



AMENDED

AGENDA

REGULAR MEETING CYPRESS CITY COUNCIL

May 26, 2026

5:30 P.M. - Closed Session

6:00 P.M. - General Session

www.cypressca.org

**5275 Orange Avenue
Cypress, California**

Individuals interested in speaking at a City Council meeting may find participation instructions 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

This portion of the meeting is set aside for public comments regarding matters listed under closed session. The City Council cannot discuss or take action on matters not on the agenda during this time however 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 is three minutes.

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

Pastor Manuel Gonzalez, Cypress Neighborhood Church

PLEDGE OF ALLEGIANCE

The pledge of allegiance will be led by a member of the City Council.

REPORT OF CLOSED SESSION

The City Attorney will announce reportable actions(s).

ORAL COMMUNICATIONS

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 the Minutes of the Special Meeting of March 24, 2026, and the Regular Meetings of March 24, 2026, and April 28, 2026**
Prepared by: Lisa Berglund, City Clerk

Recommendation: Approve as submitted.
- 2. Investment Report for the Month Ended April 30, 2026**
Prepared by: Sheila Tran, Accountant

Recommendation: Receive and file the attached investment report.
- 3. Receive and File Register of Warrants, Transfers, and Wires Issued for the Period of April 10, 2026 through May 8, 2026**
Prepared by: Gina Claerhout, Account Clerk II

Recommendation: Receive and File the Attached Payment Register Summarized Below for the Period of April 10, 2026 through May 8, 2026:
 - Electronic Funds Transfers 19288 through 19567
 - Warrants 70369 through 70590
 - Payroll Transfers W1581 through W1582
- 4. Consideration of Fiscal Policies and Annual Statement of Investment Policy**
Prepared by: Stephanie Sikkema, Director of Finance and Administrative Services

Recommendation:
Staff recommends approval of the proposed fiscal policies and adoption of a Resolution approving the Annual Statement of Investment Policy.
- 5. Receive and File the Five-Year Technology Master Plan**
Prepared by: Adrian Smith, IT Manager

Recommendation: Receive and file the Five-Year Technology Master Plan for FY 2026-27 through FY 2030-31.

6. Receive an Update on the Strategic Plan Objectives

Prepared by: Jason Machado, Senior Management Analyst

Recommendation: Receive an update on the Strategic Plan objectives.

7. Approve Senate Bill 1 Road Maintenance and Rehabilitation Account Funding and Project List

Prepared by: Nick Mangkalakiri, Director of Public Works

Recommendation: Adopt a Resolution approving the FY 2026-27 Senate Bill 1 Road Maintenance and Rehabilitation Account funding and project list.

8. Resolution Authorizing Prequalification Appeals Panel for the Myra Avenue Pump Station No. 1 Project

Prepared by: Nick Mangkalakiri, Director of Public Works

Recommendation: Adopt the attached Resolution authorizing the City Manager and Director of Public Works to act as the Prequalification Appeals Panel for the Myra Avenue Pump Station No. 1 Project.

9. Award Contract for Public Engagement and Professional Design Services for Baroldi Sycamore Park Expansion, Project 429

Prepared by: Jeff Draper, Director of Recreation and Community Services

Recommendation:

1. Award a contract to MIG for Public Engagement and Professional Design Services for Baroldi Sycamore Park Expansion, Project 429, for \$199,797, and authorize a contingency of \$30,000;

2. Authorize the City Manager to execute the contract agreement; and

3. Approve the reallocation of \$39,797 in project cost savings from the Parking Lot Resurfacing Project for this project.

NEW BUSINESS

10. Adopt a Resolution Ratifying a Proclamation of a Local Emergency in Regard to the Garden Grove Chemical Leak

Prepared by: Lisa Berglund, City Clerk

Recommendation: Adopt a Resolution Ratifying a Proclamation of a Local Emergency issuance of the Local Emergency Directive by the City Manager acting as the Director of Emergency Services in Regard to the Garden Grove Chemical Leak.

ITEMS REMOVED FROM CONSENT CALENDAR

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

ITEMS FROM CITY COUNCIL MEMBERS

11. Discussion of an Indigenous People Land Acknowledgment by the Cypress City Council Proposed by Council Member Strong Carnahan

Prepared by: Jason Machado, Senior Management Analyst

Recommendation: Discuss Adding an Indigenous People Land Acknowledgment to City Council Meetings Proposed by Council Member Strong Carnahan.

12. Discussion of Changes to the City Council Meeting Agenda Structure Proposed by Council Member Burke

Prepared by: Jason Machado, Senior Management Analyst

Recommendation: Discussion of changes to the City Council Meeting Agenda Structure Proposed by Council Member Burke.

COUNCIL MEMBER ITEMS FOR FUTURE CONSIDERATION

CITY MANAGER REMARKS

ADJOURNMENT

The next meeting will be an adjourned Regular Meeting, to be held on Tuesday, June 9, 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 May 22, 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/3910412460173622873> . Advanced registration is recommended. Kindly mute television or streaming devices you may have on in the background so you can hear when you are queued to speak in real time. This helps avoid delays caused by the meeting's 10-second broadcast delay.

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 calling +1 (562) 247-8422 and entering Access Code 478-759-612. 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: 05/26/2026

SUBJECT: Approve the Minutes of the Special Meeting of March 24, 2026, and the Regular Meetings of March 24, 2026, and April 28, 2026

RECOMMENDATION

Approve as submitted.

BUDGET IMPACT

LEGAL REVIEW

APPROVED BY: Lisa Berglund, City Clerk

Attachments

March 24 - Special

March 24 - Regular

April 28 - Regular

SPECIAL MEETING
CYPRESS CITY COUNCIL
March 24, 2026
5:00 P.M.

A special meeting of the Cypress City Council was called to order at 5:00 p.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.

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 Bill Wynder
City Clerk Lisa Berglund
Director of Finance and Administrative Services Stephanie Sikkema
Chief of Police Mark Lauderback
Director of Public Works Nick Mangkalakiri
Director of Planning Alicia Velasco
Director of Recreation and Community Services Jeff Draper

ORAL COMMUNICATIONS

No public comments were offered.

WORKSHOP SESSION

1. Conduct a City Council Workshop on City and Recreation District Budget, Reserves and Fund Balance Policies

Interim City Manager Sean Joyce introduced the item and referred to Stephanie Sikkema, Director of Finance and Administrative Services, to provide a verbal report and presentation. The report reviewed five areas; pension liabilities and trust assets, status of fund balances and reserves, long range financial forecast, Cypress Recreation and Park District, and fiscal strategy/policies.

Director Sikkema also provided next steps which included draft financial policies that would be brought before the City Council in April and the final versions of those financial policies being brought before the City Council in May. A purchasing policy workshop will be scheduled in the future.

ADJOURNMENT

Mayor Medrano adjourned the meeting at 5:40 p.m. and exited the building. The City Council then went to City Council Chambers to open the Regular City Council Meeting, held at 6:00 p.m.

ATTEST:

MAYOR OF THE CITY OF CYPRESS

CITY CLERK OF THE CITY OF CYPRESS

REGULAR MEETING
CYPRESS CITY COUNCIL
MARCH 24, 2026
6:00 P.M. - General Session

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.

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
City Clerk Lisa Berglund
Deputy City Clerk Ruthie Marroquin
Director of Finance and Administrative Stephanie Sikkema
Director of Recreation and Community Services Jeff Draper
Director of Public Works Nick Mangkalakiri
Chief of Police Mark Lauderback
Planning Director Alicia Velasco
Senior Management Analyst Jason Machado
Business Development Manager Christopher Wong

INVOCATION

City Attorney William Wynder led the invocation.

PLEDGE OF ALLEGIANCE

Mayor Medrano led the Pledge of Allegiance.

PRESENTATIONS

Orange County Fire Authority Division Chief, Matt Schuetz, recognized Police Officer Andres Lopez.

Jenny Worsham, on behalf of the California Parks and Recreation Society, presented the City of Cypress Parks and Recreation Department with the Award of Excellence for park planning for Arnold Cypress Park.

The City Council recognized Government Finance Professionals Week, March 23 through March 27.

ORAL COMMUNICATIONS

Marilyn Reames, Cypress, spoke on Agenda Item No. 11.

Veronica Mejia, Cypress, spoke on Agenda Item No. 1 and expressed appreciation to the City Council for supporting mental health resources and honoring her daughter, Mia Mejia.

Gustavo Mejia, Cypress, spoke on Agenda Item No. 1 and expressed appreciation to the City Council for supporting mental health resources and honoring his daughter, Mia Mejia.

Bianca Garcia, Cypress, spoke on Agenda Item No. 1 and expressed appreciation to the City Council for supporting mental health resources and honoring her cousin, Mia Mejia.

Pearl Boelter, Cypress, spoke on Agenda Item No. 11 and expressed opposition to the proposed Ad Hoc Subcommittee.

Anne Mallari, Cypress, spoke on Agenda Item No. 11 and expressed opposition to the proposed Ad Hoc Subcommittee.

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 Strong Carnahan requested to pull Agenda Item No. 1.

A motion was made by Council Member Burke, and seconded by Council Member Strong Carnahan, to approve Consent Calendar items No. 2 through 8.

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. 2: Approve Minutes of the Regular City Council Meetings held on February 9, 2026 and February 23, 2026 and the Special City Council Meeting held on February 17, 2026

Motion: Approve as submitted.

Item 3: Receive and File the Single Audit Report for the Fiscal Year Ended June 30, 2025

Motion: Receive and File the Single Audit Report for the Fiscal Year Ended June 30, 2025.

Item No. 4: Receive and File the Investment Report for the Month Ended February 28, 2026

Motion: Receive and File the Attached Investment Report.

Item No. 5: Receive and File Register of Warrants, Transfers, and Wires Issued for the Period of February 7, 2026 through March 6, 2026

Motion: Receive and File the Attached Payment Register Summarized Below for the Period of February 7, 2026 through March 6, 2026:

Electronic Funds Transfers 18715 through 19077

Warrants 69860 through 70035

Payroll Transfers W1577 through W1578

Item No. 6: Receive and File the Listing of Administratively Approved Purchases Over \$25,000 from July through December 2025

Motion: Receive and File the Listing of Administratively Approved Purchases Over \$25,000 from July through December 2025

Item No. 7: Approve the Purchase and Upfitting of Eight Replacement Public Works Maintenance Vehicles

Motion:

Approve the Purchase and Upfitting of Eight Replacement Public Works Maintenance Vehicles for an Amount Not to Exceed \$639,755.07, plus a 5% Contingency from National Auto Fleet Group, Utilizing Cooperative Purchasing through Sourcewell Contract 081325-NAF; and

Authorize an Appropriation Increase in the Amount of \$57,743 in the City's Capital Replacement Fund (Fund 721) for the Purchase of the Vehicles.

Item No. 8: Accept the Senior Center Exterior Doors Replacement Project 396

Motion:

Accept the Senior Center Exterior Doors Replacement, Project 396, in the amount of \$249,648 and approve final payment of \$12,482.40 to Genesis Builders, Inc.; and Authorize the City Clerk to file a Notice of Completion with County Recorder.

PUBLIC HEARINGS

Item No. 9: Approve Conditional Use Permit No. 2026-01 for the Expansion of a Restaurant with Alcohol Sales at 5721 Lincoln Avenue, Suites E and F

Mayor Medrano outlined the public hearing procedures.

Business Development Manager Wong provided a verbal report on the item.

Mayor Medrano asked Council Members to disclose any communication with anyone relevant to the item.

No communication was disclosed.

Mayor Medrano opened the public hearing.

Mayor Medrano invited the applicant, Yi Zhang, to speak on the item.

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

No public comments were made.

Mayor Medrano closed the public hearing.

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

City Council Members commended the applicant and City staff for the project.

A motion was made by Council Member Burke, and seconded by Mayor Medrano, to adopt a resolution approving Conditional Use Permit No. 2026-01 for the expansion of a restaurant with alcohol sales at 5721 Lincoln Avenue, Suites E and F, and confirming the project is exempt from the California Environmental Quality Act.

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. 7044

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS, CALIFORNIA, APPROVING CONDITIONAL USE PERMIT NO. 2026-01 TO PERMIT THE EXPANSION OF AN EXISTING RESTAURANT WITH ALCOHOL SERVICE AT 5721 LINCOLN AVENUE, SUITES E AND F, LOCATED IN THE COMMERCIAL MIXED USE DISTRICT OF THE LINCOLN AVENUE SPECIFIC PLAN AREA AND DETERMINING THAT THE PROJECT IS EXEMPT FROM THE CALIFORNIA ENVIRONMENTAL QUALITY ACT

NEW BUSINESS

Item No. 10: Introduce an Ordinance Updating Municipal Code Chapter 12, Section 12-11 and adding Subsection 12-11(A) Relating to the Establishment of a Vehicle Impoundment Procedure for Unlawful Dumping

Chief of Police Lauderback provided a verbal report on the item.

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

Council Member Burke provided comments in support of the item and expressed appreciation to staff for their efforts.

Council Member Peat asked questions of Chief of Police Lauderback.

The Interim City Manager acknowledged the contributions of Director of Public Works Mangalakiri and Public Works staff in support of the item.

A motion was made by Council Member Burke, and seconded by Mayor Medrano, to introduce an ordinance, by title only, updating Municipal Code Chapter 12, Section 12-11 and adding Subsection 12-11(A) relating to the establishment of a vehicle impoundment procedure for unlawful dumping.

ORDINANCE NO. 1231

AMENDING CYPRESS MUNICIPAL CODE CHAPTER 12, SECTION 12-11 (UNLAWFUL DUMPING) AND ADDING SUBSECTION 12-11(A) "VEHICLE IMPOUNDMENT" TO ESTABLISH A VEHICLE IMPOUND PROCEDURE FOR UNLAWFUL DUMPING IN THE CITY OF CYPRESS

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

ITEMS REMOVED FROM CONSENT CALENDAR

Item No. 1: Adopt a Resolution Calling on the California State Legislature to Introduce and Pass Legislation to "End Child Marriage Under 18, No Exceptions"

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

Council Member Strong Carnahan provided comments in support of the item and asked questions regarding the resolution language.

The Interim City Manager responded to questions from Council Member Strong Carnahan. City Council discussion ensued.

A motion was made by Council Member Peat to continue this item to the April 28, 2026, City Council meeting. No second was heard.

A motion was made by Council Member Strong Carnahan, and seconded by Mayor Pro Tem Chang, to adopt the resolution as submitted by staff calling on the California State Legislature to introduce and pass legislation to end child marriage under 18, no exceptions, with the addition of resources listed on the City website.

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. 7043

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS ANNOUNCING ITS COMMITMENT TO END CHILD MARRIAGE BY CALLING FOR AN "18 NO EXCEPTIONS" LAW

CONTINUED ITEMS

None.

ITEMS FROM CITY COUNCIL MEMBERS

Item No. 11: Consideration of Council Member Burke's Proposal to Create an Ad hoc Sub Committee to Work with the Recreation and Community Services Commission on Strategic Plan Initiatives

Council Member Burke presented the item.

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

Mayor Pro Tem Chang spoke in support of the item.

City Council discussion ensued.

A motion was made by Council Member Burke, and seconded by Mayor Pro Tem Chang, to approve the item and direct staff to return with a resolution to establish an Ad Hoc Subcommittee consisting of Mayor Pro Tem Chang and Council Member Burke.

The motion failed by the following electronic vote:

AYES: 2 COUNCIL MEMBERS: Chang and Burke
NOES: 1 COUNCIL MEMBERS: Peat
ABSTAIN: 2 COUNCIL MEMBERS: Medrano and Strong Carnahan

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

Council Member Rachel Strong Carnahan:

Thanked City staff, including Senior Management Analyst Machado, for their work on the Mia's Corner website. She also thanked the Interim City Manager for his support and guidance. She reported that during the week of March 10 through 17, she participated in an annual baking drive celebrating the 14th anniversary of Strong Dance Studios, including a scholarship program. She participated on March 21 in the annual With Hope donation drive and 5K walk with Team Mia. On March 22, she attended a memorial and butterfly release event honoring Mia Mejia. She also reported meeting with Congressman Derek Tran on March 23, during which he presented funding to Mayor Medrano for the Myra Pump Station project.

Council Member Peat:

Reported meeting with a sophomore student from Oxford Academy as part of a mentorship opportunity and discussing the Mia's Corner website, noting feedback was incorporated by staff. She reported attending a business tour hosted by Assemblymember Tri Ta. She reported meeting one-on-one with Brittany Cook and Jimmy Fuller regarding the Cypress Community Festival. She attended the Orange County Fire Authority open house. She met with incoming City Manager Shannon DeLong. She attended a Cypress Police Department drone demonstration and commended Chief of Police Lauderback and the Police Department. She met with Cypress School District Board President Lydia Sondhi. She highlighted attending the Cypress College Americana event recognizing Citizen of the Year Mariellen Yarc. She reported attending a presentation on March 23, during which Congressman Derek Tran

presented funding to Mayor Medrano for the Myra Pump Station project, and commended the Public Works Department. She also expressed appreciation to the Interim City Manager for his service to the City.

Council Member Burke:

Reported attending a League of California Cities Division meeting featuring Orange County Sheriff-Coroner Don Barnes and shared key takeaways. He reported attending the Orange County Fire Authority Budget Committee meeting and open house and noted being elected Vice Chair of the Legislative and Public Affairs Subcommittee. He highlighted a PBS short documentary, SoCal Snowy Owl, on the snowy owl in Cypress and recognized Cypress resident Roy Rausch for his contributions. He also expressed appreciation to the Interim City Manager for his service to the City.

Mayor Pro Tem Chang:

Reported attending the Citizens Academy dinner and providing welcoming remarks. He reported meeting with representatives from Warland Investments regarding planned investments. He attended the Cypress Police Department drone demonstration. He reported attending a Breakfast Club event with Assemblymember Sharon Quirk-Silva and meeting Secretary of State Shirley Weber. He reported attending an Orange County Mosquito and Vector Control District meeting. He noted expectations for an early mosquito season. He also expressed appreciation to the Interim City Manager for his service to the City.

Mayor Medrano:

Reported that there will not be two City Council meetings in April and that the next meeting will be held on April 28. He extended well wishes to those observing Ramadan, Passover, and Easter. He reported attending a League of California Cities Mayor and Council Members roundtable discussion online. He attended the Cypress Police Department drone demonstration on March 18. On March 20, he reported attending a Breakfast Club event hosted by Assemblymember Sharon Quirk-Silva. He completed the Wastewater 101 Citizens Academy on March 20 and toured the Orange County Sanitation District facilities on March 21. He attended the Americana Awards event on March 21 and recognized Citizen of the Year Mariellen Yarc.

He announced a Household Hazardous Waste Collection event on April 11 from 8:00 a.m. to 12:00 p.m. at the Cypress Civic Center parking lot. He announced a curbside bulky item cleanup scheduled for April 4 for Monday through Wednesday service days and April 11 for Thursday through Friday service days. He announced a Spring Egg Hunt on April 4 at Oak Knoll Park, with registration open through March 27. He announced that commissioner applications will open on April 6. He announced the Cypress Art League Spring Art Show on April 19 from 12:00 p.m. to 4:00 p.m. He also expressed appreciation to the Interim City Manager for his leadership and service to the City.

COUNCIL MEMBER ITEMS FOR FUTURE CONSIDERATION

None.

CITY MANAGER REMARKS

The Interim City Manager expressed appreciation for the opportunity to serve the City over the past six months and thanked City Council and staff for their support, collaboration, and dedication.

ADJOURNMENT

Mayor Medrano adjourned the meeting at 7:46 p.m.

MAYOR OF THE CITY OF CYPRESS

ATTEST:

CITY CLERK OF THE CITY OF CYPRESS

REGULAR MEETING
CYPRESS CITY COUNCIL
APRIL 28, 2026
5:30 P.M. - Closed Session
6:00 P.M. - General Session

A regular meeting of the Cypress City Council was called to order at 5:30 p.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.

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

STAFF PRESENT

City Manager Shannon DeLong
City Attorney William Wynder
City Clerk Lisa Berglund

ORAL COMMUNICATIONS ON CLOSED SESSION

None.

CLOSED SESSION

The City Attorney announced the following closed session items:

LABOR NEGOTIATIONS

A closed session will be held, pursuant to Government Code § 54957.6, with Shannon DeLong, City Manager and William Wynder, City Attorney, its negotiators(s), regarding labor negotiations with Cypress Employees Association (CEA), Maintenance Employees Association, Police Officers Association, Police Management Association and unrepresented.

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION

A closed session will be held, pursuant to Government Code §54956.9 (b)(1) & (3)(A) because there is a significant exposure to litigation in 1 case.

Mayor Medrano recessed the meeting at 6:03 p.m.

RECONVENE

Mayor Medrano reconvened the meeting at 6:09 p.m.

STAFF PRESENT

City Manager Shannon DeLong
City Attorney William Wynder
City Clerk Lisa Berglund
Deputy City Clerk Ruthie Marroquin
Office Assistant II, Anita Sallas
Director of Finance and Administrative Stephanie Sikkema
Director of Recreation and Community Services Jeff Draper
Director of Public Works Nick Mangkalakiri
Chief of Police Mark Lauderback
Planning Director Alicia Velasco
Senior Management Analyst Jason Machado

INVOCATION Pastor Nader Hanna, King of The Nations Church, led the Invocation.

PLEDGE OF ALLEGIANCE Mayor Medrano led the Pledge of Allegiance.

REPORT OF CLOSED SESSION

The City Attorney reported that the City Council received an update on both closed session items and no further reportable action was taken.

PRESENTATIONS :

The City Council recognized the 50th Anniversary of the Church of Jesus Christ of Latter-day Saints.

The City Council presented a Proclamation to the City Clerk's Department in recognition of "Professional Municipal Clerks Week" May 3-9, 2026.

The City Council presented a Proclamation to the Police Department in recognition of "National Police Week" May 11-17, 2026.

The City Council recognized Cypress resident and U.S. Army Veteran John Harris.

ORAL COMMUNICATIONS

Tom Moore, Cypress, spoke regarding Agenda Item No. 16.

Timothy Yerian, Cypress, recognized former Public Works Inspector Warren Williams, retired Cypress Police Department Officer Healy, and Parks and Recreation staff, and shared information on upcoming girls softball teams from Mexico and Japan competing against an Orange County All-Star team on July 6, 7, and 8.

Pearl Boelter, Cypress, expressed concern regarding the EIR that is open for public comment and potential changes to the Business Park zoning to include residential housing.

Marilyn Reames, Cypress, spoke in support of Agenda Item No. 8 and Agenda Item No. 12.

Kelly K, Cypress, spoke in regards to Agenda Item No. 15.

CONSENT CALENDAR ITEMS 1-14

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 noted a correction to the recommendation under Agenda Item No. 1 on the March 10, 2026 Council Meeting Minutes.

Mayor Pro Tem Chang commented on Agenda Item No. 9 and requested to pull Agenda Item No. 12.

Council Member Burke asked questions to the Recreation and Community Services Director Draper regarding the strategic plan goal related to a possible spring cultural festival.

A motion was made by Council Member Burke, and seconded by Council Member Strong Carnahan, to approve Consent Calendar items No. 1 through 11, and 13 through 14 with the correction to Agenda Item No. 1.

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: Approve the Minutes of the March 10, 2026, Regular Meeting

MOTION: Approve as submitted.

Item No. 2: Second Reading of an Ordinance of the City Council of the City of Cypress, California, Amending Cypress Municipal Code Chapter 12, Section 12-11 (unlawful dumping) and adding Subsection 12-11(a) “vehicle impoundment” to Establish a Vehicle Impound Procedure for Unlawful Dumping in the City of Cypress

MOTION: Approve the Second Reading and Adopt an Ordinance by title only and waive further reading, amending the Cypress Municipal Code Chapter 12, Section 12-11 and adding SubSection 12-11(A) Related to the Establishment of a Vehicle Impoundment Procedure for Unlawful Dumping.

ORDINANCE NO. 1231

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF CYPRESS, CALIFORNIA, AMENDING CYPRESS MUNICIPAL CODE CHAPTER 12, SECTION 12-11 (UNLAWFUL DUMPING) AND ADDING SUBSECTION 12-11(A) "VEHICLE IMPOUNDMENT" TO ESTABLISH A VEHICLE IMPOUND PROCEDURE FOR UNLAWFUL DUMPING IN THE CITY OF CYPRESS

Item No. 3: Adopt a Resolution Approving the California State-Subdivision Agreement Regarding Distribution and Use of Settlement Funds with Six Regional Opioid Distributors

MOTION:

1. Adopt a Resolution authorizing the City to enter into Settlement Agreements with six regional distributors/dispenser defendants to resolve lawsuits accusing opioid manufacturers and distributors of mishandling opioid pain drugs, agree to the terms of the related State-Subdivision Agreement, and authorize entry into the related State-Subdivision Agreement with the Attorney General.
2. Authorize the City Manager to approve and execute all documents related to this settlement and all future opioid-related settlements.

RESOLUTION NO. 7045

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS AUTHORIZING THE CITY'S PARTICIPATION IN THE PROPOSED SETTLEMENT OF OPIOID-RELATED CLAIMS AGAINST SIX REGIONAL DISTRIBUTORS/DISPENSER DEFENDANTS, AGREE TO THE TERMS OF THE RELATED STATE-SUBDIVISION AGREEMENT, AND AUTHORIZE ENTRY INTO THE RELATED STATE-SUBDIVISION AGREEMENT AND OTHER NECESSARY DOCUMENTS

Item No. 4: Receive an Update on the Strategic Plan Objectives

MOTION: Receive an update on the Strategic Plan objectives.

Item No. 5: Approve a Contract Extension for Business License Administration Retroactive to April 26, 2026

MOTION:

1. Approve a contract extension with Hinderliter De Llamas and Associates (HdL), retroactive to April 26, 2026, to provide business license registration, renewal, and compliance services for an amount not exceed six-hundred and fifty thousand dollars (\$650,000), excluding fees for performing "compliance services" which shall be compensated based on a contingency fee.

2. Authorize HdL to initiate discovery, collection, and audit services as provided in the contract under Compliance Services.

Item No. 6: Receive and File Register of Warrants, Transfers, and Wires Issued for the Period of March 7, 2026 through April 10, 2026

MOTION:

Receive and File the Attached Payment Register Summarized Below for the Period of March 7, 2026 through April 10, 2026:

- Electronic Funds Transfers 19078 through 19287
- Warrants 70036 through 70368
- Payroll Transfers W179 through W1580

Item No. 7: Receive and File the Investment Report for the Month Ended March 31, 2026

MOTION: Receive and file the attached investment report.

Item No. 8: Receive and File the 2025 General Plan Annual Progress Report on the Implementation of the Housing Element

MOTION: Receive and file the 2025 General Plan Annual Progress Report on the implementation of the Housing Element.

Item No. 9: Award Contracts for Replacement of Interior and Exterior Light Fixtures to LED Fixtures, Project 434

MOTION:

1. Award a contract to ABM Electrical & Lighting Solutions Inc. for \$617,300.49, authorize a contingency of \$78,300, and authorize the City Manager to execute the contract agreement; and
2. Approve a Task Order for Construction Inspection Services to FCG Consultants, Inc. for \$34,885.40 and authorize a contingency of \$3,500.

Item No. 10: Approve Change Order for Purchase and Upfitting of Seven Replacement Police Vehicles

MOTION:

1. Approve Change Order No. 1 for the purchase and upfitting of seven replacement police vehicles, in the amount of \$11,858, and authorize the City Manager to execute the change order;
2. Authorize the City Manager to negotiate and execute any change orders up to 5% of the total original amount (\$648,847); and
3. Authorize an appropriation increase in the amount of \$32,500 in the City's Capital Replacement Fund for Change Order No. 1 and future contingency.

Item No. 11: Accept the HVAC and Roof Replacement for the City-Owned Building at 10161 Moody Street (Cedar Glen Park), Project 378

MOTION:

1. Accept the HVAC and Roof Replacement for the City-Owned Building at 10161 Moody Street (Cedar Glen Park), Project 378, in the amount of \$650,354.85 and approve the final payment of \$32,517.74 to MDJ Management, LLC.; and
2. Authorize the City Clerk to file a Notice of Completion with the County Recorder.

Item No. 13 Approve an Agreement for Senior Transportation Programs

MOTION: Approve a three-year agreement, with the option for two one-year extensions, with OCY Management, LLC for Senior Transportation Services in an amount not to exceed \$500,000.

Item No. 14: Approve an Agreement for Animal Care Services

MOTION:

1. Approve a five-year Animal Care Services Agreement with the County of Orange for animal control services, animal care shelter services, and field services; and
2. Authorize the City Manager to execute the annual Notice of Intent during the five-year term of the Animal Care Services Agreement.

NEW BUSINESS

Item No. 15 Review of Draft Fiscal Policies

The Director of Finance and Administrative Services, Stephanie Sikkema, provided a report on this item.

City Council asked questions of Director Sikkema. Director Sikkema provided clarification on all questions asked by City Council.

A motion was made by Council Member Burke, and seconded by Mayor Medrano, to receive and file the Draft Fiscal Policies.

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. 16 Approve Agreement with the County of Orange for Municipal Solid Waste Disposal Services and Receive the Annual Solid Waste Franchise Consumer Price Index Rate Adjustment

Director of Public Works Mangkalakiri provided a report on the item and shared that a representative from Representative David Perez with Valley Vista is in the audience.

Mayor Medrano thanked staff for the report and opened the floor to questions and comments from the City Council.

Mayor Pro Tem Chang asked questions of the Director of Public Works Mangkalakiri.

The Director of Public Works Mangkalakiri responded and provided clarification to Mayor Pro Tem Chang's question.

Council Member Burke provided clarification on the cause of the increase in the Price Index Rate Adjustment and asked questions of Representative Perez.

Representative Perez provided clarification in response to Council Member Burke's questions.

Council Member Peat clarified the earlier response provided by Director of Public Works Mangkalakiri and provided additional comments regarding the item.

Mayor Medrano closed discussion.

A motion was made by Council Member Peat and seconded by Mayor Medrano to approve

an agreement with the County of Orange for Municipal Solid Waste Disposal Services and receive the Annual Solid Waste Franchise Consumer Price Index Rate Adjustment as is.

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

ITEMS REMOVED FROM CONSENT CALENDAR

Item No.12: Approve Plans and Specifications and Award Contract for City Hall Executive Boardroom Improvements, Project 392

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

Mayor Pro Tem Chang provided comments regarding his concerns with the cost of this item.

City Manager DeLong responded to Mayor Pro Tem Chang concerns assuring that designs of two park improvements would still occur.

Mayor Pro Tem Chang asked questions of Director of Public Works Mangkalakiri related to reducing the cost of the raised ceiling.

The Director of Public Works Mangkalakiri provided clarification.

Council Member Burke expressed concerns related to the cost and asked questions of the City Manager about employee work environments.

City Manager DeLong provided clarification in response to Council Member Burke's questions.

Council Member Burke asked budget questions of Director Sikkema.

Director Sikkema provided clarification in response to Council Member Burke's concerns about the budget.

Council Member Peat spoke in support of the item and provided background and history regarding the item.

Mayor Medrano closed the discussion.

A motion was made by Mayor Pro Tem Chang, and seconded by Council Member Peat, to approve plans and specifications and award contract for City Hall Executive Board Room improvements, Project 392.

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

CONTINUED ITEMS

None.

ITEMS FROM CITY COUNCIL MEMBERS

None.

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

Council Member Strong Carnahan:

Reported on Saturday, April 4, attended the Cypress Easter Egg Hunt organized by the Cypress Park and Recreation Department and thanked City staff for a fun and engaging event. Tuesday, April 7, reported meeting with Connor Medina, Cypress local CalCities Representative, regarding building momentum with other Orange County cities, and to escalate the need for legislation banning Child Marriage. She thanked fellow Council staff for unanimously supporting the item ending child marriage in Cypress. Complimented the Cypress Police Program's PACE Program and attended the PACE graduations at Frank Vessels Elementary, Juliet Morris Elementary, A. E. Arnold Elementary, Clara J. King Elementary, Grace Christian, and St. Irenaeus School. She also reported attending meetings in April with the Senior Citizens Commission and the Traffic Commission. On Wednesday, April 8, she attended the Mayoral Transition for the outgoing Mayor of the City of Cerritos, Frank Aurelio Yokoyama. On Saturday, April 11, she reported attending an Anti-Hate Speech Summit put on by the Anaheim Union High School District. On April 11, she reported attending the Democratic Party of Orange County Luncheon with guest Secretary of State Shirley Weber. On Wednesday, April 15, she met with the executives of Warland Business Park. She reported that during the week of April 18th, she attended the Cypress Art League's 50th Annual Spring Art Show. She further reported accompanying the Director of Public Works Mangalakiri on a tour of the City while receiving updates on various City projects and matters. Before the April 28th City Council Meeting, she attended a meeting at the Joint Forces Training Base in Los Alamitos for the Regional Military Affairs Committee.

Council Member Peat:

Reported attending two Orange County Sanitation District Board meetings during April. On April 11, she attended the Women's Club Tea and also attended two PACE graduations at Grace Christian School and St. Irenaeus School. She acknowledged Community Outreach Officer Julie Marquez for being a great resource for the Police Department and local schools through the PACE Program. She also attended the King Elementary School Open House, where she received a brief tour of the campus and participated alongside the Women's Club in presenting the school with a \$500 donation

supporting arts and culture programs. She further reported attending a Women in Leadership Conference during the month. On April 22, in acknowledgment of Earth Day, she participated in two community events. One event was a Cypress Women's Club California Clean Air Day recycling activity at Lexington Junior High School. The second was an Earth Day celebration event with ECOS.

She also attended a tour of the Frank R. Bowerman Landfill alongside Mayor Medrano. She attended a Senior Center Volunteer Recognition event and the Boys and Girls Club event, "A Night at the Track". She gave updates about the Learning Center programs being offered at Boys and Girls Club. She reported attending Oxford Academy to present two \$1,500 scholarships to two different senior students. She also attended the Cypress High School Capstone Senior Showcase.

Council Member Burke:

Reminded the public that he had placed an item on the agenda for consideration to establish an Ad-hoc committee to provide clarity to the Recreation Commission on goals the City Council had set. He asked the City Attorney opine on whether two members of the City Council can meet on such topics. City Attorney responded in the affirmative.

He attended the Cypress Easter Egg Hunt organized by the Cypress Park and Recreation Department and the St. Irenaeus PACE graduation and acknowledged Community Outreach Officer Marquez for her work with the program. He also attended an Anaheim Union High School District Ad Hoc Subcommittee meeting regarding student mental health and wellness initiatives with Mayor Medrano. He attended the ribbon-cutting and open house for the Tierra Walk housing development and noted the inclusion of affordable housing units within the project. He also attended the Senior Center Volunteer Recognition event. He also attended a few Orange County Fire Authority Board and Budget meetings and participated in the OCFA Fire Ops training program, where participants received hands-on experience with firefighter training exercises and emergency response demonstrations. Lastly, he welcomed the new City Manager, Shannon DeLong, and congratulated her on her first City Council meeting in Cypress.

Mayor Pro Tem Chang:

He attended an Orange County Mosquito and Vector Control event recognizing federal funding secured by Congressman Derek Tran for the agency. He also served as a guest speaker for the Psychology Club at Cypress College. He along with Mayor Medrano attended a Citizens Academy. He also attended a Bridges at Kraemer Place meeting and provided updates regarding challenges related to homelessness and transitional housing in Orange County. He provided updates from Orange County Mosquito and Vector Control board meeting regarding increases in flea-borne typhus cases and mosquito activity throughout the County. He also attended Library Advisory Board meetings and provided updates regarding the County library system budget and future projects. He attended the Senior Center Volunteer Recognition event and the Youth Center "Night of Stars" event alongside Mayor Medrano, congratulating the students recognized during the event.

Mayor Medrano:

Reported he attended the Wastewater 101 Citizens Academy Graduation at Orange County Sanitation District Headquarters on March 25th and attended the Orange County Transportation Authority Forum hosted by Senator Nguyen alongside the Director of Public Work on April 1st. On April 4th, attended the Spring Egg Hunt. On April 8th, attended the Cerritos Mayoral Transition alongside Council Member Strong Carnahan. On April 14th, attended the Chamber of Commerce Networking Breakfast and also attended PACE graduations at A. E. Arnold Elementary, Juliet Morris Elementary, Clara J. King Elementary, Grace Christian, and St. Irenaeus School. He also attended the JFK Scholarship Foundation Dinner at Knott's Berry Farm on April 11th. On April 19th, attended the Cypress Art League Spring Art Show and was impressed by both the amount and quality of artwork presented. He also attended the Anaheim Union High School District Ad Hoc Committee Meeting on April 20 and later attended the Orange County Women's Business Chamber Installation Luncheon at the Garden Grove Community Center. On April 22nd, Mayor spoke at the Cypress Citizens Academy and thanked staff for organizing the program. On April 23rd, alongside Council Member Strong Carnahan, attended the Capital Improvement Projects Tour led by the Director of Public Works Mangkalakiri in preparation for upcoming budget discussions. On April 24th, attended an event at Cypress High School involving student physics projects and later attended the Orange County Waste and Recycling Tour alongside the Director of Public Works and Council Member Peat. Additionally, alongside Mayor Pro Tem Chang, attended "A Night Among the Stars" at the Youth Center hosted by the City of Los Alamitos, and Seal Beach Rotary Clubs and congratulated the students recognized during the event. He also attended the Cypress High School Capstone Showcase. Lastly, he thanked all City Commissioners for their service to the community, thanked residents who applied for upcoming Commission vacancies, and wished everyone a Happy Cinco de Mayo on May 5th and Mother's Day on May 10th.

COUNCIL MEMBER ITEMS FOR FUTURE CONSIDERATION

Mayor Pro Tem Chang requested a staff presentation regarding the condition of the baseball and softball fields at Oak Knoll Park.

Mayor Pro Tem Chang requested to move the order of the City Council agenda, specifically discussing whether Council Member Items for Future Consideration should be moved ahead of the Council Member Remarks section of the agenda. After discussion regarding the process to change the agenda order, Mayor Pro Tem Chang withdrew his request.

CITY MANAGER REMARKS

City Manager DeLong thanked the Mayor and City Council for the warm welcome and shared her appreciation for the opportunity to work with City staff, noting that she has enjoyed getting to know the team. She also clarified that the Budget Workshop originally scheduled for May 12th would instead take place on Wednesday, May 13th at 5:00 p.m. due to the change in regular City Council meeting dates to Tuesdays.

ADJOURNMENT

Mayor Medrano adjourned the Regular Meeting at 8:09 p.m. to an adjourned Regular Meeting, to be held on Tuesday, May 12, 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: Stephanie Sikkema, Director of Finance and Administrative Services

DATE: 05/26/2026

SUBJECT: Investment Report for the Month Ended April 30, 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 April 30, 2026, the City had \$196.3 million (current market value) in cash and investments and the interest return (yield) on the public funds investments was 3.92%. As required by the Government Code, all investments are in conformity with the City's investment policy and sufficient cash flows are available to meet the next six months of estimated expenditures.

The attached Summary of Cash and Investments presents the investments held by the City of Cypress as of April 30, 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 \$196.3 million (current market value) in cash and investments on April 30, 2026. The investments include Federal Agencies and US Treasuries Debt (\$95.4 million) and Investment Pools (\$98.8 million). The City's bank accounts held \$2.1 million on April 30, 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

Reviewed and approved.

APPROVED BY: Shannon DeLong, City Manager

Attachments

Investment Report for the Month Ended April 30, 2026

City of Cypress

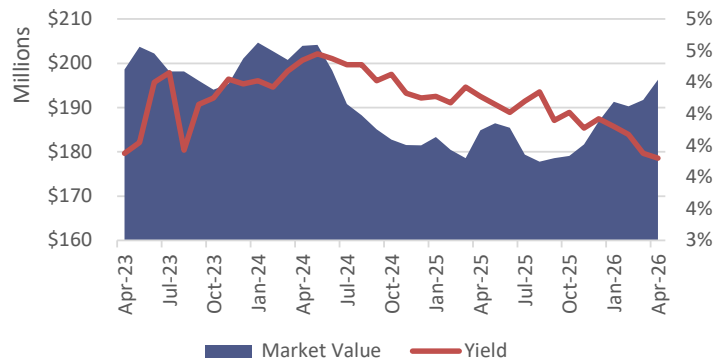
Summary of Cash and Investments

As of April 30, 2026

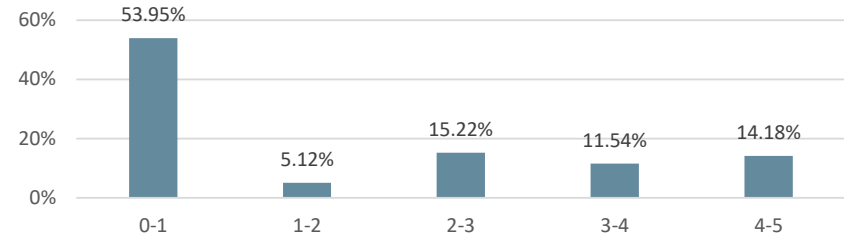
Portfolio Summary

Average Weighted Yield to Maturity	3.92%
Average Weighted Days to Maturity	545.29
Total Carrying Value	\$196,180,820.11
Total Market Value	\$196,285,060.56

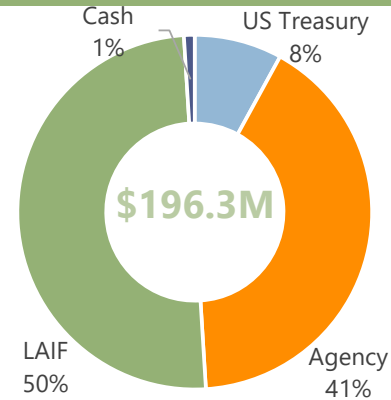
Average Weighted Yield to Maturity



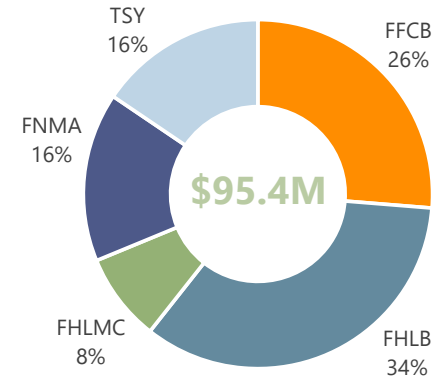
Maturity Distribution



Sector Allocation



Agency Allocation



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.

Prepared By: Sheila Tran
Accountant

Signed: 
City Treasurer

City of Cypress

Summary of Cash and Investments

As of April 30, 2026

Portfolio Holdings

City of Cypress

As of April 30, 2026

CUSIP	Security Description	Investment Date	Maturity Date	Interest Rate	Carrying Value	Current Market Value
Cash						
General Operating Account *	BMO	--	5/1/2026	-	\$ 1,988,250.00	\$ 1,988,250.00
Worker's Comp Account	BMO	--	5/1/2026	-	50,000.00	50,000.00
Liability Account	California Bank & Trust	--	5/1/2026	-	8,500.00	8,500.00
Petty Cash	City	--	5/1/2026	-	8,350.00	8,350.00
Total Cash					\$ 2,055,100.00	\$ 2,055,100.00

LAIF						
LAIF	Local Agency Investment Fund State Pool	--	5/1/2026	3.811	\$ 58,414,693.57	\$ 58,413,573.82
LAIF	Local Agency Investment Fund State Pool	--	5/1/2026	3.811	40,397,786.98	40,397,012.59
Total LAIF					\$ 98,812,480.55	\$ 98,810,586.41

Agency						
3130AXU63	Federal Home Loan Bank	11/30/2023	11/17/2026	4.420	5,009,350.00	5,024,950.00
3133ERA92	Federal Farm Credit Bank	11/21/2024	11/12/2027	4.210	9,984,069.06	10,044,300.00
3135GAX89	Federal National Mortgage Association	11/4/2024	7/21/2028	4.152	6,991,754.99	6,997,550.00
91282CHQ7	US Treasury Bill	6/24/2024	7/31/2028	4.288	5,014,669.44	5,025,750.00
3130B4ZY0	Federal Home Loan Bank	2/14/2025	8/14/2028	4.500	5,000,000.00	5,001,200.00
3130B3W25	Federal Home Loan Bank	5/27/2025	11/27/2028	4.300	\$ 3,135,149.16	\$ 3,134,776.95
3130AYWG7	Federal Home Loan Bank	2/15/2024	2/12/2029	4.411	4,648,605.00	4,651,581.00

City of Cypress

Summary of Cash and Investments

As of April 30, 2026

Portfolio Holdings

City of Cypress		As of April 30, 2026				
CUSIP	Security Description	Investment Date	Maturity Date	Interest Rate	Carrying Value	Current Market Value
3133ERAK7	Federal Farm Credit Bank	4/18/2024	4/10/2029	4.375	4,961,120.00	5,063,200.00
91282CES6	US Treasury Bill	6/24/2024	5/31/2029	4.241	4,733,516.58	4,832,400.00
3134HCEX3	Federal Home Loan Mortgage Corp	12/19/2025	6/8/2029	3.995	7,860,000.00	7,822,036.20
91282CFL0	US Treasury Bill	12/6/2024	9/30/2029	4.032	4,975,005.33	4,989,800.00
3133ER4F5	Federal Farm Credit Bank	2/19/2025	2/19/2030	4.820	5,000,000.00	5,005,150.00
3130B6Y83	Federal Home Loan Bank	7/3/2025	7/2/2030	4.000	5,000,000.00	4,988,850.00
3130B7R63	Federal Home Loan Bank	9/12/2025	9/3/2030	4.000	5,000,000.00	4,957,500.00
3133ETB89	Federal Farm Credit Bank	10/1/2025	10/1/2030	3.750	5,000,000.00	4,949,600.00
3134HCBE8	Federal Home Loan Bank	11/20/2025	11/20/2030	4.000	5,000,000.00	5,003,450.00
3136GCG90	Federal National Mortgage Association	1/27/2026	1/27/2031	3.875	8,000,000.00	7,927,280.00
Total Agency					\$ 95,313,239.56	\$ 95,419,374.15
Total Portfolio					\$ 196,180,820.11	\$ 196,285,060.56

* 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.

City of Cypress
Changes in Cash/Investments
As of April 30, 2026

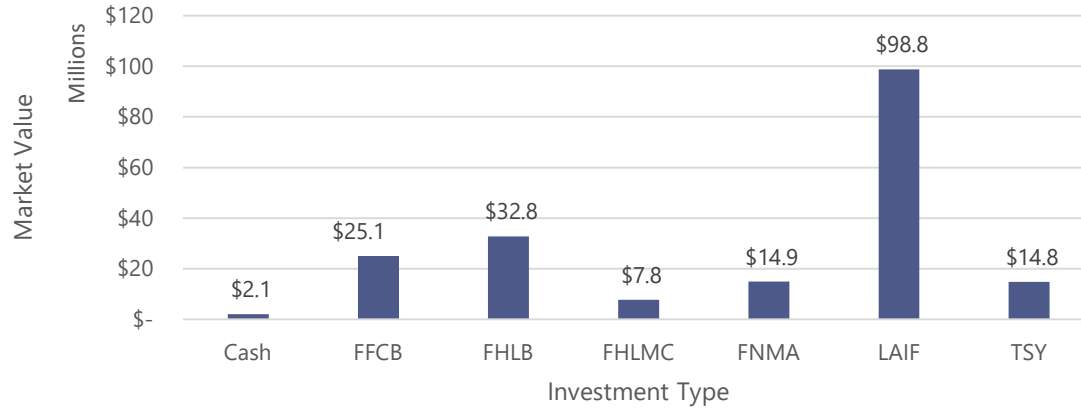
	2/28/2026	+RECEIPTS	(DISBURSEMENTS)	3/31/2026	+RECEIPTS	(DISBURSEMENTS)	4/30/2026
GENERAL							
111/114 GENERAL FUND/GENERAL FUND-GRANTS	\$ 36,472,535	\$ 3,277,831	\$ (3,288,051)	\$ 36,462,315	\$ 6,246,689	\$ (4,842,182)	\$ 37,866,822
112 CFD ADMINISTRATION	-	-	-	-	-	-	-
SPECIAL REVENUE							
115 PANDEMIC RELIEF	-	-	-	-	-	-	-
212 CRPD-GENERAL FUND	14,500,173	751,478	(1,230,292)	14,021,359	2,764,474	(557,044)	16,228,789
213 CRPD-PARK DEVELOPMENT	58	805,683	-	805,741	2,596	-	808,337
221 TRAFFIC SAFETY	29,847	4,875	-	34,722	7,287	-	42,009
230 STREETS	9,560,275	478,145	(15,196)	10,023,224	296,035	(676,016)	9,643,243
251 LIGHTING DISTRICT #2	5,083,813	154,003	(80,219)	5,157,597	612,963	(169,188)	5,601,372
261 STORM DRAIN	2,192,857	37,406	(26,579)	2,203,684	55,224	(62,581)	2,196,327
262 PLANNED LOCAL DRAINAGE FACILITY	1,197,765	-	-	1,197,765	11,575	-	1,209,340
271 CORP CNTR MAINT DISTRICT #1	225,226	35,608	(13,154)	247,680	17,326	(6,490)	258,516
280 ASSET SEIZURE	786,510	72,711	(69,770)	789,451	9,854	(13,779)	785,526
291 CABLE TV FRANCHISE AGREEMENT	917,235	-	(3,054)	914,181	741	-	914,922
301 SUPPLEMENTAL LAW ENFORCEMENT	110,216	4,785	(9,782)	105,219	5,191	(13,442)	96,968
311 AB 2766 TRIP REDUCTION	52,271	15,411	-	67,682	555	-	68,237
321 SEWER FUND	11,230,587	117,909	(134,417)	11,214,079	241,937	(64,381)	11,391,635
471 LOW AND MODERATE HSG ASSET	38,647	-	(1,532)	37,115	375	-	37,490
CAPITAL PROJECTS							
415 CITY CAPITAL PROJECTS	13,372,981	-	(526,473)	12,846,508	-	(352,261)	12,494,247
416 INFRASTRUCTURE RESERVE	52,710,649	-	-	52,710,649	640,442	-	53,351,091
450 RDA CAPITAL PROJECTS	-	-	-	-	-	-	-
TRUST AND AGENCY							
461 HOUSING SUCCESSOR AGENCY TO RDA	-	-	-	-	-	-	-
462 SUCCESSOR AGENCY TO RDA	-	-	-	-	-	-	-
600 TRUST AND AGENCY	1,783,422	123,795	(134,162)	1,773,055	125,959	(69,243)	1,829,771
610 NON-CITY OBLIGATED DEBT	-	-	-	-	-	-	-
611 BUSINESS ASSESSMENT DISTRICT	-	-	-	-	-	-	-
612 CFD #1 ASSESSMENT DISTRICT	153,575	-	-	153,575	-	-	153,575
620 REC & COMM SERVICES FOUNDATION	54,763	3,429	-	58,192	816	(468)	58,540
INTERNAL SERVICE							
710 CENTRAL SERVICES	4,419,111	249,909	(227,295)	4,441,725	244,438	(211,069)	4,475,094
720 CAPITAL REPLACEMENT	16,265,775	84,964	(22,008)	16,328,731	80,336	(9,603)	16,399,464
730 TECHNOLOGY IMPROVEMENT	2,235,841	-	-	2,235,841	-	-	2,235,841
750 EMPLOYEE BENEFITS	5,700,142	1,330,632	(554,373)	6,476,401	1,321,545	(1,060,473)	6,737,473
760 LIABILITY SELF INSURANCE	2,125,378	69,331	-	2,194,709	69,331	(3,939)	2,260,101
770 WORKERS COMP SELF INSURANCE	3,455,261	68,206	(59,263)	3,464,204	66,198	(71,122)	3,459,280
OTHER							
811/812 WESTCOMM JPA	5,622,761	387,474	(280,337)	5,729,898	348,981	(397,829)	5,681,050
Total Cash and Investments	\$ 190,297,674	\$ 8,073,585	\$ (6,675,957)	\$ 191,695,302	\$ 13,170,868	\$ (8,581,110)	\$ 196,285,060

City of Cypress

Investments at Market Value by Maturity Date

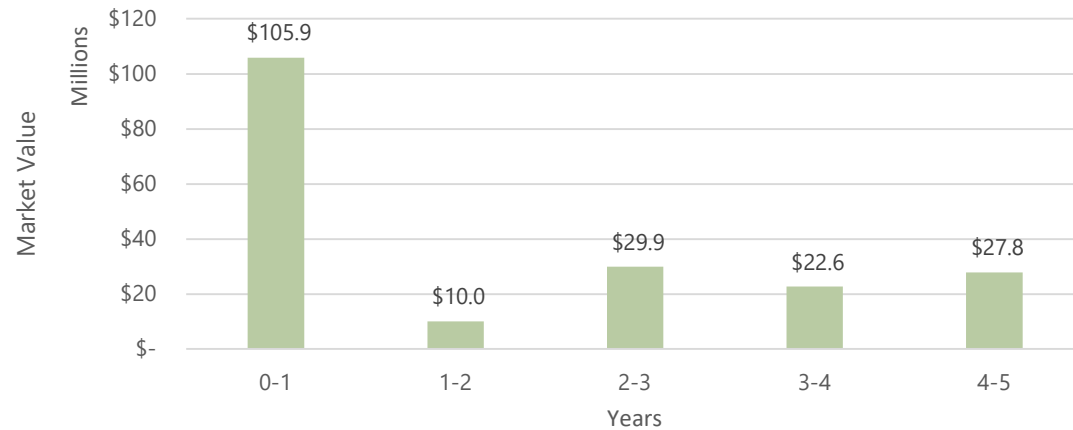
As of April 30, 2026

Investment Type Distribution



Investment Type	Percentage
Cash	1.05%
FFCB	12.77%
FHLB	16.69%
FHLMC	3.99%
FNMA	7.60%
LAIF	50.34%
TSY	7.56%
Total	100%

Maturity Distribution by Maturity Date



Years	Market Value
0-1	\$ 105,890,636
1-2	\$ 10,044,300
2-3	\$ 29,874,058
3-4	\$ 22,649,386
4-5	\$ 27,826,680
Total	\$ 196,285,061

City of Cypress Interfund Investments

As of April 30, 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	2/8/2021	6/30/2030	2%	\$ 12,800,000	\$ 12,293,975	\$ 9,109,308	\$ 3,184,667
2	CRPD/City	Arnold Cypress Park Construction	11/13/2023	6/30/2045	2%	\$ 33,500,000	\$ 32,336,574	\$ 1,548,801	\$ 30,787,773
Total Interfund Investments									\$33,972,440

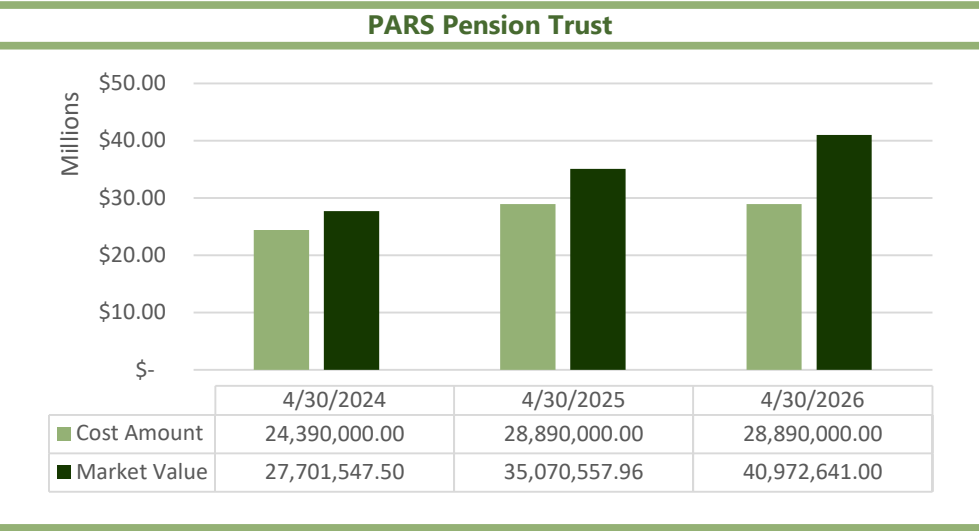
¹ The Lexington Park note is being repaid with park development fees as they become available. Effective July 1, 2025, the maturity date of the note was extended to June 30, 2030 with an interest rate of 2%.

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 April 30, 2026

Fund	Type	Issuer	Maturity Date	One-Year Return *	Cost Amount	Current Market Value
PARS Public Agencies Post-Employment Benefits Trust Trustee: Public Agency Retirement Services (PARS)						
Section 115 Trust	Pension Trust	Various	Open	17.26%	\$ 28,890,000.00	\$ 40,972,641.00
Total Cash and Investments Held in Trust					\$ 28,890,000.00	\$ 40,972,641.00

* 12-month period ending with the current month.





CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

3.

FROM: Stephanie Sikkema, Director of Finance and Administrative Services

DATE: 05/26/2026

SUBJECT: Receive and File Register of Warrants, Transfers, and Wires Issued for the Period of April 10, 2026 through May 8, 2026

RECOMMENDATION

Receive and File the Attached Payment Register Summarized Below for the Period of April 10, 2026 through May 8, 2026:

- Electronic Funds Transfers 19288 through 19567
- Warrants 70369 through 70590
- Payroll Transfers W1581 through W1582

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 April 10, 2026 through May 8, 2026 are \$4,897,375.09.

LEGAL REVIEW

None required.

APPROVED BY: Shannon DeLong, City Manager

Attachments

Payment Register for the Period 04-10-26 through 05-08-26

**City of Cypress
Payment Register
04/10/26 - 05/08/26**

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
19288	2788 - AGUILAR, ALBERTO	\$ 2,000.00	Refund/Recycling Deposit/CDD-25-75/6550 Katella	Rfd 4/10/26	\$ 2,000.00
19289	2789 - AMEZCUA, VICTOR	\$ 500.00	Refund/Recycling Deposit/CDD-25-304/11564 Manila Dr	Rfd 4/10/26	\$ 500.00
19290	2789 - AMEZCUA, VICTOR	\$ 500.00	Refund/Recycling Deposit/CDD-25-361/11562 Rabaul Dr	Rfd(A) 4/10/26	\$ 500.00
19291	2432 - BITTON, DEKEL	\$ 500.00	Refund/Recycling Deposit/CDD-25-321/6732 Reefton Ave	Rfd 4/10/26	\$ 500.00
19292	2107 - BYER, TOM	\$ 500.00	Refund/Recycling Deposit/CDD-25-399/6443 Bataan St	Rfd 4/10/26	\$ 500.00
19293	102663 - CAMPBELL, PHYLLIS	\$ 500.00	Refund/Recycling Deposit/CDD-25-398/10222 Barbara Anne St	Rfd 4/10/26	\$ 500.00
19294	2791 - CARRILLO, MARCOS	\$ 500.00	Refund/Recycling Deposit/CDD-26-65/5731 Cerritos Ave	Rfd 4/10/26	\$ 500.00
19295	2344 - DIAZ, EVER	\$ 500.00	Refund/Recycling Deposit/CDD-23-421/4822 Park Ave	Rfd 4/10/26	\$ 500.00
19296	2344 - DIAZ, EVER	\$ 500.00	Refund/Recycling Deposit/CDD-25-334/9502 Sonwell Place	Rfd(A) 4/10/26	\$ 500.00
19297	2433 - EDRY, BARUCH	\$ 500.00	Refund/Recycling Deposit/CDD-26-4/11457 Madeira St	Rfd 4/10/26	\$ 500.00
19298	2799 - FEINOUR, ANDREW	\$ 2,500.00	Refund/Recycling Deposit/CDD-25-330/10652 Walker St	Rfd 4/10/26	\$ 2,500.00
19299	2713 - FLORES, CESAR	\$ 500.00	Refund/Recycling Deposit/CDD-26-43/5492 Marcella Ave	Rfd 4/10/26	\$ 500.00
19300	2785 - FLORES, DAVID	\$ 162.46	Refund/Building Permit Fees/BS-26-22	Rfd 4/10/26	\$ 162.46
19301	109213 - JORDAN ROOF COMPANY	\$ 500.00	Refund/Recycling Deposit/CDD-25-366/6500 Grand Manan Dr	Rfd 4/10/26	\$ 500.00
19302	2790 - GOMEZ, MISSAEL	\$ 500.00	Refund/Recycling Deposit/CDD-25-389/4456 Avenida Carmel	Rfd 4/10/26	\$ 500.00
19303	2794 - KILLEEN, JAKOB	\$ 500.00	Refund/Recycling Deposit/CDD-26-37/6512 Biak St	Rfd 4/10/26	\$ 500.00
19304	2786 - KILLEEN, MICHAEL	\$ 500.00	Refund/Recycling Deposit/CDD-25-371/9386 Fernbury St	Rfd 4/10/26	\$ 500.00
19305	2796 - LAKE, JAMES	\$ 500.00	Refund/Recycling Deposit/CDD-25-379/11657 Wake Circle	Rfd 4/10/26	\$ 500.00
19306	2470 - LIVOTI, JENNIFER	\$ 500.00	Refund/Recycling Deposit/CDD-25-397/5621 Citrus Court	Rfd 4/10/26	\$ 500.00
19307	2797 - MALKA, SEM	\$ 500.00	Refund/Recycling Deposit/CDD-25-350/11630 Malden St	Rfd 4/10/26	\$ 500.00
19308	2555 - MARROQUIN, ANGELINA	\$ 500.00	Refund/Recycling Deposit/CDD-25-282/5666 Nelson St	Rfd 4/10/26	\$ 500.00
19309	2555 - MARROQUIN, ANGELINA	\$ 500.00	Refund/Recycling Deposit/CDD-26-80/5162 Citation Ave	Rfd(A) 4/10/26	\$ 500.00
19310	2798 - MARTINEZ, EDUARDO	\$ 500.00	Refund/Recycling Deposit/CDD-25-329/9442 Valley View St	Rfd 4/10/26	\$ 500.00
19311	2361 - MAZLOUM, FATEN & ELIAS	\$ 1,000.00	Refund/Recycling Deposit/CDD-25-298/9825 Saint George Circle	Rfd 4/10/26	\$ 1,000.00
19312	2793 - MELVIN, SUSAN	\$ 500.00	Refund/Recycling Deposit/CDD-26-15/4522 Rainier Dr	Rfd 4/10/26	\$ 500.00
19313	2109 - MILLER, MATT	\$ 500.00	Refund/Recycling Deposit/CDD-25-320/5793 Holmby Ct	Rfd 4/10/26	\$ 500.00
19314	2109 - MILLER, MATT	\$ 500.00	Refund/Recycling Deposit/CDD-25-300/11698 Onyx St	Rfd(A) 4/10/26	\$ 500.00

**City of Cypress
Payment Register
04/10/26 - 05/08/26**

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
19315	2792 - RASSAM, SARKIS	\$ 500.00	Refund/Recycling Deposit/CDD-26-50/4034 Selkirk Ct	Rfd 4/10/26	\$ 500.00
19316	2787 - SARMIENTO, ADHEMAR	\$ 402.50	Refund/Building Permit #BS-25-1727	Rfd 4/10/26	\$ 402.50
19317	1252 - TERRAZAS ROOFING KEVIN TERRAZAS	\$ 500.00	Refund/Recycling Deposit/CDD-25-279/5332 Yorkshire Dr	Rfd 4/10/26	\$ 500.00
19318	2795 - VANDUREN, CRAIG	\$ 500.00	Refund/Recycling Deposit/CDD-25-388/10417 Bedford Ct	Rfd 4/10/26	\$ 500.00
19319	128823 - PETTY CASH	\$ 49.54	Picture Frame(1)/Matting(1) 3/5	51014	\$ 49.54
19320	128823 - PETTY CASH	\$ 26.35	Postage/Repair Docking Station 3/18	51015	\$ 26.35
19321	128823 - PETTY CASH	\$ 40.49	W/C Disinfectant Wipes(6 Cans) 7/7	53366	\$ 40.49
19322	128823 - PETTY CASH	\$ 20.53	W/C Disinfectant Wipes(3 Cans) 9/29	53367	\$ 20.53
19323	128823 - PETTY CASH	\$ 10.91	W/C Disinfectant Wipes(4 Cans) 10/8	53368	\$ 10.91
19324	128823 - PETTY CASH	\$ 33.90	W/C Disinfectant Wipes(6 Cans) 1/2	53369	\$ 33.90
19325	128823 - PETTY CASH	\$ 90.00	Svc/Dry Clean/Tablecloths(15)/Sr Center 11/21	54009	\$ 90.00
19326	128823 - PETTY CASH	\$ 48.00	Svc/Dry Clean/Tablecloths(8)/Sr Center 12/5	54010	\$ 48.00
19327	128823 - PETTY CASH	\$ 90.00	Svc/Dry Clean/Tablecloths(15)/Sr Center 12/12	54011	\$ 90.00
19328	128823 - PETTY CASH	\$ 15.00	Svc/Dry Clean/Tablecloths(1)/Holiday Sing 12/18	54012	\$ 15.00
19329	128823 - PETTY CASH	\$ 96.00	Svc/Dry Clean/Tablecloths(16)/Sr Center 1/2	54013	\$ 96.00
19330	128823 - PETTY CASH	\$ 30.00	Svc/Dry Clean/Tablecloths(5)/Sr Center 1/8	54014	\$ 30.00
19331	128823 - PETTY CASH	\$ 48.00	Svc/Dry Clean/Tablecloths(8)/Sr Center 2/6	54015	\$ 48.00
19332	128823 - PETTY CASH	\$ 11.99	Food/Youth Sports 2/17	54016	\$ 11.99
19333	128823 - PETTY CASH	\$ 25.00	Svc/Dry Clean/Tablecloths(3)/Comm Center 2/27	54051	\$ 25.00
19334	128823 - PETTY CASH	\$ 96.00	Svc/Dry Clean/Tablecloths(16)/Sr Center 3/2	54017	\$ 96.00
19335	128823 - PETTY CASH	\$ 96.00	Svc/Dry Clean/Tablecloths(16)/Sr Center 3/12	54018	\$ 96.00
19336	128823 - PETTY CASH	\$ 96.00	Svc/Dry Clean/Tablecloths(16)/Sr Center 3/28	54019	\$ 96.00
19337	128823 - PETTY CASH	\$ 48.00	Svc/Dry Clean/Tablecloths(8)/Comm Center 3/24	54020	\$ 48.00
19338	2107 - BYER, TOM	\$ 500.00	Refund/Recycling Deposit/CDD-25-324/6268 Pitcairn St	Rfd(A) 4/10/26	\$ 500.00
19339	2787 - SARMIENTO, ADHEMAR	\$ 402.50	Refund/Building Permit #BS-25-1727	Reissue #19316	\$ 402.50
19340	1480 - ARCO BUSINESS SOLUTIONS	\$ 66.40	Fuel/Community Development 3/3-4/2	NP70286209	\$ 66.40
19341	1480 - ARCO BUSINESS SOLUTIONS	\$ 105.87	Fuel/Engineering 3/3-4/2	NP70286209(A)	\$ 105.87

**City of Cypress
Payment Register
04/10/26 - 05/08/26**

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
19342	1480 - ARCO BUSINESS SOLUTIONS	\$ 2,976.81	Fuel/Maint 3/3-4/2	NP70286209(B)	\$ 2,976.81
19343	1480 - ARCO BUSINESS SOLUTIONS	\$ 20,722.77	Fuel/Police 3/3-4/2	NP70286209(C)	\$ 20,722.77
19344	100505 - CITY OF CYPRESS-WORKERS COMP	\$ 2,264.66	Workers Comp Claims/Professional Svcs/#29149-29198	Reimb 4/24/26	\$ 2,264.66
19345	100505 - CITY OF CYPRESS-WORKERS COMP	\$ 5,882.95	Workers Comp Claims/Medical/#29149-29198	Reimb(A) 4/24/26	\$ 5,882.95
19346	100505 - CITY OF CYPRESS-WORKERS COMP	\$ 4,709.96	Workers Comp Claims/Permanent Disability/#29149-29198	Reimb(B) 4/24/26	\$ 4,709.96
19347	100505 - CITY OF CYPRESS-WORKERS COMP	\$ 4,297.80	Workers Comp Claims/Temporary Disability/#29149-29198	Reimb(C) 4/24/26	\$ 4,297.80
19348	2344 - DIAZ, EVER	\$ 500.00	Refund/Recycling Deposit/CDD-25-266/6927 Leilani Lane	Rfd 4/24/26	\$ 500.00
19349	2794 - KILLEEN, JAKOB	\$ 500.00	Refund/Recycling Deposit/CDD-25-276/8831 Sumner Place	Rfd 4/24/26	\$ 500.00
19350	120801 - MISSION SQUARE	\$ 525.00	W/C RHS 4/26	4/26	\$ 525.00
19351	120801 - MISSION SQUARE	\$ 16,185.00	Monthly Retiree Health Savings 4/26	4/26(A)	\$ 16,185.00
19352	120801 - MISSION SQUARE	\$ 1,200.00	Deferred Comp/Exec Mgmt 4/26	40a-4/26	\$ 1,200.00
19353	2805 - NAVAERA, ALMARIO	\$ 500.00	Refund/Recycling Deposit/CDD-26-11/9729 Avenida Monterey	Rfd 4/24/26	\$ 500.00
19354	2804 - ROJAS, NUMBERIANO	\$ 500.00	Refund/Recycling Deposit/CDD-26-51/10012 Saint Elizabeth Circle	Rfd 4/24/26	\$ 500.00
19355	1608 - ALARM PROGRAM SYSTEMS, LLC	\$ 959.15	PD Svc/Alarm Permit & False Alarm Collections 3/26	3/26	\$ 959.15
19356	1247 - HdL HINDERLITER, DE LLAMAS AND ASSOCIATES	\$ 1,412.66	Svc/Business License Tax Admin 3/26	MAR26	\$ 1,412.66
19357	100505 - CITY OF CYPRESS-WORKERS COMP	\$ 3,477.54	Workers Comp Claims/Professional Svcs/#29199-29210	Reimb(D) 4/24/26	\$ 3,477.54
19358	100505 - CITY OF CYPRESS-WORKERS COMP	\$ 37,873.97	Workers Comp Claims/Medical/#29199-29210	Reimb(E) 4/24/26	\$ 37,873.97
19359	2793 - MELVIN, SUSAN	\$ 500.00	Refund/Recycling Deposit/CDD-26-3/10292 Aurelia Ave	Rfd 4/24/26	\$ 500.00
19360	2793 - MELVIN, SUSAN	\$ 500.00	Refund/Recycling Deposit/CDD-22-228/6938 Leilani Lane	Rfd(A) 4/24/26	\$ 500.00
19361	145 - AUSTIN, CHERYL	\$ 56.52	W/C Retiree Health Care Benefits 5/26	5/26	\$ 56.52
19362	128744 - AYRES, RICHARD	\$ 300.00	Retiree Health Care Benefits 5/26	5/26	\$ 300.00
19363	102038 - BALDWIN, DARRELL	\$ 300.00	Retiree Health Care Benefits 5/26	5/26	\$ 300.00
19364	102087 - BISH, EDWARD	\$ 300.00	Retiree Health Care Benefits 5/26	5/26	\$ 300.00
19365	100101 - BRUCE, THOMAS M	\$ 300.00	Retiree Health Care Benefits 5/26	5/26	\$ 300.00
19366	122419 - CLEMONS, MARK	\$ 350.00	Retiree Health Care Benefits 5/26	5/26	\$ 350.00
19367	129695 - COTE, ROBERT	\$ 300.00	Retiree Health Care Benefits 5/26	5/26	\$ 300.00
19368	128938 - COX, RODNEY	\$ 123.85	Retiree Health Care Benefits 5/26	5/26	\$ 123.85

**City of Cypress
Payment Register
04/10/26 - 05/08/26**

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
19369	104003 - ESSEX, CLARE	\$ 706.40	Retiree Health Care Benefits 5/26	5/26	\$ 706.40
19370	129816 - FOSTER, SCOTT	\$ 300.00	Retiree Health Care Benefits 5/26	5/26	\$ 300.00
19371	112187 - HEALY, BRIAN	\$ 50.07	Retiree Health Care Benefits 5/26	5/26	\$ 50.07
19372	100667 - LASSALLE, ISMAEL	\$ 300.00	Retiree Health Care Benefits 5/26	5/26	\$ 300.00
19373	129700 - MCSHANE, CHRIS	\$ 232.96	Retiree Health Care Benefits 5/26	5/26	\$ 232.96
19374	122 - MORROW, RICHARD L	\$ 300.00	Retiree Health Care Benefits 5/26	5/26	\$ 300.00
19375	391 - NASSER, JOY	\$ 150.00	W/C Retiree Health Care Benefits 5/26	5/26	\$ 150.00
19376	129608 - OLSON, JAMES	\$ 300.00	Retiree Health Care Benefits 5/26	5/26	\$ 300.00
19377	128784 - RAMSEY, KENNETH	\$ 125.00	Retiree Health Care Benefits 5/26	5/26	\$ 125.00
19378	119027 - RAMSEY, STEVE	\$ 300.00	Retiree Health Care Benefits 5/26	5/26	\$ 300.00
19379	130138 - TIMNEY, MATTHEW	\$ 350.00	Retiree Health Care Benefits 5/26	5/26	\$ 350.00
19380	1024 - VALLEY VISTA SERVICES, INC	\$ 250,101.72	Waste Disposal Fee 3/26	3/26	\$ 250,101.72
19381	40 - WARLAND INVESTMENTS COMPANY	\$ 37,500.00	Development Assistance 5/26	5/26	\$ 37,500.00
19382	122756 - WINTERSOLE, MICHAEL	\$ 300.00	Retiree Health Care Benefits 5/26	5/26	\$ 300.00
19383	2170 - US BANK	\$ 1,091.35	PD Emergency Meals(312)/First Responders 3/17	0076 4/10/26	\$ 1,091.35
19384	2170 - US BANK	\$ 300.00	PD Reg/Driver Training/AS & MM & TM & BL 4/22	0076(A) 4/10/26	\$ 300.00
19385	2170 - US BANK	\$ 190.53	PD Reg/Unmanned Aircraft System Managers Course/CR 3/30	0076(B) 4/10/26	\$ 190.53
19386	2170 - US BANK	\$ 459.00	PD Reg/Critical Incident Response/HA 6/8-6/9	0076(C) 4/10/26	\$ 459.00
19387	2170 - US BANK	\$ 255.00	PD Reg/Firearms Semi-Auto Pistol Course/JW 6/18	0076(D) 4/10/26	\$ 255.00
19388	2170 - US BANK	\$ 18.85	Supplies/Employee Service Awards 3/12	0205 4/10/26	\$ 18.85
19389	2170 - US BANK	\$ 1,720.46	Food Truck/Habit/Employee Service Awards Luncheon 3/17	0205(A) 4/10/26	\$ 1,720.46
19390	2170 - US BANK	\$ 199.99	W/C Dispatcher of the Year Award(1) 3/19	0781 4/10/26	\$ 199.99
19391	2170 - US BANK	\$ 341.02	W/C Hotel Deposit/CentralSquare Conference/LM 3/15	0781(A) 4/10/26	\$ 341.02
19392	2170 - US BANK	\$ 341.02	W/C Hotel Deposit/CentralSquare Conference/CF 3/15	0781(B) 4/10/26	\$ 341.02
19393	2170 - US BANK	\$ 17.40	W/C Sub/Business Analytics/Reporting Software 3/7-4/6	0781(C) 4/10/26	\$ 17.40
19394	2170 - US BANK	\$ 1,137.54	W/C Hotel/CentralSquare Conference/LM 3/16-3/18	0781(D) 4/10/26	\$ 1,137.54
19395	2170 - US BANK	\$ 1,137.54	W/C Hotel/CentralSquare Conference/CF 3/16-3/18	0781(E) 4/10/26	\$ 1,137.54

**City of Cypress
Payment Register
04/10/26 - 05/08/26**

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
19396	2170 - US BANK	\$ 149.99	W/C Svc/Satellite TV 3/25-4/24	0781(F) 4/10/26	\$ 149.99
19397	2170 - US BANK	\$ 24.69	W/C Data Storage/Amazon Cloud 3/26	0781(G) 4/10/26	\$ 24.69
19398	2170 - US BANK	\$ 20.46	Frame(1)/Women's Club Volunteer 3/9	1099 4/10/26	\$ 20.46
19399	2170 - US BANK	\$ 27.94	Keyboard Cushion(1) 3/11	1099(A) 4/10/26	\$ 27.94
19400	2170 - US BANK	\$ 15.07	Mouse/Wrist Rest(1) 3/11	1099(B) 4/10/26	\$ 15.07
19401	2170 - US BANK	\$ 650.15	Desk Chairs(3)/Dry Erase Board(1)/Misc 3/12	1099(C) 4/10/26	\$ 650.15
19402	2170 - US BANK	\$ 300.00	Dues/CA Municipal Clerks Assoc/LB 7/1/26-6/30/27	1099(D) 4/10/26	\$ 300.00
19403	2170 - US BANK	\$ 300.00	Dues/CA Municipal Clerks Assoc/RM 7/1/26-6/30/27	1099(E) 4/10/26	\$ 300.00
19404	2170 - US BANK	\$ 341.81	2026 CA Election Manual(1) 3/16	1099(F) 4/10/26	\$ 341.81
19405	2170 - US BANK	\$ (9.20)	Credit/Purse Hooks(2)	1099(G) 4/10/26	\$ (9.20)
19406	2170 - US BANK	\$ 58.52	Business Card Holder(1)/Purse Holders(2) 3/27	1099(H) 4/10/26	\$ 58.52
19407	2170 - US BANK	\$ 82.13	Ergonomic Mouse(1)/Book Stands(2) 4/3	1099(I) 4/10/26	\$ 82.13
19408	2170 - US BANK	\$ (39.04)	Credit/Office Supplies 4/9	1099(J) 4/10/26	\$ (39.04)
19409	2170 - US BANK	\$ 52.01	Dues/Women Leading Government Assoc/SS 4/8/26-4/7/27	1237 4/10/26	\$ 52.01
19410	2170 - US BANK	\$ 100.00	Reg/Women Leading Government Master Classes(10) 1/8/26-10/1/26	1237(A) 4/10/26	\$ 100.00
19411	2170 - US BANK	\$ 166.94	PD Tabletop Gear Stands(2)/SWAT 4/10	1378 4/10/26	\$ 166.94
19412	2170 - US BANK	\$ 15.00	Parking Fee/CA Parks & Rec Society Conf/ER 3/11	1504 4/10/26	\$ 15.00
19413	2170 - US BANK	\$ 15.00	Parking Fee/CA Parks & Rec Society Conf/IK 3/11	2379 4/10/26	\$ 15.00
19414	2170 - US BANK	\$ 15.00	Parking Fee/CA Parks & Rec Society Conf/IK 3/12	2379(A) 4/10/26	\$ 15.00
19415	2170 - US BANK	\$ 18.32	Supplies/Gift Card(1)/Target/Service Awards Luncheon 3/10	2873 4/10/26	\$ 18.32
19416	2170 - US BANK	\$ 39.64	Supplies/Employee Service Awards Luncheon 3/10	2873(A) 4/10/26	\$ 39.64
19417	2170 - US BANK	\$ 49.98	Food/Service Awards Luncheon 3/10	2873(B) 4/10/26	\$ 49.98
19418	2170 - US BANK	\$ 12.99	Food/Service Awards Luncheon 3/10	2873(C) 4/10/26	\$ 12.99
19419	2170 - US BANK	\$ 39.32	Food/Service Awards Luncheon 3/10	2873(D) 4/10/26	\$ 39.32
19420	2170 - US BANK	\$ 8.61	Supplies/Service Awards Luncheon 3/13	2873(E) 4/10/26	\$ 8.61
19421	2170 - US BANK	\$ 24.64	Supplies/Service Awards Luncheon 3/13	2873(F) 4/10/26	\$ 24.64
19422	2170 - US BANK	\$ 100.00	Gift Cards(10)/Target/Service Awards Luncheon 3/16	2873(G) 4/10/26	\$ 100.00

**City of Cypress
Payment Register
04/10/26 - 05/08/26**

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
19423	2170 - US BANK	\$ 64.64	Supplies/Employee Breakroom 3/16	2873(H) 4/10/26	\$ 64.64
19424	2170 - US BANK	\$ 83.94	Food/Service Awards Luncheon 3/16	2873(I) 4/10/26	\$ 83.94
19425	2170 - US BANK	\$ 4.83	Supplies/Service Awards Luncheon 3/16	2873(J) 4/10/26	\$ 4.83
19426	2170 - US BANK	\$ 77.97	Food/Service Awards Luncheon 3/17	2873(K) 4/10/26	\$ 77.97
19427	2170 - US BANK	\$ 76.10	Supplies/Employee Breakroom 3/19	2873(L) 4/10/26	\$ 76.10
19428	2170 - US BANK	\$ 41.31	Office Supplies/HR 3/19	2873(M) 4/10/26	\$ 41.31
19429	2170 - US BANK	\$ 139.56	Supplies/Employee Breakroom 3/24	2873(N) 4/10/26	\$ 139.56
19430	2170 - US BANK	\$ 50.62	Supplies/Employee Breakroom 3/25	2873(O) 4/10/26	\$ 50.62
19431	2170 - US BANK	\$ 16.15	Office Supplies/HR 4/1	2873(P) 4/10/26	\$ 16.15
19432	2170 - US BANK	\$ 47.87	Office Supplies/HR 4/1	2873(Q) 4/10/26	\$ 47.87
19433	2170 - US BANK	\$ 52.23	Food/Business Visitation Program Meeting/Murray Co 3/9	3630 4/10/26	\$ 52.23
19434	2170 - US BANK	\$ 595.00	Reg/CA Local Economic Development Conf/CW 4/15-4/17	3630(A) 4/10/26	\$ 595.00
19435	2170 - US BANK	\$ 99.13	Custom Banner(1)/Planning 3/16	3630(B) 4/10/26	\$ 99.13
19436	2170 - US BANK	\$ 450.00	Sub/Real Estate Data Platform/Economic Development/CW 4/26	3630(C) 4/10/26	\$ 450.00
19437	2170 - US BANK	\$ 84.98	PD Field Training Officer Pins(10 Prs) 3/12	4142 4/10/26	\$ 84.98
19438	2170 - US BANK	\$ 779.03	PD AED Electrode Pads(3) 4/8	4142(A) 4/10/26	\$ 779.03
19439	2170 - US BANK	\$ 93.35	PD Dog Food(1 Bag)/Bono 3/27	4289 4/10/26	\$ 93.35
19440	2170 - US BANK	\$ 161.69	Flowers(4 Flats)/City Hall Landscaping 3/25	4347 4/10/26	\$ 161.69
19441	2170 - US BANK	\$ 15.00	Parking Fee/CA Parks & Rec Society Conf/TB 3/12	5178 4/10/26	\$ 15.00
19442	2170 - US BANK	\$ 9.69	Supplies/Senior Camp 3/25	5178(A) 4/10/26	\$ 9.69
19443	2170 - US BANK	\$ 26.91	Supplies/Senior Camp 3/25	5178(B) 4/10/26	\$ 26.91
19444	2170 - US BANK	\$ 32.19	Supplies/Senior Camp 3/26	5178(C) 4/10/26	\$ 32.19
19445	2170 - US BANK	\$ 6.45	Supplies/Senior Camp 3/27	5178(D) 4/10/26	\$ 6.45
19446	2170 - US BANK	\$ 39.85	Supplies/Senior Camp 3/27	5178(E) 4/10/26	\$ 39.85
19447	2170 - US BANK	\$ 27.99	Supplies/Senior Camp 3/27	5178(F) 4/10/26	\$ 27.99
19448	2170 - US BANK	\$ 33.95	Supplies/Senior Camp 3/27	5178(G) 4/10/26	\$ 33.95
19449	2170 - US BANK	\$ 18.86	Supplies/Senior Camp 3/30	5178(H) 4/10/26	\$ 18.86

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EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
19450	2170 - US BANK	\$ 6.45	Tabbed Dividers(6 Sets)/Sr Center Resource Fair 4/1	5178(I) 4/10/26	\$ 6.45
19451	2170 - US BANK	\$ 10.23	Supplies/Sr Chair Volleyball 4/10	5178(J) 4/10/26	\$ 10.23
19452	2170 - US BANK	\$ 700.54	iPad(1)/Case(1)/LM 3/30	5350 4/10/26	\$ 700.54
19453	2170 - US BANK	\$ 720.00	Sub/Multi-Factor Authentication/IT 3/28/26-3/28/27	5350(A) 4/10/26	\$ 720.00
19454	2170 - US BANK	\$ 138.98	Power Supply(1)/Network Switch(1)/Arnold Cypress Park WiFi 4/9	5350(B) 4/10/26	\$ 138.98
19455	2170 - US BANK	\$ 91.98	Food/Day Camp 3/11	5497 4/10/26	\$ 91.98
19456	2170 - US BANK	\$ 4.85	Supplies/Playground/Kids Night Out 3/11	5497(A) 4/10/26	\$ 4.85
19457	2170 - US BANK	\$ 16.00	Parking Fee/CA Parks & Rec Society Conf/VB 3/10	5497(B) 4/10/26	\$ 16.00
19458	2170 - US BANK	\$ 53.61	Food/Playground/Kids Night Out 3/13	5497(C) 4/10/26	\$ 53.61
19459	2170 - US BANK	\$ 887.15	Deposit/Excursion(71)/Dave & Buster's/Day Camp 7/8	5497(D) 4/10/26	\$ 887.15
19460	2170 - US BANK	\$ 85.10	Supplies/Teens Program 3/18	5497(E) 4/10/26	\$ 85.10
19461	2170 - US BANK	\$ 32.16	Food/Teens Program 3/20	5497(F) 4/10/26	\$ 32.16
19462	2170 - US BANK	\$ 18.31	Supplies/Teen Program 3/23	5497(G) 4/10/26	\$ 18.31
19463	2170 - US BANK	\$ 50.60	Supplies/Teen Program 3/23	5497(H) 4/10/26	\$ 50.60
19464	2170 - US BANK	\$ 150.00	Deposit/Excursion(60)/Discovery Cube/Day Camp 7/15	5497(I) 4/10/26	\$ 150.00
19465	2170 - US BANK	\$ 69.00	Reg/First Aid/CPR/GK 4/27	5497(J) 4/10/26	\$ 69.00
19466	2170 - US BANK	\$ 31.00	Supplies/Employee of the Quarter/Comm Center 4/6	5497(K) 4/10/26	\$ 31.00
19467	2170 - US BANK	\$ 387.90	Deposit/Excursion(60)/AMF Bowling/Day Camp 7/22	5497(L) 4/10/26	\$ 387.90
19468	2170 - US BANK	\$ 21.54	Supplies/Playground/Kids Night Out 4/10	5497(M) 4/10/26	\$ 21.54
19469	2170 - US BANK	\$ 171.00	Imprinted Sweatshirts(3)/City Giveaways 3/16	5530 4/10/26	\$ 171.00
19470	2170 - US BANK	\$ 242.44	Dinner(25)/Loft Grill/Citizens Academy 3/11	5530(A) 4/10/26	\$ 242.44
19471	2170 - US BANK	\$ 293.63	Dinner/Red Robin/Council Meeting 3/10	5530(B) 4/10/26	\$ 293.63
19472	2170 - US BANK	\$ 25.00	Gift Card(1)/Rainbow Cone/Americana Awards Basket 3/11	5530(C) 4/10/26	\$ 25.00
19473	2170 - US BANK	\$ 26.94	Dinner(25)/Loft Grill/Citizens Academy 3/11	5530(D) 4/10/26	\$ 26.94
19474	2170 - US BANK	\$ 28.03	Supplies/Americana Awards Basket 3/13	5530(E) 4/10/26	\$ 28.03
19475	2170 - US BANK	\$ 31.25	Fee/New Logo Set-Up/Lands End 3/14	5530(F) 4/10/26	\$ 31.25
19476	2170 - US BANK	\$ 356.70	Dinner(25)/Board & Brew/Citizens Academy 3/18	5530(G) 4/10/26	\$ 356.70

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19477	2170 - US BANK	\$ 15.82	Facebook Ad(1)/City Events 3/23	5530(H) 4/10/26	\$ 15.82
19478	2170 - US BANK	\$ 230.00	Sub/Mailchimp/Email Distribution 3/26	5530(I) 4/10/26	\$ 230.00
19479	2170 - US BANK	\$ 16.16	Supplies/City Giveaways 3/25	5530(K) 4/10/26	\$ 16.16
19480	2170 - US BANK	\$ 1,020.00	Sub/GoTo Webinar/Virtual Council Meetings 3/26/26-3/26/27	5530(L) 4/10/26	\$ 1,020.00
19481	2170 - US BANK	\$ 134.69	Flowers/City Manager Welcome 3/26	5530(M) 4/10/26	\$ 134.69
19482	2170 - US BANK	\$ 384.11	Food/Paris Baguette/City Manager Welcome 3/30	5530(N) 4/10/26	\$ 384.11
19483	2170 - US BANK	\$ 800.00	Reg(1 Table)/Cypress Chamber 2026 Business Awards 5/7	5530(O) 4/10/26	\$ 800.00
19484	2170 - US BANK	\$ 600.00	Reg(6)/Cypress Police Appreciation Lunch 5/19	5530(P) 4/10/26	\$ 600.00
19485	2170 - US BANK	\$ 434.84	Dinner(25)/Taco Masa/Citizens Academy 4/1	5530(Q) 4/10/26	\$ 434.84
19486	2170 - US BANK	\$ 25.00	Reg/Cypress Chamber Networking Breakfast/LM 4/14	5530(R) 4/10/26	\$ 25.00
19487	2170 - US BANK	\$ 50.00	Gift Card(1)/Costco/JFK Scholarship Auction Basket 4/1	5530(S) 4/10/26	\$ 50.00
19488	2170 - US BANK	\$ 242.05	Lunch(7)/A'Roma/Team Building/Executive Team 4/1	5530(T) 4/10/26	\$ 242.05
19489	2170 - US BANK	\$ 37.79	Supplies/City Manager Office 4/7	5530(U) 4/10/26	\$ 37.79
19490	2170 - US BANK	\$ 257.99	Supplies/Costco/Council Meeting 4/6	5530(V) 4/10/26	\$ 257.99
19491	2170 - US BANK	\$ 31.44	Facial Tissue(12 Bxs)/Admin 4/16	5530(W) 4/10/26	\$ 31.44
19492	2170 - US BANK	\$ 65.00	Reg/OCFA Best and Bravest Awards/DB 5/29	5530(X) 4/10/26	\$ 65.00
19493	2170 - US BANK	\$ 165.69	Imprinted Bags(50)/Ribbon(1 RI)/City Giveaways 4/20	5530(Y) 4/10/26	\$ 165.69
19494	2170 - US BANK	\$ 476.15	Dinner(30)/Red Robin/Citizens Academy 4/8	5530(Z) 4/10/26	\$ 476.15
19495	2170 - US BANK	\$ 26.29	Lunch Meeting(4)/Valley Vista/LM & RCS & SDL & NM 4/9	5530(ZZ) 4/10/26	\$ 26.29
19496	2170 - US BANK	\$ 299.95	Dinner/Togo's/Council Meeting 3/24	5530(J) 4/10/26	\$ 299.95
19497	2170 - US BANK	\$ 35.44	PD Binders(6) 3/25	6557 4/10/26	\$ 35.44
19498	2170 - US BANK	\$ 174.73	PD Reg/Mothers Against Drunk Driving Awards/CR & MC & CS 5/7	2790 4/10/26	\$ 174.73
19499	2170 - US BANK	\$ 19.84	Supplies/Sr Center 3/10	7072 4/10/26	\$ 19.84
19500	2170 - US BANK	\$ 30.79	Food/Sr Center 3/10	7072(A) 4/10/26	\$ 30.79
19501	2170 - US BANK	\$ 41.34	Food/Sr Center 3/10	7072(B) 4/10/26	\$ 41.34
19502	2170 - US BANK	\$ 375.00	Food/Sr Center 3/13	7072(C) 4/10/26	\$ 375.00
19503	2170 - US BANK	\$ 69.00	Reg/First Aid/CPR/MC 3/17	7072(D) 4/10/26	\$ 69.00

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EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
19504	2170 - US BANK	\$ 12.92	Supplies/Sr Center 3/26	7072(E) 4/10/26	\$ 12.92
19505	2170 - US BANK	\$ 50.00	Reg/Women In Leisure Leadership Conference/AT 3/24	7072(F) 4/10/26	\$ 50.00
19506	2170 - US BANK	\$ 16.00	Parking Fee/CA Parks & Rec Society Conf/JD 3/12	7667 4/10/26	\$ 16.00
19507	2170 - US BANK	\$ 15.00	Parking Fee/CA Parks & Rec Society Conf/GZ 3/11	8550 4/10/26	\$ 15.00
19508	2170 - US BANK	\$ 131.69	Supplies/Pickleball Tournament/Arnold Cypress Park 3/4	8550(A) 4/10/26	\$ 131.69
19509	2170 - US BANK	\$ 38.56	Supplies/Spring Egg Hunt 3/20	8550(B) 4/10/26	\$ 38.56
19510	2170 - US BANK	\$ 71.64	Supplies/Spring Egg Hunt 3/19	8550(C) 4/10/26	\$ 71.64
19511	2170 - US BANK	\$ 157.27	Supplies/Spring Egg Hunt 3/25	8550(D) 4/10/26	\$ 157.27
19512	2170 - US BANK	\$ 136.74	Supplies/Spring Egg Hunt 3/24	8550(E) 4/10/26	\$ 136.74
19513	2170 - US BANK	\$ 113.72	Supplies/Spring Egg Hunt Contest Basket 3/26	8550(F) 4/10/26	\$ 113.72
19514	2170 - US BANK	\$ 35.93	Supplies/Spring Egg Hunt Contest Basket 3/26	8550(G) 4/10/26	\$ 35.93
19515	2170 - US BANK	\$ 255.24	Supplies/Spring Egg Hunt Contest Basket 3/27	8550(H) 4/10/26	\$ 255.24
19516	2170 - US BANK	\$ 13.10	Supplies/Spring Egg Hunt Contest Basket 3/27	8550(I) 4/10/26	\$ 13.10
19517	2170 - US BANK	\$ 98.86	Supplies/Pickleball Tournament/Arnold Cypress Park 3/27	8550(J) 4/10/26	\$ 98.86
19518	2170 - US BANK	\$ 79.60	Supplies/Pickleball Tournament/Arnold Cypress Park 4/1	8550(K) 4/10/26	\$ 79.60
19519	2170 - US BANK	\$ 69.00	Reg/First Aid/CPR/NR 4/1	8550(L) 4/10/26	\$ 69.00
19520	2170 - US BANK	\$ 24.17	Supplies/Pickleball Tournament/Arnold Cypress Park 4/7	8550(M) 4/10/26	\$ 24.17
19521	2170 - US BANK	\$ 120.60	Supplies/Youth Sports 4/8	8550(N) 4/10/26	\$ 120.60
19522	2170 - US BANK	\$ 430.70	Supplies/First Aid/Youth Sports 4/8	8550(O) 4/10/26	\$ 430.70
19523	2170 - US BANK	\$ 40.71	Supplies/Pickleball Tournament/Arnold Cypress Park 4/9	8550(P) 4/10/26	\$ 40.71
19524	2170 - US BANK	\$ 1,903.58	PD Shared Cost/Onsite Trimble Forensic Training/STAR Team 3/13	8578 4/10/26	\$ 1,903.58
19525	2170 - US BANK	\$ 1,299.44	Refrigerator(1)/City Hall Breakroom 3/30	8756 4/10/26	\$ 1,299.44
19526	2170 - US BANK	\$ 775.47	Reg/American Public Works Institute Conference/KC 5/26-5/28	8806 4/10/26	\$ 775.47
19527	2170 - US BANK	\$ 15.00	Parking Fee/CA Parks & Rec Society Conf/CP 3/11	9103 4/10/26	\$ 15.00
19528	2170 - US BANK	\$ 10.00	Gift Card(1)/Flat White Coffee/Egg Hunt Contest Basket 3/25	9103(A) 4/10/26	\$ 10.00
19529	2170 - US BANK	\$ 10.00	Gift Card(1)/Target/Egg Hunt Contest Basket 3/25	9103(B) 4/10/26	\$ 10.00
19530	2170 - US BANK	\$ 10.00	Gift Card(1)/Big 5/Egg Hunt Contest Basket 3/25	9103(C) 4/10/26	\$ 10.00

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EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
19531	2170 - US BANK	\$ 10.00	Gift Card(1)/Board & Brew/Egg Hunt Contest Basket 3/26	9103(D) 4/10/26	\$ 10.00
19532	2170 - US BANK	\$ 10.00	Gift Card(1)/Rainbow Cone/Egg Hunt Contest Basket 3/25	9103(E) 4/10/26	\$ 10.00
19533	2170 - US BANK	\$ 183.16	Whiteboard(1)/TA 3/11	9131 4/10/26	\$ 183.16
19534	2170 - US BANK	\$ 245.29	County Fee/Plan Check/Myra PS #1 3/11	9131(A) 4/10/26	\$ 245.29
19535	2170 - US BANK	\$ 200.00	County Fee/Plan Check/Myra PS #1 3/11	9131(B) 4/10/26	\$ 200.00
19536	2170 - US BANK	\$ 8.60	Indoor Thermometer(1)/Engineering 3/27	9131(C) 4/10/26	\$ 8.60
19537	2170 - US BANK	\$ 10.00	Svc/Box/Staff Document Review/Engineering 3/29-4/28	9131(D) 4/10/26	\$ 10.00
19538	2170 - US BANK	\$ 39.87	Wireless Clicker(1)/Engineering 4/1	9131(E) 4/10/26	\$ 39.87
19539	2170 - US BANK	\$ 28.52	Reg/OC Traffic Engineering Council Meeting/NM 4/23	9131(F) 4/10/26	\$ 28.52
19540	2170 - US BANK	\$ 28.52	Reg/OC Traffic Engineering Council Meeting/DC 4/23	9131(G) 4/10/26	\$ 28.52
19541	2170 - US BANK	\$ 52.68	Bookcase Clips(2)/Sr Center 3/16	9213 4/10/26	\$ 52.68
19542	2170 - US BANK	\$ 15.00	Parking Fee/CA Parks & Rec Society Conf/SG 3/11	9213(A) 4/10/26	\$ 15.00
19543	2170 - US BANK	\$ 2.69	Supplies/Senior Camp 3/31	9213(C) 4/10/26	\$ 2.69
19544	2170 - US BANK	\$ 915.04	Handheld Fans(110)/Sr Center Volunteer Gifts 4/1	9213(D) 4/10/26	\$ 915.04
19545	2170 - US BANK	\$ 58.16	Supplies/Sr Center 4/8	9213(E) 4/10/26	\$ 58.16
19546	2170 - US BANK	\$ 193.91	Decor/Sr Center Volunteer Recognition Event 3/25	9213(B) 4/10/26	\$ 193.91
19547	2170 - US BANK	\$ 128.22	PD Banner Update(7)/Open House 3/26	9631 4/10/26	\$ 128.22
19548	2170 - US BANK	\$ 17.88	PD Certificate Holders(48)/PACE 4/10	9631(A) 4/10/26	\$ 17.88
19549	2170 - US BANK	\$ 74.33	PD Supplies/Homeless Outreach 3/10	9656 4/10/26	\$ 74.33
19550	2170 - US BANK	\$ 6.24	PD Bottled Water(35 Btls)/Homeless Outreach 3/11	9656(A) 4/10/26	\$ 6.24
19551	2170 - US BANK	\$ 48.72	PD Meal Kits(24)/Homeless Outreach 3/10	9656(B) 4/10/26	\$ 48.72
19552	2170 - US BANK	\$ 53.77	PD First Aid Kits(24)/Homeless Outreach 3/10	9656(C) 4/10/26	\$ 53.77
19553	2170 - US BANK	\$ (266.14)	Credit/Bill Counter(1)/Finance 3/11	8972 4/10/26	\$ (266.14)
19554	2170 - US BANK	\$ 60.00	Dues/CA Society of Municipal Finance Officers/ST 2026	8972(A) 4/10/26	\$ 60.00
19555	2170 - US BANK	\$ 105.00	Reg/Government Finance Officers Assoc GASB 103 Training/NR 4/13	8972(B) 4/10/26	\$ 105.00
19556	2170 - US BANK	\$ 592.61	Bill Counter(1)/Finance 3/26	8972(C) 4/10/26	\$ 592.61
19557	2170 - US BANK	\$ 15.00	Parking Fee/CA Parks & Rec Society Conf/NG 3/11	9693 4/10/26	\$ 15.00

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19558	2170 - US BANK	\$ 15.00	Parking Fee/CA Parks & Rec Society Conf/NG 3/12	9693(A) 4/10/26	\$ 15.00
19559	2170 - US BANK	\$ 10.74	Clock(1)/Comm Center 4/2	9693(B) 4/10/26	\$ 10.74
19560	2170 - US BANK	\$ 299.48	PD USB Drives(3)/External Hard Drives(2)/Investigations 4/2	9844 4/10/26	\$ 299.48
19561	2170 - US BANK	\$ 136.92	PD External Hard Drive(1)/Investigations 4/7	9844(A) 4/10/26	\$ 136.92
19562	2170 - US BANK	\$ 32.78	PD Blue Lollipops(180)/Open House Giveaways 3/26	2790(A) 4/10/26	\$ 32.78
19563	168 - CalPERS-Fiscal Services Division	\$ 3,167.31	Pension Payment/Replacement Benefit Fund/COLA Adjustment 2026	18273778	\$ 3,167.31
19564	116005 - PERS - PUBLIC EMPLOYEES RETIREMENT SYS	\$ 208,654.23	Med Insurance/City & Dist 5/26	18276613	\$ 208,654.23
19565	116005 - PERS - PUBLIC EMPLOYEES RETIREMENT SYS	\$ 19,768.62	Med Insurance/West Comm 5/26	18275490	\$ 19,768.62
19566	2813 - LINNERT ROOFING INC	\$ 118.90	Refund/Building Permit BS-26-360	Rfd 5/8/26	\$ 118.90
19567	2814 - MCCAIN, JACK	\$ 222.72	Refund/Building Permit BS-25-2050	Rfd 5/8/26	\$ 222.72
19316	2787 - SARMIENTO, ADHEMAR	\$ (402.50)	Void/Refund/Building Permit #BS-25-1727	Rfd 4/10/26	\$ (402.50)
70369	1325 - CENTURY PAVING, INC	\$ 164,252.38	Final/Parking Lot Sealant/Sr Center & Oak Knoll Park 11/25	19487	\$ 164,252.38
70370	2218 - READWRITE EDUCATIONAL SOLUTIONS INC	\$ 289.25	Instruct/Reading & Math Development 9/29-10/15	10/15/25	\$ 289.25
70371	119018 - GOLDEN STATE WATER COMPANY	\$ 15,329.98	Svc/Athletic Fields 1/26-3/26	1/26-3/26(A)	\$ 507.62
			Svc/Parkway Maint 1/26-3/26	1/26-3/26(C)	\$ 5,979.05
			Svc/Parkway Maint 12/25-2/26	12/25-2/26(E)	\$ 6,458.38
			Svc/Parkway Maint 2/26-3/26	2/26-3/26(B)	\$ 881.06
			Svc/Storm Drain 1/26-3/26	1/26-3/26	\$ 1,503.87
70372	1779 - LINSKOTT LAW & GREENSPAN ENGINEERS LG2WB	\$ 114,250.75	Svc/Traffic Engineering 7/25	14704-00101	\$ 13,195.00
			Svc/Traffic Engineering 8/25	14704-00102	\$ 9,086.00
			Svc/Traffic Engineering 9/25	14704-00103	\$ 14,580.00
			Svc/Traffic Engineering 1/26	14704-00108	\$ 19,771.25
			Svc/Traffic Engineering 10/25	14704-00104	\$ 16,444.50
			Svc/Traffic Engineering 11/25	14704-00105	\$ 16,904.00
			Svc/Traffic Engineering 12/25	14704-00107	\$ 24,270.00
70373	100876 - MOEN, KATHI	\$ 73.40	W/C Meal/Mileage/Wellness in Public Safety 2/25	Reissue 4/14/26	\$ 26.65
			W/C Reimb/Active Shooter Situations 3/1	Reissue Ck#70213	\$ 46.75
70374	119016 - SO CAL EDISON	\$ 476.60	700351486618 Svc/Willow Park 2/26	2/26(G)	\$ 476.60
70375	1346 - A1 TEST ONLY & SMOG	\$ 205.00	Svc/Smog Test/Unit #118	034976 4/6/26	\$ 70.00
			Svc/Smog Test/Unit #164	1250475 3/26/26	\$ 45.00
			Svc/Smog Test/Unit #632	1106846 4/8/26	\$ 45.00
			Svc/Smog Test/Unit #802	1218593 4/7/26	\$ 45.00
70376	290 - AC EXCHANGE AUTO	\$ 1,290.60	Replace/Radiator & Thermostat/Unit #626	055453	\$ 1,290.60
70377	106914 - ADMINISURE	\$ 3,689.00	Workers Comp Claims Admin 5/26	18762	\$ 3,689.00

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EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
70378	2711 - AIREMASTERS AIR CONDITIONING	\$ 190,754.79	Replace/HVAC City Hall East Wing 3/26	1906A-05	\$ 190,754.79
70379	270 - AITHAL, DARSHINI	\$ 480.35	Instruct/Painting 2/11-3/16	3/16/26	\$ 480.35
70380	130335 - AKM CONSULTING ENGINEERS	\$ 24,814.00	Svc/Update Sanitary Sewer Master Plan 3/26	0013943	\$ 24,814.00
70381	100723 - ALESHIRE & WYNDER, LLP	\$ 42,844.27	Legal Svc/Code Enforcement 2/26	103950	\$ 255.50
			Legal Svc/Engineering 2/26	103946	\$ 1,712.90
			Legal Svc/Finance 2/26	103947	\$ 55.00
			Legal Svc/General Admin 2/26	103942	\$ 5,953.50
			Legal Svc/HR 2/26	103944	\$ 8,718.40
			Legal Svc/Marquez 2/26	103951	\$ 2,817.50
			Legal Svc/Planning 2/26	103945	\$ 275.00
			Legal Svc/Police 2/26	103949	\$ 440.00
			Legal Svc/Recreation 2/26	103948	\$ 1,309.00
			Litigation Svc/Coronado 1/26	102990	\$ 13,554.00
			Litigation Svc/Coronado 12/25	102433	\$ 1,356.70
			Litigation Svc/Coronado 2/26	103956	\$ 7.57
			Litigation Svc/Esquivel 2/26	103953	\$ 3,350.30
			Litigation Svc/General Admin 2/26	103943	\$ 425.70
			Litigation Svc/Luevano 11/25	101161	\$ 2,613.20
70382	105442 - ALL CITY MANAGEMENT SERVICES INC	\$ 10,500.12	Crossing Guard Svcs(15 Hrs)/Orange & Grindlay 3/15-3/28	PS-INV104951(A)	\$ 386.10
			Crossing Guard Svcs(392.93 Hrs) 3/15-3/28	PS-INV104951	\$ 10,114.02
70383	102587 - AMERICAN RENTALS INC AMERICAN TRUCK & TOOL RENT	\$ 675.54	Concrete(.75 Yds) 12/15	599328	\$ 343.88
			Concrete(.75 Yds) 4/9	607640	\$ 331.66
70384	1200 - ANNEALTA GROUP	\$ 4,785.00	Svc/City Planner 3/26	497-3772	\$ 4,785.00
70385	110860 - AT&T	\$ 1,044.40	Svc/Internet 3/26	000025042144	\$ 1,044.40
70386	110860 - AT&T	\$ 3,273.93	9391033694-PW Phone Svc 3/26	3/26(L)	\$ 156.45
			9391033695-Civic Center Phone Svc 3/26	3/26(J)	\$ 63.82
			9391033698-PW Phone Svc 3/26	3/26(K)	\$ 31.91
			Phone Svc/Multi-Line 3/13-4/12	3/13/26-4/12/26	\$ 3,021.75
70387	1822 - BENEFIT COORDINATORS CORPORATION BCC	\$ 10,118.33	Insurance/Life/LTD/STD/Optional 5/26	18704	\$ 10,118.33
70388	1822 - BENEFIT COORDINATORS CORPORATION BCC	\$ 10,128.75	Insurance/Dental & Vision/City & Dist 5/26	B0MRS7	\$ 9,068.10
			Insurance/Dental & Vision/West Comm 5/26	B0N17L	\$ 1,060.65
70389	1355 - BIG BELLY SOLAR, INC	\$ 12,145.92	Lease/Smart Waste and Recycling Systems(6) 4/9/26-4/8/27	62366	\$ 12,145.92
70390	2623 - BLUE TRITON BRANDS INC PRIMO BRANDS CORP	\$ 493.75	Comm Center Bottled Water 3/26	06D8710321118	\$ 27.45
			Maint Bottled Water 3/26	06D8710321219	\$ 271.39
			PD Bottled Water 3/26	06D8710163639	\$ 162.88
			Sr Center Bottled Water 3/26	06D8710321117	\$ 32.03
70391	2205 - BP FORD OF LONG BEACH	\$ 1,754.04	Repair/Fuel Injector/Unit #626	FOCB743176	\$ 1,449.12
			Temperature Sensors(5) 4/7	231647FOW	\$ 304.92

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70392	1600 - BRIGHTVIEW LANDSCAPE SERVICES, INC	\$ 54,587.47	Svc/Landscape/Berm 4/26	9720149	\$ 3,080.00
			Svc/Landscape/Citywide 4/26	9720143	\$ 37,245.99
			Svc/Landscape/Lexington Park 12/25	9742886	\$ 6,831.76
			Svc/Landscape/Lexington Park 4/26	9722116	\$ 6,831.76
			Svc/Seasonal Fertilization/Lexington Park 12/25	9742886(A)	\$ 298.98
			Svc/Seasonal Fertilization/Lexington Park 4/26	9722116(A)	\$ 298.98
70393	1313 - CALIFORNIA BANK & TRUST	\$ 1,103.60	Reimb/Aleshire & Wynder Legal Svc/Coronado 2/26	103956	\$ 1,103.60
70394	111328 - CALIFORNIA BUILDING STANDARDS COMMISSION	\$ 746.99	Building Standards 1/26-3/26	1/1/26-3/31/26	\$ 746.99
70395	123012 - CHARLES ABBOTT ASSOCIATES	\$ 40,910.00	Svc/Fats, Oil & Grease/NPDES Inspections 3/26	70092	\$ 7,020.00
			Svc/National Pollutant Discharge Elimination/Program Mgmt 2/26	70038	\$ 17,560.00
			Svc/National Pollutant Discharge Elimination/Program Mgmt 3/26	70093	\$ 15,340.00
			Svc/Water Quality Mgmt Program/Plan Checks 3/26	70094	\$ 990.00
70396	2090 - CHARTER COMMUNICATIONS HOLDINGS LLC SPECTRUM	\$ 1,717.88	Svc/Cable TV 4/10-5/9	188680601040726	\$ 148.89
			Svc/Internet Access 4/16-5/15	187625401041426	\$ 1,568.99
70397	2381 - CITYGREEN CONSULTING, LLC	\$ 15,731.25	Svc/Performance Review/Waste Hauler Franchise 2/26	26-1	\$ 8,675.00
			Svc/Performance Review/Waste Hauler Franchise 3/1-4/14	26-2	\$ 7,056.25
70398	2035 - COMMUNICATIONS LAB BARRIOS & ASSOCIATES, LLC	\$ 10,778.00	Svc/City & Strategic Communications Support 3/26	26-1445	\$ 10,778.00
70399	1439 - CORODATA MEDIA STORAGE, INC	\$ 154.76	Off-Site Data Storage 3/26	DS1314162	\$ 154.76
70400	115003 - COUNTY OF ORANGE	\$ 1,479.00	PD Svc/Automated Fingerprint Identification System 3/26	SH74035	\$ 1,479.00
70401	115003 - COUNTY OF ORANGE	\$ 1,104.51	PD Svc/OC Automated Telecommunications System 3/26	SH73943	\$ 1,104.51
70402	115003 - COUNTY OF ORANGE	\$ 2,599.92	W/C Svc/OCSD Comm Charges/800 MHz Radio 4/1/26-6/30/26	STCS003840	\$ 2,599.92
70403	710 - COUNTY OF ORANGE SHERIFF'S DEPARTMENT OCSD	\$ 24,357.19	PD Svc/OCSD Comm Charges/800 MHz Radio 4/1/26-6/30/26	STCS003821	\$ 24,357.19
70404	110125 - CWEA MEMBERSHIP	\$ 251.00	Dues/CA Water Environment Assoc/AM 5/1/26-4/30/27	Dues/AM 2026-27	\$ 251.00
70405	102123 - DELL MARKETING LP-DELL USA LP	\$ 21,205.63	PD Software Maint/Cellphones(65) 3/1/26-12/31/26	10869116816	\$ 5,466.50
			W/C Sub/Microsoft 365 Licenses(28) 1/1/26-12/31/26	10871518728	\$ 15,739.13
70406	104010 - DEPT OF CONSERVATION-STATE OF CALIFORNIA	\$ 3,562.89	Strong Motion 1/26-3/26	1/1/26-3/31/26	\$ 3,562.89
70407	108921 - DEPT OF HOUSING-DIVISION OF CODES & STANDARDS	\$ 700.00	Fee/Cypress Mobile Home Park 2026	2026(D)	\$ 350.00
			Fee/Lincoln Mobile Home Park 2026	2026(C)	\$ 350.00
70408	1296 - EDCO CNG	\$ 2,151.28	Natural Gas(567.11 Gls)/Sweepers(2) 3/16-3/31	0401026-6A	\$ 1,939.51
			Natural Gas(61.92 Gls)/Sewer Truck(1) 3/16-3/31	0401026-6A(A)	\$ 211.77
70409	2185 - ENVIRO SAFETY PRODUCTS GUARDIAN SAFETY & SUPPLY	\$ 675.85	PD Exam Gloves(6K) 4/7	INV691347	\$ 675.85
70410	2508 - EWING IRRIGATION PRODUCTS INC	\$ 696.11	Coupling(1)/Seal Tape(1)/Misc 4/7	29750837	\$ 150.34
			Solenoids(6) 3/30	29626244	\$ 545.77

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70411	2461 - FCG CONSULTANTS INC	\$ 72,125.06	Inspect/Arterial Street Rehab 2/26	1135-1020AB	\$ 38,834.69
			Inspect/HVAC Replacement/City Hall East Wing 3/26	1135-1021W	\$ 23,966.28
			Inspect/OC Sanitation Sewer Project/Permit #25 3/26	1135-1021U	\$ 152.28
			Inspect/Restroom Renovations/Veterans Park 2/26	1135-1020AA	\$ 4,451.13
			Inspect/Traffic Signal Improvements/Valley View & Plaza Dr 2/26	1135-1020AC	\$ 304.56
			Inspect/Traffic Signal Improvements/Valley View & Plaza Dr 3/26	1135-1021AC	\$ 456.84
			Inspect/Various Non-CIP Engineering Permits 3/26	1135-1021Q	\$ 3,959.28
70412	1233 - FLATTUM, CHAD	\$ 96.00	W/C Meals/CentralSquare Conference 3/15-3/18	Reimb 4/24/26	\$ 96.00
70413	889 - FULL SAIL ENTERPRISES, INC	\$ 4,890.73	Install/Graphics/New PD Inceptors(7) 3/26	126-2602	\$ 4,890.73
70414	2740 - GCP WW HOLDCO LLC	\$ 100.00	Safety Shoes/JColorado 4/8	INV3150000033	\$ 100.00
70415	2619 - GLC CYPRESS, LLC	\$ 15,982.00	Refund/Recycling Deposit/CDD-22-37/5757 Plaza Dr	Rfd 4/24/26	\$ 15,982.00
70416	119018 - GOLDEN STATE WATER COMPANY	\$ 80,288.51	Svc/Arnold Cypress Park 3/26	3/26(C)	\$ 640.36
			Svc/Athletic Fields 3/26	3/26(G)	\$ 8,905.24
			Svc/Athletic Fields 4/26	4/26(C)	\$ 183.09
			Svc/Civic Center 3/26	3/26(H)	\$ 5,736.41
			Svc/Community Center 3/26	3/26(B)	\$ 104.63
			Svc/Lexington Park 3/26	3/26(F)	\$ 3,545.50
			Svc/Parks Landscaping 3/26	3/26(I)	\$ 32,084.90
			Svc/Parkway Maint 3/26	3/26(J)	\$ 13,370.10
			Svc/Parkway Maint 4/26	4/26(D)	\$ 11,201.26
			Svc/Sr Center 3/26	3/26(D)	\$ 1,387.50
			Svc/Stanton Channel Berm 3/26	3/26(E)	\$ 3,129.52
70417	119018 - GOLDEN STATE WATER COMPANY	\$ 40.00	Fee/Water Consumption Report 4/1/25-3/31/26	16863	\$ 40.00
70418	123002 - GRAINGER	\$ 810.68	Absorbent(1.5K)/Maint 4/7	9867146194	\$ 481.65
			Wire Connectors(180)/Extension Ring(1) 2/24	9818280373	\$ 32.59
			Wood Putty(1 Gl) 3/3	9826168917	\$ 296.44
70419	1133 - GRANICUS SWAGIT PRODUCTIONS, LLC	\$ 795.71	Svc/Video Stream/Council Meetings 4/26	227838	\$ 795.71
70420	110049 - GREAT SCOTT TREE SERVICE INC	\$ 36,527.95	Emerg Svc/Tree Removal(1) 3/20	59322	\$ 577.50
			Svc/Tree Removal(1) 4/5	59490	\$ 1,374.45
			Svc/Trim Trees(182) 3/31	59416	\$ 8,484.00
			Svc/Trim Trees(22) 3/18	59297	\$ 2,760.00
			Svc/Trim Trees(24) 3/23	59364	\$ 5,520.00
			Svc/Trim Trees(40) 4/6	59477	\$ 2,344.00
			Svc/Trim Trees(5) 3/24	59323	\$ 625.00
			Svc/Trim Trees(5) 3/31	59419	\$ 109.00
			Svc/Trim Trees(50) 4/1	59474	\$ 1,580.00
			Svc/Trim Trees(71) 4/2	59475	\$ 2,279.00
			Svc/Trim Trees(87) 3/18	59418	\$ 10,875.00
70421	1019 - GROUNDSWELL OC HUMAN RELATIONS	\$ 4,997.00	Dues/OC Human Relations 2026-27	10091	\$ 4,997.00
70422	103008 - HARTZOG & CRABILL INC	\$ 2,820.00	Consult/Traffic Plan Review & Signal Timing 3/26	26-0145	\$ 945.00
			Svc/Monitor Traffic Signals 3/26	26-0146	\$ 1,875.00

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EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
70423	128739 - HOME DEPOT CREDIT SVC-MAINT	\$ 980.62	Supplies/Maint 2/26	4/24/26	\$ 980.62
70424	117233 - HOME DEPOT CREDIT SVC-REC #0720	\$ 296.62	Cable Ties(650)/Facility Operations/Comm Center 4/1 Interlocking Foam Flooring(12)/Spring Egg Hunt 3/5 Supplies/Facility Operations/Comm Center 3/25 Supplies/Facility Operations/Comm Center 3/31	5552298 844051 2530627 6610316	\$ 26.89 \$ 77.82 \$ 168.25 \$ 23.66
70425	2727 - ILAGAN, ELEANOR ELENZ DANCE	\$ 105.30	Instruct/Elenz Dance Night 4/9	4/9/26	\$ 105.30
70426	2039 - KELLY SPICERS INC KELLY SPICER STORES	\$ 728.82	Specialty Paper(.5 Rm) 4/8	12191131	\$ 728.82
70427	2417 - KIDZ TALENT ACADEMY LLC ANIYAH WILLIAMS	\$ 956.80	Instruct/Gymnastics & Tumbling 3/23-4/16	4/16/26	\$ 956.80
70428	122753 - KIMLEY-HORN AND ASSOC INC	\$ 20,210.00	Svc/Update Safety Element/Open Space-Cypress General Plan 3/26	35431538	\$ 20,210.00
70429	125450 - KMBS USA INC KONICA MINOLTA	\$ 3,355.15	Copier Maint/Citywide 1/1/26-3/31/26 Copier Maint/Print Shop 1/1/26-3/31/26	9010834466 9010833246	\$ 2,719.54 \$ 635.61
70430	1588 - L.N. CURTIS AND SONS-CURTIS BLUE LINE	\$ 1,169.17	PD Uniform & Safety Gear/Aide HTran PD Uniform/Aide HTran	INV1056448 INV1058125	\$ 858.58 \$ 310.59
70431	122069 - LIEBERT CASSIDY WHITMORE	\$ 3,151.00	Legal Svc/HR Matter/CY020-00001 3/26 Legal Svc/HR Matter/CY020-00043 3/26 Legal Svc/HR Matter/CY020-00045 3/26	321065 321064 321063	\$ 1,354.00 \$ 322.00 \$ 1,475.00
70432	2398 - LM INVESTIGATIONS LLC LISA MATTEROLI	\$ 2,400.00	PD Svc/Background Check(1) 4/3	2026-0001	\$ 2,400.00
70433	130198 - LOS ANGELES TRUCK CENTERS, LLC-LA FREIGHTLINER	\$ 412.58	Sweeper Transmission Fluid(668 Gls)/Radiator Fittings(2) 4/2	XA211509114:01	\$ 412.58
70434	2793 - MELVIN, SUSAN	\$ 2,000.00	Refund/Recycling Deposit/CDD-23-135/10734 Maple St Refund/Recycling Deposit/CDD-23-372/10693 Maple St Refund/Recycling Deposit/CDD-24-354/6642 Timaru Circle Refund/Recycling Deposit/CDD-25-390/6347 Mount Ripley Dr	Rfd(B) 4/24/26 Rfd(C) 4/24/26 Rfd(D) 4/24/26 Rfd(E) 4/24/26	\$ 500.00 \$ 500.00 \$ 500.00 \$ 500.00
70435	1483 - MERCADO, HENRY	\$ 235.01	PD Reimb/Fuel(14 Gls) 3/17 Reimb/Fuel(13.1 Gls) 4/15 Reimb/Fuel(14.1 Gls) 4/9	Reimb 4/24/26 Reimb(B) 4/24/26 Reimb(A) 4/24/26	\$ 80.01 \$ 75.00 \$ 80.00
70436	100928 - MILAM, LINDSAY	\$ 184.93	W/C Reimb/CentralSquare Conference 3/15-3/19	Reimb 4/24/26	\$ 184.93
70437	2633 - NEWPORT EXTERMINATING INC	\$ 455.00	Svc/Pest Control/Arnold Cypress Park 4/26 Svc/Pest Control/City Hall 4/26 Svc/Pest Control/Comm Center 4/26 Svc/Pest Control/Council Chambers 4/26 Svc/Pest Control/Lexington Park 4/26 Svc/Pest Control/Library 4/26 Svc/Pest Control/Maint Yard 4/26 Svc/Pest Control/PD 4/26 Svc/Pest Control/Sr Center 4/26	1049603 1049597 1049600 1049598 1049604 1049605 1049602 1049599 1049601	\$ 25.00 \$ 65.00 \$ 60.00 \$ 60.00 \$ 25.00 \$ 50.00 \$ 50.00 \$ 60.00 \$ 60.00
70438	2715 - OCY MANAGEMENT, LLC	\$ 5,970.00	Sr Center/Nutrition Program 3/26 Taxi Voucher/Sr Center 3/26	3503026 3501026	\$ 1,485.00 \$ 4,485.00

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70439	108944 - ODP BUSINESS SOLUTIONS OFFICE DEPOT	\$ 842.55	Supplies/Citywide 3/26	4/24/26	\$ 842.55
70440	122725 - ORANGE COUNTY SANITATION DISTRICT	\$ 159,216.44	Sewer Connect Fees 3/26	3/26	\$ 159,216.44
70441	194 - PAUL, BROCK	\$ 1,320.00	Tuition/Intro to Humanities/Spring-Winter 2025-26	Tuit 4/24/26	\$ 1,320.00
70442	2236 - PROACTIVE WORK HEALTH SERVICES	\$ 1,810.00	Pre-Place Physical(1)/Dist 3/26	049789(A)	\$ 581.00
			Pre-Place Physical(3)/City 3/26	049789	\$ 1,229.00
70443	109069 - PROFORCE LAW ENFORCEMENT	\$ 1,692.15	PD SWAT Rifle(1) 4/13	599130	\$ 1,692.15
70444	2218 - READWRITE EDUCATIONAL SOLUTIONS INC	\$ 231.40	Instruct/Math & Reading Development 3/30-4/15	4/15/26	\$ 231.40
70445	101148 - RED WING SHOE STORE	\$ 249.08	Safety Shoes/TSawyer 3/13	20260319025347	\$ 249.08
70446	2230 - RINGCENTRAL INC	\$ 510.37	Phone Handsets(4) 4/6	CD001408086	\$ 510.37
70447	130231 - RSG, INC ROSENOW SPEVACEK GROUP INC	\$ 3,826.00	Consult/Affordable Housing Application Review/Citrus Square 3/26	15383	\$ 750.00
			Consult/Citrus Square Loan Processing/JDominguez 3/26	15393	\$ 1,538.00
			Consult/Citrus Square Loan Processing/RPark & SPark 3/26	15394	\$ 1,538.00
70448	109096 - S.C. SIGNS & SUPPLIES, LLC	\$ 318.94	Red Paint(10 Gls) 3/26	267891	\$ 318.94
70449	106893 - SAFESHRED	\$ 40.00	W/C Svc/Shredding 3/10	370470	\$ 40.00
70450	1485 - SCHOLARSHIP FOUNDATION OF JOHN F KENNEDY HIGH	\$ 65.00	Reg/JFK High School Scholarship Fundraising Event/LM 4/11	Reg 4/11/26	\$ 65.00
70451	119051 - SMART & FINAL (REC & PARKS)	\$ 161.45	Food/Playground/Kids Night Out 3/19	20316501 3/19/26	\$ 44.54
			Food/Sr Center 3/4	20163401 3/4/26	\$ 29.98
			Supplies/Spring Egg Hunt 3/31	2014502 3/31/26	\$ 45.64
			Supplies/Sr Center 3/4	20164401 3/4/26	\$ 41.29
70452	108459 - SMART & FINAL-POLICE ACCT	\$ 191.15	Supplies/PD Breakroom 3/5	146401 3/5/26	\$ 191.15
70453	1971 - SMITH, ADRIAN	\$ 830.37	Reimb/Hotel & Transport/Intl City Manager Assoc Conf 4/7-4/10	Reimb 4/24/26	\$ 830.37
70454	119016 - SO CAL EDISON	\$ 112,043.10	700351486618 Svc/Willow Park 4/26	4/26(B)	\$ 532.99
			700370018870 - Svc/Traffic Signal 3/26	3/26(D)	\$ 123.82
			700428641933 Svc/Mackay Park 3/26	3/26(B)	\$ 91.54
			700564248438 Svc/Traffic Signals 4/26	4/26(A)	\$ 3,161.95
			700710877173 - Svc/Lexington Park 4/26	4/26	\$ 3,686.28
			700921885822 - Svc/Arnold Cypress Park 3/26	3/26(C)	\$ 5,588.05
			Svc/Citywide 2/13-3/15	2/13/26-3/15/26	\$ 98,858.47
70455	119017 - SO CAL GAS CO	\$ 16.50	08131074000 Svc/Storm Drain 3/26	3/26(G)	\$ 16.50
70456	543 - SORVILLO, BRYAN	\$ 140.00	Instruct/Private Tennis 3/26	3/26	\$ 140.00
70457	1279 - SOUTHERN CALIFORNIA SHREDDING, INC	\$ 65.00	PD Svc/Shredding 4/6	304289	\$ 65.00
70458	1241 - SPECTRUM SECURITY GROUP LLC	\$ 22.94	PD Keys(6)/Armory 4/3	R19146	\$ 22.94
70459	116238 - STAPLES BUSINESS ADVANTAGE	\$ 572.10	Supplies/Citywide 3/26	4/24/2026	\$ 572.10

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70460	122963 - STERICYCLE INC	\$ 50.17	PD Med Waste Removal 4/26	8013826221	\$ 50.17
70461	122862 - STEVEN ENTERPRISES INC	\$ 772.20	Plotter Ink(4 Cartridges)/Bond Paper(600 Ft)/Engineering 4/10	70068	\$ 772.20
70462	1348 - SUPPLY SOLUTIONS-SIGNAL HILL AUTO ENTERPRISES, INC	\$ 936.78	Trash Can Liners(2K) 3/25	164136	\$ 936.78
70463	851 - THE UPS STORE, #5882	\$ 100.00	Svc/Fingerprints(1)/Rec Volunteers 3/26	4/9/2026(B)	\$ 25.00
			Svc/Fingerprints(1)/Recreation 3/26	4/9/2026(A)	\$ 25.00
			Svc/Fingerprints(2)/City 3/26	4/9/2026	\$ 50.00
70464	2375 - THERMAL SERVICES INC DTS	\$ 973.52	Svc/Air Conditioner Refrigerant/Server Room 3/25	09168	\$ 973.52
70465	1170 - TOM'S PLUMBING SERVICE INC	\$ 175.00	Svc/Clear Plumbing Line/PD Lobby Restroom 4/2	71888	\$ 175.00
70466	1139 - UNIFIRST CORP	\$ 893.96	Uniform/Towels/Mats 3/26	3/26	\$ 893.96
70467	116933 - V & V MANUFACTURING INC	\$ 999.49	PD Badge(1)/Volunteer 4/9	64370	\$ 124.94
			PD Badges(2)/RACES Program 4/9	64371	\$ 249.87
			PD Badges(5)/Police Officer 4/9	64372	\$ 624.68
70468	1997 - VACCARO, FRANK WEST COAST OFFICIALS	\$ 1,650.00	Officials(25 Games)/Youth Basketball 5/2-5/18	1672	\$ 1,650.00
70469	2142 - VRC COMPANIES, LLC VITAL RECORDS HOLDINGS, LLC	\$ 518.72	Off-Site Records Storage/Retrieval 4/26	6261523	\$ 518.72
70470	1962 - WEX HEALTH INC	\$ 103.40	Admin Fee/FSA 3/26	0002347576IN	\$ 103.40
70471	2777 - WIRELESS CCTV LLC	\$ 3,406.54	PD Lease/Mobile CCTV Trailer 4/6-5/5	124612	\$ 3,406.54
70472	1974 - YUNEX LLC	\$ 13,812.27	Repair/Street Light Pole 1/13	5610007499	\$ 6,476.66
			Repair/Street Light Pole/Knockdown 1/2	5610007500	\$ 6,529.18
			Svc/Street Light Survey 1/26	90006350	\$ 267.54
			Svc/Street Light Survey 12/25	90006085	\$ 271.35
			Svc/Street Light Survey 2/26	90006815	\$ 267.54
70473	0 - ADG CONSTRUCTION AND ROOFING	\$ 500.00	Refund/Recycling Deposit/CDD-26-75/5491 Marcella Ave	Rfd 4/24/26	\$ 500.00
70474	0 - AQUINO, SAMUEL	\$ 100.00	Refund/Facility Deposit/Contract #11625	Rfd 4/24/26	\$ 100.00
70475	0 - ARTE, GAURAV	\$ 500.00	Refund/Recycling Deposit/CDD-25-345/5247 Hanover Dr	Rfd 4/24/26	\$ 500.00
70476	0 - CHENG CONSTRUCTION INC	\$ 500.00	Refund/Recycling Deposit/CDD-25-118/10281 Lorraine Lane	Rfd 4/24/26	\$ 500.00
70477	0 - GUILLEN, JOSHUA	\$ 100.00	Refund/Facility Deposit/Contract #11739	Rfd 4/24/26	\$ 100.00
70478	0 - MARTINEZ, SARAH	\$ 1,000.00	Refund/Recycling Deposit/CDD-25-391/10511 Florence St	Rfd 4/24/26	\$ 1,000.00
70479	0 - MELVIN, SUSAN	\$ 500.00	Refund/Recycling Deposit/CDD-24-70/10532 Diane Circle	Rfd 4/24/26	\$ 500.00
70480	0 - NGUYEN, VINCENT	\$ 1,000.00	Refund/Recycling Deposit/CDD-25-305/11553 Talaud St	Rfd 4/24/26	\$ 1,000.00
70481	0 - O'CONNELL, LORRAINE	\$ 300.00	Refund/Facility Deposit/Contract #11637	Rfd 4/24/26	\$ 300.00
70482	0 - TAGA, BETH	\$ 300.00	Refund/Facility Deposit/Contract #10892	Rfd 4/24/26	\$ 300.00

**City of Cypress
Payment Register
04/10/26 - 05/08/26**

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
70483	0 - VELAYUTHAN, ESAKKIMUTHU SHUNMUGA	\$ 19.00	Refund/Youth Basketball 4/2-4/23	Rfd 4/24/26	\$ 19.00
70484	116238 - STAPLES BUSINESS ADVANTAGE	\$ 1,370.74	Supplies/Citywide 3/26	4/24/26 Reissue	\$ 1,370.74
70485	1346 - A1 TEST ONLY & SMOG	\$ 225.00	Svc/Smog Test/Unit #100	1210031 4/28/26	\$ 45.00
			Svc/Smog Test/Unit #125	1121714 4/16/26	\$ 45.00
			Svc/Smog Test/Unit #172	1312810 3/30/26	\$ 45.00
			Svc/Smog Test/Unit #645	7ZUY287 4/21/26	\$ 45.00
			Svc/Smog Test/Unit #647	7WUB041 4/21/26	\$ 45.00
70486	290 - AC EXCHANGE AUTO	\$ 985.31	Svc/Air Conditioner/Unit #609	055600	\$ 985.31
70487	100681 - ADVANCED ALARM & FIRE INC	\$ 1,940.80	Repair/Alarm Radio/Sr Center 1/16	6446	\$ 970.80
			Svc/Rewire Smoke Detector/Sr Center Gym 1/15	6445	\$ 970.00
70488	2711 - AIREMASTERS AIR CONDITIONING	\$ 17,900.00	Replace/HVAC System/East Wing Telecom Room	1906A1-01	\$ 17,900.00
70489	270 - AITHAL, DARSHINI	\$ 1,109.20	Instruct/Chair Yoga & Strength 4/16-4/30	4/30/26	\$ 304.20
			Instruct/Chair Yoga 4/7-4/28	4/28/26	\$ 590.85
			Instruct/Flow Yoga 4/6-4/27	4/27/26	\$ 214.15
70490	100723 - ALESHIRE & WYNDER, LLP	\$ 25,664.24	Legal Svc/Engineering 3/26	104604	\$ 3,410.20
			Legal Svc/Finance 3/26	104606	\$ 412.50
			Legal Svc/Franchise Cable 3/26	104609	\$ 399.10
			Legal Svc/General Admin 3/26	104596	\$ 4,235.00
			Legal Svc/HR 3/26	104600	\$ 30.70
			Legal Svc/Marquez 3/26	104610	\$ 3,284.90
			Legal Svc/Planning 3/26	104602	\$ 247.50
			Legal Svc/Police 3/26	104608	\$ 1,131.20
			Legal Svc/Recreation 3/26	104607	\$ 390.50
			Litigation Svc/Esquivel 3/26	104612	\$ 12,039.64
			Litigation Svc/General Admin 3/26	104598	\$ 83.00
70491	122455 - ALL AMERICAN SIGN CO, INC	\$ 366.35	Update Banners(4)/Concerts on the Green 4/28	58698	\$ 75.69
			Update Banners(4)/Summer Sports Camp 2/5	58407	\$ 290.66
70492	105442 - ALL CITY MANAGEMENT SERVICES INC	\$ 14,504.49	Crossing Guard Svcs(30 Hrs)/Orange & Grindlay 3/29-4/11	PS-INV105295(A)	\$ 772.20
			Crossing Guard Svcs(533.5 Hrs) 3/29-4/11	PS-INV105295	\$ 13,732.29
70493	2783 - ALTERNATIVE HOSE INC	\$ 187.03	Crimps(3)/Hose Assemblies(2) 4/15	6146025	\$ 187.03
70494	110130 - ANDERSEN'S DOOR SERVICE, INC	\$ 3,887.00	Replace/Restroom Doors(2)/Veterans Park 4/20	43889	\$ 3,887.00
70495	1200 - ANNEALTA GROUP	\$ 1,938.75	Svc/City Planner 4/26	497-3788	\$ 1,938.75
70496	1461 - ARROYO BACKGROUND INVESTIGATIONS-ERIC JASON ARR	\$ 1,500.00	W/C Svc/Background Check(1) 1/29	3868	\$ 1,500.00
70497	110860 - AT&T	\$ 1.85	East Wing Fax Line 4/26	4/26(E)	\$ 1.85

**City of Cypress
Payment Register
04/10/26 - 05/08/26**

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
70498	110860 - AT&T	\$ 6,368.36	Cell Svc/Maint 4/26 Cell Svc/PD 4/26 PD CIB Callyo Body Wire 4/26 Svc/Engineering Mobile Hotspots 4/26 Svc/Planning iPads 4/26	4/26(B) 4/26(G) 4/26(C) 4/26(D) 4/26(A)	\$ 53.18 \$ 6,103.68 \$ 62.58 \$ 81.48 \$ 67.44
70499	110860 - AT&T	\$ 1,661.21	W/C Svc/Priority Radio Line 4/26	000025189698	\$ 1,661.21
70500	110860 - AT&T	\$ 31.91	9391033696-PD Phone Svc 4/26	4/26(F)	\$ 31.91
70501	252 - AUTO ZONE, INC	\$ 512.01	Battery(1) 4/14 Brake Fluid(64 Oz) 4/13 Brake Rotors(2) 4/16 Code Reader(1)/Serpentine Belt Tool(1) 4/10 Gear Oil(2 Qts) 3/30	05521937597 05521936837 05521939540 05521933868 05521923960	\$ 151.03 \$ 16.53 \$ 238.92 \$ 75.68 \$ 29.85
70502	282 - BADGE FRAME, INC	\$ 723.99	PD 70th Anniversary Patch Plaque(1) 4/28	44054	\$ 723.99
70503	109327 - BEE REMOVERS - HONEYCOTT, INC	\$ 140.00	Svc/Bee Removal 4/15	604123	\$ 140.00
70504	1822 - BENEFIT COORDINATORS CORPORATION BCC	\$ 1,173.49	Insurance/Vision Claims/City & Dist & West Comm 4/26	B0N1QH	\$ 1,173.49
70505	2074 - BMX FREESTYLE TEAM, LLC	\$ 2,875.00	PD Perform/BMX Freestyle Show/Open House 5/16	1916	\$ 2,875.00
70506	2205 - BP FORD OF LONG BEACH	\$ 928.17	Mirror Assembly(1)/Mirror Covers(2) 3/10	230926FOW	\$ 928.17
70507	1600 - BRIGHTVIEW LANDSCAPE SERVICES, INC	\$ 47,456.73	Svc/Landscape/Berm 5/26 Svc/Landscape/Citywide 5/26 Svc/Landscape/Lexington Park 5/26 Svc/Seasonal Fertilization/Lexington Park 5/26	9755039 9755032 9756951 9756951(A)	\$ 3,080.00 \$ 37,245.99 \$ 6,831.76 \$ 298.98
70508	866 - C3 OFFICE SOLUTIONS	\$ 34.72	W/C Copier Svc/Supplies 5/3-6/2	INV218987	\$ 34.72
70509	2137 - CALIFORNIA SAFETY AGENCY RECON INDUSTRIES INC	\$ 2,170.00	Svc/Park Restroom & Tennis Court Lockup 3/26	3604-184	\$ 2,170.00
70510	123012 - CHARLES ABBOTT ASSOCIATES	\$ 8,805.00	Svc/Engineering Plan Checks 3/26 Svc/Fats, Oil & Grease/NPDES Inspections 4/26	70217 70234	\$ 4,125.00 \$ 4,680.00
70511	2809 - CITY OF SAN CLEMENTE	\$ 675.00	Reimb/Reg/CA Municipal Clerks Assoc Conference/RM 4/29-5/1	101991	\$ 675.00
70512	1617 - CONTROL AIR ENTERPRISES LLC	\$ 743.00	Replace/HVAC Limit Switch/Comm Center 1/8	3103456	\$ 743.00
70513	122946 - COUNTRY GARDEN CATERERS	\$ 4,020.10	Svc/Cater/Commissioners Reception 4/30 Svc/Cater/Sr Center Volunteer Recognition 4/24	90015 8968	\$ 999.65 \$ 3,020.45
70514	115003 - COUNTY OF ORANGE	\$ 5,483.72	Parking Violations 3/26	3/26	\$ 5,483.72
70515	49 - CRAFCO, INC	\$ 872.78	Cold Patch Asphalt(60 Bgs) 4/10	9403693400	\$ 872.78
70516	116854 - DATA TICKET INC-MSB	\$ 1,779.10	Parking Citation Processing 3/26	192378	\$ 1,779.10
70517	2626 - DE ANDA FAMILY INC ANAHEIM RESTAURANT SUPPLIES	\$ 10,916.17	Commercial Stove(1)/Sr Center 4/2	65262	\$ 10,916.17

**City of Cypress
Payment Register
04/10/26 - 05/08/26**

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
70518	105412 - DEPT OF INDUSTRIAL RELATIONS	\$ 225.00	Svc/Elevator Inspection/Council Chambers 4/14	E2278701SN	\$ 225.00
70519	100707 - DEPT OF JUSTICE ACCT OFFICE CASHIER UNIT	\$ 96.00	Svc/Fingerprints(1)/Recreation 3/26	037025(A)	\$ 32.00
			Svc/Fingerprints(2)/City 3/26	037025	\$ 64.00
70520	1296 - EDCO CNG	\$ 1,490.33	Natural Gas(369.15 Gls)/Sweepers(2) 4/1-4/15	0421026-6A	\$ 1,262.49
			Natural Gas(66.62 Gls)/Sewer Truck(1) 4/1-4/5	0421026-6A(A)	\$ 227.84
70521	2508 - EWING IRRIGATION PRODUCTS INC	\$ 1,166.19	Cement(1 Qt)/PVC(28 Pcs)/Misc 4/20	29931243	\$ 130.35
			Irrigation Module Controller(1)/Station Module(1) 4/2	29688439	\$ 940.65
			PVC Cement(1 Qt)/PVC Tee(1)/Misc 4/7	29750141	\$ 95.19
70522	104530 - EXPERIAN	\$ 100.00	PD Credit Reports 4/26	6000281377	\$ 100.00
70523	1115 - FRONTIER	\$ 76.94	7148996947 - Phone Svc/Sewers 5/26	5/26	\$ 76.94
70524	2740 - GCP WW HOLDCO LLC	\$ 275.00	Safety Shoes(1)/ERodriguez 4/17	INV31520000305	\$ 275.00
70525	2276 - GENESIS BUILDERS, INC K2 PAINTING	\$ 12,482.40	Retention/Replace/Exterior Doors/Sr Center	608	\$ 12,482.40
70526	2588 - GMU GEOTECHNICAL, INC	\$ 4,008.00	Svc/Pavement Engineering/Residential Street Rehab 3/26	13687	\$ 4,008.00
70527	119018 - GOLDEN STATE WATER COMPANY	\$ 23,850.44	Svc/Parks Landscaping 4/26	4/26(F)	\$ 609.08
			Svc/Parkway Maint 4/26	4/26(G)	\$ 21,904.33
			Svc/Storm Drain 4/26	4/26(E)	\$ 1,337.03
70528	1133 - GRANICUS SWAGIT PRODUCTIONS, LLC	\$ 795.71	Svc/Video Stream/Council Meetings 5/26	229394	\$ 795.71
70529	110049 - GREAT SCOTT TREE SERVICE INC	\$ 4,323.41	Svc/Trim Trees(14) 4/13	59552	\$ 1,750.00
			Svc/Trim Trees(59) 4/13	59553	\$ 2,573.41
70530	1965 - GREENFIELDS OUTDOOR FITNESS, INC	\$ 129.30	Rubber Hand Grips(2)/Exercise Equip/Lexington Park 4/10	S32128	\$ 129.30
70531	1464 - HANLEY CHESS ACADEMY	\$ 832.00	Instruct/Chess 3/24-4/28	4/28/26	\$ 832.00
70532	1505 - HARBOR PARTY RENTALS, INC	\$ 1,038.70	PD Rent/Canopies(15)/Open House 5/15-5/18	44786	\$ 1,038.70
70533	1171 - HDL COREN & CONE	\$ 3,700.00	Svc/Property Tax Analysis & Auditing 4/1/26-6/30/26	SIN062540	\$ 3,700.00
70534	2807 - HIGH FIVE JUMPERS INC	\$ 799.00	Rent/Sports Play Inflatable/Spring Egg Hunt 4/4	58247975	\$ 799.00
70535	128739 - HOME DEPOT CREDIT SVC-MAINT	\$ 1,593.72	Supplies/Maint 3/26	5/8/26	\$ 1,593.72
70536	120000 - INSIGHT PUBLIC SECTOR	\$ 204.99	PD Sub/Racial & Identity Profiling Act Reporting 3/26	1101376842	\$ 204.99
70537	2039 - KELLY SPICERS INC KELLY SPICER STORES	\$ 988.83	Specialty Paper(15.5 Rms) 5/1	12206401	\$ 988.83
70538	1588 - L.N. CURTIS AND SONS-CURTIS BLUE LINE	\$ 1,593.56	Specialty Paper(15.5 Rms) 5/1		
			PD Safety Gear & Uniform/Aide THalili	INV1062489	\$ 1,002.36
			PD Safety Gear/Chief Lauderback	INV1061501	\$ 81.92
			PD Uniform/Aide HTran	INV1059933	\$ 26.64
				INV1063528	\$ 389.41
			PD Uniform/Aide THalili	INV1063643	\$ 26.64
			PD Uniform/SGodoy	INV1060151	\$ 66.59

**City of Cypress
Payment Register
04/10/26 - 05/08/26**

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
70539	1779 - LINSOTT LAW & GREENSPAN ENGINEERS LG2WB	\$ 6,030.00	Svc/Traffic Impact Fee Nexus Study 3/26	14704-00113	\$ 6,030.00
70540	111271 - MAR-CO EQUIPMENT CO	\$ 165.18	Replace/Sweeper Throttle Pedal Resistor(2)/Unit #137	215762	\$ 165.18
70541	113056 - MCMASTER CARR SUPPLY CO	\$ 30.40	Screws(10)/Washers(10) 4/13	63161926	\$ 30.40
70542	1477 - MERCADO, HECTOR	\$ 1,320.00	Tuition/Organizational Leadership/Fall 2025	Tuit 5/8/26	\$ 1,320.00
70543	122124 - MIKE RAAHAUGE SHOOTING ENTERPRISES	\$ 50.00	PD Svc/Shooting Range(2)/SWAT 4/21	2219	\$ 50.00
70544	109269 - MILES, HILDA	\$ 552.50	Instruct/Hula Dance 3/25-4/23	4/23/26	\$ 552.50
70545	80 - MORRIS, LETICIA	\$ 292.50	Instruct/Zumba 4/4-4/25	4/25/26	\$ 292.50
70546	129724 - NAPA AUTO PARTS - SO CAL AUTO & TRUCK PARTS INC	\$ 440.27	Brake Rotors(2)/Brake Pad(1)/Misc 4/8 Tool Set(51 Pcs) 4/9	500618 500613	\$ 332.53 \$ 107.74
70547	103425 - NATIONWIDE-VETERINARY PET INSURANCE	\$ 989.42	PD Vet Insurance/Bono 6/3/26-6/2/27	C-2590642 26/27	\$ 989.42
70548	672 - O'REILLY AUTO PARTS	\$ 863.82	Air Filter(1)/Oil Filters(4) 4/7 Brake Rotors(2) 4/15 Brake Rotors(2)/Brake Pad(1) 3/3 Credit/Brake Rotors(2)/Brake Pad(1) 3/10 Credit/Compression Tester(1) 2/10 Oil Filters(4)/Motor Oil(15 Qts)/Misc 4/7 Replace/Alternator/Unit #140 Replace/Battery/Unit #622 Replace/Brake Pad(1)/Unit #622	3078-234763 3078-236631 3078-226250 3078-227878 3078-221004 3078-234763(A) 3078-234924 3078-236215 3078-236673	\$ 27.51 \$ 280.58 \$ 374.95 \$ (374.95) \$ (39.86) \$ 160.68 \$ 121.04 \$ 249.36 \$ 64.51
70549	2563 - OC UNIFORMS & TAILORING INC	\$ 32.57	PD Uniform/Volunteer JSun	2457	\$ 32.57
70550	1601 - ONYX PAVING COMPANY INC	\$ 1,015,670.26	Construct/Arterial Street Rehab 3/26	25-080-02	\$ 1,015,670.26
70551	659 - ORANGE COAST PETROLEUM EQUIPMENT	\$ 717.97	Repair/Oil Pump/Maint Yard 4/9	0292566IN	\$ 717.97
70552	828 - PACIFIC RIM AUTOMATION INC	\$ 4,400.00	Install/HMI System Software/PS #3 4/27	10630	\$ 4,400.00
70553	129575 - PARKHOUSE TIRE INC	\$ 1,678.90	Sweeper Tires(2) 3/26 Sweeper Tires(2) 4/9	1020304014 1020304465	\$ 839.45 \$ 839.45
70554	1970 - PERFORMANCE PICKLEBALL, LLC	\$ 520.65	Instruct/Pickleball 3/29-4/26	4/26/26	\$ 520.65
70555	100870 - POSTMASTER -CYPRESS POST OFFICE	\$ 4,550.00	Postage/City & Recreation Newsletter 6/26	6/26	\$ 4,550.00
70556	2594 - PREMIER CHRYSLER JEEP DODGE RAM OF BUENA PARK	\$ 663.22	Replace/Brake Caliper(1)/Unit #670 Svc/Brake Fluid Exchange/Unit #670	107277 319335	\$ 326.25 \$ 336.97
70557	109069 - PROFORCE LAW ENFORCEMENT	\$ 1,175.45	PD Rifle Suppressor(1)/SWAT 4/16	599943	\$ 1,175.45
70558	109096 - S.C. SIGNS & SUPPLIES, LLC	\$ 113.14	Parking Signs(3)/Lincoln Avenue 4/2	268336	\$ 113.14
70559	100453 - SAGONA'S ALL CITY BACKFLOW	\$ 330.00	Svc/Test & Repair/Backflow Devices(6) 4/27	110371	\$ 330.00

**City of Cypress
Payment Register
04/10/26 - 05/08/26**

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
70560	2031 - SDI PRESENCE LLC	\$ 2,125.88	W/C Svc/Cloud Backup 3/26 W/C Svc/Monitor IT/CAD System 3/26 W/C Svc/Security Software 3/26	22359 22125 22290	\$ 495.00 \$ 1,488.38 \$ 142.50
70561	2806 - SHAW, MARLENE L.	\$ 124.80	Instruct/Belly Dance 3/23-4/13	4/13/26	\$ 124.80
70562	119016 - SO CAL EDISON	\$ 32.76	700134894611 - Svc/Traffic Signal 4/26	4/26(C)	\$ 32.76
70563	119017 - SO CAL GAS CO	\$ 1,581.67	00840909006 Svc/Comm Center 4/26 08131074000 Svc/Storm Drain 4/26 12600890003 Svc/Maint Yard 4/26 13230923008 Svc/Storm Drain 4/26 14011061398 Svc/Storm Drain 4/26 16111070716 Svc/Storm Drain 4/26 18690942000 Svc/Sr Center 4/26 19530910009 Svc/City Hall 4/26	4/26(D) 4/26(B) 4/26(G) 4/26(E) 4/26 4/26(A) 4/26(F) 4/26(C)	\$ 358.86 \$ 24.55 \$ 111.33 \$ 20.24 \$ 14.30 \$ 14.30 \$ 329.15 \$ 708.94
70564	119024 - STATE COMP INSURANCE FUND	\$ 1,595.25	W/C Workers Comp Insurance 4/30-5/30	1003592183	\$ 1,595.25
70565	2815 - SUN, FEN	\$ 1,411.37	Refund/Plan Check Fee BS-26-460	Rfd 5/8/26	\$ 1,411.37
70566	2810 - TOWN OF COLMA	\$ 675.00	Reimb/Reg/CA Municipal Clerks Assoc Conference/LB 4/29-5/1	200005845	\$ 675.00
70567	2070 - TWIST AND SHOUT EVENTS, INC	\$ 515.00	PD Svc/Balloon Twisting/Open House 5/16	462710618947227	\$ 515.00
70568	108908 - ULINE SHIPPING SUPPLY SPECIALISTS	\$ 1,940.17	Gloves(48 Pr)/Face Visors(4)/Misc 3/26 Replace/Privacy Fence/Lexington Park 3/18	205181708 205621207	\$ 637.05 \$ 1,303.12
70569	1139 - UNIFIRST CORP	\$ 787.16	Uniforms/Mats/Towels 4/26	4/26	\$ 787.16
70570	2240 - UNIVERSAL WASTE SYSTEMS	\$ 300.00	Svc/Porta Potties(3)/Maint Yard 3/11	0004611963	\$ 300.00
70571	109312 - VAZQUEZ, GONZALO SONIC SOUNDS	\$ 975.00	PD Svc/DJ/Open House 5/16 Svc/DJ/Mother's Day Event/Sr Center 5/8	2026-04 2026-006	\$ 575.00 \$ 400.00
70572	129595 - VERIZON WIRELESS - CA	\$ 62.35	Cell Svc/Rec 4/26	4/26	\$ 62.35
70573	1992 - VOORHEES, RONDA	\$ 1,046.50	Instruct/Piano 3/30-4/27	4/27/26	\$ 1,046.50
70574	1993 - WATANABE, BRYCE I	\$ 1,558.05	Instruct/Karate 3/30-4/29	4/29/26	\$ 1,558.05
70575	2491 - WELLS FARGO FINANCIAL LEASING, INC	\$ 188.43	W/C Rental/Copier 5/6-6/5	5038481835	\$ 188.43
70576	2193 - WEST GROVE VOLLEYBALL, LLC	\$ 254.80	Instruct/Volleyball 3/29-4/26	4/26/26	\$ 254.80
70577	1974 - YUNEX LLC	\$ 7,436.12	Repair/Street Lights 3/26 Svc/Street Light Survey 3/26	5610008073 90009301	\$ 7,168.58 \$ 267.54
70578	0 - AGAPE DISCIPLE CHURCH	\$ 300.00	Refund/Facility Deposit/Contract #11845	Rfd 5/8/26	\$ 300.00
70579	0 - BARBERA, JOHN	\$ 134.00	Refund/Pickleball 7/12-8/2	Rfd 5/8/26	\$ 134.00
70580	0 - COMMUNITY OF THE WORD	\$ 300.00	Refund/Facility Deposit/Contract #11823	Rfd 5/8/26	\$ 300.00

**City of Cypress
Payment Register
04/10/26 - 05/08/26**

EFT/ Warrant Number	Vendor	Payment Amount	Description	Invoice	Invoice Amount
70581	0 - ESPINOSA, CARLOS	\$ 300.00	Refund/Facility Deposit/Contract #11950	Rfd 5/8/26	\$ 300.00
70582	0 - EVENTS BY ROLA	\$ 356.00	Refund/Facility Deposit/Contract #11795	Rfd 5/8/26	\$ 356.00
70583	0 - GOAPLKISHNA, RAJAN	\$ 222.00	Refund/Basketball Camp 6/15-7/16	Rfd 5/8/26	\$ 222.00
70584	0 - MCRAVEN, RENEE	\$ 101.00	Refund/Watercolor 4/25-5/23	Rfd 5/8/26	\$ 101.00
70585	0 - MURILLO, KARINA	\$ 100.00	Refund/Facility Deposit/Contract #11833	Rfd 5/8/26	\$ 100.00
70586	0 - ORI-GEN	\$ 100.00	Refund/Facility Deposit/Contract #11799	Rfd 5/8/26	\$ 100.00
70587	0 - PARK, DAVID	\$ 43.50	Refund/Citation #CP495178	Rfd 5/8/26	\$ 43.50
70588	0 - SAUVAO, JULIANA	\$ 100.00	Refund/Facility Deposit/Contract #11615	Rfd 5/8/26	\$ 100.00
70589	0 - SHAH, MONIKA	\$ 154.00	Refund/Camp Cypress 7/20-7/24	Rfd 5/8/26	\$ 154.00
70590	0 - WILSON, BRIAN	\$ 40.00	Refund/Citation #CP492025	Rfd 5/8/26	\$ 40.00
69099	0 - CRABTREE, GAIL	\$ (40.00)	Void/Refund/Citation #CP492025	Rfd 10/10/25	\$ (40.00)
69180	2218 - READWRITE EDUCATIONAL SOLUTIONS INC	\$ (289.25)	Void/Reading & Math Development 9/29-10/15	10/15/2025	\$ (289.25)
70164	1325 - CENTURY PAVING INC	\$ (164,252.38)	Void/Final/Parking Lot Sealant/Sr Center & Oak Knoll Park 11/25	19487	\$ (164,252.38)
70213	100876 - MOEN, KATHI	\$ (74.30)	Void/W/C Meal/Mileage/Wellness in Public Safety 2/25	Reimb(A) 3/27/26	\$ (26.65)
	116238 - STAPLES BUSINESS ADVANTAGE		Void/W/C Reimb/Active Shooter Situations 3/1	Reimb 3/27/26	\$ (47.65)
70459		\$ (572.10)	Void/Supplies/Citywide 3/26		
Total EFTs		\$ 684,070.90			\$ 684,070.90
Total Warrants		\$ 2,502,583.48			2,502,583.48
Transfer to Payroll (W1581)		\$ 832,369.87	Payroll 03/27/26-04/10/26		832,369.87
Transfer to Payroll (W1582)		\$ 878,350.84	Payroll 04/10/26-04/24/26		878,350.84
Grand Totals		\$ 4,897,375.09			\$ 4,897,375.09



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

4.

FROM: Stephanie Sikkema, Director of Finance and Administrative Services

DATE: 05/26/2026

SUBJECT: Consideration of Fiscal Policies and Annual Statement of Investment Policy

RECOMMENDATION

Staff recommends approval of the proposed fiscal policies and adoption of a Resolution approving the Annual Statement of Investment Policy.

DISCUSSION

During the April 28, 2026, City Council meeting, the following draft fiscal policies were reviewed:

1. Investment Policy
2. Capital Asset Policy
3. Budget Policy
4. Fund Balance

Investment Policy

The purpose of the Investment Policy is to establish prudent investment cash management guidelines for the City. The investment goals of the City are safety, liquidity and yield. The City Treasurer and Finance Manager shall be responsible for reviewing and modifying this Statement of Investment Policy annually for City Council approval to ensure its consistency with the overall objectives of safety, preservation of principal, and liquidity, and its relevance to current law and current financial and economic conditions.

Key provisions of the proposed policy include the following:

1. General clean up to remove redundancies and possible conflicts with the government code.
2. Revised one of the authorized and suitable investment categories to replace the CalTrust-specific reference with a broader allowance for local government investment pools, thereby expanding the City's investment opportunities.

3. Added county pools as an authorized and suitable investment.

Capital Asset Policy

The purpose of this policy is to establish the City's capitalization criteria, update capital thresholds for each asset classification, provide estimates for useful lives of assets for depreciation/amortization, and maintain accurate and up-to-date records of capital asset information to prepare the City's financial statements in accordance with the Generally Accepted Accounting Principles (GAAP) and Government Accounting Standards Board (GASB).

Key provisions of the proposed policy include the following:

1. Increased the threshold from \$1,000 to \$5,000 for all assets other than buildings, improvements, and infrastructure. The threshold for buildings, improvements, and infrastructure remains \$10,000 in accordance with the City's Charter.
2. Updated the estimated useful life used in deeming depreciation to be consistent with ideal replacement schedules.

Budget Policy

This policy establishes a budget process to help decision makers make informed choices about the provision of services and capital assets and to promote stakeholder participation in the process.

Key provisions of the proposed policy include the following:

1. Inclusion of a long-range financial plan.
2. Depreciation will be used as the basis for budgeting for service charges paid by departments for equipment replacement funds.
3. One-time resources will only be used for one-time purposes.
4. The budget process will include a review of the City's Strategic Plan, an update of the long-range financial plan, and a budget calendar presented to City Council.
5. Staff will provide monthly and quarterly reporting.

Fund Balance Policy

This policy establishes the procedures for reporting unrestricted fund balance in the City's financial statements. Certain commitments and assignments of fund balance help ensure that there will be adequate financial resources to protect the City against unforeseen circumstances and events, such as revenue shortfalls and unanticipated expenditures.

Key provisions of the proposed policy include the following:

The City shall maintain a Committed Fund Balance of twenty-five percent (25%) of operating expenditures in the General Fund and a Committed Fund Balance of thirty percent (30%) of the total seven-year capital improvement program plus encumbrances in the Infrastructure Reserve Fund. Additionally, at the end of the fiscal year, the excess unassigned fund balance in the City's General Fund will be prioritized and presented for City Council consideration as follows:

1. 25% will stay in the General Fund Balance as unassigned fund balance for unforeseen appropriations that may arise throughout the fiscal year.
2. Up to 25% will be transferred to the Employee Benefits Fund until a fund balance reserve is established and maintained equal to current liabilities.

3. Up to 15% will be transferred to the Self-Insurance Funds: General Liability and Workers Compensation Funds until a fund balance reserve is established to cover the long-term liabilities due within one year (claims payable).
4. The remaining balance will be transferred to Capital Funds: Infrastructure Reserve Fund, Capital Outlay, and Information Technology.

For example, the excess fund balance for fiscal year ending June 30, 2025 would be allocated as follows:

General Fund Operating Budget FY2025-26	\$41,316,941
25% of Operating Budget	\$10,329,235 25%

General Fund Balance 6/30/2025	\$35,133,312
Nonspendable	80,845
Committed	10,329,235
Preliminary Unassigned Fund Balance	\$24,723,232

Proposed use of excess unassigned fund balance/transfers:		
Unassigned Fund Balance	6,180,808	25%
Transfer to Employee Benefits Fund	6,180,808	25%
Transfer to Self Insurance Funds	0	0%
Transfer to Infrastructure Reserve	8,653,131	35%
Transfer to City Capital Replacement Fund	2,472,323	10%
Transfer to Technology Master Plan Fund	1,236,162	5%
Total Use of Unassigned Fund Balance	\$24,723,232	100%

Adjusted General Fund Balance after transfers:		
Nonspendable	80,845	
Committed	10,329,235	
Unassigned Fund Balance	6,180,808	
Total Fund Balance	\$16,590,888	

BUDGET IMPACT

The recommended financial policies are procedural in nature and do not directly change revenues or expenditures. The revisions clarify existing practices and strengthen financial management standards. Any budget effects would be indirect and occur over time, such as improved investment yields, more consistent reserve funding, or enhanced long-term planning.

LEGAL REVIEW

The City Attorney's Office has reviewed the resolution and approved it as to form.

APPROVED BY: Shannon DeLong, City Manager

Attachments

Capital Asset Policy
 Budget Policy
 Fund Balance Reserve Policy



CITY OF CYPRESS CAPITAL ASSET POLICY

PURPOSE

To ensure adequate control and appropriate use of City capital assets.

OVERVIEW

In accordance with the City's Charter, the capitalization threshold for capital improvements including buildings, improvements, and infrastructure with a probable life in excess of ten years is \$10,000. Buildings and improvements and infrastructure meeting the threshold are assigned a tracking number and are capitalized and depreciated the year after it has been placed in service.

Beginning July 1, 2025, the capitalization threshold for all other tangible and intangibles assets is \$5,000 and a useful life of more than two years. Assets previously added but not disposed under lower thresholds will remain part of the capital asset portfolio until disposed.

Costs that are included in the capitalized basis are:

1. Original price, less discounts including design and construction necessary to bring the asset to its intended use
2. Freight, or other carriage charges
3. Sales, use and transportation taxes
4. Installation costs
5. Additional costs necessary to get the asset ready for use (i.e., light bars for police vehicles, truck bed/toolbox for a Maintenance truck, fixtures in buildings, etc.)

CATERGORES OF CAPITAL ASSETS

- **Land** includes all investments in real property, excluding buildings and improvements. Land is recorded at cost and capitalized as an asset, but it is not depreciated due to the inexhaustible nature of this type of asset.
- **Land Improvements** are non-building assets that add value to the land but have limited useful lives. Examples of depreciable land improvements include parking lots, driveways, fences, retaining walls, irrigation systems, recreation areas, athletic fields and courts, and play structures.

- **Buildings** are permanent structures used for operating purposes. If practical high-cost components, such as elevators, HVAC systems, and roofs, are recorded separately to simplify future replacement transactions, because their useful lives can differ from those of buildings.
- **Building improvements** are additions or improvements to buildings that increase value or extend the useful life of a building. Examples include lighting fixtures, roofs, replacing HVAC systems, major energy conservation projects, and upgrading plumbing or electrical systems.
- **Machinery and Equipment** include moveable personal property such as machines, guns, tools, furniture, office trailers, computers, phone systems, and copy machines.
- **Intangible assets** are financial assets that lack physical substance, such as easements, rights-of-way, and computer software. Computer software will be subject to the rules of the Governmental Accounting Standard Board (GASB) Statement No. 96.
- **Lease assets** is a contract that conveys control of the right to use assets (like land, building, or equipment) for a period in an exchange like transaction. Lease assets are subject to the rules of GASB Statement No. 87.
- **Vehicles** include any licensed or unlicensed motor vehicle. Historical cost includes the purchase price plus registration, taxes, delivery fees, and outfitting costs.
- **Infrastructure** includes bridges, traffic control devices, pavement, curbs and gutters, streets and sidewalks, drainage systems, lighting systems, traffic signals, and sewer lines.
- **Inventoried assets** relate to equipment that has an original cost of less than \$5,000 and has a useful life of greater than one (1) year. These assets may require inventory control due to susceptibility to theft or misplacement.

DEPRECIATION AND USEFULL LIFE

Straight-line method of depreciation. The original cost of the asset is used as the capitalization basis, divided by the estimated useful life of the asset which yields annual depreciation. The City's policy is to charge the first year of depreciation the year after the asset has been placed in service.

The City will review estimated useful lives periodically to determine if they are still reasonable. Based on this review, the estimated useful life of a particular asset may be revised at the Director of Finance and Administrative Services discretion to better reflect current trends.

Asset Type	Estimated Useful Life	Capitalization Threshold
Land	N/A	-
Land Improvements	10-40	\$10,000
Buildings	40	\$10,000
Building Improvements	10-40	\$10,000
Machinery and Equipment		
Computer Equipment	3-5	\$5,000
Guns	3	\$5,000
Large Tools and Furniture	10	\$5,000
Office Equipment	5	\$5,000
Intangible Assets (Subscriptions Assets)	2-10	\$5,000
Lease Asset	2-10	\$5,000
Vehicles		
Standard Vehicles	5-8	\$5,000
Marked Police Vehicles	5	\$5,000
Heavy Duty Vehicles	10	\$5,000
Infrastructure		
Bridges	65	\$10,000
Electronic Traffic Control Devices	20	\$10,000
Medians	40	\$10,000
Pavement, Curbs, Gutters, & Sidewalks	35	\$10,000
Sewer	60	\$10,000
Storm Drain System	60	\$10,000
Streetlights	20	\$10,000

ASSET SURPLUS AND DISPOSAL

Normally, assets become surplus when they are no longer in use or become obsolete or worn out.

Surplus assets are physically removed from the department and put into storage at a designated City location. Surplus assets can be transferred to another department to be put back into service, or they can be disposed of later.

All departments are required to prepare a list of all surplus assets on an annual basis as part of the budget process. However, on an individual and as needed basis, a department head may request the surplus/disposal of specific assets.

A Fixed Asset Status Change Form must be completed and approved by the department head whenever changes to an asset's status are to be made. This form will include the ID # of the asset, type of status change being made (surplus or disposal), and why the change is being made.

The standards set forth below for the surplus/disposing of City assets will not apply to real property (land or buildings and improvements) or unclaimed property held by the Police Department.

DISPOSAL

Once it is determined that a surplus asset will be disposed of, there are several methods by which the city can dispose of these assets. The preferred method used to dispose of surplus assets will be determined by the purchasing officer and will be the method which proves most advantageous to the city in accordance with Section 21A-15 of the municipal code.

LOST OR STOLEN ASSETS

In the case of lost or stolen assets, it is the responsibility of the assigned department to advise the Director of Finance and Administrative Services. The department assigned the lost or stolen asset is required to complete a Fixed Asset Status Change Form, with detailed information on the asset, as well as any details on the loss and/or theft. In addition, departments are responsible for filing a police report for all lost or stolen assets, if applicable.



CITY OF CYPRESS BUDGET POLICY

PURPOSE

The purpose of this policy is to establish guidelines for the preparation, adoption, and presentation of the City's annual budget. The budget shall provide a complete financial plan of all City funds and activities for the ensuing fiscal year.

DEFINITIONS

Non-Recurring Expenditures: Comprise special projects such as capital improvements, asset acquisitions, and other costs incurred infrequently by the City.

Non-Recurring Revenue: Revenues that are one-time in nature and cannot be reasonably expected to continue year-to-year.

Recurring Expenditures: In general, recurring expenditures are those that the City expects to fund every year in order to maintain current service levels. Examples include salaries, benefits, rent, utilities, maintenance costs and certain contracted services.

Recurring Revenues: The portion of the City's revenues that can reasonably be predicted to continue year-to-year, with some degree of predictability.

Structurally Balanced Budget: A budget is structurally balanced if it does not spend more on ongoing services than it receives in ongoing revenues.

DELEGATION OF AUTHORITY

The budget is prepared by the Finance Department with the support of each operating department under the direct supervision of the City Manager. The Finance Department is responsible for coordinating all revenues estimates contained in the budget. Estimates are reached by analyzing historical revenue history, national and local economic trends and indices, and development patterns in the local economy. The Finance Department also coordinates the development of the expenditure budgets with the support of each operating department and the City Manager.

LONG-RANGE FINANCIAL PLAN

The City's financial situation and projected future status are important factors in the financial and economic decisions the City Council may make. To support the City's budgetary planning and financial decision-making process, the City needs to analyze its financial situation and the key factors impacting its economic and financial status.

At a minimum, the proposed annual budget should include a three-year General Fund surplus/(shortfall) projection (the fiscal year plus two additional years). Major assumptions should be identified.

REVENUES

The City shall design, maintain and administer a revenue system that will assure a reliable, equitable, diversified and sufficient revenue stream to support desired City services.

EXPENDITURES

The City shall identify priority services, establish and define appropriate service levels and administer the expenditure of available resources to assure fiscal stability and the effective and efficient delivery of services.

INTERNAL SERVICES CHARGES

The City will strive to include depreciation of equipment, furnishings and computer software in the service charges paid by departments to the equipment replacement funds. This will permit the accumulation of cash to cost effectively replace these assets and smooth out budgetary impacts. However, these amounts may be budgeted for less than depreciation to maintain a structurally balanced budget.

STRUCTURALLY BALANCED BUDGET

A structurally balanced budget is a necessary component of good financial management and financial discipline and will help sustain the consistent delivery of services to residents. An unbalanced budget (spending more than is received) undermines the City's ability to deal with financial problems. It may lead to reduced services in the future and inhibit the City's ability to take advantage of opportunities that will periodically occur.

The budget for the General Fund will be structurally balanced for the fiscal year. A structurally unbalanced budget will include an explanation and describe the expected approach and time frame for achieving structural balance within the context of official revenue and expenditure projections. It is not a violation of this policy to have a planned use of funds available to fund one-time items, including capital, equipment, land or transitional costs for operations (starting up or termination of a service element). It is also not a violation of this policy to use funds previously set aside to mitigate temporarily higher costs or lower revenues.

In order to achieve a structurally balanced budget, the City should consider the following:

- Nonrecurring revenues and reserves should not be used to fund employee compensation.
- While capital assets are often funded with non-recurring revenues, the City shall be observant of the long-term operating and maintenance costs of such purposes, to prevent the creation of new on-going expenditures that cannot be maintained by recurring revenues.

- The City shall prioritize the use of non-recurring revenues to replace current assets that have outlived their useful lives over the purchase of entirely new assets, where the replacement of the expired or obsolete assets is critical to the maintenance of the City's core programs. A replacement schedule for such assets is a good indicator of when to budget for these items.

ONE-TIME RESOURCES WILL BE USED ONLY FOR ONE-TIME PURPOSES

One-time resources are revenues that only occur once, for a very limited time, or are too unpredictable or unstable to fund operations. One-time revenues may include the variable portion of some revenue sources that have highly variable components. One-time revenues are not suited to fund ongoing operations because they are not available in the future or cannot be relied on from year-to-year to pay the ongoing costs of operations.

One-time resources will not be used to fund ongoing operations. They will be used for one-time uses, including capital and other one-time expenditures, transitional funding of operations (for a limited time-period with a planned ending date), increasing reserves, or paying down unfunded liabilities.

BUDGET PROCESS

The City's fiscal year begins each July 1st and concludes on June 30th. The development of the annual budget is comprised of distinct phases and requires a great deal of effort on the part of the City Council and all members of the City's management team.

1. The budget process shall start with a review of the City's **Strategic Plan** by City Council. This review establishes the goals and objectives for the upcoming budget cycle. Following that, the **long-range financial plan shall be updated**.
2. Budget Calendar is developed and presented to City Council.
3. An internal budget kick-off meeting shall be held to review the technical and procedural aspects of preparing the budget.
4. Departments may then prepare their line-item budgets. Once the initial line-item requests are compiled, Finance staff shall work with the City Manager and departments to review the requests and gain a high-level understanding of the challenges facing the City and specific departments, including gaps between revenues and expenditures.
5. Budget review meetings may be held with each department to discuss the proposed budgets, including increases, reductions, or other significant changes, goals and objectives, and supplemental requests.
6. In accordance with the City's Charter, the Manager shall submit the **proposed budget to City Council by May 31st each year**.

AMENDMENTS

In accordance with the City's Charter, the Manager may transfer part or all of any unencumbered appropriation balance among programs within a department, office, or agency and, upon written request by the Manager, the Council may by resolution transfer part or all of any unencumbered appropriation balance from one department, office, or agency to another.

REPORTING

Monthly: A revenue/expenditure report will be produced monthly so that it can be directly compared to the actual results of the fiscal year to date.

Quarterly: Each quarter, staff will produce a "Quarterly Financial Report" comparing current year to past year actual revenue and expenditure and present the data to City Council.

POLICY ADOPTION

The Director of Finance & Administrative Services shall be responsible for reviewing and modifying this Policy annually for City Council consideration to ensure its consistency with the overall objectives and its relevance to current law and current financial and economic conditions.



CITY OF CYPRESS FUND BALANCE RESERVE POLICY

PURPOSE

The purpose of this policy is to establish the level of unrestricted fund balance that should be maintained in the general fund for GAAP and budgetary purposes and to articulate a framework and process for how the city will increase or decrease the level of unrestricted fund balance over time.

DEFINITIONS

Non-spendable Fund Balance: Inherently non-spendable portions of net resources that cannot be spent because of their form or portions of net resources that cannot be spent because they must be maintained intact.

Restricted Fund Balance: Externally enforceable limitations, on the use of funds, that are imposed by creditors, grantors, contributors, or laws and regulations of other governments or limitations imposed by law through constitutional provisions or enabling legislation. Debt Service fund balance will be designated as restricted.

Committed Fund Balance: Self-imposed limitations, on the use of funds, that are set in place prior to the end of a period. Limitations imposed at highest level of local decision making that requires formal action at the same level to remove. Capital Project fund balances typically will consist of funds designated by the City Council for future capital improvement projects.

Assigned Fund Balance: Limitations resulting from intended use that are established at the highest level of decision making or intended use established by the City Council for a specific purpose. The resources for these funds may be acquired through the budgeting process or funds that are deposited with the city for specific purposes. Special Revenue fund balances typically consist of funds assigned by other governmental agencies for specific use or by the City Council specific use.

Unassigned Fund Balance: Residual net resources that make up the fund balance in the general fund more than nonspendable, restricted, committed, and assigned fund balance (i.e., surplus) or excess of nonspendable, restricted, and committed fund balance over total fund balance (i.e., deficit). The General operating fund balance typically will consist of unassigned funds for use by the City Council.

DELEGATION OF AUTHORITY

The Director of Finance and Administrative Services is responsible for monitoring reserve levels and reporting current and projected reserves during each budget development cycle.

GENERAL FUND RESERVES

The City shall maintain a Committed Fund Balance of twenty-five percent (25%) of operating expenditures in the General Fund. This fund balance is intended to provide stability in the event of unexpected changes to revenues or expenses. The Committed Fund Balance shall mean the dollar amount of unencumbered fund balance, excluding any amounts held in reserves or otherwise committed funds. The total operating budget for the most recent fiscal year—excluding capital expenditures and transfers out—shall be used to calculate the percentage of operating expenditures.

At the end of the fiscal year, the excess unassigned fund balance in the City's General Fund will be prioritized and presented for City Council consideration as follows:

1. Twenty-five percent (25%) shall stay in the General Fund Balance as unassigned fund balance for unforeseen appropriations that may arise throughout the fiscal year.
2. Up to twenty-five percent (25%) will be transferred to the Employee Benefits Fund until a fund balance reserve is established and maintained equal to current liabilities.
3. Up to fifteen percent (15%) will be transferred to the Self-Insurance Funds - General Liability and Workers Compensation Funds until a fund balance reserve is established to cover the long-term liabilities due within one year (claims payable).
4. The remaining balance will be transferred to Capital Funds: Infrastructure Reserve Fund, Capital Outlay, and Information Technology Replacement.

Replenishment of General Fund Reserves

If the General Fund balance falls below policy reserves as defined above, the City Manager shall prepare and present to the City Council a recommended plan to replenish the reserves. The City Council shall review and adopt a replenishment plan within twelve months after the policy reserve levels first fall below the minimum levels. Once adopted, the replenishment plan's progress will be reviewed periodically with the City Council but no less than every calendar year until such time as the reserves are replenished to or above the target levels described above.

Conditions for Using General Fund Reserves

The City shall endeavor to avoid the appropriation of fund balance for recurring operating expenditures. If at any time the utilization of a fund balance to pay for operating expenditures is necessary to maintain the quality or a defined level of services, an explanation of the circumstances for the utilization of fund balance and demonstration of strategy through the long-term financial model on future fund balance targets will be included in the budget transmittal letter prepared by the Mayor in the Proposed Budget and deliberated by the City Council.

Reserves may be used at the discretion of the City Council to:

1. Provide temporary resources in the event of an economic downturn while expenditure reductions are implemented or alternate sources of revenue are determined;
2. Provide resources to meet emergency expenditures in case of flood, fire, earthquake, landslides or other catastrophic failures; or
3. Provide resources for one-time capital outlay expenditures which include capital equipment as part of the capital improvement plan.

INFRASTRUCTURE FUND RESERVE

The City shall maintain a Committed Fund Balance of thirty percent (30%) of the total seven-year capital improvement program that is funded by the general fund, plus encumbrances in the Infrastructure Reserve Fund.

POLICY ADOPTION

The Director of Finance & Administrative Services shall be responsible for reviewing and modifying this Policy annually for City Council consideration to ensure its consistency with the overall objectives and its relevance to current law and current financial and economic conditions.

RESOLUTION NO. _____

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

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

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

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

PASSED AND ADOPTED by the City Council of the City of Cypress, ex officio governing Board of Directors of the Cypress Recreation and Park District, at a regular meeting held on the 26th day of May, 2026.

MAYOR OF THE CITY OF CYPRESS

ATTEST:

CITY CLERK OF THE CITY OF CYPRESS

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS

I, LISA A. BERGLUND, City Clerk of the City of Cypress, DO HEREBY CERTIFY that the foregoing Resolution was duly adopted at a regular meeting of the said City Council held on the 26th day of May, 2026, by the following roll call vote:

AYES:
NOES:
ABSENT:

CYPRESS

CITY CLERK OF THE CITY OF

CITY OF CYPRESS

STATEMENT OF INVESTMENT POLICY

FISCAL YEAR 2026-27



CITY OF CYPRESS
STATEMENT OF INVESTMENT POLICY
FISCAL YEAR 2026-27

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CITY OF CYPRESS
STATEMENT OF INVESTMENT POLICY
FISCAL YEAR 2026-27

POLICY

1. PURPOSE

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

2. SCOPE

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

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

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

3. PRUDENCE

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

4. OBJECTIVE

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

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

CITY OF CYPRESS
STATEMENT OF INVESTMENT POLICY
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- b. Liquidity - This refers to the ability to "cash in" at any moment in time with a minimal chance of losing some portion of principal or interest. The City will maintain sufficient cash and short-term investment instruments which, together with projected revenues, will provide sufficient liquidity to meet all operating requirements as well as unanticipated needs for funds.
- c. Return on Investments (Yield) – Yield is the income returned on investments. The Portfolio will be designed with the objective to attain a market rate of return throughout budgetary and economic cycles, commensurate with the City's investment risk constraints and cash flow requirements.

5. DELEGATION OF AUTHORITY

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

6. ETHICS AND CONFLICTS OF INTEREST

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

CITY OF CYPRESS
STATEMENT OF INVESTMENT POLICY
FISCAL YEAR 2026-27

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

7. AUTHORIZED FINANCIAL DEALERS AND INSTITUTIONS

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

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

8. AUTHORIZED AND SUITABLE INVESTMENTS

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

a) U.S. Treasury Securities

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

b) U.S. Government Agency Securities

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

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FISCAL YEAR 2026-27

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

c) Certificates of Deposit (CD)

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

d) Bankers' Acceptances

Also known as bills of exchange or time drafts, Bankers' Acceptances are drawn on and accepted by a commercial bank. Purchases of bankers' acceptances shall not exceed 180 days maturity. Issuing banks must be rated by at least two of the Nationally Recognized Statistical Rating Organizations (NRSROs) and have a short-term rating of at least A1/P1 and a long-term rating, if any, of not less than "A". Bankers' Acceptances shall not exceed 25% of the portfolio at the time of purchase with each issuer limited to 10%.

e) Commercial Paper

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

f) Negotiable Certificates of Deposit

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

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g) Medium-term Corporate Notes

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

h) State of California Local Agency Investment Fund (LAIF)

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

i) California County Investment Pools

County investment pools are investment funds managed by California counties in which local agency deposits are commingled with county funds and invested in accordance with Government Code Section 5364. The total investment in all county investment pools shall not exceed \$50 million.

j) Local Government Investment Pools

Shares of beneficial interest issued by a joint powers authority organized pursuant to Government Code Section 6509.7 that invests in the securities and obligations authorized in subdivisions (a) to (r) of Government Code Section 53601, inclusive. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. The total investment in all county investment pools shall not exceed \$50 million. To be eligible under this section, the joint powers authority issuing the shares shall have retained an investment adviser that meets all of the following criteria:

1. The adviser is registered or exempt from registration with the Securities and Exchange Commission.
2. The adviser has not less than five years of experience investing in the securities and obligations authorized in subdivisions (a) to (r) Government Code Section 53601, inclusive.

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3. The adviser has assets under management in excess of five hundred million dollars (\$500,000,000).
4. Only pools that seek to maintain a constant net asset value of \$1.00 per Share are permitted.

k) Money Market Mutual Funds

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

l) Municipal Bonds

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

9. REVIEW OF INVESTMENT PORTFOLIO

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

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

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"grandfather" in securities purchased prior to a downgrade or the effective date of new legislation.

10. INVESTMENT POOLS/MUTUAL FUNDS

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

11. COLLATERALIZATION

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

12. SAFEKEEPING AND CUSTODY

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

13. MAXIMUM MATURITIES AND SETTLEMENT PERIODS

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

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14. INTERNAL CONTROLS

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

15. REPORTING

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

16. INVESTMENT POLICY ADOPTION

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

17. INDEMNIFICATION

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

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INVESTMENT GUIDELINES AND STRATEGY

I. GUIDELINES

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

1. Investment Transaction: Every investment transaction must be authorized and reviewed by the City Treasurer and Finance Manager.
2. Pooled Cash: Whenever practical, cash is consolidated into one bank account and invested on a pooled concept basis. Interest earnings are allocated quarterly to each fund according to fund actual month-end cash balances.
3. Competitive Bids: Purchases and sales of securities are made on the basis of competitive offers and bids when practical.
4. Cash Forecasting: The cash flow for the City is projected with the receipt of revenues and maturity of investments scheduled so that adequate cash will be available to meet disbursement requirements.
5. Investment Limitations: Security purchases and holdings are maintained within statutory limits imposed by the California Government Code. The City's current limits are listed on the following page.
6. Liquidity: The marketability (salability) of a security is considered at the time of purchase, as the security may have to be sold at a later date to meet unanticipated cash demands.
7. Diversification: The portfolio should consist of various types of securities, issuers, and maturities.
8. Evaluate Certificates of Deposit:
 - a) Certificates of Deposit shall be evaluated in terms of Federal Deposit Insurance Corporation (FDIC) coverage. The City does not purchase Certificates of Deposit in excess of the FDIC coverage amount.
 - b) Negotiable Certificates of Deposit shall be evaluated in terms of the credit worthiness of the issuer, as these deposits are uninsured and uncollateralized promissory notes.

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

¹ Individual issuer limit of 10%

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

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

⁴ Individual issuer limit of 5%

II. STRATEGY

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

1. Economic Forecasts: Economic forecasts are obtained periodically from economists and financial experts to assist with the formulation of an investment strategy for the local agency.
2. Implementing Investment Strategy: Investment transactions are executed which conform with anticipated interest rate trends and the current investment strategy plan.
3. Preserve Portfolio Value: The City generally holds investments until maturity to avoid short-term market fluctuations..

III. AUDIT

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

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INVESTMENT PROCEDURES – INTERNAL CONTROL GUIDELINES

I. OBJECTIVES OF INTERNAL CONTROL

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

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

II. LIMITATIONS OF INTERNAL CONTROL

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

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

III. ELEMENTS OF INTERNAL CONTROL

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

- ORGANIZATION: Specific responsibility for the performance of duties should be assigned and lines of authority and reporting clearly identified and understood.
- PERSONNEL: Personnel should have capabilities commensurate with their responsibilities. Personnel selection and training policies, together with the quality and quantity of supervision, are essential.

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- SEGREGATION OF FUNCTIONS: Segregation of incompatible functions reduces the risk that a person is in a position both to perpetrate and conceal errors or irregularities in the normal course of duty. If different people handle two parts of a transaction, collusion is necessary to conceal errors or irregularities. In particular, the functions that should be considered when evaluating segregation of functions are authorization, execution, recording, custody of assets, and performing reconciliations.
- AUTHORIZATION: An appropriate responsible individual should authorize all transactions. The responsibilities and limits of authorization should be clearly delineated. The authorization for a specific transaction or the granting of authority for transactions should be to a position commensurate with the significance of the transactions. Delegation of authority to authorize transactions should be handled carefully.
- CONTROLS OVER ACCOUNTING SYSTEM: Controls over an accounting system include manual and automated procedures carried out independently to ascertain that transactions are complete, valid, authorized and properly recorded.

IV. CASH CONTROLS

1. Cash control procedures include the following:
 - a. Receipts are reconciled on a daily basis.
 - b. Amounts are deposited intact.
 - c. All bank accounts are duly authorized.
 - d. Bank reconciliations are prepared and reviewed.
 - e. The posting of cash receipt entries in books is timely.
 - f. Receipt forms are automated, accounted for, and physically secured.
 - g. Proper approval required for write-off of customer accounts.
 - h. Checks are restrictively endorsed upon receipt.
 - i. Adequate physical security over cash.
 - j. Individuals who handle cash do not post account records.
 - k. Adequate supervision of Finance Department operations.
2. Significant revenues are confirmed directly with payer and compared with City books to make sure amounts are recorded properly.
3. Cash balances are substantiated by confirming **all** account balances. Bank reconciliations are reviewed for propriety and recalculated by the auditor. All significant reconciling items on bank reconciliations are verified as valid reconciling items by proving to subsequent bank statements.

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SEGREGATION OF RESPONSIBILITIES OF THE TREASURY FUNCTIONS

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

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GLOSSARY OF INVESTMENT TERMINOLOGY

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

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

Certificates of Deposit (CD): A deposit of funds at a bank for a specified period of time that earns interest at a specified rate. The City does not purchase Certificates of Deposit that are not FDIC insured..

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

Commercial Paper: Short-term unsecured promissory notes issued by a corporation to raise working capital. These negotiable instruments are typically purchased at a discount to par value or at par value with interest bearing. Local agencies are permitted by State law to invest in Commercial Paper of the highest ranking or of the highest letter and numerical rating as provided by a nationally recognized statistical rating organization (NRSRO).

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

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

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

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

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

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

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

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

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

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

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

Medium Term Corporate Notes: Unsecured promissory notes issued by a corporation organized and operating in the United States. These are negotiable instruments traded in the secondary market. Medium Term Corporate Notes can be defined as extended maturity Commercial Paper. Local agencies are restricted by the Government Code to investments in corporations rated in the top three note categories by an NRSRO, five year maximum maturity and may not exceed 30% of surplus funds.

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

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

Negotiable Certificates of Deposit: Unsecured obligations of the financial institution, bank or savings and loan, bought at par value with the promise to pay face value plus accrued interest at maturity. They are high-grade negotiable instruments, paying a higher interest rate than regular certificates of deposit. The primary market issuance is in multiples of \$1,000,000, the secondary market usually trades in denominations of \$500,000, and smaller lots are occasionally available. As a matter of practice, only the ten largest US banks, where there is a secondary market established for continued liquidity, are considered for investment.

Par Value: The face value of a bond.

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

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

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

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

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

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

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



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

5.

FROM: Stephanie Sikkema, Director of Finance and Administrative Services

DATE: 05/26/2026

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

RECOMMENDATION

Receive and file the Five-Year Technology Master Plan for FY 2026-27 through FY 2030-31.

DISCUSSION

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

The Plan for FY 2026-27 through FY 2030-31 focuses on enhancing physical and digital security and maintaining public safety throughout the City and its facilities, and improving public-facing services. The Plan continues the City's practice regarding the timely replacement of technological infrastructure. These infrastructure replacements, along with strong cybersecurity defenses, ensure the City remains protected against evolving threats and day-to-day operations can continue uninterrupted.

Projects completed, or currently underway, from the Plan approved in conjunction with the FY 2025-26 budget include:

- City Facility Security Improvements
- City Facility Conference Room Audiovisual Additions
- Electronic Procurement and Bidding System
- Recreation Facility Audiovisual System Enhancements
- Storm Water Pump Station SCADA System Upgrade

Recommended Plan projects for FY 2026-27 include:

- City Facility Security Improvements
- Council Chamber Audiovisual Improvements
- Council Meeting Broadcast Improvements

- Electronic Signature System
- Electronic Timekeeping System
- Online Public Records System Implementation

BUDGET IMPACT

The FY 2026-27 Proposed Budget, scheduled for adoption on June 9, incorporates the \$626,000 of technology investments included in the first year of the Plan.

LEGAL REVIEW

None required.

APPROVED BY: Shannon DeLong, City Manager

Attachments

Technology Master Plan FY 2026-27

City of Cypress Technology Master Plan



**For the Five Years of
FY 2026-27 through FY 2030-31**

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INTRODUCTION

Honorable Mayor and Members of the City Council,

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

Plan Overview

The Technology Master Plan projects are funded through a variety of sources including the City's Technology Investment Fund, which was established over decade ago to provide start-up capital for new technology projects. Additionally, there are accumulated replacement funds set aside (largely from the General Fund) and some restricted monies (such as federally funded police grants) which are available for the replacement of existing technology. The FY 2026-27 Proposed Budget, scheduled for adoption on June 9, incorporates the \$626,000 of technology investments included in the first year of this plan.

The technology projects are classified into four categories:

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

Plan Objectives and Key Considerations

The Technology Master Plan is designed to support the City's top priorities and strategic initiatives. The projects outlined in the plan extend across all city departments and are developed collaboratively by department directors, staff, and the Information Technology Division. Aligned with the City's Strategic Plan, the updated Technology Master Plan identifies focused initiatives that advance organizational goals, including expanding digital solutions to improve internal workflows and operational efficiency.

Beyond improving internal operations, the plan also prioritizes modernization of public-facing services to create faster, more accessible processes for residents and businesses. These enhancements are intended to strengthen service delivery, simplify city operations, and provide a more efficient and user-friendly customer experience.

An essential component of the Plan is sustaining a reliable, citywide technology infrastructure replacement cycle. Maintaining current technology allows staff to operate effectively while reducing exposure to hardware failures, software vulnerabilities, and cybersecurity risks. Key investments in the current cycle include upgraded audiovisual systems for conference rooms, replacement of copiers and plotters, and new digital plan review workstations.

Conclusion

The Technology Master Plan continues to play a vital role in advancing Cypress' technology capabilities. As operational and technological needs have changed over time, the Plan has provided a dependable framework for maintaining modern infrastructure and aligning city services with evolving industry standards and best practices. Its continuing success underscores the need for ongoing assessment, flexibility, and long-term planning.

Looking ahead, the city recognizes the growing impact of artificial intelligence (AI) and anticipates that emerging AI technologies will create new opportunities to improve efficiency, innovation, and service delivery. As a result, AI-related initiatives may become an important focus of future Technology Master Plan projects.

Continued investment in the Technology Master Plan remains critical to sustaining and enhancing the City's technology infrastructure. The City Council's leadership and ongoing support will be essential to ensuring Cypress remains prepared to address future operational needs and technological advancements.

FIGURE 1: TECHNOLOGY PROJECTS INITIAL OUTLAY INVESTMENTS

Project Description	2026-27	2027-28	2028-29	2029-30	2030-2031	5-Year
CUSTOMER SERVICE PROJECTS						
Council Chamber Audiovisual Improvements	\$ 25,000	\$ -	\$ -	\$ -	\$ -	\$ 25,000
Council Meeting Broadcast Improvements	32,000	-	-	-	-	32,000
Online Public Records Request System	13,000	-	-	-	-	13,000
Website Enhancements	-	50,000	-	-	-	50,000
Customer Service Subtotal =	\$ 70,000	\$ 50,000	\$ -	\$ -	\$ -	\$ 120,000
ORGANIZATIONAL EFFICIENCY/TRANSPARENCY PROJECTS						
City Facility Security Improvements	\$ 150,000	\$ 150,000	\$ 100,000	\$ -	\$ -	\$ 400,000
Economic Development Tools	-	30,000	-	-	-	30,000
Electronic Signature System	12,000	-	-	-	-	12,000
Electronic Timekeeping System	50,000	-	-	-	-	50,000
Maintenance Management and Asset System	-	250,000	-	-	-	250,000
Paperless Digitization	-	75,000	-	-	-	75,000
Park Facility Security Improvements	150,000	75,000	75,000	75,000	-	375,000
Org Efficiency/Transparency Subtotal =	\$ 362,000	\$ 580,000	\$ 175,000	\$ 75,000	\$ -	\$ 1,192,000
TECHNOLOGY INFRASTRUCTURE PROJECTS						
City Data Center Infrastructure	\$ -	\$ -	\$ -	\$ -	\$ 525,000	\$ 525,000
City Desktop/Laptop Computers	-	-	-	200,000	-	200,000
City Facility Conference Room Audiovisual	15,000	30,000	-	-	-	45,000
City Facility Multi-Function Copiers	-	-	70,000	-	-	70,000
City Facility Network Security Firewalls	-	50,000	-	-	-	50,000
City Facility Network Switches	-	-	-	135,000	-	135,000
City Facility Wi-Fi Access Points	-	-	-	-	35,000	35,000
Community Center Audiovisual System	-	-	-	105,000	-	105,000
Electric Vehicle Charging Station System	-	-	-	-	-	-
Equipment Addition/Replacement Contingency	30,000	30,000	30,000	30,000	30,000	150,000
Parks Wi-Fi Access Points	-	-	17,000	-	11,000	28,000
Police Drone System	100,200	-	-	-	-	100,200
Police In-Car and Bodyworn Video System	-	-	135,000	-	-	135,000
Police Mobile Phones	-	-	-	-	13,500	13,500
Police Taser System	-	-	-	65,000	-	65,000
Police Vehicle Mobile Data Computers	-	250,000	-	-	-	250,000
Print Shop Production Copier	25,000	-	-	-	-	25,000
Public Works Digital Plan Review Workstations	5,000	20,000	-	-	-	25,000
Public Works Large Format Plotter	-	12,000	-	-	-	12,000
RCS Large Format Plotters	18,800	-	-	-	-	18,800
SCADA Pump Station System	-	-	-	-	200,000	200,000
Senior Center Audiovisual System	-	-	-	-	25,000	25,000
Senior Center Lab Computers	-	8,500	-	-	-	8,500
Traffic Signal System	-	-	-	-	325,000	325,000
Infrastructure Subtotal =	\$ 194,000	\$ 400,500	\$ 252,000	\$ 535,000	\$ 1,164,500	\$ 2,546,000
TOTAL =	\$ 626,000	\$ 1,030,500	\$ 427,000	\$ 610,000	\$ 1,164,500	\$ 3,858,000

FIGURE 2: TECHNOLOGY PROJECTS ONGOING MAINTENANCE/SERVICE COSTS

Project Description	2026-27	2027-28	2028-29	2029-30	2030-31	5-Year
CUSTOMER SERVICE PROJECTS						
Council Chamber Audiovisual System Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Council Meeting Broadcast Improvements	14,200	14,200	14,200	14,200	14,200	71,000
Online Public Records Request System	-	8,000	8,000	8,000	8,000	32,000
Website Enhancements	-	-	-	-	-	-
Customer Service Subtotal =	\$ 14,200	\$ 22,200	\$ 22,200	\$ 22,200	\$ 22,200	\$ 103,000
ORGANIZATIONAL EFFICIENCY/TRANSPARENCY PROJECTS						
City Facility Security Improvements	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Economic Development Tools	-	-	30,000	30,000	30,000	90,000
Electronic Signature System	-	28,000	28,000	28,000	28,000	112,000
Electronic Timekeeping System	-	16,000	16,000	16,000	16,000	64,000
Maintenance Management and Asset System	-	30,000	30,000	30,000	30,000	120,000
Paperless Digitization	-	-	-	-	-	-
Park Facility Security Improvements	-	-	-	-	-	-
Org Efficiency/Transparency Subtotal =	\$ -	\$ 74,000	\$ 104,000	\$ 104,000	\$ 104,000	\$ 386,000
TECHNOLOGY INFRASTRUCTURE PROJECTS						
City Data Center Infrastructure	\$ -	\$ -	\$ -	\$ -	\$ 58,000	\$ 58,000
City Desktop/Laptop Computers	-	-	-	-	-	-
City Facility Conference Room Audiovisual	-	-	-	-	-	-
City Facility Multi-Function Copiers	-	-	16,000	16,000	16,000	48,000
City Facility Network Security Firewalls	-	13,300	13,300	13,300	13,300	53,200
City Facility Network Switches	-	-	-	7,500	7,500	15,000
City Facility Wi-Fi Access Points	-	-	-	-	2,900	2,900
Community Center Audiovisual System	-	-	-	6,000	6,000	12,000
Electric Vehicle Charging Station System	24,300	24,300	24,300	24,300	24,300	121,500
Equipment Addition/Replacement Contingency	-	-	-	-	-	-
Parks Wi-Fi Access Points	-	-	1,050	1,050	1,050	3,150
Police Drone System	-	28,000	28,000	-	-	56,000
Police In-Car and Bodyworn Video System	-	-	-	135,000	135,000	270,000
Police Mobile Phones	-	-	-	-	41,500	41,500
Police Taser System	-	-	-	-	65,000	65,000
Police Vehicle Mobile Data Computers	-	-	-	-	-	-
Print Shop Production Copier	6,000	6,000	6,000	6,000	6,000	30,000
Public Works Digital Plan Review Workstations	3,400	3,400	3,400	3,400	3,400	17,000
Public Works Large Format Plotter	-	-	-	-	-	-
RCS Large Format Plotters	-	-	-	-	-	-
SCADA Pump Station System	-	-	-	-	20,000	20,000
Senior Center Audiovisual System	-	-	-	-	2,000	2,000
Senior Center Lab Computers	-	-	-	-	-	-
Traffic Signal System	-	-	-	-	9,250	9,250
Infrastructure Subtotal =	\$ 33,700	\$ 75,000	\$ 92,050	\$ 212,550	\$ 411,200	\$ 824,500
TOTAL =	\$ 47,900	\$ 171,200	\$ 218,250	\$ 338,750	\$ 537,400	\$ 1,313,500

FIGURE 3: TECHNOLOGY PROJECTS BY FUNDING SOURCE FOR FY 2026-27

Project Description	Technology Investment Funds	Accumulated Replacement Funds	Capital Improvement Program	Other	Total
CUSTOMER SERVICE PROJECTS					
Council Chamber Audiovisual System Improvements	\$ -	\$ -	\$ -	\$ 25,000	\$ 25,000
Council Meeting Broadcast Improvements	-	-	-	32,000	32,000
Online Public Records Request System	-	-	-	13,000	13,000
Customer Service Subtotal =	\$ -	\$ -	\$ -	\$ 70,000	\$ 70,000
ORGANIZATIONAL EFFICIENCY/TRANSPARENCY PROJECTS					
City Facility Security Improvements	\$ -	\$ -	\$ 150,000	\$ -	\$ 150,000
Electronic Signature System	12,000	-	-	-	12,000
Electronic Timekeeping System	50,000	-	-	-	50,000
Park Facility Security Improvements	-	-	150,000	-	150,000
Organizational Efficiency/Transparency Subtotal =	\$ 62,000	\$ -	\$ 300,000	\$ -	\$ 362,000
TECHNOLOGY INFRASTRUCTURE PROJECTS					
City Facility Conference Room Audiovisual	\$ 15,000	\$ -	\$ -	\$ -	\$ 15,000
Equipment Addition/Replacement Contingency	30,000	-	-	-	30,000
Police Drone System	30,200	-	-	70,000	100,200
Print Shop Production Copier	25,000	-	-	-	25,000
Public Works Digital Plan Review Workstation	5,000	-	-	-	5,000
RCS Large Format Plotters	-	-	-	18,800	18,800
Technology Infrastructure Subtotal =	\$ 105,200	\$ -	\$ -	\$ 88,800	\$ 194,000
TOTAL =	\$ 167,200	\$ -	\$ 300,000	\$ 158,800	\$ 626,000

CUSTOMER SERVICE PROJECTS

Project Title: Council Chamber Audiovisual System Improvements

Requesting Dept.: Administration

One-Time Cost: \$25,000

Ongoing Cost: N/A

Recommended Year: FY 2026-27

Funding Source: Public, Education, and Governmental Access (PEG) Fund

This project is the proposed integration of a web conferencing solution into the Council Chamber audiovisual system. Currently, the city utilizes a web conferencing solution to allow for public remote participation by two-way audio via phone. The web conferencing solution lacks the ability for remote public participants to get the full meeting video that's broadcast online and through cable TV. Integrating a web conferencing solution into the Council Chamber audiovisual system will allow public remote participants to get the full video feed of the broadcast. This solution will also allow for remote council member participation via both audio and video. This will better align the city with recent California state requirements surrounding council meeting requirements (SB707).

Project Title: Council Meeting Broadcast Improvements

Requesting Dept.: Administration

One-Time Cost: \$32,000

Ongoing Cost: \$14,200 Annually

Recommended Year: FY 2026-27

Funding Source: Public, Education, and Governmental Access (PEG) Fund

This project is the proposed upgrade of the current city cable channel signal and equipment to high definition. The signal and equipment are used primarily for live council meetings and council meeting replays as well as informational signage. Currently, the council meeting equipment for the cable TV broadcast is past end of life and no longer supported by Spectrum Business. By proactively replacing this equipment, the risk of equipment failure is mitigated and the quality of the picture broadcast to the cable TV channel would be greatly improved. Replacing video on demand and digital signage equipment would also mitigate aging equipment issues and provide new opportunities for content accessibility.

CUSTOMER SERVICE PROJECTS (cont.)

Project Title: Online Public Records Request System

Requesting Dept.: Administration

One-Time Cost: \$13,000

Ongoing Cost: \$8,000 Annually

Recommended Year: FY 2026-27

Funding Source: Technology Investment Fund

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

Project Title: Website Enhancements

Requesting Dept.: Administration

One-Time Cost: \$50,000

Ongoing Cost: N/A

Recommended Year: FY 2027-28

Funding Source: Technology Investment Fund

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

ORGANIZATIONAL EFFICIENCY/TRANSPARENCY PROJECTS

Project Title: City Facility Security Improvements

Requesting Dept.: Public Works

One-Time Cost: \$150,000 (FY 2026-2028)
\$100,000 (FY 2028-29)

Ongoing Cost: N/A

Recommended Year: FY 2026-27 through FY 2028-29

Funding Source: Capital Improvement Program

Included in this multi-year capital project will be replacement and/or addition of security cameras, access control systems (keycards), motion sensors and intrusion detection, and other security components and hardware/software as identified in the comprehensive review of City Facility Security Systems.

Project Title: Economic Development Tools

Requesting Dept.: Community Development

One-Time Cost: N/A

Ongoing Cost: \$30,000 Annually

Recommended Year: FY 2027-28

Funding Source: City General Fund

In anticipation of the forthcoming Economic Development Action Plan, funds are requested for future investment in economic development technology tools, including cloud-based platforms that support business marketing and growth. These tools would enhance the City’s ability to promote commercial properties, highlight local businesses, and encourage residents to shop locally through digital programs and improved access to business information, strengthening the City’s efforts in business attraction and retention.

ORGANIZATIONAL EFFICIENCY/TRANSPARENCY PROJECTS (cont.)

Project Title: Electronic Signature System

Requesting Dept.: Administration

One-Time Cost: N/A

Ongoing Cost: \$12,000 Annually

Recommended Year: FY 2026-27

Funding Source: Technology Investment Fund

The project is the proposed implementation of an electronic signatures and agreement management system. Currently staff utilize paper agreements which require handwritten signatures and are inefficient and time-consuming. The benefits of transitioning to an electronic signature and agreement system include eliminating paper waste, expediency and automation of routing, digital audit trails, and improved document security.

Project Title: Electronic Timekeeping System

Requesting Dept.: Finance & Administrative Services

One-Time Cost: \$50,000

Ongoing Cost: \$16,000 Annually

Recommended Year: FY 2026-27

Funding Source: Technology Investment Fund

The project is the proposed implementation of an electronic timekeeping system. Currently staff utilize paper time sheets which is inefficient and can lead to inaccuracies. The benefits of transitioning to an electronic system include: the ability to enter and track time types; manage time off requests; manage complex time tracking rules and pay codes; geofencing capability; and mobile time entry.

ORGANIZATIONAL EFFICIENCY/TRANSPARENCY PROJECTS (cont.)

Project Title:	Maintenance Management & Asset System
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Requesting Dept.:	Public Works
One-Time Cost:	\$250,000
Ongoing Cost:	\$30,000 Annually
Recommended Year:	FY 2027-28
Funding Source:	City General Fund

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

Project Title:	Paperless Digitization
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Requesting Dept.:	Community Development, Public Works
One-Time Cost:	\$75,000
Ongoing Cost:	N/A
Recommended Year:	FY 2027-28
Funding Source:	City General Fund

This project digitizes and indexes services for development project plans and permits. Digitizing is necessary prior to the east wing seismic retrofit, so files will be available digitally for reference. Project files will be imported into the existing record management system, improving record management and accessibility.

ORGANIZATIONAL EFFICIENCY/TRANSPARENCY PROJECTS (cont.)

Project Title: **Park Facility Security Improvements**

Requesting Dept.: Public Works

One-Time Cost: \$150,000 (FY 2026-27)
 \$75,000 (FY 2027-2030)

Ongoing Cost: N/A

Recommended Year: FY 2026-27 through FY 2029-30

Funding Source: Capital Improvement Program

Included in this multi-year capital project is the replacement and/or addition of security cameras, access control systems (keycards), motion sensors and intrusion detection, and other security components and hardware/software as identified in the comprehensive review of Park Facility Security Systems.

TECHNOLOGY INFRASTRUCTURE PROJECTS

Project Title: City Data Center Infrastructure

Requesting Dept.: Finance & Administrative Services

One-Time Cost: \$525,000

Ongoing Cost: \$58,000 Annually

Recommended Year: FY 2030-31

Funding Source: Accumulated Replacement Funds

The City’s servers and storage appliances were replaced in 2024 and need to be replaced in FY 2030-31 to ensure continued operation of the City’s servers and applications. Servers and storage appliances are used to house the City’s data, backups, host printing services, manage file permissions, and run applications for all departments.

Project Title: City Desktop/Laptop Computers

Requesting Dept.: Finance & Administrative Services

One-Time Cost: \$200,000

Ongoing Cost: N/A

Recommended Year: FY 2029-30

Funding Source: Accumulated Replacement Funds

Desktop and laptop computers were replaced in 2024 and will need to be replaced in FY 2029-30. Computer replacements are necessary to stay current with industry standard hardware, software, and security standards. This project includes the replacement of all staff desktop computer workstations, laptops, and accompanying peripherals.

TECHNOLOGY INFRASTRUCTURE PROJECTS (cont.)

Project Title:	City Facility Conference Room Audiovisual
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Requesting Dept.:	Finance & Administrative Services
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One-Time Cost:	\$15,000 (FY 2026-27)
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	\$30,000 (FY 2027-28)
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Ongoing Cost:	N/A
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Recommended Year:	FY 2026-27 through FY 2027-28
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Funding Source:	Technology Investment Fund
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This project is the proposed purchase of replacement or addition of audiovisual technology for the city's conference rooms located at all city facilities (including CRPD). Once audiovisual technology in each city facility conference room reaches end-of-life, new wall mounted displays will be installed with small form computers and peripherals. This allows for meetings that are more efficient and allow for online meetings and webinars to be conducted, reducing the need for in-person meetings at city facilities. This project will be for all city facility conference rooms including City Hall Board Room, Administration Meeting Room, Public Works Conference Room, Engineering Meeting Space, PD Chief Conference Room, PD Briefing Room, Community Center Conference Room, Maintenance Yard Conference Room, Senior Center Conference Room.

Project Title:	City Facility Multi-Function Copiers
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Requesting Dept.:	Finance & Administrative Services
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One-Time Cost:	\$70,000
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Ongoing Cost:	\$16,000 Annually
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Recommended Year:	FY 2028-29
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Funding Source:	Accumulated Replacement Funds
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This project is the replacement of the City's copier fleet, which will be nearing end-of-life in 2028 and will no longer be supported by the manufacturer at that time. These copiers provide high volume scanning, copying, scan to email, and scan to fax capabilities as well as advanced printing functionality throughout all city offices.

TECHNOLOGY INFRASTRUCTURE PROJECTS (cont.)

Project Title: City Facility Network Security Firewalls

Requesting Dept.: Finance & Administrative Services

One-Time Cost: \$50,000

Ongoing Cost: \$13,300 Annually

Recommended Year: FY 2027-28

Funding Source: Accumulated Replacement Funds

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

Project Title: City Facility Network Switches

Requesting Dept.: Finance & Administrative Services

One-Time Cost: \$135,000

Ongoing Cost: \$7,500 Annually

Recommended Year: FY 2029-30

Funding Source: Accumulated Replacement Funds

The City's network switches will reach the end of life in 2029 and need to be replaced in FY 2029-30. A network switch connects each device on the City's network (PCs, notebooks, tablets, etc.) The switches are used to interconnect to the City's file, print, and application servers with endpoint devices and the internet.

TECHNOLOGY INFRASTRUCTURE PROJECTS (cont.)

Project Title: **City Facility Wi-Fi Access Points**

Requesting Dept.: Finance & Administrative Services

One-Time Cost: \$35,000

Ongoing Cost: \$2,900 Annually

Recommended Year: FY 2030-31

Funding Source: Accumulated Replacement Funds

The City's Wi-Fi access points will reach end-of-life in 2030 and will need to be replaced in FY 2030-31. A Wi-Fi access point connects each mobile device on the City's network (phones, notebooks, tablets, etc.) The access points are used to connect to the City's laptops and other mobile devices as well as serve the city's public Wi-Fi at all city facilities.

Project Title: **Community Center Audiovisual System**

Requesting Dept.: Recreation & Community Services

One-Time Cost: \$105,000

Ongoing Cost: \$6,000 Annually

Recommended Year: FY 2029-30

Funding Source: Accumulated Replacement Funds

The audiovisual (AV) technology in the ballroom of the Community Center was replaced in 2021. The current AV is expected to be out of date with current standards and reach end-of-life in 2029. This project will add new digital connection types and replace all AV related hardware deemed end-of-life.

TECHNOLOGY INFRASTRUCTURE PROJECTS (cont.)

Project Title: **Electric Vehicle Charging Station System**

Requesting Dept.: Public Works

One-Time Cost: N/A

Ongoing Cost: \$24,300 Annually

Recommended Year: FY 2026-27

Funding Source: City General Fund

The city has public electric vehicle (EV) chargers installed at Lexington and Arnold Cypress Parks. The Maintenance Yard will have new EV chargers installed this fiscal year. The chargers have ongoing annual software and maintenance costs.

Project Title: **Equipment Addition/Replacement Contingency**

Requesting Dept.: Finance & Administrative Services

One-Time Cost: N/A

Ongoing Cost: \$30,000 Annually

Recommended Year: FY 2026-27 through FY 2030-31

Funding Source: Technology Investment Fund

This contingency item is for incidental replacements or additions due to accidental damage, failure, or off schedule new equipment requests. This contingency covers equipment such as laptops, desktops, tablets, and other technological appliances.

TECHNOLOGY INFRASTRUCTURE PROJECTS (cont.)

Project Title:	Parks Wi-Fi Access Points
Requesting Dept.:	Recreation & Community Services
One-Time Cost:	\$17,000 (FY 2028-29) \$11,000 (FY 2030-2031)
Ongoing Cost:	\$1,050 Annually
Recommended Year:	FY 2028-29
Funding Source:	Accumulated Replacement Funds

The City's Wi-Fi access points at park facilities will reach end-of-life in 2029 and will need to be replaced in FY 2028-29. A Wi-Fi access point connects each mobile device on the City's public Wi-Fi network (phones, notebooks, tablets, etc.) These access points are used primarily to serve the city's public Wi-Fi at all park facilities. Wi-Fi access points at Arnold Cypress Park will need to be replaced by 2030.

Project Title:	Police Drone System
Requesting Dept.:	Police
One-Time Cost:	\$100,200
Ongoing Cost:	\$28,000 Annually
Recommended Year:	FY 2026-27
Funding Source:	Technology Investment Fund and Donations

This project is for the implementation of an unmanned aerial drone system for the police department. A drone program will allow the police department to deploy an officer led autonomous aerial system to augment patrol officers for responding and/or informing police calls with situational awareness or completing calls for service.

TECHNOLOGY INFRASTRUCTURE PROJECTS (cont.)

Project Title: **Police In-Car and Bodyworn Video System**

Requesting Dept.: Police

One-Time Cost: N/A

Ongoing Cost: \$135,000 Annually

Recommended Year: FY 2028-29

Funding Source: City General Fund

The Cypress Police Department will need to replace its in-car and bodyworn video equipment when the hardware warranty expires in 2029. In-car and bodyworn video recordings are necessary to chronicle police activity and are activated by vehicle speed, the initiation of lights and siren or manually activated by a Police Officer.

Project Title: **Police Mobile Phones**

Requesting Dept.: Police

One-Time Cost: \$13,500

Ongoing Cost: \$41,500 Annually

Recommended Year: FY 2030-31

Funding Source: City General Fund

The Cypress Police Department will need to replace its mobile phone devices when the devices reach the end of their useful life in 2031. Mobile devices are necessary for sworn officers to perform essential duties throughout the various divisions of the Police Department including voice calls in the field, the ability to take pictures, and use various departmental mobile apps.

TECHNOLOGY INFRASTRUCTURE PROJECTS (cont.)

Project Title: Police Taser System

Requesting Dept.: Police

One-Time Cost: N/A

Ongoing Cost: \$65,000 Annually

Recommended Year: FY 2029-30

Funding Source: City General Fund

The Cypress Police Department will need to replace its taser equipment when the devices reach the end of their useful life in 2030. Tasers are necessary safety equipment for officers to perform calls for service. The taser works in conjunction with other police equipment including body worn cameras and dash cameras to synchronize and record taser deployment. The tasers also feature advanced analytics for reporting and evidentiary purposes.

Project Title: Police Vehicle Mobile Data Computers

Requesting Dept.: Police

One-Time Cost: \$250,000

Ongoing Cost: N/A

Recommended Year: FY 2027-28

Funding Source: Accumulated Replacement Funds

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

TECHNOLOGY INFRASTRUCTURE PROJECTS (cont.)

Project Title: Print Shop Production Copier

Requesting Dept.: Finance & Administrative Services

One-Time Cost: \$25,000

Ongoing Cost: \$6,000 Annually

Recommended Year: FY 2026-27

Funding Source: Technology Investment Fund

The project would be for the replacement of the production copier at the print shop. The current black and white production copier at the print shop is past the end of its useful life and no longer serviceable by the manufacturer. The color production copier at the print shop is no longer in use as it was not repairable by the manufacturer. The print shop copier is used by all departments for jobs that require higher quality or large quantities that are not suited for the standard office copiers.

Project Title: Public Works Digital Plan Review Workstations

Requesting Dept.: Public Works

One-Time Cost: \$5,000 (FY 2026-27)

 \$20,000 (FY 2027-28)

Ongoing Cost: \$3,400 Annually

Recommended Year: FY 2026-27 through FY 2027-28

Funding Source: Technology Investment Fund and Accumulated Replacement Funds

Digital workstations consisting of a monitor and tablet allow Public Works to review and mark-up plans digitally at the counter, at desks, and bring that information in the field. The review process allows City staff to support its existing online permitting plan check system and continue digital submissions and corrections. The current digital plan review workstations are expected to need replacement in FY 2027-28. Three Additional digital workstations are requested for other Public Works supervisors in (FY 2026-27).

TECHNOLOGY INFRASTRUCTURE PROJECTS (cont.)

Project Title: **Public Works Large Format Plotter**

Requesting Dept.: Public Works

One-Time Cost: \$12,000

Ongoing Cost: N/A

Recommended Year: FY 2027-28

Funding Source: Accumulated Replacement Funds

This project is the proposed replacement of the large format Public Works printer. The plotters are typically used for plans and large signage for project notices. The current large format printers are expected to need replacement in FY 2027-28.

Project Title: **RCS Large Format Plotters**

Requesting Dept.: Recreation & Community Services

One-Time Cost: \$18,800

Ongoing Cost: N/A

Recommended Year: FY 2026-27

Funding Source: Technology Investment Fund and Accumulated Replacement Funds

This project is the proposed replacement of the large format printers located at the Community Center and Senior Center. The plotters are typically used for large signage and posters throughout the centers for various programs and services offered to the community. The current large format printers are expected to need replacement in FY 2026-27.

TECHNOLOGY INFRASTRUCTURE PROJECTS (cont.)

Project Title: SCADA Pump Station System

Requesting Dept.: Public Works

One-Time Cost: \$200,000

Ongoing Cost: \$20,000 Annually

Recommended Year: FY 2030-31

Funding Source: Storm Drain Fund

This project is for the replacement of stormwater pump station technology hardware and software systems. The Fiscal Year 2024-25 Capital Improvement Program and Technology Master Plan included a project to upgrade the City’s stormwater pump station Supervisory Control and Data Acquisition (SCADA) systems. The software has ongoing annual software maintenance costs, and the computer hardware will need to be replaced in regular intervals starting again in FY 2030-31.

Project Title: Senior Center Audiovisual System

Requesting Dept.: Recreation & Community Services

One-Time Cost: \$25,000

Ongoing Cost: \$2,000 Annually

Recommended Year: FY 2030-31

Funding Source: Accumulated Replacement Funds

The audiovisual (AV) technology in the multipurpose room of the Senior Center was updated in 2026. The current AV is expected to be out of date with current standards and reach end-of-life in 2031. This project will add new digital connection types and replace all AV related hardware deemed end-of-life.

TECHNOLOGY INFRASTRUCTURE PROJECTS (cont.)

Project Title:	Senior Center Lab Computers
Requesting Dept.:	Recreation & Community Services
One-Time Cost:	\$8,500
Ongoing Cost:	N/A
Recommended Year:	FY 2027-28
Funding Source:	Accumulated Replacement Funds

The Senior Center offers computer and internet access to its patrons in the form of eight all-in-one desktop computers located in the computer lab. These computers were installed in 2022 and are expected to reach the end of their useful life by 2026 due to their aging operating system and hardware components. These PCs will be replaced with new all-in-one PCs with the latest operating system and current hardware technology.

Project Title:	Traffic Signal System
Requesting Dept.:	Public Works
One-Time Cost:	\$325,000
Ongoing Cost:	\$9,250 Annually
Recommended Year:	FY 2030-31
Funding Source:	Street Lighting District

This project is for the replacement of technology hardware and software for the city traffic signal system. The city utilizes traffic signal management software to manage, operate, and maintain the City's traffic signal system network with respect to programming and timing of signal lights. This software has ongoing annual software maintenance costs.



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

6.

FROM: Jason Machado, Senior Management Analyst
DATE: 05/26/2026
SUBJECT: Receive an Update on the Strategic Plan Objectives

RECOMMENDATION

Receive an update on the Strategic Plan objectives.

DISCUSSION

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

The City Council updated the Strategic Plan in March, including a review of the existing plan and the development of new 2026 objectives. The attached matrices report the progress on 2026 objectives as of May 26, 2026.

A special City Council meeting to review the Strategic Plan and Objectives will be held in August.

BUDGET IMPACT

None.

LEGAL REVIEW

The City Attorney has reviewed this staff report.

APPROVED BY: Shannon DeLong, City Manager

Attachments

Strategic Roadmap Action Plan

CITY OF CYPRESS

Strategic Roadmap

Three Year Goals: 2023-2026



Mission

The City of Cypress, guided by our core values, will utilize our resources in concert with community partners to provide an exceptional city to live, work, and play.

Vision

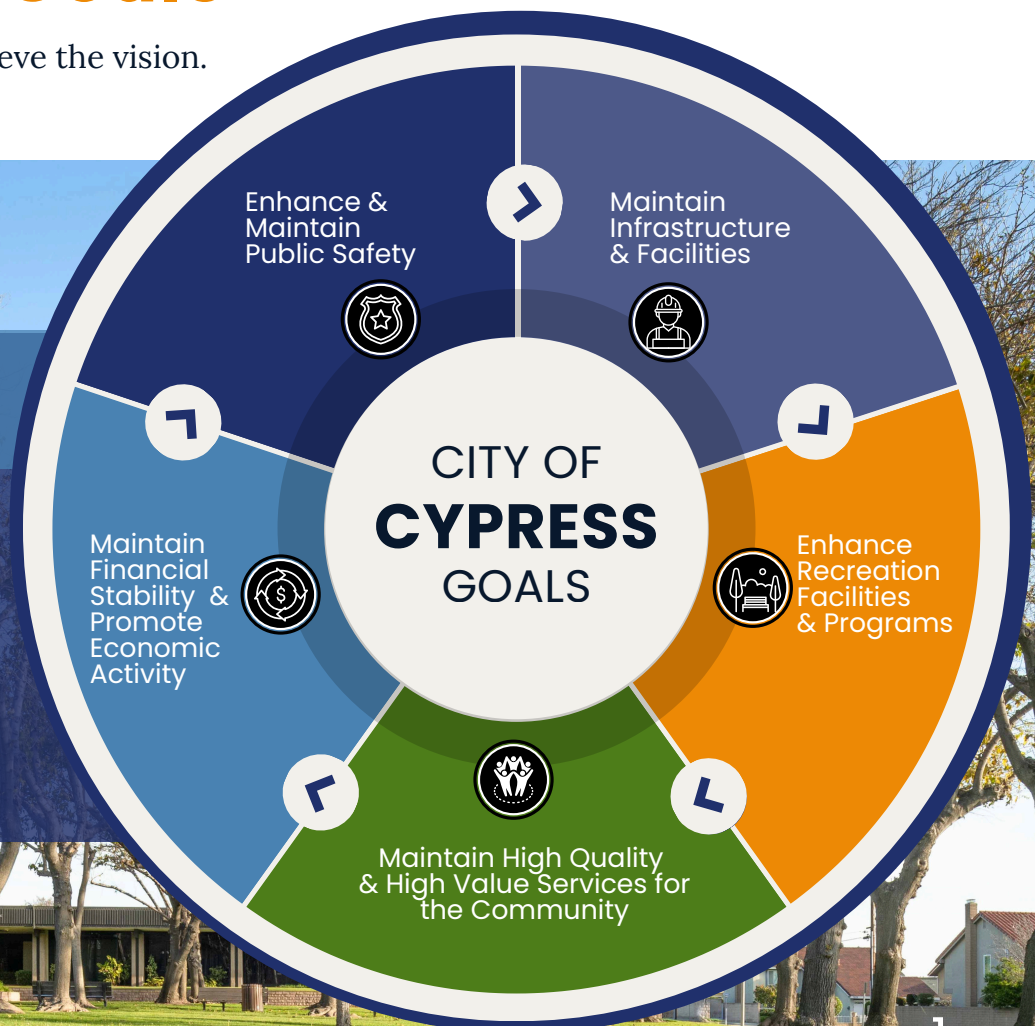
Cypress is a safe and welcoming community delivering excellent services for our residents, neighborhoods, and businesses.

Three-Year Goals

The critical focus areas to achieve the vision.

Our Core Values/ Guiding Principles

- Integrity
- Accountability
- Transparency
- Fiscal Prudence
- Teamwork
- Responsiveness to the community



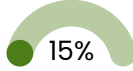


MAINTAIN INFRASTRUCTURE & FACILITIES

 WHEN	 WHAT	 WHO	 PROGRESS	 STATUS	 COMMENTS
By: April 30, 2026	Present the Waste Infrastructure System Enhancement (WISE) Agreement to replace the Waste Disposal Agreement (OC Waste & Recycling landfill tipping fees)	Public Works Director	 100%	Complete	Presented at the April 28 City Council meeting.
By: June 30, 2026	Present the findings of the third-party review of the solid waste franchise	Public Works Director	 75%	In Progress	Scheduled for June 23 City Council meeting.
By: June 30, 2026	Procure five vehicles as part of the City's Civilian Fleet Sustainability/ Electrification Pilot Program	Public Works Director	 100%	Complete	Leasing of five vehicles approved at May 12 City Council meeting. Pending vehicle delivery in 8-10 weeks.
By: July 31, 2026	Recommend an agreement for playground design services for Veterans and Maple Grove North Parks	Public Works Director	 10%	Future	Preparing RFP for design services.
By: September 30, 2026	Provide workshop presentation on Active Transportation Plan	Public Works Director	 0%	Future	
By: December 31, 2026	Present an update to the Parkway Tree Policy and introduce new Park Tree Policy	Public Works Director	 0%	Future	
By: December 31, 2026	Implement alternative deterrent and enforcement methods to address illegal dumping sites citywide	Public Works Director	 50%	In Progress	Illegal dumping towing ordinance to go into effect May 28. Mobile camera trailer currently deployed on Sumner Place.



MAINTAIN FINANCIAL STABILITY & PROMOTE ECONOMIC ACTIVITY

WHEN	WHAT	WHO	PROGRESS	STATUS	COMMENTS
By: June 1, 2026	Conduct a City Council workshop(s) on City and Recreation District budget, reserves, and fund balance policies	Finance and Administrative Services Director	 100%	Complete	Presented at March 24 City Council study session.
By: September 15, 2026	Facilitate a development agreement, Environmental Impact Report, and Tentative Tract Map for the Los Alamitos Race Course property for the future development of the track consistent with the Cypress Town Center and Commons Specific Plan	Planning Director	 50%	In Progress	Draft EIR has been published and currently in 45-day public comment period.
By: September 30, 2026	Recommend a consultant to update the City's purchasing policies and procedures	Finance and Administrative Services Director	 15%	In Progress	City Council workshop to be scheduled to discuss overarching philosophies, thresholds and methodology.
By: September 30, 2026	Initiate an RFP to assist the City with implementing an electronic timecard solution	Finance and Administrative Services Director	 15%	In Progress	Funding requested for FY 26-27 budget. Current solutions being explored to operate within the city's current financial software, New World ERP
By: December 15, 2026	Prepare amendments to the Safety and Conservation Elements of the General Plan, consistent with State law	Planning Director	 10%	In Progress	Consultant has been retained and project underway.
By: December 15, 2026	Prepare an economic development plan incorporating advanced location analytics and commercial real estate information platforms	Planning Director	 20%	In Progress	Advanced location analytics and commercial real-estate platforms have been acquired.



ENHANCE & MAINTAIN PUBLIC SAFETY

 WHEN	 WHAT	 WHO	 PROGRESS	 STATUS	 COMMENTS
By: February 23, 2026	Recommend an agreement for City-issued cellular phones for Police Department patrol personnel	Police Chief	 75%	In Progress	Phones to be deployed to patrol personnel in coming weeks.
By: May 1, 2026	Provide a presentation regarding a stand-alone Police Department drone program to the City Council	Police Chief	 50%	In Progress	Funding requested for FY 26-27 budget. Drone Demo provided to individual Council members on March 18.
By: June 30, 2026	Research the feasibility of a regional Drone as First Responder (DFR) program and report findings to the City Manager	Police Chief	 25%	In Progress	Research in progress.
By: December 31, 2026	Provide Emergency Operations Center training to City staff	Police Chief	 0%	Future	

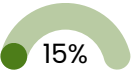
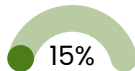


ENHANCE RECREATION FACILITIES & PROGRAMS

 WHEN	 WHAT	 WHO	 PROGRESS	 STATUS	 COMMENTS
By: April 1, 2026	Present options to celebrate the City's 70 th anniversary of incorporation	RCS Director and RCS Commission	 100%	Complete	City Council was sent a list of options including a social media campaign, enhanced community events, and a historical scavenger hunt that will take place over the next year.
By: May 15, 2026	Recommend an agreement for public engagement and to develop conceptual design options for the expansion of Baraldi Sycamore Park	RCS Director	 75%	In Progress	Agreement is scheduled for consideration at the May 26 City Council meeting.
By: September 1, 2026	Develop and recommend playground design standards	RCS Director and RCS Commission	 20%	In Progress	The Ad Hoc Committee met on April 20 to discuss options.
By: September 15, 2026	Prepare a nexus study and recommend an ordinance updating the City's park impact fees as required by State law	Planning Director	 10%	In Progress	Consultant has been retained and project underway.
By: November 1, 2026	Research options for one-day City sponsored cultural festival to be held in Spring 2027	RCS Director and RCS Commission	 20%	In Progress	Recreation Commission held a discussion at its May meeting.



MAINTAIN HIGH QUALITY & HIGH VALUE SERVICES FOR THE COMMUNITY

WHEN	WHAT	WHO	PROGRESS	STATUS	COMMENTS
By: February 23, 2026	Develop a media relations policy and present to City Council for review and adoption	City Manager	 100%	Complete	Policy adopted by City Council on March 10.
By: March 31, 2026	Conduct a Citizen's Academy for residents and business owners	City Manager	 100%	Complete	Graduates to be recognized at May 12 City Council meeting.
By: May 29, 2026	Recommend an agreement to provide animal care services	RCS Director	 100%	Complete	An agreement for animal care services was approved at the April 28 City Council meeting.
By: June 1, 2026	Explore feasibility of offering passport services at City Hall	City Clerk	 75%	In Progress	Staff completed its research on opening a passport center by contacting the State Department and common feasibility considerations used by other cities.
By: June 30, 2026	Evaluate new alternatives and provide recommendations for the future of Council meeting broadcasts	Finance and Administrative Services Director	 15%	In Progress	Funding requested for FY 26-27. Staff evaluation of new alternatives is underway.
By: June 30, 2026	Review options for a secure electronic signature (e-signature) platform	Finance and Administrative Services Director	 15%	In Progress	Staff evaluation of platform is underway. Funding requested for FY 26-27.
By: August 30, 2026	Conduct demos of software programs designed especially for public records requests and obtain cost estimates	City Clerk	 100%	Complete	Demos completed.
By: December 31, 2026	Prepare scope of services and RFB/RFP to be utilized for updating the City's records retention schedule.	City Clerk	 0%	Future	



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

7.

FROM: Nick Mangkalakiri, Director of Public Works

DATE: 05/26/2026

SUBJECT: Approve Senate Bill 1 Road Maintenance and Rehabilitation Account Funding and Project List

RECOMMENDATION

Adopt a Resolution approving the FY 2026-27 Senate Bill 1 Road Maintenance and Rehabilitation Account funding and project list.

DISCUSSION

SB1, the Road Repair and Accountability Act, provides transportation funding from the State of California through the Road Maintenance and Rehabilitation Account (RMRA). Prior to July 1, the City Council is required to annually approve and submit a Resolution to the California Traffic Commission to be eligible for SB1 funding. It is recommended that the City apply the projected \$1.4 million from SB1 in FY 2026-27 toward the annual Arterial Street Rehabilitation Project. The other projects on the RMRA project list are SB1 eligible and additional/remaining RMRA funds can be applied to them with City Council approval.

BUDGET IMPACT

A total of \$2.6 million is programmed for the FY 2026-27 Arterial Street Rehabilitation project in the Proposed FY 2026-27 Budget and Seven-Year CIP. SB1 RMRA provides \$1.6 million of funding (includes a fund balance of \$200,000 from prior years), with the General Fund providing the remaining \$1 million for the project.

LEGAL REVIEW

The City Attorney has reviewed this staff report.

APPROVED BY: Shannon DeLong, City Manager

Attachments

RESOLUTION NO. _____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS
ADOPTING A LIST OF PROJECTS FOR FISCAL YEAR 2026-27 FUNDED BY
SB 1: THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017.**

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

WHEREAS, Senate Bill 1 (SB 1), the Road Repair and Accountability Act of 2017 (Chapter 5, Statutes of 2017) was passed by the Legislature and Signed into law by the Governor in April 2017 in order to address the significant multi-modal transportation funding shortfalls statewide; and

WHEREAS, SB 1 includes accountability and transparency provisions that will ensure the residents of the City of Cypress are aware of the projects proposed for funding in our community and which projects have been completed each fiscal year; and

WHEREAS, the City of Cypress must adopt a list of all projects proposed to receive funding from the Road Maintenance and Rehabilitation Account (RMRA), created by SB 1 by resolution, which must include a description and the location of each proposed project, a proposed schedule for the project's completion, and the estimated useful life of the improvement; and

WHEREAS, the City of Cypress will receive an estimated \$1,412,887 in RMRA funding in Fiscal Year 2026-27 from SB 1; and

WHEREAS, this is the tenth year in which the City of Cypress is receiving SB 1 funding and will enable the City of Cypress to continue essential road maintenance and rehabilitation projects that would not have otherwise been possible without SB 1; and

WHEREAS, the City of Cypress has undergone a robust public process to ensure public input into our community's transportation priorities/the project list; and

WHEREAS, the City of Cypress used a Pavement Management System to develop the SB 1 project list to ensure revenues are being used on the most high-priority and cost-effective projects that also meet the community's priorities for transportation investment; and

WHEREAS, the funding from SB 1 will help the City of Cypress maintain and rehabilitate various streets and transportation infrastructure throughout the City this year and similar projects into the future; and

WHEREAS, the 2023 California Statewide Local Streets and Roads Needs Assessment found that the City's streets and roads are in an "excellent/good" condition and this revenue will help maintain the overall quality of our road system and over the next decade; and

WHEREAS, the SB 1 project list and overall investment in our local streets and roads infrastructure with a focus on basic maintenance and safety, investing in complete streets infrastructure, and using cutting-edge technology, materials and practices, will have significant positive co-benefits statewide.

NOW, THEREFORE, IT IS RESOLVED, ORDERED, AND FOUND by the City Council of the City of Cypress, State of California, as follows:

1. The foregoing recitals are true and correct.
2. The Fiscal Year 2026-27 list of projects planned to be funded in-part or solely with 2026-27 with Road Maintenance and Rehabilitation Account revenues include:
 - FY 2026-27 Arterial Street Rehabilitation Project
 - Description: This project proposes to slurry seal and/or overlay various streets. Scope of work includes thermoplastic striping, traffic loops, adjustment of manholes, and other incidental items of work.
 - Location – Various arterial streets, including, but not limited to:
 - Bloomfield Street (Cerritos Avenue to Ball Road)
 - Cerritos Avenue (Knott Street to Walker Street)
 - Moody Street (Lincoln Avenue to Cerritos Avenue)
 - Estimated Construction Schedule: August – October 2026
 - Estimated Useful Life of Project: Slurry Seal: 5-7 Years; Overlay: 10-15 Years
 - FY 2026-27 Residential Street Resurfacing Project
 - Description: This project proposes to slurry seal and/or overlay various streets and alleys. Scope of work includes thermoplastic striping, traffic loops, adjustment of manholes, and other incidental items of work.
 - Location – Various residential streets, including, but not limited to: Adagio Ln, Alcamo Ln, Amalfi St, Amberwick Cir, Ambruzzi Dr, Anzio Ct, Ariano Dr, Avenida Grenada, Barcelona Ln, Basilica Ct, Bishop St, Brunswick Dr, Camp St, Canterbury Dr, Capri Cir, Carrara Cir, Chantry Ct, Chelsea Ct, Corsica Dr, Corso Cir, Cumberland Dr, Dresden Cir, Edgemont Cir, Eucalyptus Cir, Evergreen Ave, Evergreen Dr, Firenze Dr, Fonte Rd, Glenbrook St, Grindlay St, Halifax Cir, Halifax Dr, Hanover Cir, Hickory Cir, Julie Beth St, Linaro Dr, Lipari Cir, Madrid Cir, Melbourne Dr, Messina Cir, Moaco Dr, Montefino Dr, Naples Dr, Napoli Dr, Napoli Pl, Nelson St, Newcastle Ln, Normandy Way, Novara Ln, Oakmont St, Ortano Ln, Oxford Dr, Palermo Way, Pecan St, Piazza Ct, Ravari Dr, Ravenna Way, Redwood St, Rome Ave, Rome St, Salisbury Ln, Santorini Dr, Sequoia Ave, Seville Way, Sherington Ct, Silvretta Dr, Sorrento Dr, Sowma Way, St George Cir, St John Cir, Tivoli Cir, Tremezzo Dr, Trentino Dr, Trevi St, Tuscani Dr, Victoria Ct, Vista Bonita, Vista Del Mar, Vista Del Sol, Vista Fortuna, Vista Hermosa, Vista Mesa, Vista Real, Vista Serena, Vista Sierra, Watson St, Wellington Ct, Windsor Cir, Yorkshire Dr
 - Estimated Construction Schedule: August – October 2026
 - Estimated Useful Life of Project: Slurry Seal: 5-7 Years; Overlay: 10-15 Years

PASSED AND ADOPTED by the City Council of the City of Cypress at a regular meeting held on the 26th day of May, 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 the said City Council held on the 26th day of May, 2026 by the following roll call vote:

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

CITY CLERK OF THE CITY OF CYPRESS

FY 2026-27 Senate Bill 1 Project List

Agency: City of Cypress

County: Orange

Legislative Districts:

- 36th Senate District – Tony Strickland
- 67th Assembly District – Sharon Quirk-Silva
- 45th Congressional District – Derek Tran

Network Pavement Condition Index (PCI): 85.0 (2025)

1. Project Title: FY 2026-27 Arterial Street Rehabilitation Project

Description: Slurry seal and/or overlay various streets. Scope of work includes thermoplastic striping, traffic loops, adjustment of manholes, and other incidental items of work.

Proposed Construction Schedule: August – October 2026

Estimated Useful Life: Slurry Seal: 5-7 Years; Overlay: 10-15 Years

Proposed Location – Various arterial streets, including, but not limited to:

- Bloomfield Street (Cerritos Avenue to Ball Road)
- Cerritos Avenue (Knott Street to Walker Street)
- Moody Street (Lincoln Avenue to Cerritos Avenue)

2. Project Title: FY 2026-27 Residential Street Resurfacing Project

Description: Slurry seal and/or overlay various streets and alleys. Scope of work includes thermoplastic striping, traffic loops, adjustment of manholes, and other incidental items of work.

Proposed Construction Schedule: August – October 2026

Estimated Useful Life: Slurry Seal: 5-7 Years; Overlay: 10-15 Years

Proposed Location: – Various residential streets, including, but not limited to: Adagio Ln, Alcamo Ln, Amalfi St, Amberwick Cir, Ambruzzi Dr, Anzio Ct, Ariano Dr, Avenida Grenada, Barcelona Ln, Basilica Ct, Bishop St, Brunswick Dr, Camp St, Canterbury Dr, Capri Cir, Carrara Cir, Chantry Ct, Chelsea Ct, Corsica Dr, Corso Cir, Cumberland Dr, Dresden Cir, Edgemont Cir, Eucalyptus Cir, Evergreen Ave, Evergreen Dr, Firenze Dr, Fonte Rd, Glenbrook St, Grindlay St, Halifax Cir, Halifax Dr, Hanover Cir, Hickory Cir, Julie Beth St, Linaro Dr, Lipari Cir, Madrid Cir, Melbourne Dr, Messina Cir, Moaco Dr, Montefino Dr, Naples Dr, Napoli Dr, Napoli Pl, Nelson St, Newcastle Ln, Normandy Way, Novara Ln, Oakmont St, Ortano Ln, Oxford Dr, Palermo Way, Pecan St, Piazza Ct, Ravari Dr, Ravenna Way, Redwood St, Rome Ave, Rome St, Salisbury Ln, Santorini Dr, Sequoia Ave, Seville Way, Sherington Ct, Silvretta Dr, Sorrento Dr, Sowma Way, St George Cir, St John Cir, Tivoli Cir, Tremezzo Dr, Trentino Dr, Trevi St, Tuscani Dr,

Victoria Ct, Vista Bonita, Vista Del Mar, Vista Del Sol, Vista Fortuna, Vista Hermosa,
Vista Mesa, Vista Real, Vista Serena, Vista Sierra, Watson St, Wellington Ct, Windsor
Cir, Yorkshire Dr



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

8.

FROM: Nick Mangkalakiri, Director of Public Works

DATE: 05/26/2026

SUBJECT: Resolution Authorizing Prequalification Appeals Panel for the Myra Avenue Pump Station No. 1 Project

RECOMMENDATION

Adopt the attached Resolution authorizing the City Manager and Director of Public Works to act as the Prequalification Appeals Panel for the Myra Avenue Pump Station No. 1 Project.

DISCUSSION

The FY 2025-26 Capital Improvement Program includes the construction of the Myra Avenue Stormwater Pump Station No. 1. This pump station is located at 5100 Myra Avenue and serves the drainage area bounded by Moody Street, Walker Street, and Cerritos Avenue. The pump station is over 60 years old, has reached the end of its useful life and requires upgrades to comply with current Orange County Flood Control District standards.

Project design is nearing completion and a request for bids for the construction contract will be issued this summer. Given the size, scale and complexity of the project, Public Works will prequalify contractors using the California Department of Industrial Relations procedures. The process includes an extensive questionnaire, a uniform rating system, and multiple reference checks. Prequalification has served the City well on previous projects, including Arnold Cypress and Lexington Parks, and Myra Avenue Pump Stations No. 2 and 3. Public Works issued a Request for Qualifications from prospective bidders on April 16 and the deadline for submittals is scheduled for May 28.

The Public Contract Code Section 20101(d) requires that public agencies establish a process that will allow prospective bidders to dispute their prequalification ratings. Staff recommends that the City Council authorize the City Manager and the Director of Public Works to be designated as the appeals panel for the prequalification appeals.

BUDGET IMPACT

None.

LEGAL REVIEW

The City Attorney has reviewed this staff report.

APPROVED BY: Shannon DeLong, City Manager

Attachments

Resolution

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS, CALIFORNIA,
AUTHORIZING THE CITY MANAGER AND DIRECTOR OF PUBLIC WORKS TO ACT
AS THE PREQUALIFICATION APPEALS PANEL FOR THE MYRA AVENUE PUMP
STATION NO. 1 PROJECT

WHEREAS, the City Council has approved the FY2025-2026 Capital Improvement Program which includes the construction of the Myra Avenue Pump Station No. 1 project; and

WHEREAS, the pump station is an essential flood control facility which protects the health, safety, and property of residents; and

WHEREAS, the City intends to prequalify construction contractors to ensure that potential bidders have the expertise and experience to construct complex stormwater pump station facilities of high quality; and

WHEREAS, the prequalification process will be consistent with the Department of Industrial Relations procedures which includes a pre-qualification questionnaire, uniform rating system, and reference checks; and

WHEREAS, Public Contract Code Section 20101(d) requires public agencies that require prospective bidders to prequalify pursuant to this law to establish a process that will allow prospective bidders to dispute their proposed prequalification rating; and

WHEREAS, Staff recommends that the City Council authorize the City Manager and the Director of Public Works to be the designated appeals panel for the prequalification appeals process for the Myra Avenue Pump Station No. 1 project;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF CYPRESS HEREBY DOES FIND, DETERMINE, RESOLVE AND ORDER AS FOLLOWS:

SECTION 1. The City Council hereby approves the staff-initiated contractor prequalification process for the Myra Avenue Pump Station No. 1 project.

SECTION 2. The City Manager and Director of Public Works are hereby authorized to act as the appeals panel for the prequalification process.

PASSED AND ADOPTED by the City Council of the City of Cypress at a regular meeting held on the 26th day of May, 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 the said City Council held on the 26th day of May, 2026 by the following roll call vote:

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

CITY CLERK OF THE CITY OF CYPRESS



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

9.

FROM: Jeff Draper, Director of Recreation and Community Services

DATE: 05/26/2026

SUBJECT: Award Contract for Public Engagement and Professional Design Services for Baroldi Sycamore Park Expansion, Project 429

RECOMMENDATION

1. Award a contract to MIG for Public Engagement and Professional Design Services for Baroldi Sycamore Park Expansion, Project 429, for \$199,797, and authorize a contingency of \$30,000;
2. Authorize the City Manager to execute the contract agreement; and
3. Approve the reallocation of \$39,797 in project cost savings from the Parking Lot Resurfacing Project for this project.

DISCUSSION

Baroldi Sycamore Park, located at 6616 Cerritos Avenue, was established in 1970 following the subdivision of a 22-acre dairy farm, with 1.2 acres donated for park use. The neighborhood park currently includes a picnic pavilion, playground, sand play area, open space, and a walking path.

In 2023, the adjacent 39,000-square-foot property at 6612 Cerritos Avenue was listed for sale, and the City Council directed staff to pursue its acquisition as a rare opportunity to expand park space. Following an appraisal valuing the site at \$2.7 million based on its residential development potential, the City successfully purchased the property at the appraised value. This acquisition expanded the park by approximately 88%, increasing its total size to 2.2 acres.

In January, the City Council approved the scope of work for public engagement and professional design services for the Baroldi Sycamore Park Expansion. Recreation and Community Services (RCS) issued a Request for Proposals (RFP) for park designers with community outreach expertise and received responses from seven firms.

Consistent with the qualifications-based selection process, proposals were evaluated based on each firm's experience, approach, and demonstrated competence. After a review of each of the firms' qualifications, interviews with four firms, and reference checks, two firms were identified as the most qualified. Staff then reviewed cost proposals, conducted good-faith negotiations, and ultimately reached agreement with MIG on a scope and fee that aligned with the City's project needs and budget.

MIG brings extensive experience in public outreach and park design, including work on similar neighborhood park projects for Southern California cities such as Anaheim, Pasadena, Cerritos, Westminster, and Tustin. Notably, MIG also designed the City's own award-winning Arnold Cypress Park. The firm has over 40 years of experience and emphasizes a community-driven design approach aligned with the City's goals for this project.

The negotiated cost for public outreach and design services is within the expected range for a project of this size and complexity. Public outreach and design development are anticipated to take approximately 12 months to complete. A preliminary park design, including options related to project scope and associated costs, is expected to be presented to the City Council for consideration early next year.

BUDGET IMPACT

The \$239,797 design cost includes public outreach, design, in-house labor, and contingency, and is higher than the \$200,000 project budget. There are sufficient amounts available in the District's Capital Projects budget to pay the additional \$39,797 due to savings from the recently-completed parking lot resurfacing project.

Design Proposal	\$199,797
Design Contingency	\$30,000
Labor	\$10,000
Total Design Estimate	\$239,797
Total Design Budget	\$200,000
(Over)/Under Budget	(\$39,797)

Construction of the park improvements is estimated to cost approximately \$2 million, depending on the final scope and selected amenities, and will be incorporated into the FY 2027-28 Budget and Capital Improvement Program. A separate task order for construction support services will be issued to MIG in conjunction with the future construction contract award.

It should be noted that the house is occupied by a tenant on a month-to-month lease agreement. As the project advances toward construction, the City will provide advanced notification to the tenant that the lease will not be renewed, which will result in the loss of approximately \$2,384 per month in net rental revenue, based on monthly rent of \$2,700 less applicable fees and expenses.

LEGAL REVIEW

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

APPROVED BY: Shannon DeLong, City Manager

Attachments

Contract Agreement

Proposals

CITY OF CYPRESS
AGREEMENT FOR CONTRACT SERVICES FOR
COMMUNITY OUTREACH AND PROFESSIONAL DESIGN SERVICES
FOR
BAROLDI SYCAMORE PARK EXPANSION, PROJECT 429

THIS AGREEMENT FOR CONTRACT SERVICES (herein “Agreement”) is made and entered into this 26th day of May 2026, by and between the CITY OF CYPRESS, a California municipal corporation (“City”) and MIG, Inc. (herein “Contractor”).

NOW, THEREFORE, the parties hereto agree as follows:

1. SERVICES OF CONTRACTOR

1.1 Scope of Services. In compliance with all of the terms and conditions of this Agreement, the Contractor shall perform the work or services set forth in the “Scope of Services” attached hereto as Exhibit “A” and incorporated herein by reference. Contractor warrants that it has the experience and ability to perform all work and services required hereunder and that it shall diligently perform such work and services in a professional and satisfactory manner.

1.2 Compliance With Law. All work and services rendered hereunder shall be provided in accordance with all ordinances, resolutions, statutes, rules, and regulations of the City and any Federal, State or local governmental agency of competent jurisdiction.

1.3 Licenses, Permits, Fees and Assessments. Contractor shall obtain at its sole cost and expense such licenses, permits, and approvals as may be required by law for the performance of the services required by the Agreement.

1.4 Special Requirements. Additional terms and conditions of this Agreement, if any, which are made a part hereof are set forth in the “Special Requirements” attached hereto as Exhibit “B” and incorporated herein by this reference. In the event of a conflict between the provisions of Exhibit “B” and any other provisions of this Agreement, the provisions of Exhibit “B” shall govern.

2. COMPENSATION

2.1 Contract Sum. For the services rendered pursuant to this Agreement, Contractor shall be compensated in accordance with the “Schedule of Compensation” attached hereto as Exhibit “C” and incorporated herein by this reference, but not exceeding the maximum contract amount of One Hundred and Ninety-Nine Thousand, Seven Hundred and Ninety-Seven Dollars (\$199,797) (“Contract Sum”).

2.2 Invoices. Each month Contractor shall furnish to City an original invoice for all work performed and expenses incurred during the preceding month in a form approved by City’s Director of Finance. By submitting an invoice for payment under this Agreement, Contractor is certifying compliance with all provisions of the Agreement. The invoice shall detail charges for all necessary and actual expenses by the following categories: labor (by sub-category),

travel, materials, equipment, supplies, and sub-contractor contracts. Sub-contractor charges shall also be detailed by such categories. Contractor shall not invoice City for any duplicate services performed by more than one person.

City shall independently review each invoice submitted by the Contractor to determine whether the work performed and expenses incurred are in compliance with the provisions of this Agreement. Except as to any charges for work performed or expenses incurred by Contractor which are disputed by City, City will use its best efforts to cause Contractor to be paid within forty-five (45) days of receipt of Contractor's correct and undisputed invoice; however, Contractor acknowledges and agrees that due to City warrant run procedures, the City cannot guarantee that payment will occur within this time period. In the event any charges or expenses are disputed by City, the original invoice shall be returned by City to Contractor for correction and resubmission. Review and payment by the City of any invoice provided by the Contractor shall not constitute a waiver of any rights or remedies provided herein or any applicable law.

2.3 Additional Services. City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in the Scope of Services or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract Officer to the Contractor, incorporating therein any adjustment in (i) the Contract Sum for the actual cost of the extra work, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Contractor. Any increase in compensation of up to ten percent (10%) of the Contract Sum but not exceeding a total contract amount of Five Thousand Dollars (\$5,000) or in the time to perform of up to ninety (90) days may be approved by the Contract Officer. Any greater increases, taken either separately or cumulatively, must be approved by the City Council. No claim for an increase in the Contract Sum or time for performance shall be valid unless the procedures established in this Section are followed.

3. PERFORMANCE SCHEDULE

3.1 Time of Essence. Time is of the essence in the performance of this Agreement.

3.2 Schedule of Performance. Contractor shall commence the services pursuant to this Agreement upon receipt of a written notice to proceed and shall perform all services within the time period(s) established in the "Schedule of Performance" attached hereto as Exhibit "D" and incorporated herein by this reference. When requested by the Contractor, extensions to the time period(s) specified in the Schedule of Performance may be approved in writing by the Contract Officer but not exceeding thirty (30) days cumulatively.

3.3 Force Majeure. The time period(s) specified in the Schedule of Performance for performance of the services rendered pursuant to this Agreement shall be extended because of any delays due to unforeseeable causes beyond the control and without the fault or negligence of the Contractor, including, but not restricted to, acts of God or of the public enemy, unusually severe weather, fires, earthquakes, floods, epidemics, quarantine restrictions, riots, strikes, freight embargoes, wars, litigation, and/or acts of any governmental agency, including the City, if the Contractor shall within ten (10) days of the commencement of such delay notify the Contract Officer in writing of the causes of the delay. The Contract Officer shall ascertain the facts and the extent of delay, and extend the time for performing the services for the

period of the enforced delay when and if in the judgment of the Contract Officer such delay is justified. The Contract Officer's determination shall be final and conclusive upon the parties to this Agreement. In no event shall Contractor be entitled to recover damages against the City for any delay in the performance of this Agreement, however caused, Contractor's sole remedy being extension of the Agreement pursuant to this Section.

3.4 Term. Unless earlier terminated in accordance with Article 7 of this Agreement, this Agreement shall continue in full force and effect until completion of the services but not exceeding one (1) year from the date hereof, except as otherwise provided in the Schedule of Performance (Exhibit "D").

4. COORDINATION OF WORK

4.1 Representative of Contractor. Michael Balliet, President, is hereby designated as being the representative of Contractor authorized to act on its behalf with respect to the work and services specified herein and make all decisions in connection therewith. All personnel of Contractor and any authorized agents shall be under the exclusive direction of the representative of Contractor. Contractor shall utilize only competent personnel to perform services pursuant to this Agreement. Contractor shall make every reasonable effort to maintain the stability and continuity of Contractor's staff and subcontractors, and shall keep City informed of any changes.

4.2 Contract Officer. Director of Public Works, or such person as may be designated by the City Manager, is hereby designated as being the representative the City authorized to act in its behalf with respect to the work and services specified herein and to make all decisions in connection therewith ("Contract Officer").

4.3 Prohibition Against Subcontracting or Assignment. Contractor shall not contract with any entity to perform in whole or in part the work or services required hereunder without the express written approval of the City. Neither this Agreement nor any interest herein may be assigned or transferred, voluntarily or by operation of law, without the prior written approval of City. Any such prohibited assignment or transfer shall be void.

4.4 Independent Contractor. Neither the City nor any of its employees shall have any control over the manner, mode or means by which Contractor, its agents or employees, perform the services required herein, except as otherwise set forth. Contractor shall perform all services required herein as an independent contractor of City with only such obligations as are consistent with that role. Contractor shall not at any time or in any manner represent that it or any of its agents or employees are agents or employees of City, or that it is a member of a joint enterprise with City.

5. INSURANCE AND INDEMNIFICATION

5.1 Insurance Coverages. The Contractor shall procure and maintain, at its sole cost and expense, in a form and content satisfactory to City, during the entire term of this Agreement including any extension thereof, the following policies of insurance which shall cover all elected and appointed officers, employees and agents of City:

(a) Commercial General Liability Insurance (Occurrence Form CG0001 or equivalent). A policy of comprehensive general liability insurance written on a per occurrence basis for bodily injury, personal injury and property damage. The policy of insurance shall be in an amount not less than \$1,000,000.00 per occurrence or if a general aggregate limit is used, either the general aggregate limit shall apply separately to this contract/location, or the general aggregate limit shall be twice the occurrence limit.

(b) Worker's Compensation Insurance. A policy of worker's compensation insurance in such amount as will fully comply with the laws of the State of California and which shall indemnify, insure and provide legal defense for the Contractor against any loss, claim or damage arising from any injuries or occupational diseases occurring to any worker employed by or any persons retained by the Contractor in the course of carrying out the work or services contemplated in this Agreement.

(c) Automotive Insurance (Form CA 0001 (Ed 1/87) including "any auto" and endorsement CA 0025 or equivalent). A policy of comprehensive automobile liability insurance written on a per occurrence for bodily injury and property damage in an amount not less than either (i) bodily injury liability limits of \$100,000 per person and \$300,000 per occurrence and property damage liability limits of \$150,000 per occurrence or (ii) combined single limit liability of \$1,000,000. Said policy shall include coverage for owned, non-owned, leased, hired cars, and any other automobile.

(d) Professional Liability. Professional liability insurance appropriate to the Contractor's profession. This coverage may be written on a "claims made" basis, and must include coverage for contractual liability. The professional liability insurance required by this Agreement must be endorsed to be applicable to claims based upon, arising out of or related to services performed under this Agreement. The insurance must be maintained for at least 5 consecutive years following the completion of Contractor's services or the termination of this Agreement. During this additional 5-year period, Contractor shall annually and upon request of the City submit written evidence of this continuous coverage.

(e) Additional Insurance. Policies of such other insurance, as may be required in the Special Requirements in Exhibit "B".

(f) Subcontractors. Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

5.2 General Insurance Requirements.

All of the above policies of insurance shall be primary insurance and shall name the City, elected and appointed officers, employees and agents as additional insureds and any insurance maintained by City or officers, employees or agents may apply in excess of, and not contribute with Contractor's insurance. The insurer is deemed hereof to waive all rights of subrogation and contribution it may have against the City, officers, employees and agents and their respective insurers. The insurance policy must specify that where the primary insured does not satisfy the self-insured retention, any additional insured may satisfy the self-insured retention. All of said policies of insurance shall provide that said insurance may not be amended or cancelled by the

insurer or any party hereto without providing thirty (30) days prior written notice by certified mail return receipt requested to the City. In the event any of said policies of insurance are cancelled, the Contractor shall, prior to the cancellation date, submit new evidence of insurance in conformance with this Section 5.1 to the Contract Officer. No work or services under this Agreement shall commence until the Contractor has provided the City with Certificates of Insurance, additional insured endorsement forms or appropriate insurance binders evidencing the above insurance coverages and said Certificates of Insurance or binders are approved by the City. City reserves the right to inspect complete, certified copies of and endorsement to all required insurance policies at any time. Any failure to comply with the reporting or other provisions of the policies including breaches or warranties shall not affect coverage provided to City.

The insurance required by this Agreement shall be satisfactory only if issued by companies qualified to do business in California, rated "A" or better in the most recent edition of Best Rating Guide, The Key Rating Guide or in the Federal Register, and only if they are of a financial category Class VII or better, unless such requirements are waived by the City's Risk Manager or other designee of the City due to unique circumstances.

5.3 Indemnification. To the full extent permitted by law, Contractor agrees to indemnify, defend and hold harmless the City, its officers, employees and agents ("Indemnified Parties") against, and will hold and save them and each of them harmless from, any and all actions, either judicial, administrative, arbitration or regulatory claims, damages to persons or property, losses, costs, penalties, obligations, errors, omissions or liabilities whether actual or threatened (herein "claims or liabilities") that may be asserted or claimed by any person, firm or entity arising out of or in connection with the negligent performance of the work, operations or activities provided herein of Contractor, its officers, employees, agents, subcontractors, or invitees, or any individual or entity for which Contractor is legally liable ("indemnitors"), or arising from Contractor's or indemnitors' reckless or willful misconduct, or arising from Contractor's or indemnitors' negligent performance of or failure to perform any term, provision, covenant or condition of this Agreement, and in connection therewith:

a. Contractor will defend any action or actions filed in connection with any of said claims or liabilities and will pay all costs and expenses, including legal costs and attorney's fees incurred in connection therewith;

b. Contractor will promptly pay any judgment rendered against the City, its officers, agents or employees for any such claims or liabilities arising out of or in connection with the negligent performance of or failure to perform such work, operations or activities of Contractor hereunder; and Contractor agrees to save and hold the City, its officers, agents, and employees harmless therefrom;

c. In the event the City, its officers, agents or employees is made a party to any action or proceeding filed or prosecuted against Contractor for such damages or other claims arising out of or in connection with the negligent performance of or failure to perform the work, operation or activities of Contractor hereunder, Contractor agrees to pay to the City, its officers, agents or employees, any and all costs and expenses incurred by the City, its officers, agents or employees in such action or proceeding, including but not limited to, legal costs and attorney's fees.

Contractor shall incorporate similar indemnity agreements with its subcontractors and if it fails to do so Contractor shall be fully responsible to indemnify City hereunder therefore, and failure of City to monitor compliance with these provisions shall not be a waiver hereof. This indemnification includes claims or liabilities arising from any negligent or wrongful act, error or omission, or reckless or willful misconduct of Contractor in the performance of professional services hereunder. The provisions of this Section do not apply to claims or liabilities occurring as a result of City's sole negligence or willful acts or omissions, but, to the fullest extent permitted by law, shall apply to claims and liabilities resulting in part from City's negligence, except that design professionals' indemnity hereunder shall be limited to claims and liabilities arising out of the negligence, recklessness or willful misconduct of the design professional. The indemnity obligation shall be binding on successors and assigns of Contractor and shall survive termination of this Agreement.

6. RECORDS, REPORTS, AND RELEASE OF INFORMATION

6.1 Records. Contractor shall keep, and require subcontractors to keep, such ledgers, books of accounts, invoices, vouchers, canceled checks, reports, studies or other documents relating to the disbursements charged to City and services performed hereunder (the "books and records"), as shall be necessary to perform the services required by this Agreement and enable the Contract Officer to evaluate the performance of such services and shall keep such records for a period of three years following completion of the services hereunder. The Contract Officer shall have full and free access to such books and records at all times during normal business hours of City, including the right to inspect, copy, audit and make records and transcripts from such records.

6.2 Reports. Contractor shall periodically prepare and submit to the Contract Officer such reports concerning the performance of the services required by this Agreement or as the Contract Officer shall require.

6.3 Confidentiality and Release of Information.

(a) All information gained or work product produced by Contractor in performance of this Agreement shall be considered confidential, unless such information is in the public domain or already known to Contractor. Contractor shall not release or disclose any such information or work product to persons or entities other than the City without prior written authorization from the Contract Officer.

(b) Contractor shall not, without prior written authorization from the Contract Officer or unless requested by the City Attorney, voluntarily provide documents, declarations, letters of support, testimony at depositions, response to interrogatories or other information concerning the work performed under this Agreement. Response to a subpoena or court order shall not be considered "voluntary" provided Contractor gives the City notice of such court order or subpoena.

(c) If Contractor provides any information or work product in violation of this Agreement, then the City shall have the right to reimbursement and indemnity from Contractor for any damages, costs and fees, including attorney's fees, caused by or incurred as a result of Contractor's conduct.

(d) Contractor shall promptly notify the City should Contractor be served with any summons, complaint, subpoena, notice of deposition, request for documents, interrogatories, request for admissions or other discovery request, court order or subpoena from any party regarding this Agreement and the work performed thereunder. The City retains the right, but has no obligation, to represent Contractor or be present at any deposition, hearing or similar proceeding. Contractor agrees to cooperate fully with the City and to provide the City with the opportunity to review any response to discovery requests provided by Contractor.

6.4 Ownership of Documents. All studies, surveys, data, notes, computer files, reports, records, drawings, specifications, maps, designs, photographs, documents and other materials (the “documents and materials”) prepared by Contractor in the performance of this Agreement shall be the property of the City and shall be delivered to the City upon request of the Contract Officer or upon the termination of this Agreement, and Contractor shall have no claim for further employment or additional compensation as a result of the exercise by the City of its full rights of ownership use, reuse, or assignment of the documents and materials hereunder. Moreover, Contractor with respect to any documents and materials that may qualify as “works made for hire” as defined in 17 U.S.C. § 101, such documents and materials are hereby deemed “works made for hire” for the City.

7. ENFORCEMENT OF AGREEMENT AND TERMINATION

7.1 California Law. This Agreement shall be interpreted, construed and governed both as to validity and to performance of the parties in accordance with the laws of the State of California. Legal actions concerning any dispute, claim or matter arising out of or in relation to this Agreement shall be instituted in the Superior Court of the County of Orange, State of California. In the event of litigation in a U.S. District Court, venue shall lie exclusively in the Central District of California, in the County of Orange, State of California.

7.2 Disputes; Default. In the event that Contractor is in default under the terms of this Agreement, the City shall not have any obligation or duty to continue compensating Contractor for any work performed after the date of default. Instead, the City may give notice to Contractor of the default and the reasons for the default. The notice shall include the timeframe in which Contractor may cure the default. This timeframe is presumptively thirty (30) days, but may be extended, if circumstances warrant. During the period of time that Contractor is in default, the City shall hold all invoices and shall, when the default is cured, proceed with payment on the invoices. If Contractor does not cure the default, the City may take necessary steps to terminate this Agreement under this Article.

7.3 Legal Action. In addition to any other rights or remedies, either party may take legal action, in law or in equity, to cure, correct or remedy any default, to recover damages for any default, to compel specific performance of this Agreement, to obtain declaratory or injunctive relief, or to obtain any other remedy consistent with the purposes of this Agreement. Notwithstanding any contrary provision herein, Contractor shall file a statutory claim pursuant to Government Code Sections 905 et. seq. and 910 et. seq., in order to pursue any legal action under this Agreement.

Except with respect to rights and remedies expressly declared to be exclusive in this Agreement, the rights and remedies of the parties are cumulative and the exercise by either party of one or more of such rights or remedies shall not preclude the exercise by it, at the same or

different times, of any other rights or remedies for the same default or any other default by the other party.

7.4 Termination Prior to Expiration of Term. This Section shall govern any termination of this Contract except as specifically provided in the following Section for termination for cause. The City reserves the right to terminate this Contract at any time, with or without cause, upon written notice to Contractor. In addition, the Contractor may terminate this Contract at any time for cause, upon sixty (60) days' advance written notice to City. Upon receipt of any notice of termination, Contractor shall immediately cease all services hereunder except such as may be specifically approved by the Contract Officer. Except where the Contractor has initiated termination, the Contractor shall be entitled to compensation for all services rendered prior to the effective date of the notice of termination and for any services authorized by the Contract Officer thereafter in accordance with the Schedule of Compensation or such as may be approved by the Contract Officer. In the event the Contractor has initiated termination, the Contractor shall be entitled to compensation only for the reasonable value of the work product actually produced hereunder, but not exceeding the compensation provided therefore in the Schedule of Compensation Exhibit "C". In the event of termination without cause pursuant to this Section, the terminating party need not provide the non-terminating party with the opportunity to cure pursuant to Section 7.2.

7.5 Termination for Default of Contractor. If termination is due to the failure of the Contractor to fulfill its obligations under this Agreement, City may, after compliance with the provisions of Section 7.2, take over the work and prosecute the same to completion by contract or otherwise, and the Contractor shall be liable to the extent that the total cost for completion of the services required hereunder exceeds the compensation herein stipulated (provided that the City shall use reasonable efforts to mitigate such damages), and City may withhold any payments to the Contractor for the purpose of set-off or partial payment of the amounts owed the City as previously stated.

8. MISCELLANEOUS

8.1 Covenant Against Discrimination. Contractor covenants that, by and for itself, its heirs, executors, assigns and all persons claiming under or through them, that there shall be no discrimination against or segregation of, any person or group of persons on account of race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry, or other protected class in the performance of this Agreement. Contractor shall take affirmative action to ensure that applicants are employed and that employees are treated during employment without regard to their race, color, creed, religion, sex, gender, sexual orientation, marital status, national origin, ancestry, or other protected class

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

8.3 Notice. Any notice, demand, request, document, consent, approval, or communication either party desires or is required to give to the other party or any other person shall be in writing and either served personally or sent by prepaid, first-class mail, in the case of the City, to the City Manager and to the attention of the Contract Officer (with her/his name and

City title), City of Cypress, 5275 Orange Avenue, Cypress, California 90630 and in the case of the Contractor, to the person(s) at the address designated on the execution page of this Agreement. Either party may change its address by notifying the other party of the change of address in writing. Notice shall be deemed communicated at the time personally delivered or in seventy-two (72) hours from the time of mailing if mailed as provided in this Section.

8.4 Integration; Amendment. It is understood that there are no oral agreements between the parties hereto affecting this Agreement and this Agreement supersedes and cancels any and all previous negotiations, arrangements, agreements and understandings, if any, between the parties, and none shall be used to interpret this Agreement. This Agreement may be amended at any time by the mutual consent of the parties by an instrument in writing.

8.5 Severability. In the event that part of this Agreement shall be declared invalid or unenforceable by a valid judgment or decree of a court of competent jurisdiction, such invalidity or unenforceability shall not affect any of the remaining portions of this Agreement which are hereby declared as severable and shall be interpreted to carry out the intent of the parties hereunder unless the invalid provision is so material that its invalidity deprives either party of the basic benefit of their bargain or renders this Agreement meaningless.

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

8.7 Attorney's Fees. If either party to this Agreement is required to initiate or defend or made a party to any action or proceeding in any way connected with this Agreement, the prevailing party in such action or proceeding, in addition to any other relief which any be granted, whether legal or equitable, shall be entitled to reasonable attorney's fees, whether or not the matter proceeds to judgment.

8.8 Interpretation.

The terms of this Agreement shall be construed in accordance with the meaning of the language used and shall not be construed for or against either party by reason of the authorship of this Agreement or any other rule of construction which might otherwise apply.

8.9 Counterparts.

This Agreement may be executed in counterparts, each of which shall be deemed to be an original, and such counterparts shall constitute one and the same instrument.

8.10 Warranty & Representation of Non-Collusion. No official, officer, or employee of City has any financial interest, direct or indirect, in this Agreement, nor shall any official, officer, or employee of City participate in any decision relating to this Agreement which may affect his/her financial interest or the financial interest of any corporation, partnership, or association in which (s)he is directly or indirectly interested, or in violation of any corporation,

partnership, or association in which (s)he is directly or indirectly interested, or in violation of any State or municipal statute or regulation. The determination of “financial interest” shall be consistent with State law and shall not include interests found to be “remote” or “noninterests” pursuant to Government Code Sections 1091 or 1091.5. Contractor warrants and represents that it has not paid or given, and will not pay or give, to any third party including, but not limited to, any City official, officer, or employee, any money, consideration, or other thing of value as a result or consequence of obtaining or being awarded any agreement. Contractor further warrants and represents that (s)he/it has not engaged in any act(s), omission(s), or other conduct or collusion that would result in the payment of any money, consideration, or other thing of value to any third party including, but not limited to, any City official, officer, or employee, as a result of consequence of obtaining or being awarded any agreement. Contractor is aware of and understands that any such act(s), omission(s) or other conduct resulting in such payment of money, consideration, or other thing of value will render this Agreement void and of no force or effect.

Contractor’s Authorized Initials _____

8.11 Corporate Authority. The persons executing this Agreement on behalf of the parties hereto warrant that (i) such party is duly organized and existing, (ii) they are duly authorized to execute and deliver this Agreement on behalf of said party, (iii) by so executing this Agreement, such party is formally bound to the provisions of this Agreement, and (iv) the entering into this Agreement does not violate any provision of any other Agreement to which said party is bound. This Agreement shall be binding upon the heirs, executors, administrators, successors and assigns of the parties.

[Signatures on the following page.]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the date and year first-above written.

CITY:

City of Cypress, a municipal corporation

Shannon DeLong, City Manager

ATTEST:

Lisa Berglund, City Clerk

APPROVED AS TO FORM:
ALESHIRE & WYNDER, LLP

William Wynder, City Attorney

CONTRACTOR:

By: _____
Name: _____
Title: _____

By: _____
Name: _____
Title: _____

Address: _____

Two corporate officer signatures required when Contractor is a corporation, with one signature required from each of the following groups: 1) Chairman of the Board, President or any Vice President; and 2) Secretary, any Assistant Secretary, Chief Financial Officer or any Assistant Treasurer.

EXHIBIT “A”

SCOPE OF SERVICES

The Scope of Services will include the following:

Phase I: PROJECT INITIATION AND SITE ASSESSMENT

- Attend a project initiation meeting with City staff to confirm project goals, schedule, and communication protocols.
- Conduct site visit and field reconnaissance with City staff to document existing conditions and confirm opportunities and constraints of site.
- Perform site boundary survey and produce base topographic plan. Collect all pertinent data and information from City regarding the existing site improvements, City provided as-builts, utilities, drainage, soils, environmental factors, design standards, input from City staff, past community input and any other information that may affect preparation of the Conceptual Site Plans, and Construction Documents.
- Coordinate with City departments and relevant agencies to understand regulatory requirements and potential design limitations.

Phase 1 Meetings:

- Project Initiation
- Site Visit

Phase 1 Deliverables:

- Alta/NSPS Boundary and Topographic Plan
- Existing Conditions Summary

Phase II: COMMUNITY OUTREACH AND CONCEPT DEVELOPMENT

- Facilitate two (2) in-person public outreach community workshops, three (3) stakeholder meetings (two Commission meetings and one City Council meeting), and one online survey to collect input on desired park uses and features. MIG will provide printed outreach materials and will manage online survey platform. City will provide distribution of mailers/notices; MIG will prepare notices per City RFI.
- Based on the community input, site review, staff input, and gathered information, MIG will develop three Conceptual Site Plans for the park, that will blend the new park space with the existing park. The concepts will include all elements and amenities as described in the RFP, but not limited to: passive recreation areas, ADA compliant prefabricated restroom building, parking lot with required ADA compliant spaces and access, and hardscape, landscaping, irrigation and lighting throughout the park.
- Prepare a recommendations memorandum regarding site planning considerations including removal and/or reuse of the existing residential structure, parking layout, and restroom facility.

- Present three Conceptual Site Plans to City staff, the Recreation and Community Services Commission, and the City Council for review for feedback and direction to inform the preferred Site Concept Plan.
- Based on City staff input and comments on the Conceptual Site Plans will refine the concepts into a single preferred Conceptual Site Plan with preliminary opinion of probable cost (OPC) for approval.

Phase 2 Meetings:

- 2 Community Outreach Meetings
- 3 Stakeholder Meetings
- Present three Conceptual Site Plans

Phase 2 Deliverables:

- Online Survey Results
- Conceptual Site Plans (3)
- Recommendations Memo
- Preferred Conceptual Site Plan with OPC

Phase III: MASTER PLANNING

- Prepare a detailed park master plan based on the approved preferred Conceptual Site Plan, including layout, amenities, grading, hardscape, landscape, irrigation, and sustainable design features.
- Incorporate green infrastructure and water quality measures into the design.
- Develop a phasing plan for park improvements, updated OPC, and implementation strategies.
- Present final Master Plan to City staff, the Recreation Community Services Commission, and the City Council for final approval.
- To better communicate the proposed park elements and site lines of the final concept site plan, a series of static and dynamic visualization tools will be employed for this project. This begins with a detailed digital model that will become the foundation for concept plan refinement. From that model, various views and angles can be explored to illustrate important considerations for proposed park elements. Those views will then be enhanced, using post processing techniques in supporting software platforms to better articulate the feeling and character of those spaces. Lastly, a fly-through animation will be produced to tell the complete story of the design of the park.
- Detailed Digital Model
- A detailed digital model, built in SketchUp, will be the foundation for all the rendering tasks. Differing styles and model elements can be used at different stages of the process to ensure graphic representation of the concept plan align with commensurate level of refinement. Key considerations for the functionality of the model will be based on the ability to interchange various proposed park elements with ease.
- 3D Renderings and Photo Simulations
- Building from the digital model, a wide range of vantage points can be selected to illustrate the various aspects of the proposed park elements. Once key views, which best articulate

the overall vision or highlight specific design elements, are selected, additional detail and refinement will be made in both SketchUp and supporting software platforms.

- The digital model base can then be paired with photographs taken from the site to provide ‘before and after’ scenarios from which the view can highlight proposed user experiences.
- Fly Through Animation
- Animation within the fly through will be implemented to better communicate the final look and feel of the park design. A lower-quality draft animation will first be produced to ensure that the story has been achieved, prior to completing the final animation.

Phase 3 Meetings:

- Present final Master Plan

Phase 3 Deliverables:

- Park Master Plan
- Phasing Plan and Strategies, Updated OPC
- 3d Color Renderings (5 renderings)
- One (1) Video Fly Through

Phase IV: FINAL DESIGN AND CONSTRUCTION DOCUMENTS

- Based on the City approved site and architectural conceptual development plans and opinion of probable cost, MIG will prepare construction drawings and technical specifications for the proposed improvements in sufficient detail, for the City to approve and for contractor bidding. MIG will hold virtual bi-weekly coordination meetings with City staff during active design and PS&E phases. MIG will coordinate with geotechnical, environmental, and utility consultants as well as with existing utility providers (Golden State Water, Southern California Gas, Southern California Edison, etc.).
- Perform geotechnical soils testing and produce a report with recommendations for pavements, structures, and site improvements. The survey will identify suspect materials and provide documentation to inform demolition planning; however, it is not intended to be a comprehensive pre-demolition survey. Phase II Environmental Site Assessment (ESA) and any required Supplemental Pre-Demolition Survey will not be included in the base scope and shall be addressed during construction by the Contractor, as required.
- Develop technical specifications for 60%, 90% and 100% construction document submittals. Specifications shall be coordinated with City of Cypress Brown Book specifications and Standard Specifications for Public Works Construction “Greenbook”.
- Preparation of a Non-Priority Water Quality Management Plan (NP-WQMP). With the assumption that the site redevelopment will be less than 5,000 square feet of impervious area, a Non-Priority Water Quality Management Plan (NP-WQMP) will be prepared for the site.
- Assist with permitting and ensure compliance with applicable local, regional, state, and federal regulations. Permit fees and agency fees are excluded and shall be paid by the City. MIG will include up to two (2) City permit submittal cycles as part of the Base Scope.
- MIG will prepare complete PS&E package submittals at 30%, 60%, 90%, and 100% (final) stages. MIG will coordinate all disciplines and maintain a comment/response matrix to ensure all City and Construction Management Firm comments are fully addressed.

Construction documents will be prepared using the City's standard title block in AutoCAD 2022 and will be included:

- Title Sheet and General Notes
- Demolition Plan
- Grading, Drainage, and Utility Plans
- LID / BMP Plans (if applicable)
- Irrigation and Planting Plans
- Hardscape and Circulation Plans
- Amenities Plan and Layout
- Electrical and Lighting Plans
- Pre-Fabricated Restroom Building Plans
- Architectural Plans if Applicable
- Structural Plans (shelters/structures)
- Construction Details
- Develop opinion of probable construction costs (OPC) for 30%, 60%, 90% and 100% construction document submittals.
- Incorporate comments received from the 30%, 60%, 90%, and 100% review and meet with City staff and Construction Management Firm to review submittal comments.

Phase 4 Meetings:

- 30%, 60%, 90%, and 100% submittal comment review with City and Construction Management Firm (4 meetings)
- Bi-weekly coordination meetings with City staff during active design and PS&E phases (virtual unless otherwise requested) Up to a maximum of (12) meetings.

Phase 4 Deliverables:

- Geotechnical report
- Technical specifications for 60%, 90%, and 100% submittals
- PS&E package for 30%, 60%, 90%, and 100% submittals
- Water Quality Management Plan
- Digital files of all documents listed above

EXHIBIT “B”

SPECIAL REQUIREMENTS (Superseding Contract Boilerplate)

I. **DELETE** subsection 1.8 and **REPLACE** with the following:

“1.8 Additional Services. City shall have the right at any time during the performance of the services, without invalidating this Agreement, to order extra work beyond that specified in a particular Agreement, as defined in Exhibit “A,” or make changes by altering, adding to or deducting from said work. No such extra work may be undertaken unless a written order is first given by the Contract Officer to the Contractor, incorporating therein any adjustment in (i) the Contract Sum for the actual costs of the extra work, and/or (ii) the time to perform this Agreement, which said adjustments are subject to the written approval of the Contractor. Any increase in compensation up to the amount authorized by the City Council (“Contract Contingency”); or, in the time to perform of up to one hundred eighty (180) days, may be approved by the Contract Officer. Any greater increases, taken either separately or cumulatively, must be approved by the City Council. It is expressly understood by Contractor that the provisions of this Section shall not apply to services specifically set forth in the Scope of Services. Contractor hereby acknowledges that it accepts the risk that the services to be provided pursuant to the Scope of Services may be more costly or time consuming than Contractor anticipates and that Contractor shall not be entitled to additional compensation therefor. City may in its sole and absolute discretion have similar work done by other contractors. No claims for an increase in the Contract Sum or time for performance shall be valid unless the procedures established in this Section are followed.

II. **Section 5.1(d) shall be amended to read as follows:**

“Professional Liability. Professional liability insurance in the amount not less than two million dollars (\$2,000,000). This coverage may be written on a “claims made” basis, and must include coverage for contractual liability. The professional liability insurance required by this Agreement must be endorsed to be applicable to claims based upon, arising out of or related to services performed under this Agreement. The insurance must be maintained for at least 5 consecutive years following the completion of Contractor’s services or the termination of this Agreement. During this additional 5-year period, Contractor shall annually and upon request of the City submit written evidence of this continuous coverage.”

EXHIBIT “C”

SCHEDULE OF COMPENSATION

Professional fees for services stated include all costs for general overhead, profit, telephone, clerical, travel to and from the city and project site, and incidental

Tasks	Cost
Phase 1 – Project Initiation and Site Assessment	\$ 24,340
Phase 2 – Community Outreach and Concept Development	\$ 32,065
Phase 3 – Master Planning	\$ 33,495
Phase 4 – Final Design and Construction Documents	\$ 105,325
Reimbursables	\$ 4,572
Total Not To Exceed Cost:	\$ 199,797

Additional Services

Professional fees are based on a project as outline within the scope of work. If the scope of work is increased or changed at the request of the City of Cypress, the Contractor shall receive compensation based on additional hours worked at the hourly rates stated below, or an agreed upon negotiated fee. The City of Cypress shall approve additional services and costs in writing prior to any additional work performed.

Staff	Hourly Rate
Principal-in-Charge	\$ 225
Project Manager	\$ 145
Landscape Designer	\$ 150
Irrigation Specialist	\$ 175
Visualization Specialist	\$ 145
Sr. Project Accountant	\$ 180
Project Administrator	\$ 110

EXHIBIT “D”

SCHEDULE OF PERFORMANCE

Task	Duration
Project Initiation and Site Assessment	2 months
Community Outreach and Concept Development	4 months
Master Planning	2 months
Final Design and Construction Documents	4 months



PROPOSAL FOR COMMUNITY OUTREACH AND DESIGN SERVICES

Baroldi Sycamore Park Expansion - RFP

City of Cypress Recreation & Community Services

ADDRESS

1444 EAST 4TH STREET
LONG BEACH, CA 90802

PHONE NUMBER

562.901.2128

PRIME CONTACT

BRIAN ULASZEWSKI
PRINCIPAL & EXECUTIVE DIRECTOR

EMAIL ADDRESS

BRIAN@CITYFABRICK.ORG

x 
BRIAN
ULASZEWSKI
PRINCIPAL & EXECUTIVE DIRECTOR



C7 city
fabrick



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Dear City of Cypress,

On behalf of City Fabrick, thank you for the opportunity to collaborate on shaping the vision for the expansion of the Baroldi Sycamore park. We appreciate the City's interest in expanding this site and community asset and are pleased to present our qualifications for supporting this effort.

City Fabrick is a mission-driven, multidisciplinary design studio committed to creating sustainable, healthy, and equitable communities. Our team of architects, landscape architects, planners, and designers brings a collaborative, cross-disciplinary approach to every project, grounded in practical delivery and a strong understanding of how neighborhood-serving open spaces function day to day. We aim to create parks that are flexible, intuitive, and reflective of the communities they serve.

We regularly collaborate with partner firms who share our values and have a track record of delivering successful parks, open spaces, and community-serving projects across Southern California. Our experience includes partnerships with multiple Departments of Parks and Recreation — including the Cities of Monterey Park, Maywood, Costa Mesa, Compton, and the County of Los Angeles — along with extensive work with the City of Long Beach's Parks, Recreation and Marine Department. This depth of experience helps us support the City of Cypress's goals and vision for the expanded Baroldi Sycamore park. for the Baroldi Sycamore Park.

Thank you for considering our qualifications. We look forward to the opportunity to support the City of Cypress in creating new open space for residents. Please feel free to contact me at **brian@cityfabrick.org** or **562.901.2128** with any questions.

Sincerely,

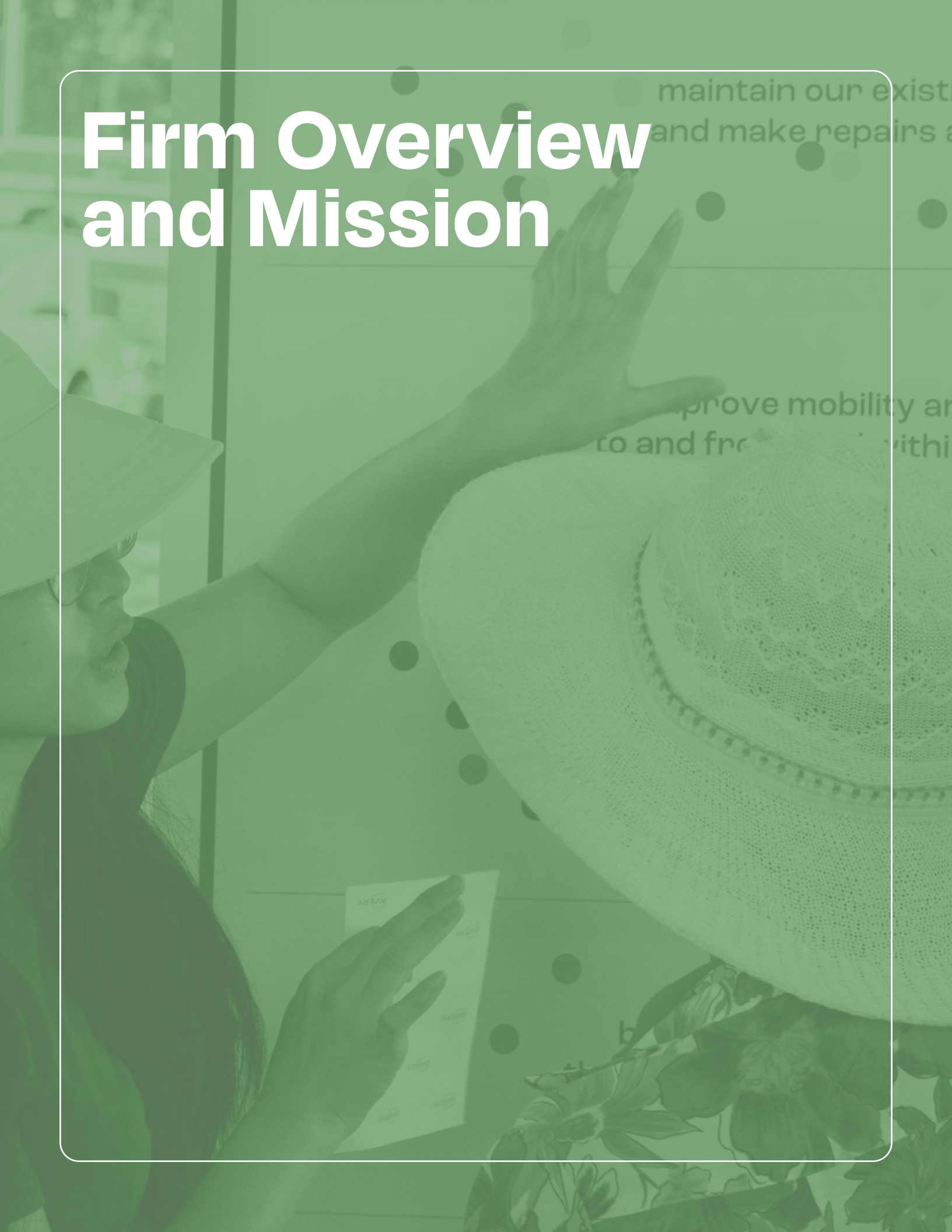
A handwritten signature in black ink, appearing to read 'Brian Ulaszewski'.

Brian Ulaszewski, LEED AP

Executive Director and Principal

brian@cityfabrick.org | 323.309.7932

Firm Overview and Mission

A woman wearing a dark hijab and glasses is shown in profile, working on a large, wide-brimmed hat made of intricate white lace. She is holding a small piece of paper with the word 'AIRS' printed on it. The background is a light green wall with some text and decorative dots. The entire image is overlaid with a semi-transparent green filter.

maintain our exist
and make repairs a

improve mobility an
to and fro withi



City Fabrick is a nonprofit design studio reshaping, restoring, and empowering communities through collaborative public-interest design, planning, policy development, and advocacy.

We strive to create an equitable world where everyone can thrive. City Fabrick is a mission-driven organization dedicated to public interest work that improves the health and well-being of our communities. Our work weaves together the multifaceted aspects of community building to craft comprehensive solutions that leverage assets and opportunities to address our social challenges on local and system-wide scales. City Fabrick collaborates with partners to engage in the following spaces:

Great Parks and Places

Everyone lives within comfortable walking distance of high-quality public spaces and has access to natural spaces.

Resilient Neighborhoods

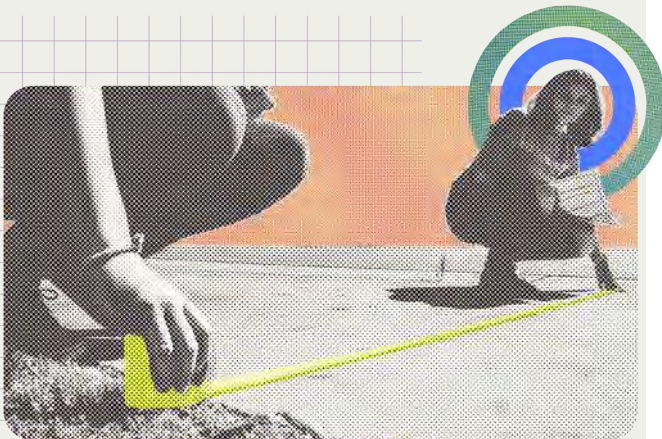
We are global stewards by creating sustainable and restorative communities that are resilient to climate change and disaster.

Cultural Landscapes

Celebrating place, identity, and heritage

Thriving Communities

Residents have access to healing places within their community.



City Fabrick has assembled a multidisciplinary team whose members not only bring deep expertise in parks, public spaces, and community-serving infrastructure, but also share a proven history of working together on similar public and publicly funded projects across Southern California. The proposed team has collaborated repeatedly across a range of project types—from feasibility studies and entitlement efforts to full PS&E delivery—demonstrating an established workflow, shared communication standards, and an alignment of values that supports efficient project execution.

Over the past five years, City Fabrick and KPFF Consulting Engineers have partnered on close to a dozen assignments requiring structural, civil, and site coordination. These collaborations span park improvements, open space networks, and supportive housing developments, allowing both firms to refine documentation and review processes that support timely approvals and clear communication with public agencies. Recent examples include the 51st Street Greenbelt in Long Beach (2021–ongoing), where KPFF’s civil engineering team provided grading, stormwater, and utility coordination while City Fabrick led landscape architecture, engagement, and implementation strategy. Sweeney and Associates also supported this project.

This integrated team structure is also currently deployed on the West Los Angeles Veterans Connector project (2022–2024) for the U.S. Department of Veterans Affairs and principal affordable housing development team. In this initiative, City Fabrick led

the design of multimodal circulation, complete streets, mobility hub, and open space systems while KPFF provides engineering coordination for utilities, road design, and infrastructure. Sweeney and Associates also supported this project. Delivering work in a federal jurisdiction with multiple concurrent review pathways reinforces the team’s ability to adapt to evolving requirements, navigate complex permitting processes, and maintain project momentum—skills directly relevant to the City of Cypress’s PS&E schedule.

More recently, City Fabrick has partnered with Southwest Group Engineering Consultants on publicly funded projects requiring electrical, HVAC, and energy compliance services. Southwest Group’s Principal Engineer, Roy Lee, PE, brings dual licensure in electrical and mechanical engineering, allowing early and decisive coordination of building systems that prevents design conflicts and reduces the need for late-stage revisions. Their experience designing systems for recreation facilities, parks, and civic environments translates directly to the utility needs of expanding this neighborhood park .

City Fabrick’s nonprofit mission and design care complements the technical rigor of KPFF, Sweeney & Associates, and Southwest Group. Together, they prioritize user experience, durability, and long-term benefit—avoiding unnecessary complexity in favor of clear, buildable solutions that support community use and operational efficiency.





Project: Century Villages at Cabrillo

KPFF is a multi-office, multi-discipline engineering firm driven by a commitment to our core values of Excellence, Trust, Relationships, Stability, and Passion.



KPFF'S motto is: We have momentum to grow and a passion to deliver quality of value. We are reliable, service-oriented, and a partner to our clients, who we help to succeed in the various ways we can.

Based in Los Angeles, our projects are diverse and dispersed across the globe, aligned in their need for innovative solutions to resolve complex requirements, formal, technical or otherwise. Our talented core group of engineers, designers and modelers take great care when evaluating a project's design, constructability and value using the latest collaboration tools, BIM platforms and advanced analytical software, allowing us to develop and manage complex projects—large or small—and execute design sensible solutions that inspire.

We offer the following core services:

- | | |
|---------------------------|---|
| → Structural Engineering | → Non-Ductile Concrete and Unreinforced |
| → Pre-Design Consulting | Masonry (URM) Retrofit |
| → Construction Support | → Historic Preservation |
| → Fabrication Consulting | → Adaptive Reuse |
| → Material Research | |
| → Seismic Risk Assessment | |



Sweeney & Associates, Inc.
is an irrigation consulting
firm specializing in irrigation
system design, master planning,
and water management.



Often brought into the project in the early stages of design, Sweeney & Associates are experts at the use of alternative water sources, water conservation strategies, and large-scale irrigation network design. The firm prides itself as an early adopter of the latest water conserving principles, products, and methods.

During the past thirty-three years, Sweeney & Associates, Inc. has completed irrigation designs for over 12,000 projects across the United States and internationally. Projects include corporate campuses, commercial and residential developments, multiple family housing, resorts and hotels, public parks, professional and amateur athletic facilities, schools, colleges, slope stabilization and re-vegetation projects.

Sweeney & Associates, Inc. provides irrigation design services to a wide variety of clientele including landscape architects, engineering firms, and municipalities. The company is recognized as a leader in the drip and subsurface irrigation design field. Other services include project master planning, construction site observations, the development of irrigation standard design guidelines, and GPS based irrigation as-built drawing preparatio

- | | |
|---------------------------------|------------------------------|
| → Landscape Irrigation Design | → Irrigation Master Planning |
| → Golf Course Irrigation Design | → Construction Supervision |



Southwest Group Engineering Consultants, Inc. is an innovative, professional consulting firm located in Irvine, California

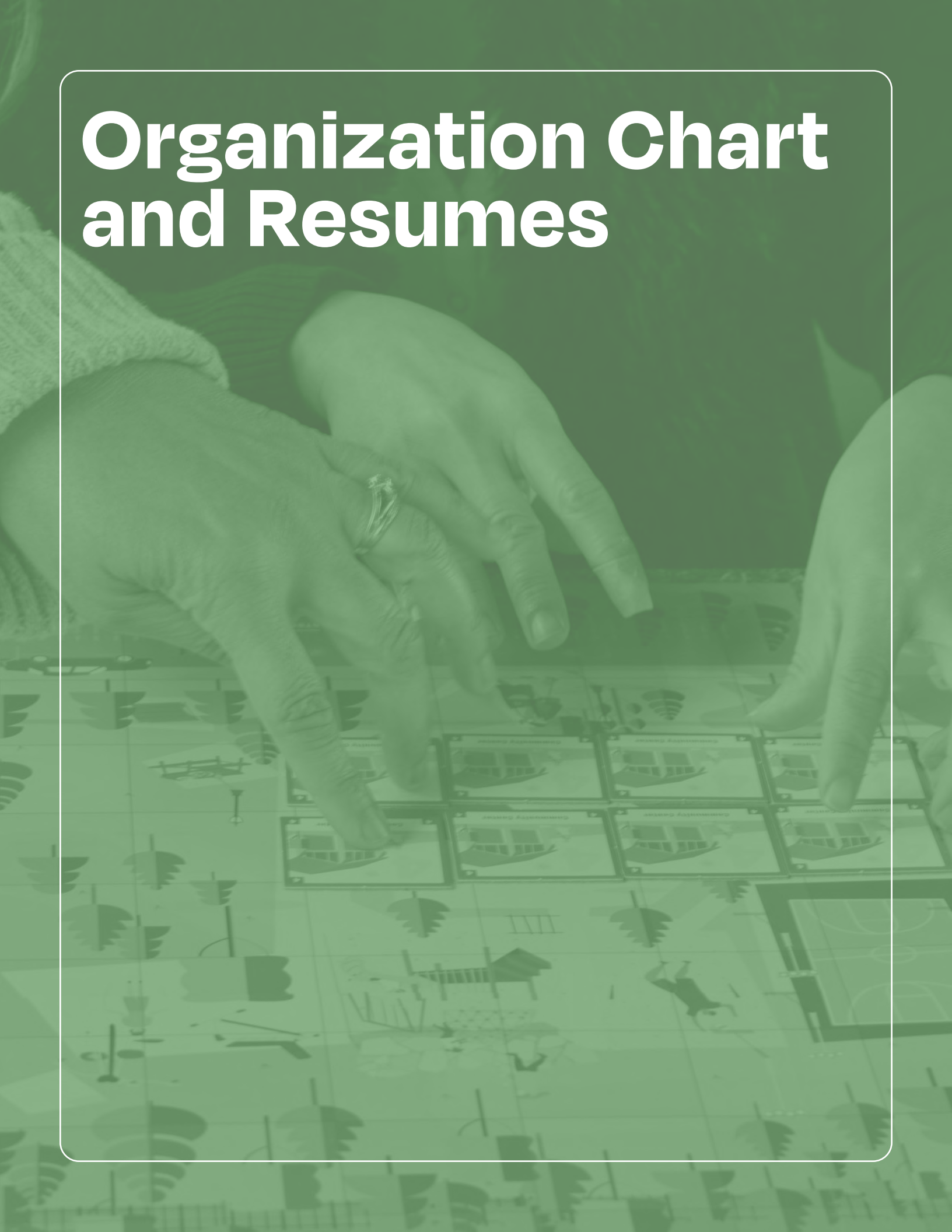


Southwest Group specializes in providing electrical, HVAC, and plumbing engineering design and energy compliance services to Architects, Real Estate Developers, Construction Contractors, and Government Agencies. We incorporate a multitude of cost effective, reliable solutions and systems to better serve our clients and meet or exceed their expectations. Southwest Group provides first-rate engineering designs to local, and national clients.

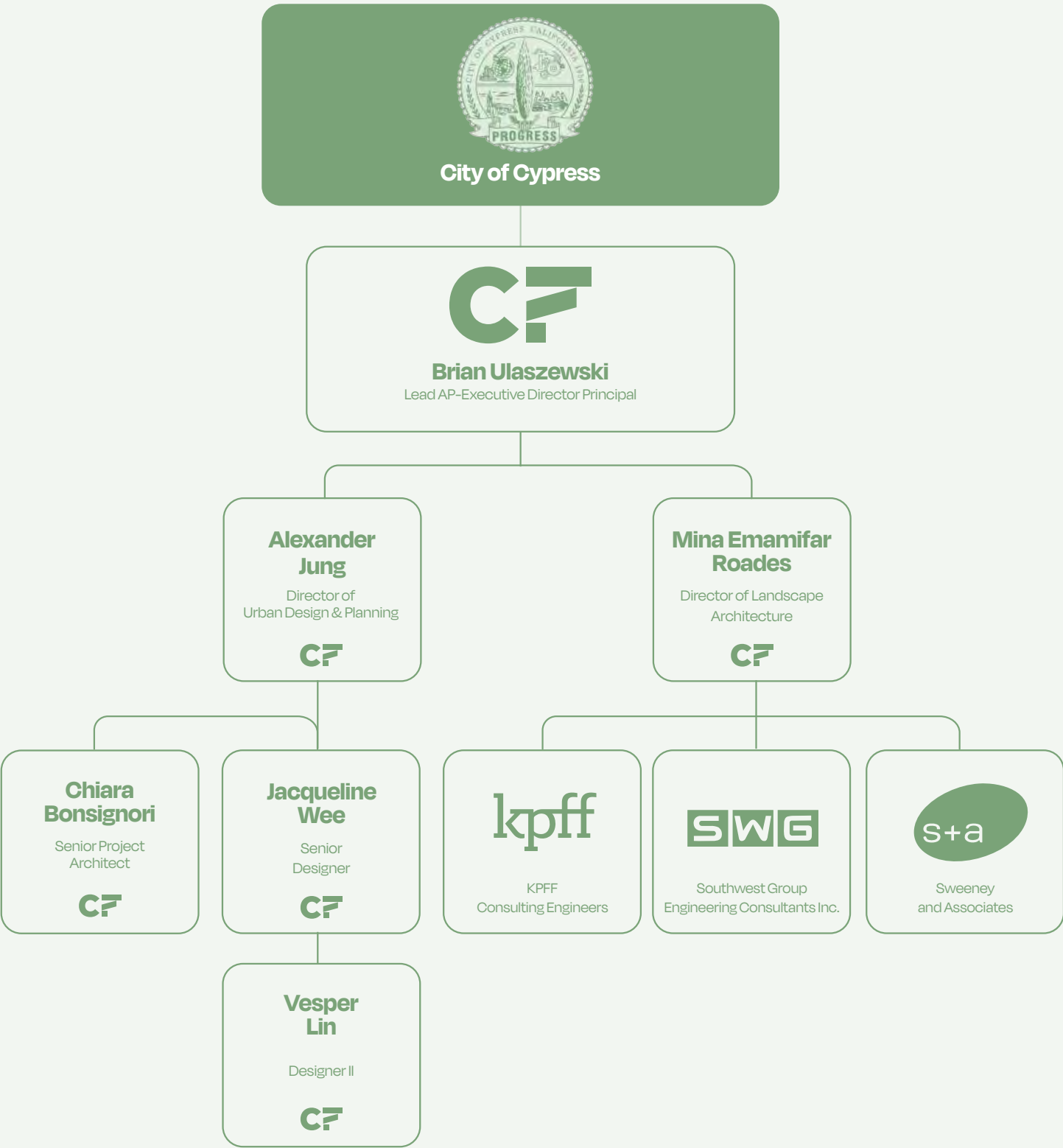
Southwest Group is comprised of a team of knowledgeable and dedicated professionals. We are proud of our quality and are committed to bringing the highest level of service to our clients. Our number one goal is to provide quality engineering and consulting services that are cost effective and completed on schedule. It is our desire to listen, understand, and give detailed attention to the needs of each customer to accomplish a successful building project and an over-all quality relationship. We are licensed and registered in many states including California, Arizona, Colorado, Washington, Utah, Nevada, Texas, Oregon, and Hawaii.

Through our membership in the Irvine and U.S. Chambers of Commerce, we endeavor to stay informed and connected to both our community and country and are committed to bringing value added services to our clients.

Organization Chart and Resumes



Organization Chart





Brian Ulaszewski

Executive Director Principal

Brian Ulaszewski is the Executive Director and Principal of City Fabrick, guiding the collective vision, passion, and care throughout our work. Brian believes leveraging peoples' shared creativity can lead to positive change in our communities. Brian has an innate ability to see community building through a variety of lenses and perspectives, leveraging policymaking, planning, and design to change systems. Currently, he is reflecting on how the design profession can meaningfully support communities in co-creating solutions, so they can determine their own futures. Brian was recognized by the Los Angeles - American Planning Association with the John Chase Visionary Award for his significant contribution to field of planning as a true visionary. Brian holds a bachelor's degree in architecture from the University of Southern California and more recently had returned there to teach in the Landscape Architecture and Urbanism Department. When he is not writing, drawing, meeting, coordinating, facilitating, guiding, diagramming, sketching, presenting, calculating, dreaming, pointing.

EDUCATION

Bachelor of Architecture

University of
Southern California, 2000

CREDENTIALS

LEED AP, US Green Building Council

John Chase Visionary Award,
APA Los Angeles Section

DEFOREST PARK VISION PLAN

City of Long Beach Parks

MARTIN LUTHER KING JR. VISION PLAN

City of Long Beach Parks

SCHERER PARK MASTER PLAN

City of Long Beach Parks

WEST LA VETERANS AFFAIRS CAMPUS COMMUNITY PLAN

US Department of Veteran Affairs

UPTOWN OPEN SPACE VISION PLAN

City of Long Beach Parks

CVC COMMUNITY MASTER PLAN

Century Villages at Cabrillo

THRIVE SANTA ANA MICRO FARM

Thrive Santa Ana

DRAKE CHAVEZ PARK MASTER PLAN

City of Long Beach Parks, Recreation and Marine



Mina Emamifar Roades

Director of Landscape Design

Mina Emamifar Roades is the Director of the City Fabrick Landscape Architecture team. She leads the team on a wide variety of projects, including public parks, affordable housing, streetscapes and community outreach for landscape design. With over two decades of work in both the public and private sector, Mina exhibits a deep appreciation for the beauty and complexity of the natural world. She believes strongly in the ability of landscape design to create spaces that enrich lives. Her approach centers community-driven and context-sensitive solutions at every stage of the planning and design process. Mina holds a Master in Landscape Architecture from North Carolina State University and an undergraduate degree in Architecture from the University of Southern California. Mina is LEED AP certified, has been a licensed Landscape architect in the state of California for more than 15 year, and an active member of the American Society of Landscape Architects. When she is not at work engaging the community about open space, Mina is busy enjoying the great outdoors.

EDUCATION

Master of Landscape Architecture

North Carolina University, 2004

Bachelor of Architecture

University of Southern California,
Los Angeles and Como, Italy

CREDENTIALS

Registered Landscape Architect
#5456

LEED AP, US Green
Building Council

AFFILIATIONS

Member ASLA Southern
California Chapter
Member USC Architectural Guild
Committee Coordinator LABash

DEFOREST PARK VISION PLAN

City of Long Beach Parks

MARTIN LUTHER KING JR. VISION PLAN

City of Long Beach Parks

SCHERER PARK MASTER PLAN

City of Long Beach Parks

51ST STREET VISION PLAN

City of Long Beach Department of Parks, Recreation and Marine

MACARTHUR PARK VISION PLAN

City of Long Beach Department of Parks, Recreation and Marine

DRAKE CHAVEZ PARK MASTER PLAN

City of Long Beach Parks, Recreation and Marine

WEST LOS ANGELES VETERAN COMMUNITY PLAN

US Department of Veteran Affairs

THRIVE SANTA ANA MICRO FARM

Thrive Santa Ana



Alexander Jung

Director of Urban Design + Planning, AICP

Alex is the Director of the Urban Planning & Design team and carries a passion for advancing equity and empowerment of underrepresented communities through creativity, collaboration, and capacity building. Alex believes that we all possess unique lived experiences of our own neighborhoods, and that this local knowledge is of great value to developing innovative built environment solutions. Alex brings a unique perspective to City Fabrick having over ten years of experience in the public, private, academic, and nonprofit sectors, and contributing to several award-winning initiatives across Southern California. As a local leader in the urban design and planning profession, Alex was acknowledged as the Outstanding Young Planner Award by APA Los Angeles in 2018, and continues to give back to the next generation of designers and planners as an instructor at local universities. Alex is AICP-certified, and holds a master's degree in Urban & Regional Planning from UCLA and a bachelor's degree in Urban Studies & Planning from UCSD.

EDUCATION

Master of Urban + Regional Planning

University of California,
Los Angeles, 2015

Bachelor of Urban Studies + Planning

University of California, San Diego,
2012

CREDENTIALS

American Institute of Certified
Planners [AICP]

AFFILIATIONS

University of California, Los Angeles
Lecturer

American Planning Association [APA]

DEFOREST PARK VISION PLAN

City of Long Beach Parks

MARTIN LUTHER KING JR. VISION PLAN

City of Long Beach Parks

SCHERER PARK MASTER PLAN

City of Long Beach Parks

CORRIDORS 2 COMMUNITY

Second District Office of Supervisor Holly J. Mitchell, Los Angeles
County

ONE SAN PEDRO

Los Angeles Housing Authority



Jacqueline Wee

Senior Designer

Jacqueline Wee is a Designer who assists the Landscape team with design, engagement, coordination, and anything else she can get her hands on. She is always excited to collaborate with others and learn as much as possible. Prior to studying landscape architecture, Jacqueline worked for several years in the comic book industry, and her love of sequential storytelling carries over into her fascination with how projects come together over time. Jacqueline has a passion for native ecosystems, and she hopes to raise awareness about ways to support wildlife in developed urban spaces. Jacqueline holds a BA in Visual Studies from the University of Pennsylvania and a Certificate in Landscape Architecture from UCLA Extension. She is currently working towards becoming a licensed landscape architect. When she is not obsessively adjusting linework in AutoCAD, Jacqueline can be found exploring new neighborhoods, checking a book off her reading list, or munching on vegetables from her garden.

EDUCATION

Bachelor of Arts, Visual Studies Minor in Japanese

University of Pennsylvania, 2013

Kyoto Consortium for Japanese Studies

Doshisha University, Japan 2012

Landscape Architecture Certificate

University of California, Los Angeles
2020

WEST LOS ANGELES VETERANS CONNECTOR

US Department of Veteran Affairs

SCHERER PARK

City of Long Beach Parks

MARTIN LUTHER KING JR. PARK VISION PLAN

City of Long Beach Parks

FOLSOM PARK

LA County Parks and Recreational

KETCHUM-LIBOLT PARK

City of Costa Mesa

CVC URBAN FORES

Century Housing

LONG BEACH URBAN FOREST PLAN

City of Long Beach Office of Sustainability and Climate Action



Chiara Bonsignori

Senior Project Architect

Chiara Bonsignori is a Project Architect with experience leading complex commercial and multifamily projects. She believes that healthy and beautifully designed spaces should be enjoyable by the community at large. Chiara has over 10 years of experience in architecture. She worked on commercial, aviation, data center, and multifamily projects with several firms both in Italy and in the US. She has provided exemplary expertise to clients for building design, building performance, coordination, and construction administration. Chiara earned her architectural license and master's degree in Architectural Design and Restoration from the University of Roma Tre. In 2012 she moved to Texas where she earned a Post Professional Master in Sustainable Design from UT Austin while working as a technician in the School Technology Lab. She served as chair of the AIA | LA Women in Architecture Committee and is involved with AWA+D and other local organizations seeking to advance issues of justice, equity, diversity, and inclusion within the architecture profession. When she is not looking at plans, Chiara can be found hiking local mountains, or growing veggies in her backyard.

EDUCATION

MArch II Sustainable Design

The University of Texas
at Austin, 2014

MArch I Architecture and Restoration

Universita' degli studi
Roma Tre, 2008

Bachelor of Architecture and Restoration

Universita' degli studi
Roma Tre, 2005

CREDENTIALS

Registered Architect, State of CA
Registered Architect, Italy

AFFILIATIONS

AWA+D
Urban Land Institute

FOODBANK

Foodbank of Southern California

HOMEKEY BRISTOL

Community Development
Partners

909 PINE MICRO UNITS

Burnham Developmen

HUNTINGTONS VILLAS

National Community Renaissance

WEST LA VETERANS COMMUNITY*

US Department of Veteran Affairs

CAPLIPATRIA INN

Tricanna Group

REGENCY INN

Encompass Housing

*Done At Another Agency





Vesper Lin

Designer II

Vesper Lin (she/her) is a creative individual who specializes in landscape and urban design. Vesper's experience includes working as a program associate with the Sustainable SITES Initiative at the U.S. Green Building Council, as well as completing a year-long professional practice at eLandscape Studio and RELM Studio. Her background encompasses research in urban Low Impact Development Systems and the design development of Storm Water Best Management Practices. Currently she is looking forward to continuing to support a diverse array of project types and scales in design and planning practice, prioritizing community-led design, and sustainable, meaningful, high-performance outdoor spaces. Vesper is awarded in China Yuan Ye Award 2017, First Prize. She is also certified as a Sustainable SITES Accredited Professional (SITES AP). Her research article, "Exploring the Value of SITES through Seven Case Studies from Around the World" has been featured on the Sustainable SITES Initiative website. Vesper holds a Master's degree in Landscape Architecture + Urbanism from the University of Southern California, and her student projects have been showcased on the USCArchitecture website.

EDUCATION

Master of Landscape Architecture + Urbanism

University of Southern California,
2020

Bachelor of Landscape Architecture

Southwest University, China, 2017

CREDENTIALS

SITES AP, US Green Building Council

MARTIN LUTHER KING JR. VISION PLAN

City of Long Beach Department of Parks, Recreation and Marine

SCHERER PARK MASTER PLAN

City of Long Beach Department of Parks, Recreation and Marine

WEST LOS ANGELES VETERANS CONNECTOR

US Department of Veteran Affairs

BLOCK BY BLOCK INITIATIVE URBAN DESIGN SERVICES

Genesis LA

THE MONTEREY PARK GROW: PARKS SYSTEM MASTER PLAN

City of Monterey Park

LOS ANGELES COUNTY PEDESTRIAN PLANS

Los Angeles County Department of Public Health



EDUCATION

BS Civil Engineering

California State University,
Long Beach

EDUCATION

Professional Civil Engineer
Professional Engineer: CA (#86348)
QSD/QSP

Casey Rasile

PE, QSD/QSP

Associate/Civil Engineer

Yancy is a designer who approaches design with boundless enthusiasm and inquisitiveness. He understands that each project has unique needs and requires new solutions. Yancy believes that architecture should capture the essence of the community it serves and redefine the way people interact with the built environment. By supporting various projects ranging from architecture to landscape design and community engagement, he has developed the technical and creative skills required to serve our communities better. Currently, Yancy is working towards obtaining his architecture license and NCARB certification. Yancy is engaged in self-directed learning, delving into building information modeling and 3D visualization techniques to enhance his skills further and obtain certification in BIM management. Yancy holds a Bachelor of Architecture from the University of Southern California, where he developed a strong foundation in architectural design. When not immersed in Revit, you can find him at home working in Revit. Just kidding, you can find him catching a plane to new cities, singing his heart out at karaoke, or maintaining his 490-day streak on Duolingo.

51ST ST PARK

City of Long Beach Department of Parks, Recreation and Marine

PELANCONI PARK: EXISTING DRAINAGE CHANNEL DROP STRUCTURE REPLACEMENT STUDY

City of Anaheim

GRAMERCY PARK TRAIL

City of Anaheim

CITY OF SAN CLEMENTE RAIL CORRIDOR PEDESTRIAN TRAIL

City of San Clemente

LONG BEACH CITY COLLEGE (MULTIPLE PROJECTS)

Long Beach City College

JUANITA-COOKE TRAIL

City of Fullerton

MESA VISTA APARTMENTS

Community Development Partners

WEST LOS ANGELES DEPARTMENT OF VETERAN'S AFFAIRS CAMPUS REDEVELOPMENT

US Department of Veteran Affairs



Daniel L. ZumMallen

Vice President

Mr. ZumMallen, vice president of the firm, has over 38 years' experience in landscape construction, maintenance, and design. Educated in the United States, he spent a year working and studying horticulture in Scotland. Mr. ZumMallen designs and manages large-scale irrigation projects from inception to completion using the latest AutoCAD drafting software. He has designed irrigation systems for large projects all over the world including the United States, the Caribbean, Taiwan, and the Middle East. Over the twenty-four years, he has designed irrigation systems for hundreds of streetscape projects in Southern California. Mr. ZumMallen's key responsibilities within the organization include coordination and design of irrigation systems, written specifications, submittal reviews, as well as construction observations. He is the Principal in Charge of project scheduling and production for the entire firm.

EDUCATION

Bachelor of Science - Landscape Architecture,
California Polytechnic University,
Pomona, CA

REGISTRATIONS

Master Gardener Certificate -
Royal Horticulture Society,
United Kingdom

Professional Member of the
American Society of Irrigation
Consultants

UCLA MILDRED E MATHIAS BOTANICAL GARDEN,
Los Angeles, CA

MYRIAD BOTANICAL GARDENS,
Oklahoma City, OK

MAGIC JOHNSON PARK
Los Angeles, CA

PAN PACIFIC PARK
Los Angeles, CA

LIONS PARK
Los Angeles, CA

LOS ANGELES STATE HISTORIC PARK
Los Angeles, CA

ROBERTSON RECREATION CENTER
Los Angeles, CA



Roy Lee, P.E.

President and Principal of Engineering

Since earning his BSEE degree in 1989 from UC Irvine, Mr. Lee has established an exceptionally solid background in electrical, mechanical, and plumbing engineering design. Along with high quality project, construction administration, and management skills, his many engineering designs include new construction and renovation projects in multi- and single-family housing, commercial, retail and department stores, restaurants, supermarkets, recreation centers, resorts and clubhouses, custom homes, government and industrial facilities, medical and office buildings. Mr. Lee holds dual Professional Registrations in both Electrical and Mechanical Engineering. He is currently licensed in the states of California, Arizona, Washington, Oregon, Colorado, Nevada, Texas, Utah, and Hawaii under both disciplines. Mr. Lee is also a Certified Green Building Professional. He is registered with the National Council of Examiners for Engineering and Surveying (NCEES) and a proud member of several professional associations such as ASHRAE, IEEE, the AAAE, and the NFPA.

EDUCATION

BSEE

University of California, Irvine

REGISTRATIONS

Professional Engineer:
California, Arizona, Oregon, Washington, Hawaii, Nevada, Colorado, Texas and Utah.

AFFILIATIONS

Certified Energy Analyst (CEA)-
Residential and Non-Residential

National Council of Examiners for
Engineering and Surveying (NCEES)

ASHRAE, IEEE, the AAAE, and the
NFPA.

PARK PLAYGROUND

Long Beach, CA

PARK WEST RECREATIONAL BUILDING

Perris, CA

REGION 6 CLUBHOUSE

Rancho Sahuarita, AZ

RIVER WILDERNESS PARK

Azusa CA

Relevant Experience



51st Street Greenbelt



Location

Long Beach, CA

Start/End Date

2021 - ongoing

Client

CAPITAL PROJECTS
COORDINATOR PUBLIC WORKS,
Tina Cheng
Project Management Bureau
City Of Long Beach

562.570.6975

Tina.Cheng@longbeach.gov

Duties Performed

Engagement, Landscape
Architecture

This new park repurposes unclaimed right-of-way to create much needed active open space for this park poor community while establishing formal access to wetlands developed Los Angeles River.

Unused surplus right-of-way sandwiched between Deforest Avenue and the recently completed Deforest Wetlands provides an ideal canvas to create a scale park that enhances connectivity through the neighborhood, and adjacent elementary school, artificial wetlands, and Los Angeles River regional bike path. The two-block long, one-acre park leverages two dozen mature oak and sycamore trees to provide the sense of a long-established park for this neighborhood.

The existing trees also provide a unique context for designing a youth-oriented, bicycle training course, complete with nearly twenty different street conditions for learning to bike safely. The two ends of the park are anchored by pedestrian plazas, with play spaces and fitness installations in between. 51st Street Park is also designed with new green infrastructure including a bioswale running the length of the greenbelt, providing sustainable stormwater management while separating the roadway from the park's walking and bike paths.

Project coordination with the Water Replenishment District provides access to multiple testing wells located within the new park. Additional project coordination with the Water Department accommodates to existing water mains and with the County Flood Control Authority to maintain access to their facilities along the Los Angeles River. The team also collaborated with the Public Works Department to incorporate street improvements and ADA access upgrades between the neighborhood and new park.



Martin Luther King Jr. Vision Plan



Location

Long Beach, CA

Start/End Date

2022-2024

Client

NANCY VILLASENOR
Park Planning and
Partnership Manager
City of Long Beach

562.570.4634
nancy.villasenor@longbeach.
gov

Duties Performed

Engagement, Graphic,
Landscape Architecture

The Martin Luther King Jr. Park Vision Plan guides new public and private investments as well as improvements to existing amenities and facilities within and around the park.

This Vision Plan establishes a conceptual design for Martin Luther King Jr. Park that depicts potential improvements of the site and how they interact with each other. Through a robust community-driven design process, neighborhood leaders, community stakeholders, and the public participated in a series of engagement activities with residents, community partners, and City agencies regarding the parks' existing and potential future amenities, relationships, function, and circulation. As a result of this multi-phase visioning process, the conceptual design and vision plan for the park will determine the extent and nature of the improvements for the project area. The consensus-based design for improving Martin Luther King Jr. Park includes proposed enhancements of varying scales and purpose, providing a grant application-ready proposals to pursue funding through local funding, grants through Proposition 68, Measure A, and other government sources, as well as philanthropy.

The 1.17-acre park, initially named 19th Street Playground, was dedicated by the City of Long Beach on June 13, 1964. After the assassination of Dr. Martin Luther King, Jr. in 1968, the park was renamed in his honor. Subsequent expansions of the park occurred in 1969 and around 1980, enlarging the park to 8.9 acres with additions like a baseball field, game courts, tennis court, community recreation center, and an outdoor swimming pool. The late 1980s saw the construction of a recreational facility by the Boys and Girls Club. The outdoor swimming pool underwent enclosure in 1996, and additional facilities were added in 2007, funded by various sources, including the Los Angeles County Safe Neighborhood Parks Bond Act of 1992 and the State Safe Neighborhood Park Bond Acts of 2000 and 2002.



Scherer Park Master Plan



Location

Long Beach, CA

Start/End Date

2022—2024

Client Reference

ALISON SPINDLER-RUIZ

Planning Bureau Manager

City of Long Beach

562.570.6946

alison.spindler-ruiz@longbeach.

gov

Duties Performed

Engagement, Graphic,
Landscape Architecture

The Scherer Vision Plan provides strategic guidance for future public and private investments and improvements to maximize impact, best serve the community, and enhance the overall park user experience.

This Vision Plan establishes a conceptual design for Scherer Park that depicts potential site improvements and how they interact. Through a robust, community-driven process, neighborhood leaders, stakeholders, residents, community partners, and City agencies participated in engagement activities to inform the park's existing and future amenities, relationships, function, and circulation. As a result of this multi-phase visioning effort, the conceptual design and Vision Plan define the extent and nature of improvements within the project area. The consensus-based design includes enhancements of varying scales and purposes, providing grant-ready proposals to pursue funding through local sources, Measures A and W, other government programs, and philanthropy.

Scherer Park, located between the Bixby Knolls and Los Cerritos neighborhoods, spans 25.18 acres and is bordered by Long Beach Boulevard, Atlantic Avenue, 46th Street, and East Del Amo Boulevard. A major transit corridors that provide regional access. The park's northeast corner includes the existing Long Beach Police Station – North Division, while fencing encloses portions of the northwest and southern perimeters. The surrounding residential area features a diverse mix of building densities, primarily single-family homes with some small and medium-sized apartment complexes. Positioned among a variety of neighborhoods, Scherer Park serves as an open stitching space that connects the community and offers opportunities for nature, recreation, and social interaction. Adjacent to landmarks such as Rancho Los Cerritos, the Fairfield Family Branch YMCA, and the Boys & Girls Club, the park functions as a key hub for engagement and activity. Three additional public parks within a half-mile (10-minute walk) provide nearly 38 acres of additional parkland and diverse amenities.



Folsom Street Pocket Park



Location

Los Angeles, CA

Start/End Date

2021 - ongoing

Client

LORETTA QUACH

County of Los Angeles

626.588.5305

LQuach@parks.lacounty.gov

Duties Performed

Landscape Architecture,
Engagement

The Folsom Street Pocket Park Planning Project studies the possibilities of converting vacant right-of-way land at the intersection of N Gage Ave. and Folsom St. in East LA to a neighborhood pocket park.

City Fabrick engaged the East LA City Terrace community through surveys, focus groups, and interviews to understand their desires for a potential park. This input, combined with site and contextual analysis, informed a conceptual site plan and feasibility study, which City Fabrick presented to the LA County Department of Parks and Recreation to pursue future funding and implementation.

Outreach included flyers, doorhangers, signage, emails, and text messages, as well as promoting workshops at community meetings and events. Activities were designed to build on each other yet be flexible for participation at any stage. Visually engaging and fun tools enabled community members of all ages and abilities to relate to the information. Engagement was conducted in both English and Spanish.

Initial site investigation included reconnaissance, literature review, and analysis of a topographic survey and Phase I ESA. Steep elevation gain on the west side and utility networks created constraints. The conceptual plan strategically placed features to work with the topography and minimize disturbance. Community-prioritized amenities—such as native landscaping, a switchback trail, natural playground, and garden—were included. City Fabrick collaborated with engineers to compile a final feasibility study with preliminary hydrology, grading, and structural studies.



La Colmena: A Community-Driven Urban Micro-Farm



Location

Santa Ana, CA

Start/End Date

2018-2025

Client

SANTA ANA THRIVE

Luis Sarmiento
Director of Sustainability &
Partnerships

714.425.5562

luis@thrivesantaana.org

Duties Performed

Landscape Architecture,
Building Design, Site Planning,
Community Engagement

La Colmena is a transformative urban micro-farm and community hub located on a formerly vacant, city-owned industrial lot in Santa Ana.

As the first development spearheaded by THRIVE Santa Ana, the city's emerging community land trust, La Colmena represents a new model for equitable land use that centers resident-led visioning and grassroots ownership. City Fabrick served as the lead designer for the site and building design, landscape architecture, and overall planning efforts. We partnered closely with THRIVE Santa Ana, CRECE, the City of Santa Ana, and local residents to co-develop the vision, conduct inclusive community engagement, and support entitlement and pre-development financing. Construction of the micro-farm was completed in Spring 2025.

The site is anchored by a cluster of repurposed shipping containers that house cooperative small businesses, including a worker-owned café launched by migrant women and a textile studio offering classes in traditional Oaxacan loom techniques. These containers frame a central, shaded gathering space with a stage and flexible seating, serving as the heart of La Colmena.

Surrounding the plaza are individual garden plots, a greenhouse, and a food production and processing area. While the micro-farm activates the eastern portion of the site, food production elements line the north and west edges, preserving the center for community and cultural activity.



Scottish Rite Community Garden



Location

Long Beach, CA

Start/End Date

2020-2021

Client

CITY OF LONG BEACH
Health and Human Services
Department

Duties Performed

Landscape Architecture

A productive landscape advancing food access and community resilience in Downtown Long Beach.

With the growing urgency to address food insecurity during the COVID-19 pandemic, City Fabrick supported the creation of a new community garden at the Scottish Rite Temple in Downtown Long Beach. The project transformed an underutilized, unpaved portion of the property into a community-serving landscape designed to expand access to fresh, healthy food for nearby residents.

Leveraging CARES Act funding provided by the City of Long Beach, City Fabrick designed a productive urban agriculture space that includes a series of raised planter beds, an urban orchard, and accessible pathways to support volunteer stewardship and ongoing maintenance. The garden produces fruits and vegetables for distribution to community members and local partners serving households with limited access to nutritious food.

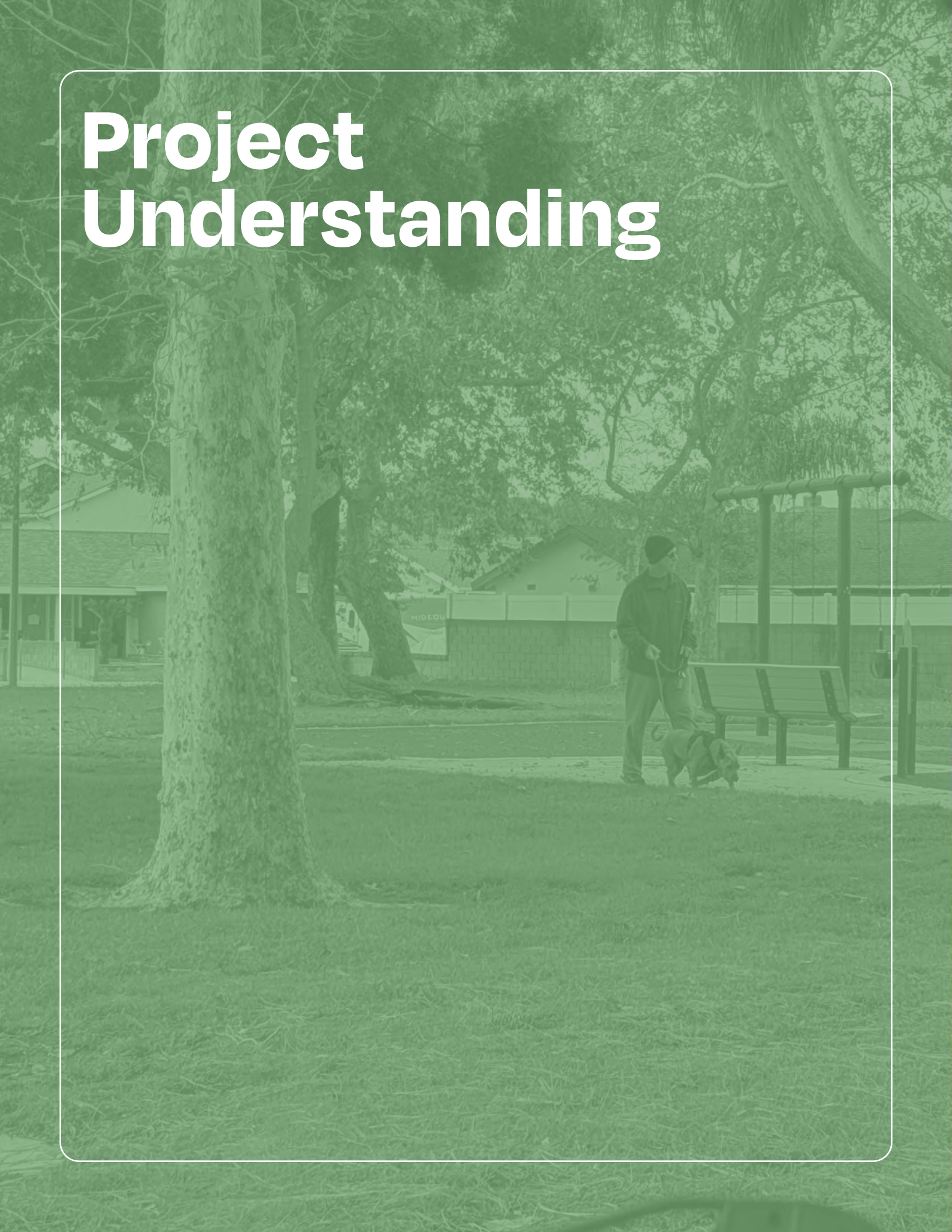
The Scottish Rite Community Garden demonstrates how modest site improvements can quickly deliver tangible public health and equity benefits. By converting underused land into a productive landscape, the project strengthens local food systems, supports community-led care and stewardship, and provides a replicable model for integrating food access, open space, and neighborhood resilience in dense urban areas.



Relevant Projects Matrix

PROJECT	TYPOLOGY	LOCATION	SCOPE
Drake/Chavez Park Connector	Park Expansion	Long Beach, CA	Landscape Design
51st Street Greenbelt	New Park	Long Beach, CA	Landscape Design
West LA Veteran Community	New Parks and Transportation	Los Angeles, CA	Planning + Design
One San Pedro	New Parks and Transportation	San Pedro, CA	Planning
On-Call Services	Parks and Transportation	Pasadena, CA	Civil Engineering
MacArthur Park	Existing Park	Long Beach, CA	Park Planning
14th Street Park	Park Expansion	Long Beach, CA	Planning + Design
Hamilton Greenbelt	New Park and Transportation	Long Beach, CA	Park Planning
Cudahy Senior Housing	Housing and Community Center	Cudahy, CA	Landscape Design
Parks, Recreation, and Marine Plan	Department Strategic Plan	Long Beach, CA	Planning
Villa Vanowen	Supportive Housing	Los Angeles, CA	Landscape Design
Sound Garden	Park Improvement	Long Beach, CA	Landscape Design
San Pedro Parklets	Transportation and Placemaking	San Pedro, CA	Landscape Design
Santa Ana Urban Farm	New Urban Farm	Santa Ana, CA	Landscape Design
Los Angeles County Parks On-call Service	Park Development	Los Angeles, CA	Landscape Design
MLK Jr. Park	Existing Park	Long Beach, CA	Park Planning
Spark Commons	New Park	Long Beach, CA	Landscape Design
Bixby Park	Existing Park	Long Beach, CA	Park Planning
Villages at Cabrillo	New Parks and Transportation	Long Beach, CA	Planning + Design
Shalimar Park	Existing Park	Costa Mesa, CA	Landscape Design
Ketchum-Libolt Park	Existing Park	Long Beach, CA	Landscape Design
Echo Yard		San Diego, CA	Landscape Design

Project Understanding



Project Understanding

The project offers an exciting opportunity to expand the existing Baroldi Sycamore park and provide a larger recreation area for the residents.

The City of Cypress strives to provide a strong sense of community and to maintain safe, culturally diverse and accessible environment. The park is already considered an important space in the neighborhood—a place where families can gather, kids can play, and neighbors can find shade, movement, and connection close to home.

After the expansion the site will provide even more opportunities to activate the neighborhood and connect its residents.

The existing building could be an asset to increase the array of amenities present at the park. It offers the opportunity to add community programming and indoor programs to support the residents (as a gathering space, a resiliency hub, a cultural center). In the park we currently find a sand pit, swings and play areas, a beautiful tree canopy, and a small patio with picnic tables.

The new acreage could provide perhaps fitness equipment, restroom facilities, dog facilities and diverse amenities for teens and adults alike.



Approach and Methodology



City Fabrick approaches this assignment with a focus on delivering a park that is functional, community-serving, and straightforward to construct

City Fabrick approaches this assignment with a focus on delivering a park that is functional, community-serving, and straightforward to construct. Our work is centered on the realities of small urban sites — where utilities, visibility, safety, and operational considerations must be addressed early to avoid delays during permitting or construction.

Early Alignment & Clarity

We begin with a structured kickoff and concept refinement process that brings the City team and subconsultants onto the same page about expectations, constraints, and approvals. This step ensures that decisions made early are informed, coordinated, and implementable.

Use-Centered Design

Parks need to be intuitive, safe, and comfortable for daily users. We evaluate circulation, shade, access, and comfort through a real-world lens, applying demographic and mobility context to help determine where activities should be clustered and how people will arrive and move through the site..

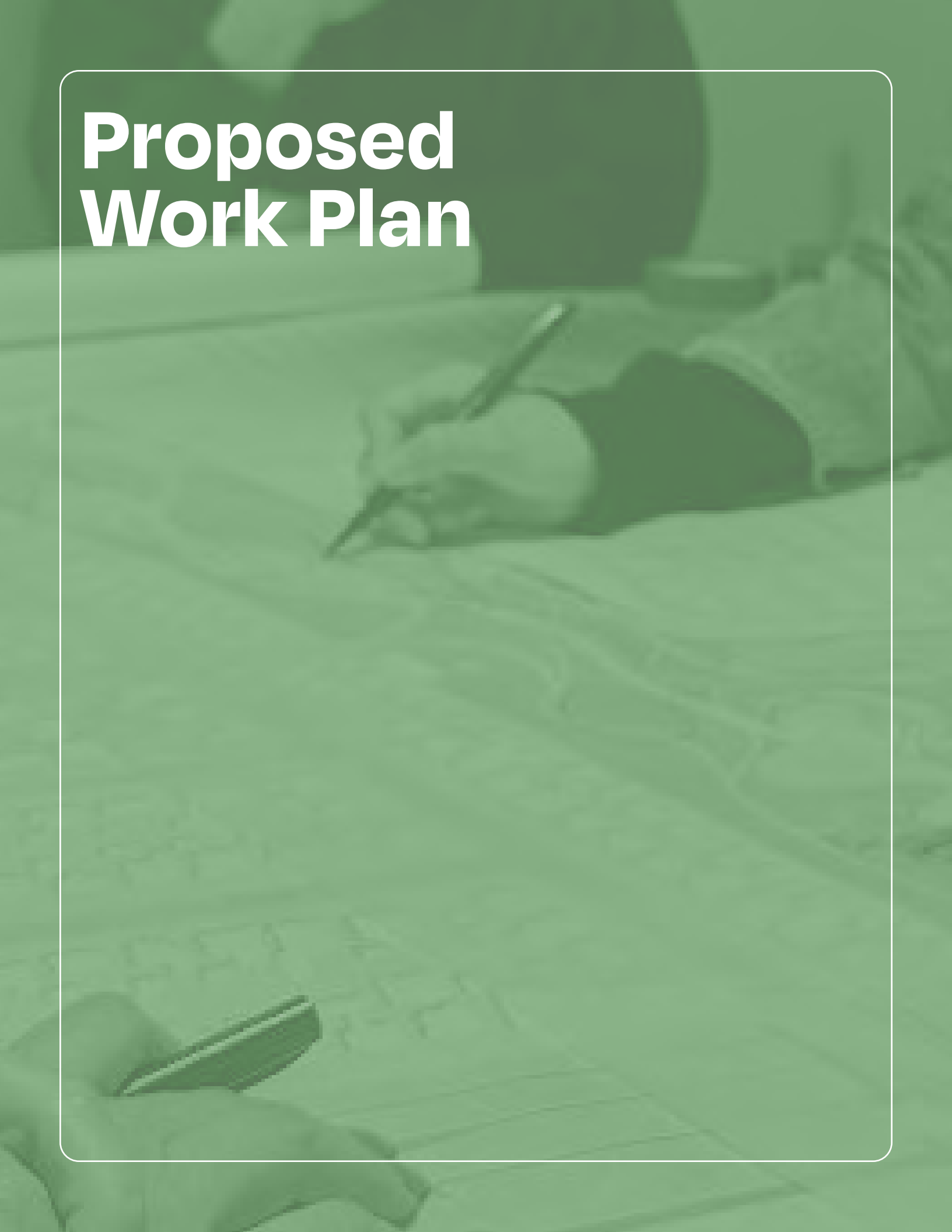
Technical Rigor from the Start

We incorporate permitting requirements, utility feasibility, lighting needs, and any other additional provisions at the beginning of the process so that adjustments do not need to be made late in PS&E. This allows the project to stay within the six-month window without sacrificing quality or clarity.

Documentation Designed for Construction

Our PS&E packages are clear, logically organized, and easy for contractors to interpret. This reduces ambiguity and positions the city for consistent, comparable bids.

Proposed Work Plan



Proposed Work Plan



The following scope outlines City Fabrick’s structured approach to delivering a clear, buildable, and efficient PS&E package for the Baroldi sycamore Park.

The following scope outlines City Fabrick’s structured approach to delivering a clear, buildable, and efficient PS&E package for the Baroldi Sycamore Park. It reflects the City’s project goals, the requirements identified in the RFP and Addendum. Each task is organized to support a streamlined design and plan check process, provide consistent communication with City staff, and ensure that all deliverables are coordinated, feasible, and ready for bidding and construction.

Below is a breakdown of the objectives, activities and deliverables associated with each project task. The proposal assumes two phases of this project:

- **Phase 1**
Includes the activities and deliverables described in Task 1, Task 2 and Task 3 below.
- **Phase 2**
Includes the activities and deliverables described in Task 4, Task 5, and Task 6.

PHASE 1

TASK 1 — PROJECT INITIATION AND SITE DISCOVERY

Objectives: Obtain a clear, shared understanding of the site and the project parameters.

Activities:

- Facilitate kickoff meetings to confirm shared goals and deliverables.
- Review all studies and background materials.
- Conduct site visit and assess utilities, surface conditions, setbacks, and potential conflicts that could affect design and permitting.
- Identify opportunities.

Deliverables:

- Site analysis summary, documentation of site constraints and opportunities, initial utility coordination notes, and base topographic map.

TASK 2 — COMMUNITY ENGAGEMENT AND CONCEPTUAL DESIGN

Objectives: Facilitate an iterative, transparent process to gather City and community feedback on which the park design will hinge.

Activities:

- Participate in up to four in-person meetings. Facilitate interactive exercises to gather stakeholders' needs and wants.
- Document and synthesize community and City feedback.
- Prepare conceptual designs.

Deliverables:

- Three initial concepts which will be merged into one final conceptual site plan. Recommendations and rough order of magnitude costs.

TASK 3 – DESIGN DEVELOPMENT

Objectives: prepare a final master plan and receive approval from necessary agencies and stakeholders.

Activities:

- Refine design layout, based on findings, budget constraints, and stakeholder's feedback. The plan will show circulation layout, access points, planting schemes, amenities, equipment, irrigation and any other required infrastructure.
- Receive plan approval by relevant AHJs.

Deliverables:

- Site plan package, EIR (optional)



PHASE 2

TASK 4 - CONSTRUCTION DOCUMENTS AND TASK 5 - PERMITTING / BIDDING

Objectives: prepare a complete and coordinated PS&E package consistent with the City's expectations and permitting requirements

Activities:

- Preparation of full PS&E drawings: layout, grading coordination, equipment, play area details, planting, irrigation, hardscape, and lighting
- Coordination with subconsultants for utilities, civil coordination, and stormwater considerations.
- Preparation of specifications compliant with City standards.
- Incorporation of City plan check comments and revisions throughout the process.
- Preparation of final, coordinated drawings and specifications for plan check and bidding.

Deliverables:

- 30%, 60%, and 100% CD drawing package and cost estimates
- 100% PS&E package and final cost estimate
- 60% CD and 100% CD specifications package
- Lighting intent sheets
- Final renderings (up to three) and imagery of the site.
- Bidding support.

TASK 6 - CONSTRUCTION OBSERVATION

Objectives: Support during construction phase so that built projects remains consistent with design intent.

Activities:

- Conduct site visits and field reports
- Weekly OAC meetings with Owner and General Contractor
- Review of RFIs, and submittals.

Deliverables:

- Field Observations and reports
- Closeout documentation



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PROPOSAL FOR COMMUNITY OUTREACH AND DESIGN SERVICES

Baroldi Sycamore Park Expansion - RFP Cost Proposal

City of Cypress Recreation & Community Services

ADDRESS

1444 EAST 4TH STREET
LONG BEACH, CA 90802

PHONE NUMBER

562.901.2128

PRIME CONTACT

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x 
BRIAN
ULASZEWSKI
PRINCIPAL & EXECUTIVE DIRECTOR



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Master Agreement

The project includes collaboration with subconsultants who will contract directly with City Fabrick, who will provide the City of Cypress a single master agreement.

Contracting, payment, and project management with the subconsultants will be the responsibility of City Fabrick with exceptions related to coordination with project elements specific to the subconsultants responsibility. The schedule and fees of

TEAM	ROLE
City Fabrick	Landscape Architecture and Project Management
KPFF	Civil Engineer, and Survey
Southwest Group	MEP
Sweeney + Associates	Irrigation Design
AWC West	Specifications



Project Scope and Schedule

The proposal assumes two phases of this project:

- **Phase 1**
includes the activities and deliverables described in Task 1, Task 2 and Task 3 below.
- **Phase 2**
includes the activities and deliverables described in Task 4, Task 5, and Task 6.

The fees and schedule provided in this RFQ response are separated into Phase 1 and 2 for clarity. This proposal is based on the estimated design schedule:

TEAM	ROLE
Task 1 - Project Initiation and Site Discovery	2 weeks
Task 2 - Community Engagement and Conceptual Design	6 weeks
Task 3 - Design Development	8 weeks
Task 4 - Construction Documents	12 weeks
Task 5 - Permitting/Bidding:	3 months est.
Task 6 - Construction Observation	12 months est.

DELIVERABLES

The design and documentation process will consist of the tasks delineated in the section above and in the main RFP response document.

PHASE 1

TASK 1 — PROJECT INITIATION AND SITE DISCOVERY

- Site visits (up to two) and field observations
- Coordination with relevant City and government agencies to secure initial planning, project, and environmental review and approvals
- Coordination of water meters, mainlines, and backflow preventer locations with electrical, structural, and civil Engineer.
- Coordination with project civil engineer on drainage intent and stormwater collection / LID strategy with respect to landscape integration.
- Survey and base map

TASK 2 — COMMUNITY ENGAGEMENT AND CONCEPTUAL DESIGN

Based on the owner approved Request for Proposal design package City Fabrick will prepare schematic design/design intent documents for all proposed hardscape and landscape areas.

- Coordination with all engineers on design intent for park features, hardscape, plant species, infrastructure, and other relevant elements.
- Coordination of design intent for surface drainage, pedestrian circulation, and adjacent traffic circulation.
- Coordination of outdoor lighting concept design with project lighting designer with respect to integration into landscape design.
- Collaboration for design intent of shade elements, built elements and pedestrian integration with landscape design and architecture.
- Project meetings with owner and consultant team: up to two (2) included.
- Engagement activities with relevant stakeholders.

Landscape Architectural Conceptual Design Drawings will include:

1. Suggested exterior hardscape material palette, colors, textures, and finishes.
2. Suggested site furnishings palette (tables, chairs, benches, bike racks, drinking fountains, bollards, trash/ash receptacles) to indicate style, color, shapes, and materials intent.
3. Suggested elements and design intent of amenity spaces.
4. Suggested plant species and plant palettes. Site paving, materials, and furnishings schedule (type, source, finish/color, quantity) and general notes.
5. 3 initial schemes to be refined into one final conceptual plan
6. Report of findings from engagement activities

Civil Conceptual Design Drawings will include:

1. Survey map
2. Evaluate Existing Utility Records
3. Develop Drainage Study and grading Strategy

TASK 3 – DESIGN DEVELOPMENT

Based on the owner-approved Schematic Design plan, prepare Design Development drawings and coordinate landscape architectural design with project consultant team.

- Refine hardscape paving layout, planting area configurations and design of hardscape elements and special features.
- Refine overall wayfinding for project.
- Select exterior hardscape materials, colors, textures, and finishes.
- Collaboration with lighting designer for design intent of pedestrian pathway, shade elements, specialty/event, and landscape lighting. (Lighting schedule, cutsheets and fixture plans shall be documented by Lighting Designer and Electrical Engineer's plans)
- Collaboration and coordination with Civil Engineer on hardscape surface drainage, and planter area drainage intent. Selection of drain covers, and design and materials in hardscape and landscape areas. (Fine grading, drainage collection, routing, and discharge for to be documented on Civil Engineer's plans).
- Collaboration and coordination with Civil Engineer and consultants for layout of
- stormwater areas.
- Collaboration and coordination with Civil Engineer for related site work, paving types and any proposed on-grade ramps, sloped walkways, walls, or stair configurations.
- Collaboration and coordination with Structural Engineer for freestanding shade elements and site walls.
- Refine layout of planters, stormwater management planters, retaining walls and planter walls in coordination with Civil and Structural Engineer.
- Coordination with Electrical Engineer for exterior power locations and types.
- Coordination with electrical and civil engineers for point of connection, controller location and power supply, water pressure, irrigation equipment requirements, valves, and weather sensors location.
- Attend bi-weekly Owner, Consultant Design Team meeting
- Provide 50% progress DD set for client review and consultant coordination.
- Provide 100% DD set for client review and approval.

Landscape Architectural Conceptual Design Drawings will include:

1. Paving, materials, site furnishing, special feature and materials legend.
2. Overall Landscape Site Plan indicating the proposed hardscape design, locations of features and planting areas.
3. Enlarged Landscape Site Plans as needed for active park areas with paving materials, colors, texture, score pattern, layout and finishes for hardscape design with keynotes, material tags and section/elevation references.
4. Landscape site sections/elevations indicating the relationship of landscape and hardscape features/planter heights (up to five (5) section/elevations) with keynotes and material selection.

5. Overall Planting Plan and legend.
6. Initiate custom hardscape and planting details.
7. Outline hardscape, planting, irrigation, and site amenity specifications.

Civil Design Development Drawings will include:

1. Site Demolition Plans
2. Grading Plans
3. Drainage Plans
4. Water and Sewer Utility Plan

PHASE 2

TASK 4 - CONSTRUCTION DOCUMENTS

Based on the owner-approved Design Development drawings prepare Construction Drawings documenting landscape architectural work to be constructed in a single drawing package. The scope is similar between the scope approaches of separate phased improves to the base park improvements and the park in total.

- Refine and finalize exterior hardscape and planter configuration, materials, pattern, heights and finishes.
- Final coordination with lighting designer and electrical engineer as it relates to integration of lighting with final landscape and hardscape design.
- Custom details, product modification information and product coordination with site furnishing vendors and fabricators as required by design.
- Final coordination on hydro-zones, plant factors, irrigation system design for trees and shrubs, locations of quick couplers and valve locations.
- Final coordination with Civil Engineer for irrigation components.
- Final coordination with civil engineer on pedestrian pavement type and detailing of stormwater planters and vehicular paving (to be documented on civil engineer's plan)
- Final coordination of exterior power locations and special features lighting refinement with Electrical Engineer.
- Final coordination with Civil and Plumbing Engineer for related site work, hardscape, surface drainage and planter area drainage intent. Selection of drain covers design and materials in hardscape and landscape areas. (Fine grading, drainage collection, routing, and discharge to be documented by others)
- Final coordination of stormwater/LID planters with Civil Engineer.
- Landscape Planting design refinement of trees, shrubs, groundcover, turf and vines specimens and sizing.
- Final coordination of tree locations and utility trenches with Civil, structural, and electrical engineers for trees located (B-permit work to be documented on civil engineer's plan).
- Attend up to three (3) Owner, Consultant Design Team meeting.

- Provide 30% progress CD set for client review and consultant coordination. Provide 60% cost estimate.
- Provide 60% progress CD set for client review and consultant coordination. Provide 60% cost estimate.
- Prepare final landscape architectural construction documents for permitting (100% PS&E).
- Prepare 60% CD and 100% CD specifications package.

Landscape Architectural Construction Document Drawings will include:

1. Paving, Materials and Site Furnishing Schedules and Notes.
2. Overall Landscape Site Plan indicating the proposed hardscape design, special features and planting areas with material selection, keynote callouts, dimensions, and section/elevation references.
3. Enlarged Landscape Site Plans, as needed, featuring detailed design of hardscape and special features, walls and planting areas with material selection, keynote callouts, dimensions, and section/detail references for active park areas.
4. Landscape Elevations / Sections with keynote callouts, materials and detail references for park.
5. Landscape Construction Details.
6. Landscape Irrigation Plan with Notes, Calculations, and Irrigation Schedule.
7. Landscape Irrigation Details.
8. Overall Landscape Planting Plan.
9. Landscape Planting Details.
10. Hardscape, irrigation, and planting specifications

Civil Construction Document Drawings will include:

1. Site Demolition Plans
2. Grading Plans
3. Drainage Plans
4. LID Plan
5. Water and Sewer Utility Plan
6. Detail Sheets
7. Technical Specifications
8. WQMP
9. Earthwork Calculations
10. Grading Sections

TASK 5 - PERMITTING / BIDDING

The Construction Drawings documents for the landscape architectural work are to be submitted to the City of Cypress for plan check and permitting.

- Coordinate any changes to hardscape layout based on City plan check comments with team and Civil Engineer, as required.
- Revise landscape/irrigation/planting plans based on City plan check comments and coordinate with respective consultants.
- Clear corrections to obtain landscape plan approval for permit.

Proposed scope and fee assume the document package will be bid and constructed by one general contractor in a single phase and single bid package, though with the potential for a multi-phase development. For the purposes of this proposal bidding



of plans is expected to occur after permitting of construction documents has been completed. If the Owner chooses to bid construction documents prior to their completion or prior to permitting, additional comments and/or corrections will need to be incorporated after the bids are received or possibly after construction contracts are signed due to agency comments and inhouse quality control reviews. This will very likely create additional coordination for involved parties, additional services to modify the contract documents, as well as the potential for change orders to the construction contract sum.

- One (1) bid cycle with Contractor.
- Provide contractor with clarification of the construction documents and design intent as requested via Request for Information (RFI).
- Attendance at one (1) meeting with Owner's selected General Contractor via teleconference for a "page turn" of construction documents and review of bid.
- Issue Construction Change Directives (CCD), Addenda and/or Bulletins with narrative, in conjunction with consultant's drawings, as applicable to landscape architectural plans, after completion of agency permitting. Note: Value Engineering is not included in scope and fee. Any recommendations for changes to design, details or material selections shall occur prior to construction documentation.

TASK 6 - CONSTRUCTION OBSERVATION

This proposal has been prepared with the understanding that the General Contractor will be responsible for the establishment and maintenance of the construction management system for this project (e.g., Procore) and will generate RFIs, submittals and documentation of construction workflow and project organization through that system. This includes processing of incoming and outgoing RFI's, shop drawings and submittals.

Landscape Architectural Construction Document Drawings will include:

1. Review shop drawings, samples, and product submittals for compliance with hardscape, irrigation and planting plans and specifications.
2. Review digital photographs of plant material, size specifications and nursery sources as provided by Landscape contractor.
3. Note: If during bidding and construction contract administration, a substitution request triggers additional drawing, detailing or coordination time on the part of the Architect; an additional service will be required
4. Requests for Information (RFI). Note: With reasonable promptness consistent with the stage of the Project, City Fabrick shall respond to contractor's requests for clarification or interpretation.

5. Attend bi-weekly OAC meetings via teleconference, when the schedule and sequence of construction pertains to the landscape architectural scope, up to a total of twelve (24) meetings. Contractor to provide Meeting Minutes and construction progress reports for electronic distribution.
6. Conduct site observation to review progress of construction and provide report(s) at stage critical to construction. Observation reports are to confirm general compliance with drawings and design intent and are not construction inspections. City Fabrick may recommend rejection of the work failing to conform to the approved documents and specifications and will note site observations /potential conflicts for Owner and General Contractor review.
7. Fourteen (14) Landscape Architecture site observation visits (at the relevant milestones).

Civil Construction Observation services will include:

1. Field Observations
2. Virtual OAC Meetings
3. Review of submittals, and shop drawings
4. RFI responses and resolution of unforeseen conditions

Fee Schedule

For the scope of work above, City Fabrick estimates a total fixed fee of \$361,200 (not including hourly estimates and reimbursable).

The proposal assumes two phases of this project:

- **Phase 1**
includes the activities and deliverables described in Task 1, Task 2 and Task 3 below.
- **Phase 2**
includes the activities and deliverables described in Task 4, Task 5, and Task 6.

The fees and schedule provided in this RFQ response are separated into Phase 1 and 2 for clarity. For the scope of work included under Phase 1, City Fabrick estimates a total fixed fee of \$195,300 (not including hourly estimates and reimbursable). For the scope of work included under Phase 2, City Fabrick estimates a total fixed fee of \$ 165,900 (not including hourly estimates and reimbursable).

The fee will be paid in monthly installments based on a percentage complete of the Tasks 1-5 on a fixed fee basis. Task 6 will be completed on an hourly basis, based on the fee schedule below.

TASK 1 - PROJECT INITIATION AND SITE DISCOVERY		
City Fabrick	Landscape	24,000
KPFF	Civil & Survey	13,000
Sweeney + Associates	Mechanical, Electrical, Plumbing	5,000
SUBTOTAL		42,000
TASK 2 - COMMUNITY ENGAGEMENT AND CONCEPTUAL DESIGN		
City Fabrick	Landscape & Planning	43,600
KPFF	Civil	10,000
Sweeney + Associates	Mechanical, Electrical, Plumbing	5,000
SUBTOTAL		58,600
TASK 3 - DESIGN DEVELOPMENT		
City Fabrick	Landscape	65,700
KPFF	Civil	20,000
Sweeney + Associates	Mechanical, Electrical, Plumbing	9,000
SUBTOTAL		94,700
PHASE 1 - SUBTOTAL: 195,300		
TASK 4 - CONSTRUCTION DOCUMENTS		
City Fabrick	Landscape	98,400
KPFF	Civil	25,000
Southwest Group	Mechanical, Electrical, Plumbing	18,000
AWC	Specifications	12,000
SUBTOTAL		153,400
TASK 5 - PERMITTING & BIDDING		
City Fabrick	Landscape	4,500
KPFF	Civil	5,000
Southwest Group	Mechanical, Electrical, Plumbing	3,000
SUBTOTAL		12,500
PHASE 2 - SUBTOTAL: 165,900		
TASK 6 - CONSTRUCTION SUPPORT (ESTIMATE HOURLY)		
City Fabrick	Landscape	129,000
KPFF	Civil	12,000
Southwest Group	Mechanical, Electrical,	6,000
SUBTOTAL		147,000

Hourly Rates

Below are City Fabrick's Hourly Rates:

TASK 1 - PROJECT INITIATION AND SITE DISCOVERY	
Principal	215.00
Director	195.00
Project Architect/Landscape Architect	175.00
Senior Designer	155.00
Designer II	135.00
Designer I	115.00
Intern	95.00

REIMBURSABLES

Reimbursable expenses are estimated at a total of \$5,000 not-to-exceed.

ASSUMPTIONS

- The client will provide digital copies of all relevant plans and design documentation, including a survey of the existing park site conditions.
- Additional services beyond those described above may be performed at the client's written request; such work could require a change in service agreement.
- Attendance at Parks and Recreation Commission, Site Plan Review Committee, City Council, and community meetings/presentations are associated with the Design Review and Engagement components.
- Securing CEQA environmental review and clearances. Assumed to be Categorical Exemption or Negative Declaration.
- Surveying, measuring, or drawing the as-built conditions of the site and buildings will be included upon completion.
- Work is to be completed within three years of execution of the agreement; work beyond this date could require additional service.

EXCLUSIONS

Exclusions and additional services include but are not limited to the items listed below. Refer to scope for included services.

- Off-site architectural site plans.
- Engineering of soil/drainage or performance of infiltration/filtration planters and drainage basins.
- Documentation of work within the public Right-of-way (Design work to be shown on Civil Engineer's plan.)
- Water feature design, equipment specification, hydraulic and mechanical/electrical engineering, power requirements, lighting, plumbing, operation and permitting. Shop drawing or construction drawings of fountain/water features/pools.
- Landscape and hardscape design associated with additional project site work beyond scope of work area.
- LEED project analysis, documentation, or evaluation.
- Outdoor furniture procurement.
- Design or selection of public Art.
- Detailing or design of outdoor security or sound systems.
- Significant revisions to the design or expansion of the project scope could necessitate a change in services.
- Any changes after sign-off, including revisions to final documents completed, shall be considered additional services, and will be charged on an hourly basis.



CF city
fabrick

PROPOSAL

To Provide Professional Landscape Architectural Design Services for

CITY OF CYPRESS COMMUNITY OUTREACH AND DESIGN FOR EXPANSION OF BAROLDI SYCAMORE PARK



February 20, 2026



February 20, 2026

Jeff Draper
Recreation and Community
Services Director
City of Cypress
5700 Orange Avenue
Cypress, CA 90630

**RE: PROPOSAL TO PROVIDE PROFESSIONAL LANDSCAPE
ARCHITECTURE DESIGN SERVICES FOR COMMUNITY
OUTREACH AND DESIGN FOR THE EXPANSION OF BAROLDI
SYCAMORE PARK**

Dear Mr. Draper,

Get ready to level up! The expansion of Baroldi Sycamore Park is more than just a growth spurt—it's a unique opportunity to introduce new programming opportunities and fresh activities and vibrant spaces designed to spark joy and pride throughout the City of Cypress. DVDCreative is an award-winning design studio and we thrive on transforming visions into reality, and we are incredibly eager to partner with you to deliver this outstanding expansion to the residents of Cypress.

Our firm's focus is delivering outstanding park facilities with practical yet innovative design solutions that champion health and well-being. Since our founding in 1997, we've focused on public works projects, collecting over 50 prestigious design awards from industry associations including CPRS, APWA, SCMAF, and ASLA. We craft durable, maintainable, and practical solutions that don't just meet expectations—they shatter them.

We've assembled our A-Team for Baroldi Sycamore Park Expansion:

- **DOKKEN ENGINEERING:** Our trusted Civil Engineers, handling Survey, Environmental, and Civil Engineering needs.
- **VELA:** Our brilliant Electrical Engineers, powering the park with expert electrical design. The staff at Vela have been integral on over one-hundred DVDC projects.

We understand the importance and opportunity is the expansion will bring the Cypress community. Our goal isn't just to deliver an "awesome" facility—it's to elevate the daily lives and well-being of every resident. We've reviewed the RFP and are primed to deliver solutions that aligns perfectly with your desired program outcomes.

As you review our credentials, we invite you to consider the unique, proven, and spirited benefits of the DVDC team.

EXPERIENCE ON SIMILAR PROJECTS

DVDC has been commissioned to design and bring to life hundreds of park projects, spanning all sizes and scopes. Our recent triumphs include:

- Rick Gomez Park and Whitaker School Park (Buena Park): APWA and CPRS award winners, and the first new parks in the city in over thirty years! The park's program was refined through community engagement and features shaded play areas, picnic areas, and a variety of fitness equipment.
- Wolfson Park Expansion (Rancho Mirage): APWA award recipient features a regional trail head, a braille trail developed in partnership with the Braille Institute, a cactus and garden, walking paths, and a new parking lot.
- Fremont Park (Glendale): After a decade of careful planning and community engagement, we reopened a completely modernized



community hub, boasting new tennis/pickleball courts, basketball courts, fitness equipment, a massive playground, a splash pad, synthetic soccer fields, and a new community center.

QUALIFICATIONS OF THE DESIGN TEAM

The DVDC team, anchored by our core of creative Landscape Architects, has successfully delivered Southern California's finest park facilities. This work has led to numerous design awards and industry accolades. Our process is founded in a robust community engagement, creative design, and a mastery of interdisciplinary coordination. Our consultants aren't just partners; they're an extension of our passionate team, committed to excellent service.

PROJECT DELIVERY: STREAMLINED & SHARP

We utilize cutting-edge software like AutoCAD, LandFX, and Bluebeam to keep things humming. Our key to efficiency? Virtual "page-turns" that streamline information sharing, drastically reducing turnaround times, engaging every team member, and assigning action items with crystal clarity.

RESPONSE TO THE PROJECT CHALLENGES

Park planning is more than our job—it's our absolute passion. The design expertise required for this innovative program is perfectly matched by the dynamic offerings in this proposal. We promise outstanding, enthusiastic service on this important commission.

My team and I genuinely look forward to working hand-in-hand with you and your staff to deliver this exciting new park to your community!

With thanks and appreciation,

A handwritten signature in black ink, appearing to read 'Eric Sterling'.

Eric Sterling, PLA # 5463

Firm Qualifications

Firm Profile	4
Project Experience & References	5

Project Team

Organizational Chart	6
Resumes	7
Subconsultants	x

Work Plan

Understanding & Approach	x
Sustainability	x
Community Outreach	x
Scope of Services	x
Project Schedule	x
Quality Control	x

Appendix

Certifications
Letters of Recommendation

Fee Proposal (Separate)

Fee Proposal
Hourly Rate Schedule



FIRM PROFILE

DVDCreative (DVDC) is committed to the creative design of outstanding public spaces. We specialize in the development of landscapes, parks, sports fields, and streetscapes tailored to meet the unique needs of their communities. Whether we're creating natural spaces for quiet respite or active environments for recreation and athletics, we strive to draw inspiration from each site's inherent potential.

For every commission, our focus is on enhancing the usability and character of the space—always within environmentally sound parameters. Our designs aim to maximize both functionality and beauty, resulting in lasting community value.

We serve public agency clients with a full spectrum of services including site planning, budgeting, and preparation of construction documents. Our work is evident across Southern California, with award-winning public spaces delivered throughout the state.

We remain attentive to changes in the construction industry—especially around pricing. By actively tracking and analyzing market trends during the estimating and bidding phases, we help ensure projects remain on budget.

As a **LEED-accredited and QSD-certified firm**, we take our role in environmental stewardship seriously. DVDC designs with sustainability and long-term maintainability in mind, helping communities maximize public investment and enjoy spaces that endure.

Above all, our team is easy to work with—creative, responsive, and deeply experienced. We live by our mission to “create community” through our designs, and we’re proud to be a trusted, proactive partner to city staff and stakeholders.



PLANNING & DESIGNING

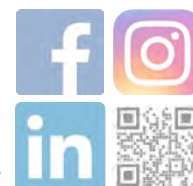


Demonstration gardens, mitigation & restoration
Nature parks, interpretive gardens & wilderness camps
Streetscape development & redevelopment
Community, Neighborhood & mini-parks
Facility master plans & feasibility studies
School fields & campus planning
Irrigation renovation & redesign
Design guidelines & standards
Sports parks & stadiums
Grant applications

Founded in 1997
27 years in business
S-Corporation-CA
Never filed for bankruptcy
Wholly-owned Business
17 employees
Gary Vasquez PLA #3883
Eric Sterling PLA #5463
Luis Pedraza PLA #6782
Shaun Johnson PLA #6413
Clayton Franklin PLA #6909
LEED Accredited
SBI

Contact:
Eric Sterling, President, PLA,
714-641-1300
esterling@dvdcreative.com

Contracts:
Jamie Graham, Secretary
contracts@dvdcreative.com



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Follow us on Instagram!
@dvd.creative

www.dvdcreative.com





FREMONT PARK

CITY OF GLENDALE

The revitalization of Fremont Park will be a great improvement for the citizens of Glendale. It has a special character and being the oldest park in the city, an important historical context; it provides a wonderful greenspace and needed recreational opportunities for the residents who live just north of downtown Glendale. This community, through several outreach meetings, provided DVDC park planners with insights related to the park's use and the current needs for recreation. The slate of improvements we planned will be enjoyed by all: new synthetic turf soccer fields, community center, play spaces, picnic grounds and ball courts. New lighting, easy access, and a full perimeter drive path will ensure better security. New parking, new maintenance facilities and a refurbished home for the model railroad club will improve this community focal point.

This busy facility includes an active tennis community with regularly scheduled lessons, tournaments, and play days. There is also a great contingent of drop-in regulars that frequent these courts. An update of the facility was needed, access, lighting and new fencing, and net stations were installed based upon DVDC renovation plans. The courts were sawcut, patched and resurfaced to accommodate this facility-wide makeover.

Client: City of Glendale
Reference: Joseph Gonzalez
Park Planner
818.550.4415
jogonzalez@glendaleca.gov

Other DVDC Projects in
the City of Glendale:

- Pacific Park
- Maryland Park
- Cerritos Park

Acreage: 8
Start Date: March 2015
Date of completion: October 2025
Cost of Design: \$1.1 million



WHITAKER ELEMENTARY PARK

CITY OF BUENA PARK

There are no parks nor any available parklands in this section of Buena Park. An initial opportunity to provide some dedicated park facilities at Whitaker School has blossomed into a full of fledged "new" park across three acres of school yard. Through a series of community outreach workshops a plan has emerged with several exciting and unique elements. In addition to normal park amenities, shaded picnic spaces, play lots restrooms, a jog path and nice open spaces, there will be a STEM themed hardscape plaza, unique geometric ground patterns and other creative play spaces. The basketball court surface will be painted for fraction ball, a math-based ball game. The running/walking track will have distance markers. The universal accessible play lot is envisioned to have fun, exciting, and challenging elements for all ages. This fully lighted park will host sports activities, family gatherings, and a myriad of recreation opportunities in this under served part of the city. As the property is to be shared with Whitaker Elementary School, a unique agreement between the City and the School District will allow for this great joint use community facility.

Client: City of Buena Park
Reference: Jim Box
 Community Services Director
 714.890.4847
jbox@buenapark.com

Other DVDC Projects in
the City of Buena Park:

- Rick Gomez Park
- Thelma Community Gardens

Start Date: June 2019
Date of completion: August 2024
Cost of Design: \$331,911



PARQUE DEL ARROYO VERDE

CITY OF PLACENTIA

This design reimagines the park as an immersive, dynamic outdoor environment centered around play, exploration, and community connection, anchored by an entirely re-envisioned playground experience.

At the heart of the project is a new adventure-driven play environment featuring zip lines that introduce movement, speed, and excitement, alongside sculptural boulder elements that invite climbing, discovery, and physical challenge. These features are carefully integrated to support active play, build confidence, and encourage social interaction for children of all ages, while also creating engaging destinations for families and caregivers. The broader landscape design enhances circulation, visibility, and comfort, weaving together shaded gathering areas, intuitive pathways, and flexible open spaces that support both everyday use and community events.

Through thoughtful design and layered programming, the renewed Parque Del Arroyo Verde is envisioned as a vibrant community hub that celebrates outdoor recreation, sparks imagination, and strengthens neighborhood identity—creating a destination that is equally inspiring, inclusive, and enduring.

Client: City of Placentia
Reference: Raquel Garcia
 Associate Civil Engineer
 714.993.8128
ragarcia@placentia.org

Start Date: June 2019
Date of completion: March 2024
Cost of Design: \$138,700



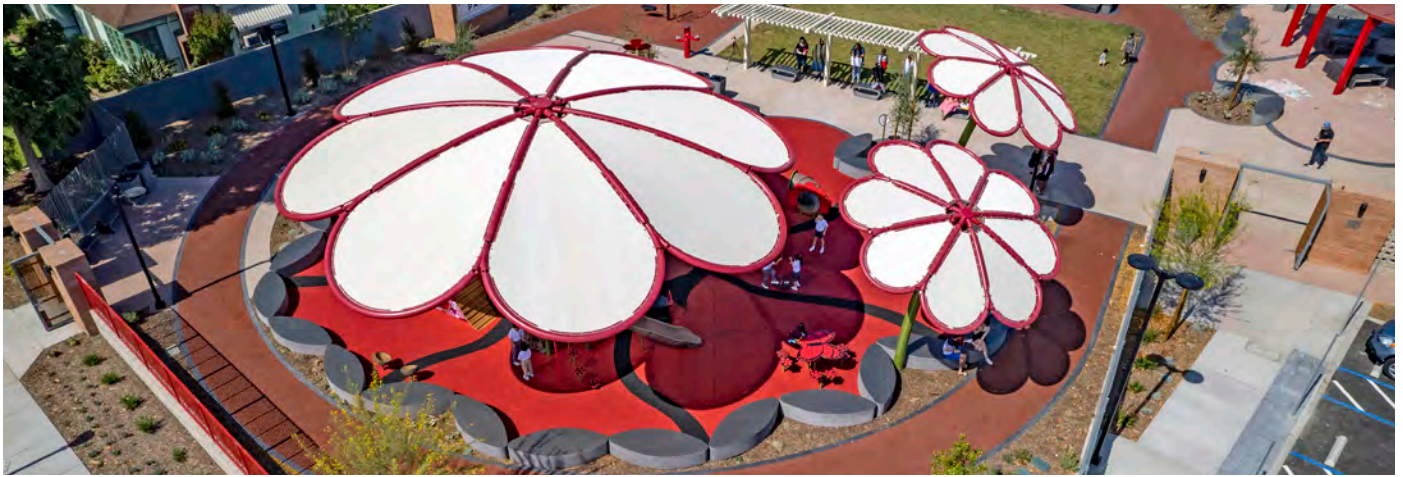
WOLFSON PARK RENOVATION

CITY OF RANCHO MIRAGE

Wolfson Park, located in the City of Rancho Mirage was originally built in the 1980's and features an interactive audio recording hosted by Frank Sinatra. Having successfully delivered the Rancho Mirage City Hall turf removal and landscape renovation project, The DVDCreative team was selected for the Wolfson Park Expansion project, working hand-in-hand with the city to deliver a design that meets the communities' expectations. The overall design needed to fit within the parks' existing Victorian style while accommodating new program features. Key goals and upgrades include the addition of a CV Link trail head and parking lot as well as the removal of turf and addition of new desert friendly water-efficient landscape. Proposed planting areas expand on the parks existing program to showcase desert appropriate landscape and include identification signage. Upgrades also include ADA upgrades, new picnic areas and seating, new dark sky friendly lighting, a new park monument sign, and an art pedestal which will feature sculpture created by a local artist. The DVDC team also worked with the Braille Institute to develop and refine the parks Braille signage program. The project is an ongoing multi-phase transformation with a goal to reduce the parks overall water usage, maintenance, and environmental impact.

Client: City of Rancho Mirage
 Reference: Charles Nesbit
 Project Manager
 760.343.0561 ex.523
charlesn@ranchomirageca.gov

Acreage: 1.3
 Start Date: April 2021
 Date of completion: May 2023
 Cost of Design: \$118,939



PRIMROSE PARK

CITY OF TEMPLE CITY

Primrose Park is envisioned as a new recreational community park for this central section of the city. This park will be the first park installed within the city in over 50 years and was granted funded by Proposition 68. The vision of this new park is a vibrant activity space that would include: a playground, community space for fitness and wellness activities, a walking exercise loop, and new parking lot. The park is enclosed by a boundary fence utilizing decorative metal fence types of pickets within the site and along the alley with screening panels along Primrose Avenue. Just over the fence within the park will be a landscape buffer of planting with an art piece on a pedestal with lighting as a focal point at the corner between the park and parking lot to lead the eye into the site. A walking exercise loop with rubber surfacing and wayfinding lighting will encircle the whole park with two entries, a main gateway at the center of the site and a secondary gateway along Primrose Avenue, both to be locked at dusk. The play equipment layout has dedicated areas suited for 2-to-5-year old's and 5-to-12-year old's which also incorporates a custom flower shaped shade structure within the main piece of equipment. The playground with the theme and layout inspired by flowers taking elements of the park's namesake Primroses and Camelias as depicted within the City Seal and logo, also taking elements of the color palette to be used throughout the park.

Client: City of Temple City
 Reference: Adam Matsumoto
 Director of Parks & Recreation
 626.285.2171 ex. 4505
 amatsumoto@templecity.us

Acreage: 1
 Start Date: June 2018
 Date of completion: February 2022
 Cost of Design: \$195,279

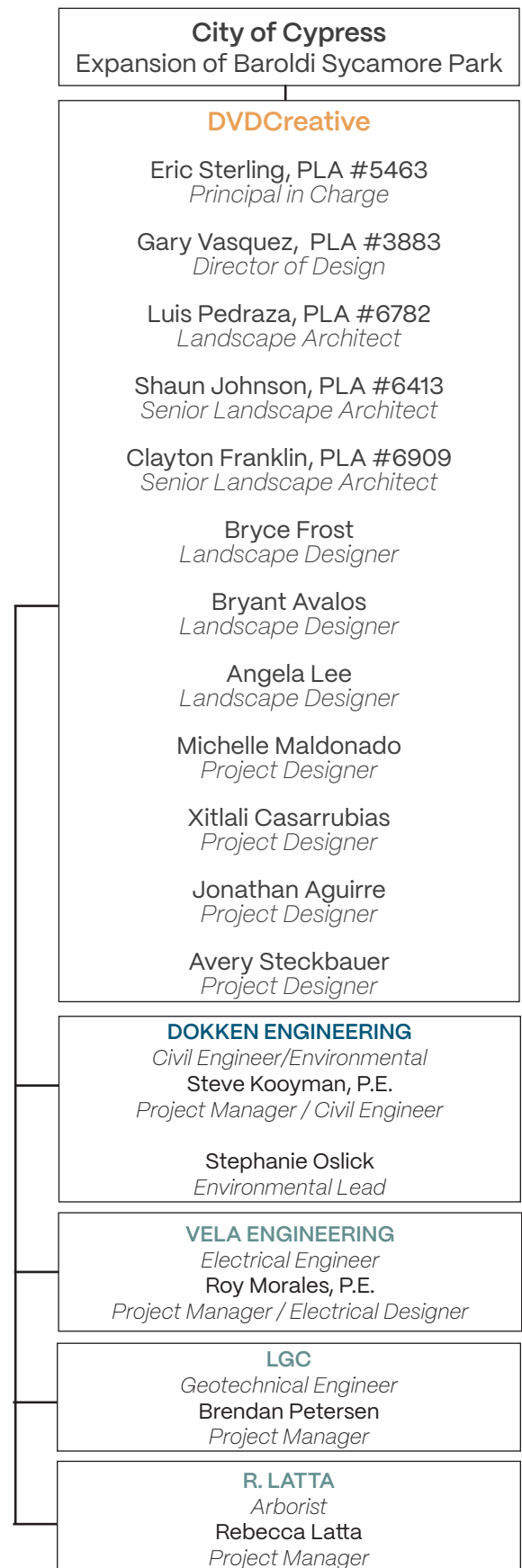
ORGANIZATIONAL CHART

Our creative designers have the background and expertise to deliver outstanding landscape architecture services for your city's project. The DVDC key team members are experienced and talented professionals and they will be supported by a team of licensed landscape architects, several very capable designers, sub consultants, and support staff.

Our design approach, from design development through construction document development, includes strong quality control techniques as well as several quality control measures. For example, our team will have a senior staff landscape architect assigned to specifically provide quality control oversight. This experience landscape architect will be involved in regular in-house design review of project drawings, specifications and budget estimate. He will provide input, and advice to the project administrator. This effort, together with our other quality control measures, will focus on providing the city with a design which is accurate and constructable.

Delivering projects within our client's expectations, budgets and time frame is our top priority. We will establish milestones for deliverables and set precise schedules for meetings and reviews. Our senior management will review all submittals prior to issuance. We will provide recommendations based upon experience and expertise for the betterment of any project assigned to DVDC. These same senior DVDC professionals will remain the primary contact for the City throughout the project.

DVDCreative looks forward to a long relationship with your city. We are committed to delivering high quality services, designs, reports, documents, and support to the city



ERIC STERLING, PLA

PRINCIPAL-IN-CHARGE



As Principal-in-Charge at DVDC, Eric Sterling brings more than 27 years of experience as a landscape architect, with a portfolio that includes public parks, streetscapes, school campuses, and citywide design guidelines. His work includes numerous award-winning projects

for Disney parks and reflects a keen attention to detail, particularly in playground design where he emphasizes ADA accessibility, durable materials, and modern construction practices. Eric leads the design development process from concept through construction documentation, ensuring quality control, budget and schedule adherence, and strong coordination across all disciplines. He is a skilled communicator who works closely with clients, architects, engineers, and design teams to deliver thoughtful, timely, and cohesive results. His involvement spans technical guidance, mentorship, construction oversight, plan check review, and contractor coordination—ensuring the final built environment reflects the original design intent. Eric's leadership and hands-on approach continue to be integral to the success of our work and the standards we uphold at DVDC.

EDUCATION

BS, Landscape Architecture – California State Polytechnic University, Pomona

LICENSURE

Landscape Architect, California #5463

YEARS OF EXPERIENCE 30 years

RECENT PROJECT EXPERIENCE

Whitaker Park, City of Buena Park
Arovista Park, City of Brea
Pickleball Courts @ Mike Ward Park, City of Irvine
Mas Fukai Park, City of Gardena

GARY VASQUEZ, PLA

DIRECTOR OF DESIGN



With over 30 years of experience, Mr. Vasquez is an award-winning senior design leader known for delivering innovative, multi-faceted projects across California. As a key member of the DVDC team, he brings creative design solutions to every challenge, consistently

contributing to some of our most successful and highly acclaimed park projects. Mr. Vasquez's ability to translate public input into thoughtful design is a cornerstone of his work—he plays a central role in DVDC's community outreach efforts, ensuring that local voices are meaningfully reflected in every master plan. His deep expertise spans concept development, project planning, construction detailing, planting, and irrigation design, all of which come together in projects that are both visually compelling and technically sound. His talent, leadership, and commitment to community-focused design continue to make him an essential part of DVDC's success.

EDUCATION

MLA, Landscape Architecture – California State Polytechnic University, Pomona
BS, Ornamental Horticulture – California State Polytechnic University, San Luis Obispo

LICENSURE

Landscape Architect, California #3883

YEARS OF EXPERIENCE 36 years

RECENT PROJECT EXPERIENCE

Larry Moore Park, City of Paso Robles
Fremont Park, City of Glendale
Circle Park, City of South Gate
Barnes Park, City of Baldwin Park

CLAYTON FRANKLIN, PLA

SENIOR LANDSCAPE ARCHITECT



With over 17 years of professional experience, Clayton is a seasoned landscape architect known for blending artistic vision with practical execution. His career spans all phases of the design process—from Concept Design and Schematic Design to Design

Development and Construction Documentation—demonstrating a commitment to holistic, detail-oriented project delivery. Clayton most recently spent nearly five years on contract with Walt Disney Imagineering, where he played a key role in major projects at globally renowned destinations including the Disney Anaheim Resort, Walt Disney World, Disneyland Paris, and Tokyo Disneyland. These experiences deepened his expertise in immersive thematic design and placemaking, as well as his ability to create outdoor spaces that captivate, inspire, and endure. Clayton's skillset encompasses hand drawing, advanced detail drafting, constructability methodologies, planting and irrigation design, complemented by his strong creative problem-solving skills. He is also valued for his thoughtful communication and collaborative spirit, consistently ensures the seamless realization of design concepts into functional, imaginative landscapes.

EDUCATION

BS, Landscape Architecture – Arizona State University, Tempe

LICENSURE

Landscape Architect, California #6909

YEARS OF EXPERIENCE 17 years

RECENT PROJECT EXPERIENCE

Paradise Park, City of Torrance
Dog Park Feasibility Study, City of Walnut
Highway 111 Landscape, City of Indian Wells
Fred Waring Drive Beautification, City of Indian Wells
Skate Park, City of Costa Mesa

SHAUN JOHNSON, PLA

SENIOR LANDSCAPE ARCHITECT



Shaun is a seasoned design professional with over 17 years of experience transforming imaginative concepts into immersive built environments. His career has spanned a wide range of projects, from intricately themed entertainment

destinations and world-class resort properties and large-scale immersive parks, each shaped by a commitment to innovation, collaboration, and environmental stewardship.

With a deep-rooted passion for themed design, Shaun brings a unique blend of creativity and technical acumen to every project. He thrives in cross-disciplinary teams where storytelling, architecture, landscape, and guest experience converge. His background enables him to navigate the complexities of planning and delivering highly detailed projects that captivate guests while remaining operationally and environmentally sustainable. Shaun leverages advanced technologies to drive both creative exploration and technical precision throughout all phases of design and construction. His fluency in these tools has established new workflows and standards, enhancing design clarity and interdisciplinary coordination.

EDUCATION

BS, Landscape Architecture – California State Polytechnic University, Pomona

LICENSURE

Landscape Architect, California #6413

YEARS OF EXPERIENCE 17 years

RECENT PROJECT EXPERIENCE

Fremont Park, City of Glendale
Larry Moore Park, City of Paso Robles
Pickleball courts @ Mike Ward, City of Irvine
Central Block Park, City of Glendale

LUIS PEDRAZA, PLA

LANDSCAPE ARCHITECT



Luis Pedraza Cardozo is a creative and detail-oriented landscape architect with a strong foundation in both design and visual communication. With over a decade of experience, Luis brings a refined graphic sensibility to every project, seamlessly blending

conceptual vision with technical precision. His work spans a variety of public projects, where he has contributed to park planning, urban open spaces, and community-driven landscapes. Luis is particularly skilled at developing compelling visual narratives through illustrative renderings and diagrams that communicate design intent with clarity and impact. He is passionate about creating equitable, inclusive spaces—often focusing on under-resourced communities—and brings a thoughtful, collaborative approach to every phase of the design process.

EDUCATION

BS, Landscape Architecture – California State Polytechnic University, Pomona

LICENSURE

Landscape Architect, California #6782

YEARS OF EXPERIENCE 10 years

RECENT PROJECT EXPERIENCE

Mills Park, City of Carson
Barnes Park, City of Baldwin Park
Circle Park, City of South Gate
Downtown Dog Park, City of Cathedral City

BRYANT AVALOS

STUDIO DIRECTOR



Bryant Avalos serves as Studio Manager at DVDCreative, overseeing nearly all projects within the studio and leading a talented team of landscape designers. With extensive experience in design development, construction documentation, and

irrigation design, Bryant brings a sharp eye for detail and a strong passion for creating beautiful, functional outdoor spaces. He plays a critical role in guiding projects from concept through completion, working closely with clients to translate their visions into compelling, practical designs. Proficient in the latest design software and visualization techniques, Bryant ensures that plans are precise and clearly communicate design intent. His technical expertise shines in preparing thorough construction documents and irrigation plans that promote environmental responsibility and water efficiency. By seamlessly blending artistic creativity with technical rigor, Bryant's leadership is essential to maintaining the firm's commitment to quality, sustainability, and functionality across every project.

EDUCATION

BS, Landscape Architecture and Environmental Planning, Utah State University

YEARS OF EXPERIENCE 13 years

RECENT PROJECT EXPERIENCE

Arovista Park, City of Brea
Brookhurst Park Splash Pad, City of Anaheim
Woodbury Park, City of Garden Grove
Sanitago Park, City of Santa Ana

MICHELLE MALDONADO

PROJECT DESIGNER



Michelle brings a solid design background complemented by proficiency in AutoCAD and SketchUp, along with a strong attention to detail and a collaborative spirit. Her detail-oriented approach ensures accuracy and quality in every aspect of her

work, making her well-equipped to support the design and planning of diverse landscape projects, conduct thorough research, gather essential data, and assist in preparing cost estimates and project schedules. Her strong communication skills enhance her effectiveness in client meetings and presentations, while her sense of responsibility and eagerness to learn make her a motivated and valuable contributor to the team's ongoing growth and success.

EDUCATION

BS, Landscape Architecture – University of California, Berkeley

YEARS OF EXPERIENCE 3 years

RECENT PROJECT EXPERIENCE

Arovista Park, City of Brea
 Brookhurst Park Splash Pad, City of Anaheim
 Portola Park Splash Pad, City of Santa Ana
 Hertiage Park, City of Diamond Bar

XITLALI CASARRUBIAS

PROJECT DESIGNER



Xitlali brings a strong focus on community engagement and a commitment to creating versatile designs that serve a wide range of needs. By actively involving the community to understand their goals and priorities, she strives to develop meaningful,

valuable spaces that truly resonate with users. Her motivated, team-oriented approach ensures she contributes positively to any project, fostering collaboration and success. With a keen ability to balance the technical and creative aspects of landscape architecture, she offers a unique perspective that enriches both the design process and the final outcomes. Her dedication and insight make her a valuable asset to the DVDCreative studio, strengthening the team's ability to deliver thoughtful, community-centered projects that stand out in both function and impact.

EDUCATION

BS, Landscape Architecture – University of California, Berkeley

YEARS OF EXPERIENCE 3 years

RECENT PROJECT EXPERIENCE

Mountain View Pickleball Courts, City of Escondido
 Ana Montenegro Park, City of Baldwin Park
 Norwalk Park, City of Norwalk
 Downtown Dog Park, City of Cathedral City



EDUCATION

1991, BS Civil Engineering, California State University, Chico

REGISTRATION

1996, CA Professional Civil Engineer, #C55757

1997, NV Professional Civil Engineer, #C13015

Pavement Inspector Certification

EXPERIENCE

33 Years (1 w/Dokken)

AREAS OF EXPERTISE

- Project Management
- Contract Administration
- Municipal Engineering
- PS&E Development
- Environmental
- Permitting
- Roadway Design
- Site Design
- Park Design
- Water/Sewer Design
- Drainage Design
- ADA Accessibility
- Pavement Rehabilitation
- Utility Coordination
- Complete Streets
- Construction Support

STEVE KOOYMAN, PE PROJECT MANAGER

Mr. Steve Kooyman is a Registered Civil Engineer with 33 years of experience, primarily serving jurisdictions in Northern and Southern California. His roles have included Public Works Director/City Engineer, Project Manager, Construction Manager, Supervising Civil Design Engineer, and Quality Control Engineer. He has helped numerous cities deliver public works Capital Improvement Program projects across various phases, including Planning, Environmental, Right-of-Way, Design, Bid, and Construction. His expertise spans water, sewer, storm drain, streets, PCC ADA, sidewalk, facilities, parks, bike trails, highway interchange, erosion control, and stream restoration projects. Steve also has extensive experience in development projects, Caltrans/City Cooperative Agreement coordination, and utility coordination. His deep knowledge of engineering policies, codes, and standards makes him a valuable resource for engineers, architects, contractors, and public agencies.

EXPERIENCE

Arovista Park Modernization Project, Brea, CA | Project Manager. Assisted the City with managing this high priority park project for Brea from preliminary engineering to bid and award, with assistance into construction. The project design included new accessible playground equipment and surfacing, mass grading, retaining and sound walls, PCC walkways and curbs, new restroom, new drainage treatment facilities, new ball fields and amenities, amphitheater, all new utilities, ADA ramps, new lighting, EV charging stations, and miscellaneous park improvements within the Phase 1, 5-acre area.

SR 57 & Lambert Road Interchange Improvements, Brea, CA | Project Manager. Managed this \$98M Interchange Improvement project in coordination with the City of Brea and Caltrans District 12 via cooperative agreement. He managed the extensive public and stakeholder outreach, agency coordination, right-of-way acquisition, CEQA/NEPA development and processing, mitigation measures, schedule, budget with various State/Fed grant and local funding, PA/ED, PS&E, and Construction. The project took over 10 years to complete from preliminary engineering, right-of-way, environmental/permits, PS&E to final construction with landscape phase into the two-year plant establishment stage.

South Brea Water, Sewer and Street Improvements, Brea, CA | Project Manager. Managed this extensive rehabilitation project for the City of Brea, which replaced 14,850 LF 8" C-900 water mains and appurtenances, 1,794 LF of 6-8" VCP sewer mains, 28 ADA ramps and misc. curb and gutter work, 2,800 SF of AC R&R, 174,00 SF AC grinding, 1,850 TN's ARHM overlay with traffic control, and erosion control measures within various streets in the South Brea subdivision area.

Traffic Signal Modification Improvements, Brea, CA | Project Manager. Managed this signal modification project from design to construction for the City, which replaced several signals at three intersections and included new curb and gutter, sidewalk, ADA ramps, and all new signal equipment.

Jack Hammett Sports Complex Parking Lot & ADA Upgrades, Costa Mesa, CA | Project Manager. Assisted the City with plans and specifications review and final Contract Document development for this project that included parking lot improvements, drainage, lighting and electrical, landscaping, irrigation, architectural features, fences, curb and gutter, walkways and sidewalks, ADA ramps, and miscellaneous park improvements.

Lagos De Moreno Park Improvements, Brea, CA | City Engineer/Project Manager. Managed this high priority park project for Brea in coordination with the School District and State Architects office from preliminary engineering to construction. The project design included new accessible playground equipment and surfacing, mass grading, retaining walls, PCC walkways and curbs, new restroom, new drainage treatment facilities, all new utilities, ADA ramps, parking lot updates, new lighting, and miscellaneous park improvements within the 1-acre park area.



EDUCATION

2011, BS Civil Engineering
Northeastern University

REGISTRATION

California Professional Civil
Engineer, #C87068

EXPERIENCE

15 Years (All w/Dokken)

AREAS OF EXPERTISE

- Roadway Design
- Site Design
- Water/Sewer Design
- ADA Accessibility
- Pavement Rehabilitation
- Utility Relocations
- Complete Streets

CRAIG PEKUNECE, PE LEAD DESIGNER

Mr. Craig Pekunece is a senior engineer with 15 years of experience in various aspects of roadway, parks, drainage, utilities, bike trails, and highway design in accordance with City, County, Caltrans, and American Association of State Highway Transportation Officials (AASHTO) standards. His duties have included geometric, storm drain, parking lot, parks, and utility design to aid in the preparation of Plans, Specifications, and Estimate (PS&E) packages. Mr. Pekunece also has experience in the preparation of drainage studies.

EXPERIENCE

Otay Ranch Village 8, Lot T Neighborhood Park, Chula Vista, CA | Project Engineer responsible for the civil design services of the 5.46-acre Homeowners Association (HOA) park. Park elements include a new parking lot, multiuse trails, pickleball courts, a basketball court, tot lot, Bocce Ball Courts, new comfort station, and non-programmed multipurpose fields. Professional services include site analysis, master planning, grading, horizontal control, utility coordination, construction document preparation, and construction phase services.

Santee Lake Storm Drain, Santee, CA | Project Engineer responsible for the plans, specifications, and estimate for the replacement of a double barrel 72-inch diameter reinforced concrete pipe (RCP) with a single 12-ft x 5-ft reinforced concrete box (RCB). The project site is located south of Mast Boulevard within the Santee Lakes Recreational Preserve. The culvert follows the same alignment as the existing storm drain line and outfalls into Sycamore Creek, which eventually discharges to the San Diego River.

Mast Park Improvements, Santee, CA | Design Engineer assisted with the Preliminary Engineering, Environmental Analysis and Documentation, and Final Design for the project. The project redeveloped and enhanced the existing 30-acre public park. Project features included a new, prefabricated restroom facility, prefabricated disc golf concession building, disc golf course, an extended paved parking lot that would accommodate an additional 41 parking spaces for a total of 70 parking spaces, new play structures, shade structures, park benches, picnic tables, informative signage, basketball court, and fencing. The existing paved meandering trails throughout the open space were removed and replaced with walkable and bikeable disintegrated granite surfacing and lodgepole fencing. The project implemented BMPs to improve the water quality before it reaches the San Diego River.

El Camino Real from Cassia Road to Camino Vida Roble, Carlsbad, CA | Responsible for the preparation of preliminary engineering and PS&E for the project. The project will provide complete street improvements matching adjacent, multi-modal roadway segments along El Camino Real, between Cassia Road and Camino Vida Roble. Roadway widening with a buffered bike lane and newly added sidewalk will be provided north of Cinnabar Way, where the third northbound lane will be carried through to Camino Vida Roble.

El Camino Real Widening Sunny Creek to Jackspar, Carlsbad, CA | Responsible for the PS&E for the project. The project will provide complete street improvements matching adjacent, multi-modal roadway segments along El Camino Real, for approximately 1,560 feet from just south of Sunny Creek Road to just north of Jackspar Drive. The project improvements including providing a 6-lane arterial roadway facility consistent with the Mobility Element of the City of Carlsbad's General Plan.

Coastal Rail Trail and Bridge Across Loma Alta Creek, Oceanside, CA | Provided preliminary engineering and environmental document phase of this project. The project proposes to construct 2,470 linear feet of Class I bike path, including a bicycle/pedestrian bridge over the Loma Alta Creek. The trail will be constructed predominately within North County Transit District right of way and will provide the "missing link" by closing the final gap of the Coastal Rail Trail.

Other Relevant Project Experience:

- Coastal Rail Trail, Phase 2B, Oceanside, CA
- Inland Rail Trail, San Diego County, CA



EDUCATION

1999, MS Environmental Studies,
California State University, Fullerton

1992, BS Biological Sciences,
University of Southern California

REGISTRATION

American Institute of Certified
Planners, #020593

Envision Sustainability Professional

EXPERIENCE

30 Years (<1 w/Dokken)

AREAS OF EXPERTISE

- Caltrans (former staff)
- CEQA/NEPA Compliance
- Agency Coordination
- Regulatory Permitting
- Conceptual/Feasibility Studies
- PA/ED
- PS&E
- Construction Compliance
- Program Management Support
- Active Transportation
- Aviation
- Coastal & Water Infrastructure
- Highway/Roadway
- Park
- Rail Crossing/Grade Separations
- Sand/Beach Nourishment
- Stormwater/Drainage/Sewer
- Sustainability
- Transit and Rail
- Wetland Restoration

STEPHANIE OSLICK, AICP, ENV SP ENVIRONMENTAL LEAD

Ms. Stephanie Oslick has 30 years of proven leadership and strategic management in environmental planning for diverse infrastructure projects across all project phases. She is an expert in the preparation of National Environmental Policy Act (NEPA) and California Environmental Quality Act (CEQA) environmental documents and reports, ensuring compliance and securing critical environmental permits and approvals through extensive coordination with local, state, and federal agencies.

EXPERIENCE

Bryte Park Improvements Project, West Sacramento, CA | Senior Environmental Planner responsible for the preparation of the CEQA Addendum and NEPA Environmental Assessment. This project involves expansion and improvements to existing play and picnic areas, and construction of athletic fields, aquatics facility, and pedestrian circulation elements within an existing park. No public comments were received after circulation of the joint notice of Finding of No Significant Impact/Request for Release of Funds.

Arcade-Cripple Creek Trail Extension, Citrus Heights, CA | Senior Environmental Planner responsible for the preparation of the Community Impact Assessment (CIA) Memorandum. Dokken is currently providing environmental clearance and project development support for a 0.5-mile extension of the Creek Corridor Trail funded through the federal Carbon Reduction Program. Coordinated NEPA (Caltrans lead agency) and CEQA (City lead agency) compliance for construction of a paved multi-use trail, prefabricated creek bridge, solar lighting, bank protection, and signalized pedestrian crossing. Supported right-of-way coordination, temporary construction easements, ADA-compliant grading, and utility adjustments to deliver a stand-alone segment of the City's planned 16-mile trail system.

Riverside Drive ADA and Street Improvements, Chino, CA | CEQA Environmental Manager responsible for management of the CEQA process. The City proposes minor alterations to existing streets, sidewalks, curbs, gutters and pedestrian crossings for the creation of ADA compliant ramps and limited sidewalk and pedestrian facilities along an approximate 0.8-mile stretch of Riverside Drive. An environmental review document, which accompanied the Notice of Exemption, was included with the administrative record in support of the City's findings that the project would not have a significant impact.

Ocean Boulevard Coastal Bike Trail Connector, Long Beach, CA | Grants Compliance Manager responsible for the Port of Long Beach Active Transportation Program (ATP) and Congestion Mitigation and Air Quality (CMAQ) grant compliance, environmental (PES and NEPA coordination with Caltrans), and LA Metro Sustainable Design Plan and construction support for this pedestrian and bicycle trail gap closure project, which provides a safe connection for pedestrians and bicycles traveling between the Mark Bixby Bicycle Path (on the new Gerald Desmond Bridge) and the City of Long Beach's bicycle network

Sunnymead Master Drainage Plan Line F and F-7 Project, Moreno Valley, CA | Environmental/Permit Manager responsible for management of the CEQA IS/MND. The project proposed to mitigate flood events and minimize flood-related damage to public roads and private property using a combination of storm drain pipelines, inlet structures, and basins. Managed regulatory permit requirements with the Western Riverside County Regional Conservation Authority by presenting the project to the Santa Ana watershed pre-application interagency meeting (with USFWS, USACE, RWQCB, and CDFW).

Seal Beach Water Infrastructure Capital Improvement Projects, Seal Beach, CA | Environmental Manager for the CEQA IS/MND to analyze seven water infrastructure upgrades and rehabilitation projects including water distribution disinfection facilities, waterlines, and the City pier (part of City's CIP). Managed the preparation of the IS/MND, examining the individual and cumulative environmental effects of the proposed projects and attended the City's Environmental Quality Control Board (EQCB) to help address questions from the public. Advised on requirements for regulatory permit applications (CCC, USACE, and RWQCB) for utility upgrades and structural repairs to the City pier.



Vela Engineering is an electrical engineering firm that prides itself with creating unique solutions tailored to every project's individual needs. The firm was created with the intent on providing detailed attention to every project starting from the initial planning stages to the complete construction document design. Every project is more than just a deadline for us. We focus on the small details that benefit everyone who will spend a considerable amount of time in one of our facilities.

We offer a diversified range of practical experience in governmental, healthcare, educational, and private building sectors. With years of experience in both public and private sectors, we have developed the tools and skills necessary to bring your project to a successful completion. From highly technical BIM design to CAD 2D design, we have the tools necessary to coordinate and contribute to any project regardless of the drafting standards.

Together, we approach your project and its difficult challenges using smart designs and efficient solutions tailored to your environmental concerns, long term needs, and practical constructability.

SAM VELA, PE

Principal Electrical Engineer

Sam has been an electrical engineer and project manager since 2006, with experience spanning municipal, educational, industrial, and aviation projects. His expertise includes low voltage (600V) and medium voltage (13kV) electrical infrastructures, arc flash studies, and designing UPS integrations, generator systems, and campus-wide redundancy.

Sam is also well-versed in low voltage systems, including fire alarms, security, data, and A/V systems. His meticulous approach ensures seamless integration of building security features, focusing on functionality, cost, and user needs. His dual experience in consulting and contracting provides a comprehensive understanding of design and construction processes.

ROY MORALES

Electrical Department Head, Associate

Roy has relationships with many of the local agencies after providing years of reliable design and service to this clientele. His experience includes design for buildings, sports fields, street lighting, and solar photovoltaic systems. Roy brought an expertise in electrical applications, including parks and street projects, along with municipal projects such as essential service facilities, community buildings, government operations facilities, and aviation buildings. Roy is a proven team leader, both in how he runs his teams internally, and how he runs his project teams when working with clients.



LGC Geotechnical, Inc. is a Southern California based geotechnical consulting firm with its office located in San Clemente, California. LGC Geotechnical focuses on providing professional geotechnical services throughout Orange County. We provide quality, full service geotechnical services to clients, which include public agencies, local Cities, residential and commercial developers, architects, insurance companies, utility companies, and homebuilders. The staff at LGC Geotechnical consists of highly educated and licensed professionals including registered geotechnical engineers (GE) and certified engineering geologists (CEG). Together they combine their technical knowledge and wide-ranging field experience to provide effective geotechnical engineering solutions to complex geologic problems.



Rebecca K. Latta

Consulting Arborist, Horticultural Consultant, Water Manager

E: rlattaconsulting@gmail.com C: 626 272-8444 Glendora, CA 91741



EXPERIENCE

Arborist On-Call Services, City of La Canada (2010 -2017, Current Contract 2019): Provide tree health evaluations, guidance for legal cases, risk assessments, tree inventory, reports, impact analysis and construction monitoring, landscape and irrigation plan review and other services as requested by Planning and Public Works. Work includes street improvement, parkway and park projects.

Tree Inventory, Geospatial Data and Assessment, Orange County Flood (2018): Survey and inventory trees along the Orange County Flood Control District Property with Psomas, Orange County. Identified location, species, condition and proximity to berms as required.

Tree Inventory and Assessment, City of Irvine, Alton Parkway Project (2017): Survey and assess the health of 58 California Fan Palms for a street improvement project with David Volz Design, Project Landscape Architect.

Urban Greening Plan, City of Pico Rivera (2015-2017): Arborist services in support of Urban Greening Plan with KTU+A as a part of transportation corridor improvements for the City. Surveyed street and park trees and provided canopy cover analysis using itree. Analyzed opportunities for reclaimed water in median islands.

City of Agoura Hills On-Call Arborist (2002 to 2008): Performed tree evaluations and tree risk assessments, reviewed oak tree permit requests and landscape plans for City ordinance requirements, Seven Elk Ranch Design was lead project manager.

City of Pasadena Forestry Supervisor (1998 to 2002) and Water Conservation Program Specialist (1990 -1997). Responsible for comprehensive management of 57,000 city street trees, tree preservation and planting programs, grant writing, administration and implementation. Developed and managed contracts and 18 staff members. Water conservation programs for residential, commercial and institutional customers for the Pasadena Water and Power Department. High bill complaint resolution and water audits.

REGISTRATIONS AND CERTIFICATIONS

International Society of Arboriculture
Certified Arborist #WE-04264A
Expiration Date: December 31, 2019

American Society of Consulting Arborists
Graduate Consulting Academy 2008

Tree Risk Assessment Qualification
Expiration date: December 8, 2022

EDUCATION

University of California, Santa Barbara 1984
BA Environmental Studies with an emphasis in Geography

UCLA Extension, Landscape Architecture 1985-87

MWD Irrigation Audit Training 1997

305 CEU's in Arboriculture, Forestry, Fire Safety, Insects, Diseases, Pruning, Planting, Invasive Plant Management, Water Management, Wildlife Protection, Risk Management, Plant Health Care, Soils and other related topics since 1989.

UNDERSTANDING & APPROACH

The 2.2-acre park and expansion site are accessible from all four sides including Cerritos Ave., Almond St., Teakwood St., and Manzanita Cir. Our understanding is that the existing single-family home will be tested for lead and asbestos. This home, constructed in 1961, only nine years before the surrounding properties will be assessed for lead and asbestos prior to making a final determination on its disposition. The park's final program will be refined through community engagement and may include the addition of a pre-fabricated restroom building in the park. The intent is that the expansion site be cohesive with the existing park site likely protecting the existing trees and providing general improvements.

The existing park site includes a playground with rubberized surfacing, a shade structure, bbqs, benches, sand play area, paved meandering pathways, and a metal picket safety fence. The existing trees include mature Sycamores, Pines, and dense Mulberries. The trees will be assessed by our arborist for health, vitality and structural safety.

Landscape and irrigation are integral to the design and will include low maintenance drought-tolerant shrubs and ground covers, climate appropriate canopy trees, and open turf. The existing park has two backflow devices located on Teakwood which may be connected to a single water meter. Our team will investigate and provide an appropriate solution to upsize the meter to accommodate the expansion site as well as separate the domestic water line for the drinking fountain and restroom.

The current lot is a blank canvas, devoid of existing trees or utility connections. Our strategy involves seamless coordination for all new services: water meters, electrical hookup, and sewer connections.

TASK 1 – PROJECT INITIATION AND SITE ASSESSMENT

The design team led by DVDC will prepare initial site assessments including survey, environmental negative declaration, lead and asbestos report, and an arborist report. At the project initiation meeting we will confirm project goals, establish the project schedule, communication protocols, and strategize how to effectively engage the community.

As we dig deeper, we'll collect as-built plans and coordinate with your maintenance crew to understand the site's "inner workings"—from irrigation to electrical. To ensure we have all the answers for the public, we prefer to have our reports in hand before the first outreach meeting.

- Kick-off Meeting. Syncing goals, establish schedule, and communication protocols to ensure a smooth partnership.
- Data-Driven Design. Gathering surveys, lead/asbestos reports, and environmental data upfront for a "no surprises" approach.
- Maintenance Deep-Dive. Collaborating with the City crew to understand existing infrastructure.

LGC, our geotechnical engineer who we have partnered with on dozens of projects, will prepare a soils report including infiltration. Our



recommendation is to prepare the geotechnical report and infiltration test in Task 3 when we have a better understanding of the parking lot and site layout.

TASK 2 – COMMUNITY ENGAGEMENT AND CONCEPTUAL DESIGN

Our approach includes community outreach to refine and finalize the parks program. In 2026, we have already led outreach meetings in Norwalk, Baldwin Park, Lawndale, and Lake Forest. To maximize community participation, our team recommends hosting three outreach meetings. The first two will be identical engagement sessions—one on a weekday evening and one on a Saturday morning—ensuring residents can provide input at a time that fits their busy schedules.

- Three-Meeting Strategy. Ensures comprehensive community coverage and feedback.
- Flexible Scheduling. Offers both weekday and weekend options to eliminate conflicts.
- Consistent Content. Provides the same engagement opportunities at both initial sessions for equal access.

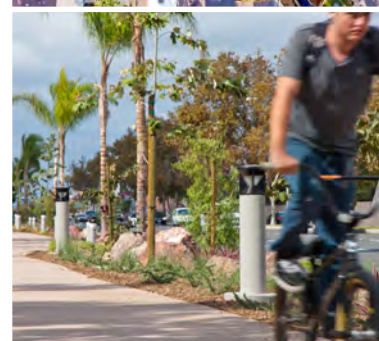
Led by the DVDC team, the first two meetings at Baroldi Sycamore Park will feature a site walk to identify assets and challenges. We'll host a design charrette, inviting residents to be "landscape architects for a day" to brainstorm amenities and programming. At the third community outreach meeting, DVDC will present three conceptual plans to the community to garner recommendations and a consensus before preparing a final master plan. At this meeting we will present the outreach finding to validate proposed programming and park amenities.

To support these sessions, we will provide:

- Visual Exhibits: Large-scale graphics and project boards for in-person review.
- Conceptual Plans: 2D colored illustrative plans depicting three options generated from input received at the initial outreach meetings. Character imagery representing proposed program amenities.
- Project Story Map: A dedicated ArcGIS StoryMaps website (accessible via QR codes) featuring project milestones, schedules, arborist reports, and conceptual plans.
- Outreach Fliers and Online Surveys: As an optional service DVDC can provide fliers and door hangers, incorporating QR codes to direct residents seamlessly to project surveys and the detailed Story Mapping Website.
- We currently have example project StoryMaps websites live for many of our other projects including Holifield Park in Norwalk and Cavanaugh Park in Lake Forest. The websites include project descriptions, exhibits, outreach summaries and photos, project schedule, arborists report summary and tree imagery, and conceptual plans, and can be updated at each milestone.

TASK 3 – MASTER PLANNING

Following City staff feedback, we will prepare one detailed color rendered 2D Master Plan based on the approved preferred concept. This plan will



include the final proposed layout, amenities, initial grading, landscape and highlight sustainable design features and efficient smart irrigation. It will be accompanied by character imagery and full landscape palette including WUCOLS plant factors for trees, shrubs, groundcovers, and bio-swales. Green infrastructure and water quality measures will be incorporated into the design. As a part of Task 3 we will engage our Geotechnical Engineer to prepare a soils report including one infiltration test. Our design philosophy centers on sustainability and Low Impact Design (LID). All improvements will be energy efficient, integrating durable, low-maintenance design features. The proposed landscape will be entirely climate-appropriate and drought-tolerant, utilizing the WUCOLS database for plant selection and located within intelligently matched hydrozones.

Master Plan exhibits will include a phasing plan and if needed, grant specific diagrams and take-offs to assist in pursuing State and local grants. An opinion of probable construction cost will be included, and we will with you and your team to strategize the path forward. The Master plan will be presented to City staff, and the Recreation and Community Services Commission, and to the City Council for Approval. An optional task will be included for a mitigated negative declaration letter to be prepared by Dokken Engineering.

TASK 4 – FINAL DESIGN AND CONSTRUCTION DOCUMENTS

Our collaborative team is excited and primed to deliver! Dokken Engineering will expertly manage Surveying, lead Civil Engineering tasks including grading and wet utility coordination with Golden State Water, and evaluate the feasibility of a new prefabricated restroom building and utility connections. Dokken will prepare a WQMP and coordinate with the City's storm water management consultant. They can also provide optional Environmental tasks as outlined in their proposal.

VELA Engineering will provide comprehensive Electrical Engineering services, including SCE coordination, power distribution, site lighting design, photometrics, and security camera placement. Security coordination encompasses specifying the City's preferred equipment vendor and locating conduit, power, and data connections if needed. The staff at VELA has partnered with DVDC on hundreds of park projects and are very familiar with residents' concerns of unwanted light spill. We have recent experience utilizing bollard lights at Woldson Park in Rancho Mirage, and pedestrian scale eight-foot LED poles at Parque De Arroyo Verde in Placentia. We will implement a lighting design for Baroldi Sycamore Park that effectively eliminates light trespass into the surrounding neighborhood. The approved Master Plan will serve as the basis of design for the Construction Documents. Final reports including an agronomic soils analysis will be provided and arborists report will be prepared to accompany the already completed geotechnical Report & infiltration testing (Task 3), and Lead and Asbestos Survey (Task 1).

SUBMITTALS

Construction Documents will be submitted at 30%, 60%, 90% and Final. Specifications will be formatted to the City of Cypress Brown Book



specifications and Standard Specifications for Public Works Construction "Greenbook". 30% specifications will consist of an outline. 90% and Final specifications will include special provisions payment item descriptions. After the 30% submittal we will engage our structural engineer to prepare engineered details and calculations for low walls, fences, gates, light pole footings, one prefabricated building foundation, and various other site elements excluding post-tension slabs.

OPINION OF PROBABLE CONSTRUCTION COST

All submittals will include updated opinions of probable construction costs based on market trends, vendor pricing, and our current and on-going park projects. We will also provide an analysis of cost savings for owner furnished contractor installed (OFCI) and whether these items can be provided through cooperative agreements such as SourceWell.

RENDERINGS

The DVDC team in-house staff can provide 3D color renderings, photo-simulations, and video fly-overs of the final proposed park layout. We regularly provide this service for Cities, Museums, Zoos, and Theme Parks. We understand the importance of a 3D model as a tool to study views and sightlines. Our team utilizes Lumion for photo realistic renderings and fly-through animations.

PERMITTING

The DVDC team will assist the City with permitting and ensuring compliance with applicable local, regional, state, and federal regulations.

Plans will be drafted in AutoCAD using City-provided title blocks on 24x36 or 30x42 sheets, generally prepared at 10 or 20-scale. All plans are submitted in a seamless PDF package format. Reimbursables will cover essential printing, mounting, and delivery costs.

AGENCY SUBMITTALS & PLAN CHECK

Final Construction Documents will undergo two to three rounds of plan check correction submittals to the Building Department. Agency submittal fees will be paid by the City. Upon approval, we will assemble the complete Bid Package. The City will prepare front-end specifications, including contract and bidder requirements, while DVDC prepares the official Bid Form and provides input on the project schedule and specific front-end requirements. Bidding support and construction period services are not included in our proposed scope of services. Our assumption is that these services will be provided under a separate contract.



CREATIVE, ALL-INCLUSIVE & MULTI-GENERATIONAL PLAYGROUNDS

DVDCreative creates fantastic, wonder-filled, memorable play lots. Our firm has been widely recognized for delivering outstanding public park play environments that have garnered praise and accolades from local communities.

- Our whale fossil interpretive play space in Laguna Hills has been featured online blogs, local and regional newspapers and national magazines.
- The wagon train and pioneer play environment in Pioneer Park, Tustin, won several regional and state-wide awards, and was selected for a recognition by the National Recreation and Park Association.
- Our Stanton Train Park, Central Park, is featured in the CPRS District Ten Hall of Fame.
- Admiral Kidd Park, an award-winning play space, features kid size replicas of the four boats named for the Admiral. This Long Beach park was a featured stop on the state park operations annual tour of premiere park facilities.

Our play space design philosophy is built on the perspective of a kids-eye-view. Adventure, surprise, familiar and challenging settings, and themes, memorable spaces. Kids may not know the proper name of the park, but they know that there is a special play lot at airplane park, rocketship park, baseball coach park, train park, and tree house park. The goal is to create an immersive environment that will engage guests and create lasting memories.

We recognized the importance of providing for multi-generational intermingling, on the play lot, as caregivers overseeing the play space and for adults a calm, shaded comfortable surveillance spot to enjoy the space at the park. Our play area design reputation has lead to collaborations with all-access advocates and organizations. We have designed several park play environments as the lead landscape architect for Shane's Inspiration.

This work and design workshops with emotionally and physically challenged stakeholder advocates has informed our design perspective on inclusive, accessible, and caregiver insights that influences our play lot design. One of DVDC's most recent Shane's Inspiration play lots is located in El Cariso Park, an LA County Park. At this park the interactive multi-story "equipment" is the center piece of an elaborate all access play environment. Access for all is provided within the terraced natural slope of the existing park terrain. There is plenty of seating for caregivers, play pieces that encourage multi-generational, multi-fun seeker collaborative play opportunities. This is a special park, well worth a trip to this Sylmar Community Park.



SUSTAINABILITY & LOW IMPACT DESIGN

DVDCreative is committed to delivering public landscapes that are sustainable and beautiful. We embrace the principles of design that encourage stewardship of our resources, respect for the environment and creative sustainable practices. Through our affiliation with LEED's, we identify and quantify the sustainability of our designs. Our team has extensive experience with Public Works Agencies delivering storm water management practices that mimic natural hydrological cycles. We implement integrated management practices into every project.

Low Impact Design development (LID) is an alternative site design strategy that uses natural and engineered infiltration and storage to control storm water where it is generated. Projects under LID design are uniquely site specific in their effort to reduce runoff and volume, reduce pollutants and fertilizers, and maintain pre-development surface temperatures. All of which are problematic for conventional storm water management. Key goals include reducing downstream flooding, erosion, and scour from natural waterways. Benefits of LID practices include cost saving over expensive infrastructure. Utilizing bio-swales and sunken lawns allow for the discernment and infiltration of runoff. Bio-swales offer opportunities for biodiversity utilizing native plant material that can remedy the degradation of native habitats. Additionally, LID aesthetics can enhance and beautify the built environment and landscapes by use of pervious pavers and alternative natural paving materials.

A beautiful and sustainable landscape starts with a clear understanding of the client's requirements, the site and environs and a creative approach to the design process. Water efficiencies, energy use reductions, waste reduction, recycled content and localized material's sourcing can all be quantified and are an integral part of our design. Resource conservation through the use and specification of recycled and reused materials and identification of locally sourced goods are important sustainability issues. Water resources are conserved through our thoughtful low water use planting schemes, precise irrigation layout and control systems, as well as, stormwater capture, cleaning and reuse. For pollution prevention, stormwater recycling plans are embraced and integral to our designs. On-site water detention, bio filtration, permeable pavement, and many other measures are creatively incorporated into the landscapes we design.

DVDC is dedicated to the opportunity and challenge of creating unique spaces and special places that draw inspiration from the environs and the community. DVDCreative believes the very definition of sustainability speaks of environments that are well used and enjoyed, and maintainable over time. We at DVDC believe that the ultimate measure of sustainability of any public space has to be high use and enjoyment over the long term.

Low Impact Design Benefits

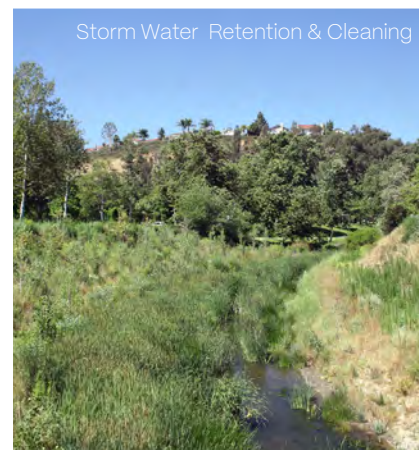
- Reduce runoff/reduce flooding
- Reduce pollutants & fertilizer
- Reduce sediment runoff & scour
- Improved infiltration ground water recharge
- Cost savings over conventional design
- Biodiversity in the urban habitat
- Streamlined design functionality
- Aesthetics

Low Impact Design BMPs Non-Structural

- Reduced impervious areas
- Disconnect from conventional storm water systems
- Reduce disturbed areas of development
- Minimize grading/reduce construction impacts
- Preserve natural drainage and vegetation

Structural

- Bioretention including vegetated swales and bio-swales
- Permeable pavements
- Green roofs
- Cisterns / Recycling



COMMUNITY OUTREACH

At DVDCreative (DVDC), every community-inspired design program begins with a strong and inclusive public engagement process. We believe the best parks come from the people who use them, which is why our approach starts with a participatory community brainstorming session. This initial meeting is designed to be a creative and collaborative experience where community members can share their visions and values for the future of their park. Prior to this session, our team will conduct thorough site visits and review all relevant documents and plans. We'll also coordinate closely with city staff to gather preliminary "seed" ideas and insights. DVDC will assist in preparing outreach materials—both written and visual—to help get the word out and invite the community to be a part of the park's design.

The first workshop will open with a site tour, allowing participants to connect with the space firsthand. We'll then introduce concepts and themes—those "seed" ideas—to prompt discussion and ignite inspiration. Our goal is to guide a thoughtful and open-ended conversation, encouraging participants to explore possibilities around recreation, family-friendly features, and meaningful enhancements that make the park more vibrant and inclusive.

From there, the DVDC team will take what we've heard and develop a series of initial concept plans that synthesize the community's input. These concepts will be reviewed with city staff in a focused idea refinement meeting. Using that feedback, we'll fine-tune the strongest ideas into conceptual plans for the community to review during a second, more structured workshop. At this stage, participants will have the opportunity to provide input on the draft concepts, helping shape a vision that truly reflects their priorities. Community consensus will guide us in finalizing the program elements for the draft master plan.

DVDC will then prepare a complete draft master plan and accompanying design report, which will be shared with the broader public and reviewed by the Commission or City Council. With leadership direction, we will finalize the master plan—capturing a clear and visually compelling strategy for the site's future development. The final report will also document the entire outreach process, highlight the community-driven program elements, and include a preliminary construction budget to guide implementation.

At DVDCreative, we know that authentic community workshops are the most effective way to understand and respond to the public's aspirations. When residents are invited to shape their public spaces, it creates a true sense of ownership—leading to parks that are not only well-used but also well-loved and cared for over time.



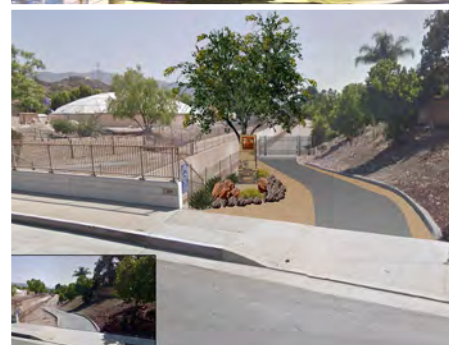
GRAPHIC & RENDERINGS

WHAT IF A VISUALIZATION OF AN IDEA COULD BRING CLARITY TO THE DESIGN INTENT? COULD ALLOW FOR ENLIGHTENED CONSIDERATION AND UNDERSTANDING?

The DVDCreative studio has a robust graphic design component, and skilled professionals adept at delivering graphics and images, including immersive 3-dimensional fly throughs that communicate our design ideas before moving ahead with the project's engineering.

Communication is the key to understanding. The photo-realistic renderings, computer-generated 3D models, and images of the project style, detailing, form, and function provide a clear understanding of the project concepts. Our creative and innovative designs are beautifully rendered for review and consideration of civic leaders, our collaborative partners, and the general public. Our visualizations have resulted in great feedback and design considerations, great "Now I Get It" moments, and enthusiastic approvals of concepts, ideas, and projects.

The DVDC team has proven capabilities for the graphic presentation of the ideas and the layout for review of the park's conceptual layout. We will prepare artist renderings, 3D fly through videos and photo realistic pictures to describe the many elements we plan to include in this development. We will ready all our renderings for social media posting and for use in city communications.



SCOPE OF SERVICES

TASK 1 – PROJECT INITIALIZATION AND ASSESSMENT

- 1.01 Initial kickoff meeting with city project staff
 - a. Review project criteria and program objectives
 - b. Review procedures and design schedule
 - c. Critical /High priority scope
- 1.02 Project Design Schedule
 - a. Provide baseline and monthly updates
 - b. Include submittals, meetings and milestones
- 1.03 Data Gathering and Analysis
 - a. Collect available data and maps
 - b. Review site plans and documents
 - c. Review initial opportunities
 - Identify opportunities and constraints
 - Identify surrounding uses and connections
 - d. Mobile Field Data Collection
 - Application to locate and protect, if necessary
 - Existing trees including species, health, and size
 - Existing irrigation valve boxes
 - Existing utility boxes Identify opportunities and constraints
- 1.04 Project Management
 - a. Schedule and lead bi-weekly coordination and progress meetings with the City.
 - b. Coordinate meetings with other agencies as necessary
 - c. Conduct and demonstrate effective quality assurance and quality control measures
 - Review of all notes and design calculations, along with design drawings and specifications, by an appropriate reviewer independent of the Project design team prior to each design submittal (30%, 60%, 90% and Final)
 - Constructability and operational review of the design submittals
 - d. Notify the City of any out-of-scope work items and obtain City approval

prior to proceeding, no exceptions.

- 1.05 Preliminary Engineering and Reports
 - a. Civil Engineering (Dokken Engineering)
 - Site topographic survey
 - Water Quality Management Plan (WQMP) (preliminary investigations)
 - b. Environmental (Dokken Engineering)
 - Hazardous materials / Lead and Asbestos Report
 - c. Electrical Engineering (VELA Engineering)
 - Electrical investigation – initial field walk w/ City Maintenance
 - d. Arborist
 - Arborist Report
 - e. Irrigation
 - Irrigation field assessment (to be utilized by design team)

MEETINGS & DELIVERABLES

Kickoff meeting, virtual (1)
 Project schedule
 Meeting agendas and summaries
 Site survey
 Hazardous materials report
 Arborist Report

TASK 2 – COMMUNITY ENGAGEMENT AND CONCEPTUAL DESIGN

- 2.01 Preparation of Meeting Materials and Strategy Session (1 meetings)
 - a. Pre-engagement meeting with City Staff
 - Finalize Presentation Dates
 - Discuss DVDC provided materials and City provided materials
 - Discuss staffing, logistics, and venue layout
 - b. Outreach Materials
 - Coordinate and prepare basic event fliers (to be printed and distributed by City)
 - Prepare on-line survey is needed
 - Prepare QR codes and links to be shared on social media by City
 - Prepare large scale basemaps and amenity boards for in-person outreach meetings
- 2.02 Initial community review and workshop (2 meetings)
 - a. Meet with the community on site

- Conduct site walk
 - Discuss program opportunities and objectives
 - Review limitations and challenges
 - Facilitate design charrette with community participants
 - Gather initial ideas and direction
 - b. Document input received
 - Prepare summary of input from community
 - Annotate maps with community insights
- 2.03 Prepare base maps
- a. Prepare scaled site plans from survey information
- 2.04 Prepare preliminary three (3) conceptual plans
- a. Develop designs for park improvements based on initial input
 - b. Develop concepts and alternatives
 - c. Refine and consolidate ideas
 - d. Color-rendered plan view graphics
 - e. Character imagery depicting inspiration for improvements
 - f. Prepare budgetary opinion of construction cost
- 2.05 Community review and workshop (1 meeting)
- a. Present (3) three conceptual plans
 - Program elements review
 - Idea and vision consolidation
 - Options, alternatives, and theme considerations
 - Concept discussion and recommendation
 - Define community consensus and collective vision
 - b. Document input received
 - Prepare summary of input from community
 - Annotate maps with community insights
- 2.06 Presentations: (3 meeting)
- a. Present to City Staff
 - Package concept plans, summary, annotated maps and survey into final report
 - Provide minor refinements based on input received
 - Provide recommendations for

- existing single-family
 - b. Present to Recreation and Community Services Commission
 - Present project progress including community outreach report
 - Present (3) three conceptual plans and outreach summaries
 - Provide minor refinements based on input received
 - Refine and consolidate final program into a single preferred conceptual plan
 - c. Present to City Council for feedback and direction
 - Present project progress including community outreach report
 - Present initial 3 conceptual plans and consolidated final preferred conceptual plan
- 2.07 Project Story Mapping/Website
- a. Prepare project site
 - Initial website outline and site framework development
 - Add project descriptions, images, project map, timeline/schedule and initial content
 - Review and approval with client
 - Publish project site
 - Prepare QR codes and links for distribution
 - b. Bulletins/Project updates
 - Provide regular updates at project milestones including meeting summaries, reports, surveys, concept plans and more
 - Distribution via social media and outreach
 - Provide for analytics and reporting of input received

MEETINGS & DELIVERABLES

Community outreach meeting (3)
 Community outreach exhibits (1), revision (1)
 Outreach Fliers
 QR Codes
 On-line survey
 Meeting Summaries & Comments (3)
 Outreach Summary Report
 Story Map Website
 Colored Conceptual Plans (3)
 Final Conceptual Consensus Plan (1)
 Presentations to City staff, Commission, and Council (3)

TASK 3 – MASTER PLANNING

- 3.01 Review input received from community outreach with city project team
 - a. Discuss selected conceptual design and refine program for improvements
- 3.02 Prepare Planning Reports
 - a. Geotechnical (see attached Geotechnical proposal from LGC for detailed scope)
 - Geotechnical Investigation
 - Infiltration test (1)
 - b. Environmental (see attached Environmental proposal from Dokken for detailed scope)
 - Mitigated Negative Declaration (OPTIONAL)
 - c. Agronomic Soils Analysis (Wallace Laboratories)
 - Soil Fertility analysis (5 samples including existing and expansion sites)
- 3.03 Prepare Park and Expansion Master Plan (1)
 - a. Review approved conceptual plan with city staff & obtain direction
 - b. Refine/revise preliminary concept plan per comments
 - c. Prepare initial grading exhibit
 - d. Incorporate green infrastructure, water quality and sustainable design features
 - e. Confirm outside agency requirements
 - f. Color-rendered 2D final plan view
 - g. Prepare Landscape Palette with WULCOS
 - h. Define Irrigation application method and POCs
 - i. Define Lighting strategy for zero light spill
- 3.04 Phasing and Opinion of probable costs
 - a. Prepare updated Opinion of probable construction cost for budgeting purposes
 - b. Prepare phasing exhibit with opinion of cost for each phase
 - c. Assist the City with exhibits for grant funding opportunities (if needed)
- 3.05 Presentations: (3 meetings)
 - a. Present Master Plan to City Staff
 - b. Present Master Plan to Recreation and Community Services Commission
 - c. Present Master Plan to City Council for feedback and direction

MEETINGS & DELIVERABLES

Preliminary concept plans (2)
 Geotechnical Report and Infiltration Report
 Mitigated Negative Declaration (OPTIONAL)
 Agronomic Soils Fertility Analysis
 Master plan (1)
 Presentation meetings (3 meetings)
 Opinion of probable cost (1), revision (1)

TASK 4 – FINAL DESIGN AND CONSTRUCTION DOCUMENTS

- 4.01 Design Development Style Guide & Construction Materials Schedule
 - a. Provide descriptions for major materials selections
 - Manufacturer, Model number, color, finish, text, graphics, method of attachment
 - Catalog cuts
 - Product literature
 - Description of custom features, and any related elements
 - Manufacturer provided imagery or renderings if available
 - b. Provide a resource list for purchasing and specifying park elements
 - c. Review with City Staff for comment, and confirmation
 - d. Incorporate corrections into Construction Material Schedule included in Construction Drawings
 - e. Revise and update per City comments at each submittal (60%, 90% and Final)
- 4.02 Prepare Construction Document
 - a. Demolition plans
 - b. Erosion control plan (Civil)
 - c. Site construction plan, schedule and details (Civil)
 - d. Grading plans with horizontal control and curve data (Civil)
 - e. Utility plans (Civil)
 - f. Construction layout and site furnishings plan
 - g. Construction details
 - h. Structural details and calculations for walls, light poles, restroom grade beam foundation, and fences (to be included in 60%, 90% and Final submittal)
 - i. Shrub and ground cover planting plans, and landscape legend, notes, and details
 - j. Tree planting plans
 - k. Irrigation plans, legend, notes, calculations, and details

- l. Prefabricated Restroom Plans (manufacturer provided)
- m. Electrical plans including power, lighting, photometrics, conduit for security cameras, schedules, legend, and details
- n. WQMP (Civil)

4.03 Utility Coordination

- a. Utility notifications letters to SCE, SoCal Gas, and Golden State Water

4.04 Technical specifications

- a. Technical specifications – City's Brownbook format referencing the "Greenbook"
- b. Special provisions – Payment item descriptions
- c. Prepare bid form

4.05 Opinion of probable cost

- a. Prepare itemized Opinion of probable construction cost based on market rate, current and on-going projects, vendor pricing, and market trends
- b. Update at 60%, 90%, and Final

4.06 Submittals at (30%, 60%, 90% and Final)

- a. Review comments made by the City and/or plan check comments at each submittal
- b. Revise plans, estimate and specifications per comments at each submittal

4.07 Constructability Review 60% and 90%

- a. Coordinate with the City's construction management consultant for project constructability
- b. Review and incorporate comments at 60% and 90%

4.08 Assist the City with bid preparation of documents

- a. Prepare bid package including PS&E with calculations, survey, and reports

MEETINGS & DELIVERABLES

Development design style guide

Construction documents package (30%, 60%, 90% & Final submittals)

WQMP

Utility coordination

Technical specifications (1), (2) revisions

Special provisions

Opinion of probable construction costs (1), (2) revisions

Constructability review

3D Rendering (OPTIONAL)

Fly-through animation (OPTIONAL)

Bid package

TASK 5 – RENDERINGS AND FLY-THROUGH (OPTIONAL)

5.01 3D Renderings & Graphics (OPTIONAL)

- a. File setup and linework preparation
- b. Develop 3D model (including site topography, proposed road layout, retaining elements, walls, earth forms, surrounding structures, surfaces, and existing site features immediately adjacent to project area)
- c. Prepare preliminary perspective views
- d. Review preliminary views with client
- e. Provide final high resolution perspective images

5.02 Animated Fly-through (OPTIONAL)

- a. Utilizing the 3D model as a basis of design, review paths with City Staff
- b. Lumion conversion, and animated characters
- c. Render 2 long and 1 short animated paths

MEETINGS & DELIVERABLES

3D Rendering (OPTIONAL)

Fly-through animation (OPTIONAL)

PROJECT SCHEDULE

Scope of Services	MONTH 1				MONTH 2				MONTH 3				MONTH 4				MONTH 5				MONTH 6			
	WK 1	WK 2	WK 3	WK 4	WK 5	WK 6	WK 7	WK 8	WK 9	WK 10	WK 11	WK 12	WK 13	WK 14	WK 15	WK 16	WK 17	WK 18	WK 19	WK 20	WK 21	WK 22	WK 23	WK 24
Task 1 – Project Initialization & Assessment																								
Task 2 – Community Outreach & Conceptual Design																								
Task 3 – Master Planning																								
Task 4 – Final Design & Construction Documents																								

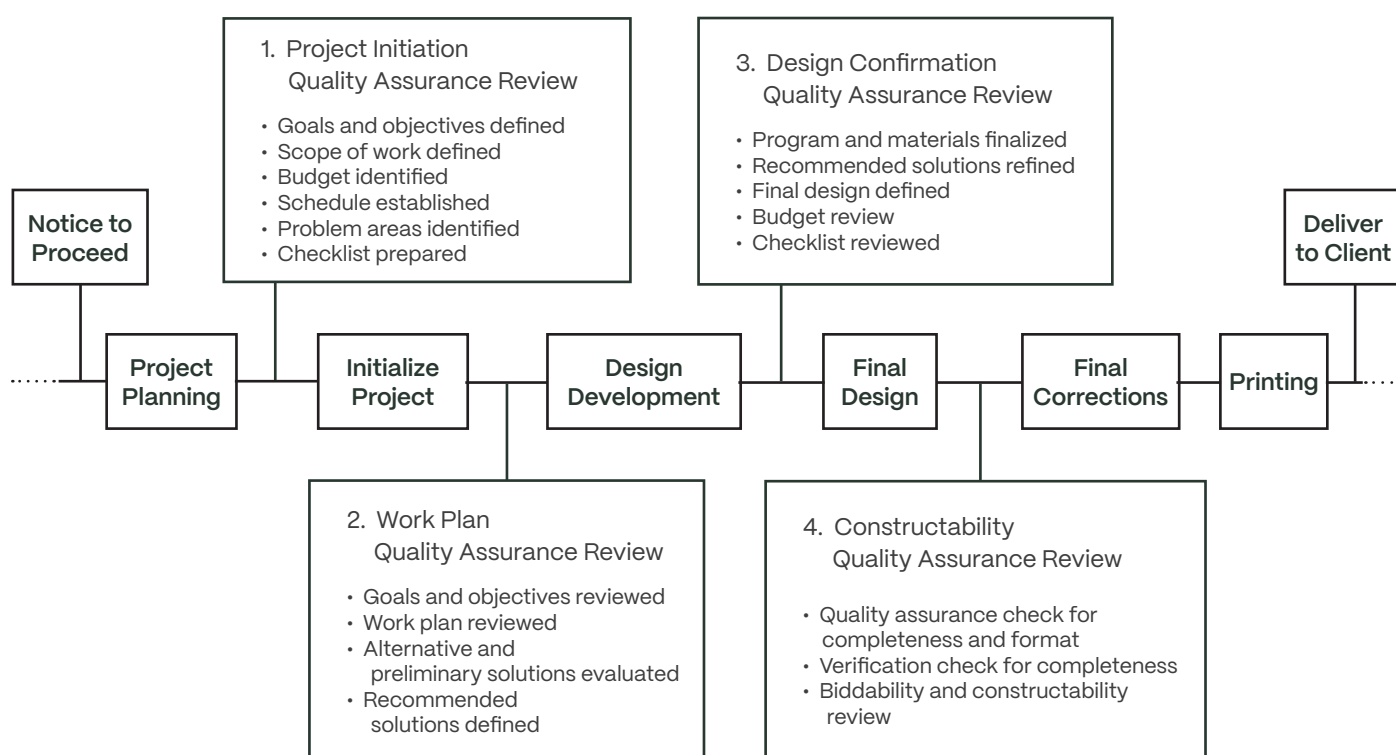
Scope of Services	MONTH 7				MONTH 8				MONTH 9				MONTH 10				MONTH 11				MONTH 12			
	WK 25	WK 26	WK 27	WK 28	WK 29	WK 30	WK 31	WK 32	WK 33	WK 34	WK 35	WK 36	WK 37	WK 38	WK 39	WK 40	WK 41	WK 42	WK 43	WK 44	WK 45	WK 46	WK 47	WK 48
Task 1 – Project Initialization & Assessment																								
Task 2 – Community Outreach & Conceptual Design																								
Task 3 – Master Planning																								
Task 4 – Final Design & Construction Documents																								



QUALITY CONTROL

DVDC has an established quality control and assurance program that we undertake for all our design services, and for this project. The Principal-in-Charge will be responsible for implementation of these Quality Control measures. The primary elements include:

- Verification that required deliverables and documents noted in the Scope of Work are provided.
- A Peer Review will be conducted by our senior professional staff to solicit critical comments and verify correctness.
- Retention of documents with highlighted markings and red-line comments, and verification that required revisions are incorporated into the updated documents.
- Continual assessment and tracking of project schedule and budget against baseline data.
- A complete construction review for constructability and biddability of the complete PS&E package will be assigned to experienced professionals on staff prior to final submittal to our client.



WHY CHOOSE DVDCreative?

Creative Designers of Public Spaces	Cost Controls and Quality of Design with Rich Detailing	Online Public Outreach Expertise Community Inspired Park Design	Award Winning Park and Sports Field Design	Experience in Delivery of Projects
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APPENDIX



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
02/24/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Cornerstone Specialty Insurance Services, Inc. 14252 Culver Drive, A299 Irvine CA 92604		CONTACT NAME: Tina Cowie PHONE (A/C, No, Ext): (714) 731-7700 FAX (A/C, No): (714) 731-7750 E-MAIL ADDRESS: tina@cornerstonespecialty.com	
		INSURER(S) AFFORDING COVERAGE	NAIC #
		INSURER A: RLI Insurance Company	13056
INSURED DAVID VOLZ DESIGN LANDSCAPE ARCHITECTURE, INC. dba: DVD CREATIVE 151 Kalmus Drive, Ste. M-8 Costa Mesa CA 92626		INSURER B: Travelers Casualty & Surety Co. of America	31194
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES

CERTIFICATE NUMBER: 25/26 COVERAGES

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	☒ COMMERCIAL GENERAL LIABILITY ☐ CLAIMS-MADE ☒ OCCUR ☒ ADD'L INSURED/P & NC ☒ BLANKET WVR OF SUBRO GEN'L AGGREGATE LIMIT APPLIES PER: ☐ POLICY ☒ PRO-JECT ☐ LOC OTHER:			PSB0001408	03/14/2025	03/14/2026	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ INCLUDED GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
	☒ AUTOMOBILE LIABILITY ☐ ANY AUTO ☐ OWNED AUTOS ONLY ☐ SCHEDULED AUTOS ☒ HIRED AUTOS ONLY ☒ NON-OWNED AUTOS ONLY			PSB0001408	03/14/2025	03/14/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	☐ UMBRELLA LIAB ☐ OCCUR ☐ EXCESS LIAB ☐ CLAIMS-MADE DED ☐ RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	☒ WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N Y	N/A		PSW0001346	03/14/2025	03/14/2026	☒ PER STATUTE ☐ OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	Professional Liability Claims Made			108013639	03/14/2025	03/14/2026	Each Claim \$2,000,000 Annual Aggregate \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Evidence of coverage in force. Contractual insurance requirements will be addressed at the time the contract is awarded.

CERTIFICATE HOLDER

CANCELLATION

FOR PROPOSAL PURPOSES ONLY PLEASE CONTACT CORNERSTONE SPECIALTY TO VERIFY COVERAGE IN FORCE	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
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ACORD 25 (2016/03)

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SMALL BUSINESS

To verify most current certification status go to: <https://www.caleprocure.ca.gov>



Office of Small Business & DVBE Services

Certification ID: 25194

Legal Business Name:

David Volz Design Landscape Architects, Inc.

Doing Business As (DBA) Name 1:

David Volz Design

Doing Business As (DBA) Name 2:

Address:

151 Kalmus Drive

M-8

Costa Mesa

CA 92626

Email Address:

astafford@dvolzdesign.com

Business Web Page:

Business Phone Number:

714/641-1300

Business Fax Number:

Business Types:

Service

Certification Type	Status	From	To
SB(Micro)	Approved	10/15/2024	10/31/2026
SB-PW	Approved	10/15/2024	10/31/2026



Contractor Information

Legal Entity Name

DAVID VOLZ DESIGN LANDSCAPE ARCHITECTS, INC.

Legal Entity Type

Corporation

Status

Active

Registration Number

1000031128

Registration effective date

07/06/23

Registration expiration date

06/30/26

Mailing Address

151 KALMUS DRIVE, M-8 COSTA MESA 92626 CA U...

Physical Address

151 KALMUS DRIVE, M-8 COSTA MESA 92626 CA U...

Email Address

jgraham@dvolzdesign.com

Trade Name/DBA

DAVID VOLZ DESIGN

License Number (s)

Other:LA 2375

Other:LA 3883

Other:LA 4657

Registration History

Effective Date	Expiration Date
07/03/18	06/30/19
06/01/17	06/30/18
07/06/16	06/30/17
10/21/15	06/30/16
03/04/20	06/30/20
10/27/20	06/30/21
07/01/21	06/30/22
07/01/22	06/30/23
07/06/23	06/30/26

Legal Entity Information

Corporation Entity Number:

43248202

Federal Employment Identification Number:

330835124

President Name:

David Volz

Vice President Name:**Treasurer Name:****Secretary Name:****CEO Name:**Agency for Service:**Agent of Service Name:**

Jamie Graham

Agent of Service Mailing Address:

151 Kalmus Drive, M8 Costa Mesa 9262

LEED



GREEN BUILDING CERTIFICATION INSTITUTE

HEREBY CERTIFIES THAT

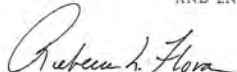
David Volz

HAS ACHIEVED THE DESIGNATION OF

LEED® ACCREDITED PROFESSIONAL

BY DEMONSTRATING THE KNOWLEDGE OF GREEN BUILDING PRACTICE
REQUIRED FOR SUCCESSFUL IMPLEMENTATION OF THE LEADERSHIP IN ENERGY
AND ENVIRONMENTAL DESIGN (LEED®) GREEN BUILDING RATING SYSTEM™.




Chairman

March 28, 2008
Date Issued


S. Richard Pedrizzi, President and CEO

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QSD/P

CERTIFICATE OF TRAINING CALIFORNIA CONSTRUCTION GENERAL PERMIT

QUALIFIED SWPPP DEVELOPER (QSD)
AND
QUALIFIED SWPPP PRACTITIONER (QSP)

David Volz

Jul 20, 2021 - Jul 22, 2023

Certificate # 01176



California Stormwater Quality Association and
California Construction General Permit Training Team

February 6, 2023

RE: Recommendation in Support of David Volz Design Landscape Architects, Inc.

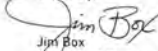
To Whom It May Concern:

David Volz Design has provided high-quality design and consulting services to the City of Buena Park for many years. They have provided park planning, leadership at public outreach meetings, creative park design, developed construction documents, and construction period services on several park projects.

Two notable projects the City of Buena Park is exceptionally proud of is the Rick Gomez Park and most recently, the Whitaker School Park. The projects include a high level of design and a team of sub-consultants under David Volz Designs' contract. David Volz Design team welcomed community input at outreach gatherings to design creative, interactive play areas and inviting, green spaces.

David Volz Design has always provided the City of Buena Park with high-quality professional service for these projects and many others. I highly recommend David Volz Design to your agency.

Sincerely,


Jim Box
Director of Community Services
City of Buena Park
(714) 562-3850
JBox@BuenaPark.com

"David Volz Design has always provided the City of Buena Park with high-quality professional services for these projects and many others."



CITY of CYPRESS
5275 Orange Avenue, Cypress, California 90630
Phone 714-229-6700 www.cypressca.org

February 7, 2023

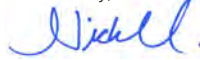
RE: Recommendation in Support of David Volz Design Landscape Architects

To Whom It May Concern:

The City of Cypress has collaborated with David Volz Design on several important park development and landscape projects. The recently completed city-wide Median Restoration Project, an APWA award-winning project, restored the landscaped medians and parkways throughout the City with new drought-tolerant landscaping and drip-irrigation systems, providing for a cohesive design aesthetic throughout the city, while also conserving water in light of the recent droughts. DVD and their team provided exceptional service throughout the project and prepared high quality construction documents.

I would highly recommend to any agency the firm of David Volz Design. My contact information is listed below. Please contact me for further comments in support of this firm.

Sincerely,


Nick Mangalakiri, P.E.
City Engineer
nmangkal@cypressca.org

"DVD and their team provided exceptional service throughout the project and prepared high quality construction documents."



CITY OF GARDEN GROVE

Steve Jones
Mayor
George S. Brietgam
Mayor Pro Tem - District 1
John R. O'Neill
Council Member - District 2
Cindy Ngoc Tran
Council Member - District 3
Joe DoVinh
Council Member - District 4
Stephanie Klopfenstein
Council Member - District 5
Kim Bernice Nguyen
Council Member - District 6

February 2, 2023

RE: Recommendation in Support of David Volz Design Landscape Architects, Inc.

To Whom It May Concern:

David Volz Design has provided high quality design and consulting services to the City of Garden Grove for many years. They have provided park planning, provided leadership at public outreach meetings, provided creative park design, developed construction documents and provided construction period services on several park projects.

One notable project is the Woodbury Park Revitalization Project, which includes a high level of design and a team of sub-consultants under David Volz Designs' contract. This project is a Prop 68 grant award that will allow a complete renovation, of an under used park, to be brought back to life for an underserved community. DVD has done an outstanding job of meshing the needs of the community with the design request of the Parks and Rec Commission and staff.

DVD has always provided the City of Garden Grove with high quality professional service for these projects and many others. I highly recommend David Volz Design to your agency.

Sincerely,


John Montanez
Community Services Director
(714) 741-5214
johnmo@ggcity.org

"... a high level of design and a team of sub-consultants under David Volz Designs' contract."



OFFICE OF THE CITY MANAGER
405 E. El Monte Avenue
Dinuba, CA 93620
B: (559) 580-5800
F: (559) 581-4246
lwalker@dinubacal.gov

August 21, 2018

Re: Recommendation in Support of David Volz Design Landscape Architects, Inc.

To Whom It May Concern:

The City of Dinuba has commissioned David Volz Design to provide services on several park design projects. These services have included community-based design process, presentations to commissions and council and creative solutions that have addressed many community needs. Our recently completed Roosevelt Park is an outstanding DVD designed pedestrian pathway. The project has received accolades from the community and nearby elementary school served by the pathway.

Should additional information be required, please call me at the city number. I recommend David Volz Design to any agency looking for creative and professional landscape architectural services.

Sincerely,


Luis Ratten
City Manager
lwalker@dinubacal.gov

"I recommend David Volz Design to any agency looking for creative and professional landscape architectural services."





14717 BURIN AVENUE • LAWNDALE, CALIFORNIA 90260 • (310) 973-3200 • FAX (310)

September 4, 2019

RE: Recommendation in Support of David Volz Design Landscape Architects, Inc.

To Whom It May Concern:

The City of Lawndale has collaborated with David Volz Design on two important park development projects in the city, including the recently completed Hogan Park renovation and expansion project, which included expansion of an existing park, street closure, utility relocation and provision of play areas for children aged 5 to 12 years old.

In addition, David Volz Design also collaborated with the City of Lawndale on Charles B. Hopper Park, a new one acre park designed and built on a former California Department of Transportation property within the City of Lawndale.

DVD's team welcomed community input at a number of outreach gatherings to design creative and interactive play areas and inviting green spaces for both projects.

I would highly recommend David Volz Design to any agency. My contact information is listed below. Please contact me for further comments in support of this firm.

Sincerely,

Mike Estes
Director of Community Services
City of Lawndale
(310) 973-3272
mestes@lawndalecity.org

"DVD's team welcomed community input at a number of outreach gatherings to design creative and interactive play areas and inviting green spaces for both projects."



February 9, 2023

RE: Recommendation in Support of David Volz Design Landscape Architects, Inc.

To Whom It May Concern:

The City of Norwalk has collaborated with David Volz Design on several important park development projects. The recently completed concept design for Hermosillo Park was submitted to the State of California for a Proposition 68 grant, and the City has been awarded \$8.5 million to build a new community center, park amenities, parking lot, lighting and landscaping. DVD and their team were instrumental in the success of securing the grant for this project. The design was creative and utilized the entire park site to provide a variety of areas for sports, leisure and community gatherings.

I would highly recommend to any agency the firm of David Volz Design. My contact information is listed below. Please contact me for further comments in support of this firm.

Sincerely,

Christine Roberto
Public Services Manager
crobarto@norwalkca.gov
(562) 929-5708

"DVD and their team were instrumental in the success of securing the grant for this project."



Steve Costley
Director of Parks & Recreation

City of South Gate
Parks & Recreation Department

WWW.CITYOFSOUTHGATE.ORG

Parks Make Life Better!

February 1, 2023

RE: Recommendation in Support of David Volz Design Landscape Architects, Inc.

To Whom It May Concern:

David Volz and his team at David Volz Design have provided superior service to the City of South Gate on a variety of projects to improve our parks over the last twelve years. From Master Planning and Community Outreach to whole park renovations, providing creative, sustainable and usable designs that enhance our community and excite our park goers, David Volz Design has consistently met all expectations.

Please feel free to contact me if you have any specific questions or would like additional information. We have had nothing but the best experiences with DVD and would enthusiastically recommend them to anyone looking for a top-quality landscape design firm for your public project.

Sincerely,

Steve Costley,
Director of Parks & Recreation
323-563-5494
scostley@sogate.org

"From Master Planning and Community Outreach to providing creative, sustainable and usable designs that enhance our community and excite our park goers, David Volz Design has consistently met all expectations."



September 17, 2019

TOM HANSEN
Mayor
DARYL HOFMEYER
Vice Mayor
LAURIE GUILLEN
Councilmember
PEGGY LEMONS
Councilmember
BRENDA OLMO
Councilmember

RE: Recommendation in Support of David Volz Design, Landscape Architects, Inc.

To Whom It May Concern:

The City of Paramount collaborated with David Volz Design on several important park development projects, including recently completed conceptual park design documents for three of our parks, as well as a conceptual design for proposed park amenities utilizing Southern California Edison (SCE)'s right of way land.

The DVD's team welcomed community input at outreach gatherings to design creative, interactive play areas, and inviting green spaces.

DVD has always provided the City of Paramount with high quality professional service and I would highly recommend David Volz Design to any agency. My contact information is listed below. Please contact me for further comments in support of this firm at 562-220-2100.

CITY OF PARAMOUNT

Adriana Figueroa
Public Works Director

"DVD has always provided the City of Paramount with high quality professional service and I would highly recommend David Volz Design to any agency."





August 26, 2019

David J. Sawyer
Mayor
Rigoberto A. Ramirez
Mayor Pro Tem
Carol Warren
Council Member
Gary Taylor
Council Member
Hing Alys Van
Council Member
Jared Hildenbrand
City Manager

RE: Recommendation in Support of David Volz Design Landscape Architects, Inc.

To Whom It May Concern:

The City of Stanton has commissioned David Volz Design to provide services on several park design projects. These services have included community-based design process, presentations to commissions and council and creative solutions that have addressed many community needs. Stanton Central Park is an outstanding DVD designed park. The park has received accolades from the community and design awards from APWA and California Park and Recreation Society. DVD also designed Harry M. Dotson Park which also received design awards from APWA.

Should additional information be required, please call me at the city number. I recommend David Volz Design to any agency looking for creative and professional landscape architectural services.

Sincerely,

Allan Rigg
Director of Public Works
(714) 379-9222 ext. 203

“Stanton Central park is an outstanding DVD designed park. The park has received accolades from the community and design awards from APWA and California Park and Recreation Society. DVD also designed Harry M. Dotson Park which also received awards from APWA.”

MAYOR
Vicente Sarmiento
MAYOR PRO TEM
Phil Bacerra
COUNCILMEMBERS
Jonathan Ryan Hernandez
Jessica Lopez
Nelsa Mendoza
David Penaloza
Thai Viet Phan



CITY MANAGER
Kristine Ridge
CITY ATTORNEY
Sonia R. Carvalho
CLERK OF THE COUNCIL

CITY OF SANTA ANA

PUBLIC WORKS AGENCY
20 Civic Center Plaza • P.O. Box 1988
Santa Ana, California 92702
www.santa-ana.org

February 3, 2023

RE: Recommendation of David Volz Design Landscape Architects, Inc.

To Whom It May Concern:

David Volz Design has provided high quality design and consulting services to the City of Santa Ana for many years. They have provided park planning, provided leadership at public outreach meetings, provided creative park design, developed construction documents and provided construction period services on several park projects.

Most notably is the recent Santiago Park Gas House Area Development project, of which David and his team have been a part of from the very beginning. They provided concept design, led community outreach efforts, developed contract documents and are now providing construction support. The project will be completed this spring and is an award winner. We are very excited and are appreciative of the great working relationship we had together, and the expertise they brought to the table.

DVD has always provided the City of Santa Ana with high quality professional service for these projects and many others. I highly recommend David Volz Design to your agency.

Sincerely,

Suzi Furjanic
Associate Park Planner
sfurjanic@santa-ana.org

CITY OF SAN MATEO
Parks and Recreation Department



101 WEST BIRD AVE. #200
SAN MATEO, CALIFORNIA 94403-0020
TELEPHONE: (650) 222-1100
FAX: (650) 222-1991

“We selected David Volz Design because they have created many award winning unique park designs for other public agencies.”

August 2, 2017

To whom it may concern:

The City of San Mateo is currently working with David Volz Design to provide preliminary design documents for our Borel Park site. They have developed two very creative and innovative design concepts for our newest neighborhood park. We selected David Volz Design because they have created many award winning unique park designs for other public agencies. Most of their park and public agency projects are very well thought out and incorporate history, culture, and art to support a strong theme. All of the components of the design such as site furnishings, paving materials, and the plant selection all work together to support the design concept. David Volz Design does a great job creating attractive and functional public spaces with high recreation value.

Having worked with David Volz Design on several projects at different agencies, I have always found them easy to work with professional and the public appreciates the skills and commitment. I strongly recommend David Volz Design to any public agency seeking creative and professional landscape architectural services.

Greg Meek
Park Planning Administrator
(650) 522-7544
gmeek@cityofsanmateo.org

SANTA ANA CITY COUNCIL

Mayor: Vicente Sarmiento
Mayor Pro Tem: Phil Bacerra
Council Members: Jonathan Ryan Hernandez, Jessica Lopez, Nelsa Mendoza, David Penaloza, Thai Viet Phan
City Manager: Kristine Ridge
City Attorney: Sonia R. Carvalho
Clerk of the Council: [Name]

“DVD has always provided the City of Santa Ana with high quality professional services for these project and many others.”





HIRSCH & ASSOCIATES, INC.

LANDSCAPE ARCHITECTURE & PLANNING

ORIGINAL



**PROPOSAL- BAROLDI SYCAMORE PARK
CITY OF CYPRESS, CA.**



*Creating Award Winning Parks & Recreational
Facilities Since 1988*

2221 E. Winston Road, Suite A, Anaheim, CA 92806-5540
Phone 714.776.4340 Fax 714.776.4395 www.hailandarch.com RLA #5567



HIRSCH & ASSOCIATES, INC.
LANDSCAPE ARCHITECTURE & PLANNING

City of Cypress
Mr. Jeff Draper
Recreation & Community Services Director
5700 Orange Ave.
Cypress, Ca. 90630

2-20-26

Proposal – Community Outreach and Design for the Expansion of Baroldi Sycamore Park

Dear Mr. Draper,

Hirsch & Associates, Inc. (HAI) has creative and extensive experience in all aspects of design required to lead this project and is pleased to present our proposal. Our diverse project experience shall provide a complete and successful delivery of the Master Plan and ultimately construction. HAI has a firm understanding of project needs based on our past experience, site review with renovations. I will provide personal service and attention to the City of Cypress and will have direct and continuous responsibility in all matters dealing with planning and design as well as direct our in-house design staff, sub consultants and attend project meetings. Our project team has been selected to meet the needs of the project; we have a long history of working with these companies who provide expert design services in their fields of expertise.

We are uniquely qualified having;

- Previously provided community outreach and design services for the award winning Mackay Park within the City of Cypress.
- Project recognition by the California Park and Recreation Society in being presented (3) Special Award of Excellence, (10) Environmental Planning Awards, (3) APWA Project of the Year Awards, Southern California Chapter and (5) Awards of Merit for park planning and design.
- Design and development of over (150) municipal parks throughout California.
- Expert understanding of the latest in design standards with respect to park design, sustainable attributes, storm water retention/infiltration, site grading and drainage and Water Efficiency Landscape requirements.
- Expert understanding of the “Americans with Disabilities Act”, California Title 24, California Building Code and experience with how they apply to public facilities.

My contact information is: chuck@hailandarch.com, 714.776.4340 x108. I shall be the contract point of contact and am duly authorized to bind HAI contractually with the City. HAI shall comply with the City Standard Agreement. HAI and our team shall deliver an inspired approach to the design of this important project which shall be our highest priority.

Thank you

Charles Foley, President
CA RLA#5567, ASLA

STATEMENT OF QUALIFICATIONS

PROJECT DIVERSITY

Parks & Recreation

Regional Parks
Community Parks
Neighborhood Parks
Sports Facilities
Special Use Facilities
Mini Parks
Universally Accessible Children's Play Areas

Municipal

Civic Centers
Redevelopment Projects
Landscape Standards & Guidelines
Landscape Plan Check Services
Public Plazas & Fountains

Institutional

School & Campuses
Correctional Facilities
Justice & Police Facilities
Hospital Landscape Planning & Design

Commercial

Commercial Power Centers
Office & Business Parks

Specialty

Fountains
Water Features
Memorials

Residential

Planned Communities
Single Family Housing
Model Homes
Apartment Complexes

Transportation

Streetscapes
Freeway Landscape Design
City Monuments
Project Monuments

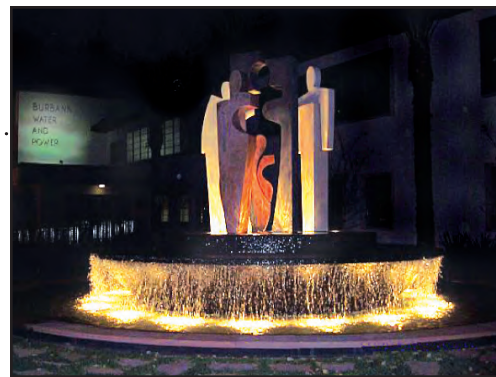
Firm Description

Hirsch & Associates, Inc. established in 1977 and incorporated in 1988 is a leading landscape architectural and multi-discipline firm created to serve as a knowledgeable and valuable resource to public agencies and private developers. Our goal is to maintain balance between design and economics by furnishing client oriented services tailored to meet the needs of individual projects in a creative, innovative, sustainable and cost effective manner.

The knowledge gained on a wide range of projects allows the professional staff of Hirsch & Associates, Inc. to provide each client with the experience and understanding of the decision making process, design parameters, construction standards, water conservation requirements and current maintenance practices. This experience equates to well-conceived projects that exceed expectations.

Business Data

330299754 EIN
California C Corporation



Department of Water & Power Fountain,
City of Burbank



McCambridge Park,
City of Burbank



Yorba Linda Towne Center,
City of Yorba Linda



SERVICES

LANDSCAPE ARCHITECTURE

Capabilities

In the capacity of primary consultant or development team member, our professional staff and affiliates are capable of providing complete landscape architecture, planning and engineering services.

Services

Park Master Planning
Feasibility Studies
Conceptual Studies
Community Outreach
Community Workshops
Sustainable Site Planning
Construction Documents
Project Management
Construction Administration
Low Impact Development
Water Harvesting
Irrigation Design (AB 1881)
Water Auditing
Water Budgeting
Water Consumption Reporting
Recycled Water Irrigation Design
ADA Compliance

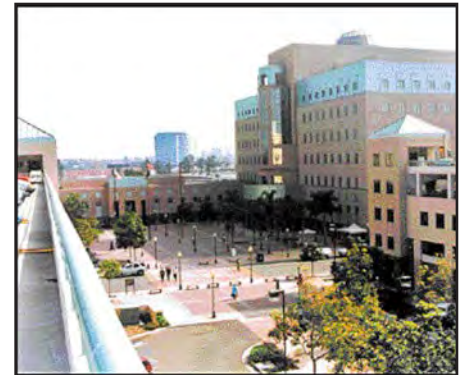
Approach

Through our strong commitment to professional integrity and personal service, Hirsch & Associates, Inc. is dedicated to providing the comprehensive services necessary to achieve a final project from conceptualization through completion of construction. Our innovation and employment of advanced technologies, proven multi-discipline approach and demonstrated success of each project support this commitment.

Hirsch & Associates, Inc. understands the many and varied responsibilities and pressures placed upon our clients through the design and development process. Accurate design and quick response from highly qualified professional staff members is hallmark to the services we provide.



Cerritos Towne Center,
City of Cerritos



Betty Lou Lamoreaux Juvenile Justice &
Family Probate Facility, County of Orange



Plaza Park,
City of Fullerton



Glendale Sports Complex,
City of Glendale

SERVICES

CONTINUED

Philosophy

Planning, designing and building a project to meet today's needs is an all encompassing challenge. The practice of landscape architecture has become an integrated team effort, carefully considering the needs and desires of the people who live, work and play within the projects we design. As landscape architects and planners, we have a responsibility to the general public to create the best possible environment. The knowledge to design this environment is obtained from two sources, our past experience; which help us provide practical and timely designs within budget restraints, and our vision of the future; which gives our designs life and meaning that will grow beyond the present.

Affiliates Services

Architecture

Community Buildings
Gymnasiums
Restroom Buildings

Administration Buildings
Picnic Shelters
Concession Buildings

Engineering

Civil
Structural
Environmental

Electrical
Mechanical

Construction Administration

Constructability Review
Entitlement Processing
Project Management

Construction Management
Value Engineering
Construction Inspections

Insurance Information

Hirsch & Associates, Inc. maintains the following insurance coverage limits may be increased upon request:

General & Automobile Liability

Travelers

Limit: \$2 Million & \$4 Million Aggregate

Professional Liability

Aspen American

Limit: \$2 Million

Worker's Compensation

Travelers

Limit: \$1 Million



Fairmount Park,
City of Riverside



Janss Plaza Renovation,
University of California, Los Angeles



Central Park,
City of La Palma

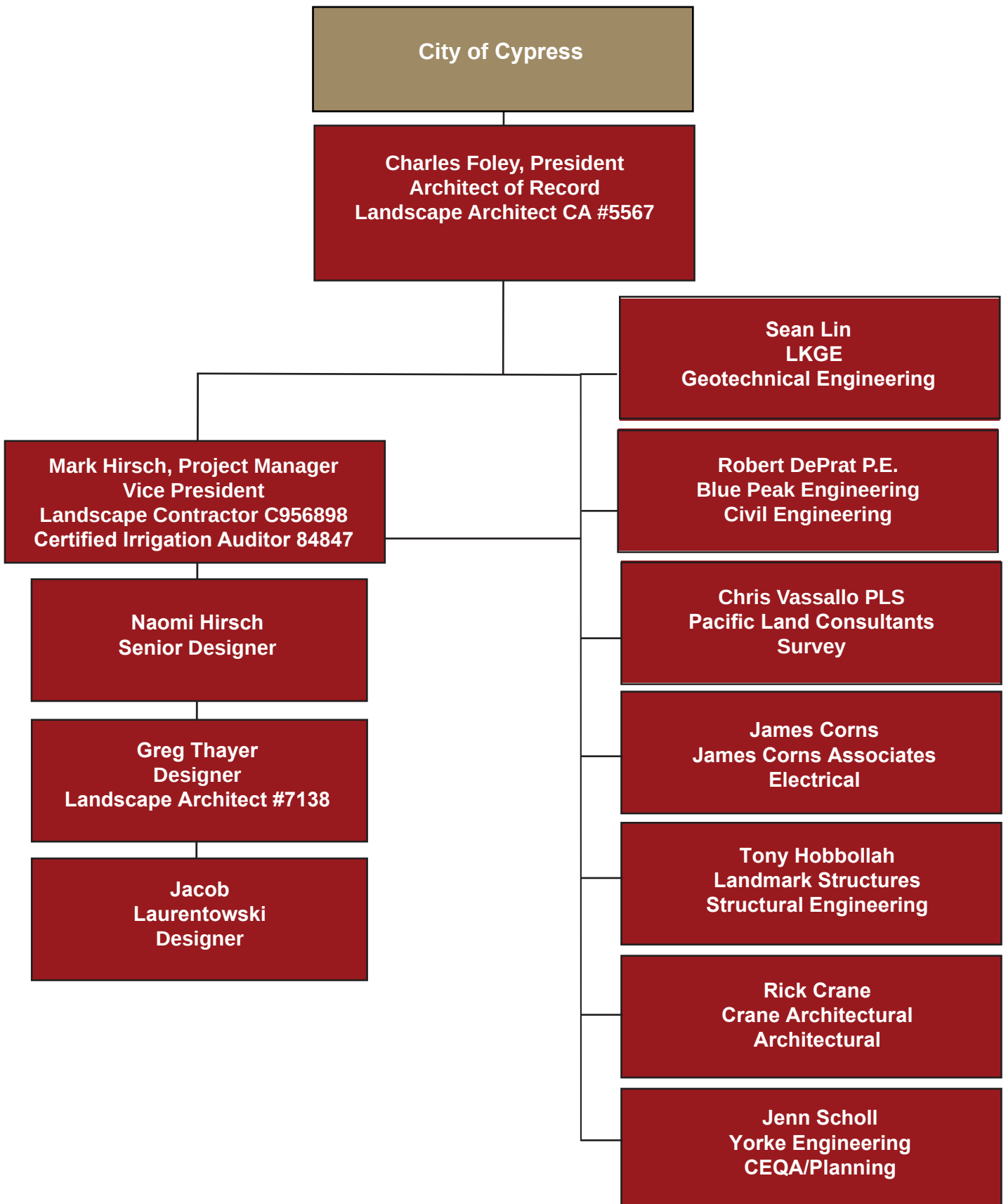


Louis A. Pompei Memorial Park,
City of Glendora



HIRSCH & ASSOCIATES, INC.
LANDSCAPE ARCHITECTURE & PLANNING

Organizational Chart



CHARLES E. FOLEY, ASLA

PRESIDENT

CHIEF EXECUTIVE OFFICER

Education

Landscape Architecture, BS
California State Polytechnic University,
Pomona, California

Registration

Licensed Landscape Architect, California #5567
Licensed Landscape Architect, Nevada #948

Experience

Mr. Foley has over 25 years of professional Landscape Architectural and Planning design experience. He has been the Principal in Charge of a wide variety of public park, streetscape, school districts and private development projects. The projects include renovation of existing parks as well as development of new facilities, Brownfield and Landfill sites, Habitat Restoration, irrigation renovation and water efficiency/reduction efforts. As Principal in Charge of each project, he oversees all aspects of development including the public input process from stakeholders, interaction with commissions and council, administers quality control of HAI staff and sub consultants during the design process as well as integral involvement during the construction process. His early field experience in construction prior to becoming a design professional serves clients well with knowledge related to site work and all aspects of park development. The culmination of this experience has served his clients well with creative projects meeting the needs of the stakeholders, completed on time and within budget. Many completed projects he has managed have been awarded merit by the California Park and Recreation Society (CPRS) as well as the American Public Works Association (APWA). With or without rewards, the completely projects have become treasured assets of communities they serve.

Professional Responsibilities

Project Management
Client Contact & Development
Project Production
Construction Document Preparation
Construction Support
Community Workshops
Public Meetings
Presentations

Affiliations

American Society of Landscape Architects (ASLA)
ASLA Mentor
California Park & Recreation Society



Rotary Centennial Park,
City of Long Beach



Mackay Park,
City of Cypress



Long Beach Bike & Pedestrian Trail,
City of Long Beach



Cesar Chavez Park,
City of Pomona



MARK A. L. HIRSCH
LANDSCAPE CONTRACTOR, CLIA
VICE PRESIDENT

Education

Construction Technology
College of the Redwoods, Eureka CA
Horticulture,
Fullerton College, Fullerton CA

Registration

Licensed Landscape Contractor (C-27) CA #956898
Certified Landscape Irrigation Designer and Auditor, CLIA
#84847

Experience

Mr. Hirsch has 34 years of experience in the landscape design and construction industry. Before joining Hirsch & Associates, Inc. 1998, Mr. Hirsch obtained ten years experience working for a General Contractor, installing all aspects of landscape construction.

Mr. Hirsch has continued to increase his capacity at HAI, starting from draftsman to his current title of Vice President. Accomplishments during his professional career including Autodesk/AutoCAD certification, certified irrigation designer and certified water auditor. Mr. Hirsch is a licensed landscape contractor in the State of California.

Professional Responsibilities

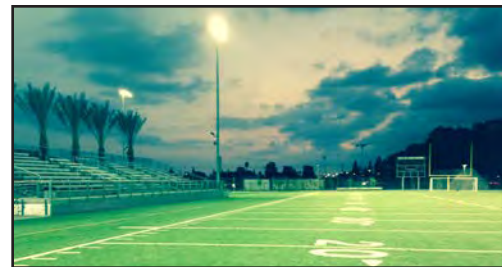
Project Management
Construction Management
Construction Support
Water Audits
Water Management
Irrigation Consultation
Presentations
Community Workshops
Conceptual Design Preparation
Construction Document Preparation

Affiliations

IA Irrigation Association
California Landscape Contractor Association
California Park & Recreation Society
Wildlife Conservation Society



Rio Vista Park
Pico Rivera, CA



Smith Park
Pico Rivera, CA



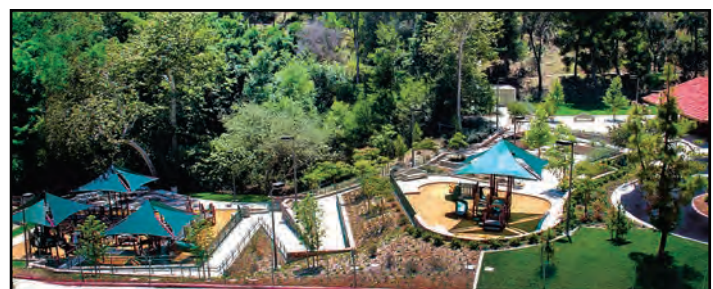
Mackay Park,
Cypress, CA



Louis A. Pompei Memorial Park,
City of Glendora, CA



Janss Plaza Historic Renovation,
UCLA Los Angeles, CA



Sycamore Canyon Park,
Diamond Bar, CA



HIRSCH & ASSOCIATES, INC.
LANDSCAPE ARCHITECTURE & PLANNING

NAOMI J. HIRSCH

Senior DESIGNER

Education

Landscape Architecture, BS
California State Polytechnic University,
Pomona, California

Registration

Ms. Hirsch is currently in the process of completing the Landscape Architect's Registration Exam (LARE).

Experience

Mrs. Hirsch joined Hirsch & Associates, Inc. in 1998 with 7 years of experience in the nursery industry. Her knowledge of plant material is just one aspect that has served well in the development of numerous projects ranging from Master Plans to the design of Park and Recreation Facilities, Schools, Commercial Centers & Streetscape Beautification. Ms. Hirsch has also served a role in developing construction documents for specialized designs including Memorials, Water Features, Historical Presentations as well as projects seeking LEED Certification.

Professional Responsibilities

Project Management
Client Contact & Development
Subconsultant Coordination
Rendering
Project Production
Construction Document Preparation
Construction Support



Countryside Marketplace
Menifee, CA



Skydive Baseball Park
City of Perris, CA



Richman Park
Fullerton, CA

GREGORY M. THAYER

DESIGNER

Education

Landscape Architecture, BS
California State Polytechnic University,
Pomona, California

Ornamental Horticulture, AS
Cuyamaca College
El Cajon, CA

Registration

Registered California Landscape Architect #7138

Experience

Mr. Thayer joined Hirsch & Associates, Inc. 2022 with ten years of prior experience in the green industry, Mr. Thayer's knowledge of local plant material, irrigation, and construction processes plays an integral role in ensuring his design solutions meet client requirements while being sustainable. Mr. Thayer has also demonstrated leadership in the design studio, where as Senior Designer, he manages all aspects of project production from conceptual design through construction administration phases. Mr.

Thayer has worked on a variety of design projects including destination playgrounds and park renovations, commercial centers, multi-family residential, habitat restoration, trail design, streetscapes, and logistics centers.

Professional Responsibilities

Design Lead
Client Contact & Development
Subconsultant Coordination
Rendering
Project Production
Construction Document Preparation
Construction Support



Ramona Park
Long Beach, CA



Jonathan and Chamberlaine Park
Adelanto, CA



Silverado Park
Long Beach, CA

JACOB LAURENTOWSKI

Designer

Education

Landscape Architecture, BS
California State Polytechnic University,
Pomona, California

Experience

Mr. Laurentowski joined Hirsch & Associates, Inc. in 2022 while finishing the last year of his BS at Cal Poly Pomona. Upon graduation in 2023, he has been a full-time employee, working diligently to gain experience and expand his repertoire. Since then, he has successfully worked with clients and sub consultants to move projects from conceptualization to construction documentation. While Mr. Laurentowski has spent much of his time in the municipal sphere, heading various park and playground renovations, he has worked on a diversity of projects including: sports fields, commercial retail centers, large-scale habitat irrigation, gateway monument signs, and municipal studies.

Professional Responsibilities

Conceptual Design
Construction Document Preparation
Project Production
Graphic Design/Rendering
Community Outreach/Public Meetings
Client & Subconsultant Contact

Affiliations

American Society of Landscape Architects (ASLA)



Labourdette Park Renovation
City of Los Alamitos, CA



Jaycee Parkette Renovation Concept
City of Placentia, CA



Russel C. Paris Playground Renovation Concept
City of Westminster, CA



Hilda L. Solis Park Renovation Concept
City of Baldwin Park, CA



REFERENCES

Ms. Marilyn Surakus,
Bureau Manager, Public Works
City of Long Beach
411W. Ocean Blvd.
Long Beach, CA 90802
(562) 570-5793
marilyn.surakus@longbeach.gov

Mr. Tuan Pham
Public Works
City of Westminster
8200 Westminster Blvd.
Westminster, 92683
(714) 585-1790
tpham@westminster-ca.gov

Mr. Manny Carrillo
City Manager
City of Baldwin Park
4100 Baldwin Park Blvd.
Baldwin Park, CA 91706
(626) 813-5204
mcarrillo@baldwinparkca.gov

Mr. Raul Martinez, Superintendent of Parks
& Maintenance
City of Long Beach
7600 E. Spring St. Bldg C
Long Beach, CA 90815
(562) 570-4895
raul.martinezjr@longbeach.gov

Mr. Ron Noda
Assistant City Manager
City of Los Alamitos
3191 Katella Ave.
Los Alamitos, Ca. 90720
(562) 431-3538
rnoda@cityoflosalamitos.org



Proposed Sub Consultant Project Team

Pacific Land Consultants
Rolling Hills Estates, CA 90274
310-544-8689
Chris Vassallo PLS
plscal@msn.com
PLS 8418 - Licensed Land Surveyor in the State of California
Certificate in GIS/GPS Analysis & Mapping.
Member of CLSA - California Land Surveyors Association.



Pacific Land Consultants, Inc. has proudly served the Los Angeles and Orange County area for over 30 years, delivering dependable, high-quality land surveying services. We provide a full range of professional survey services, including:

- Construction staking
- ALTA/NSPS Land Title Surveys
- Topographic surveys
- Aerial layout
- Advanced GPS surveying

Our two fully equipped field crews utilize the latest technology, allowing continuous communication with our office. With AutoCAD capabilities in the field and secure digital connectivity, we can transmit data and updates in real time to ensure accuracy and efficiency throughout every project.

Our team brings decades of experience to every job. Our crew chiefs collectively have over 30 years of hands-on field experience, enabling them to confidently evaluate boundary determinations, address construction changes, and resolve unforeseen site conditions as they arise

Robert DePrat, P.E.
1853 Yorba Linda Bl#235
Yorba Linda, Ca. 92886
714-749-3077
rdeprat@bluepeakeng.com
Registered Civil Engineer, California #60482
Registered Civil Engineer, Arizona #61201
Registered Civil Engineer, Oregon #89638
Registered Civil Engineer, Nevada #25554
Registered Civil Engineer, New Mexico #22935
Qualified SWPPP Developer (QSD), #20592
Bachelor of Science, Civil Engineering, UC Irvine
M.B.A. UC Irvine



Professional Experience

Mr. DePrat has over 20 years of professional civil engineering experience serving clients throughout California in a wide range of public park and private development projects. Blue Peak Engineering has provided civil engineering services to HAI throughout its history including sports parks, roadway design and recreation facilities. Along with his depth of experience, Mr. DePrat's success attributes to his dedication to customer service and maintaining valuable working relationships among clients, contractors and jurisdictionally agencies.

FIRM INFORMATION:

CRANE ARCHITECTURAL GROUP
110 E Wilshire Ave #300 Fullerton, Ca. 92832
Phone: 714-525-0363
Fax: 714-525-9826
Richard J. Crane Jr., AIA
Principal Architect
Phone: 714-525-0363
rcrane@cranearchitecturalgrp.com

**FIRM DESCRIPTION:**

Crane Architectural Group is a full-service architectural and planning firm that specializes in Park and Recreation projects. For more than two decades, Richard J. Crane, Jr., AIA, has designed projects that fully and effectively meet the needs of community and governmental agencies. At Crane Architectural Group we align that experience with a range of fresh approaches provided by a team of qualified professionals. Result: Design Excellence.

Crane Architectural Group provides full service architecture and planning services which include land planning, site analysis, programming, feasibility studies, ADA Studies, construction cost estimating, building design, construction documents, governmental processing, projects bidding & negotiation and construction contract administration & observation.

CRANE ARCHITECTURAL GROUP KEY PERSONNEL PRINCIPAL ARCHITECT

Richard J. Crane Jr.

Number of years with firm: 31

Percentage involvement: 10%

Individual experience: Mr. Crane has designed many recreational and commercial projects; in addition, he has directed the design and planning of community centers, outdoor amphitheaters, senior centers, sports complexes, and office buildings. His comprehensive background in design and planning serves as the outstanding element in our architectural team. Committed to participating in civic and professional organizations, Crane Architectural Group is or has been active in the City of Fullerton's Planning Commission, Design Review Committee, the American Institute of Architects, the International Conference of Building Officials, and the National Trust for Historic Preservation, the American Planning Association, Fullerton Heritage, the Rotary Club of Fullerton and the Pacific Auditorium Board of Directors.

CRANE ARCHITECTURAL GROUP KEY PERSONNEL PROJECT ARCHITECT

Mark Blumer

Number of years with firm: 29

Percentage involvement: 40%

Individual experience: Following his graduation from U.C. Berkeley, Mr. Blumer entered the employment of Belair-Crane Design Group, where he was responsible for design work and construction document preparation.

Mr. Blumer has been with the firm of Crane Architectural Group since its inception. There, his duties have encompassed the spectrum of architectural practice, bringing projects from initial design to the final construction document phase. These projects have ranged from community centers, senior centers and sports complexes projects, as well as historic preservation projects.

CRANE ARCHITECTURAL GROUP KEY PERSONNEL PROJECT MANAGER

Steve Kalthoff

Number of years with firm: 28

Percentage involvement: 50%

Individual experience: After graduating from Cal Poly Pomona's Architecture Program, Mr. Kalthoff entered the employment of Crane Architectural Group. His duties have included the entire range of architectural practice, but especially the construction document phase. He has vast experience working with City personnel, construction teams, and regulatory agencies.

He has worked on many types of projects, including park and recreation, commercial and industrial; and custom residential projects.

Yorke Engineering, LLC (Yorke) was founded in 1996 to provide professional environmental and CEQA services to government and industry clients throughout California. We have offices in Orange, Riverside, Los Angeles, San Diego, Santa Barbara, Ventura, Fresno, Merced, and Alameda Counties. Since our founding, we have served over 2,250 clients, including architectural firms, general contractors, cities, counties, real estate developers, power generators, industrial processing firms, petroleum facilities, hospitals, landfill operators, recycling plants, and special districts, with environmental support. Yorke has developed extensive knowledge of California environmental planning regulations for municipalities throughout southern California as well as expertise in addressing complex air quality, land use permitting and CEQA issues.

Yorke staff have developed numerous Initial Studies (ISs), Negative Declarations (NDs), Mitigated NDs (MNDs), Addendums, and sections of Environmental Impact Reports (EIRs) and Categorical Exemption (CatEx) Justification Memorandums for projects including community parks. We specialize in completing air quality, greenhouse gas (GHG) emissions, odor, energy, noise, and hazardous materials releases impact assessments and technical reports for CEQA documents. In addition to stationary source projects, Yorke has completed CEQA impact assessments for a wide variety of commercial, industrial and institutional land use projects, such as neighborhood parks, residential and office buildings, light industrial and warehouse buildings, retail shops and stores, service stations, medical centers, hospitals, assisted living facilities, and churches and community assembly facilities. A few of these projects are listed in Table 1 below.

For more information on Yorke, please visit our website at www.YorkeEngr.com.

Jenn Scholl, Principal Scientist (B.A., Environmental Studies and Political Science) – Project Manager

Ms. Jenn Scholl has spent than 35 years supporting the preparation of hundreds of CEQA/National Environmental Policy Act (NEPA)-compliant documents for recreational, industrial, commercial, public and private infrastructure, resort, habitat restoration, and surface water management. She has worked on municipal projects throughout California and has been a third-party CEQA contractor for local jurisdictions. A career highlight was serving as the Jurisdictional Coordinator/Program Manager for preparation of three EIRs and the Ellwood-Devereux Open Space and Habitat Management Plan for residential development and coastal open space/habitat preservation for the County, the City, and UCSB. In this role, she facilitated joint-agency meetings and provided technical support, including participating in 47 City Planning Commission/City Council meetings. In addition to working as a Planner for the County, she also served as the Ventura County Planning Manager for commercial and industrial projects, where she managed environmental review and application processing. For the last three years, she has been supporting the completion of the EIR for the Wicklow Way Specific Plan as a third-party contractor to Amador County, further demonstrating her knowledge of local agency permit processing and environmental review. At Yorke, she lends her multidisciplinary CEQA expertise to industrial, commercial, and residential projects assisting clients with navigating local agency land use permitting and preparing CEQA documentation.

Tina Darjanzanie, Senior Engineer (M.S., Environmental Engineering) – CEQA Analysis Technical Lead

Ms. Tina Darjanzanie is currently a Senior Engineer at Yorke with 13 years of experience, specializing in environmental compliance. Ms. Darjanzanie has experience in the preparation of air quality, GHG, and noise studies supporting CEQA analyses. She has worked directly with local, State, and federal agencies to obtain permits and approvals. Ms. Darjanzanie has evaluated short-term construction and long-term operational impacts for residential, commercial, and industrial land uses in California. She is currently preparing an IS/MND for a solids handling improvement project at GSD, including the incorporation of biological, cultural, and geotechnical reports prepared by other consultants. Ms. Darjanzanie has strong communication, project management, and analytical skills and a great depth of knowledge in environmental laws and regulations. Ms. Darjanzanie will serve as technical lead and provide senior technical support for preparing the CEQA document.



8048 Palm Ave
Highland, CA
92346

Phone: (909) 864-0223
Fax: (909) 864-0280

JCA Engineering Inc. is dedicated to provide efficiently innovative architectural lighting design services, and state-of-the-art electrical engineering. Projects successfully completed within the last year represent total construction values exceeding thirty million dollars. Those projects encompassed new and renovated educational facilities, efficient public works facilities, religious facilities, active and passive recreational sites, sports complexes, arenas and streetscapes for community revitalization. The principals of this growing design firm offer more than 65 combined years of experience in electrical systems engineering.

JCA offers comprehensive experience in government, public works, federal, religious, business, institutional, private and educational facilities electrical system requirements and construction. In addition, JCA provides design expertise in fire alarm, electronic communications, intrusion alarm and video distribution systems.

JCA also has large amount of experience in lighting design and distribution for streetscapes, sports parks, median improvements, passive parks, tract housing entries and condominium site lighting.

The firm is a certified small business firm and has complete general liability, workman compensation, automotive and errors/omissions Insurance coverage.

Our goal is not limited to the design of the projects only, but includes the incorporation of value engineering and constructability review. Through the examination of specific design alternatives, we will identify the most cost-effective project alternative that meets design requirements and will provide for the greatest opportunity for expedited construction, which allows us to consistently deliver projects that use public resources in a very wise and responsible manner.

In conclusion *JCA Engineering Inc.* believes the most important reason for selecting our firm for the projects is the personalization and care our company will provide to the owner in order to design an efficient yet attractive electrical engineering design.

JAMES CORNS
President/Principal

Mr. Corns is a Principal/Project Manager for a majority of the projects. His duties include meetings, site visits, design of Electrical Construction documents and construction support. He also over sees all office activities and reviews all projects.

Joseph J. Rogowicz P.E. # E-11795
Electrical Engineer/Principal

Electrical Eng/Principal Mr. Rogowicz is a Principal in the firm and is the firm's Electrical Engineer. Mr. Rogowicz duties include all specialty projects of complex nature, supervision of all Electrical Construction documents, review of all Electrical Construction documents, and wet stamp/sign drawings with certified California Professional Electrical Engineering License.

LK Geotechnical Engineering, Inc.
10120 National Boulevard, Los Angeles, CA 90034
Engineer: 626.328.4346; Geologist: 310.866.8977



COMPANY PROFILE:

LK Geotechnical Engineering, Inc. (LKGE) was founded by two experienced professionals, Dr. Sean Lin and Mr. Mark Kruger in Los Angeles, California. Our services include geotechnical and geological consultation, geotechnical investigation, soil infiltration study for storm water management, laboratory soil testing, field geotechnical inspection, soil compaction testing, and deputy grading inspection in the Greater Los Angeles area.

Dr. Lin is a California licensed Geotechnical Engineer (G.E.) who has extensive geotechnical knowledge, including soil mechanics, foundation analysis and constructability, geotechnical site stability evaluation, and advanced seismic hazard analysis. In addition, Dr. Lin was an adjunct professor teaching classes in advanced foundation and geotechnical earthquake engineering at California State University, Los Angeles.

Mr. Kruger is a California licensed Engineering Geologist (C.E.G.) who has been practicing geological investigation and geotechnical inspection since 1997. His professional specialty includes geological hazard evaluation, hillside geological mapping, groundwater mitigations, earthquake fault study, and construction consultation and inspection.

Our goal is to provide the straight-forward professional services that our clients can count on. Our company's aim is to deliver quality services in a timely manner, to keep our client well-informed, and to resolve engineering problems in a logically cost-effective way.

Our geotechnical consulting experience includes residential and commercial development, offices and warehouses, schools and colleges, health facilities, and municipal public work projects. The following is a selected list of our project experience:

2600 E. Pacific Coast Highway, #170
Long Beach, CA 90804
562-498-9166



Landmark Structures Inc.
Structural Engineers

Mr. Hoballah has over 26 years of Structural Engineering design experience. As a Civil, Structural Engineer has successfully completed numerous projects ranging from low to medium-rise structures in concrete, masonry, wood, Steel and light-gage materials. In addition to his design skills, Mr. Hoballah is involved in the construction project administration and field work. He has experience in coordinating work with contractors and municipalities in both the private and public sectors. LSI has designed footings, walls, bridges for HAI and a team member of projects for over 8 years.

Tony Hoballah, P.E., S.E.

Principal Engineer

Education & Registrations

University of Southern California, Bachelor of Science, 1984

Cal Poly Pomona, Masters of Engineering with Structural Emphasis, 1986 Professional Engineer,
California C42264

Structural Engineer, California (S4124)

State of Georgia Professional Engineer #PE012044



Project Understanding

The expansion of Baroldi Sycamore Park presents a rare opportunity to thoughtfully enhance a valued neighborhood asset while preserving its intimate, family-oriented character. The City's acquisition of the adjacent 39,000 SF parcel allows the park to expand, creating new possibilities for passive and active recreation, improved accessibility, sustainable infrastructure, and enhanced community programming.

We understand the City's priorities include:

- A meaningful and transparent community outreach process
- Creative yet practical design alternatives
- Sensitive integration with adjacent residential properties
- Evaluation of the existing on-site residence for repurpose into a programmable public building
- Realistic cost estimating aligned with FY 2026–27 construction funding
- Delivery of complete, coordinated, and buildable construction documents

Our approach balances vision, fiscal responsibility, technical rigor, and public engagement.

Project Management & Coordination

We assign a dedicated Project Manager as the City's single point of contact, ensuring clear communication and efficient coordination with Recreation and Public Works staff.

Our management framework includes:

- Defined milestones at 30%, 60%, 90%, and 100% PS&E
- Internal quality control reviews at each submittal
- Ongoing schedule tracking and updates
- Early identification of risks related to budget, utilities, or environmental constraints
- Structured coordination with architect, civil, geotechnical, environmental, and utility consultants

We emphasize proactive issue resolution to minimize redesign and prevent downstream change orders

Basic Services

HAI, Hirsch & Associates, Inc. (HAI) shall perform all necessary professional landscape architectural and engineering services in a timely and professional manner, consistent with the accepted standards of the profession. All services shall be conducted with due care, skill, and diligence to meet project objectives and regulatory requirements

City-Provided Information

The City shall provide all available existing documentation related to the Project, which may include:

- Existing utility locations and depths
- Right-of-way limits
- Easement documentation
- List of agencies having jurisdiction over the Project and designated contact persons
- Street improvement plans
- Storm drain plans



HAI will make a good-faith effort to review and verify the accuracy of the information provided. Such information will be utilized in the preparation of final working drawings and technical specifications

Communication and Coordination

HAI shall participate in consultations and conferences with City staff and other agencies having jurisdiction over the Project as necessary to facilitate project completion. Coordination shall continue throughout the duration of the Project.

Communication methods may include:

- Email correspondence
- Telephone calls
- Virtual meetings (Zoom, Microsoft Teams, or similar platforms)
- In-person meetings at City Hall and/or the Project site

Project Feasibility

HAI shall provide professional advice and assistance in determining Project feasibility, including:

- Evaluation of project constraints and opportunities
- Analysis of materials and construction methods
- Assessment of design alternatives
- Recommendations regarding constructability and long-term performance

Budget Considerations

HAI shall use its professional judgment to balance project size, type, and quality of construction in order to achieve a satisfactory solution within the City's stated budget. Cost-conscious design decisions will be incorporated throughout the design process.

Quality Control / Quality Assurance (QC/QA)

HAI has developed a structured design quality process to ensure consistency, accuracy, and coordination of all deliverables. Each formal submittal prepared by HAI and its team members shall undergo the following quality control procedures:

1. Independent Technical Review
Reviewed by independent technical staff within the applicable discipline.
2. Interdisciplinary Coordination Review
Reviewed by design staff of other involved disciplines to identify coordination issues and potential interferences.
3. Project Manager Review
Checked by the Project Manager for overall design certification and confirmation that review comments are addressed.
4. Comment Incorporation Verification
Certified that all review comments have been incorporated, checked, and backchecked for completeness and accuracy.

Final review and certification of drawings shall be undertaken by State-licensed Landscape Architects and Professional Engineers, as applicable.



Task 1 – Project Initiation & Site Assessment

We begin with a collaborative kickoff meeting to confirm goals, expectations, communication protocols, and budget parameters.

Our team will conduct:

- Site reconnaissance and photographic documentation
- Utility and drainage review of City provided record drawings
- Topographic and boundary survey
- Residential adjacency analysis (privacy, lighting, sightlines)
- Conduct site visits and field reconnaissance to document existing conditions, opportunities, and constraints. Field measure and develop floor plan and exterior elevations of the existing residence
- Inspect and test the existing structure for hazardous materials including paint, tile, ceiling materials.
- Assist with coordination with City departments and relevant agencies to understand regulatory requirements and potential design limitations
- Conduct Geotechnical Testing (2 Borings) and infiltration testing, provide Geotechnical Report with recommendations for construction and structural engineering design considerations.
- Analyze existing electrical meter to determine if an SCE upgrade is required for a renovated public building of the existing residential building.
- Measure current light levels in existing park space for use in stakeholder meetings.
- OPTIONAL – Conduct Ground Penetrating Radar mapping for existing utility discovery. (C Below sub consultant)

Findings will be summarized in a constraints and opportunities matrix that informs conceptual development.

Task 2 – Community Outreach & Concept Development

We believe strong parks are shaped by authentic public participation. Our outreach strategy includes:

- Two in-person community workshops
- Three Stakeholder meetings (2 commission 1 City Council)
- Online survey with visual preference polling
- Summary report documenting themes and priorities

Using this input, we will prepare three distinct conceptual alternatives, each reflecting varying amenity mixes and spatial strategies while addressing:

- Integration of new and existing park areas
- Passive/Active recreational enhancements
- Restroom and parking feasibility
- ADA accessibility throughout
- Consideration of the existing residential community
- Residential-sensitive lighting concepts
- Provide considerations and recommendations regarding the existing home on the site and proposed restroom facilities. Provide two (2) conceptual-level floor plan options & exterior elevation concepts for a repurposed use of existing residence
- Prepare conceptual lighting layout for 3 site plans
- Prepare basic site plan color renderings for use in presentation of the alternate design concepts



- Review site plans and develop storm water retention strategies
- Present conceptual alternatives to City staff, the Recreation and Community Services Commission, and the City Council for feedback and direction.

Each alternative will include a preliminary cost estimate and comparative analysis. Following City and Commission input, we will refine a single preferred concept.

Task 3 – Master Planning

The approved concept will be advanced into a comprehensive Master Plan including:

- Detailed layout of amenities
- Grading and drainage strategy
- Landscape design and irrigation strategy
- Sustainable and green infrastructure features
- Water quality measures
- Phasing recommendations
- Developing a phasing plan, updated cost estimates, and implementation strategies.
- Prepare 3 dimensional model of the master plan and include 5 vignettes of the proposed design.
- OPTIONAL – prepare 30 second fly through video of park design.
- Present the master plan to City staff, the Recreation and Community Services Commission, and the City Council for final approval

Sustainability considerations may include drought-tolerant planting, efficient irrigation systems, shade canopies, material selection, solar lighting, and low-impact stormwater strategies.

Deliverables Tasks 1-3: Site Analysis Findings, Material Test Results, Design Concept Drawings, Site Survey (DWG and PDF), Soil test report (PDF) Preliminary Grading Plan and estimate (DWG version compatible with City and PDF), Community Polling Results in Matrix form, project webpage, mail flyer, Renderings and video of the design concept and amenities exhibit featuring photos of proposed materials (PDF). Preliminary Construction Cost Estimates (PDF). Meeting Minutes and Supporting Documentation.

Optional SOW #1 – Perform CEQA Environmental Review

Under RFP Task 3, the City requests that an optional task be included in the proposal to perform CEQA environmental review for the proposed project, anticipated to be an IS/ND or IS/MND. Based upon our experience with similar projects, this Optional SOW includes the following items:

1. For task kick-off and ongoing task communication/coordination, attend up to three virtual 1-hour meetings with HAI and City staff to confirm project, site, and City CEQA and decision-maker requirements by one Yorke staff person.
2. Prepare CEQA-compliant project description relying on information from HAI and the City for confirmation of project details (to include summary of potential environmental concerns, adjacent land uses, and existing utility connections and public services);
3. Rely on existing City data to compile a summary-level description of CEQA baseline setting for biology, cultural and historic resources; surface water, drainage, public services and utilities, community character, traffic, circulation, and parking associated with the area of potential effect for the park expansion.
4. Address direct and indirect impacts of construction and operation of the project in conformance with the City's accepted IS checklist subject to the issue area topics identified below, CEQA Guidelines, Thresholds Manual, identify applicable federal, State, and local regulations and prepare an Administrative Draft IS, using existing figures, site plans, and City plans and policies. Based upon our understanding of the project, environmental impacts associated with the one-acre expansion will be minimal and



discussed qualitatively. If additional effort is needed to determine potential impacts, Yorke will coordinate with HAI and the City to determine the appropriate path forward; and

5. To quantify air emissions, Yorke will calculate construction and operational emissions using the California Emissions Estimator Model® (CalEEMod). The CalEEMod results will also be used for GHG emissions. Except for air quality and GHG, we propose including concise summary narratives that will be qualitative for other CEQA topics that will not require Yorke to prepare technical reports or that can rely on technical studies prepared by others.

EQA Appendix G Environmental Checklist Form Environmental Topics		
Aesthetics	Agriculture & Forestry Resources	Air Quality
Biological Resources	Cultural Resources	Energy
Geology & Soils	Greenhouse Gas Emissions	Hazards & Hazardous Materials
Hydrology & Water Quality	Land Use & Planning	Mineral Resources
Noise	Population & Housing	Public Services
Recreation	Transportation	Tribal Cultural Resources
Utilities & Service Systems	Wildfire	Mandatory Findings of Significance

Each CEQA Document (IS/ND or IS/MND) section will include the following subsections:

- a) Existing Setting (including regulatory context, as appropriate);
 - b) Thresholds of Significance;
 - c) Project Specific Impacts;
 - d) Cumulative Impacts;
 - e) Required/Recommended Mitigation Measures, if any; and
 - f) Residual Impacts, if any.
6. To qualify for an IS/MND, evaluation of the proposed project must be determined to have No Impact (NI), Less Than Significant Impact (LTS), or Less Than Significant Impact with Mitigation Incorporated (LTSM) for all CEQA resource topics.
 7. Respond to all City comments on Administrative Draft IS.
 8. Prepare Administrative Draft CEQA Document (IS/ND or IS/MND) based on input and direction from City staff.
 9. Prepare public noticing in compliance with CEQA and City requirements for release of the Draft CEQA Document for public review and comment.
 10. Respond to public and agency comments on the CEQA Document and prepare corresponding revisions to the document, if determined necessary by the City.
 11. Prepare Final CEQA Document based upon input and direction from the City.
 12. Prepare Draft Mitigation Monitoring and Reporting Program (MMRP) if mitigation measures are included in the CEQA document and coordinate with the City so that the Draft MMRP is consistent with other recently approved projects.
 13. Coordinate with HAI and City staff throughout the CEQA Document process; and
 14. Attend one, 2-hour virtual City decision-maker meeting on the CEQA Document adoption and support the public hearing presentation, as appropriate.

Deliverables: 1) Administrative Draft CEQA-compliant project description; 2) Administrative Draft CEQA Document; 3) Draft CEQA Document; 4) Administrative Final CEQA Document; and 5) Draft and Final MMRP provided electronically in MS Word



(.docx) and Adobe Acrobat (.pdf) formats. Incorporation of up to two rounds of comments are included for each deliverable.

Optional SOW #2 – Prepare CEQA Exemption Justification Memorandum

As noted above, Yorke's experience with similar projects suggests that the park expansion may qualify for a CEQA Exemption. This optional SOW #2 includes preparing a justification memorandum for granting a CEQA Article 19 Section 15332 Class 32 Infill Development CatEx for the proposed project. We will perform the following tasks as necessary:

Yorke will prepare a brief justification memorandum for granting a CEQA Class 32 Infill Development CatEx. Class 32 consists of projects characterized as infill development meeting the following conditions:

- a) The project is consistent with the applicable general plan designation and all applicable general plan policies, as well as with the applicable zoning designation and regulations.
- b) The proposed development occurs within the City limits on a project site of no more than 5 acres substantially surrounded by urban uses.
- c) The project site has no value as habitat for endangered, rare, or threatened species.
- d) Approval of the project would not result in any significant effects relating to traffic, noise, air quality, or water quality; and
- e) The site can be adequately served by all required utilities and public services.

As part of this memorandum, in addition to discussing the conditions listed above, Yorke will provide a high-level narrative addressing the direct and indirect impacts of construction and operation of the project in conformance with the City's accepted CEQA issue area topics using existing figures, site plans, and citing City plans and policies, as appropriate. It is expected that environmental impacts associated with the one-acre expansion will be minimal and discussed qualitatively. This brevity is based on our understanding of the project; if additional effort is needed to determine potential impacts, then Yorke will coordinate with HAI and the City and review the tasks identified in Optional SOW #1 to determine the appropriate path forward.

For item (d), Yorke will calculate construction and operational emissions using the California Emissions Estimator Model® (CalEEMod). The CalEEMod results will also be used for GHG emissions. Except for air quality and GHG, we propose including concise summary narratives that will be qualitative for other CEQA topics that will not require Yorke to prepare technical reports or that can rely on technical studies prepared by others.

Pursuant to CEQA Guidelines Section 15300.2, a CatEx may not be used if any of the following six exceptions apply:¹

- a) Location: Classes 3, 4, 5, 6, and 11 qualify relative to the project location; a project that is ordinarily insignificant in its impact on the environment may, in a particularly sensitive environment, be significant; therefore, these classes are considered to apply in all instances, except where the project may impact an environmental resource of hazardous or critical concern where designated, precisely mapped, and officially adopted pursuant to law by federal, State, or local agencies;
- b) Cumulative Impact: All exemptions for these (CatEx) classes are inapplicable when the cumulative impact of successive projects of the same type in the same place, over time, is significant.
- c) Significant Effect: A CatEx shall not be used for an activity where there is a reasonable possibility that the activity will have a significant effect on the environment due to unusual circumstances.
- d) Scenic Highways: A CatEx shall not be used for a project that may result in damage to scenic resources, including but not limited to trees, historic buildings, rock outcroppings,



or similar resources, within a highway officially designated as a State scenic highway; this does not apply to improvements that are required as mitigation by an adopted ND or certified EIR;

- e) Hazardous Waste Sites: A CatEx shall not be used for a project located on a site which is included on any list compiled pursuant to Section 65962.5 of the Government Code; and
- f) Historical Resources: A CatEx shall not be used for a project which may cause a substantial adverse change in the significance of a historical resource.

It is assumed that none of the six exceptions above apply to the park expansion project. If they do apply and hence a CatEx is not feasible, then Optional SOW #1 would be chosen.

Yorke also assumes that there will be one round of review by the City and any comments on the draft memorandum will be provided in a timely manner for incorporation into the final memorandum. The memorandum will form the basis to complete the one-page CEQA Notice of Exemption Form for Class 32 Infill Development that will be provided to the City.

Deliverable: Class 32 Exemption Justification Memorandum provided electronically in Adobe Acrobat® (.pdf) format, ready for printing copies as needed for submittal to the City. Completed CEQA Notice of Exemption Form, including Justification Memorandum, for delivery to the City for posting

Phase 4 – Final Design & Construction Documents

Upon Master Plan approval, we will proceed through formal design submittals.

- 30% Design Development
- 60% Design (including constructability coordination)
- 90% Pre-Final
- 100% PS&E

All Bid Documents shall be prepared and stamped by a CA licensed Landscape Architect and Engineers. The design shall comply with all latest applicable codes, guidelines, and standards. Plans to be drawn at 1"=20' and include the following:

HAI

Demolition and Protection Plan

ADA Accessibility Plan

Erosion Control Plan

Site Construction, Horizontal Control, Details and Notes

Landscape and Irrigation Plans, Details and Notes

Blue Peak Engineering

Water Quality Control Plan (WQMP)

Grading and Drainage Plan, Details and Notes

Wet Utility Plan, Details and Notes

JCA

Site Electrical Plan, Details and Notes

Assist the City with submitting for new SCE service

Photometric Plan

Landmark Structures

Structural Plan, Details, Notes and Calculations of Light Pole Footings



OPTIONAL

Crane Architectural

Site Built Restroom Building Construction Plans, Specifications and Estimates

Phase 4 Deliverables will include:

- Demolition, Grading, Drainage, and Utility plan Details and Notes
- Erosion Control Plan, Details and Notes
- ADA Compliance and Accessibility Plan
- Construction Plan, Details and Notes
- Site Electrical Plan, Details and Notes
- Photometric Plan
- Site Structural Engineering Details, Notes and Calculations (light pole footings)
- Landscape and irrigation plans, Details and Notes
- Technical specifications and Bid Schedule consistent with City standards and Greenbook
- Engineer's estimate of probable construction cost
- Water Quality Management Plan
- Coordination with Golden State Water, Southern California Gas, and Southern California Edison

We will also integrate geotechnical findings, hazardous materials assessments, and lighting design sensitive to adjacent homes.

All applicable plans, technical specifications and construction cost estimates shall conform to City templates. All submittals shall be thoroughly checked as part of the Consultants QA/QC program, inclusive of any independent plan check process. All redlines shall be attached to each re-submittal with a summary matrix of comments, edits, and responses provided noting where the revisions have been incorporated into the specific deliverable as necessary.

FINAL DESIGN DELIVERABLE FORMAT

From Plan Check Review Comments

Final Bid Package Submittal (100% PS&E):

- *Full Construction Bid Ready Plans (1 PDF file for City duplication and printing and Autocad files)*
- *Specifications (PDF and DOC file formats)*
- *Project Cost Estimate (Excel file, and PDF)*
- *All Supporting Documents(PDF and/or DOC)*

Cost Control Strategy

Fiscal responsibility is embedded throughout our process:

- Early alignment between concept vision and budget realities
- Market-informed unit pricing
- Escalation projections to midpoint of construction
- Evaluation of Owner-Furnished/Contractor-Installed (OFCl) opportunities
- Cooperative purchasing analysis where advantageous

If estimates exceed available funding, we will facilitate value engineering workshops focused on preserving core community priorities.



Visual Communication & Public Confidence

To support informed decision-making and neighborhood transparency, we will prepare:

- 3D color renderings
- Photo simulations from key vantage points
- Lighting visualization studies
- Optional fly-through animations

These tools ensure clarity for the Commission, City Council, and surrounding residents.

Commitment to the City of Cypress

Our team recognizes that this project represents a generational investment in community infrastructure. We are committed to delivering:

- A transparent and inclusive outreach process
- Creative yet buildable design solutions
- Accurate and defensible cost estimates
- High-quality, coordinated construction documents
- A cohesive park expansion that feels intentional—not appended

Our goal is to help the City transform this unique land acquisition into a vibrant, welcoming, and enduring community space for the residents of Cypress.

Exclusions and Assumptions

- SWPPP/NOI
- The City will pay all costs for permit submittal, printing and shipping
- Preparation of construction documents (construction plans and specifications) for the reuse of the existing residence. Once Tasks 1, 2 & 3 are completed, the scope of work for site architecture will be defined and Crane Architectural will provide a proposal based on the outcome. We have included an optional quote for a site-built restroom should it be the selected direction compared to a prefabricated structure.
- Pot Holing. We have included an optional quote for C Below to provide GPR mapping for utility identification.
- Project Bidding and Construction Support, a separate proposal shall be provided upon request.

TEAM PROJECT EXPERIENCE



HAI Community Outreach

Hirsch & Associates, Inc. has completed following Community Outreach efforts during the past five years.

City of Pomona 2023-2026

Civic Center Park/Kid's World Pomona – Prepared Project Webpage for the project which is posted on the City Website. <https://www.pomonaca.gov/government/departments/public-works/new-playground>
Project is currently under construction and scheduled to be completed Spring 2026.

Garfield Park Master Plan – In progress of conducting community outreach meetings at the park. Prepared presentation and conducted our 1st community meeting at the community center adjacent to the park. City scheduling a future date for our 2nd workshop Spring 26.

Demonstration Garden – Conducted (2) community outreach meetings for a new demonstration garden to be located on what was former residential properties. The houses (6) were torn down 20 years ago due to subsidence of the hillside. The input received shaped the design of the garden and we received unanimous approval. The project was constructed in 2025 and open to the public.

City of Westminster 2020-2025

Sigler Park Soccer Field – Conducted community outreach with user groups and neighborhood families to obtain input for the proposed removal of the existing baseball field and installation of a new soccer field with sports lighting. The meetings obtained important input from those attending and incorporated into the design. The project was constructed in 2025 and the field is currently in plant maintenance period to be turned over to the City February 2026.

Renovation of 12 Play Areas – Conducted (2) Community workshops for each park and adjacent community throughout the City totaling 24 meetings. 12 meetings were held virtually in the evening and 12 meetings held in the park on weekends or evening. HAI prepared presentations for each park and presented alternate proposals for play equipment and park improvements. Attendees voted on their favorites which were incorporated into the design. All 12 play areas have been constructed and are open to the public.

City of Alhambra 2024

Poppy Park – Presented design concepts to the neighborhood and council member at the site of the future park. Obtained input and answered questions regarding the project. Received community approval and the project is in plan check, construction Fall 2026.

Long Beach 2022-2025

Stearns Park – Presented design concepts for a new Batting Cage to be located near the baseball fields. The local community and little league were present and provided robust feedback. Also being considered instead of the cage are new restrooms to replace existing. The workshop was held in the park on a Saturday at the community center.

Silverado and Ramona Park – Conducted (2) community meetings at each facility with park staff, community members. Obtain input and direction for the design of renovations for each destination play area. Projects were constructed in 2025 and open to the public.

Total of 32 Community Workshops within the last 5 years.



HIRSCH & ASSOCIATES, INC.
LANDSCAPE ARCHITECTURE & PLANNING

MACKAY PARK, CYPRESS, CA



Southern California Chapter of the American Public Works Association (APWA)
2017 Project of The Year Award

Client

City of Cypress, California

Contact

Mr. Nick Mangalakiri, Public Works Director
City of Cypress

Consultants

Landscape Architect (Prime Consultant)
Hirsch & Associates, Inc.

Cypress, CA 90630
(714) 229-6729, nmamakai@c.i.cypress.ca.us

Project Status

Completed

Project Cost

\$2.7 million

Project Size

2.9-acres

Project Description

Mackay Park is developed on a 2.9-acre portion of the former Mackay Elementary School property. The remaining portion of the school site has been redeveloped and features a new residential community. The park design was derived through community meetings conducted by HAI with area residents, and meeting with City staff, Park Commission and City Council. The new park features both active and passive recreation, user-friendly activities and utilize sustainable materials and technology. All products and materials will be recyclable, irrigation system will be State of the Art conforming to the Landscape Ordinance (AB1881), native plantings in all non activity areas, lawn areas to be less than 30% of the project area for water conservation, solar lighting for the walkways and park lighting to reduce power consumption, stabilized DG walking paths and exercise station to promote heart healthy actives, universally accessible children play area with Tot and School aged Structures, 100% rubber, half court basketball for active recreation, prefabricated restroom building, group and individual picnic facilities to promote family activities, public art area, small parking lot, and a aesthetically pleasing streambed (bio filtration system) that will capture all storm water run-off allowing water infiltration in to the subterranean surface of the park.



HIRSCH & ASSOCIATES, INC.
LANDSCAPE ARCHITECTURE & PLANNING

Project: Morgan Park City Yard

Client: City of Perris

Status: Complete July 2025

Construction Cost: \$3,500,000

Lead Consultant: HAI

Contact: Jessica Galloway, Project Manager

jgalloway@cityofperris.org**Project Description**

The City of Perris identified a need to expand its existing Park Maintenance Yard. Hirsch & Associates, Inc. (HAI) had recently completed the design of a new artificial turf soccer facility and parking area at Morgan Park, making it a natural progression for HAI to design the next phase of improvements.

The City Yard project included an expanded parking lot, a street extension to improve access, a new prefabricated office building with meeting rooms, shower facilities, and offices, as well as new walls and electric gates securing the yard. A prefabricated metal garage building was also added.

Energy-efficient lighting, drought-tolerant landscaping, and modern irrigation systems provided the finishing touches to a highly functional facility that enhances park staff operations.



ORIZABA PARK LONG BEACH, CA



Client

City of Long Beach Department of Parks,
Recreation & Marine

Contact

Anna Mendiola
Psomas
(562) 706-6266

Consultants

Landscape Architect (Prime Consultant)
Hirsch & Associates, Inc.

Reedcorp Engineering - Electrical Engineer
Blue Peak Construction - Civil Engineer



Project Status

Completed January 2012

Project Cost

\$1.5 Million

Project Size

3.82-acres

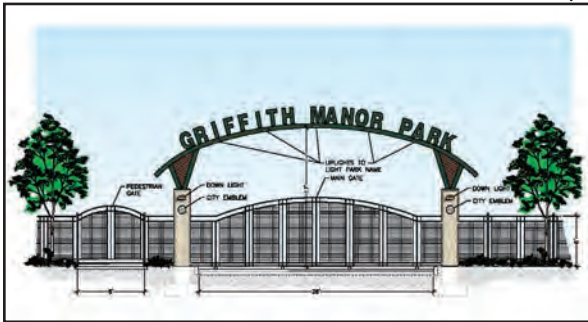
Project Description

Orizaba Park is an existing 2.73 acre park located within an area of the City with high density residential as well as industrial and commercial retail uses. The Long Beach Redevelopment Agency purchased a number of blighted properties and cleared the land to make way for an additional 1.09 acres of park space. The site is bisected by the abandoned Pacific Electric right of way. The concept included a railroad walkway within the right of way. Artist Patrick Vogel created a stainless steel replica of the red car that traveled to Long Beach, it is sited at the terminus of the tracks. The improvements also include new community center (Phase II), basketball courts, above grade skate park, shade/picnic shelters, outdoor exercise circuit, drinking fountains, benches, open turf and a community garden. HAI provided services for master planning of the park including the community outreach program where HAI conducted (3) meetings with local residents and stake holder groups. HAI prepared construction documents for bid as well as provided construction support services to the City for a successful completion.



HIRSCH & ASSOCIATES, INC.
LANDSCAPE ARCHITECTURE & PLANNING

GRIFFITH MANOR PARK **GLENDALE, CA**



Client

City of Glendale, CA
Community Services

Consultants

Landscape Architect (Prime Consultant)
Hirsch & Associates, Inc.

Building Architect

Crane Architectural Group

Project Cost

\$2.5 Million

Project Size

3.5 acres

Project Description

The property that is now Griffith Manor Park was originally part of the Glendale Airport and dates back to the 1920's and housed the US Army Air Corp planes, pilots and grew during World War II. After the airport was removed the property was developed as a public park in the 1950's serving the surrounding industrial companies and residents.

As part of the City's Park and Recreation Master Plan the park was designated for redevelopment in 2006. HAI was selected by the City to prepare a park master plan and conduct community workshop to determine the needs of the surrounding community. From these workshops the community desired to remove the outdated community building and picnic facilities, preserve the existing mature trees, construct a new community building, picnic facilities, splash pad, children play areas, full size basketball court and on-site parking. The park meets all NPDES sustainability standards by retaining all storm water on site for infiltration into the ground water aquifer.



HIRSCH & ASSOCIATES, INC.
LANDSCAPE ARCHITECTURE & PLANNING

Project: Sterns Park

Client: City of Los Alamitos

Status: Completed 2024

Construction Cost: \$1 Million

Contact: Ron Noda, 562-431-3538 x500

Assistant City Manager

rnoda@cityoflosalamitos.org

Project Description

HAI provided comprehensive services for this grant-funded park renovation project, including Community Outreach, Conceptual Design, Construction Documents and Bidding, Construction Management, and Labor Compliance. HAI was the lead consultant and included Charles Foley, Naomi Hirsch, Jacob Laurentowski. Additionally, we had electrical, structural and civil engineering and Construction Manager sub consultants.

The project revitalized an existing neighborhood park, transforming it into a vibrant, multi-generational recreational space. Key improvements included the installation of new play equipment with rubberized safety surfacing, solar lighting, shaded picnic areas, a hydration station, comfortable seating, outdoor exercise equipment, and drought-tolerant landscaping. A new power service was also installed and coordinated with Southern California Edison (SCE).

This thoughtful renovation significantly enhanced the park's usability and appeal. Since the completion of construction, community use of the park has increased exponentially, and it is now a cherished gathering place for residents of all ages.



Project: LaBourdette Park

Client: City of Los Alamitos

Status: Completed 2025

Construction Cost: \$750,000

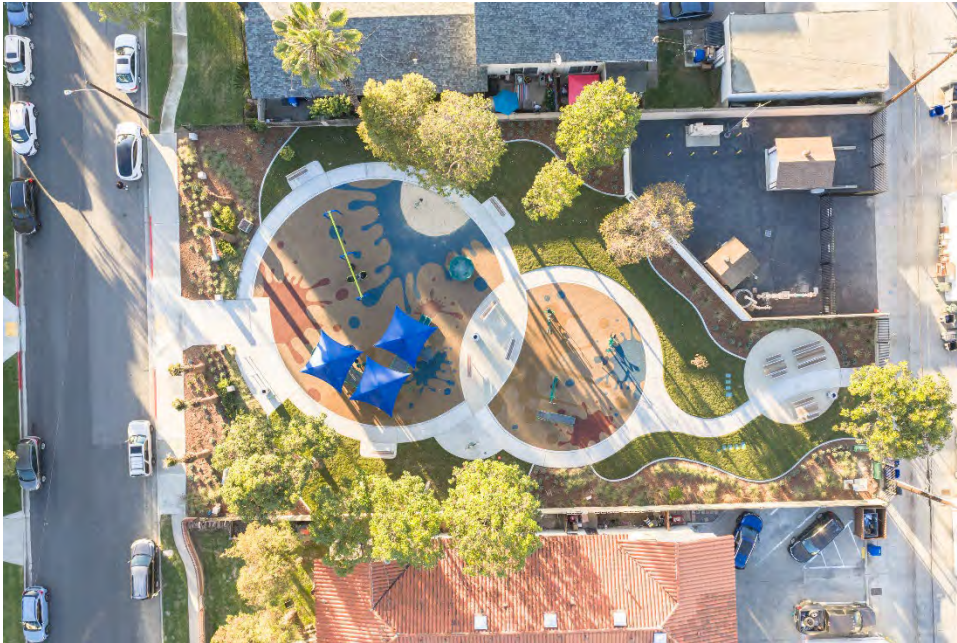
Contact: Ron Noda, 562-431-3538 x500

Assistant City Manager

rnoda@cityoflosalamitos.org

Project Description

Labourdetette Park is a revitalized Neighborhood park nestled within a high-density Los Alamitos neighborhood. Reimagined through a collaborative community-driven process, the park now offers a welcoming environment that supports both active and passive recreation for users of all ages. The transformation enhances neighborhood connectivity, livability, and access to quality open space. Hirsch & Associates, Inc. proudly partnered with the City to bring this vision to life, providing comprehensive services from conceptual design and permitting through construction documentation and construction support.



Neighborhood Park



HIRSCH & ASSOCIATES, INC.
LANDSCAPE ARCHITECTURE & PLANNING

ROXBURY MEMORIAL PARK MASTER PLAN

BEVERLY HILLS, CA



Client

City of Beverly Hills, California

Contact

Steve Miller, Director (Retired)
Recreation & Community Services Department

Consultants

Landscape Architect (Prime Consultant)
Hirsch & Associates, Inc.

Civil Engineer Electrical Engineer
Blue Peak *Reedcorp Engineering*

Cost Estimating Architect
Cummings Associates *The Albert Group*

Project Status

Master Planning, Construction Documents and
Permitting Complete.

Project Cost

\$28 Million

Project Size

13.5-acres

Project Description

The City of Beverly Hills commissioned Hirsch & Associates, Inc. to prepare a master plan and report for Roxbury Memorial Park. The primary purpose of the park master plan was to focus on the recreational needs and interests of the residents and sports organizations, along with any park maintenance issues as they relate to the park. The recommended park improvements include a Baseball Field, Soccer Field, (2) Universally Accessible Play Areas, 26,000 sf Community Center/Gymnasium, (4) Tennis Courts, 6,000 sf Day Care Center, Water Conservation/Water Harvesting Storm Retention and Rain Garden, and Demonstration/Botanical Garden.

Graphics prepared by HAI



Project: Alhambra Dog Park

Client: City of Alhambra

Status: LEA Pending

Construction Cost: \$1.7 Million

Contact: Michael Macias, 626-570-5044

Parks and Recreation Director

mmacias@alhambra.gov

Project Description

The City identified a location within the existing parking lot of the Golf Course as the future location of Alhambra's first Dog Park. The location entire site is a closed City landfill which requires Los Angeles County LEA approval. Extensive testing and reporting was required and Phase I and Phase II reports were prepared and submitted. The site is approximately ½ acre and includes a large and small dog park playing areas, new parking, ADA access from the upper parking lot, artificial turf, landscape and irrigation. The project has been bid and a contract awarded to a contractor; construction is scheduled to begin April 2026. HAI is the Lead consultant and oversaw all aspects of design, permitting and bidding.



Graphics prepared by HAI



HIRSCH & ASSOCIATES, INC.
LANDSCAPE ARCHITECTURE & PLANNING

Project: Poppy Park

Client: City of Alhambra

Status: Plan Check

Construction Cost: \$1.6 Million

Contact: Michael Macias, 626-570-5044

Parks and Recreation Director

mmacias@alhambraca.gov

Project Description

The former neighborhood library had been closed for years, left vacant and covered in graffiti. The Poppy Park project will transform this derelict site by removing the abandoned building and creating new green space for the community. With strong support from local residents, HAI reimagined the space as a passive park, expanding the open space by closing an adjacent street and converting it into parkland. Salvaged structural beams from the original library will be repurposed into a shade trellis, accented with custom poppy panels that provide both shade and dynamic shadow patterns for visitors seated beneath. The park will feature drought-tolerant landscaping, stormwater capture and infiltration, and strategically placed walls and panels to buffer users from surrounding traffic. Once complete, Poppy Park will be a source of pride for the neighborhood and the city, turning a long-neglected property into a vibrant and welcoming community space.



Graphics prepared by HAI



HIRSCH & ASSOCIATES, INC.
LANDSCAPE ARCHITECTURE & PLANNING

EXAMPLES OF RELEVANT EXPERIENCE AND SKILLS

The Desi House – Community Building

City of Eastvale, Jurupa Community Services District, Park & Recreation Department

11201 Harrell St., Jurupa Valley, CA. 91752

Stacy MacBeth

(951) 727-3524

Renovation of the existing house & garage area into a Community Event Facility.

Work products included Concept Design, Construction Documents, Bidding Assistance, Construction Administration, and Post Construction services

Budget: \$2,200,000.00

Years: 2019 to 2021



McCoy Exhibit & Reception Facility
City of Chino Hills, Community Services Department
14000 City Center Drive, Chino Hills, CA. 91709
Jonathan Marshall
(909) 364-2711

Conversion of the McCoy Estate residence into an exhibit and reception facility Work included Concept Design, Construction Documents, Bidding Assistance, Construction Administration, and Post Construction services.

Budget: \$600,000.00

Years: 2004 to 2006



Experience

Centennial Park – Restroom Building
City of Tustin, Parks & Recreation Services Department
300 Centennial Way, Tustin, CA. 92780
Chad Clanton
(714) 573-3332

New park restroom building. Work products included Concept Design, Construction Documents, Bidding Assistance, Construction Administration, and Post Construction services.

Budget: \$275,000.00

Years: 2002 to 2005



Los Serranos Park – Restroom Building
City of Chino Hills, Community Services Department
14000 City Center Drive, Chino Hills, CA. 91709
Jonathan Marshall
(909) 364-2711

New park restroom building. Work products included Concept Design, Construction Documents, Bidding Assistance, Construction Administration, and Post Construction services.

Budget: \$250,000.00

Years: 2016 to 2019



FIRM EXPERIENCE:**PROJECT EASTVALE****BY CRANE ARCHITECTURAL GROUP**

Brief Summary: The Desi House – Community Building

Name of firm's Project Manager: Steve Kalthoff

Client Name/Telephone: Stacy MacBeth, Senior Administrative Assistant, JCSD (951) 727-3524

PROJECT CHINO HILLS**BY CRANE ARCHITECTURAL GROUP**

Brief Summary: McCoy Equestrian Center - McCoy Community Center Building (House & Barn)

Name of firm's Project Manager: Steve Kalthoff

Client Name/Telephone: Jonathan Marshall, Park & Recreation Director (909) 364-2711

PROJECT TUSTIN**BY CRANE ARCHITECTURAL GROUP**

Brief Summary: Centennial Park - Restroom Building

Name of firm's Project Manager: Mark Blumer

Client Name/Telephone: Chad Clanton, Parks & Recreation Director, (714) 573-3332

PROJECT CHINO HILLS**BY CRANE ARCHITECTURAL GROUP**

Brief Summary: Los Serranos Park – Restroom Building & Group Picnic Structure

Name of firm's Project Manager: Steve Kalthoff

Client Name/Telephone: Jonathan Marshall, Park & Recreation Director (909) 364-2711

PROJECT EL MONTE**BY CRANE ARCHITECTURAL GROUP**

Brief Summary: Lambert Park-Restroom/Concession/Office Building

Name of firm's Project Manager: Steve Kalthoff

Client Name/Telephone: Lee Torres, City Engineer (626) 580-2055

PROJECT TUSTIN**BY CRANE ARCHITECTURAL GROUP**

Brief Summary: Veteran's Sports Park-Restroom/Maintenance & Restroom/Concession Buildings

Name of firm's Project Manager: Steve Kalthoff

Client Name/Telephone: Chad Clanton, Parks & Recreation Director, (714) 573-3332

Table 1: Yorke CEQA Documents

Project Description	Location
City of Los Angeles, Bureau of Engineering Pool Demolition Technical Report and Project EIR Review	Los Angeles, CA
CEQA Air Quality, GHG Emissions, and Construction Noise Technical Study and MND Summary for Los Angeles City Arts District Redevelopment Project	Los Angeles, CA
CEQA Categorical Exemption for Fast Food Restaurant	Commerce, CA
CEQA Class 32 Exemption for Apartment Complex	Moreno Valley, CA
CEQA Class 32 Exemption for Private University	La Verne, CA
Goleta Sanitary District (GSD) Biosolids and Energy Strategic Plan Air Permitting and CEQA IS/MND Support	Goleta, CA
CEQA IS/MND for Self-Storage Facility	Victorville, CA
CEQA IS/ND for Office/Warehouse Development	Bellflower, CA
CEQA Class 32 Exemption Justification Memorandum for New Church	Moreno Valley, CA
CEQA Focused IS for Apartment Complex	Lake Elsinore, CA
CEQA IS for Commercial Development Project	Perris, CA
CEQA IS/MND Support for Generating Station Repower Project	Avalon, CA
CEQA Focused IS for Residential Development	San Jacinto, CA
Major Use Permit Application Support for Waste-to-Energy Facility	Lakeside, CA
CEQA Focused IS/MND for Car Dealership	San Jose, CA
CEQA Class 32 Exemption Justification for Multi-Family Residential Development	Sacramento, CA
CEQA Class 32 Exemption Justification for Multi-Family Residential Development	Indio, CA

Yorke has also provided environmental services, including CEQA support, to numerous cities and counties in southern California including the cities of Los Angeles, Santa Monica, Culver City, Indio, Anaheim, Ventura, Fontana, San Diego, Chula Vista, Escondido, Poway, Santa Fe Springs, Azusa, Vernon, Laguna Beach, Colton, Corona, Glendale, Riverside, Pasadena, Burbank, Fountain Valley and the counties of Santa Barbara, Riverside, Orange, Los Angeles, and San Diego.

PROJECT DESCRIPTIONS AND PROFESSIONAL REFERENCES

Below please find project descriptions and professional references for whom Yorke has provided relevant CEQA analyses services. Reference contact information is included for each description.

Project Developer, Bellflower, CA – City of Bellflower Is/ND for Warehouse/Service Building

Reference	
Name of Firm	City of Bellflower
Contact Name and Title	Rowena Genilo
Contact E-mail	RGenilo@Bellflower.org

The proposed project involves developing new ground-up office and storage warehouse (with mezzanine) buildings to be located at 10145 Artesia Place in the City of Bellflower, CA. The proposed project includes a 7,220-square-foot warehouse/service building and a 4,872-square-foot office building for a utility company on a lot measuring 31,490 square feet (0.723 acre). The warehouse will be used to park trucks and store equipment/materials. Yorke prepared a CEQA IS/ND for the proposed project, per the City's Planning Department's request.

GSD, Goleta, CA – Santa Barbara County APCD Air Permitting and CEQA IS/MND

Reference	
Name of Firm	Goleta Sanitation District (GSD)
Contact Name and Title	Steve Wagner, General Manager/District Engineer
Contact E-mail	SWagner@GoletaSanitary.org

Reference	

GSD is implementing its Biosolids and Energy Program at its water resource recovery facility in Goleta, which requires obtaining permits and approvals for the proposed new equipment. The initial project included a new digester, conversion of an existing digester for biogas storage, and a combined heat and power (CHP) engine system, including biogas pretreatment. Yorke's roles (as a subcontractor to Hazen and Sawyer) included conducting an initial permitting feasibility study, preparing the APCD Authority to Construct (ATC) application, and an IS/MND for the project, with GSD as the Lead Agency. Preparation of the ATC application included a Best Available Control Technology (BACT) assessment and toxic air contaminant (TAC) emissions calculations, an HRA, and review of applicable regulations.

As the lead for preparation of the IS/MND, Yorke prepared the Air Quality, Health Risk, and GHG Emissions Technical Reports and compiled the other IS/MND sections. Yorke assisted GSD with the noticing, distribution, and public comment period associated with the IS/MND. In addition to supporting the air permitting with the APCD, the IS/MND was also used to support obtaining a Coastal Development Permit from the County, who manage a delegated program. The IS/MND was approved by the GSD Board with only minor comments from the APCD.

Yorke is currently supporting GSD with development of an IS/MND and an ATC application for a Solids Handling Improvement Project. This second IS/MND was also approved with only minor comments from the APCD.

Developer, Victorville, CA – CEQA Focused IS/MND for Self-Storage Facility

Reference	
Name of Firm	Hillside Equity Group
Contact Name	Chad McKillop
Contact E-mail	Chad@HillsideEquityGroup.com
Contact Phone Number	(619) 395-0907

A private developer proposed to construct a self-storage facility east of Amethyst Road and south of Palmdale Road in the City of Victorville, CA. The Amethyst Road Self-Storage facility would comprise 16 structures, including a manager's residence and office, and offering an industry standard range of storage unit sizes. Yorke prepared and delivered an IS, which included both an air quality and GHG emissions study and a noise study technical report.

City of Los Angeles, Bureau of Engineering, Rancho Cienega Celes King III Pool Demolition Project, Los Angeles, CA – Review of EIR Sections

The City of Los Angeles, Bureau of Engineering (BOE) was the Lead Agency under CEQA for a proposed project to demolish the Rancho Cienega Celes King III Pool building and pool and convert the site for other uses. AECOM was tasked to prepare the EIR for the proposed project. Yorke subcontracted under AECOM to assist with the EIR preparation. The scope of work included review of the air quality, GHG/climate change, and hazardous materials sections of the draft EIR prepared by AECOM. Yorke provided a high-level review of the existing environment and impact analyses sections for these three topics for technical accuracy and completeness. Yorke also reviewed the Technical Report, including results of CalEEMod emissions modeling and other documentation supporting the results presented. A comment memo and markup of the EIR sections was provided to AECOM, which enhanced the quality of the work product.

PROPOSAL FOR COMMUNITY OUTREACH AND DESIGN FOR THE EXPANSION OF BAROLDI SYCAMORE PARK



2026



Submitted to:

PlanetBids.com

Submitted by:

Raymond Abassi

MSCE, PE, TE, QSP/QSD
Infrastructure Architects, Inc.

100 Progress., Suite 110

Irvine, CA 92618

626.727.8777

rabassi@iarchsocal.com

www.iarchSoCal.com

February 20 , 2026

Cover Letter

February 20, 2026

Attn: Mr. Jeff Draper

Recreation & Community Services Director

6616 Cerritos Avenue,
Cypress, CA

**Subject: REQUEST FOR PROPOSALS FOR COMMUNITY OUTREACH AND DESIGN FOR THE
EXPANSION OF BAROLDI SYCAMORE PARK IMPROVEMENTS PROJECT**

Dear Mr. Jeff Draper:

Infrastructure Architects, Inc. (The iARCH Team) was founded in California in 2017 and incorporated in 2018. The iARCH Team is pleased to submit our proposal in response to the **REQUEST FOR PROPOSALS FOR COMMUNITY OUTREACH AND DESIGN FOR THE EXPANSION OF BAROLDI SYCAMORE PARK IMPROVEMENTS PROJECT** issued by the City of Cypress. Our office serving this project is in the City of Irvine.

We understand the City of Cypress is seeking qualified architectural firms for the Design Services for **THE EXPANSION OF BAROLDI SYCAMORE PARK PROJECT**. iARCH is pleased to offer a dedicated team committed to supporting the City throughout the project, meeting all schedule requirements, and complying with the RFP's insurance provisions.

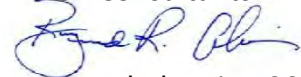
iARCH has successfully provided architectural services to municipalities across Southern California. Our proposed team brings over 250 years of combined experience, including extensive work on public CIP projects such as new parks, park upgrades, restroom renovations, and community facility improvements.

I have read, understood, and agreed to all statements in this request for proposal and acknowledge receipt of all addenda/amendments, as well as to the terms, conditions, and attachments referenced. Furthermore, infrastructure architects, as a firm, and the company executives, do not have any financial, business, or any other relationship with any of the city staff or elected officials. We also don't take any exception to the city's contract format. We also acknowledge the receipt of one issued addendum.

As an Officer of the firm, I am authorized to bind IARCH to all commitments made in this proposal and to execute agreements. Our proposal will remain valid for 180 days from the date of this letter. After reviewing our proposal, should you have any questions, please contact me as the principal-in-Charge, Ray Abassi, on my cell at (213) 880-4000, or direct at (657) 226-3303, or our office at (626) 727-8777, or by email at rabassi@iARCHSoCal.com.

Sincerely,

iARCH Consultants



Raymond Abassi, MSCE, PE, TE, QSD/QSP
CEO/President

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1. Firm Organization, Credentials, Background

Company Data

From the beginning, we have been committed to being the best municipal services provider. Our mission is to earn the respect and confidence of our clients by providing the highest standard of professional architectural services that ultimately make a positive contribution to the community.

Our Philosophy

At iARCH, we love to deliver legendary client service. We are passionate about what we do, and we make quality personal. In other words, we are the difference between a company that says what it will do and a company that does what it says. As doers, iARCH will get it done. We embrace a company culture of clear communication, friendliness, and strong core values which include company 'fundamentals' that constantly remind us how to communicate with each other and with our clients.



Firm Organization, Credential, and Background

Infrastructure Architects, Inc. (iARCH) is a California corporation that was founded in 2017 and incorporated as an S Corporation in 2018. The corporation is in good standing with the California Secretary of State. Our office is located at:

Infrastructure Architects, Inc.
100 Progress, Suite 110, Irvine, CA 92618
(626) 727-8777

iARCH's mission is to provide professional architectural services to cities and counties throughout Southern and Central California. As an architectural service provider, focused on public sector assignments, iARCH provides services that include design services for facilities and parks for municipal agencies. iARCH is of sound financial condition and has no pending conditions that may impede our ability to provide professional architectural services. iARCH has no alleged significant prior or ongoing contract failures, any civil or criminal litigation or investigation pending which involves the iARCH or in which the iARCH has been judged guilty or liable.

As a part of our professional services, iARCH provides innovative municipal capital projects, facility and park design.

Company Background and Experience

Our Team's Experience Working for Municipalities

iARCH has specialized design experience executing new projects as well as retrofit/remodeling/renovation projects that include capital projects within the right-of-way, park projects, and building and facility structure remodels. Our list of agencies that our staff has been engaged with includes numerous city clients, such as the cities of Adelanto, Baldwin Park, Bell Gardens, Hawaiian Gardens, Huntington Park, Glendale, La Puente, Lynwood, and Montebello, and more. For this on-call contract, we have multiple specialty subconsultants. Wood Landscape Architecture, Core Structure, and Aria MEP will provide any Mechanical, Electrical, and Plumbing design services, and Core Structure will provide structural engineering support.

Project Methodology

Engineer's Cost Estimates

The iARCH team will prepare and include construction quantity take-offs and construction cost estimates for the proposed improvements in the PS&E packages for each completion stage. The unit costs will be based on current cost data and historical cost data associated with the identified bid items. Quantities and construction cost estimates will be provided to the City for review for each submittal. If necessary, quantities and estimates can be prepared in separate bid schedules to meet specific funding source requirements.

Permit Application and Stakeholder/Off-Site Coordination

The iARCH team will prepare and submit all necessary permit applications and documents to relevant authorities and agencies for review and approval. Submittals of permit applications will be limited to the City Building Department, City Public Works Department, City Planning Department, Regional Water Quality Control Board, and County of Los Angeles Department of Public Health. Plans will also be forwarded to stakeholders at each completion stage for review and feedback. Comments received following each submittal will be incorporated into the design plans for the subsequent completion stage. The iARCH team will coordinate meetings with the city and relevant agencies to address plan check comments that affect the scope of the proposed project.

The iARCH team will also evaluate any off-site improvement needs and will develop conceptual plans for the City's and property owners' approval. If requested, we will assist City staff in preparing a PowerPoint presentation that includes project background and scope, project technical information, proposed alternatives and recommendations, project schedule, project cost for sharing with stakeholders, City Council and the public.

Bidding Assistance and Construction Support

Respond to Bid Questions and RFIs – The iARCH team will assist the city during the project advertisement and bid period to respond to any questions or request for information (RFI) that may arise. The team will attend a pre-bid meeting with City staff and potential bidders to relay information on the project design and requirements. Upon receipt of questions or RFIs from

contractors, the team will also review and prepare responses to each, and, if needed, assist in the preparation of addenda.

Construction Support – Upon selection of the contractor to perform the work, our project manager and relevant design engineer will attend a pre-construction meeting with City staff and the contractor, as well as progress meetings during construction to provide field recommendations when requested by the City. The team will be ready to respond to all RFIs, attend progress meetings, provide recommendations, and review and approve material submittals, shop drawings, and construction change orders.

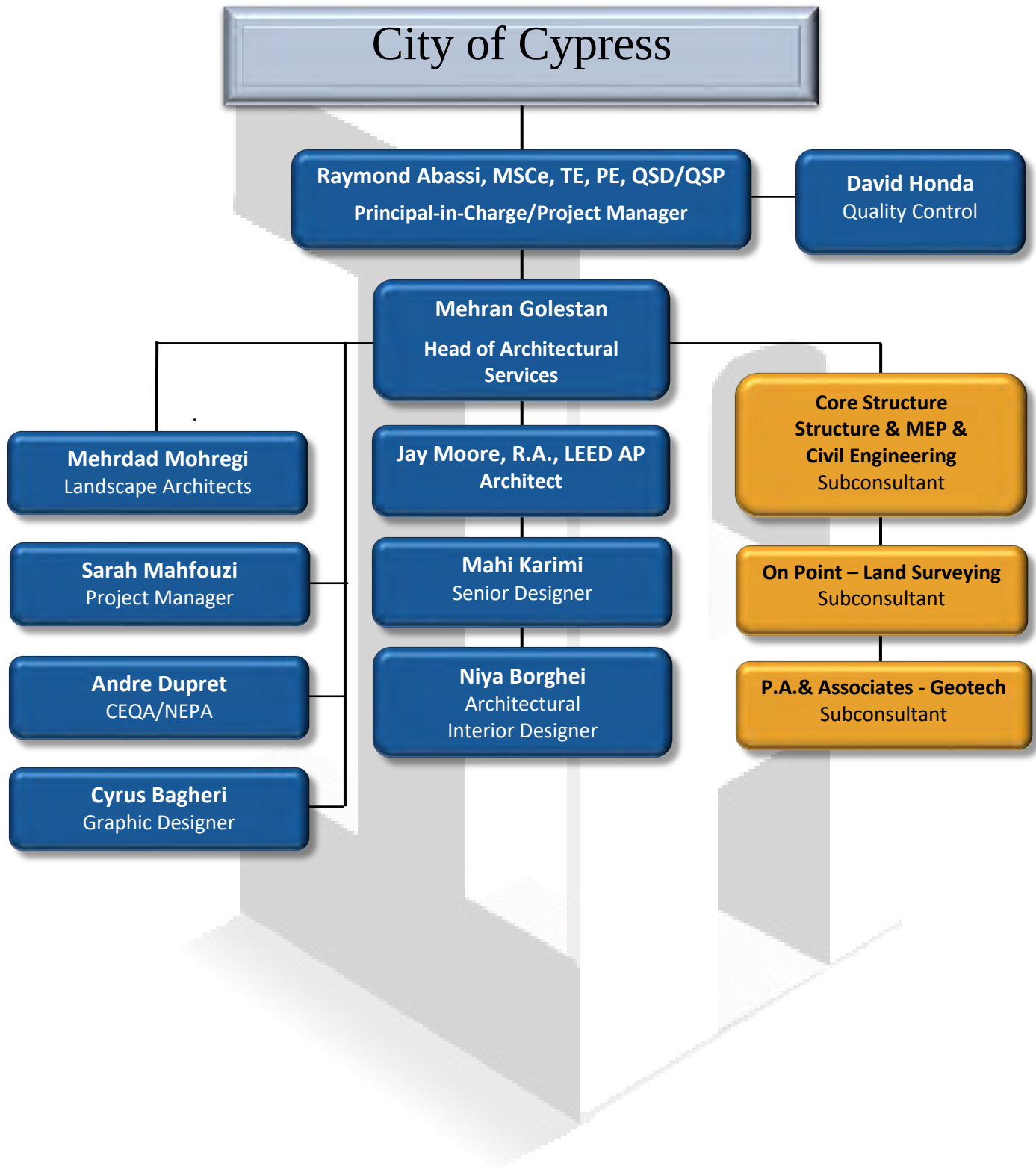
As-Built Plan Preparation – The iARCH team will provide a complete set of revised original tracings to the City, showing as-built conditions, within 60 days of completion and acceptance of the project. Revisions will be solely based on as-built information provided by the City's Project Manager and the contractor.

Project Management – The iARCH team will take a professional approach to ensure efficient, quality project management throughout the course of the project. Project management services will include, but not be limited to a project kick-off meeting, project development meetings, monthly progress meetings, plan review meetings, preparing meeting agendas and minutes, updating City staff on project current action item list, concerns, issues, and accomplishments, coordinating with other agencies and stakeholders, scheduling and making presentations before the public, City staff, and City Council. Additional meetings with utility companies and stakeholders will be established as needed. The team will maintain a current master project schedule updated per project completion and City and stakeholder coordination. It will be essential for our team to meet and confer with City staff periodically during the preliminary design phase to resolve design issues and ensure continuity with City standards and preferences. Our project manager will communicate regularly with the city staff and other stakeholders; his experience working on municipal projects and with City staff will be highly valuable in making these efforts successful.

Conflict of Interest Statement

Infrastructure Architects, as a firm, and the company executives DO NOT have any financial, business, or any other relationship with any of the city staff or elected officials.

2. Project Team & Key Personnel



Raymond Abassi – Principal-in-Charge/Project Manager

Education:

- MS, Transportation, California State University, Long Beach
- BS, Civil Engineering, University of South Florida, Tampa, FL

Registrations/Certifications:

- Registered Civil Engineer, CA, No. 48091
- Registered Traffic Engineer, CA, No. 1759
- Registered Civil Engineer, FL, No. 41797
- Qualified SWPPP Developer, QSP/D Ca, No. 41797

Years of Experience: 35+

Ray Abassi has more than 35 years of professional experience in project management. He has professional certifications in multiple fields, including professional engineering, traffic engineering as well as storm water management. Ray's experience includes principal-in-charge and project manager/engineer on numerous capital projects, design plans and specifications, construction documents, quality assurance as well as taking projects through the bid process and construction management. He has provided construction oversight associated with infrastructure improvements, such as facilities, pavement, drainage, utilities, and onsite water and wastewater systems. In addition, Ray has provided contract City Engineer and City Traffic Engineer services to various cities in Southern California.

Engineering Experience: Various Agencies

Throughout his 35+ years of engineering experience, Ray has been working with numerous municipalities to provide engineering services. His range of services provided include capital projects covering from street improvements, wet

utilities, storm drain projects, site development, traffic engineering, construction support services, construction management and as well as contract city engineer, city traffic engineer. His experience expands over the project from inception and design to taking many of those same projects through the construction. His extensive experience has resulted in projects that were designed based on sound engineering concepts, have performed excellently during the construction and have been completed on time and within budget.

Chesley Park, City of Huntington Park, CA.

Ray was the principal-in-charge and the project manager responsible for oversight into refurbishing the park. This was an expedited project where every task needed to be managed closely to meet a very aggressive schedule and a very tight budget. Therefore, every aspect of the project was micro-managed to create a line of communication between the designers and all the stakeholders, especially the city. He managed all the communication and administration aspects of the project and conducted weekly team meetings where all issues and opportunities were discussed, received input from decision makers, and communicated the decisions made to the design team and all the stakeholders to ensure there were no surprises. The project was successfully completed on time and was bided out. The construction started and finished on time, and the park was reopened successfully in May 2025.

Bellflower Park, City of Adelanto, CA.

Ray was the principal-in-charge and the project manager responsible for oversight into designing this new park. He has provided leadership to create a line of communication between the designers and all the stakeholders, especially the city. He has managed all the communication and administration aspects of the project and has created weekly team meetings where all issues and opportunities are discussed, received input from decision makers, and has communicated the decisions made to the design team and all the stakeholders to ensure there are no surprises. He has provided design insights for the team to help with the preparation of the construction documents for the project. The project's design and construction for Phase 1 were completed on schedule and within the budget. The project is now going through the bid process.

Keller Park Remodel – City of Huntington Park, CA

Ray served as Principal-in-Charge for the transformational redesign of Keller Park, a major public space revitalization in the heart of Huntington Park. With a \$2.1 million construction budget and over 107,000 square feet of planned improvements, Ray led the project from initial concept through construction documentation. Under his direction, iARCH developed a comprehensive, community-centered vision for the park—introducing features such as a walk-in fountain jet, shaded amphitheater, age-appropriate playgrounds, a modern restroom facility, and activated recreational zones for seasonal markets, fitness, and family gatherings. Ray oversaw the design team, managed coordination with city stakeholders, and ensured the project aligned with the City's goals for inclusivity, safety, and long-term community use. His leadership helped transform Keller Park into a vibrant, multi-use destination that reflects both functional excellence and community spirit.

Morgan Park Restrooms Remodel – City of Baldwin Park, CA

Ray served as Principal-in-Charge for the complete renovation of the Morgan Park restroom facilities in the City of Baldwin Park. With a \$540,000 construction budget and a project area of 960 square feet, Ray oversaw the demolition of the outdated restrooms and the delivery of a fully rebuilt, modernized facility. Under his leadership, the design incorporated sustainable materials, water-saving touchless fixtures, energy-efficient lighting, and enhanced ventilation systems—prioritizing hygiene, environmental performance, and user comfort. Ray ensured full ADA compliance, improved plumbing infrastructure, and the addition of increased storage and a more welcoming aesthetic. His guidance throughout the project resulted in a highly functional, accessible, and visually upgraded facility that reflects best practices in modern public infrastructure design.

Mehran Golestan – Director of Architecture & Interior Design

Education:

- BA Architecture, Shahid Beheshti University, Tehran, Iran.

Years of Experience: 35+

Mehran Golestan is a highly experienced professional with over 35 years of expertise in the field of architecture and interior design. He has an exceptional track record in designing and delivering a wide range of residential, hotel, commercial, and other construction projects.

Throughout his career, he has worked on numerous high-profile projects, including luxury hotels, high-end residential developments, and commercial buildings. He is recognized for his creative approach to design, his attention

to detail, and his ability to incorporate the latest technologies into his projects. Mehran is adept at balancing the aesthetic and functional requirements of a project and can manage complex projects with ease. He is committed to delivering projects that exceed his clients' expectations and is highly respected in the industry for his professionalism and dedication. He has extensive experience in overseeing the design and construction of buildings, ensuring that they meet all safety, environmental, and regulatory requirements. From 2011 to 2017, Mehran held the positions of the board of directors and lecturer at TAFE, Box Hill Institute, Australia, based in Tehran.

Experiences:

Chesley Circle Park – City of Huntington Park, CA

Mehran Golestan served as Director of Architecture for the Chesley Circle Park redevelopment, providing design leadership and oversight from conceptual planning through final completion. He guided the architectural team in delivering thoughtful, community-oriented improvements that were completed on time and within budget. Under his direction, the project introduced new recreational amenities and enhanced public space programming. The park officially reopened on May 7, 2025, as a revitalized neighborhood destination that reflects a successful blend of functionality, inclusivity, and design excellence.

Bellflower Park – City of Adelanto, CA

As Director of Architecture, Mehran Golestan led the design and technical development of the Bellflower Park project, from conceptual design through the pre-construction phase. He oversaw architectural planning and coordinated closely with engineering disciplines to ensure a cohesive, buildable design. His leadership helped the City of Adelanto secure funding through a strong concept plan. With design documents submitted and bidding completed, the project is fully prepared for construction, demonstrating Mehran's continued focus on delivering quality public spaces aligned with community needs.

Keller Park Remodel – City of Huntington Park, CA

Mehran Golestan served as Director of Architecture for the comprehensive renovation of Keller Park, overseeing the design and planning of over 107,000 square feet of improvements with a \$2.1 million construction budget. He led the architectural vision that introduced a walk-in fountain jet, shaded amphitheater, new playgrounds, modern restroom facilities, and activated open space for markets and recreation. Through his direction, the design team created a vibrant and inclusive public park that supports wellness, gathering, and year-round community use.

Salt Lake Park and Recreation Building Remodel – City of Huntington Park, CA

Mehran Golestan served as Director of Architecture for the remodel of the Salt Lake Park and Recreation Building, leading the design and execution of upgrades across several key public areas. The scope included renovations to ceilings, floors, roofing, and HVAC systems throughout the entry, lobby, hallways, lounge, restrooms, clubroom, and social room. Under Mehran's direction, the project focused on improving both functionality and user experience while elevating the building's aesthetics. A standout feature of the design is the iconic inverted pyramid entrance—a bold architectural element that blends harmoniously with the park's natural setting while creating a distinct visual identity. Mehran's leadership ensured the revitalized facility met the City's goals for comfort, performance, and long-term public value.

Morgan Park Restrooms Remodel – City of Baldwin Park, CA

As Director of Architecture, Mehran Golestan led the design and execution of the Morgan Park Restrooms Remodel, a full reconstruction project with a \$540,000 budget. He directed the replacement of the outdated facility with a modern, ADA-compliant design featuring touchless fixtures, energy-efficient lighting, enhanced ventilation, and sustainable materials. His leadership ensured the new restrooms met high standards for hygiene, functionality, and user experience—setting a benchmark for small-scale public infrastructure upgrades.

Chevron Extra Mile Restroom Construction – Various Locations, CA

Mehran Golestan served as Director of Architecture for the Chevron Extra Mile Restroom Construction project, overseeing the design and integration of a new restroom facility connected to an existing convenience store. Completed in 2025, the project focused on enhancing customer experience through modern, accessible design. Mehran led the architectural development of a clean, efficient layout featuring touchless fixtures, water-efficient plumbing, and energy-saving lighting. High-quality, durable materials were selected to support long-term maintenance and usability, while the design emphasized ADA compliance, improved ventilation, and user comfort. His leadership helped deliver a commercial facility that elevates everyday service environments through thoughtful and functional design.

David Honda, R.A. KEED AP – Lead Architect

Education:

- California State University, Northridge

Years of Experience: 55

David Honda brings over 50 years of experience in engineering management for mechanical, electrical, and plumbing systems across a wide range of projects. A graduate of California State University, Northridge, David has held leadership roles throughout his career, including serving as CEO at **SpaceMaker, Inc.** His expertise spans design coordination, construction oversight, and project delivery for complex commercial, institutional, and hospitality projects.

Experience Highlights

- Directed engineering and architectural teams for large-scale interior construction and renovation projects.
- Oversaw coordination of mechanical, electrical, and plumbing systems to ensure compliance with design standards and building codes.
- Managed client relationships and project budgets, ensuring timely and cost-effective delivery.
- Provided technical leadership and quality assurance for high-profile projects in healthcare, hospitality, and commercial sectors.

Representative Projects

- Cedars-Sinai Hospital West Tower Office Building – Interior Construction
- Cecil Gee, Bodega Veneta, Bijan, Cartier, Peterson Art Gallery – Rodeo Drive Retail Projects
- Polygram Pictures and Casa Blanca Records – Interior Construction
- Electra/Asylum Records – Interior Construction
- Camron Companies Wilshire Blvd – Interior Construction
- Johnnie Cochran Law Firm – Interior Construction
- Hospital Corp of America Corp HQ (HCA) – Thousand Oaks Interior Construction
- Manufacturers Bank Building – Woodland Hills Interior Construction (200,000 SF)
- Providence Holy Cross Hospital – Offices Interior Construction
- Providence Tarzana Office Building – Interior Construction
- Century Plaza Hotel – Interior Remodel of Retail Plaza
- Union Bank/Dental Offices – Panorama City (20,000 SF Core and Shell)
- Century City Hospitals – Interior Construction
- Fred Sands Realtors – Corporate Office, Brentwood, Beverly Hills, West Hollywood
- Huntington Sheraton Hotel – Restoration/Renovation (Pasadena)
- Drake Institute Corp Office – Santa Monica Interior Remodel
- Japanese Village – Little Tokyo Interior Construction
- 9601 Wilshire Blvd – 20,000 SF Interior Construction
- UCLA Radiology – Westwood Blvd/Gayley
- Saks Fifth Avenue – Wilshire Blvd Remodel

Jay Moore, R.A., LEED AP – Lead Architect

Education:

- Bachelor's degree - Architecture, Engineering, CM

Licenses / Certifications:

- CA Licensed Architect No. C14847
- CA General Contractor "B" License No. 437245
- CA Real Estate License 00796659
- LEED AP – New Construction, 2009
- CAsp – Certified Access Specialist, Division of State
- Architect (CA), 2012

Jay Moore has served as lead architect on numerous projects, managing complex programs and delivering innovative design solutions for public and private clients. With decades of experience, Jay combines architectural expertise with leadership in construction management and sustainability. He has also directed multiple major projects for educational institutions and public agencies across Southern California, ensuring compliance with ADA standards and LEED certification requirements.

Experience Highlights

Led design and construction for large-scale educational, cultural, and civic projects.

Oversaw project budgets, schedules, and quality control for multi-million-dollar developments.

Implemented sustainable design strategies, achieving LEED Platinum certification on multiple projects.

Coordinated with stakeholders, contractors, and regulatory agencies to ensure successful project delivery.

Representative Projects

- **Performing Arts Center & Sculpture Garden – Custodial, Grounds, and Maintenance Facilities**
 - Managed design and construction for a 1,000,000 SF campus on 30 acres.
 - Budget: \$50 Million
- **MCC, MCV, & HSC Complex**
 - Jan 2011 – Jun 2013, \$50 Million
- **Performing Arts Center Addition and Remodel**
 - Jan 2011 – Jan 2014, \$25 Million
- **Welding, Automotive, and Manufacturing Center Remodel**
 - Jan 2011 – Jan 2014, \$20 Million
- **Applied Science Center**
 - Jun 2012 – Jun 2013, \$35 Million
- **Math and Science Center Design-Build**
 - Feb 2010 – Jan 2011, LEED Platinum, \$60 Million
- **Performing Arts Center, Design-Build**
 - Feb 2010 – Jan 2011, LEED Gold, \$55 Million
- **Culinary Arts Building, Design-Build**
 - Feb 2010 – Jan 2011, LEED Gold, \$60 Million
- Several other major projects

Andre Dupret – NEPA & CEQA Compliance

Education:

- Bachelor of Arts, Urban and Environmental Design
- California State University, Fullerton – 1973 -1980

Certifications:

NEPA & CEQA Compliance

Years of Experience: 40+

Andre brings more than 40 years of experience in urban planning, community development, environmental compliance, and local government management. His background includes executive leadership roles in both the public and private sectors, where he has successfully guided planning, environmental, redevelopment, and infrastructure-related initiatives from concept through implementation.

He has managed over 200 planning and environmental compliance projects, including EIRs, MNDs, NDs, and NOEs, as well as redevelopment plans, specific plans, corridor studies, and mixed-use developments. Andre has extensive experience leading multidisciplinary teams, supervising staff ranging from small professional groups to organizations exceeding 300 employees, and managing complex projects under strict regulatory and funding requirements.

As Executive Vice President of Community Development at Bowman, Andre provides leadership and oversight for planning and environmental projects, ensuring regulatory compliance, schedule performance, and coordination across technical disciplines. His responsibilities include project oversight, team leadership, and strategic support for proposal development and client engagement.

Previously, Andre served in executive leadership roles with the Cities of Lynwood, Maywood, South Pasadena, and Pomona, where he directed planning, redevelopment, engineering, and community services functions. He administered multi-million-dollar public programs, including federally funded CDBG initiatives, led major redevelopment and revitalization efforts, and coordinated with local, state, and federal agencies on environmental, transportation, and housing programs.

Amir Deihimi, PE - Core Structure

- B.S. Civil Engineering, California State University, Fullerton, 1998

REGISTRATIONS:

- AZ, CA, CO, DE, DC, FL, ID, KY, LA, MD, NV, NY, NC, TN, TX, UT, VA, WA, WV

Years of Experience: +20

Amir has over 20 years of experience in Mechanical, Electrical, and Plumbing (MEP) engineering, with a proven track record of delivering complex multifamily, civic, and commercial projects across California. Known for clear communication, expertise in energy compliance, and integrated project leadership, Amir excels at coordinating diverse teams, producing high-quality construction documents, and ensuring compliance with Title 24 and regulatory standards. Skilled in managing projects from conception to completion, Amir is proficient in BIM and

experienced in energy modeling, HVAC design, and sustainable building practices. A solutions-oriented partner, Amir consistently provides efficient, code-compliant, and constructible designs for clients and design teams alike.

On Point

Services:

Land Surveying, Topographic & Aerial Mapping, Construction Staking

Years of Experience: 20

Accomplished Survey Manager and Principal with over 20 years of broad-spectrum experience in all phases of land surveying and civil engineering, including project management, fundamental engineering, and construction services for projects valued over \$100 million. Extensive work experience with civil, architectural, and geotechnical industries, developing

skills in multiple facets. Accomplished problem solver and consensus builder; able to relate to diverse populations from the general public, colleagues, and staff. Technology proficient; use computer skills to improve operational efficiency and productivity.

P.A. & Associates

Services:

Geotechnical and Environmental Consulting Material Testing

Years of Experience: 34

P.A. & Associates, Inc has been in business for 34 years, providing geotechnical and environmental consulting, material testing, inspection, and geotechnical and environmental consulting services to public and private organizations. We value integrity, continuing education, and achieving client satisfaction through quality performance.

Currently, they provide a range of services to cities, developers, and private parties throughout Southern California. Their Laboratory is certified by the City of Los Angeles, and we utilize a local Caltrans-certified laboratory as a subconsultant.

3. Experience

Bellflower Park, City of Adelanto, CA.

The City of Adelanto is currently developing Bellflower Park, a dynamic and multifaceted recreational facility designed to meet the diverse needs of its residents. Infrastructure Architects (iARCH) was selected to lead the design, architecture, and engineering efforts for this transformative project. Spanning over 110,000 square feet, Bellflower Park will feature a welcoming main entrance, playgrounds, restrooms, dining areas, office and medical facilities, and a variety of recreational amenities, including basketball courts, skate parks, an amphitheater, and a plaza. Throughout the design process, iARCH has worked closely with city officials and community stakeholders to ensure the park reflects the evolving priorities of Adelanto's residents. Our team conducted site visits and planning sessions to assess the undeveloped land and envision a space that is both highly functional and visually engaging. The project is now well underway, with construction progressing toward a 2026 completion date, promising to deliver a vibrant community hub for generations to come.

Project Year: 2024

Reference: Mr. Jessie Flores

City Manager (760) 246-2300



Keller Park Remodel, City of Huntington Park

In City of Huntington Park, a major transformation is underway at Keller Park—a beloved community space that's getting a fresh new look. With over 107,000 square feet of planned improvements and a \$2.1 million construction budget, the redesign is ambitious and community-focused. Infrastructure Architects (iARCH) has been entrusted with reimagining the park, bringing together thoughtful design and practical upgrades. The new plan introduces a walk-in fountain jet, a shaded amphitheater, upgraded playgrounds for different age groups, and a modern restroom facility. But it's not just about amenities, it's about creating a space where families can gather, kids can play safely, and residents can enjoy seasonal markets, workout zones, and peaceful walks around the duck pond. The eastern portion of the park, once underutilized, is being activated with new features that reflect the city's vision for a more vibrant public realm. From concept to construction, iARCH is helping turn Keller Park into a destination that blends recreation, relaxation, and community spirit.

Project Year: 2024

Reference: Mr. Gerardo Lopez

Public Works Director: (323) 584-6274



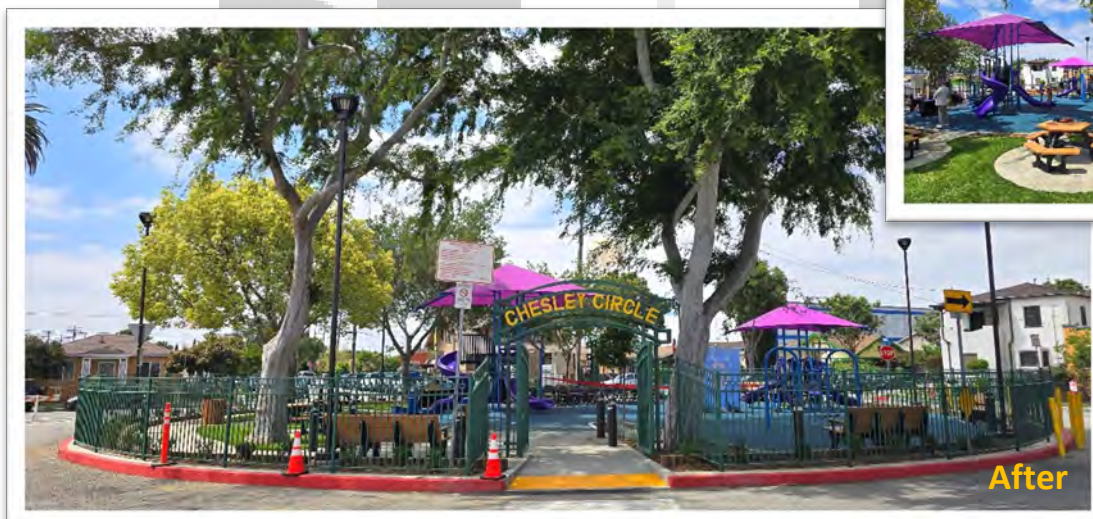
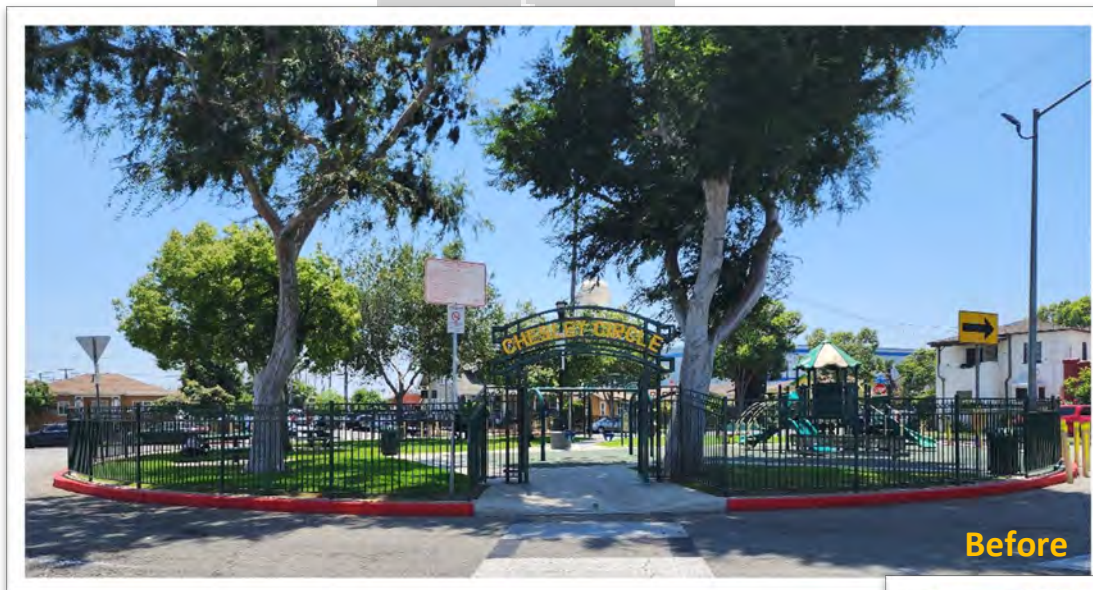
Chesley Park, City of Huntington Park, CA.

iARCH had the honor to have the opportunity to lead the complete remodeling of Chesley Park in the City of Huntington Park, a project focused on enhancing community engagement, accessibility, and outdoor recreation. The proposed design preserved all existing trees in their current locations, maintaining the park's natural character while introducing a wide range of new amenities. These include an inclusive entrance ramp, age-specific playgrounds for children ages 2–5 and 5–12, a Mommy & Me swing to support parent-child interaction, and nature-inspired outdoor play spaces that encourage exploration and sensory engagement.

Project Year: 2025

Reference: Mr. Gerardo Lopez

Public Works Director: (323) 584-6274



Morgan Park Restrooms Remodel, City of Baldwin Park

The recently completed renovation of the Morgan Park restrooms in the City of Baldwin Park reflects Infrastructure Architects' commitment to modern, accessible, and sustainable public design. With a construction budget of \$540,000 and a project area of 960 square feet, the scope included full demolition of the existing facilities and a complete rebuild using eco-friendly materials and water-saving fixtures. The new restrooms feature touchless fixtures, energy-efficient lighting, and enhanced ventilation systems—all designed to improve hygiene, reduce energy consumption, and elevate user comfort. ADA compliance was a core priority, ensuring accessibility for all park visitors. The updated design also introduced improved plumbing systems, increased storage, and a more welcoming aesthetic, making the space both functional and visually appealing. This project stands as a model for thoughtful public infrastructure upgrades that balance performance, sustainability, and community needs.

Project Year: 2025

Reference: Mr. David Lopez

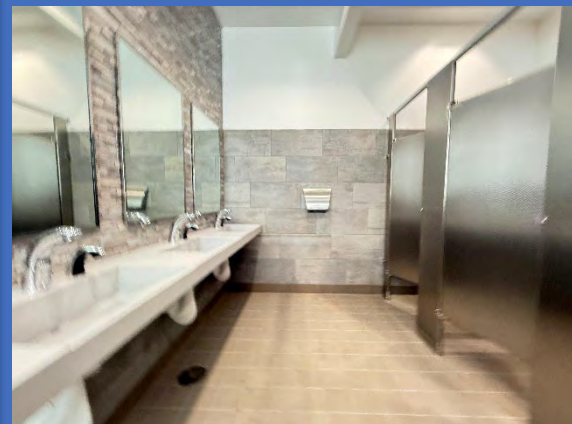
Public Works Director: (323) 584-6274



Before



After



Chevron Extra Mile Restroom Construction

The newly constructed restroom facility at the Chevron gas station represents Infrastructure Architects' dedication to integrating modern design and accessibility into commercial environments. Completed in 2024, the project involved building a brand-new restroom structure attached to the existing convenience store, with a focus on ADA compliance and contemporary amenities. The design incorporates touchless fixtures, water-efficient plumbing, and energy-saving lighting to enhance hygiene and sustainability. High-quality materials and finishes were selected to ensure durability and ease of maintenance, while improved ventilation and layout contribute to a more comfortable user experience. This project not only elevates the customer experience at the station but also sets a new standard for functional and inclusive design in retail service environments.

Project Year: 2025

Reference: Bri Gassman

Senior Project Manager: (626)217-9530



Central Park Amphitheater Canopy Project, City of Glendale, CA.

iARCH is contracted to provide a new design for the canopy for the city of Glendale's Central Park. The scope includes coordination with the stakeholders in the community and with the city staff to ensure that the final project meets the approval of the stakeholders while creating an artistic monument. Furthermore, this project is viewed as a catalyst for the other improvements in the park. The project also included multiple presentations to the city to ensure buy-in from all the stakeholders.

Project Year: 2025

Reference: Mr. Eric Sterling

DVD Design: (714) 641-1300



REFERENCES (iARCH)

Entity Name: City of Baldwin Park

Business Address: 14403 PACIFIC AVE, BALDWIN PARK, CA 91706

Name of Contact: Mr. David Lopez **Title of Contact:** Associate Engineer

Telephone Number of Contact: (626) 960 4011

Email of Contact: Dlopez@baldwinpark.com

Description of Project: Morgan Park Restrooms Renovation

Date of Service: 2025

Entity Name: City of Huntington Park

Business Address: 6550 Miles Ave., Huntington Park, California 90255

Name of Contact: Mr. Gerardo Lopez **Title of Contact:** Public Works Director

Telephone Number of Contact: (323) 584-6274

Email of Contact: GLopez@hpca.gov

Description of Project: Keller Park / Chesley Circle

Date of Service: 2025

Entity Name: City of Glendale

Business Address: 613 E Broadway, Glendale, CA 91206

Name of Contact: Mr. Joseph Gonzalez **Title of Contact:** Park Planner

Telephone Number of Contact: (818) 550-4415

Email of Contact: JoGonzalez@Glendaleca.gov

Description of Project: Central Park Amphitheater Canopy

Date of Service: 2024

Entity Name: Chevron / CBRE

Business Address: 5001 Executive Parkway, Suite 300 San Ramon, CA 94583

Name of Contact: Bri Gassman **Title of Contact:** Associate Project Manager

Telephone Number of Contact: (626) 217-9530

Email of Contact: briannagassman@chevron.com

Description of Project: New Restrooms / Santa Nella, CA

Date of Service: 2025

Entity Name: City of Adelanto

Business Address: 11600 Air Expressway, Adelanto, CA 92301

Name of Contact: Mr. Jessie Flores **Title of Contact:** City Manager

Telephone Number of Contact: (760) 246-2300

Email of Contact: jflores@adelantoca.gov

Description of Project: Bellflower Park

Date of Service: 2024

4. Project Understanding and Management Approach

Project Understanding

Infrastructure Architects understand that the Baroldi Sycamore Park Expansion represents a strategic investment in community infrastructure. The project requires thoughtful integration of recreational amenities, neighborhood compatibility, public engagement, and fiscally responsible design solutions.

The expansion must balance:

- Community expectations
- Budget realities
- Long-term operational sustainability
- Phased implementation flexibility

Our approach recognizes that public park projects succeed when community voice directly informs design decisions while maintaining technical feasibility and cost discipline.

Community Outreach & Engagement Plan

Meaningful public engagement will guide concept development and final recommendations. Our outreach approach will include:

Phase 1 – Listening & Discovery

- Stakeholder interviews
- Online community survey
- On-site pop-up engagement session
- Youth and senior targeted outreach

Phase 2 – Concept Presentation

- Public workshop presenting both Concept A and Concept B
- Visual boards and 3D renderings
- Interactive preference polling
- Comment collection and documentation

Phase 3 – Refinement & Consensus

- Community feedback summary report
- Revised concept presentation
- Final recommendation workshop
- Deliverables will include:
- Meeting summaries
- Survey analytics
- Public comment log
- Outreach summary report suitable for City Council presentation

Risk Management & Mitigation

Infrastructure Architects proactively manages risk through early identification and strategic mitigation:

Community Risk

- Transparent communication
- Documented public input tracking
- Clear presentation of cost impacts between concepts

Budget Risk

- Early conceptual cost estimating
- Value engineering alternatives
- Phasing options

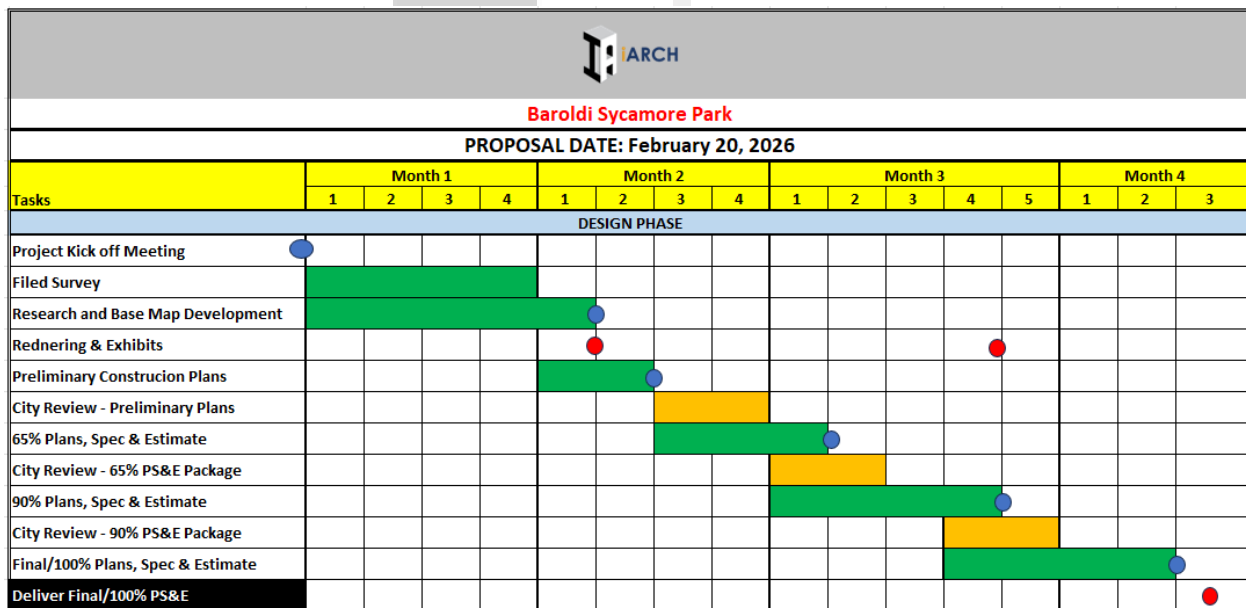
Schedule Risk

- Defined milestone schedule
- Weekly internal coordination meetings
- Early agency coordination

Regulatory Risk

- Preliminary code review
- Accessibility compliance verification
- Environmental and site constraint analysis

Proposed Schedule Overview



Concept A – Full Demolition & Purpose-Built Facility



This concept proposes the complete demolition of the existing residential structure and the construction of a new, purpose-designed building tailored specifically to park programming needs.

Key Characteristics:

- Complete site reconfiguration
- Optimized building orientation and circulation
- Modern, flexible indoor/outdoor programming spaces
- Energy-efficient systems and sustainable design integration
- Long-term operational durability

Benefits:

- Maximum design flexibility
- Improved functionality and capacity
- Reduced long-term maintenance costs
- Strong architectural identity for the park

Considerations:

- Higher upfront capital cost
- Longer permitting and construction duration
- Temporary site disruption

This concept is appropriate if the city prioritizes long-term investment value, flexibility, and civic presence.

Concept B – Adaptive Reuse & Site Integration Strategy



This concept explores the selective removal or repurposing of the existing residential structure to preserve site character while maximizing cost efficiency and schedule flexibility.

Key Characteristics:

- Partial demolition of the existing structure while retaining feasible elements
- Integration of outdoor recreational features within the existing site footprint
- Reduced construction impact and potential cost savings
- Opportunity to phase improvements
- Faster entitlement and implementation timeline

Benefits:

- Lower demolition and construction cost
- Reduced Environmental impact
- Potential to preserve neighborhood scale
- Faster community activation

Considerations:

- Structural limitations of existing buildings
- Code compliance upgrades

- Long-term maintenance performance
- Functional constraints compared to a purpose-built facility

This concept is appropriate if the city prioritizes fiscal efficiency, accelerated delivery, and incremental expansion.

5. Project Management & Design Approach

iARCH will provide disciplined, transparent, and collaborative project management to ensure the Baroldi Sycamore Park Expansion is delivered on time, within budget, and in alignment with City expectations. Our approach integrates project management, technical coordination, community outreach, and quality assurance into a unified process.

Project Management Approach

- **Dedicated Leadership**
A Principal-in-Charge and Project Manager will serve as the City's primary points of contact, ensuring continuity, efficient communication, and responsive decision-making throughout the project.
- **Clear Communication and Coordination**
iARCH will maintain regular coordination with City staff, Public Works, Recreation and Community Services, and other stakeholders. Meeting agendas, notes, action items, and schedules will be clearly documented.
- **Schedule Management**
A detailed project schedule will be developed at project initiation and updated throughout the design process. Milestones will align with outreach activities, City review cycles, and formal design submittals.

Design Methodology

iARCH will advance the project through a structured, milestone-based design process consistent with the City's requirements:

- **Conceptual Design**
Development of multiple design alternatives informed by site analysis and community outreach, supported by illustrative graphics and preliminary cost estimates.
- **Formal Design Submittals**
Progression through 30%, 60%, 90%, and 100% PS&E phases, incorporating City and consultant review comments at each stage.

- **Interdisciplinary Coordination**

Close coordination with landscape architecture, civil, structural, MEP, geotechnical, environmental, and utility providers to ensure complete, coherent, and constructible documents.

Quality Control and Assurance

iARCH maintains a structured internal Quality Assurance/Quality Control (QA/QC) program that includes:

- Independent internal reviews at major milestones
- Compliance checks with City of Cypress standards, Brown Book specifications, and Greenbook requirements
- Verification of ADA accessibility, life-safety requirements, and regulatory compliance

Cost Control and Constructability

- Preparation of detailed, market-responsive cost estimates at each formal submittal stage
- Evaluation of phasing strategies and cost-saving opportunities, including Owner-Furnished Contractor-Installed (OFCI) items
- Coordination with the City's Construction Management firm at 60% and 90% design stages to support constructability reviews and comment resolution

Through this structured and collaborative approach, iARCH will deliver a well-coordinated master plan and construction-ready documents that support efficient implementation and long-term success.

Quality Assurance & Control

All project deliverables undergo a structured internal review process:

- Senior Principal review of all major submissions
- Cost estimate cross-check
- Code compliance verification
- Graphic clarity review before public release

This ensures technical accuracy, clear communication, and professional presentation at every milestone.

6. Community Outreach Approach

Infrastructure Architects, Inc. (iARCH) recognizes that meaningful community engagement is fundamental to the success of public park projects. For the Baroldi Sycamore Park Expansion, our outreach approach is designed to be inclusive, transparent, and responsive, ensuring that community input directly informs the design process and reflects the values and needs of Cypress residents.

iARCH will collaborate closely with City staff to develop and implement a tailored community engagement strategy that aligns with the City's goals, project schedule, and neighborhood context. Our approach emphasizes early engagement, clear communication, and iterative feedback to build trust and consensus throughout the planning and design process.

Key components of our community outreach approach include:

- **Community Workshops and Public Meetings**
iARCH will facilitate a minimum of two (2) in-person community workshops at accessible locations and times convenient for residents. These meetings will be structured to encourage dialogue, gather feedback on desired park amenities, and understand community priorities for the expanded park space.
- **Stakeholder Engagement**
Targeted meetings will be conducted with key stakeholders, including nearby residents, neighborhood groups, and City commissions, to address site-specific concerns such as adjacency to residential properties, lighting sensitivity, passive recreation uses, and overall park character.
- **Online Engagement Tools**
To broaden participation, iARCH will support online surveys and digital feedback tools to reach residents who may be unable to attend in-person meetings. Survey results will be summarized and incorporated into the conceptual design alternatives.
- **Visual Communication and Design Alternatives**
iARCH will prepare clear, engaging visual materials—including diagrams, concept plans, and 3D renderings—to help the public understand design options and provide informed feedback. A minimum of three conceptual alternatives will be developed, each reflecting community input and site constraints.
- **Presentation and Feedback Integration**
Community feedback will be documented, evaluated, and presented to City staff. iARCH will demonstrate how public input influenced design decisions as concepts are refined into a preferred master plan.

Through this collaborative and respectful outreach process, iARCH will help the City create a park expansion that fosters a welcoming, family-oriented environment and strengthens community pride.

7. Unique Qualifications

Infrastructure Architects, Inc. brings a unique combination of technical expertise, public-sector experience, and community-focused design to the Baroldi Sycamore Park Expansion Project.

Our distinguishing qualifications include:

- **Extensive Public Park Experience**
iARCH has successfully delivered numerous park, recreation, and community facility projects throughout Southern California, including new parks, park expansions, restroom facilities, and major park renovations for municipal clients.
- **Sensitivity to Residential Adjacency**
Our team has demonstrated experience designing parks adjacent to residential neighborhoods, with particular attention to lighting, sightlines, noise mitigation, privacy, and passive-use programming, critical considerations for the Baroldi Sycamore Park site.
- **Integrated Multidisciplinary Team**
iARCH offers in-house architectural leadership supported by experienced subconsultants in landscape architecture, civil and structural engineering, MEP, surveying, geotechnical services, and CEQA/NEPA compliance. This integrated approach ensures seamless coordination and high-quality deliverables.
- **Advanced Visualization Capabilities**
Our team has the ability to produce high-quality 3D color renderings, photo-simulations, and video fly-overs to clearly communicate design intent to City staff, decision-makers, and the public. These tools are particularly valuable for illustrating views from adjacent properties and throughout the park.
- **Family-Oriented, Passive Park Design Philosophy**
iARCH places a strong emphasis on creating safe, inclusive, and family-friendly environments that support passive recreation, social gathering, and multigenerational use. Our designs balance functionality, aesthetics, sustainability, and long-term maintenance considerations.

These qualifications position iARCH as a trusted partner to help the City of Cypress deliver a thoughtful, community-supported park expansion.

8. Optional Tasks

iARCH has the capability to provide environmental documentation services as an optional task, including preparation of a **Negative Declaration (ND)** or **Mitigated Negative Declaration (MND)** in compliance with the California Environmental Quality Act (CEQA).

Our CEQA/NEPA specialist will:

- Conduct environmental analysis and technical studies as required
- Coordinate with City staff and responsible agencies
- Prepare all necessary documentation and public notices
- Support the City through the review and approval process

By integrating environmental review with the planning and design process, iARCH helps minimize schedule impacts and ensures regulatory compliance while supporting informed decision-making.

9. Required Statements & Certifications

Compliance with RFP Requirements

Infrastructure Architects has reviewed the RFP in detail and confirms that our proposal fully addresses:

- Scope of outreach services
- Concept design development
- Cost estimating
- Community engagement documentation
- Final presentation materials

All required forms and certifications are included as specified.

Conflict of Interest

Infrastructure Architects, Inc., its officers, and proposed team members do not have any financial, business, or other relationships with the City of Cypress, its staff, or elected officials that would constitute a conflict of interest.

Insurance and Licensing

iARCH affirms that it can meet all insurance requirements outlined in the RFQ and maintains all required licenses to perform the professional services described herein within the State of California.

Contract Compliance

iARCH has reviewed the City of Cypress Standard Contract Services Agreement and takes no exception to its terms, conditions, indemnification, or insurance provisions.

Acknowledgment of Addenda

iARCH acknowledges receipt of all issued addenda related to this RFQ.



RFP for Baroldi Sycamore Park Extension

Outreach & Design Response Proposal
Feb 20, 2026

JWG Consortium

led by GS Lee & Associates

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Response Proposal

1. INTRODUCTION

The JWG Consortium is a synergy of expertise. We unite a renowned public engagement specialist JPW Communications with community landscape architecture firm, WDA! and local project management firm, GS Lee & Associates. Together, we have shaped communities across America through innovative municipal projects and inclusive planning processes.

JPW Communications is a strategic communications firm founded to bridge the gap between complex public projects and meaningful community engagement. Since 2015, JPW have partnered with cities, developers and public agencies across California to support infrastructure, parks, water, housing and civic improvement initiatives where transparency, stakeholder trust and regulatory alignment are essential to success.

Our team brings more than 100 years of combined experience working inside and alongside public agencies. This firsthand perspective provides a deep understanding of municipal processes, public accountability, commission and city council dynamics and the importance of producing a detailed engagement record.

Our Partner and Senior Vice President, Susanne Bankhead, is one of only three Certified Public Participation Professionals (CP3) in California, reflecting JPW's commitment to nationally recognized best practices in engagement and collaborative decision-making.

In addition to public facilitation, JPW provides strategic messaging and graphic design support to translate technical information into accessible, visually compelling materials that improve public understanding and decision-making. JPW is a certified Micro/Small Business Enterprise (SBE).

Wilson Davis Associates (Wda!) prides itself on the ability to consistently provide quality landscape design. What is of equal importance to us is the capacity to give our clients a creative product; "on time and within budget."

In landscape design a "team" approach means more creative energy for the benefit of the client. This is the direction we take for all of our projects at Wda!.

Each client is encouraged to develop a personal working relationship with our principals and associates as well as our project managers and production staff. The value of this personal attention has been proven again and again over the past years, providing faster recognition and resolution of problems and giving unparalleled sensitivity to our clients' particular needs. We feel that this is a major reason why we have such a long list of successful projects and satisfied clients.

The Wda! approach unites concerned and talented professionals who work together to insure quality at every stage of the project, from research and analysis to design development, from construction documents to field observation. Every consideration is given to all of those who may be involved with the project: investors, municipalities, other consultants, and the ultimate user. The result is a product that meets each of our client's unique requirements in terms of budget, schedule and marketability...and, of course, meets our goal of providing quality landscape design services.

GS Lee & Associates is a boutique firm specializing in the niche market of design management, project management and owner authorized representation. The firm was first founded to assist global AEC firms in grappling with the labyrinth development processes in the developing markets. Among them the clientele is Edward Cullinan Studio of UK, Hellmuth, Obata + Kassabaum, HOK

SF and Smallwood Reynolds Stewart Stewart, SRSS Atlanta of the US.

The firm is spearheaded by Geok Ser Lee, with over 30 years of design and project management experiences in bringing to fruition prestigious projects with best-in-class expertise hailed from around the world.

As the steward of the client's strategic vision, he drives the progression of the design team's creative intent, integrating design innovation with technical precision and operational performance.

GS Lee & Associates is a certified Small Business SB(Micro) and SB-PW by DGS with the certification ID #2048823

2. APPROACH & METHODOLOGY

2.1. Landscape Design Approach

The Baroldi Sycamore Park Expansion project represents an opportunity to extend and enhance an existing public park while maintaining the established identity, aesthetic continuity, and long-term functionality of the existing site. Unlike a new park development, a park expansion requires careful consideration of the design language already present—both in terms of planting palette and spatial character—so that the new improvements feel cohesive, intentional, and seamlessly integrated.

The overarching intent of our approach is to preserve the existing park's recognizable landscape aesthetic, shapes, and planting flow while ensuring that the expansion area is designed to be durable, sustainable, and realistic for long-term maintenance. The goal is to provide a planting plan that strengthens the park's usability, improves shade and comfort, enhances the overall visual quality of the park, and reduces the likelihood of premature plant failure or near-term renovation needs.

Existing Landscape Evaluation and Inventory

Because this project expands an existing park facility, the first and most critical step in the landscape design process will be a detailed evaluation of the established plant materials currently installed within the existing park phase. This will include an on-site review of existing plant materials, documentation of predominant species, and an assessment of their overall health, longevity, and performance under the site's environmental conditions.

The purpose of this evaluation is to determine whether the existing plant palette has demonstrated long-term suitability and resilience, including tolerance to site-specific factors such as microclimate exposure, irrigation conditions, soil performance, pest and disease pressure, and general wear from public use. This review will also help identify whether any plant materials are consistently failing, becoming overly invasive, or requiring excessive maintenance practices.

Key considerations during the inventory and evaluation process include:

- Overall plant health and vigor
- Evidence of stress, decline, or repeated failure
- Longevity and performance since installation
- Sun/shade exposure and microclimate influences
- Soil and drainage performance
- Irrigation compatibility and water efficiency
- Pest and disease pressures observed on site
- Maintenance concerns such as overcrowding, pruning needs, or inappropriate sizing

This process ensures that the expansion planting design is informed by real performance

conditions rather than theoretical assumptions. This is especially important in municipal park landscapes, where long-term success is dependent on durability and manageable maintenance requirements.

Plant Palette Continuity and Material Selection Strategy

A primary objective of the expansion design is to preserve the established identity and visual continuity of the existing park. The planting strategy will prioritize reuse and continuation of the existing palette where feasible, provided the plant materials have demonstrated strong performance and suitability. Retaining a consistent plant palette supports a seamless visual transition between the existing park phase and the expansion area, ensuring the park reads as one unified space.

Where original plant selections are not appropriate due to poor performance, limited availability, or maintenance concerns, the design strategy will incorporate improved cultivars or updated varieties that have become available since the original park installation. These substitutions will be made carefully to maintain the same design intent, including similar color, texture, massing, and overall form. This approach ensures the park retains its recognizable character while benefiting from improved plant performance and long-term sustainability.

If direct reuse of the existing palette is not viable, replacement plant selections will be made with the intent to match the existing character as closely as possible while improving longevity and resilience. Plant selection will be guided by the dual priorities of aesthetics and durability, ensuring that the park expansion maintains its established identity while reducing long-term replacement needs.

Maintenance-Friendly Design and Long-Term Sustainability

Municipal park landscapes must be designed not only for aesthetics but also for long-term practicality. A major focus of this approach is to ensure the planting plan is realistic for maintenance crews and sustainable over time. The planting design will emphasize appropriate mature sizing, proper spacing, and plant selections that reduce the likelihood of overcrowding, excessive pruning, or premature decline.

Overcrowding is one of the most common causes of long-term plant stress and increased maintenance costs. Plantings installed too densely often require ongoing pruning, thinning, and replacement, which can become a long-term cost burden. To address this, the planting design will be developed with careful consideration of growth habit and mature size, ensuring that plant groupings remain visually clean and structurally healthy over time.

The planting plan will be developed to support the following long-term maintenance goals:

- Proper spacing based on mature size and canopy spread
- Grouping strategies that simplify maintenance operations
- Selection of plants that minimize excessive pruning needs
- Water-efficient plant choices appropriate for Southern California conditions
- Plant placement that maintains visibility, circulation, and public safety
- Reduced reliance on fragile or high-maintenance ornamental materials
- Strong year-round appearance without frequent replacement cycles

This approach supports a landscape that remains attractive, cohesive, and healthy over time while minimizing long-term maintenance burden and unnecessary renovation costs.

Reforestation and Shade Canopy Enhancement

Reforestation and canopy development are essential components of successful park design, particularly in expansion areas where tree coverage is limited. Trees provide shade, improve

comfort for park users, contribute to park identity, and provide long-term environmental benefits. In addition, tree placement can support buffering from surrounding land uses and soften the park's edges.

Given that the expansion parcel contains a limited number of existing trees, the project will prioritize the thoughtful selection and placement of additional trees to enhance shade, strengthen the landscape structure, and improve user experience. Tree selection will be based on long-term suitability, structural integrity, and compatibility with park use and maintenance requirements.

The reforestation strategy will focus on:

- Establishing shade canopy near circulation paths and gathering areas
- Improving thermal comfort and usability of open spaces
- Selecting tree species appropriate for municipal park conditions
- Avoiding conflicts with hardscape, utilities, and future infrastructure
- Supporting screening and buffering near roadways and residential edges
- Creating a cohesive canopy layout that supports park identity

The goal is not simply to add trees, but to create a deliberate canopy strategy that improves park comfort and appearance while remaining sustainable and manageable over the long term.

In addition to planting design services, arboricultural oversight will be provided to support tree preservation and construction-phase protection. Even with a limited number of existing trees on site, it remains critical that appropriate tree protection measures are implemented to prevent root disturbance, canopy damage, or long-term decline during construction activities.

Arboricultural services will include:

- Evaluation and documentation of existing tree condition
 - Development of tree protection recommendations and construction notes
 - Tree Protection Zone (TPZ) guidance and impact avoidance measures
 - Coordination with design team regarding grading and hardscape impacts
 - Construction-phase monitoring and reporting as required
- Tree protection recommendations will follow established arboricultural best practices, including fencing requirements, root protection standards, and monitoring during key construction phases.

Construction Support and Monitoring

Construction-phase support will be provided to ensure tree protection measures are installed correctly and maintained throughout construction. Monitoring will focus on critical milestones where tree impacts are most likely to occur, including site preparation, grading, trenching, and any work occurring within proximity to protected trees.

Construction monitoring services may include:

- Pre-construction meeting participation
- Verification of tree protection fencing installation
- Site observations during grading or excavation near protected trees
- Written monitoring memos and compliance documentation
- Final site walk for closeout confirmation

This monitoring approach helps reduce risk, ensures compliance, and supports long-term success of both preserved and newly installed trees.

Conclusion

The approach to the Baroldi Sycamore Park Expansion project is centered on preserving the existing park's identity while improving long-term sustainability, maintenance practicality, and landscape performance. Through careful evaluation of existing plant materials, thoughtful plant palette selection, and a focus on reforestation and shade canopy development, the expansion landscape will be designed to feel cohesive, functional, and durable.

2.2. Community Outreach Approach

JPW will serve as public engagement lead to design, facilitate and document an inclusive engagement process that directly informs the required conceptual alternatives while building trust among residents and stakeholders. This approach is structured around three priorities:

- **Clear Framing of Opportunities & Constraints**
Early communication will clarify project goals, site conditions, adjacency considerations and implementation realities to ensure productive input.
- **Broad & Inclusive Participation**
We will combine in-person engagement, online tools and targeted neighbor outreach to ensure participation from nearby residents and park users.
- **Direct Integration into Concept Development**
Community input will be summarized and synthesized into actionable guidance for the rest of team of at least three conceptual design alternatives, consistent with the RFQ requirements.

3. SCOPE OF WORK -Phase 1

3.1. Task 1 Project Initiation & Site Assessment

- A. Team meet with the City (kick-off meeting) to confirm project goals, project scope, project time frame, milestones/ deadlines and communication protocols.
- B. Conduct site visits and field reconnaissance to document existing conditions, opportunities, and constraints.
- C. WDA prepare Landscape base files with files provided by SWS land surveyor including but not limited to: topographic and boundary surveys, existing tree survey, and review available data on utilities, drainage, soils, and environmental factors. They will fly the site with a drone to create a point cloud. The deliverables for this scope will be a 2D CAD, 3D CAD, point cloud and PDF exhibit. This topo survey will be tied to the City Vertical Benchmark and the California Coordinate System. The topo survey will also tie in the Record Boundary for the property.
- D. Team to coordinate with City departments and relevant agencies to understand regulatory requirements and potential design limitations.
- E. JPW Includes one in-person kickoff meeting (60 minutes), travel, review foundational/existing project materials, and assumes up to six 30-minute project meetings.
- F. HC will conduct a comprehensive Hazardous Material Survey including Asbestos Survey, Hazardous Material Inventory and Lead-Containing Paint Inspection.

3.2. Task 2 Outreach Strategy and Research

- A. JPW to facilitate public outreach through community workshops (minimum of 2 in-person meetings), stakeholder meetings, and other engagement methods to gather input on desired park uses and features.
- B. WDA will develop a minimum of three conceptual design alternatives reflecting community

input, site conditions, blending of new park space with existing, passive recreational areas, restroom facilities, parking lot, accessibility throughout, and general park improvements, etc.

- C. Consideration/recommendation regarding the existing home on the site, parking, and restroom facilities.
- D. Present conceptual alternatives to City staff, the Recreation and Community Services Commission, and the City Council for feedback and direction.
- E. Refine concepts into a single preferred plan approval. Colored rendered Concept Plan.

Two In-Person Community Workshops

Community outreach consultant Includes meeting design and facilitation, travel, and after event recaps and analysis for two meetings. JPW will plan, facilitate and document the required community workshops.

Workshop #1 – Visioning & Input

Purpose

- Introduce the project and expansion opportunity
- Gather feedback on desired park amenities and programming
- Explore integration of new passive space with existing park features
- Discuss accessibility, parking and restroom needs
- Collect input regarding the existing residence and adjacency considerations

Deliverable

- Community Input Summary Report identifying themes, priorities and concerns to guide conceptual alternatives.

Workshop #2 – Concept Alternatives Review

Purpose

- Present a minimum of three conceptual design alternatives prepared by WDA.
- Highlight trade-offs related to circulation, accessibility, parking and park integration
- Gather structured feedback to refine a preferred concept

Deliverable

- Concept Feedback Report documenting preferences, recurring concerns and recommended direction for Commission and City Council presentation.

Supporting Materials & Visualization (optional but recommended)

Includes optional graphic design and copywriting services for project-specific materials to develop a clear visual identity for the project that can carry through design, environmental review and construction.

JPW will develop meeting materials that enhance clarity and reduce misinterpretation, including:

- Fact sheets and site context graphics
- Workshop display boards
- Comparative alternative summaries
- Commission and council-ready presentation graphics
- Optional branded project materials and digital engagement assets
- Environmental Readiness Support

Although environmental documentation is listed as an optional task under Master Planning, JPW will structure outreach to support CEQA readiness by:

- Documenting concerns related to traffic, noise, lighting and adjacency impacts
- Coordinating with GS Lee & Associates to identify potential mitigation opportunities early
- Producing a clear engagement record to support a Negative Declaration or Mitigated Negative Declaration, if pursued

Together with GS Lee & Associates, JPW will deliver an outreach program that informs design, builds neighborhood trust and positions the City of Cypress for efficient commission and city council review and successful project implementation.

3.3. Task 3 Master Planning

- A. Prepare a detailed park master plan based on the approved preferred concept, including layout, amenities, grading, landscape, irrigation, and sustainable design features. Includes Design Development level Landscape Construction, Planting and Irrigation Plans.
- B. Incorporate green infrastructure and water quality measures into the design.
- C. Present the master plan to City staff, the Recreation and Community Services Commission, and the City Council for final approval.
- D. Civil will support with Concept Grading & Drainage Plan, Concept Private Utility Plan, Concept Storm Water Treatment solutions, Site Planning and coordination with the City's Public Works team and the rest of the design consultants.

3.4. Task 4 Final Design and Construction Documents

- A. Prepare Construction Documents / Bid Documents including:
 - Landscape Construction Plan with hardscape layout and finishes, Construction details and specifications.
 - Planting Plan with quantities, location and installation size, with Planting Details and Specifications. (Includes city required W.U.C.O.L.S. information)
 - Irrigation plans with materials legend, details and Specifications. (Includes city required M.W.E.L.O. information and Calculations)
- B. Coordinate with Local Water Purveyor for landscape irrigation.
- C. Specifications shall be coordinated with City of Cypress Brown Book specifications and Standard Specifications for Public Works Construction "Greenbook"
- D. Revise Landscape plans per City comments to Landscape as need to obtain City approval.
- E. Civil shall prepare plans for the Baroldi Sycamore Park Expansion to show the proposed site improvements along with the private utilities on the site (domestic water, fire, storm and sewer). This plan set shall be submitted to the City of Cypress for review and permitting in order for a Grading Permit to be obtained. This scope of work shall include the following:
 - Grading and Drainage Plans
 - Site Demolition Plan
 - Erosion Control Plan
 - Storm Water Quality Management Plan
 - Drainage Report
 - City Processing
- F. MEP to provide new work electrical plan for Site Lighting. Power connection and Lighting design of new restroom building
- G. MEP to assist City of Cypress to coordinate with SCE (Electric Company) and apply for new electrical service for new restroom building and site lighting
- H. MEP to provide mechanical plan for restroom exhaust fans design and plumbing plan for plumbing fixtures design for the new restroom.

4. SCOPE OF WORK - Phase II Contract Administration

- A. Team will make periodic visits to the site to familiarize itself with the progress of the work and to determine, in general, if the project is proceeding in accordance with the design intent and the contract documents. GS Lee & Associates will develop a schedule and written reports as required, but not limited to the following:
 - One (1) pre-construction meeting for the purpose of outlining the responsibilities of the Contractor and verifying the standards and the quality of workmanship
 - Shop Drawing and Materials Submittal schedule.
 - Master Construction Schedule
- B. Review meetings of irrigation and plant materials installation two (2) Total by WDA
- C. Review meeting for the purpose of verifying compliance with the plans, specifications and maintenance procedures two (2) Total by WDA
- D. Civil shall attend constructions upon request.

5. TEAM COMPOSITION

5.1. Prime Consultants – JWG Consortium

Community Outreach Consultant - JPW Communications
 Susanne Bankhead S.Bankhead@jpwcomm.com d:760-683-8395X706

Landscape Architect - Wilson Davis Associates
 Ben Montrella ben@wilsondavisassociates.com c: 714-917-7990

Project Management & Arborist - GS Lee & Associates Inc
 Geok Ser Lee geokser@gmail.com c: 949-331-8189

5.2. Sub-consultants

Civil Engineering consultant - SWS Engineering Inc.
 Michael D. Schweitzer michael@sws-engr.com c:760-884-7319

MEP Engineering consultant - MBI Companies
 Andy Chan andyc@mbicompanies.com c: 559-347-8249

Structural consultant - Wong Associates
 Ariv Wong awong@wongandassoc.com c: 714-227-7024

Cost consultant - Cumming Group
 Alan Campbell acampbell@cumming-group.com c: 949-416-1567

Architect of Record - Ruzicka Architecture
 John Ruzicka john@ruz-arch.com c: 310-597-9668

Hazardous Material Survey - Hillmann Consulting
 Valerie Murietta vmurietta@hillmann.com c: 714-309-6862

Utility Location - Specialized Testing Inc.
 Nick Benson nbenson@specializedtesting.com c: 562-670-7327

Geotechnical consultant - LC Engineering LLC
 Jack Liu landcco98@aol.com c: 626-203-1879

Renderer - Z- Rendering
 Adam Zaka adam.zaka@z-rendering.com c: 971-303.1737

6. TEAM RESUME

6.1. Public Outreach



Susanne Bankhead

PARTNER AND SENIOR VICE PRESIDENT

**“You know the hype man at concerts?
That’s Susanne at a public meeting.”**

Susanne Bankhead, CP3, is one of only three Certified Public Participation Professionals (CP3) in California through the International Association for Public Participation. With more than 20 years of experience in community engagement and public communications, she has led complex, high-visibility infrastructure and policy initiatives across California, including major public works, water, transportation and planning projects. Susanne brings deep expertise in stakeholder engagement strategy, public workshop facilitation, contentious issue management and long-term engagement planning, particularly within the water sector.

Prior to joining JPW Communications, Susanne served as Community Relations Manager for the City of Carlsbad, where she led a 12-person communications team responsible for internal and external communications, public engagement strategy and community relations. She previously worked in the private sector developing and implementing outreach programs for public agencies throughout Southern California. For this engagement, Susanne would lead Team JPW alongside GS Lee and Associates to develop and implement public engagement strategy, facilitation planning and communications alignment and communications – ensuring outreach activities are transparent, inclusive and aligned with the Cypress’ vision for the park regulatory responsibilities.

EDUCATION

- Cal State University, Long Beach: Master’s in Kinesiology
- Arkansas State University: Bachelor of Arts in Kinesiology
- International Association of Public Participation, Certified Public Participation Professional (CP3)*

**One of only three certified professionals in the state of California*

RELEVANT PROJECT EXPERIENCE

- **City of Encinitas:** Community outreach and engagement, construction outreach, strategy development, meeting planning and facilitation, stakeholder engagement, project management
- **City of Long Beach:** Community outreach and engagement, construction outreach, strategy development, meeting planning and facilitation, stakeholder engagement, project management
- **City of Tustin:** Community outreach and engagement, construction outreach, strategy development, meeting planning and facilitation, stakeholder engagement, project management
- **North County Transit District:** Community outreach and engagement, construction outreach, strategy development, meeting planning and facilitation, stakeholder engagement, project management
- **San Diego County Water Authority:** Community outreach and engagement, construction outreach, strategy development, meeting planning and facilitation, stakeholder engagement, project management
- **Western Water:** Community outreach and engagement, construction outreach, strategy development, meeting planning and facilitation, stakeholder engagement, project management

6.2. Landscape



BEN MONTRELLA, PRINCIPAL

EDUCATION:

Utah State University - 2003
Bachelor of Landscape Architecture
Department Landscape Architecture/Environmental Planning

EXPERIENCE:

Ben is a Licensed Landscape Architect with over 22 years of experience. Ben as a principal in charge, oversees all aspects of the landscape design of projects and day to day operations which encompasses a comprehensive scope of services such as: preliminary design concepts, design development, direction of design, all aspects of construction documents, and on the job site observation duties of evaluating the landscape contractors installation practices of irrigation mainline pressure tests, irrigation system coverage test, plant material selection and placement in compliance with public agency and landscape industry standards to minor grading adjustments due to site constraints and limitations and necessary construction observation reports.

PROFESSIONAL REGISTRATION

LANDSCAPE ARCHITECT LICENSURE: CA, NV, UT & AZ

WILSON DAVIS ASSOCIATES LANDSCAPE ARCHITECTURE

2825 LITCHFIELD DR., RIVERSIDE, CA 92503 (951) 353-2436 www.wilsondavisassociates.com

TIM DAVIS, PRINCIPAL, CA LIC #3353

EDUCATION: BS, Landscape Architecture – School of Environmental Design, 1984
California State Polytechnic University, Pomona

EXPERIENCE: Tim is a Licensed Landscape Architect with 34 years experience and a certified Landscape Irrigation Auditor. Tim oversees landscape design projects and the Computer Aided Drafting and Design (CADD) which encompasses a comprehensive scope of services such as: preliminary design concepts, construction documents, and on the job site observation duties of evaluating of the landscape contractors installation practices of irrigation mainline pressure tests, irrigation system coverage test, plant material selection and placement in compliance with public agency and landscape industry standards to minor grading adjustments due to site constraints and limitations and necessary construction observation reports.

PROJECT EXPERIENCE

- Cabazon Community Park - EDA
Cabazon, CA
Prepared hardscape design, planting and irrigation design for the park's ball fields, passive areas, tot lots and the landscape around the new Water District and Library.
- Palm Springs Unified School District Administration and Maintenance Facility
Palm Springs, CA
Prepared hardscape design, planting and Irrigation, employee break areas and streetscape along with storm water treatment.
- Upland Animal Shelter
Upland, CA
Prepared hardscape, planting and irrigation design that interfaced with the adjacent park.
- Rubidoux Child Care Facility - EDA
Rubidoux, CA
Prepared planting and irrigation design.
- San Jacinto Animal Shelter - EDA
San Jacinto, CA
Prepared hardscape, planting and irrigation design.
- Cucamonga County Water District Administration Headquarters
Rancho Cucamonga, CA
Prepared hardscape design with plaza water features and planting and irrigation design.
- Rancho Cucamonga City Maintenance Yard Facility
Rancho Cucamonga, CA
Prepared hardscape design and planting and irrigation design.
- Cucamonga County Water District Maintenance Facility
Rancho Cucamonga, CA
Prepared hardscape design and planting and irrigation design.
- Riverside Community College Student Support Center
Norco Campus
Norco, CA

Prepared hardscape design and planting and irrigation design.

- **Riverside Community College Quad Renovation**
Riverside Campus
Riverside, CA
Prepared hardscape design and planting and irrigation design for this renovation of the historic courtyard plaza.
- **Western Municipal Water District Operations & Maintenance Center**
Riverside, CA
Prepared hardscape design and planting and irrigation design.
- **Cal Poly Pomona Parking Structure**
Pomona, CA
Prepared hardscape design and planting and irrigation design.
- **La Mirada City Hall Civic Plaza**
La Mirada, CA
Prepared hardscape design with water feature and Veteran Memorial and planting and irrigation design.
- **De Anza Teen Center**
Ontario, CA
Prepared hardscape design and planting and irrigation design.
- **Phoenix Medical Clinic**
San Bernardino County Health Services
Prepared hardscape design and planting and irrigation design.
- **Riverside Community College Campus Park**
Moreno Valley Campus
Moreno Valley, CA
Designed the park with playground tot lot area and soccer fields
- **Riverside Fire Station #5**
Riverside, CA
Prepared planting and irrigation design.
- **Fire Training Center San Bernardino Airport**
San Bernardino, CA
Prepared planting and irrigation design.
- **Mudd Hall Plaza Renovation**
University of Southern California Campus
Los Angeles, CA
Prepared hardscape design and planting and irrigation design for this renovation of the historic Plaza.
- **Coy Estes Senior Center**
Upland, CA
Prepared planting and irrigation design.
City of Upland Public Works Service Yard
Upland, CA
Prepared hardscape, planting and irrigation design.
- **City of Moreno Valley Corporate Yard**, Prepared hardscape, planting and irrigation design. Moreno Valley, CA

6.3. Project Management, Arboriculture

GS Lee & Associates



Geok Ser Lee

Principal Consultant

Education - Bachelor of Architecture
National University of Singapore

Registration - New Zealand AERB #2166

Certification - LEED AP GBCI # 10409416

Professional Affiliations -AIA Int'l Assoc, NZIA, RIBA

Geok Ser has more than 30 years of consultancy experience in design management, project management, & client representation. He is well versed with sustainability design, different mode of project procurement methods including fast-track, prefabrication, design & build. He is adept at leveraging on the best-in-class expertise from across the globe for timely delivery of his clients' development projects at the right quality and well within budget.

Relevant municipal & commercial recreational projects

Singapore Tourism Board Headquarter - Singapore

Tenancy improvement for **The Province** retail – San Gabriel, CA

Re-purpose & renovation for **Stein Mart** retail – Woodland Hill, CA

Re-purpose & renovation for **Living Space** retail – Las Vegas, NV

Re-purpose & renovation for **Sears** retail – Kearney, NB

Storm Plaza Phase III retail – Torrance, CA

Kerry Sports Club with roof garden, 3 water features and roof-top jogging track – Beijing, China

Li Ka Shing Library, overlooking Campus Green and entails tree preservation of century old Banyan tree in Campus Green during construction of the city campus- Singapore Management University – Singapore

SC Vivo City retail mall – Ho Chi Minh City, Vietnam

School of Information System, SMU – Singapore

Lee Kong Chian School of Business, SMU – Singapore

School of Economics and Social Science, wrapped in green wall, SMU– Singapore

School of Accountancy, SMU – Singapore

Marriot Spa Resort & ballroom addition – Marco Island, FL



Design Consultancy, Project & Design Management, Owner Authorized Representation & TI

GS Lee & Associates



Janette Ly

Landscape Consultant & Arborist

Education- Bachelor's degree, Plant & Soil Sciences

-California State Polytechnic University-Pomona

Certification- Certified Arborist

Janette brings extensive experience in the planning and design of large-scale HOA communities and parks, with a strong emphasis on ecological stewardship. Her expertise includes community budget analysis and tracking, comprehensive tree evaluations, and the development of agronomic solutions for expansive landscapes. She plays an integral role in design development and client presentations, and prepares detailed landscape maintenance directives and seasonal maintenance calendars. Janette also conducts tree risk assessments and produces thorough arborist reports to support long-term landscape health and safety

Relevant Community Park projects

Pavilion Park- 194 Compass, Irvine, CA*

Cadence Park- 703 Benchmark, Irvine, CA*

Rise Park- 238 Merit, Irvine, CA*

Novel Park- 385 Novel, Irvine, CA*

Beacon Park- 501 Benchmark, Irvine, CA*

Solis Park- 130 Bosal, Irvine, CA*

The Pools Park- 120 Newington, Irvine, CA*

* prior project experiences



Landscape Design & Arboriculture Consultancy, Project Management, Landscape Renovation

6.4. Civil Engineering

Firm Resume

SWS Engineering, Inc.

Michael D. Schweitzer, P.E.
CEO / President

Mr. Schweitzer has over 26 years of civil engineering experience in educational and athletic facilities, residential, healthcare, biotechnology centers, industrial campuses, hospitality, commercial, build-to-suit, and public land development design and project management. In addition to his breadth of experience in a multitude of market sectors, Michael has led some of our most successful Design-Build delivery projects as Principal in Charge.



Michael has managed the design and development of numerous K-12, higher education, civic, life science and public projects, ranging from modernizations and upgrades to demolition and reconstruction of entire new campus sites. He has experience with over 30 school districts and over 100 K-12 projects in Southern California.

He is registered as a Professional Civil Engineer in the state of California and has been involved with projects up and down the West Coast. With offices in San Marcos, CA, Phoenix, AZ, and Nashville, TN, SWS Engineering serves with a staff of forward-thinking design professionals and has been an integral component of design teams for award winning and LEED Certified projects.

Education

University of Arizona 1995
Bachelor of Science,
Civil Engineering

Certifications

CA RCE 59658
AZ RCE 47006
TN RCE 124979
FL RCE 96544
NV RCE 31790
GA RCE 51658
HI RCE 21253
CA SBE 1788781
DIR 1000008599

Project Experience

City of Temecula Friendship Park
General Atomics Recreation Center & Park
CAR Playground
HMC Cathedral, Desert Hot Springs, Palm Springs & Rancho Mirage Field Lighting
USD Triton Baseball Stdm / Sports Park / Sports Courts
Lincoln HS & Marvin Elementary Joint Use Field
Hyatt ES Topo – DG Track Area
DLR Group Field Topo Work
RNT La Costa Canyon HS Field
Fontana HS Turf Field Project
Byron-Davey – Turf Field & Track Replacement
Palm Springs USD Cathedral / Rancho Mirage HS Field Ltng
DC Architects Caltech Sports Field
HMC Mission Hills HS Softball Field Storage
PBK Chaparral HS Field Topo
Palm Springs HS Field Lighting
DC Architects Evergreen ES Upper Playfield
Palm Springs USD Desert Hot Springs HS Field Lighting
BakerNowicki Torrey Hills Field Replacement
DC Architects – Corona Norco HS Baseball Field
3-D Enterprises Torrey Hills School Field Replacement
CSUSM Ballfield & Athletics Multi-Purpose / Baseball Field
Infrastruct. & Athletics Field Topo
Grossmont College Track
Turner Construction UCSD RIMAC Fields Turf

engineering. made. possible.

6.5. Mechanical, Electrical & Plumbing Engineering



Andy Chan, PE, MBA, CPMP Managing Principal | Electrical Engineer

Andy Chan brings extensive experience in project management, electrical design, and construction support. He has designed power, lighting, data and telecommunications, control, and fire protection systems for educational, institutional, healthcare, retail, commercial, and industrial facilities. Andy has led and coordinated engineering and drafting teams while ensuring compliance with engineering standards, specifications, documentation, and design consistency throughout all project phases.

Education

MBA, Management
Technology
University of Houston

Bachelor of Science:
Electrical Engineering
University of Houston

Registrations

Professional Engineer:
CA #E18090

Years of Experience
23

The Pegasus School New Library Building

Huntington Beach, CA
Demolished existing Building E and designed brand new Library Building at same location. Within this project, we assisted Pegasus to analyze existing electrical infrastructure, replace one of the existing main electrical switchboards, replace multiple buildings' panelboards and associated feeders.

Hacienda La Puente USD*

Valinda, CA
Fire alarm system modernization for Grandview Elementary School with 11 buildings.

Hacienda La Puente USD*

Hacienda Heights, CA
Fire alarm system modernization for Mesa Robles Elementary School with 12 buildings, Nelson Elementary School with 9 buildings, and Newton Elementary School with 6 buildings.

Gateway School Ventura County Office of Education*

Camarillo, CA
Brand new 22,000SF single story classroom building with new electrical, telecommunication and fire alarm service. Lighting system was LED type with addressable control system.

Long Beach USD*

Long Beach, CA
Assisted LBUSD to study the aged utility incoming service within the concrete vault. Modified electrical high voltage vault to accommodate

new electrical switchgear installation and power distribution to existing campus.

Los Angeles USD*

Los Angeles, CA
Upgraded LAUSD Castelar ES restrooms to meet ADA requirements. Water heaters, exhaust fans, lighting and other accessories were replaced for modernization.

Los Angeles USD*

Los Angeles, CA
Reused existing steel frame structure from demolished building and designed brand new High School #4 at South Gate. New high school contained three buildings: administration building, two-story classroom building, and multipurpose gymnasium building.

Los Angeles USD*

Los Angeles, CA
Upgraded LAUSD State Street ES restrooms and wheelchair lifts to meet ADA requirements. Water heaters, exhaust fans, lighting, and other accessories were replaced for modernization.

Newport-Mesa USD*

Costa Mesa, CA
Administrative building reconfiguration including all new power, data, and lighting throughout along with power to replacement HVAC units and fire alarm upgrade to Mariners ES, Newport, Heights ES, and Wilson ES.

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* Denotes previous work experience



Troy Persaud, PE

Senior Principal | Mechanical

Troy Persaud is a Mechanical Engineer with 9 years of demonstrated experience working in the architecture & planning industry. With a focus on HVAC design of healthcare, pharmacy, and laboratory facilities, Troy has completed multiple projects for the Department of Defense. Specific HVAC experience includes chilled water, hot water, steam distribution systems, direct expansion systems, and direct digital controls. Other components of his projects include Plumbing (water, sanitary), AT/FP, specification preparation and Energy analysis.

Education

Bachelor of Science
Mechanical Engineering
Clarkson University

Bachelor of Arts
Physics
University of New York at
Pittsburgh

Registrations

Professional Engineer: TN,
NC, FL, AL, KY, GA, MS, ME,
OK, TX

Years of Experience
9

Springbranch Lot 3 Main Project

Cleveland, TN
100,000 SF speculative (shell only)
manufacturing building with truck
loading along the rear of building and
potential truck parking behind the
electrical substation.

Colgate

Morristown, TN

- Training Room Renovation
- Micro Lab Renovation
- Feasibility Study

Ballad Health

Greeneville, Jefferson City, Johnson
City, TN

- Greeneville ED Expansion
- Greeneville LinAcc Replacement
- JC CT Replacement
- Greeneville CT Replacement
- Niswonger Childrens BHI
- Mountain City CT Replacement
- Lab Consolidation

UTK Basler Boathouse

Knoxville, TN
Build out of approximately 7 offices
on the second floor and a Head
Coach Office and Conference /
Recruiting room on the third floor.

South College: Certified Nurse Anesthetist Program

Knoxville, TN
Med Gas upgrade in existing Skills
Lab and Simulation Lab 1

Jefferson City Apartment Renovation

Jefferson City, TN
Renovation of 8 units with 2,240 SF
per floor.

Toms of Maine

Sanford, ME

- Vent and Drain Design
- Exhaust Design
- CIP/COP Exhaust Vents

Lenoir City Schools

Lenoir City, TN
School district master plan.

TCAT Jacksboro

Jacksboro, TN
New 34,928 SF administration and
instructional building. New 60,877 SF
high bay instructional building.

Claxton Elementary School

Powell, TN
New elementary school for Anderson
County Schools in Powell, TN.

Siemens / PETNET

Renovation - San Diego, CA
Renovation - Knoxville, TN

Blount County Schools

Maryville, TN
Renovations to CTE facility at William
Blount High School including HVAC
replacement.





Nick Bales, PE

Associate | Mechanical Engineer

Nick is a Mechanical Professional Engineer for MBI and has been with the company for four and a half years. He has experience with medical, residential, religious, government, office, industrial, commercial, and educational projects. His responsibilities include project design, coordination of construction documents, and departmental management. Nick's specific project experience includes managing multiple projects in various stages of design and construction as well as multi-phase construction projects.

Education

Bachelor of Science
Mechanical Engineering
University of Tennessee

Registrations

Licensed PE: TN

Years of Experience

10

Ballad Health

Greeneville, Jefferson City, Johnson City, TN

- Lab Consolidation

South College: Parkside

Knoxville, TN

- Occupational Therapy Training
- New Offices

Parkside Business Center

Knoxville, TN

Tenant finish out on 1st and 3rd floors.

Jefferson City Apartment Renovation

Jefferson City, TN

Renovation of 8 units with 2,240 SF per floor.

Toms of Maine

Sanford, ME

- Vent and Drain Design
- Exhaust Design
- CIP/COP Exhaust Vents

Lenoir City Schools

Lenoir City, TN

School district master plan.

Cecil Webb Rec Center

Knoxville, TN

Renovation of city rec center.

TCAT Jacksboro

Jacksboro, TN

New 34,928 SF administration and instructional building. New 60,877 SF high bay instructional building.

Claxton Elementary School

Powell, TN

New elementary school for Anderson County Schools in Powell, TN.

Blount County Schools

Maryville, TN

- Renovations to CTE facility at William Blount HS
- HVAC replacement at Samuel Everett
- Eagleton College and Career Academy CTE

Southern Adventist University

Collegedale, TN

New construction of 53,00 SF Ruth McKee School of Business

Knox County Schools

Knoxville, TN

- Renovations to all 14 district high school CTE facilities

University of Tennessee

- UTC - University Center Renovations
- UTK - Golf Weightroom





Jesse Jones

Mechanical/Plumbing Engineer Intern

With over 19 years of experience, Jesse assists with designing building systems, performing load calculations, creating CAD/Revit models, and conducting site surveys. From researching building codes and supporting construction administration through submittal reviews, Jesse brings technical expertise to projects in education, industrial, healthcare, and commercial. He brings extensive knowledge in the design of HVAC, piping, and plumbing systems (domestic water, sanitary).

Education

Bachelor of Science
Mechanical Engineering
Tennessee Technological
University

Years of Experience
19

Blount County Schools

Maryville, TN

- Science classroom renovations at William Blount
- William Blount CTE

Claxton Elementary School

Powell, TN

New elementary school for Anderson County Schools in Powell, TN.

Southern Adventist University

Collegedale, TN

- Ruth McKee School of Business
- Elevator addition to Wright Hall
- Bietz Center for Student Life

University of Tennessee

- UTC - University Center Renovations
- UTK - Basler Boathouse Office

South College: Parkside

Knoxville, TN

- Lonas 3rd Floor Offices
- Certified Nurse Anesthetist Program
- Occupational Therapy Training
- Parkside Center 2nd Floor

Knox County Schools

Knoxville, TN

- Renovations to all 14 district high school CTE facilities

Toms of Maine

Sanford, ME

- Vent and Drain Design

Lenoir City Schools

Lenoir City, TN

School district master plan.

TCAT Jacksboro

Jacksboro, TN

New 34,928 SF administration and instructional building. New 60,877 SF high bay instructional building.

Pirates Voyage

Panama City, FL

Anderson County Chamber of Commerce

Clinton, TN

Centra Care Urgent Care Centers

Ocala, Winter Garden Lakeland, Trinity, FL, and Laurel, MD

CHA Airport Parking Garage

Chattanooga, TN

Pilot Truck Shops

Nationwide





Andrew Montes, ACC Project Manager

Personable Electrical Engineer with an emphasis on Power Systems with 4 years of electrical engineering experience and 5+ years of customer service experience. Applying engineering principles to work with a group of professionals to design and develop power systems for a variety of building applications.

Education

Bachelor of Science
Electrical Engineering
Cal State University - Long Beach

Associates
Mathematics
Mount San Antonio College

Registrations

Professional Engineer: CA

Years of Experience

5

City of Anaheim - Anaheim Convention Center Lighting Improvement

Anaheim, CA
Assist City of Anaheim to study and provide suitable solution for replacement the interior lighting system at lobby area and few large conference rooms.

Castaic Union School District

Castaic, CA
Upgrades to site lighting, power distribution, and systems supporting the modernized Administration, Multi-Purpose, Library, and classroom buildings.

Newport Mesa Unified School District - M&O Victoria Fire Alarm Replacement

Newport Beach, CA
Provided electrical engineering services for DSA-approved fire alarm replacement.

Hacienda La Puente Unified School District - Kwis Elementary School Fire Alarm Replacement

Hacienda Heights, CA
Provided electrical engineering services for DSA-approved fire alarm system replacement.

Brea Olinda USD - Brea Olinda High School Kitchen Cooler & Freezer

Brea, CA
Electrical engineering for new refrigerator and freezer installation, including connections, fire alarm updates, and construction support.

Palmdale School District - Joshua Hills Portable Restrooms

Palmdale, CA
Renovation of Classroom 16 and Administration Office with electrical design, fire alarm updates, and DSA plan support.

University of Southern California

Los Angeles, CA
RRB 109 + 110 Engineering

Zion Market*

Los Angeles, CA | San Diego, CA
Electrical system design for a grocery store with a café/bakery tenant and 25,000 SF rooftop food hall.

SCE Maintenance and Test Building*

Location: Ventura, CA
Scope: Office and Shop building complete reconstruction.

2911 Adams*

San Diego, CA
6-story Modular housing project with 72 apartments and 2,0000 SF of retail space on the ground floor.

Whiskey Hotel Hollywood*

Los Angeles, CA
62,213 SF luxury hotel with 32 rooms.

Inland Christian Home*

Chino, CA
Kitchen and Dining area remodel for an assisted living home.

* Denotes previous work experience

6.6. Structural Engineering



WONG & ASSOCIATES Consulting Engineers, Inc.

180 S. Prospect Ave. Suite 110

Tustin, CA 92780

Phone: (714) 838-9898 Fax: (714) 838-9899



Wong and Associates was established in 2004 and offers a wide ranged of structural design services from simple to complex structures. Our engineering staffs have more than 90 years of combined experiences working on projects from residential, tenant improvement, retail, commercial, and industrial as well as high rise buildings. A long term relationship with our clients based on trust we earn through our performance and respect is critical in our continued company's growth. One of our strength is our ability to work collaboratively as a team player with our clients to solve and produce innovative design challenges.

EXPERIENCE OF KEY PERSONNEL

Name : ARIV NATHANIEL WONG, SE
Education : California State University, Fresno
Degree : Bachelor of Science in Civil Engineering
Graduated in 1985 with a specialization in Structures.
Licenses : CA - Civil Engineer, License C55045
 CA - Structural Engineer, License S5095
 NV - Civil/Structural Engineer, License #19678
 AZ - Structural Engineer, License #48745
 PA - Civil Engineer, License #PE048470R
 HI - Structural Engineer, License #13855

Experience:

Mr. Wong has been working in the field of structural engineering for over 25 years. He has completed numerous projects in a wide range of structural disciplines making his knowledge of the profession widely diverse. Some of his projects include: retail shopping centers, office buildings, parking structures, educational facilities, industrial buildings, and high rise buildings. Mr. Wong interest in computers has enabled him to become very proficient with several structural engineering software's that allow him to provide an economic design in a time frame that complies with project schedules. Ariv's exceptional personality makes him a pleasure to work with. His vast experience enables him to offer innovative ideas in the design of any complex projects to satisfy clients architectural design intent by maintaining the shape and functionality of the buildings.

Name : WIRA TJONG, SE
Education : Virginia Institute of Technology, Virginia
Degree : Master of Science in Structural Engineering
Licenses : CA - Civil Engineer, License C48087
 CA - Structural Engineer, License S3729

Experience:

Mr. Tjong extensive experience in many industrial and high rise buildings is a very valuable asset for our company's growth. He has been working in the field of Structural Engineering for over 28 years. His experience working with one of the large design built firm in the Unites States has given our firm a vast technical and professional knowledge to tackle many engineering challenges. In addition, he has created some engineering programming in concrete structure to simplify design processes to overcome complicated concrete structures.

WONG & ASSOCIATES Consulting Engineers, Inc.

180 S. Prospect Ave. Suite 110

Tustin, CA 92780

Phone: (714) 838-9898 Fax: (714) 838-9899

Team JWG Consortium Response Proposal



Name : SURJONO BUDIMAN, PE
Education : Parahyangan Catholic University, Bandung - Indonesia
Degree : Master of Science in Structural Engineering
License : CA - Civil Engineer, License C75059

Experience:

Mr. Budiman has been working in the field of Structural Engineering for over 10 years. During these years he has gained an extremely impressive understanding of his profession. With a high interest and prowess for computers he has developed several programs and design aids that allow him to finish projects rapidly while maintaining accuracy. His experience in the structural engineering field is a valuable asset to the company due to his wide range of knowledge about the diverse disciplines. The multiple projects that he has completed have made him an expert in the design of masonry, wood, steel, and concrete structures. He has successfully completed several commercial, retail, and residential buildings. Mr. Budiman enthusiasm and love for what he does make him very easy and enjoyable to work with and, in turn, makes the quality of every project is exceptional.

Name : JULIANUS KURNIAWAN,
Education : M.T.I. College
Degree : Associates Degree in Computer Aided Drafting & Design

Experience:

Mr. Kurniawan has acquired an expertise in the area involving Computer-Aided-Design. His experience as a CAD operator as well as a manager during the last six years has allowed him to develop several customized methods to deliver a quality product in an extremely short period of time. His strong understanding of computers enables him to efficiently develop impressive techniques that aid him in his design work. Mr. Kurniawan's diverse experience in the field of structural computer-aided-design has made him the best in his field. His friendly characteristics and love for his career make him a pleasure to work with.

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Tustin, CA 92780
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Project list related to city parks:

Wong & Associates Consulting Engineers, Inc. prepared structural calculation and drawings for the following:

1. **Ontario Sports Complex – City of Ontario, CA**
 Building Type: New Construction – CMU Buildings
 A total of 15 Park buildings of various use (restrooms, storage/maintenance, and Concessions buildings)
 Building Area: Varies from 800 s.f to 3,800 sf for single story, and 8,000 s.f. for two story
 Status: Under construction
2. **Civic Center Plaza (New Playground & Amenities) – City of Pomona, CA**
 Building Type: New Construction – CMU Buildings
 A total of 2 Park buildings (Restrooms & Maintenance)
 Building Area: 830 s.f. and 930 s.f.
 Status: Under construction
3. **Auburndale Park Community Center – City of Corona, CA**
 Building Type: Remodel/Addition – Wood building
 Rest room additions to existing multipurpose buildings. Added a free Standing trellis canopy between the two buildings.
 Building Area: 2,200 s.f and 1,700 s.f.
 Status: Under construction
4. **Multipurpose San Marino Center – City of San Marino, CA**
 Building Type: Tenant improvement – Wood building
 Interior remodel, new roof top units addition and roof framing reinforcement, and Site trellis addition.
 Building Area: 10,600 s.f.
 Status: Construction completed
5. **Central Park – City of Santa Clarita, CA**
 Building Type: New restroom building – CMU building
 Building Area: 1,200 s.f.
 Status: Construction completed
6. **Senior Center Improvements – City of Perris, CA**
 Building Type: Tenant Improvement/Addition – Wood building
 Building Area: 8,200 s.f.
 Status: Construction completed
7. **Desi House, Jurupa Community Services District – Eastvale, CA**
 Building Type: Tenant Improvement/Interior remodel – Wood building
 Building Area: 7,900 s.f.
 Status: Construction completed

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6.7. Architect of Record

JOHN RUZICKA, ARCHITECT ABA, LEED AP

john@ruzickaarchitecture.com

(310) 597-9668

License C-35390

EDUCATION:	UNIVERSITY OF KANSAS, B.A. ARCHITECTURAL STUDIES (2004) NEWSCHOOL OF ARCHITECTURE & DESIGN, MASTER OF ARCHITECTURE (2008)
WORK EXPERIENCE:	BOWERY DESIGN + DEVELOPMENT (2014-2018) PARTNER/ PRINCIPAL ARCHITECT - ARCHITECT OF RECORD ON ALL BOWERY PROJECTS FROM 2015-2018. MARMOL RADZINER (2012-2014) PROJECT MANAGER - RESPONSIBLE FOR ALL ASPECTS OF THREE RESIDENTIAL PROJECTS FROM CONCEPT DEVELOPMENT TO CONSTRUCTION ADMINISTRATION. APPLETON & ASSOCIATES (2011-2012) PROJECT MANAGER - JOB CAPTAIN FOR \$100M PROJECT ON CATALINA ISLAND HUBBELL & HUBBELL ARCHITECTS (2006-2010) PROJECT MANAGER - PRODUCTION ARCHITECT FOR NUMEROUS RESIDENTIAL DESIGN PROJECTS
REFERENCES:	BILL MCGREGOR - PREVIOUS CLIENT (1540 & 1550 CASALE ROAD) OWNER OF MCGREGOR-BROWN REAL ESTATE DEVELOPMENT PHONE: (310) 770-8787 BRITTANY SANDERS - PREVIOUS CLIENT (3560 THATCHER ROAD) PHONE: (310) 428-0105 MARTIN PEREZ - GENERAL CONTRACTOR OWNER OF GMP CONSTRUCTION PHONE: (310) 948-2730
NOTABLE PROJECTS:	1200 STEVEN WAY, BEVERLY HILLS ARCHITECT OF RECORD FOR 12,000 SF HILLSIDE HOME CONSTRUCTION PENDING (Bowery Design + Development) 3020 LAKERIDGE DR, HOLLYWOOD ARCHITECT OF RECORD FOR 8,500 SF HILLSIDE HOME UNDER CONSTRUCTION (Bowery Design + Development) 1540 & 1550 CASALE ROAD, PACIFIC PALISADES ARCHITECT OF RECORD FOR TWO 5,500 SF HOMES UNDER CONSTRUCTION (Ruzicka Architecture) 9016 W. THRASHER AVENUE, HOLLYWOOD ARCHITECT OF RECORD FOR 10,000 SF HILLSIDE HOME PERMITS PENDING (Bowery Design + Development) 8817 THRASHER AVENUE, HOLLYWOOD ARCHITECT OF RECORD FOR 10,000 SF HILLSIDE HOME PERMITS PENDING (Bowery Design + Development) 1511 N SUMMITRIDGE DRIVE, BEVERLY HILLS ARCHITECT OF RECORD FOR 9,000 SF HILLSIDE HOME UNDER CONSTRUCTION (Bowery Design + Development) 300 WEST MERITO PLACE, PALM SPRINGS PROJECT ARCHITECT FOR 5,000 SF RENOVATION COMPLETED 2015 (Marmol Radziner)

JOHN RUZICKA, ARCHITECT ABA, LEED AP

john@ruzickaarchitecture.com

(310) 597-9668

License C-35390

**NOTABLE PROJECTS:
(CONTINUED)****1140 CALLE VISTA DR, BEVERLY HILLS**ARCHITECT OF RECORD FOR A 15,000 SF HILLSIDE HOME
UNDER CONSTRUCTION (Bowery Design + Development)**656 HUNTLEY DR, WEST HOLLYWOOD**ARCHITECT OF RECORD FOR 5,000 SF HOME
UNDER CONSTRUCTION (Bowery Design + Development)**8741 ST. IVES DRIVE, HOLLYWOOD**ARCHITECT OF RECORD FOR A 16,000 SF HILLSIDE HOME
UNDER CONSTRUCTION (Bowery Design + Development)**2939 GLENDOWER AVE, LOS FELIZ**ARCHITECT OF RECORD FOR A 18,000 SF HILLSIDE HOME
UNDER CONSTRUCTION (Bowery Design + Development)**1616 BLUE JAY WAY, HOLLYWOOD**ARCHITECT OF RECORD FOR A 5,000 SF HILLSIDE REMODEL
UNDER CONSTRUCTION (Bowery Design + Development)**2521 NOTTINGHAM AVE, LOS FELIZ**ARCHITECT OF RECORD FOR A 12,000 SF HILLSIDE HOME
PERMITS PENDING (Bowery Design + Development)**3560 THACHER ROAD, OJAI**ARCHITECT OF RECORD FOR 3,500 SF ADDITION/REMODEL
UNDER CONSTRUCTION (Ruzicka Architecture)**1675 N. CRESCENT HEIGHTS BLVD, HOLLYWOOD**PROJECT ARCHITECT FOR 8,000 SF HILLSIDE HOME
COMPLETED 2016 (Marmol Radziner)**3435 VIA LOMA VISTA, ESCONDIDO**PROJECT ARCHITECT FOR 3,000 SF GREEN HOME
AWARDED LEED PLATINUM
AIA SAN DIEGO 'HOME OF THE YEAR'
COMPLETED 2010 (Hubbell + Hubbell)**DENMIX OFFICES, BEVERLY HILLS**PROJECT ARCHITECT FOR 1,800 SF OFFICE TENANT IMPROVEMENT
UNDER CONSTRUCTION 2018 (Ruzicka Architecture)**TEN BELLS WINE BAR, ECHO PARK**ARCHITECT OF RECORD FOR 2,400 SF WINE BAR AND RESTAURANT
IN DESIGN (Ruzicka Architecture)

6.8. Cost Consultant

CUMMING GROUP

Main Contact

Alan Campbell
 Managing Director
acampbell@cumming-group.com
 M +1 (949) 416-1567
 O +1 (949) 334-8868

120 Vantis, Suite 510
 Aliso Viejo, CA 92656
cumming-group.com

Firm Profile

Cumming Management Group, Inc. (Cumming Group) is a privately held corporation founded in California in 1996. Cumming Group is a leader in providing project consulting services to the A/E/C industry, including cost and project management, planning and scheduling, and construction dispute resolution. Cumming Group has grown to more than 3,000 team members within 70+ offices globally – including many of the brightest minds in the industry. Cumming Group is passionate about helping its clients execute largescale, complex projects on-time and within budget. Services are specifically tailored to each client's needs and add meaningful value at every step of a project's development. Drawing on deep expertise in the communities and sectors they serve, Cumming Group anticipates and solves problems, delivers solutions, and drives results.

For this project, Cumming Group will serve as cost consultant. Cumming Group's cost team is one of the largest providers of cost estimating and management services in the U.S., including a skilled team of in-house MEP cost specialists. Cumming Group works on more than 400 estimates each month, delivering unparalleled experience in this discipline. Core cost management services include budgeting, milestone cost estimating, value analysis, cost validation, peer review, and change order evaluation.

Project Experience – Municipal

Cumming Group's project experience includes the completion of assignments in support of architects, engineers, owners, and others. Specifically, Cumming Group has completed **more than 2,700 projects for city- and county-operated facilities**. These projects have involved parks, public spaces, city halls, civic centers, police/fire facilities, libraries, offices, community centers, animal shelters, transit centers, operations and maintenance facilities, and public works, among others.

Relevant Projects

Aliso Viejo Wilderness Park - Entry, Aliso, Viejo, CA
 City of Hayward, Bidwell Park Renovation, Hayward, CA
 City of Anaheim, Center Greens Improvements & New Park Amenities, Anaheim, CA
 City of Fontana, New Central City Park & Sports Facility, Fontana, CA
 City of La Palma, Central Park Improvements, La Palma, CA
 City of Seal Beach, Marina Park Project, Seal Beach, CA
 City of Laguna Niguel, Crown Valley Park Master Plan, Laguna Niguel, CA
 City of Culver City, Parks Master Plan Assessments & Recommendations, Culver City, CA
 Girl Scout House - Marina Park, Newport Beach, CA
 City of Long Beach, 51st Street Greenbelt Project - New 1-Acre Park, Long Beach, CA
 Ham Park - Phase II, Inglewood, CA
 City of Irvine, Heritage Park Improvements Master Plan, Irvine, CA
 County of San Bernardino, New Softball Field at Kessler Park, Bloomington, CA
 County of Los Angeles - Walnut Park, New Pocket Park Dev. & Stormwater Improvement, Los Angeles, CA
 City of Fullerton, Lemon Community Park Renovation, Fullerton, CA
 Marina Park, Newport Beach, CA
 City of Newport Beach, Marina Park - New Beachfront Park with Community Center & Sailing Center, Newport Beach, CA
 Orange County Parks, John D. Cooper Center Fossil Research Facility Master Plan Feasibility Study, Santa Ana, CA

CUMMING GROUP

OC Parks, John D. Cooper Center Fossil Research Facility Master Plan Feasibility Study, Santa Ana, CA
 Orange County Great Park, Shade Structures at Athletic Facilities Throughout Park, Irvine, CA
 County of Orange, New 100-Acre Regional Park, Tustin, CA
 Otay Valley Regional Park, Rios Staging Area Access, San Diego, CA
 City of Pico Rivera, Pico Park Renovation, Pico Rivera, CA
 City of Anaheim, New Ponderosa Park & Family Resource/Community Center, Anaheim, CA
 City of Cypress, Recreational Infrastructure Study of 20 Park Facilities, Cypress, CA
 San Geronio Park, Sitework Renovation, San Clemente, CA
 San Luis Rey River Park, San Diego, CA
 City of Santee, New Santee Town Center Community Park, Santee, CA
 Scherer Park, Los Angeles, CA
 City of Signal Hill, Signal Hill Park Master Planning, Signal Hill, CA
 City of Irvine, Stonegate Park Development - Buildings & Entry Monuments Options, Irvine, CA
 City of Tustin, New Veterans Sports Park at Tustin Legacy, Tustin, CA
 City of Tustin, Tustin Legacy Park Site Planning, Tustin, CA
 City of Tustin, Tustin Legacy Park Trailhead Project, Tustin, CA
 Vasona Lake County Park, Creekside & Meadowbrook Group Areas Renovations, Los Gatos, CA
 City of Santa Maria, Veterans Memorial Park Upgrades, Santa Maria, CA
 Will Rogers Memorial Park Refurbishment, Beverly Hills, CA
 City of Indio, Yucca Park New Pergola, Indio, CA
 City of Santa Maria, Historic Enos Ranch House Refurbishment & New Gardens-Barn-Sitework to Create New Park/Museum, Santa Maria, CA
 OC Parks/OCRDM - Modjeska Historic House & Gardens, Pedestrian Bridge Replacement, Modjeska Canyon, CA

Project References

CA Dept. of Water Resources/USBR/NOAA, New Joint Operations Center

West Sacramento, CA

Client: Dreyfuss + Blackford

Contact: Gus Fischer, Partner; P: 916-453-1234; E: gfischer@db-arch.com

Approx. Construction Value: \$220 Million

Years of Services: 2020-2021 & 2023

Construction Completion: Est. 2025

Services: Cost Estimating

Sustainability Level: LEED Goal TBD

Cumming Group provided criteria document level rough order of magnitude cost estimating for a new 327,150-sq.-ft. joint operations center. The proposed new facility will co-locate the Department of Water Resources (DWR) Operations and Maintenance, DWR Division of Flood Management, and DWR State Water Project Power and Risk Office within one facility.

The plans included a 285,000-sq.-ft. main operations office building; 10,250-sq.-ft. essential services building with Tier 3 computer rooms; 31,900-sq.-ft. warehouse; and 625-sq.-ft. communications tower. The facility will also include exterior storage, on-site parking, generator, secured parking, and support structures. Because limited information was available for site development, improvements and landscaping, Cumming Group included conceptual cost estimates with quantities to be used as a baseline budget for sitework costs. The 27-acre facility requirement was being evaluated at three alternative sites. Cumming also provided revised estimates for a project restart in 2023, which involved space reconfigurations to remove occupancy of a Federal partner who dropped from the plan.

Southern California Edison, Program Development and Project Management

Southern California

Client: Southern California Edison

Contact: Maria Gutierrez, 626-302-5027, Maria.Gutierrez@sce.com

Approx. Construction Value: \$100+ Million

Year of Program Services: 2006–2016; As-Needed Services: 2017-2023

CUMMING GROUP



Southern California Edison (SCE) awarded Cumming Group a contract to assist them with a multi-project program encompassing future construction activities of the company. Our services are in support of the SCE Corporate Real Estate group for new construction projects, and upgrade projects headed by the SCE Facilities Management group. For several years, Cumming functioned as an extension of staff for SCE, with later services performed as-needed. Specifically, projects have entailed remodels/renovations/ upgrades, expansions, and relocations. Cumming Group has completed services for 200+ projects at more than 50 locations throughout Southern California.

7. REFERENCES

7.1. Municipal Clients -Public Outreach

JPW Communication-Susanne Bankhead

City of Tustin

Erica Yasuda, City Clerk

eyasuda@tustinca.org

d: 714-573-3027

City of San Marcos

Michelle Bender, City Manager

mbender@san-marcos.net

d: 760-744-1050, ext. 3134

City of San Luis Obispo

Greg Hermann, Deputy City Manager

ghermann@slocity.org

d: 805-781-7194

7.2. Park Project Clients – Landscape/ Aboriculture

GS Lee & Associates – Janette Ly

First Service Residential

Chaio Winters- Community Manager

Chaio@fsresidential.com

951.258.6772

First Service Residential

Jen Wilson- Landscape Development Manager

Jen.wilson@fsresidential.com

310.483.8892

First Service Residential

Jonathon Hill- General Manager

Jhill@fsresidential.com

714.944.6762

8. ASSUMPTIONS AND EXCLUSIONS

8.1. Assumptions

- AutoCAD files of the existing building's architectural, structural and MEP drawings are available for use by the team
- The existing building's infrastructure of electrical, mechanical and plumbing system is adequate with modifications for the intended renovation without requiring any upgrade and design for new equipment.
- The existing electrical system has adequate capacity for the renovation project
- The existing electrical switchboards/ panelboards have circuit breaker spaces for renovation project.
- The electrical load measurement per NEC 220.87 requirement is available to the team.
- The electrical as-built plan is accurate and no electrical circuit tracing is required
- The existing mechanical system has adequate capacity for the renovation project
- Deliverables are delivered as soft copy with 1 set of half size hardcopy at each milestone stage, namely -concept, schematic design and construction document
- No site lighting improvement is required other than the lit signages
- No emergency/ power system is required.
- No seismic upgrade is required should the existing building be retained,
- Budget estimates and probable cost provided at the 3 milestone stages SD, DD and CD are based on natural evolution of the design through typical stages. Additional scope which is not typical design development will be considered additional service.
- Soft costs including Owner contingency and Owner Soft Cost Management are excluded from the estimate unless requested in the RFP.

8.2. Exclusions

The following items are specifically excluded from our scope of work covered by our fees They are

deemed to be additional services if required by the City with additional time and cost impact to procure, coordinate or perform those services

- Measured drawings of existing building and reconciliation of city's as-built with actual site conditions
- Excludes Public Improvement Plans
- Excludes Traffic Control Plans if required to be contracted directly between the Client and Traffic Engineer
- Excludes Environmental studies or environmental impact reports
- Excludes Grant Deeds, Title Fees, Geotechnical, Biological, Archaeological, Traffic & Noise Studies and consultant fees
- Excludes Construction Staking and SWPPP
- Excludes as-built plans
- Exclude all agency fees and annexation processing fees and off-site letter of permission.
- Low voltage system design (including equipment selection, layout and wireless access point design. etc) Low voltage conduits pathway infrastructure will be provided.
- Electrical coordination study and arc flash study can be provided as additional service.
- Emergency / backup power system design can be provided as additional service.
- Pre-Functional and Functional Commissioning services can be provided as additional service.
- Art, Artifact and Accessories Selection and Procurement
- Purchasing and procurement services
- Quantity take-off for Bills of Quantities
- Ironmongery & Hardware consultant
- City and relevant AHJ Submittal & Processing Fees
- LEED and/ or Sustainability Consultant
- Water Feature Consultant
- Façade & Façade Maintenance Consultant
- Utilities consultant
- 3rd Party inspection services
- Value Engineering
- CASp survey reports and/ or certification (ie DAIC, local or other brand requirement)
- Additional Services, which may include:
 - Manage additional work and deliverables requested by the City
 - Manage redesign of work previously approved by the City and/or sub-consultants
 - Manage redesign of work due to inaccurate information provided by the City and/ or sub-consultants
 - Resubmission to the Authority required due to changes made by the City and/or sub-consultants after submission and unforeseen new circumstances
 - Significant extension of the program owing to circumstances outside of GS LA control. E.g. value engineering, changes in design, regulatory changes
 - City's failure to provide timely decisions, approvals or information.
 - Manage redesign of work due to material stipulated in design brief or requested by City/ user groups no longer in production including research for substitution.
 - Custom software and media content, equipment mock-ups and demonstrations
 - Pre-visualization/ computer generated imagery (CGI) except for the 5X 3D rendering and a 30second flythrough called out in the RFP.



CITY OF CYPRESS

Community Outreach and Design for the Expansion of Baroldi Sycamore Park

Qualifications | February 20, 2026



109 W. Union Avenue | Fullerton, CA 92832
(714) 871-3638 | www.migcom.com

In association with:

Converse | Crane | CWE | ISE | VCL

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109 W. Union Avenue
Fullerton, CA 92832
(714) 871-3638
www.migcom.com

CALIFORNIA

BERKELEY, FULLERTON,
LOS ANGELES, PASADENA,
RIVERSIDE, SACRAMENTO,
SAN DIEGO, SAN JOSE,
AND SONOMA

COLORADO

DENVER

NEW YORK

BROOKLYN

OREGON

PORTLAND

TEXAS

SAN ANTONIO

WASHINGTON

SEATTLE

February 20, 2026

Nick Mangkalakiri
City of Cypress
5700 Orange Avenue
Cypress, CA 90630

RE: Proposal for Design Services for Baroldi Sycamore Park Rehabilitation

Dear Nick Mangkalakiri and Selection Committee Members:

MIG, Inc. (MIG) is pleased to submit our proposal to the City of Cypress for community outreach, master planning, and design services for the expansion of Baroldi Sycamore Park. This project represents a unique opportunity to thoughtfully integrate the newly acquired parcel with the existing park and to create meaningful new recreational space for the surrounding neighborhood.

We understand the City's goals to lead a strong public process, evaluate design alternatives, and deliver a cohesive, buildable park expansion that enhances Baroldi Sycamore Park while remaining sensitive to adjacent residential uses. MIG brings extensive experience with park renovations and expansions, and we are well-versed in the coordination, phasing, technical rigor, and community engagement required to move projects from early visioning through construction documents.

MIG recently completed the Arnold Cypress Park project with the City of Cypress, and we found the process to be a highly positive and collaborative partnership with City staff. This recent experience gives us a strong understanding of the City's standards, review processes, and expectations, and positions our team to deliver an efficient and responsive design process for Baroldi Sycamore Park.

Our integrated team includes landscape architecture, architecture, civil engineering, green infrastructure and water quality, lighting design, and smart irrigation systems. MIG also provides in-house visualization services, including 3D renderings, photo-simulations, and video flyovers, to support community engagement and clearly communicate design concepts. In addition, MIG can support CEQA documentation, including preparation of a Negative Declaration or Mitigated Negative Declaration.

For more than 40 years, MIG has delivered over \$1.5 billion in public recreation and community facility improvements and has been recognized with more than 200 design awards. We create parks that are inclusive, engaging, and durable places that serve the community today while supporting long-term operations and maintenance.

We appreciate the opportunity to be considered for this important project and look forward to partnering with the City of Cypress to shape the future of Baroldi Sycamore Park. If you have any questions, please feel free to contact either of us at the numbers and emails below. Thank you for your consideration.

Sincerely,

Oscar Johnson, PLA, CPRS
Principal-in-Charge
oscarj@migcom.com

Holly De La Torre, LEED AP, CPSI
Project Manager
hollyd@migcom.com

Firm Organization, Credentials, Background

About MIG, Inc.

Moore Iacofano Goltsman, Inc. (MIG), improves, adapts, and creates organizations, environments, and tools for human development. We are a community of designers, planners, engineers, scientists, and storytellers who engage people in creative problem-solving and collective action. We believe that the physical and social environment around us has a profound impact on our lives, and this belief shapes the principles that guide our work:

- » Communities should plan their own futures.
- » Great projects work for everyone.
- » Elegant design inspires new thinking.
- » All work must be context driven.

MIG is at the forefront of innovation. We are leading local, regional, and national planning and design initiatives to ensure accessibility and equity; engage, educate, and empower people through participatory processes; facilitate strategy development for social change; create playful and inclusive communities; reimagine streets and repurpose infrastructure; revitalize cities and restore ecosystems; and promote environmental stewardship by recognizing that the health of the natural and built world is mutually dependent.

For over four decades, MIG has worked with public, private, and nonprofit agencies and their constituents throughout the United States to effectively address any issue on the planning and design spectrum related to parks and recreation—concept to construction; strategic plan to master plan; historic preservation to open space conservation; sustainability to feasibility; and everything in between. Our dedicated staff has the background and experience to scope and implement projects that enable people to actively participate in making decisions that impact their access to and use of parks, open space, and recreation resources.

The depth of our expertise encompasses the full range of assessment, analysis, outreach, design, and planning methods/skills required to help communities create and responsibly manage available resources—ensuring the right balance in the amount, size, types, and locations of parkland, recreation amenities, and services for each community now and in the future. The breadth of our experience is unparalleled—from regional open space and trails to community and neighborhood parks to recreation centers and youth programs. Our approach is based on a thorough understanding of all factors associated with parks and recreation, from maintenance and operations to site safety and funding; efficiency and accuracy in data gathering and analysis; and creativity and innovation in facility design, problem-solving, and strategic implementation.



Subconsultant Profiles

CONVERSE

The Converse Professional Group, dba Converse Consultants (Converse), is an employee-owned Small, Local, and Minority Business Enterprise founded in 1946 by Caltech Professor Fred Converse. The firm provides geotechnical and environmental consulting services to public agencies and has extensive experience with Southern California parks.

For this project, Converse will perform necessary geotechnical/soils investigation, agronomic soil analysis, and analysis of potential hazardous materials (asbestos survey, etc.) and provide remediation recommendations, if necessary.

CRANE

Crane Architectural Group is a full-service architectural and planning firm that specializes in Park and Recreation projects. For more than two decades, Richard J. Crane, Jr., AIA, has designed projects that fully and effectively meet the needs of community and governmental agencies. At Crane Architectural Group, we align that experience with a range of fresh approaches provided by a team of qualified professionals. Result: Design Excellence.

Crane Architectural Group provides full service architecture and planning services that include land planning, site analysis, programming, feasibility studies, ADA Studies, construction cost estimating, building design, construction documents, governmental processing, projects bidding and negotiation, and construction contract administration & observation.



Crane: Centennial Park restroom building



Converse: Civic Center Plaza playground materials testing, inspections, and geotechnical engineering

CWE

Since 2006, CWE's trusted and distinguished civil infrastructure, water resources, and environmental engineering services have enhanced the quality of life of our esteemed communities. We are privileged to have served over 350 public municipalities, utility companies, private businesses, and federal agencies who have benefitted from our promise of Creating a Better Tomorrow, Today™. We work tirelessly to bring the mastery, creativity, and commitment necessary to deliver forward-thinking results to enhance the communities we live, work, and play in, leaving them better for the next generation. This is the CWE standard.

Civil engineering and associated construction services are a vital component in our everyday lives. Our civil engineering expertise covers a wide range of complex, multidiscipline projects for public and private clients. Our comprehensive capabilities and forward-thinking approach identifies cost and schedule savings to make each project a fiscal success and produce the results our clients need. At CWE, we pride ourselves on developing solid PS&Es that are defensible and constructible. Our staff have extensive experience in the construction management of civil engineering projects, which gives them a foundation of sound, realistic engineering principles and the know-how to understand what project elements will work best at a given site.



CWE: City of San Fernando Regional Park infiltration design and construction management

ISE

Established in 2007, we founded our business with the belief that good design should solve problems while being affordable. To give our clients the affordable and value-engineered work they deserve, we use innovative design methods to reduce construction costs while maintaining structural integrity. You will be provided with innovative solutions to today's building and development challenges, because we work in tandem with our clients and architectural partners to find responsive design solutions that are cost-effective and time-efficient.

ISE Structural Engineers has successfully worked with governmental agencies to provide desired services for On-Call Services, New Civic Buildings, Tenant Improvements, Foundation Design, Code Updates, Landscape Structures, and more. ISE greatly enjoys and desires to help their clients develop new designs and updates to existing buildings to allow your governmental agencies to better serve the desired needs of the public.

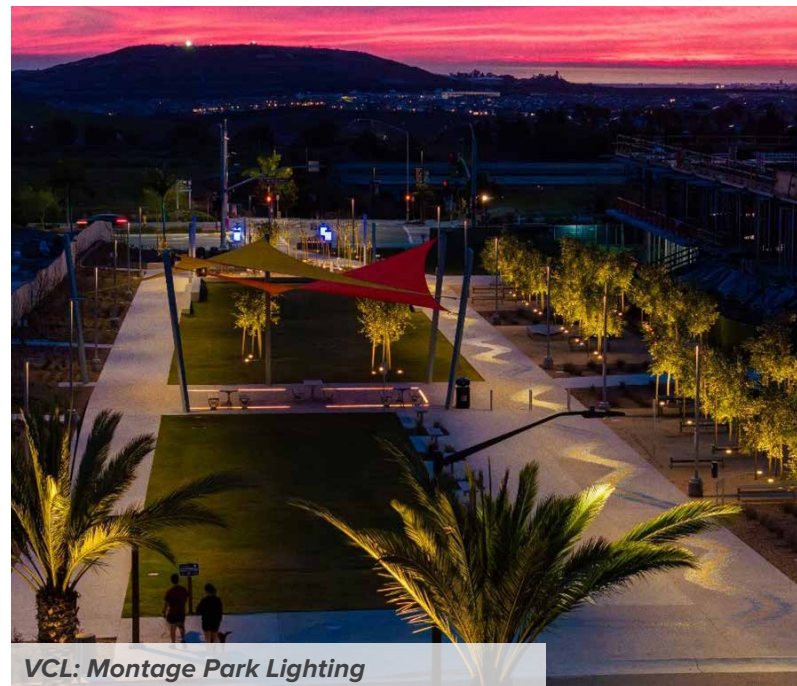
VCL

Since our establishment in 2004, Visual Concepts Lighting, Inc., stands as a leading full-service electrical engineering firm, dedicated to the intricate art of sustainable lighting design. While our capabilities span the entire spectrum of electrical engineering, we have honed our focus and expertise on outdoor lighting, epitomizing a 'Fusion of Light' that transforms spaces — from high-end residential landscapes to picturesque streetscapes and dynamic municipal ball fields.

At Visual Concepts Lighting, our design philosophy is rooted in a seamless journey, guiding clients from lighting concept to construction-ready plans. With a robust foundation of over 30 years of hands-on electrical field experience and a cumulative 45 years of design prowess, we are committed to delivering designs that align with the true intent of our clients. Our approach aims to eliminate costly change orders, ensuring the successful realization of efficient and effective electrical systems.



ISE: Laselle Sports Park site structures and light poles



VCL: Montage Park Lighting

The MIG Team

MIG is proud to present an experienced and highly qualified team to provide professional landscape architecture, architecture, environmental, and engineering services for the Baroldi Sycamore Park Project. Our team members identified in the organizational chart and staffing table have been selected for their strong expertise in their fields of work as well as for their passion for this project. Please refer to our Design Budget, under separate submission, for a detailed breakdown of staff hours by task. Detailed resumes for all proposed key personnel are included starting on page 12.

Project Management

With his meticulous attention to detail and his dedication to longevity, Principal-in-Charge/Senior Landscape Architect **Oscar Johnson, PLA, CPRS**, will allocate adequate resources to this project and assure that contractual requirements are met. Oscar will provide overall project direction, oversight, and quality control.

Project Manager **Holly De La Torre, LEED AP, CPSI**, will oversee the day-to-day work of the MIG Team, making certain the project's design is being developed while pacing the team to remain on schedule and under budget. Holly is a landscape designer with over 18 years of experience, with a special interest in parks that increase recreational value within the communities they serve. She has participated in projects from conceptual design through construction and knows the importance of complete and definitive construction documents and the value of collaboration throughout the design and construction process.

Team Organization and Project Staffing



MIG

STAFF/ROLE	RESPONSIBILITY
Oscar Johnson <i>Principal-in-Charge, Landscape Architect</i>	Project Management Park Design
Holly De La Torre <i>Project Manager, Landscape Designer</i>	Project Management Park Design
Ada Lu, <i>Landscape Designer</i>	Park Design
Eric Freeman <i>Irrigation Designer</i>	Park Design
Evan Lanning, <i>Visualizations</i>	Park Design
Bob Prasse, <i>CEQA Specialist</i>	CEQA

Subconsultants

STAFF/ROLE	RESPONSIBILITY
Siva K. Sivathasan, Ph.D., P.E., G.E., QSD, DGE, F. ASCE, <i>Principal Engineer</i> Chris Baker, <i>Project Geologist</i>	Geotechnical – Converse
Richard Crane, AIA, <i>Principal</i> Mark Thomas Blumer, LEED - AP, <i>Project Architect</i> Steve Kalthoff, <i>Project Manager</i>	Architecture – Crane
Vik Bapna, PE, ENV SP, CPSWQ, QSD/P, <i>Civil Engineer Lead</i> Katie Harrel, PE, ENV SP, QSD, <i>Civil Engineer</i>	Civil Engineering – CWE
Shawn Lothrop, <i>Principal Structural Engineer</i> Matthew Espinoza, <i>Senior Project Manager</i> Greg DeLeon, <i>Project Manager</i>	Structural Engineering – ISE
Ken Perez Sr., <i>President</i> Ken Perez Jr., <i>Senior Project Manager</i>	MEP – VCL

We have provided key staff resumes starting on page 12.

Experience

MIG has experience managing complex, multi-objective parks and public realm infrastructure projects that create a high degree of community support through creative design, dynamic visuals, and powerful metaphors. The tables below provide a summary of MIG's parks, recreation, community engagement, and outreach experience.

MIG SELECT PARKS AND RECREATION PROJECTS

	LANDSCAPE DESIGN	CONSTRUCTION DOCUMENTS & ADMINISTRATION	PARK PLANNING & DESIGN	PUBLIC REALM DESIGN	SPORTS/ATHLETIC FIELDS	ENTRY & PARKING AREAS	EVENT & PERFORMANCE AREAS	ACCESSIBILITY/ UNIVERSAL DESIGN	SUSTAINABILITY/ LOW-IMPACT DESIGN	NATIVE PLANTING	SIGNAGE	CHILDREN'S PLAY ENVIRONMENT	SEATING & PICNIC AREAS	LIGHTING	COMMUNITY OUTREACH
Always Dream Park, Fremont, CA	●	●	●	●				●	●			●	●	●	●
Anaheim Coves Multi-Use Trail, Anaheim, CA	●	●		●		●		●	●	●	●	●	●	●	●
Anaheim Outdoors Connectivity/Urban Greening, Anaheim, CA		●	●		●		●				●	●	●	●	
Angeles National Forest Supervisor's Office, Arcadia, CA	●	●				●		●	●	●			●	●	
Arcadia Gold Line Station Plaza, Arcadia, CA	●	●	●	●	●	●	●	●	●		●	●	●	●	●
Arnold Cypress Park, Cypress, CA	●	●	●	●	●	●		●	●	●	●	●	●	●	
Burbank Water & Power EcoCampus, Burbank, CA	●	●		●		●	●	●	●	●	●		●	●	
Compton Creek Natural Park, Compton, CA	●	●	●			●	●	●	●	●	●	●	●	●	●
Desiderio Park, Pasadena, CA	●	●	●	●		●	●	●	●	●	●	●	●	●	●
Dills Park Renovation, Paramount, CA	●	●	●		●	●	●	●	●	●	●	●	●	●	●
Downey Parks Renovations, Downey, CA	●	●	●		●	●	●	●	●			●	●	●	●
Earvin "Magic" Johnson Park, Willowbrook, CA	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
El Dorado Park at Pacoima Wash, Los Angeles County, CA	●	●	●			●		●	●	●	●	●	●	●	●
Exposition Park Landscape Master Plan, Los Angeles, CA	●		●	●	●	●	●	●	●	●	●	●	●	●	●
Greenleaf Parkway Parks, Compton, CA	●	●	●	●		●		●	●	●	●		●	●	●
Hart Park Renovations, West Hollywood, CA	●	●	●					●					●	●	
Hing Hay Park, Seattle, WA	●	●		●		●	●	●	●			●	●	●	●
Johnny Carson Park Revitalization, Burbank, CA	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
Lake Forest Serrano Creek and Pittsford Parks, Lake Forest, CA	●	●	●			●		●					●	●	●
Lambert Park Renovation, El Monte, CA	●	●	●		●			●	●				●	●	●
LANLT Wishing Tree Park, Carson, CA	●	●	●		●	●					●		●	●	●
Layne Park Revitalization, San Fernando, CA	●	●	●		●	●		●	●	●	●	●	●	●	●
Liberty Park Renovation, Cerritos, CA	●	●	●		●	●	●	●	●				●	●	●
Mendez Tribute Monument Park, Westminster, CA	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
Monrovia Station Square Transit Village Park, Monrovia, CA	●	●		●	●	●	●	●	●		●	●	●	●	●
Ord and Yale Park, Los Angeles, CA	●	●		●	●	●	●	●	●	●	●	●	●	●	●
Pasadena Playhouse Village Park, Pasadena, CA	●	●	●	●		●	●	●	●		●	●	●	●	●
Ponderosa Park, Anaheim, CA	●	●	●					●	●				●	●	●
Santa Monica Memorial Park Renovation, Santa Monica, CA	●	●	●	●	●	●	●	●	●	●	●	●	●	●	●
Santee Town Center Community Park, Santee, CA	●	●	●		●	●	●	●	●	●	●	●	●	●	●
Stoneview Nature Center, Culver City, CA	●	●		●	●	●	●	●	●	●	●	●			
Veterans Sports Park at Tustin Legacy, Tustin, CA	●	●	●		●	●	●	●	●	●	●	●			●
Ventura Community Park, Ventura, CA	●	●	●		●	●	●	●		●		●	●	●	●
Westlake Village Canyon Oaks Park, Westlake Village, CA	●	●	●			●		●	●	●			●	●	●
Westlake Village Community Park, Westlake Village, CA	●	●	●		●		●	●	●				●	●	●
Westminster 25 Parks Renovations, Westminster, CA	●	●	●		●	●	●	●	●			●	●	●	●
West Wilshire Park Athletic Field Improvements, Los Angeles, CA	●	●	●		●	●		●	●				●	●	●
Yanaguana Garden at Hemisfair Park, San Antonio, TX	●	●	●	●		●	●	●	●			●	●	●	●



Arnold Cypress Park

MIG prepared the master plan and construction documents for complete redesign of this existing 14.55-acre community park. The park includes a centrally located hub of three lighted softball fields. This park serves as the home field for the local, long-time championship girls' softball league and provides bullpen and batting cage amenities for tournament-level play. A central plaza with a restroom/concession building, large children's play area, and shaded group and family picnic facilities offer convenient support facilities. A practice ballfield is in the southwest corner of the park. Eight pickleball courts, a full basketball court, volleyball court, and exercise equipment area are in the northeast active corner of the park. For flexible use, an open grass area is adjacent to the group picnic structure. Ample parking is provided for 294 cars. A perimeter walk around the park encourages easy access and ADA compliance.



PROJECT DETAILS

Firm: MIG

Client: City of Cypress

Location: Cypress, CA

Reference: Nick Mangkalakiri,
City Engineer, City of Cypress,
(714) 229-6729,
NMangkal@cypressca.org

Dates: 2022–2025

Team Members Involved:

Oscar Johnson, Holly De
La Torre, Bob Prasse, Eric
Freeman



Wishing Tree Park

MIG and the Los Angeles Neighborhood Land Trust (LANLT), in cooperation with the County of Los Angeles, the Los Angeles Conservation Corps, and the community, moved forward in the final design process to realize the development of a new 8.45-acre neighborhood park.

The park's design program incorporates the community's vision for creating a unique recreational, social, safe, and accessible public space that includes play, healthy physical activity, neighborhood connections, energy efficient and sustainable technologies, and educational components. The park also promotes health and well being, and educates the community in regenerative landscape systems and water and energy conservation.

The amenities of the park include: a play area with 2–5- and 5–12-year-old age-appropriate play equipment; concrete plaza; baseball field with bleachers; two futsal courts; a basketball court; open passive turf areas; restroom building with a meeting room; maintenance yard and building; solar security lighting; individual picnic areas; fencing; bollards; benches; picnic tables; barbeques; drinking fountains; shade shelters; arbors; decomposed granite walking/jogging trail; California-friendly planting; and on-site parking.



PROJECT DETAILS

Firm: MIG

Location: Los Angeles County, CA

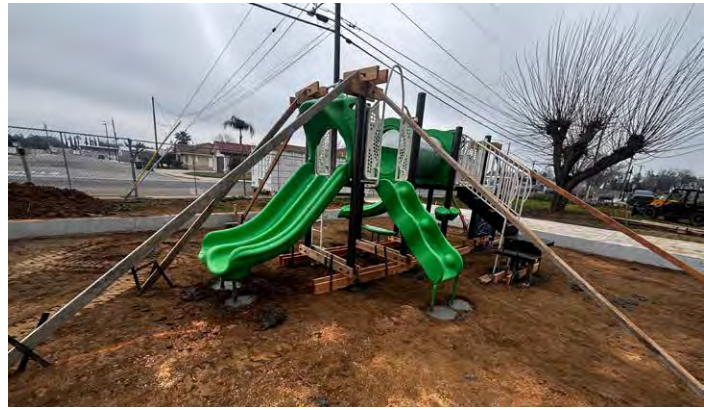
Client: LANLT

Reference: Tori Kjer,
Executive Director, LANLT
(310) 909-3891
TKjer@lanlt.org

Dates: 2016–2022

Team Members Involved:
Oscar Johnson

Awards: 2024 Los Angeles
Business Council Award for
Architecture



Olive Bowl / Kaku Park

MIG is currently developing design and construction documents for this existing park renovation-expansion in Lindsay, CA. This renovation-expansion was made possible through a \$3.67-million grant from the California Statewide Park Development and Community Revitalization Grant.

The City received valuable input from the community during their grant process and provided a general concept with recommended amenities. MIG utilized this information as the foundation of the final design used for construction drawings.

This 7.8-acre site will feature three new lighted softball/baseball fields with bleacher seating, bullpens, dugouts and safety netting; restroom building; concession/storage building; new shade shelter; 2–5- and 5–12-year-old play area; fitness equipment; a perimeter walking/jogging path; passive turf areas; renovated picnic shelters; parking lot; security lighting and video surveillance; fencing; and trash enclosure, as well as planting and irrigation.

The project will modernize the park facilities, upgrade the existing infrastructure, and add new amenities. The upgraded lighting will be more efficient and decrease energy demand while maintaining public safety. The new landscaping and irrigation system will improve the visual character of the park while improving water conservation.



Firm: MIG

Location: Lindsay, CA

Client: City of Lindsay

Reference: Joseph Avina, City Services Manager/Inspector, Department of City Services & Planning
(559) 562-7102 ext. 4
JAvina@lindsay.ca.us

Dates: 2020–Ongoing

Team Members Involved:
Oscar Johnson, Holly De La Torre



Martin Luther King Jr. (MLK) Community Park

MIG prepared the Master Plan for the major renovation of Martin Luther King Jr. (MLK) Community Park in East Bakersfield, California. The approximately 15-acre park and community center has been re-imagined with a new community center building hosting many programmed facilities including a large gymnasium with full basketball court, spectator seating and cross courts, locker rooms, restrooms, weight room, multi-use banquet room, health/family resource center, multi-use rooms, technology room, bike repair shop, and events plaza. The park offers an amphitheater, basketball courts, multi-use sports courts, shaded picnic areas, gathering pavilion, community garden, children's play areas, sprayground, water slide and pool complex, a memorial plaza to greet visitors, and ample parking. A second floor will conveniently house the City's recreation department and park rangers' office. The master plan process engaged stakeholders, the community, and neighborhood residents and garnered great input reflected in the final plan.

MIG is currently developing "bridge documents" to direct the master plan intent into 50% construction documents to guide contractor design/build implementation of the proposed park improvements.



Firm: MIG

Client: City of Bakersfield

Location: Bakersfield, CA

Reference: Darin Budak,
Director Recreation and Parks
City of Bakersfield
(661) 326-3866
DBudak@bakersfieldcity.us

Dates:

- » Master Plan Phase:
2022–2023
- » Current 50% CD Phase:
2025–2026

Team Members Involved:

Oscar Johnson, Holly De La Torre, Ada Lu



Veterans Sports Park at Tustin Legacy

MIG prepared the Master Plan and construction documents for the 31.5-acre Tustin Legacy Park, which is the City of Tustin’s “flagship” community sports park with four soccer fields, three ballfields, four tennis courts, two basketball courts, and eight pickleball courts—all lighted for nighttime use. The park site, which is located on the former Tustin Marine Corps Air Station, required a significant amount of environmental study and remediation for its re-purposed community park use. It also involved a strategic property swap with the adjacent community college district to increase the acreage and provide convenient parking.

Additional improvements include a children’s play environment, splash pad, group picnic pavilion, concession/restroom building, perimeter walking trail with exercise stations, passive open space, and on-site parking for 456 cars. A veterans’ monument is also included in the park improvements to commemorate military personnel and the historical significance of the base. Construction was completed in Fall 2020.



Firm: MIG

Location: Tustin, CA

Client: City of Tustin

Reference:

Chad Clanton, Director of Parks
& Recreation Services
(714) 573-3326
CClanton@tustinca.org

Dates: 2015–2020

Team Members Involved:

Oscar Johnson, Holly De La
Torre

Team Resumes



Oscar Johnson, PLA, CPRS



PRINCIPAL-IN-CHARGE

EDUCATION

- » BSLA, California State Polytechnic University, Pomona

REGISTRATIONS

- » Landscape Architect: CA #6481

PROFESSIONAL AFFILIATIONS

- » California Parks & Recreation Society (CPRS)

AWARDS

- » SCC ASLA Quality of Life Merit Award: Anaheim Coves, 2014
- » SCC ASLA Merit Award in Landscape Art: South Beach Promenade, 2007
- » Los Angeles Business Council Award for Architecture: Wishing Tree Park, 2024
- » ASLA Southern California Honor Award: Mendez Tribute Monument, 2025
- » ASLA Southern California Merit Award: Wishing Tree Park, 2025

Oscar Johnson always had a passion for drawing and creating, and he's been fulfilling it as a landscape architect and project manager for almost three decades. Oscar started as a landscape designer at MIG. His steady rise to firm principal is the result of his meticulous attention to detail and dedication to unwavering quality and customer service. From multimillion dollar sports facilities to intimate neighborhood parks, Oscar has designed and managed construction for various public and private projects throughout California. He develops cost-effective construction details and design specifications that can be built to last. He is adept in establishing a camaraderie with clients, colleagues, and contractors to shepherd projects from design to ribbon-cutting. Oscar is proactive in reducing risks and applying new technologies and materials to his designs. He describes himself as “a build-a-better-mousetrap type of person,” who takes the Big Picture and fills in the fine lines. While his work has benefited people in many communities, Oscar particularly appreciates providing physical, mental, and emotional stimulation to children with disabilities through his work—facilitating their interaction with nature and with others.

SELECTED PROJECT EXPERIENCE

- » Wishing Tree Park, West Carson, CA
- » Tustin Legacy Veterans Sports Park, Tustin, CA
- » Arnold Cypress Park, Cypress, CA
- » Martin Luther King Jr. (MLK) Community Park, Bakersfield, CA
- » Mendez Tribute Monument Park, Westminster, CA
- » Parks & Recreation Facilities Master Plan, Westminster, CA
- » 25 Westminster Parks Renovations, Westminster, CA
- » Anaheim Coves Phases 1 and 2, Anaheim, CA
- » Deer Canyon Park Preserve, Anaheim, CA
- » Huntington Beach Pier Plaza and South Beach Renovation, Huntington Beach, CA
- » Ponderosa Park, Anaheim, CA
- » Downey Four Parks Improvements, Downey, CA
- » Big League Dreams, Las Vegas, NV
- » Compton Creek Nature Park, Compton, CA
- » Dills Park Renovation/Expansion, Paramount, CA
- » Firestone Boulevard, Downey, CA
- » Fullerton Parks Renovation – Adlena, Byerrum, and Valencia, Manteca, CA
- » Grace Park, Long Beach, CA



Holly De La Torre, LEED AP, CPSI



PROJECT MANAGER / LANDSCAPE DESIGNER

EDUCATION

- » BS, Landscape Architecture, California State Polytechnic University, Pomona

REGISTRATIONS

- » LEED Accredited Professional
- » Certified Playground Safety Inspector, National Recreation and Park Association

Holly De La Torre's wide interests in landscape architecture, coupled with the breadth of projects she has worked on for over 18 years with MIG, has led her to be a strong member of the design team. She has participated in projects from conceptual design through construction and knows the importance of complete and definitive construction documents and the value of collaboration through the design and construction process.

Holly's interest in improving the larger environment and quality of life has been demonstrated in her successful design of streetscapes, parkways, campuses, multigenerational parks, sports fields, play environments, and most recently dog parks, where the owner's interaction and comfort are as important as the canine activity design. She has also successfully participated in public outreach, recreation facility assessments, and park and recreation master plans.

SELECTED PROJECT EXPERIENCE

- » Arnold Cypress Park, Cypress, CA
- » Olive Bowl/Kaku Park, Lindsay, CA
- » Anaheim Coves, Anaheim, CA
- » Compton Creek Natural Park, Compton, CA
- » Pico Park, Pico Rivera, CA
- » Cerritos Park East, Cerritos, CA
- » Santee Towncenter Park, Santee, CA
- » Mesa Marin Sports Park, Bakersfield, CA
- » Perris Valley, Big League Dreams Sports Park, Riverside County, CA
- » Big League Dreams Sports Park, Manteca, CA
- » Ever Sports Park, Templeton, CA
- » Fresno Figarden Baseball Complex, Fresno, CA
- » Dick Clark Dog Park Concept Plan, Burbank, CA
- » Tehachapi Valley Recreation and Parks District Master Plan, Tehachapi Valley, CA
- » Parks Master Plan, Santa Ana, CA
- » Parks and Recreation Facilities Plan, Westminster, CA
- » Bakersfield Recreation and Parks Master Plan, Bakersfield, CA



Ada Lu



PROJECT ASSOCIATE

EDUCATION

- » Master of Landscape Architecture + Urbanism, School of Architecture, University of Southern California, Los Angeles
- » Master of Planning and Urban Design, Beijing Forestry University, Beijing, China
- » BS, Landscape Architecture, Huazhong Agricultural University, Wuhan, China

Ada Lu is an award-winning landscape designer who is dedicated to balancing people and nature through her work. Her experience and education in the U.S. and China provide unique insights in creating landscapes for a broad range of projects from parks to housing to transportation. Ada views the combination of nature and art in landscape design as a way to infuse beauty into the social fabric. With over 10 years of experience, she brings creativity and critical thinking to each collaborative design effort.

SELECTED PROJECT EXPERIENCE

- » Martin Luther King Jr. (MLK) Community Park, Bakersfield, CA
- » Bakersfield Recreation and Park Master Plan, Bakersfield, CA
- » Pico Rivera Major Corridors Median and Parkway Beautification, Pico Rivera, CA
- » Pico Rivera Rosemead Boulevard Median Beautification, Pico Rivera, CA
- » LACDPW Headquarters Landscape Master Plan, Los Angeles, CA
- » Oxnard Campus Park Design, Oxnard, CA
- » Palmdale Regional Recreation Complex, Palmdale, CA
- » City of Orange New Park, Orange, CA
- » Hermosa Beach Climate Change Adaptation & Resiliency Measures, Hermosa Beach, CA
- » LA County Parks Needs Assessment, LA County, CA
- » City of Hope Campus Landscape Master Plan, Duarte, CA
- » Fig+Pico Convention Center Hotel, Los Angeles, CA
- » Lost Hills Bridge & Streetscape, Lost Hills, CA



Bob Prasse



CEQA LEAD / DIRECTOR OF ENVIRONMENTAL SERVICES

EDUCATION

- » MURP, University of Southern California
- » BA, Public Affairs/Urban Planning, University of Southern California

Bob Prasse has extensive knowledge and expertise in urban planning and environmental analyses. A college class on the economics of environment peaked Bob's interest in the factors affecting the built environment, which led to over a 35-year career working with public agencies and developers throughout Southern California. With his analysis, communications, and writing skills, Bob helps clients anticipate and adjust to changing conditions while still meeting project goals related to general and specific plans, zoning ordinances, development reviews, and entitlement services. In addition, he has managed, prepared, and processed CEQA and NEPA documentation for a wide range of planning projects, including large-scale mixed-use communities, public facilities, general plans, retail centers, and warehouse/logistics complexes.

SELECTED PROJECT EXPERIENCE

- » Eastern Municipal Water District Potable Water Well 204 IS/MND, Perris, CA
- » The Preserve Water Facility, Chino, CA
- » Atlantic Boulevard Improvement Project ND, Commerce, CA
- » Clean Water Factory EIS/EIR, San Bernardino, CA
- » Pine Ave. Connector Environmental Assessment and CALTRANS Project Report, Chino, CA
- » The Preserve Sewer Main EA/MND, Chino, CA
- » Taft Solar Energy Generation and Storage Project IS/MND, Taft, CA
- » Condor Battery Energy Storage Facility Project IS/MND, Grand Terrace, CA
- » Memorial Park Modernization IS/MND, Upland, CA
- » Indio Central Park and Public Safety Complex IS/MND, Indio, CA
- » High School #10 EIR, Chaffey Joint Union High School District, Ontario, CA
- » The Preserve Specific Plan and EIR, Chino, CA
- » Duke Realty Logistics Warehouse EIR, Redlands area of San Bernardino County, CA
- » Covina Town Center Specific Plan EIR, Covina, CA
- » Smoky Hollow Specific Plan EIR, El Segundo, CA
- » Positive Investment, 66 Lot TTM IS/MND and MSHCP Consistency, Moreno Valley, CA
- » California Recycler Plastics-to-Fuel Conversion Plant IS/MND, Grand Terrace, CA
- » Inland Center Dr. Warehouse IS/MND and Regulatory Permitting, San Bernardino, CA



Eric Freeman, PLA



IRRIGATION SPECIALIST

EDUCATION

- » BS, Landscape Architecture, California State Polytechnic University, Pomona

REGISTRATIONS

- » Licensed Landscape Architect: CA # 6245, NV #1054

From the walnut groves and hills of his hometown to the landscapes he's created for over two decades, Eric Freeman has used his imagination to turn ideas into places for people to explore and enjoy. His strong family ties and military service have instilled dedication and discipline, evident in his thoughtful approach to project management and meticulous attention to detail and design quality. His career course was set after reading a description of the landscape architecture profession—combining creativity, connection to the outdoors, and people's experience of place and space. Even with the experience and expertise he has cultivated, Eric is enthusiastic about learning and mastering new skills and approaches. His greatest satisfaction comes from seeing his work come to life as people repeatedly use and engage with his finished product. Regardless of size, site, or situation, he strives to exceed expectations and leave a positive impression.

SELECTED PROJECT EXPERIENCE

- » Arnold Cypress Park, Cypress, CA
- » Hawthorne Suites by Wyndham, Duarte, CA
- » Euclid Downtown Ontario, Mixed-Use Apartment Project, Ontario, CA
- » Rocky Trail Road, Diamond Bar, CA
- » I-15 Express Lanes, Corona, CA*
- » I-15 Express Lanes Flyover Connector, Corona, CA*
- » Temecula, I-15/SR79 Temecula Parkway, Temecula, CA*
- » Eastvale, I15 / Limonite, Eastvale, CA*
- » Cherry Beaumont, Beaumont, CA*
- » Chino Villas, Chino, CA*
- » Foothill Median, Irwindale, CA*
- » Los Alamitos Apartments, Los Alamitos, CA*
- » Project Cougar, Beaumont, CA*
- » Chino Villas, Chino, CA*
- » Foothill Median, Irwindale, CA*

** Project completed prior to joining MIG*



Evan Lanning, TBD



VISUALIZATIONS / URBAN PLANNER

EDUCATION

- » MLA, Kansas State University

CERTIFICATIONS

- » FAA Remote Pilot Certification, 2021

AWARDS

- » Downtown Excellence Award for Best Places: Durango Downtown's Next Step, Downtown Colorado Inc., 2024
- » Excellence Award: SA Tomorrow Regional Centers Planning, International Downtown Association, 2021

Evan Lanning brings with him a range of experience in the planning and design of natural and built environments. His expertise includes community planning and design, parks, pop-up parks and plazas, and complete streets. Evan is motivated by the power of well-designed public space and its ability to shape society for the better. He pushes for all individuals to benefit from this effect, striving towards a more equitable future.

Evan's design and planning processes pull from his solid understanding in social and environmental systems paired with a wealth of knowledge in software and technology. In doing so, he adapts to unique design dilemmas and produces innovative results. What motivates Evan everyday is the opportunity to address unique challenges within communities and recognizing them as places with unique stories, memories, and identity.

SELECTED PROJECT EXPERIENCE

- » San Marcos Downtown Plan, San Marcos, TX
- » Downtown Boulder Vision Plan, Boulder, CO
- » Downtown Greensboro 2030 Plan, Greensboro, NC
- » Downtown KC 2030 Vision Plan, Kansas City, MO
- » Denver Upper Downtown Plan, Denver, CO
- » Main Avenue Streetscape Design, Durango, CO
- » Heart of Golden Plan, Golden, CO
- » Downtown Design Plan, Alamosa, CO
- » Fort Collins City Plan, Fort Collins, CO
- » 30th and Colorado Underpasses, Boulder, CO
- » Regional Transportation District—Theatre District Convention Center Station, Denver, CO
- » San Antonio VIA Transportation Master Plan, San Antonio, TX
- » Helena Multimodal Transportation Study, Helena, MT
- » Charlotte Center City 2020 Vision Plan, Charlotte, NC
- » Denver Neighborhood Planning Initiative—Far Northeast Neighborhoods, Denver, CO
- » New Castle County Reality Check and Planning Game, New Castle County, DE
- » SA Tomorrow Sub Area Plans—Phases 1 and 2, San Antonio, TX
- » Ken Pratt Boulevard Widening, Longmont, CO

Dr. Siva Sivathasan, PHD, PE, GE

PRINCIPAL ENGINEER | CONVERSE

Dr. Siva Sivathasan is a registered civil and geotechnical engineer in California, with 31 years of geotechnical and construction experience. He is skilled at analyzing complex geotechnical problems and preparing comprehensive reports with detailed recommendations. He has extensive knowledge of construction projects from managing geotechnical observation and testing, special inspection and material testing, and Caltrans source inspection services. Dr. Sivathasan provides source inspection for major transportation projects in Southern California and is a subject matter expert for the California Board of Professional Engineers, Land Surveyors, and Geologists for geotechnical engineering exam development.

EDUCATION

- » PhD, Civil Engineering, University of California, Davis, 2002
- » MS, Civil Engineering, University of California, Davis, 1997
- » BS, Civil Engineering, University of Peradeniya, Sri Lanka, 1994

REGISTRATIONS

- » California, Civil Engineer No. 63185
- » California, Geotechnical Engineer No. 2708
- » Diplomate in Geotechnical Engineering No. 1169
- » CFR 1910.120 OSHA 8-Hour Refresher Training
- » CFR 1910.120 OSHA 40-Hour Training
- » Nuclear Soil Density Gauge Certification

SELECTED PROJECT EXPERIENCE

- » East Wilmington Greenbelt Community Center Sites 1 and 2, Los Angeles, CA
- » Del Amo Neighborhood Park Project, Torrance, CA
- » Marshall Community Park Project, San Gabriel, CA
- » Improvement to Robinson Park, Pasadena, CA
- » Veterans Park, Pomona, CA

Chris Baker

PROJECT GEOLOGIST | CONVERSE

Chris Baker has nine years of experience providing geotechnical services. He performs field investigations and explorations for the purpose of developing soil characterization for future construction projects and investigations for fault rupture hazards, slope stability analysis, and general geotechnical engineering. Additionally, he develops project proposals and budgets for contracting, as well as following the approved contract budgets through the investigations.

EDUCATION

- » BS, Geology, California State University, Bakersfield, 2015

REGISTRATIONS

- » California, Professional Geologist, #10200

SELECTED PROJECT EXPERIENCE

- » Stantec/County of Los Angeles Department of Public Works, Stormwater Capture Parks Program, Various Locations, Los Angeles County, CA
- » MIG/City of Carlsbad Pickleball Courts, Carlsbad, CA
- » Intake/Diversion Design (Area 2) Project, Arroyo Seco Canyon, Pasadena, CA
- » Walsh Construction Company II, LLC - Las Virgenes – Triunfo JPA, Pure Water Project, Agoura Hills, CA
- » Geotechnical Desktop Study Report for Geologic Hazard Assessment and Geotechnical Investigation, Santa Clarita, CA
- » Newhall Zone 1 – 3 MG Prestressed Concrete Tank Project, Santa Clarita, CA
- » Faircourt Lane Improvement Project Pavement Study Letter Report, Glendale, CA
- » Princessa Crossroads Development Project Geotechnical Peer Review, Santa Clarita, CA
- » Additional Valley Outfall Relief Sewer (AVORS) and East Valley Interceptor Sewer (EVIS) Gates Replacement, Van Nuys, CA
- » Advanced Water Purification Facility Progressive Design-Build Procurement, Agoura Hills, CA

Richard Crane, AIA

PRINCIPAL | CRANE

After graduating from Cal Poly Pomona's Architecture Program, Richard Crane worked with Thomas Maurer AIA & Associates. Promoted, in turn, to Project Manager, to Design Administrator, and finally to Vice President, Mr. Crane was responsible for all phases of process, including programming, budgeting, planning, design, construction document preparation, contract administration, and general office management. When Mr. Crane left Thomas Maurer, he joined Belair-Crane Design Group as principal partner. He remained in that position for four years, and was again responsible for all phases of architectural process.

Today Mr. Crane is the principal of Crane Architectural Group, where he provides architectural services for projects ranging from private developments to civic structures designed for public use.

EDUCATION

- » Bachelor of Architecture, California State Polytechnic University, Pomona, California
- » Associate of Arts in Business Management, Cerritos College, Norwalk, California

REGISTRATIONS

- » Registered Architect; State of California No. 21132; State of Texas No. 18270; State of Nevada No. 4964; State of Arizona No. 42293; State of Washington No. 8712
- » National Council of Architectural Registration Board; NCARB #40467

SELECTED PROJECT EXPERIENCE

- » Westlake Village Community Park, Westlake, CA
- » Arnold Cypress Park, Cypress, CA
- » Big League Dreams Sports Parks: Manteca, Chino Hills, and Redding, CA
- » Fullerton Sports Complex, Fullerton, CA
- » Peppertree and Magnolia Park Restroom and Shade Structure, Tustin, CA

Mark Thomas Blumer, LEED - AP

PROJECT ARCHITECT | CRANE

Following his graduation from U.C. Berkeley, Mark Blumer entered the employment of Belair-Crane Design Group, where he was responsible for design work and construction document preparation.

Mr. Blumer has been with the firm of Crane Architectural Group since its inception. There, his duties have encompassed the spectrum of architectural practice, bringing projects from initial design to the final construction document phase. These projects have ranged from single- and multi-family residential projects to commercial, governmental, and religious projects, as well as historic preservation projects.

EDUCATION

- » BA, with a major in Architecture, University of California at Berkeley

REGISTRATIONS

- » Registered Architect, State of California
- » LEED Accredited Professional (AP)

SELECTED PROJECT EXPERIENCE

- » Hope International University Student Center Gynasium, Fullerton, CA
- » Big League Dreams Sports Parks, Manteca, CA; Chino Hills, CA; and Redding, CA
- » Downey Skate Park Tennis Center Facility, Downey, CA
- » Alicia Skate Park Concession Restroom & Storage Facility, Laguna Niguel, CA
- » Peppertree & Magnolia Park Restroom & Shade Structure, City of Tustin, Bellis Park Shade Structure, City of Buena Park

Steve Kalthoff

PROJECT MANAGER | CRANE

After graduating from Cal Poly Pomona's Architecture Program, Steve Kalthoff entered the employment of Crane Architectural Group. His duties have included the entire range of architectural practice, but especially the construction document phase. He has vast experience working with city personnel, construction teams, and regulatory agencies.

He has worked on many types of projects, including park and recreation, commercial and industrial, and custom residential projects.

EDUCATION

- » Bachelor of Architecture, California State Polytechnic University, Pomona, California

REGISTRATIONS

- » Registered Architect, State of California

SELECTED PROJECT EXPERIENCE

- » Fullerton Sports Complex, Fullerton, CA
- » Big League Dreams Sports Parks, Chino Hills, CA; Redding, CA; and League City, TX
- » Peterson Park Restroom, Sun City, CA
- » Sleepy Hollow Community Center/Restroom, Chino Hills, CA
- » Belvedere Park Snack Bar, Sun City, CA

Vik Bapna, PE, ENV SP, CPSWQ, QSD/P

CIVIL ENGINEER LEAD | CWE

Vik Bapna is an award-winning civil engineer with 34 years of experience in the planning, design, and construction of more than \$1 billion worth of civil engineering projects, ranging from single-lot developments to regional stormwater BMP projects with multiple stakeholders. He has considerable experience in watershed management master planning and developing multi-use water resources projects. Vik has managed the completion of several high-profile watershed master plans for the Los Angeles River, Dominguez Channel, and Sun Valley Watersheds, and was responsible for developing the first urban watershed plan — Sun Valley Park Water Quality and Groundwater Recharge project, which directed stormwater into the ground to recharge instead of allowing it to drain to the ocean. Many of his multi-use BMP projects have incorporated enhancement of water quality, flood control protection, groundwater recharge, environmental compliance, recreational enhancements, wildlife habitat preservation, and cost-effectiveness.

EDUCATION

- » BS, Civil Engineering, New Jersey Institute of Technology

REGISTRATIONS

- » Civil Engineer, CA, 52060
- » Envision Sustainability Professional, 18196
- » Certified Professional in Storm Water Quality, 543
- » Qualified SWPPP Developer/Practitioner, 368

SELECTED PROJECT EXPERIENCE

- » Parks and Open Space Master Plan, City of El Monte, CA
- » Wingate Park Regional EWMP Project, City of Covina, CA
- » Beach Cities Green Streets, City of Torrance, CA
- » Department of Public Works Compton Creek Bikeway Design and Construction, Los Angeles County, CA
- » Barnes Park Multi-Benefit Stormwater Capture, City of Baldwin Park, CA
- » Burton Way Median Green Street, City of Beverly Hills, CA

Katie Harrel, PE, ENV SP, QSD

CIVIL ENGINEER | CWE

Katie Harrel is a talented engineer with 13 years of experience in the management, feasibility assessment, and design of award-winning BMP projects. She effectively coordinates with clients, permittees, subconsultants, and project staff to ensure project completion on strict budgets and deadlines. Her duties have included developing master planning concepts, designing urban runoff treatment and control facilities, preparing pollution prevention assessments and reports, performing stormwater compliance inspections, performing water quality monitoring, conducting hydrology and hydraulic studies, modeling hydrology and hydraulic conditions, conducting utility research, traffic control planning, and obtaining required permitting. She has extensive experience assisting public agencies with complex grant applications as high as \$17 million.

EDUCATION

- » MS, Civil Engineering, California State University, Long Beach
- » BS, Civil Engineering, California State University, Long Beach

REGISTRATIONS

- » Civil Engineer, CA, 85752
- » Civil Engineer, UT, 11267633-2202
- » Envision Sustainability Professional Credential, 23336
- » Qualified SWPPP Developer, C85752

SELECTED PROJECT EXPERIENCE

- » Regional Park Infiltration, City of San Fernando, CA,
- » King Street Urban Greening Project, City of Santa Ana, CA
- » Wingate Park Regional EWMP Project, City of Covina, CA
- » University Park Rain Gardens Design-Build, City of Los Angeles, CA
- » Los Angeles County Department of Parks and Recreation Earvin Magic Johnson Park Hydrology Study, Los Angeles, CA
- » Los Amigos Park Stormwater Harvesting and Direct Use Demonstration, City of Santa Monica, CA

Shawn Lothrop, PE, SE

PRINCIPAL STRUCTURAL ENGINEER | ISE

As CEO, Co-Owner, Principal, and Structural Engineer of Record on many ISE projects, Shawn Lothrop plays an integral role in developing and maintaining the company's presence as a trusted industry trade partner. He has over 20 years of successful structural design experience. He has designed with most material types including sustainable LEED-rated products and is a respected expert in the industry. Shawn is an expert in true "value engineering," and having the foresight to detect potential construction conflicts ahead of time has given our clients a greater sense of confidence in our services. Shawn's broad project experience includes educational buildings, hospitality, civic buildings, parking structures, multifamily, foundation/building retrofit, and more.

EDUCATION

- » B.S., Civil Engineering with Structural Emphasis, Cal State Long Beach

REGISTRATIONS

- » CA Licensed Professional Structural Engineer, License #S5627
- » CA Licensed Professional Civil Engineer, License #C66069

SELECTED PROJECT EXPERIENCE

- » Desert Hot Springs City Hall and Council Chambers Structural PIC, Desert Hot Springs, CA
- » Apple Valley Public Works Facility Structural PIC, Apple Valley, CA
- » City of Riverside - Hunt Park Community Center Structural PIC, Riverside, CA
- » City of Redlands Data Center Structural PIC, Redlands, CA
- » Pullman Lofts Structural PIC, Santa Rosa, CA
- » The Grove Senior Housing Structural PIC, Vista, CA

Matthew Espinoza, PE,

SENIOR PROJECT MANAGER | ISE

Matthew Espinoza has been lead engineer for steel modular custom residential design, among other project types, such as civic and medical. He is able to work with the architects to develop innovative structural solutions to reach architectural goals to create beautiful homes and spaces. He has managed projects from the initial design through construction administration. He is able to communicate with the design team and explain structural concepts to all members of the architectural design team. Matthew has 10 years of experience working at ISE Structural Engineers, and continues to expand his knowledge and experience every year.

EDUCATION

- » B.S., Civil Engineering, California Polytechnic State University, Pomona

REGISTRATIONS

- » CA Licensed Professional Civil Engineer, License #: C97343

SELECTED PROJECT EXPERIENCE

- » Temecula Health Care Center, Temecula, CA
- » Martis Camp, Truckee, CA
- » Ocean Hills Phase I and II, Oceanside, CA
- » Lakeside Behavioral Health, Lakeside, CA
- » Alante Residential, Rancho Bernardo, CA
- » Palmdale Assisted Living, Palmdale, CA

Greg DeLeon, PE,

PROJECT MANAGER | ISE

Greg DeLeon has been with ISE since 2016, working in every material and on several different project types. Greg excels in structural analysis and design, contributing to numerous successful projects. Greg has managed many modular and site-built residential projects and assisted on numerous park renovation projects, tenant improvements, hospital, and schools. Greg has 10 years of experience working at ISE Structural Engineers, and has recently moved into the Project Manager position. Greg's wealth of design skills will fuel his ability to advance projects, identify issues, and provide detail-oriented service.

EDUCATION

- » B.S., Civil Engineering, California State University Fullerton

REGISTRATIONS

- » CA Licensed Professional Civil Engineer, License #: C97403

SELECTED PROJECT EXPERIENCE

- » Hodgson Hosterman Residence, Crested Butte, CO
- » Harrison Ave Residence, Redwood City, CA
- » Martis Camp Residence, Truckee, CA
- » Olive Park Apartments, Oceanside, CA
- » Alante Residential, Rancho Bernardo, CA
- » Palmdale Assisted Living, Palmdale, CA

Ken Perez Sr.

SENIOR ENGINEER | VCL

VCL's President Ken Perez Sr. has been in the electrical field for more than 40 years with experience in both construction and electrical engineering design. For the last 20 years, he has been working on the engineering side of the industry with an emphasis in lighting design. His actual field experience has given him a tremendous edge over his competition in that he knows firsthand how an electrical system is installed, which he is then able to more clearly translate to the design documents. This approach has enabled him to keep costly change orders down to a minimum for his client's benefit. He has continued his knowledge in lighting fundamentals and electrical engineering by staying active with ongoing classes in his field of expertise. These classes include Lighting Fundamentals through the IESNA and State-sponsored classes for Energy Conservation Measures. Ken serves as Vice President of the IES in San Diego.

TRAINING/CERTIFICATIONS

- » Lighting applications certification (AGI-32), Lighting Analyst
- » Lighting Fundamentals certification, Illumination Engineering Society of North America
- » UCSD-1998, HVAC, DDC Controls Certification
- » Mesa College-1978, National Electrical Code
- » Ongoing classes in lighting fundamental, applications, Title-24 and UBC, NEC, and CEC

PROFESSIONAL AFFILIATIONS

- » IES-Illumination Engineering Society – Past Vice President for over 5 years

SELECTED PROJECT EXPERIENCE

- » Hollandia Park, San Marcos, CA
- » Sunset Park, San Marcos, CA
- » SDSU Mission Valley River Park, San Diego, CA
- » Montage Park – Chula Vista, CA
- » Clay Neighborhood Park, San Diego, CA
- » Sunset Park, San Marcos, CA
- » Skyline Hills Community Park, San Diego, CA

Kenny Perez, Jr.

SENIOR PROJECT MANAGER | VCL

Kenny Perez Jr. boasts 18 years of expertise in designing and managing diverse projects. His commitment to staying current with sustainable lighting technology is evident in authored ordinances for Rancho Sante Fe Association and Roripaugh Ranch in Temecula, CA. As VCL's Title-24 expert, he remains at the forefront of outdoor lighting measures, actively engaging with industry trends through the Illumination Engineering Society of North America.

TRAINING/CERTIFICATIONS

- » Lighting applications certification (AGI-32), Lighting Analyst
- » Lighting Fundamentals certification, Illumination Engineering Society of North America
- » AutoCad Certification. Virtual Design & Construction Institute
- » Project Management, UC San Diego
- » Ongoing classes in lighting fundamental, applications, Title-24 and UBC, NEC, and CEC
- » CALCTP Certified Employer

PROFESSIONAL AFFILIATIONS

- » IESNA-Illuminating Engineering Society of North America
- » BIA – San Diego/Southern California

SELECTED PROJECT EXPERIENCE

- » Sommers Bend Sports Park, Temecula, CA
- » 41st Park, San Diego, CA
- » Citrus Trails Community Park, Loma Linda, CA
- » Fosia Park, Carson, CA
- » Harvest Park, Valley Center, CA
- » 36601 Summer Dain Lane Park, Wildomar, CA
- » Alley Grove Promenade Park, Tustin, CA



Project Understanding and Management Approach

Overall Understanding & Design Approach

The MIG Team understands that the Baroldi Sycamore Park Expansion represents a unique opportunity to nearly double the size of a well-loved neighborhood park and seamlessly integrate the newly acquired parcel into the existing park fabric. The City's intent is to create a cohesive, passive-use park expansion that complements the character, materials, and layout of the existing park, while selectively upgrading existing park amenities to support a unified park experience.

Our approach is grounded in a robust public process, with a minimum of two in-person community workshops, stakeholder meetings including Commission and City Council presentations, online surveys, and other engagement methods so that the expanded park reflects community priorities. MIG will assume a baseline program of passive park amenities including landscape, irrigation, hardscape, furnishings, shade structures, signage, fencing, play elements, and a new restroom facility with a minimum of two single-user stalls, while remaining flexible to refine the program based on community input. Any higher-intensity or specialty amenities identified through outreach (e.g., splash pads) will be addressed through contract amendments, consistent with the City's RFI responses.

The project also includes evaluation of the existing residence on the acquired parcel. MIG will assess the structure's feasibility for renovation and repurpose for community use or recommend demolition. If demolition is recommended, MIG will incorporate hazardous materials testing and remediation into the plans and specifications as part of the construction phase. If repurposing is selected, our scope includes a base fee for concept development. Our team will coordinate a full ALTA/NSPS boundary survey, potholing and utility locating, arborist reporting, and preparation of a Water Quality Management Plan, as required.

Project Management Philosophy & Cost Control

MIG's management philosophy is centered on proactive coordination, clear communication, and disciplined scope and budget management. We recognize the approved design budget of approximately \$190,000 and the tentative construction budget of \$1.75 million (inclusive of soft costs), and we will align design decisions and alternatives with these fiscal parameters. Our proposed scope and fee can be negotiated as needed to achieve the project goals. Cost estimating will be prepared at each formal submittal milestone to support City decision-making and budget alignment.

We will coordinate closely with City staff, Public Works, Recreation and Community Services, utility providers, and the City's Construction Management (CM) firm, which will provide constructability reviews at the 60% and 90% design stages. MIG will incorporate CM comments and coordinate all disciplines so that the final PS&E package is buildable, cost-effective, and aligned with City standards, including the Greenbook and City specifications.

Schedule Development & Management

At project initiation, MIG will prepare a detailed project schedule identifying tasks, milestones, deliverables, and review periods for each phase of work from outreach and concept development through master planning and PS&E. The schedule will be updated regularly in coordination with City staff to reflect outreach timing, agency reviews, and City Council and Commission meeting calendars. Our Project Manager will actively monitor progress, anticipate potential schedule impacts, and recommend adjustments as needed to maintain momentum and meet the City's target delivery timeframe.

Coordination with Public Works and City Departments

MIG has extensive experience delivering municipal park projects and understands the importance of early and continuous coordination with Public Works and other City departments. Our team will incorporate City of Cypress standards, Greenbook specifications, water-efficiency ordinances, and utility coordination requirements into the design. We will proactively engage City reviewers to address comments efficiently and maintain continuity through the plan check process, helping to minimize redesign and avoid delays during bidding and construction.



Quality Control / Quality Assurance

MIG maintains a rigorous in-house Quality Control/Quality Assurance (QC/QA) program to deliver coordinated, complete, and buildable documents. Our QC process includes interdisciplinary reviews of grading, drainage, utilities, irrigation, lighting, fencing, site amenities, play areas, restroom facilities, accessibility, and specifications at each design milestone. Prior to final PS&E submittal, a senior reviewer not previously involved in day-to-day production will conduct a "fresh eyes" review to identify potential gaps, conflicts, or ambiguities that could lead to RFIs or change orders during construction.

Unique Qualifications for This Project

MIG brings several unique qualifications directly applicable to the Baroldi Sycamore Park Expansion:

- » **Public Outreach Expertise:** MIG is nationally recognized for community engagement and facilitation, maintaining meaningful and inclusive participation throughout the planning and design process.
- » **Visualization Studio:** Our in-house visualization team will produce a minimum of five (5) 3D color renderings and one video fly-through to support public communication and City presentations, including key sightlines from within the park and adjacent properties.
- » **Environmental Planning:** MIG's in-house environmental staff can support CEQA documentation (ND/MND) and associated technical studies, noticing, and mitigation monitoring as an optional task.
- » **Play & Safety Expertise:** MIG staff includes Certified Playground Safety Inspectors (CPSI) to confirm safe, compliant, and inclusive play environments.
- » **Experienced Lighting Designers:** Our team will address specialized and precise lighting needs throughout the park while being sensitive to the adjacent residents.

Family-Friendly & Intergenerational Design

MIG's design approach emphasizes creating welcoming, family-friendly park environments that balance passive recreation, comfort, and opportunities for intergenerational use. For Baroldi Sycamore Park, this includes thoughtfully locating play areas near family gathering spaces, providing accessible paths and seating, locating restrooms conveniently near active areas, and creating shaded, passive-use areas that support everyday neighborhood use. By blending the expanded park seamlessly with the existing park, MIG will help create a cohesive park environment that serves children, families, seniors, and the broader Cypress community.



Scope of Work

It is MIG's intent to produce a final work product that meets the objectives of the City of Cypress in terms of staff participation, resource efficiency, design quality, innovation, public safety and comfort, budget control, and completion schedules. To achieve this goal, adjustments to the follow scope of work can be made.

PHASE I: PROJECT INITIATION AND SITE ASSESSMENT

Task 1.1 Attend a project initiation meeting with City staff to confirm project goals, schedule, and communication protocols.

Task 1.2 Conduct site visit and field reconnaissance with City staff to document existing conditions and confirm opportunities and constraints of site.

Task 1.3 Perform site boundary survey and produce base topographic plan. Collect all pertinent data and information from the City regarding the existing site improvements, City provided as-builts, utilities, drainage, soils, environmental factors, design standards, input from City staff, past community input, and any other information that may affect preparation of the Conceptual Site Plans and Construction Documents.

Task 1.4 Coordinate with City departments and relevant agencies to understand regulatory requirements and potential design limitations.

Phase 1 Meetings

- » Project Initiation
- » Site Visit

Phase 1 Deliverables

- » Alta/NSPS Boundary and Topographic Plan
- » Existing Conditions Summary

PHASE II: COMMUNITY OUTREACH AND CONCEPT DEVELOPMENT

Task 2.1 Facilitate two (2) in-person public outreach community workshops, three (3) stakeholder meetings (two Commission meetings and one City Council meeting), and one (1) online survey to collect input on desired park uses and features. MIG will provide printed outreach materials and will manage the online survey platform. City will provide distribution of mailers/notices; MIG will prepare notices per City RFI.

Task 2.2 Based on the community input, site review, staff input, and gathered information, MIG will develop three (3) Conceptual Site Plans for the park that will blend the new park space with the existing park. The concepts will include all elements and amenities as described in the RFP, but not be limited to: passive recreation areas, ADA-compliant prefabricated restroom building, parking lot with required ADA-compliant spaces and access, and hardscape, landscaping, irrigation, and lighting throughout the park.

Task 2.3 Prepare recommendations memo regarding the existing home on site, new parking, and new restroom building. If preservation of the existing residence is determined, the MIG team will provide two (2) conceptual-level floor plan options and exterior elevation concepts for a repurposed use of the existing residence.

Task 2.4 Present three (3) Conceptual Site Plans to City staff, the Recreation and Community Services Commission, and the City Council for review for feedback and direction to inform the preferred Site Concept Plan.

Task 2.5 Based on City staff input and comments on the Conceptual Site Plans, refine the concepts into a single preferred Conceptual Site Plan with preliminary opinion of probable cost (OPC) for approval.

Phase 2 Meetings

- » 2 Community Outreach Meetings
- » 3 Stakeholder Meetings
- » Present three (3) Conceptual Site Plans

Phase 2 Deliverables

- » Online Survey Results
- » Conceptual Site Plans (3)
- » Two (2) concepts for residence
- » Recommendations Memo
- » Preferred Conceptual Site Plan with OPC



PHASE III: MASTER PLANNING

Task 3.1 Prepare a detailed park master plan based on the approved preferred Conceptual Site Plan, including layout, amenities, grading, hardscape, landscape, irrigation, and sustainable design features.

Task 3.2 Incorporate green infrastructure and water quality measures into the design.

Task 3.3 Develop a phasing plan for park improvements, updated OPC, and implementation strategies.

Task 3.4 Present final Master Plan to City staff, the Recreation Community Services Commission, and the City Council for final approval.

Task 3.5 To better communicate the proposed park elements and site lines of the final concept site plan, a series of static and dynamic visualization tools will be employed for this project. This begins with a detailed digital model that will become the foundation for concept plan refinement. From that model, various views and angles can be explored to illustrate important considerations for proposed park elements. Those views

will then be enhanced, using post-processing techniques in supporting software platforms to better articulate the feeling and character of those spaces. Lastly, a fly-through animation will be produced to tell the complete story of the design of the park.

a. Detailed Digital Model

A detailed digital model, built in SketchUp, will be the foundation for all the rendering tasks. Differing styles and model elements can be used at different stages of the process to align the graphic representation of the concept plan with commensurate level of refinement. Key considerations for the functionality of the model will be based on the ability to interchange various proposed park elements with ease.

b. 3D Renderings and Photo Simulations

Building from the digital model, a wide range of vantage points can be selected to illustrate the various aspects of the proposed park elements. Once key views, which best articulate the overall vision or highlight specific design elements, are selected, additional detail and refinement will be made in both SketchUp and supporting software platforms.

The digital model base can then be paired with photographs taken from the site to provide ‘before and after’ scenarios from which the view can highlight proposed user experiences.

c. Fly-Through Animation

Animation within the fly-through will be implemented to better communicate the final look and feel of the park design. A lower-quality draft animation will first be produced to assure that the story has been achieved, prior to completing the final animation.

Phase 3 Meetings

- » Present final Master Plan

Phase 3 Deliverables

- » Park Master Plan
- » Phasing Plan and Strategies, Updated OPC
- » 3D Color Renderings (5 renderings)
- » One (1) Video Fly-Through

PHASE IV: FINAL DESIGN AND CONSTRUCTION DOCUMENTS

Based on the City approved site and architectural conceptual development plans and opinion of probable cost, MIG will prepare construction drawings and technical specifications for the proposed improvements in sufficient detail for the City to approve and for contractor bidding. MIG will hold virtual bi-weekly coordination meetings with City staff during active design and PS&E phases. MIG will coordinate with geotechnical, environmental, and utility consultants as well as with existing utility providers (Golden State Water, Southern California Gas, Southern California Edison, etc.).

Task 4.1 Perform geotechnical soils testing and produce report with test results and recommendations for building footings, light pole footings, and concrete slab and pavement sections. Perform lead-based paint and asbestos survey associated with demolition of the existing residence. Review construction plans and/or specifications as available to identify potential asbestos-containing materials. Accessible interior and exterior areas will be sampled for the presence of asbestos (up to 111 bulk samples). Provide survey report with recommendations for demolition-handling in construction documents.

Task 4.2 Develop technical specifications for 60%, 90%, and 100% construction document submittals. Specifications will be coordinated with City of Cypress Brown Book specifications and Standard Specifications for Public Works Construction “Greenbook.”

Task 4.3 Preparation of a Non-Priority Water Quality Management Plan (NP-WQMP). With the assumption that the site redevelopment will be less than 5,000 square feet of impervious area, a Non-Priority Water Quality Management Plan (NP-WQMP) will be prepared for the site.

Task 4.4 Assist with permitting and confirm compliance with applicable local, regional, State, and federal regulations. Permit fees and agency fees are excluded and will be paid by the City. MIG will include up to two (2) City-permit submittal cycles as part of the Base Scope.

Task 4.5 MIG will prepare complete PS&E package submittals at 30%, 60%, 90%, and 100% (final) stages. MIG will coordinate all disciplines and maintain a comment/response matrix to confirm all City and Construction Management Firm comments are fully addressed.

Construction documents will be prepared using the City's standard title block in AutoCAD 2022, including:

- » Title Sheet and General Notes
- » Demolition Plan
- » Grading, Drainage, and Utility Plans
- » LID / BMP Plans (if applicable)
- » Irrigation and Planting Plans
- » Hardscape and Circulation Plans
- » Amenities Plan and Layout
- » Electrical and Lighting Plans
- » Pre-Fabricated Restroom Building Plans
- » Architectural Plans if Applicable
- » Structural Plans (shelters/structures)
- » Construction Details

Task 4.6 Develop OPC for 30%, 60%, 90%, and 100% construction document submittals.

Task 4.7 Provide a Certified Arborist Report for the existing park and expanded portion of park.

Task 4.8 Incorporate comments received from the 30%, 60%, 90%, and 100% review and meet with City staff and Construction Management Firm to review submittal comments.

Phase 4 Meetings

- » 30%, 60%, 90%, and 100% submittal comment review with City and Construction Management Firm (4 meetings)
- » Bi-weekly coordination meetings with City staff during active design and PS&E phases (virtual unless otherwise requested); up to a maximum of 12 meetings.

Phase 4 Deliverables

- » Geotechnical report
- » Asbestos and lead-based paint survey report
- » Technical specifications for 60%, 90%, and 100% submittals
- » PS&E package for 30%, 60%, 90%, and 100% submittals
- » Water Quality Management Plan
- » Digital files of all documents listed above



OPTIONAL TASKS

- A. **Environmental Document (CEQA Compliance)**
Based on our understanding that the expanded park area would have limited improvements consistent with a passive park, we anticipate that this project can show compliance with the California Environmental Quality Act (CEQA) through a Categorical Exemption (CE). MIG would provide a short (20–25 pages) qualitative analysis to provide justification for using a CE and will also prepare the CE form. The CE document, including the qualitative analysis, would then be provided to City staff for review and comment. MIG would then revise and finalize the CE. Once the project is approved, MIG would post the CE with the State Clearinghouse. Preparation of supporting technical studies, an Initial Study, or attendance at public meetings is not included in this task and would require additional scope and budget authorization. Also, this task and associated fee are based on the assumption that the expanded area does not contain hazardous materials or waste, and that the home on the site is not historically significant.
- B. **Construction Documents for a Site-Built Restroom Building**
Prepare complete final design and construction documents for the approved restroom building.

PROJECT ASSUMPTIONS

The MIG Team has made the following assumptions regarding the proposed Baroldi Sycamore Park Project, the availability of data, the approach to design, and review protocols.

Budget and Scope

- » The project budget reflects the allocation of professional fees among defined tasks and phases. MIG will not exceed the total contract amount without the express written authorization of the City of Cypress.
- » MIG may reallocate budget among tasks and team members, as needed, to fulfill the approved Scope of Work. The City will be notified of any significant reallocations as part of routine invoicing and progress reporting.
- » Any services requested by the City that are outside the approved Scope of Work will be considered Additional Services. MIG will notify the City in writing and obtain authorization prior to proceeding. Compensation for Additional Services will be based on time-and-expense using the approved fee schedule.
- » MIG's fees include routine transportation costs for project meetings and site visits within the local region. Reproduction and delivery costs beyond those specifically identified in the Scope of Work are not included and will be billed at cost, with prior City authorization.
- » In the event the City's primary contact or Project Manager changes and requires more than one (1) hour of MIG staff time to reinstate project coordination, such time will be considered Additional Services.
- » If MIG's Project Manager changes, MIG will provide a comprehensive handoff and briefing; any additional time beyond one (1) hour required to reinstate the project will be considered Additional Services.
- » The base scope includes conceptual design for the existing residence if determined that the residence will remain. Fees for construction documents will be determined with the final approved concept and submitted at that time.

Schedule and Review

- » One (1) consolidated round of City review is assumed for each milestone submittal (30%, 60%, 90%, and 100% PS&E), unless otherwise noted in the Scope of Work.
- » City comments will be consolidated into a single, non-conflicting set of comments for each milestone.
- » City review periods are assumed to be approximately two (2) weeks per milestone submittal unless otherwise directed by the City.

- » The overall project schedule assumes timely review and direction by the City at key milestones to avoid impacts to schedule.
- » Project Management fees assume a design and documentation period consistent with the City's anticipated project timeline. If the overall project schedule is extended by more than two (2) months due to factors beyond MIG's control (e.g., delayed reviews, changes in scope, funding pauses), additional Project Management services may be requested as Additional Services.

Permitting and Agency Coordination

- » Primary permitting will be through the City of Cypress.
- » If additional permits or approvals are required from outside agencies, MIG will assist the City with coordination and permit applications as Additional Services under a contract amendment.
- » MIG will serve as the City's liaison with reviewing agencies during the design phase to support permit readiness.

Meetings and Communication

MIG will participate in the following meetings as part of the Base Scope:

- » Project kickoff meeting
- » Bi-weekly coordination meetings with City staff during active design and PS&E phases (virtual unless otherwise requested)
- » Site review and existing conditions assessment with City staff, as needed
- » Key milestone review meetings at 30%, 60%, 90%, and 100% PS&E

MIG will prepare and distribute meeting agendas and meeting summaries for meetings it organizes. Up to two (2) MIG staff are assumed to attend each meeting. Additional meetings beyond this baseline are considered Additional Services.

Deliverables

- » Deliverables will be provided in electronic format (PDF and native files such as AutoCAD and Microsoft Word), unless otherwise specified by the City.
- » Printing and hard-copy reproduction are not included unless specifically requested by the City as Additional Services.
- » Native file formats will be provided consistent with City standards and software compatibility requirements.

EXCLUSIONS

The following services are excluded from the Base Scope and will be provided only if requested and authorized by the City through a written contract amendment:

- » **Utility Potholing / Subsurface Utility Engineering (SUE)**
Field verification of underground utilities beyond available records and visible surface features.
- » **Additional Environmental Services**
CEQA technical studies beyond support for a Categorical Exemption or Negative Declaration (e.g., biological surveys, traffic studies, noise studies), mitigation monitoring, or preparation of supplemental environmental documentation.
- » **Permitting and Approvals Beyond the City of Cypress**
Coordination, applications, and responses for permits or approvals required by outside agencies.
- » **Construction-Phase Field Services Beyond Design Support**
Routine site observation, construction management, resident engineering, pay estimate review, change order negotiation support, claims support, or full construction administration.
- » **Additional Surveying or Re-Survey**
Supplemental topographic or boundary surveying due to scope expansion, changes in project limits, or discrepancies discovered during design or construction.
- » **Legal Surveying and Title Services**
ALTA surveys, legal descriptions, title reports, and easement preparation beyond design-level mapping.
- » **Off-Site Improvements**
Public improvements outside the park boundaries or project frontage unless later directed by the City.
- » **Hazardous Materials Assessment or Remediation**
Extensive hazardous materials testing, abatement design, or remediation services, unless discovered and required.
- » **Specialty Vendor or Proprietary Engineering**
Manufacturer-specific engineering (e.g., playground vendor sealed shop drawings beyond layout coordination, specialty structure vendor engineering beyond typical consultant coordination).
- » Bidding Assistance & Construction Support
- » Specification City “Boilerplate” and General Conditions
- » Power Company Service Plans
- » Permit coordination or costs



Project Schedule

		Year																																			
		Month 1				Month 2				Month 3				Month 4				Month 5				Month 6				Month 7				Month 8				Month 9			
		1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4				
Phase 1: Project Initiation and Site Assessment																																					
1.1	Meet with City staff for project initiation / Project Management	Meeting	Work period	Work period	Work period	Work period	Meeting	Work period	Work period	Work period	Meeting	Work period	Work period	Work period	Meeting	Work period	Work period	Work period	Work period	Work period	Meeting	Work period	Work period	Work period	Meeting	Work period	Work period	Work period	Work period	Work period	Meeting	Work period	Work period	Work period	Work period		
1.2	Conduct site visit and field reconnaissance		Work period	Meeting	Deliverable																																
1.3	Site boundary survey and base topo		Work period	Work period	Work period	Work period	Deliverable																														
1.4	Coordinate with City departments and relevant agencies			Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	
Phase 2: Community Outreach and Concept Development																																					
2.1	Community outreach (2 community workshops, 3 stakeholder meetings, 1 online survey)					Work period	Work period	Work period	Work period	Meeting	Meeting	Work period	Work period	Meeting	Meeting	Work period	Deliverable	Review period	Work period																		
2.2	Conceptual site plans										Work period	Work period	Work period	Work period	Work period	Work period	Deliverable	Review period	Work period																		
2.3	Recommendations memo for the existing home on site, parking, and restroom facilities					Work period	Work period	Deliverable																													
2.4	Present conceptual site plans to City staff, the Recreation and Community Services Commission, and the City Council													Work period	Work period	Work period	Meeting	Review period	Work period																		
2.5	Preferred conceptual site plan and OPC															Work period	Work period	Review period	Work period																		
Phase 3: Master Planning																																					
3.1	Park master plan																Work period	Work period	Work period	Deliverable																	
3.2	Green infrastructure and water quality measures															Work period	Work period	Work period	Work period																		
3.3	Phasing plan, updated cost estimates, and implementation strategies																Work period	Work period	Work period	Deliverable																	
3.4	Present the master plan to City staff, the Recreation and Community Services Commission, and the City Council																Work period	Work period	Work period	Work period	Meeting	Review period	Work period														
3.5	Visualization: Digital model, 3D renderings and photo sims, and fly-through animation														Work period	Work period	Work period	Work period	Deliverable	Review period	Work period																
Phase 4: Final Design and Construction Documents																																					
4.1	Geotechnical/soils investigation, agronomic soil analysis, and analysis of potential hazardous material and asbestos survey, etc.																	Work period	Work period	Deliverable																	
4.2	Technical specifications for 60%, 90%, and 100% submittals																		Work period	Deliverable	Review period	Work period	Work period	Deliverable	Review period	Work period	Deliverable	Review period	Work period	Work period	Deliverable	Review period	Work period	Work period	Deliverable		
4.3	Water Quality Management Plan																		Work period	Work period	Work period	Deliverable															
4.4	Permitting and compliance assistance																					Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	Work period	
4.5	PS&E package for 30%, 60%, 90%, and 100% submittals																		Work period	Deliverable	Review period	Work period	Work period	Deliverable	Review period	Work period	Deliverable	Review period	Work period	Deliverable	Review period	Work period	Work period	Deliverable			
4.6	Opinion of Probable Costs 30%, 60%, 90%, and 100% submittals																		Work period	Deliverable	Review period	Work period	Work period	Deliverable	Review period	Work period	Deliverable	Review period	Work period	Deliverable	Review period	Work period	Work period	Deliverable			
4.7	Certified Arborist Report																Work period	Work period	Deliverable																		
4.8	30%, 60%, 90% constructability review and provide comments/coordination																					Meeting	Work period	Work period	Work period	Meeting	Work period	Work period	Work period	Meeting	Work period	Work period	Work period	Work period	Meeting		



PROPOSAL FOR:

PROPOSAL FOR COMMUNITY OUTREACH AND DESIGN FOR THE EXPANSION OF BAROLDI SYCAMORE PARK



FEBRUARY 20, 2026

SUBMITTED BY:

RHA COMMUNITY WORKS
LANDSCAPE ARCHITECTURE & PARK PLANNING

7111 INDIANA AVENUE, SUITE 300
RIVERSIDE, CA 92504





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February 20, 2026

City of Cypress

ATTN: Jeff Draper, Recreation & Community Services Director

5700 Orange Avenue, Cypress, CA 90630

Electronically Submitted via: PlanetBids



RE: Proposal for Community Outreach and Design for the Expansion of Baroldi Sycamore Park

Dear Mr. Draper and Members of the Consultant Selection Evaluation Panel:

RHA Community Works (RHACW) is pleased to submit this proposal to provide community outreach and design services for the expansion of Baroldi Sycamore Park. We recognize the unique “once-in-a-lifetime” opportunity this 0.88-acre acquisition provides to nearly double the size of the park and enhance the recreational fabric of the Cypress community. Our team is already brimming with ideas to pay homage to the Baroldi family and dairy farm.

As a firm specializing in the design and plan review of parks and public landscapes throughout California, we are uniquely qualified to partner with the City of Cypress once again. Our team brings direct, recent experience with your City staff and standards, having served as the prime consultant for the award-winning Lexington Park and the Oak Knoll Park restroom and concession stand projects. Our team is also in the final design touches of Veteran’s Park Sports Court Improvements.

Our approach to the Baroldi Sycamore Park expansion is built on three pillars:

- **Seamless Integration:** We specialize in the “Blend Challenge”—ensuring the new 39,000 sq. ft. parcel feels like a natural extension of the existing 1.2-acre park through cohesive landscaping, lighting, and path-of-travel connectivity. We are inspired to integrate the history of the site into a family-oriented, cohesive, park space.
- **Inclusive Outreach:** Using our “FUNnel” approach, we will facilitate workshops and digital surveys to translate neighborhood desires into a constructible design that honors the Baroldi family’s original 1970 donation while meeting modern community needs. Our team has successfully conducted and managed more than seven (7) outreach and engagement campaigns for local cities in the last five (5) years; including, the City of Costa Mesa, City of Laguna Beach, City of Riverside, City of Fresno, City of Hemet, City of San Clemente and Ladera Ranch.
- **Technical Precision:** Our team includes in-house Certified Access Specialists (CASP) to ensure full ADA compliance and an ISA Certified Arborist to manage tree preservation. Furthermore, we understand the City’s intent to hire a Construction Management (CM) firm at the 60%/90% stage and are prepared to coordinate all documents for a streamlined constructibility review.

We confirm we are in receipt of the RFI Responses issued January 29, 2026. We look forward to the opportunity to grow our working relationship with the City of Cypress.

Respectfully submitted,

RHA COMMUNITY WORKS

A handwritten signature in blue ink, appearing to read 'Scott Rice', is written over the printed name and title.

Scott Rice ASLA, PLA, LEED AP, CASp

Managing Partner

Landscape Architect CA #5111 / NY #2645

Certified Access Specialist CASp-709

scott@rhacw.com



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FIRM PROFILE



COMMUNITY WORKS DESIGN GROUP - LLC (CWDG)
Doing business as: RHA Community Works (RHACW)
Landscape Architecture - Planning
7111 Indiana Avenue, Suite 300
Riverside, California 92504
(951) 369-0700
Federal I.D. 82-1854334 / Registered Small Business # 1769579
California Department of Industrial Relations #: PW-LR-1000707823

PRINCIPAL: Scott Rice ASLA, LEED AP, CASp - Managing Partner/ Authorized Signer

MAIN CONTACT: Scott Rice, LLA #5111 (Licensed 20+ years since 2005; expiration date: 12/31/26)
scott@rhacw.com | (951) 369-0700 office / (909) 754-1257 cell

Community Works Design Group (CWDG) is a full-service landscape architecture and park planning firm dedicated to creating vibrant, inclusive, and, community-oriented outdoor environments. From neighborhood parks and university campuses to specialized CASp/ADA accessibility consulting and certified arborist services, our work is defined by a commitment to social and ecological well-being.

To further elevate our service offerings, CWDG is proud to announce a strategic merger with RHA Landscape Architects Planners Inc. This integration significantly increases our technical “bench strength” and operational bandwidth. The unified firm now features a diverse team of over 20 professionals, including 11 licensed landscape architects, as well as LEED Accredited Professionals, Certified Arborists, and Certified Irrigation Designers.

This merger blends CWDG’s award-winning expertise in public works and academic projects with RHA’s deep-rooted experience, ensuring our clients receive the highest level of innovative, sustainable, and regulatory-compliant design.

A selection of our current on-call contracts are listed below:

City of Highland- On-Call Landscape Architectural Services	(1990-present)
County of Riverside FM- On-Call Landscape Architectural Services	(2000-present)
Jurupa Area Recreation & Park District- On-Call Park Plan Check Services	(2015-present)
County of Riverside EDA- On-Call Certified Access Specialist (CASp) Services	(2017-present)
City of Ontario- On-Call Landscape Architecture Services	(2019-present)
City of Los Angeles- On-Call Certified Access Specialist (CASp) Services	(2020-present)
Including Recreation & Parks Department, Adaptive Sports	
City of Palm Springs- On-Call Landscape Architecture Services	(2021-present)
City of Anaheim - On-Call Landscape Architecture Services	(2023-present)
City of Indian Wells- On-Call Landscape Architecture Services	(2023-present)
City of Laguna Beach - On-Call & Plan Check Landscape Architecture Services	(2023-present)
City of Long Beach - On-Call Landscape Architecture Services	(2024-present)





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PROJECT TEAM & QUALIFICATIONS

Our Principal and three of our dedicated Licensed Directors/Senior Project Managers will be dedicated to the Baroldi Sycamore Park:

Scott Rice LLA #5111
Licensed continuously since Oct 2005 (20+ years)

Dan Burkhardt LLA #6092
Licensed continuously since Aug 2015 (10+ years)

Allison Rush LLA #6378
Licensed continuously since Aug 2018 (7+ years)

Andres Virata LLA #7124
Licensed continuously since August 2025 (congrats!)



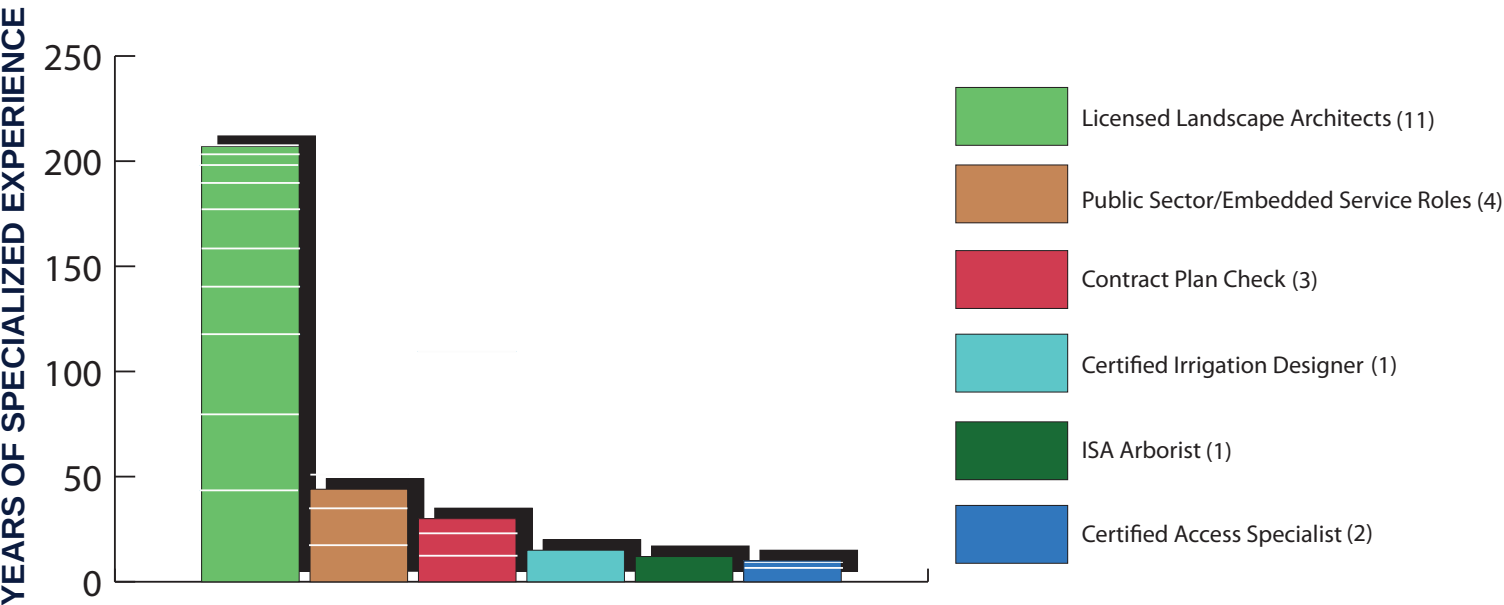
Additional licenses and certificate copies available upon request.

Additionally, our staff holds a variety of Certifications that boost our abilities in the Landscape Architectural realm, including the following:

- | | |
|--|--|
| • Certified Access Specialist (CASP) | SITES Accredited Professional (SITES AP) |
| • Certified Landscape Irrigation Auditor (CLIA)* | LEED Accredited Professional (LEED AP) |
| • Certified Irrigation Designer (CID)* | ISA Certified Arborist (ISA) |
| • Certified Playground Safety Inspector (CPSI) | |

* via contract employee

RHACW’S CURRENT TEAM OFFERS OVER 200 YEARS OF COMBINED PARK PLANNING EXPERIENCE IN ADDITION TO THE SPECIALTIES BELOW:



PROJECT TEAM

PRINCIPAL:



Scott Rice ASLA, LEED AP, CASp

Managing Partner - Principal Landscape Architect

Scott applies his 20+ years of landscape architecture knowledge to oversee all work completed by the RHACW as our firm's Managing Partner and Principal Landscape Architect. In addition, Scott is one of the only three licensed landscape architects in the State of California to also be a Certified Access Specialist. **Scott served as Principal Landscape Architect for the City of Cypress' Lexington Park and Oak Knoll Park Restroom and Concession Stand.**

SENIOR LEVEL STAFF:



Dan Burkhart ASLA, ISA, sUAS

Associate Principal Landscape Architect - Director Of Implementation + Value

Dan is our firm's Jack-of-all-trades, master of constructibility. Dan currently serves as City landscape plan checker for the cities of Calimesa and Eastvale. From cost estimating to inspections, Dan does it all. He is also a Certified Arborist and FAA Drone Pilot. As a former Landscape Superintendent and Inspector, Dan is our go to for when we have questions. He also serves our clients as a contract plan checker. **Dan served as construction manager for the City of Cypress' Lexington Park project.**



Allison Rush ASLA, CASp, CPSI

Associate Principal Landscape Architect - Director Of Design + Creativity

Allison is our team go-to for creating beautiful project plans and a cohesive vision for our firm and clients. She excels at understanding how best to configure and optimize outdoor spaces for the health and enjoyment of users of all ages and abilities. Allison also has a strong grasp of designing with various digital media techniques, including CAD, 3-D modeling and photo simulation. **In addition to her CASp certification, Allison also is a Certified Playground Safety Inspector (CPSI).**



Analicia Escobar-Gomez MPA

Senior Project Manager- Director Of Community Engagement

Analicia has experience as a designer, contractor, and public sector planner lending our firm a unique perspective when problem solving for our municipal clients. She is passionate about equity and inclusion and loves working on community-based design work. **Analicia has nearly a decade of park planning experience and has most recently conducted community outreach campaigns for the City of Hemet, City of Riverside, City of Costa Mesa, City of Laguna Beach and City of Fresno.**

PROJECT TEAM

We make it a point to let our RHA Community Works team revolve around our clients. Each member of our team steps up to the plate to lend their expertise, provide direction, and weigh in on important design decisions. This sets us apart from other firms working under small design teams as you get a whole award-winning firm of twenty (20) professional staff and ten (10) licensed Landscape Architects. Our team will request City approval should an alternate representative be necessary. Under the combined leadership of Doug Grove, Managing Partner and Scott Rice, Managing Partner our team is primed to serve the City of Cypress on this exciting project.



PROJECT TEAM: SUBCONSULTANTS

While the Community Works Design Group team will perform the majority of the Baroldi Sycamore Park Expansion project scope for the City of Cypress, our team also includes the following subconsultants as



VCA Engineers, Inc. is a client-focused, service-oriented civil and structural engineering firm located in the nearby City of Monterey Park. With over 30 employees, (2 Principal Engineers, 17 Civil Engineers, 4 Structural Engineers, 3 CAD technicians and 4 administrative staff) VCA Engineers, Inc. engages in a wide variety of engineering designs and services involving private and public land development, facility engineering, transportation engineering, and topographical engineering.

VCA Engineers is certified as a Minority-owned Business Enterprise (MBE), Disadvantage Business Enterprise (DBE), Small Business Enterprise (SBE) and Community Business Enterprise (CBE), Local Business Enterprise, (LBE) and Local Small Business Enterprise (LSBE).



Design West Engineering (DWE) can provide all Electrical Engineering and Dry Utility design/ coordination services for City projects. We (RHACW) have teamed with DWE on many successful park projects across Southern California.



Our team has worked with **GeoTek** on many successful park expansion projects. They are equipped to provide as required geotechnical and soils reports as well as infiltration reports. They will prepare a soils and drainage report for Baroldi Sycamore Park Expansion.



UltraSystems Environmental would provide for optional Mitigated Negative Declaration Preparation for the park expansion, if selected by the City. Serving as Project Director will be the firm's owner, Ms. Betsy A. Lindsay, MURP, Founder/CEO. She will represent all facets of our firm's contractual commitments to the City and ensure that all resource requirements are met during the execution of the Work Program.

EXPERIENCE/REFERENCES



Drone aerial of current construction progress at Foss Field Park. Our team developed Construction Documents blending park improvements, a new skate park, recreation building as well as many other amenities into an existing City Hall Campus for the City of Perris.

FOSS FIELD PARK EXPANSION

NEW DEVELOPMENT
CITY OF PERRIS

CWDG INVOLVEMENT:

*Community Outreach,
Conceptual Design,
3D Modeling,
Construction Drawings,
Construction Administration*

CONTACT:

*Sabrina Chavez
Director of Public Services
(951) 435-7220 ext. 278
schavez@cityofperris.org*



EXPERIENCE/REFERENCES



LEXINGTON PARK

NEW DEVELOPMENT
CITY OF CYPRESS

CWDG INVOLVEMENT:
Community Outreach,
Conceptual Design,
3D Modeling,
Construction Drawings,
Construction Administration

CONTACT:
Nick Mangalakiri, PE
City Engineer
nmangkal@cypressca.org

Completion:

2022
MARCH

Project Size:

9
acres

Project Cost:

\$13.2
MILLION

CWDG, now doing business as RHACW, served as prime consultant for the design of Lexington Park which included soccer fields, a shaded plaza, pickleball courts and more. Our team was led by Scott Rice, who was directly assisted by Allison Rush, and Dan Burkhart. The CWDG team also assisted the City of Cypress with their Oak Knoll Park renovation project which included a new restroom and concession stand building, as well as addressing path of travel accessibility to the new amenities.

* Our team is currently finalizing 100% Construction Documents for the Veterans

EXPERIENCE/REFERENCES



LEXINGTON PARK & OAK KNOLL PARK



OAK KNOLL PARK
CYPRESS, CALIFORNIA

RESTROOM/ CONCESSION BUILDING

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EXPERIENCE/REFERENCES

2022

American Public Works Association
Southern California Chapter (APWA)
American Association of Civil Engineers (ASCE)
and National Association of Counties (NACo)
Awards for Project of the Year



AYALA PARK

NEW DEVELOPMENT
SAN BERNARDINO COUNTY
SPECIAL DISTRICTS

CWDG INVOLVEMENT:

*Conceptual Design,
3D Modeling,
Construction Drawings,
Construction Administration*

CONTACT:

*Glenn Jacklin
Division Manager
909-386-8822*

Completion:

2022
AUGUST

Project Size:

7
ACRES

Project Cost:

\$1.5
MILLION

CWDG, now doing business as RHACW, served as the Park Planning Team's Landscape Architect for the new Ayala Park. The team was led by Scott Rice, who was directly assisted by Allison Rush and Dan Burkhart. We worked directly with the Related Development Team and San Bernardino Special Districts to develop the 7 acre park. Complete with walking paths and exercise equipment, 3 play structures for tots all with rubberized play zones, zip line play feature, lighted basketball court with glass backboards, picnic shelters, small & large dog park, gazebo and a wide open turfed area for passive park use.

EXPERIENCE/REFERENCES

The CWDG team, now doing business as RHACW, is currently serving as the prime consultant for the City of Lake Elsinore's Christensen Park renovation featuring Universally Accessible Sports Fields, Playground, and Park Amenities.

Shown right: Schematic Landscape Plans designed at three (3) price points for the City of Lake Elsinore:

- Bronze Option \$3-5 million
- Silver Option \$5-8 million
- Gold Option \$8-13 million

CHRISTIANSEN PARK

EXPANSION & RENOVATION
CITY OF LAKE ELSINORE

CWDG INVOLVEMENT:

*Community Outreach,
Conceptual Design,
Construction Documents, &
Construction Administration*

CONTACT:

*Benjamin Foster
(951) 826-2201
bfoster@lake-elsinore.org*





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STATEMENT OF EXPERIENCE

The RHA Community Works (RHACW) team is confident that we can provide City of Cypress with the high level of detail and attention that we have provided to our numerous municipal clients throughout our firm's 40+ years of experience in park and public landscape planning and landscape architecture. We work symbiotically with each member working towards their strength to deliver the best quality, constructible designs for our clients.

Having successfully partnered with the City of Cypress on the award-winning Lexington Park and the Oak Knoll Park concession facilities, our team brings an intimate understanding of the City's design standards, administrative procedures, and community expectations. Our expertise lies in the "Blend Challenge"—the technical and aesthetic art of seamlessly integrating new park expansions with existing infrastructure to create a unified, multi-generational recreational environment. Supported by a multidisciplinary team of Licensed Landscape Architects, Certified Access Specialists (CASP), and ISA Certified Arborists, we combine creative master planning with rigorous construction documentation to deliver inclusive, durable, and cost-effective park solutions that honor local heritage while meeting modern municipal needs.



STATEMENT OF EXPERIENCE

Design Expertise: RHACW has successfully completed over 35 parks and recreation projects in the past five (5) years. Our team stays up to date on water wise landscaping and irrigation with our Certified Irrigation Designer taking active In addition, our project team recently completed the City of Perris' Enchanted Hills Parks SITES Certification process. Throughout this process our team developed a protocol of low impact development best practices and design standards we strive to integrate into all of our projects.

Site Specific Master Planning & Concept Development:

Our team excels at developing master plans and multi-phased developments. In addition to vibrant master plan documents our team also develops photo realistic 3-D renderings as part of our design process to ensure a fully cohesive and integrated site. This process always us to make proactive design decisions for vertical plane elements. We find the 3-D visuals also help garner excitement around important projects and are an integral tool for funding support. As a standard practice, we provide scaled 3-D modeling to help the community understand how the proposed park improvements will actually appear, to help identify any conflicts well ahead of construction.



Above: Top renderings: Dolores Huerta Park playground and thematic wind screen for Futsal Multi-Use Courts in Fresno, CA.
Bottom: Northside Heritage Meadows urban farming and education center and community gardens in Riverside, CA.

STATEMENT OF EXPERIENCE



We employ what we call the “FUNnel” approach to take the multitude of “wants” and narrow them down to a final concept that reflects the best interests of the City and its constituents- and we do so in a FUN way! We typically start by gathering general information by means of online and mail-out surveys ahead of the public design meetings, with ongoing input from the City, so that we can begin to prepare informed design decisions to facilitate a conceptual design that reflects the community’s interest and not OUR interests.

Meetings and Presentations:

Our team has experience presenting to a variety of City Staff, Boards and Commissions. Scott Rice and Analicia Escobar-Gomez both have experience presenting to special commissions, City Councils and other committees. We also find commissions and committees are a great place for garnering project feedback and support. It is often a good place to start soliciting feedback by going where people are already meeting.

Feasibility Studies:

RHACW’s most recent Feasibility Study was completed for the City of Ontario as part of our on-call services. For this our team worked with the City to identify and prioritize park amenity renovations with accessibility and available funding in mind.

Utility Search and Coordination:

Our team has extensive experience with utility coordination. In addition, our subconsultants, Design West Engineering and Civil Engineers will assist these coordination efforts.

Community Outreach:

RHACW recognizes the need for all voices in a community to be heard and incorporated into thoughtful designs. Our team aims to ensure all members of the community have the opportunity to participate in community outreach and planning processes.

Our team is currently working on final touches for the design of Dolores Huerta Park for the City of Fresno. As part of the preliminary design process, RHACW worked with the City to create a community outreach campaign in 4 different languages (Spanish, Punjabi, Hmong and English), to best serve their community. We feel the City of Cypress would benefit from this type of inclusive and equitable approach to design.



STATEMENT OF EXPERIENCE

Contract Documents:

Our team focuses on constructibility by creating Construction Drawings will include site plans and details for all aspects of demolition, construction, civil, grading, planting, irrigation and specialty plans. Our construction details are crafted from a constructibility standpoint, supplemented with item-specific notes that reduce contractor “artistic license” and reduce likelihood of RFI’s. Plans will identify recommended suppliers and products, with emphasis given to local sources, sustainable concepts, recycled/ recyclable materials, and durability of products. Each member of the RHACW team integrates their strengths, expertise and experience to ensure the best designs and most complete, constructible, contract documents are completed on time and within budget for each project we take on.

Cost Estimating:

We regularly prepare detailed construction plans, details, specifications and estimates for park projects, and strive to make our construction drawing packages the most biddable and buildable across the industry. Since we perform Landscape Plan Check for various agencies, our finger remains on the pulse of the industry, and are able to glean tips and tricks to making plans more readable, maintaining a good balance of notes and clarifications without overwhelming the drawings with redundant information. We are regularly receiving bids for various public work projects. Upon receiving the bid we also request from the two apparent low bidders their unit prices. We incorporate these updated unit prices into our own in-house cost estimates. This allows our firm to provide up-to date cost estimates for our clients.

Permits:

Our team has first hand plan check experience which comes in handy when it comes time to assist the City in obtaining approvals and/or permits from applicable agencies as needed.

Storm Water Best Management Practices:

We work with Civil Engineers who have extensive experience with designing using the principles of storm water best management practices (BMP). RHACW has also worked on many park and trail projects that feature unique and design integrated storm water BMP’s. Our work with our teams also include WQMPs and SWPPPs where applicable and required.

Quality Control:

Our team prides itself on Quality Control/ Quality Assurance for every project we complete. As part of our project initiation we utilize Basecamp as a means to document decision making, capture City standards and review design checklists throughout the life of a project. Our team offers a hands-on approach and utilizes various expertise and experience to inspect and review throughout the design and construction process.

Bid Advertisement Support:

When the project goes out for competitive bidding, we will assist the City in the bid process, distributing bid packages, noting direction given to contractors, respond to Requests for Information and other questions asked. We will provide follow-up clarifications or addendum items as required. We will attend the pre-bid meeting and provide written minutes and follow up information. We will assist the city in obtaining and evaluating bids for the project as required.

STATEMENT OF EXPERIENCE

As Built Plans:

Our team excels at completing usable and comprehensive as-built plans. We work in coordination with agency's maintenance teams to ensure all vital information is adequately captured, readable and included once a project has been completed.

Peer Reviews/ Plan Check:

In addition, to serving as the City of Highland's landscape architect, RHACW has served as contracted plan check staff and offered peer review services throughout Southern California. What sets Dan's plan check services apart is his first hand experience as a public sector employee, his experience as a licensed contractor and as a licensed landscape architect. Since we also perform Landscape Plan Check for various agencies, our finger remains on the pulse of the industry, and are able to glean tips and tricks to making plans more readable, maintaining a good balance of notes and clarifications without overwhelming the drawings with redundant information.

Construction Support:

What sets RHACW during the Construction Support/ Administration phase is our first hand experience as a licensed contractor, allowing us to closely monitor and track scheduling, budgets, and upcoming inspections. We work hard to drive the construction schedule and keep contractors accountable. We will participate in construction meetings when requested, and at a frequency determined by the City. Based on our observations at the site and on the contractor's application for payment, we will assist in determining the amount owed to the contractor. We will review job drawings, as-builts, RFI's, samples and other submissions of the contractor for conformance with the design of the project and for compliance with the information given in the conformance contract documents, for the project. We will review change orders and submittals for approval and issuance by City. We will respond to requests for information from the contractor, and issue field bulletins. We will maintain updated RFI, Change Order and Submittal logs, which will be shared online via Basecamp app.



Above: Our team is well versed in the safety and situational awareness required to perform on-site inspections and contractor coordination.

PROJECT UNDERSTANDING AND MANAGEMENT APPROACH

The City of Cypress has presented a unique, “once-in-a-lifetime” opportunity to nearly double the size of Baroldi Sycamore Park. By acquiring the 39,000-square-foot residential parcel at 6612 Cerritos Avenue, the City is poised to transform a 1.2-acre neighborhood park into a comprehensive 2.2-acre community asset. RHA Community Works (RHACW) understands that this project is not merely an “addition,” but a complete re-envisioning of how the park serves the surrounding neighborhood.

The “Blend” Challenge

Our primary understanding of the project is the need for seamless integration of the site. The expansion area (the new parcel) and the existing park must be designed to feel like a single, cohesive space rather than two adjacent lots. This requires a sophisticated approach to “blending” the transition zones, extending existing walking paths into new loops, and ensuring that the visual language—landscaping, lighting, and materials—remains consistent across the entire 2.2-acre site. Our team has successfully met this similar challenge with the City of Costa Mesa’s Shalimar Park. The pocket park was redesigned with expansion in mind (*Shown Right*).



Balancing Active and Passive Uses

Based on the RFP, RHACW recognizes the City’s goal to maintain a “family-like environment.” While the existing park houses the “active” hubs—the playground, pavilion, and BBQ areas—the new expansion area will provide the space needed for passive recreation. Our approach will focus on:

- **Buffer Zones:** Creating natural transitions between the park and the immediate residential neighbors to the south and west.
 - **Infrastructure Essentials:** Integrating the requested new restroom facilities and parking lot in a way that maximizes park acreage while meeting functional city needs. Locating the restroom near the existing building structure will help the City save on overall costs as well, reducing the potential of utility conflicts as well.
 - **Connectivity:** Ensuring the new parcel at 6612 Cerritos Avenue provides clear, inviting access points that draw the community in from the street level. The expansion also presents the opportunity to connect surrounding neighborhood sidewalks into the park space.
- 
- Above: Existing hardscape can be easily dove-tailed into



Above: Existing hardscape can be easily dove-tailed into expansion area walkways and provide for connectivity into the expanded site.

PROJECT UNDERSTANDING AND MANAGEMENT APPROACH

Commitment to the Public Process

We understand that the success of this expansion rests on community buy-in. Because this project involves converting a residential property into public space, RHACW is prepared to lead a robust outreach campaign. We will facilitate two in-person workshops and a digital survey designed to translate “neighborhood desires” into a biddable, constructible reality.

Technical and Environmental Stewardship

RHACW recognizes the technical complexities involved, including:

- CEQA Compliance: Navigating the Mitigated Negative Declaration (MND) process necessitated by the change in land use. Considering the site’s history has former dairy farmland and return to passive park use, the City may be able to qualify the project for a Notice of Exemption.
- ADA Compliance: Ensuring the integrate site and paths of travel all meet or accessibility current ADA compliance standards.
- Water Quality: Developing a robust and integrated Water Quality Management Plan (WQMP) to handle runoff from the new parking lot and hardscapes.
- Tree Preservation: Assessing overall tree health using our in-house ISA Certified Arborist and designing around mature trees to ensure their preservation while incorporating matching species into the new expansion space.
- Fiscal Readiness: Adhering to a strict design schedule so the City is prepared to move into the construction phase for the Fiscal Year 2026-27 budget cycle.

By combining our expertise in CAsp-certified accessibility with our history of successful park design, RHACW is ready to deliver a park that honors the Baroldi family’s original 1970 donation while meeting the needs of Cypress residents for the next 50 years.



Above: Opportunity to locate new restroom building to economize utility connections from exiting residence.



Above: Budget permitting, path of travel ADA deficiencies such as the sidewalk curb ramp may be addressed with expansions improvements.



Above: After our on-site ISA Arborist investigation outlining existing trees and vitality, we will ensure our construction plans include protection zones for each tree.

PROJECT UNDERSTANDING AND MANAGEMENT APPROACH

SCOPE OF WORK

Task 1: Project Initiation and Site Assessment

- Kick-off Meetings: We will meet with City staff to confirm project goals, established schedules, and communication protocols.

- Site Reconnaissance: We will conduct site visits and field reconnaissance to document existing conditions, constraints, and opportunities. This will include our in-house ISA Arborist reviewing current tree health and making recommendations for preservation. An essential element of this field reconnaissance will include ADA compliance review to identify an accessible path of travel from the neighborhoods through the park spaces. We can also include recommendations for other barrier removals as part of the overall expansion improvements.



Above: Upon initial site visit, there appears to be areas within the existing park that could be re-imagined.

- Technical Reviews: We will prepare base mapping, including topographic and boundary surveys, and review available data on utilities, drainage, soils, and environmental factors. We will perform necessary geotechnical/soils investigations, agronomic soil analysis, and hazardous materials surveys (including asbestos).

- Regulatory Coordination: We will coordinate with relevant City departments and agencies to understand regulatory requirements and potential design limitations. This will include upfront coordination and determination of CEQA Compliance. VCA Engineers has worked on a wide-variety of in-fill projects throughout Southern California and are primed to deal with any surprises the site may have to offer.

Task 2: Community Outreach and Concept Development

- Public Engagement: We will facilitate public outreach through a minimum of two in-person community workshops, stakeholder meetings, and online surveys to gather input on desired park features. Our team aims to include stakeholders and departments early on to be involved in the process especially regarding public safety to incorporate Crime Prevention Through Environmental Design (CPTED)



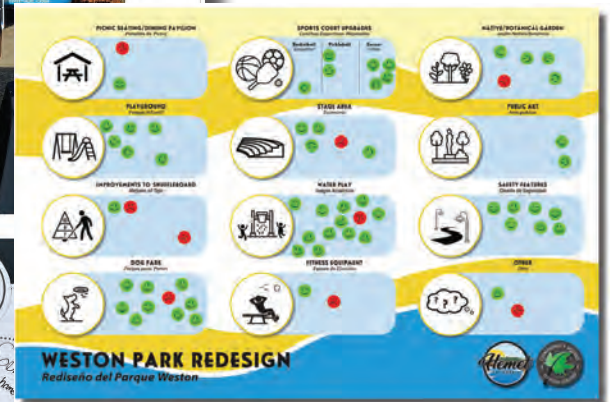
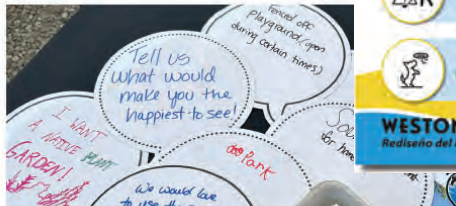
- Strategic Recommendations: We will provide considerations and recommendations regarding the existing single-family home currently located on the site.

Above: Community Outreach Event on-site at Shalimar Park for the City of Cypress. Our outreach provided the neighborhood an opportunity to discuss their visions and concerns with City Staff directly.

PROJECT UNDERSTANDING AND MANAGEMENT APPROACH

Below: We have included photos from the City of Hemet's recent Weston Park Redesign Community Engagement Campaign. We offered both in-person and online voting opportunities for final concept selection. Our team facilitated five (5) in-person outreach opportunities for the community and attended City events to maximize participation. Our team first refined the community's desired amenities and concerns for the park space, then integrated those into three (3) concepts for voting. A similar strategy could be employed for the City of Cypress, such as the Saturday Farmer's Market and an on-site event to include targeted neighborhood outreach.

RODEO DEL SOL OUTREACH EVENT - SEPTEMBER 13th, 2025



FEEDBACK RESULTS FOR WESTON PARK



WESTON PARK - DRAFT
COMMUNITY ENGAGEMENT S



19
Votes



7
Votes



108
Votes

PROJECT UNDERSTANDING AND MANAGEMENT APPROACH

- **Conceptual Design:** We will develop at least three conceptual design alternatives that blend the new park space with the existing park, specifically addressing passive recreational areas, restroom facilities, and parking lot options. Our team typically presents this with Bronze, Silver and Gold construction budget ranges, while still integrating community amenity preferences.
- **Approvals:** We will present these conceptual alternatives to City staff, the Recreation and Community Services Commission, and the City Council for feedback.
- **Refined Planning:** We will refine these concepts into a single preferred plan with preliminary cost estimates for final approval. We use the final concept to prepare a minimum of five (5) 3D color renderings and one video fly-through. *{Shown below: 3D Renderings of Shalimar Park Expansion for the City of Costa Mesa.}*



Task 3: Master Planning

- **Detailed Plan:** We will create a detailed park master plan covering layout, grading, irrigation, landscape, and sustainable design features.
- **Environmental & Infrastructure:** We will incorporate green infrastructure and water quality measures into the design.
- **Phasing and Implementation:** We will develop a phasing plan, updated cost estimates, and implementation strategies.
- **Optional Environmental Task:** We are teaming with UltraSystems Environmental as an optional task for performing environmental documentation, such as a Negative Declaration or Mitigated Negative Declaration.

Task 4: Final Design and Construction Documents

- **Document Preparation:** We will deliver complete final design and construction documents, including demolition, grading, utility, and landscape plans.
- **Utility Coordination:** We will coordinate with existing utility providers, such as Golden State Water and Southern California Edison.
- **Constructability Support:** We will coordinate all documents needed to support a constructability review by the City's Construction Management firm.
- **Water Quality & Permitting:** We will prepare a Water Quality Management Plan and assist with all necessary local, regional, and state permitting.

PROJECT UNDERSTANDING AND MANAGEMENT APPROACH

Management Approach

1. Design Management and Coordination

- Phased Deliverables: We will manage the project through a structured submittal schedule, providing formal plan submittals at 30%, 60%, and 90% completion.
- Public Works Integration: We will maintain a proactive approach to managing design services and coordinating work closely with the City's Public Works team.
- Standards Compliance: We will ensure all specifications are coordinated with the City of Cypress "Brown Book" and the "Greenbook" Standard Specifications.

2. Specialized Technical Approach

- Residential-Sensitive Lighting: We will utilize our experience in designing park lighting with adjacent residential receptors in mind to minimize impact on neighbors.
- Visual Communication: We will utilize our in-house capabilities to create 3D color renderings, photo-simulations, and video fly-overs to provide accurate sightlines and views for the community.
- Family-Centric Design: We will apply our specific approach to creating a family-like environment associated with passive use spaces and activities.

3. Quality Control and Cost Management

- Quality Assurance: We will implement a rigorous quality control and assurance program to ensure accuracy during the design phase, including accessibility review.
- Market-Reflective Estimating: We will provide cost estimates at each formal submittal that reflect current market costs, trends, and materials escalation to the mid-point of construction. Our team features several former public sector employees who love the challenge of park planning on a fixed budget and working through the process to provide the City the "most bang for their buck".
- Procurement Analysis: We will provide an analysis of whether the City can realize savings by procuring items through cooperative agreements like Sourcewell or BuyBoard.

4. Schedule and Personnel

- Timeline Maintenance: We will develop, maintain, and update the project schedule throughout the design phase to ensure a timely completion.
- Team Stability: We will make every reasonable effort to maintain the stability and continuity of our staff and subcontractors for the duration of the project.



Above: The brick Baroldi milk bottle formerly at the dairy farm site. Our team looks forward to creatively integrating the site's history into the expansion.

PROJECT UNDERSTANDING AND MANAGEMENT APPROACH

Our team is excited to hit the ground running to design cost efficient ways to blend the two sites into a cohesive asset for the neighborhoods and surrounding community.

We look forward to the community input process for input on the amenities and overall design of the park expansion. Below, we have highlighted some initial design thoughts to design a comprehensive park while adhering to the \$1,750,000 construction budget.



SCOTT RICE ASLA, PLA, LEED AP, CASp PRINCIPAL LANDSCAPE ARCHITECT



EDUCATION:

Bachelor of Science in
Landscape Architecture

*California State Polytechnic University, Pomona
(2002)*

Years of Experience: 25

Years with Firm: 20+

LICENSES + CERTIFICATES:

Licensed Landscape Architect
*California #5111 (2005-current)
New York #2645 (2016-current)*

Certified Access Specialist
California CASp-709 (2016-current)

AFFILIATIONS:

American Society of Landscape Architects
(ASLA) / Southern California Chapter
*Exec. Committee member (2021-present)
Chapter President (2024-2025)*

County of San Bernardino
*Building and Safety Appeals Board - Chairman
(2025-present)
Physically Disabled Access Appeals Board
Member (2019-present)*

Building Industry Association of Southern California
Board of Directors
*San Bernardino County Chapter Board Member
(2025-present)
Riverside County Chapter Board Member
(2021-2025)
Leaders of Tomorrow Committee - Chairman (2017)*

Certified Access Specialist Institute
Full Member (2016-present)

Mr. Scott Rice is President and Managing Principal of Community Works Design Group (CWDG). He has managed over \$150 million of park projects during his tenure at CWDG. Scott oversees the development of construction documents, plan checking, cost estimating, conceptual rendering, and construction observation and management.

Scott graduated with honors from Cal Poly Pomona, earning a Bachelor of Science Degree in Landscape Architecture. He is a full member of the American Society of Landscape Architects (ASLA). Additionally, Scott is a LEED Accredited Professional (LEED AP), as designated by the United States Green Building Council (USGBC), and a Certified Access Specialist (CASp) as issued by the State of California, Division of the State Architect. Scott is one of only three Landscape Architects in California that currently hold CASp Certification.

Scott also serves as the City Landscape Architect for the City of Highland, California, and has acted in that capacity since 2005. Scott also has served as a Contract Park Planner for Jurupa Community Services District (JCSD) since 2003 and Consultant Park Planner/ Plan Checker for Jurupa Area Recreation and Park District (JARPD) since 2015.

Mr. Rice draws on previous work experience in graphic design and golf course maintenance to integrate high aesthetic quality in balance with functional, cost-effective design. His focus is in Public Works projects for various municipalities throughout the State, including Park Planning of various scales, including Community, Neighborhood, Sports, and Pocket Parks, as well as median and parkway landscape, and LMD/ CFD planning. Specialized areas of involvement include Skate Parks, Dog Parks, and Accessible Play. In addition to Park Planning, Scott is seasoned in the landscape architectural development of Multi-family Housing, Planned Residential Communities, Highway Aesthetic Design, Custom Residential Planning, and various private/commercial ventures.

In addition to Scott's 20+ year tenure with CWDG, Scott took a year-long hiatus in 2010 to co-manage the design division of an internationally-recognized design/build firm, specializing in skate parks and action sports facilities throughout the world. When not in the office, Scott enjoys the fruits of his labor – parks and trails – with his wife and five children.

DANIEL BURKHART ASLA, ISA

ASSOCIATE PRINCIPAL LANDSCAPE ARCHITECT



EDUCATION:

Bachelor of Science in
Landscape Architecture
*California State Polytechnic University,
Pomona (2001)*

Years of Experience: 25
Years with Firm: 5

LICENSES + CERTIFICATES:

Licensed Landscape Architect
California #6092 (2015-current)

ISA Certified Arborist
WE-11637A (2016-current)

C-27 Contractor License #840206
(2004 - currently inactive)

FAA UAS Remote Pilot
(2017-current)

California Department of
Pesticide Regulation - QAL
122282 BF (2010-current)

AFFILIATIONS:

American Society of Landscape Architects
(ASLA)
Full Member

International Society of Arboriculture (ISA)
Full Member

Mr. Dan Burkhardt is a Senior Landscape Architect at Community Works Design Group (CWDG) joining the firm in early 2020. Dan is charged with maintaining CWDG construction development and documentation process as well as mentoring and guidance of junior staff. Dan handles plan checking, in house reviews, and CD support in addition to specification, estimating, and construction oversight. Dan is often referred to as Coach in the office and works diligently to elevate and improve CWDG's production and efficiency.

Dan graduated from Cal Poly Pomona, earning a Bachelor of Science degree in Landscape Architecture. He started his journey in the field with the City of Anaheim, working within the Parks Department at Dad Miller Golf Course. He continued on exploring the Nursery side with Armstrong Garden Centers before moving into Design Practice after graduation. After working up to the project manager level, Dan ventured to the Design build practice with Valley Crest Companies. Shifting into the realm of sustainability Dan laced his boots and worked up to the position of general superintendent with a Landscape Habitat and Mitigation General Contractor, designing, creating, restoring, and maintaining naturalized habitats.

Moving to the public side of the practice Dan was the Senior Landscape Inspector for the City of Yorba Linda LMAD group. Supervising staff, managing contracts, and design and inspection duties for the City. Dan worked with management and the public to improve the city's 22,000 trees and over 500 acres of City maintained landscape.

Dan brings a wealth of design, installation, and maintenance experience to CWDG earned over his 24-year journey. Dan's varied and wide experience on both sides of the table includes the Private and Public sectors at all levels and gives him an understanding of different points of view and the forces involved. Dan has started with a shovel and a pencil and has demonstrated an ability to listen, learn, and advance in the profession. Licensed as a Contractor, Certified Arborist, QAL, FAA Remote Pilot, and being a continual student of all aspects related to the field and process, Dan continues to learn and build while adding items to his tool box and base.

Dan spends his free time with his family, camping, coaching youth baseball, and the restoration and building of classic cars.

ALLISON RUSH ASLA, CASp, CPSI

ASSOCIATE PRINCIPAL LANDSCAPE ARCHITECT



EDUCATION:

Bachelor of Arts in
Human Geography,
The Pennsylvania State University
(2010)

Master of Landscape Architecture,
Temple University (2013)

Years of Experience: 12
Years with Firm: 10+

LICENSES + CERTIFICATES:

Licensed Landscape Architect:
California #6378 (2018-current)

Certified Access Specialist:
California CASp-1080 (2023-current)

Certified Playground Safety Inspector
California (2023-current)

AFFILIATIONS:

American Society of Landscape
Architects (ASLA)
Full Member

Certified Access Specialist Institute
Full Member

Ms. Allison Rush is a Senior Landscape Architect with Community Works Design Group, with East Coast roots. Her undergraduate work at Penn State focused primarily on the means and methods of interaction between people and public spaces and how they've come to shape the landscape we live in today. She discovered the field of Landscape Architecture while fulfilling requirements for her minor in Architectural History and in that moment determined she would go on to receive her Master of Landscape Architecture.

Upon receiving her Master of Landscape Architecture in the spring of 2013, Allison eagerly anticipated her move across the country where she would join her husband as he accepted his dream job opportunity. Within weeks of her relocation to the West Coast, Allison accepted the position of landscape designer at CWDG.

Allison proved herself to be attentive, ambitious and reliable very early on, learning professional design and project management practices from her CWDG colleagues and mentors. Anxious for additional responsibility and the opportunity to work more closely with clients, she quickly moved into project management roles. In 2016, however, she decided to take a brief hiatus from park planning (as well as her commute from Irvine to Riverside each day) and accepted a new position with a firm specializing in high-end residential design based out of Orange County.

During this time, Allison refused to completely cut ties with her CWDG family agreeing to provide consulting services on a part-time basis. She continued to cultivate her design and creativity skills while learning new 3D modeling programs and graphic techniques to better communicate design intent with the many clients unable to envision the final product from a plan view. In early 2017, CWDG provided Allison with an offer to rejoin the team full time in a leadership role. She graciously accepted and hasn't looked back since!

Allison excels at understanding how best to configure and optimize outdoor spaces for the health and enjoyment of users of all ages and abilities. Allison also has a strong grasp of designing with various digital media techniques, including CAD, 3D modeling and photo simulation. With her education and many years with our firm, Allison has been integral in our team's efforts of conveying and shaping ideas for many important projects throughout California.

ANALICIA ESCOBAR-GOMEZ ^{MPA} SENIOR PROJECT MANAGER - DIRECTOR OF COMMUNITY ENGAGEMENT



EDUCATION:

Bachelor of Science in
Landscape Architecture
*California State Polytechnic University,
Pomona (2007)*

Masters of Public Administration
*California State University,
San Bernardino (2012)*

Doctorate of Public Administration
*California Baptist University
(Pending Dissertation)*

Years of Experience: 20

Years with Firm: 2+

AFFILIATIONS:

California Park & Recreation Society
Full Member

National Recreation and Park Association
Full Member

Ms. Analicia Escobar-Gomez is Community Works Design Group's (CWDG) Director of Community Engagement and Senior Project Manager recently joining our firm from the public sector where she held a variety of positions for Riverside County including Senior Park Planner for the Riverside County Regional Park & Open-Space District. Analicia serves CWDG as a Senior Project Manager for projects ensuring the intent and vision of each project is brought to life through careful and thoughtful design. In addition, Analicia offers our clients effective Community Engagement campaigns with the unique perspective of having been a public sector employee for over 11 years. Analicia designs to develop and enhance a sense of place for each city and agency we work with, utilizing her background in branding and identity building.

Analicia graduated from Cal Poly Pomona, earning a Bachelor of Science degree in Landscape Architecture in 2007 and began her career as a project manager at Hogle-Ireland, Inc. (Now MIG) working on design guidelines, specific plans, General plan updates and developing City branding as well as creating due diligence reports for land development and working on LEED certifications for projects. Working closely with several cities and municipalities inspired Analicia to complete her Masters in Public Administration and begin a career with the County of Riverside where she fulfilled multiple roles for various departments and ultimately spending over 4 years as Riverside County Regional Park and Open-Space District's Senior Park Planner, completing and progressing over \$15 million in Capital Improvement and trail projects and assisting in grant and legislative applications leading to millions of dollars in awards and working towards her Doctorate in Public Administration during her tenure.

Recognizing the growing need for talented park planners in Southern California, Analicia joined our team in the hopes of lending her experience and expertise to cities and municipalities throughout California to complete their projects for their communities. Analicia also has managed a design/build residential landscape company for over the last 15 years allowing her to keep an eye on costs, trends and plant availability. Her wide range of education and experience provides her a unique and artistic perspective, paired with a passion for equity and inclusion and a fundamental understanding of the role of the public sector, she lends a level of care, concern, empathy and humanity to each of her projects.

RESUMES



VIRGIL C. AOANAN, PE, SE, QSD

Principal

EDUCATION:

B.S. Civil Engineering | 1979 University of Hawaii

REGISTRATION:

1983 Civil Engineer, California No. 36079

1994 Structural Engineer, California No. 3903

1990 Professional Engineer, New York No. 067561

1994 Civil and Structural Engineer, Washington No. 23349

2012 CASQA Qualified SWPPP Developer and Practitioner (QSD and QSP)

SUMMARY:

Mr. Aoanan has over forty years of hands-on experience in civil and structural engineering related to planning, design, management, and construction of aviation, commercial, education, healthcare, housing industrial, institutional, military, municipal, recreation and transportation facilities. He has prepared and executed engineering construction documents (plans, specifications, calculations, requisitions, contracts) in multiple capacities as project manager, project engineer, lead engineer, design engineer, and construction engineer in both the civil and structural disciplines. As a **Civil Engineer**, **Mr. Aoanan** is intimately familiar with design issues related to: site development, site and facility condition assessments, public works improvements (B-Permits) storm wet utility design and capacity studies (sanitary sewer, potable and fire water), water management (LID, SWPPP, SUSMP), grading and earthwork calculations, site sustainable design (LEEDS, CHPS), site infrastructure design, capital improvement programming, roadway and street-scapes geometrics, composite utilities coordination and right of way, onsite traffic/parking circulation and analysis, hydrology and hydraulics studies and design, ADA path of travel requirements. In addition, **Mr. Aoanan** has also extensive design experience not only in on-site improvements as described above but also in off-site improvements involving municipal and jurisdictional interfaces such as the City of Los Angeles B-Permit, California State Water Resources Control Board, California Coastal Commission or similar requirements. As a **Structural Engineer**, he directly managed and participated in the structural analysis, design, and construction of various types of buildings and structures, new, renovated, and/or seismically retrofitted. These building types and structures include reinforced concrete (cast in place and tilt-up), masonry, wood, and steel.

PROFESSIONAL EXPERIENCE – PROJECT LIST:

Mr. Aoanan served as Project Manager or Lead Civil/Structural Engineer for the following projects:



Proposal for Optional Environmental Services Task
Prepared by UltraSystems Environmental



UltraSystems
environmental • management • planning

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1.0 INTRODUCTION

UltraSystems Environmental (UltraSystems) is pleased to provide our qualifications to prepare CEQA compliance documentation for a proposed Baroldi Sycamore Park Expansion project for the City of Cypress (City). The City recently acquired adjacent land, expanding the park from 1.2 acres to approximately 2.2 acres (an 88% increase). The project site is located at 6616 Cerritos Avenue, Cypress, CA.

The City, acting as Lead Agency under California Environmental Quality Act (CEQA), would require that a comprehensive Initial Study (IS) would be needed to support a determination that a Mitigated Negative Declaration (MND) is warranted.

This proposal does the following: (1) introduces the members of our Project Team who will remain committed to the project from the time of contract award through adoption of the IS/MND, (2) presents our understanding of the proposed project and upcoming assignment, as well as our approach to ensuring its successful completion, (3) provides a scope of services designed to ensure full compliance with applicable provisions of CEQA and its attendant Guidelines, both as amended, (4) advances a realistic performance schedule by which to successfully complete the scope of services, and (5) identifies the costs estimated to execute the scope of services on a task by task and person basis.

2.0 THE ULTRASYSTEMS PROJECT TEAM

Our Project Team is comprised of individuals with extensive project management and technical expertise and experience applied to the successful preparation of CEQA compliance documents for hundreds of projects throughout California. The Project Team committed to successfully undertaking the environmental review of the proposed project is shown on the table below.

Serving as **Project Director** will be the firm's owner, **Ms. Betsy A. Lindsay, MURP, Founder/CEO**. She will represent all facets of our firm's contractual commitments to the City and ensure that all resource requirements are met during the execution of the Work Program. **Robert Reicher, MBA** will serve as our **Senior Project Manager** on this assignment. As such, he will be responsible for the day-to-day activities of the Project Team and will be our **Primary Point of Contact** with the Client and with the City.

Mr. Reicher has extensive experience preparing and managing CEQA compliance documents and has in the past been involved with the preparation of CEQA documents for numerous park projects in Southern California.

The table below also identifies members of our Project Team. We also utilize one subconsultant, who will prepare the VMT Screening Analysis for this project. The consultant is **RK Engineering**, who has collaborated with UltraSystems on numerous projects assignments over the past 5 years.

Project Team Key Personnel, Roles, Yrs. of Experience

Team Member Name Degree	Project Role	Yrs. exp.
Project Management		
Betsy A. Lindsay, MURP, ENV SP Project Director	<i>Contract Administration, Resource Allocation</i>	40+

Team Member Name Degree	Project Role	Yrs. exp.
Robert Reicher, MBA, ENV SP Senior Project Manager	<i>Project Management, Project Description, CEQA Deliverables QA/QC- Primary Point of Contact</i>	40+
Billye Breckenridge, BS Deputy Project Manager	<i>Land Use, Alternatives, Cumulative Effects, Mandatory Findings of Significance, CEQA Deliverables QA/QC - Alternate Contact</i>	26
Key Technical Staff		
Dr. Michael Rogozen, D. Env. Senior Principal Engineer	<i>Air Quality/Greenhouse Gas Emissions Assessment, Noise</i>	40
Isha Shah, MS Senior Engineer	<i>Energy, Air Quality</i>	8
Michelle Tollett, BS, ISA Senior Biologist	<i>Biological Resources</i>	24
Megan Doukakis, MS Cultural Resources Manager	<i>Cultural Resources, Tribal Cultural Resources (AB 52)</i>	43
Stephen Chesterman, B.Eng GIS Analyst	<i>GIS, Spatial Analysis</i>	30
Michael Milroy, MS Project Manager	<i>Geology, Soils, Hydrology, Mineral Resources</i>	19
Steven Borjeson, BA Senior Planner	<i>Aesthetics, Agricultural Resources, Recreation, Wildfires</i>	10
Ryan Nordess, BA Senior Planner	<i>Population and Housing, Public Services, Utilities/Service Systems, Recreation</i>	10
Subconsultant		
Justin Tucker, BS, PE <i>Principal Traffic Engineer</i> RK Engineering	<i>VMT Screening Analysis</i>	20

1.1 Key Management Personnel For this Project

Presented below are the bios of Betsy Lindsay, **Project Director**, and Robert Reicher, UltraSystems' designated **Senior Project Manager**.

ETSY LINDSAY, MURP, ENV SP | Principal-in-Charge/Project Director



As UltraSystems' Principal, Ms. Lindsay will ensure client satisfaction with those services provided by the UltraSystems Project Team under this contract to the City. In this role, Ms. Lindsay will be responsible for assuring resources are available to complete this project within budget and on schedule. She will help oversee the quality assurance program and be the primary contact for all matters relating to the contract with the City, and its execution.

Ms. Lindsay has over **40 years** of experience, has successfully prepared over **500** environmental documents for a broad spectrum of projects, and has managed over **20** large-scale, On-call/as-needed contracts that have encompassed **thousands** of task orders relating to public agency projects. Below are listed some of the EIRs and large projects she has been involved with over her career.

EDUCATION

- ❖ MURP., Urban and Regional Planning, California State Polytechnic University, Pomona, CA
- ❖ B.S., Geography, California State University, Long Beach, CA

PROFESSIONAL REGISTRATIONS, LICENSES AND AFFILIATIONS

- Institute of Sustainable Infrastructure, Envision Sustainability Professional

SELECT PROJECT EXPERIENCE

- Ronald Reagan Sports Park Trails, Temecula, CA - IS/MND
- Seaside Lagoon and Waterfront Promenade, Redondo Beach, CA - IS/MND
- Rio Hondo Park, Pico Rivera, CA - IS/MND
- OC Loop Bike Trail, Segments O, P, and Q, Orange County, CA - IS/MND and CE
- Western Sector Improvement Area Plan, Orange County Great Park, Irvine, CA - Addendum
- Gilman Historic Ranch and Wagon Museum IS-MND, Riverside County, CA - IS/MND
- Hart Park Pickleball and Fitness Circuit Design, Orange, CA - EA/CE
- RivCoParks Butterfield Overland Trail, Riverside, CA - IS/MND
- Max Lenail Memorial Bridge in Mission Trails Regional Park, San Diego, CA - IS/MND
- Zocalo Park Project, Baldwin Park, CA - CE
- Richard T. Steed Memorial Park/ Baron Von Willard Dog Park, San Clemente, CA - IS/MND and Addendum

ROBERT REICHER, MBA, ENV SP | Senior Project Manager

Mr. Reicher has been active in the real estate industry for over 40 years, holding positions with major developers and independent consulting firms. He has served as an advisor and consultant to many prominent builders, developers, major corporations, lenders, and government agencies throughout the nation and has provided expert witness and litigation support services for both public and private sector entities. As a Senior Project Manager at UltraSystems, he has managed teams of environmental consultants, planners and technical analysts for projects in all major land uses, including recreational, residential, retail, commercial office, mixed use, medical, educational, institutional, and logistics.

EDUCATION

- ❖ MBA, Marketing, University of Southern California, Los Angeles, CA
- ❖ B.S., Marketing, University of California Los Angeles (UCLA), Los Angeles, CA

PROFESSIONAL REGISTRATIONS, LICENSES AND AFFILIATIONS

- Envision Sustainability Professional (ENV SP)
- Real Estate Broker, State of CA

RECENT SELECT PROJECT EXPERIENCE

- Richard T. Steed Memorial Park/ Baron Von Willard Dog Park, San Clemente, CA - IS/MND and Addendum
- Rio Hondo Park, Pico Rivera, CA - IS/MND

- Ronald Reagan Sports Park Trails, Temecula, CA – IS/MND
- Seaside Lagoon and Waterfront Promenade, Redondo Beach, CA – IS/MND
- RivCoParks Santa Ana River Bottom (SARB), Riverside, CA – IS/MND
- Barranca Channel Multi-Use Trail, Irvine, CA – IS/MND
- Laguna Beach High School Aquatic Center, Laguna Beach, CA – IS/MND
- Centennial High School Aquatic Center, Corona, CA – IS/MND
- Fontana Civic Center Expansion and Renovation, Fontana, CA – IS/MND and Addendum
- The District at Jurupa Valley Specific Plan, Jurupa Valley, CA – EIR
- Santa Barbara County Calle Real Campus, Santa Barbara, CA – EIR
- Midland Plaza Shopping Center, Fontana, CA – IS/MND
- Green Day Village Mixed Use, Desert Hot Springs, CA – IS/MND

1.2 Key Subconsultant

The following information provides a summary description of our subconsultant.

RK ENGINEERING | Traffic Impact Report and VMT Screening



RK Engineering Group, Inc. (RK) is a full-service transportation engineering firm that designs strategies to effectively manage traffic flow and parking demand for vehicles arriving and departing your facility. **Justin Tucker, BS, PE, Principal Engineer** would lead the preparation of the VMT Screening Assessment for this proposed project.

3.0 WORK PROGRAM APPROACH

Our approach to preparing the Initial Study will be relatively straightforward. For each environmental factor, current baseline conditions and where applicable, projected baseline conditions will be presented in sufficient detail to enable the reader to not only understand what they are, but how they may change because of the proposed park project. The impact analyses provided in the Initial Study will employ methods and comprise levels of detail commensurate with the specificity of available baseline conditions data. The background data collection and the technical reports to be prepared will provide the foundation for most impact discussions. For each environmental factor, the type and extent of all applicable impacts will be presented and be focused by the questions under each environmental factor as set forth in [Appendix G](#) of the CEQA Guidelines.

Thereafter, all identified impacts will be assigned a level of significance based on established quantitative and qualitative Thresholds of Significance. Mitigation measures will then be developed **if warranted**. Our approach to the mitigation measure discussions under each environmental factor is to first identify project features designed to minimize a particular impact, then identify regulatory compliance requirements designed to minimize a particular significant impact, and lastly, present any mitigation measures required to reduce any identified potential significant impacts.

We understand that it is critical to maintain ongoing communications with City staff throughout the IS preparation period. Most important among the reasons to do so is that in the event a problematic impact conclusion is identified, immediate notification to the City of the relevant circumstances would enable the design team of the circumstances and, if necessary, affect a project change addressing the problematic issue.

UltraSystems is requesting that the City provide the following documents for analysis in the IS/MND:

- Phase I ESA, *if available*
- Preliminary Drainage Report with Hydraulic Calculations
- Preliminary Water Quality Management Plan (WQMP)
- Storm Water Pollution Prevention Plan (SWPPP)

4.0 WORK PROGRAM

Our Work Program follows and is organized by Major Tasks and Tasks.

MAJOR TASK 1.0 – PROJECT INITIATION, PROJECT MANAGEMENT & PROJECT DESCRIPTION

Task 1.1: Project Kick-Off and Progress Meetings. This Task consists of attendance by our Project Director and Sr. Project Manager at one (1) virtual Project kick-off meeting. This meeting is critical to setting the tone for all subsequent efforts. This task also includes the attendance of our Sr. Project Manager at Project progress meetings during the contract performance period. It is anticipated that all of these meetings will be held virtually. UltraSystems will be available throughout the term of our services to respond to City staff requests for input concerning various aspects of the CEQA process.

UltraSystems will be responsible for taking the minutes of the meeting and distributing those minutes to City staff and any other persons/entities deemed appropriate by the City. The purpose of the orientation meeting is to: (1) introduce the key participants in the environmental review process; (2) establish lines of authority and the chain of command (3) review and verify the project schedule with all parties; (4) review and verify all project deliverables with all parties; (5) receive all technical studies, along with any other materials the City deems pertinent to the project; and, (6) verify project communication and data/document transfer protocols

Task 1.2: Project Management and Coordination. This Task consists of routine project management and communications functions of our Project Manager and other key technical staff throughout the contract performance period.

Task 1.3: Project Description. Based on information provided by the City, UltraSystems will prepare a Project Description in full compliance with the content provisions set forth in §15124 of the State CEQA Guidelines, as amended. The Project Description will graphically and textually identify the location and boundaries of the Proposed Project on both an area-wide and local basis. The Project Description will then identify the objectives of the Proposed Project and follow that with a discussion of the Project's technical, economic and environmental characteristics including principal engineering proposals and supporting public service facilities. The Project Description will describe entitlements requiring approval for the proposed project to be implemented.

Specific items to be included in the Project Description include, but are not necessarily limited to:

• Project background summary • Architectural theme characteristics • Landscaping characteristics, including a plant palette • Hardscaping characteristics • Lighting characteristics, including parking, way finding, and security • Vehicular access points and onsite vehicular circulation and parking • Water, wastewater, and storm-water infrastructure characteristics	• Offsite improvements required to implement the Project • Development phasing and construction phasing • Grading and soil balance • Construction material and vehicle staging areas (i.e., lay-down areas) • Graphics and exhibits necessary to supplement the narrative including regional and vicinity location maps and a detailed site plan
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Major Task 1.0: Deliverables. *One electronic copy each in MS Word and .PDF format of the Draft and Final Project Description.*

MAJOR TASK 2.0: TECHNICAL STUDIES

This UltraSystems Major Task includes the collection of all requisite information for those issues for which no stand-alone technical reports are being prepared and the preparation of the technical studies/technical analyses listed below. For all technical reports, drafts of the technical studies will be submitted to the City for review and comment and then revised as warranted to become final technical reports prior to being used to support issue-specific discussions in the Initial Study. All technical studies will be included as appendices to the Initial Study to be prepared for the proposed project.

Task 2.1: Background Data Collection/Evaluation. For those issues in the Initial Study requiring evaluation but for which no technical study will either be prepared or made available by the project applicant, UltraSystems will conduct literature research to document existing conditions at the project site and surrounding area. Sources of data to be used in this analysis include the City of Cypress General Plan and its Program EIR, or other adopted CEQA documents prepared for other projects in the immediate area, and applicable regional policy plans, among others.

Task 2.2: Air Quality and Greenhouse Gas Assessment. UltraSystems will prepare an Air Quality Assessment and Greenhouse Gas Emissions Assessment for the proposed project. Existing conditions will be documented by summarizing baseline air quality information, including area topography and meteorology and their influence on air quality; the relevant state and federal ambient air quality standards (AAQS); ambient monitoring data from the closest monitoring station(s) to the project site for the past three years; and attainment status with respect to state and federal AAQS. Ambient monitoring data available from the South Coast Air Quality Management District (SCAQMD), California Air Resources Board (ARB), and U.S. Environmental Protection Agency (USEPA) websites will be incorporated. The setting will also identify existing and foreseeable sensitive receptors near the project site. It will also identify existing major sources of air pollutants in the project vicinity, including sources of toxic air contaminants and odorous emissions. The regulatory setting will also discuss plans to achieve the state and federal AAQS, and rules and regulations that may apply to stationary sources associated with operation of the proposed project.

UltraSystems will coordinate with the project team to develop construction equipment and phasing assumptions. Maximum daily construction emissions of volatile organic compounds (VOC), oxides of nitrogen (NO_x), carbon monoxide (CO), particulate matter (PM₁₀, PM_{2.5}) and sulfur oxides (SO_x) will be estimated with the California Emissions Estimator Model® (CalEEMod). Operational emissions,

including those from project-generated traffic, will be estimated with the same software. Where significant impacts are identified, mitigation measures will be identified and discussed. Mitigation measures in the form of land use and energy policies and best management practices will be recommended to reduce or avoid potential project specific or cumulative impacts on air quality. Where possible, the effectiveness of the mitigation measures will be quantified, and the significance of the impacts with mitigation will be reevaluated and compared to the significance thresholds.

The GHG analysis will obtain information necessary to evaluate the two significance criteria prescribed in [Appendix G](#) of the CEQA Guidelines. One criterion requires estimation of the GHG emissions by the project, and the other evaluates the project's consistency with GHG reduction policies and programs.

The emissions estimation portion of the analysis will include the following:

- Using CalEEMod, calculate annual emissions of the principal GHGs (carbon dioxide, methane, and nitrous oxide) and carbon dioxide equivalent (CO₂e) during construction.
- Following SCAQMD guidance, "amortize" construction emissions over 30 years of project operations,
- Review the traffic impact analysis Trip Generation & Vehicle Miles Traveled (VMT) Study prepared by RK Engineering for the project to determine whether there would be an increase in vehicle miles traveled (VMT) and/or a change in traffic volumes and speeds due to the project.
- Use the ARB's EMFAC2021 software to estimate annual traffic related GHG emissions without and with the project. These emissions will be combined with the annual amortized construction emissions to determine annual GHG emissions.
- Propose, with input from the City, quantitative or semi-quantitative thresholds of significance for GHG emissions for use in this analysis.
- Recommend mitigation measures, as needed, for GHG emissions from the project.

The second portion of analysis will include a review of applicable GHG emissions reduction policies and plans to determine whether the project would conflict with those plans. UltraSystems will determine whether the project would be designed to comply with the provisions of the California Green Building Code, Title 24, Part 11 of the California Code of Regulations or would otherwise incorporate measures to minimize energy use. These project features would assist City staff in meeting their GHG emission reduction targets. All modeling data and/or data work sheets will be included within the Initial Study Technical Appendices.

Task 2.3: Biological Resources. UltraSystems' biologists will research readily available information, including relevant literature, databases, agency web sites, various previously completed reports and management plans, Geographic Information Systems (GIS) data, maps, aerial imagery from public domain sources, and in-house records to: 1) assess habitats, special-status plant and wildlife species, jurisdictional waters, critical habitats, and wildlife corridors that may occur in and near the project site, and 2) identify local or regional plans, policies, and regulations that may apply to the project.

Following the literature review, biologists will conduct a reconnaissance-level biological survey on the project site and a 150-meter/500-foot zone out from the project site. This survey area is referred to as the Biological Study Area (BSA). The survey will include the following:

- Habitat assessment and plant community mapping.
- General plant survey.
- General wildlife survey.
- Jurisdictional assessment.
- Wildlife movement evaluation.

The pedestrian survey will be conducted during the daylight hours and will cover all accessible areas of the BSA. Observations will also be made with aerial imagery for inaccessible areas. A biologist will characterize the existing habitat and search for the presence of sensitive plant communities, special-status plants and wildlife, jurisdictional areas, and potential wildlife corridors.

Following completion of the reconnaissance-level biological surveys, UltraSystems will prepare a biological resources evaluation report that will: 1) summarize existing conditions; 2) assess the potential presence of sensitive biological resources; 3) analyze the potential impacts on those resources from project implementation; 4) recommend, as appropriate, best management practices (BMPs), avoidance and protection measures, and mitigation measures to avoid, eliminate and/or reduce environmental impacts to less than significant levels; and 5) an identification of biological permits or approvals that the project may need. The report will include: 1) methods and results of the literature review and field surveys; 2) figures depicting the size and location of plant communities and other sensitive biological resources; 3) complete flora and fauna compendium; and 4) site photographs.

Task 2.4: Phase I Cultural Resources Assessment. UltraSystems will prepare a Cultural Resources Assessment for the proposed project. California Assembly Bill (AB) 52 requires consultation with California Native American tribes that are traditionally and culturally affiliated with the geographic area where projects require a (1) notice of preparation (NOP) or (2) Notice of Intent (NOI) to Adopt a Mitigated Negative Declaration (MND). AB 52 requires lead agencies to consult with these tribes, if they desire, regarding project alternatives, recommended mitigation measures, or potential significant effects before the release of the project environmental review document. The Native American Heritage Commission (NAHC) would be contacted to request a search to identify Sacred Lands and cultural significant sites, if any, and obtain a list of Native American tribes, organizations and interested individuals that should be contacted to provide information on culturally important sites within the one-half mile Area of Potential Effect (APE). Prehistoric and historic archaeological literature and record reviews would include Environmental Impact Reports (EIRs), cultural technical reports, site records, previous assessments, research designs, monitoring programs, and related cultural documentation to identify cultural resources within the APE. Records will be reviewed at the California Historical Resources Information System (CHRIS) Center at California State University Fullerton.

A pedestrian survey of the project site following standard professional archaeological procedures would be conducted to determine if cultural resources are present on the surface and identify areas with a high possibility of containing subsurface cultural resources. Artifacts, features, sites, and structures greater than 50-years of age, if any, would be photographed and recorded. Based on these data, a Phase I Cultural Resource Survey Report would be prepared to: (1) document research methodology and findings, (2) provide recommendations for avoidance or preservation of cultural

resources, if any, that may be encountered during construction or other project activities, and (3) provide mitigation measures to protect and preserve cultural resource if avoidance is not feasible in compliance with CEQA and local standards. A site record and/or site record update would be completed and submitted to appropriate agencies upon completion of the field survey. The Phase I Cultural Report would be provided as an appendix to the IS/MND. As required, the City will handle AB52 consultation requirements with the Native American Tribes.

Task 2.5: Paleontological Resources Search. UltraSystems will contact the Los Angeles County Natural History Museum (LACM) to request previously recorded paleontological resources for the project site and vicinity. After a literature review, a pedestrian survey following standard professional paleontological procedures will be conducted to assess outcrops of the underlying geology to locate paleontological resources. The methods and findings of the assessment, including impacts and any required mitigation measures, will be discussed in the IS/MND. The records search results from the LACM will be included as an appendix to the IS/MND.

Task 2.6: Noise Impact Assessment. UltraSystems will prepare a noise impact assessment for the proposed project. This study will document ambient noise levels experienced along the studied roadway segments and at the property lines to the project site. It will estimate noise levels with project operation and existing sources of literature documenting stationary sources. Ambient noise levels will be documented using a Quest Technologies, SoundPro, DL-1-1/3 noise meter that meets the standards outlined in ANSI S1.13-2020 (American National Standard Measurement of Sound Pressure Levels in Air).

- Noise levels generated by construction and operational activities will be calculated. UltraSystems has substantial experience with calculating noise levels, including demolition and site preparation, excavation, and building construction. Estimated construction noise levels will be compared to the City's General Plan Noise Element, and the Municipal Code to determine whether significant impacts would occur. Using noise prediction modeling, UltraSystems will determine the potential for the project to cause a substantial permanent noise increase above levels without the project at the property line.
- Predicted noise levels will be compared to adopted thresholds and goals, policies, and objectives from the General Plan and conclusions will be drawn as to whether any potential increase would represent a significant acoustical impact requiring mitigation. Noise levels generated by onsite uses, machinery during construction and operation, construction trucks and operation vans, landscape equipment, will also be discussed and compared to adopted standards. Mitigation will be proposed for all significant noise impacts.
- Use of heavy earthmoving equipment during construction can generate enough vibration to adversely affect nearby receivers. UltraSystems will perform a vibration screening analysis, using methods and reference vibration levels from the Federal Transit Administration's *Transit Noise and Vibration Impact Assessment Manual* to determine whether construction vibration would be high enough to damage structures or cause annoyance to sensitive receivers.

Task 2.7: CEQA VMT Screening Analysis. As a subconsultant to UltraSystems, RK Engineering will provide the Vehicle Miles Traveled (VMT) Screening Analysis, which consists of the following:

1. Discuss the project with the Client.

2. Obtain the most current site plan and land use data for the project.
3. Determine the project's trip generation utilizing the Institute of Transportation Engineers (ITE) trip generation rates. RK Engineering will also take into account any existing trip credits that may be applicable to the project.
4. Compare the project trip generation to City of Cypress level of service analysis requirements and conclude that a full traffic impact study is not warranted for the project.
5. Perform a VMT screening analysis for the project Recommended Traffic Impact Analysis Guidelines for Vehicles Miles Traveled and Level of Service Assessment.
6. RK will attempt to screen the project out from a full VMT analysis.
7. Summarize the results of the analysis in a memorandum letter report.

Major Task 2.0 Deliverables. One PDF and MS Word formats each of all Major Task 2.0 Technical Reports.

MAJOR TASK 3.0 - INITIAL STUDY AND MITIGATED NEGATIVE DECLARATION

Task 3.1: Administrative Draft Initial Study. UltraSystems will prepare an Administrative Draft IS pursuant to the requirements of CEQA § 21080 and §§ 15060 through 15065 of the State CEQA Guidelines, both as amended. Based on our review of other similar documents previously prepared for the City, the Admin. Draft IS will open with an introduction that: identifies what the document is, explains CEQA, and then the role it plays in the environmental review process. Next, the document will describe the proposed project. The project description will be followed by a page identifying what determination the City (as Lead Agency) has made regarding the significance of the effects attributable to the proposed project.

As mentioned previously, the City has already preliminarily determined that the proposed project is unlikely to yield environmental impacts which cannot be mitigated to less than significant levels. Our firm agrees with the City's preliminary determination. The next section of the Administrative Draft IS contains the environmental review of the proposed project. This environmental assessment portion of the Admin. Draft IS patterned after State CEQA Guidelines Appendix G. The environmental factors to be addressed in the Admin. Draft IS are displayed below.

Environmental Factors Addressed in the Initial Study		
Aesthetics	Greenhouse Gas Emissions	Population/Housing
Agricultural & Forestry Resources	Hazardous Materials	Public Services
Air Quality	Hydrology and Water Quality	Recreation
Biological Resources	Land Use/Planning	Transportation/Traffic/Parking
Cultural Resources	Mandatory Findings of Significance	Tribal Cultural Resources
Geology & Soils	Noise	Utilities and Service Systems
Energy	Mineral Resources	Wildfire

Assuming that the City's current preliminary determination holds, the information developed in the IS will serve as substantial evidence that supports a preliminary conclusion that: (1) the project would not produce a significant effect on the environment, and a Negative Declaration (ND) may be issued, or (2) the project would not produce a significant effect on the environment provided that recommended proposed mitigation measures are implemented, and a Mitigated Negative Declaration (MND) may be issued.

It is noted that the environmental assessment portion of the Admin. Draft would be based on the technical studies identified in Major Task 2.0, and other informational sources. Upon completion, the Admin. Draft IS will be submitted to the City for review and comment.

Task 3.2: Administrative Draft MND and Mitigation Monitoring and Reporting Program (MMRP). UltraSystems would use the Initial Study as the basis for preparation of the administrative draft MND. Mitigation measures would be selected to avoid or reduce potential environmental impacts to less than significant levels, where feasible. UltraSystems will also prepare a draft MMRP pursuant to CEQA Guidelines §15097. The MMRP will specify: (1) the responsibility for implementation; (2) the timing for implementation; (3) the mechanisms of monitoring activities, including the frequency, contact and format for reporting requirements; and (4) the content, requirements and ultimate disposition of a Final MMRP.

Major Task 3.0: Deliverables. *One electronic copy each in MS Word and PDF format of the Administrative Draft Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program.*

MAJOR TASK 4.0 - PUBLIC DRAFT INITIAL STUDY, MITIGATED NEGATIVE DECLARATION AND MITIGATION MONITORING AND REPORTING PROGRAM

Task 4.1: Public Draft IS/MND and MMRP. After receipt of the City's comments on the administrative draft IS/MND and MMRP, UltraSystems will revise the administrative draft IS/MND and MMRP based on the comments received and resubmit it to the City as the Public Draft IS/MND. The City will be responsible for public circulation and all public noticing.

Major Task 4.0: Deliverables. *One electronic copy in MS Word format of the Draft Initial Study/Mitigated Negative Declaration and Mitigation Monitoring and Reporting Program.*

MAJOR TASK 5.0 - PUBLIC AND AGENCY REVIEW

Task 5.1: Public and Agency Review of Draft IS/MND. This Task consists of posting, filing and circulating Draft IS/MND. Distribution will occur in accordance with a list to be provided by City staff. UltraSystems will coordinate the production of copies for public distribution and deliver the environmental document (IS/MND) to the State Clearinghouse. The budget for this scope of work includes the payment of any required fees and assumes the reimbursement of fees by the City. This Task is detailed below.

- UltraSystems will secure a distribution list from City staff and review it to make certain that it includes all applicable Local, Responsible and Trustee agencies defined in CEQA Guidelines § 15381 and § 15386.
- UltraSystems will prepare and distribute a Notice of Intent to Adopt (NOI) to the County Clerk and State Clearinghouse to announce the 30-day public review period as required by Public Resources Code § 21091(b) and CEQA Guidelines § 15073(a). UltraSystems will send the NOI to the County Clerk. UltraSystems will also prepare and send a copy of the Notice of Completion (NOC) and the State Summary Form to the State Clearinghouse, along with the IS/MND.

- UltraSystems will mail up to **25 required notices** to affected agencies and interested persons, or stakeholders. Mailings will be via US mail. Additionally, all Native American Tribes will be sent notices via US Mail. The NOI will indicate the final day for accepting written comments, along with the website location for the IS/MND on the City's website.

Major Task 5.0: Deliverables. *One electronic copy each of the Notice of Completion, Notice of Intent to Adopt, Final Distribution List, and filing fee payment receipts.*

MAJOR TASK 6.0 - FINAL IS/MND/MMRP AND PUBLIC HEARING ATTENDANCE/NOD

Task 6.1: Response to Comments. UltraSystems will prepare responses to environmental comments received on the Draft IS/MND. Upon receiving comments on the IS/MND during the **30-day** review period, UltraSystems would review the content of the letters to determine the nature and extent of the response to comments (RTCs) effort. This scope of work assumes UltraSystems will prepare responses for up to 10 individual environmental comments received on the Draft IS/MND. The RTCs would be provided to the City, and after receiving one set of consolidated comments from the City, the RTCs would be finalized. Responding to more than 10 individual comments would be done on a time and materials basis with prior approval by the City.

Task 6.2: Final IS/MND and Mitigation Monitoring and Reporting Program. UltraSystems will prepare the final IS/MND that will include revisions to the Draft IS/MND based on comments received. If required, UltraSystems will assist the City in soliciting and incorporating the views of Responsible Agencies regarding the scope and the appropriate aspects of the monitoring and reporting program and finalizing the MMRP.

Task 6.3: Public Hearing Attendance. UltraSystems will attend and participate in two (2) public hearings to answer questions regarding the environmental document and its analysis. UltraSystems, in cooperation with the City will help prepare the materials needed and participate in the hearing to the extent determined appropriate.

If environmental issues arise at the hearing requiring additional investigation(s) beyond the scope of work within this proposal, UltraSystems will provide the City with specific recommendations concerning an appropriate response. UltraSystems would prepare any additional studies that may be required immediately after receiving the City's authorization to proceed.

Task 6.4: Prepare and File Notice of Determination. UltraSystems will draft a Notice of Determination for City Staff review prior to the final public hearing on proposed project. Within five (5) working days of IS/MND/MMRP adoption, UltraSystems' staff will post the NOD with the Office of the County Clerk. UltraSystems will provide payment of County Clerk filing fees necessary to file the NOD with the County Clerk and be reimbursed by the City. A copy of the NOD will also be sent to the State Clearinghouse.

Major Task 6.0: Deliverables. *One electronic copy each of the RTC, Final IS/MND and MMRP and NOD.*

5.0 PERFORMANCE SCHEDULE

TASK NO.	TASK NAME	TASK DURATION (WEEKS)	CUMULATIVE DURATION (WEEKS)
1.0	PROJECT INITIATION		
1.1	Project Kick-Off Meeting	0.1	< 1
1.2	Progress Meetings	n/a	n/a
1.2	Public Hearings	n/a	n/a
1.2	Project Management/Coordination	Continuous	Continuous
1.3	Project Description	3-4	3-4
2.0	BACKGROUND DATA COLLECTION/TECHNICAL STUDIES		
2.1	Background Data Collection/Evaluation	2-3	12
2.2	Air Quality/Greenhouse Gas Emissions Impact Assessment	2	
2.3	Cultural Resources Record Search	12	
2.4	Noise Impact Assessment	2	
2.5	Paleontological Resources Assessment	12	
2.6	Traffic Impact Assessment	4-6	
2.7	Phase I Environmental Site Assessment	4	
3.0	INITIAL STUDY/MITIGATED NEGATIVE DECLARATION/MITIGATION MONITORING AND REPORTING PROGRAM		
3.1	Administrative Initial Study	5	17
3.2	Administrative Draft MND/EA and MMRP	2	19
3.3	Draft IS/Draft MND/EA/Draft MMRP	4	23
3.4	Notice and Circulate Draft IS/MND/MMRP	< 1	24
4.0	FINAL IS/MND/MMRP AND NOTICING		
4.1	Response to Comments	2	26
4.2	Final IS/MND/MMRP	2	28
4.3	Public Hearings	TBD	TBD
4.4	Prepare and File NOD	TBD	TBD
	WORK PROGRAM SCHEDULE		28+

Schedule Assumptions:

1. Task 1 start date is assumed to be the week UltraSystems is provided a written authorization to begin work from the Client.
2. Preparation of the Project Description would commence immediately after the Project kick-off meeting. UltraSystems will seek sign-off on the Project Description from the Client.
3. Public Hearing dates are to be determined by the City.
4. The public review period for the IS/MND is 30 days.
5. Numerous tasks will be performed concurrently within the same week to the extent practicable.

Table 8.0-2
ULTRASYSTEMS LABOR RATE SCHEDULE

PROFESSIONAL STAFF	HOURLY RATE
Director	\$200
Senior Project Manager	\$195
Deputy Project Manager	\$190
Senior Principal Engineer	\$190
Scientist/Engineer	\$185
Senior Planner	\$170
Associate Planner	\$165
Planner/Environmental Analyst	\$160
Senior Biologist II	\$170
Staff Biologist II	\$160
Staff Biologist I	\$155
Cultural Specialist	\$165
Archaeologist	\$160
Senior GIS Analyst	\$165
Word Processor	\$130

Consultant support (printing, reproduction and other direct expenses) will be billed at a rate of cost plus ten (10) percent. Automobile mileage will be charged at IRS standard rates. Travel time will be billed as indicated in the hourly rate schedule above. Invoices will be submitted monthly for work in progress and at completion of contract obligations and are payable upon receipt.

Fees not paid within thirty (30) days of invoice date may be assessed as an interest charge of one and one-half (1.5) percent per month, from the date due (net 30). Attorney fees and court costs incurred for collection of delinquent accounts will be borne by the client.



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

10.

FROM: Shannon DeLong, City Manager

DATE: 05/26/2026

SUBJECT: Adopt a Resolution Ratifying a Proclamation of a Local Emergency in
Regard to the Garden Grove Chemical Leak

RECOMMENDATION

Adopt a Resolution Ratifying a Proclamation of a Local Emergency issuance of the Local Emergency Directive by the City Manager acting as the Director of Emergency Services in Regard to the Garden Grove Chemical Leak.

SUMMARY

On Thursday, May 21, 2026, Orange County Fire Authority responded to reports of a hazardous materials incident involving large industrial storage tanks in Garden Grove, California. The active incident has continued to evolve, with ongoing cooling and containment operations attempting to neutralize the chemical polymer and render it stable. Evacuation orders ensued that evening in parts of Stanton and Garden Grove. On Friday, May 22, 2026, the evacuation area expanded to the south-east portion of the City of Cypress. The Cypress Community Center opened as an emergency evacuation site for impacted residents that were under orders to evacuate, and the Incident Command was relocated to a site within the City of Cypress. By 7:00 p.m., there were approximately 260 people in the Cypress Community Center with efforts underway to secure overnight shelter for evacuees for an undetermined number of nights.

DISCUSSION

Chapter 8 of the City of Cypress Municipal Code outlines the procedures for emergency operations. Chapter 8-A-6(a)(1) of the City of Cypress municipal code states, *request the City Council to proclaim the existence or threatened existence of a "local emergency" if the City Council is in session, or to issue such proclamation if the City Council is not in session. Whenever a local emergency is proclaimed by the Director, the City Council shall take action to ratify the proclamation within seven (7) days thereafter or the proclamation shall have no further force or effect .*

Adoption of this resolution will ratify the issuance of the Local Emergency Directive by the City Manager acting as the Director of Emergency Services. Staff therefore recommends the City Council adopt the resolution.

According to fire and law enforcement reports, there is a toxic chemical leak from an aerospace manufacturing business located at 12122 Western Avenue in Garden Grove. This location is in close proximity to the City of Cypress. The release is from a 34,000 gallon tank containing methyl methacrylate, an industrial chemical used in plastics and manufacturing. The chemical leak poses a significant risk to public health, safety, and property because, according to fire and law enforcement reports at the time of this Proclamation, the failed tank cannot be secured and mitigated. There is a possibility that thousands of gallons of chemicals could spill into the facility's parking lot or there may be an explosion that could lead to major damage to surrounding properties and possible contamination of the local air quality at levels hazardous to humans, animals, and other living organisms.

Fire and law enforcement authorities have imposed evacuation orders in portions of Cypress, California and portions of Garden Grove, California. Resources from the Orange County Fire Authority, Orange County Sheriff's Department, Cypress Police Department, Garden Grove Police Department, and the Orange County Health Department have already been deployed into the affected areas, including the City of Cypress. Based upon the scope of the toxic chemical leak and the challenge to containment, there exists the potential that said incidents have, and are likely to become beyond the control of the normal services, personnel, equipment, and facilities of the regularly constituted branches and departments of City government.

The City Manager, as your Director of Emergency Services, has determined that sufficient factual circumstances exist to warrant the proclamation of a local emergency. The same has been reviewed by the City Attorney and found to meet the legal requirements to so proclaim. Accordingly, staff and the City Attorney recommend that you adopt the resolution ratifying the actions of the City Manager.

BUDGET IMPACT

None at this time.

LEGAL REVIEW

The City Attorney has reviewed this staff report, the declaration of emergency and the draft resolution.

APPROVED BY: Shannon DeLong, City Manager

Attachments

Resolution Approving Proclamation of the City Manager Declaring the Existence of Local Emergency

RESOLUTION NO.

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CYPRESS CALIFORNIA RATIFYING THE CITY MANAGER'S PROCLAMATION OF A LOCAL EMERGENCY

WHEREAS, Section 8A-5 of the Cypress Municipal Code empowers the City Manager, acting as the Director of Emergency Services, to proclaim the existence or threatened existence of a local emergency when said City is affected or likely to be affected by a public calamity; and

WHEREAS, on May 22, 2026, the City Manager did find that conditions of extreme peril to the safety of persons and property have arisen within the City, caused by toxic chemical leak from an aerospace manufacturing business located at 12122 Western Avenue, Garden Grove. This location is in close proximity to the City of Cypress. The release is from a 34,000 gallon tank containing methyl methacrylate, an industrial chemical used in plastics and manufacturing; and

WHEREAS, the City Manager issued a Proclamation of Local Emergency on May 22, 2026, a copy of which is attached hereto as "Exhibit A" and incorporated by reference; and

WHEREAS, Section 8A-6 of the Municipal Code requires that the City Council ratify said proclamation within seven (7) days thereafter, or the proclamation shall have no further force or effect; and

WHEREAS, the City Council finds that the conditions of extreme peril described in the Proclamation of Local Emergency continue to exist, and that local resources are, or may be, insufficient to cope with the effects of said emergency.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF CYPRESS AS FOLLOWS:

1. **Ratification:** The City Council hereby ratifies, confirms, and approves the Proclamation of Local Emergency issued by the City Manager on May 22, 2026.
2. **Period of Emergency:** The local emergency shall be deemed to continue to exist until its termination is proclaimed by the City Council.
3. **Emergency Powers:** During the existence of said local emergency, the powers, functions, and duties of the City Manager and the emergency organization of this City shall be those prescribed by state law, the City Charter, and the Municipal Code.
4. **State and Federal Assistance:** City staff is authorized to take all necessary actions to seek financial, logistical, and medical assistance from state and federal agencies to mitigate the impacts of this emergency.

5. **Review:** The City Council shall review the need for continuing the local emergency the next regular City Council meeting scheduled for June 9, 2026, or as required by law, until this resolution is terminated.

PASSED, APPROVED, AND ADOPTED this _____ day of _____, 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 the said City Council held on the 26th day of May, 2026 by the following roll call vote:

AYES: COUNCIL MEMBERS:

NOES: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

CITY CLERK OF THE CITY OF CYPRESS

Attachment: Exhibit A

Proclamation of the City Manager of the City of Cypress, California, Acting as the Director of Emergency Services, Proclaiming the Existence of Local Emergency with the City

EXHIBIT A

**PROCLAMATION OF THE CITY MANAGER OF THE CITY OF CYPRESS,
CALIFORNIA, ACTING AS THE DIRECTOR OF EMERGENCY SERVICES,
PROCLAIMING THE EXISTENCE OF LOCAL EMERGENCY WITH THE CITY**

WHEREAS, the City of Cypress (City) is a municipal corporation, duly organized under the U.S. Constitution and laws of the State of California; and

WHEREAS, the California Emergency Services Act, Government Code §§8550, *et seq.*, authorizes the proclamation of a local emergency when conditions of disaster or extreme peril to the safety of persons and property within the territorial limits of a city exist; and

WHEREAS, Pursuant to City of Cypress Municipal Code (CMC) 8A-6 empowers the City Manager, as Director of Emergency Services (Director), to "request the City Council to proclaim the existence or threatened existence of a "local emergency" if the City Council is in session, or to issue such proclamation if the City Council is not in session. Whenever a local emergency is proclaimed by the director, the City Council shall take action to ratify the proclamation within seven days thereafter or the proclamation shall have no further force or effect,"; and

WHEREAS, SMC section 2.64.020 defines an "emergency" as "the actual or threatened existence of conditions of disaster or of extreme peril to the safety of persons and property within this city caused by such conditions as air pollution, fire, flood, storm, epidemic, riot, or earthquake, or other conditions, including conditions resulting from war or imminent threat of war, but other than conditions resulting from a labor controversy, which conditions are or are likely to be beyond the control of the services, personnel, equipment, and facilities of this city, requiring the combined forces of other political subdivisions to combat"; and

WHEREAS, the following circumstances exist:

According to fire and law enforcement reports, there is a toxic chemical leak from an aerospace manufacturing business located at 12122 Western Avenue in the City of Garden Grove. This location is in close proximity to the City of Cypress. The release is from a 34,000 gallon tank containing methyl methacrylate, an industrial chemical used in plastics and manufacturing.

The chemical leak poses a significant risk to public health, safety, and property because according to fire and law enforcement reports at the time of this Proclamation, the failed tank cannot be secured and mitigated.

There is a possibility that thousands of gallons of chemicals could spill into the facility's parking lot or there may be an explosion that could lead to major damage to surrounding properties and possible contamination of the local air quality at levels hazardous to humans, animals, and other living organisms.

Fire and law enforcement authorities have imposed evacuation orders impacting portions of the cities of Buena Park, Cypress, Stanton, Garden Grove and Westminster. Resources from the Orange County Fire Authority, Orange County Sheriff's Department, Cypress Police Department, Garden Grove Police Department, and the Orange County Health Department have already been deployed into the affected areas, including the City of Cypress, which is the location of the Incident Command Center.

Cypress Community Center is currently serving as an evacuation center in addition to assisting with evacuations of residents.

Based upon the scope of the toxic chemical leak and the challenge to containment, there exists the potential that said incidents have, and are likely to become beyond the

control of the normal services, personnel, equipment, and facilities of the regularly constituted branches and departments of City government.

The City of Cypress is a densely populated city within the County of Orange, which has one of the highest population densities in the United States. The continuation of this incident threatens to cause extreme peril to the safety of persons and property within the City of Cypress due to potential chemical explosions; and

WHEREAS, the mobilization of local resources, ability to coordinate interagency response, accelerate procurement of vital supplies, use mutual aid, and allow for future reimbursement by the state and federal governments will be critical to successfully responding to any potential health and safety conditions in the City.

NOW, THEREFORE, THE DIRECTOR OF EMERGENCY SERVICES HEREBY DECLARES, DETERMINES, AND ORDERS AS FOLLOWS:

SECTION 1: The foregoing Recitals are true and correct and are incorporated herein by this reference.

SECTION 2: Pursuant to California Government Code § 8630 and Cypress Municipal Code §§ 8-A6, 2.64.020 and 2.64.060, the City Manager, as Director of Emergency Services, finds and proclaims that a local emergency exists throughout the City of Cypress.

SECTION 3: During the local emergency, the powers, functions and duties of the City Manager, as the Director of Emergency Services, the Assistant Director of Emergency Services, to be appointed by the Director, the Disaster Council of the City, and the emergency organization of the City shall be those prescribed by state law, in Chapter 8-A of the CMC, and such and resolutions of the City and approved by the City Council from time-to-time, including but not limited to the City of Cypress Emergency Plan adopted pursuant to Chapter 8-A-8 of the CMC.

SECTION 4: During the period of local emergency, the Director will furnish information, enter into agreements, including, but not limited to, applications and agreements for grant funding, and to take all actions necessary to obtain emergency assistance from State and federal agencies to implement preventive measures to protect and preserve the City within the scope of the local emergency hereby declared, pursuant to the powers and duties as authorized in Chapter 8-A -4, -5, -6, -7 and -8 of the CMC.. Pursuant to Chapter 8-A-9 of the CMC, "Any expenditures made in connection with emergency activities, including mutual aid activities, shall be deemed conclusively to be for the direct protection and benefit of the inhabitants and property of the City of Cypress."

SECTION 5: A copy of this proclamation shall be forwarded to the Director of the Governor's Office of Emergency Services requesting that it be found acceptable in accordance with State law; that the Governor of California, pursuant to the Emergency Services Act, issue a proclamation declaring an emergency in the City of Cypress; that the Governor waive regulations that may hinder response and recovery efforts; that recovery assistance be made available under the California Disaster Assistance Act; and that the State expedite access to State and Federal resources and any other appropriate federal disaster relief programs.

SECTION 6: This Proclamation of Local Emergency shall become effective immediately and shall expire within seven (7) days unless the City Council takes action to ratify this proclamation.

SECTION 7: Severability. If any provision of this Proclamation or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other

provisions or applications, and to this end the provisions of this Proclamation are declared to be severable. Executed this 22nd day of May, 2026 at 7:00 PM PST.

By: Shannon K. Bly

City Manager/Director of Emergency Services

Dated: May 22, 2026



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

11.

FROM: Jason Machado, Senior Management Analyst

DATE: 05/26/2026

SUBJECT: Discussion of an Indigenous People Land Acknowledgment by the Cypress City Council Proposed by Council Member Strong Carnahan

RECOMMENDATION

Discuss Adding an Indigenous People Land Acknowledgment to City Council Meetings Proposed by Council Member Strong Carnahan.

DISCUSSION

During the March 12, 2026, City Council meeting, Council Member Strong Carnahan motioned, seconded by Mayor Pro Tem Chang, agendaizing for discussion by the Cypress City Council an Indigenous People land acknowledgment to the beginning of City Council meetings.

BUDGET IMPACT

There is no budget impact at this time.

LEGAL REVIEW

No legal review is required.

APPROVED BY: Shannon DeLong, City Manager



CITY OF CYPRESS

CITY COUNCIL REPORT

City Council Regular

12.

FROM: Jason Machado, Senior Management Analyst

DATE: 05/26/2026

SUBJECT: Discussion of Changes to the City Council Meeting Agenda Structure
Proposed by Council Member Burke

RECOMMENDATION

Discuss changes to the City Council Meeting Agenda Structure Proposed by Council Member Burke.

DISCUSSION

During the May 12, 2026, City Council meeting, Council Member Burke motioned, seconded by Mayor Pro Tem Chang, that changes to the City Council meeting agenda structure be agendaized for discussion by the City Council.

BUDGET IMPACT

There is no budget impact at this time.

LEGAL REVIEW

No legal review is required.

APPROVED BY: Shannon DeLong, City Manager
