site or alternatively, the applicant may obtain a drainage acceptance and maintenance agreement, suitable for recordation, from the owner of said adjacent property.
- All drainage facilities must be consistent with the County of Orange Grading Ordinance as supplemented by the Engineering Division and Local Drainage Manual.

17. Storm Water Quality – National Pollutant Discharge Elimination System

a. Development must be undertaken in accordance with conditions and requirements of the Santa Ana Region National Pollutant Discharge Elimination System (NPDES) Permit Order No. R8-2009-0030 as amended by Order No. R8-2010-0062.

b. Prior to the issuance of any grading or building permits, the applicant shall submit for review and approval by the City Engineer, a Water Quality Management Plan (WQMP). The WQMP must include best management practices for source control, pollution prevention, site design, and low impact development as well as structural treatment controls among many factors. Site design for controlling urban runoff must first evaluate infiltration, then harvest and water re-use, then evapotranspiration and only bio-treatment if the other three are not feasible. The WQMP must identify the routine structural and non-structural measures specified in the current Drainage Area Management Plan (DAMP) and utilize the Orange County Technical Guidance Document (OC TGD) as well as the Model WQMP. Applicable WQMP projects must also:

i. Utilize the City's current WQMP template;
ii. Utilize the City's online WQMP application system for submittal;
iii. Address site Design BMPs (as applicable) such as minimizing impervious areas, maximizing permeability, minimizing connected impervious areas, creating reduced or zero discharge areas, and conserving natural areas;
iv. Incorporate Routine Source Control BMPs as defined in the DAMP;
v. Include post-construction Treatment Control BMP(s) as defined in the DAMP;
vi. Include and Operations and Maintenance (O&M) Plan that (1) describes the long- term operation and maintenance requirements for pos-construction Treatment Control BMP(s); (2) identifies the entity that will be responsible for long-term operation and maintenance of the referenced Treatment Control BMP(s); (3) describes the mechanism

for funding the long-term operation and maintenance of the references. Treatment Control BMP(s); (4) includes the Water Quality Implementation Covenant and Agreement.

c. Prior to issuance of and grading or building permits, the applicant must submit a certified copy of the approved Final Water Quality Management Plan (WQMP) along with the final approved Grading Plan and all other supporting documentation on a USB flash drive in a single digital file (pdf) format acceptable to the City Engineer. The Final WQMP Submittal and subsequent approval of the Preliminary Water Quality Management Plan does not guarantee approval of the Final Water Quality Management Plan. Should the final calculations and submittals not meet the required thresholds necessary to meet the obligations of the City under the NPDES Permit for development and its incorporated documents such as the DAMP and OC TGD. alterations to the site and the site plan may be required as prescribed by the City Engineer to the WQMP. Any significant alteration to the site plan due to the Final WQMP may require approval of the Council for the revision. Additionally, the WQMP must identify a responsible party and implement funding sources for maintaining post construction BMPs as required as part of the development and must ensure that appropriate easements and ownerships are properly recorded in public records and access is made available for inspection of said devices.

d. The owner is responsible for providing a Water Quality Implementation Covenant and Agreement and an Operations and Maintenance plan that outlines the funding and maintenance of water quality BMPs, consent to inspect, and indemnification on the forms provided by the City for all post-construction stormwater mitigation and treatment devices, as required by the Santa Ana Regional National Pollutant Discharge Elimination System (NPDES) Permit Order No. R8-2009-0030, as amended by Order No. R8-2010-0062. The agreement will be subject to the review and approval of the City Engineer and City Attorney. Before final acceptance of project improvements, the owner or his/her designated representative must certify that the treatment device was constructed and installed in accordance with the approved plans. Prior to the issuance of a certificate of occupancy, the applicant must demonstrate compliance with the City's NPDES Implementation Program in a manner meeting the satisfaction of the City Engineer and Water Quality Manager, including:

   i. Demonstrate that all structural Best Management Practices (BMPs) described in the BMP Exhibit from the project's approved WQMP and Maintenance Covenant and Agreement have been implemented, constructed and installed in conformance with approved plans and specifications
   ii. Demonstrate that the applicant has complied with all non-structural BMPs described in the project's WQMP
   iii. Demonstrate that copies of the project's approved WQMP and Covenant and Agreement (with attached O&M Plan) are available for each of the initial occupants

iv. Agree to provide a compliance deposit to pay for any required inspections and any additional non-compliance inspections as the City deems necessary

v. Submit certified record drawings as well as the project engineer's post-construction certification as well as the owner's post construction certification on a template provided by the City

vi. Agree to pay for an inspection (special investigation) from the City for a date 12 months after the issuance of a certificate of occupancy for the project to verify compliance with the approved WQMP, Maintenance Covenant and Agreement and O&M Plan.

vii. Demonstrate that the applicant has RECORDED one of the following:

- The CC&R's (that must include the approved WQMP, Maintenance Covenant and Agreement and O&M Plan) for the project's Homeowner's Association;
- A Water Quality Implementation Covenant and Agreement that has the approved WQMP and O&M Plan attached; or
- The final approved Water Quality Management Plan (WQMP) and Operations and Maintenance (O&M) Plan. *(Engineering, Water Quality)* (NPDES/WQMP Compliance Measures)

h) All onsite storm drain inlets, whether newly constructed or existing, must be labeled "No Dumping Drains to Ocean" before occupancy in accordance with city requirements.

i) All exterior metal building surfaces, including roofs, must be coated with rust-inhibitive paint, or approved equal, to prevent corrosion and release of metal contaminants into the storm drain system prior to occupancy.

j) Trash enclosures and/or recycling area(s) must include a structure to cover the enclosure with a solid roof design below to direct stormwater away from entering the enclosure. All litter/waste material must be kept in leak-proof containers. Area(s) must be paved with impermeable material. No other area may drain onto these areas. The trash enclosure and/or recycling area(s) may not drain to the storm drain system and all cleanups must be performed using dry cleanup methods. Trash Enclosures for projects regulated by the current NPDES Permit may be required to design to slope to an interior trapped area floor drain and connected to a pre-treatment device such as an interceptor or clarifier before plumbing to the sanitary sewer system. Additionally, there must be a posted sign on the trash enclosure informing users that hazardous materials are not to be disposed therein. Enclosures for air compressors must include a roof installation similar to trash enclosures, and direct water from entering the enclosure. Additionally, trash enclosures may be required to be modified to meet the current solid waste requirements.

k) Any areas, including but not limited to delivery areas/handling docks and outdoor work areas to be utilized for material storage and handling must be covered, constructed on impermeable pavement, designed to eliminate run-on from other areas, and be graded and constructed to prevent runoff from

the area Additionally, the development must be designed and constructed with no drain in this area. If these conditions cannot be met, BMPs such as oil/water separators, sand filters, and/or detention basins must be installed to treat all stormwater runoff before it is discharged to the storm drain system. If other areas drain onto the area, treatment for these areas must be included in the design of BMPs. The design must be submitted to the City Engineer for review and approval before the issuance of grading permit. *Loading/truck docks are not required to be covered if no material handling/ storage occurs in these areas.*

l) Food facilities, including industrial kitchens or bakeries, must be designed with contained areas for cleaning mats, equipment and containers. This wash area must be inside or covered and designed to prevent run-on or runoff from the area. The area may not discharge to the storm drain; indoor or covered area wash waters must drain through a grease interceptor to the sanitary sewer or be collected for ultimate disposal to the sanitary sewer or an authorized location (pumped/trucked offsite). Wash areas located outside must be covered and bermed; wash water must be collected and pre-treated through a grease interceptor and not allowed to drain to storm drain. Additionally, there must be a sign posted instructing that all washing activities be conducted in this area. Employees must be instructed, and signs posted indicating that all washing activities be conducted in this area. Additionally, food facilities are required to obtain a FOG permit through the City's online application and permitting system prior to project close-out and or the issuance of a certificate of occupancy.

m) Prior to the issuance of any grading or building permit, the applicant must submit an Erosion and Sediment Control Plan (ESCP) in a manner meeting approval of the City Engineer and the Building Official and in accordance with requirements of the Santa Ana Regional National Pollutant Discharge Elimination System (NPDES) Permit Order No. R8-2009-0030 as amended by Order No. R8-2010-0062. The ESCP must be developed and implemented to demonstrate compliance with the City's NPDES Implementation Program and State water quality regulations for grading and construction activities. The ESCP must identify how all construction materials, wastes, grading or demolition debris, and stockpiles of soil, aggregates, soil amendments, etc. must be properly covered, stored, and secured to prevent transport into local drainage ways or coastal waters by wind, rain, tracking, tidal erosion or dispersion.
    - *Any proposed work in the public right-of-way will require that the ESCP is submitted to the City for review and approval and shall describe how the applicant will ensure that all BMPs will be maintained during construction. The ESCP must be updated as needed to address the changing circumstances of the project site. A copy of the current ESCP must be kept at the project site and be available for City review on request.*

n) For projects that disturb one (1) acre or more of soil or are part of a larger common plan of development, prior to the issuance of any grading or

building permits, the applicant must demonstrate compliance with California's General Permit for Storm Water Discharges Associated with Construction Activity (Permit No. CAS000002/Order No. 2009-009- DWQ as amended) by providing a copy of the Notice of Intent (NOI) submitted to the State Water Resources Control Board and a copy of the subsequent notification of the issuance of a Waste Discharge Identification (WDID) Number; or other proof of filing in a manner meeting the satisfaction of the City Engineer. Projects subject to this requirement must prepare and implement a Storm Water Pollution Prevention Plan (SWPPP). A copy of the current SWPPP must be kept at the project site and be available for City review on request. The applicant must ensure that the SWPPP is consistent with any City approved plan including the grading plan, site plan, building plans, and water quality management plan.

o) If a change of ownership takes place for the entire development or portions of the common plan of development where construction activities are still on-going, development must provide the City with Proof of a Change of Information form (COI) with the State GCP.

p) Prior to issuance of certificate of occupancy, the applicant must clean all on site storm drain systems, catch basins, filters, storm drain lines, inlet boxes, etc. Additionally, upon direction of the City Engineer, the applicant must clean any public storm drain systems, catch basins, filters, lines, inlet boxes that the City Engineer has determined have been impacted by the applicant's construction. If clean-up is not performed, the City may make arrangements to clean the system at developer’s expense.

q) The owner is responsible for maintaining and operating all on-site private improvements.

r) All property areas must be maintained free of litter/debris.

s) All onsite storm drains must be cleaned at least twice a year; once immediately before October 1st (the beginning of the rainy season), and once in January. Additional cleaning may be required by the City Engineer.

t) Generator or tank enclosure areas must be paved with impermeable material. No other area may drain onto these areas. The enclosure area must not drain to the storm drain system or the sanitary sewer and all cleanups must be performed using dry cleanup methods. There must be no slope on the interior floor of the enclosure and the area must be bermed to prevent run-on of stormwater. The generator or tank must have adequate secondary containment to contain 110 percent of fuel or liquid in tank in event of a spill.

u) There must be no pressure washing of parking or loading areas, material and waste storage areas, or building site, unless the City approves a collection system to keep water from entering the storm drain.

v) Landscaping must be properly maintained with efficient irrigation to reduce

runoff, promote surface filtration, and minimize the use of fertilizers and pesticides that can contribute to urban runoff pollution.

w) Prior to grading or building permit close-out and or the issuance of a certificate of occupancy, the applicant must demonstrate that compliance with the permit has been obtained by providing a copy of the Notice of Intent (NOI) submitter to the State Water Resources Control Board and a copy of the notification of the issuance of a Waste Discharge Identification (WDID) Number or other proof of filing coverage under the current Industrial General Permit. Additionally, the applicant will be subject to all requirements of Section 13-29 of the Cypress Municipal Code regarding stormwater pollution prevention including, but not limited to obtaining Water Quality permit prior to the issuance of a final certificate of occupancy.

x) Any applicant, occupant or its successor shall be responsible for the cost of any water quality inspections by the City that are mandated by the State of California or by the U.S. Environmental Protections Agency (USEPA) presently or in the future.

y) The WQMP Improvement Bonds must incorporate all post-construction stormwater devices from the approved WQMP and include two (2) bonds (faithful performance and labor and material) with each equal to 100% of the engineer's cost estimate. These costs will be provided in the WQMP for review and inclusion in the WQMP Improvement Bond and shall cover device defects as well as malfunctions and possible replacement in the event the device is damaged or not operating per the manufacturer's specification or intended design.

z) The applicant will be subject to all requirements of Section 13-29 of the Cypress Municipal Code regarding stormwater pollution prevention including, but not limited to, obtaining a Water Quality permit through the City's online application and permitting system, prior to issuance of a final certificate of occupancy.

18. Building and Safety

18.1. Applicant/developer shall provide a single point of contact for all phases of the permitting process and the construction process. The point of contact may be different for permitting and construction. The applicant/developer will provide a 24-hour contact number. This person will be responsible for all communications with Building and safety including but not limited to application, plan submittal, permit issuance, inspection requests and any other requests or inquiries. *(Building and Safety)*

18.2. The applicant will schedule a pre-construction meeting with both the Building Official and City Engineer (or desginees) prior to any work starting on the project site. The meeting shall take place one to two weeks prior to the start of construction. All contractors including their superintendents,

designers/engineers will be required to attend unless otherwise directed by the Director of Public Works. *(Building and Safety, Engineering)*

18.3. Construction bins for non-recyclable and recyclable materials generated from any construction site (residential and non-residential) must be placed "on site" out of the public right-of-way unless permit is obtained from the City Engineer. *(Building & Safety)*

18.4. A pre-grading SWPPP's inspection is required prior to grading permit issuance. All required grading stormwater BMPs shall be installed and inspected by the Building Division prior to release of the grading permit.

- *A grading permit may be issued prior to BMP installation/inspection if the applicant, or the contractor performing the work, posts a cash bond (with compliance schedule) in a form and amount approved by the Public Works Director. Cash bonds will be forfeited if any grading work occurs prior to authorization to proceed. Surrendering the cash bond* ***does not permit*** *the applicant to perform any work not previously authorized. (Building & Safety)*

18.5. Delivery, loading and unloading of construction materials shall occur on site and not within the Public Right of Way unless a permit is obtained from the City Engineer. *(Building and Safety)*

19. Solid Waste

19.1. The applicant shall construct new or modify its existing trash enclosure structures to house all required solid waste containers (trash, recycle, organics) and possess a solid covered roof that prohibits stormwater to enter and then discharge from the enclosure. *(Public Works, Water Quality)* (Trash Enclosures)

19.2. The applicant shall subscribe to solid waste services from the City's solid waste hauler with no less than one time per week service for trash, recycling, and organics recycling. These shall be properly maintained and not allowed to overflow. Source separated organic recycling is required unless alternatives are approved in writing from the Public Works Director. (Public Works, Water Quality)

19.3. For phased construction, as buildings are occupied, the applicant shall ensure there is adequate room and clearance for solid waste trucks and for placement of construction bins on site during construction. Access ways shall not be blocked without written approval of the Building Official. (Public Works)

19.4. The applicant shall not install a trash compactor at the site without first having received written approval from the City's solid waste hauler. *(Public Works)*

20. Security

20.1. The address number of every commercial building shall be illuminated during the hours of darkness so that it shall be easily visible from the street. *(Police Department)*

20.2. All exterior commercial doors, during the hours of darkness, shall be illuminated with a minimum of one footcandle of light. All exterior bulbs shall be protected by weather and vandalism resistant cover(s). *(Police Department)*

20.3. The landscaping and lighting plans for the project shall also be subject to review by the Cypress Police Department. *(Police Department)*

20.4. The business shall install a surveillance camera system, colored monitor, and silent alarm. *(Police Department)*

21. Fire

21.1. The applicant or responsible party shall submit the plan(s) listed below to the Orange County Fire Authority for review. Approval shall be obtained on each plan prior to the event specified. Specific submittal requirements may vary from these listed below.

Prior to issuance of a building permit, if a grading permit is not required:

- Fire master plan (service code PR145)

Prior to issuance of a building permit:

- Underground piping for private hydrants and fire sprinkler systems (service code PR470-PR475)
- Fire sprinkler system (service codes PR400-PR465)

Prior to concealing interior construction

- Fire alarm system (service code PR500-PR520)

Effective: 6/12/23

1. General
2. Planning
3. Architectural
4. Landscaping
5. Operational
6. Property Maintenance
7. Fees
8. Engineering
9. Landscaping in the Public Right-of-Way
10. Sewer and Wastewater
11. Street Trees
12. Street Lighting
13. Streets

14. Traffic
15. Utilities
16. Drainage
17. Storm Water Quality
18. Building & Safety
19. Solid Waste
20. Security
21. Fire

LTP MODERN MACHINE

10900 WALKER ST.
CYPRESS CALIFORNIA 90630

SHEET INDEX

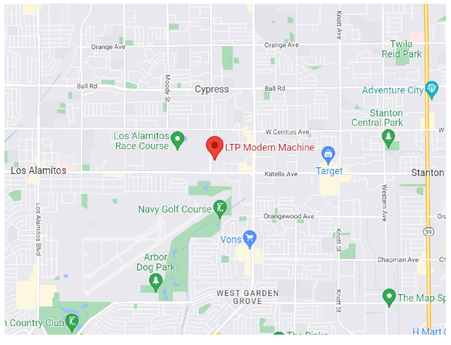
ARCHITECTURAL

G010	TITLE SHEET
G020	PROJECT DATA
A001	DEMO PLAN
A100	SITE PLAN
A120	FLOOR PLAN
A190	ROOF PLAN
A210	EXTERIOR ELEVATIONS
A211	ENLARGED ELEVATIONS
A310	BUILDING CROSS SECTIONS
A410	ENLARGED PLANS
A420	RENDERINGS
A430	RENDERINGS
A440	RENDERINGS

KAMUS + KELLER
562.216.5244
kkaia.com

WELLS FARGO
5615 S. MACADAM AVE
PORTLAND, OREGON
[PROJECT NO: [20.001]

VICINITY MAP



NOT TO SCALE

OWNER

LPT MODERN MACHINE
10900 WALKER ST
CYPRESS, CA

PRIMARY CONTACT: THANH PHAN
PH: 562 795 1701
EMAIL: than.phan@lptmodernmachine.com
ALTERNATE CONTACT: GABRIEL QUINTERO
PH: 562 795 1701
EMAIL: gabriel.quintero@lptmodernmachine.com

GENERAL CONTRACTOR

COMPANY NAME
COMPANY NAME
ADDRESS LINE 1
ADDRESS LINE 2
CITY, STATE XXXXX
(XXX) XXX-XXXX

CONTACT
PRIMARY CONTACT:
PH: (XXX) XXX-XXXX
EMAIL: XXX@XXX.XXX
ALTERNATE CONTACT:
PH: (XXX) XXX-XXXX
EMAIL: XXX@XXX.XXX

ARCHITECT

KAMUS + KELLER
3760 KILROY AIRPORT WAY
LONG BEACH, CA 90806
P 562.216.5244

PRIMARY CONTACT: MIGUEL IBARRA
PH: (951)892-2600
EMAIL: archedge2031@gmail.com
ALTERNATE CONTACT: DAVID KELLER
PH: (562)774-6858
EMAIL: dkeller@kkaia.com

OWNER'S CONSULTANTS

CIVIL ENGINEER
JONES CAHL & ASSOCIATES
18090 BEACH BLVD STE 12
HUNTINGTON BEACH, CA 92648
714 848 0566

PRIMARY CONTACT: DANIEL RUBIO
PH: 714 848 0566
EMAIL: jcs@jonescahl.com

ARCHITECT'S CONSULTANTS

STRUCTURAL ENGINEER
CASTILLO ENGINEERING, INC
1205 PINE AVENUE, 90813
LONG BEACH, CA 90813

PRIMARY CONTACT: MARGARITO CASTILLO SE
PH: 562 961 5600
EMAIL: mcastillo@castilloengineering.com

DEFERRED SUBMITTALS

DEFERRED SUBMITTAL ITEMS SHALL BE SUBMITTED TO THE ARCHITECT AND ENGINEERS OF RECORD WHO SHALL REVIEW AND PROVIDE NOTATION INDICATING DOCUMENTS HAVE BEEN REVIEWED AND FOUND TO BE IN GENERAL CONFORMANCE WITH THE BUILDING DESIGN. SUBMITTAL MATERIALS SHALL INCLUDE PLANS, DETAILS AND CALCULATIONS PREPARED AND SIGNED BY A STATE REGISTERED ENGINEER.
CONTRACTOR SHALL SUBMIT ARCHITECT AND ENGINEER REVIEWED SUBMITTAL MATERIALS TO THE BUILDING OFFICIAL FOR REVIEW AND PERMIT APPROVAL. DEFERRED SUBMITTAL ITEMS SHALL NOT BE INSTALLED PRIOR TO OBTAINING THE BUILDING OFFICIAL'S APPROVAL OF THE SUBMITTAL.

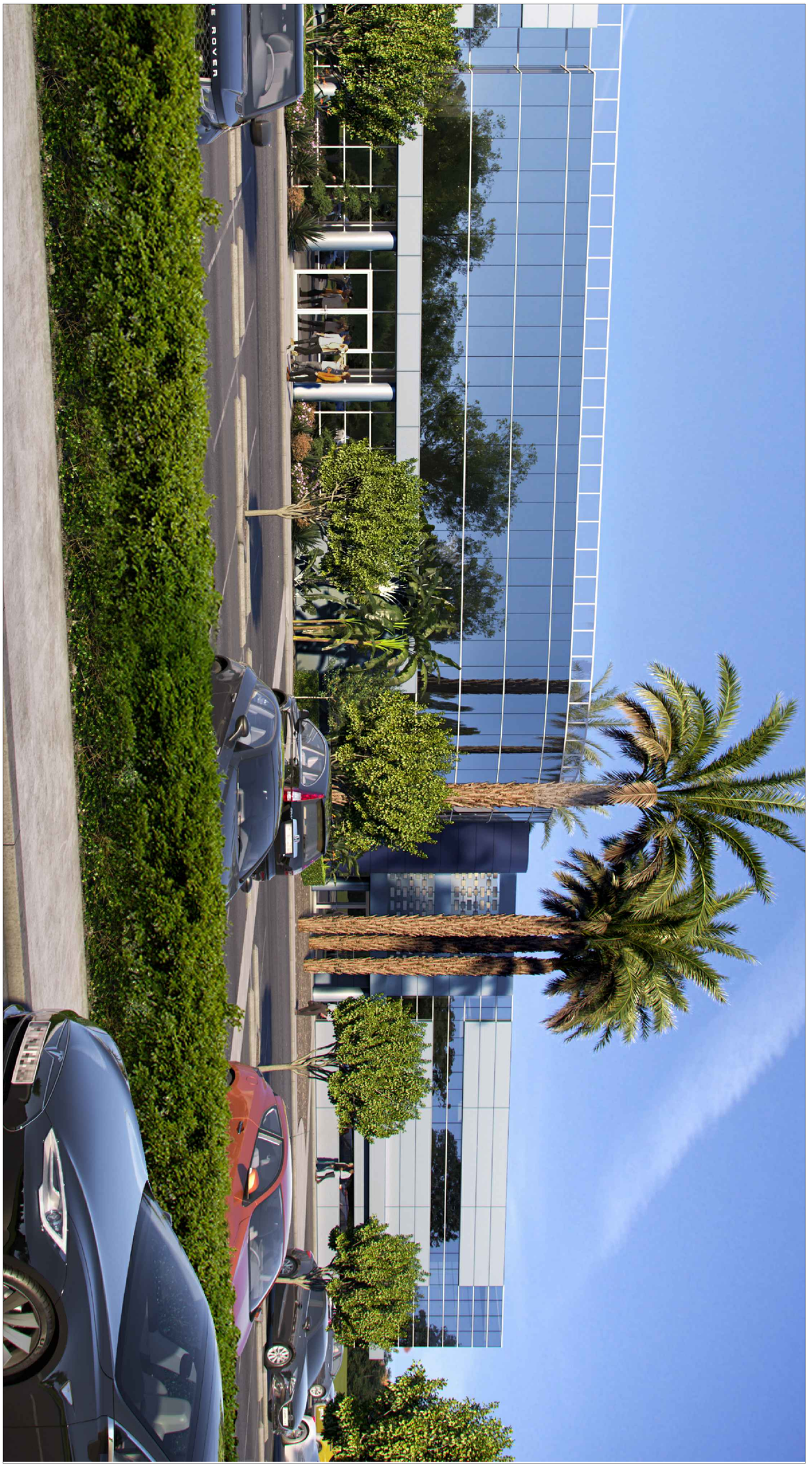
1. AUTOMATIC FIRE SPRINKLER SYSTEM.
2. FIRE ALARM SYSTEM.
3. STEEL JOISTS, TRUSSES AND GIRDERS CONFORMING TO SJI STANDARDS SPECIFICATIONS.
4. EXTERIOR BUILDING SIGNAGE.
5. ANCHORAGE DESIGN FOR ALL ELECTRICAL EQUIPMENT REQUIRED.
6. STOREFRONT AND CURTAIN WALL GLAZING SYSTEMS.

FOR REVIEW

REV	DESCRIPTION	DATE	BY
1	PLANNING SUBMITTAL	12/16/2022	
2	PLANNING SUBMITTAL	3/13/2023	
		XX.XX.XX	XX

SHEET TITLE
TITLE SHEET

SHEET NO.
G010



SHEET TITLE

WEST
RENDER

SHEET NO.

A420

REV	DESCRIPTION	DATE	BY
	FOR REVIEW	XX.XX.XX	XX
1	PLANNING SUBMITTAL	12/16/2022	
2	PLANNING SUBMITTAL	3/13/2023	

LPT MODERN MACHINE

10900 WALKER ST.
CYPRESS,CALIFORNIA

[PROJECT NO: [20.001]

LICENSED ARCHITECT
No. C-20397
REN. 07-31-23
STATE OF CALIFORNIA

KAMUS + KELLER

562.216.5244
kkaia.com



SHEET TITLE

SOUTHWEST RENDER

SHEET NO.

A430

REV	DESCRIPTION	DATE	BY
	FOR REVIEW	XX.XX.XX	XX
1	PLANNING SUBMITTAL	12/16/2022	
2	PLANNING SUBMITTAL	3/13/2023	

LPT MODERN MACHINE

10900 WALKER ST.
CYPRESS,CALIFORNIA

[PROJECT NO: [20.001]

LICENSED ARCHITECT
No. C-20397
REN 07-31-23
STATE OF CALIFORNIA

KAMUS + KELLER

562.216.5244
kkala.com



SHEET TITLE

OVERALL RENDER

SHEET NO.

A440

REV	DESCRIPTION	DATE	BY
	FOR REVIEW	XX.XX.XX	XX
1	PLANNING SUBMITTAL	12/16/2022	
2	PLANNING SUBMITTAL	3/13/2023	

LPT MODERN MACHINE

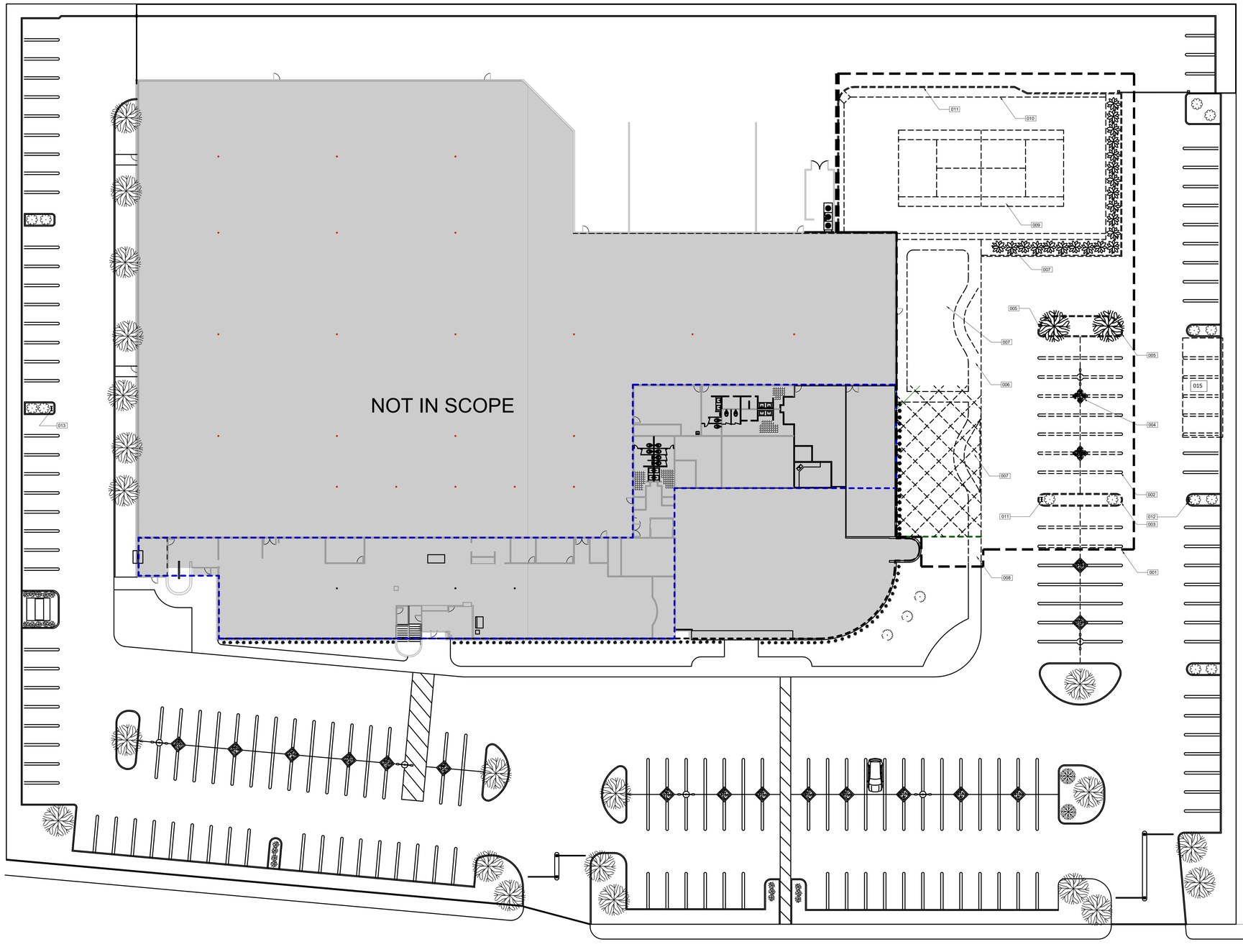
10900 WALKER ST.
CYPRESS,CALIFORNIA

[PROJECT NO: [20.001]

LICENSED ARCHITECT
No. C-20397
REN. 07-31-23
STATE OF CALIFORNIA

KAMUS + KELLER

562.216.5244
kkaia.com



N S

1 SITE PLAN
SCALE: 1"=250'

GENERAL NOTES

A. GENERAL CONTRACTOR TO VERIFY LOCATION OF NEW CONSTRUCTION WITH CIVIL PLANS AND SURVEY. CONTRACTOR TO VERIFY THE NEW SIDEWALK MODIFICATIONS.

B. GENERAL CONTRACTOR TO VERIFY ALL WET AND DRY UTILITIES WITH CIVIL PLANS.

C. ALL EXISTING PARKING NOT MODIFIED BY NEW ADDITION TO REMAIN.

KEYED NOTES

001 LIMITS OF NEW CONSTRUCTION
002 PARKING TO BE REMOVED
003 ISLAND AND LANDSCAPE TO BE REMOVED
004 TREE PLANTERS TO BE REMOVED
005 EXISTING TREES TO BE REMOVED
006 EXISTING HARDSCAPE TO BE REMOVED
007 EXISTING LANDSCAPE TO BE REMOVED
008 LIMITS OF EXISTING SIDEWALK TO BE REMOVED, SEE SITE PLAN
009 TENIS COURTS TO BE REMOVED
009 EXISTING FENCING TO BE REMOVED
010 EXISTING CURB AND SIDEWALKS TO BE REMOVED
011 EXISTING FIRE HYDRANT TO BE RELOCATED
012 RELOCATED FIRE HYDRANT
013 EXISTING FIRE HYDRANT TO REMAIN
014 EXISTING PUBLIC HYDRANT
015 EXISTING PARKING AREA TO BE REMOVED FOR RETENTION BASIN, TOTAL 5 SPACES

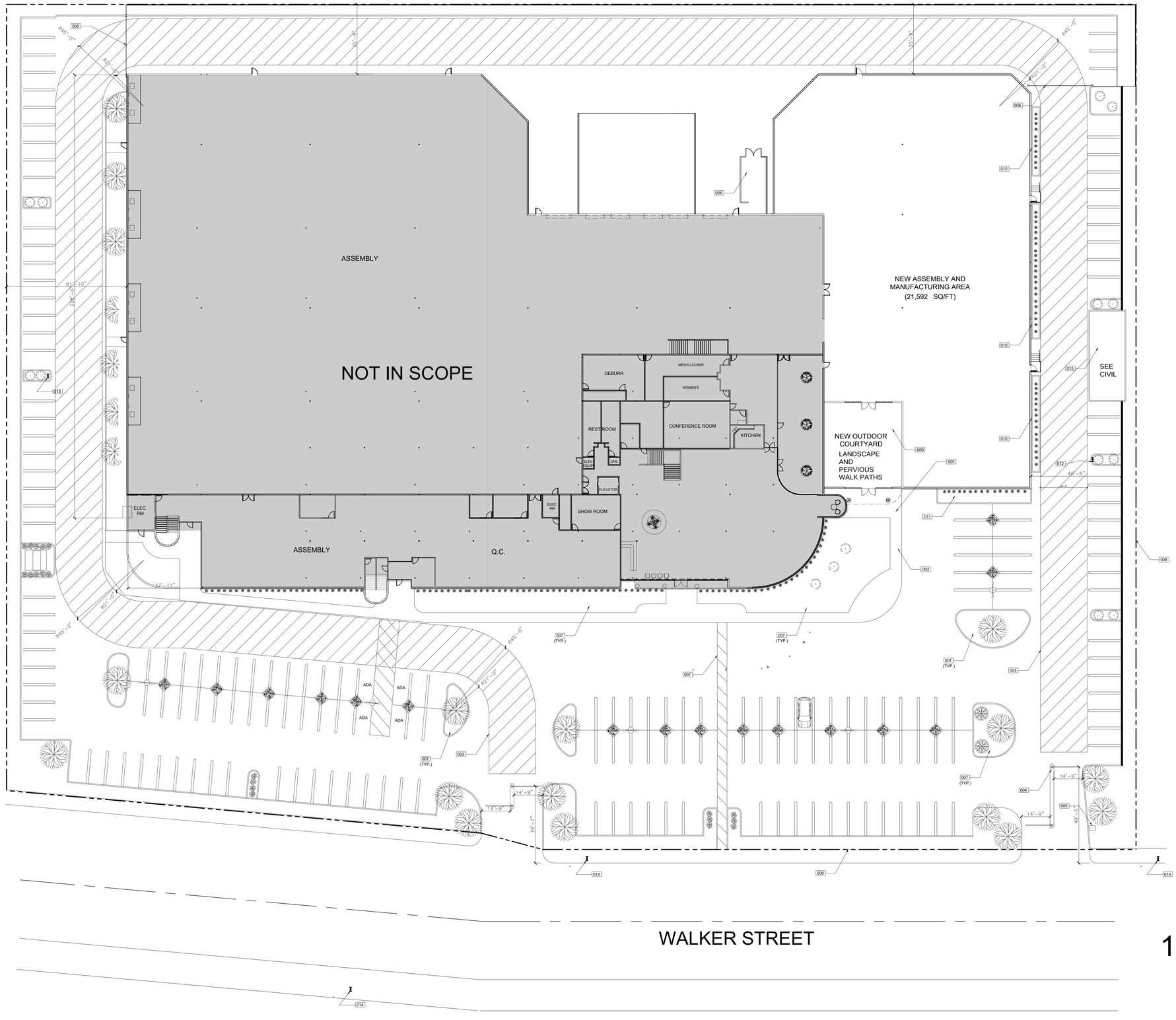
KAMUS + KELLER
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kkarla.com

WELLS FARGO
5615 S. MACADAM AVE
PORTLAND, OREGON
[PROJECT NO: [20.001]

REV	DESCRIPTION	DATE	BY
	FOR REVIEW	XX.XX.XX	XX

SHEET TITLE
DEMO PLAN

SHEET NO.
A001



1 SITE PLAN
SCALE: 1"=250'

GENERAL NOTES

A. GENERAL CONTRACTOR TO VERIFY LOCATION OF NEW CONSTRUCTION WITH CIVIL PLANS AND SURVEY. CONTRACTOR TO VERIFY THE NEW SIDEWALK MODIFICATIONS.

B. GENERAL CONTRACTOR TO VERIFY ALL WET AND DRY UTILITIES WITH CIVIL PLANS.

C. ALL EXISTING PARKING NOT MODIFIED BY NEW ADDITION TO REMAIN.

KEYED NOTES

001 NEW SIDEWALK. SEE CIVIL DRAWINGS
002 MODIFY EXISTING SIDE WALK FOR NEW OPTIONAL ENTRY
003 EXISTING FIRE LANE 24 FT WIDE WITH MINIMUM 45' RADIUS
004 EXISTING SECURITY GATE TO REMAIN
005 KNOX BOX FOR FIRE DEPARTMENT
006 EXISTING SECURITY GATE
007 EXISTING LANDSCAPE TO REMAIN
008 PROPERTY LINE.
009 OPEN AIR COURTYARD
010 NEW LANDSCAPE 5' BEYOND NEW WALL
011 NEW PLANTER
012 RELOCATED FIRE HYDRANT
013 EXISTING FIRE HYDRANT TO REMAIN
014 EXISTING PUBLIC HYDRANT
015 REMOVE 5 PARKING SPACES FOR BIO RETENTION BASIN

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WELLS FARGO
5615 S. MACADAM AVE
PORTLAND, OREGON
[PROJECT NO: [20.001]

REV	DESCRIPTION	DATE	BY
FOR REVIEW		XX.XX.XX	XX

SHEET TITLE
SITE PLAN

SHEET NO.
A100

Specific Plan Amendment No. 2023-01
and Site Plan Review No. 2023-01



VICINITY MAP

NOTICE OF EXEMPTION

TO: _____ Office of Planning and Research
1400 Tenth Street, Room 121
Sacramento, CA 95814

FROM: City of Cypress
5275 Orange Avenue
Cypress, CA 90630

__X__ County Clerk-Recorder
Public Services Division
P.O. Box 238
Santa Ana, CA 92702

Filing Fee Exempt per Govt. Code Section 6103

Project Title Specific Plan Amendment and Site Plan Review for a 24,452 square foot addition to an existing building at 10900 Walker Street		
Project Location - Specific 10900 Walker Street, Cypress Ca 90630		
Project Location - City Cypress		**Project Location - County** Orange
Description of Nature, Purpose, and Beneficiaries of Project Section 15061(b)(3) of the California Environmental Quality Act (CEQA) Guidelines, adoption of this Ordinance is exempt in that it can be seen with certainty that there is no possibility that the Ordinance may have a significant effect on the environment. The adoption of the proposed ordinance is covered by the general rule that CEQA applies only to projects that have the potential for causing a significant effect on the environment. The ordinance establishes procedures and standards for additions to existing buildings within an urbanized business park.		
Name of Public Agency Approving Project City of Cypress		
Name of Person or Agency Carrying Out Project (Applicant's Name and Address) City of Cypress, Planning Division, 5275 Orange Avenue, Cypress, CA 90630		
Exempt Status: (Check One) ___ Ministerial (Sec. 21080(b)(1);15268); ___ Declared Emergency (Sec. 21080(b)(3);15269(a)); ___ Emergency Project (Sec. 21080(b)(4); 15269(b)(c)); __x__ Categorical Exemption. 15332 (In-Fill Development) __X__ General Rule (Sec. 15061 [b] [3])		
Reasons why project is exempt: The project consists of an ordinance and a site plan review. Section 15061(b)(3) of the CEQA Guidelines, exempts projects that can be seen with certainty that there is no possibility to have a significant effect on the environment. The adoption of the ordinance is covered by the general rule that CEQA applies only to projects that have the potential for causing a significant effect on the environment. The ordinance establishes procedures and standards for additions to existing buildings within an urbanized business park. The site plan review is exempt pursuant to California Environmental Quality Act Guidelines, Section 15332 (In-Fill Development) because it is an infill project on a site less than five acres in size located in an urbanized area		
Lead Agency Contact Person Alicia Velasco, Planning Director	**Area Code** (714)	**Telephone Number** 229-6720

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a notice of exemption been filed by the public agency approving the project?
   Yes __X__ No _____

_____ _____ _____
Date Received for Filing at OPR | Signature | Date

Planning Director
Title

☒ Signed by Lead Agency

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **20.**

FROM: Matt Burton, Director of Finance and Administrative Services

DATE: 06/12/2023

SUBJECT: **Adopt the Fiscal Year 2023-24 Budget for the City of Cypress and the Cypress Recreation and Park District**

RECOMMENDATION

1. Adopt a Resolution approving the Fiscal Year 2023-24 City Budget; and

2. Adopt a Resolution approving the Fiscal Year 2023-24 Recreation and Park District Budget.

SUMMARY

Prior to July 1 of each year, the City and District are required to adopt a budget for all governmental funds at a public meeting. Budget preparation and analysis is a comprehensive, multi-step process which covers nearly six months concluding with adoption in June. The two Proposed FY 2023-24 Budgets were reviewed and discussed at a City Council workshop held on May 8 and the City Council did not request any adjustments. Therefore, the amounts recommended for adoption are unchanged from the Proposed FY 2023-24 Budgets discussed at the workshop.

Consistent with an objective in the strategic plan approved by the City Council in April, the FY 2023-24 Budget will be available on a new online budget platform. The new system enhances transparency for the public, produces a more professional looking budget document, and creates online interactive options for the review of annual budget data.

DISCUSSION

Ongoing financial uncertainties continue to make budget preparation challenging, especially in developing reliable revenue estimates. Despite these uncertainties, which includes inflation impacts and recession fears, Cypress is in an improved financial position when compared to last year due to higher than expected tax revenues and investment earnings.

Cypress will continue to respond to economic uncertainties the same way we have with previous challenges - in a strategic, prudent and thoughtful manner which balances

long-term financial health with the needs of the community. Cypress remains in a strong financial position in large part due to its legacy of fiscally responsible leadership and management, and it remains imperative we continue to adhere to these principals as we move forward into FY 2023-24.

City Budget

The recommended Budget represents a balanced spending plan for the delivery of services and programs to Cypress residents and businesses which provides funding for the City Council's Strategic Plan goals and objectives. Budgetary control is at the fund level as shown in the attachment to the resolution. A summary of the City's FY 2023-24 recommended Budget follows:

Operating Expenditures	$40,700,950
Capital Projects	10,320,000
Capital Outlay	1,026,841
Total Expenditures	$52,047,791

Projected revenues total $50,955,394 with prior year set-asides for pandemic recovery and capital improvement investment comprising the difference between overall revenues and expenditures. The recommended Budget is similar to FY 2022-23 and continues to incorporate:

- The City Council's Fiscal Strategies and a Five-Year Forecast for the City's General Fund - these long-term financial planning tools consider the impacts of rising costs and revenue trends. While the City's financial condition appears healthier than last year, the challenges and uncertainties ahead remain significant and have the potential to negatively impact the City's financial condition for years to come. As such, the FY 2023-24 Budget was prepared recognizing both short and long-term restraints.
- The first year of the Seven-Year Capital Improvement Program (CIP) - the CIP provides a long-term investment plan for maintaining and enhancing infrastructure and facilities. Proposed CIP spending is up from FY 2022-23 and reserves, including amounts approved by the City Council for pandemic recovery, are set-aside and available for future capital needs.
- Decision Packages - the Decision Packages organize and describe significant changes in the recommended Budget. The Decision Packages consolidate financial information, present justifications for each recommendation, and summarize the community and financial impacts. The City Council can approve, deny, change or add individual decision packages so long as the Budget remains balanced.

Recreation and Park District Budget

The recommended District Budget represents a balanced spending plan for the delivery of recreation and park services and programs. Budget control is at the fund level as shown in the attachment to the resolution for the District. A summary of the District's FY 2023-24 recommended Budget follows:

Operating Budget	$6,329,019
Capital Projects	$29,560,000
Capital Outlay	$26,079

Total Expenditures	$35,915,098

Revenues total $8,632,210 and the recommended Budget is balanced and uses accumulated reserves and loans from the City for capital project investment. The FY 2023-24 capital projects budget contains 10 projects at various parks, including $27.5 million borrowed from the City for the reconstruction of Arnold Cypress Park which will be repaid using available property tax revenues. The ability to provide additional ongoing funding to replace and/or improve aging park facilities is among the biggest challenges facing the District as its annual revenues are mostly consumed by operations and provides limited cash flow for relatively minor capital improvement projects.

The Budget Message provides additional information on the recommended Budget, including discussions on economic concerns impacting Cypress' long-term fiscal health, as well as summarizing the Decision Packages. After adoption, Budget information (including the newly enhanced Budget document) will be presented on the City's website as part of the newly-implemented interactive online budget application. Hard copies of the document will also be available for review at City Hall.

BUDGET IMPACT

Adopting the recommended FY 2023-24 Budgets appropriates $52,047,791 for the City and $35,915,098 for the District.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

Resolution - FY 2023-24 Budget Adoption (City)
Attachment A - FY 2023-24 Budget Adoption Resolution (City)
Resolution - FY 2023-24 Budget Adoption (CRPD)
Attachment A - FY 2023-24 Budget Adoption Resolution (CRPD)
FY 2023-24 Budget Message

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS APPROVING THE ANNUAL BUDGET FOR THE FISCAL YEAR COMMENCING JULY 1, 2023 AND FIXING THE LIMITATIONS OF EXPENDITURES FOR THE SEVERAL FUNDS AND THE FUNCTIONS, DEPARTMENTS, AND ACTIVITIES CARRIED ON UNDER SUCH FUNDS.

WHEREAS, the City Manager has heretofore prepared and submitted to this Council a proposed Budget for expenditures for the fiscal year commencing July 1, 2023, pursuant to law.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CYPRESS:

The proposed Budget, as attached (Attachment A), for expenditures duly submitted and considered as herein before stated, is hereby approved, adopted and fixed as the annual budget of the City of Cypress for the fiscal year commencing July 1, 2023 and ending June 30, 2024, in the amounts and for the funds, purposes, functions, departments and activities as hereinafter set forth; and

That said adopted Budget, including said supplemental revisions and amendments, shall be duly authenticated by the Clerk of the Council and the same shall be placed in the official files of the Office of the Clerk of the City Council; and

That the City Manager is hereby authorized to transfer monies as determined necessary to the competent operation and control of the City business; except that no such transfer shall be made in contravention to the State law or other City ordinance.

PASSED AND ADOPTED by the City Council of the City of Cypress, ex officio governing Board of Directors of the Cypress Recreation and Park District, at a regular meeting held on the 12th day of June, 2023.

_____
MAYOR OF THE CITY OF CYPRESS

ATTEST:

_____
CITY CLERK OF THE CITY OF CYPRESS

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS

I, ALISHA FARNELL, City Clerk of the City of Cypress, DO HEREBY CERTIFY that the foregoing Resolution was duly adopted at a regular meeting of the said City Council held on the 12th day of June, 2023, by the following roll call vote:

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

_____
CITY CLERK OF THE CITY OF CYPRESS

Attachment A

CITY OF CYPRESS

SUMMARY OF RESOURCES AND APPROPRIATIONS BY FUND

Fiscal Year 2023-24

		REVENUES/SOURCES		EXPENDITURES/USES				
FUND	BEG. FUND BALANCE	PROPOSED REVENUE	FUND TRSFR-IN	OPERATING BUDGET	CAPITAL BUDGET	FUND TRSFR-OUT	OTHER*	END. FUND BALANCE
111 General Fund Operations	$ 1,100,000	$ 39,738,842	$ 1,029,730	$ 37,582,617	$ -	$ 3,224,611	$ 83,400	$ 1,144,744
111 General Fund Reserves	27,929,836	-	-	-	-	-	(158,400)	27,771,436
114 General Fund Grants	-	253,982	6,770	260,752	-	-	-	-
115 Pandemic Resp & Recov	-	6,277	-	-	-	6,277	-	-
221 Traffic Safety	-	84,000	-	-	-	84,000	-	-
231 Spec Gas Tax 2105	-	330,650	-	-	-	330,650	-	-
232 Special Gas Tax 2106	727,385	239,300	-	-	-	-	-	966,685
233 Special Gas Tax 2107	-	404,700	-	-	-	404,700	-	-
234 Traffic Mitigation Assmt	484,357	15,000	-	-	-	-	-	499,357
235 Regional Traffic Fee	418,504	500	-	-	-	-	-	419,004
236 Measure M2 Sales Tax	2,087,807	1,455,000	-	-	1,010,000	1,400,000	-	1,132,807
238 Special Gas Tax 2103	1,356,084	534,300	-	-	-	-	-	1,890,384
239 Road Maint and Rehab	325,647	1,260,700	1,300,000	-	2,500,000	-	-	386,347
251 Lighting Dist No 2	5,458,013	1,685,600	-	1,259,703	925,000	188,956	-	4,769,954
261 Storm Drain Fund	1,135,489	385,000	250,000	671,123	-	-	-	1,099,366
262 Plan Local Drain Fac	1,070,302	30,000	-	-	-	-	-	1,100,302
271 Corp Ctr Maint Dist #1	190,830	102,000	-	100,975	-	15,147	-	176,708
281-83 Narc Asset Seizure	1,143,372	48,500	-	102,612	-	574,000	-	515,260
291 Cable TV PEG	781,235	77,500	-	-	-	55,000	-	803,735
301 Supp Law Enforcement	-	168,563	-	168,563	-	-	-	-
311 AB 2766	-	64,000	-	-	-	64,000	-	-
321 Sewer Fund	7,379,578	2,064,400	-	474,164	285,000	-	-	8,684,814
415 Capital Projects	16,278,631	-	4,100,000	-	5,600,000	-	-	14,778,631
416 Infrastructure Reserve	70,585,918	2,000,000	320,000	-	-	1,950,000	(26,500,000)	44,455,918
471 Low and Mod Hsg Assets	309	6,580	-	80,441	-	-	75,000	1,448
TOTAL	**$ 138,453,297**	**$ 50,955,394**	**$ 7,006,500**	**$ 40,700,950**	**$ 10,320,000**	**$ 8,297,341**	**$ (26,500,000)**	**$ 110,596,900**

* Denotes increase/(decrease) of committed/assigned/nonspendable fund balances anticipated during the fiscal year which include the following:

- Fund 111: Appropriate $191,700 of accumulated one-time Pandemic Recovery amounts to pay for the Business Development Manager position
- Fund 111: Appropriate $500,000 of accumulated one-time Pandemic Recovery amounts for capital projects
- Fund 111: Allocate $533,300 of FY 2023-24 resources to maintain the General Fund Reserve for Economic Uncertainty at 25% of operating expenditures per the City's Fiscal Strategies
- Fund 111: $75,000 loan to the Low and Moderate Housing Assets Fund as cash flow to support FY 2023-24 operations
- Fund 416: $27.5 million loan to the Cypress Recreation and Park District for Arnold Cypress Park reconstruction
- Fund 416: $1 million loan repayment from the Cypress Recreation and Park District for design costs related to Arnold Cypress Park reconstruction

Note: Fund Transfers In and Fund Transfers Out do not equal in the above schedule due to the following:

Transfer-out of $397,841 is made from the General Fund to the Equipment Replacement Internal Service Fund for Capital Outlay.
Transfer-out of $200,000 is made from the General Fund to the Employee Benefits Internal Service Fund for Pension Trust Investment.
Transfer-out of $55,000 is made from the Cable TV PEG Fund to the Equipment Replacement Internal Service Fund for Capital Outlay.
Transfer-out of $574,000 is made from the Narcotics Asset Seizure Fund to the Equipment Replacement Internal Service Fund for Capital Outlay.
Transfer-out of $64,000 is made from the AB 2766 Trip Reduction Fund to reimburse the Equipment Replacement Internal Service Fund for a prior year Capital Outlay purchase.

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS, AND ACTING AS THE EX OFFICIO GOVERNING BOARD OF DIRECTORS OF THE CYPRESS RECREATION AND PARK DISTRICT, APPROVING THE DISTRICT'S ANNUAL BUDGET FOR THE FISCAL YEAR COMMENCING JULY 1, 2023 AND FIXING THE LIMITATIONS OF EXPENDITURES FOR THE FUNDS AND ACTIVITIES CARRIED ON UNDER SUCH FUNDS.

WHEREAS, the City Manager has heretofore prepared and submitted to this Council a proposed Budget for Cypress Recreation and Park District expenditures for the fiscal year commencing July 1, 2023, pursuant to law.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CYPRESS, AND ACTING AS THE EX OFFICIO GOVERNING BOARD OF DIRECTORS OF THE CYPRESS RECREATION AND PARK DISTRICT:

The proposed Budget, as attached (Attachment A), for expenditures duly submitted and considered as herein before stated, is hereby approved, adopted and fixed as the annual budget of the Cypress Recreation and Park District for the fiscal year commencing July 1, 2023 and ending June 30, 2024, in the amounts and for the funds and activities as hereinafter set forth; and

That said adopted Budget, including said supplemental revisions and amendments, shall be duly authenticated by the Clerk of the Council and the same shall be placed in the official files of the Office of the Clerk of the City Council; and

That the City Manager is hereby authorized to transfer monies as determined necessary to the competent operation and control of the District business; except that no such transfer shall be made in contravention to the State law or other City ordinance.

PASSED AND ADOPTED by the City Council of the City of Cypress, ex officio governing Board of Directors of the Cypress Recreation and Park District, at a regular meeting held on the 12th day of June, 2023.

_____
MAYOR OF THE CITY OF CYPRESS

ATTEST:

_____
CITY CLERK OF THE CITY OF CYPRESS

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS

I, ALISHA FARNELL, City Clerk of the City of Cypress, DO HEREBY CERTIFY that the foregoing Resolution was duly adopted at a regular meeting of the said City Council held on the 12th day of June, 2023, by the following roll call vote:

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

_____
CITY CLERK OF THE CITY OF CYPRESS

Attachment A

CYPRESS RECREATION AND PARK DISTRICT

SUMMARY OF RESOURCES AND APPROPRIATIONS BY FUND

Fiscal Year 2023-24

		REVENUES/ SOURCES		EXPENDITURES/USES				
FUND	BEG. FUND BALANCE	PROPOSED REVENUE	LOAN FROM CITY	OPERATING BUDGET	CAPITAL BUDGET	LOAN REPAYMENT TO CITY	FUND TRANSFER-OUT	END. FUND BALANCE
212 - General Fund	$12,679,941	$ 8,632,210	$27,500,000	$ 6,329,019	$29,560,000	$ 1,000,000	$ 176,962	$11,746,170
213 - Park Development	7,012	-	-	-	-	-	-	7,012
TOTAL	$12,686,953	$ 8,632,210	$27,500,000	$ 6,329,019	$29,560,000	$ 1,000,000	$ 176,962	$11,753,182

Note: Fund Transfers In and Fund Transfers Out do not equal in the above schedule due to the following:

Transfer-out of $26,962 is made from the CRPD General Fund to the District's Equipment Replacement Fund for the purchase of capital outlay

Transfer-out of $150,000 is made from the CRPD General Fund to the District's Employee Benefits Internal Service Fund for Orange County Employees Retirement System (OCERS) pension obligations

CITY of CYPRESS
5275 Orange Avenue, Cypress, California 90630
Phone 714-229-6700 www.cypressca.org

June 12, 2023

Honorable Mayor and Members of the City Council:

I am pleased to present the City of Cypress' Fiscal Year (FY) 2023-24 Budget and Capital Improvement Program (CIP). It represents a prudent, practical spending plan consistent with Cypress' legacy of conservative and award-winning financial management.

The City's long-term financial position remains strong and continues to make productive use of additional resources from the $11.7 million American Rescue Plan Act windfall. Thanks to interest earnings, the FY 2023-24 Budget is balanced, but as the Five Year Forecast highlights, Cypress remains dogged by a modest, stubborn structural deficit that limits the City's options to absorb cost increases or enhance service levels.

The projected structural deficit is a function of the City Council's laudable $1.55 million annual contribution toward capital and infrastructure projects from General Fund operating revenues and unavoidable upward pressure on employee compensation caused by a tight labor market and inflation. The projected future deficits can likely be offset through the use of the Budget Stabilization Reserve, which was established to bridge small budget deficits that are anticipated to rectify through operational efficiencies and prior fiscal year end savings.

While the City has proficiently addressed small budget deficits for several years, Cypress must remain financially vigilant. In particular, City operations are heavily dependent on sales tax – a volatile revenue source that is not generated evenly throughout the business community. Cypress relies on a handful of businesses for the majority of its sales tax, which means a disruption to any of those businesses could imperil City operations. To mitigate the risk the City faces from its reliance on sales tax, the City Council updated its Fiscal Strategies during the FY 2022-23 Budget process with a new sales tax estimating and budgeting practice.

The recent spike in interest earnings resulting from efforts to contain inflation will require future budgets to consider a similar risk management strategy to manage investment revenues that can fluctuate greatly from one year to the next.

Our industry leading financial management practices are a justifiable source of community pride. Cypress is the only city to be recognized twice by former State Senator (and Certified Public Accountant) John Moorlach for having the strongest unrestricted net

Anne Hertz-Mallari, Mayor
Scott Minikus, Mayor Pro Tem **David Burke**, Council Member
Frances Marquez, Ph.D., Council Member **Bonnie Peat**, Council Member

(fiscal) position of Orange County's 34 cities. The City also continues to earn recognition from the Government Finance Officers Association for its Budget presentation and performance measurement program.

FY 2023-24 finds the City's short-term financial condition healthy, but facing a variety of inflation-related challenges, the likelihood of more increases to the federal funds rate, and business economists' consensus expectation that a U.S. recession will begin before the end of the calendar year.

Some of the challenges high inflation continues to present the City include:

- The cost to provide municipal services has increased. Everything from supplies, to gasoline, to service contracts costs significantly more than it did two years ago. In many cases, the Budget includes an inflation allowance, but costs can rise so quickly that these allowances may be insufficient or may be needed more broadly.

- Capital project costs continue to go up. The City has had to adjust nearly every CIP project because of inflation and associated product, equipment, and commodity shortages. Annual projects, like residential street resurfacing have had their scope of work reduced compared to prior years. Fortunately, Cypress' strong financial management practices have enabled the City to fund CIP projects on a pay-as-you-go basis and avoid high borrowing costs.

- The cost to retain and attract employees in a tight labor market has increased. While some City revenues grow with inflation, overall revenue growth cannot keep pace with historically large Consumer Price Index (CPI) increases. Surging CPI also limits the City's ability to preserve employee wages relative to the cost of living. Reflecting fierce competition for employees, the FY 2023-24 Budget includes recommendations to help retain employees and advance succession planning. These investments are key to ensuring Cypress is served by highly capable professionals who understand and are committed to our organization, and are rooted in what makes this community so special.

- Employer pension costs are likely to increase as CalPERS navigates soaring interest rates, international crises, and rising employee wages. To ensure Cypress continues to responsibly manage its pension liabilities, the City Council established a Strategic Plan objective to consider options to further offset CalPERS unfunded pension plan actuarial liabilities.

While Cypress is exceedingly well prepared to weather a typical recession/business cycle, the risk of recession has been a consideration throughout FY 2022-23 and is a risk around which the FY 2023-24 Budget is built.

BUDGET OVERVIEW

The combined Operating and Capital Budgets are $52.3 million, an increase of 12.4% from FY 2022-23, and are balanced.

The Operating Budget (all Funds) represents $40.7 million (78%) of the Budget, while capital improvement investments total $10.3 million (20%) and capital outlay makes up $1.3 million (2%) of expenditures.

The City is largely a service provider and over two-thirds of the Operating Budget are personnel costs, with the majority of that spending in the Police department.

Projected FY 2023-24 revenues are nearly $51 million, an increase of 13.7% from FY 2022-23. While General Fund revenues exceed operating expenditures, the use of accumulated reserves to support capital investments balances the Budget. Overall, the $1.3 million fund balance decline for all City funds is largely the result of the use of accumulated moneys (including one-time Pandemic Recovery Plan funds) for capital improvement program investments.

Budget Summary (Millions)	*Operating Budget*	*Capital Budget*	*Total*
Revenues	$ 44.1	$ 6.9	$ 51.0
Expenditures	(40.7)	(11.6)	(52.3)
Transfer for Capital	(2.9)	2.9	-
Surplus/(Deficit)	$ 0.5	$ (1.8)	$ (1.3)

Key assumptions used to develop the Budget include:

- Reflects established City Council priorities and Fiscal Strategies
- Sales tax revenue grows modestly
- $691,700 of Pandemic Recovery Plan set-asides fund one-time projects
- Current service levels are maintained
- CalPERS pension costs increase
- City Council established reserves are maintained
- $1.55 million of General Fund resources are contributed for current year capital projects
- Negotiated and anticipated employee salary and benefit increases are incorporated

General Fund Overview

The General Fund, the City's largest fund and the one over which the City Council has the most discretion, is balanced with a small projected decrease in total reserves.

General Fund Budget Summary (Millions)	*2023-24 Proposed*
Revenues	$ 39.7
Transfers In	1.0
Expenditures	(37.6)
Capital Projects	(2.1)
Transfers Out	(1.1)
Decrease to Fund Balance	$ (0.1)

General Fund Revenues

FY 2023-24 General Fund revenues are projected to increase $3,472,985 (9.6%) from the prior year and do not include any tax increases.

Revenue Category	*2022-23 Adopted*	*2022-23 Estimated*	*2023-24 Proposed*	*% Change*
Property Taxes	$11,964,000	$12,624,671	$ 12,955,000	8.3%
Sales Tax	12,405,000	12,505,000	12,605,000	1.6%
Transient Occupancy Tax	2,650,000	2,825,000	2,750,000	3.8%
Franchise Tax	1,807,500	1,986,137	1,930,000	6.8%
Other Taxes	2,170,000	2,232,500	2,135,000	-1.6%
Investment Earnings	225,000	1,425,000	1,750,000	677.8%
Park District Reimb	2,453,312	2,203,270	2,655,010	8.2%
Other Service Charges	1,083,127	1,375,588	1,328,200	22.6%
Licenses & Permits	883,070	1,152,800	1,012,330	14.6%
Other Revenues	624,848	842,383	618,302	-1.0%
Totals	$36,265,857	$39,172,349	$ 39,738,842	9.6%

Inflation impacts and the risk of recession make revenue projections difficult. Accordingly, the Budget is built on conservative, but realistic projections that reflect the most up-to-date information available from the City's sales tax consultant, property tax consultant, Cal Cities, the State Department of Finance, year-to-date receipts, and regional economic forecasts.

Cypress' largest revenue source for the upcoming year, property tax ($13.0 million), is projected to increase $991,000 (8.3%) from the FY 2022-23 Budget. While Proposition 13 limits annual assessed value increases to protect homeowners, over time it has prevented property tax revenue from keeping pace with operating costs. However, the increase projected for FY 2023-24 is unusually large and is the result of assessed value growth due to recent changes in ownership and construction of apartments and senior living communities, as well as the final dissolution of the Successor Agency to the former Redevelopment Agency.

Sales tax is a close second to property tax for largest revenue source ($12.6 million) and is volatile, especially during periods of economic uncertainty. Sales tax receipts remained stronger than expected during the pandemic, and more recently have benefitted from inflation and the high cost of gasoline. The most recent forecasts indicate modest sales tax growth in FY 2023-24. While any year over year growth is positive news, City operations cannot become overly reliant on sales tax because it can decline rapidly from one year to the next. As such, the Fiscal Strategies were updated last year to limit budgeted sales tax revenues that supports City operations to a four-year average. Sales tax receipts projected to exceed the four-year average are dedicated for one-time expenditure. For FY 2023-24, the sales tax baseline is $12.5 million and the Budget allocates $120,000 to one-time purposes.

Investment earnings, which represents interest received on cash balances, have not been a major revenue source in the General Fund for well over a decade. However, the Federal Reserve has made unprecedented interest rate hikes over the past year. While these increases are generally viewed as economically risky with the potential for negative short-term financial impacts to residents, local businesses and the City's revenue base, higher interest paid on Treasury-backed securities generates significant additional revenues to the City. Over the last two years, interest rates on Treasury notes have gone from close to zero to well over four percent. As such, investment earnings in FY 2023-24 are expected to be more than $1.5 million higher than the prior budget. Simply put, additional investment earnings are responsible for the FY 2023-24 Budget being balanced without the use of reserves. As with sales tax revenue, it is essential that City services not rely on an unpredictable revenue source like investment earnings.

It remains imperative we act as diligent stewards of the community's resources and that we confront new financial challenges and work to diversify our revenue base and contain costs.

General Fund Expenditures

FY 2023-24 expenditures are $37.6 million, an increase of $2.1 million (6.0%) from FY 2022-23.

Expenditure Category	*2022-23 Adopted*	*2022-23 Estimated*	*2023-24 Proposed*	*% Change*
Personnel	$23,312,663	$21,499,167	$ 24,478,999	5.0%
Maintenance & Operations	8,277,202	10,055,631	9,125,638	10.3%
Internal Service Charges	3,859,320	3,859,320	3,977,980	3.1%
Totals	$35,449,185	$35,414,118	$ 37,582,617	6.0%

The personnel expenditure increases are due to many factors, the largest are the costs of the four-year labor agreement with the Cypress Police Officers' Association that the City Council approved in late 2022. Responding to industry-wide wage and recruitment

pressures, the agreement significantly increased compensation to the Police department's 54 sworn Officers and Sergeants. Other personnel increases include higher CalPERS pension payments, one new position, two reclassifications, and negotiated/ anticipated compensation adjustments for non-sworn employees.

Maintenance and operation increases result from several factors, including Decision Packages. Decision Package are summarized in the following table.

#	*Subject*	*Fund*	*One-Tme Cost (Savings)*	*Ongoing Cost (Savings)*
ADM 1	City Rebranding	General	$ 50,000	$ -
ADM 2	Electronic Filing System for Fair Political Practices Commission Filings	General	3,000	10,000
ADM 3	Office Assistant: City Clerk and Human Resources	General	-	85,000
FIN 1	Reclassification of an Accountant to Accounting Supervisor	General	-	22,000
FIN 2	Reclassification of Human Resources Assistant to Human Resources Analyst	General	-	24,000
PD 1	Police Department Community Academy	General	-	6,000
CD 1	Housing Element Implementation	General	150,000	-
CD 2	Housing Element Monitoring and Reporting	General	-	50,000
		Subtotal	*203,000*	*197,000*
REC-1	Reinvigorate the Cypress Run	CRPD General	-	(31,800)
		Subtotal	*-*	*(31,800)*
		Total All Funds	**203,000**	**165,200**

Capital Improvement Program (CIP) Highlights

The CIP is the City's long-term plan for investing in facilities and infrastructure. It is a key component of the Budget and of vital importance to the community. The CIP balances new projects, replacement of aged infrastructure, and life-extending maintenance.

Comprised of projects that often span multiple years and draw on many different funding sources, the FY 2023-24 CIP proposes to invest $10.3 million. The CIP also includes $29.6 million for Recreation and Park District projects.

Project Type	*2023-24 Proposed*
Street Projects	$ 4,650,000
Traffic Signal/Lighting Projects	1,285,000
Storm Drain Projects	1,500,000
Sewer Projects	285,000
Parkway Projects	900,000
Public Facility Projects	1,700,000
Totals	$10,320,000

Fund Balances and Reserves

The Budget reflects the City Council's policy of fully funding capital outlay replacements and employee benefit and self-insurance liabilities. All liabilities (with the exception of the CalPERS pension and retiree medical liabilities) are fully-funded and the Internal Service Funds have sufficient cash to pay all the required annual contributions for pensions and retiree medical costs. The City Council has established a Pension Trust to help offset unfunded CalPERS pension liabilities, with a portion of any General Fund budget surplus committed to additional trust investments.

Importantly, the Budget conforms to City Council policies requiring a 25% General Fund Contingency Reserve of $9.4 million and a 30% CIP Fund Cash-Flow Emergency Reserve of $11.3 million. Neither of these reserves is expected to be utilized in FY 2023-24.

CYPRESS RECREATION AND PARK DISTRICT

The Budget includes the Recreation and Park District (District), which is a distinct legal entity from the City although the City Council serves as the District's Board of Directors. The City supports the District through fee-based general management; finance; human resources; information technology; and maintenance services.

District Revenues

District revenues are budgeted at $8.6 million, an increase of $871,000 (11.2%) from FY 2022-23. The higher revenues are attributed to atypically large property tax growth and rising interest rates earned on cash balances which were both discussed previously in the overview of the City's General Fund.

The District receives the majority of its recurring revenue (over 80%) from property tax, with fees for service (classes and facility rentals) historically being the one other major revenue source. The District's dedicated property tax revenue remains a double-edged sword. It provides a stable income stream with which the District delivers a high level of recreation services. However, under Proposition 13 property tax revenue growth tends to be less than both inflation and the longer-term growth rate of employee compensation due to pension costs and minimum wage increases. Fortunately, in times of economic uncertainty, property tax provides a reliable and steady cash flow and the District's short-term financial health is strong.

Revenue Category	*2022-23 Adopted*	*2022-23 Estimated*	*2023-24 Proposed*	*% Change*
Property Taxes	$ 6,218,000	$ 6,775,800	$ 6,772,000	8.9%
Interest & Rents	371,100	756,521	857,210	131.0%
From Other Agencies	497,681	81,198	286,000	-42.5%
Services Charges	673,892	840,213	717,000	6.4%
Park Development Fees	-	1,430,524	-	n/a
Other Revenue	-	2,446	-	n/a
Totals	$ 7,760,673	$ 9,886,702	$ 8,632,210	11.2%

District Personnel costs represent more than 50% of operating costs when accounting for reimbursements to the City for maintenance services. With its primary revenue source not expected to keep pace with inflationary expenditure growth in the coming years, the District must continue to take measures to ensure its long-term fiscal sustainability. In addition to regularly updating fees, the District must optimize operations; leverage revenue generating assets; and add non-property tax revenues.

Strengthening its financial condition is particularly important as many of the District's facilities are nearing major rehabilitation/replacement age and the District must identify funding for these necessary improvements. Current revenues are sufficient to pay for operations and some capital projects (including the annual repayment associated with the reconstruction of Arnold Cypress Park), but are insufficient to provide for other major rehabilitation costs related to the District's aging facilities and infrastructure.

District Expenditures

The District Budget is $35.9 million, a more than three-fold increase ($27.8 million) from FY 2022-23, due to the large-scale capital projects proposed in FY 2023-24. Personnel costs increase 4.3%, reflecting the ongoing impact of minimum wage increases, higher pension costs and negotiated/anticipated salary increases, several newly-hired full-time employees moving through their respective salary ranges and additional Public Works engineers working on District capital projects.

Maintenance and operations expenditures have also increased as contract service costs reflect the wage impacts to City vendors caused by inflation, the tightening labor market, and higher material and equipment costs.

Expenditure Category	*2022-23 Adopted*	*2022-23 Estimated*	*2023-24 Proposed*	*% Change*
Personnel	$ 2,392,584	$ 2,244,775	$ 2,495,190	4.3%
Maintenance & Operations	3,235,682	2,910,468	3,527,539	9.0%
Internal Service Charges	287,530	287,530	306,290	6.5%
Capital Projects	2,215,000	3,881,508	29,560,000	1234.5%
Capital Outlay	10,000	10,000	7,383	-26.2%
Totals	$ 8,140,796	$ 9,334,281	$ 35,896,402	340.9%

District Capital Improvement Projects

The FY 2023-24 Budget includes $27.5 million for the reconstruction of Arnold Cypress Park. This major project is funded by a loan from the City's Infrastructure Fund and will be repaid by the District using additional annual property tax revenues. These additional property revenues are available due to the District recently paying off all outstanding loans to the City for District capital improvements funded by the former Redevelopment Agency which were disallowed by the State in 2012. While these revenues are sufficient to repay the City for the improvements to Arnold Cypress Park over the next two decades, the District's need to identify funding for other significant capital investments remains a major challenge.

Future capital projects will be prioritized based on the facilities inventory and condition assessment and the availability of resources. The FY 2023-24 CIP projects are summarized and discussed in the FY 2023-24 Budget.

CONCLUSION

The FY 2023-24 Budget funds a strong municipal corporation and a remarkable team of employees serving Cypress. I am enormously proud of Team Cypress' service to our community and have immense confidence in our ability to respond to challenges in FY 2023-24.

The City Council's long-standing practice of strategically investing limited resources has Cypress well prepared for whatever lies over the horizon – assuming we continue our constrained approach to municipal operations and focus on core services.

The FY 2023-24 Budget embodies the City Council's dedication to careful and transparent financial management. This commitment, which spans generations of Cypress City Councils, is the most important way we sustain the community's success, political stability, skilled leadership, and partnership with our employees.

I would like to express my appreciation to our department Directors for their efforts to deliver quality services to our community and to support the City Council as it delivers on the City's updated Mission Statement:

Cypress is a safe and welcoming community delivering excellent services for our residents, neighborhoods, and businesses.

It is a tremendous honor to be Cypress' City Manager and I look forward to continuing to serve our wonderful community from solid financial footing in FY 2023-24.



Peter Grant
City Manager

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **21.**

FROM: Douglas Dancs, Director of Public Works

DATE: 06/12/2023

SUBJECT: **Adopt the Seven-Year (FY 2023-24 to FY 2029-30) Capital Improvement Program**

RECOMMENDATION

1. Determine the Capital Improvement Program is consistent with the General Plan; and

2. Confirm various projects are exempt from California Environmental Quality Act Exemptions requirements; and

3. Adopt a Resolution approving the Seven-Year CIP for FY 2023-24 to FY 2029-30; and

4. Adopt a Resolution updating the Public Works contract award thresholds.

SUMMARY

The seven-year Capital Improvement Program (CIP) proposes 30 projects, invests $39.9 million in capital improvements in the first year and contemplates $136.4 million for the seven-year period. Public Works has determined the proposed CIP is consistent with the goals and policies of the General Plan.

DISCUSSION

The CIP serves as a comprehensive plan for FY 2023-24 and the six years thereafter, and is of vital importance to the community.

With investments of $39.9 million in FY 2023-24, the CIP includes the design of the Myra Avenue stormwater pump station, the installation of electric vehicle charging stations at City facilities, accessibility upgrades to the City Hall restrooms, replacement of the Community Center roof, and construction of Arnold Cypress Park.

The CIP is available for review on the City's website and includes individual project information sheets with descriptions and funding sources. City Council received the proposed CIP at its May 8 workshop, provided comments and made no changes. The

proposed FY 2023-24 CIP is consistent with the goals and policies of the Circulation and Safety Elements of the General Plan.

California Environmental Quality Act Exemptions

Most CIP projects are exempt from CEQA because they involve the repair of existing facilities or are information collection/studies. Projects that are not existing facilities (e.g. the recent construction of Lexington Park) may require further separate analysis and the City Council will consider these projects separately.

Contract Award Thresholds

Municipal Code Section 21A-19 requires public works project approval thresholds be updated annually by City Council resolution based on the Los Angeles area Construction Cost Index published by the Engineering News-Record (ENR). The current ENR Index (as of May 2023) provides the City Manager's contract award threshold be increased 13.8% from $134,000 to $153,000 for public works projects and from $67,000 to $76,000 for professional services contracts associated with public works projects. The new contract thresholds are effective July 1, 2023 and City Council approval is required for any contract which exceed the City Manager's authority levels.

BUDGET IMPACT

The first year of the Seven-Year CIP is incorporated into the FY 2023-24 Proposed Budget which will be considered for adoption on June 12, 2023.

LEGAL REVIEW

None required.

APPROVED BY: Peter Grant, City Manager

Attachments

7-Year CIP
Resolution - CIP Approval
Resolution - Award Thresholds
ENR Index Calculation
Municipal Code 21A-19. Contracts for public works

7-YEAR CAPITAL IMPROVEMENT PROGRAM

CITY OF CYPRESS



FISCAL YEARS
2023-24 to 2029-30

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Introduction

The City of Cypress has developed a Capital Improvement Program (CIP) to plan for infrastructure improvements for the next seven years. The document is a planning tool to ensure that the City's infrastructure needs are addressed and the City can plan for major expenditures. One of the City's Strategic Plan Goals is to "Maintain and Enhance Infrastructure and Facilities," and the CIP is the City Council's primary effort to accomplish the goal.

DEFINITION OF CAPITAL PROJECT

The City Charter defines Capital Improvements as an improvement with an estimated cost in excess of $10,000 and a probable life in excess of ten years, or such other improvement as may be specified by the Council. Projects that are appropriate for the CIP are placed in seven categories or types:

- Streets
- Traffic Signal
- Storm Drain
- Sewer
- Parkway
- Public Facility
- Parks

FUNDING SOURCES

The following is a summary of major funding sources for capital projects. This does not include any competitive grant funds.

General Fund - This fund accounts for all revenues and expenditures that are not accounted for separately. The revenues consist of general taxes, user charges, certain fines, and investment earnings. The expenditures include police services, public works engineering and maintenance, planning, building safety and administrative services.

Infrastructure Reserve Fund - This fund was established to account for accumulated monies that will be used to fund capital improvement projects funded from the general revenues of the City. This fund provides a reserve to accumulate funds for projects that could not be funded within the fiscal constraints of a single year. The primary funding source for the accumulation of these monies is an annual transfer from the General Fund. Annual transfers out are made to fund specific projects budgeted in the City's CIP fund.

Special Gas Tax Funds: The State Gas Tax equals 18 cents per gallon and Cities receive a portion (3.39 cents) based on population under different sections of the Streets and Highway Code. A separate fund is established under each section as follows:

> **Section 2103 Revenue Fund** - Under this fund, which was created in FY 2010-11, cities receive an allocation from a new motor vehicle fuel excise tax that replaces the previous allocation from the Proposition 42 sales tax on gasoline. This change is known as the "fuel tax swap of 2010" and revenues are allocated to Cities on a per capita basis. These funds may be used for street construction, improvements and right-of-way maintenance.
>
> **Section 2106 Revenue Fund** - Under this fund, cities receive $400 per month plus a portion rationed by assessed valuation of tangible property by county and then allocated by population. The amount allocated to the cities amounts to 1.04 cents a gallon. These funds must be used for street construction, improvements and right-of-way and funds may be carried over.

Traffic Mitigation Assessment Fund - This fund was established to account for traffic fees assessed to developers. The funds may only be expended for traffic mitigation purposes as defined in the fee resolutions.

Narcotics Asset Seizure Fund - This fund accounts for monies received under Federal and State laws relevant to drug asset seizure. The monies received must be accounted for separately, but are otherwise unrestricted on their use as long as the funds do not supplant the budget. Asset Seizure funds are distributed to the agency under a formula listed in HS 11489.

Measure M Gas Tax Fund - This fund accounts for the City's share of Measure M monies. Measure M is the half cent sales tax for countywide transportation improvements, approved by Orange County voters in November 1990 and extended in November 2006. Based on population ratio, cities receive M2 (formerly local turnback) monies which are equivalent to 14.6% of the net sales tax received by OCTA. Cities must fulfill the maintenance of effort spending and certain administrative requirements, such as a Growth Management Plan, to receive the funds. This money must be used for local street projects as well as ongoing maintenance of local streets and roads.

SB 1 RMRA Fund – Senate Bill 1 created the Road Maintenance and Rehabilitation Account (RMRA), which receives revenues from increased fuel taxes and vehicle registration fees. A portion of the RMRA monies is distributed to cities to pay for road improvements and maintenance.

Sewer Fund - This fund accounts for the maintenance of and improvements made to the City's sewer system. Revenues consist of property taxes and fees on the water bills to all residents and businesses. The monies in this fund are restricted to sewer maintenance and construction costs.

Cypress Recreation and Park District General Fund - The revenues from the Recreation and Park Special District include a portion of the 1% Basic Property Tax, user fees and special funding from other government agencies (including grants, subventions, etc.). The expenses are restricted to recreation and park activities, including park maintenance and recreation programs.

CAPITAL PLANNING PROCESS

The capital planning process is incorporated in the annual budget process. The process of creating and adopting the budget is a multi-step process, which takes approximately six months from start to finish.

January
- Staff reviews current fiscal year projects and determines year-end revenue and expenditure projections
- Annual CIP budget process begins

February
- Solicit project requests from Departments
- Gather project request information from Commissions
- Staff begin drafting CIP worksheets

March and April
- City Manager meets with Engineering staff to review CIP project requests
- Proposed CIP compiled

May
- Present Seven Year CIP to City Council at annual Budget Workshop
- City Council prioritizes proposed projects

June
- City Council considers Seven Year Capital Improvement Program with incorporated changes from Budget Workshop

July
- Start of new Fiscal Year

IMPACT OF CAPITAL PROJECT ON FUTURE OPERATION BUDGET

The City recognizes that capital projects have an impact on the operating budget. The primary impact is the ongoing maintenance and operations requirements that continue after a project

is completed. Each individual project description sheet that follows summarizes the anticipated impact of future operating and maintenance costs.

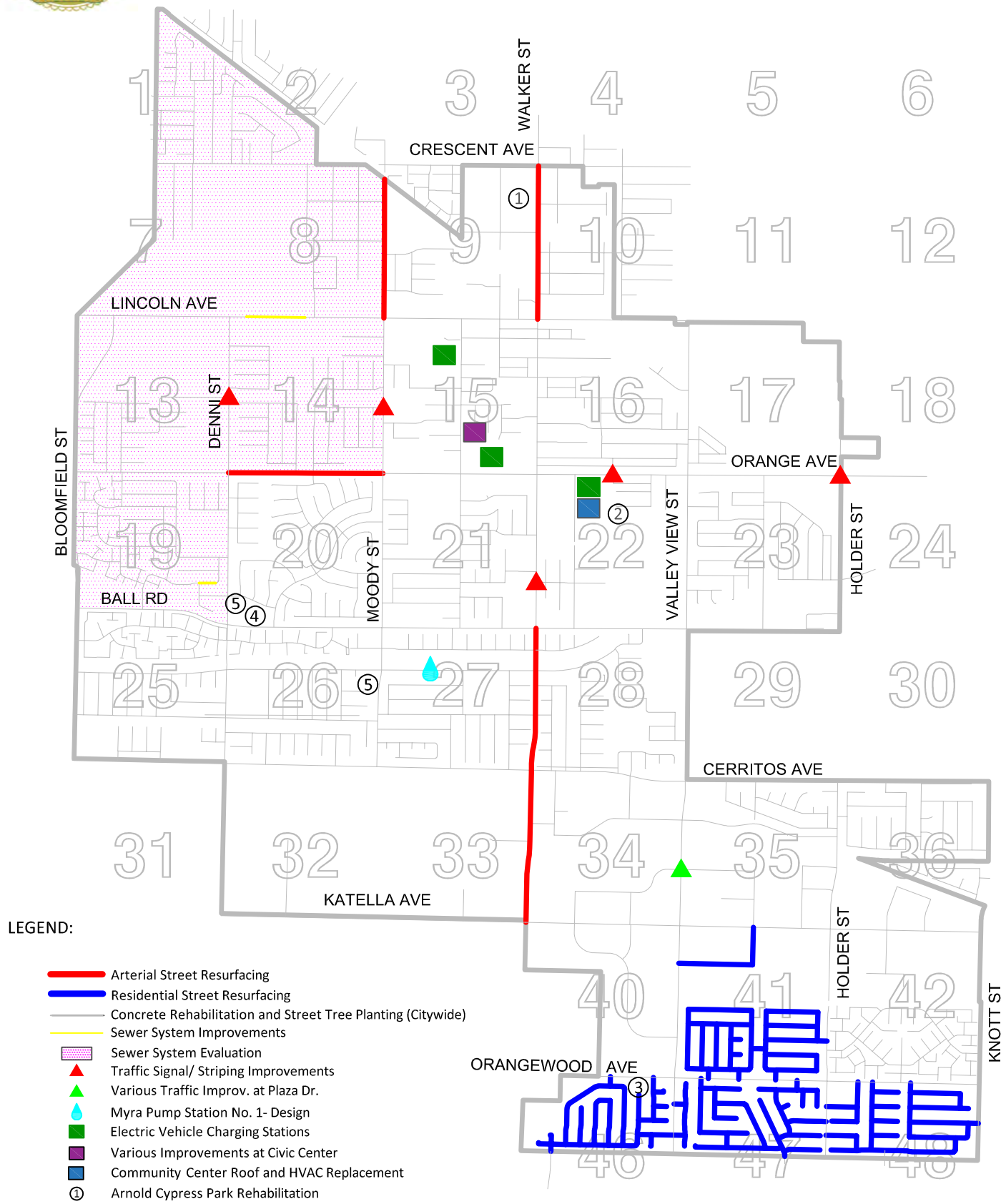
The approved first-year projects in the CIP are funded in the 2023-24 Budget. Projects planned in the next six years are approved by the City Council in concept only. Ongoing projects included in the Seven-Year CIP are reviewed annually. The CIP is updated annually to address specific needs as they arise, or as the City Council goals and policies change. Projects that are presented in the 7-Year CIP, but are currently unfunded, include:

Project Title	Project Category	Fiscal Year	Est. Cost
Traffic Signal at Enterprise Drive and Katella Ave.	80200 Traffic Signal	FY 2024-25	$ 700,000

CONTINUED INFLATION CHALLENGES

The Fiscal Year 2023-24 Capital Improvement Program is being developed while elevated inflation, although slower than last year, continues to increase the cost of capital projects. Annual projects such as the residential street resurfacing and concrete rehabilitation projects may see their scope of work continue to be reduced compared to years prior to the pandemic.

FY 2023-24
CAPITAL IMPROVEMENT PROGRAM



LEGEND:

- Arterial Street Resurfacing
- Residential Street Resurfacing
- Concrete Rehabilitation and Street Tree Planting (Citywide)
- Sewer System Improvements
- Sewer System Evaluation
- Traffic Signal/ Striping Improvements
- Various Traffic Improv. at Plaza Dr.
- Myra Pump Station No. 1- Design
- Electric Vehicle Charging Stations
- Various Improvements at Civic Center
- Community Center Roof and HVAC Replacement
- ① Arnold Cypress Park Rehabilitation
- ② Oak Knoll Park Sports Field Lighting Replacement
- ③ Eucalyptus Park Shade Structure Repairs/Replacement
- ④ Veterans Park Sports Court Replacement/ Improvements
- ⑤ Veterans Park and Cedar Glen Park Parking Lot Seal Coat

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Capital Improvement Program Expenditures

The Seven-Year CIP budget includes total project costs, from inception to final construction. During this time, cash flow is forecasted based on predicted expenditures for all active projects.

The following charts break down the Department's allocated expenditures for recommended CIP improvements per the City's various master planning efforts.

Figure 2: Summary of Capital Projects

Figure 2a: Summary of Recreation and Park District Capital Projects

Figure 3: Projects by Type (7-Year Summary)

Figure 4: Projects by Type (7-Year)

Figure 5: Funding Sources (7-Year Summary)

Figure 6: Projects by Funding Sources (7-Year)

Figure 7: Projects by Type (FY 23-24)

Figure 8: Funding Sources (FY 23-24)

CITY OF CYPRESS
SUMMARY OF CAPITAL PROJECTS
Fiscal Year 2023-24

FUND		FUNDING SOURCES: GENERAL	INFRA-STRUCTURE RESERVE	GAS TAX	MEASURE M2	OTHER		TOTAL
	STREET PROJECTS (80100)							
415	Residential Street Resurfacing (8011)	$ 800,000	$ 700,000	$ -	$ -	$ -		$ 1,500,000
236	Arterial Rehabilitation-Orange Ave (8012)				450,000	200,000	(1)	650,000
239	Arterial Street Rehabilitation (8012)	-	-	-	1,300,000	1,200,000	(2)	2,500,000
	Subtotal	$ 800,000	$ 700,000	$ -	$ 1,750,000	$ 1,400,000		$ 4,650,000
	SIGNAL/LIGHTING PROJECTS (80200/80800)							
236	Various Traffic Signal/Striping Improvement (8021)	$ -	$ -	$ -	$ 250,000	$ -		$ 250,000
251	Upgrade/Install Adaptive Timing Controls (8021)	-	-	-	-	75,000	(3)	75,000
236	Upgrade Traffic Camera Infrastructure (8021)	-	-	-	110,000	-		110,000
251	Upgrade Traffic Software/Components (8021)	-	-	-	-	700,000	(3)	700,000
251	Various Traffic Improvements at Plaza Drive (8021)	-	-	-	-	150,000	(4)	150,000
	Subtotal	$ -	$ -	$ -	$ 360,000	$ 925,000		$ 1,285,000
	STORM DRAIN PROJECTS (80300)							
415	Myra Avenue Pump Station No.1 Design (8031)	$ 250,000	$ -	$ -	$ -	$ 1,250,000	(5)	$ 1,500,000
	Subtotal	$ 250,000	$ -	$ -	$ -	$ 1,250,000	(5)	$ 1,500,000
	SEWER PROJECTS (80400)							
321	Sewer System Improvements (8041)	$ -	$ -	$ -	$ -	$ 100,000	(6)	$ 100,000
321	Sewer System Evaluation (8041)	-	-	-	-	185,000	(6)	185,000
	Subtotal	$ -	$ -	$ -	$ -	$ 285,000		$ 285,000
	PARKWAY PROJECTS (80500)							
415	Concrete/Sidewalk Rehabilitation (8051)	$ 250,000	$ 450,000	$ -	$ -	$ -		$ 700,000
415	Irrigation Upgrades/Water Conservation (8053)	-	-	-	100,000	-		100,000
415	Street Tree Planting (8055)	-	100,000	-	-	-		100,000
	Subtotal	$ 250,000	$ 550,000	$ -	$ 100,000	$ -		$ 900,000
	PUBLIC FACILITY PROJECTS (80600)							
415	Electric Vehicle Charging Stations (8061/62/63)	$ -	$ -	$ -	$ -	$ 500,000	(7)	$ 500,000
415	HVAC Rehab Evaluation-Civic Center (8061)	75,000	-	-	-	-		75,000
415	City Hall Bathrooms-Disability Access (8061)	175,000	100,000	-	-	-		275,000
415	City Hall East Wing Seismic Impr (8061)	-	300,000	-	-	-		300,000
415	City Hall WW Furnishings/Workstations (8061)	-	150,000	-	-	250,000	(5)	400,000
415	City Hall Security Improvements (8061)	-	150,000	-	-	-		150,000
	Subtotal	$ 250,000	$ 700,000	$ -	$ -	$ 750,000		$ 1,700,000
	Total Funded CIP Projects	**$ 1,550,000**	**$ 1,950,000**	**$ -**	**$ 2,210,000**	**$ 4,610,000**		**$ 10,320,000**

Legend:

(1) Pavement Management Relief Funding (PMRF)
(2) State RMRA (SB1)
(3) Street Lighting
(4) Developer Fees
(5) Capital Projects Fund Accumulated Fund Balance
(6) Sewer Fund
(7) General Fund (One-Time Pandemic Response Spending Plan Monies)

CYPRESS RECREATION AND PARK DISTRICT
CAPITAL PROJECTS
Fiscal Year 2023-24

PARKS PROJECTS (212-80700_8071.4186)	**GENERAL FUND**
Arnold Cypress Park Rehabilitation	$ 27,500,000
Oak Knoll Park Sports Field Lighting Replacement	700,000
Community Center Roof Replacement	650,000
Veterans Park Sports Court Replace/Improvements	250,000
Parking Lot Seal Coat	115,000
Park Shade Structure Repairs/Replacements	100,000
Sports Field Improvements	100,000
Community Center HVAC Replacement	75,000
Park Playground Surfacing Sealing and Repairs	50,000
Civic Center Green Tree Replacement	20,000
TOTAL NEW CAPITAL PROJECTS	$ 29,560,000

Figure 3: Projects by Type (7-Year Summary)

Category	Number of Projects	FY 23/24 Year 1	FY 24/25 Year 2	FY 25/26 Year 3	FY 26/27 Year 4	FY 27/28 Year 5	FY 28/29 Year 6	FY 29/30 Year 7	Grand Total (7-Year)
80100 STREET PROJECTS	3	$4,650,000	$4,000,000	$4,075,000	$4,075,000	$4,150,000	$4,150,000	$4,225,000	$29,325,000
80200 TRAFFIC SIGNAL PROJECTS	8	$1,285,000	$1,475,000	$925,000	$935,000	$935,000	$735,000	$625,000	$6,915,000
80300 STORM DRAIN PROJECTS	2	$1,500,000	$0	$26,900,000	$250,000	$250,000	$250,000	$250,000	$29,400,000
80400 SEWER PROJECTS	3	$285,000	$2,445,000	$995,000	$2,460,000	$3,010,000	$670,000	$720,000	$10,585,000
80500 PARKWAY PROJECTS	4	$900,000	$675,000	$945,000	$700,000	$700,000	$995,000	$725,000	$5,640,000
80600 PUBLIC FACILITY PROJECTS	14	$1,700,000	$4,250,000	$640,000	$300,000	$300,000	$250,000	$800,000	$8,240,000
80900 OTHER PROJECTS	3	$0	$250,000	$975,000	$4,625,000	$550,000	$0	$0	$6,400,000
90000 PARK PROJECTS	24	$29,560,000	$1,507,500	$1,457,500	$1,135,000	$1,235,000	$902,500	$4,102,500	$39,900,000
TOTAL	**61**	**$39,880,000**	**$14,602,500**	**$36,912,500**	**$14,480,000**	**$11,130,000**	**$7,952,500**	**$11,447,500**	**$136,405,000**

Figure 4: **Projects by Type** (7-Year)

Fund Title	Project Title	FY 23-24 Year 1	FY 24-25 Year 2	FY 25-26 Year 3	FY 26-27 Year 4	FY 27-28 Year 5	FY 28-29 Year 6	FY 29-30 Year 7	Grand Total (7-Year)
80100 STREET PROJECTS									
239	Arterial Street Rehabilitation	**$2,500,000**	$2,500,000	$2,525,000	$2,525,000	$2,550,000	$2,550,000	$2,575,000	$17,725,000
236	Orange Ave (Denni to Moody) - OCTA Pavement Relief	**$650,000**	$0	$0	$0	$0	$0	$0	$650,000
415	Residential Street Resurface	**$1,500,000**	$1,500,000	$1,550,000	$1,550,000	$1,600,000	$1,600,000	$1,650,000	$10,950,000
	SUB TOTAL	**$4,650,000**	**$4,000,000**	**$4,075,000**	**$4,075,000**	**$4,150,000**	**$4,150,000**	**$4,225,000**	**$29,325,000**
80200 TRAFFIC SIGNAL PROJECTS									
251	City Street Lights - LED Conversion	**$0**	$300,000	$0	$0	$0	$0	$0	$300,000
234	Traffic Signal Timing	**$0**	$0	$0	$250,000	$250,000	$0	$0	$500,000
234	Traffic Signal/Striping Improvements at Various Locations	**$250,000**	$125,000	$125,000	$125,000	$125,000	$125,000	$125,000	$1,000,000
236	Upgrade Traffic Monitoring Camera Infrastructure	**$110,000**	$0	$0	$110,000	$110,000	$110,000	$0	$440,000
251	Upgrade Traffic System Software and Components	**$700,000**	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$1,600,000
251	Upgrade/Provide Smart Adaptive Timing Controls	**$75,000**	$100,000	$250,000	$300,000	$300,000	$350,000	$350,000	$1,725,000
251	Vehicle Pre-Emption Device (Pandemic Recovery)	**$0**	$100,000	$400,000	$0	$0	$0	$0	$500,000
234	Various Traffic Improvements at Plaza Drive	**$150,000**	$0	$0	$0	$0	$0	$0	$150,000
	Traffic Signal at Enterprise Drive and Katella Avenue	**$0**	$700,000	$0	$0	$0	$0	$0	$700,000
	SUB TOTAL	**$1,285,000**	**$1,475,000**	**$925,000**	**$935,000**	**$935,000**	**$735,000**	**$625,000**	**$6,915,000**
80300 STORM DRAIN PROJECTS									
415	Myra Pump Station No. 1 - Design	**$1,500,000**	$0	$25,000,000	$0	$0	$0	$0	$26,500,000
415	Storm Drain Improvements	**$0**	$0	$1,900,000	$250,000	$250,000	$250,000	$250,000	$2,900,000
	SUB TOTAL	**$1,500,000**	**$0**	**$26,900,000**	**$250,000**	**$250,000**	**$250,000**	**$250,000**	**$29,400,000**
80400 SEWER PROJECTS									
321	Sewer System Evaluations	**$185,000**	$195,000	$195,000	$210,000	$210,000	$220,000	$220,000	$1,435,000
321	Sewer System Improvements	**$100,000**	$2,250,000	$100,000	$2,250,000	$2,800,000	$450,000	$500,000	$8,450,000
321	Civic Center Sewer Lateral Repairs	$0	$0	$700,000	$0	$0	$0	$0	$700,000
	SUB TOTAL	**$285,000**	**$2,445,000**	**$995,000**	**$2,460,000**	**$3,010,000**	**$670,000**	**$720,000**	**$10,585,000**
80500 PARKWAY PROJECTS									
415	Concrete Rehabilitation (Citywide)	**$700,000**	$475,000	$475,000	$500,000	$500,000	$525,000	$525,000	$3,700,000
415	Street Tree Planting	**$100,000**	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$700,000
415	Landscape Improvements Along Frontage Roads	**$0**	$0	$270,000	$0	$0	$270,000	$0	$540,000
415	Irrigation Upgrades / Water Conservation	**$100,000**	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$700,000
	SUB TOTAL	**$900,000**	**$675,000**	**$945,000**	**$700,000**	**$700,000**	**$995,000**	**$725,000**	**$5,640,000**
80600 PUBLIC FACILITY PROJECTS									

Figure 4: **Projects by Type** (7-Year)

Fund Title	Project Title	FY 23-24 Year 1	FY 24-25 Year 2	FY 25-26 Year 3	FY 26-27 Year 4	FY 27-28 Year 5	FY 28-29 Year 6	FY 29-30 Year 7	Grand Total (7-Year)
415	Electric Vehicle Charging Stations (Pandemic Recovery)	**$500,000**	$500,000	$0	$0	$0	$0	$0	$1,000,000
415	HVAC Rehabilitation Program	**$75,000**	$450,000	$300,000	$50,000	$50,000	$0	$450,000	$1,375,000
415	Interior/Exterior LED Lighting	**$0**	$300,000	$0	$0	$0	$0	$0	$300,000
415	Maint. Yard Perimeter Improvements (Pandemic Recovery)	**$0**	$0	$0	$0	$0	$0	$350,000	$350,000
415	City Hall Public Bathrooms - Disability Access	**$275,000**	$0	$0	$0	$0	$0	$0	$275,000
415	City Hall East Wing Seismic Improvements (Design)	**$300,000**	$0	$0	$0	$0	$0	$0	$300,000
415	City Hall East Wing Seismic Improvements (Construction)	**$0**	$2,000,000	$0	$0	$0	$0	$0	$2,000,000
415	City Hall and Police Department Roof Recoating	**$0**	$700,000	$0	$0	$0	$0	$0	$700,000
415	City Hall East Wing Carpet	**$0**	$0	$165,000	$0	$0	$0	$0	$165,000
415	City Hall East Wing Furnishings and Workstations	**$0**	$0	$175,000	$0	$0	$0	$0	$175,000
415	City Hall West Wing Workstations/Carpet/Wall Coverings	**$400,000**	$0	$0	$0	$0	$0	$0	$400,000
415	City Council Chambers Security Improvements	**$0**	$200,000	$0	$0	$0	$0	$0	$200,000
415	Civic Center Security Improvements	**$150,000**	$100,000	$0	$0	$0	$0	$0	$250,000
415	Building Improvements	**$0**	$0	$0	$250,000	$250,000	$250,000	$0	$750,000
	SUB TOTAL	**$1,700,000**	**$4,250,000**	**$640,000**	**$300,000**	**$300,000**	**$250,000**	**$800,000**	**$8,240,000**
80900 OTHER PROJECTS									
415	Bicycle Master Plan (Pandemic Recovery)	**$0**	$100,000	$0	$0	$0	$0	$0	$100,000
415	Private Arterial Wall Rehabilitation (Pandemic Recovery)	**$0**	$100,000	$575,000	$575,000	$550,000	$0	$0	$1,800,000
415	Recycled Water Line Project (Pandemic Recovery)	**$0**	$50,000	$400,000	$4,050,000	$0	$0	$0	$4,500,000
	SUB TOTAL	**$0**	**$250,000**	**$975,000**	**$4,625,000**	**$550,000**	**$0**	**$0**	**$6,400,000**
90000 PARK PROJECTS									
212	Arnold Cypress Park Rehabilitation	**$27,500,000**	$0	$0	$0	$0	$0	$0	$27,500,000
212	Civic Center Green Tree Replacement	**$20,000**	$22,500	$22,500	$25,000	$25,000	$27,500	$27,500	$170,000
212	Community Center Floor Replacement	**$0**	$0	$0	$0	$450,000	$0	$0	$450,000
212	Community Center Roof Replacement	**$650,000**	$0	$0	$0	$0	$0	$0	$650,000
212	Oak Knoll Park Sports Field Lighting Replacement	**$700,000**	$0	$0	$0	$0	$0	$0	$700,000
212	Park and Facility Security Improvements	**$0**	$150,000	$150,000	$0	$0	$0	$0	$300,000
212	Park Enhancements (City-wide)	**$0**	$0	$0	$0	$0	$0	$300,000	$300,000
212	Park Irrigation Master Plan and Improvements	**$0**	$75,000	$500,000	$500,000	$0	$0	$0	$1,075,000
212	Park Playground Equipment Replacement	**$0**	$0	$450,000	$450,000	$450,000	$450,000	$450,000	$2,250,000
212	Park Playground Surfacing Sealing & Repairs	**$50,000**	$0	$25,000	$25,000	$25,000	$25,000	$0	$150,000
212	Park Restroom - Sewer Repairs	**$0**	$0	$0	$0	$0	$100,000	$0	$100,000

Figure 4: **Projects by Type** (7-Year)

Fund Title	Project Title	FY 23-24 Year 1	FY 24-25 Year 2	FY 25-26 Year 3	FY 26-27 Year 4	FY 27-28 Year 5	FY 28-29 Year 6	FY 29-30 Year 7	Grand Total (7-Year)
212	Park Restrooms Rehabilitation	**$0**	$0	$0	$0	$0	$250,000	$0	$250,000
212	Park Shade Structure Repairs/Replacement	**$100,000**	$100,000	$100,000	$100,000	$100,000	$0	$25,000	$525,000
212	Parking Lot Seal Coat	**$115,000**	$160,000	$35,000	$35,000	$35,000	$0	$0	$380,000
415	Parks Interior/Exterior LED Lighting	**$0**	$0	$125,000	$0	$0	$0	$0	$125,000
212	Rosen Acacia Park Concrete Improvements	**$0**	$0	$0	$0	$0	$0	$200,000	$200,000
212	Sports Court Resurfacing	**$0**	$50,000	$0	$0	$100,000	$0	$50,000	$200,000
212	Sports Field Improvements	**$100,000**	$0	$50,000	$0	$50,000	$0	$50,000	$250,000
212	Community Center HVAC Replacement	**$75,000**	$0	$0	$0	$0	$0	$0	$75,000
212	Facility Exterior Door Replacements	**$0**	$150,000	$0	$0	$0	$0	$0	$150,000
212	Lexington Park Field Replacement and Refurbishment	**$0**	$0	$0	$0	$0	$0	$3,000,000	$3,000,000
212	Veterans Park Sports Court Replacement/Improvements	**$250,000**	$0	$0	$0	$0	$0	$0	$250,000
212	Veterans Park Pavilion and Restroom Replacement	**$0**	$800,000	$0	$0	$0	$0	$0	$800,000
212	Senior Center Interior Improvements	**$0**	$0	$0	$0	$0	$50,000	$0	$50,000
	SUB TOTAL	**$29,560,000**	**$1,507,500**	**$1,457,500**	**$1,135,000**	**$1,235,000**	**$902,500**	**$4,102,500**	**$39,900,000**
	TOTAL	**$39,880,000**	**$14,602,500**	**$36,912,500**	**$14,480,000**	**$11,130,000**	**$7,952,500**	**$11,447,500**	**$136,405,000**

Figure 5: Funding Sources (7-Year Summary)

Funding Source	FY 23-24 Year 1	FY 24-25 Year 2	FY 25-26 Year 3	FY 26-27 Year 4	FY 27-28 Year 5	FY 28-29 Year 6	FY 29-30 Year 7	Grand Total (7-Year)
General Fund	**$1,800,000**	$1,650,000	$2,925,000	$6,175,000	$2,100,000	$1,550,000	$1,900,000	$18,100,000
Infrastructure Reserve	**$3,700,000**	$4,100,000	$25,665,000	$150,000	$150,000	$100,000	$300,000	$34,165,000
Measure M	**$2,210,000**	$1,525,000	$1,525,000	$1,635,000	$1,635,000	$1,635,000	$1,525,000	$11,690,000
SB1 RMRA	**$1,200,000**	$1,200,000	$1,225,000	$1,225,000	$1,250,000	$1,250,000	$1,275,000	$8,625,000
Gas Tax 2103	**$0**	$700,000	$750,000	$750,000	$800,000	$800,000	$850,000	$4,650,000
Gas Tax 2106	**$0**	$225,000	$495,000	$250,000	$250,000	$545,000	$275,000	$2,040,000
Park District Funds	**$1,852,000**	$1,507,500	$1,457,500	$1,135,000	$1,235,000	$902,500	$4,102,500	$12,192,000
Sewer Fund	**$285,000**	$2,445,000	$995,000	$2,460,000	$3,010,000	$670,000	$720,000	$10,585,000
Street Lighting	**$775,000**	$550,000	$400,000	$700,000	$700,000	$500,000	$500,000	$4,125,000
CIP Fund Balance	**$0**	$0	$1,475,000	$0	$0	$0	$0	$1,475,000
Infrastructure Reserve Loan	**$27,500,000**	$0	$0	$0	$0	$0	$0	$27,500,000
Prop 68 Grant	**$208,000**	$0	$0	$0	$0	$0	$0	$208,000
Pavement Management Relief	**$200,000**	$0	$0	$0	$0	$0	$0	$200,000
Developer Funds	**$150,000**	$0	$0	$0	$0	$0	$0	$150,000
Unfunded	**$0**	$700,000	$0	$0	$0	$0	$0	$700,000
TOTAL	**$39,880,000**	**$14,602,500**	**$36,912,500**	**$14,480,000**	**$11,130,000**	**$7,952,500**	**$11,447,500**	**$136,405,000**

Figure 6: **Projects by Funding Sources** (7-Year)

Project Title	Project Category	FY23/24 Year 1	FY24/25 Year 2	FY25/26 Year 3	FY26/27 Year 4	FY27/28 Year 5	FY28/29 Year 6	FY29/30 Year 7	Grand Total (7-Year)
General Fund									
Residential Street Resurface	80100 STREET	**$800,000**	$800,000	$800,000	$800,000	$800,000	$800,000	$800,000	$5,600,000
Vehicle Pre-Emption Device (Pandemic Recovery)	80200 TRAFFIC SIGNAL/LIGHTING	**$0**	$100,000	$400,000	$0	$0	$0	$0	$500,000
Storm Drain Improvements	80300 STORM DRAIN	**$0**	$0	$250,000	$250,000	$250,000	$250,000	$250,000	$1,250,000
Concrete Rehabilitation (Citywide)	80500 PARKWAY	**$250,000**	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000	$1,750,000
Electric Vehicle Charging Stations (Pandemic Recovery)	80600 PUBLIC FACILITY	**$500,000**	$0	$0	$0	$0	$0	$0	$500,000
HVAC Rehabilitation Program	80600 PUBLIC FACILITY	**$75,000**	$0	$250,000	$0	$0	$0	$250,000	$575,000
Interior/Exterior LED Lighting	80600 PUBLIC FACILITY	**$0**	$150,000	$0	$0	$0	$0	$0	$150,000
Maintenance Yard Perimeter Improvements (Pandemic Recovery)	80600 PUBLIC FACILITY	**$0**	$0	$0	$0	$0	$0	$350,000	$350,000
City Hall West Wing Workstations/Carpet/Wall Coverings	80600 PUBLIC FACILITY	**$25,000**	$0	$0	$0	$0	$0	$0	$25,000
Civic Center Security Improvements	80600 PUBLIC FACILITY	**$150,000**	$100,000	$0	$0	$0	$0	$0	$250,000
Building Improvements	80600 PUBLIC FACILITY	**$0**	$0	$0	$250,000	$250,000	$250,000	$0	$750,000
Bicycle Master Plan (Pandemic Recovery)	80900 OTHER	**$0**	$100,000	$0	$0	$0	$0	$0	$100,000
Private Arterial Wall Rehabilitation (Pandemic Recovery)	80900 OTHER	**$0**	$100,000	$575,000	$575,000	$550,000	$0	$0	$1,800,000
Recycled Water Line Project (Pandemic Recovery)	80900 OTHER	**$0**	$50,000	$400,000	$4,050,000	$0	$0	$0	$4,500,000
TOTAL		**$1,800,000**	**$1,650,000**	**$2,925,000**	**$6,175,000**	**$2,100,000**	**$1,550,000**	**$1,900,000**	**$18,100,000**
Infrastructure Reserve									
Residential Street Resurface	80100 STREET	**$700,000**	$0	$0	$0	$0	$0	$0	$700,000
Myra Pump Station No. 1 - Design	80300 STORM DRAIN	**$1,500,000**	$0	$25,000,000	$0	$0	$0	$0	$26,500,000
Storm Drain Improvements	80300 STORM DRAIN	**$0**	$0	$175,000	$0	$0	$0	$0	$175,000
Concrete Rehabilitation (Citywide)	80500 PARKWAY	**$450,000**	$0	$0	$0	$0	$0	$0	$450,000
Street Tree Planting	80500 PARKWAY	**$100,000**	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$700,000
Electric Vehicle Charging Stations (Pandemic Recovery)	80600 PUBLIC FACILITY	**$0**	$500,000	$0	$0	$0	$0	$0	$500,000
HVAC Rehabilitation Program	80600 PUBLIC FACILITY	**$0**	$450,000	$50,000	$50,000	$50,000	$0	$200,000	$800,000
Interior/Exterior LED Lighting	80600 PUBLIC FACILITY	**$0**	$150,000	$0	$0	$0	$0	$0	$150,000
City Hall Public Bathrooms - Disability Access	80600 PUBLIC FACILITY	**$275,000**	$0	$0	$0	$0	$0	$0	$275,000
City Hall East Wing Seismic Improvements (Design)	80600 PUBLIC FACILITY	**$300,000**	$0	$0	$0	$0	$0	$0	$300,000
City Hall East Wing Seismic Improvements (Construction)	80600 PUBLIC FACILITY	**$0**	$2,000,000	$0	$0	$0	$0	$0	$2,000,000
City Hall and Police Department Roof Recoating	80600 PUBLIC FACILITY	**$0**	$700,000	$0	$0	$0	$0	$0	$700,000
City Hall East Wing Carpet	80600 PUBLIC FACILITY	**$0**	$0	$165,000	$0	$0	$0	$0	$165,000
City Hall East Wing Furnishings and Workstations	80600 PUBLIC FACILITY	**$0**	$0	$175,000	$0	$0	$0	$0	$175,000
City Hall West Wing Workstations/Carpet/Wall Coverings	80600 PUBLIC FACILITY	**$375,000**	$0	$0	$0	$0	$0	$0	$375,000
City Council Chambers Security Improvements	80600 PUBLIC FACILITY	**$0**	$200,000	$0	$0	$0	$0	$0	$200,000
TOTAL		**$3,700,000**	**$4,100,000**	**$25,665,000**	**$150,000**	**$150,000**	**$100,000**	**$300,000**	**$34,165,000**
Measure M									
Arterial Street Rehabilitation	80100 STREET	**$1,300,000**	$1,300,000	$1,300,000	$1,300,000	$1,300,000	$1,300,000	$1,300,000	$9,100,000
Orange Ave (Denni to Moody) Resurfacing - OCTA Pavement Relief	80100 STREET	**$450,000**	$0	$0	$0	$0	$0	$0	$450,000
Traffic Signal/Striping Improvements at Various Locations	80200 TRAFFIC SIGNAL/LIGHTING	**$250,000**	$125,000	$125,000	$125,000	$125,000	$125,000	$125,000	$1,000,000
Upgrade Traffic Monitoring Camera Infrastructure	80200 TRAFFIC SIGNAL/LIGHTING	**$110,000**	$0	$0	$110,000	$110,000	$110,000	$0	$440,000

Figure 6: Funding Sources (7-Year)

Project Title	Project Category	FY23/24 Year 1	FY24/25 Year 2	FY25/26 Year 3	FY26/27 Year 4	FY27/28 Year 5	FY28/29 Year 6	FY29/30 Year 7	Grand Total (7-Year)
Irrigation Upgrades / Water Conservation	80500 PARKWAY	**$100,000**	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$700,000
TOTAL		**$2,210,000**	**$1,525,000**	**$1,525,000**	**$1,635,000**	**$1,635,000**	**$1,635,000**	**$1,525,000**	**$11,690,000**
SB1 RMRA									
Arterial Street Rehabilitation	80100 STREET	**$1,200,000**	$1,200,000	$1,225,000	$1,225,000	$1,250,000	$1,250,000	$1,275,000	$8,625,000
TOTAL		**$1,200,000**	**$1,200,000**	**$1,225,000**	**$1,225,000**	**$1,250,000**	**$1,250,000**	**$1,275,000**	**$8,625,000**
Gas Tax 2103									
Residential Street Resurface	80100 STREET	**$0**	$700,000	$750,000	$750,000	$800,000	$800,000	$850,000	$4,650,000
TOTAL		**$0**	**$700,000**	**$750,000**	**$750,000**	**$800,000**	**$800,000**	**$850,000**	**$4,650,000**
Gax Tax 2106									
Concrete Rehabilitation (Citywide)	80500 PARKWAY	**$0**	$225,000	$225,000	$250,000	$250,000	$275,000	$275,000	$1,500,000
Landscape Improvements Along Frontage Roads	80500 PARKWAY	**$0**	$0	$270,000	$0	$0	$270,000	$0	$540,000
TOTAL		**$0**	**$225,000**	**$495,000**	**$250,000**	**$250,000**	**$545,000**	**$275,000**	**$2,040,000**
Park District Funds									
Civic Center Green Tree Replacement	90000 PARK	**$20,000**	$22,500	$22,500	$25,000	$25,000	$27,500	$27,500	$170,000
Community Center Floor Replacement	90000 PARK	**$0**	$0	$0	$0	$450,000	$0	$0	$450,000
Community Center Roof Replacement	90000 PARK	**$650,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$650,000**
Oak Knoll Park Sports Field Lighting Replacement	90000 PARK	**$700,000**	$0	$0	$0	$0	$0	$0	$700,000
Park and Facility Security Improvements	90000 PARK	**$0**	**$150,000**	**$150,000**	**$0**	**$0**	**$0**	**$0**	**$300,000**
Park Enhancements (City-wide)	90000 PARK	**$0**	$0	$0	$0	$0	$0	$300,000	$300,000
Park Irrigation Master Plan and Improvements	90000 PARK	**$0**	**$75,000**	**$500,000**	**$500,000**	**$0**	**$0**	**$0**	**$1,075,000**
Park Playground Equipment Replacement	90000 PARK	**$0**	$0	$450,000	$450,000	$450,000	$450,000	$450,000	$2,250,000
Park Playground Surfacing Sealing & Repairs	90000 PARK	**$50,000**	**$0**	**$25,000**	**$25,000**	**$25,000**	**$25,000**	**$0**	**$150,000**
Park Restroom - Sewer Repairs	90000 PARK	**$0**	$0	$0	$0	$0	$100,000	$0	$100,000
Park Restrooms Rehabilitation	90000 PARK	**$0**	**$0**	**$0**	**$0**	**$0**	**$250,000**	**$0**	**$250,000**
Park Shade Structure Repairs/Replacement	90000 PARK	**$100,000**	$100,000	$100,000	$100,000	$100,000	$0	$25,000	$525,000
Parking Lot Seal Coat	90000 PARK	**$115,000**	**$160,000**	**$35,000**	**$35,000**	**$35,000**	**$0**	**$0**	**$380,000**
Parks Interior/Exterior LED Lighting	90000 PARK	**$0**	$0	$125,000	$0	$0	$0	$0	$125,000
Rosen Acacia Park Concrete and Disability Access Improvements	90000 PARK	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$200,000**	**$200,000**
Sports Court Resurfacing	90000 PARK	**$0**	$50,000	$0	$0	$100,000	$0	$50,000	$200,000
Sports Field Improvements	90000 PARK	**$100,000**	**$0**	**$50,000**	**$0**	**$50,000**	**$0**	**$50,000**	**$250,000**
Community Center HVAC Replacement	90000 PARK	**$75,000**	$0	$0	$0	$0	$0	$0	$75,000
Facility Exterior Door Replacements	90000 PARK	**$0**	**$150,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$150,000**
Lexington Park Field Replacement and Refurbishment	90000 PARK	**$0**	$0	$0	$0	$0	$0	$3,000,000	$3,000,000
Veterans Park Sports Court Replacement/Improvements	90000 PARK	**$42,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$42,000**
Veterans Park Pavilion and Restroom Replacement	90000 PARK	**$0**	$800,000	$0	$0	$0	$0	$0	$800,000
Senior Center Interior Improvements	90000 PARK	**$0**	**$0**	**$0**	**$0**	**$0**	**$50,000**	**$0**	**$50,000**
TOTAL		**$1,852,000**	**$707,500**	**$1,457,500**	**$1,135,000**	**$1,235,000**	**$852,500**	**$4,102,500**	**$11,342,000**
Sewer									
Sewer System Evaluations	80400 SEWER	**$185,000**	$195,000	$195,000	$210,000	$210,000	$220,000	$220,000	$1,435,000

Figure 6: Funding Sources (7-Year)

Project Title	Project Category	FY23/24 Year 1	FY24/25 Year 2	FY25/26 Year 3	FY26/27 Year 4	FY27/28 Year 5	FY28/29 Year 6	FY29/30 Year 7	Grand Total (7-Year)
Sewer System Improvements	80400 SEWER	**$100,000**	**$2,250,000**	**$100,000**	**$2,250,000**	**$2,800,000**	**$450,000**	**$500,000**	**$8,450,000**
Civic Center Sewer Lateral Repairs	80400 SEWER	**$0**	$0	$700,000	$0	$0	$0	$0	$700,000
TOTAL		**$285,000**	**$2,445,000**	**$295,000**	**$2,460,000**	**$3,010,000**	**$670,000**	**$720,000**	**$9,885,000**
Street Lighting District									
City Street Lights - LED Conversion	80200 TRAFFIC SIGNAL/LIGHTING	**$0**	$300,000	$0	$0	$0	$0	$0	$300,000
Traffic Signal Timing	80200 TRAFFIC SIGNAL/LIGHTING	**$0**	**$0**	**$0**	**$250,000**	**$250,000**	**$0**	**$0**	**$500,000**
Upgrade Traffic System Software and Components	80200 TRAFFIC SIGNAL/LIGHTING	**$700,000**	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$1,600,000
Upgrade/Provide Smart Adaptive Timing Controls	80200 TRAFFIC SIGNAL/LIGHTING	**$75,000**	**$100,000**	**$250,000**	**$300,000**	**$300,000**	**$350,000**	**$350,000**	**$1,725,000**
TOTAL		**$775,000**	**$550,000**	**$400,000**	**$700,000**	**$700,000**	**$500,000**	**$500,000**	**$4,125,000**
CIP Fund Balance									
Storm Drain Improvements	80300 STORM DRAIN	**$0**	$0	$1,475,000	$0	$0	$0	$0	$1,475,000
TOTAL		**$0**	**$0**	**$1,475,000**	**$0**	**$0**	**$0**	**$0**	**$1,475,000**
Pavement Management Relief Funding									
Orange Ave (Denni to Moody) Resurfacing - OCTA Pavement Relief	80100 STREET	**$200,000**	$0	$0	$0	$0	$0	$0	$200,000
TOTAL		**$200,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$200,000**
Infrastructure Reserve Loan									
Arnold Cypress Park Rehabilitation	90000 PARK	**$27,500,000**	$0	$0	$0	$0	$0	$0	$27,500,000
TOTAL		**$27,500,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$27,500,000**
Prop 68 Grant / Unfunded									
Veterans Park Sports Court Replacement/Improvements	90000 PARK	**$208,000**	$0	$0	$0	$0	$0	$0	$208,000
TOTAL		**$208,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$208,000**
Developer Funds									
Various Traffic Improvements at Plaza Drive	80200 TRAFFIC SIGNAL/LIGHTING	**$150,000**	$0	$0	$0	$0	$0	$0	$150,000
TOTAL		**$150,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$150,000**
Unfunded									
Traffic Signal at Enterprise Drive and Katella Avenue	80200 TRAFFIC SIGNAL/LIGHTING	**$0**	$700,000	$0	$0	$0	$0	$0	$700,000
TOTAL		**$150,000**	**$0**	**$0**	**$0**	**$0**	**$0**	**$0**	**$150,000**
TOTAL		**$39,880,000**	**$14,602,500**	**$36,912,500**	**$14,480,000**	**$11,130,000**	**$7,952,500**	**$11,447,500**	**$136,405,000**

Street Projects (Program 80100)

The City has about 112 street centerline miles and approximately 24 million square feet of pavement. Arterial streets account for over 36 percent of the network with residential streets, collector streets, and alleys accounting for the remaining balance.

The City inventories and evaluates street conditions, identifies maintenance strategies, and budgets for street rehabilitation through the Pavement Management Program (PMP). This study is prepared by the City Council biennially and submitted to the Orange County Transportation Authority.



Below is a listing of the historical Pavement Condition Index (PCI) ratings.

Year	PCI Rating
2019	85.0
2020	84.6
2021	83.0
2022	85.1

This year, and future years going forward, the City expects to receive over $8.6 million in SB1 gas tax funds. These dollars will be earmarked for use on residential, arterial, and parkway projects to relieve General Fund spending and continue preserving the City's infrastructure.

The overall $29.3 million seven-year budget for the Street CIP reflects the cost required to ensure that the pavement network remains above a minimum service level of "fair" for at least the next seven years. Any street section whose condition is predicted to fall below a minimum level of "fair" is scheduled for maintenance as part of the Street CIP.

FY 2022-23 street projects resurfaced over 40 lane miles of pavement.

PROPOSED PROJECT HIGHLIGHTS

Arterial Street Rehabilitation

The Arterial Street Rehabilitation project will resurface portions of Moody Street and Walker Street, with a new two-inch layer of asphalt pavement, called an overlay. An overlay project involves grinding and removing the top one to two inches of existing street pavement surface and replacing it with one to two inches of new asphalt pavement. This treatment method extends the useful life of the street and provides a new driving surface free of cracks and pavement distresses.

This project will also slurry seal various arterial streets throughout the City. The slurry seal serves as a moisture barrier/weatherproofing layer that deters damage to the underlying street pavement but does not provide any structural improvement.





Residential Street Resurface

The Residential Street Resurface project includes resurfacing various residential streets using slurry seal or an asphalt overlay. Slurry seal is typically applied every five to seven years. Once the pavement reaches a point where slurry sealing is no longer effective, a "grind and overlay" will be recommended under the pavement management program.

The project forecast may differ than the actual work subject to design and budget considerations, field and utility conflicts, project scheduling, and other factors.

FUTURE PROJECTS

Each year, the City will determine the following fiscal year's program based upon remaining cash flow, utility work, and coordination with other CIP projects. Future year projects are for planning purposes only.

Traffic Projects (Program 80200)

The City has 60 traffic signals, two pedestrian signals and four pedestrian flashing beacons. Citywide traffic conditions are monitored by a live camera feed through fiber optic infrastructure.

As part of the City Council six-month strategic objectives, Community Development evaluated the City's traffic signal systems and traffic management practices. The City's Contract Traffic Engineer completed the report in 2019 and gave high marks for the condition, operation and maintenance of the City's traffic signal system. The report also outlined five recommendations to address both short-term and future traffic signal system needs. These improvements will cost approximately $6.1 over the next seven years and are included in the 7-Year CIP for consideration.

PROPOSED PROJECT HIGHLIGHTS

Traffic Signal/Striping Improvements

This project will install or replace signage, striping, traffic signal equipment, traffic cameras and communication equipment, pedestrian crosswalks, and other general traffic improvements to provide enhanced safety and more efficient travel for all road users. Projects include traffic signal equipment improvements at Orange Avenue and Holder Street and installation of rectangular rapid flashing beacons (RRFBs) at a pedestrian crosswalk at Moody Street/Newman Avenue.

Traffic Signal System Infrastructure Upgrades



This project will replace aging and obsolete traffic signal control components and equipment. New software will also be implemented in conjunction with the new hardware. The updated system will improve remote access and provide additional tools and features to provide more flexibility and control over for our signal system.

FUTURE PROJECTS

Each year, the City will determine the following fiscal year's program based upon remaining cash flow, utility work, and coordination with other CIP projects. Future year projects are for planning purposes only.

Storm Drain Projects (Program 80300)

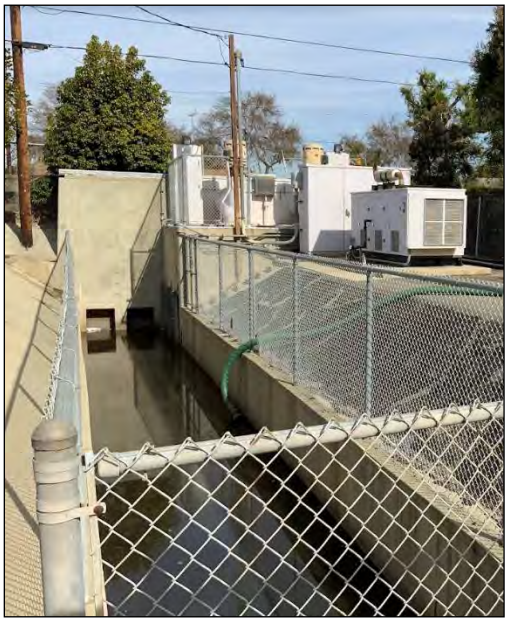


The City has approximately 22 miles of storm drain pipe, over 580 drainage inlets, and four pump stations, which outlets to three different regional Orange County Flood Control District (OCFCD) channels. Currently, all OCFCD channels, with the exception of the Carbon Creek Channel, are deficient.

All projects along the Carbon Creek Channel are shelf-ready or have been completed. All other projects connecting to the other OCSFD channels are currently on-hold.

PROPOSED PROJECT HIGHLIGHTS

Myra Pump Station No. 1 - Design



The Myra Avenue Pump Station No. 1 serves the drainage area bounded by Moody Street, Walker Street, and Cerritos Avenue. The existing pump station is over 60 years old and there is past evidence of street flooding within its service area. The station has reached the end of its useful design life and requires upgrades for compliance with current Orange County Flood Control District design standards. The second phase of this three-phase project is to design the new facility and develop plans and specifications to be utilized for construction.

FUTURE PROJECTS

- Storm drain and catch basin improvements along Janice Lynn Street, Ethel Street and Gregory Street
- Myra Pump Station No. 1 - Construction

Each year, the City will determine the following fiscal year's program based upon remaining cash flow, utility work, and coordination with other CIP projects. Future year projects are for planning purposes only.

Sewer Projects (Program 80400)

The City's sanitary sewer system consists of about 101 miles of underground sewer pipe, 2,350 manholes/cleanouts, and one sewer pump station. The system carries sewage from over 14,200 private service laterals and flows into three different major Orange County Sanitation District trunk lines for treatment in Huntington Beach. After treatment, water is discharged to the ocean.

The Sewer Master Plan is a long range-planning tool for sewer infrastructure improvements to minimize the possibility of overflows. The Sewer Master Plan prioritizes deficiencies, based on age and capacity, and implements rehabilitation, based on short-term and long-term needs, and then categorizes them as condition or capacity improvements.

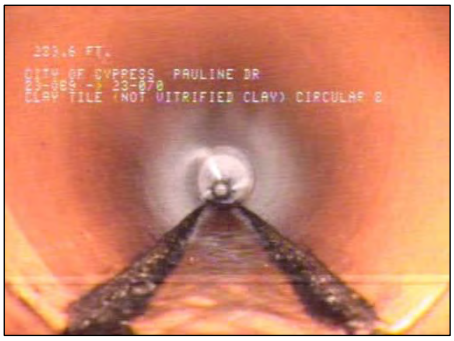
PROPOSED PROJECT HIGHLIGHTS



Sewer Rehabilitation/Capacity Improvements

The project will replace or repair sewer lines at various locations due to structural deficiencies, such as offset joints, cracks, calcium deposits, and heavy root intrusion; and re-lining condition deficient pipe.

Sewer System Evaluations



The State Water Board requires local agencies maintain a Sewer System Management Plan (SSMP) and sanitary sewer emergency overflow response plan. These documents identify system conditions and maintenance and repair needs to prevent sewer overflows. As part of the plan, a comprehensive video inventory of the City's sewer network is required, which is used as an on-going evaluation tool.

FUTURE PROJECTS

Each year, the City will determine the following fiscal year's program based upon remaining cash flow, utility work, and coordination with other CIP projects. Future year projects are for planning purposes only.

Parkway Projects (Program 80500)

The City maintains approximately eight million square feet of sidewalk and 1.2 million linear feet of curb and gutter. This program replaces sidewalk to avoid potential liability risk and harm to residents. Concrete improvements that are typically included with the program are sidewalks, curbs and gutter, curb ramps, cross gutters, and tree wells.

This year's concrete replacement project will replace approximately 14,000 square feet of concrete damaged by tree roots. The annual tree planting project will coincide with the concrete project in order to have the least amount of disruption to residential neighborhoods.



PROPOSED PROJECT HIGHLIGHTS

Concrete Repairs / Tree Planting

The program includes installation of curb ramps per current Americans with Disabilities Act (ADA) design standards, and removal and replacement of any cross gutters that do not adequately drain due to wear and tear. The Tree Replanting Project will also replant approximately 175 trees at various locations, including vacant tree wells, replacing trees with declining health due to the drought, and trees that have caused recurring damage to the adjacent concrete sidewalk.

Water Conservation and Irrigation Upgrades



The City's existing irrigation system is nearing the end of its useful life and is need of replacement. Water conserving improvements will be identified with as part of the Irrigation System Assessment and Evaluation. This project will replace/upgrade existing irrigation systems, controllers, and components within the landscaped parkways and medians.

FUTURE PROJECTS

Each year, the City will determine the following fiscal year's program based upon remaining cash flow, utility work, and coordination with other CIP projects. Future year projects are for planning purposes only.

Public Facility Projects (Program 80600)



The City owns and maintains the Civic Center, Police Station, Council Chamber, and Maintenance Yard buildings. Annually, the City Council commits $250,000 in funds for investment in the City's facilities.

The Engineering Division, working alongside the Maintenance Division, has put in place a roadmap to ensure routine maintenance and future replacement of all heating, ventilation, and air-conditioning (HVAC) equipment to minimize any service interruption and equipment failure.

PROPOSED PROJECT HIGHLIGHTS



Electric Vehicle Charging Stations

This project would install new electric vehicle charging stations at the Civic Center, Senior Center, Community Center, including ADA-accessible charging stations. Currently, no vehicle charging stations are available at any city facility, other than Lexington Park.

Civic Center West Wing Improvements

The furnishings and workstations in the west wing are over 20 years old and lack ergonomics found with newer products. These will be replaced, along with the carpet and flooring in the west wing and main corridor.

The original City Hall public restrooms will also be rehabilitated to comply with disability access regulations. This includes new bathroom fixtures, partitions, paint, flooring, and other incidental items of work.

FUTURE PROJECTS

Each year, the City will determine the following fiscal year's program based upon remaining cash flow, utility work, and coordination with other CIP projects. Future year projects are for planning purposes only.

Park Projects (Program 80700)

Cypress has 20 parks, encompassing approximately 80 acres of land, available for recreational use to residents and visitors. The Cypress Recreation and Park District oversees all of the parks, as well as the Community Center, Senior Center, and six tennis courts. Most of these facilities were built in the 1970's and through the years, playground equipment and park amenities have been replaced on an as-needed basis.

PROPOSED PROJECT HIGHLIGHTS



Arnold Cypress Park Rehabilitation

The 14.55 acre park was originally seven acres when the Cypress Recreation and Park District was founded in 1949, before expanding to its current size in 1963. Park amenities include four softball fields, picnic shelters, BBQs, playground equipment, restrooms, outdoor basketball court, two concession stands, small community room, and six pickle ball courts. Recreation and Community Services partnered with a landscape architect last year to lead community outreach efforts and this year will follow up with a design for rehabilitation of the entire park.

Veterans Park Sports Court Replacement



The sports facilities at Veterans Park are deteriorating and in need of repairs. This project will include the replacement of the basketball court, upgraded sports lighting, accessibility improvements, and other incidental items of work.

FUTURE PROJECTS

Each year, the City will determine the following fiscal year's program based upon remaining cash flow, utility work, and coordination with other CIP projects. Future year projects are for planning purposes only.

Appendix A: Fiscal Year 2023-30 Project Detail Sheets

Project Information

Title Arterial Street Rehabilitation

Category 80100 STREET PROJECTS

Project Description Asphalt and/or concrete rehabilitation for various major streets, alleys, bridges, and trails to maintain their condition.

Project Justification This is regular maintenance scheduled as part of the Pavement Management Program, submitted to OCTA every two years for Measure M2 funding eligibility, and a key component in meeting state and local Maintenance of Effort requirements. The program ranks and prioritizes streets and projects based on existing conditions and available budget.

Priority

✔ **Preventative / Proactive** ☐ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Summer 2023 **Construction** Fall 2023

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
SB1 RMRA	**$1,200,000**	$1,200,000	$1,225,000	$1,225,000	$1,250,000	$1,250,000	$1,275,000	$8,625,000
Measure M	**$1,300,000**	$1,300,000	$1,300,000	$1,300,000	$1,300,000	$1,300,000	$1,300,000	$9,100,000
Totals (2 groups)	**$2,500,000**	$2,500,000	$2,525,000	$2,525,000	$2,550,000	$2,550,000	$2,575,000	$17,725,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(c) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Orange Ave (Denni to Moody) Resurfacing - OCTA Pavement Relief

Category 80100 STREET PROJECTS

Project Description This is a one-time funding program to help offset the loss of Measure M2 local fair share revenues and other funding programs that support local streets and roads whose revenue streams have been negatively impacted by the pandemic. Funds are allocated based on population and Cypress is eligible to receive $200,000, with no local match requirement. The proposed project will repave Orange Avenue from Denni Street to Moody Street, and replace damaged sidewalks and driveways to meet current accessibility requirements. Project was re-budgeted from FY 22-23 due to funding coordination with OCTA/Caltrans.

Project Justification This is regular maintenance scheduled as part of the Pavement Management Program, submitted to OCTA every two years for Measure M2 funding eligibility, and a key component in meeting state and local Maintenance of Effort requirements. The program ranks and prioritizes streets and projects based on existing conditions and available budget.

Priority

☑ **Preventative / Proactive** ☐ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Summer 2023 **Construction** Spring 2024

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Pavement Management Relief Funding (PMRF)	**$200,000**	$0	$0	$0	$0	$0	$0	$200,000
Measure M	**$450,000**	$0	$0	$0	$0	$0	$0	$450,000
Totals (2 groups)	**$650,000**	$0	$0	$0	$0	$0	$0	$650,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(c) **Reason for Exemption** Repair of Existing Facilities

Project Information

Title Residential Street Resurface

Category 80100 STREET PROJECTS

Project Description Pave and slurry seal various streets, alleys, and trails to maintain their condition.

Project Justification This is regular maintenance scheduled as part of the Pavement Management Program, submitted to OCTA every two years for Measure M2 funding eligibility, and a key component in meeting state and local Maintenance of Effort requirements. The program ranks and prioritizes streets and projects based on existing conditions and available budget.

Priority

☑ **Preventative / Proactive** ☐ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Fall 2023 **Construction** Spring 2024

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Gas Tax 2103	**$0**	$700,000	$750,000	$750,000	$800,000	$800,000	$850,000	$4,650,000
Infrastructure Reserve	**$700,000**	$0	$0	$0	$0	$0	$0	$700,000
General Fund	**$800,000**	$800,000	$800,000	$800,000	$800,000	$800,000	$800,000	$5,600,000
Totals (3 groups)	**$1,500,000**	$1,500,000	$1,550,000	$1,550,000	$1,600,000	$1,600,000	$1,650,000	$10,950,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(c) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title City Street Lights - LED Conversion

Category 80200 TRAFFIC SIGNAL/LIGHTING PROJECTS

Project Description Replace City-owned street lights at various locations.

Project Justification A majority of street lights (approximately 3,175) within the City are owned and maintained by Southern California Edison (SCE). SCE has plans to convert its street lights to LEDs that are brighter, more energy-efficient, and require less maintenance. To keep all street lights consistent, the City will convert its City-owned street lights to LEDs as well. There are just over 300 street lights that are owned and maintained by the City.

Priority

✔ **Preventative / Proactive** ✔ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

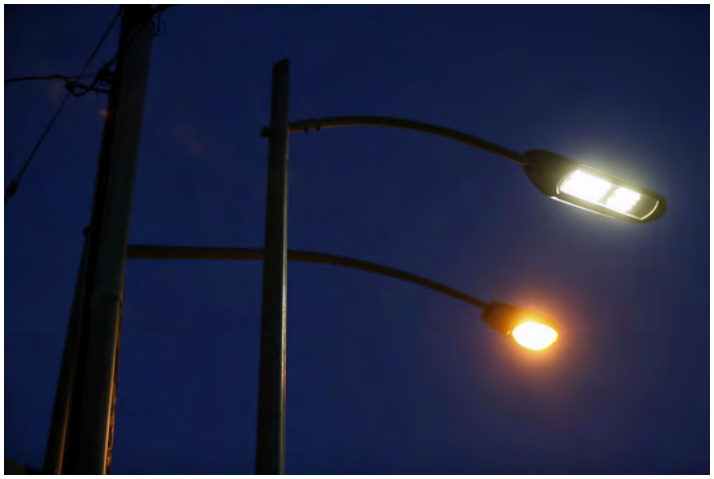
Design Fall 2023 **Construction** Spring 2024

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Street Lighting	**$0**	$300,000	$0	$0	$0	$0	$0	$300,000
Totals (1 groups)	**$0**	$300,000	$0	$0	$0	$0	$0	$300,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(d) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Traffic Signal Timing

Category 80200 TRAFFIC SIGNAL/LIGHTING PROJECTS

Project Description Update and/or adjust traffic signal timing based on actual volumes.

Project Justification Project identified in the Evaluation of Traffic Signal Systems and Traffic Flow Best Practices report.

Priority

✔ **Preventative / Proactive** ☐ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

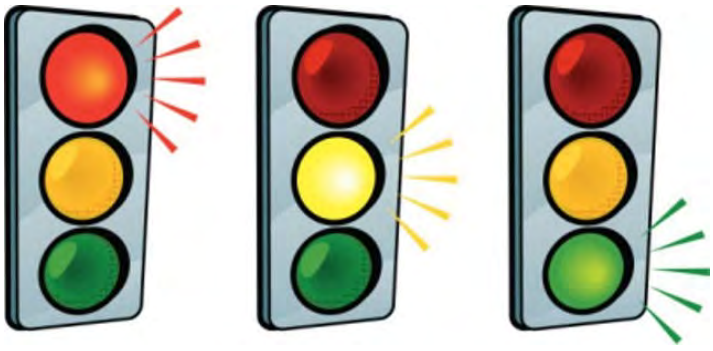
Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Street Lighting	**$0**	$0	$0	$250,000	$250,000	$0	$0	$500,000
Totals (1 groups)	**$0**	$0	$0	$250,000	$250,000	$0	$0	$500,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(c) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Traffic Signal/Striping Improvements at Various Locations

Category 80200 TRAFFIC SIGNAL/LIGHTING PROJECTS

Project Description

This project will address various minor traffic enhancements at various locations, including but not limited to: signage and/or striping modifications, traffic signal equipment modifications, pedestrian crosswalk modifications, and other general traffic improvements.

Projects in Year 1 include signal improvements at Orange Avenue and Holder Street, traffic studies at various locations, installation of speed radar feedback signs, and the installation of a rectangular rapid flashing beacon (RRFB) to enhance the pedestrian crosswalk at Moody Street/Newman Avenue, which continues the pilot program that saw the installation of RRFBs at Orange/Peach, Walker/Aspen, and Denni/Surrey.

Project Justification

Projects will be identified by the Traffic Engineer and brought forward to the Traffic Commission for approval.

Priority

✔ **Preventative / Proactive** ✔ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Summer 2023 **Construction** Spring 2024

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Measure M	**$250,000**	$125,000	$125,000	$125,000	$125,000	$125,000	$125,000	$1,000,000
Totals (1 groups)	**$250,000**	$125,000	$125,000	$125,000	$125,000	$125,000	$125,000	$1,000,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(c) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Upgrade Traffic Monitoring Camera Infrastructure

Category 80200 TRAFFIC SIGNAL/LIGHTING PROJECTS

Project Description Replace and/or upgrade existing traffic monitoring camera equipment and infrastructure.

Project Justification The existing equipment is at the end of its useful life and requires constant maintenance. Newer technology allows for better video quality and less maintenance. Project identified in the Evaluation of Traffic Signal Systems and Traffic Flow Best Practices report. Cost to replace a monitoring camera is approximately $5,000. Cost to design, construct, and integrate a new monitoring camera system is approximately $25,000 per location.

Priority

✔ **Preventative / Proactive** ☐ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Fall 2023 **Construction** Spring 2024

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Measure M	**$110,000**	$0	$0	$110,000	$110,000	$110,000	$0	$440,000
Totals (1 groups)	**$110,000**	$0	$0	$110,000	$110,000	$110,000	$0	$440,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(c) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Upgrade Traffic System Software and Components

Category 80200 TRAFFIC SIGNAL/LIGHTING PROJECTS

Project Description This project will replace various components over a multi-year period to allow for testing of new components and features and to minimize any potential disruptions to traffic flow. Project was re-budgeted from FY 22-23 due to staffing vacancies.

Project Justification Current control systems are legacy systems and are no longer supported by the manufacturer. Project identified in the Evaluation of Traffic Signal Systems and Traffic Flow Best Practices report.

Priority

☐ **Preventative / Proactive** ☑ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Summer 2023 **Construction** Spring 2024

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Street Lighting	**$700,000**	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$1,600,000
Totals (1 groups)	**$700,000**	$150,000	$150,000	$150,000	$150,000	$150,000	$150,000	$1,600,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(c) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Upgrade/Provide Smart Adaptive Timing Controls

Category 80200 TRAFFIC SIGNAL/LIGHTING PROJECTS

Project Description Installation/integration of smart adaptive controls such as pedestrian and bicycle tracking, more responsive timing plans based on complex algorithms, and other advanced features such as flashing yellow arrows, dynamic phasing, and short-range communications.

Project Justification The project was identified in the Evaluation of Traffic Signal Systems and Traffic Flow Best Practices report.

Priority

✔ **Preventative / Proactive** ☐ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Summer 2023 **Construction** Winter 23/24

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Street Lighting	**$75,000**	$100,000	$250,000	$300,000	$300,000	$350,000	$350,000	$1,725,000
Totals (1 groups)	**$75,000**	$100,000	$250,000	$300,000	$300,000	$350,000	$350,000	$1,725,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(c) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Vehicle Pre-Emption Device (Pandemic Recovery)

Category 80200 TRAFFIC SIGNAL/LIGHTING PROJECTS

Project Description This project will install vehicle pre-emption devices at various intersections, allowing Orange County Fire Authority to have priority on-demand green lights as they approach an intersection.

Project Justification The proposed system will be compatible with existing hardware equipment currently in use by OCFA. Public Works will work with the Police Department (PD) and the Traffic Engineer to determine the feasibility of deployment in PD vehicles without impacting traffic signal timing. The City currently has pre-emption devices installed at the intersection of Lincoln/Walker and Walker/Orchid due to recent development projects within the vicinity.

Priority

✔ **Preventative / Proactive** ☐ **Replacement / Refurbishment** ✔ **New Facility**

Project Timeline

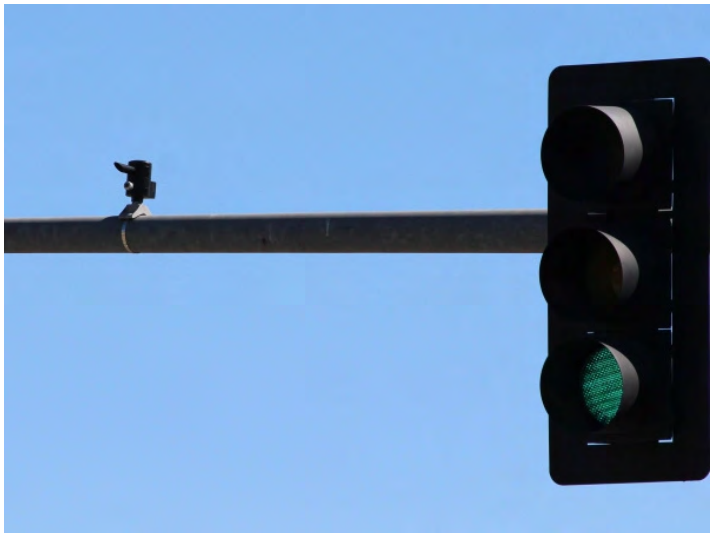
Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
General Fund	**$0**	$100,000	$400,000	$0	$0	$0	$0	$500,000
Totals (1 groups)	**$0**	$100,000	$400,000	$0	$0	$0	$0	$500,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Traffic Signal at Enterprise Drive and Katella Avenue

Category 80200 TRAFFIC SIGNAL/LIGHTING PROJECTS

Project Description Evaluation/feasibility and potential construction of a signalized intersection at Enterprise Drive and Katella Avenue. Work shall include street improvements, installation of traffic signals, and other related incidental items of work. Project requires City of Los Alamitos approval and coordination due to location of traffic signal poles and median modifications.

Project Justification

Priority

☐ **Preventative / Proactive** ☐ **Replacement / Refurbishment** ✔ **New Facility**

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Unfunded	**$0**	$700,000	$0	$0	$0	$0	$0	$700,000
Totals (1 groups)	**$0**	$700,000	$0	$0	$0	$0	$0	$700,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Various Traffic Improvements at Plaza Drive

Category 80200 TRAFFIC SIGNAL/LIGHTING PROJECTS

Project Description Project will include various improvements at Valley View Street and Plaza Drive, including traffic signal phasing improvements, median modifications, traffic monitoring cameras, emergency vehicle pre-emption devices, and lane reconfigurations.

Project Justification Improvements are related to the upcoming development located at 5757 Plaza Drive and will be identified by the Traffic Engineer and brought forward to the Traffic Commission for approval, as necessary.

Priority

✔ **Preventative / Proactive** ✔ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Winter 23/24 **Construction** Spring 2024

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Developer Funds	**$150,000**	$0	$0	$0	$0	$0	$0	$150,000
Totals (1 groups)	**$150,000**	$0	$0	$0	$0	$0	$0	$150,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(c) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Myra Pump Station No. 1 - Design

Category 80300 STORM DRAIN PROJECTS

Project Description Design of Myra Avenue Pump Station No. 1. Construction will likely take place in FY 25/26 due to timing and coordination of work during the non-rainy season (April through October).

Project Justification Existing pump station is over 60 years old and does not meet current design standards.

Priority

☑ **Preventative / Proactive** ☐ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Infrastructure Reserve	**$1,500,000**	$0	$25,000,000	$0	$0	$0	$0	$26,500,000
Totals (1 groups)	**$1,500,000**	$0	$25,000,000	$0	$0	$0	$0	$26,500,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15306 **Reason for Exemption** Information Collection - Feasibility and Planning Study



Project Information

Title Storm Drain Improvements

Category 80300 STORM DRAIN PROJECTS

Project Description Potential future storm drain improvements. Project in FY 25/26 will install a tributary storm drain along Janice Lynn Street, Julie Beth Street, and Gregory Street, which will ultimately connect to the existing Myra Avenue detention box.

Project Justification A majority of projects currently identified in the Master Plan of Drainage are on-hold until the Orange County Flood Control District makes improvements to the storm drain facilities.

Priority

☐ **Preventative / Proactive** ☑ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
CIP Fund Balance	**$0**	$0	$1,475,000	$0	$0	$0	$0	$1,475,000
Infrastructure Reserve	**$0**	$0	$175,000	$0	$0	$0	$0	$175,000
General Fund	**$0**	$0	$250,000	$250,000	$250,000	$250,000	$250,000	$1,250,000
Totals (3 groups)	**$0**	$0	$1,900,000	$250,000	$250,000	$250,000	$250,000	$2,900,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Sewer System Evaluations

Category 80400 SEWER PROJECTS

Project Description Video inspections of City's sewer network for compliance with State Water Board every five years.

Project Justification The State Water Board requires local agencies maintain a Sewer System Management Plan (SSMP), part of which includes a comprehensive video inventory of the City's existing sewer network.

Priority

☑ **Preventative / Proactive** ☐ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

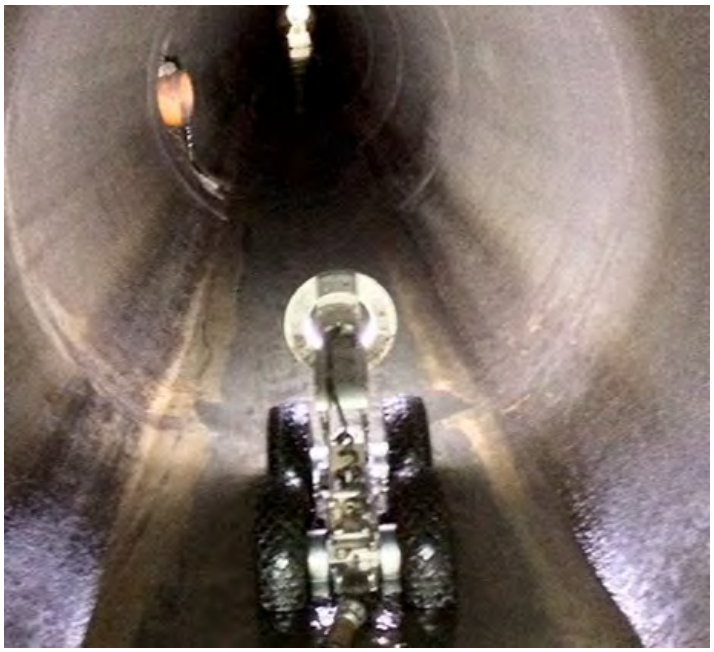
Design Summer 2023 **Construction** Winter 23/24

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Sewer Fund	**$185,000**	$195,000	$195,000	$210,000	$210,000	$220,000	$220,000	$1,435,000
Totals (1 groups)	**$185,000**	$195,000	$195,000	$210,000	$210,000	$220,000	$220,000	$1,435,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15306 **Reason for Exemption** Information Collection



Project Information

Title Sewer System Improvements

Category 80400 SEWER PROJECTS

Project Description Replace/reline various sewer lines and manholes.

Project Justification The Sewer Master Plan is a long range-planning tool for sewer infrastructure improvements to minimize the possibility of overflows. As identified in the Sewer Master Plan, these sewer lines contain condition and/or capacity deficiencies, including sags, root intrusion, infiltration, calcium deposits, cracks, and offset joints. Forecasted projects include a sewer capacity improvement project along Orangewood Avenue, from Valley View Street to Holder Street.

Priority

☐ **Preventative / Proactive** ☑ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Summer 2023 **Construction** Spring 2023

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Sewer Fund	**$100,000**	$2,250,000	$100,000	$2,250,000	$2,800,000	$450,000	$500,000	$8,450,000
Totals (1 groups)	**$100,000**	$2,250,000	$100,000	$2,250,000	$2,800,000	$450,000	$500,000	$8,450,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(c) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Civic Center Sewer Lateral Repairs

Category 80400 SEWER PROJECTS

Project Description This project will replace the existing sewer lateral, up to the mainline connection on Grindlay Street, with a 6" sewer lateral.

Project Justification The existing 4" sewer lateral serving the Police Department, City Hall, and Council Chambers, is undersized and has caused a number of plumbing related issues over the years. A recent sewer evaluation revealed the pipe contians deficiencies such as cracks, offset joints, and sags. A portion immediatley outside the Police Department was repaired in 2022 due to a collapsed pipe.

Priority

☐ Preventative / Proactive ☑ Replacement / Refurbishment ☐ New Facility

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Sewer Fund	**$0**	$0	$700,000	$0	$0	$0	$0	$700,000
Totals (1 groups)	**$0**	$0	$700,000	$0	$0	$0	$0	$700,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A

Project Information

Title Concrete Rehabilitation (Citywide)

Category 80500 PARKWAY PROJECTS

Project Description Replace sidewalk, curb and gutter, access ramps, bridges, driveways, and other concrete improvements within the street right-of-way.

Project Justification This program replaces sidewalk and concrete improvements to maintain regulatory compliance with the Americans with Disabilities Act (ADA) and avoid potential liability and harm to residents.

Priority

☐ **Preventative / Proactive** ☑ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Fall 2023 **Construction** Spring 2024

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Gas Tax 2106	**$0**	$225,000	$225,000	$250,000	$250,000	$275,000	$275,000	$1,500,000
Infrastructure Reserve	**$450,000**	$0	$0	$0	$0	$0	$0	$450,000
General Fund	**$250,000**	$250,000	$250,000	$250,000	$250,000	$250,000	$250,000	$1,750,000
Totals (3 groups)	**$700,000**	$475,000	$475,000	$500,000	$500,000	$525,000	$525,000	$3,700,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(c) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Street Tree Planting

Category 80500 PARKWAY PROJECTS

Project Description This project will plant trees in vacant tree wells, replace trees/shrubs/landscaping that have declined due to previous drought conditions, replace trees that have caused recurring damage to the City's sidewalks and curb and gutter, and replace and/or upgrade aging irrigation equipment.

Project Justification This project is an effort to maintain the City's urban forest.

Priority

☐ **Preventative / Proactive** ☑ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Summer 2023 **Construction** Spring 2024

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Infrastructure Reserve	**$100,000**	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$700,000
Totals (1 groups)	**$100,000**	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$700,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15304 **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Landscape Improvements Along Frontage Roads

Category 80500 PARKWAY PROJECTS

Project Description This project will remove the existing landscaping, install water-efficient irrigation, and drought tolerant landscaping that has been used along Moody Street, Lincoln Avenue, Katella Avenue, and Valley View Street.

Project Justification The frontage roads along Cerritos Avenue and Knott Street contain landscaping that is deteriorating. The existing plant palette is not suitable for placement next to a major roadway due to heat from the asphalt and other contributing factors.

Priority

☐ Preventative / Proactive ☑ Replacement / Refurbishment ☐ New Facility

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Gas Tax 2106	**$0**	$0	$270,000	$0	$0	$270,000	$0	$540,000
Totals (1 groups)	**$0**	$0	$270,000	$0	$0	$270,000	$0	$540,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Irrigation Upgrades / Water Conservation

Category 80500 PARKWAY PROJECTS

Project Description This project will replace/upgrade existing irrigation systems, controllers, and components within the landscaped parkways and medians.

Project Justification The existing irrigation system is nearing the end of its useful life and in need of replacement. Projects will be identified as part of the Irrigation System Assessment and Evaluation.

Priority

☐ **Preventative / Proactive** ☑ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Summer 2023 **Construction** Spring 2024

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Measure M	**$100,000**	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$700,000
Totals (1 groups)	**$100,000**	$100,000	$100,000	$100,000	$100,000	$100,000	$100,000	$700,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(c) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Electric Vehicle Charging Stations (Pandemic Recovery)

Category 80600 PUBLIC FACILITY PROJECTS

Project Description This project would install new electric vehicle charging stations at the Civic Center, Senior Center, Community Center, and Maintenance Yard, including ADA-accessible charging stations. The project will include all necessary electrical work, charging station equipment and hardware, parking lot signage and striping, and stub-outs for potential expansion of the electric vehicle charging stations. Installation and construction of the EV Chargers was re-budgeted from FY 22-23 due to staffing vacancies.

Project Justification There are no electric vehicle charging stations available at any city facility.

Priority

☐ **Preventative / Proactive** ☐ **Replacement / Refurbishment** ✔ **New Facility**

Project Timeline

Design Summer 2023 **Construction** Spring 2023

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Infrastructure Reserve	**$0**	$500,000	$0	$0	$0	$0	$0	$500,000
General Fund	**$500,000**	$0	$0	$0	$0	$0	$0	$500,000
Totals (2 groups)	**$500,000**	$500,000	$0	$0	$0	$0	$0	$1,000,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15303 **Reason for Exemption** New Construction or Conversion of Small Structures



Project Information

Title HVAC Rehabilitation Program

Category 80600 PUBLIC FACILITY PROJECTS

Project Description

Various heating and cooling system components are nearing the end of their useful life. A HVAC consultant will conduct a comprehensive HVAC assessment and evaluation and provide recommendations (with phasing and costs) for future projects.

Upcoming repair/replacement of various heating and cooling system components at various City facilities:

- FY 24/25 City Hall (East Wing)
- FY 25/26 Maintenance Yard
- FY 26/27 City Hall (East Wing Conference Room)
- FY 27/28 City Hall (Human Resources and Telephone Room)
- FY 29/30 City Hall (West Wing)

Project Justification

General maintenance to replace/repair heating and cooling system components as they reach the end of their useful life

Priority

☐ Preventative / Proactive ☑ Replacement / Refurbishment ☐ New Facility

Project Timeline

Design Summer 2023 **Construction** Spring 2023

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Infrastructure Reserve	**$0**	$450,000	$50,000	$50,000	$50,000	$0	$200,000	$800,000
General Fund	**$75,000**	$0	$250,000	$0	$0	$0	$250,000	$575,000
Totals (2 groups)	**$75,000**	$450,000	$300,000	$50,000	$50,000	$0	$450,000	$1,375,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15306 **Reason for Exemption** Information Collection - Feasibility and Planning Study

Project Information

Title Interior/Exterior LED Lighting

Category 80600 PUBLIC FACILITY PROJECTS

Project Description This project will replace the existing interior and exterior light fixtures at City facilities with energy-efficient light-emitting diodes (LEDs) fixtures. The potential for installing skylights at strategic locations will also be evaluated.

Project Justification LED light fixtures are more energy efficent and require less costly maintenance.

Priority

☐ **Preventative / Proactive** ☑ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Infrastructure Reserve	**$0**	$150,000	$0	$0	$0	$0	$0	$150,000
General Fund	**$0**	$150,000	$0	$0	$0	$0	$0	$150,000
Totals (2 groups)	**$0**	$300,000	$0	$0	$0	$0	$0	$300,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Maintenance Yard Perimeter Improvements (Pandemic Recovery)

Category 80600 PUBLIC FACILITY PROJECTS

Project Description This project would install large hedges/trees along the eastern perimeter of the Yard to enhance the visual appearance and reduce noise.

Project Justification The Maintenance Yard is adjacent to residences.

Priority

☐ **Preventative / Proactive** ☐ **Replacement / Refurbishment** ✔ **New Facility**

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
General Fund	**$0**	$0	$0	$0	$0	$0	$350,000	$350,000
Totals (1 groups)	**$0**	$0	$0	$0	$0	$0	$350,000	$350,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title City Hall Public Bathrooms - Disability Access

Category 80600 PUBLIC FACILITY PROJECTS

Project Description This project would rehabilitate the existing original bathrooms with ones that comply with disability access regulations. The original project ($190k) was re-budgeted from FY 22-23 due to staffing vacancies and the project cost is anticipated to increase due to inflation and rising construction costs.

Project Justification The existing bathrooms do not meet current accessibility standards and is required by the Building Code as part of the seismic work.

Priority

☐ Preventative / Proactive ☑ Replacement / Refurbishment ☐ New Facility

Project Timeline

Design Winter 22/23 **Construction** Summer 2023

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Infrastructure Reserve	**$275,000**	$0	$0	$0	$0	$0	$0	$275,000
Totals (1 groups)	**$275,000**	$0	$0	$0	$0	$0	$0	$275,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(d) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title City Hall East Wing Seismic Improvements (Design)

Category 80600 PUBLIC FACILITY PROJECTS

Project Description

The project will include new sheer walls, isolation of the East Wing from the West Wing, new structural supports and beams, replacement of lighting, rerouting of sprinklers, network wiring and ventilation ductwork. There is a potential for unforeseen conditions as was encountered in the Police Department project once the ductwork is removed in areas.

The project also will require that the east wing remain vacant during construction and personnel be relocated. The design would also evaluate whether combining subsequent projects for bidding such as HVAC, carpeting, and roofing would be cost-effective.

Project was re-budgeted from FY 22-23 due to staffing vacancies.

Project Justification

The East Wing of City Hall requires seismic upgrades similar to those completed at the Police Department in 2021 since they are one structure.

Priority

☐ **Preventative / Proactive** ☑ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Fall 2023 **Construction** tbd

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Infrastructure Reserve	**$300,000**	$0	$0	$0	$0	$0	$0	$300,000
Totals (1 groups)	**$300,000**	$0	$0	$0	$0	$0	$0	$300,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15306 **Reason for Exemption** Information Collection - Feasibility and Planning Study

Project Information

Title City Hall East Wing Seismic Improvements (Construction)

Category 80600 PUBLIC FACILITY PROJECTS

Project Description

The project will include new sheer walls, isolation of the East Wing from the West Wing, new structural supports and beams, replacement of lighting, rerouting of sprinklers, network wiring and ventilation ductwork. There is a potential for unforeseen conditions as was encountered in the Police Department project.

The project also will require that the east wing remain vacant during construction and personnel be relocated. The design would also evaluate whether combining subsequent projects for bidding such as HVAC, carpeting, and roofing would be cost-effective.

Project Justification

The East Wing of City Hall requires seismic upgrades similar to those completed at the Police Department in 2021 since they are one structure.

Priority

☐ **Preventative / Proactive** ☑ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Infrastructure Reserve	**$0**	$2,000,000	$0	$0	$0	$0	$0	$2,000,000
Totals (1 groups)	**$0**	$2,000,000	$0	$0	$0	$0	$0	$2,000,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title City Hall and Police Department Roof Recoating

Category 80600 PUBLIC FACILITY PROJECTS

Project Description This project would recoat the roof extending its life another five to seven years. The project will recoat the PD and City Hall roof in FY 24/25 (will need to occur after the seismic work is completed).

Project Justification The City Hall and Police Department roof (40,000 square feet) was last replaced over 15 years ago.

Priority

☐ Preventative / Proactive ☑ Replacement / Refurbishment ☐ New Facility

Project Timeline

Design Fall 2023 **Construction** Spring 2024

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Infrastructure Reserve	**$0**	$700,000	$0	$0	$0	$0	$0	$700,000
Totals (1 groups)	**$0**	$700,000	$0	$0	$0	$0	$0	$700,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(d) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title City Hall East Wing Carpet

Category 80600 PUBLIC FACILITY PROJECTS

Project Description This project would replace the carpet/flooring in the East Wing after the seismic work is completed.

Project Justification The existing carpet/flooring is over 15 years old and is past its useful design life.

Priority

☐ Preventative / Proactive ☑ Replacement / Refurbishment ☐ New Facility

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Infrastructure Reserve	**$0**	$0	$165,000	$0	$0	$0	$0	$165,000
Totals (1 groups)	**$0**	$0	$165,000	$0	$0	$0	$0	$165,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title City Hall East Wing Furnishings and Workstations

Category 80600 PUBLIC FACILITY PROJECTS

Project Description This project would replace the furnishings and workstations in the east wing following the seismic work.

Project Justification Most of the furniture and workstations are over 20 years old and lack ergonomics found with the new furnishings recently installed at the Police Department.

Priority

☐ Preventative / Proactive ☑ Replacement / Refurbishment ☐ New Facility

Project Timeline

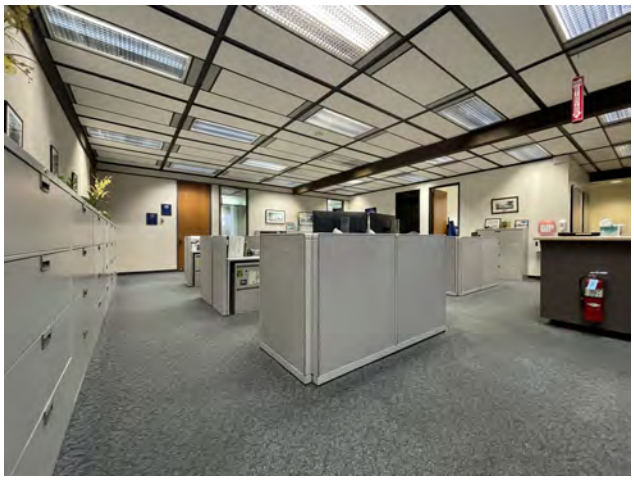
Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Infrastructure Reserve	**$0**	$0	$175,000	$0	$0	$0	$0	$175,000
Totals (1 groups)	**$0**	$0	$175,000	$0	$0	$0	$0	$175,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title City Hall West Wing Workstations/Carpet/Wall Coverings

Category 80600 PUBLIC FACILITY PROJECTS

Project Description This project would replace the workstations, flooring, wall coverings, and other interior furnishings in the West Wing and main corridor. Project was re-budgeted from FY 22-23 due to staffing vacancies.

Project Justification The existing workstations and carpet are over 20 years old and in need of replacement.

Priority

☐ Preventative / Proactive ☑ Replacement / Refurbishment ☐ New Facility

Project Timeline

Design Fall 2023 **Construction** Spring 2024

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Infrastructure Reserve	**$375,000**	$0	$0	$0	$0	$0	$0	$375,000
General Fund	**$25,000**	$0	$0	$0	$0	$0	$0	$25,000
Totals (2 groups)	**$400,000**	$0	$0	$0	$0	$0	$0	$400,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(d) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title City Council Chambers Security Improvements

Category 80600 PUBLIC FACILITY PROJECTS

Project Description An architect will prepare a preliminary design report on potential improvements for City Council's direction. Project was re-budgeted from FY 22-23 due to staffing vacancies.

Project Justification This project will evaluate the current seating layout of council chambers, as well as other security options, and construct the improvements.

Priority

☐ **Preventative / Proactive** ☑ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Fall 2023 **Construction** Spring 2024

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Infrastructure Reserve	**$0**	$200,000	$0	$0	$0	$0	$0	$200,000
Totals (1 groups)	**$0**	$200,000	$0	$0	$0	$0	$0	$200,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(d) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Civic Center Security Improvements (CCTV, Access Control, Doors, etc.)

Category 80600 PUBLIC FACILITY PROJECTS

Project Description This project will provide necessary security system upgrades This includes installation and upgrades of necessary security components, surveillance cameras, motion detectors, key card readers, and other improvements throughout the Civic Center and City facilities. This also includes the installation of sliding doors in the Human Resources area.

Project Justification Routine security upgrades at various City facilities as identified in the City Facilities Security System Assessment and Evaluation.

Priority

☐ **Preventative / Proactive** ✔ **Replacement / Refurbishment** ✔ **New Facility**

Project Timeline

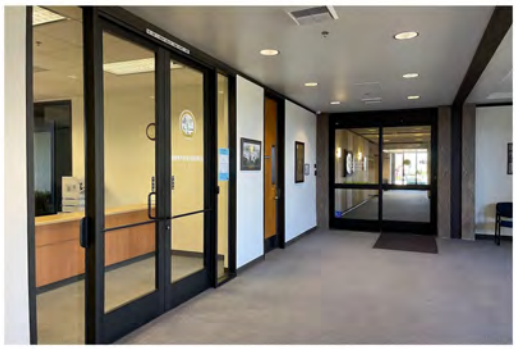
Design Fall 2023 **Construction** Spring 2024

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
General Fund	**$150,000**	$100,000	$0	$0	$0	$0	$0	$250,000
Totals (1 groups)	**$150,000**	$100,000	$0	$0	$0	$0	$0	$250,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(d) **Reason for Exemption** Repair of Existing Facilities





Project Information

Title Building Improvements

Category 80600 PUBLIC FACILITY PROJECTS

Project Description Various unassigned potential building maintenance and improvements at City Hall, Police Department and City Yard including floors, walls, disability access, etc., prior to the end of their useful life.

Project Justification Various unassigned potential building maintenance and improvements at City Hall, Police Department and City Yard including floors, walls, disability access, etc., prior to the end of their useful life.

Priority

☐ **Preventative / Proactive** ✔ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
General Fund	**$0**	$0	$0	$250,000	$250,000	$250,000	$0	$750,000
Totals (1 groups)	**$0**	$0	$0	$250,000	$250,000	$250,000	$0	$750,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Bicycle Master Plan (Pandemic Recovery)

Category 80900 OTHER PROJECTS

Project Description This plan would identify potential improvements to the existing bicycle route system.

Project Justification The plan would be incorporated into upcoming development projects with the goal of increasing bicycle ridership and safety and potential capital projects.

Priority

☐ **Preventative / Proactive** ☐ **Replacement / Refurbishment** ✔ **New Facility**

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
General Fund	**$0**	$100,000	$0	$0	$0	$0	$0	$100,000
Totals (1 groups)	**$0**	$100,000	$0	$0	$0	$0	$0	$100,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Private Arterial Wall Rehabilitation (Pandemic Recovery)

Category 80900 OTHER PROJECTS

Project Description The project would assist with rehabilitating some segments of existing, privately-owned block walls along arterial streets that are 50+ years old and have fallen into disrepair. Items for improvement include addressing the peeling paint and any structural instability.

Project Justification Some segments of existing, privately-owned block walls along arterial streets are 50+ years old and have fallen into disrepair.

Priority

✔ **Preventative / Proactive** ✔ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
General Fund	**$0**	$100,000	$575,000	$575,000	$550,000	$0	$0	$1,800,000
Totals (1 groups)	**$0**	$100,000	$575,000	$575,000	$550,000	$0	$0	$1,800,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Recycled Water Line Project (Pandemic Recovery)

Category 80900 OTHER PROJECTS

Project Description Design and construction to provide recycled water to Arnold Cypress Park and other potential City parks and facilities.

Project Justification Recycled water service would provide an alternative to potable water for park irrigation and is not subject to restrictions during a state declared drought emergency.

Priority

☐ **Preventative / Proactive** ☐ **Replacement / Refurbishment** ✔ **New Facility**

Project Timeline

Design Spring 2024 **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
General Fund	**$0**	$50,000	$400,000	$4,050,000	$0	$0	$0	$4,500,000
Totals (1 groups)	**$0**	$50,000	$400,000	$4,050,000	$0	$0	$0	$4,500,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A

Project Information

Title Arnold Cypress Park Rehabilitation

Category 90000 PARK PROJECTS

Project Description Construction of the Arnold Cypress Park Rehabilitation Project.

Project Justification The existing park is over 70 years old and its layout is inefficient, creates public safety challenges, and overdue for major rehabilitation.

Priority

☐ Preventative / Proactive ☑ Replacement / Refurbishment ☐ New Facility

Project Timeline

Design Spring 2023 **Construction** Fall 2023

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Infrastructure Reserve Loan	**$27,500,000**	$0	$0	$0	$0	$0	$0	$27,500,000
Totals (1 groups)	**$27,500,000**	$0	$0	$0	$0	$0	$0	$27,500,000

CEQA Exemptions

Status Other **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Civic Center Green Tree Replacement

Category 90000 PARK PROJECTS

Project Description Staff will continue to monitor and will budget funds to replace up to two trees each year.

Project Justification There are a number of trees on the Civic Center Green that are diseased and/or in various stages of decline.

Priority

☐ **Preventative / Proactive** ☑ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Summer 2023 **Construction** Spring 2024

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$20,000**	$22,500	$22,500	$25,000	$25,000	$27,500	$27,500	$170,000
Totals (1 groups)	**$20,000**	$22,500	$22,500	$25,000	$25,000	$27,500	$27,500	$170,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15304 **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Community Center Floor Replacement

Category 90000 PARK PROJECTS

Project Description This project will replace flooring throughout the entire facility with a resilient flooring system suited for the specific needs of each area (carpet tiles, vinyl flooring, tile, wood, dance room flooring, etc.).

Project Justification The Community Center was last renovated in 2007 and the flooring has reached the end of its useful life.

Priority

☐ Preventative / Proactive ☑ Replacement / Refurbishment ☐ New Facility

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$0**	$0	$0	$0	$450,000	$0	$0	$450,000
Totals (1 groups)	**$0**	$0	$0	$0	$450,000	$0	$0	$450,000

CEQA Exemptions

Status Exempt **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Community Center Roof Replacement

Category 90000 PARK PROJECTS

Project Description This project will replace the existing Community Center roof following the HVAC replacement scheduled in FY 23/24. Portions of the facility will need to close during the re-roof project and will be coordinated with Recreation and Community Services.

Project Justification The existing roof is over 15 years old and in need of replacement.

Priority

☐ Preventative / Proactive ☑ Replacement / Refurbishment ☐ New Facility

Project Timeline

Design Winter 23/24 **Construction** Spring 2024

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$650,000**	$0	$0	$0	$0	$0	$0	$650,000
Totals (1 groups)	**$650,000**	$0	$0	$0	$0	$0	$0	$650,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(d) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Oak Knoll Park Sports Field Lighting Replacement

Category 90000 PARK PROJECTS

Project Description Replace field lighting at Oak Knoll Park with new modern energy-efficient LED lighting.

Project Justification The existing sports lighting is over 20 years old, is costly to maintain, and in need of replacement.

Priority

☐ **Preventative / Proactive** ☑ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Summer 2023 **Construction** Winter 23/24

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$700,000**	$0	$0	$0	$0	$0	$0	$700,000
Totals (1 groups)	**$700,000**	$0	$0	$0	$0	$0	$0	$700,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(d) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Park and Facility Security Improvements

Category 90000 PARK PROJECTS

Project Description This project will include the installation and replacement of security cameras, access card readers, and other physical security enhancements at various City parks and facilities.

Project Justification These improvements are based upon the recommendations of the Security System Master Plan that was developed as part of the City Security System Assessment.

Priority

☐ **Preventative / Proactive** ☐ **Replacement / Refurbishment** ✔ **New Facility**

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$0**	$150,000	$150,000	$0	$0	$0	$0	$300,000
Totals (1 groups)	**$0**	$150,000	$150,000	$0	$0	$0	$0	$300,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Park Enhancements (City-wide)

Category 90000 PARK PROJECTS

Project Description This project allocates monies in future years to fund various replacements/improvements as needed.

Project Justification In 2020, the City completed a three-year project to replace various park amenities, such as trash containers, water fountains, BBQ, benches, tables, signage, underground utilities, etc.

Priority

☐ **Preventative / Proactive** ☑ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$0**	$0	$0	$0	$0	$0	$300,000	$300,000
Totals (1 groups)	**$0**	$0	$0	$0	$0	$0	$300,000	$300,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Park Irrigation Master Plan and Improvements

Category 90000 PARK PROJECTS

Project Description This project will evaluate all irrigation systems at parks throughout the city and recommend future improvements.

Project Justification A majority of the City's irrigation systems use aging controllers and technology that will no longer be supported and eventually obsolete. Upgrading and replacing the existing system will ensure ongoing support in the future and improved control/flexibility in creating more water-efficient irrigation schedules, resulting in up to 25% reduction in water use.

Priority

☐ **Preventative / Proactive** ☐ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$0**	$75,000	$500,000	$500,000	$0	$0	$0	$1,075,000
Totals (1 groups)	**$0**	$75,000	$500,000	$500,000	$0	$0	$0	$1,075,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Park Playground Equipment Replacement

Category 90000 PARK PROJECTS

Project Description This project will replace the play equipment with new modern accessible structures and may incorporate integrated shade- sails or standalone shade structures to provide shade. The rubberized play surfacing will also be replaced with the new play equipment to meet fall-zone requirements.

Project Justification The existing play equipment at various parks is over 15 years old and in need of replacement.

Priority

☐ **Preventative / Proactive** ✔ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$0**	$0	$450,000	$450,000	$450,000	$450,000	$450,000	$2,250,000
Totals (1 groups)	**$0**	$0	$450,000	$450,000	$450,000	$450,000	$450,000	$2,250,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Park Playground Surfacing Sealing & Repairs

Category 90000 PARK PROJECTS

Project Description Public Works installed rubberized play surfacing at all parks between 2018-2020 to maintain compliance with the Americans with Disabilities Act (ADA). In order to preserve the surfacing, the areas must be resealed and/or patched every five to seven years due to wear/tear and high-impact areas (slide exits, swings, etc.).

Project Justification The playground surfacing manufacturer recommends replacing and/or resealing the surfaces every five to seven years due to wear/tear and high-impact areas (slide exits, swings, etc.).

Priority

✔ **Preventative / Proactive** ✔ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Fall 2023 **Construction** Spring 2024

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$50,000**	$0	$25,000	$25,000	$25,000	$25,000	$0	$150,000
Totals (1 groups)	**$50,000**	$0	$25,000	$25,000	$25,000	$25,000	$0	$150,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(d) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Park Restroom - Sewer Repairs

Category 90000 PARK PROJECTS

Project Description This project will either reline, upsize, or remove and replace the existing sewer pipe via trenchless or open trench methods.

Project Justification The sewer infrastructure for some City parks is decades old and in need of replacement. The sewer laterals contain deficiencies such as offset joints, cracks, and sags that cause recurring plumbing issues.

Priority

☐ Preventative / Proactive ☑ Replacement / Refurbishment ☐ New Facility

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$0**	$0	$0	$0	$0	$100,000	$0	$100,000
Totals (1 groups)	**$0**	$0	$0	$0	$0	$100,000	$0	$100,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Park Restrooms Rehabilitation

Category 90000 PARK PROJECTS

Project Description This project allocates future monies to refurbish existing park restrooms with new paint, recoat floors, replace bathroom fixtures and other necessary improvements at various parks.

Project Justification Project will address condition deficiencies due to excessive wear/tear and exposure to the elements.

Priority

☐ Preventative / Proactive ✔ Replacement / Refurbishment ✔ New Facility

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$0**	$0	$0	$0	$0	$250,000	$0	$250,000
Totals (1 groups)	**$0**	$0	$0	$0	$0	$250,000	$0	$250,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Park Shade Structure Repairs/Replacement

Category 90000 PARK PROJECTS

Project Description This project will replace the deteriorating wood shade structures with fabric shade sails at various parks.

- FY 23/24 Eucalyptus
- FY 24/25 Maple Grove South
- FY 25/26 Darrell Essex
- FY 26/27 Peppertree
- FY 27/28 Rosen-Acacia
- FY 29/30 Shade Sail Repairs/Replacement at various parks

Project Justification The wood structures require costly bi-annual maintenance, including wood replacement, staining, patching, hardware replacement, termite/pest control, and other condition defects due to exposure to the elements. Bi-annual maintenance of the wood structures is approximately $3,000. The fabric shade sails with steel posts are more durable and resilient to the elements, with the fabric shades requiring replacement every 10-15 years. Cost to replace the shade sails is approximately $5,000.

Priority

☐ Preventative / Proactive ☑ Replacement / Refurbishment ☐ New Facility

Project Timeline

Design Summer 2023 **Construction** Spring 2024

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$100,000**	$100,000	$100,000	$100,000	$100,000	$0	$25,000	$525,000
Totals (1 groups)	**$100,000**	$100,000	$100,000	$100,000	$100,000	$0	$25,000	$525,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(d) **Reason for Exemption** Repair of Existing Facilities

Project #52

Project Information

Title Parking Lot Seal Coat

Category 90000 PARK PROJECTS

Project Description

The resurfacing/seal-coating of various parking lots is scheduled based on the age of the parking lot, the level of deterioration, park usage, and date of last improvements (approximate seven year cycle). This seal-coat will provide a new surface to protect the existing subgrade from the elements.

- FY 23/24 Senior Center (resealed in 2015)
- FY 24/25 Veterans Park (resealed in 2018), Oak Knoll - north lot (resealed in 2018)
- FY 25/26 Cedar Glen Park (resealed in 2019)
- FY 26/27 Evergreen Park (resealed in 2020)
- FY 27/28 Mackay Park (constructed in 2019)

Project Justification

These parking lots exhibit signs of weathering, longitudinal and transverse cracks, and normal wear and tear.

Priority

✔ **Preventative / Proactive** ☐ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Summer 2023 **Construction** Spring 2024

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$115,000**	$160,000	$35,000	$35,000	$35,000	$0	$0	$380,000
Totals (1 groups)	**$115,000**	$160,000	$35,000	$35,000	$35,000	$0	$0	$380,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(d) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Parks Interior/Exterior LED Lighting

Category 90000 PARK PROJECTS

Project Description This project will replace the existing interior and exterior light fixtures at the Senior Center and Community Center with energy-efficient light-emitting diodes (LEDs) fixtures.

Project Justification The existing lights are dated and costly to maintain.

Priority

☐ Preventative / Proactive ☑ Replacement / Refurbishment ☐ New Facility

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$0**	$0	$125,000	$0	$0	$0	$0	$125,000
Totals (1 groups)	**$0**	$0	$125,000	$0	$0	$0	$0	$125,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Rosen Acacia Park Concrete and Disability Access Improvements

Category 90000 PARK PROJECTS

Project Description This project will replace all damaged concrete walking paths.

Project Justification The current concrete is damaged and many areas do not meet accessibility standards.

Priority

☐ **Preventative / Proactive** ☐ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$0**	$0	$0	$0	$0	$0	$200,000	$200,000
Totals (1 groups)	**$0**	$0	$0	$0	$0	$0	$200,000	$200,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Sports Court Resurfacing

Category 90000 PARK PROJECTS

Project Description The sports court surfacing manufacturer recommends resurfacing every seven to ten years, based on usability and existing conditions. This project will prepare the existing surface, crack seal, perform surface repairs, and apply new court surfacing and striping. The project will also evaluate and replace any equipment beyond its useful life, such as fences, windscreens, nets, posts, benches, trash cans, and other site furnishings. This project will address the sports court at Mackay Park (2017), Civic Center tennis courts (2020), and Lexington Park (2022).

Project Justification The six tennis courts were last resurfaced in 2020. The court surfacing manufacturer recommends resurfacing every seven to ten years, based on usability and existing conditions.

Priority

☑ **Preventative / Proactive** ☐ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$0**	$50,000	$0	$0	$100,000	$0	$50,000	$200,000
Totals (1 groups)	**$0**	$50,000	$0	$0	$100,000	$0	$50,000	$200,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Sports Field Improvements

Category 90000 PARK PROJECTS

Project Description Various improvements to athletic fields at City parks. Work may include irrigation repairs, turf replacement, dugout maintenance, field drainage improvements, fencing, and various items of work.

Project Justification Due to excessive wear and tear, the fields require routine maintenance and repairs.

Priority

☐ **Preventative / Proactive** ☑ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Summer 2023 **Construction** Winter 23/24

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$100,000**	$0	$50,000	$0	$50,000	$0	$50,000	$250,000
Totals (1 groups)	**$100,000**	$0	$50,000	$0	$50,000	$0	$50,000	$250,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(d) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Community Center HVAC Replacement

Category 90000 PARK PROJECTS

Project Description A carry-over project from FY 2021-22 to replace the existing HVAC equipment (originally installed in 2007) is scheduled for Fall 2023.

Project Justification The Community Center was last renovated in 2007 and the flooring has reached the end of its useful life.

Priority

☐ Preventative / Proactive ☑ Replacement / Refurbishment ☐ New Facility

Project Timeline

Design N/A **Construction** Fall 2023

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$75,000**	$0	$0	$0	$0	$0	$0	$75,000
Totals (1 groups)	**$75,000**	$0	$0	$0	$0	$0	$0	$75,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(d) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Facility Exterior Door Replacements

Category 90000 PARK PROJECTS

Project Description This project will replace exterior doors at the Community Center and Senior Center.

Project Justification The existing doors require constant maintenance and are prone to jamming, do not open/close properly, do not lock reliably, and are in need of replacement.

Priority

☐ Preventative / Proactive ☑ Replacement / Refurbishment ☐ New Facility

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$0**	$150,000	$0	$0	$0	$0	$0	$150,000
Totals (1 groups)	**$0**	$150,000	$0	$0	$0	$0	$0	$150,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Lexington Park Field Replacement and Refurbishment

Category 90000 PARK PROJECTS

Project Description This project will replace the existing natural turf field with synthetic turf and will also remove/replace the existing synthetic turf field. Work will include all necessary grading/drainage work, supplemental pad, natural cork and sand infill, field markings, and other incidental items of work.

Project Justification The natural turf field requires costly maintenance and water to keep the fields in a playable condition. The synthetic turf manufacturer recommends replacement of the synthetic turf field every seven to ten years. The existing field was installed in 2022. The synthetic turf field requires less maintenance and provides increased play time.

Priority

☐ Preventative / Proactive ☑ Replacement / Refurbishment ☐ New Facility

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$0**	$0	$0	$0	$0	$0	$3,000,000	$3,000,000
Totals (1 groups)	**$0**	$0	$0	$0	$0	$0	$3,000,000	$3,000,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Veterans Park Sports Court Replacement/Improvements

Category 90000 PARK PROJECTS

Project Description This project will include the replacement of the basketball court into a full-size multi-use sports court, upgraded sports lighting, accessibility improvements, and other incidental items of work. The project will only be funded should the Parks District receive Proposition 68 (non-competitive) grant funding.

Project Justification The sports facilities at Veterans Park are deteriorating and in need of repairs.

Priority

☐ **Preventative / Proactive** ✔ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Summer 2023 **Construction** Spring 2024

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Prop 68 Grant	**$208,000**	$0	$0	$0	$0	$0	$0	$208,000
Park District Funds	**$42,000**	$0	$0	$0	$0	$0	$0	$42,000
Totals (2 groups)	**$250,000**	$0	$0	$0	$0	$0	$0	$250,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(d) **Reason for Exemption** Repair of Existing Facilities



Project Information

Title Veterans Park Pavilion and Restroom Replacement

Category 90000 PARK PROJECTS

Project Description This project will evaluate the current needs for this location and will provide a new picnic structure (shade structure or shade sails), restroom renovations and/or new construction, new plumbing, new picnic amenities, accessible paths of travel, and other miscellaneous work.

Project Justification The picnic pavilion and restroom facilities at Veterans Park are deteriorating and in need of replacement.

Priority

☐ **Preventative / Proactive** ☑ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design N/A **Construction** N/A

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$0**	$800,000	$0	$0	$0	$0	$0	$800,000
Totals (1 groups)	**$0**	$800,000	$0	$0	$0	$0	$0	$800,000

CEQA Exemptions

Status N/A **CEQA Reference** N/A **Reason for Exemption** N/A



Project Information

Title Senior Center Interior Improvements

Category 90000 PARK PROJECTS

Project Description These capital projects will rehabilitate and/or replace certain elements at the Senior Center, such as paint, lighting, flooring, plumbing, and doors.

Project Justification As identified in the Park and Recreation Facilities Inventory and Condition Assessment Report, various components of the heavily used Senior Center are in need of repairs and/or ongoing maintenance.

Priority

☐ **Preventative / Proactive** ☑ **Replacement / Refurbishment** ☐ **New Facility**

Project Timeline

Design Summer 2022 **Construction** Summer 2023

Funding Detail

Funding Source	FY23/24 Budget - Year 1 (tot)	FY24/25 Year 2 (tot)	FY25/26 Year 3 (tot)	FY26/27 Year 4 (tot)	FY27/28 Year 5 (tot)	FY28/29 Year 6 (tot)	FY29/30 Year 7 (tot)	TOTAL 7-Year (tot)
Park District Funds	**$0**	$0	$0	$0	$0	$50,000	$0	$50,000
Totals (1 groups)	**$0**	$0	$0	$0	$0	$50,000	$0	$50,000

CEQA Exemptions

Status Exempt **CEQA Reference** 15301(d) **Reason for Exemption** Repair of Existing Facilities



Appendix B: Traffic Fee Expenditures

Traffic Fee Expenditures

For the Fiscal Year Ending June 30, 2022

Last Five Fiscal Years

The table belows details the traffic fee revenues and expenditures over the last five fiscal years.

Description	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22
REVENUES					
Traffic Migitation Fee 234-3628-99999	$ 120,520	$ 16,597	$ 128,362	$ 8,077	$ 371,805
Regional Traffic Fee 235-3629-99999	10,691	1,437	11,140	711	32,326
Investment Earnings & Other Revenues	13,406	16,338	14,182	3,691	2,714
Total Revenues	**$ 144,617**	**$ 34,372**	**$ 153,684**	**$ 12,479**	**$ 406,844**
EXPENDITURES					
Traffic Signal Left-Turn Modifications	$ -	$ 263,504	$ -	$ -	$ -
Traffic Signal Battery Backup System	220,717	-	-	-	-
Traffic Signal Improvements at Various Locations *	-	-	147,214	-	-
Intersection Widening and Traffic Signal Improvement**	-	-	-	73,323	619,831
Total Expenditures	**$ 220,717**	**$ 263,504**	**$ 147,214**	**$ 73,323**	**$ 619,831**

* Includes Cypress High School and Traffic Counts

** Includes Cerritos Avenue/Lexington Drive (partial)

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS APPROVING THE SEVEN-YEAR CAPITAL IMPROVEMENT PROGRAM FOR FISCAL YEARS 2023-24 THROUGH FISCAL YEAR 2029-2030

THE CITY COUNCIL OF THE CITY OF CYPRESS HEREBY RESOLVES, DETERMINES, AND ORDERS AS FOLLOWS THAT:

WHEREAS, the City of Cypress desires to maintain and improve the City's infrastructure; and

WHEREAS, it is important for the City to develop a long-range plan showing its capital improvement needs in priority order and setting forth a plan for financing those needs; and

WHEREAS, the City Council finds and determines that the CIP is consistent with the Cypress General Plan and is exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15061(b)(3); and

WHEREAS, in accordance with the requirements of the Charter of the City of Cypress, California, the City of Cypress is required to adopt a resolution to approve the Seven-Year Capital Improvement Program.

NOW, THEREFORE, BE IT RESOLVED THAT THE CITY COUNCIL OF THE CITY OF CYPRESS, CALIFORNIA, does hereby:

1. Approve the Seven-Year Capital Improvement Program FY 2023-24 through FY 2029-30, incorporated herein by reference.

PASSED AND ADOPTED by the City Council of the City of Cypress at a regular meeting held on the 12th day of June, 2023.

_____
MAYOR OF THE CITY OF CYPRESS

ATTEST:

_____
CITY CLERK OF THE CITY OF CYPRESS

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS

I, Alisha Farnell, City Clerk of the City of Cypress, DO HEREBY CERTIFY that the foregoing Resolution was duly adopted at a regular meeting of the said City Council held on the 12th day of June, 2023, by the following roll call vote:

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

_____
CITY CLERK OF THE CITY OF CYPRESS

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS, AND ACTING AS EX-OFFICIO GOVERNING BOARD OF DIRECTORS OF THE CYPRESS RECREATION AND PARK DISTRICT, TO UPDATE THE FORMAL BID LIMIT FOR PUBLIC WORKS PROJECTS

WHEREAS, the City updated the contract limits in October 2022 to $134,000 for the construction, improvement, repair, or maintenance of public works and $67,000 for professional services contracts related to public works projects; and

WHEREAS, these limits shall be updated annually, based on the May cost index for construction costs in Los Angeles area as published by ENGINEERING NEWS-RECORD, New York, New York, by resolution of city council; and

WHEREAS, the index increased by 13.8% from October 2022 to May 2023.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Cypress updates public works contract limits as follows:

1. Contracts for the construction, improvement, repair, or maintenance of public works is $153,000, effective July 1, 2023.

2. Professional services contracts related to public works is $76,000, effective July 1, 2023.

PASSED AND ADOPTED by the City Council of the City of Cypress, and acting as ex-officio governing Board of Directors of the Cypress Recreation and Park District, at a regular meeting held on the 12th day of June, 2023.

_____
MAYOR OF THE CITY OF CYPRESS

ATTEST:

_____
CITY CLERK OF THE CITY OF CYPRESS

STATE OF CALIFORNIA }
COUNTY OF ORANGE } SS

I, ALISHA FARNELL, City Clerk of the City of Cypress, DO HEREBY CERTIFY that the foregoing Resolution was duly adopted at a regular meeting of the said City Council held on the 12th day of June, 2023, by the following roll call vote:

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

_____

CITY CLERK OF THE CITY OF CYPRESS

Public Works Contract Award Limits

Adjustment Factor = (Current Year Index / Base Year Index) x 100

Adjustment Factor = (15110/13278) x 100 = 113.8%

Calendar Year	Index	Limits*	
		Public Works Projects	Professional Services
2022	13278	$ 134,000	$ 67,000
2023	15110	$ 153,000	$ 76,000

* Rounded to the nearest thousand

Sec. 21A-19. Contracts for public works.

Every project involving an expenditure of more than one hundred thousand dollars ($100,000.00) for the construction, improvement, repair, or maintenance of public works shall be let in accordance with the procedures set forth in the Charter of the City of Cypress. Such projects involving an expenditure of one hundred thousand dollars ($100,000.00) or less may be affected by the use of city forces or let through informal bid procedures applicable to the purchase of supplies and equipment. For professional services contracts under fifty thousand dollars ($50,000.00) related to public works projects, the city manager is authorized to enter into contract. Contracts in excess of fifty thousand dollars ($50,000.00) shall be approved by city council. These limits shall be updated annually before July 1 of each year, based on the cost index for construction costs in Los Angeles area as published by ENGINEERING NEWS-RECORD, New York, New York, by resolution of city council.

(Ord. No. 877, § 1, 1-27-92; Ord. No. 985, § 1, 1-25-99; Ord. No. 1102, § 1, 10-27-08.)

CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular **22.**

FROM: Alicia Velasco, Planning Director

DATE: 06/12/2023

SUBJECT: **Adopt a Resolution Declaring City-owned Property at 5732 Lincoln Avenue Surplus, Authorizing Offering it to Housing Sponsors for Purchase Pursuant to the Surplus Land Act, and Finding These Activities Exempt from CEQA**

RECOMMENDATION

Adopt a Resolution declaring the City-owned property at 5732 Lincoln Avenue surplus, authorizing offers for purchase pursuant to the Surplus Land Act, and finding these activities exempt from CEQA.

DISCUSSION

Background

Cypress' Redevelopment Agency (RDA) purchased 5732 Lincoln Avenue in 2003 with the intent of developing it as a larger (but never identified) affordable housing project.

In 2012, the State dissolved redevelopment agencies and transferred affordable housing responsibilities to newly created housing successor agencies. The City serves as Cypress' Housing Successor Agency (HSA) and acquired 5732 Lincoln Avenue in 2013. As part of redevelopment agency dissolution provisions, the State required housing successor agencies to sell or develop any properties they own by October 14, 2023. The property is currently leased to Frutos Farms.

Attempts to Develop the Property

Like much of Lincoln Avenue, the property is a narrow and deep parcel that is difficult to develop by itself. The RDA acquired the 1.1-acre property with the expectation that it would eventually be combined with an adjacent parcel to create a larger and more practical development opportunity. Unfortunately, repeated efforts to develop housing with either adjacent parcel have been unsuccessful.

Surplus Land Act and Next Steps

The Surplus Land Act (SLA) governs the disposition of property owned by housing successor

agencies. The SLA requires that the HSA must:

1. Declare the property surplus
2. Issue a Notice of Availability and directly solicit organizations that facilitate affordable housing (housing sponsors) to purchase the property for 60 days
3. Provide housing sponsors right of first refusal to develop low and moderate income housing
4. Engage in good faith negotiations with any interested housing sponsors for (at least) 90 days. The SLA expects the sale price should be fair market value, although there is no requirement the HSA agree to sell the property at any price
5. If no housing sponsors offer to purchase the property, or if the HSA cannot reach agreement with a housing sponsor, the HSA may sell the property to the City

Recommended Resolution

The attached Resolution declares 5732 Lincoln Ave surplus, authorizes the HSA to solicit purchase offers from housing sponsors, and finds these activities exempt from CEQA pursuant to California Code of Regulation, Title 14, §15312.

This item will return to the City Council for an update/direction at the conclusion of the 60-day Notice of Availability.

BUDGET IMPACT

None.

LEGAL REVIEW

The City Attorney's office prepared the Resolution.

APPROVED BY: Peter Grant, City Manager

Attachments

Resolution
Vicinity Map
Notice of Exemption

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS DECLARING 5732 LINCOLN AVENUE IN THE CITY OF CYPRESS TO BE SURPLUS AND AUTHORIZING OFFERS OF SAID PROPERTY FOR PURCHASE AND FINDING OF EXEMPTION FROM CEQA

WHEREAS, in 2003, the former Cypress Redevelopment Agency ("Agency"), in accordance with California law, acquired the property located at 5732 Lincoln Avenue ("Property") for affordable housing purposes using Low and Moderate Income Housing Funds ("Housing Funds");

WHEREAS, in 2011, the California Legislature enacted, and the California Supreme Court, upheld legislation requiring that all redevelopment agencies in the State of California be dissolved as of February 1, 2012, after which the City elected to serve as the housing successor to the dissolved Agency and, on October 14, 2013, the City Council approved the transfer of title to the Property from the Agency to the City;

WHEREAS, pursuant to SB 341 adopted in 2013, the City was required to develop the Property for affordable housing purposes within five years from acquiring it from the Agency, or by October 14, 2018, which timeline, in accordance with SB 341, and Health & Safety Code section 33334.16, was extended by the City Council for another five years to October 14, 2023;

WHEREAS, pursuant to SB 341, should physical development of the Property not begin by the end of the extended period, the Property must be sold and the moneys from the sale, less reimbursement to the City for the cost of the sale, must be deposited in the City's Housing Fund;

WHEREAS, there is no present or contemplated use of the Property that would preclude the City from declaring the Property as surplus to the needs of the City and offering the Property for sale to any public agency or entity described under Government Code section 54222 et seq.; and

WHEREAS, under the Surplus Land Act, surplus real property is defined as "land owned in fee simple by any local agency for which the local agency's governing body takes formal action in a regular public meeting declaring that the land is surplus and is not necessary for the agency's use"; and

WHEREAS, if one of the public agencies or housing sponsors desires to purchase the property after having received notice, it must indicate its intent to do so in writing within 60 days of receiving the notice, the City and the other local agency or housing sponsor must enter into "good faith negotiations" with the interested public agency or housing sponsor for a period of 90 days; and

WHEREAS, the disposal of the Property as surplus property is exempt from the California Environmental Quality Act pursuant to California Code of Regulation, Title 14, section 15312.

NOW, THEREFORE, the City Council of the City of Cypress, California, resolves, determines and orders as follows:

Section 1. The recitals above are true and correct.

Section 2. Based on the above recitals, the City Council finds and declares the Property to be surplus, and declares its intention to offer the Property for sale in accordance with Government Code section 54220, et seq.

Section 3. The City Council hereby authorizes and directs the City Manager to offer the Property for sale to each of the public agencies or entities listed in Government Code section 54222 in compliance with the Surplus Land Act.

Section 4. The disposal of the Property is found to be exempt from the California Environmental Quality Act pursuant to California Code of Regulation, Title 14, section 15312.

Section 5. This Resolution shall be effective on upon its adoption. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Cypress at a regular meeting held on the ____ day of _____, 2023.

_____
MAYOR OF THE CITY OF CYPRESS

ATTEST:

_____
CITY CLERK OF THE CITY OF CYPRESS

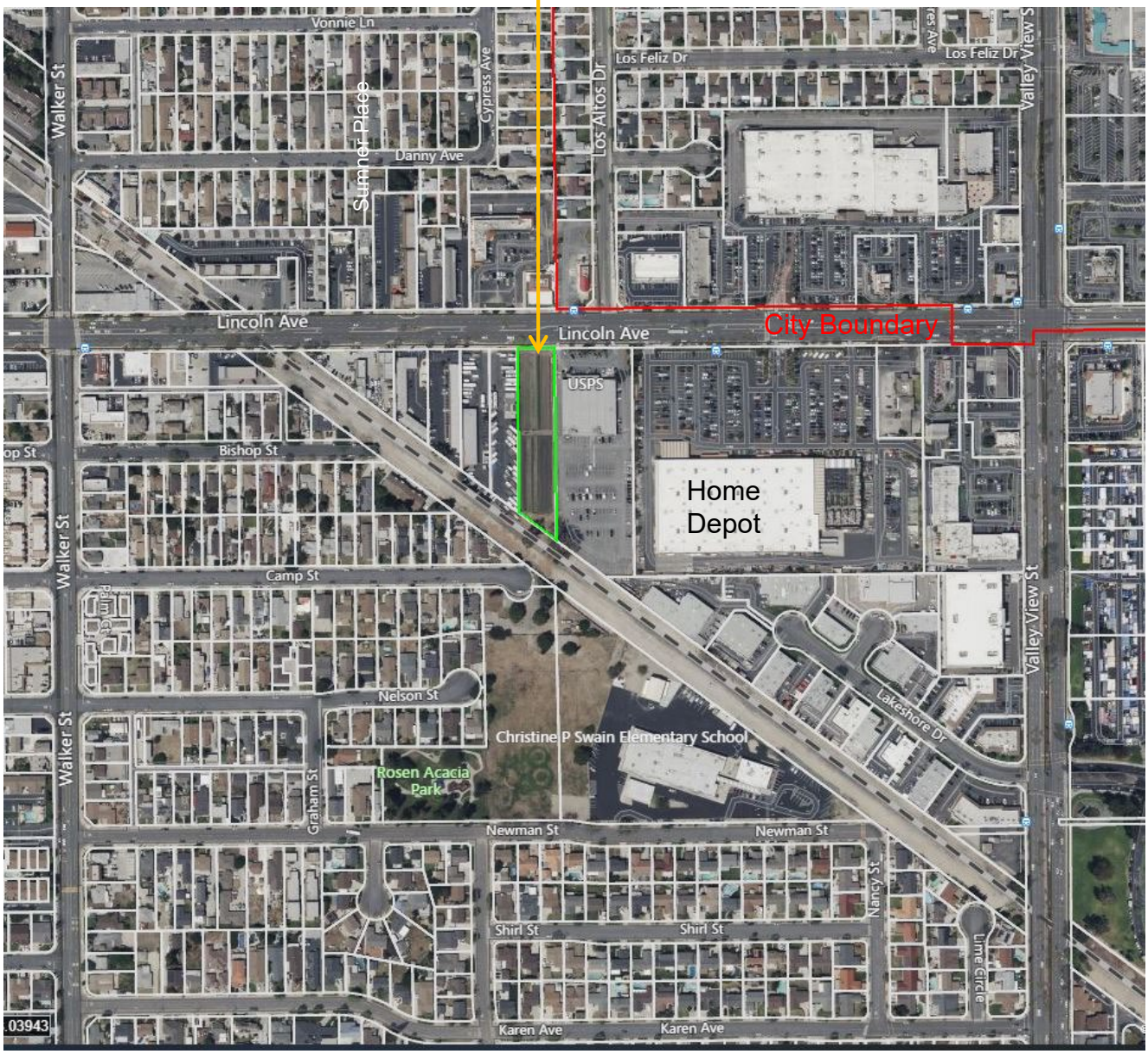
STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS

I, Alisha Farnell, City Clerk of the City of Cypress, DO HEREBY CERTIFY that the foregoing Resolution was duly adopted at a regular meeting of the said City Council held on the _____ day of _____, 2023; by the following roll call vote:

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

_____
CITY CLERK OF THE CITY OF CYPRESS

SURPLUS PROPERTY LOCATION
5732 Lincoln Avenue



VICINITY MAP

NOTICE OF EXEMPTION

FROM: City of Cypress
5275 Orange Avenue
Cypress, CA 90630

TO: __X__ County Clerk-Recorder
Public Services Division
P.O. Box 238
Santa Ana, CA 92702

Project Title Declaration of Surplus Property at 5732 Lincoln Avenue		
Project Location - Specific 5732 Lincoln Avenue		
Project Location - City Cypress		**Project Location - County** Orange
Description of Nature, Purpose, and Beneficiaries of Project The City of Cypress is declaring the City-owned real property located at 5732 Lincoln Avenue to be surplus and is authorizing offers of the property for purchase pursuant to the California Surplus Property Land Act (SB 341).		
Name of Public Agency Approving Project City of Cypress		
Name of Person or Agency Carrying Out Project (Applicant's Name and Address) Ms. Alicia Velasco, Planning Director, 5275 Orange Avenue, Cypress, CA 90630		
Exempt Status: (Check One) ___ Ministerial (Sec. 21080(b)(1);15268); ___ Declared Emergency (Sec. 21080(b)(3);15269(a)); ___ Emergency Project (Sec. 21080(b)(4); 15269(b)(c)); ___ Categorical Exemption, Class 32 (Sec. 15332(a-e)) __X__ Statutory Exemptions. State Code Number: Title 14, Section 15312		
Reasons why project is exempt: The disposal of the subject property as surplus property is exempt from the California Environmental Quality Act pursuant to California Code of Regulation, Title 14, Section 15312.		
Lead Agency Contact Person Alicia Velasco, Planning Director	**Area Code** (714)	**Telephone Number** 229-6720

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a notice of exemption been filed by the public agency approving the project?
   Yes __X__ No _____

_____ Alicia Velasco

Signature Date Planning Director

☒ Signed by Lead Agency

PL-5 Rev. 2011