AGENDA

ALISO VIEJO CITY COUNCIL
REGULAR MEETING
WEDNESDAY, JUNE 3, 2026
7:00 PM

CITY HALL
COUNCIL CHAMBERS
12 JOURNEY
ALISO VIEJO, CA

Mayor Max Duncan

Mayor Pro Tem Mike Munzing
Councilmember Tiffany Ackley
Councilmember Tim Zandbergen
Councilmember Garrett Dwyer

WELCOME to the City of Aliso Viejo City Council meeting. Those persons wishing to address the City Council are requested to complete and submit to the City Clerk a “Request to Address City Council” form available at the entrance to the City Council Chambers. Speakers will be called at the appropriate time as their interested matter is heard. COMMENTS WILL BE LIMITED TO THREE MINUTES PER SPEAKER. Council proceedings are recorded.

It is the City's intention to comply with the Americans with Disabilities Act (ADA) . If you need special assistance to participate in the meeting, the City will make reasonable arrangements to ensure accessibility and/or accommodations. [28 CFR 35.102-35.104 ADA Title II] Please contact the City Clerk's Office at (949) 425-2505 at least 48 hours prior to the meeting.

Regular meetings of the City Council are held on the first and third Wednesday of the month at the City Hall Council Chambers, 12 Journey, Aliso Viejo. Copies of the agenda are available in the lobby at City Hall on the Thursday preceding a regularly scheduled City Council meeting. All communications received by the City regarding an agenda item have been included in the agenda materials. Supplemental documents relating to specific agenda items, including communications received after agenda delivery, are presented at the dais and in the Public Copy agenda binder at the time of the meeting. Supplemental documents are also available for review in the City Clerk's office, 12 Journey, Aliso Viejo. For more information, please contact City Hall at (949) 425-2505.

This meeting will be broadcast live on Cox Communications Channel 851, AT&T U-Verse Channel 99 and the City's website. By attending the City Council Meeting, you are giving your permission to be televised. The Council Meetings are rebroadcast on Wednesday at 7:00 p.m. on Cox Communications Channel 851, AT&T U-Verse Channel 99, and can be viewed on the internet at www.avcity.org.

BRETT CHANNING CITY MANAGER	SCOTT C. SMITH CITY ATTORNEY	MARIA KENDIG CITY CLERK

PLEASE SILENCE ALL CELL PHONES AND OTHER ELECTRONIC EQUIPMENT WHILE CITY COUNCIL IS IN SESSION

CALL TO ORDER:

ROLL CALL:

PLEDGE OF ALLEGIANCE:

1. SPECIAL PRESENTATION(S):

None.

2. ADDITIONS, DELETIONS, REORDERING TO THE AGENDA:

3. COMMUNITY INPUT:

Members of the public wishing to address the City Council are requested to complete and submit to the City Clerk a "Request to Address City Council" form available at the entrance to the City Council Chambers. In compliance with the Brown Act, no discussion or action may be taken on comments received at this time, except the City Council may briefly respond to statements made or questions posed. Comments are limited to three (3) minutes per speaker.

4. CONSENT CALENDAR:

All matters listed on the Consent Calendar will be acted upon by one vote unless members of the City Council, or staff request a matter to be discussed and/or removed from the Consent Calendar for separate action. Items removed from the Consent Calendar will be discussed and voted upon immediately following City Council action on the remainder of the Consent Calendar.

4.1 APPROVAL OF MINUTES

Recommended Actions:

1. Approve the minutes as submitted for the May 20, 2026, Regular Meeting.
2. Approve the minutes as submitted for the May 27, 2026, Special and Adjourned Regular Meetings.

Draft Minutes - May 20 2026 Regular Meeting
Draft Minutes - May 27 2026 Special Meeting
Draft Minutes - May 27 2026 Adjourned Regular Meeting

4.2 ACCOUNTS PAYABLE

Recommended Action: Ratify accounts payable checks and electronic funds transfers issued between May 8, 2026, and May 21, 2026, in the amount of $574,630.82.

Staff Report
Attachment 1 - Accounts Payable Report

4.3 TREASURER'S STATEMENT – APRIL 2026

Recommended Action: Receive and file the April 2026 Treasurer's Statement.

Staff Report

Attachment 1 - April 2026 Treasurer's Statement

4.4 BIENNIAL REVIEW OF THE CITY'S CONFLICT OF INTEREST CODE

Recommended Action: Direct staff to conduct a review of the City's Conflict of Interest Code and return to the City Council with its findings and any recommended updates by October 1, 2026.

Staff Report

4.5 GENERAL MUNICIPAL ELECTION – NOVEMBER 3, 2026

Recommended Actions:

1. Adopt a Resolution calling for the holding of a Regular General Municipal Election to be held on Tuesday, November 3, 2026, for the election of certain officers as required by the provisions of the laws of the State of California relating to general law cities;
2. Adopt a Resolution calling for the holding of a Special Municipal Election to be held on Tuesday, November 3, 2026, for the election of certain officers as required by the provisions of the laws of the State of California relating to general law cities;
3. Adopt a Resolution requesting the Orange County Board of Supervisors to consolidate the Regular General Municipal Election to be held on Tuesday, November 3, 2026, with the Statewide General Election to be held on the same date pursuant to Section 10403 of the California Elections Code;
4. Adopt a Resolution requesting the Orange County Board of Supervisors to consolidate the Special Municipal Election to be held on Tuesday, November 3, 2026, with the Statewide General Election to be held on the same date pursuant to Section 10403 of the California Elections Code; and
5. Adopt a Resolution adopting regulations pertaining to candidate statements submitted to the voters for an election to be held on Tuesday, November 3, 2026.

Staff Report

Attachment 1 - Resolution Calling for Regular Election

Attachment 2 - Resolution Calling for Special Election

Attachment 3 - Resolution Consolidating Regular Election

Attachment 4 - Resolution Consolidating Special Election

Attachment 5 - Candidate Statement

4.6 APPROVAL OF COOPERATIVE AGREEMENT BY AND BETWEEN THE CITIES OF ALISO VIEJO, LAGUNA NIGUEL, LAGUNA HILLS, AND MISSION VIEJO FOR THE ALICIA PARKWAY REGIONAL TRAFFIC SIGNAL SYNCHRONIZATION PROGRAM PROJECT

Recommended Actions:

1. Approve the Cooperative Agreement by and between the City of Laguna Niguel and the cities of Aliso Viejo, Laguna Hills, and Mission Viejo for the Alicia Parkway Regional Traffic Signal Synchronization Program Project;
2. Authorize the Mayor and the City Clerk to execute the agreement; and
3. Authorize the City Manager to execute future amendments to the agreement.

Staff Report
Attachment 1 - Vicinity Map
Attachment 2 - Cooperative Agreement

4.7 AWARD CONTRACT TO GMU ENGINEERS & GEOLOGISTS FOR ON-CALL GEOTECHNICAL AND MATERIAL TESTING SERVICES

Recommended Actions:

1. Award a contract to GMU Engineers & Geologists, Inc. (GMU) to perform geotechnical and materials testing services; and
2. Authorize the City Manager to execute a professional services contract with GMU for an amount not to exceed $200,000.

Staff Report
Attachment - Contract with GMU

4.8 SECOND AMENDMENT TO THE AGREEMENT WITH NV5, INC. FOR CONSTRUCTION INSPECTION SERVICES

Recommended Actions:

1. Approve a second amendment to the agreement with NV5, Inc. to perform construction inspection services that renews the agreement for an additional one-year term and increases the total compensation under the agreement by $360,000 for a total contract amount of $660,000; and
2. Authorize the City Manager to execute the second amendment to the contract.

Staff Report
Attachment 1 - Second Amendment to Agreement with NV5, Inc.

4.9 FIRST AMENDMENT TO THE AGREEMENT WITH NV5, INC. FOR ON-CALL CIVIL ENGINEERING SERVICES

Recommended Actions:

1. Approve a first amendment to the agreement with NV5, Inc. to perform on-call civil engineering services that renews the agreement for an additional one-year term and increases the total compensation under the agreement by $50,000 for a total contract amount of $100,000; and
2. Authorize the City Manager to execute the first amendment to the contract.

Staff Report
Attachment - 1st Contact Amendment with NV5, Inc.

4.10 THIRD AMENDMENT TO THE AGREEMENT WITH NIEVES LANDSCAPE, LLC. FOR LANDSCAPE MAINTENANCE SERVICES

Recommended Action:

1. Approve a third amendment to the agreement with Nieves Landscape, LLC to perform landscape maintenance services that renews the agreement for an additional five-year term and increases the total compensation under the agreement by $1,090,000.00 total contract amount of $2,180,000; and
2. Authorize the City Manager to execute the third amendment to the contract.

Staff Report
Attachment - Third Amendment to Agreement with Nieves Landscape, LLC.

4.11 SECOND AMENDMENT TO THE AGREEMENT WITH GREAT SCOTT TREE SERVICES, INC. FOR TREE MAINTENANCE SERVICES

Recommended Actions:

1. Approve a second amendment to the agreement with Great Scott Tree Services, Inc. to renew the agreement for an additional three-year term for tree maintenance services, and increase the total compensation amount by $101,000 to $277,000; and
2. Authorize the City Manager to execute the second amendment to the contract.

Staff Report

Attachment 1 - 2nd Amend to Agreement with Great Scott Tree Service, Inc.

4.12 SECOND READING AND ADOPTION OF AN ORDINANCE DECLARING PRIMA FACIE SPEED LIMITS ON CERTAIN CITY STREETS

Recommended Action: Conduct a second reading and adopt an Ordinance entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO CALIFORNIA, DECLARING PRIMA FACIE SPEED LIMITS ON CERTAIN CITY STREETS.

Staff Report

Attachment 1 - Ordinance

4.13 AGREEMENT WITH ALL CITY MANAGEMENT SERVICES, INC. FOR FISCAL YEAR 2026-27 CROSSING GUARD SERVICES

Recommended Action: Authorize the City Manager to execute the agreement with All City Management Services, Inc. for school crossing guard services for fiscal year (FY) 2026-27.

Staff Report

Attachment 1 - Crossing Guard Agreement Pricing Letter

Attachment 2 - Agreement with All City Management Services, Inc.

4.14 AGREEMENT WITH THE COUNTY OF ORANGE FOR FISCAL YEAR 2026-27 LAW ENFORCEMENT SERVICES

Recommended Action: Approve and authorize the Mayor to execute the agreement with the County of Orange for Fiscal Year 2026-27 law enforcement services in the amount of $11,550,802.

Staff Report

Attachment 1 - Agreement

Attachment 2 - FY 2026-27 OCSD Summary Cost Sheet

5. PUBLIC HEARINGS:

5.1 REPORT ON STAFF VACANCIES, RECRUITMENT, AND RETENTION EFFORTS

Recommended Actions:

1. Conduct the public hearing; and
2. Receive and file the report on staff vacancies, recruitment, and retention efforts.

Staff Report

5.2 ZONING CODE AMENDMENT ZA-2026-01004: OBJECTIVE DESIGN STANDARDS FOR QUALIFYING RESIDENTIAL PROJECTS

Recommended Actions:

1. Find that Zoning Code Amendment ZA-2026-02004 is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the State CEQA Guidelines; and
2. Introduce for first reading of an Ordinance entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, AMENDING THE ALISO VIEJO MUNICIPAL CODE TO ESTABLISH OBJECTIVE DESIGN STANDARDS FOR QUALIFYING HOUSING PROJECTS AND DETERMINING THE ACTION TO BE EXEMPT FROM CEQA.

Staff Report
Attachment 1 - ODS Ordinance
Attachment 2 - ODS Manual
Attachment 3 - Response to Developer Comments
Attachment_4 - ODS Presentation .pptx

6. DISCUSSION:

6.1 ADOPTION OF TELECONFERENCING DISRUPTION POLICY AND COMMUNITY OUTREACH AND PUBLIC ENGAGEMENT PLAN IN COMPLIANCE WITH SENATE BILL 707 (SB707)

Recommended Actions:

1. That the City Council of the City of Aliso Viejo ("City") adopt Resolution No. 2026-XX, a new City Council policy addressing a disruption of telephonic or internet service during City Council meetings, in compliance with Senate Bill 707 and Government Code Sections 54953.9 and 54953.10; and
2. Approve the SB 707 Community Outreach and Public Engagement Plan to encourage participation by historically underrepresented and underserved communities.

Staff Report
Attachment 1 - Resolution
Attachment 2 - Council Policy re Disruption of Meeting Transmission
Attachment 3 - Community Outreach and Public Engagement Plan
SB707 PPT

6.2 PROPOSED ANNUAL BUDGET FOR FISCAL YEAR 2026-27

Recommended Actions:

1. Adopt a Resolution adopting the Annual Budget for Fiscal Year 2026-27; and
2. Adopt a Resolution approving updated City Salary Schedules to include cost-of-living adjustments of 3.2% and the addition of Principal Civil Engineer and Principal Planner job classifications, effective July 1, 2026; and
3. Adopt a Resolution setting the annual appropriations limit for Fiscal Year 2026-27.

Staff Report
Attachment 1 - FY 2026-27 Budget Resolution
Attachment 2 - FY 2026-27 Proposed Budget
Attachment 3 - Salary Schedule Resolution
Attachment 4 - Proposed Salary Schedule
Attachment 5 - Principal Civil Engineer Job Classification Description
Attachment 6 - Principal Planner Job Classification Description

Attachment 7 - Appropriations Limit Resolution
Attachment 8 - Appropriations Limit Calculation
Attachment 9 - Proposed Budget Presentation

7. CITY MANAGER' S REPORT:

8. ANNOUNCEMENTS / COUNCIL COMMENTS / COMMITTEE UPDATES:

9. **ADJOURNMENT:** The next regularly scheduled City Council meeting is Wednesday, June 17, 2026 at 7 p.m.

CITY OF ALISO VIEJO
CITY COUNCIL MINUTES
REGULAR MEETING
May 20, 2026
Council Chambers, City Hall, 12 Journey
Aliso Viejo, California

CALL TO ORDER: Mayor Duncan called the Regular Meeting of the City Council of the City of Aliso Viejo to order at 7:00 p.m.

ROLL CALL

PRESENT: MAYOR MAX DUNCAN
MAYOR PRO TEM MIKE MUNZING
COUNCILMEMBER TIFFANY ACKLEY
COUNCILMEMBER GARRETT DWYER
COUNCILMEMBER TIM A. ZANDBERGEN

ABSENT: None

STAFF PRESENT: BRETT CHANNING, CITY MANAGER
SCOTT SMITH, CITY ATTORNEY
ANN EIFERT, DIRECTOR OF FINANCIAL SERVICES
SO KIM, DIRECTOR OF COMMUNITY DEVELOPMENT
SHAUN PELLETIER, DIRECTOR OF PUBLIC WORKS
MARIA KENDIG, DIRECTOR OF GOVERNMENT SERVICES / CITY CLERK
LIZZY MENDOZA, RECREATION & COMMUNITY SERVICES MANAGER
ISAAC AZIZ, INFORMATION TECHNOLOGY MANAGER
CAPT. RYAN BUHR, ALISO VIEJO POLICE SERVICES
DIVISION FIRE CHIEF REID GIBSON

PLEDGE OF ALLEGIANCE: Cub Scout Pack 702 led the Pledge of Allegiance.

1. SPECIAL PRESENTATIONS:

1.1 INTRODUCTION OF NEW CITY MANAGER BRETT CHANNING
Mayor Duncan introduced City Manager Brett Channing. City Manager Channing expressed gratitude and excitement to serve the City of Aliso Viejo.

1.2 PROCLAMATION FOR DROWNING PREVENTION AND AWARENESS SEASON
Mayor Duncan presented the proclamation to Division Fire Chief Reid Gibson who expressed gratitude for the recognition. OCFA Community Educator Milton Neira addressed the audience and provided information regarding water safety practices, supervision around pools and open water, and methods to help prevent drowning incidents.

1.3 PROCLAMATION FOR WILDFIRE AWARENESS AND PREVENTION SEASON
Mayor Duncan presented the proclamation to Division Fire Chief Reid Gibson who expressed gratitude for the recognition. OCFA Community Educator Milton Neira provided remarks regarding wildfire preparedness, defensible space, evacuation readiness, and fire prevention measures for the community.

2. ADDITIONS, DELETIONS, REORDERING TO THE AGENDA:

None.

3. COMMUNITY INPUT:

1. Sebastian commented on recent public safety incident and shared concerns about community outreach.
2. Randy Schrock commented on bike safety.
3. Jena Minnick-Bull shared information about upcoming South Coast Conservatory events.

4. CONSENT CALENDAR:

Motion: Mayor Pro Tem Munzing moved, and Councilmember Ackley seconded to approve the recommended actions for Items 4.2 through 4.4. Motion carried 5-0. Councilmember Dwyer pulled agenda item 4.1 for separate discussion.

4.1 ACCOUNTS PAYABLE
Recommended Action: Ratify accounts payable checks and electronic funds transfers issued between April 24, 2026, and May 7, 2026, in the amount of $1,243,395.95.

Councilmember Dwyer requested additional information regarding a $1,000 grant payment to the Assistance League of Capistrano Valley. Director of Financial Services Eifert provided an overview of the purpose and distribution of grant funding. Councilmember Dwyer also inquired about a recent payment to GrayMar Environmental Services for hazardous materials cleanup services. Director Eifert provided information regarding the scope of services performed.

Motion: Councilmember Zandbergen moved, and Councilmember Dwyer seconded to approve the recommended actions for Items 4.1. Motion carried 5-0.

4.2 WAIVE THE READING OF ALL ORDINANCES AND RESOLUTIONS
Recommended Action: Approve the reading by title only of all ordinances and resolutions wherein the titles appear on the public agenda; said titles shall be determined to have been read by title, and further reading is waived.

4.3 APPROVAL OF MINUTES

Recommended Action: Approve the minutes as submitted for the May 6, 2026, Regular and Special Meetings.

4.4 AWARD CONTRACT TO ECONOLITE SYSTEMS, INC. FOR THE FISCAL YEAR 2025-26 ACCESSIBLE PEDESTRIAN SIGNAL PROJECT - CDBG

Recommended Actions:

1. Approve Contract Documents, Specifications, and Plans for the Fiscal Year 2025-26 Accessible Pedestrian Signal Project - CDBG;
2. Award a contract in the amount of $90,005.08 to Econolite Systems, Inc. as the lowest responsible bidder for the Fiscal Year 2025-26 Accessible Pedestrian Signal Project - CDBG;
3. Authorize the City Manager to execute a contract with Econolite Systems, Inc.;
4. Authorize City staff to make total compensation to Econolite Systems Inc. up to $90,005.08 plus $9,000.51 (10% of the contract amount) to allow for contingencies, totaling $99,005.59; and
5. Declare this project categorically exempt from the California Environmental Quality Act (CEQA) process Per Title 14 of the California Code of Regulations, Chapter 3, Article 19, Section 15301 (Class 1: Existing Facilities).

5. PUBLIC HEARING:

None

6. DISCUSSION:

6.1 PRIMA FACIE CITYWIDE SPEED LIMITS — ORDINANCE

Recommended Actions:

1. Find that this Ordinance is subject to CEQA categorical exemption Class 1 pursuant to the CEQA Guidelines, respectively, Title 14, California Code of Regulations Section 15301;
2. Introduce an Ordinance of the City Council of the City of Aliso Viejo, California, Amending the Aliso Viejo Municipal Code Declaring Prima Facie Speed Limits on Certain City Streets; and
3. Authorize the Finance Director to appropriate an additional $70,000 of Gas Tax
4. funds to the Fiscal Year 2025-26 budget.

Director of Public Works Pelletier, along with representatives from RK Engineering Group, Inc., presented the staff report and responded to City Council questions regarding the methodology and frequency of traffic studies, impacts on traffic safety enforcement, legal requirements for conducting vehicle speed surveys, current traffic safety data, and the rationale for the proposed speed limit reductions.

Mayor Duncan proposed that the matter be scheduled for a future Study Session to allow for further discussion and public input.

The following spoke on the matter:
1. Sebastian shared concerns about traffic safety.
2. Art Camoia shared same concerns about traffic safety.

Motion: Mayor Duncan moved, and Councilmember Dwyer seconded to continue the item to May 27, 2026, at 7:00 p.m. Motion carried 4-1 (Councilmember Ackley dissented).

6.2 CITIZEN, SENIOR, AND YOUTH OF THE YEAR, CIVIC SERVICE AWARD, AND "KEY TO THE CITY" PROGRAM

Recommended Actions:

1. Review and discuss Council Policy 400-12 - Citizen, Senior, and Youth of the Year Program, Civic Service Award, and "Key to the City" Program and nomination process;
2. Direct Staff to make any necessary changes to Council Policy 400-12 and/or nomination process;
3. Approve the reinstatement of the program and begin the annual nomination and selection process for the 2026 recognition cycle.

Mayor Duncan provided an overview. Council members expressed support for reinstating the recognition program and honoring community members for their contributions over the past two years.

The following spoke on the matter:
1. Marie T. shared support for civic service awards and shared concerns about transparency in the selection process.

Motion: Mayor Duncan moved and Councilmember Zandbergen seconded to approve the recommended actions. Motion carried 5-0.

7. CITY MANAGER'S REPORT:

City Manager Channing announced upcoming summer recreation classes and camps, including scholarship opportunities available for eligible participants. He also announced that Shakespeare by the Sea will present "Macbeth" at Soka University on Thursday, July 23, at 7:00 p.m.

8. ANNOUNCEMENTS / COUNCIL COMMENTS / COMMITTEE UPDATES:

Councilmember Ackley:
- Attended a housing development tour with Lennar.

Councilmember Dwyer:

- Participated in the SCAG Regional Conference and General Assembly in Palm Desert.
- Volunteered at the Nourishing Great Futures Market supporting community food access efforts.
- Attended the Aliso Viejo Chamber of Commerce Luncheon.
- Provided comments regarding retail vacancies at the Aliso Viejo Town Center.
- Raised observations regarding campaign signage within the City.
- Shared an update on the Know Your Dough Financial Literacy Program.
- Attended the Esprit de Wolverine Awards ceremony at Aliso Niguel High School.

Councilmember Zandbergen:

- Participated in the SJHTCA Board of Directors Meeting.
- Provided an update on the SR-73 Catalina View Improvements Project.
- Welcomed newly appointed City Manager Brett Channing.

Mayor Pro Tem Munzing:

- Expressed gratitude for City staff.
- Attended Orange County City Selection Committee Meeting.
- Participated in a Lennar housing development tour.
- Attended Aliso Viejo Chamber of Commerce Luncheon.

Mayor Duncan

- Attended Aliso Viejo Chamber of Commerce Luncheon.
- Thanked City staff for their ongoing dedication and work.
- Commented on recent incident at Aliso Niguel High School.

9. **ADJOURNMENT:** Mayor Duncan adjourned the meeting at 8:08 p.m. to Wednesday, May 27, at 7:00 p.m. to continue discussion of Agenda Item 6.1.

Respectfully submitted:

_____
MARIA KENDIG
CITY CLERK

Approved by:

_____
MAX DUNCAN
MAYOR

CITY OF ALISO VIEJO
CITY COUNCIL MINUTES
SPECIAL MEETING
May 27, 2026
Council Chambers, City Hall, 12 Journey
Aliso Viejo, California

CALL TO ORDER: Mayor Duncan called the Regular Meeting of the City Council of the City of Aliso Viejo to order at 6:33 p.m.

ROLL CALL

PRESENT: MAYOR MAX DUNCAN
MAYOR PRO TEM MIKE MUNZING
COUNCILMEMBER TIFFANY ACKLEY
COUNCILMEMBER GARRETT DWYER
COUNCILMEMBER TIM A. ZANDBERGEN

ABSENT: None

STAFF PRESENT: BRETT CHANNING, CITY MANAGER
SCOTT SMITH, CITY ATTORNEY
ANN EIFERT, DIRECTOR OF FINANCIAL SERVICES
SO KIM, DIRECTOR OF COMMUNITY DEVELOPMENT
SHAUN PELLETIER, DIRECTOR OF PUBLIC WORKS
MARIA KENDIG, DIRECTOR OF GOVERNMENT SERVICES / CITY CLERK
LIZZY MENDOZA, RECREATION & COMMUNITY SERVICES MANAGER
ISAAC AZIZ, INFORMATION TECHNOLOGY MANAGER
CAPT. RYAN BUHR, ALISO VIEJO POLICE SERVICES
DIVISION FIRE CHIEF REID GIBSON

STUDY SESSION:

SPEED LIMITS ON CERTAIN CITY STREETS

Director of Public Works Pelletier, together with Bryan Estrada of RK Engineering Group, Inc., presented the Citywide speed limit evaluation. The presentation focused on data-driven approaches to establishing safer speeds, with the goal of reducing the potential for severe and fatal collisions. Staff explained that Engineering and Traffic Surveys (E&TS) are required to establish enforceable speed limits using radar or lidar and to support speed enforcement in accordance with the California Vehicle Code (CVC), including protections against “speed traps” (CVC §40802). E&TS also support adjustments to statutory “prima facie” speed limits, generally 25 mph in urban areas and up to 65 mph on designated roadways.

Staff referenced the California Manual on Uniform Traffic Control Devices (CA MUTCD), Section 2B.13, as the governing standard for conducting E&TS in California. They also

outlined recent legislative changes under Assembly Bill 43 (AB 43, 2021), as amended by AB 1938, which expand local authority to reduce speed limits in specific contexts such as safety corridors, high pedestrian or bicycle activity areas, and business districts. These provisions support the state's Vision Zero goals and allow for reduced prima facie speed limits, including 20 mph or 15 mph where warranted, while maintaining eligibility for radar and lidar enforcement.

Staff advised that previously approved E&TS will expire on June 5, 2026, and reviewed statutory validity periods under CVC §40802, including 5-year, 7-year (with required training and equipment standards), and up to 14-year extensions when a registered engineer certifies that no significant roadway or traffic condition changes have occurred.

The consulting engineer (RK Engineering Group, Inc.) described the methodology used for field data collection and analysis for each roadway segment, including radar speed surveys (generally 100 observations per segment, or a minimum of 50 observations using tube counters in lower-volume locations), 24-hour average daily traffic counts, and five years of collision data obtained from the CHP Statewide Integrated Traffic Records System. The analysis included evaluation of average speeds, 85th percentile speeds, and 10-mph pace speed.

Staff noted that speed limits are typically set to the nearest 5 mph increment of the 85th percentile speed under free-flow conditions, which reflects the speed most drivers perceive as reasonable and prudent. It was further noted that establishing limits significantly below the 85th percentile may present enforcement challenges.

Staff identified 12 roadway segments as safety corridors and presented recommendations for reduced speed limits on selected streets.

Council discussion ensued, during which members expressed appreciation for the thoroughness of the study and the materials provided.

The City Council received 21 e-comments. The following individuals spoke in support of lowering speed limits: Marty Renert, Mindy Swank, Claire Winograd, Oscar Londone, Julie Colombero, and Sebastian.

Mayor Duncan announced that consideration of the ordinance would take place at the Adjourned Regular Meeting immediately following the Study Session.

ADJOURNMENT: Mayor Duncan adjourned the meeting at 7:22 p.m.

Respectfully submitted:

_____
MARIA KENDIG
CITY CLERK

Approved by:

_____
MAX DUNCAN
MAYOR

CITY OF ALISO VIEJO
CITY COUNCIL MINUTES
ADJOURNED REGULAR MEETING
May 27, 2026
Council Chambers, City Hall, 12 Journey
Aliso Viejo, California

CALL TO ORDER: Mayor Duncan called the Adjourned Regular Meeting of the City Council of the City of Aliso Viejo to order at 7:23 p.m.

ROLL CALL

PRESENT: MAYOR MAX DUNCAN
MAYOR PRO TEM MIKE MUNZING
COUNCILMEMBER TIFFANY ACKLEY
COUNCILMEMBER GARRETT DWYER
COUNCILMEMBER TIM A. ZANDBERGEN

ABSENT: None

STAFF PRESENT: BRETT CHANNING, CITY MANAGER
SCOTT SMITH, CITY ATTORNEY
ANN EIFERT, DIRECTOR OF FINANCIAL SERVICES
SO KIM, DIRECTOR OF COMMUNITY DEVELOPMENT
SHAUN PELLETIER, DIRECTOR OF PUBLIC WORKS
MARIA KENDIG, DIRECTOR OF GOVERNMENT SERVICES / CITY CLERK
LIZZY MENDOZA, RECREATION & COMMUNITY SERVICES MANAGER
ISAAC AZIZ, INFORMATION TECHNOLOGY MANAGER
CAPT. RYAN BUHR, ALISO VIEJO POLICE SERVICES
DIVISION FIRE CHIEF REID GIBSON

PLEDGE OF ALLEGIANCE: Capt. Ryan Buhr led the Pledge of Allegiance.

DISCUSSION:

PRIMA FACIE CITYWIDE SPEED LIMITS — ORDINANCE

Recommended Actions:

1. Find that this Ordinance is subject to CEQA categorical exemption Class 1 pursuant to the CEQA Guidelines, respectively, Title 14, California Code of Regulations Section 15301;
2. Introduce an Ordinance of the City Council of the City of Aliso Viejo, California, Amending the Aliso Viejo Municipal Code Declaring Prima Facie Speed Limits on Certain City Streets; and
3. Authorize the Finance Director to appropriate an additional $70,000 of Gas Tax funds to the Fiscal Year 2025-26 budget.

Councilmember discussion ensued. Councilmembers expressed support for reduced speed limits to enhance safety for pedestrians and bicyclists. The Council also requested that staff conduct public outreach regarding the proposed changes. It was noted that some collisions are attributable to distracted driving, and it was further noted that there have been no fatalities on City streets. Councilmembers emphasized the importance of safety for all modes of transportation, including e-bikes.

Motion: Councilmember Ackley moved, and Mayor Duncan seconded to approve recommendations as proposed. Motion carried 5-0.

ADJOURNMENT: Mayor Duncan adjourned the meeting at 7:39 p.m.

Respectfully submitted:

_____
MARIA KENDIG
CITY CLERK

Approved by:

_____
MAX DUNCAN
MAYOR

City of Aliso Viejo
AGENDA ITEM

DATE: June 3, 2026

TO: Mayor and City Council

FROM: Ann Eifert, Director of Financial Services

SUBJECT: ACCOUNTS PAYABLE

Recommended Action:

Ratify accounts payable checks and electronic funds transfers issued between May 8, 2026, and May 21, 2026, in the amount of $574,630.82.

Fiscal Impact:

Expenditures in the amount of $574,630.82.

Background:

The City issues accounts payable checks on a bi-weekly basis and presents them to the City Council for ratification at its next regularly scheduled City Council meeting.

Discussion:

The attached registers containing checks and electronic funds transfers issued between May 8, 2026, and May 21, 2026, for $574,630.82, are being presented for ratification. All payments have been made in compliance with the City's purchasing policy and procedures. Payments have been reviewed and approved by the appropriate departmental staff. The issued accounts payable checks and electronic funds transfers have been reviewed and deemed in accordance with the fiscal year budget by the Director of Financial Services.

Attachment:

1. Accounts Payable Report

Accounts Payable

Vendor Name	Description (Item)	Amount
101 - GENERAL FUND		
UNITED OF OMAHA LIFE INSURANCE CO.	JUN'26 LIFE INSURANCE	1,695.61
CHOICE BUILDER	JUN'26 DENTAL - TZ	96.90
CHOICE BUILDER	JUN'26 VISION - JM	6.48
CHOICE BUILDER	JUN'26 DENTAL - JM	46.63
CHOICE BUILDER	MAY'26 DENTAL - NS	145.88
CHOICE BUILDER	JUN'26 DENTAL INSURANCE	1,985.41
CHOICE BUILDER	JUN'26 VISION INSURANCE	307.34
CALPERS HEALTH	JUN'26 TZ - HEALTH PREMIUM	1,750.56
CALPERS HEALTH	JUN'26 TZ - HEALTH PREMIUM PEMCA MINIMUM	162.00
CALPERS HEALTH	MAY'26 MEDICAL - TL	857.14
CALPERS HEALTH	MAY'26 MEDICAL - MR	2,486.33
CALPERS HEALTH	JUN'26 CALPERS HEALTH PREMIUM	36,645.18
CHARLES ABBOTT ASSOC INC	MAR'26 CAA SCE - R.BRUNELL	52.50
CHARLES ABBOTT ASSOC INC	MAR'26 CAA COX - R.BRUNELL	105.00
CHARLES ABBOTT ASSOC INC	MAR'26 CAA CROWN CASTLE - R.BRUNELL	682.50
CHARLES ABBOTT ASSOC INC	MAR'26 CAA MNWD - R.BRUNELL	840.00
CHARLES ABBOTT ASSOC INC	MAR'26 CAA WOODMANTEL - R.BRUNELL	52.50
CHARLES ABBOTT ASSOC INC	MAR'26 CAA KAISER GRADING	190.00
CHARLES ABBOTT ASSOC INC	APR'26 CAA WQMP REVIEW FOR POLARIS PROJECT	580.00
ROOF PRO	CD-2026-01019_1-11 ROSEWOOD_ROOF PRO	500.00
ROOF PRO	CD-2026-01028_66-72 MEADOWOOD_ROOF PRO	500.00
		49,687.96
CITY MANAGER		
CALPERS HEALTH	JUN'26 PG - HEALTH PREMIUM	162.00
	CITY MANAGER TOTAL:	**162.00**
HUMAN RESOURCES		
CHARLES C STILL	APR'26 NM/RM/DR/BC SECURE LIVE SCAN FEES	268.00
OC FAMILY MEDICINE	APR '26 TB TESTS & EMPLOYEE EXAMS	1,290.00
	HUMAN RESOURCES TOTAL:	**1,558.00**
FINANCE		
CHOICE BUILDER	JUN'26 ADMIN FEE	30.00
CALPERS HEALTH	JUN'26 CALPERS ADMIN FEE	35.78
DAVIS FARR LLP	FY25-26 AV CITY ANNUAL AUDIT-1ST PROGRESS BILLING	6,310.00
PARS (PHASE II SYSTEMS AND CALIFORNIA CORPORATION)	MAR'26 PARS REP FEES	300.00
FQ BUYER, INC	ANNUAL SUBSCRIPTION 4/20/26-4/19/27	3,900.00
	FINANCE TOTAL:	**10,575.78**
INFORMATION TECHNOLOGY		
NATHAN KEETER CONSULTING LLC	MAY'26 NETWORK SUPPORT & SECURITY	416.67
	INFORMATION TECHNOLOGY TOTAL:	**416.67**
NON-DEPARTMENTAL		
CERTIFIED RECORDS MANAGEMENT	MAY'26 - RECORDS OFF SITE STORAGE	426.03
MARITZA MARTINEZ	MM3/05 PORKYS-PW DEPT LUNCH/PRIZE-HOLIDAY LUNCHEON	95.00
MARITZA MARTINEZ	MM 10/30 RAFFLE PRIZES-HALLOWEEN QTRLY LUNCHEON	50.00
MARITZA MARTINEZ	MM 4/13 PARIS BAGU-STAFF SPRING CLEANING CH & AVR	101.51
CINTAS CORPORATION NO. 2	MAY'26 CH & STE 200 FIRST AID MAINT & SUPPLIES	199.21
NIEVES LANDSCAPE INC	MAR'26 LANDSCAPE MAINTENANCE VISTA PARK	1,100.11
QUADIENT FINANCE USA, INC	QUADIENT POSTAGE - ANNUAL FEE	36.00
MOULTON NIGUEL WATER DIST	ACCT#64101 VISTA WATER SVC	1,953.68
QUADIENT LEASING USA INC	2/28/26 TO 5/27/26 POSTAGE MACHINE LEASE	592.19
	NON-DEPARTMENTAL TOTAL:	**4,553.73**
C. S. ADMINISTRATION		
CALPERS HEALTH	JUN'26 HW - HEALTH PREMIUM	162.00
CALPERS HEALTH	JUN'26 DP - HEALTH PREMIUM	162.00

Vendor Name	Description (Item)	Amount
ELIZABETH MENDOZA	LM 4/27-4/28/26 PARKS & REC SUMMIT CONF - REIMB	62.35
	C. S. ADMINISTRATION TOTAL:	**386.35**
IGLESIA PARK		
GREAT SCOTT TREE SERVICE, INC	MAR'26 TREE TRIMMING - IGLESIA PARK	3,139.50
SO CAL EDISON	APR'26 ACCT#7997 IGLESIA PARK ELECTRICITY	127.19
NIEVES LANDSCAPE INC	MAR'26 LANDSCAPE MAINTENANCE IGLESIA PARK	7,319.43
	IGLESIA PARK TOTAL:	**10,586.12**
IGLESIA BUILDING		
ZAPP PEST MANAGEMENT	MAR'26 PEST CONTROL SERVICES IGLESIA	75.00
ZAPP PEST MANAGEMENT	APR'26 PEST CONTROL SERVICES IGLESIA	75.00
SO CAL EDISON	APR'26 ACCT#7997 IGLESIA PARK BLDG ELECTRICITY	1,200.55
	IGLESIA BUILDING TOTAL:	**1,350.55**
IGLESIA PARK COMMUNITY CENTER		
BOYS & GIRLS CLUB OF CAPISTRANO VALLEY	APR'26 B&GCCV	11,000.00
BOYS & GIRLS CLUB OF CAPISTRANO VALLEY	FEB'26 B&GCCV	12,000.00
BOYS & GIRLS CLUB OF CAPISTRANO VALLEY	MAR'26 B&GCCV	12,000.00
	IGLESIA PARK COMMUNITY CENTER TOTAL:	**35,000.00**
PLANNING		
CALPERS HEALTH	JUN'26 MF - HEALTH PREMIUM	162.00
LG2WB ENGINEERS,INC	APR'26 EVACUATION ASSESSMENT-SAFETY ELEMENT	3,287.75
	PLANNING TOTAL:	**3,449.75**
BUILDING		
CHARLES ABBOTT ASSOC INC	APR'26 CAA CONTRACT SERVICES - BUILDING	46,039.29
	BUILDING TOTAL:	**46,039.29**
CODE ENFORCEMENT		
CHARLES ABBOTT ASSOC INC	APR'26 CAA CONTRACT SERVICES - CODE ENFORCEMENT	9,010.00
	CODE ENFORCEMENT TOTAL:	**9,010.00**
ENGINEERING (GENERAL)		
CHARLES ABBOTT ASSOC INC	MAR'26 CAA NPDES SERVICES	12,610.00
CHARLES ABBOTT ASSOC INC	MAR'26 CAA SOLID WASTE SERVICES	5,782.50
	ENGINEERING (GENERAL) TOTAL:	**18,392.50**
STREET MAINTENANCE		
PV MAINTENANCE INC	APR'26 PVM STREET MAINTENANCE MOE TAX	28,167.65
PV MAINTENANCE INC	APR'26 PVM PACIFIC PARK R&R SIDEWALK	14,200.00
PV MAINTENANCE INC	APR'26 PVM #107 AVR CATCH BASIN MAINTENANCE	11,169.00
CHARLES ABBOTT ASSOC INC	MAR'26 CAA STREET INVESTIGATIONS	6,405.00
	STREET MAINTENANCE TOTAL:	**59,941.65**
LAW ENFORCEMENT-OTHER		
SEAVCO INC	MAY'26 BMW REPAIR-MOTORCYCLE BATTERY	378.93
SEAVCO INC	MAY'26 BMW REPAIR-MOTORCYCLE SERVICE	1,827.53
US BANK PURCHASING CARD PROGRAM	JD 4/01 RALPHS-FOOD	11.99
US BANK PURCHASING CARD PROGRAM	JD 4/20 MADD-AWARDS TICKETS TO DUI BANQUET	116.58
US BANK PURCHASING CARD PROGRAM	JD 3/25 RALPHS-ICE AND WATER FOR PROTESTS	27.72
US BANK PURCHASING CARD PROGRAM	JD 3/28 ALISO COFFEE & DONUT-FOOD FOR PROTESTS	24.00
US BANK PURCHASING CARD PROGRAM	JD 3/25 ALISO COFFEE & DONUT-FOOD FOR PROTESTS	202.81
US BANK PURCHASING CARD PROGRAM	JD 4/15 TARGET-HEADPHONES FOR INVESTIGATIONS	215.49
US BANK PURCHASING CARD PROGRAM	JD 3/31 JM TROPHIES-AV SVC INVSTG ALICIA ALKAWADRI	33.71
US BANK PURCHASING CARD PROGRAM	JD 4/15 AMAZON-WIPEBOARD	96.96
ALL CITY MANAGEMENT SERVICES	4/12-4/25/26 460 HRS-CROSSING GUARD SERVICES	15,874.60
ALL CITY MANAGEMENT SERVICES	4/26-5/09/26 460 HRS-CROSSING GUARD SERVICES	15,874.60
	LAW ENFORCEMENT-OTHER TOTAL:	**34,684.92**
ANIMAL CONTROL		
CITY OF MISSION VIEJO	APR-JUN'26 MV ANIMAL CARE SERVICES	144,391.00
	ANIMAL CONTROL TOTAL:	**144,391.00**
EOC		
US BANK PURCHASING CARD PROGRAM	JD 3/30 AV SELF STORAGE-#75 PUBLIC SAFETY APR'26	490.00
	EOC TOTAL:	**490.00**
	GENERAL FUND TOTAL:	**430,676.27**

Vendor Name	Description (Item)	Amount
102 - GEN. FD-CITY HALL		
NON-DEPARTMENTAL		
THURSTON ELEVATOR CONCEPTS INC	MAY'26 CH ELEVATOR MAINTENANCE	140.00
ZAPP PEST MANAGEMENT	MAR'26 PEST CONTROL SERVICES CH	75.00
ZAPP PEST MANAGEMENT	APR'26 PEST CONTROL SERVICES CH	75.00
FOSTERS' GARDENS INC	APR'26 CH INTERIOR PLANT MAINTENANCE	115.00
PACIFIC PARK II ASSOCIATION	MAY'26 CH ASO ASSOCIATION DUES	641.00
SO CAL EDISON	APR'26 ACCT#7189 CH ELECTRICITY	4,323.00
NIEVES LANDSCAPE INC	MAR'26 LANDSCAPE MAINTENANCE CH	724.89
BLINK CHARGING INC	MAY'26-MAY'27 BLINK EV NETWORK FEE COAV 5104 0602	480.00
MOULTON NIGUEL WATER DIST	ACCT#65408/65407/65406 CH WATER SVC	838.64
	NON-DEPARTMENTAL TOTAL:	**7,412.53**
	GEN. FD-CITY HALL TOTAL:	**7,412.53**
103 - GF-AV RECREATION SERVICES		
RECREATION SERVICES		
CSG FORTE PAYMENTS, INC	APR'26 CREDIT CARD SERVICE FEES - POS	2,075.61
CSG FORTE PAYMENTS, INC	APR'26 CREDIT CARD SERVICE FEES - WEB	3,961.33
TUMBLE-N-KIDS, INC	SPRING2026-SPN023/SPN021 GYMNASTICS-7 PARTICIPANTS	419.40
ZAPP PEST MANAGEMENT	MAR'26 PEST CONTROL SERVICES AVR	95.00
ZAPP PEST MANAGEMENT	APR'26 PEST CONTROL SERVICES AVR	320.00
BREAKTHROUGH SPORTS LLC	SPRING2026-SPN200/SPN025 BASKETBALL-7 PARTICIPANTS	285.60
L & O ALISO VIEJO, LLC	SPRING2026-SPN126 SOUND BATH-4 PARTICIPANTS	117.00
JENNIFER BALES	SPRING2026-SPN012 STORYTIME-7 PARTICIPANTS	105.00
L & O ALISO VIEJO, LLC	SPRING2026-SPN124 PICKLEBALL-1 PARTICIPANT	48.75
FOSTERS' GARDENS INC	APR'26 AVR INTERIOR PLANT MAINTENANCE	110.00
SO CAL EDISON	APR'26 ACCT#6247 AVR ELECTRICITY	2,268.82
SO CAL EDISON	APR'26 ACCT #4551 FARM ELECTRICITY	366.33
NIEVES LANDSCAPE INC	MAR'26 LANDSCAPE MAINTENANCE AVR	2,419.14
AARON FLORA	APR '26 RENEWABLE FARMS	41,712.35
BLINK CHARGING INC	MAY'26-MAY'27 BLINK EV CHARGING NETWORK FEE - AVR	1,200.00
MOULTON NIGUEL WATER DIST	ACCT#105234/104936/104935/104986 RANCH WATER SVC	1,657.09
MOULTON NIGUEL WATER DIST	ACCT#104515/104519 FARM WATER SVC	462.52
	RECREATION SERVICES TOTAL:	**57,623.94**
	GF-AV RECREATION SERVICES TOTAL:	**57,623.94**
203 - GAS TAX		
TRAFFIC ENGINEERING		
ITERIS, INC	MAR'26 TRAFFIC SIGNAL OPS	8,372.00
RK ENGINEERING GROUP INC	MAR'26 ENGINEERING AND TRAFFIC SURVEY-SPEED LIMITS	1,900.00
RK ENGINEERING GROUP INC	APR'26 ENGINEERING AND TRAFFIC-SPEED LIMIT UPDATE	1,300.00
	TRAFFIC ENGINEERING TOTAL:	**11,572.00**
STREET MAINTENANCE		
PV MAINTENANCE INC	APR'26 PVM STREET MAINTENANCE GAS TAX	34,427.12
SO CAL EDISON	APR'26 ACCT#2125 GS1 MEDIAN ELECTRICITY	25.39
SO CAL EDISON	APR'26 ACCT#8254 TC1 ST LIGHTS ELECTRICITY	3,976.46
NIEVES LANDSCAPE INC	MAR'26 LANDSCAPE MAINTENANCE MEDIANS	1,695.68
SAN DIEGO GAS & ELECTRIC	MAR'26 ST LIGHTS & TRAFFIC CTRLRS	2,602.49
MOULTON NIGUEL WATER DIST	ACCT#64613/64615/65346 MEDIANS WATER SVC	614.98
	STREET MAINTENANCE TOTAL:	**43,342.12**
	GAS TAX TOTAL:	**54,914.12**
215 - PUBLIC SAFETY GRANTS		
LAW ENFORCEMENT-OTHER		
US BANK PURCHASING CARD PROGRAM	JD 3/31 STALKER RADAR-LIDAR FOR MOTOR	646.29
COUNTY OF ORANGE	APR'26 AUTOMATED FINGERPRINT IDENTIFICATION SYSTEM	1,500.00
	LAW ENFORCEMENT-OTHER TOTAL:	**2,146.29**
	PUBLIC SAFETY GRANTS TOTAL:	**2,146.29**

Vendor Name	Description (Item)	Amount
225 - INTEGRATED WASTE MGMT FD		
GEN-TECHNOLOGY GRANTS		
CHARLES ABBOTT ASSOC INC	MAR'26 CAA CONTRACT SERVICES-SB1383	760.00
	GEN-TECHNOLOGY GRANTS TOTAL:	**760.00**
	INTEGRATED WASTE MGMT FD TOTAL:	**760.00**
231 - OTHER GRANTS		
OTHER GRANTS		
REAL ESTATE CONSULTING & SERVICES, INC	38 COLONIAL WAY- DOOR REPAIR PAINT AND NEW HANDLE	1,515.00
	OTHER GRANTS TOTAL:	**1,515.00**
	OTHER GRANTS TOTAL:	**1,515.00**
241 - TECHNOLOGY FUND		
GEN-TECHNOLOGY GRANTS		
ERIC WINTER	APR'26-CC MTGS 4/1 & 4/15 SPORTSZONE 25-27 & ADMIN	1,266.08
	GEN-TECHNOLOGY GRANTS TOTAL:	**1,266.08**
	TECHNOLOGY FUND TOTAL:	**1,266.08**
261 - CITY FAC.-AQUATIC CENTER		
GEN-AQUATIC CENTER		
ZAPP PEST MANAGEMENT	MAR'26 PEST CONTROL SERVICES AQC	75.00
ZAPP PEST MANAGEMENT	APR'26 PEST CONTROL SERVICES AQC	75.00
NIEVES LANDSCAPE INC	MAR'26 LANDSCAPE MAINTENANCE AQC	975.59
PREMIER AQUATIC SERVICES	FEB'26 AQC 2/02 JACKRABBIT SERVICE PLATFORM	305.00
PREMIER AQUATIC SERVICES	FEB'26 AQC 2/16 AMAZON-FACILITY MAINTENENACE	20.10
PREMIER AQUATIC SERVICES	FEB'26 AQC 2/21 INDEED-ADVERTISING	46.48
PREMIER AQUATIC SERVICES	FEB'26 AQC 2/15 INDEED-ADVERTISING	51.03
PREMIER AQUATIC SERVICES	FEB'26 AQC 2/28 INDEED-ADVERTISING	52.95
PREMIER AQUATIC SERVICES	FEB'26 AQC 2/18 INDEED-ADVERTISING	71.46
PREMIER AQUATIC SERVICES	FEB'26 AQC 2/26 META-ADVERTISING	189.47
PREMIER AQUATIC SERVICES	FEB'26 AQC 2/28 GOOGLE-ADVERTISING	390.79
PREMIER AQUATIC SERVICES	FEB'26 AQC 2/12 INDEED-ADVERTISING	21.91
MOULTON NIGUEL WATER DIST	ACCT#64095/64096 AQC WATER SVC	1,100.02
	GEN-AQUATIC CENTER TOTAL:	**3,374.80**
	CITY FAC.-AQUATIC CENTER TOTAL:	**3,374.80**
331 - CAPITAL IMPROVEMENTS		
TRUELINE CONSTRUCTION & SURFACING	AQUATIC CENTER POOL DECK RETENTION RELEASE	12,946.38
		12,946.38
CAPITAL IMPROVEMENTS		
PV MAINTENANCE INC	APR'26 PVM AQC DECK-REMOVED DAMAGED UMBRELLAS	386.00
ULINE	IGLESIA PARK BBQ GRILLS	1,609.42
TRUELINE CONSTRUCTION & SURFACING	AQUATIC CENTER POOL DECK RETENTION RELEASE	(0.01)
	CAPITAL IMPROVEMENTS TOTAL:	**1,995.41**
	CAPITAL IMPROVEMENTS TOTAL:	**14,941.79**
	GRAND TOTAL:	**574,630.82**

Fund Summary

Fund	Expense Amount	Payment Amount
101 - GENERAL FUND	430,676.27	430,676.27
102 - GEN. FD-CITY HALL	7,412.53	7,412.53
103 - GF-AV RECREATION SERVICES	57,623.94	57,623.94
203 - GAS TAX	54,914.12	54,914.12
215 - PUBLIC SAFETY GRANTS	2,146.29	2,146.29
225 - INTEGRATED WASTE MGMT FD	760.00	760.00
231 - OTHER GRANTS	1,515.00	1,515.00
241 - TECHNOLOGY FUND	1,266.08	1,266.08
261 - CITY FAC.-AQUATIC CENTER	3,374.80	3,374.80

Fund Summary

Fund		Expense Amount	Payment Amount
331 - CAPITAL IMPROVEMENTS		14,941.79	14,941.79
	Grand Total:	**574,630.82**	**574,630.82**

Report Summary

Fund Summary

Fund	Payment Amount
101 - GENERAL FUND	430,676.27
102 - GEN. FD-CITY HALL	7,412.53
103 - GF-AV RECREATION SERVICES	57,623.94
203 - GAS TAX	54,914.12
215 - PUBLIC SAFETY GRANTS	2,146.29
225 - INTEGRATED WASTE MGMT FD	760.00
231 - OTHER GRANTS	1,515.00
241 - TECHNOLOGY FUND	1,266.08
261 - CITY FAC.-AQUATIC CENTER	3,374.80
331 - CAPITAL IMPROVEMENTS	14,941.79
Grand Total:	**574,630.82**

Account Summary

Account Number	Account Name	Payment Amount
101-1203-000	ACCOUNTS RECEIVABLE	1,900.57
101-2505-000	DENTAL INSURANCE PA…	2,131.29
101-2506-000	MEDICAL INSURANCE P…	40,150.65
101-2507-000	LIFE INSURANCE PAYABLE	1,695.61
101-2508-000	VISION INSURANCE PAY…	307.34
101-2602-000	PLANNING DEPOSIT	580.00
101-2603-000	ENGINEERING DEPOSIT	1,922.50
101-2606-000	C & D DEPOSIT	1,000.00
101-4-1501-4206-000	MEDICAL INSURANCE	162.00
101-4-1503-4309-000	OTHER CONTRACTUAL S…	1,558.00
101-4-2501-4301-000	PROFESSIONAL SERVICES	6,310.00
101-4-2501-4305-000	TECHNOLOGY SERVICES	3,900.00
101-4-2501-4309-000	OTHER CONTRACTUAL S…	365.78
101-4-3101-4301-000	PROFESSIONAL SERVICES	416.67
101-4-3501-4421-000	EQUIPMENT RENTAL	592.19
101-4-3501-4431-000	BUILDING & GROUND M…	3,053.79
101-4-3501-4471-000	RENT	426.03
101-4-3501-4512-000	POSTAGE	36.00
101-4-3501-4601-000	SUPPLIES	199.21
101-4-3501-4612-000	OPERATING SUPPLIES	246.51
101-4-4101-4206-000	MEDICAL INSURANCE	324.00
101-4-4101-4520-000	MTGS/CONF./TRNG & D…	62.35
101-4-4102-4411-000	UTILITIES	127.19
101-4-4102-4431-000	BUILDING & GROUND M…	10,458.93
101-4-4103-4411-000	UTILITIES	1,200.55
101-4-4103-4431-000	BUILDING & GROUND M…	150.00
101-4-4104-4529-000	REC-YOUTH PROGRAMS	35,000.00
101-4-4401-4206-000	MEDICAL INSURANCE	162.00
101-4-4401-4731-000	GENERAL PLAN	3,287.75
101-4-4402-4751-000	C.S-BUILDING	46,039.29
101-4-4403-4761-000	C.S-CODE ENFORCEMENT	9,010.00
101-4-4501-4701-000	NPDES	12,610.00
101-4-4501-4702-000	AB939-SOLID WASTE	5,782.50
101-4-4503-4771-000	C.S-STREET MAINTENAN…	59,941.65
101-4-5102-4517-000	VEHICLE MAINTENANCE	2,206.46
101-4-5102-4520-000	MTGS/CONF./TRNG & D…	128.57
101-4-5102-4535-000	SPECIAL EVENTS	254.53
101-4-5102-4612-000	OPERATING SUPPLIES	346.16
101-4-5102-4721-000	C.S-CROSSING GUARDS	31,749.20
101-4-5301-4722-000	C.S-ANIMAL CARE SERVI…	144,391.00
101-4-5401-4471-000	RENT	490.00
102-4-3501-4411-000	UTILITIES	5,161.64
102-4-3501-4431-000	BUILDING & GROUND M…	2,250.89

Account Summary

Account Number	Account Name	Payment Amount
103-4-4105-4309-000	OTHER CONTRACTUAL S…	975.75
103-4-4105-4411-000	UTILITIES	3,925.91
103-4-4105-4431-000	BUILDING & GROUND M…	4,144.14
103-4-4105-4451-000	FARM OPERATING EXPE…	42,541.20
103-4-4105-4561-000	TAXES/FEES/PERMITS	6,036.94
203-4-4502-4301-000	PROFESSIONAL SERVICES	11,572.00
203-4-4503-4411-000	UTILITIES	7,219.32
203-4-4503-4771-000	C.S-STREET MAINTENAN…	36,122.80
215-4-5102-4803-000	PUBLIC SAFETY EQUIPM…	2,146.29
225-4-6141-4309-000	OTHER CONTRACTUAL S…	760.00
231-4-6131-4309-000	OTHER CONTRACTUAL S…	1,515.00
241-4-6141-4309-000	OTHER CONTRACTUAL S…	1,266.08
261-4-6161-7402-000	COMPUTER EXPENSE	305.00
261-4-6161-7411-000	UTILITIES	1,100.02
261-4-6161-7421-000	BUILDING & GROUND M…	1,125.59
261-4-6161-7425-000	POOL MAINTENANCE	20.10
261-4-6161-7441-000	MARKETING	824.09
331-2103-000	RETENTIONS PAYABLE	12,946.38
331-4-8701-5910-000	IMPROVEMENTS	1,995.41
	Grand Total:	**574,630.82**

Project Account Summary

Project Account Key	Payment Amount
None	566,737.16
0125910	1,609.42
1002SPRING	975.75
10044309	1,515.00
1185910	385.99
9024612	50.00
9034612	95.00
ENG 2256	190.00
ENG 5004	840.00
ENG 5005	52.50
ENG 5049	105.00
ENG 5076	52.50
ENG 5082	682.50
SB13834309	760.00
SDP-2026-01000	580.00
Grand Total:	**574,630.82**

City of Aliso Viejo
AGENDA ITEM

DATE: June 3, 2026

TO: Mayor and City Council

FROM: Ann Eifert, Director of Financial Services/City Treasurer

SUBJECT: TREASURER'S STATEMENT – APRIL 2026

Recommended Action:

Receive and file the April 2026 Treasurer's Statement.

Fiscal Impact:

No Fiscal Impact.

Background:

Per City policy, the Finance Department presents the monthly Treasurer's Statement for the City Council's review. This statement shows the cash balance for all City funds, a breakdown of bank account balances, investment account balances and the effective yield earned from investments.

Discussion:

The City's portfolio consists of investments in Certificates of Deposits, US Treasuries, US Federal Agencies, Corporate Bonds, and Local Agency Investment Fund (LAIF). All funds invested with LAIF are available for withdrawal within 24 hours.

The Treasurer's Statement provides information regarding the City's investment portfolio and activity during the reporting month. The City's investment portfolio is in compliance with all government codes as well as the City's investment policy. Interest is credited to the City's bank account monthly and allocated among the City's funds. The current portfolio provides sufficient cash flow liquidity to meet the upcoming operating expenses and spending requirements for the next 6 months.

Attachment:

Attachment 1 – April 2026 Treasurer's Statement

CITY OF ALISO VIEJO
TREASURER'S MONTHLY CASH STATEMENT

April 30, 2026

	BEGINNING BALANCE	RECEIPTS	DISBURSEMENTS	ENDING BALANCE
CASH BALANCE (ALL FUNDS)	$ 12,531,870.54	$ 8,301,097.90	$ 7,005,540.31	$ 13,827,428.13
CITY TRUST FUNDS:				
AV RANCH FOUNDATION	$ 100.00			100.00
CFD 2005-01	$ (4,164.00)	696,641.01	701,100.23	(8,623.22)
COMMUNITY TRUST	$ 5,904.20			5,904.20
CASH BALANCE TOTALS	**$ 12,533,710.74**	**$ 8,997,738.91**	**$ 7,706,640.54**	**$ 13,824,809.11**

SUMMARY OF CASH:

DEMAND DEPOSITS:	GENERAL ACCOUNT	$ 959,025.93	
INVESTMENTS:	LOCAL AGENCY INVESTMENT FD	$ 12,775,642.13	
	MONEY MARKET/SWEEP ACCOUNT	$ 90,141.05	
	TOTAL CASH		**$ 13,824,809.11**

Years to Maturity for April 2026	1.87
Weighted Average Yield for April 2026	3.860%

All investments are placed in accordance with the City of Aliso Viejo's Investment Policy.

The above summary provides sufficient cash flow liquidity to meet the next six month's estimated expenditures.

Other monies held include Cash with Fiscal Agent, Investments, Payroll and AV Center.			**$ 47,396,655.22**
Cash With Fiscal Agent	COPS/CFD 2005-01	2,872,005.73	
Cash With Investment Advisor	City Investments	42,784,207.67	
AV Center		1,516,690.54	
PR Account		221,828.02	
Petty Cash		1,923.26	
	GRAND TOTAL OF CITY FUNDS		**$ 61,221,464.33**

MEEDER PUBLIC FUNDS

Portfolio Summary

3.86
Weighted Average Yield to Maturity

1.87
Weighted Average Maturity (Years)

1.73
Portfolio Effective Duration (Years)

1.87
Weighted Average Life (Years)

AA-
Average Credit Rating

Maturity Distribution

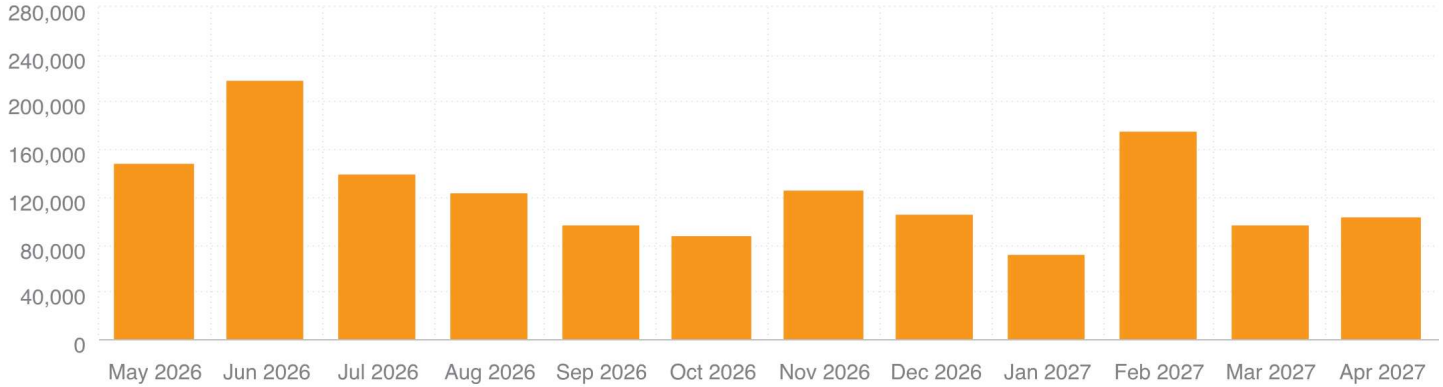
Sector Allocation

U.S. Treasuries	36.58%
LGIP	22.76%
Corporate Bonds	20.95%
U.S. Agencies	10.51%
Commercial Paper	5.99%
Negotiable CD's	3.03%
Money Market Funds	0.16%

Custodial Reconciliation

	CURRENT MONTH
Beginning	**42,448,825.28**
Contributions/Withdrawals	0.00
Management Fees	0.00
Custodian Fees	(270.57)
Realized Gains Losses	312,187.75
Purchased Interest	(19,788.67)
Interest Received	133,394.93
ENDING	**42,874,348.72**

Projected Monthly Income Schedule



MEEDER PUBLIC FUNDS

Position Statement

CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
CITY OF ALISO VIEJO												
LGIP												
CALAIF	California LAIF	04/30/2026 04/30/2026	12,775,642.13	12,775,642.13 0.00	12,775,642.13	3.81		1	1.00 12,775,642.13	0.00 12,775,642.13	22.76	NA
LGIP TOTAL			**12,775,642.13**	**12,775,642.13 0.00**	**12,775,642.13**	**3.81**		**1**	**1.00 12,775,642.13**	**0.00 12,775,642.13**	**22.76**	**NA**
MONEY MARKET FUNDS												
31846V567	FIRST AMER:GVT OBLG;Z	04/30/2026 04/30/2026	90,141.05	90,141.05 0.00	90,141.05	3.54		1	1.00 90,141.05	0.00 90,141.05	0.16	Aaa AAA
MONEY MARKET FUNDS TOTAL			**90,141.05**	**90,141.05 0.00**	**90,141.05**	**3.54**		**1**	**1.00 90,141.05**	**0.00 90,141.05**	**0.16**	**AAA**
COMMERCIAL PAPER												
62479MGX5	MUFG BANK NY 07/31/26	04/13/2026 04/13/2026	1,105,000.00	1,092,386.73 0.00	1,092,386.73	3.81	07/31/2026	92	99.05 1,094,469.66	2,082.93 1,092,386.73	1.95	P-1 A-1
62479MJJ3	MUFG BANK NY 09/18/26	04/13/2026 04/13/2026	1,005,000.00	988,018.29 0.00	988,018.29	3.92	09/18/2026	141	98.50 989,952.92	1,934.63 988,018.29	1.76	P-1 A-1
22533UK69	CREDIT AGRI NY 10/06/26	01/09/2026 01/09/2026	1,300,000.00	1,264,022.50 0.00	1,264,022.50	3.80	10/06/2026	159	98.38 1,278,946.50	14,924.00 1,264,022.50	2.28	P-1 A-1
COMMERCIAL PAPER TOTAL			**3,410,000.00**	**3,344,427.52 0.00**	**3,344,427.52**	**3.84**		**132**	**98.63 3,363,369.07**	**18,941.55 3,344,427.52**	**5.99**	**A-1**
U.S. TREASURIES												
91282CCF6	US TREASURY 0.750 05/31/26	06/13/2022 06/13/2022	1,000,000.00	915,976.56 0.00	915,976.56	3.01	05/31/2026	31	99.74 997,382.81	81,406.25 915,976.56	1.78	Aa1 AA+
91282CCJ8	US TREASURY 0.875 06/30/26	06/29/2022 06/29/2022	1,000,000.00	913,125.00 0.00	913,125.00	3.20	06/30/2026	61	99.52 995,234.38	82,109.38 913,125.00	1.77	Aa1 AA+
91282CJP7	US TREASURY 4.375 12/15/26	05/06/2025 05/08/2025	1,000,000.00	1,007,695.31 0.00	1,007,695.31	3.87	12/15/2026	229	100.41 1,004,101.56	(3,593.75) 1,007,695.31	1.79	Aa1 AA+
91282CJT9	US TREASURY 4.000 01/15/27	01/22/2024 01/22/2024	1,000,000.00	996,718.75 0.00	996,718.75	4.12	01/15/2027	260	100.19 1,001,914.06	5,195.31 996,718.75	1.79	Aa1 AA+
912828X88	US TREASURY 2.375 05/15/27	06/29/2022 06/29/2022	1,000,000.00	962,851.56 0.00	962,851.56	3.20	05/15/2027	380	98.56 985,585.94	22,734.38 962,851.56	1.76	Aa1 AA+
9128282R0	US TREASURY 2.250 08/15/27	01/13/2023 01/13/2023	1,050,000.00	990,322.27 0.00	990,322.27	3.60	08/15/2027	472	97.98 1,028,753.91	38,431.64 990,322.27	1.83	Aa1 AA+
9128284N7	US TREASURY 2.875 05/15/28	09/18/2024 09/19/2024	1,000,000.00	979,882.81 0.00	979,882.81	3.47	05/15/2028	746	98.01 980,078.13	195.32 979,882.81	1.75	Aa1 AA+
91282CCR0	US TREASURY 1.000 07/31/28	09/18/2024 09/19/2024	1,000,000.00	910,507.81 0.00	910,507.81	3.50	07/31/2028	823	93.81 938,125.00	27,617.19 910,507.81	1.67	Aa1 AA+
91282CCV1	US TREASURY 1.125 08/31/28	12/21/2023 12/21/2023	1,000,000.00	878,750.00 0.00	878,750.00	3.98	08/31/2028	854	93.85 938,515.63	59,765.63 878,750.00	1.67	Aa1 AA+
91282CDF5	US TREASURY 1.375 10/31/28	12/21/2023 12/21/2023	1,500,000.00	1,328,906.25 0.00	1,328,906.25	3.98	10/31/2028	915	94.02 1,410,351.57	81,445.32 1,328,906.25	2.51	Aa1 AA+

MEEDER PUBLIC FUNDS

Position Statement

CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
91282CJR3	US TREASURY 3.750 12/31/28	01/22/2024 01/22/2024	1,000,000.00	987,695.31 0.00	987,695.31	4.03	12/31/2028	976	99.59 995,937.50	8,242.19 987,695.31	1.77	Aa1 AA+
9128286T2	US TREASURY 2.375 05/15/29	11/17/2025 11/18/2025	700,000.00	671,179.69 137.78	671,317.47	3.64	05/15/2029	1,111	95.62 669,320.32	(1,859.37) 671,179.69	1.19	Aa1 AA+
91282CLC3	US TREASURY 4.000 07/31/29	07/14/2025 07/15/2025	1,000,000.00	1,002,304.69 0.00	1,002,304.69	3.94	07/31/2029	1,188	100.20 1,001,953.13	(351.56) 1,002,304.69	1.79	Aa1 AA+
91282CLR0	US TREASURY 4.125 10/31/29	11/25/2024 11/26/2024	1,000,000.00	996,445.31 0.00	996,445.31	4.21	10/31/2029	1,280	100.56 1,005,625.00	9,179.69 996,445.31	1.79	Aa1 AA+
91282CGB1	US TREASURY 3.875 12/31/29	02/07/2025 02/10/2025	1,000,000.00	978,828.13 0.00	978,828.13	4.36	12/31/2029	1,341	99.70 997,031.25	18,203.12 978,828.13	1.78	Aa1 AA+
91282CMG3	US TREASURY 4.250 01/31/30	05/06/2025 05/08/2025	1,000,000.00	1,015,507.81 0.00	1,015,507.81	3.89	01/31/2030	1,372	100.97 1,009,687.50	(5,820.31) 1,015,507.81	1.80	Aa1 AA+
91282CGS4	US TREASURY 3.625 03/31/30	11/18/2025 11/19/2025	700,000.00	698,851.56 0.00	698,851.56	3.67	03/31/2030	1,431	98.74 691,195.32	(7,656.24) 698,851.56	1.23	Aa1 AA+
91282CMZ1	US TREASURY 3.875 04/30/30	05/06/2025 05/08/2025	1,000,000.00	998,867.19 0.00	998,867.19	3.90	04/30/2030	1,461	99.63 996,250.00	(2,617.19) 998,867.19	1.78	Aa1 AA+
91282CNK3	US TREASURY 3.875 06/30/30	10/20/2025 10/21/2025	600,000.00	607,898.44 0.00	607,898.44	3.57	06/30/2030	1,522	99.57 597,421.88	(10,476.56) 607,898.44	1.06	Aa1 AA+
91282CPN5	US TREASURY 3.500 11/30/30	02/13/2026 02/17/2026	500,000.00	497,382.81 3,798.08	501,180.89	3.62	11/30/2030	1,675	97.89 489,453.13	(7,929.69) 497,382.81	0.87	Aa1 AA+
91282CJQ5	US TREASURY 3.750 12/31/30	02/02/2026 02/03/2026	600,000.00	597,843.75 2,113.26	599,957.01	3.83	12/31/2030	1,706	98.85 593,109.38	(4,734.37) 597,843.75	1.06	Aa1 AA+
91282CPW5	US TREASURY 3.750 01/31/31	02/02/2026 02/03/2026	600,000.00	597,867.19 186.46	598,053.65	3.83	01/31/2031	1,737	98.86 593,156.25	(4,710.94) 597,867.19	1.06	Aa1 AA+
91282CQD6	US TREASURY 3.500 02/28/31	04/16/2026 04/17/2026	625,000.00	613,793.95 2,853.26	616,647.21	3.91	02/28/2031	1,765	97.77 611,083.99	(2,709.96) 613,793.95	1.09	Aa1 AA+
U.S. TREASURIES TOTAL			**20,875,000.00**	**20,149,202.15 9,088.84**	**20,158,290.99**	**3.76**		**937**	**98.41 20,531,267.62**	**382,065.47 20,149,202.15**	**36.58**	**AA+**
U.S. AGENCIES												
880591EU2	TVA 2.875 02/01/27	05/06/2025 05/08/2025	1,000,000.00	983,560.00 0.00	983,560.00	3.86	02/01/2027	277	99.30 993,010.00	9,450.00 983,560.00	1.77	Aa1 AA+
3130ASD63	FHLBANKS 3.250 06/28/27	06/28/2022 06/28/2022	1,000,000.00	1,000,000.00 0.00	1,000,000.00	3.25	06/28/2027	424	99.12 991,150.00	(8,850.00) 1,000,000.00	1.77	Aa1 AA+
3133EPAU9	FED FARM CR BNKS 3.875 07/14/27	02/16/2023 02/16/2023	1,000,000.00	990,390.00 0.00	990,390.00	4.12	07/14/2027	440	99.97 999,660.00	9,270.00 990,390.00	1.78	Aa1 AA+
3130AMX98	FHLBANKS 2.000 06/30/28	07/10/2025 07/11/2025	1,000,000.00	947,446.00 0.00	947,446.00	3.89	06/30/2028	792	95.44 954,420.00	6,974.00 947,446.00	1.70	Aa1 AA+
3133EMSX1	FED FARM CR BNKS 1.550 03/15/29 '25	02/06/2025 02/07/2025	500,000.00	447,120.00 0.00	447,120.00	4.39	03/15/2029	1,050	93.25 466,240.00	19,120.00 447,120.00	0.83	Aa1 AA+
3130B2GZ2	FHLBANKS 4.200 08/13/29 '26	08/21/2024 08/23/2024	250,000.00	250,000.00 0.00	250,000.00	4.20	08/13/2029	1,201	99.45 248,625.00	(1,375.00) 250,000.00	0.44	Aa1 AA+
3133EL6D1	FED FARM CR BNKS 1.230 09/10/29 '25	02/06/2025 02/07/2025	500,000.00	434,525.00 0.00	434,525.00	4.41	09/10/2029	1,229	90.81 454,070.00	19,545.00 434,525.00	0.81	Aa1 AA+
880591FE7	TVA 3.875 08/01/30	09/18/2025 09/19/2025	800,000.00	804,848.00 0.00	804,848.00	3.74	08/01/2030	1,554	99.25 793,984.00	(10,864.00) 804,848.00	1.41	Aa1 AA+

MEEDER PUBLIC FUNDS

Position Statement

CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
U.S. AGENCIES TOTAL			**6,050,000.00**	**5,857,889.00 0.00**	**5,857,889.00**	**3.89**		**758**	**97.63 5,901,159.00**	**43,270.00 5,857,889.00**	**10.51**	**AA+**
NEGOTIABLE CD'S												
02007GXG3	ALLY BANK 3.450 08/04/26	08/04/2022 08/04/2022	245,000.00	245,000.00 0.00	245,000.00	3.45	08/04/2026	96	99.90 244,752.55	(247.45) 245,000.00	0.44	NA NA
90348JR93	UBS USA 0.950 08/11/26	08/11/2021 08/11/2021	245,000.00	245,000.00 0.00	245,000.00	0.95	08/11/2026	103	99.20 243,047.35	(1,952.65) 245,000.00	0.43	NA NA
38149MYB3	GOLDMAN BANK USA 1.000 08/11/26	08/11/2021 08/11/2021	245,000.00	245,000.00 0.00	245,000.00	1.00	08/11/2026	103	99.22 243,081.65	(1,918.35) 245,000.00	0.43	NA NA
254673N44	CAPITL ONE NA 3.500 07/29/27	08/03/2022 08/03/2022	245,000.00	245,000.00 0.00	245,000.00	3.50	07/29/2027	455	98.44 241,178.28	(3,821.72) 245,000.00	0.43	NA NA
87164XN93	SYNCHRONY BANK 3.500 08/05/27	08/05/2022 08/05/2022	245,000.00	245,000.00 0.00	245,000.00	3.50	08/05/2027	462	98.42 241,126.21	(3,873.79) 245,000.00	0.43	NA NA
02589ADQ2	AM EX BK 3.450 08/10/27	08/12/2022 08/12/2022	245,000.00	243,775.00 0.00	243,775.00	3.56	08/10/2027	467	99.48 243,726.00	(49.00) 243,775.00	0.43	NA NA
58404DVV0	MEDALLION BANK 3.800 08/30/29	08/21/2024 08/30/2024	245,000.00	245,000.00 0.00	245,000.00	3.80	08/30/2029	1,218	100.00 245,000.00	0.00 245,000.00	0.44	NA NA
NEGOTIABLE CD'S TOTAL			**1,715,000.00**	**1,713,775.00 0.00**	**1,713,775.00**	**2.82**		**415**	**99.24 1,701,912.04**	**(11,862.96) 1,713,775.00**	**3.03**	**NA**
CORPORATE BONDS												
14913UAR1	CTRPLLR FIN SERV 4.400 10/15/27 MTN	11/25/2024 11/26/2024	500,000.00	498,865.00 0.00	498,865.00	4.48	10/15/2027	533	100.43 502,140.00	3,275.00 498,865.00	0.89	A1 A
69353RFG8	PNC BANK 3.100 10/25/27 '27 MTN	04/09/2026 04/10/2026	1,000,000.00	985,110.00 0.00	985,110.00	4.11	10/25/2027	543	98.48 984,800.00	(310.00) 985,110.00	1.75	A2 A
24422EWR6	JOHN DEERE CAP 4.750 01/20/28 MTN	11/25/2024 11/26/2024	500,000.00	504,235.00 0.00	504,235.00	4.46	01/20/2028	630	101.15 505,740.00	1,505.00 504,235.00	0.90	A1 A
023135DB9	AMAZON.COM 3.850 03/13/28	04/16/2026 04/17/2026	750,000.00	748,035.00 2,727.08	750,762.08	3.99	03/13/2028	683	99.60 747,000.00	(1,035.00) 748,035.00	1.33	A1 AA
931142FB4	WALMART 3.900 04/15/28 '28	11/25/2024 11/26/2024	325,000.00	320,619.00 0.00	320,619.00	4.33	04/15/2028	716	99.89 324,629.50	4,010.50 320,619.00	0.58	Aa2 AA
931142ES8	WALMART 1.500 09/22/28 '28	07/10/2025 07/11/2025	1,000,000.00	925,020.00 0.00	925,020.00	4.02	09/22/2028	876	94.41 944,100.00	19,080.00 925,020.00	1.68	Aa2 AA
14913UBD1	CTRPLLR FIN SERV 3.950 11/14/28 MTN	11/17/2025 11/18/2025	700,000.00	699,804.00 307.22	700,111.22	3.96	11/14/2028	929	99.51 696,570.00	(3,234.00) 699,804.00	1.24	A1 A
58933YBD6	MERCK & CO 1.900 12/10/28 '28	11/25/2024 11/26/2024	500,000.00	452,905.00 0.00	452,905.00	4.47	12/10/2028	955	94.56 472,795.00	19,890.00 452,905.00	0.84	Aa3 A+
17275RBR2	CISCO SYSTEMS 4.850 02/26/29 '29	11/01/2024 11/04/2024	500,000.00	506,060.00 0.00	506,060.00	4.53	02/26/2029	1,033	101.62 508,110.00	2,050.00 506,060.00	0.91	A1 AA-
023135CG9	AMAZON.COM 3.450 04/13/29 '29	11/01/2024 11/04/2024	500,000.00	481,580.00 0.00	481,580.00	4.37	04/13/2029	1,079	98.02 490,080.00	8,500.00 481,580.00	0.87	A1 AA
30303M8S4	META PLATFORMS 4.300 08/15/29 '29	11/01/2024 11/04/2024	500,000.00	496,070.00 0.00	496,070.00	4.48	08/15/2029	1,203	100.13 500,660.00	4,590.00 496,070.00	0.89	Aa3 AA-
857449AE2	STATE STR BK TR 4.782 11/23/29	11/25/2024 11/26/2024	500,000.00	502,115.00 0.00	502,115.00	4.69	11/23/2029	1,303	101.44 507,200.00	5,085.00 502,115.00	0.90	Aa2 AA-

MEEDER PUBLIC FUNDS

Position Statement

CUSIP	DESCRIPTION	TRADE DATE SETTLE DATE	PAR VALUE	PRINCIPAL COST PURCHASED INTEREST	TOTAL COST	YIELD TO MATURITY	MATURITY DATE	DAYS TO MATURITY	MARKET PRICE MARKET VALUE	UNREALIZED GAIN/LOSS BOOK VALUE	% OF MV	MOODY'S S&P RATING
713448GB8	PEPSICO 4.600 02/07/30 '30	02/05/2025 02/07/2025	500,000.00	499,160.00 0.00	499,160.00	4.64	02/07/2030	1,379	101.36 506,795.00	7,635.00 499,160.00	0.90	A1 A+
717081EY5	PFIZER 1.700 05/28/30 '30	08/21/2025 08/22/2025	625,000.00	556,418.75 0.00	556,418.75	4.27	05/28/2030	1,489	90.02 562,637.50	6,218.75 556,418.75	1.00	A2 A
713448GH5	PEPSICO 4.300 07/23/30 '30	08/21/2025 08/22/2025	625,000.00	626,756.25 0.00	626,756.25	4.24	07/23/2030	1,545	100.39 627,443.75	687.50 626,756.25	1.12	A1 A+
58933YBQ7	MERCK & CO 4.150 09/15/30 '30	09/22/2025 09/23/2025	800,000.00	803,696.00 0.00	803,696.00	4.05	09/15/2030	1,599	99.35 794,792.00	(8,904.00) 803,696.00	1.42	Aa3 A+
166756BJ4	CHEVRON USA 4.300 10/15/30 '30	10/20/2025 10/21/2025	500,000.00	506,945.00 0.00	506,945.00	3.98	10/15/2030	1,629	100.14 500,715.00	(6,230.00) 506,945.00	0.89	Aa2 AA-
02079KBK2	ALPHABET 4.100 02/15/31 '31	02/20/2026 02/23/2026	600,000.00	601,350.00 683.33	602,033.33	4.05	02/15/2031	1,752	98.78 592,704.00	(8,646.00) 601,350.00	1.06	Aa2 AA+
24422EYL7	JOHN DEERE CAP 4.200 03/10/31 MTN	03/09/2026 03/10/2026	1,000,000.00	1,004,170.00 0.00	1,004,170.00	4.11	03/10/2031	1,775	98.96 989,580.00	(14,590.00) 1,004,170.00	1.76	A1 A
CORPORATE BONDS TOTAL			**11,925,000.00**	**11,718,914.00 3,717.63**	**11,722,631.63**	**4.23**		**1,148**	**98.69 11,758,491.75**	**39,577.75 11,718,914.00**	**20.95**	**A+**
CITY OF ALISO VIEJO TOTAL			**56,840,783.18**	**55,649,990.85 12,806.47**	**55,662,797.32**	**3.86**		**684**	**56,121,982.66**	**471,991.81 55,649,990.85**	**100.00**	**AA-**
GRAND TOTAL			**56,840,783.18**	**55,649,990.85 12,806.47**	**55,662,797.32**	**3.86**		**684**	**56,121,982.66**	**471,991.81 55,649,990.85**	**100.00**	**AA-**

MEEDER PUBLIC FUNDS

Transaction Statement

CITY OF ALISO VIEJO

	TRADE DATE	SETTLE DATE	CUSIP	DESCRIPTION	PAR VALUE	PRINCIPAL COST	PURCHASED INTEREST	TOTAL	PURCHASE YIELD
BUY									
	04/09/2026	04/10/2026	69353RFG8	PNC BANK 3.100 10/25/27 '27 MTN	1,000,000.00	985,110.00	14,208.33	(999,318.33)	4.11
	04/13/2026	04/13/2026	62479MGX5	MUFG BANK NY 07/31/26	1,105,000.00	1,092,386.73	0.00	(1,092,386.73)	3.81
	04/13/2026	04/13/2026	62479MJJ3	MUFG BANK NY 09/18/26	1,005,000.00	988,018.29	0.00	(988,018.29)	3.92
	04/16/2026	04/17/2026	91282CQD6	US TREASURY 3.500 02/28/31	625,000.00	613,793.95	2,853.26	(616,647.21)	3.91
	04/16/2026	04/17/2026	023135DB9	AMAZON.COM 3.850 03/13/28	750,000.00	748,035.00	2,727.08	(750,762.08)	3.99
BUY TOTAL					**4,485,000.00**	**4,427,343.97**	**19,788.67**	**(4,447,132.64)**	**3.94**

	TRADE DATE	SETTLE DATE	CUSIP	DESCRIPTION	PAR VALUE	BOOK VALUE	TOTAL	NET REALIZED GAIN/LOSS
MATURITY								
	04/15/2026	04/15/2026	91282CGV7	UNITED STATES TREASURY 3.75 04/15/2026	(1,200,000.00)	1,187,437.50	1,200,000.00	12,562.50
MATURITY TOTAL					**(1,200,000.00)**	**1,187,437.50**	**1,200,000.00**	**12,562.50**

	TRADE DATE	SETTLE DATE	CUSIP	DESCRIPTION	PAR VALUE	BOOK VALUE	TOTAL	NET REALIZED GAIN/LOSS
SELL								
	04/09/2026	04/10/2026	3136G4X99	FANNIE MAE 0.740 08/25/27 '26	(1,000,000.00)	876,610.00	958,480.00	81,870.00
	04/13/2026	04/13/2026	91282CCP4	US TREASURY 0.625 07/31/26	(1,100,000.00)	987,292.97	1,090,074.22	102,781.25
	04/13/2026	04/13/2026	3130AK5J1	FHLBANKS 0.700 09/18/26 '26	(1,000,000.00)	872,060.00	987,034.00	114,974.00
SELL TOTAL					**(3,100,000.00)**	**2,735,962.97**	**3,035,588.22**	**299,625.25**

Local Agency Investment Fund
P.O. Box 942809
Sacramento, CA 94209-0001
(916) 653-3001

CITY OF ALISO VIEJO

DIRECTOR OF FINANCIAL SVCS/ CITY TREAS
12 JOURNEY, #100
ALISO VIEJO, CA 92656

Tran Type Definitions

Account Number: 98-30-007

April 2026 Statement

Effective Date	Transaction Date	Tran Type	Confirm Number	Web Confirm Number	Authorized Caller	Amount
4/7/2026	4/7/2026	RW	1796304	1756978	ANN EIFERT	-1,800,000.00
4/9/2026	4/9/2026	RD	1796431	1757108	ANN EIFERT	600,000.00
4/15/2026	4/14/2026	QRD	1798552	N/A	SYSTEM	111,189.31
4/16/2026	4/16/2026	RD	1798960	1759642	ANN EIFERT	800,000.00
4/28/2026	4/28/2026	RD	1799441	1760131	ANN EIFERT	1,500,000.00

Account Summary

Total Deposit:	3,011,189.31	Beginning Balance:	11,564,452.82
Total Withdrawal:	-1,800,000.00	Ending Balance:	12,775,642.13

PMIA/LAIF Performance Report
as of 05/06/26

Quarterly Performance
Quarter Ended 03/31/26

LAIF Apportionment Rate[2]:	3.98
LAIF Earnings Ratio[2]:	0.00010906180047888
LAIF Administrative Cost[1]*:	0.24
LAIF Fair Value Factor[1]:	0.999980831
PMIA Daily[1]:	3.82
PMIA Quarter to Date[1]:	3.92
PMIA Average Life[1]:	261

PMIA Average Monthly Effective Yields[1]

April	**3.811**
March	3.826
February	3.871
January	3.931
December	4.025
November	4.096

Pooled Money Investment Account
Monthly Portfolio Composition [1]
03/31/26
$165.3 billion

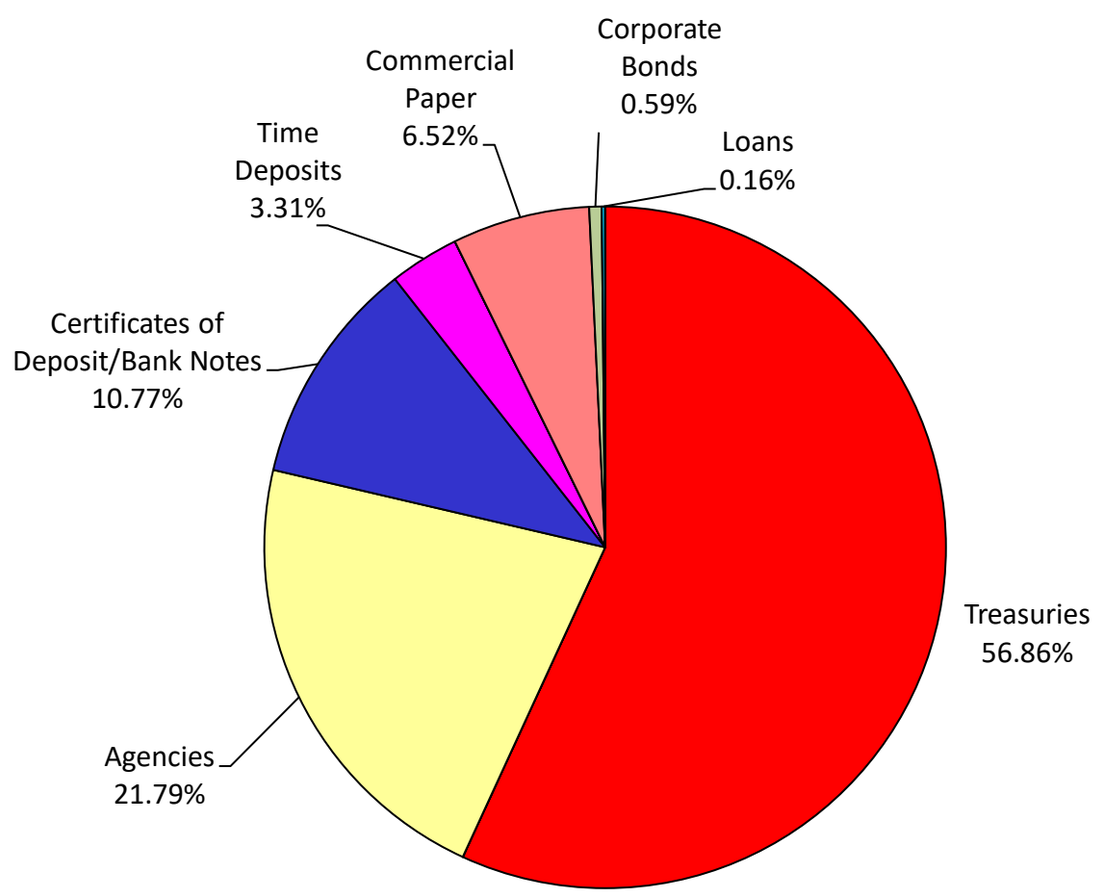


Chart does not include $829,000.00 in mortgages, which equates to 0.001%. Percentages may not total 100% due to rounding.

Daily rates are now available here. **View PMIA Daily Rates**

Notes: The apportionment rate includes interest earned on the CalPERS Supplemental Pension Payment pursuant to Government Code 20825 (c)(1) .

**The percentage of administrative cost equals the total administrative cost divided by the quarterly interest earnings. The law provides that administrative costs are not to exceed 5% of quarterly EARNINGS of the fund. However, if the 13-week Daily Treasury Bill Rate on the last day of the fiscal year is below 1%, then administrative costs shall not exceed 8% of quarterly EARNINGS of the fund for the subsequent fiscal year.*

Source:
[1] State of California, Office of the Treasurer
[2] State of California, Office of the Controller

City of Aliso Viejo
AGENDA ITEM

DATE: June 3, 2026

TO: Mayor and City Council

FROM: Maria Kendig, Director of Government Services/City Clerk

SUBJECT: BIENNIAL REVIEW OF THE CITY'S CONFLICT OF INTEREST CODE

Recommended Action:

Direct staff to conduct a review of the City's Conflict of Interest Code and return to the City Council with its findings and any recommended updates by October 1, 2026.

Fiscal Impact:

None.

Background:

Pursuant to the Political Reform Act, the City has adopted a Conflict of Interest Code that incorporates the standard provisions set forth in Section 18730 of Title 2 of the California Code of Regulations, as amended. The Code designates those City officials, officers, employees, and consultants who make or participate in making governmental decisions that may affect their financial interests. These individuals are required to disclose such interests through financial disclosure statements and must disqualify themselves from participating in decisions that may impact those interests.

The Political Reform Act further requires the City Council, as the designated code reviewing body, to direct staff to review the Conflict of Interest Code by July 1 of each even-numbered year. Staff must then submit a biennial report to the City Council by October 1 indicating whether any amendments are necessary. If amendments are warranted, an updated Code will be presented to the City Council for approval by resolution.

Discussion:

The City's Conflict of Interest Code was originally adopted in 2001 and has been reviewed on a biennial basis since that time. The most recent amendments were approved in 2022.

Upon direction from the City Council, staff will conduct a comprehensive review of the Code in coordination with the City Attorney's Office. This review will include an evaluation of designated positions and disclosure requirements to ensure compliance with current laws and organizational structure. Staff will return to the City Council with its findings and any recommended updates by October 1, 2026.

City of Aliso Viejo
AGENDA ITEM

DATE: June 3, 2026

TO: Mayor and City Council

FROM: Maria Kendig, Director of Government Services/City Clerk

SUBJECT: GENERAL MUNICIPAL ELECTION – NOVEMBER 3, 2026

Recommended Actions:

1. Adopt a Resolution calling for the holding of a Regular General Municipal Election to be held on Tuesday, November 3, 2026, for the election of certain officers as required by the provisions of the laws of the State of California relating to general law cities;

2. Adopt a Resolution calling for the holding of a Special Municipal Election to be held on Tuesday, November 3, 2026, for the election of certain officers as required by the provisions of the laws of the State of California relating to general law cities;

3. Adopt a Resolution requesting the Orange County Board of Supervisors to consolidate the Regular General Municipal Election to be held on Tuesday, November 3, 2026, with the Statewide General Election to be held on the same date pursuant to Section 10403 of the California Elections Code;

4. Adopt a Resolution requesting the Orange County Board of Supervisors to consolidate the Special Municipal Election to be held on Tuesday, November 3, 2026, with the Statewide General Election to be held on the same date pursuant to Section 10403 of the California Elections Code; and

5. Adopt a Resolution adopting regulations pertaining to candidate statements submitted to the voters for an election to be held on Tuesday, November 3, 2026.

Fiscal Impact:

The total cost to conduct the 2026 consolidated Regular General Municipal Election and Special Municipal Election has been estimated by the County of Orange to be approximately $46,699 - $56,418. Staff have included sufficient funding in the proposed Fiscal Year 2026-27 budget.

Background:

On June 7, 2023, the City Council adopted Ordinance No. 2023-236 establishing by-district elections, defining district boundaries, and scheduling elections within the districts. The Regular General Municipal Election will be held on November 3, 2026, for City Council seats in Districts 2 and 4 for full four-year terms. The Special Municipal Election will be held on the same date for the District 3 seat for the remainder of an unexpired two-year term.

On September 19, 2025, duly elected Councilmember Richard Hurt, representing District 3, resigned. On October 15, 2025, the City Council appointed Garrett Dwyer to fill the vacancy created by the departure of Councilmember Hurt. In accordance with state law, the appointee serves until the next regularly scheduled municipal election, at which time the seat must be placed before the voters to fill the remainder of the term.

By statute, a number of actions and decisions must be made by the City Council in order for the City to hold a consolidated Regular General Municipal Election and Special Municipal Election. Staff has prepared the attached resolutions for City Council consideration, which will call the elections, request consolidation with the County, and establish necessary candidate statement guidelines.

Discussion:

The City of Aliso Viejo conducts its municipal elections on the same date as the Statewide General Election. This year, the election date is November 3, 2026. The elections will be consolidated with the County of Orange and the Registrar of Voters will be asked to conduct the elections on behalf of the City. The election services provided by the Registrar of Voters include the printing and mailing of ballots, opening and closing of vote centers, counting of ballots, canvassing of returns, and all other proceedings incidental to and connected with the City's Municipal Elections.

In order to initiate the administration of the Regular General Municipal Election and Special Municipal Election as required by the Elections Code, staff requests City Council consideration of the attached resolutions. Once adopted, the resolutions will be forwarded to the Clerk of the Board of Supervisors for the Board's approval, with copies provided to the Registrar of Voters.

The resolutions are as follows:

1. **Calling for the Holding of a Regular General Municipal Election on Tuesday, November 3, 2026 (Attachment 1)**

   The Elections Code requires the City Council to adopt a resolution calling the election. The attached resolution calls for the holding of a Regular General Municipal Election in the City of Aliso Viejo on November 3, 2026, for the election of two (2) Members of the City Council for full four-year terms representing Districts 2 and 4.

2. **Calling for the Holding of a Special Municipal Election on Tuesday, November 3, 2026 (Attachment 2)**

   The attached resolution calls for the holding of a Special Municipal Election in the City of Aliso Viejo on November 3, 2026, for the election of one (1) Member of the City Council from District 3 for the remainder of an unexpired two-year term.

   The District 3 seat became vacant upon the resignation of former Councilmember Richard Hurt. Pursuant to Government Code Section 36512 and applicable provisions of state election law, the City Council appointed a replacement to serve until the next regularly scheduled municipal election, at which time the remaining balance of the term must be submitted to the voters.

3. **Requesting Consolidation of the Regular General Municipal Election with the Statewide General Election (Attachment 3)**

   The Elections Code provides that the City Council may, by resolution, request that the County Board of Supervisors permit the County Elections Official to render specified services to the City relating to the conduct of an election. The City Clerk will work closely with the Orange County Registrar of Voters for election services related to the Regular General Municipal Election.

4. **Requesting Consolidation of the Special Municipal Election with the Statewide General Election (Attachment 4)**

   The attached resolution requests that the Orange County Board of Supervisors consolidate the Special Municipal Election for District 3 with the Statewide General Election to be held on November 3, 2026. The Orange County Registrar of Voters will administer the election on behalf of the City.

5. **Adopting Regulations Pertaining to Candidate Statements (Attachment 5)**

   The Elections Code provides that the City Council adopt regulations pertaining to candidate statements prepared by candidates for the Regular General Municipal Election and Special Municipal Election and determine whether a charge shall be levied to cover the actual costs of such statements.

   The statement may include the name, age, and occupation of the candidate and a brief description of no more than 200 words about the candidate's education and qualifications as expressed by the candidate. The City Council may authorize an increase in the limitation of words for the statement from 200 to 400 words. Historically, the City of Aliso Viejo has not authorized the word increase. Staff recommends continuation of the 200-word limit for this election to avoid increased costs for the statements.

It is recommended that any candidate who chooses to submit a candidate statement pay the costs associated with translating, printing, and mailing the statement. Upon submission of nomination papers, candidates will be required to submit a deposit to the City for this purpose. An estimate is calculated by the County based on the number of registered voters, page formatting, and the number of pages in the sample ballot and will be provided to the candidate during the nomination process. The candidate shall be refunded any overage or billed for any additional costs within 30 days of the actual accounting of said costs by the Orange County Registrar of Voters.

Staff recommends that the City Council adopt the resolutions regarding the upcoming Regular General Municipal Election and Special Municipal Election to be held on November 3, 2026, and direct staff to work with the Orange County Registrar of Voters on election activities.

Attachments:

1. Resolution calling the Regular General Municipal Election
2. Resolution calling the Special Municipal Election
3. Resolution requesting consolidation of the Regular General Municipal Election
4. Resolution requesting consolidation of the Special Municipal Election
5. Resolution adopting candidate statement regulations

RESOLUTION NO. 2026-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, CALLING AND GIVING NOTICE OF THE HOLDING OF A REGULAR GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 3, 2026, FOR THE ELECTION OF CERTAIN OFFICERS AS REQUIRED BY THE PROVISIONS OF THE LAWS OF THE STATE OF CALIFORNIA RELATING TO GENERAL LAW CITIES

WHEREAS, pursuant to California Government Code section 36503 and the Elections Code, a Regular General Municipal Election shall be held in the City of Aliso Viejo on November 3, 2026, for the election of certain municipal officers; and

WHEREAS, the terms of office for the City Council District 2 and District 4 seats expire in November 2026 and are required to be submitted to the voters at said election;

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

Section 1. Pursuant to the requirements of the laws of the State of California relating to general law cities, there is hereby called and ordered to be held in the City of Aliso Viejo, California, on Tuesday, November 3, 2026, a Regular General Municipal Election for the purpose of electing the following officers:

- One (1) Member of the City Council from District 2 for a full term of four (4) years; and
- One (1) Member of the City Council from District 4 for a full term of four (4) years.

Section 2. The ballots to be used at the election shall be in form and content as required by law.

Section 3. The City Clerk is authorized, instructed, and directed to coordinate with the Orange County Registrar of Voters to procure and furnish any and all official ballots, notices, printed matter, and all supplies, equipment, and paraphernalia necessary to properly and lawfully conduct the election.

Section 4. The vote centers for the election shall be open during the hours required by Elections Code section 14401 and any other applicable provisions of law.

Section 5. In all particulars not recited in this resolution, the election shall be held and conducted as provided by law for holding municipal elections.

Section 6. Notice of the time and place of holding the election is hereby given and the City Clerk is authorized, instructed, and directed to give further or additional notice of the election in time, form, and manner as required by law.

Section 7. In the event of a tie vote, as certified by the Orange County Registrar of Voters, the City Council shall determine the tie by lot in accordance with Elections Code section 15651.

Section 8. The City Council authorizes the City Clerk to administer said election and all reasonable and actual election expenses shall be paid by the City upon presentation of a properly submitted invoice.

Section 9. The City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this 3rd day of June, 2026.

_____
Max Duncan,
Mayor

APPROVED AS TO FORM:

_____
Scott C. Smith,
City Attorney

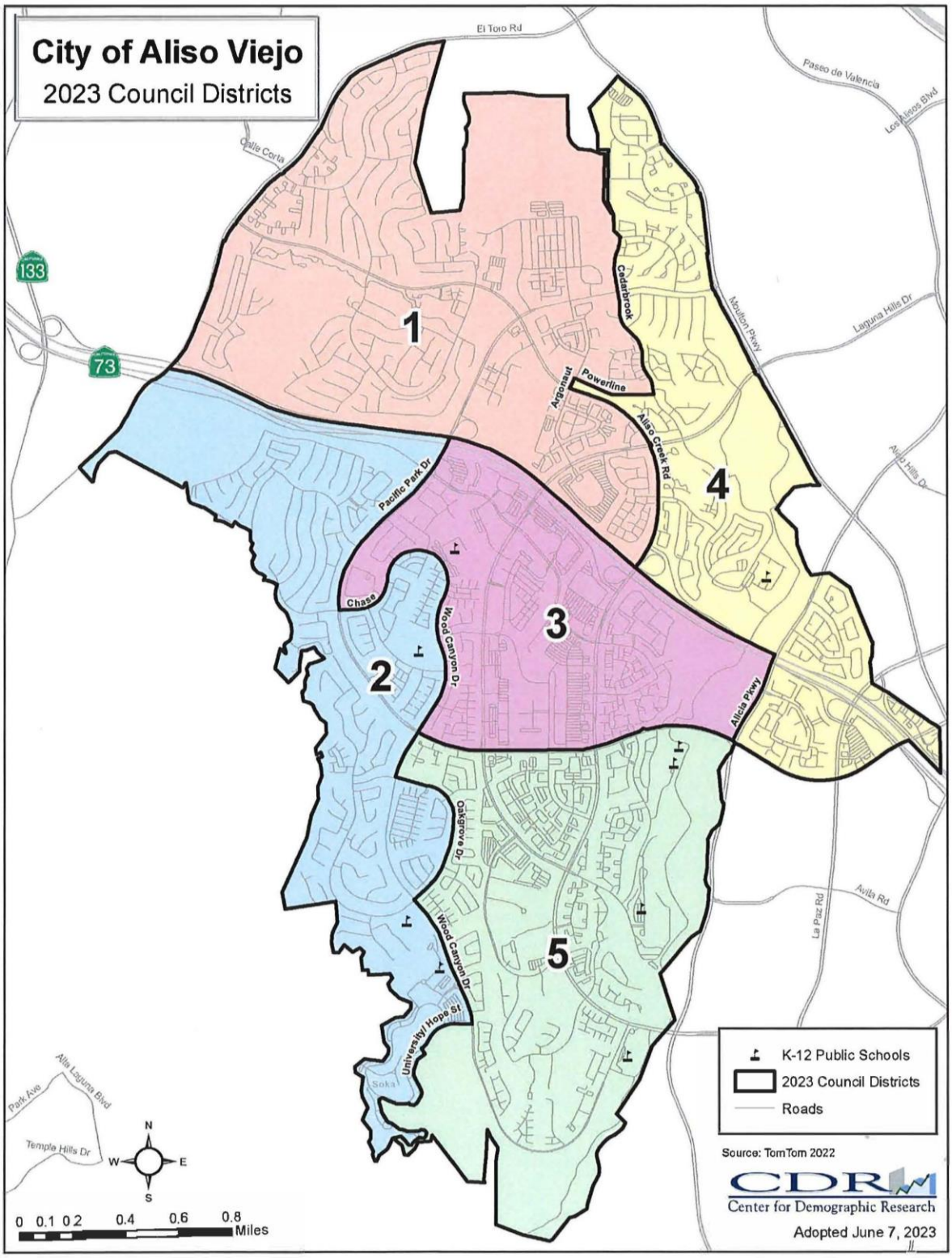
CERTIFICATION OF ATTESTATION AND ORIGINALITY

I, MARIA KENDIG, City Clerk of the City of Aliso Viejo, California, do hereby attest to and certify that the foregoing Resolution No. 2026-xx to be the original resolution duly passed and adopted by the City Council at their regular meeting held on the 3rd day of June, 2026, by the following roll call vote, to wit:

AYES: Councilmembers:_____
NOES: Councilmembers:_____
ABSENT: Councilmembers:_____

Date:_____ _____
Maria Kendig,
City Clerk

City of Aliso Viejo District Map



RESOLUTION NO. 2026-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, CALLING AND GIVING NOTICE OF THE HOLDING OF A SPECIAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 3, 2026, FOR THE PURPOSE OF ELECTING A MEMBER OF THE CITY COUNCIL FROM DISTRICT 3 TO SERVE THE REMAINDER OF AN UNEXPIRED TERM

WHEREAS, a vacancy occurred in the office of Member of the City Council for District 3 due to the resignation/vacation of office of former Councilmember Hurt; and

WHEREAS, pursuant to Government Code section 36512(b), the City Council filled the vacancy by appointment on October 15, 2025; and

WHEREAS, Government Code section 36512(b) further requires that the appointed officer shall hold office only until the next regularly scheduled municipal election and until the qualification of his or her successor; and

WHEREAS, the next regularly scheduled municipal election is November 3, 2026, at which time the remaining balance of the unexpired term must be submitted to the voters;

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

Section 1. Pursuant to the requirements of the laws of the State of California, there is hereby called and ordered to be held in the City of Aliso Viejo, California, on Tuesday, November 3, 2026, a Special Municipal Election for the following purpose:

- Electing one (1) Member of the City Council from District 3 for the remainder of the unexpired term ending in November 2028.

Section 2. The ballots to be used at the election shall be in form and content as required by law.

Section 3. The City Clerk is authorized, instructed, and directed to coordinate with the Orange County Registrar of Voters to procure and furnish any and all official ballots, notices, printed matter, and all supplies, equipment, and paraphernalia necessary to properly and lawfully conduct the election.

Section 4. The vote centers for the election shall be open during the hours required by Elections Code section 14401 and any other applicable provisions of law.

Section 5. In all particulars not recited in this resolution, the election shall be held and conducted as provided by law for holding municipal elections.

Section 6. Notice of the time and place of holding the election is hereby given and the City Clerk is authorized, instructed, and directed to give further or additional notice of the election in time, form, and manner as required by law.

Section 7. In the event of a tie vote, as certified by the Orange County Registrar of Voters, the City Council shall determine the tie by lot in accordance with Elections Code section 15651.

Section 8. The City Council authorizes the City Clerk to administer said election and all reasonable and actual election expenses shall be paid by the City upon presentation of a properly submitted invoice.

Section 9. The City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this 3rd day of June, 2026.

_____
Max Duncan,
Mayor

APPROVED AS TO FORM:

_____
Scott C. Smith,
City Attorney

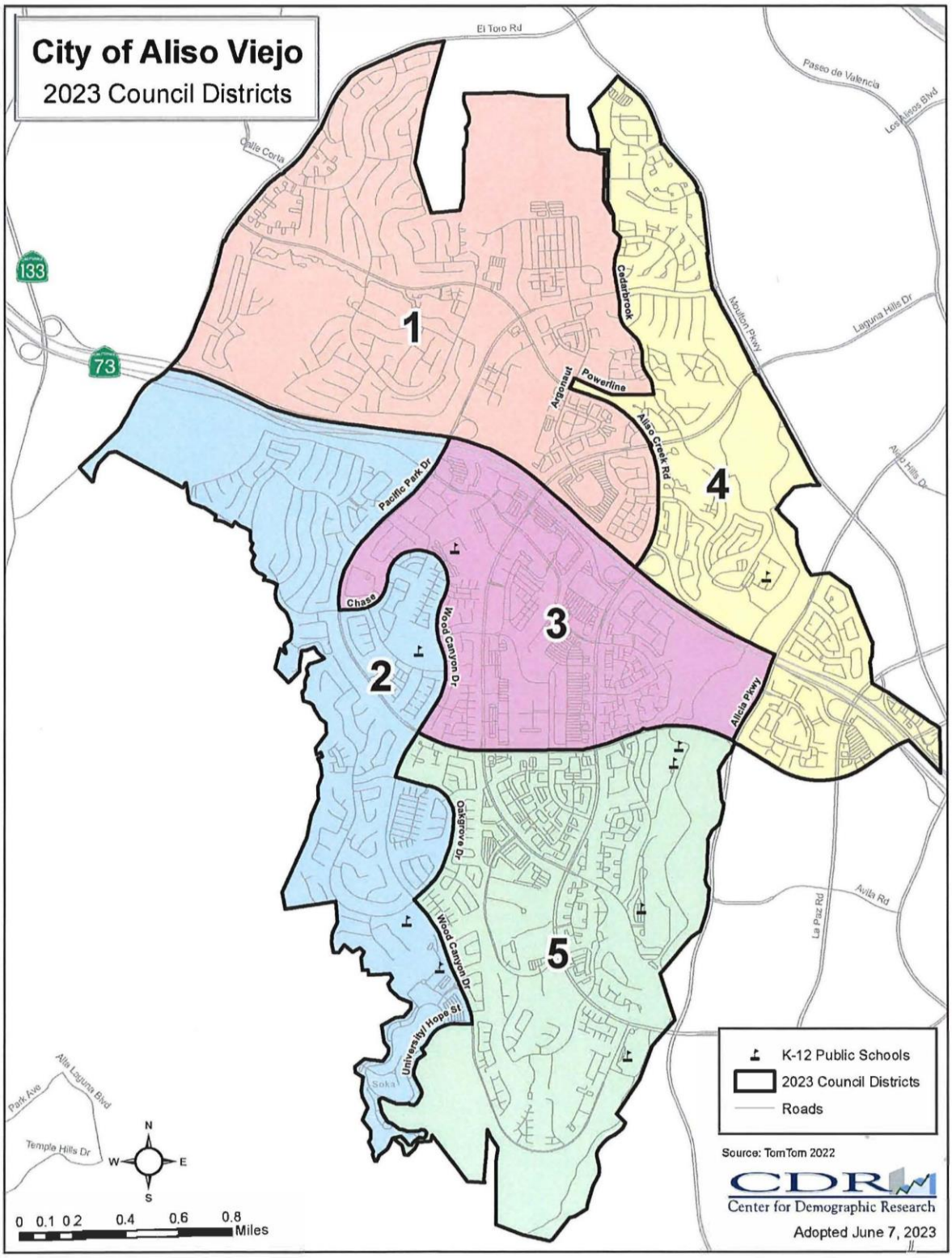
CERTIFICATION OF ATTESTATION AND ORIGINALITY

I, MARIA KENDIG, City Clerk of the City of Aliso Viejo, California, do hereby attest to and certify that the foregoing Resolution No. 2026-xx to be the original resolution duly passed and adopted by the City Council at their regular meeting held on the 3rd day of June, 2026, by the following roll call vote, to wit:

AYES: Councilmembers:_____
NOES: Councilmembers:_____
ABSENT: Councilmembers:_____

Date:_____ _____
Maria Kendig,
City Clerk

City of Aliso Viejo District Map



RESOLUTION NO. 2026-xx

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF ORANGE TO CONSOLIDATE A REGULAR GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 3, 2026, WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON THE SAME DATE PURSUANT TO §10403 OF THE CALIFORNIA ELECTIONS CODE

WHEREAS, the City Council of the City of Aliso Viejo ("City") called a Regular General Municipal Election to be held on November 3, 2026, for the purpose of:

- electing one (1) Member of the City Council from District 2 for a full four-year term; and
- electing one (1) Member of the City Council from District 4 for a full four-year term.

WHEREAS, it is desirable that the Regular General Municipal Election be consolidated with the Statewide General Election to be held on the same date and that within the City, the precincts, vote centers and election officers of the two elections be the same, and that the county election department of the County of Orange canvass the returns of the Regular General Municipal Election and that the election be held in all respects as if there were only one election;

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

Section 1. That pursuant to the requirements of §10403 and §10418 of the California Elections Code, the Board of Supervisors of the County of Orange is hereby requested to consent and agree to the consolidation of a Regular General Municipal Election with the Statewide General Election on Tuesday, November 3, 2026, for the purpose of electing two (2) Members of the City Council as referenced above.

Section 2. That the county election department is authorized to canvass the returns of the Regular General Municipal Election. The election shall be held in all respects as if there were only one election and only one form of ballot shall be used. The election will be held and conducted in accordance with the provisions of law regulating the statewide election.

Section 3. That the Board of Supervisors is requested to issue instructions to the county election department to take any and all steps necessary for the holding of the consolidated election.

Section 4. That the City of Aliso Viejo recognizes that additional costs will be incurred by the County by reason of this consolidation and agrees to reimburse the County for any costs.

Section 5. That the City acknowledges that the consolidated election requested by this Resolution will be held and conducted in the manner prescribed by California Elections Code §10418 and to the extent that anything in this Resolution shall conflict with such provisions, the provisions of Elections Code §10418 shall control and supersede such inconsistent provision(s).

Section 6. That the City Clerk is hereby directed to file a certified copy of this resolution with the Board of Supervisors and the county election department of the County of Orange.

Section 7. That the City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this 3rd day of June, 2026.

_____
Max Duncan,
Mayor

APPROVED AS TO FORM:

_____
Scott C. Smith,
City Attorney

CERTIFICATION OF ATTESTATION AND ORIGINALITY

I, MARIA KENDIG, City Clerk of the City of Aliso Viejo, California, do hereby attest to and certify that the foregoing Resolution No. 2026-xx to be the original resolution duly passed and adopted by the City Council at their regular meeting held on the 3rd day of June, 2026, by the following roll call vote, to wit:

AYES: Councilmembers:_____
NOES: Councilmembers:_____
ABSENT: Councilmembers:_____

Date:_____ _____
Maria Kendig,
City Clerk

RESOLUTION NO. 2026-xx

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF ORANGE TO CONSOLIDATE A SPECIAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 3, 2026, WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON THE SAME DATE PURSUANT TO §10403 OF THE CALIFORNIA ELECTIONS CODE

WHEREAS, the City Council of the City of Aliso Viejo ("City") called a Special Municipal Election to be held on November 3, 2026, for the purpose of:

- electing one (1) Member of the City Council from District 3 for the remainder of an unexpired two-year term.

WHEREAS, it is desirable that the Special Municipal Election be consolidated with the Statewide General Election to be held on the same date and that within the City, the precincts, vote centers and election officers of the two elections be the same, and that the county election department of the County of Orange canvass the returns of the Special Municipal Election and that the election be held in all respects as if there were only one election;

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

Section 1. That pursuant to the requirements of §10403 and §10418 of the California Elections Code, the Board of Supervisors of the County of Orange is hereby requested to consent and agree to the consolidation of a Special Municipal Election with the Statewide General Election on Tuesday, November 3, 2026, for the purpose of electing one (1) Member of the City Council as referenced above.

Section 2. That the county election department is authorized to canvass the returns of the Special Municipal Election. The election shall be held in all respects as if there were only one election and only one form of ballot shall be used. The election will be held and conducted in accordance with the provisions of law regulating the statewide election.

Section 3. That the Board of Supervisors is requested to issue instructions to the county election department to take any and all steps necessary for the holding of the consolidated election.

Section 4. That the City of Aliso Viejo recognizes that additional costs will be incurred by the County by reason of this consolidation and agrees to reimburse the County for any costs.

Section 5. That the City acknowledges that the consolidated election requested by this Resolution will be held and conducted in the manner prescribed by California Elections Code §10418 and to the extent that anything in this Resolution shall conflict with such provisions, the provisions of Elections Code §10418 shall control and supersede such inconsistent provision(s).

Section 6. That the City Clerk is hereby directed to file a certified copy of this resolution with the Board of Supervisors and the county election department of the County of Orange.

Section 7. That the City Clerk shall certify to the passage and adoption of this resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this 3rd day of June, 2026.

_____
Max Duncan,
Mayor

APPROVED AS TO FORM:

_____
Scott C. Smith,
City Attorney

CERTIFICATION OF ATTESTATION AND ORIGINALITY

I, MARIA KENDIG, City Clerk of the City of Aliso Viejo, California, do hereby attest to and certify that the foregoing Resolution No. 2026-xx to be the original resolution duly passed and adopted by the City Council at their regular meeting held on the 3rd day of June, 2026, by the following roll call vote, to wit:

AYES: Councilmembers:_____
NOES: Councilmembers:_____
ABSENT: Councilmembers:_____

Date:_____ _____
Maria Kendig,
City Clerk

RESOLUTION NO. 2026-xx

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, ADOPTING REGULATIONS FOR CANDIDATES FOR ELECTIVE OFFICE PERTAINING TO CANDIDATE STATEMENTS SUBMITTED TO THE VOTERS AT AN ELECTION TO BE HELD ON TUESDAY, NOVEMBER 3, 2026

WHEREAS, Section 13307 of the Elections Code of the State of California provides that the governing body of a local agency adopt regulations pertaining to materials prepared by any candidate for a municipal election, including costs of the candidate's statement.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, DOES HEREBY RESOLVE, DECLARE, DETERMINE AND ORDER AS FOLLOWS:

Section 1. General Provisions. That pursuant to § 13307 of the Elections Code of the State of California, each candidate for elective office to be voted for at the Regular General Municipal Election and Special Municipal Election to be held in the City of Aliso Viejo on November 5, 2026, may prepare a candidate's statement on an appropriate form provided by the City Clerk. The statement may include the name, age, and occupation of the candidate and a brief description of no more than 200 words of the candidate's education and qualifications expressed by the candidate himself or herself. The statement shall not include party affiliation of the candidate, nor membership or activity in partisan political organizations. The statement shall be filed electronically and in typewritten form in the office of the City Clerk at the time the candidate's nomination papers are filed. The statement may be withdrawn, but not changed, during the period for filing nomination papers and until 5:00 p.m. of the next working day after the close of the nomination period.

Section 2. Foreign Language Policy.

A. Pursuant to the Federal Voting Rights Act, candidate statements will be translated into all languages required by the County of Orange. The County is required to translate candidate statements into the following languages: Spanish, Korean, Chinese, and Vietnamese.

B. The County will print and mail voter information guides and candidate statements to all voters in Spanish, Korean, Chinese, and Vietnamese to only those voters who are on the county voter file as having requested a voter information guide in a particular language. The County will make the voter information guide and candidate statements in the required languages

available at all vote centers, on the County's website, and in the Election Official's office.

Section 3. Payment.

A. Translations:
   1. The candidate shall be required to pay for the cost of translating the candidate statement into any required foreign language as specified in (A) and (B) of Section 2 above pursuant to Federal and/or State law.

B. Printing:
   1. The candidate shall be required to pay for the cost of printing the candidate statement in English in the main voter pamphlet.
   2. The candidate shall be required to pay for the cost of printing the candidate statement in a foreign language required in (A) of Section 2 above, in the main voter pamphlet.
   3. The candidate shall be required to pay for the cost of printing the candidate statement in a foreign language required by (A) of Section 2 above, in the facsimile voter pamphlet.

The City Clerk shall provide the total cost of printing, handling, translating, and mailing the candidate's statements filed pursuant to this section, including costs incurred as a result of complying with the Voting Rights Act of 1965 (as amended), and require each candidate filing a statement to pay in advance to the local agency his or her estimated pro rata share as a condition of having his or her statement included in the voter's pamphlet. In the event the estimated payment is required, the estimate is just an approximation of the actual cost that varies from one election to another election and may be significantly more or less than the estimate, depending on the actual number of candidates filing statements. Accordingly, the clerk is not bound by the estimate and may, on a pro rata basis, bill the candidate for additional actual expense or refund any excess paid depending on the final actual cost. In the event of underpayment, the clerk may require the candidate to pay the balance of the cost incurred. In the event of overpayment, the clerk shall prorate the excess amount among the candidates and refund the excess amount paid within 30 days of the election.

The Orange County Registrar of Voters has provided the following estimated cost of translating, posting, printing, handling, and mailing of 200-word candidate statements for candidates for elective office in the City of Aliso Viejo:

Seat	**Estimated Cost**
District 2	$503.45
District 3	$497.26
District 4	$502.80

Section 4. Miscellaneous.

A. All translations shall be provided by professionally certified translators.

B. The City Clerk shall comply with all recommendations and standards set forth by the California Secretary of State regarding occupational designations and other matters relating to elections.

Section 5. Additional Materials. No candidate will be permitted to include additional materials in the voter information guide.

Section 6. That the City Clerk shall provide each candidate or the candidate's representative a copy of this Resolution at the time nominating petitions are issued.

Section 7. That all previous resolutions establishing Council policy on payment for candidate statements are repealed.

Section 8. That this resolution shall apply only to the election to be held on Tuesday, November 3, 2026, and shall then be repealed.

Section 9. That the City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED, APPROVED AND ADOPTED this 3rd day of June, 2026.

_____
Max Duncan,
Mayor

APPROVED AS TO FORM:

_____
Scott C. Smith,
City Attorney

CERTIFICATION OF ATTESTATION AND ORIGINALITY

I, MARIA KENDIG, City Clerk of the City of Aliso Viejo, California, do hereby attest to and certify that the foregoing Resolution No. 2026-xx to be the original resolution duly passed and adopted by the City Council at their regular meeting held on the 3rd day of June, 2026, by the following roll call vote, to wit:

AYES: Councilmembers: _____
NOES: Councilmembers: _____
ABSENT: Councilmembers: _____

Date:_____ _____
Maria Kendig,
City Clerk

City of Aliso Viejo
AGENDA ITEM

DATE: June 3, 2026

TO: Mayor and City Council

FROM: Shaun Pelletier, City Engineer

SUBJECT: APPROVAL OF COOPERATIVE AGREEMENT BY AND BETWEEN THE CITIES OF ALISO VIEJO, LAGUNA NIGUEL, LAGUNA HILLS, AND MISSION VIEJO FOR THE ALICIA PARKWAY REGIONAL TRAFFIC SIGNAL SYNCHRONIZATION PROGRAM PROJECT

Recommended Actions:

1. Approve the Cooperative Agreement by and between the City of Laguna Niguel and the cities of Aliso Viejo, Laguna Hills, and Mission Viejo for the Alicia Parkway Regional Traffic Signal Synchronization Program Project;

2. Authorize the Mayor and the City Clerk to execute the agreement; and

3. Authorize the City Manager to execute future amendments to the agreement.

Fiscal Impact:

Aliso Viejo's match will be $54,306.47. Measure M Funds will be used and budgeted for in the FY26-27 Capital Improvement Budget.

Background:

As part of Renewed Measure M (M2), the Orange County Transportation Authority (OCTA) is responsible for implementing traffic signal coordination projects under the Regional Traffic Signal Synchronization Program (RTSSP), also known as Project "P". These projects will improve traffic flow by providing traffic signal infrastructure improvements and synchronization on major corridors that cross several jurisdictions totaling over 2,000 signalized intersections across Orange County. In Spring 2024, OCTA funded the Alicia Parkway RTSSP, from Rustic Oak in Mission Viejo to Crown Valley Parkway in Laguna Niguel. The project corridor is approximately 10.5 miles long and spans four agencies, crossing both the 1-5 freeway and the SR-73 toll road, and includes 60 traffic signals, 3 of which are in Aliso Viejo. A vicinity map is attached to demonstrate this.

The project is currently in the design phase and will install new fiber optic communications, traffic signal cabinets, traffic signal controllers, and hybrid video/radar vehicle detection equipment along the corridor within Aliso Viejo.

All participating agencies within the project corridor are required to enter into a Cooperative Agreement with the lead agency. In the past, the City of Aliso Viejo entered into similar Cooperative Agreements with OCTA, which served as the lead agency for traffic signal synchronization projects such as Los Alisos and Aliso Creek Road.

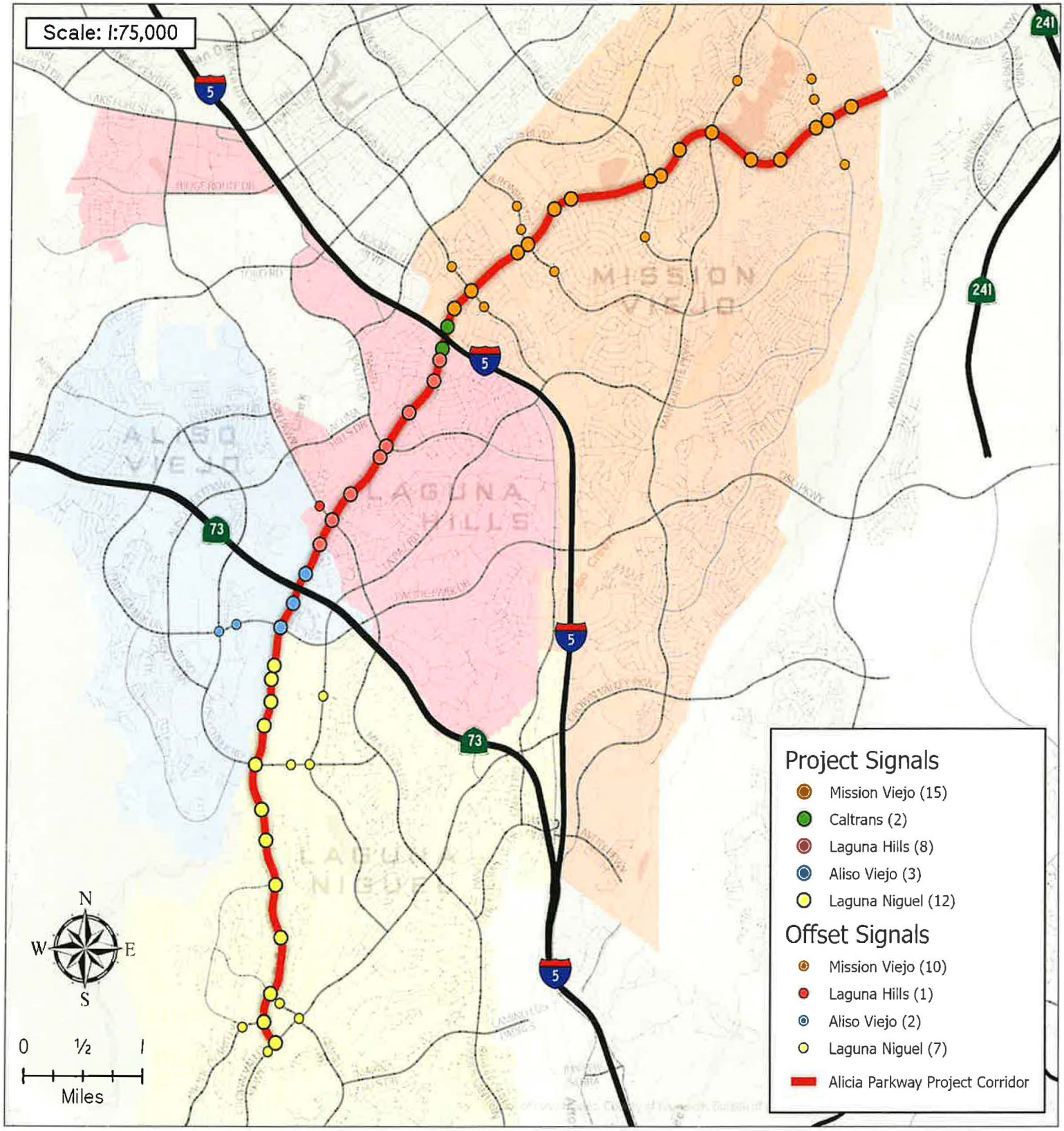
Discussion:

The total project cost is approximately $3.7 million, of which about $270,000 is within the City of Aliso Viejo. The City's required 20% match is $54,306.47.

The Cooperative Agreement describes the scope of work and responsibilities for each agency on this project. Laguna Niguel is the lead agency and will be responsible for managing the design, construction, and maintenance phases of the project as well as seeking reimbursement payments from OCTA and the participating agencies for completed work. The Cooperative Agreement specifies the dollar match amounts that would be invoiced by the City of Laguna Niguel to each participating agency, and the participating agencies would be responsible for making payments within 30 days of receipt of invoices.

Attachments:

1. Vicinity Map
2. Cooperative Agreement



Vicinity Map

Alicia Parkway RTSSP

CITY OF LAGUNA NIGUEL
CITY COUNCIL AGENDA ITEM

TO: Honorable Mayor and Council Members

FROM: Jacki Scott, Public Works Director/City Engineer

DATE: April 21, 2026

SUBJECT: Approval of Cooperative Agreement with the Cities of Aliso Viejo, Laguna Hills, and Mission Viejo for the Alicia Parkway Regional Traffic Signal Synchronization Program Project

RECOMMENDATION

Staff recommends that the City Council:

1. Approve the Cooperative Agreement by and between the City of Laguna Niguel and the cities of Aliso Viejo, Laguna Hills, and Mission Viejo for the Alicia Parkway Regional Traffic Signal Synchronization Program Project;

2. Authorize the Mayor and the City Clerk to execute the agreement; and,

3. Authorize the City Manager to execute future amendments to the agreement.

BACKGROUND

As part of Renewed Measure M (M2), the Orange County Transportation Authority (OCTA) is responsible for implementing traffic signal coordination projects under the Regional Traffic Signal Synchronization Program (RTSSP), also known as Project "P". These projects will improve traffic flow by providing traffic signal infrastructure improvements and synchronization on major corridors that cross several jurisdictions totaling over 2,000 signalized intersections across Orange County.

In Spring 2024, OCTA funded the Alicia Parkway RTSSP, from Rustic Oak in Mission Viejo to Crown Valley Parkway in Laguna Niguel. The project corridor is approximately 10.5 miles long and spans four agencies, crossing both the I-5 freeway and the SR-73 toll road, and includes 60 traffic signals, 19 of which are located in Laguna Niguel. A vicinity map is provided as Attachment "A". The project is currently in the design phase and will install new fiber optic communications, traffic signal cabinets, traffic signal controllers, CCTV cameras, and hybrid video/radar vehicle detection equipment along the corridor within Laguna Niguel.

All participating agencies within the project corridor are required to enter into a Cooperative Agreement with the lead agency. In the past, the City of Laguna Niguel entered into similar Cooperative Agreements with OCTA, which served as the lead agency for traffic signal synchronization projects such as Crown Valley Parkway, Moulton Parkway/Golden Lantern, and Aliso Creek Road. This project represents the first time that the City of Laguna Niguel will serve as the lead agency for a corridor-wide synchronization effort because OCTA is no longer serving as the lead agency for any Project "P" project.

ANALYSIS

The Cooperative Agreement describes the scope of work and responsibilities for each agency on this project (Attachment "B"). As the lead agency, Laguna Niguel would be responsible for managing the design, construction, and maintenance phases of the project as well as seeking reimbursement payments from OCTA and the participating agencies for completed work. The Cooperative Agreement specifies the dollar match amounts that would be invoiced by the City of Laguna Niguel to each participating agency, and the participating agencies would be responsible for making payments within 30 days of receipt of invoices.

ALTERNATIVES CONSIDERED

The City Council may decide not to approve the Cooperative Agreement. This alternative is not recommended because a Cooperative Agreement is a requirement of the grant funding and is necessary to invoice participating agencies for reimbursement payments.

FISCAL REVIEW

OCTA covers up to 80% of the total project cost and requires a minimum local match of 20% from each agency for its portion of the project. The estimated cost for the work within Laguna Niguel is $1,125,000. The City's required 20% match is approximately $225,000, which the City Council appropriated as part of the Fiscal Year 2024-25 Capital Improvement Program Budget.

Estimated Project Funding Summary	
Estimated Total Project Cost	$3,738,000
Measure M2 Grant Funds	$2,991,000
Other Cities' Match	$522,000
City of Laguna Niguel's Match (General Funds)	$225,000

LEGAL REVIEW

The City Attorney's Office has reviewed the Cooperative Agreement and has approved the agreement as to form.

CONCLUSION

Staff recommends that the City Council:

1. Approve the Cooperative Agreement by and between the City of Laguna Niguel and the cities of Aliso Viejo, Laguna Hills, and Mission Viejo for the Alicia Parkway Regional Traffic Signal Synchronization Program Project;

2. Authorize the Mayor and the City Clerk to execute the agreement; and,

3. Authorize the City Manager to execute future amendments to the agreement.

Tamara S. Letourneau
City Manager

Jacki Scott
Public Works Director/City Engineer

Kathy Kelley
Engineering Services Manager

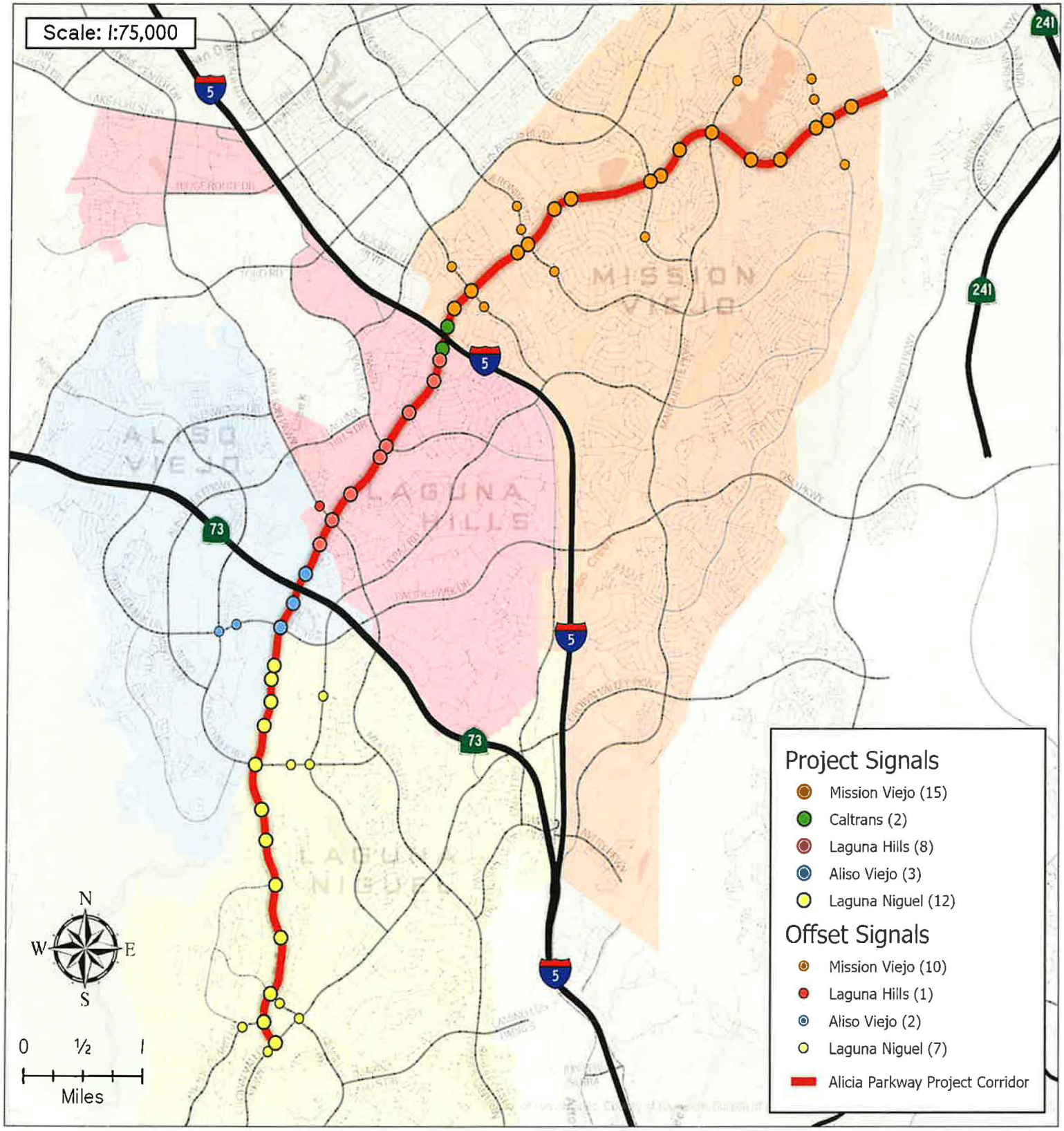
Jason Jung
Principal Civil Engineer

Attachments:

A. Vicinity Map
B. Cooperative Agreement for the Alicia Parkway Regional Traffic Signal Synchronization Program Project

ATTACHMENT A

Vicinity Map



Vicinity Map

Alicia Parkway RTSSP

ATTACHMENT B

Cooperative Agreement for the Alicia Parkway Regional Traffic Signal Synchronization Program Project

COOPERATIVE AGREEMENT

BY AND BETWEEN

THE CITY OF LAGUNA NIGUEL

AND

THE CITIES OF ALISO VIEJO, LAGUNA HILLS, AND MISSION VIEJO

FOR THE

ALICIA PARKWAY REGIONAL TRAFFIC SIGNAL SYNCHRONIZATION PROGRAM PROJECT

This Alicia Parkway Regional Traffic Signal Synchronization Program Project Cooperative Agreement ("AGREEMENT") is entered into as of _____, 2026 ("Effective Date") by and between the CITY OF LAGUNA NIGUEL, hereinafter referred to as "LAGUNA NIGUEL", and the Cities of Aliso Viejo, Laguna Hills, and Mission Viejo, hereinafter referred to as "ALISO VIEJO", "LAGUNA HILLS", AND "MISSION VIEJO" respectively, jointly referred to as "AGENCIES". LAGUNA NIGUEL and AGENCIES are sometimes referred to herein individually as a "PARTY" or collectively as the "PARTIES".

RECITALS:

WHEREAS, Alicia Parkway between Rustic Oak and Crown Valley Parkway, is geographically located in the Cities of Laguna Niguel, Aliso Viejo, Laguna Hills, and Mission Viejo; and

WHEREAS, Alicia Parkway between Rustic Oak and Charlinda Drive is maintained by MISSION VIEJO; and

WHEREAS, Alicia Parkway between Interstate 5 Northbound Off-Ramp and Interstate 5 Southbound Off-Ramp is maintained by the State of California, hereinafter referred to as "STATE" or "CALTRANS"; and

WHEREAS, Alicia Parkway between Paseo De Alicia-Hon Avenue and Ramona Street is maintained by LAGUNA HILLS; and

WHEREAS, Alicia Parkway between Holly Oak and Pacific Park Drive is maintained by ALISO VIEJO; and

WHEREAS, Alicia Parkway between Marketplace North and Crown Valley Parkway is maintained by LAGUNA NIGUEL; and

WHEREAS, the Measure M2 Regional Traffic Signal Synchronization Program (RTSSP) targets over 2,000 signalized intersections across Orange County to maintain traffic signal synchronization, improve traffic flow and reduce congestion across jurisdictions; and

WHEREAS, LAGUNA NIGUEL and AGENCIES are committed to implementing multi-jurisdictional signal synchronization to enhance countywide traffic flow and reducing congestion; and

WHEREAS, LAGUNA NIGUEL has been awarded Project P funds based on the application ("APPLICATION") prepared by LAGUNA NIGUEL for the implementation of signal synchronization of traffic signals along the Alicia Parkway Corridor between Rustic Oak and Crown Valley Parkway (hereinafter, "PROJECT"); and

WHEREAS, LAGUNA NIGUEL and AGENCIES will provide matching funds as required by the Orange County Comprehensive Transportation Funding Programs; and

WHEREAS, LAGUNA NIGUEL agrees to act as the lead agency for design, construction and management of PROJECT; and

WHEREAS, the PROJECT will include forty (40) traffic signals along Alicia Parkway, between Rustic Oak and Crown Valley Parkway, and located in the Cities of Laguna Niguel, Aliso Viejo, Laguna Hills, and Mission Viejo. Additionally, twenty-two (22) offset signalized intersections are included, for a total of sixty-two (62) signals, as shown in Attachment A; and

WHEREAS, the PROJECT will include Intelligent Transportation System (ITS) elements identified in the Application and other associated systems ("ITS Elements"), that will be constructed and/or installed and implemented as part of the PROJECT; and

WHEREAS, the PROJECT Scope of Work also includes the ongoing monitoring and maintenance of the coordinated signal system's operation, including system communication/detection upkeep, for two years; and

WHEREAS, LAGUNA NIGUEL agrees to work with AGENCIES to coordinate the inclusion of other ITS elements that must be installed before or at the same time as the construction of the PROJECT and are not part of this Agreement; and

WHEREAS, all costs associated with the inclusion of these other elements, if any, are the sole responsibility of the PARTY owning each and any of those other elements; and

WHEREAS, LAGUNA NIGUEL and each respective PARTY acknowledge and understand that in-house resources (staff hours) from PARTY will provide various services for the PROJECT per the Application; and

WHEREAS, LAGUNA NIGUEL and each respective PARTY acknowledge and understand that PROJECT costs for various types of additional work required by each respective PARTY may not have been included in the original application and therefore those costs are not included in the PROJECT allocation; and

WHEREAS, LAGUNA NIGUEL and each respective PARTY agree that these additional costs will be paid by the PROJECT only with written approval by LAGUNA NIGUEL, which may result in additional dollar match; and

WHEREAS, LAGUNA NIGUEL agrees to implement the PROJECT as referenced on the Application; and

WHEREAS, the PARTIES desire to enter into this Agreement to implement the PROJECT in support of Project P as part of M2; and

WHEREAS, the PARTIES agree to contribute the share of the PROJECT as set forth in the Application, shown in Attachment B and incorporated herein by reference; and

WHEREAS, in the event the cost of the PROJECT exceeds the estimates as submitted in the Application prepared by LAGUNA NIGUEL, the PARTIES agree to meet and determine revisions to the PROJECT to satisfy the budget(s) or revised funding proposal(s) by the PARTIES, which shall be documented and submitted in writing as an amendment to the Agreement. Any cost overruns shall be the financial responsibility of the jurisdiction where the work improvement occurs or as the case may be, causes the required improvement; and

WHEREAS, this Cooperative Agreement "AGREEMENT" defines the roles, specific terms, conditions and responsibilities between LAGUNA NIGUEL and AGENCIES; and

WHEREAS, the City of ALISO VIEJO's City Council approved this AGREEMENT on the _____ day of _____, 2026; and

WHEREAS, the City of LAGUNA HILLS's City Council approved this AGREEMENT on the _____ day of _____, 2026; and

WHEREAS, the City of MISSION VIEJO's City Council approved this AGREEMENT on the _____ day of _____, 2026; and

WHEREAS, the City of LAGUNA NIGUEL's City Council approved this AGREEMENT on the _____ day of _____, 2026; and

AGREEMENT

NOW, THEREFORE, it is mutually understood and agreed by LAGUNA NIGUEL and AGENCIES as follows:

ARTICLE 1. COMPLETE AGREEMENT

A. This AGREEMENT, including any attachments incorporated herein and made applicable by reference, constitutes the complete and exclusive statement of the term(s) and condition(s) of the agreement between LAGUNA NIGUEL and AGENCIES concerning the PROJECT and it supersedes all prior representations, understandings and communications between the PARTIES. The invalidity in whole or in part of any term or condition of this AGREEMENT shall not affect the validity of other term(s) or condition(s) of the AGREEMENT. The above referenced Recitals are true and correct and are incorporated by reference herein.

B. LAGUNA NIGUEL's failure to insist on any instance(s) of AGENCIES' performance of any term(s) or condition(s) of this AGREEMENT shall not be construed as a waiver or relinquishment of LAGUNA NIGUEL's right to such performance or to future performance of such term(s) or condition(s), and AGENCIES' obligation in respect thereto shall continue in full force and effect. Changes to any portion of this Agreement shall not be binding upon LAGUNA NIGUEL except when specifically confirmed in writing by an authorized representative of LAGUNA NIGUEL by way of a written amendment to this Agreement and issued in accordance with the provisions of this Agreement.

C. AGENCIES' failure to insist on any instance(s) of LAGUNA NIGUEL'S performance of any term(s) or condition(s) of this Agreement shall not be construed as a waiver or relinquishment of AGENCIES' right to such performance or to future

performance of such term(s) or condition(s), and LAGUA NIGUEL's obligation in respect thereto shall continue in full force and effect. Changes to any portion of this Agreement shall not be binding upon AGENICES except when specifically confirmed in writing by an authorized representative of AGENCIES by way of a written amendment to this Agreement and issued in accordance with the provisions of this Agreement.

ARTICLE 2. SCOPE OF AGREEMENT

This Agreement specifies the roles and responsibilities of the PARTIES as they pertain to the subjects and PROJECT addressed herein. Both LAGUNA NIGUEL and AGENCIES agree that each will cooperate and coordinate with the other in all activities covered by this Agreement and any other supplemental agreements that may be required to facilitate purposes thereof.

ARTICLE 3. RESPONSIBILITIES OF LAGUNA NIGUEL

LAGUNA NIGUEL as the Lead Agency agrees to the following responsibilities for the implementation of the PROJECT:

A. LAGUNA NIGUEL shall serve as lead agency for design, construction and construction management of PROJECT and shall provide oversight by establishing PROJECT milestones and overseeing the PROJECT development to ensure compliance with all standards and requirements set forth in this AGREEMENT.

B. LAGUNA NIGUEL shall be responsible for completing the PROJECT in accordance with the funding guidelines and any and all other federal, state, and Orange County Transportation Authority (OCTA) requirements related to these funding programs, as well as any and all applicable statutes and regulations including, but not limited to, bidding laws, prevailing wage and other labor laws, provisions of the California Building Standards Code, and the California Environmental Quality Act (CEQA) and the Guidelines thereunder.

C. LAGUNA NIGUEL shall provide AGENCIES with a copy of all design documents for AGENCIES' approval of work to be performed in AGENCIES' jurisdictions prior to LAGUNA NIGUEL advertising for bids.

D. LAGUNA NIGUEL shall provide staff, consultants, and contractors deemed necessary and appropriate to manage, administer, coordinate and oversee engineering design and construction management of the PROJECT. LAGUNA NIGUEL shall require

all such consultants and contractors to obtain and maintain comprehensive general liability, automobile liability, workers' compensation and employers' liability, and professional liability insurance policies meeting the applicable requirements of the Consultant Contract and Bidders Specifications for the PROJECT and to indemnify, defend and hold each of the AGENCIES and their respective elected officials, officers, employees, agents and volunteers ("Indemnitees") free and harmless, including payment of attorneys' and experts' fees, with respect to any and all claims and liabilities of any kind arising out of each such contractor's acts or omissions in the performance of work on the PROJECT, to the maximum extent permitted by law. LAGUNA NIGUEL shall require all such contractors to name the Indemnitees as additional insureds on all commercial general and automobile liability policies required by LAGUNA NIGUEL for the PROJECT.

E. The budget for the PROJECT is Three Million Seven Hundred Thirty-Eight Thousand Two Hundred Seventy-Four Dollars And Thirteen Cents ($3,738,274.13). Two Million Nine Hundred Ninety Thousand Six Hundred Nineteen Dollars And Thirty Cents ($2,990,619.30) is funded by the OCTA Project P/Regional Traffic Signal Synchronization Program. Minimum PROJECT matching funds of twenty percent (20%) amount to Seven Hundred Forty-Seven Thousand Six Hundred Fifty-Four Dollars And Eighty-Three Cents ($747,654.83). LAGUNA NIGUEL's share of the match amounts to Two Hundred Twelve Thousand Nine Hundred Thirty-Two Dollars And Fifty Cents ($212,932.50), including up to Twelve Thousand Ninety Dollars And Zero Cents ($12,090.00) of in-kind services. Documentation of LAGUNA NIGUEL'S in-kind services, such as administrative services, shall meet OCTA Comprehensive Transportation Funding Program (CTFP) Guidelines.

F. LAGUNA NIGUEL shall maintain coordination with AGENCIES for construction of the PROJECT.

G. LAGUNA NIGUEL specifically shall coordinate construction activity for the PROJECT within AGENCIES and provide a schedule of the construction activity for the PROJECT within AGENCIES that is acceptable to AGENCIES. In the event of planned street closures, LAGUNA NIGUEL shall provide prior notice to, and receive approval from, the responsible AGENCY, prior to the execution of the street closure.

H. LAGUNA NIGUEL shall require AGENCIES and its officers and employees to be named as additional insured on the construction contractors' liability insurance policies.

I. LAGUNA NIGUEL shall collect manual intersection turning movement and automated machine traffic counts for the Caltrans-owned locations of Interstate 5 Northbound Off-Ramp and Interstate 5 Southbound Off-Ramp.

J. LAGUNA NIGUEL shall implement required signal improvements at the locations set forth in the Application.

K. LAGUNA NIGUEL shall implement the PROJECT based on the intent of the usage in the Application, prepared by LAGUNA NIGUEL in accordance with the policies and procedures contained in the CTFP Guidelines.

L. LAGUNA NIGUEL shall provide formats, templates, and guidance in reporting requirements as described in the CTFP Guidelines.

M. LAGUNA NIGUEL shall manage, procure, implement, and complete all aspects of the PROJECT as identified in the Application.

N. LAGUNA NIGUEL shall cooperate with the OCTA and coordinate outreach efforts for the Primary Implementation (design and construction) phase of the PROJECT.

O. LAGUNA NIGUEL shall prepare a Project Final Report (Measure M2 Ordinance No. 3, Section B.III.9) for the PROJECT. LAGUNA NIGUEL shall provide the Project Final Report for the PROJECT to AGENCIES in draft and final formats for comment, and comments shall be noted in the final study and incorporated as mutually agreed by all PARTIES.

P. LAGUNA NIGUEL shall provide ongoing maintenance and operation of optimized signal timing after the Primary Implementation phase of the PROJECT is completed and to continue such maintenance until the end of the three (3) year grant period.

P. LAGUNA NIGUEL shall provide updates to AGENCIES on the PROJECT as part of the semi-annual review process until completion of the three (3) year grant period for the PROJECT. Documents to be provided include, but are not limited to, contracts pertinent to the PROJECT and purchase orders pertinent to the PROJECT.

Q. LAGUNA NIGUEL shall invoice AGENCIES for dollar match amounts due as identified in Attachment B, at the end of each phase.

ARTICLE 4. RESPONSIBILITIES OF AGENCIES

AGENCIES agree to the following responsibilities:

A. AGENCIES shall be responsible for providing the required documentation and funding commitments for PROJECT implementation on the STATE portions of Alicia Parkway within their respective geographical jurisdictions.

B. AGENCIES shall remit to LAGUNA NIGUEL within thirty (30) calendar days of receipt of an acceptable invoice, the PROJECT matching funds as required by the Orange County Comprehensive Transportation Funding Programs.

a. ALISO VIEJO'S share of the minimum twenty percent (20%) PROJECT match amounts to Fifty-Four Thousand Three Hundred Six Dollars And Forty-Seven Cents ($54,306.47).
b. LAGUNA HILLS' share of the minimum twenty percent (20%) PROJECT match amounts to One Hundred Fifty-Nine Thousand Six Dollars And Eighty-Six Cents ($162,026.86), including up to Six Thousand Eight Hundred Eighty Dollars And Zero Cents ($6,880.00) of in-kind services.
c. MISSION VIEJO'S share of the minimum twenty percent (20%) PROJECT match amounts to Two Hundred Eighty-Three Thousand Two Hundred Ninety-Nine Dollars And Zero Cents ($283,239.00), including up to Sixteen Thousand One Hundred Eighty Dollars And Zero Cents ($16,180.00) of in-kind services.

Documentation of AGENCIES' in-kind services, such as administrative or construction inspection services, shall meet OCTA CTFP Guidelines.

C. At no cost to LAGUNA NIGUEL, AGENCIES shall provide LAGUNA NIGUEL with current intersection, local field master and/or central system timing plans and related data no later than thirty (30) calendar days subsequent to the execution of this AGREEMENT, and updates as they occur within seven (7) calendar days of the event.

D. At no cost to LAGUNA NIGUEL, AGENCIES shall provide to LAGUNA NIGUEL appropriate documents to utilize in the design and construction of infrastructure

required to implement the desired coordinated and synchronized system and operations no later than thirty (30) calendar days subsequent to the execution of this AGREEMENT, and updates as they occur within seven (7) calendar days of the update.

E. AGENCIES shall waive all costs and fees related to any and all AGENCIES required encroachment and inspection permits required by the AGENCY for the construction phase of the PROJECT.

F. At no cost to LAGUNA NIGUEL, AGENCIES shall be responsible for coordinating the construction and/or installation of traffic control elements and other items within AGENCIES' own jurisdictions that are not requested by the AGENCIES and are NOT a part of the PROJECT Scope of Work but, by necessity, must be built concurrent with the PROJECT.

G. In the event of an unanticipated cost overrun, LAGUNA NIGUEL shall meet with all AGENCIES to resolve the cost overrun. Should the PARTIES be unable to come to a resolution of the cost overrun, the AGREEMENT will terminate.

H. AGENCIES shall provide a technical representative to meet and participate as a member of the PROJECT'S Traffic Forums.

I. AGENCIES shall authorize LAGUNA NIGUEL to manage, procure, implement, and complete all aspects of the PROJECT.

J. AGENCIES shall support the PROJECT'S implementation within the timeframe outlined in the Application and consistent with the CTFP Guidelines adopted by OCTA.

K. AGENCIES shall provide LAGUNA NIGUEL all current intersection as-built drawings, all current intersections controller assembly plans as provided by the manufacturer and modified by Party since original installation, local field master, local controller, and Advanced Traffic Management System timing plans and other ITS related data upon request.

L. AGENCIES shall provide updates to LAGUNA NIGUEL on the PROJECT as part of the semi-annual review process until completion of the three (3) year grant period for the PROJECT. Documents to be provided include, but are not limited to, payroll records, contracts pertinent to the PROJECT, and purchase orders pertinent to the

PROJECT.

M. AGENCIES shall provide LAGUNA NIGUEL with a combined dollar and in-kind services match, totaling at least twenty percent (20%) of actual PROJECT costs. The Application estimate this amount to be as shown in Attachment B. PARTIES shall work with LAGUNA NIGUEL to address and mitigate budget impacts. Failure to provide local dollar match and/or evidence of in-kind services match may result in the ineligibility of future participation in competitive funding opportunities.

N. AGENCIES shall provide payment for the dollar match to LAGUNA NIGUEL within thirty (30) calendar days of receipt of an invoice

O. AGENCIES shall provide documentation of conformance as part of the semi-annual review process or as requested by LAGUNA NIGUEL, or agents of LAGUNA NIGUEL, if included an in-kind services match, as identified in Attachment B.

P. AGENCIES shall waive all cost and fees related to any and all permits that may be required of the consultant, subconsultants, and/or service or equipment providers, if such permits are required to perform any PROJECT related work within its jurisdiction

Q. To review and approve in writing the traffic synchronization signal PS&E package within the respective jurisdiction within ten working days of receipt.

ARTICLE 5. MUTUAL RESPONSIBILITIES OF THE PARTIES

The PARTIES agree to the following mutual responsibilities:

A. The PARTIES shall cooperate and coordinate their staff, contractors and consultants, in providing the services and responsibilities required under this AGREEMENT to the extent practicable with respect to the performance of the PROJECT.

B. The PARTIES agree to work together in good faith, using reasonable efforts to resolve any unforeseen issues and disputes arising out of the performance of this AGREEMENT.

C. The PARTIES shall be responsible for obtaining required STATE permits for requested improvements for their agency's jurisdiction that are a part of the PROJECT Scope of Work on the STATE portions of Alicia Parkway within their respective

geographic jurisdictions.

D. This AGREEMENT may only be modified or amended upon written agreement of all PARTIES. All modifications, amendments, changes and revisions of this AGREEMENT in whole or in part, and from time to time, shall be binding upon the PARTIES, so long as the same shall be in writing and executed by the PARTIES. No waiver of any term or conditions of this AGREEMENT shall be a continuing waiver thereof.

E. Applicable Laws and Regulations: This AGREEMENT shall be governed by all applicable federal, state and local laws and regulations. The PARTIES warrant that in the performance of this AGREEMENT, each shall comply with all applicable federal, state and local laws, statutes and ordinances and all lawful orders, rules and regulations promulgated there under.

F. Any notice sent by first class mail, postage paid, to the address and addressee, shall be deemed to have been received three (3) business days after deposit in the U.S. Mail. The representatives of the PARTIES who are primarily responsible for the administration of this AGREEMENT, and to whom notices, demands and communications shall be given are as follows:

City of Laguna Niguel – Lead Agency
30111 Crown Valley Parkway
Laguna Niguel, CA 92677

Attention: Jason Jung
Principal Civil Engineer
Tel: (949) 362-4317
Email: jjung@cityoflagunaniguel.org

City of Aliso Viejo
12 Journey
Aliso Viejo, CA 92656

Attention: Shaun Pelletier
TITLE: Public Works Director/City Engineer
Tel: (949) 425-2533
Email: spelletier@avcity.org

City of Laguna Hills
24035 El Toro Rd
Laguna Hills, CA 92653

Attention: Joe Ames
TITLE: Assistant City Manager
Tel: (949) 707-2655
Email: james@lagunahillsca.gov

City of Mission Viejo
200 Civic Center
Mission Viejo, CA 92691

Attention: Mario Gutierrez
TITLE: Transportation Engineer, Traffic
Tel: (949) 470-3068
Email: mgutierrez@cityofmissionviejo.org

ARTICLE 6. DELEGATED AUTHORITY

The actions required to be taken by AGENCIES in the implementation of this Agreement are delegated to its City Manager, Director of Public Works, or designee, and the actions required to be taken by LAGUNA NIGUEL in the implementation of this Agreement are delegated to its City Manager, Director of Public Works, or designee. AGENCIES acknowledges this designation of authority is authorized under their respective local rules and regulations.

ARTICLE 7. AUDIT AND INSPECTION

LAGUNA NIGUEL and AGENCIES shall maintain a complete set of records in accordance with generally accepted accounting principles. Upon reasonable notice, AGENCIES shall permit the authorized representatives of the LAGUNA NIGUEL to inspect and audit all work, materials, payroll, book, accounts, and other data and records of AGENCIES for a period or five (5) years after final payment, final closeout, or until any on-going audit is completed, whichever is later. For purposes of audit, the date of completion of this Agreement shall be the date of the LAGUNA NIGUEL'S payment of consultant's final billing (so noted on the paid invoice) under this Agreement.

LAGUNA NIGUEL shall have the right to reproduce any such books, records, and accounts, The above provision with respect to audits shall extend to and/or be included in contracts with AGENCIES' contractor.

ARTICLE 8. INDEMNIFICATION

A. To the fullest extent permitted by Law, AGENCIES shall defend (at AGENCIES' sole cost and expense with legal counsel reasonably acceptable to LAGUNA NIGUEL), indemnify, protect, and hold harmless LAGUNA NIGUEL, and its officers, directors, employees, and agents (collectively the "Indemnified Parties"), from and against any and all liabilities, actions, suits, claims, demands, losses, costs, judgements, arbitration awards, settlements, damages, demands, orders, penalties, and expenses including legal costs and attorney fees (collectively "Claims"), including but not limited to Claims arising from injuries to or death of persons (AGENCIES employees included), for damage to property, including property owned by LAGUNA NIGUEL, or from any violation of any federal, state, or local law or ordinance, alleged to

be caused by the negligent acts, omissions or willful misconduct of AGENCIES its officers, directors, employees or gents in connection with or arising out of the performance of this Agreement.

B. To the fullest extent permitted by law, LAGUNA NIGUEL shall defend (at LAGUNA NIGUEL'S sole cost with legal counsel reasonably acceptable to AGENCIES), indemnify protect, and hold harmless AGENCIES, including their officers, directors, employees, and agents (collectively the "Indemnified Parties"), from and against any an all liabilities, actions, suits, claims, demands, losses, costs, judgements, arbitration awards, settlements, damages, demands, orders, penalties, and expenses including legal costs and attorney fees (collectively "Claims"). Including but not limited to Claims arising from injuries to or deaths by AGENCIES, or from any violation of federal, state, or local law or ordinance, alleged to be caused by the negligent acts, omissions or willful misconduct of LAGUNA NIGUEL, its officers, directors, employees or agents in connection with or arising out of the performance of this Agreement.

C. The indemnification and defense obligations of this Agreement shall survive its expiration or termination.

ARTICLE 9. ADDITIONAL PROVISIONS

A. Term of Agreement: This Agreement shall continue in full force and effect through June 30, 2028.

B. Amendment: This Agreement may be extended or amended at the mutual consent of all Parties hereto. No amendment shall have any force or effect unless executed in writing and approved as to form by AGENCIES' City Attorney and the City Attorney for LAGUNA NIGUEL.

C. Termination: In the event any Party defaults in the perform of their respective obligations under this agreement of breaches any of the provisions of the Agreement, a non-default in Party(s) shall have the option to terminate the Agreements upon thirty (30) calendar days prior written notice to the Party in default

D. Termination for Convenience: Any party may terminate this Agreement for convenience by providing thirty (30) calendar days prior written notice of its intent to terminate for convenience to the other Party

E. The Parties shall comply with all applicable federal, state and local laws,

statutes, ordinances and regulations of any governmental authority having jurisdiction over the PROJECT.

F. Legal Authority: The Parties hereto consent that they are authorized to execute this Agreement on behalf of said Parties and that, by so executing this Agreement, the Parties hereto are formally bound to the provisions of this Agreement.

G. Severability: If any term, provision, covenant or condition of this Agreement is held to be invalid, void or otherwise unenforceable, to any extent, by any court of competent jurisdiction, the remainder of this Agreement shall not be affected thereby, and each term, provision, covenant or condition of this Agreement shall be valid and enforceable to the fullest extent permitted by law.

H. Counterparts of Agreement: This Agreement may be executed and delivered in any number of counterparts, each of which, when executed and delivered shall be deemed an original and all of which together shall constitute the same Agreement. Facsimile signatures will be permitted.

I. Assignment: Neither this Agreement, nor any of the Parties' rights, obligations, duties, or authority hereunder may be assigned in whole or in part by any Party without the prior written consent of the other Party hereto in its sole and absolute discretion. Any such attempt of assignment shall be deemed void and of no force and effect. Consent to one (1) assignment shall not be deemed consent to any subsequent assignment, nor the waiver of any right to consent to such subsequent assignment.

J. Governing Law: The laws of the State of California and applicable local and federal laws, regulations and guidelines shall govern this Agreement. Any action brought relating to this Agreement shall be adjudicated in a court of competent jurisdiction in the County of Orange, State of California.

K. Litigation Fees: Should litigation arise out of this Agreement for the performance thereof, the court shall award costs and expenses, including attorney's fees, to the prevailing Party

L. Force Majeure: Either Party shall be excused from performing its obligations under this Agreement during the time and to the extent that it is prevented from performing by an unforeseeable cause beyond its control, including but not limited to; any incidence of fire, flood; acts of God; commandeering of material, products, plants

or facilities by the federal, state or local government; national fuel shortage; or a material act or omission by the other Party; when satisfactory evidence of such cause is presented to the other Party, and provided further that such nonperformance is unforeseeable, beyond the control and is not due to the fault or negligence of the Party not performing.

M. Disputes: The Parties agree to work together in good faith, using reasonable efforts to resolve any unforeseen issues and disputes arising out of the performance of this Agreement.

N. Obligations to Comply with Law: Nothing herein shall be deemed or construed to authorize or require any Party to issue bonds, notes or other evidences of indebtedness under the terms, in amounts, or for purposes other than as authorized by local, state or federal law.

O. Notices: Any notices, requests, or demands made between the Parties pursuant to this Agreement are to be directed to the contacts noted in Article 5, Paragraph E.

(Signature Page Follows)

This Agreement shall be made effective upon execution by both Parties. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed on the date of the last signature below.

CITY OF LAGUNA NIGUEL

By:

Gene Johns, Mayor

Dated:

CITY OF ALISO VIEJO

By:

Max Duncan, Mayor

Dated:

ATTEST:

By:

Marissa J. Asistin, City Clerk

Dated:

By:

Maria Ruano-Kendig, City Clerk

Dated:

APPROVED AS TO FORM:

By:

Scott C. Smith, City Attorney

Dated:

APPROVED AS TO FORM:

By:

Scott C. Smith, City Attorney

Dated:

The following two pages provide a comprehensive snapshot of the project across all agencies. In the subsequent sections, tables are presented for each individual agency.

ESTIMATED LOCAL MATCH COMMITMENT

SECTION 1: AGENCY TOTAL MATCH SUMMARY

AGENCY	CASH MATCH		IN-KIND MATCH*		TOTAL MATCH	
	PI	O & M	PI	O & M	PI	O & M
City of Aliso Viejo	$49,606.47	$4,700.00			$49,606.47	$4,700.00
	$54,306.47		**$0.00**		**$54,306.47**	
City of Laguna Hills	$155,426.86	$6,600.00	$4,080.00	$2,800.00	$159,506.86	$9,400.00
	$162,026.86		**$6,880.00**		**$168,906.86**	
City of Laguna Niguel	$198,562.50	$14,370.00	$8,600.00	$3,490.00	$207,162.50	$17,860.00
	$212,932.50		**$12,090.00**		**$225,022.50**	
City of Mission Viejo	$268,999.00	$14,240.00	$5,980.00	$10,200.00	$274,979.00	$24,440.00
	$283,239.00		**$16,180.00**		**$299,419.00**	
TOTAL MATCH	**$670,514,83**	**$38,030.00**	**$18,660.00**	**$16,490.00**	**$689,174.83**	**$54,520.00**
	$712,504.83		**$35,150.00**		**$747,654.83**	

**In-kind match may be converted to cash match if agency does not satisfy in-kind match commitment by the end of the respective phase. However, Cash Match is NOT allowed to be converted to in-kind match.*

SECTION 2: MATCH BREAKDOWN (CASH VS IN-KIND SERVICES)

A. Cash Match

AGENCY	FUNDING SOURCE	AMOUNT OF CASH DISTRIBUTION
City of Aliso Viejo	General Funds	$54,306.47
City of Laguna Hills	General Funds	$162,026.86
City of Laguna Niguel	General Funds	$212,932.50
City of Mission Viejo	General Funds	$283,239.00
TOTAL CASH MATCH:		**$712,504.83**

B. In-Kind Services

i. Specific Improvements (List Items and Cost):

AGENCY	IMPROVEMENT	DATE OF CONSTRUCTION	EXPENDITURE
N/A			
		TOTAL FOR SPECIFIC IMPROVEMENTS (i):	**N/A**

ii. Staffing Commitment:

AGENCY	STAFF POSITION	TYPE OF SERVICE TO PROJECT	NO. OF HOURS	FULLY BURDENED HOURLY RATE	TOTAL**
City of Laguna Hills	Traffic Engineer	Project Admin, Signal Timing & Design Review, Implementation & Operation	30	$100	$3,000.00
	PW Inspector	Project Inspection	12	$90	$1,080.00
	Traffic Systems Specialist (On-Call Team)	Signal Timing, Design Review, Implementation & Operations	10	$115	$1,150.00
	Information Technology Manager	System Integration	10	$100	$1,000.00
	Information Technology Specialist	System Integration	10`	$65	$650.00
				Total for City of Laguna Hills:	***$6,880.00***
City of Laguna Niguel	Traffic Engineer	Project Admin, Signal Timing & Design Review, Implementation & Operation	50	$100	$5,000.00
	Public Works Inspector	Project Inspection	40	$90	$3,600.00
	Traffic Systems Specialist (On-Call Team)	Signal Timing, Design Review, Implementation & Operations	16	$115	$1,840.00
	Information Technology Manager	System Integration	10	$100	$1,000.00
	Information Technology	System Integration	10	$65	$650.00

	Specialist				
				Total for City of Laguna Niguel:	***$12,090.00***
City of Mission Viejo	Traffic Engineer	Project Admin, Signal Timing & Design Review, Implementation & Operation	60	$100	$6,000.00
	Transportation Analyst	Project Admin, Signal Timing & Design Review, Implementation & Operation	60	$70	$4,200.00
	PW Inspector	Project Inspection	24	$90	$2,160.00
	Traffic Systems Specialist (On-Call Team)	Signal Timing, Design Review, Implementation & Operations	16	$115	$1,840.00
	Information Technology Manager	System Integration	12	$100	$1,200.00
	Information Technology Specialist	System Integration	12	$65	$780.00
				Total for City of Mission Viejo:	***$16,180.00***
				TOTAL STAFFING COMMITMENT (ii):	***$35,150.00***

TOTAL IN-KIND MATCH* (i + ii):	***$35,150.00***

***Total amount is the required participation by the identified agency. The number of hours and hourly rate will be based on each agency's actual fully burdened billing rates, which must collectively equal the same value of the assigned "Total" dollars. Each agency will be responsible for keeping detailed records of hours worked and description of work. An accounting record of personnel hours at fully burdened rate is expected to be included with the final submittal. Records will be subject to auditing.*

Begin Aliso Viejo's version of Attachment B

ESTIMATED LOCAL MATCH COMMITMENT

SECTION 1: AGENCY TOTAL MATCH SUMMARY

AGENCY	CASH MATCH		IN-KIND MATCH*		TOTAL MATCH	
	PI	O & M	PI	O & M	PI	O & M
City of Aliso Viejo	$49,606.47	$4,700.00			$49,606.47	$4,700.00
	$54,306.47		**$0.00**		**$54,306.47**	

**In-kind match may be converted to cash match if agency does not satisfy in-kind match commitment by the end of the respective phase. However, Cash Match is NOT allowed to be converted to in-kind match.*

SECTION 2: MATCH BREAKDOWN (CASH VS IN-KIND SERVICES)

A. Cash Match

AGENCY	FUNDING SOURCE	AMOUNT OF CASH DISTRIBUTION
City of Aliso Viejo	General Funds	$54,306.47

B. In-Kind Services

i. Specific Improvements (List Items and Cost):

AGENCY	IMPROVEMENT	DATE OF CONSTRUCTION	EXPENDITURE
N/A			
TOTAL FOR SPECIFIC IMPROVEMENTS (i):			**N/A**

ii. Staffing Commitment:

AGENCY	STAFF POSITION	TYPE OF SERVICE TO PROJECT	NO. OF HOURS	FULLY BURDENED HOURLY RATE	TOTAL**

***Total amount is the required participation by the identified agency. The number of hours and hourly rate will be based on each agency's actual fully burdened billing rates, which must collectively equal the same value of the assigned "Total" dollars. Each agency will be responsible for keeping detailed records of hours worked and description of work. An accounting record of personnel hours at fully burdened rate is expected to be included with the final submittal. Records will be subject to auditing.*

Begin Laguna Hills' version of Attachment B

ESTIMATED LOCAL MATCH COMMITMENT

SECTION 1: AGENCY TOTAL MATCH SUMMARY

AGENCY	CASH MATCH		IN-KIND MATCH*		TOTAL MATCH	
	PI	O & M	PI	O & M	PI	O & M
City of Laguna Hills	$155,426.86	$6,600.00	$4,080.00	$2,800.00	$159,506.86	$9,400.00
	$162,026.86		**$6,880.00**		**$168,906.86**	

**In-kind match may be converted to cash match if agency does not satisfy in-kind match commitment by the end of the respective phase. However, Cash Match is NOT allowed to be converted to in-kind match.*

SECTION 2: MATCH BREAKDOWN (CASH VS IN-KIND SERVICES)

A. Cash Match

AGENCY	FUNDING SOURCE	AMOUNT OF CASH DISTRIBUTION
City of Laguna Hills	General Funds	$162,026.86

B. In-Kind Services

i. Specific Improvements (List Items and Cost):

AGENCY	IMPROVEMENT	DATE OF CONSTRUCTION	EXPENDITURE
N/A			
TOTAL FOR SPECIFIC IMPROVEMENTS (i):			**N/A**

ii. Staffing Commitment:

AGENCY	STAFF POSITION	TYPE OF SERVICE TO PROJECT	NO. OF HOURS	FULLY BURDENED HOURLY RATE	TOTAL**
City of Laguna Hills	Traffic Engineer	Project Admin, Signal Timing & Design Review, Implementation & Operation	30	$100	$3,000.00
	PW Inspector	Project Inspection	12	$90	$1,080.00

	Traffic Systems Specialist (On-Call Team)	Signal Timing, Design Review, Implementation & Operations	10	$115	$1,150.00
	Information Technology Manager	System Integration	10	$100	$1,000.00
	Information Technology Specialist	System Integration	10`	$65	$650.00
				Total for City of Laguna Hills:	***$6,880.00***

***Total amount is the required participation by the identified agency. The number of hours and hourly rate will be based on each agency's actual fully burdened billing rates, which must collectively equal the same value of the assigned "Total" dollars. Each agency will be responsible for keeping detailed records of hours worked and description of work. An accounting record of personnel hours at fully burdened rate is expected to be included with the final submittal. Records will be subject to auditing.*

Begin Mission Viejo's version of Attachment B

ESTIMATED LOCAL MATCH COMMITMENT

SECTION 1: AGENCY TOTAL MATCH SUMMARY

AGENCY	CASH MATCH		IN-KIND MATCH*		TOTAL MATCH	
	PI	O & M	PI	O & M	PI	O & M
City of Mission Viejo	$268,999.00	$14,240.00	$5,980.00	$10,200.00	$274,979.00	$24,440.00
	$283,239.00		**$16,180.00**		**$299,419.00**	

**In-kind match may be converted to cash match if agency does not satisfy in-kind match commitment by the end of the respective phase. However, Cash Match is NOT allowed to be converted to in-kind match.*

SECTION 2: MATCH BREAKDOWN (CASH VS IN-KIND SERVICES)

A. Cash Match

AGENCY	FUNDING SOURCE	AMOUNT OF CASH DISTRIBUTION
City of Mission Viejo	General Funds	$283,239.00

B. In-Kind Services

i. Specific Improvements (List Items and Cost):

AGENCY	IMPROVEMENT	DATE OF CONSTRUCTION	EXPENDITURE
N/A			
TOTAL FOR SPECIFIC IMPROVEMENTS (i):			**N/A**

ii. Staffing Commitment:

AGENCY	STAFF POSITION	TYPE OF SERVICE TO PROJECT	NO. OF HOURS	FULLY BURDENED HOURLY RATE	TOTAL**
City of Mission Viejo	Traffic Engineer	Project Admin, Signal Timing & Design Review, Implementation & Operation	60	$100	$6,000.00
	Transportation Analyst	Project Admin, Signal Timing & Design Review,	60	$70	$4,200.00

		Implementation & Operation			
	PW Inspector	Project Inspection	24	$90	$2,160.00
	Traffic Systems Specialist (On-Call Team)	Signal Timing, Design Review, Implementation & Operations	16	$115	$1,840.00
	Information Technology Manager	System Integration	12	$100	$1,200.00
	Information Technology Specialist	System Integration	12	$65	$780.00
				Total for City of Mission Viejo:	***$16,180.00***

***Total amount is the required participation by the identified agency. The number of hours and hourly rate will be based on each agency's actual fully burdened billing rates, which must collectively equal the same value of the assigned "Total" dollars. Each agency will be responsible for keeping detailed records of hours worked and description of work. An accounting record of personnel hours at fully burdened rate is expected to be included with the final submittal. Records will be subject to auditing.*

City of Aliso Viejo
AGENDA ITEM

DATE: June 3, 2026

TO: Mayor and City Council

FROM: Shaun Pelletier, City Engineer

SUBJECT: AWARD CONTRACT TO GMU ENGINEERS & GEOLOGISTS FOR ON-CALL GEOTECHNICAL AND MATERIAL TESTING SERVICES

Recommended Action:

1. Award a contract to GMU Engineers & Geologists, Inc. (GMU) to perform geotechnical and materials testing services; and

2. Authorize the City Manager to execute a professional services contract with GMU for an amount not to exceed $200,000.

Fiscal Impact:

Fiscal impact for these services will be included within the budget of the capital improvement project (CIP) or paid by utility companies or developers for plan review and/or inspection.

Background:

The City's Capital Improvement Program includes street rehabilitation projects that focus on improving roadway conditions and extending the overall lifespan of the street network. These street rehabilitation projects require geotechnical or materials testing during construction to ensure proper performance and compliance with engineering standards. In addition, the City adopted a Quality Assurance Program (QAP) approved by Caltrans that will be utilized for any state or federally funded project. The QAP outlines when testing is required.

A request for proposal (RFP) was issued for on-call geotechnical and materials testing services on April 9, 2026, and was advertised on the City website. On April 29, 2026, staff received four (4) proposals for the requested services. Staff reviewed the proposals for their ability to perform the service, ability to meet time requirements, reference checks, and reasonableness of cost.

Staff ranked the firms as follows:

1. GMU Engineers & Geologists, Inc.
2. MTGL
3. AESCO
4. TGR

Discussion:

Staff requires a consultant capable of performing geotechnical or materials testing services to ensure construction is in compliance with the contract documents. This is particularly important for state or federally funded projects which will use the QAP. Without proper documentation of materials being installed, it is possible that the costs would not be reimbursed by the grant program.

Staff recommends GMU to perform the geotechnical and materials testing services because of their experience in providing such services for the other cities in southern California including Laguna Niguel, Rancho Santa Margarita, Dana Point, and Newport Beach. The GMU staff are familiar with Aliso Viejo by being the current on-call geotechnical consultant. The City will also select MTGL and award a separate contract with MTGL for this service as a back-up in the event there is a potential conflict of interest for any project.

GMU will provide the requested services as needed for upcoming capital improvement or development projects for approximately $200,000 through fiscal year 2028-29. Geotechnical and Material Testing can range between $20,000 to $30,000 for each project depending on the complexity of the project. The City currently averages up to two street projects each fiscal year. GMU will also be used to perform material testing for utility work, which will be paid through deposit accounts funded by the utility company. The initial term of the contract will be from July 1, 2026, through June 30, 2029. The City has the option to renew the Agreement for two (2) additional one-year terms.

Attachment:

1. Contract with GMU

CITY OF ALISO VIEJO
PROFESSIONAL SERVICES AGREEMENT
FOR
ON-CALL GEOTECHNICAL AND MATERIAL TESTING SERVICES

1. PARTIES AND DATE.

This Agreement is made and entered into this _____ day of _____, 2026, by and between the City of Aliso Viejo, a municipal corporation organized under the laws of the State of California with its principal place of business at 12 Journey, Suite 100, Aliso Viejo, California 92656 ("City") and **GMU Engineers & Geologists**, a **corporation**, with its principal place of business at **30336 Esperanza, Rancho Santa Margarita, CA 92688** ("Consultant"). City and Consultant are sometimes individually referred to herein as "Party" and collectively as "Parties."

2. RECITALS.

2.1 Consultant.

Consultant desires to perform and assume responsibility for the provision of professional **Geotechnical and Material Testing** consultant services required by the City on the terms and conditions set forth in this Agreement. Consultant represents that it is experienced in providing professional **Geotechnical and Material Testing** consultant services to public clients, is licensed in the State of California, and is familiar with the plans of City.

2.2 Project.

City desires to engage Consultant to render such services for the **On-Call Geotechnical and Material Testing** project ("Project") as set forth in this Agreement.

3. TERMS.

3.1 Scope of Services and Term.

3.1.1 General Scope of Services. Consultant promises and agrees to furnish to the City all labor, materials, tools, equipment, services, and incidental and customary work necessary to fully and adequately supply the professional **Geotechnical and Material Testing** consultant services necessary for the Project ("Services"). The Services are more particularly described in Exhibit "A" attached hereto and incorporated herein by reference. All Services shall be subject to, and performed in accordance with, this Agreement, the exhibits attached hereto and incorporated herein by reference, and all applicable local, state and federal laws, rules and regulations.

3.1.2 Term. The term of this Agreement shall be from **July 1, 2026** to **June 30, 2029**, unless earlier terminated as provided herein. The City Manager shall have the unilateral option, at its sole discretion, to renew this Agreement annually for no more than two additional one-year terms. Consultant shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines.

3.2 Responsibilities of Consultant.

3.2.1 Control and Payment of Subordinates; Independent Contractor. The Services shall be performed by Consultant or under its supervision. Consultant will determine the means, methods and details of performing the Services subject to the requirements of this Agreement. City retains Consultant on an independent contractor basis and not as an employee. Consultant shall complete, execute, and submit to City a Request for Taxpayer Identification Number and Certification (IRS FormW-9) prior to commencement of any Services under this Agreement. Neither City, nor any of its officials, officers, directors, employees or agents shall have control over the conduct of Consultant or any of Consultant's officers, employees, or agents, except as set forth in this Agreement. Consultant retains the right to perform similar or different services for others during the term of this Agreement. Any additional personnel performing the Services under this Agreement on behalf of Consultant shall also not be employees of City and shall at all times be under Consultant's exclusive direction and control. Consultant shall pay all wages, salaries, and other amounts due such personnel in connection with their performance of Services under this Agreement and as required by law. Consultant shall be responsible for all reports and obligations respecting such additional personnel, including, but not limited to: social security taxes, income tax withholding, unemployment insurance, disability insurance, and workers' compensation insurance.

3.2.2 Schedule of Services.

3.2.2.1 Consultant shall perform the Services expeditiously, within the term of this Agreement, and in accordance with the Schedule of Services set forth in Exhibit "B" attached hereto and incorporated herein by reference. Consultant represents that it has the professional and technical personnel required to perform the Services in conformance with such conditions. In order to facilitate Consultant's conformance with the Schedule, City shall respond to Consultant's submittals in a timely manner. Upon request of City, Consultant shall provide a more detailed schedule of anticipated performance to meet the Schedule of Services.

3.2.2.2 Neither City nor Consultant shall be considered in default of this Agreement for delays in performance caused by circumstances beyond the reasonable control of the non-performing Party. For purposes of this Agreement, such circumstances include a Force Majeure Event. A Force Majeure Event shall mean an event that materially affects a Party's performance and is one or more of the following: (1) Acts of God or other natural disasters; (2) terrorism or other acts of a public enemy; (3) orders of governmental authorities (including, without limitation, unreasonable and unforeseeable delay in the issuance of permits or approvals by governmental authorities that are required for the Services); (4) strikes and other organized labor action occurring at the site and the effects thereof on the Services, only to the extent such strikes and other organized labor action are beyond the control of Consultant and its subcontractors, and to the extent the effects thereof cannot be avoided by use of replacement workers; and (5) pandemics, epidemics or quarantine restrictions. For purposes of this section, "orders of governmental authorities," includes ordinances, emergency proclamations and orders, rules to protect the public health, welfare and safety, and other actions of a public agency applicable to the Services and Agreement.

3.2.2.3 Should a Force Majeure Event occur, the non-performing Party shall, within a reasonable time of being prevented from performing, give written notice to the other Party describing the circumstances preventing continued performance and the efforts being made to resume performance of this Agreement. Force Majeure Events and/or delays, regardless of the Party responsible for the delay, shall not entitle Consultant to any additional compensation. Notwithstanding the foregoing in this section, the City may still terminate this Agreement in accordance with the termination provisions of this Agreement.

3.2.3 Conformance to Applicable Requirements. All work prepared by Consultant shall be subject to the approval of City.

3.2.4 Substitution of Key Personnel. Consultant has represented to City that certain key personnel will perform and coordinate the Services under this Agreement. Should one or more of such personnel become unavailable, Consultant may substitute other personnel of at least equal competence upon written approval of City. In the event that City and Consultant cannot agree as to the substitution of key personnel, City shall be entitled to terminate this Agreement for cause. As discussed below, any personnel who fail or refuse to perform the Services in a manner acceptable to the City, or who are determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project or a threat to the safety of persons or property, shall be promptly removed from the Project by the Consultant at the request of the City. The key personnel for performance of this Agreement are as follows: **Roger Schlierkamp**.

3.2.5 City's Representative. The City hereby designates the City Manager, or his or her designee, to act as its representative for the performance of this Agreement ("City's Representative"). City's Representative shall have the power to act on behalf of the City for all purposes under this Contract. The City Manager hereby designates **Public Works Director/City Engineer**, or his or her designee, as the City's contact for the implementation of the Services hereunder. Consultant shall not accept direction or orders from any person other than the City's Representative or his or her designee.

3.2.6 Consultant's Representative. Consultant hereby designates **Rogier Schlierkamp**, or his or her designee, to act as its representative for the performance of this Agreement ("Consultant's Representative"). Consultant's Representative shall have full authority to represent and act on behalf of the Consultant for all purposes under this Agreement. The Consultant's Representative shall supervise and direct the Services, using his best skill and attention, and shall be responsible for all means, methods, techniques, sequences and procedures and for the satisfactory coordination of all portions of the Services under this Agreement.

3.2.7 Coordination of Services. Consultant agrees to work closely with City staff in the performance of Services and shall be available to City's staff, consultants and other staff at all reasonable times.

3.2.8 Standard of Care; Performance of Employees. Consultant shall perform all Services under this Agreement in a skillful and competent manner, consistent with the standards generally recognized as being employed by professionals in the same discipline in the State of California. Consultant represents and maintains that it is skilled in the professional

calling necessary to perform the Services. Consultant warrants that all employees and subconsultants shall have sufficient skill and experience to perform the Services assigned to them. Finally, Consultant represents that it, its employees and subconsultants have all licenses, permits, qualifications and approvals of whatever nature that are legally required to perform the Services and that such licenses and approvals shall be maintained throughout the term of this Agreement. As provided for in the indemnification provisions of this Agreement, Consultant shall perform, at its own cost and expense and without reimbursement from the City, any services necessary to correct errors or omissions which are caused by the Consultant's failure to comply with the standard of care provided for herein. Any employee of the Consultant or its sub-consultants who is determined by the City to be uncooperative, incompetent, a threat to the adequate or timely completion of the Project, a threat to the safety of persons or property, or any employee who fails or refuses to perform the Services in a manner acceptable to the City, shall be promptly removed from the Project by the Consultant and shall not be re-employed to perform any of the Services or to work on the Project.

3.2.9 Laws and Regulations. Consultant shall keep itself fully informed of and in compliance with all local, state and federal laws, rules and regulations in any manner affecting the performance of the Project or the Services, including all Cal/OSHA requirements, and shall give all notices required by law. Consultant shall be liable for all violations of such laws and regulations in connection with Services. If the Consultant performs any work knowing it to be contrary to such laws, rules and regulations, Consultant shall be solely responsible for all costs arising therefrom. Consultant shall defend, indemnify and hold City, its officials, directors, officers, employees and agents free and harmless, pursuant to the indemnification provisions of this Agreement, from any claim or liability arising out of any failure or alleged failure to comply with such laws, rules or regulations.

3.2.10 Insurance.

3.2.10.1 Time for Compliance. Consultant shall not commence Work under this Agreement until it has provided evidence satisfactory to the City that it has secured all insurance required under this section. In addition, Consultant shall not allow any subconsultant to commence work on any subcontract until it has provided evidence satisfactory to the City that the subconsultant has secured all insurance required under this section.

3.2.10.2 Types of Insurance Required. As a condition precedent to the effectiveness of this Agreement for work to be performed hereunder and without limiting the indemnity provisions of the Agreement, the Consultant in partial performance of its obligations under such Agreement, shall procure and maintain in full force and effect during the term of the Agreement, the following policies of insurance. If the existing policies do not meet the Insurance Requirements set forth herein, Consultant agrees to amend, supplement or endorse the policies to do so.

(a) Commercial General Liability: Commercial General Liability Insurance which affords coverage at least as broad as Insurance Services Office "occurrence" form CG 0001, with minimum limits of at least $1,000,000 per occurrence, and if written with an

aggregate, the aggregate shall be double the per occurrence limit. Defense costs shall be paid in addition to the limits.

The policy shall contain no endorsements or provisions limiting coverage for (1) contractual liability; (2) cross liability exclusion for claims or suits by one insured against another; or (3) contain any other exclusion contrary to the Agreement.

(b) Automobile Liability Insurance: Automobile Liability Insurance with coverage at least as broad as Insurance Services Office Form CA 0001 covering "Any Auto" (Symbol 1) with minimum limits of $1,000,000 each accident.

(c) Contractors Pollution Liability: (if necessary)

Contractors Pollution Liability Insurance covering all of the contractor's operations to include onsite and offsite coverage for bodily injury (including death and mental anguish), property damage, defense costs and cleanup costs with minimum limits of $5 million per loss and $10 million total all losses. The policy shall contain no endorsements or provisions limiting contractual liability or coverage for cross liability of claims or suits by one insured against another.

If coverage is written on a claims-made basis, the retroactive date shall precede the effective date of the initial Agreement and continuous coverage will be maintained or an extended reporting period will be exercised for a period of at least three (3) years from termination or expiration of this Agreement.

(d) Professional Liability: Professional Liability insurance with minimum limits of $1,000,000. Covered professional services shall specifically include all work to be performed under the Agreement and delete any exclusions that may potentially affect the work to be performed (for example, any exclusions relating to lead, asbestos, pollution, testing, underground storage tanks, laboratory analysis, soil work, etc.).

If coverage is written on a claims-made basis, the retroactive date shall precede the effective date of the initial Agreement and continuous coverage will be maintained or an extended reporting period will be exercised for a period of at least three (3) years from termination or expiration of this Agreement.

(e) Workers' Compensation: Workers' Compensation Insurance, as required by the State of California and Employer's Liability Insurance with a limit of not less than $1,000,000 per accident for bodily injury and disease.

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

(a) The policy or policies of insurance required by Section 3.2.10.2 (a) Commercial General Liability and (c) Contractor's Pollution Liability shall be endorsed to provide the following:

(1) Additional Insured: The City of Aliso Viejo, its officials, officers, employees, agents, and volunteers shall be additional insureds with regard to liability and defense of suits or claims arising out of the performance of the Agreement.

Additional Insured Endorsements shall not (1) be restricted to "ongoing operations"; (2) exclude "contractual liability"; (3) restrict coverage to "sole" liability of Consultant; or (4) contain any other exclusions contrary to the Agreement.

(2) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

(b) The policy or policies of insurance required by Section 3.2.10.2 (b) Automobile Liability and (d) Professional Liability shall be endorsed to provide the following:

(1) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

(c) The policy or policies of insurance required by Section 3.2.10.2 (e) Workers' Compensation shall be endorsed to provide the following:

(1) Waiver of Subrogation: A waiver of subrogation stating that the insurer waives all rights of subrogation against the indemnified parties.

(2) Cancellation: Required insurance policies shall not be canceled or the coverage reduced until a thirty (30) day written notice of cancellation has been served upon the City except ten (10) days shall be allowed for non-payment of premium.

3.2.10.4 Primary and Non-Contributing Insurance. All insurance coverages shall be primary and any other insurance, deductible, or self-insurance maintained by the indemnified parties shall not contribute with this primary insurance. Policies shall contain or be endorsed to contain such provisions.

3.2.10.5 Waiver of Subrogation. Required insurance coverages shall not prohibit Consultant from waiving the right of subrogation prior to a loss. Consultant shall waive all subrogation rights against the indemnified parties. Policies shall contain or be endorsed to contain such provisions.

3.2.10.6 Deductible. Any deductible or self-insured retention must be approved in writing by the City and shall protect the indemnified parties in the same manner and to the same extent as they would have been protected had the policy or policies not contained a deductible or self-insured retention.

3.2.10.7 Evidence of Insurance. The Consultant, concurrently with the execution of the Agreement, and as a condition precedent to the effectiveness thereof, shall deliver either certified copies of the required policies, or original certificates and endorsements on forms approved by the City. The certificates and endorsements for each insurance policy shall be signed by a person authorized by that insurer to bind coverage on its behalf. At least fifteen (15 days) prior to the expiration of any such policy, evidence of insurance showing that such insurance coverage has been renewed or extended shall be filed with the City. If such coverage is cancelled or reduced, Consultant shall, within ten (10) days after receipt of written notice of such cancellation or reduction of coverage, file with the City evidence of insurance showing that the required insurance has been reinstated or has been provided through another insurance company or companies.

3.2.10.8 Failure to Maintain Coverage. Consultant agrees to suspend and cease all operations hereunder during such period of time as the required insurance coverage is not in effect and evidence of insurance has not been furnished to the City. The City shall have the right to withhold any payment due Consultant until Consultant has fully complied with the insurance provisions of this Agreement.

In the event that the Consultant's operations are suspended for failure to maintain required insurance coverage, the Consultant shall not be entitled to an extension of time for completion of the Services because of production lost during suspension.

3.2.10.9 Acceptability of Insurers. Each such policy shall be from a company or companies with a current A.M. Best's rating of no less than A:VII and authorized to do business in the State of California, or otherwise allowed to place insurance through surplus line brokers under applicable provisions of the California Insurance Code or any federal law.

3.2.10.10 Insurance for Subconsultants. All Subconsultants shall be included as additional insureds under the Consultant's policies, or the Consultant shall be responsible for causing Subconsultants to purchase the appropriate insurance in compliance with the terms of these Insurance Requirements, including adding the City as an Additional Insured to the Subconsultant's policies.

3.2.11 Safety. Consultant shall execute and maintain its work so as to avoid injury or damage to any person or property. In carrying out its Services, the Consultant shall at all times be in compliance with all applicable local, state and federal laws, rules and regulations, and shall exercise all necessary precautions for the safety of employees appropriate to the nature of the work and the conditions under which the work is to be performed. Safety precautions where applicable shall include, but shall not be limited to: (A) adequate life protection and life saving equipment and procedures; (B) instructions in accident prevention for all employees and subconsultants, such as safe walkways, scaffolds, fall protection ladders, bridges, gang planks, confined space procedures, trenching and shoring, equipment and other safety devices, equipment and wearing apparel as are necessary or lawfully required to prevent accidents or injuries; and (C) adequate facilities for the proper inspection and maintenance of all safety measures.

3.3 Fees and Payments.

3.3.1 Compensation. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this Agreement at the rates set forth in Exhibit "C" attached hereto and incorporated herein by reference. The total compensation shall not exceed **Two Hundred Thousand Dollars** (**$200,000.00**) ("Total Compensation") without written approval of City's **City Manager**. Extra Work may be authorized, as described below, and if authorized, will be compensated at the rates and manner set forth in this Agreement.

3.3.2 Payment of Compensation.

Consultant shall submit to City a monthly itemized statement which indicates work completed and hours of Services rendered by Consultant. The statement shall describe the amount of Services and supplies provided since the initial commencement date, or since the start of the subsequent billing periods, as appropriate, through the date of the statement. City shall, within 45 days of receiving such statement, review the statement and pay all non-disputed and approved charges thereon.

3.3.3 Reimbursement for Expenses. Consultant shall not be reimbursed for any expenses unless authorized in writing by City.

3.3.4 Extra Work. At any time during the term of this Agreement, City may request that Consultant perform Extra Work. As used herein, "Extra Work" means any work which is determined by City to be necessary for the proper completion of the Project, but which the Parties did not reasonably anticipate would be necessary at the execution of this Agreement. Consultant shall not perform, nor be compensated for, Extra Work without written authorization from the City.

3.3.5 Prevailing Wages; DIR Registration.

3.3.5.1 Consultant is aware of the requirements of California Labor Code Section 1720, et seq., and 1770, et seq., as well as California Code of Regulations, Title 8, Section 16000, et seq., ("Prevailing Wage Laws"), which require the payment of prevailing wage rates and the performance of other requirements on "public works" and "maintenance" projects.

If the Services are being performed as part of an applicable "public works" or "maintenance" project, as defined by the Prevailing Wage Laws, and if the total compensation is $1,000 or more, Consultant agrees to fully comply with such Prevailing Wage Laws. City shall provide Consultant with a copy of the prevailing rates of per diem wages in effect at the commencement of this Agreement. Consultant shall make copies of the prevailing rates of per diem wages for each craft, classification or type of worker needed to execute the Services available to interested parties upon request, and shall post copies at the Consultant's principal place of business and at the project site. It is the intent of the parties to effectuate the requirements of sections 1771, 1774, 1775, 1776, 1777.5, 1813, and 1815 of the Labor Code within this Agreement, and Consultant shall therefore comply with such Labor Code sections to the fullest extent required by law. Consultant shall defend, indemnify and hold the City, its elected officials, officers, employees and agents free and harmless from any claim or liability arising out of any failure or alleged failure to comply with the Prevailing Wage Laws.

3.3.5.2 If the Services are being performed as part of an applicable "public works" or "maintenance" project, in addition to the foregoing, then pursuant to Labor Code sections 1725.5 and 1771.1, the Consultant and all subconsultants must be registered with the Department of Industrial Relations ("DIR"). Consultant shall maintain registration for the duration of the project and require the same of any subconsultants. This project may also be subject to compliance monitoring and enforcement by the DIR. It shall be Contractor's sole responsibility to comply with all applicable registration and labor compliance requirements, including the submission of payroll records directly to the DIR.

3.4 Accounting Records.

3.4.1 Maintenance and Inspection. Consultant shall maintain complete and accurate records with respect to all costs and expenses incurred under this Agreement. All such records shall be clearly identifiable. Consultant shall allow a representative of City during normal business hours to examine, audit, and make transcripts or copies of such records and any other documents created pursuant to this Agreement. Consultant shall allow inspection of all work, data, documents, proceedings, and activities related to the Agreement for a period of three (3) years from the date of final payment under this Agreement.

3.5 General Provisions.

3.5.1 Termination of Agreement.

3.5.1.1 Grounds for Termination. City may, by written notice to Consultant, terminate the whole or any part of this Agreement at any time and without cause by giving written notice to Consultant of such termination, and specifying the effective date thereof, at least seven (7) days before the effective date of such termination. Upon termination, Consultant shall be compensated only for those services which have been adequately rendered to City, and Consultant shall be entitled to no further compensation. Consultant may not terminate this Agreement except for cause. The rights and remedies of the City provided in this section shall not be exclusive and are in addition to any other rights and remedies provided by law, equity or under this Agreement.

3.5.1.2 Effect of Termination. If this Agreement is terminated as provided herein, City may require Consultant to provide all finished or unfinished Documents and Data and other information of any kind prepared by Consultant in connection with the performance of Services under this Agreement. Consultant shall be required to provide such document and other information within fifteen (15) days of the request.

3.5.1.3 Additional Services. In the event this Agreement is terminated in whole or in part as provided herein, City may procure, upon such terms and in such manner as it may determine appropriate, services similar to those terminated.

3.5.2 Delivery of Notices. All notices permitted or required under this Agreement shall be given to the respective parties at the following address, or at such other address as the respective parties may provide in writing for this purpose:

Consultant:

GMU Engineers & Geologists
30336 Esperanza,
Rancho Santa Margarita, CA 92688

City:

City of Aliso Viejo
12 Journey, Suite 100
Aliso Viejo, CA 92656
Attn: **Shaun Pelletier, Public Works Department**

Such notice shall be deemed made when personally delivered or when mailed, forty-eight (48) hours after deposit in the U.S. Mail, first class postage prepaid and addressed to the party at its applicable address. Actual notice shall be deemed adequate notice on the date actual notice occurred, regardless of the method of service.

3.5.3 Ownership of Materials and Confidentiality.

3.5.3.1 Documents & Data; Licensing of Intellectual Property. This Agreement creates a non-exclusive and perpetual license for City to copy, use, modify, reuse, or sublicense any and all copyrights, designs, and other intellectual property embodied in plans, specifications, studies, drawings, estimates, and other documents or works of authorship fixed in any tangible medium of expression, including but not limited to, physical drawings or data magnetically or otherwise recorded on computer diskettes, which are prepared or caused to be prepared by Consultant under this Agreement ("Documents & Data"). Consultant shall require all subconsultants to agree in writing that City is granted a non-exclusive and perpetual license for any Documents & Data the subconsultant prepares under this Agreement. Consultant represents and warrants that Consultant has the legal right to license any and all Documents & Data. Consultant makes no such representation and warranty in regard to Documents & Data which were prepared by design professionals other than Consultant or provided to Consultant by the City. City shall not be limited in any way in its use of the Documents and Data at any time,

provided that any such use not within the purposes intended by this Agreement shall be at City's sole risk.

3.5.3.2 Confidentiality. All ideas, memoranda, specifications, plans, procedures, drawings, descriptions, computer program data, input record data, written information, and other Documents and Data either created by or provided to Consultant in connection with the performance of this Agreement shall be held confidential by Consultant. Such materials shall not, without the prior written consent of City, be used by Consultant for any purposes other than the performance of the Services. Nor shall such materials be disclosed to any person or entity not connected with the performance of the Services or the Project. Nothing furnished to Consultant which is otherwise known to Consultant or is generally known, or has become known, to the related industry shall be deemed confidential. Consultant shall not use City's name or insignia, photographs of the Project, or any publicity pertaining to the Services or the Project in any magazine, trade paper, newspaper, television or radio production or other similar medium without the prior written consent of City.

3.5.3.3 Confidential Information. The City shall refrain from releasing Consultant's proprietary information ("Proprietary Information") unless the City's legal counsel determines that the release of the Proprietary Information is required by the California Public Records Act or other applicable state or federal law, or order of a court of competent jurisdiction, in which case the City shall notify Consultant of its intention to release Proprietary Information. Consultant shall have five (5) working days after receipt of the Release Notice to give City written notice of Consultant's objection to the City's release of Proprietary Information. Consultant shall indemnify, defend and hold harmless the City, and its officers, directors, employees, and agents from and against all liability, loss, cost or expense (including attorney's fees) arising out of a legal action brought to compel the release of Proprietary Information. City shall not release the Proprietary Information after receipt of the Objection Notice unless either: (1) Consultant fails to fully indemnify, defend (with City's choice of legal counsel), and hold City harmless from any legal action brought to compel such release; and/or (2) a final and non-appealable order by a court of competent jurisdiction requires that City release such information.

3.5.4 Fraud Policy. Consultant shall provide a copy of the City's Fraud Prevention Policy to each of its employees assigned to perform Services under this Agreement. Consultant shall submit to the City a statement signed by an authorized representative for Consultant certifying receipt of the City's Fraud Prevention Policy. A finding by the City that any of Consultant's employees have committed fraud against the City or have violated the City's Fraud Prevention Policy shall be grounds for appropriate discipline, up to and including such employee's removal from performance of this Agreement at City's request and/or termination of this Agreement. Consultant shall reimburse the City for any costs and expenses associated with fraud against the City.

3.5.5 Cooperation; Further Acts. The Parties shall fully cooperate with one another, and shall take any additional acts or sign any additional documents as may be necessary, appropriate or convenient to attain the purposes of this Agreement.

3.5.6 Attorney's Fees. If either party commences an action against the other party, either legal, administrative or otherwise, arising out of or in connection with this

Agreement, the prevailing party in such litigation shall be entitled to have and recover from the losing party reasonable attorney's fees and all other costs of such action.

3.5.7 Indemnification.

3.5.7.1 To the fullest extent permitted by law, Consultant shall defend (with counsel of City's choosing), indemnify and hold the City, its officials, officers, employees, volunteers and agents free and harmless from any and all claims, demands, causes of action, costs, expenses, liability, loss, damage or injury of any kind, in law or equity, to property or persons, including wrongful death, in any manner arising out of, pertaining to, or incident to any alleged acts, errors or omissions, or willful misconduct of Consultant, its officials, officers, employees, subcontractors, consultants or agents in connection with the performance of the Consultant's Services, the Project or this Agreement, including without limitation the payment of all damages, expert witness fees and attorneys fees and other related costs and expenses except such loss or damage caused by the sole negligence or willful misconduct of the City. Consultant's obligation to indemnify shall survive expiration or termination of this Agreement and shall not be restricted to insurance proceeds, if any, received by the Consultant or the City, its officials, officers, employees, agents or volunteers.

3.5.7.2 If Consultant's obligation to defend, indemnify, and/or hold harmless arises out of Consultant's performance as a "design professional" (as that term is defined under Civil Code section 2782.8), then, and only to the extent required by Civil Code section 2782.8, which is fully incorporated herein, Consultant's indemnification obligation shall be limited to claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, and, upon Consultant obtaining a final adjudication by a court of competent jurisdiction, Consultant's liability for such claim, including the cost to defend, shall not exceed the Consultant's proportionate percentage of fault.

3.5.8 Entire Agreement. This Agreement contains the entire Agreement of the parties with respect to the subject matter hereof, and supersedes all prior negotiations, understandings or agreements. This Agreement may only be modified by a writing signed by both parties.

3.5.9 Governing Law. This Agreement shall be governed by the laws of the State of California. Venue shall be in Orange County.

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

3.6 City's Right to Employ Other Consultants. City reserves right to employ other consultants in connection with this Project.

3.7 Successors and Assigns. This Agreement shall be binding on the successors and assigns of the parties.

3.8 Assignment or Transfer. Consultant shall not assign, hypothecate, or transfer, either directly or by operation of law, this Agreement or any interest herein without the prior written consent of the City. Any attempt to do so shall be null and void, and any assignees,

hypothecates or transferees shall acquire no right or interest by reason of such attempted assignment, hypothecation or transfer.

3.9 Construction; References; Captions. Since the Parties or their agents have participated fully in the preparation of this Agreement, the language of this Agreement shall be construed simply, according to its fair meaning, and not strictly for or against any Party. Any term referencing time, days or period for performance shall be deemed calendar days and not work days. All references to Consultant include all personnel, employees, agents, and subconsultants of Consultant, except as otherwise specified in this Agreement. All references to City include its elected officials, officers, employees, agents, and volunteers except as otherwise specified in this Agreement. The captions of the various articles and paragraphs are for convenience and ease of reference only, and do not define, limit, augment, or describe the scope, content, or intent of this Agreement.

3.10 Amendment; Modification. No supplement, modification, or amendment of this Agreement shall be binding unless executed in writing and signed by both Parties.

3.11 Waiver. No waiver of any default shall constitute a waiver of any other default or breach, whether of the same or other covenant or condition. No waiver, benefit, privilege, or service voluntarily given or performed by a Party shall give the other Party any contractual rights by custom, estoppel, or otherwise.

3.12 No Third Party Beneficiaries. There are no intended third party beneficiaries of any right or obligation assumed by the Parties.

3.13 Invalidity; Severability. If any portion of this Agreement is declared invalid, illegal, or otherwise unenforceable by a court of competent jurisdiction, the remaining provisions shall continue in full force and effect.

3.14 Prohibited Interests. Consultant maintains and warrants that it has not employed nor retained any company or person, other than a bona fide employee working solely for Consultant, to solicit or secure this Agreement. Further, Consultant warrants that it has not paid nor has it agreed to pay any company or person, other than a bona fide employee working solely for Consultant, any fee, commission, percentage, brokerage fee, gift or other consideration contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, City shall have the right to rescind this Agreement without liability. For the term of this Agreement, no member, officer or employee of City, during the term of his or her service with City, shall have any direct interest in this Agreement, or obtain any present or anticipated material benefit arising therefrom.

3.15 Equal Opportunity Employment. Consultant represents that it is an equal opportunity employer and it shall not discriminate against any subconsultant, employee or applicant for employment because of race, religion, color, national origin, handicap, ancestry, sex or age. Such non-discrimination shall include, but not be limited to, all activities related to initial employment, upgrading, demotion, transfer, recruitment or recruitment advertising, layoff or termination. Consultant shall also comply with all relevant provisions of City's Minority

Business Enterprise program, Affirmative Action Plan or other related programs or guidelines currently in effect or hereinafter enacted.

3.16 **Labor Certification**. By its signature hereunder, Consultant certifies that it is aware of the provisions of Section 3700 of the California Labor Code which require every employer to be insured against liability for Worker's Compensation or to undertake self-insurance in accordance with the provisions of that Code, and agrees to comply with such provisions before commencing the performance of the Services.

3.17 **Authority to Enter Agreement**. Consultant has all requisite power and authority to conduct its business and to execute, deliver, and perform the Agreement. Each Party warrants that the individuals who have signed this Agreement have the legal power, right, and authority to make this Agreement and bind each respective Party.

3.18 **Counterparts**. This Agreement may be signed in counterparts, each of which shall constitute an original.

3.19 **Declaration of Political Contributions**. Consultant shall, throughout the term of this Agreement, submit to City an annual statement in writing declaring any political contributions of money, in-kind services, or loan made to any member of the City Council within the previous twelve-month period by the Consultant and all of Consultant's employees, including any employee(s) that Consultant intends to assign to perform the Services described in this Agreement.

3.20 Subcontracting.

3.20.1 Prior Approval Required. Consultant shall not subcontract any portion of the work required by this Agreement, except as expressly stated herein, without prior written approval of City. Subcontracts, if any, shall contain a provision making them subject to all provisions stipulated in this Agreement.

[Signatures on following page.]

SIGNATURE PAGE TO PROFESSIONAL SERVICES AGREEMENT BETWEEN THE CITY OF ALISO VIEJO AND GMU ENGINEERS & GEOLOGISTS

IN WITNESS WHEREOF, the parties have executed this Professional Services Agreement on this ____ day of _____, 2026.

CITY OF ALISO VIEJO

Approved:

By: _____
Brett Channing
City Manager

ATTEST:

By: _____
Maria Ruano-Kendig
City Clerk

APPROVED AS TO FORM:

_____
Best Best & Krieger LLP
City Attorney

APPROVED AS TO COMPLIANCE WITH BUDGET

By: _____
Ann Eifert
Director of Financial Services

GMU ENGINEERS & GEOLOGISTS

[If Corporation, TWO SIGNATURES, President OR Vice President AND Secretary OR Treasurer REQUIRED]

By: _____

Its: _____

Printed Name: _____

By: _____

Its: _____

Printed Name: _____

CITY OF ALISO VIEJO

DECLARATION OF POLITICAL CONTRIBUTIONS

Using the space provided below, please list any political contributions of money, in-kind services, or loans made to any member of the City Council within the last twelve (12) months by Consultant and all of Consultant's employees, including any employee(s) that applicant intends to assign to perform the work or services described in this Agreement:

_____

_____

_____

_____

_____

_____

_____

To the best of my knowledge, I declare under penalty of perjury that the foregoing is true and was executed at:

City/County/State	Date
Name of Business	Print Name
Signature	

NOTE: THIS DECLARATION IS INCLUDED AS PART OF THE AGREEMENT AND MUST BE SIGNED AND ATTACHED HERETO.

CITY OF ALISO VIEJO

ACKNOWLEDGMENT OF RECEIPT OF FRAUD POLICY

I hereby acknowledge that I have received a copy of the City's "Fraud Prevention Policy" dated October 1, 2008. I understand that I am to promptly read its contents and distribute copies to employees assigned to perform Services for the City of Aliso Viejo.

To the extent that provisions of this policy conflict with previously issued policies or practices, whether or not such policies and practices were contained in written policies, this policy shall prevail.

Name of Business	Print Name
Signature	
Date	

EXHIBIT "A"

SCOPE OF SERVICES

1. GENERAL

The Consultant shall furnish all labor and equipment to perform geotechnical and materials testing services with the primary purpose to ensure that projects are constructed in conformance with the construction documents and applicable codes and regulations.

2. QUALIFICATIONS

The Consultant shall have the capability to verify construction projects are in compliance with contract documents and plans, standard drawings, Standard Specifications for Public Works Construction (Greenbook), and Caltrans Specifications. Must be familiar with Caltrans Quality Assurance Program (QAP) and be capable of implementing the City adopted QAP included as Attachment 1. Consultant shall also have the capability to prepare design recommendations, specifications, and/or plans for City Capital Improvement Program (CIP) projects.

3. SCOPE OF WORK

a. Conduct on-site and/or plant sampling and testing of materials to ensure compliance with the contract documents and QAP, or as directed by the inspector.
b. Coordination with the inspector and contractor to discuss work activities and determine what sampling and testing is required.
c. Anticipate, investigate, and promptly notify inspector and contractor of all defects or deficiencies in the materials being tested.
d. Prepare reports in accordance with the QAP that document the testing performed, and provide construction observation reports noting equipment used on the site, and materials delivered.
e. Review and provide a recommendation for contractor's request for change proposal as it relates to materials.
f. Obtain and review materials certificates of compliance.
g. Review material submittals
h. Provide an Independent Assurance Program in accordance with the QAP.
i. Perform geotechnical plan checking and report reviews.
j. Prepare design recommendations, specifications, plans, and other contract documents as required for City CIP projects.

4. RECORDS

a. Prepare a record of the progress of the construction project by maintaining observation reports, acceptance testing results, and testing summary logs.
b. Equipment calibration records shall be current and in accordance with the National Institute of Standards and Technology.
c. Provide all records in a timely manner as indicated in the QAP or requested by the inspector.

EXHIBIT "B"

SCHEDULE OF SERVICES

In the event that this Agreement is renewed pursuant to Section 3.1.2, the first renewal period shall be from July 1, 2029 to June 30, 2030. The second renewal period shall be from July 1, 2030 to June 30, 2031.

EXHIBIT "C"

COMPENSATION

In the event that this Agreement is renewed pursuant to Section 3.1.2, the rates set forth above may be adjusted each year at the time of renewal described in Exhibit "B" in accordance with the annual average Consumer Price Index of the prior calendar year, All Urban Consumers, Los Angeles-Long Beach-Anaheim up to a maximum percentage of five percent (5%).

City of Aliso Viejo

COUNCIL POLICY

SUBJECT	RES. NO.	POLICY NO.	EFF. DATE	PAGE
FRAUD PREVENTION POLICY	**2005-056**	**400-15**	**10/01/2008**	**1 of 8**

PURPOSE

To establish Policy and procedures for the prevention and detection of fraud and other related dishonest activities against the City and, when appropriate, to pursue legal remedies available under the law.

This Policy has been established to ensure that elected officials, officers, employees, and members of advisory boards, commissions and committees of the City of Aliso Viejo are aware of the following:

1. Acts that are considered to be fraudulent;
2. Procedures for reporting suspected fraudulent acts;
3. Steps to be taken when fraud or other related dishonest activities are suspected; and
4. Consequences to expect when a dishonest act is reported.

Further, this Policy delineates management's responsibility for instituting and maintaining a system of internal control to prevent and detect fraud, misappropriations and other irregularities, and to be alert for any indications of such misconduct.

POLICY

1. GENERAL

The City of Aliso Viejo is committed to protecting its assets against the risk of loss or misuse. Accordingly, it is the policy of the City to identify and promptly investigate any possibility of fraudulent or related dishonest activities against the City and, when appropriate, to pursue legal remedies available under law.

2. DEFINITIONS

a. Fraud – Fraud and other similar irregularities including, but not limited to:

i. claim for reimbursement of expenses that are not job-related or authorized by current policy;

ii. forgery or unauthorized alteration of documents (checks, time sheets, independent contractor agreements, purchase orders, budgets, etc.);

iii. misappropriation of City assets (funds, securities, supplies, furniture, equipment, etc.);

iv. improprieties in the handling or reporting of money or financial transactions;

v. authorizing or receiving payment for goods not received or services not performed;

vi. computer-related activity involving unauthorized alteration, destruction, forgery, or manipulation of data or misappropriation of City-owned software;

vii. misrepresentation of information on documents;

viii. any violation of Federal, State, or Local laws related to dishonest activities or fraud;

ix. seeking or accepting anything of material value from those doing business with the City, including vendors, consultants, contractors, lessees, applicants, and grantees. Materiality is determined by the City's Conflict of Interest Code, which incorporates the Fair Political Practices Commission's regulations;

x. obtaining profit or personal gain as a result of "insider" knowledge of City activities;

xi. disclosing confidential and proprietary information to outside parties; or

xii. Intentional, false representation or concealment of material fact for the purpose of personal gain.

b. Employee – Any individual or group of individuals who receive compensation, either full or part-time, from the City of Aliso Viejo for employment or providing services. The term also includes any volunteer who provides services to the City through an official arrangement with the City or a City organization, as well as consultants, vendors, contractors, outside agencies and/or any other parties with a business relationship with the City of Aliso Viejo.

c. Official - Elected officials, officers, and members of advisory or appointed boards, commissions and committees.

d. Management – Any administrator, manager, director, supervisor, or other individual who manages or supervises funds or other resources, including human resources.

e. Internal Auditor – Any person or persons assigned by the City Manager to investigate any fraud or similar activity.

f. External Auditor – Independent audit professionals who perform annual audits of the City's financial statements.

3. INVESTIGATION

a. It is the City's intent to fully investigate any suspected acts of fraud. An objective and impartial investigation will be conducted regardless of the position, title, length of service or relationship with the City of any party who might be or become involved in or becomes the subject of such investigation.

b. Each department of the City is responsible for instituting and maintaining a system of internal control to provide reasonable assurance for the prevention and detection of fraud. Management should be familiar with the types of improprieties that might occur within their area of responsibility and be alert for any indications of such conduct.

c. The Internal Auditor, in conjunction with the City Attorney, has the primary responsibility for the investigation of fraud.

d. Throughout the investigation, the Internal Auditor will inform the City Manager of pertinent investigative findings.

e. Employees will be granted "whistle-blower protection," as described below when acting in accordance with this Policy. When informed of suspected fraud, neither the City nor any person acting on behalf of the City shall:

   i. dismiss or threaten to dismiss the Employee reporting the suspected fraud;

   ii. discipline, suspend, or threaten to discipline or suspend the Employee reporting the suspected fraud;

   iii. impose any penalty upon the Employee reporting the suspected fraud, or;

   iv. intimidate or coerce the Employee reporting the suspected fraud.

Violations of these "whistle-blower protections" may result in discipline up to and including dismissal.

f. Upon conclusion of the investigation, the results will be reported to the City Manager.

g. The City Manager, following review of investigation results, will take appropriate disciplinary action regarding Employee misconduct. Disciplinary action can include termination of employment or a contract, and referral of the case to the District Attorney's Office for possible prosecution.

h. The City will pursue every reasonable effort, including court ordered restitution, to obtain recovery of City losses from the offender, or other appropriate sources.

PROCEDURE

1. RESPONSIBILITIES OF OFFICIALS

a. If an Official has reason to suspect that a fraud has occurred, he or she shall immediately contact the City Manager.

b. An Official shall not attempt to investigate the suspected fraud or discuss the matter with anyone other than the City Manager.

c. The alleged fraud or audit investigation shall not be discussed with the media by any person other than through the City Manager in consultation with the City Attorney and the Internal Auditor.

2. MANAGEMENT RESPONSIBILITIES

a. Management is responsible for detecting, preventing and reporting fraud in their areas of responsibility.

b. Each manager should be familiar with the types of fraud that might occur in his or her area and be alert for any indication that fraud is or was in existence in his or her area.

c. When fraud is detected or suspected, Management should determine whether an error or mistake has occurred or if there may be dishonest or fraudulent activity.

d. If Management determines a suspected activity may involve fraud, they should contact their immediate supervisor. In the event the activity involves the immediate supervisor, the activity should be reported to the Department Director.

e. Upon being notified of suspected fraud, Department Directors shall inform the City Manager.

f. Management should not attempt to conduct individual investigations, interviews, or interrogations. However, Management is responsible for taking appropriate corrective actions to ensure adequate controls exist to prevent reoccurrences of fraud.

g. Management shall cooperate fully with the Internal Auditor, other involved departments, and law enforcement agencies in the detection, reporting, and investigation of fraud, including the prosecution of offenders.

h. Management will have full and unrestricted access to all necessary records and personnel. All City furniture and contents, including desks and computers, are open to inspection at any time. There is no assumption of privacy.

i. In dealing with suspected fraud, great care must be taken. Management should not:

   i. make accusations;

   ii. alert individuals suspected of committing fraud that an investigation is underway;

   iii. treat individuals suspected of committing fraud unfairly, or;

   iv. make statements that could lead to claims of false accusations or other offenses.

j. In handling suspected fraud activities, Management has the responsibility to:

   i. make no contact (unless requested) with the individual suspected of committing fraud to determine facts or demand restitution. Under no circumstances should there be any reference to “what you did”, “the crime”, “the fraud”, “the misappropriation”, etc.;

   ii. avoid discussing the case, facts, suspicions, or allegations with anyone outside the City, unless specifically directed to do so by the City Attorney;

iii. avoid discussing the case with anyone inside the City other than the City Manager, Internal Auditor, or City Attorney or law enforcement personnel;

iv. direct all inquiries from the individual suspected of committing fraud, or his or her representative, to the City Manager or City Attorney. All inquiries by an attorney representing the individual suspected of committing fraud should be directed to the City Attorney. All inquiries from the media should be directed to the City Manager, and;

v. take appropriate corrective and disciplinary action, up to and including dismissal, if authorized by and in conformance with the City's personnel policies.

3. EMPLOYEE RESPONSIBILITIES

a. Employees should report detected or suspected fraud to the Employee's supervisor.

b. In the event the suspected fraud involves the Employee's immediate supervisor, the Employee shall make the report directly to the next higher level of Management and/or the City Manager.

c. The reporting Employee shall refrain from further investigation of the incident, confrontation with the alleged violator, or further discussion of the incident with anyone, unless requested by the City Manager, Internal Auditor, City Attorney, or law enforcement personnel.

4. INTERNAL AUDITOR RESPONSIBILITIES

a. Upon assignment by the City Manager, the Internal Auditor will promptly investigate the fraud.

b. In all circumstances where there appears to be reasonable grounds for suspecting that a fraud has taken place, the Internal Auditor, in consultation with the City Attorney, will contact appropriate law enforcement personnel.

c. The Internal Auditor shall be available and receptive to receiving relevant, confidential information to the extent allowed by law.

d. If evidence is uncovered showing possible fraud, the Internal Auditor will proceed as follows:

i. discuss the findings with Management and the City Manager to determine if disciplinary actions should be taken;

ii. report to the External Auditor such activities in order to assess the effect of the fraud activity on the City's financial statements;

iii. coordinate with Management regarding notification to insurers and filing of insurance claims;

iv. take immediate action, in consultation with the City Attorney, to prevent the theft, alteration, or destruction of evidentiary records. Such action shall include, but is not limited to:

(A) removing the records and placing them in a secure location, or limiting access to the location where the records currently exist, and;

(B) preventing the individual suspected of committing the fraud from having access to the records.

e. In consultation with the City Attorney and appropriate law enforcement personnel, the Internal Auditor may disclose particulars of the investigation with potential witnesses if such disclosure would further the investigation.

f. If the Internal Auditor is contacted by the media regarding an alleged fraud or investigation, the Internal Auditor will direct all inquiries to the City Manager.

g. At the conclusion of the investigation, the Internal Auditor will document the results in a confidential memorandum report to the City Manager and the City Attorney. If the report concludes that the allegations are supported by evidence, the report will be forwarded to appropriate law enforcement personnel.

h. Unless exceptional circumstances exist, a person under investigation for fraud is to be given notice in writing of essential particulars of the allegations following the conclusion of the investigation. Where notice is given, the person against whom allegations are being made may submit a written explanation to the Internal Auditor no later than seven (7) calendar days after notice is received.

i. The Internal Auditor shall make recommendations to the appropriate department for

assistance in the prevention of future similar occurrences.

j. Upon completion of the investigation, including all legal and personnel actions, all records, documents, and other evidentiary material, obtained from the department under investigation will be returned by the Internal Auditor to that department.

DISCIPLINARY ACTIONS

Any Employee found to be responsible for fraud or who knowingly makes false allegations in violation of this Policy shall be subject to appropriate disciplinary action, up to and including termination of employment and/or termination of the contract. The severity of the disciplinary action will be based upon the circumstances of the violation and in accordance with the City's personnel policies. The City will assess any remedial measures necessary to address and correct the circumstance and prevent reoccurrence in the future. Remedial measures may include, but are not limited to, disciplinary action, reorganization of personnel, training and education, counseling and/or other employee assistance.

EXCEPTIONS

There will be no exceptions to this Policy unless provided and approved by the City Manager and the City Attorney.

City of Aliso Viejo
AGENDA ITEM

DATE: June 3, 2026

TO: Mayor and City Council

FROM: Shaun Pelletier, City Engineer

SUBJECT: SECOND AMENDMENT TO THE AGREEMENT WITH NV5, INC. FOR CONSTRUCTION INSPECTION SERVICES

Recommended Actions:

1. Approve a second amendment to the agreement with NV5, Inc. to perform construction inspection services that renews the agreement for an additional one-year term and increases the total compensation under the agreement by $360,000 for a total contract amount of $660,000; and

2. Authorize the City Manager to execute the second amendment to the contract.

Fiscal Impact:

Fiscal impact for these services will be included within the budget of the capital improvement project (CIP) or paid by utility companies or developers for inspection.

Background:

The City has several CIP projects budgeted for construction in fiscal year (FY) 2026-27. Inspection services are required to ensure the projects are constructed in conformance with the construction documents and applicable codes and regulations, completed within contractual time requirements, and completed within the limits of the budget. In FY 2026-27, the City anticipates using the services of NV5, Inc. for inspection services of several street projects, including completion of the Cedarbrook and Aliso Viejo Parkway street rehabilitation project, Citywide bike lane improvements, two slurry seal projects and a future street rehabilitation project on Columbia. Inspection services typically average around $60,000 per project, depending on project scope and construction duration. Additionally, NV5, Inc. will be used to cover the inspection needed for the upcoming fiber installation work being proposed by Cityside fiber throughout the entire City.

Discussion:

NV5, Inc. has provided construction inspection services for the City since 2012 as CivilSource, Inc. In 2016, CivilSource, Inc. was acquired by NV5, Inc.

A request for proposals (RFP) was issued for construction inspection services on March 23, 2022. The initial term of the contract was from July 1, 2022 through June 30, 2025. The first contract amendment extended the term of the agreement an additional year through June 30, 2026. This second contract amendment will increase the total compensation under the agreement by $360,000 for a total contract amount of $660,000 and extend the term of the agreement through June 30, 2027. This is the final renewal under the current contract.

Attachment:

1. Second Amendment to Agreement with NV5, Inc.

CITY OF ALISO VIEJO

SECOND AMENDMENT TO
CONSTRUCTION INSPECTION SERVICES

1. PARTIES AND DATE.

This Second Amendment to the **Professional Services Agreement for Construction Inspection Services** ("Second Amendment") is entered into on the ____ day of _____, 2026, by and between the City of Aliso Viejo (hereinafter referred to as the "City") and **NV5, Inc.** (hereinafter referred to as the "Consultant"). City and Consultant are sometimes collectively referred to herein as the "Parties."

2. RECITALS.

2.1 Agreement. The Parties entered into an agreement entitled Professional Services Agreement for Construction Inspection Services dated June 1 2022 ("Agreement").

2.2 First Amendment. The Parties amended the Agreement in order to renew the Agreement for an additional one-year term.

2.3 Second Amendment. The Parties now desire to amend the Agreement in order to renew the Agreement for an additional one-year term and increase the total compensation amount by $360,000.00.

3. TERMS.

3.1 Term.

Pursuant to Section 3.1.2 of the Agreement, the City hereby exercises the option to renew the Agreement and extend the term of the Agreement for one year from July 1, 2026 to June 30, 2027, unless earlier terminated as provided in the Agreement.

3.2 Compensation.

The total compensation for the Services provided pursuant to the Agreement, the First Amendment and this Second Amendment shall not exceed **Six Hundred Sixty Thousand Dollars ($660,000.00)** without written approval of the City Manager. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this Second Amendment at the rates set forth in Exhibit "B" attached hereto.

3.3 Declaration of Political Contributions. Prior to the City's approval of this Amendment, Consultant shall submit to City a statement in writing declaring any political contributions of money, in-kind services, or loan made to any member of the City Council within the previous twelve-month period by the Consultant and all of their employees, including any employee(s) that Consultant intends to assign to perform the Services described in this Second Amendment.

3.4 Continuing Effect of Agreement. Except as otherwise specifically set forth in this Second Amendment, the remaining provisions of the Agreement shall remain in full force and effect. From and after the date of this Second Amendment, whenever the term "Agreement" appears in the Agreement, it shall mean the Agreement as amended by this Second Amendment.

3.5 Adequate Consideration. The Parties hereto irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Second Amendment.

3.6 Counterparts. This Second Amendment may be executed in duplicate originals, each of which is deemed to be an original, but when taken together shall constitute but one and the same instrument.

SIGNATURE PAGE FOR SECOND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT FOR CONSTRUCTION INSPECTION SERVICES BETWEEN THE CITY OF ALISO VIEJO AND NV5, INC.

IN WITNESS WHEREOF, the parties have executed this Second Amendment to Agreement on this ____ day of _____, 2026.

CITY OF ALISO VIEJO

Approved:

By: _____
Brett Channing
City Manager

ATTEST:

By: _____
Maria Ruano-Kendig
City Clerk

APPROVED AS TO FORM:

_____
Best Best & Krieger LLP
City Attorney

APPROVED AS TO COMPLIANCE WITH BUDGET

By: _____
Ann Eifert
Director of Financial Services

NV5, INC.

[If Corporation, TWO SIGNATURES, President OR Vice President AND Secretary OR Treasurer REQUIRED]

By: _____

Its: _____

Printed Name: _____

By: _____

Its: _____

Printed Name: _____

CITY OF ALISO VIEJO

DECLARATION OF POLITICAL CONTRIBUTIONS

Using the space provided below, please list any political contributions of money, in-kind services, or loans made to any member of the City Council within the last twelve (12) months by Consultant and all of Consultant's employees, including any employee(s) that applicant intends to assign to perform the work or services described in this Agreement:

_____

_____

_____

_____

_____

_____

_____

To the best of my knowledge, I declare under penalty of perjury that the foregoing is true and was executed at:

City/County/State	Date
Name of Business	Print Name
Signature	

NOTE: THIS DECLARATION IS INCLUDED AS PART OF THE AGREEMENT AND MUST BE SIGNED AND ATTACHED HERETO.

CITY OF ALISO VIEJO

ACKNOWLEDGMENT OF RECEIPT OF FRAUD POLICY

I hereby acknowledge that I have received a copy of the City's "Fraud Prevention Policy" dated October 1, 2008. I understand that I am to promptly read its contents and distribute copies to employees assigned to perform Services for the City of Aliso Viejo.

To the extent that provisions of this policy conflict with previously issued policies or practices, whether or not such policies and practices were contained in written policies, this policy shall prevail.

Name of Business	Print Name
Signature	
Date	

EXHIBIT "A"
TO SECOND AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT FOR CONSTRUCTION INSPECTION SERVICES

SCOPE OF SERVICES

The scope of services is to remain unchanged from the original Professional Services Agreement for Construction Inspection Services, dated June 1, 2022.

EXHIBIT "B"
TO SECOND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT FOR CONSTRUCTION INSPECTION SERVICES

COMPENSATION

See attached.

Fee Schedule

CONSTRUCTION SERVICES	HOURLY RATE**
Project/Construction Manager	$177.45
Construction Inspector (Prevailing Wage)*	$144.18
Construction Administration	$99.80
REIMBURSABLE EXPENSES	**COST**
Reproduction	Cost
Consultant Services	Cost + 15%
Automobile Transportation	per IRS standard
Delivery, Freight, Courier	Cost
Agency Fees	Cost
Commercial Travel	Cost

* Assumes prevailing wages are applicable for field work.

** Regular rates. Work in excess of 8 hours and work on Saturdays will be billed at 1.5 times the regular rate. Work in excess of 12 hours and work on Sundays and Holidays will be billed at 2 times the regular rate.

City of Aliso Viejo
AGENDA ITEM

DATE: June 3, 2026

TO: Mayor and City Council

FROM: Shaun Pelletier, City Engineer

SUBJECT: FIRST AMENDMENT TO THE AGREEMENT WITH NV5, INC. FOR ON-CALL CIVIL ENGINEERING SERVICES

Recommended Actions:

1. Approve a first amendment to the agreement with NV5, Inc. to perform on-call civil engineering services that renews the agreement for an additional one-year term and increases the total compensation under the agreement by $50,000 for a total contract amount of $100,000; and

2. Authorize the City Manager to execute the first amendment to the contract.

Fiscal Impact:

Fiscal impact for these services will be included within the budget of the capital improvement project (CIP) or paid by utility companies or developers for plan check services.

Background:

The City utilizes on-call civil engineering services to prepare plans, specifications, and estimates for various capital improvement projects, which may consist of road rehabilitation, median improvements, and facility improvements. In addition to this, the on-call civil engineering firm may provide plan checking and general municipal engineering services on an as-needed basis.

Discussion:

NV5, Inc. has provided on-call civil engineering for the City since July 2023. They have been used primarily for grading plan check reviews. For FY26-27 NV5, Inc. will perform plan check reviews for the submittal of encroachment permits by Cityside Fiber for their

citywide deployment of fiber infrastructure. Cityside Fiber will deposit funds to pay for plan check services related to their permits.

A request for proposals (RFP) was issued for on-call civil engineering services on February 16, 2023. The initial term of the contract was from July 1, 2023 through June 30, 2026. This first contract amendment will increase the total compensation under the agreement by $50,000 for a total contract amount of $100,000 and extend the term of the agreement to June 30, 2027. There will be one additional one year term extension remaining in the contract after this amendment.

Attachment:

1. First Amendment to Agreement with NV5, Inc.

CITY OF ALISO VIEJO

FIRST AMENDMENT TO
ON-CALL CIVIL ENGINEERING SERVICES

1. PARTIES AND DATE.

This First Amendment to the **Professional Services Agreement for On-Call Civil Engineering Services** ("First Amendment") is entered into on the ____ day of _____, 2026, by and between the City of Aliso Viejo (hereinafter referred to as the "City") and **NV5, Inc.** (hereinafter referred to as the "Consultant"). City and Consultant are sometimes collectively referred to herein as the "Parties."

2. RECITALS.

2.1 Agreement. The Parties entered into an agreement entitled Professional Services Agreement for On-Call Civil Engineering Services dated June 1 2022 ("Agreement").

2.2 First Amendment. The Parties now desire to amend the Agreement in order to renew the Agreement for an additional one-year term and increase the total compensation amount by $50,000.

3. TERMS.

3.1 Term.

Pursuant to Section 3.1.2 of the Agreement, the City hereby exercises the option to renew the Agreement and extend the term of the Agreement for one year from July 1, 2026 to June 30, 2027, unless earlier terminated as provided in the Agreement.

3.2 Compensation.

The total compensation for the Services provided pursuant to the Agreement and this First Amendment shall not exceed **One Hundred Thousand Dollars ($100,000.00)** without written approval of the City Manager. Consultant shall receive compensation, including authorized reimbursements, for all Services rendered under this First Amendment at the rates set forth in Exhibit "B" attached hereto.

3.3 Declaration of Political Contributions. Prior to the City's approval of this Amendment, Consultant shall submit to City a statement in writing declaring any political contributions of money, in-kind services, or loan made to any member of the City Council within the previous twelve-month period by the Consultant and all of their employees, including any employee(s) that Consultant intends to assign to perform the Services described in this First Amendment.

3.4 Continuing Effect of Agreement. Except as otherwise specifically set forth in this First Amendment, the remaining provisions of the Agreement shall remain in full force and effect. From and after the date of this First Amendment, whenever the term "Agreement" appears in the Agreement, it shall mean the Agreement as amended by this First Amendment.

3.5 Adequate Consideration. The Parties hereto irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this First Amendment.

3.6 Counterparts. This First Amendment may be executed in duplicate originals, each of which is deemed to be an original, but when taken together shall constitute but one and the same instrument.

SIGNATURE PAGE FOR FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT FOR ON-CALL CIVIL ENGINEERING SERVICES BETWEEN THE CITY OF ALISO VIEJO AND NV5, INC.

IN WITNESS WHEREOF, the parties have executed this First Amendment to Agreement on this ____ day of _____, 2026.

CITY OF ALISO VIEJO

Approved:

By: _____
Brett Channing
City Manager

ATTEST:

By: _____
Maria Ruano-Kendig
City Clerk

APPROVED AS TO FORM:

_____
Best Best & Krieger LLP
City Attorney

APPROVED AS TO COMPLIANCE WITH BUDGET

By: _____
Ann Eifert
Director of Financial Services

NV5, INC.

[If Corporation, TWO SIGNATURES, President OR Vice President AND Secretary OR Treasurer REQUIRED]

By: _____

Its: _____

Printed Name: _____

By: _____

Its: _____

Printed Name: _____

CITY OF ALISO VIEJO

DECLARATION OF POLITICAL CONTRIBUTIONS

Using the space provided below, please list any political contributions of money, in-kind services, or loans made to any member of the City Council within the last twelve (12) months by Consultant and all of Consultant's employees, including any employee(s) that applicant intends to assign to perform the work or services described in this Agreement:

_____

_____

_____

_____

_____

_____

_____

To the best of my knowledge, I declare under penalty of perjury that the foregoing is true and was executed at:

City/County/State	Date
Name of Business	Print Name
Signature	

NOTE: THIS DECLARATION IS INCLUDED AS PART OF THE AGREEMENT AND MUST BE SIGNED AND ATTACHED HERETO.

CITY OF ALISO VIEJO

ACKNOWLEDGMENT OF RECEIPT OF FRAUD POLICY

I hereby acknowledge that I have received a copy of the City's "Fraud Prevention Policy" dated October 1, 2008. I understand that I am to promptly read its contents and distribute copies to employees assigned to perform Services for the City of Aliso Viejo.

To the extent that provisions of this policy conflict with previously issued policies or practices, whether or not such policies and practices were contained in written policies, this policy shall prevail.

Name of Business	Print Name
Signature	
Date	

EXHIBIT "A"
TO FIRST AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT FOR ON-CALL CIVIL ENGINEERING SERVICES

SCOPE OF SERVICES

The scope of services is to remain unchanged from the original Professional Services Agreement for On-Call Civil Engineering Services, dated September 6, 2023.

EXHIBIT "B"
TO FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT FOR ON-CALL CIVIL ENGINEERING SERVICES

COMPENSATION

See attached.

Cost Proposal

ENGINEERING SERVICES	HOURLY RATE**
Principal	$247.68
Project Director	$237.36
Senior Project Manager	$227.04
Project Manager	$206.40
Quality Assurance Manager	$206.40
Traffic Engineer	$232.20
Senior Structural Engineer	$216.72
Structural Engineer	$180.60
Senior Engineer	$180.60
Project Engineer	$139.32
Assistant Engineer	$113.52
Engineering Technician	$108.36
CADD Drafter	$108.36
Administration	$92.88
MUNICIPAL SERVICES	**HOURLY RATE****
Principal	$247.68
Program/Project Director	$237.36
Senior Project Manager	$227.04
Project Manager	$206.40
City Engineer	$196.08
Assistant Project Manager	$180.60
Plan Check Engineer III	$190.92
Plan Check Engineer II	$165.12
Plan Check Engineer I	$139.32
Public Works Technician	$92.88
Permit Technician	$92.88
LANDSCAPE ARCHITECTURE	**HOURLY RATE****
Project Manager/Senior Landscape Architect	$163.06
Landscape Architect	$136.22
Landscape Designer	$90.82
SURVEY SERVICES	**HOURLY RATE****
Principal	$283.80
Associate	$254.90
Manager	$243.55
Senior Engineer/Planner/Scientist/Surveyor	$189.89
Associate Engineer/Planner/Scientist/Surveyor	$173.38
Assistant Engineer/Planner/Scientist/Surveyor	$153.77
Junior Engineer/Planner/Scientist/Surveyor	$135.19
Design Supervisor	$168.22
Sr. CADD Technician/Designer	$165.12
CADD Technician III	$153.77
CADD Technician II	$130.03
CADD Technician I	$118.68

Cost Proposal

GIS Analyst	$153.77
GIS Technician I	$113.52
Project Administrator	$113.52
Project Assistant	$98.04
Engineering Aide/Planning Aide	$91.85
1-Person Survey Crew*	$190.92
2-Person Survey Crew*	$325.08
3-Person Survey Crew*	$397.32
ENVIRONMENTAL TECHNICAL SERVICES	HOURLY RATE**
Principal Technical Manager	$232.20
Senior Project Manager III (Project Manager III)	$216.72
Senior II (Project Manager II)	$206.40
Senior I (Project Manager I)	$196.08
Staff III (Engineer/Scientist III)	$185.76
Staff II (Engineer/Scientist II)	$175.44
Staff I (Engineer/Scientist I)	$165.12
Associate III (Engineer/Scientist III)	$149.64
Associate II (Engineer/Scientist II)	$139.32
Associate I (Engineer/Scientist I)	$134.16
Specialist III (Environmental Specialist III)	$118.68
Specialist II (Environmental Specialist II)	$103.20
Specialist I (Environmental Specialist I)	$98.04
Financial Analyst II (Project Accountant/Analyst)	$108.36
Administrative I	$77.40
Intern (Data Analyst)	$72.24
REIMBURSABLE EXPENSES	COST
Field Vehicles	$103.20/day
Reproduction	Cost
Consultant Services	Cost
Delivery, Freight, Courier	Cost
Agency Fees	Cost
Commercial Travel	Cost

* Assumes prevailing wages are applicable for field work.
** Regular rates. Work in excess of 8 hours and work on Saturdays will be billed at 1.5 times the regular rate. Work in excess of 12 hours and work on Sundays and Holidays will be billed at 2 times the regular rate.

City of Aliso Viejo
AGENDA ITEM

DATE: June 3, 2026

TO: Mayor and City Council

FROM: Shaun Pelletier, City Engineer

SUBJECT: THIRD AMENDMENT TO THE AGREEMENT WITH NIEVES LANDSCAPE, LLC. FOR LANDSCAPE MAINTENANCE SERVICES

Recommended Actions:

1. Approve a third amendment to the agreement with Nieves Landscape, LLC to perform landscape maintenance services that renews the agreement for an additional five-year term and increases the total compensation under the agreement by $1,090,000 total contract amount of $2,180,000; and

2. Authorize the City Manager to execute the third amendment to the contract.

Fiscal Impact:

The contractor fee for this work is estimated at approximately $197,000 for fiscal year (FY) 2026-27. An additional $10,000 is budgeted for extra work. Landscape maintenance is funded through the General Fund, Gas Tax, Aliso Viejo Center, and Aquatic Center Funds. Sufficient funding will be included in the FY 2026-27 Budget.

Background:

The City of Aliso Viejo maintains landscaping at six City owned facilities: City Hall, Iglesia Park, AV Center, Aquatic Center, Vista Park, and AV Ranch. The City also maintains the street medians in Aliso Creek Road, Pacific Park Drive, and Calle Cortez.

Amenities maintained at the various facilities include tot lots and play equipment, sport courts and ball fields, parking lots, walkways and passive park areas, and picnic areas. Landscape features maintained include turf areas, shrubs and planters, and a variety of trees. The maintenance of irrigation systems, rodent control, and pest control is also necessary. The general performance criteria are:

- Turf areas shall be mowed, edged, watered, weeded, fertilized, with rodents and pests controlled to provide a healthy appearance.

- Groundcover areas shall be watered, weeded, fertilized, with rodents and pests controlled to provide a healthy appearance.
- Shrubs and trees under 15 feet in height shall be maintained to promote healthy growth to include but not limited to fertilization, trimming, and thinning.
- Tot lots (including play equipment) and sports areas within the City Facilities shall be maintained in a clean and safe manner.
- Walkways and parking lots shall be kept free of trash, landscape debris and leaves.

A request for proposal (RFP) was issued for landscape maintenance services and advertised on the City website on March 8, 2021, and was awarded to Nieves Landscape, Inc. on May 5, 2021, for an initial term of three years beginning July 1, 2021 through June 30, 2024. The first contract amendment extended the term one year through June 30, 2025, and increased the total compensation under the agreement by $200,000 for a total contract amount of $890,000. The second contract amendment extended the term one year through June 30, 2026, and increased the total compensation under the agreement by $200,000 for a total contract amount of $1,090,000. Nieves Landscape has formally changed its business name from Nieves Landscape Inc. to Nieves Landscape, LLC.

Discussion:

Pursuant to Section 5.4 of the City's purchasing policy (Policy 300-1), "To ensure that the City is receiving the most qualified professional services at a competitive rate, the term for contracts for professional services shall not exceed five (5) years and the RFP procedures set forth in this section shall be initiated every five (5) years for professional services unless the City Manager determines that compliance with said RFP procedures is not in the best interest of the City."

Nieves Landscape, LLC is proposing a five-year extension to the existing contract through June 30, 2031. Each year, the cost will be adjusted in accordance with the annual average Consumer Price Index of the prior calendar year, All Urban Consumers, Los Angeles-Long Beach-Anaheim, up to a maximum percentage of five percent (5%). As part of the third amendment, the total compensation limit will be increased by $1,090,000 for a total compensation amount not to exceed $2,180,000.

A survey of recent landscape maintenance solicitations in the region found that contracts resulted in increases of up to 15%. Based on these findings, staff believes that extending the existing Nieves Landscape, LLC contract for the proposed five-year term would yield significant cost savings and, thus, be in the best interest of the City. Moreover, staff has been very satisfied with the services provided by Nieves Landscape, LLC over the term of the current agreement. Therefore, staff believes it is in the best interest of the City to extend the current agreement with Nieves in lieu of going out to a new Request for Proposals (RFP). However, if the City Council desires, staff could issue a new RFP. It should just be noted that doing so would likely result in higher rates and costs to the City.

Attachment:

1. Third Amendment to Agreement with Nieves Landscape, LLC.

CITY OF ALISO VIEJO

THIRD AMENDMENT TO
LANDSCAPE MAINTENANCE SERVICES

1. PARTIES AND DATE.

This Third Amendment to the **Professional Services Agreement for Landscape Maintenance Services** ("Third Amendment") is entered into on the ____ day of _____, 2026, by and between the City of Aliso Viejo (hereinafter referred to as the "City") and **Nieves Landscape, LLC** (hereinafter referred to as the "Contractor"). City and Contractor are sometimes collectively referred to herein as the "Parties."

2. RECITALS.

2.1 Agreement. The Parties entered into an agreement entitled Professional Services Agreement for Landscape Maintenance Services dated May 5, 2021 ("Agreement").

2.2 First Amendment. The Parties amended the Agreement in order to renew the Agreement for an additional one-year term and to increase the total compensation under the Agreement by Two Hundred Thousand Dollars ($200,000.00).

2.3 Second Amendment. The Parties amended the Agreement in order to renew the Agreement for an additional one-year term and to increase the total compensation under the Agreement by Two Hundred Thousand Dollars ($200,000.00).

2.4 Third Amendment. The parties now desire to amend the agreement in order to renew the agreement for an additional five-year term and to increase the total compensation under the Agreement by One Million Ninety Thousand Dollars and Zero Cents ($1,090,000.00) and accommodate the Contractor's firm name change from "Nieves Landscape, Inc." to "Nieves Landscape, LLC".

3. TERMS.

3.1 Term. Section 3.1.2 of this Agreement is hereby amended in its entirety to read as follows:

> "3.1.2 Term. The term of this Agreement shall be from **July 1, 2026 to June 30, 2031**, unless earlier terminated as provided herein. The City Manager shall have the unilateral option, at its sole discretion, to renew this Agreement annually for no more than one additional two-year term. Contractor shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines."

3.2 Compensation.

The total compensation for the Services provided pursuant to the Agreement, the First Amendment, the Second Amendment, and this Third Amendment shall not exceed **Two Million One Hundred Eighty Thousand Dollars ($2,180,000.00)** without written approval of the City

Manager. Contractor shall receive compensation, including authorized reimbursements, for all Services rendered under this Third Amendment at the rates set forth in Exhibit "B" attached hereto.

3.3 Declaration of Political Contributions. Prior to the City's approval of this Amendment, Contractor shall submit to City a statement in writing declaring any political contributions of money, in-kind services, or loan made to any member of the City Council within the previous twelve-month period by the Contractor and all of their employees, including any employee(s) that Contractor intends to assign to perform the Services described in this Third Amendment.

3.4 Continuing Effect of Agreement. Except as otherwise specifically set forth in this Third Amendment, the remaining provisions of the Agreement shall remain in full force and effect. From and after the date of this Third Amendment, whenever the term "Agreement" appears in the Agreement, it shall mean the Agreement as amended by this Third Amendment.

3.5 Adequate Consideration. The Parties hereto irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Third Amendment.

3.6 Counterparts. This Third Amendment may be executed in duplicate originals, each of which is deemed to be an original, but when taken together shall constitute but one and the same instrument.

SIGNATURE PAGE FOR THIRD AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT FOR LANDSCAPE MAINTENANCE SERVICES BETWEEN THE CITY OF ALISO VIEJO AND NIEVES LANDSCAPE, LLC.

IN WITNESS WHEREOF, the parties have executed this Third Amendment to Agreement on this ____ day of _____, 2026.

CITY OF ALISO VIEJO

Approved:

By: _____
Brett Channing
City Manager

ATTEST:

By: _____
Maria Ruano-Kendig
City Clerk

APPROVED AS TO FORM:

_____
Best Best & Krieger LLP
City Attorney

APPROVED AS TO COMPLIANCE WITH BUDGET

By: _____
Ann Eifert
Director of Financial Services

NIEVES LANDSCAPE, LLC.

[If Corporation, TWO SIGNATURES, President OR Vice President AND Secretary OR Treasurer REQUIRED]

By: _____

Its: _____

Printed Name: _____

By: _____

Its: _____

Printed Name: _____

CITY OF ALISO VIEJO

DECLARATION OF POLITICAL CONTRIBUTIONS

Using the space provided below, please list any political contributions of money, in-kind services, or loans made to any member of the City Council within the last twelve (12) months by Consultant and all of Consultant's employees, including any employee(s) that applicant intends to assign to perform the work or services described in this Agreement:

_____

_____

_____

_____

_____

_____

_____

To the best of my knowledge, I declare under penalty of perjury that the foregoing is true and was executed at:

City/County/State	Date
Name of Business	Print Name
Signature	

NOTE: THIS DECLARATION IS INCLUDED AS PART OF THE AGREEMENT AND MUST BE SIGNED AND ATTACHED HERETO.

CITY OF ALISO VIEJO

ACKNOWLEDGMENT OF RECEIPT OF FRAUD POLICY

I hereby acknowledge that I have received a copy of the City's "Fraud Prevention Policy" dated October 1, 2008. I understand that I am to promptly read its contents and distribute copies to employees assigned to perform Services for the City of Aliso Viejo.

To the extent that provisions of this policy conflict with previously issued policies or practices, whether or not such policies and practices were contained in written policies, this policy shall prevail.

Name of Business	Print Name
Signature	
Date	

EXHIBIT "A"
TO THIRD AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT FOR LANDSCAPE MAINTENANCE SERVICES

SCOPE OF SERVICES

The scope of services is to remain unchanged from the original Professional Services Agreement for Landscape Maintenance Services, dated May 5, 2021.

EXHIBIT "B"
TO THIRD AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT FOR LANDSCAPE MAINTENANCE SERVICES

COMPENSATION

See attached.

Quang Le
Associate Engineer
City of Aliso Viejo
12 Journey, Suite 100
Aliso Viejo, CA 92656

May 12, 2026

Re: Landscape Maintenance Services Agreement FY 2026-2031

Dear Quang,

Thank you for the many years of partnership between the City of Aliso Viejo and Nieves Landscape. We sincerely value our working relationship and appreciate the opportunity to continue serving the City.

As we move through the current term of our landscape maintenance agreement, we respectfully request consideration of a contract extension along with a rate adjustment for the upcoming year.

In recent years, we have experienced substantial increases in operating costs, including insurance, workers' compensation, fuel, materials, equipment, and wages. These rising expenses have significantly impacted our ability to maintain current service levels without adjustment.

To help offset these costs while continuing to provide flexibility, we have identified potential service modifications for the extension period following discussions with Mike Lopez:

• Elimination of the current turf "renovation" process while continuing to include turf dethatching and aeration as part of the contract. In lieu of the turf "renovation" process, the turf areas would be treated with turf dye during dormancy periods and as needed to maintain a green appearance.
• Adjustment of mulch applications to maintain an approximate 2-inch depth.

Looking ahead, we propose a structured approach for the next five years (FY 2026–2027 through FY 2030–2031) for your review and consideration:

• Maintain the adjusted monthly rate in conjunction with the service modifications noted above.
• Implement an annual CPI-based adjustment tied to the prior calendar year, capped at 5%.

For Fiscal Year 2026–2027, effective July 1, we propose a 3.2% CPI-based increase (based on the 2025 annual average CPI), resulting in the following:

• Current FY 2025–2026 Rate: $15,837.84 per month
• Proposed FY 2026–2027 Rate: $16,344.65 per month
• Monthly Increase: $506.81
• Annual Increase: $6,081.72

For context, contracts of similar scope that have recently gone out to bid or RFP have experienced increases of 30% or more, with neighboring cities seeing similar upward adjustments. Our goal is to provide cost stability and continuity of service while remaining competitive in a challenging market.

We remain committed to working collaboratively with the City of Aliso Viejo to develop solutions that are both fiscally responsible and operationally effective, while continuing to deliver the high level of service you expect.

We would welcome the opportunity to discuss this proposal further and are happy to meet at your convenience.

Thank you again for your continued trust and partnership. Please feel free to contact us with any questions or to request additional information.

Respectfully submitted,

Joshua Cho
Business Development
NIEVES LANDSCAPE, LLC.

City of Aliso Viejo
AGENDA ITEM

DATE: June 3, 2026

TO: Mayor and City Council

FROM: Shaun Pelletier, City Engineer

SUBJECT: SECOND AMENDMENT TO THE AGREEMENT WITH GREAT SCOTT TREE SERVICES, INC. FOR TREE MAINTENANCE SERVICES

Recommended Actions:

1. Approve a second amendment to the agreement with Great Scott Tree Services, Inc. to renew the agreement for an additional three-year term for tree maintenance services, and increase the total compensation amount by $101,000 to $277,000; and

2. Authorize the City Manager to execute the second amendment to the contract.

Fiscal Impact:

For the past five years, the City has spent an average of $25,000 annually for regular and emergency tree maintenance services, such as tree trimming, planting, and removal. Tree maintenance is budgeted annually and funded through the General, Gas Tax, Aquatic Center, and Aliso Viejo Center Funds.

Background:

The City of Aliso Viejo maintains trees at six City owned facilities: City Hall, Iglesia Park, AV Center, Aquatic Center, Vista Park, and AV Ranch. The City also maintains the trees in the Aliso Creek Road, Pacific Park Drive, and Calle Cortez medians.

The scope of the contract will cover maintenance of the trees greater than 15 feet in height. Trees under 15 feet in height will be trimmed and maintained through the City's Landscape Maintenance Services contract. The scope will specifically include the trimming of the palm trees twice a year, olive trees once per year at the Aquatic Center, and the California pepper trees at the AV Ranch twice a year along with as-needed maintenance to the rest of the City's tree inventory.

Discussion:

A request for proposal (RFP) for tree maintenance services was issued and advertised on the City's website on March 8, 2021. The contract was awarded to Great Scott Tree Services, Inc. on May 5, 2021, for an initial term of three years, July 1, 2021, through June 30, 2024, for a total compensation amount of $126,000. The first contract amendment renewed the agreement for an additional two-year term through June 30, 2026, increased in rates above the CPI amount due to increases in fuel, inflation, and a higher wage rate determination for the tree trimmer classification, and increased contract compensation to $176,000.

Pursuant to Section 5.4 of the City's purchasing policy (Policy 300-1), "To ensure that the City is receiving the most qualified professional services at a competitive rate, the term for contracts for professional services shall not exceed five (5) years and the RFP procedures set forth in this section shall be initiated every five (5) years for professional services unless the City Manager determines that compliance with said RFP procedures is not in the best interest of the City."

Due to further increases in the prevailing wage rate for the tree trimmer classification this past year, Great Scott Tree Service is proposing to renew the existing contract for three additional years through June 30, 2029 with a 3.2% unit rate increase for FY 2026-27 and rates in subsequent years would be adjusted annually based on the Consumer Price Index (CPI) for All Urban Consumers (Los Angeles–Long Beach–Anaheim), capped at a maximum of 5% per year. Since the start of the contract in July 2021, approximately $127,000 has been expended and therefore, an additional $101,000 is needed through June 30, 2029, for a total compensation amount not to exceed $277,000.

A survey of recent tree maintenance solicitations in the region found that new contracts resulted in increases between 36%-70%. Based on these findings, staff believes that extending the existing Great Scott Tree Service contract for the proposed three-year term would yield cost savings. Conversely, issuing a new Request for Proposals (RFP) would likely result in higher tree trimming rates.

Attachment:

1. Second Amendment to Agreement with Great Scott Tree Service, Inc.

CITY OF ALISO VIEJO

SECOND AMENDMENT TO
TREE MAINTENANCE SERVICES

1. PARTIES AND DATE.

This Second Amendment to the **Professional Services Agreement for Tree Maintenance Services** ("Second Amendment") is entered into on the ____ day of _____, 2026, by and between the City of Aliso Viejo (hereinafter referred to as the "City") and **Great Scott Tree Service, Inc.** (hereinafter referred to as the "Contractor"). City and Contractor are sometimes collectively referred to herein as the "Parties."

2. RECITALS.

2.1 Agreement. The Parties entered into an agreement entitled Professional Services Agreement for Tree Maintenance Services dated May 5, 2021 ("Agreement").

2.2 First Amendment. The Parties amended the Agreement in order to renew the Agreement for an additional two-year term, increase the total compensation under the Agreement by Fifty Thousand Dollars ($50,000.00), and amended the contractor compensation rates for FY24-26.

2.3 Second Amendment. The Parties now desire to amend the Agreement in order to renew the Agreement for an additional three-year term, increase the total compensation under the Agreement by One Hundred One Thousand Dollars ($101,000.00), and amend the contractor compensation rates for FY26-27 to the rates set forth in Exhibit "B".

3. TERMS.

3.1 Term. Section 3.1.2 of this Agreement is hereby amended in its entirety to read as follows:

> "3.1.2 Term. The term of this Agreement shall be from **July 1, 2026 to June 30, 2029**, unless earlier terminated as provided herein. The City Manager shall have the unilateral option, at its sole discretion, to renew this Agreement annually for no more than one additional two-year term. Contractor shall complete the Services within the term of this Agreement, and shall meet any other established schedules and deadlines."

3.2 Compensation.

The total compensation for the Services provided pursuant to the Agreement, the First Amendment and this Second Amendment shall not exceed **Two Hundred Seventy Seventy Thousand Dollars ($277,000.00)** without written approval of the City Manager. Contractor shall receive compensation, including authorized reimbursements, for all Services rendered under this Second Amendment at the rates set forth in Exhibit "B" attached hereto.

3.3 Declaration of Political Contributions. Prior to the City's approval of this Amendment, Contractor shall submit to City a statement in writing declaring any political contributions of money, in-kind services, or loan made to any member of the City Council within the previous twelve-month period by the Contractor and all of their employees, including any employee(s) that Contractor intends to assign to perform the Services described in this Second Amendment.

3.4 Continuing Effect of Agreement. Except as otherwise specifically set forth in this Second Amendment, the remaining provisions of the Agreement shall remain in full force and effect. From and after the date of this Second Amendment, whenever the term "Agreement" appears in the Agreement, it shall mean the Agreement as amended by this Second Amendment.

3.5 Adequate Consideration. The Parties hereto irrevocably stipulate and agree that they have each received adequate and independent consideration for the performance of the obligations they have undertaken pursuant to this Second Amendment.

3.6 Counterparts. This Second Amendment may be executed in duplicate originals, each of which is deemed to be an original, but when taken together shall constitute but one and the same instrument.

SIGNATURE PAGE FOR SECOND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT FOR TREE MAINTENANCE SERVICES BETWEEN THE CITY OF ALISO VIEJO AND GREAT SCOTT TREE SERVICE, INC.

IN WITNESS WHEREOF, the parties have executed this Second Amendment to Agreement on this ____ day of _____, 2026.

CITY OF ALISO VIEJO

Approved:

By:_____
Brett Channing
City Manager

ATTEST:

By:_____
Maria Ruano-Kendig
City Clerk

APPROVED AS TO FORM:

_____
Best Best & Krieger LLP
City Attorney

APPROVED AS TO COMPLIANCE WITH BUDGET

By:_____
Ann Eifert
Director of Financial Services

GREAT SCOTT TREE SERVICE, INC.

[If Corporation, TWO SIGNATURES, President OR Vice President AND Secretary OR Treasurer REQUIRED]

By:_____

Its:_____

Printed Name:_____

By:_____

Its:_____

Printed Name:_____

CITY OF ALISO VIEJO

DECLARATION OF POLITICAL CONTRIBUTIONS

Using the space provided below, please list any political contributions of money, in-kind services, or loans made to any member of the City Council within the last twelve (12) months by Consultant and all of Consultant's employees, including any employee(s) that applicant intends to assign to perform the work or services described in this Agreement:

_____

_____

_____

_____

_____

_____

_____

To the best of my knowledge, I declare under penalty of perjury that the foregoing is true and was executed at:

City/County/State	Date
Name of Business	Print Name
Signature	

NOTE: THIS DECLARATION IS INCLUDED AS PART OF THE AGREEMENT AND MUST BE SIGNED AND ATTACHED HERETO.

CITY OF ALISO VIEJO

ACKNOWLEDGMENT OF RECEIPT OF FRAUD POLICY

I hereby acknowledge that I have received a copy of the City's "Fraud Prevention Policy" dated October 1, 2008. I understand that I am to promptly read its contents and distribute copies to employees assigned to perform Services for the City of Aliso Viejo.

To the extent that provisions of this policy conflict with previously issued policies or practices, whether or not such policies and practices were contained in written policies, this policy shall prevail.

Name of Business	Print Name
Signature	
Date	

EXHIBIT "A"
TO SECOND AMENDMENT TO
PROFESSIONAL SERVICES AGREEMENT FOR TREE MAINTENANCE SERVICES

SCOPE OF SERVICES

The scope of services is to remain unchanged from the original Professional Services Agreement for Tree Maintenance Services, dated May 5, 2021.

EXHIBIT "B"
TO SECOND AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT FOR TREE MAINTENANCE SERVICES

COMPENSATION

See attached.

Contractor: Great Scott Tree Service, Inc.

Exhibit "B"
Contractor's Proposed Unit Prices

Tree Maintenance Services
For City Trees

The proposed unit prices shall include full compensation for furnishing all labor, materials, tools, necessary equipment, overhead and profit required to perform the work in accordance with Exhibit "A"-Scope of Work Tree Maintenance for City Trees. The listed quantities are estimated work for a twelve (12) month period only. The monthly pay quantities shall be for the actual completed work.

STANDARD WORK ITEMS – CITY TREES

ITEM NO.	QUANTITY	UNIT	DESCRIPTION	UNIT COST		TOTAL COST
01	341	EA	Tree Trimming (General Inventory of City Trees 15' and taller)	$ 106.92	=	$ 36,458.08
02	21	EA	Tree Trimming (Palm Trees 15' and taller / 2 times per year)	$ 213.83	=	$ 4,490.44
				*Price shown above is for both trims		
03	48	EA	Tree Trimming (California Pepper Trees 15' and taller / 2 times per year)	$ 199.38	=	$ 9,570.36
				*Price shown above is for both trims		
04	18	EA	Tree Trimming (Olive Trees 15' and taller / 1 time per year)	$ 99.69	=	$ 1,794.44
			Subtotal Item 1			$ $52,313.32

The undersigned declares that he/she has read the Request for Proposal, Exhibit "A", and insurance documents and hereby proposes to complete all work in accordance with Exhibit "A" for the above unit prices for each item.

Great Scott Tree Service, Inc.
Company

Brenton Beller
Printed Name

Signature

Contract Administrator
Title

State Contractors License #556832

ISA Certified Arborist #WC-0901

May 18, 2026

City of Aliso Viejo
Attn: Quang Le
Associate Engineer
12 Journey, Suite 100
Aliso Viejo, CA 92656

RE: Tree Maintenance Services Contract

Dear Mr. Le,

The purpose of this letter is to establish hourly rates for call out/emergency type of work as a supplement to our existing rates in the contract for planned trimming work.

The new term of the contract is a 3-Year term beginning July 1, 2026 and ending June 30, 2029.

DESCRIPTION	UNIT	FY 26/27
Crew Rental (During Business Hours)	Man Hour	$124.61
Emergency Crew Rental (During Business Hours)	Man Hour	$173.38
Emergency Crew Rental (After Hours, Sunday, Holiday)	Man Hour	$200.47

The rates set forth above may are for July 1, 2026 through June 30, 2027 and be adjusted each year in accordance with annual average Consumer Price Index of the prior calendar year, All Urban Consumers, Los Angeles-Long Beach-Anaheim up to a maximum percentage of of five percent (5%).

We value our working relationship with The City of Aliso Viejo and look forward to our continued partnership. Thank you in advance for your attentiveness regarding this issue.

Sincerely,

Scott P. Giffiths

Scott P. Griffith, President
ISA Certified Arborist #0901
Great Scott Tree Service, Inc.
Cell: (714) 514-4515

City of Aliso Viejo
AGENDA ITEM

DATE: June 3, 2026

TO: Mayor and City Council

FROM: Maria Kendig, Director of Government Services/City Clerk

SUBJECT: SECOND READING AND ADOPTION OF AN ORDINANCE DECLARING PRIMA FACIE SPEED LIMITS ON CERTAIN CITY STREETS

Recommended Action:

Conduct a second reading and adopt an Ordinance entitled:

> AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO CALIFORNIA, DECLARING PRIMA FACIE SPEED LIMITS ON CERTAIN CITY STREETS.

Fiscal Impact:

None.

Discussion:

On May 27, 2026, the City Council approved the introduction and first reading of the subject Ordinances by 5-0 vote. If adopted, the Ordinances will take effect 30 days after adoption.

Attachment:

1. Ordinance

ORDINANCE NO. 2026-253

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO CALIFORNIA, DECLARING PRIMA FACIE SPEED LIMITS ON CERTAIN CITY STREETS.

WHEREAS, the City's arterial, collector and local roadways are intended for the safe movement of motor vehicles; and

WHEREAS, Sections 22352, 22354, 22354.5, 22357, 22358, 22358.3 of the California Vehicle Code (CVC) establish prima facie speed limits on all the roadways in the State; and

WHEREAS, Sections 22352, 22354, 22354.5, 22357, 22358, 22358.3 of the California Vehicle Code (CVC) allows local agencies to post speed limits on city streets which are less than prima facie speed limits after completion of an engineering and traffic survey; and

WHEREAS, the City Council of the City of Aliso Viejo last established by ordinance prima facie speed limits on City roadways in 2019; and

WHEREAS, the engineering and traffic studies used to determine prima facie speed limits have been recently updated per the CVC, and

WHEREAS, the City Council does hereby approve the revised prima facie speed limits on certain City streets.

WHEREAS, this Ordinance is subject to CEQA categorical exemption Class 1 pursuant to the CEQA Guidelines, respectively, Title 14, California Code of Regulations Section 15301.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ALISO VIEJO ORDAINS AS FOLLOWS:

SECTION 1. Declaring prima facie speed limits for the following streets:

Street	Section		Prima Facie Speed (mph)
	From	To	
Alicia Parkway	City Limits	State Route 73	45
Alicia Parkway	State Route 73	Pacific Park Drive	45
Aliso Creek Road	Alicia Parkway	Aliso Viejo Parkway (South)	45
Aliso Creek Road	Aliso Viejo Parkway (South)	Pacific Park Drive	45
Aliso Creek Road	Pacific Park Drive	Glenwood Drive	45

Street	Section		Prima Facie Speed (mph)
	From	To	
Aliso Creek Road	Glenwood Drive	El Toro Road	45
Aliso Viejo Parkway	Moulton Parkway	Aliso Creek Road (North)	45
Aliso Viejo Parkway	Aliso Creek Road (North)	Enterprise	45
Aliso Viejo Parkway	Enterprise	Aliso Creek Road (South)	45
Autumnglen	Aliso Creek Road	Summerfield	30
Boundary Oak	Wood Canyon Drive	Pacific Grove Drive	30
Canyon Vistas	Pacific Park Drive	Silkwood	30
Canyon Wren Lane	Westwing	El Toro Road	35
Cedarbrook	Glenwood Drive	Da Vinci	30
Cedarbrook	Glenwood Drive	Aliso Viejo Parkway	30
Cedarbrook	Aliso Viejo Parkway	Park	30
Chase	Pacific Park Drive	Thistledown	30
City Lights Drive	Pacific Park Drive	Grand	35
Columbia	Aliso Creek Road	Aliso Viejo Parkway	35
Da Vinci	Glenwood Drive	Cedarbrook	30
Deerhurst	Pacific Park Drive	Wolverine Way	30
Eastwind	Briarglen	Amber	30
Eastwing	Westwing	Aliso Creek Road	35
Enterprise	Pacific Park Drive	Aliso Viejo Parkway	35
Enterprise	Aliso Viejo Parkway	Aliso Creek Road	35
Glenwood Drive	Moulton Parkway	Aliso Creek Road	45
Glenwood Drive	Aliso Creek Road	Enterprise	45
Hollyoak	Alicia Parkway	Laurelmont	25
Hopseed	Wood Vista Way	Hollyleaf	25
Journey	Pacific Park Drive	Aliso Creek Road	35
La Paz Road	Pacific Park Drive	SR-73	45
Laurelmont	Alicia Parkway	Hollyoak	25
Liberty	Aliso Viejo Parkway	Aliso Creek Road	40
Oakgrove	Pacific Grove Drive	Wood Canyon Drive (North)	35
Oak View Drive	Westridge Drive	Wood Canyon Drive	30
Pacific Park Drive	Enterprise	Chase	45
Pacific Park Drive	Chase	Aliso Viejo Parkway	45
Pacific Park Drive	Aliso Viejo Parkway	Alicia Parkway	45
Pacific Park Drive	Alicia Parkway	Mareblu	45
Peppertree	Pacific Park Drive	knuckle curve	30
Pursuit	Liberty	curve	30
Pursuit	Curve	Aliso Creek Road	30
Sanborn	Chase	Wood Canyon Drive	25

Street	Section		Prima Facie Speed (mph)
	From	To	
Summerfield	Aliso Creek Road	Autumnglen	30
Via Iglesia	Moulton Parkway	cul-de-sac	25
Westwing	Calle Corta	Aliso Creek Road	35
Westwing	Aliso Creek Road	Eastwing	35
Windsong	Aliso Creek Road	Cedarbrook	30
Wolverine Way	Aliso Creek Road	cul-de-sac	30
Wood Canyon Drive	Thistledown	Grand	30
Wood Canyon Drive	Grand	Pacific Park Drive	30
Wood Canyon Drive	Pacific Park Drive	Boundary Oak	45
Wood Canyon Drive	Boundary Oak	Calypso Street	45
Wood Canyon Drive	Knollwood	Hope Street	45
Wood Vista Way	Hopseed	Canyon Vistas	30
Argonaut Loop	Argonaut	Glenwood Drive	30
Brookline	End of Street	Aliso Creek Road	30
Columbia Loop	Columbia	Columbia	25
Journey Loop	Journey	Journey	30
Morning Ridge / Creekside / Woodside	Pacific Park Drive	Alicia Parkway	25

SECTION 2. The Public Works Department is hereby authorized and directed to install and/or upgrade any or all immediately appropriate signs giving notice of said speed limits.

SECTION 6. This Ordinance is enacted to update prima facie speed limits on existing streets. Therefore, it can be seen with certainty that adoption of this Ordinance will not have a significant adverse effect on the environment and is therefore exempt from California Environmental Quality Act pursuant to Section 15301(c) of the CEQA Guidelines.

SECTION 3. This Ordinance shall become effective when appropriate signs giving notice of the new speed limit are posted upon the street affected by this ordinance.

SECTION 4. The City Clerk shall certify to the adoption of this ordinance and shall cause the same to be published as required by law.

PASSED, ADOPTED AND APPROVED this ___ day of _____ 2026.

_____
Max Duncan
Mayor

APPROVED AS TO FORM:
Best Best & Krieger LLP

_____
Scott Smith,
City Attorney

STATE OF CALIFORNIA)
COUNTY OF ORANGE) SS
CITY OF ALISO VIEJO)

I, Maria Kendig, City Clerk of the City of Aliso Viejo, do hereby certify that the foregoing Ordinance No. 2026-253 was duly introduced and placed upon its first reading at a regular meeting of the City Council on the 20th day of May, 2026, and thereafter, said Ordinance was duly passed and adopted at a regular meeting of the City Council on the ____ day of _____ 2026, by the following vote, to wit:

AYES: COUNCIL MEMBERS: _____

NOES: COUNCIL MEMBERS: _____

ABSENT: COUNCIL MEMBERS: _____

_____
Maria Kendig,
City Clerk

City of Aliso Viejo
AGENDA ITEM

DATE: June 3, 2026

TO: Mayor and City Council

FROM: Captain Ryan Buhr, Chief of Police Services

SUBJECT: AGREEMENT WITH ALL CITY MANAGEMENT SERVICES, INC. FOR FISCAL YEAR 2026-27 CROSSING GUARD SERVICES

Recommended Actions:

Authorize the City Manager to execute the agreement with All City Management Services, Inc. for school crossing guard services for fiscal year (FY) 2026-27.

Fiscal Impact:

The cost for the crossing guard services agreement is $300,150 for a one-year term beginning July 1, 2026, and ending June 30, 2027. This is an increase of $14,407 or 5.0%, primarily due to an increase in their expenses related to insurance coverage. Crossing guard services are funded by the General Fund and included in the FY 2026-27 proposed budget.

Background:

The City of Aliso Viejo has used All City Management Services (ACMS) as the crossing guard vendor for the past 23 years. ACMS is a California-based corporation founded in 1985. They have provided crossing guard services for over 40 years and serve over 200 cities and school districts, including other South Orange County cities. ACMS manages all crossing guard program functions, including screening, recruitment, staffing, training, equipment, payroll, and supervision.

Discussion:

The City of Aliso Viejo contracts with ACMS for 10 crossing guards per school day. ACMS assigns area supervisors who are responsible for overseeing the day-to-day operations of the program. ACMS communicates with each school to ensure proper scheduling and maintains alternate guards to ensure adequate response and immediate replacement for any crossing guard absent from service for any reason. ACMS has provided quality and reliable services to the City and has been responsive to the needs of the City and the schools served.

The cost increase over FY 2026-27 is due to increased costs in most segments of this business, especially related to ACMS attracting and retaining qualified individuals for its Crossing Guard Program as well as nationwide increases to insurance premiums. Staff will continue to monitor key crossings throughout the community and report back to the City Council if changes in coverage are warranted.

Attachments:

1. Crossing Guard Agreement Pricing Letter

2. Agreement with All City Management Services, Inc.

ALL CITY MANAGEMENT SERVICES

April 2, 2026

Ann Eifert – Interim City Manager / Director of Financial Services
City of Aliso Viejo
12 Journey, Suite 100 Aliso Viejo, CA 92656

Dear Ms. Eifert,

As many agencies begin preparing budgets, we would like to confirm our interest in extending our agreement for School Crossing Guard Services through the 2026–2027 school year. Enclosed is a Client Worksheet detailing the updated hourly billing rate and a projection of your annual program cost based on current post locations and service hours.

Each year, we conduct a comprehensive review of the factors that influence the cost of providing a safe and fully compliant School Crossing Guard Program. For the upcoming term, the most significant driver of increased expenses is substantial nationwide increases in insurance premiums. These increases are directly tied to the well-documented risks associated with crossing-guard duties.

Recent research found that the job of a crossing guard has become increasingly dangerous and ranks among the top 5 deadliest occupations in the United States. According to a major Associated Press review of nearly 200 police departments, at least 230 school crossing guards across 37 states were struck by vehicles over the past decade, and nearly three dozen were killed.

These realities—documented fatality rates, rising injury claims, and a high-risk job profile—are directly reflected in the premium increases issued by insurance carriers. As a result, ACMS is experiencing materially higher costs to maintain the essential General Liability and Workers' Compensation coverage required to operate a safe, compliant, and responsibly insured program.

We remain fully committed to providing a safe, reliable, and professional School Crossing Guard Program for your community. We value our partnership and hope you will find the updated rate both reasonable and necessary to sustain the high safety and coverage standards your program deserves. If you have any questions or need further information, please contact me at (800) 540-9290.

Thank you for your continued partnership,

Brian Brooks
Chief Operating Officer

"Keeping Kids Safe"

All City Management Services Inc.

Client Worksheet 2026 - 2027

Department: 1008401 **Aliso Viejo, City of**

Billing Rate for 2026/2027: $36.25

Sites with Traditional Calendar

Calendar Groups	Hours/Year		Hourly Billing Rate		Group Total
7 Sites @ 4.00 hrs/day, 5 days/wk	5040 (7 sites x 4.00 hrs/day x 180 days/yr)	X	$36.25	=	$182,700.00
3 Sites @ 6.00 hrs/day, 5 days/wk	3240 (3 sites x 6.00 hrs/day x 180 days/yr)	X	$36.25	=	$117,450.00

TOTAL ANNUAL PROJECTED HOURS 8280 PROJECTED COST $300,150.00

AGREEMENT FOR CROSSING GUARD SERVICES

This AGREEMENT FOR CROSSING GUARD SERVICES (the "Agreement") is dated May 22, 2026, and is between the CITY OF ALISO VIEJO (hereinafter called the "Principal"), and ALL CITY MANAGEMENT SERVICES, INC., a California corporation (hereinafter called the "Contractor").

WITNESSETH

The parties hereto have mutually covenanted and agreed as follows:

1. This Agreement is for an initial term which commences on or about July 1, 2026, and ends on June 30, 2027 (the "Initial Term"). Thereafter, the term of this Agreement shall renew automatically on the termination date of this Agreement for up to two (2) additional, successive one (1) year periods (each, a "Renewal Term" and, together with the Initial Term, the "Term") unless either party provides the other party with no less than thirty (30) days' written notice to the other party prior to the end of the Initial Term or the Renewal Term, as applicable, in which case this Agreement shall terminate on the expiration date of the Initial Term, or the then-current Renewal Term, as the case may be.

2. The Contractor will provide personnel equipped and trained in appropriate procedures for crossing pedestrians in marked crosswalks. Such personnel shall be herein referred to as a "Crossing Guard". The Contractor will perform criminal background checks and confirm employment eligibility through E-Verify on all prospective personnel. The Contractor is an independent contractor and the Crossing Guards to be furnished by it shall at all times be its employees and not those of the Principal.

3. The Principal shall designate a representative to serve as its point of contact for dealing with Contractor with respect to this Agreement.

4. The Principal shall determine the locations where Crossing Guards shall be furnished by the Contractor. The Contractor shall provide at each designated location personnel properly trained as herein specified for the performance of duties as a Crossing Guard. The Contractor shall provide supervisory personnel to see that Crossing Guard activities are taking place at the required places and times, and in accordance with the terms of this Agreement.

5. The Contractor shall maintain adequate reserve personnel to be able to furnish alternate Crossing Guards in the event that any person fails to report for work at the assigned time and location and agrees to provide immediate replacement.

6. In the performance of its duties the Contractor and all employees of the Contractor shall conduct themselves in accordance with the conditions of this Agreement and all applicable laws of the state in which the Services are to be performed.

7. Persons provided by the Contractor as Crossing Guards shall be trained in all applicable laws of the

state in which the Services are to be performed pertaining to general pedestrian safety in school crossing areas.

8. Crossing Guard Services (the "Services") shall be provided by the Contractor at the designated locations on all days in which school is in session in the area under Principal's jurisdiction. The Contractor also agrees to maintain communication with the designated schools to maintain proper scheduling.

9. The Contractor shall provide all Crossing Guards with apparel by which they are readily visible and easily recognized as Crossing Guards. Such apparel shall be uniform for all persons performing the duties of Crossing Guards and shall be worn at all times while performing said duties. This apparel must be appropriate for weather conditions. The Contractor shall also provide all Crossing Guards with hand held Stop signs and any other safety equipment which may be necessary.

10. The Contractor shall at all times provide workers' compensation insurance covering its employees and shall provide and maintain liability insurance for Crossing Guard activities. The Contractor will provide to the Principal a Certificate of Insurance naming the Principal and its officials, officers and employees as additional insureds. Such insurance shall include commercial general liability with a combined single limit of not less than $1,000,000.00 per occurrence and in aggregate for property damage and bodily injury. Such insurance shall be primary with respect to any insurance maintained by the Principal and shall not call on the Principal's insurance contributions. Such insurance shall be endorsed for contractual liability and personal injury and shall include the Principal, its officers, agents and interest of the Principal. Such insurance shall not be canceled, reduced in coverage or limits or non-renewed except after thirty (30) days written notice has been given to the Principal.

11. Contractor agrees to defend, indemnify and hold harmless the Principal, its officers, employees, agents and representatives, from and against any and all actions, claims for damages to persons or property, penalties, obligations or liabilities (each a "Claim" and collectively, the "Claims") that may be asserted or claimed by any person, firm, entity, corporation, political subdivision or other organization arising out of the sole negligent acts or omissions, or willful misconduct, of Contractor, its agents, employees, subcontractors, representatives or invitees.

    a) Contractor will defend any action or actions filed in connection with any of said claims, damages, penalties, obligations or liabilities and will pay all costs and expenses including attorney's fees incurred in connection herewith.

    b) In the event the Principal, 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 sole negligence of Contractor hereunder, Contractor agrees to pay Principal, its officers, agents, or employees, any and all costs and expenses incurred by the Principal, its officers agents or employees in such action or proceeding, including, but not limited to, reasonable attorney's fees.

    c) In the event that a court determines that liability for any Claim was caused or contributed to by the negligent act or omission or the willful misconduct of Principal, liability will be apportioned between Contractor and Principal based upon the parties' respective degrees of culpability, as determined by the court, and Contractor's duty to indemnify Principal will be limited accordingly.

d) Notwithstanding anything to the contrary contained herein, Contractor's indemnification obligation to Principal for Claims under this Agreement will be limited to the maximum combined aggregate of Contractor's general liability and umbrella insurance policies in the amount of $6,000,000 (Six Million Dollars).

12. Either party shall have the right to terminate this Agreement by giving sixty (60) days written notice to the other party.

13. The Contractor shall not have the right to assign this Agreement to any other person or entity except with the prior written consent of the Principal.

14. The Principal agrees to pay the Contractor for the Services rendered pursuant to this Agreement the sum of thirty-six dollars and twenty-five cents **($36.25)** per hour, per Crossing Guard during the Initial Term. It is understood that the cost for providing eight thousand two hundred eighty **(8,280)** hours of service shall not exceed three hundred thousand one hundred fifty dollars **($300,150.00)**. For automatic renewals no less than (60) days before the expiration of the Initial Term, or the Renewal Term, as applicable, Contractor will notify Principal of its proposed hourly rate for the following 12-month period, which will be deemed accepted by Principal unless Principal notifies Contractor of its disagreement therewith, or its intent not to renew the Agreement, in writing, no less than thirty (30) days prior to the end of the Initial Term or the Renewal Term, as applicable. If Principal disagrees with Contractor's proposed new hourly rate, but still wishes to renew the Agreement the parties will negotiate in good faith to reach mutual agreement on, and confirm in writing, the new hourly rate for the following 12-month period, prior to the expiration of the Initial Term or the Renewal Term, as the case may be.

15. Payment is due within thirty (30) days of receipt of Contractor's properly prepared invoice.

16. Contractor may request a price increase during the term as a result of any legally-mandated increases in wages or benefits imposed in the state or municipality in which the Services are to be performed and to which Contractor's employees would be subject. Contractor shall provide Principal with 60 days-notice of its request to increase pricing. Principal agrees to review and respond to said notice within 30 days of receipt.

17. This Agreement constitutes the complete and exclusive statement of the agreement among the parties with respect to the subject matter hereof and supersedes all prior written or oral statements among the parties, including any prior statements, warranties, or representations. This Agreement is binding upon and will inure to the benefit of the parties hereto and their respective heirs, administrators, executors, successors, and assigns. Each party hereto agrees that this Agreement will be governed by the law of the state in which the Services are to be performed, without regard to its conflicts of law provisions. Any amendments, modifications, or alterations to this Agreement must be in writing and signed by all parties. There will be no presumption against any party on the ground that such party was responsible for preparing this Agreement or any part of it. Each provision of this Agreement is severable from the other provisions. If any provision of this Agreement is declared invalid or contrary to existing law, the inoperability of that provision will have no effect on the remaining provisions of the Agreement which will continue in full force and effect.

[SIGNATURES FOLLOW ON NEXT PAGE]

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the day and year written below.

PRINCIPAL	**CONTRACTOR**
City of Aliso Viejo	**All City Management Services, Inc.**
By_____ Signature	By_____
_____ Print Name and Title	_____ Print Name and Title
Date_____	Date_____

City of Aliso Viejo
AGENDA ITEM

DATE: June 3, 2026

TO: Mayor and City Council

FROM: Brett Channing, City Manager

SUBJECT: AGREEMENT WITH THE COUNTY OF ORANGE FOR FISCAL YEAR 2026-27 LAW ENFORCEMENT SERVICES

Recommended Action:

Approve and authorize the Mayor to execute the agreement with the County of Orange for Fiscal Year 2026-27 law enforcement services in the amount of $11,550,802.

Fiscal Impact:

The agreement with the County of Orange for fiscal year (FY) 2026-27 law enforcement services total $11,550,802. The cost for services is funded primarily by the General Fund, with public safety and other grants funding $195,542. The FY 2026-27 contract includes dedicated City staff, regional and shared staff, the replacement of one motorcycle and one F150 truck for the Community Services Officer/Parking Control position.

Background:

The Orange County Sheriff's Department (OCSD) has provided law enforcement services to the City since incorporation in 2001. Law enforcement services for FY 2026-27 include the positions and service levels as noted below:

Position Title	Service Level
Captain	1
Sergeant – Administrative	1
Sergeant – Patrol (Share with LW)	1.33
Investigator (Share with LW)	1.5
Deputy Sheriff II – Patrol	15
Deputy Sheriff II – SRO/Motor (Share with LN)	0.65
DS II Motorcycle	2
Community Services Officer	2
Senior Emergency Management Program Coordinator	1
Regional/Shared Staff	15.9

Discussion:

The FY 2026-27 total cost of $11,550,802 does not include any potential increases as a result of labor negotiations that may commence after the approval of the agreement. According to OCSD estimates, a 1% salary increase to labor agreements equate to a $92,533 increase to the contract amount with the City.

A reduction in contract costs of up to $811,137 can be achieved with the continued freezing, elimination, or re-classification of three current vacant positions and equipment provided below.

Position Title / Equipment	FY 2026-27
Deputy Sheriff II – Motorcycle	$ 353,921
Community Services Officer (CSO)/Parking Control	180,398
Senior Emergency Management Program Coordinator	205,918
CSO Vehicle	70,900
Total Potential Reduction in Costs	$ 811,137

The current proposed FY 2026-27 Annual Budget includes the full cost of the law enforcement contract of $11,550,802 as outlined in the FY 2026-27 agreement (attachment 1) and summary cost sheet (attachment 2). At this time, Staff recommends approving the agreement as provided.

City staff, along with the Chief of Police Services, will be evaluating the current staffing levels to identify potential savings moving forward. Any recommended changes to the contract will be presented to City Council for consideration and approval at a future Council meeting.

Attachments:

1. Agreement
2. FY 2026-27 OCSD Summary Cost Sheet

CONTRACT
With
City of Aliso Viejo
For
Law Enforcement Services

This Contract for Law Enforcement Services, (hereinafter referred to as "Contract") is made and entered into as of the date fully executed by and between the County of Orange, a political subdivision of the State of California (hereinafter referred to as "County,") on behalf of Orange County Sheriff's Department, ("Sheriff"), and the City of Aliso Viejo, (hereinafter referred to as "City,") with County and City sometimes individually referred to as "Party", or collectively referred to as "Parties"

ATTACHMENTS

This Contract is comprised of this document and the following Attachments, which are attached hereto and incorporated by reference into this Contract:

Attachment A – Scope of Work
Attachment B – Payment Provisions
Attachment C – Level of Service
Attachment D – City Ordinances
Attachment E – TVAP Resolution
Attachment F – TVAP Form
Attachment G – Forfeited and Seized Asset Policy

RECITALS

WHEREAS, City wishes to contract with County for law enforcement services; and

WHEREAS, County is agreeable to the rendering of such services, as authorized in Government Code sections 51301, 54981, and 55632, on the terms and conditions hereinafter set forth,

NOW, THEREFORE, the Parties mutually agree as follows:

ARTICLES

General Terms and Conditions:

A. **Term of Contract:** This Contract shall commence July 1, 2026 and terminate June 30, 2027 unless earlier terminated by either Party or extended in the manner set forth herein.

B. **Termination:** County and City may terminate this Contract, without cause, upon one-hundred and eighty (180) days written notice to the other Party.

If the County and City have not entered into a written Contract for further law enforcement services thirty (30) days before this Contract terminates, then the County and City may execute an amendment that provides as follows and does not materially alter other terms of the Contract: County shall continue to provide to City all, or a designated part, of the law enforcement services specified herein, for sixty (60) days following the termination date of this Contract, and City shall pay County the full costs of providing such services. Such full costs may be greater than those listed herein.

C. **Entire Contract:** This Contract contains the entire Contract between the parties with respect to the matters herein, and there are no restrictions, promises, warranties or undertakings other than those set forth herein or referred to herein.

D. **Amendments:** Unless expressly provided for in this Contract, no alteration or variation of the terms of this Contract shall be valid unless made in writing and signed by the parties; no oral understanding or Contract not

incorporated herein shall be binding on either of the parties; and no exceptions, alternatives, substitutes or revisions are valid or binding on either Party unless authorized in writing.

E. **Severability:** If any term, covenant, condition or provision of this Contract is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remainder of the provisions hereof shall remain in full force and effect and shall in no way be affected, impaired or invalidated thereby.

F. **Headings:** Headings used throughout this Contract are for convenience only and shall not affect the meaning or interpretation of any provisions of this Contract.

G. **Independent Contractor:** County is and at all times shall be deemed to be, an independent contractor. Nothing herein contained shall be construed as creating the relationship of employer and employee, or principal and agent, between City and County or any of County's agents or employees. County and its Sheriff shall retain all authority for rendition of services, standards of performance, control of personnel, and other matters incident to the performance of services by County pursuant to this Contract. County, its agents and employees, shall not be entitled to any rights or privileges of City employees and shall not be considered in any manner to be City employees.

H. **Indemnification:** City agrees to indemnify, defend with counsel approved in writing by County, and hold County, its elected and appointed officials, officers, employees, agents and agencies with County's Board of Supervisors acts as the governing Board ("County Indemnitees") harmless from any claims, demands or liability of any kind or nature, including but not limited to injury to or death of persons, or property damage, arising from or related to allegations based on acts or omissions of City related to this Contract.

County agrees to indemnify, defend with counsel approved in writing by City, and hold City and its elected and appointed officials, officers, agents, employees, subcontractors and independent contractors harmless from any claims, demands or liability of any kind or nature, including but not limited to injury to or death of persons, or property damage, arising from or related to allegations based on acts or omissions of County related to this Contract. County Indemnitees shall not be deemed to have assumed any liability for any dangerous or defective condition on any public street, work, or property of the City and for any illegality of City's municipal ordinances.

If judgement is entered against City and County by a court of competent jurisdiction because of the concurrent active negligence of County or County Indemnitees, City and County agree that liability will be apportioned as determined by the court. Neither party shall request a jury apportionment.

I. **State Audit:** Pursuant to Government Code Section 8546.7, City and County shall be subject to examination and audit by the State Auditor for a period of three years after final payment by City to County under this Contract. City and County shall retain all records relating to the performance of this Contract for said three-year period, except that those records pertaining to any audit then in progress, or to any claims or litigation, shall be retained beyond said three-year period until final resolution of said audit, claim or litigation.

J. **Notices:** Termination notices shall be effective when written and deposited in the United States mail, certified, return receipt requested and addressed as below. All other notices authorized or required by this Contract shall be effective when written and deposited in the United States mail, first class postage prepaid and addressed as follows:

CITY: ATTN: CITY MANAGER
CITY OF ALISO VIEJO
12 JOURNEY, SUITE 100
ALISO VIEJO, CA 92629

COUNTY: ATTN: LAW ENFORCEMENT CONTRACT MANAGER
SHERIFF-CORONER DEPARTMENT
320 NORTH FLOWER STREET, SUITE 108
SANTA ANA, CA 92703

-Signature Page to Follow-

IN WITNESS WHEREOF, the Parties hereto have executed this Contract on the dates opposite their respective signatures:

City: Aliso Viejo

By: _____ Title: Mayor _____

Print Name: _____ Date: _____

Attest: _____

City Clerk

Approved as to Form

By: _____
City Attorney

County:

By: _____ Title: Chair of the Board of Supervisors _____

Print Name: _____ Date: _____

Signed and certified that a copy of this Contract has been delivered to the Chair of the Board Per Government Code section 25103; Resolution 79-1535.

Attest: _____

Robin Stieler
Clerk of the Board
County of Orange, California

Approved as to Form
Office of the County Counsel
Orange County, California

By: DocuSigned by: Annie Loo B7726751D1E947E...
Deputy

ATTACHMENT A

SCOPE OF WORK

A. Regular Services By County:

1. Sheriff shall render to City law enforcement services as hereinafter provided. Such services shall include the enforcement of lawful State statutes and lawful municipal ordinances of City, other than licensing ordinances.

2. The night, day and evening patrol and supervisory shifts will be established by Sheriff. Personnel of each shift may work varying and different times and may be deployed to other shifts when, in the opinion of Sheriff and City Manager, the need arises. Any long-term shift deployment change will be reported to the City Council.

3. The level of service, other than for licensing, to be provided by the County for this Contract is set forth in Attachment C.

4. The Sheriff will provide a slate of candidates who are eligible for the rank of Captain with the Sheriff from which the City Manager may select a Police Services Chief. The Police Services Chief will be the on-side department head for the city and will attend City Council, staff and community meetings at the discretion of the City Manager.

5. Patrol Performance Goals shall be as follows:

- Response to Priority One Calls: 5 minutes
- Response to Priority Two Calls: 12 minutes
- Response to Priority Three Calls: 20 minutes

The Police Services Chief will report to the City Manager regarding City Police Services personnel's performance in meeting these goals. In the event of a major incident outside the boundaries of City, adequate law enforcement personnel will remain in City to respond to Priority One and Priority Two calls for service.

6. For any service that is provided to City at less than 100% of a full-time Sheriff position, County retains the option to terminate such service in the event the other City or cities that contract(s) for the balance of the time of the employee providing the service no longer pay(s) for such service and City does not request the Contract be amended to pay 100% of the cost of the employee providing such service. The Maximum Obligation of City will be adjusted accordingly.

7. All services contracted for in this Contract may not be operational on the precise date specified in this Contract. In those instances, Sheriff shall notify City Manager of the date or dates such service or services are to be implemented. If the City pays for a service before its implementation, the County shall provide a credit, based on the vacancy credit rates calculated for that fiscal year, in the City's final invoice of that fiscal year.

8. During emergencies, such as mutual aid situations, Sheriff will attempt to leave in City the Captain in charge of City Police Services. If Sheriff determines that the Captain is needed elsewhere, Sheriff will notify City's Manager within four hours. Sheriff will return the Captain to City as soon as possible once the emergency situation is under control.

9. Sheriff shall receive applications for City licenses pursuant to the City's ordinances in Attachment D and complete investigations relating to such applications. Said investigations shall be forwarded to City Manager who is responsible for the disposition of the application and notification to the applicant. County shall not provide any advisory, administrative, hearing or litigation attorney support or services related to licensing. County shall not provide any administrative or investigatory services related to the licensing ordinances, except the investigations relating to initial applications for which this subsection provides.

10. With the limitations set forth below, Sheriff, on behalf of County, is authorized to execute written amendments to this Contract to increase or decrease the level of service, when Sheriff and City mutually agree that such increase or decrease in the level of service is appropriate. Any such amendment to the Contract shall concomitantly increase or decrease the cost of services payable by City. Sheriff and appropriate City personnel shall file copies of any such amendments to this Contract with the Clerk of County's Board of Supervisors and City's Clerk. Except for costs related to Employee Bargaining has defined herein, changes to this Contract executed by

Sheriff and City Manager may not, in the aggregate, increase or decrease the cost of services payable by City by more than one percent (1%) of the Maximum Obligation.

B. Enhanced And Supplemental Services By County:

1. Enhanced services for events on City property. At the request of City, through its City Manager, Sheriff may provide enhanced law enforcement services for functions, such as community events, conducted on property that is owned, leased or operated by City. Sheriff shall determine personnel and equipment needed for such enhanced services. City shall reimburse County for such additional services, at an amount computed by Sheriff, based on the current year's County law enforcement cost study. The cost of these enhanced services shall be in addition to the Maximum Obligation of City. Sheriff shall bill City immediately after each such event.

2. Supplemental services for occasional events operated by private individuals and entities on non-City property. At the request of City, through its City Manager, Sheriff may provide supplemental law enforcement services to preserve the peace at special events or occurrences that occur on an occasional basis and are operated by private individuals or private entities on non-City property. Sheriff shall determine personnel and equipment needed for such supplemental services, and will provide such supplemental services only if Sheriff is able to do so without reducing the normal and regular ongoing services that Sheriff otherwise would provide to City pursuant to this Contract. Such supplemental services shall be provided only by regularly appointed full-time peace officers, at rates of pay governed by a Memorandum of Understanding between County and the bargaining unit(s) representing the peace officers providing the services. Such supplemental services shall include only law enforcement duties and shall not include services authorized to be provided by a private patrol operator, as defined in Section 7582.1 of the Business and Professions Code. Law enforcement support functions, including, but not limited to, clerical functions and forensic science services, may be performed by non-peace officer personnel if the services do not involve patrol or keeping the peace and are incidental to the provision of law enforcement services. City shall reimburse County its full, actual costs of providing such supplemental services at an amount computed by Sheriff, based on the current year's County law enforcement cost study. The cost of these supplemental services shall be in addition to the Maximum Obligation of City. Sheriff shall bill City immediately after each such event.

3. Supplemental services for events operated by public entities on non-City property. At the request of City, through its City Manager, Sheriff may provide supplemental law enforcement services to preserve the peace at special events or occurrences that occur on an occasional basis and are operated by public entities on non-City property. Sheriff shall determine personnel and equipment needed for such supplemental services, and will provide such supplemental services only if Sheriff is able to do so without reducing services that Sheriff otherwise would provide to City pursuant to this Contract. City shall reimburse County its full, actual costs of providing such supplemental services at an amount computed by Sheriff, based on the current year's County law enforcement cost study. The cost of these supplemental services shall be in addition to the Maximum Obligation of City. Sheriff shall bill City immediately after each such event.

4. Notwithstanding the foregoing, City, through its permit process, may utilize the services of Sheriff at events, for which City issues permits, that are operated by private individuals or entities or public entities. Sheriff shall determine personnel and equipment needed for said events. If said events are in addition to the level of services listed in this Contract, City shall reimburse County for such additional services at an amount computed by Sheriff, based upon the current year's County law enforcement cost study. The cost of these services shall be in addition to the Maximum Obligation of City. Sheriff shall bill City immediately after said services are rendered.

5. In accordance with Government Code Section 51350, County has adopted Board Resolution 89-1160 which identifies Countywide services, including but not limited to helicopter response. Sheriff through this contract provides enhanced helicopter response services. The cost of enhanced helicopter response services is included in the Maximum Obligation of City. County shall not charge any additional amounts for enhanced helicopter services without written notification to the City.

C. Body Worn Camera And In Car Video:

1. As part of the law enforcement services to be provided to City, County has provided, or will provide, body worn cameras (hereinafter called "BWC") that will be worn by Sheriff's personnel and In Car Video (hereinafter called "ICV") that will be mounted in vehicles designated by Sheriff for use within City service area.

2. Sheriff has the exclusive right to use said BWC and ICV for law enforcement services related to this Contract.

3. City shall pay County the full costs to County of a) the acquisition of BWC and the acquisition and installation of ICV, and b) recurring costs, as deemed necessary by County, including the costs of maintenance and contributions to a fund for replacement and upgrade of such BWC and ICV when they become functionally or technologically obsolete. The costs to be paid by City for recurring costs, including maintenance and replacement/upgrade of BWC and ICV, are included in the costs set forth in the Maximum Obligation of City, unless City has already paid such costs.

4. If, following the initial acquisition of BWC and ICV referenced above, City requires BWC and ICV for additional Sheriff's personnel or vehicles designated for use in the City service area, County will purchase said additional BWC and ICV. Upon demand by County, City will pay to County a) the full costs of acquisition of additional BWC and the full cost of acquisition and installation of additional ICV, and b) the full recurring costs for said BWC and ICV, as deemed necessary by County, including the costs of maintenance, and contributions to a fund for replacement and upgrade of such BWC and ICV when they become functionally or technologically obsolete. Said costs related to additional BWC and ICV are not included in, and are in addition to, the costs set forth in the Maximum Obligation.

5. County will replace and/or upgrade BWC and ICV as needed. The costs of replacing/upgrading BWC and ICV shall be paid by County from the replacement/upgrade funds to be paid by City in accordance with the foregoing. City shall not be charged any additional charge to replace or upgrade BWC and ICV.

D. Traffic Violator Apprehension Program:

1. County has established a Traffic Violator Apprehension Program ("the Program"), which is operated by Sheriff, and is designed to reduce vehicle accidents caused by unlicensed drivers and drivers whose licenses are suspended and to educate the public about the requirements of the Vehicle Code and related safety issues with regard to driver licensing, vehicle registration, vehicle operation, and vehicle parking. The Program operates throughout the unincorporated areas of the County and in the cities that contract with County for Sheriff's law enforcement services, without regard to jurisdictional boundaries, because an area-wide approach to reduction of traffic accidents and driver education is most effective in preventing traffic accidents. In order for City to participate in the Program, City has adopted fees pursuant to Vehicle Code Section 22850.5, in the same amount as approved by County, as set forth in the resolution that is Attachment E (hereinafter called a "TVAP resolution"), and has directed that the revenue from such fee be used for the Program. City's participation in the Program may be terminated at any time by rescission or amendment of its TVAP resolution. In the event City 1) amends said TVAP resolution, or rescinds said TVAP resolution and adopts a new TVAP resolution pertaining to the above-referenced fees and the Program, and 2) remains a participant in the Program thereafter, City's Manager, on behalf of City, and Sheriff, on behalf of County, have authority to execute an amendment of this Contract to substitute City's amended or new TVAP resolution for Attachment E to the Contract, as long as said amendment to this Contract does not materially change any other provision of this Contract. As County updates its fees for the Program periodically, County will provide written notice to City of the updated fees. City's participation in the Program will terminate if City determines not to adopt the updated fees for the Program.

2. County will make available for review, at the request of City, all financial data related to the Program as may be requested by City.

3. Fee revenue generated by County and participating cities will be used to fund the following positions, which will be assigned to the Program:

- Ten one hundredths of one (0.10) Sergeant

  (8 hours per two-week pay period)

- One (1) Staff Specialist

  (80 hours per two-week pay period)

- One (1) Office Specialist

  (80 hours per two-week pay period)

4. Fee revenue generated by City may be used to reimburse City for expenditures for equipment and/or supplies directly in support of the Program. In order for an expenditure for equipment and/or supplies to be eligible for

reimbursement, City shall submit a request for and obtain pre-approval of the expenditure by using the form as shown in Attachment F.

The request shall be submitted within the budget schedule established by Sheriff. Sheriff shall approve the expenditure only if both of the following conditions are satisfied: 1) there are sufficient Program funds, attributable to revenue generated by City's fee, to pay for the requested purchase, and 2) City will use the equipment and/or supplies, during their entire useful life, only for purposes authorized by its TVAP resolution in effect at the time of purchase.

In the event that City terminates its participation in the Program, City agrees that the equipment purchased by City and reimbursed by Program funds will continue to be used, during the remainder of its useful life, exclusively for the purposes authorized by City's TVAP resolution in effect at the time of purchase.

5. In the event the fees adopted by County, City and other participating jurisdictions are not adequate to continue operation of the Program at the level at which it operated previously, County, at the option of City, will reduce the level of Program service to be provided to City or will continue to provide the existing level of Program services. County will charge City the cost of any Program operations that exceed the revenue generated by fees. Such charges shall be in addition to the Maximum Obligation of City. The amount of any revenue shortfall charged to City will be determined, at the time the revenue shortfall is experienced, according to City's share of Program services rendered. In the event of a reduction in level of Program service, termination of Program service or adjustment of costs, the parties shall execute an amendment to this Contract so providing. Decisions about how to reduce the level of Program service provided to City shall be made by Sheriff with the approval of City.

E. Mobile Data Computers:

1. As part of the law enforcement services to be provided to City, County has provided, or will provide, mobile data computers (hereinafter called "MDCs") that are or will be mounted in patrol vehicles and motorcycles, designated by County for use within City limits.

2. Sheriff has the exclusive right to use said MDCs for law enforcement services related to this Contract.

3. City shall pay County the full costs to County of a) the acquisition and installation of MDCs that are or will be mounted in patrol vehicles and motorcycles assigned to City, and b) recurring costs, as deemed necessary by County, including the costs of maintenance and contributions to a fund for replacement and upgrade of such MDCs when they become functionally or technologically obsolete.

The costs to be paid by City for recurring costs, including maintenance and replacement/upgrade of MDCs, are included in the costs set forth in the Maximum Obligation of City unless City has already paid such costs.

4. If, following the initial acquisition of MDCs referenced above, City requires MDCs for additional patrol cars or motorcycles designated for use in City, or for City's Emergency Operations Center, County will purchase said additional MDCs. Upon demand by County, City will pay to County a) the full costs of acquisition and installation of said additional MDCs, and b) the full recurring costs for said MDCs, as deemed necessary by County, including the costs of maintenance, and contributions to a fund for replacement and upgrade of such MDCs when they become functionally or technologically obsolete. Said costs related to additional MDCs are not included in, and are in addition to, the costs set forth in the Maximum Obligation of City.

5. County will replace and/or upgrade MDCs as needed. The costs of replacing/upgrading MDCs shall be paid by County from the replacement/upgrade funds to be paid by City in accordance with the foregoing. City shall not be charged any additional charge to replace or upgrade MDCs.

F. E-Citation Units:

1. As part of the law enforcement services to be provided to City, County has provided, or will provide, E-Citation units designated by County for use within City limits.

2. Sheriff has the exclusive right to use said E-Citation units for law enforcement services related to this Contract.

3. City shall pay County the full costs to County of a) the acquisition of E-Citation units that are assigned to City, and b) recurring costs, as deemed necessary by County, including the costs of maintenance and contributions to a fund for replacement and upgrade of such E-Citation units when they become functionally or technologically obsolete.

The costs to be paid by City for recurring costs, including maintenance and replacement/upgrade of E-Citation units, are included in the costs set forth in the Maximum Obligation of City unless City has already paid such costs.

4. If, following the initial acquisition of E-Citation units referenced above, City requires additional E-Citation units designated for use in City, County will purchase said additional E-Citation units. Upon demand by County, City will pay to County a) the full costs of acquisition of said additional E-Citation units, and b) the full recurring costs for said E-Citation units, as deemed necessary by County, including the costs of maintenance, and contributions to a fund for replacement and upgrade of such E-Citation units when they become functionally or technologically obsolete. Said costs related to additional E-Citation units are not included in, and are in addition to, the costs set forth in the Maximum Obligation of City.

5. County will replace and/or upgrade E-Citation units as needed. The costs of replacing/upgrading E-Citation units shall be paid by County from the replacement/upgrade funds to be paid by City in accordance with the foregoing. City shall not be charged any additional charge to replace or upgrade E-Citation units.

G. Equipment:

1. As part of the law enforcement services to be provided to City, County shall purchase motorcycles and radios that meet certain law enforcement standards as determined by the County (hereinafter "Equipment").

2. City shall pay County the full costs to County of a) the acquisition of Equipment, b) recurring costs, c) the costs of maintenance, and d) replacement and upgrade of such Equipment when they become functionally or technologically obsolete, as deemed necessary by County. The costs to be paid by City are included in the costs set forth in the Maximum Obligation of City.

3. The Equipment purchased by the County for services to the City shall be the property of the County.

4. Radios and motorcycles previously purchased by the City for County law enforcement services to the City shall be the property of and maintained by the City. Notwithstanding the Indemnification provisions of this Contract, County shall be responsible to City for any damage to City radios and motorcycles caused by County's act or omission.

H. City Office Space

1. In consideration of the promises contained herein, City hereby grants to County rent-free use of office space, office furniture, and office equipment and supplies located in City Hall or other City building for the provision of services under this Contract (hereinafter "Police Station"). Said office space, furniture and equipment and supplies shall be used solely by personnel of City and County, while performing their assigned duties related to services under this Contract. City and County shall mutually agree on the precise location, size and type of said office space, office furniture and office equipment supplies. City shall supply all repair, maintenance and janitorial supplies and services to the Police Station and shall be responsible for all charges for utilities supplied to said premises.

2. City and Sheriff agree to staff the Police Station and remain accessible to the public during normal business hours. Sheriff personnel who are regularly deployed to deliver services to adjacent unincorporated areas may operate in and out of the Police Station as a regular duty station.

3. City shall be responsible for the cost of fuel used for services in this Contract. City may: 1) provide fuel via the City's fuel pumps or 2) otherwise pay the County for the provision of fuel in a manner that is acceptable to both Parties. For motorcycles, the City shall pay the County for the provision of fuel in a manner that is acceptable to both Parties. For all other vehicles, City and County shall mutually agree on which method shall be utilized. Limited reimbursement of such costs is included in the costs set forth in Attachment B.

4. Persons detained in City will be booked into the Sheriff Intake-Release Center. Persons will not be booked or housed at the Police Station.

5. Fingerprinting and copying services will be performed by Sheriff employees located at the Police Station.

PAYMENT PROVISIONS

1. Compensation: Pursuant to Government Code Section 51350, City agrees to pay to County the full costs of performing the services mutually agreed upon in this Contract. The costs of services include salaries, wages, benefits, mileage, services, supplies, equipment, and divisional, departmental and County General overhead.

The Maximum Obligation of City for services to be provided by the County for the period July 1, 2026 through June 30, 2027 shall be $11,550,802 (herein "Maximum Obligation"). The County shall provide the City with a new Maximum Obligation prior to the start of the new fiscal year term for the remaining fiscal years included in this Contract Term, if applicable.

The overtime costs included in the Contract are only an estimate. Sheriff shall notify City of actual overtime worked during each fiscal year. If actual overtime worked is above or below budgeted amounts, billings will be adjusted accordingly at the end of the fiscal year. Actual overtime costs may exceed City's Maximum Obligation.

2. Personnel and Deployment:

A. City shall pay the full costs of employees in the following instances:
   1. County-paid holidays.
   2. Sick leave to the extent that it does not exceed the greater of a.) 12 days per year, per position, or b.) the amount of leave accrued by an employee assigned to City during the time he or she has been assigned to City.
   3. Vacation leave to the extent it does not exceed an amount permitted by County to be accumulated by an employee at any one time.
   4. Training as mandated by the California Commission on Peace Officers Standards and Training (P.O.S.T.) or as mandated by Sheriff.
   5. Bereavement leave as authorized by County.
   6. Jury duty leave as authorized by County.
   7. Responses to mutual aid and natural or man-made disasters or emergencies, unless the County provides a replacement employee, in which case the City will pay for one employee.

B. A position unfilled for any period as a result of Workers' Compensation leave shall be considered on leave. A position unfilled for any period as a result of reassignment to another function within Sheriff's Department shall be considered vacant. The County will provide a credit to the City for the hours a position is vacant. The credit may be offset with overtime and reconciled at fiscal year-end.

C. The Sheriff shall not charge the City when an employee, usually assigned to the City, participates in specialized Sheriff services that are available throughout the County, including in City, in accordance with County Resolution No. 89-1160. If the Sheriff determines that overtime coverage of the employee's absence at City is required, the additional cost of such overtime will not be charged to the City.

Notwithstanding the above, in the event that County personnel provide services in response to mutual aid and natural or man-made disasters or emergencies and the County subsequently receives reimbursement for those services, the County will credit the reimbursement to the City.

3. Invoice: County shall invoice City monthly and will require payment by City of one-twelfth (1/12) of the Maximum Obligation of City. If a determination is made that increases due to Employee Bargaining must be paid, County thereafter shall include the pro-rata charges for such increases in its monthly invoices to City for the balance.

4. Employee Bargaining: At the time this Contract is executed, there may be unresolved issues pertaining to potential changes in salaries and benefits for County employees. If changes result in the County incurring or becoming obligated to pay for increased costs for or on account of personnel whose costs are included in the calculations of costs charged to City hereunder, City shall pay County, the full costs of said increases to the extent

such increases are attributable to work performed by such personnel after the starting date of this Contract. City shall pay County in full for such increases on a pro-rata basis over the portion of the Contract term remaining after County notifies City that increases are payable.

If City is required to pay for such increases, County, at the request of City, will thereafter reduce the level of service provided to City to a level that will make the Maximum Obligation of City an amount specified by City. The purpose of such adjustment of service levels will be to give City the option of keeping its Maximum Obligation hereunder at the pre-increase level or at any other higher or lower level specified by City. In the event of such reduction in level of service and adjustment of costs, the parties shall execute an amendment to this Contract. Decisions about how to reduce the level of service provided to City shall be made by Sheriff with the approval of City.

5. Billing Policy: City shall pay County in accordance with County Board of Supervisors' approved County Billing Policy dated October 27, 1992. The provisions of the policy, including a discount for early payment, shall apply to this Contract. Payments made electronically via a credit card or through a banking system that charges Merchant Fees, Service Fees, or any other Fees shall be the responsibility of the City. If the County is charged any of the before mentioned fees, the City shall be responsible for payment of these fees to the County.

6. Late Penalties: County shall charge City late payment penalties in accordance with County Billing Policy.

7. Licensing Payments: As payment for the Licensing Services described in this Contract, County shall retain all fees paid by applicants for licenses pursuant to City ordinances. Retention of said fees by County shall constitute payment in full to County for costs incurred by County in performing the functions related to licensing; provided, however, that if any of said fees are waived or reduced by City, City shall pay to County the difference between the amount of fees retained by County and the fees that were set forth in the City's ordinances at the time this Contract was executed. If City increases the fee schedule for the licensing ordinances, either party shall have the right to seek amendment of this Contract with respect to the division of the increased fees between City and County.

8. Fees: Fees generated or collected by Sheriff contract personnel for response to false alarms or copying of documents related to the services provided in this Contract will be at County-established rates and will be credited to City on an annual basis. Narcotic asset forfeitures will be handled pursuant to Attachment G.

Revenue generated by City fees, including but not limited to the following, will be at rates established by City and will be retained by City:

a. Bicycle licensing
b. Fingerprinting
c. Visa letters
d. Report duplication
e. DUI cost recovery
f. Special police services

ORANGE COUNTY SHERIFF-CORONER
LAW ENFORCEMENT CONTRACT
CITY OF ALISO VIEJO
FY 2026-27

LEVEL OF SERVICE

Title	Detail	Quantity	Cost of Service (each)	Cost of Service Total
MANAGEMENT:				
Captain		1.00	$ 525,623	$ 525,623
SUPERVISION:				
Sergeant	Administrative	1.00	$ 425,954	$ 425,954
Sergeant	Patrol	1.00	$ 425,954	$ 425,954
Sergeant (shared)	Patrol	0.33	$ 425,954	$ 140,565
INVESTIGATION SERVICES:				
Investigator		1.00	$ 406,636	$ 406,636
Investigator (shared)		0.50	$ 406,636	$ 203,318
PATROL AND TRAFFIC SERVICES:				
Deputy Sheriff II -Patrol	Patrol	15.00	$ 343,569	$ 5,153,535
Deputy Sheriff II -Motor	Traffic	2.00	$ 353,921	$ 707,842
ADDITIONAL SERVICES:				
Community Services Officer	Parking Control	2.00	$ 180,398	$ 360,796
Deputy Sheriff II - Motor (shared)	School Resource Officer	0.65	$ 359,495	$ 233,672
Senior Emerg. Mgmt. Prog. Coord.		1.00	$ 205,918	$ 205,918
TOTAL POSITIONS		**25.48**		**$ 8,789,813**

REGIONAL / SHARED STAFF:

Title	Regional Team	Quantity	% Allocation	Cost $
TRAFFIC:				
Sergeant	Traffic	0.60	5.34%	$ 14,381
Investigator	Traffic	1.00	5.34%	$ 19,210
Deputy Sheriff II	Traffic	3.00	5.34%	$ 65,050
Investigative Assistant	Traffic	2.00	5.34%	$ 20,395
AUTO THEFT:				
Sergeant	Auto Theft	0.30	5.81%	$ 7,786
Investigator	Auto Theft	2.00	5.81%	$ 48,625
Investigative Assistant	Auto Theft	1.00	5.81%	$ 11,170
Office Specialist	Auto Theft	1.00	5.81%	$ 8,322
DET:				
Sergeant	DET	1.00	13.17%	$ 69,217
Investigator	DET	1.00	13.17%	$ 59,873
COURTS:				
Investigative Assistant	Courts	2.00	8.68%	$ 31,042
MOTORCYCLE (shared Supervision):				
Sergeant	Motorcycle Supervision	1.00	10.53%	$ 48,543
TOTAL REGIONAL/SHARED		**15.90**		**$ 403,614**

OTHER CHARGES AND CREDITS:

OTHER CHARGES:

Other Charges include: Annual leave paydowns and apportionment of cost of leave balances paid at end of employment; Body Worn Camera (BWC) and In Car Video (ICV); contract administration; data line charges; enhanced helicopter response services; E-Citation recurring costs for three (3) units; facility lease; holiday pay; Integrated Law & Justice of Orange County fees; Mobile Data Computer (MDC) recurring cost for nineteen and eighty-three hundredths (19.83) units; overtime; patrol training cost allocation; premium pay for biligual staff, education incentive pay and on-call; services and supplies; and transportation charges. Purchase of One (1) motorcycle and One (1) CSO Vehicle F150

CREDITS:

Credits include: AB109 (2011 Public Safety Realignment); estimated vacancy credits; false alarm fees; reimbursement for training and miscellaneous programs; reimbursement for restitution.

TOTAL OTHER CHARGES AND CREDITS	**$ 2,357,375**
TOTAL COST OF SERVICES	**$ 11,550,802**

ATTACHMENT D

CITY OF ALISO VIEJO

ORDINANCE NO. 2010-126

LICENSING

ADULT BUSINESS ENTERTAINER PERMIT INCLUDES DANCE INSTRUCTOR (NUDE), DANCE STUDIO (NUDE), FIGURE MODEL (NUDE), FIGURE MODEL STUDIO (NUDE), INTERLOCUTRIX (NUDE), INTRODUCTORY SERVICE, AND RAP SESSION (NUDE)

BINGO GAME

CANVASSER/SOLICITOR

ESCORT SERVICES

JUNK COLLECTOR

JUNK DEALER

MASSAGE ESTABLISHMENT (Includes FBI fees)

MASSAGE PRACTITIONER/TECHNICIAN (Includes FBI fees)

PEDDLER

POOL ROOM

PUBLIC DANCE

RETAIL SALE OF FIREARMS/GUN DEALER

SECONDHAND DEALER (PAWNBROKER)

SECURITY SYSTEM

TAXICAB STAND

RESOLUTION NO. 2024-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, AUTHORIZING THE ORANGE COUNTY SHERIFF'S DEPARTMENT TO COLLECT ITS UPDATED FEE FOR THE TRAFFIC VIOLATOR APPREHENSION PROGRAM IN THE CITY OF ALISO VIEJO

WHEREAS, the Orange County Sheriff-Coroner ("the Sheriff") has instituted a Traffic Violator Apprehension Program designed to reduce vehicle accidents caused by unlicensed drivers and drivers whose licenses are suspended and to educate the public about the requirements of the Vehicle Code and related safety issues with regard to driver licensing, vehicle registration, vehicle operation, and parking; and

WHEREAS, the Sheriff operates the Traffic Violator Apprehension Program in the unincorporated areas of Orange County and in cities (such as the City of Aliso Viejo) that contract for the Sheriff's law enforcement services; and

WHEREAS, operating the Traffic Violator Apprehension Program on an area-wide basis without regard to jurisdictional boundaries between the County and contract cities serves the public purpose of the City because drivers routinely cross jurisdictional boundaries, making an area-wide approach to reduction of traffic accidents and driver education most effective in preventing traffic accidents in all participating jurisdictions; and

WHEREAS, on January 20, 2021, the Aliso Viejo City Council adopted Resolution No. 2021-04, which authorized the Sheriff to collect fees in the City in connection with the Traffic Violator Apprehension Program in amounts identical to the County's fees as set forth in County Resolution No. 20-161; and

WHEREAS, the Board of Supervisors has established an interest-earning, budgeted special revenue fund, called the "Traffic Violator Fund" and designated as Fund 13B, to be controlled by the Sheriff; and

WHEREAS, the Board of Supervisors has directed that proceeds from the Traffic Violator Apprehension Program fees be deposited into the Traffic Violator Fund; and

WHEREAS, the Board of Supervisors has directed that funds from the Traffic Violator Fund must be used to reimburse the Sheriff for the administrative costs associated with the removal, storage, impound, and release of vehicles in accordance with the California Vehicle Code ("Vehicle Code"); and

WHEREAS, the Sheriff impounds vehicles removed from highways, public property, and private property in the unincorporated areas of the County and in contract cities pursuant to the following authority under the Vehicle Code:

Vehicle Code Section and Impound Ground

14602.6	Suspended, revoked or unlicensed driver/30-day hold
22651 (a)	Unattended vehicle on bridge
22651 (d)	Vehicle blocking driveway
22651 (e)	Vehicle blocking fire hydrant
22651 (f)	Vehicle blocking freeway
22651 (h) (1)	Driver arrested
22651 (h) (2)	Order of suspension or revocation pursuant to section 13388
22651 (i) (1)	Multiple parking citations
22651 (j)	Lack of vehicle registration
22651 (k)	Parking over seventy-two hours
22651 (l)	Parking in a construction zone
22651 (m)	Violation of special events restriction
22651 (n)	No parking zone
22651 (o) (1)	Vehicle registration is incorrect, falsified or expired by more than six months
22651 (p)	Driver unlicensed or license suspended
22651 (r)	Vehicle blocking another vehicle
22651 (t)	Notice to appear/illegal amber lights
22651 (u)	Acting as a car dealer without a license or temporary permit
22651 (v)	Illegally letting stand a mobile billboard advertisement
22651 (w)	Second or subsequent violation of an ordinance
22655.3	Removal for investigation (fleeing in violation of section 2800.1 or 2800.2)

22655.5 (a)	Vehicle was used as the means of committing a public offense
22655.5 (b)	Vehicle is evidence of a crime
22669	Abandoned vehicle

WHEREAS, Vehicle Code section 22850.5 authorizes the City Council, by resolution, to establish a fee equal to the administrative costs relating to the removal, impound, storage, or release of properly impounded vehicles; and

WHEREAS, a cost study prepared in 2024 by the Sheriff demonstrated a need to update the County's Traffic Violator Apprehension Program fees. The Sheriff's cost study determined that the Sheriff's administrative costs relating to the removal, impound, storage, or release of vehicles properly impounded under the Vehicle Code is $174.00 per removal; and

WHEREAS, on June 25, 2024, the Orange County Board of Supervisors adopted Resolution No. 24-085, which established the fee in the amount of $174 and authorizes an annual administrative fee adjustment for the removal, impound, storage or release of vehicles, effective July 1st of each year, starting 2025, not to exceed the annual percentage of the Los Angeles-Long Beach-Anaheim "all items" Consumer Price Index, provided that the amount does not exceed the actual costs to OCSD; and

WHEREAS, consistent with the City's authority under Vehicle Code section 22850.5, the Sheriff has requested that the City update its Traffic Violator Apprehension fees to match the County's new fee of $174.00 per removal;

WHEREAS, the City Council desires to update the Traffic Violator Apprehension Program fee to match the County and further desires for the Sheriff to continue to collect the fee on behalf of the City. Continuing with such a practice will ensure that persons whose vehicles are impounded, rather than the public as a whole, will bear the administrative costs of such impounds; and

WHEREAS, Vehicle Code section 22850.5 imposed the following restrictions on the imposition of this administrative fee:

a) The fee may only be imposed on the registered owner or the agents of that owner and may not include any vehicle towed under an abatement program or sold at a lien sale pursuant to Sections 3068.1 to 3074, inclusive, of, and Section 22851 of, the Civil Code unless the sale is sufficient in amount to pay the lienholder's total charges and proper administrative costs; and

b) Any charges shall be collected by the local or state authority only from the registered owner or an agent of the registered owner; and

c) The charges shall be in addition to any other charges authorized or imposed pursuant to this code; and

d) The fee does not include any administrative costs associated with conducting a hearing or appeal relating to the removal, impound, storage, or release of a vehicle; and

WHEREAS, in addition to the limitations set forth above, it is also unfair to impose the administrative fee authorized by Vehicle Code section 22850.5 in the following circumstances: 1) when the vehicle was left because it became inoperable while being drive, if the owner makes good faith attempts promptly to remove the vehicle from location where it is not permitted, 2) when the vehicle was stolen, 3) when the vehicle was left by an ill or injured driver, and 4) when it is demonstrated to the satisfaction of the Sheriff or his/her designee that neither the registered owner of the vehicle nor his/her agent, if any, was at fault in creating the circumstances leading to the impounding of the vehicle; and

WHEREAS, a notice of public hearing with respect to the proposed new Traffic Violator Apprehension Program fee provided herein was given according to law; and

WHEREAS, a public hearing pertaining to the new Traffic Violator Apprehension Program fee was held on September 18, 2024; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALISO VIEJO AS FOLLOWS:

SECTION 1: The recitals above are true and correct and are hereby adopted as findings, as if fully set forth herein.

SECTION 2: The City Council finds that project is exempt from the provisions of California Environmental Quality Act ("CEQA") 21080(b)(8) of the Public Resources Code and Section 157273 of the CEQA Guidelines as the establishment of modification of rates, fees, and charges, which are for the purpose of meeting operating expenses, including employee wage rates and fringe benefits, purchasing or leasing supplies, equipment or materials as set forth herein; and

SECTION 3: That on September 18, 2024, the administrative fee indicated below shall become effective for the removal, impound, storage, or release of vehicles properly impounded after removal from locations in the City in accordance with or on account of provisions of the Vehicle Code listed below:

A fee of $174.00 for each removal of a vehicle in accordance with or on account of violation of Vehicle Code sections:

14602.6	Suspended, revoked or unlicensed driver/30-day hold
22651 (a)	Unattended vehicle on bridge

22651 (d)	Vehicle blocking driveway
22651 (e)	Vehicle blocking fire hydrant
22651 (f)	Vehicle blocking freeway
22651 (h) (1)	Driver arrested
22651 (h) (2)	Order of suspension or revocation pursuant to section 13388
22651 (i) (1)	Multiple parking citations
22651 (j)	Lack of vehicle registration
22651 (k)	Parking over seventy-two hours
22651 (l)	Parking in a construction zone
22651 (m)	Violation of special events restriction
22651 (n)	No parking zone
22651 (o) (1)	Vehicle registration is incorrect, falsified or expired by more than six months
22651 (p)	Driver unlicensed or license suspended
22651 (r)	Vehicle blocking another vehicle
22651 (t)	Notice to appear/illegal amber lights
22651 (u)	Acting as a car dealer without a license or temporary permit
22651 (v)	Illegally letting stand a mobile billboard advertisement
22651 (w)	Second or subsequent violation of an ordinance
22655.3	Removal for investigation (fleeing in violation of section 2800.1 or 2800.2)
22655.5 (a)	Vehicle was used as the means of committing a public offense
22655.5 (b)	Vehicle is evidence of a crime
22669	Abandoned vehicle

SECTION 4: The Sheriff is authorized to collect the fee established herein, on behalf of the City, at the time of release of vehicles that are subject to the fee.

SECTION 5: The fee established herein shall only be imposed on the registered owner or the agent of the owner of the impounded vehicle, shall not include any vehicle towed under an abatement program or sold at a lien sale pursuant to Sections 3068.1 to 3074, inclusive of, and Section 22851 of, the Civil Code unless the sale is sufficient in amount to pay the lienholder's total charges and proper administrative costs.

SECTION 6: The fee established herein shall be collected only from the registered owner or an agent of the registered owner and that said fee is in addition to any other charges authorized or imposed pursuant to the Vehicle Code.

SECTION 7: The fee established herein complies with Vehicle Code section 22850.5 (b)(4) as the cost study conducted by the Sheriff that supports the $174.00 per removal fee did not include administrative costs for conducting a hearing or appeal related to the removal, impound, storage, or release of a vehicle.

SECTION 8: The Sheriff shall not impose the fee established herein in any of the following circumstances: (a) when the vehicle was left because it became inoperable while being driven, if the owner made good faith attempts promptly to remove the vehicle from a location where it was not permitted: (b) when the vehicle was stolen; (c) when the vehicle was left by an ill or injured drive; or (d) when it is demonstrated to the satisfaction of the Sheriff or his/her designee that neither the registered owner of the vehicle nor his/her agent, if any, was at fault in creating the circumstances leading to the impounding of the vehicle.

SECTION 9: A registered owner or an agent of a registered owner who believes he/she/they are exempt from the fee established herein under any of the criteria listed in Section 8 above may apply in writing for a waiver of the fee and shall present such supporting information or documentation, as the Sheriff may request, to the City's Administrative Sergeant. Upon the presentation of a written application for waiver of said fee, together with such supporting documentation as may be requested by the Sheriff, the Administrative Sergeant or his/her designee shall determine promptly whether the applicant meets the criteria for a waiver of the fee and if so, shall waive the fee.

SECTION 10: Until further order of the City Council, the Sheriff is directed to deposit the proceeds of the fee established herein into Traffic Violator Fund in the County Treasury. Proceeds from the Traffic Violator Fund shall be used in conformance with the County's restrictions for the same as well as in conformance with any applicable provisions set forth in the City's agreement with the County for the Sheriff's law enforcement services.

SECTION 11: Until further order of the City Council, the Board of Supervisors

is authorized to carry forward in the Traffic Violator Fund and accumulate any balance of proceeds of fees imposed by this Resolution that remains at the end of a fiscal year, as long as such fee proceeds will be used for the purposes provided herein.

SECTION 12: Authorizes an annual administrative fee adjustment as determined by OCSD for the removal, impound, storage or release of vehicles, effective July 1st of each year, starting 2025, not to exceed the annual percentage of the Los Angeles-Long Beach-Anaheim "all items" Consumer Price Index, provided that the amount does not exceed the actual costs to OCSD; and

SECTION 13: This Resolution supersedes Resolution No. 2021-04.

PASSED, APPROVED AND ADOPTED this 18th day of September, 2024.

Mike Munzing
Mayor

APPROVED AS TO FORM:

Scott C. Smith, City Attorney

ATTEST:

Lauren Torres, Deputy City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF ALISO VIEJO)

I, Lauren Torres, Deputy City Clerk of the City of Aliso Viejo, California, DO HEREBY CERTIFY that the foregoing is the original of Resolution No. 2024-26 duly passed and adopted by the City Council of the City of Aliso Viejo at their regular meeting held on the 18th day of September, 2024, by the following roll call vote, to wit:

AYES: Mayor Munzing, Mayor Pro Tem Ackley, Councilmembers Chun, Duncan and Hurt

NOES: None

ABSENT: None

LAUREN TORRES
DEPUTY CITY CLERK

(SEAL)

ATTACHMENT F

ORANGE COUNTY SHERIFF-CORONER
TRAFFIC VIOLATOR APPREHENSION PROGRAM

REQUEST				
	CONTRACT CITY			
	Participating City Request to Purchase From the TVA in FY		Date	
	QUANTITY	**ITEM DESCRIPTION**	**APPLICABILTY TO TVA PROGRAM**	**ESTIMATED COST**

CERTIFICATION	
	THE CITY CERTIFIES THAT THE EQUIPMENT PURCHASED BY CITY AND TO BE REIMBURSED BY PROGRAM FUNDS WILL BE USED FOR ITS ENTIRE USEFUL LIFE EXCLUSIVELY FOR THE PURPOSES OF THE TRAFFIC VIOLATOR APPREHENSION PROGRAM CITY MANAGER REQUEST: Printed Name _____ Signature: _____ DATE _____

APPROVALS		
	ORANGE COUNTY SHERIFF-CORONER DEPARTMENT	
	Recommended For Approval	
	CITY POLICE SERVICES CHIEF	MANAGER – TVA PROGRAM

OCSD
BUDGET
USE ONLY

POLICY FOR DISTRIBUTION OF FORFEITED AND SEIZED ASSETS

BACKGROUND

The Orange County Sheriff's Department provides contract law enforcement services to cities in Orange County. Because of the increased likelihood that contracted patrol or investigation personnel may become involved in significant narcotic seizures, which could affect law enforcement services provided by the Sheriff's Department to contract cities, the following policy is in effect.

CONTRACTED PATROL AND INVESTIGATION OFFICERS

When assets (cash or property) are seized in CITY by contracted patrol or investigation personnel, and subsequently forfeited to COUNTY's Sheriff Department, hereinafter referred to as "SHERIFF", the forfeited assets shall be shared with CITY as set forth below, for the purpose of augmenting law enforcement services in CITY, subject to guidelines by the forfeiting agency of such sharing and use of forfeited assets. A portion of forfeited assets may be retained by SHERIFF, to pay for departmental expenses not recovered through law enforcement contracts.

In such cases, pursuant to the forfeiting agency's guidelines, SHERIFF shall apply to the forfeiting agency for the return of a share of assets. In his application, SHERIFF shall specify the percentage of shared assets returned to SHERIFF that will be used to augment law enforcement services in CITY and the use of said assets by CITY.

In those cases in which assets are seized within CITY by personnel assigned to CITY pursuant to this Agreement, without the involvement of other law enforcement personnel, and in which the seizure is a result solely of activities self-initiated by SHERIFF personnel assigned to CITY or initiated by said personnel in response to calls for service within CITY, SHERIFF shall apply to have all of the assets used to augment CITY law enforcement services.

In those cases in which SHERIFF personnel assigned to CITY pursuant to this Agreement play an ancillary role in a seizure or in which other law enforcement personnel are involved in a seizure, SHERIFF shall determine the percentage of the total forfeited assets for which he will apply to augment CITY's law enforcement services. This determination will be based on the circumstances of the seizure, including the pro-rata involvement of all personnel, including those assigned to CITY.

Each seizure will be evaluated on an individual and independent basis, and said evaluations will be available for review to CITY's manager. Examples of those incidents which would be evaluated as set forth in this section include situations in which a contract patrol deputy provides uniformed backup at a SHERIFF's Narcotic Bureau search warrant location or in which contract investigators participate in the service of a search warrant that was initiated by non-contract law enforcement personnel.

Assets (cash or property) that are returned to SHERIFF by the forfeiting agency with the understanding that they will be used to augment CITY law enforcement services shall be used by CITY and SHERIFF only for such purposes. If the forfeiting agency attaches additional or more specific conditions to the use of said assets, CITY and SHERIFF shall also abide by those conditions. SHERIFF and CITY's manager shall determine the specific use of said assets within the conditions imposed by the forfeiting agency.

CITY OF ALISO VIEJO

FISCAL YEAR 2026-27

FINAL

April 23, 2026

Add: One (1) Motorcycle
One (1) CSO's Vehicle F150

Share: Four (4) Sergeants with LH, LW (1/3 AV, 1/3 LH, 1/3 LW)
One (1) Deputy Sheriff II - School Resources Officer (SRO) with LN (0.35)
One (1) Investigator Position with LW (0.50)

			SALARIES & EMPLOYEE BENEFITS						INDIRECT COSTS						
NO	DIRECT PURCHASE POSITIONS		SALARY	OVERTIME	POST PAY	BENEFITS	SERVICES & SUPPLIES	TRANSP.	DEPT. OH	DIV. OH	TRAINING	COUNTY OH	OTHER	REVENUE	TOTAL
1	Captain		241,997	0	12,511	211,282	9,481	0	11,609	30,604	4,907	3,232	0	0	**525,623**
1	Sergeant - Administrative		181,823	0	23,061	158,589	9,481	0	11,609	33,882	4,907	2,602	0	0	**425,954**
1.33	Sergeant - Patrol (Share with LW)		241,825	0	30,671	210,923	12,610	0	15,440	45,063	6,526	3,461	0	0	**566,519**
1.5	Investigator (Share w/LW)		238,409	0	21,456	207,058	14,222	0	17,414	100,734	7,361	3,300	0	0	**609,954**
15	DS II Patrol		2,173,920	0	139,965	1,885,035	142,215	0	174,135	535,275	73,605	29,385	0	0	**5,153,535**
0.65	DS II SRO/Motor (Share with LN)		100,803	0	6,065	85,353	6,163	0	7,546	23,195	3,190	1,357	0	0	**233,672**
2	DS II Motorcycle		303,056	0	18,662	258,674	18,962	0	23,218	71,370	9,814	4,086	0	0	**707,842**
22.48	**Subtotal Safety**		**$3,481,833**	**$0**	**$252,391**	**$3,016,914**	**$213,134**	**$0**	**$260,971**	**$840,123**	**$110,310**	**$47,423**	**$0**	**$0**	**$8,223,099**
2	Community Services Officer		146,368	0	0	102,626	18,962	0	23,218	67,764	0	1,858	0	0	**360,796**
1	Sr. Emergency Mgt. Prog. Coord. (full position)		115,571	0	0	64,758	9,481	0	11,609	3,031	0	1,468	0	0	**205,918**
3.00	**Subtotal Professional**		**$261,939**	**$0**	**$0**	**$167,384**	**$28,443**	**$0**	**$34,827**	**$70,795**	**$0**	**$3,326**	**$0**	**$0**	**$566,714**
25.48	**TOTAL STAFF**		**$3,743,772**	**$0**	**$252,391**	**$3,184,298**	**$241,577**	**$0**	**$295,798**	**$910,918**	**$110,310**	**$50,749**	**$0**	**$0**	**$8,789,813**
	REGIONAL / SHARED STAFF														
0.6	Traffic - Sergeant	5.34%	6,081	280	739	5,160	317	551	372	636	157	88	0	0	**14,381**
1	Traffic - Investigator	5.34%	8,488	0	764	7,372	528	0	620	1,061	262	115	0	0	**19,210**
3	Traffic - Deputy Sheriff II	5.34%	25,491	5,217	1,495	21,207	1,585	3,828	1,860	3,182	786	399	0	0	**65,050**
2	Traffic - Investigative Assistant	5.34%	8,744	149	0	7,018	1,040	0	1,240	2,094	0	110	0	0	**20,395**
0.3	Auto Theft - Sergeant	5.81%	3,306	152	402	2,805	168	299	202	319	85	48	0	0	**7,786**
2	Auto Theft - Investigator	5.81%	19,335	2,121	1,661	16,418	1,119	3,640	1,348	2,126	570	287	0	0	**48,625**
1	Auto Theft - Investigative Assistant	5.81%	4,621	383	0	3,832	550	0	674	1,048	0	62	0	0	**11,170**
1	Auto Theft - Office Specialist	5.81%	3,720	4	0	2,470	550	0	674	858	0	46	0	0	**8,322**
1	DET Sergeant	13.17%	25,564	7,498	3,037	21,832	1,036	0	1,529	7,624	646	451	0	0	**69,217**
1	DET Investigator	13.17%	22,288	5,621	1,884	18,873	1,036	0	1,529	7,624	646	372	0	0	**59,873**
2	Courts - Investigative Assistant	8.68%	14,028	631	0	11,445	1,646	0	2,015	1,095	0	182	0	0	**31,042**
1	Motorcycle Sergeant + MDC	10.53%	20,405	0	2,427	17,473	1,376	1,933	1,222	2,090	517	293	807	0	**48,543**
15.90	**Subtotal**		**$162,071**	**$22,056**	**$12,409**	**$135,905**	**$10,951**	**$10,251**	**$13,285**	**$29,757**	**$3,669**	**$2,453**	**$807**	**$0**	**$403,614**

CITY OF ALISO VIEJO

FISCAL YEAR 2026-27

FINAL

April 23, 2026

Add: One (1) Motorcycle
One (1) CSO's Vehicle F150

Share: Four (4) Sergeants with LH, LW (1/3 AV, 1/3 LH, 1/3 LW)
One (1) Deputy Sheriff II - School Resources Officer (SRO) with LN (0.35)
One (1) Investigator Position with LW (0.50)

		SALARIES & EMPLOYEE BENEFITS						INDIRECT COSTS						
NO	ADDITIONAL COSTS/REVENUE	SALARY	OVERTIME	POST PAY	BENEFITS	SERVICES & SUPPLIES	TRANSP.	DEPT. OH	DIV. OH	TRAINING	COUNTY OH	OTHER	REVENUE	TOTAL
	Overtime		1,088,099		73,898						13,819			**1,175,816**
	Estimate: Vacancy Credit											(200,000)		**(200,000)**
	Annual Leave (Pay Downs & Termination Pay)											84,303		**84,303**
	AB109 (2011 Public Safety Realignment)												(5,814)	**(5,814)**
	Body Worn Cameras (BWC) and In Car Video (ICV) Costs											159,089		**159,089**
	Contract Administration											34,470		**34,470**
1	CSO Vehicle (F150)											70,900		**70,900**
	Data Line					2,026								**2,026**
	E - Citation													**0**
3	E - Citation Recurring Costs											7,927		**7,927**
	Enhanced Helicopter Response Services						38,867							**38,867**
	Facility Lease					85,006								**85,006**
	Holiday Pay: Comp & Straight Time											134,865		**134,865**
	Integrated Law & Justice Agency of Orange County											3,570		**3,570**
	Mobile Data Computers (MDC) - Acquisition													**0**
19.83	Mobile Data Computers (MDC) - Recurring/Replacement Costs											83,589		**83,589**
1	Motorcycle Cost											41,321		**41,321**
	Patrol Training Cost Allocation (FTB)									183,799				**183,799**
	Premium Pay											125,720		**125,720**
	Retirement Rate Discount (Expenses for Interest and Issuance)													**0**
	Retirement Rate Discount, (Gross)													**0**
	Revenue/False Alarms												(14,894)	**(14,894)**
	Revenue/Training Reimbursement													**0**
	Revenue/Restitution Reimbursement													**0**
	Services & Supplies					71,677								**71,677**
	Transportation - Vehicle Fuel, Maintenance, Mileage Interest etc.						275,138							**275,138**
	Subtotal	**$0**	**$1,088,099**	**$0**	**$73,898**	**$158,709**	**$314,005**	**$0**	**$0**	**$183,799**	**$13,819**	**$545,754**	**($20,708)**	**$2,357,375**
	FY 2026-27- FINAL CONTRACT TOTAL	**$3,905,843**	**$1,110,155**	**$264,800**	**$3,394,101**	**$411,237**	**$324,256**	**$309,083**	**$940,675**	**$297,778**	**$67,021**	**$546,561**	**($20,708)**	**$11,550,802**
	FY 2025-26 - FINAL CONTRACT TOTAL	**$3,897,513**	**$1,107,708**	**$262,650**	**$3,531,275**	**$372,156**	**$329,976**	**$281,855**	**$933,230**	**$263,031**	**$66,374**	**$464,226**	**($26,044)**	**$11,483,950**
		0.21%	0.22%	0.82%	-3.88%	10.50%	-1.73%	9.66%	0.80%	13.21%	0.97%	17.74%	-20.49%	0.58%
		$8,330	$2,447	$2,150	($137,174)	$39,081	($5,720)	$27,228	$7,445	$34,747	$647	$82,335	$5,336	**$66,852**

City of Aliso Viejo
AGENDA ITEM

DATE: June 3, 2026

TO: Mayor and City Council

FROM: Cora Swanson, Human Resources Manager

SUBJECT: REPORT ON STAFF VACANCIES, RECRUITMENT, AND RETENTION EFFORTS

Recommendation:

1. Conduct the public hearing; and

2. Receive and file the report on staff vacancies, recruitment, and retention efforts.

Fiscal Impact:

None.

Background:

Assembly Bill 2561 (Government Code Section 3502.3) became effective January 1, 2025. It requires public agencies to hold a public hearing to present the status of vacancies, recruitment, and retention efforts prior to adoption of the annual budget. During the hearing, the agency must also identify any necessary changes to policies, procedures, and recruitment activities.

Discussion:

The City of Aliso Viejo has 29 full-time positions authorized in the budget. There is currently one vacancy, representing approximately 3% percent of the City's authorized full-time staffing. The current vacancy is a full-time Recreation Specialist position within the Recreation & Community Services Department.

In addition to full-time staffing, the City has one part-time Office Assistant, one part-time Recreation Specialist and approximately 10 to 20 part-time Recreation Leaders and Senior Recreation Leaders at any given time. The number of Recreation Leader and Senior Recreation Leader positions is not specified in the budget and fluctuates based on the City's operational needs. Staffing levels are increased during the summer months when additional recreational programs and camps are offered.

During the reporting period for fiscal year 2025/2026, four positions were recruited for and filled.

Recruitment is conducted online through the City's website and social media channels, using GovernmentJobs.com for all positions. Position openings may also be submitted to professional organizations and industry-specific job boards, when deemed appropriate.

Retention efforts include maintaining competitive salary and benefits packages, including medical, dental, vision, and retirement benefits. The City also hosts quarterly all-staff meetings that include team-building activities and employee engagement opportunities intended to support a positive working environment. Staff training and professional development opportunities continue to be encouraged and supported throughout the year.

The City does not anticipate the need to modify existing policies, procedures, or recruitment practices to address future vacancies. Therefore, staff recommends that the City Council hold the public hearing and receive and file the report on staff vacancies, recruitment, and retention efforts.

City of Aliso Viejo
AGENDA ITEM

DATE: June 3, 2026

TO: Mayor and City Council

FROM: So Kim, Community Development Department
Rose Rivera, Senior Planner

SUBJECT: ZONING CODE AMENDMENT ZA-2026-01004: OBJECTIVE DESIGN STANDARDS FOR QUALIFYING RESIDENTIAL PROJECTS

Recommended Actions:

1. Find that Zoning Code Amendment ZA-2026-02004 is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the State CEQA Guidelines; and

2. Introduce for first reading of an Ordinance entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, AMENDING THE ALISO VIEJO MUNICIPAL CODE TO ESTABLISH OBJECTIVE DESIGN STANDARDS FOR QUALIFYING HOUSING PROJECTS AND DETERMINING THE ACTION TO BE EXEMPT FROM CEQA.

Fiscal Impact:

There is no fiscal impact associated with the proposed action. Funding for preparation of the Objective Design Standards was provided by the Orange County Council of Governments (OCCOG) through the REAP 2.0 grant program, which funded consultant services provided by PlaceWorks.

Background:

Senate Bill 35 (SB 35), originally enacted in 2017 and expanded in recent years, is a state law that requires cities and counties to approve qualifying housing developments through a streamlined, ministerial review process. This process eliminates discretionary review and public hearings for eligible projects that meet specified criteria, including affordability requirements and compliance with objective zoning standards.

Accordingly, the City's Housing Element includes a series of housing programs to implement its goals and policies. Among these is Program No. 9, Streamlined Residential Permit Processing, which requires the City to establish objective development standards

to facilitate the streamlined approval of housing projects consistent with SB 35 requirements.

The City currently applies design standards set forth in Section 15.62 of the Aliso Viejo Municipal Code (AVMC). However, many of these standards are subjective in nature and therefore cannot be applied to SB 35 projects. State law limits review of qualifying projects to objective standards only, which are measurable, clearly defined, and not reliant on personal interpretation or discretionary judgment by the reviewing authority.

In November 2025, the City received REAP 2.0 grant funding from the Orange County Council of Governments (OCCOG) and retained PlaceWorks, a planning and design consulting firm, to prepare objective design standards. As part of this effort, the City conducted outreach to the development community, including a virtual Developer Roundtable on May 14, 2026, with local housing developers who have active projects in the City. Feedback from the roundtable was considered in the preparation of the Objective Design Standards Manual (ODS). Although the City has not yet received an SB 35 application, adopting these standards implements Housing Element Program No. 9 and ensures the City is prepared to review qualifying projects in compliance with State law.

Discussion:

The proposed Zoning Code Amendment establishes objective design standards to provide clear, measurable requirements for qualifying residential development. The Objective Design Standards Manual includes provisions related to site planning, building design, massing and articulation, landscaping, parking, and accessory structures. These standards are intended to be applied through a ministerial review process and verified during plan check.

The standards apply to the following residential development projects as shown below:

a. Single-family and/or duplex neighborhoods, multi-family, and mixed-use developments that dedicate at least 20 percent of base units as affordable to low income households on sites identified in the City's Housing Element to accommodate the lower income regional housing needs allocation (RHNA), consistent with Government Code Section 65583.2, subdivisions (c), (h), and (i).

b. Single-family and/or duplex neighborhoods, multi-family, and mixed-use developments that dedicate at least 10 percent of base units as affordable to low income households, on sites that are not identified in the City's adopted Housing Element and meet all SB 35 eligibility requirements pursuant to Government Code Section 65913.4.

c. Substantiative renovations or structural alterations of the building types listed in sections (a) and (b), when 50 percent or more of the exterior walls or roof are demolished as part of the renovation.

Projects that meet the above eligibility criteria for ministerial processing will not require discretionary review, public hearings, or City Council approval. Projects that do not meet these criteria will continue to be processed through the City's standard discretionary review procedures. Adoption of the proposed standards will ensure consistency with State law and implement the Housing Element, while providing applicants with clear and consistent expectations for project design and development. The ODS, if approved, will not apply to projects currently under review and will apply only to applications submitted after the effective date (potentially mid-July).

Environmental:

The proposed ordinance is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the State CEQA Guidelines, which provides that a project is exempt from CEQA if the activity is covered by the common sense exemption that CEQA only applies to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Zoning Code Amendment ZA-2026-01004 will not have a significant effect on the environment as it simply establishes objective design review standards for residential projects in accordance with State law; it does not authorize construction or development. As the City receives individual project applications, projects subject to discretionary review will be reviewed in accordance with CEQA; projects subject to ministerial approval under SB 35 are exempt from CEQA pursuant to Government Code Section 21080(b)(1).

Public Notice:

On May 21, 2026, a public notice was published in the Laguna Niguel News.

Attachment:

1. Draft Ordinance
2. Draft Objective Design Standards Manual
3. Response to Developer's Comments
4. Presentation

ORDINANCE NO. 2026-

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, AMENDING THE ALISO VIEJO MUNICIPAL CODE TO ESTABLISH OBJECTIVE DESIGN STANDARDS FOR QUALIFYING HOUSING PROJECTS AND DETERMINING THE ACTION TO BE EXEMPT FROM CEQA

WHEREAS, in recent years, legislation, including Senate Bill 35 ("SB 35"), requires certain housing projects to be reviewed using objective design standards ("ODS") in order to address the statewide housing shortage and streamline approval of housing projects; and

WHEREAS, objective standards are measurable, clearly defined, verifiable, and quantifiable and do not rely on personal or subjective judgment by a reviewing authority; and

WHEREAS, the City of Aliso Viejo ("City") currently applies the design standards set forth in Section 15.62 of the Aliso Viejo Municipal Code ("AVMC"), which include standards that are subjective in nature and cannot be applied to projects eligible for ministerial approval under SB 35; and

WHEREAS, in November 2025, the City received funding through the Orange County Council of Governments ("OCCOG") Regional Early Action Planning ("REAP 2.0") grant program to prepare ODS; and

WHEREAS, the City has developed an ODS Manual with assistance from PlaceWorks, to provide detailed, objective criteria covering aspects of design, including, but not limited to, site planning, open space, building mass and scale, and materials; and

WHEREAS, the City conducted outreach to the development community, including holding a Developer Roundtable on May 14, 2026 to introduce the concept of ODS and solicit public and stakeholder input on the draft ODS Manual, and incorporated feedback where appropriate; and

WHEREAS, on May 21, 2026, a public notice of the public hearing was published in the Laguna Niguel News; and

WHEREAS, on June 3, 2026, the City Council held a duly noticed public hearing as prescribed by law and introduced an Ordinance amending Sections 15.62.010 and 15.62.040 of the Aliso Viejo Municipal Code to establish ODS; and

WHEREAS, all legal prerequisites to the adoption of this Ordinance have occurred.

NOW, THEREFORE, the City Council of the City of Aliso Viejo does ordain as follows:

SECTION 1. Incorporation of Recitals. The recitals above are each incorporated by reference and adopted as findings by the City Council.

SECTION 2. CEQA. The City Council finds that Zoning Code Amendment ZA-2026-01004 is not subject to the California Environmental Quality Act ("CEQA") pursuant to Section 15061(b)(3) of the CEQA Guidelines, which provides that a project is exempt from CEQA if the activity is covered by the common sense exemption that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. Zoning Code Amendment ZA-2026-01004 will not have a significant effect on the environment as it simply establishes objective design review standards for residential projects and does not authorize construction or development. Therefore, the City Council finds that this Ordinance is exempt from CEQA. As the City receives individual qualifying residential project applications, projects subject to discretionary review will be reviewed in accordance with CEQA and projects subject to ministerial approval under SB 35 will be exempt from CEQA (pursuant to Government Code section 21080(b)(1)).

SECTION 3. Approval of Findings for a Zoning Code Amendment**.** In accordance with AVMC section 15.78.050(E), the City Council hereby makes the following findings of fact and approves a Zoning Code Amendment ZA-2026-01004 to adopt the Objective Design Standards Manual to establish clear and measurable criteria for qualifying residential projects, as set forth in Exhibit "A" attached hereto and incorporated herein by reference.

1. Public Welfare. Approval of Zoning Code Amendment ZA-2026-01004 will not create conditions materially detrimental to the public health, safety, and general welfare. Zoning Code Amendment ZA-2026-01004 maintains appropriate development standards and land use compatibility and will not result in adverse impacts to surrounding properties or the community.

2. General Plan Consistency. Zoning Code Amendment ZA-2026-01004 is consistent with the goals, objectives, and policies of the general plan and any applicable specific plan. Zoning Code Amendment ZA-2026-01004 supports General Plan Goal H-1, "Encourage a diversity of housing types and provide affordability levels within Aliso Viejo to meet the needs of community residents," Goal H-2, "Create safe and aesthetically pleasing neighborhoods, and provide adequate housing to meet the needs of all household types and income groups," and Goal H-3b, "Increase the supply of affordable housing in high opportunity areas."

SECTION 4. Code Amendment. Section 15.62.10 of the Aliso Viejo Municipal Code is hereby amended to read as follows:

15.62.010 Purpose and intent.
This chapter sets out standards for physical design in Aliso Viejo. It provides architectural, landscape and site planning criteria for the design and review of proposed commercial, office, industrial, residential, and other development within the city. [Ord. 2011-131 § 3 (Exh. A)].

This chapter operates in conjunction with the City's adopted Objective Design Standards, which provide quantifiable design metrics for certain housing projects in Aliso Viejo.

SECTION 5. Code Amendment. Section 15.62.40 of the Aliso Viejo Municipal Code is hereby amended to read as follows:

15.62.040 Applicability of design standards.

A. Applicability.

1. Projects Subject to Design Review. Except for those projects identified in subsection (A)(2) of this section, the following projects shall be subject to design review under the provisions of this chapter or the City's Objective Design Standards:

   Projects which require a site development or conditional use permit pursuant to Chapter 15.74 AVMC and which: (a) involve new building construction; or (b) involve exterior alterations to existing buildings and/or sites. For such alterations, the design standards shall apply only to the portions of the project being altered and only design measures connected to the proposed improvements shall be required.
2. Projects Not Subject to Design Review. The following projects are not subject to design review:
   a. Construction of an individual single-family detached home by an owner-builder;
   b. Alterations to existing single-family detached homes;
   c. Interior alterations to existing buildings;
   d. Applications which do not involve building construction.
3. Projects Subject to Objective Design Standards. The following projects are subject to design review under the City's adopted Objective Design Standards, in lieu of the provisions of this chapter:
   a. Single-family and/or duplex neighborhoods, multi-family, and mixed-use developments that dedicate at least 20 percent of base units as affordable to low income households on sites identified in the City's Housing Element to accommodate the lower income regional housing needs allocation (RHNA), consistent with Government Code Section 65583.2, subdivisions (c), (h), and (i).
   b. Single-family and/or duplex neighborhoods, multi-family, and mixed-use developments that dedicate at least 10 percent of base units as affordable to low income households, on sites that are not

identified in the City's adopted Housing Element and meet all SB 35 eligibility requirements pursuant to Government Code Section 65913.4.

c. Substantiative renovations or structural alterations of the building types listed in subsection (A)(3)(a) and (A)(3)(b), when 50 percent or more of the exterior walls or roof are demolished as part of the renovation.

B. Architectural Standards.

1. Commercial Standards. The commercial architectural standards of AVMC 15.62.090 shall apply to the following projects:
    a. Freestanding retail buildings, shopping centers, restaurants, and other commercial development.
    b. Civic centers.
    c. Institutional buildings, such as churches, libraries, museums, schools, and colleges.
    d. Small-scale hotels and hospitals, three stories or less.
    e. Mixed use projects which are predominantly commercial but which also include other uses within the same building or cluster of buildings (e.g., residential units above retail stores or professional offices within a commercial building or shopping center), excepting those projects subject to the City's Objective Design Standards.
2. Office and Industrial Standards. The office-industrial architectural standards of AVMC 15.62.100 shall apply to the following projects:
    a. Office and industrial buildings and parks.
    b. Utility substations.
    c. Large-scale hotels and hospitals, four stories or above.
    d. Mixed use projects which are predominantly office or industrial but which also contain small incidental commercial uses, such as a sandwich shop.
3. Office and Industrial Buildings in Commercial Areas. Notwithstanding the provisions of subsections (A)(1) and (2) of this section, in order to promote consistent design quality within the community's retail commercial areas, the city shall have the discretion of applying the commercial architectural standards of AVMC 15.62.090 to office, industrial, or other buildings proposed for such commercial areas.
4. Residential Standards. The residential architectural standards of AVMC 15.62.120 shall apply to projects with two or more residential units, excepting those projects subject to the City's Objective Design Standards.

C. Determinations Regarding Applicability. When it is not immediately apparent whether a proposed project is subject to the provisions of this chapter under the

categories listed in this section, the director shall decide. The director's decision shall be based on his or her determination of the most applicable category of the project and the goal and objectives set out in AVMC 15.62.020. [Ord. 2011-131 § 3 (Exh. A)].

D. Amendments to the Objective Design Standards Manual. Any future amendments to the Objective Design Standards Manual shall be adopted by City Council resolution.

SECTION 6. Effective Date. This Ordinance takes effect 30 days after its adoption.

SECTION 7. Publication. The City Clerk is directed to certify to the adoption of this Ordinance and post or publish this Ordinance as required by law.

SECTION 8. Custodian of Records. The custodian of records for this Ordinance is the City Clerk and the records comprising the administrative record are located at 12 Journey, Suite 100, Aliso Viejo, CA 92656.

SECTION 9. Severability. If any provision of this Ordinance or its application to any person or circumstance is held to be invalid by a court of competent jurisdiction, such invalidity has no effect on the other provisions or applications of the Ordinance that can be given effect without the invalid provision or application, and to this extent, the provisions of this Ordinance are severable. The City Council declares that it would have adopted this Ordinance irrespective of the invalidity of any portion thereof.

PASSED, APPROVED AND ADOPTED this 3th day of June, 2026.

_____
Max Duncan
Mayor

APPROVED AS TO FORM:

_____
Scott C. Smith, City Attorney

ATTEST:

_____
Maria Kendig, City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF ALISO VIEJO)

I, MARIA KENDIG, City Clerk of the City of Aliso Viejo, California, DO HEREBY CERTIFY that foregoing Ordinance No. 2026-__ duly passed and adopted by the City Council of the City of Aliso Viejo at their regular meeting held on the 17th day of June, 2026, by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

_____
MARIA KENDIG
CITY CLERK

(SEAL)

I hereby certify that the foregoing is the original of Ordinance No. 2026-___ duly passed and adopted by the Aliso Viejo City Council at its regular meeting held June 17, 2026, and that the Summary of the Ordinance was published on _____, 2026 in the Orange County Register.

_____
MARIA KENDIG
CITY CLERK

(SEAL)

EXHIBIT A

OBJECTIVE DESIGN STANDARDS MANUAL

RESIDENTIAL
Objective Design Standards

City of Aliso Viejo
Adopted XX, 2026

ALISO VIEJO

ACKNOWLEDGMENT

Prepared for: Aliso Viejo

Funded by: OCCOG Orange County Council of Governments

Prepared by: PLACEWORKS

Adopted by City Council:

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Chapter 1
INTRODUCTION

1.1 Introduction

1.2 Applicability

1.1 Introduction

Development and design standards regulate development intensity, style, size, and orientation. Objective design standards (ODS) are measurable, verifiable, and quantifiable, supporting consistent housing design in the community. Ultimately, the standards contained in this document will provide for a predictable and equitable path for new housing in the City of Aliso Viejo.

This document provides clear and useful standards for the design of residential development in Aliso Viejo. These standards are written as minimum design standards for site and structure design but also offer various recommendations and guidelines for quality and character. Proposed projects must comply with all applicable building permit requirements, zoning code requirements, and other development standards found in the City of Aliso Viejo's Development Code (AVMC).

1.2 State Requirements

Senate Bill 330 (SB 330) established the Housing Crisis Act of 2019 (HCA) to increase residential unit development; protect existing housing inventory; and expedite permit processing. In addition, SB 35 requires local entities to streamline the approval by providing a ministerial process through which a project is only reviewed against objective standards.

For the purposes of SB 330 and SB 35, an eligible "housing development project" must be a multifamily or mixed-use project (with at least 2/3rd of the square footage being for residential uses).

Under these laws, cities and counties are prohibited from denying a housing development project or reducing its density based on a subjective design standard. A project can only be reviewed against "objective, quantifiable, written development standards, conditions and policies," and can only be denied if certain findings described in Gov. Code §65589.5(j) are met.

1.3 Applicability

Refer to Section 15.62.040 of the AVMC for applicability provisions and the list of project types that are required to be reviewed through these Objective Design Standards.

These standards do not apply to minor renovations (i.e. when less than 50 percent of the exterior walls or roof are demolished as part of the renovation) and routine maintenance of residential (single-family, multi-family, and mixed use) developments, even if such projects are qualifying SB 35 projects.

For SB 35 developments including, spanning or creating multiple lots, these standards apply to all lots proposed for multi-family housing, mixed-use developments, and any associated amenities, open space, or utilities that would serve multi-family or mixed-use units.

These standards are in addition to the standards of the underlying base zone. In the event of conflicting standards between these standards and the base zone, the more restrictive standard shall apply. For projects located in a Specific Plan, and if there is a conflict between the City's ODS and the Specific Plan's objective standards, the Specific Plan's objective standards shall prevail. Proposed projects must also comply with all other applicable local and state ordinances and codes.

1.4 Document Organization

These objective design standards serve as a stand-alone illustrated document, empowered by appropriate reference within the City's Development Code.

The standards contained in this document are split into three chapters. Chapter 2 consists of site planning standards, including those pertaining to access and circulation, streets, off-street parking, screening of equipment and facilities, outdoor lighting, pedestrian circulation, parks and open space, and trash enclosures.

Chapter 3 includes architectural standards, and includes a menu of architectural styles new residential development in Aliso Viejo shall adhere to. Standards pertaining to building elevations, roofs, materials, doors, windows, and garages are also included in this chapter.

Finally, Chapter 4 includes additional standards for large-scale residential, which is defined as residential developments at 25 or more units per acre.

Chapter 2
SITE PLANNING

2.1 Access and Circulation

2.2 Streets

2.3 Off Street Parking Bays

2.4 Screening of Equipment and Facilities

2.5 Outdoor Lighting

2.6 Pedestrian Circulation

2.7 Bikeways and Equestrian Trails

2.8 Parks and Open Space

2.9 Trash Enclosures

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2.1 Access and Circulation

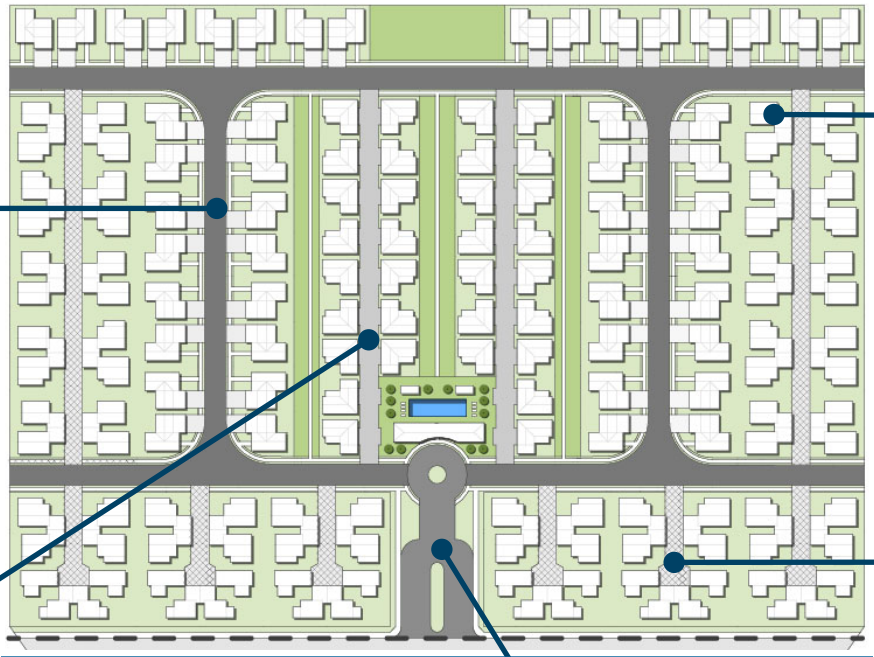
1. **Connections to Existing Network.** Where an existing public or private street terminates at the project boundary, the project shall align any connecting internal street or pedestrian pathway within 15 degrees of the existing alignment unless prevented by topography, easements, or existing utilities
2. **Entries.**
   a. **Project Identification.** Identification signs shall be provided for all residential projects. Such signs shall conform to the limitations on size, height, and placement set out in Chapter 15.34 AVMC.
   b. **Entry Location.** Project entries shall not be located closer than 100 feet from an intersection/curb return. If the parcel frontage is less than 100 feet from curb return the curb cut shall be located as far from the curb return as possible. A curb return is the point where the radius of a curve or intersection ends.
   c. **Entry Design.** Entry landscape treatment shall be in accordance with the landscape standards of AVMC 15.62.060.
   d. **Gated Entries.** Gate-guarded entries shall be regulated in accordance with city regulations governing gate-guarded neighborhoods as set out in AVMC 15.14.200.
3. **Transit.** Projects with a bus or transit stop along its frontage shall incorporate turnouts according to the standards of the applicable transit agency or school district.

2.2 Streets

Residential developments shall feature a circulation system with a clear hierarchy of streets, either public or private, that allows for efficient ingress and egress of vehicles, safe and convenient pedestrian connections throughout the development, and other associated infrastructure. An exhibit demonstrating that all portions of a project's roadway system adheres to one of the following street types shall be included. Street types shall not be combined with another street type. Public streets contained in a residential development shall adhere to AVMC 14.10.060. Private streets shall adhere to AVMC 14.10.040 and the design standards contained in this document.

Residential drives are the primary street typology for residential neighborhoods, connecting various dwelling units with other portions of the community through features such as front doors, pedestrian walkways, and landscaping.

Residential alleys provide dedicated vehicle access to the garages of individual residential units. Residential alleys are the least pedestrian-oriented street type.



Neighborhood entries serve as the primary access point(s) to a residential neighborhood, and may feature gates, special landscape treatments, and monumentation.

Residential lanes provide vehicular and pedestrian access to multiple residences in the form of a shared street. This street type features distinct entry paving and landscaping to demarcate the lane's dual functions.

Lane courts provide both vehicular and pedestrian access to multiple residences. Front doors open onto the lane court, which features distinct paving to demarcate the court's dual functions.

A system of pedestrian walkways shall also connect all residential dwellings to the public sidewalk, parking facilties, common open areas, waste and recycling enclosures, and mailboxes, as described in Section 2.6.

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Neighborhood Entries

Neighborhood entries serve as the primary access point(s) to a residential neighborhood, and may feature gates, special landscape treatments, and monumentation. Guest and/or new resident parking is also permitted within a Neighborhood Entry.

1. **Neighborhood Entries.** All neighborhood entries shall adhere to the following standards:
   a. Garages for individual units are not permitted to be accessed from neighborhood entries.
   b. A pedestrian walkway at least 4 feet wide is required on at least one side of a neighborhood entry.
   c. A 5-foot wide landscaped area is required along the full length of a neighborhood entry. This landscaped area may be adjacent to the required pedestrian walkway.

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Residential Drives

Residential drives are the primary street typology for residential neighborhoods, connecting various dwelling units with other portions of the community through features such as front doors, pedestrian walkways, and landscaping. Parallel parking is permitted on residential drives.

2. **Residential Drives.** All residential drives shall adhere to the following standards:
   a. A pedestrian walkway at least 4 feet wide is required on at least one side of a residential drive.
   b. In addition to the pedestrian walkway, a 5-foot wide landscaped area is required on both sides of a Rresidential drive. Street trees shall be installed within this landscaped area.
   c. Only residential units that feature both their primary unit entries and garages on same elevation/façade may provide direct vehicular access onto a residential drive.

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Residential Alleys

Residential alleys provide dedicated vehicle access to the garages of individual residential units. They are the least pedestrian-oriented street type.

3. **Residential Alleys.** All residential alleys shall adhere to the following standards:
   a. Pedestrian walkways are not required along residential alleys.
   b. Primary dwelling entries (aka front doors) are prohibited along residential alleys, but may be provided along another elevation, such as an adjacent residential drive.
   c. The garage of a unit adjacent to a residential alley shall be accessed from the residential alley.

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Residential Lanes

Residential lanes provide both vehicular and pedestrian access to multiple residences in the form of a shared street. This street type features distinct entry paving and landscaping to demarcate the lane's dual use as a pedestrian and vehicular space.

4. **Residential Lanes.** All residential lanes shall adhere to the following standards:
   a. Residential lanes shall be at least 30 feet wide, as measured from garage-to-garage.
   b. Patterned/colored pavers, brick, colored concrete, or stamped concrete that differ from adjacent paving shall be provided at the first 10 feet of each entrance to the residential lane.
   c. At least 5% of the area of a residential lanes shall be landscaped.
   d. At least 2 trees shall be planted at each entry to a residential lane.
   e. A maximum of 32 dwelling units may feature vehicular access from a single residential lane.

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Lane Courts

Lane courts provide both vehicular and pedestrian access to multiple residences, and feature a single vehicular access point. Front doors open onto the lane court, which features distinct paving to demarcate the court's dual use as a pedestrian and vehicular space.

5. **Lane Courts.** All lane courts shall adhere to the following standards:
   a. Lane courts shall be at least 30 feet wide, as measured garage-to-garage.
   b. The entire length of a lane court colored/patterned with pavers, concrete, stamped asphalt, or brick.
   c. At least 5% of the area of a lane court shall be landscaped.
   d. At least 2 trees shall be planted at the vehicular entry to a lane court.
   e. A maximum of 10 dwelling units may feature vehicular access from a single lane court.

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2.3 Off Street Parking Bays

Off-street parking shall be provided in accordance with the ratios set out in AVMC 15.38.030.

2.4 Screening of Equipment and Facilities

Screening of equipment and facilities shall conform to the provisions of AVMC 15.62.080.

2.5 Outdoor Lighting

Outdoor lighting shall conform to the provisions of AVMC 15.62.070.

2.6 Pedestrian Circulation

In addition to the street types described in Section B, Streets, a system of pedestrian walkways shall connect all residential dwelling units to the public sidewalk, parking facilities, common open areas, waste and recycling enclosures, mailboxes, and other such features provided in the development. This system shall adhere to the following standards:

1. **Connectivity.** Pedestrian walkways shall not terminate at streets, but shall either:
   a. Merge with a sidewalk running parallel with the street.
   b. Traverse the street via crosswalks demarcated with paint or decorative paving, provided that this crosswalk connects to:
      i. A sidewalk on the other side of the street
      ii. Another pedestrian walkway
      iii. Common open area
      iv. Recreational amenities

2. **Paving.** Pedestrian walkways shall be paved.
3. **Width.** Pedestrian walkways shall be at least 4 feet wide.

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2.7 Bikeways and Equestrian Trails

Bikeways and equestrian/hiking trails shall be provided in conjunction with each residential development in accordance with the City's General Plan, Development Code, and other applicable plans and ordinances.

2.8 Parks and Open Space

1. **Landscaping.** Landscape treatments shall be in accordance with the landscape standards of AVMC 15.62.060.
2. **Common open area.** In addition to public parkland contributions, residential projects shall provide usable common open area pursuant to AVMC 15.10.030.
   a. Location. All residential units shall be within 300 feet of a common open area.
   b. Setbacks. Common open areas shall be separated from arterial streets, service areas, and nonresidential uses by at least 10 feet. This 10-foot separation shall not be utilized in calculating open space.

2.9 Trash Enclosures

Residential trash enclosures shall conform to the same provisions as nonresidential enclosures set forth in AVMC 15.62.080 and shall accommodate the storage of trash, recycling, and organic waste containers.

Residential trash storage for single-family and duplexes shall not encroach into the unobstructed vehicular space required in Section AVMC 15.38.030. If stored in a garage, space for trash, recycling, and organic waste containers shall be at least 3 feet deep. This space may be located beside or behind the required unobstructed vehicular space.

Chapter 3
ARCHITECTURE

3.1 Color and Style
3.2 Architectural Styles
3.3 Building Elevations
3.4 Roofs
3.5 Materials
3.6 Doors, Windows, and Trim
3.7 Garages and Carports
3.8 Accessory Elements

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3.1 Color and Style

Residential developments shall provide multiple colors schemes as they increase in scale.

If multiple color schemes are provided, a single color scheme shall be dedicated to no less than 30 percent of all residential buildings.

1. Residential developments with 25 to 50 single-family/duplex units, or 6 to 10 multifamily buildings shall provide a minimum of two distinct color schemes.
2. Residential developments with 51 to 100 single-family/duplex units, or 11 to 20 multifamily buildings shall provide at least two of the architectural styles in this section, each with at least one distinct color scheme.
3. Residential developments with 101 or more single-family/duplex units, or 21 or more multifamily buildings shall provide at least three of the architectural styles in this section, each with at least one distinct color scheme.

If multiple housing typologies (e.g. single-family units and townhomes) are proposed within a single development, the required number of styles for each typology may differ depending on the overall number of units or buildings provided in each typology.

3.2 Architectural Styles

All new residential developments shall adhere to one of the architectural styles contained in this section. All proposed design elements that define the chosen architectural style shall also meet the other standards contained in this document.

Architectural design elements and materials shall be consistent throughout the project, recognizing that a building is three dimensional and must feature architectural detailing on all sides. To provide guidance on architectural styles, the standards offer a menu of architectural traditions:

- Spanish Revival
- Tuscan
- Modern Ranch
- Modern

Each style contains a list of required architectural characteristics pertaining to roofs, walls, doors, and windows. In addition, all styles contain a menu of options that shall be included to provide architectural detailing to the building.

Styles may not be mixed within a single building.

A. Spanish Revival

Spanish Revival style, also known as Spanish Colonial, Mission, or Monterey, is characterized by picturesque combinations of simple rectilinear forms of varying heights. The buildings are capped with gabled or hipped roofs of red clay barrel tiles with little or no eave overhang. Courtyards and well-detailed structural elements, such as pergolas, trellises or loggias and arcades often provide another layer to the massing. Elements such as balconies, towers, chimneys and other tile, wood, or wrought iron details add accents. Asymmetrical facades are common with arches over windows and doorways.

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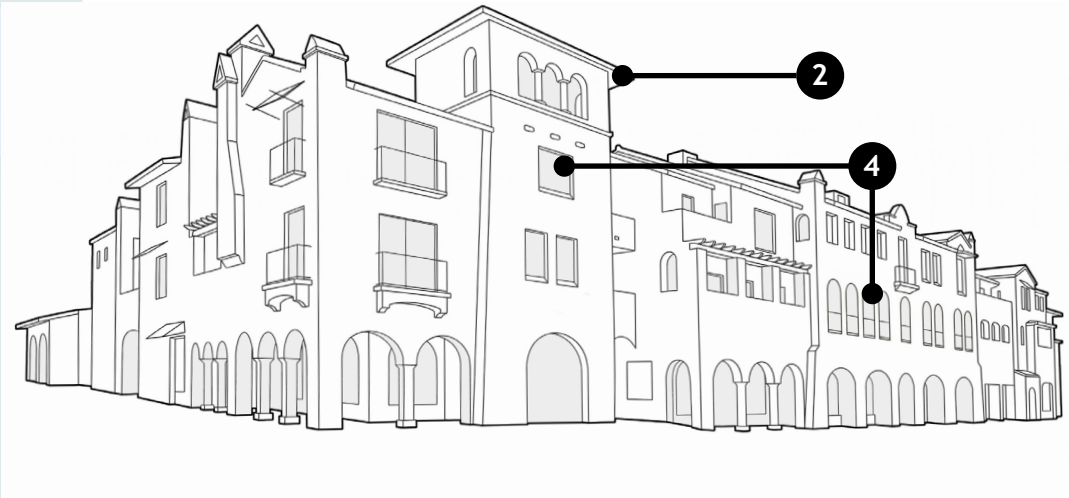
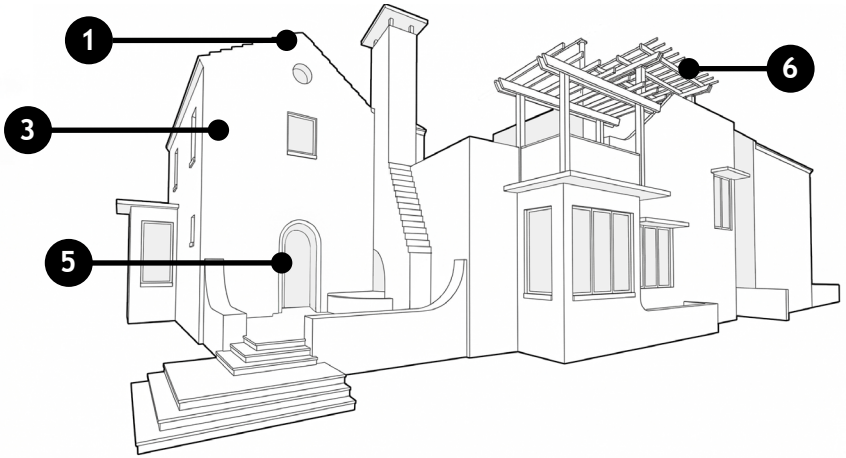
All Spanish Revival style residential buildings shall adhere to the following standards:

1. Low pitched (4:12 maximum) gable roofs. The pitch shall remain constant. Roofs shall be clay tile or concrete/cement tile roofs. Common tile shapes include both Spanish (S-shaped) and Mission (half-cylinder) types. Additional forms are permitted as follows:
   a. Hipped roofs may be used in combination with gables or on a tower element,
   b. Shed roofs may used in conjunction with verandas and minor “lean-to” structures,
   c. Flat roofs with parapets shall not exceed 40% of the total roof area;
2. At least 25% of the eaves shall have a minimum overhang of 9 inches with exposed rafter tails;
3. Primary facades shall be off-white, cream, or tan stucco with a smooth or lightly textured finish (i.e. minimum 16/20 finish, hand troweled or smaller particles). Window and doors shall be in a dark, contrasting color (such as black, navy blue, or forest green);
4. At least two types/shapes of windows shall be used. At least 50% of the windows shall have a vertical proportion. Windows over 5 feet in width shall be multi-paned;
5. All entrance doors shall be recessed at least 6 inches and banded with ceramic tile, molded plaster or painted accents; and
6. Wood or manufactured wood products shall be for at least one architectural element (such as posts and exposed beams; spindles and grill work; window frames, shutters, etc.).





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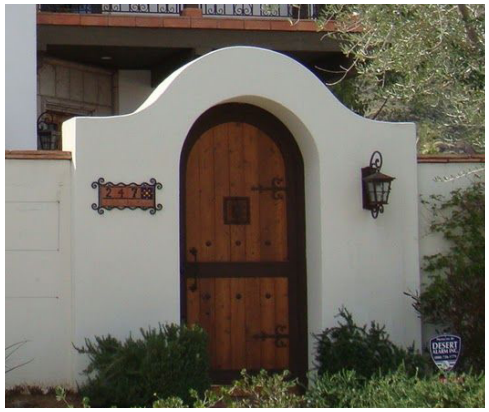
In addition, duplexes and detached single-family Spanish Revival buildings shall include at least two of the following features; buildings with 10 units or less shall feature at least three of the following features, and buildings with 11 or more units shall include at least four of the following features:

1. Use a minimum 3-inch wide by 1.5-inch thick flat casing on all non-recessed windows;
2. Provide verandas for at least 50 percent the total units in the building, each with a minimum depth of 6 feet and a minimum width of 10 feet;
3. Install awnings with metal spear supports at least 1 inch in diameter and spaced no more than 4 feet apart for at least 20% the total window count;
4. Provide shutters for at least 20% of the total window count;
5. Construct chimneys extending at least 2 feet above the roof ridge, featuring either a decorative cap, tile surrounding, or overhanging roof element;
6. Include a minimum of two decorative masonry, clay tile, or simulated vents per elevation, each at least 144 square inches in size;
7. Apply decorative tile accents covering at least 5% of the surface area around door and window openings, built-in seating, paving, or stairs;
8. Feature exposed, dark-stained timber structural elements such as beams, columns, and corbels with a minimum width of 4 inches.
9. Integrate one or more arched elements measuring at least 5 feet wide and 8 feet tall;



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10. Utilize paired wood (or wood simulated) garage doors with at least two pieces of 18-inch iron or simulated iron strap hardware per door leaf;
11. Use shutters that match the door or trim accent color and are sized to cover 100% of the window opening width;
12. Design stepped-down ends that are at least 5 feet wide and 10 feet lower than the primary building mass;
13. Maintain three or more roof planes and/or ridge lines with a minimum slope of 3:12;
14. Build upper floor cantilevered balconies that project a minimum of 3 feet from the building face;
15. Define courtyards and walkways using verandas or pergolas with a minimum clear depth of 8 feet that cover at least 25% of the courtyard perimeter;
16. Utilize arcades with a minimum walkway width of 6 feet and arch spans of at least 4 feet to define primary circulation paths or courtyard edges;
17. Construct wingwalls with a minimum thickness of 1 foot or ground-level columns with a minimum diameter of 10 inches; and/or
18. Employ wrought iron for at least one architectural element, such as balcony railings at least 3 feet high, hardware, light fixtures, or gates.

B. Tuscan

Tuscan style is an interpretation of traditional Mediterranean architectural style joined by rural Italian elements. Key elements include the use of stone and stucco, light earth tones, and red tile roofs. Classical elements such as columns and arches and decorative iron work add visual complexity. Squared towers and projections speak to Italianate references. Porches and porticoes are common, as are vertically oriented, recessed windows.

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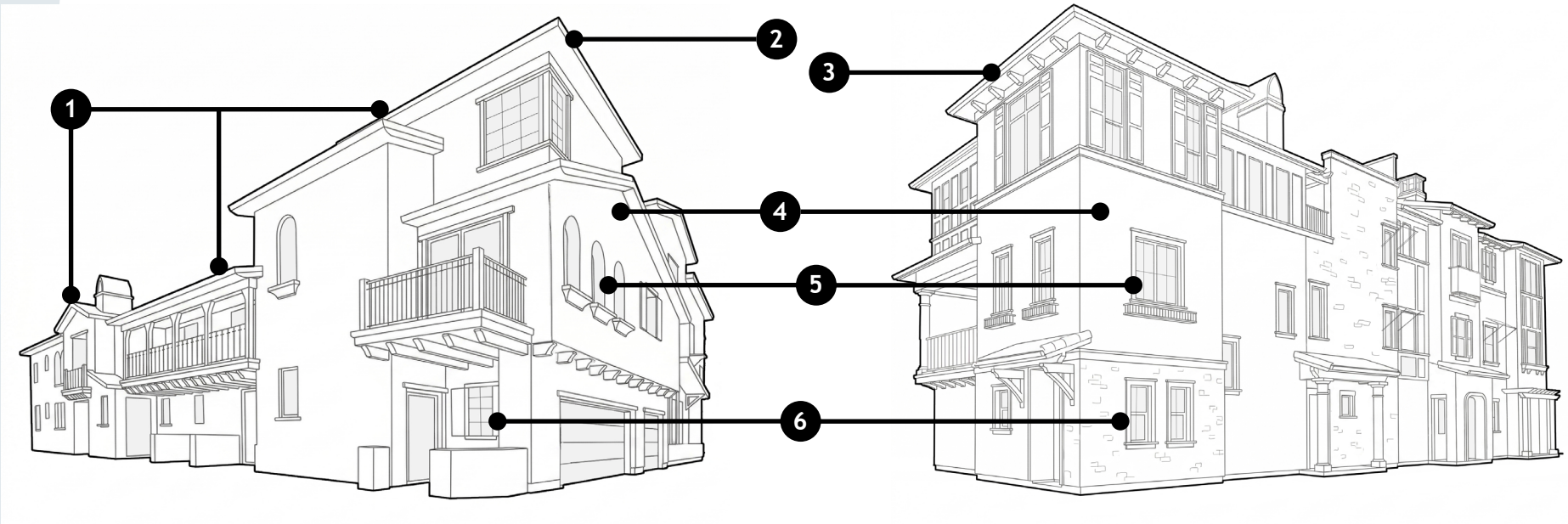
All Tuscan style residential buildings shall adhere to the following standards:

1. Low-pitched hip or gable roof (maximum 6:12 slope) and at least 3 roof levels;
2. Roof material shall be composed of tiles;
3. Large overhanging eaves (minimum 12 inches) along primary elevation;
4. Flat stucco walls in earth tones shall be utilized, with earth toned being defined as a color with a lightness (light reflective) value of 25 to 60 that is composed of a mixture of any shade of brown and any shade of any other color or colors;
5. At least 50% of windows shall be recessed 3 to 9 inches from outer wall on primary façade and shall feature brown or beige trim; and
6. At least one casement window per unit shall be provided on single-family/duplex buildings, and shall be paired with four-pane patterns for narrow windows and eight-pane patterns for wider windows.



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In addition, duplexes and detached single-family Tuscan buildings shall include at least two of the following features; buildings with 10 units or less shall feature at least three of the following features, and buildings with 11 or more units shall include at least four of the following features:

1. Arched wall niches with a minimum depth of 8 inches and a height-to-width ratio of at least 1.5:1 to ensure a vertical proportion;
2. Carved medallions with a minimum diameter of 12 inches and a depth of projection between 1.5 and 3 inches from the wall surface;
3. Ceramic inset tiles of 4x4 or 6x6 inches and recessed so the tile face sits flush with the surrounding stucco or stone finish;
4. Corner quoins: each block must have a minimum vertical height of 12 inches, with lengths alternating between 18 and 24 inches, and forming an interlocking pattern;
5. Decorative clavos, spaced no more than 6 to 8 inches apart on center along the perimeter or panels of wooden doors and shutters;
6. Decorative corbels with a minimum vertical height of 10 inches and a projection (run) that supports at least 60% of the overhanging element's depth;
7. Decorative plaster friezes between 8 and 18 inches in height, located within the top 10% of the wall's total vertical height;
8. Timber lintels with a minimum cross-section of 6x8 inches and extend at least 4 inches beyond the width of the window opening on both sides;

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9. Juliet balconies, not more than 1 foot deep;
10. Sconces with a minimum height of 18 inches (excluding the mounting arm).
11. Scrolled window grilles projecting at least 4 to 6 inches from the window pane at their furthest point;
12. Stone window sills at least 3 inches thick and projecting a minimum of 2.5 inches beyond the finished wall surface to create a distinct shadow line;
13. Terracotta chimney pots standing between 18 and 36 inches tall, with a minimum wall thickness of 0.75 inches;
14. Tiered water features with a least two levels of basins, with the primary basin having a minimum diameter of 36 inches;
15. Trellis rafter tails extending at least 12 inches beyond the outermost supporting beam; or
16. Wrought iron finials extending a minimum of 8 to 12 inches above the ridge line or railing cap, with a base diameter of at least 2 inches.

C. Modern Ranch

Modern Ranch style is the synthesis of the California Ranch and the Modern Farmhouse styles. It merges the horizontal emphasis of the 19th-century Western vernacular with the clean lines and verticality of current residential form. This style prioritizes seamless indoor-outdoor connections, utilizing a sophisticated palette and a mixture of rustic and industrial materials.

Modern Ranch shall not be applied to buildings over 3 stories in height, or to any Large-Scale Residential project.

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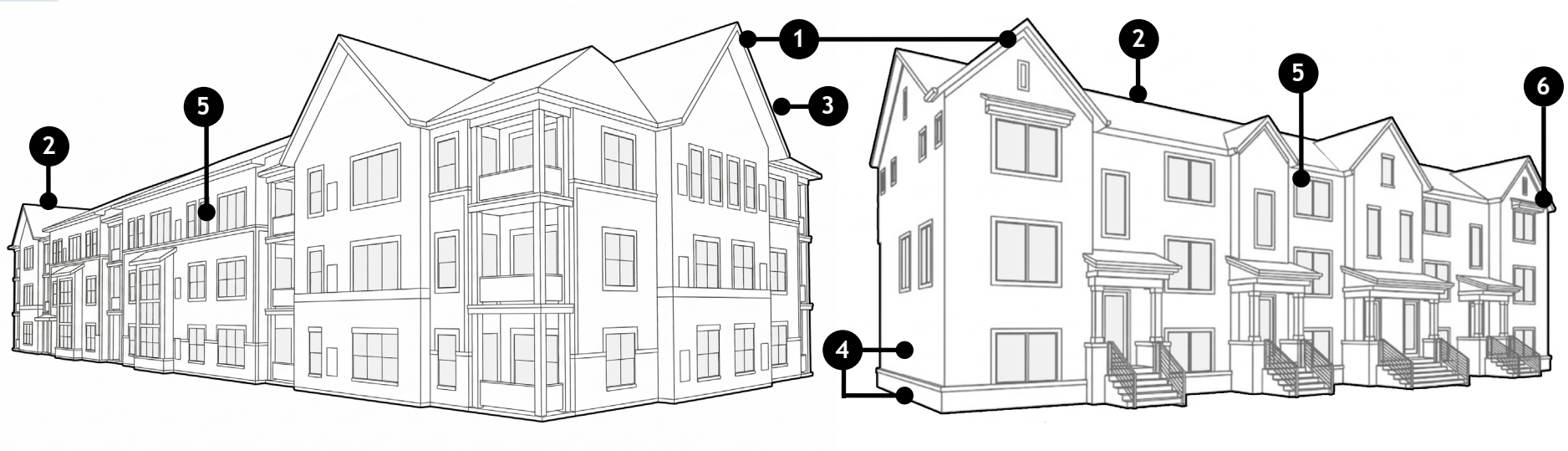
All modern ranch buildings shall adhere to the following standards:

1. Roofs shall be a combination of low-pitched hipped or gable-on-hip forms (3:12 to 5:12 slope) and prominent gabled or shed roof accents (minimum 6:12 slope).
2. Primary roof surfaces shall consist of dark architectural-grade asphalt shingles or synthetic slate. Accent roof planes, such as those over porches or bay windows, must utilize standing-seam metal or copper.
3. Eaves shall be a minimum of 2 feet along the primary elevation. Rafters may be boxed or open with exposed timber tails, emphasizing the horizontal plane.
4. Facades must utilize at least two materials: horizontal clapboard or smooth stucco (sand/dash finish) for the primary body, and board-and-batten siding or corrugated metal covering at least 15% of the exterior surface.
5. Windows shall feature slim-profile frames (steel, aluminum, or wood). At least 50% of the windows must feature a vertical proportion of at least 1.5:1.
6. Facade colors shall be restricted to pastels, grays, or earth tones, being defined as a color with a lightness (light reflective) value of 25 to 60 that is composed of a mixture of any shade of brown and any shade of any other color or colors. Contrasting dark accents (black or charcoal) or white accents are required for window sashes, doors, and architectural metalwork.



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In addition, single-family and duplex modern ranch buildings shall include two of the following features; buildings with up to 10 residential units shall include at least three of the following features; and buildings with 11 or more residential units shall feature at least four of the following features:

1. 3 to 6-inch unadorned board trim around all window and door openings;
2. A wide front porch recessed under the primary roofline, supported by square columns or wrought iron supports;
3. A wide brick or natural stone chimney located on the primary or street-facing façade;
4. Integration of clerestory windows within the upper triangular portion of gable ends;
5. Cantilevered eaves or patio covers extending at least 5 feet from the facade, supported by industrial metal or heavy timber columns;
6. Wall-mounted gooseneck light fixtures used as the primary exterior illumination for entries and garage doors;
7. Garage doors or large entries featuring carriage-style detailing or “Dutch door” split configurations.
8. At least three distinct wall planes across the primary elevation;
9. Metal-clad awnings without side supports installed over ground-level windows;

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10. The inclusion of at least one hexagonal, octagonal, or circular “moon” window or gate at the primary entrance;
11. Architectural massing inspired by rural granaries or tank houses (e.g., a vertical tower element for a stairwell);
12. Built-in wood or metal window boxes or balconettes on at least 20% of the street-facing windows;
13. Use of shed or gabled dormers to break up large roof planes;
14. Dark-color wood trellises or heavy timber lintels (minimum 6x8 inches) positioned above ground-floor openings;
15. Application of plank-style, louvered, or framed wood shutters on at least 20% of windows on a publicly visible elevation, finished in a darker accent color;
16. Use of unadorned corrugated metal panels for focal wall sections or as “eyebrow” awnings over secondary entries; or
17. Inclusion of at least one projecting bay window on the front facade, which may utilize a standing-seam metal or copper roof regardless of the primary roof material.

D. Modern

Modern architecture is the post-World War II iteration of the International Style, which was characterized by geometric forms, smooth wall surfaces, and an absence of exterior decoration. Modern architecture represents the adaptation of these elements to the local climate and topography, as well as the postwar need for efficiently-built homes. In Southern California, this often meant the use of wood post-and-beam construction. Modernism is often characterized by a clear expression of structure and materials, large expanses of glass, and open interior plans.

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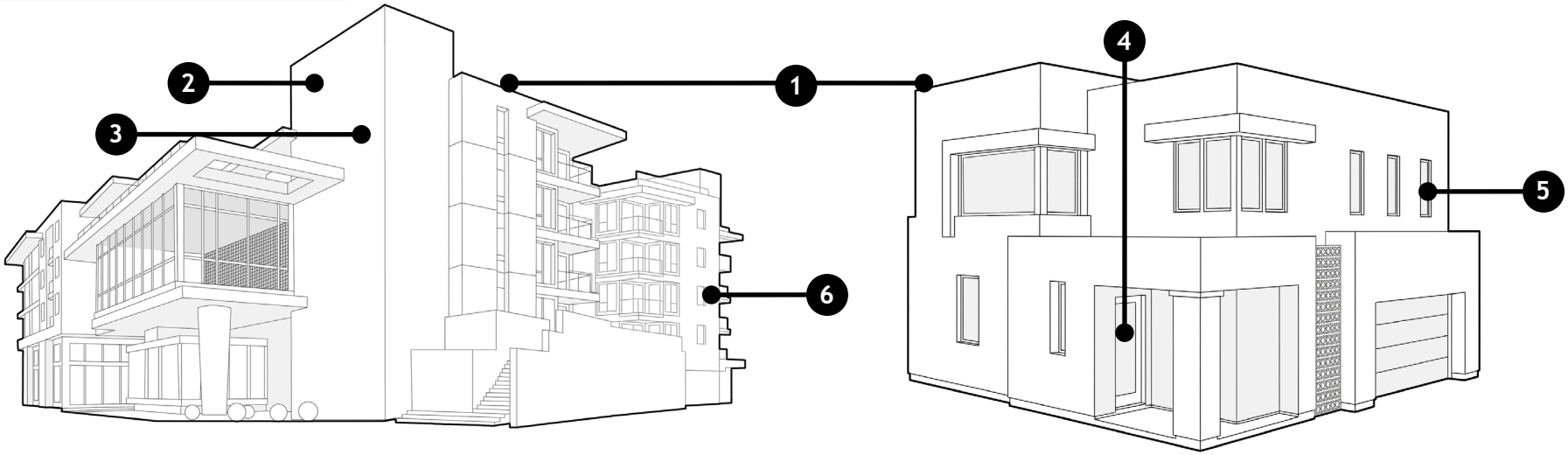
All modern buildings shall adhere to the following standards:

1. Flat, low pitched, folded plate, or butterfly roofs shall be utilized (4:12 slope max). Tile roofs are prohibited.
   a. Flat-roofed buildings shall incorporate a decorative molding (minimum 6-inch height for single-story, 12-inch for multi-story) that projects from the wall plane.
   b. Minimum 12-inch overhangs are required for at least 50 percent of the roofline.
2. The primary wall materials shall be either glass, concrete block veneer, natural stone, metal panels or wood. At least 20 percent of the street-facing façade shall be composed of glass/windows.
3. Primary facade colors shall be restricted to off-whites, greys, metallic shades, or earth-tones. Brighter colors with a light reflectance value (LRV) greater than 70 may only be used on recesses and detailing shall be reserved for recesses and architectural detailing. Contrasting accent colors (black or charcoal) are required for window sashes, doors, and architectural metalwork.
4. Primary entrances must be recessed by a minimum of 12 inches to create shadow lines.
5. Windows shall feature metal (steel/aluminum) frames. Frames shall not be white.
6. Windows shall be square or rectangular.



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In addition, single-family and duplex modern buildings shall include two of the following features; buildings with up to 10 residential units shall include at least three of the following features; and buildings with 11 or more residential units shall feature at least four of the following features:

1. Aluminum louvers consisting of fixed or operable horizontal slats with an anodized or powder-coated finish;
2. Board and batten siding consisting of vertical boards 8 to 12 inches wide, with 1 to 2-inch wide battens;
3. Breeze block consisting of hollow-core masonry units with geometric apertures, stacked in a continuous plane;
4. Cantilevered upper stories projecting at least 3 feet beyond the ground-floor wall plane, supported without visible vertical columns;
5. Clerestory windows consisting of a horizontal band of glazing positioned located immediately beneath the roofline;
6. Colonnades consisting of at least three columns spaced at regular intervals of 6 to 10 feet, forming a continuous covered exterior walkway;
7. Corner windows consisting of glazing units joined at a 90-degree angle using mitered glass or a minimal-profile mullion less than 3 inches wide;
8. Decorative water feature consisting of a geometric pool or fountain with a minimum surface area of 100 square feet;
9. Exposed post-and-beam construction consisting of a visible structural framework of wood or steel members, articulated as the primary load-bearing system;

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10. Floor-to-ceiling glass walls consisting of glazing units extending from the finished floor to the ceiling, utilizing slender frames;
11. Horizontal beveled windows consisting of bands of windows featuring beveled glass or frames, oriented horizontally;
12. Horizontal trellis consisting of a wood or metal framework of horizontal members, providing shade over at least 50 square feet of exterior space;
13. Metal shadowbox frames consisting of recessed window assemblies within a metal frame that projects at least 4 inches from the exterior wall surface;
14. Metal sunshades consisting of fixed horizontal or vertical metal fins mounted over glazing, with a projection depth-to-height ratio of at least 1:2;
15. Natural stone cladding consisting of travertine, marble, or granite applied in large-format slabs or ashlar patterns with a matte or honed finish;
16. Pivot-style front door, utilizing a concealed vertical pivot hinge system instead of side-mounted hinges;
17. Raised podium foundation consisting of a visible slab or masonry plinth that elevates the primary floor plate at least 3 feet above the finished grade;
18. Vertical metal slat awnings consisting of vertical metal slats spaced no more than 4 inches apart, projecting at least 1 foot from the facade.

3.3 Building Elevations

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Massing

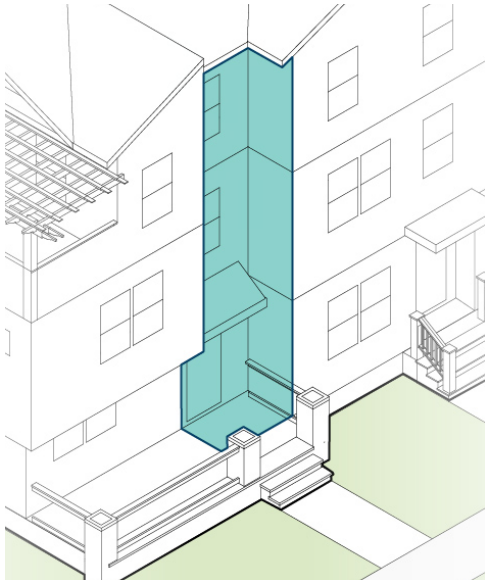
Primary elevations shall incorporate design features such as offsets, balconies, projections, window reveals, or similar elements to preclude large expanses of uninterrupted building. Along the vertical face of a structure, such features shall occur at a minimum of every 35 feet along neighborhood entries and residential drives:

1. Recesses (e.g. patio, forecourt, garage, balcony, etc.) with a minimum depth of 4 feet and a width of 10 feet.
2. Projections (e.g. floor area, bay window, covered entry, etc.) with a minimum depth of 2 feet and a width of 4 feet.
3. Offsets in the facade of 2 feet or greater.

Entrances

Residential entrances shall take the form of recesses, porches, stoops, overhangs, or forecourts for each primary dwelling unit.

1. **Recesses.** A recess is a portion of a building that is set back from other portions of the elevation. If used to demarcate an entrance, recesses shall adhere to the following standards:
   a. Units. A single entry recess may serve up to two residential units.
   b. Width/Length. An entry recess shall be at least 5 feet wide, or 8 feet wide if used by two units.
   c. Depth. An entry recess shall be at least 3 feet deep.
   d. Height. The recess shall extend from grade to roof.
   e. Finish Level Above Sidewalk. An entryway solely utilizing the recess frontage may be flush with the sidewalk.



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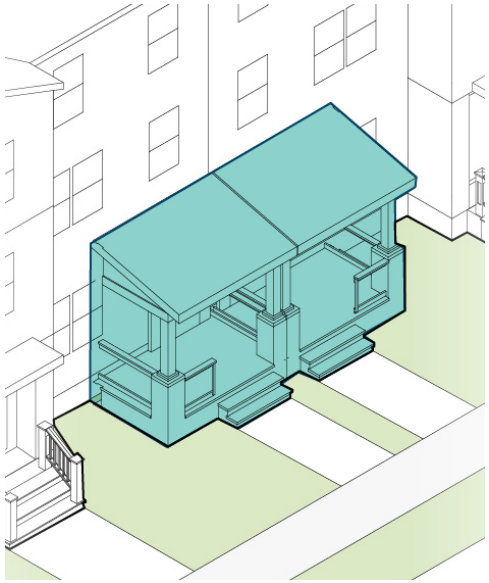
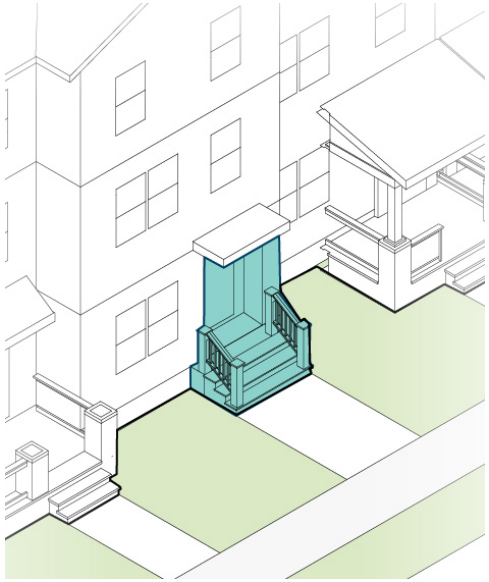
2. **Porches.** A porch is a roofed, unenclosed room attached to the exterior of a building that provides a physical transition between the sidewalk and the building. If provided, porches shall adhere to the following standards:
   a. Units. A single porch may serve no more than two residential units
   b. Width/Length. If provided, porches shall be at least 10 feet wide if serving one unit, or 12 feet wide if serving two units.
   c. Depth. Porches shall be at least 6 feet deep.
   d. Height. The clearance between the floor of the porch and the underside of the roof eave shall be at least 8 feet.



3. **Stoops.** A stoop is a stair and landing leading directly from the sidewalk to a building entrance. The ground floor of the building is typically raised to provide increased privacy for the rooms facing the public street. If provided, stoops shall adhere to the following standards:
   a. Units. An individual stoop may serve up to two residential units.
   b. Width/Length. If provided, stoops shall be at least 3 feet wide.
   c. Depth. Stoops shall be at least 3 feet deep. All stoop entries shall be recessed into the building façade by 1 foot.
   d. Height. An overhang above a stoop shall feature an 8 foot height clearance.



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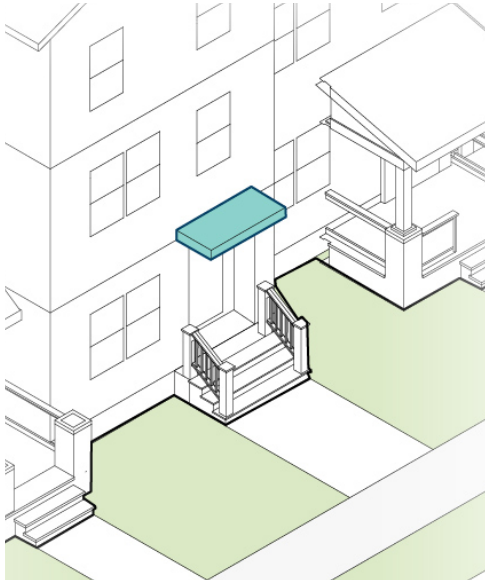
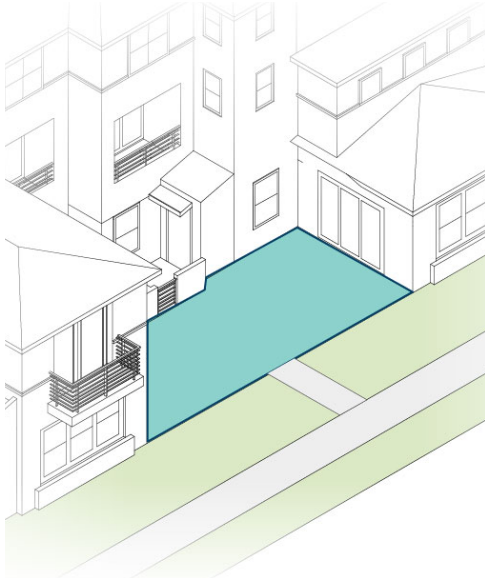
4. **Overhangs.** An overhang is a frontage wherein the building façade features a projection that covers the entrance of a dwelling unit. If provided, overhangs shall adhere to the following standards:
   a. Width/Length. If provided, overhangs shall be at least 5 feet wide.
   b. Depth. Overhangs shall be at least 2 feet deep. If used in conjunction with a stoop, the overhang shall be at least as deep as the stoop.
   c. Height. The clearance between the floor of the entryway and the underside of the overhang shall be at least 8 feet.

5. **Forecourts.** A forecourt is formed when a building is designed around an open space defined by the surrounding building walls. Forecourts may provide additional open space for units, and offer additional spaces for landscaping. If provided, forecourts shall adhere to the following standards:
   a. Width/Length. If provided, forecourts shall be at least 10 feet wide if serving one unit, 12 feet wide if serving two or three units, or 15 feet wide if serving four units.
   b. Depth. Forecourts shall be at least as deep as they are wide.
   c. Stairs. Stairs within a forecourt access units on an upper story.





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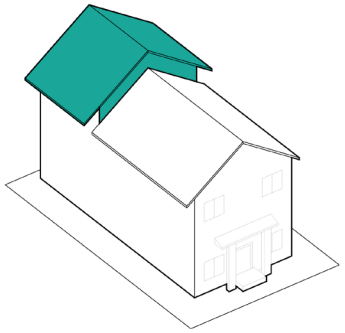
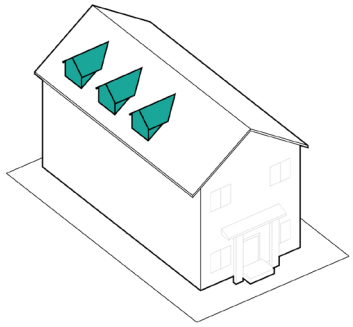
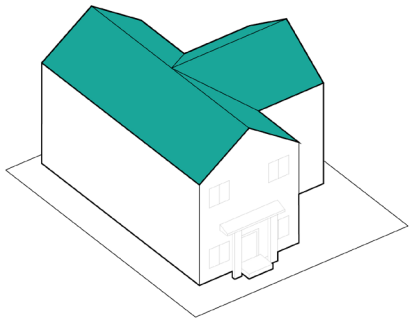
3.4 Roofs

1. **Roofline Modulation.** Residential buildings two or more stories shall incorporate at least one of the following:
   a. Roofline Variation. Variation in roof height and/or ridgeline as follows:
      i. One story: Not required
      ii. Two stories: 2 feet for every 30 linear feet
      iii. Three stories: 2 feet for every 50 linear feet
      iv. Four+ stories: 3 feet for every 75 linear feet
   b. Pitched Roof Variation. Use of dormers, cross-gable and/or hipped roof lines.
2. **Flat Roofs.** Flat roofs shall not cover more than 50 percent of the building's footprint, and shall feature a screening parapet topped with a coping, cornice at least 3 feet in height.
   a. Modern-style buildings may feature flat roofs that cover 100 percent of its footprint.
3. **Roof-Mounted Equipment.** Roof-mounted equipment (e.g., air conditioning, heating, ventilation, and associated vents and exhausts) on multifamily buildings shall be screened from a horizontal line of sight pursuant to AVMC 15.62.080.
4. **Antennas.** Wireless communications, television, dish, amateur radio, and other antennas shall comply with the provisions of Chapters 15.42 and 15.44 AVMC.







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3.5 Materials

1. **Material List.** Residential developments shall adhere to Table 3-1.
2. **Four-Sided Architecture.** All elevations shall contain the same primary materials and trim treatment.
3. **Material Changes.** Changes in material or color shall occur at inside corners of intersecting walls or at architectural features that break up the wall plane, such as columns.

Table 3-1. Material List

LOCATION	PERMITTED MATERIALS
ROOFS	Clay, slate, or concrete roof tiles Composite shingles Standing seam metal
BUILDING WALLS	Stucco Fiber-Cement Siding Brick Stone Metal Ignition-Resistant Wood Ceramic Tile Glass (glazing less than 15%)
FREE STANDING WALLS	Wood Stucco over CMU block Wrought iron Brick

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3.6 Doors, Windows, and Trim

1. **Trim.** All windows and exterior doors shall either be recessed from the plane of the surrounding exterior wall or shall have a trim or windowsill.
   a. When trim is used, a minimum of 0.5 inch by 3 inch trim is required, which is of a different color to the primary color of the building.
   b. On stucco walls, when no trim is used, a minimum of 1 inch deep, raised relief around the window is required.
   c. On brick or stone walls, when no trim is used, a minimum 2 inch wide brickmold is required around windows.
2. **Door Elements.** Additional elements required for front doors include:
   a. Doorbells shall be provided within 2 feet of the front door.
   b. Entry doors for individual units shall include a viewport.
3. **Window Elements.** Additional requirements for windows include:
   a. Glass shall be clear without reflective coating or dark tinting. Lightly tinted glazing less than 15% is acceptable.
   b. Openable windows shall include screens.

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3.7 Garages and Carports

1. **Recess.** Garage doors shall be set back at least 6 to 18 inches from the rest of the façade.
2. **Treatments.** Garage fixtures and wall treatments shall utilize materials and colors otherwise permitted for the selected architectural style category. Garages shall feature at least two of the following design elements:
   a. Driveway, residential lane, or lane court composed of patterned and/or colored pavers, brick, decorative colored concrete, stamped concrete, or permeable materials.
   b. Roof overhang at least 1 foot in depth.
   c. Windows on the garage door.
   d. Sectional rollup doors.
   e. Trellis at least 2 feet in depth.
   f. Side-loading.
   g. Decorative light fixture, consistent with the chosen architectural style.
3. **Carports.** Carport structures shall utilize the same colors, architectural finishes, and roofing materials as the residential building(s) it serves.

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3.8 Accessory Elements

1. **Patios.** If provided as individual dwelling unit open space, private patios shall adhere to the following standards:
   a. Patios shall have a minimum area of 60 square feet with a minimum dimension of 6 feet in each direction.
   b. Patios shall be separated from common or public areas by a fence or wall.
2. **Balconies.** If provided as individual dwelling unit open space, balconies shall adhere to the following standards:
   a. Balconies shall have a minimum area of 50 square feet with a minimum dimension of 5 feet in one direction. This dimension excludes areas for permanent equipment and storage.
   b. Balconies shall be recessed a minimum of 1 foot partially recessed into the building façade. The maximum projection shall be 50 percent of the balcony's full depth or 5 feet, whichever is less.
   c. The underside of projecting balconies shall be finished with building material as the rest of the structure.
   d. No balconies shall overhang into the public right-of-way or sidewalk, not including the portion of the building setback behind the existing lot line.
3. **Roof Decks.** If provided as individual dwelling unit open space, roof decks shall adhere to the following standards:
   a. Roof decks shall have a minimum area of 50 square feet with a minimum dimension of 5 feet in one direction. This dimension excludes areas for permanent equipment and storage.
   b. The sides of the roof deck shall be finished with building material that matches the rest of the building.
   c. Roof decks shall not overhang from the building façade.
4. **Mailboxes.**
   a. Mailboxes shall be located within one block of the residential units.

Chapter 4
LARGE SCALE RESIDENTIAL

4.1 Threshold and Applicability

4.2 Site Planing

4.3 Architecture and Materials

4.4 Landscape and Open Space

4.5 Mixed Use

4.1 Threshold and Applicability

The supplemental standards in this section apply to residential developments with a density of 25 units per acre or more. Typical typologies at this level of density include apartments, built either as a wrap around a parking structure or built atop a parking podium. These types of buildings are much larger than typical residential structures found in Aliso Viejo, which are generally single-family homes, townhomes, duplexes, and smaller-scale apartments up to three stories in height.

The design standards in this section for higher density residential projects are intended to supplement, and are in addition to, the overall design standards of the rest of this document. These standards have been calibrated to address design issues that arise with larger residential or mixed-use buildings.

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4.2 Site Planning

1. **Scale.** Larger structures shall utilize major modulations, and may utilize elevated pedestrian walkways to connect different wings of a building that are formed by major modulations to provide ADA-compliant pedestrian access between all residential units and shared amenities of a development. For the purposes of this section, large buildings are defined as structures containing 60 or more residential units.

2. **Corner Elements.** Large multifamily buildings and mixed-use buildings sited on a corner shall provide at least two of the following features:

   a. Tower or dome element at least 5 feet in height

   b. Recess or projection, at least 5 feet in depth, 20 feet in width, and at least as tall as wide

   c. Diagonal/curved walls at corner, at least 25 feet in length

   d. Entrance at corner

   e. Color and material variation from the primary façade with an area of at least 25 feet by 25 feet.

   f. Plaza or gathering area, with at least 1,000 square feet of paving.

3. **Elevated Pedestrian Walkways.** If provided, an elevated pedestrian walkway (or skybridge) connects two different buildings or different wings of the same building, and shall adhere to the followings standards:

   a. Width. The walkway shall have a minimum width of 5 feet and a maximum width of 8 feet.

   b. Height. The minimum height clearance from the ground to an elevated pedestrian walkway shall be 12 feet. The interior vertical clearance for each level of a pedestrian walkway shall be 8 feet.

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4.3 Architecture and Materials

1. **Major Modulations.** A major modulation in facade depth, extending from grade to roof, shall be provided along facades greater than 150 feet in length. For such facades, a major modulation shall be provided for each 150 feet of building frontage. Major modulations shall be at least 10 feet deep and 25 feet in length.
2. **Minor Modulations.** A 5-foot change in facade depth no shorter than 15 feet in length and 10 feet in height shall be provided for every 50 feet of building frontage. Required minor modulations may be situated adjacent to, but not within, a major modulation, and shall feature a different depth than the major modulation.
3. **Stepbacks.** As required in Table 15.18.030 of the AVMC, all minimum perimeter setbacks shall be increased one foot for every foot in height above 35 feet (except for setbacks from interior property lines).
4. **Roofline Modulation.** Large buildings shall also utilize at least one of the following techniques to modulate their rooflines, in addition to the standard roofline modulation listed in Section 3.4.
   a. Reduced Floor Area. The uppermost floor features a footprint up to 75 percent the size of the floor below.
   b. Unit Type. Use of loft-style units on the uppermost floor with ceilings at least 5 feet taller than the floor below.
   c. Unit Count. Provide up to 75 percent the number of units on the uppermost floor as compared to the floor below.
5. **Blank Façades.** A blank façade is a portion of a façade without a window, balcony, and/or doorways more than 30 feet in any direction. Features such as trellises, screens, modulations, material changes, and landscaping shall cover at least 50 percent of all blank façades.

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4.4 Landscape and Open Space

Landscaping shall be provided in accordance with the provisions of AVMC 15.62.060.

4.5 Mixed Use

1. **Distribution of Uses.**
   a. A minimum of 50 percent of a mixed-use building's commercial or office components shall be located on the ground floor.
   b. Common residential open space shall not be publicly-accessible.
2. **Entrances.**
   a. Entrances to upper floor uses shall be provided through a common entrance fronting a street.
   b. There shall be a ground-floor entrance to either a commercial, residential, open space, or parking use every 50 feet along the building's street-facing frontages.
3. **Building Design.**
   a. Service entries, loading areas, and trash areas associated with commercial uses shall not be immediately adjacent to residential uses.
   b. The windows, doors, and other access points of commercial uses shall be oriented to not face residential uses within 50 feet.
4. **Horizontal Mixed Use.**
   a. Commercial buildings shall face public streets and be sited either adjacent to or in front of the residential component of a horizontal mixed-use development.
   b. Residential uses shall be located at the rear or sides of the site.
   c. Parking for commercial uses shall be located at the center of the site, allowing the parking to provide a buffer from on-site residential uses and maximize shared parking opportunities between residential and commercial uses.
   d. If provided, dedicated private residential parking areas shall be separated from public commercial parking with a dedicated entrance.
   e. The commercial, residential, and open space areas of a horizontal mixed use project shall be connected via internal pathways.

Aliso Viejo ODS Comments – Brandywine Homes

1.) Page 7 "…at least 5% of base units…" This would reflect the guidance that city council has provided for staff fall of 2025.

Not addressed. ODS standards apply to Housing Elements Sites and SB 35 projects, consistent with State law. Projects with 5% affordability would not fall under ODS.

2.) Page 9 2.1b. 120 feet is a long way from an intersection. Both OC and LA counties allow for a min of 65 ft from intersection controlled by traffic / engineering. This area should also allow for development entries at a bulb or cult sac locations.

Changed to 100 feet.

3.) Page 11 1c. Indicates 5 ft but does not require a length

Specified that the full length shall be landscaped.

4.) Page 12 2b. A lof of space and on infill projects this is not always possible. 3ft?

Not addressed. Kept 5 foot width for planters to allow for street trees.

5.) Page 12 2d. Could this also include perpendicular parking?

Not addressed. Discussion of parking on residential lanes added to street type description, as simply stating parallel or perpendicular parking is permitted is not an actual standard.

6.) Page 13 3b. 3b. There should not be a prohibition to doors off alley conditions. There are many infill sites where product can be designed where a site plan lends itself to mixed door and garage conditions off of an alley or street. Can share examples of product where this is used, (American Dreamer Units).

Not addressed. Residential doors + garages on the same shared street falls under the residential lane typology.

7.) Page 14 4a. Measurement should be from garage-to-garage face. If units have overhang / cantilever this needs to be factored. Also, with OCFA standards, this should be as narrow as 22 ft for just the lane itself.

Changed to 30 feet, garage-to-garage

8.) Page 14 4b. 25ft is excessive. Recommend the standard be a min of 5 ft.

Changed to 10 feet.

9.) Page 14 4c. Trees should be plotted at the entry of the lanes. However, with utilities, building conflicts, and past HOA claims, trees within lanes are not the direction the city should impose.

Changed to require two trees to be provided at each entry.

10.) Page 15 5a. Measurement should be from garage-to-garage face. If units have overhang / cantilever this needs to be factored. Also, with OCFA standards, this should be as narrow as 22 ft for just the lane itself.

Changed to 30 feet, garage-to-garage

11.) Page 15 5b. This is a huge cost barrier for projects. If entry banding of 5 ft is provided, and the remainder of the court is asphalt this would be an alternative way of also upgrading within tolerance. Also allowing for colored stamped asphalt should be allowed in this standard.

Added stamped and colored asphalt as an option.

12.) Page 15 5c. Trees should be plotted at the entry of the courts. However, with utilities, building conflicts, and past HOA claims, trees within courts are not a direction the city should impose nor is achievable.

Changed to require two trees to be provided at each entry.

13.) Page 16 3. 5ft as a standard is wide. This should be 42" in line with ADA standards. With paseos between buildings, private open space, 5 ft makes the hard scape very intense vs utilizing soft scape.

Changed to 4 feet, consistent with other walkways.

14.) Page 17 2.7 This leaves this very open and undefined. "and other applicable plans and ordinances"

Not addressed. This is existing city text.

15.) Page 19 3.1 Good case study – would 15 Argonaut fall under 1 or 2? There is some grey area here however our understanding is that the project would fall into 1. With Spanish elevations, the body color remains consistent, case study would show we don't change the body color. Yet, we do have 2 color schemes.

Not addressed. Projects in the future would require different color schemes under a single style, or feature multiple architectural styles (each with its own color scheme)

16.) Page 21 2. Exposed rafter tails is not recommended at 50%. Not only is this a fire concern, but 50% has a financial impact. I would recommend 25% if there are any.

Changed to 25%

17.) Page 21 5. This is very prescriptive. With modern Spanish this is not implemented. Please refer to Plan 4 at 15 Argonaut. Elevation is very strong with no further detailing. The wording of "and" should be reviewed with requirements in this area.

Changed to feature a 6 inch recess.

18.) Page 22 2. Veranda / balcony? If we have 1 unit with 6ft depth and the rest at 5 ft, do we comply with the ODS? This is again the situation as presented for 15 Argonaut.

Changed. Verandas provided for at least 50 percent of units in building to count.

19.) Page 36 Entrances – this seemed to reflect for higher density product vs townhome (25DU) type product. Please advise.

Removed provision for entry per 50 feet.

20.) Page 37 Porches and Stoops – do we have to provide and if we do then these are requirements? Leave it open to how staff may impose these requirements.

Not addressed. All residential units require some form of entry treatment. Recesses, porches, stoops, overhangs, or forecourts. The type of treatment is up to the developer.

21.) Page 38 b. 2ft min. We have done 2 ft in many other cities with great success.

Changed to 2 feet.

22.) Page 39 3.4 1a. This is very difficult to achieve with low building heights. 15 Argonaut is in a zone that would allow only 35 ft height. We are using a waiver to get to less than 36. Would encourage eve articulation vs ridge light modulation. Maybe a min of 3 eve articulation over the front of each building front elevation?

Changed to 2 foot modulation for 2 – 3 stories.

23.) Page 39 3.4 2. While this does not impact 15 Argonaut, 40% is a low number especially if a building is modern. Considering roof wells should be taken into account.

Changed to 75 percent.

24.) Page 41 3.6 1a. 4 in trim is heavy. Would say a min of 2 inch.

Changed to 3 inches.

25.) Page 41 3.6 1b. 1inch in addition to the 2 inches of the wall plane is excessive.

Revised to indicate this applies when no trim is provided. This standard pertains to recessed windows.

26.) Page 41 3.6 1c. This is not clear. Brickmold is not clear description.

Revised for clarity.

27.) Page 41 3.6 1d. This is correct as these would not comply with T-24. Should this be removed as this is non code compliant?

This provision has been removed.

28.) Page 41 3.6 2a. Too prescriptive. Many times, the doorbell is well over 6 inches from the door. Within 36 inches of the door is reasonable.

Changed to 2 feet.

28.) Page 41 3.6 2b. Developers should not be required to install aWiFi-enabled video doorbells. This is added that there are homeowners that do not want this added to their home. This should not be a requirement.

Changed to simply state 'viewport'

29) Page 42 3.7 1 Garage door should be off set at a min of 6inches. There are often times where elevations are off set due to the upper floors already creating relief.

Changed to 1 foot.

30.) Page 43 3.8 1a. 10 ft is large. Industry average is 5-7ft.

Changed to 60 square foot minimum size, smallest dimension changed to 6 feet.

31.) Page 43 3.8 2a 6 ft min depth is large recommend min at 5 ft. Our plan 1, 2, and 3 would not comply.

Revised to 50 feet. Balcony and roof deck size minimum size changed to 50 square feet.

32.) Page 43 3.8 4b This requirement is very problematic for the HOA. This should be removed. Homeowners and many HOAs have removed trash bins are they do not get maintained in the long run.

This provision has been deleted.

Aliso Viejo ODS Comments – Meritage Homes

1. Page 13, Residential Alleys – this standard states that front doors are prohibited along residential alleys but does not clarify allowance of side entries facing private internal streets, or if front doors may face private internal streets with certain walkway setbacks incorporated. We are requesting more flexibility with this standard.

   Added statement that front doors for units along a residential alley may be accessed via another elevation.

2. Page 16, Pedestrian Circulation – Standard 2.6 (3) requires pedestrian walkways to be at least 5 feet wide. A 5-foot sidewalk is exceptionally wide for site plans that are incorporating density bonus/affordable units and/or multi-family developments. We are asking that this standard be revised to consider 3.5- or 4-foot sidewalks to provide more privacy from the unit front doors to public walkways. This standard also needs to provide for more flexibility for projects within High Fire Zones/special fuel modification zones.

   Revised to 4 feet.

3. Page 17, Parks and Open Space – This standard needs to reference flexibility for landscaping in High Fire Zones/special fuel modification zones that have to comply with OCFA standards

   Not addressed. Projects will still need to comply with all relevant laws and regulations.

4. Page 19, Color and Style – Under item 2 of this standard it states that residential develops with 41-80 single-family/duplex units shall adhere to at least two architectural styles, how did you come up with this specific range of units? Requiring multiple architectural styles for a development incorporating affordable housing comes at a great expense for the developer that then gets passed along to the buyer. The request is for one cohesive architectural style with two color schemes. This provides variety while still having a cohesive aesthetic. Does the City currently have any developments that incorporate both Spanish and Modern/Modern Farmhouse or Spanish and Tuscan? Please also consider that Aliso Viejo Associations such as AVCA and AV4 Liberty Association have to approve of developments and will request cohesive architecture and color schemes to adjacent existing development.

   Revised range of units. Requirement for multiple architectural styles has increased to 51 – 100 single-family duplex units.

5. Page 19, Architectural Styles – Under this standard, it states that architectural styles may not be mixed within a single building, this needs to be made consistent with the language under standard 3.1.

   Language has been revised.

6. Page 25, Item 4 – Color requirements need more clarity.

   Not addressed. Earth-tone is defined in this item.

7. Page 25, Item 5 – Please consider removing the requirement for recessed windows.

Revised requirement so that only 50% of windows shall be recessed.

8. Page 25, Item 6 – Please remove the requirement for casement windows, these are the most expensive windows and will add additional costs to the development and buyer.

Revised requirement one casement window per single-family/duplex unit is required.

9. Page 26 (all feature requirements) – Please consider revising these feature requirements to better reflect a range of housing markets. All of these features listed are considered more luxury development features and should not apply to attached developments or developments including an affordable housing component. Again, the additional expenses of these upscale features impact homebuyers, especially entry-level home buyers. These standards are so specific and seem to hinder future development instead of guiding City Planners.

Not addressed. Note that only 2 – 4 of these decorative elements is required per building, depending on the overall building size. Intent of standards is to ensure quality design relating to a specific architectural style.

10. Page 36, Massing (Item 3) – please revise offsets of façade or roof elevation to 1 foot or greater instead of 2 feet.

Massing standard revised to only apply to the façade, not the roof.

11. Page 37, Stoops (Item 3b) – please remove this requirement or provide for more flexibility.

Changed to 3 feet.

12. Page 37, Stoops (Item 3e) – please remove this requirement, the need for stairs is

driven by grade.

Removed.

13. Page 39, Roofline Modulation – What is the purpose of 3 feet for every 50 linear feet for roof height? It seems arbitrary as adding more height to the roof line will conflict with the City's building height requirements.

Modulation changed to 2 feet per 50 linear feet.

14. Page 40, Four-Sided Architecture – This standard seems fine for multi-family developments, but this will be hard to comply with for detached residential developments. Instead, please consider enhanced elevations for corner lots for detached developments.

Not addressed. This standard included to ensure materials and colors wrap around a building, and that houses are not dressed like a movie set (e.g. an elaborate front side and a barren back side)

15. Page 41, Door Elements – The requirement for doorbells to be provided within 6 inches of the front door is so specific. Please revise to add more flexibility here

Changed to 2 feet.

16. Page 42, Recess – garage doors being set back 2 feet from the rest of the façade is considered more of a luxury requirement and will impact multi-family site planning on tighter sites with an affordable component. Please consider a more flexible range here (setback of 5 inches to 2 feet).

Recess changed to 6 – 18 inches.

17. Page 42, Treatments – Again, some of these feature are so specific and considered luxury, please consider revising to better accommodate a range of development/affordability types.

Number of required elements changed to two. It is also noted that the material of a residential lane and lane court can be used to satisfy the driveway requirement.

18. Page 43, Balconies – Balcony dimensions are very specific, the standards should be revised to allow for more flexibility based on number of units, architectural style(s), site planning, and affordability range.

Balcony dimensions have been changed to 50 square feet and 5 feet in any one direction.

ALISO VIEJO

Objective Design Standards

City Council Hearing

June 03, 2026

Purpose of Objective Design Standards (ODS)

- Establish clear, measurable, and enforceable design standards
- Ensure compliance with State housing laws
- Replace subjective guidelines with objective criteria
- Provide predictability for applicants and staff
- Maintain and enhance community character

Background

- REAP 2.0 Funded Task
- Funds must be fully expended by June 30, 2026.
- PlaceWorks brought on to support:
  - Key Zoning Code Amendments
  - ODS Update for Multi-Family/Mixed-Use Housing
  - Outreach
  - Report & Presentation

Zoning Code Updates & Applicability

Zoning Code Updates

- Revised Sections 15.62.010 and 15.62.040
- References readers to the stand-alone ODS for qualifying projects

Applicability

New residential developments with:

- ≥20% of base units affordable to low-income households on Housing Element sites
- ≥10% of base units affordable to low-income households

- Substantial renovations or structural alterations, defined as:
  - Demolition of 50% or more of exterior walls or roof

Objective Design Standards

- Stand-alone document
- Includes checklist
- Maintains existing structure of final three sections Chapter 15.62:
  - Site Planning (subsection 110)
  - Architecture (subsection 120)
  - Large-Scale Residential (subsection 130)

Outreach

- Developer roundtable held May 14, 2026
- Feedback regarding entries, paving materials, architectural detailing, and landscaping received and incorporated into ODS.

ALISO VIEJO

Site Planning

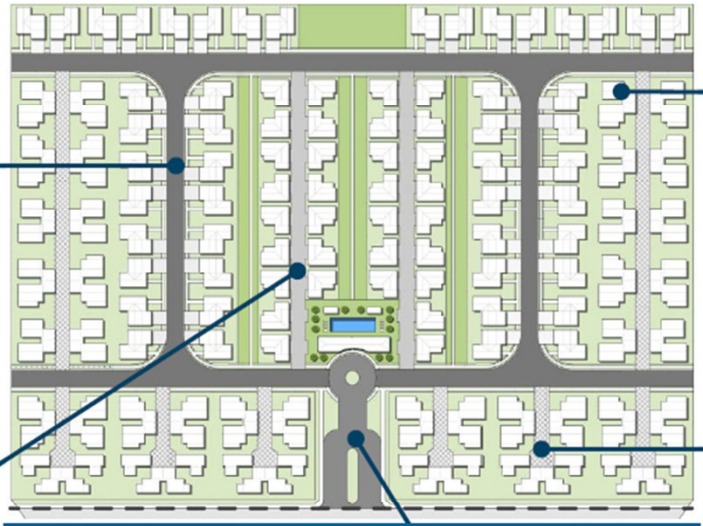
Street Types

2.2 Streets

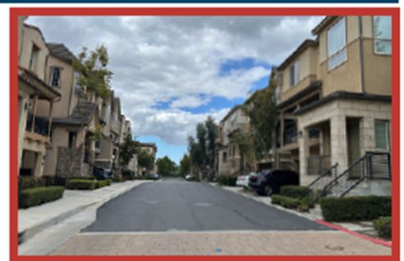
Residential developments shall feature a circulation system with a clear hierarchy of streets, either public or private, that allows for efficient ingress and egress of vehicles, safe and convenient pedestrian connections throughout the development, and other associated infrastructure. An exhibit demonstrating that all portions of a project's roadway system adheres to one of the following street types shall be included. Street types shall not be combined with another street type.

Residential drives are the primary street typology for residential neighborhoods, connecting various dwelling units with other portions of the community through features such as front doors, pedestrian walkways, and landscaping.

Residential alleys provide dedicated vehicle access to the garages of individual residential units. Residential alleys are the least pedestrian-oriented street type.



Neighborhood entries serve as the primary access point(s) to a residential neighborhood, and may feature gates, special landscape treatments, and monumentation.



Residential lanes provide vehicular and pedestrian access to multiple residences in the form of a shared street. This street type features distinct entry paving and landscaping to demarcate the lane's dual functions.

Lane courts provide both vehicular and pedestrian access to multiple residences. Front doors open onto the lane court, which features distinct paving to demarcate the court's dual functions.

A system of pedestrian walkways shall also connect all residential dwellings to the public sidewalk, parking facilties, common open areas, waste and recycling enclosures, and mailboxes, as described in Section 2.6.

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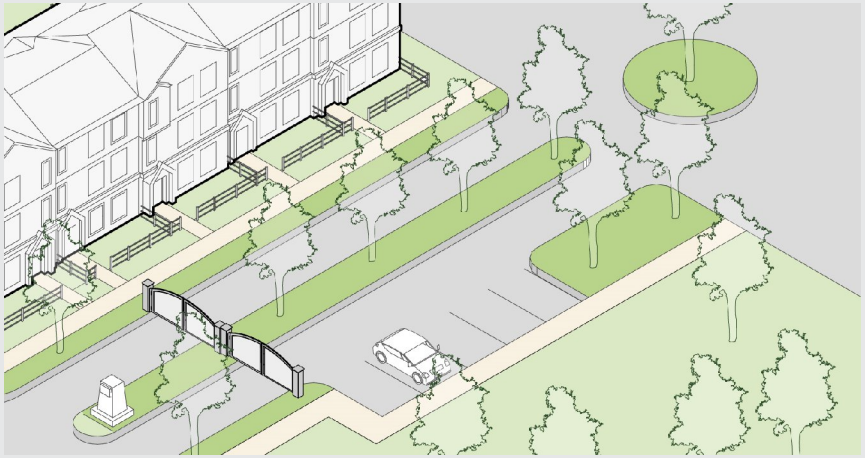
Street Types

Neighborhood Entries



Residential Drives

Residential Alleys

Residential Lanes

Lane Courts

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Architecture

Architectural Styles

Spanish Revival

Tuscan

Modern Farmhouse

Modern

- Features required elements for each style that relate to the universal components of a building.
  - Roofs
  - Walls
  - Doors
  - Windows
- Features 15 – 18 optional decorative features for each style.
- Larger multifamily buildings require more decorative elements than single-family homes.

Spanish Revival

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Tuscan

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Modern Farmhouse

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Modern

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Frontages

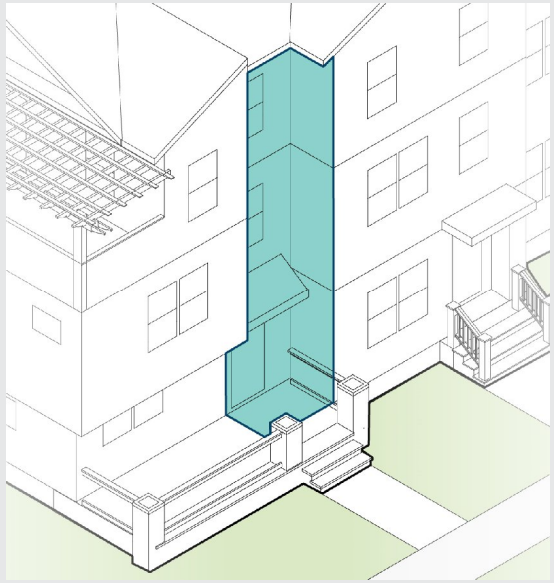
Recesses

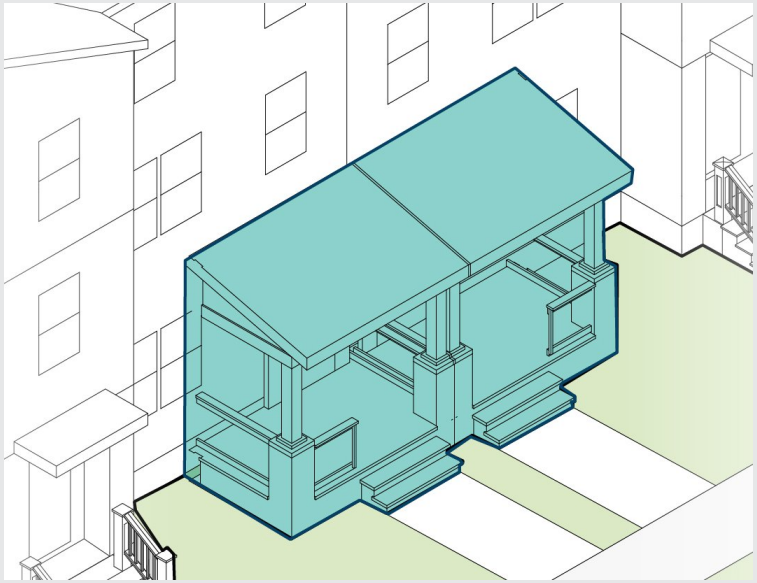
Porches

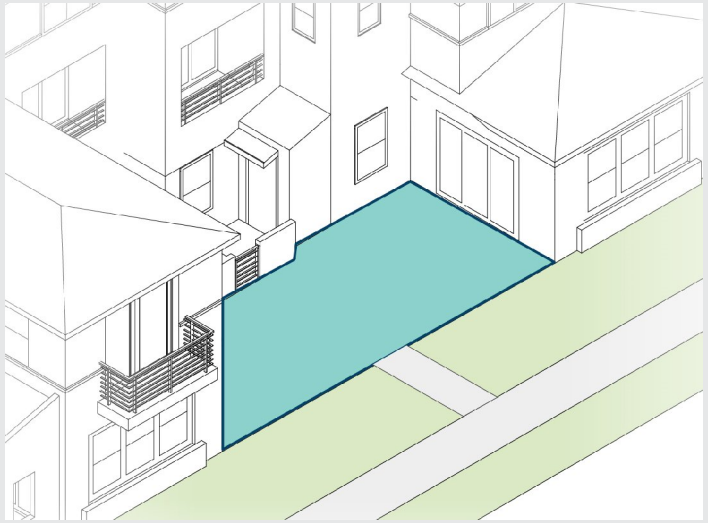
Stoops

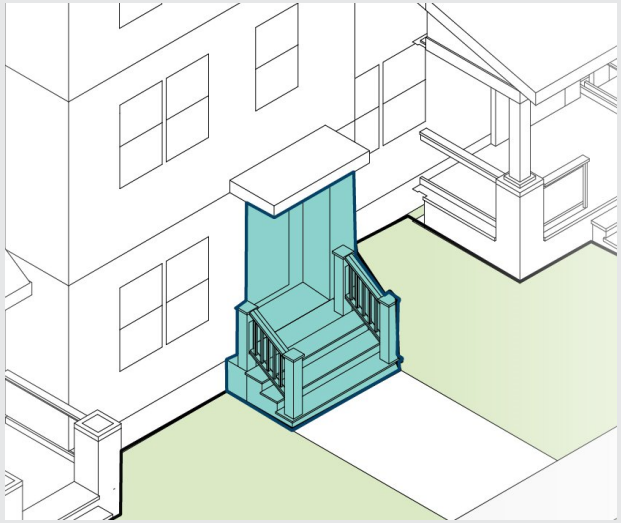
Overhangs

Forecourts









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Large Scale Residential

Applicability

Projects with a density of 25 units/acre or greater.

- Additional standards for:
  - Corner Elements
  - Elevated Pedestrian Walkways

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Applicability

Projects with a density of 25 units/acre or greater.

- Additional standards for:
  - Facade Modulations
  - Roofline Modulations

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Applicability

Projects with a density of 25 units/acre or greater.

- Additional standards for:
  - Blank Facades
  - Mixed-Use Development

Recommendation

- Find that Zoning Code Amendment ZA-2026-01004 is exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15061(b)(3) of the State CEQA Guidelines;
- Introduce First Reading of an Ordinance entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, AMENDING THE ALISO VIEJO MUNICIPAL CODE TO ESTABLISH OBJECTIVE DESIGN STANDARDS FOR QUALIFYING HOUSING PROJECTS IN THE CITY AND DETERMINING THE ACTION TO BE EXEMPT FROM CEQA; and
- Adopt a Resolution approving the Objective Design Standards Manual to establish clear and measurable criteria for qualifying residential projects.

ALISO VIEJO

Questions and Discussion

City of Aliso Viejo
AGENDA ITEM

DATE: June 3, 2026

TO: Mayor and City Council

FROM: Scott Smith, City Attorney
Maria Kendig, Director of Government Services/City Clerk

SUBJECT: ADOPTION OF TELECONFERENCING DISRUPTION POLICY AND COMMUNITY OUTREACH AND PUBLIC ENGAGEMENT PLAN IN COMPLIANCE WITH SENATE BILL 707 (SB707)

Recommended Actions:

1. That the City Council of the City of Aliso Viejo ("City") adopt Resolution No. 2026-XX, a new City Council policy addressing a disruption of telephonic or internet service during City Council meetings, in compliance with Senate Bill 707 and Government Code Sections 54953.9 and 54953.10; and

2. Approve the SB 707 Community Outreach and Public Engagement Plan to encourage participation by historically underrepresented and underserved communities.

Summary:

In accordance with Senate Bill 707, the City has prepared and is implementing a revised Public Participation Policy, Community Outreach Plan, and Technology Disruption Policy to ensure compliance with statutory public meeting accessibility and participation requirements.

Fiscal Impact:

Implementation of SB 707 may require ongoing expenditures related to remote meeting software subscriptions, audiovisual technology, website accessibility enhancements, translation services, and related administrative support.

Existing technology infrastructure established during prior remote meeting operations substantially reduces anticipated implementation costs. Any future budgetary impacts associated with technology upgrades or expanded services will be incorporated into future budget requests as necessary.

Background:

California Senate Bill 707 (SB 707) amended the Ralph M. Brown Act (Gov. Code §§ 54950 et seq.) to modernize teleconferencing and accessibility requirements for public meetings, including provisions governing remote public participation.

SB 707 applies to all legislative bodies subject to the Brown Act; however, certain enhanced requirements apply specifically to "eligible legislative bodies," as defined by the statute. The Aliso Viejo City Council qualifies as an "eligible legislative body" because it is the governing body of a city with a population exceeding 30,000 residents. (Gov. Code § 54953.4(e)(2)). The City's boards, commissions, and committees do not fall within this definition.

Effective July 1, 2026, SB 707 requires eligible legislative bodies to provide either a two-way audiovisual platform or a two-way telephonic service that allows members of the public to remotely participate in City Council meetings.

In addition, on or before July 1, 2026, the City must adopt a formal policy establishing procedures for recessing and reconvening meetings in the event of a technological disruption, as well as outlining the efforts the legislative body will undertake to restore remote access services.

Additional provisions of SB 707 that become operative on July 1, 2026, include requirements to:

- Provide two-way remote public participation through telephone and/or internet-based audiovisual platforms;
- Adopt a formal policy addressing disruptions to remote access services during meetings;
- Expand and enhance opportunities for public participation;
- Increase outreach efforts to encourage participation from underserved and historically underrepresented communities;
- Enhance language accessibility and public notice procedures; and
- Maintain procedures to ensure continuity of meetings in the event of technological failures.

The City of Aliso Viejo previously implemented remote participation procedures during the COVID-19 emergency pursuant to temporary Brown Act teleconferencing provisions. Those procedures proved effective in increasing public accessibility and participation and provide the operational foundation for the City's proposed SB 707 compliance framework.

Discussion:

SB 707 Compliance Requirements

To comply with SB 707, staff recommends adoption of one new City Council policy, revision of another and implementation of a Community Outreach and Public Engagement Plan.

The proposed policies are intended to ensure that the City remains compliant with state law while continuing to provide accessible, orderly, and transparent public meetings.

Proposed Technology Disruption Policy

As described in the policy, if service cannot be restored after at least one hour, the City Council could choose to:

1. by roll call vote, make a finding that the public interest in continuing the meeting outweighs the public interest in remote public access;
2. adjourn the meeting; or
3. extend the recess to allow staff more time to make a good-faith effort to restore remote access services.

These requirements do not apply to certain specified types of meetings, including meetings held offsite or for inspection purposes, or in emergency situations. The attached Policy lists those exemptions.

The policy is modeled after best practices adopted by other California agencies and incorporates statutory requirements contained within Government Code Sections 54953.9 and 54953.10.

Remote Participation Platform

Staff recommends continuing use of webinar-style remote meeting technology substantially similar to the City's prior COVID-era meeting procedures. The remote participation format will include:

- Livestream access through the City website;
- Two-way audiovisual participation;
- "Raise Hand" functionality for public comments;
- Written public comment submission options; and
- Public meeting access instructions published directly on meeting agendas.

The following language, modeled after prior City COVID-era agenda notices, will be incorporated into future agendas and public notices as appropriate:

> "Members of the public may access the meeting live through the City's website and remote participation platform. Public comments may be submitted in advance by

email or voicemail or provided live through the remote participation platform using the “Raise Hand” feature as identified on the meeting agenda.”

Community Outreach and Public Engagement Plan

SB 707 requires agencies to conduct outreach designed to encourage participation from historically underserved and underrepresented communities.

The proposed outreach plan includes the following measures:

- Posting meeting participation instructions prominently on the City’s website;
- Utilizing social media and digital communication platforms to promote meeting participation opportunities;
- Coordinating outreach through community organizations, schools, homeowner associations, and local service providers;
- Including public participation information in City newsletters and utility or service mailings where feasible;
- Providing clear instructions regarding remote participation options; and
- Enhancing accessibility for individuals with disabilities through captioning and ADA accommodations.

Staff will continue evaluating additional outreach methods and technology enhancements as implementation of SB 707 evolves statewide.

Attachments:

1. Proposed Resolution
2. Proposed Policy– City Council Meeting Technology Disruption
3. SB 707 Community Outreach and Public Engagement Plan

RESOLUTION NO. 2026-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, ADOPTING A NEW CITY COUNCIL POLICY ADDRESSING A DISRUPTION OF TELEPHONIC OR INTERNET SERVICE DURING A CITY COUNCIL MEETING

WHEREAS, the Ralph M. Brown Act (Government Code § 54950 *et seq*.) establishes requirements for open and public meetings of local legislative bodies; and

WHEREAS, Senate Bill 707 (SB 707, 2025) amended the Brown Act to update teleconferencing and accessibility requirements, including provisions related to remote participation in public meetings; and

WHEREAS, Government Code Section 54953.4(b)(1)(A) requires the City Council, on or before July 1, 2026, to adopt at a noticed public meeting in open session a policy addressing disruption of telephonic or internet service during meetings conducted with remote participation; and

WHEREAS, the required policy must address procedures for recessing and reconvening a meeting in the event of a disruption and the efforts the legislative body will make to attempt to restore service; and

WHEREAS, if telephonic or internet service has not been restored upon reconvening, the legislative body must make findings by roll call vote that good faith efforts to restore service have been made and that continuing the meeting is appropriate despite the disruption to remote public access; and

WHEREAS, adoption of a technology disruption policy is required to ensure compliance with state law and to promote transparency and continuity of public meetings; and

WHEREAS, the proposed City Council policy addressing disruption of telephonic or internet service during City Council meetings has been prepared in accordance with Government Code Section 54953.4 and is attached hereto as Exhibit A.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALISO VIEJO AS FOLLOWS:

Section 1. The City Council hereby finds and determines that all of the recitals set forth above are true and correct. The above recitals are hereby incorporated as substantive findings of this Resolution.

Section 2. The City Council of the City of Aliso Viejo adopts the City Council Policy entitled “Disruption of Telephonic or Internet Service During Meetings,” in the form

presented, with such minor modifications as may be required or approved by the City Attorney, a copy of which shall be kept on file in the Office of the City Clerk.

Section 3. The Mayor of the City of Aliso Viejo is hereby authorized to affix his/her signature to this Resolution signifying its approval and adoption by the City Council of the City of Aliso Viejo.

PASSED, APPROVED AND ADOPTED this __ day of June, 2026.

_____
Max Duncan,
Mayor

APPROVED AS TO FORM:

_____
Scott C. Smith,
City Attorney

CERTIFICATION OF ATTESTATION AND ORIGINALITY

I, MARIA KENDIG, City Clerk of the City of Aliso Viejo, California, do hereby attest to and certify that the foregoing Resolution No. 2026-XXto be the original resolution duly passed and adopted by the City Council at their regular meeting held on the __ day of June, 2026, by the following roll call vote, to wit:

AYES:	Councilmembers:	_____
NOES:	Councilmembers:	_____
ABSTAIN	Councilmember(s)	_____

Date: _____

_____
Maria Kendig,
City Clerk

City of Aliso Viejo

COUNCIL POLICY

SUBJECT	POLICY NO.	EFF. DATE	PAGE
DISRUPTION OF TELEPHONIC OR INTERNET SERVICE DURING MEETINGS	**400-19**	**07/01/2026**	**1 of 5**

BACKGROUND

Senate Bill 707 (2025) amended the Brown Act to require eligible legislative bodies to adopt, on or before July 1, 2026, a policy addressing how the agency will respond to disruptions in telephonic or internet service that prevent members of the public from participating remotely. Given that the City has a population of over 30,000, the City qualifies as an eligible legislative body and must adopt such policy.

PURPOSE

This Policy establishes procedures for responding to a disruption in the telephonic or internet services that provide two-way remote public access to meetings of the Council of the City as required by the Brown Act (Government Code section 54953.4). The policy ensures transparency, public participation, and the continuation of meetings during technological disruptions.

POLICY

1. Definitions

"Service Disruption" means any failure, outage, or other interruption to the agency's remote access services that prevents members of the public from participating in a City Council meeting through the remote access service.

"Disrupting" means engaging in behavior during a meeting of the City Council that actually disrupts, disturbs, impedes, or renders infeasible the orderly conduct of the meeting and includes, but is not limited to one of the following:

a. A failure to comply with reasonable and lawful regulations adopted by the Council of the City

b. Engaging in behavior that constitutes use of force or a true threat of force.

"Remote access services" means the two-way telephonic service and/or two-way audiovisual platform used to provide real-time remote public attendance and observation of meetings.

"Two-way audiovisual platform" means an online platform that provides participants with the ability to participate in a meeting via both an interactive video conference and a two-way telephonic service.

"Two-way telephonic service" means a telephone service that does not require internet access and allows participants to dial a telephone number to listen and verbally participate.

"True threat of force" means a threat that has sufficient indicia of intent and seriousness, that a reasonable observer would perceive it to be an actual threat to use force by the person making the threat.

2. Applicability

This policy applies to all open and public meetings of the City Council at which remote public participation is required under the Brown Act. Consistent with the Brown Act, this policy shall not apply to the following meetings:

a. Meetings held to attend a judicial or administrative proceeding to which the City is a party.

b. Meetings held to inspect real or personal property provided that the topic of the meeting is limited to items directly related to the real or personal property.

c. Meetings held to meet with elected or appointed officials of the United States or the State of California, solely to discuss a legislative or regulatory issue affecting the City and over which the federal or state officials have jurisdiction.

d. Meetings held to meet in or nearby a facility owned by the City, provided that the topic of the meeting is limited to items directly related to the facility.

e. Meetings held in an emergency situation pursuant to Government Code section 54956.5.

3. Remote Public Access Generally

When remote public access is required under the Brown Act, the City Council shall provide members of the public with an opportunity to attend and participate in the meeting using a

two-way audiovisual platform or a two-way telephonic service, provided that adequate telephonic or internet service is operational at the meeting location.

If adequate telephonic or internet service is not operational at the meeting location, the City Council shall not be required to provide remote access. If adequate telephonic or internet service is operational for only a portion of the meeting, the City Council shall provide remote access during that portion of the meeting.

If a two-way audiovisual platform is used, the City Council shall:

a. Publicly post and provide a call-in option as well; and

b. Activate any automatic captioning function that is available in the audiovisual platform.

If a two-way audiovisual platform is not provided, the City Council shall provide a two-way telephonic service. Pursuant to Government Code section 54983, live webcasting may be required in addition to the telephonic service, if any alternative teleconferencing methods are utilized by the City Council.

Members of the public participating remotely shall be provided the same opportunity to provide public comment as members of the public attending in person, including the same time allotment.

4. Response to Service Disruption

If the Mayor or Clerk becomes aware of a service disruption:

a. The Mayor or Clerk shall immediately announce the service disruption to the public.

b. The Mayor shall call for a recess of the open session and may convene the legislative body in an authorized closed session, consistent with the Brown Act. The recess shall last for one hour or until service is restored, whichever is earlier.

c. During the recess, City staff shall make a good faith effort to diagnose and restore the disrupted service.

5. Reconvening the Open Session

After the expiration of the hour, if service has not been restored, the Mayor or Clerk shall report on the status of staff's efforts to restore remote access services, and the City Council may reconvene to:

a. Adjourn the meeting;

b. Extend the recess to allow staff more time to make a good faith effort to restore remote access services; or

c. Continue the open session portion of the meeting by adopting, by roll call vote, the following or a substantially similar finding:

"The City has made good faith efforts to restore telephonic or internet service in accordance with its adopted policy, and the public interest in continuing the meeting outweighs the public interest in remote public access."

Upon adoption of the finding, the City Council may continue the open session portion of the meeting despite the fact that remote access services have not been restored.

6. Recordkeeping

The Clerk shall enter a brief statement into the meeting minutes, including:

a. The nature and time of the service disruption;

b. The time the meeting was reconvened (if applicable);

c. Any finding adopted pursuant to Section 7.

7. Response to Members of the Public Disrupting a Meeting

If the Mayor or Clerk becomes aware of a member of the public who is attending the meeting through remote access services and is disrupting the meeting or otherwise preventing other members of the public from attending or observing the meeting remotely or in-person:

a. The Mayor or Clerk shall warn the person who is participating through remote access services that he or she is disrupting the meeting and his or her failure to cease that behavior may result in his or her removal.

b. If the person to whom the Mayor gave the above warning persists in disrupting the meeting, the Mayor shall order staff to:

   i. mute or otherwise limit the individual's ability to disrupt the meeting, while allowing the individual to continue to observe and attend the meeting; or

   ii. remove the individual from the meeting if paragraph (a) does not address the disrupting behavior or is not available using the remote access service.

8. Review and Updates

This policy may be amended by the City Council at a noticed public meeting in open session and may not be placed on the consent calendar.

CITY OF ALISO VIEJO

SB707: Community Outreach and Public Engagement Plan

SB 707 requires agencies to conduct outreach designed to encourage participation from historically underserved and underrepresented communities.

The proposed outreach plan includes the following measures:

- Posting meeting participation instructions prominently on the City's website;
- Utilizing social media and digital communication platforms to promote meeting participation opportunities;
- Coordinating outreach through community organizations, schools, homeowner associations, and local service providers;
- Including public participation information in City newsletters and utility or service mailings where feasible;
- Providing clear instructions regarding remote participation options; and
- Enhancing accessibility for individuals with disabilities through captioning and ADA accommodations.

Staff will continue evaluating additional outreach methods and technology enhancements as implementation of SB 707 evolves statewide.

ALISO VIEJO

Adoption of Teleconferencing Disruption Policy & Community Outreach Plan (SB 707)

June 3, 2026

City Council Meeting

Summary

- SB 707 updates Brown Act teleconferencing requirements
- Requires enhanced remote public participation
- Requires disruption response procedures
- Requires expanded outreach to underserved communities
- City must comply by July 1, 2026

Key Requirements

- By July 1, 2026, City must:
  - Provide two-way audiovisual or telephonic participation
  - Adopt disruption and reconvening policy
  - Ensure public access and participation options
  - Expand outreach to underserved communities
  - Enhance language accessibility

Proposed Disruption Policy

- If remote service fails and cannot be restored within 1 hour, Council may:
  - Continue meeting (by roll call finding public interest outweighs disruption)
  - Adjourn the meeting
  - Extend recess for restoration efforts

Remote Participation Format

- Continues webinar-style system similar to COVID-era procedures:
  - Live streaming via City website
  - Two-way audio/visual participation
  - “Raise Hand” public comment feature
  - Public comment options
  - Instructions included on agendas

Community Outreach Plan

- Outreach will include:
  - Website visibility improvements
  - Social media engagement
  - Reach out to schools, HOAs, and local community groups
  - Clear participation instructions on web and agenda
  - ADA accessibility and captioning support

Staff Recommendation:

1. Adoption of Resolution No. 2026-XX
2. Approval of SB 707 Outreach and Engagement Plan

Approval will ensure compliance, continuity of meetings, and expanded public access.

City of Aliso Viejo
AGENDA ITEM

DATE: June 3, 2026

TO: Mayor and City Council

FROM: Ann Eifert, Director of Financial Services

SUBJECT: PROPOSED ANNUAL BUDGET FOR FISCAL YEAR 2026-27

Recommended Actions:

1. Adopt a Resolution adopting the Annual Budget for Fiscal Year 2026-27; and
2. Adopt a Resolution approving updated City Salary Schedules to include cost-of-living adjustments of 3.2% and the addition of Principal Civil Engineer and Principal Planner job classifications, effective July 1, 2026; and
3. Adopt a Resolution setting the annual appropriations limit for Fiscal Year 2026-27.

Fiscal Impact:

The proposed Fiscal Year (FY) 2026-27 budget includes appropriations for programs and projects necessary to provide essential services to the community. General Fund resources are estimated to total $30.1 million. Staff is proposing a balanced General Fund operating budget totaling approximately $29.6 million and $0.2 million for the Capital Improvement Plan (CIP), for a total appropriation of $29.9 million.

A General Fund surplus of approximately $0.2 million is projected, resulting in an increase to fund balance of 0.5% to $45.4 million and represents 153% of the FY 2026-27 operating budget.

		Proposed Budget
Resources	$	30,072,225
Appropriations		(29,611,101)
Operating Surplus (Deficit)	$	461,124
Capital Improvement		(247,500)
Estimated Year-End	$	213,624
Estimated Beginning Fund Balance	$	45,179,773
Estimated Year-End Fund Balance	$	45,393,397
Estimated Change in Fund Balance	$	213,624
% Change in Fund Balance		0.5%

In addition to the General Fund, the City uses “Special Revenue Funds” to fund various City expenditures. Special Revenue Funds are typically restricted funds, such as Gas Tax, SB 1, Measure M, Federal Grants, and Other Grants. These funds can only be used for specific purposes. Revenue and appropriations for all Special Revenue Funds for FY 2026-27 are approximately $8.9 million and $10.2 million, respectively.

At the end of FY 2026-27 operations, the estimated fund balance for all City funds will be approximately $51.5 million.

Background:

On May 6, 2026, a City Council study session was held to discuss the FY 2026-27 draft budget. The study session provided the Council with revenue and expenditure estimates for the General Fund and highlighted costs associated with salary and benefits, which includes a 3.2% cost-of-living adjustment for employees, insurance premium increases, funding for the election, economic development initiatives, a master fee and development impact fee study, General Plan evacuation assessment work, and public safety contract costs.

Discussion:

General Fund Revenues

Revenue forecasts for FY 2026-27 are estimated to total $30.1 million, essentially flat from the current fiscal year, but approximately 6.2% lower than FY 2024-25, which included one-time sources from unrealized gains in the City’s investment portfolio and other financing sources, as well as strong operating results at the Aliso Viejo Center. The FY 2026-27 revenue estimates reflect only modest year-over-year increases in sales tax, property tax, and franchise fees. The increases are expected to offset decreases in recreation and the Aliso Viejo Center. Table 1 below provides a summary of General Fund resources compared to the current year’s budget and FY 2024-25 actuals.

Table 1: General Fund Resources

General Fund Resources	FY 2024-25 Actuals	FY 2025-26 Amended Budget	FY 2026-27 Proposed Budget	YOY Change
Property Tax	$ 10,287,203	$ 10,319,100	$ 10,534,000	2.1%
Sales Tax	11,154,921	11,220,000	11,400,000	1.6%
TOT	1,699,738	1,600,000	1,600,000	0.0%
Franchise Fees	1,738,860	1,636,000	1,727,000	5.6%
Recreation	1,525,242	1,560,000	1,514,000	-2.9%
Building & Planning	1,353,812	1,335,000	1,350,000	1.1%
Fines & Forfeitures	293,289	255,000	235,000	-7.8%
Investment Earnings	2,138,091	1,100,000	1,100,000	0.0%
Other/Transfers-In	1,870,143	845,000	612,225	-27.5%
Total Resources	**$ 32,061,299**	**$ 29,870,100**	**$ 30,072,225**	0.7%

The City receives 84% of its General Fund revenue from taxes. This includes property tax, sales tax, transient occupancy tax (TOT), and franchise fees. Property tax is estimated at $10.5 million and is projected to increase approximately 2%, primarily from inflationary adjustments allowable under Proposition 13. Sales tax is conservatively estimated at $11.4 million, an increase of $0.2 million or 1.6% from the current year as economic uncertainty remains high due to inflation, overseas conflicts, interest rates, and other economic policies. TOT remains consistent year after year at approximately $1.6 million. The City has two hotels and any significant growth is not anticipated. Franchise fees from the City's utilities and waste hauler are expected to increase slightly, however, these increases are offset by decreases in cable fees as consumers move toward streaming services and away from traditional cable television.

Other revenue sources include recreation fees, building and planning, traffic and parking fines, investments earnings, and net income from the Aliso Viejo Center. Recreation fees total approximately $1.5 million and include facility rentals at the Ranch, classes, and camps. The current year saw a decline in larger events hosted by non-residents, such as weddings, and FY 2026-27 estimates continue that trend with a decline in demand for large events. Building and planning fees are estimated to remain flat from the current year at $1.4 million and do not include any anticipated large development projects as the timing remains uncertain. Investment income is also conservatively estimated at $1.1 million as interest rate cuts in FY 2026-27 remain a possibility. Transfers and other revenue primarily include a transfer from the Aliso Viejo Center, which is projecting a decrease of approximately $0.1 million in net income to $0.3 million.

General Fund Appropriations

The General Fund operating budget totals $29.6 million and includes $0.3 million in transfers to the Aliso Viejo Aquatic Center Fund to bridge the operating gap at that facility. The operating budget includes salaries and benefits for 29 full-time positions, five elected officials, and part-time positions primarily in Recreation and Community Services. Salary and benefit expenses include merit-based increases and cost-of-living adjustments (COLA) in accordance with the Classification and Compensation Plan approved by Council in 2018, which is based on the Annual Consumer Price Index, Urban Wage Earners and Clerical Workers, Los Angeles-Long Beach-Anaheim (CPI-W) of 3.2%. The estimated cost of the COLA is $0.1 million.

In addition, appropriations include CalPERS pension costs of $0.5 million and $0.2 million in unfunded pension liability. As of the most recent CalPERS actuarial valuation, the City's accrued liability's funded ratio is above the required funding level of 80%, as established by Council policy in 2017.

The FY 2026-27 budget provides the necessary funding to continue essential services throughout the community. The operating budget reflects an increase of approximately 5.0%, or $1.5 million compared to the FY 2025-26 amended budget. The year-over-year increase is primarily a result of the following:

- Public Safety – FY 2026-27 appropriations for law enforcement services with the Orange County Sheriff's Department (OCSD) is $0.7 million higher than the current fiscal year, which includes funding for one motor officer and one Emergency Operations Coordinator position held vacant in FY 2025-26.
- Public Works – Increases of $0.2 million include additional street maintenance funding as required by the recently updated maintenance of effort (MOE) and the City's share of the County's stormwater program.
- Administration & Support – The increase of approximately $0.4 million for Administration and Support is primarily a result of increases to salaries and benefits, recently filled positions, $57,000 for the November 2026 election, and an increase of approximately $80,000 for the City's insurance premiums.

Table 2 summarizes the General Fund appropriations compared to the current year's budget and FY 2024-25 actuals.

Table 2: General Fund Appropriations

General Fund Expenditures	FY 24-25 Actuals	FY 25-26 Amended Budget	FY 26-27 Proposed Budget	YOY Change
Admin & Support	$ 4,235,385	$ 4,819,209	$ 5,195,887	8%
Community Services	2,744,808	3,021,207	3,226,059	7%
Community & Econ Dev.	4,785,189	5,373,898	5,403,575	1%
Public Works	1,668,271	2,022,627	2,184,835	8%
Public Safety	10,462,135	11,669,417	12,372,230	6%
City Hall	195,732	283,305	271,315	-4%
Debt Service	655,369	657,450	656,450	0%
Transfers/Other	529,411	284,450	300,750	6%
Total Operating	**$ 25,276,300**	**$ 28,131,563**	**$ 29,611,101**	**5%**
Capital Improvement	224,521	1,001,000	247,500	-75%
Total	**$ 25,500,821**	**$ 29,132,563**	**$ 29,858,601**	**2%**

Capital Improvement Plan (CIP)

Other General Fund obligations include funding for capital improvement projects totaling $0.2 million for FY 2026-27. General Fund improvements include the following projects:

- Vista Park - Replacement of lighting, trellis, and playground resurfacing $ 47,500
- Aquatic Center – Replacement of the recreation pool plaster and lighting management system $120,000
- Aliso Viejo Center – Replacement of lighting management system $ 60,000
- Dairy Fork/Wood Canyon Wetlands $ 20,000

Total - $247,500

The CIP with funding from special revenues total $4.1 million and include the following projects:

• Accessible pedestrian signals (CDBG) -	$ 237,203
• Street Improvement Slurry Seal Projects (Measure M)	$1,910,000
• Columbia Loop Street Rehabilitation (SB1)	$1,105,000
• Construction of Pump Track (Park Fees)	$ 824,802
Total -	$4,077,005

Special Revenue Funds

Special Revenue Funds are expended in compliance with their funding stipulations; however, it is common to accumulate Special Revenue Funds for multiple years to fund larger City projects.

Road funds consist of Traffic Congestion Relief, Gas Taxes, Measure M and SB1-Road Maintenance Rehabilitation Account (RMRA) funds. These funds are restricted and may only be utilized for the maintenance and improvement of street and traffic projects.

Gas Tax resources and expenditures are estimated at $1.6 million and $1.4 million, respectively. Gas Tax funds are appropriated for street maintenance, street lighting, signal maintenance, and street sweeping.

Measure M revenues and expenditures are projected at $1.1 million and $2.0 million, respectively. Measure M funds are used for street capital projects and the Senior Mobility Program (SMP). Measure M projects include the FY 2026-27 slurry seal project as well as the FY 2025-26 slurry seal, which was delayed in the current year, totaling $1.9 million. The SMP, which provides transportation services for our City's seniors, is estimated at $57,885.

SB1-RMRA revenue totals $1.5 million and $1.1 million is included in the CIP for the Columbia Loop street rehabilitation project.

Public safety grants include the Supplemental Law Enforcement Service Funds (SLESF) for frontline local public safety programs and equipment and expected to total approximately $0.2 million in revenue and expenses. These funds are used to offset contractual costs with the OCSD for various police equipment, including the replacement of a police motorcycle in FY 2026-27.

Air Quality Management District (AQMD) revenue is approximately $0.1 million with no budgeted projects or expenditures anticipated in FY 2026-27.

Integrated Waste Management funds are used to facilitate recycling and other waste reduction initiatives. Remaining grant funds of $0.1 million are expected to be spent in FY 2026-27 to implement SB1383 compliance regarding organic waste recycling.

Other Grants for FY 2026-27 total $0.1 million and include the Permanent Local Housing Allocation grant, which provides funding to maintain the City's three affordable housing units, costs associated with the Orange County Sheriff's Behavior Health Bureau, and supportive and case management services.

The Technology Grant is provided from public, educational, and government access (PEG) fees received through cable franchises and is estimated at $0.1 million. Expenses include funds for public programming, such as Council meetings and SportsZone.

The Federal Grants budget totals $0.3 million and provides funding for the Community Development Block Grant (CDBG). Expenditures include the installation of accessible pedestrian signals, public service activities, fair housing services, and grant administration.

FY 2026-27 also includes $0.8 million in development impact park-in-lieu fees for the construction of a pump track. These fees are expected to be collected in the current fiscal year and are included in the FY 2026-27 as directed by Council on March 18, 2026.

Management services for the Aliso Viejo Center and the Aquatic Center are provided by two management companies. Aliso Viejo Center revenues total approximately $2.8 million and expenses total $2.5 million, resulting in a net transfer of $0.3 million to the General Fund. The Aquatic Center revenues are estimated at $0.8 million, with expenditures totaling $1.1 million. The City's General Fund will subsidize the operating deficit with a transfer to the Aquatic Fund in the amount of $0.3 million. Table 3 summarizes the resources and expenditure budget for the City's special revenue funds.

Table 3: Special Revenue Funds

Fund	Est. Beginning Balance	FY 2026-27 Proposed Resources	FY 2026-27 Proposed Budget	Est. Year-End Balance
Traffic Congestion Relief	$ 81,330	$ 3,800	$ -	$ 85,130
Gas Tax	1,343,765	1,570,500	1,358,270	1,555,995
Measure M	1,724,922	1,070,500	1,967,885	827,537
SB1	781,210	1,486,500	1,105,000	1,162,710
Public Safety Grants	396,602	218,000	242,255	372,347
AQMD	289,700	63,500	-	353,200
Integrated Waste Mgmt	6,802	14,000	108,000	(87,198)
Other Grants	46,438	140,946	137,946	49,438
Technology Grant	368,590	72,500	121,545	319,545
Development Impact	2,416,429	-	824,802	1,591,627
Federal Grants	(87,027)	337,619	337,619	(87,027)
Aliso Viejo Center[1]	-	2,828,330	2,828,330	-
Aquatic Center[2]	-	1,123,750	1,123,750	-
Total	**7,368,762**	**$ 8,929,945**	**$ 10,155,402**	**$ 6,143,305**

Salary Schedule

In 2018, the City Council adopted a resolution approving revisions to the City's classification and compensation plan. The Plan recommended that Council consider annual cost-of-living adjustments based on the Annual Consumer Price Index, Urban Wage Earners and Clerical Workers, Los Angeles-Long Beach-Anaheim (CPI-W). The 2025 annual CPI-W is 3.2% and the estimated impact to the FY 2026-27 budget is approximately $0.1 million for FY 2026-27.

Staff is also proposing two changes to the salary schedule: 1) the addition of job classification Principal Civil Engineer and 2) the retitling of the classification Senior Planner 1 to Principal Planner. The proposed addition of the Principal Civil Engineer classification (attachment 5) is recommended to reflect the increasing scope and complexity of the position in comparison to the existing classification of Associate Engineer. The salary range for Principal Civil Engineer is in line with salary ranges of similar cities. The Principal Planner classification (attachment 6) is being introduced to replace the Senior Planner 1 title to better align with industry standards and norms. No changes in the salary range is being requested to the Principal Planner classification.

These proposed classification changes reflect revisions to the City's list of job classifications only. Staff is not proposing any increases to staffing levels above the current 29 full-time positions or part-time budget.

Attachment 4 provides the proposed salary schedule effective July 1, 2026, if approved by Council.

Appropriations Limit (GANN)

Pursuant to Article XIIIB of the California Constitution, the City must compute an annual appropriations limit (known as the Gann Limit), which places a ceiling on the total amount of tax revenues the City can appropriate annually. The limit is adjusted each year using the following factors: 1) the percentage change in California Per Capita Income, or the change in the City's Assessed Valuation due to new non-residential construction, whichever is greater; and 2) the percentage change in the Citywide, or Countywide population, whichever is greater. As required by Government Code Section 7910, the City Council is being asked to formally adopt by resolution the Appropriations Limit for FY 2026-27.

The California per capita personal income percentage change as provided by the Department of Finance is 4.95% for FY 2026-27. The City's percentage change in the local assessment roll from the preceding year due to the addition of local non-residential new construction is 0.46%. The estimated population change for the City is -0.94% and the County is -0.37%.

It is recommended that the City Council adopt the percentage change in the County population and the percentage change in the California per capita personal income from the preceding year for use in the adjustment of the Appropriations Limit for FY 2026-27. The appropriations limit for FY 2026-27 is $65,082,674 and the budget

subject to the limit is $22,914,727; therefore, the City is in compliance with Government Code requirements.

Attachments:

1. FY 2026-27 Budget Resolution
2. FY 2026-27 Proposed Budget
3. Salary Schedule Resolution
4. Proposed Salary Schedule
5. Principal Civil Engineer Job Classification Description
6. Principal Planner Job Classification Description
7. Resolution Adopting the Appropriations Limit for FY 2026-27
8. Appropriations Limit Calculation for FY 2026-27
9. Proposed Budget Presentation

RESOLUTION NO. 2026-___

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, ADOPTING THE 2026-27 FISCAL YEAR BUDGET FOR THE CITY OF ALISO VIEJO

WHEREAS, the City Council of the City of Aliso Viejo requires a fiscal plan for the City's operation; and

WHEREAS, a proposed budget for the City of Aliso Viejo for the fiscal year commencing July 1, 2026, and ending June 30, 2027, was submitted to the City Council, as required by Ordinance No. 2001-005; and

WHEREAS, the City Council has conducted a public meeting, has heard and considered public comments, has modified the draft budget accordingly, and wishes to adopt such budget for the fiscal year beginning July 1, 2026, and ending June 30, 2027; and

WHEREAS, preparation of the fiscal year 2026-27 Annual Budget conforms to the Management and Budget Policies adopted by the City Council on November 16, 2005 by Resolution No. 2005-056; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALISO VIEJO AS FOLLOWS:

SECTION 1. That the fiscal year 2026-27 Annual Budget is hereby adopted.

SECTION 2. That the City Manager and the Director of Financial Services are hereby authorized to make expenditures in accordance with the fiscal year 2026-27 Annual Budget, as adopted, with the exception of those expenditures that require City Council approval in accordance with the ordinances and regulations of the City.

SECTION 3. That a copy of said fiscal year 2026-27 Annual Budget is on file in the office of the City Clerk, and is incorporated by reference into this resolution.

SECTION 4. That the Director of Financial Services is directed to enter the fiscal year 2026-27 Annual Budget into the City's financial system in accordance with appropriate accounting practices, and the City Manager, with the Director of Financial Services' assistance, shall assure compliance therewith.

SECTION 5. That the Mayor of the City of Aliso Viejo shall sign and the City Clerk shall certify to the passage and adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 3rd day of June 2026.

_____
Max Duncan
Mayor

APPROVED AS TO FORM:

_____
Scott C. Smith, City Attorney

ATTEST:

_____
Maria Kendig, City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF ALISO VIEJO)

I, MARIA KENDIG, City Clerk of the City of Aliso Viejo, California, DO HEREBY CERTIFY that the foregoing is the original of Resolution No. 2026-__ duly passed and adopted by the City Council of the City of Aliso Viejo at their regular meeting held on the 3rd day of June, 2026, by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

_____
JANET MARTINEZ
CITY CLERK

(SEAL)

PROPOSED ANNUAL BUDGET

FISCAL YEAR 2026-27

ALISO VIEJO

Live Life Inspired

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Budget at a Glance

Fiscal Year 2026-27

General Fund Budget by Department Totals $29.9 million

Department	Budget	Department	Budget
City Council	$0.2	Building	$0.9
City Manager	$0.7	Code Enforcement	$0.2
Human Resources	$0.2	Economic Development	$3.3
Government Services	$0.8	Engineering	$1.7
City Attorney	$0.4	Street Maintenance	$0.5
Finance	$1.0	Law Enforcement Contract	$11.4
Information Technology	$1.1	Law Enforcement Other	$0.3
Central Services/City Hall	$1.0	Animal Control	$0.6
Iglesia Park/Community Center	$0.4	EOC	$0.1
Community Services Admin	$0.3	Debt Service	$0.7
Recreation	$2.5	CIP	$0.2
Planning	$1.0	Transfers	$0.3

Special Revenue Funds by Function Totals $10.2 million

Street Improvements	$4.4	Public Safety	$0.2
Recycling/Waste Mgmt	$0.1	Facilities/Parks	$0.8
Community Development	$0.4	Aliso Viejo Center	$2.8
Administration	$0.3	Aliso Viejo Aquatic Center	$1.1

City of Aliso Viejo
List of Principal Officials

City-Manager Form of Government

CITY COUNCIL

Max Duncan, Mayor
Mike Munzing, Mayor Pro Tem, District 5
Tiffany Ackley, Council Member, At-Large
Garrett Dwyer, Council Member, District 3
Tim Zandbergen, Council Member, District 1

CITY MANAGER

Brett Channing

CITY ADMINISTRATION

Isaac Aziz, Information Technology Manager
Ann Eifert, Director of Financial Services/City Treasurer
Maria Kendig, Director of Government Services/City Clerk
So Kim, Community Development Director
Lizzy Mendoza, Community Services Manager
Shaun Pelletier, Public Works Director/City Engineer
Scott Smith, City Attorney (Best, Best, & Krieger)
Ryan Buhr, Police Chief (Orange County Sheriff's Department)
Reid Gibson, Division Chief (Orange County Fire Authority)

History of the City

Aliso Viejo was originally part of the 26,000-acre Moulton Ranch. In the 1890's, the Moulton family took ownership of land the Mexican government originally granted to Juan Avila in 1842. In 1976, the Mission Viejo Company purchased the last 6,600 acres for a new master-planned community. The ultimate vision for Aliso Viejo was to feature neighborhoods that provide a balance between work and home, services, and leisure activities. A transit-friendly, energy-conscious, and land-conserving community, Aliso Viejo was to foster a sense of community by creating a friendlier streetscape, quality infrastructure like parks, schools, and new roads, shopping close to home, community services, and neighbors that genuinely feel connected to the community and to one another.

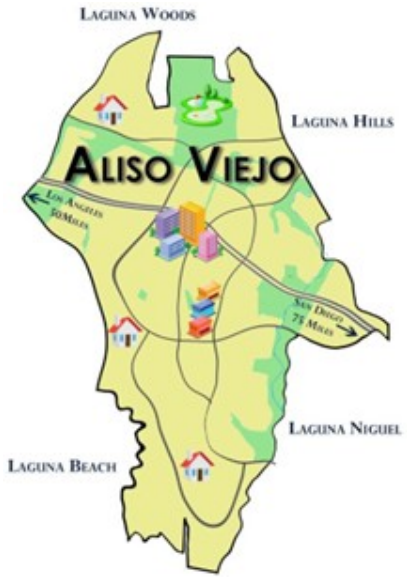
The county approved the master plan for the community in 1979, and by March of 1982, the first residential units were offered for sale. About eight months later, the first residents arrived.

In February of 1995, the Self-Governance Subcommittee of Governmental Affairs, an offshoot of the Aliso Viejo Community Association (AVCA), which was the first community-wide property owner's association of its kind in the state, began its push to make Aliso Viejo a city. Two years later, "Aliso Viejo Cityhood 2000" was born. In March of 1999, "Aliso Viejo Cityhood 2000" introduced an initiative on the ballot for the 2001 special election. On March 6, 2001, voters (more than 90 percent) overwhelmingly decided to make Aliso Viejo a city. The City of Aliso Viejo was officially incorporated on July 1, 2001, and operates as a general law City.

Location

Aliso Viejo encompasses approximately seven square miles and is located at the southern end of Orange County. Aliso is approximately 50 miles southeast of downtown Los Angeles, 75 miles northwest of San Diego, 15 miles south of John Wayne International Airport, and 2.7 miles inland from the Pacific Ocean. Neighboring communities include the cities of Laguna Beach, Laguna Niguel, Laguna Hills, and Laguna Woods.

More than 1,200 businesses are located in Aliso Viejo, which has roughly five million square feet of low and mid-rise office, research and development, technology, and light industrial space. The City is recognized for hosting fast-growing entrepreneurial industries such as medical device, technology, software, biotech, pharmaceutical, electronic gaming, healthcare, and insurance.



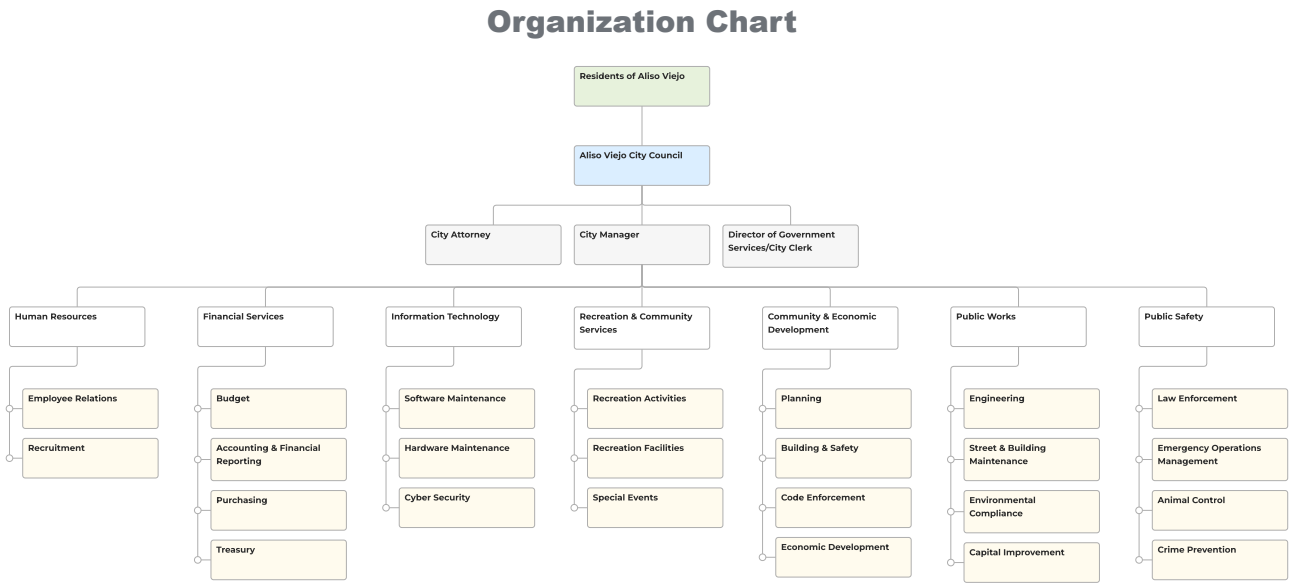
Form of Government

The City operates under the Council-Manager form of government. Beginning with the election in 2024, the City implemented by-district elections, with the City being divided into five districts. Council members are elected to four-year terms with elections staggered every two years. The Mayor and Mayor Pro-Tem are selected by the Council from among its members to serve one-year terms. For more information regarding the by- district election process, please visit https://avcity.org/.

The Council acts as the legislative and policy-making body of the City, enacting all laws and directing such actions as required to provide for the general welfare of the community. City Council meetings are held on a regular basis and are open to the public. The City Council also serves as the governing body of the Aliso Viejo Public Financing Corporation. The City Manager is appointed by the City Council and is responsible for overseeing the operations of the City and implementing the policy decisions made by the City Council. The City Attorney is also appointed by the City Council. All other department heads and employees are appointed by the City Manager.

The City provides municipal services through in-house staffing for administration, finance, planning, and community services and contracts for the services of police, fire, street maintenance, building, code enforcement, trash removal, street sweeping, various recreation programs, and legal services. The City owns and manages the Aliso Viejo Aquatic Center, the Aliso Viejo Center, Iglesia Park, Vista Park, and the Aliso Viejo Ranch property, in addition to maintaining all public roads. The Orange County Library System provides public library services. The Aliso Viejo Community Association, a master community association, owns and manages 20 of the 23 local parks within the City limits. This association also maintains most of the landscaped slopes and parkways.

Organizational Chart



Staffing

The table below represents budgeted staffing levels by department for the past five years. The FY 2026-27 budget includes salaries and benefits for 5 elected officials, 29 full-time employees, and approximately 6.0 part-time or full-time equivalents (FTE).

Five-Year Budgeted Staffing Levels

Department (FTE)	2023	2024	2025	2026	2027
City Council (Elected Officials)	5.0	5.0	5.0	5.0	5.0
City Manager	3.0	3.0	3.0	2.0	2.0
Government Services	2.5	2.5	2.5	3.5	3.5
Human Resources	1.0	1.1	1.0	1.0	1.0
Financial Services	4.3	4.0	4.0	4.0	4.0
Information Technology	3.0	3.0	3.0	3.0	3.0
Recreation and Community Services	18.0	12.5	12.5	12.5	12.5
Community and Economic Development	5.8	5.0	5.0	5.0	5.0
Public Works	4.0	4.0	4.0	4.0	4.0
Public Safety	-	0.5	-	-	-
Total	**46.6**	**40.6**	**40.0**	**40.0**	**40.0**

Employee Compensation and Benefits

The City of Aliso Viejo provides various benefits to employees in addition to maintaining competitive salaries.

Work Schedule: The City operates on a 9/80 work schedule, with every other Friday off.

Salary: The City has a Pay-For-Performance Compensation System. Salaries are based on experience and knowledge of job responsibilities. Each classification title has a corresponding salary range. The compensation system and cost-of-living increases have been incorporated for FY 2026-27.

Medicare: All employees contribute a portion of gross salary for Medicare coverage as determined by Federal regulations.

Retirement Benefits: The City formally joined the California Public Employees Retirement System (CalPERS) in December 2002 under the CalPERS 2% @ 55 Plan. It is a multiple-employer public employee defined benefit pension plan. Each year, an independent actuary engaged by the pension plan calculates the amount of the annual contribution that the City must make to the pension plan to ensure that the plan will be able to fully meet its obligations to retired employees on a timely basis. The City received its actuarial valuation in July 2025 for FY 2026-27. The City's annual employer contribution rate for FY 2025-26 was 11.94% of base wages and is expected to be 11.92% for FY 2026-27. The City also pays the employees' portion of the retirement contribution of 7% of base wages.

On January 1, 2013, the Public Employees' Pension Reform Act (PEPRA) was implemented by CalPERS. This legislation created a benefit group, PEPRA, for new members in CalPERS. All employees, hired by the city on or after January 1, 2013, who have a lapse in membership or no prior membership with CalPERS, are placed into the PEPRA benefit group. The defined benefit formula is 2% @ 62. The annual employer contribution rate for FY 2025-26 is 7.96% of base wages and is expected to be 7.93% in FY 2026-27. Employees in the new benefit group are required to contribute at least 50% of the total normal cost rate for their defined benefit plan. As such, the employee contribution rate in FY 2026-27 is 7.75% of base wages. Reducing unfunded liabilities has become a priority for both CalPERS and the City's contracted public safety agencies. The City's funded ratio as of the last available CalPERS actuarial valuation is above 80%.

The following table shows the City's employer contributions, including unfunded liability contributions, towards CalPERS over the last 5 fiscal years.

CalPERS Contributions

Fiscal Year	Employer Contribution Rate (Classic)	Employer Contribution Rate (PEPRA)	Estimated Annual Employer Normal Cost	Employer Unfunded Accrued Liability Contribution	Estimated Total Contributions[1]
2022-23	10.320 %	7.470 %	$294,455	$98,471	$392,926
2023-24	11.840 %	7.680 %	$321,208	$89,913	$411,121
2024-25	11.880 %	7.870 %	$343,645	$126,925	$470,570
2025-26	11.940 %	7.960 %	$344,130	$158,270	$502,400
2026-27	11.920%	7.930%	$376,283	$185,379	$561,662

[1] Total contributions do not include the employee contribution rate which is paid by the City for classic members.

Source: CalPERS, City of Aliso Viejo, Department of Financial Services

Annual Leave: Employees earn 176 to 240 hours of annual leave per year depending on years of service. Accrual of annual leave and maximum accrual amounts increase based upon number of years of service. The City also allows an annual cash payout of accrued leave in the amount of 40 hours for 1-5 years of service and 80 hours for 6 or more years of service.

Cafeteria Benefits Plan: The City provides its employees a specific dollar amount which can be applied toward medical, dental, vision insurance and/or other benefits offered on a pre-tax basis through the City's Section 125 Cafeteria Plan. A variety of medical insurance plans are available through the CalPERS Health Benefits program. Flexible Spending Accounts are provided and funded by the employees.

Life and Long-Term Disability: The City provides life and long-term disability insurance.

Deferred Compensation: City contributions to a Governmental 457(b) deferred compensation plan are provided to active Council Members of up to $2,242.58 per month. The City also provides an employer contribution to the City Manager of an amount equal to 3% of base salary. The program is optional for all other employees and funded by employee contributions through payroll deductions.

Basis of Budgeting

The City of Aliso Viejo's annual operating budget is prepared in conformity with Generally Accepted Accounting Principles (GAAP), using the modified accrual basis of accounting. Under this method of accounting, revenues are recognized in the accounting period in which they become measurable and available to finance expenditures of the current fiscal period, while expenditures are recognized in the accounting period in which the liability is incurred. Each of the City's funds is considered a separate accounting entity with a self-balancing set of accounts that records assets, liabilities, fund equity, revenue, and expenditures. Funds are established and segregated for the purpose of recording specific programs or attaining certain objectives in accordance with special regulations, restrictions, or limitations. The General Fund accounts for all revenue of the City not specifically levied or collected for a particular purpose. The City of Aliso Viejo has 13 Special Revenue Funds that are used to account for specific revenues that are legally restricted for particular purposes. The Capital Project Funds are used to account for the acquisition or construction and improvement of major capital projects. The budget is prepared on a line item basis by fund and department. The City currently does not have any Enterprise or Internal Service funds.

Budgeting Process

The responsibility for preparation of the Annual Budget is set forth in Ordinance No. 2001-005, whereby the City Manager is tasked with the preparation and submittal of the Annual Budget for its approval by City Council. The Financial Services Department prepares budget reports and provides detailed instructions and assistance to each department with respect to the preparation of their particular department budgets. The budgeting process is generally an incremental one which starts with a historically-based budget. Requests for changes in appropriations are made at the departmental level and initially compiled and reviewed by the Director of Financial Services. A draft budget is then presented to the City Manager, who reviews the requests and ensures that all budget decisions are in full accordance with stated City Council policies and goals, and all applicable federal, state, and local laws and regulations.

PREPARATION OF THE BUDGET DOCUMENT

Altogether, budget preparation takes approximately four months. Departments begin preparing their budget requests and revenue estimates in February. All budget submissions for new and additional services, positions, capital outlay, and capital improvement projects are reviewed. The overall picture of estimated revenues and proposed appropriations is also carefully studied. In addition to providing the most efficient, effective and economical service levels possible, public safety, legal requirements, and adherence to City Council financial policies are also major considerations throughout the budget process.

Budget workshops are open to the public and are held starting in April. The City Manager presents the Draft Budget to the City Council and the public for review. Changes to the budget as directed by the City Council are incorporated into the Proposed Budget and presented for adoption. The budget is adopted annually by the City Council prior to the beginning of the fiscal year and serves as the foundation for the City's financial planning and control. A majority vote is required to pass, approve, and adopt the final Budget by resolution at a City Council meeting.

BUDGET CALENDAR – SUMMARY

The following calendar highlights some of the key deadlines used for the preparation of the FY 2026-27 Budget:

May 6, 2026 - City Council Study Session - FY 2026-27 Draft Budget

June 3, 2026 - Present Proposed Budget for City Council Adoption

BUDGET IMPLEMENTATION, TRANSFERS AND CONTROL

Upon adoption of the budget by the City Council, the responsibility of implementing each department's budget lies with each Department Head with oversight by the Director of Financial Services, with ultimate responsibility resting with the City Manager. Department Heads are expected to operate their departments within the appropriations established in the budget.

The legal level of budgetary control is the level at which management may not allocate resources without the City Council's approval. The level of budgetary control for the City is established at the fund level. Prior to the beginning of each fiscal year, the City Council adopts the annual budget, which serves as the foundation for the City's financial planning and control. All governmental funds are annually appropriated. The budget is arranged by fund, function, and department and presented to the Council by the City Manager. Transfers of appropriations within a fund can be made with the approval of the City Manager and Director of Financial Services. The City Council's approval is required for all budget amendments that result in a change to the total expenditure of a fund. The budget is reviewed mid-year in February by the City Manager and the Director of Financial Services to ensure compliance with City Council direction. The midyear budget is then presented to and reviewed by the City Council and consideration is given to

necessary changes for new programs, projects, and other adjustments to ensure that expenditures and revenues are in line with the budgeted projections.

A carefully designed system of internal accounting and budgetary controls is used to ensure that revenues and expenditures are tracked and used as intended. These controls are designed to provide reasonable, but not necessarily absolute, assurance with respect to the reliability of financial and budgetary records for use in the preparation of financial statements, as well as accountability for all City assets. The concept of reasonable assurance recognizes that the cost of control should not exceed the benefits and that the evaluation of costs and benefits requires estimates and judgments by management. The system is reviewed as regularly as possible and as required by law, by either internal audit staff and/or independent, certified public accountants. The City also maintains an encumbrance accounting system as an additional method of accomplishing budgetary control. Estimated purchase amounts are encumbered prior to the release of purchase orders to a vendor. At fiscal year-end, all operating budget appropriations lapse and are re-appropriated in the next year's budget.

FINANCIAL REPORTS

Annual Comprehensive Financial Report (ACFR): The ACFR is a detailed report that covers the financial statements for the City prepared in accordance with Generally Accepted Accounting Principles (GAAP) as promulgated by the Government Accounting Standards Board (GASB). This report includes an introductory section, the Independent Auditors' Report, and the Management's Discussion and Analysis (MD&A), which offers readers a narrative description as well as an analysis of the financial activity of the City for the fiscal year ended. The report continues with the government-wide statements, fund financial statements, and notes to the financial statements. Statements for major funds are then presented, followed by all non-major fund activity, and finally, the statistical section. The City prepared its first ACFR in 2001 in the GASB Statement Number 34 format and included a citywide valuation of infrastructure assets. The ACFR complies with all GASB pronouncements applicable to the City of Aliso Viejo. The City has consistently received the prestigious "Certificate of Achievement for Excellence in Financial Reporting" award presented by Government Finance Officers Association since 2001.

OTHER INFORMATION

Capital Improvement Program (CIP): The Capital Improvement Program (CIP) Budget is submitted to the City Council with the budget document in order to provide more detailed descriptions of projects scheduled to take place over the next five years. A CIP project is defined as an addition or improvement to the City's infrastructure or public facilities. Financial Services coordinates the budget preparation, including review of fund cash flows to ensure adequate funding over the project life. Many projects span multiple fiscal years and have multiple funding sources, including grant funding and special revenue funds. Special attention is paid to projects requiring General Fund dollars and typically reflects previously identified Council goals. The CIP document is designed to give an easily understandable overview of the multi-year projects to which the City Council has made a long-term commitment.

Debt: On August 13, 2019, the City issued $12,250,000 of tax-exempt Certificates of Participation to provide financing for the construction of the Aliso Viejo Ranch. The principal is due annually in amounts ranging from $230,000 to $635,000 on November 1 of each year commencing in 2020 through the year 2049 with a coupon rate ranging from 2% to 4%. Interest is payable semi-annually in amounts ranging from $9,525 to $212,325 and is due on May 1 and November 1 of each year commencing on November 1, 2019. The interest payments have rates ranging from 0.96% to 3.09%.

Debt without Government Commitment - Community Facilities District No. 2005-01: In November, 2007, the City issued $34,070,000 in Special Tax Bonds for the acquisition and improvement of various public facilities within Community Facilities District No. 2005-01 (CFD No. 2005-01). In September 2014, the City refinanced the Special Tax Bonds with the issuance of the 2014 Special Tax Bonds for a total of $32,270,000.

In December 2023, the City refinanced $26,605,000 in principal outstanding on the 2014 Special Tax Bonds for a total of $23,430,000. Principal payments commence on September 1, 2024, and are paid annually in amounts ranging from $880,000 to $2,440,000 until September 2038. Interest payments will commence September 1, 2024, and paid semiannually thereafter on September 1 and March 1 of each year.

LEGAL DEBT MARGIN

The general laws of the State of California for municipalities provide for a legal debt limit of 15% of the assessed valuation. However, this provision was enacted when the assessed valuation was established based on 25% of market value. Effective with fiscal year 1981-82, taxable property is assessed at 100% of market value. Although the debt limit provision has not been amended by the State since this change, the percentage has been proportionately modified to 3.75% (one-fourth of the limit of 15%) for the purpose of this calculation for consistency with the original intent of the State's debt limit.

The following chart details the calculation of the City's Legal Debt Margin.

Computation of Legal Debt Margin

	FY 2022-23	FY 2023-24	FY 2024-25	FY 2025-26	FY 2026-27
Assessed Valuation	11,846,251,958	12,279,351,745	12,734,593,722	13,037,996,994	13,466,099,625
Legal Debt Limit 3.75%	444,234,448	460,475,690	477,547,265	488,924,887	504,978,736
Amount of Debt Applicable to Limit	11,545,000	11,295,000	11,035,000	10,765,000	10,485,000
Legal Debt Margin	432,689,448	449,180,690	466,512,265	478,159,887	494,493,736

Source: County of Orange Auditor Controller
HDL Coren & Cone,
City of Aliso Viejo Department of Financial Services

APPROPRIATIONS LIMIT (GANN)

The voters of California, during a special election in 1979, approved Article XIII-B of the California State Constitution. Informally known as the "Gann Initiative," Article XIII-B provides limits regarding the total amount of appropriations in any fiscal year from "the proceeds of taxes." Every year the City Council adopts an appropriations limit, via resolution, for the proposed fiscal year.

The State Legislature, in 1980, added Section 9710 to the Government Code, providing that the governing body of each local jurisdiction must establish, by resolution, an appropriations limit for the following year. The appropriation limit for any fiscal year was equal to the previous year's limit, adjusted for population changes and the changes in the US Consumer Price Index (or California per capita personal income, if smaller). The necessary statistical information is provided by the California Department of Finance. However, the original Article XIII-B (Proposition 4) and its implementing legislation were modified by Proposition 111 and SB 88 by the voters in June 1980. The changes were

incorporated into the FY 1990-91 and FY 1991-92 Appropriations Limits. Beginning with the FY 1990-91 Appropriations Limit, a city may choose annual adjustment factors. The adjustment factors include growth in the California Per Capita Income or growth in the non-residential assessed valuation due to construction within the City and the population growth within the county or the city.

The following chart details the City's Annual Appropriation Five-Year Limit history.

Annual Appropriations Limit

Fiscal Year	Appropriations Limit	Percentage Change	Subject to Limit	Variance
2022-23	53,660,602	11.33%	15,361,280	38,299,322
2023-24	56,164,572	4.67%	16,182,063	39,982,509
2024-25	58,378,143	3.94%	19,534,385	38,843,758
2025-26	62,243,329	6.62%	19,588,263	42,655,066
2026-27	65,082,674	4.56%	22,914,727	42,167,947

RESOLUTION NO. 2026-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, ADOPTING THE 2026-27 FISCAL YEAR BUDGET FOR THE CITY OF ALISO VIEJO

WHEREAS, the City Council of the City of requires a fiscal plan for the City's operation; and

WHEREAS, a proposed budget for the City of Aliso Viejo for the fiscal year commencing July 1, 2026, and ending June 30, 2027, was submitted to the City Council, as required by Ordinance No. 2001-005; and

WHEREAS, the City Council has conducted a public meeting, has heard and considered public comments, has modified the draft budget accordingly, and wishes to adopt such budget for the fiscal year beginning July 1, 2026, and ending June 30, 2027; and

WHEREAS, preparation of the fiscal year 2026-27 Annual Budget conforms to the Management and Budget Policies adopted by the City Council on November 16, 2005, by Resolution No. 2005-056; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF AS FOLLOWS:

SECTION 1. That the fiscal year 2026-27 Annual Budget is hereby adopted.

SECTION 2. That the City Manager and the Director of Financial Services are hereby authorized to make expenditures in accordance with the fiscal year 2026-27 Annual Budget, as adopted, with the exception of those expenditures that require City Council approval in accordance with the ordinances and regulations of the City.

SECTION 3. That a copy of said fiscal year 2026-27 Annual Budget is on file in the office of the City Clerk, and is incorporated by reference into this resolution.

SECTION 4. That the Director of Financial Services is directed to enter the fiscal year 2026-27 Annual Budget into the City's financial system in accordance with appropriate accounting practices, and the City Manager, with the Director of Financial Services' assistance, shall assure compliance therewith.

SECTION 5. That the Mayor of the City of shall sign and the City Clerk shall certify the passage and adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 3rd day of June 2026.

City of Aliso Viejo

COUNCIL POLICY

SUBJECT	RES. NO.	POLICY NO.	EFF. DATE	PAGE
FINANCIAL MANAGEMENT AND BUDGET POLICIES	2005-056	300-3	11/16/2005 01/07/2009 06/19/19	1 of 7

PURPOSE

The following City financial policies establish the framework for the City of Aliso Viejo's overall fiscal planning and management. They set forth guidelines against which current budgetary performance can be measured and proposals for future programs can be evaluated. The financial policies also improve the City's fiscal stability by helping City officials plan fiscal strategy with a consistent approach. Adherence to adopted financial policies promotes sound financial management, which can lead to improvement in City bond ratings and lower cost of capital.

POLICY

1. **Operating Management Policies**
   a. All departments will participate in the responsibility of meeting policy goals and ensuring long-term financial health. Future service plans and program initiatives will be developed to reflect current policy directives, projected resources and future service requirements.
   b. All departments will notify the Director of Finance Services of all City transactions involving the receipt, transfer, appropriations and expenditure of funds prior to the commitment of such funds. All staff reports shall be submitted to the Financial Services Department for verification of financial information.
2. **Revenue Policies**
   a. Revenues will not be dedicated for specific purposes, unless required by law or generally accepted accounting practices (GAAP). All non-restricted revenues will be deposited in the General Fund and appropriated by the budget process.
   b. Current revenues will fund current expenditures. The City will endeavor to maintain a diversified and stable revenue base to minimize the effects of economic fluctuations on revenue generation.
   c. Development impact fees, as permitted by state law for capital expenses attributable to new development, will be reviewed to ensure that such fees cover all direct and indirect development-related expenses.
   d. The City will review user fees and charges and attempt to set them at a level that fully supports the total direct and indirect cost of the activity as permitted by law.

City of Aliso Viejo

COUNCIL POLICY

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FINANCIAL MANAGEMENT AND BUDGET POLICIES	2005-056	300-3	11/16/2005 01/07/2009 06/19/19	2 of 7

e. City staff will seek out, apply for and effectively administer federal, state and other grants that address the City's priorities and policy objectives and provide a positive benefit to the City. Before any grant is pursued, staff shall provide a detailed pro-forma that addresses the immediate and long-term costs and benefits to the City.

f. Grant funding will be considered to leverage City funds. Inconsistent and/or fluctuating grants should not be used to fund ongoing programs. In the event of reduced grant funding, programs financed with grant monies will be substituted with City resources only after all program priorities and alternatives are considered during the budget process.

g. The City will follow a policy of collecting revenues that is aggressive and consistent, but sensitive to the circumstances. The City's goal for collections is to have no more than .5 of 1% of the total City revenue being adjusted for bad debts annually.

3. Budget Policies

a. The budget process is intended to weigh all competing requests for City resources, within expected fiscal constraints. Requests for new, ongoing programs made outside the budget process are discouraged.

b. Budget development will use strategic multi-year fiscal planning, conservative revenue forecasts. The process will include a diligent review of programs by staff, management, and City Council.

c. Balanced revenue and expenditure forecasts will be prepared to examine the City's ability to absorb operating costs due to changes in the economy, service demands, and capital improvements. The forecast will be updated biennially, will focus on a three-year horizon, and will include a five-year outlook.

d. All budgetary procedures will conform to state regulations and generally accepted accounting principles.

e. The levels of budgetary authority to amend appropriations are as follows:

- Department Heads can request to move appropriations from one object to another within the budget categories of operating expenditures, other services and supplies with the approval of the Director of Financial Services.
- The Director of Financial Services will have the authority to transfer appropriations between objects, categories, departments and funds.
- The City Manager will have the authority to transfer appropriations between funds.

City of Aliso Viejo

COUNCIL POLICY

SUBJECT	RES. NO.	POLICY NO.	EFF. DATE	PAGE
FINANCIAL MANAGEMENT AND BUDGET POLICIES	2005-056	300-3	11/16/2005 01/07/2009 06/19/19	3 of 7

- City Council's approval will be required to amend revenue or appropriations, which result in a change to the adopted budget.

4. Cash Management Policies

a. Investments and cash management will be the responsibility of the City Treasurer.

b. Cash and Investment programs will be maintained in accordance with the City's adopted investment policy and will ensure that proper controls and safeguards are maintained. City funds will be managed in a prudent and diligent manner with an emphasis on safety of principal, liquidity, and financial return on principal, in that order.

c. The City invests all idle cash as determined by analysis of anticipated cash flow needs. Specific emphasis will be placed on future cash requirements when selecting maturity dates to avoid forced liquidations and the potential corresponding loss of investment earnings.

d. In order to maximize yields from the overall portfolio, the City will consolidate cash balances from all funds for investment purposes, and will allocate investment earnings to each fund in accordance with generally accepted accounting principles.

e. All investments and evaluation of such investments shall be made with regard to the "prudent investor" standard. The standard to be used by investment officials shall be that of a "prudent person" and shall be applied in the context of managing all aspects of the City's investment portfolio. The prudent person standard is as follows: Investments will be made with the care, skill, prudence and diligence under the circumstances then prevailing, which persons of prudence, discretion and intelligence exercise in the professional management of their business affairs, not for speculation, but for investment, considering the probable safety of their capital as well as the probable income to be derived.

f. The investment officer, acting in accordance with written procedures and the investment policy and exercising due diligence, shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported within a timely manner and appropriate action is taken to control adverse developments.

g. The City Treasurer shall maintain a system of internal controls designed to ensure compliance with the Investment Policy and to prevent losses due to fraud, employee error, and misrepresentations by third parties or unanticipated changes in financial markets.

h. The City Treasurer will generate a monthly report to the City Manager and City Council in conformance with all State laws and City investment policy requirements.

City of Aliso Viejo

COUNCIL POLICY

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FINANCIAL MANAGEMENT AND BUDGET POLICIES	2005-056	300-3	11/16/2005 01/07/2009 06/19/19	4 of 7

5. Capital Management Policies

a. A five-year Capital Improvement Plan will be developed and updated annually, including anticipated funding sources. Capital improvement projects are defined as infrastructure or equipment purchases or construction, which results in a capitalized asset costing more than $5,000 and having a useful (depreciable life) of five years or more.

b. The capital improvement plan will include, in addition to current operating maintenance expenditures, adequate funding to support repair and replacement of deteriorating infrastructure and avoidance of a significant unfunded liability.

c. Capital improvement lifecycle costs will be coordinated with the development of the Operating Budget. Future operating, maintenance and replacement costs associated with new capital improvements will be forecast, matched to available revenue sources and included in the Operating Budget. Capital project contract awards will include a fiscal impact statement disclosing the expected operating impact of the project and when such cost is expected to occur.

d. City assets shall be systematically and accurately recorded, properly classified and adequately documented in the Fixed Asset Accounting System. The City shall establish an internal control structure over all assets to provide reasonable assurance of effective and efficient operations, reliable financial reporting and compliance with applicable laws and regulations. Refer to the Fixed Asset Policy and Procedure for guidelines.

6. Debt Management Policies

a. A ratio of current assets to current liabilities of at least 2/1 will be maintained to ensure the City's ability to pay short-term obligations.

b. Debt financing should not exceed the useful life of the infrastructure improvement or project.

c. The City will not use long-term financing for any recurring purpose such as current operating and maintenance expenditures. Short-term debt instruments such as revenue, tax, or bond anticipation notes shall be excluded from this limitation.

d. All bond issue proposals should include an analysis showing how the new issue, combined with any current debt, impacts the City's debt capacity and conformance with City policies.

e. Community Facility District (CFD) Bonds shall be permitted only when there is a general City benefit. Refer to the Local Goals and Policies for the Use of the Mello-Roos Community Facilities Act of 1982. Exhibit A.

City of Aliso Viejo

COUNCIL POLICY

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FINANCIAL MANAGEMENT AND BUDGET POLICIES	2005-056	300-3	11/16/2005 01/07/2009 06/19/19	5 of 7

f. A debt service fund will be maintained to account for restricted revenues and debt payments, as well as any additional debt amounts deemed to be advisable and necessary for any public or municipal purposes.

g. Refer to Policy 300-XX Debt Issuance and Management Policy for compliance with SB 1029.

h. Refer to Policy 300-XX Post Issuance and Continuing Disclosure Policy for compliance with SB 1029.

7. Reserve Policies

a. All fund designations and reserves will be evaluated annually for long-term adequacy and use requirements in conjunction with development of the City's financial forecasts.

b. General Fund Stabilization Reserve of 15 percent of the annual General Fund operating budget will be maintained for unforeseen emergencies or catastrophic impacts to the City.

c. The unappropriated fund balance in the General Fund will be maintained at a level sufficient to provide adequate working capital and to accommodate required adjustments to other reserve accounts, including the reserves for advances to other funds, deposits and prepaid items.

d. General Fund Economic Uncertainty Reserve will be budgeted and appropriated annually to avoid the need for service level reductions in the event an economic downturn that causes revenues to be less than anticipated in the budget.

e. General Fund Self-Insurance Reserves will be maintained at a level, which, together with purchased insurance policies, will adequately indemnify the City's property, liability, and health benefit risk.

f. General Fund Contingency Reserves to be determined annually will be maintained to offset unanticipated revenue shortfalls and/or unexpected expenditure increases. Contingency reserves may also be used for unanticipated and/or inadequately budgeted events threatening the public health or safety. Use of contingency funds should be utilized only after all budget sources have been examined for available funds, and subject to City Council approval.

g. The City will assign funds within its General Fund reserves for cash flow and investment purposes. Interest earnings from these funds will be utilized to assist with debt service payments for the City. Funds utilized to assist with debt service payments on tax exempt obligations shall be unencumbered, i.e., not pledged to make such debt service

City of Aliso Viejo

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payments, if necessary to comply with the provisions of the Internal Revenue Code and regulations in order to maintain the tax-exempt status on such obligations.

A minimum fund balance of 25 percent of estimated Gas Tax revenues for the current year will be set aside as a reserve for street repair emergencies and other unanticipated traffic safety projects.

8. Financial Reporting Policies

a. The City's accounting and financial reporting systems will be maintained in conformance with all state and federal laws, generally accepted accounting principles (GAAP), and standards of the Governmental Accounting Standards Board (GASB) and the Government Finance Officers Association (GFOA).

b. An annual audit will be performed by an independent public accounting firm, with an audit opinion to be included with the City's published Comprehensive Annual Financial Report (CAFR).

c. The City's CAFR will be submitted to the Government Finance Officers Association and California Society of Municipal Finance Officers for the Certification of Achievement for Excellence in Financial Reporting Program. The financial report should be in conformity with GAAP, demonstrate compliance with finance-related legal and contractual provisions, disclose thoroughness and detail sufficiency, and minimize ambiguities and potentials for misleading inference.

d. Financial systems will maintain internal controls to monitor revenues, expenditures, and program performance on an ongoing basis.

e. The City will prepare periodic financial reports, for review by the City Council, to provide information on the status of the City's financial condition.

9. Use of Funds

The City's accounting system is organized and operated on a "fund basis" under which each fund is a distinct self-balancing accounting entity. A fund is "an independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created." Funds are established for the purpose of carrying on specific activities or attaining certain objectives in accordance with special regulations, legal restrictions or limitations. The fund balance is the amount that remains in a fund at the end of the fiscal year after revenues have been received and expenditures have been paid. In the case of restricted special funds, it is not unusual for large one-time capital expenditures to exceed one-year revenues. This is because some of these funds take a number of years to build up a balance adequate to pay for large projects.

City of Aliso Viejo

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10. Asset Improvement and Replacement Reserve

An Asset Improvement and Replacement Reserve will be maintained to fund the rehabilitation or replacement costs of existing City buildings, recreational facilities, furniture and fixtures, and equipment when they reach the end of their useful lives. Rehabilitation and replacement costs shall include design, construction and administration costs related to the projects. The reserve level will be analyzed by staff every two years as part of the Five-Year Strategic Plan update process, for changes in assets, useful lives, estimated replacement costs, and appropriate funding level. This fund is to be maintained at a level sufficient to fund 50% of accumulated depreciation of the assets, based on estimated replacement costs, including design, construction and administration costs.

Demographics

Aliso Viejo was the first planned community in California to provide a balance between its estimated 18,000 on-site jobs and the resident workforce. With a population of 49,945, all residents live within 2.5 miles of Aliso Viejo Town Center, which is located near the geographic center of the City. The Town Center includes over 800,000 square feet of retail shops and specialty stores, restaurants, medical offices, business offices, and entertainment venues. In 2024, Aliso Viejo was ranked the 2nd safest city in California by safety consulting firm, Safewise.

Aliso Viejo housing is comprised of single-family homes, condos, and luxury apartments. The City's commercial base includes a mixture of retail, light industrial, and service entities providing a diverse tax base for the City. According to the United States Census Bureau, Aliso Viejo residents have a median age of 39.2 years and a median household income of $142,439. The median home price is $917,900. As of March 2026, the City is home to an estimated 27,700 employed individuals and has an unemployment rate of 3.5% compared to 3.7% in the County.

Population

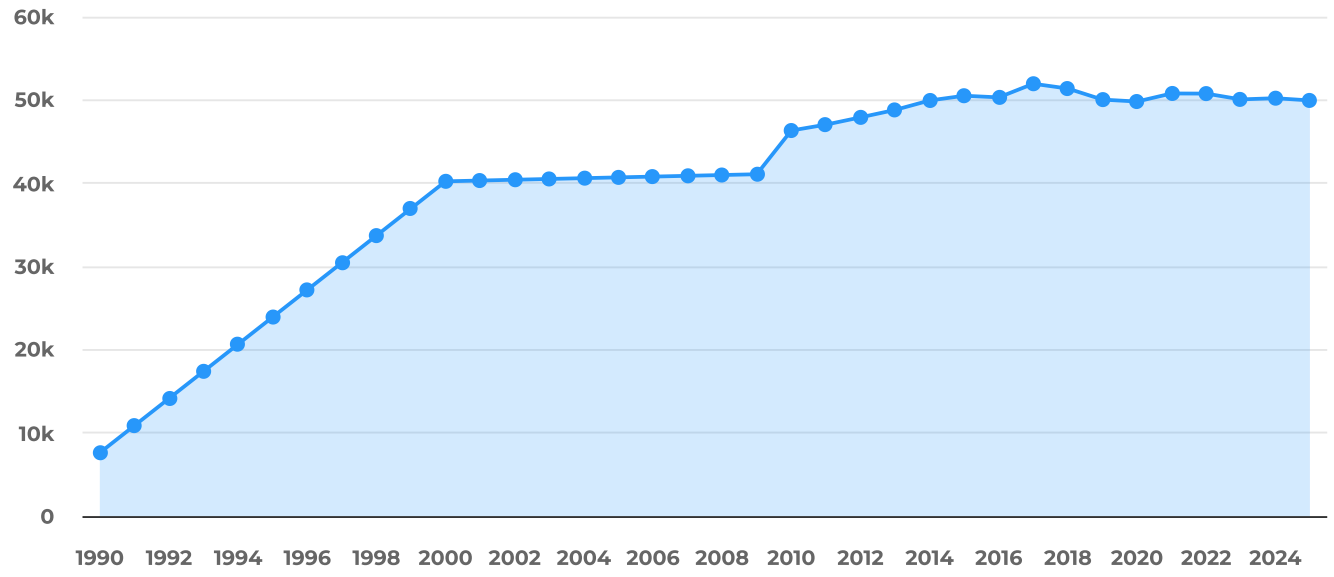
TOTAL POPULATION

49,945

-0.53%
vs. 2024

GROWTH RANK

7 out of **506** Municipalities in California



** Data Source: Client entered data for year 2025*

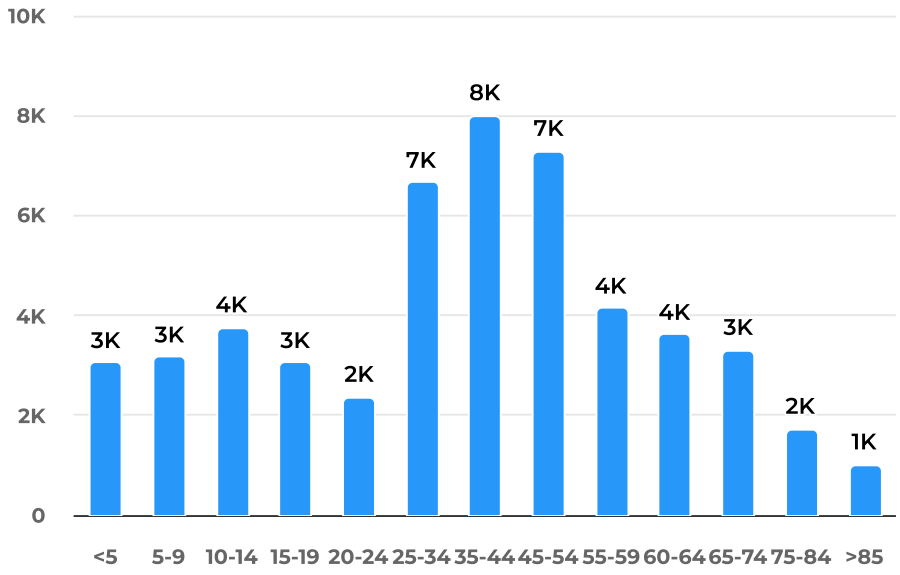
DAYTIME POPULATION

44,443

Daytime population represents the effect of persons coming into or leaving a community for work, entertainment, shopping, etc. during the typical workday. An increased daytime population puts greater demand on host community services which directly impacts operational costs.

** Data Source: American Community Survey 5-year estimates*

POPULATION BY AGE GROUP



Aging affects the needs and lifestyle choices of residents. Municipalities must adjust and plan services accordingly.

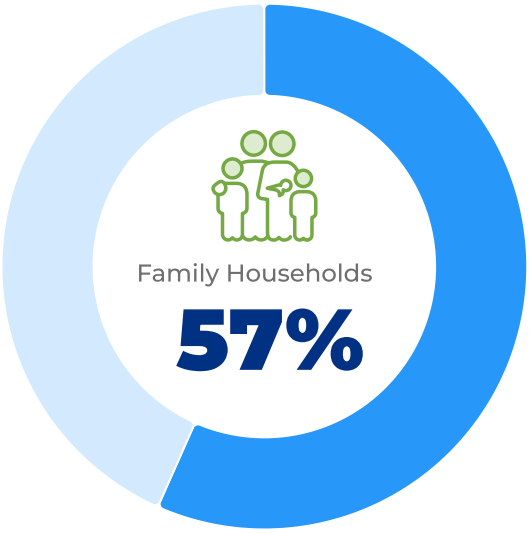
** Data Source: American Community Survey 5-year estimates*

Household

TOTAL HOUSEHOLDS

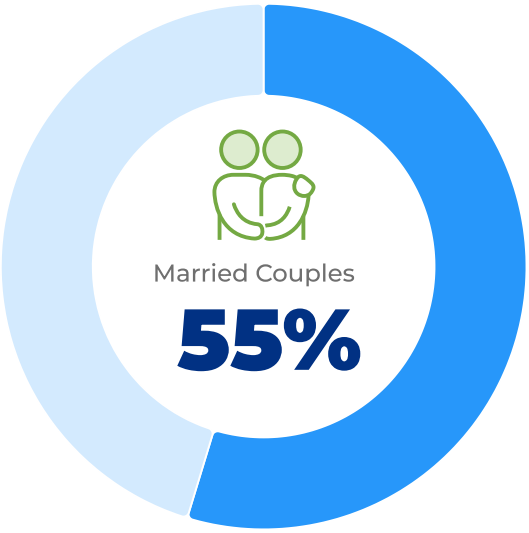
19,633

Municipalities must consider the dynamics of household types to plan for and provide services effectively. Household type also has a general correlation to income levels which affect the municipal tax base.



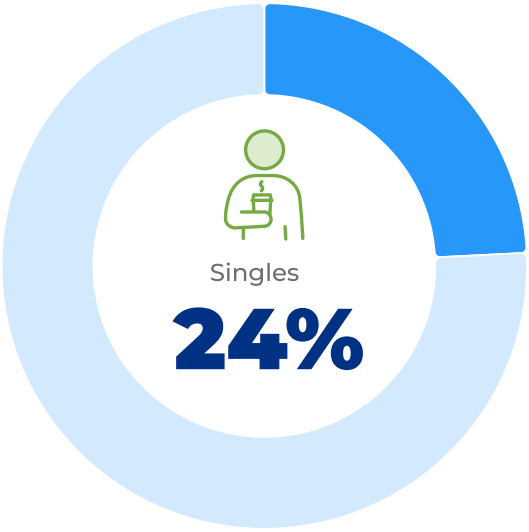
5%

higher than state average



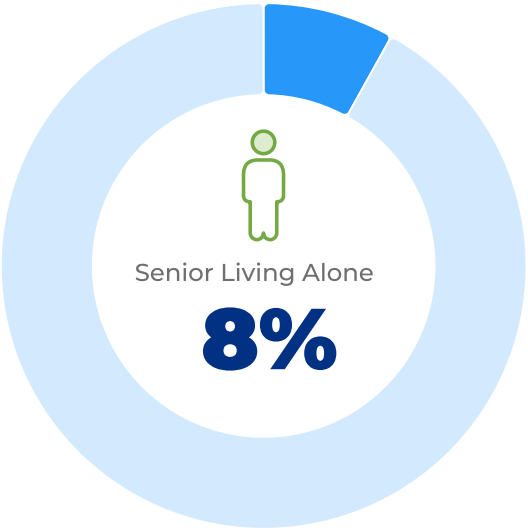
10%

higher than state average



2%

higher than state average



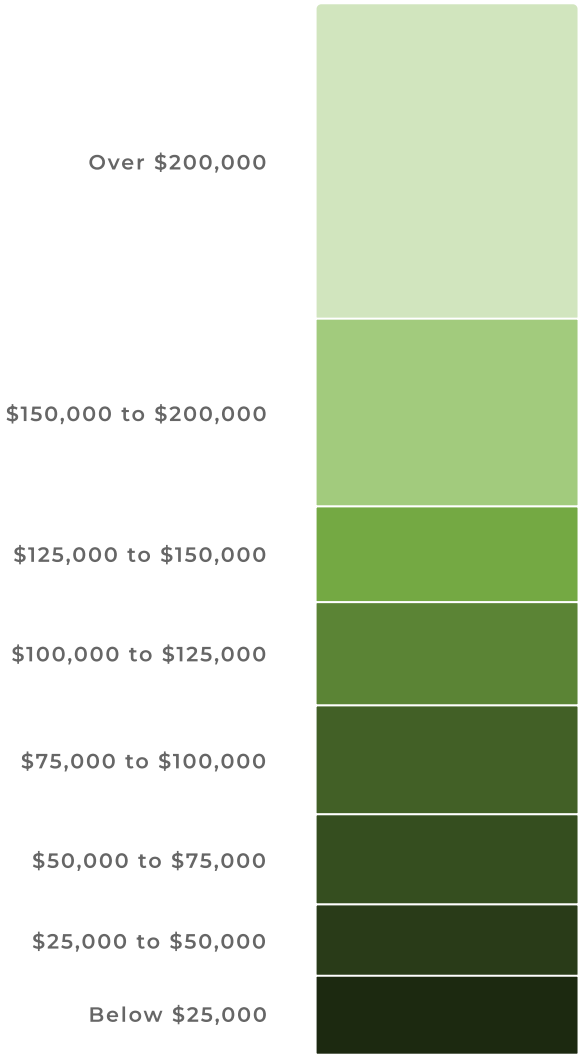
-19%

lower than state average

** Data Source: American Community Survey 5-year estimates*

Economic

Household income is a key data point in evaluating a community's wealth and spending power. Pay levels and earnings typically vary by geographic regions and should be looked at in context of the overall cost of living.



HOUSEHOLD INCOME

Above $200,000

30%

46.64%
higher than state average

Median income

$142,439

43.70%
higher than state average

Below $25,000

7%

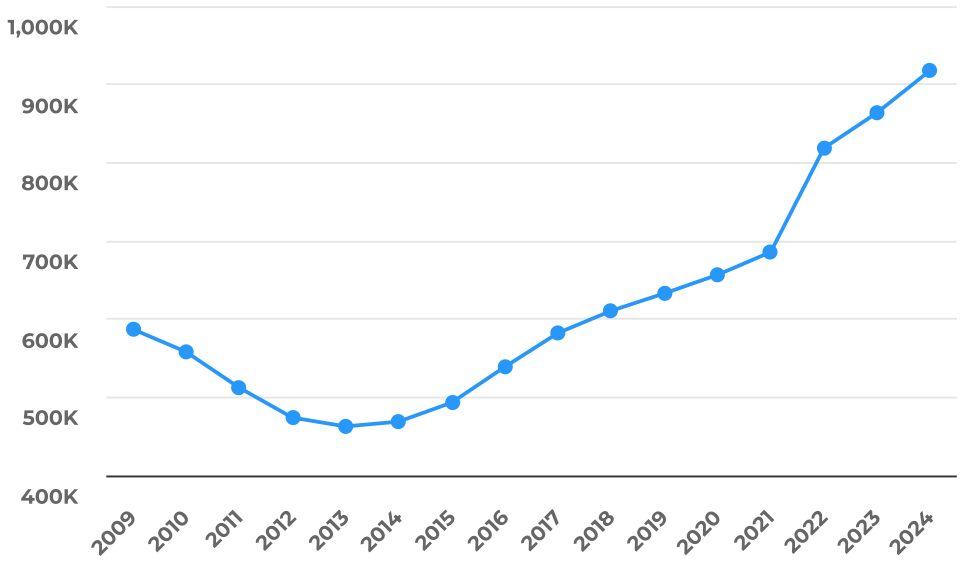
-41.10%
lower than state average

** Data Source: American Community Survey 5-year estimates*

Housing

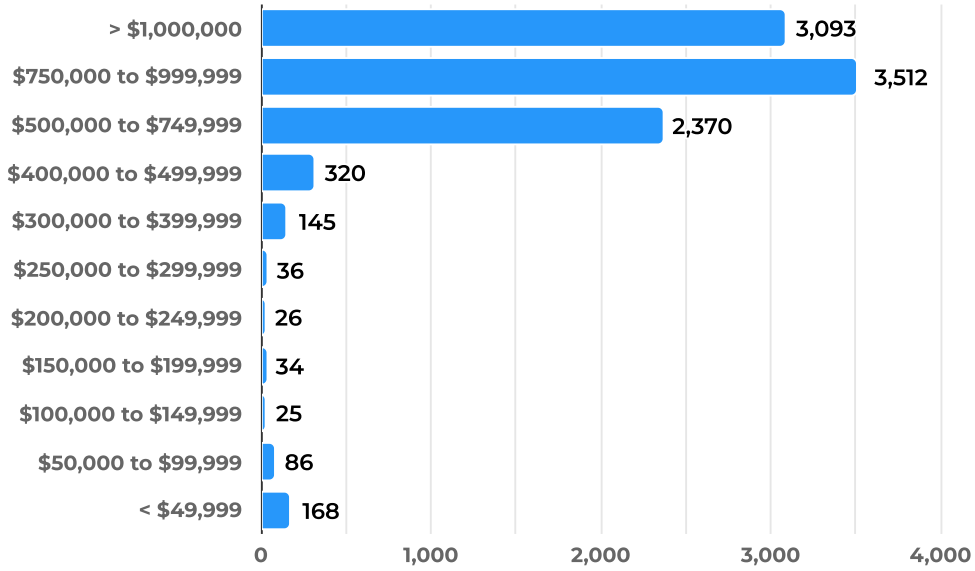
2024 MEDIAN HOME VALUE

$917,900



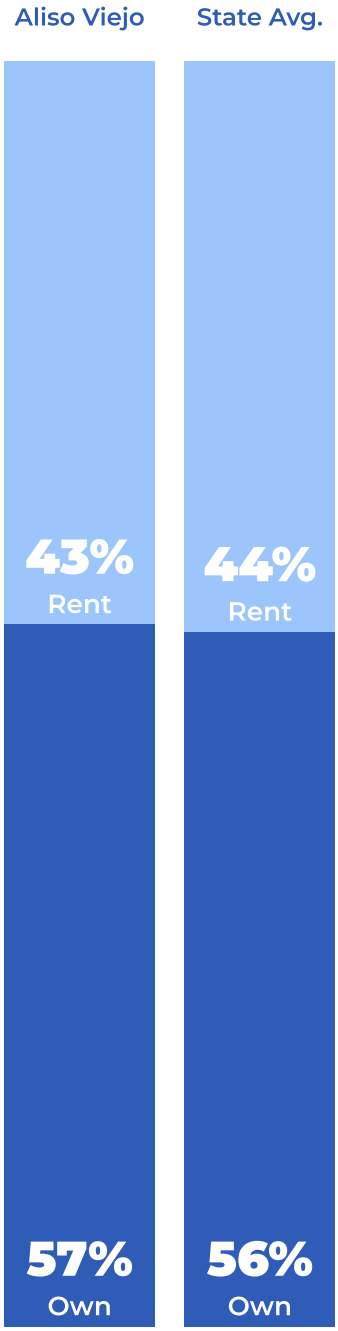
** Data Source: 2024 US Census Bureau, American Community Survey. Home value data includes all types of owner-occupied housing.*

HOME VALUE DISTRIBUTION



** Data Source: 2024 US Census Bureau, American Community Survey. Home value data includes all types of owner-occupied housing.*

HOME OWNERS VS RENTERS



** Data Source: 2024 US Census Bureau, American Community Survey. Home value data includes all types of owner-occupied housing.*

Fund Descriptions and Classifications

MAJOR FUNDS

A “Major Fund” is typically defined, for the purpose of this presentation, as a fund with more than 10% of total budgeted resources or expenditures in the budget year.

GENERAL FUND

The General Fund has been classified as a major fund and is used to account for revenues and expenditures that are not required to be accounted for in another fund.

NON-MAJOR FUNDS

A “Non-Major Fund” is typically defined, for the purpose of this presentation, as a fund with less than 10% of total budgeted resources or expenditures in the budget year.

SPECIAL REVENUE FUNDS

Traffic Congestion Relief

Assembly Bill 2928 established the Traffic Congestion Relief Fund (TCRF) in the State Treasury for allocating funds to cities and counties for street or road maintenance or reconstruction. Cities and counties are required to maintain their existing commitment of general funds for streets or roadwork to remain eligible for the allocation of these funds.

Gas Tax

This fund is used to account for the City’s share of the motor vehicle gas tax imposed under the provisions of the Street and Highway Code of the State of California under Sections 2103, 2105, 2106, 2107, and 2107.5 which are legally restricted for the acquisition, construction, improvements, and maintenance of public streets.

Measure M

Measure M Fund is used to account for the City's share of the sales tax increase authorized by Orange County's Measure M. These monies are legally restricted for the acquisition, construction, and improvement of public streets. Measure M also provides funding for the City's Senior Mobility Program.

Road Maintenance and Rehabilitation Account (RMRA)

Senate Bill 1 (SB1) created the Road Maintenance and Rehabilitation Account (RMRA) to address deferred maintenance on the State Highway System, as well as the local street and road system. These funds are legally restricted for road maintenance, rehabilitation, and critical safety projects on the local streets and roads.

Public Safety Grants

This fund is used to account for law enforcement grants received, such as the Supplemental Law Enforcement Account (SLESA) and Citizens' Option for Public Safety (COPS).

Air Quality Management District (AQMD)

This fund is used to account for the City’s share of vehicle registration fees that the State of California has allocated to address air quality concerns in Southern California. These monies are used for local and/or regional air quality maintenance programs.

Integrated Waste Management

This fund is used to account for the receipt of the California Beverage and Recycling Grant. Integrated Waste Management Funds have been budgeted to promote recycling and waste management within city facilities and at city events.

Other Grants

This fund is used to account for state, local and other grants received.

Technology Grants

This includes funds received by cable franchises for public, educational, and government (PEG) channels. These funds are used for technology upgrades, equipment, community outreach, broadcast of council meetings, and provide City information on the Government Access Channel.

Development Impact Fund

This fund is used to account for revenue received as a result of negotiated developer agreements for affordable housing, traffic mitigation, community enhancement, and open spaces.

Aliso Viejo Center

This fund is used to account for the operations of the Aliso Viejo Center. The Aliso Viejo Center is a City-owned facility that serves as an ideal venue to accommodate an array of functions, such as banquets, wedding celebrations, conferences, and corporate events.

Aquatics Center

This fund is used to account for the operations of the Aliso Viejo Aquatic Center. The Aliso Viejo Aquatic Center is a City-owned facility that provides residents with a resort-style swimming complex that includes a lap pool, whirlpool, tot's wading pool, snack bar, and patio.

CAPITAL IMPROVEMENT FUNDS

Street Improvements

This fund is used to account for the City's street improvement projects.

Capital Improvements

This fund is used to account for the City's Capital Improvements Projects that do not fall in the Street Improvement or Storm Water categories, such as facilities and capital equipment.

Storm Water

This fund is used to account for the City's storm-water related improvement projects.

Certificates of Participation

This fund is used to account for capital expenditures associated with the development and construction of the Aliso Viejo Ranch. The capital costs associated with the Aliso Viejo Ranch project include the construction of buildings, landscaping, parking lot, and hydroponic farm.

Fund / Department Relationships

Departments	Major Funds	Non-Major Funds																
	General	TCRF	Gas Tax	Measure M	RMRA	Public Safety Grants	AQMD	Integrated Waste Mgmt	Other Grants	Tech Grant	Dev. Impact	Federal Grants	Conference Center	Aquatic Center	Street Imp.	Capital Imp.	Storm Water	COP
1101 City Council	X																	
1501 City Manager	X																	
1502 Economic Development	X																	
1503 Human Resources	X																	
1601 Government Services	X																	
2101 City Attorney	X																	
2501 Finance	X																	
3101 Information Technology	X																	
3501 Central Services	X																	
4101 Community Services Administration	X																	
4102 Iglesia Park	X																	
4103 Iglesia Building	X																	
4104 Iglesia Park Community Center	X																	
4105 Recreation Services	X																	
4401 Planning	X																	
4402 Building	X																	
4403 Code Enforcement	X																	
4501 Engineering (General)	X																	
4502 Traffic Engineering	X	X	X															
4503 Street Maintenance	X		X	X														
5101 Law Enforcement - Contract	X																	
5102 Law Enforcement - Other	X					X												
5103 Crime Prevention	X																	
5301 Animal Control	X																	
5401 EOC	X																	
6102 General-AB2928																		
6103 General-Gas Tax			X															
6104 General-Measure M				X														
6115 General-Public Safety						X												
6121 General-AB2766							X											
6125 General-Beverage Container Recycling								X										
6126 General-Used Oil Recycling Grant								X										
6131 General-Other Grants									X									
6141 General-Technology Grant										X								
6145 General-Development Impact											X							
6151 General-Federal Grant												X						
6160 General-Conference Center													X					
6161 General-Aquatic Center														X				
8101 Government Buildings	X																	X
8201 Traffic Safety															X			
8301 Streets & Highways															X			
8601 Drainage Improvements																	X	
8701 Capital Projects	X															X		X
9501 Transfers Out	X	X	X	X	X	X	X	X	X	X	X	X	X	X				

- General Fund
- Special Revenue Funds
- Capital Improvement Funds

Executive Summary

The Fiscal Year (FY) 2026-27 budget includes appropriations for programs and projects necessary to provide essential services to the community. General Fund resources are estimated to total $30.1 million. Staff is proposing a balanced General Fund operating budget totaling approximately $29.6 million and $0.2 million for the Capital Improvement Plan (CIP), for a total appropriation of $29.9 million.

A General Fund surplus of approximately $0.2 million is projected, resulting in an increase to fund balance of 0.5%. The estimated year-end General Fund balance is $45.4 million and represents 153% of the FY 2026-27 operating budget.

In addition to the General Fund, the City uses "Special Revenue Funds" to fund various City expenditures. Special Revenue Funds are typically restricted funds, such as Gas Tax, SB 1, Measure M, Federal Grants, and Other Grants. These funds can only be used for specific purposes. Revenue and appropriations for all Special Revenue Funds for FY 2026-27 are approximately $8.9 million and $10.2 million, respectively.

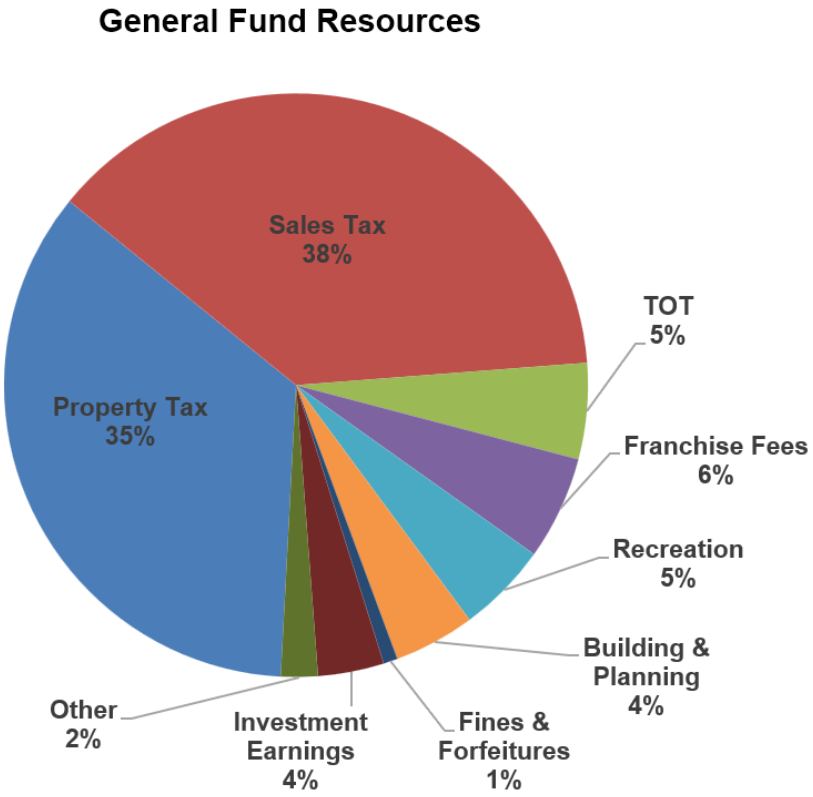
At the end of FY 2026-27 operations, the estimated fund balance for all City funds will be approximately $51.5 million.

General Fund Revenues

Revenue forecasts for FY 2026-27 are estimated to total $30.1 million, essentially flat from the current fiscal year, but approximately 6.2% lower than FY 2024-25, which included one-time sources from unrealized gains in the City's investment portfolio and other financing sources, as well as strong operating results at the Aliso Viejo Center. The FY 2026-27 revenue estimates reflect only modest year-over-year increases in sales tax, property tax, and franchise fees. The increases are expected to offset decreases in recreation and the Aliso Viejo Center. Table 1 below provides a summary of General Fund resources compared to the current year's budget and FY 2024-25 actuals.

Table 1: General Fund Resources

General Fund Resources	FY 2024-25 Actuals	FY 2025-26 Amended Budget	FY 2026-27 Proposed Budget	YOY Change
Property Tax	$ 10,287,203	$ 10,319,100	$ 10,534,000	2.1%
Sales Tax	11,154,921	11,220,000	11,400,000	1.6%
TOT	1,699,738	1,600,000	1,600,000	0.0%
Franchise Fees	1,738,860	1,636,000	1,727,000	5.6%
Recreation	1,525,242	1,560,000	1,514,000	-2.9%
Building & Planning	1,353,812	1,335,000	1,350,000	1.1%
Fines & Forfeitures	293,289	255,000	235,000	-7.8%
Investment Earnings	2,138,091	1,100,000	1,100,000	0.0%
Other/Transfers-In	1,870,143	845,000	612,225	-27.5%
Total Resources	**$ 32,061,299**	**$ 29,870,100**	**$ 30,072,225**	0.7%



The City receives 84% of its General Fund revenue from taxes. This includes property tax, sales tax, transient occupancy tax (TOT), and franchise fees. Property tax is estimated at $10.5 million and is projected to increase approximately 2%, primarily from inflationary adjustments allowable under Proposition 13. Sales tax is conservatively estimated at $11.4 million, an increase of $0.2 million or 1.6% from the current year as economic uncertainty remains high due to inflation, overseas conflicts, interest rates, and other economic policies. TOT remains consistent year after year at approximately $1.6 million. The City has two hotels and any significant growth is not anticipated. Franchise fees from the City's utilities and waste hauler are expected to increase slightly, however, these increases are offset by decreases in cable fees as consumers move toward streaming services and away from traditional cable television.

Other revenue sources include recreation fees, building and planning, traffic and parking fines, investments earnings, and net income from the Aliso Viejo Center. Recreation fees total approximately $1.5 million and include facility rentals at the Ranch, classes, and camps. The current year saw a decline in larger events hosted by non-residents, such as weddings, and FY 2026-27 estimates continue that trend with a decline in demand for large events. Building and planning fees are estimated to remain flat from the current year at $1.4 million and do not include any anticipated large development projects as the timing remains uncertain. Investment income is also conservatively estimated at $1.1 million as interest rate cuts in FY 2026-27 remain a possibility. Transfers and other revenue primarily include a transfer from the Aliso Viejo Center, which is projecting a decrease of approximately $0.1 million in net income to $0.3 million.

General Fund Appropriations

The General Fund operating budget totals $29.6 million and includes $0.3 million in transfers to the Aliso Viejo Aquatic Center Fund to bridge the operating gap at that facility. The operating budget includes salaries and benefits for 29 full-time positions, five elected officials, and part-time positions primarily in Recreation and Community Services. Salary and benefit expenses include merit-based increases and cost-of-living adjustments (COLA) in accordance with the Classification and Compensation Plan approved by Council in 2018, which is based on the Annual Consumer Price

Index, Urban Wage Earners and Clerical Workers, Los Angeles-Long Beach-Anaheim (CPI-W) of 3.2%. The estimated cost of the COLA is $0.1 million.

In addition, appropriations include CalPERS pension costs of $0.5 million and $0.2 million in unfunded pension liability. As of the most recent CalPERS actuarial valuation, the City's accrued liability's funded ratio is above the required funding level of 80%, as established by Council policy in 2017.

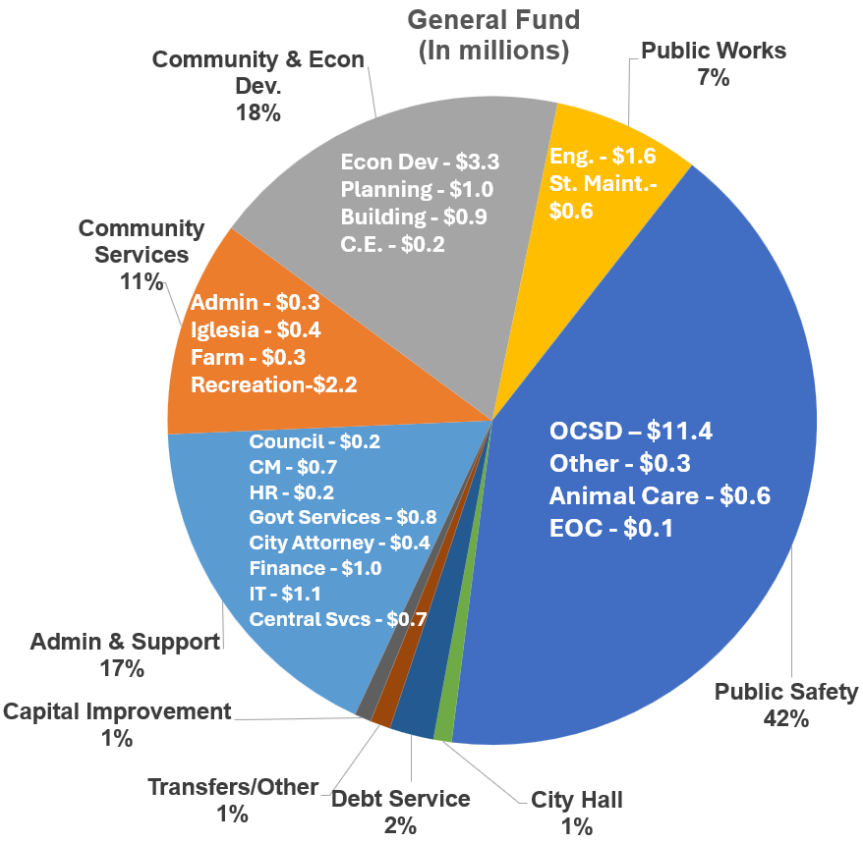
The FY 2026-27 budget provides the necessary funding to continue essential services throughout the community. The operating budget reflects an increase of approximately 5.0%, or $1.5 million compared to the FY 2025-26 amended budget. The year-over-year increase is primarily a result of the following:

- Public Safety – FY 2026-27 appropriations for law enforcement services with the Orange County Sheriff's Department (OCSD) is $0.7 million higher than the current fiscal year, which includes funding for one motor officer and one Emergency Operations Coordinator position held vacant in FY 2025-26.
- Public Works – Increases of $0.2 million include additional street maintenance funding as required by the recently updated maintenance of effort (MOE) and the City's share of the County's stormwater program.
- Administration & Support – The increase of approximately $0.4 million for Administration and Support is primarily a result of increases to salaries and benefits, recently filled positions, $57,000 for the November 2026 election, and an increase of approximately $80,000 for the City's insurance premiums.

Table 2 summarizes the General Fund appropriations.

Table 2: General Fund Appropriations

General Fund Expenditures	FY 24-25 Actuals	FY 25-26 Amended Budget	FY 26-27 Proposed Budget	YOY Change
Admin & Support	$ 4,235,385	$ 4,819,209	$ 5,195,887	8%
Community Services	2,744,808	3,021,207	3,226,059	7%
Community & Econ Dev.	4,785,189	5,373,898	5,403,575	1%
Public Works	1,668,271	2,022,627	2,184,835	8%
Public Safety	10,462,135	11,669,417	12,372,230	6%
City Hall	195,732	283,305	271,315	-4%
Debt Service	655,369	657,450	656,450	0%
Transfers/Other	529,411	284,450	300,750	6%
Total Operating	**$ 25,276,300**	**$ 28,131,563**	**$ 29,611,101**	**5%**
Capital Improvement	224,521	1,001,000	247,500	-75%
Total	**$ 25,500,821**	**$ 29,132,563**	**$ 29,858,601**	**2%**



Capital Improvement Plan (CIP)

Other General Fund obligations include funding for capital improvement projects totaling $0.2 million for FY 2026-27. General Fund improvements include the following projects:

- Vista Park - Replacement of lighting, trellis, and playground resurfacing - $47,500
- Aquatic Center – Replacement of the recreation pool plaster and lighting management system - $120,000
- Aliso Viejo Center – Replacement of lighting management system - $60,000
- Dairy Fork/Wood Canyon Wetlands - $20,000

The CIP with funding from special revenues total $4.1 million and include the following projects:

- Accessible pedestrian signals (CDBG) - $237,203
- Street Improvement Slurry Seal Projects (Measure M) - $1,910,000
- Columbia Loop Street Rehabilitation (SB1) - $1,105,000
- Construction of Pump Track (Park Fees) - $824,802

Special Revenue Funds

Special Revenue Funds are expended in compliance with their funding stipulations; however, it is common to accumulate Special Revenue Funds for multiple years to fund larger City projects.

Road funds consist of Traffic Congestion Relief, Gas Taxes, Measure M and SB1-Road Maintenance Rehabilitation Account (RMRA) funds. These funds are restricted and may only be utilized for the maintenance and improvement of street and traffic projects.

Gas Tax resources and expenditures are estimated at $1.6 million and $1.4 million, respectively. Gas Tax funds are appropriated for street maintenance, street lighting, signal maintenance, and street sweeping.

Measure M revenues and expenditures are projected at $1.1 million and $2.0 million, respectively. Measure M funds are used for street capital projects and the Senior Mobility Program (SMP). Measure M projects include the FY 2026-27 slurry seal project as well as the FY 2025-26 slurry seal, which was delayed in the current year, totaling $1.9 million. The SMP, which provides transportation services for our City's seniors, is estimated at $57,885.

SB1-RMRA revenue totals $1.5 million and $1.1 million is included in the CIP for the Columbia Loop street rehabilitation project.

Public safety grants include the Supplemental Law Enforcement Service Funds (SLESF) for frontline local public safety programs and equipment and expected to total approximately $0.2 million in revenue and expenses. These funds are used to offset contractual costs with the OCSD for various police equipment, including the replacement of a police motorcycle in FY 2026-27.

Air Quality Management District (AQMD) revenue is approximately $0.1 million with no budgeted projects or expenditures anticipated in FY 2026-27.

Integrated Waste Management funds are used to facilitate recycling and other waste reduction initiatives. Remaining grant funds of $0.1 million are expected to be spent in FY 2026-27 to implement SB1383 compliance regarding organic waste recycling.

Other Grants for FY 2026-27 total $0.1 million and include the Permanent Local Housing Allocation grant, which provides funding to maintain the City's three affordable housing units, costs associated with the Orange County Sheriff's Behavior Health Bureau, and supportive and case management services.

The Technology Grant is provided from public, educational, and government access (PEG) fees received through cable franchises and is estimated at $0.1 million. Expenses include funds for public programming, such as Council meetings and SportsZone.

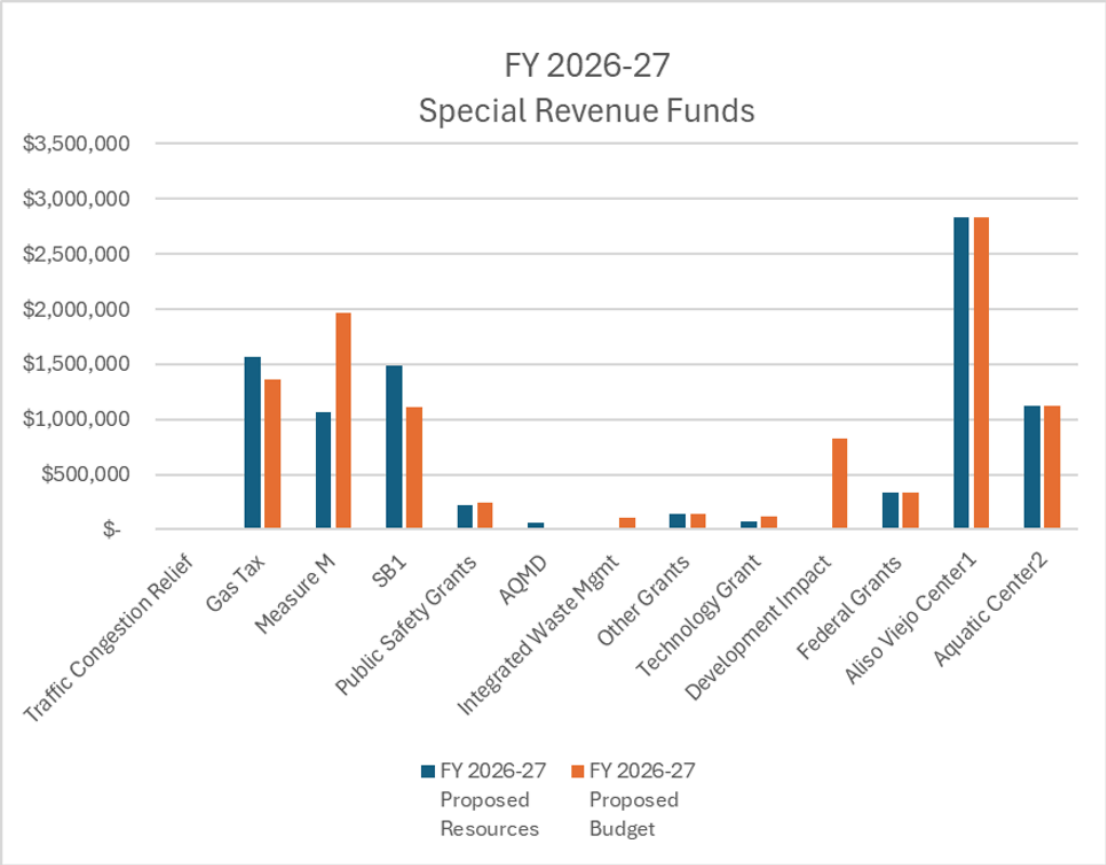
The Federal Grants budget totals $0.3 million and provides funding for the Community Development Block Grant (CDBG). Expenditures include the installation of accessible pedestrian signals, public service activities, fair housing services, and grant administration.

FY 2026-27 also includes $0.8 million in development impact park-in-lieu fees for the construction of a pump track. These fees are expected to be collected in the current fiscal year and are included in the FY 2026-27 as directed by Council on March 18, 2026.

Management services for the Aliso Viejo Center and the Aquatic Center are provided by two management companies. Aliso Viejo Center revenues total approximately $2.8 million and expenses total $2.5 million, resulting in a net transfer of $0.3 million to the General Fund. The Aquatic Center revenues are estimated at $0.8 million, with expenditures totaling $1.1 million. The City's General Fund will subsidize the operating deficit with a transfer to the Aquatic Fund in the amount of $0.3 million. Table 3 summarizes the resources and expenditure budget for the City's special revenue funds.

Table 3: Special Revenue Funds

Fund	Est. Beginning Balance	FY 2026-27 Proposed Resources	FY 2026-27 Proposed Budget	Est. Year-End Balance
Traffic Congestion Relief	$ 81,330	$ 3,800	$ -	$ 85,130
Gas Tax	1,343,765	1,570,500	1,358,270	1,555,995
Measure M	1,724,922	1,070,500	1,967,885	827,537
SB1	781,210	1,486,500	1,105,000	1,162,710
Public Safety Grants	396,602	218,000	242,255	372,347
AQMD	289,700	63,500	-	353,200
Integrated Waste Mgmt	6,802	14,000	108,000	(87,198)
Other Grants	46,438	140,946	137,946	49,438
Technology Grant	368,590	72,500	121,545	319,545
Development Impact	2,416,429	-	824,802	1,591,627
Federal Grants	(87,027)	337,619	337,619	(87,027)
Aliso Viejo Center[1]	-	2,828,330	2,828,330	-
Aquatic Center[2]	-	1,123,750	1,123,750	-
Total	**7,368,762**	**$ 8,929,945**	**$ 10,155,402**	**$ 6,143,305**



Strategic Goals and Priorities

Over the past few years, the City has undergone significant staffing changes, including directors, the appointment of a new City Manager, and newly elected Council Members. As a result of the changes, Staff considered it prudent to obtain the services of Baker Tilly Advisory Group, LP, to facilitate the development of a short-term strategic plan for the City. A strategic plan is a vital tool for cities to ensure that the City Council's goals and priorities are effectively communicated to employees and the community. This will also include the development of an action plan to align City resources towards achieving Council's goals.

Over the course of approximately six weeks, Baker Tilly gathered general background information regarding the City's organizational structure, services, financial outlook, recent accomplishments, and challenges. Baker Tilly conducted one-on-one interviews with each Council Member to identify their individual goals and priorities for the City, as well as to ascertain commonalities among Council as a group. Meetings were also held with the City's executive staff to aid in the development of potential strategies that can be used to accomplish the goals the Council communicated. The interviews and meetings culminated in a public Council workshop that was held on February 26, 2025, that centered on team building, effective governance, and discussion regarding Baker Tilly's findings. The workshop was designed to formalize Council's goals and to prioritize strategies to be implemented by Staff within the next one to two years.

At the workshop, Baker Tilly presented three proposed goals for Council consideration. Consensus was reached by the City Council on the following three goals and formally adopted by the Council on May 21, 2025.

1. Financial Stability – Continue to ensure the City's financial stability through careful planning and evaluation of revenue and investment opportunities.
2. Infrastructure Investment – Maintain, replace, and fund the City's capital assets through infrastructure investment.
3. Aliso Viejo Ranch – Develop a plan to establish the Ranch as a prized community asset.

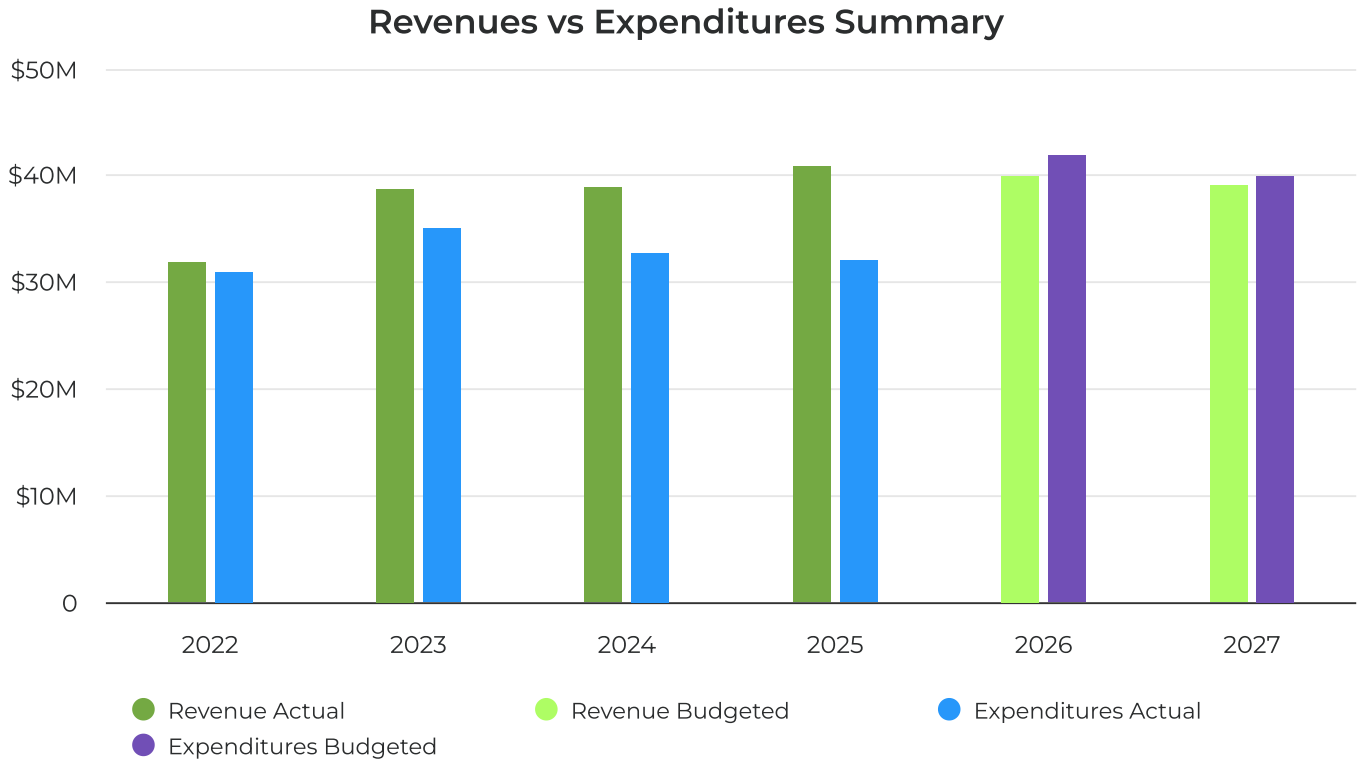
To accomplish these goals, the City Council also established the following priorities:

1. Identify and pursue alternative funding opportunities to support key City projects, the Capital Improvement Program, and goals.
2. Monitor and routinely review contracts and agreements to ensure the appropriate delivery of services, alignment with procurement policies and procedures, and to identify potential cost savings.
3. Prepare a master schedule to plan and budget future maintenance needs based on the recently completed asset evaluation.
4. Review expenditures and seek opportunities for cost savings at the Aliso Viejo Ranch.
5. Identify services and programs at the Ranch that will increase community participation.
6. Create a projection to increase cost recovery for the Ranch.

Fund Balance

	Fund	2021-22 Actual	2022-23 Actual	2023-24 Actual	2024-25 Actual	2025-26 Adjusted	2026-27 Proposed
101	General Fund	30,580,168	34,426,099	37,881,758	44,442,236	45,179,773	45,393,397
202	TCRF	76,109	60,982	76,068	79,430	81,330	85,130
203	Gas Tax	732,739	643,272	959,679	1,349,535	1,343,765	1,555,995
204	Measure M	1,314,963	890,039	1,903,028	2,234,906	1,724,922	827,537
205	RMRA	825,561	651,356	1,155,282	2,574,710	781,210	1,162,710
215	Public Safety Grants	129,018	171,447	288,518	374,279	396,602	372,347
221	AQMD Air Quality	1,041,367	1,145,742	1,480,498	1,614,618	289,700	353,200
225	Integrated Waste Manageme	83,592	88,400	70,924	74,802	6,802	(87,198)
231	Other Grants	(314,029)	(178,246)	44,085	46,438	46,438	49,438
241	Technology Grant	226,756	290,080	397,435	422,990	368,590	319,545
245	Development Impact	1,410,622	1,377,777	1,377,777	1,377,777	2,416,429	1,591,627
251	Federal Grant	(85,717)	(33,600)	(14,062)	(87,027)	(87,027)	(87,027)
260	Aliso Viejo Center	-	60,238	-	-	-	-
261	Aquatic Center	-	-	-	-	-	-
311	Street Improvements	-	-	-	-	-	-
331	Capital Improvements	-	-	-	-	-	-
332	Storm Water Improvements	-	-	-	-	-	-
340	COP	-	-	-	-	-	-
411	Debt Service	(3,268)	177	546	298	-	-
	Total City Fund Balance	36,017,881	39,593,763	45,621,538	54,504,993	52,548,534	51,536,701

Consolidated Summary of Resources & Appropriations



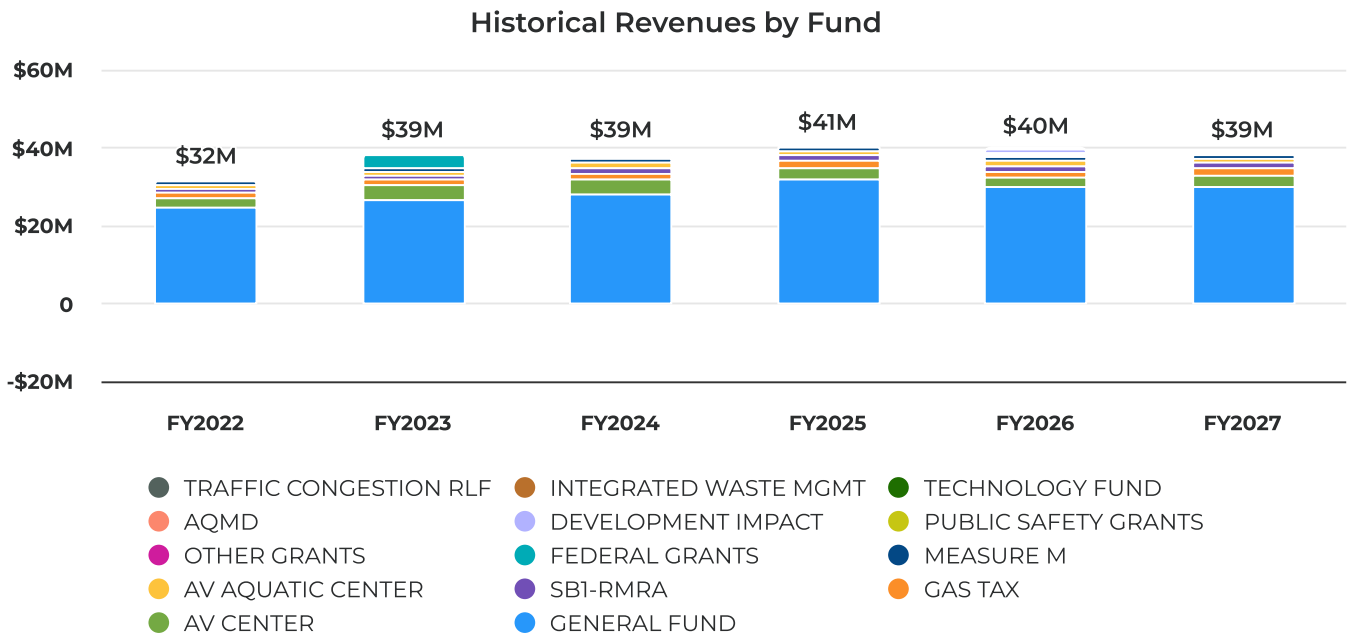
Comprehensive Fund Summary

Comprehensive Fund Summary

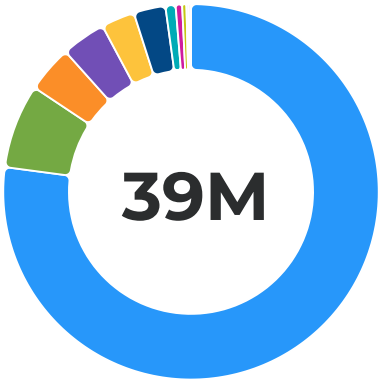
Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Beginning Fund Balance	**$35,154,702**	**$36,021,150**	**$39,593,584**	**$45,620,992**	**$54,504,694**	**$52,548,534**
Revenues						
TAXES	$18,528,197	$19,158,967	$21,716,832	$24,954,906	$24,841,400	$25,316,500
LICENSE & PERMIT FEES	$714,168	$876,077	$785,622	$1,227,831	$1,242,900	$1,281,100
FINES & FORFEITURES	$173,133	$227,896	$296,431	$293,288	$255,000	$235,000
USE OF MONEY & PROPERTY	$867,838	$2,013,960	$3,302,965	$3,850,254	$2,712,025	$2,627,814
INTERGOVERNMENTAL REVENUE	$3,727,525	$7,097,023	$5,062,319	$4,730,239	$5,144,365	$4,806,065
CURRENT SERVICE CHARGES	$331,424	$506,699	$455,008	$125,981	$92,100	$68,900
OTHER REVENUES	$3,799,248	$4,747,470	$5,506,682	$4,702,648	$4,863,152	$4,006,830
TRANSFERS IN	$3,753,568	$4,020,599	$1,714,471	$1,037,742	$742,428	$659,961
Total Revenues	**$31,895,101**	**$38,648,692**	**$38,840,329**	**$40,922,890**	**$39,893,370**	**$39,002,170**
Expenditures						
PERSONNEL - WAGES & SALARIES	$3,196,077	$3,451,752	$4,044,900	$3,679,814	$4,108,085	$4,419,550
PERSONNEL - BENEFITS	$1,333,432	$1,441,620	$1,561,009	$1,576,826	$1,731,263	$1,847,868
PROFESSIONAL & TECH. SERVICES	$10,255,578	$11,104,407	$11,104,568	$11,036,226	$13,027,022	$13,381,608
OPERATING EXPENDITURES	$1,226,782	$1,332,958	$1,601,615	$1,683,153	$1,906,003	$1,943,201
OTHER SERVICES	$1,305,691	$1,685,934	$1,626,371	$1,431,492	$1,719,515	$1,939,959
SUPPLIES	$97,391	$113,344	$87,883	$79,394	$151,732	$159,331
CONTRACT SERVICES	$3,542,018	$3,826,886	$5,134,544	$5,946,387	$6,787,409	$6,819,345

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
CAPITAL OUTLAY	$167,084	$176,133	$120,798	$134,409	$236,677	$242,255
TRANSFERS OUT	$6,504,847	$8,034,194	$3,909,076	$3,046,538	$9,011,274	$4,816,114
CAPITAL IMPROVEMENT	$22,134	$253,526	$201,168	-	-	$824,802
FACILITIES EXPENDITURES	$3,377,622	$3,655,666	$3,420,981	$3,438,858	$3,275,550	$3,619,970
Total Expenditures	**$31,028,653**	**$35,076,421**	**$32,812,912**	**$32,053,096**	**$41,954,530**	**$40,014,003**
Total Revenues Less Expenditures	**$866,448**	**$3,572,271**	**$6,027,417**	**$8,869,794**	**-$2,061,160**	**-$1,011,833**
Ending Fund Balance	**$36,021,150**	**$39,593,421**	**$45,621,001**	**$54,490,786**	**$52,443,534**	**$51,536,701**

Revenues by Fund



FY27 Revenues by Fund

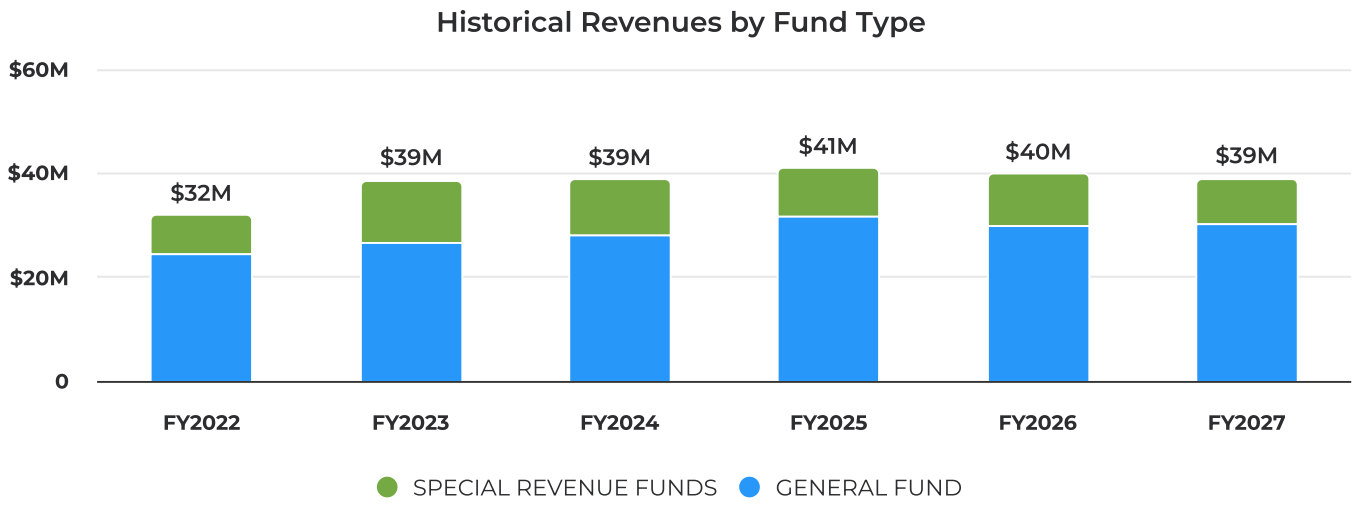


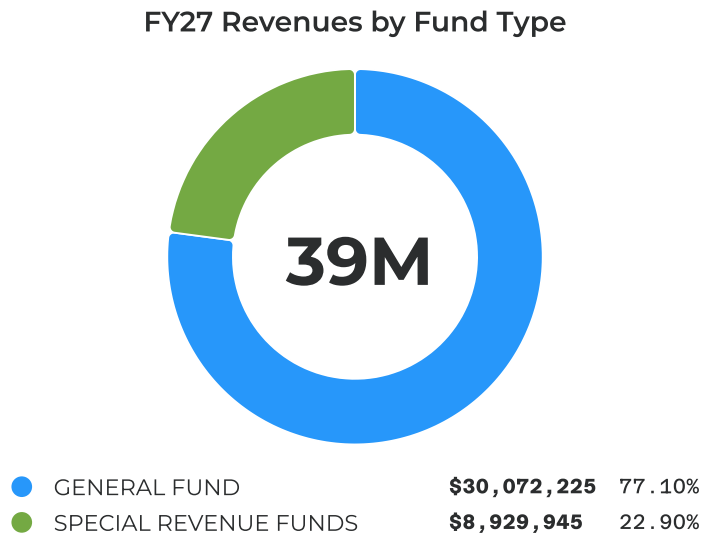
GENERAL FUND	**$30,072,225**	77.10%
AV CENTER	**$2,828,330**	7.25%
GAS TAX	**$1,570,500**	4.03%
SB1-RMRA	**$1,486,500**	3.81%
AV AQUATIC CENTER	**$1,123,750**	2.88%
MEASURE M	**$1,070,500**	2.74%
FEDERAL GRANTS	**$337,619**	0.87%
PUBLIC SAFETY GRANTS	**$218,000**	0.56%
OTHER GRANTS	**$140,946**	0.36%
TECHNOLOGY FUND	**$72,500**	0.19%
AQMD	**$63,500**	0.16%
INTEGRATED WASTE MGMT	**$14,000**	0.04%
TRAFFIC CONGESTION RLF	**$3,800**	0.01%

Revenues by Fund

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
GENERAL FUND	$24,542,009	$26,735,460	$28,051,009	$31,686,021	$29,870,100	$30,072,225
TRAFFIC CONGESTION RLF	-$3,031	$1,440	$15,086	$3,362	$1,900	$3,800
GAS TAX	$1,155,002	$1,323,713	$1,627,658	$1,515,830	$1,459,500	$1,570,500
MEASURE M	$862,377	$990,325	$1,220,146	$1,089,672	$1,056,000	$1,070,500
SB1-RMRA	$986,373	$1,148,894	$1,491,155	$1,504,342	$1,386,500	$1,486,500
PUBLIC SAFETY GRANTS	$183,951	$166,354	$237,869	$211,170	$209,000	$218,000
AQMD	$9,294	$104,375	$334,756	$134,120	$88,000	$63,500
INTEGRATED WASTE MGMT	$81,024	$13,088	$33,435	$66,225	$17,000	$14,000
OTHER GRANTS	$72,873	$174,575	$350,676	$297,672	$365,620	$140,946
TECHNOLOGY FUND	$100,812	$93,540	$152,117	$91,408	$75,800	$72,500
DEVELOPMENT IMPACT	-	$6,250	-	-	$1,038,652	-
FEDERAL GRANTS	$67,054	$3,252,962	$566,599	$126,549	$630,848	$337,619
AV CENTER	$2,686,733	$3,549,365	$3,661,312	$3,193,144	$2,630,000	$2,828,330
AV AQUATIC CENTER	$1,150,632	$1,088,352	$1,098,511	$1,003,374	$1,064,450	$1,123,750
Total Revenues	**$31,895,101**	**$38,648,692**	**$38,840,329**	**$40,922,890**	**$39,893,370**	**$39,002,170**

Revenues by Fund Type

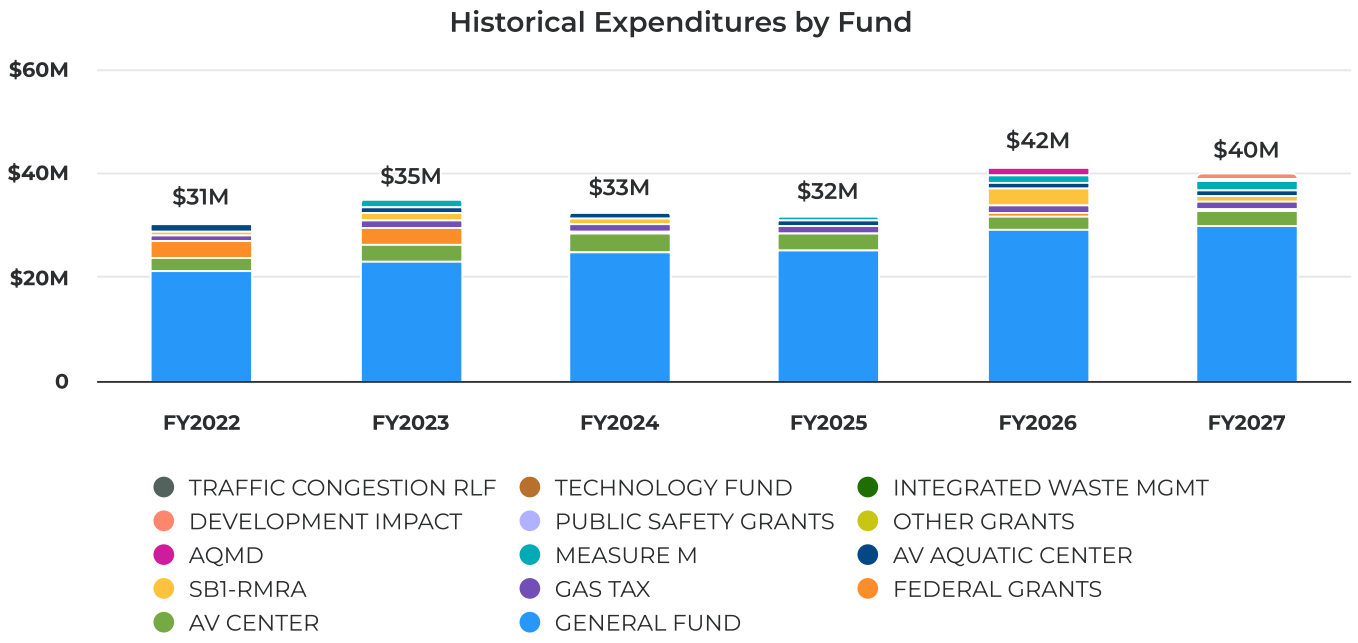


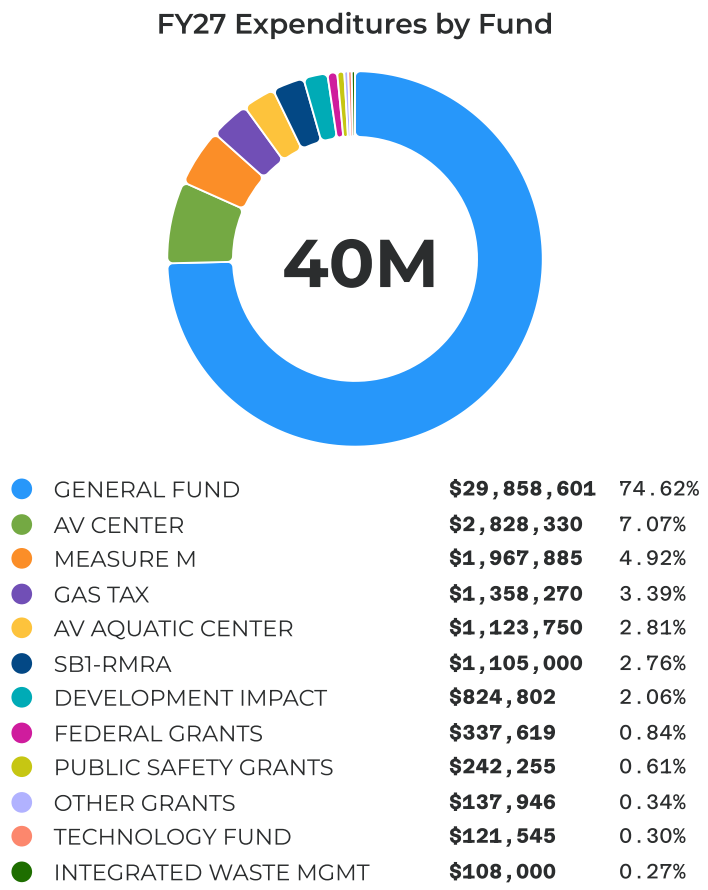


Revenues by Fund Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
GENERAL FUND	$24,542,009	$26,735,460	$28,051,009	$31,686,021	$29,870,100	$30,072,225
SPECIAL REVENUE FUNDS	$7,353,092	$11,913,232	$10,789,320	$9,236,870	$10,023,270	$8,929,945
Total Revenues	**$31,895,101**	**$38,648,692**	**$38,840,329**	**$40,922,890**	**$39,893,370**	**$39,002,170**

Expenditures by Fund



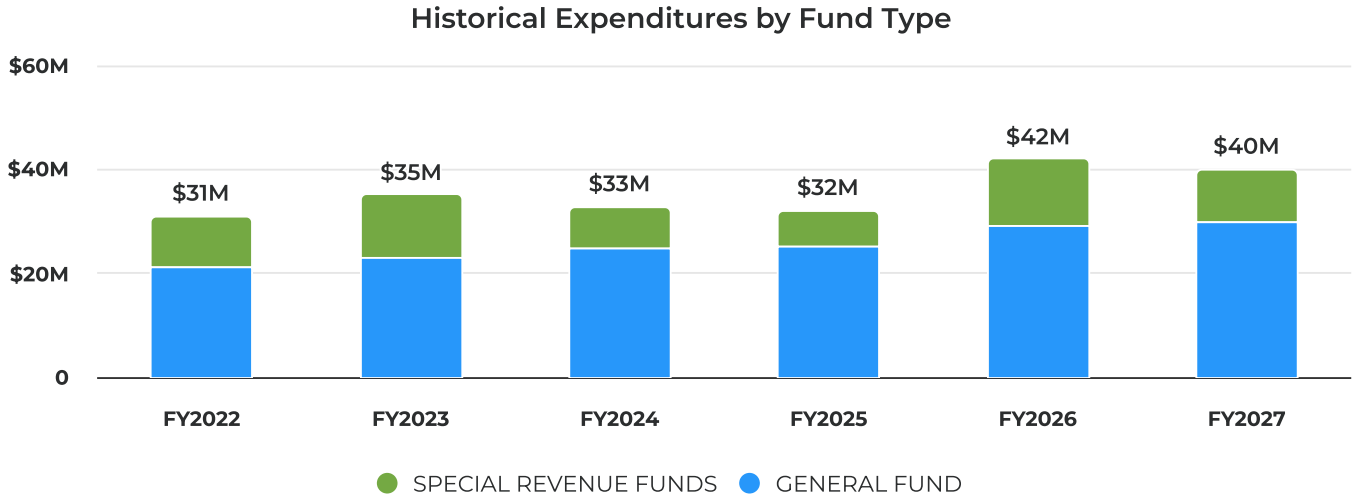


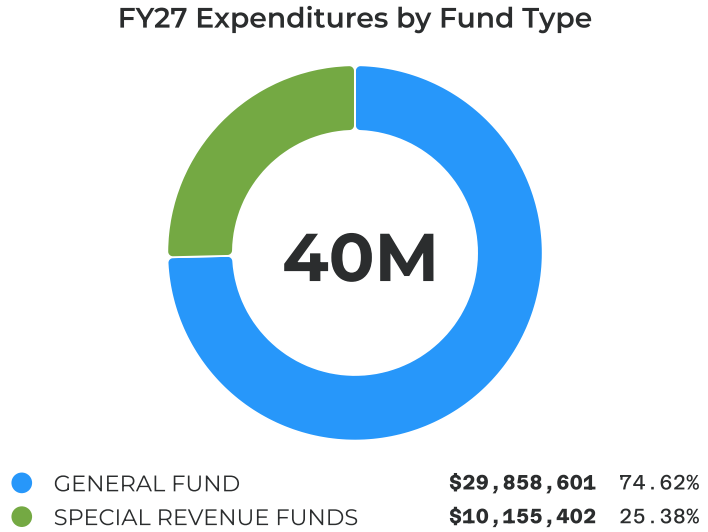
Expenditures by Fund

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
GENERAL FUND	$21,093,297	$22,889,693	$24,595,341	$25,139,451	$29,132,563	$29,858,601
TRAFFIC CONGESTION RLF	$11,769	$16,567	-	-	-	-

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
GAS TAX	$1,162,911	$1,413,179	$1,311,251	$1,125,975	$1,465,270	$1,358,270
MEASURE M	$398,961	$1,415,248	$207,157	$757,795	$1,565,984	$1,967,885
SB1-RMRA	$944,154	$1,323,100	$987,228	$84,914	$3,180,000	$1,105,000
PUBLIC SAFETY GRANTS	$164,879	$123,925	$120,798	$125,409	$186,677	$242,255
AQMD	-	-	-	-	$1,422,918	-
INTEGRATED WASTE MGMT	$15,184	$8,281	$50,910	$62,347	$180,000	$108,000
OTHER GRANTS	$348,569	$38,792	$128,345	$295,320	$365,620	$137,946
TECHNOLOGY FUND	$24,832	$30,216	$44,762	$65,853	$130,200	$121,545
DEVELOPMENT IMPACT	-	$39,095	-	-	-	$824,802
FEDERAL GRANTS	$3,007,233	$3,200,845	$547,060	$199,515	$630,848	$337,619
AV CENTER	$2,686,733	$3,489,127	$3,721,550	$3,193,144	$2,630,000	$2,828,330
AV AQUATIC CENTER	$1,170,132	$1,088,352	$1,098,511	$1,003,374	$1,064,450	$1,123,750
Total Expenditures	**$31,028,653**	**$35,076,421**	**$32,812,912**	**$32,053,096**	**$41,954,530**	**$40,014,003**

Expenditures by Fund Type

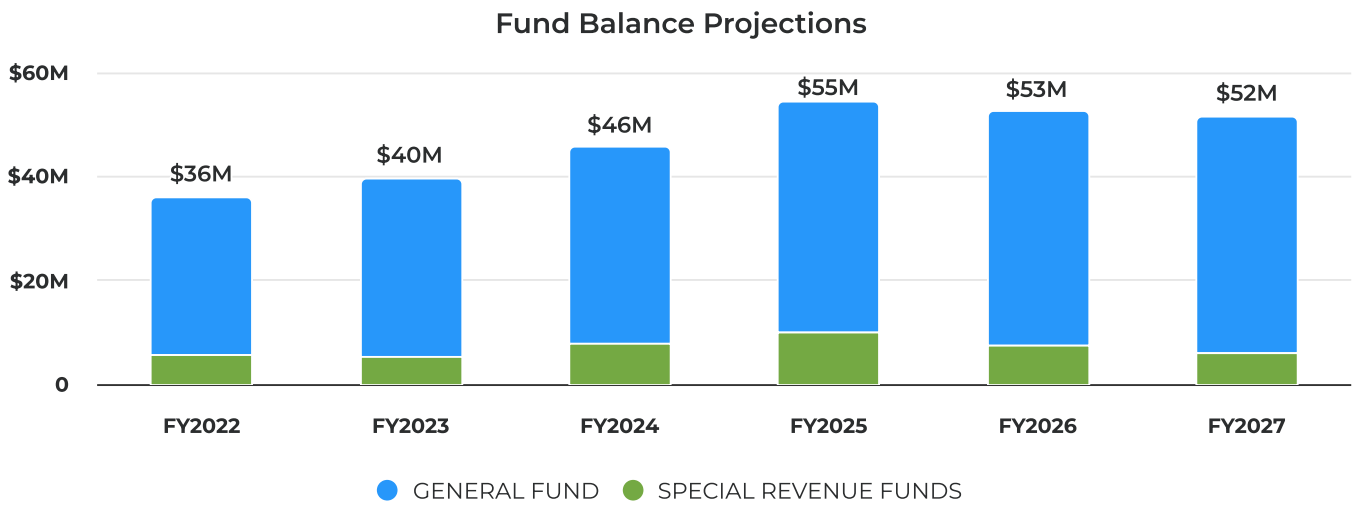




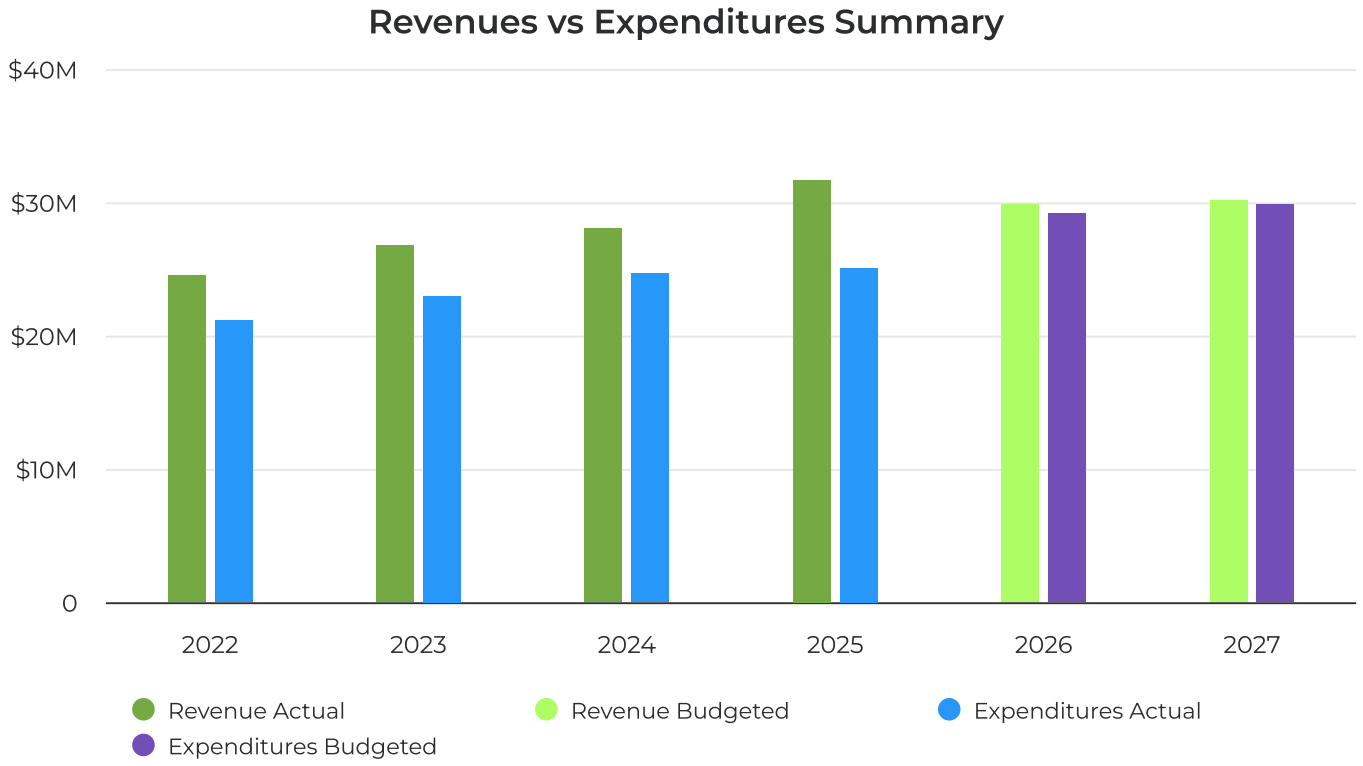
Expenditures by Fund Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
GENERAL FUND	$21,093,297	$22,889,693	$24,595,341	$25,139,451	$29,132,563	$29,858,601
SPECIAL REVENUE FUNDS	$9,935,357	$12,186,727	$8,217,571	$6,913,645	$12,821,967	$10,155,402
Total Expenditures	**$31,028,653**	**$35,076,421**	**$32,812,912**	**$32,053,096**	**$41,954,530**	**$40,014,003**

Fund Balance



GENERAL FUND



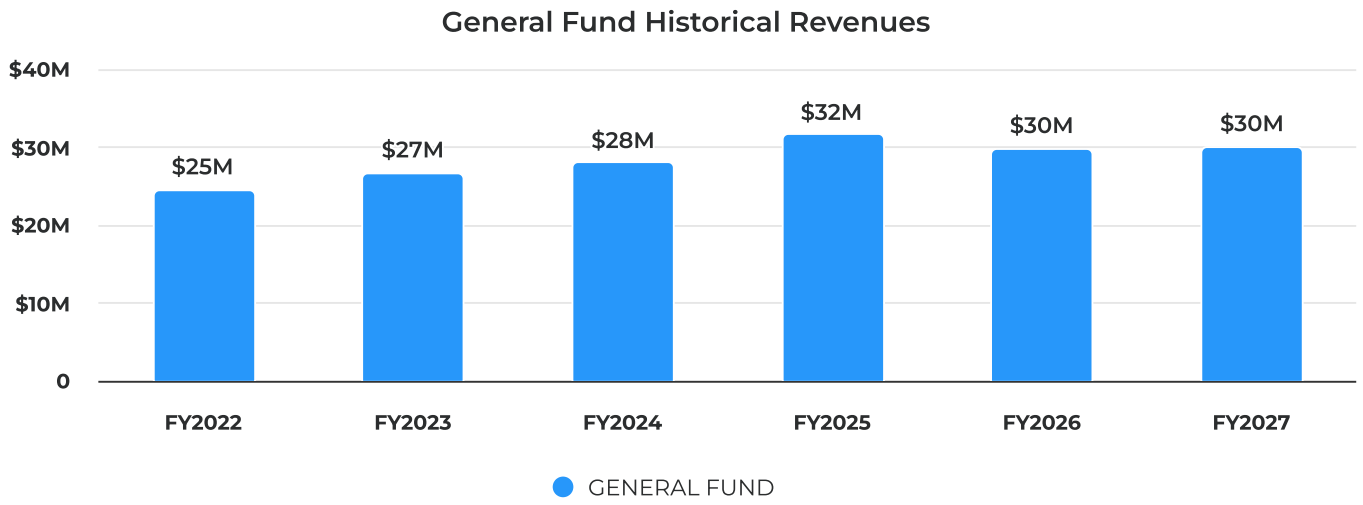
Comprehensive Fund Summary

Comprehensive Fund Summary

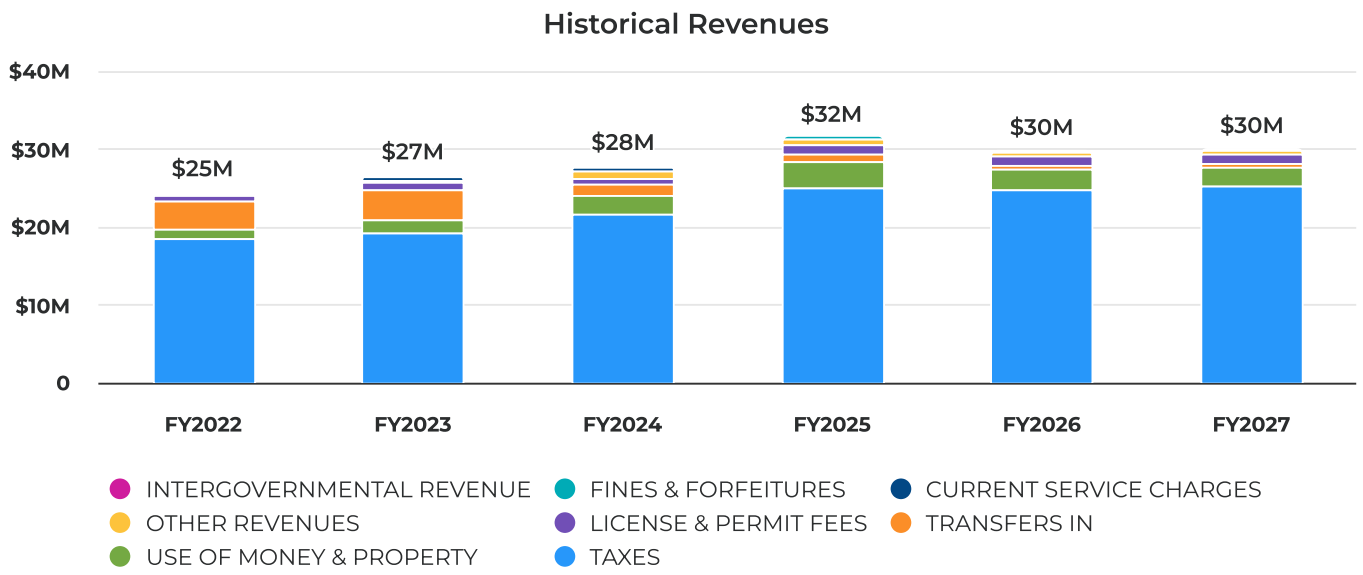
Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Beginning Fund Balance	**$27,131,457**	**$30,580,169**	**$34,426,099**	**$37,881,758**	**$44,442,236**	**$45,179,773**
Revenues						
TAXES	$18,420,699	$19,063,829	$21,634,911	$24,880,722	$24,775,100	$25,261,000
LICENSE & PERMIT FEES	$714,168	$876,077	$785,622	$1,227,831	$1,242,900	$1,281,100
FINES & FORFEITURES	$173,133	$227,896	$296,431	$293,288	$255,000	$235,000
USE OF MONEY & PROPERTY	$1,150,007	$1,872,495	$2,261,097	$3,501,137	$2,532,125	$2,426,514
INTERGOVERNMENTAL REVENUE	$64,675	$65,302	$156,612	$113,190	$100,397	$85,000
CURRENT SERVICE CHARGES	$331,424	$506,699	$455,008	$125,981	$92,100	$68,900
OTHER REVENUES	$70,271	$320,064	$906,111	$669,758	$414,500	$355,500
TRANSFERS IN	$3,617,632	$3,803,096	$1,555,219	$874,114	$457,978	$359,211
Total Revenues	**$24,542,009**	**$26,735,460**	**$28,051,009**	**$31,686,021**	**$29,870,100**	**$30,072,225**
Expenditures						
PERSONNEL - WAGES & SALARIES	$3,196,077	$3,451,752	$4,044,900	$3,679,814	$4,108,085	$4,419,550
PERSONNEL - BENEFITS	$1,333,432	$1,441,620	$1,561,009	$1,576,826	$1,731,263	$1,847,868
PROFESSIONAL & TECH. SERVICES	$9,971,556	$10,720,425	$10,504,784	$10,800,844	$12,117,623	$12,837,962
OPERATING EXPENDITURES	$946,930	$1,020,188	$1,269,198	$1,318,550	$1,471,303	$1,509,156
OTHER SERVICES	$1,305,691	$1,667,997	$1,607,806	$1,412,927	$1,700,948	$1,921,389
SUPPLIES	$97,391	$113,344	$87,883	$79,394	$146,732	$154,331
CONTRACT SERVICES	$2,866,747	$3,152,705	$4,437,241	$5,218,578	$5,863,709	$5,963,645
CAPITAL OUTLAY	$2,205	$0	$0	$9,000	$50,000	$0
TRANSFERS OUT	$1,351,135	$1,321,571	$1,082,520	$1,043,519	$1,942,900	$1,204,700
CAPITAL IMPROVEMENT	$22,134	$92	$0	$0	$0	$0

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Total Expenditures	$21,093,297	$22,889,693	$24,595,341	$25,139,451	$29,132,563	$29,858,601
Total Revenues Less Expenditures	$3,448,712	$3,845,766	$3,455,668	$6,546,569	$737,537	$213,624
Ending Fund Balance	$30,580,169	$34,425,936	$37,881,767	$44,428,327	$45,179,773	$45,393,397

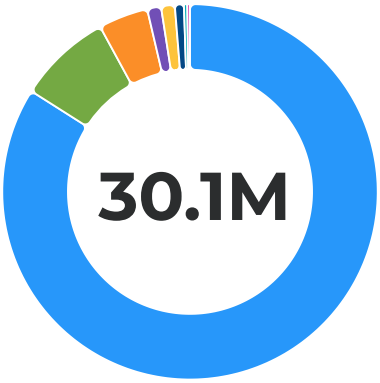
General Fund



Sources of Revenue



FY27 Revenues by Revenue Category



TAXES	**$25,261,000**	84.00%
USE OF MONEY & PROPERTY	**$2,426,514**	8.07%
LICENSE & PERMIT FEES	**$1,281,100**	4.26%
TRANSFERS IN	**$359,211**	1.19%
OTHER REVENUES	**$355,500**	1.18%
FINES & FORFEITURES	**$235,000**	0.78%
INTERGOVERNMENTAL REVENUE	**$85,000**	0.28%
CURRENT SERVICE CHARGES	**$68,900**	0.23%

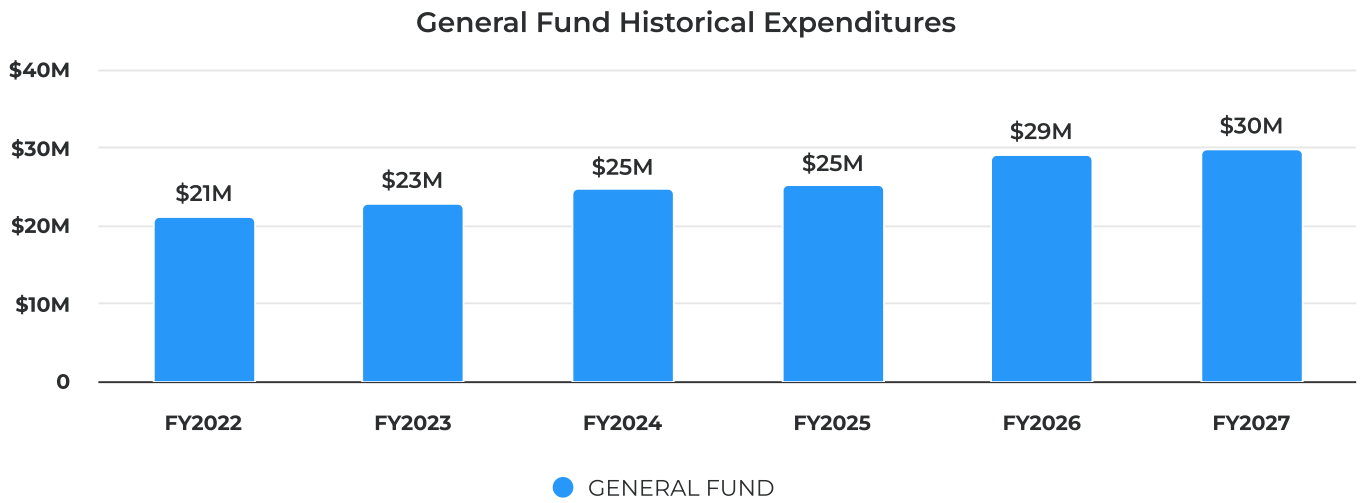
Detailed Revenues

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
TAXES						
CURRENT - SECURED	$2,893,161	$3,023,925	$3,164,983	$3,292,803	$3,310,000	$3,450,000
CURRENT - UNSECURED	$90,637	$89,462	$96,534	$108,532	$95,000	$120,000
PRIOR YEAR TAXES	$28,433	$25,491	$28,563	$32,509	$25,000	$25,000
SUPPLEMENTAL ROLL	$68,707	$132,555	$84,846	$85,617	$60,000	$80,000
MISCELLANEOUS PROPERTY TAX	$2,860	$12,847	$23,726	$24,726	$1,000	$1,000
PROPERTY TAX IN LIEU	$5,648,353	$5,894,667	$6,137,336	$6,420,700	$6,600,000	$6,600,000
REAL PROPERTY TRANSFER TAX	$466,032	$267,009	$314,814	$259,649	$175,000	$200,000
HOMEOWNER PROP TAX RELIEF	$13,555	$13,570	$13,064	$12,913	$13,000	$13,000
GENERAL SALES TAX	$6,117,932	$6,244,171	$8,359,623	$11,154,921	$11,220,000	$11,400,000
FRANCHISE-ELECTRIC	$446,977	$617,070	$638,922	$665,270	$678,000	$677,000
FRANCHISE-GAS	$92,098	$120,084	$170,479	$99,463	$102,000	$115,000
FRANCHISE-CABLE TV	$537,489	$475,687	$409,607	$370,921	$323,000	$285,000
FRANCHISE-WASTE COLLECTION	$451,640	$471,816	$511,968	$532,118	$533,000	$600,000
FRANCHISE-OTHER	$108,537	$57,342	$62,636	$71,088	-	$50,000
COUNTY FIRE TAX CREDIT	$315	$105	-	-	$100	-
PUBLIC UTILITY TAX	$40,900	$47,503	$47,237	$49,754	$40,000	$45,000
TRANSIENT OCCUPANCY TAX	$1,413,074	$1,570,525	$1,570,575	$1,699,738	$1,600,000	$1,600,000
Total TAXES	$18,420,699	$19,063,829	$21,634,911	$24,880,722	$24,775,100	$25,261,000
LICENSE & PERMIT FEES						
BUILDING PERMITS	$279,321	$140,589	$100,510	$526,431	$605,300	$900,000
ELECTRICAL PERMITS	$75,694	$3,206	-$259	$2,636	$1,000	$85,000
PLUMBING PERMITS	$81,737	$94,636	$82,556	$89,041	$75,000	$85,000

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
MECHANICAL PERMITS	$79,704	$87,969	$91,589	$83,584	$85,000	$85,000
C & D PERMITS	$25,206	$23,497	$27,269	$27,833	$25,000	$25,000
AUP	$3,402	-	-	-	-	-
TUP	$1,167	$607	$653	$3,354	$600	$600
EXCEPTION PERMIT	$5,289	$3,154	$848	$1,472	$1,000	$1,000
ZONING/HOA/REVIEW	$2,034	$1,135	$1,152	$915	$1,000	$1,000
SIGNAGE	$4,957	$5,663	$3,087	$5,336	$4,000	$3,500
RE-INSP/SPECIAL INSP PERMITS	$198	$344	$250	$1,541	-	-
USE PERMIT	$41,543	$53,002	$40,571	$34,270	$40,000	$40,000
ISSUANCE FEE	$96,913	$450,892	$433,218	$448,158	$400,000	$50,000
MASSAGE LICENSE FEES	-	$227	-	$251	-	-
WATER QUALITY	$17,004	$11,158	$4,179	$3,010	$5,000	$5,000
Total LICENSE & PERMIT FEES	$714,168	$876,077	$785,622	$1,227,831	$1,242,900	$1,281,100
FINES & FORFEITURES						
VEHICLE CODE FINES	$75,160	$70,350	$79,473	$108,514	$75,000	$100,000
PARKING CITATIONS	$97,973	$157,546	$216,957	$184,774	$180,000	$135,000
Total FINES & FORFEITURES	$173,133	$227,896	$296,431	$293,288	$255,000	$235,000
USE OF MONEY & PROPERTY						
INVESTMENT EARNINGS	-$318,666	$321,058	$708,216	$2,134,362	$1,100,000	$1,100,000
FACILITY RENTAL	-	-	-	$6,533	$22,500	$27,000
PROGRAM REVENUE	-	$18,156	-	-	-	-
INTEREST REVENUE - LEASE	$1,669	$771	$4,200	$3,729	$982	-
RENT-CITY HALL LEASE	$198,248	$225,898	$205,993	$169,847	$148,643	$85,514
FACILITY RENTAL	$441,263	$476,386	$523,836	$445,859	$500,000	$470,000
OTHER INCOME	$58,810	$55,494	$67,191	$68,603	$90,000	$72,500
PROGRAM REVENUE	$205	$410	$3,976	$6,765	$3,500	$10,000
CONTRACT CLASSES	$651,471	$665,316	$608,509	$531,450	$550,000	$540,000
CITY CAMP REVENUE	$108,538	$98,776	$129,795	$128,385	$110,000	$115,000
REFUNDS	$8,470	$10,230	$9,381	$5,603	$6,500	$6,500
Total USE OF MONEY & PROPERTY	$1,150,007	$1,872,495	$2,261,097	$3,501,137	$2,532,125	$2,426,514
INTERGOVERNMENTAL REVENUE						
MOTOR VEHICLE LICENSE FEE	$57,547	$53,145	$64,044	$81,664	$79,826	$75,000
STATE MANDATED REIMB.	$7,128	$12,157	$92,568	$31,526	$20,571	$10,000
Total INTERGOVERNMENTAL REVENUE	$64,675	$65,302	$156,612	$113,190	$100,397	$85,000
CURRENT SERVICE CHARGES						
SALES OF PUBLICATIONS	$3	-	-	-	-	-
ENGINEERING FEES	$3,943	$6,936	$13,589	$11,183	$3,000	$5,000
TRANSPORTATION PERMIT	$3,189	$2,926	$2,905	$1,634	$3,000	$1,300
ENCROACHMENT PERMITS	$4,711	$5,527	$5,447	$2,885	$4,000	$4,000
WQMP	$24,470	$23,393	$21,576	$18,840	$10,000	$10,000
PLANNING FEES	$13,726	$7,986	$12,041	$14,828	$7,500	$10,000
ENVIRONMENTAL FEES/CEQA	$871	$1,003	$1,171	$1,103	$1,000	$1,000
GENERAL PLAN	$11,511	$42,301	$35,110	$50,867	$30,000	$30,000
HOUSING ADMINISTRATION	-	-	-	$5,113	-	-
SPECIAL EVENTS FEES	$893	$1,383	$2,000	$3,855	$1,000	$1,000

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
SIDEWALK VENDOR PERMIT	$480	-	-	-	-	-
PUBLIC NOTIFICATION FEE	$242	$1,792	$569	$211	$500	$500
PLAN CHECK FEES	$228,512	$379,443	$342,593	$2,588	$20,000	$1,000
SMIP	$111	$622	$339	$992	$750	$750
CASP CERT/TRNG	$3,452	$3,602	$1,322	$1,498	$2,000	$2,000
BUILDING STANDARD FEE (CBSC)	$151	$292	$178	$373	$350	$350
SCANNING	$23,354	$28,292	$11,851	$8,289	$5,000	$1,000
CODE ENFORCEMENT CITATIONS	$11,808	$1,200	$4,317	$1,724	$4,000	$1,000
Total CURRENT SERVICE CHARGES	$331,424	$506,699	$455,008	$125,981	$92,100	$68,900
OTHER REVENUES						
INFORMATION TECHNOLOGY FEE	$49,541	$62,923	$54,588	$59,002	$49,000	$50,000
MISCELLANEOUS REVENUE	$16,525	$244,782	$592,075	$275,030	$66,000	$10,500
ADMINISTRATIVE REVENUE	$4,080	$12,233	$8,759	$13,182	$22,000	$22,000
RETURNED CHECK CHARGES	$125	$125	-	-	-	-
FARM RENTAL REVENUE	-	-	$250,689	$322,544	$277,500	$273,000
Total OTHER REVENUES	$70,271	$320,064	$906,111	$669,758	$414,500	$355,500
TRANSFERS IN						
INTERFUND TRANSFERS	$3,348,755	$3,803,096	$1,552,629	$874,114	$457,978	$359,211
INTERFUND TRANSFERS	$268,877	-	$2,590	-	-	-
Total TRANSFERS IN	$3,617,632	$3,803,096	$1,555,219	$874,114	$457,978	$359,211
Total Revenues	**$24,542,009**	**$26,735,460**	**$28,051,009**	**$31,686,021**	**$29,870,100**	**$30,072,225**

General Fund Expenditures

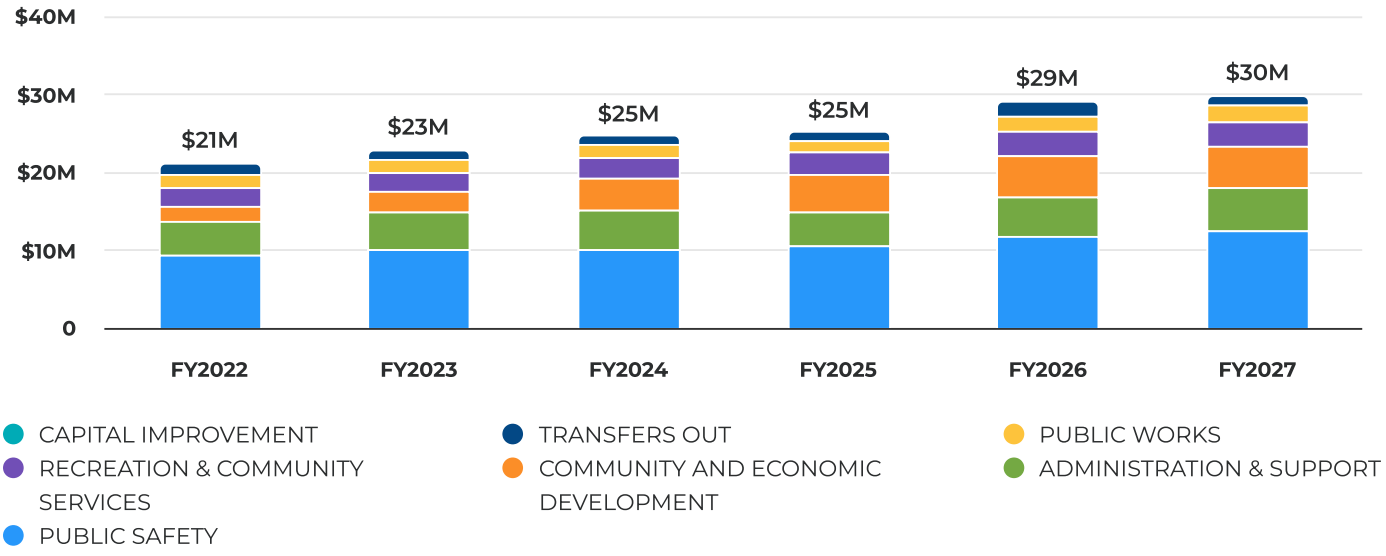


Total General Fund Expenditures

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
GENERAL FUND	$21,093,297	$22,889,693	$24,595,341	$25,139,451	$29,132,563	$29,858,601
Total Expenditures	**$21,093,297**	**$22,889,693**	**$24,595,341**	**$25,139,451**	**$29,132,563**	**$29,858,601**

Expenditures by Function

Historical Expenditures by Function



FY27 Expenditures by Function

PUBLIC SAFETY	**$12,372,230**	41.44%
ADMINISTRATION & SUPPORT	**$5,467,202**	18.31%
COMMUNITY AND ECONOMIC DEVELOPMENT	**$5,403,575**	18.10%
RECREATION & COMMUNITY SERVICES	**$3,226,059**	10.80%
PUBLIC WORKS	**$2,184,835**	7.32%
TRANSFERS OUT	**$1,204,700**	4.03%

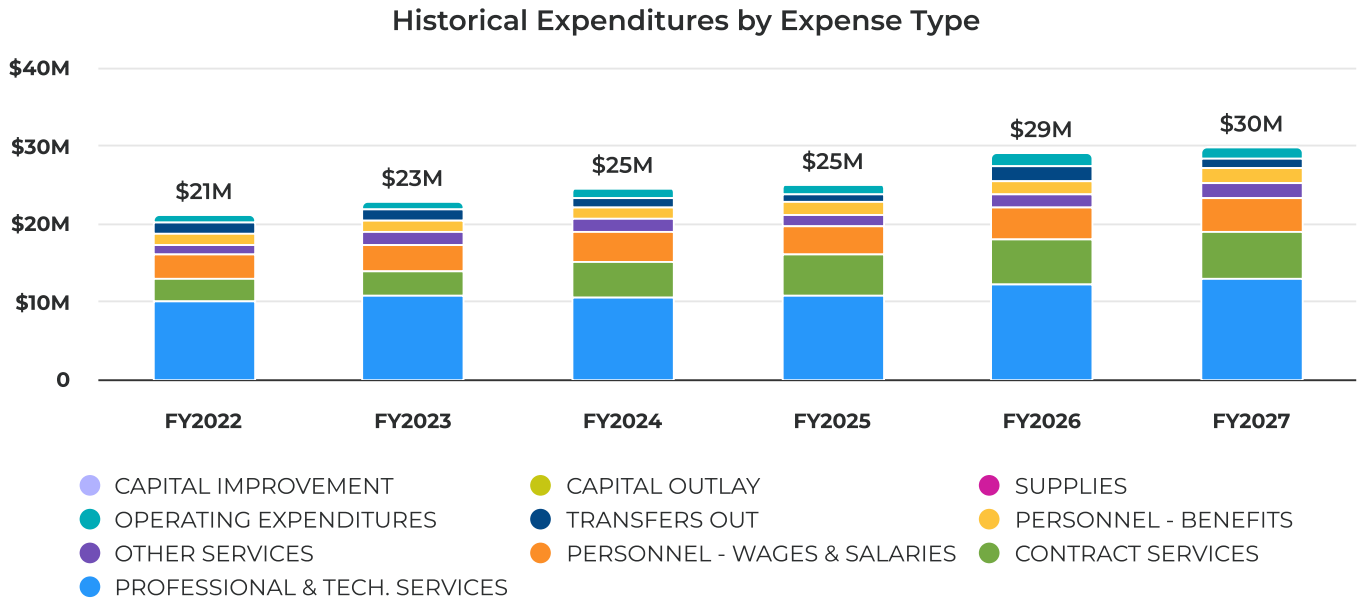
Expenditures by Function

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
ADMINISTRATION & SUPPORT	$4,283,890	$4,898,540	$5,056,226	$4,436,530	$5,102,514	$5,467,202
COMMUNITY AND ECONOMIC DEVELOPMENT	$1,952,632	$2,495,596	$3,982,795	$4,785,189	$5,373,898	$5,403,575
RECREATION & COMMUNITY SERVICES	$2,324,010	$2,471,198	$2,743,811	$2,743,808	$3,021,207	$3,226,059
PUBLIC WORKS	$1,818,972	$1,664,540	$1,724,590	$1,668,271	$2,022,627	$2,184,835

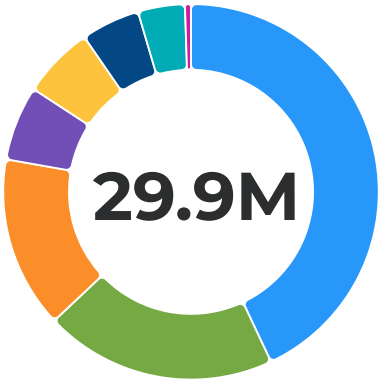
Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PUBLIC SAFETY	$9,340,524	$10,038,157	$10,005,400	$10,462,135	$11,669,417	$12,372,230
CAPITAL IMPROVEMENT	$22,134	$92	-	-	-	-
TRANSFERS OUT	$1,351,135	$1,321,571	$1,082,520	$1,043,519	$1,942,900	$1,204,700
Total Expenditures	**$21,093,297**	**$22,889,693**	**$24,595,341**	**$25,139,451**	**$29,132,563**	**$29,858,601**

Note: Transfers Out includes $656,450 to the City's Debt Service Fund, $247,500 to the Capital Improvement Fund, and $300,750 to the Aliso Viejo Aquatic Center Fund.

Expenditures by Expense Type



FY27 Expenditures by Expense Type

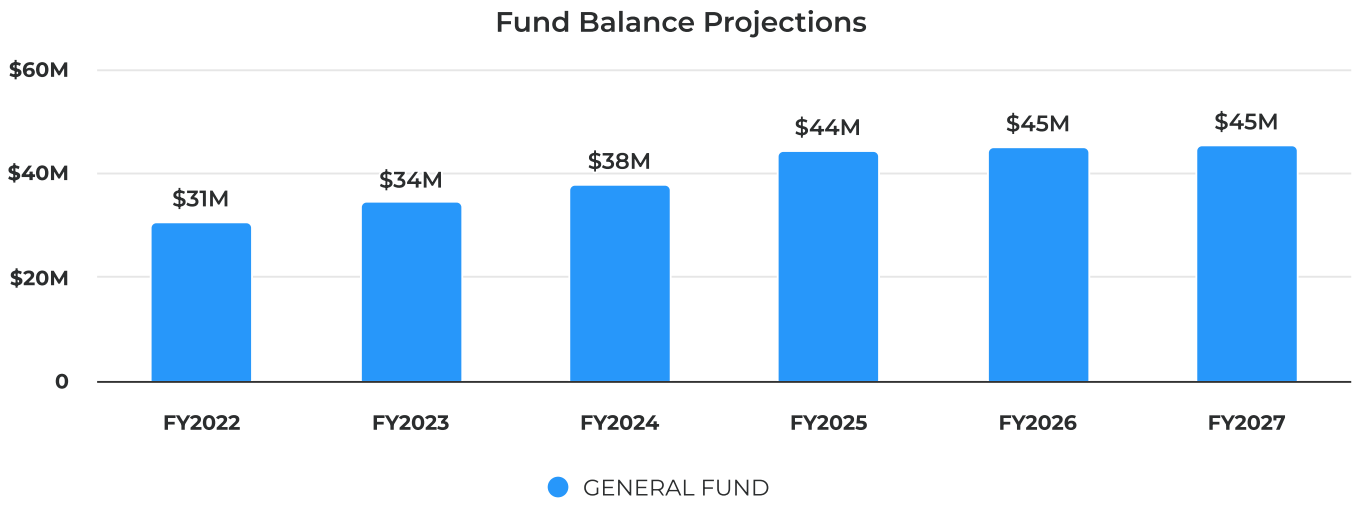


PROFESSIONAL & TECH. SERVICES	**$12,837,962**	43.00%
CONTRACT SERVICES	**$5,963,645**	19.97%
PERSONNEL - WAGES & SALARIES	**$4,419,550**	14.80%
OTHER SERVICES	**$1,921,389**	6.43%
PERSONNEL - BENEFITS	**$1,847,868**	6.19%
OPERATING EXPENDITURES	**$1,509,156**	5.05%
TRANSFERS OUT	**$1,204,700**	4.03%
SUPPLIES	**$154,331**	0.52%

Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PERSONNEL - WAGES & SALARIES	$3,196,077	$3,451,752	$4,044,900	$3,679,814	$4,108,085	$4,419,550
PERSONNEL - BENEFITS	$1,333,432	$1,441,620	$1,561,009	$1,576,826	$1,731,263	$1,847,868
PROFESSIONAL & TECH. SERVICES	$9,971,556	$10,720,425	$10,504,784	$10,800,844	$12,117,623	$12,837,962
OPERATING EXPENDITURES	$946,930	$1,020,188	$1,269,198	$1,318,550	$1,471,303	$1,509,156
OTHER SERVICES	$1,305,691	$1,667,997	$1,607,806	$1,412,927	$1,700,948	$1,921,389
SUPPLIES	$97,391	$113,344	$87,883	$79,394	$146,732	$154,331
CONTRACT SERVICES	$2,866,747	$3,152,705	$4,437,241	$5,218,578	$5,863,709	$5,963,645
CAPITAL OUTLAY	$2,205	-	-	$9,000	$50,000	-
TRANSFERS OUT	$1,351,135	$1,321,571	$1,082,520	$1,043,519	$1,942,900	$1,204,700
CAPITAL IMPROVEMENT	$22,134	$92	-	-	-	-
Total Expenditures	**$21,093,297**	**$22,889,693**	**$24,595,341**	**$25,139,451**	**$29,132,563**	**$29,858,601**

Fund Balance

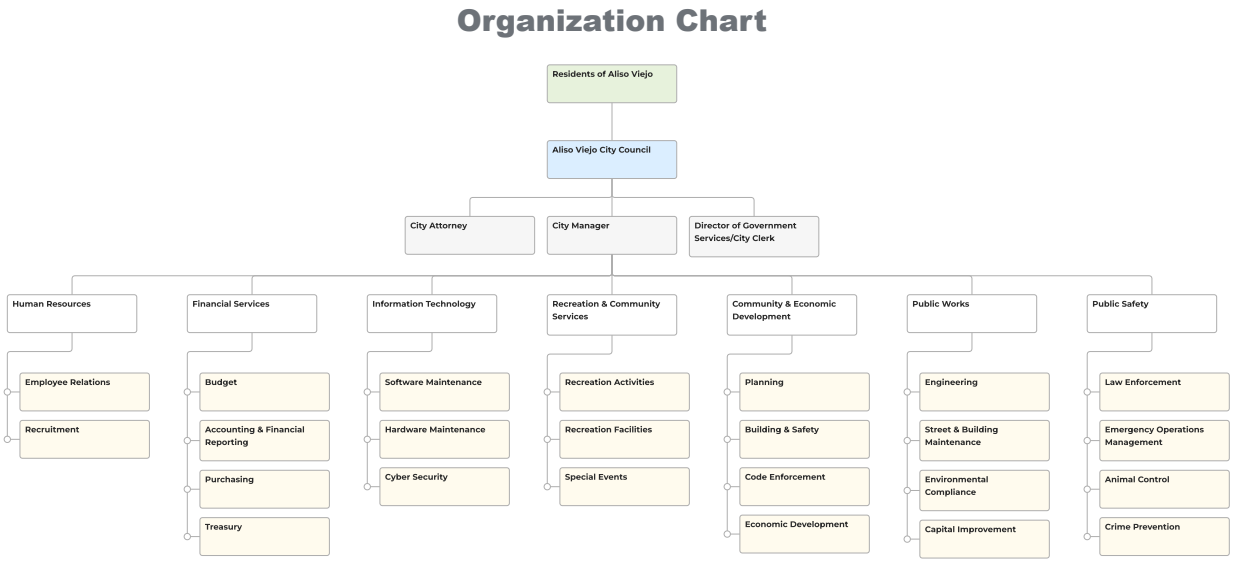


Financial Summary

Fund Balance	FY 2022	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027
GENERAL FUND	$30,580,169	$34,426,099	$37,881,758	$44,442,236	$45,179,773	$45,393,397
Total Fund Balance	**$30,580,169**	**$34,426,099**	**$37,881,758**	**$44,442,236**	**$45,179,773**	**$45,393,397**

Departments Summary

Organizational Structure



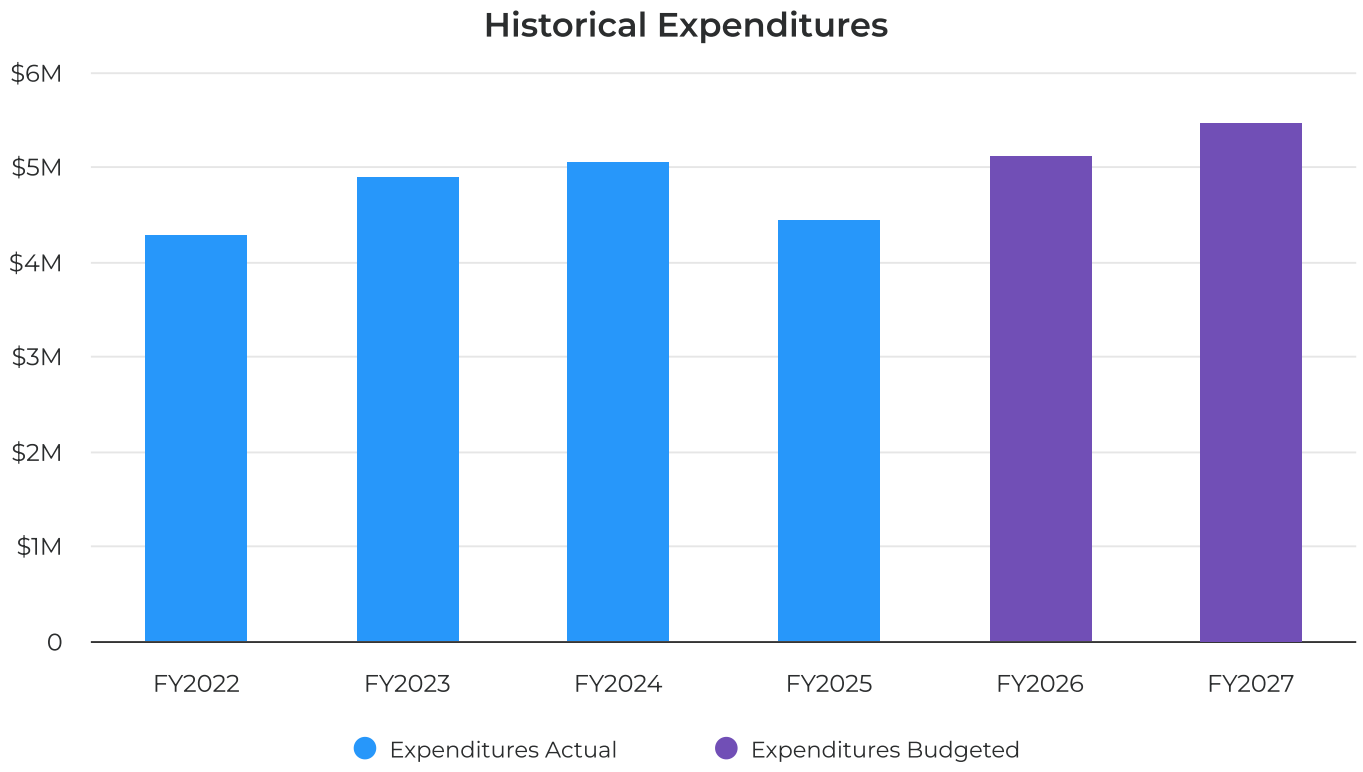
Authorized Full-Time Positions by Department

Department	Authorized Full-Time Positions
City Manager	2.0
Community & Economic Development	5.0
Finance	4.0
Government Services	3.0
Human Resources	1.0
Information Technology	3.0
Public Works	4.0
Recreation & Community Services	7.0
Total	**29.0**

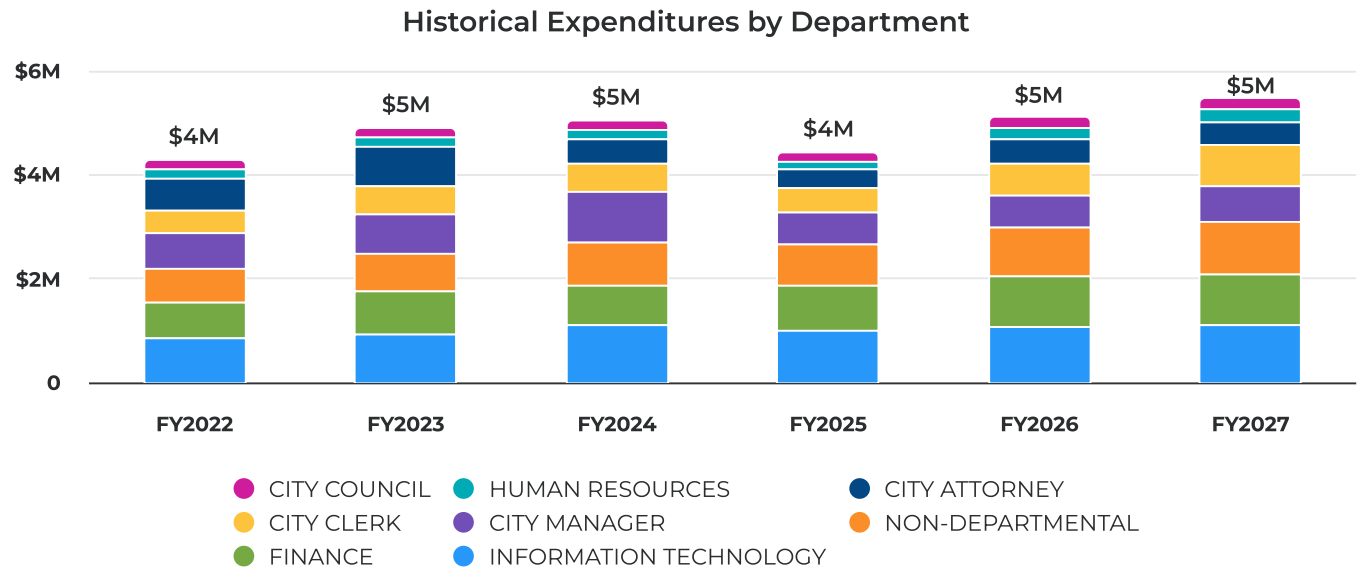
Administration and Support

The City's Administration and Support Function includes the City Council, City Manager's Office, Human Resources, Government Services, City Attorney, Financial Services, Information Technology, Central Services, and maintenance of City Hall.

Expenditure Summary



Expenditures by Department



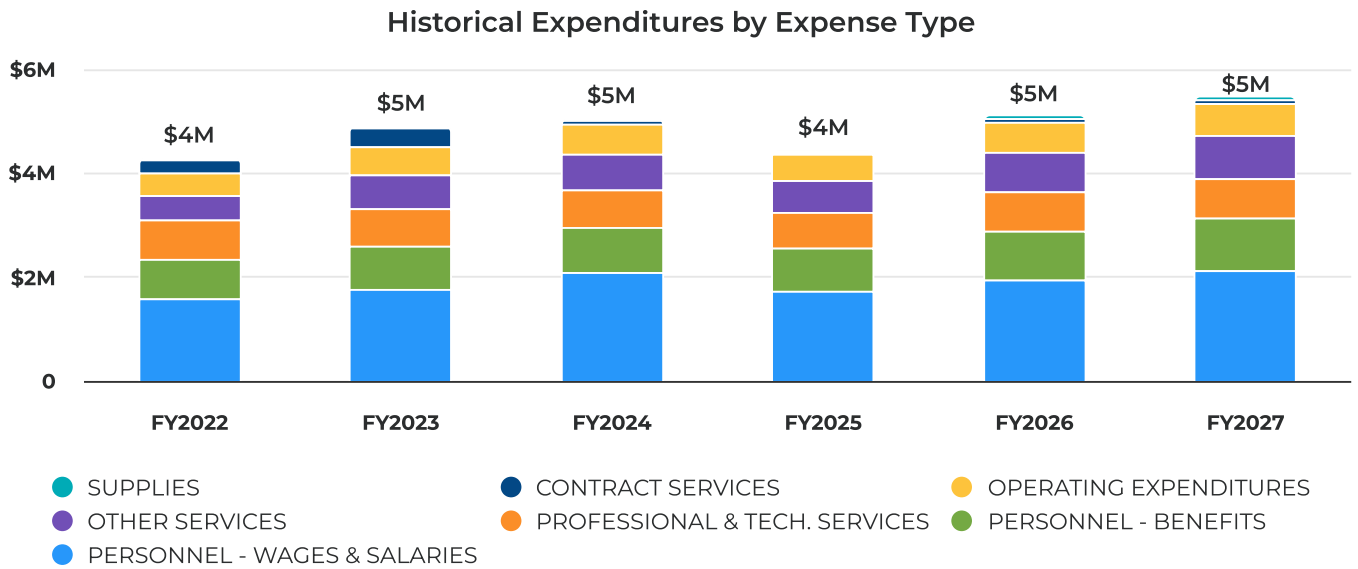
FY27 Expenditures by Department

INFORMATION TECHNOLOGY	**$1,088,168**	19.90%
NON-DEPARTMENTAL	**$1,009,580**	18.47%
FINANCE	**$1,001,225**	18.31%
CITY CLERK	**$792,726**	14.50%
CITY MANAGER	**$683,755**	12.51%
CITY ATTORNEY	**$443,000**	8.10%
HUMAN RESOURCES	**$240,763**	4.40%
CITY COUNCIL	**$207,985**	3.80%

Expenditures by Department

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
CITY COUNCIL	$184,762	$183,014	$180,466	$182,269	$207,560	$207,985
CITY MANAGER	$686,092	$742,137	$1,008,952	$617,526	$616,610	$683,755
HUMAN RESOURCES	$161,248	$184,192	$189,435	$162,404	$210,864	$240,763
CITY CLERK	$424,599	$532,489	$514,263	$465,591	$613,143	$792,726
CITY ATTORNEY	$622,995	$770,164	$486,548	$351,976	$482,500	$443,000
FINANCE	$667,581	$821,193	$776,072	$885,345	$962,140	$1,001,225
INFORMATION TECHNOLOGY	$864,958	$917,195	$1,090,498	$986,561	$1,065,320	$1,088,168
NON-DEPARTMENTAL	$671,655	$748,155	$809,992	$784,859	$944,377	$1,009,580
Total Expenditures	**$4,283,890**	**$4,898,540**	**$5,056,226**	**$4,436,530**	**$5,102,514**	**$5,467,202**

Expenditures by Expense Type



Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PERSONNEL - WAGES & SALARIES	$1,583,616	$1,756,546	$2,083,847	$1,700,617	$1,924,335	$2,113,600
PERSONNEL - BENEFITS	$750,389	$835,670	$864,656	$864,948	$932,937	$1,006,188
PROFESSIONAL & TECH. SERVICES	$760,486	$700,692	$714,323	$659,178	$767,987	$749,617
OPERATING EXPENDITURES	$457,571	$539,336	$564,485	$508,973	$578,143	$605,006
OTHER SERVICES	$454,307	$659,051	$698,647	$635,990	$751,126	$861,205
SUPPLIES	$34,993	$45,242	$32,935	$27,810	$46,486	$54,086
CONTRACT SERVICES	$242,528	$362,003	$97,332	$39,013	$101,500	$77,500
Total Expenditures	**$4,283,890**	**$4,898,540**	**$5,056,226**	**$4,436,530**	**$5,102,514**	**$5,467,202**

City Council

The City Council is elected by the citizens of Aliso Viejo to serve as the legislative body of the City. The City Council establishes policies reflecting the needs and priorities of the community, adopts laws and regulations to govern Aliso Viejo, and provides direction to the City Manager to maintain the quality of municipal services with fiscally sustainable decisions.

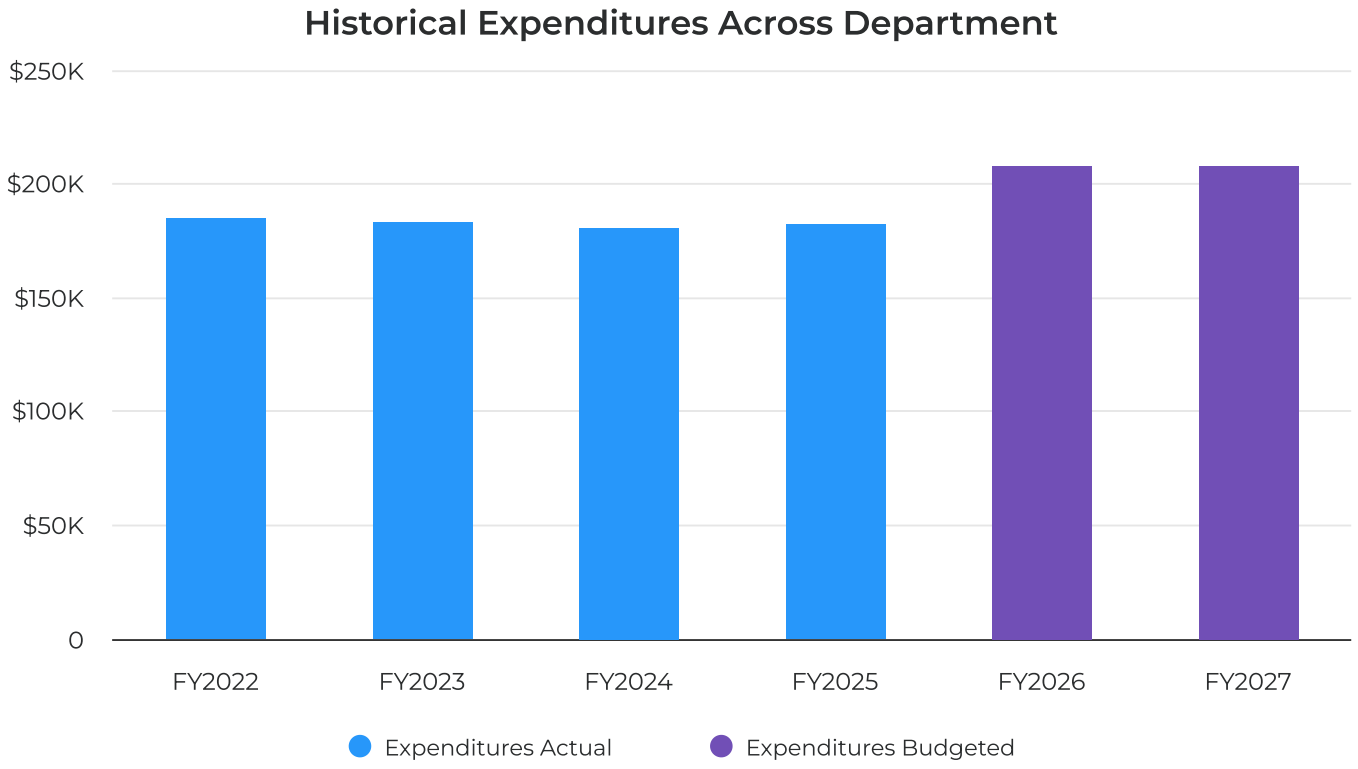
Council members also represent the City on various intergovernmental organizations to achieve governmental cooperation, support legislation and create programs that are consistent with the needs of the community.

The operating costs for the City Council are mainly comprised of Council stipend and benefits, and meeting and conference costs related to various governmental organizations.

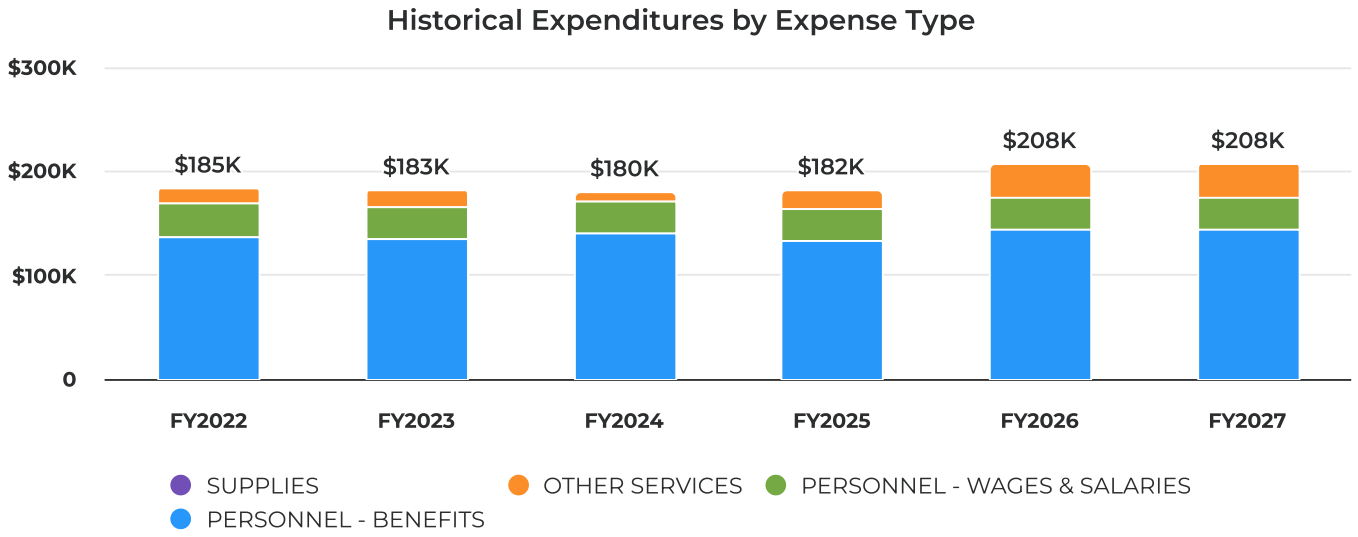
Staff Summary

Elected Officials	2023	2024	2025	2026	2027
Mayor	1.0	1.0	1.0	1.0	1.0
Mayor Pro Tem	1.0	1.0	1.0	1.0	1.0
City Council Members	3.0	3.0	3.0	3.0	3.0
Total	**5.0**	**5.0**	**5.0**	**5.0**	**5.0**

Expenditure Summary



Expenditures by Expense Type



Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PERSONNEL - WAGES & SALARIES						
CITY COUNCIL COMPENSATION	$31,200	$31,502	$31,200	$31,720	$31,200	$31,200
Total PERSONNEL - WAGES & SALARIES	$31,200	$31,502	$31,200	$31,720	$31,200	$31,200
PERSONNEL - BENEFITS						
RETIREMENT	$5,213	$5,275	$5,314	$5,408	$5,575	$6,000
FICA/MEDICARE	$1,723	$1,647	$2,244	$2,205	$2,405	$2,405
STATE UNEMPMNT INS	$686	$662	$1,074	$208	$725	$725
MEDICAL INSURANCE	$37,972	$40,358	$3,360	$1,890	-	-
DENTAL INSURANCE	$3,630	$3,546	-	-	-	-
VISION INSURANCE	$471	$471	-	-	-	-
BENEFIT CASH OUT	$87,645	$82,099	$127,183	$122,742	$134,555	$134,555
Total PERSONNEL - BENEFITS	$137,340	$134,057	$139,175	$132,454	$143,260	$143,685
OTHER SERVICES						
ADVERTISING	$725	$350	$701	$793	$1,000	$1,000
AWARDS & RECOG.	$158	$141	$126	$158	$500	$500
COMMUNICATION	$2,966	$2,713	$3,082	$2,156	$3,600	$3,600
COUNCIL EVENTS	-	-	-	-	$1,100	$1,100
MTGS/CONF/TRNG	$11,774	$13,096	$6,152	$13,555	$25,000	$25,000
MEMBERSHIP & DUES	$150	$375	-	-	$500	$500
Total OTHER SERVICES	$15,773	$16,676	$10,060	$16,662	$31,700	$31,700
SUPPLIES						
SUPPLIES	$449	$779	$31	$1,433	$1,400	$1,400
Total SUPPLIES	$449	$779	$31	$1,433	$1,400	$1,400
Total Expenditures	**$184,762**	**$183,014**	**$180,466**	**$182,269**	**$207,560**	**$207,985**

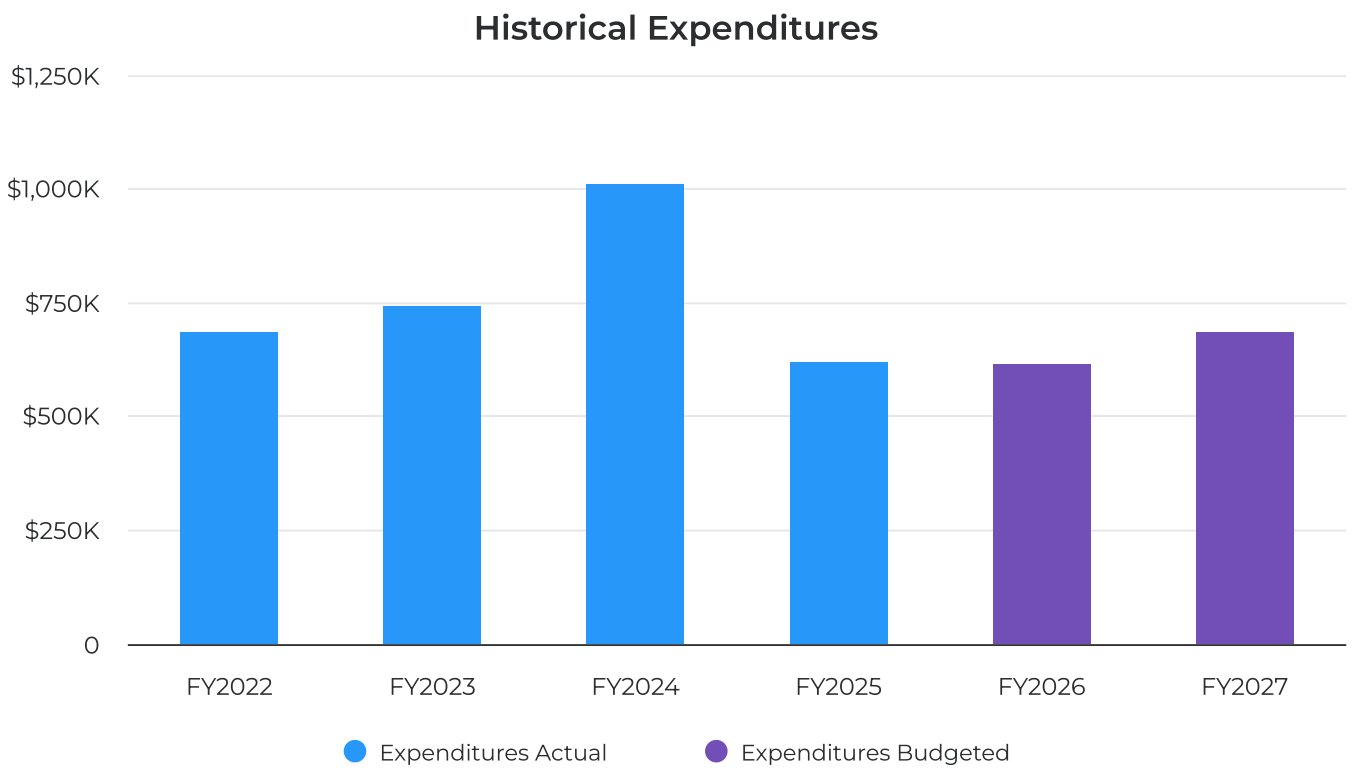
City Manager

The City Manager is responsible for the general management of all City operations and personnel. This responsibility includes administering City contracts and agreements, advising the City Council on legislative and administrative concerns, overseeing intergovernmental relations, public relations, providing fiscal management, and ensuring that all City operations are conducted economically, efficiently, and effectively. Operating costs for the City Manager Department include memberships, meetings, and conference costs related to professional organizations.

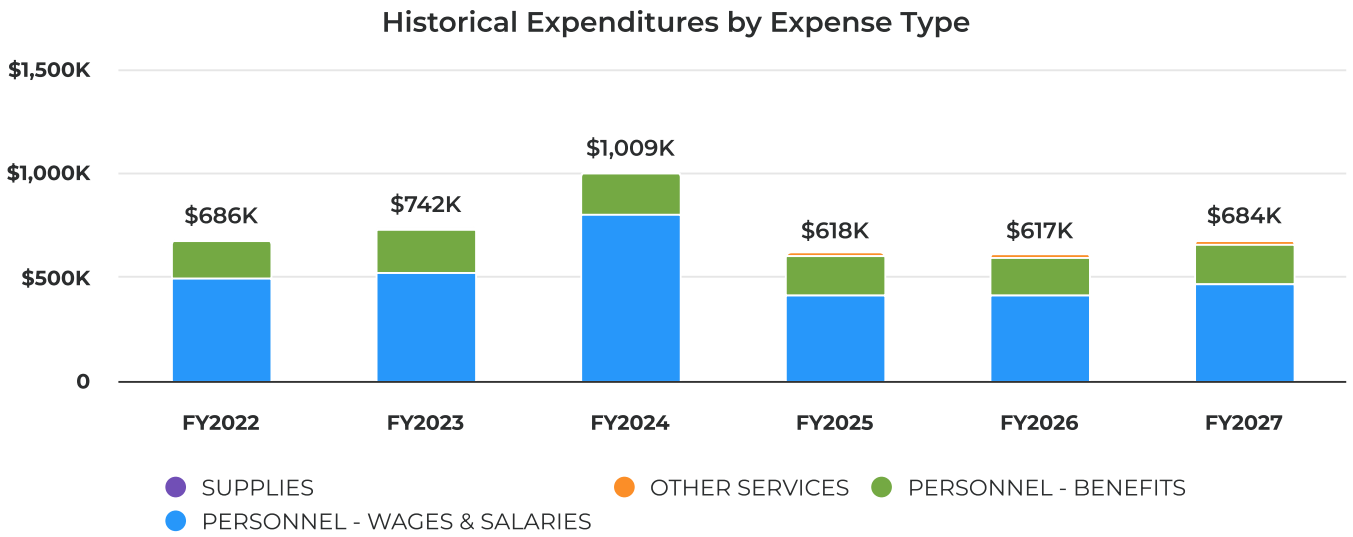
Staff Summary

Authorized Positions (FTE)	2023	2024	2025	2026	2027
City Manager	1.0	1.0	1.0	1.0	1.0
Management Analyst	1.0	1.0	1.0	-	-
Executive Assistant	1.0	1.0	1.0	1.0	1.0
Total	**3.0**	**3.0**	**3.0**	**2.0**	**2.0**

Expenditure Summary



Expenditures by Expense Type



Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PERSONNEL - WAGES & SALARIES						
REGULAR EMPLOYEES	$478,757	$521,584	$797,529	$399,846	$392,000	$446,000
PART TIME WAGES	$1,508	-	$4	$1,012	-	-
OVERTIME PAY	$10,054	$665	$1,701	$2,050	$8,000	$8,000
LEAVE CASH OUT	-	-	-	$10,769	$13,100	$13,100
Total PERSONNEL - WAGES & SALARIES	$490,320	$522,249	$799,235	$413,677	$413,100	$467,100
PERSONNEL - BENEFITS						
RETIREMENT	$77,020	$86,634	$83,007	$82,443	$98,175	$100,875
FICA/MEDICARE	$7,845	$8,278	$12,471	$7,066	$6,025	$7,500
STATE UNEMPMNT INS	$467	$441	$630	$485	$355	$355
MEDICAL INSURANCE	$37,645	$35,446	$32,572	$16,531	$13,270	$45,000
DENTAL INSURANCE	$3,004	$2,574	$1,670	$1,121	$790	$1,450
VISION INSURANCE	$437	$368	$273	$173	$115	$355
LIFE INSURANCE	$1,942	$2,118	$1,865	$1,870	$1,805	$2,500
FLEX BENEFITS	-	$385	$567	-	-	-
BENEFIT CASH OUT	$40,860	$55,049	$56,374	$72,146	$52,320	$27,880
VEHICLE/CELL	$12,395	$12,545	$10,123	$8,446	$9,300	$1,800
Total PERSONNEL - BENEFITS	$181,614	$203,837	$199,552	$190,281	$182,155	$187,715
OTHER SERVICES						
COMMUNICATION	$1,092	$2,202	$1,743	$1,402	$1,650	$1,650
POSTAGE	-	$22	-	-	-	-
MTGS/CONF/TRNG	$7,878	$8,545	$4,397	$8,993	$14,515	$14,515
MEMBERSHIP & DUES	$3,641	$3,587	$2,817	$2,710	$2,590	$2,675
Total OTHER SERVICES	$12,611	$14,356	$8,957	$13,105	$18,755	$18,840
SUPPLIES						
SUPPLIES	$527	$202	$115	$46	$1,500	$1,500
PUBLICATIONS	$1,020	$1,493	$1,093	$417	$1,100	$1,100
OPERATING SUPPLIES	-	-	-	-	-	$7,500

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Total SUPPLIES	$1,547	$1,695	$1,208	$463	$2,600	$10,100
Total Expenditures	**$686,092**	**$742,137**	**$1,008,952**	**$617,526**	**$616,610**	**$683,755**

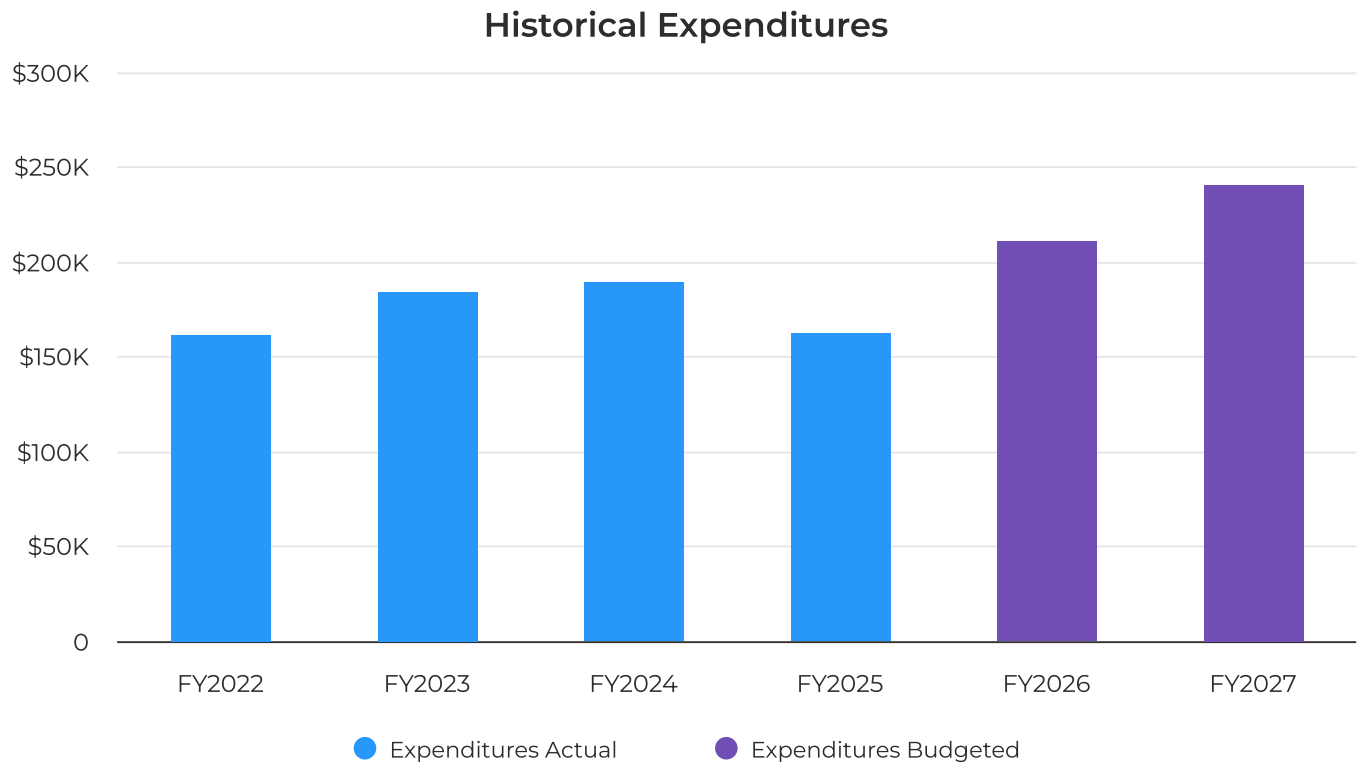
Human Resources

The Human Resources Division provides overall policy direction on human resource management issues and administrative support functions related to the management of employees for all City departments. These services include classification and compensation, recruitment, benefit administration, and employee development. Budget expenditures include costs associated with recruitment, such as software and background checks, training, and employee relations programs.

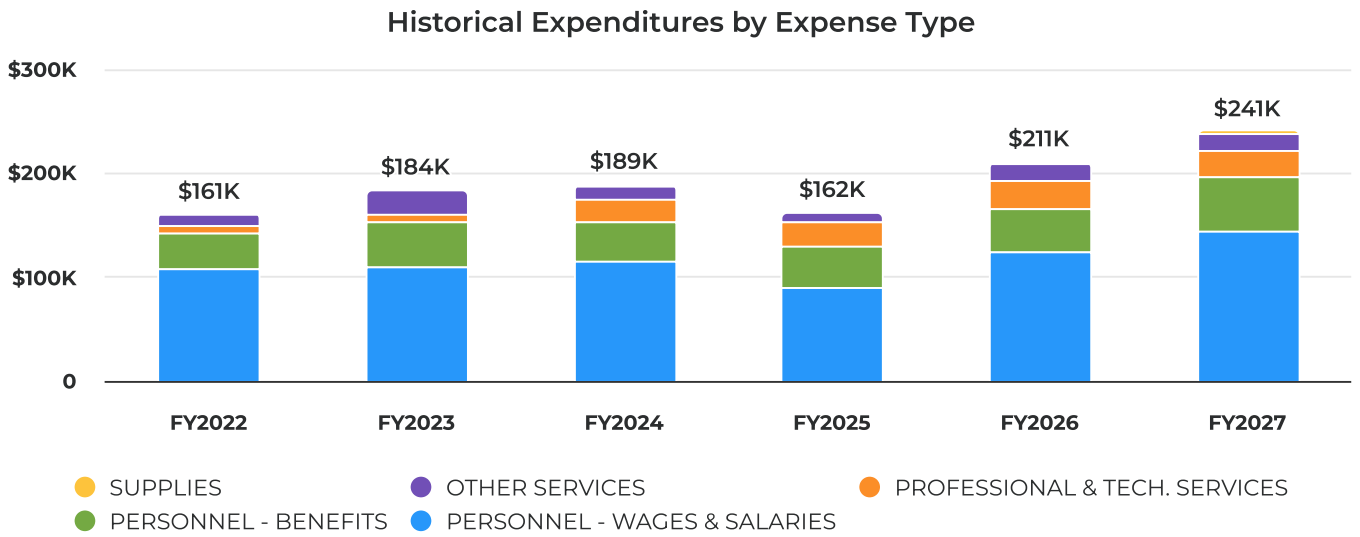
Staff Summary

Authorized Positions (FTE)	2023	2024	2025	2026	2027
Human Resources Analyst	1.0	1.0	1.0	1.0	-
Human Resources Manager	-	-	-	-	1.0
Total	**1.0**	**1.0**	**1.0**	**1.0**	**1.0**

Expenditure Summary



Expenditures by Expense Type



Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PERSONNEL - WAGES & SALARIES						
REGULAR EMPLOYEES	$88,307	$105,981	$111,818	$87,937	$121,500	$144,000
PART TIME WAGES	$19,657	$3,566	-	-	-	-
LEAVE CASH OUT	-	-	$2,203	$2,264	$2,335	-
Total PERSONNEL - WAGES & SALARIES	$107,964	$109,546	$114,021	$90,202	$123,835	$144,000
PERSONNEL - BENEFITS						
RETIREMENT	$15,676	$13,663	$8,654	$7,186	$10,136	$15,876
FICA/MEDICARE	$1,729	$1,836	$1,846	$1,555	$1,805	$2,500
STATE UNEMPMNT INS	$255	$222	$161	$161	$176	$176
MEDICAL INSURANCE	$4,059	$7,810	$9,076	$10,050	$10,380	$30,000
DENTAL INSURANCE	$258	$567	$560	$560	$560	$2,405
VISION INSURANCE	$61	$112	$112	$112	$115	$355
LIFE INSURANCE	$343	$568	$615	$660	$765	$900
BENEFIT CASH OUT	$10,680	$18,398	$18,004	$18,038	$17,990	$100
VEHICLE/CELL	$150	-	-	-	-	-
Total PERSONNEL - BENEFITS	$33,213	$43,176	$39,027	$38,322	$41,927	$52,312
PROFESSIONAL & TECH. SERVICES						
OTHER CONTRACTUAL SERVICES	$7,917	$7,461	$21,250	$24,240	$26,151	$25,501
Total PROFESSIONAL & TECH. SERVICES	$7,917	$7,461	$21,250	$24,240	$26,151	$25,501
OTHER SERVICES						
MTGS/CONF/TRNG	$9,447	$21,507	$13,046	$8,485	$15,501	$15,500
MEMBERSHIP & DUES	$720	$885	$498	$518	$1,050	$1,050
Total OTHER SERVICES	$10,167	$22,392	$13,544	$9,004	$16,551	$16,550
SUPPLIES						
SUPPLIES	$855	$877	$951	$306	$1,400	$1,400
OPERATING SUPPLIES	$1,133	$740	$641	$331	$1,000	$1,000

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Total SUPPLIES	$1,988	$1,617	$1,592	$636	$2,400	$2,400
Total Expenditures	**$161,248**	**$184,192**	**$189,435**	**$162,404**	**$210,864**	**$240,763**

Government Services

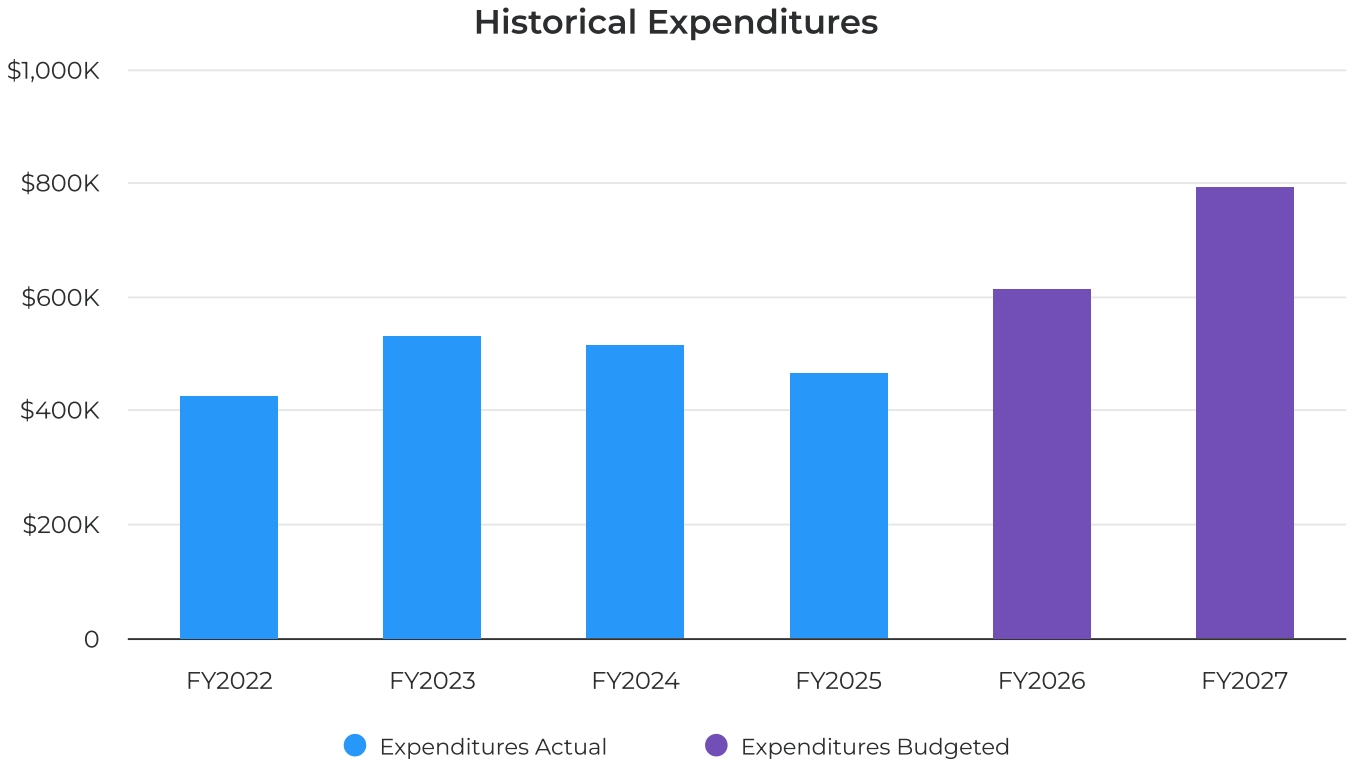
The Government Services Department supports municipal functions through the administration of legislation processes, election services, records management, public information, and communications. The City Clerk serves as the City's Election Official, Public Information Officer, Political Reform Act Filing Officer, Custodian of Records, and Compliance Officer. The Department conducts municipal elections and administers Political Reform Act requirements related to campaign disclosure statements, conflict of interest filings, and AB1243 ethics training. The City Clerk ensures meetings, agendas, minutes, reports, public notices, resolutions, and ordinances are prepared, posted, and published pursuant to all legal statutes, as well as attends, monitors, and retains complete records of City Council proceedings. The City Clerk ensures open and transparent access to the public through records-related services, including records management, retention, and Public Records Act programs. The Department also oversees the dissemination of timely and accurate public information about City operations, projects, policies, services, and programs through traditional media, social media, and online.

Operating expenditures for the Government Services Department are composed primarily of election costs, professional and contract services related to records retention, publication of legally required notices, and maintaining and updating the Municipal Code in compliance with legal requirements.

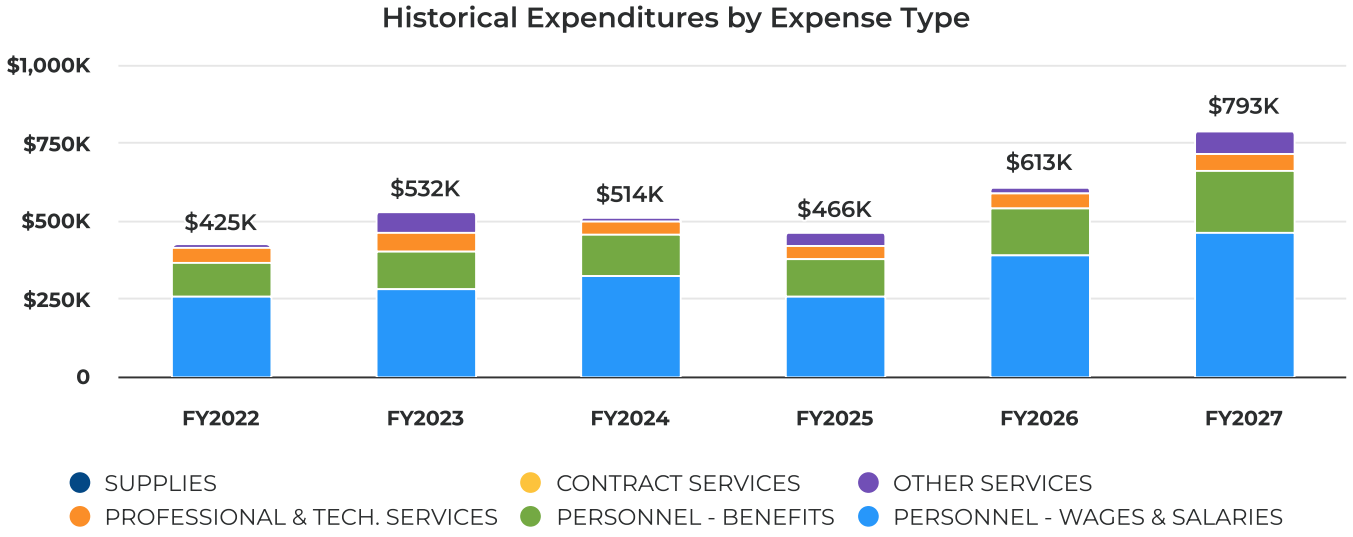
Staff Summary

Authorized Positions (FTE)	2023	2024	2025	2026	2027
Director of Government Services	1.0	1.0	1.0	-	1.0
City Clerk	-	-	-	1.0	-
Management Analyst	-	-	-	1.0	1.0
Administrative Secretary/Office Specialist	1.0	1.0	1.0	1.0	1.0
Office Assistant	0.5	0.5	0.5	0.5	0.5
Total	**2.5**	**2.5**	**2.5**	**3.5**	**3.5**

Expenditure Summary



Expenditures by Expense Type



Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PERSONNEL - WAGES & SALARIES						
REGULAR EMPLOYEES	$238,381	$261,073	$293,659	$228,606	$356,000	$423,000
PART TIME WAGES	$16,484	$21,246	$21,090	$22,999	$28,000	$30,000
OVERTIME PAY	$64	$650	$649	$258	$2,000	$2,000

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
LEAVE CASH OUT	-	-	$4,800	$6,866	$5,200	$3,450
Total PERSONNEL - WAGES & SALARIES	$254,929	$282,969	$320,198	$258,729	$391,200	$458,450
PERSONNEL - BENEFITS						
RETIREMENT	$52,449	$59,175	$70,740	$57,193	$50,507	$96,090
FICA/MEDICARE	$3,959	$4,340	$4,807	$4,008	$5,710	$7,830
STATE UNEMPMNT INS	$604	$555	$679	$647	$706	$706
MEDICAL INSURANCE	$29,848	$31,765	$35,591	$36,949	$39,860	$61,000
DENTAL INSURANCE	$3,326	$3,238	$3,193	$2,935	$2,965	$3,855
VISION INSURANCE	$466	$466	$466	$429	$435	$710
LIFE INSURANCE	$1,296	$1,476	$1,547	$1,264	$2,250	$2,700
BENEFIT CASH OUT	$18,213	$18,305	$16,952	$12,833	$44,160	$26,955
VEHICLE/CELL	$900	$900	$2,220	$2,175	$1,800	$1,800
Total PERSONNEL - BENEFITS	$111,061	$120,220	$136,196	$118,433	$148,393	$201,646
PROFESSIONAL & TECH. SERVICES						
LEGAL NOTICES	$10,993	$10,881	$5,285	$7,747	$8,500	$8,500
TECHNOLOGY SERVICES	$34,625	$44,266	$36,400	$36,400	$38,420	$40,300
OTHER CONTRACTUAL SERVICES	$1,054	$660	$385	$350	$3,150	$3,150
Total PROFESSIONAL & TECH. SERVICES	$46,673	$55,807	$42,070	$44,497	$50,070	$51,950
OTHER SERVICES						
AWARDS & RECOG.	$670	$902	$921	$558	$1,000	$1,000
MTGS/CONF/TRNG	$7,819	$9,765	$9,702	$7,040	$14,700	$14,700
MEMBERSHIP & DUES	$1,020	$2,095	$1,625	$1,780	$2,680	$2,680
ELECTION	-	$55,786	$523	$31,083	-	$57,000
Total OTHER SERVICES	$9,509	$68,548	$12,770	$40,461	$18,380	$75,380
SUPPLIES						
SUPPLIES	$457	$509	$419	$707	$600	$800
PUBLICATIONS	$44	-	$427	$506	$500	$500
OPERATING SUPPLIES	-	$120	$120	$130	-	-
Total SUPPLIES	$501	$629	$965	$1,344	$1,100	$1,300
CONTRACT SERVICES						
CODIFICATION	$1,927	$4,316	$2,063	$2,127	$4,000	$4,000
Total CONTRACT SERVICES	$1,927	$4,316	$2,063	$2,127	$4,000	$4,000
Total Expenditures	**$424,599**	**$532,489**	**$514,263**	**$465,591**	**$613,143**	**$792,726**

City Attorney

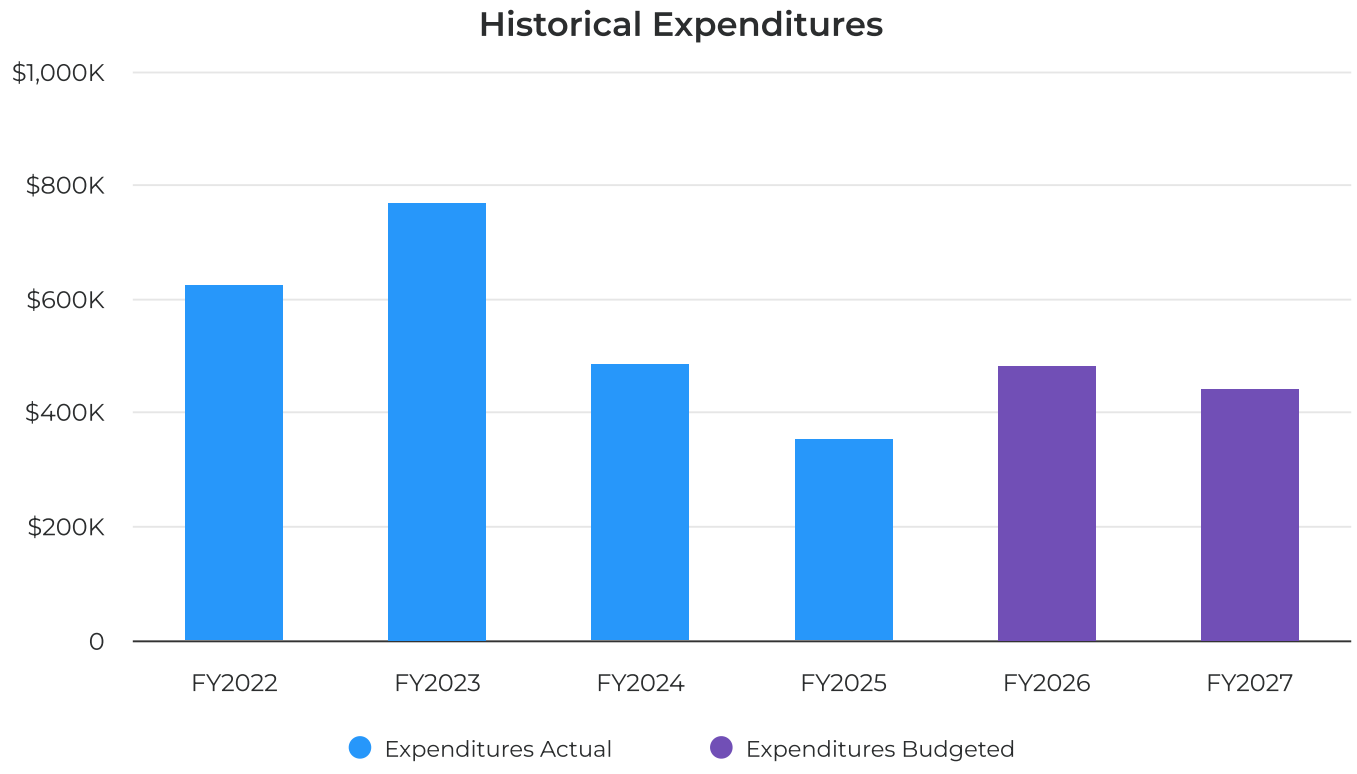
The City Attorney serves as the legal counsel to the City Council, City Manager, and City staff on all legal aspects of municipal operations. Legal services include legal advice and analysis, preparation of legislation including ordinances and resolutions, drafting or review of contracts and agreements, conducting research and supporting the City in litigation, civil and criminal actions, and code enforcement. Other services include keeping the City Council, City Manager, and staff advised of current laws affecting decisions and programs of the City. This service is provided through a contract with the law firm of Best Best & Krieger LLP.

City Attorney operating expenditures include services for contract development and negotiations, code enforcement issues, compliance with NPDES, litigation, employment law, and general guidance on all legal matters.

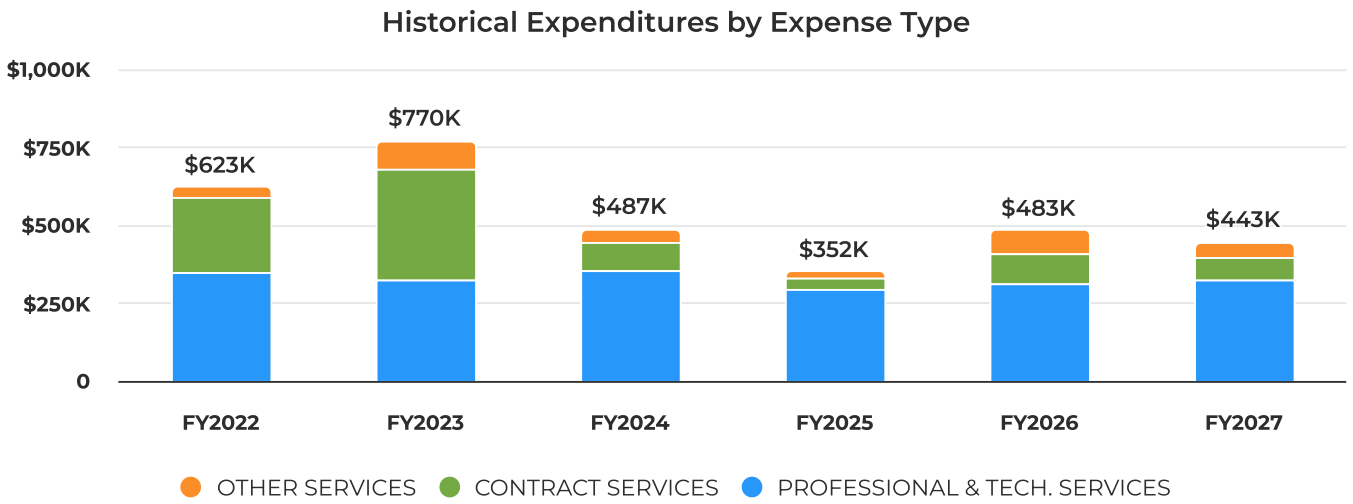
Staff Summary

Legal services are provided through contract services with Best Best, and Krieger, LLP.

Expenditure Summary



Expenditures by Expense Type



Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PROFESSIONAL & TECH. SERVICES						
LEGAL SERVICES	$347,591	$322,367	$349,903	$289,800	$310,000	$319,500
Total PROFESSIONAL & TECH. SERVICES	$347,591	$322,367	$349,903	$289,800	$310,000	$319,500
OTHER SERVICES						
SPECIAL PROJECTS	$34,803	$90,110	$41,376	$25,290	$75,000	$50,000
Total OTHER SERVICES	$34,803	$90,110	$41,376	$25,290	$75,000	$50,000
CONTRACT SERVICES						
NPDES	$743	$1,745	$2,110	$5,955	$5,000	$6,000
GENERAL PLAN	-	-	$23,429	$7,919	$10,000	$10,000
ZONING CODE	$4,470	$5,165	$1,690	$943	$7,500	$7,500
LITIGATION	$235,388	$350,778	$68,040	$22,070	$75,000	$50,000
Total CONTRACT SERVICES	$240,601	$357,687	$95,268	$36,886	$97,500	$73,500
Total Expenditures	**$622,995**	**$770,164**	**$486,548**	**$351,976**	**$482,500**	**$443,000**

Financial Services

The Financial Services Department administers the financial operations of the City through Budgeting, Accounting, Treasury, Purchasing, and Payroll functions. This department is responsible for safeguarding the City's financial assets through prudent internal control policies, providing responsive accounting services within Generally Accepted Accounting Principles, providing strategic and financial planning support, and maintaining budgetary control over all City funds. The Financial Services Department is also responsible for the preparation and administration of the City's annual budget as well as the safety, liquidity, and maximization of the yields of the City's financial resources in accordance with the City's Investment Policy.

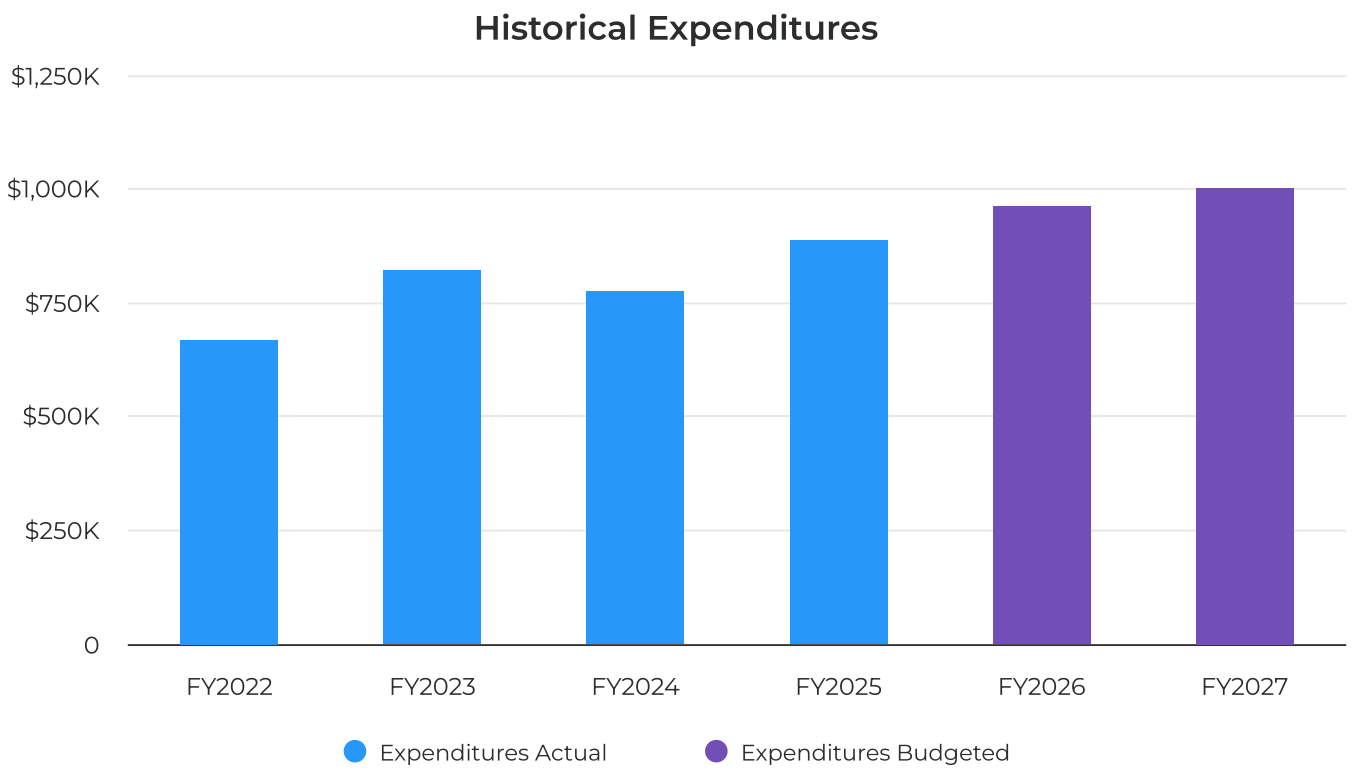
Specific functions include: annual financial report preparation, financial audits, treasury portfolio administration, ledger reconciliation, recordation of City revenues, banking services, accounts payable, accounts receivable, payroll, fixed assets management, budget development, and maintenance of the financial system.

Financial Services' operating costs are primarily comprised of contractual services related to the annual audit and financial review, property and sales tax monitoring, and fiscal analysis and strategic planning. Included are meeting and conference costs related to staff development and technology costs related to payroll services and financial software support.

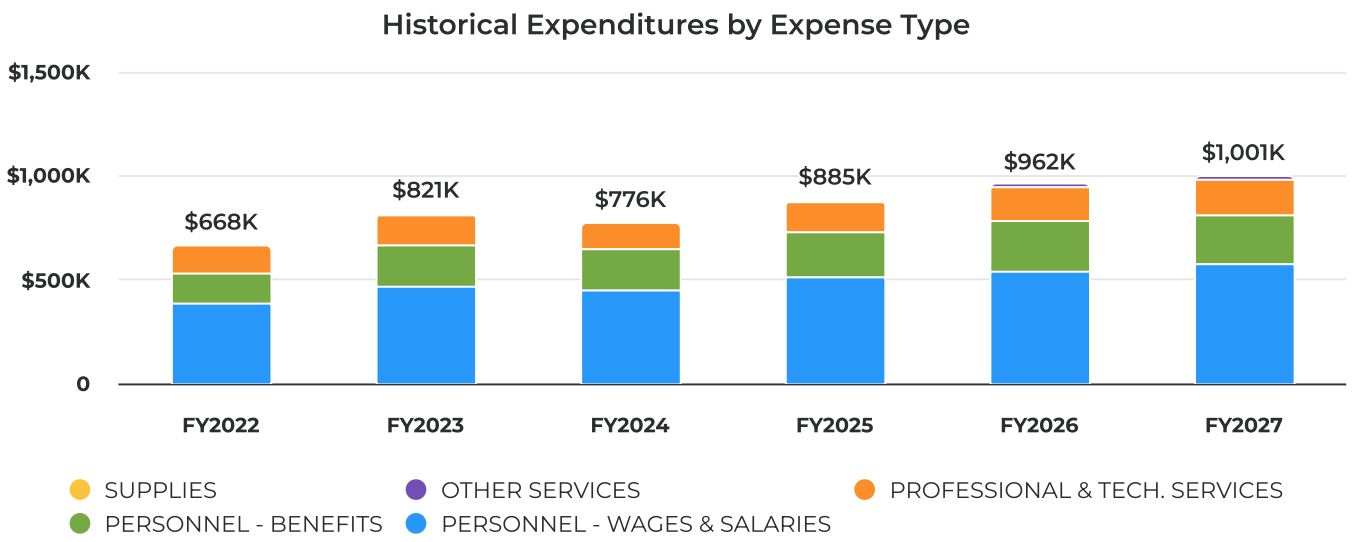
Staff Summary

Authorized Positions (FTE)	2023	2024	2025	2026	2027
Director of Financial Services/City Treasurer	1.0	1.0	1.0	1.0	1.0
Financial Services Manager	-	-	-	-	-
Accounting Supervisor	1.0	1.0	-	-	-
Senior Accountant	-	-	1.0	1.0	1.0
Accountant/Payroll	1.0	1.0	1.0	1.0	1.0
Accounting Technician	1.0	1.0	1.0	1.0	1.0
Office Assistant	0.2	0.2	-	-	-
Total	**4.2**	**4.2**	**4.0**	**4.0**	**4.0**

Expenditure Summary



Expenditures by Expense Type



Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PERSONNEL - WAGES & SALARIES						
REGULAR EMPLOYEES	$332,771	$464,842	$437,524	$491,490	$526,000	$555,000
PART TIME WAGES	$48,393	$972	-	-	-	-
OVERTIME PAY	$1,115	-	$91	-	-	-

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
LEAVE CASH OUT	-	-	$6,479	$15,717	$15,500	$16,050
Total PERSONNEL - WAGES & SALARIES	$382,278	$465,814	$444,093	$507,206	$541,500	$571,050
PERSONNEL - BENEFITS						
RETIREMENT	$54,088	$82,085	$82,500	$96,676	$115,145	$110,645
FICA/MEDICARE	$6,123	$7,469	$7,571	$8,570	$7,900	$9,900
STATE UNEMPMNT INS	$1,103	$735	$644	$644	$705	$705
MEDICAL INSURANCE	$24,381	$39,227	$15,524	$17,039	$21,760	$24,500
DENTAL INSURANCE	$2,707	$3,673	$1,165	$560	$560	$560
VISION INSURANCE	$398	$421	$122	$92	$95	$95
LIFE INSURANCE	$1,882	$2,650	$2,382	$2,644	$2,960	$3,500
FLEX BENEFITS	$1,163	$1,578	-	-	-	-
BENEFIT CASH OUT	$57,487	$57,494	$86,827	$92,955	$89,415	$87,900
VEHICLE/CELL	$1,200	$1,575	$900	$900	$900	$900
Total PERSONNEL - BENEFITS	$150,532	$196,909	$197,636	$220,080	$239,440	$238,705
PROFESSIONAL & TECH. SERVICES						
PROFESSIONAL SERVICES	$82,072	$101,761	$93,518	$103,282	$101,545	$109,700
TECHNOLOGY SERVICES	$22,325	$17,981	$19,163	$26,568	$39,640	$41,325
OTHER CONTRACTUAL SERVICES	$26,435	$26,734	$17,842	$14,760	$18,160	$18,320
Total PROFESSIONAL & TECH. SERVICES	$130,832	$146,475	$130,523	$144,609	$159,345	$169,345
OTHER SERVICES						
POSTAGE	-	$5	$73	$10	$250	$250
PRINTING	-	$1,448	$301	-	$500	$500
MTGS/CONF/TRNG	$2,413	$3,551	$2,597	$3,321	$8,960	$8,960
MEMBERSHIP & DUES	$675	$950	$535	$1,130	$1,580	$1,580
SUBSCRIPTION FINANCING PRINCIPAL	-	$5,067	-	$8,544	$8,325	$8,850
SUBSCRIPTION FINANCING INTEREST	-	$76	-	$56	$535	$280
Total OTHER SERVICES	$3,088	$11,097	$3,506	$13,061	$20,150	$20,420
SUPPLIES						
SUPPLIES	$831	$898	$314	$389	$1,500	$1,500
PUBLICATIONS	$20	-	-	-	$205	$205
Total SUPPLIES	$851	$898	$314	$389	$1,705	$1,705
Total Expenditures	**$667,581**	**$821,193**	**$776,072**	**$885,345**	**$962,140**	**$1,001,225**

Information Technology

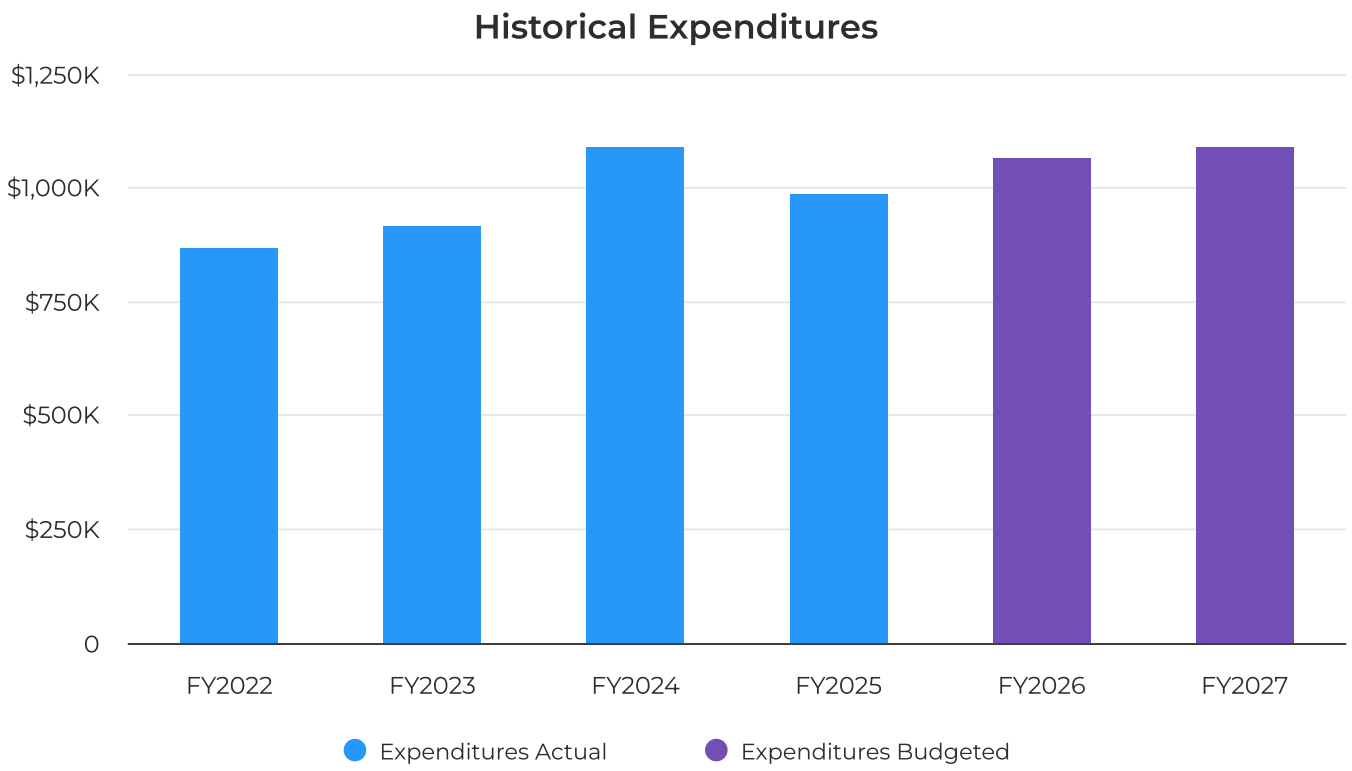
The Information Technology (IT) Department plays a vital role in managing the City's digital infrastructure, encompassing enterprise platforms, network architecture, cybersecurity, and cloud integration. IT delivers a full suite of technology services designed to support and enhance operations across all departments, including Geographic Information Systems (GIS), telecommunication systems, and critical enterprise applications. By closely aligning with the City's priorities, the IT Department ensures the seamless performance and reliability of all technology-driven services.

IT's operating expenses include contract services for the implementation of Assets and Land Management software, ongoing GIS support, IT security, hardware purchases, licenses, and hardware and software support.

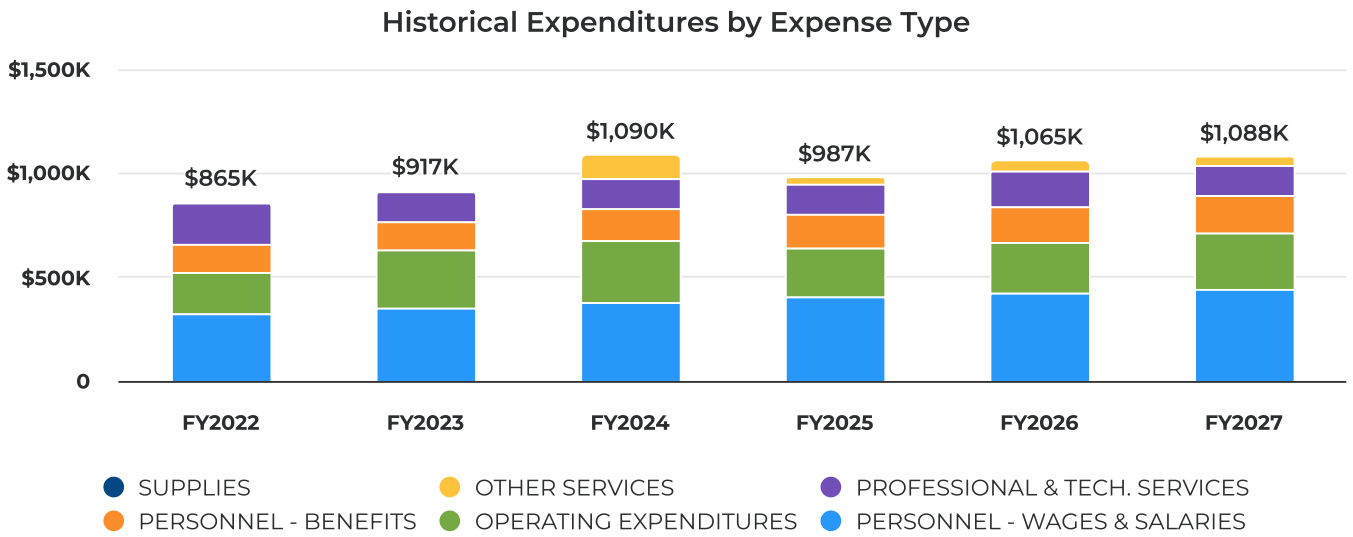
Staff Summary

Authorized Positions (FTE)	2023	2024	2025	2026	2027
Information Technology Manager	1.0	1.0	1.0	1.0	1.0
Systems Administrator	1.0	1.0	1.0	1.0	1.0
IT Analyst	1.0	1.0	1.0	1.0	1.0
Total	**3.0**	**3.0**	**3.0**	**3.0**	**3.0**

Expenditure Summary



Expenditures by Expense Type



Expenditures by Expense Type

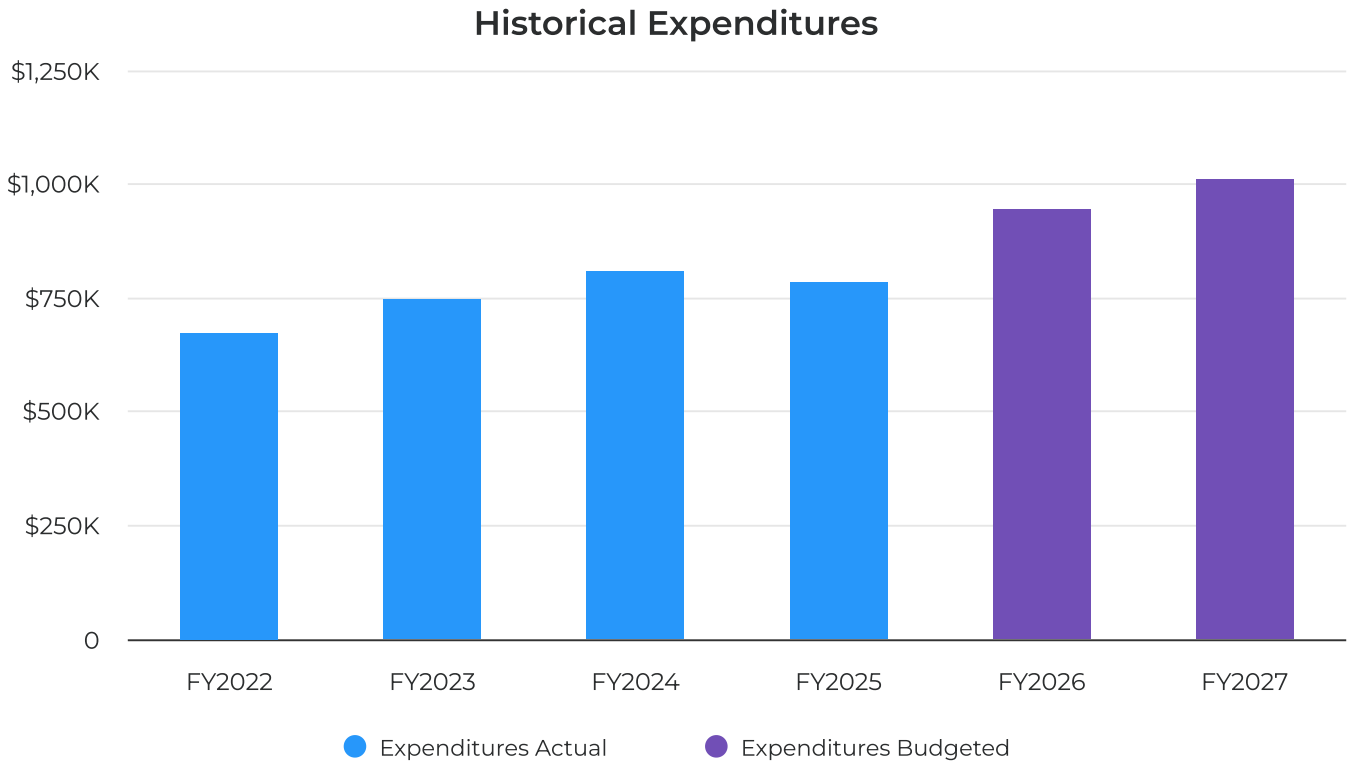
Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PERSONNEL - WAGES & SALARIES						
REGULAR EMPLOYEES	$316,728	$344,465	$368,477	$392,275	$414,000	$432,000
PART TIME WAGES	$198	-	-	-	-	-
LEAVE CASH OUT	-	-	$6,623	$6,808	$9,500	$9,800
Total PERSONNEL - WAGES & SALARIES	$316,925	$344,465	$375,100	$399,084	$423,500	$441,800
PERSONNEL - BENEFITS						
RETIREMENT	$51,193	$50,844	$58,144	$65,394	$75,857	$76,080
FICA/MEDICARE	$4,989	$5,376	$5,805	$6,249	$6,200	$7,620
STATE UNEMPMNT INS	$441	$588	$483	$483	$530	$530
MEDICAL INSURANCE	$42,026	$45,271	$49,248	$54,067	$55,720	$60,000
DENTAL INSURANCE	$4,177	$4,213	$4,592	$4,810	$4,810	$3,855
VISION INSURANCE	$580	$557	$535	$535	$535	$535
LIFE INSURANCE	$1,750	$1,870	$2,158	$2,286	$2,600	$2,700
BENEFIT CASH OUT	$28,848	$26,137	$29,404	$28,854	$28,810	$28,105
VEHICLE/CELL	$2,625	$2,614	$2,700	$2,700	$2,700	$2,700
Total PERSONNEL - BENEFITS	$136,629	$137,471	$153,070	$165,377	$177,762	$182,125
PROFESSIONAL & TECH. SERVICES						
PROFESSIONAL SERVICES	$81,490	$24,748	$32,170	$27,610	$40,000	$30,000
TECHNOLOGY SERVICES	$116,657	$119,011	$112,917	$111,535	$132,281	$111,821
Total PROFESSIONAL & TECH. SERVICES	$198,147	$143,759	$145,087	$139,145	$172,281	$141,821
OPERATING EXPENDITURES						
COMPUTER EXPENSE	$204,361	$283,664	$295,794	$237,063	$236,222	$266,867
Total OPERATING EXPENDITURES	$204,361	$283,664	$295,794	$237,063	$236,222	$266,867
OTHER SERVICES						

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
MTGS/CONF/TRNG	$7,691	$4,134	$7,212	$8,767	$10,500	$10,500
MEMBERSHIP AND DUES	$490	$2,468	-	-	$1,060	$1,060
SUBSCRIPTION FINANCING PRINCIPAL	-	-	$111,883	$35,321	$34,456	$34,456
SUBSCRIPTION FINANCING INTEREST	-	-	$473	$110	$2,039	$2,039
Total OTHER SERVICES	$8,181	$6,602	$119,569	$44,199	$48,055	$48,055
SUPPLIES						
SUPPLIES	$653	$884	$1,331	$1,452	$6,500	$6,500
PUBLICATIONS	-	$319	$549	$240	$500	$500
OPERATING SUPPLIES	-	$32	-	-	-	-
MINOR EQUIPMENT	$62	-	-	-	$500	$500
Total SUPPLIES	$715	$1,234	$1,880	$1,692	$7,500	$7,500
Total Expenditures	**$864,958**	**$917,195**	**$1,090,498**	**$986,561**	**$1,065,320**	**$1,088,168**

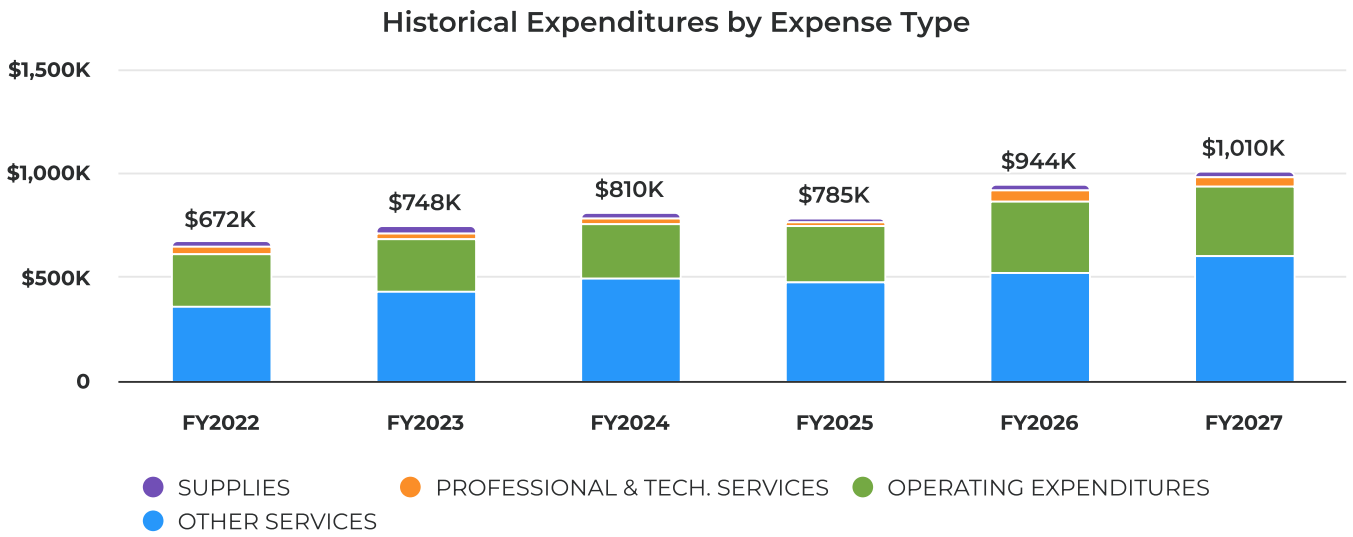
Central Services - Non-Departmental

The Central Services, or Non-Departmental, budget provide for the accounting of expenditures that are essential to the operation of the City that do not fall within the jurisdiction of any single department. Expenditures included in this budget are costs for the maintenance of City Hall and Vista Park, which includes utilities, building and grounds maintenance, janitorial services, and landscaping. In addition, website services, dissemination of public information, and the City's insurance premiums for general liability, worker's compensation, crime, property, and pollution, are also included. Lastly, City memberships to the League of California Cities (LOCC), Southern California Association of Governments (SCAG), Association of California Cities Orange County (ACCOC), Orange County Council of Governments (OCCOG), and Local Agency Formation Commission of Orange County (LAFCO), are funded through Central Services.

Expenditure Summary



Expenditures by Expense Type



Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PROFESSIONAL & TECH. SERVICES						
PROFESSIONAL SERVICES	$18,065	$19,227	$10,589	$4,317	$12,000	$12,000
WEBSITE SERVICES	$5,470	$5,595	$6,937	$12,569	$11,140	$12,500
PROFESSIONAL SERVICES	$5,791	-	$7,965	-	$27,000	$17,000
Total PROFESSIONAL & TECH. SERVICES	$29,326	$24,822	$25,490	$16,886	$50,140	$41,500
OPERATING EXPENDITURES						
EQUIPMENT RENTAL	$4,965	$4,257	$4,301	$3,495	$8,525	$6,325
EQUIP RENTAL LEASE - PRINCIPAL	$8,625	$8,682	$7,129	$7,408	$7,610	$7,610
BLDG & GROUNDS	$34,357	$27,446	$53,849	$55,059	$57,101	$57,109
RENT	$14,034	$15,065	$11,282	$11,316	$13,230	$13,980
UTILITIES	$85,274	$92,415	$91,741	$85,511	$112,000	$110,000
BLDG & GROUNDS	$105,955	$107,806	$100,389	$109,121	$143,455	$143,115
Total OPERATING EXPENDITURES	$253,210	$255,672	$268,692	$271,910	$341,921	$338,139
OTHER SERVICES						
POSTAGE	$1,852	$3,763	$4,307	$3,081	$5,000	$5,000
PRINTING	$4,404	$5,184	$5,027	$2,558	$11,460	$11,460
FUEL	$3,734	$6,434	$7,564	$5,859	$7,000	$7,000
VEHICLE MAINTENANCE	$1,108	$3,660	$1,689	$3,144	$3,000	$3,000
MTGS/CONF/TRNG	-	$243	-	-	-	-
MEMBERSHIP & DUES	$47,869	$53,291	$55,210	$58,014	$63,000	$61,115
INSURANCE EXPENSES	$282,261	$330,395	$403,928	$389,281	$415,000	$493,760
INTEREST EXPENSE - LEASE	$137	$75	$168	$909	$725	$725
COMMUNITY BRANDING	$16,888	$25,226	$9,920	$10,263	$16,500	$17,000
TAXES/FEES/PERMITS	$1,923	$999	$1,052	$1,099	$850	$1,200

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Total OTHER SERVICES	$360,176	$429,271	$488,865	$474,209	$522,535	$600,260
SUPPLIES						
SUPPLIES	$13,268	$10,940	$11,431	$6,247	$14,900	$11,900
OPERATING SUPPLIES	$15,675	$13,456	$15,515	$15,606	$14,881	$17,781
MINOR EQUIPMENT	-	$13,994	-	-	-	-
Total SUPPLIES	$28,943	$38,390	$26,945	$21,854	$29,781	$29,681
Total Expenditures	**$671,655**	**$748,155**	**$809,992**	**$784,859**	**$944,377**	**$1,009,580**

Community and Economic Development

The Community and Economic Development Department is dedicated to coordinating and monitoring the growth and development of the City through both long and short-term planning. The Department is comprised of four divisions:

- Planning
- Building and Safety
- Code Enforcement
- Economic Development

The Planning Division implements the vision of the City Council by drafting and maintaining the General Plan and Zoning Code. The Department prepares and administers ordinances, reviews projects for compliance with guidelines and agreements, ensures environmental review in compliance with CEQA guidelines, and provides technical support to the City Council. Operating costs include contract services for General Plan and other state-mandated updates, permitting software, and grant administration.

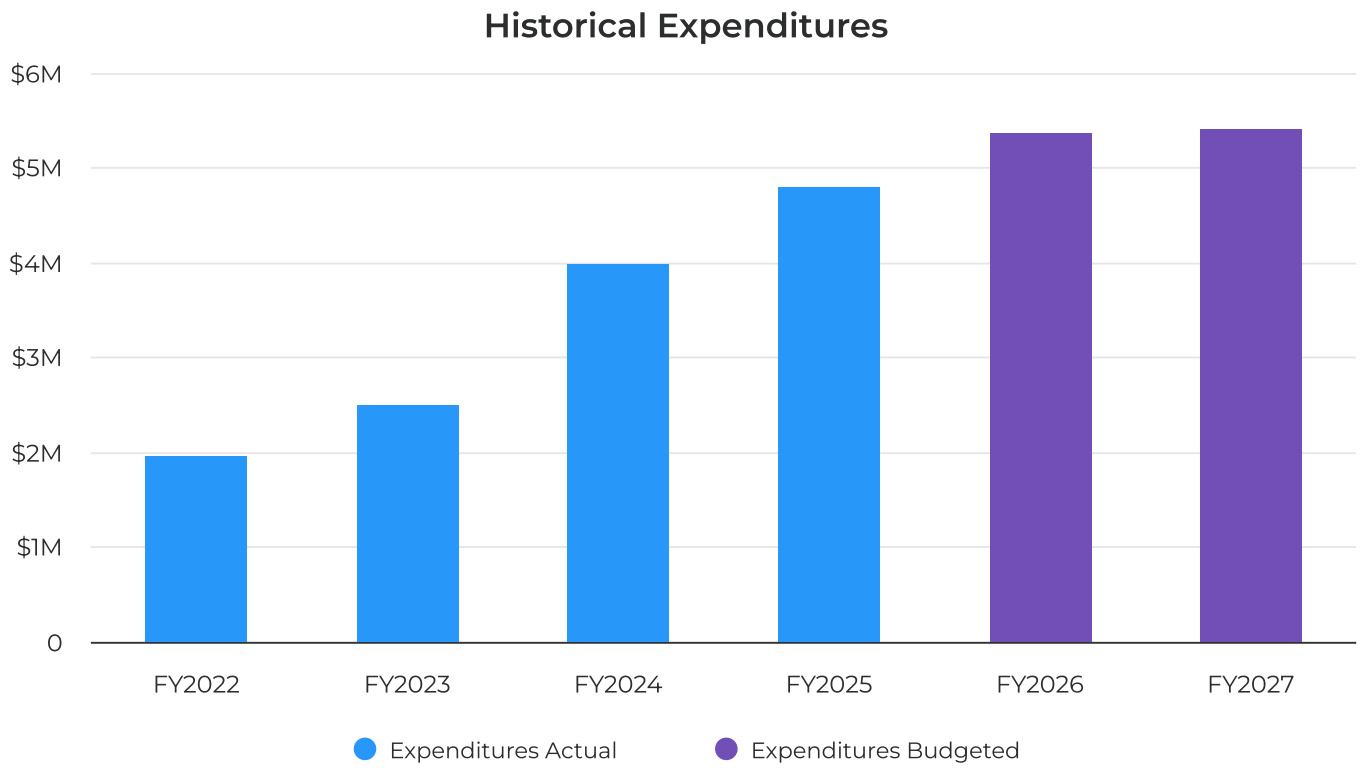
The Building and Safety Division coordinates and enforces building and housing regulations established by State and Local requirements. Residents may obtain building permits, seek answers to building and safety issues, and obtain copies of building plans. Operating costs include contract services for building inspections and plan checks. The Code Enforcement Division investigates complaints and enforces regulations regarding zoning, signage, public nuisance, noise, and other City codes. The division aims to achieve voluntary compliance with City Ordinances to ensure the health and welfare of City residents. Operating costs include contract services for code enforcement, task force for street vending, and self-storage rental for confiscated items.

The Economic Development Division promotes investment in the City of Aliso Viejo, focusing on attracting new businesses, promoting existing businesses, and developing connections between the public and private sectors. The Division acts as a business liaison, promotes City initiatives, and develops economic tools for the business community. Operating costs for Economic Development include marketing, business recognition and retention programs, memberships to local business organizations, and appropriations associated with the sales tax sharing agreement with EFuels, LLC and Hunt and Sons, LLC.

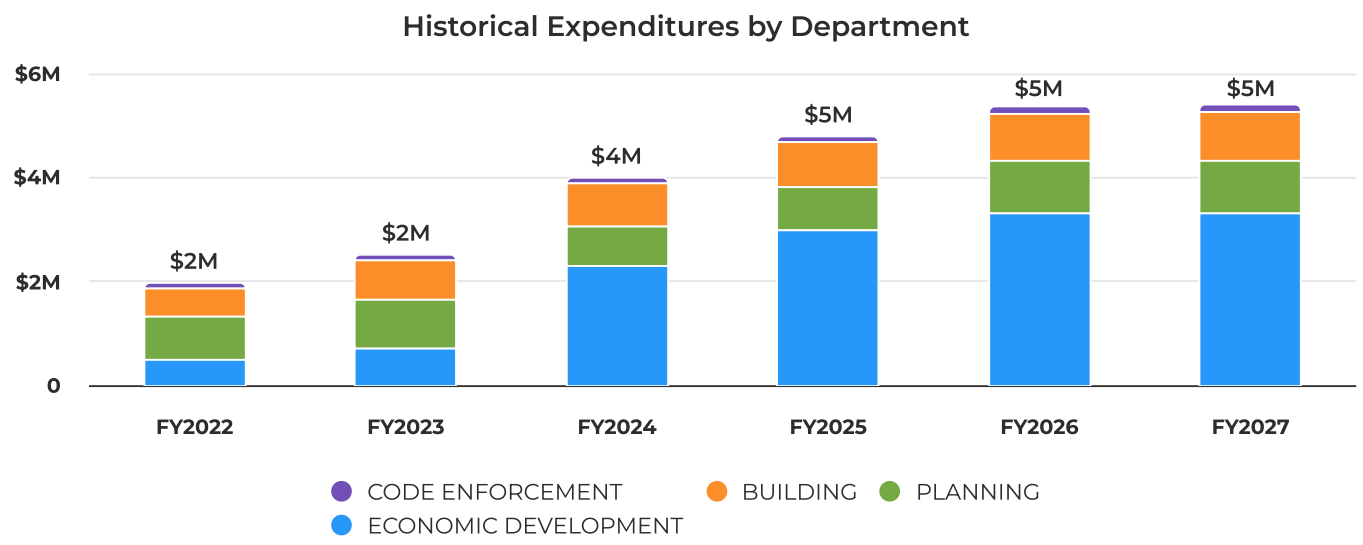
Staff Summary

Authorized Positions (FTE)	2023	2024	2025	2026	2027
Director of Community Development	1.0	1.0	1.0	1.0	1.0
Senior Planner	2.0	1.0	1.0	1.0	1.0
Assistant Planner	1.0	1.0	1.0	1.0	1.0
Planning Technician	-	-			
Planning Aide	1.0	-	-	-	-
Administrative Secretary	-	-	-	-	-
Permit Technician	1.0	2.0	2.0	2.0	2.0
Total	**6.0**	**5.0**	**5.0**	**5.0**	**5.0**

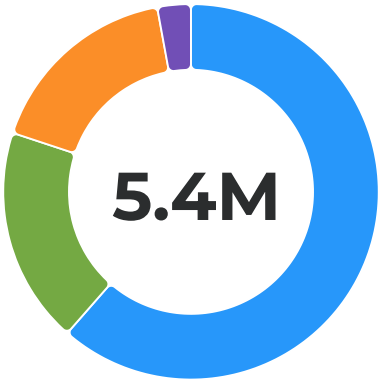
Expenditure Summary



Expenditures by Department



FY27 Expenditures by Department



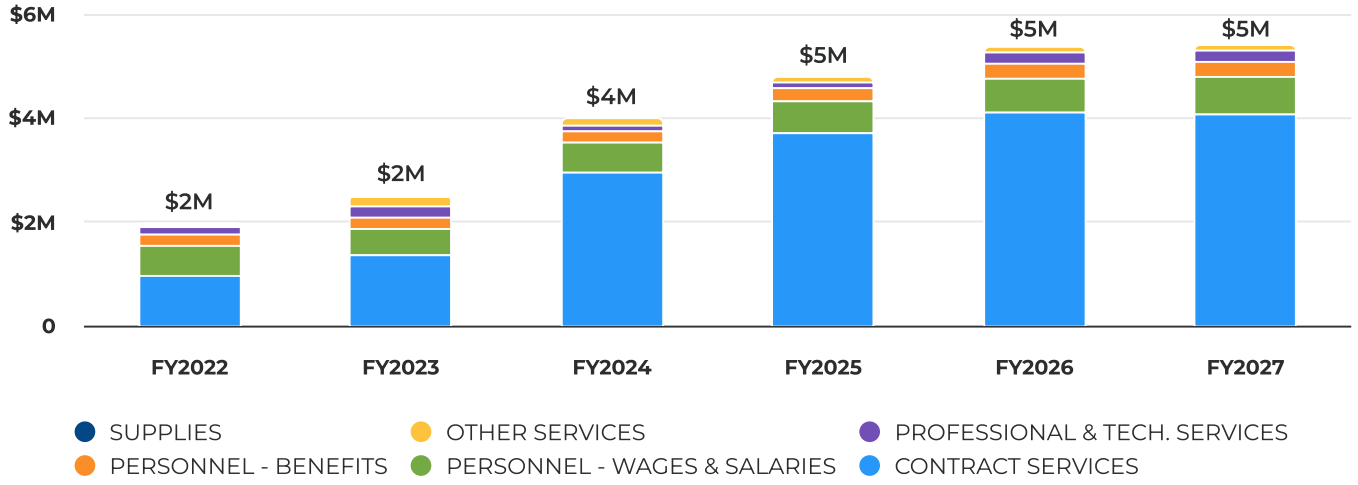
ECONOMIC DEVELOPMENT	**$3,320,500**	61.45%
PLANNING	**$1,006,515**	18.63%
BUILDING	**$920,960**	17.04%
CODE ENFORCEMENT	**$155,600**	2.88%

Expenditures by Department

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PLANNING	$821,285	$916,187	$751,630	$822,379	$987,967	$1,006,515
BUILDING	$565,536	$769,902	$827,552	$865,223	$909,531	$920,960
CODE ENFORCEMENT	$84,369	$91,801	$111,242	$104,012	$155,200	$155,600
ECONOMIC DEVELOPMENT	$481,443	$717,707	$2,292,371	$2,993,575	$3,321,200	$3,320,500
Total Expenditures	**$1,952,632**	**$2,495,596**	**$3,982,795**	**$4,785,189**	**$5,373,898**	**$5,403,575**

Expenditures by Expense Type

Historical Expenditures by Expense Type



Expenditures by Expense Type

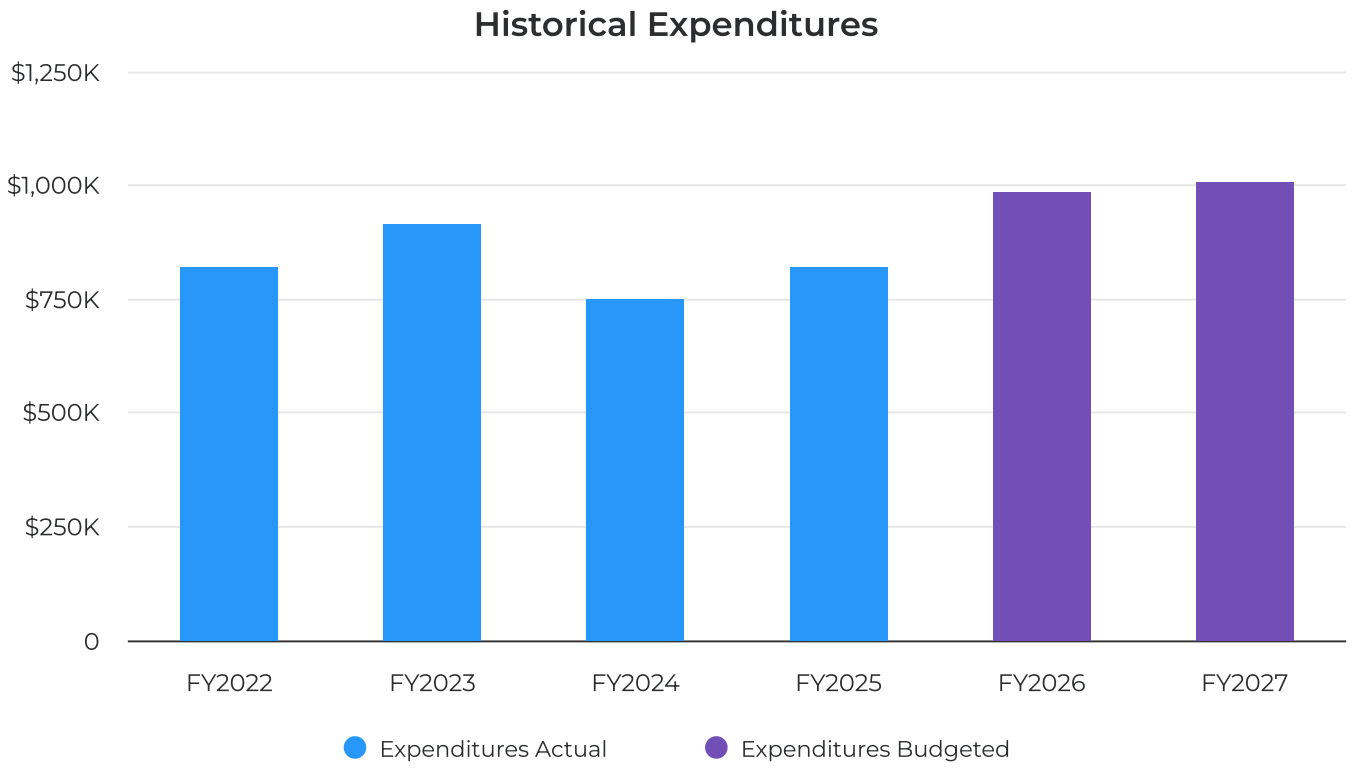
Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PERSONNEL - WAGES & SALARIES	$590,201	$496,902	$575,382	$633,959	$675,550	$708,150
PERSONNEL - BENEFITS	$221,525	$199,652	$232,354	$249,324	$269,473	$277,340

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PROFESSIONAL & TECH. SERVICES	$138,248	$245,509	$87,057	$88,934	$219,575	$216,975
OTHER SERVICES	$42,426	$182,474	$146,737	$112,467	$111,600	$118,010
SUPPLIES	$1,791	$1,820	$1,382	$5,233	$7,900	$7,900
CONTRACT SERVICES	$958,440	$1,369,240	$2,939,883	$3,695,272	$4,089,800	$4,075,200
Total Expenditures	**$1,952,632**	**$2,495,596**	**$3,982,795**	**$4,785,189**	**$5,373,898**	**$5,403,575**

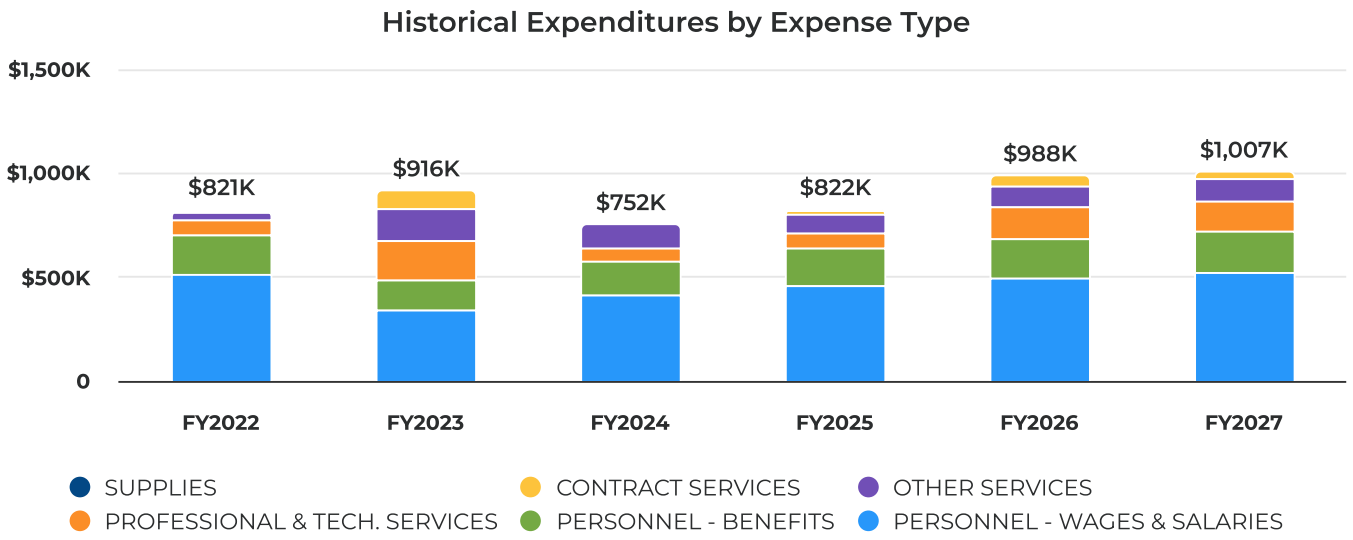
Planning

The Planning Division implements the vision of the City Council by drafting and maintaining the General Plan and Zoning Code. The Department prepares and administers ordinances, reviews projects for compliance with guidelines and agreements, ensures environmental review in compliance with CEQA guidelines, and provides technical support to the City Council. Operating costs include contract services for General Plan and other state-mandated updates, permitting software, and grant administration.

Expenditure Summary



Expenditures by Expense Type



Expenditures by Expense Type

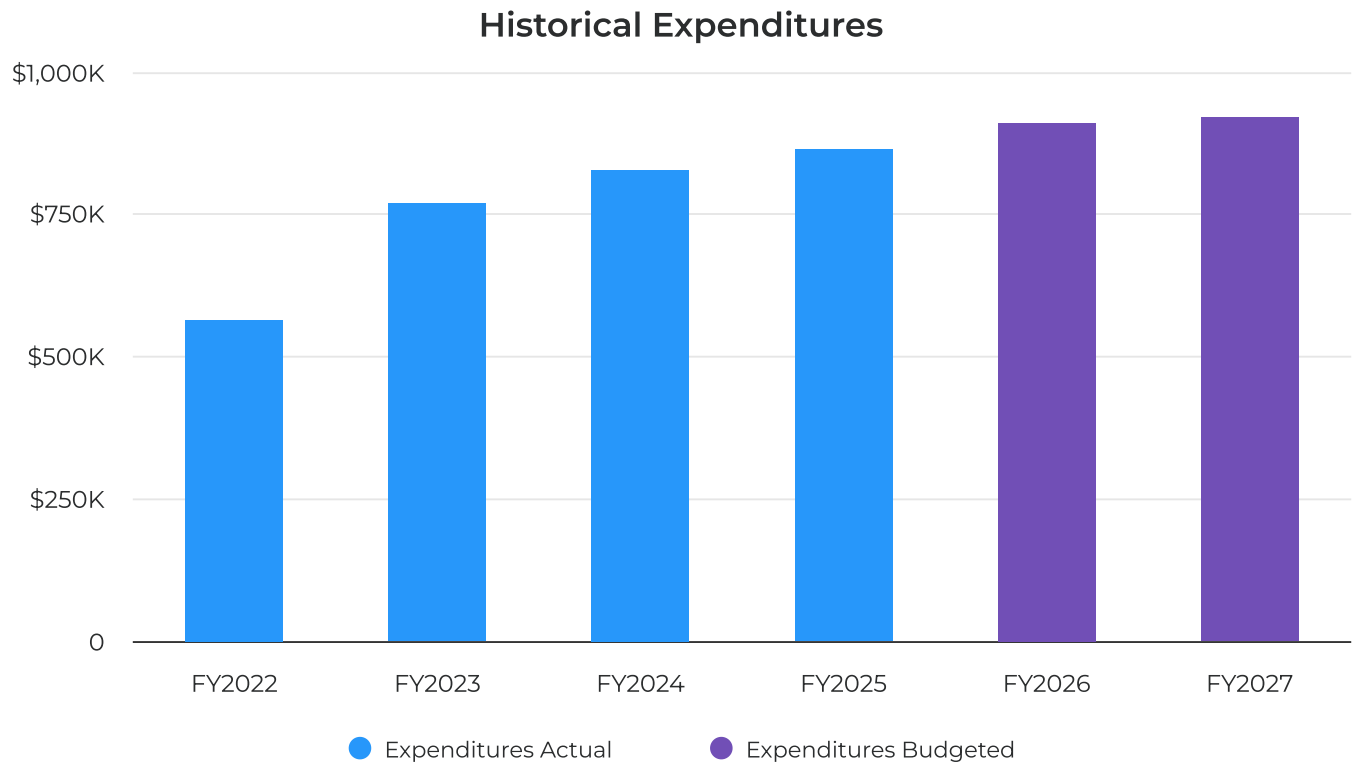
Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PERSONNEL - WAGES & SALARIES						
REGULAR EMPLOYEES	$487,768	$331,999	$407,774	$444,498	$479,500	$498,000
PART TIME WAGES	$24,975	$9,351	-	-	-	-
LEAVE CASH OUT	-	-	$1,969	$12,901	$9,250	$19,150
Total PERSONNEL - WAGES & SALARIES	$512,743	$341,350	$409,742	$457,399	$488,750	$517,150
PERSONNEL - BENEFITS						
RETIREMENT	$79,570	$61,773	$67,298	$78,311	$95,107	$92,680
FICA/MEDICARE	$7,678	$5,854	$6,925	$7,351	$7,150	$8,700
STATE UNEMPMNT INS	$865	$695	$483	$483	$530	$530
MEDICAL INSURANCE	$70,710	$8,508	$11,679	$29,466	$41,795	$44,000
DENTAL INSURANCE	$4,008	$2,765	$2,964	$2,964	$2,965	$3,470
VISION INSURANCE	$568	$408	$446	$446	$450	$470
LIFE INSURANCE	$2,534	$1,773	$2,295	$2,384	$2,700	$3,100
BENEFIT CASH OUT	$21,048	$57,315	$68,262	$54,219	$44,145	$43,530
VEHICLE/CELL	$750	$750	$900	$900	$900	$900
Total PERSONNEL - BENEFITS	$187,731	$139,841	$161,253	$176,526	$195,742	$197,380
PROFESSIONAL & TECH. SERVICES						
PLANNING TECHNOLOGY SERVICES	-	-	$7,210	$30,919	$52,975	$56,475
OTHER CONTRACTUAL SERVICES	$74,472	$189,042	$63,168	$43,770	$100,400	$95,000
Total PROFESSIONAL & TECH. SERVICES	$74,472	$189,042	$70,378	$74,690	$153,375	$151,475
OTHER SERVICES						
PRINTING	$87	$508	$1,410	$1,969	$2,500	$5,000
MTGS/CONF/TRNG	$822	$2,261	$11,496	$11,414	$14,500	$14,500
MEMBERSHIP & DUES	$1,707	$1,904	$1,414	$1,659	$2,500	$2,500
SPECIAL PROJECTS	$30,642	$86,983	$31,285	-	$100	$100

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
SUBSCRIPTION FINANCING PRINCIPAL	-	$62,655	$58,031	$71,784	$78,000	$72,000
SUBSCRIPTION FINANCING INTEREST	-	$1,997	$6,621	$1,568	-	$8,910
Total OTHER SERVICES	$33,258	$156,308	$110,257	$88,395	$97,600	$103,010
SUPPLIES						
SUPPLIES	$677	$118	-	$2,500	$2,500	$2,500
PUBLICATIONS	$99	-	-	-	-	-
Total SUPPLIES	$776	$118	-	$2,500	$2,500	$2,500
CONTRACT SERVICES						
GENERAL PLAN	$12,305	-	-	$22,870	$50,000	$35,000
C.S-PLANNING	-	$89,529	-	-	-	-
Total CONTRACT SERVICES	$12,305	$89,529	-	$22,870	$50,000	$35,000
Total Expenditures	**$821,285**	**$916,187**	**$751,630**	**$822,379**	**$987,967**	**$1,006,515**

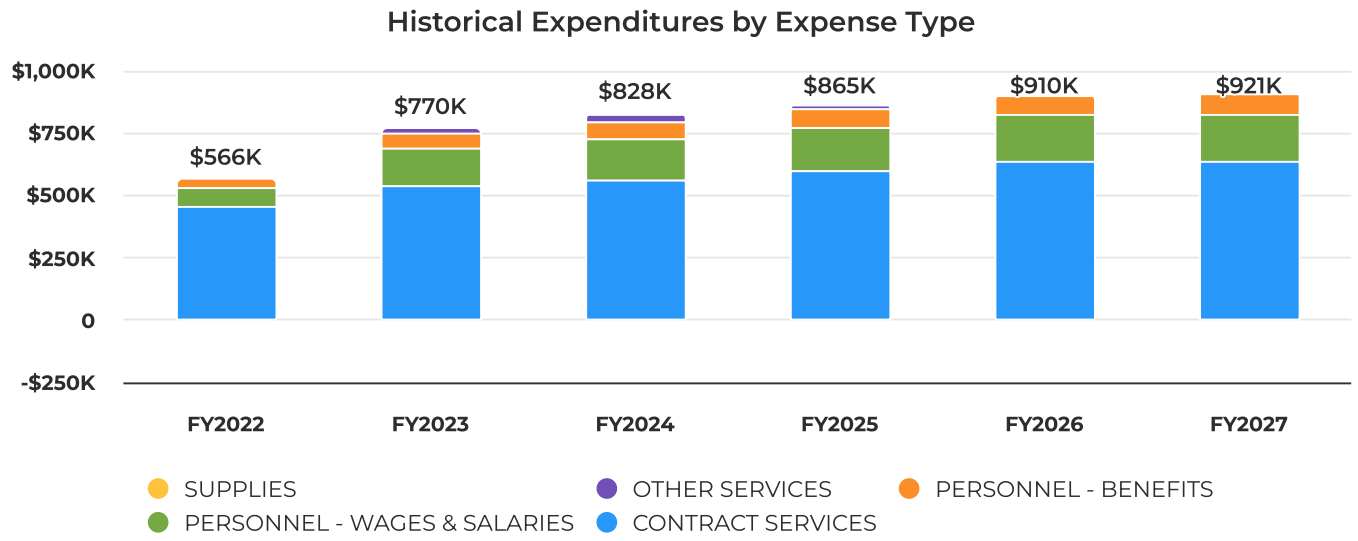
Building and Safety

The Building and Safety Division coordinates and enforces building and housing regulations established by State and Local requirements. Residents may obtain building permits, seek answers to building and safety issues, and obtain copies of building plans. Operating costs include contract services for building inspections and plan checks.

Expenditure Summary



Expenditures by Expense Type



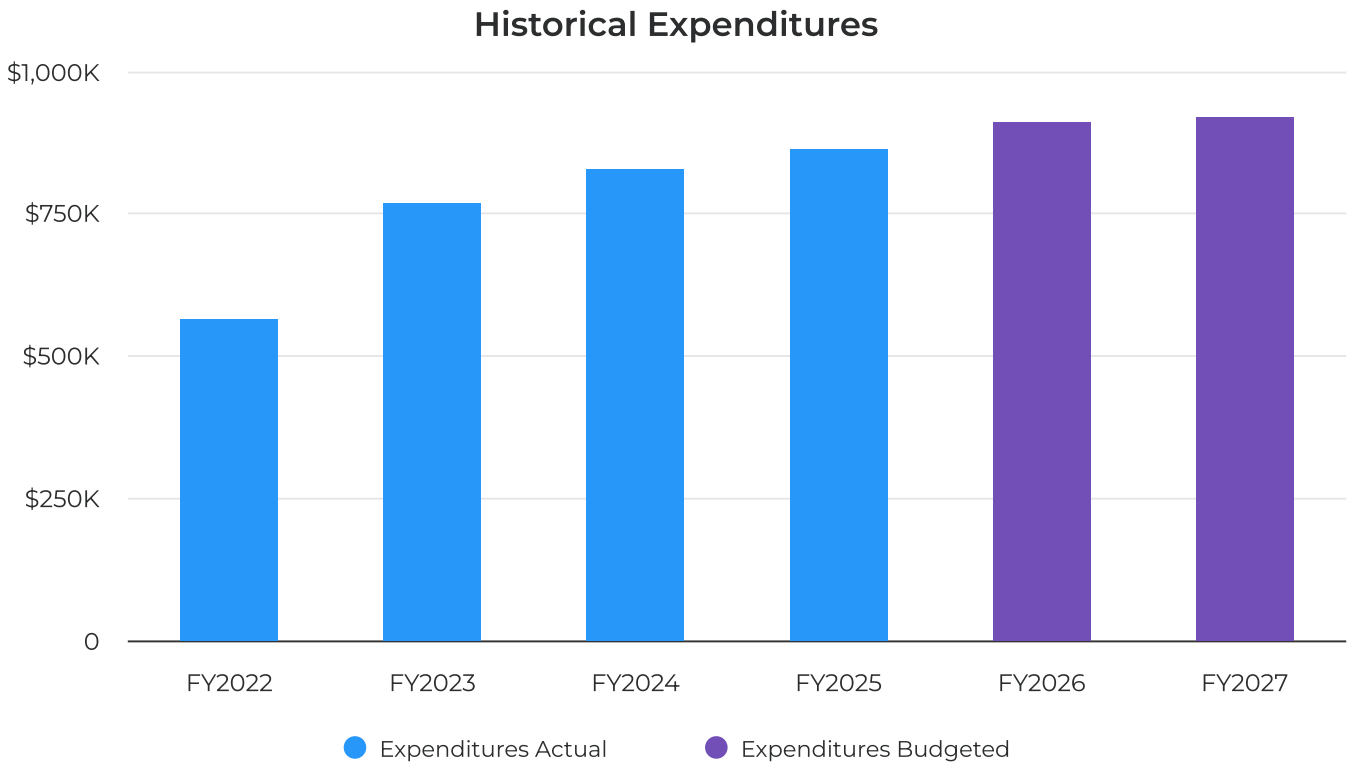
Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PERSONNEL - WAGES & SALARIES						
REGULAR EMPLOYEES	$77,459	$155,552	$165,639	$176,560	$185,000	$191,000
LEAVE CASH OUT	-	-	-	-	$1,800	-
Total PERSONNEL - WAGES & SALARIES	$77,459	$155,552	$165,639	$176,560	$186,800	$191,000
PERSONNEL - BENEFITS						
RETIREMENT	$6,079	$10,966	$12,854	$14,334	$15,671	$21,005
FICA/MEDICARE	$1,213	$2,663	$3,183	$3,341	$2,750	$3,600
STATE UNEMPMNT INS	$147	$588	$322	$322	$355	$355
MEDICAL INSURANCE	$16,898	$18,498	-	-	-	-
DENTAL INSURANCE	$2,505	$2,037	-	-	-	-
VISION INSURANCE	$354	$295	-	-	-	-
LIFE INSURANCE	$428	$787	$989	$1,051	$1,200	$1,250
BENEFIT CASH OUT	$6,170	$23,977	$53,753	$53,750	$53,755	$53,750
Total PERSONNEL - BENEFITS	$33,793	$59,811	$71,101	$72,798	$73,731	$79,960
OTHER SERVICES						
PRINTING	$15,003	$12,396	$16,863	$17,100	$5,500	$5,500
MTGS/CONF/TRNG	$175	-	$1,836	$1,000	$3,500	$3,500
TAXES/FEES/PERMITS	-$15,810	$8,202	$12,781	$973	-	$1,000
Total OTHER SERVICES	-$632	$20,598	$31,480	$19,073	$9,000	$10,000
SUPPLIES						
SUPPLIES	$1,016	$621	$1,113	$2,002	-	-
OPERATING SUPPLIES	-	-	$79	$500	$5,000	$5,000
Total SUPPLIES	$1,016	$621	$1,192	$2,502	$5,000	$5,000
CONTRACT SERVICES						
C.S-BUILDING	$453,900	$533,319	$558,140	$594,290	$635,000	$635,000
Total CONTRACT SERVICES	$453,900	$533,319	$558,140	$594,290	$635,000	$635,000
Total Expenditures	**$565,536**	**$769,902**	**$827,552**	**$865,223**	**$909,531**	**$920,960**

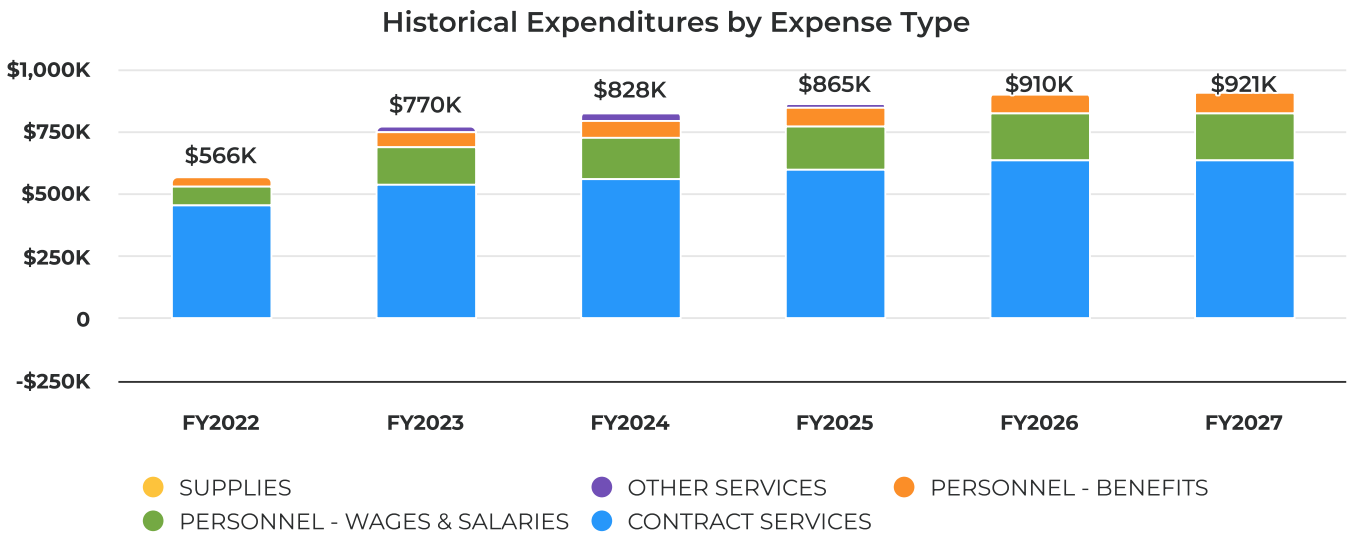
Building and Safety

The Code Enforcement Division investigates complaints and enforces regulations regarding zoning, signage, public nuisance, noise, and other City codes. The division aims to achieve voluntary compliance with City Ordinances to ensure the health and welfare of City residents. Operating costs include contract services for code enforcement, task force for street vending, and self-storage rental for confiscated items. Code Enforcement services are provided through contract.

Expenditure Summary



Expenditures by Expense Type



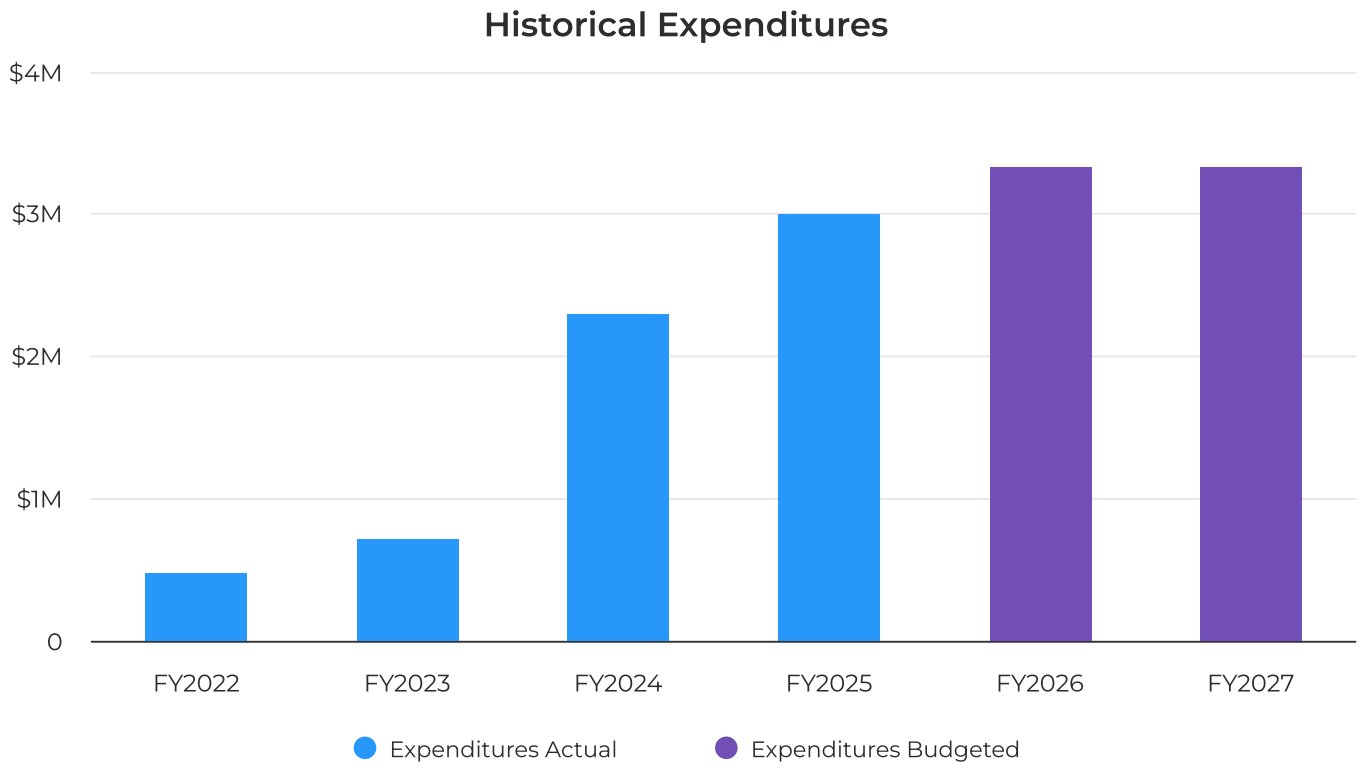
Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PERSONNEL - WAGES & SALARIES						
REGULAR EMPLOYEES	$77,459	$155,552	$165,639	$176,560	$185,000	$191,000
LEAVE CASH OUT	-	-	-	-	$1,800	-
Total PERSONNEL - WAGES & SALARIES	$77,459	$155,552	$165,639	$176,560	$186,800	$191,000
PERSONNEL - BENEFITS						
RETIREMENT	$6,079	$10,966	$12,854	$14,334	$15,671	$21,005
FICA/MEDICARE	$1,213	$2,663	$3,183	$3,341	$2,750	$3,600
STATE UNEMPMNT INS	$147	$588	$322	$322	$355	$355
MEDICAL INSURANCE	$16,898	$18,498	-	-	-	-
DENTAL INSURANCE	$2,505	$2,037	-	-	-	-
VISION INSURANCE	$354	$295	-	-	-	-
LIFE INSURANCE	$428	$787	$989	$1,051	$1,200	$1,250
BENEFIT CASH OUT	$6,170	$23,977	$53,753	$53,750	$53,755	$53,750
Total PERSONNEL - BENEFITS	$33,793	$59,811	$71,101	$72,798	$73,731	$79,960
OTHER SERVICES						
PRINTING	$15,003	$12,396	$16,863	$17,100	$5,500	$5,500
MTGS/CONF/TRNG	$175	-	$1,836	$1,000	$3,500	$3,500
TAXES/FEES/PERMITS	-$15,810	$8,202	$12,781	$973	-	$1,000
Total OTHER SERVICES	-$632	$20,598	$31,480	$19,073	$9,000	$10,000
SUPPLIES						
SUPPLIES	$1,016	$621	$1,113	$2,002	-	-
OPERATING SUPPLIES	-	-	$79	$500	$5,000	$5,000
Total SUPPLIES	$1,016	$621	$1,192	$2,502	$5,000	$5,000
CONTRACT SERVICES						
C.S-BUILDING	$453,900	$533,319	$558,140	$594,290	$635,000	$635,000
Total CONTRACT SERVICES	$453,900	$533,319	$558,140	$594,290	$635,000	$635,000
Total Expenditures	**$565,536**	**$769,902**	**$827,552**	**$865,223**	**$909,531**	**$920,960**

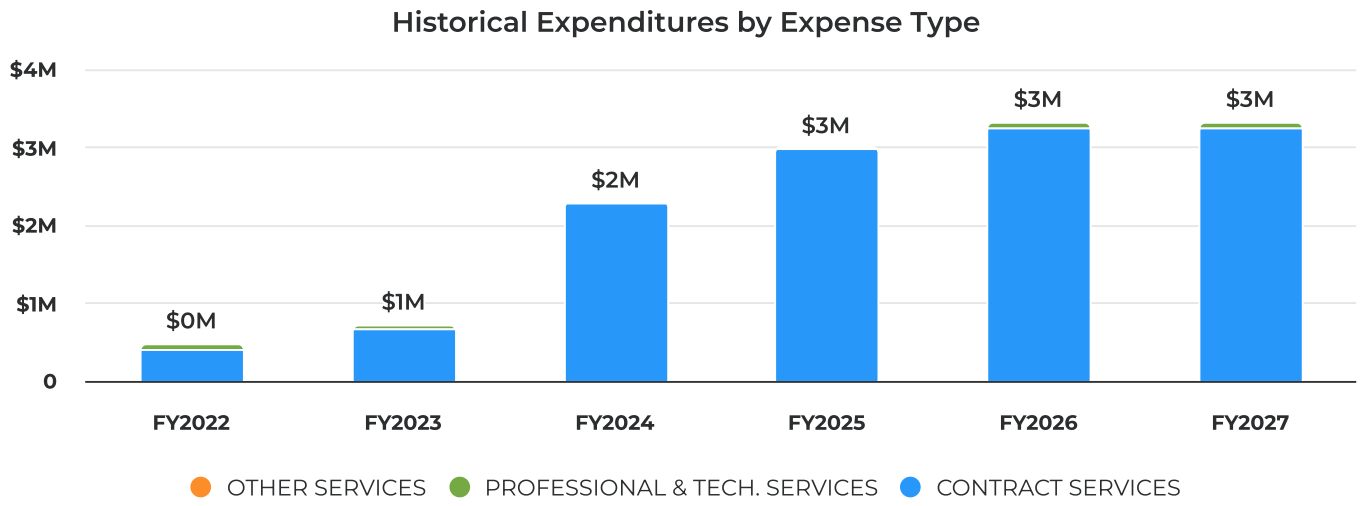
Economic Development

The Economic Development Division promotes investment in the City of Aliso Viejo, focusing on attracting new businesses, promoting existing businesses, and developing connections between the public and private sectors. The Division acts as a business liaison, promotes City initiatives, and develops economic tools for the business community. Operating costs for Economic Development include marketing, business recognition and retention programs, memberships to local business organizations, and appropriations associated with the sales tax sharing agreement with EFuels, LLC and Hunt and Sons, LLC.

Expenditure Summary



Expenditures by Expense Type



Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PROFESSIONAL & TECH. SERVICES						
MARKETING/OUTREACH	$63,777	$56,467	$16,679	$14,244	$66,200	$65,500
Total PROFESSIONAL & TECH. SERVICES	$63,777	$56,467	$16,679	$14,244	$66,200	$65,500
OTHER SERVICES						
MTGS/CONF/TRNG	-	$569	-	-	-	-
MEMBERSHIP & DUES	$9,800	$5,000	$5,000	$5,000	$5,000	$5,000
Total OTHER SERVICES	$9,800	$5,569	$5,000	$5,000	$5,000	$5,000
CONTRACT SERVICES						
C.S-OTHER	$407,867	$655,671	$2,270,691	$2,974,331	$3,250,000	$3,250,000
Total CONTRACT SERVICES	$407,867	$655,671	$2,270,691	$2,974,331	$3,250,000	$3,250,000
Total Expenditures	**$481,443**	**$717,707**	**$2,292,371**	**$2,993,575**	**$3,321,200**	**$3,320,500**

Recreation and Community Services

The Recreation and Community Services Department serves our diverse community by enhancing the quality of life through a variety of recreational, cultural and educational opportunities and maximizes City resources through collaborative partnerships within the community. Additionally, the department provides oversight of the use and maintenance of Iglesia Park, Vista Park, Aliso Viejo Ranch, Gold Coast Farm, Aliso Viejo Aquatic Center, Aliso Viejo Center, and Iglesia Park Community Center. The Recreation & Community Services Department includes the following divisions:

- Community Services Administration
- Iglesia Park
- Iglesia Building
- Iglesia Park Community Center
- Recreation Services
- Aliso Viejo Center
- Aliso Viejo Aquatics Center

The Recreation & Community Services division is responsible for the management of the City's quarterly Community Connection brochure, providing support to community groups and organizations, City-sponsored special events, overseeing programs for all ages, summer camps, senior transportation program, rentals at Aliso Viejo Ranch, and administration of the Community Grant Program.

Community Services Administration operating expenditures include meeting and conference costs related to staff development, contract services for Community Connection design and printing, youth and senior programs, special events, and funds for community grants.

Iglesia Park division's operating expenditures include utilities, landscape maintenance, and equipment maintenance at the park.

Iglesia Building division includes costs associated with utilities, security, janitorial, and building maintenance.

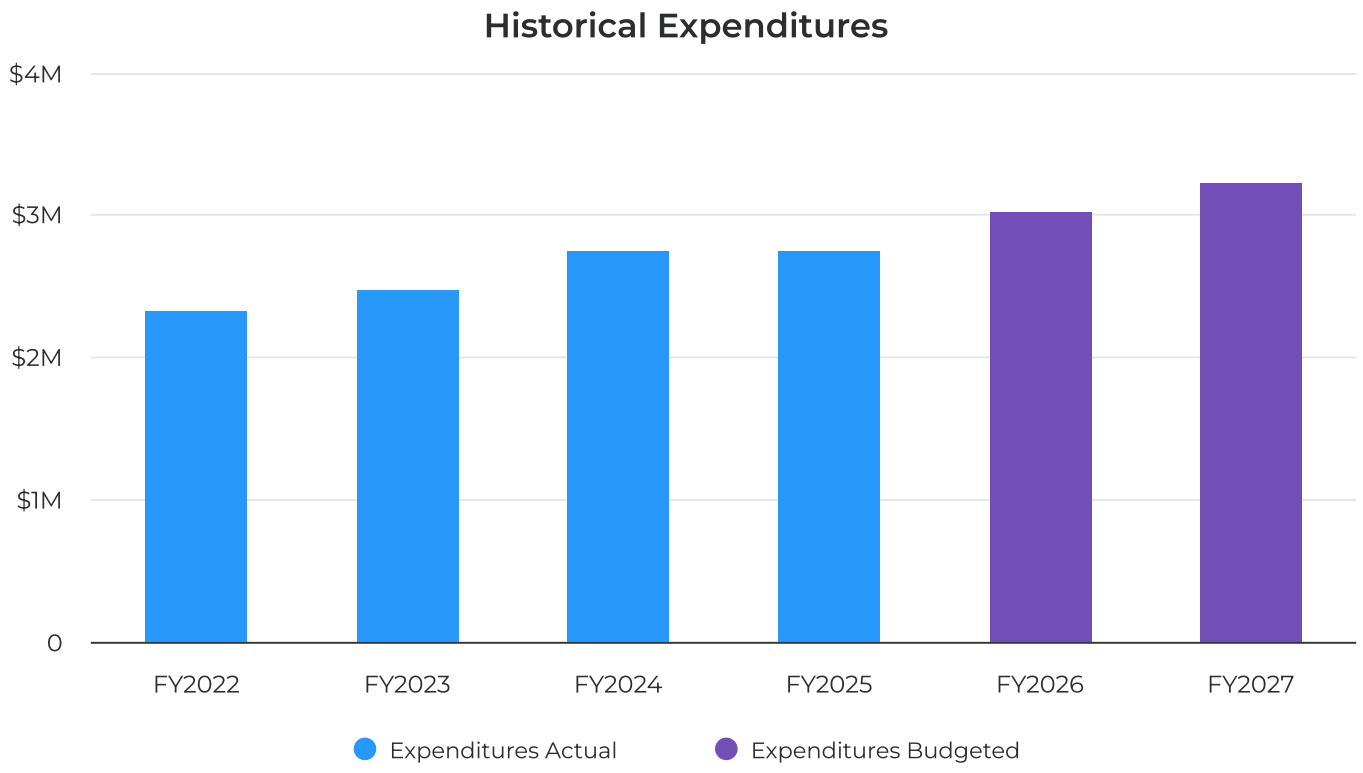
Iglesia Park Community Center division is the accounting center for youth programming at Iglesia Park. Operating expenditures are comprised of contract services provided by the Boys and Girls Club.

The Recreation Services division is responsible for the administration and management of the Aliso Viejo Ranch and the City's recreation programs. The operations are comprised of revenues and expenditures associated with recreation classes, day camps, as well as utilities and maintenance of the Aliso Viejo Ranch.

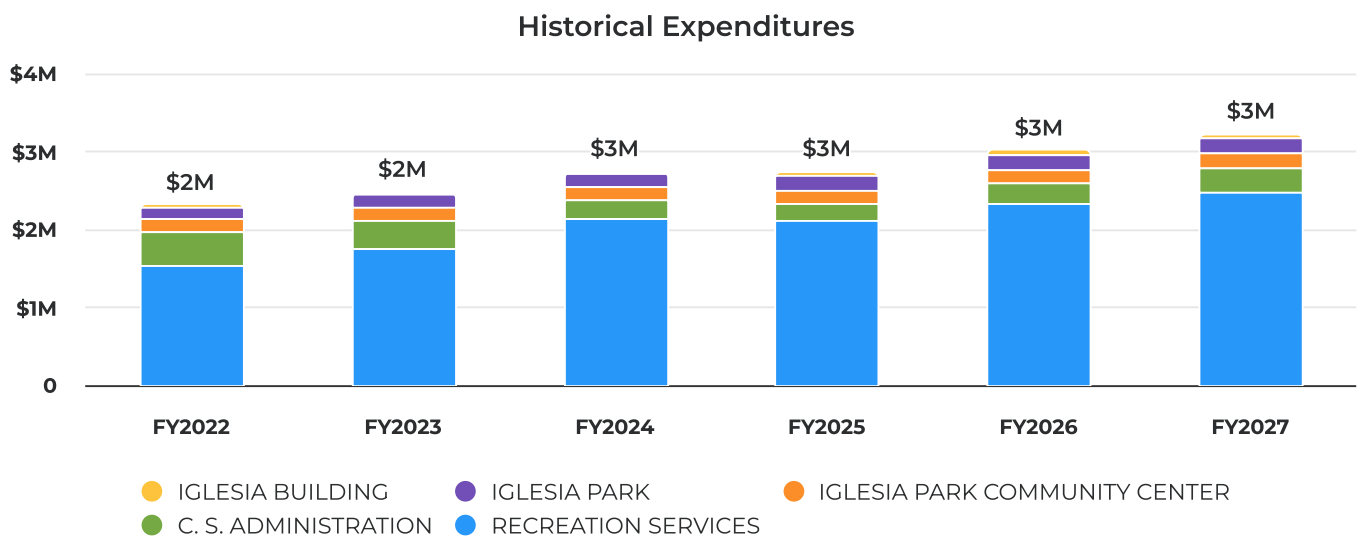
Staff Summary

Authorized Positions (FTE)	2023	2024	2025	2026	2027
Recreation and Community Services Manager	1.0	1.0	1.0	1.0	1.0
Recreation and Community Services Supervisor	2.0	2.0	2.0	2.0	2.0
Recreation and Community Services Coordinator	2.0	2.0	2.0	2.0	2.0
Recreation and Community Services Specialist	2.0	2.0	2.0	2.0	2.0
Senior Recreation/Recreation Leader	11.1	5.5	5.5	5.5	5.5
Total	**18.1**	**12.5**	**12.5**	**12.5**	**12.5**

Expenditure Summary



Expenditures by Department



FY27 Expenditures by Department

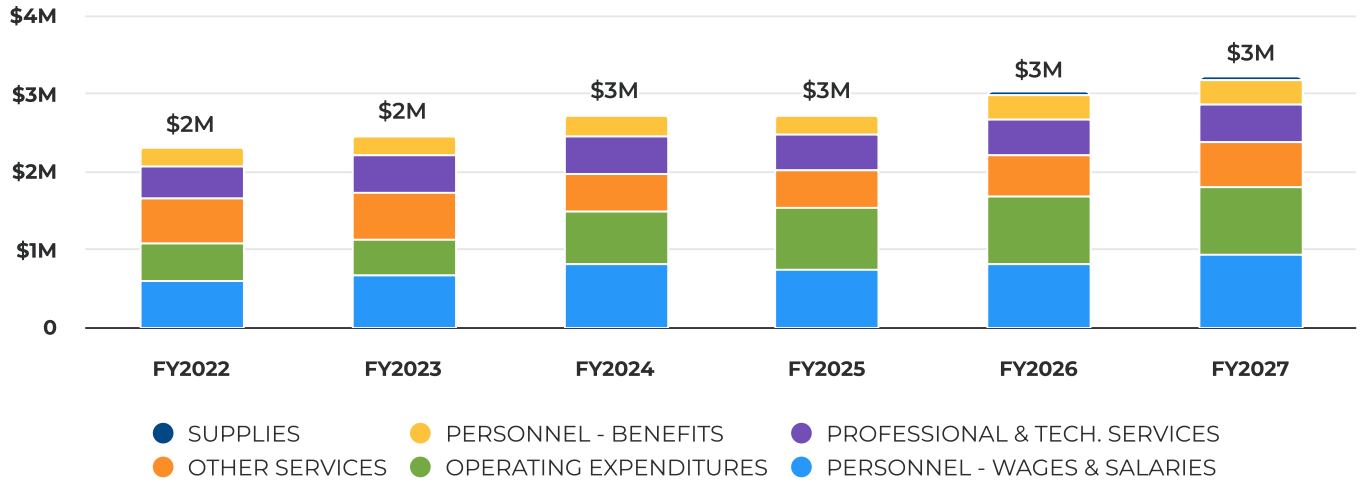
RECREATION SERVICES	**$2,475,705**	76.74%
C. S. ADMINISTRATION	**$316,104**	9.80%
IGLESIA PARK	**$194,550**	6.03%
IGLESIA PARK COMMUNITY CENTER	**$177,500**	5.50%
IGLESIA BUILDING	**$62,200**	1.93%

Expenditures by Department

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
C. S. ADMINISTRATION	$456,504	$348,815	$227,380	$219,462	$265,242	$316,104
IGLESIA PARK	$147,702	$149,634	$153,135	$188,563	$191,750	$194,550
IGLESIA BUILDING	$43,351	$37,270	$43,062	$49,892	$66,400	$62,200
IGLESIA PARK COMMUNITY CENTER	$157,500	$177,500	$177,500	$177,500	$177,500	$177,500
RECREATION SERVICES	$1,518,953	$1,757,979	$2,142,735	$2,108,391	$2,320,315	$2,475,705
Total Expenditures	**$2,324,010**	**$2,471,198**	**$2,743,811**	**$2,743,808**	**$3,021,207**	**$3,226,059**

Expenditures by Expense Type

Historical Expenditures by Expense Type

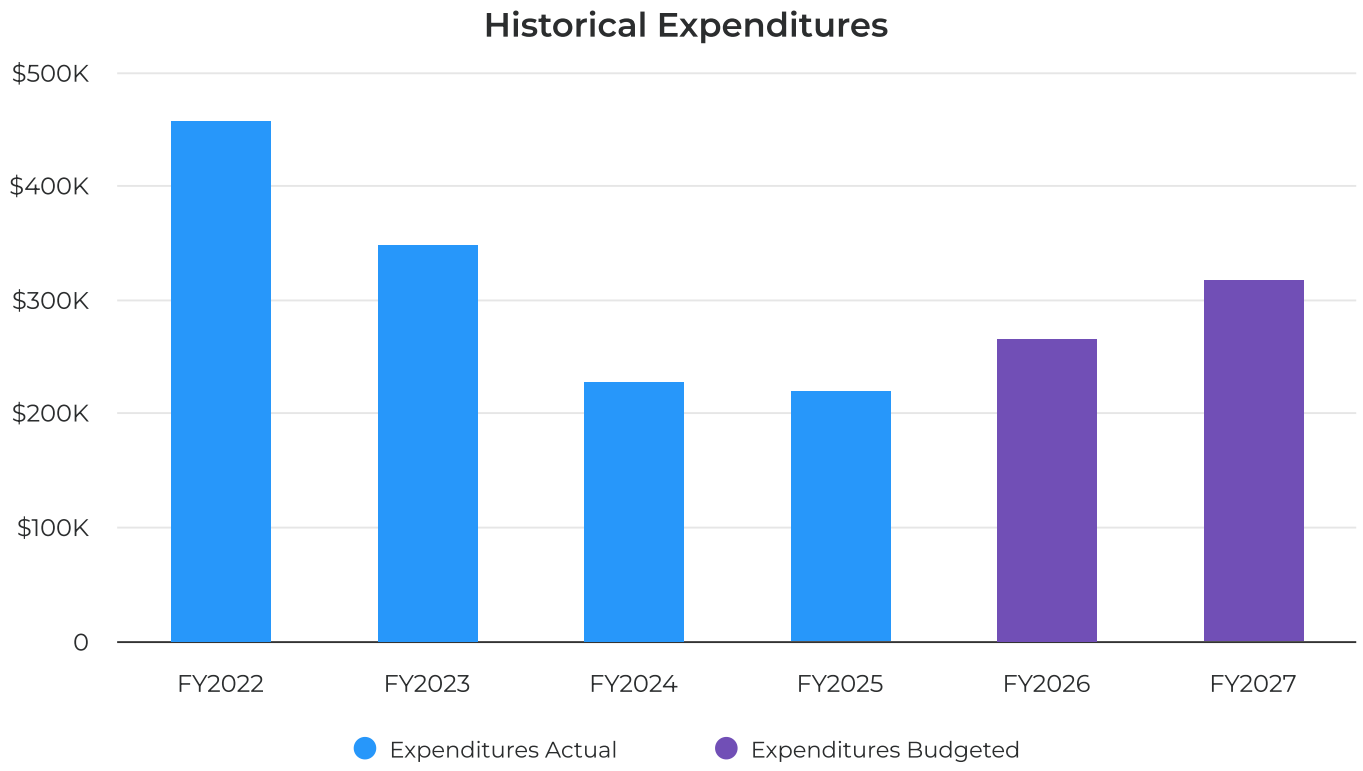


Expenditures by Expense Type

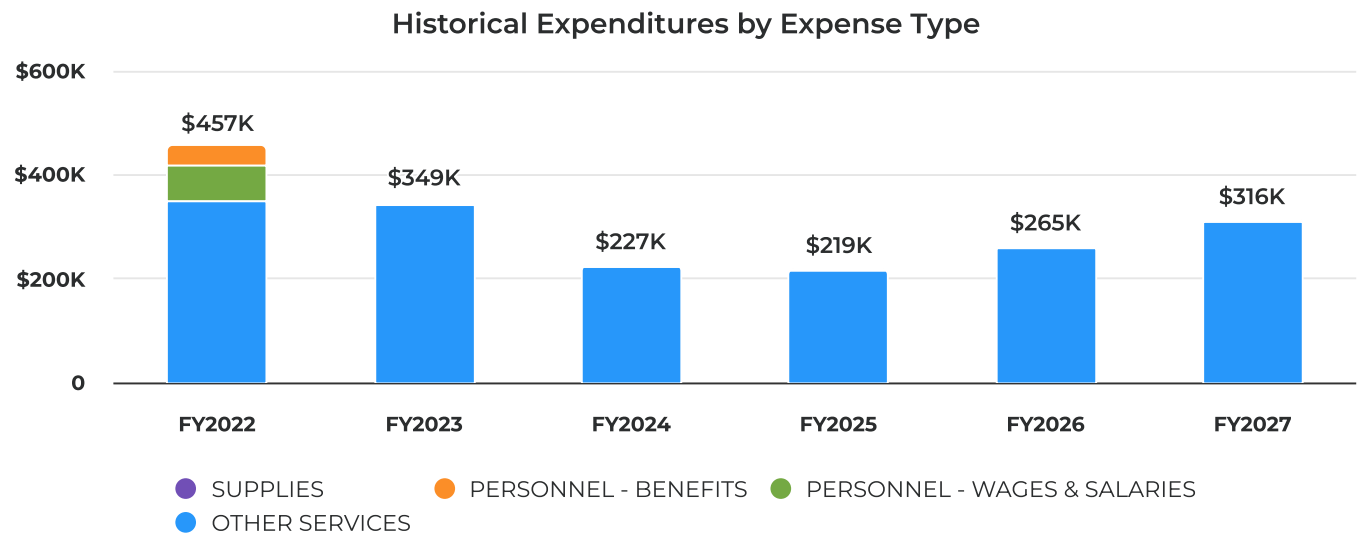
Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PERSONNEL - WAGES & SALARIES	$594,788	$663,675	$795,663	$740,054	$813,200	$928,000
PERSONNEL - BENEFITS	$229,569	$232,615	$271,206	$255,836	$304,475	$330,705
PROFESSIONAL & TECH. SERVICES	$408,807	$474,287	$473,405	$448,459	$463,460	$466,110
OPERATING EXPENDITURES	$465,984	$458,045	$682,474	$787,479	$863,960	$866,400
OTHER SERVICES	$595,567	$609,269	$495,074	$486,672	$530,112	$588,844
SUPPLIES	$29,294	$33,308	$25,989	$25,308	$46,000	$46,000
Total Expenditures	**$2,324,010**	**$2,471,198**	**$2,743,811**	**$2,743,808**	**$3,021,207**	**$3,226,059**

Community Services Administration

Expenditure Summary



Expenditures by Expense Type



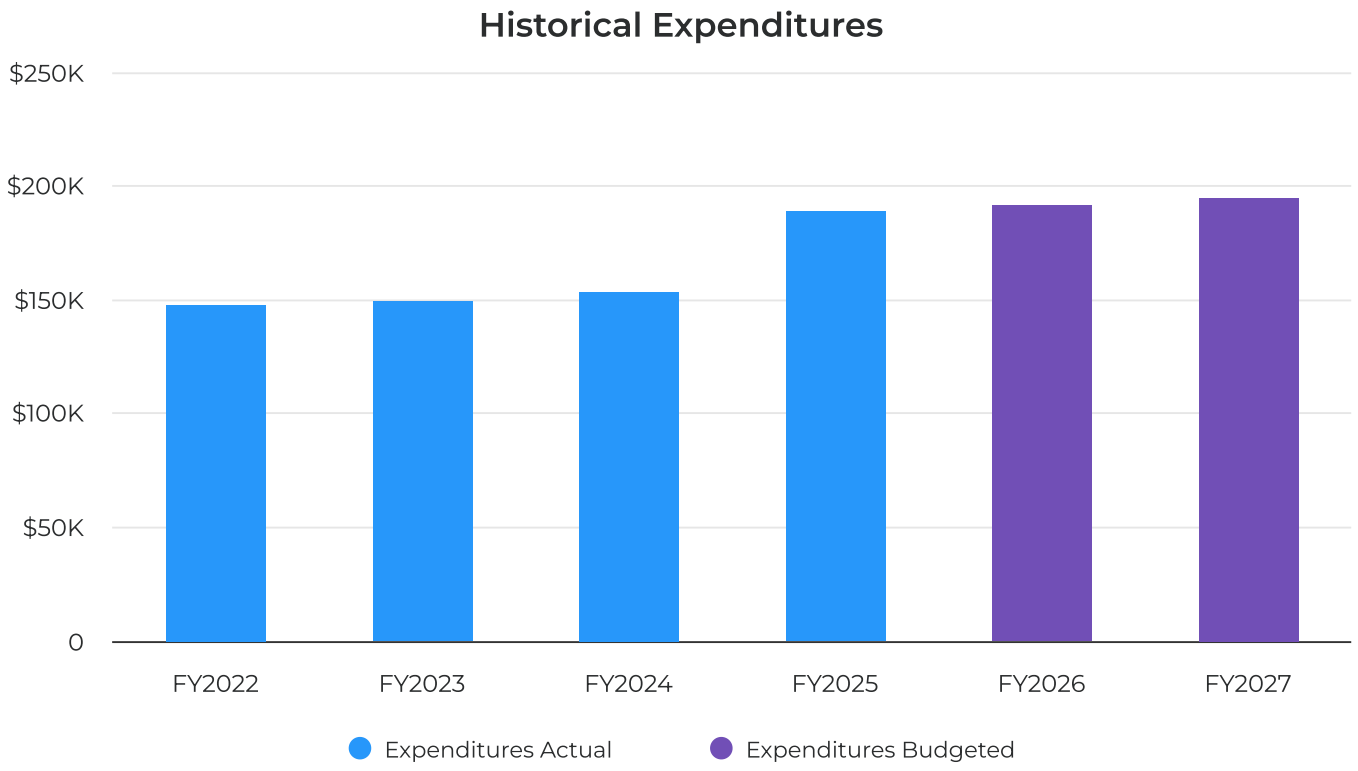
Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PERSONNEL - WAGES & SALARIES						

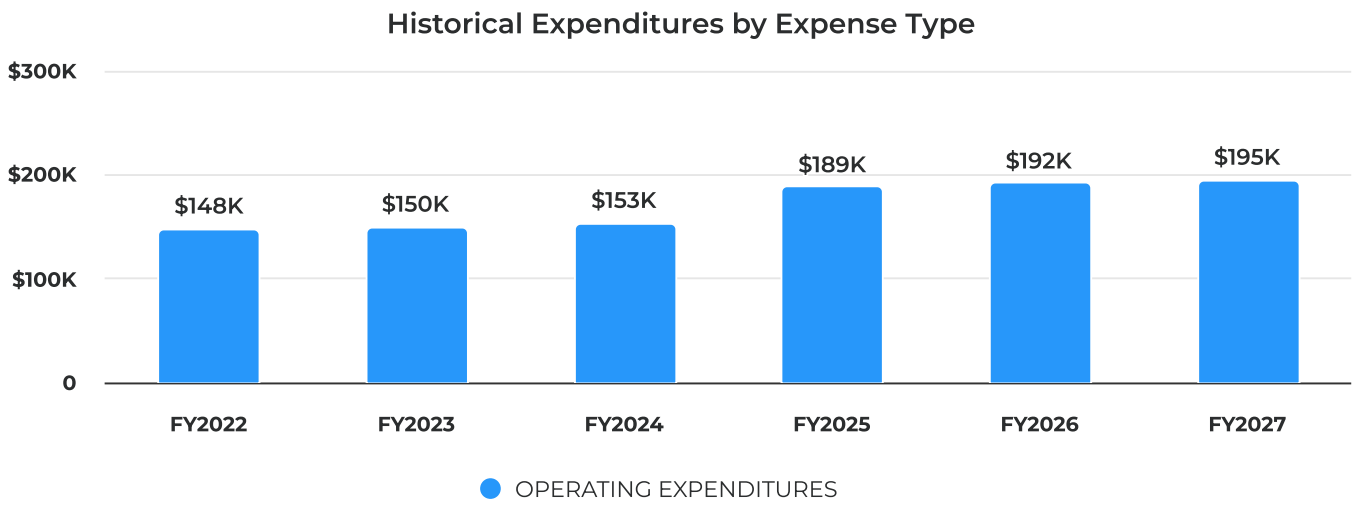
Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
REGULAR EMPLOYEES	$70,808	-	-	-	-	-
Total PERSONNEL - WAGES & SALARIES	$70,808	-	-	-	-	-
PERSONNEL - BENEFITS						
RETIREMENT	$19,598	-	-	-	-	-
FICA/MEDICARE	$1,157	-	-	-	-	-
STATE UNEMPMNT INS	$147	-	-	-	-	-
MEDICAL INSURANCE	$3,504	$3,600	$3,696	$3,780	$3,870	$4,000
LIFE INSURANCE	$624	-	-	-	-	-
BENEFIT CASH OUT	$12,485	-	-	-	-	-
VEHICLE/CELL	$488	-	-	-	-	-
Total PERSONNEL - BENEFITS	$38,003	$3,600	$3,696	$3,780	$3,870	$4,000
OTHER SERVICES						
ADVERTISING	$167,522	$173,575	$89,823	$92,999	$100,025	$119,481
MTGS/CONF/TRNG	$3,966	$2,596	$5,836	$4,166	$12,980	$20,995
MEMBERSHIP & DUES	$2,575	$2,637	$2,830	$2,520	$3,395	$3,395
INSURANCE EXPENSES	$2,409	$3,063	$3,516	$3,054	$4,400	$4,400
RECREATION-SENIOR TRANSPORTATION	$1,035	$5,131	$6,871	$8,398	$11,500	$13,000
CITY SPECIAL EVENTS	$106,196	$101,599	$92,537	$77,204	$94,431	$109,250
PARTNER EVENTS	$1,081	$2,606	$2,650	$3,750	$4,250	$5,000
YOUTH PROGRAMS	$16,530	$20,742	$2,000	$2,000	$9,000	$14,500
COMMUNITY GRANTS	$11,738	$7,524	$7,274	$7,705	$7,891	$8,583
COMMUNITY OUTREACH	$15,421	$1,230	$1,211	$1,929	$2,000	$2,000
SPECIAL PROJECTS	$3,494	$7,084	-	$3,473	-	-
COMMUNITY ASSISTANCE GRANTS	$15,500	$15,500	$8,750	$7,500	$9,500	$9,500
COMMUNITY EVENTS	$21	-	-	-	-	-
Total OTHER SERVICES	$347,488	$343,286	$223,296	$214,698	$259,372	$310,104
SUPPLIES						
SUPPLIES	$204	$1,929	$387	$984	$2,000	$2,000
Total SUPPLIES	$204	$1,929	$387	$984	$2,000	$2,000
Total Expenditures	**$456,504**	**$348,815**	**$227,380**	**$219,462**	**$265,242**	**$316,104**

Iglesia Park

Expenditure Summary



Expenditures by Expense Type



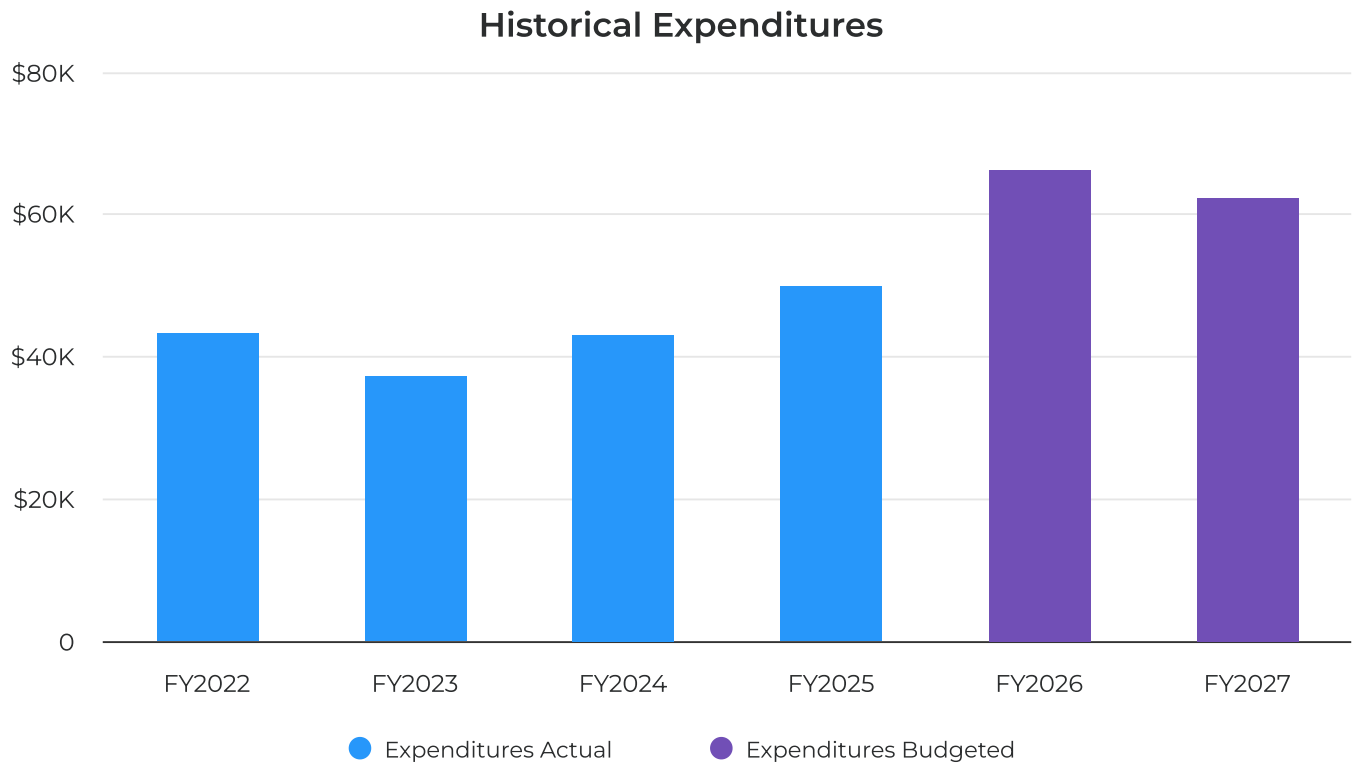
Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
OPERATING EXPENDITURES						
UTILITIES	$22,864	$16,579	$17,084	$19,794	$28,200	$31,000

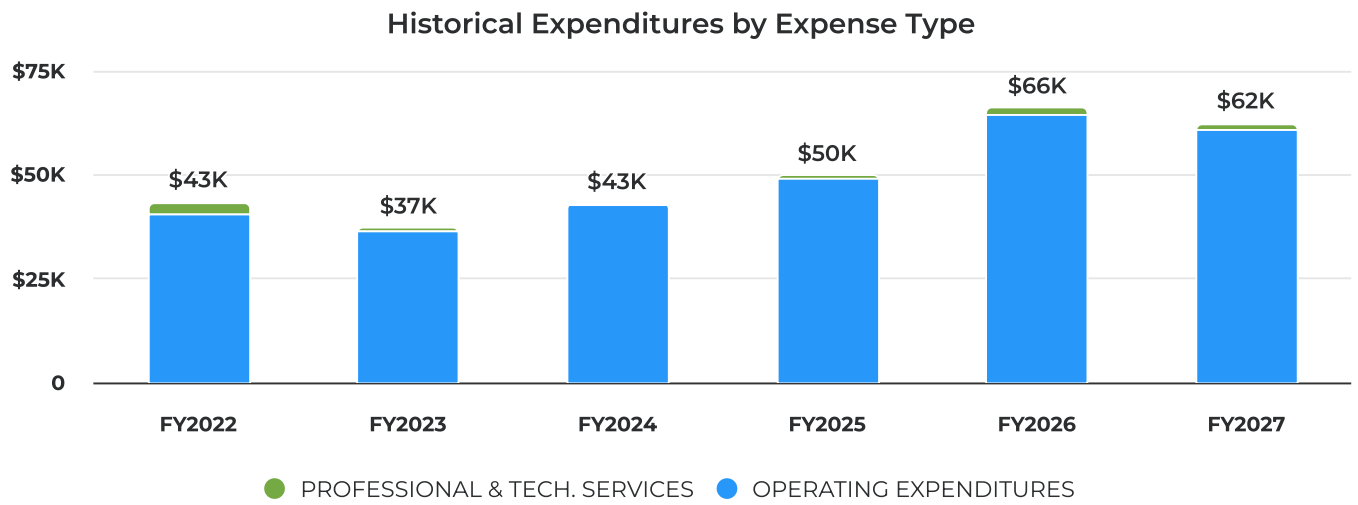
Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
BLDG & GROUNDS	$124,150	$132,332	$136,050	$168,100	$158,050	$158,050
OTHER EQUIP MAINT	$688	$724	-	$669	$5,500	$5,500
Total OPERATING EXPENDITURES	$147,702	$149,634	$153,135	$188,563	$191,750	$194,550
Total Expenditures	**$147,702**	**$149,634**	**$153,135**	**$188,563**	**$191,750**	**$194,550**

Iglesia Park

Expenditure Summary



Expenditures by Expense Type



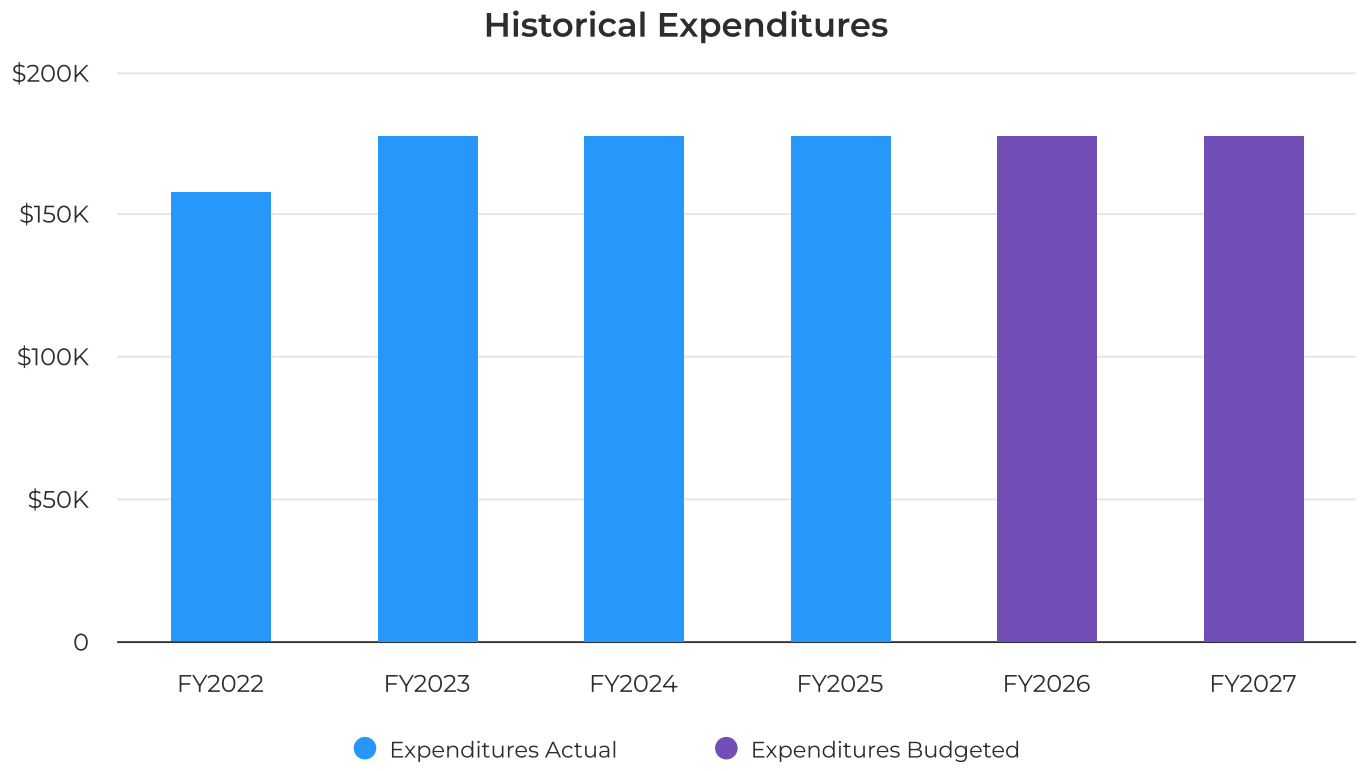
Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PROFESSIONAL & TECH. SERVICES						

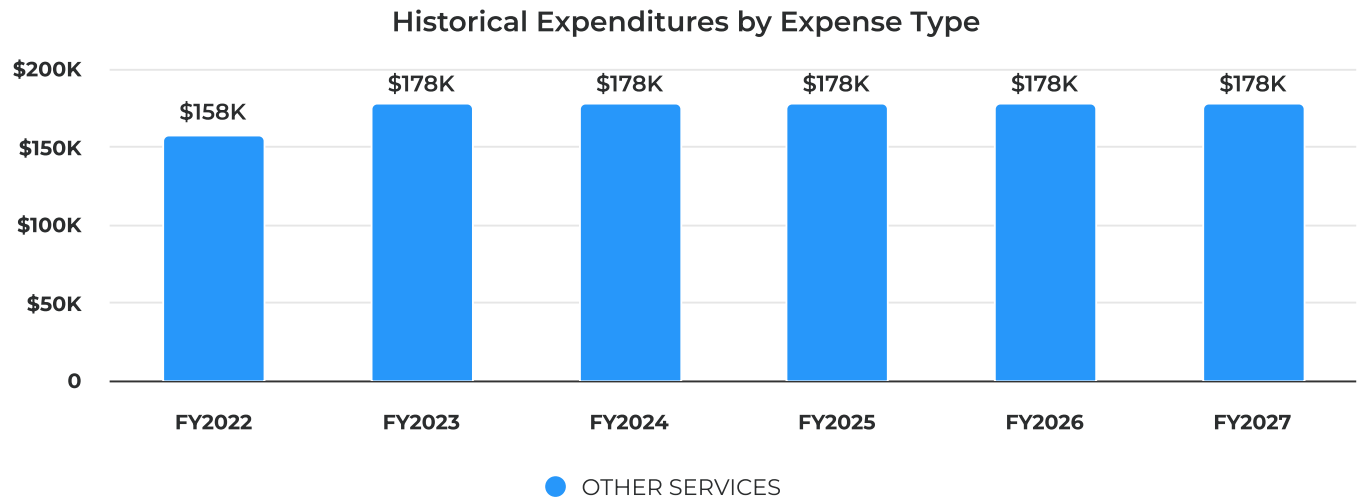
Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
OTHER CONTRACTUAL SERVICES	$2,973	$840	$450	$804	$1,800	$1,400
Total PROFESSIONAL & TECH. SERVICES	$2,973	$840	$450	$804	$1,800	$1,400
OPERATING EXPENDITURES						
UTILITIES	$16,216	$16,825	$22,613	$22,235	$28,000	$25,000
BLDG & GROUNDS	$24,162	$19,605	$19,999	$26,853	$36,600	$35,800
Total OPERATING EXPENDITURES	$40,378	$36,430	$42,612	$49,088	$64,600	$60,800
Total Expenditures	**$43,351**	**$37,270**	**$43,062**	**$49,892**	**$66,400**	**$62,200**

Iglesia Park Community Center

Expenditure Summary



Expenditures by Expense Type



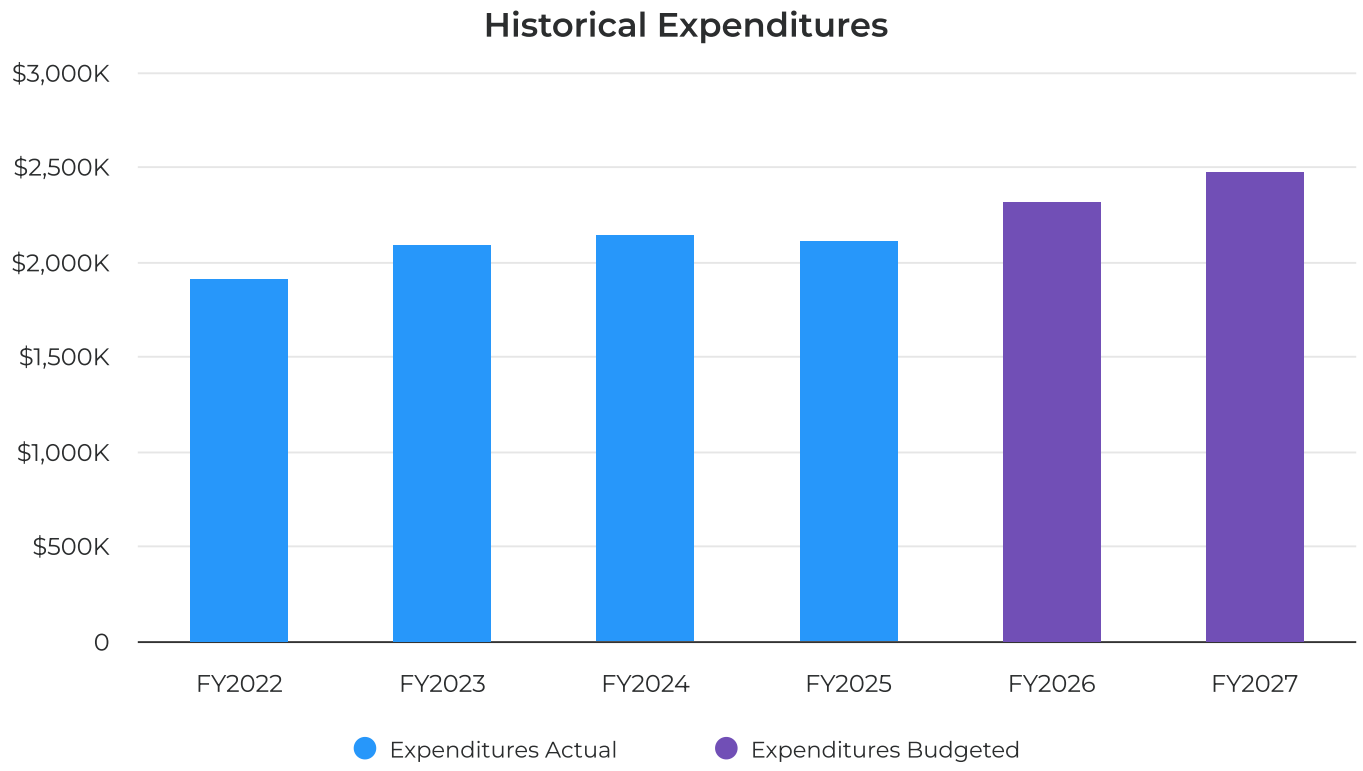
Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
OTHER SERVICES						
YOUTH PROGRAMS	$157,500	$177,500	$177,500	$177,500	$177,500	$177,500
Total OTHER SERVICES	$157,500	$177,500	$177,500	$177,500	$177,500	$177,500

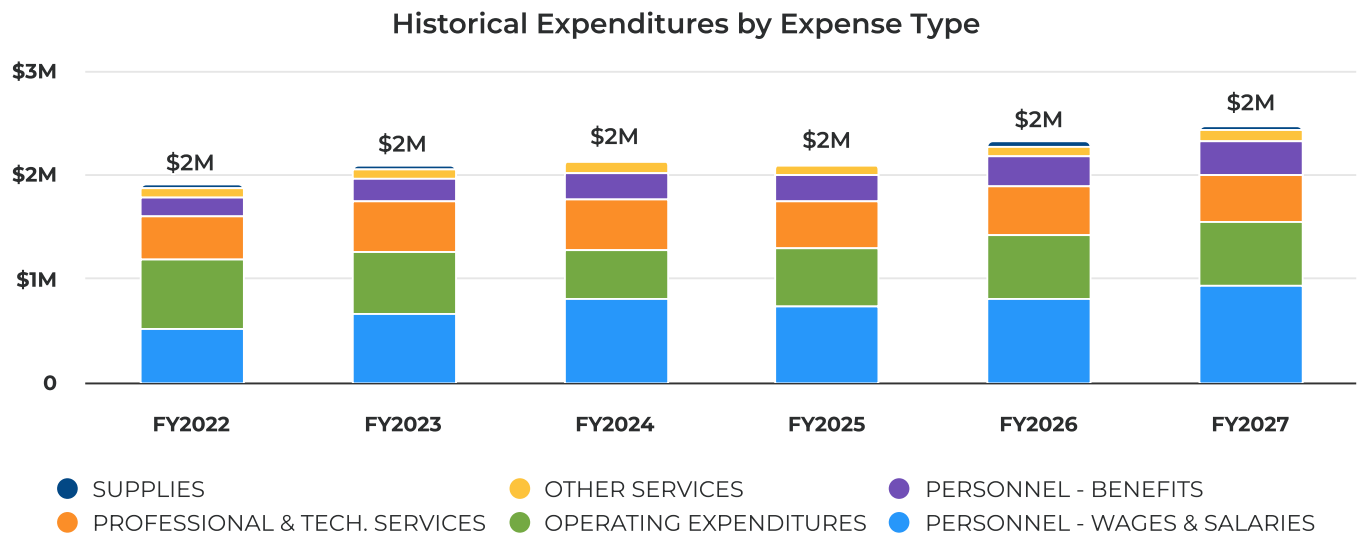
Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Total Expenditures	**$157,500**	**$177,500**	**$177,500**	**$177,500**	**$177,500**	**$177,500**

Recreation

Expenditure Summary



Expenditures by Expense Type



Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PERSONNEL - WAGES & SALARIES						

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
REGULAR EMPLOYEES	$365,500	$474,889	$525,621	$558,433	$589,000	$695,000
PART TIME WAGES	$155,395	$187,373	$261,240	$180,892	$206,200	$213,000
OVERTIME PAY	$3,085	$1,413	$2,276	$444	$5,000	$5,000
LEAVE CASH OUT	-	-	$6,525	$286	$13,000	$15,000
Total PERSONNEL - WAGES & SALARIES	$523,980	$663,675	$795,663	$740,054	$813,200	$928,000
PERSONNEL - BENEFITS						
RETIREMENT	$41,174	$49,667	$55,326	$58,950	$70,950	$92,775
FICA/MEDICARE	$9,045	$11,451	$13,356	$12,294	$12,900	$16,200
STATE UNEMPMNT INS	$2,817	$3,530	$4,097	$3,788	$5,000	$5,000
MEDICAL INSURANCE	$34,361	$40,092	$56,449	$60,117	$94,820	$90,000
DENTAL INSURANCE	$1,778	$1,671	$2,758	$2,586	$5,260	$3,800
VISION INSURANCE	$434	$484	$584	$572	$965	$825
LIFE INSURANCE	$1,878	$2,590	$3,198	$3,140	$4,500	$4,500
BENEFIT CASH OUT	$99,780	$116,831	$129,117	$107,909	$103,510	$110,905
VEHICLE/CELL	$300	$2,700	$2,625	$2,700	$2,700	$2,700
Total PERSONNEL - BENEFITS	$191,566	$229,015	$267,510	$252,056	$300,605	$326,705
PROFESSIONAL & TECH. SERVICES						
TECHNOLOGY SERVICES	$53,568	$63,903	$82,853	$109,098	$116,660	$119,710
OTHER CONTRACTUAL SERVICES	$352,266	$409,544	$390,102	$338,557	$345,000	$345,000
Total PROFESSIONAL & TECH. SERVICES	$405,834	$473,447	$472,955	$447,655	$461,660	$464,710
OPERATING EXPENDITURES						
UTILITIES	$80,247	$42,304	$59,484	$60,592	$71,450	$70,450
BLDG & GROUNDS	$188,422	$212,993	$197,752	$185,849	$238,660	$238,600
FARM OPERATING EXPENDITURES	$9,234	$16,684	$229,491	$303,387	$297,500	$302,000
AV FARM OPERATING EXPENSES	$387,552	$328,983	-	-	-	-
Total OPERATING EXPENDITURES	$665,455	$600,963	$486,727	$549,828	$607,610	$611,050
OTHER SERVICES						
COMMUNICATION	$2,627	$2,421	$2,884	$2,073	$2,040	$2,040
SUMMER CAMP SCHOLARSHIPS	$6,645	$5,653	$4,315	$3,168	$6,000	$6,000
TAXES/FEES/PERMITS	$34,423	$35,328	$48,791	$45,236	$37,200	$37,200
CITY CAMP EXPENSE	$46,885	$45,081	$38,288	$43,997	$48,000	$56,000
Total OTHER SERVICES	$90,579	$88,483	$94,278	$94,474	$93,240	$101,240
SUPPLIES						
SUPPLIES	$6,292	$10,317	$7,832	$7,553	$13,000	$13,000
OPERATING SUPPLIES	$17,854	$17,850	$14,136	$12,021	$26,000	$26,000
MINOR EQUIPMENT	$4,943	$3,213	$3,634	$4,750	$5,000	$5,000
Total SUPPLIES	$29,089	$31,380	$25,602	$24,324	$44,000	$44,000
Total Expenditures	**$1,906,504**	**$2,086,962**	**$2,142,735**	**$2,108,391**	**$2,320,315**	**$2,475,705**

Public Safety

The Public Safety Department includes the following divisions:

- Law Enforcement
- Crime Prevention
- Animal Care Services
- Emergency Operations Center

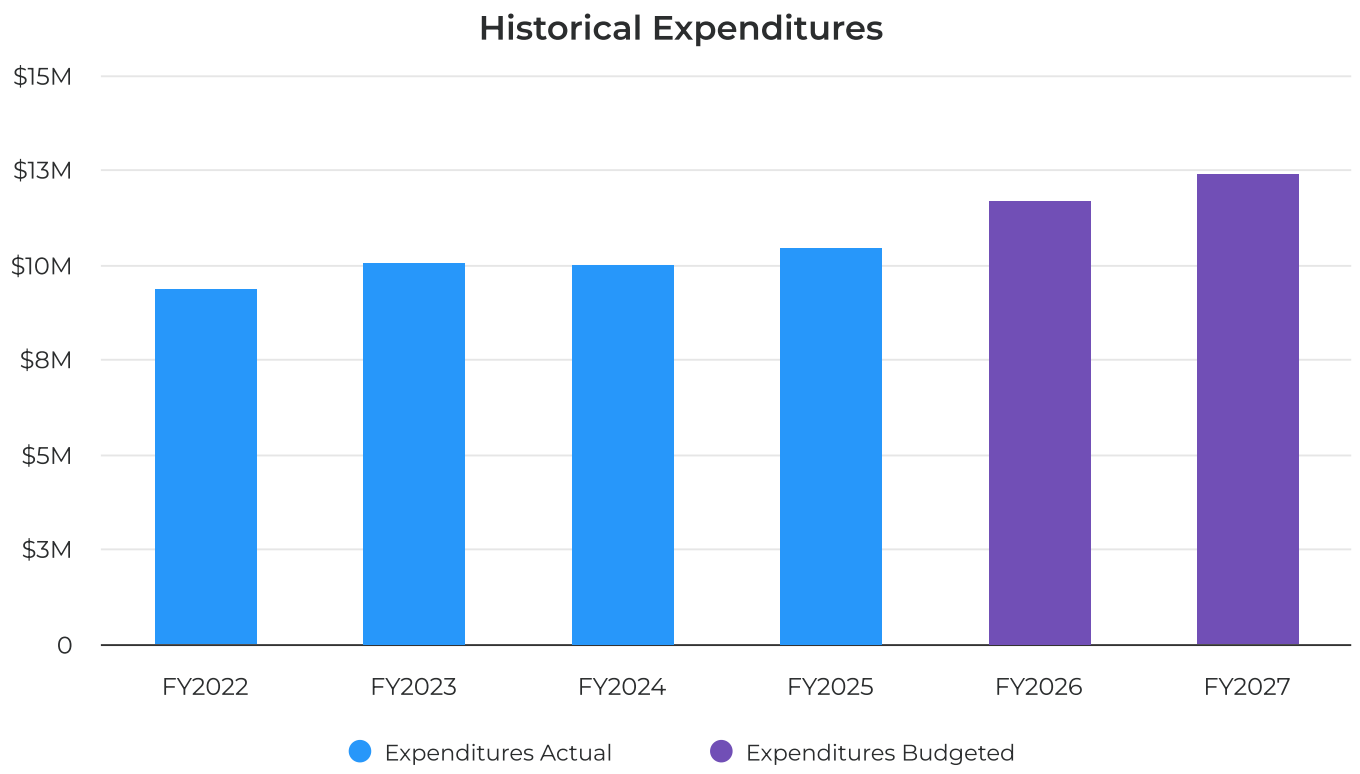
The City of Aliso Viejo contracts with the Orange County Sheriff's Department for law enforcement services. These services include general law enforcement and traffic safety.

General law enforcement provides an assortment of officers to provide crime prevention via around-the-clock street patrols, narcotics prevention, special investigations, and the general enforcement of laws. Traffic safety provides routine traffic patrol as a means of encouraging motorists and pedestrians to comply with traffic laws and ordinances and, when necessary, issues citations and/or warnings for violations. Traffic accidents are investigated, and their results are recorded and analyzed. This division also includes contract services for crossing guards and the administration of the City's parking citations.

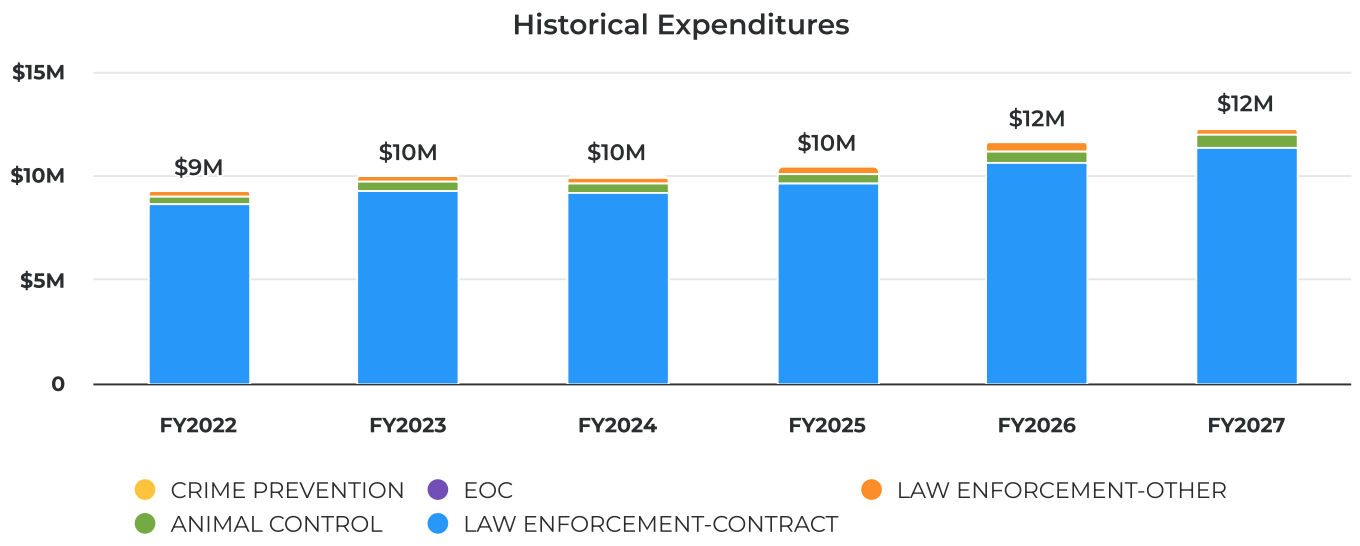
Animal Care Services provides for the care, protection, and control of animals that stray from their homes or are abused by their owners. This service, currently under contract with the City of Mission Viejo, includes the pick-up of injured animals, impounding of stray dogs/cats, issuance of citations, and the provision of a shelter for homeless animals.

The preservation of life and property is an inherent responsibility of Local, State, and Federal Governments. The City of Aliso Viejo, therefore, has prepared a comprehensive Emergency Operation Plan, which serves as the basis for the City's emergency organization and emergency operations. The primary objective of this plan is to enhance the overall capabilities of the government to respond to emergencies.

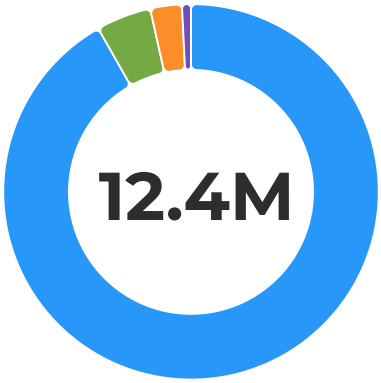
Expenditure Summary



Expenditures by Department



FY27 Expenditures by Department



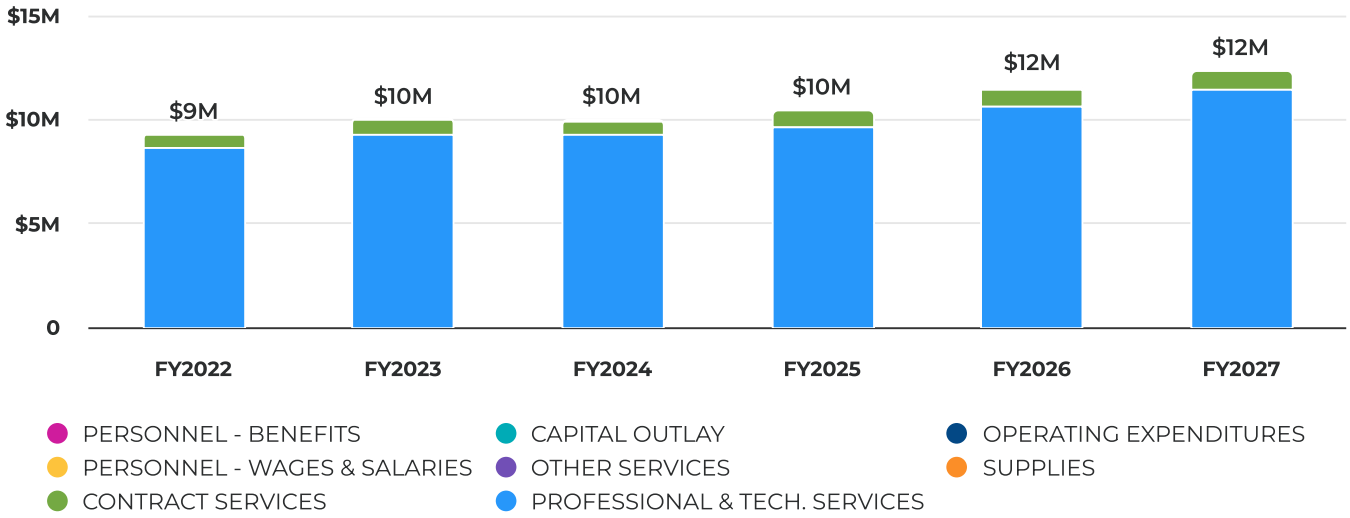
LAW ENFORCEMENT-CONTRACT	**$11,355,260**	91.78%
ANIMAL CONTROL	**$584,195**	4.72%
LAW ENFORCEMENT-OTHER	**$336,675**	2.72%
EOC	**$96,100**	0.78%

Expenditures

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
LAW ENFORCEMENT-CONTRACT	$8,659,399	$9,297,657	$9,209,787	$9,596,293	$10,606,601	$11,355,260
LAW ENFORCEMENT-OTHER	$262,228	$284,924	$284,836	$313,804	$385,049	$336,675
CRIME PREVENTION	$21,439	$6,474	$5,875	-	-	-
ANIMAL CONTROL	$376,235	$405,499	$444,161	$523,469	$577,566	$584,195
EOC	$21,223	$43,603	$60,740	$28,569	$100,201	$96,100
Total Expenditures	**$9,340,524**	**$10,038,157**	**$10,005,400**	**$10,462,135**	**$11,669,417**	**$12,372,230**

Expenditures by Expense Type

Historical Expenditures by Expense Type



Expenditures by Expense Type

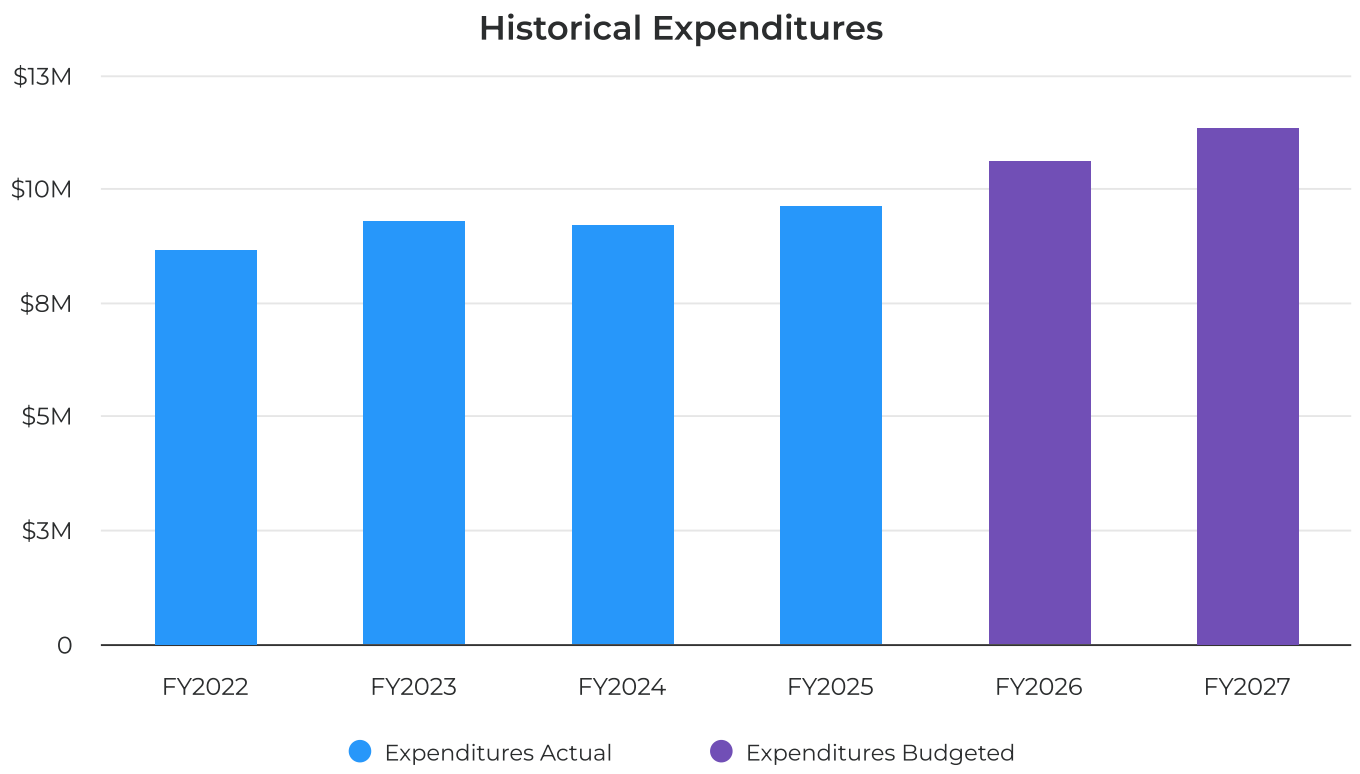
Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PERSONNEL - WAGES & SALARIES	$12,452	$12,547	$16,392	-	$50,000	-
PERSONNEL - BENEFITS	$1,372	$1,270	$1,628	-	$4,651	-
PROFESSIONAL & TECH. SERVICES	$8,661,899	$9,299,937	$9,229,998	$9,604,273	$10,606,601	$11,405,260
OPERATING EXPENDITURES	$10,955	$10,388	$9,819	$9,678	$14,700	$15,250
OTHER SERVICES	$30,995	$39,734	$23,411	$19,750	$38,310	$25,530
SUPPLIES	$29,168	$28,639	$24,141	$18,827	$41,846	$41,845
CONTRACT SERVICES	$591,479	$645,642	$700,010	$800,608	$863,309	$884,345
CAPITAL OUTLAY	$2,205	-	-	$9,000	$50,000	-
Total Expenditures	**$9,340,524**	**$10,038,157**	**$10,005,400**	**$10,462,135**	**$11,669,417**	**$12,372,230**

Law Enforcement - Orange County Sheriff's Department

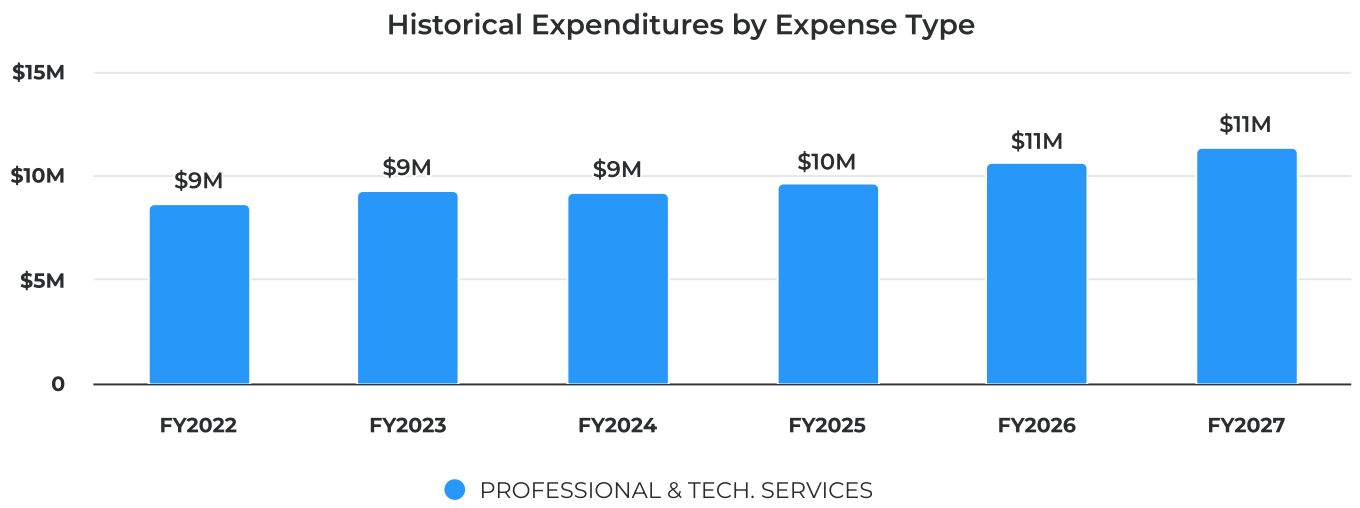
Staff Summary

Authorized Positions (FTE)	2027
Captain	1.0
Sergeant - Administration	1.0
Sergeant - Patrol	1.0
Investigator	1.5
Deputy Sheriff II - Patrol	15.0
Deputy Sheriff II - Motorcycle*	2.0
Deputy Sheriff II - School Resource Officer/Motor	0.7
Community Services Officer*	2.0
Senior Emergency Management Coordinator*	1.0
Total	**23.5**
Regional and Shared Staff	16.9

Expenditure Summary



Expenditures by Expense Type



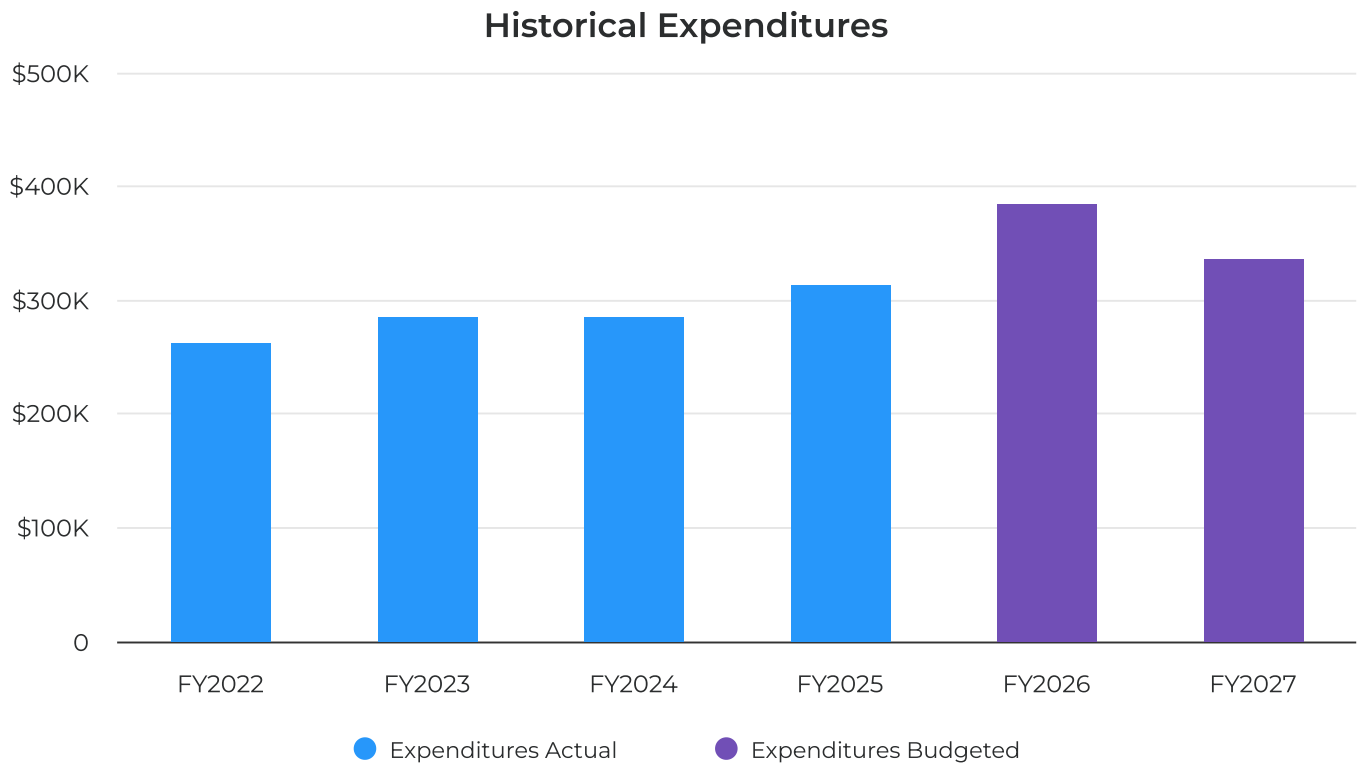
Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PROFESSIONAL & TECH. SERVICES						
LAW ENFORCEMENT	$8,659,399	$9,297,657	$9,209,787	$9,596,293	$10,606,601	$11,355,260
Total PROFESSIONAL & TECH. SERVICES	$8,659,399	$9,297,657	$9,209,787	$9,596,293	$10,606,601	$11,355,260
Total Expenditures	**$8,659,399**	**$9,297,657**	**$9,209,787**	**$9,596,293**	**$10,606,601**	**$11,355,260**

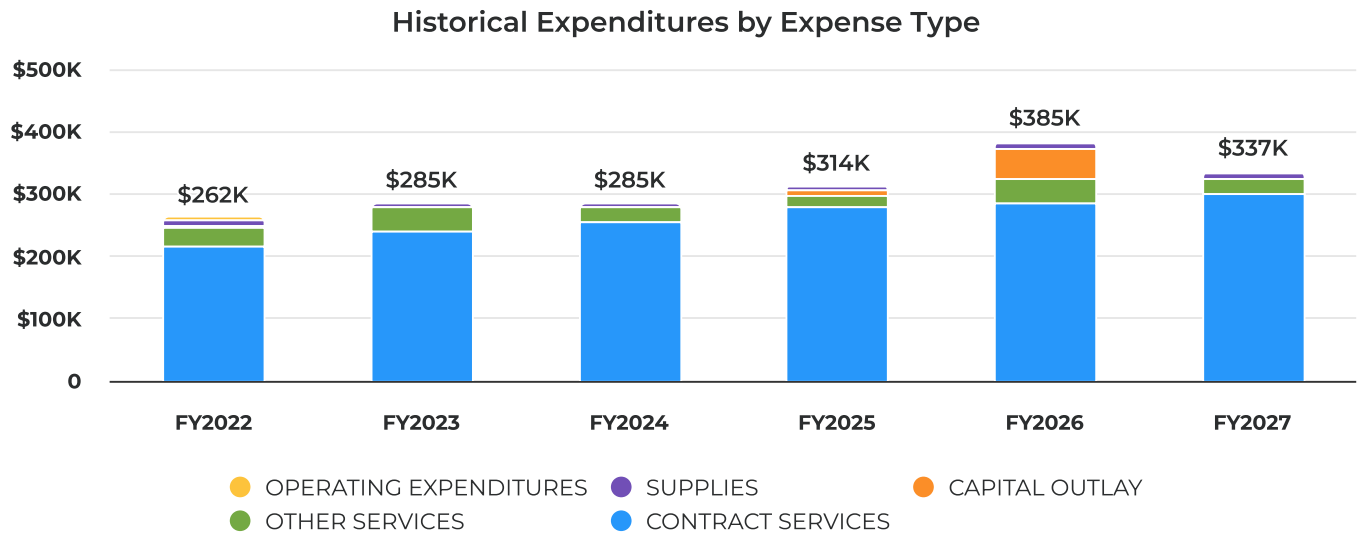
Law Enforcement - Other

Other law enforcement expenditures include equipment maintenance and other supplies that are not included in the OCSD contract for law enforcement. Also included are the costs for crossing guard services at the City's schools.

Expenditure Summary



Expenditures by Expense Type



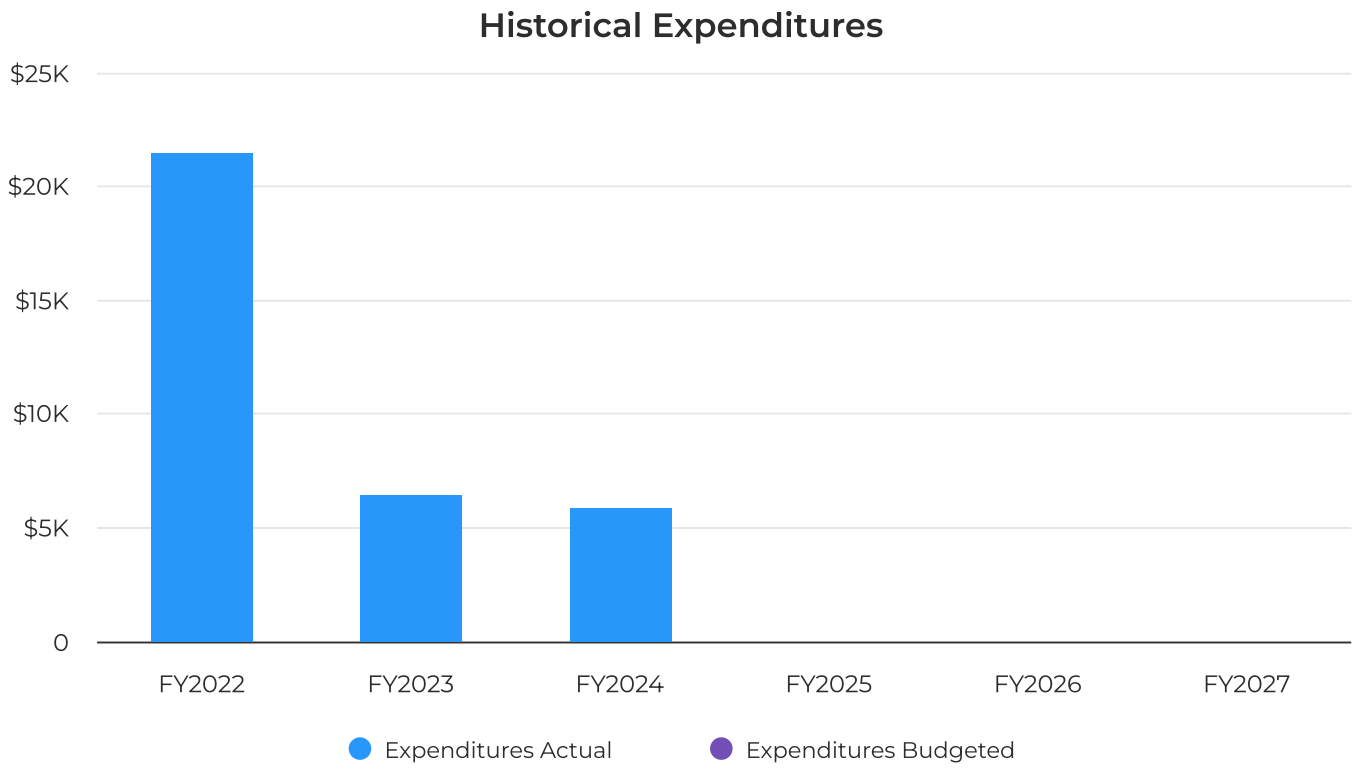
Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
OPERATING EXPENDITURES						
EQUIP MAINT-800MHZ	$3,545	$1,582	$744	$1,340	$5,000	$5,000
Total OPERATING EXPENDITURES	$3,545	$1,582	$744	$1,340	$5,000	$5,000
OTHER SERVICES						
COMMUNICATION	$533	$493	$590	$379	-	-
FUEL	$12,944	$11,617	$6,142	$5,177	$16,780	$4,000
VEHICLE MAINTENANCE	$13,027	$23,139	$11,721	$10,289	$15,000	$15,000
MTGS/CONF/TRNG	$2,094	$926	$2,319	$2,021	$3,000	$3,000
SPECIAL EVENTS	$1,387	$1,687	$1,095	$1,181	$1,800	$1,800
Total OTHER SERVICES	$29,986	$37,862	$21,868	$19,047	$36,580	$23,800
SUPPLIES						
OPERATING SUPPLIES	$8,569	$4,182	$3,699	$7,278	$7,725	$7,725
TACTICAL GEAR	$2,681	$1,155	$2,677	-	$1	-
Total SUPPLIES	$11,249	$5,337	$6,375	$7,278	$7,726	$7,725
CONTRACT SERVICES						
C.S-CROSSING GUARDS	$215,244	$240,143	$255,848	$277,139	$285,743	$300,150
Total CONTRACT SERVICES	$215,244	$240,143	$255,848	$277,139	$285,743	$300,150
CAPITAL OUTLAY						
PUBLIC SAFETY EQUIP	$2,205	-	-	$9,000	$50,000	-
Total CAPITAL OUTLAY	$2,205	-	-	$9,000	$50,000	-
Total Expenditures	**$262,228**	**$284,924**	**$284,836**	**$313,804**	**$385,049**	**$336,675**

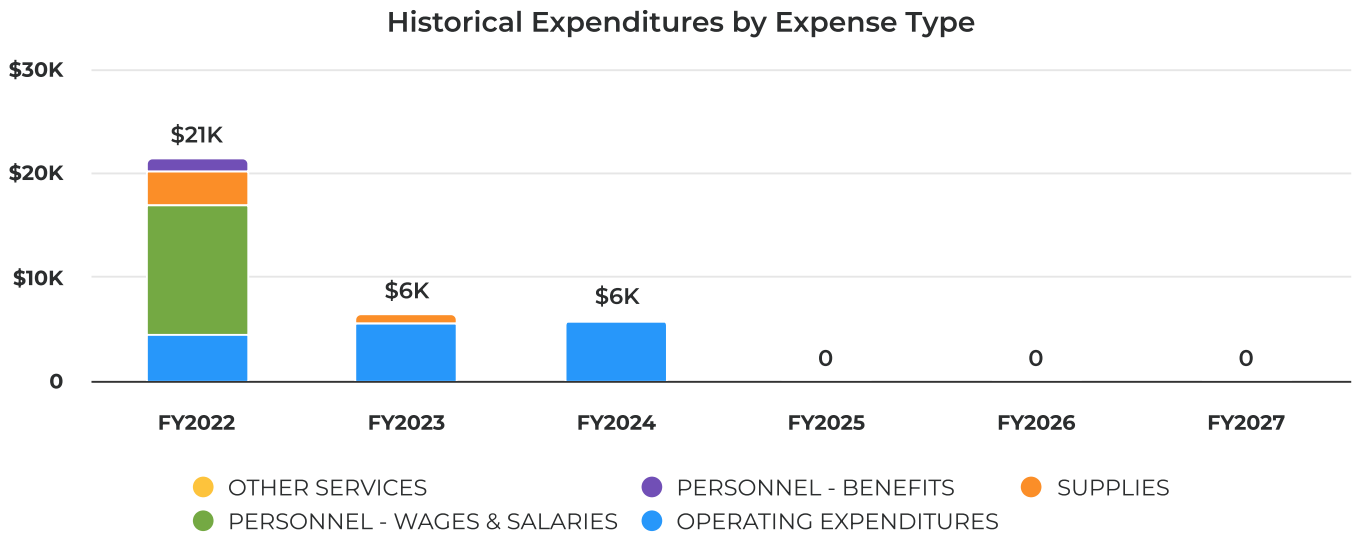
Crime Prevention

Crime prevention services have previously been provided by a part-time employee. Recently services are included in the Emergency Management and other public safety budgets as needed.

Expenditure Summary



Expenditures by Expense Type



Expenditures by Expense Type

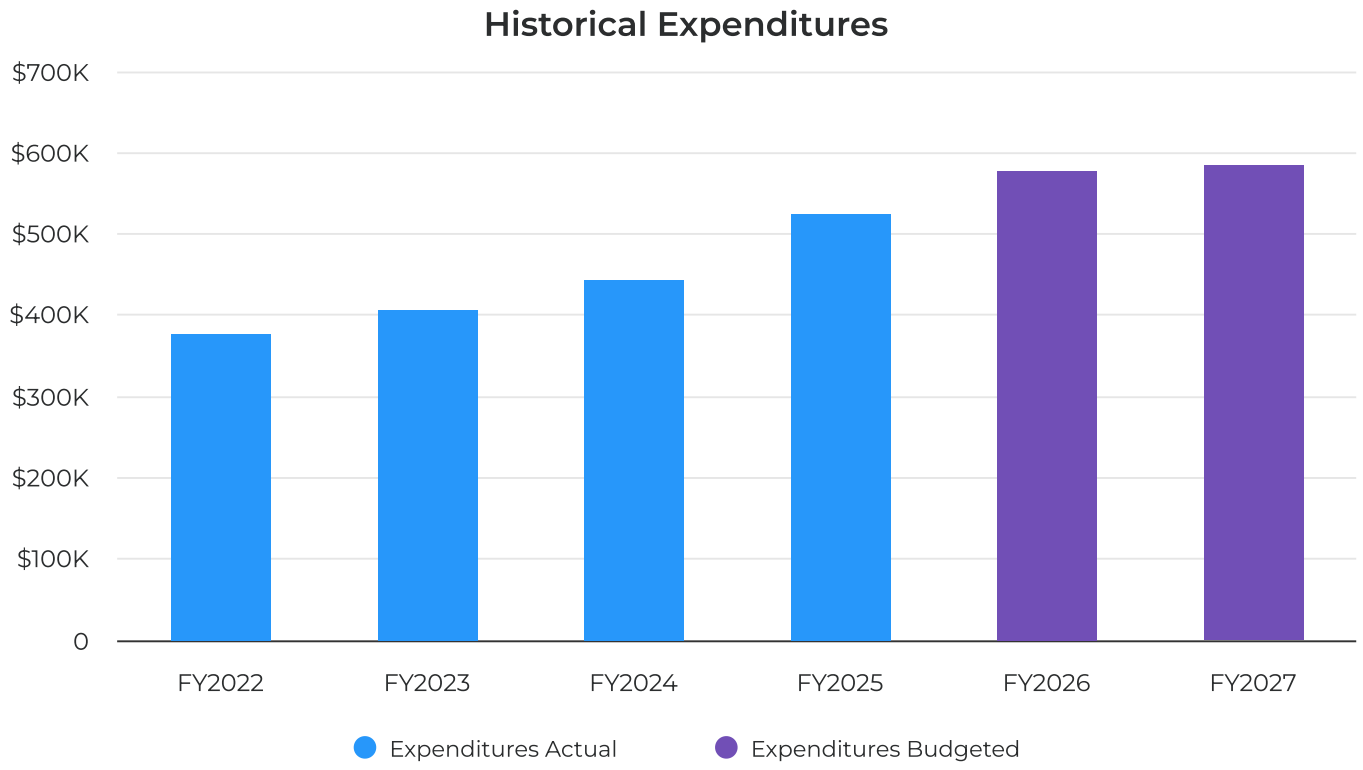
Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PERSONNEL - WAGES & SALARIES						
PART TIME WAGES	$12,452	-	-	-	-	-
Total PERSONNEL - WAGES & SALARIES	$12,452	-	-	-	-	-
PERSONNEL - BENEFITS						
RETIREMENT	$934	-	-	-	-	-
FICA/MEDICARE	$181	-	-	-	-	-
STATE UNEMPMNT INS	$257	-	-	-	-	-
Total PERSONNEL - BENEFITS	$1,372	-	-	-	-	-
OPERATING EXPENDITURES						
RENT	$4,425	$5,465	$5,685	-	-	-
Total OPERATING EXPENDITURES	$4,425	$5,465	$5,685	-	-	-
OTHER SERVICES						
MEMBERSHIP & DUES	-	-	$190	-	-	-
Total OTHER SERVICES	-	-	$190	-	-	-
SUPPLIES						
OPERATING SUPPLIES	$3,191	$1,009	-	-	-	-
Total SUPPLIES	$3,191	$1,009	-	-	-	-
Total Expenditures	**$21,439**	**$6,474**	**$5,875**	**-**	**-**	**-**

Animal Care Services

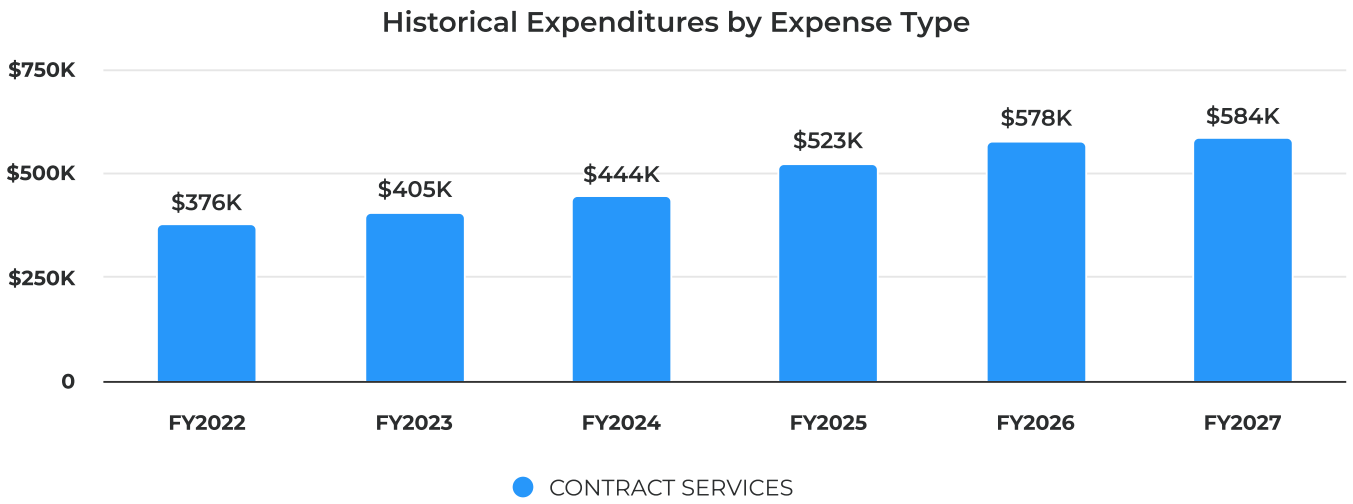
Animal control and animal shelter services have been provided through a contract with the City of Mission Viejo since 2009. In 2023, the City entered into a new seven-year agreement with the City of Mission Viejo, with an option to renew for an additional five-year term. Services include administration of pet licensing, field services, and shelter services. Field services are provided to the City seven days per week, 24 hours per day and include impounding of stray animals, transportation of injured animals , inspections, and investigations.

Costs for animal care services are shared between the cities of Aliso Viejo, Laguna Hills, Laguna Niguel, Rancho Santa Margarita, and Mission Viejo. Each city's share of the cost is determined annually and allocated based on population. For additional information on these services, visit https://www.cityofmissionviejo.org/departments/animal-services.

Expenditure Summary



Expenditures by Expense Type



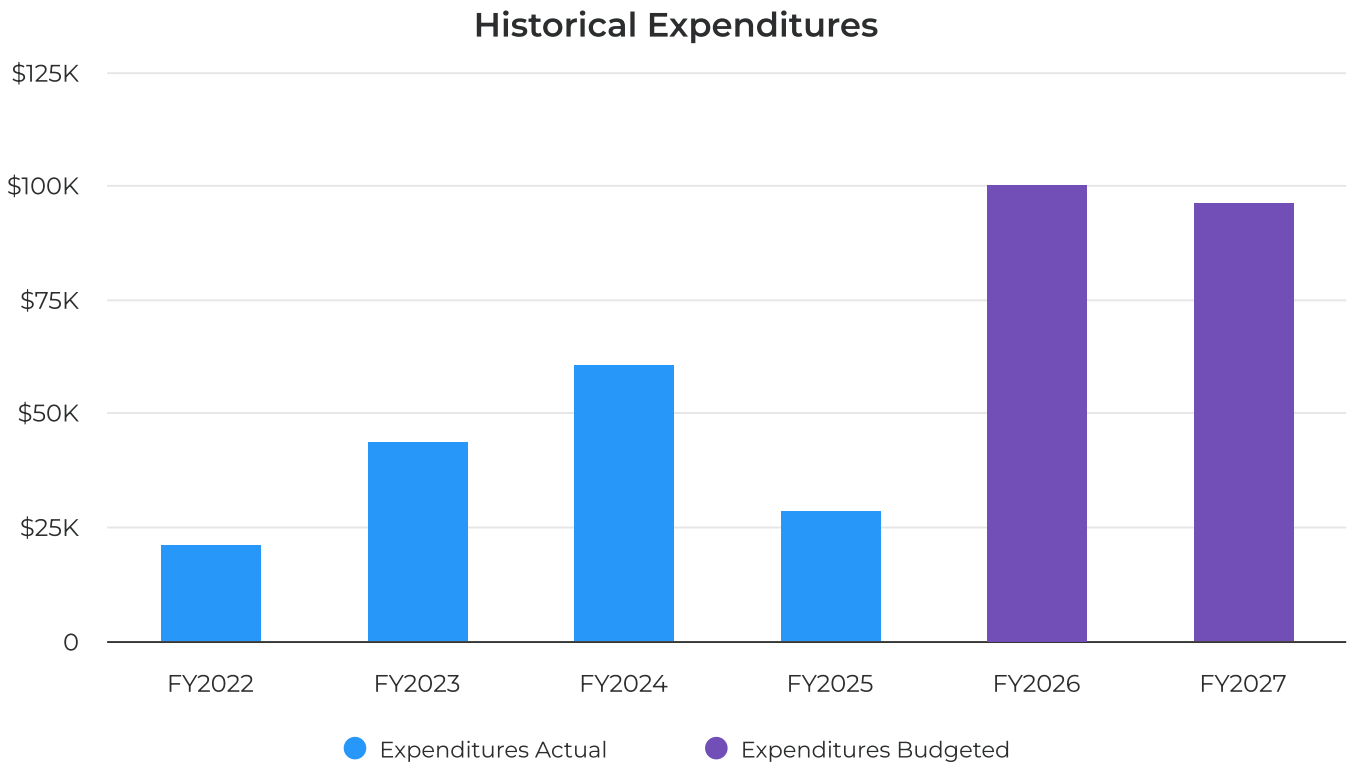
Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
CONTRACT SERVICES						
C.S-ANIMAL CARE SERVICES	$376,235	$405,499	$444,161	$523,469	$577,566	$584,195
Total CONTRACT SERVICES	$376,235	$405,499	$444,161	$523,469	$577,566	$584,195
Total Expenditures	**$376,235**	**$405,499**	**$444,161**	**$523,469**	**$577,566**	**$584,195**

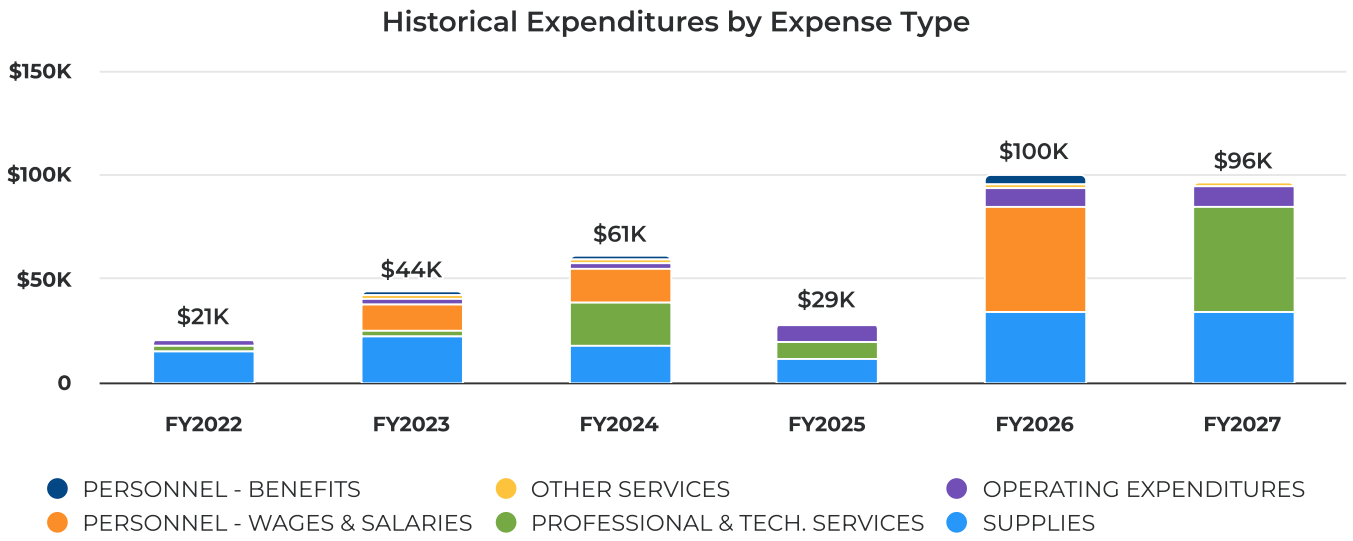
Emergency Operations Management

The Emergency Operations Management budget includes part-time salaries and other services and supplies. For FY 2021-22 through FY 2024-25, a full-time Senior Emergency Management Coordinator is provided through contract with Orange County Sheriff's Department.

Expenditure Summary



Expenditures by Expense Type



Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PERSONNEL - WAGES & SALARIES						
PART TIME WAGES	-	$12,547	$16,392	-	$50,000	-
Total PERSONNEL - WAGES & SALARIES	-	$12,547	$16,392	-	$50,000	-
PERSONNEL - BENEFITS						
RETIREMENT	-	$941	$1,229	-	$3,750	-
FICA/MEDICARE	-	$182	$238	-	$725	-
STATE UNEMPMNT INS	-	$147	$161	-	$176	-
Total PERSONNEL - BENEFITS	-	$1,270	$1,628	-	$4,651	-
PROFESSIONAL & TECH. SERVICES						
PROFESSIONAL SERVICES	$2,500	$2,281	$20,211	$7,980	-	$50,000
Total PROFESSIONAL & TECH. SERVICES	$2,500	$2,281	$20,211	$7,980	-	$50,000
OPERATING EXPENDITURES						
RENT	$2,985	$3,341	$3,390	$8,338	$9,700	$10,250
Total OPERATING EXPENDITURES	$2,985	$3,341	$3,390	$8,338	$9,700	$10,250
OTHER SERVICES						
MTGS/CONF/TRNG	$403	$853	$707	$428	$1,000	$1,000
MEMBERSHIP & DUES	$606	$1,018	$646	$274	$730	$730
Total OTHER SERVICES	$1,009	$1,871	$1,353	$702	$1,730	$1,730
SUPPLIES						
SUPPLIES	$43	$315	$499	$519	$500	$500
OPERATING SUPPLIES	$14,685	$21,978	$17,267	$11,030	$33,620	$33,620
Total SUPPLIES	$14,728	$22,293	$17,766	$11,549	$34,120	$34,120
Total Expenditures	**$21,223**	**$43,603**	**$60,740**	**$28,569**	**$100,201**	**$96,100**

Public Works

The Public Works Department oversees matters relating to City streets, public rights-of-way, capital projects, utilities, traffic-related issues, solid waste, water quality, and storm water. The Department coordinates with and provides information to the general public, contractors, developers, utility companies, and other public agencies. It coordinates City projects and plans with other governmental agencies to ensure that the City's concerns are addressed (i.e. Orange County Transportation Authority, CalTrans, County of Orange. These services are provided by a combination of City personnel and contract services. The Public Works department includes the following divisions:

- Engineering
- Traffic Engineering
- Street Maintenance
- Facilities Maintenance

The Engineering division is responsible for the day-to-day administration of all publicly owned properties, including 72 miles of streets, curbs, gutters, sidewalks, landscaped medians, 48 traffic signals, signs, streetlights, and 65 miles of storm drains, and 620 catch basins. Engineering administers capital projects, as well as various maintenance contracts for storm water, water quality, solid waste, and public works inspection and enforcement.

Operating expenditures include State and County water quality permits and contract services for NPDES, solid waste, and general engineering and landscape inspection services.

The Traffic Engineering division investigates traffic issues by conducting traffic surveys and studies and recommends solutions to the City Council and City Manager. Responsibilities include the review and development of City traffic engineering guidelines and standards, processing citizen concerns related to the existing circulation system and implementing corrective measures when appropriate, and analyzing traffic collision records to identify accident patterns and recommending any corrective measures.

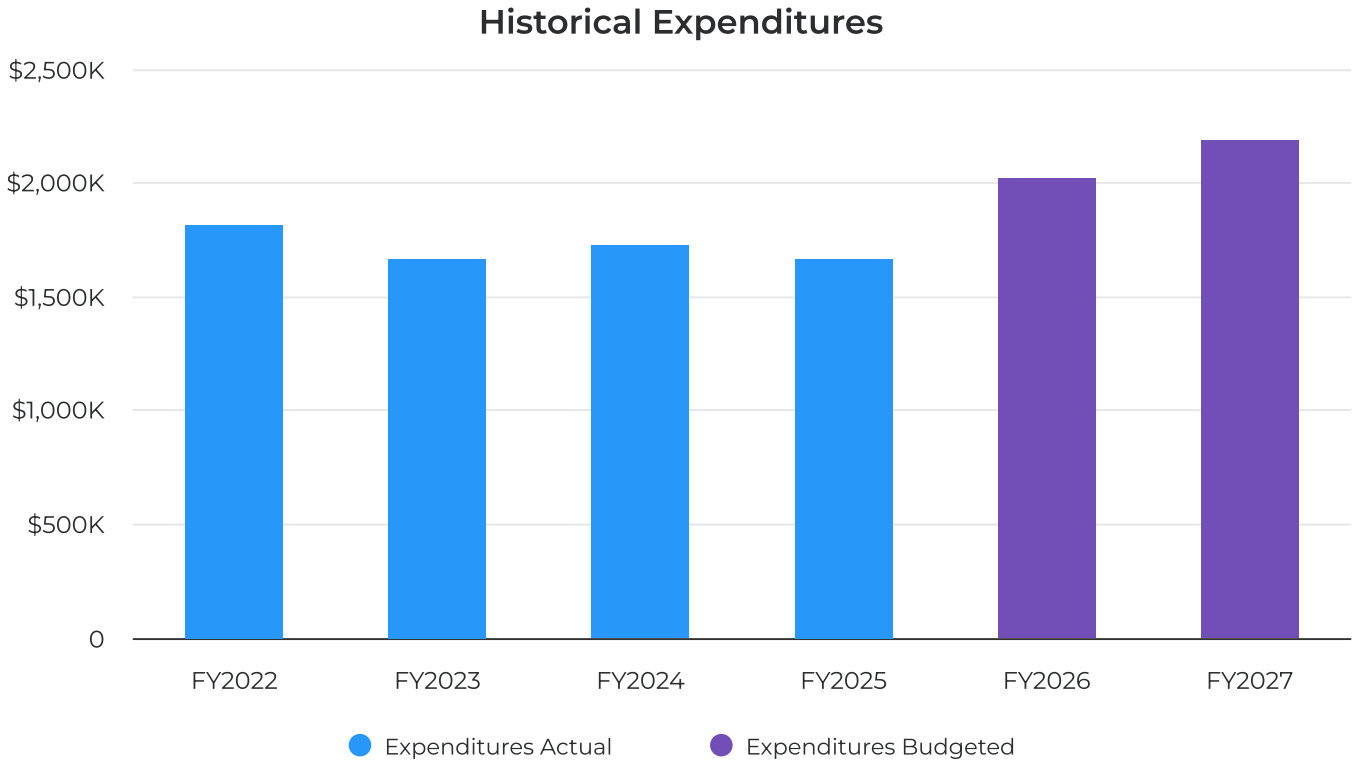
The Street Maintenance Division conducts inspections of streetlights, intersection lights, and traffic controllers, monitors the City's street sweeping and removal of debris from the public right of way, and maintains and repairs streets and sidewalks. In order to comply with the MOE for Measure M turn back funds, and other possible grant funding, the City is obligated to spend a minimum of $815,389 from the General Fund specifically for street and traffic costs and is budgeted accordingly.

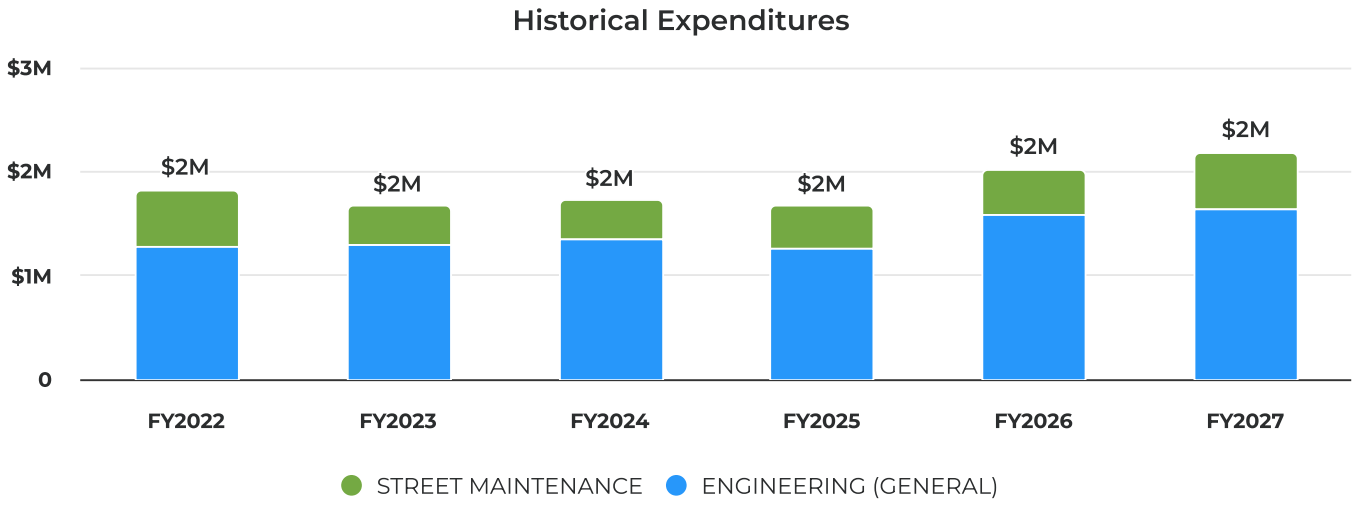
The Facility Maintenance Division conducts inspections of City facilities, buildings, and equipment and oversees their maintenance and capital projects.

Staff Summary

Authorized Positions (FTE)	2023	2024	2025	2026	2027
Director of Public Works	1.0	1.0	1.0	1.0	1.0
Associate Engineer	1.0	1.0	1.0	1.0	1.0
Facilities Supervisor	1.0	1.0	1.0	1.0	1.0
Street Supervisor	1.0	1.0	1.0	1.0	1.0
Total	**4.0**	**4.0**	**4.0**	**4.0**	**4.0**

Expenditure Summary





FY27 Expenditures by Department

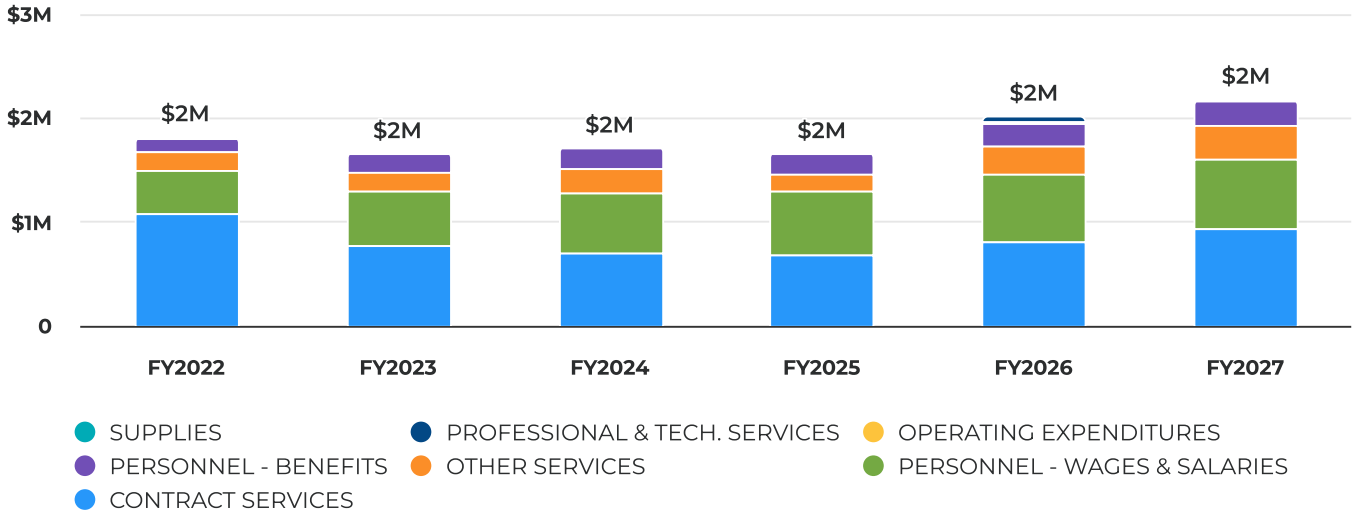
ENGINEERING (GENERAL)	**$1,643,635**	75.23%
STREET MAINTENANCE	**$541,200**	24.77%

Expenditures

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
ENGINEERING (GENERAL)	$1,275,921	$1,284,234	$1,352,676	$1,259,416	$1,583,927	$1,643,635
STREET MAINTENANCE	$543,051	$380,306	$371,914	$408,855	$438,700	$541,200
Total Expenditures	**$1,818,972**	**$1,664,540**	**$1,724,590**	**$1,668,271**	**$2,022,627**	**$2,184,835**

Expenditures by Expense Type

Historical Expenditures by Expense Type



Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PERSONNEL - WAGES & SALARIES						
REGULAR EMPLOYEES	$415,019	$522,082	$564,195	$590,975	$623,000	$645,000
LEAVE CASH OUT	-	-	$9,421	$14,209	$22,000	$24,800
Total PERSONNEL - WAGES & SALARIES	$415,019	$522,082	$573,616	$605,184	$645,000	$669,800
PERSONNEL - BENEFITS						

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
RETIREMENT	$43,406	$54,452	$62,270	$69,328	$78,892	$86,360
FICA/MEDICARE	$6,346	$7,943	$8,566	$9,167	$9,400	$11,320
STATE UNEMPMNT INS	$588	$735	$644	$644	$705	$705
MEDICAL INSURANCE	$50,490	$73,994	$84,578	$91,294	$94,360	$100,500
DENTAL INSURANCE	$3,628	$4,833	$5,758	$6,365	$6,470	$6,470
VISION INSURANCE	$626	$962	$1,049	$1,063	$1,065	$1,065
LIFE INSURANCE	$2,139	$2,768	$2,980	$3,134	$3,600	$4,000
BENEFIT CASH OUT	$20,796	$23,276	$21,719	$22,124	$21,635	$19,615
VEHICLE/CELL	$2,558	$3,450	$3,600	$3,600	$3,600	$3,600
Total PERSONNEL - BENEFITS	$130,577	$172,413	$191,165	$206,718	$219,727	$233,635
PROFESSIONAL & TECH. SERVICES						
OTHER CONTRACTUAL SERVICES	$2,117	-	-	-	$60,000	-
Total PROFESSIONAL & TECH. SERVICES	$2,117	-	-	-	$60,000	-
OPERATING EXPENDITURES						
RENT	$12,420	$12,420	$12,420	$12,420	$13,000	$21,000
COMPUTER EXPENSE	-	-	-	-	$1,500	$1,500
Total OPERATING EXPENDITURES	$12,420	$12,420	$12,420	$12,420	$14,500	$22,500
OTHER SERVICES						
PRINTING	-	-	-	-	$500	$500
MTGS/CONF/TRNG	$3,638	$2,711	$5,959	$4,968	$11,000	$11,000
MEMBERSHIP & DUES	$625	$1,382	$1,003	$857	$1,300	$1,300
MISCELLANEOUS CHARGES/EXPENSE	$1,962	-	-	-	-	-
PERMITS	$176,169	$173,376	$236,974	$152,223	$257,000	$315,000
Total OTHER SERVICES	$182,395	$177,469	$243,937	$158,048	$269,800	$327,800
SUPPLIES						
SUPPLIES	$756	$454	$997	$442	$1,000	$1,000
OPERATING SUPPLIES	$1,388	$3,881	$1,945	$1,477	$3,000	$3,000
MINOR EQUIPMENT	-	-	$493	$296	$500	$500
Total SUPPLIES	$2,144	$4,335	$3,435	$2,216	$4,500	$4,500
CONTRACT SERVICES						
NPDES	$361,105	$220,756	$234,643	$146,873	$240,400	$240,400
AB939-SOLID WASTE	$49,520	$88,848	$43,460	$47,958	$60,000	$60,000
C.S-MASTER PLANS	$42,193	-	-	-	-	-
C.S-CITY ENGINEERING	$78,431	$85,912	$50,000	$80,000	$70,000	$85,000
C.S-STREET MAINT	$543,051	$380,306	$371,914	$408,855	$438,700	$541,200
Total CONTRACT SERVICES	$1,074,300	$775,820	$700,017	$683,685	$809,100	$926,600
Total Expenditures	**$1,818,972**	**$1,664,540**	**$1,724,590**	**$1,668,271**	**$2,022,627**	**$2,184,835**

Transfers Out

The General Fund Budget includes inter-fund transfers to the Aliso Viejo Aquatic Center, Debt Service, Capital Improvement, and Storm Water Funds.

Aquatic Center Fund - In 2015, the City entered into an agreement with Premier Aquatic Services to operate the Aquatic Center year-end. Revenues for FY 2026-27 total approximately $0.8 million and expenses total $1.1 million. The General Fund subsidizes the operating deficit with a transfer of approximately $0.3 million.

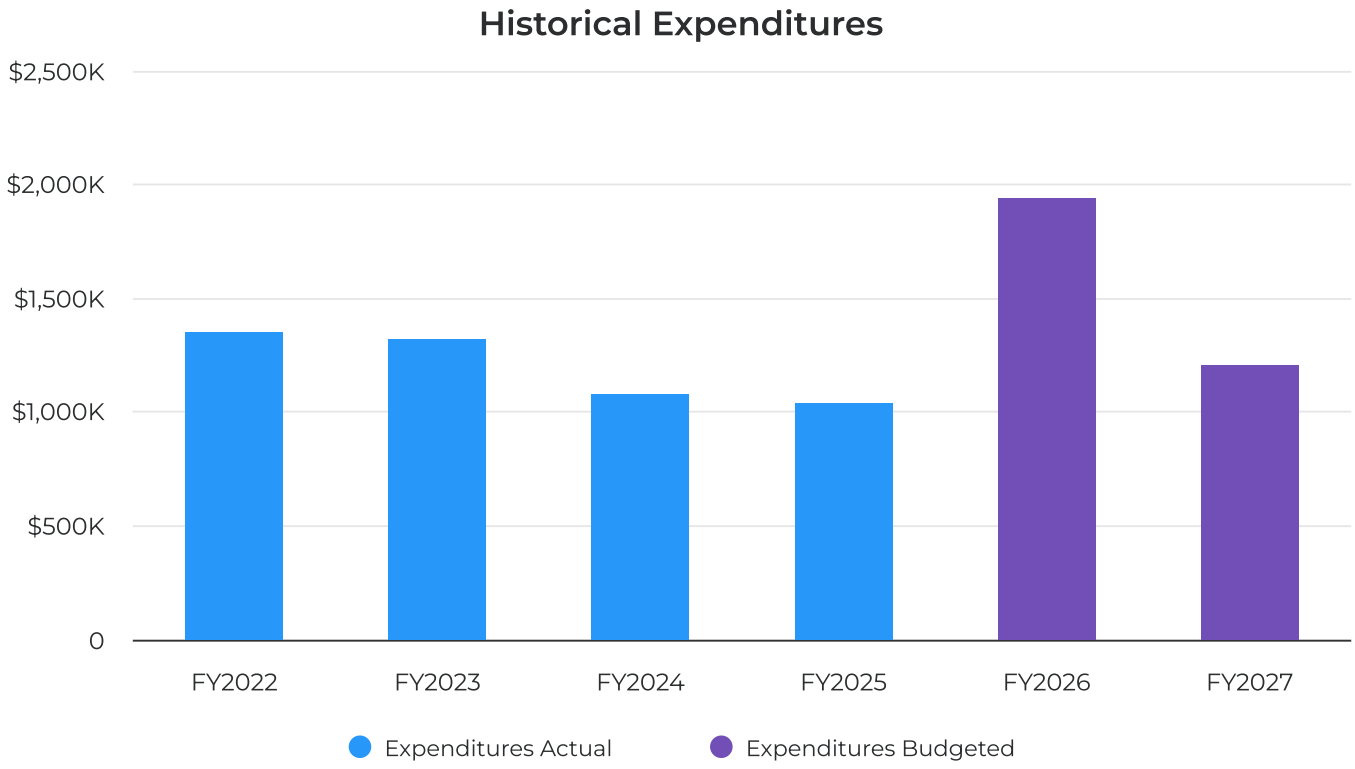
Debt Service Fund - In 2019, the City issued approximately $12.3 million of tax-exempt Certificates of Participation to provide financing for the construction of the Aliso Viejo Ranch. For FY 2026-27 principal payments total $0.3 million. Interest and fiscal charges total $0.4 million.

Capital Improvement Fund - The General Fund provides funding for capital improvements to City facilities, which include City Hall, Aliso Viejo Ranch, Aliso Viejo Aquatic Center, Aliso Viejo Center, Iglesia Park and Community Center, and Vista Park. FY 2026-27 transfers include the following capital improvement projects totaling $0.2 million.

- Vista Park - Replacement of lighting, trellis, and playground resurfacing - $47,500
- Aquatic Center – Replacement of the recreation pool plaster and lighting management system - $120,000
- Aliso Viejo Center – Replacement of lighting management system - $60,000

Storm Water Fund - Maintenance and monitoring projects for Dairy Fork and wetlands total approximately $20,000 annually through a transfer from the General Fund.

Expenditure Summary

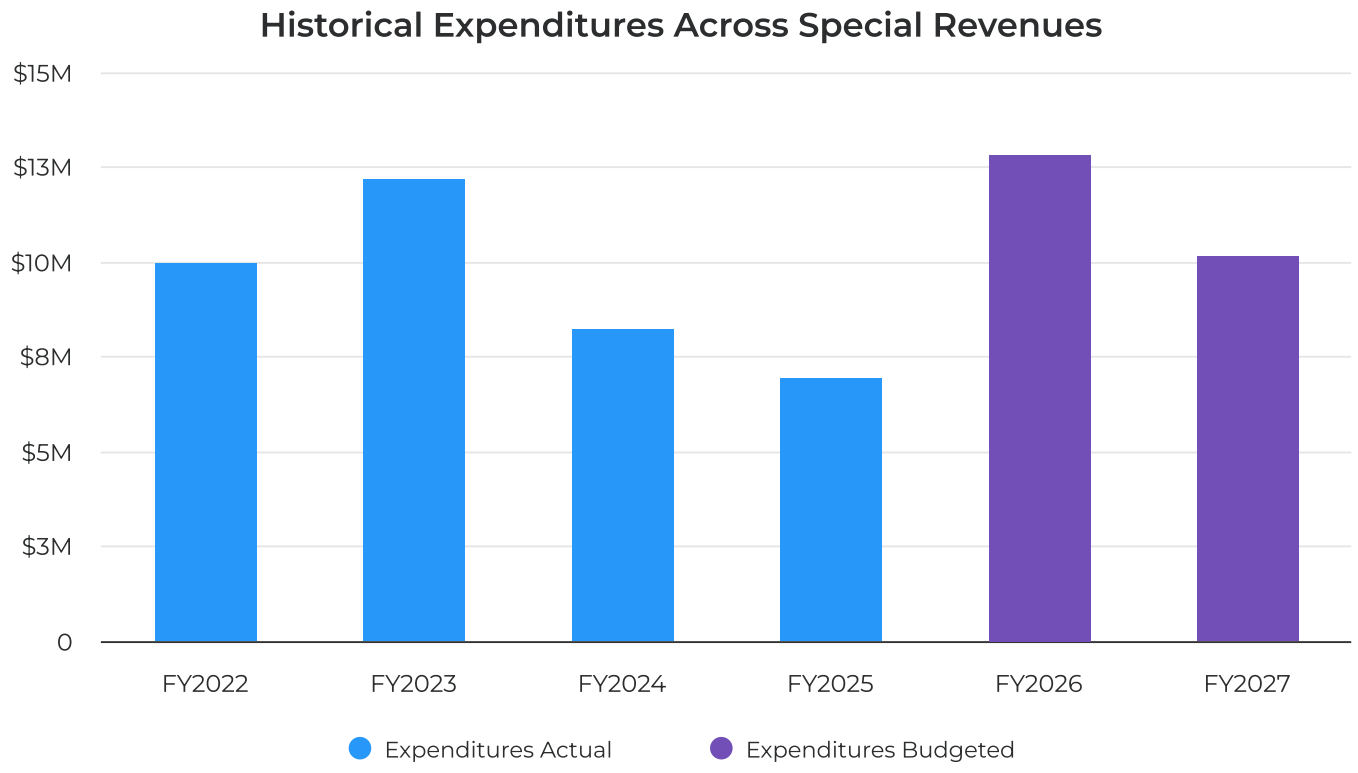


General Fund Transfers Out - Detail

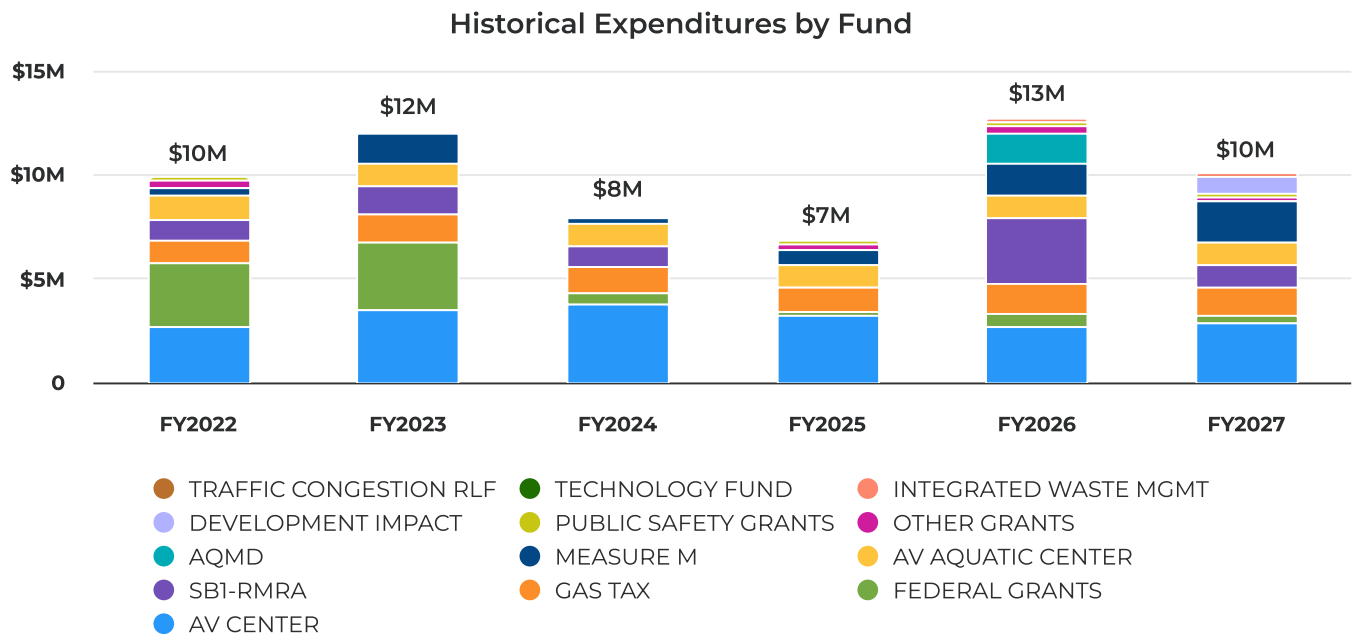
Fund		FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted Budget	FY 2027 Proposed Budget
261	Aquatic Center	$ 108,389	$ 217,503	$ 159,252	$ 163,628	$ 284,450	$ 300,750
331	Capital Improvements	294,741	428,191	257,590	209,688	981,000	227,500
332	Storm Water	24,692	17,130	9,883	14,833	20,000	20,000
411	Debt Service	654,436	658,747	655,795	655,369	657,450	656,450
	Total Transfers Out	$ 1,082,258	$ 1,321,571	$ 1,082,520	$ 1,043,518	$ 1,942,900	$ 1,204,700

Special Revenue Funds

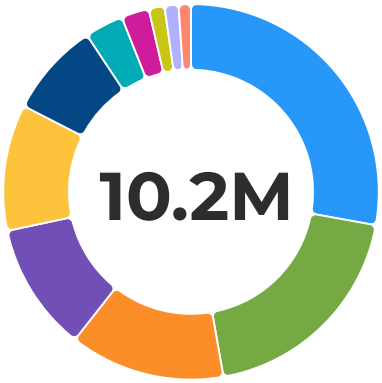
Expenditure Summary



Expenditures by Fund



FY27 Expenditures by Fund

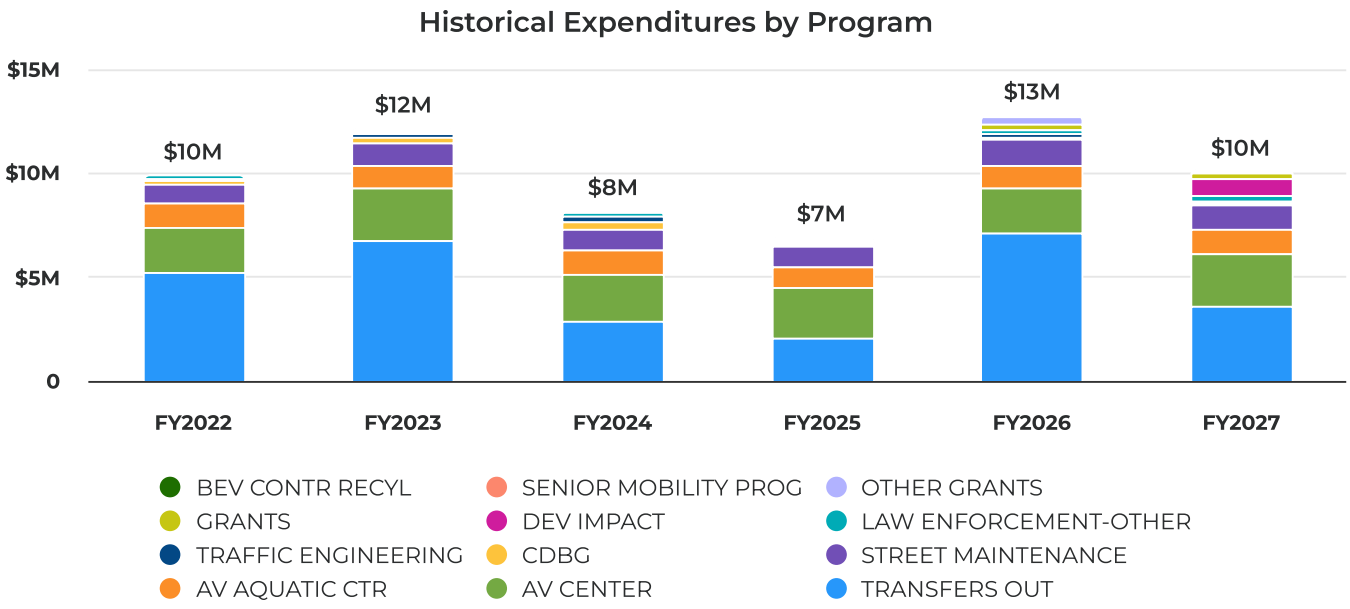


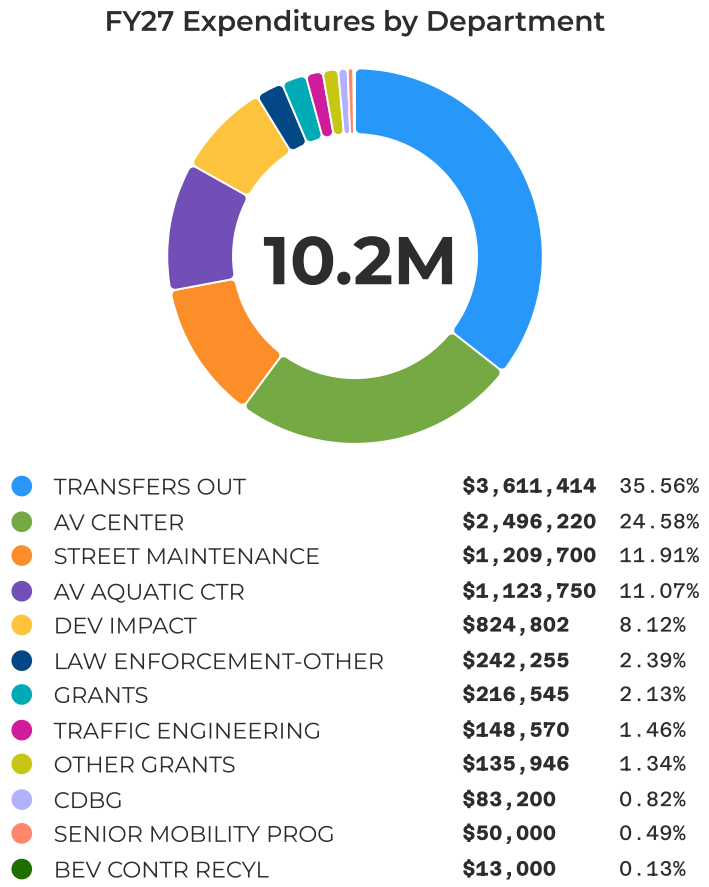
AV CENTER	**$2,828,330**	27.85%
MEASURE M	**$1,967,885**	19.38%
GAS TAX	**$1,358,270**	13.37%
AV AQUATIC CENTER	**$1,123,750**	11.07%
SB1-RMRA	**$1,105,000**	10.88%
DEVELOPMENT IMPACT	**$824,802**	8.12%
FEDERAL GRANTS	**$337,619**	3.32%
PUBLIC SAFETY GRANTS	**$242,255**	2.39%
OTHER GRANTS	**$137,946**	1.36%
TECHNOLOGY FUND	**$121,545**	1.20%
INTEGRATED WASTE MGMT	**$108,000**	1.06%

Expenditures by Fund

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
TRAFFIC CONGESTION RLF	$11,769	$16,567	-	-	-	-
GAS TAX	$1,162,911	$1,413,179	$1,311,251	$1,125,975	$1,465,270	$1,358,270
MEASURE M	$398,961	$1,415,248	$207,157	$757,795	$1,565,984	$1,967,885
SB1-RMRA	$944,154	$1,323,100	$987,228	$84,914	$3,180,000	$1,105,000
PUBLIC SAFETY GRANTS	$164,879	$123,925	$120,798	$125,409	$186,677	$242,255
AQMD	-	-	-	-	$1,422,918	-
INTEGRATED WASTE MGMT	$15,184	$8,281	$50,910	$62,347	$180,000	$108,000
OTHER GRANTS	$348,569	$38,792	$128,345	$295,320	$365,620	$137,946
TECHNOLOGY FUND	$24,832	$30,216	$44,762	$65,853	$130,200	$121,545
DEVELOPMENT IMPACT	-	$39,095	-	-	-	$824,802
FEDERAL GRANTS	$3,007,233	$3,200,845	$547,060	$199,515	$630,848	$337,619
AV CENTER	$2,686,733	$3,489,127	$3,721,550	$3,193,144	$2,630,000	$2,828,330
AV AQUATIC CENTER	$1,170,132	$1,088,352	$1,098,511	$1,003,374	$1,064,450	$1,123,750
Total Expenditures	**$9,935,357**	**$12,186,727**	**$8,217,571**	**$6,913,645**	**$12,821,967**	**$10,155,402**

Expenditures by Program



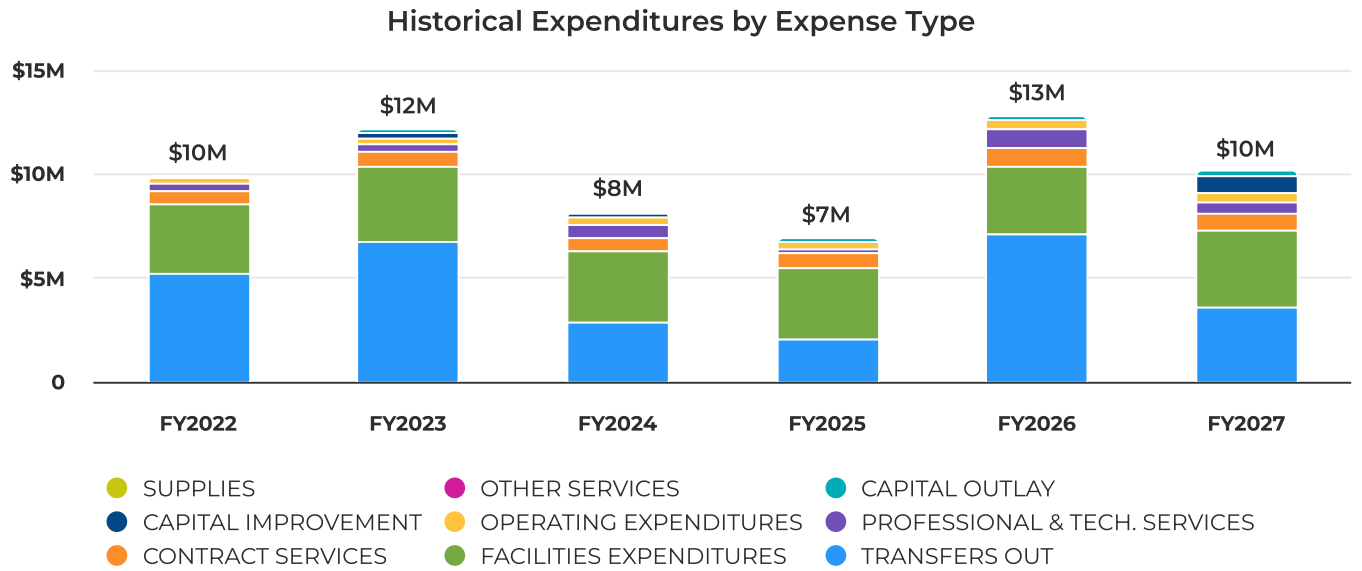


Expenditures by Department

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
TRAFFIC ENGINEERING	$87,963	$214,895	$303,154	$73,508	$175,000	$148,570
STREET MAINTENANCE	$943,033	$1,021,284	$1,008,097	$1,052,466	$1,269,700	$1,209,700

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
LAW ENFORCEMENT-OTHER	$164,879	$123,925	$120,798	$125,409	$186,677	$242,255
TRAFFIC CONGESTION	-	-	-	-	-	-
SENIOR MOBILITY PROG	$4,140	$20,524	$27,482	$33,591	$50,000	$50,000
AQMD	-	-	-	-	-	-
BEV CONTR RECYL	$15,184	$8,281	$6,925	$15,522	$40,000	$13,000
USED OIL RECYCLING	-	-	-	-	-	-
OTHER GRANTS	-	$44,431	$50,681	$5,338	$355,427	$135,946
GRANTS	$24,832	$30,216	$61,977	$105,411	$270,200	$216,545
DEV IMPACT	-	$67,511	-	-	-	$824,802
CDBG	$163,991	$287,371	$390,919	$60,523	$131,039	$83,200
AV CENTER	$2,207,490	$2,567,314	$2,322,471	$2,435,484	$2,211,100	$2,496,220
AV AQUATIC CTR	$1,170,132	$1,088,352	$1,098,511	$1,003,374	$1,064,450	$1,123,750
TRANSFERS OUT	$5,153,712	$6,712,624	$2,826,556	$2,003,019	$7,068,374	$3,611,414
Total Expenditures	**$9,935,357**	**$12,186,727**	**$8,217,571**	**$6,913,645**	**$12,821,967**	**$10,155,402**

Expenditures by Expense Type

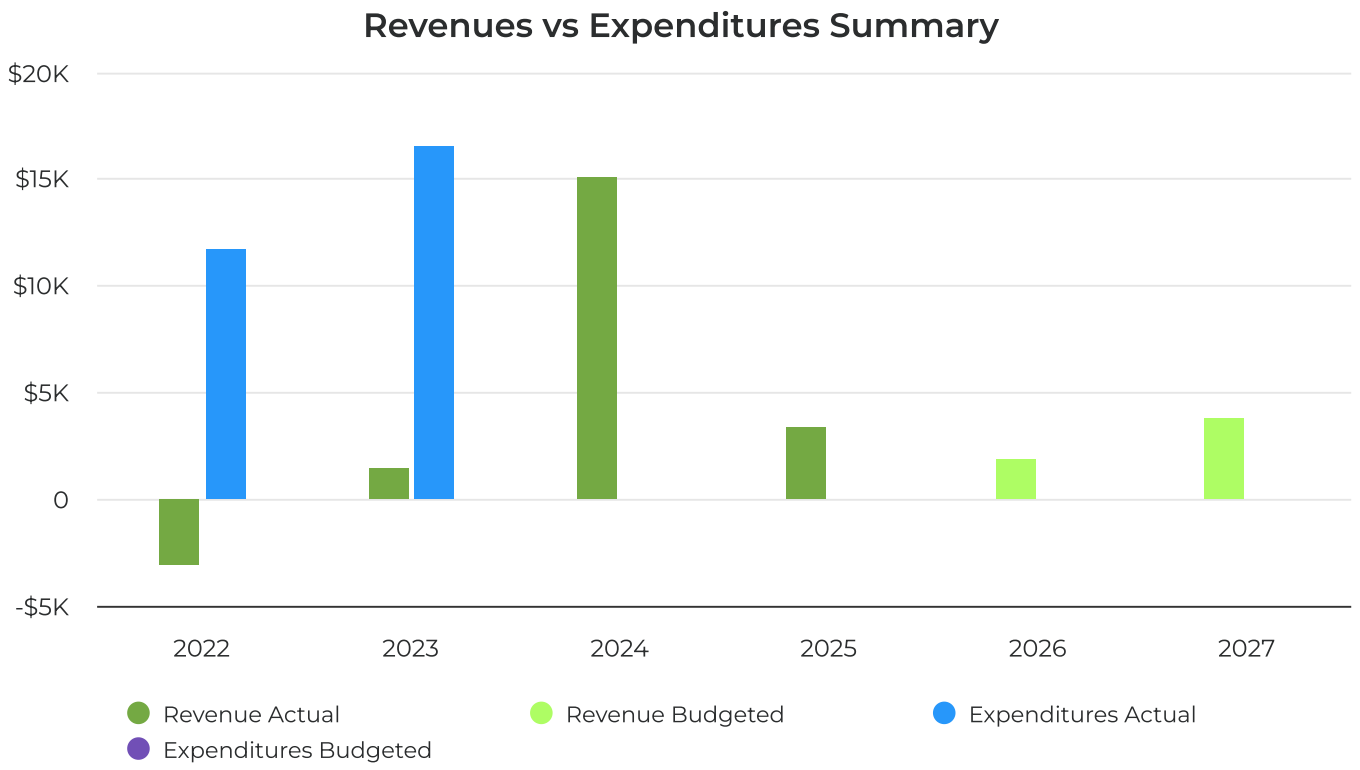


Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PROFESSIONAL & TECH. SERVICES	$284,021	$383,982	$599,784	$235,382	$909,399	$543,646
OPERATING EXPENDITURES	$279,852	$312,770	$332,416	$364,603	$434,700	$434,045
OTHER SERVICES	-	$17,938	$18,565	$18,565	$18,567	$18,570
SUPPLIES	-	-	-	-	$5,000	$5,000
CONTRACT SERVICES	$675,271	$674,180	$697,302	$727,809	$923,700	$855,700
CAPITAL OUTLAY	$164,879	$176,133	$120,798	$125,409	$186,677	$242,255
TRANSFERS OUT	$5,153,712	$6,712,624	$2,826,556	$2,003,019	$7,068,374	$3,611,414
CAPITAL IMPROVEMENT	-	$253,435	$201,168	-	-	$824,802
FACILITIES EXPENDITURES	$3,377,622	$3,655,666	$3,420,981	$3,438,858	$3,275,550	$3,619,970
Total Expenditures	**$9,935,357**	**$12,186,727**	**$8,217,571**	**$6,913,645**	**$12,821,967**	**$10,155,402**

Traffic Congestion Relief Fund

Assembly Bill 2928 established the Traffic Congestion Relief Fund (TCRF) in the State Treasury for allocating funds to cities and counties for street or road maintenance or reconstruction. Cities and counties are required to maintain their existing commitment of general funds for street or roadwork in order to remain eligible for allocation of these funds. State law requires these revenues to be deposited and accounted for in a special revenue fund.

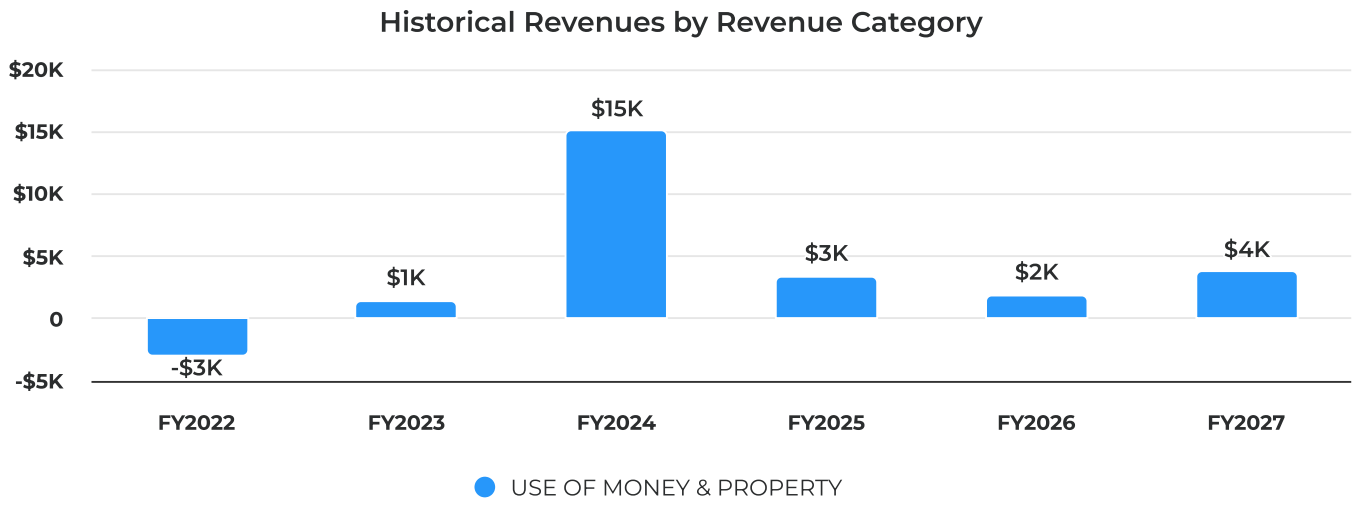


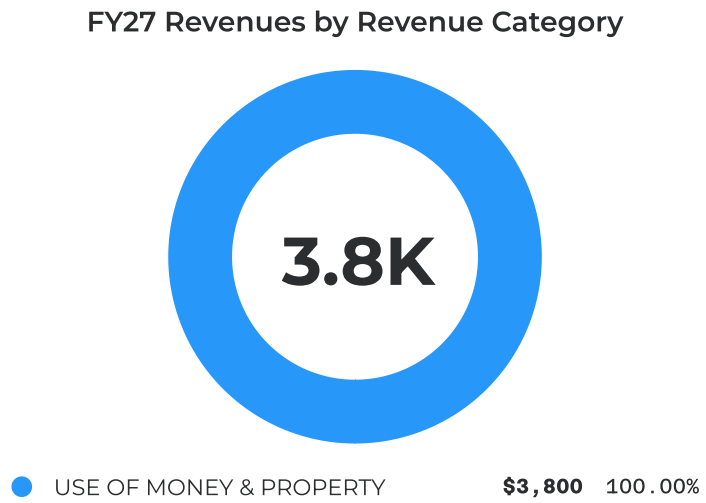
Comprehensive Fund Summary

Comprehensive Fund Summary

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Beginning Fund Balance	**$90,909**	**$76,109**	**$60,982**	**$76,068**	**$79,430**	**$81,330**
Revenues						
USE OF MONEY & PROPERTY	-$3,031	$1,440	$15,086	$3,362	$1,900	$3,800
Total Revenues	**-$3,031**	**$1,440**	**$15,086**	**$3,362**	**$1,900**	**$3,800**
Expenditures						
TRANSFERS OUT	$11,769	$16,567	-	-	-	-
Total Expenditures	**$11,769**	**$16,567**	**-**	**-**	**-**	**-**
Total Revenues Less Expenditures	**-$14,800**	**-$15,127**	**$15,086**	**$3,362**	**$1,900**	**$3,800**
Ending Fund Balance	**$76,109**	**$60,982**	**$76,068**	**$79,430**	**$81,330**	**$85,130**

Revenues by Revenue Category

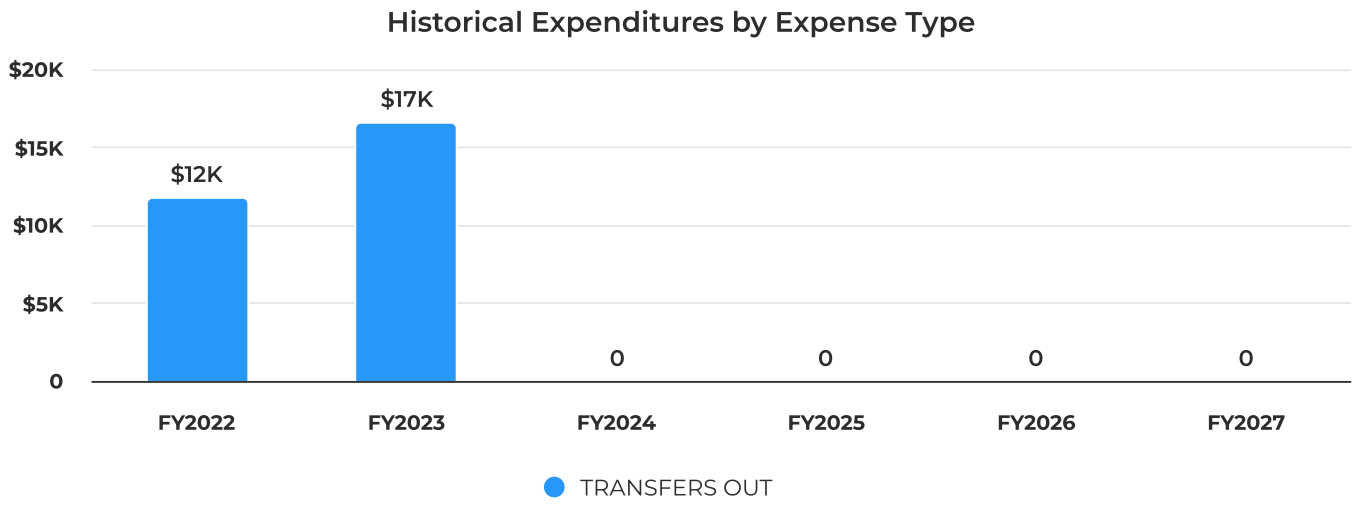




Revenues by Revenue Category

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
USE OF MONEY & PROPERTY						
INVESTMENT EARNINGS	-$3,031	$1,440	$15,086	$3,362	$1,900	$3,800
Total USE OF MONEY & PROPERTY	-$3,031	$1,440	$15,086	$3,362	$1,900	$3,800
Total Revenues	**-$3,031**	**$1,440**	**$15,086**	**$3,362**	**$1,900**	**$3,800**

Expenditures by Expense Type

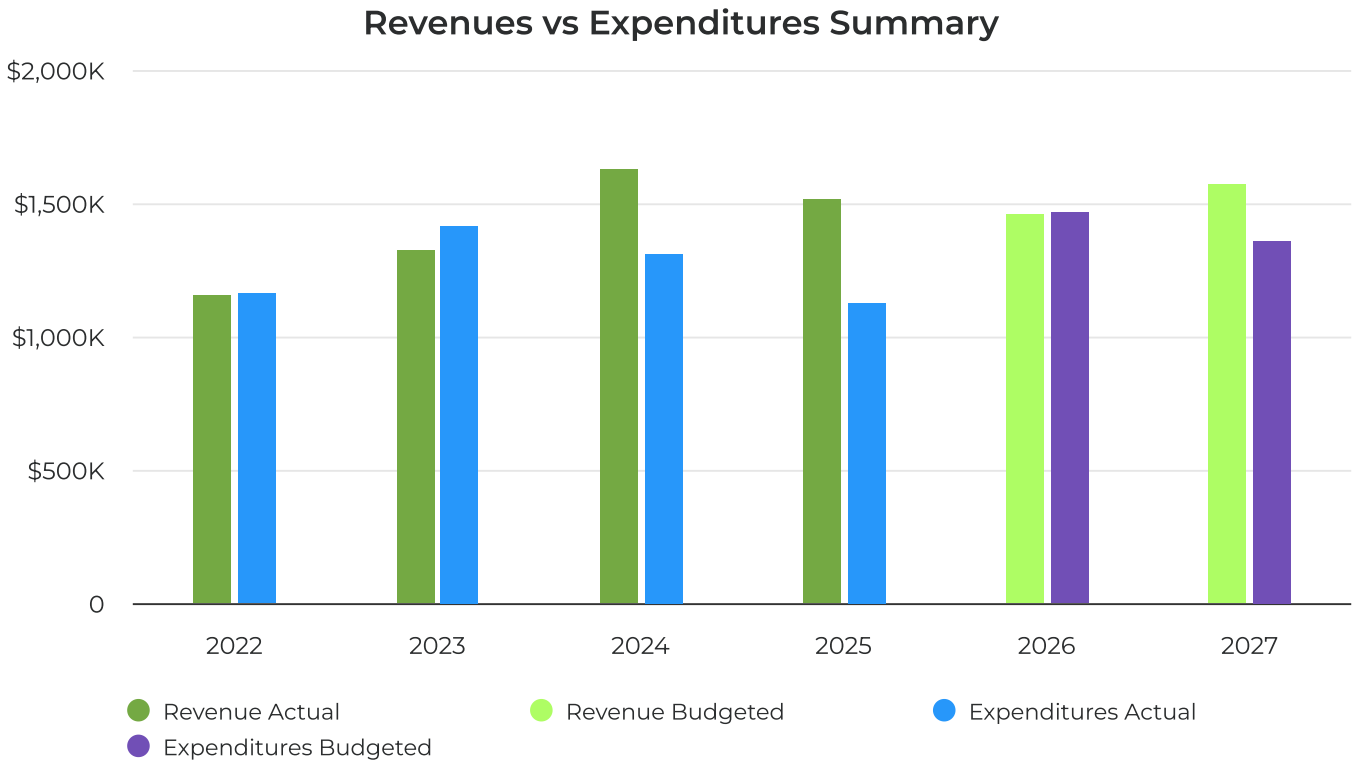


Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
TRANSFERS OUT						
TRANSFERS OUT	$11,769	$16,567	-	-	-	-
Total TRANSFERS OUT	$11,769	$16,567	-	-	-	-
Total Expenditures	**$11,769**	**$16,567**	**-**	**-**	**-**	**-**

Gas Tax

The City receives funds from Sections 2105, 2106, 2107 and 2107.5 of the Streets and Highways code. State law requires these revenues be recorded in a Special Revenue Fund, and that they be utilized solely for street related purposes such as new construction, rehabilitation, and maintenance.

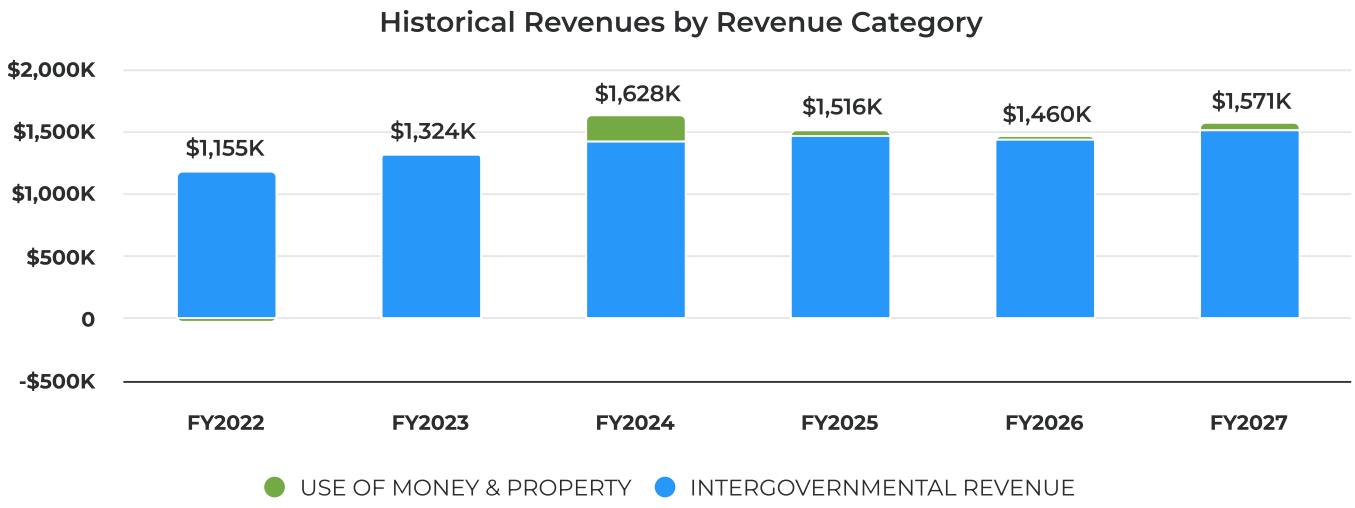


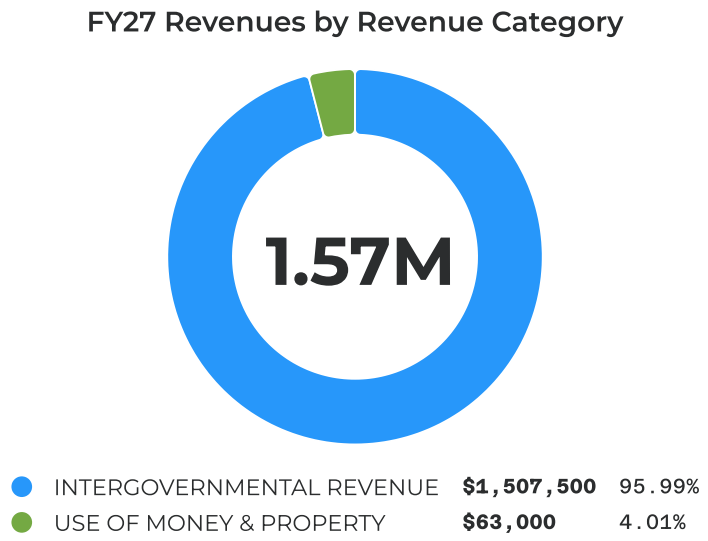
Comprehensive Fund Summary

Comprehensive Fund Summary

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Beginning Fund Balance	**$740,649**	**$732,739**	**$643,272**	**$959,679**	**$1,349,535**	**$1,343,765**
Revenues						
USE OF MONEY & PROPERTY	-$31,431	$6,287	$203,094	$52,567	$27,000	$63,000
INTERGOVERNMENTAL REVENUE	$1,186,433	$1,317,425	$1,424,564	$1,463,264	$1,432,500	$1,507,500
Total Revenues	**$1,155,002**	**$1,323,713**	**$1,627,658**	**$1,515,830**	**$1,459,500**	**$1,570,500**
Expenditures						
PROFESSIONAL & TECH. SERVICES	$87,963	$196,958	$284,589	$54,943	$156,433	$130,000
OPERATING EXPENDITURES	$267,763	$294,896	$310,795	$324,658	$346,000	$354,000
OTHER SERVICES	-	$17,938	$18,565	$18,565	$18,567	$18,570
CONTRACT SERVICES	$675,271	$674,180	$697,302	$727,809	$923,700	$855,700
CAPITAL OUTLAY	-	$52,208	-	-	-	-
TRANSFERS OUT	$131,915	$177,000	-	-	$20,570	-
Total Expenditures	**$1,162,911**	**$1,413,179**	**$1,311,251**	**$1,125,975**	**$1,465,270**	**$1,358,270**
Total Revenues Less Expenditures	**-$7,910**	**-$89,467**	**$316,407**	**$389,856**	**-$5,770**	**$212,230**
Ending Fund Balance	**$732,739**	**$643,272**	**$959,679**	**$1,349,535**	**$1,343,765**	**$1,555,995**

Revenues by Revenue Category



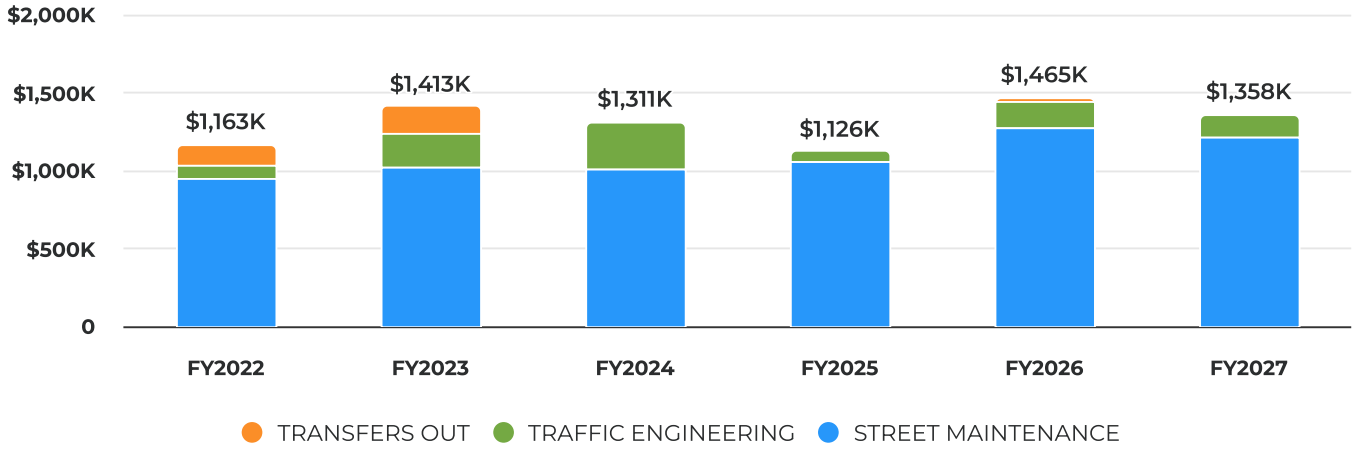


Revenues by Revenue Category

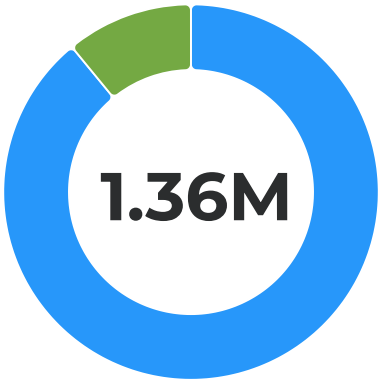
Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
USE OF MONEY & PROPERTY						
INVESTMENT EARNINGS	-$31,431	$6,287	$203,094	$52,567	$27,000	$63,000
Total USE OF MONEY & PROPERTY	-$31,431	$6,287	$203,094	$52,567	$27,000	$63,000
INTERGOVERNMENTAL REVENUE						
GAS TAX-2105	$277,293	$295,140	$314,534	$321,788	$325,000	$330,000
GAS TAX-2106	$176,685	$189,991	$205,140	$212,289	$200,000	$220,000
GAS TAX-2107	$331,702	$402,227	$425,749	$426,880	$440,000	$450,000
GAS TAX-ADMIN TAX	$6,000	$7,500	$7,500	$7,500	$7,500	$7,500
GAS TAX-2103	$394,753	$422,567	$471,642	$494,808	$460,000	$500,000
Total INTERGOVERNMENTAL REVENUE	$1,186,433	$1,317,425	$1,424,564	$1,463,264	$1,432,500	$1,507,500
Total Revenues	**$1,155,002**	**$1,323,713**	**$1,627,658**	**$1,515,830**	**$1,459,500**	**$1,570,500**

Expenditures by Department

Historical Expenditures by Department



FY27 Expenditures by Department



STREET MAINTENANCE	**$1,209,700**	89.06%
TRAFFIC ENGINEERING	**$148,570**	10.94%

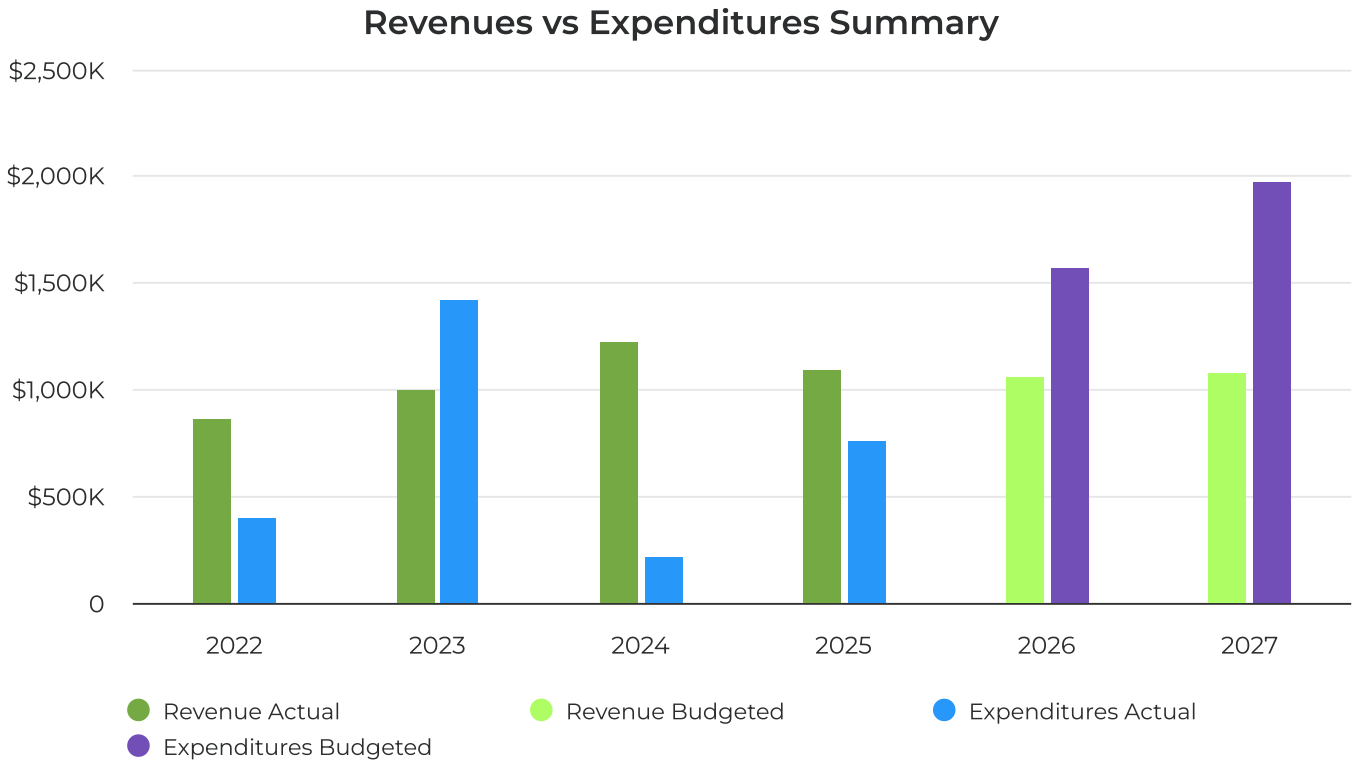
Expenditures by Department

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
TRAFFIC ENGINEERING						
PROFESSIONAL SERVICES	$87,963	$196,958	$284,589	$54,943	$156,433	$130,000
SUBSCRIPTION FINANCIAL PRINCIPAL	-	$16,080	$17,028	$17,400	$17,781	$18,170
SUBSCRIPTION FINANCIAL INTEREST	-	$1,857	$1,537	$1,165	$786	$400
Total TRAFFIC ENGINEERING	$87,963	$214,895	$303,154	$73,508	$175,000	$148,570
STREET MAINTENANCE						
UTILITIES	$267,763	$294,896	$310,795	$324,658	$346,000	$354,000
C.S-STREET MAINT	$571,247	$599,142	$593,278	$620,144	$783,700	$710,700
C.S-STREET SWEEPING	$104,024	$75,038	$104,024	$107,665	$140,000	$145,000
STREET MAINT EQUIP	-	$52,208	-	-	-	-
Total STREET MAINTENANCE	$943,033	$1,021,284	$1,008,097	$1,052,466	$1,269,700	$1,209,700
TRANSFERS OUT						
TRANSFERS OUT	$131,915	$177,000	-	-	$20,570	-
Total TRANSFERS OUT	$131,915	$177,000	-	-	$20,570	-
Total Expenditures	**$1,162,911**	**$1,413,179**	**$1,311,251**	**$1,125,975**	**$1,465,270**	**$1,358,270**

Measure M

Measure "M" is a one-half cent sales tax created for countywide transportation improvements. Measure M was originally approved by Orange County voters in November 1990 and ended in March 2011. Measure "M" was created to develop a varied transportation system that would relieve congestion on existing freeways, streets and roads, and ensure future mobility within Orange County. The Orange County Transportation Authority (OCTA) administers Measure "M" funds.

Orange County Voters approved the renewal of Measure M in November 2006. The Program took effect in April 2011 and will provide more than $11.8 billion to improve transportation in Orange County over a 30-year period.



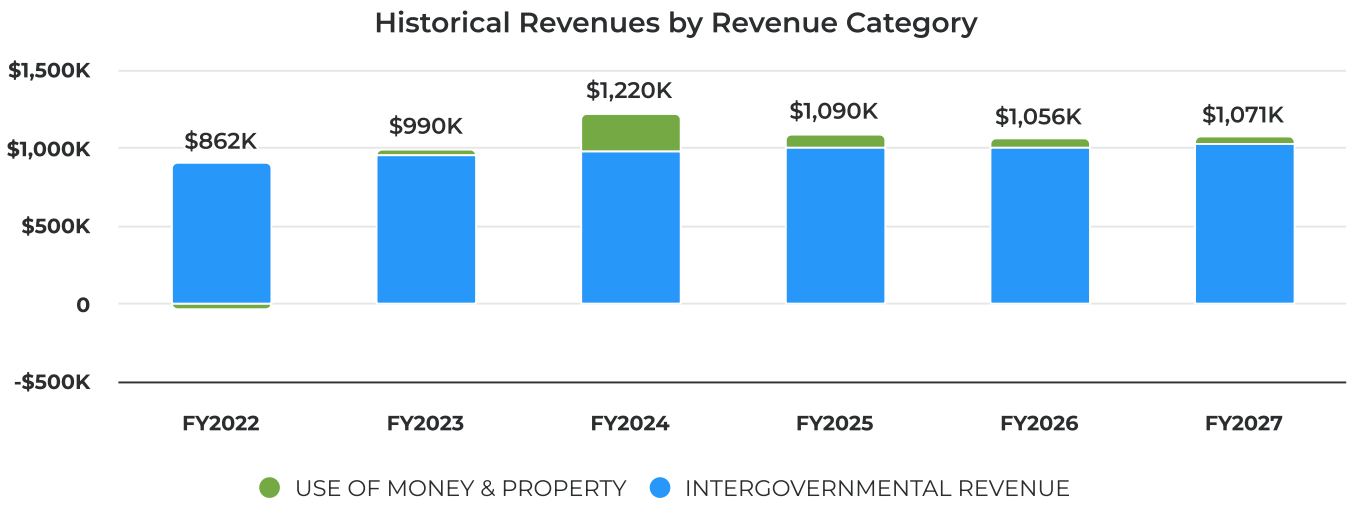
Comprehensive Fund Summary

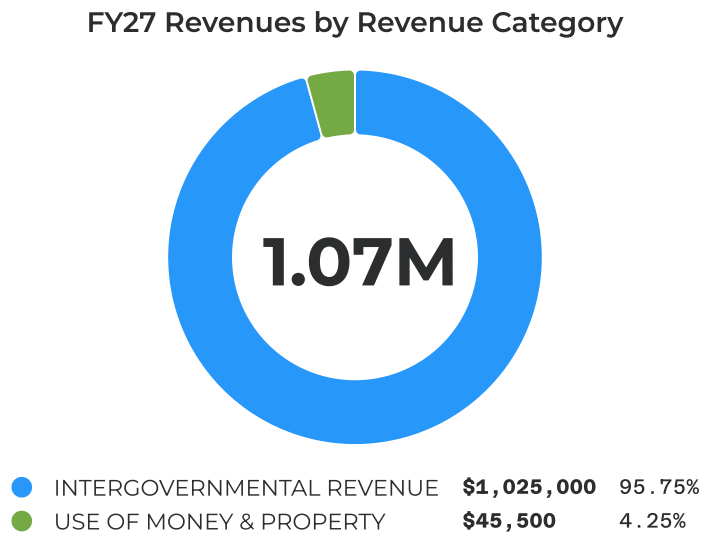
Comprehensive Fund Summary

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Beginning Fund Balance	**$851,547**	**$1,314,964**	**$890,040**	**$1,903,028**	**$2,234,906**	**$1,724,922**
Revenues						
USE OF MONEY & PROPERTY	-$40,196	$36,560	$244,678	$91,148	$54,000	$45,500
INTERGOVERNMENTAL REVENUE	$902,573	$953,764	$975,467	$998,524	$1,002,000	$1,025,000
Total Revenues	**$862,377**	**$990,325**	**$1,220,146**	**$1,089,672**	**$1,056,000**	**$1,070,500**
Expenditures						
PROFESSIONAL & TECH. SERVICES	$4,140	$20,524	$27,482	$33,591	$50,000	$50,000
TRANSFERS OUT	$394,821	$1,394,724	$179,675	$724,204	$1,515,984	$1,917,885
Total Expenditures	**$398,961**	**$1,415,248**	**$207,157**	**$757,795**	**$1,565,984**	**$1,967,885**
Total Revenues Less Expenditures	**$463,416**	**-$424,924**	**$1,012,989**	**$331,878**	**-$509,984**	**-$897,385**

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Ending Fund Balance	$1,314,964	$890,040	$1,903,028	$2,234,906	$1,724,922	$827,537

Revenues by Revenue Category



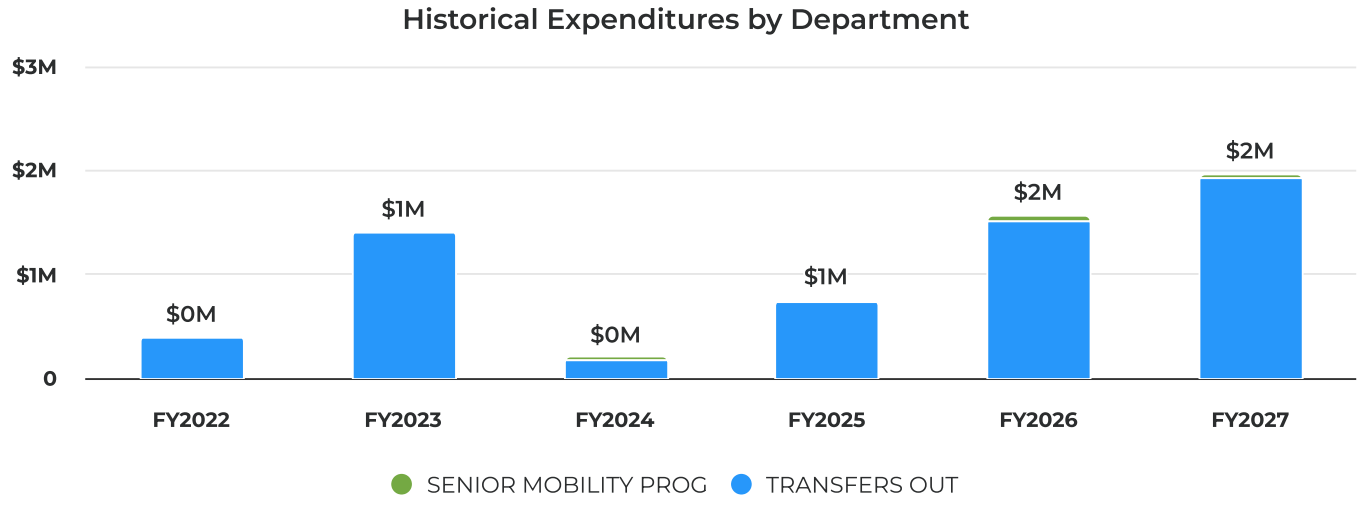


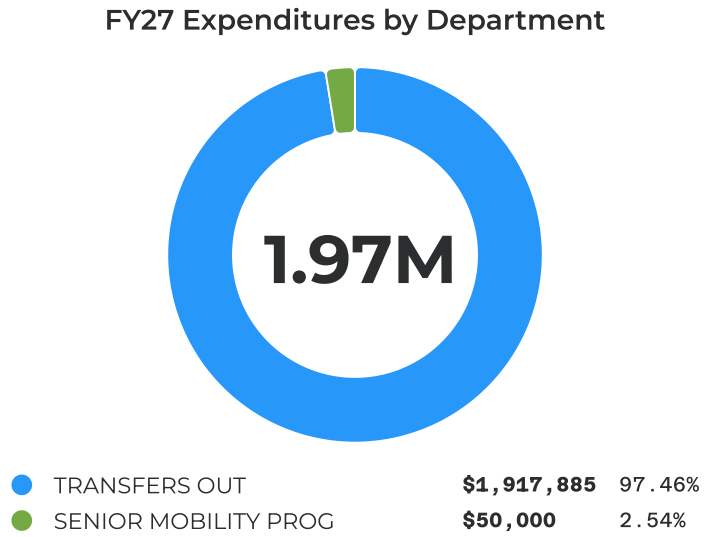
Revenues by Revenue Category

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
USE OF MONEY & PROPERTY						
INVESTMENT EARNINGS	-$40,196	$36,560	$244,678	$91,148	$54,000	$45,500
Total USE OF MONEY & PROPERTY	-$40,196	$36,560	$244,678	$91,148	$54,000	$45,500
INTERGOVERNMENTAL REVENUE						
MEASURE M	$846,159	$917,418	$939,243	$946,306	$950,000	$975,000
MEASURE M-SMP	$56,414	$36,346	$36,224	$52,219	$52,000	$50,000
Total INTERGOVERNMENTAL REVENUE	$902,573	$953,764	$975,467	$998,524	$1,002,000	$1,025,000

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Total Revenues	**$862,377**	**$990,325**	**$1,220,146**	**$1,089,672**	**$1,056,000**	**$1,070,500**

Expenditures by Department



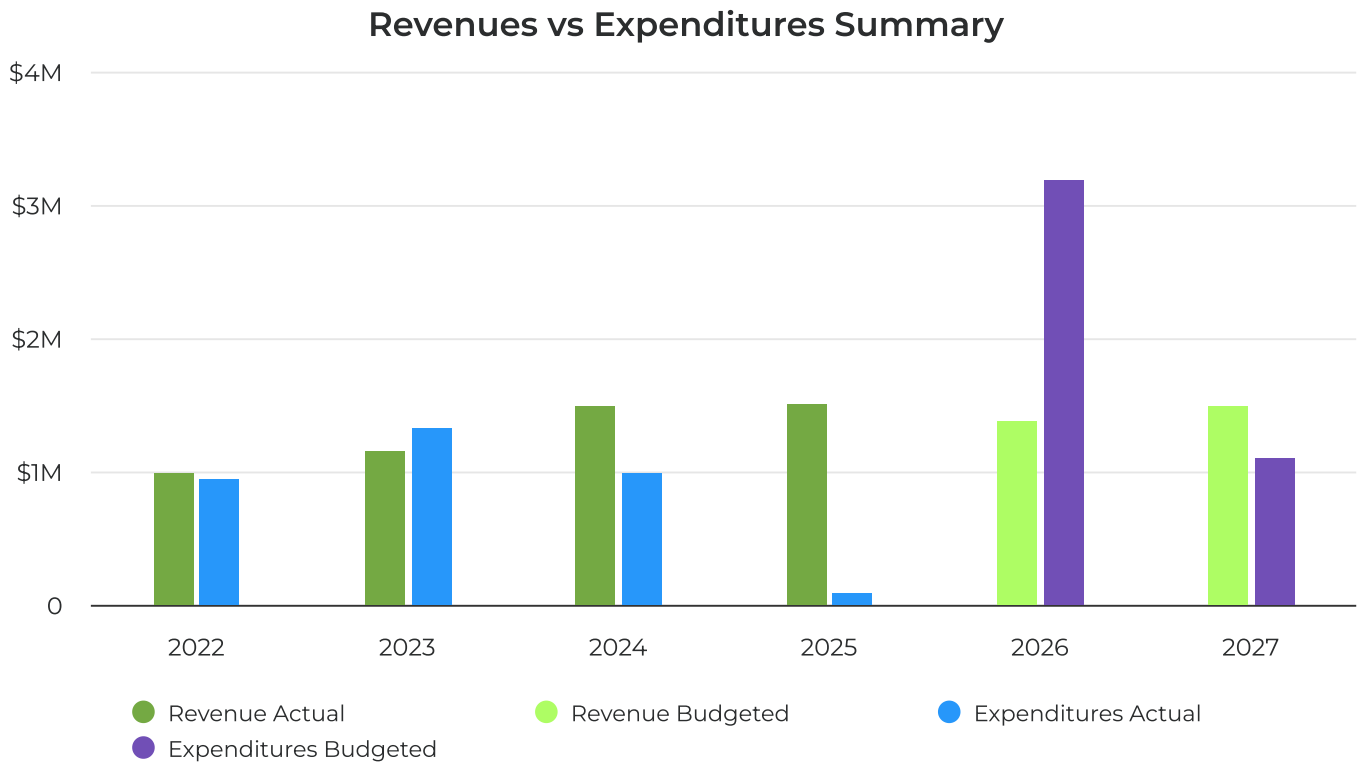


Expenditures by Department

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
SENIOR MOBILITY PROG						
OTHER CONTRACTUAL SERVICES	$4,140	$20,524	$27,482	$33,591	$50,000	$50,000
Total SENIOR MOBILITY PROG	$4,140	$20,524	$27,482	$33,591	$50,000	$50,000
TRANSFERS OUT						
TRANSFERS OUT	$394,821	$1,394,724	$179,675	$724,204	$1,515,984	$1,917,885
Total TRANSFERS OUT	$394,821	$1,394,724	$179,675	$724,204	$1,515,984	$1,917,885
Total Expenditures	**$398,961**	**$1,415,248**	**$207,157**	**$757,795**	**$1,565,984**	**$1,967,885**

Road Maintenance & Rehabilitation Account (RMRA)

In 2017, Senate Bill (SB) 1 created the Road Maintenance and Rehabilitation Account (RMRA) to address deferred maintenance on the State Highway System and the local street and road system. A percentage of the RMRA fundin g is apportioned by formula to eligible cities and counties pursuant to Streets and Highways Code section 2032(h) for basic road maintenance, rehabilitation, and critical safety projects on the local streets and roads system.

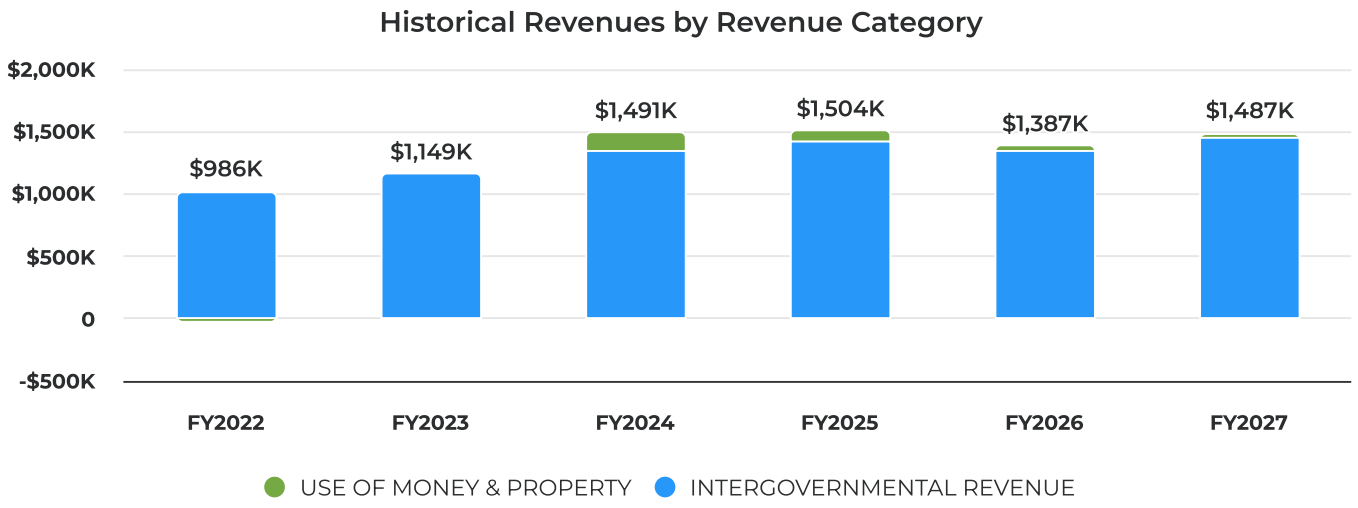


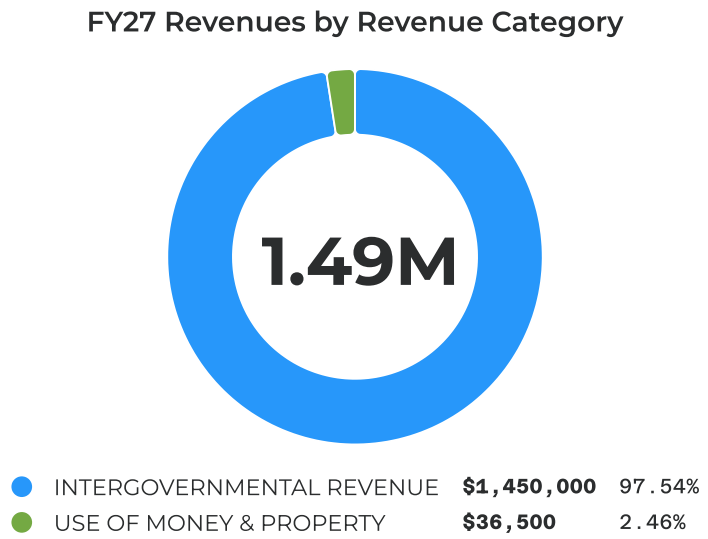
Comprehensive Fund Summary

Comprehensive Fund Summary

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Beginning Fund Balance	**$783,341**	**$825,560**	**$651,355**	**$1,155,282**	**$2,574,710**	**$781,210**
Revenues						
USE OF MONEY & PROPERTY	-$27,626	-$8,224	$153,163	$90,930	$36,500	$36,500
INTERGOVERNMENTAL REVENUE	$1,014,000	$1,157,118	$1,337,992	$1,413,412	$1,350,000	$1,450,000
Total Revenues	**$986,373**	**$1,148,894**	**$1,491,155**	**$1,504,342**	**$1,386,500**	**$1,486,500**
Expenditures						
TRANSFERS OUT	$944,154	$1,323,100	$987,228	$84,914	$3,180,000	$1,105,000
Total Expenditures	**$944,154**	**$1,323,100**	**$987,228**	**$84,914**	**$3,180,000**	**$1,105,000**
Total Revenues Less Expenditures	**$42,220**	**-$174,205**	**$503,927**	**$1,419,428**	**-$1,793,500**	**$381,500**
Ending Fund Balance	**$825,560**	**$651,355**	**$1,155,282**	**$2,574,710**	**$781,210**	**$1,162,710**

Revenues by Revenue Category

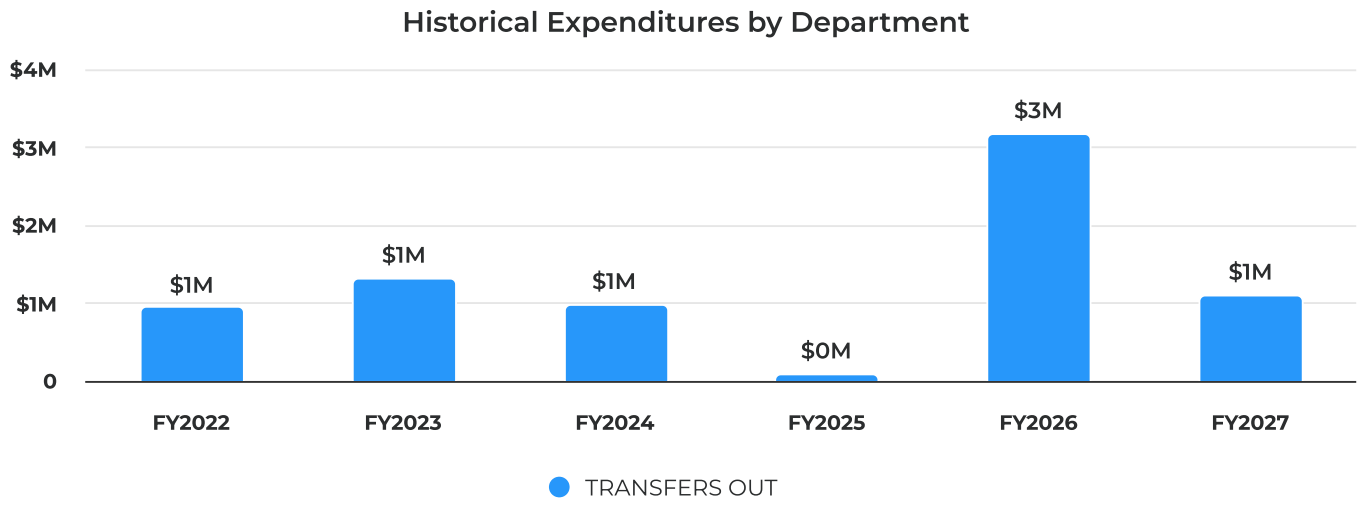


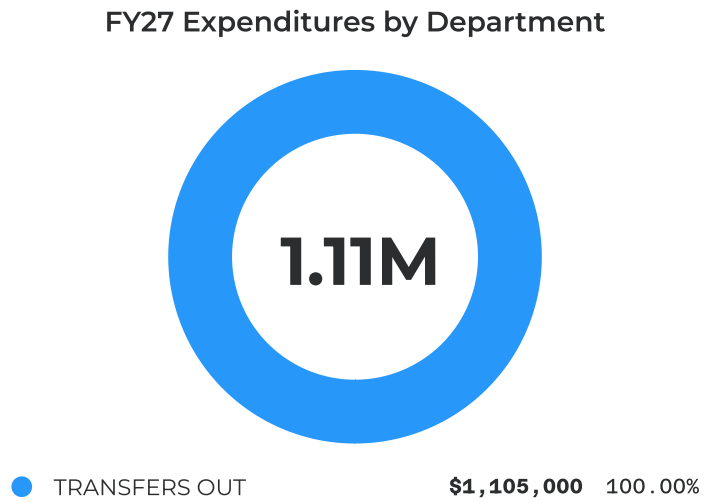


Revenues by Revenue Category

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
USE OF MONEY & PROPERTY						
INVESTMENT EARNINGS	-$27,626	-$8,224	$153,163	$90,930	$36,500	$36,500
Total USE OF MONEY & PROPERTY	-$27,626	-$8,224	$153,163	$90,930	$36,500	$36,500
INTERGOVERNMENTAL REVENUE						
SB1-RMRA	$1,014,000	$1,157,118	$1,337,992	$1,413,412	$1,350,000	$1,450,000
Total INTERGOVERNMENTAL REVENUE	$1,014,000	$1,157,118	$1,337,992	$1,413,412	$1,350,000	$1,450,000
Total Revenues	**$986,373**	**$1,148,894**	**$1,491,155**	**$1,504,342**	**$1,386,500**	**$1,486,500**

Expenditures by Department



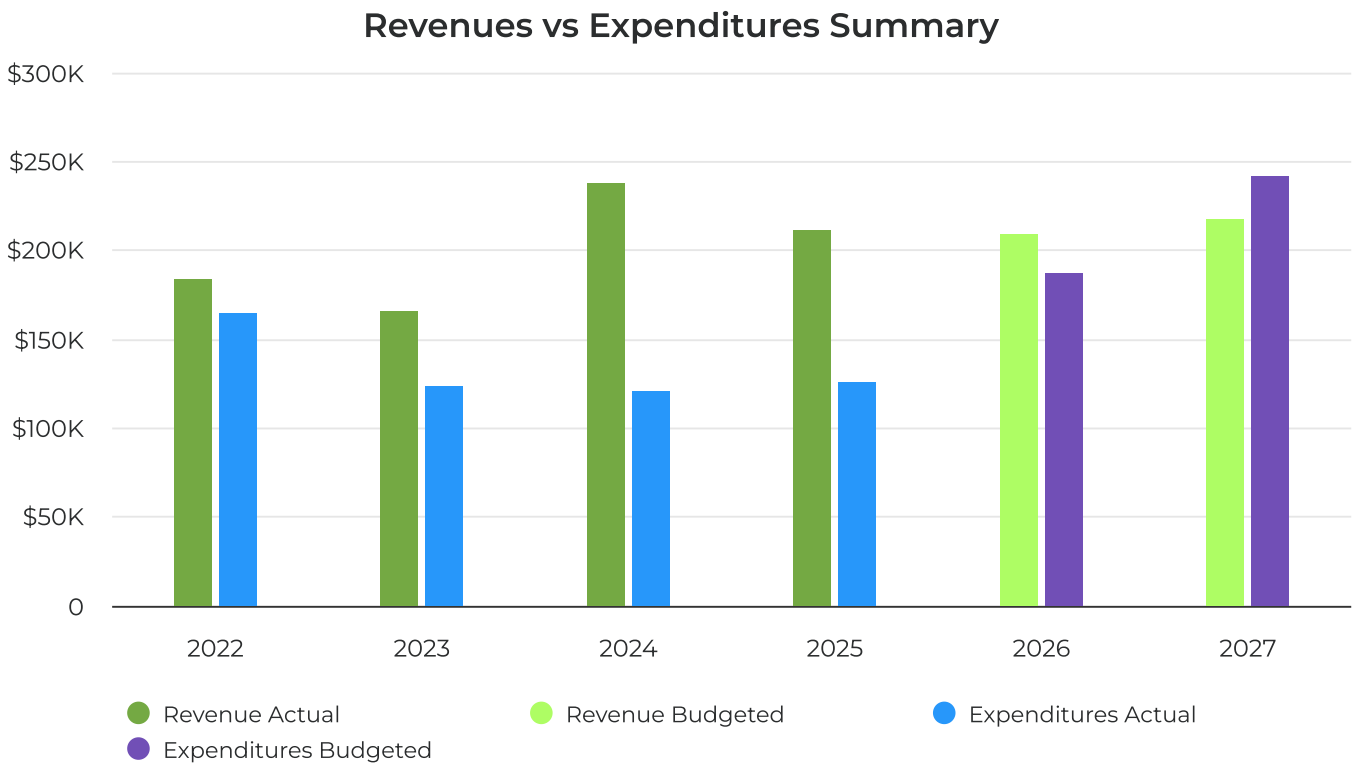


Expenditures by Department

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
TRANSFERS OUT						
TRANSFERS OUT	$944,154	$1,323,100	$987,228	$84,914	$3,180,000	$1,105,000
Total TRANSFERS OUT	$944,154	$1,323,100	$987,228	$84,914	$3,180,000	$1,105,000
Total Expenditures	**$944,154**	**$1,323,100**	**$987,228**	**$84,914**	**$3,180,000**	**$1,105,000**

Public Safety Grants

Public Safety Grants are funded by the State of California for law enforcement to spend on front-line services in furtherance of public safety. This money was provided to the cities and counties for "new programs" and not intended to supplement current or planned budgets. The amount awarded to each city/county is population based with a minimum grant allocation amount of $100,000.

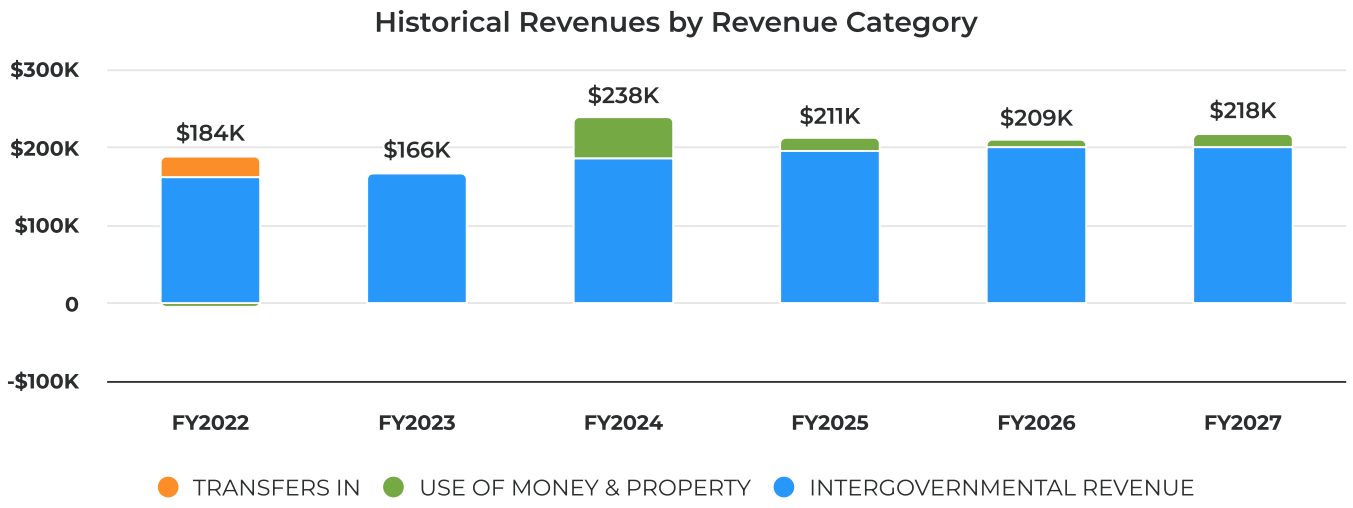


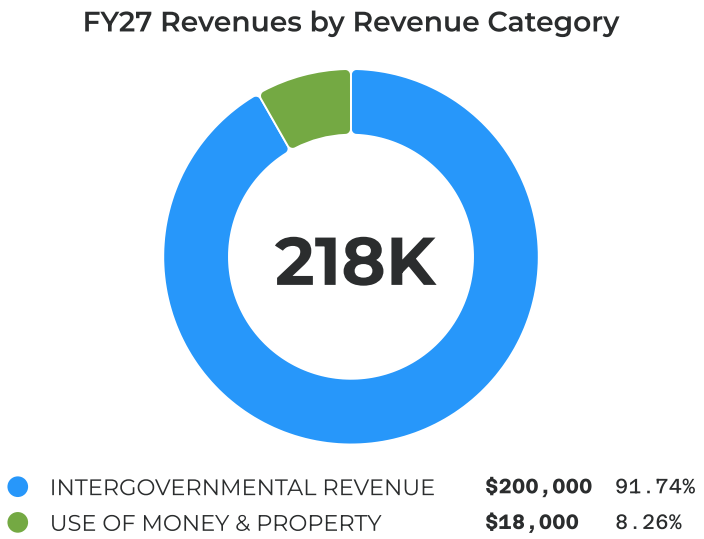
Comprehensive Fund Summary

Comprehensive Fund Summary

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Beginning Fund Balance	**$109,947**	**$129,018**	**$171,447**	**$288,518**	**$374,279**	**$396,602**
Revenues						
USE OF MONEY & PROPERTY	-$4,882	$1,083	$51,710	$16,507	$9,000	$18,000
INTERGOVERNMENTAL REVENUE	$161,285	$165,271	$186,159	$194,663	$200,000	$200,000
TRANSFERS IN	$27,548	-	-	-	-	-
Total Revenues	**$183,951**	**$166,354**	**$237,869**	**$211,170**	**$209,000**	**$218,000**
Expenditures						
CAPITAL OUTLAY	$164,879	$123,925	$120,798	$125,409	$186,677	$242,255
Total Expenditures	**$164,879**	**$123,925**	**$120,798**	**$125,409**	**$186,677**	**$242,255**
Total Revenues Less Expenditures	**$19,071**	**$42,429**	**$117,071**	**$85,761**	**$22,323**	**-$24,255**
Ending Fund Balance	**$129,018**	**$171,447**	**$288,518**	**$374,279**	**$396,602**	**$372,347**

Revenues by Revenue Category

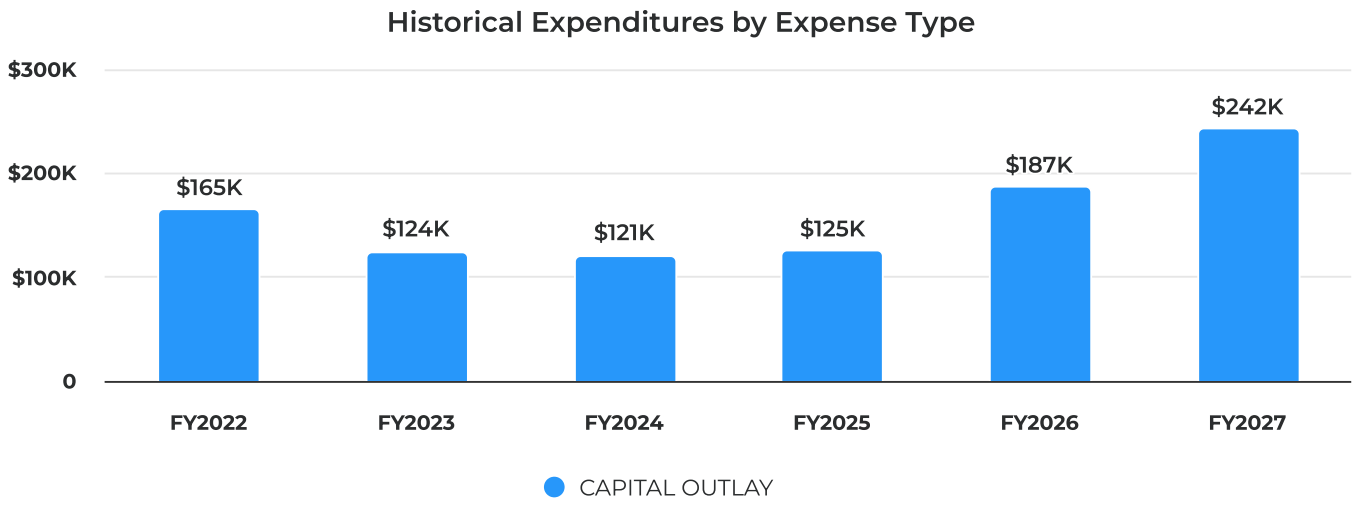




Revenues by Revenue Category

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
USE OF MONEY & PROPERTY						
INVESTMENT EARNINGS	-$4,882	$1,083	$51,710	$16,507	$9,000	$18,000
Total USE OF MONEY & PROPERTY	-$4,882	$1,083	$51,710	$16,507	$9,000	$18,000
INTERGOVERNMENTAL REVENUE						
SLESF	$161,285	$165,271	$186,159	$194,663	$200,000	$200,000
Total INTERGOVERNMENTAL REVENUE	$161,285	$165,271	$186,159	$194,663	$200,000	$200,000
TRANSFERS IN						
INTERFUND TRANSFERS	$27,548	-	-	-	-	-
Total TRANSFERS IN	$27,548	-	-	-	-	-
Total Revenues	**$183,951**	**$166,354**	**$237,869**	**$211,170**	**$209,000**	**$218,000**

Expenditures by Expense Type

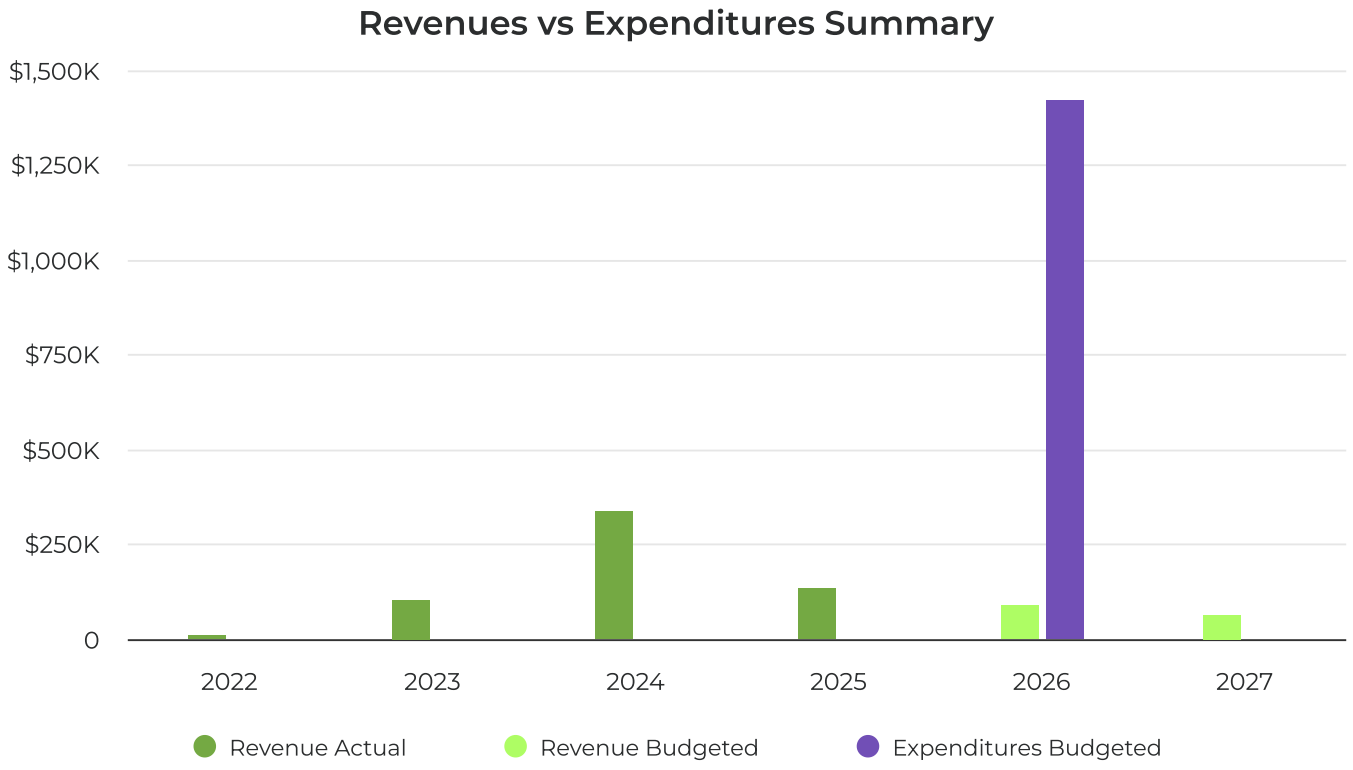


Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
CAPITAL OUTLAY						
PUBLIC SAFETY EQUIP	$164,879	$123,925	$120,798	$125,409	$186,677	$242,255
Total CAPITAL OUTLAY	$164,879	$123,925	$120,798	$125,409	$186,677	$242,255
Total Expenditures	**$164,879**	**$123,925**	**$120,798**	**$125,409**	**$186,677**	**$242,255**

Air Quality Management District

Since 1991, local governments have received AB2766 subvention funds to implement programs that reduce air pollution from motor vehicles. The AB2766 Subvention Program provides a funding source for cities and counties to meet requirements of federal and state Clean Air Acts. The legislation creating this revenue source provides for oversight of the use of these monies by local governments. Primary emphasis is directed towards those projects that provide cost-effective emissions reductions.

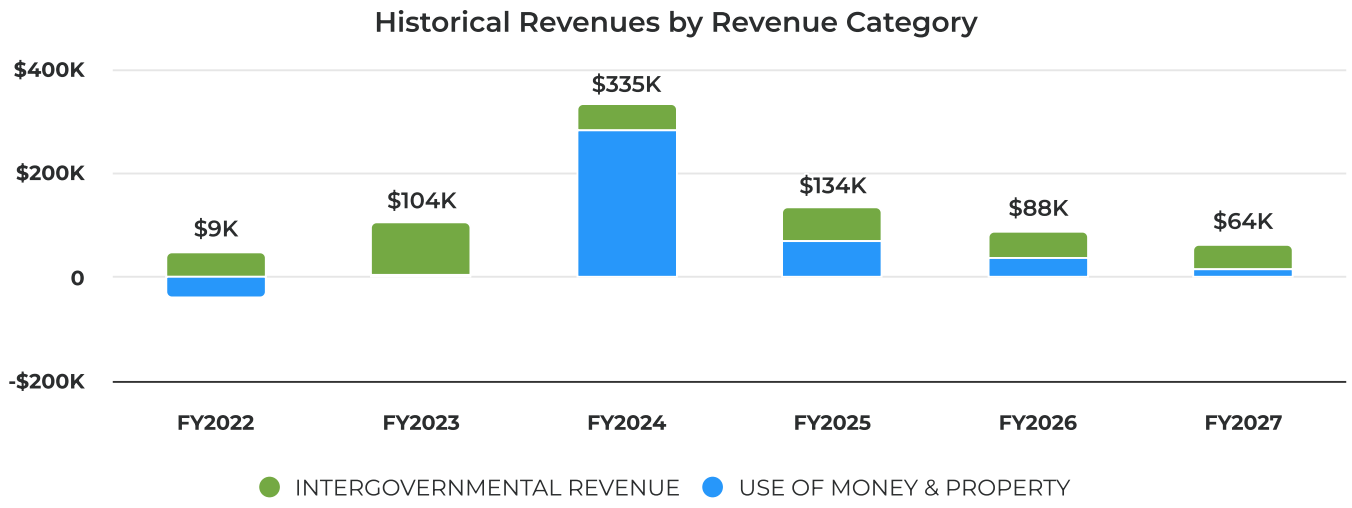


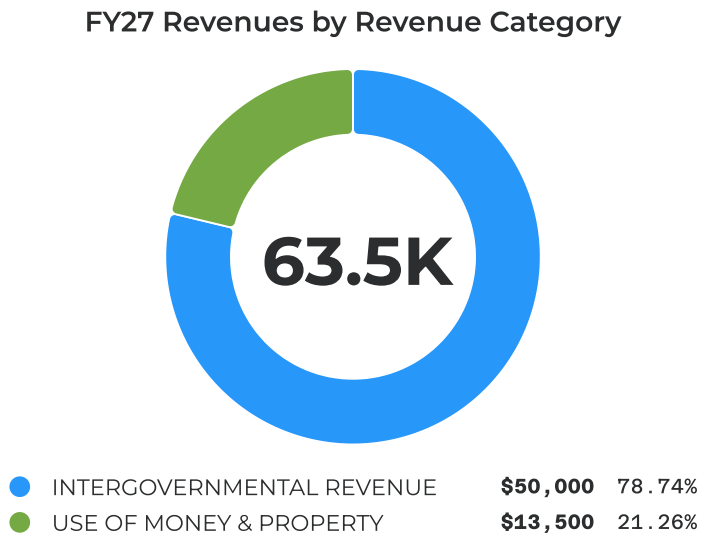
Comprehensive Fund Summary

Comprehensive Fund Summary

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Beginning Fund Balance	**$1,032,073**	**$1,041,367**	**$1,145,741**	**$1,480,498**	**$1,614,618**	**$289,700**
Revenues						
USE OF MONEY & PROPERTY	-$38,399	$3,956	$283,550	$67,731	$38,000	$13,500
INTERGOVERNMENTAL REVENUE	$47,692	$100,418	$51,207	$66,389	$50,000	$50,000
Total Revenues	**$9,294**	**$104,375**	**$334,756**	**$134,120**	**$88,000**	**$63,500**
Expenditures						
TRANSFERS OUT	-	-	-	-	$1,422,918	-
Total Expenditures	**-**	**-**	**-**	**-**	**$1,422,918**	**-**
Total Revenues Less Expenditures	**$9,294**	**$104,375**	**$334,756**	**$134,120**	**-$1,334,918**	**$63,500**
Ending Fund Balance	**$1,041,367**	**$1,145,741**	**$1,480,498**	**$1,614,618**	**$279,700**	**$353,200**

Revenues by Revenue Category

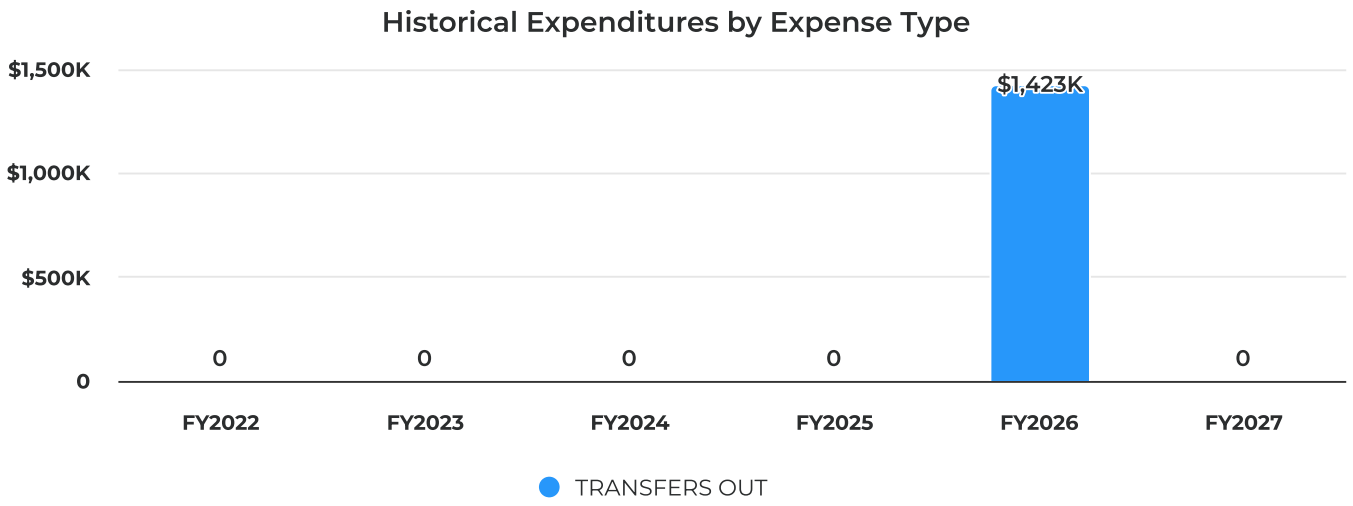




Revenues by Revenue Category

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
USE OF MONEY & PROPERTY						
INVESTMENT EARNINGS	-$38,399	$3,956	$283,550	$67,731	$38,000	$13,500
Total USE OF MONEY & PROPERTY	-$38,399	$3,956	$283,550	$67,731	$38,000	$13,500
INTERGOVERNMENTAL REVENUE						
AB2766-AIR QUALITY MGMT DIST	$47,692	$100,418	$51,207	$66,389	$50,000	$50,000
Total INTERGOVERNMENTAL REVENUE	$47,692	$100,418	$51,207	$66,389	$50,000	$50,000
Total Revenues	**$9,294**	**$104,375**	**$334,756**	**$134,120**	**$88,000**	**$63,500**

Expenditures by Expense Type



Expenditures by Expense Type

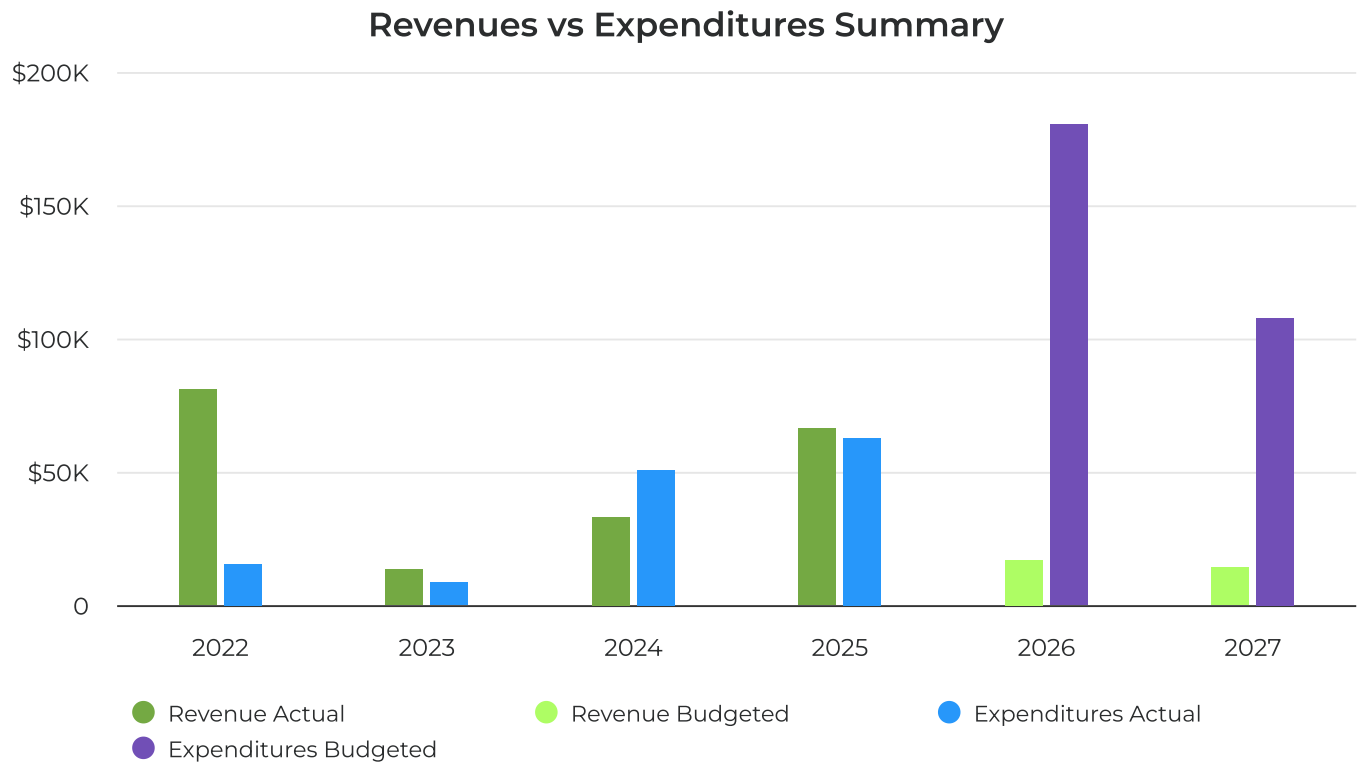
Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
TRANSFERS OUT						
TRANSFERS OUT	-	-	-	-	$1,422,918	-
Total TRANSFERS OUT	-	-	-	-	$1,422,918	-
Total Expenditures	**-**	**-**	**-**	**-**	**$1,422,918**	**-**

Integrated Waste Management

The Beverage Container Recycling and Litter Reduction Act authorizes the Department of Conservation to allocate funds on an annual basis to eligible cities and counties for beverage container recycling and litter cleanup activities.

The goal of California's beverage container recycling program is to reach and maintain an 80 percent recycling rate for all California Refund Value (CRV) beverage containers. The recycling programs established by cities and counties assist the Department of Conservation in reaching, maintaining, and hopefully, exceeding this goal.

The California Integrated Waste Management Board's Used Oil Recycling Program was developed to promote alternatives to the illegal disposal of used oil by establishing a state-wide network of collection opportunities and undertaking outreach efforts to inform and motivate the public to recycle used oil. The City utilizes these services through a contract with the County of Orange.



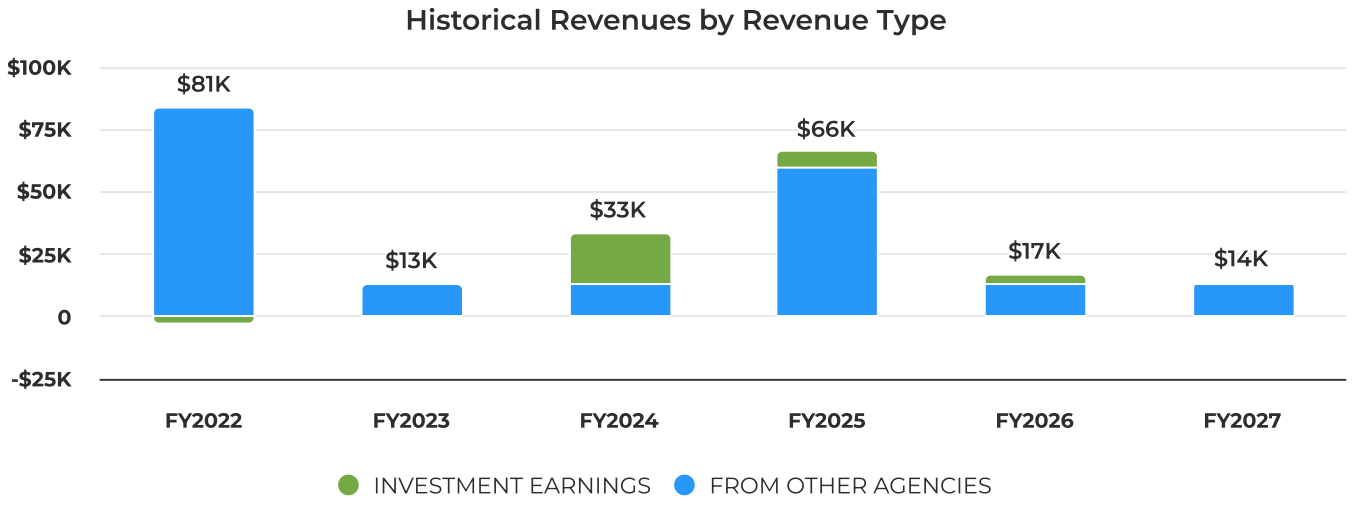
Comprehensive Fund Summary

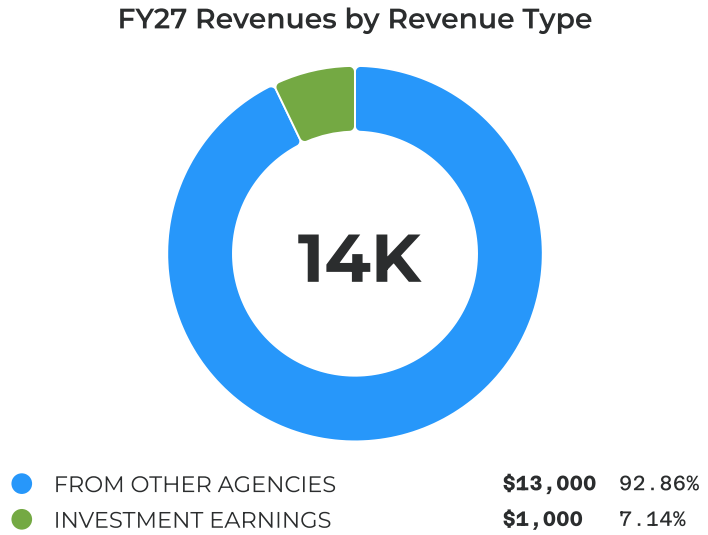
Comprehensive Fund Summary

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Beginning Fund Balance	**$17,752**	**$83,592**	**$88,400**	**$70,924**	**$74,802**	**$6,802**
Revenues						
USE OF MONEY & PROPERTY	-$2,842	$120	$20,392	$6,593	$4,000	$1,000
INTERGOVERNMENTAL REVENUE	$83,866	$12,968	$13,043	$59,632	$13,000	$13,000
Total Revenues	**$81,024**	**$13,088**	**$33,435**	**$66,225**	**$17,000**	**$14,000**
Expenditures						
PROFESSIONAL & TECH. SERVICES	$15,184	$8,281	$24,140	$55,079	$180,000	$108,000

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
TRANSFERS OUT	-	-	$26,770	$7,268	-	-
Total Expenditures	**$15,184**	**$8,281**	**$50,910**	**$62,347**	**$180,000**	**$108,000**
Total Revenues Less Expenditures	**$65,840**	**$4,808**	**-$17,475**	**$3,878**	**-$163,000**	**-$94,000**
Ending Fund Balance	**$83,592**	**$88,400**	**$70,924**	**$74,802**	**-$88,198**	**-$87,198**

Revenues by Revenue Type

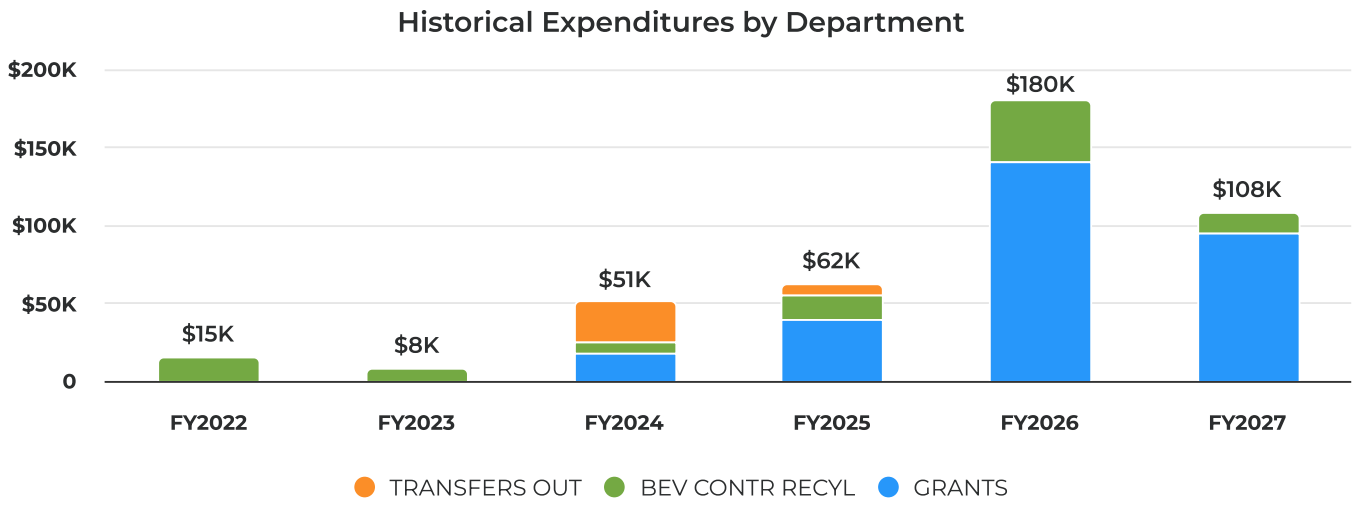


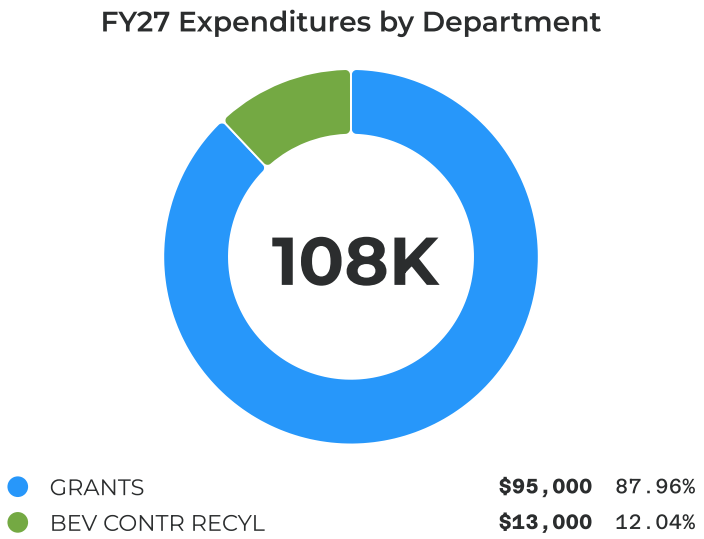


Revenues by Revenue Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
INVESTMENT EARNINGS	-$2,842	$120	$20,392	$6,593	$4,000	$1,000
FROM OTHER AGENCIES	$83,866	$12,968	$13,043	$59,632	$13,000	$13,000
Total Revenues	**$81,024**	**$13,088**	**$33,435**	**$66,225**	**$17,000**	**$14,000**

Expenditures by Department



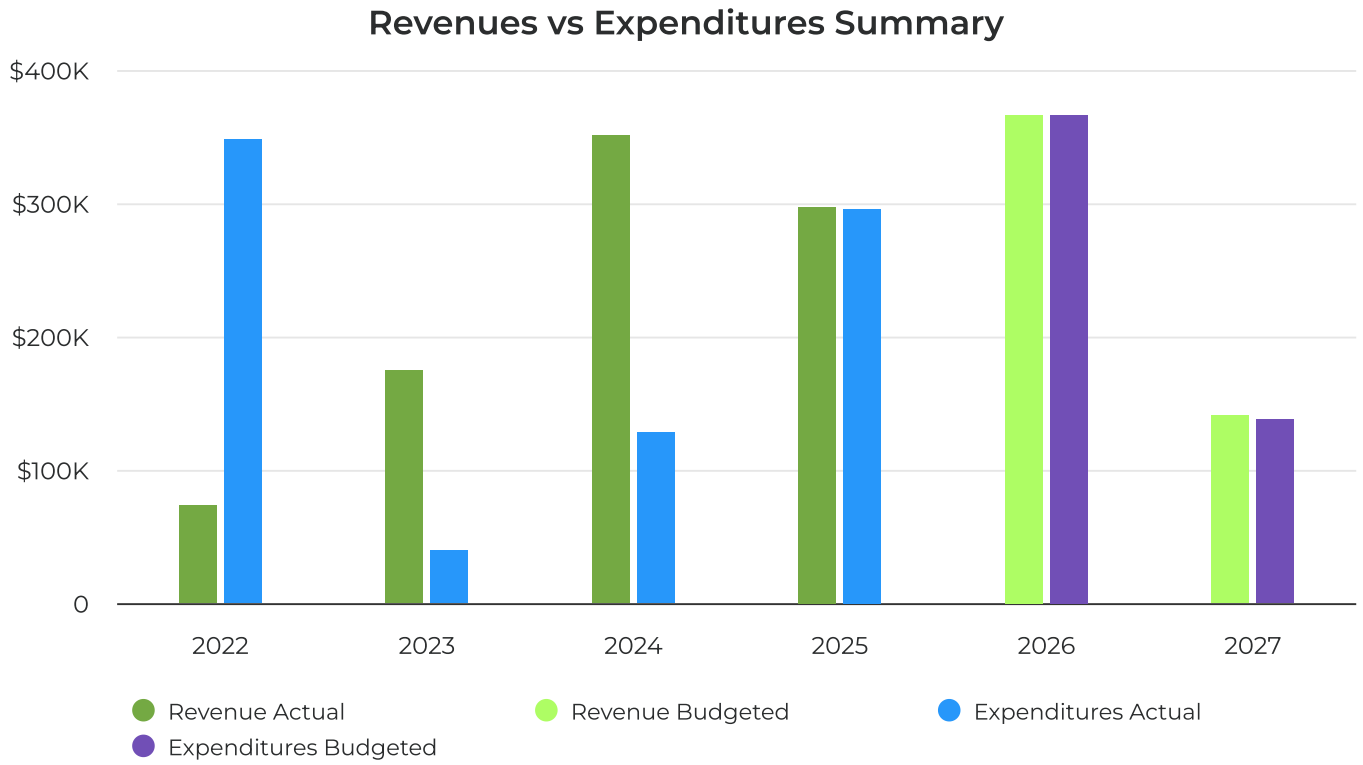


Expenditures by Department

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
BEV CONTR RECYL						
OTHER CONTRACTUAL SERVICES-BEV	$15,184	$8,281	$6,925	$15,522	$40,000	$13,000
Total BEV CONTR RECYL	$15,184	$8,281	$6,925	$15,522	$40,000	$13,000
GRANTS						
OTHER CONTRACTUAL SERVICES-SB1383	-	-	$17,215	$39,557	$140,000	$95,000
Total GRANTS	-	-	$17,215	$39,557	$140,000	$95,000
TRANSFERS OUT						
TRANSFERS OUT	-	-	$26,770	$7,268	-	-
Total TRANSFERS OUT	-	-	$26,770	$7,268	-	-
Total Expenditures	**$15,184**	**$8,281**	**$50,910**	**$62,347**	**$180,000**	**$108,000**

Other Grants

The Other Grants Fund is used to account for state and other grants procured by the City for projects. Grants included are Prop. 40 grants, Prop. 84 Grants, State Community Development Block Grants, and State Habitat Conservation Grants.

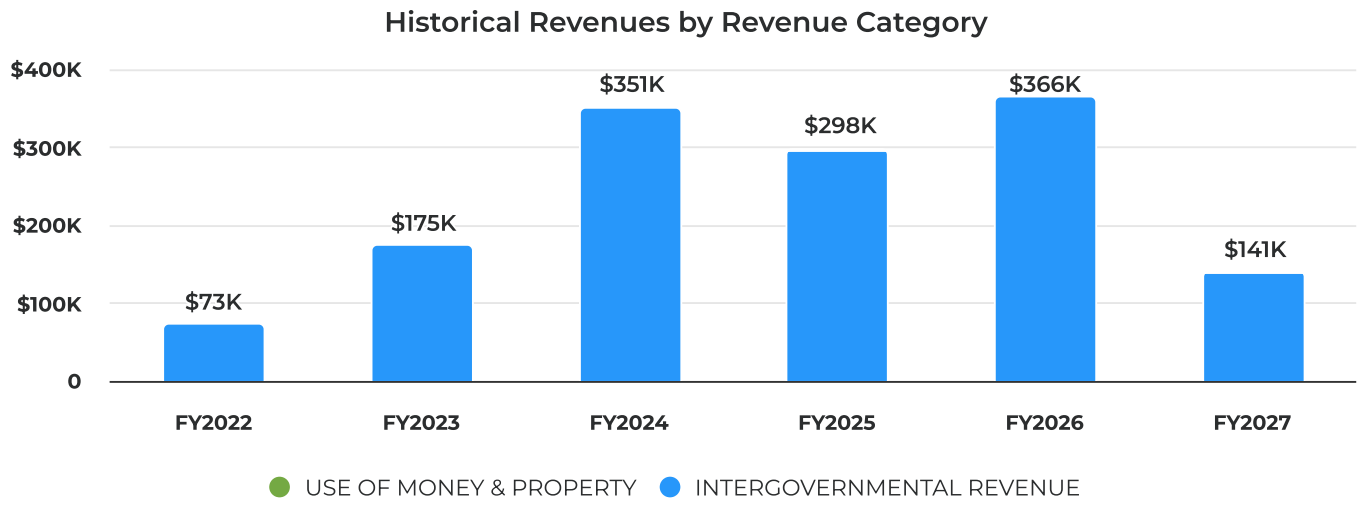


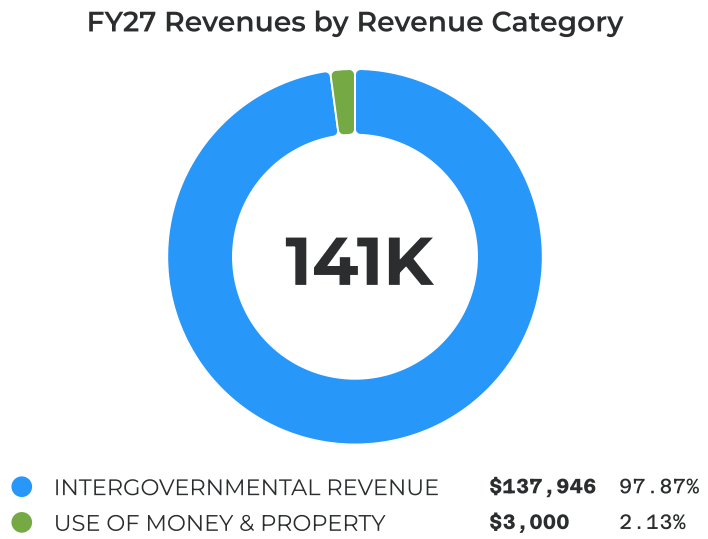
Comprehensive Fund Summary

Comprehensive Fund Summary

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Beginning Fund Balance	**-$38,333**	**-$314,029**	**-$178,246**	**$44,085**	**$46,438**	**$46,438**
Revenues						
USE OF MONEY & PROPERTY	-	-	-	$3,056	-	$3,000
INTERGOVERNMENTAL REVENUE	$72,873	$174,575	$350,676	$294,616	$365,620	$137,946
Total Revenues	**$72,873**	**$174,575**	**$350,676**	**$297,672**	**$365,620**	**$140,946**
Expenditures						
PROFESSIONAL & TECH. SERVICES	-	$11,009	$23,793	$4,627	$355,427	$128,730
TRANSFERS OUT	$348,569	$27,783	$104,552	$290,692	$10,193	$9,216
Total Expenditures	**$348,569**	**$38,792**	**$128,345**	**$295,320**	**$365,620**	**$137,946**
Total Revenues Less Expenditures	**-$275,696**	**$135,783**	**$222,331**	**$2,353**	**-**	**$3,000**
Ending Fund Balance	**-$314,029**	**-$178,246**	**$44,085**	**$46,438**	**$46,438**	**$49,438**

Revenues by Revenue Category

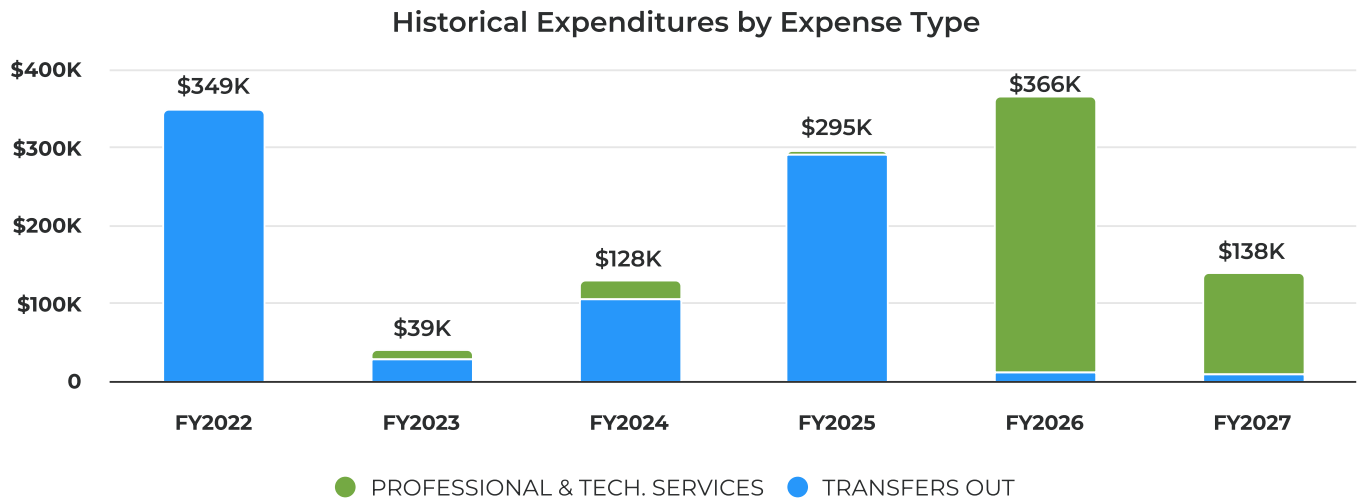




Revenues by Revenue Category

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
USE OF MONEY & PROPERTY						
INVESTMENT EARNINGS	-	-	-	$3,056	-	$3,000
Total USE OF MONEY & PROPERTY	-	-	-	$3,056	-	$3,000
INTERGOVERNMENTAL REVENUE						
STATE GRANTS	$72,873	$174,575	$350,676	$294,616	$365,620	$137,946
Total INTERGOVERNMENTAL REVENUE	$72,873	$174,575	$350,676	$294,616	$365,620	$137,946
Total Revenues	**$72,873**	**$174,575**	**$350,676**	**$297,672**	**$365,620**	**$140,946**

Expenditures by Expense Type

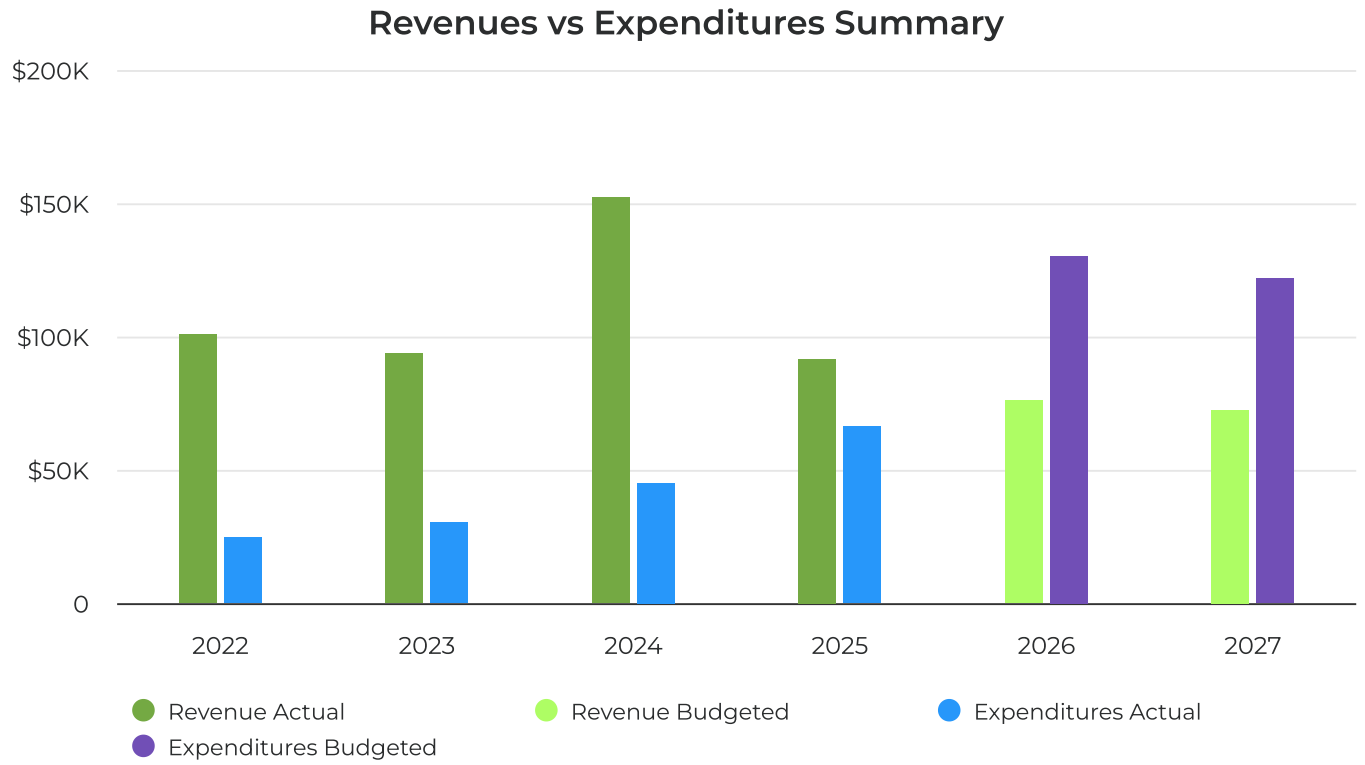


Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PROFESSIONAL & TECH. SERVICES						
OTHER CONTRACTUAL SERVICES	-	$11,009	$23,793	$4,627	$355,427	$128,730
Total PROFESSIONAL & TECH. SERVICES	-	$11,009	$23,793	$4,627	$355,427	$128,730
TRANSFERS OUT						
TRANSFERS OUT	$348,569	$27,783	$104,552	$290,692	$10,193	$9,216
Total TRANSFERS OUT	$348,569	$27,783	$104,552	$290,692	$10,193	$9,216
Total Expenditures	**$348,569**	**$38,792**	**$128,345**	**$295,320**	**$365,620**	**$137,946**

Technology Grant

The Technology Grant is a result of negotiations between the City and Cox Communications for a new franchise agreement. These funds will be used for new technology purchases, provide City information on the Cable TV Government Access Channel, and provide services to its residents through technology upgrades at City Facilities.

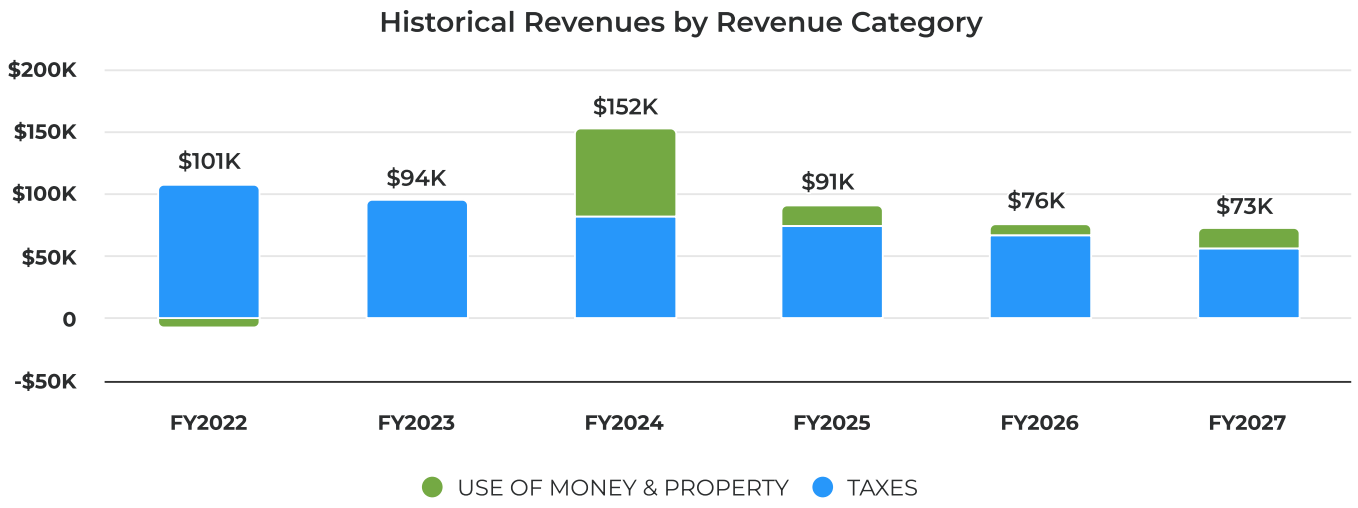


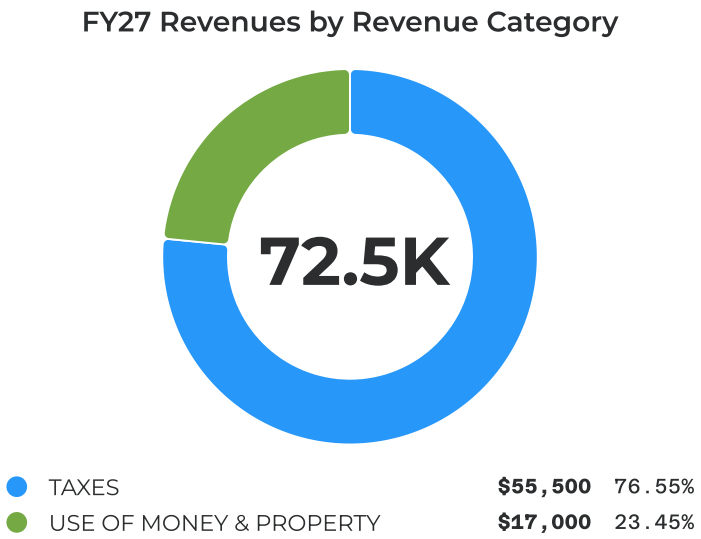
Comprehensive Fund Summary

Comprehensive Fund Summary

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Beginning Fund Balance	**$150,776**	**$226,755**	**$290,080**	**$397,435**	**$422,990**	**$368,590**
Revenues						
TAXES	$107,498	$95,137	$81,921	$74,184	$66,300	$55,500
USE OF MONEY & PROPERTY	-$6,686	-$1,597	$70,196	$17,224	$9,500	$17,000
Total Revenues	**$100,812**	**$93,540**	**$152,117**	**$91,408**	**$75,800**	**$72,500**
Expenditures						
PROFESSIONAL & TECH. SERVICES	$12,743	$12,342	$23,141	$25,908	$36,500	$36,500
OPERATING EXPENDITURES	$12,089	$17,874	$21,621	$39,945	$88,700	$80,045
SUPPLIES	-	-	-	-	$5,000	$5,000
Total Expenditures	**$24,832**	**$30,216**	**$44,762**	**$65,853**	**$130,200**	**$121,545**
Total Revenues Less Expenditures	**$75,980**	**$63,324**	**$107,355**	**$25,555**	**-$54,400**	**-$49,045**
Ending Fund Balance	**$226,755**	**$290,080**	**$397,435**	**$422,990**	**$368,590**	**$319,545**

Revenues by Revenue Category

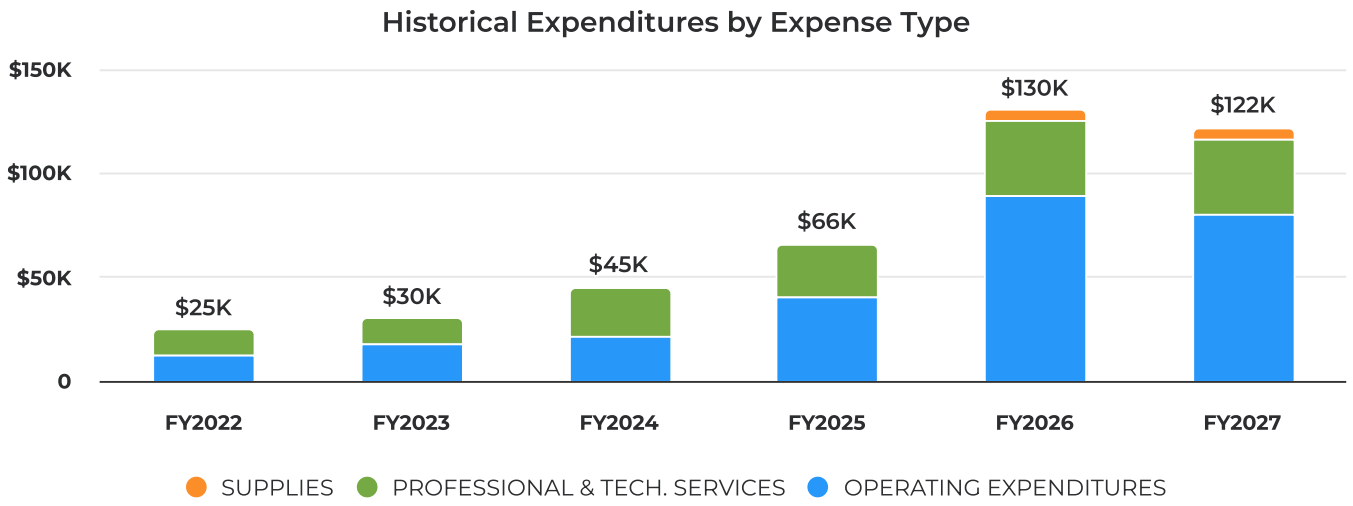




Revenues by Revenue Category

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
TAXES						
FRANCHISE-PEG FEE	$107,498	$95,137	$81,921	$74,184	$66,300	$55,500
Total TAXES	$107,498	$95,137	$81,921	$74,184	$66,300	$55,500
USE OF MONEY & PROPERTY						
INVESTMENT EARNINGS	-$6,686	-$1,597	$70,196	$17,224	$9,500	$17,000
Total USE OF MONEY & PROPERTY	-$6,686	-$1,597	$70,196	$17,224	$9,500	$17,000
Total Revenues	**$100,812**	**$93,540**	**$152,117**	**$91,408**	**$75,800**	**$72,500**

Expenditures by Expense Type

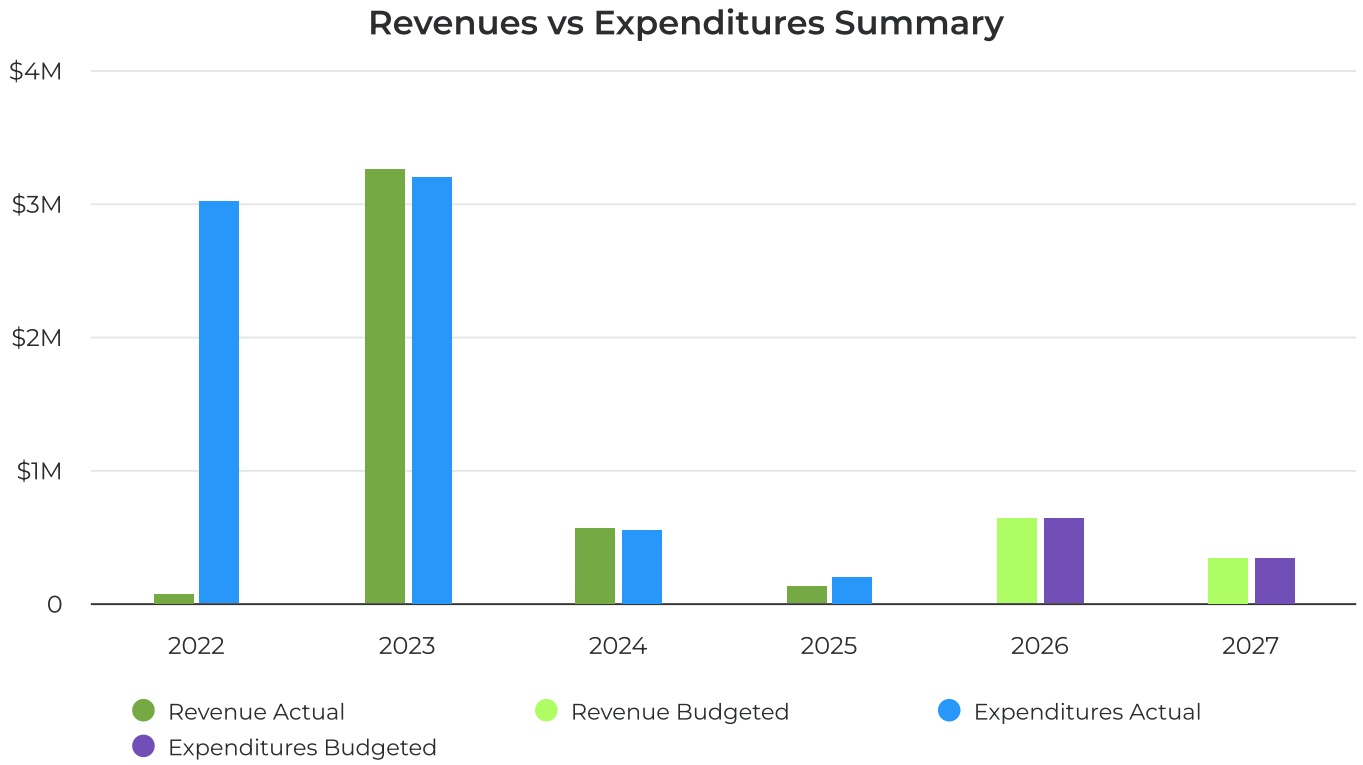


Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PROFESSIONAL & TECH. SERVICES						
OTHER CONTRACTUAL SERVICES	$12,743	$12,342	$23,141	$25,908	$36,500	$36,500
Total PROFESSIONAL & TECH. SERVICES	$12,743	$12,342	$23,141	$25,908	$36,500	$36,500
OPERATING EXPENDITURES						
IT/COMPUTER EQUIPMENT	$12,089	$17,874	$21,621	$39,945	$88,700	$80,045
Total OPERATING EXPENDITURES	$12,089	$17,874	$21,621	$39,945	$88,700	$80,045
SUPPLIES						
MINOR EQUIPMENT	-	-	-	-	$5,000	$5,000
Total SUPPLIES	-	-	-	-	$5,000	$5,000
Total Expenditures	**$24,832**	**$30,216**	**$44,762**	**$65,853**	**$130,200**	**$121,545**

Federal Grants

The Federal Grants Fund is used to account for Federal Grants received by the City for various projects. Grants for FY 2022-23 include funds for the Community Development Block Grants (CDBG) and the American Rescue Plan Act.

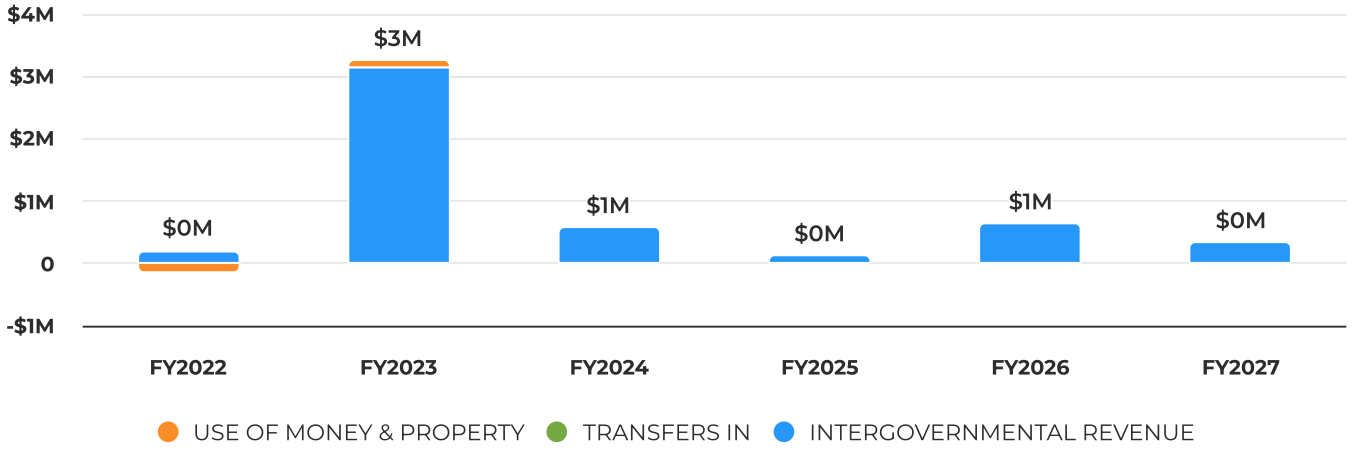


Comprehensive Fund Summary

Comprehensive Fund Summary

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Beginning Fund Balance	**$2,854,462**	**-$85,717**	**-$33,601**	**-$14,062**	**-$87,027**	**-$87,027**
Revenues						
USE OF MONEY & PROPERTY	-$127,074	$101,838	-	-	-	-
INTERGOVERNMENTAL REVENUE	$194,128	$3,150,180	$566,599	$126,549	$630,848	$337,619
TRANSFERS IN	-	$943	-	-	-	-
Total Revenues	**$67,054**	**$3,252,962**	**$566,599**	**$126,549**	**$630,848**	**$337,619**
Expenditures						
PROFESSIONAL & TECH. SERVICES	$163,991	$133,869	$216,640	$61,234	$131,039	$90,416
TRANSFERS OUT	$2,843,242	$2,880,051	$129,252	$138,281	$499,809	$247,203
CAPITAL IMPROVEMENT	-	$186,924	$201,168	-	-	-
Total Expenditures	**$3,007,233**	**$3,200,845**	**$547,060**	**$199,515**	**$630,848**	**$337,619**
Total Revenues Less Expenditures	**-$2,940,179**	**$52,117**	**$19,539**	**-$72,966**	**-**	**-**
Ending Fund Balance	**-$85,717**	**-$33,601**	**-$14,062**	**-$87,027**	**-$87,027**	**-$87,027**

Historical Revenues by Revenue Category



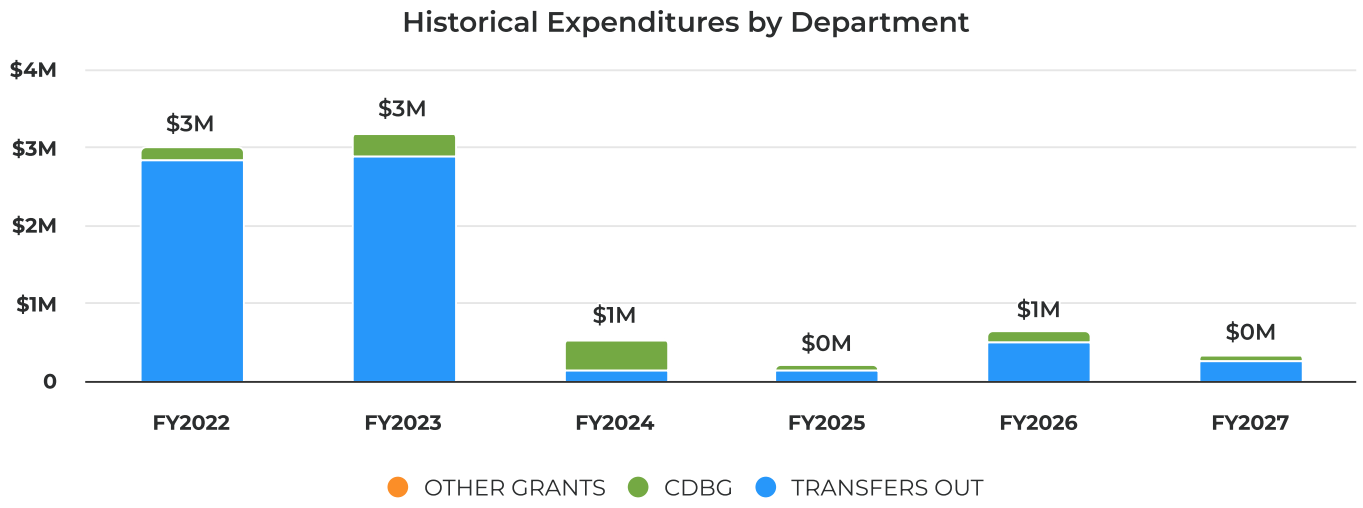
FY27 Revenues by Revenue Category

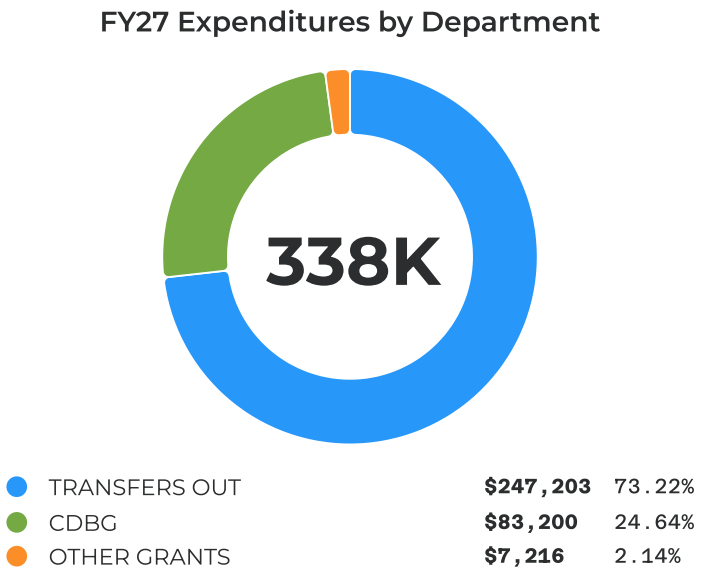
INTERGOVERNMENTAL REVENUE **$337,619** 100.00%

Revenues by Revenue Category

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
USE OF MONEY & PROPERTY						
INVESTMENT EARNINGS	-$127,074	$101,838	-	-	-	-
Total USE OF MONEY & PROPERTY	-$127,074	$101,838	-	-	-	-
INTERGOVERNMENTAL REVENUE						
FEDERAL GRANTS	$194,128	$3,150,180	$566,599	$126,549	$630,848	$337,619
Total INTERGOVERNMENTAL REVENUE	$194,128	$3,150,180	$566,599	$126,549	$630,848	$337,619
TRANSFERS IN						
INTERFUND TRANSFERS	-	$943	-	-	-	-
Total TRANSFERS IN	-	$943	-	-	-	-
Total Revenues	**$67,054**	**$3,252,962**	**$566,599**	**$126,549**	**$630,848**	**$337,619**

Expenditures by Department



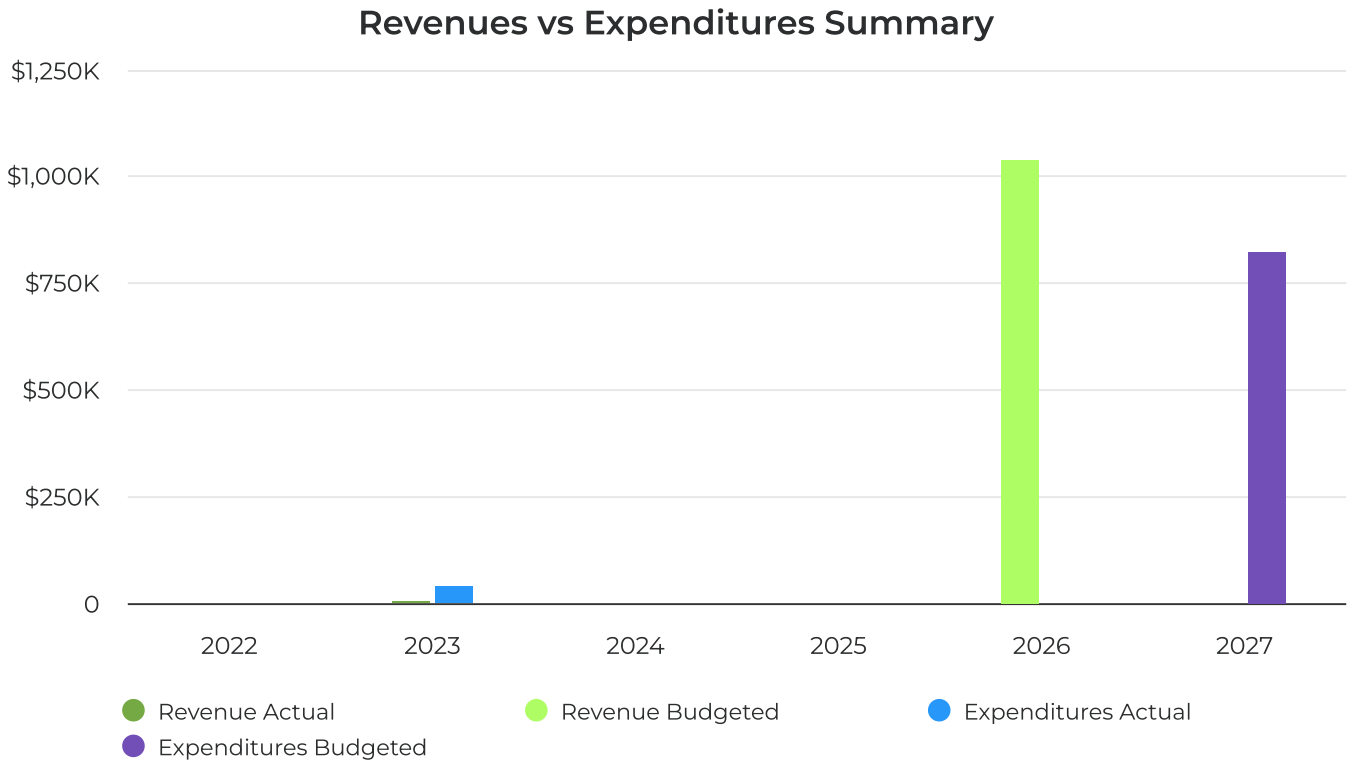


Expenditures by Department

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
OTHER GRANTS						
OTHER CONTRACTUAL SERVICES	-	$33,422	$26,889	$711	-	$7,216
Total OTHER GRANTS	-	$33,422	$26,889	$711	-	$7,216
CDBG						
OTHER CONTRACTUAL SERVICES	$163,991	$100,447	$189,751	$60,523	$131,039	$83,200
ACQUISITION	-	$186,924	$201,168	-	-	-
Total CDBG	$163,991	$287,371	$390,919	$60,523	$131,039	$83,200
TRANSFERS OUT						
TRANSFERS OUT	$2,843,242	$2,880,051	$129,252	$138,281	$499,809	$247,203
Total TRANSFERS OUT	$2,843,242	$2,880,051	$129,252	$138,281	$499,809	$247,203
Total Expenditures	**$3,007,233**	**$3,200,845**	**$547,060**	**$199,515**	**$630,848**	**$337,619**

Development Impact

Through negotiated agreements with developers, the City of Aliso Viejo receives these fees for projects related to affordable housing, traffic mitigation, community enhancement, parks, trails, open space, and median improvements.

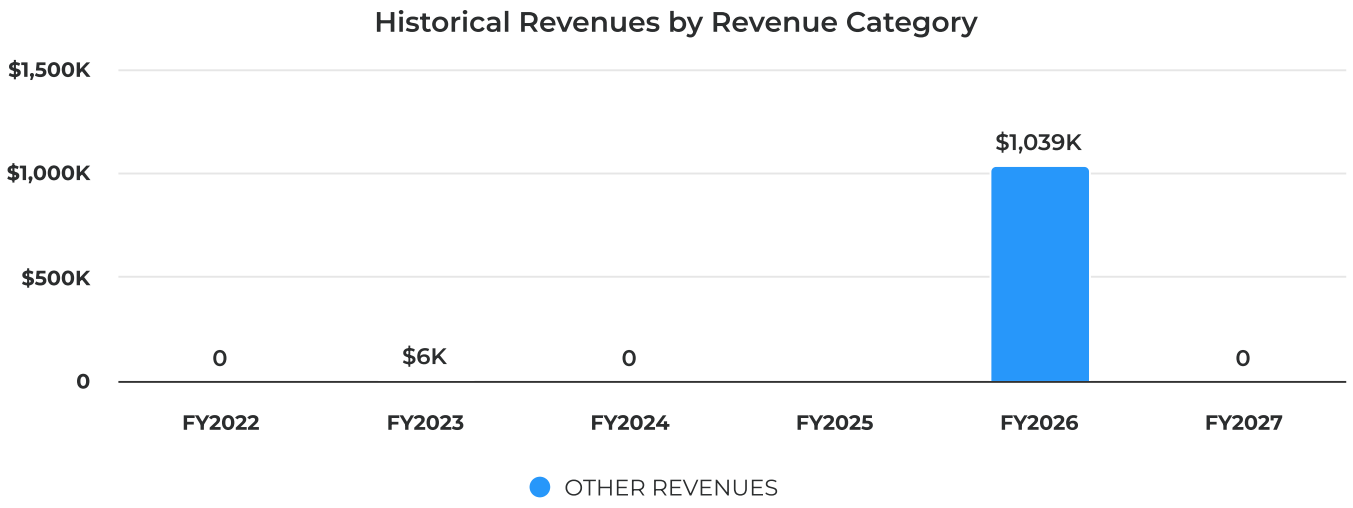


Comprehensive Fund Summary

Comprehensive Fund Summary

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Beginning Fund Balance	**$1,410,622**	**$1,410,622**	**$1,377,777**	**$1,377,777**	**$1,377,777**	**$2,416,429**
Revenues						
OTHER REVENUES	-	$6,250	-	-	$1,038,652	-
Total Revenues	**-**	**$6,250**	**-**	**-**	**$1,038,652**	**-**
Expenditures						
PROFESSIONAL & TECH. SERVICES	-	$1,000	-	-	-	-
TRANSFERS OUT	-	-$28,416	-	-	-	-
CAPITAL IMPROVEMENT	-	$66,511	-	-	-	$824,802
Total Expenditures	**-**	**$39,095**	**-**	**-**	**-**	**$824,802**
Total Revenues Less Expenditures	**-**	**-$32,845**	**-**	**-**	**$1,038,652**	**-$824,802**
Ending Fund Balance	**$1,410,622**	**$1,377,777**	**$1,377,777**	**$1,377,777**	**$2,416,429**	**$1,591,627**

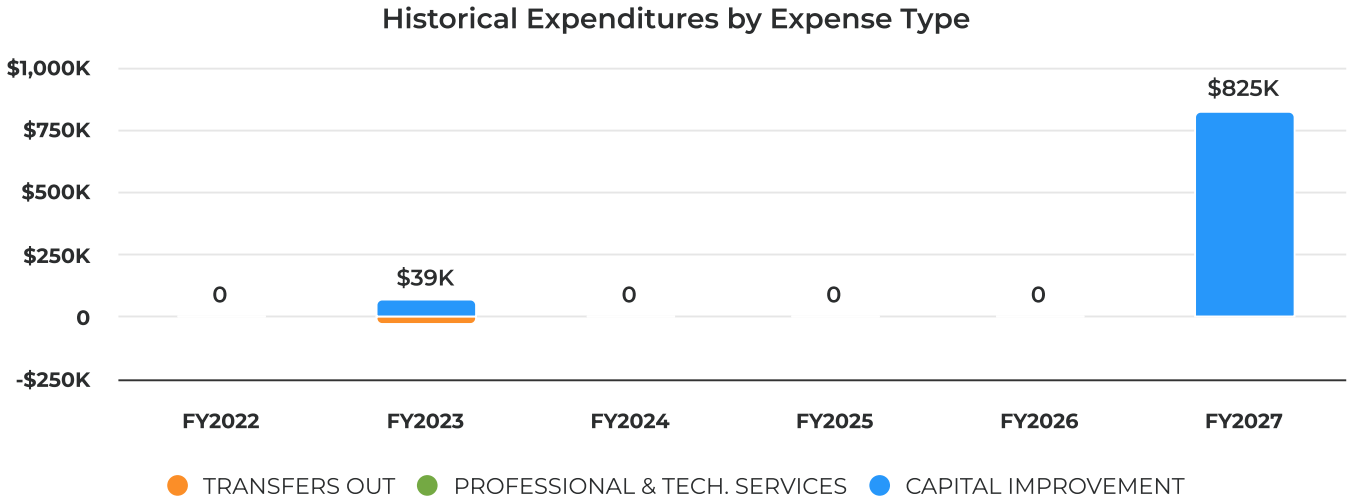
Revenues by Revenue Category



Revenues by Revenue Category

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
OTHER REVENUES						
HOUSING FEES	-	$6,250	-	-	-	-
COMMUNITY ENHANCEMENT	-	-	-	-	$213,850	-
PARKS/TRAILS/OPEN SPACE	-	-	-	-	$824,802	-
Total OTHER REVENUES	-	$6,250	-	-	$1,038,652	-
Total Revenues	**-**	**$6,250**	**-**	**-**	**$1,038,652**	**-**

Expenditures by Expense Type



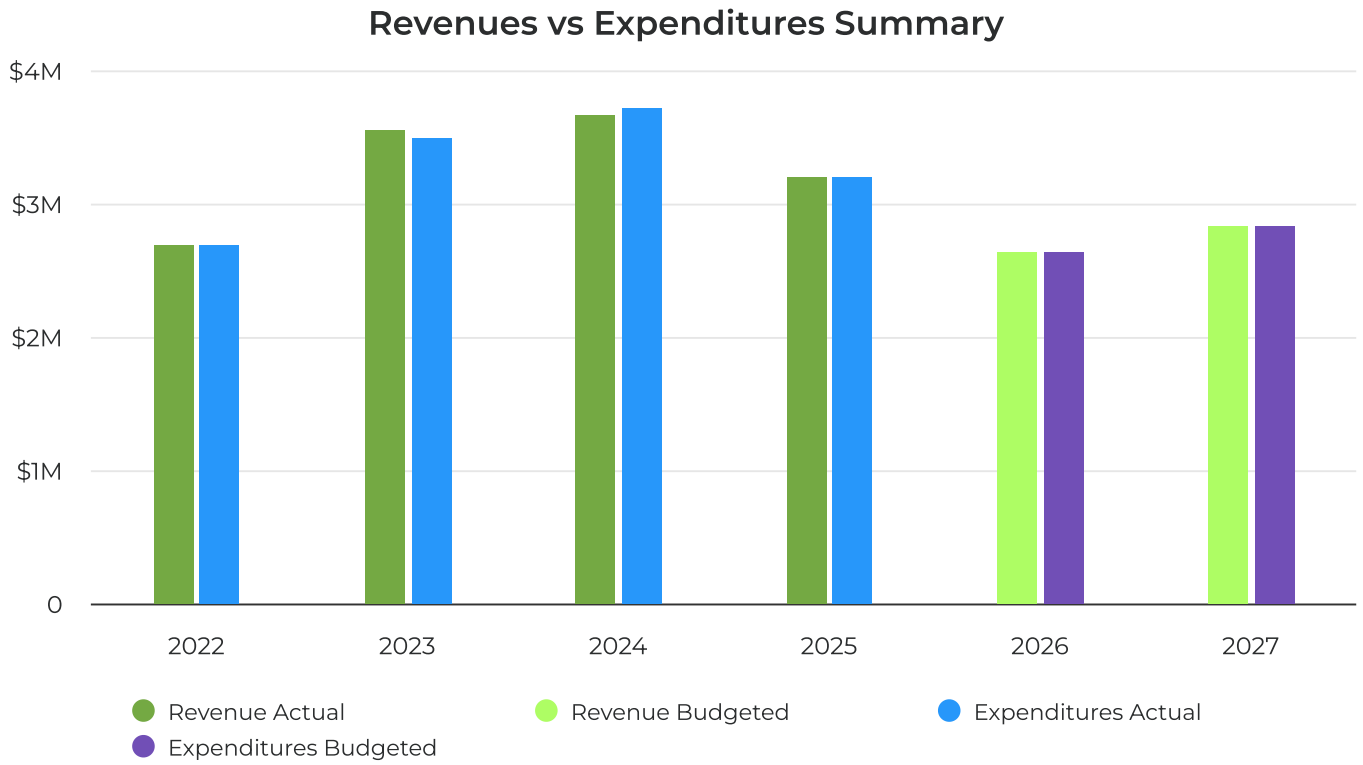
Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
PROFESSIONAL & TECH. SERVICES						
PROFESSIONAL SERVICES	-	$1,000	-	-	-	-

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Total PROFESSIONAL & TECH. SERVICES	-	$1,000	-	-	-	-
TRANSFERS OUT						
TRANSFERS OUT	-	-$28,416	-	-	-	-
Total TRANSFERS OUT	-	-$28,416	-	-	-	-
CAPITAL IMPROVEMENT						
IMPROVEMENTS	-	-	-	-	-	$824,802
ACQUISITION	-	$66,511	-	-	-	-
Total CAPITAL IMPROVEMENT	-	$66,511	-	-	-	$824,802
Total Expenditures	**-**	**$39,095**	**-**	**-**	**-**	**$824,802**

Aliso Viejo Center

The Aliso Viejo Center is a banquet hall that specializes in weddings and other events. Since 2015, the City has contracted with Wedgewood Beverage, Inc. to operate the center. Revenues from events for FY 2025-26 are estimated at $3.3 million. Expenditures, which include all operating expenses, such as management fees for Wedgeweood Beverage, Inc., staff, food and beverage, building and grounds maintenance, and marketing, total approximately $2.6 million, resulting in a transfer to the General Fund in the amount of $0.7 million.



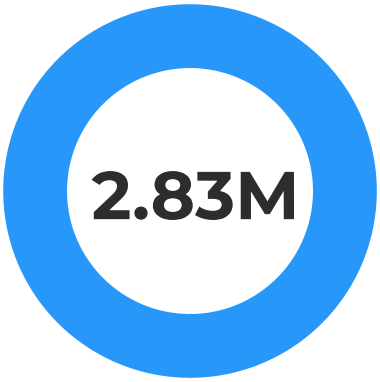
Comprehensive Fund Summary

Comprehensive Fund Summary

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Beginning Fund Balance	-	-	**$60,238**	-	-	-
Revenues						
OTHER REVENUES	$2,686,733	$3,549,365	$3,661,312	$3,193,144	$2,630,000	$2,828,330
Total Revenues	**$2,686,733**	**$3,549,365**	**$3,661,312**	**$3,193,144**	**$2,630,000**	**$2,828,330**
Expenditures						
TRANSFERS OUT	$479,243	$921,813	$1,399,079	$757,660	$418,900	$332,110
FACILITIES EXPENDITURES	$2,207,490	$2,567,314	$2,322,471	$2,435,484	$2,211,100	$2,496,220
Total Expenditures	**$2,686,733**	**$3,489,127**	**$3,721,550**	**$3,193,144**	**$2,630,000**	**$2,828,330**
Total Revenues Less Expenditures	-	**$60,238**	**-$60,238**	-	-	-
Ending Fund Balance	-	**$60,238**	-	-	-	-

Revenues by Revenue Category

FY27 Revenues by Revenue Category



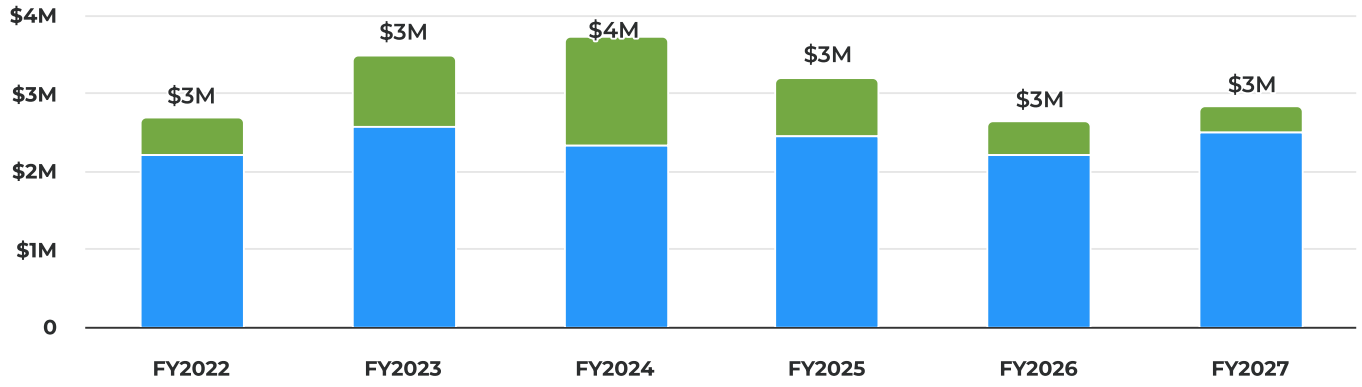
OTHER REVENUES **$2,828,330** 100.00%

Revenues by Revenue Category

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
OTHER REVENUES						
FOOD & BEVERAGE	$606,406	$809,834	$803,703	$745,068	$744,978	$600,000
BEVERAGE	$326,177	$450,703	$426,373	$349,428	$395,219	$300,000
PACKAGE REVENUE	$992,257	$1,303,320	$1,343,649	$1,335,941	$933,681	$1,154,113
RENTAL REVENUE	$480	-	-	-	-	-
EQUIPMENT RENTAL	$196,737	$275,424	$252,281	$193,857	$203,098	$183,667
MUSIC REVENUE	$91,000	$113,800	$108,025	$99,525	$100,132	$90,550
MISCELLANEOUS	$473,677	$596,284	$727,281	$469,326	$252,892	$500,000
Total OTHER REVENUES	$2,686,733	$3,549,365	$3,661,312	$3,193,144	$2,630,000	$2,828,330
Total Revenues	**$2,686,733**	**$3,549,365**	**$3,661,312**	**$3,193,144**	**$2,630,000**	**$2,828,330**

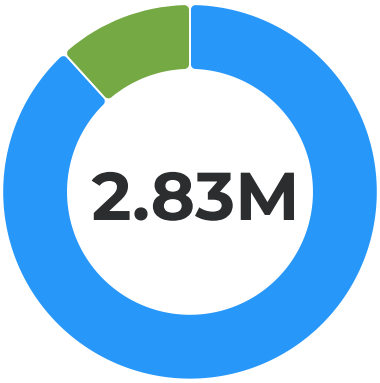
Expenditures by Expense Type

Historical Expenditures



TRANSFERS OUT FACILITIES EXPENDITURES

FY27 Expenditures by Expense Type



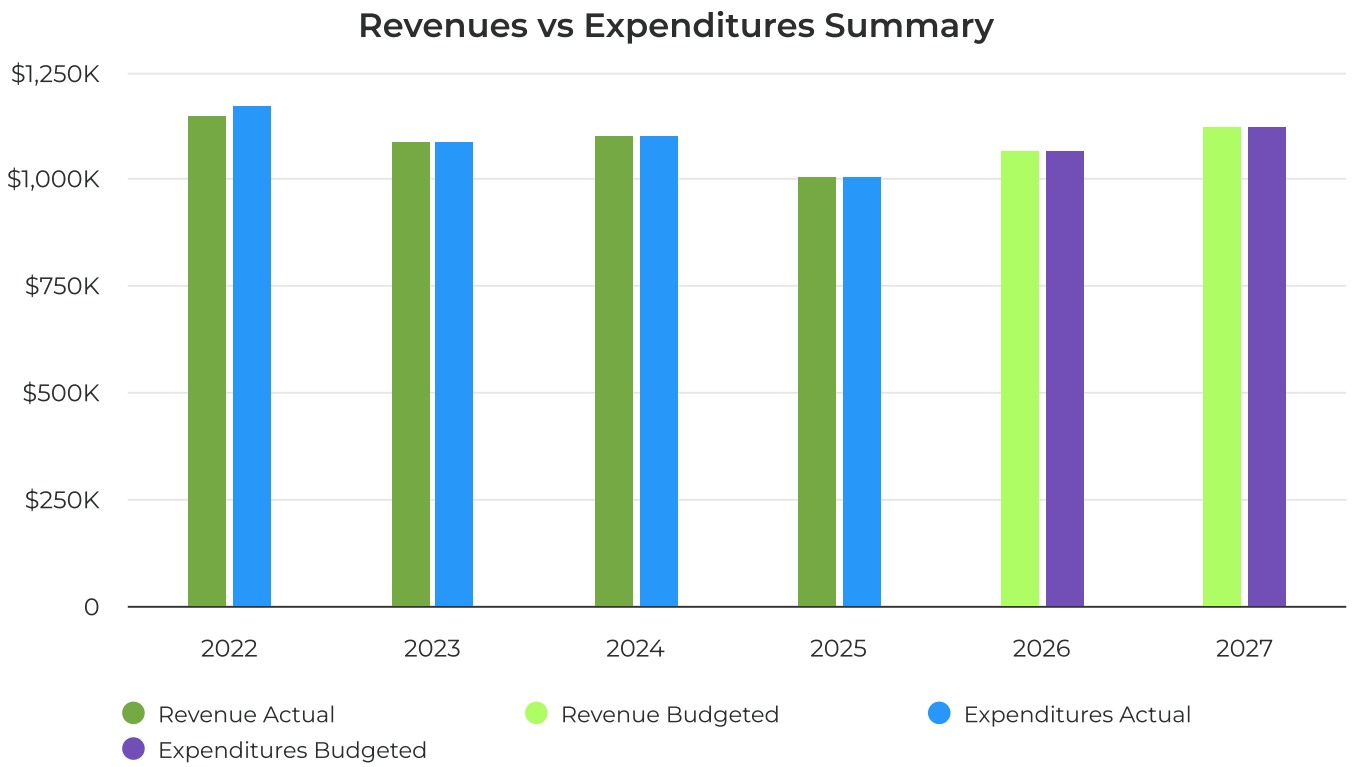
FACILITIES EXPENDITURES	**$2,496,220**	88.26%
TRANSFERS OUT	**$332,110**	11.74%

Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
TRANSFERS OUT						
TRANSFERS OUT	$479,243	$921,813	$1,399,079	$757,660	$418,900	$332,110
Total TRANSFERS OUT	$479,243	$921,813	$1,399,079	$757,660	$418,900	$332,110
FACILITIES EXPENDITURES						
P/R-SALARIES	$109,636	$94,865	$98,916	$101,907	$113,277	$119,120
P/R-WAGES	$199,887	$223,115	$226,372	$294,427	$202,205	$316,631
CONTRACT LABOR	$297,215	$321,067	$295,788	$311,549	$249,783	$316,286
P/R-BENEFITS	$57,956	$59,043	$57,846	$67,263	$69,178	$62,519
COST OF F&B	$202,721	$240,899	$221,702	$197,786	$144,810	$210,913
MISCELLANEOUS	$33,225	$54,334	$39,903	$47,326	$28,826	$26,187
MUSIC EXPENSE	$59,792	$83,219	$83,280	$75,735	$77,195	$69,809
EQUIPMENT RENTAL	$98,940	$109,512	$51,767	$28,723	$63,207	$57,159
PACKAGE EXPENSE	$225,882	$271,623	$272,762	$274,247	$186,582	$228,645
EQUIP MAINT	$21,470	$13,427	$15,226	$16,664	$26,011	$23,508
COMPUTER EXPENSE	$27,477	$24,292	$29,544	$31,163	$33,860	$30,600
UTILITIES	$137,162	$151,752	$126,823	$134,040	$148,320	$148,320
BLDG & GROUNDS	$74,918	$77,859	$80,566	$76,091	$97,874	$90,107
SUPPLIES	$54,083	$85,189	$56,313	$64,635	$76,455	$79,096
MARKETING	$81,451	$97,391	$92,596	$135,555	$118,517	$142,320
FEES & PERMITS	$72,666	$77,321	$73,065	$78,373	$75,000	$75,000
MANAGEMENT FEES	$453,010	$582,405	$500,000	$500,000	$500,000	$500,000
Total FACILITIES EXPENDITURES	$2,207,490	$2,567,314	$2,322,471	$2,435,484	$2,211,100	$2,496,220
Total Expenditures	**$2,686,733**	**$3,489,127**	**$3,721,550**	**$3,193,144**	**$2,630,000**	**$2,828,330**

Aliso Viejo Aquatic Center

In 2015, the City entered into an agreement with Premier Aquatic Services to operate the Aquatic Center. Revenues for FY 2025-26 total approximately $1.0 million and include fees for daily and season passes, events, and swim lessons. Expenditures for management fees, staff, pool and facility maintenance, and supplies, total approximately $1.2 million. The General Fund subsidizes the operating deficit with a transfer of approximately $0.2 million.

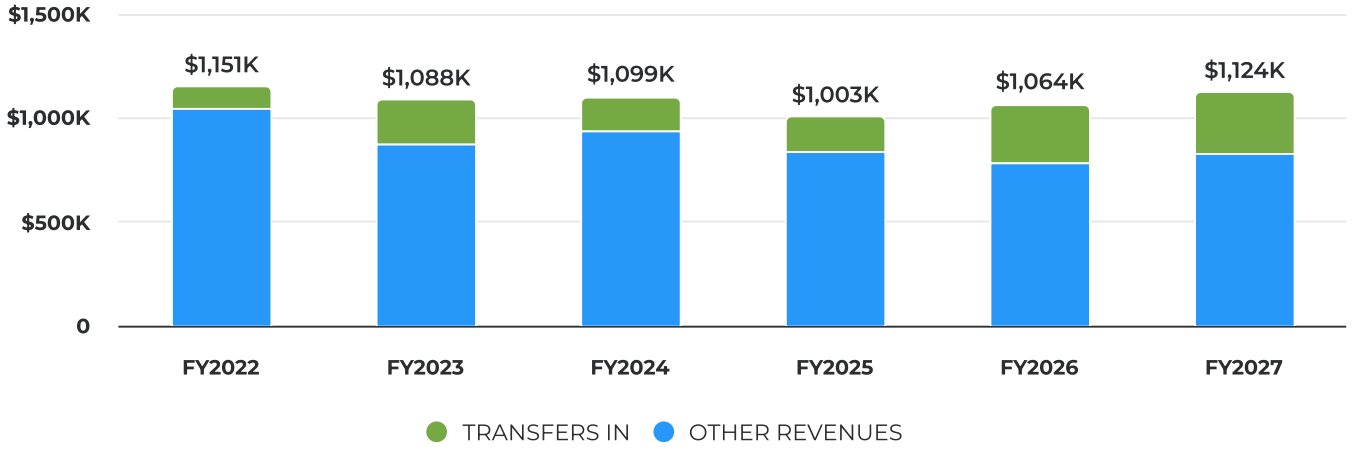


Comprehensive Fund Summary

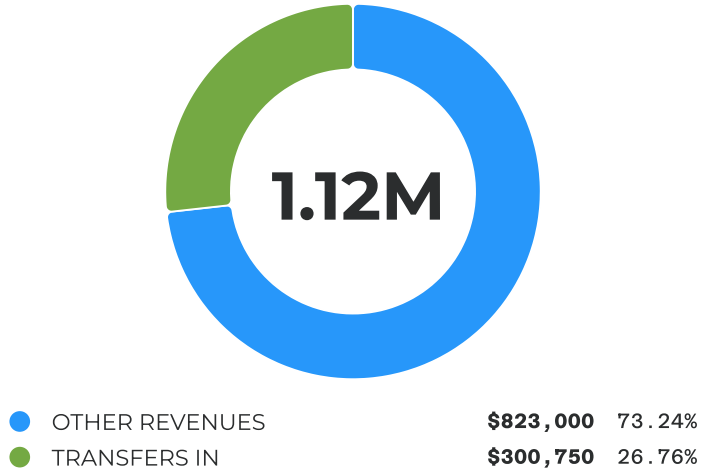
Comprehensive Fund Summary

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
Beginning Fund Balance	**$19,500**	-	-	-	-	-
Revenues						
OTHER REVENUES	$1,042,244	$871,792	$939,259	$839,745	$780,000	$823,000
TRANSFERS IN	$108,389	$216,560	$159,252	$163,628	$284,450	$300,750
Total Revenues	**$1,150,632**	**$1,088,352**	**$1,098,511**	**$1,003,374**	**$1,064,450**	**$1,123,750**
Expenditures						
FACILITIES EXPENDITURES	$1,170,132	$1,088,352	$1,098,511	$1,003,374	$1,064,450	$1,123,750
Total Expenditures	**$1,170,132**	**$1,088,352**	**$1,098,511**	**$1,003,374**	**$1,064,450**	**$1,123,750**
Total Revenues Less Expenditures	**-$19,500**	-	-	-	-	-
Ending Fund Balance	-	-	-	-	-	-

Historical Revenues by Revenue Category



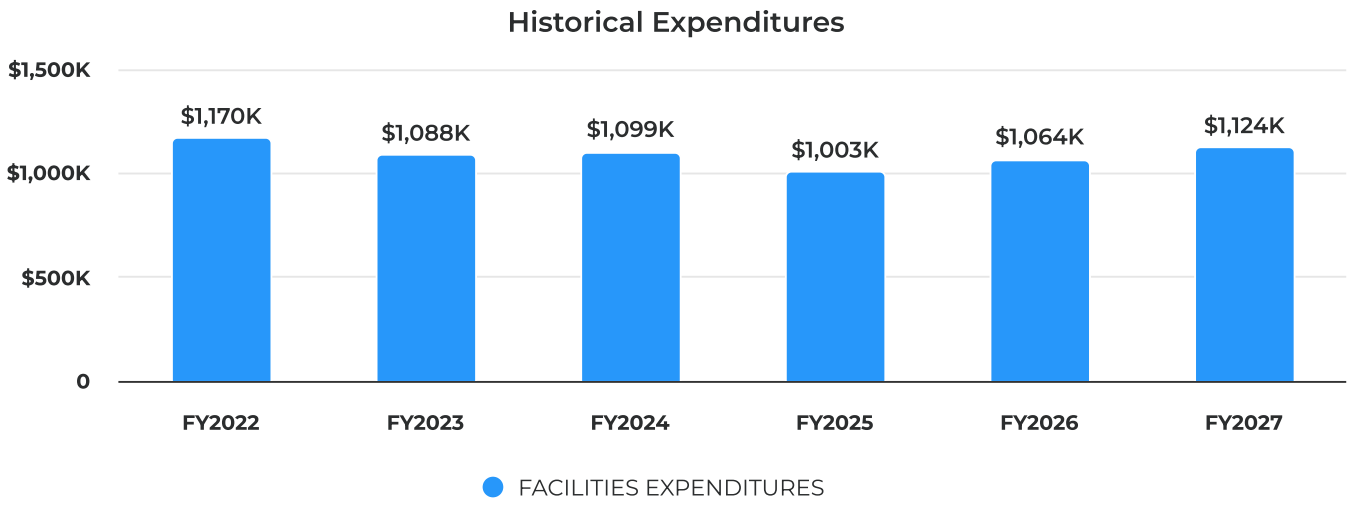
FY27 Revenues by Revenue Category

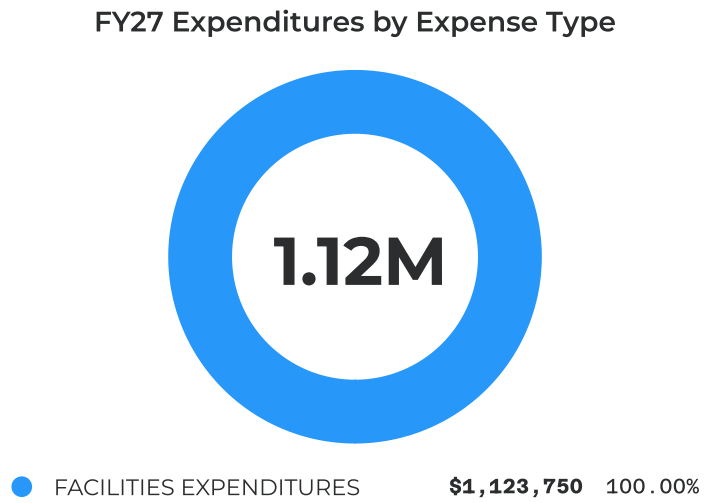


Revenues by Revenue Category

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
OTHER REVENUES						
FOOD & BEVERAGE	$8,030	$6,307	$7,611	$6,543	$10,000	$8,000
AQUATIC FEES	$163,386	$144,058	$143,844	$149,050	$115,000	$75,000
POOL USE FEES	$7,869	$8,393	$8,810	$7,963	$10,000	$10,000
AQUATIC CLASSES	$849,605	$704,428	$772,914	$671,226	$637,000	$725,000
MERCHANDISE	$13,354	$8,607	$6,081	$4,963	$8,000	$5,000
Total OTHER REVENUES	$1,042,244	$871,792	$939,259	$839,745	$780,000	$823,000
TRANSFERS IN						
INTERFUND TRANSFERS	$108,389	$216,560	$159,252	$163,628	$284,450	$300,750
Total TRANSFERS IN	$108,389	$216,560	$159,252	$163,628	$284,450	$300,750
Total Revenues	**$1,150,632**	**$1,088,352**	**$1,098,511**	**$1,003,374**	**$1,064,450**	**$1,123,750**

Expenditures by Expense Type





Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
FACILITIES EXPENDITURES						
P/R-SALARIES	$83,771	$94,078	$113,648	$103,672	$126,100	$131,000
P/R-WAGES	$464,912	$515,909	$488,409	$420,319	$335,500	$395,000
P/R-BENEFITS	$66,076	$66,696	$70,377	$64,673	$68,000	$65,000
COST OF F&B	$4,071	$2,015	$4,121	$3,041	$5,000	$5,000
MISCELLANEOUS EXPENSE	$871	-	-	-	-	-
ANHS POOL RENTAL	$3,010	$1,457	$2,913	$3,399	$7,000	$7,000
CONTRACT INSTRUCTOR PAYMENTS	$4,301	-	-	-	-	-
EQUIP MAINT	$59,256	$34,850	$43,954	$49,451	$61,000	$61,000
COMPUTER EXPENSE	$5,123	$2,573	$3,248	$3,780	$14,360	$8,250
UTILITIES	$74,603	$91,903	$63,419	$66,234	$86,240	$85,240
BLDG & GROUNDS	$55,291	$58,705	$64,902	$65,856	$75,450	$83,210
POOL MAINTENANCE	$16,683	$22,350	$25,133	$17,693	$26,200	$26,200
SUPPLIES	$2,766	$2,791	$1,766	$900	$3,000	$3,000

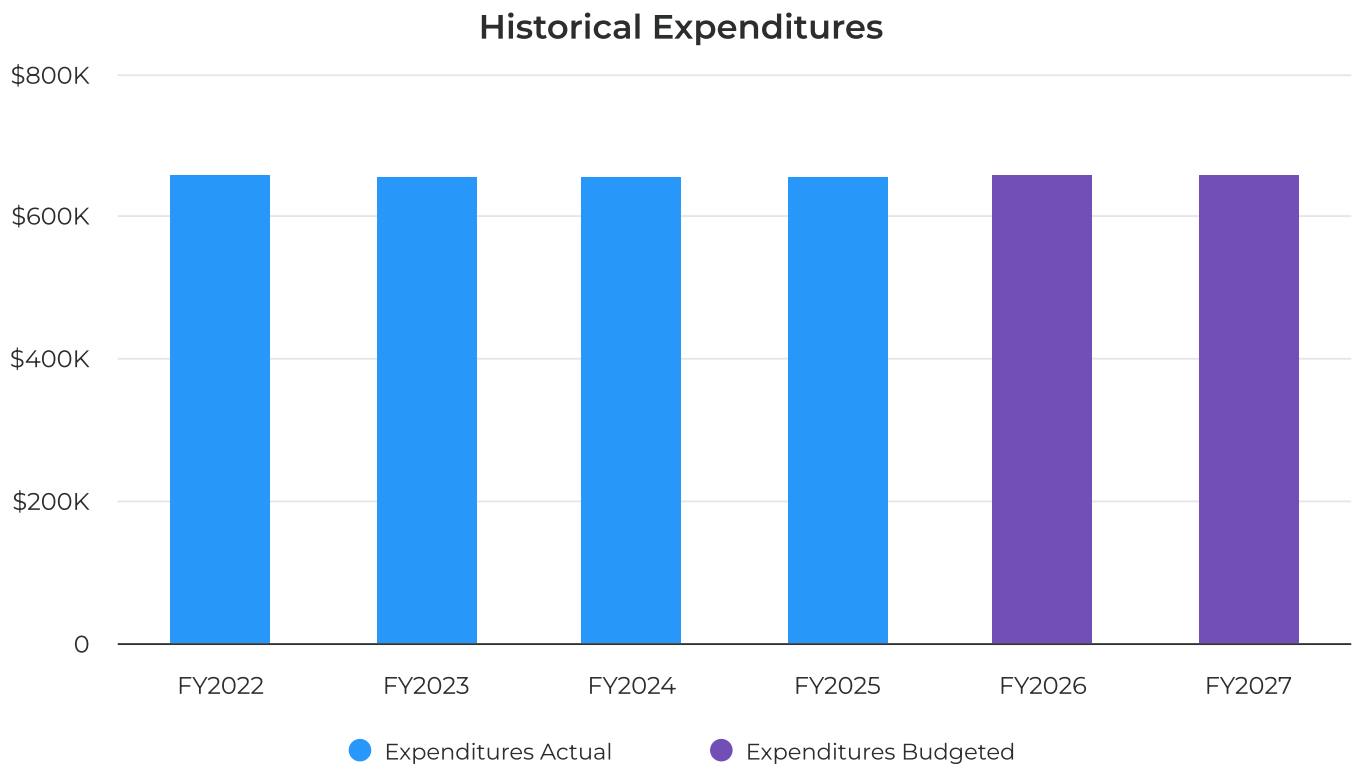
Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
MINOR EQUIPMENT	$7,762	$1,182	$1,700	$937	$2,500	$2,500
OPERATING SUPPLIES	$8,845	$11,669	$1,635	$6,233	$10,000	$10,000
MERCHANDISE	$5,371	$4,361	$6,216	$450	$5,000	$5,000
MTGS/CONF./TRNG	$795	$991	$562	$540	$1,500	$750
MARKETING	$19,817	$3,647	$10,737	$13,540	$15,500	$20,000
FEES & PERMITS	$35,161	$28,175	$32,659	$27,682	$27,100	$20,600
MANAGEMENT FEES	$251,648	$145,000	$163,111	$154,976	$195,000	$195,000
Total FACILITIES EXPENDITURES	$1,170,132	$1,088,352	$1,098,511	$1,003,374	$1,064,450	$1,123,750
Total Expenditures	**$1,170,132**	**$1,088,352**	**$1,098,511**	**$1,003,374**	**$1,064,450**	**$1,123,750**

Debt Service

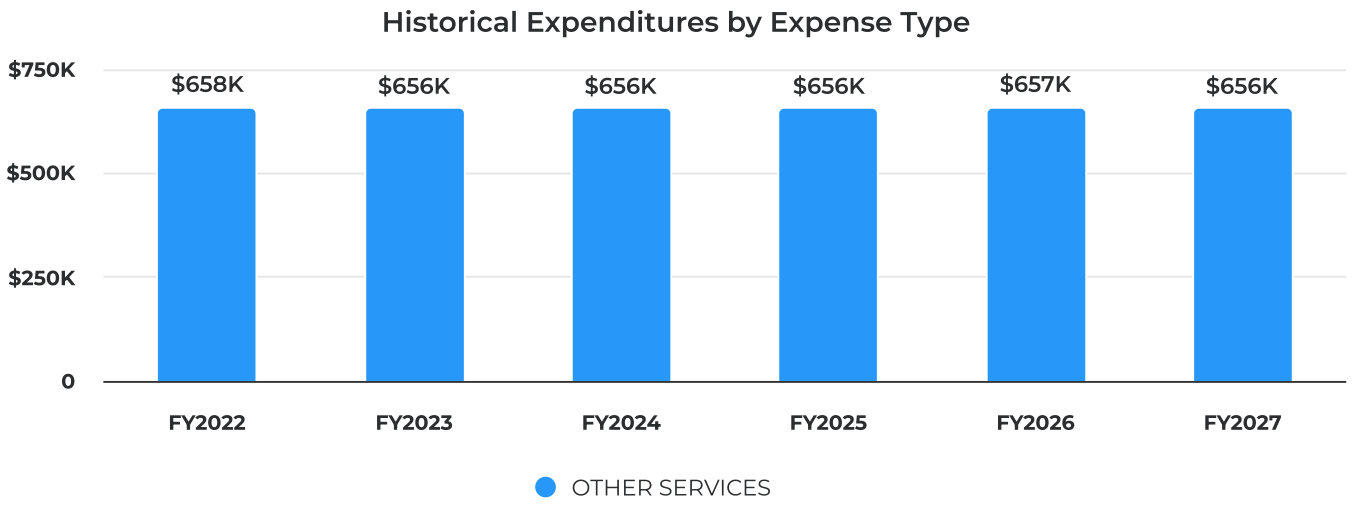
On August 13, 2019, the City issued $12,250,000 of tax-exempt Certificates of Participation to provide financing for the construction of the Aliso Viejo Ranch. The principal is due annually in amounts ranging from $230,000 to $635,000 on November 1 of each year commencing in 2020 through the year 2049 with a coupon rate ranging from 2% to 4%. At the end of FY 2026-27, the total outstanding principal will be $10,485,000.

For FY 2026-27 the principal payment totals $280,000 and interest and fiscal charges total $376,450. Total debt service for FY 2026-27 is $656,450. Debt service is funded through a transfer from the General Fund.

Expenditure Summary



Expenditures by Expense Type



Expenditures by Expense Type

Category	FY 2022 Actual	FY 2023 Actual	FY 2024 Actual	FY 2025 Actual	FY 2026 Adjusted	FY 2027 Proposed
OTHER SERVICES						
PRINCIPAL PAYMENT	$235,000	$240,000	$250,000	$260,000	$270,000	$280,000
INTEREST & FISCAL CHGS	$422,705	$415,751	$405,974	$395,921	$387,450	$376,450
Total OTHER SERVICES	$657,705	$655,751	$655,974	$655,921	$657,450	$656,450
Total Expenditures	**$657,705**	**$655,751**	**$655,974**	**$655,921**	**$657,450**	**$656,450**

Capital Improvement Plan

The Capital Improvement Program (CIP) Budget is submitted to the City Council with the budget document in order to provide more detailed descriptions of projects scheduled to take place over the next five years. A CIP project is defined as an addition or improvement to the City's infrastructure or public facilities.

Capital Budgeting Process

Financial Services coordinates the budget preparation including, review of fund cash flows to ensure adequate funding over the project life. Many projects span multiple fiscal years and have multiple funding sources, including grant funding and special revenue funds. Special attention is paid to projects requiring General Fund dollars and typically reflects previously identified Council goals. The CIP document is designed to give an easily understandable overview of the multi-year projects to which the City Council has made a long-term commitment.

One Year Plan

CIP Funding Sources

CITY OF ALISO VIEJO
CAPITAL IMPROVEMENT PLAN
FY 2026-27

Proj. #	Project Description	Total Cost	General Fund	TCRF	M2 Fairshare	Meas. M Comp.	Gas Tax	SB1	Federal Grants	State Grants/ CARITS	Technology Fund	Reimbursements From Other Govts	Beverage Container	AQMD	Community Enhancement
	Traffic Management/Safety Projects (311-8201)														
123	Accessible Pedestrian Signals	237,203							237,203						
	Total	237,203	-	-	-	-	-	-	237,203	-	-	-	-	-	-
Proj. #	**Project Description**	**Total Cost**	**General Fund**	**TCRF**	**M2 Fairshare**	**Meas. M Comp.**	**Gas Tax**	**SB1**	**Federal Grants**	**State Grants/ CARITS**	**Technology Fund**	**Reimbursements From Other Govts**	**Beverage Container**	**AQMD**	**Community Enhancement**
	Street Improvement Projects (311-8301)														
TBD	Slurry Seal FY 2026-27	1,160,000			1,160,000										
139	Slurry Seal FY 2025-26	750,000			750,000										
TBD	Columbia Loop Street Rehabilitation	1,105,000						1,105,000							
		3,015,000	-	-	1,910,000	-	-	1,105,000	-	-	-	-	-	-	-
Proj. #	**Project Description**	**Total Cost**	**General Fund**	**TCRF**	**M2 Fairshare**	**Meas. M Comp.**	**Gas Tax**	**SB1**	**Federal Grants**	**State Grants/ CARITS**	**Technology Fund**	**Reimbursements From Other Govts**	**Beverage Container**	**AQMD**	**Community Enhancement**
	Capital Improvements (331-8701)														
TBD	Construction of Pump Track (245-4-6145-5910)	824,802													824,802
043	Vista Park Improvements (Lights, Trellis, Playground)	47,500	47,500												
118	Aquatic Center Recreation Pool Plaster	85,000	85,000												
118	Aquatic Center Lighting Management System	35,000	35,000												
111	Aliso Viejo Center Lighting Management System	60,000	60,000												
	Total	1,052,302	227,500	-	-	-	-	-	-	-	-	-	-	-	824,802
Proj. #	**Project Description**	**Total Cost**	**General Fund**	**TCRF**	**M2 Fairshare**	**Meas. M Comp.**	**Gas Tax**	**SB1**	**Federal Grants**	**State Grants/ CARITS**	**Technology Fund**	**Reimbursements From Other Govts**	**Beverage Container**	**AQMD**	**Community Enhancement**
	Stormwater Improvements (332-8601)														
030	Wetlands Monitoring Project	10,000	10,000												
091	Dairy Fork Wetland Project	10,000	10,000												
	Total	20,000	20,000	-	-	-	-	-	-	-	-	-	-	-	-
	GRAND TOTAL	**$ 4,324,505**	**$ 247,500**	**$ -**	**$ 1,910,000**	**$ -**	**$ -**	**$ 1,105,000**	**$ 237,203**	**$ -**	**$ -**	**$ -**	**$ -**	**$ -**	**$ 824,802**

One Year Plan

CITY OF ALISO VIEJO
CAPITAL IMPROVEMENT PLAN
FY 2026-27

		Total	5101 Planning	5501 Design	5601 Const. Mgmt	5701 Construction	5702 Contra-Expense	5901 Contingency	5910 Improvements	5911 Rehabilitation
Transfer Detail										
Traffic Management/Safety Projects (311-4-8201)										
123	Accessible Pedestrian Signals	237,203		-	10,000	220,000		7,203		
		237,203	-	-	10,000	220,000	-	7,203	-	-
Street Improvement Projects (311-4-8301)										
TBD	Slurry Seal FY 2026-27	1,160,000			60,000	1,000,000		100,000		
139	Slurry Seal FY 2025-26	750,000			50,000	650,000		50,000		
TBD	Columbia Loop Street Rehabilitation	1,105,000			60,000	950,000		95,000		
	Total	3,015,000	-	-	170,000	2,600,000	-	245,000	-	-
Capital Improvements (331-4-8701)										
TBD	Construction of Pump Track (245-4-6145-5910)	824,802							824,802	
043	Vista Park Improvements (Lights, Trellis, Playground)	47,500							47,500	
118	Aquatic Center Recreation Pool Plaster	85,000							85,000	
118	Aquatic Center Lighting Management System	35,000							35,000	
111	Aliso Viejo Center Lighting Management System	60,000							60,000	
	Total	1,052,302	-	-	-	-	-	-	1,052,302	-
Stormwater Improvements (332-4-8601)										
030	Wetlands Monitoring Project	10,000	-	-	-	-		-	-	10,000
091	Dairy Fork Wetland Project	10,000	-	-	-	-		-	-	10,000
	Total	20,000	-	-	-	-	-	-	-	20,000
	GRAND TOTAL	**4,324,505**	**-**	**-**	**180,000**	**2,820,000**	**-**	**252,203**	**1,052,302**	**20,000**

Appendix

Glossary

Abatement: A reduction or elimination of a real or personal property tax, motor vehicle excise, a fee, charge, or special assessment imposed by a governmental unit. Granted only on application of the person seeking the abatement and only by the committing governmental unit.

Accounting System: The total structure of records and procedures that identify record, classify, and report information on the financial position and operations of a governmental unit or any of its funds, account groups, and organizational components.

Accrued Interest: The amount of interest that has accumulated on the debt since the date of the last interest payment, and on the sale of a bond, the amount accrued up to but not including the date of delivery (settlement date). (See Interest)

ACFR: Annual Comprehensive Financial Report - A detailed report of an organization's financial activities and performance over the fiscal year.

Amortization: The gradual repayment of an obligation over time and in accordance with a predetermined payment schedule.

Appropriation: A legal authorization from the community's legislative body to expend money and incur obligations for specific public purposes. An appropriation is usually limited in amount and as to the time period within which it may be expended.

Arbitrage: As applied to municipal debt, the investment of tax-exempt bonds or note proceeds in higher yielding, taxable securities. Section 103 of the Internal Revenue Service (IRS) Code restricts this practice and requires (beyond certain limits) that earnings be rebated (paid) to the IRS.

Assessed Valuation: A value assigned to real estate or other property by a government as the basis for levying taxes.

Assets: Items owned by an organization that have economic value, such as cash, investments, property, and equipment.

Audit: An examination of a community's financial systems, procedures, and data by a certified public accountant (independent auditor), and a report on the fairness of financial statements and on local compliance with statutes and regulations. The audit serves as a valuable management tool in evaluating the fiscal performance of a community.

Audit Report: Prepared by an independent auditor, an audit report includes: (a) a statement of the scope of the audit; (b) explanatory comments as to application of auditing procedures; (c) findings and opinions. It is almost always accompanied by a management letter which contains supplementary comments and recommendations.

Available Funds: Balances in the various fund types that represent non-recurring revenue sources. As a matter of sound practice, they are frequently appropriated to meet unforeseen expenses, for capital expenditures or other one-time costs.

Balance Sheet: A statement that discloses the assets, liabilities, reserves and equities of a fund or governmental unit at a specified date.

Betterments (Special Assessments): Whenever a specific area of a community receives benefit from a public improvement (e.g., water, sewer, sidewalk, etc.), special property taxes may be assessed to reimburse the governmental entity for all or part of the costs it incurred. Each parcel receiving benefit from the improvement is assessed for its proportionate share of the cost of such improvements. The proportionate share may be paid in full or the property owner may request that the assessors apportion the betterment over 20 years. Over the life of the

betterment, one year's apportionment along with one year's committed interest computed from October 1 to October 1 is added to the tax bill until the betterment has been paid.

Bond: A means to raise money through the issuance of debt. A bond issuer/borrower promises in writing to repay a specified sum of money, alternately referred to as face value, par value or bond principal, to the buyer of the bond on a specified future date (maturity date), together with periodic interest at a specified rate. The term of a bond is always greater than one year. (See Note)

Bond and Interest Record: (Bond Register) – The permanent and complete record maintained by a treasurer for each bond issue. It shows the amount of interest and principal coming due each date and all other pertinent information concerning the bond issue.

Bonds Authorized and Unissued: Balance of a bond authorization not yet sold. Upon completion or abandonment of a project, any remaining balance of authorized and unissued bonds may not be used for other purposes, but must be rescinded by the community's legislative body to be removed from community's books.

Bond Issue: Generally, the sale of a certain number of bonds at one time by a governmental unit.

Bond Rating (Municipal): A credit rating assigned to a municipality to help investors assess the future ability, legal obligation, and willingness of the municipality (bond issuer) to make timely debt service payments. Stated otherwise, a rating helps prospective investors determine the level of risk associated with a given fixed-income investment. Rating agencies, such as Moody's and Standard and Poors, use rating systems, which designate a letter or a combination of letters and numerals where AAA is the highest rating and C1 is a very low rating.

Budget: A plan for allocating resources to support particular services, purposes and functions over a specified period of time. (See Performance Budget, Program Budget)

Capital Assets: All real and tangible property used in the operation of government, which is not easily converted into cash, and has an initial useful live extending beyond a single financial reporting period. Capital assets include land and land improvements; infrastructure such as roads, bridges, water and sewer lines; easements; buildings and building improvements; vehicles, machinery and equipment. Communities typically define capital assets in terms of a minimum useful life and a minimum initial cost. (See Fixed Assets)

Capital Budget: An appropriation or spending plan that uses borrowing or direct outlay for capital or fixed asset improvements. Among other information, a capital budget should identify the method of financing each recommended expenditure, i.e., tax levy or rates, and identify those items that were not recommended. (See Capital Assets, Fixed Assets)

Cash: Currency, coin, checks, postal and express money orders and bankers' drafts on hand or on deposit with an official or agent designated as custodian of cash and bank deposits.

Cash Flow: The movement of money into or out of an organization, showing its liquidity and ability to meet financial obligations.

Cash Management: The process of monitoring the ebb and flow of money in an out of municipal accounts to ensure cash availability to pay bills and to facilitate decisions on the need for short- term borrowing and investment of idle cash.

Certificate of Deposit (CD): A bank deposit evidenced by a negotiable or non-negotiable instrument, which provides on its face that the amount of such deposit plus a specified interest payable to a bearer or to any specified person on a certain specified date, at the expiration of a certain specified time, or upon notice in writing.

Classification of Real Property: Assessors are required to classify all real property according to use into one of four classes: residential, open space, commercial, and industrial. Having classified its real properties, local officials are permitted to determine locally, within limitations established by statute and the Commissioner of Revenue, what percentage of the tax burden is to be borne by each class of real property and by personal property owners.

Collective Bargaining: The process of negotiating workers' wages, hours, benefits, working conditions, etc., between an employer and some or all of its employees, who are represented by a recognized labor union, regarding wages, hours and working conditions.

Compliance: Adherence to relevant laws, regulations, and internal policies governing financial reporting and operations.

Consumer Price Index: The statistical measure of changes, if any, in the overall price level of consumer goods and services. The index is often called the "cost-of-living index."

Cost-Benefit Analysis: A decision-making tool that allows a comparison of options based on the level of benefit derived and the cost to achieve the benefit from different alternatives.

Debt Burden: The amount of debt carried by an issuer usually expressed as a measure of value (i.e., debt as a percentage of assessed value, debt per capita, etc.). Sometimes debt burden refers to debt service costs as a percentage of the total annual budget.

Debt Service: The repayment cost, usually stated in annual terms and based on an amortization schedule, of the principal and interest on any particular bond issue.

Encumbrance: A reservation of funds to cover obligations arising from purchase orders, contracts, or salary commitments that are chargeable to, but not yet paid from, a specific appropriation account.

Enterprise Funds: An enterprise fund is a separate accounting and financial reporting mechanism for municipal services for which a fee is charged in exchange for goods or services. It allows a community to demonstrate to the public the portion of total costs of a service that is recovered through user charges and the portion that is subsidized by the tax levy, if any. With an enterprise fund, all costs of service delivery — direct, indirect, and capital costs — are identified. This allows the community to recover total service costs through user fees if it chooses. Enterprise accounting also enables communities to reserve the "surplus" or net assets unrestricted generated by the operation of the enterprise rather than closing it out to the general fund at year-end. Services that may be treated as enterprises include, but are not limited to, water, sewer, hospital, and airport services.

Equalized Valuations (EQVs): The determination of the full and fair cash value of all property in the community that is subject to local taxation.

Equity: The residual interest in the assets of an organization after deducting liabilities, representing the owners' stake in the business.

Estimated Receipts: A term that typically refers to anticipated local revenues often based on the previous year's receipts and represent funding sources necessary to support a community's annual budget. (See Local Receipts)

Exemptions: A discharge, established by statute, from the obligation to pay all or a portion of a property tax. The exemption is available to particular categories of property or persons upon the timely submission and approval of an application to the assessors. Properties exempt from taxation include hospitals, schools, houses of worship, and cultural institutions. Persons who may qualify for exemptions include disabled veterans, blind individuals, surviving spouses, and seniors.

Expenditure: An outlay of money made by municipalities to provide the programs and services within their approved budget.

Fiduciary Funds: Repository of money held by a municipality in a trustee capacity or as an agent for individuals, private organizations, other governmental units, and other funds. These include pension (and other employee benefit) trust funds, investment trust funds, private- purpose trust funds, and agency funds.

Financial Statements: Reports summarizing an organization's financial activities and position, including the balance sheet, income statement, and cash flow statement.

Fiscal Year: The 12-month period for which an organization plans the use of its funds, typically not the same as the calendar year.

Fixed Assets: Long-lived, assets such as buildings, equipment and land obtained or controlled as a result of past transactions or circumstances.

Fixed Costs: Costs that are legally or contractually mandated such as retirement, FICA/Social Security, insurance, debt service costs or interest on loans.

Float: The difference between the bank balance for a local government’s account and its book balance at the end of the day. The primary factor creating float is clearing time on checks and deposits. Delays in receiving deposit and withdrawal information also influence float.

Full Faith and Credit: A pledge of the general taxing powers for the payment of governmental obligations. Bonds carrying such pledges are usually referred to as general obligation or full faith and credit bonds.

Fund: An accounting entity with a self-balancing set of accounts that are segregated for the purpose of carrying on identified activities or attaining certain objectives in accordance with specific regulations, restrictions, or limitations.

Fund Accounting: Organizing financial records into multiple, segregated locations for money. A fund is a distinct entity within the municipal government in which financial resources and activity (assets, liabilities, fund balances, revenues, and expenditures) are accounted for independently in accordance with specific regulations, restrictions or limitations. Examples of funds include the general fund and enterprise funds. Communities whose accounting records are organized according to the Uniform Municipal Accounting System (UMAS) use multiple funds.

GAAP: Generally Accepted Accounting Principles - Standard accounting principles, standards, and procedures that companies use to compile their financial statements.

GASB 34: A major pronouncement of the Governmental Accounting Standards Board that establishes new criteria on the form and content of governmental financial statements. GASB 34 requires a report on overall financial health, not just on individual funds. It requires more complete information on the cost of delivering value estimates on public infrastructure assets, such as bridges, road, sewers, etc. It also requires the presentation of a narrative statement the government's financial performance, trends and prospects for the future.

GASB 45: This is another Governmental Accounting Standards Board major pronouncement that each public entity account for and report other postemployment benefits in its accounting statements. Through actuarial analysis, municipalities must identify the true costs of the OPEB earned by employees over their estimated years of actual service.

General Fund: The fund used to account for most financial resources and activities governed by the normal appropriation process.

General Obligation Bonds: Bonds issued by a municipality for purposes allowed by statute that are backed by the full faith and credit of its taxing authority.

Governing Body: A board, committee, commission, or other executive or policymaking body of a municipality or school district.

Indirect Cost: Costs of a service not reflected in the operating budget of the entity providing the service. An example of an indirect cost of providing water service would be the value of time spent by non-water department employees processing water bills. A determination of these costs is necessary to analyze the total cost of service delivery. The matter of indirect costs arises most often in the context of enterprise funds.

Internal Controls: Policies and procedures implemented by an organization to ensure the reliability of financial reporting and compliance with laws and regulations, aiming to prevent fraud and errors.

Interest: Compensation paid or to be paid for the use of money, including amounts payable at periodic intervals or discounted at the time a loan is made. In the case of municipal bonds, interest payments accrue on a day-to-day basis, but are paid every six months.

Interest Rate: The interest payable, expressed as a percentage of the principal available for use during a specified period of time. It is always expressed in annual terms.

Investments: Securities and real estate held for the production of income in the form of interest, dividends, rentals or lease payments. The term does not include fixed assets used in governmental operations.

Liabilities: Debts or obligations owed by an organization, including loans, accounts payable, and accrued expenses.

Line Item Budget: A budget that separates spending into categories, or greater detail, such as supplies, equipment, maintenance, or salaries, as opposed to a program budget.

Local Aid: Revenue allocated by the state or counties to municipalities and school districts.

Maturity Date: The date that the principal of a bond becomes due and payable in full.

Municipal(s): (As used in the bond trade) "Municipal" refers to any state or subordinate governmental unit. "Municipals" (i.e., municipal bonds) include not only the bonds of all political subdivisions, such as cities, towns, school districts, special districts, counties but also bonds of the state and agencies of the state.

Net Income: The difference between an organization's revenues and expenses, representing its profit or loss for a specific period.

Note: A short-term loan, typically with a maturity date of a year or less.

Objects of Expenditures: A classification of expenditures that is used for coding any department disbursement, such as “personal services,” “expenses,” or “capital outlay.”

Official Statement: A document prepared for potential investors that contains information about a prospective bond or note issue and the issuer. The official statement is typically published with the notice of sale. It is sometimes called an offering circular or prospectus.

Operating Budget: A plan of proposed expenditures for personnel, supplies, and other expenses for the coming fiscal year.

Overlapping Debt: A community's proportionate share of the debt incurred by an overlapping government entity, such as a regional school district, regional transit authority, etc.

Performance Budget: A budget that stresses output both in terms of economy and efficiency.

Principal: The face amount of a bond, exclusive of accrued interest.

Program: A combination of activities to accomplish an end.

Program Budget: A budget that relates expenditures to the programs they fund. The emphasis of a program budget is on output.

Proprietary Funds: Funds used to record the financial transactions of governmental entities when they engage in activities that are intended to recover the cost of providing goods or services to the general public on a user-fee basis.

Purchased Services: The cost of services that are provided by a vendor.

Refunding of Debt: Transaction where one bond issue is redeemed and replaced by a new bond issue under conditions generally more favorable to the issuer.

Reserve Fund: An amount set aside annually within the budget of a town to provide a funding source for extraordinary or unforeseen expenditures.

Revaluation: The assessors of each community are responsible for developing a reasonable and realistic program to achieve the fair cash valuation of property in accordance with constitutional and statutory requirements. The nature and extent of that program will depend on the assessors' analysis and consideration of many factors, including, but not limited to, the status of the existing valuation system, the results of an in-depth sales ratio study, and the accuracy of existing property record information.

Revenues: Inflows of resources or other enhancements of assets of an organization, usually from sales of goods or services.

Revenue Anticipation Note (RAN): A short-term loan issued to be paid off by revenues, such as tax collections and state aid. RANs are full faith and credit obligations.

Revenue Bond: A bond payable from and secured solely by specific revenues and thereby not a full faith and credit obligation.

Revolving Fund: Allows a community to raise revenues from a specific service and use those revenues without appropriation to support the service.

Sale of Real Estate Fund: A fund established to account for the proceeds of the sale of municipal real estate other than proceeds acquired through tax title foreclosure.

Stabilization Fund: A fund designed to accumulate amounts for capital and other future spending purposes, although it may be appropriated for any lawful purpose.

Surplus Revenue: The amount by which cash, accounts receivable, and other assets exceed liabilities and reserves.

Tax Rate: The amount of property tax stated in terms of a unit of the municipal tax base; for example, $14.80 per $1,000 of assessed valuation of taxable real and personal property.

Tax Title Foreclosure: The procedure initiated by a municipality to obtain legal title to real property already in tax title and on which property taxes are overdue.

Trust Fund: In general, a fund for money donated or transferred to a municipality with specific instructions on its use. As custodian of trust funds, the treasurer invests and expends such funds as stipulated by trust agreements, as

directed by the commissioners of trust funds or by the community's legislative body. Both principal and interest may be used if the trust is established as an expendable trust. For nonexpendable trust funds, only interest (not principal) may be expended as directed.

Uncollected Funds: Recently deposited checks included in an account’s balance but drawn on other banks and not yet credited by the Federal Reserve Bank or local clearinghouse to the bank cashing the checks. (These funds may not be loaned or used as part of the bank’s reserves and they are not available for disbursement.)

Undesignated Fund Balance: Monies in the various government funds as of the end of the fiscal year that are neither encumbered nor reserved, and are therefore available for expenditure once certified as part of free cash.

Unreserved Fund Balance (Surplus Revenue Account): The amount by which cash, accounts receivable, and other assets exceed liabilities and restricted reserves. It is akin to a "stockholders’ equity" account on a corporate balance sheet. It is not, however, available for appropriation in full because a portion of the assets listed as "accounts receivable" may be taxes receivable and uncollected. (See Free Cash)

Valuation (100 Percent): The legal requirement that a community’s assessed value on property must reflect its market, or full and fair cash value.

Funds

GENERAL FUND

101	General Fund
102	General Fund - City Hall
103	AV Recreation Services

SPECIAL REVENUE FUND

202	Traffic Congestion Relief Fund (AB 2928)
203	Gas Tax (2103, 2105, 2106, 2107 & Gas Tax Admin)
204	Measure M
205	SB1-RMRA
215	Public Safety Grants (CLEEP, SLESF)
221	AQMD Air Quality (AB2766)
225	Integrated Waste Management
231	Other Grants
241	Technology Grant
245	Development Impact
251	Federal Grants
260	City Facilities - Aliso Viejo Center
261	City Facilities - Aquatic Center

CAPITAL PROJECTS FUND

311	Street Improvements
331	Capital Improvements
332	Storm Water
340	COP
341	CFD 2005-01

DEBT SERVICE FUND

411	Debt Service

FOUNDATION

511	AV Ranch Foundation

INTERNAL SERVICE FUND

611	Equipment Replacement

TRUST AND AGENCY FUND

711	Refundable Deposit
721	Community Trust
731	CFD 2005-01
741	Renewable Farms

ACCOUNT GROUPS

805	General Fixed Asset Group
807	General Long Term Debt Group
999	Pooled Cash

Departments

DEPARTMENT	DEPARTMENT	PROGRAM#
Elected Officials	11XX	
		1101
City Manager	15XX	
		1501
		1502
		1503
City Clerk	16XX	
		1601
City Attorney	21XX	
		2101
Finance	25XX	
		2501
Information Technology	31XX	
		3101
Non-Departmental	35XX	
		3501
Community Services & Recreation	41XX	
		4101
		4102
		4103
		4104
		4105
Community Development	44XX	
		4401
		4402
		4403
Public Works	45XX	
		4501
		4502

		4503
Public Safety	5XXX	
		5101
		5102
		5103
		5201
		5301
		5401

Special Revenue	61XX	
		6102
		6103
		6104
		6111
		6115
		6121
		6125
		6126
		6131
		6141
		6145
		6151
		6160
		6161
		6180
Debt Service	71XX	
		7101
Trust & Agency	75XX	
		7501
Capital Improvement	8XXX	
		8101
		8201
		8301
		8401
		8501
		8601
		8701
		8901
Transfers Out	95XX	
		9501

General Ledger

ASSETS

Current Assets — 11XX - 15XX

1101 Cash

1102 Petty Cash

1103 Flex One Cash Account

1104 Payroll Account

1105 Cash with Fiscal Agent

1106 Cash-City Facility

1107 LAIF

1108 Merchant Services

1201 Interest Receivable

1202 Taxes Receivable

1203 Accounts Receivable

1301 Prepaid Expenses

1302 Inventory

1401 Due from Other Funds

1402 Due from Other Governments

Fixed Assets — 16XX - 17XX

1601 Land

1602 Buildings

1603 Improvements Other than Buildings

1604 Vehicles & Equipment

1605 Furniture & Fixtures

1606 Construction in Progress

1607 Infrastructure

1608 Land - Streets

1699 Accumulated Depreciation

Other **18XX - 19XX**

1801 Amount to be Provide - Bonds Payble

1802 Amount to be provided for Compensated Absences

1804 Amount to be provided for Long Term Debt

LIABILITIES

Current Liabilities **21XX - 25XX**

2101 Accounts Payable

2102 Vouchers Payable

2103 Retentions Payable

2104 Interest Payable

2105 Deposits Payable

2201 Due to Other Funds

2202 Due to Other Governments

2301 Sales Tax Payable

2401 Deferred Revenue

2402 Unearned Revenue

2501 Accrued Payroll

2502 Federal Withholding Payable

2503 State Withholding Payable

2504 Medicare Payable

2505 Dental Insurance Payable

2506 Medical Insurance Payable

2507 Life Insurance Payable

2508 Vision Insurance Payable

2509 Deferred Compensation Payable

2510 PERS Payable

2511 SDI Payable

2512 Worker's Compensation Payable

2513 Flex Benefits

2514 FICA Withholding Payable

2599 Miscellaneous Payable

	Deposits	**26XX**
2601	Refundable Deposits	
2602	Planning Deposit	
2603	Engineering Deposit	
2604	Building Deposit	
2605	Grading Bond Deposit	
2606	C & D Deposit	
2607	Miscellaneous Deposits	
2608	Finance Deposit	
2609	Security Deposit	
2610	Miscellaneous Deposits Payable	
	Long Term Liabilities	**27XX**
2701	Bonds Payable	
2702	Compensated Absences Payable	
2704	Long Term Debt	
	Fixed Assets	**28XX**
2801	Investment in Fixed Assets - General Fund	
2802	Investment in Fixed Assets - Public Safety	
2803	Investment in Fixed Assets - CIP Fund	
2804	Investment in Fixed Assets - Equipment Improvement & Replacement	
2805	Investment in Fixed Assets - CIP	
2899	Depreciation Expense	
	FUND EQUITY	**29XX**
2911	Fund Balance	
2912	Fund Reserve	
2921	Budgetary Fund Balance	

2931 Revenue

2932 Revenue

2941 Estimated Revenue

2942 Estimated Revenue

2951 Expenditures

2961 Appropriations

2971 Encumbrances

2981 Reserve for Encumbrances

2985 Reserve for Contingencies

2991 Reserve for CIP

2995 Reserve for Debt Service

2996 Reserve for Capital

REVENUE ACCOUNTS

TAXES 31XXX

General Property Taxes

31010 Current, Secured

31020 Current, Unsecured

31030 Prior Year Taxes

31040 Supplemental Roll

31050 Miscellaneous Property Tax

31060 CSA 4

31070 Property Tax in Lieu

31075 Real Property Transfer Tax

31076 Homeowner Prop Tax Relief

31080 CFD 2005-01 Assessments

Sales & Use Tax

31210 General Sales Tax

31211 Sales Tax in Lieu

Franchise Taxes

31310 Franchise - Electric

31320 Franchise - Gas

31330 Franchise - Cable TV/Peg Fee

31340 Franchise - Waste Collection

31350 Franchise - Other

Other Taxes

31520 County Fire Tax Credit

31530 Public Utility Tax

31540 Transient Occupancy Tax

LICENSE & PERMIT FEES 32XXX

Construction Permits

32010 Building Permits

32020 Electrical Permits

32030 Plumbing Permits

32040 Mechanical Permits

32050 Grading Permits

32055 C & D Permit

32060 AUP

32061 TUP

32062 Exception Permit

32063 Zoning/HOA/Review

32070 Signage

32080 Re-Inspection/Special Inspection Permits

32085 Use Permit

32090 Issuance Fee

32091 Massage License Fees

32095 Water Quality

FINES & FORFEITURES 33XXX

Vehicle Code Fines

33010 Vehicle Code Fines

O

33150 Other Fines & Forfeitures

33160 Parking Citations

REVENUE - USE OF MONEY & PROPERTY 34XXX

Investment Earnings

34010 Investment Earnings

Rents & Concessions

34120 Rent - City Hall Lease

34130 Facility Rental

34150 Other Income

34160 Program Revenue

34161 Contract Classes

34162 City Camp Revenue

34169 Refunds

INTERGOVERNMENTAL REVENUES 35XXX

State Shared Taxes

35010 Motor Vehicle License Fee

35020 Miscellaneous VLF

35030 Off Highway Tax

35040 Intergovernmental Reimbursement

35050 Gas Tax - 2105

35060 Gas Tax - 2106

35070 Gas Tax - 2107

35080 Gas Tax - Admin Tax

35090 Gas Tax - 2103

35095 SB1-RMRA

State grants & Reimbursement

35220 State Mandated Reimbursement

35230 State Grants

35330 County Grants - Other (Inactive)

Federal Grants & Reimbursements

35430 Federal Grants

From Other Agencies

35602 AB 2928-Traffic Congestion Relief

35603 Prop. 1B

35604 Measure M

35605 Measure M Competitive

35606 Measure M - Senior Mobility Program

35615 CLEEP

35616 SLESF

35621 AB2766-Air Quality Mgmt District

35625 Beverage Container Recycling Fund

35622 MSRC Grant

35626 Used Oil Recycling Grant

35631 Other Grants

35632 State Habitat Conservation Fund

35633 U.S. Fish & Wildlife Service

CURRENT SERVICE CHARGES 36XXX

General Government Charges

36010 Sales of Publications
(Maps, Plans, Bid documents, Budgets etc)

36640 Business Registration Fees (Inactive)

Engineering Charges

36210 Subdivision & Parcel Map Fees

36220 Engineering Inspection Fees

36270 Engineering Fees

36280 Transportation Permit

36290 Encroachment Permits

36295 WQMP

Planning & Zoning Charges

36310 Planning Fees

36320 Environmental Fees/CEQA

36330 Development Agreement

36340 Site Plan Review

36345 Tentative Tract/Parcel Map

36350 General Plan

36355 Housing Administration

36360 Special Events Fees

36365 Sidewalk Vendor Permit

36370 Marijuana Cultivation Permit

36390 Public Notification Fee

Building Regulation Charges

36410 Building Plan Check Fees

36420 SMIP

36425 CASP Cert/Training

36430 Building Standard Fee (CBSC)

36440 Scanning

36450 Code Enforcement Citations

OTHER REVENUES 37XXX

Sales of Property

37010 Housing Fee

37020 Traffic Mitigation

37030 Community Enhancement

37040 Parks/Trails/Open Space

37050 Median Improvement

37060 Visual Art in Public Places

Miscellaneous Revenues

37505 Information Technology Fees

37510 Insurance Reimbursements

37530 Miscellaneous Revenue

37540 Administrative Revenue

37550 Donations

37560 Returned Check Charges

City Facility Revenue

37810 Food & Beverage

37820 Beverage

37830 F&B-Tourney

37831 Rental Fees

37832 Equipment Rental Fees

37835 Aquatic Fees

37836 Use Fees

37840 Pool Use Fees

37845 Aquatic Classes

37860 Merchandise Sales

37865 Miscellaneous Revenue

OTHER FINANCING SOURCES 38XXX

38010 Bond Proceeds

TRANSFERS IN 39XXX

39999 Interfund transfers

EXPENDITURE ACCOUNTS

PERS(41XX

4101 Regular Employees
Salaries paid to regular City employees.

4102 Part Time Wages

4103 City Council Compensation

4104 Overtime Pay
Additional wages paid to employees for overtime hours worked

PERSONNEL SERVICES - BENEFITS 42XX

4201 Retirement
PERS & Survivor benefit contributions for regular employees

4202 FICA/Medicare
City paid FICA & Medicare for all employees

4203 State Unemployment Insurance/Claims

4206 Medical Insurance

4207 Dental Insurance

4208 Vision Insurance

4209 Life Insurance

4221 Flex Benefits

4222 COBRA

4224 Deferred Compensation

4225 Vehicle Allowance/Cell Allowance

4226 Pension Plan

PROFESSIONAL & TECHNICAL SERVICES 43XX

4301 Professional Services
Contractual services for independent professional assistance (i.e. health, accounting, appraisal and consultant services). Economic development marketi

4302 Economic Development Marketing

4303 Legal Notices

4304 Legal Services

4305 Technology Services
Contractual services for network support, website support and any other technology services

4306 Website Services

4308 Law Enforcement

4309 Other Contractual Services
Contractual planning services, building services, and any other contracted services not covered under another object.

4310 Contractual Employment Services
Temporary employees obtained through a service

OPERATING EXPENDITURES 44XX

4401 Equipment Maintenance
Contracts and charges for equipment maintenance

4411 Utilities
Charges for utility services, such as electric, gas, water, sewer & waste disposa

4421 Equipment Rental

4431 Building & Ground Maintenance
Contracts and charges for building & ground maintenance

4451 Farm Operating Expenditures

4461 Other Equipment Maintenance
Contracts and charges for maintenance of equipment, other than vehicles and office equipment

4462 Equip Maint-800 Mhz Maint/Back

4471 Rent

4481 Computer Expenses
Charges for computer & computer accessories

OTHER SERVICES 45XX

4501 Advertising & Promotions

4502 Awards & Recognition

4511 Communication
Charges for cell phones, smart phones or other communication services

4512 Postage
Charges for postage & messenger services

4513 Printing
Charges for printing, microfilming, photographic and reproduction services

4514 Travel

4516 Fuel

4517 Vehicle Maintenance

4520 Meetings/Conferences/Training & Development

4521 Membership & Dues

4522 Insurance Expenses

4523 Miscellaneous Charges
Any minor charges not covered under any of the above object codes

4524 Recreation - Senior Programs

4525 Election
Any charges to the county and others in connection with a municipal election

4526 Recreation Activities
Charges associated with recreation events i.e. Founders Day, SnowFest

4527 Recreation Activities-City Special Events

4528 Recreation Activities-Partner Events
Special Events fees

4529 Recreation Activities-Youth Programs

4530 Community Grants
Enhance community relations

4531 Community Outreach
Newsletter, New Business Info

4532 Special Projects

4533 Community Assistance Grants
Competitive programs and those supported with line items

4534 Community Events

4535 Special Events

4536 Summer Camp Scholarships

4540 Cost of Issuance

4541 Principal Payment

4542 Interest & Fiscal Charges

4543 Special Tax

4551 O.C Revenue Neutrality Payment

4552 Transition Year Costs

4553 Community Branding

4561 Taxes/Fees

4562 Permits

4570 City Camp Expenses

4581 Housing Programs

SUPPLIES 46XX

4601 Supplies

4611 Publications/Reference Material

4612 Operating Supplies

4613 Tactical Gear

4620 Minor Equipment

CONTRACT SERVICES 47XX

4701 NPDES

4702 AB939-Solid Waste

4721 C.S-Crossing Guards

4722 C.S-Animal Care Services

4731 C.S-General Plan

4732 C.S-Planning

4733 C.S.-Zoning Code

4734 C.S.-Codification

4735 Litigation

4736 C.S.-Master Plans

4741 C.S-City Engineering

4742 C.S-Traffic Engineering

4751 C.S-Building

4761 C.S-Code Enforcement

4771 C.S-Street Maintenance

4772 C.S-Street Sweeping

4781 C.S-Other

CAPITAL EXPENDITURES 48XX

4802 Office Equipment

4803 Public Safety Equipment

TRANSFERS OUT 49XX

4999 Transfers Out

CIP PROJECT EXPENDITURES 5XXX

5101 Planning & Design

5202 Community Enhancement

5203 County Road Fees

5501 Design

5601 Construction Management

5701 Construction

5702 Contra-Expense Account

5901 Project Contingency

5910 Improvements

5911 Rehabilitation

5912 Water District Improvements

5920 Acquisition

TRUST ACCOUNT EXPENDITURES 6XXX

6101 FRC Program Costs

6102 After School Fun Zone

6103 Collaborative Events/Programs

6104 Community Education & Programs

6201 Building - Furniture & Equipment

6202 Park - Furniture & Equipment

FACILITIES EXPENDITURES 7XXX

7101 P/R Salaries

7102 P/R Wages

7103 Contract Labor

7201 P/R Benefits

7301 Cost of Food & Beverage

7302 Misc. P/R Reimbursement

7303 Miscellaneous Expense

7304 Music Expense

7305 Equipment Rental Expense

7306 Package Expense

7321 ANHS Pool Rental

7322 Contract Instructor Payments

7401 Equipment Maintenance

7402 Computer Expense

7411 Utilities

7421 Building & Ground Maintenance

7425 Pool Maintenance

7431 Supplies

7432 Minor Equipment

7433 Operating Supplies

7435 Merchandise

7440 Meetings/Conferences/Training & Development

7441 Marketing

7445 Fees & Permits

7448 Insurance Expenses

7451 Management Fees

7452 Accounting Fees

7501 Capital Maintenance

RESOLUTION NO. 2026-____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, APPROVING THE FISCAL YEAR 2026-27 SALARY SCHEDULE

WHEREAS, on June 6, 2018, the City Council approved an updated Classification and Compensation Plan which included adjusting salary ranges on July 1st of each year based on the Annual Consumer Price Index, Urban Wage Earners and Clerical Workers, Los Angeles-Long Beach-Anaheim ("CPI"); and

WHEREAS, the change in the Annual CPI was 3.2% in 2025; and

WHEREAS, on June 3, 2026, Council considered a 3.2% cost-of-living adjustment effective July 1, 2026, as presented in the Proposed Annual Fiscal Year 2026-27 Budget; and

WHEREAS, it is common and necessary to review the City's job classifications from time to time to ensure job functions, qualifications, education, experience, and salary ranges reflect the operational and organizational needs of the City, and

WHEREAS, the City Council is authorizing the addition of a new classification, Principal Civil Engineer, and the establishment of a corresponding salary range, and

WHEREAS, the retitling of the classification Senior Planner 1 to Principal Planner is needed to better align with industry standards and norms, and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALISO VIEJO AS FOLLOWS:

Section 1. Effective July 1, 2026, salary ranges and base salaries for all full-time and part-time classifications shall be increased by a cost-of-living adjustment of 3.2% as contained in Exhibit A, Salary Schedule.

Section 2: Effective July 1, 2026, the positions of Principal Planner and Principal Civil Engineer shall be established and included in Exhibit A, Salary Schedule.

PASSED, APPROVED AND ADOPTED this 3rd day of June 2026.

_____
Max Duncan
Mayor

APPROVED AS TO FORM:

_____
Scott C. Smith, City Attorney

ATTEST:

_____
Maria Kendig, City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF ALISO VIEJO)

I, Maria Kendig, City Clerk of the City of Aliso Viejo, California, DO HEREBY CERTIFY that the foregoing is the original of Resolution No. 2026-__ duly passed and adopted by the City Council of the City of Aliso Viejo at their regular meeting held on the 3rd day of June, 2026, by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

_____
Maria Kendig
CITY CLERK

(SEAL)

City of Aliso Viejo
Proposed Salary Schedule
Effective July 1, 2026

Full-Time Classifications	Annual Range Minimum	Annual Control Point	Annual Range Maximum
Accountant	$80,768	$92,551	$111,060
Accountant/Payroll	$76,923	$88,143	$105,772
Accounting Technician	$57,793	$66,223	$79,469
Accounting Supervisor	$111,055	$127,254	$152,700
Administrative Secretary	$62,279	$77,299	$92,758
Assistant Planner	$75,911	$86,983	$104,380
Associate Engineer	$103,820	$118,964	$142,757
Associate Planner	$89,070	$102,061	$122,474
City Clerk	$135,909	$155,728	$186,874
City Manager (Contract, effective 5/18/26)			$340,000
Director of Administrative Services	$177,515	$208,603	$250,324
Director of Community Development	$177,515	$208,603	$250,324
Director of Financial Services/City Treasurer	$177,515	$208,603	$250,324
Director of Government Services	$177,515	$208,603	$250,324
Director of Public Works	$177,515	$208,603	$250,324
Director of Recreation and Community Services	$177,515	$208,603	$250,324
Executive Assistant	$76,812	$88,017	$105,620
Facilities Supervisor	$91,119	$104,407	$125,289
Financial Analyst	$80,768	$92,551	$111,060
Financial Services Manager	$129,219	$148,068	$177,682
Human Resources Analyst	$91,119	$104,408	$125,289
Human Resources Manager	$123,685	$146,889	$170,093
IT Analyst	$80,769	$92,551	$111,060
IT Manager	$132,635	$156,952	$188,342
Junior Accountant	$69,929	$80,131	$96,157
Management Analyst	$83,353	$95,512	$114,614
Office Assistant	$47,505	$54,435	$65,322
Office Specialist	$52,256	$63,905	$76,685
Permit Technician	$69,158	$79,463	$95,355
Planning Technician	$63,992	$73,327	$87,992
Principal Civil Engineer	$132,284	$151,344	$170,404
Principal Planner	$103,645	$130,233	$156,279
Recreation Coordinator	$73,725	$84,479	$101,376
Recreation and Community Services Manager	$123,043	$140,992	$169,190
Recreation and Community Services Supervisor	$84,784	$97,151	$116,581
Recreation Specialist	$51,711	$59,255	$71,105
Secretary to the City Manager	$76,812	$93,529	$112,234
Senior Accountant	$92,884	$106,433	$127,720
Senior Planner	$103,645	$118,763	$142,515
Streets Supervisor	$91,119	$104,407	$125,289
Systems Administrator	$96,841	$113,339	$136,006

City of Aliso Viejo
Proposed Salary Schedule
Effective July 1, 2026

Elected Officials	Compensation
Council Members (Municipal Code)	$520
Mayor (Municipal Code)	$520

Part-Time Classifications	Minimum	Point	Maximum
Crime Prevention Specialist	$34.50	$39.53	$47.44
Planning Aide	$18.10	$20.74	$24.88
Recreation Leader	$17.82	$19.78	$23.75
Senior Recreation Leader	$20.48	$22.75	$27.31

Full-Time classifications in the City's Salary Schedule can be filled on a part-time basis at the hourly equivalent of the annual salary listed.

Principal Civil Engineer

Department/Division:	Public Works
Reports To:	Director of Public Works
Provides Direction To:	Public Works Staff
Exemption Status:	Exempt
Date Prepared:	May 2026
Salary Range:	$132,284 – 170,404

GENERAL PURPOSE

Under general direction, performs advanced professional engineering work, and prepares staff reports and research in matters related to the public and City staff; manages routine and more complex engineering and public works projects; prepares budget recommendations; and performs related duties as assigned.

CLASS CHARACTERISTICS

The Principal Civil Engineer is an experienced level position with responsibilities encompassing the entire spectrum of the City's engineering and public works function. The Principal Civil Engineer is distinguished from the Associate Engineer by a broader scope of responsibility, greater decision making authority, and advanced professional experience. The position requires an extensive professional background in coordinating work with those of other City departments, public agencies and the public. Professional level support is provided to the Director of Public Works.

ESSENTIAL FUNCTIONS

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.

- Investigate issues affecting property owners, contractors and maintenance operations; responds to citizen inquiries and complaints; provide information to the public regarding grading, encroachment permits, right-of-way and property lines, utilities, improvement plan check and payment processes.

- Issue transportation permits and encroachment permits in consultation with the Director of Public Works.

- Review plans submitted by consultant engineers and private contractors; check plans for conformance with regulations; and review engineering calculations.

- Provide technical and professional engineering support services relative to assigned area of responsibility; perform special assignments on engineering problems as necessary.

- Assist in the selection and supervision of consultant engineers.

- Monitor the upgrade, repair, and replacement of public infrastructure.

- Assist in the preparation and administration of department budget and Capital Improvement Program.

- Oversee the GIS and Pavement Management programs.

- Review and approve water quality management plans prepared by consulting engineers.

- Manage NPDES inspections at commercial and industrial facilities; ensure conformance to City specifications and compliance to NPDES requirements.

- Maintain inventories necessary to complete NPDES reports.

- Provide technical and professional engineering support services related to storm water programs.

- Research and make recommendations on technical decisions regarding appropriate application of best management practices and low impact development standards.

- Participate in the administration of the City's waste hauler franchise agreement.

- Recommend engineering conditions and mitigation measures for major construction or development projects.

- Coordinate with other departments during review of development plans and entitlements including grading permits, landscape permits, parcel and tract maps, bonds and deeds required for projects.

- Determine the scope of engineering projects; prepare requests for proposals and contracts for consulting services; develop plans, specifications and other contract documents for a variety of engineering projects; make technical engineering decisions and establish technical criteria and standards.

- Prepare City Council agenda items on public works matters and attend meetings as required. May be required to present reports.

- Coordinate the review of funding applications and analysis of engineering fees.

- Prepare complex special engineering studies and reports.

- Provide technical and professional engineering support services related to traffic engineering and traffic signal maintenance operations.

- Find, coordinate, review, and submit grant applications and manage implementation documentation.

- Respond to and resolve difficult and sensitive citizen inquiries and complaints.

- Establish, maintain and foster positive and harmonious working relationships with City staff and all those contacted in the course of work.

- Perform related duties as assigned.

QUALIFICATIONS GUIDELINES

Knowledge of:

Civil engineering principles, techniques, policies and procedures. Water quality and solid waste program principles and policies. Principles, practices, procedures and standards related to City public works and engineering infrastructure development and maintenance. Principles of capital improvement cost estimation, project management and contract administration. Applicable laws and regulatory codes relevant to assigned area of responsibility. Principles of training and providing functional direction. Computer applications including GIS programs. Methods, materials and techniques used in the construction of public works projects. Principles of advanced mathematics and their application to engineering work. General principles of risk management related to the functions of the assigned area. Practices of researching engineering and design issues, evaluating alternatives, making recommendations and preparing and presenting staff reports. Techniques for dealing effectively with the public, vendors, contractors and City staff, in person and over the telephone. Safe work practices. General design, layout and construction practices for public improvements. Subdivision engineering and plan review practices. Project management principles and techniques. Capital Improvement Program budgeting practices. Engineering plan types, review practices, and permit filing and approval procedures.

Ability to:

Conduct complex civil engineering research projects, evaluate alternatives, make sound recommendations and prepare technical staff reports. Prepare, understand, and interpret engineering construction plans, specifications, and other contract documents. Conduct comprehensive engineering studies and prepare reports. Develop and administer contracts for professional services and construction. Issue permits in accordance with established procedures. Interpret, apply and explain complex laws, codes and regulations. Make engineering design computations. Check, design and prepare engineering plans and studies. Represent the department and the

City in meetings. Direct and review the work of support staff on a variety of projects. Instruct staff and consultants in work procedures. Prepare clear and concise reports, policies, procedures and other written materials. Use tact, initiative, prudence and independent judgment within general procedural and legal guidelines. Make effective public presentations. Maintain accurate records and files. Establish and maintain effective working relationships. Operate modern office equipment including computer equipment and software programs. Operate a motor vehicle safely. Track the status of projects. Independently interpret and apply City engineering policies and procedures. Independently analyze engineering plans and specifications. Independently manage complex public and private development projects.

Education/Training/Experience:

Any combination of experience and training that provides the knowledge, skills, and abilities necessary for acceptable job performance. Example combinations include:

A Bachelor's degree, or higher, from an accredited college or university with major course work in civil engineering or related field; possession of an advanced degree is desirable; five or more years of experience in professional engineering and public works; or any combination of education, experience, and training that would likely provide the required knowledge and abilities.

Licenses; Certificates; Special Requirements:

Possession of a valid California driver's license and a safe driving record at appointment is required.

Must possess license as a Registered Professional Civil Engineer in the State of California.

PHYSICAL AND MENTAL DEMANDS

Physical Demands:

The sensory demands of the job typically require speaking, hearing, touching, and seeing. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Employee will be required to travel to project locations in the field to inspect construction sites and potential projects or maintenance sites to interact with the public or to observe engineering/public works related concerns. Employee is frequently required to communicate with others, use a telephone and work on a personal computer. Close vision for reading and working on a visual display terminal screen and the ability to focus on small objects is required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard, typewriter or calculator and to operate standard office equipment. Position in this classification occasionally bend, stoop, kneel, reach, push and pull drawers open and close to retrieve and file information.

Positions in this classification occasionally lift and carry reports and records that typically weigh less than 25 pounds.

Mental Demands:

While performing the duties of this class, employees are regularly required to use written and oral communication skills; read and interpret data; use math and mathematical reasoning; analyze and solve problems; learn and apply new information; perform highly detailed work on multiple, concurrent tasks; meet intensive and changing deadlines; and interact with City officials, City staff, customers and the public.

Principal Planner

Department/Division:	Community Development
Reports To:	Director of Community Development
Provides Direction To:	Planning Staff
Exemption Status:	Exempt
Date Prepared:	May 2026
Salary Range:	$103,645 - $156,279

GENERAL PURPOSE

Under general direction, performs advanced professional planning work, and prepares staff reports and research in matters related to the public and City staff; manages routine and more complex planning projects; prepares budget recommendations; and performs related duties as assigned.

CLASS CHARACTERISTICS

The Principal Planner is the advanced level classification by the performance of the most complex planning tasks requiring a high degree of knowledge related to all areas of current and advanced planning and responsibility for assigned areas such as zoning administration, general plan administration, special projects, and housing programs. The Principal Planner performs supervisory activities such as monitoring project progress and providing technical assistance and training to other Planning staff. Assignments are broad in scope and require the use of considerable independent judgment in making technical decisions and guiding work to completion. Employees at this level are required to be fully trained in all operating procedures and policies related to assigned areas of responsibility, work independently and exercise judgment and initiative.

ESSENTIAL FUNCTIONS

The duties listed below are intended only as illustrations of the various types of work that may be performed. The omission of specific statements of duties does not exclude them from the position if the work is similar, related or a logical assignment to this class.

- Reports to the Community Development Director on a variety of projects and is responsible for both current and advanced planning activities, including processing of complex development projects.
- Research, analyze and interpret social, economic, population and land use data and trends; prepare written reports on the General Plan and other planning matters.

- Analyze environmental impacts for projects, prepare initial studies and other relevant environmental documents; interpret and apply environmental quality laws and regulations to ensure that development, City projects and Code amendments are in compliance.
- Prepare General Plan and Zoning amendments, along with any corresponding studies.
- Perform extensive research regarding implementation of policies established by the general plan, zoning ordinance, or other land use and development ordinances.
- Participate in the development and implementation of Department goals, objectives, policies and procedures.
- Provide staff support to a variety of boards and commissions; attend and participate in professional groups and committees.
- Prepare staff reports and graphic displays and make presentations to the Planning Commission or other committees, boards, City Council and/or community groups.
- Prepare grant applications for new funding sources and administer various grants.
- Draft requests for proposals, interview and select consultants, administer consultant contracts related to planning projects; coordinate activities with other departments or divisions; monitor, review, evaluate, and revise project schedules; and prepare project progress reports
- Performs a variety of public contact and technical work related to the Community Development Block Grant Program and Affordable Housing Program.
- Provides guidance and support to lower-level Planning staff.
- Establish, maintain and foster positive and harmonious working relationships with City staff and all those contacted in the course of work.
- Performs other related duties as assigned.

QUALIFICATIONS GUIDELINES

Knowledge of:

- Objectives, principles, procedures, standards, practices, and information sources of municipal urban planning; implementation of zoning and other municipal ordinances; goal setting, work plan development, implementation, evaluation, and project management.
- Basic principles and practices of budget development and administration.
- Applicable Federal, State, and local laws, codes, and regulations concerning the operation of the assigned function.
- Modern principles and practices, technical and legal issues of urban and regional planning, zoning, urban economics, demographics, and environmental planning and program management.
- Geographic, socio-economic, transportation, political, environmental, and other elements related to city planning.
- Operational characteristics, services, and activities of a comprehensive environmental planning program.
- Principles of basic mathematics and geometry and their application to planning work.

- Methods and techniques of effective technical report preparation and presentation.
- Modern office methods, practices, procedures, and equipment, including computer hardware and software necessary for graphic presentation, mapping, and database management.
- Techniques for effectively representing the City in contacts with governmental agencies, community groups, various business, professional, educational and regulatory organizations, and with property owners, developers, contractors, and the public.
- Techniques for providing a high level of customer service by effectively dealing with the public, vendors, contractors and City staff.

Ability to:

- Understand and apply complex federal, State and local planning laws, regulations, policies, procedures and standards.
- Interpret maps, site and building plans, specifications, graphs and statistical data.
- Research, analyze and summarize complex planning data, including clear visual displays such as maps, graphs and illustrations.
- Prepare clear and concise technical documents, reports, correspondence and other written materials.
- Establish and maintain effective working relationships with internal and external stakeholders.
- Provide direction to lower-level Planning staff.
- Recommend and implement goals, objectives, and practices for providing effective and efficient services.
- Administer complex, technical, and sensitive planning, development, and related programs in an independent and cooperative manner.
- Evaluate and develop improvements in operations, procedures, policies, or methods.
- Research, analyze, and evaluate new service delivery methods, procedures, and techniques.
- Effectively represent the department and the City in meetings with governmental agencies, community groups, and various business, professional, and regulatory organizations and individuals.
- Coordinate assigned activities with other City departments and agencies as required.
- Direct the work of contract consultants.
- Prepare and present clear, concise, and logical written and oral reports, correspondence, policies, procedures, and other written materials.
- Establish and maintain a variety of filing, record-keeping, and tracking systems.
- Organize and prioritize a variety of projects and multiple tasks in an effective and timely manner; organize own work, set priorities, and meet critical time deadlines.
- Use tact, initiative, prudence, and independent judgment within general policy, procedural, and legal guidelines.

Education/Training/Experience:

Equivalent to graduation from an accredited four-year college or university with major coursework in urban planning, community development, business or public administration, or a related field and eight (8) years of professional experience in planning, zoning and related community development activities, including two (2) years of supervisory experience.

Licenses; Certificates; Special Requirements:

Possession of a valid California driver's license and a safe driving record at appointment is required.

PHYSICAL AND MENTAL DEMANDS

Physical Demands:

The sensory demands of the job typically require speaking, hearing, touching, and seeing. This is primarily a sedentary office classification although standing in work areas and walking between work areas may be required. Employee will be required to travel to project locations in the field to inspect construction sites and potential projects or maintenance sites to interact with the public or to observe planning related concerns. Employee is frequently required to communicate with others, use a telephone and work on a personal computer. Close vision for reading and working on a visual display terminal screen and the ability to focus on small objects is required. Finger dexterity is needed to access, enter, and retrieve data using a computer keyboard, typewriter or calculator and to operate standard office equipment. Position in this classification occasionally bend, stoop, kneel, reach, push and pull drawers open and close to retrieve and file information. Positions in this classification occasionally lift and carry reports and records that typically weigh less than 25 pounds.

Mental Demands:

While performing the duties of this class, employees are regularly required to use written and oral communication skills; read and interpret data; use math and mathematical reasoning; analyze and solve problems; learn and apply new information; perform highly detailed work on multiple, concurrent tasks; meet intensive and changing deadlines; and interact with City officials, City staff, customers and the public.

RESOLUTION NO. 2026-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO, CALIFORNIA, SETTING THE APPROPRIATIONS LIMIT FOR FISCAL YEAR 2026-27

WHEREAS, Article X111B of the Constitution of the State of California (enacted with the passage of Proposition 4 in 1979 and modified with the passage of Proposition 111 in 1990), provides that the total annual appropriations limit of such entity for the prior year be adjusted for changes in the non-residential assessed valuation or the percentage change in the California Per Capita Income and population except as otherwise specifically provided for in said Article; and

WHEREAS, Section 7910 of the Government Code provides that each year the governing body of each local jurisdiction shall, by resolution, establish its appropriations limit for the following fiscal year pursuant to Article X111B at a regularly scheduled meeting or a noticed special meeting. Prior to such meeting, documentation used in the determination of the appropriation limit shall be available to the public; and

WHEREAS, Proposition 111 as approved by the voters of the State of California, revised the method for calculating the Gann Spending Limit. It also requires a recorded vote of the City Council regarding which of the annual adjustment factors have been selected each year; and

WHEREAS, the County of Orange, Local Agency Formation Commission (LAFCO), established the appropriations limit for the newly incorporated City; and

WHEREAS, the City Council of the City of Aliso Viejo wishes to establish the appropriation limit for Fiscal Year 2026-27 for the City of Aliso Viejo.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ALISO VIEJO AS FOLLOWS:

Section 1. That it is hereby found and determined that the documentation used in the determination of the appropriations limit for the City of Aliso Viejo for Fiscal Year 2026-27 was available to the public in City offices of said City at least fifteen days prior to this date.

Section 2. That pursuant to the provisions of Section 56812(b) of the California Government Code, a measure concerning the establishment of the permanent appropriations limit for the City of Aliso Viejo was submitted and approved at the General Municipal election held in the City of Aliso Viejo on November 2, 2004.

Section 3. That the factors recommended are the percentage change in the Countywide population of -0.37% and the percentage change in the California per capita personal income from the preceding year of 4.95%.

Section 4. That the Appropriations Limit for the City of Aliso Viejo is established in accordance with the California Government Code and is $65,082,674.

Section 5. That the Mayor of the City of Aliso Viejo shall sign and the City Clerk shall certify to the passage and adoption of this Resolution.

PASSED, APPROVED AND ADOPTED this 3rd day of June 2026.

_____
Max Duncan
Mayor

APPROVED AS TO FORM:

_____
Scott C. Smith
City Attorney

ATTEST:

_____
Maria Kendig
City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF ALISO VIEJO)

I, Maria Kendig, City Clerk of the City of Aliso Viejo, California, DO HEREBY CERTIFY that the foregoing is the original of Resolution No. 2026-__ duly passed and adopted by the City Council of the City of Aliso Viejo at their regular meeting held on the 3rd day of June 2026, by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

_____
MARIA KENDIG
CITY CLERK

(SEAL)

NOTICE

ARTICLE XIIIB APPROPRIATION LIMIT

Notice is hereby given that the City Council of the City of Aliso Viejo will consider the adoption of Article XIIIB Appropriation Limit (also referred to as the "Gann Limit") at the regular City Council meeting on June 3, 2026.

The documentation used to compute the limit is available for public inspection on the City's website at avcity.org and during regular business hours at City Hall located at 12 Journey, Aliso Viejo, CA 92656. Questions should be directed to Ann Eifert, Director of Financial Services/City Treasurer at (949) 425-2520.

Dated and Posted: May 19, 2026

Maria Kendig
City Clerk
City of Aliso Viejo

CITY OF ALISO VIEJO

APPROPRIATIONS LIMIT WORK SHEET

CITYWIDE POPULATION CALCULATION
2026-27

California Per Capita Income % Change over Prior Year	4.95%	
Population Change % Change over Prior Year (City)	-0.94%	
Per Capita converted to a Ratio	1.049500	
Population converted to a Ratio	0.990600	
Calculation of Growth Factor	1.039635	
2025-26 Appropriations Limit	$ 62,243,329	
2026-27 Appropriations Limit	$ 64,710,325	(NOT RECOMMENDED)

CITY OF ALISO VIEJO

APPROPRIATIONS LIMIT WORK SHEET

COUNTYWIDE POPULATION CALCULATION
2026-27

California Per Capita Income % Change over Prior Year	4.95%	
Population Change % Change over Prior Year (County)	-0.37%	
Per Capita converted to a Ratio	1.049500	
Population converted to a Ratio	0.996300	
Calculation of Growth Factor	1.045617	
2025-26 Appropriations Limit	$ 62,243,329	
2026-27 Appropriations Limit	$ 65,082,674	(RECOMMENDED)

CITY OF ALISO VIEJO

APPROPRIATIONS LIMIT WORK SHEET

NON-RESIDENTIAL NEW CONSTRUCTION CALCULATION

2026-27

Non-Residential New Construction % Change over Prior Year	0.46%	
Population Change % Change over Prior Year (County)	-0.37%	
Non-Residential new construction converted to a Ratio	1.004600	
Population converted to a Ratio	0.996300	
Calculation of Growth Factor	1.000883	
2025-26 Appropriations Limit	$ 62,243,329	
2026-27 Appropriations Limit	$ 62,298,289	(NOT RECOMMENDED)

CITY OF ALISO VIEJO

ANNUAL APPROPRIATIONS LIMIT

2026-27

Fiscal Year		Appropriations Limit	Percentage Change
2001-2002	Base Year	9,700,000	Base Yr.
2002-2003	Adjusted Base	9,774,092	0.76%
2003-2004	Adjusted Base	10,341,870	5.81%
2004-2005	Adjusted Base	10,910,727	5.50%
2004-2005	Actual	10,493,809	-3.82%
2005-2006	Adjusted Base	12,795,601	21.93%
2006-2007	Adjusted Base	13,334,344	4.21%
2007-2008	Adjusted Base	13,954,603	4.65%
2008-2009	Adjusted Base	14,985,870	7.39%
2009-2010	Actual	18,492,058	23.40%
2010-2011	Actual	18,215,199	-1.50%
2011-2012	Actual	18,870,328	3.60%
2012-2013	Actual	27,710,088	46.84%
2013-2014	Actual	29,396,830	6.09%
2014-2015	Actual	32,633,003	11.01%
2015-2016	Actual	34,245,483	4.94%
2016-2017	Actual	36,441,702	6.41%
2017-2018	Actual	38,047,127	4.41%
2018-2019	Actual	42,360,293	11.34%
2019-2020	Actual	44,118,739	4.15%
2020-2021	Actual	45,974,884	4.21%
2021-2022	Actual	48,200,927	4.84%
2022-2023	Actual	53,660,602	11.33%
2023-2024	Actual	56,164,572	4.67%
2024-2025	Actual	58,378,143	3.94%
2025-2026	Actual	62,243,329	6.62%
2026-2027	Actual	65,082,674	4.56%

DEPARTMENT OF FINANCE
OFFICE OF THE DIRECTOR

Gavin Newsom ▪ Governor
1021 O Street, Suite 3110 ▪ Sacramento CA 95814 ▪ www.dof.ca.gov

May 1, 2026

Dear Fiscal Officer:

Price Factor and Population Information

Appropriations Limit
California Revenue and Taxation Code section 2227 requires the Department of Finance to transmit an estimate of the percentage change in population to local governments. Each local jurisdiction must use their percentage change in population factor for January 1, 2026, in conjunction with a change in the cost of living, or price factor, to calculate their appropriations limit for fiscal year 2026–27. Attachment A provides the change in California's per capita personal income and an example for utilizing the factors to calculate the 2026–27 appropriations limit. Attachment B provides the city and unincorporated county population percentage change. Attachment C provides the population percentage change for counties and their summed incorporated areas. The population percentage change data excludes federal and state institutionalized populations and military populations.

Population Percent Change for Special Districts
Some special districts must establish an annual appropriations limit. California Revenue and Taxation Code section 2228 provides additional information regarding the appropriations limit. Article XIII B, section 9(C) of the California Constitution exempts certain special districts from the appropriations limit calculation mandate. Special districts required by law to calculate their appropriations limit must present the calculation as part of their annual audit. Any questions special districts have on this requirement should be directed to their county, district legal counsel, or the law itself. No state agency reviews the local appropriations limits.

Population Certification
The population certification program applies only to cities and counties. California Revenue and Taxation Code section 11005.6 mandates Finance to automatically certify any population estimate that exceeds the current certified population with the State Controller's Office. **Finance will certify the higher estimate to the State Controller by June 1, 2026**. Please note: The prior year's city population estimates may be revised. The per capita personal income change is based on historical data.

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

/s Erika Li
Attachment

A. **Price Factor**: Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2026–27 appropriation limit is:

Per Capita Personal Income

Fiscal Year (FY)	Percentage change over prior year
2026-27	4.95

B. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2026–27 appropriation limit.

2026–27:

Per Capita Cost of Living Change = 4.95 percent
Population Change = -0.14 percent

Per Capita Cost of Living converted to a ratio: $\frac{4.95 + 100}{100} = 1.0495$

Population converted to a ratio: $\frac{-0.14 + 100}{100} = 0.9986$

Calculation of factor for FY 2026–27: 1.0495 x 0.9986 = 1.0480

California Department of Finance
Demographic Research Unit

Population Data for Price and Population Letter
Population and Excluded Population for January 1, 2025 and January 1, 2026

Released: May 1, 2026

Table of Contents (links to internal worksheets)

Example Page with Price Factor
Population Data by Jurisdiction
Population Data by County

For more information about the population estimates:
https://dof.ca.gov/forecasting/demographics/estimates-e1/

Data Prepared by:

Demographic Research Unit
California Department of Finance
email: ficalpop@dof.ca.gov
phone: (916) 323-4086

About the Data

May 2026
Attachment A

A. Price Factor. Article XIII B specifies that local jurisdictions select their cost of living factor to compute their appropriation limit by a vote of their governing body. The cost of living factor provided here is per capita personal income. If the percentage change in per capita personal income is selected, the percentage change to be used in setting the fiscal year 2026-27 appropriation limit is:

Per Capita Personal Income

Fiscal Year	Percentage Change (FY) over prior year
2026-27	4.95

B. Appropriation Limit Calculation Example. Following is an example using sample population change and the change in California per capita personal income as growth factors in computing a 2026-27 appropriation limit.

2026-27:

Per Capita Cost of Living Change = 4.95 percent
Population Change = -0.14 percent

Per Capita Cost of Living converted to a ratio: (4.95 + 100) ÷ 100 = 1.0495

Population converted to a ratio: (-0.14 + 100) ÷ 100 = 0.9986

Calculation of factor for FY 2026-27: 1.0495 x 0.9986 = 1.0480

About the Data

FISCAL YEAR 2026-27
Attachment B
Annual Percent Change in Population Minus Exclusions*
January 1, 2025 to January 1, 2026, and Total Population January 1, 2026

City	County	Percent Change 25-26	Population Minus Exclusions 1-1-25	Population Minus Exclusions 1-1-26	Total Population 1-1-26
Aliso Viejo	Orange	-0.94	50,419	49,945	49,945
County Total	Orange	-0.37	3,175,332	3,163,509	3,163,696

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

HdL Coren & Cone

THE CITY OF ALISO VIEJO
NONRESIDENTIAL NEW CONSTRUCTION

2024/25 TO 2025/26 TAX YEARS - IN PARCEL NUMBER ORDER

FOR USE IN CALCULATING 2026/27 GANN LIMIT

Parcel	Use Category	Owner	Prior Year Improvements	Current Year Improvements	Percent Change
623-142-05	Industrial	Accuride International Inc	11,599,704	12,312,273	+ 6.1%
629-171-05	Commercial	Ds Properties 18 Lp	595,922	636,724	+ 6.8%
629-321-05	Commercial	Aliso Investment No 2 Llc	757,501	800,651	+ 5.7%
632-121-18	Industrial	Journey One Llc	1,551,129	1,825,541	+ 17.7%
632-121-24	Commercial	Valcomp Llc	1,804,513	2,132,687	+ 18.2%
634-301-03	Commercial	Smart Mob 1 Llc	2,302,800	2,357,526	+ 2.4%
639-051-04	Commercial	Church St Mary And All Angels Christian	4,321,797	4,487,661	+ 3.8%
939-877-45	Commercial	Ton-That Chau Trust Daniel'S Trust	214,139	224,949	+ 5.0%
939-877-46	Commercial	Ip Tze Kin Trust Z And B Ip Revocable Tr	241,313	248,526	+ 3.0%
939-877-47	Commercial	Nguyen Huy T	296,736	311,717	+ 5.0%
939-877-55	Commercial	Botzbach Richard L Ii	301,816	350,000	+ 16.0%
11 Parcels Listed			**23,987,370**	**25,688,255**	**+ 7.1%**

This calculation reflects the 2025/26 increase in taxable values for this city due to non-residential new construction as a percentage of the total taxable value **Increase** (as of the 2025/26 lien year roll date). This percentage may be used as an alternative to the change in California per-capita personal income for calculating a taxing agency's annual adjustment of its Appropriation Limit pursuant to Article XIIIB of the State Constitution as Amended by Proposition 111 in June, 1990.

Total Change in Non-Residential Valuation Due to New Development	1,700,885
Less Automatic 2.000% Assessors's Inflation Adjustment	-479,747
Actual Change in Non-Residential Valuation	1,221,138
Change in Total Assessed Value	267,785,559
= Alternate 2026/27 Appropriations Limit Factor	**0.46%**

Includes taxable primary parcels with known nonresidential use codes, no prior lien year transfers, and improvement value increases greater than 2.0%
Change in Total Assessed Value is the assessed value change of the locally assessed secured and unsecured tax rolls.

Data Source: Orange County Assessor 2025/26 Secured Tax Rolls

Prepared On 3/11/2026 By M

This report is not to be used in support of debt issuance or continuing disclosure statements without the written consent of HdL, Coren & Cone

ALISO VIEJO

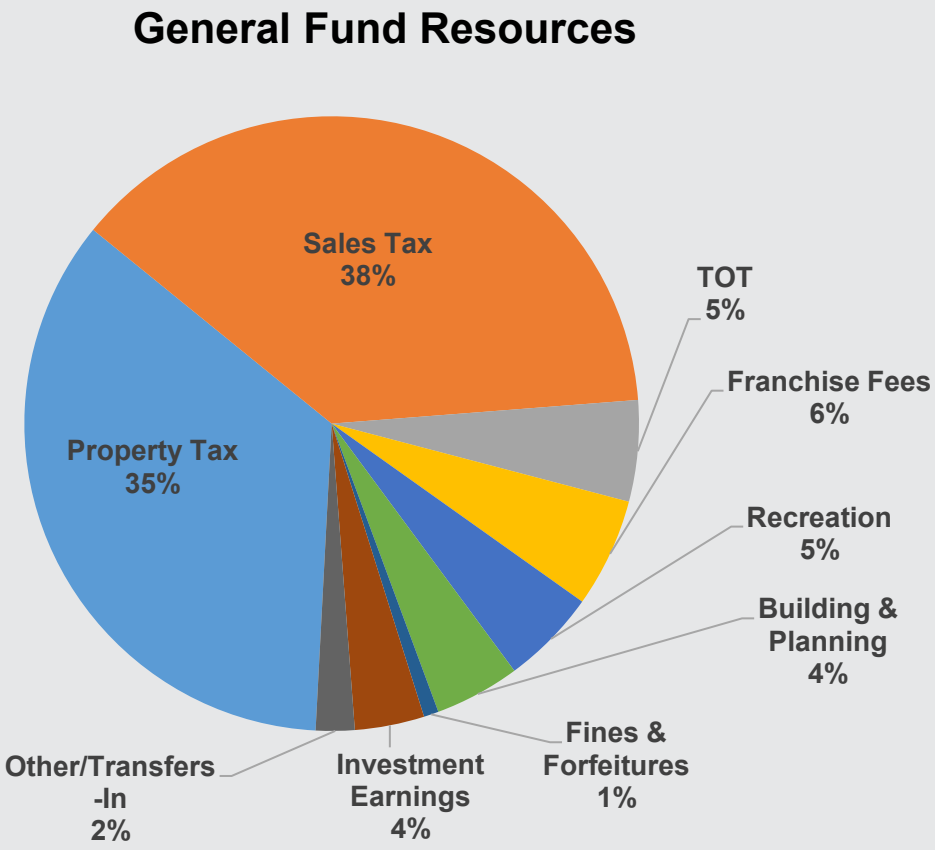
Fiscal Year 2026-27 Proposed Annual Budget

City Council

June 3, 2026

FY 2026-27 General Fund Estimated Revenues

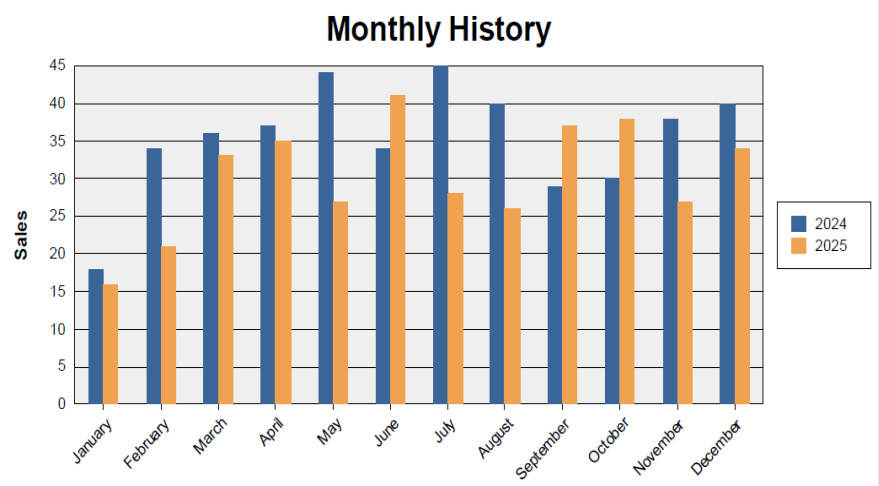
General Fund Resources	FY 2024-25 Actuals	FY 2025-26 Amended Budget	FY 2026-27 Proposed Budget	YOY Change
Property Tax	$ 10,287,203	$ 10,319,100	$ 10,534,000	2.1%
Sales Tax	11,154,921	11,220,000	11,400,000	1.6%
TOT	1,699,738	1,600,000	1,600,000	0.0%
Franchise Fees	1,738,860	1,636,000	1,727,000	5.6%
Recreation	1,525,242	1,560,000	1,514,000	-2.9%
Building & Planning	1,353,812	1,335,000	1,350,000	1.1%
Fines & Forfeitures	293,289	255,000	235,000	-7.8%
Investment Earnings	2,138,091	1,100,000	1,100,000	0.0%
Other/Transfers-In	1,870,143	845,000	612,225	-27.5%
Total Resources	**$ 32,061,299**	**$ 29,870,100**	**$ 30,072,225**	0.7%

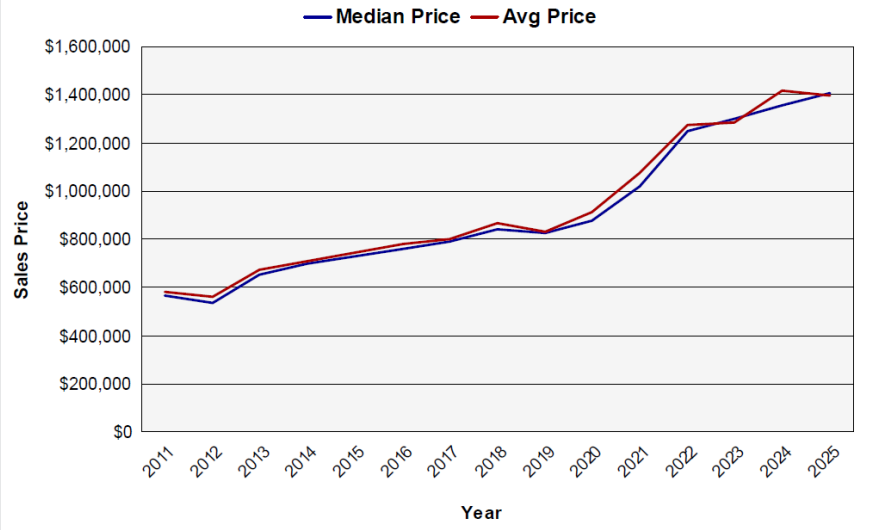


FY 2026-27 General Fund Estimated Revenues

- Property Tax - $10.5M
  - Affordability
  - Higher interest rates
  - Low Inventory
  - Decrease in sales activity
  - Valuation appeals
  - CPI Capped – 2%
  - Delinquency rates est. 2%

AV Detached Single Family Residential

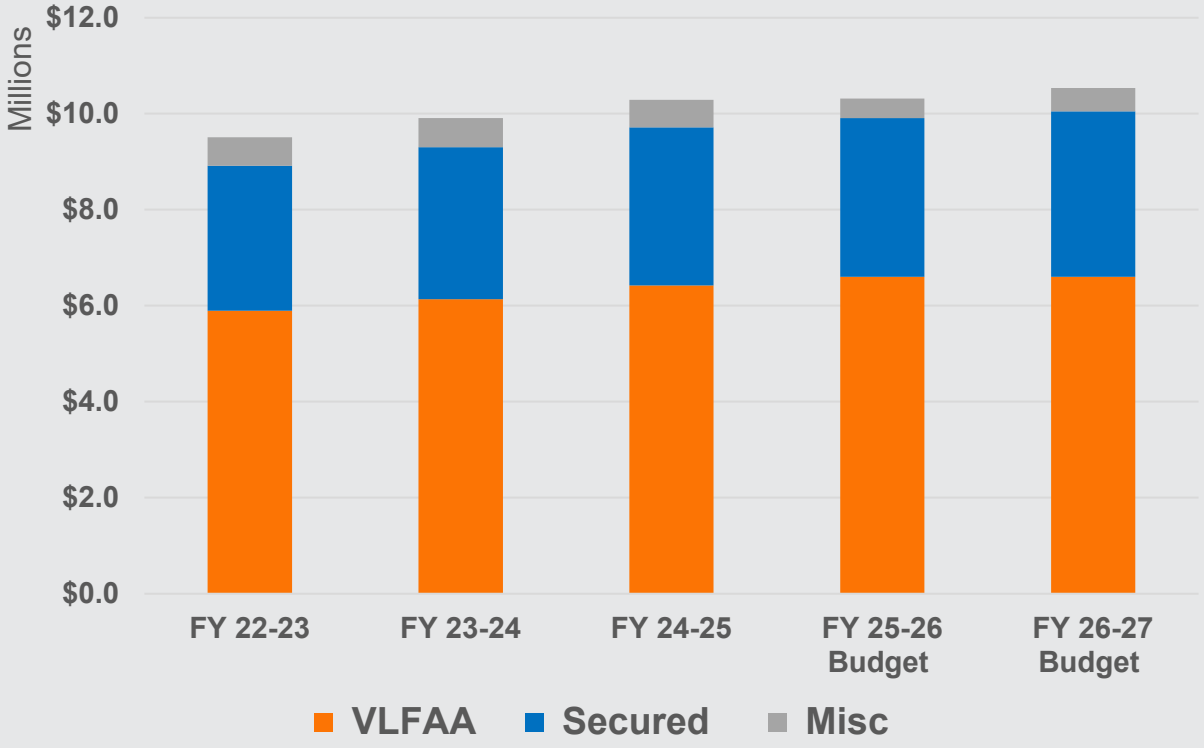




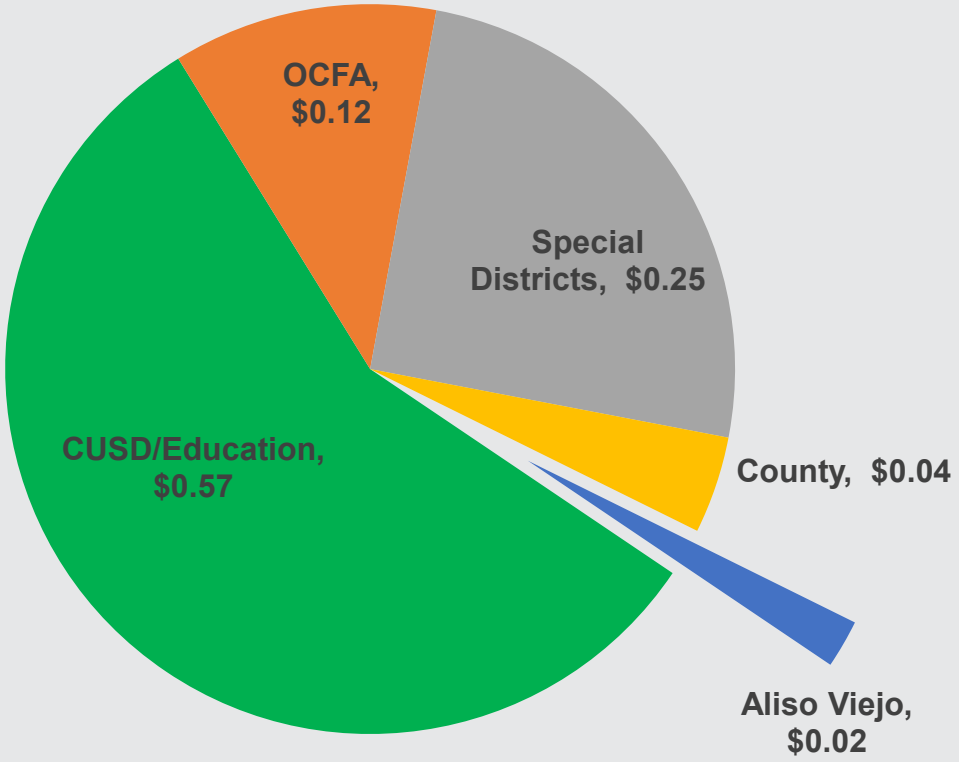
Source: HDL Coren & Cone

FY 2026-27 General Fund Estimated Revenues

Property Tax

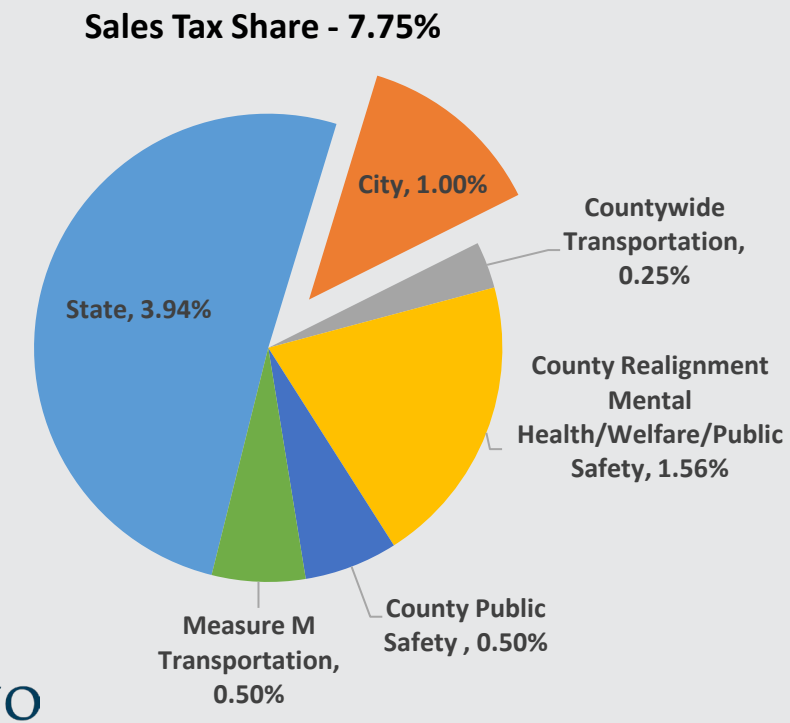


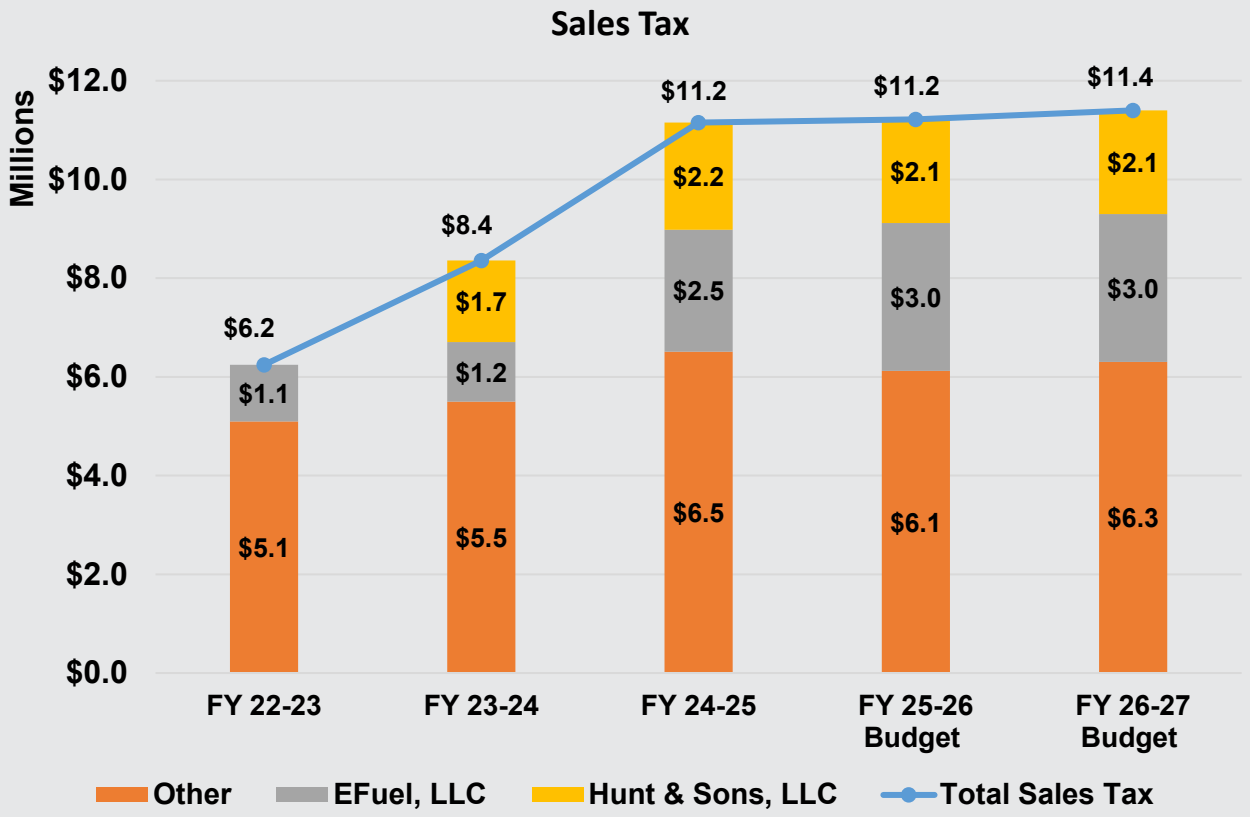
Property Tax Dollar Breakdown



FY 2026-27 General Fund Estimated Revenues

- Sales Tax - $11.4M
  - Gas Prices
  - Inflation
  - Sales Tax Subsidy Agreements





FY 2026-27 General Fund Estimated Revenues

Revenue by Business Group

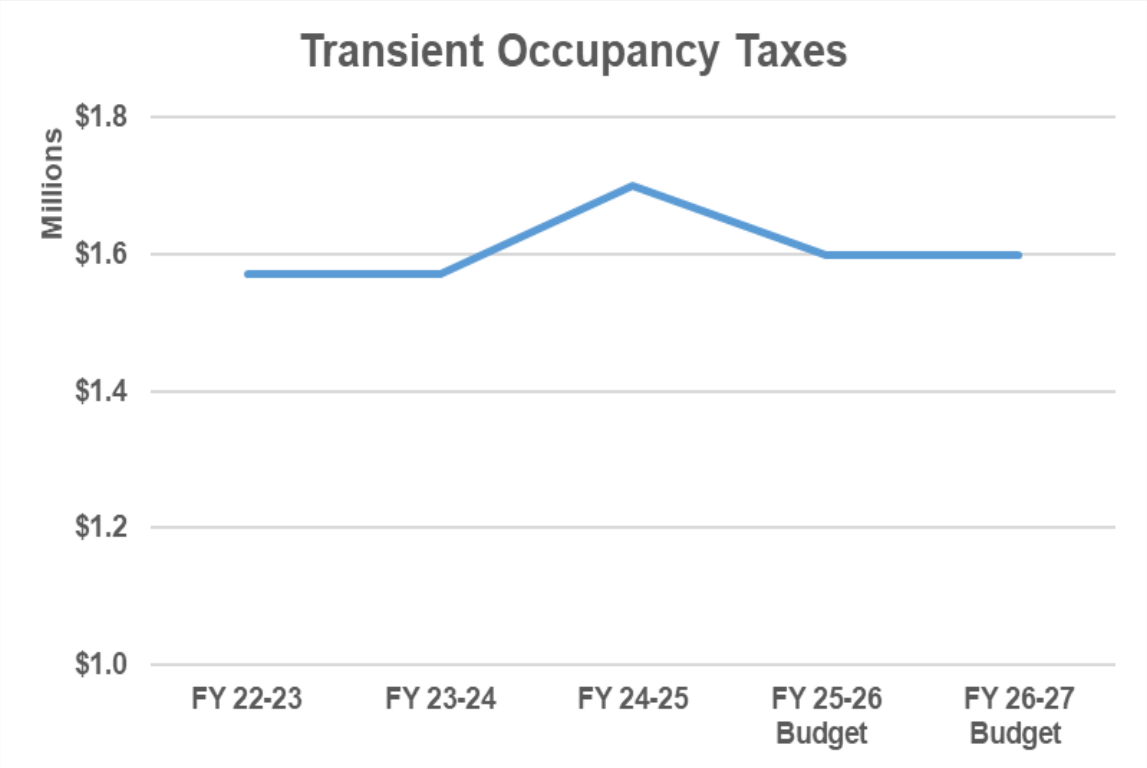
TOP 25 PRODUCERS

76
Barnes & Noble
Big Brand Tire & Service
Chevron
Chick Fil A
Circle K/Mobil
CVS Pharmacy
Design Hub
Efuel
Glaukos Corporation
Hunt & Sons
Metagenics
Microvention
Pepsico Beverage Sales
Petsmart
Raising Cane's
Ralphs
Shell
Sinclair
Stater Bros
Target
Tesla Collision Aliso Viejo
TJ Maxx
Trader Joe's
Urban Plates

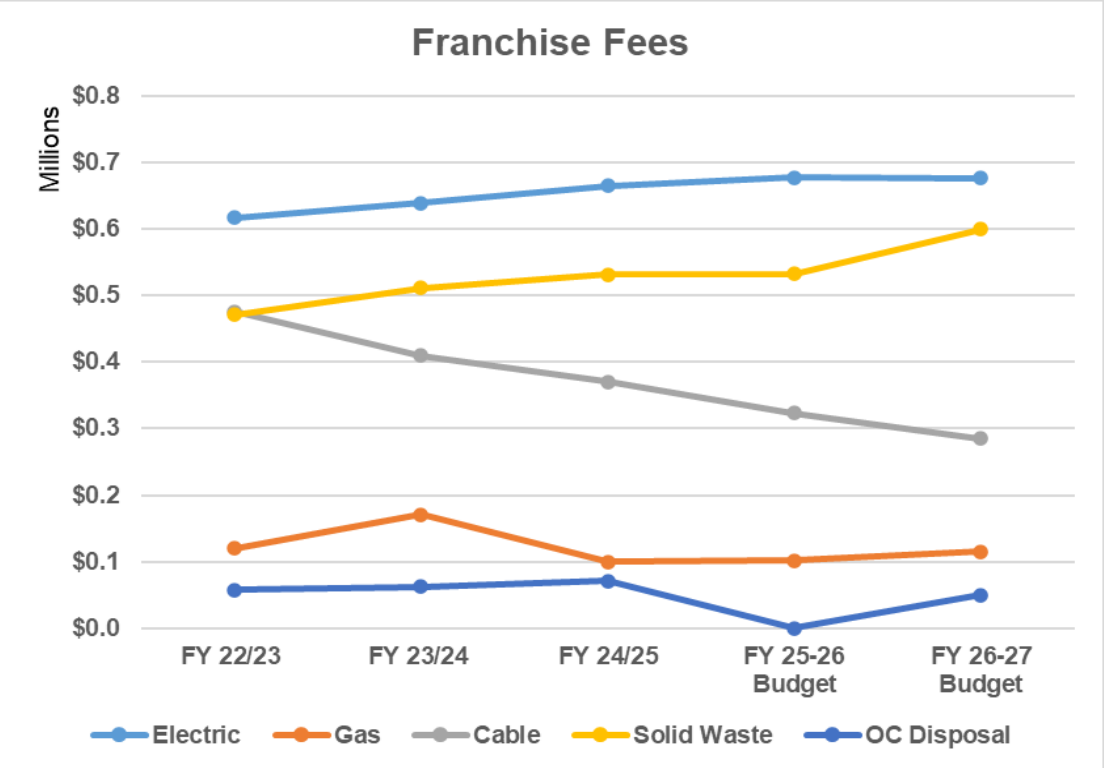
HdL Companies
Published by HdL Companies in Spring 2026

FY 2026-27 General Fund Estimated Revenues

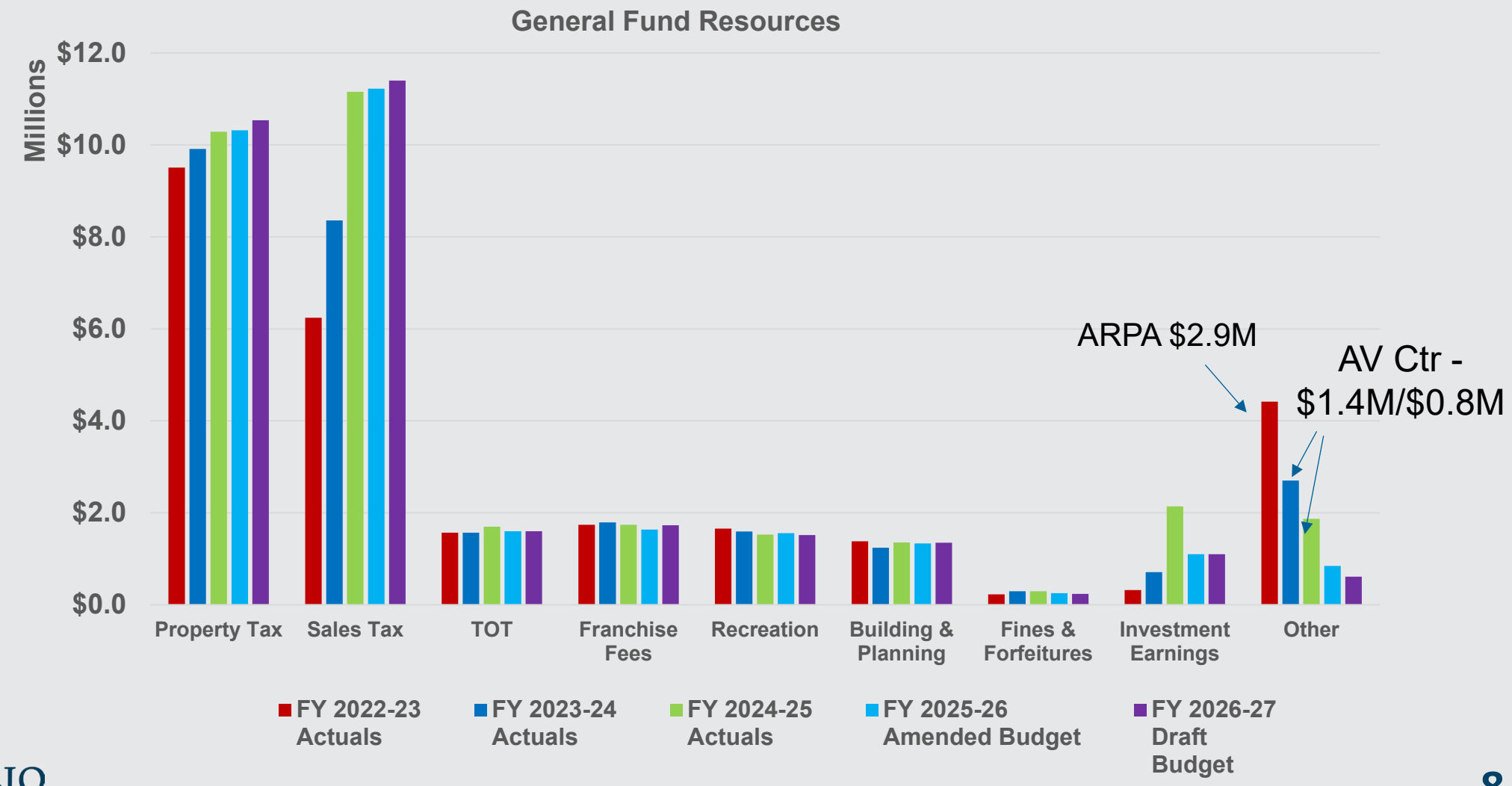
Transient Occupancy Tax - $1.6M



Franchise Fees - $1.7M



FY 2026-27 General Fund Estimated Revenues

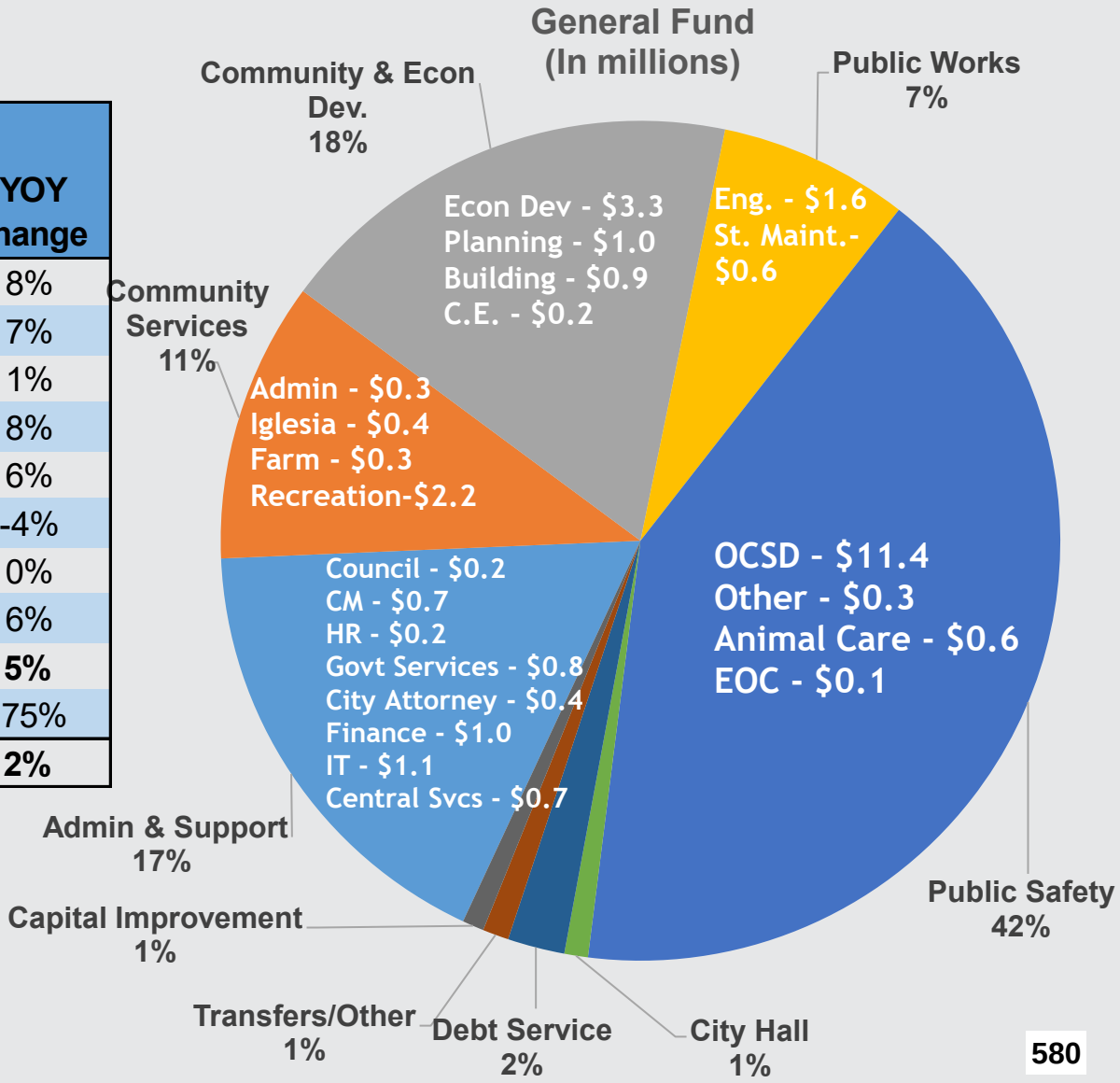


FY 2026-27 General Fund Appropriations

- Salaries & Benefits
  - COLA – CPI-W 3.2% (Full-time & Part-time employees)
  - CalPERS Unfunded Pension Liability – $185,379
  - Cafeteria Allowance
- Contractual Increases - CPI-U – 3.2%
- Insurance Premiums – 22% increase to $494K
- Election - $57K
- Master Fee Study - $85K
- General Plan – Evacuation Assessment 35K
- Economic Development - $50K

FY 2026-27 General Fund Appropriations

General Fund Expenditures	FY 24-25 Actuals	FY 25-26 Budget	FY 26-27 Proposed Budget	YOY Change
Admin & Support	$ 4,235,385	$ 4,819,209	$ 5,195,887	8%
Community Services	2,744,808	3,021,207	3,226,059	7%
Community & Econ Dev.	4,785,189	5,373,898	5,403,575	1%
Public Works	1,668,271	2,022,627	2,184,835	8%
Public Safety	10,462,135	11,669,417	12,372,230	6%
City Hall	195,732	283,305	271,315	-4%
Debt Service	655,369	657,450	656,450	0%
Transfers/Other	529,411	284,450	300,750	6%
Total Operating	**$ 25,276,300**	**$ 28,131,563**	**$ 29,611,101**	**5%**
Capital Improvement	224,521	1,001,000	247,500	-75%
Total	**$ 25,500,821**	**$ 29,132,563**	**$ 29,858,601**	**2%**

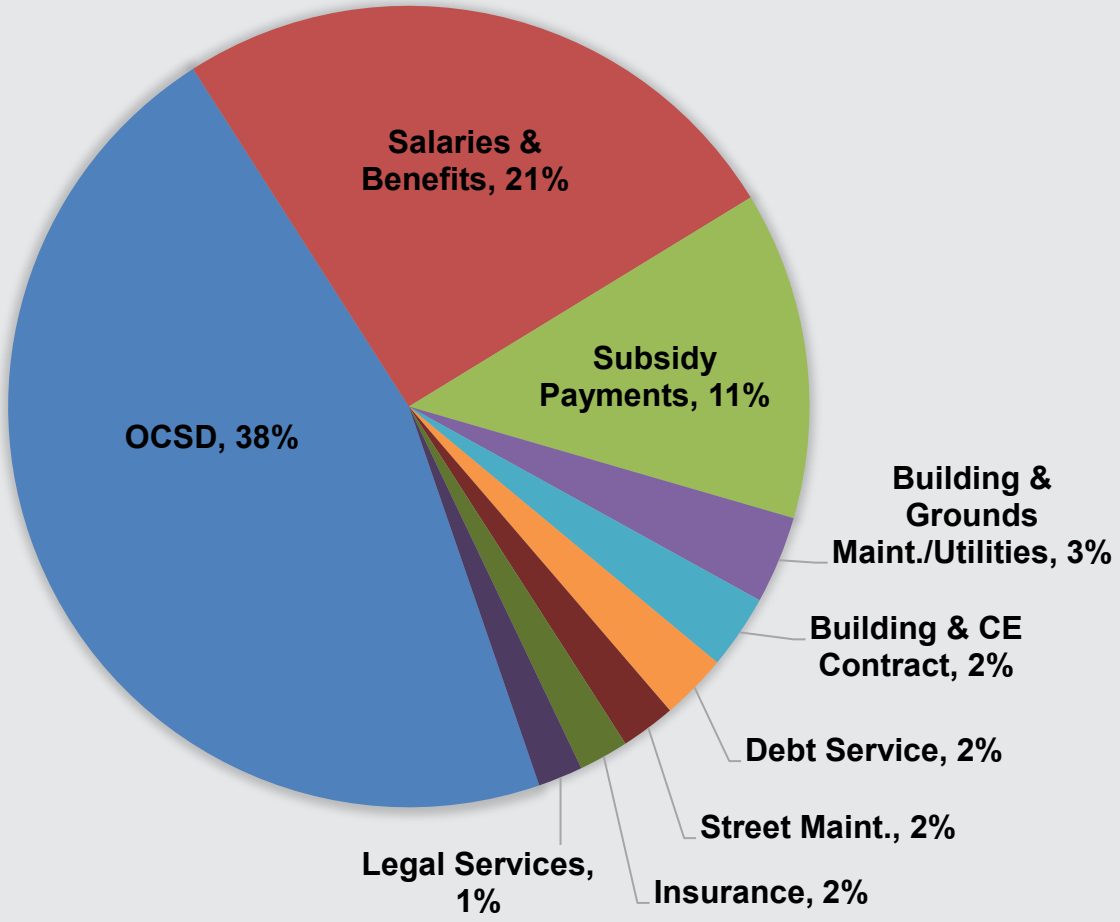


ALISO VIEJO

FY 2026-27 General Fund Appropriations

	General Fund Expenditure		FY 2026-27 Proposed Budget	% of Total
1	OCSD	$	11,355,260	38%
2	Salaries & Benefits		6,267,418	21%
3	Subsidy Payments		3,250,000	11%
4	Building & Grounds Maint./Utilities		869,124	3%
5	Building & CE Contract		735,000	2%
6	Debt Service		656,450	2%
7	Animal Control		584,195	2%
8	Street Maint.		541,200	2%
9	Insurance		493,760	2%
10	Legal Services		443,000	1%
	Top 10 City Expenditures	**$**	**25,195,407**	**84%**
	Total Budget	**$**	**29,858,601**	**100%**

TOP 10 CITY EXPENDITURES



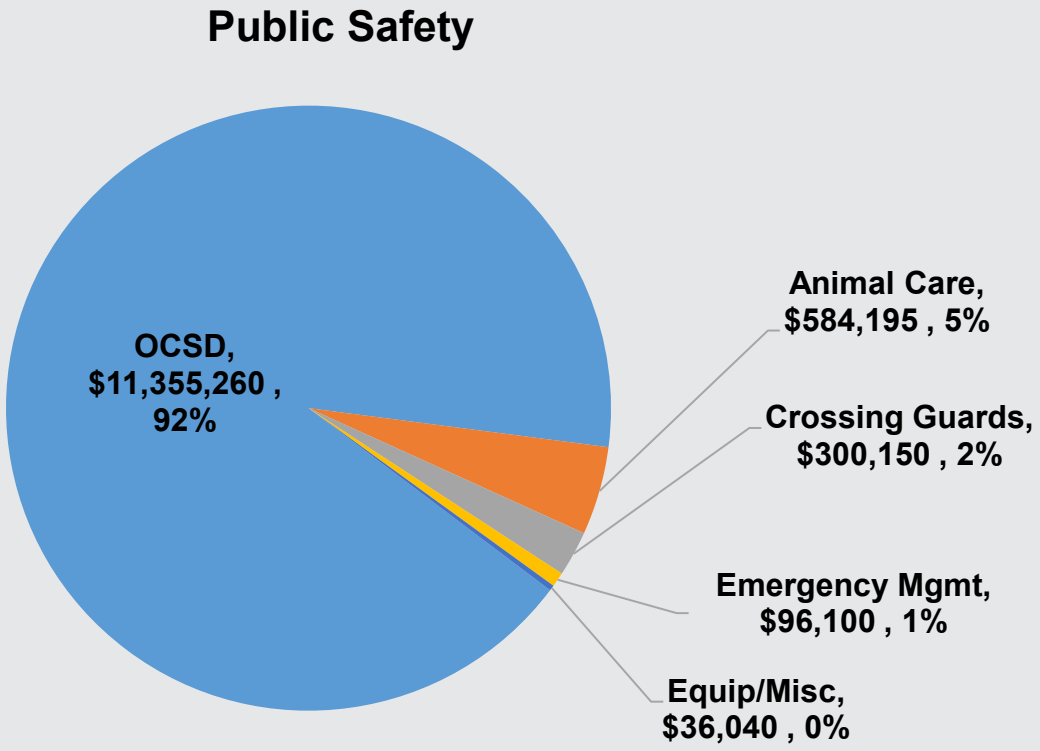
Departmental Budgets

Public Safety

Top Expenditures

- Law Enforcement – OCSD Contract
- Animal Care Services (MV)
- Crossing Guards
- Emergency Management
- Equip/Misc.

Expenditure By Category - $12.4M



Public Safety – OCSD Contract

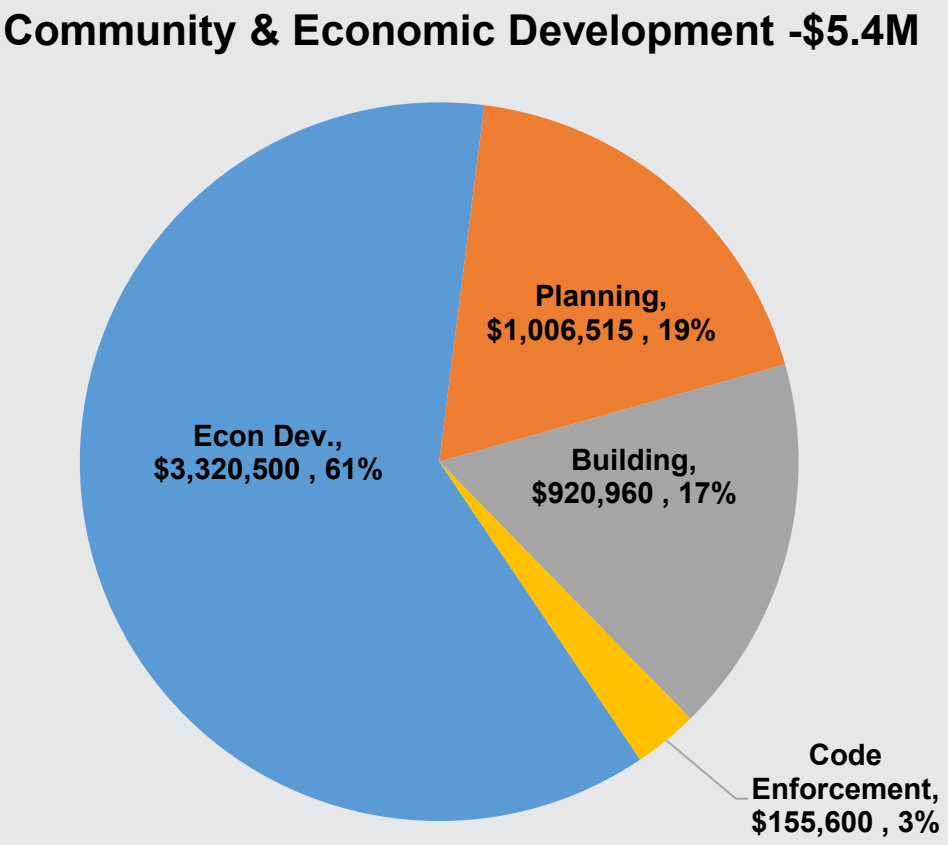
- Contract $11,550,802
  - General Fund - $11,355,260
  - Special Revenue - $195,542
- Current costs do not include new labor agreement negotiations (expires. June 2026)

Current Vacant Positions	FY 2026-27 Costs
CSO/ Parking Control	$ 180,398
Motor Officer	353,921
Emergency Ops Coord.	205,918
CSO Vehicle	70,900
Total Potential Reduction in Costs	$ 811,137

- Direct Positions
  - 1 Captain
  - 1 Administrative Sergeant
  - 1.33 Patrol Sergeant (Shared with LW)
  - 1.5 Investigators (Shared with LW)
  - 15 DS II Patrol
  - 0.65 School Resource Ofc/Motor (Shared with LN)
  - 2 DS II Motor Officer*
  - 2 Comm Svcs Officer
- 15.9 Regional/Shared Staff

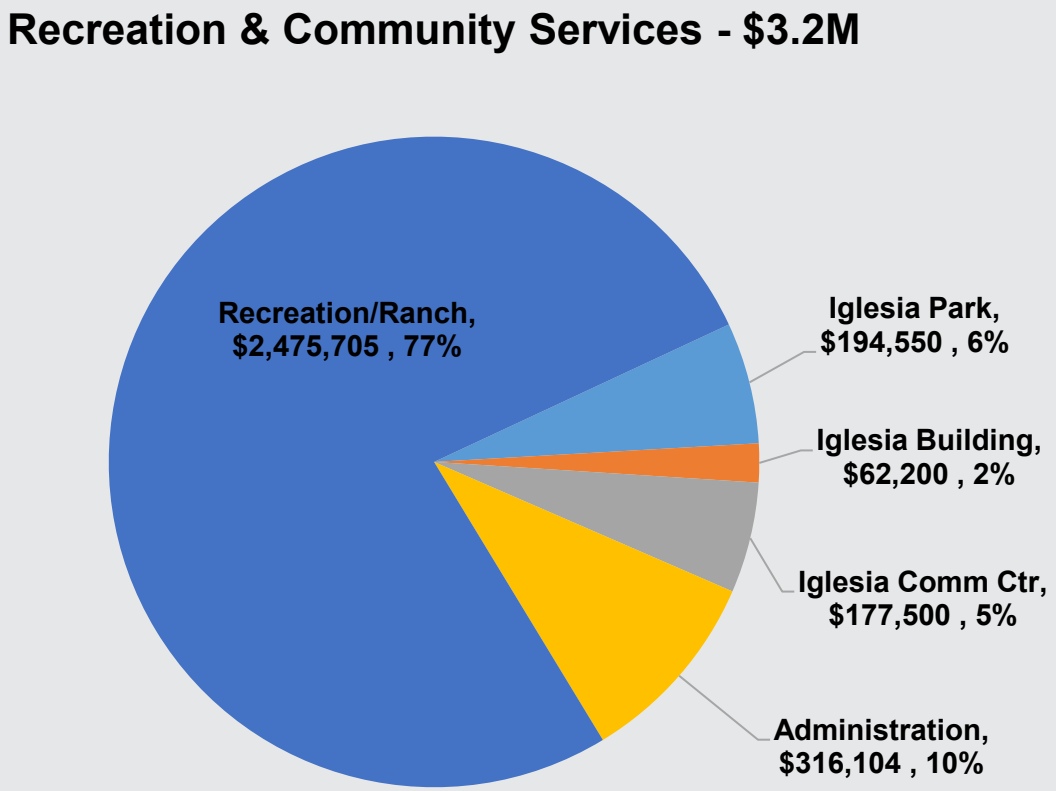
Community & Economic Development

- Planning
- Building and Safety
- Code Enforcement
- Economic Development
  - Tax Sharing Agreements - $3.25M
- CDBG Administration
- 5 Full-Time Staff
- 4 Contract Staff – (CAA)
  - 1 Building Official
  - 1 Building Inspector
  - 1 Sr. Building Inspector
  - 1 PT Code Enforcement Officer



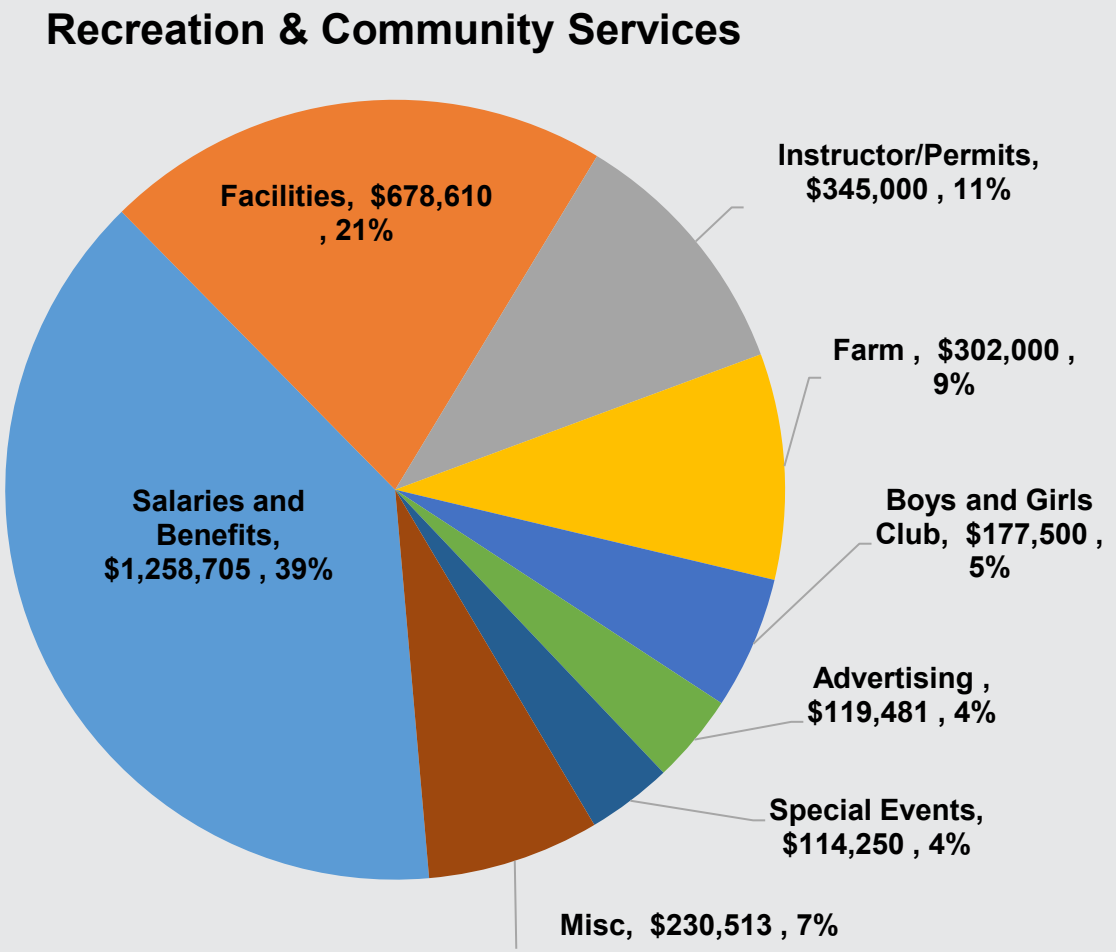
Recreation & Community Services

- Recreation/Ranch
  - Summer Camps
  - Free Educational Lectures
  - Recreational Classes
  - Gold Coast Farms
  - Facility Rentals
- City Special Events
- Iglesia Park/Community Center
- 7 Full-Time
- Part-Time Wages & Benefits - $236K



Recreation & Community Services

- Boys and Girls Club - $178K
- Facilities - $678K
  - Building/Grounds Maintenance
  - Utilities
  - Computer/Technology
- Instructor/Facility Payments - $381K
- Farm - $302K
- Special Events - $109K
- Advertising/Promotions - $119K



Aliso Viejo Ranch

Revenue	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2026-27 Proposed Budget
Facility Revenue	$ 445,859	$ 500,000	$ 470,000
Other Income	80,971	100,000	89,000
Contract Classes	531,450	550,000	540,000
City Camps	128,385	110,000	115,000
Farm	329,077	300,000	300,000
Total Revenue	**$ 1,515,742**	**$ 1,560,000**	**$ 1,514,000**

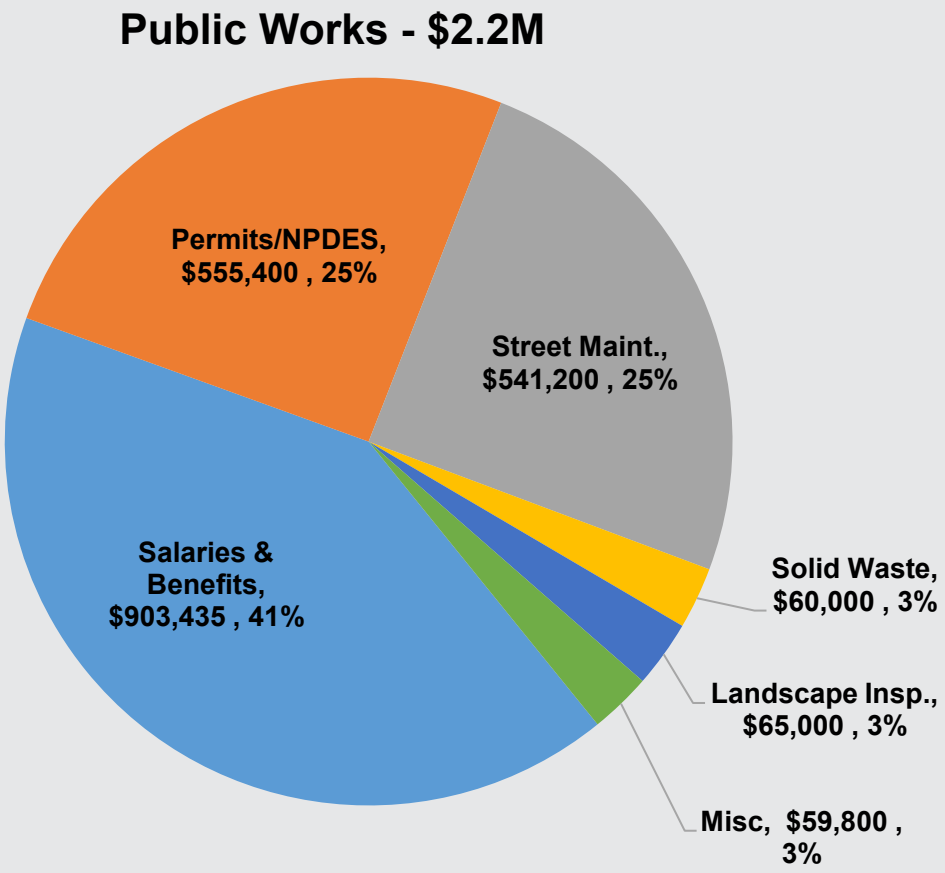
Expenditure	FY 2024-25 Actual	FY 2025-26 Amended Budget	FY 2026-27 Proposed Budget
Salaries & Benefits (75%)	$ 744,083	$ 838,256	$ 944,029
Technology Services	111,171	118,700	121,750
Instructor Payments	338,557	345,000	345,000
Building & Grounds	246,441	310,110	309,050
Advertising & Promotion	92,999	100,025	119,481
City Camp	43,997	48,000	56,000
Supplies	25,308	44,000	44,000
Taxes/Fees/Permits	45,236	37,200	37,200
Summer Scholarship	3,168	6,000	6,000
Training/Memberships	6,686	16,375	24,390
Farm	303,387	297,500	302,000
Subtotal	**1,961,033**	**2,161,166**	**2,308,900**
Debt Service	657,450	657,450	656,450
Capital Improvement	11,510	75,000	-
Total	**$ 2,629,993**	**$ 2,893,616**	**$ 2,965,350**

Public Works

- Engineering Services
- Street Maintenance
- Environmental Compliance
- Facility Maintenance
  - City Hall
  - Iglesia Comm Ctr
  - AV Center
  - Vista Park
  - AV Ranch
  - Iglesia Park
  - Aquatic Center
  - 3 Affordable Housing Units
- Capital Improvement Plan
- 4 Full-Time Staff

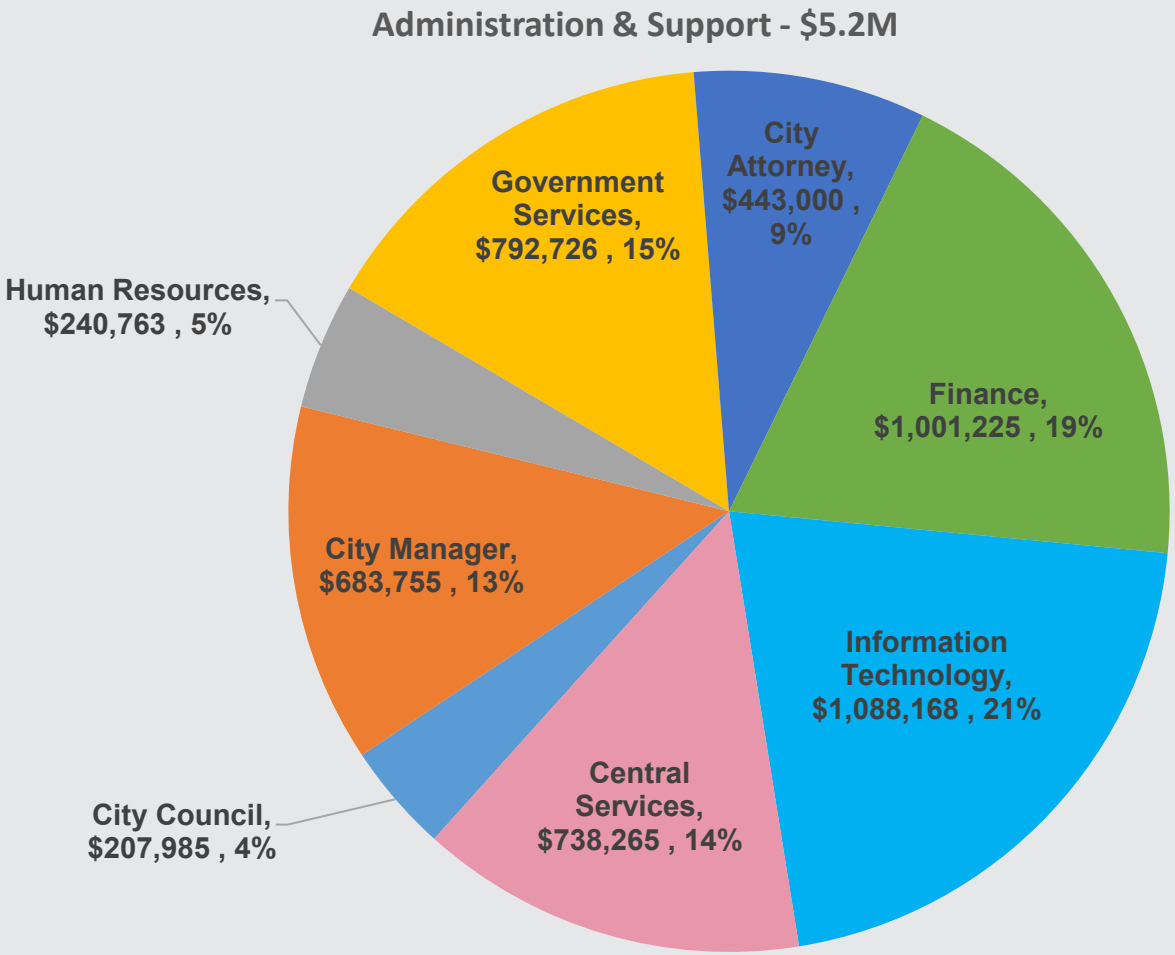
Public Works

- Street Maintenance (MOE - $815K)
  - PVM - $461K
  - Inspections - $70K
  - Medians – 10K
- NPDES
  - Permits - $315K
  - Consulting -$175K
  - Outfall Maintenance - $66K
- Solid Waste –
  - AB939 Compliance - $60K
- Landscape Inspections / Arborist - $65K



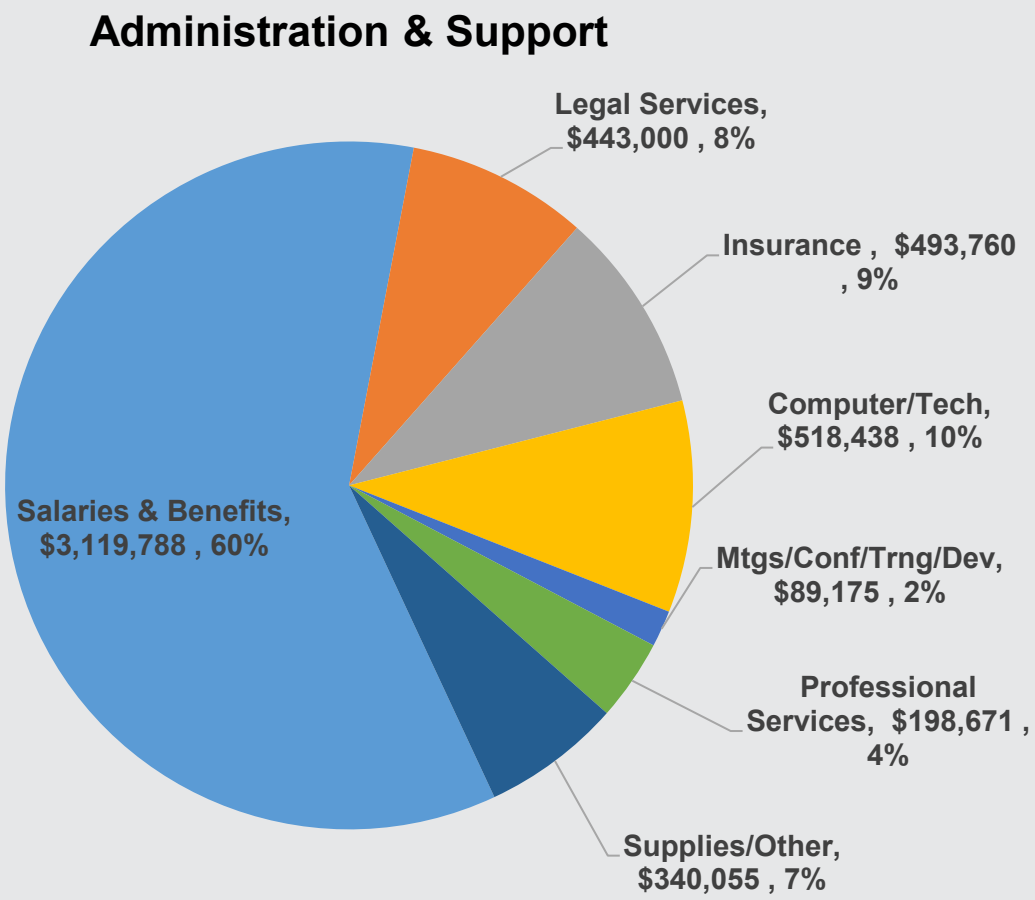
Administration & Support

- City Council
- City Manager's Office
- Government Services
- Human Resources
- Legal Services (BBK)
- Finance
- Information Technology
- Central Services



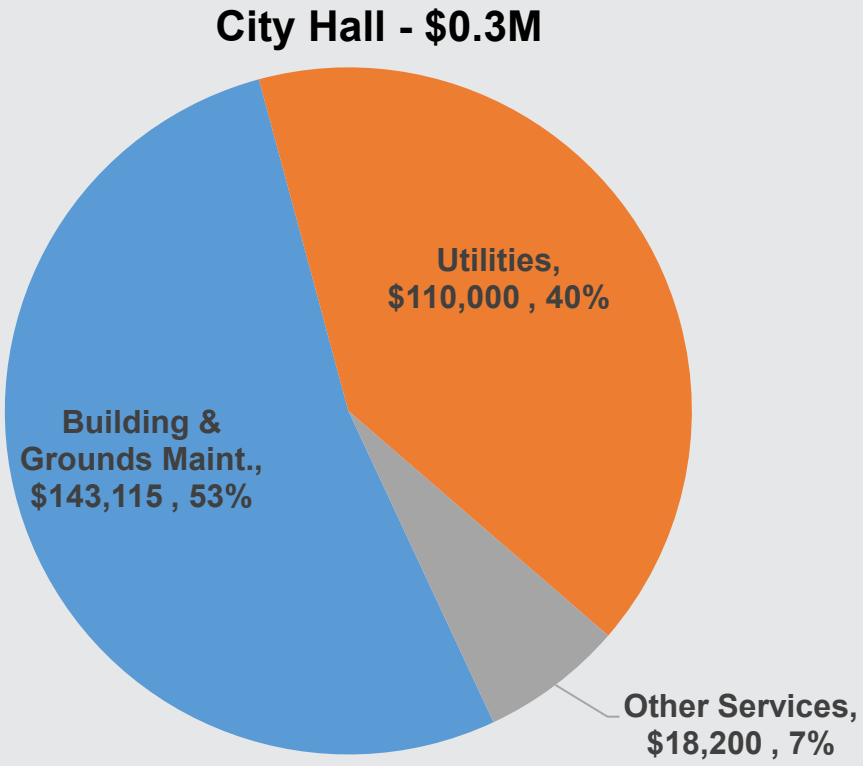
Administration & Support

- Salaries & Benefits – $3.2M
- Insurance Premiums - $494K
- Legal Services - $443K
- City Memberships - $71K
- Computer/Technology - $518K
- Building & Grounds Maintenance - $57K
  - Vista Park
- November 2026 Election - $57K



City Hall

- Utilities - $110K
- Janitorial/Supplies - $50K
- HVAC - $11K
- Landscape Maint. – $11K



FY 2026-27 Capital Improvement Program

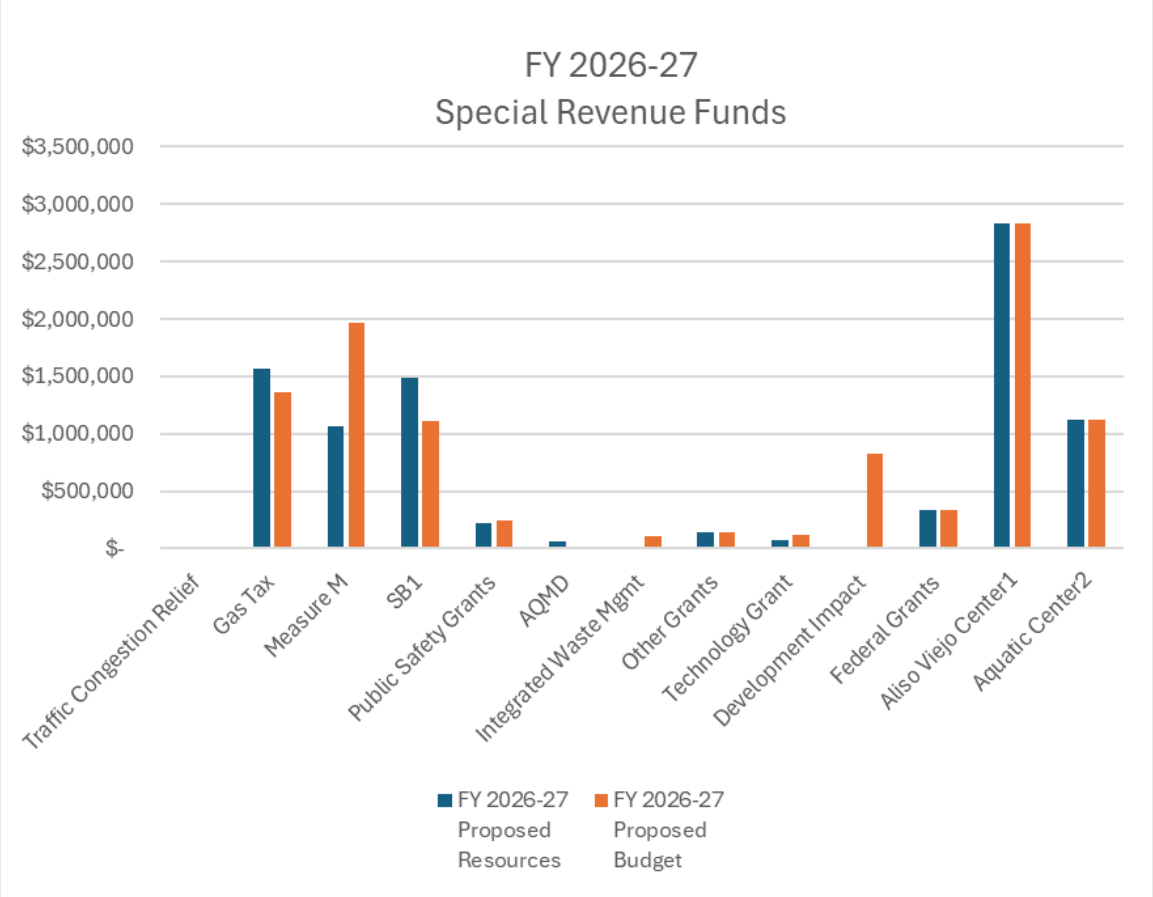
Facility		Est. Cost
Vista Park		**$ 47,500**
Vista Park Lights	$ 15,000	
Trellis Replacement	$ 30,000	
Playground Resurfacing	$ 2,500	
Aquatic Center		**$ 120,000**
Recreation Pool Plaster	$ 85,000	
Lighting Management System	$ 35,000	
Aliso Viejo Center		**$ 60,000**
Lighting Management System	$ 60,000	
Dairy Fork/Wood Canyon Wetlands		**$ 20,000**
Total General Fund		**$ 247,500**

FY 2026-27 General Fund Summary

		Proposed Budget
Resources	$	30,072,225
Appropriations		(29,611,101)
Operating Surplus (Deficit)	$	461,124
Capital Improvement		(247,500)
Estimated Year-End	$	213,624
Estimated Beginning Fund Balance	$	45,179,773
Estimated Year-End Fund Balance	$	45,393,397
Estimated Change in Fund Balance	$	213,624
% Change in Fund Balance		0.5%

FY 2026-27 Special Revenue Funds

Fund	Est. Beginning Balance	FY 2026-27 Proposed Resources	FY 2026-27 Proposed Budget	Est. Year-End Balance
Traffic Congestion Relief	$ 81,330	$ 3,800	$ -	$ 85,130
Gas Tax	1,343,765	1,570,500	1,358,270	1,555,995
Measure M	1,724,922	1,070,500	1,967,885	827,537
SB1	781,210	1,486,500	1,105,000	1,162,710
Public Safety Grants	396,602	218,000	242,255	372,347
AQMD	289,700	63,500	-	353,200
Integrated Waste Mgmt	6,802	14,000	108,000	(87,198)
Other Grants	46,438	140,946	137,946	49,438
Technology Grant	368,590	72,500	121,545	319,545
Development Impact	2,416,429	-	824,802	1,591,627
Federal Grants	(87,027)	337,619	337,619	(87,027)
Aliso Viejo Center[1]	-	2,828,330	2,828,330	-
Aquatic Center[2]	-	1,123,750	1,123,750	-
Total	**7,368,762**	**$ 8,929,945**	**$ 10,155,402**	**$ 6,143,305**



FY 2026-27 Special Revenue Funds

- Street Funds (Gas Tax, Measure M, SB1)
- Public Safety Grants
- Integrated Waste Management
- Other Grants (PLHA)
- Technology Grants (PEG Fees)
- Development Impact
- Federal Grants (CDBG)
- Aliso Viejo Center –
  - Net Transfer to GF $332,110
- Aliso Viejo Aquatic Center –

  Net Transfer From GF $300,750

FY 2026-27 Capital Improvement Program

• Accessible pedestrian signals (CDBG) -		$ 237,203
• Street Improvement Slurry Seal Projects	(Measure M)	$1,910,000
• Columbia Loop Street Rehabilitation (SB1)		$1,105,000
• Construction of Pump Track (Park Fees)		$ 824,802
	Total -	$4,077,005

Recommendations

- Adopt a Resolution adopting the Annual Budget for Fiscal Year 2026-27; and
- Adopt a Resolution approving updated City Salary Schedules to include cost-of-living adjustments of 3.2% and the addition of Principal Civil Engineer, and Principal Planner job classificaions, effective July 1, 2026; and
- Adopt a Resolution setting the annual appropriations limit for Fiscal Year 2026-27.

Questions?