



AGENDA

**REGULAR MEETING
CYPRESS CITY COUNCIL
February 23, 2026
5:30 P.M. - Closed Session
6:00 P.M. - General Session**

www.cypressca.org

**5275 Orange Avenue
Cypress, California**

If you are interested in speaking during the City Council meeting, details on how to participate are provided on the last page of the agenda.

CALL TO ORDER

5:30 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 Leo Medrano
Mayor Pro Tem Kyle Chang
Council Member Bonnie Peat
Council Member David Burke
Council Member Rachel Strong Carnahan

ORAL COMMUNICATIONS ON CLOSED SESSION

CLOSED SESSION

CONFERENCE WITH LEGAL COUNSEL--EXISTING LITIGATION

Pursuant to paragraph (1) of subdivision (d) of Government Code Section 54956.9

Name of case: Frances Marquez v. City of Cypress (U.S.D.C., Southern Div. Case No.

8:24-CV-01835-ODW (JDEx)

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 Leo Medrano
Mayor Pro Tem Kyle Chang
Council Member Bonnie Peat
Council Member David Burke
Council Member Rachel Strong Carnahan

INVOCATION

Father Romeo Ascan, St. Irenaeus

PLEDGE OF ALLEGIANCE

A member of the City Council will lead the pledge of allegiance.

REPORT OF CLOSED SESSION

City Attorney will provide a brief update from closed session.

PRESENTATIONS

Cypress College Foundation Americana Awards Update

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

This portion of the meeting is set aside for public comments regarding any matter within the jurisdiction of the City Council. Comments on non-agenda items will be heard at this time. Comments related to a specific agenda item will be heard following the staff report for that item and prior to the City Council action, unless the speaker prefers to make the comment during the general public comment period. The City Council cannot discuss or take action on matters not on the agenda for this meeting, but Council members may provide brief responses. 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 or City Clerk to call on you to address the City Council virtually. Speakers providing in-person comments will be called first. Time allotted for public comment (subject to change by the presiding officer).

General Public Comment (not on agenda): 3 minutes
Consent Calendar (any or all items): 3 minutes
Agenda Items (not on consent calendar): 3 minutes per item

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. Council Members voting no or abstaining on a Consent Calendar item may do so without removing the item from the Consent Calendar.

1. **Approve Minutes of the Regular City Council Meetings held on January 12, 2026 and January 26, 2026 and the Special City Council Meetings held on January 15, 2026 and January 26, 2026**

Prepared by: Lisa Berglund, City Clerk

Recommendation: Approve as submitted.

2. **Approval of Amendment No. 6 to an Amended and Restated Contract Services Agreement for City Attorney Services**

Prepared by: Fred Galante, City Attorney

Recommendation: Approve the Attached Amendment No. 6 to the Amended and Restated Contract Services Agreement for City Attorney Services between the City of Cypress and Aleshire & Wynder, LLP.

3. **Adoption of Media Relations Policy**

Prepared by: Sean Joyce, Interim City Manager

Recommendation: Approve the Attached Proposed Media Relations Policy Guiding How the City will Initiate and Respond to Media Concerning City Operations and City Council Policy Deliberations/Decisions.

4. **Request Approval of Proclamation Recognizing the 60th Anniversary of Woman's Club of Cypress**

Prepared by: Sean Joyce, Interim City Manager

Recommendation: Approve the Proposed Proclamation.

5. **Second Reading of an Ordinance Amending Chapter 2 (Administration), Article X (Campaign Finance Reporting) of the Cypress Municipal Code by Adding New Sections 2-128.1 and 2-128.2 Establishing a Local Campaign Contribution Limit and Disclosure of Top Contributors**

Prepared by: Sean Joyce, Interim City Manager

Recommendation: Conduct Second Reading and Adopt an Ordinance Amending Chapter 2 (Administration), Article X (Campaign Finance Reporting) of the Cypress Municipal Code by Adding New Sections 2-128.1 and 2-128.2 Establishing a Local Campaign Contribution Limit and Disclosure of Top Contributors.

6. Receive and File the Investment Report for the Month Ended January 31, 2026.

Prepared by: Stephanie Sikkema, Director of Finance and Administrative Services

Recommendation: Receive and File the Attached Investment Report.

7. Receive and File Register of Warrants, Transfers, and Wires Issued for the Period of December 27, 2025 through February 6, 2026

Prepared by: Stephanie Sikkema, Director of Finance and Administrative Services

Recommendation: Receive and file the attached payment register summarized below for the period of December 27, 2025 through February 6, 2026:

- Electronic Funds Transfers 18565 through 18714
- Warrants 69633 through 69859; and
- Payroll Transfers W1574 through W1576.

8. Receive and File the Fiscal Year 2025-26 Second Quarter Financial Report (Mid-Year Budget Review) and Approve Budget Adjustments

Prepared by: Stephanie Sikkema, Director of Finance and Administrative Services

Recommendation: It is recommended that the City Council take the following actions:

1. Receive and file the Second Quarter Financial Report for Fiscal Year 2025-26 (Mid-Year Budget Review); and

2. Approve the following budget adjustments:

- Increase General Fund (Fund 111) expenditures by \$486,800 and revenue by \$763,450 for a positive net change of \$276,650;
- Increase Cypress Recreation and Park District General Fund (Fund 212) expenditures by \$14,500;
- Decrease Asset Seizure Fund - Justice (Fund 282) expenditures by \$64,750;
- Increase Asset Seizure Fund - Treasury (Fund 283) expenditures by \$84,750 and reallocate \$75,100 from an expenditure to a transfer to the City Capital Replacement Fund (Fund 721);
- Increase City Capital Projects Fund (Fund 415) expenditures by \$97,000 and revenue by \$37,000;
- Increase City Central Services Fund (Fund 711) expenditures by \$24,100;
- Increase City Capital Replacement Fund (Fund 721) expenditures and revenue (transfers-in) by \$75,100; and
- Increase Cypress Recreation and Park District Capital Replacement Fund (Fund 725) expenditures by \$30,400.

9. Master Reimbursement Agreement with Orange County Sanitation District

Prepared by: Nick Mangkalakiri, Director of Public Works

Recommendation: Approve the Master Reimbursement Agreement with the Orange County Sanitation District and Authorize the City Manager to Execute the Agreement.

10. Accept the Installation of Traffic Signal System Software and Components, Project 352

Prepared by: Nick Mangkalakiri, Director of Public Works

Recommendation:

1. Accept the Traffic Signal System Software and Components, Project 352, in the amount of \$324,230.68 and approve the final payment of \$16,211.54 to Crosstown Electrical & Data, Inc.; and
2. Authorize the City Clerk to File a Notice of Completion with the County Recorder.

PUBLIC HEARINGS (Three minutes per speaker)

The public may address the City Council on public hearing items prior to any action being taken. Individuals wishing to speak in person are requested to complete a speaker's card.

For virtual participation, please follow the instructions at the end of the agenda and wait for the Mayor or City Clerk to call on you before addressing the City Council. Speakers providing in-person comments will be called first. In accordance with applicable law, Council Members should disclose any communications with individuals relevant to a public hearing item.

11. Approve Conditional Use Permit No. 2025-03 for a Convenience Store with Alcoholic Beverage Sales at 5362 Lincoln Avenue

Prepared by: Christopher Wong, Business Development Manager

Recommendation: Adopt a Resolution Approving Conditional Use Permit No. 2025-03 and Confirm the Project is Exempt from the California Environmental Quality Act (CEQA).

NEW BUSINESS

12. City Manager Employment Agreement

Prepared by: Fred Galante, City Attorney

Recommendation: Approve the City Manager Employment Agreement with Shannon DeLong, and Authorize the Mayor to Execute the Agreement.

13. Receive the FY 2025-26 Capital Improvement Program Mid-Year Update

Prepared by: Nick Mangkalakiri, Director of Public Works

Recommendation:

1. Receive the FY 2025-26 Capital Improvement Program Mid-Year Update; and
2. Provide direction for the development of the FYE 2027-2033 Seven-Year Capital Improvement Program.

ITEMS REMOVED FROM CONSENT CALENDAR

CONTINUED ITEMS

ITEMS FROM CITY COUNCIL MEMBERS

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

COUNCIL MEMBER ITEMS FOR FUTURE CONSIDERATION

CITY MANAGER REMARKS

ADJOURNMENT

The next meeting will be an adjourned Regular Meeting, to be held on Tuesday, March 10, 2026 beginning at 5:30 p.m. in the Executive Board Room.

Council Members and the public should promptly exit the meeting room following adjournment.

I, Lisa Berglund, City Clerk, 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 February 19, 2026.

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/5201695406500855638>. Advanced registration is recommended.

The public may address the City Council virtually during Oral Communications on Agenda Items and Public Hearings. 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 meeting record.
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 (631) 992-3221 and entering Access Code 761-150-235. 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 invitational speaker's particular faith, belief and/or religious denomination. The City Council has an established neutral policy for selecting and scheduling invitational 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: Lisa Berglund, City Clerk

DATE: 02/23/2026

SUBJECT: Approve Minutes of the Regular City Council Meetings held on January 12, 2026 and January 26, 2026 and the Special City Council Meetings held on January 15, 2026 and January 26, 2026

RECOMMENDATION

Approve as submitted.

BUDGET IMPACT

None

LEGAL REVIEW

Reviewed by City Attorney

APPROVED BY: Sean Joyce, Interim City
Manager

Attachments

Minutes 1.12.2026

Minutes Special 1.15.26

Minutes Special 1.26.2026

Minutes 1.26.2026

REGULAR MEETING
CYPRESS CITY COUNCIL
January 12, 2026
6:00 P.M. – General Session

A regular meeting of the Cypress City Council was called to order at 6:00 p.m. by Mayor Medrano 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 Leo Medrano
Mayor Pro Tem Kyle Chang
Council Member Bonnie Peat
Council Member David Burke
Council Member Rachel Strong Carnahan

STAFF PRESENT

Interim City Manager Sean Joyce
City Attorney William Wynder
Interim Director of Finance and Administrative Steve Charelian
Director of Recreation and Community Services Jeff Draper
Director of Public Works Nick Mangkalakiri
Planning Director Alicia Velasco
City Clerk Lisa Berglund
Deputy City Clerk Ruthie Marroquin
Police Captain Chris Revere

INVOCATION Kevin Overton, The Church of Jesus Christ of Latter-Day Saints, led the Invocation.

PLEDGE OF ALLEGIANCE

Mayor Medrano led the Pledge of Allegiance.

PRESENTATIONS

The City Council recognized David Burke, 2025 Mayor of Cypress.

ORAL COMMUNICATIONS

Teddy Lloyd, Cerritos, spoke in support of Arnold Cypress Park, commended the City for the quality of the park, and encouraged the City Council to consider expanding opportunities for organized social events and group reservations.

Marilyn Reames, Cypress, spoke in opposition to Agenda Item No. 12 regarding the proposed change to the City Council meeting date.

Beth Culver, Cypress, spoke in opposition to Agenda Item No. 12 regarding the proposed change to the City Council meeting date.

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 Medrano, made a comment on Agenda Item No. 6. He recognized the Director of Public Works for reducing the costs associated with Myra Pump Station. By working with the Orange County Flood Control and Representative Derek Tran's staff, the city was able to save approximately 8.4 million on this project.

The City Clerk amended the November 10, 2025, draft minutes that were submitted for adoption under agenda item no. 2. Additional language was added to the minutes of agenda item no. 12 - Discussion and Direction to Staff Regarding Changing the Day of City Council Meetings. Additional language included, "Council Member Chang stated he is available Mondays and Tuesdays, and that he is not available Wednesdays."

The City Attorney provided procedural guidance.

A motion was made by Council Member Burke, and seconded by Council Member Strong Carnahan, to approve Consent Calendar items No. 1 through 10, including the amended minutes under Agenda Item No. 2.

The motion was unanimously carried by the following electronic vote:

AYES: 5 COUNCIL MEMBERS: Chang, Peat, Burke, Medrano, Strong Carnahan
NOES: 0 COUNCIL MEMBERS: None

Item No. 1: Introduce and/or Adopt All Ordinances and Resolutions Presented for Consideration by Title Only and to Waive Further Reading

Item No. 2: Approve Minutes of City Council Meetings held on November 3, 2025, November 10, 2025, November 19, 2025 and November 28, 2025.

Recommendation: Approved as submitted.

Item No. 3: Receive and File Register of Warrants, Transfers, and Wires Issued for the Period of November 22, 2025 through December 26, 2025

Recommendation:

Receive and file the attached payment register summarized below for the period of November 22, 2025 through December 26, 2025:

- Electronic Funds Transfers 18350 through 18564
- Warrants 69430 through 69632

- Payroll Transfers W1570 through W1573

Item No. 4: Approve a Contract to Prepare Amendments for the Safety and Open Space Elements of the General Plan

Recommendation: Approve a contract services agreement with Kimley-Horn and Associates, Inc. to update the Safety Element and Open Space / Conservation / Recreation Element of the Cypress General Plan in the amount of \$142,825.

Item No. 5: Approve an Agreement with the Rossmoor/Los Alamitos Area Sewer District for Development of the Los Alamitos Race Course

Recommendation: Approve the Inter-Jurisdictional Wastewater Service Agreement with the Rossmoor/Los Alamitos Area Sewer District and authorize the City Manager to execute the Agreement.

Item No. 6: Approve an Amendment to the Myra Avenue Pump Station No. 1 Design Services Contract.

Recommendation: Approve an amendment in the amount of \$400,352 to the Professional Design Services Contract with AKM Consulting Engineers for Myra Avenue Pump Station No. 1, Project 300, and authorize the City Manager to execute the Amendment.

Item No. 7: Accept City Streetlight LED Conversion, Project 409

Recommendation:

1. Accept the City Streetlight LED Conversion, Project 409, in the amount of \$95,999 and approve the final payment of \$4,799.95 to Yunex LLC; and
2. Authorize the City Engineer to file a Notice of Completion with the County Recorder.

Item No. 8: Accept City Hall and Police Department Roof Replacement, Project 393

Recommendation:

1. Accept the City Hall and Police Department Roof Replacement, Project 393, in the amount of \$1,031,390.98 and approve final payment of \$51,569.55 to Rite-way Roofing; and
2. Authorize the City Engineer to file a Notice of Completion with the County Recorder.

Item No. 9: Amend Task Order for Project Management Services

Recommendation:

1. Approve an amendment in the amount of \$20,615.76 to a task order with FCG Consultants for public works project management services; and

2. Approve a \$20,615.76 budget appropriation transfer within the General Fund from Personnel to Professional Services.

Item No. 10: Approve Scope of Work for Public Engagement and Professional Design Services for the Expansion of Baroldi Sycamore Park

Recommendation: Approve the scope of work for public engagement and professional design services for the expansion of Baroldi Sycamore Park.

NEW BUSINESS

Item No. 11: Approve Mayor's Suggested Appointments to Organizations and Committees

Mayor Medrano opened the item to questions and comments from the City Council.

Council Member Strong Carnahan asked for clarification on the timing of the West Cities Police Communications Center Joint Powers Association meetings, a committee to which she is appointed.

Council Member Peat and Mayor Medrano answered Council Member Strong Carnahan's question.

City Council discussion ensued.

The City Clerk clarified that there were no speakers for the item.

The City Clerk provided clarification regarding the staff report, stating that Mayor Medrano's term on the Orange County Mosquito and Vector Control District ends in January 2026 and that a City Council appointment was required.

Council Member Peat requested clarification on the alternate position for the Orange County Sanitation District. Council Member Peat recommended that Mayor Medrano be appointed as the alternate since Mayor Pro Tem Chang is not available on Wednesdays. Mayor Medrano agreed.

Council Member Peat asked Mayor Medrano questions regarding his committee appointment recommendations to the League of California Cities and the Orange County City Selection Committee. She further stated that in the past, the Mayor would represent the city on those committees.

Mayor Medrano stated that he is open to any changes the City Council may wish to make to the proposed item.

City Council discussion continued.

A discussion ensued between Council Member Burke and Council Member Peat.

Mayor Medrano requested procedural clarification under Robert's Rules of Order.

The City Attorney provided procedural guidance. The Interim City Manager deferred to the City Attorney's guidance.

Mayor Pro Tem Chang commented on the proposed committee assignments for Orange County Fire Authority, Orange County Sanitation District and Orange County Mosquito & Vector Control committees. He explained that these are seen as prestigious committees to serve on. He further commended Mayor Medrano for prioritizing his commitment to service over prestige.

Council Member Burke echoed Mayor Pro Tem Chang comments and voiced his support for the proposed appointments.

City Council discussion continued.

A motion was made by Council Member Peat, to amend the recommendations by designating Mayor Medrano as the alternate for the Orange County Sanitation District, revising the Orange County Mosquito and Vector Control District alternate for the term ending in January 2028, and designating Mayor Medrano as the representative and Council Member Burke as the alternate for the League of California Cities General Assembly and Orange County Division and the Orange County City Selection Committee.

The motion failed for lack of second.

A motion was made by Council Member Burke and seconded by Mayor Pro Tem Chang, to approve the committee assignments as presented by staff with one change – making Mayor Medrano as the alternate for Orange County Sanitation District instead of Mayor Pro Tem Chang.

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

AYES: 5 COUNCIL MEMBERS: Chang, Peat, Burke, Medrano, Strong Carnahan
NOES: 0 COUNCIL MEMBERS: None

COMPENSATED:

Orange County Fire Authority

David Burke – Representative
(No Alternate)

Orange County Mosquito & Vector Control
District (Term ending Jan. 2026)

Kyle Chang – Representative
(No Alternate)

Orange County Sanitation District

Bonnie Peat – Rep
Leo Medrano – Alternate

NON-COMPENSATED:

Bridges at Kraemer Place Community
Advisory Board

Kyle Chang – Representative
(No Alternate)

City/Anaheim Union High School
District Ad Hoc Subcommittee

David Burke
Leo Medrano

City/Cypress College Ad Hoc Committee

David Burke
Leo Medrano

City/Cypress School District Ad Hoc
Subcommittee

David Burke
Kyle Chang

Economic Development Ad Hoc
Subcommittee

Leo Medrano
Bonnie Peat

Joint Forces Training Base Regional
Military Affairs Committee

Rachel Strong Carnahan – Rep
Bonnie Peat – Alternate

League of California Cities
General Assembly & OC Division

David Burke – Representative
Leo Medrano – Alternate

Orange County City Selection Committee

David Burke – Representative
Leo Medrano – Alternate

Orange County Council of Governments
General Assembly

Bonnie Peat – Representative
Kyle Chang – Alternate

Orange County Library Advisory Board
(2-year Term ending Jan. 2027)

Kyle Chang – Representative
Leo Medrano – Alternate

Southern California Association of
Governments - General Assembly

David Burke – Representative
Kyle Chang – Alternate

Veteran Recognition Ad Hoc Subcommittee

Rachel Strong Carnahan
Bonnie Peat

West Cities Police Communications Center

Bonnie Peat– Rep
Rachel Strong Carnahan – Alternate

Item No. 12: Adopt Ordinance No. 1223 Changing the City Council Meeting Day from Monday to Tuesday

The Interim City Manager provided a report on this item. Should the day of the meeting change, he reported included that City Attorney Galante would no longer be available to serve the City of Cypress as the City Attorney due to a conflict in his schedule with other municipal clients. He has offered to identify a partner with his firm to replace him in his service to the City of Cypress.

Mayor Medrano opened the item to discussion from the City Council.

Council Member Peat reiterated her opposition to changing the meeting day from Mondays to Tuesdays and apologized in advance if she is unable to attend certain meetings, stating she would make every effort to attend as many as possible.

Mayor Medrano asked for further discussion. Hearing none, he opened public comment.

Glenn Button, Cypress, expressed opposition to changing the City Council meeting day.

Anne Mallari, Cypress, expressed opposition to changing the City Council meeting day.

Council Member Burke spoke in support of changing the meeting day to Tuesdays, citing benefits including fewer holiday conflicts, additional preparation time, alignment with most Orange County cities, and improved efficiency.

Council Member Peat stated that surrounding cities meet on Mondays and noted certain members of staff preferring for the current schedule.

Council Member Strong Carnahan asked her colleagues whether information regarding City staff preferences had gathered.

Council Member Burke opposed obtaining formal input from staff.

Mayor Medrano closed discussion.

A motion was made by Council Member Burke and seconded by Mayor Pro Tem Chang, to move forward with the ordinance as drafted.

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

AYES: 4 COUNCIL MEMBERS: Chang, Burke, Medrano, Strong Carnahan
NOES: 1 COUNCIL MEMBERS: Peat

ORDINANCE NO. 1223

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY
OF CYPRESS, CALIFORNIA, AMENDING SECTION 2-1
OF THE CYPRESS MUNICIPAL CODE RELATING TO
THE TIME OF REGULAR CITY COUNCIL MEETINGS

ITEMS REMOVED FROM CONSENT CALENDAR

None.

CONTINUED ITEMS

None.

ITEMS FROM CITY COUNCIL MEMBERS

None.

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

Council Member Rachel Strong Carnahan:

Attended the Ralphs grand reopening, noted a peaceful holiday season while recovering from a cold, and expressed enthusiasm about being nominated to serve on a committee and continuing her service to the City of Cypress.

Council Member Peat:

Reported that she attended the Police PACE Graduation at Holder Elementary School, the Ralphs grand reopening, Supervisor Nguyen's Open House, and the Cypress Police Cadet Graduation, where she congratulated both the graduating cadets and the new incoming cadets. She also participated in the Women's Club Block Party and thanked the residents who attended and supported the event. Additionally, she attended the grand opening of Reform House Pilates, a new pilates studio located on Lincoln Avenue. She further reported that she serves on the Executive Board of Review for Eagle Scout candidates and has been interviewing Cypress Eagle Scout candidates over the past year. She recently attended the annual Executive Board (E-Board) gathering to review statistics from the previous year, noting that 72 individuals achieved Eagle Scout status overall. She expressed that it is an honor to participate and looks forward to continuing her involvement this year.

Council Member Burke:

Reported that he attended many of the same events as his colleagues and echoed the praise expressed for the Ralphs grand reopening and the Police PACE Graduation.

Mayor Pro Tem Chang:

Reported that he attended many of the same events as his colleagues, including the Ralphs grand reopening, the PACE Graduation event, and the Reform House Pilates grand opening. He also chaperoned a group of students on a field trip to the Los Angeles Zoo. He noted that school PTAs fund many school events and activities, including field

trips and on-campus programs, and encouraged members of the public to contribute to their school PTAs.

Mayor Medrano:

Reported On December 10, 2025, he attended the Association of California Cities Orange County (ACCOC) Holiday Event and State Senator Tony Strickland's Open House in Huntington Beach, as well as the Ralphs grand reopening. On December 11, 2025, he attended the Police Academy Graduation and congratulated the three graduates, and later attended the Cypress School District Board Meeting, where he congratulated President Tanaka as he passed the gavel to Dr. Lydia Sondhi. On December 18, 2025, he attended the Orange County Mosquito and Vector Control District Board Meeting. On January 10, he attended the 123rd Korean American Day celebration and acknowledged the contributions of Korean Americans over the past 123 years. He also attended the Reform House Pilates ribbon cutting. He further noted that a blood drive would be held at the Cypress Community Center from 10:00 a.m. to 4:00 p.m. and encouraged members of the public to participate if able.

COUNCIL MEMBER ITEMS FOR FUTURE CONSIDERATION

Council Member Strong Carnahan requested to agendize a resolution affirming the protection of constituent civil rights and condemning the use of excessive force by federal and immigration authorities to discuss at the next City Council meeting, Monday, January 26. Mayor Pro Tem Chang supported the item.

Mayor Medrano asked for clarification from the City Manager and City Attorney about discussing this matter either at the next City Council meeting or at the strategic plan meeting. The City Manager and City Attorney indicated that either meeting would be appropriate for discussion. Council Member Strong Carnahan requested the matter be placed on the January 26, 2026, City Council agenda.

CITY MANAGER REMARKS

The City Manager requested that the City Clerk introduce the City's new Deputy City Clerk. City Clerk Berglund introduced Ruthie Marroquin and briefly highlighted her prior experience with the City of Lake Forest.

ADJOURNMENT

Mayor Medrano adjourned the Regular Meeting at 7:08 p.m. to an adjourned Regular Meeting, to be held on Monday, January 26, 2026, 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

SPECIAL MEETING
CYPRESS CITY COUNCIL
JANUARY 15, 2026
8:30 A.M.

A special meeting of the Cypress City Council was called to order at 8:30 a.m. by Mayor Medrano 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. Four members were present at the start of the meeting. Council Member Strong Carnahan arrived at 8:35 a.m.

Mayor Leo Medrano
Mayor Pro Tem Kyle Chang
Council Member Bonnie Peat
Council Member David Burke
Council Member Strong Carnahan

STAFF PRESENT

Interim City Manager Sean Joyce
City Attorney Fred Galante
City Clerk Liss Berglund

ORAL COMMUNICATIONS ON CLOSED SESSION

No oral communications were provided.

CLOSED SESSION

The City Attorney announced that the City Council would convene in closed session to discuss the following item:

PUBLIC EMPLOYEE PERFORMANCE APPOINTMENT
Pursuant to Government Code Section 54957
Title: City Manager

Mayor Medrano recessed the meeting at 11:45 p.m.

Mayor Medrano reconvened the meeting at 12:30 p.m.

REPORT OF CLOSED SESSION/WORKSHOP

The City Attorney reported that the City Council met in Closed Session regarding the item listed on the agenda, namely - Public Employee Performance appointment pursuant to Government code section 54957, Title: City Manager. He stated the City Council held a discussion on the matter, provided direction and no further reportable action was taken.

ADJOURNMENT

Mayor Medrano adjourned the meeting at 2:28 p.m. to an adjourned Regular Meeting, to be held on Monday, January 26, 2026, 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

SPECIAL MEETING
CYPRESS CITY COUNCIL
JANUARY 26, 2026
8:45 A.M.

A special meeting of the Cypress City Council was called to order at 8:30 a.m. by Mayor Medrano 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. All members were present at the start of the meeting.

Mayor Leo Medrano
Mayor Pro Tem Kyle Chang
Council Member Bonnie Peat
Council Member David Burke
Council Member Strong Carnahan

STAFF PRESENT

Interim City Manager Sean Joyce
City Attorney Fred Galante
City Clerk Liss Berglund

ORAL COMMUNICATIONS ON CLOSED SESSION

No oral communications were provided.

CLOSED SESSION

The City Attorney announced that the City Council would convene in closed session to discuss the following item:

PUBLIC EMPLOYEE PERFORMANCE APPOINTMENT

Pursuant to Government Code Section 54957

Title: City Manager

REPORT OF CLOSED SESSION/WORKSHOP

The City Attorney reported that the City Council met in Closed Session regarding the item listed on the agenda, namely - Public Employee Performance appointment pursuant to Government code section 54957, Title: City Manager. He stated the City Council held a discussion on the matter, provided direction and no further reportable action was taken.

ADJOURNMENT

Mayor Medrano adjourned the meeting at 12:10 p.m. to an adjourned Regular Meeting, to be held on Monday, January 26, 2026, 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
January 26, 2026
6:00 P.M. – General Session

A regular meeting of the Cypress City Council was called to order at 6:00 p.m. by Mayor Medrano 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 Leo Medrano
Mayor Pro Tem Kyle Chang
Council Member Bonnie Peat
Council Member David Burke
Council Member Rachel Strong Carnahan

STAFF PRESENT

Interim City Manager Sean Joyce
City Attorney Fred Galante
City Clerk Lisa Berglund
Deputy City Clerk Ruthie Marroquin
Chief of Police Mark Lauderback
Interim Director of Finance and Administrative Services Steve Charelian
Director of Public Works Nick Mangkalakiri
Planning Director Alicia Velasco
Director of Recreation and Community Services Jeff Draper

INVOCATION

Pastor Brandon Beukelman of West Cypress Church led the Invocation.

PLEDGE OF ALLEGIANCE

Mayor Medrano led the Pledge of Allegiance.

PRESENTATIONS

The City Council recognized Cypress High School Girls Volleyball Team Division II State Championship.

Maddie Marks-Noble on behalf of State Senator Tony Strickland's office congratulated the Volleyball team on their new title as State Champions.

ORAL COMMUNICATIONS

Peter Korody, Cypress, spoke in support of Agenda Item No. 15.

Rob Johnson, Cypress, expressed opposition to Agenda Item No. 12

Paula Morales, Cypress, expressed opposition to Agenda Item No. 12.

Paul Kokkinos, Cypress, spoke in support of Agenda Item No. 12 and in opposition to Agenda Item No. 15.

Larry Andre, Cypress, expressed opposition to Agenda Item No. 12.

Shirley Fitzgerald, Cypress, expressed opposition to Agenda Item No. 12 and No. 15.

Jodee Tochi, Cypress, expressed opposition to Agenda Item No. 15.

Patrick Malies, Cypress, expressed opposition to Agenda Item No. 15.

Harumi, Cypress, expressed opposition to Agenda Item No. 12 and Agenda Item No. 15.

Anne Mallari, Cypress, expressed opposition to Agenda Item No. 12.

Beth Culver, Cypress, expressed opposition to Agenda Item No. 12.

Pearl Bolter, Cypress, expressed opposition to Agenda Item No. 12 and Agenda Item No. 15.

Steve Mauss, Cypress, expressed opposition to Agenda Item No. 12 and Agenda Item No. 15.

Mariellen Yarc, Cypress, expressed opposition to Agenda Item No. 4, 12 and 15.

Patricia Boggs, Cypress, expressed opposition to Agenda Item No. 12 and Agenda Item No. 15.

Isabell Gallegos, Cypress, spoke in support of Agenda Item No. 12.

Chuong Vo, Cerritos, expressed opposition to Agenda Item No. 12 and Agenda Item No. 15.

Robert Winter, Cypress, spoke in support of Agenda Item No. 15

Esther Poch, Cypress, expressed opposition to Agenda Item No. 12.

Colin Edwards, Cypress, expressed opposition to Agenda Item No. 12.

Cheryl Katz, Cypress, expressed opposition to Agenda Item No. 15

Ed Kraemer, Cypress, spoke in support of Agenda Item No. 12 and Agenda Item No. 15.

Katie Shapiro, Cypress, spoke in support of Agenda Item No. 15.

Kelly K, Cypress, expressed opposition to Agenda Item No. 8, and Agenda Item No. 12 and 15.

Mayor Medrano asked the Interim City Manager to address the \$600,000 reference from caller Kelly K.

The Interim City Manager clarified that the \$600,000 referenced represents working capital and asked the Interim Director of Finance and Administrative Services for further explanation.

The Interim Director of Finance and Administrative Services further explained the City's working capital and investment balances.

Malini Nagpal, Cypress, spoke in support of Agenda Item No. 12 and Agenda Item No. 15.

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.

Council Member Burke and Mayor Pro Tem Chang requested to pull Agenda Item No. 10.

Council Member Peat voiced she would vote no on Agenda Items No. 3 and 4.

Council Member Burke requested highlights on Agenda Item No. 1.

The Interim Finance Director of Finance and Administrative Services provided a brief report on Agenda Item No. 1.

City Council discussion ensued.

Council Member Burke spoke on Agenda Item No. 5, recognizing the 75th Anniversary of the Kiwanis Club of Cypress.

Mayor Medrano disclosed that he is a member of the Kiwanis Club and verified with the City Attorney as to whether he may participate in the vote. The City Attorney provided procedural guidance.

A motion was made by Council Member Burke, and seconded by Mayor Pro Tem Chang, to approve Consent Calendar items No. 1 through 9, with Council Member Peat dissenting from item No. 3 and 4.

The motion was unanimously carried by the following electronic vote:

AYES: 5 COUNCIL MEMBERS: Chang, Peat, Burke, Medrano, Strong Carnahan
NOES: 0 COUNCIL MEMBERS: None

Item No. 1: Receive and File the Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2025

Recommendation: Receive and file the Annual Comprehensive Financial Report and Related Reports for the Fiscal Year Ended June 30, 2025.

Item No. 2: Receive and File the Cypress Recreation and Park District's Financial Statements and Auditors' Report for the Fiscal Year Ended June 30, 2025

Recommendation: Receive and file the District's Basic Financial Statements and Independent Auditors' Report and Related Reports for the Fiscal Year Ended June 30, 2025.

Item No. 3: Approve the 2026 Proposed City Council Regular Meeting Schedule

Recommendation: Approve the proposed 2026 City Council Regular meeting schedule.

Item No. 4: Second Reading of Ordinance No. 1223 Changing the City Council Meeting Day from Monday to Tuesday

Recommendation: Approve the second reading and adopt Ordinance No. 1223 by title only and waive further reading, amending the Cypress Municipal Code Section 2-1 related to the time and day of regular City Council meetings.

ORDINANCE NO. 1223

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY
OF CYPRESS, CALIFORNIA, AMENDING SECTION 2-1
OF THE CYPRESS MUNICIPAL CODE RELATING TO
THE TIME OF REGULAR CITY COUNCIL MEETINGS

Item No. 5: Recognize the 75th Anniversary of the Kiwanis Club of Cypress

Recommendation: Recognize the 75th Anniversary of the Kiwanis Club of Cypress.

Item No. 6: Adoption of Policy Establishing Procedures for Responding to Disruption of Airing Meetings of the City Council and Other Legislative Bodies Subject to SB 707

Recommendation: Approve the attached policy concerning disruption of service procedures associated with the airing and/or streaming of the meetings of the city's legislative bodies as defined by applicable state statute, as may be amended.

Item No. 7: Adopt the FY 2026-2027 Budget Calendar

Recommendation: Adopt the Fiscal Year 2026-2027 budget calendar.

Item No. 8: Receive and File the Investment Reports for the Months Ended November 30, 2025, and December 31, 2025.

Recommendation: Receive and file the attached investment reports.

Item No. 9: Approve the Urban Area Security Initiative Sub-Recipient Agreement

Recommendation:

1. Approve the Fiscal Year 2024 Urban Area Security Initiative (UASI) grant for calendar years 2025-2027 through the UASI Sub-Recipient Agreement with the City of Anaheim; and
2. Authorize the City Manager to execute all UASI related documents.

PUBLIC HEARING

Item No. 11: Approve Conditional Use Permit No. 2025-02 for an Adult Day Health Care Facility at 6269 Ball Road

Mayor Medrano asked Council Members to disclose any communication with anyone relevant to the item. No communication was disclosed by a member of the City Council.

Mayor Medrano opened the public hearing.

Business Development Manager Wong provided a report on the item.

Mayor Medrano opened the floor for discussion.

Business Development Manager Wong answered questions of the City Council.

The applicant, Daniel Han, addressed the City Council and confirmed agreement with the conditions of approval.

Council Member Peat asked questions of the applicant. Those questions were answered by Mr. Han.

Mayor Medrano invited members of the public to speak on this item.

Stacey Choi, Cypress, spoke in support of Agenda Item No. 11.

Marilyn Reames, Cypress, spoke in support of Agenda Item No. 11.

Larry Andre, Cypress, spoke in support of Agenda Item No. 11.

Beth Culver, Cypress, asked questions regarding Agenda Item No. 11.

The Interim City Manager provided clarification in response.

The City Attorney provided procedural clarification recommending that the City Council receive all questions from the public, then if the City Council would like, have city staff or the applicant answer.

Mayor Medrano asked the applicant if he would like to make final comments.

The applicant provided final comments.

No further public comments were made.

Mayor Medrano closed the public hearing.

A motion was made by Council Member Peat, and seconded by Mayor Medrano to approve conditional use Permit No. 2025-02 for an Adult Day Health Care Facility at 6269 Ball Road.

The motion was unanimously carried by the following electronic vote:

AYES: 5 COUNCIL MEMBERS: Chang, Peat, Burke, Medrano, Strong Carnahan
NOES: 0 COUNCIL MEMBERS: None

RESOLUTION NO. 7041

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT NO. 2025-02 TO ALLOW AN ADULT DAY CARE FACILITY IN AN EXISTING CHURCH BUILDING AT 6269 BALL ROAD, LOCATED IN THE CG (COMMERCIAL GENERAL) ZONE WITH A GENERAL PLAN LAND USE DESIGNATION OF COMMERCIAL NEIGHBORHOOD, AND DETERMINING THAT THE PROJECT IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

NEW BUSINESS

Item No. 12: Adopt an Ordinance on Campaign Finance Reform

The City Attorney provided a report on this item.

Council Member Burke presented slides and provided a brief overview of the item.

The City Attorney advised that, based on his review of applicable conflict-of-interest laws, he did not find a basis concluding that Council Member Burke had a conflict of interest and that Council Member Burke may participate in consideration of the item.

Mayor Medrano opened the item to questions and comments from the City Council.

Council Member Peat stated she was uncomfortable with the proposed ordinance expressed opposition and asked questions on the item.

Mayor Pro Tem Chang expressed concerns regarding the proposed contribution amount being too low and alternatively proposed adopting a \$2,700 contribution limit per election cycle to align with the County of Orange's campaign finance limits.

City Council discussion ensued.

Council Member Burke further explained his purpose for bringing the item forward expressed that a contribution limit of \$2,700 is too high. He would be supportive of a limit between \$500 – \$1,250 to find a compromise.

Council Member Peat suggested delaying implementation until after the next election cycle or alternatively adopting a \$2,700 contribution limit per election cycle to align with the County of Orange's campaign finance limits.

Mayor Medrano made a motion to adopt the ordinance as drafted. Council Member Burke seconded the motion.

Council Member Burke made a substitution motion to change the contribution amount from \$500 to \$1,000 and adjust the limits every odd year beginning in 2027, for inflation.

The motion failed for lack of second.

The Mayor asked for clarification of the motion before the vote.

Cheryl Katz, spoke in opposition of the item.

A original motion was made by Mayor Medrano and seconded by Council Member Burke, to adopt the ordinance as drafted.

The original motion passes by the following electronic vote:

AYES: 3 COUNCIL MEMBERS: Burke, Medrano, Strong Carnahan
NOES: 2 COUNCIL MEMBERS: Peat, Chang

The City Attorney read the title of the ordinance.

ORDINANCE NO. 1230

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CYPRESS,
CALIFORNIA, AMENDING CHAPTER 2 (ADMINISTRATION), ARTICLE
X (CAMPAIGN FINANCE REPORTING) OF THE CYPRESS MUNICIPAL
CODE BY ADDING NEW SECTIONS 2-128.1 AND 2-128.2
ESTABLISHING A LOCAL CAMPAIGN CONTRIBUTION LIMIT AND
DISCLOSURE OF TOP CONTRIBUTORS

Item No. 13: Introduce an Ordinance of the City Council of the City of Cypress, California, Amending Cypress Municipal Code Section 1-13 and Adding Subsections 1-13.1 and 1-13.2 to Regulate Use of the City Seal and Logo

The Interim City Manager provided a report on this item.

A motion was made by Mayor Medrano and seconded by Council Member Burke, to introduce the first reading of an Ordinance Amending Cypress Municipal Code Section 1-13 and adding Subsections 1-13.1 and 1-13.2 of the Cypress Municipal Code to Regulate Use of the City Seal and Logo.

The motion was unanimously carried by the following electronic vote:

AYES: 5 COUNCIL MEMBERS: Chang, Peat, Burke, Medrano, Strong Carnahan
NOES: 0 COUNCIL MEMBERS: None

Item No. 14: Timing for Transition of City Attorney Representative In Light of Change of Council Meeting Dates

The City Attorney provided a report on this item.

Mayor Medrano confirmed that there was no public comment on this item.

Council Member Burke asked questions of the City Attorney.

The City Attorney responded and clarified that the City Council may select a successor from the firm and that Bill Wynder is available to serve as City Attorney and is available to meet with Council Members should they wish to meet.

Mayor Pro Tem Chang expressed support for the transition plan and indicated comfort with Bill Wynder assuming the role. Mayor Medrano concurred. No vote was taken, as directions were given to staff.

ITEMS REMOVED FROM CONSENT CALENDAR

Item No. 10: Adopt the 2026 Federal and State Legislative Platform

Mayor Medrano called Item No. 10, which had been removed from the Consent Calendar by Council Members Burke and Chang.

The City Manager indicated staff was prepared to present the item and suggested beginning with questions from the Council Members who removed the item.

Mayor Medrano recognized Council Member Burke.

Mayor Medrano recessed the meeting at 8:50 pm

Mayor Medrano reconvened meeting at 8:57 pm

Mayor Pro Tem Chang discussed the purpose of the legislative platform and expressed concern that portions may be outdated or redundant. Mayor Pro Tem Chang suggested this matter to a future strategic plan or create an ad hoc subcommittee of the City Council and that the City Council only adopt the following initiatives as part of the legislative platform, preserving local control, promoting fiscal responsibility and supporting funding opportunities.

Council Member Burke agreed that the legislative platform may benefit from further review and simplification and suggested postponing the item for additional analysis.

Questions were asked and answered.

Council Member Peat concurred and suggested returning with a redlined version identifying proposed deletions and revisions.

No vote was taken, as directions were given to staff.

CONTINUED ITEMS

None.

ITEMS FROM CITY COUNCIL MEMBERS

Item No. 15: Consideration of a Council Member Request to Discuss City Council Declaration of a Commitment to Protection of Public Safety and Civil Rights with Regard to ICE Enforcement

The Interim City Manager provided a report on this matter.

There were no requests from the public to speak on this matter.

Council Member Strong Carnahan stated her preferences regarding the contents of such a resolution including clarification on the distinction between external task forces and local law enforcement.

Mayor Pro Tem Chang supported Council Member Strong Carnahan's proposed resolution, and in addition proposed staff create an immigration resource website.

Council Member Peat yielded the floor to Chief Lauderback.

Council Member Peat expressed that she was opposed to this item.

Council Member Burke expressed that he would abstain from the item.

Council Member Strong Carnahan made a motion to bring forth a resolution regarding an affirmation of our city's devotion to protecting constitutional rights, including a condemnation of violence and an affirmation of support for our local law enforcement who are following SB 59.

Mayor Pro Tem Chang made a substitute motion to craft a statement from the city outlining our police policies as it relates to cooperating with federal investigations and activity as well as also creating an immigration resources website.

The substitute motion failed for lack of second.

The original motion failed for lack of second.

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

Council Member Rachel Strong Carnahan:

Attended the League of California Cities Mayor and Council Members Academy in Sacramento held January 21-23, 2026.

Council Member Peat:

Participated in the executive board review for the Eagle Scouts. There was one interview with a 16 year old who had already graduated from high school and was enrolled in college studying science. Attended the Cypress Chamber mixer that was held at Modern Cellar as well as the installation of the Board of Directors for ACCOC.

Council Member Burke:

Attended three Orange County Fire Authority meetings the budget subcommittee, the legislative and public affairs subcommittee and the regular board meeting. OCFA board of Directors decided to promote the Interim Fire Chief TJ McGovern to replace the outgoing Fire Chief Brian Fennessy. Also highlighted that City Clerk Lisa Berglund added a translation widget to the city's website that allows users to access City Council agendas and staff reports translated into multiple languages improving accessibility. Reported that the replacement refrigerator and freezer for the Senior Center have been ordered and recognized that city staff have made improvements to the procurement process. Lastly, he expressed his appreciation for Interim Director of Finance and Administrative Services, Steve Charelian.

Mayor Pro Tem Chang:

Attended three boards the Orange County Mosquito and Vector Control reporting that West Nile human cases are down but flea borne typhus is up in 2025 and Orange County had a record year for typhus in humans. Orange County Mosquito and Vector Control will hold an open house February 19, 2026, 1:30 p.m. to 3:00 p.m. Announced that STEAM kits will be available at libraries. Announced that the Orange County point-in-time count is January 27-29, 2026, and encouraged those that can volunteer to do so. Reported that there are 190 support consumers waiting for housing placement and there is bottleneck for housing. Announced that there are changes to Mental Health Services Act since the passing of Proposition 1, changing how funds for mental health services is spent to address homelessness. He further reported that emergency vouchers cuts have been down. Reported that he serves on the Executive Board for the Orange County Public Libraries and that attendance of programs has increased by 8% and most of the increase is in children's programs. There were 20 library staff vacancies across the county that have now been filled.

Mayor Medrano:

Attended the Cypress Chamber mixer that was held at Modern Cellar. Thanked and recognized the Interim Director of Finance and the entire finance team for a successful audit.

COUNCIL MEMBER ITEMS FOR FUTURE CONSIDERATION

Council Member Peat Request Approval of Proclamation Recognizing the 60th Anniversary of Woman's Club of Cypress. Mayor Medrano supported the item.

CITY MANAGER REMARKS

Interim City Manager expressed his sincere appreciation to Interim Director of Finance for his exceptional service and for providing continuity over the past months.

ADJOURNMENT

Mayor Medrano adjourned the Regular Meeting at 9:37 p.m. to an adjourned Regular Meeting, to be held on Monday, February 9, 2026, 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

2.

FROM: Lisa Berglund, City Clerk

DATE: 02/23/2026

SUBJECT: Approval of Amendment No. 6 to an Amended and Restated Contract Services Agreement for City Attorney Services

RECOMMENDATION

Approve the attached Amendment No. 6 to the Amended and Restated Contract Services Agreement for City Attorney Services between the City of Cypress and Aleshire & Wynder, LLP.

DISCUSSION

On February 18, 2003, the City entered into an agreement for City Attorney services with Aleshire & Wynder, LLP with William Wynder serving as City Attorney. Since that date, five amendments have been approved by the City Council, the first was to restate the agreement in 2006, the second in 2008 for rate adjustments for legal services, the third in 2014 to appoint Anthony Taylor to serve as City Attorney following William Wynder's two year leave of absence, the fourth in 2020 to appoint Fred Galante to serve as City Attorney, and the fifth in 2022 for rate adjustments for legal services.

The current amendment is to consider the assignment of William Wynder to serve as City Attorney given Fred Galante's inability to attend Council meetings on the new dates approved by the Council. William Wynder, a founding and named partner of Aleshire & Wynder LLP, is proposed as the new primary City Attorney. Mr. Wynder has dedicated his practice to public service, representing and advising a host of cities, planning commissions, successor agencies, housing authorities, and special districts. Over the span of his 40-plus-year legal career, Mr. Wynder has specialized in the fields of municipal governance, land use & zoning law, general public law, municipal litigation, constitutional torts, and election matters. Mr. Wynder has the time and expertise to address the needs of the City of Cypress. Moreover, as a 40+ year resident of the City he and his wife have raised their seven children in the community, its schools, its sports programs, and its community activities.

Fred Galante will continue to assist in litigation matters as the Assistant City Attorney and

as needed to assure a smooth transition.

BUDGET IMPACT

There is no fiscal impact for the assignment of a new City Attorney.

LEGAL REVIEW

The City Attorney prepared this staff report and the sixth amendment.

APPROVED BY: Sean Joyce, Interim City
Manager

Attachments

City Attorney Contract Sixth Amendment
Attorney Wynder Profile

AMENDMENT NO. 6 TO THAT CERTAIN
AMENDED & RESTATED CONTRACT SERVICES AGREEMENT
FOR CITY ATTORNEY SERVICES

This AMENDMENT NO. 6 to that certain AMENDED & RESTATED CONTRACT SERVICES AGREEMENT (herein the “Amendment”), is effective as of the 23rd day of February, 2026, by and between the City of Cypress, a charter city & municipal corporation (herein the “CITY”) and Aleshire & Wynder, LLP, a California limited liability partnership (hereinafter referred to as “ATTORNEY”).

RECITALS

A. CITY has previously retained ATTORNEY pursuant to the terms and conditions of that certain AMENDED & RESTATED CONTRACT SERVICES AGREEMENT (the “Agreement”) dated on or about July 10, 2006.

B. CITY and ATTORNEY have previously amended the Agreement by that certain Amendment No. 1 to the Agreement dated on or about July 1, 2008, Amendment No. 2 to the Agreement dated December 1, 2014, Amendment No. 3 to the Agreement dated October 26, 2020, Amendment No. 4 to the Agreement dated July 1, 2021, and again by Amendment No. 5 dated September 26, 2022.

C. The parties desire now to further amend such Agreement to designate William Wynder as City Attorney effective March 9, 2026 as set forth hereinafter in this Amendment.

COVENANTS:

In consideration of the foregoing Recitals and for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, CITY and ATTORNEY agree as follows:

Section 1. Section 1.0 of the Agreement is amended to read, in its entirety, as follows:

“City hereby appoints ATTORNEY to act as its City Attorney and counsel to its Successor Agency. Effective March 9, 2026, William Wynder of Aleshire & Wynder, LLP, is appointed as Cypress City Attorney. ATTORNEY represents that it employs, or will employ at its own expense, all personnel required for the satisfactory performance of any and all tasks and services set forth herein. ATTORNEY shall not replace the designated City Attorney (or any successors to such person) without the City Council’s prior approval, except as from time to time necessary due to illness or vacation scheduling, in which case approval of a substitute attorney shall be obtained from the City Manager, or his/her designee.”

Section 2. Section 8.0 of the Agreement is hereby amended, in its entirety, to

read as follows:

“Notices required pursuant to this Agreement shall be given by personal service upon the party to be notified, or by delivery of same into the custody of the United States Postal Service, or its lawful successor; postage prepaid and addressed as follows:

CITY: City of Cypress
5275 Orange Avenue
Cypress, California 90630
Attention: City Manager

ATTORNEY: Aleshire & Wynder, LLP
18881 Von Karman Avenue , Suite 1700
Irvine, California 92612
(949) 223-1170 (office)
(949) 223-1180 (fax)
wwynder@awattorneys.com
Attention: William Wynder, Esq.

Service of a notice by personal service shall be deemed to have been given as of the date of such personal service. Notice given by deposit with the United States Postal Service shall be deemed to have been given two (2) consecutive business days following the deposit of the same in the custody of said Postal Service. Either party hereto may, from time to time, by written notice to the other, designate a different address or person which shall be substituted for that specified above. ”

Section 3. Except as set forth herein, all other terms, conditions, and provisions of the Agreement, as amended, shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have executed and entered into this Amendment as of the date stated below for execution by the Mayor.

CITY OF CYPRESS,
a charter city & municipal corporation

By: _____
Leo Medrano, Mayor

ATTEST:

Lisa Berglund, City Clerk

ALESHIRE & WYNDER, LLP

By: _____
Fred Galante
of ALESHIRE & WYNDER, LLP

[END OF SIGNATURES]

ATTORNEY PROFILE



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Irvine, CA 92614

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wwynder@awattorneys.com

WILLIAM J. WYNDER

Founding Partner

Mr. Wynder is one of two named partners instrumental in forming the Firm in 2003. For some 21 years since then, Mr. Wynder has dedicated his practice to public service, representing and advising a host of cities, planning commissions, successor agencies, housing authorities, and special districts. Over the span of his 40-plus-year legal career, Mr. Wynder has specialized in the fields of municipal governance, land use & zoning law, general public law, municipal litigation, constitutional torts, and election matters. Mr. Wynder has served as City Attorney in five cities, with an average tenure of close to 15 years providing legal advice to these communities. Prior to December 2023, Mr. Wynder served as the City Attorney for the cities of Glendora, nestled at the base of the scenic San Gabriel Mountains, and Rancho Palos Verdes, located on the Palos Verdes Peninsula overlooking the Pacific Ocean (you may have read about the landslide devastating this beautiful community). Last December, Mr. Wynder stepped down as a “full-time” partner. While he continues in his role as City Attorney for the City of Rancho Palos Verdes, Mr. Wynder will work on special projects for the Firm, including such matters as assisting the City of Carson in the enforcement and collection of its Oil Industry Business License tax involving that city’s major oil refineries. Mr. Wynder is looking forward to enjoying more time pursuing his outside interests. He, and his wife Carol, are the parents of seven children and the grand-parents of 17 perfect grand-children.

PRACTICE AREAS

- ▶ Land Use & Zoning
- ▶ Public Contracts
- ▶ Elections Law
- ▶ Litigation & Appellate Law
- ▶ Risk Management
- ▶ Coastal Act

PUBLIC OFFICE

- ▶ City Attorney for the City of Rancho Palos Verdes

EDUCATION

- ▶ Pepperdine University School of Law, JD, cum laude, 1978
- ▶ University of Utah, BA, magna cum laude, 1975

ADMISSIONS

- ▶ State Bar of California
- ▶ United States Supreme Court
- ▶ US Court of Appeals, 6th Circuit
- ▶ US Court of Appeals, 9th Circuit
- ▶ US District Court, Central District of California
- ▶ US District Court, Eastern District of California
- ▶ US District Court, Northern District of California
- ▶ US Tax Court

REPRESENTATIVE MATTERS:

Mr. Wynder was part of a team of litigators who obtained a landmark published ruling from the United States Court of Appeals for the Ninth Circuit reversing a nearly \$8 million trial verdict against firm client the City of Carson.

He further briefed and argued an appeal involving in a dispute, spanning almost 13 years, and two trips to the California Court of Appeals. In response to Bill’s arguments, the California Court of Appeals, in a published opinion reported at Carson Harbor Village v. City of Carson (2015) 239 Cal.App.4th 56, acknowledged the error of its prior opinion and ruled in favor of the City.

Mr. Wynder has extensive appellate experience and has acted as counsel (or amicus) in more than a dozen published state and federal appellate decisions, including:

- ▶ 218 Properties, LLC v. City of Carson (2014) 226 Cal.App.4th 182
- ▶ Colony Cove Properties, LLC v. City of Carson (2013) 220 Cal.App.4th 840
- ▶ Pacific Palisades Bowl Mobile Estates, LLC v. City of Los Angeles (2012) 55 Cal.4th 783 (as amicus curiae)
- ▶ Colony Cove Properties, LLC v. City of Carson (9th Cir. 2011) 640 F.3d 948
- ▶ Colony Cove Properties, LLC v. City of Carson (2010) 187 Cal.App.4th 1487
- ▶ El Dorado Palm Springs, Ltd. v. City of Palm Springs, 96 Cal.App.4th 1153 (2002)

Mr. Wynder succeeded in expanding the protections afforded taxpayers and every public agency in California under Government Code § 1090 (one of the State’s important conflict of interest statutes).

In Carson Redevelopment Agency v. Padilla (2006) 140 Cal.App.4th 1323, the Court of Appeals extended the reach of Section 1090 to include a governmental decision to award a contract to private party defendant who was the victim of extortion by a corrupt public official (the court declared the contract void and required the private party defendant to disgorge \$1 million in financial benefits back to the local municipality).



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

3.

FROM: Sean Joyce, Interim City Manager

DATE: 02/23/2026

SUBJECT: Adoption of Media Relations Policy

RECOMMENDATION

Approve the attached proposed media relations policy guiding how the City will initiate and respond to media concerning city operations and City Council policy deliberations/decisions.

DISCUSSION

The City lacks a City Council-adopted policy guiding how we manage media relations and by what authority individuals are designated to speak on behalf of the organization. The broader purpose of the proposed policy is to express organizational commitment to transparency and open communication with the public. With the benefit of an explicit media relations policy, we can be agile and consistent when engaging with the media.

It is noted that adoption of a media relations policy is an objective of the strategic plan.

BUDGET IMPACT

There are no known financial implications of this policy.

LEGAL REVIEW

The City Attorney has reviewed this report.

APPROVED BY: Sean Joyce, Interim City
Manager

Attachments

Proposed City Media Relations Policy



City Council Policy/Procedure

Media Relations

Reference: Minute Action of XXXXXXXX

Media Relations Policy

1. Purpose

The City of Cypress is committed to transparency and open communication with the public. All media interactions must be coordinated to ensure that information is accurate, consistent, and aligned with the City's mission and strategic goals.

This policy shall apply to all media interactions at all times, except during a declared crisis or emergency, during which media relations shall be governed by the City's Emergency Operations Plan as noted in item 13.

2. Designated City Staff Spokespersons

The City Manager serves as the City's primary spokesperson and is responsible for coordinating all media relations on behalf of the City of Cypress, either directly or through a designated media relations representative.

All City employees shall promptly refer all media inquiries to the City Manager, and the City Manager shall determine whether the inquiry should be addressed directly or referred to an appropriate department director, public safety official, designated media relations representative or other subject-matter expert, as appropriate.

For purposes of this policy a "designated media relations representative" refers to a Public Information Officer (PIO) or communications contractor expressly authorized by the City Manager to act on the City's behalf in media relations matters.

MATTERS RELATED TO PUBLIC SAFETY

For matters related to public safety, Orange County Fire Authority (OCFA) representative and the City's Police Chief may handle routine requests from the media that are within their area of expertise without prior notification of the City Manager.

To the extent practicable, OCFA's representative and the City's Police Chief shall notify the City Manager of significant events or issues that may be of interest to the community or media.

CITY COUNCIL SPOKESPERSON CONCERNING CITY COUNCIL POLICY

The Mayor is the official spokesperson for the City Council on City policy. Because the Mayor is the designated representative of the Council to present and speak on the official City position, Councilmembers must be clear about whether comments represent the official City position or a personal viewpoint.

Council members are frequently contacted by the media for quotes and background information. The following tips for communication with the media are submitted for reference:

- A. After the City Council has taken a position on an issue, official correspondence should reflect this position. While Councilmembers who may disagree with a position are free to prepare correspondence on such issues; City letterhead and staff support should not be utilized.
- B. Assume you are always “on the record.” Most members of the media represent the highest levels of journalistic integrity and ethics and can be trusted to keep their word. However, one bad experience could be catastrophic.
- C. Choose words carefully and cautiously. Comments taken out of context can cause problems. Therefore, be cautious about use of humor, sarcasm, or word play.

3. Potential Controversial Issues

Only the City Manager or the City Manager’s designated media relations representative may address questions from the media on sensitive issues, including topics that may affect City policy and/or matters that may ultimately result in Council action.

4. Release of Information

News releases shall be prepared by the City Manager or the City Manager’s designated media relations representative before they are released to the media. The City Manager will have final approval on all news releases except announcements regarding special events and routine activities.

The City Manager or the City Manager’s designated media relations representative are responsible for maintaining media distribution lists and distributing news releases to local media outlets.

a) Exception

Police and OCFA responses to emergencies in the community may be reported directly to the media by a designated department spokesperson with the approval of the OCFA Fire Chief or Police Chief or their designee. Investigations and routine community relations activities may also be reported directly to the media by the designated Fire Authority or Police Department spokespersons. All news releases should also be copied to the City Manager.

5. Scope

This policy applies to all City employees, elected officials, contractors, and volunteers who may interact with the media on behalf of the City of Cypress.

6. Definitions

- **Media:** Includes print, broadcast, and digital outlets such as newspapers, television, radio, blogs, and social media platforms.
- **Spokesperson:** An individual authorized to speak to the media on behalf of the City.
- **Official Statement:** A message approved by the City Manager for public release.

7. Roles and Responsibilities

- **Mayor:** Serves as the official spokesperson for the City Council on City policy.
- **City Manager:** Serves as the primary spokesperson on behalf of the City of Cypress or designates appropriate representatives.
- **Department Directors:** May speak on operational matters only with prior approval of the City Manager.
- **All Employees:** Must refer media inquiries to the City Manager.
- **Designated Media Relations Representative (PIO or contractor):** May speak to the media only with the prior approval of the City Manager.

8. Format

All authorized City representatives should use standard City of Cypress news release stationery and follow City news release format to distribute information to the media. News releases shall include the name, telephone number and designated spokesperson to contact for additional information.

9. City Council Notification

News releases containing controversial or sensitive materials and/or matters relating to public safety shall be distributed to the Mayor and members of the City Council prior to release to the media if practical.

10. Staff Notification of Media Inquiries

All media inquiries received by City staff shall be immediately communicated via e-mail to the City Manager. The e-mail should contain a brief synopsis of the information communicated, the name and phone number of the reporter, the name of the media outlet, and when the story is expected to appear.

City staff should refer media inquiries to the City Manager without making comments. This is especially important in sensitive or controversial situations that could potentially

generate negative media coverage.

If it is determined to be appropriate for the media to speak directly with City staff, the City Manager may authorize and direct the appropriate staff member to respond.

11. Release of Reports

Reports prepared by City staff for submission to the City Council shall not be shared with the media or the general public until the agenda packets have been delivered to the City Council.

12. Confidential Information

News Releases shall not contain information, which is confidential pursuant to provisions of State or Federal statutory or decisional law, or which has been received by the City pursuant to a representation of confidentiality. Documents or information exempt from disclosure pursuant to provisions of the California Public Records Act shall not be contained in any news release without City Attorney approval. No City representative will release public information contrary to the provisions of the California Public Records Act, the Brown Act, the California Penal Code, cases interpreting those statutes, or City of Cypress policy. Any questions related to Public Records Act requests should be directed to the City Clerk's Office and the City Attorney's Office.

13. Guidelines

A. Litigation, Personnel, Election Issues

Due to legal and privacy concerns, any request for information related to litigation, personnel or election issues must be handled by the appropriate department. This information includes private employee information, employee disciplinary actions, matters considered in closed sessions of City Council, certain law enforcement records, matters related to internal and external security, privileged communication records and work products of the City Attorney or special legal counsel, draft correspondence or documents, and records pertaining to litigation where the City is a party.

- Media inquiries regarding pending or ongoing litigation should be referred to the City Attorney's Office.
- Questions regarding personnel issues or matters should be referred to the Human Resources Department.
- Any inquiries regarding election or campaign issues should be referred to the City Clerk's Office.

In all cases, especially if there is any question as to which department should respond to the inquiry, the department should notify the City Manager about the inquiry.

B. Personal Points of View

City staff members and members of boards, committees and commissions have a right to their personal points of view and the freedom to express their opinions. Any staff

member that identifies themselves as an employee of the City of Cypress must clearly indicate that said opinions do not represent those of the City but are the employee's personal opinions. In addition, media contact made as a private citizen may not be communicated or prepared on City time, stationery, equipment or in any way at City expense.

C. General or Routine Media Requests (events, meetings, etc.)

Routine media requests may be handled by any employee if the information provided is of a factual, incidental or inconsequential nature such as confirming a meeting time or providing scheduling, location or other routine information about a City event or activity.

Any questions, opinions, or requests that extend beyond this limited scope shall be immediately referred to the City Manager.

D. City-initiated Media Contacts / Information Distribution

Proactive media contacts should be made by the City Manager (or the City Manager's media relations representative) or the Police and OCFA Public Information Officers. This includes issuing news releases and media advisories and making proactive, personal contact with news reporters or editors requesting coverage.

All staff, including the Designated Spokespersons must work through the City Manager or the Police and Fire Authority Public Information Officers when initiating media contact.

E. Errors in Reporting

Reporting errors should be brought to the attention of the City Manager. The City Manager will determine if the reporter should be contacted about the error.

F. Crisis or Emergency Issues

During a crisis or an emergency as defined in Cypress Municipal Code Section 8A-2, all media relations will follow the guidelines specified in the City's emergency operations plan.



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

4.

FROM: Sean Joyce, Interim City Manager

DATE: 02/23/2026

SUBJECT: Request Approval of Proclamation Recognizing the 60th Anniversary of Woman's Club of Cypress

RECOMMENDATION

Approve the proposed proclamation.

SUMMARY

General Federation of Woman's Club of Cypress marks its 60th anniversary in March 2026. A proclamation has been prepared for City Council adoption. If approved February 23, the Club will be invited to the March 10 City Council meeting to receive the proclamation from the Mayor and City Council.

DISCUSSION

GFWC Woman's Club of Cypress is a nonprofit 501(c)(3) organization dedicated to supporting and empowering the Cypress community through club programs and projects. The mission of the 120+ members is to make a positive impact within our community and beyond by way of Volunteering, Philanthropy, and Member Get-Togethers. Its community service programs include a focus on arts & culture, Civic engagement and outreach, education and libraries, environmental stewardship, and health and wellness.

BUDGET IMPACT

None.

LEGAL REVIEW

No legal review was sought for this item.

APPROVED BY: Sean Joyce, Interim City
Manager

Attachments

Resolution

**IN RECOGNITION OF GFWC WOMAN'S CLUB OF CYPRESS FOR
THEIR 60 YEARS OF VOLUNTEER SERVICE AND COMMUNITY
IMPACT TO THE CITY OF CYPRESS**

WHEREAS, the General Federation of Women's Clubs (GFWC) is an international women's organization of 63,000 members dedicated to community improvement by enhancing the lives of others through volunteer service; and

WHEREAS, the California Federation of Women's Clubs (CFWC) is a statewide non-profit service organization with 10,000 members, with clubs across the state offering leadership and personal growth opportunities to members while enriching the lives of others through philanthropic service; and

WHEREAS, GFWC Woman's Club of Cypress, a member of CFWC Orange District, was formed on March 7, 1966, with twenty-five members and a motto of "Friendship with a Purpose"; and

WHEREAS, the GFWC Woman's Club of Cypress marks 60 years of community involvement. Its 121 members commit themselves to improvement, volunteering, and charity, contributing 11,000 volunteer hours each year while donating thousands of dollars to over fifty community projects; and

WHEREAS, the GFWC Woman's Club of Cypress centers its efforts on five community service programs; Arts & Culture, Civic Engagement & Outreach, Education & Libraries, Environment, and Health & Wellness as well as two special programs: Advocates for Children and Domestic & Sexual Violence Awareness and Prevention; and

WHEREAS, the GFWC Woman's Club of Cypress focuses on its projects on veterans, seniors, students, foster children, individuals with disabilities, and families in need, while also donating to shelters, food banks, national forests, and libraries; and

WHEREAS, the GFWC Woman's Club of Cypress partners with and supports numerous local organizations and events in the City of Cypress, including the Boys & Girls Club, Cypress schools, Cypress College Foundation, Cypress Library, Cypress Champions Baseball, Meals on Wheels and Kindness Bags, Royal Family Kids Camp, Adopt-A-Family, Cypress Police Foundation, and city-wide events like Cypress Police Open House, Salute to America, and Cypress Women's Conference; and

WHEREAS, through their dedication and achievements, the GFWC Woman's Club of Cypress has made a lasting impact on the community.

NOW, THEREFORE, LET IT BE PROCLAIMED, that the City Council of the City of Cypress does hereby recognize and extend congratulations to GFWC Woman's Club of Cypress for their 60th year of serving the City of Cypress and our surrounding community.

Leo Medrano
MAYOR OF THE CITY OF CYPRESS
Dated: February 23, 2026



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

5.

FROM: Sean Joyce, Interim City Manager

DATE: 02/23/2026

SUBJECT: Second Reading of an Ordinance Amending Chapter 2 (Administration), Article X (Campaign Finance Reporting) of the Cypress Municipal Code by Adding New Sections 2-128.1 and 2-128.2 Establishing a Local Campaign Contribution Limit and Disclosure of Top Contributors

RECOMMENDATION

Conduct Second Reading and Adopt an Ordinance Amending Chapter 2 (Administration), Article X (Campaign Finance Reporting) of the Cypress Municipal Code by Adding New Sections 2-128.1 and 2-128.2 Establishing a Local Campaign Contribution Limit and Disclosure of Top Contributors.

SUMMARY

On February 9, the City Council approved the first reading, by title only, of an Ordinance on Campaign Finance Reform. If approved, the ordinance will become effective March 25, 2026.

BUDGET IMPACT

None.

LEGAL REVIEW

The City Attorney collaborated with Council Member Burke on the preparation of the ordinance and reviewed this staff report.

APPROVED BY: Sean Joyce, Interim City
Manager

Attachments

Ordinance

ORDINANCE NO. ____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CYPRESS,
CALIFORNIA, AMENDING CHAPTER 2 (ADMINISTRATION), ARTICLE X
(CAMPAIGN FINANCE REPORTING) OF THE CYPRESS MUNICIPAL
CODE BY ADDING NEW SECTIONS 2-128.1 AND 2-128.2 ESTABLISHING
A LOCAL CAMPAIGN CONTRIBUTION LIMIT AND DISCLOSURE OF TOP
CONTRIBUTORS

WHEREAS, the California Political Reform Act of 1974 (“Political Reform Act”), Government Code Section 81000, et seq., was amended by the voters in 1988 to impose contribution limitations for statewide offices, and authorized local jurisdictions to enact their own contribution limits or other prohibitions; and

WHEREAS, effective January 1, 2021, AB 571 establishes a default campaign contribution limit and other campaign regulations for cities and counties without local campaign contribution limits, while continuing to authorize counties and cities to establish their own contribution limits for their elective offices; and

WHEREAS, in enacting this Ordinance, the City Council finds and declares that moderate monetary contributions to political campaigns are a legitimate form of participation in the American political process. It is the policy of this City to protect the integrity of the electoral process, and to serve the best interests of the citizens of this City by regulating campaign finance; and

WHEREAS, inherent in the high cost of election campaigning is the problem of improper influence, real or potential, exercised by campaign contributors over elected officials. It is the purpose and intent of the City Council in enacting this Ordinance:

To place realistic and enforceable limits on the amounts of money that may be contributed to political campaigns in city elections.

To preserve an orderly political forum in which individuals may express themselves effectively.

To prevent the exercise by campaign contributors of potential undue or improper influence over elected officials.

To promote participation in government and foster trust that the democratic process is not subverted by affluent special interest groups.

To inform the public of the sources and objects of campaign contributions and expenditures; and

WHEREAS, Cypress Municipal Code Chapter 2, Article X provides for Campaign Finance Reporting, and new Sections 2-128.1 (Limitation on Campaign Contributions) and 2-128.2 (Disclosure of Top Contributors on Independent Expenditure Advertisements) will be added to address campaign contribution amounts and disclosure requirements as well as renaming the Article X to “Campaign Finance Reporting and Contribution Limits”; and

WHEREAS, the City Council (the “City Council”) of the City of Cypress (the “City”) now desires to adopt local campaign contribution limits and other campaign regulations as Sections 2-128.1 and 2-128.2 in Chapter 2, Article X of the Cypress Municipal Code.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF CYPRESS DOES ORDAIN AS FOLLOWS:

SECTION 1. Recitals Incorporated. The City Council hereby specifically finds that all of the facts set forth in the above Recitals are true and correct and incorporated herein as findings of the City Council.

SECTION 2. Amendment. Chapter 2, Article X of the Cypress Municipal Code is hereby revised to rename the title from “CAMPAIGN FINANCE REPORTING” to read “CAMPAIGN FINANCE REPORTING AND CONTRIBUTION LIMITS”.

SECTION 3. Amendment. Chapter 2, Article X of the Cypress Municipal Code is hereby amended to revise Subsection 2-127 entitled “Definitions” and to add two new subsections, Subsection 2-128.1 entitled, “Limitations on Campaign Contributions” and Subsection 2-128.2 entitled “Disclosure of Top Contributors on Independent Expenditure Advertisements:” to read as follows, with all other Subsections of Chapter 2, Article X remaining unmodified and in full force and effect (deleted text shown in ~~strike through~~, added text shown in ***bold italics***):

“2-127 Definitions

The definitions set forth in the Political Reform Act of 1974 as amended (Government Code Section 82000 et seq.) shall govern the interpretation of this article, unless otherwise specified herein.

Whenever the following words are used in this article, they shall be construed as follows:

“Advertisement” means any general or public communication which is authorized and paid for by a committee for the purpose of supporting or opposing a candidate(s) for municipal elective office or a municipal ballot measure(s). A communication that expressly advocates for or against a clearly identified municipal candidate(s) or measure(s), as defined in Government Code Section 82025, supports or opposes a candidate(s) for municipal elective office or a municipal ballot measure(s). Advertisement excludes communications paid for by a candidate or candidate-controlled committee established for elective office for the controlling candidate and communications from an organization to its members other than a communication from a political party to its members. Advertisement includes print and written advertisements, including mass mailings (as defined in Government Code Section 82041.5 and includes email),

newspaper ads, and flyers. This article does not apply to small promotional items such as pens, pencils, mugs, clothing, skywriting or other items where the required disclosures are impracticable or cannot be reasonably printed or displayed in an easily legible typeface. This article does not apply to video or audio advertisements.

"Candidate" means any individual who is listed on the ballot, or who has begun to circulate nominating petitions or authorized others to circulate petitions on his or her behalf, for nomination for or election to a city office, or who receives a contribution or makes an expenditure or gives his or her consent for any other person to receive a contribution or make an expenditure with a view to bringing about his or her nomination or election to a city office, whether or not the specific intent to seek nomination or election to the city office is known at the time the contribution is received or the expenditure is made, and whether or not he or she has announced his or her candidacy or filed a declaration of candidacy at that time. "Candidate" also includes any person holding a city office.

"City office" means an elected office of the city, including the city council, or any other office which shall become elective in the future.

"City measure" means a measure or proposition, initiated pursuant to Elections Code §§ 9200 et seq., 9235 et seq., or 9255 et seq., which is intended to be or is being voted on in a city election.

"Committee" means any person or combination of persons who, for political purposes relating to a city election, directly or indirectly receive contributions in any forty-eight-month period, or who directly or indirectly makes expenditures in any forty-eight-month period. "Committee" includes controlled committees.

"Contribution" means a (i) payment, a forgiveness of a loan, a payment of a loan or pledge of security for a loan or an enforceable promise to make a payment, by anyone other than a candidate, his or her spouse, or the candidate's parents except to the extent that full and adequate consideration is received, unless it is clear from the surrounding circumstances that it is not made for political purposes; (ii) forgiveness of a debt or other obligation to pay for goods or services rendered, or reduction of the amount of a debt or other obligation to pay for goods or services rendered resulting from a settlement of a claim disputed by the candidate or committee, unless it is clear from the circumstances that the amount of the reduction was reasonably based on a good faith dispute and not for political purposes; and (iii) any expenditure made at the behest of a candidate or controlled committee, unless full and adequate consideration is received by the maker of the expenditure.

(1) The term "contribution" shall also include the purchase of tickets for events such as dinners, luncheons, rallies and similar fund-raising events; a candidate's own money or property used on behalf of his or her candidacy; the granting of discounts or rebates not extended to the public generally; the granting of discounts or rebates by television or radio stations or newspapers which are not extended on an equal basis to all candidates for the same office; and the payment of compensation by any person for the rendition of personal services or expenses of any other person, or the rendition of personal services or the payment of expenses by any person, if such services are rendered or expenses incurred on

behalf of a candidate or committee without payment of full and adequate consideration by the candidate or committee.

(2) The term "contribution" shall also include:

(a) The cost of any meeting or fund-raising event held in public or private facilities in honor or on behalf of a candidate or committee having a value of \$100 or greater, and

(b) ***Anything of value provided to or for the benefit of a candidate or committee, but not including volunteer personal or professional services as long as there is no understanding of reimbursement.*** ~~Volunteer personal services or payments made by a person for his or her own travel expenses even if such payments are made voluntarily without any understanding or agreement that they shall be, directly or indirectly, repaid to him or her having a value of \$100 or greater.~~

(3) A contribution is made on the date the payment, forgiveness of debt or loan, expense or donation is actually received or the date when an irrevocable pledge to make a payment, forgive a debt or loan, or incur an expense or make a donation is actually made, whichever is earlier.

"Controlled committee" means a committee which is controlled directly or indirectly by a candidate, or which acts jointly with a candidate in connection with his or her campaign. A candidate controls a committee if he or she, his or her agent, or any other committee he or she controls has a significant influence on the actions or decisions of the committee.

"Cumulative contribution" means the cumulative amount of contributions received by a committee beginning twelve (12) months before the date of the expenditure and ending seven (7) days before the time the advertisement is sent to the printer.

"Earmarked funds" means any of the following:

(1) The contributor solicited and received the funds from donors for the purpose of making a contribution to the committee paying for the advertisement.

(2) The funds were given to the contributor subject to a condition, agreement or understanding with the donor that all or a portion would be used to make a contribution to the committee paying for the advertisement, including the identification of the committee as a potential recipient.

(3) The contributor had existing funds from a donor and a subsequent agreement or understanding was reached with the donor that all or a portion of the funds would be used to contribute to the committee paying for the advertisement, including the identification of the committee as a potential recipient.

(4) The funds were promised, subject to an enforceable promise, to the contributor subject

to a condition, agreement or understanding with the donor that all or a portion would be used to make a contribution to the committee paying for the advertisement, including the identification of the committee as a potential recipient.

"Election" means any primary, general or special election held in the city, and includes any recall election.

"Expenditure" means a payment, a forgiveness of a loan, pledge of security for a loan, or a payment of a loan by anyone other than a candidate or his or her spouse, or an enforceable promise to make any of the above, unless it is clear from the surrounding circumstances that it is not made for political purposes. An expenditure is made on the date the payment is made or on the date consideration, if any, is received, whichever is earlier.

"Independent expenditure" means any expenditure or donation of anything of value, including the gratuitous rendition of services having a value of \$100 or greater, made by any person in connection with a communication which expressly supports or opposes the nomination, election, defeat, or recall of a candidate(s) for city office, city measure(s), or otherwise unambiguously urges a particular result in a city election. An independent expenditure is made on the date the payment is made, services are rendered, or consideration, if any, is received, whichever is earlier.

"Payment" means a payment, reimbursement, distribution, transfer, loan, advance, deposit, gift or other rendering of money, property services or anything else of value, whether tangible or intangible.

"Person" means an individual, proprietorship, firm, partnership, joint venture, syndicate, business trust, company, corporation, association, committee, labor union, and any other organized group of persons acting in concert.

"Political Reform Act" shall mean the Political Reform Act of 1974, as amended, Government Code §§ 81000 et seq., as it may be amended from time to time.
(Ord. No. 978, § 1, 8-24-98)

"Top contributors" means the persons from whom the committee paying for an advertisement has received its five (5) highest cumulative contributions, provided that each person's cumulative contributions total at least two thousand five hundred dollars (\$2,500.00). If fewer than five (5) persons have made cumulative contributions of two thousand five hundred dollars (\$2,500.00) or more, 'top contributors' means all such persons.

(1) If two (2) or more contributors of identical cumulative amounts qualify as top contributors, the most recent contributor shall be listed before any other top contributor of the same amount in any disclosure required by this article.

(2) If a contributor appears to qualify as a top contributor but received earmarked funds to make all or part of the contribution, the person, entity or committee that earmarked the funds and provided the funds to the contributor shall instead be disclosed as the top contributor. The person, entity or committee that transferred earmarked funds shall disclose

the true source of the funds to the committee receiving the earmarked funds at the time the funds are promised or transferred.”

“§ 2-128.1 Limitations on campaign contributions.

(a) No individual, proprietorship, firm, partnership, joint venture, syndicate, business trust, company, corporation, limited liability company, association, committee (including both controlled and independent committees), labor union, or any other organization or group of persons acting in concert shall make to a candidate for elective city office, and no candidate for elective city office shall accept from any such person or entity, campaign contributions totaling more than one thousand two hundred fifty dollars (\$1,250.00) per election.

(b) A contribution shall not be considered accepted if it is not negotiated, deposited, or utilized and, in addition, is returned to the donor within fourteen (14) days of receipt.

(c) The provisions of this section do not apply to a candidate's contributions of the candidate's personal funds to the candidate's own campaign.

(d) Adjustment The contribution limits set forth in this section shall be adjusted every odd-numbered year, starting in 2029. The City Clerk shall adjust the contribution limits to reflect any changes in the Consumer Price Index for the Orange County area for the two-year period ending on December 31st of the previous year. Adjustments shall be rounded to the nearest \$10.00. The City Clerk shall publish

§ 2-128.2 Disclosure of Top Contributors on Independent Expenditure Advertisements

(a) In addition to required disclosures under the Political Reform Act, any advertisement paid for by a committee shall disclose the names of the top contributors to the committee paying for the advertisement. Following the identification of the committee as required under the Political Reform Act, the advertisement shall disclose the names of the top contributors. If fewer than five (5) contributors qualify as top contributors, only those contributors that qualify shall be disclosed. If no contributors qualify as top contributors, no top contributor disclosure is required. The disclosure shall read: "Major funding by (name and occupation or business interest, and city of residence or principal place of business)," identifying the top contributors to the committee paying for the advertisement.

(b) Notwithstanding Government Code Section 84505, if a top contributor is a committee, the top three (3) contributors who have each made cumulative contributions of at least two thousand five hundred dollars (\$2,500.00) to that committee shall also be disclosed.

(c) Documentation. The following items shall be submitted to the city clerk on the same day the required Fair Political Practices Commission (FPPC) forms in support of the expenditures for the advertisement are filed:

- 1. A copy of the advertisement subject to this section.*

2. *If the FPPC forms supporting the disclosures listed on the advertisement are not FPPC forms filed with the city, identification of the jurisdictions with which the forms are filed and a list of forms filed in support of the disclosures.*
3. *A rebuttable presumption shall apply that the advertisement was sent to the printer on the same date as the expenditure listed on the FPPC form filed for the advertisement. This presumption may be overcome by documentation submitted to the city clerk that the advertisement was sent to the printer on a different date.*

(d) Disclosures on Print Advertisements.

1. For the purposes of this section, print advertisement shall mean print and written advertisements, including but not limited to, mailers, flyers, door hangers, yard signs, and billboards.

2. A print advertisement designed to be individually distributed, including, but not limited to, mailers, flyers, and door hangers, shall include the disclosures required in this article, displayed as follows:

(i) The disclosure area shall have a solid white background and shall be in a printed or drawn box on the bottom of at least one (1) page that is set apart from any other printed matter. All text in the disclosure area shall be in a contrasting color.

(ii) The text shall be in an Arial or Arial-equivalent typeface that is easily legible to an average reader or viewer, with a type size of at least ten (10) points.

(iii) The top contributors, if any, shall each be disclosed on a separate horizontal line, in descending order, beginning with the top contributor who made the largest cumulative contributions on the first line. The name of each top contributor shall be centered horizontally in the disclosure area.

3. Notwithstanding subsection (d)(2)(ii), a print advertisement that is larger than those designed to be individually distributed, including, but not limited to, yard signs or billboards, shall include disclosures in Arial or Arial-equivalent typeface with a type size of at least five percent (5%) of the height of the advertisement. The disclosure shall appear on a solid background with sufficient contrast to be easily readable by the average person. Each top contributor shall be disclosed either on a separate horizontal line as set forth in subsection (d)(2)(iii) or separated by commas.

4. Exception. If a committee paying for an advertisement has at least one (1) top contributor, as defined by this article, that also qualifies as a top contributor as defined by California Government Code Section 84501(c), as amended, replaced or renumbered from time to time, the committee shall disclose the contributors from whom it has received its five (5) highest cumulative contributions of two thousand five hundred dollars (\$2,500.00) or more in the manner required for print and electronic media as set forth in California Government Code Sections 84501, et seq., as amended, replaced or

renumbered from time to time. This exception shall not be construed to require disclosure of more than five (5) top contributors.

(e) Enforcement

1. Criminal Enforcement. Any person who knowingly, willfully or negligently violates any provision of Sections 2-128.1 or 2-128.2 is guilty of a misdemeanor. Any person who causes any other person to violate any provision of said Sections 2-128.1 or 2-128.2, or who aids and abets any other person in the violation of any provision of said Sections 2-128.1 or 2-128.2, shall be liable under this Subsection (e). Any monetary penalty for such a violation shall be the maximum amount permitted by law.

2. Civil Enforcement. Any person who intentionally or negligently violates any provision of this article shall be liable in a civil action brought by the city attorney. Where no specific civil penalty is provided, a person may be liable for an amount up to fivethousand dollars (\$5,000) for each violation. Upon collection, any such sum shall be deposited into the city's general fund.

3. Injunctive Relief. The city attorney, or a person residing within the city, may bring an action for injunction relief to enjoin violation of, or to compel compliance with, any provision of this division if the city attorney declines to file such an action. A person other than the city attorney may bring a civil action for violations of this division if the city attorney declines to file a civil action. If a judgment is entered against a defendant in such an action, the private plaintiff shall receive fifty percent (50%) of the amount recovered, and the remaining fifty percent (50%) shall be deposited into the city's general fund. If two (2) or more persons are responsible for any violation of this article, they shall be jointly and severally liable. In determining the amount of liability under this subsection, the court may take into account any mitigating and aggravating factors. No civil action alleging a violation of this article shall be commenced more than two (2) years after the date of the election for which the funds at issue were contributed or expended.”

SECTION 4. Severability. If any section, subsection, sentence, clause, phrase, or portion of this Ordinance, or the application thereof is for any reason held to be invalid or otherwise unenforceable by any court of any competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have enacted each and every section, subsection, sentence, clause, paragraph, or phrase thereof, irrespective of any determination of validity.

SECTION 5. Effective Date. This Ordinance shall take effect thirty (30) days after its adoption.

SECTION 6. Certification. The City Clerk shall certify as to the passage and adoption of this Ordinance and shall cause the same to be published and posted at the designated locations in the City of Cypress.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Cypress at a regular meeting held on the ____ day of February, 2026.

Leo Medrano, Mayor

ATTEST:

Lisa Berglund, City Clerk

STATE OF CALIFORNIA }
COUNTY OF ORANGE } SS

I, LISA BERGLUND, City Clerk of the City of Cypress, DO HEREBY CERTIFY that the foregoing Ordinance was duly adopted at a regular meeting of said City Council held on the _____ day of February, 2026, by the following roll call vote:

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

Lisa Berglund, City Clerk



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

6.

FROM: Stephanie Sikkema, Director of Finance and Administrative Services

DATE: 02/23/2026

SUBJECT: Receive and File the Investment Report for the Month Ended January 31, 2026.

RECOMMENDATION

Receive and file the attached investment report.

DISCUSSION

California Government Code Section 53607 and Cypress Municipal Code Section 2-18(f) requires submission of a monthly investment report to the City Council. As of January 31, 2026, the City had \$191.3 million (current market value) in cash and investments and the interest return (yield) on the public funds investments was 4.12%. 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 January 31, 2026. The Investment Reports consist 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 result in limited yields on City investments.
4. Interfund Investments - Indicates outstanding loans between City funds. There are currently two loans due to the City's Infrastructure Reserve Fund from the Cypress

Recreation and Park District General Fund related to the construction of Lexington Park and the rehabilitation of Arnold Cypress Park.

5. Summary of Cash and Investments Held InTrust - Presents investments held in trust by the Public Agency Retirement Services (PARS) for offsetting unfunded pension liabilities. The pension trust assets can only be used to pay 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 over the long-term on investments held in the pension trust.

As mentioned previously, the City had \$191.3 million (current market value) in cash and investments on January 31, 2026. The investments include Federal Agencies and US Treasuries Debt (\$109.0 million) and Investment Pools (\$81.2 million). The City's bank accounts held \$1.1 million on January 31, 2026.

A portion of the investment portfolio is invested in the State Investment Pool (Local Agency Investment Fund or LAIF) which is managed by investment professionals and provides a diversified investment pool for local agencies to invest. By using the combined size of the participating cities and agencies, the State Pool can provide a competitive yield, liquidity and investment knowledge that otherwise would not be available 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: Sean Joyce, Interim City
Manager

Attachments

Investment Report for the Month Ended January 31, 2026

City of Cypress

Summary of Cash and Investments

As of January 31, 2026

Type	Description	Bank/Agent	Investment Date	Maturity Date	Interest Rate	Carrying Value	Current Market Value (2)
(1) Ckg	General Operating Account	BMO		2/1/2026	-	\$ 1,053,906.83	\$ 1,053,906.83
Pool	Local Agency Investment Fund	State Treasurer		2/1/2026	3.931	41,000,000.00	41,089,440.80
Pool	Local Agency Investment Fund	State Treasurer		2/1/2026	3.931	40,000,000.00	40,087,259.32
FFCB	Federal Farm Credit Bank	BMO	3/2/2023	3/2/2026	4.478	5,000,500.00	5,003,900.00
FFCB	Federal Farm Credit Bank	BMO	9/29/2023	4/20/2026	5.000	4,997,138.54	5,012,600.00
FHLB	Federal Home Loan Bank	BMO	11/30/2023	11/17/2026	4.420	5,009,350.00	5,040,750.00
FHLB	Federal Home Loan Bank	BMO	4/18/2024	4/16/2027	5.000	3,015,000.00	3,017,623.05
FFCB	Federal Farm Credit Bank	BMO	11/21/2024	11/12/2027	4.210	9,984,069.06	10,093,500.00
FNMA	Federal National Mortgage Association	BMO	11/4/2024	7/21/2028	4.152	6,991,754.99	7,012,600.00
TSY	US Treasury Bill	BMO	6/24/2024	7/31/2028	4.288	5,010,926.95	5,067,150.00
FHLB	Federal Home Loan Bank	BMO	2/14/2025	8/14/2028	4.500	5,000,000.00	5,014,250.00
FHLB	Federal Home Loan Bank	BMO	5/27/2025	11/27/2028	4.300	3,135,149.16	3,163,529.25
FHLB	Federal Home Loan Bank	BMO	2/15/2024	2/12/2029	4.411	4,648,372.50	4,676,691.00
FFCB	Federal Farm Credit Bank	BMO	4/18/2024	4/10/2029	4.375	4,954,640.00	5,112,100.00
TSY	US Treasury Bill	BMO	6/24/2024	5/31/2029	4.241	4,733,516.58	4,861,900.00
FHLMC	Federal Home Loan Mortgage Corp	BMO	12/19/2025	6/8/2029	3.995	7,860,000.00	7,856,070.00
TSY	US Treasury Bill	BMO	12/6/2024	9/30/2029	4.032	4,971,448.62	5,033,550.00
FFCB	Federal Farm Credit Bank	BMO	2/19/2025	2/19/2030	4.820	5,000,000.00	5,052,150.00
FHLB	Federal Home Loan Bank	BMO	7/3/2025	7/2/2030	4.000	5,000,000.00	5,023,800.00
FHLB	Federal Home Loan Bank	BMO	9/12/2025	9/3/2030	4.000	5,000,000.00	4,986,600.00
FFCB	Federal Farm Credit Bank	BMO	10/1/2025	10/1/2030	3.750	5,000,000.00	4,994,350.00
FHLB	Federal Home Loan Bank	BMO	11/20/2025	11/20/2030	4.000	5,000,000.00	5,004,650.00
FNMA	Federal National Mortgage Association	BMO	1/27/2026	1/27/2031	3.875	8,000,000.00	8,002,880.00
Ckg	Worker's Comp Account	BMO		2/1/2026	-	50,000.00	50,000.00
Ckg	Liability Account	California Bank & Trust		2/1/2026	-	8,500.00	8,500.00
Cash	Petty Cash	City		2/1/2026	-	8,350.00	8,350.00
						<u>\$ 190,432,623.23</u>	<u>\$ 191,328,100.25</u>
Average Weighted Yield to Maturity:		4.12%					
Average Weighted Days to Maturity:		615.97					

(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 on the City's website.

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

	11/30/2025	+RECEIPTS	(DISBURSEMENTS)	12/31/2025	+RECEIPTS	(DISBURSEMENTS)	1/31/2026
GENERAL							
111/114 GENERAL FUND/GENERAL FUND-GRANTS	\$ 32,451,723	\$ 5,626,557	\$ (3,453,933)	\$ 34,624,347	\$ 6,506,212	\$ (4,613,708)	\$ 36,516,851
SPECIAL REVENUE							
115 PANDEMIC RELIEF	-	-	-	-	-	-	-
212 CRPD-GENERAL FUND	12,562,370	2,746,777	(846,736)	14,462,411	718,897	(276,436)	14,904,872
213 CRPD-PARK DEVELOPMENT	58	-	-	58	-	-	58
221 TRAFFIC SAFETY	15,750	-	-	15,750	8,635	-	24,385
230 STREETS	8,567,614	414,652	(140,362)	8,841,904	506,864	(6,266)	9,342,502
251 LIGHTING DISTRICT #2	4,708,051	612,853	(163,456)	5,157,448	155,977	(158,133)	5,155,292
261 STORM DRAIN	2,213,467	33,794	(44,465)	2,202,796	63,347	(67,210)	2,198,933
262 PLANNED LOCAL DRAINAGE FACILITY	1,182,525	-	-	1,182,525	15,240	-	1,197,765
271 CORP CNTR MAINT DISTRICT #1	199,335	52,934	(18,307)	233,962	-	(4,255)	229,707
280 ASSET SEIZURE	844,547	10,570	(2,709)	852,408	15,348	(71,628)	796,128
291 CABLE TV FRANCHISE AGREEMENT	903,482	-	-	903,482	796	-	904,278
301 SUPPLEMENTAL LAW ENFORCEMENT	88,421	26,513	(14,775)	100,159	27,133	(8,952)	118,340
311 AB 2766 TRIP REDUCTION	34,894	16,855	-	51,749	522	-	52,271
321 SEWER FUND	10,827,788	155,072	(49,601)	10,933,259	251,663	(39,581)	11,145,341
471 LOW AND MODERATE HSG ASSET	41,444	-	(1,391)	40,053	528	-	40,581
CAPITAL PROJECTS							
415 CITY CAPITAL PROJECTS	15,055,037	-	(248,355)	14,806,682	-	(349,233)	14,457,449
416 INFRASTRUCTURE RESERVE	51,849,404	-	-	51,849,404	862,220	-	52,711,624
TRUST AND AGENCY							
600 TRUST AND AGENCY	1,841,339	54,700	(62,180)	1,833,859	86,991	(117,813)	1,803,037
611 BUSINESS ASSESSMENT DISTRICT	-	-	-	-	-	-	-
612 CFD #1 ASSESSMENT DISTRICT	153,575	-	-	153,575	-	-	153,575
620 REC & COMM SERVICES FOUNDATION	47,880	800	-	48,680	3,918	-	52,598
INTERNAL SERVICE							
710 CENTRAL SERVICES	4,165,930	254,180	(171,097)	4,249,013	244,827	(160,522)	4,333,318
720 CAPITAL REPLACEMENT	16,157,035	99,675	(1,576)	16,255,134	81,411	(47,063)	16,289,482
730 TECHNOLOGY IMPROVEMENT	2,235,841	-	-	2,235,841	-	-	2,235,841
750 EMPLOYEE BENEFITS	4,642,190	1,472,199	(969,428)	5,144,961	1,237,952	(1,067,804)	5,315,109
760 LIABILITY SELF INSURANCE	1,933,196	69,330	(3,506)	1,999,020	70,331	(13,304)	2,056,047
770 WORKERS COMP SELF INSURANCE	3,464,454	64,837	(72,528)	3,456,763	66,182	(92,487)	3,430,458
OTHER							
811/812 WESTCOMM JPA	5,471,800	100,954	(349,593)	5,223,161	1,003,011	(363,914)	5,862,258
	<u>\$ 181,659,150</u>	<u>\$ 11,813,252</u>	<u>\$ (6,613,998)</u>	<u>\$ 186,858,404</u>	<u>\$ 11,928,005</u>	<u>\$ (7,458,309)</u>	<u>\$ 191,328,100</u>

City of Cypress

INVESTMENTS AT MARKET VALUE BY MATURITY DATE

As of January 31, 2026

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	Totals	Percent
CASH	\$ 1,120,757	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,120,757	0.59%
FFCB	10,016,500	-	10,093,500	-	5,112,100	10,046,500	35,268,600	18.43%
FHLB	-	5,040,750	3,017,623	8,177,779	4,676,691	15,015,050	35,927,893	18.78%
FHLMC	-	-	-	-	7,856,070	-	7,856,070	4.11%
FNMA	-	-	-	7,012,600	-	8,002,880	15,015,480	7.85%
STATE POOL	81,176,700	-	-	-	-	-	81,176,700	42.43%
TSY	-	-	-	5,067,150	9,895,450	-	14,962,600	7.82%
Totals	\$ 92,313,957	\$ 5,040,750	\$ 13,111,123	\$ 20,257,529	\$ 27,540,311	\$ 33,064,430	\$ 191,328,100	100.00%
Percent	48.25%	2.63%	6.85%	10.59%	14.39%	17.28%	100.00%	

CITY OF CYPRESS INTERFUND INVESTMENTS

As of January 31, 2026

Note No.	To/From	Purpose	Issue Date	Scheduled Maturity Date	Interest Rate	Authorized Amount	Total Advances	Repayments To Date	Note Principal Outstanding*
1	CRPD/ City	Lexington Park Construction	02/08/21	06/30/30	2.00%	\$ 12,800,000	\$ 12,293,975	\$ 9,109,308	\$ 3,184,667
2	CRPD/ City	Arnold Cypress Park Construction	11/13/23	06/30/45	2.00%	\$ 33,500,000	\$ 32,335,599	\$ 1,548,801	\$ 30,786,798

\$ 33,971,465

- 1 The Lexington Park note is being repaid with park development fees as they become available. Effective July 1, 2025, the maturity date of the note was extended to June 30, 2030 with an interest rate of 2%.
- 2 Beginning June 30, 2025, the CRPD will repay \$2 million annually (including principal and interest) from available CRPD property taxes over the next 20 years.

City of Cypress
Summary of Cash and Investments Held In Trust

As of January 31, 2026

<u>Fund</u>	<u>Type</u>	<u>Issuer</u>	<u>Maturity Date</u>	<u>One Year Return *</u>	<u>Cost Amount</u>	<u>Current Market Value</u>
<i>PARS Public Agencies Post-Employment Benefits Trust</i>						
<i>Trustee: Public Agency Retirement Services (PARS)</i>						
Section 115 Trust	Pension Trust	Various	Open	12.84%	<u>\$ 28,890,000.00</u>	<u>\$ 40,044,504.13</u>
			Total		<u><u>\$ 28,890,000.00</u></u>	<u><u>\$ 40,044,504.13</u></u>

* 12-month period ending with the current month.



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

7.

FROM: Stephanie Sikkema, Director of Finance and Administrative Services

DATE: 02/23/2026

SUBJECT: Receive and File Register of Warrants, Transfers, and Wires Issued for the Period of December 27, 2025 through February 6, 2026

RECOMMENDATION

Receive and file the attached payment register summarized below for the period of December 27, 2025 through February 6, 2026:

- Electronic Funds Transfers 18565 through 18714
- Warrants 69633 through 69859
- Payroll Transfers W1574 through W1576

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 typically presented each month at the second regularly scheduled meeting of the City Council. 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 December 27, 2025 through February 6, 2026 are \$5,296,285.30.

LEGAL REVIEW

None required.

APPROVED BY: Sean Joyce, Interim City
Manager

Attachments

Payment Register for the Period 12-27-25 through 02-06-26

**City of Cypress
Payment Register
12/27/25 - 02/06/26**

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
18565	2170 - US BANK	\$ 992.52	PD Hotel/CA Narcotics Officers Assoc Conference/CR 11/21-11/25	0076 12/10/25	\$ 992.52
18566	2170 - US BANK	\$ 992.52	PD Hotel/CA Narcotics Officers Assoc Conference/HM 11/21-11/25	0076(A) 12/10/25	\$ 992.52
18567	2170 - US BANK	\$ 992.52	PD Hotel/CA Narcotics Officers Assoc Conference/CP 11/21-11/25	0076(B) 12/10/25	\$ 992.52
18568	2170 - US BANK	\$ 992.52	PD Hotel/CA Narcotics Officers Assoc Conference/JO 11/21-11/25	0076(C) 12/10/25	\$ 992.52
18569	2170 - US BANK	\$ (4.50)	PD Credit/Hotel/CA Assoc of Tactical Officers Conf/CP 12/1-12/4	0076(D) 12/10/25	\$ (4.50)
18570	2170 - US BANK	\$ (4.50)	PD Credit/Hotel/CA Assoc of Tactical Officers Conf/JK 12/1-12/4	0076(E) 12/10/25	\$ (4.50)
18571	2170 - US BANK	\$ (4.50)	PD Credit/Hotel/CA Assoc of Tactical Officers Conf/JW 12/1-12/4	0076(F) 12/10/25	\$ (4.50)
18572	2170 - US BANK	\$ 218.00	W/C Sub/Acrobat Pro(2 Licenses) 11/10/25-11/9/26	0781 12/10/25	\$ 218.00
18573	2170 - US BANK	\$ 17.40	W/C Sub/Business Analytics/Reporting Software 11/7-12/6	0781(A) 12/10/25	\$ 17.40
18574	2170 - US BANK	\$ 149.99	W/C Svc/Satellite TV 11/25-12/24	0781(B) 12/10/25	\$ 149.99
18575	2170 - US BANK	\$ 26.83	W/C Data Storage/Amazon Cloud 11/25	0781(C) 12/10/25	\$ 26.83
18576	2170 - US BANK	\$ 1,545.00	Reg/CA Park & Rec Conf & Expo/IK & ER & VB 3/10-3/13	2379 12/10/25	\$ 1,545.00
18577	2170 - US BANK	\$ 19.99	Reg/Responsible Beverage Service Exam/Salute to America/IK 11/18	2379(A) 12/10/25	\$ 19.99
18578	2170 - US BANK	\$ 3.00	State Fee/Responsible Beverage Service/Salute to America 11/18	2379(B) 12/10/25	\$ 3.00
18579	2170 - US BANK	\$ 53.61	Food/Holiday Sing Staff 12/2	2379(C) 12/10/25	\$ 53.61
18580	2170 - US BANK	\$ 17.18	Labeler Tape(6 Rls)/HR 12/5	2873 12/10/25	\$ 17.18
18581	2170 - US BANK	\$ 7.43	Pens(3)/Finance 11/22	3071 12/10/25	\$ 7.43
18582	2170 - US BANK	\$ 125.00	Fee/Special Award/OC Business Council/Comm Development 12/3	3630 12/10/25	\$ 125.00
18583	2170 - US BANK	\$ 450.00	Sub/Real Estate Data Platform/Economic Development/CW 11/25	3630(A) 12/10/25	\$ 450.00
18584	2170 - US BANK	\$ 450.00	Sub/Real Estate Data Platform/Economic Development/CW 12/25	3630(B) 12/10/25	\$ 450.00
18585	2170 - US BANK	\$ 565.69	PD Meals(32)/Volunteer Appreciation Lunch 11/13	4142 12/10/25	\$ 565.69
18586	2170 - US BANK	\$ 93.35	PD Dog Food(1 Bag)/Bono 12/6	4289 12/10/25	\$ 93.35
18587	2170 - US BANK	\$ 843.99	LED Light Bulbs(7)/Arnold Cypress Park 12/22	4313 12/10/25	\$ 843.99
18588	2170 - US BANK	\$ 69.00	Reg/First Aid/CPR/DV 12/13	5178 12/10/25	\$ 69.00
18589	2170 - US BANK	\$ 5.76	Supplies/Senior Camp 12/10	5178(A) 12/10/25	\$ 5.76
18590	2170 - US BANK	\$ 8.61	Supplies/Senior Camp 12/11	5178(B) 12/10/25	\$ 8.61
18591	2170 - US BANK	\$ 17.99	Supplies/Senior Camp 12/10	5178(C) 12/10/25	\$ 17.99

**City of Cypress
Payment Register
12/27/25 - 02/06/26**

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
18592	2170 - US BANK	\$ 52.90	Phone Power Injectors(2) 11/17	5350 12/10/25	\$ 52.90
18593	2170 - US BANK	\$ 242.04	Repair/Computer Dock/Patrol Vehicle 11/25	5350(A) 12/10/25	\$ 242.04
18594	2170 - US BANK	\$ 1,671.60	Sub/IT Network Monitoring System 7/6/25-7/5/26	5350(B) 12/10/25	\$ 1,671.60
18595	2170 - US BANK	\$ 145.46	Meals(8)/Board & Brew/Council Meeting 11/10	5530 12/10/25	\$ 145.46
18596	2170 - US BANK	\$ 85.14	Meals(8)/Pasty Kitchen/Council Meeting 11/18	5530(A) 12/10/25	\$ 85.14
18597	2170 - US BANK	\$ 54.14	Facebook Ads(3)/City Events 11/23	5530(B) 12/10/25	\$ 54.14
18598	2170 - US BANK	\$ 18.54	Erroneous Charge/Reimbursed/SS 12/18	5530(C) 12/10/25	\$ 18.54
18599	2170 - US BANK	\$ 110.00	Sub/Mailchimp/Email Distribution 11/25	5530(D) 12/10/25	\$ 110.00
18600	2170 - US BANK	\$ 176.43	Erroneous Charge/Reimbursed/SS 12/18	5530(E) 12/10/25	\$ 176.43
18601	2170 - US BANK	\$ 40.00	Reg/League of CA Cities OC Division Quarterly Meeting/DB 12/18	5530(F) 12/10/25	\$ 40.00
18602	2170 - US BANK	\$ 100.00	Gift Card(1)/Target/OC City Managers Holiday Party Raffle 12/2	5530(G) 12/10/25	\$ 100.00
18603	2170 - US BANK	\$ 675.00	Reg/League of CA Cities/New Mayor & Council Conf/RSC 1/21-1/23	5530(H) 12/10/25	\$ 675.00
18604	2170 - US BANK	\$ 775.00	Reg/League of CA Cities City Managers Conf/SJ 2/11-2/13	5530(I) 12/10/25	\$ 775.00
18605	2170 - US BANK	\$ 99.00	Sub/OC Business Journal/SJ 12/6/25-2/8/27	5530(J) 12/10/25	\$ 99.00
18606	2170 - US BANK	\$ 139.95	Meals(8)/Togo's/Council Meeting 12/8	5530(K) 12/10/25	\$ 139.95
18607	2170 - US BANK	\$ 24.99	Food/Council Meeting 12/8	5530(L) 12/10/25	\$ 24.99
18608	2170 - US BANK	\$ 675.00	Reg/League of CA Cities/New Mayor & Council Conf/LM 1/21-1/23	5530(M) 12/10/25	\$ 675.00
18609	2170 - US BANK	\$ 10.67	Poster Boards(10)/Sr Center Crafts 11/21	7072 12/10/25	\$ 10.67
18610	2170 - US BANK	\$ 90.82	Canvas Banners(144)/Sr Center Crafts 11/23	7072(A) 12/10/25	\$ 90.82
18611	2170 - US BANK	\$ 23.68	Supplies/Sr Center Crafts 11/25	7072(B) 12/10/25	\$ 23.68
18612	2170 - US BANK	\$ 60.00	Reg/Women In Leisure Meeting/AT & SG 11/24	7072(C) 12/10/25	\$ 60.00
18613	2170 - US BANK	\$ 17.77	Supplies/Sr Center 12/1	7072(D) 12/10/25	\$ 17.77
18614	2170 - US BANK	\$ 43.32	Supplies/Sr Center Crafts 12/4	7072(E) 12/10/25	\$ 43.32
18615	2170 - US BANK	\$ 8.61	Supplies/Sr Center Holiday Event 12/5	7072(F) 12/10/25	\$ 8.61
18616	2170 - US BANK	\$ (10.76)	Credit/Supplies/Sr Center Crafts 12/6	7072(G) 12/10/25	\$ (10.76)
18617	2170 - US BANK	\$ 33.87	Food/Sr Center New Years Event 12/6	7072(H) 12/10/25	\$ 33.87
18618	2170 - US BANK	\$ 95.00	Supplies/Sr Center 12/6	7072(I) 12/10/25	\$ 95.00

**City of Cypress
Payment Register
12/27/25 - 02/06/26**

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
18619	2170 - US BANK	\$ 165.00	Dues/CA Park & Rec Society/GZ 11/1/25-10/31/26	7667 12/10/25	\$ 165.00
18620	2170 - US BANK	\$ 165.00	Dues/CA Park & Rec Society/VB 11/1/25-10/31/26	7667(A) 12/10/25	\$ 165.00
18621	2170 - US BANK	\$ 2,060.00	Dues/CA Park & Rec Society Conf/SG & TB & NG & GZ 3/10-3/13	7667(B) 12/10/25	\$ 2,060.00
18622	2170 - US BANK	\$ (20.00)	Credit/Dues/CA Park & Rec Society/GZ 2025-26	7667(C) 12/10/25	\$ (20.00)
18623	2170 - US BANK	\$ (20.00)	Credit/Dues/CA Park & Rec Society/VB 2025-26	7667(D) 12/10/25	\$ (20.00)
18624	2170 - US BANK	\$ 152.82	Food/Holiday Sing 11/12	8543 12/10/25	\$ 152.82
18625	2170 - US BANK	\$ 46.31	Supplies/Holiday Sing 11/14	8543(A) 12/10/25	\$ 46.31
18626	2170 - US BANK	\$ 58.14	Decor/Holiday Sing 11/14	8543(B) 12/10/25	\$ 58.14
18627	2170 - US BANK	\$ 107.74	Snow Machine(1)/Holiday Sing 11/17	8543(C) 12/10/25	\$ 107.74
18628	2170 - US BANK	\$ 32.28	Supplies/Youth Action Committee Event 11/18	8543(D) 12/10/25	\$ 32.28
18629	2170 - US BANK	\$ 29.08	Carry Case(1)/Giant Game/Teens 11/18	8543(E) 12/10/25	\$ 29.08
18630	2170 - US BANK	\$ 32.16	Food/Playground/Kids Night Out 11/21	8543(F) 12/10/25	\$ 32.16
18631	2170 - US BANK	\$ 599.40	Food/Holiday Sing 12/1	8543(G) 12/10/25	\$ 599.40
18632	2170 - US BANK	\$ 42.88	Food/Youth Action Committee Event 12/3	8543(H) 12/10/25	\$ 42.88
18633	2170 - US BANK	\$ 58.38	Decor/Holiday Sing 11/17	8550 12/10/25	\$ 58.38
18634	2170 - US BANK	\$ 64.65	Decor/Holiday Sing 11/21	8550(A) 12/10/25	\$ 64.65
18635	2170 - US BANK	\$ 202.53	Decor/Holiday Sing 11/21	8550(B) 12/10/25	\$ 202.53
18636	2170 - US BANK	\$ 430.88	Basketballs(48)/Youth Sports 12/1	8550(C) 12/10/25	\$ 430.88
18637	2170 - US BANK	\$ 580.00	Filled Eggs(4K)/Spring Egg Hunt 12/5	8550(D) 12/10/25	\$ 580.00
18638	2170 - US BANK	\$ 145.29	PD Batteries(2)/Clip(1)/Wireless Shoulder Mics 11/10	8578 12/10/25	\$ 145.29
18639	2170 - US BANK	\$ 436.93	PD Motor Glasses(3 Pr) 11/17	8578(A) 12/10/25	\$ 436.93
18640	2170 - US BANK	\$ 1,913.90	Svc/Troubleshoot/Backup Generator/PS #2 11/14	8723 12/10/25	\$ 1,913.90
18641	2170 - US BANK	\$ 352.10	Lunch(10)/North OC Public Works Coalition/NM 12/3	8756 12/10/25	\$ 352.10
18642	2170 - US BANK	\$ 1,260.00	Svc/Quickbase/Bldg/Public Works 12/5-1/4	8756(A) 12/10/25	\$ 1,260.00
18643	2170 - US BANK	\$ 201.69	Recreation Holiday Photo Cards(200) 11/20	9103 12/10/25	\$ 201.69
18644	2170 - US BANK	\$ 56.13	Holiday Decor/Comm Center 12/3	9103(A) 12/10/25	\$ 56.13
18645	2170 - US BANK	\$ 79.08	Holiday Decor/Comm Center 12/3	9103(B) 12/10/25	\$ 79.08

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18646	2170 - US BANK	\$ 3.23	Holiday Decor/Comm Center 12/4	9103(C) 12/10/25	\$ 3.23
18647	2170 - US BANK	\$ 10.00	Svc/Box/Staff Document Review/Engineering 11/29-12/28	9131 12/10/25	\$ 10.00
18648	2170 - US BANK	\$ 26.94	Supplies/Sr Center Volunteer Holiday Party 11/21	9213 12/10/25	\$ 26.94
18649	2170 - US BANK	\$ 16.16	Supplies/Sr Center Volunteer Holiday Party 12/1	9213(A) 12/10/25	\$ 16.16
18650	2170 - US BANK	\$ 67.80	Supplies/Sr Center Volunteer Holiday Party 12/2	9213(B) 12/10/25	\$ 67.80
18651	2170 - US BANK	\$ 26.22	Tree Topper(1)/Sr Center 11/28	9213(C) 12/10/25	\$ 26.22
18652	2170 - US BANK	\$ 11.58	Supplies/Sr Center Volunteer Holiday Party 11/30	9213(D) 12/10/25	\$ 11.58
18653	2170 - US BANK	\$ 8.50	Supplies/Sr Center Volunteer Holiday Party 12/1	9213(E) 12/10/25	\$ 8.50
18654	2170 - US BANK	\$ 47.78	Supplies/Sr Center Volunteer Holiday Party 12/1	9213(F) 12/10/25	\$ 47.78
18655	2170 - US BANK	\$ 35.96	Food/Sr Center 12/4	9213(G) 12/10/25	\$ 35.96
18656	2170 - US BANK	\$ 19.40	Decor/Sr Center/Holiday Celebration 12/4	9213(H) 12/10/25	\$ 19.40
18657	2170 - US BANK	\$ 180.99	Outdoor Waterproof Jackets(3)/Recreation Staff 12/8	9213(I) 12/10/25	\$ 180.99
18658	2170 - US BANK	\$ 116.32	Outdoor Waterproof Jackets(2)/Recreation Staff 12/8	9213(J) 12/10/25	\$ 116.32
18659	2170 - US BANK	\$ 18.31	Tree Storage Bag(1)/Sr Center 12/9	9213(K) 12/10/25	\$ 18.31
18660	2170 - US BANK	\$ 24.23	Supplies/Sr Center Kitchen 12/10	9213(L) 12/10/25	\$ 24.23
18661	2170 - US BANK	\$ 31.24	Decor/Sr Center 12/10	9213(M) 12/10/25	\$ 31.24
18662	2170 - US BANK	\$ 10.23	PD Certificate Holders(25) 12/4	9631 12/10/25	\$ 10.23
18663	2170 - US BANK	\$ 122.09	PD Thigh Holster(1)/Detective Ceja 12/5	9844 12/10/25	\$ 122.09
18664	2170 - US BANK	\$ 232.74	PD Faraday Bags(3)/CIB 12/1	9844(A) 12/10/25	\$ 232.74
18665	2170 - US BANK	\$ 116.16	PD Faraday Bags(2)/CIB 12/9	9844(B) 12/10/25	\$ 116.16
18666	1480 - ARCO BUSINESS SOLUTIONS	\$ 58.30	Fuel/Community Development 12/3-1/2	NP69761237	\$ 58.30
18667	1480 - ARCO BUSINESS SOLUTIONS	\$ 2,119.86	Fuel/Maint 12/3-1/2	NP69761237(A)	\$ 2,119.86
18668	1480 - ARCO BUSINESS SOLUTIONS	\$ 87.73	Fuel/Recreation 12/3-1/2	NP69761237(B)	\$ 87.73
18669	1480 - ARCO BUSINESS SOLUTIONS	\$ 15,535.39	Fuel/Police 12/3-1/2	NP69761237(C)	\$ 15,535.39
18670	100505 - CITY OF CYPRESS-WORKERS COMP	\$ 2,686.97	Workers Comp Claims/Professional Svcs/#28862-28919	Reimb 1/16/26	\$ 2,686.97
18671	100505 - CITY OF CYPRESS-WORKERS COMP	\$ 6,344.45	Workers Comp Claims/Medical/#28862-28919	Reimb(A) 1/16/26	\$ 6,344.45
18672	100505 - CITY OF CYPRESS-WORKERS COMP	\$ 6,906.08	Workers Comp Claims/Permanent Disability/#28862-28919	Reimb(B) 1/16/26	\$ 6,906.08

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18673	100505 - CITY OF CYPRESS-WORKERS COMP	\$ 2,142.66	Workers Comp Claims/Temporary Disability/#28862-28919	Reimb(C) 1/16/26	\$ 2,142.66
18674	2750 - FLORES, KATHERINE	\$ 155.00	Refund/Building Permit/BS-25-2015	Rfd 1/16/26	\$ 155.00
18675	2361 - MAZLOUM, FATEN & ELIAS	\$ 1,000.00	Refund/Recycling Deposit/CDD-25-223/6642 Southampton Dr	Rfd 1/16/26	\$ 1,000.00
18676	2676 - MCKAY, MICHAEL	\$ 281.31	Refund/Building Permit/BS-25-1853	Rfd 1/16/26	\$ 281.31
18677	120801 - MISSION SQUARE	\$ 750.00	W/C RHS 1/26	1/26	\$ 750.00
18678	120801 - MISSION SQUARE	\$ 800.00	Deferred Comp/Exec Mgmt 1/26	401a-1/26	\$ 800.00
18679	120801 - MISSION SQUARE	\$ 15,875.00	Monthly Retiree Health Savings 1/26	1/26(A)	\$ 15,875.00
18680	1608 - ALARM PROGRAM SYSTEMS, LLC	\$ 1,401.41	PD Alarm Permit & False Alarm Collections 12/25	12/25	\$ 1,401.41
18681	119029 - CALIFORNIA DEPT OF TAX AND FEE ADMINISTRATION	\$ 1,271.00	Sales and Use Tax Payable 2025	024-605260-2025	\$ 1,271.00
18682	145 - AUSTIN, CHERYL	\$ 56.52	W/C Retiree Health Care Benefits 2/26	2/26	\$ 56.52
18683	128744 - AYRES, RICHARD	\$ 300.00	Retiree Health Care Benefits 2/26	2/26	\$ 300.00
18684	102038 - BALDWIN, DARRELL	\$ 300.00	Retiree Health Care Benefits 2/26	2/26	\$ 300.00
18685	102087 - BISH, EDWARD	\$ 300.00	Retiree Health Care Benefits 2/26	2/26	\$ 300.00
18686	100101 - BRUCE, THOMAS M	\$ 300.00	Retiree Health Care Benefits 2/26	2/26	\$ 300.00
18687	122419 - CLEMONS, MARK	\$ 350.00	Retiree Health Care Benefits 2/26	2/26	\$ 350.00
18688	129695 - COTE, ROBERT	\$ 300.00	Retiree Health Care Benefits 2/26	2/26	\$ 300.00
18689	128938 - COX, RODNEY	\$ 123.85	Retiree Health Care Benefits 2/26	2/26	\$ 123.85
18690	104003 - ESSEX, CLARE	\$ 706.40	Retiree Health Care Benefits 2/26	2/26	\$ 706.40
18691	129816 - FOSTER, SCOTT	\$ 300.00	Retiree Health Care Benefits 2/26	2/26	\$ 300.00
18692	112187 - HEALY, BRIAN	\$ 50.07	Retiree Health Care Benefits 2/26	2/26	\$ 50.07
18693	100667 - LASSALLE, ISMAEL	\$ 300.00	Retiree Health Care Benefits 2/26	2/26	\$ 300.00
18694	123656 - MANUEL, DEAN	\$ 300.00	Retiree Health Care Benefits 2/26	2/26	\$ 300.00
18695	129700 - MCSHANE, CHRIS	\$ 232.96	Retiree Health Care Benefits 2/26	2/26	\$ 232.96
18696	122 - MORROW, RICHARD L	\$ 300.00	Retiree Health Care Benefits 2/26	2/26	\$ 300.00
18697	391 - NASSER, JOY	\$ 150.00	W/C Retiree Health Care Benefits 2/26	2/26	\$ 150.00
18698	129608 - OLSON, JAMES	\$ 300.00	Retiree Health Care Benefits 2/26	2/26	\$ 300.00
18699	128784 - RAMSEY, KENNETH	\$ 125.00	Retiree Health Care Benefits 2/26	2/26	\$ 125.00

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18700	119027 - RAMSEY, STEVE	\$ 300.00	Retiree Health Care Benefits 2/26	2/26	\$ 300.00
18701	130138 - TIMNEY, MATTHEW	\$ 350.00	Retiree Health Care Benefits 2/26	2/26	\$ 350.00
18702	1024 - VALLEY VISTA SERVICES, INC	\$ 250,101.72	Waste Disposal Fee 12/25	12/25	\$ 250,101.72
18703	40 - WARLAND INVESTMENTS COMPANY	\$ 37,500.00	Development Assistance 2/26	2/26	\$ 37,500.00
18704	122756 - WINTERSOLE, MICHAEL	\$ 300.00	Retiree Health Care Benefits 2/26	2/26	\$ 300.00
18705	168 - CalPERS-Fiscal Services Division	\$ 10,416.00	Pension Payment/Replacement Benefit Fund/COLA Adjustment 2026	18160603	\$ 10,416.00
18706	2752 - HAIRANIAN, DELIA	\$ 500.00	Refund/Recycling Deposit/CDD-25-313/4348 Livermore PI	Rfd 1/30/26	\$ 500.00
18707	2751 - LEE, BRIAN	\$ 1,000.00	Refund/Recycling Deposit/CDD-25-207/5693 Vonnie	Rfd 1/30/26	\$ 1,000.00
18708	100505 - CITY OF CYPRESS-WORKERS COMP	\$ 12,570.22	Workers Comp Claims/Professional Svcs/#28920-28973	Reimb 1/30/26	\$ 12,570.22
18709	100505 - CITY OF CYPRESS-WORKERS COMP	\$ 2,993.49	Workers Comp Claims/Medical/#28920-28973	Reimb(A) 1/30/26	\$ 2,993.49
18710	100505 - CITY OF CYPRESS-WORKERS COMP	\$ 43,587.86	Workers Comp Claims/Permanent Disability/#28920-28973	Reimb(B) 1/30/26	\$ 43,587.86
18711	100505 - CITY OF CYPRESS-WORKERS COMP	\$ 2,152.24	Workers Comp Claims/Temporary Disability/#28920-28973	Reimb(C) 1/30/26	\$ 2,152.24
18712	116005 - PERS - PUBLIC EMPLOYEES RETIREMENT SYS	\$ 222,892.02	Med Insurance/City & Dist 2/26	18182601	\$ 222,892.02
18713	116005 - PERS - PUBLIC EMPLOYEES RETIREMENT SYS	\$ 20,705.95	Med Insurance/West Comm 2/26	18182801	\$ 20,705.95
18714	1247 - HdL HINDERLITER, DE LLAMAS AND ASSOCIATES	\$ 1,450.80	Svc/Business License Tax Admin 12/25	DEC25	\$ 1,450.80
69633	0 - CALCOR CONSTRUCTION CO	\$ 18,025.00	Refund/Recycling Deposit/CDD-24-352/4955 Katella Ave	Rfd 1/6/26	\$ 18,025.00
69634	129018 - A TO Z FIRE PROTECTION CO.	\$ 4,460.00	Svc/Recertify Fire Extinguisher(1)/OK Park Snack Shack 11/24	I251124367	\$ 275.00
			Svc/Recertify Fire Extinguishers(11)/Comm Center 11/24	I251124368	\$ 312.00
			Svc/Recertify Fire Extinguishers(13)/PD 11/25	I251125377	\$ 200.00
			Svc/Recertify Fire Extinguishers(16)/City Hall 11/24	I251124369	\$ 444.50
			Svc/Recertify Fire Extinguishers(4)/Pump Stations 11/19	I251119351	\$ 96.00
			Svc/Recertify Fire Extinguishers(46)/Maint Vehicles 11/25	I251125379	\$ 1,168.00
			Svc/Recertify Fire Extinguishers(6)/Council Chambers 11/24	I251124370	\$ 144.00
			Svc/Recertify Fire Extinguishers(7)/Boys & Girls Club 11/19	I251119350	\$ 152.00
			Svc/Recertify Fire Extinguishers(8)/Sr Center 11/19	I251119352	\$ 160.00
			Svc/Recertify Fire Extinguishers(81)/Maint Yard 11/19	I251119353	\$ 1,508.50
69635	106914 - ADMINSURE	\$ 3,689.00	Workers Comp Claims Admin 1/26	18438	\$ 3,689.00
69636	270 - AITHAL, DARSHINI	\$ 382.85	Instruct/Chair Yoga 12/2-12/30	12/30/25	\$ 277.55
			Instruct/Flow Yoga 12/1-12/29	12/29/25	\$ 105.30
69637	105442 - ALL CITY MANAGEMENT SERVICES INC	\$ 26,871.79	Crossing Guard Svcs(15 Hrs)/Orange & Grindlay 11/23-12/06	105453(A)	\$ 386.10
			Crossing Guard Svcs(30 Hrs)/Orange & Grindlay 12/07-12/20	105818(A)	\$ 772.20
			Crossing Guard Svcs(349.71 Hrs) 11/23-12/06	105453	\$ 9,001.54
			Crossing Guard Svcs(649.26 Hrs) 12/07-12/20	105818	\$ 16,711.95

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69638	2332 - ARCHAMBAULT INVESTIGATIONS & POLYGRAPH	\$ 780.00	PD Svc/Polygraphs(3) 11/11-11/19	2025-006	\$ 780.00
69639	2748 - ARRELLANO, ROBERTO	\$ 1,000.00	Settlement/Rarellano 9/23/25	1/16/2026	\$ 1,000.00
69640	110860 - AT&T	\$ 1,320.04	W/C Svc/Priority Radio Line 12/25	000024596320	\$ 1,320.04
69641	110860 - AT&T	\$ 3,380.93	Cell Svc/Maint 12/25	12/25(C)	\$ 53.00
			Cell Svc/PD 12/25	12/25(D)	\$ 1,123.04
			PD CIB Callyo Body Wire 12/25	12/25(E)	\$ 62.56
			PD Svc/Mobile Data 12/25	12/25(G)	\$ 2,017.12
			Svc/Engineering Mobile Hotspots 12/25	12/25(F)	\$ 81.48
			Wireless Svc/Sewer Truck & Myra Pump Station #2 12/25	12/25(B)	\$ 43.73
69642	110860 - AT&T	\$ 4.46	2481347232-Admin Phone Svc 1/26	1/26	\$ 4.46
69643	110860 - AT&T	\$ 31.88	9391033696-PD Phone Svc 12/25	12/25(A)	\$ 31.88
69644	110860 - AT&T	\$ 1.86	East Wing Fax Line 12/25	12/25(H)	\$ 1.86
69645	252 - AUTO ZONE, INC	\$ 137.56	Replace/Alternator/Unit #801	05521827600	\$ 137.56
69646	1444 - AXON ENTERPRISE, INC	\$ 64,719.97	Tasers(65)/Year 2 1/26	INUS401242A	\$ 64,719.97
69647	109327 - BEE REMOVERS - HONEYCOTT, INC	\$ 280.00	Svc/Bee Removal/Lexington Park 12/23	603905	\$ 140.00
			Svc/Bee Removal/Veterans Park 12/23	603905(A)	\$ 140.00
69648	1822 - BENEFITS COORDINATORS CORPORATION BCC	\$ 10,432.23	Insurance/Life/LTD/STD/Optional 2/26	18112	\$ 10,432.23
69649	1822 - BENEFITS COORDINATORS CORPORATION BCC	\$ 12,256.35	Insurance/Dental & Vision/City & Dist 1/26	B0LFSW	\$ 9,101.95
			Insurance/Dental & Vision/West Comm 1/26	B0LHMX	\$ 1,060.65
			Insurance/Vision Claims/City 12/25	B0LHSC	\$ 2,093.75
69650	2623 - BLUE TRITON BRANDS INC PRIMO BRANDS CORP	\$ 360.96	Comm Center Bottled Water 12/25	05L8710321118	\$ 54.89
			Maint Bottled Water 11/25	05L8710321219	\$ 101.19
			PD Bottled Water 12/25	06A8710163639	\$ 102.09
			Sr Center Bottled Water 11/25	05L8710321117	\$ 23.95
			W/C Bottled Water 12/25	06A8710320455	\$ 78.84
69651	2205 - BP FORD OF LONG BEACH	\$ 1,787.95	Coil Assemblies(6)/Housings(2)/Misc 12/19	229178FOW	\$ 856.26
			Coil Assemblies(8)/Window Molding(1 Pc)/Misc 12/1	228783FOW	\$ 931.69
69652	2600 - BRAVO, BARUC	\$ 1,439.10	Tuition/Engineering-Civil Transportation/Winter 2025-26	Tuit 1/16/26	\$ 1,439.10

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69653	1600 - BRIGHTVIEW LANDSCAPE SERVICES, INC	\$ 244,868.16	Svc/Landscape/Arnold Cypress Park 7/25-12/25	9638376	\$ 52,116.00
			Svc/Landscape/Citywide 10/25	9530516	\$ 28,559.99
			Svc/Landscape/Citywide 11/25	9564011	\$ 28,559.99
			Svc/Landscape/Citywide 12/25	9598918	\$ 28,559.99
			Svc/Landscape/Citywide 7/25	9425382	\$ 28,559.99
			Svc/Landscape/Citywide 8/25	9455572	\$ 28,559.99
			Svc/Landscape/Citywide 9/25	9497959	\$ 28,559.99
			Svc/Landscape/Lexington Park 7/25	9462338	\$ 6,831.76
			Svc/Landscape/Lexington Park 8/25	9497922	\$ 6,831.76
			Svc/Landscape/Lexington Park 9/25	9535337	\$ 6,831.76
			Svc/Seasonal Fertilization/Lexington Park 7/25	9462338(A)	\$ 298.98
			Svc/Seasonal Fertilization/Lexington Park 8/25	9497922(A)	\$ 298.98
			Svc/Seasonal Fertilization/Lexington Park 9/25	9535337(A)	\$ 298.98
69654	100028 - BURTON, MATT	\$ 969.49	2025 Executive Mgmt Wellness Program	Reimb 1/16/26	\$ 969.49
69655	866 - C3 OFFICE SOLUTIONS	\$ 34.72	W/C Copier Svc/Supplies 1/3-2/2	INV212340	\$ 34.72
69656	103141 - CA FORENSIC PHLEBOTOMY, INC	\$ 601.08	PD Blood/Alcohol Tests(4) 12/25	3104	\$ 601.08
69657	112176 - CA ST UNIVERSITY LONG BEACH-CSULB	\$ 125.00	PD Reg/Court & Temporary Holding Facilities/BP 1/28	PD Reg 1/28/26	\$ 125.00
69658	111328 - CALIFORNIA BUILDING STANDARDS COMMISSION	\$ 579.60	Building Standards 10/1/25-12/31/25	10-12/25	\$ 579.60
69659	2137 - CALIFORNIA SAFETY AGENCY RECON INDUSTRIES INC	\$ 2,170.00	Svc/Park Restroom & Tennis Court Lockup 12/25	3604-181	\$ 2,170.00
69660	109332 - CARLSON, ERIK	\$ 36.00	PD Reimb/Drones for First Responders 11/13-11/15	Reimb 1/16/26	\$ 36.00
69661	123012 - CHARLES ABBOTT ASSOCIATES	\$ 36,617.50	Svc/Fats, Oil & Grease/NPDES Inspections 9/25	69487	\$ 8,595.00
			Svc/National Pollutant Discharge Elimination/Program Mgmt 10/25	69631	\$ 11,245.00
			Svc/National Pollutant Discharge Elimination/Program Mgmt 11/25	69735	\$ 11,580.00
			Svc/Water Quality Mgmt Program/Plan Checks 11/25	69734	\$ 5,197.50
69662	2090 - CHARTER COMMUNICATIONS HOLDINGS LLC SPECTRUM	\$ 1,866.40	W/C CAD/RMS Connection 12/25	218496501010126A	\$ 1,302.65
			W/C Svc/Internet 12/25	218496501010126	\$ 563.75
69663	2090 - CHARTER COMMUNICATIONS HOLDINGS LLC SPECTRUM	\$ 1,306.84	W/C CAD/RMS Ethernet Connection 1/5-2/4	187630201010126	\$ 1,306.84
69664	2090 - CHARTER COMMUNICATIONS HOLDINGS LLC SPECTRUM	\$ 1,568.99	Svc/Internet Access 12/16-1/15	187625401121425	\$ 1,568.99
69665	1501 - CJ CONCRETE CONSTRUCTION, INC.	\$ 3,476.63	Retention/Construct/Concrete Rehab Final	7165-RET	\$ 3,476.63
69666	2035 - COMMUNICATIONS LAB BARRIOS & ASSOCIATES, LLC	\$ 15,000.00	Svc/City Strategic Communications Support 12/25	25-1324	\$ 10,000.00
			Svc/Recreation Strategic Communications Support 12/25	25-1325	\$ 5,000.00
69667	1473 - COMMUNITY WORKS DESIGN GROUP, LLC	\$ 21,070.00	Design/Sports Court Improvements/Veterans Park 11/25	16653R1	\$ 21,070.00

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69668	1617 - CONTROL AIR ENTERPRISES LLC	\$ 26,745.00	Svc/HVAC Preventative Maint/City Hall/Council Chambers 10/29	3101984	\$ 2,407.00
			Svc/HVAC Preventative Maint/City Hall/Council Chambers 8/5	3099964	\$ 2,407.00
			Svc/HVAC Preventative Maint/City Hall/PD Range 8/11	3099965	\$ 4,346.00
			Svc/HVAC Preventative Maint/Comm Center 10/30	3102284	\$ 1,831.00
			Svc/HVAC Preventative Maint/Comm Center 8/11	3099963	\$ 2,525.00
			Svc/HVAC Preventative Maint/Library 10/30	3102331	\$ 288.00
			Svc/HVAC Preventative Maint/Library 8/7	3100006	\$ 369.00
			Svc/HVAC Preventative Maint/Maint Yard 10/29	3101985	\$ 1,113.00
			Svc/HVAC Preventative Maint/Maint Yard 8/7	3099961	\$ 1,807.00
			Svc/HVAC Preventative Maint/PD 10/29	3102062	\$ 1,434.00
			Svc/HVAC Preventative Maint/PD 8/6	3099960	\$ 1,434.00
			Svc/HVAC Preventative Maint/PD Range 10/30	3101965	\$ 4,346.00
			Svc/HVAC Preventative Maint/Sr Center 10/30	3103044	\$ 872.00
			Svc/HVAC Preventative Maint/Sr Center 8/4	3099962	\$ 1,566.00
69669	1439 - CORODATA MEDIA STORAGE, INC	\$ 154.76	Offsite Data Storage 12/25	DS1313506	\$ 154.76
69670	115003 - COUNTY OF ORANGE	\$ 7,544.42	Parking Violations 11/25	11/25	\$ 4,944.50
			W/C Svc/OCSD Comm Charges/800 MHz Radio 1/1/26-3/31/26	STCS003753	\$ 2,599.92
69671	115003 - COUNTY OF ORANGE	\$ 15,738.60	Agreement/Animal Shelter 10/1/25-12/31/25	AC2690030	\$ 15,738.60
69672	115003 - COUNTY OF ORANGE	\$ 1,479.00	PD Svc/Automated Fingerprint Identification System 11/25	SH73089	\$ 1,479.00
69673	115003 - COUNTY OF ORANGE	\$ 1,104.51	PD Svc/Automated Telecommunications System 11/25	SH73138	\$ 1,104.51
69674	710 - COUNTY OF ORANGE SHERIFF'S DEPARTMENT OCSD	\$ 24,357.19	PD Svc/OCSD Comm Charges/800 MHz Radio 1/1/26-3/31/26	STCS003734	\$ 24,357.19
69675	116854 - DATA TICKET INC-MSB	\$ 1,354.83	Parking Citation Processing 11/25	187434	\$ 1,354.83
69676	102123 - DELL MARKETING LP-DELL USA LP	\$ 35,506.28	W/C CAD/RMS Servers(2) 1/7	10855793196	\$ 35,506.28
69677	104010 - DEPT OF CONSERVATION-STATE OF CALIFORNIA	\$ 3,016.92	Strong Motion 10/1/25-12/31/25	10-12/25	\$ 3,016.92
69678	108921 - DEPT OF HOUSING-DIVISION OF CODES & STANDARDS	\$ 6,137.00	Fee/Cypress Mobile Home Park 2026	2026(A)	\$ 952.00
			Fee/Lincoln Mobile Home Park 2026	2026	\$ 5,185.00
69679	100707 - DEPT OF JUSTICE ACCT OFFICE CASHIER UNIT	\$ 64.00	Svc/Fingerprints(1)/City 11/25	010176	\$ 32.00
			Svc/Fingerprints(1)/PD 11/25	010176(A)	\$ 32.00
69680	1296 - EDCO CNG	\$ 2,939.46	Natural Gas(268.96 Gls)/Sweepers(2) 12/16-12/31	0102026-6A	\$ 919.85
			Natural Gas(36.2 Gls)/Sewer Truck(1) 12/16-12/31	0102026-6A(A)	\$ 123.80
			Natural Gas(43.96 Gls)/Sewer Truck(1) 12/1-12/15	1218025-6A(A)	\$ 150.34
			Natural Gas(510.37 Gls)/Sweepers(2) 12/1-12/15	1218025-6A	\$ 1,745.47
69681	2733 - EIDE BAILLY LLP	\$ 49,498.80	Svc/Financial Audit FYE 6/30/25	EI01980121	\$ 41,499.45
			W/C Svc/Financial Audit FYE 6/30/25	EI01980121(A)	\$ 7,999.35
69682	2574 - ELGOWHARY, MARIAN	\$ 60.00	PD Meals/Field Training Officer 10/27-10/31	Reimb 1/16/26	\$ 60.00

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EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
69683	1488 - ENTERPRISE HOLDINGS INC	\$ 6,723.43	PD Rental Car(1) 10/17-11/15 PD Rental Car(1) 10/17-12/22 PD Rental Car(1) 11/3-12/3 PD Rental Car(1) 9/18-10/17	40803117(A) 40803117(B) 40803117(C) 40803117	\$ 1,511.90 \$ 2,826.61 \$ 871.15 \$ 1,513.77
69684	2185 - ENVIRO SAFETY PRODUCTS, PUBLIC SAFETY CENTER	\$ 575.92	PD Exam Gloves(5K) 12/12	INV681657	\$ 575.92
69685	104530 - EXPERIAN	\$ 100.00	PD Credit Reports 12/25	6000192050	\$ 100.00
69686	2461 - FCG CONSULTANTS INC	\$ 34,078.02	Inspect/Concrete Rehab 11/25 Inspect/HVAC Replacement/City Hall East Wing 11/25 Inspect/Street Improvements/Sycamore Creek Charter School 10/25 Inspect/Various Non-CIP Engineering Permits 10/25	1135-1017Y 1135-1017X 1135-1016U 1135-1016Q	\$ 14,762.04 \$ 5,153.94 \$ 304.56 \$ 13,857.48
69687	1115 - FRONTIER	\$ 3,732.64	7148996947 - Phone Svc/Sewers 1/26 W/C Phone Svc/5627955413 1/26	1/26(A) 1/26	\$ 76.64 \$ 3,656.00
69688	2740 - GCP WW HOLDCO LLC	\$ 183.97	Safety Shoes/MChavez 1/2	INV3110000455	\$ 183.97
69689	1317 - GEORGE HILLS COMPANY INC	\$ 3,939.25	Admin Fee/Liability Claims 1/1/26-3/31/26	INV1033564	\$ 3,939.25
69690	119018 - GOLDEN STATE WATER COMPANY	\$ 18,622.34	Svc/Athletic Fields 11/25 Svc/Civic Center 12/25 Svc/Lexington Park 12/25 Svc/Maint Yard Landscaping 11/25 Svc/Parks Landscaping 12/25 Svc/Parkway Maint 11/25 Svc/Parkway Maint 12/25 Svc/Sr Center 12/25 Svc/Stanton Channel Berm 12/25 Svc/Storm Drain 12/25	11/25(P) 12/25(E) 12/25(C) 11/25(O) 122/25(F) 11/25(Q) 12/25(G) 12/25(B) 12/25(A) 12/25(D)	\$ 157.46 \$ 526.52 \$ 3,177.89 \$ 49.87 \$ 1,309.50 \$ 588.21 \$ 10,144.91 \$ 981.27 \$ 472.89 \$ 1,213.82
69691	123002 - GRAINGER	\$ 554.53	Furnace Limit Switch(1) 12/12 Hand Dryer(1) 12/16 Toggle Switch(1) 12/16	9739867472 9744147290 9743572928	\$ 23.05 \$ 503.00 \$ 28.48
69692	1133 - GRANICUS SWAGIT PRODUCTIONS, LLC	\$ 795.71	Svc/Video Stream/Council Meetings 1/26	221979	\$ 795.71
69693	110049 - GREAT SCOTT TREE SERVICE INC	\$ 28,563.40	Svc/Remove Tree(1) 11/10 Svc/Trim Trees(23) 12/12 Svc/Trim Trees(53) 11/12 Svc/Trim Trees(54) 11/20 Svc/Trim Trees(60) 11/6	58453 58456 58452 58454 58455	\$ 2,350.00 \$ 9,360.00 \$ 6,483.40 \$ 6,230.00 \$ 4,140.00
69694	103008 - HARTZOG & CRABILL INC	\$ 3,390.00	Consult/Traffic Signal Cabinet Replacement 11/25 Svc/Monitor Traffic Signals 11/25	25-0494 25-0493	\$ 990.00 \$ 2,400.00
69695	128739 - HOME DEPOT CREDIT SVC-MAINT	\$ 1,518.52	Supplies/Maint 11/25	1/16/26	\$ 1,518.52
69696	117233 - HOME DEPOT CREDIT SVC-REC #0720	\$ 170.43	Batteries(144)/Holiday Sing 11/24 Bundling Twine(525 Ft)/Sr Center 11/24 Plastic Sheeting(50 Ft)/Holiday Sing 11/24	3510614 3510569 3510568	\$ 134.91 \$ 8.60 \$ 26.92

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69697	2727 - ILAGAN, ELEANOR ELENZ DANCE	\$ 99.45	Instruct/Elenz Dance Night 12/11	12/11/25	\$ 99.45
69698	2428 - INDUSTRIAL TECHNICAL SERVICES I.T.S. GROUP INC	\$ 700.69	Replace/Time Delay Relay/PS #2 11/14	1116199F	\$ 700.69
69699	120000 - INSIGHT PUBLIC SECTOR	\$ 408.65	PD Sub/Racial & Identity Profiling Act Reporting 10/25	1101342263	\$ 208.06
			PD Sub/Racial & Identity Profiling Act Reporting 11/25	1101343343	\$ 200.59
69700	102993 - ITERIS, INC	\$ 872.00	Inspect/Traffic Signal Cabinet Project 10/25	185803	\$ 872.00
69701	2023 - KELLEY, JORDAN	\$ 150.00	PD Meals/CA Assoc of Tactical Officers Conference 12/1-12/4	Reimb 1/16/26	\$ 150.00
69702	2039 - KELLY SPICERS INC KELLY SPICER STORES	\$ 584.63	Specialty Paper(9 Rms) 12/12	12103938	\$ 584.63
69703	2417 - KIDZ TALENT ACADEMY LLC ANIYAH WILLIAMS	\$ 828.75	Instruct/Gymnastics & Tumbling 11/3-12/8	12/8/25	\$ 828.75
69704	125450 - KMBS USA INC KONICA MINOLTA	\$ 635.61	Copier Maint/Print Shop 10/1/25-12/31/25	9010728686	\$ 635.61
69705	1588 - L.N. CURTIS AND SONS-CURTIS BLUE LINE	\$ 1,773.60	PD Safety Gear/Recruit ASepulveda	INV1025484	\$ 179.42
			PD Safety Gear/Recruit ASepulveda	INV1025894	\$ 141.75
			PD Safety Gear/Recruit CSorenson	INV1016370	\$ 179.42
			PD Safety Gear/Recruit PPena	INV1025888	\$ 141.75
			PD Uniform & Safety Gear/Recruit ASepulveda	INV1021305	\$ 255.94
			PD Uniform & Safety Gear/Recruit DDoxey	INV1016280	\$ 451.78
			PD Uniform/Recruit ASepulveda	INV1024323	\$ 105.20
			PD Uniform/Recruit PPena	INV1020054	\$ 318.34
69706	112054 - LAKEWOOD NURSERY	\$ 275.29	Plants(64)/City Hall 11/18	12752	\$ 275.29
69707	2186 - LEGAL UPDATES PUBLISHING COMPANY	\$ 720.00	PD Sub/Legal Updates 2/15/26-2/15/27	LUPC2026-27	\$ 720.00
69708	1779 - LINSOTT LAW & GREENSPAN ENGINEERS LG2WB	\$ 4,080.00	Svc/Traffic Study/LART Development 10/25	14394-00172	\$ 4,080.00
69709	109290 - LONG BEACH BMW-RCA INVESTMENTS INC	\$ 41,304.62	PD Install/Rifle Rack/Headlight/Motor Unit #663	55475	\$ 246.48
			PD Motorcycle(1) 1/6	1005	\$ 37,639.85
			PD Svc/24K Mile Svc/Tires/Motor Unit #658	55472	\$ 1,782.74
			Replace/Rear Tire & Brakes/Motor Unit #663	55327	\$ 593.95
			Replace/Rear Tire & Head Light/Motor Unit #661	55218	\$ 677.84
			Replace/Rear Tire/Motor Unit #661	55436	\$ 363.76
69710	112017 - LOS ALTOS TROPHY CAL-LINE INVESTMENTS	\$ 168.11	Name Badge(1)/LBerglund 12/8	99566	\$ 13.09
			Name Badge(1)/LBerglund 12/8	99568	\$ 13.09
			Name Plate Gift(1)/MBurton 12/8	99568(A)	\$ 12.09
			Name Plates(2)/Name Badge(1)/QBentley 12/8	99567	\$ 40.67
			Name Plates(2)/Name Badge(1)/RStrong-Carnahan 12/8	99565	\$ 40.68
			Outgoing Mayor Plaque(1)/DBurke 12/8	99567(A)	\$ 48.49
69711	933 - LSA ASSOCIATES, INC	\$ 21,168.25	Svc/Environmental Impact Report/Tentative Tract Map/LART 11/25	202511	\$ 21,168.25
69712	914 - MCSHANE, CHRISTOPHER	\$ 150.00	PD Meals/CA Assoc of Tactical Officers Conference 12/1-12/4	Reimb 1/16/26	\$ 150.00
69713	2407 - MDJ MANAGEMENT	\$ 65,550.00	Construct/Roof & HVAC Replacement/10161 Moody 9/7-10/31	CYP 1002.2	\$ 65,550.00
69714	1483 - MERCADO, HENRY	\$ 196.00	PD Meals/CA Narcotics Officer Assoc Conference 11/21-11/25	Reimb 1/16/26	\$ 196.00

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69715	2217 - MI JALISCO NURSERY INC	\$ 92.61	Plants(3)/City Hall 1/8	6418	\$ 92.61
69716	122124 - MIKE RAAHAUGE SHOOTING ENTERPRISES	\$ 57.42	PD Paper Targets(2 Sets)/SWAT 12/9	2173(A)	\$ 7.42
			PD Svc/Shooting Range/SWAT 12/9	2173	\$ 50.00
69717	80 - MORRIS, LETICIA	\$ 171.60	Instruct/Zumba 12/6-12/27	12/27/25	\$ 171.60
69718	672 - O'REILLY AUTO PARTS	\$ 800.59	Brake Rotors(4)/Brake Pads(2)/Misc 12/19	3078-209083	\$ 800.59
69719	2563 - OC UNIFORMS & TAILORING INC	\$ 378.33	PD Honor Guard Uniform/ASirigos	1808	\$ 378.33
69720	2715 - OCY MANAGEMENT, LLC	\$ 5,445.00	Sr Center/Nutrition Program 11/25	11503025	\$ 630.00
			Taxi Vouchers/Sr Center 11/25	11501025	\$ 4,815.00
69721	110029 - ORANGE COUNTY SHERIFF'S TRAINING DIVISIO	\$ 750.00	PD Reg(10)/Drivers Training 1/20	PD Reg(10) 1/20	\$ 750.00
69722	110029 - ORANGE COUNTY SHERIFF'S TRAINING DIVISIO	\$ 600.00	PD Reg(8)/Drivers Training 2/5	PD Reg(8) 2/5	\$ 600.00
69723	1140 - ORTIZ, JESSE	\$ 286.08	PD Meals & Parking/CA Narcotic Officers Assoc Conf 11/21-11/25	Reimb 1/16/26	\$ 286.08
69724	2202 - PEAT, BONNIE	\$ 30.00	Reimb/Reg/Cypress Chamber Mixer 1/15	Reimb 1/16/26	\$ 30.00
69725	2289 - PHAM, MICHAEL	\$ 1,500.00	Tuition/Intro to Technology Mgmt/Fall 2025	Tuit 1/16/26	\$ 1,500.00
69726	1910 - PHOTO INK SCOTT C. PARK	\$ 750.00	Svc/Photograph/Incoming Council Member(1) 1/8	01-08-26	\$ 750.00
69727	100870 - POSTMASTER -CYPRESS POST OFFICE	\$ 4,550.00	Postage/City & Recreation Newsletter 1/26	1/26	\$ 4,550.00
69728	1310 - PRESTI, CAMERON	\$ 436.08	PD Meals & Parking/CA Narcotic Officers Assoc Conf 11/21-11/25	Reimb 1/16/26	\$ 286.08
			PD Meals/CA Assoc of Tactical Officers Conference 12/1-12/4	Reimb(A) 1/16/26	\$ 150.00
69729	1825 - PRISM PUBLIC RISK INNOVATION SOLUTIONS & MGMT	\$ 1,365.28	EAP/City and West Comm(424) 1/1/26-3/31/26	26401252	\$ 1,365.28
69730	101148 - RED WING SHOE STORE	\$ 245.66	Safety Shoes(1)/MMontante 12/29	20260101025347	\$ 245.66
69731	489 - REGALADO, NATHAN	\$ 176.90	PD Reimb/Meals & Mileage/PC 832 Arrest 11/17-11/21	Reimb 1/16/26	\$ 176.90
69732	1966 - REIHANIFAM, CHRISTOPHER	\$ 286.09	PD Meals & Parking/CA Narcotic Officers Assoc Conf 11/21-11/25	Reimb 1/16/26	\$ 286.09
69733	109096 - S.C. SIGNS & SUPPLIES, LLC	\$ 2,024.08	Post Mounts(8)/Anchors(5) 12/23	265771	\$ 641.65
			Sign Posts(6)/Rivets(100) 12/18	265653	\$ 533.36
			Sign Supports(200)/Banding(200)/Misc 12/11	265418	\$ 849.07
69734	106893 - SAFESHRED	\$ 40.00	W/C Svc/Shredding 12/16	367947	\$ 40.00
69735	100453 - SAGONA'S ALL CITY BACKFLOW	\$ 130.00	Svc/Test & Certify/Backflow Devices(2) 12/19	109861	\$ 130.00
69736	2031 - SDI PRESENCE LLC	\$ 2,748.00	W/C Svc/Cloud Backup 11/25	21217	\$ 1,188.00
			W/C Svc/Monitor IT/CAD System 11/25	21301	\$ 1,417.50
			W/C Svc/Security Software 11/25	21168	\$ 142.50
69737	1273 - SESAC INC-SOCIETY OF EUROPEAN STAGE AUTHOR-COMP	\$ 1,278.00	Music License/Concerts on the Green 1/1/26-12/31/26	10875053	\$ 1,278.00

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69738	939 - SKYHAWKS SPORTS ACADEMY, INC	\$ 2,522.33	Instruct/Basketball/Multi-Sports 11/7-12/13 Instruct/Soccer 11/5-12/10	12/13/25 12/10/25	\$ 1,102.73 \$ 1,419.60
69739	165 - SKYLINE SAFETY & SUPPLY-PATRICIA SONTAG	\$ 604.67	Disposable Gloves(200)/Work Gloves(5) 12/23	9878	\$ 604.67
69740	119051 - SMART & FINAL (REC & PARKS)	\$ 91.95	Food/Playground/Kids Night Out 12/17 Food/Sr Center 12/17 Food/Sr Center 12/17	0124401 12/17/25 0263501 12/17/25 1264502 12/17/25	\$ 33.46 \$ 14.99 \$ 43.50
69741	108459 - SMART & FINAL-POLICE ACCT	\$ 270.46	PD Supplies/Breakroom 12/11 PD Supplies/Breakroom 12/2 PD Supplies/Breakroom 12/23	158401 12/11/25 107401 12/2/25 164101 12/23/25	\$ 183.54 \$ 72.80 \$ 14.12
69742	119016 - SO CAL EDISON	\$ 111,614.54	700134894611 - Svc/Traffic Signal 12/25 700370018870 - Svc/Traffic Signal 12/25 700428641933 Svc/Mackay Park 12/25 700921885822 - Svc/Arnold Cypress Park 11/25 700921885822 - Svc/Arnold Cypress Park 12/25 Svc/Citywide 11/12-12/11	12/25(A) 12/25(D) 12/25(C) 11/25(F) 12/25(B) 11/12-12/11/25	\$ 33.45 \$ 126.62 \$ 145.82 \$ 5,849.25 \$ 5,391.55 \$ 100,067.85
69743	119017 - SO CAL GAS CO	\$ 3,421.22	00840909006 Svc/Comm Center 12/25 08131074000 Svc/Storm Drain 12/25 12600890003 Svc/Maint Yard 12/25 13230923008 Svc/Storm Drain 12/25 14011061398 Svc/Storm Drain 12/25 16111070716 Svc/Storm Drain 12/25 18690942000 Svc/Sr Center 12/25 19530910009 Svc/City Hall 12/25	12/25(D) 12/25(E) 12/25(A) 12/25 12/25(F) 12/25(G) 12/25(C) 12/25(B)	\$ 1,346.68 \$ 22.32 \$ 372.89 \$ 21.86 \$ 33.02 \$ 14.30 \$ 415.30 \$ 1,194.85
69744	1591 - SOUTHERN CALIFORNIA NEWS GROUP	\$ 2,037.69	Pub Hear/Adopt 2025 CA Building Codes Pub Notice/RFP/Park Impact Study & Ordinance Amendments	0011761897 0011764027	\$ 1,517.17 \$ 520.52
69745	1279 - SOUTHERN CALIFORNIA SHREDDING, INC	\$ 65.00	PD Svc/Shredding 12/15	296473	\$ 65.00
69746	119024 - STATE COMP INSURANCE FUND	\$ 1,595.25	W/C Workers Comp Insurance 12/30/25-1/30/26	1002984918	\$ 1,595.25
69747	122963 - STERICYCLE INC	\$ 50.17	PD Med Waste Removal 1/26	8012980593	\$ 50.17
69748	2486 - SYNTRIO, INC	\$ 1,720.00	Svc/Workplace Violence Prevention Training(100) 9/30/25-9/29/26	13946	\$ 1,720.00
69749	588 - THE COUNSELING TEAM INTERNATIONAL	\$ 231.00	W/C Svc/Employee Counseling 11/25	INV107559	\$ 231.00
69750	851 - THE UPS STORE, #5882	\$ 150.00	Svc/Fingerprints(2)/City 12/25 Svc/Fingerprints(4)/Rec Volunteers 12/25	1/3/2026 1/3/2026(A)	\$ 50.00 \$ 100.00
69751	725 - TICORAT, NATHAN	\$ 12.00	PD Meals/Advanced Search & Seizure 11/18	Reimb 1/16/26	\$ 12.00
69752	1170 - TOM'S PLUMBING SERVICE INC	\$ 175.00	Svc/Clear Drain Clog/Oak Knoll Park Restroom 12/3	70676	\$ 175.00
69753	127207 - UNDERGROUND SVS ALERT OF SO CA	\$ 80.00	Svc/DigAlert Tickets 12/25	1220250237	\$ 80.00
69754	1139 - UNIFIRST CORP	\$ 1,058.97	Uniforms/Mats/Towels 12/25	12/25	\$ 1,058.97

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69755	100308 - UNITED MAINTENANCE SYSTEMS	\$ 24,075.00	Svc/Custodial/Arnold Cypress Park Restrooms 12/25 Svc/Custodial/City Facilities 12/25 Svc/Custodial/Lexington Park Restroom 12/25 Svc/Custodial/Park Facilities 12/25 Svc/Custodial/Park Restrooms(5) 12/25	16146(A) 16145 16146(B) 16147 16146	\$ 1,250.00 \$ 6,925.00 \$ 1,250.00 \$ 8,650.00 \$ 6,000.00
69756	116933 - V & V MANUFACTURING INC	\$ 124.94	PD Badge(1)/Officer of the Year 1/8	63706	\$ 124.94
69757	1997 - VACCARO, FRANK WEST COAST OFFICIALS	\$ 198.00	Officials(3 Games)/Youth Basketball 1/16	1653	\$ 198.00
69758	129595 - VERIZON WIRELESS - CA	\$ 61.18	Cell Svc/Rec 12/25	12/25	\$ 61.18
69759	2491 - WELLS FARGO FINANCIAL LEASING, INC	\$ 188.43	W/C Rental/Copier 1/6-2/5	5037040733	\$ 188.43
69760	1962 - WEX HEALTH INC	\$ 75.00	Admin Fee/FSA 12/25	0002292916IN	\$ 75.00
69761	2284 - WURSTHORN, JOSHUA	\$ 150.00	PD Meals/CA Assoc of Tactical Officers Conference 12/1-12/4	Reimb 1/16/26	\$ 150.00
69762	2044 - YOUTH EVOLUTION ACTIVITIES	\$ 541.45	Instruct/Youth Basketball 9/9-10/21	10/21/25	\$ 541.45
69763	1974 - YUNEX LLC	\$ 19,083.89	Repair/Traffic Signals 10/25 Repair/Traffic Signals 11/25 Svc/DigAlert Marks/Traffic Signals 10/16 Traffic Signal Maint 10/25 Traffic Signal Maint 11/25	5610006724 5610006915 5610006726 90005642 90005783	\$ 5,180.84 \$ 2,555.07 \$ 584.58 \$ 5,381.70 \$ 5,381.70
69764	2450 - Z3 SAFETY ACME WORKPLACE SAFETY	\$ 125.00	Supplies/First Aid/Maint Yard 11/26	INV-10503	\$ 125.00
69765	0 - AGI GENERAL CONTRACTING	\$ 50,000.00	Refund/Recycling Deposit/CDD-25-278/4033 Ball Rd	Rfd 1/16/26	\$ 50,000.00
69766	0 - BENGALI ASSOC OF SO CALIFORNIA	\$ 500.00	Refund/Facility Deposit/Contract #10636	Rfd 1/16/26	\$ 500.00
69767	0 - BRANNON, SARA	\$ 369.00	Refund/Facility Deposit/Rental Fee/Contract #10969	Rfd 1/16/26	\$ 369.00
69768	0 - CORONA, FRANKY	\$ 150.00	Refund/Facility Deposit/Contract #10766	Rfd 1/16/26	\$ 150.00
69769	0 - FILLERMAN, JODEEN	\$ 100.00	Refund/Facility Deposit/Contract #11488	Rfd 1/16/26	\$ 100.00
69770	0 - FOERSTER, DEBBIE	\$ 86.00	Refund/Dance 2/5-2/26	Rfd 2/5-2/26	\$ 86.00
69771	0 - HOPKINS, MICHELE	\$ 100.00	Refund/Facility Deposit/Contract #11322	Rfd 1/16/26	\$ 100.00
69772	0 - JALOMA, DONNA	\$ 300.00	Refund/Facility Deposit/Contract #11344	Rfd 1/16/26	\$ 300.00
69773	0 - JEE, KENNY	\$ 150.00	Refund/Facility Deposit/Contract #10831	Rfd 1/16/26	\$ 150.00
69774	0 - KIM, JIN KOOK	\$ 150.00	Refund/Facility Deposit/Contract #11471	Rfd 1/16/26	\$ 150.00
69775	0 - KIM, JIN KOOK	\$ 150.00	Refund/Facility Deposit/Contract #10739	Rfd 1/16/26	\$ 150.00
69776	0 - MAGSAMBOL, INA	\$ 300.00	Refund/Facility Deposit/Contract #10100	Rfd 1/16/26	\$ 300.00
69777	0 - MANGALI, ERWIN	\$ 300.00	Refund/Facility Deposit/Contract #10709	Rfd 1/16/26	\$ 300.00

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69778	0 - OEURN, MONYELLE	\$ 150.00	Refund/Facility Deposit/Contract #10783	Rfd 1/16/26	\$ 150.00
69779	0 - RAJASEKARAN, LAVANYA	\$ 300.00	Refund/Facility Deposit/Contract #11115	Rfd 1/16/26	\$ 300.00
69780	0 - RAMIREDDY, JAGAN	\$ 4,979.00	Refund/Recycling Deposit/CDD-24-199/9832 Cedar Ct	Rfd 1/16/26	\$ 4,979.00
69781	0 - SANTOS, LESTER	\$ 300.00	Refund/Facility Deposit/Contract #11046	Rfd 1/16/26	\$ 300.00
69782	0 - SOCIAL VOCATIONAL SERVICES	\$ 300.00	Refund/Facility Deposit/Contract #11403	Rfd 1/16/26	\$ 300.00
69783	0 - SOSA, MIGUEL	\$ 618.00	Refund/Facility Deposit/Rental Fee/Contracts #10777 & #10779	Rfd 1/16/26	\$ 618.00
69784	0 - TEBBETTS, BARBARA	\$ 86.00	Refund/Dance 2/5-2/26	Rfd 1/16/26	\$ 86.00
69785	2748 - ARELLANO, ROBERTO	\$ 1,000.00	Settlement/RArellano 9/23/25	Reissue 1/16/26	\$ 1,000.00
69786	129018 - A TO Z FIRE PROTECTION CO.	\$ 912.00	Svc/Recertify Fire Extinguishers(30)/PD Vehicles 11/25	I251125378	\$ 912.00
69787	106914 - ADMINISURE	\$ 3,689.00	Workers Comp Claims Admin 2/26	18520	\$ 3,689.00
69788	2711 - AIREMASTERS AIR CONDITIONING	\$ 91,448.36	Replace/HVAC/City Hall East Wing 12/25	1906A-02	\$ 91,448.36
69789	130335 - AKM CONSULTING ENGINEERS	\$ 63,643.50	Design/Pump Station #1 12/25	0013775	\$ 58,827.50
			Svc/Update Sanitary Sewer Master Plan 12/25	0013788	\$ 4,816.00
69790	1200 - ANNEALTA GROUP	\$ 2,310.00	Svc/City Planner 12/25	497-3722	\$ 2,310.00
69791	2747 - ARMS UNLIMITED INC	\$ 1,518.00	PD Less Lethal Sponge Ammo(66 Rnds) 1/16	AU30495	\$ 1,518.00
69792	110860 - AT&T	\$ 19.50	Credit/PD Svc/Mobile Data 10/25	10/25 Credit	\$ (1,996.26)
			PD Svc/Mobile Data 1/26	1/26(B)	\$ 2,014.38
			PD Svc/Mobile Data 10/25	10/25 Correct	\$ 1.38
69793	110860 - AT&T	\$ 3,396.40	9391033694-PW Phone Svc 12/25	12/25(J)	\$ 156.45
			9391033695-Civic Center Phone Svc 12/25	12/25(I)	\$ 63.76
			9391033696-PD Phone Svc 1/26	1/26(A)	\$ 31.97
			9391033698-PW Phone Svc 12/25	12/25(K)	\$ 31.97
			Phone Svc/Multi-Line 12/13-1/12	12/13/25-1/12/26	\$ 3,112.25
69794	110860 - AT&T	\$ 2,087.74	Svc/Internet 11/25	24595162	\$ 1,044.40
			Svc/Internet 12/25	24595162(A)	\$ 1,043.34
69795	252 - AUTO ZONE, INC	\$ 737.22	Fuel Injectors(2)/Wiper Blades(4)/Spark Plugs(2)/Misc 1/7	05521841214	\$ 266.01
			Fuel Module(1)/Brake Rotors(2) 1/5	05521839574	\$ 259.56
			Light Bulbs(2) 1/13	05521846946(A)	\$ 15.63
			Replace/Battery/Unit #167	05521846946	\$ 196.02
69796	2623 - BLUE TRITON BRANDS INC PRIMO BRANDS CORP	\$ 140.66	Maint Bottled Water 12/25	06A8710321219	\$ 126.38
			Sr Center Bottled Water 12/25	06A8710321117	\$ 14.28
69797	1600 - BRIGHTVIEW LANDSCAPE SERVICES, INC	\$ 3,080.00	Svc/Landscape/Berm 12/25	9598919	\$ 3,080.00

**City of Cypress
Payment Register
12/27/25 - 02/06/26**

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
69798	123012 - CHARLES ABBOTT ASSOCIATES	\$ 267,525.39			
			Building Inspection and Plan Check Services 10/25	69549	\$ 75,739.57
			Building Inspection and Plan Check Services 11/25	69742	\$ 69,651.36
			Building Inspection and Plan Check Services 12/25	69854	\$ 97,069.46
			Svc/Engineering Plan Checks 11/25	69718	\$ 3,052.50
			Svc/Fats, Oil & Grease/NPDES Inspections 11/25	69736	\$ 4,545.00
			Svc/Fats, Oil & Grease/NPDES Inspections 12/25	69863	\$ 4,747.50
			Svc/National Pollutant Discharge Elimination/Program Mgmt 12/25	69862	\$ 10,575.00
			Svc/Water Quality Mgmt Program/Plan Checks 12/25	69861	\$ 2,145.00
69799	2090 - CHARTER COMMUNICATIONS HOLDINGS LLC SPECTRUM	\$ 1,713.58			
			Svc/Cable TV 1/10-2/9	188680601010726	\$ 144.59
			Svc/Internet Access 1/16-2/15	187625401011426	\$ 1,568.99
69800	2381 - CITYGREEN CONSULTING, LLC	\$ 6,258.75			
			Consult/Solid Waste Program 11/25	1383-25-26-7	\$ 6,258.75
69801	115003 - COUNTY OF ORANGE	\$ 5,278.00			
			Parking Violations 12/25	12/25	\$ 5,278.00
69802	115003 - COUNTY OF ORANGE	\$ 1,479.00			
			PD Svc/Automated Fingerprint Identification System 12/25	SH73266	\$ 1,479.00
69803	115003 - COUNTY OF ORANGE	\$ 1,104.51			
			PD Svc/Automated Telecommunications System 12/25	SH73234	\$ 1,104.51
69804	101 - CROSSTOWN ELECTRICAL & DATA, INC	\$ 47,206.05			
			Install/Traffic Signal System/Citywide 1/26	5277006	\$ 13,843.71
			Install/Traffic Signal System/Citywide 8/25	5277005	\$ 33,362.34
69805	129969 - CROWN TROPHY COLOMRICAN, INC	\$ 444.15			
			Medals(30)/Basketball 1/9	18291	\$ 444.15
69806	116854 - DATA TICKET INC-MSB	\$ 1,079.51			
			Parking Citation Processing 12/25	188687	\$ 1,079.51
69807	100707 - DEPT OF JUSTICE ACCT OFFICE CASHIER UNIT	\$ 64.00			
			Svc/Fingerprints(2)/City 12/25	016564	\$ 64.00
69808	2644 - ELITE MAINTENANCE & TREE SERVICE EMTS, INC	\$ 32,480.00			
			Landscape Mulch(225 Tons)/Right-of-Way 12/25	132600(A)	\$ 3,150.00
			Svc/Landscape/Right-of-Way 12/25	132600	\$ 29,330.00
69809	2461 - FCG CONSULTANTS INC	\$ 108,233.21			
			Inspect/Concrete Rehab 12/25	1135-1018Y	\$ 21,517.04
			Inspect/Exterior Door Replacement/Sr Center 12/25	1135-1018Z	\$ 6,319.62
			Inspect/HVAC & Roof Replacement/Boys & Girls Club 12/25	1135-1018B	\$ 2,239.35
			Inspect/HVAC Replacement/City Hall East Wing 12/25	1135-1018W	\$ 11,268.54
			Inspect/OC Sanitation Sewer Project/Permit #25-52 12/25	1135-1018U	\$ 3,045.60
			Inspect/Parking Lot Sealant/Sr Center & Oak Knoll Park 11/25	1135-1017R	\$ 2,413.64
			Inspect/Parking Lot Sealant/Sr Center & Oak Knoll Park 12/25	1135-1018R	\$ 8,562.88
			Inspect/Traffic Signal Improvements/Valley View & Plaza Dr 12/25	1135-1018AC	\$ 1,522.80
			Inspect/Various Non-CIP Engineering Permits 11/25	1135-1017Q	\$ 6,243.48
			Inspect/Various Non-CIP Engineering Permits 12/25	1135-1018Q	\$ 12,068.19
			Svc/Project Mgmt/PW Engineering 11/25	1135-1017V	\$ 16,633.17
			Svc/Project Mgmt/PW Engineering 12/25	1135-1018V	\$ 16,398.90
69810	1115 - FRONTIER	\$ 91.24			
			7148996947 - Phone Svc/Sewers 2/26	2/26	\$ 91.24

**City of Cypress
Payment Register
12/27/25 - 02/06/26**

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
69811	119018 - GOLDEN STATE WATER COMPANY	\$ 39,336.32	Svc/Arnold Cypress Park 12/25 Svc/Athletic Fields 12/25 Svc/Community Center 12/25 Svc/Maint Yard Landscaping 12/25 Svc/Parks Landscaping 12/25 Svc/Parkway Maint 1/26 Svc/Parkway Maint 12/25 Svc/Sr Center 12/25 Svc/Stanton Channel Berm 12/25 Svc/Storm Drain 12/25	12/25(J) 12/25(L) 12/25(K) 12/25(I) 12/25(O) 1/26 12/25(P) 12/25(N) 12/25(M) 12/25(H)	\$ 556.34 \$ 3,942.21 \$ 54.74 \$ 983.90 \$ 13,614.02 \$ 9,552.54 \$ 9,547.86 \$ 121.24 \$ 473.94 \$ 489.53
69812	123002 - GRAINGER	\$ 212.08	Sweeper Warning Lights(3) 1/14	9769765166	\$ 212.08
69813	110049 - GREAT SCOTT TREE SERVICE INC	\$ 483.00	Svc/Trim Trees(7) 12/11	58641	\$ 483.00
69814	1965 - GREENFIELDS OUTDOOR FITNESS, INC	\$ 673.44	Rubber Stoppers(24)/Exercise Equipment/Mackay Park 1/7	S31394	\$ 673.44
69815	103008 - HARTZOG & CRABILL INC	\$ 2,558.40	Consult/Traffic Signal Cabinet Replacement 12/25 Svc/Monitor Traffic Signals 12/25	25-0516 25-0517	\$ 450.00 \$ 2,108.40
69816	117233 - HOME DEPOT CREDIT SVC-REC #0720	\$ 103.68	Supplies/Arnold Cypress Park Office 12/19 Supplies/Lexington Park Office 12/19 Supplies/Playground/Kids Night Out 12/12 Supplies/Youth Sports 12/19	8532193 8532195 5531068 8532194	\$ 32.28 \$ 31.65 \$ 22.56 \$ 17.19
69817	2727 - ILAGAN, ELEANOR ELENZ DANCE	\$ 117.00	Instruct/Elenz Dance Night 1/8	1/8/26	\$ 117.00
69818	120000 - INSIGHT PUBLIC SECTOR	\$ 208.33	PD Sub/Racial & Identity Profiling Act Reporting 12/25	1101353216	\$ 208.33
69819	1316 - JR GREASE SERVICE	\$ 900.00	Svc/Clean Grease Trap/Comm Center 1/20 Svc/Clean Grease Trap/Sr Center 1/20	49631 49630	\$ 450.00 \$ 450.00
69820	2039 - KELLY SPICERS INC KELLY SPICER STORES	\$ 1,076.21	PD Copy Paper(80 Rms) 1/12 Specialty Paper(3.25 Rms)/Adhesive Labels(100) 12/22	12122546 12111209	\$ 526.79 \$ 549.42
69821	125450 - KMBS USA INC KONICA MINOLTA	\$ 2,659.83	Copier Maint/Citywide 10/1/25-12/31/25	9010730551	\$ 2,659.83
69822	2500 - LAN WAN ENTERPRISE, INC	\$ 4,829.30	Data Cable(1.3K Ft)Connectors(2)/Misc Hardware 1/22	76894	\$ 4,829.30
69823	112006 - LEAGUE OF CALIF CITIES	\$ 300.00	Dues/League of CA Cities/OC Division 2026	2341	\$ 300.00
69824	112006 - LEAGUE OF CALIF CITIES	\$ 18,545.00	Dues/League of CA Cities 2026	INV45177-G1G7F9	\$ 18,545.00
69825	109290 - LONG BEACH BMW-RCA INVESTMENTS INC	\$ 364.09	PD Replace/Tire/Motor Unit #661	55535	\$ 364.09
69826	109220 - MANHATTAN STITCHING CO, INC - BRENDAN SCREEN PRII	\$ 377.13	Shirts(35)/Counselor In Training 1/9	112760	\$ 377.13
69827	111271 - MAR-CO EQUIPMENT CO	\$ 847.55	Sweeper Gutter Broom(1)/Brush(1)/Misc 1/9	213483	\$ 847.55
69828	2407 - MDJ MANAGEMENT	\$ 44,650.00	Construct/Roof Replacement/Boys & Girls Club 11/25-12/25	CYP1002.3	\$ 44,650.00
69829	129724 - NAPA AUTO PARTS - SO CAL AUTO & TRUCK PARTS INC	\$ 303.59	Brakes(2)/Brake Pads(2)/Tire Repair Patches(60)/Misc 1/12 Credit/Brake Rotors(2) 2/26	495988 493013	\$ 461.98 \$ (158.39)

**City of Cypress
Payment Register
12/27/25 - 02/06/26**

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
69830	672 - O'REILLY AUTO PARTS	\$ 652.41	Air Filters(4)/Thermostats(2)/Oil Filters(5) 1/21 Motor Oil(40 Qts)/Exhaust Fluid(12.5 Gls)/Oil Filters(2) 1/13 Replace/Spark Plugs(8)/Ignition Wire(1 Set)/Unit #117 Window Motor Assembly(1)/Actuator(1) 1/13	3078-216340 3078-214325(A) 3078-213091 3078-214325	\$ 108.95 \$ 310.30 \$ 129.36 \$ 103.80
69831	2563 - OC UNIFORMS & TAILORING INC	\$ 8,689.65	PD Safety Gear/Recruit ASepulveda 12/16 PD Safety Gear/Recruit CSorenson 11/12 PD Safety Gear/Recruit DDoxey 12/3 PD Safety Gear/Recruit PPena 12/15 PD Uniform/Recruit ASepulveda 12/16 PD Uniform/Recruit ASepulveda 12/22 PD Uniform/Recruit CSorenson 11/12 PD Uniform/Recruit CSorenson 12/22 PD Uniform/Recruit DDoxey 12/22 PD Uniform/Recruit DDoxey 12/3 PD Uniform/Recruit PPena 12/15 PD Uniform/Recruit PPena 12/22	1773 1598 1697 1765 1774 1819 1596 1816 1817 1696 1768 1818	\$ 687.80 \$ 500.92 \$ 797.48 \$ 743.16 \$ 1,643.55 \$ 223.48 \$ 1,413.05 \$ 223.48 \$ 223.48 \$ 455.40 \$ 1,554.37 \$ 223.48
69832	2715 - OCY MANAGEMENT, LLC	\$ 6,120.00	Sr Center/Nutrition Program 12/25 Taxi Vouchers/Sr Center 12/25	12503025 12501025	\$ 930.00 \$ 5,190.00
69833	2236 - PROACTIVE WORK HEALTH SERVICES	\$ 648.00	Pre-Place Physical(2)/City 12/25	041939	\$ 648.00
69834	144 - R.C.S. INVESTIGATIONS & CONSULTING, LLC	\$ 3,600.00	PD Svc/Background Check(1) 1/16 PD Svc/Background Check(1) 7/31	7269 7196	\$ 1,800.00 \$ 1,800.00
69835	101148 - RED WING SHOE STORE	\$ 189.63	Safety Shoes/GGomez 12/30	20260108025347	\$ 189.63
69836	130231 - RSG, INC ROSENOW SPEVACEK GROUP INC	\$ 6,152.00	Consult/Citrus Square/Loan Processing/LWelch Consult/Citrus Square/Loan Processing/ROlson Consult/Citrus Square/Loan Processing/TCalderon Consult/Citrus Square/Loan Processing/YKim & HKang	14825 14828 14827 14829	\$ 1,538.00 \$ 1,538.00 \$ 1,538.00 \$ 1,538.00
69837	100453 - SAGONA'S ALL CITY BACKFLOW	\$ 1,100.00	Svc/Test & Certify/Backflow Devices(10) 1/15 Svc/Test & Certify/Backflow Devices(3) 1/16 Svc/Test & Certify/Backflow Devices(7) 1/9	109908 109914 109889	\$ 550.00 \$ 165.00 \$ 385.00
69838	109355 - SANTA ANA COLLEGE CRIMINAL JUSTICE	\$ 46.00	PD Reg/Drones for First Responders/EC 11/13-11/15	78242	\$ 46.00
69839	2031 - SDI PRESENCE LLC	\$ 1,956.00	W/C Svc/Cloud Backup 12/25 W/C Svc/Monitor IT/CAD System 12/25 W/C Svc/Security Software 12/25	21490 21400 21293	\$ 396.00 \$ 142.50 \$ 1,417.50
69840	2753 - SHEN, YAN	\$ 7,365.00	Settlement/YShen 12/3/25	1/30/26	\$ 7,365.00
69841	119016 - SO CAL EDISON	\$ 7,528.20	700003851853 Svc/Parkways 12/25 700351486618 Svc/Willow Park 12/25 700564248438 Svc/Traffic Signals 12/25 700710877173 - Svc/Lexington Park 1/26	12/25(E) 12/25(G) 12/25(F) 1/26	\$ 554.45 \$ 196.00 \$ 3,636.50 \$ 3,141.25
69842	119017 - SO CAL GAS CO	\$ 47.83	08131074000 Svc/Storm Drain 1/26 14011061398 Svc/Storm Drain 1/26 16111070716 Svc/Storm Drain 1/26	1/26(B) 1/26(A) 1/26	\$ 15.29 \$ 16.27 \$ 16.27

**City of Cypress
Payment Register
12/27/25 - 02/06/26**

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
69843	1591 - SOUTHERN CALIFORNIA NEWS GROUP	\$ 600.86	Pub Notice/Ordinance #1224/Holder Street Speed Limit	0011767188	\$ 600.86
69844	1279 - SOUTHERN CALIFORNIA SHREDDING, INC	\$ 65.00	PD Svc/Shredding 1/12	298356	\$ 65.00
69845	122862 - STEVEN ENTERPRISES INC	\$ 551.29	Plotter Ink(3 Cartridges)/Comm Center 1/16	67276	\$ 551.29
69846	110567 - T-MOBILE USA	\$ 50.00	PD Svc/Search Warrant/DR #25-02580 11/6	L2512020237	\$ 50.00
69847	116933 - V & V MANUFACTURING INC	\$ 60.29	PD Repair/Badge 1/22	63761	\$ 60.29
69848	2089 - VAZQUEZ, JORGE M GREASE AWAY	\$ 1,200.00	Svc/Clean Exhaust Hood/Comm Center 1/16	3287	\$ 600.00
			Svc/Clean Exhaust Hood/Sr Center 1/16	3288	\$ 600.00
69849	129595 - VERIZON WIRELESS - CA	\$ 63.88	Cell Svc/Rec 1/26	1/26	\$ 63.88
69850	2142 - VRC COMPANIES, LLC VITAL RECORDS HOLDINGS, LLC	\$ 473.72	Off-Site Records Storage/Retrieval 1/26	5879305	\$ 473.72
69851	2491 - WELLS FARGO FINANCIAL LEASING, INC	\$ 188.43	W/C Rental/Copier 2/6-3/5	5037363501	\$ 188.43
69852	127591 - WEST COAST SAND & GRAVEL	\$ 554.37	Fill Sand(24.5 Tons) 1/2	915519	\$ 554.37
69853	1974 - YUNEX LLC	\$ 18,061.06	Repair/Traffic Signal 12/25	5610007275	\$ 12,679.36
			Traffic Signal Maint 12/25	90006069	\$ 5,381.70
69854	0 - CHAVEZ, SYLVIA	\$ 500.00	Refund/Facility Deposit/Contract #11283	Rfd 1/30/26	\$ 500.00
69855	0 - DESANTIAGO, MARIBEL	\$ 300.00	Refund/Facility Deposit/Contract #11558	Rfd 1/30/26	\$ 300.00
69856	0 - LIN, MARIAN	\$ 108.00	Refund/Pickleball 1/11-2/1	Rfd 1/30/26	\$ 108.00
69857	0 - METOYER, SHAHIDAH	\$ 300.00	Refund/Facility Deposit/Contract #10894	Rfd 1/30/26	\$ 300.00
69858	0 - ORIEL, LESLEY	\$ 300.00	Refund/Facility Deposit/Contract #11028	Rfd 1/30/26	\$ 300.00
69859	0 - SUNG, PAUL	\$ 300.00	Refund/Facility Deposit/Contract #11487	Rfd 1/30/26	\$ 300.00
68185	2628 - LEE, JESSICA	\$ (264.00)	Meals/Emergency Vehicle Operations Course 4/6-4/12	Reimb 6/20/25	\$ (264.00)
68433	2661 - PANELLA, EMILY	\$ (32.72)	W/C Reimb/Suicide by Cop:Assessment & De-Escalation 6/25	Reimb 7/18/25	\$ (32.72)
68562	2662 - SALLAS, ANITA	\$ (11.58)	Mileage/Golden West Ccollege/PD Candidate Testing 7/11	Rfd 8/1/25	\$ (11.58)
69611	0 - CALCOR CONSTRUCTION CO	\$ (18,025.00)	Refund/Recycling Deposit/CDD-24-352/4955 Katella Ave	Rfd 12/19/25	\$ (18,025.00)
69639	2748 - ARRELLANO, ROBERTO	\$ (1,000.00)	Settlement/Rarellano 9/23/25	1/16/2026	\$ (1,000.00)
69774	0 - KIM, JIN KOOK	\$ (150.00)	Refund/Facility Deposit/Contract #11471	Rfd 1/16/26	\$ (150.00)
Total EFTs		\$ 693,491.08			\$ 693,491.08
Total Warrants		\$ 1,967,592.82			1,967,592.82
Transfer to Payroll (W1574)		\$ 978,475.69	Payroll 12/19/25-01/02/26		978,475.69
Transfer to Payroll (W1575)		\$ 823,288.66	Payroll 01/02/26-01/16/26		823,288.66
Transfer to Payroll (W1576)		\$ 833,437.05	Payroll 01/16/26-01/30/26		833,437.05
Grand Totals		\$ 5,296,285.30			\$ 5,296,285.30



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

8.

FROM: Stephanie Sikkema, Director of Finance and Administrative Services

DATE: 02/23/2026

SUBJECT: Receive and File the Fiscal Year 2025-26 Second Quarter Financial Report (Mid-Year Budget Review) and Approve Budget Adjustments

RECOMMENDATION

It is recommended that the City Council take the following actions:

1. Receive and file the Second Quarter Financial Report for Fiscal Year 2025-26 (Mid-Year Budget Review); and
2. Approve the following budget adjustments:

Increase General Fund (Fund 111) expenditures by \$486,800 and revenue by \$763,450 for a positive net change of \$276,650;

Increase Cypress Recreation and Park District General Fund (Fund 212) expenditures by \$14,500;

Decrease Asset Seizure Fund - Justice (Fund 282) expenditures by \$64,750;

Increase Asset Seizure Fund - Treasury (Fund 283) expenditures by \$84,750 and reallocate \$75,100 from an expenditure to a transfer to the City Capital Replacement Fund (Fund 721);

Increase City Capital Projects Fund (Fund 415) expenditures by \$97,000 and revenue by \$37,000;

Increase City Central Services Fund (Fund 711) expenditures by \$24,100;

Increase City Capital Replacement Fund (Fund 721) expenditures and revenue (transfers-in) by \$75,100; and

Increase Cypress Recreation and Park District Capital Replacement Fund (Fund 725) expenditures by \$30,400.

SUMMARY

This report is intended only to provide the City Council and the public with an overview of the City's general fiscal condition. The financial information included in this report is preliminary, unaudited and subject to revision upon completion of the City's closing and audit. The City will make the Quarterly Financial Report available on the City's website.

DISCUSSION

The City has completed the second quarter of Fiscal Year 2025-26. The Quarterly Report (Attachment No. 1) summarizes the overall financial performance of the City for the period of July 1, 2025 through December 31, 2025, but it is not meant to be inclusive of all finance and accounting transactions. While the focus of the report is the General Fund, summary financial information is also provided for the Cypress Recreation and Park District General Fund and Capital Project Funds.

The information presented reports revenues as they are received and expenditures when paid. Revenues and expenditures are only accrued at year-end to account for such activity in the correct fiscal year. Additionally, a budget amendment is proposed with the Quarterly Report to adjust revenue and expenditures based on activity to date.

BUDGET IMPACT

The proposed budget amendment has a positive impact on the General Fund of \$276,650. Proposed changes to the General Fund are summarized in Table 1 and changes to other funds are summarized in Table 2.

Table 1. Proposed Changes to General Fund

General Fund	Current Budget (\$)	Proposed Amendment (\$)	Amended Budget (\$)
REVENUE			
Property Taxes	14,794,000		14,794,000
Sales Tax	12,605,000	475,000	13,080,000
Other Taxes	7,475,000		7,475,000
Service Charges	4,285,732	249,300	4,535,032
Interest & Rents	2,225,739		2,225,739
Licenses & Permits	968,185		968,185
Revenue from Other Agencies	571,152		571,152
Fines	253,000		253,000
Other Revenue	15,500	39,150	54,650
Revenue Total	\$43,193,308	\$763,450	\$43,956,758
EXPENSE			
Police	24,145,975		24,145,975
Public Works	8,988,193	114,000	9,102,193
City Council & Mgmt	4,168,758	347,800	4,516,558
Finance/ Admin Svcs	2,924,082		2,924,082
Community Development	1,794,687	25,000	1,819,687
Expenditures Total	\$42,021,695	\$486,800	\$42,508,495
Revenue Less Expenditures	1,171,613	276,650	1,448,263

Net Transfers	(3,076,759)	0	(3,076,759)
Net Change in Fund Balance	(\$1,905,146)	\$276,650	(\$1,628,496)
Beginning Fund Balance	37,436,094		37,436,094
Estimated Ending Fund Balance	35,530,948		35,807,598

Table 2. Proposed Changes to Other Funds

Fund	Current Budget (\$)	Proposed Amendment (\$)	Amended Budget (\$)
Fund 212 - CRPD - General Fund			
REVENUE	10,042,235		10,042,235
EXPENSE	14,174,687	14,500	14,189,187
Fund 282 - Asset Seizure Fund - Justice			
REVENUE	10,000		10,000
EXPENSE	489,792	-64,750	425,042
Fund 283 - Asset Seizure Fund - Treasury			
REVENUE	10,000		10,000
EXPENSE	235,009	84,750	319,759
Fund 415 - City Capital Projects Fund			
REVENUE	34,291,435	37,000	34,328,435
EXPENSE	35,267,882	97,000	35,364,882
Fund 711 - City Central Services Fund			
REVENUE	1,848,565		1,848,565
EXPENSE	1,833,237	24,100	1,857,337
Fund 721 - City Capital Replacement Fund			
REVENUE	2,220,593	75,100	2,295,693
EXPENSE	2,020,868	75,100	2,095,968
Fund 725 - CRPD Capital Replacement Fund			
REVENUE	211,176		211,176
EXPENSE	258,503	30,400	288,903

LEGAL REVIEW

None required.

APPROVED BY: Sean Joyce, Interim City
Manager

Attachments

FY2025-26 Second Quarter Financial Report

Quarterly Financial Report FY 2025-26 Second Quarter

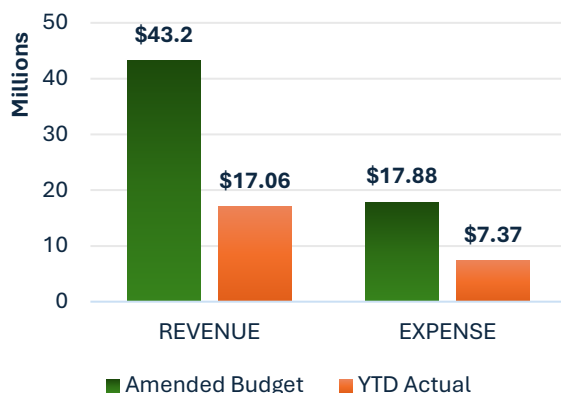
The City has completed the second quarter of Fiscal Year (FY) 2025-26. This report summarizes the overall financial performance of the City for the period of July 1, 2025, through December 31, 2025, but it is not meant to be inclusive of all finance and accounting transactions. While the focus of the report is the General Fund, summary financial information is also provided for the Cypress Recreation and Park District General Fund and Capital Project funds. The information presented is unaudited. This report is intended to provide City Council and the public with an overview of the City's general fiscal condition.

The revenue and expenditures per the Budget to Year-To-Date (YTD) Actual comparisons include adjustments for carryovers and any appropriations made as of December 31, 2025. The information presented reports revenues as they are received and expenses when paid. Revenues and expenses are only accrued at year end to account for such activity in the correct fiscal year.

City General Fund Overview

Based on the first six months of the fiscal year, the city has received 39% of its budgeted revenue and spent 44% of its budgeted expenses. As of December 31, 2025, expenses exceeded revenue which is typical for this time of year.

Chart 1. General Fund Revenue & Expenses



General Fund Revenue

Many revenue payments in the first half of the year (including sales taxes, franchise taxes, transient occupancy taxes, and interest earnings) are received after December 31st. Thus, only one-third of revenues are typically received by mid-year. Revenue (as a percentage of budget) is 39%, which is 6% ahead of last fiscal year to-date.

Table 1. Summary of General Fund Revenue

General Fund Revenue (\$ Millions)	Amended Budget	Actual YTD	% of Budget
Property Taxes	14.79	4.36	29%
Sales Tax	12.61	4.77	38%
Other Taxes	7.48	3.13	42%
Service Charges	4.29	1.83	43%
Interest & Rents	2.23	2.01	90%
Licenses & Permits	0.97	0.72	74%
Revenue from Other Agencies	0.57	0.08	14%
Fines	0.25	0.11	44%
Other Revenue	0.02	0.05	331%
Total Revenue	\$43.19	\$17.06	39%

Sales taxes and property taxes combined make up over 63% of General Fund revenue. While property tax tends to be stable and grow at generally predictable rates, sales tax receipts are more volatile and fluctuate with the economy.

The FY 2025-26 Adopted Budget used projections from the City's sales tax consultant which reflect ongoing economic uncertainties and their impact on revenues. The most recent forecast projects \$475,000 more than the amended budget.

Property Tax distributions are trending over the prior year at 29% of budget received to-date. The first large distribution of Property Tax is in December.

Most other revenue sources are in line with budget. However, there are some revenue items trending over budget and are proposed to be increased:

- Engineering and Inspection Fees (\$42,800).
- Miscellaneous Revenue (\$39,150).
- Motor Vehicle License Fee (\$16,500).
- Plan check overages (\$190,000).

Overall, General Fund revenues for FY 2025-26 are projected to exceed expectations by \$760k. The proposed increases in revenue are included in the proposed amendment.

Table 2. General Fund Revenue Projection

General Fund Revenue (\$ Millions)	Amended Budget	Proposed Amendment	New Projection
Property Taxes	14.79	0.00	14.79
Sales Tax	12.61	0.48	13.08
Other Taxes	7.48	0.00	7.48
Service Charges	4.29	0.25	4.54
Interest & Rents	2.23	0.00	2.23
Licenses & Permits	0.97	0.00	0.97
Revenue from Other Agencies	0.57	0.00	0.57
Fines	0.25	0.00	0.25
Other Revenue	0.02	0.04	0.05
Total Revenue	\$43.19	\$0.76	\$43.96

General Fund Expenditures

As of the second quarter, all departments are trending under budget (less than 50%).

Table 3. Summary of General Fund Expenditures

General Fund Expenditures (\$ Millions)	Amended Budget	Actual YTD	% of Budget
City Council & Mgmt	4.17	1.86	45%
Community Development	1.79	0.70	39%
Finance/ Admin Svcs	2.92	1.23	42%
Police	24.15	11.07	46%
Public Works	8.99	3.59	40%
Total Expenditures	\$42.02	\$18.44	44%

Proposed adjustments to the General Fund:

There are some programs that are trending over budget and are proposed to be adjusted:

- Severance payment to former City Manager (\$315,000).
- Attorney charges (\$32,800).
- Parks Impact Fee Study (\$25,000): The City imposes an impact fee on certain new

residential developments. Recent changes in State law require a study to ensure these fees are proportionate, equitable, and defensible.

- Overage for contract plan check services which are offset by revenue (\$114,000).

These activities tend to be largely out of the City's control and can vary significantly from one fiscal year to the next. This projection has been included in the proposed budget amendment:

Table 4. General Fund Expenditure Projection

General Fund Expenditures (\$ Millions)	Amended Budget	Proposed Amendment	New Projection
City Council & Mgmt	4.17	0.35	4.52
Community Development	1.79	0.03	1.82
Finance/ Admin Svcs	2.92	0.00	2.92
Police	24.15	0.00	24.15
Public Works	8.99	0.11	9.10
Total Expenditures	\$42.02	\$0.49	\$42.51

The proposed amendment increases General Fund expenditures to \$42.51 million and has a positive net change of \$276,650.

Fund Balance Overview for City General Fund

As of July 1, 2025, the General Fund had a beginning fund balance of \$37.44 million – \$5 million over the adopted budget. Based on the current projection, the General Fund will have an ending fund balance of \$35.81 million.

Table 5. General Fund, Fund Balance

General Fund Fund Balance (FB) (\$ Millions)	Adopted Budget	Current Projection	Inc./ (Dec.)
Beginning FB	31.40	37.44	6.04
Rev. Less Exp.	1.68	1.45	(0.23)
Net Transfers	(2.02)	(3.08)	(1.06)
Estimated Ending FB	\$31.06	\$35.81	\$4.75

In prior years, fund balance was assigned and/or transferred to other funds per the City's Fiscal Strategies. These strategies will be reviewed with City Council during the upcoming budget workshop March 24th.

Cypress Recreation and Park District (CRPD) General Fund (GF) Overview

Revenues and expenditures for the first six months of the fiscal year for the District are summarized in Table 6. As of December 31, 2025, revenues are at 49% of the Amended Budget and expenditures are at 23%.

Table 6. Recreation & Park District General Fund

CRPD General Fund (\$ Millions)	Amended Budget	Actual YTD	% of Budget
REVENUE			
Property Taxes	7.62	4.18	55%
Use of Money and Property	1.06	0.37	35%
Charges for Services	0.79	0.34	44%
From Other Agencies	0.58	0.03	5%
Other Revenue	0.00	0.02	0%
Total Revenue	\$10.04	\$4.94	49%
EXPENDITURES			
Personnel Costs	2.94	1.30	44%
Supplies and Services	3.97	1.33	33%
Interfund Charges	0.35	0.18	50%
Debt Service	2.00	0.00	0%
Capital Project Costs	4.62	0.36	8%
Total Expenditures	\$13.89	\$3.16	23%

Total expenditures tend to fluctuate year to year due to budgeted capital projects while operating expenditures experience less volatility. Typically, operating expenditures are below 50% at the end of the calendar year due to most December non-personnel expenditures (which includes contract costs for landscaping and custodial services) not being paid until January.

Proposed adjustments to the District:

District General Fund

- New staff uniforms for branding (\$14,500): As part of the rebranding process, CRPD will need to purchase new staff uniforms to properly equip approximately 90 employees.

District Capital Replacement Fund

- Refrigerator and freezer replacement (\$23,400): The Senior Center's commercial

refrigerator and freezer stopped working and needed replacement. These are essential pieces of equipment for the Center's nutrition programs as food is delivered cold or frozen at least one day in advance of when it is served. Last fiscal year, over 21,000 meals were delivered and served onsite.

- New vehicle overage (\$7,000): The CRPD Capital Replacement Fund budget included \$14,000 to purchase a utility vehicle for Arnold Cypress Park, however; quotes came in over budget by \$7,000 (\$21,000 total).

District General Fund, Fund Balance

The District's fund balance is projected to decrease by \$4.15 million due to capital expenses and outstanding loans due to the City. However, excluding capital and loan repayments (\$6.62 million), the District has positive revenue less expenditures of \$2.48 million.

Table 7. Recreation & Park District Fund Balance

District General Fund Fund Balance (FB) (\$ Millions)	Actual 6/30/2025	Projection 6/30/2026	Inc./ (Dec.)
Revenue	\$10.51	\$10.04	(\$0.47)
EXPENDITURES			
Operating Budget	6.00	7.28	1.28
Transfers Out	0.17	0.29	0.12
Subtotal Operating Expenditures	\$6.17	\$7.57	\$1.39
Capital Expenses	22.16	4.62	(17.54)
Debt Service	0.69	2.00	1.31
Subtotal Capital & Debt	\$22.85	\$6.62	(\$16.23)
Total Expenditures	\$29.03	\$14.19	(\$14.84)
Revenue Less Expenditures	(18.52)	(4.15)	14.37
Beginning FB	(2.91)	(21.43)	(18.52)
Estimated Ending FB	(\$21.43)	(\$25.57)	(\$4.15)

As of June 30, 2025, the principal balance was \$3.2 million for Lexington Park and \$30.5 million for Arnold Cypress Park. Future repayments for Lexington Park are determined by the availability of park development revenues. Repayments for Arnold Cypress Park are \$2 million per year, inclusive of interest (2.0% per annum).

Capital Projects Overview

The table below provides a status of the City's capital improvement projects.

Table 8. Summary of Capital Projects

Capital Projects (\$ Millions)	Amended Budget	Actual YTD	% of Budget
Street Projects	1.96	0.05	2.8%
Storm Drainage Projects	28.99	0.43	1.5%
Parkway Projects	1.08	0.12	10.9%
Public Facility Projects	3.24	0.19	6.0%
Grand Total	\$35.27	\$0.80	2.3%

Capital project expenditures for the first half of the year are consistent with expectations. Public Works will provide a separate update to the City Council on the Capital Improvement Program.

The following adjustments are recommended:

- City Hall LED Lights Retrofit (\$20,000): Recent California regulations prohibit the purchase of fluorescent lamps. LED replacements are available and can be installed in-house.
- Concrete - Sidewalk Rehab (\$37,000): Work includes the replacement of concrete curb, gutter, sidewalk, and driveway associated with Conditional Use Permit (CUP) No. 2001-20 for 4962-4992 Lincoln Ave. This expense will be offset by revenue.
- HVAC Replacement at Maintenance Yard and Telecom Room (\$40,000): Both facilities were originally scheduled for replacement next fiscal year; however, immediate repairs are necessary to maintain proper cooling for critical server equipment.

Other Recommended Budget Amendments

Below are proposed changes to other funds based on unanticipated situations:

Asset Seizure Fund, Justice & Treasury

- Mobile Audio-Visual System for Police Patrol Vehicles (\$75,100): Funds that were budgeted to be expended directly from the Treasury Fund are proposed to be transferred to and paid out of the Equipment Replacement Fund for continuation of the

mobile AV project. This will account for the whole the asset in one fund.

- Cell phones and peripherals (\$20,000): Cell phones are essential safety equipment that allow officers to access body-worn and in-car camera footage, intelligence databases, and real-time information, and to securely capture photographs that can be booked into evidence immediately.
- Taser Subscription (\$64,750): Funds are proposed to be reallocated from the Justice fund to the Treasury fund to ensure an adequate fund balance in the Justice fund. There are adequate funds available in the Treasury fund to support this eligible expenditure.

City Central Services Fund

- Unforeseen Police vehicle maintenance (\$24,100): One patrol vehicle required significant engine and exhaust repairs, and additional funding is necessary to cover routine maintenance for the remainder of the fiscal year, ensuring these critical Police vehicles remain in daily operation and extending their useful service life.

Conclusion

This summary report is derived from detailed financial information generated by the City's Finance & Administrative Services Department. For more information regarding the City's finances, please visit www.cypressca.org.



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

9.

FROM: Nick Mangkalakiri, Director of Public Works

DATE: 02/23/2026

SUBJECT: Master Reimbursement Agreement with Orange County Sanitation District

RECOMMENDATION

Approve the Master Reimbursement Agreement with the Orange County Sanitation District and authorize the City Manager to execute the Agreement.

DISCUSSION

The City's Capital Improvements Program (CIP) includes paving and street rehabilitation projects to ensure infrastructure is adequately funded and properly maintained. The annual arterial street rehabilitation project is part of a cost-effective strategy to maintain roadway pavements in good condition citywide.

Paving projects typically require existing utility manholes to be adjusted to match the finished grade of new pavement. The City's annual arterial street rehabilitation projects routinely include sewer manholes owned by the Orange County Sanitation District (OC San) within the project limits, requiring adjustments to their manhole frames and covers. The recommended Master Reimbursement Agreement will allow the City to be reimbursed for the cost of adjusting OC San's manholes and includes an administrative fee of 15% to cover the City's costs associated with administering the work. Reimbursement for each project shall be initiated through a Work Order issued by the Director of Public Works to OC San.

BUDGET IMPACT

There is no fiscal impact associated with the approval of this agreement. For any work performed on OC San facilities, the City will be reimbursed the full cost, plus a 15% administrative fee.

LEGAL REVIEW

The City Attorney has reviewed and approved the agreement as to form.

APPROVED BY: Sean Joyce, Interim City
Manager

Attachments

Master Reimbursement Agreement

**MASTER REIMBURSEMENT AGREEMENT
BETWEEN
CITY OF CYPRESS
AND
ORANGE COUNTY SANITATION DISTRICT**

This cooperative cost reimbursement agreement ("Agreement") is made and entered into as of _____ ("Effective Date"), by and between the City of Cypress (a municipal corporation organized and operating under the laws of the State of California with its principal place of business at 5275 Orange Avenue, Cypress California 90630) ("City") and Orange County Sanitation District (a municipal corporation organized and operating under the laws of the State of California with its principal place of business at 18480 Bandilier Circle, Fountain Valley, California 92708) ("OC San"). City and OC San are hereinafter sometimes referred to individually as "Party" and collectively as the "Parties".

RECITALS

WHEREAS, City initiates any particular street rehabilitation project ("Project") to improve pavement conditions City-wide; and

WHEREAS, City's Projects routinely involve the adjustment of OC San's manhole frames and covers ("Manhole Adjustments") that are within the Project's area; and

WHEREAS, City has agreed to perform the Manhole Adjustments as part of its Projects and seek reimbursement from OC San for the costs associated with the Manhole Adjustments ("Manhole Adjustment Costs"); and

WHEREAS, OC San has agreed to reimburse City for the Manhole Adjustment Costs; and

WHEREAS, the Parties desire to enter into this Agreement to establish the general terms for OC San to reimburse the City for the Manhole Adjustment Costs.

NOW, THEREFORE, the Parties agree as follows:

AGREEMENT

1. Incorporation of Recitals. The recitals above are true and correct, and are hereby incorporated herein by this reference.

2. Scope of Agreement. This Agreement applies to any City Project that involves Manhole Adjustments. For each Project where Manhole Adjustments are required, the City will include the Adjustment Work in its Project scope.

3. Term. This Agreement shall commence on the Effective Date and continue for a term of ten (10) years from the Effective Date, unless terminated earlier in accordance with Section 16, below.

4. Reimbursement. OC San's obligation to reimburse City includes the actual total costs for construction of the Adjustment Work for each Project, plus an Administrative Fee of up to fifteen percent (15%) of the total costs of the Adjustment Work for each Project. The "Administrative Fee" is intended to cover the City's internal costs related to administration of the Adjustment Work.

a. For each Project, the anticipated costs shall be presented to OC San in the form of a Work Order, which will include all relevant scope and costs. The parties shall execute each Work Order prior to, or concurrent with, the City's Project activities.

b. Work Orders may be executed by the City's Director of Public Works, or their designee, pursuant to the requirements of this Master Agreement. Such Work Orders may be made in the form of letter agreements or instruments as agreed between the Parties.

c. In any event, failure of the Parties to execute a Work Order shall not relieve OC San from obligation to pay for Manhole Adjustment Costs which are necessarily incurred as a result of City Projects, subject to City responsibilities outlined below.

5. Timing of Reimbursement. For completion of the Project, City shall submit an invoice to OC San setting forth the cost for the Adjustment Work and the amount of the Administrative Fee. Invoices shall be accompanied by a copy of appropriate documentation to substantiate the amounts included in the invoice. OC San shall provide reimbursement funds to City within thirty (30) calendar days of receipt of all required invoices and supporting documentation.

6. City Responsibilities. For each applicable Project, the City shall:

a. Be responsible for compliance with the California Environmental Quality Act and all other permitting requirements.

b. Where applicable, advertise for bids, hire a contractor, approve the work, and administer the contract for City's Project which includes the Manhole Adjustment work.

c. Include a separate line item in its bid documents for the Manhole Adjustment work. This line item will be identified and labelled as "Adjust OC San Manholes per OC San Standard Drawings S-050A, S-055 and S-055A" or similar designation.

d. Allow OC San a period of two (2) weeks to review the proposed bid unit prices for Manhole Adjustment work. OC San reserves the right to decide, based on this review, whether to proceed with the reimbursement process or to make other arrangements to complete the Manhole Adjustment work.

e. Provide written notification to OC San at least thirty (30) days prior to the commencement of any Project that will involve the Manhole Adjustment work.

f. Include detailed information in the Project plans and specification indicating the location and the requirements for the Manhole Adjustments. The Project plans and specification shall also reference OC San's standard drawings S-050A, S-055 and S-055A, or versions of the standards as published by OC San at the time of the construction, for the Adjustment Work. The current version of such standards are attached hereto as **Exhibit A**.

g. Provide OC San staff with contractor schedules and updates within five (5) days of acceptance by City staff.

h. Invite OC San staff to construction progress meetings.

i. Notify OC San seventy-two (72) business hours prior to the need for an inspection.

j. Ensure the City's construction contractor coordinates with OC San to retrieve the manhole frames and covers for the Manhole Adjustment work (provided by OC San) from the OC San Treatment Plant No. 1 in Fountain Valley.

k. Coordinate with OC San to ensure proper timing for OC San's inspectors to be present during the Manhole Adjustment process.

l. Obtain written approval from OC San for any change orders for Manhole Adjustment work prior to implementation.

m. Document and inform OC San of the date of the completion of the Manhole Adjustment Work. City will verify with OC San prior to issuance of progress payment to City's construction contractor that Manhole Adjustment work was completed per the standards.

7. OC San Responsibilities. For each applicable Project, OC San shall:

a. Provide, at OC San's expense, new frames and covers to replace the existing frames and covers.

b. Provide, at OC San's expense, inspection services to ensure compliance with the standards. OC San will promptly notify City if any portion of the Manhole Adjustment work appears not to conform to the standards and will work with the City to resolve all discrepancies.

c. Respond to City's request for an inspection within two (2) business days, excluding federal and local holidays. OC San will be responsible for the City's construction contractor's downtime due to failure to comply with this provision.

8. Indemnification. Each Party shall indemnify, defend, and hold the other Party (its officials, officers, employees, agents, consultants, and contractors) free and harmless from any and all claims (demands, causes of action, costs, expenses, liabilities, losses, damages or injuries in law or in equity to property or persons including wrongful death) in any manner arising out of or incident to any negligent acts or omissions or willful misconduct of the indemnifying Party (its officials, officers, employees, agents, consultants, or contractors) in the performance of the indemnifying Party's obligations under this Agreement (including the payment of all reasonable attorneys' fees).

9. Notice. Any notice or instrument required to be given or delivered by this Agreement may be given or delivered by depositing the same in any United States Post Office, certified mail, return receipt requested, postage prepaid, addressed to the following addresses and shall be effective upon receipt thereof:

CITY:

City of Cypress
5275 Orange Avenue,
Cypress, CA 90630
Attn: City Clerk

OC SAN:

Orange County Sanitation District
18480 Bandilier Circle
Fountain Valley, CA 92708
Attn: Clerk of the Board

10. Force Majeure. Neither Party will be liable for any delays or other non-performance resulting from circumstances or causes beyond its reasonable control (including without limitation fire or other casualty, act of God, strike or labor dispute, war or other violence, acts of third parties, or any law, order, or requirement of any governmental agency or authority other than the Parties).

11. Laws and Venue. This Agreement shall be interpreted in accordance with the laws of the State of California. If any action is brought to interpret or enforce any term of this Agreement, the action shall be brought in a state or Federal court situated in the County of Orange, State of California.

12. Entire Agreement. This Agreement represents the entire understanding of the Parties as to those matters contained herein; and supersedes and cancels any prior or contemporaneous oral or written understanding, promises, or representations with respect to those matters covered hereunder. Each Party acknowledges that no representations, inducements, promises, or agreements have been made by any person which are not incorporated herein; and that any other agreements shall be void. This is an integrated Agreement.

13. Severability. If any provision of this Agreement is determined by a court of competent jurisdiction to be invalid, illegal, or unenforceable for any reason, such determination shall not affect the validity or enforceability of the remaining terms and

provisions hereof or of the offending provision in any other circumstance; and the remaining provisions of this Agreement shall remain in full force and effect.

14. Successors and Assigns. This Agreement shall be binding upon and shall inure to the benefit of the successors in interest, executors, administrators, and assigns of each Party to this Agreement.

15. Non-Waiver. The delay or failure of either Party at any time to require performance or compliance by the other Party of any of its obligations or agreements shall in no way be deemed a waiver of those rights to require such performance or compliance. No waiver of any provision of this Agreement shall be effective unless in writing and signed by a duly authorized representative of the Party against whom enforcement of a waiver is sought. The waiver of any right or remedy with respect to any occurrence or event shall not be deemed a waiver of any right or remedy with respect to any other occurrence or event, nor shall any waiver constitute a continuing waiver.

16. Termination. This Agreement may be terminated by the Parties upon thirty (30) days written notice of termination. In such event, City shall be entitled to receive reimbursement for any and all outstanding Manhole Adjustment Costs incurred prior to termination.

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

18. Headings. Paragraphs and subparagraph headings contained in this Agreement are included solely for convenience and are not intended to modify, explain, or to be a full or accurate description of the content thereof; and shall not in any way affect the meaning or interpretation of this Agreement.

19. Amendments. Only a writing executed by all of the Parties hereto or their respective successors and assigns may amend this Agreement.

20. Counterparts. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original. All counterparts shall be construed together and shall constitute one single Agreement.

21. Authority. The persons executing this Agreement on behalf of the Parties hereto warrant that they are duly authorized to execute this Agreement on behalf of said Parties and that by doing so, the Parties hereto are formally bound to the provisions of this Agreement.

22. Electronic Signature. Each Party acknowledges and agrees that this Agreement may be executed by electronic or digital signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature.

**SIGNATURE PAGE FOR
MASTER REIMBURSEMENT AGREEMENT
BETWEEN
CITY OF CYPRESS
AND
ORANGE COUNTY SANITATION DISTRICT**

IN WITNESS WHEREOF, the Parties are signing this Agreement as of the Effective Date.

**ORANGE COUNTY SANITATION
DISTRICT**

Date: _____

By: _____
Ryan P. Gallagher
Board Chairman

ATTEST

Date: _____

By: _____
Kelly A. Lore, MMC
Clerk of the Board

APPROVED AS TO FORM:

Date: _____

By: _____

Scott C. Smith
OC San General Counsel

CITY OF CYPRESS

Date: _____

By: _____
Sean Joyce, Interim City Manager

ATTEST

Date: _____

By: _____
City Clerk

**APPROVED AS TO FORM:
CITY ATTORNEY'S OFFICE**

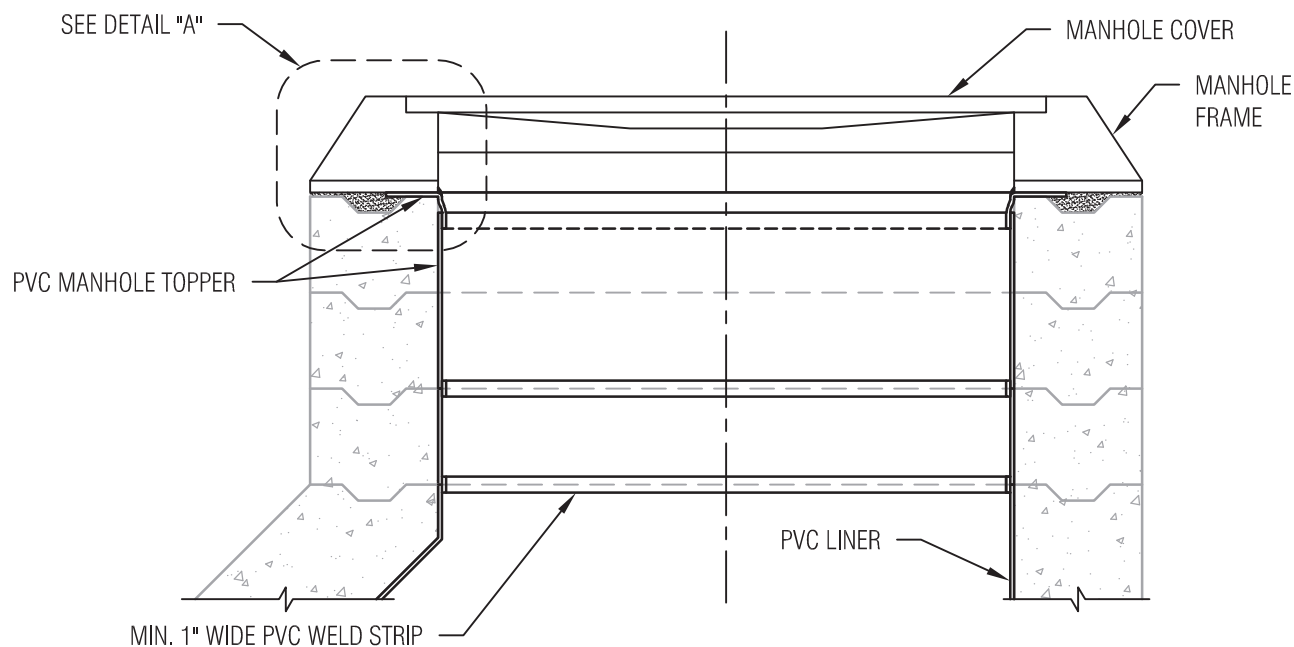
By: _____

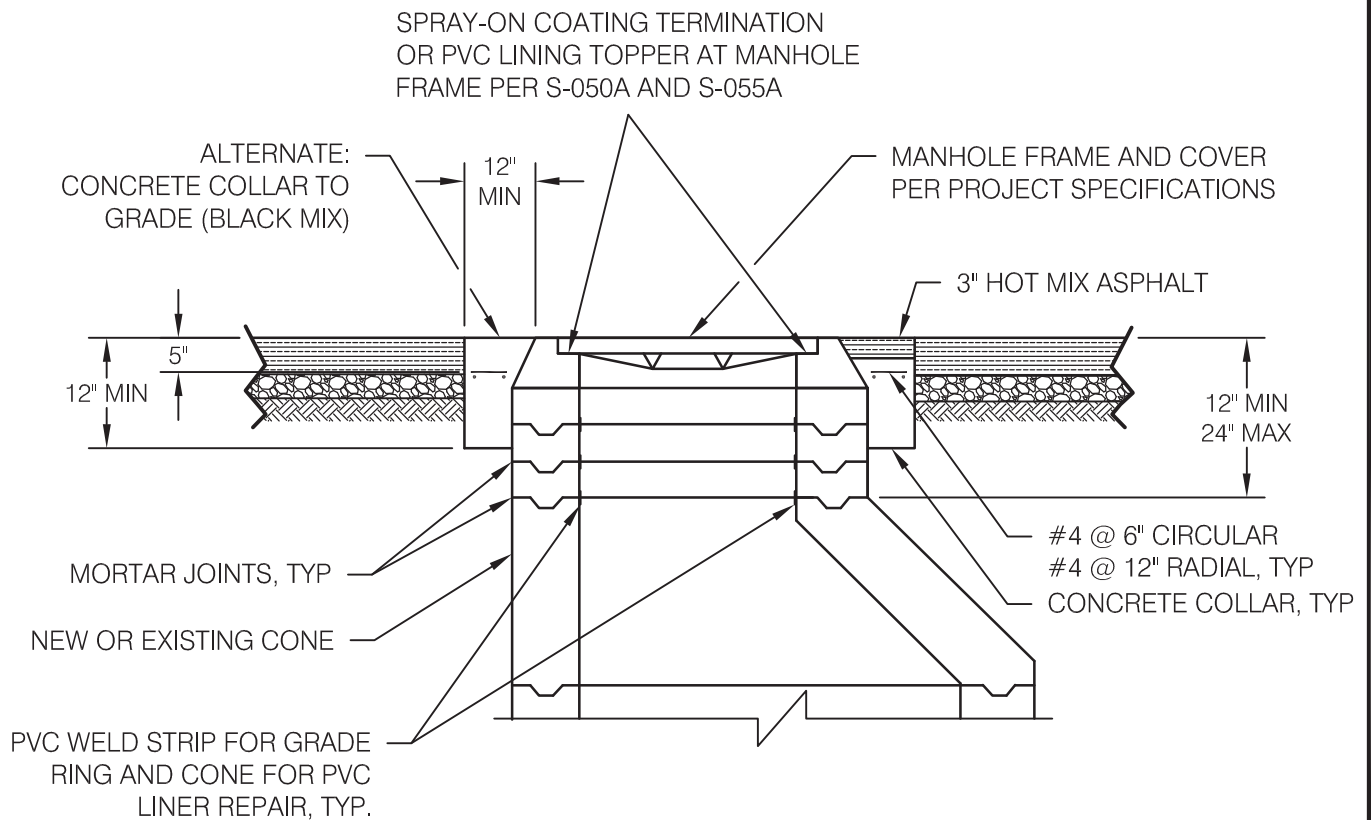
Fred Galante

Date: _____

EXHIBIT A

Standard Drawings



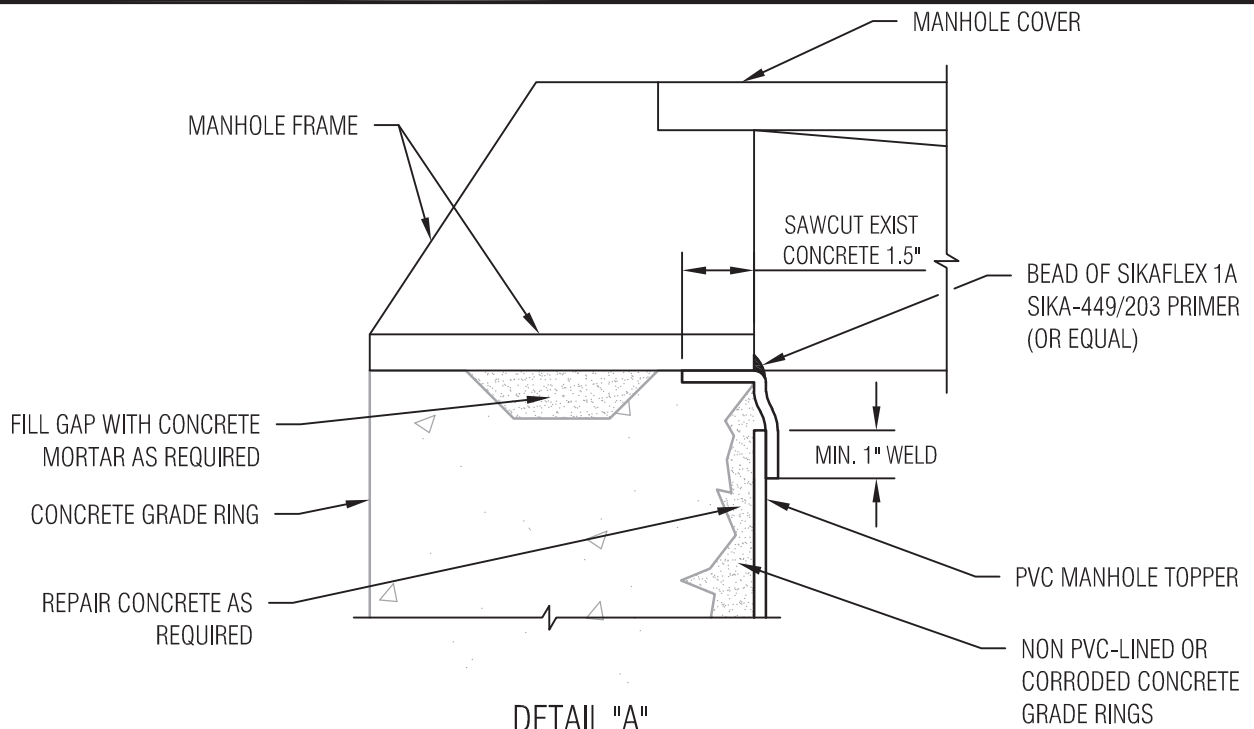


CROSS SECTION

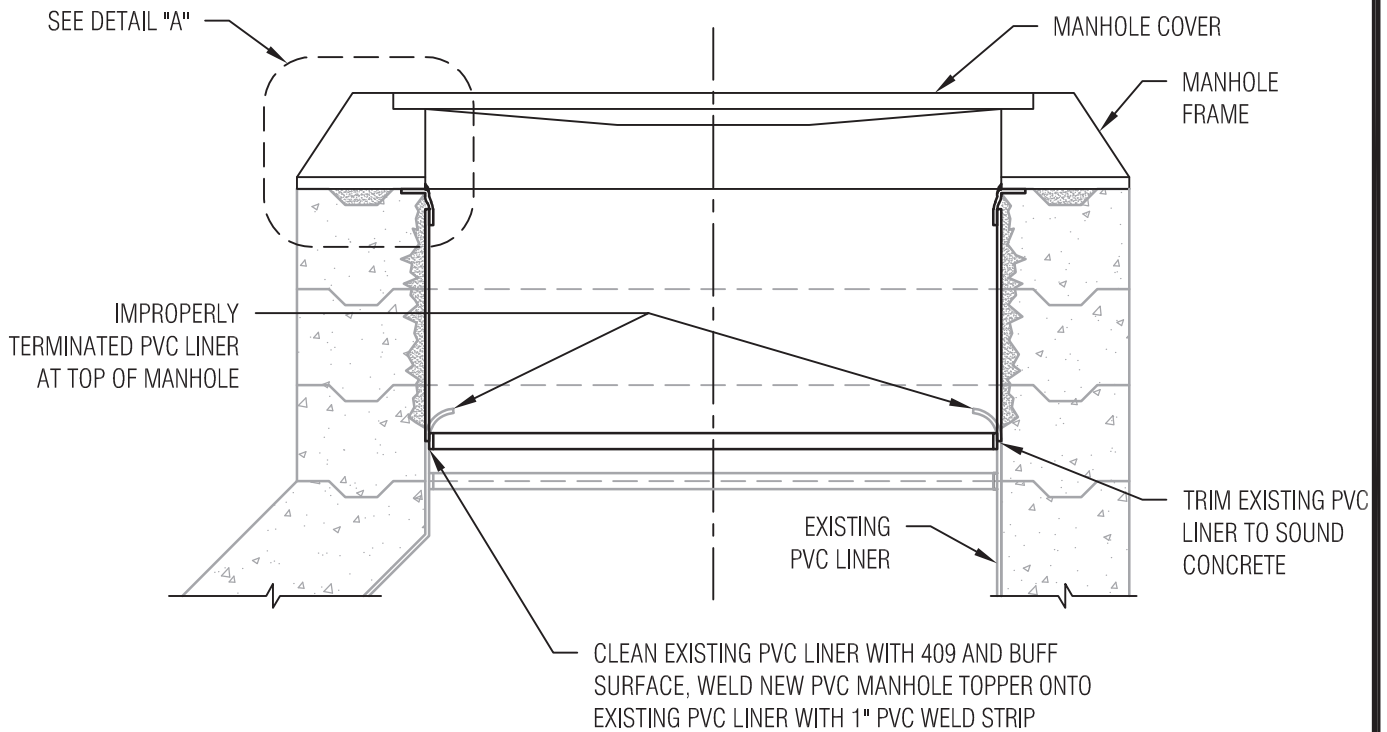
NOTES:

1. NEATLY REMOVE PAVEMENT AND AGGREGATE BASE AS NECESSARY TO MAKE ADJUSTMENT.
2. MAKE FINAL ADJUSTMENTS AT THE MORTAR JOINT BETWEEN THE FIRST AND SECOND GRADE RINGS. SET FLUSH WITH PAVEMENT TO 1/8" HIGH.
3. AT EXISTING MANHOLES, ADD OR REMOVE GRADE RINGS, REPAIR PVC OR SPRAYED LINER, AND SPARK TEST LINER FOR PINHOLES AS APPROVED BY THE ENGINEER. ADJUST HEIGHT AT MANHOLE RISER SECTIONS IF THE TOTAL HEIGHT OF GRADE RINGS WOULD EXCEED 24".
4. BACKFILL FLUSH WITH SURFACE OR BELOW PAVEMENT SURFACE AS REQUIRED BY GOVERNING AGENCY WITH 3250 PSI (CLASS B) QUICK-SETTING CONCRETE TO FORM COLLAR. EXPOSED CONCRETE SHALL BE BLACK IN COLOR.
5. FILL AREA ABOVE BELOW-GRADE COLLAR WITH AC WEARING SURFACE TO MATCH ADJACENT AC.
6. WHERE ODOR CONDITIONS EXIST OR WHERE DESIGNATED, SEAL MANHOLE RIM AND HOLES WITH DUCT-SEAL MASTIC. RE-SEAL IF EXISTING MANHOLE COVER WAS SEALED.

			ORANGE COUNTY SANITATION DISTRICT ORANGE COUNTY, CALIFORNIA	MANHOLE ADJUSTMENT TO GRADE	NO SCALE	
2	M. KLEINE	12/04/2023			APPROVED BY	STANDARD DWG.
1	EDAC	02/22/2017			Michael Dorman Digitally signed by Michael Dorman Date: 2024.01.04 13:26:24 -08'00'	S-055
NO.	APPROVED	DATE			DIRECTOR OF ENGINEERING	DATE



DETAIL "A"



EXISTING MANHOLE PVC LINER DETAIL

NOTES:

1. AT EXISTING MANHOLES, ADD OR REMOVE GRADE RINGS, REPAIR PVC OR SPRAYED ON LINER, AND SPARK TEST LINER FOR PINHOLES AND "PROBE TEST" FOR WEAK WELDS AS APPROVED BY THE ENGINEER. ADJUST HEIGHT AT MANHOLE RISER SECTIONS IF THE TOTAL HEIGHT OF GRADE RINGS WOULD EXCEED 24 INCHES.
2. WHERE ODOR CONDITIONS EXIST OR WHERE DESIGNATED, SEAL MANHOLE RIM AND HOLES WITH DUCT-SEAL MASTIC. RE-SEAL IF EXISTING MANHOLE COVER WAS SEALED.

			ORANGE COUNTY SANITATION DISTRICT ORANGE COUNTY, CALIFORNIA		PVC LINER REPAIR EXISTING CONCRETE MANHOLE	NO SCALE
			APPROVED BY			STANDARD DWG.
1	EDAC	02/22/2017	Millea, Kathleen			S-055A
NO.	APPROVED	DATE	Digitally signed by Millea, Kathleen Date: 2022.06.23 14:13:12 -07'00'			
			DIRECTOR OF ENGINEERING	DATE		



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

10.

FROM: Nick Mangkalakiri, Director of Public Works

DATE: 02/23/2026

SUBJECT: Accept the Installation of Traffic Signal System Software and Components, Project 352

RECOMMENDATION

1. Accept the Traffic Signal System Software and Components, Project 352, in the amount of \$324,230.68 and approve the final payment of \$16,211.54 to Crosstown Electrical & Data, Inc.; and
2. Authorize the City Clerk to file a Notice of Completion with the County Recorder.

DISCUSSION

On November 12, 2024, the City Council awarded a construction contract to Crosstown Electrical & Data, Inc. for the installation of traffic signal system software and components. The project included the replacement of traffic signal cabinets, controllers, relays, detectors, power supplies, and software at all 61 traffic signals citywide. The work began in April 2025 and was completed in January 2026.

Public Works will release the Labor and Materials Bond and the Faithful Performance Bond upon expiration of the required lien period.

BUDGET IMPACT

The original estimated cost of construction, construction support and inspection was \$536,896. The final construction cost for the project totaled \$459,538.30. Sufficient funds are budgeted in the Lighting District No. 2 Fund for these capital improvements.

LEGAL REVIEW

None required.

APPROVED BY: Sean Joyce, Interim City
Manager

Attachments

Cost Table

PROJECT COST TABLE

Traffic Signal System Software and Components Project 352

<u>Item Description</u>	<u>Original Amount</u>	<u>Actual Expenditures</u>	<u>Difference</u>
<u>Construction</u>			
Construction	\$ 304,489.00	\$ 304,489.00	\$ -
Construction Contingency	<u>\$ 76,000.00</u>	<u>\$ 19,741.68</u>	<u>\$ 56,258.32</u>
Sub-total Construction	\$ 380,489.00	\$ 324,230.68	\$ 56,258.32
<u>Construction Inspection & Support</u>			
Inspection	\$ 98,107.00	\$ 98,107.00	\$ -
Inspection Contingency	\$ 14,700.00	\$ 2,995.00	\$ 11,705.00
Signal Timing/Software Support	\$ 16,200.00	\$ 16,200.00	\$ -
Signal Timing/Software Support Contingency	\$ 2,400.00	\$ 1,807.40	\$ 592.60
Traffic Signal Turn-On Support	<u>\$ 25,000.00</u>	<u>\$ 16,198.22</u>	<u>\$ 8,801.78</u>
Sub-total Construction Support	\$ 156,407.00	\$ 135,307.62	\$ 21,099.38
Total Project	<u>\$ 536,896.00</u>	<u>\$ 459,538.30</u>	<u>\$ 77,357.70</u>



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

11.

FROM: Christopher Wong, Business Development Manager

DATE: 02/23/2026

SUBJECT: Approve Conditional Use Permit No. 2025-03 for a Convenience Store with Alcoholic Beverage Sales at 5362 Lincoln Avenue

RECOMMENDATION

Adopt a Resolution approving Conditional Use Permit No. 2025-03 and confirm the project is exempt from the California Environmental Quality Act (CEQA).

SUMMARY

David Jacobo of Jacobo Design & Structural Inc., on behalf of property owner, Hill Legacy Inc, requests approval of Conditional Use Permit No. 2025-03 to expand an existing convenience store with alcoholic beverage sales (OC Bottle Shop) at 5362 Lincoln Ave. As conditioned, the project meets all development standards and required findings and is recommended for approval.

DISCUSSION

Background

The existing building was constructed in 1968. Department of Alcoholic Beverage Control records indicate that a Type 21 (Off-Sale General) license was issued for this location as early as 1981, and alcohol sales have occurred on-site since that time. City records do not show approval of any associated Conditional Use Permit (CUP) for off-site alcohol sales. As a result, the business operates as a legal nonconforming use. Approval of the CUP will formally authorize the convenience store with alcohol sales and bring the use into compliance with the Lincoln Avenue Specific Plan and the Zoning Ordinance.

Project Description

The applicant proposes expanding the existing 1,128-square-foot convenience store by 869 square feet. To accommodate the expansion, the applicant will demolish an unpermitted 1,268-square-foot structure and complete related site and landscape improvements, including construction of a new trash enclosure and reconfiguration of on-site parking. The existing store contains a walk-in freezer, display area, and service counter. The expanded

area will include additional display space, an office, a relocated service counter, a mop room, and a restroom.

The store currently sells snacks, soft drinks, chips, beer, wine, liquor, and a limited selection of tobacco products. The store currently operates from 8:00 a.m. to 10:00 p.m., with extended hours on Fridays and Saturdays from 8:00 a.m. to 11:00 p.m. A condition of approval is included limiting the hours to these specified times and giving the City Council the ability to modify the hours of operation if complaints are received (COA #4.1).

Subject Property and Surrounding Uses

The property is located at the southeast corner of Lincoln Avenue and Watson Street. Surrounding land uses and zoning are listed below. A vicinity map is attached for reference.

Direction	Land Use	Zoning
North	Retail Shopping Center	LASP - Downtown
South	Multiple-Family Residential	RM 20 (Multiple Family)
East	Tire Shop	LASP - Downtown
West	Dental Office	LASP - Downtown

Regulatory Control

The property lies within the Downtown District of the Lincoln Avenue Specific Plan (LASP). The LASP permits mini markets and liquor stores subject to approval of a CUP. The business currently operates as a legal nonconforming use. Because the applicant proposes to expand the nonconforming use, approval of a CUP is required.

In addition, the Cypress Zoning Ordinance establishes specific criteria for evaluating CUPs for alcoholic beverage sales. The review must evaluate surrounding land uses within 300 feet of the site, including residences, parks, schools, religious institutions, and similar alcohol-serving establishments. The review also addresses site maintenance, exterior lighting, security measures, protection of adjacent properties from noise and illegal activity, adequacy of parking, hours of operation, occupancy limits, loitering controls, and potential effects on surrounding property values.

ANALYSIS

Land Use

The site lies within a commercial corridor surrounded by residential, retail, service, and office uses. A preschool operates within 300 feet; however, the store has sold alcohol at this location for decades without documented incident. A review of calls for service during the past year identified none associated with the business.

The recommended conditions address those criteria specific to alcoholic beverage sales by requiring loitering controls (COA #18.1), maintaining clear visibility into the store (COA #18.3), addressing site maintenance (COAs #5.1-5.3), and implementing security measures recommended by the Police Department (COAs #18.1–18.4). In addition, COA #4.1 allows the City Council to review the CUP if complaints or calls for service arise from the operation of the business.

The use remains compatible with surrounding development because the expansion does

not materially intensify alcohol sales beyond historic levels. CUP approval will also give the City stronger enforcement authority to ensure ongoing compliance. Together with the conditions of approval, the permit brings the business into conformance with City regulations while addressing potential operational impacts associated with off-site alcohol sales.

Alcoholic Beverage Control classifies the Lincoln Avenue corridor as a high crime reporting district; therefore, the City Council must make a finding of Public Convenience and Necessity pursuant to Business and Professions Code Section 23958.4. The Police Department reviewed the request, did not object, and provided recommended conditions reflected in the resolution.

Development and Design

The project complies with the development standards of the Cypress Zoning Ordinance and the Lincoln Avenue Specific Plan. It removes an unpermitted, substandard structure and replaces it with a code-compliant addition that maintains the scale, orientation, and commercial character of the Downtown corridor. Architectural upgrades improve façade articulation, materials, and overall building quality, creating a cohesive and modernized appearance.

The updated site plan improves circulation and functionality. The project meets parking requirements, supports safe on-site vehicle movement, and realigns drive approaches and curb cuts with the internal drive aisles to improve access. Landscaping upgrades remove deficient improvements, retain appropriate planting areas, and introduce new landscaping that softens paving and enhances the pedestrian environment.

The applicant will also improve exterior lighting, maintain the property free of litter and debris, and construct a new trash enclosure. Together, these changes strengthen security, improve day-to-day operations, and elevate the appearance of the site while maintaining compatibility with surrounding commercial uses and supporting neighborhood-serving retail consistent with the Specific Plan.

Recommendation

The conditional use permit is consistent with the requirements and intent of the LASP and applicable standards for alcoholic beverage sales. It is recommended that the City Council approve Conditional Use Permit No. 2025-03, subject to the conditions set forth in Exhibit A to the attached resolution and determine that the project is exempt from CEQA.

Public Hearing

Notices of the public hearing were posted and mailed to all property owners within 500 feet of the project site. No comments have been received to date.

Alternative Action

If the City Council identifies issues that require further review, it may continue the item and direct staff to work with the applicant to resolve them. Alternatively, the City Council may decline to make the required findings and deny the project.

BUDGET IMPACT

None.

LEGAL REVIEW

None required.

APPROVED BY: Sean Joyce, Interim City
Manager

Attachments

Draft Resolution

Project Conditions of Approval

Vicinity Map

Plans

Notice of Exemption

RESOLUTION NO. ____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT NO. 2025-03 TO PERMIT THE EXPANSION OF AN EXISTING CONVENIENCE STORE WITH ALCOHOLIC BEVERAGE SALES AT 5362 LINCOLN AVENUE, LOCATED IN THE DOWNTOWN DISTRICT OF THE LINCOLN AVENUE SPECIFIC PLAN AREA AND DETERMINING THAT THE PROJECT IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

WHEREAS, the City Council of the City of Cypress considered an application for Conditional Use Permit No. 2025-03 in accordance with the provisions of the Cypress Zoning Ordinance (CZO) and the Lincoln Avenue Specific Plan (LASP), to expand an existing convenience store with alcoholic beverage sales at 5362 Lincoln Avenue; and

WHEREAS, the subject property is located in the Downtown District of the LASP and has a General Plan land use designation of Specific Plan; and

WHEREAS, the LASP allows mini-markets and liquor stores in the Downtown District subject to approval of a conditional use permit; and

WHEREAS, the California Department of Alcoholic Beverage Control issued a Type 21 (Off-Sale General) license for the subject property as early as 1981, alcohol sales have operated on the site since that time, City records do not show approval of a conditional use permit for off-sale alcohol and the operation has, therefore, functioned as a legal nonconforming use, and approval of Conditional Use Permit No. 2025-03 will formally authorize the convenience store with alcohol sales and bring the operation into conformance with the LASP and the CZO; and

WHEREAS, the subject property is located within a crime reporting district where reported crimes exceed the limits established by the California Department of Alcoholic Beverage Control, and pursuant to California Business and Professions Code Section 23958.4, the City must determine that public convenience or necessity would be served by issuance of the alcoholic beverage license; and

WHEREAS, the City Council, after proper notice thereof, on February 23, 2026, held a duly noticed public hearing on the application and took public testimony; and

WHEREAS, the proposed project is categorically exempt from the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15301 (Existing Facilities), which applies to the permitting of existing private or public structures involving negligible or no expansion of use, and there is no substantial evidence that the project 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 community in particular.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF CYPRESS DOES RESOLVE AS FOLLOWS BASED UPON SUBSTANTIAL EVIDENCE TAKEN FROM THE ADMINISTRATIVE RECORD AND PUBLIC HEARING:

SECTION 1. Conditional Use Permit Findings. Pursuant to Section 4.19.070(E) of the CZO, the City Council finds, after due study and deliberation, that the following circumstances exist:

1. *The proposed location of the conditional use is consistent with the requirements of the general plan and the zoning district in which the site is located;*

The project complies with the General Plan, the Cypress Zoning Ordinance, and the Lincoln Avenue Specific Plan. The expansion improves an existing commercial use in a designated Downtown area, upgrades site and building conditions, and supports continued neighborhood-serving commercial activity consistent with applicable General Plan goals and policies.

2. *The proposed location of the conditional use and the conditions under which it would be operated or maintained would not be detrimental to the public health, safety, or general welfare, nor would be materially injurious to properties or improvements in the vicinity; and*

The proposed location is appropriate and will not be detrimental to public health, safety, or general welfare, nor materially injurious to nearby properties. The site lies within an established commercial corridor of retail, service, office, and nearby residential uses where customer traffic and neighborhood-serving activity are anticipated.

No parks or religious institutions are within 300 feet. Although a preschool is nearby, alcohol sales have occurred at this location for decades without documented incident, and recent calls for service show none associated with the business. The request continues an existing use rather than introducing a new or incompatible operation.

The project also removes an unpermitted structure and replaces it with a code-compliant addition while improving circulation, parking, landscaping, lighting, and trash facilities. These upgrades enhance visibility, functionality, and overall site conditions. In this context, the location will remain compatible with surrounding properties.

3. *The proposed conditional use would comply with all applicable provisions of this zoning ordinance.*

The project complies with the CZO, the LASP, the applicable alcoholic beverage sales criteria, and the design guidelines. It removes nonconforming site features and constructs a code-compliant building addition consistent with building, fire, and accessibility standards.

The building addition maintains compatibility with surrounding commercial development by matching the scale and character of nearby structures while modernizing the façade. Removal of substandard improvements and architectural upgrades enhances the property's visual quality and reinforces the commercial character of the corridor.

The site design improves functionality through reconfigured parking and circulation while providing the required number of parking spaces. New landscaping softens paved areas and buffers adjacent uses.

Operational conditions address maintenance and security. The operator will maintain the exterior free of litter and debris, upgrade exterior lighting to discourage loitering, prohibit loitering on-site, and implement security measures consistent with Police Department direction. The store will maintain its existing hours, which remain comparable to similar retail uses.

SECTION 2. Public Convenience or Necessity Finding. Pursuant to Business and Professions Code Section 23958.4, the City Council finds that the following circumstances exist:

Public convenience or necessity would be served by the issuance of an Alcoholic Beverage Control license.

Approval of the Conditional Use Permit and continuation of off-sale alcoholic beverage service at this location will serve the public convenience and necessity by supporting an established neighborhood-serving retail use, bringing a nonconforming use into code compliance, while incorporating site and operational improvements that protect public health, safety, and welfare.

SECTION 3. CEQA. The City Council finds the project is categorically exempt from the California Environmental Quality Act pursuant to CEQA Guidelines Section 15301 (Existing Facilities), as the project involves minor alterations to an existing structure and site with no significant increase in intensity of use on a site that is served by adequate public services and facilities consistent with the level of development permitted by the General Plan, and is not an environmentally sensitive area.

SECTION 4. Approval. The City Council of the City of Cypress hereby approves Conditional Use Permit No. 2025-03 to expand an existing convenience store with alcoholic beverage sales at 5362 Lincoln Avenue, subject to the conditions of approval attached hereto as Exhibit "A" and incorporated herein by reference. Any challenge to this

Resolution, and the findings set forth therein, must be filed within the 90-day statute of limitations set forth in Code of Civil Procedure 1094.6.

PASSED AND ADOPTED by the City Council of the City of Cypress at a regular meeting held on the 23rd day of February, 2026.

MAYOR OF THE CITY OF CYPRESS

ATTEST:

CITY CLERK OF THE CITY OF CYPRESS

STATE OF CALIFORNIA }
COUNTY OF ORANGE } SS

I, LISA BERGLUND, City Clerk of the City of Cypress, DO HEREBY CERTIFY that the foregoing Resolution was duly adopted at a regular meeting of said City Council held on the 23rd day of February, 2026, by the following roll call vote:

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

CITY CLERK OF THE CITY OF CYPRESS

EXHIBIT A

CONDITIONAL USE PERMIT NO. 2025-03 **CONVENIENCE STORE WITH ALCOHOLIC BEVERAGE SALES EXPANSION** **5362 LINCOLN AVENUE**

CONDITIONS OF APPROVAL

1. General Conditions

- 1.1. Prior to issuance of building permits or commencement of the use, the project applicant shall sign and return a City-approved affidavit accepting these conditions of approval. (*Planning*)
- 1.2. 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*)
- 1.3. This permit is granted for the plans dated December 16, 2025 (“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*)
- 1.4. The applicant shall comply with all provisions of The Code of the City of Cypress. (*Planning*)
- 1.5. 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.
- 1.6. Any failure of applicant to abide by these conditions of approval or sign and return a City-provided affidavit accepting these conditions of approval shall be grounds for City’s initiation of proceedings to revoke this Conditional Use Permit in accordance with the City’s Zoning Ordinance.

- 1.7. The applicant may request minor modifications of conditions of approval consistent with the intent of the project approval. The Planning Director, City Engineer, Orange County Fire Authority, and/or the Police Chief, depending on the requested modification, shall approve the modification in writing. For numerical standards, the Planning Director may approve deviations up to 10% provided that city code requirements are met.

2. Planning

- 2.1. The City Council may modify or revoke this Conditional Use Permit if it determines that the use, or the manner in which it operates or is maintained, harms public health, safety, or welfare, or causes material injury to nearby properties or improvements. *(Planning)*
- 2.2. No sign may be installed or displayed without written approval. Changeable copy or lettering on monument signs is prohibited. The Planning Division and Building and Safety Division must review and approve all illumination. Lighting shall not create glare for motorists, and all conduits, timers, and related equipment shall be underground or fully concealed within the sign. *(Planning)*

3. Landscaping

- 3.1. A detailed landscape and automatic irrigation plan shall be submitted to the Cypress Planning Division for review and approval at least 60 days prior to issuance of a certificate of occupancy. *(Planning)*
- 3.2. All required landscaping shall be permanently maintained in a neat and orderly condition. *(Planning)*
- 3.3. All landscape improvements shall comply with the Lincoln Avenue Specific Plan Landscape Design Guidelines, City's water efficiency ordinance, the water-efficient requirements of the Cypress Zoning Code, and the City's Drought Response Management Plan. The applicant shall install drip or microspray irrigation for all landscaped areas. *(Planning)*
- 3.4. Unless otherwise specified, all required trees shall be a minimum 15-gallon in size and of a variety approved by the Director of Community Development. *(Planning)*
- 3.5. Landscape irrigation shall be maintained in good working order so as to cover all landscaped areas. *(Planning)*

4. Operational

- 4.1. The business only shall operate between the hours of 8:00 a.m. and 10:00 p.m., Sunday through Thursday, and between 8:00 a.m. and 11:00 p.m. on Fridays

- and Saturdays. The City Council maintains the right to review the business hours of operation and may, subject to a public hearing, limit the hours should substantiated complaints be received that the business hours are creating an adverse impact upon neighboring properties. *(Planning)*
- 4.2. On-site consumption of alcoholic beverages is prohibited. No seating, tasting, or gathering areas shall be added without further City approval.
 - 4.3. All product and material storage shall occur within the building. Exterior storage is specifically prohibited. *(Planning)*
 - 4.4. The applicant shall obtain written approval from the Cypress Police Department and the Orange County Fire Authority for any security gate or locking system prior to the issuance of building permits. *(Planning)*
 - 4.5. The parking lot shall be used solely for vehicular parking, unless otherwise approved in writing by the Director of Community Development. *(Planning)*

5. Property Maintenance

- 5.1. The property owner shall keep all buildings, walls, fences, trash enclosures, parking areas, and walkways in good repair. Surfaces shall remain free of potholes, buckling, significant cracks, dry rot, warping, missing materials, or other damage that affects safety or appearance. *(Planning)*
- 5.2. The property owner shall keep the property free of trash and debris. Materials associated with the use must be stored only within designated trash enclosures. *(Planning)*
- 5.3. The property owner shall keep the site, publicly accessible interior areas, and any exterior surfaces visible to the public free of graffiti. Upon written notice from the City, the owner shall remove graffiti within 48 hours. *(Planning)*

6. Fees

- 6.1. The applicant shall pay all necessary fees established by City Council resolution. *(Finance)*
- 6.2. Within 48 hours of project approval, the applicant shall deliver a check payable to the County Clerk-Recorder in the amount of \$50.00 to the Community Development Department to enable the City to file a California Environmental Quality Act Notice of Exemption. *(Planning)*

7. Engineering

- 7.1. 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 a bond, certificate of deposit, letter of credit, completion guarantee, or cash, in an amount 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)*
- 7.2. 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)*
- 7.3. 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)*
- 7.4. The applicant will be subject to, but not limited to, the following fees on the attached Cypress Master Fee Schedule (updated annually on July 1):
- Building Permit and mechanical/electrical/plumbing fees
 - Citywide and Regional Traffic Improvements Fees
 - Grading and Public Works Permit and plan check fees
 - Park Development Fee
 - Orange County Sanitation District – Sewer Connection Fees:
<https://www.ocsan.gov/home/showpublisheddocument/34705/638599218131900000>
(Engineering)

8. Landscaping within the Public Right-of-Way

- 8.1. 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)*

9. Sewer and Wastewater

- 9.1. All sewer lines (including mains and laterals) 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)*

10. Street Trees

- 10.1. 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)*

11. Streets

- 11.1. Prior to the issuance of any certificate of occupancy, including temporary, the applicant shall install a new project driveway approach that is compliant with the American Disabilities Act. The developer shall comply with the following requirements regarding the improvements:
- a. Construct all improvements in accordance with Cypress Public Works standards and specifications to satisfaction of the City Engineer.
 - b. Prior to construction, obtain and pay for a permit and inspection services. As part of the permit, maintain a schedule on file with the City Engineer for the work.
 - c. Adjust utility vaults and boxes to grade in accordance with the corresponding utility's requirements and standards.
 - d. Relocate any utilities as necessary securing the appropriate approvals from the respective utilities.
 - e. If necessary, grant easements to the City for pedestrian purposes for any sidewalk or driveways for compliance with ADA requirements prior to issuance of a permit for construction.
(Engineering)
- 11.2. Remove and replace any damaged street, pavement, sidewalk, curb and gutter, or any other public improvements as a result of work associated with this project and appropriately clean the area to the satisfaction of the City Engineer.
(Engineering)

- 11.3. The applicant shall submit a street design plans for approval by the City Engineer for all proposed City streets or any work within existing public right of way. Street name signs and traffic signs shall be installed per City Standards. *(Engineering)*
- 11.4. Prior to issuance of a certificate of occupancy, the applicant shall remove and replace any existing public improvements at the development site which have existing damage, are damaged due to construction, or otherwise below current standards, to the satisfaction of the City Engineer. *(Engineering)*

12. Traffic

- 12.1. The access driveway to the development shall be designed such as there is minimal impact on the vehicle's tire upon ingress and egress from the driveway, as approved by the City Engineer. *(Engineering)*
- 12.2. The quantity, location, width, and type of public driveways shall be subject to the approval of the City Traffic Engineer. Prior to construction of any driveway approach within the public right-of-way, the applicant shall obtain a public works permit. *(Engineering)*
- 12.3. Prior to the issuance of any grading permits, the applicant shall provide adequate sight distance per Engineering Standard Plan 204 and 205 at all street intersections, driveways, and parkways, in a manner meeting the approval of the City Traffic Engineer. The applicant shall make all necessary revisions to the plan to meet the sight distance requirement such as removing trees, signs, utilities, landscape, hardscape, slopes or any other encroachments from the limited use area in a manner meeting the approval of the City Engineer. *(Engineering)*

13. Utilities

- 13.1. Prior to issuance of a certificate of occupancy, the applicant shall install all new utility services underground. *(Engineering)*
- 13.2. 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 two-inch continuous asphalt concrete cap. *(Engineering)*

14. Drainage

- 14.1. 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)*

14.2. The applicant shall ensure the following requirements are met:

- a. Drainage is solved to the satisfaction of the City Engineer and Building Official.
- b. The Grading Plan is consistent with the Water Quality Management Plan, Site Plan and any Improvement Plan for proposed public storm drains.
- c. Submittal of a Preliminary Grading Plan if deemed necessary by the City Engineer.
- d. The topography of the area surrounding this development shall be made to establish existing drainage flow patterns.
- e. The minimum slope standards are met for 1% for landscape areas, AC parking areas 1.5%, Concrete .2%.
- f. All surface runoff and subsurface drainage directed to the nearest acceptable drainage facility, as determined by the City Engineer.
- g. 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.
- h. All drainage facilities must be consistent with the County of Orange Grading Ordinance as supplemented by the Engineering Division and Local Drainage Manual.

15. Storm Water Quality – National Pollutant Discharge Elimination System

- 15.1. 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.
- 15.2. 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.
- 15.3. All exterior metal building surfaces, including roofs, must be coated with rust-inhibitive paint to prevent corrosion and release of metal contaminants into the storm drain system prior to occupancy.
- 15.4. Food facilities 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 (if required) 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 (or a Limited Food Service Establishment waiver) through the City's online application and permitting system prior to project close-out and or the issuance of a certificate of occupancy.
- 15.5. 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. Additionally, there must be a posted sign on the trash enclosure informing users that hazardous materials are not to be disposed therein. Additionally, trash enclosures may be required to be modified to meet the current solid waste requirements.
- 15.6. 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. The ESCP must also describe how the applicant will ensure that all BMPs will be maintained during construction of any future public right-of-ways. 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.
- 15.7. 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.

- 15.8. 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.
- 15.9. The owner is responsible for maintaining and operating all on-site private improvements.
- 15.10. All property areas must be maintained free of litter/debris.
- 15.11. All onsite storm drains including post-construction best management practices (BMPs) must be cleaned at least twice a year; once immediately before October 1st (the beginning of the rainy season), and once in May (the end of the rainy season). Additional cleaning may be required by the City Engineer.
- 15.12. There must be no pressure washing of parking areas, and waste storage areas, or building site, unless the City approves a collection system to keep water from entering the storm drain.
- 15.13. 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.
- 15.14. Any CUP applicant 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.

16. Building and Safety

- 16.1. 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*)
- 16.2. The applicant will schedule a pre-construction meeting with both the Building Official and City Engineer (or designee) 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*)

- 16.3. 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*)
- 16.4. 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. (*Building & Safety*)
- 16.5. 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*)

17. Solid Waste

- 17.1. 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*)
- 17.2. 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*)
- 17.3. 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*)
- 17.4. 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*)

18. Security

- 18.1. The operator shall implement security measures consistent with Police Department recommendations, including camera coverage of entries, parking areas, and exterior walkways. A security plan shall be submitted for review and approval prior to issuance of a certificate of occupancy. Loitering shall be prohibited inside and outside the premises. Signage stating "No Loitering" shall be posted in visible locations on site. (*Police*)

- 18.2. The property address shall be clearly identified on both sides of a freestanding sign base, if one exists. A minimum of six inch lettering shall be used for the property address. The property address shall also be posted in a visible location on the building. *(Police)*
- 18.3. The operator shall maintain clear and unobstructed visibility into the interior of the store from the public right-of-way and parking areas at all times. The operator shall not install or maintain window coverings, signage, displays, shelving, or other obstructions that block or substantially obscure visibility into the store. *(Police)*
- 18.4. Lighting for commercial buildings shall be as follows: *(Police)*
- a. 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)*
 - b. 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)*
 - c. Prior to issuance of any building permits, the applicant shall submit a detailed photometric lighting plan for review and approval by the Community Development Department and Police Department. The plan shall demonstrate a minimum average illumination level of one foot-candle throughout the parking lot and other exterior areas of the site. The lighting design shall prevent glare onto adjacent properties and public rights-of-way and shall comply with all applicable provisions of the Cypress Zoning Ordinance. *(Police)*
 - d. Exterior lighting shall be maintained in working order at all times and designed to eliminate glare and spillover onto adjacent properties. Lighting levels shall provide clear visibility of entrances, parking areas, and walkways in compliance with CPTED principles. *(Police)*

19. Fire

- 19.1. The applicant shall comply with all applicable requirements of the Orange County Fire Authority (OCFA), obtain OCFA plan review approval, and satisfy all OCFA conditions prior to issuance of any building permits. *(Orange County Fire Authority)*

Effective: February 23, 2026 (Date of CC Mtg.)

ATTACHMENT 3
CONDITIONAL USE PERMIT NO. 2025-03
VICINITY MAP
5362 LINCOLN AVE



***** WRITTEN DIMENSIONS ON THESE DRAWING SHALL HAVE PRECEDENCE OVER SCALED DIMENSIONS. CONTRACTOR SHALL VERIFY, AND BE RESPONSIBLE FOR ALL DIMENSIONS AND CONDITIONS ON THE JOB AND THIS OFFICE MUST BE NOTIFIED OF ANY VARIATIONS FROM THE DIMENSIONS AND CONDITIONS SHOWN BY THE DRAWINGS. *****

ABBREVIATION

ABV	ABOVE	HC	HOLLOW CORE	STL	STEEL
BLV	BELOW	MTL/MET	METAL	STOR	STORAGE
(S)/EXIST	EXISTING	OC	ON CENTER	STR	STRUCTURAL
(N)	NEW	OD	OVERFLOW DRAIN	SYM	SYMMETRICAL
(D)	DEMOLITION	OPNG	OPENING	STAGG'D	STAGGERED
(RP)	REPLACED	OPP	OPPOSITE	SC	SINGLE
SL	DOUBLE	OPTN	OPTION	SC	SINGLE HUNG
SLD	SLIDING	PART'N	PARTITION	T&B	TOP & BOTTOM
SX	FIXED	PL	PROPERTY LINE	TEMP	TEMPERED
CSMT	CASEMENT	PLYWD	PLYWOOD	TC	TOP OF CURB
CS	CLOSET	PRE	PRESSURE TREATED	TOP	TOP OF CURB
CONT	CONTINUOUS	(RL)	RELOCATED	T&G	TONGUE & GROOVE
CIG	CEILING	(R)	REMOVE	THK	THICK
CABIN	CABINETS	RD	ROAD DRAIN	THRU	THROUGH
DWGS	DRAWINGS	RAFTR	RAFTER	TYP	TYPICAL
D	DRYER	REF	REFERENCE	UNLESS NOTED OTHERWISE	
	WASHER	REIN	REINFORCEMENT	VERT	VERTICAL
DR	DOOR	REQ'D	REQUIRED	VERIFY	VERIFY IN FIELD
CM	CASEMENT	ROG	RIDGE	WC	WATER
FP	FIRE PLACE	SECT	SECTION	WC	WATER
FD	FLOOR DRAIN	SHT	SHEET	WH	WATER HEATER
F	FLOOR SINK	SHTG	SHOOTING	WALK-IN	WALK-IN CLOSET
FX	FIXED	SIM	SIMILAR	W/O	WITHOUT
FUR	FURNACE				
GA	GAGE				

DRAWING INDEX

ARCHITECTURAL

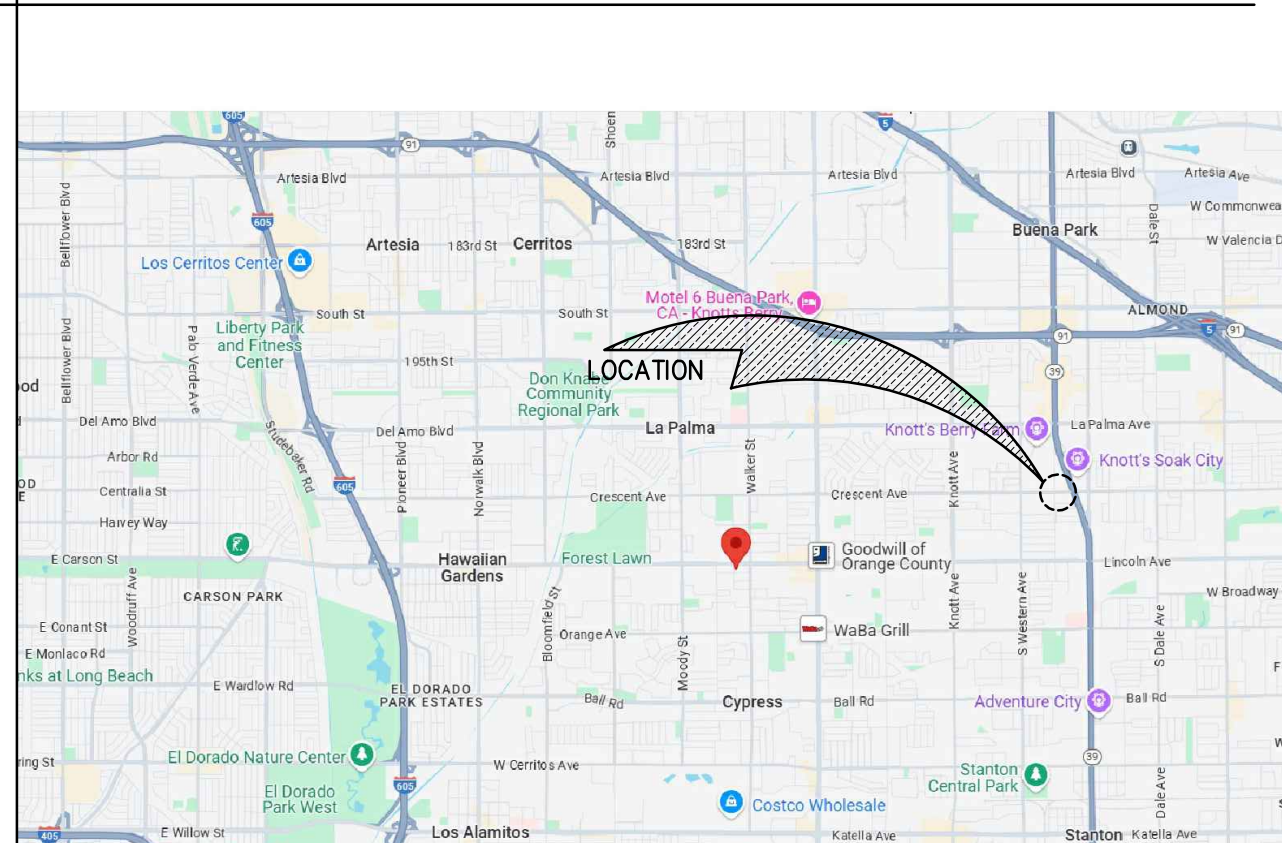
- A - 1 EXISTING SITE PLAN & EXIST/DEMO FLOOR PLAN
- A - 1.1 ANALYSIS, NOTES, ENLARGED RESTROOMS & ADA DETAILS
- A - 2 PROPOSED FLOOR PLAN
- A - 3 EXTERIOR ELEVATIONS & DETAILS
- A - 4 EXTERIOR MATERIAL BOARD

CONSULTANTS

DESIGNER

JACOBO DESIGN & STRUCTURAL INC
DAVID JACOBO
513 WOOD ST.
SANTA ANA CA 92703
CONTACT: DAVID JACOBO
TEL. NO. (714) 277-8664
EMAIL: DAVIDJACOBO@YAHOO.COM
ENGINEER OF RECORD: SABA ENGINEER, PE

VICINITY MAP



GENERAL NOTES

1. CONSTRUCTION SHALL CONFORM WITH ALL APPLICABLE BUILDING CODES CB 2022 AND OTHER APPLICABLE LOCAL ORDINANCES & STATES AMENDMENTS, REGULATIONS, DRAWINGS AND GENERAL NOTICES CONTAINED HEREIN.
2. THE CONTRACTOR SHALL VERIFY ALL THE DIMENSIONS & CONDITIONS OF SITE AND SHALL NOTIFY TO ARCHITECT, DESIGNER OR OWNER OF ANY OMISSIONS, CONFLICTS OR DISCREPANCIES BEFORE PROCEEDING WITH THE START OF WORK.
3. THE CONTRACTOR SHALL FURNISH AND BE FULLY RESPONSIBLE FOR ALL BARRICADES SHALL NOTIFY TO ARCHITECT, DESIGNER OR OWNER OF ANY OMISSIONS, CONFLICTS OR ADEQUATE SHORING, BRACING OR PROTECTIVE MEASURES TO SAFELY EXECUTE THE WORK.
4. THE CONTRACTOR SHALL VERIFY SIZES AND LOCATION OF WATER, VENT AND DRAIN INSTALLATIONS, AND OTHER REQUIRED SERVICES WITH EQUIPMENT MANUFACTURE WHENEVER APPLICABLE IN THE SITE.
5. UNLESS OTHERWISE SHOWN OR NOTED, PARTICULAR DETAILS AND GENERAL NOTICES SHALL BE USED WHENEVER APPLICABLE.
6. PATCH, REPAIR AND REFINISH ALL EXISTING SURFACES DAMAGED BY THIS WORK TO MATCH ADJACENT SURFACES AND FINISHES
7. WHERE NEW ROOF OPENINGS AND PENETRATIONS OCCUR THROUGH EXISTING ROOF, PATCH AND REPAIR ROOF AS REQUIRED TO PROVIDE A WATER TIGHT CONDITION IN ACCORDANCE WITH THE ROOF MANUFACTURE'S GUARANTEE.
8. THE DISCHARGE OF POLLUTANTS TO ANY STORM DRAINAGE SYSTEM IS PROHIBITED. NO SOLID WASTE, PETROLEUM BY PRODUCTS, SOLID PARTICULATE, CONSTRUCTION WASTE MATERIAL OR WASTE WATER GENERATED BY CONSTRUCTION SITE OR ANY CONSTRUCTION ACTIVITIES SHALL BE PLACED, CONVEYED OR DISCHARGED INTO THE STREET, GUTTER OR STORM DRAIN SYSTEM.
9. CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING ALL LABOR AND MATERIALS IN ACCORDANCE WITH ALL LOCAL, STATE AND FEDERAL REQUIREMENTS.
10. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR TO INSURE THAT ALL APPLICABLE SAFETY LAWS ARE STRICTLY ENFORCED AND TO MAINTAIN A SAFE CONSTRUCTION PROJECT SITE.

PROJECT DATA

OWNER:
OC BOTTLE SHOP
5362 LINCOLN AVE.
CYPRESS, CA 90630
TEL. (714) 728-0297
EMAIL: ishkamleh@gmail.com

LEGAL	DESCRIPTION
APN	244-462-01
TRACT NO.	462
LOT NO.	1
LOT SIZE	7,720.45 S
ZONING:	C1

SCOPE OF WORK

THIS WORK CONSISTS OF TENANT IMPROVEMENT
TO DEMOLISH AN EXISTING HOUSE NEXT IT TO
EXTEND EXISTING LIQUOR STORE, BUILDING A NEW
TRASH ENCLOSURE & PARKING LOT STRIPING TO
PROVIDE 8 PARKING SPACES.

BUILDING ANALYSIS

USE OF BUILDING	OCCUPANCY	CONSTRUCTION TYPE	FIRE SPRINKLERED	BUILDING AREA (APPROX.)	NUMBER OF FLOORS
STORE	B	V-B	NO	(E) 1,128 SF (N) 869.00 SF	1

- THE WORK OF THIS PERMIT DOES NOT MODIFY, INCREASE OR REDUCE THE NUMBER OF REQUIRED PARKING SPACES.
- THIS WORK WILL NOT ALTER ANY PARKING

APPLICABLE CODES	
------------------	--

1. ALL CONSTRUCTION WORK SHALL BE DONE IN ACCORDANCE WITH THE FOLLOWINGS:
 --(IBC) INTERNATIONAL BUILDING CODE EDITION 2021
 --(CBC) CALIFORNIA BUILDING CODE 2022
 --(CMC) CALIFORNIA MECHANICAL CODE EDITION 2022
 --(CPC) CALIFORNIA PLUMBING CODE EDITION 2022
 --(CEC) CALIFORNIA ELECTRICAL CODE EDITION 2022
 --(CEES) CALIFORNIA ENERGY EFFICIENCY STANDARDS 2022
 --(NFPA) FIRE SPRINKLERS 13
 --(FCF) CALIFORNIA FIRE CODE 2022
 --(CBCSC) CALIFORNIA GREEN BUILDING STANDARDS CODE 2022
 --AND AS AMENDED BY CITY ORDINANCE

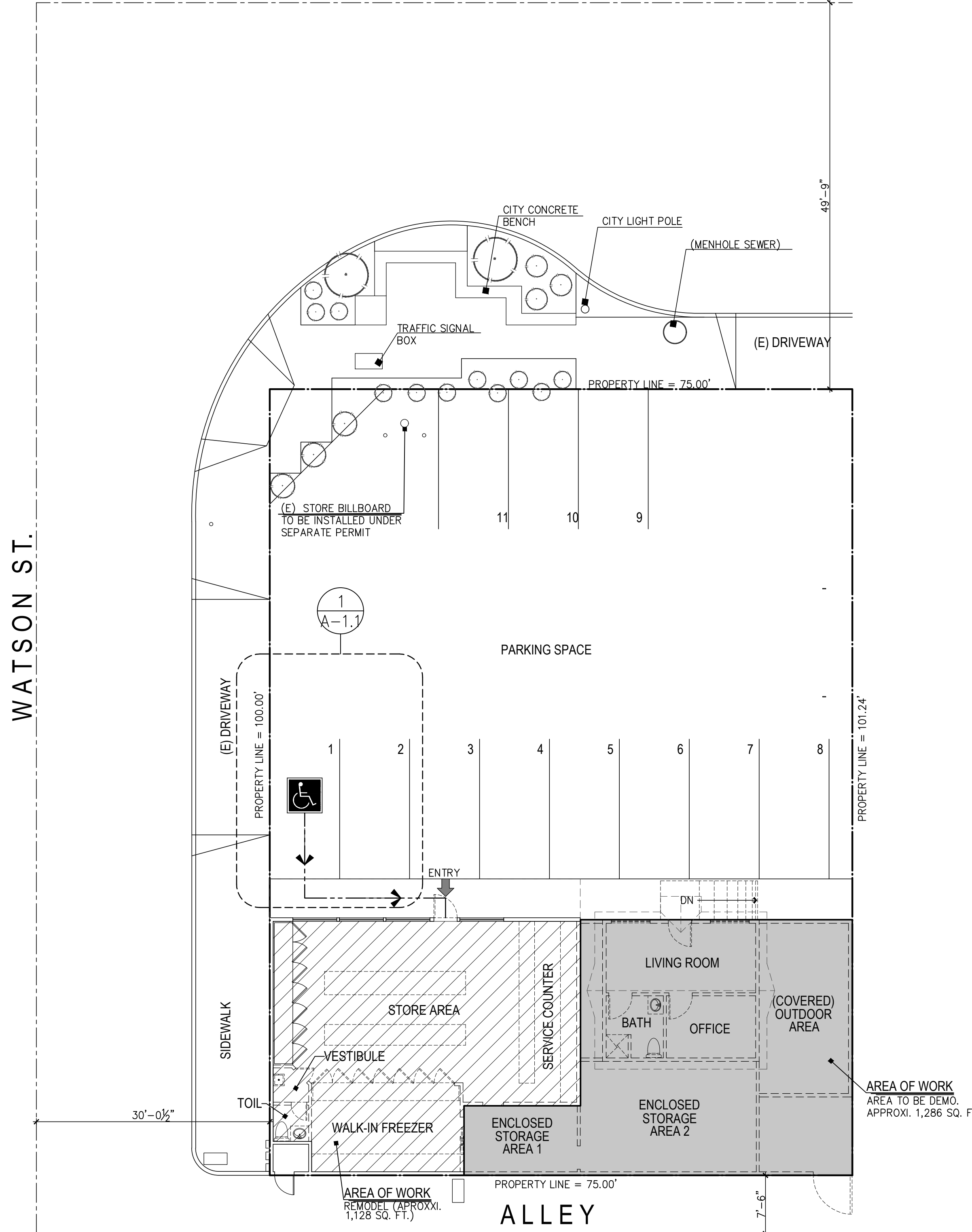
SYMBOLS

	WINDOW REFERENCE
	SECTION REFERENCE
	DETAIL NUMBER
	REVISION
	DOOR REFERENCE
	KEY NOTE DESCRIPTION
	KEY NOTE FOR COLOR / MATERIAL
	INTERIOR ELEVATION
	ROOM FINISH SCHEDULE

THESE DRAWINGS DO NOT HAVE EVERY CONSTRUCTION DETAIL OR SPECIFICATION THAT COULD BE DRAWN AND DESCRIBED ON THIS PROJECT. THE DRAWINGS ARE DRAWN FOR THE EXCLUSIVE USE BY EXPERIENCED WELL SEASONED CONTRACTORS AND THEIR TRADES PEOPLE. ANY DISCREPANCY SHALL BE BROUGHT IMMEDIATELY TO THE ATTENTION OF THE DESIGNER, ARCHITECT OR ENGINEER. CONTRACTORS SHALL HAVE THEIR OWN CONTRACTS WITH THE OWNERS/CLIENTS FOR THE WORK TO EXECUTE THIS PROJECT.

TENANT IMPROVEMENT
FOR
LIQUOR STORE

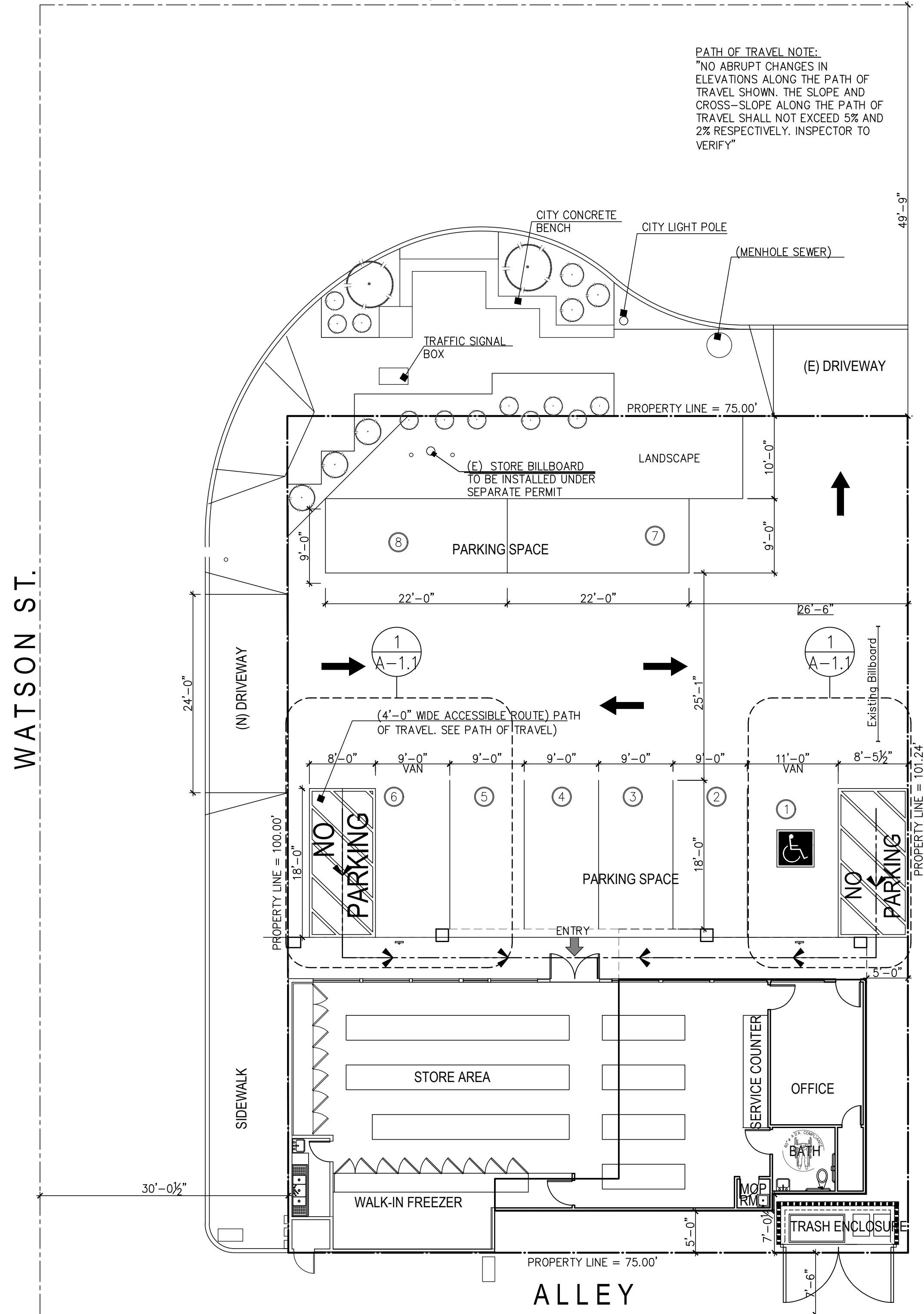
LINCOLN AVE



EXIST./DEMO SITE PLAN

SCALE: 1"=10'-0"

LINCOLN AVE



PROPOSED SITE PLAN

SCALE: 1"=10'-0"

JACOBO DESIGN & STRUCTURAL INC

JACOBO DE
DAVID JACOBO
513 WOOD ST.
SANTA ANA, CA 92703
PH: (714) 277-8664
EMAIL: DAVID.JACOBO@YAHOO.COM

SIGNATURE PER CALIFORNIA BUSINESS AND PROFESSIONS CODE, CHAPTER 3	SCALED: AS NOTED
---	---------------------

NO.	DATE	REVISIONS
1		

REMODEL & NEW ADDITION AREA FOR:
LIQUOR STORE
5362 LINCOLN AVE.
CYPRESS, CA 90630
EXISTING SITE PLAN & PROPOSED SITE PLAN

DATE:	06/14/25
JOB NO.	25.302IK
DRAWN:	RS
CHECKED:	D.J.

SHEET 01 OF 05

A - 1

FULLERTON FIRE DEPT. NOTES

INSPECTIONS

- Fullerton Fire Dept. final inspection required. Please schedule all field inspections at least 48 hours in advance.
Inspections canceled after 1 p.m. on the day before the scheduled date will be subject to a reinspection fee. Phasing of inspections may require additional fees, also. Call Fullerton Fire Dept. Inspection Scheduling at 714-738-3116.
- Buildings under construction or demolition shall conform to CFC Chapter 33. No smoking or cooking is allowed in structures where combustible materials are exposed or within 25' of combustible materials storage areas. Cutting, welding, or other hot work shall be in conformance with CFC Chapter 35.
- In buildings four or more stories in height, standpipes shall be provided during construction when the height reaches 40 feet above the lowest point of fire department access. A fire department connection shall be no more than 100 feet from available fire department vehicle access roadways. A hydrant shall be located along the access roadway within 150 feet of the location(s) that the FDC can be accessed from. CFC 3310, 3313.
- Address numbers shall be provided for all new and existing buildings, be a minimum of four inches high for individual dwelling units and six inches high for all other installations and structures, contrast with their background, and be plainly Z A visible from the roadway the building is addressed on. Temporary address numbers shall be provided on construction fencing or the building until permanent numbers can be provided. CBC 501.2, CFC 505.1.
- Locations and classifications of extinguishers shall be in accordance with CFC 906 and CCR Title 19. At least one extinguisher shall be provided during construction on each floor at each stairway, in each storage and construction shed, in locations where flammable or combustible liquids are stored or used, or where similar hazards are present per CFC 3315.1. Before final occupancy, at least one 2A:10B:C extinguisher shall be provided so that no point is more than 75' travel distance from the extinguisher.
Extinguishers shall be located along the path of egress travel and in a readily visible and accessible location, with the bottom of the extinguisher at least 4" above the floor. Additional extinguishers may be required by Fullerton Fire Dept. inspectors depending on project or site conditions and final placement is subject to their approval.
- Wall, floor and ceiling finishes and materials shall not exceed the flame spread classifications in CBC Table 803.11. Decorative materials shall be properly treated by a product or process approved by the State Fire Marshal with appropriate documentation provided to the Fullerton Fire Dept.. Such items shall be approved and inspected by the Fullerton Fire Dept. prior to installation.
- Knox boxes/key cabinets shall be provided for all high-rise buildings, pool enclosures, gates in the path of firefighter travel to structures, secured parking levels, doors giving access to alarm panels and/or annunciators, and any other structures or areas where immediate access is required or is unduly difficult. An Fullerton Fire Dept. inspector can assist with locking gate keys in Knox boxes, contact your local fire station to arrange an appointment to secure master building keys in the Knox box.
- Approval of these plans shall not permit the violation of any code or law. Requirements or features not identified on the plan may apply and Fullerton Fire Dept. inspectors may require additional information or items from those shown on the plan depending on actual or anticipated field conditions. Such changes may necessitate submittal of revised or as-built plans to the Fullerton Fire Dept.

GENERAL REQUIREMENTS

- The project shall comply with 2022 California Building Code, 2022 California Fire Code, and other currently adopted codes, standards, regulations and requirements as enforced.
- Dumpsters and trash containers exceeding 1.5 cubic yards shall not be stored in buildings or placed within 5 feet of combustible walls, openings or combustible roof eave lines unless protected by an approved sprinkler system or located in a Type I or IA structure separated by 10 feet from other structures. Containers larger than 1 cubic yard shall be of non- or limited-combustible materials or similarly protected or separated. CFC 304.3.
- Exits, exit signs, fire alarm panels, hose cabinets, fire extinguisher locations, and standpipe connections shall not be concealed by curtains, mirrors, or other decorative material.
- The egress path shall remain free and clear of all obstructions at all times. No storage is permitted in aisles.
- Exit doors shall be operable from the inside without the use of a key or any special knowledge or effort. Doors shall not be provided with thumb-turn locks or deadbolts that do not unlatch in tandem with the normal operating lever. The opening force for interior doors without locks shall not exceed 5 pounds. The unlatching and opening force for other doors, including fire doors, shall not exceed 15 pounds.CBC 1010.
- The exit path shall be clearly identified with exit signs conforming to CBC 1013. Illuminated exit signs must have 90-minute emergency power back-up.
- Tactile signs shall be provided in commercial buildings, public buildings/accommodations, and publicly funded housing subject to CBC Chapters 11A and B and conform to 11A.5A or 11B-703.1, -703.2, -703.3, and 703.5, be mounted with the bottom of the lowest line of Braille characters at least 4 feet above the floor but the bottom of the highest line of raised text characters no more than 5 feet above the floor and, whenever possible, on the strike side of the door. Lettering shall be between 5/8" and 2" high. CBC 1013.4.
- Stairs serving 4+ stories shall have stairwell signs conforming to CBC 1023.9 and Fullerton Fire Dept. Guideline E-02.
- The exit path shall be illuminated at all times in accordance with CBC 1006. Emergency lighting shall be provided with 90-minute back-up.
- Rated assemblies shall conform to approved methods and materials of construction. Penetrations through rated walls, ceilings, or floors shall be protected in an approved manner complying with CBC/CFC Chapter 7.
- Rated doors shall be self-closing and latching; such doors shall not be equipped with door stops or otherwise propped open. Rated doors shall be equipped with rated hardware. CFC703 PROJECT-SPECIFIC REQUIREMENTS ASSEMBLY OCCUPANCIES
- Occupant load sign, with minimum one-inch letters and numbers contrasting with their background, shall be posted in a conspicuous location near the main exit per CBC 1004.3 and Title 19 3.30. Where multiple seating configurations or uses are anticipated, seating diagrams and their respective occupant loads may also be required to be posted.
- Panic hardware shall be provided for all exit and exit access doors in assembly occupancies. Such doors shall swing in the direction of exit travel. Doors equipped with panic hardware shall have no other lock or latch except panic hardware. If panic hardware is omitted on the main door when permitted by CBC 1010.1.9.3 & CBC 1010.1.10, a sign stating "THIS DOOR TO REMAIN UNLOCKED WHEN BUILDING IS OCCUPIED" in minimum 1-inch lettering contrasting with their background shall be posted in a conspicuous location on or adjacent to the door and the door shall be equipped only with a key-operated lock that visually indicates whether it is open or locked.
- Tables shall be spaced at least 50 inches apart where seating is back to back and aisle access ways serve more than 4 occupants or are longer than six feet. Aisle widths shall be a minimum of 36 inches where seating is only on one side of the aisle or 42 inches for seating on both sides. Where seats back up into aisles, seat backs shall be located at 19 inches from the table edge and the clear aisle width shall be measured from the back of the seat. CBC 1029.12
- Open flame in assembly areas is prohibited except as specifically permitted by Fullerton Fire Dept. in compliance with CFC Chapter 3.

EXTINGUISHING SYSTEMS

- An automatic fire sprinkler system shall be provided throughout the building in compliance with CFC 903 and the applicable 2022 NFPA sprinkler standard. Review and approval of a sprinkler plan is required prior to installation or modification.
- An automatic extinguishing system shall be provided to protect commercial-type food heating equipment that produces grease-laden vapors and shall comply with 2022 CFC and CMC and 2009 NFPA 17A. Review and approval of a hood and duct extinguishing system plan is required prior to installation or use of cooking equipment.

ACCESSIBILITY NOTES

ENTRANCES AND EXITS

- ALL PRIMARY ENTRANCES TO BUILDINGS AND FACILITIES SHALL BE MADE ACCESSIBLE TO THE PHYSICALLY HANDICAPPED.
- AT LEAST ONE ENTRANCE USED BY INDIVIDUALS IN WHEELCHAIRS SHALL BE ON A LEVEL THAT WILL MAKE ELEVATORS ACCESSIBLE.
- EVERY REQUIRED EXIT SHALL BE SIZED FOR A DOOR NOT LESS THAN 3 FEET WIDE BY NOT LESS THAN 6 FEET 8 INCHES HIGH AND CAPABLE OF OPENING 90 DEGREES AND MOUNTED SO THAT THE CLEAR WIDTH OF THE EXIT WAY IS NOT LESS THAN 32"
- THE FLOOR ADJACENT TO A DOORWAY SHALL BE LEVEL AND CLEAR FOR A MINIMUM DEPTH OF 60 INCHES IN THE DIRECTION THE DOOR SWINGS AND 44 INCHES IF SWINGING AWAY. THE FLOOR SHALL EXTEND BEYOND THE STRIKE EDGE 24 INCHES FOR EXTERIOR DOORS AND 18 INCHES FOR INTERIOR DOORS.
- THE SPACE IN TWO CONSECUTIVE DOOR OPENINGS IN A VESTIBULE, SERVING OTHER THAN A REQUIRED EXIT STAIRWAY, SHALL PROVIDE A MINIMUM OF 48 INCHES OF CLEAR SPACE FROM ANY DOOR OPENING INTO SUCH VESTIBULE WHEN DOOR IS POSITIONED AT AN ANGLE OF 90 DEGREES FROM ITS CLOSED POSITION. DOORS IN A SERIOUS SHALL SWING EITHER IN THE SAME DIRECTION OR WAAY FROM THE SPACE BETWEEN THE DOORS. 6. VERTICAL HEIGHT OF A THRESHOLD BETWEEN 1/4" TO 1/2" SHALL BE BEVELED WITH A SLOPE NO GREATER THAN 1:2" SECTION 11338.2.4.1. CBC.
- THE BOTTOM 10 INCHES OF ALL DOORS EXCEPT AUTOMATIC SLIDING DOORS SHALL HAVE A SMOOTH UNINTERRUPTED SURFACE.
- PROVIDE LEVER TYPE HARDWARE, PANIC BARS, PUSH-PULL ACTIVATING BARS, OR OTHER HARDWARE DESIGNED TO PROVIDE PASSAGE WITHOUT REQUIRING THE ABILITY TO GRASP THE OPENING HARDWARE. THE MAXIMUM EFFORT TO OPEN AN INTERIOR DOOR SHALL BE 5 LBS, AN EXTERIOR DOOR 8.5 LBS. AND A FIRE RATED EXIT DOOR 15 LBS. CBC 3304(1-2), 113382.5 CBC (1,2,3) 9. RECESSED DOOR MATS SHALL BE ADEQUATELY ANCHORED TO PREVENT INTERFERENCE WITH WHEEL CHAIR TRAFFIC.
- PROVIDE THE INTERNATIONAL SYMBOL FOR ACCESSIBILITY AT ENTRY DOORS. 11. DOORS SHALL BE READILY OPENABLE FROM THE EGRESS SIDE WITHOUT THE USE OF A KEY OR ANY SPECIAL KNOWLEDGE OR EFFORT (CBC 1008.1.8)
- DOORS SHALL BE READILY OPENABLE FROM THE EGRESS SIDE WITHOUT THE USE OF A KEY OR ANY SPECIAL KNOWLEDGE OR EFFORT (CBC 1008.1.8)

AREA LEGEND

- AREA-1) LIQUOR STORE
- AREA-2) RESTROOMS
- AREA-3) OFFICES
- AREA-4) WALKING COOLER
- AREA-5) HALLWAYS
- AREA-6) STORAGE& UTILITY

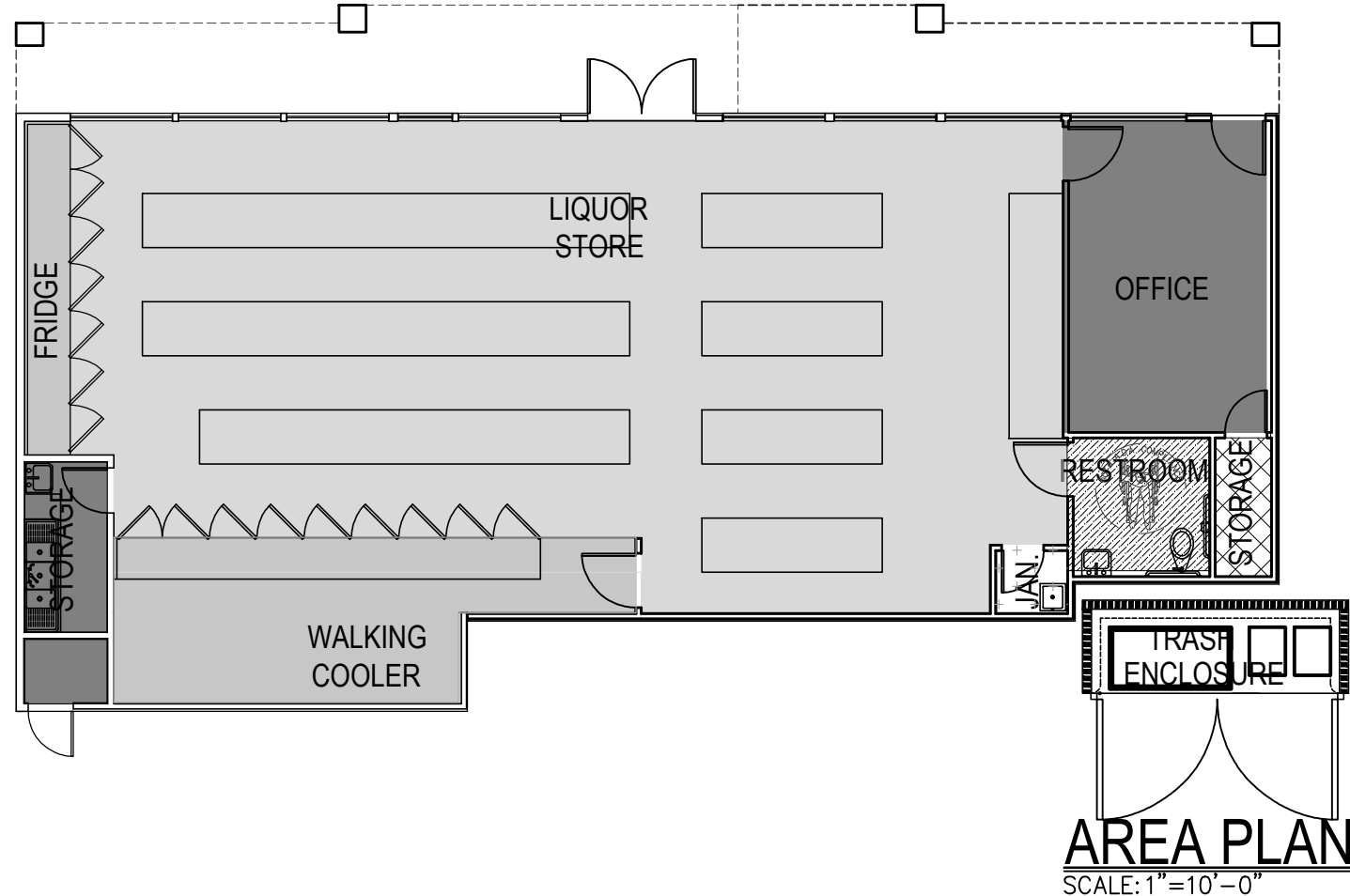


TABLE 1004.1.2 (C.B.C. 2022)									
UNIT	USE AREAS	OCC. CLASS	FLOOR AREAS	OCC. LOAD FACTOR	NO. OF OCCUPANT	STRUCTURE TYPE	CONST. TYPE	NO. OF EXITS REQ'D	NO. OF EXITS PROVIDED
1	LIQUOR STORE	S	1564.06	500	3.1	1000	1.00	V-B	1
2	RESTROOM	B	51.71	0	5.51	100	1.00	V-B	1
3	OFFICE	B	309.41	14	20.6	800	1.00	V-B	1
4	WALKING COOLER	B	31.16	0	8.00	1.00	1.00	V-B	1
5	HALLWAYS	B	24.82	100	2.5	10.00	1.00	V-B	1
6	STORAGE & UTILITY	B	24.82	100	2.5	10.00	1.00	V-B	1
SUBTOTAL			2266.4		26.82				
TOTAL OCCUPANCY			2266.4		27				
TOTAL FLOOR AREA			2266.4		27				
TOTAL FLOOR AREA			2266.4		27				

FINISH SPACE IS LOCATED ON 2ND FLOOR FOR DISCHARGE

1. FINISH SPACE IS LOCATED ON 2ND FLOOR FOR DISCHARGE

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42. FINISH SPACE IS LOCATED ON 2ND FLOOR FOR DISCHARGE

43. FINISH SPACE IS LOCATED ON 2ND FLOOR FOR DISCHARGE

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74. FINISH SPACE IS LOCATED ON 2ND FLOOR FOR DISCHARGE

75. FINISH SPACE IS LOCATED ON 2ND FLOOR FOR DISCHARGE

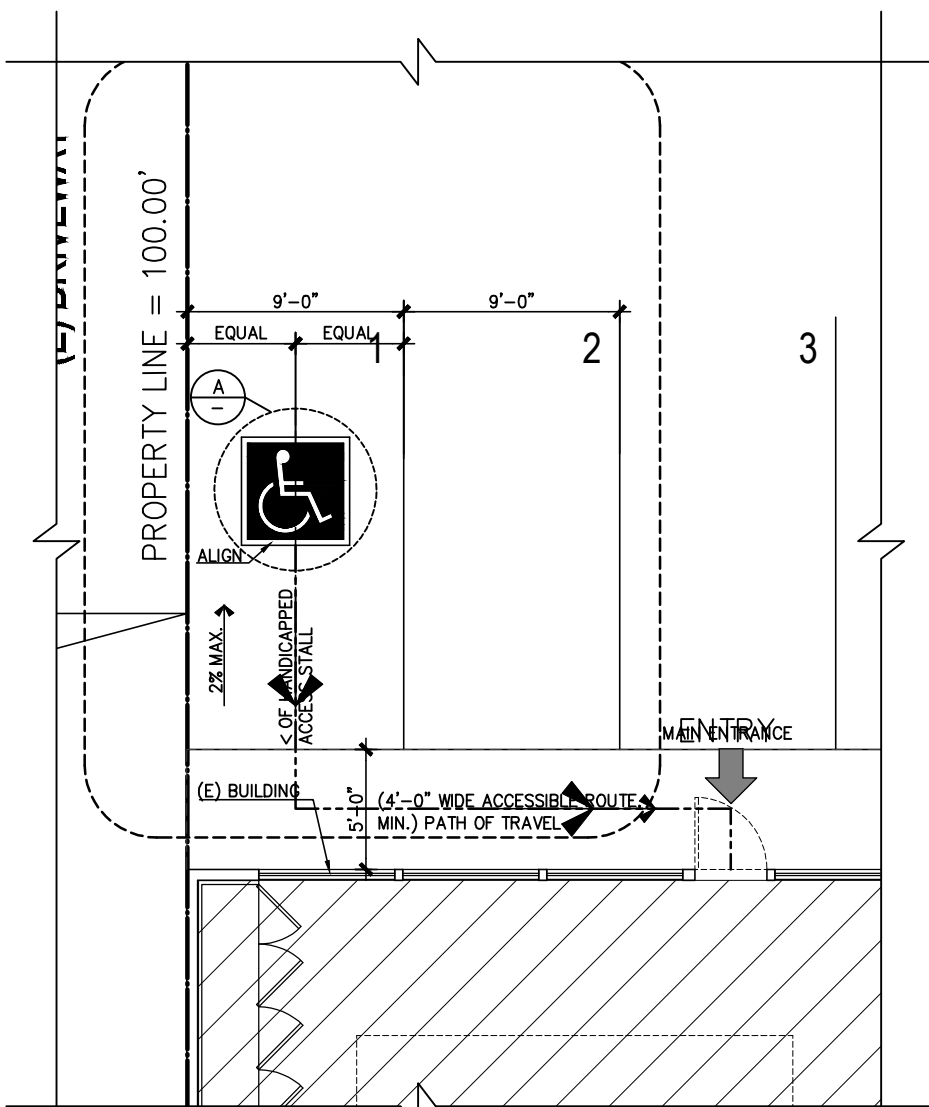
76. FINISH SPACE IS LOCATED ON 2ND FLOOR FOR DISCHARGE

77. FINISH SPACE IS LOCATED ON 2ND FLOOR FOR DISCHARGE

78. FINISH SPACE IS LOCATED ON 2ND FLOOR FOR DISCHARGE

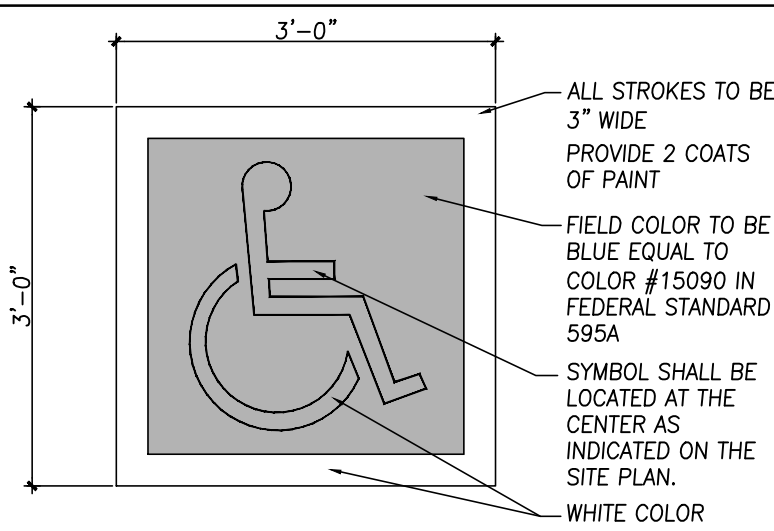
79. FINISH SPACE IS LOCATED ON 2ND FLOOR FOR DISCHARGE

80. FINISH SPACE IS LOCATED ON 2ND FLOOR FOR DISCHARGE



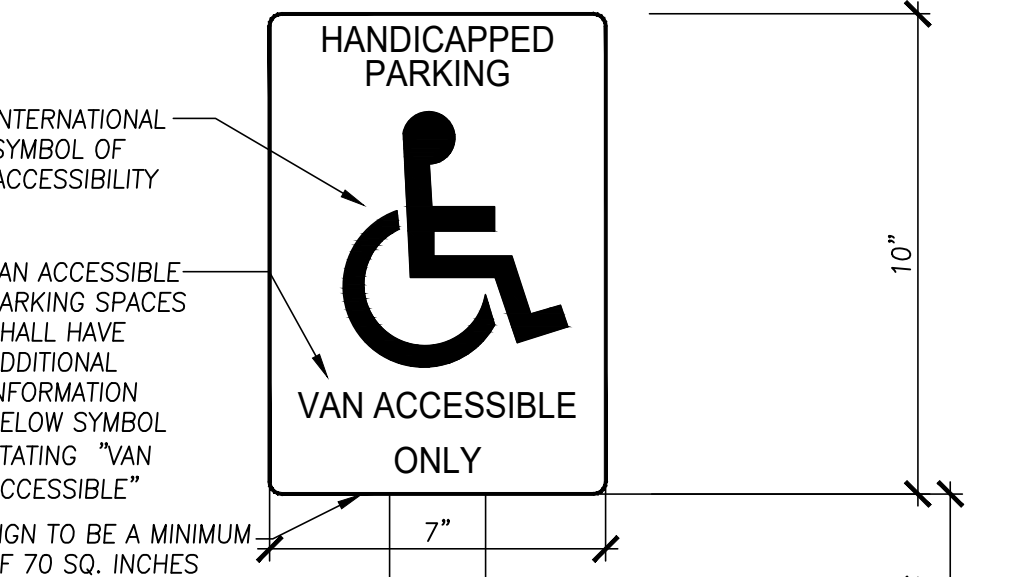
(E) ADA PARKING STALL

SCALE: 1/8"=1'-0"



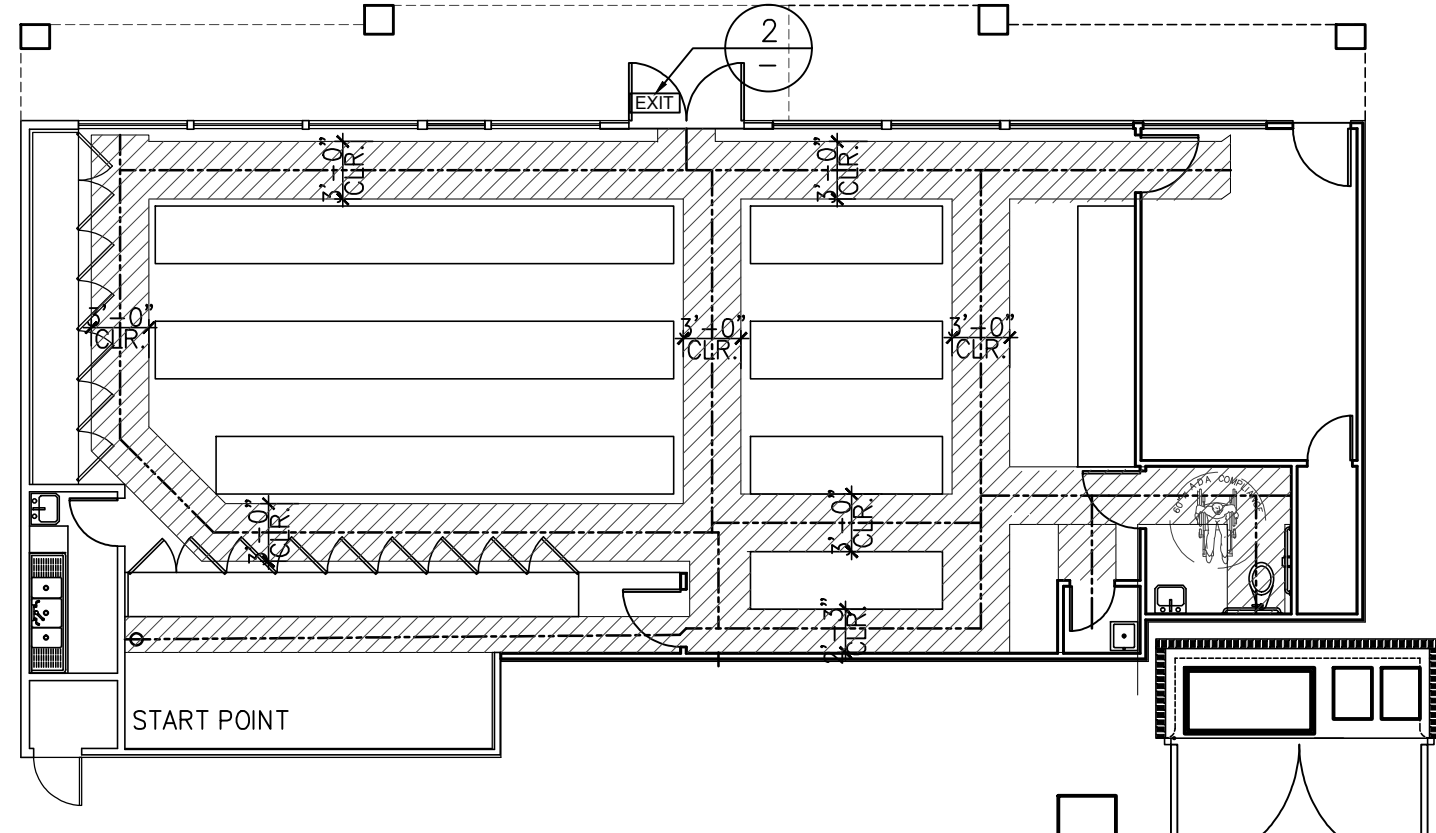
(A) ACCESSIBLE SYMBOL DET.

SCALE: 3/4"=1'-0"



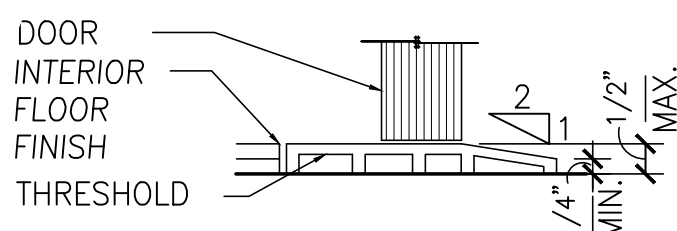
(B) HANDICAPPED SIGN

SCALE: 3"=1'-0"



PROPOSED EXIT PLAN

SCALE: 1"=10'-0"



LEVEL AREA TRANSITIONS

SCALE: 3"=1'-0"

WALL MOUNTED TACTILE EXIT SIGNAGE
TACTILE EXIT SIGNS SHALL BE PROVIDED AS REQUIRED BY CBC SECTION 1013 AND COMPLY WITH THE DESIGN REQUIREMENTS OF SECTION 11B-703

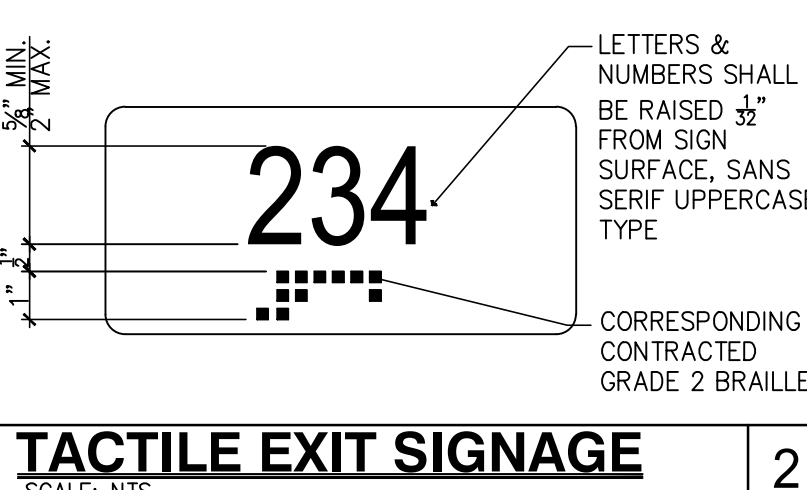
- TACTILE EXIT SIGNS SHALL BE INSTALLED AT THE FOLLOWING LOCATIONS, PER CBC SECTION 1011.4.
 - EACH GRADE-LEVEL EXTERIOR EXIT DOOR SHALL BE IDENTIFIED BY A TACTILE EXIT SIGN WITH THE WORD, "EXIT".
 - EACH EXIT DOOR THAT LEADS DIRECTLY TO A GRADE-LEVEL EXTERIOR EXIT BY MEANS OF A STAIRWAY OR RAMP SHALL BE IDENTIFIED BY A TACTILE EXIT SIGN WITH THE FOLLOWING WORDS AS APPROPRIATE:
 - "EXIT STAIR DOWN"
 - "EXIT STAIR UP"
 - "EXIT STAIR UP"
 - "EXIT STAIR UP"
 - EACH EXIT DOOR THAT LEADS DIRECTLY TO A GRADE-LEVEL EXTERIOR EXIT BY MEANS OF AN EXIT ENCLOSURE OR AN EXIT PASSAGEWAY SHALL BE IDENTIFIED BY A TACTILE EXIT SIGN WITH THE WORD, "EXIT ROUTE".
 - EACH ACCESS DOOR FROM AN INTERIOR ROOM OR AREA TO A CORRIDOR OR HALLWAY IS REQUIRED TO HAVE A VISUAL EXIT SIGN, SHALL BE IDENTIFIED BY A TACTILE EXIT SIGN WITH THE WORDS, "EXIT ROUTE".
 - EACH EXIT DOOR THROUGH A HORIZONTAL EXIT SHALL BE IDENTIFIED BY A SIGN WITH WORDS, "TO EXIT".

SIGNAGE MOUNTING REQUIREMENTS

- SIGNS SHALL BE INSTALLED ON THE WALL ADJACENT TO THE LATCH SIDE OF THE DOOR. AT DOUBLE LEAF DOORS SIGNS SHALL BE PLACED ON THE NEAREST ADJACENT WALL, PREPARED BY THE RIGHT. SIGNS SHALL BE LOCATED SUCH THAT A PERSON MAY APPROACH WITHIN 3" OF THE SIGN WITHOUT ENCOUNTERING PROTRUDING OBJECTS OR STANDING WITHIN THE SWING OF THE DOOR.
- (2010 ADA STANDARDS) 703.4.1 HEIGHT ABOVE FINISH FLOOR OR GROUND. TACTILE CHARACTERS ON SIGNS SHALL BE LOCATED 48 INCHES (1220 MM) MINIMUM ABOVE THE FINISH FLOOR OR GROUND SURFACE, MEASURED FROM THE BASELINE OF THE LOWEST TACTILE CHARACTER AND 60 INCHES (1525 MM) MAXIMUM ABOVE THE FINISH FLOOR OR GROUND SURFACE, MEASURED FROM THE BASELINE OF THE HIGHEST TACTILE CHARACTER.

- CHARACTERS AND BACKGROUND OF THE SIGN SHALL BE EGGSHELL, MATTE OR OTHER NON-GLARE FINISH, CHARACTERS SHALL CONTRAST WITH THE BACKGROUND.
- CHARACTERS SHALL HAVE A WIDTH-TO-HEIGHT RATIO BETWEEN 3:5 AND 1:1 AND A STROKE WIDTH-TO-HEIGHT RATIO BETWEEN 1:5 AND 1:10.
- BRILLE DOTS SHALL BE 1/8" ON CENTER IN EACH CELL WITH A SPACE BETWEEN CELLS, MEASURED FROM THE SECOND COLUMN OF DOTS IN THE FIRST CELL TO THE FIRST COLUMN OF DOTS IN THE SECOND CELL, DOTS SHALL BE RAISED A MINIMUM OF 1/16" ABOVE THE BACKGROUND.

SIGNAGE DESIGN REQUIREMENTS



TACTILE EXIT SIGNAGE

SCALE: NTS

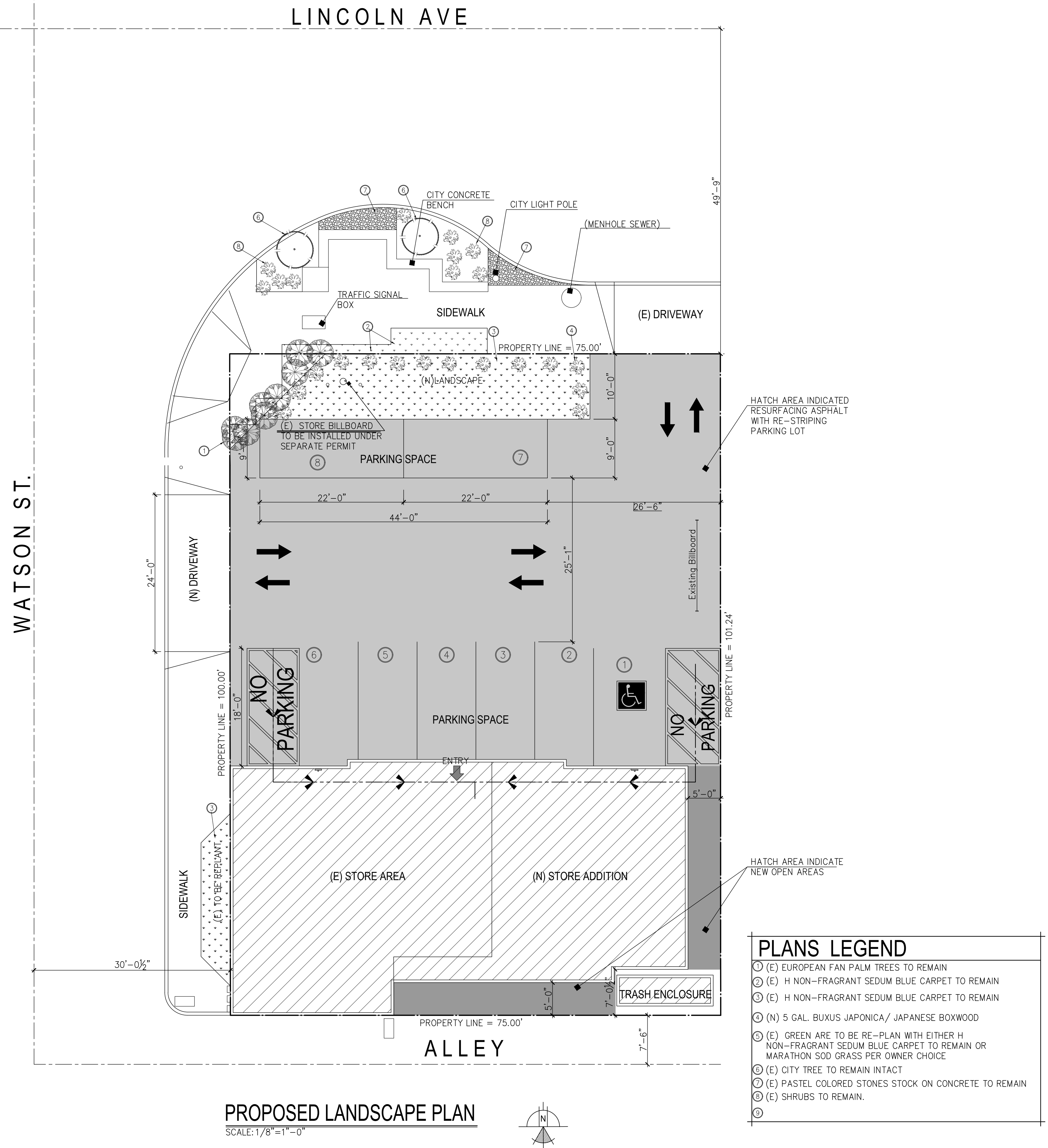
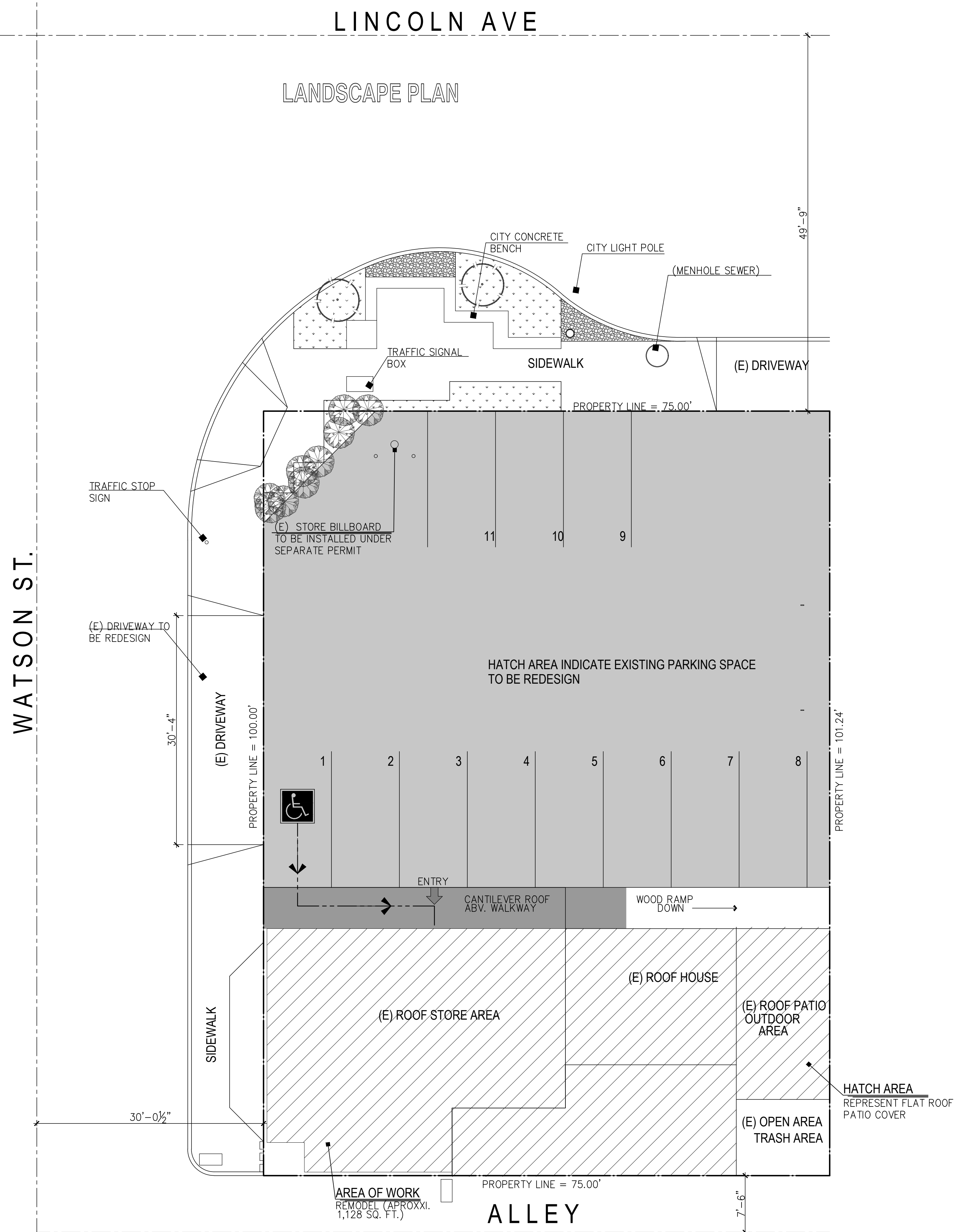
2

REMODEL & NEW ADDITION AREA FOR:
LIQUOR STORE
5362 LINCOLN AVE.
CYPRESS, CA 90630
ANALYSIS, NOTES, ENLARGED RESTROOMS & ADA DETAILS

DATE: 06/14/25
JOB NO: 25.302IK
DRAWN: RS
CHECKED: DJ

SHEET 02 OF 05

A - 1.1



THE ABOVE DRAWINGS AND SPECIFICATIONS AND IDEAS, DESIGNS AND ARRANGEMENTS REPRESENTED THEREBY ARE AND SHALL REMAIN THE PROPERTY OF THE DESIGNERS AND BUILDERS, AND NO PART THEREOF SHALL BE COPIED, DISCLOSED TO OTHERS, OR USED IN CONNECTION WITH ANY WORK OR PROJECT WITHOUT THE WRITTEN CONSENT OF THE DESIGNER.

THE ABOVE DRAWINGS AND SPECIFICATIONS
WAS PREPARED BY THE ARCHITECT,
BUILDERS, AND NO PART THEREOF
DESIGNER.

JACOBO DESIGN & STRUCTURAL INC

JACOBO DESIGN & S

DAVID JACOBO
513 WOOD ST.
SANTA ANA, CA 92703
PH: (714) 277-8664
EMAIL: DAVIDJACOB@YAHOO.COM

David Jacobo

SIGNATURE PER CALIFORNIA BUSINESS
AND PROFESSIONS CODE, CHAPTER 3,
DIVISION 3 & SECTION, 5536.1 (a)

NO.	DATE	REVISIONS
1		

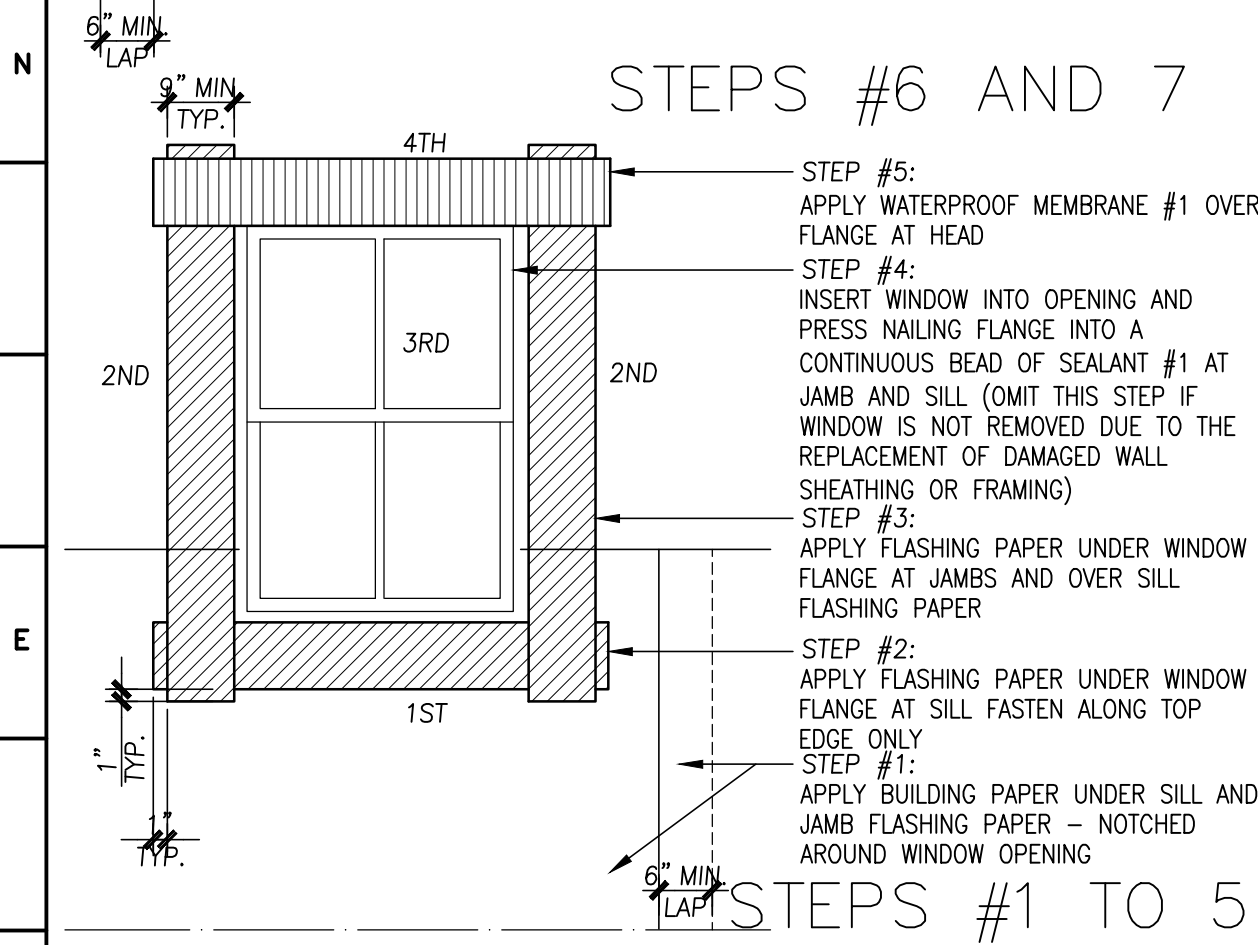
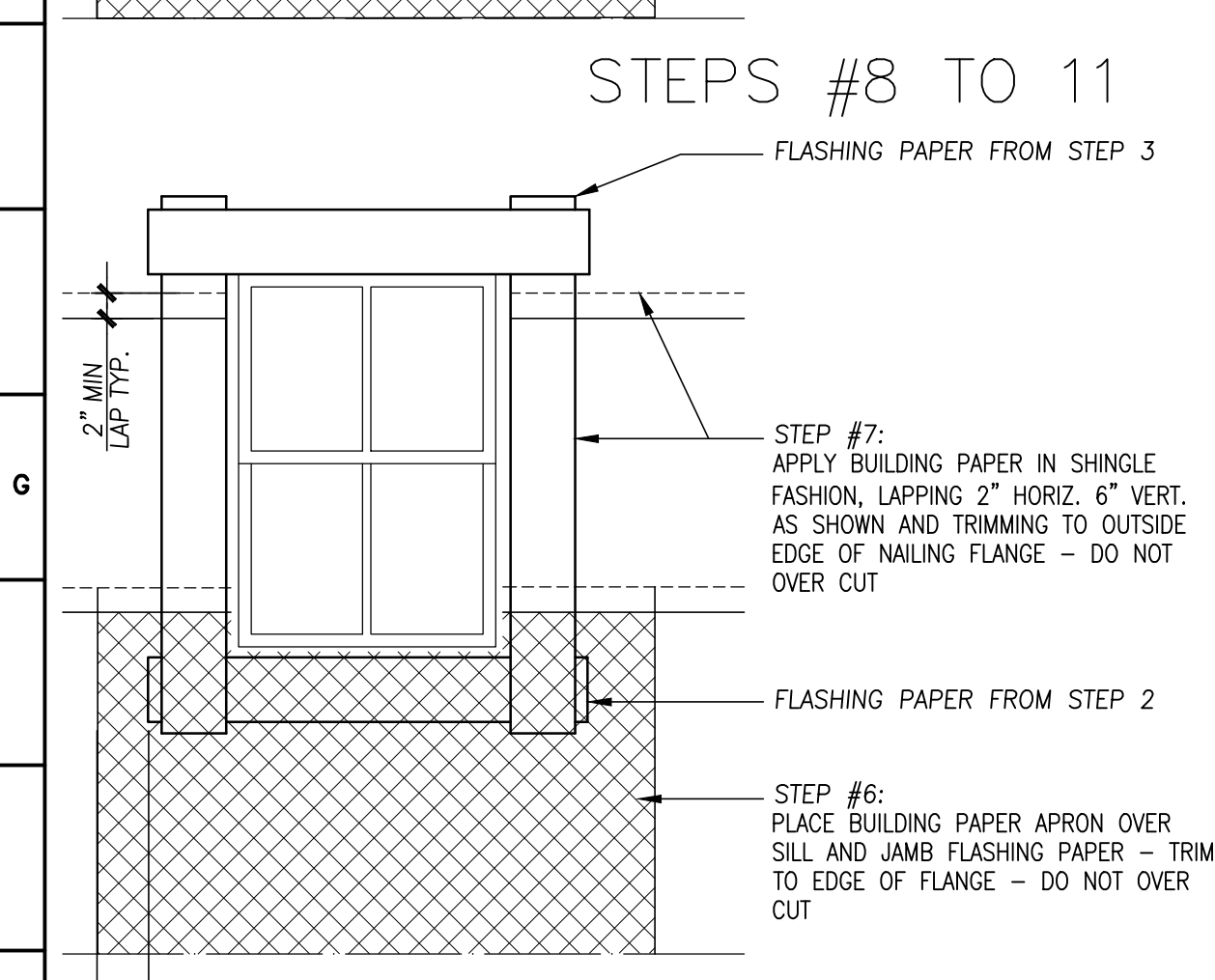
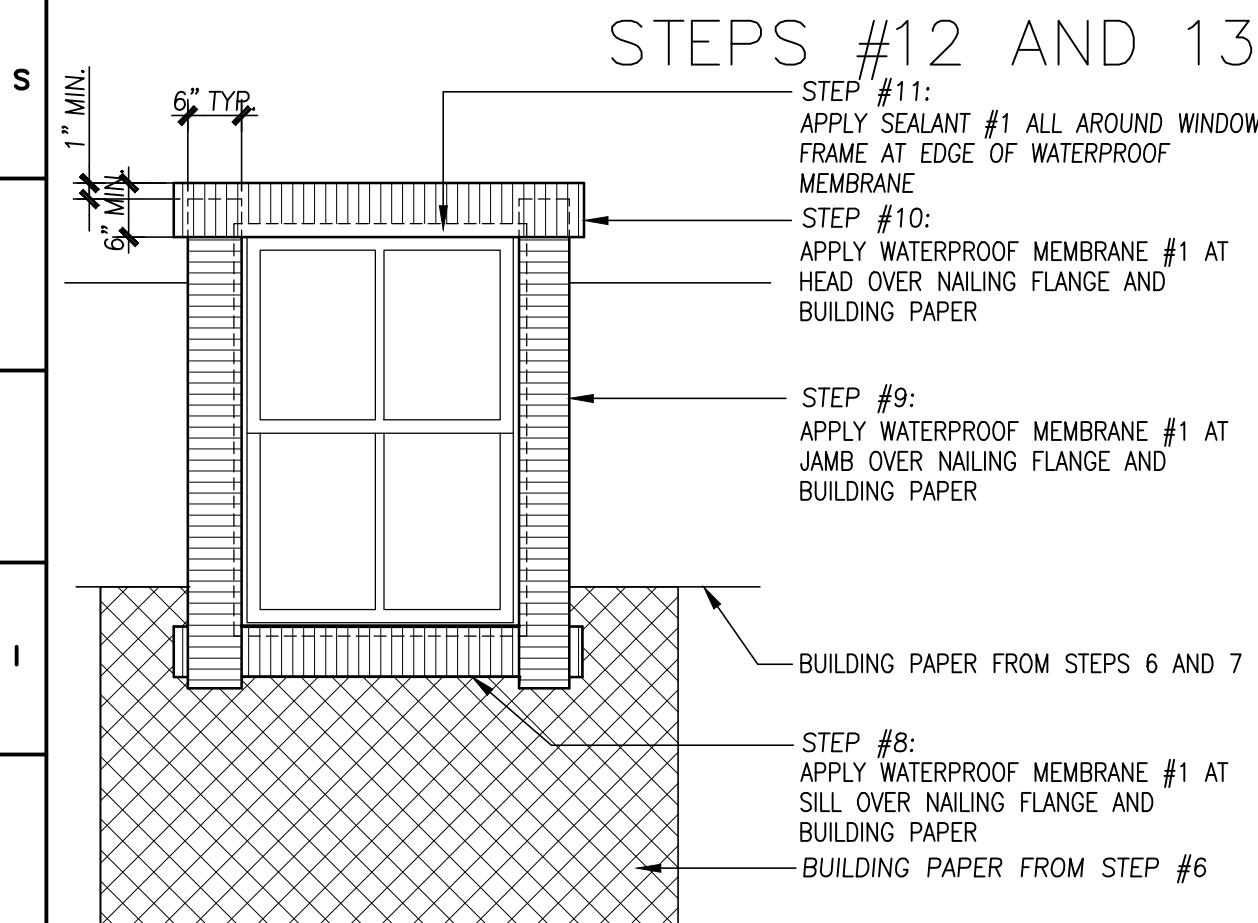
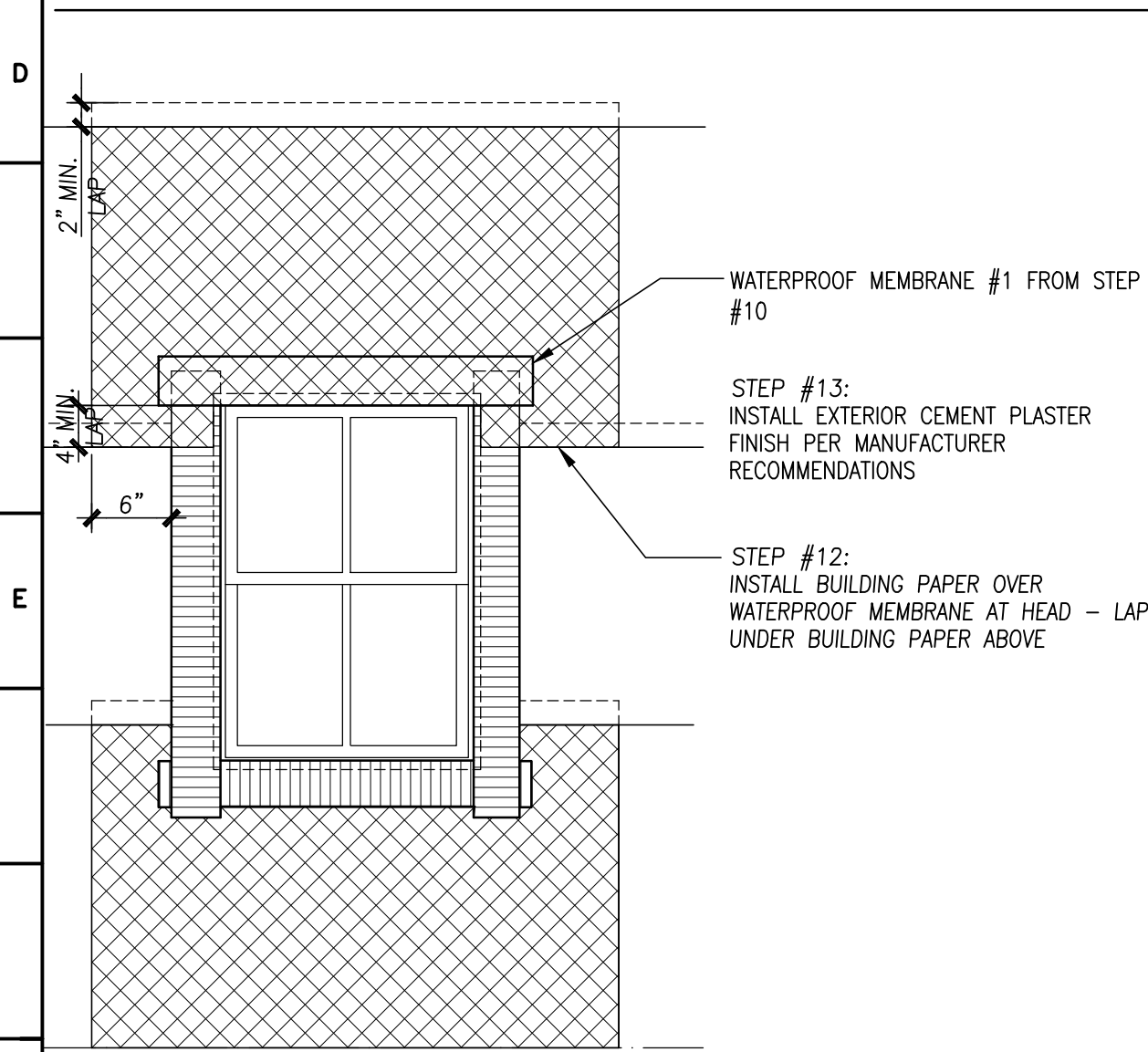
REMODEL & NEW ADDITION AREA FOR:
LIQUOR STORE
5362 LINCOLN AVE.
CYPRESS, CA 90630

EXISTING & PROPOSED LANDSCAPE PLAN

K-A-1	DATE:	06/14/25
	JOB NO.	25.3021K
	DRAWN:	RS
	CHECKED:	DJ

CAD FILE: JOBS/25-3026/K
PLOTTED DATE: 12.22.25

SHEET 01	OF 05
A - 1.2	



MATERIALS SPECIFIED:

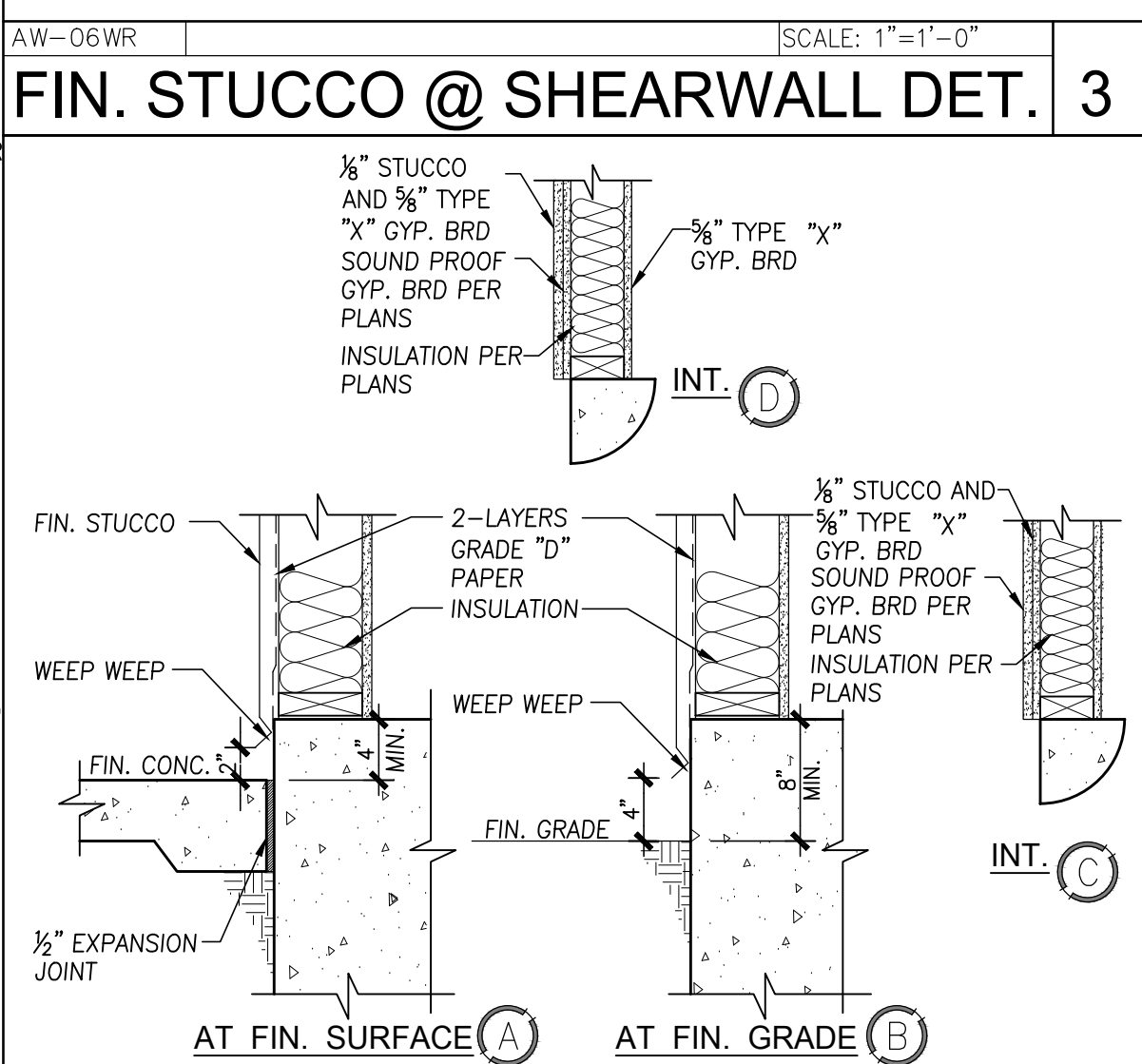
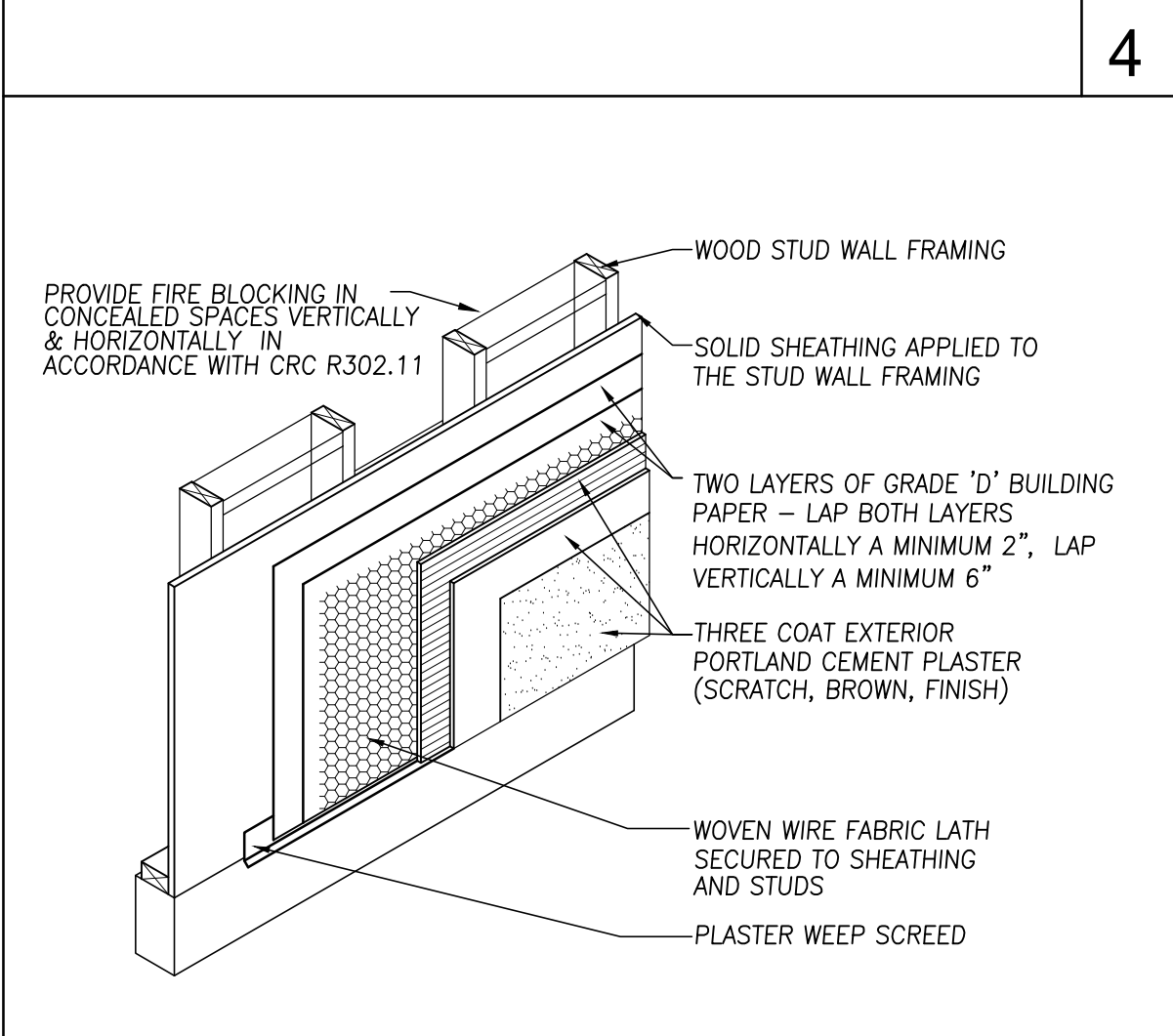
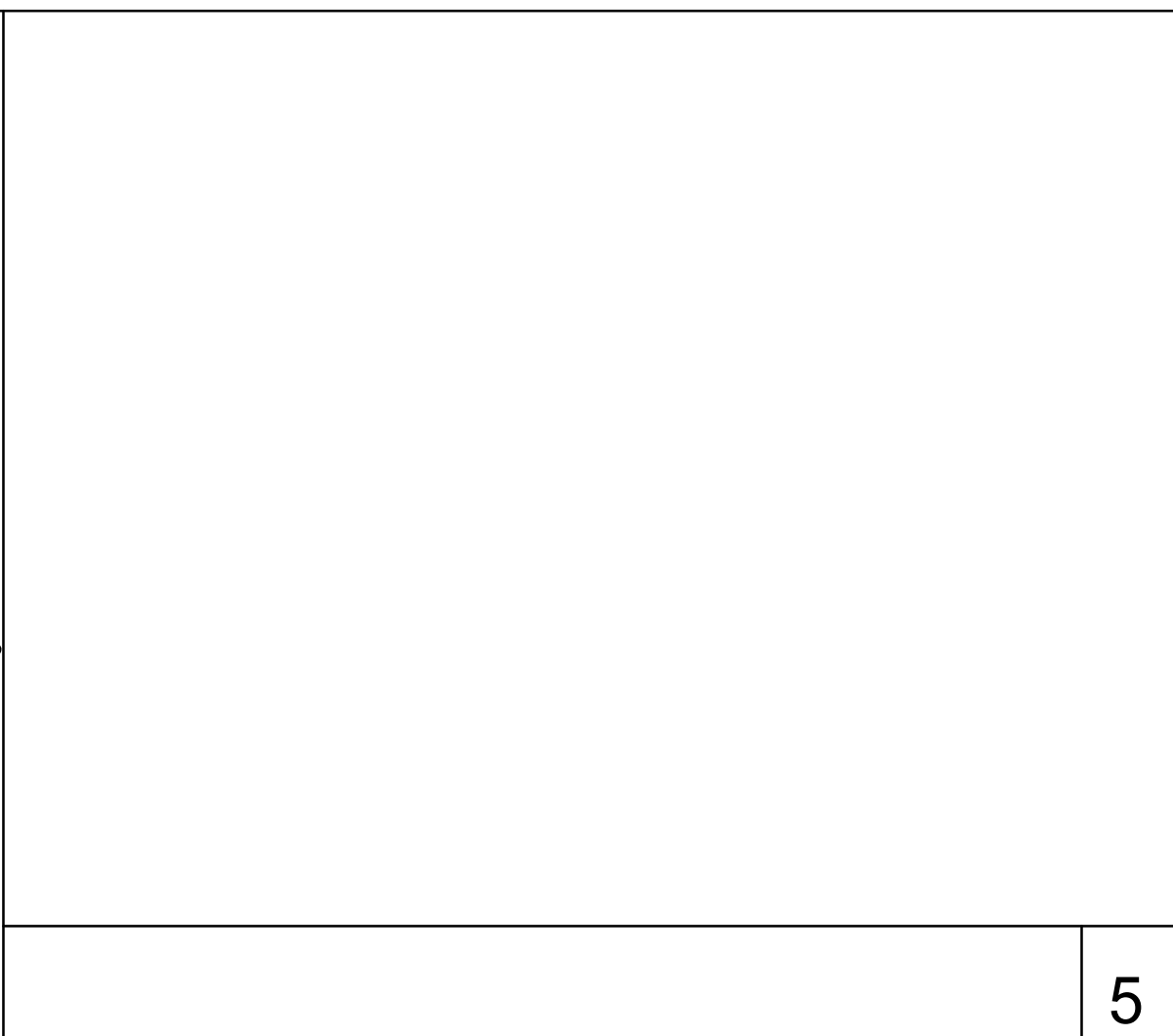
1. SEALANT NO.1 = SIKAFLEX 1A OR APPROVED EQUAL

2. WATERPROOF MEMBRANE NO.1 = POLYKEN FOILASTIC 626

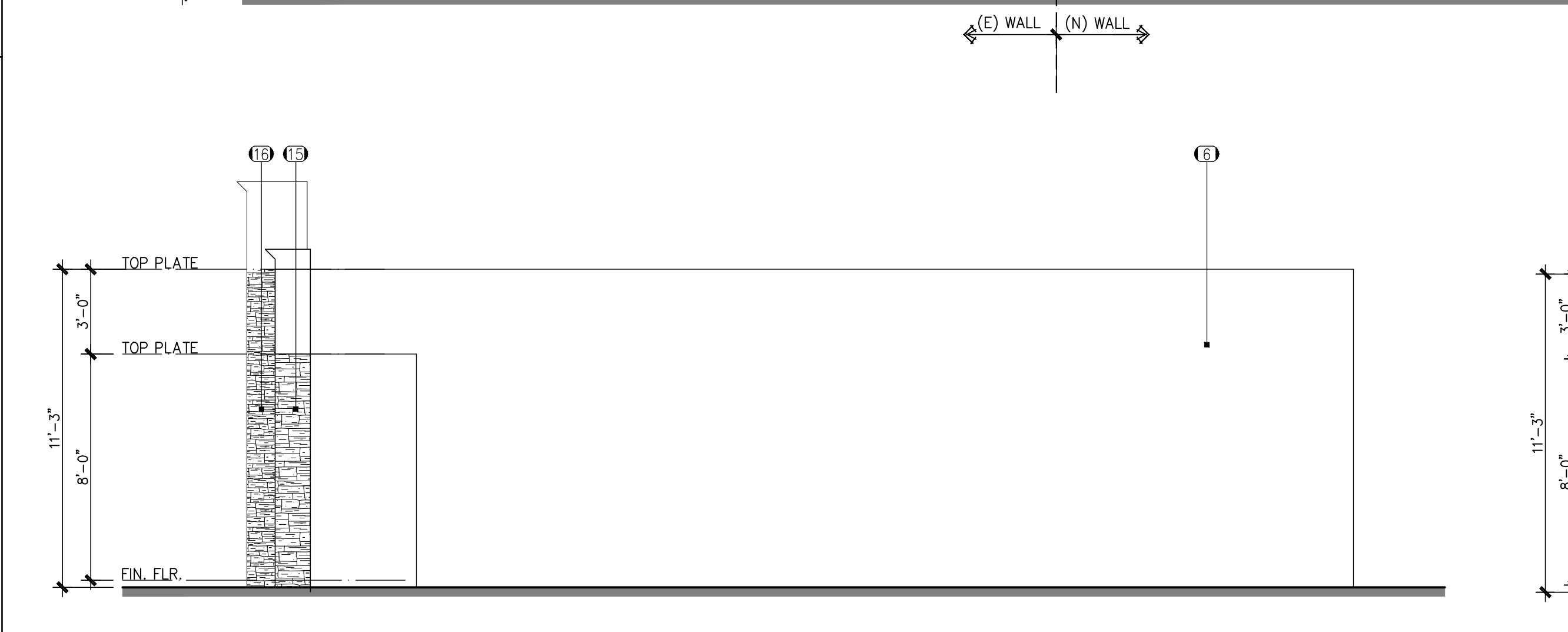
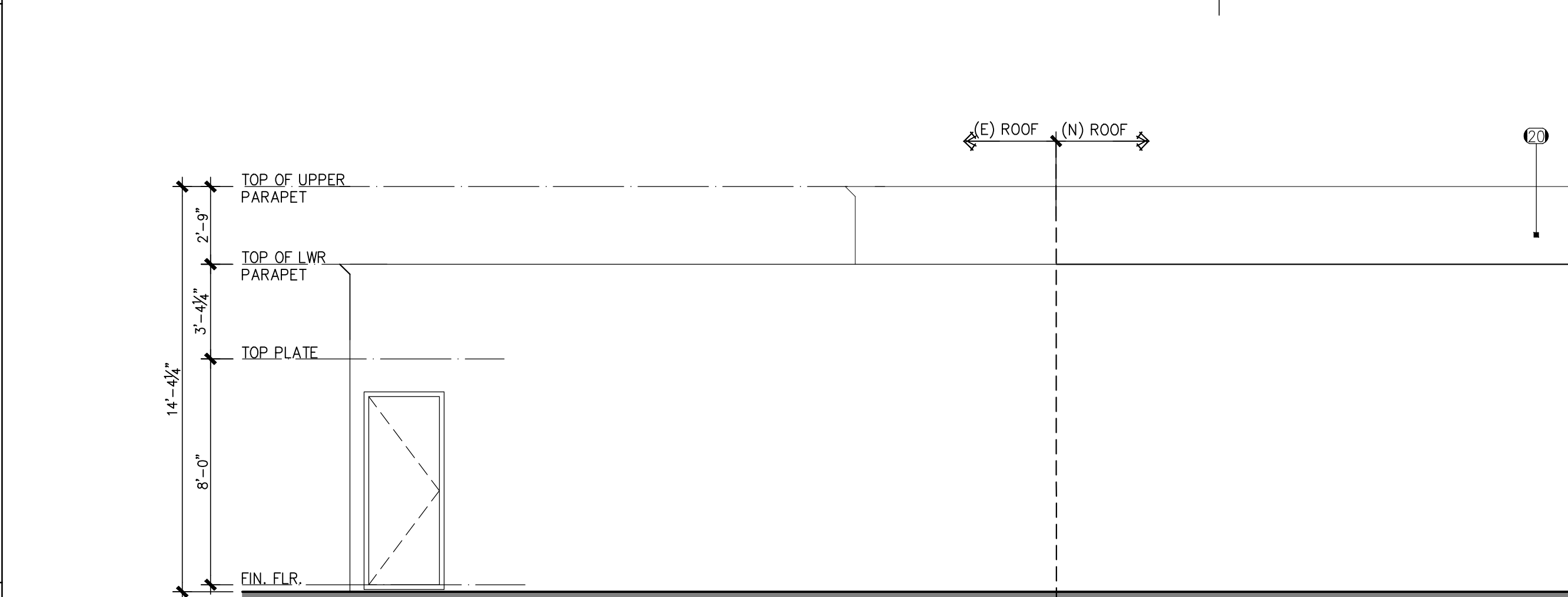
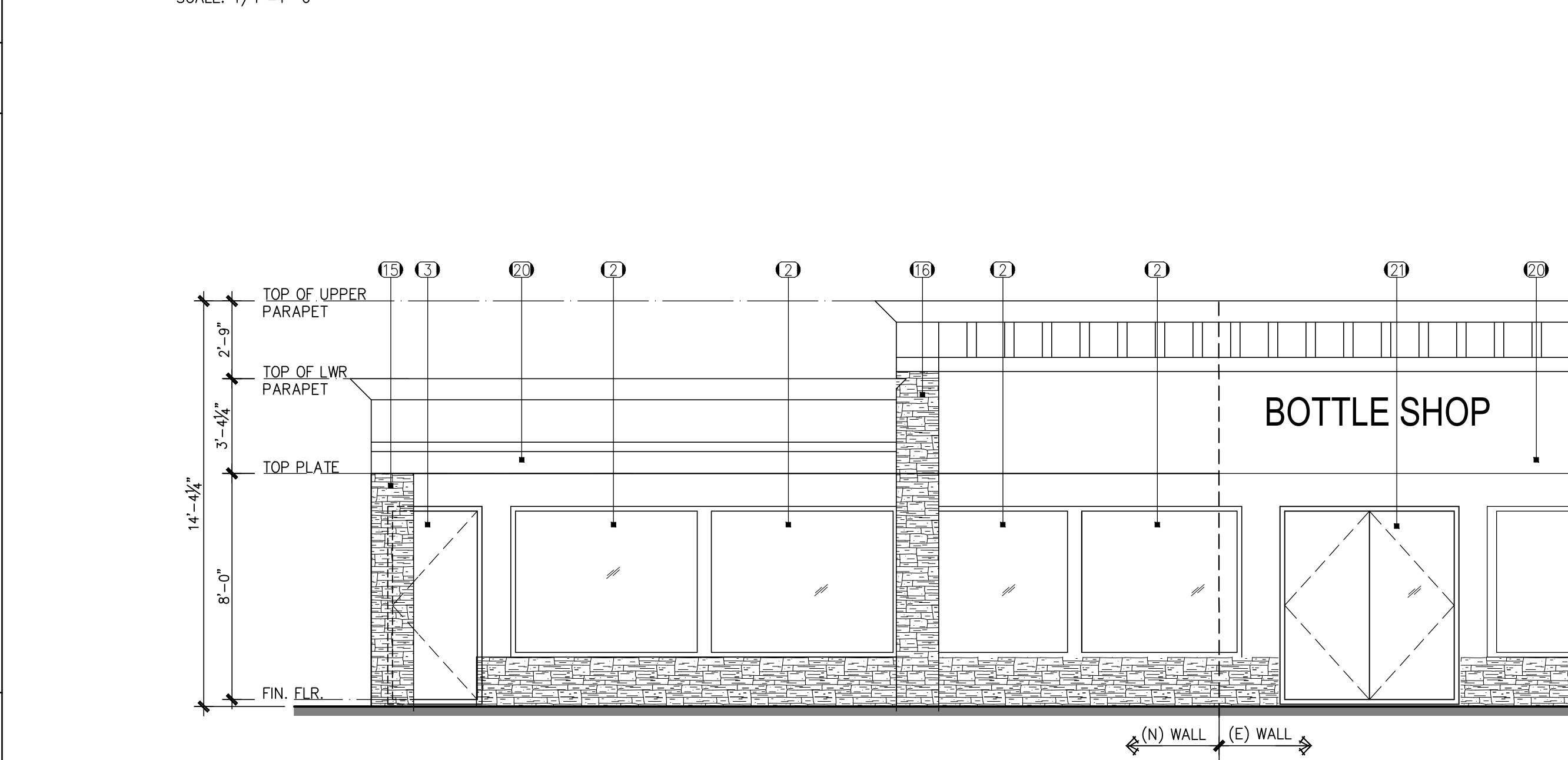
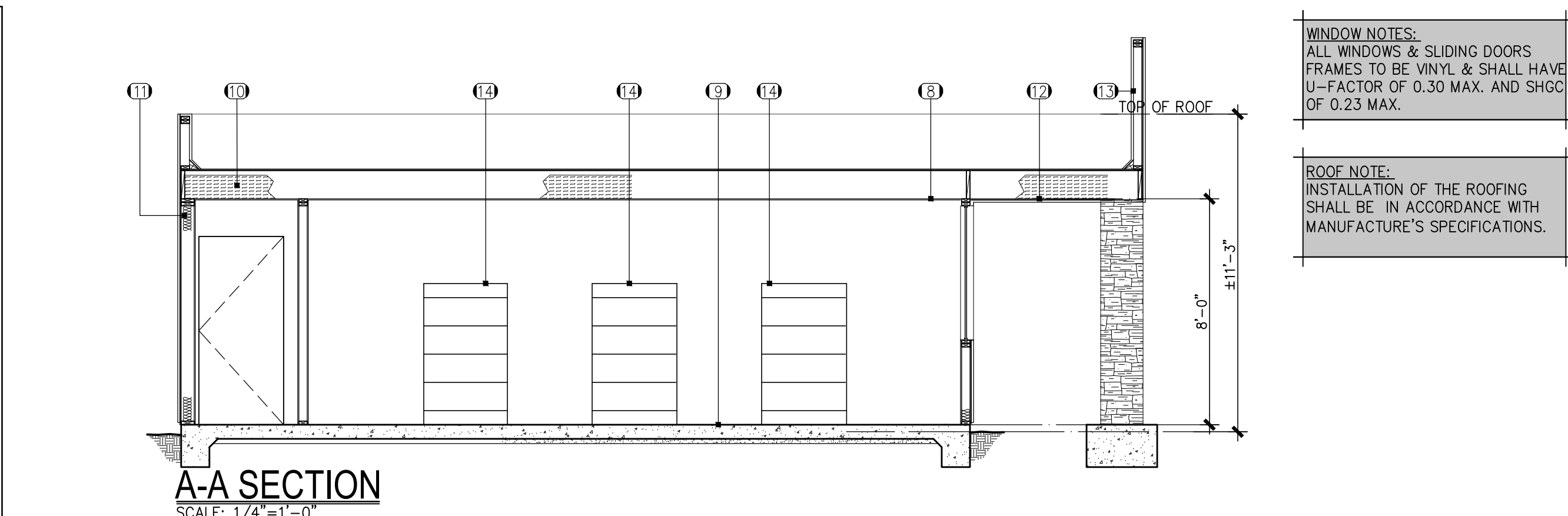
3. BUILDING PAPER = "SUPER JUMBO TEX" AND GRADE "D" 60 MINUTE PAPER MANUFACTURED BY FORTIFIBER CORPORATION, PORTLAND, OREGON

4. "VYCOR ULTRA" WATERPROOF MEMBRANE MANUFACTURED BY W.R. GRACE AND COMPANY CAMBRIDGE, MASS. IS AN ACCEPTABLE

FLASHING DETAILS



WEEP SCREED DETAILS



WEST SIDE ELEVATION

SCALE: 1/4"=1'-0"

WINDOW NOTES:

ALL WINDOWS & SLIDING DOORS FRAMES TO BE VINYL & SHALL HAVE U-FACTOR OF 0.30 MAX. AND SHGC OF 0.23 MAX.

ROOF NOTE:

INSTALLATION OF THE ROOFING SHALL BE IN ACCORDANCE WITH MANUFACTURE'S SPECIFICATIONS.

ELEVATION NOTES:

ANY ADDITION OR CHANGE MADE TO THE APPROVED EXTERIOR ELEVATION DESIGN EITHER ON THE DRAWINGS OR DURING CONSTRUCTION WILL REQUIRED PLANNING DIVISION AND BUILDING DIVISION REVIEW AND APPROVAL AND MAY RESULT IN A DELAY OF THE PROJECT OR THE REMOVAL OF NON-APPROVED WORK.

ALL MATERIALS, DETAILS FINISHES, COLORS, ROOF MATERIAL/PITCH, FASCIA TREATMENT, OVERHANG, WINDOW/DOOR PROPORTIONS, TRIM, ETC. TO MATCH THE ORIGINAL ARCHITECTURE OF THE BUILDING.

KEYED NOTES

1 (N) 2x WOOD WALL PER LEGEND TO MATCH EXISTING FINISH (MAIN HOUSE), TYP. WATER PROOF AS REQ'D

2 (N) ALUMINUM FIXED WINDOW BY 'MILGARD' OR EQUAL TO BE INSTALLED, PROVIDE U-VALUE OF WINDOWS ON PLAN PER CALIFORNIA ENERGY CODE 150.2 & CHOSEN BY THE OWNER, TYP. PER DET.

3 (N) EXTERIOR DOOR TO BE INSTALLED& REQUIRED TO BE 1 3/4" SOLID CORE. MATERIAL AND COLOR TO BE EITHER CHOSEN BY GENERAL CONTRACTOR OR OWNER

4 (N) ALUMINUM FIXED WINDOW BY 'MILGARD' OR EQUAL TO BE INSTALLED, PROVIDE U-VALUE OF WINDOWS ON PLAN PER CALIFORNIA ENERGY CODE 150.2 & CHOSEN BY THE OWNER, TYP. PER DET.

5 (N) ROOF JOISTS PER STRUCTURAL PLANS & ROOF PLAN

6 (E) WALL TO REMAIN

7 (N) TRASH ENCLOSURE PER CITY REQUIREMENTS WITH EITHER ROLL UP DOOR OR DOUBLE DOORS

8 (N) ROOF RAFTERS PER STRUCTURAL PLANS

9 (N) SLAB ON GRADE FOUNDATION PER STRUCTURE DRAWINGS

10 PROVIDE R-30 INSULATION, TYP.

11 PROVIDE R-15 INSULATION, TYP.

12 CANTILEVER ROOF WITH PARAPET

13 (N) PARAPET TO MATCH THE EXISTING PARAPET HEIGHT.

14 (E/N) STORAGE RACKS.

15 (N) 18"x15" FAKE COLUMN WITH STONE VENEER BY GENSTONE DESERT SUNRISE PANEL OR PER OWNER FINISH MATERIAL

16 (N) 18"x18" FAKE COLUMN WITH STONE VENEER BY GENSTONE DESERT SUNRISE PANEL OR PER OWNER FINISH MATERIAL

17 (E) FIXED WINDOW TO REMAIN OR TO BE REPLACE LIKE FOR LIKE

18 (E) FIXED WINDOW TO REMAIN OR TO BE REPLACE LIKE FOR LIKE

19 (E) PARAPET TO BE REDESIGN

20 (N) CANTILEVER ROOF W/ PARAPET

21 (N) GLASS ENTRY DOUBLE DOOR

JACOBO DESIGN & STRUCTURAL INC

DAVID JACOBO
ARCHITECT
SANTA ANA, CA 92703
PH: (714) 277-8664
EMAIL: DAVIDJACOBO@YAHOO.COM

REMODEL & NEW ADDITION AREA FOR:
LIQUOR STORE
5362 LINCOLN AVE.
CYPRESS, CA 90630

EXTERIOR ELEVATIONS & DETAILS

DATE: 06/14/25
JOB NO: 25.302IK
DRAWN: RS
CHECKED: DJ

SHEET 04 OF 05

A - 3

KEYED NOTES

ENTRY DOUBLE DOOR



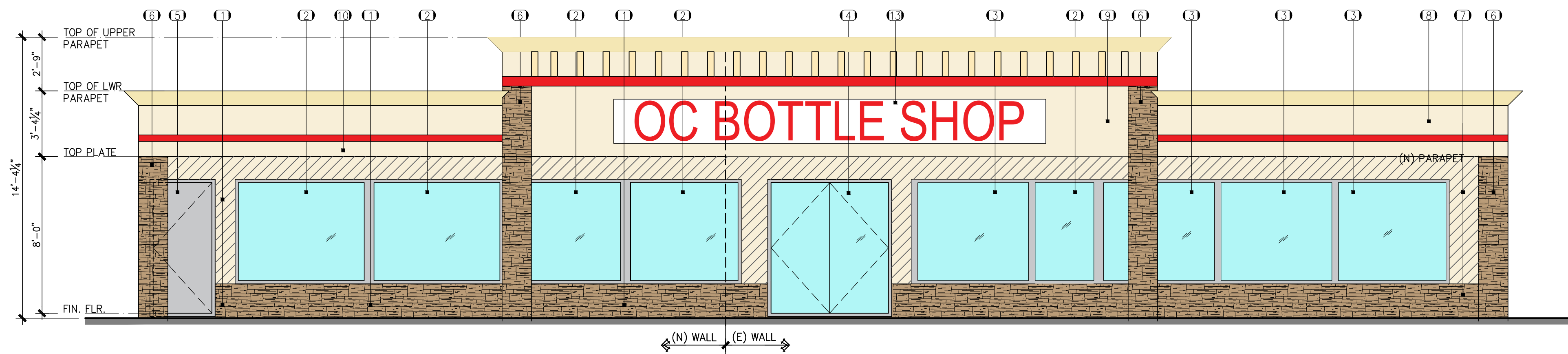
PILLAR PANEL
GENSTONE DESERT SUNRISE PANEL BY GEN STONE



CRL-U.S. ALUMINUM 1Z4222
DARK BRONZE/BLACK ANODIZE CLASS 1 CUSTOM SIZE PAIR SERIES 4001

EXTERIOR MATERIAL SAMPLE BOARD
5362 LINCOLN AVE.

- (N) 2x WOOD WALL WITH STONE VENEER BELOW WINDOWS.
- (E) ALUMINUM WINDOW BY 'MILGARD' OR EQUAL TO BE INSTALLED, PROVIDE U-VALUE OF WINDOWS ON PLAN PER CALIFORNIA ENERGY CODE 150.2 & CHOSEN BY THE OWNER, TYP. PER DET.
- (E) ALUMINUM WINDOW
- (N) ALUMINUM DOUBLE DOOR BY 'MILGARD' OR EQUAL TO BE INSTALLED, PROVIDE U-VALUE OF WINDOWS ON PLAN PER CALIFORNIA ENERGY CODE 150.2 & CHOSEN BY THE OWNER, TYP. PER DET.
- (N) HOLLOW STEEL DOOR BY FORTIS OR EQUAL TO BE INSTALLED
- (N) SQUARE COLUMN WITH STONE VENEER AROUND
- (E) WALL WITH NEW STONE VENEER BELOW WINDOWS
- (E) CANTILEVER ROOF TO BE REDESIGN TO ADDED A PARAPET
- (E) CANTILEVER ROOF TO BE REDESIGN TO PUSH OUT & ADDED A PARAPET
- (N) CANTILEVER ROOF WITH PARAPET
- (N) BLOCK TRASH ENCLOSURE PER CITY REQUIREMENTS WITH EITHER ROLL UP DOOR OR DOUBLE DOORS
- (N) 2x WOOD WALL WITHOUT STONE VENEER OR PARAPET
- (N) LIGHTED BOX SIGNAGE
- (E) 2x WOOD WALL WITHOUT STONE VENEER OR PARAPET
- (E) HOLLOW STEEL DOOR TO REMAIN



NORTH SIDE ELEVATION

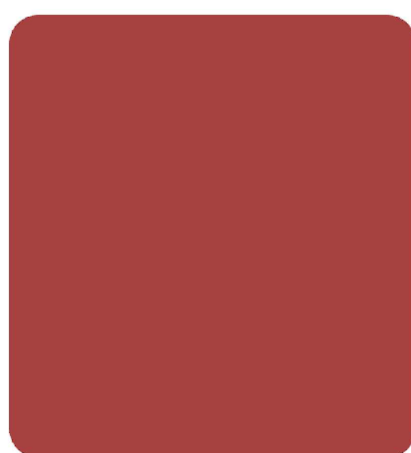


CRL-U.S. ALUMINUM 1Z4222
DARK BRONZE/BLACK ANODIZE CLASS
1 CUSTOM SIZE PAIR SERIES 400T

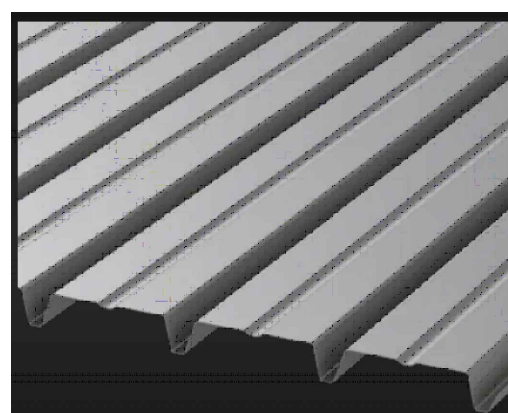


FINE COAT

BEHR # 22 NAVAJO WHITE SEMI-GLOSS
ACRYLIC

PARAPET STRIPE
COLOR

TRASH ENCLOSURE
COLOR



TRASH ENCLOSURE
ROOF TYPE



EXTERIOR DOOR STEEL TYPE

FORTIS DOORS PREHUNG WELDED
WELDED FRAME COMMERCIAL DOOR
KIT, CYLINDRICAL LOCK,

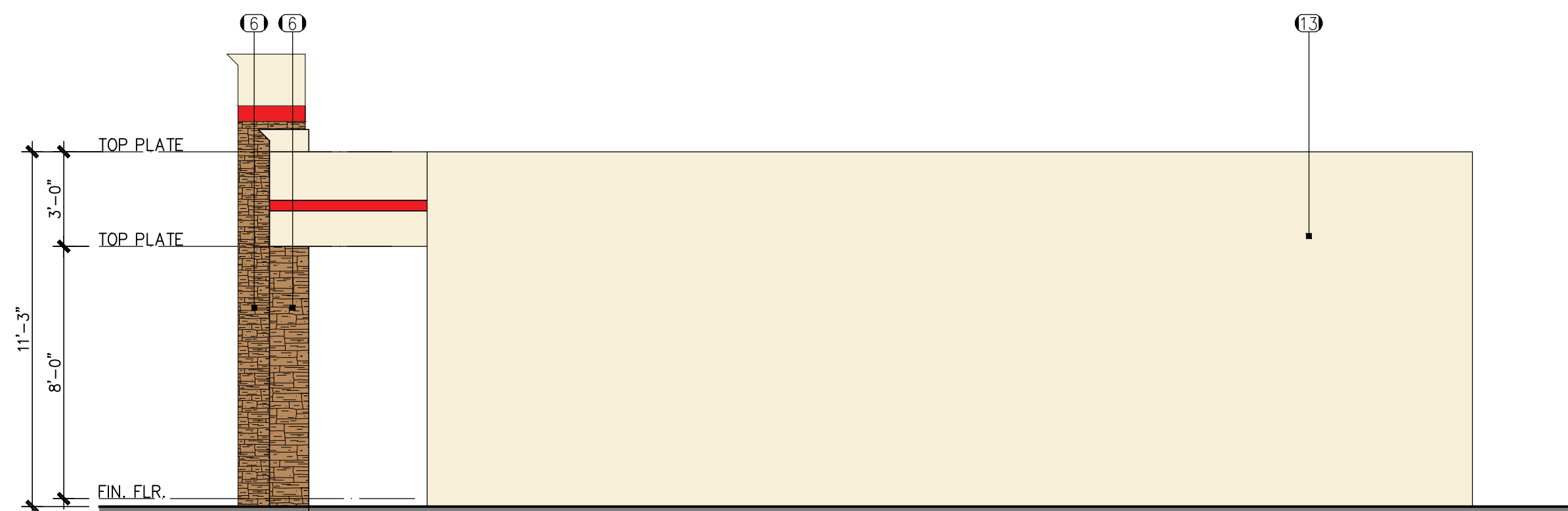


TRASH ENCLOSURE
WALL BLOCK

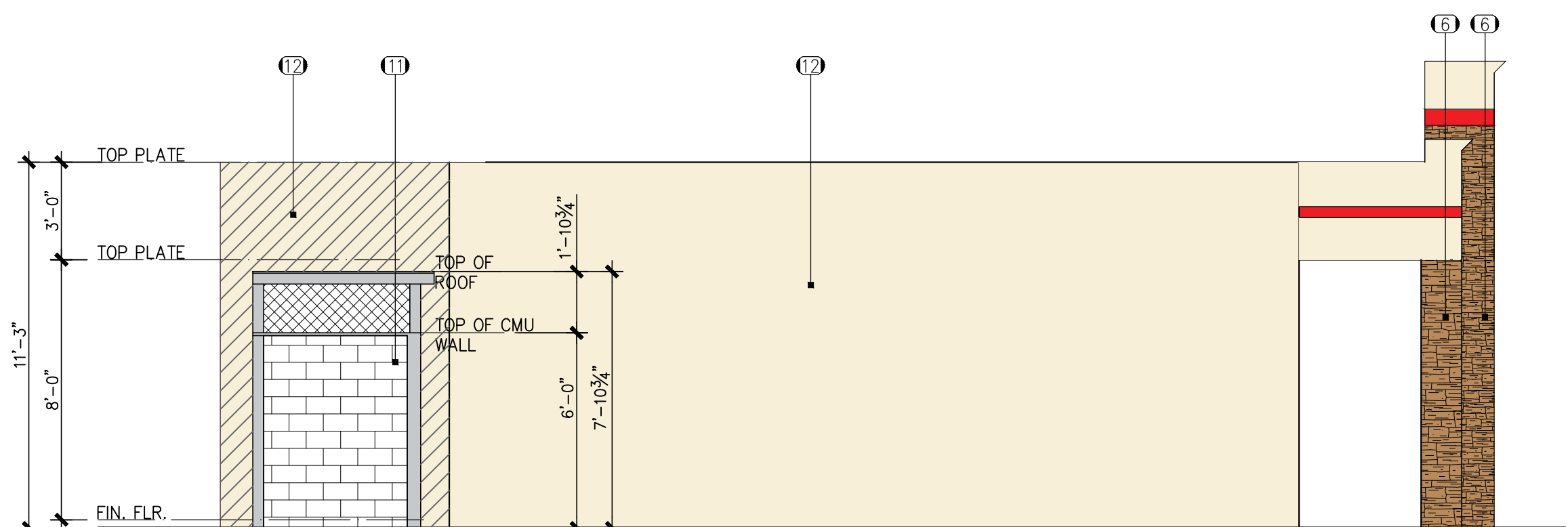


TRASH ENCLOSURE
DOUBLE DOORS

TRASH-ENCLOSURE GATES-134 BY FUSION
METAL WORKS OR EQUAL



EAST SIDE ELEVATION



WEST SIDE ELEVATION
SCALE: 1/4"=1'-0"

[illegible]

NO.	DATE	REVISIONS
1		

REMODEL & NEW ADDITION AREA FOR:
LIQUOR STORE
5362 LINCOLN AVE.
CYPRESS, CA 90630

EXTERIOR ELEVATIONS & MATERIALS

DATE:	06/14/25
JOB NO.	25.302IK
DRAWN:	RS
CHECKED:	DJ

A - 3.1

AD FILE: J08S/25.302IK/ IK-A-3
PLOTTED DATE: 12.16.25

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

☒ County Clerk-Recorder
 Public Services Division
 P.O. Box 238
 Santa Ana, CA 92702

Project Title Conditional Use Permit No. 2025-03		
Project Location - Specific 5362 Lincoln Avenue		
Project Location - City Cypress		Project Location - County Orange
Description of Nature, Purpose, and Beneficiaries of Project Proposal to expand an existing 1,128-square-foot convenience store by 869 square feet and to construct related site and landscape improvements, including a new trash enclosure and reconfigured on-site parking.		
Name of Public Agency Approving Project City of Cypress		
Name of Person or Agency Carrying Out Project (Applicant's Name and Address) David Jacobo of Jacobo Design & Structural Inc. (513 Wood St, Santa Ana, CA 92703), on behalf of property owner, Hill Legacy Inc (24335 Las Palmas St, Valencia, CA 91355)		
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 1. (Sec. 15301)		
Reasons why project is exempt: The project qualifies for a Class 1 Categorical Exemption because it involves minor alterations to an existing site, includes an addition of less than 10,000 ft ² , results in a negligible increase in use intensity, is served by adequate public services consistent with the General Plan, and is not located in an environmentally sensitive area.		
Lead Agency Contact Person Christopher Wong, Business Development Manager	Area Code 714	Telephone Number 229-6753

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 ☐ No

Date Received for Filing at OPR

Signature

Business Development Manager
Title

- ☒ Signed by Lead Agency
☐ Signed by Applicant



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

12.

FROM: Fred Galante, City Attorney

DATE: 02/23/2026

SUBJECT: City Manager Employment Agreement

RECOMMENDATION

Approve the City Manager Employment Agreement with Shannon DeLong, and authorize the Mayor to execute the agreement.

SUMMARY

Over the last several months, the City Council has engaged in a formal competitive executive recruitment process to select a qualified candidate to fill the City Manager position. Pursuant to Cypress Municipal Code § 2-7, the City Manager is to be appointed solely on the basis of their executive and administrative qualifications and ability and shall hold office at the pleasure of the City Council. Based upon the formal competitive executive recruitment process, the City Council has identified Shannon DeLong as the candidate who is best qualified and able to serve as City Manager.

The City Council desires to fix the compensation and establish the terms and conditions of employment for Shannon DeLong pursuant to an employment agreement.

DISCUSSION

The City Council engaged in an extensive and comprehensive competitive search for its new City Manager. Following the completion of that process, the City Council has selected Shannon DeLong as the candidate who is best qualified to serve as the City Manager for the City of Cypress. Ms. DeLong has extensive experience in city management. For the past eight years, she has served as the Assistant City Manager for the City of Whittier. Prior to Whittier, Ms. DeLong worked for the City of Downey as the Assistant to the City Manager and the Library Director. Ms. DeLong possesses a BA and MBA and is an alumni of UCLA and Cal State Dominguez Hills.

The proposed City Manager Employment Agreement sets forth the following terms and conditions:

- **Term:** Three years (March 30, 2026, to March 29, 2029), with two, one-year extensions
- **Salary:** \$315,000 per year
- **COLAs:** Same as department heads, beginning in July 2027
- **Deferred Compensation:** \$15,000 per year
- **Vacation Leave:** 80 hours (initial deposit), 160 hours accrued per year
- **Sick Leave:** 40 hours (initial deposit), 96 hours accrued per year
- **Severance:** 6 – 12 months depending on longevity, in the event of termination without cause and conditioned upon general release

All other benefits such as retirement, insurance (health, dental, vision, life & disability), auto allowance, technology allowance and holidays will be the same as those provided to Executive Management employees.

California Government Code section 54953(c)(3) requires an oral report in an open meeting summarizing the proposed final action on salaries, salary schedules, or compensation paid in the form of fringe benefits of a City Manager. A summary of the compensation and benefits will be stated verbally on this agenda item.

BUDGET IMPACT

There are sufficient funds for the salary and benefits proposed in the Fiscal Year 2025/2026 budget.

LEGAL REVIEW

The City Attorney has prepared this staff report and approved the agreement as to form.

APPROVED BY: Sean Joyce, Interim City
Manager

Attachments

Agreement

CITY MANAGER EMPLOYMENT AGREEMENT

BETWEEN

CITY OF CYPRESS & SHANNON DELONG

This City Manager Employment Agreement (“Agreement”), is made and entered into the 23rd day of February, 2026 by and between the City of Cypress of California, a municipal corporation and charter city (“City”), and Shannon DeLong, an individual (hereinafter "City Manager").

RECITALS

WHEREAS, it is the desire of the City Council of the City of Cypress (hereinafter the "Council") to employ an individual to serve in the position of city manager, which position is prescribed by state law, Section 600 of the City’s Charter, and Section 2-7 of the Cypress Municipal Code; and

WHEREAS, California Government Code Section 34852 provides that an ordinance establishing a city manager form of government shall define the powers and duties of the city manager; and

WHEREAS, the powers and duties of the city manager of the City are set forth at Section 601 of the City’s Charter and Section 2-12 of the Cypress Municipal Code; and

WHEREAS, Cypress Municipal Code Section 2-7 provides that “[t]he city manager shall be appointed by the city council solely on the basis of . . . executive and administrative qualifications and ability” and “shall hold office at and during the pleasure of the city council[;]” and

WHEREAS, based on City Manager’s executive and administrative qualifications and ability, the Council desires to employ City Manager to serve as the at-will city manager for the City; and

WHEREAS, City Manager desires to accept employment as such from City and to perform and assume responsibility for the provision of city manager services to the City.

NOW, THEREFORE, in consideration of the mutual covenants contained herein, City and City Manager hereby agree as follows:

A G R E E M E N T

1.0 EMPLOYMENT & DUTIES

1.1 Duties. City hereby agrees to employ Shannon DeLong as City Manager to perform the functions and duties specified in the City’s Charter, Municipal Code and in the Government Code of the State of California, and to perform such other legally permissible and

proper duties and functions as the Council shall, from time to time, direct or assign. City Manager further agrees to perform all such functions and duties to the best of her ability and in an efficient, competent, and ethical manner.

1.2 Work Schedule. It is recognized that City Manager is expected to engage in the hours of work that are necessary to fulfill the obligations of the position, must be available at all times, and must devote a great deal of time outside the normal office hours to the business of the City. The City Manager acknowledges that proper performance of the duties of city manager will require City Manager to generally observe normal City business hours unless using leave or observing a City holiday, and will also often require the performance of necessary services outside of normal business hours. City Manager's compensation (whether salary or benefits or other allowances) is not based on hours worked, and City Manager shall not be entitled to any compensation for overtime.

1.3 Other Activities. City Manager shall focus her professional time, ability, and attention to City business during the term of this Agreement. City Manager shall not spend more than ten (10) hours per month in teaching, counseling, or other non-employer connected business activities without the express prior written consent of the Council, in any other business duties or pursuits whatsoever, or directly or indirectly render any services of a business, commercial, or professional nature to any other person or organization, whether for compensation or otherwise, that is or may be competitive with the City, that might cause a conflict-of-interest with the City, or that otherwise might interfere with the business or operation of the City or the satisfactory performance of the functions and duties of city manager.

1.4 ICMA Code of Ethics. The parties desire that City Manager comply with the ICMA Code of Ethics. City Manager agrees to comply with the ICMA Code of Ethics. City and the City Manager further agree that neither the Council nor any of its members will give City Manager any order, direction, or request that would require City Manager to violate the ICMA Code of Ethics.

1.5 Employment Status. Upon appointment to the city manager position, City Manager understands and agrees that she serves at the will and pleasure of the Council and is an "at-will" employee without recourse to bumping or other demotion rights and shall be subject to summary dismissal without any right of notice or hearing except as expressly provided in this Agreement, including any so-called pre-disciplinary *Skelly* meeting. The City may terminate the employment of City Manager at any time in accordance with Section 3.4 below.

1.6 City Documents. All data, studies, reports and other documents prepared by City Manager while performing her duties during the term of this Agreement shall be furnished to and become the property of the City, without restriction or limitation on their use. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other materials either created by or provided to City Manager in connection with the performance of this Agreement shall be held confidential by City Manager to the extent permitted by applicable law, except as may be required by any governmental agency or court of competent jurisdiction. Such materials shall not be used by City Manager, without the prior written consent of the Council, for any purposes other than the performance of her duties. Additionally, no such materials may be disclosed to any person or entity not connected

with the performance of services under this Agreement, except as required by (a) law, (b) any governmental agency, (c) subpoena, or (d) an order issued by a court of competent jurisdiction.

1.7 Exclusion from Personnel System. City Manager understands, acknowledges and agrees that she is exempt from the City's personnel system pursuant to Cypress Municipal Code Section 18-2(f).

1.8 FLSA Exempt Status. City Manager agrees that her position is that of an exempt employee for the purposes of the Fair Labor Standards Act ("FLSA"). City Manager's compensation (whether salary or benefits or other allowances) is not based on hours worked, and City Manager shall not be entitled to any compensation for overtime.

2.0 COMPENSATION AND ANNUAL REVIEWS

2.1 Annual Compensation; Adjustments. City agrees to compensate City Manager for her services rendered hereunder at an annual base salary of Three Hundred Fifteen Thousand Dollars (\$315,000.00), as may be adjusted from time-to-time in accordance with Section 2.2 and 2.3 hereinafter, or as this Agreement may be amended. Such salary shall be payable in installments at the same time as all City department head executive management employees of City are paid. Such salary shall be adjusted for payroll taxes, workers' compensation, and other payroll-related liability costs.

2.2 Effectuating Salary Adjustment. Following the annual performance review, the Council may, in its sole discretion, increase the City Manager's salary. City and City Manager agree that the affirmative vote of three (3) members of Council at a public meeting shall be required to effectuate an increase in the salary paid to City Manager paid pursuant to this Agreement, as well as amendment of this Agreement.

2.3 Cost of Living Adjustments. Beginning in July 2027, City Manager shall be provided cost of living adjustments ("COLA") equal to the COLAs, if any, afforded to all City department head executive management employees by resolution of the Council, and shall be effective the same date as such COLAs are provided to all City department head executive management employees.

3.0 TERM

3.1 Commencement & Effective Date. City Manager shall commence her services at 12:01 a.m., Pacific daylight savings time, on March 30, 2026 which shall also be deemed the Effective Date of this Agreement.

3.2 Term. The term of this Agreement shall be for three (3) years from the Effective Date (i.e. until March 29, 2029). The term of the Agreement may be automatically extended for up to two, one year periods as follows: the Agreement term shall be automatically extended for one (1) additional year unless 180 days prior to the expiration of the Agreement term (i.e. on or before September 30, 2028 or September 30, 2029), either party provides written notice to the other that the Agreement shall not be extended. In the event of such notice, the Agreement shall expire at the end of the then-current term. The term of the Agreement shall not exceed a maximum five (5) year total term (i.e. no longer than March 29, 2031) without written amendment

to this Agreement. The term of the Agreement may be extended by mutual agreement of the parties in the manner as provided in Section 9.2 of this Agreement.

3.3 Termination by City Manager. City Manager may terminate this Agreement at any time or resign from employment with the City, provided City Manager provides the Council with at least sixty (60) days' advance written notice prior to the effective date of termination/ resignation, unless a shorter period is acceptable to Council. In the event City Manager terminates this Agreement or resigns, City Manager expressly agrees that she shall not be entitled to any severance pay.

3.4 Termination by City. The Council may terminate this Agreement at any time with or without cause, by providing written notice of the reasons(s). The Council's right to terminate City Manager pursuant to this Section 3.4 shall not be subject to or in any way limited by the City's Personnel Rules or past City practices related to the employment, discipline or termination of the City's employees. Nothing herein, however, shall be construed to create a property interest, where one does not exist by rule of law, in the position of city manager.

(a) Termination by City for Cause. The City may terminate this Agreement for cause at any time by providing City Manager with five (5) business days' written notice of the termination for cause and the facts and grounds constituting such cause. In such event, City shall, if desired City Manager, afford City Manager a public name-clearing hearing before Council. Request for a name clearing hearing shall be made to the City Clerk within seven (7) days of City Manager's receipt of notice of termination. For purposes of this Agreement, the term "cause" shall be defined to include any misconduct materially related to performance of official duties, including but not be limited to any of the following: (1) conviction or a plea bargain, judgment, or adverse determination by any court, the California Attorney General, the Fair Political Practices Commission, or a grand jury for any felony, intentional tort, crime of moral turpitude, or violation of any law constituting forfeiture of office, misconduct in office, abuse of office or position, misuse of public funds, or conflict of interest; (2) violation of a lawful and enforceable provision of the City's Charter, Municipal Code, Ordinances, Rules, and Regulations, including but not limited to the City's Personnel Rules; (3) violation of Federal, State or City laws concerning workplace violence, discrimination, or harassment; or a finding that legally prohibited personal acts of harassment against a City official or employee or legally prohibited personal acts of discrimination against a City official or employee has occurred; (4) creation of an intimidating, hostile, or offensive work environment in violation of any state and federal employment law including Title VII of the Civil Rights Act of 1964 and the Fair Employment and Housing Act; (5) willful disclosure of closed session confidential communications, attorney-client confidential communications, or other information whose confidentiality is privileged or protected by law; (6) acts of material dishonesty; (7) failure to comply with the terms of this Agreement; if such a failure is capable of cure, City Manager shall have thirty (30) business days from the date of receipt of notice from the Council specifying the acts or omissions deemed to amount to that failure to cure such failure; (8) failure to carry out a material, lawful and enforceable directive or directives of the Council made by the Council as a body at a Brown Act-compliant meeting; if such a failure is capable of cure, Manager shall have thirty (30) business days from the date of their receipt of notice from the Council specifying the acts or omissions deemed to amount to that failure to cure such failure; (9) continued and ongoing incapacity of Employee to perform the duties of employment as City Manager, unless such incapacity is protected by applicable employment, labor or disability

laws; (10) unauthorized absence or leave; (11) habitual intoxication while on duty, whether by alcohol, prescription or non-prescription drugs, and in the case of prescription drugs, where they are being used in a manner not authorized by City Manager's treating physician; (12) willful political activity involving the support of candidates for the Council or Charter amendments; (13) engaging in conduct tending to bring embarrassment or disrepute to the City; (14) any illegal or unethical act involving personal gain or deliberate financial mismanagement in the course and scope of employment; (15) theft or attempted theft; (16) "abuse of office or position" as defined in Government Code §53243.4 (i.e., waste, fraud, and violation of the law under color of authority and crimes against public justice, including crimes involving bribery and corruption); or (17) any similar cause. For any of the foregoing, the City may, in its discretion, place City Manager on paid or unpaid administrative leave until resolution. If the City terminates for cause this Agreement and the services of City Manager hereunder, then the City shall have no obligation to pay severance.

(b) Termination by Council Without Cause. The Council may terminate City Manager at any time without cause but rather based upon management reasons, including but not limited to: (i) change of administration, or (ii) incompatibility of management styles. However, for purposes of consistency with Section 600 of the City's Charter, in no event may City Manager be terminated within ninety (90) days after any municipal election for the selection or recall of one or more of the members of the Council, measured from the date of the new councilmember being sworn in or the date of election certification if there are no new councilmembers. In the event City Manager is terminated without cause, City Manager expressly agrees that she shall be solely entitled to any severance pay as the result of the termination of this Agreement as provided in Section 4.1 below.

3.5 Waiver of Certain Discipline and Termination Rights. City Manager expressly waives any rights afforded under City's personnel system or policies, the City's Personnel Rules, and any rights afforded to City Manager under the Cypress Charter, Cypress Municipal Code (including Chapter 2, Article II) or under State or Federal law\ to any form of pre- or post- discipline or termination hearing, appeal, or other administrative process pertaining to discipline or termination, except those rights City Manager may have under the California or United States constitutions to a name-clearing hearing.

4.0 SEVERANCE

4.1 Severance Pay. If the Council terminates City Manager without cause and City Manager does not challenge such termination, including but not limited to by means of appeal or civil or administrative claim, then City shall pay to City Manager severance in an amount equal to her monthly base salary (calculated by dividing the then-current annual base salary by 12) then in effect multiplied by the following: six (6) if termination occurs in the first year of employment, eight (8) if termination occurs in the second year of employment, ten (10) if termination occurs in the third year of employment, and twelve (12) if termination occurs in the fourth year of employment or thereafter. In no event shall severance pay exceed a maximum of twelve (12) months' base salary. Severance pay pursuant to this Section 4.1 shall be subject to applicable

deductions normally deducted during regular payroll payments and excluding deferred compensation or the value of any other benefits.

Notwithstanding the foregoing, Government Code § 53260 provides that all contracts of employment with a city must include a provision limiting the maximum cash settlement for the termination of the contract to the monthly salary (excluding benefits) multiplied by the number of months left on the unexpired term, but not more than eighteen (18) months if the unexpired term exceeds 18 months. Accordingly, should such proposed severance payment exceed the amount authorized to be paid under Government Code § 53260, then the amount paid to City Manager shall be reduced in the amount necessary to comply with such statute. (For example, if termination occurs with two (2) months left in the term, severance would be equal to the monthly base salary multiplied by two (2) rather than pursuant to the formula provided in this Section.)

4.2 No Severance Pay if Termination for Cause or Initiated by City Manager.

As provided in Section 3.4(a), should City Manager be terminated for cause, the City shall have no obligation to pay the severance provided for in Section 4.1 above. As provided in Section 3.3, should City Manager initiate termination of this Agreement, the City shall have no obligation to pay the severance provided for in Section 4.1 above. Finally, there shall be no obligation for the City to pay severance in the event the term of the Agreement expires as provided in Section 3.2 above, including if the City provides notice to the City Manager that the Agreement shall not be extended.

4.3 No Severance Payment While Under Investigation. In the event City Manager is under investigation for any of the reasons set forth in Section 3.4(a) hereof, City may withhold part or all of any severance payment afforded City Manager herein until it is determined if charges will be filed, and if charges are filed, until final judgment is rendered; provided, however, that City may not withhold the severance payment (if any), in whole or in part, beyond twelve (12) months of the initiation of an investigation and/or the filing of charges, whichever shall last occur.

4.4 Payment. One-half of any severance payment required under this Section shall be paid within ten (10) days following the effective date of a general release of claims, provided City Manager has not revoked the release. The balance of the severance payment shall be paid monthly following ninety (90) days following the date of separation or as otherwise agreed by the parties.

4.5 Sole Rights. The severance rights provided in this Section 4.0 shall constitute the sole and only entitlement of City Manager with respect to severance pay in the event of termination without cause. City Manager expressly waives any and all other rights with respect to severance pay except as provided herein. Any and all severance rights are conditioned upon and in consideration for execution of the standard "Agreement of Separation, Severance, and General Release" attached hereto in form only as Exhibit "A." In the event City Manager challenges her termination or declines to execute or revokes the general release of claims, no severance payment shall be made under this Article 4.0.

5.0 PERFORMANCE EVALUATIONS

5.1 Purpose. The performance review and evaluation process set forth herein is intended to provide review and feedback to City Manager so as to facilitate a more effective management of the City. Nothing herein shall be deemed to alter or change the employment status of City Manager (as set forth in Section 1.5 above), nor shall this Section 5.0 be construed as requiring “cause” to terminate this Agreement, or the services of City Manager hereunder.

5.2 Annual Evaluation. The Council shall conduct an initial performance evaluation of the City Manager on or before July 31, 2026. Thereafter, beginning in 2027 the Council shall conduct at least one performance evaluation of City Manager annually by August 31 of each year. It shall be City Manager’s responsibility to initiate this review each year. The Council may also conduct a performance evaluation when it deems necessary to discuss any concerns or direction in City Manager’s performance. When conducting the City Manager’s performance evaluation, the Council shall discuss the City Manager’s performance both as a group without the City Manager present, and directly with the City Manager to facilitate honest and clear communication.

5.3 Written Summary. Following the City Manager’s initiation of her performance review as provided in Section 5.2, and no later than ten (10) calendar days prior to the date scheduled for the City Manager’s performance evaluation, City Manager shall provide a written self-evaluation to the City Council for its review and consideration. Thereafter, following the City Manager’s performance review, the City Council with the assistance of the City Attorney will prepare a written summary of the performance evaluation of City Manager, and include the same in her personnel file within two (2) weeks following conclusion of the review and evaluation process. Additionally, the City Council shall schedule at least one (1) closed personnel session with City Manager to deliver and discuss the evaluation.

5.4 Goal Setting. Within 90 days of the Effective Date of this Agreement, the Council will participate in a goal setting session to provide City Manager with direction for the duration of the year, including but not limited to goals and policy objectives, as well as the relative priority among the various goals and objectives. Thereafter, beginning in 2027 Council and City Manager shall conduct at least one goal setting session annually, between January 1st and March 15th of each year, to afford the Council the opportunity to set goals and priorities before the year’s proposed budget is presented to the Council.

5.5 Evaluation. The affirmative written request of a minimum of two (2) Council members to the City Manager is required for a City Manager evaluation at a specified regularly scheduled Council meeting should the Council desire to evaluate the City Manager at a time other than as specified in Section 5.2 of this Agreement. The evaluation process shall thereafter proceed in a manner as decided in the discretion of a majority of the Council.

6.0 BENEFITS

6.1 Health, Life & Disability Insurance. City shall provide to City Manager the same allowance to purchase medical, dental, vision plans and/or programs, and provide life, long term disability insurance, wellness and the retirees health saving (“RHSP”) plans and/or programs as are provided to all department head executive management employees pursuant to and

subject to the terms of the then-current resolution of the Council establishing the schedule of benefits for these employees (“Executive Management Benefits Schedule”).

6.2 Automobile Allowance. The City Manager shall be afforded a vehicle allowance as provided to all department head executive management employees pursuant to the then-current Executive Management Benefits Schedule, which currently amounts to Five Hundred Dollars (\$500) per month in full compensation for the usage of City Manager’s personal vehicle for City-related business. City Manager shall be responsible for paying all liability, property damage, and comprehensive insurance coverage on any vehicle she uses in the performance of her duties as City Manager as well as all purchase, operation, maintenance and repair costs for such vehicle(s).

6.3 Technology/Cell Phone Allowance. City Manager shall be afforded a technology/cell phone allowance as provided to all department head executive management employees pursuant to the then-current Executive Management Benefits Schedule, currently amounting to One Hundred Dollars (\$100) per month. City Manager understands that any applicable taxes are her responsibility to pay and not covered by City.

6.4 Vacation Leave. Upon the Effective Date of the Agreement, City Manager shall be provided a starting vacation leave balance of eighty (80) hours. Thereafter, in recognition of City Manager’s more than twenty years of public service, City Manager shall accrue vacation leave at the rate for all department head executive management employees in the 11th year of employment or more as set forth in the then-current Executive Management Benefits Schedule, which amount is currently 13.3334 hours per month. City Manager’s accrued vacation leave shall not exceed a maximum of 360 hours. Vacation leave accrual, usage, and payout shall be as set forth and subject to the terms and conditions in the City’s then-current Executive Management Benefits Schedule.

6.5 Sick Leave. Upon the Effective Date of the Agreement, City Manager shall be provided a starting sick leave balance of forty (40) hours. Thereafter, City Manager shall accrue sick leave at the rate for all department head executive management employees in accordance with the City’s then-current Executive Management Benefits Schedule, which amount is currently 8 hours per month. Sick leave usage, accrual, accumulation and payout requirements shall be the same as provided to all City department head executive management employees, subject to the terms and conditions in the City’s then-current Executive Management Benefits Schedule.

6.6 Holidays. City Manager shall be entitled to such holidays as are currently afforded to department head executive management employees as set forth in the City’s then-current Executive Management Benefits Schedule.

6.7 401(a) Retirement Savings Plan. The City will contribute to City Manager’s 401(a) Retirement Savings Plan at the rate provided for all department head executive management employees as provided in the City’s then-current Executive Management Benefits Schedule, which amount is current \$200 per month.

6.8 PERS Retirement Benefits. City Manager is believed to be a “classic” member of the California Public Employees Retirement System (“CalPERS”) and shall participate in the City’s 2% at 55 plan, subject to the terms and conditions applicable to “classic” member City

employees hired after June 30, 2010 as set forth in the City's Executive Management Benefits Schedule and the City's contract with CalPERS.

6.9 Deferred Compensation. The City shall annually contribute Fifteen Thousand Dollars (\$15,000) into City's Deferred Compensation Plan on behalf of City Manager. This benefit shall be distributed by equal shares over twenty-six (26) pay periods.

6.10 Additional Benefits. The City's intent is to provide the City Manager fringe benefit levels that are at least equal to the level of benefits provided by the City to its department head executive management employees pursuant to the then-current Executive Management Benefits Schedule, excluding Special Pay and Acting City Manager Pay provisions. Accordingly, except as expressly provided herein at all times during the term of this Agreement, the City Manager shall receive fringe benefits and any fringe benefit increases given by the City to all department head executive management employees pursuant to the Executive Management Benefits Schedule, as it may be amended from time to time, such that City Manager's fringe benefit levels do not fall below all City department head executive management employees.

7.0 PROFESSIONAL DEVELOPMENT

7.1 Dues, Subscriptions, and Professional Development. City agrees to budget and to pay for the professional dues and subscriptions of City Manager necessary for her participation in national, regional, state and local associations and organizations necessary and desirable for her professional participation, growth and advancement, and for the good of the City. The City hereby agrees to budget and to pay the travel and subsistence expenses of City Manager for professional and official travel, meetings and occasions adequate to the professional development of City Manager and to adequately pursue necessary official and other functions for the City including, but not limited to, the Annual Conference of the International City Management Association, the State League of Municipalities and such other national, regional, state and local governmental groups and committees thereof which City Manager may serve as a member.

7.2 Out-of-Town Meetings & Seminars. City agrees to reimburse City Manager the actual cost for registration, travel, lodging, and meals and other necessary expenses incurred by City Manager while attending overnight out-of-town meetings or seminars related to her employment with City. Moreover, to be eligible to receive reimbursement for meals and lodging for out-of-town meetings or seminars, City Manager must have budgeted funds available for such.

7.3 Local Meetings & Seminars. City agrees to reimburse City Manager the actual cost of registration, meals and other expenses necessarily incurred while in attendance at local meetings or seminars related to her employment with City.

7.4 Incidental Expenses. City agrees to reimburse City Manager the actual cost of those incidental expenses necessarily incurred by City Manager while engaged in the business of City upon the presentation of an appropriate receipt therefore.

8.0 INDEMNIFICATION

8.1 Indemnification. For the purposes of indemnification and defense of legal actions, City Manager shall be considered an employee of the City and entitled to the same rights and subject to the same obligations as are provided for all other employees of the City as set forth in Sections 825 through 825.6 and Sections 995 through 996.6 of the California Government Code. This section shall not apply to any intentional tort or crime committed by City Manager, to any action outside the course and scope of the services provided by City Manager under this Agreement, or any other intentional or malicious conduct or gross negligence of City Manager.

8.2 Bonds. The City shall bear the full cost of any fidelity or other bonds required of the City Manager under any law or ordinance.

9.0 GENERAL PROVISIONS

9.1 Entire Agreement. This Agreement represents the entire agreement between the parties and supersedes any and all other agreements, either oral or in writing, between the parties with respect to the employment of City Manager by City and contains all of the covenants and agreements between the parties with respect to that employment. Each party to this Agreement acknowledges that no representations, inducements, promises or agreements, orally or otherwise, have been made by either party, or anyone acting on behalf of either party, which are not embodied herein, and that no other agreement, statement or promises not contained in this Agreement shall be valid or binding upon either party.

9.2 Amendment. This Agreement may be amended at any time by the mutual consent of the parties by an instrument in writing, which amendment shall require approval by the affirmative vote of three (3) members of the Council.

9.3 Assignment. Neither this Agreement, nor any right, privilege, nor obligation of City Manager hereunder, shall be assigned or transferred by City Manager without the prior written consent of the City. Any attempt at assignment or transfer in violation of this provision, shall, at the option of the City, be null and void and may be considered a material breach hereof. Notwithstanding this prohibition, this Agreement shall be binding upon, and inure to the benefit of, the heirs at law and executors of the City Manager

9.4 Effect of Waiver. The failure of either party to insist on strict compliance with any of the terms, covenants, or conditions of this Agreement by the other party shall not be deemed a waiver of that term, covenant or condition, nor shall any waiver or relinquishment of any right or power at any one time or times be deemed a waiver or relinquishment of that right or power for all or any other times.

9.5 Partial Invalidity. If any provision in this Agreement is held by a court of competent jurisdiction to be invalid, void or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

9.6 Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the State of California, which are in full force and effect as of the date of execution and delivery by each party hereto.

9.7 Independent Legal Advice. City and City Manager represent and warrant to each other that each has received legal advice from independent and separate legal counsel with respect to the legal effect of this Agreement, or at least had the opportunity to do so, and City and City Manager further represent and warrant that each has carefully reviewed this entire Agreement and that each and every term thereof is understood and that the terms of this Agreement are contractual and not a mere recital. This Agreement shall not be construed against the party or its representative who drafted it, or who drafted any portion thereof.

9.8 Notices. Any notice required or permitted by this Agreement shall be in writing and shall be personally served or shall be sufficiently given when served upon the other party as sent by United States Postal Service, postage prepaid and addressed as follows:

To City:

Attn: Mayor
City of Cypress

5275 Orange Avenue
Cypress, CA 90630

To City Manager:

Shannon DeLong
[Address on file with Human Resources
Dept.]

With a Copy to:

City Attorney
c/o Aleshire & Wynder, LLP
1 Park Plaza, Suite 1000
Irvine, CA 92614

Notices shall be deemed given as of the date of personal service or upon the date of deposit in the course of transmission with the United States Postal Service.

9.9 Conflicts Prohibited. During the term of this Agreement, City Manager shall not engage in any business or transaction or maintain a financial interest which conflicts, or reasonably might be expected to conflict, with the proper discharge of City Manager's duties under this Agreement. City Manager shall comply with all requirements of law, including but not limited to, Sections 87100 *et seq.*, Section 1090 and Section 1125 of the Government Code, and all other similar statutory and administrative rules. Whenever any potential conflict arises or may appear to arise, the obligation shall be on City Manager to seek legal advice concerning whether such conflict exists and City Manager's obligations arising therefrom.

9.10 Mandatory Government Code Provisions. Government Code §§ 53243 - 53243.4 require that contracts between local agencies and its employees include provisions requiring an employee who is convicted of a crime involving an abuse of her office or position to provide reimbursement to the local agency for the following forms of payment: (i) paid leave salary; (ii) criminal defense costs; (iii) cash settlement payments; and (iv) any non-contractual settlement payments. Accordingly, the Parties agree that it is their mutual intent to fully comply with these Government Code sections and all other applicable law as it exists as of the date of execution of this

Agreement and as such laws may be amended from time to time thereafter. Specifically, the following Government Code sections are called out and hereby incorporated by this Agreement:

§53243. Reimbursement of paid leave salary required upon conviction of crime involving office or position.

§53243.1. Reimbursement of legal criminal defense upon conviction of crime involving office or position.

§53243.2. Reimbursement of cash settlement upon conviction of crime involving office or position.

§53243.3. Reimbursement of non-contractual payments upon conviction or crime involving office or position.

§53243.4. "Abuse of office or position" defined.

City Manager has reviewed, is familiar with, and agrees to comply fully with each of these provisions if any of these provisions are applicable to City Manager, including that City Manager agrees that any cash settlement or severance related to the termination that City Manager may receive from the City shall be fully reimbursed to the local agency if City Manager is convicted of a crime involving an abuse of his or her office or position. The Government Code provisions referenced in this section are attached hereto in Exhibit "B".

[Signatures on Following Page]

IN WITNESS WHEREOF, the City has caused this Agreement to be signed and executed on its behalf by its Mayor, and duly attested by its officers thereunto duly authorized, and the City Manager has signed and executed this Agreement, both in duplicate.

CITY OF CYPRESS:

By: _____
Leo Medrano, Mayor

ATTEST:

Lisa Berglund, City Clerk

APPROVED AS TO FORM:

Fred Galante, City Attorney

CITY MANAGER:

Shannon DeLong

Exhibit A

AGREEMENT OF SEPARATION, SEVERANCE, AND GENERAL RELEASE

1. PARTIES

This Agreement of Separation, Severance, and General Release (hereinafter referred to as the "AGREEMENT") is entered into by and between the City of Cypress, a general law city and municipal corporation (hereinafter referred to as "THE CITY"), and Shannon DeLong, an individual (hereinafter referred to as "EMPLOYEE").

2. RECITALS

2.1 EMPLOYEE was hired by THE CITY as an at-will City Manager effective _____ serving at the pleasure of the City Council of THE CITY pursuant to a written contract, a copy of which is attached hereto as Exhibit "A" ("THE CONTRACT").

2.2 THE CITY and EMPLOYEE desire that EMPLOYEE resign and enter into a severance agreement whereby EMPLOYEE receives severance compensation in exchange for executing a general release and waiver of any and all claims that EMPLOYEE may have against THE CITY, including but not limited to its elected and non-elected officials, employees, attorneys, and agents. Accordingly, the parties hereto intend by this AGREEMENT to mutually conclude any and all employment relationships between THE CITY and EMPLOYEE by means of EMPLOYEE's voluntary separation as of _____, _____. This AGREEMENT sets forth the full and complete terms and conditions concluding EMPLOYEE's employment relationship with the CITY and any obligations related thereto, including any provided under THE CONTRACT.

2.3 In accordance with this AGREEMENT and with applicable state and federal laws, EMPLOYEE acknowledges that EMPLOYEE has been advised of EMPLOYEE's post-employment rights, including but not limited to, EMPLOYEE's rights under the Consolidated Omnibus Budget Reconciliation Act of 1985 ("COBRA"), the Employee Retirement Income Security Act of 1974 ("ERISA"), and the Health Insurance Portability and Accountability Act of 1996 ("HIPAA").

3. CONSIDERATION

3.1 EMPLOYEE shall receive payment to her at the time of her voluntary separation all earned salary, accrued fringe benefits as detailed in THE CONTRACT, and/or all other wage compensation/benefits owed to EMPLOYEE upon separation of employment, as required by federal, state or municipal law or THE CONTRACT or any other agreement with THE CITY, with the exception of any severance payments.

3.2 In exchange for the waivers and releases set forth herein, THE CITY shall also cause to be paid to EMPLOYEE an additional compensatory payment by means of severance, settlement and release in the amount of _____, as set forth in THE CONTRACT to be mailed to EMPLOYEE at EMPLOYEE's home address via certified mail return receipt requested beginning within thirty (30) business days after the EFFECTIVE DATE (as defined below) of this AGREEMENT. The severance shall be subject to applicable federal and

state withholdings as determined appropriate by THE CITY.

3.3 In exchange for the severance payment provided for herein, EMPLOYEE, and on behalf of EMPLOYEE's spouse, heirs, representatives, successors, and assigns, hereby releases, acquits, and forever discharges THE CITY, and each of its predecessors, successors, assigns, officials, employees, representatives, agents, insurers, attorneys, and all persons and entities acting by, through, under, or in concert with any of them, and each of them (hereinafter referred to as "THE CITY PARTIES"), from any and all claims, charges, complaints, contracts, understandings, liabilities, obligations, promises, benefits, agreements, controversies, costs, losses, debts, expenses, damages, actions, causes of action, suits, rights, and demands of any nature whatsoever, known or unknown, suspected or unsuspected, which EMPLOYEE now has or may acquire in the future, or which EMPLOYEE ever had, relating to or arising out of any act, omission, occurrence, condition, event, transaction, or thing which was done, omitted to be done, occurred or was in effect at any time from the beginning of time up to and including _____, _____ (hereinafter referred to collectively as "CLAIMS"), without regard to whether such CLAIMS arise under the federal, state, or local constitutions, statutes, rules or regulations, or the common law. EMPLOYEE expressly acknowledges that the CLAIMS forever barred by this AGREEMENT specifically include, but are not limited to, claims based upon any alleged breach of THE CONTRACT or any other agreement of employment, any demand for wages, overtime or benefits, any claims of violation of the provisions of ERISA, COBRA or HIPAA, any alleged breach of any duty arising out of contract or tort, any alleged wrongful termination in violation of public policy, any alleged breach of any express or implied contract for continued employment, any alleged employment discrimination or unlawful discriminatory act, or any claim or cause of action including, but not limited to, any and all claims whether arising under any federal, state or local law prohibiting breach of employment contract, wrongful termination, or employment discrimination based upon age, race, color, sex, religion, handicap or disability, national origin or any other protected category or characteristic, and any and all rights or claims arising under the California Labor Code or Industrial Welfare Commission Wage Orders, the Federal Fair Labor Standards Act, the California Fair Employment and Housing Act, California Government Code §§12900 *et seq.*, the Americans With Disabilities Act, Title VII of the Civil Rights Act of 1964, and any other federal, state, or local human rights, civil rights, or employment discrimination or employee rights statute, rule, or regulation. Nothing herein shall be interpreted as a release or waiver of any workers' compensation claims or in any way prohibit or prevent EMPLOYEE from participating in any claims or administrative action brought by a state or federal agency. This AGREEMENT, however, does operate to prevent EMPLOYEE from seeking or recovering monetary damages or other individual-specific relief in connection with any such claims or administrative action brought by a state or federal agency. Furthermore, nothing herein shall be interpreted as a release or waiver of THE CITY's statutory obligations relative to providing defense and indemnification of public employees, if any, including but not limited to Government Code Sections 825-825.6 and Sections 995-996.6.

4. Specific Acknowledgment of Waiver of Claims under ADEA and OWBPA

The Age Discrimination in Employment Act of 1967 (hereinafter referred to as the “ADEA”) makes it illegal for an employer to discharge any individual or otherwise discriminate with respect to the nature and privileges of an individual’s employment on the basis that the individual is age forty (40) or older. The Older Workers Benefit Protection Act (hereinafter referred to as the “OWBPA,” 29 U.S.C. § 626 *et seq.*, Pub L 101-433, 104 Stat. 978 (1990)) further augments the ADEA and prohibits the waiver of any right or claim under the ADEA, **unless the waiver is knowing and voluntary**. By entering into this AGREEMENT, EMPLOYEE acknowledges that she knowingly and voluntarily, for just compensation in addition to anything of value to which EMPLOYEE was already entitled, waives and releases any rights she may have under the ADEA and/or OWBPA. EMPLOYEE further acknowledges that she has been advised and understands, pursuant to the provisions of the ADEA and OWBPA, that:

- (a) This waiver/release is written in a manner understood by EMPLOYEE;
- (b) EMPLOYEE is aware of, and/or has been advised of, her rights under the ADEA and OWBPA, and of the legal significance of her waiver of any possible claims she currently may have under the ADEA, OWBPA and/or similar age discrimination laws;
- (c) EMPLOYEE is entitled to a reasonable time of at least twenty-one (21) days within which to review and consider this AGREEMENT and the waiver and release of any rights she may have under the ADEA, the OWBPA and similar age discrimination laws; but may, in the exercise of her own discretion, sign or reject this AGREEMENT at any time before the expiration of the twenty-one (21) days;
- (d) The waivers and releases set forth in this AGREEMENT shall not apply to any rights or claims that may arise under the ADEA and/or OWBPA **after** the EFFECTIVE DATE of this AGREEMENT;
- (e) EMPLOYEE has been advised by this writing that she should consult with an attorney prior to executing this AGREEMENT;
- (f) EMPLOYEE has discussed this waiver and release with, and been advised with respect thereto by, her counsel of choice, and that she does not need any additional time within which to review and consider this AGREEMENT;
- (g) EMPLOYEE has **seven (7) days following her execution** of this AGREEMENT to revoke the AGREEMENT;
- (h) Notice of revocation within the seven (7) day revocation period must be provided, in writing, to THE CITY pursuant to Paragraph 8.9 herein, and must state, “I hereby revoke my acceptance of our Agreement of Severance and General Release;” and
- (i) This AGREEMENT shall not be effective until all parties have signed the AGREEMENT and ten (10) days have passed since EMPLOYEE’s execution (“EFFECTIVE DATE”).

5. UNKNOWN CLAIMS

In relation to the release provisions of Paragraphs 3 and 4 above, EMPLOYEE understands that California Civil Code section 1542 reads as follows:

“General Release--Claims Extinguished”

“A general release does not extend to claims that the creditor or releasing party does not know or suspect to exist in his or her favor at the time of executing the release and that, if known by him or her, would have materially affected his or her settlement with the debtor or released party.”

EMPLOYEE hereby waives the protection of California Civil Code section 1542.

6. WAIVER OF ADDITIONAL CLAIMS

EMPLOYEE hereby waives any provisions of state or federal law that might require a more detailed specification of the claims being released pursuant to the provisions of Paragraphs 3, 4, and 5 above.

7. REPRESENTATIONS AND WARRANTIES

Each of the parties to this AGREEMENT represents and warrants to, and agrees with, each other party as follows:

7.1 Advice of Counsel: The parties hereto have received independent legal advice from their respective attorneys concerning the advisability of entering into and executing this AGREEMENT or have been given the opportunity to obtain such advice. The parties acknowledge that they have been represented by counsel of their own choice in the negotiation of this AGREEMENT, that they have read this AGREEMENT; that they have had this AGREEMENT fully explained to them by such counsel, or have had such opportunity to do so and that they are fully aware of the contents of this AGREEMENT and of its legal effect.

7.2 No Fraud in Inducement: No party (nor any officer, agent, employee, representative, or attorney of or for any party) has made any statement or representation or failed to make any statement or representation to any other party regarding any fact relied upon in entering into this AGREEMENT, and neither party relies upon any statement, representation, omission or promise of any other party in executing this AGREEMENT, or in making the settlement provided for herein, except as expressly stated in this AGREEMENT.

7.3 Independent Investigation: Each party to this AGREEMENT has made such investigation of the facts pertaining to this settlement and this AGREEMENT and all the matters pertaining thereto, as it deems necessary.

7.4 Mistake Waived: In entering into this AGREEMENT, each party assumes the risk of any misrepresentation, concealment or mistake. If any party should subsequently discover that any fact relied upon by it in entering into this AGREEMENT was untrue, or that any fact was concealed from it, or that its understanding of the facts or of the law was incorrect, such party shall not be entitled to any relief in connection therewith, including without limitation on the

generality of the foregoing any alleged right or claim to set aside or rescind this AGREEMENT. This AGREEMENT is intended to be, and is, final and binding between the parties, regardless of any claims of misrepresentation, promise made without the intent to perform, concealment of fact, mistake of fact or law, or any other circumstance whatsoever.

7.5 Later Discovery: The parties are aware that they may hereafter discover claims or facts in addition to or different from those they now know or believe to be true with respect to the matters related herein. Nevertheless, it is the intention of the parties that EMPLOYEE fully, finally and forever settle and release all such matters, and all claims relative thereto, which do now exist, may exist or have previously existed against THE CITY or THE CITY PARTIES. In furtherance of such intention, the releases given here shall be, and remain, in effect as full and complete releases of all such matters, notwithstanding the discovery or existence of any additional or different claims or facts relative thereto.

7.6 Indemnification: EMPLOYEE agrees to indemnify and hold harmless THE CITY or THE CITY PARTIES from, and against, any and all claims, damages, or liabilities sustained by them as a direct result of the violation or breach of the covenants, warranties, and representations undertaken pursuant to the provisions of this AGREEMENT. EMPLOYEE understands and agrees that she shall be exclusively liable for the payment of all taxes for which she is responsible, if any, as a result of her receipt of the consideration referred to in Paragraph 3 of this AGREEMENT. In addition, EMPLOYEE agrees fully to indemnify and hold the CITY PARTIES harmless for payment of tax obligations as may be required by any federal, state or local taxing authority, at any time, as a result of the payment of the consideration set forth in Paragraph 3 of this AGREEMENT.

7.7 Future Cooperation & Consultation fees: EMPLOYEE shall execute all such further and additional documents as shall be reasonable, convenient, necessary or desirable to carry out the provisions of this AGREEMENT.

7.8 Return of Confidential Information and Property: Prior to the separation date, EMPLOYEE shall submit a written inventory of, and return to the City Clerk, all City keys, equipment, computer identification cards or codes, and other equipment or materials or confidential documents provided to or obtained by EMPLOYEE during the course of her employment with THE CITY.

7.9 No Pending Claims and/or Actions: EMPLOYEE represents that she has not filed any complaints or charges against THE CITY or THE CITY PARTIES with any local, state or federal agency or court; that she will not do so at any time hereafter for any claim arising up to and including the EFFECTIVE DATE of this AGREEMENT; and that if any such agency or court assumes jurisdiction of any such complaint or charge against THE CITY or THE CITY PARTIES on behalf of EMPLOYEE, whenever or where ever filed, she will request such agency or court to withdraw from the matter forthwith. Nothing herein shall be interpreted as a release or waiver of any workers' compensation claims or in any way prohibit or prevent EMPLOYEE from participating in any claims or administrative action brought by a state or federal agency.

7.10 Ownership of Claims: EMPLOYEE represents and warrants as a material term of this AGREEMENT that EMPLOYEE has not heretofore assigned, transferred, released or

granted, or purported to assign, transfer, release or grant, any of the CLAIMS disposed of by this AGREEMENT. In executing this AGREEMENT, EMPLOYEE further warrants and represents that none of the CLAIMS released by EMPLOYEE thereunder will in the future be assigned, conveyed, or transferred in any fashion to any other person and/or entity.

7.11 Authority: Each party represents to the other that it has the right to enter into this AGREEMENT, and that it is not violating the terms or conditions of any other AGREEMENT to which they are a party or by which they are bound by entering into this AGREEMENT. The parties represent that they will obtain all necessary approvals to execute this AGREEMENT. It is further represented and agreed that the individuals signing this AGREEMENT on behalf of the respective parties have actual authority to execute this AGREEMENT and, by doing so, bind the party on whose behalf this AGREEMENT has been signed.

8. MISCELLANEOUS

8.1 No Admission: Nothing contained herein shall be construed as an admission by THE CITY of any liability of any kind. THE CITY denies any liability in connection with any claim and intends hereby solely to avoid potential claims and/or litigation and buy its peace.

8.2 Governing Law: This AGREEMENT has been executed and delivered within the State of California, and the rights and obligations of the parties shall be construed and enforced in accordance with, and governed by, the laws of the State of California.

8.3 Full Integration: This AGREEMENT is the entire agreement between the parties with respect to the subject matter hereof and supersedes all prior and contemporaneous oral and written agreements and discussions. This AGREEMENT may be amended only by a further agreement in writing, signed by the parties hereto.

8.4 Continuing Benefit: This AGREEMENT is binding upon and shall inure to the benefit of the parties hereto, their respective agents, spouses, employees, representatives, officials, attorneys, assigns, heirs, and successors in interest.

8.5 Joint Drafting: Each party agrees that it has cooperated in the drafting and preparation of this AGREEMENT. Hence, in any construction to be made of this AGREEMENT, the parties agree that same shall not be construed against any party.

8.6 Severability: In the event that any term, covenant, condition, provision or agreement contained in this AGREEMENT is held to be invalid or void by any court of competent jurisdiction, the invalidity of any such term, covenant, condition, provision or agreement shall in no way affect any other term, covenant, condition, provision or agreement and the remainder of this AGREEMENT shall still be in full force and effect.

8.7 Titles: The titles included in this AGREEMENT are for reference only and are not part of its terms, nor do they in any way modify the terms of this AGREEMENT.

8.8 Counterparts: This AGREEMENT may be executed in counterparts, and

when each party has signed and delivered at least one such counterpart, each counterpart shall be deemed an original, and, when taken together with other signed counterparts, shall constitute one AGREEMENT, which shall be binding upon and effective as to all parties.

8.9 Notice: Any and all notices given to any party under this AGREEMENT shall be given as provided in this paragraph. All notices given to either party shall be made by certified or registered United States mail, or personal delivery, at the noticing party's discretion, and addressed to the parties as set forth below. Notices shall be deemed, for all purposes, to have been given on the date of personal service or three (3) consecutive calendar days following deposit of the same in the United States mail.

As to EMPLOYEE:

At EMPLOYEE's home address on file with THE CITY.

As to THE CITY:

Attn: Mayor
City of Cypress
5275 Orange Avenue
Cypress, CA 90630

IN WITNESS WHEREOF, THE CITY has caused this AGREEMENT to be signed and executed on its behalf by its Mayor and duly attested by its City Clerk, EMPLOYEE has signed and executed this Agreement, and the attorneys for THE CITY and EMPLOYEE, if any, have approved as to form as of the dates written below.

DATED: _____

EMPLOYEE

By: _____
Shannon DeLong

THE CITY

DATED: _____

By: _____
Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

ALESHIRE & WYNDER, LLP

By: _____
_____, City Attorney

[EMPLOYEE's LAW FIRM]

By: _____
[Counsel]

Exhibit B

GOVERNMENT CODE SECTION 53243-53243.4

53243. On or after January 1, 2012, any contract executed or renewed between a local agency and an officer or employee of a local agency that provides paid leave salary offered by the local agency to the officer or employee pending an investigation shall require that any salary provided for that purpose be fully reimbursed if the officer or employee is convicted of a crime involving an abuse of his or her office or position.

53243.1. On or after January 1, 2012, any contract executed or renewed between a local agency and an officer or employee of a local agency that provides funds for the legal criminal defense of an officer or employee shall require that any funds provided for that purpose be fully reimbursed to the local agency if the officer or employee is convicted of a crime involving an abuse of his or her office or position.

53243.2. On or after January 1, 2012, any contract of employment between an employee and a local agency employer shall include a provision which provides that, regardless of the term of the contract, if the contract is terminated, any cash settlement related to the termination that an employee may receive from the local agency shall be fully reimbursed to the local agency if the employee is convicted of a crime involving an abuse of his or her office or position.

53243.3. On or after January 1, 2012, if a local agency provides, in the absence of a contractual obligation, for any of the payments described in this article, then the employee or officer receiving any payments provided for those purposes shall fully reimburse the local agency that provided those payments in the event that the employee or officer is convicted of a crime involving the abuse of his or her office or position.

53243.4. For purposes of this article, "abuse of office or position" means either of the following:

(a) An abuse of public authority, including, but not limited to, waste, fraud, and violation of the law under color of authority.

(b) A crime against public justice, including, but not limited to, a crime described in Title 5 (commencing with Section 67) or Title 7 (commencing with Section 92) of Part 1 of the Penal Code.



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

13.

FROM: Nick Mangkalakiri, Director of Public Works

DATE: 02/23/2026

SUBJECT: Receive the FY 2025-26 Capital Improvement Program Mid-Year Update

RECOMMENDATION

1. Receive the FY 2025-26 Capital Improvement Program Mid-Year Update; and
2. Provide direction for the development of the FYE 2027-2033 Seven-Year Capital Improvement Program.

DISCUSSION

The City Council adopted the Seven-Year Capital Improvement Program (CIP) in June 2025. The program is largely on schedule and the majority of this year's projects are expected to be under construction or completed by the end of the fiscal year.

Several projects underway are carryover projects from prior fiscal years. These carryovers are primarily the result of project complexity, timing considerations, and staffing vacancies experienced over the past few years.

Updates on notable projects include:

Parks

Restroom renovations at Veterans Park are underway, and plans and specifications are being finalized for the sports court improvements. At the Senior Center, three new accessible doors have been installed, and additional minor facility repairs are scheduled for later this year. Additionally, the Senior Center and Community Center parking lots were recently resurfaced and sealed. A contract has been awarded to resurface playground surfaces at various parks, and bids are being solicited to retrofit interior and exterior facility lighting with energy-efficient LED fixtures. Shade structure replacements at Willow Park and Maple Grove Park South are scheduled to begin in March/April. Lastly, community outreach efforts and design proposals for the Baroldi Syndrome Park expansion are under review.

Street Improvements

The arterial street resurfacing project is underway and will resurface portions of Valley View Street, Knott Avenue, Holder Street, and Walker Street. The residential street resurfacing project is scheduled for late spring and will resurface more than 33 centerline miles of roadway. The annual concrete rehabilitation project replaced more than 12,000 square feet of sidewalk and 1,300 linear feet of curb and gutter. More than 150 trees will be replanted at various locations throughout the City to help promote growth of the urban forest.

Facilities

Replacement of the City Hall East Wing HVAC system is underway, with completion anticipated in the spring. Contracts have been awarded for the Police Department Shooting Range Improvements and the Maintenance Yard Electric Vehicle Charging Stations, and bids are being solicited for replacement of the Maintenance Yard vehicle lifts. In addition, plans for the Executive Board Room Improvements are being finalized and are expected to go out to bid in the coming weeks.

Sewer and Storm Drains

An update to the City's 2007 Sanitary Sewer Master Plan is underway, with completion of this comprehensive effort anticipated in late 2026. The design for Myra Avenue Stormwater Pump Station No. 1 is nearing completion, with equipment procurement expected to begin in the spring, bid solicitation in the fall, and construction scheduled to begin in late 2026 or early 2027.

Traffic Improvements

The retrofit of city-owned streetlights to LED fixtures and the replacement of all traffic signal controller cabinets have been completed. The installation of accessible pedestrian signals citywide is underway and is on schedule for completion by the end of the fiscal year.

Development of the Seven-Year Capital Improvement Program for FYE 2027-33

The City Council may provide direction to staff regarding the upcoming FYE 2027-33 CIP.

BUDGET IMPACT

None.

LEGAL REVIEW

None required.

APPROVED BY: Sean Joyce, Interim City
Manager
