

AGENDA

ALISO VIEJO
CITY COUNCIL
WEDNESDAY, MAY 21, 2025
7:00 PM REGULAR MEETING

CITY HALL
COUNCIL CHAMBERS
12 JOURNEY,
ALISO VIEJO, CA

TELECONFERENCE LOCATION
WOODFIELD PARK
26812 WOODFIELD
ALISO VIEJO, CA



Mayor Tiffany Ackley
Mayor Pro Tem Max Duncan
Councilmember Richard Hurt
Councilmember Mike Munzing
Councilmember Tim Zandbergen

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.

MITZI ORTIZ
CITY MANAGER

SCOTT C. SMITH
CITY ATTORNEY

JANET MARTINEZ
CITY CLERK

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

CALL TO ORDER: Convene Regular Meeting

ROLL CALL

PLEDGE OF ALLEGIANCE:

1. SPECIAL PRESENTATIONS:

1.1 NATIONAL ANTHEM PERFORMED BY DON JUAN AVILA MIDDLE SCHOOL CHOIR

1.2 BUSINESS OF THE MONTH - MINISO

1.3 PROCLAMATION - DROWNING PREVENTION AND AWARENESS SEASON

1.4 PROCLAMATION - JEWISH AMERICAN HERITAGE MONTH

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 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 ready by title, and further reading is waived.

4.2 APPROVAL OF MINUTES

Recommended Action: Approve the minutes as submitted for the May 7, 2025 Regular Meeting.

[Draft Minutes - May 7, 2025 Regular Meeting](#)

4.3 SECOND READING AND ADOPTION OF LOCAL RESPONSIBILITY AREA FIRE HAZARD SEVERITY ZONES MAP ORDINANCE

Recommended Action: Consider and adopt an Ordinance entitled:
AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO DESIGNATING MODERATE, HIGH, AND VERY HIGH FIRE HAZARD SEVERITY ZONES IN THE LOCAL RESPONSIBILITY AREAS IN ACCORDANCE WITH GOVERNMENT CODE SECTION 51179.

[Staff Report](#)

[Attachment 1 - Ordinance](#)

4.4 ACCOUNTS PAYABLE

Recommended Action: Ratify accounts payable checks and electronic funds transfers issued between April 11, 2025, and May 8, 2025, in the amount of \$1,770,557.81.

[Staff Report](#)

[Attachment 1 - Accounts Payable Report](#)

4.5 CONTRACT WITH SAVI CONSTRUCTION, INC. FOR THE FY24-25 ADA CURB RAMP PROJECT - CDBG

Recommended Action:

1. Approve Contract Documents, Specifications, and Plans for the FY24-25 ADA Curb Ramp Project - CDBG;
2. Award a contract in the amount of \$248,800.00 to Savi Construction, Inc. as the lowest responsible bidder for the FY24-25 ADA Curb Ramp Project - CDBG;
3. Authorize the City Manager to execute a contract with Savi Construction, Inc.;
4. Authorize City staff to make total compensation to Savi Construction Inc. up to \$248,800 plus \$24,880 (10% of the contract amount) to allow for contingencies, totaling \$273,680; 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).

[Staff Report](#)

[Attachment 1 - Contract](#)

[Attachment 2 - Savi Construction Inc. Submitted Bid](#)

4.6 THIRD AMENDMENT TO THE AGREEMENT WITH SCA of CA, LLC FOR STREET SWEEPING SERVICES

Recommended Action:

1. Approve a third amendment to the agreement SCA of CA, LLC (SCA) to perform street sweeping services that renews the agreement for an additional five-year term and increases the total compensation under the agreement by \$749,076.67 for a total agreement amount of \$1,249,076.67; and
2. Authorize the City Manager to execute the third amendment to the agreement.

[Staff Report](#)

[Attachment 1 - Agreement Amendment](#)

5. PUBLIC HEARINGS: None

6. DISCUSSION:

6.1 DECLARATION OF RESTRICTIVE COVENANTS FOR 38 COLONIAL WAY AND 89 PLAYA CIRCLE

Recommended Action:

1. Find that the proposed actions are not a “project” subject to the California Environmental Quality Act (“CEQA”);
2. Approve a restrictive covenant for 38 Colonial Way related to affordable housing and authorize the City Manager to take all necessary steps to execute and record said covenant; and
3. Approve a restrictive covenant for 89 Playa Circle related to affordable housing and authorize the City Manager to take all necessary steps to execute and record said covenant.

[Staff Report](#)

[Attachment 1 - Declaration of Restrictive Covenant for 38 Colonial Way](#)

[Attachment 2 - Declaration of Restrictive Covenant for 89 Playa Circle](#)

6.2 CITY COUNCIL GOAL AND PRIORITY SETTING REPORT

Recommended Action:

1. Receive and file the City Council Goal and Priority-Setting Workshop Report and Implementation Action Plan from Baker Tilly; and
2. Adopt the following Strategic Goals:
 - a. Financial Stability. Continue to ensure the City’s financial stability through careful planning and evaluation of revenue and investment opportunities;
 - b. Infrastructure Investment. Maintain, replace, and fund the City’s capital assets through infrastructure investment; and
 - c. Aliso Viejo Ranch. Develop a plan to establish the Ranch as a prized community asset.

[Staff Report](#)

[Attachment 1 - City Council Goal and Priority-Setting Workshop Report](#)

[Attachment 2 - Implementation Action Plan](#)

[Attachment 3 - Presentation](#)

6.3 PROPOSED ANNUAL BUDGET FOR FISCAL YEAR 2025-26

Recommended Action:

1. Review the proposed Fiscal Year (FY) 2025-26 Annual Budget; and
2. Provide any additional direction to staff regarding the draft FY 2025-26 Budget.

[Staff Report](#)

[Attachment 1 - Presentation](#)

7. CITY MANAGER' S REPORT:

8. ANNOUNCEMENTS / COUNCIL COMMENTS / COMMITTEE UPDATES:

9. ADJOURNMENT:

The next regularly scheduled City Council meeting is June 4, 2025.

CITY OF ALISO VIEJO
CITY COUNCIL MINUTES
REGULAR MEETING
MAY 7, 2025, 7:00 PM
Council Chambers, City Hall, 12 Journey
Aliso Viejo, California

CALL TO ORDER: Mayor Ackley 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 TIFFANY ACKLEY
MAYOR PRO TEM MAX DUNCAN
COUNCILMEMBER RICHARD W. HURT
COUNCILMEMBER MIKE MUNZING
COUNCILMEMBER TIM A. ZANDBERGEN

ABSENT: NONE

STAFF PRESENT: MITZI ORTIZ, CITY MANAGER
HONGDAO NGUYEN, ASSISTANT CITY ATTORNEY
JANET MARTINEZ, CITY CLERK
ANN EIFERT, FINANCIAL SERVICES DIRECTOR
SHAUN PELLETIER, PUBLIC WORKS DIRECTOR
SO KIM, COMMUNITY DEVELOPMENT DIRECTOR
ROSE RIVERA, SENIOR PLANNER
MICHAEL DELGADILLO, ASSISTANT PLANNER
LIZZY MENDOZA, RECREATION & COMMUNITY SERVICES MANAGER
ISAAC AZIZ, INFORMATION TECHNOLOGY MANAGER

PLEDGE OF ALLEGIANCE: Students from Santa Margarita Catholic High School led the pledge of allegiance.

1. SPECIAL PRESENTATIONS:

1.1 PROCLAMATION - FRONTLINE WORKER APPRECIATION MONTH

Mayor Ackley presented the proclamation to OCFA Division Chief Mike Summers. He expressed his appreciation and commented on the importance of the designation.

1.2 PRESENTATION FROM THE ASSOCIATION OF CALIFORNIA CITIES - ORANGE COUNTY

Mayor Ackley introduced Kris Murray, Executive Director of the Association of California Cities – Orange County, who provided the presentation.

2. **ADDITIONS, DELETIONS, REORDERING TO THE AGENDA:**

None.

3. **COMMUNITY INPUT:**

1. Patty Mouton with Alzheimer's Orange County, shared information about resources that are available to Orange County residents.
2. Jason Garshfield expressed concerns about Mayor Ackley's comments on Discussion Item 6.2 from a past council meeting of April 2, 2025.

4. **CONSENT CALENDAR:**

Unless otherwise indicated below, the following pertains to all items on the Consent Calendar.

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

4.1 **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 ready by title, and further reading is waived.

4.2 **APPROVAL OF MINUTES**

Recommended Action: Approve the minutes as submitted for the February 26, 2025 and April 16, 2025, Special and Regular Meetings.

4.3 **ACCOUNTS PAYABLE**

Recommended Action: Ratify accounts payable checks and electronic funds transfers issued between March 28, 2025, and April 10, 2025, in the amount of \$1,275,234.55.

4.4 **TREASURER'S STATEMENT – MARCH 2025**

Recommended Action:

Receive and file the March 2025 Treasurer's Statement.

4.5 FIRST AMENDMENT TO AQUATIC CENTER MANAGEMENT SERVICES AGREEMENT WITH PREMIER AQUATIC SERVICES

Recommended Action: Approve and authorize the City Manager to execute the First Amendment to the Management Services Agreement with Premier Aquatic Services, extending the Aquatic Center management services for an additional two years.

4.6 FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH MICHAEL JUE FOR GRAPHIC DESIGN SERVICES

Recommended Action: Approve and authorize the City Manager to execute a First Amendment to the Professional Services Agreement with Michael Jue for graphic design services for an additional two-year term.

4.7 FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH ADVANTAGE MAILING LLC FOR PRINTING AND MAILING SERVICES OF THE COMMUNITY CONNECTION RECREATION GUIDE & CITY NEWS

Recommended Action: Approve and authorize the City Manager to execute a First Amendment to the Professional Services Agreement with Advantage Mailing Inc. for printing and mailing services of the Community Connection Recreation Guide & City News.

4.8 38 COLONIAL WAY – DECLARATION OF RESTRICTIVE COVENANT

Mayor Ackley opened for public comment and the following person spoke:

1. Natalie Tamsut shared public safety concerns within the Vantis community.

Mayor Pro Tem Duncan requested further information from the speaker. Ms. Tamsut provided additional information in regards to the property's current tenants. City Manager Mitzi Ortiz and staff answered questions regarding recent staff communication with the contractor, Family Assistance Ministries, the tenant screening process, as well as clarification on grant funding conditions and agreements. Council commented on the matter.

Recommended Action:

1. Find that the proposed actions are not a "project" subject to the California Environmental Quality Act ("CEQA"); and
2. Approve a restrictive covenant for 38 Colonial Way related to affordable housing and authorize the City Manager to take all necessary steps to execute and record said covenant.

Motion: Mayor Pro Tem Duncan moved and Councilmember Zandbergen seconded to continue the item to the next scheduled council meeting. Motion carried 5-0.

4.9 SECOND AMENDMENT TO THE SOLID WASTE DISPOSAL AGREEMENT WITH THE COUNTY OF ORANGE

Recommended Action: Authorize the City Manager to execute the Second Amendment to the Solid Waste Disposal Agreement with the County of Orange.

4.10 URBAN RUNOFF TREATMENT FACILITY

Recommended Action:

1. Authorize the City Manager to execute a Quitclaim Deed for the Urban Runoff Treatment Facility for Storm Drain J01P28 located on County of Orange Parcel 162; and
2. Authorize the City Manager to execute an Easement Deed for accessing the Urban Runoff Treatment Facility for Storm Drain J01P28 located on County of Orange Parcels 161 and 162.

5. PUBLIC HEARINGS:

5.1 CONDITIONAL USE PERMIT TO ESTABLISH A PILATES, YOGA, AND FITNESS STUDIO AT 26711 ALISO CREEK ROAD, SUITE 200 (USE-2025-00005)

City Manager Mitzi Ortiz introduced Associate Planner Michael Delgadillo, who provided an overview. Staff responded to questions regarding parking, signage, neighboring tenants, and potential noise impacts. Mayor Ackley opened the public hearing. There were no requests to speak. Mayor Ackley closed the public hearing.

Recommended Action: Adopt Resolution No. 2025-03 approving a Conditional Use Permit to establish a Pilates, yoga, and fitness studio at 26711 Aliso Creek Road, Suite 200 (USE-2025-00005).

Motion: Mayor Pro Tem Duncan moved and Councilmember Munzing seconded to approve the recommended action. Motion carried 5-0.

5.2 LOCAL RESPONSIBILITY AREA FIRE HAZARD SEVERITY ZONES MAP ORDINANCE

City Manager Mitzi Ortiz introduced Community Development Director So Kim, who provided an overview. Staff responded to questions regarding map design and possible fire mitigation efforts. Mayor Ackley opened the public hearing and the following person provided comments:

1. Liz Cabrera Spencer commented on fire mitigation services offered by her business.

There were no other comments. Mayor Ackley closed the public hearing.

Recommended Action: Conduct a public hearing and introduce for first reading an Ordinance entitled:

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO DESIGNATING MODERATE, HIGH, AND VERY HIGH FIRE HAZARD SEVERITY

ZONES IN THE LOCAL RESPONSIBILITY AREAS IN ACCORDANCE WITH GOVERNMENT CODE SECTION 51179.

Motion: Councilmember Munzing moved and Mayor Pro Tem Duncan seconded to approve the recommended action. Motion carried 5-0.

5.3 ADOPTION OF THE FISCAL YEAR (FY) 2025-2026 ANNUAL ACTION PLAN FOR EXPENDITURES OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS AND THE 2025-2029 ORANGE COUNTY REGIONAL ASSESSMENT OF FAIR HOUSING

City Manager Mitzi Ortiz introduced Senior Planner Rose Rivera, who provided an overview. Staff responded to questions regarding CDBG grant funding, and accessible pedestrian signals at crosswalks. Mayor Ackley opened the public hearing. There were no requests to speak. Mayor Ackley closed the public hearing. Councilmembers commented on the matter.

Recommended Action:

1. Declare the City Council finds the FY 2025-2026 Annual Action Plan is not subject to the California Environmental Quality Act ("CEQA") as the activity is not a project, as defined in Section 15378(b)(5) of the state CEQA Guidelines;
2. Approve and adopt the FY 2025-2026 Annual Action Plan ("Action Plan") for the use of Community Development Block Grant ("CDBG") funds, including the 2025-2029 Orange County Regional Assessment of Fair Housing (Attachment 1);
3. Authorize the City Manager to submit the Action Plan to the U.S. Department of Housing and Urban Development ("HUD"), which executes the HUD contract, and authorizes the City Manager to submit all related documents with the implementation of the Action Plan.

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

6. **DISCUSSION:**

6.1 CONCEPT PLAN REVIEW FOR A RESIDENTIAL COMMUNITY AT 27081 ALISO CREEK ROAD

City Manager Mitzi Ortiz introduced Community Development Director So Kim, who provided an overview. Applicant Emilie Simard, Director of Forward Planning with Shea Homes Southern California, provided a presentation on the proposed project. Staff and the applicant, responded to questions regarding parking, State Density Bonus concessions, potential project amenities, garages, unit sizes, current property owner's reason for selling, designated affordable housing units, community walkability, and similar Shea properties available for Councilmembers to visit.

Recommended Action: Review and provide initial feedback on concept plans for a development proposal involving the demolition of three existing office buildings to

accommodate the construction of a 137-unit, residential community at 27081 Aliso Creek Road ("Project").

No further action was taken.

6.2 BIKE LANE DISCUSSION

City Manager Mitzi Ortiz introduced Public Works Director Shaun Pelletier, who provided an overview. Staff responded to questions regarding state requirements for adding "sharrows" on streets, bike lane stencil standards, current bids for project, estimation of project cost, and potential safety enhancements including signage.

Mayor Ackley opened for public comment and the following persons spoke:

1. Liz Cabrera Spencer proposed e-bike safety program events.
2. Mattheus Criboli suggested physical barriers for bike lanes.

Recommended Action:

1. Receive Staff presentation; and
2. Provide direction to Staff regarding bike lane improvement implementation timeline.

Council directed staff to prepare a bid package for citywide design and layout of bike lanes to obtain cost estimates.

7. CITY MANAGER' S REPORT:

City Manager Ortiz announced registration for spring recreation classes and workshops; registration for summer camps; Movie Night on June 1, 2025 starting at 7:00 p.m. at Aliso Viejo Ranch; and Nourishing Great Futures Market every Wednesday from 10:00 a.m. to 12:00 p.m. at Iglesia Park Community Center.

8. ANNOUNCEMENTS / COUNCIL COMMENTS / COMMITTEE UPDATES:

Councilmember Munzing:

- Attended Wildfire Town Hall hosted by Assemblymember Dixon and Senator Choi

Councilmember Zandbergen:

- Attended Aliso Viejo Chamber of Commerce Evening with the Mayor event
- Attended SCAG Regional Conference & General Assembly

Councilmember Hurt:

- Wished City Manager Mitzi Ortiz a happy birthday
- Attended League of California Cities 2025 City Leaders Summit
- Attended SCAG Regional Conference & General Assembly
- Provided economic development information from the League of California Cities and SCAG meetings

- Attended OC Mosquito and Vector Control District board meetings
- Attended OCPL Advisory Executive Committee meeting
- Provided updates on Aliso Viejo library project with completion date slated for June.

Mayor Pro Tem Duncan:

- Commented on Councilmember Hurt's committee updates and announcements
- Attended Taste of Aliso Niguel event
- Attended Aliso Viejo Chamber of Commerce Evening with the Mayor event
- Commended OCSD Administrative Sergeant Duran and Deputy Barragan for e-bike safety enforcement

Mayor Ackley:

- Attended 99 Ranch Market Grand Opening
- Attended Supervisor Foley's Elected Officials Roundtable
- Acknowledged City staff and Associate Planner Michael Delgadillo for providing excellent customer service
- Attended Councilmember Hurt's doctoral dissertation defense

9. **ADJOURNMENT:** Mayor Ackley adjourned the meeting at 9:21 p.m. to the regularly scheduled City Council meeting of May 21, 2025.

Respectfully submitted:

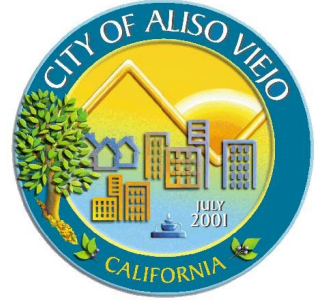
Approved by:

JANET MARTINEZ
CITY CLERK

TIFFANY ACKLEY
MAYOR

City of Aliso Viejo

AGENDA ITEM



DATE: May 21, 2025

TO: Mayor and City Council

FROM: So Kim, Community Development Director

SUBJECT: SECOND READING AND ADOPTION OF LOCAL RESPONSIBILITY
AREA FIRE HAZARD SEVERITY ZONES MAP ORDINANCE

Recommended Action:

Consider and adopt an Ordinance entitled: AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO DESIGNATING MODERATE, HIGH, AND VERY HIGH FIRE HAZARD SEVERITY ZONES IN THE LOCAL RESPONSIBILITY AREAS IN ACCORDANCE WITH GOVERNMENT CODE SECTION 51179.

Fiscal Impact:

None.

Discussion:

On May 7, 2025, the City Council approved the introduction and first reading of the subject Ordinance by 5-0 vote. If adopted, the Ordinance will take effect 30 days after adoption.

Attachment:

1. Ordinance

ORDINANCE NO. 2025-____

**A ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ALISO VIEJO,
CALIFORNIA, DESIGNATING MODERATE, HIGH, AND VERY HIGH
FIRE HAZARD SEVERITY ZONES IN THE LOCAL RESPONSIBILITY
AREAS IN ACCORDANCE WITH GOVERNMENT CODE SECTION
51179.**

WHEREAS, Government Code 51178 requires the Department of Forestry and Fire Protection Office of the State Fire Marshal ("Cal Fire") to identify levels of fire hazard based on consistent statewide criteria and the expected severity of fire hazards;

WHEREAS, Government Code 51179 requires Cal Fire to make recommendations of fire hazard severity zones ("FHSZ") to local agencies for their designation and adoption by ordinance;

WHEREAS, on March 24, 2025, Cal Fire issued a letter and published new maps identifying Fire Hazard Severity Zones within Local Responsibility Areas. Government Code 51179 requires the City is required to adopt these maps within 120 days;

WHEREAS, on March 24, 2025, the Cal Fire map was made available on the City's website;

WHEREAS, on May 7, 2025, the City Council held a duly noticed public hearing and introduced the Ordinance;

WHEREAS, on May 21, 2025, the City held a duly noticed public hearing, at which time all interested persons had the opportunity to appear and be heard on the matter of adopting the Codes as amended herein; 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 ordinance to adopt the updated map is not considered a "project" under the California Environmental Quality Act (CEQA). According to CEQA Guidelines Section 15378, a "project" is generally defined as an activity that may cause either a direct physical change in the environment or a reasonably foreseeable indirect physical change in the environment. The adoption of the updated map is a procedural action that does not involve any physical changes to the environment. It merely updates the boundaries and classifications of fire hazard zones based on new data and

assessments. Therefore, this action does not meet the criteria for a "project" as defined by CEQA and is exempt from further environmental review.

Section 3. The City hereby designates the Fire Hazard Severity Zones as recommended by the California Department of Forestry and Fire Protection pursuant to Government Code Section 51178. The City's Local Responsibility Area Fire Hazard Severity Map is hereby adopted and provided in Exhibit "A," attached hereto and incorporated herein by reference. The official map is also located electronically on the following website: <https://avcity.org/417/Fire-OCFA-information>.

Section 4. Effective Date. This Ordinance takes effect 30 days following its adoption.

Section 5. Submittal to the State and Posting. The City Clerk shall submit a copy of this Ordinance to the Department of Housing and Community Development and the State Board of Forestry and Fire Protection within 30 days after adoption and take any necessary actions to post all notices required under Government Code 51179.

Section 6. 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.

Section 7. City Clerk's Certification. The City Clerk shall certify to the adoption of this Ordinance and cause a summary thereof to be published five days prior to the date of adoption of this Ordinance, and, within 15 days after adoption, the City Clerk shall cause to be published the aforementioned summary and shall post a certified copy of this Ordinance, together with the vote for and against the same, in the Office of the City Clerk.

PASSED, APPROVED AND ADOPTED this 21st day of May, 2025.

Tiffany Ackley
Mayor

APPROVED AS TO FORM:

ATTEST:

Scott C. Smith, City Attorney

Janet Martinez, City Clerk

STATE OF CALIFORNIA)
COUNTY OF ORANGE) ss.
CITY OF ALISO VIEJO)

I, Janet Martinez, City Clerk of the City of Aliso Viejo, California, DO HEREBY CERTIFY that the foregoing is the original of Ordinance No. 2025-__ duly passed and adopted by the City Council of the City of Aliso Viejo at their regular meeting held on the 21st day of May 2025, by the following roll call vote, to wit:

AYES:

NOES:

ABSENT:

JANET MARTINEZ,
CITY CLERK

(SEAL)

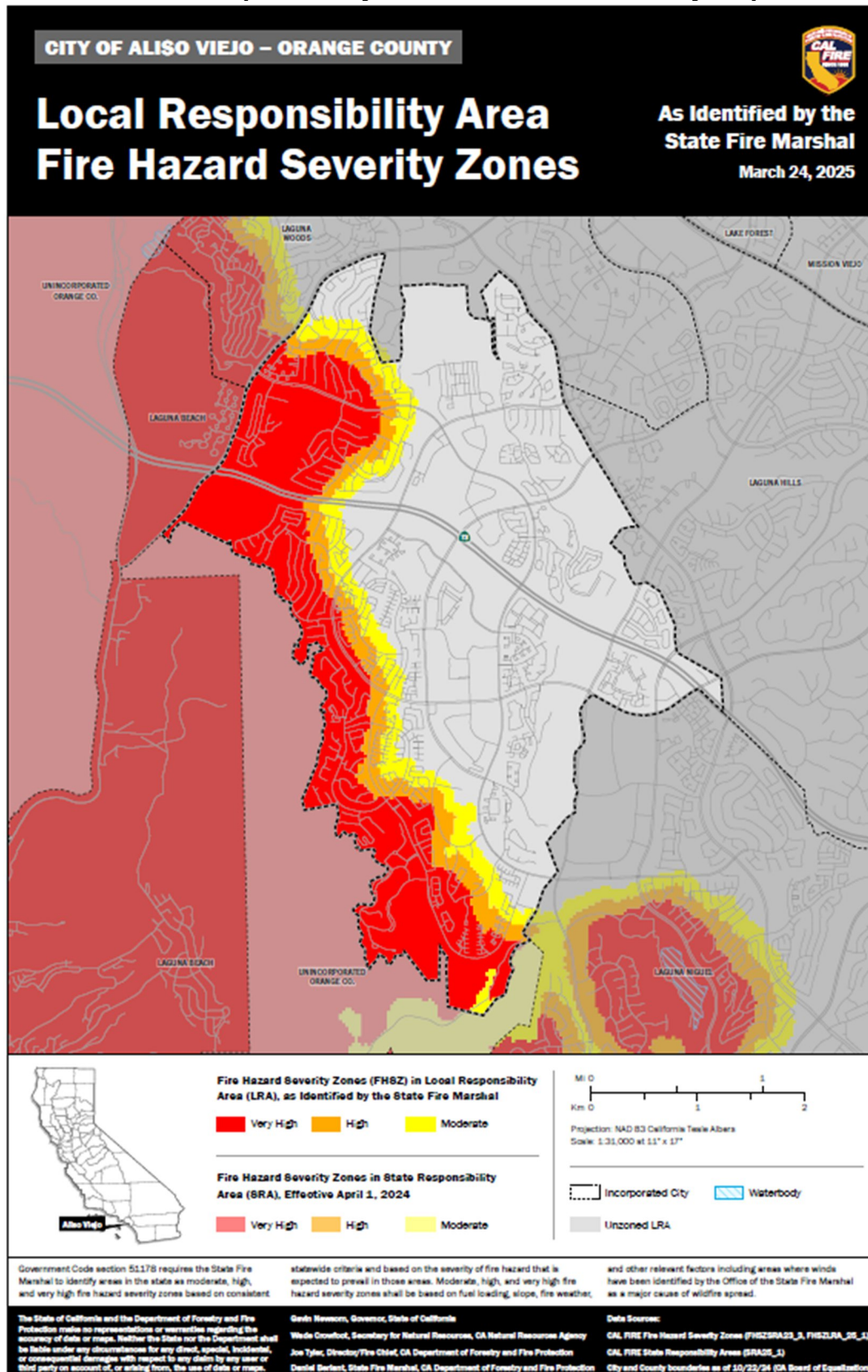
I hereby certify that the foregoing is the original of Ordinance No. 2025-__ duly passed and adopted by the Aliso Viejo City Council at its regular meeting held May 21, 2025, and that the Summary of the Ordinance was published on _____ and _____ in the Laguna Niguel News.

JANET MARTINEZ,
CITY CLERK

(SEAL)

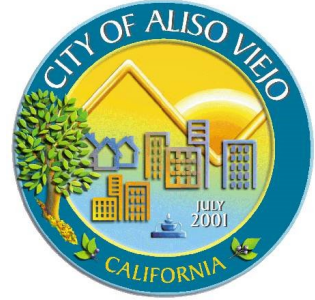
Exhibit "A"

Local Responsibility Area Fire Hazard Severity Map



City of Aliso Viejo

AGENDA ITEM



DATE: May 21, 2025
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 April 11, 2025, and May 8, 2025, in the amount of \$1,770,557.81.

Fiscal Impact:

Expenditures in the amount of \$1,770,557.81.

Background:

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

Discussion:

The attached registers containing checks and electronic funds transfers issued between April 11, 2025, and May 8, 2025, for \$1,770,557.81, 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.	MAY'25 LIFE INSURANCE	1,585.79
CHOICE BUILDER	MAY'25 DENTAL - DD	145.88
CHOICE BUILDER	MAY'25 DENTAL - TZ	96.90
CHOICE BUILDER	MAY'25 VISION - DD	24.19
CHOICE BUILDER	MAY'25 DENTAL - RH	96.90
CHOICE BUILDER	MAY'25 DENTAL INSURANCE	1,830.38
CHOICE BUILDER	MAY'25 VISION INSURANCE	283.36
CHOICE BUILDER	MAY'25 VISION - RH	15.03
CALPERS HEALTH	MAY'25 TZ - HEALTH PREMIUM	1,571.50
CALPERS HEALTH	MAY'25 CALPERS HEALTH PREMIUM	28,430.42
CALPERS HEALTH	MAY'25 MEDICAL - KB	(46.33)
CALPERS HEALTH	MAY'25 TZ - HEALTH PREMIUM PEMCA MINIMUM	158.00
BEST BEST & KRIEGER	JAN'25 BBK CELLULAR	715.00
CHARLES ABBOTT ASSOC INC	MAR'25 CAA KAISER GRADING - R.BEIMER	145.00
CHARLES ABBOTT ASSOC INC	MAR'25 CAA KAISER GRADING - S.WILSON	47.50
CHARLES ABBOTT ASSOC INC	MAR'25 CAA ALISO CREEK GRADING - R.BEIMER	217.50
CHARLES ABBOTT ASSOC INC	MAR'25 CAA ST MARYS GRADING - R.BRUNELL	525.00
CHARLES ABBOTT ASSOC INC	MAR'25 CAA COX - R.BRUNELL	682.50
CHARLES ABBOTT ASSOC INC	MAR'25 CAA SCE - R.BRUNELL	708.75
CHARLES ABBOTT ASSOC INC	MAR'25 CAA ATT - R.BRUNELL	472.50
CHARLES ABBOTT ASSOC INC	MAR'25 CAA MNWD - R.BRUNELL	157.50
CHARLES ABBOTT ASSOC INC	MAR'25 CAA ALISO CREEK GRADING - R.BRUNELL	78.75
CHARLES ABBOTT ASSOC INC	MAR'25 CAA KAISER GRADING - R.BRUNELL	472.50
STC TRAFFIC, INC	FEB'25 TRAFFIC CONSULTANT SERVICES	2,150.00
STC TRAFFIC, INC	FEB'25 TRAFFIC CONSULTANT SERVICES	435.00
STC TRAFFIC, INC	MAR'25 TRAFFIC CONSULTANT SERVICES	1,870.00
STC TRAFFIC, INC	MAR'25 TRAFFIC CONSULTANT SERVICES	2,890.00
DEPT OF CONSERVATION	JAN-MAR'25 SEISMIC MAPPING FEES	1,460.41
DIVISION OF THE STATE ARCHITECT	JAN-MAR'25 CASP FEES	61.90
CA BUILDING STANDARDS COMMISSION	JAN-MAR'25 CA BLDG STANDARD ADMIN FEES	441.90
TRUADDITIONS CORP	BLDR-2024-00336_5 LAGUNA MADRE_TRUADDITIONS	500.00
CIVIL SOURCE, AN NV5 COMPANY	MAR'25 KAISER GRADING PLAN CHECK	1,755.00
CHARLES ABBOTT ASSOC INC	NOV'24 CAA PUBLIC WORKS CONSULTING SVCS - GRADING	810.00
SUNRUN INSTALLATION SERVICES	PV-2024-00031_1 RIDGECREST_SUNRUN CANCELLED	153.50
SUNRUN INSTALLATION SERVICES	PV-2024-00031_1 RIDGECREST_SUNRUN CANCELLED	44.24
CAPISTRANO UNIFIED SCHOOL DISTRICT	PA20-014_CUSD CNG STATION_CAPISTRANO USD	2,324.00
MUNOZ MASONRY	CD-2025-00002_MUNOZ MASONRY_7 DOMINGUEZ ST	500.00
PACIFIC TUSK BUILDERS	CD-2024-00099_75 ENTERPRISE_PACIFIC TUSK BLDRS	500.00
AMERICAN SUPREME ROOFING	CD-2024-00115_1 SHADY NOOK_AMERICAN SUPREME ROOFIN	500.00
SUNRUN INSTALLATION SERVICES	SAPP-2024-00040_4 SANDBRIDGE_SUNRUN CANCELLED	153.50
SUNRUN INSTALLATION SERVICES	SAPP-2024-00040_4 SANDBRIDGE_SUNRUN CANCELLED	85.65
		55,049.62
CITY COUNCIL		
STAPLES ADVANTAGE	MAR'25 CC OFFICE SUPPLIES	33.50
AT&T	12/17/24-1/16/25 CITY COUNCIL PHONE LINES	207.24
AT&T	2/17/25-3/16/25 CITY COUNCIL PHONE LINES	192.38
AT&T	3/17/25-4/16/25 CITY COUNCIL PHONE LINES	192.38
	CITY COUNCIL TOTAL:	625.50
CITY MANAGER		
CALPERS HEALTH	MAY'25 PG - HEALTH PREMIUM	158.00
AT&T	12/17/24-1/16/25 CITY MANAGER PHONE	62.67
AT&T	12/17/24-1/16/25 HR PHONE	50.64
AT&T	2/17/25-3/16/25 CITY MANAGER PHONE	141.95
AT&T	2/17/25-3/16/25 HR PHONE	50.62
AT&T	3/17/25-4/16/25 HR PHONE	50.62
AT&T	3/17/25-4/16/25 CITY MANAGER PHONE	45.57

Vendor Name	Description (Item)	Amount
US BANK PURCHASING CARD PROGRAM	LL 3/26 OC REGISTER - DIGITAL SBSCPTN/4 WEEKS	26.00
US BANK PURCHASING CARD PROGRAM	LL 3/27 LA TIMES - DIGITAL SBSCPTN/4 WEEKS	5.92
US BANK PURCHASING CARD PROGRAM	MO 3/24 HOTEL - ICSC MONTEREY CONF - HOTEL 2/3	388.17
US BANK PURCHASING CARD PROGRAM	MO 3/26 UBER - ICSC MONTEREY CONF	21.91
US BANK PURCHASING CARD PROGRAM	MO 3/25 UBER - ICSC MONTEREY CONF	22.96
US BANK PURCHASING CARD PROGRAM	MO 3/26 WOODYS COCKPIT - ICSC MONTEREY CONF- LUNCH	23.46
US BANK PURCHASING CARD PROGRAM	MO 3/24 OLD FISHERMANS - ICSC MONTEREY CONF-DINNER	39.87
US BANK PURCHASING CARD PROGRAM	MO 3/26 HOTEL - ICSC MONTEREY CONF - HOTEL 3/3	58.18
US BANK PURCHASING CARD PROGRAM	MO 3/24 HOTEL - ICSC MONTEREY CONF - HOTEL 1/3	283.34
	CITY MANAGER TOTAL:	1,429.88
ECONOMIC DEVELOPMENT		
ERIC WINTER	MAR&APR'25-BUS OF MO_AV ANIMAL HOSP & IMX PILATES	1,598.00
	ECONOMIC DEVELOPMENT TOTAL:	1,598.00
HUMAN RESOURCES		
CHARLES C STILL	APR'25-DC/MG/DG/SC/MPL SECURE LIVE SCAN FEES	335.00
LIEBERT CASSIDY WHITMORE	OC EMPLOYMENT RELATIONS CONSORTIUM MBRSHIP 2025	3,830.00
HEALTH AND HUMAN RESOURCE CENTER INC	JUN'25 EAP PROGRAM	102.90
	HUMAN RESOURCES TOTAL:	4,267.90
CITY CLERK		
CALIFORNIA NEWSPAPERS PARTNERSHIP	REF0000117224 - 3/6&13 NIB - ADA CURB RAMP PROJECT	1,405.77
CALIFORNIA NEWSPAPERS PARTNERSHIP	REF0011723641 - 3/13 ORD 2025-244 E BIKES	310.00
STAPLES ADVANTAGE	MAR'25 CCLK OFFICE SUPPLIES	42.73
INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS	IIMC ANNUAL FULL MBR RENEWAL TO 6/30/26-J.MARTINEZ	235.00
ICC GENERAL CODE, INC	AVMC-WEB UPDATE/4PGS ORD2025-244 E-BIKES	86.00
US BANK PURCHASING CARD PROGRAM	JM 4/01 NAGARA WEBINARS 4/08-J.MARTINEZ & K.DAVIS	78.00
US BANK PURCHASING CARD PROGRAM	JM 4/03 CAPIO - PROF MBRSHIP TO 4-2-26 J.MARTINEZ	300.00
US BANK PURCHASING CARD PROGRAM	LL 4/08 ICMA - AFFILIATE MEMBERSHIP RNWL L.TORRES	200.00
	CITY CLERK TOTAL:	2,657.50
CITY ATTORNEY		
BEST BEST & KRIEGER	MAR'25 BBK LITIGATION - CC	1,903.80
BEST BEST & KRIEGER	MAR'25 BBK LABOR & EMPLOYMENT (SPECIALIZED)	975.00
BEST BEST & KRIEGER	MAR'25 NPDES NEW PERMIT (NON-RETAINER)	651.00
BEST BEST & KRIEGER	MAR'25 BBK GENERAL LITIGATION	9,876.80
BEST BEST & KRIEGER	MAR'25 BBK 89 PLAYA CIRCLE	357.50
BEST BEST & KRIEGER	MAR'25 BBK HUNT & SONS/SACRAMENTO CLAIM NONE	1,356.20
BEST BEST & KRIEGER	MAR'25 BBK GENERAL RETAINER LEGAL SERVICES	24,150.00
BEST BEST & KRIEGER	MAR'25 BBK MAJOR GENERAL PLAN UPDATE (SPEC PROJ)	1,878.50
BEST BEST & KRIEGER	MAR'25 BBK CEQA & ENVIRONMENTAL (SPECIALIZED)	942.50
	CITY ATTORNEY TOTAL:	42,091.30
FINANCE		
CHOICE BUILDER	MAY'25 ADMIN FEE	35.00
CALPERS HEALTH	MAY'25 CALPERS ADMIN FEE	78.42
PARS (PHASE II SYSTEMS AND CALIFORNIA CORPORATION)	FEB'25 PARS REP FEES	300.00
MEEDER PUBLIC FUNDS, INC.	JAN-MAR'25 INVESTMENT ADVISORY SERVICES	4,125.00
DEPARTMENT OF JUSTICE	ANNUAL REGISTRATION RENEWAL - FORM RRF-1	25.00
US BANK PURCHASING CARD PROGRAM	AE 4/09 GFOA WEBINAR - BEST PRACTICES	350.00
FIFTH ASSET, INC	LEASE AND SBITA MGMT SOFTWARE - 5/27/25-5/26/26	6,500.00
HDL COREN & CONE	APR-JUN'25 PROPERTY TAX CONTRACT SERVICES	4,144.44
	FINANCE TOTAL:	15,557.86
INFORMATION TECHNOLOGY		
AT&T	2/22/25-3/21/25 CH-ALARM/POTS LINE	3,758.73
NEXUS IS INC	APR'25 NETWORK SUPPORT & SECURITY	416.67
STAPLES ADVANTAGE	MAR'25 IT OFFICE SUPPLIES	256.75
JOSE RUEL FABELLA DIRA	MAR'25 ENERGOV & GIS	1,700.00
HCI SYSTEMS, INC	FIRE SUPPRESSION INSPECTION TESTING CH	440.00
US BANK PURCHASING CARD PROGRAM	IA 1/28 EOC YOUTUBE SUBSCR	82.99
US BANK PURCHASING CARD PROGRAM	IA 2/16 WAITWHILE SUBSCRIPTION	196.00
US BANK PURCHASING CARD PROGRAM	IA 2/05 GOTO.COM REFUND	(780.00)
GOTO COMMUNICATIONS	APR'25 CH GOTO VOIP SERVICE & SUPPORT	1,996.98
TANGENT COMPUTERS INC	3/23/25-4/22/25 CH O365 LICENSING AND SUPPORT	2,976.70
PAGEFREEZER SOFTWARE INC	MAR'25-MAR'26 PAGEFREEZER-SOCIAL MEDIA ARCHIVER	5,447.22
LUNAVI, INC	APR'25 OFFSITE BACKUP STORAGE	604.25
GLOBALSTAR USA LLC	3/13/25-3/12/26 EOC SATELLITE PHONES-1800 MIN/PH	3,208.12

Vendor Name	Description (Item)	Amount
COX COMMUNICATIONS, INC	APR'25 ACCT#0202 CH CABLE TV	206.74
COX COMMUNICATIONS, INC	MAY'25 ACCT#0202 CH CABLE TV	206.74
COX COMMUNICATIONS, INC	APR'25 ACCT#8802 CH INTERNET - FIBER (600MB)	1,500.00
COX COMMUNICATIONS, INC	MAY'25 ACCT#8802 CH INTERNET - FIBER (600MB)	1,500.00
COX COMMUNICATIONS, INC	APR'25 ACCT#9302 LAB INTERNET	85.39
COX COMMUNICATIONS, INC	MAY'25 ACCT#9302 LAB INTERNET	85.39
NEXUS IS INC	MAY'25 NETWORK SUPPORT & SECURITY	416.67
AT&T	12/17/24-1/16/25 CITY HALL MIFI	140.38
AT&T	12/17/24-1/16/25 EOC PHONE LINES	110.97
AT&T	12/17/24-1/16/25 EOC MIFI	160.96
AT&T	12/17/24-1/16/25 FLEET COMPLETE GPS	202.32
AT&T	2/17/25-3/16/25 EOC PHONE LINES	110.57
AT&T	2/17/25-3/16/25 EOC MIFI	160.96
AT&T	2/17/25-3/16/25 FLEET COMPLETE GPS	201.92
AT&T	2/17/25-3/16/25 CITY HALL MIFI	223.72
AT&T	3/17/25-4/16/25 EOC PHONE LINES	110.60
AT&T	3/17/25-4/16/25 FLEET COMPLETE GPS	201.92
AT&T	3/17/25-4/16/25 CITY HALL MIFI	223.72
AT&T	3/17/25-4/16/25 EOC MIFI	160.96
AT&T	APR'25 CH AT&T FIBER INTERNET SERVICE	1,704.89
JOSE RUEL FABELLA DIRA	APR'25 ENERGGOV & GIS	2,000.00
AT&T	MAR'25 CH AT&T FIBER INTERNET SERVICE	1,704.89
SHI INTERNATIONAL CORP	4/21/25-6/24/26 PALO ALTO FIREWALLS & SUBSCRIPTION	19,233.80
SHI INTERNATIONAL CORP	4/18/25-4/28/26 VERKADA CAMERA LICENSES	22,502.50
US BANK PURCHASING CARD PROGRAM	IA 2/28 EOC YOUTUBE SUBSCR	82.99
US BANK PURCHASING CARD PROGRAM	IA 2/24 BESTBUY - MISC HARDWARE KEYBOARD MOUSE ETC	986.38
US BANK PURCHASING CARD PROGRAM	IA 3/12 AMAZON - UPS BATTERY	323.73
US BANK PURCHASING CARD PROGRAM	IA 2/25 GUITAR CENTER -MICS STRATEGIC PLANNING MTG	226.16
US BANK PURCHASING CARD PROGRAM	IA 3/08 GODADDY - IMAGINETOWNCENTER.COM	22.17
US BANK PURCHASING CARD PROGRAM	IA 3/16 WAITWHILE SUBSCRIPTION	196.00
US BANK PURCHASING CARD PROGRAM	IA 3/19 MISAC AI TRAINING	1,095.00
GOTO COMMUNICATIONS	MAY'25 CH GOTO VOIP SERVICE & SUPPORT	1,999.76
TANGENT COMPUTERS INC	4/23/25-5/22/25 CH O365 LICENSING AND SUPPORT	2,976.70
LUNAVI, INC	MAY'25 OFFSITE BACKUP STORAGE	604.25
INFORMATION TECHNOLOGY TOTAL:		81,973.56

NON-DEPARTMENTAL

CERTIFIED RECORDS MANAGEMENT	APR '25 - RECORDS OFF SITE STORAGE	443.28
MANHATTAN STITCHING COMPANY INC	GENERAL STAFF APPAREL RESTOCK	1,128.66
RICOH USA	APR'25 C5300S COPY ROOM LEASE (2624) - PRINCIPAL	622.07
RICOH USA	APR'25 C5300S COPY ROOM LEASE (2624) - INTEREST	72.13
DS SERVICES OF AMERICA, INC	3/13 CH BOTTLED WATER SERVICE	115.89
STAPLES ADVANTAGE	MAR'25 COPY&BREAKROOM SUPPLIES NON DEPARTMENTAL	104.56
NIEVES LANDSCAPE INC	APR'25 LANDSCAPE MAINTENANCE VISTA PARK	1,064.97
KYRSTI NICOLE ASHMALL	JAN'25-6.59 HRS-PIO/MAYOR OUTREACH	593.10
KYRSTI NICOLE ASHMALL	FEB'25-3.47 HRS-PUBLIC INFORMATION	312.30
KYRSTI NICOLE ASHMALL	MAR'25-3.52 HRS-PIO & MAYOR OUTREACH	316.80
US BANK PURCHASING CARD PROGRAM	EM 3/19 BLISS CW - F150 CAR WASH	35.00
CINTAS CORPORATION NO. 2	MAY'25 CH & STE 200 FIRST AID MAINT & SUPPLIES	198.91
STAPLES ADVANTAGE	APR'25 COPY&BREAKROOM SUPPLIES NON DEPARTMENTAL	346.33
VOYAGER FLEET SYSTEMS INC	JAN'25 VEHICLE FUEL- CITY	338.66
VOYAGER FLEET SYSTEMS INC	FEB'25 VEHICLE FUEL - CITY	534.06
VOYAGER FLEET SYSTEMS INC	MAR'25 VEHICLE FUEL - CITY	363.93
QUADIENT FINANCE USA, INC	QUADIENT POSTAGE - ADDED 4/03/25	500.00
US BANK PURCHASING CARD PROGRAM	LL 4/03 INSTACART - S&F CC MTG 4/2 SNACKS	115.93
US BANK PURCHASING CARD PROGRAM	LL 4/16 THAI BITE - CC MTG 4/6 DINNER	219.13
US BANK PURCHASING CARD PROGRAM	LL 4/02 OC WINE MART - CC MTG 4/2 DINNER	230.48
US BANK PURCHASING CARD PROGRAM	LL 3/27 COSTCO - BUSINESS DELIVERY	256.54
US BANK PURCHASING CARD PROGRAM	LL 3/27 PRIMO - WATER FILTRATION	61.16
MOULTON NIGUEL WATER DIST	ACCT#64101 VISTA WATER SVC	184.52
QUADIENT LEASING USA INC	3/01/25-5/28/25 POSTAGE MACHINE LEASE	590.39
NON-DEPARTMENTAL TOTAL:		8,748.80

C. S. ADMINISTRATION

CALPERS HEALTH	MAY'25 HW - HEALTH PREMIUM	158.00
CALPERS HEALTH	MAY'25 DP - HEALTH PREMIUM	158.00

Vendor Name	Description (Item)	Amount
CABCO YELLOW INC	MAR'25 SMP R&CS CONTRIBUTION	740.00
MICHAEL R JUE	GRAPHIC DESIGN-2025 SUMMER WEB BROCHURE/POSTCARD	2,193.75
SCOTT WAYNE BAKER	6/01/25 MOVIE NIGHT SCREEN/EQUIP & MOVIE LICENSE	1,150.00
SOLINK INC	2 SUMMER CAMP BANNERS	199.34
US BANK PURCHASING CARD PROGRAM	EM RCS 3/25 YELP – AVR PROMOTION	100.00
US BANK PURCHASING CARD PROGRAM	EM RCS 4/01 YELP – AVR PROMOTION	52.62
US BANK PURCHASING CARD PROGRAM	EM RCS 3/31 GOVTECH - NRPA GOV TECH AI TRAINING	76.88
US BANK PURCHASING CARD PROGRAM	EM RCS 4/04 CPRS - JOB POSTING	75.00
US BANK PURCHASING CARD PROGRAM	EM RCS 3/31 KIDS INCLUDED - INCLUSIVITY TRAINING	40.00
US BANK PURCHASING CARD PROGRAM	JB 3/31 THE LOCAL MOMS NTWK-SUMMER CAMP MARKETING	300.00
US BANK PURCHASING CARD PROGRAM	JB 3/31 COSTCO - GENERAL SUPPLIES	119.66
US BANK PURCHASING CARD PROGRAM	JB 3/31 DOLLAR TREE - GENERAL SUPPLIES	1.35
US BANK PURCHASING CARD PROGRAM	JNL 4/01 GOVTECH-REC PROGRAMMING WITH AI 4/29 ZOOM	76.88
US BANK PURCHASING CARD PROGRAM	JNL 4/01 GOVTECH-PARKS&REC REPORT/ANALYT 4/23 ZOOM	76.88
US BANK PURCHASING CARD PROGRAM	JNL 4/02 GOVTECH-HUMAN RESOURCES WITH AI 4/30 ZOOM	76.88
US BANK PURCHASING CARD PROGRAM	LL 3/31 FACEBK - INSTA POST	79.21
OAK GROVE PTA (PTA CALIF CONGRESS OF PARENTS & TEA...	5/16/25 OAK GROVE ALL-STAR BASH BOOTH	400.00
C. S. ADMINISTRATION TOTAL:		6,074.45
IGLESIA PARK		
NIEVES LANDSCAPE INC	APR'25 LANDSCAPE MAINTENANCE IGLESIA PARK	7,085.61
SO CAL EDISON	MAR'25 ACCT#7997 IGLESIA PARK ELECTRICITY	37.81
EL TORO WATER DISTRICT	3/11/25-4/09/25 MTR#411 IRRIG IGLESIA PARK WATER	339.58
EL TORO WATER DISTRICT	3/11/25-4/09/25 MTR#3499 IRRIG IGLESIA PARK WATER	357.73
IGLESIA PARK TOTAL:		7,820.73
IGLESIA BUILDING		
TEAM ONE MANAGEMENT SERVICES	MAR'25 IGLESIA JANITORIAL SERVICES	950.00
SONITROL ORANGE COUNTY LLC	APR'25 IGLESIA ACCESS CONTROL	114.86
SO CAL EDISON	MAR'25 ACCT#7997 IGLESIA BLDG ELECTRICITY	1,179.32
PV MAINTENANCE INC	APR'25 PVM IGLESIA PARK CC MAINTENANCE	193.00
TEAM ONE MANAGEMENT SERVICES	APR'25 IGLESIA JANITORIAL SERVICES	950.00
SONITROL ORANGE COUNTY LLC	MAY'25 IGLESIA ACCESS CONTROL	114.86
ZAPP PEST MANAGEMENT	MAR'25 PEST CONTROL IGLESIA BLDG	75.00
IRIS GROUP HOLDINGS LLC	5/17/25-8/16/25 IGLESIA ALARM MONITORING	163.50
EL TORO WATER DISTRICT	3/11/25-4/09/25 MTR#5016 IGLESIA PARK BLDG WATER	262.73
IGLESIA BUILDING TOTAL:		4,003.27
IGLESIA PARK COMMUNITY CENTER		
BOYS & GIRLS CLUB OF CAPISTRANO VALLEY	FEB'25 ELEMENTARY & TEEN KEYSTONE PROGRAM	13,000.00
BOYS & GIRLS CLUB OF CAPISTRANO VALLEY	MAR'25 ELEMENTARY & TEEN KEYSTONE PROGRAM	13,000.00
IGLESIA PARK COMMUNITY CENTER TOTAL:		26,000.00
PLANNING		
CALPERS HEALTH	MAY'25 MF - HEALTH PREMIUM	158.00
REBECCA J CAHA	MAR'25 AFFORD. HOUSING CONSULTANT SERVICES	1,612.50
KOSMONT & ASSOCIATES	MAR'25 CONSULTING SERVICES	4,322.50
US BANK PURCHASING CARD PROGRAM	SK 4/03 2025 ANNUAL CONFERENCE-CDBG 6/11-6/13 RR	746.75
US BANK PURCHASING CARD PROGRAM	SK 4/01 ALOFT - HOTEL APA CONF 3/28-4/01 MD	821.26
US BANK PURCHASING CARD PROGRAM	SK 3/31 THE WILD - F/D APA CONF 3/28-3/31 SK	20.82
US BANK PURCHASING CARD PROGRAM	SK 3/29 DAZBOG - F/D APA CONF 3/28-3/31 SK	7.94
US BANK PURCHASING CARD PROGRAM	SK 3/31 LE MERIDIEN - HOTEL APA CONF 3/28-3/31 SK	894.75
US BANK PURCHASING CARD PROGRAM	SK 4/02 APA LEGISLATIVE UPDATE 4/23 SK RR	51.75
US BANK PURCHASING CARD PROGRAM	SK 3/28 LE MERIDIEN - F/D APA CONF 3/28-3/31 SK	41.73
US BANK PURCHASING CARD PROGRAM	SK 3/29 CHERRY CRICKET - F/D APA CONF 3/28-3/31 SK	28.33
PLANNING TOTAL:		8,706.33
BUILDING		
CHARLES ABBOTT ASSOC INC	MAR'25 CAA CONTRACT SERVICES - BUILDING	47,860.90
STAPLES ADVANTAGE	MAR'25 PLNG OFFICE SUPPLIES	83.57
CHARLES ABBOTT ASSOC INC	NOV'24 CAA PUBLIC WORKS CONSULTING SVCS - GRADING	162.00
BUILDING TOTAL:		48,106.47
CODE ENFORCEMENT		
CHARLES ABBOTT ASSOC INC	MAR'25 CAA CONTRACT SERVICES - CODE ENFORCEMENT	7,947.50
US BANK PURCHASING CARD PROGRAM	SK 4/11 EXTRA SPACE - STORAGE CODE ENFORCEMENT	631.20
CODE ENFORCEMENT TOTAL:		8,578.70
ENGINEERING (GENERAL)		
MURPHY SWITCH OF CA	APR'25 MURCAL IOT SMARTCOMMAND MONITORING SERVICE	450.00

Vendor Name	Description (Item)	Amount
RICHARD FISHER ASSOCIATES	MAR'25 ON-CALL LANDSCAPE ARCH. & INSP. SVCS.	4,201.64
CHARLES ABBOTT ASSOC INC	MAR'25 CAA NPDES SERVICES	11,022.50
CHARLES ABBOTT ASSOC INC	MAR'25 CAA SOLID WASTE SERVICES	3,927.50
PV MAINTENANCE INC	MAY'25 PVM WAREHOUSE LEASE	1,035.00
MURPHY SWITCH OF CA	MAY'25 MURCAL IOT SMARTCOMMAND MONITORING SERVICE	450.00
AT&T	12/17/24-1/16/25 PUBLIC WORKS TABLETS	120.72
AT&T	2/17/25-3/16/25 PUBLIC WORKS TABLETS	120.72
AT&T	3/17/25-4/16/25 PUBLIC WORKS TABLETS	120.72
US BANK PURCHASING CARD PROGRAM	SP 4/09 OCTEC - APRIL MEETING QL	39.19
US BANK PURCHASING CARD PROGRAM	SP 4/08 ITE - ANNUAL CONFERENCE QL	675.00
US BANK PURCHASING CARD PROGRAM	SP 4/02 APWA - MEMBERSHIP RENEWAL SP	306.25
ENGINEERING (GENERAL) TOTAL:		22,469.24

STREET MAINTENANCE

CHARLES ABBOTT ASSOC INC	MAR'25 CAA STREET INVESTIGATIONS	6,063.75
US BANK PURCHASING CARD PROGRAM	EM 2/27 HOME DEPOT-GRAND PAVER WORK MATERIALS	86.78
US BANK PURCHASING CARD PROGRAM	EM 3/12 SEPULVEDA BLDG-GRAND PAVER WORK MATERIALS	475.39
US BANK PURCHASING CARD PROGRAM	EM 3/12 WHITE CAP - SIDEWALK DRAIN GRATES	79.71
US BANK PURCHASING CARD PROGRAM	EM 2/25 HOME DEPOT-MARKING&INTER PED HOUSING PAINT	61.81
PV MAINTENANCE INC	APR'25 PVM STREET MAINTENANCE MOE TAX	10,565.30
STREET MAINTENANCE TOTAL:		17,332.74

LAW ENFORCEMENT-CONTRACT

COUNTY OF ORANGE	MAY'25 LAW ENFORCEMENT/BODY CAMERAS/IN CAR VIDEO	892,517.60
LAW ENFORCEMENT-CONTRACT TOTAL:		892,517.60

LAW ENFORCEMENT-OTHER

ALL CITY MANAGEMENT SERVICES	3/30/25-4/12/25 229.42 HRS-CROSSING GUARD SERVICES	7,690.16
CITY OF SAN JUAN CAPISTRANO	2021 BMW POLICE MOTORCYCLE	9,000.00
ALL CITY MANAGEMENT SERVICES	4/13/25-4/26/25 459.6 HRS- CROSSING GUARD SERVICES	15,405.79
SEAVCO INC	APR'25 BMW REPAIR - LEVEL 2 SERVICE	930.39
SEAVCO INC	APR'25 BMW REPAIR - SWAP PIPE	161.10
AT&T	12/17/24-1/16/25 PALS PHONE LINE	45.59
AT&T	2/17/25-3/16/25 PALS PHONE LINE	45.47
AT&T	3/17/25-4/16/25 PALS PHONE LINE	16.14
US BANK PURCHASING CARD PROGRAM	RB 3/20 CHEVRON - FUEL	34.99
US BANK PURCHASING CARD PROGRAM	RB 3/18-19 JM TROPHIES -DIERCKMAN, CLINTON, STRUNK	163.04
US BANK PURCHASING CARD PROGRAM	RB 4/03 TERRA MIA PIZZERIA - OCSO STAFF MEETING	109.37
US BANK PURCHASING CARD PROGRAM	RB 4/14 JM TROPHIES - BRASS SHERIFF BADGES	36.56
US BANK PURCHASING CARD PROGRAM	RB 3/27 JM TROPHIES - BRASS UPDATES	46.27
US BANK PURCHASING CARD PROGRAM	RD 3/27 THE TOLL ROADS	575.00
LAW ENFORCEMENT-OTHER TOTAL:		34,259.87

ANIMAL CONTROL

CITY OF MISSION VIEJO	JAN-MAR'25 ANIMAL SERVICES	132,655.00
ANIMAL CONTROL TOTAL:		132,655.00

EOC

EVERBRIDGE, INC	NIXLE ENGAGE FOR TERM 2/22/25-2/21/26	5,974.00
EOC TOTAL:		5,974.00

GENERAL FUND TOTAL: 1,428,498.32

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NON-DEPARTMENTAL

PV MAINTENANCE INC	DEC'24 PVM CH MAINTENANCE	1,896.63
TEAM ONE MANAGEMENT SERVICES	MAR'25 CH JANITORIAL SERVICES	2,700.00
UNITED BUILDING AND DEVELOPMENT SERVICES LLC	MAR'25 CH STE 280 UNCLOG SINK AUGER & DRY WALL	2,400.00
SONITROL ORANGE COUNTY LLC	APR'25 CH INTRUSION DETECTION	400.80
SONITROL ORANGE COUNTY LLC	APR'25 CH ACCESS CONTROL	639.87
ENTRY CONTROL, INC	FEB'25 LOCKSMITH SERVICES - CH KEY DUPLICATES	29.52
NIEVES LANDSCAPE INC	APR'25 LANDSCAPE MAINTENANCE CH	701.73
DEPARTMENT OF INDUSTRIAL RELATIONS	MAR'25 CH CONVEYANCE - ELEVATOR	225.00
TEAM ONE MANAGEMENT SERVICES	APR'25 CH JANITORIAL SERVICES	2,700.00
SONITROL ORANGE COUNTY LLC	MAY'25 CH ACCESS CONTROL	639.87
SONITROL ORANGE COUNTY LLC	MAY'25 CH INTRUSION DETECTION	400.80
ZAPP PEST MANAGEMENT	MAR'25 PEST CONTROL SERVICES CH	75.00
FOSTERS' GARDENS INC	APR'25 CH INTERIOR PLANT MAINTENANCE	115.00
PACIFIC PARK II ASSOCIATION	MAY'25 CH ASO ASSOCIATION DUES	611.00

Vendor Name	Description (Item)	Amount
BRADY INDUSTRIES OF CALIFORNIA LLC	MAR'25 CH JANITORIAL SUPPLIES	1,090.48
THE GAS COMPANY	04/02/25-05/01/25 MTR#16122180 CH GAS SVC	161.98
SO CAL EDISON	APR'25 ACCT#7189 CH ELECTRICITY	3,768.13
US BANK PURCHASING CARD PROGRAM	KB 3/31 HOMEDEPOT - ACID FOR URINAL UNCLOG CH	17.22
US BANK PURCHASING CARD PROGRAM	KB 3/31 FERGUSON-PLUMBING SUPPLIES URINAL CH	124.30
MOULTON NIGUEL WATER DIST	ACCT#65408/65407/65406 CH WATER SVC	626.03
NON-DEPARTMENTAL TOTAL:		19,323.36
GEN. FD-CITY HALL TOTAL:		19,323.36

103 - GF-AV RECREATION SERVICES

CODY BROWNSTEIN	APR'25 REC1 REFUND-C BROWNSTEIN-SPR006-ADMIN FEE	5.00
CODY BROWNSTEIN	APR'25 REC1 REFUND-C BROWNSTEIN-SPR006-LOW ENROLL	224.00
RAQUEL SCARDINA	APR'25 REC1 REFUND-R SCARDINA-ADMIN FEE	5.00
RAQUEL SCARDINA	APR'25 REC1 REFUND-R SCARDINA-SPR047-LOW ENROLL	125.00
		359.00

RECREATION SERVICES

AT&T	2/22/25-3/21/25 AVR-ALARM/POTS LINE	1,268.31
CSG FORTE PAYMENTS, INC	MAR'25 CREDIT CARD SERVICE FEES - POS	1,564.26
CSG FORTE PAYMENTS, INC	MAR'25 CREDIT CARD SERVICE FEES - WEB	4,060.31
FITNESS WITH FLAVOR LLC	WINTER2025-RWS095/096 HIP HOP - 2 PARTICIPANTS	39.60
SOPHI ALBERT	WINTER2025-RWS400 PIANO-4 PARTICIPANTS	367.20
KIMBERLY KRANTZ	WINTER2025-RWS076 POETRY-4 PARTICIPANTS	132.00
JOHN DAVID ALLEN JR	WINTER2025-RWS127/066 TENNIS-15 PARTICIPANTS	501.00
FITNESS WITH FLAVOR LLC	WINTER2025-RWS148/333/149/088/089/091/092-31 PARTI	2,063.40
KIMBERLY DOWNEY ESMOND	WINTER2025-RWS019/020/017/016/103/104 DANCE-14 PAR	982.80
ROXANNE BELL	WINTER2025-RWS151 DANCE-2 PARTICIPANTS	224.00
HASA INC	FEB'25 QUARTERLY AQUAPONICS MAINT - FARM	200.00
SONITROL ORANGE COUNTY LLC	APR'25 AVCENTER AND AQC ACCESS CONTROL	131.46
SONITROL ORANGE COUNTY LLC	APR'25 AVR ACCESS CONTROL	674.35
PRITCHARD SUPPLY, INC	MAR'25 AVR ICE MACHINE REPAIR - WATER PUMP	809.69
PRITCHARD SUPPLY, INC	MAR'25 AVR ICE MACHINE REPAIR PART-KOLD DRAFT TANK	1,069.70
SWAY BALLROOM INC	WINTER2025-RWS140 DANCE-5 PARTICIPANTS	300.00
JENNIFER BALES	WINTER2025-RWS025 SONG&DANCE- 3 PARTICIPANTS	162.00
RUIHONG LI	WINTER2025-RWS167/169 YOGA-10 PARTICIPANTS	504.00
RONALD S. COHAN	WINTER2025-RWS158 TAI CHI-13 PARTICIPANTS	351.00
ANGIE DOROTHY ABAD	WINTER2025-RWS144/146 HULA-7 PARTICIPANTS	286.20
FIT FIRST LLC	WINTER2025 RWS900 MUSIC/RWS136 FIT FIRST-11 PARTIC	564.00
EPC PLAYTIME	WINTER2025-RWS050 SPORTS-5 PARTICIPANTS	402.00
TUMBLE-N-KIDS, INC	WINTER2025-RWS106/040/030/032/034/036GYMNASTICS-37	1,779.00
SKYHAWKS SPORTS ACADEMY, LLC	WINTER2025-RWS061/063 SOCCER-13PARTICIPANTS	577.20
WADORYU USA INC	WINTER2025-RWS112 KARATE- 2 PARTICIPANTS	126.00
CONSOLIDATED ELECTRICAL DISTRIBUTORS, INC	MAR'25 BOLLARD REPLACEMENT - AVR	3,070.51
L & O ALISO VIEJO, LLC	WINTER 2025-RWS203 PICKLEBALL-2 PARTICIPANTS	98.00
LAURELINDA HAUSSON	SPRING2025-SPR001/SPW007/SPW006/SPW005-31 PARTICIP	918.00
L & O ALISO VIEJO, LLC	SPRING2025- SPR716/SPR718 CAMP- 4 PARTICIPANTS	931.00
JENNIFER BALES	SPRING2025-SPR014 STORYTIME - 3 PARTICIPANTS	54.00
TEAM ONE MANAGEMENT SERVICES	MAR'25 AVR JANITORIAL SERVICES	5,000.00
CINTAS CORPORATION NO. 2	FEB'25 AVR FIRST AID SUPPLIES	150.60
CINTAS CORPORATION NO. 2	APR'25 AVR FIRST AID SUPPLIES	68.18
NIEVES LANDSCAPE INC	APR'25 LANDSCAPE MAINTENANCE AVR	2,341.86
HCI SYSTEMS, INC	FIRE SUPPRESSION INSPECTION TESTING AVR	440.00
GOTO COMMUNICATIONS	APR'25 AVR GOTO VOIP SERVICE & SUPPORT	669.98
TANGENT COMPUTERS INC	3/23/25-4/22/25 AVR O365 LICENSING AND SUPPORT	525.30
AARON FLORA	MAR'25 RENEWABLE FARMS	20,243.31
FACILITRON, INC.	WINTER 2025 2/02/25-4/06/25 ANHS TENNIS FACILITY	100.29
PV MAINTENANCE INC	APR'25 PVM AVR MAINTENANCE	193.00
MANHATTAN STITCHING COMPANY INC	R&CS STAFF APPAREL	4,585.84
MANHATTAN STITCHING COMPANY INC	2025 CITY DAY CAMP ATTIRE	1,105.52
SONITROL ORANGE COUNTY LLC	MAY'25 AVR ACCESS CONTROL	674.35
SONITROL ORANGE COUNTY LLC	MAY'25 AVCENTER AND AQC ACCESS CONTROL	131.46
ZAPP PEST MANAGEMENT	MAR'25 PEST CONTROL SERVICES AVR	95.00
AT&T	12/17/24-1/16/25 REC TABLET	40.24
AT&T	12/17/24-1/16/25 REC PHONE LINES	182.36
AT&T	2/17/25-3/16/25 REC TABLET	40.24

Vendor Name	Description (Item)	Amount
AT&T	2/17/25-3/16/25 REC PHONE LINES	182.38
AT&T	3/17/25-4/16/25 REC PHONE LINES	130.13
AT&T	3/17/25-4/16/25 REC TABLET	40.24
AT&T	APR'25 AVR AT&T INTERNET SERVICE	1,018.44
CONSOLIDATED ELECTRICAL DISTRIBUTORS, INC	APR'25 WIRE FISH TAPE SPOOL AND CARRIER - AVR	777.93
CONSOLIDATED ELECTRICAL DISTRIBUTORS, INC	APR'25 REWIRE AC CONDUIT 120FT - FARM	1,721.31
BREAKTHROUGH SPORTS LLC	SPRING2025-SPR040 BASKETBALL-9 PARTICIPANTS	448.20
RUIHONG LI	SPRING2025-SPR104/SPR106/SPR600 YOGA-10 PARTICIPAN	444.00
ANGIE DOROTHY ABAD	SPRING2025-SPR100/SPR102 HULA-8 PARTICIPANTS	342.00
MUSIC MOVES ACADEMY INC	SPRING2025-SPR018 MUSIC - 7 PARTICIPANTS	391.50
FITNESS WITH FLAVOR LLC	SPRING2025-SPR053/SPR054 HIP HOP -16 PARTICIPANTS	470.40
L & O ALISO VIEJO, LLC	SPRING2025 - SPR704 CPR/AED - 1 PARTICIPANT	31.50
ERNA VAN DYK	SPRING2025-SPR051 WATERCOLOR-6 PARTICIPANTS	126.00
L & O ALISO VIEJO, LLC	SPRING2025-SPR713 BOXING-2 PARTICIPANTS	28.00
FOSTERS' GARDENS INC	APR'25 AVR INTERIOR PLANT MAINTENANCE	110.00
L & O ALISO VIEJO, LLC	SPRING2025-SPR700 PICKLEBALL-2 PARTICIPANTS	98.00
STAPLES ADVANTAGE	APR'25 RCS OFFICE SUPPLIES	66.34
AT&T	MAR'25 AVR AT&T INTERNET SERVICE	1,018.44
GOTO COMMUNICATIONS	MAY'25 AVR GOTO VOIP SERVICE & SUPPORT	666.99
TANGENT COMPUTERS INC	4/23/25-5/22/25 AVR O365 LICENSING AND SUPPORT	525.30
US BANK PURCHASING CARD PROGRAM	JB 3/31 AQUARIUM - CDC WK 9 LB 8/07/25 - PARTIAL	299.60
US BANK PURCHASING CARD PROGRAM	KB 4/15 HOMEDEPOT- SOAP DISPENSER BATTERIES AVR	18.18
US BANK PURCHASING CARD PROGRAM	KB 3/25 HOMEDEPOT - ICE MACHINE REPAIR AVR	6.44
US BANK PURCHASING CARD PROGRAM	KB 4/09 HOMEDEPOT - AC REPAIR RE-WIRE	37.21
US BANK PURCHASING CARD PROGRAM	KB 4/11 HOMEDEPOT - AC REPAIR RE-WIRE	164.93
MOULTON NIGUEL WATER DIST	ACCT#105234/104936/104935/104986 RANCH WATER SVC	1,314.78
MOULTON NIGUEL WATER DIST	ACCT#104515/104519 FARM WATER SVC	288.52
RECREATION SERVICES TOTAL:		71,565.28
GF-AV RECREATION SERVICES TOTAL:		71,924.28

203 - GAS TAX

TRAFFIC ENGINEERING

HARTZOG & CRABILL INC	MAR'25 TRAFFIC SIGNAL MONITORING	2,058.75
RK ENGINEERING GROUP INC	MAR'25 TRAFFIC CALMING GUIDELINES	3,735.00
TRAFFIC ENGINEERING TOTAL:		5,793.75

STREET MAINTENANCE

NIEVES LANDSCAPE INC	APR'25 LANDSCAPE MAINTENANCE MEDIANS	1,641.51
SCA OF CA LLC	APR'25 STREET SWEEPING SERVICES	8,972.06
PV MAINTENANCE INC	APR'25 PVM STREET MAINTENANCE GAS TAX	11,176.26
BEAR ELECTRICAL SOLUTIONS INC	MAR'25 TRAFFIC SIGNAL MAINTENANCE RESPONSE	19,606.61
BEAR ELECTRICAL SOLUTIONS INC	MAR'25 TRAFFIC SIGNAL MAINTENANCE ROUTINE	3,225.90
UNDERGROUND SERVICE ALERT OF SOUTHERN CA	APR'25 USA DATABASE MAINT + 27 TICKETS	59.95
EL TORO WATER DISTRICT	3/11/25-4/09/25 MTR#5675 IRRIG CALLE CORTEZ WATER	112.38
SO CAL EDISON	APR'25 ACCT#6377 LS2 ST LIGHTS ELECTRICITY	1,281.54
SO CAL EDISON	APR'25 ACCT#7241 LS1 ST LIGHTS ELECTRICITY	18,291.78
SAN DIEGO GAS & ELECTRIC	MAR'25 ST LIGHTS & TRAFFIC CTRLRS	2,357.72
MOULTON NIGUEL WATER DIST	ACCT#64613/64615/65346 MEDIANS WATER SVC	337.29
STREET MAINTENANCE TOTAL:		67,063.00

GAS TAX TOTAL: 72,856.75

204 - MEASURE M

GEN-MEASURE M

CABCO YELLOW INC	MAR'25 M2 FUND TRANSPORTATION SVC	2,960.00
GEN-MEASURE M TOTAL:		2,960.00
MEASURE M TOTAL:		2,960.00

215 - PUBLIC SAFETY GRANTS

LAW ENFORCEMENT-OTHER

COUNTY OF ORANGE	MAR'25 AUTOMATED FINGERPRINT IDENTIFICATION SYSTEM	1,518.00
COUNTY OF ORANGE	APR-JUN'25 800 MHZ COST ALLOCATION	7,951.64
COUNTY OF ORANGE	APR'25 AUTOMATED FINGERPRINT IDENTIFICATION SYSTEM	1,518.00

Vendor Name	Description (Item)	Amount
COUNTY OF ORANGE	MAY'25 E CITATION/MDC EQUIPMENT	6,120.27
	LAW ENFORCEMENT-OTHER TOTAL:	17,107.91
	PUBLIC SAFETY GRANTS TOTAL:	17,107.91

225 - INTEGRATED WASTE MGMT FD

GEN-TECHNOLOGY GRANTS

CHARLES ABBOTT ASSOC INC	MAR'25 CAA CONTRACT SERVICES - SB1383	1,187.50
	GEN-TECHNOLOGY GRANTS TOTAL:	1,187.50

INTEGRATED WASTE MGMT FD TOTAL: 1,187.50

241 - TECHNOLOGY FUND

GEN-TECHNOLOGY GRANTS

GRANICUS INC	APR- JUN'25 GRANICUS WEBSTREAMING	4,599.56
ERIC WINTER	MAR'25 CC MTGS 3/5&3/19.SPRTS ZONE 21-24.ADMIN	1,366.95
REACH SPORTS MARKETING GROUP	6/01/25-5/31/26 DIGITAL SIGNAGE LICENSE RENEWAL	2,125.00
	GEN-TECHNOLOGY GRANTS TOTAL:	8,091.51

TECHNOLOGY FUND TOTAL: 8,091.51

251 - FEDERAL GRANTS

GEN-FEDERAL GRANT

MIKE LINARES INC	NOV'24 CDBG CONSULTANT SERVICES	1,210.00
MIKE LINARES INC	DEC'24 CDBG CONSULTANT SERVICES	1,182.50
FAMILY ASSISTANCE MINISTRIES	Q3 FY24-25 CDBG PROF SERVICES-TRANSITIONAL HOUSING	1,728.16
AGE WELL SENIOR SERVICES INC	JAN-MAR'25 CDBG MEALS ON WHEELS	1,840.00
FAIR HOUSING FOUNDATION	JAN-MAR'25 CDBG FAIR HOUSING SERVICES	888.82
SOUTH COUNTY OUTREACH	JAN-MAR'25 CDBG HUNGER & HOMELESSNESS PREVENTION	2,998.75
	GEN-FEDERAL GRANT TOTAL:	9,848.23

FEDERAL GRANTS TOTAL: 9,848.23

261 - CITY FAC.-AQUATIC CENTER

PREMIER AQUATIC SERVICES	MAY'25 AQC RETENTION FEES	(1,208.30)
		-1,208.30

GEN-AQUATIC CENTER

HASA INC	APR'25 AQC POOL CHEMICALS - ACID	78.60
HASA INC	APR'25 AQC POOL CHEMICALS - CHLORINE & ACID	1,055.47
RAPID FIRE SAFETY & SECURITY, LLC	OCT-DEC'24 AQC FIRE ALARM MONITORING	152.88
RAPID FIRE SAFETY & SECURITY, LLC	JAN-MAR'25 AQC FIRE ALARM MONITORING	152.88
RAPID FIRE SAFETY & SECURITY, LLC	APR-JUN'25 AQC FIRE ALARM MONITORING	152.88
TEAM ONE MANAGEMENT SERVICES	JAN'25 AQC JANITORIAL SERVICES	2,100.00
NIEVES LANDSCAPE INC	APR'25 LANDSCAPE MAINTENANCE AQC	944.42
TEAM ONE MANAGEMENT SERVICES	MAR'25 AQC JANITORIAL SERVICES	2,100.00
COX COMMUNICATIONS, INC	APR'25 ACCT#6701 AQC INTERNET	510.86
COX COMMUNICATIONS, INC	MAY'25 ACCT#6701 AQC INTERNET	510.23
ZAPP PEST MANAGEMENT	MAR'25 PEST CONTROL SERVICES AQC	75.00
PREMIER AQUATIC SERVICES	MAY'25 AQC MANAGEMENT FEES	12,083.00
AQUATIC TECHNOLOGIES, INC	MAR'25 POOL MAINTENANCE	2,693.00
AQUATIC TECHNOLOGIES, INC	APR'25 POOL MAINTENANCE	2,693.00
TEAM ONE MANAGEMENT SERVICES	APR'25 AQC JANITORIAL SERVICES	2,100.00
THE GAS COMPANY	04/03/25-05/02/25 MTR#15672349 AQC GAS SVC	2,188.30
US BANK PURCHASING CARD PROGRAM	KB 4/18 HOMEDEPOT - TILE REPAIR MENS RESTROOM AQC	39.48
US BANK PURCHASING CARD PROGRAM	KB 4/09 HOMEDEPOT-MASON BIT SIGN INSTALLATION SPA	27.23
US BANK PURCHASING CARD PROGRAM	KB 4/21 TILEMART - TILE REPAIR MENS RESTROOM AQC	26.11
MOULTON NIGUEL WATER DIST	ACCT#64095/64096 AQC WATER SVC	480.19
	GEN-AQUATIC CENTER TOTAL:	30,163.53

CITY FAC.-AQUATIC CENTER TOTAL: 28,955.23

311 - STREET IMPROVEMENTS

STREETS & HIGHWAYS

ENGINEERING RESOURCES OF SOUTHERN CALIFORNIA	MAR'25 ALISO VIEJO PARKWAY REHAB DESIGN	5,300.00
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Vendor Name	Description (Item)	Amount
CIVIL SOURCE, AN NV5 COMPANY	MAR'25 ALISO CREEK REHAB INSPECTION	7,738.72
	STREETS & HIGHWAYS TOTAL:	13,038.72
	STREET IMPROVEMENTS TOTAL:	13,038.72

331 - CAPITAL IMPROVEMENTS

CAPITAL IMPROVEMENTS

CREATIVE AIR MECHANICAL SERVICES, LLC	HVAC CITY HALL PROJECT - FINAL INVOICE	93,695.00
	CAPITAL IMPROVEMENTS TOTAL:	93,695.00
	CAPITAL IMPROVEMENTS TOTAL:	93,695.00

332 - STORM WATER

DRAINAGE IMPROVEMENTS

PV MAINTENANCE INC	APR'25 PVM WOOD CANYON WETLANDS MAINTENANCE	3,071.00
	DRAINAGE IMPROVEMENTS TOTAL:	3,071.00
	STORM WATER TOTAL:	3,071.00

GRAND TOTAL: 1,770,557.81

Fund Summary

Fund	Expense Amount	Payment Amount
101 - GENERAL FUND	1,428,498.32	1,428,498.32
102 - GEN. FD-CITY HALL	19,323.36	19,323.36
103 - GF-AV RECREATION SERVICES	71,924.28	71,924.28
203 - GAS TAX	72,856.75	72,856.75
204 - MEASURE M	2,960.00	2,960.00
215 - PUBLIC SAFETY GRANTS	17,107.91	17,107.91
225 - INTEGRATED WASTE MGMT FD	1,187.50	1,187.50
241 - TECHNOLOGY FUND	8,091.51	8,091.51
251 - FEDERAL GRANTS	9,848.23	9,848.23
261 - CITY FAC.-AQUATIC CENTER	28,955.23	28,955.23
311 - STREET IMPROVEMENTS	13,038.72	13,038.72
331 - CAPITAL IMPROVEMENTS	93,695.00	93,695.00
332 - STORM WATER	3,071.00	3,071.00
Grand Total:	1,770,557.81	1,770,557.81

Report Summary

Fund Summary

Fund	Payment Amount
101 - GENERAL FUND	1,428,498.32
102 - GEN. FD-CITY HALL	19,323.36
103 - GF-AV RECREATION SERVICES	71,924.28
203 - GAS TAX	72,856.75
204 - MEASURE M	2,960.00
215 - PUBLIC SAFETY GRANTS	17,107.91
225 - INTEGRATED WASTE MGMT FD	1,187.50
241 - TECHNOLOGY FUND	8,091.51
251 - FEDERAL GRANTS	9,848.23
261 - CITY FAC.-AQUATIC CENTER	28,955.23
311 - STREET IMPROVEMENTS	13,038.72
331 - CAPITAL IMPROVEMENTS	93,695.00
332 - STORM WATER	3,071.00
Grand Total:	1,770,557.81

Account Summary

Account Number	Account Name	Payment Amount
101-1203-000	ACCOUNTS RECEIVABLE	1,838.47
101-2505-000	DENTAL INSURANCE PA...	1,927.28
101-2506-000	MEDICAL INSURANCE P...	28,542.09
101-2507-000	LIFE INSURANCE PAYABLE	1,585.79
101-2508-000	VISION INSURANCE PAY...	298.39
101-2602-000	PLANNING DEPOSIT	11,194.00
101-2603-000	ENGINEERING DEPOSIT	5,262.50
101-2606-000	C & D DEPOSIT	2,000.00
101-32010	BUILDING PERMITS	307.00
101-32020	ELECTRICAL PERMITS	129.89
101-36420	SMIP	1,460.41
101-36425	CASP CERT/TRNG	61.90
101-36430	BUILDING STANDARD FE...	441.90
101-4-1101-4511-000	COMMUNICATION	592.00
101-4-1101-4601-000	SUPPLIES	33.50
101-4-1501-4206-000	MEDICAL INSURANCE	158.00
101-4-1501-4511-000	COMMUNICATION	402.07
101-4-1501-4520-000	MTGS/CONF./TRNG & D...	837.89
101-4-1501-4611-000	PUBLICATIONS/REF MAT...	31.92
101-4-1502-4302-000	ECONOMIC DEVELOPM...	1,598.00
101-4-1503-4309-000	OTHER CONTRACTUAL S...	437.90
101-4-1503-4520-000	MTGS/CONF./TRNG & D...	3,830.00
101-4-1601-4303-000	LEGAL NOTICES	1,715.77
101-4-1601-4520-000	MTGS/CONF./TRNG & D...	78.00
101-4-1601-4521-000	MEMBERSHIP & DUES	735.00
101-4-1601-4601-000	SUPPLIES	42.73
101-4-1601-4734-000	CODIFICATION	86.00
101-4-2101-4304-000	LEGAL SERVICES	24,150.00
101-4-2101-4532-000	SPECIAL PROJECTS	1,332.50
101-4-2101-4701-000	NPDES	651.00
101-4-2101-4731-000	GENERAL PLAN	1,878.50
101-4-2101-4733-000	ZONING CODE	942.50
101-4-2101-4735-000	LITIGATION	13,136.80
101-4-2501-4301-000	PROFESSIONAL SERVICES	8,269.44
101-4-2501-4305-000	TECHNOLOGY SERVICES	6,500.00
101-4-2501-4309-000	OTHER CONTRACTUAL S...	438.42
101-4-2501-4520-000	MTGS/CONF./TRNG & D...	350.00
101-4-3101-4301-000	PROFESSIONAL SERVICES	4,533.34
101-4-3101-4305-000	TECHNOLOGY SERVICES	16,924.49
101-4-3101-4481-000	COMPUTER EXPENSE	59,163.98

Account Summary

Account Number	Account Name	Payment Amount
101-4-3101-4520-000	MTGS/CONF./TRNG & D...	1,095.00
101-4-3101-4601-000	SUPPLIES	256.75
101-4-3501-4301-000	PROFESSIONAL SERVICES	1,222.20
101-4-3501-4421-000	EQUIPMENT RENTAL	590.39
101-4-3501-4422-000	EQUIP RENTAL LEASE - P...	622.07
101-4-3501-4431-000	BUILDING & GROUND M...	1,249.49
101-4-3501-4471-000	RENT	443.28
101-4-3501-4512-000	POSTAGE	500.00
101-4-3501-4516-000	FUEL	1,236.65
101-4-3501-4517-000	VEHICLE MAINTENANCE	35.00
101-4-3501-4542-000	INTEREST EXPENSE - LEA...	72.13
101-4-3501-4601-000	SUPPLIES	765.69
101-4-3501-4612-000	OPERATING SUPPLIES	2,011.90
101-4-4101-4206-000	MEDICAL INSURANCE	316.00
101-4-4101-4501-000	ADVERTISING & PROMO...	3,324.92
101-4-4101-4520-000	MTGS/CONF./TRNG & D...	422.52
101-4-4101-4524-000	RECREATION-SENIOR TR...	740.00
101-4-4101-4527-000	REC-CITY SPECIAL EVENTS	1,150.00
101-4-4101-4601-000	SUPPLIES	121.01
101-4-4102-4411-000	UTILITIES	735.12
101-4-4102-4431-000	BUILDING & GROUND M...	7,085.61
101-4-4103-4309-000	OTHER CONTRACTUAL S...	163.50
101-4-4103-4411-000	UTILITIES	1,442.05
101-4-4103-4431-000	BUILDING & GROUND M...	2,397.72
101-4-4104-4529-000	REC-YOUTH PROGRAMS	26,000.00
101-4-4401-4206-000	MEDICAL INSURANCE	158.00
101-4-4401-4309-000	OTHER CONTRACTUAL S...	5,935.00
101-4-4401-4520-000	MTGS/CONF./TRNG & D...	2,613.33
101-4-4402-4601-000	SUPPLIES	83.57
101-4-4402-4751-000	C.S-BUILDING	48,022.90
101-4-4403-4761-000	C.S-CODE ENFORCEMENT	8,578.70
101-4-4501-4471-000	RENT	1,035.00
101-4-4501-4520-000	MTGS/CONF/TRNG & D...	714.19
101-4-4501-4521-000	MEMBERSHIP & DUES	306.25
101-4-4501-4612-000	OPERATING SUPPLIES	362.16
101-4-4501-4701-000	NPDES	11,922.50
101-4-4501-4702-000	AB939-SOLID WASTE	3,927.50
101-4-4501-4741-000	C.S-CITY ENGINEERING	4,201.64
101-4-4503-4771-000	C.S-STREET MAINTENAN...	17,332.74
101-4-5101-4308-000	LAW ENFORCEMENT	892,517.60
101-4-5102-4511-000	COMMUNICATION	107.20
101-4-5102-4516-000	FUEL	609.99
101-4-5102-4517-000	VEHICLE MAINTENANCE	1,091.49
101-4-5102-4520-000	MTGS/CONF./TRNG & D...	109.37
101-4-5102-4612-000	OPERATING SUPPLIES	245.87
101-4-5102-4721-000	C.S-CROSSING GUARDS	23,095.95
101-4-5102-4803-000	PUBLIC SAFETY EQUIPM...	9,000.00
101-4-5301-4722-000	C.S-ANIMAL CARE SERVI...	132,655.00
101-4-5401-4612-000	OPERATING SUPPLIES	5,974.00
102-4-3501-4411-000	UTILITIES	4,556.14
102-4-3501-4431-000	BUILDING & GROUND M...	14,542.22
102-4-3501-4561-000	TAXES/FEES/PERMITS	225.00
103-34150	OTHER INCOME	10.00
103-34161	CONTRACT CLASSES	349.00
103-4-4105-4305-000	TECHNOLOGY SERVICES	7,744.38
103-4-4105-4309-000	OTHER CONTRACTUAL S...	13,842.29
103-4-4105-4411-000	UTILITIES	1,314.78
103-4-4105-4431-000	BUILDING & GROUND M...	13,694.45

Account Summary

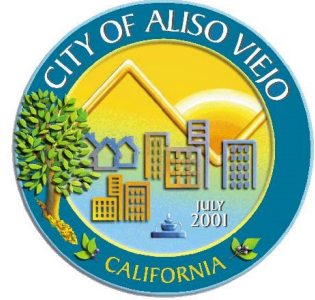
Account Number	Account Name	Payment Amount
103-4-4105-4451-000	FARM OPERATING EXPE...	22,453.14
103-4-4105-4511-000	COMMUNICATION	615.59
103-4-4105-4561-000	TAXES/FEES/PERMITS	5,624.57
103-4-4105-4570-000	CITY CAMP EXPENSE	1,405.12
103-4-4105-4601-000	SUPPLIES	285.12
103-4-4105-4612-000	OPERATING SUPPLIES	4,585.84
203-4-4502-4301-000	PROFESSIONAL SERVICES	5,793.75
203-4-4503-4411-000	UTILITIES	22,380.71
203-4-4503-4771-000	C.S-STREET MAINTENAN...	35,710.23
203-4-4503-4772-000	C.S-STREET SWEEPING	8,972.06
204-4-6104-4309-000	OTHER CONTRACTUAL S...	2,960.00
215-4-5102-4803-000	PUBLIC SAFETY EQUIPM...	17,107.91
225-4-6141-4309-000	OTHER CONTRACTUAL S...	1,187.50
241-4-6141-4309-000	OTHER CONTRACTUAL S...	1,366.95
241-4-6141-4481-000	IT/COMPUTER EQUIPM...	6,724.56
251-4-6151-4309-000	OTHER CONTRACTUAL S...	9,848.23
261-2103-000	RETENTIONS PAYABLE	-1,208.30
261-4-6161-7401-000	EQUIPMENT MAINTENA...	5,386.00
261-4-6161-7411-000	UTILITIES	3,689.58
261-4-6161-7421-000	BUILDING & GROUND M...	7,870.88
261-4-6161-7425-000	POOL MAINTENANCE	1,134.07
261-4-6161-7451-000	MANAGEMENT FEES	12,083.00
311-4-8301-5501-000	DESIGN	5,300.00
311-4-8301-5601-000	CONSTRUCTION MANA...	7,738.72
331-4-8701-5910-000	IMPROVEMENTS	93,695.00
332-4-8601-5911-000	REHABILITATION	3,071.00
Grand Total:		1,770,557.81

Project Account Summary

Project Account Key	Payment Amount
None	1,627,296.14
0305911	3,071.00
0635910	93,695.00
1002SPRING	4,282.60
1002WINTER	9,559.69
1345601	7,738.72
1385501	5,300.00
9014612	565.54
9974570	1,405.12
DRP-2025-00002	2,890.00
ENG 2252	296.25
ENG 2254	525.00
ENG 2256	2,420.00
ENG 5002	472.50
ENG 5004	157.50
ENG 5005	708.75
ENG 5049	682.50
PA 20-014	2,324.00
SB13834309	1,187.50
SDP-2024-00001	2,150.00
SDP-2024-00002	3,115.00
USE-2024-00003	715.00
Grand Total:	1,770,557.81

City of Aliso Viejo

AGENDA ITEM



DATE: May 21, 2025

TO: Mayor and City Council

FROM: Shaun Pelletier, City Engineer

SUBJECT: CONTRACT WITH SAVI CONSTRUCTION, INC. FOR THE FY24-25 ADA CURB RAMP PROJECT - CDBG

Recommended Actions:

1. Approve Contract Documents, Specifications, and Plans for the FY24-25 ADA Curb Ramp Project - CDBG;
2. Award a contract in the amount of \$248,800.00 to Savi Construction, Inc. as the lowest responsible bidder for the FY24-25 ADA Curb Ramp Project - CDBG;
3. Authorize the City Manager to execute a contract with Savi Construction, Inc.;
4. Authorize City staff to make total compensation to Savi Construction Inc. up to \$248,800.00 plus \$24,880.00 (10% of the contract amount) to allow for contingencies, totaling \$273,680.00; 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).

Fiscal Impact:

Total fiscal impact will be approximately \$313,680 including construction (\$248,800), contingency (\$24,880), and construction management (\$40,000). The adopted fiscal year 2024-25 Capital Improvement Plan (CIP) budget includes \$250,581 in CDBG funding for construction, construction management, and contingency. The balance of \$63,099 will be covered with Measure M Funding.

Background:

The City advertised for bids through March 26, 2025 and multiple online plan rooms were used. Eleven contractors requested and received construction documents for the work.

The City received and opened seven bids at 2:00 P.M. on March 26, 2025. The total amounts for each of the bids received are as follows:

<u>Contractor</u>	<u>Base Bid</u>
1. Premo Construction	\$301,570*
2. Savi Construction, Inc.	\$248,800
3. CT&T	\$257,321
4. Hardy and Harper	\$259,000
5. Gentry General Engineering	\$260,117
6. Carter Enterprises	\$321,000
7. S&H Civil Works	Non-Responsive

During the bid opening, Premo Construction initially appeared to be the lowest bidder, submitting a bid of \$192,570. However, their bid item "Traffic Control" was listed with a unit price of \$121,470, while the item cost was stated as \$12,470. Although Premo Construction acknowledged this as a typographical error, in cases of discrepancies between the unit price and the item cost for unit-based items, the unit price prevails and is used to determine the lowest responsive and responsible bidder. As a result, Premo Construction's corrected bid amount was determined to be \$301,570. S&H Civil Works did not submit the first sheet of the bid schedule.

City staff has reviewed the bid from the next lowest bidder, Savi Construction, Inc., and the bid appears to be responsive and complete.

This project is exempt from the CEQA process since it is maintaining existing facilities.

Discussion:

The engineer's estimate for this base bid work was about \$242,000. The average bid item costs were comparable to the engineer's estimate.

Savi Construction Inc. recently completed a similar concrete project with the City of Huntington Beach. They are a new company and have not completed many other public works improvement projects.

Staff requests authorization for payments to Savi Construction, Inc. up to \$273,680 (10% above the contract amount) to cover for contingencies such as overages on quantities and additional work requested by the City. Before construction begins, ramps can be deleted from the project to reduce the total contract amount to achieve the original \$250,581 budget.

The schedule for this project is as follows:

- Advertise for bids	March 6 – March 26, 2025
- Bids due	March 26, 2025
- Council approves award of contract	May 21, 2025
- Notice to Proceed	June 23, 2025
- Start construction	June 23, 2025
- Complete construction (15 working days)	July 14, 2025

Attachments:

1. Contract with Savi Construction, Inc.
2. Savi Construction, Inc. Submitted Bid

SECTION 00500
CONTRACT
FY24-25 ADA CURB RAMP PROJECT - CDBG

CONTRACT

THIS CONTRACT is made this ____ day of _____, 2025, in the County of Orange, State of California, by and between the City of Aliso Viejo hereinafter called City, and Savi Construction, Inc., hereinafter called Contractor. City and the Contractor for the considerations stated herein agree as follows:

ARTICLE 1. SCOPE OF WORK. The Contractor shall perform all Work within the time stipulated the Contract and shall provide all labor, materials, equipment, tools, utility services, and transportation to complete all of the Work required in strict compliance with the Contract Documents as specified in Article 5 below for the following Project:

FY24-25 ADA Curb Ramp Project - CDBG

The Contractor and its surety shall be liable to City for any damages arising as a result of the Contractor's failure to comply with this obligation.

ARTICLE 2. TIME FOR COMPLETION. The Work shall be commenced on the date stated in City's Notice to Proceed. The Contractor shall complete all Work required by the Contract Documents within fifteen (15) working days from the commencement date stated in the Notice to Proceed. By its signature hereunder, Contractor agrees the time for completion set forth above is adequate and reasonable to complete the Work.

ARTICLE 3. CONTRACT PRICE. City shall pay to the Contractor as full compensation for the performance of the Contract, subject to any additions or deductions as provided in the Contract Documents, and including all applicable taxes and costs, the sum of **Two Hundred Forty Eight Thousand, Eight Hundred Dollars (\$248,800.00)**. Payment shall be made as set forth in the General Conditions.

At any time during the term of the Contract, City may, pursuant to the terms and provisions of the Contract Documents, request that the Contractor perform additional work. Contractor shall not perform, nor be compensated for, additional work without written authorization from the City pursuant to the terms and provisions of the Contract Documents. Notwithstanding any other provisions of the Contract Documents, for contracts in excess of \$25,000.00, the City Manager may approve additional work not to exceed 10% of the original Contract amount, (**Twenty Four Thousand, Eight Hundred Eighty Dollars (\$24,880.00)**), as set forth in this Article 3. Any additional work in excess of this amount shall be approved by the City Council.

ARTICLE 4. LIQUIDATED DAMAGES. In accordance with Government Code section 53069.85, it is agreed that the Contractor will pay City the sum of **\$500** for each and every calendar day of delay beyond the time prescribed in the Contract Documents for finishing the Work, as Liquidated Damages and not as a penalty or forfeiture. In the event this is not paid, the Contractor agrees City may deduct that amount from any money due or that may become due the Contractor under the Contract. This Article does not exclude recovery of other damages specified in the Contract Documents.

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CONTRACT
CONTRACT - 1

SECTION 00500
CONTRACT
FY24-25 ADA CURB RAMP PROJECT - CDBG

ARTICLE 5. COMPONENT PARTS OF THE CONTRACT. The "Contract Documents" include the following:

- Notice Inviting Bids
- Instructions to Bidders
- Bid Form
- Contractor's Certificate Regarding Workers' Compensation
- Bid Bond
- Designation of Subcontractors
- Information Required of Bidders
- Noncollusion Declaration form
- Contract
- Performance Bond
- Payment Bond
- General Conditions
- Special Conditions
- Technical Specifications
- Addenda
- Plans and Drawings
- Approved and fully executed change orders
- Any other documents contained in or incorporated into the Contract

The Contactor shall complete the Work in strict accordance with all of the Contract Documents.

All of the Contract Documents are intended to be complementary. Work required by one of the Contract Documents and not by others shall be done as if required by all. This Contract shall supersede any prior agreement of the parties.

ARTICLE 6. PROVISIONS REQUIRED BY LAW. Each and every provision of law required to be included in these Contract Documents shall be deemed to be included in these Contract Documents. The Contractor shall comply with all requirements of the California Labor Code applicable to this Project.

ARTICLE 7. INDEMNIFICATION. Contractor shall provide indemnification as set forth in the General Conditions.

ARTICLE 8. PREVAILING WAGES. Contractor shall be required to pay the prevailing rate of wages in accordance with the Labor Code which such rates shall be made available at the office of the City Engineer or may be obtained online at <http://www.dir.ca.gov/dlsr> and <https://sam.gov/wage-determinations>. and which must be posted at the job site.

ARTICLE 9. DECLARATION OF POLITICAL CONTRIBUTIONS. Prior to the City's approval of this Contract, 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

SECTION 00500
CONTRACT
CONTRACT - 2

SECTION 00500
CONTRACT
FY24-25 ADA CURB RAMP PROJECT - CDBG

the previous twelve-month period by the Contractor and all of Contractor 's employees, including any employee(s) that Contractor intends to assign to perform work on the Project.

IN WITNESS WHEREOF, this Contract has been duly executed by the above-named parties, on the day and year above written.

CITY OF ALISO VIEJO

SAVI CONSTRUCTION, INC.

By: _____
Mitzi Ortiz
City Manager

By: _____
RAMESH BACHUVALA, PRESIDENT

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

Attest:

By: _____
RAMESH BACHUVALA, SECRETARY

By: _____
Janet Martinez
City Clerk

Classification of Contractor's License

Approved as to Form:

By: _____
Best Best & Krieger LLP
City Attorney

Approved as to Compliance with Budget:

By: _____
Ann Eifert
Director of Financial Services

SECTION 00500
CONTRACT
CONTRACT - 3

SECTION 00500
CONTRACT
FY24-25 ADA CURB RAMP PROJECT - CDBG

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 Contractor and all of Contractor's employees, including any employee(s) that applicant intends to assign to perform work on the Project:

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 CONTRACT AND MUST BE SIGNED AND ATTACHED HERETO.

END OF CONTRACT

SECTION 00500
CONTRACT
CONTRACT - 4

SECTION 00610
PERFORMANCE BOND
FY24-25 ADA CURB RAMP PROJECT - CDBG

PERFORMANCE BOND

KNOW ALL PERSONS BY THESE PRESENTS:

THAT WHEREAS, the City of Aliso Viejo (hereinafter referred to as "City") has awarded to _____, (hereinafter referred to as the "Contractor") _____ an agreement for **FY24-25 ADA Curb Ramp Project – CDBG** (hereinafter referred to as the "Project").

WHEREAS, the work to be performed by the Contractor is more particularly set forth in the Contract Documents for the Project dated **March 2025**, (hereinafter referred to as "Contract Documents"), the terms and conditions of which are expressly incorporated herein by reference; and

WHEREAS, the Contractor is required by said Contract Documents to perform the terms thereof and to furnish a bond for the faithful performance of said Contract Documents.

NOW, THEREFORE, we, _____, the undersigned Contractor and _____ as Surety, a corporation organized and duly authorized to transact business under the laws of the State of California, are held and firmly bound unto City in the sum of _____ DOLLARS, (\$_____), said sum being not less than one hundred percent (100%) of the total amount of the Contract, for which amount well and truly to be made, we bind ourselves, our heirs, executors and administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH, that, if the Contractor, his or its heirs, executors, administrators, successors or assigns, shall in all things stand to and abide by, and well and truly keep and perform the covenants, conditions and agreements in the Contract Documents and any alteration thereof made as therein provided, on its part, to be kept and performed at the time and in the manner therein specified, and in all respects according to their intent and meaning; and shall faithfully fulfill all obligations including the one-year guarantee of all materials and workmanship; and shall indemnify and save harmless City, its officers and agents, as stipulated in said Contract Documents, then this obligation shall become null and void; otherwise it shall be and remain in full force and effect.

As a part of the obligation secured hereby and in addition to the face amount specified therefore, there shall be included costs and reasonable expenses and fees including reasonable attorney's fees, incurred by City in enforcing such obligation.

As a condition precedent to the satisfactory completion of the Contract Documents, unless otherwise provided for in the Contract Documents, the above obligation shall hold good for a period of one (1) year after the acceptance of the work by City, during which time if Contractor shall fail to make full, complete, and satisfactory repair and replacements and totally protect City from loss or damage resulting from or caused by defective materials or faulty workmanship, the above obligation in penal sum thereof shall remain in full force and effect. The obligations of Surety hereunder shall continue so long as any obligation of Contractor remains. Nothing herein shall limit City's rights or the Contractor or Surety's obligations under

SECTION 00610
PERFORMANCE BOND
CONTRACT - 5

SECTION 00610
PERFORMANCE BOND
FY24-25 ADA CURB RAMP PROJECT - CDBG

the Contract, law or equity, including, but not limited to, California Code of Civil Procedure section 337.15.

Whenever Contractor shall be, and is declared by City to be, in default under the Contract Documents, the Surety shall remedy the default pursuant to the Contract Documents, or shall promptly, at City's option:

- (1) Take over and complete the Project in accordance with all terms and conditions in the Contract Documents; or
- (2) Obtain a bid or bids for completing the Project in accordance with all terms and conditions in the Contract Documents and upon determination by Surety of the lowest responsive and responsible bidder, arrange for a Contract between such bidder, the Surety and City, and make available as work progresses sufficient funds to pay the cost of completion of the Project, less the balance of the contract price, including other costs and damages for which Surety may be liable. The term "balance of the contract price" as used in this paragraph shall mean the total amount payable to Contractor by City under the Contract and any modification thereto, less any amount previously paid by City to the Contractor and any other set offs pursuant to the Contract Documents.
- (3) Permit City to complete the Project in any manner consistent with California law and make available as work progresses sufficient funds to pay the cost of completion of the Project, less the balance of the contract price, including other costs and damages for which Surety may be liable. The term "balance of the contract price" as used in this paragraph shall mean the total amount payable to Contractor by City under the Contract and any modification thereto, less any amount previously paid by City to the Contractor and any other set offs pursuant to the Contract Documents.

Surety expressly agrees that City may reject any contractor or subcontractor which may be proposed by Surety in fulfillment of its obligations in the event of default by the Contractor.

Surety shall not utilize Contractor in completing the Project nor shall Surety accept a bid from Contractor for completion of the Project if City, when declaring the Contractor in default, notifies Surety of City's objection to Contractor's further participation in the completion of the Project.

The Surety, for value received, hereby stipulates and agrees that no change, extension of time, alteration or addition to the terms of the Contract Documents or to the Project to be performed thereunder shall in any way affect its obligations on this bond, and it does hereby waive notice of any such change, extension of time, alteration or addition to the terms of the Contract Documents or to the Project.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this _____ day of _____, 20__.

SECTION 00610
PERFORMANCE BOND
CONTRACT - 6

SECTION 00610
PERFORMANCE BOND
FY24-25 ADA CURB RAMP PROJECT - CDBG

(Corporate Seal)

Contractor/ Principal

By _____

Title _____

(Corporate Seal)

Surety

By _____
Attorney-in-Fact

(Attach Attorney-in-Fact Certificate)

Title _____

The rate of premium on this bond is _____ per thousand. The total amount of premium charges, \$_____.
(The above must be filled in by corporate attorney.)

THIS IS A REQUIRED FORM

Any claims under this bond may be addressed to:

(Name and Address of Surety)

(Name and Address of Agent or Representative for service of process in California, if different from above)

(Telephone number of Surety and Agent or Representative for service of process in California)

SECTION 00610
PERFORMANCE BOND
FY24-25 ADA CURB RAMP PROJECT - CDBG

Notary Acknowledgment

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA
COUNTY OF _____

On _____, 20____, before me, _____, Notary Public, personally
appeared _____, who proved to me on the basis of satisfactory

evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature of Notary Public

OPTIONAL

*Though the information below is not required by law, it may prove valuable to persons relying on the document
and could prevent fraudulent removal and reattachment of this form to another document.*

CAPACITY CLAIMED BY SIGNER

DESCRIPTION OF ATTACHED DOCUMENT

- ☐ Individual
☐ Corporate Officer

Title(s)

- ☐ Partner(s) ☐ Limited
 ☐ General

- ☐ Attorney-In-Fact
☐ Trustee(s)
☐ Guardian/Conservator
☐ Other:

Signer is representing:
Name Of Person(s) Or Entity(ies)

Title or Type of Document

Number of Pages

Date of Document

Signer(s) Other Than Named Above

SECTION 00610
PERFORMANCE BOND
FY24-25 ADA CURB RAMP PROJECT - CDBG

NOTE: A copy of the Power-of-Attorney to local representatives of the bonding company must be attached hereto.

END OF PERFORMANCE BOND FORM

SECTION 00610
PERFORMANCE BOND
CONTRACT - 9

SECTION 00620
PAYMENT BOND
FY24-25 ADA CURB RAMP PROJECT - CDBG

PAYMENT BOND

KNOW ALL MEN BY THESE PRESENTS that:

WHEREAS, the City of Aliso Viejo (hereinafter designated as "City"), by action taken or a resolution passed _____, 20____ has awarded to _____ hereinafter designated as the "Principal," a contract for the work described as follows: **FY24-25 ADA Curb Ramp Project - CDBG** (the "Project"); and

WHEREAS, said Principal is required to furnish a bond in connection with said contract; providing that if said Principal or any of its Subcontractors shall fail to pay for any materials, provisions, provender, equipment, or other supplies used in, upon, for or about the performance of the work contracted to be done, or for any work or labor done thereon of any kind, or for amounts due under the Unemployment Insurance Code or for any amounts required to be deducted, withheld, and paid over to the Employment Development Department from the wages of employees of said Principal and its Subcontractors with respect to such work or labor the Surety on this bond will pay for the same to the extent hereinafter set forth.

NOW THEREFORE, we, the Principal and _____ as Surety, are held and firmly bound unto City in the penal sum of _____ Dollars (\$_____) lawful money of the United States of America, for the payment of which sum well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that if said Principal, his or its subcontractors, heirs, executors, administrators, successors or assigns, shall fail to pay any of the persons named in Section 3181 of the Civil Code, fail to pay for any materials, provisions or other supplies, used in, upon, for or about the performance of the work contracted to be done, or for any work or labor thereon of any kind, or amounts due under the Unemployment Insurance Code with respect to work or labor performed under the contract, or for any amounts required to be deducted, withheld, and paid over to the Employment Development Department or Franchise Tax Board from the wages of employees of the contractor and his subcontractors pursuant to Section 18663 of the Revenue and Taxation Code, with respect to such work and labor the Surety or Sureties will pay for the same, in an amount not exceeding the sum herein above specified, and also, in case suit is brought upon this bond, all litigation expenses incurred by City in such suit, including reasonable attorneys' fees, court costs, expert witness fees and investigation expenses.

This bond shall inure to the benefit of any of the persons named in Section 3181 of the Civil Code so as to give a right of action to such persons or their assigns in any suit brought upon this bond.

It is further stipulated and agreed that the Surety on this bond shall not be exonerated or released from the obligation of this bond by any change, extension of time for performance, addition, alteration or modification in, to, or of any contract, plans, specifications, or agreement pertaining or relating to any scheme or work of improvement herein above described, or pertaining or relating to the furnishing of labor, materials, or equipment therefore, nor by any change or modification of any terms of payment or extension of the time for any payment pertaining or relating to any scheme or work of improvement herein above described, nor by any rescission or attempted rescission or attempted rescission of the contract, agreement or bond,

SECTION 00620
PAYMENT BOND
CONTRACT - 10

SECTION 00620
PAYMENT BOND
FY24-25 ADA CURB RAMP PROJECT - CDBG

nor by any conditions precedent or subsequent in the bond attempting to limit the right of recovery of claimants otherwise entitled to recover under any such contract or agreement or under the bond, nor by any fraud practiced by any person other than the claimant seeking to recover on the bond and that this bond be construed most strongly against the Surety and in favor of all persons for whose benefit such bond is given, and under no circumstances shall Surety be released from liability to those for whose benefit such bond has been given, by reason of any breach of contract between the owner or City and original contractor or on the part of any obligee named in such bond, but the sole conditions of recovery shall be that claimant is a person described in Section 3110 or 3112 of the Civil Code, and has not been paid the full amount of his claim and that Surety does hereby waive notice of any such change, extension of time, addition, alteration or modification herein mentioned.

IN WITNESS WHEREOF, we have hereunto set our hands and seals this _____ day of _____, 20__.

(Corporate Seal)

Contractor/ Principal

By _____

Title _____

(Corporate Seal)

Surety

By _____
Attorney-in-Fact

(Attach Attorney-in-Fact Certificate)

Title _____

**SECTION 00620
PAYMENT BOND
FY24-25 ADA CURB RAMP PROJECT - CDBG**

Notary Acknowledgment

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA
COUNTY OF _____

On _____, 20____, before me, _____, Notary Public, personally
appeared _____, who proved to me on the basis of satisfactory

evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature of Notary Public

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.

CAPACITY CLAIMED BY SIGNER

DESCRIPTION OF ATTACHED DOCUMENT

- ☐ Individual
☐ Corporate Officer

Title(s)

- ☐ Partner(s) ☐ Limited
 ☐ General

- ☐ Attorney-In-Fact
☐ Trustee(s)
☐ Guardian/Conservator
☐ Other:

Signer is representing:
Name Of Person(s) Or Entity(ies)

Title or Type of Document

Number of Pages

Date of Document

Signer(s) Other Than Named Above

**SECTION 00620
PAYMENT BOND
FY24-25 ADA CURB RAMP PROJECT - CDBG**

NOTE: A copy of the Power-of-Attorney to local representatives of the bonding company must be attached hereto.

END OF PAYMENT BOND FORM

**SECTION 00620
PAYMENT BOND
CONTRACT - 13**

SECTION 00400
BID FORM
FY24-25 ADA CURB RAMP PROJECT - CDBG

BID FORM

NAME OF BIDDER: Ramesh Bachuvala

The undersigned, hereby declare that we have carefully examined the location of the proposed Work, and have read and examined the Contract Documents, including all plans, specifications, and all addenda, if any, for the following Project:

FY24-25 ADA Curb Ramp Project - CDBG

We hereby propose to furnish all labor, materials, equipment, tools, transportation, and services, and to discharge all duties and obligations necessary and required to perform and complete the Project for the following UNIT PRICES:

BID SCHEDULE

NO.	ITEM DESCRIPTION	UNIT OF MEASURE	EST. QTY.	UNIT PRICE	ITEM COST
1	Mobilization	1	LS	13,500	13,500
2	Traffic Control	1	LS	6000	6000
3	WPCP	1	LS	4500	4500
4	Remove and Replace Curb Ramp with Truncated Domes	27	EA	7500	202,500
5	Install New Detectable Warning Surface	9	EA	700	6,300
6	Remove and Construct 4" PCC Sidewalk	1000	SF	16	16,000

In case of discrepancy between the unit price and the item cost set forth for a unit basis item, the unit price shall prevail and, shall be utilized as the basis for determining the lowest responsive, responsible bidder. However, if the amount set forth as a unit price is ambiguous, unintelligible or uncertain for any cause, or is omitted, or is the same amount as the entry in the "Item Cost" column, then the amount set forth in the "Item Cost" column for the item shall prevail and shall be divided by the estimated quantity for the item and the price thus obtained shall be the unit price. Final payment shall be determined by the Engineer from measured quantities of work performed based upon the unit price.

TOTAL BID PRICE (BASED ON BID SCHEDULE TOTAL OF UNIT PRICES):

\$ 248,800
Total Bid Price in Numbers

SECTION 00400
BID FORM
BID - 1

SECTION 00400
BID FORM
FY24-25 ADA CURB RAMP PROJECT - CDBG

Total Bid Price in Written Form

ALTERNATE BID SCHEDULE

NO.	ITEM DESCRIPTION	UNIT OF MEASURE	EST. QTY.	UNIT PRICE	ITEM COST
A1	Remove and Reconstruct Curb Ramp with Truncated Domes (Wood Canyon/Knowlwood)	EA	2	7500	15,000
A2	Remove and Reconstruct Curb Ramp with Truncated Domes (Aliso Viejo Parkway/Grand)	EA	2	7500	15,000
A3	Remove and Reconstruct Curb Ramp with Truncated Domes (Grand/Erica)	EA	2	7500	15,000
A4	Remove and Reconstruct Curb Ramp with Truncated Domes (Grand/Parisville)	EA	2	7500	15,000

In case of discrepancy between the written price and the numerical price, the written price shall prevail.

The undersigned agrees that this Bid Form constitutes a firm offer to City which cannot be withdrawn for the number of calendar days indicated in the Notice Inviting Bids from and after the bid opening, or until a Contract for the Work is fully executed by City and a third party, whichever is earlier.

The Contract duration shall commence on the date stated in City's Notice to Proceed, and shall be completed by the Contractor in the time specified in the Contract Documents. In no case shall the Contractor commence construction prior to the date stated in City's Notice to Proceed.

Bidder certifies that it is licensed in accordance with the law providing for the registration of Contractors, License No. 1116157, Expiration Date 4/30/26, class of license A, DIR Public Works Contractor Registration No. 2000001284. If the bidder is a joint venture, each member of the joint venture must include the above information.

The undersigned acknowledges receipt, understanding and full consideration of the following addenda to the Contract Documents.

Addenda No. NA

Addenda No. NA

SECTION 00400
BID FORM
BID - 2

SECTION 00400
BID FORM
FY24-25 ADA CURB RAMP PROJECT - CDBG

Addenda No. NA

1. Attached is the required bid security in the amount of not less than 10% of the Total Bid Price.
2. Attached is the fully executed Noncollusion Declaration form.
3. Attached is the completed Designation of Subcontractors form.
4. Attached is the completed Bidder Information Form.
5. Attached is the completed Contractor's Certificate Regarding Workers' Compensation form.
6. The completed Iran Contracting Act Certification form.
7. The completed Public Works Contractor Registration Certification form.

I hereby certify under penalty of perjury under the laws of the State of California, that all of the information submitted in connection with this Bid and all of the representations made herein are true and correct.

Name of Bidder **Ramesh Bachuvala**

Signature 

Name and Title **Ramesh Bachuvala - President**

Dated **03/24/2025**

END OF BID FORM

SECTION 00400
BID FORM
BID - 3

SECTION 00405
CONTRACTOR'S CERTIFICATE REGARDING WORKERS' COMPENSATION
FY24-25 ADA CURB RAMP PROJECT - CDBG

CONTRACTOR'S CERTIFICATE REGARDING WORKERS' COMPENSATION

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this Contract.

Name of Bidder **Ramesh Bachuvala**

Signature 

Name **Ramesh Bachuvala - President**

Title **President & secretary**

Dated **03/24/2025**

END OF CONTRACTOR'S CERTIFICATE REGARDING WORKERS' COMPENSATION

SECTION 00405
CONTRACTOR'S CERTIFICATE REGARDING WORKERS' COMPENSATION
BID - 4

SECTION 00410
BID BOND
FY24-25 ADA CURB RAMP PROJECT - CDBG

BID BOND

The makers of this bond are SAVI Construction Inc.,
as Principal, and Developers Surety and Indemnity Company,
as Surety and are held and firmly bound unto the City of Aliso Viejo, hereinafter called City, in
the penal sum of TEN PERCENT (10%) OF THE TOTAL BID PRICE of the Principal submitted
to City for the work described below, for the payment of which sum in lawful money of the
United States, well and truly to be made, we bind ourselves, our heirs, executors,
administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION OF THIS OBLIGATION IS SUCH that whereas the Principal
has submitted the accompanying bid dated March 26, 2025, for **FY24-25 ADA Curb
Ramp Project - CDBG**

If the Principal does not withdraw its bid within the time specified in the Contract
Documents; and if the Principal is awarded the Contract and provides all documents to City as
required by the Contract Documents; then this obligation shall be null and void. Otherwise, this
bond will remain in full force and effect.

Surety, for value received, hereby stipulates and agrees that no change,
extension of time, alteration or addition to the terms of the Contract Documents shall in affect its
obligation under this bond, and Surety does hereby waive notice of any such changes.

In the event a lawsuit is brought upon this bond by City and judgment is
recovered, the Surety shall pay all litigation expenses incurred by City in such suit, including
reasonable attorneys' fees, court costs, expert witness fees and expenses.

IN WITNESS WHEREOF, the above-bound parties have executed this
instrument under their several seals this 18th day of March, 2025, the name
and corporate seal of each corporation.



SAVI Construction Inc.
Contractor/ Principal

By *James H.*
Title President

Developers Surety and Indemnity Company

Surety

By *E. Hackett*
Attorney-in-Fact

(Attach Attorney-in-Fact Certificate)

Title Edward N. Hackett, Attorney-in-Fact

CALIFORNIA ALL-PURPOSE ACKNOWLEDGMENT

CIVIL CODE § 1189

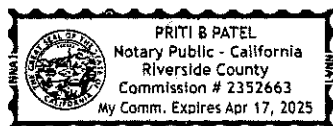
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
 County of RIVERSIDE)
 On MARCH 24, 2025 before me, PRITI B. PATEL, NOTARY PUBLIC,
 Date Here Insert Name and Title of the Officer
 personally appeared RAMESH BACHUVALA
 Name(s) of Signer(s)

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature Priti Patel
 Signature of Notary Public

Place Notary Seal Above

OPTIONAL

Though this section is optional, completing this information can deter alteration of the document or fraudulent reattachment of this form to an unintended document.

Description of Attached Document

Title or Type of Document: BID BOND Document Date: _____
 Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: RAMESH BACHUVALA
☐ Corporate Officer — Title(s): PRESIDENT
☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other: _____
 Signer Is Representing: _____

Signer's Name: _____
☐ Corporate Officer — Title(s): _____
☐ Partner — ☐ Limited ☐ General
☐ Individual ☐ Attorney in Fact
☐ Trustee ☐ Guardian or Conservator
☐ Other: _____
 Signer Is Representing: _____

SECTION 00410
BID BOND
FY24-25 ADA CURB RAMP PROJECT - CDBG

Notary Acknowledgment

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA
COUNTY OF _____

On _____, 20____, before me, _____ See Attached _____, Notary Public, personally appeared _____, who proved to me on the basis of satisfactory

evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

See Attached

Signature of Notary Public

OPTIONAL

Though the information below is not required by law, it may prove valuable to persons relying on the document and could prevent fraudulent removal and reattachment of this form to another document.

CAPACITY CLAIMED BY SIGNER

- ☐ Individual
☐ Corporate Officer

Title(s)

- ☐ Partner(s) ☐ Limited
 ☐ General
- ☐ Attorney-In-Fact
☐ Trustee(s)
☐ Guardian/Conservator
☐ Other:

Signer is representing:
Name Of Person(s) Or Entity(ies)

DESCRIPTION OF ATTACHED DOCUMENT

Title or Type of Document

Number of Pages

Date of Document

Signer(s) Other Than Named Above

SECTION 00410
BID BOND
FY24-25 ADA CURB RAMP PROJECT - CDBG

NOTE: A copy of the Power-of-Attorney to local representatives of the bonding company must be attached hereto.

END OF BID BOND FORM

CALIFORNIA CERTIFICATE OF ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of Orange)

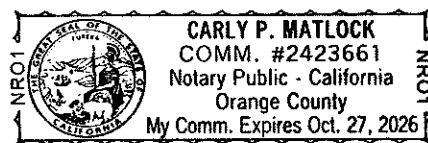
On MAR 18 2025 before me, Carly P. Matlock, Notary Public,
(here insert name and title of the officer)

personally appeared Edward N. Hackett

who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



Signature Carly Matlock

(Seal)

Optional Information

Although the information in this section is not required by law, it could prevent fraudulent removal and reattachment of this acknowledgment to an unauthorized document and may prove useful to persons relying on the attached document.

Description of Attached Document

The preceding Certificate of Acknowledgment is attached to a document titled/for the purpose of SAVI Construction, Inc.

Bid Bond
containing 3 pages, and dated MAR 18 2025

The signer(s) capacity or authority is/are as:

- ☐ Individual(s)
☒ Attorney-in-Fact
☐ Corporate Officer(s) _____ Title(s) _____

- ☐ Guardian/Conservator
☐ Partner - Limited/General
☐ Trustee(s)
☐ Other: _____

representing: _____
Name(s) of Person(s) or Entity(ies) Signer is Representing

Additional Information

Method of Signer Identification

Proved to me on the basis of satisfactory evidence:
☐ form(s) of identification ☐ credible witness(es)

Notarial event is detailed in notary journal on:
Page # _____ Entry # _____

Notary contact: _____

Other

- ☐ Additional Signer(s) ☐ Signer(s) Thumbprint(s)
☐ _____

**POWER OF ATTORNEY FOR
COREPOINTE INSURANCE COMPANY
DEVELOPERS SURETY AND INDEMNITY COMPANY**
59 Maiden Lane, 43rd Floor, New York, NY 10038
(212) 220-7120

KNOW ALL BY THESE PRESENTS that, except as expressly limited herein, COREPOINTE INSURANCE COMPANY and DEVELOPERS SURETY AND INDEMNITY COMPANY, do hereby make, constitute and appoint:

Brendan Hackett and Edward Hackett, of Laguna Beach, CA

as its true and lawful Attorney-in-Fact, to make, execute, deliver and acknowledge, for and on behalf of said companies, as sureties, bonds, undertakings and contracts of suretyship giving and granting unto said Attorney-in-Fact full power and authority to do and to perform every act necessary, requisite or proper to be done in connection therewith as each of said company could do, but reserving to each of said company full power of substitution and revocation, and all of the acts of said Attorney-in-Fact, pursuant to these presents, are hereby ratified and confirmed. This Power of Attorney is effective September 20, 2024 and shall expire on December 31, 2025.

This Power of Attorney is granted and is signed under and by authority of the following resolutions adopted by the Board of Directors of COREPOINTE INSURANCE COMPANY and DEVELOPERS SURETY AND INDEMNITY COMPANY (collectively, "Company") on February 10, 2023.

RESOLVED, that Sam Zaza, President, Surety Underwriting, James Bell, Vice President, Surety Underwriting, and Craig Dawson, Executive Underwriter, Surety, each an employee of AmTrust North America, Inc., an affiliate of the Company (the "Authorized Signors"), are hereby authorized to execute a Power of Attorney, qualifying attorney(s)-in-fact named in the Power of Attorney to execute, on behalf of the Company, bonds, undertakings and contracts of suretyship, or other suretyship obligations; and that the Secretary or any Assistant Secretary of the Company be, and each of them hereby is, authorized to attest the execution of any such Power of Attorney.

RESOLVED, that the signature of any one of the Authorized Signors and the Secretary or any Assistant Secretary of the Company, and the seal of the Company must be affixed to any such Power of Attorney, and any such signature or seal may be affixed by facsimile, and such Power of Attorney shall be valid and binding upon the Company when so affixed and in the future with respect to any bond, undertaking or contract of suretyship to which it is attached.

IN WITNESS WHEREOF, COREPOINTE INSURANCE COMPANY and DEVELOPERS SURETY AND INDEMNITY COMPANY have caused these presents to be signed by the Authorized Signor and attested by their Secretary or Assistant Secretary this March 27, 2023.

By: _____

Printed Name: Sam Zaza

Title: President, Surety Underwriting



ACKNOWLEDGEMENT:

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

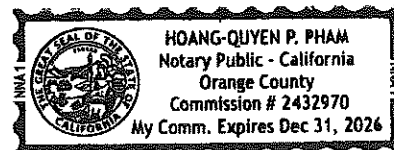
STATE OF California COUNTY OF Orange

On this 27 day of March, 2023, before me, Hoang-Quyen Phu Pham, personally appeared Sam Zaza, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to within the instrument and acknowledged to me that they executed the same in their authorized capacity, and that by the signature on the instrument the entities upon behalf which the person acted, executed this instrument.

I certify, under penalty of perjury, under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____



CORPORATE CERTIFICATION

The undersigned, the Secretary or Assistant Secretary of COREPOINTE INSURANCE COMPANY and DEVELOPERS SURETY AND INDEMNITY COMPANY, does hereby certify that the provisions of the resolutions of the respective Boards of Directors of said corporations set forth in this Power of Attorney are in force as of the date of this Certification.

This Certification is executed in the City of Cleveland, Ohio, this March 19, 2023.

DocuSigned by:

By: _____

Barry W. Moses

Barry W. Moses, Assistant Secretary

POA No. N/A

6B6416E7ADE548C...

DocuSignEnvelopeID:3352BFD6-5E9D-4796-837E-C1E455E6530F

Ed. 0323

Signed and sealed this 18th day of March, 2025

STATE OF CALIFORNIA
DEPARTMENT OF INSURANCE
SAN FRANCISCO

Amended
Certificate of Authority

THIS IS TO CERTIFY that, pursuant to the Insurance Code of the State of California,

Developers Surety and Indemnity Company

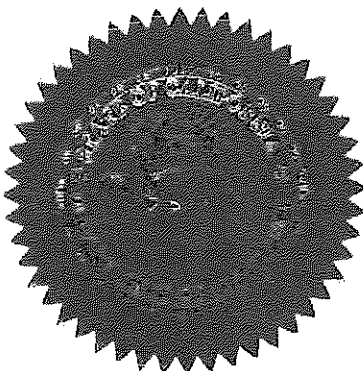
of California, organized under the laws of California, subject to its Articles of Incorporation or other fundamental organizational documents, is hereby authorized to transact within this State, subject to all provisions of this Certificate, the following classes of insurance:

**Fire, Marine, Surety, Disability, Plate Glass, Liability, Workers' Compensation,
Common Carrier Liability, Boiler and Machinery, Burglary, Credit,
Sprinkler, Team and Vehicle, Automobile, Aircraft, Legal, and Miscellaneous**

as such classes are now or may hereafter be defined in the Insurance Laws of the State of California.

THIS CERTIFICATE is expressly conditioned upon the holder hereof now and hereafter being in full compliance with all, and not in violation of any, of the applicable laws and lawful requirements made under authority of the laws of the State of California as long as such laws or requirements are in effect and applicable, and as such laws and requirements now are, or may hereafter be changed or amended.

IN WITNESS WHEREOF, effective as of the 1st day of November,
2017, I have set my hand and caused my official seal to be affixed this
1st day of November, 2017.



Dave Jones
Insurance Commissioner

Valerie Sarfaty
for Joel Laucher
Chief Deputy

By

NOTICE:

Qualification with the Secretary of State must be accomplished as required by the California Corporations Code promptly after issuance of this Certificate of Authority. Failure to do so will be a violation of Insurance Code section 701 and will be grounds for revoking this Certificate of Authority pursuant to the covenants made in the application therefor and the conditions contained herein.

SECTION 00420
NONCOLLUSION DECLARATION
FY24-25 ADA CURB RAMP PROJECT - CDBG

NONCOLLUSION DECLARATION

The undersigned declares:

I am the **President** of **SAVI Construction Inc.**, the party making the foregoing bid.

The bid is not made in the interest of, or on behalf of, any undisclosed person, partnership, company, association, organization, or corporation. The bid is genuine and not collusive or sham. The bidder has not directly or indirectly induced or solicited any other bidder to put in a false or sham bid. The bidder has not directly or indirectly colluded, conspired, connived, or agreed with any bidder or anyone else to put in a sham bid, or to refrain from bidding. The bidder has not in any manner, directly or indirectly, sought by agreement, communication, or conference with anyone to fix the bid price of the bidder or any other bidder, or to fix any overhead, profit, or cost element of the bid price, or of that of any other bidder. All statements contained in the bid are true. The bidder has not, directly or indirectly, submitted his or her bid price or any breakdown thereof, or the contents thereof, or divulged information or data relative thereto, to any corporation, partnership, company association, organization, bid depository, or to any member or agent thereof to effectuate a collusive or sham bid, and has not paid, and will not pay, any person or entity for such purpose.

Any person executing this declaration on behalf of a bidder that is a corporation, partnership, joint venture, limited liability company, limited liability partnership, or any other entity, hereby represents that he or she has full power to execute, and does execute, this declaration on behalf of the bidder.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct and that this declaration is executed on 3/24/2025 [date], at Chino [city], CA [state].

Name of Bidder	<u>Ramesh Bachuvala</u>
Signature	<u></u>
Name	<u>Ramesh Bachuvala</u>
Title	<u>President</u>
Dated	<u>03/24/2025</u>

END OF NONCOLLUSION DECLARATION

SECTION 00420
NONCOLLUSION DECLARATION
BID - 8

CONTRACTOR INFORMATION AND EXPERIENCE FORM

SECTION 00430
CONTRACTOR INFORMATION AND EXPERIENCE FORM
FY24-25 ADA CURB RAMP PROJECT - CDBG

7.0 If an individual or a partnership, answer the following:

7.1 Date of Organization: _____

7.2 Name and address of all partners (state whether general or limited partnership):

NA

8.0 If other than a corporation or partnership, describe organization and name principals:

NA

9.0 List other states in which Bidder's organization is legally qualified to do business.

NA

10.0 What type of work does the Bidder normally perform with its own forces?

All work related to concrete i.e. Demo, grading, construction of sidewalk, Curb & Gutter and ADA Ramps.

11.0 Has Bidder ever failed to complete any work awarded to it? If so, note when, where, and why:

NO

12.0 Within the last five years, has any officer or partner of Bidder's organization ever been an officer or partner of another organization when it failed to complete a contract? If so, attach a separate sheet of explanation:

NO

SECTION 00430
CONTRACTOR INFORMATION AND EXPERIENCE FORM
BID - 10

SECTION 00430
CONTRACTOR INFORMATION AND EXPERIENCE FORM
FY24-25 ADA CURB RAMP PROJECT - CDBG

14.0 List Trade References:

Joselyn Castillo INSIDE SALES PROFESSIONAL

Southern California | Ready-Mix

Phone: 855-292-8453 ext. 17

Joselyn.castillo@cemex.com

15.0 List Bank References (Bank and Branch Address):

US Bank

6989 Schaefer Ave, Chino, CA 91710

Phone: (909) 628-1371

16.0 Name of Bonding Company and Name and Address of Agent:

Bond Exchange - Thao Luu, Account Manager

Direct: (949) 409-9711 | Main: (800) 764-7233

24800 Chrisanta Drive, Suite 160, Mission Viejo, CA 92691

SECTION 00430
CONTRACTOR INFORMATION AND EXPERIENCE FORM
FY24-25 ADA CURB RAMP PROJECT - CDBG

C. LIST OF COMPLETED PROJECTS - LAST THREE YEARS

[**Duplicate Page if needed for listing additional completed projects.**]

Please include only those projects which are similar enough to demonstrate Bidder's ability to perform the required Work.

Project Client	Description of Bidder's Work	Period of Performance	Cost of Bidder's Work
City of Huntington Beach	Remove & replacement of ADA Ramps & Sidewalk	Jan 2025 - Feb 2025	\$212,000
See Attached			

SECTION 00430
CONTRACTOR INFORMATION AND EXPERIENCE FORM
FY24-25 ADA CURB RAMP PROJECT - CDBG

D. EXPERIENCE AND TECHNICAL QUALIFICATIONS QUESTIONNAIRE

Personnel:

The Bidder shall identify the key personnel to be assigned to this project in a management, construction supervision or engineering capacity.

1. List each person's job title, name and percent of time to be allocated to this project:

Ramesh Bachuvala - Project / Construction Manager 100%

See attached

2. Summarize each person's specialized education:

Juan Bonila - Superintend 100%

See attached

3. List each person's years of construction experience relevant to the project:

4. Summarize such experience:

Bidder agrees that personnel named in this Bid will remain on this Project until completion of all relevant Work, unless substituted by personnel of equivalent experience and qualifications approved in advance by City.

SECTION 00430
CONTRACTOR INFORMATION AND EXPERIENCE FORM
FY24-25 ADA CURB RAMP PROJECT - CDBG

Additional Bidder's Statements:

If the Bidder feels that there is additional information which has not been included in the questionnaire above, and which would contribute to the qualification review, it may add that information in a statement here or on an attached sheet, appropriately marked:

See attached

E. VERIFICATION AND EXECUTION

These Bid Forms shall be executed only by a duly authorized official of the Bidder:

I declare under penalty of perjury under the laws of the State of California that the foregoing information is true and correct:

Name of Bidder	<u>Ramesh Bachuvala</u>
Signature	<u></u>
Name	<u>Ramesh Bachuvala</u>
Title	<u>President</u>
Dated	<u>03/24/2025</u>

END OF CONTRACTOR INFORMATION AND EXPERIENCE FORM

SECTION 00430
CONTRACTOR INFORMATION AND EXPERIENCE FORM
BID - 15

STATEMENT OF QUALIFICATIONS

SAVI Construction Inc.

Company Overview

SAVI Construction Inc. is a licensed and insured construction firm specializing in public works projects. We are committed to delivering high-quality infrastructure improvements while maintaining compliance with all municipal, state, and federal regulations. Our team has extensive experience managing and executing projects that enhance accessibility and public safety.

Relevant Experience

Although SAVI Construction Inc. is a relatively new entity, our leadership has extensive experience in public works construction and project management. Our principal has successfully managed and overseen numerous public infrastructure projects over an **18-year career in construction project management**. These projects include ADA ramps, sidewalks, curb and gutter improvements, road rehabilitation, and various other municipal infrastructure upgrades.

Completed Projects

- **City of Huntington Beach – Public Works Infrastructure Project**
 - Scope: Concrete improvements, ADA-compliant curb ramps, and sidewalk construction.
 - Responsibilities: Project management, compliance with public agency requirements, coordination with inspectors, and quality control.

Key Qualifications

- **18 Years of Public Works Experience:** Extensive background in managing construction projects for municipal agencies, ensuring compliance with prevailing wage laws, safety regulations, and public contracting requirements.
- **Project Management Expertise:** Skilled in budgeting, scheduling, subcontractor coordination, and risk management to ensure timely and efficient project delivery.
- **ADA Compliance Knowledge:** Strong understanding of ADA requirements and best practices for accessibility improvements.
- **Familiarity with Public Works Standards:** Experience working with public agencies, engineers, and inspectors to meet design and construction specifications.

Capability Statement

SAVI Construction Inc. has the capability, resources, and expertise to complete the City of Aliso Viejo FY24-25 ADA CURB RAMP PROJECT - CDBG, Project. Our extensive experience in managing public works projects ensures that we can effectively oversee the construction, coordinate with stakeholders, and deliver a high-quality outcome that meets all project requirements. We look forward to the opportunity to bring our expertise and dedication to this project. Thank you for your consideration.

Qualifications and Experience

Ramesh Bachuvala, EIT, Class A (1116157) – President/Project Manager

Ramesh Bachuvala is an aspiring Engineer-in-Training with more than 18 years of experience in planning, designing, and constructing Public Works Projects such as Street improvements, Grading, storm drains, sewers, and other site preparation work. He is a Results-driven Public Works Construction Project Manager with extensive experience in overseeing complex infrastructure projects, including roads, and municipal facilities. Expertise in project planning, budgeting, and scheduling, with a strong focus on ensuring compliance with safety regulations and quality standards. Proven ability to lead cross-functional teams, manage stakeholder expectations, and navigate regulatory requirements. Skilled in optimizing resource allocation and mitigating risks to deliver projects on time and within budget, contributing to the successful development of community infrastructure. Ramesh has extensive experience in the preparation of traffic control plans for pipeline construction and street improvements within the public right-of-way. Areas of his expertise include - Utility Search and Coordination with Utility Companies; Hydraulic and Hydrology Analysis; WQMP/ SWPPP Reports; Traffic Control Design; and ROW and Easement Analysis and Coordination.

- **Licensing:** Class A General Engineering License (1116157).
- **Experience:** 18 Years of experience in the Civil Engineering industry as a Project Manager/ Construction Manager of experience working with municipal and government agencies within San Bernardino, Riverside, Los Angeles, and Orange Counties.
- **Team:** Our team includes skilled laborers, a Construction Manager, and safety officers with an understanding of OSHA standards and concrete repair techniques.
- **Equipment:** We maintain a fleet of modern equipment and tools necessary for efficient and precise concrete maintenance.

MURTHY KADIYALA, PE, PLS (On call Engineer)

With 19 years of experience in a variety of projects in Municipal Water and Wastewater System Planning, Design, and Construction Management, Murthy has helped find solutions to many design challenges in his career. Murthy has provided engineering and construction support services for many Street improvement projects, Water and Wastewater pipeline installations, and rehabilitation projects and helped close them out successfully. His added knowledge of the service connections to private developments including land title and encumbrances has enabled him to identify all required facilities and potential issues early in the design process. His Land Surveying experience helps add a different perspective to projects.

Juan - Foreman

Juan with over 20 years of expertise in public works with a proven track record in managing and executing large-scale infrastructure projects, including roads, bridges, and municipal buildings. Skilled in supervising construction teams, Adept at optimizing workflows, managing materials and equipment, and maintaining strict adherence to timelines and regulations. Committed to delivering high-quality results and enhancing community infrastructure through effective leadership and project management.

3. References

References
City of Huntington Beach Max Olin Capital Project Administrator Public Works Department Office: (714) 536-5518 Email: max.olin@surfcity-hb.org
City of Huntington Beach John Griffin City Inspector Public Works Department Cell: (714) 501-5646 Email: jgriffin@surfcity-hb.org
Charles D. Herbertson, P.E., L.S. Consulting Civil Engineer City of South Gate / Public Works Department 8650 California Avenue, South Gate, CA 90280 P: (323) 357-9614 Email: cherbertson@sogate.org W: cityofsouthgate.org
Murthy Kadiyala, PE, PLS Civil Engineer Los Angeles + Orange County 1199 South Fullerton Road City of Industry, CA 91748 Email: murthy.kadiyala@lee-ro.com Cell: (951)207-2956

SECTION 00430
CONTRACTOR INFORMATION AND EXPERIENCE FORM
FY24-25 ADA CURB RAMP PROJECT - CDBG

LIST OF SUBCONTRACTORS FORM

In compliance with the Subletting and Subcontracting Fair Practices Act of the Public Contract Code of the State of California, each bidder shall set forth below: (a) the name and the location of the place of business and (b) the portion of the work which will be done by each subcontractor who will perform work or labor or render service to the Contractor in or about the construction of the work in an amount in excess of one-half of one percent (1/2%) of the Contractor's Total Bid Price. Notwithstanding the foregoing, if the work involves streets and highways, then the Contractor shall list each subcontractor who will perform work or labor or render service to Contractor in or about the work in an amount in excess of one-half of one percent (1/2%) of the Contractor's Total Bid Price or \$10,000, whichever is greater. No additional time shall be granted to provide the below requested information.

If no subcontractor is specified, for a portion of the work, or if more than one subcontractor is specified for the same portion of Work, to be performed under the Contract in excess of one-half of one percent (1/2%) of the Contractor's Total Bid Price or \$10,000, whichever is greater if the work involves streets or highways, then the Contractor shall be deemed to have agreed that it is fully qualified to perform that Work, and that it shall perform that portion itself.

Portion of Work	Subcontractor	Location of Business	CSLB Contractor License Number	DIR Registration Number
	NA			

SECTION 00430
CONTRACTOR INFORMATION AND EXPERIENCE FORM
FY24-25 ADA CURB RAMP PROJECT - CDBG

Portion of Work	Subcontractor	Location of Business	CSLB Contractor License Number	DIR Registration Number
	NA			

Name of Bidder Ramesh Bachuvala

Signature 

Name Ramesh Bachuvala

Title President

Dated 03/24/2025

END OF LIST OF SUBCONTRACTORS FORM

SECTION 00430
CONTRACTOR INFORMATION AND EXPERIENCE FORM
BID - 17

SECTION 00450
IRAN CONTRACTING ACT CERTIFICATION
FY24-25 ADA CURB RAMP PROJECT - CDBG

IRAN CONTRACTING ACT CERTIFICATION

As required by California Public Contract Code Section 2204, the Contractor certifies subject to penalty for perjury that the option checked below relating to the Contractor's status in regard to the Iran Contracting Act of 2010 (Public Contract Code Section 2200 et seq.) is true and correct:

☒ The Contractor is not:

(i) identified on the current list of persons and entities engaging in investment activities in Iran prepared by the California Department of General Services in accordance with subdivision (b) of Public Contract Code Section 2203; or

(ii) a financial institution that extends, for 45 days or more, credit in the amount of \$20,000,000 or more to any other person or entity identified on the current list of persons and entities engaging in investment activities in Iran prepared by the California Department of General Services in accordance with subdivision (b) of Public Contract Code Section 2203, if that person or entity uses or will use the credit to provide goods or services in the energy sector in Iran.

☐ The City has exempted the Contractor from the requirements of the Iran Contracting Act of 2010 after making a public finding that, absent the exemption, the City will be unable to obtain the goods and/or services to be provided pursuant to the Contract.

☐ The amount of the Contract payable to the Contractor for the Project does not exceed \$1,000,000.

Signed: Ramesh L. ✓

Titled: President

Firm: SAVI Construction Inc.

Date: 03/24/2025

Note: In accordance with Public Contract Code Section 2205, false certification of this form shall be reported to the California Attorney General and may result in civil penalties equal to the greater of \$250,000 or twice the Contract amount, termination of the Contract and/or ineligibility to bid on contracts for three years.

END OF IRAN CONTRACTING ACT CERTIFICATION

SECTION 00450

IRAN CONTRACTING ACT CERTIFICATION

BID - 18

SECTION 00460
PUBLIC WORKS CONTRACTOR REGISTRATION CERTIFICATION
FY24-25 ADA CURB RAMP PROJECT - CDBG

PUBLIC WORKS CONTRACTOR REGISTRATION CERTIFICATION

Pursuant to Labor Code sections 1725.5 and 1771.1, all contractors and subcontractors that wish to bid on, be listed in a bid proposal, or enter into a contract to perform public work must be registered with the Department of Industrial Relations. See <http://www.dir.ca.gov/PublicWorks/PublicWorks.html> for additional information.

No bid will be accepted nor any contract entered into without proof of the contractor's and subcontractors' current registration with the Department of Industrial Relations to perform public work.

Bidder hereby certifies that it is aware of the registration requirements set forth in Labor Code sections 1725.5 and 1771.1 and is currently registered as a contractor with the Department of Industrial Relations.

Name of Bidder: **Ramesh Bachuvala**

DIR Registration Number: **2000001284**

Bidder further acknowledges:

1. Bidder shall maintain a current DIR registration for the duration of the project.
2. Bidder shall include the requirements of Labor Code sections 1725.5 and 1771.1 in its contract with subcontractors and ensure that all subcontractors are registered at the time of bid opening and maintain registration status for the duration of the project.
3. Failure to submit this form or comply with any of the above requirements may result in a finding that the bid is non-responsive.

Name of Bidder **Ramesh Bachuvala**

Signature 

Name **Ramesh Bachuvala**

Title **President**

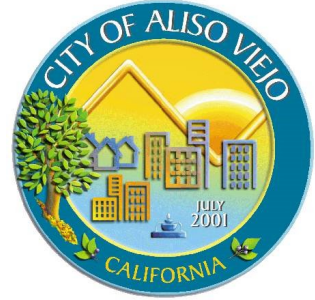
Dated **03/24/2025**

**END OF PUBLIC WORKS CONTRACTOR REGISTRATION
CERTIFICATION**

SECTION 00460
PUBLIC WORKS CONTRACTOR REGISTRATION CERTIFICATION
BID - 19

City of Aliso Viejo

AGENDA ITEM



DATE: May 21, 2025

TO: Mayor and City Council

FROM: Shaun Pelletier, Director of Public Works / City Engineer

SUBJECT: THIRD AMENDMENT TO THE AGREEMENT WITH SCA of CA, LLC FOR STREET SWEEPING SERVICES

Recommended Actions:

1. Approve a third amendment to the agreement SCA of CA, LLC (SCA) to perform street sweeping services that renews the agreement for an additional five-year term and increases the total compensation under the agreement by \$749,076.67 for a total agreement amount of \$1,249,076.67; and
2. Authorize the City Manager to execute the third amendment to the agreement.

Fiscal Impact:

The cost of the requested work is expected to be \$135,564 for FY 2025-26 and will be adjusted each year 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%). Gas Tax Funds will be used for this work. The draft FY 2025-26 budget has \$140,000 budgeted for street sweeping.

Background:

Street sweeping is an essential service that is required by the State in the City's National Pollutant Discharge Elimination System (NPDES) permit to help prevent litter, debris and sediment from entering the storm drain system which discharges into the ocean. It also provides an aesthetic benefit to the residents. The city currently sweeps all streets twice a month.

Discussion:

A request for proposal (RFP) was issued for street sweeping services and was advertised on the City website and was awarded to R.F. Dickson on May 20, 2020 for an initial term of three years. In 2022, RF Dickson became SCA of CA, LLC, a subsidiary of Sweeping Corporation of America, LLC. The first agreement amendment memorialized the name change of the company to SCA of CA, LLC and extended the agreement for a one-year

term. This second agreement amendment increased the total compensation by \$115,000 for a total agreement amount of \$500,000 and extended the agreement for a one-year term. The current sweeping cost is \$31.37 per curb mile.

Prior to 2021, the weight of authority in California suggested that street sweeping services were not subject to prevailing wage. However, on October 12, 2021, the Department of Industrial Relations (“DIR”) released an opinion letter that street sweeping is now subject to prevailing wage. Since the existing street sweeping agreement was issued back in 2020, prevailing wage will not take effect to the existing agreement. New street sweeping agreements will be subject to prevailing wage rates.

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.”

SCA is proposing a five-year extension to the existing agreement. Prevailing wage rates would not take effect on existing agreements. In the first year, the cost will be \$39.50 per curb mile, totaling \$135,564. Each year, the cost will be adjusted based 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%). The total agreement extension will not exceed \$749,076.67, bringing the overall agreement value to \$1,249,076.67.

A survey of recent street sweeping solicitations in the region found that contracts requiring prevailing wage resulted in varied costs per curb mile, ranging from \$46.50 in the City of Lake Forest to \$77.91 in the City of Vernon and \$90.00 in the County of Orange. In contrast, cities that did not impose prevailing wage requirements on new contracts reported lower street sweeping costs, such as the City of Irvine at \$26.25 per curb mile. Based on these findings, staff believe that extending the existing SCA agreement for the proposed five-year term would yield cost savings. Conversely, issuing a new Request for Proposals (RFP) under prevailing wage requirements would likely result in higher rates.

Attachment:

1. Third Amendment to Agreement with SCA of CA, LLC.

CITY OF ALISO VIEJO
THIRD AMENDMENT TO
STREET SWEEPING SERVICES

1. PARTIES AND DATE.

This Third Amendment to the **Professional Services Agreement for Street Sweeping Services** (“Third Amendment”) is entered into on the ____ day of _____, 2025, by and between the City of Aliso Viejo (hereinafter referred to as the “City”) and SCA OF CA, LLC, a subsidiary of Sweeping Corporation of America, 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 City and Assignor entered into that certain Agreement for Street Sweeping Services dated June 17, 2020 (“Agreement”).

2.2 February 2022, Assignor was acquired by Contractor, thereby transferring and assigning to Contractor all rights, title, assets and interests of Assignor.

2.3 Consent to Assignment. Section 3.8 of the Agreement requires City’s prior written consent in order to transfer and assign Assignor’s rights,

2.4 First Amendment. The Parties amended the Agreement in order to memorialize the assignment to Contractor and extend the term of the Agreement, exercising the first of two optional one-year term extensions under the Agreement on June 29, 2023.

2.5 Second Amendment. The parties now desire to amend the agreement in order to renew the agreement for an additional one-year term and to increase the total compensation under the Agreement by One Hundred Fifteen Thousand Dollars (\$115,000.00).

2.6 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 Seven Hundred Forty Nine Thousand, Seventy Six Dollars and Sixty Seven Cents (\$749,076.67).

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, 2025 to June 30, 2030**, 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 **One Million, Two Hundred Forty Nine Thousand, Seventy Six Dollars and Sixty Seven Cents (\$1,249,076.67)** 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 STREET SWEEPING SERVICES BETWEEN THE CITY OF
ALISO VIEJO AND SCA OF CA, LLC, A SUBSIDIARY OF SWEEPING
CORPORATION OF AMERICA, LLC.**

IN WITNESS WHEREOF, the parties have executed this Third Amendment to
Agreement on this ____ day of _____, 2025.

CITY OF ALISO VIEJO

Approved:

By: _____
Mitzi Ortiz, MMC
City Manager

ATTEST:

By: _____
Janet Martinez
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

**SCA OF CA, LLC, A SUBSIDIARY OF
SWEEPING CORPORATION OF
AMERICA, 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 STREET SWEEPING SERVICES
SCOPE OF SERVICES**

The scope of services is to remain unchanged from the original Professional Services Agreement for Street Sweeping Services, dated June 17, 2020.

EXHIBIT “B”
TO THIRD AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT FOR
STREET SWEEPING SERVICES

COMPENSATION

See attached

The rates set forth above will be adjusted each year 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
Quang Le, P.E. | Associate Engineer
RE: Street Sweeping services contract

5/7/25

Citywide street sweeping contract start date July 2025 through July 2030.

SCA will continue to provide street sweeping services as per the current scope of work in accordance with the second amendment agreement sign date 5/23/24.

The contract shall not exceed \$749,076.67
The rates set forth above will be adjusted each year in accordance with the annual average Consumer Price Index of the prior calendar year, All Urban Consumers, Los Angeles-Riverside-Orange Counties up to a maximum percentage of five percent (5%).

Regular hours emergency call out work \$125 per hour
After hours emergency call out work \$185 per hour.
All debris shall be taken to CR&R under the City Of Aliso Viejo account.

	c/m	Monthly	Annual
July 2025-2026	39.50	\$11,297.00	\$135,564.00

TERRY ROBERTS
District Sales Manager
Sweeping Corp. of America
16251 Construction Cir W
Irvine, CA 92606
Direct: 714.620.4740
troberts@sweepingcorp.com
www.sweepingcorp.com



City of Aliso Viejo

AGENDA ITEM



DATE: May 21, 2025

TO: Mayor and City Council

FROM: So Kim, Community Development Director

SUBJECT: DECLARATION OF RESTRICTIVE COVENANTS FOR 38 COLONIAL WAY AND 89 PLAYA CIRCLE

Recommended Actions:

1. Find that the proposed actions are not a “project” subject to the California Environmental Quality Act (“CEQA”);
2. Approve a restrictive covenant for 38 Colonial Way related to affordable housing and authorize the City Manager to take all necessary steps to execute and record said covenant; and
3. Approve a restrictive covenant for 89 Playa Circle related to affordable housing and authorize the City Manager to take all necessary steps to execute and record said covenant.

Fiscal Impact:

The proposed actions will have no fiscal impact on the City.

Background:

The City Council authorized the purchase of 35 Playa Circle in 2021, an affordable housing unit, through Community Development Block Grant (“CDBG”) funds. The City Council authorized the same for 38 Colonial Way in 2022 and 89 Playa Circle in 2023 (the “Properties”), both affordable housing units. After the acquisition of the Properties, the City and Family Assistance Ministries (“FAM”) entered into a lease for FAM to then sublease the units to a low income individual or household as transitional and supportive housing. Under the terms of the lease agreement, FAM is responsible for verifying that individuals or families renting the Property meet the eligibility requirements for extremely low- or lower-income households and are charged affordable rent.

In 2024, the California Department of Housing and Community Development (HCD) approved a non-competitive, formula grant of approximately \$600,000 to the City for eligible activities. About \$300,000 of this grant was allocated to preserve the three City-owned affordable units, covering costs such as maintenance, repairs, association dues,

and other related expenses. To receive the grant, HCD required proof that the City-owned residential units were designated as affordable. While 35 Playa Circle has an affordable restriction covenant recorded against the property, the other two Properties (38 Colonial Way and 89 Playa Circle) do not. Consequently, Staff began preparing similar affordable restriction covenants for the remaining two Properties for City Council's consideration.

On May 7th, the City Council was presented for consideration an affordable restriction covenant for 38 Colonial Way. At the night of the meeting, a Vantis Homeowners Association representative read their email submitted to the City, requesting to be involved in the tenant screening process for the following reasons: rise in drug-related activities, non-resident traffic, drug overdose incidents, police activity, property damage directly related to 38 Colonial Way. The City Council continued the item to May 21st, directing Staff to provide police activity data and long-term benefits of the City in maintaining the property.

Discussion:

Staff met with FAM to discuss ongoing issues related to 38 Colonial Way, the tenant selection process, and communication. During the meeting, FAM emphasized that the primary goal of all affordable housing units is to provide temporary housing—limited to a maximum lease of two years—while supporting tenants in achieving self-sufficiency and transitioning to permanent housing. As part of the FAM program, tenants must actively work toward securing stable employment and permanent housing. Additionally, they are required to contribute a portion of their earned income toward housing costs until they become financially independent and capable of securing a permanent home.

In August 2024, the tenant at 38 Colonial Way informed FAM that permanent housing had been secured and that they intended to move out. Consequently, FAM initiated the exit process. However, the tenant later changed their mind and demonstrated no progress toward meeting the program's self-sufficiency goals. Meanwhile, the community association raised concerns that community rules were being violated, and reports surfaced that the tenant had been absent for extended periods while leaving the premises unsecured. Due to these issues, FAM determined that eviction was necessary, given the significant demand for affordable housing and the need to ensure units are used appropriately. The tenant subsequently sought legal assistance from a Fair Housing attorney, causing delays in the eviction process.

FAM also noted that they are in the process of strengthening their screening criteria for future tenants. These improvements will include a more thorough review of personal and financial backgrounds, rental history evaluations, vulnerability factors such as risk of homelessness or domestic violence, and assessments of access to family or community resources. Moving forward, FAM will provide regular updates on 38 Colonial Way and maintain clear, timely communication regarding any tenant or property concerns, recognizing the City's role as the property owner.

Police Activity

The table below shows the police activity data for 38 Colonial Way, as reported by the Orange County Sheriff's Department (OCSd) since the City acquired the property in 2022.

The data is listed from the most recent to oldest. There have been a total of four service calls: one for a water leak, one for an occupant's overdose, and two for suspicious persons. This averages 1.6 service calls per year. There has been no police activity for the remaining two Properties.

Date	Activity
March 19, 2025	Welfare Check: OCSD and OCFA responded to a water leak. Units forced entry and shut off the water.
December 25, 2024	Assist OCFA: Responded to an individual in a garage who was not breathing. The subject responded to Narcan after an apparent overdose but refused further medical care and went inside the residence.
November 3, 2024	Suspicious Person/Circumstances: An informant reported seeing a male subject on the patio. The subject does not live there but was seen at the residence earlier and the day before.
October 30, 2024	Suspicious Person/Circumstances: An informant reported a male subject sitting on the porch of the residence, throwing rocks at the windows. The subject was not trying to break the windows but attempting to get someone's attention.

Sale of Property

All City-owned affordable units were purchased with CDBG funds. For real property acquired with CDBG funds, the City must comply with funding requirements. Specifically, the City-owned units must be used as affordable housing for a minimum of five years following the CDBG agreement. This means 2026 for 35 Playa Circle, 2027 for 38 Colonial Way, and 2028 for 89 Playa Circle. Currently, there is an affordability restriction covenant recorded against 35 Playa Circle, but not for the remaining two properties. Should the City sell the two properties without the affordability restriction covenant, it would need to return the CDBG funds used to acquire them. However, if the affordability restriction covenant is in place first, the City would be able to sell the properties without being required to return the CDBG funds, as the units will be maintained as affordable housing.

Additionally, selling these affordable housing units at market rate—without the affordability restriction covenant—would violate Housing Element programs that mandate the City to preserve existing affordable units and prevent their conversion to market rate. The City is required to submit an annual progress report to the California Department of Housing and Community Development (“HCD”) detailing the implementation of the General Plan and Housing Element (“HE”). Failure to comply with HE objectives or programs could result in HCD revoking the HE certification, initiating legal actions, imposing financial penalties, intervening in local land use decisions, or actively monitoring and enforcing corrective measures to ensure compliance.

Long-Term Benefits of City-Owned Affordable Housing Units

The long-term benefits of City-owned affordable housing units include the consistent availability of affordable housing, proper maintenance, and prevention of displacement. These units may provide residents with stability and security, reducing stress related to housing insecurity. Knowing that the City supports affordable housing initiatives fosters a sense of community and trust. Furthermore, maintaining affordable housing helps prevent gentrification and ensures that residents are not displaced by rising housing costs.

Staff's Recommendation

As previously discussed, there is a recorded affordable restriction covenant for 35 Playa Circle. Staff recommends that the City Council authorize the same for the remaining two Properties. This action would comply with HE objectives and programs, CDBG funding requirements, and enable the City to sell these properties in the future without having to return the CDBG funds used to acquire them.

Environmental:

Based on the entire record before it, Staff recommends that the City Council find that the proposed actions are not subject to the California Environmental Quality Act ("Public Resources Code section 21000 et seq.") ("CEQA") because they do not qualify as a "project" under CEQA. The proposed actions solely authorize the execution and recordation of the Declaration. Such actions will not result in a direct or reasonably foreseeable indirect physical change in the environment. Accordingly, the proposed actions are not a "project" subject to CEQA. (State CEQA Guidelines, § 15060(c)(2).) Additionally, the proposed actions constitute administrative activities that will not result in direct or indirect physical changes in the environment because they merely authorize the execution and recordation of the Declaration and do not involve any commitment to any specific project which may result in a potentially significant physical impact on the environment. Therefore, the proposed actions are not subject to CEQA. (State CEQA Guidelines, § 15060(c)(3))

Public Notice:

Public notice for this item was made through the regular agenda process.

Attachment:

1. Declaration of Restrictive Covenant for 38 Colonial Way
2. Declaration of Restrictive Covenant for 89 Playa Circle

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL
TO:

CITY OF ALISO VIEJO
12 JOURNEY, SUITE 100
ALISO VIEJO, CA 92656
ATTN: CITY MANAGER

EXEMPT FROM RECORDING FEES PURSUANT
TO GOVERNMENT CODE SECTION 27383

DECLARATION OF RESTRICTIVE COVENANT

APN 938-142-82

City of Aliso Viejo, County of Orange

THIS DECLARATION OF RESTRICTIVE COVENANTS (“Declaration”) is made this ____ day of _____, 2025 by the CITY OF ALISO VIEJO, a California municipal corporation (hereinafter “Declarant”), with reference to the following facts:

A. The City of Aliso Viejo (“City”) purchased and now owns that certain property located at 38 Colonial Way, Aliso Viejo, CA 92656, as more particularly described on Exhibit “A” attached hereto and incorporated herein by this reference (the “Property”).

B. The Property is an affordable unit set aside for low-income households that prior to the City’s acquisition in 2022 was previously subject to a restrictive covenant, titled “Affordable Housing Resale Restriction” and recorded in the Official Records of Orange County on December 8, 2010 as Document No. 2010000663787 (the “Resale Restriction”), for the benefit of the City, which, among other things, restricted resale of the Property to certain income-eligible individuals and households. That Resale Restriction was cancelled pursuant to the “Cancellation of Affordable Housing Resale Restriction in 2022 and recorded in the Official Records of Orange County on September 20, 2022 as Document No. 2022000311007.

C. The City currently leases the Property to a non-profit organization, which in turn subleases the Property to individuals or families that qualify as extremely low- or lower-income households based on the area median income (“AMI”).

D. The City now desires to implement this Declaration and the covenants contained herein in order to maintain the Property as affordable housing and restrict its occupants to those income-eligible for affordable housing.

NOW, THEREFORE, in consideration of the foregoing, Declarant hereby covenants and agrees as follows:

1. The Property shall, at all times, be occupied and used solely as a personal residence by a Qualified Household, who shall pay an Affordable Rent, as herein defined. “Qualified Household” shall mean an individual or family that qualifies as an extremely low- or lower-income household based on the AMI, as defined in California Health and Safety Code Section 50053 and accompanying regulations of the California Department of Housing and

Community Development (“HCD”), as such law or regulations may hereafter be amended, replaced or renumbered from time-to-time. “Affordable Rent” shall mean the maximum rent for “lower income households” as defined in California Health and Safety Code Section 50053(b)(1)(D) and accompanying regulations of HCD, as such law or regulations may hereafter be amended, replaced or renumbered from time-to-time, with allowance for utilities, as such allowance may be established by the County of Orange.

IN WITNESS WHEREOF, this Declaration is executed this ____ day of _____, 2025,
at _____, California.

DECLARANT:

CITY OF ALISO VIEJO, a California municipal
corporation

Date:

By: _____
City Manager

EXHIBIT A
LEGAL DESCRIPTION

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF ALISO VIEJO, COUNTY OF ORANGE, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

CONDOMINIUM NO. 77 AS SHOWN UPON LATITUDES SOUTH PHASE 7 CONDOMINIUM PLAN RECORDED MARCH 01, 2010 AS DOCUMENT NO. 2010000095857, OFFICIAL RECORDS OF ORANGE COUNTY, CALIFORNIA (THE "CONDOMINIUM PLAN") BEING PORTIONS OF PARCEL 3 OF LLA 07-01 RECORDED JUNE 20, 2007 AS DOCUMENT NO. 2007000393025, RECORDS OF ORANGE COUNTY, CALIFORNIA, COMPOSED OF THE FOLLOWING:

PARCEL 1 (THE SEPARATE INTEREST):

THE SEPARATE INTEREST WITH THE SAME UNIT AS THE CONDOMINIUM DESCRIBED ABOVE.

PARCEL 2 (COMMON AREA):

AN APPURTENANT UNDIVIDED INTEREST IN THE COMMON AREA OF THE PHASE IN WHICH THE SEPARATE INTEREST DESCRIBED AS PARCEL 1 ABOVE IS LOCATED, AS DESCRIBED IN THE CONDOMINIUM PLAN. THE UNDIVIDED INTEREST IS EQUAL TO THE RECIPROCAL OF THE NUMBER OF SEPARATE INTERESTS IN THE PHASE IN WHICH THE SEPARATE INTEREST DESCRIBED IN PARCELS 1 ABOVE IS LOCATED.

PARCEL 3 (EASEMENT OVER ASSOCIATION PROPERTY):

NONEXCLUSIVE APPURTENANT COVENANTS IN AND TO THE ASSOCIATION PROPERTY NOW OR HEREAFTER OWNED BY VANTIS MAINTENANCE CORPORATION, A CALIFORNIA NONPROFIT MUTUAL BENEFIT CORPORATION ("ASSOCIATION"). "ASSOCIATION PROPERTY" IS DEFINED IN THE CONDOMINIUM PLAN AND IN THE DECLARATION OF RESTRICTIONS FOR LATITUDES SOUTH, LATITUDES NORTH AND CITY WALK AT VANTIS.

RESERVING THEREFROM THE EXCLUSIVE RIGHT TO POSSESSION AND USE OF ANY EXCLUSIVE USE AREA SHOWN ON CONDOMINIUM PLAN.

PARCEL 4 (ACCESS OVER DRIVES):

A NONEXCLUSIVE APPURTENANT EASEMENT FOR INGRESS AND EGRESS OVER PRIVATE "DRIVES" PURSUANT AND SUBJECT TO THE TERMS AND PROVISIONS OF THAT CERTAIN DEED AND DECLARATION ESTABLISHING ACCESS EASEMENT RIGHTS DESCRIBED IN THE DEED TO WHICH THIS EXHIBIT IS ATTACHED.

PARCEL 5 (EXCLUSIVE USE AREAS):

THE EXCLUSIVE RIGHT TO USE ANY EXCLUSIVE USE AREA SHOWN ON THE CONDOMINIUM PLAN AS BEING APPURTENANT TO THE SEPARATE INTEREST DESCRIBED IN PARCELS 1 ABOVE. EXCEPT FROM ALL PARCELS ANY MINERAL, OIL OR GAS OR OTHER EXCEPTIONS OR RESERVATIONS OF RECORD, INCLUDING THE EXCEPTIONS SET FORTH IN DEED RECORDED SEPTEMBER 20, 1976, IN BOOK 11908, PAGES 527 TO 587, INCLUSIVE, OF OFFICIAL RECORDS OF ORANGE COUNTY.

ASSESSOR PARCEL NO. 938-142-82

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
COUNTY OF _____)

On _____, 2025, before me, _____, Notary Public, personally appeared, _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____ (seal)

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL
TO:

CITY OF ALISO VIEJO
12 JOURNEY, SUITE 100
ALISO VIEJO, CA 92656
ATTN: CITY MANAGER

EXEMPT FROM RECORDING FEES PURSUANT
TO GOVERNMENT CODE SECTION 27383

DECLARATION OF RESTRICTIVE COVENANT

APN 934-53-777

City of Aliso Viejo, County of Orange

THIS DECLARATION OF RESTRICTIVE COVENANTS (“Declaration”) is made this ____ day of _____, 2025 by the CITY OF ALISO VIEJO, a California municipal corporation (hereinafter “Declarant”), with reference to the following facts:

A. Declarant purchased and now owns that certain property located at 89 Playa Circle, Aliso Viejo, CA 92656, as more particularly described on Exhibit “A” attached hereto and incorporated herein by this reference (the “Property”).

B. The Property is an affordable unit set aside for low-income households that prior to Declarant’s acquisition in 2023 was previously subject to a restrictive covenant, titled “Affordable Housing Resale Restriction” and recorded in the Official Records of Orange County on October 1, 2015, as Document No. 2015000504564 (the “Resale Restriction”), for the benefit of Declarant, which, among other things, restricted resale of the Property to certain income-eligible individuals and households.

C. Declarant currently leases the Property to a non-profit organization, which in turn subleases the Property to individuals or families that qualify as extremely low or lower income households based on the area median income (“AMI”).

D. Declarant now desires to implement this Declaration and the covenants contained herein in order to maintain the Property as affordable housing and restrict its occupants to those income-eligible for affordable housing.

NOW, THEREFORE, in consideration of the foregoing, Declarant hereby covenants and agrees as follows:

1. The Property shall, at all times, be occupied and used solely as a personal residence by a Qualified Household, who shall pay an Affordable Rent, as herein defined. “Qualified Household” shall mean an individual or family that qualifies as an extremely low or lower income household based on the AMI, as defined in California Health and Safety Code Section 50053 and accompanying regulations of the California Department of Housing and Community Development (“HCD”), as such law or regulations may hereafter be amended, replaced or renumbered from time-to-time. “Affordable Rent” shall mean the maximum rent for

“lower income households” as defined in California Health and Safety Code Section 50053(b)(1)(D) and accompanying regulations of HCD, as such law or regulations may hereafter be amended, replaced or renumbered from time-to-time, with allowance for utilities, as such allowance may be established by the County of Orange.

IN WITNESS WHEREOF, this Declaration is executed this __ day of _____, 2025,
at _____, California.

DECLARANT:

CITY OF ALISO VIEJO, a California municipal
corporation

Date:

By:

City Manager

EXHIBIT A

LEGAL DESCRIPTION

THE LAND REFERRED TO HEREIN BELOW IS SITUATED IN THE CITY OF ALISO VIEJO, COUNTY OF ORANGE, STATE OF CALIFORNIA, AND IS DESCRIBED AS FOLLOWS:

A CONDOMINIUM COMPRISED OF:

PARCEL NO. 1:

UNIT 143 (THE "UNIT") AS SHOWN AND DESCRIBED IN THE PHASE 6 CONDOMINIUM PLAN (TOGETHER WITH ANY AMENDMENTS THERETO, COLLECTIVELY, THE "PLAN") FOR PORTIONS OF LOT 3 OF TRACT NO. 16969 WHICH TRACT IS SHOWN ON THE SUBDIVISION MAP ("MAP") FILED, IN THE CITY OF ALISO VIEJO, COUNTY OF ORANGE, STATE OF CALIFORNIA, IN BOOK 888, AT PAGES 1 TO 20, INCLUSIVE, OF MISCELLANEOUS MAPS, IN THE OFFICE OF THE ORANGE COUNTY RECORDER, WHICH PLAN WAS RECORDED ON JUNE 26, 2008, AS INSTRUMENT NO. 2008-307403 AND RE-RECORDED ON MAY 20, 2009 AS INSTRUMENT NO. 2009-253185, BOTH OF OFFICIAL RECORDS OF ORANGE COUNTY ("OFFICIAL RECORDS").

PARCEL NO. 2:

AN UNDIVIDED ONE-FOURTEENTH (1/14TH) FEE SIMPLE INTEREST AS A TENANT-IN-COMMON IN AND TO THE COMMON AREA DESCRIBED IN THE PLAN.

PARCEL NO. 3:

EXCLUSIVE EASEMENTS FOR THE BENEFIT OF THE UNIT APPURTENANT TO PARCEL NOS. 1 AND 2 DESCRIBED ABOVE, FOR PATIO, BALCONY, AIR CONDITIONING COMPRESSOR PADS AND INTERNAL AND EXTERNAL TELEPHONE WIRING PURPOSES, AS APPLICABLE, OVER THOSE PORTIONS OF THE NEIGHBORHOOD PROPERTY SHOWN ON THE PLAN OR AS DESCRIBED IN THE NEIGHBORHOOD DECLARATION.

PARCEL NO. 4:

NONEXCLUSIVE EASEMENTS FOR ACCESS, DRAINAGE, ENCROACHMENT, MAINTENANCE, REPAIR, AND FOR OTHER PURPOSES, ALL AS MAY BE SHOWN ON THE MAP AND AS DESCRIBED AND RESERVED FOR THE BENEFIT OF GRANTEE IN THE MASTER DECLARATION, NEIGHBORHOOD DECLARATION AND THE AVCA DECLARATION.

APN: 934-53-777

ACKNOWLEDGMENT

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

STATE OF CALIFORNIA)
COUNTY OF _____)

On _____, 2025, before me, _____, Notary Public, personally appeared, _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

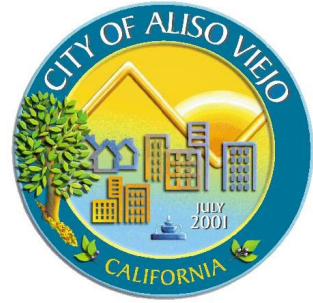
I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature: _____ (seal)

City of Aliso Viejo

AGENDA ITEM



DATE: May 21, 2025

TO: Mayor and City Council

FROM: Mitzi Ortiz, City Manager

SUBJECT: CITY COUNCIL GOAL AND PRIORITY SETTING REPORT

Recommended Action:

1. Receive and file the City Council Goal and Priority-Setting Workshop Report and Implementation Action Plan from Baker Tilly; and
2. Adopt the following Strategic Goals:
 - a. Financial Stability. Continue to ensure the City's financial stability through careful planning and evaluation of revenue and investment opportunities;
 - b. Infrastructure Investment. Maintain, replace, and fund the City's capital assets through infrastructure investment; and
 - c. Aliso Viejo Ranch. Develop a plan to establish the Ranch as a prized community asset.

Fiscal Impact:

There is no financial impact on receiving and filing the reports. The cost of the services provided by Baker Tilly Advisory Group, LP (Baker Tilly) was \$9,200 and accommodated within the current fiscal year 2024-25 budget.

Background:

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.

Discussion:

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:

- 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.

Once the goals were established, Council reviewed approximately 20 different strategies that would assist in achieving those goals. Council subsequently 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.

The priorities have been memorialized in the attached Implementation Action Plan which includes the implementation steps to meet each of Council's priorities. The status of the work plan will be provided to Council on a quarterly basis.

Attachments:

1. City Council Goal and Priority-Setting Workshop Report
2. Implementation Action Plan
3. Presentation



ALISO VIEJO
Live Life Inspired

City of Aliso Viejo

City Council Goal and Priority-Setting
Workshop
February 26, 2025



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Introduction

The City of Aliso Viejo City Council held a strategic planning and goal-setting workshop on Wednesday, February 26, 2025, from 4 p.m. to 8 p.m. in the Aliso Viejo City Council Chambers. The workshop provided an opportunity for Councilmembers to learn more about each other, review elements of effective governance, have an informative dialogue with staff regarding development matters, establish priorities for the coming year, and strengthen teamwork amongst themselves and with the City's executive leadership team. This report contains a summary of the results of the workshop.

Carol Jacobs and Mary Locey, with Baker Tilly, facilitated the workshop.



Objectives

The workshop objectives were as follows:



Discuss good governance and norms of behavior



Establish City Council goals and priorities



Strengthen teamwork

Agenda

1. Welcome by the Mayor
2. Public comment
3. Comments from the City Manager
4. Agenda review
5. Icebreaker exercise
6. Aliso Viejo background
7. Discussion of what makes for effective councils
8. Introduction and context for priority setting
9. Council and staff reflections
10. Development discussion
11. Proposed goals
12. Establishing priorities and dot voting

13. Wrap up and next steps

Participants

City Council



**Mayor
Tiffany Ackley**



**Mayor Pro Tem
Max Duncan**



**Councilmember
District 3
Richard Hurt**



**Councilmember
District 5
Mike Munzing**



**Councilmember
District 1
Tim Zandbergen**

Executive Staff

- City Manager Mitzi Ortiz
- City Attorney represented by Hong Dao Nguyen
- City Clerk Janet Martinez
- Finance Director Ann Eifert
- Information Technology Manager Isaac Azziz
- Public Works Director/City Engineer Shaun Pelletier
- Community Development Director Kim So
- Recreation and Community Services Manager Lizzy Mendoza
- Police Services Captain Ryan Buhr

Workshop Preparation

In preparation for the workshop, the facilitators and staff performed the listed activities below. The facilitators prepared an agenda, PowerPoint presentation and other materials, and reviewed the workshop plan with the City Manager.

- **City Council Interviews.** The Mayor and Councilmembers participated in individual interviews to initiate the process.

- **Department Director Engagement.** A meeting was held with the City's Department Directors, and each department was asked to complete a survey to aid in the development of strategies to accomplish the City Council's goals.
- **Financial Outlook.** City staff prepared a financial outlook to provide the City Council with critical financial information to inform decision making.
- **Resource Overview.** The City presented a snapshot of current resource allocations which identified existing vacancies and available staff resources to implement the strategic plan.

Workshop Overview

Opening Comments

The workshop began with a welcome by Mayor Ackley, who called the meeting to order and invited comments from the public. City Manager Ortiz then offered some opening comments about why the workshop was important and what she hoped the participants would gain from the discussions. The City Manager turned the session over to the facilitators, who reviewed the workshop agenda, objectives, and ground rules for a successful session.

Bike Rack

Ms. Jacobs explained that items brought up but not discussed today would be added to a bike rack for future attention by the City Manager. The items that were added to the bike rack are listed below.

- Consider a volunteer program to get community members involved in their local government.
- Identify the potential for a grant writer position.
- Incorporating artificial intelligence (AI) into government operations.
- Changing the name of the street to highlight the Ranch's location.
- Evaluate a storm water utility fee to offset the City's expenses for regulatory compliance.

Icebreaker Exercise

Ms. Jacobs led the group in an icebreaker exercise. The purpose of this activity was to kick off the workshop informally and to learn more about each other. The Councilmembers and staff were asked to think about what they would like to see as a headline about the City of Aliso Viejo in 10 years. A summary of the comments that were shared is provided below.

Aliso Viejo Headlines

- No headline, but a comment. When you do not read anything about your city, there are no scandals.
- Aliso Viejo is a beacon for families.
- Aliso Viejo continues to be the most financially sound city and best managed for the last 10 years running.
- Aliso Viejo has it all! Services to meet residents' needs and a waiting list for people who want to live here.
- Aliso Viejo is fiscally strong with an *In and Out*.
- With the projects coming up, we will be in a good position. We need ongoing monitoring and mixed use.
- Aliso Viejo is the most desirable city in Orange County, with entertainment, housing, and good schools.
- Aliso Viejo passes budget with a \$10 million surplus.
- Aliso Viejo lives up to its motto – live life inspired.
- Aliso Viejo residents support the City's infrastructure goals.
- Aliso Viejo is a popular destination for shopping, dining, and recreational programs and activities.
- Aliso Viejo residents and businesses continue to thrive, and the city remains in the top 10 safest cities.
- Aliso Viejo is the most vibrant community.

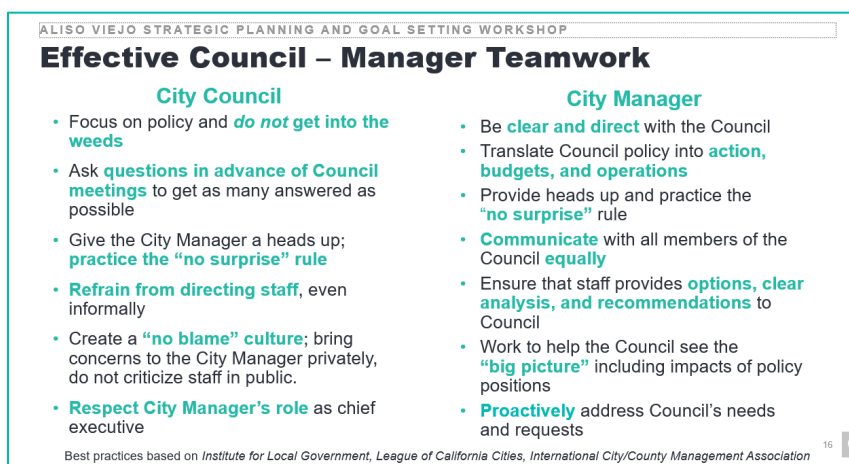
Aliso Viejo Background

Ms. Jacobs provided a brief overview of Aliso Viejo demographics and municipal services as shown below in the two slides from the workshop presentation. Aliso Viejo is a young city that is currently built out with no available land left to develop. As the City has grown, in-house staffing has increased; however, contract services are still highly dependent on. It was also noted that the Orange County Library in Aliso Viejo is currently under renovation.



Good Governance

Using the analogy of being on a sports team, Ms. Jacobs detailed the unique roles of the City of Aliso Viejo team members from the City Council to staff. She noted that when everyone stays in their role, things operate efficiently, and trust and respect are developed. Additionally, she highlighted best practices for an effective council-manager working relationship. The Council and City Manager must practice the "no surprise" rule, which is to say that the City Council needs to trust that the City Manager is addressing their policies, directions, and actions and that the City Manager is providing the City Council with up-to-date and relevant information to make informed decisions. The two slides below were shown during this portion of the workshop.



The Councilmembers were then invited to participate in an interactive poll to learn what they think describes effective governance and ineffective governance. Using their cell phones, each Councilmember entered up to three words or short definitions to the following two questions:



Context for Strategic Planning and Goal Setting

Ms. Jacobs explained that strategic planning is normally undertaken to establish goals and outcomes for a three-, five-, or ten-year period and includes identifying organizational vision and mission statements

and values in addition to the broad multi-year goals. However, the purpose of the workshop was to set goals and priorities focused on a one-year period.

Due to the short time frame to achieve the goals, the large initiatives currently underway, and the limited City resources, fewer goals and strategies were developed for the Council's consideration during the workshop.

Ms. Jacobs shared information on recent accomplishments, initiatives underway, opportunities and one challenge. Baker Tilly discovered this information during interviews with Councilmembers and the meeting with the City's executive team as shown below.

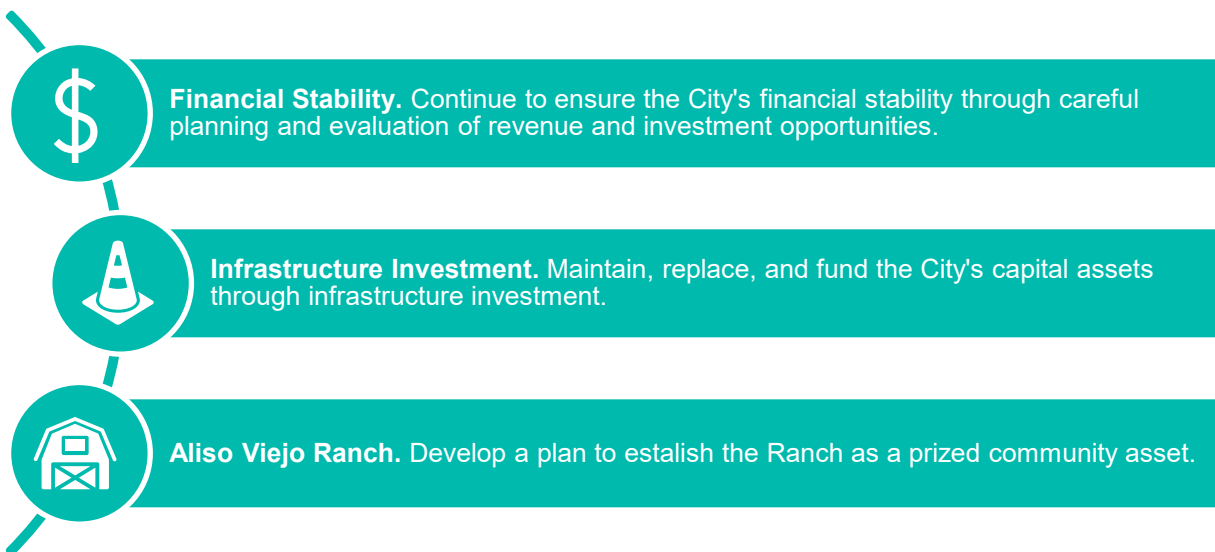
Recent Accomplishments	Initiatives Currently Underway
- Hiring a new City Manager - Enacted Council term and contribution limits - Big developments on the horizon for the city - Changed to City Council Districts for elections - Certified Housing Element - Community Development is 100% paperless and online - Information technology is up to date with infrastructure and cybersecurity - New programming at the Aliso Viejo Ranch - Received approximately \$1.7 million in grants - Successful cannabis store closures	- Analyzing the organization and reviewing contracts/consultant services - Implementing an online budget book for easier reading/viewing - Installing bike lane improvements - Preparing the 2025-26 budget to include a five-year forecast - Reviewing City utility expenditures for efficiency and cost savings - Preparing a neighborhood traffic calming program and traffic signal synchronization program - Updating administrative policies - Upgrading data center equipment
Key Opportunities	Key Challenge
- Argonaut and Freedom Lane condo complexes (property tax) - Expanded recreational partnerships with HOAs (community asset) - Establish development impact fees (revenue) - Re-envisioning uses of the Ranch (community asset) - The Commons shopping center remodel (sales tax) - Update of the Planning Master Fee Schedule (revenue)	Limited revenue sources

Ms. Jacobs then provided a brief overview of the City's finances with data received from the Finance Director which showed projections from June 2024.

Establishing Goals

Ms. Jacobs presented three proposed goals and goal statements to the Council for consideration. The goals were developed from the major themes that arose in the interviews with the Councilmembers. Goal statements were composed to ensure understanding of the goal.

The City Council reviewed and discussed the goals and modified the goal statements as shown below.



Goals and Priorities

As part of the preparation for the goal and priority setting workshop, City departments submitted proposed projects and programs for Council consideration that align with the proposed goals. These strategies were presented to the City Council at the workshop.

Following an opportunity to ask questions and seek clarification about the proposed strategies, Councilmembers conducted a “dot” voting exercise to rank the proposed strategies for staff to focus on over the next year. Each Councilmember was given four sticker dots and asked to place one dot on their top four strategies. See Tables 1 through 3 for the complete list of strategies and the results of the dot voting exercise.



Top Council Priorities

Based on the dot voting exercise, the top City Council priorities are:

- 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.

Priority Ranking

Strategies receiving a majority (two or more) of dots make up the City Council's top priorities for completion this year. Strategies receiving one or zero dots are important for staff to address as resources permit. These strategies should remain in focus should there be a significant change such as securing funding, imposed regulations, or another situation that requires the item(s) to move up in priority. Should the Council determine that an adjustment to its priorities is necessary, it is a best practice to review the established priorities and determine what can be postponed for staff to pivot and work on something new.

Table 1. Goal A. Financial Stability Ranking

Strategies	Dots Received	Priority Ranking
1. 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	2
2. Establish a development impact fee and evaluate opportunities for the use of the fees collected.	0	TBD
3. Identify and pursue alternative funding opportunities to support key City projects, Capital Improvement Program projects and goals.	5	1
4. Review and update the City's Master Fee Schedule to ensure fees align with the cost of services provided.	1	TBD
5. Evaluate and calculate the cost of creating a storm water utility fee.	1	TBD

Table 2. Goal B. Infrastructure Investment

Strategies	Dots Received	Priority Ranking
1. Prepare a master schedule to plan and budget future maintenance and replacement needs based on the recently completed asset evaluation.	2	3
2. Complete an inventory of City equipment and create a schedule/plan for the replacement and/or disposal/sale of items not in use.	0	TBD
3. Proactively identify and pursue grant/alternative funding opportunities that align with capital projects to maintain the City's infrastructure (roads, sidewalks, curbs, streetlights, traffic signals).	1	TBD
4. Prioritize infrastructure maintenance through the Capital Improvement Program (CIP) budget and forecasting process.	0	TBD
5. Upgrade traffic signal equipment to meet technological advances.	0	TBD
6. Align storm water and water quality projects to meet regulatory changes.	0	TBD

Table 3. Goal C. Aliso Viejo Ranch

Strategies	Dots Received	Priority Ranking
1. Review expenditures and seek opportunities for cost savings.	2	4
2. Identify services/programs that will increase community participation.	2	5
3. Increase the digital presence of the facility through a variety of platforms.	0	TBD
4. Evaluate existing events to determine their effectiveness in attracting attendance and generating revenue.	1	TBD
5. Seek areas of improvement or opportunities to make events/rentals more cost neutral.	0	TBD
6. Create a projection to increase cost recovery.	2	6
7. Review ongoing maintenance operations to ensure high quality at reasonable costs.	0	TBD

Wrap-Up and Next Steps

To wrap up, Ms. Jacobs explained that Baker Tilly would prepare this summary report. The City Manager will build out these priorities into the forthcoming budget and staff workplan. The participants were invited to complete a workshop evaluation in which the responses are summarized in the attachment to this report.

Attachment A – Workshop Presentation



City of Aliso Viejo

City Council Strategic Planning and
Goal Setting Workshop

February 26, 2025 | 4:00 pm

Baker Tilly US, LLP, trading as Baker Tilly, is a member of the global network of Baker Tilly International Ltd., the members of which are separate and independent legal entities. © 2024 Baker Tilly US, LLP.



1

Welcome by Mayor Ackley



Mayor
Tiffany Ackley



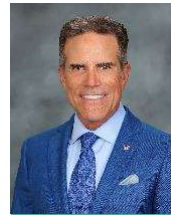
Mayor
Pro Tem
Max Duncan



Council Member
District 3
Richard Hurt



Council Member
District 5
Mike Munzing



Council Member
District 1
Tim Zandbergen

2



2

Public Comment

3

City Manager Comments



City Manager
Mitzi Ortiz



4



4

Agenda Review

- Review today's objectives
- Icebreaker exercise
- Aliso Viejo background
- What makes for effective councils
- Introduction and context for strategic planning and goal setting
- Reflections
- Development Discussion
- Review proposed goals and establish priorities
- Wrap up and next steps



5

Today's Objectives



Discuss good governance and norms of behavior



Establish City Council goals and priorities



Strengthen teamwork

6



6

Workshop Ground Rules



Listen to
understand
each other's
point of view



Seek
consensus



Assume
good intent



Speak up
if we need
a course
correction



Stay
focused

7



7

Bike Rack

- Time management tool
- Items to discuss later



8



8

Icebreaker Activity

Headline

What headline would you like
to read about Aliso Viejo
in 10 years?



9



9

Background

10

Demographics



2001

Incorporated as a
general law City

1st

California planned
community

2nd

Safest city
(2024)



50,068

Estimated
population

37.9

Median age

131,708

Median
household income

11



Source: Aliso Viejo FY 2024-25 Adopted Annual Budget

11

Municipal Services



"In-house" Staff

- Administration
- Community Services & Recreation
- Finance
- Planning
- Public Works



Contracted Services

- Police
- Building Official
- Code enforcement
- Legal services
- Street maintenance
- Street sweeping
- Trash removal



Other Services

- Fire
- Orange County Library System

12



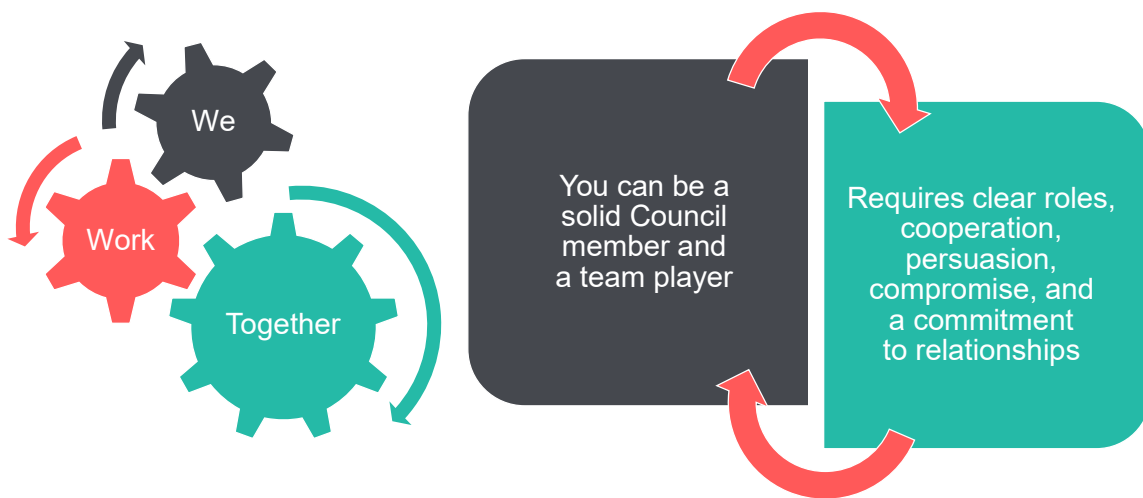
Source: Aliso Viejo FY 2024-25 Adopted Annual Budget

12

What makes for effective councils?

13

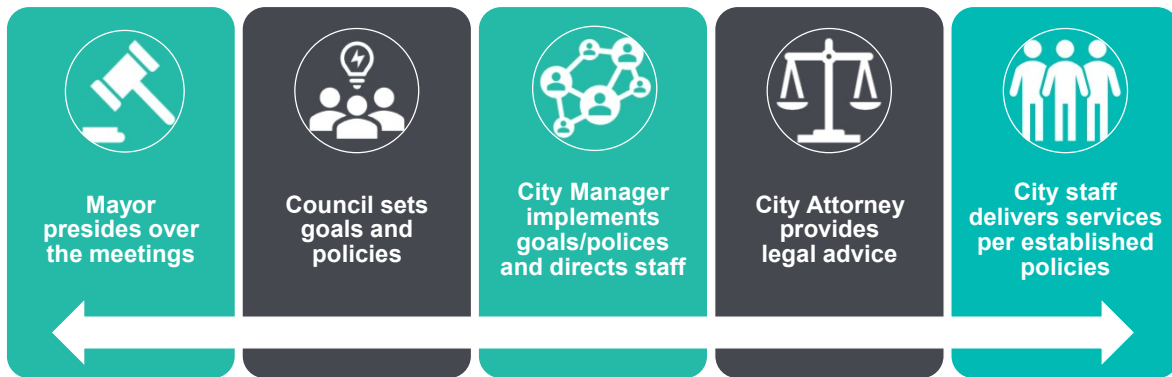
Effective Governing is a Team Sport



14

14

Everyone Has a Role to Play



"Exceptional [governing bodies] have clear roles and responsibilities that are understood and adhered to."

Source: Institute for Local Government

15



15

Effective Council – Manager Teamwork

City Council

- Focus on policy and **do not get into the weeds**
- Ask **questions in advance of Council meetings** to get as many answered as possible
- Give the City Manager a heads up; **practice the "no surprise" rule**
- **Refrain from directing staff**, even informally
- Create a **"no blame" culture**; bring concerns to the City Manager privately, do not criticize staff in public.
- **Respect City Manager's role** as chief executive

City Manager

- Be **clear and direct** with the Council
- Translate Council policy into **action, budgets, and operations**
- Provide heads up and practice the **"no surprise" rule**
- **Communicate** with all members of the Council **equally**
- Ensure that staff provide **options, clear analysis, and recommendations** to Council
- Work to help the Council see the **"big picture"** including impacts of policy positions
- **Proactively** address Council's needs and requests

Best practices based on Institute for Local Government, League of California Cities, International City/County Management Association

16



16

Governance



Log in: **menti.com**
Use code: **8946 0621**



17

17

Effective v. Ineffective Governance

Effective Governance

- **Respect** council-manager form of government
- **Accept the outcome** of a majority vote
- Ability to **make unpopular** but necessary **decisions**
- **Disagree respectfully**
- Being **trustworthy**; doing what you say you will do and doing it transparently
- Engage with the public in **productive** ways

Ineffective Governance

- Personal **attacks**
- **Dominate** discussions
- Purposely being **uncooperative**
- Attempt to **embarrass** each other
- Despite majority vote, continue to **speak against** vote/people who voted
- **Stack** the audience
- View colleagues as **enemies or competitors**

18

18

Context for Strategic Planning and Goal Setting

19

Strategic Plan Framework



20

20

Context for Priority Setting

Don't fill up the bucket with so many small rocks there isn't room for the big ones

Put the **big rocks** in first

Then, add the small rocks where there is **room**



Source: *The 7 Habits of Highly Effective People* by Stephen R. Covey ²¹



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Reflections

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Recent Accomplishments

City Council mentioned:

- Hiring a new city manager
- Excited to establish goals and have a plan
- Enacted Council term and contribution limits
- Big developments on the horizon
- 2024 election started the change to Council Districts



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Recent Accomplishments

Executive Team mentioned:

- Balanced budget with CIP reserves
- Certified Housing Element
- Community Development is 100% paperless and online
- Developing risk management evaluation process
- Information technology up to date with infrastructure and cybersecurity
- New programming at the Ranch
- City received approximately \$1.7 million in grants
- Successful cannabis store closures



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Key Challenge

- Limited revenue sources



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Key Opportunities

- Argonaut and Freedom Lane condo complexes (property tax)
- Expanded recreational partnerships with HOAs (community asset)
- Establish development impact fees (revenue)
- Reenvisioning uses of the Ranch (community asset)
- The Commons shopping center remodel (sales tax)
- Update of the Planning Master Fee Schedule (revenue)



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Initiatives Currently Underway

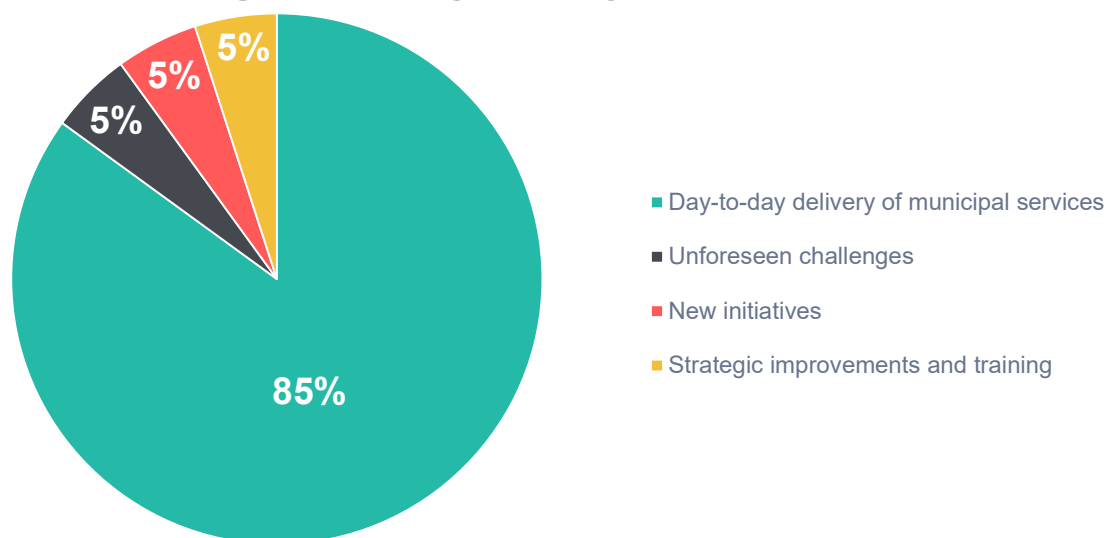
- Analyzing the organization and reviewing contracts/consultant services
- Implementing an online budget book for easier reading/viewing
- Installing bike lane improvements
- Preparing the 2025-26 budget to include a five-year forecast
- Reviewing City utility expenditures for efficiency and cost savings
- Preparing a neighborhood traffic calming program and traffic signal synchronization program
- Updating administrative policies
- Upgrading data center equipment

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How Management Typically Allocates Their Time

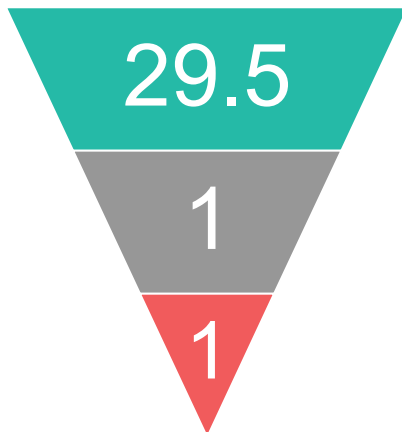


Baker Tilly estimate for any local government based on experience. 28



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Staff at a Glance



Total Staff

- The City has **29.5 FTE** staff positions for FY 2024-25

Vacancies

- One** position is currently vacant

Available Staff

- One** position is available to assist with special projects

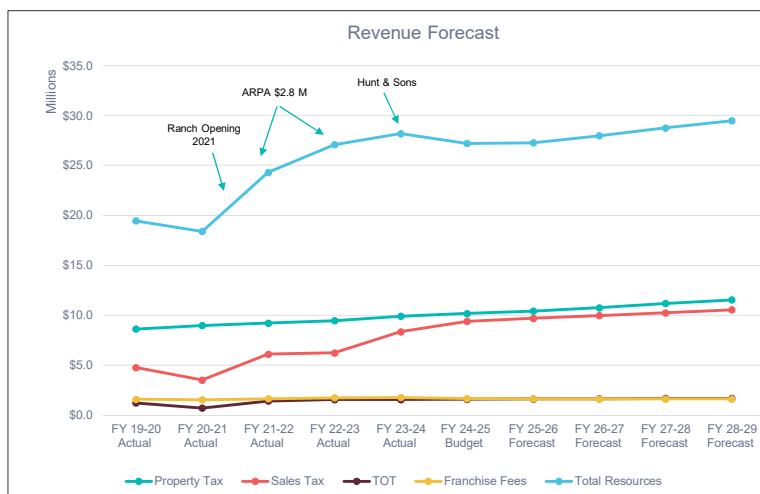
The City Manager has little time to work on special projects or Council initiatives in addition to her ongoing day-to-day responsibilities.

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General Fund Resources



*Projections provided in June 2024
 Sources: Property Tax – HDL Coren & Cone, February 2024
 Sales Tax – HDL Companies, January 2024, Finance
 TOT – Finance
 Franchise Fees - Finance

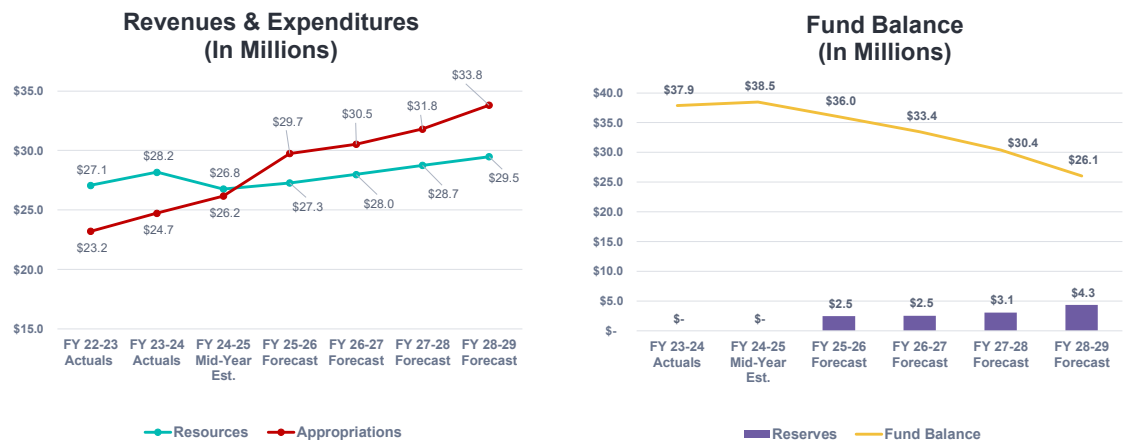
- Total Revenue Growth: 0-3%
 - Property Tax: 2-4%
 - Sales Tax: 2-3%
 - TOT: Flat
 - Franchise Fees: Flat

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General Fund Revenue and Expenditures



*Projections provided in June 2024

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Meal Break

Development Discussion

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Town Center

Town Center should be a thriving, family-friendly place for the community.

Major challenge – 25 owners of buildings and parking lots

- Past City effort for new design concept not implemented by owners (changes require 2/3 ownership approval)
- Owners focused on occupancy regardless of tenant use
- City cannot control chosen tenants
- What is the new face of retail space?



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Development Initiatives

- Placing concept review items on Council meeting agendas
- Preparing to conduct a comprehensive update of the Zoning Code
- Promoting a local business-of-the-month via social media
- Showcasing Aliso Viejo as a boutique, family-friendly and safe community
- Private redevelopment of commercial spaces into mixed use

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Proposed Goals

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Proposed Goals

- A. Financial stability.** Ensure the City's financial stability through careful planning and optimizing revenue and investment opportunities.
- B. Infrastructure investment.** Maintain, replace, and fund the City's capital assets through infrastructure investment.
- C. Aliso Viejo Ranch.** Develop a plan to increase cost recovery and establish the Ranch as a prized community asset.

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Consensus

Anything to
change?

Is anything
missing?



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Proposed Strategies

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Goal A. Financial stability

1. 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.
2. Establish a development impact fee and evaluate opportunities for the use of the fees collected.
3. Identify and pursue alternative funding opportunities to support key City projects and goals (grants, partnerships).
4. Review and update the City's Master Fee Schedule to ensure fees align with the cost of services provided.
5. Evaluate the creation of a storm water utility fee.

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Goal B. Infrastructure investment

1. Prepare a master schedule to plan and budget future maintenance and replacement needs based on the recently completed asset evaluation.
2. Complete an inventory of City equipment and create a schedule/plan for replacement and/or disposal/sale of items not in use.
3. Proactively identify and pursue grant/alternative funding opportunities that align with capital projects to maintain the City's infrastructure (roads, sidewalks, curbs, streetlights, traffic signals).
4. Prioritize infrastructure maintenance through the Capital Improvement Program (CIP) budget and forecasting process.
5. Upgrade traffic signal equipment to meet technological advances.
6. Align storm water and water quality projects to meet regulatory changes.

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Goal C. Aliso Viejo Ranch

Approved as a community-focused and historical preservation location that provides educational opportunities through classes and workshops with spaces for rentals.

The Ranch

- Preservation of the parcel's historic significance and restoration of historic buildings
- Multiple indoor and outdoor rental spaces for events, meetings, workshops, etc.
- Large (100+) private rentals limited to Friday, Saturday, and Sunday
- Fees established for resident and non-resident; based on use
- 30-year bond, \$12.3 million, \$0.7 million annual debt service

Gold Coast Farm

- Lease's space (expires in 2030)
- Tenant has the right to conduct events on its space; welcomes volunteers and public education
- Revenue generated is passed through the City (City retains 10% of revenue collected)
- The City does not pay for the farm or farm operations

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Goal C. Aliso Viejo Ranch

Develop a plan to increase cost recovery and establish the Ranch as a prized community asset.

- All programs are open to residents and non-residents.



Normal uses/activities:

- City recreational classes
- Summer and day camps
- Facility rentals
- Free educational lectures/workshops
- American Red Cross Blood Drive
- Mobile library visits
- Tours
- Fruit/vegetable donations to South County Outreach

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Goal C. Aliso Viejo Ranch

Revenue Source	FY 2023-24 Actual	FY 2024-25 as of 1/31/2025
Facility rentals	\$523,836	\$224,947
Other income	67,191	21,790
Program revenue	3,976	4,375
Contract classes ¹	608,509	104,572
City camp ¹	129,795	4,550
Refunds	9,381	2,839
Farm revenue ²	253,278	156,222
Total	\$1,595,966	\$519,295

¹Summer programs account for most of the revenue earned in these areas.

²All farm revenue is collected by the City. The City retains 10% plus the cost of utilities and miscellaneous maintenance performed.

Expenditure Source	FY 2023-24 Actual	FY 2024-25 as of 1/31/2025
Salaries/benefits	\$862,689	\$452,571
Technology	85,737	69,884
Instructor/camp	432,705	248,846
Building/grounds	257,236	122,428
Advertising/promotions	89,823	46,041
Farm	229,491	133,758
Other/misc.	77,217	29,010
Subtotal	2,034,898	1,102,538
Debt Service	655,974	459,425
Total	\$2,690,872	\$1,561,963



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Goal C. Aliso Viejo Ranch

1. Review expenditures and seek opportunities for cost savings.
2. Identify services/programs that will increase community participation.
3. Increase the digital presence of the facility through a variety of platforms.
4. Evaluate existing events to determine their effectiveness in attracting attendance and generating revenue.
5. Seek areas of improvement or opportunities to make events/rentals more cost neutral.
6. Create a projection to increase cost recovery.
7. Review ongoing maintenance operations to ensure high quality at reasonable costs.

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Reflection

- Anything missing?
- Anything to change?

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Establishing Priorities

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Dot Voting

- **Four** dots each for your preferred **strategies**
- **One dot per strategy**
- **Strategies with the most dots will establish priorities**

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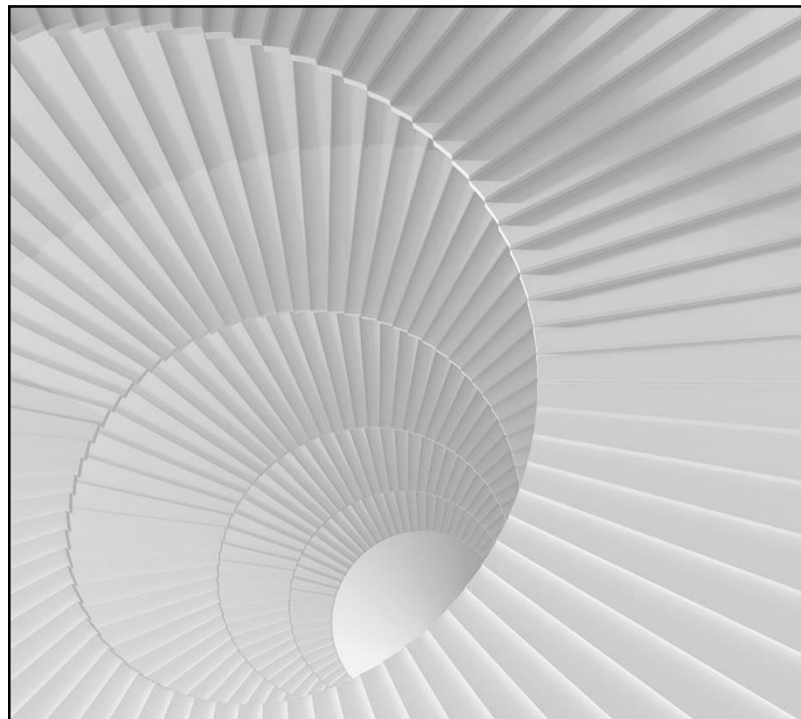
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Consensus

Anything to
change?

Is anything
missing?

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Wrap Up

- Baker Tilly will prepare a workshop report
- Staff to build Council direction into workplans and budget

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Closing Comments

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Carol Jacobs
MANAGING DIRECTOR

P: +1 (949) 809-5588
E: carol.jacobs@bakertilly.com

Mary Locey
CONSULTING MANAGER

P: +1 (714) 809-5589
E: mary.locey@bakertilly.com

Workshop Survey



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Thank you

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City of Aliso Viejo Implementation Action Plan

March 2025

Making the Most of the Implementation Action Plan

Baker Tilly has developed this draft Implementation Action Plan to assist the City of Aliso Viejo with the phasing and scheduling of six recommendations in the project report. That report sets forth the analysis leading to each recommendation. The work involved in implementing the recommendations will need to be integrated into the other work of the departments and divisions tasked with their completion, along with appropriate assignments of responsibility and with identification of specific planned completion dates. The draft Action Plan begins that process with guidance about a recommended priority assignment. Priority 1 recommendations are those that the City Council identified as the most important to accomplish without delay. Priority 2 recommendations received less than a majority of the votes and have less importance in the near term or have an added element of complication to complete or require a significant amount of resources (perhaps internal and external) to assist with completion. Priority 3 recommendations received no votes and are the least urgent to complete, either because they require action by a third party over which the City of Aliso Viejo has no direct control, or due to complexity, or their relative importance to city-wide goals.

We suggest that you use this document to prepare a final Action Plan for Aliso Viejo. In doing so, the management team will need to identify specific target dates for completing implementation activities associated with each recommendation. Additionally, you may want to modify the described activities for implementing an individual recommendation based on internal knowledge of what will be required for completion or adjust the assignment of responsibility based on pending or future workload or other considerations. Where a draft task calls for an event to occur “regularly” or with a preset frequency (e.g., quarterly, monthly), you’ll want to ensure that your implementing procedure or policy is written to accomplish that objective. The prudent implementation of most recommendations will require “circling back” after the work of implementation has begun to fine-tune the work or the milestones based on experience. This step is not explicitly called out for each recommendation; however, assessing the progress of implementation (via “circling back”) should be a part of your normal management system. We would be happy to set up a consultation with you to support the conversion of this draft into the final Action Plan you can use to manage implementation.

To turn this draft into the Action Plan that is used to manage implementation, replace the column titled “Priority” with actual completion dates. Target dates can be specific (e.g., September 1) or by month or quarter (e.g., 3Q 2025), as appropriate to the individual action.

All of the work to implement the strategies is in addition to the normal work of involved City staff. Baker Tilly has staff associates who are experienced in implementing many of the actions identified in this draft Action Plan. We welcome the opportunity to assist you in doing so, and in any case, we remain available to consult with you in whatever way we can be helpful. Please do not hesitate to contact Carol Jacobs at 949-809-5588 if we can be of assistance. Carol can be reached by email at carol.jacobs@bakertilly.com.

The discipline of project planning is basic to the successful execution of the work ahead. We hope that you find the draft Implementation Action Plan useful in that regard.

Rec No.	Recommendation	Implementation Steps	Priority ¹	Person Responsible ²	Comments
	Goal A: Financial Stability				
1	Identify and pursue alternative funding opportunities to support key City projects, Capital Improvement Program projects and goals.	• Research potential funding sources such as federal, state, county and public and private partnerships • Evaluate eligibility based on the criteria for each grant to ensure the projects meet the grant requirements • Prepare grant application and ensure all the required documentation and information are included • Engage stakeholders to include affected departments and legislative partners • Monitor and review the progress of funding applications and adjust based on feedback • Implement grant and ensure proper accounting of grant funds and reporting timelines • Implement a centralized grant management system. • Update Investment Policy	1	IT is responsible for implementing grant management system All Departments will actively pursue grant opportunities and document accordingly Finance will update the Investment Policy	

¹Priority 1: Important to accomplish without delay and/or easy to accomplish.
²Priority 2: Second tier of importance to accomplish and/or may involve some complexity or time to complete.
³Priority 3: Least urgent to complete and/or may take longer to set up or to execute.
²To establish clear accountability, there should be a single manager assigned responsibility for completing implementation of each recommendation. Where more than one manager is identified in this column, responsibility should be clarified when the Final Action Plan is prepared.

Rec No.	Recommendation	Implementation Steps	Priority ¹	Person Responsible ²	Comments
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.	• Departments to review contract terms and conditions before expiration and subject to renewal • Conduct spot checks to ensure policy compliance and quality control • Engage stakeholders who manage contracts to gather input for the review of contracts • Communicate issues regarding compliance with agreements • Identify potential cost savings and contract performance • Monitor and document progress of contract compliance • Monitor contract expiration dates through Laserfiche • Review and update Purchasing Policy as necessary	1	Finance	
	Goal B: Infrastructure Investment				
3	Prepare a master schedule to plan and budget future maintenance and replacement needs based on the recently completed asset evaluation.	• Review asset evaluation report and identify priorities • Develop a maintenance and replacement plan • Estimate costs with inflationary factors for future years • Create an annual budget based on resources and grant availability • Complete annual projects based on the budget	2	Public Works	
	Goal C: Aliso Viejo Ranch				
4	Review expenditures and seek opportunities for cost savings.	• Conduct a review of expenditures for opportunities for cost savings • Analyze spending patterns and areas of high costs • Evaluate contracts and agreements for renegotiation or termination of non-essential services • Implement cost control measures • Identify alternative funding sources • Monitor progress	2	Recreation & Community Services	

Rec No.	Recommendation	Implementation Steps	Priority ¹	Person Responsible ²	Comments
5	Identify services/programs that will increase community participation.	• Conduct a community survey to identify their interests • Analyze survey results • Engage stakeholders to gain support for new programs and initiatives • Identify community partners • Develop program proposals and pilot programs to evaluate community interest • Promote programs	2	Recreation & Community Services	
6	Create a financial projection to increase cost recovery.	• Gather financial data on the Ranch's revenue and expenditures • Analyze current revenue and expenditures • Develop financial projections	2	Finance	
	STRATEGIES WITH LESS THAN 3 VOTES TBD				
	Fiscal Stability				
	Review and update the City's Master Fee Schedule to ensure fees align with the cost of services provided.	• Conduct a cost analysis • Benchmark against other cities • Engage all departments to ensure all costs and fees are captured • Draft proposed changes for Council review and approval • Implement changes as authorized by the Council		Community Development	
	Evaluate and calculate the cost of creating a storm water utility fee.	• Review current method of funding storm water improvements • Develop long-term plan for funding maintenance and improvements of the storm water system		Public Works	

Rec No.	Recommendation	Implementation Steps	Priority ¹	Person Responsible ²	Comments
	Establish a development impact fee and evaluate opportunities for the use of the fees collected.	• Conduct a needs assessment • Develop a fee structure • Legal review to ensure compliance • Draft proposed changes for Council review and approval • Implement fee collection • Allocate and use fees in accordance with the needs assessment • Monitor and review fees collected to ensure compliance with the law		Public Works	
	Infrastructure Investment				
	Complete an inventory of City equipment and create a schedule/plan for the replacement and/or disposal/sale of items not in use.	• Conduct an initial inventory of all city equipment under the city's capital asset threshold. • Evaluate condition and estimated useful life of equipment • Identify replacement needs and timing • Develop a replacement schedule • Consider internal service fund for replacement of assets • Plan for disposal, sale and replacement on an annual basis • Keep asset list up to date		Public Works	

Rec No.	Recommendation	Implementation Steps	Priority ¹	Person Responsible ²	Comments
	Proactively identify and pursue grant/alternative funding opportunities that align with capital projects to maintain the City's infrastructure (roads, sidewalks, curbs, streetlights, traffic signals).	• Research potential funding sources such as federal, state, county and public and private partnerships • Evaluate eligibility based on the criteria for each grant to ensure the projects meet the grant requirements • Develop a comprehensive funding strategy that aligns with the City's goals and priorities. Include a timeline, key milestones and responsible parties • Prepare grant application and ensure all the required documentation and information are included • Engage stakeholders to include affected departments and legislative partners • Monitor and review the progress of funding applications and adjust based on feedback • Implement grant and ensure proper accounting of grant funds and reporting timelines		Public Works	
	Prioritize infrastructure maintenance through the Capital Improvement Program (CIP) budget and forecasting process.	• Conduct a needs assessment • Develop a prioritization framework • Prepare a draft CIP with funding sources • Review and adjust as needed		Public Works Finance	
	Upgrade traffic signal equipment to meet technological advances.	• Conduct a needs assessment • Research technological advances • Develop an upgrade plan • Secure funding • Implement upgrades		Public Works	

Rec No.	Recommendation	Implementation Steps	Priority ¹	Person Responsible ²	Comments
	Align storm water and water quality projects to meet regulatory changes.	• Review regulatory requirements • Develop a gap analysis to determine if there are any gaps in meeting regulations • Develop a compliance plan if necessary • Secure funding • Implement changes		Public Works	
	Aliso Viejo Ranch				
	Increase the digital presence of the facility through a variety of platforms.	• Assess current digital presence including website, social media and other platforms • Identify target audience • Develop a content strategy • Utilize social media platforms • Optimize website • Leverage email marketing • Monitor and analyze performance		Recreation & Community Services Government Services	
	Evaluate existing events to determine their effectiveness in attracting attendance and generating revenue.	• Gather data on attendance and revenue and expenses for each event • Analyze attendance trends for high and low attendance events • Conduct surveys to gather feedback on experience • Engage organizers, community members and sponsors to build support • Identify areas for improvement • Develop an action plan • Monitor and adjust		Recreation & Community Services	

Rec No.	Recommendation	Implementation Steps	Priority ¹	Person Responsible ²	Comments
	Seek areas of improvement or opportunities to make events/rentals more cost neutral.	• Conduct cost analysis • Review pricing strategies • Optimize resource allocation • Negotiate vendor contracts • Monitor and review		Recreation & Community Services	
	Review ongoing maintenance operations to ensure high quality at reasonable costs.	• Assess condition and maintenance of all buildings and equipment at the Ranch • Develop a maintenance schedule for all buildings and equipment • Implement a preventive maintenance program • Evaluate the cost effectiveness of providing services in-house or contracting out services • Monitor and adjust		Public Works	



City Council Goal and Priority Setting Report

May 21, 2025

Background

Preparation

- Agreement for workshop facilitation services with Baker Tilly Advisory Group
- 1 on 1 Interviews with Council
- Meetings with Executive Staff
- Workshop held on February 26, 2025

Objectives

- Discuss Good Governance
- Establish City Council Goals and Priorities
- Strengthen Teamwork

Goals

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.

Priorities

Goal 1 – Financial Stability

- 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.

Goal 2 – Infrastructure Investment

- 3) Prepare a master schedule to plan and budget future maintenance needs based on the recently completed asset evaluation.

Priorities

Goal 3 – Aliso Viejo Ranch

- 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.

Implementation Plan

- Steps include:
 - Implement centralized grant monitoring system
 - Review contracts and agreements at expiration and/or renewal to identify cost savings
 - Review asset evaluation and develop maintenance and replacement plan
 - Conduct review of revenue and expenditures at AV Ranch
 - Conduct community survey for recreation programs
- Provide quarterly status updates

Additional Strategies

12 additional strategies received less than 3 votes and will be analyzed for potential implementation

- Master Fee Schedule
- Stormwater Utility Fee
- Development impact fee
- Equipment management
- Grant funding for CIP
- Infrastructure Maintenance
- Traffic Signal Upgrades
- Stormwater/Water Quality Projects
- Increase social media presence
- Evaluate events
- Cost neutrality for events/rentals
- AV Ranch maintenance

Recommended Action

1. Receive and file the City Council Goal and Priority-Setting Workshop Report and Implementation Action Plan from Baker Tilly; and
2. Adopt the following Strategic Goals:
 - a. Financial stability. Continue to ensure the City's financial stability through careful planning and evaluation of revenue and investment opportunities.
 - b. Infrastructure investment. Maintain, replace, and fund the City's capital assets through infrastructure investment.
 - c. Aliso Viejo Ranch. Develop a plan to establish the Ranch as a prized community asset.

City of Aliso Viejo

AGENDA ITEM



DATE: May 21, 2025

TO: Mayor and City Council

FROM: Ann Eifert, Director of Financial Services

SUBJECT: PROPOSED ANNUAL BUDGET FOR FISCAL YEAR 2025-26

Recommended Actions:

1. Review the proposed Fiscal Year (FY) 2025-26 Annual Budget; and
2. Provide any additional direction to staff regarding the proposed FY 2025-26 Budget.

Fiscal Impact:

The proposed FY 2025-26 budget includes appropriations for programs and projects necessary to provide essential services to the community. General Fund revenues are estimated to total \$26.8 million. Staff is proposing a balanced and prudent General Fund operating budget totaling approximately \$26.8 million and \$0.8 million for the Capital Improvement Plan (CIP).

A General Fund operating surplus of approximately \$40,000 is projected with General Fund reserves needed to fund \$0.8 million in capital improvements, resulting in a net decrease to fund balance in the amount of \$0.7 million. The estimated year-end General Fund balance will decrease by approximately 1.8% to \$38.4 million.

FY 2025-26 General Fund Proposed Budget

Resources	\$	26,835,800
Appropriations		(26,795,663)
Operating Surplus (Deficit)	\$	40,137
Estimated Year-End	\$	40,137
Capital Improvement		760,000
Use of Reserves		(760,000)
Estimated Beginning Fund Balance	\$	39,109,079
Estimated Year-End Fund Balance	\$	38,389,216
Estimated Change in Fund Balance	\$	(719,863)
% Change in Fund Balance		-1.8%

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 2025-26 are approximately \$9.5 million and \$10.9 million, respectively.

At the end of FY 2025-26 operations, the estimated fund balance for all City funds will be approximately \$45.2 million.

Background:

On April 2, 2025, a City Council study session was held to discuss the FY 2025-26 draft budget. The study session provided the Council with initial revenue and expenditure estimates, including cost-of-living adjustments for employees and capital improvement projects. The draft budget incorporated budget reductions, such as freezing of a motor officer position, converting a full-time Emergency Management Coordinator to part-time, and decreases in professional service contracts and supplies.

Discussion:

General Fund Revenues

Revenue forecasts for FY 2025-26 were prepared using estimates and projections provided by the State, other agencies, and City consultants. General Fund resources are estimated to total \$26.8 million. Table 1 below provides a summary of General Fund resources compared to the current year and FY 2023-24.

Table 1: General Fund Resources

General Fund Resources	FY 2023-24 Actuals	FY 2024-25 Adopted Budget	FY 2024-25 Year-End Estimates	FY 2025-26 Proposed Budget
Property Tax	\$ 9,911,102	\$ 10,179,100	\$ 10,179,000	\$ 10,319,100
Sales Tax	8,359,623	8,900,000	8,900,000	8,520,000
TOT	1,570,575	1,600,000	1,594,088	1,600,000
Franchise Fees	1,793,611	1,661,670	1,672,525	1,636,000
Recreation	1,593,376	1,685,500	1,440,000	1,560,000
Building & Planning	1,240,630	1,100,000	1,250,000	1,085,000
Fines & Forfeitures	296,430	185,000	246,595	210,000
Investment Earnings	708,216	495,000	800,000	850,000
Other	2,700,363	944,049	944,049	1,055,700
Total Resources	\$ 28,173,926	\$ 26,750,319	\$ 27,026,257	\$ 26,835,800

The City receives 82% 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 \$10.3 million and is projected to remain relatively flat compared to the current year. Although Proposition 13 allows for a maximum of 2% increase annually in a property's assessed value, the additional revenue gained from the annual adjustment is offset by potential losses from valuation appeals and lower transfer taxes due to a slowing housing market from higher interest rates.

Sales tax is conservatively estimated at \$8.5 million, a decrease of \$0.4 million or 4% from the current year and at this time does not include any changes or growth with the City's tax sharing agreements. According to the Conference Board, the consumer confidence index has declined for the fifth consecutive month, and the U.S. Department of Commerce recently reported a decrease in GDP. In addition, continued high rates of inflation and changes in economic policy regarding tariffs have sparked fears of a recession and the lower sales tax estimates reflect the economic uncertainty.

TOT and franchise fees remain consistent year after year at approximately \$1.6 million. The City has two hotels and therefore 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 and the potential loss of approximately \$50,000 annually from the County as a result of a new Waste Disposal Agreement, which is currently being negotiated.

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 \$1.6 million and include facility rentals at the Ranch, classes, and camps. Although the current year saw a decline in larger events hosted by non-residents, such as weddings, FY 2025-26 estimates anticipate a return to FY 2023-24 levels through additional marketing efforts and rental options. Building and planning fees are estimated to decline because the current year includes one-time fees from the expansion of the Kaiser facility. Investment income is estimated at \$0.9 million as a result of higher interest rates. Net income from the Aliso Viejo Center is estimated at \$0.7 million, an increase of approximately \$0.2 million from the current year.

General Fund Appropriations

The General Fund operating budget totals \$26.8 million and includes \$0.2 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 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 3.1%. The estimated cost of the COLA is \$0.1 million.

In addition, appropriations include CalPERS pension costs of \$0.4 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 2025-26 budget provides the necessary funding to continue essential services throughout the community. The operating budget reflects an increase of approximately 4.8%, or \$1.2 million compared to the FY 2024-25 year-end estimates. The year-over-year increase is primarily a result of higher public safety costs due to increases in the law enforcement contract with the Orange County Sheriff's Department, animal care services with the City of Mission Viejo, and crossing guard services.

Budget reductions were made across all departments to offset higher costs and balance the operating budget. Reductions include freezing of a motor officer position within the law enforcement contract and the conversion of a full-time Emergency Management Coordinator to part-time, as well as reductions for professional services in Administration and Support, Public Works, and Community Development. Costs were also reduced for recreation, classes, and training. Table 2 summarizes the General Fund appropriations.

Table 2: General Fund Appropriations

General Fund Appropriations	FY 2023-2024 Actuals	FY 2024-25 Amended Budget	FY 2024-25 Year-End Est.	FY 2025-26 Proposed Budget
Admin & Support	\$ 4,978,006	\$ 4,976,449	\$ 4,761,449	\$ 4,819,209
Community Services	2,743,811	3,165,132	3,022,132	3,094,207
Comm & Econ Dev	3,982,795	4,136,826	4,186,826	3,903,498
Public Works	1,724,588	1,914,500	1,834,500	2,022,627
Public Safety	10,005,398	11,332,287	10,632,287	11,794,417
City Hall	201,147	251,290	251,290	283,305
Debt Service	655,795	658,050	658,050	657,450
Transfers	159,252	201,402	201,402	220,950
Total Operating	\$ 24,450,792	\$ 26,635,936	\$ 25,547,936	\$ 26,795,663
Capital Improvement	267,472	526,000	251,000	760,000
Total General Fund	24,718,264	\$ 27,161,936	\$ 25,798,936	\$ 27,555,663

Capital Improvement Plan (CIP)

Other General Fund obligations include funding for capital improvement projects totaling \$0.8 million for FY 2025-26. General Fund improvements include the following projects:

- Aquatic Center pool deck - \$350,000
- Aquatic Center pool pump - \$40,000
- AV Ranch wood sealing - \$75,000
- City Hall carpet and paint - \$275,000
- Dairy Fork and Wetlands monitoring projects - \$20,000

The CIP with funding from special revenues total \$6.9 million and include the following projects:

- Accessible pedestrian signals - \$162,500
- Slurry seal - \$750,000
- Glenwood street rehabilitation from SR73 to Aliso Creek - \$1,510,000
- Aliso Viejo Parkway rehabilitation from Enterprise to Aliso Creek - \$2,000,000
- Cedarbrook rehabilitation from Glenwood to Aliso Viejo Parkway - \$1,085,000
- Columbia and Argonaut street rehabilitation - \$30,000
- City Hall and Ranch ADA improvements - \$74,209
- Bike Lane Implementation - \$1,300,000

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 revenues and expenditures are estimated at \$1.4 million, respectively. Gas Tax funds are appropriated for street maintenance activities, such as street lighting, signal maintenance, and street sweeping.

Measure M revenues and expenditures are projected at \$1.1 million and \$1.3 million, respectively. Measure M funds are used for street capital projects and the Senior Mobility Program.

SB1-RMRA revenue totals \$1.4 million and \$1.3 million is appropriated for street capital projects.

Public Safety grants include the Supplemental Law Enforcement Service Funds (SLESF) for front line local public safety programs and equipment and is expected to be about \$0.2 million in revenue and expenses. These funds are used to offset contractual costs with the OCSD for various police equipment.

Air Quality Management District (AQMD) revenue is approximately \$0.1 million with fund balance funding \$1.3 million for the implementation of bike lanes throughout the City.

Integrated Waste Management funds are used to facilitate recycling and other waste reduction initiatives. Remaining grant funds of \$0.2 million are expected to be spent in FY 2025-26.

Other Grants for FY 2025-26 total \$0.4 million and include the Permanent Local Housing Allocation grant, which provides funding for 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 \$0.4 million and provides funding for the Community Development Block Grant (CDBG).

Management services for the Aliso Viejo Center and the Aquatic Center are provided by two management companies. Aliso Viejo Center revenues total approximately \$3.3 million and expenses total \$2.6 million, resulting in a net transfer of \$0.7 million to the General Fund. The Aquatic Center revenues are \$1.0 million, with expenditures totaling \$1.2 million. The City's General Fund will subsidize the operating deficit with a transfer to the Aquatic Fund in the amount of \$0.2 million. Table 3 summarizes the revenue and expenditure budget for the City's special revenue funds.

Table 3: Special Revenue Funds

Fund	FY 2025-26 Revenue	FY 2025-26 Appropriations
Traffic Congestion Relief	\$ 1,900	\$ -
Gas Tax	1,459,500	1,374,700
Measure M	1,056,000	1,302,129
SB1	1,386,500	1,270,000
Public Safety Grants	209,000	186,677
AQMD	88,000	1,300,000
Integrated Waste Mgmt	17,000	156,000
Other Grants	365,620	365,620
Technology Grant	75,800	105,200
Development Impact	-	-
Federal Grants	377,798	377,798
AV Center	3,315,078	3,315,078
AV Aquatic Center	1,183,950	1,183,950
Total	\$ 9,536,146	\$ 10,937,152

In preparation for budget adoption by the City Council on June 4, 2025, Staff will continue analyses of revenues and expenditures, as well as incorporate any direction from the City Council.

Attachment:

1. Presentation



Fiscal Year 2025-26 Proposed Annual Budget

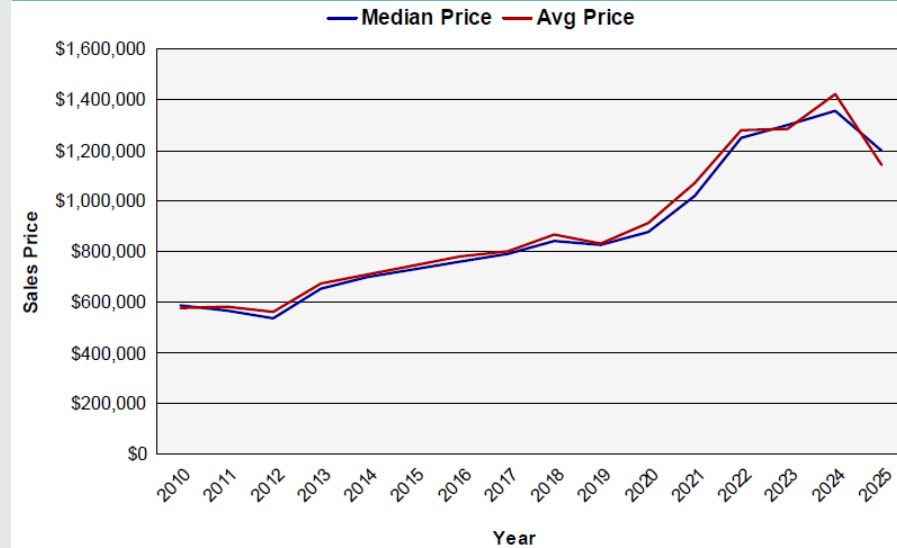
City Council

May 21, 2025

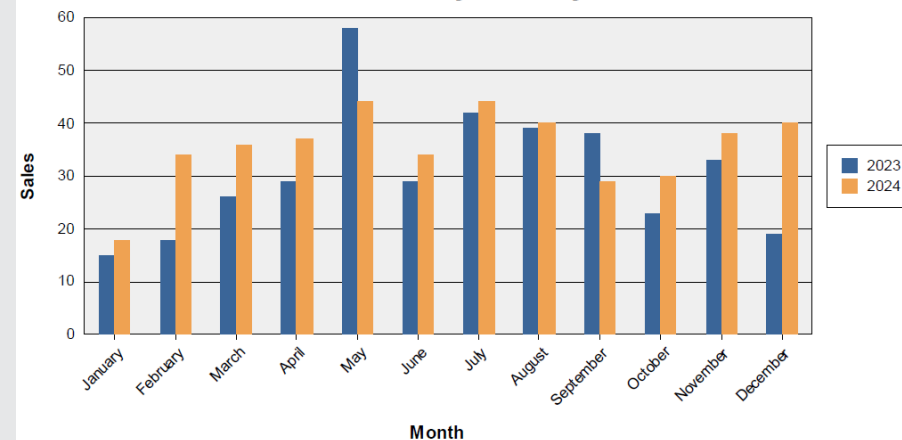
FY 2025-26 General Fund Estimated Revenues

- Property Tax - \$10.3M
 - Higher interest rates
 - Decrease in sales activity
 - Lower median home prices
 - Valuation appeals

AV Detached Single Family Residential



Monthly History



FY 2025-26 General Fund Estimated Revenues

- Sales Tax - \$8.5M
 - New Businesses at the Commons
 - Slowing economy
 - Falling fuel prices and demand
 - Consumer Confidence
 - Insurance Costs
 - Housing Costs
 - Tariffs
 - Inflation
 - Does not include potential EFUEL growth
 - Additional \$2.0 million sales tax revenue
 - Potential for **additional** net income of \$600K to the General Fund

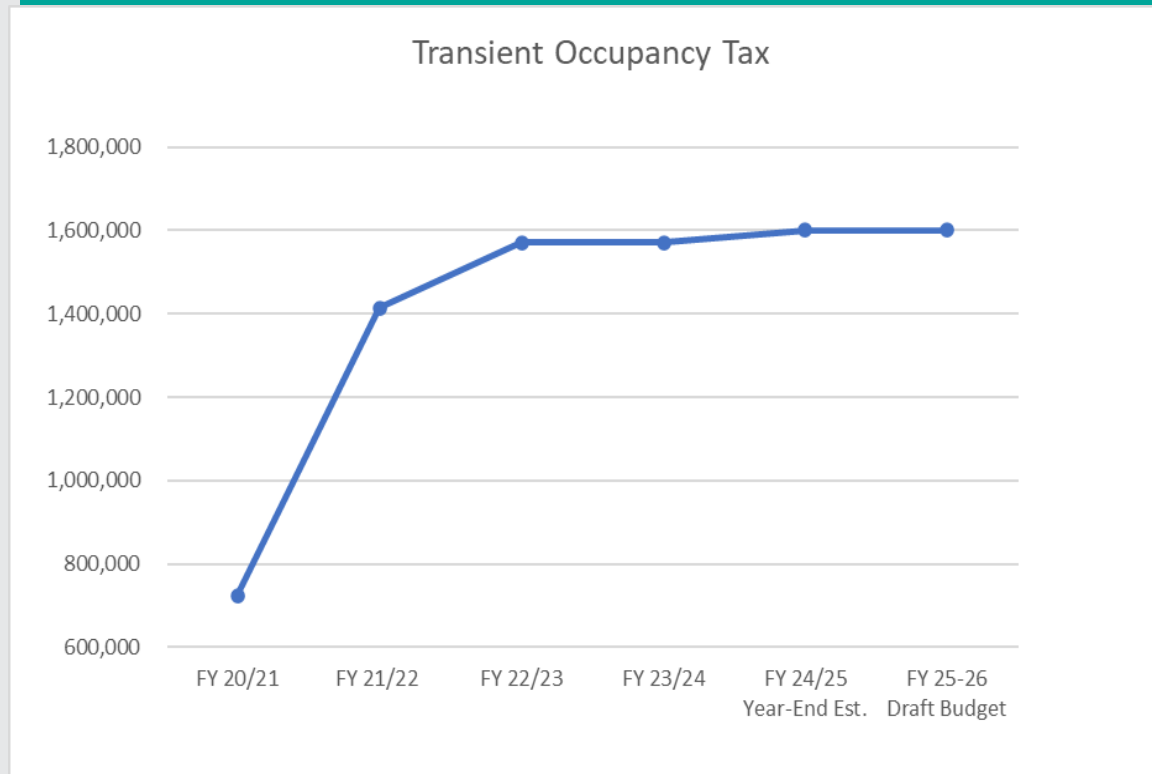


TOP 25 PRODUCERS

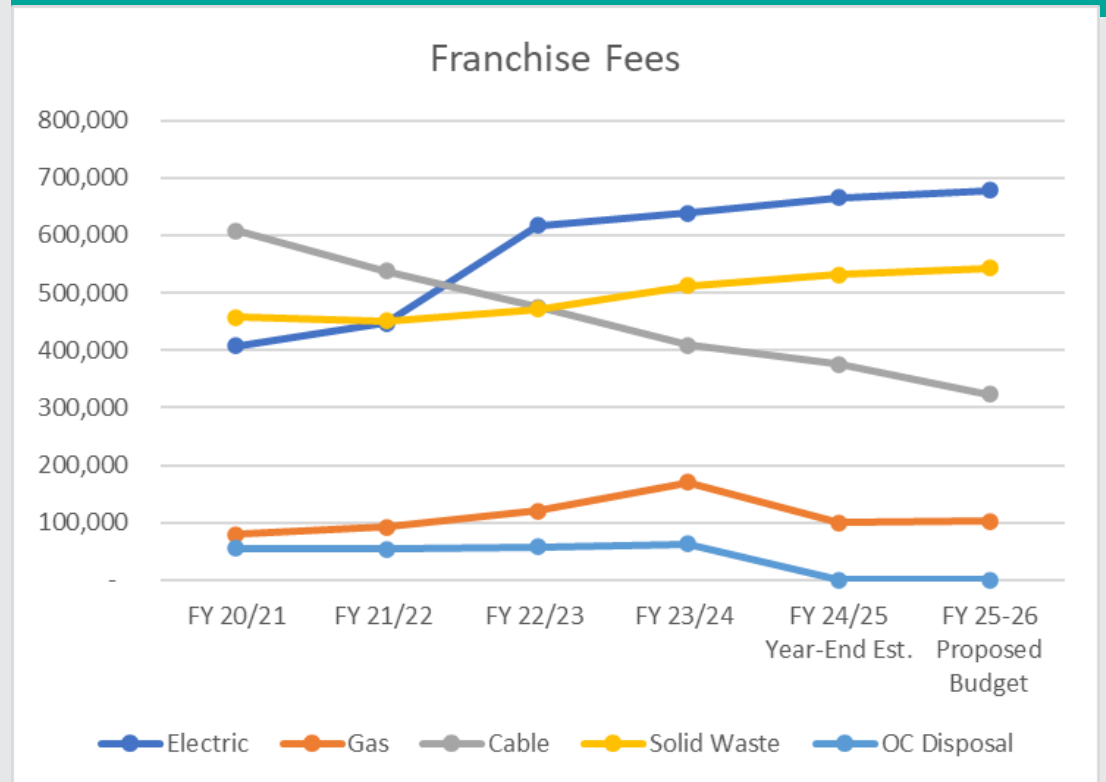
76	Shell
Barnes & Noble	Stater Bros
Chevron	Target
Chick Fil A	TJ Maxx
Circle K/Mobil	Trader Joe's
CVS Pharmacy	Tucker Tire
Efuel	Vertos Medical
Eureka Aliso Viejo	
Hunt & Sons	
Johnson Matthey	
Stationary Emissions	
Control	
K R Services 76	
Metagenics	
Microvention	
North Star Imaging	
Pepsico Beverage Sales	
Petsmart	
Raising Cane's	
Ralphs	

FY 2025-26 General Fund Estimated Revenues

Transient Occupancy Tax - \$1.6M



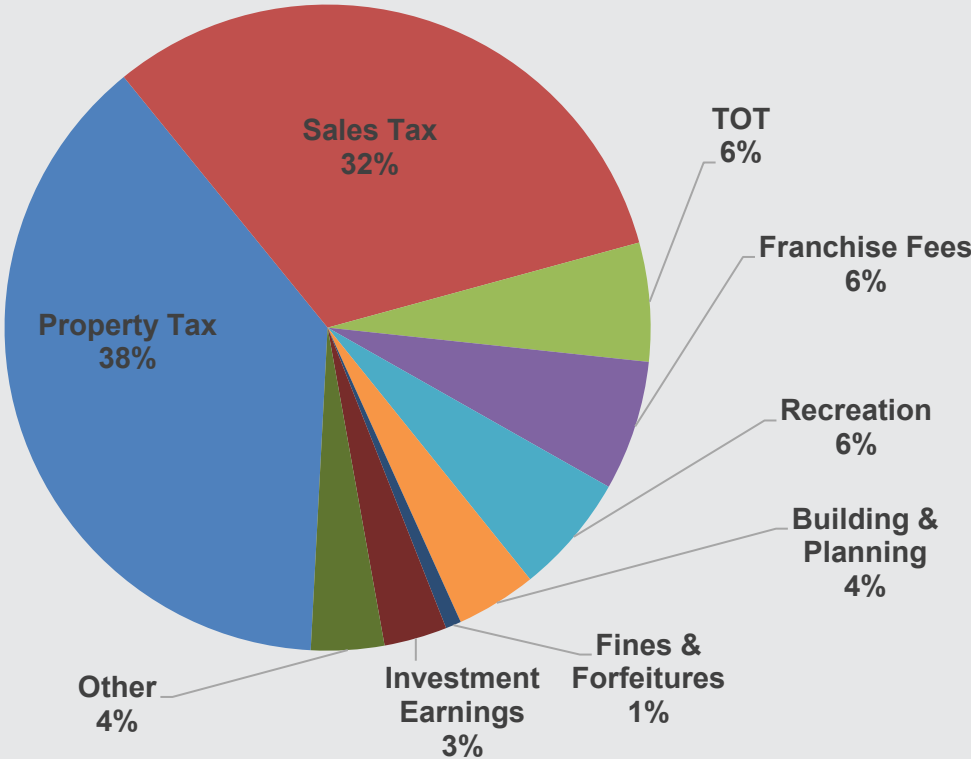
Franchise Fees - \$1.6M



FY 2025-26 General Fund Estimated Revenues

General Fund Resources	FY 2023-24 Actuals	FY 2024-25 Adopted Budget	FY 2024-25 Year-End Estimates	FY 2025-26 Proposed Budget
Property Tax	\$ 9,911,102	\$ 10,179,100	\$ 10,179,000	\$ 10,319,100
Sales Tax	8,359,623	8,900,000	8,900,000	8,520,000
TOT	1,570,575	1,600,000	1,594,088	1,600,000
Franchise Fees	1,793,611	1,661,670	1,672,525	1,636,000
Recreation	1,593,376	1,685,500	1,440,000	1,560,000
Building & Planning	1,240,630	1,100,000	1,250,000	1,085,000
Fines & Forfeitures	296,430	185,000	246,595	210,000
Investment Earnings	708,216	495,000	800,000	850,000
Other	2,700,363	944,049	944,049	1,055,700
Total Resources	\$ 28,173,926	\$ 26,750,319	\$ 27,026,257	\$ 26,835,800

General Fund Resources



General Fund Expenditures

- Salaries & Benefits
 - COLA - 3.1% (Full-time & Part-time employees) - \$134,730
 - CalPERS Unfunded Pension Liability - \$158,270
 - Cafeteria Allowance
- Economic Development - \$50,000
- Completion of Safety Element - \$50,000
- Master Fee Schedule Study - \$50,000
- Budget Reductions/Offsets Over \$600K

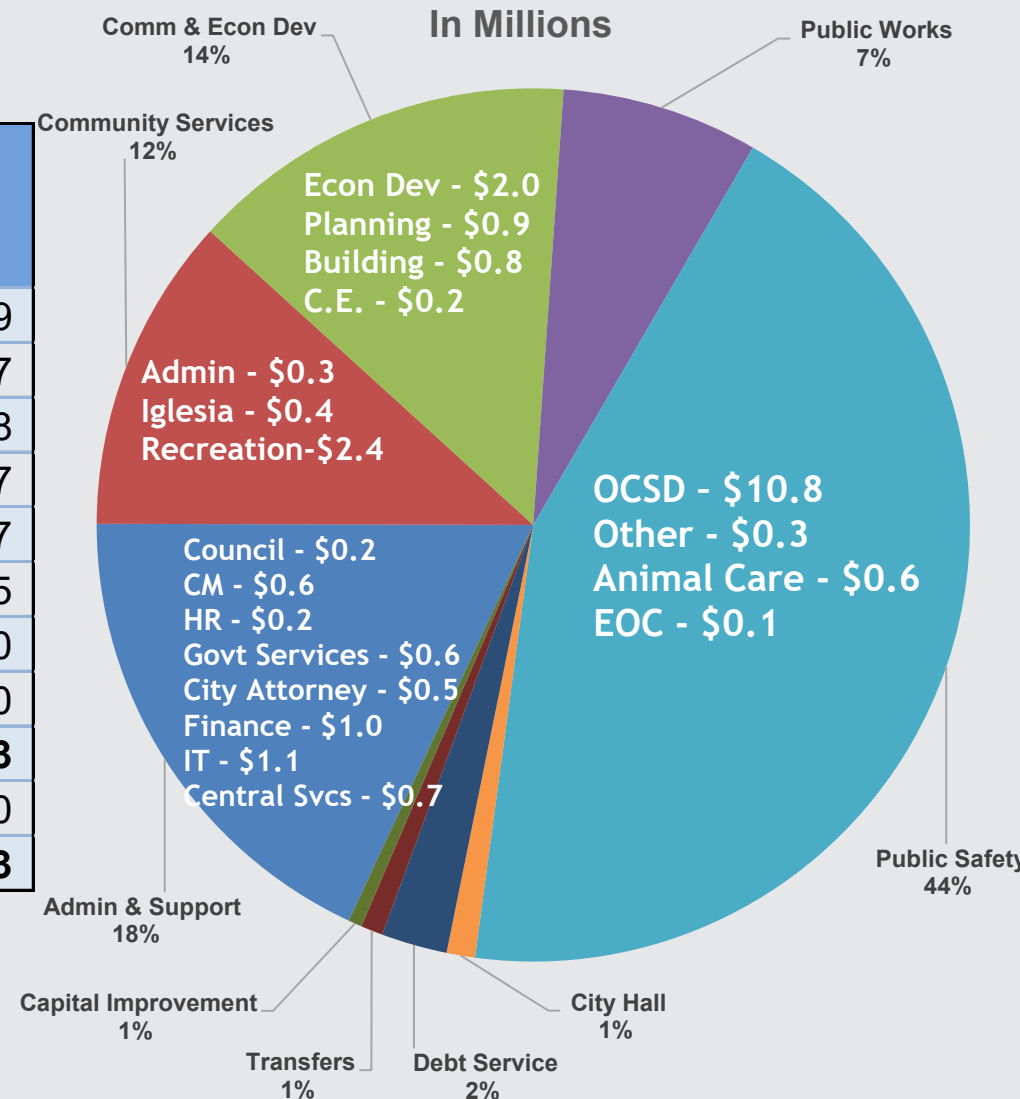
General Fund Budget Reductions

- Professional Services
- OCSD
 - Continue to freeze motor position
 - Full-Time EOC to Part-Time
- PLHA Grant Offset
 - OCSD Behavior Health Bureau Costs
 - Affordable Housing Units
- Recreation
 - Partnership with AVCA/Camps
 - Misc Supplies

Proposed Budget Reductions	Amount
Wages - OT (Finance)	\$ 5,000
Professional Services / Misc	
Finance	10,000
Comm Dev.	56,500
Public Works	25,000
IT	10,000
Legal	11,000
OCSD Contract	
Freeze Motor Officer	331,785
EOC (Reduce to Part-Time)	143,488
PLHA Grant Offset	48,415
Recreation	19,395
Total Reductions	\$ 660,583

FY 2025-26 General Fund Appropriations

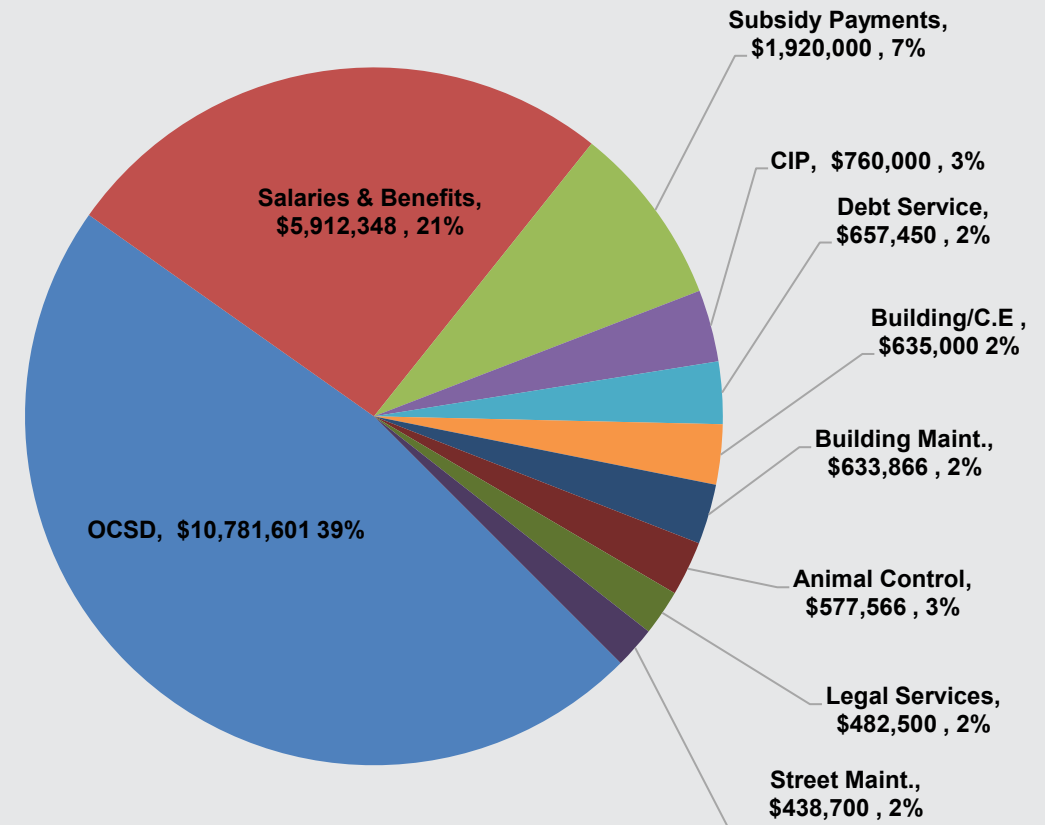
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Admin & Support	\$ 4,978,006	\$ 4,976,449	\$ 4,761,449	\$ 4,819,209
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Capital Improvement	267,472	526,000	251,000	760,000
Total General Fund	24,718,264	\$ 27,161,936	\$ 25,798,936	\$ 27,555,663



FY 2025-26 General Fund Appropriations

		FY 25-26 Proposed Budget	
Rank	Expenditure		% of Total
1	OCSD	\$ 10,781,601	39%
2	Salaries & Benefits	5,912,348	21%
3	Subsidy Payments	1,920,000	7%
4	CIP	760,000	3%
5	Debt Service	657,450	2%
6	Building/C.E	635,000	2%
7	Building Maint.	633,866	2%
8	Animal Control	577,566	2%
9	Legal Services	482,500	2%
10	Street Maint.	438,700	2%
Top 10 City Expenditures		\$ 22,799,031	83%
Total Budget		\$ 27,555,663	100%

Top 10 City Expenditures



FY 2025-26 General Fund Capital Improvement Plan

• Aquatic Center Pool Deck	\$	350,000
• City Hall Carpet/Paint		275,000
• Ranch Wood Sealing -		75,000
• Aquatic Center Pool Pump -		40,000
• Wetlands -		<u>20,000</u>
Total	\$	760,000

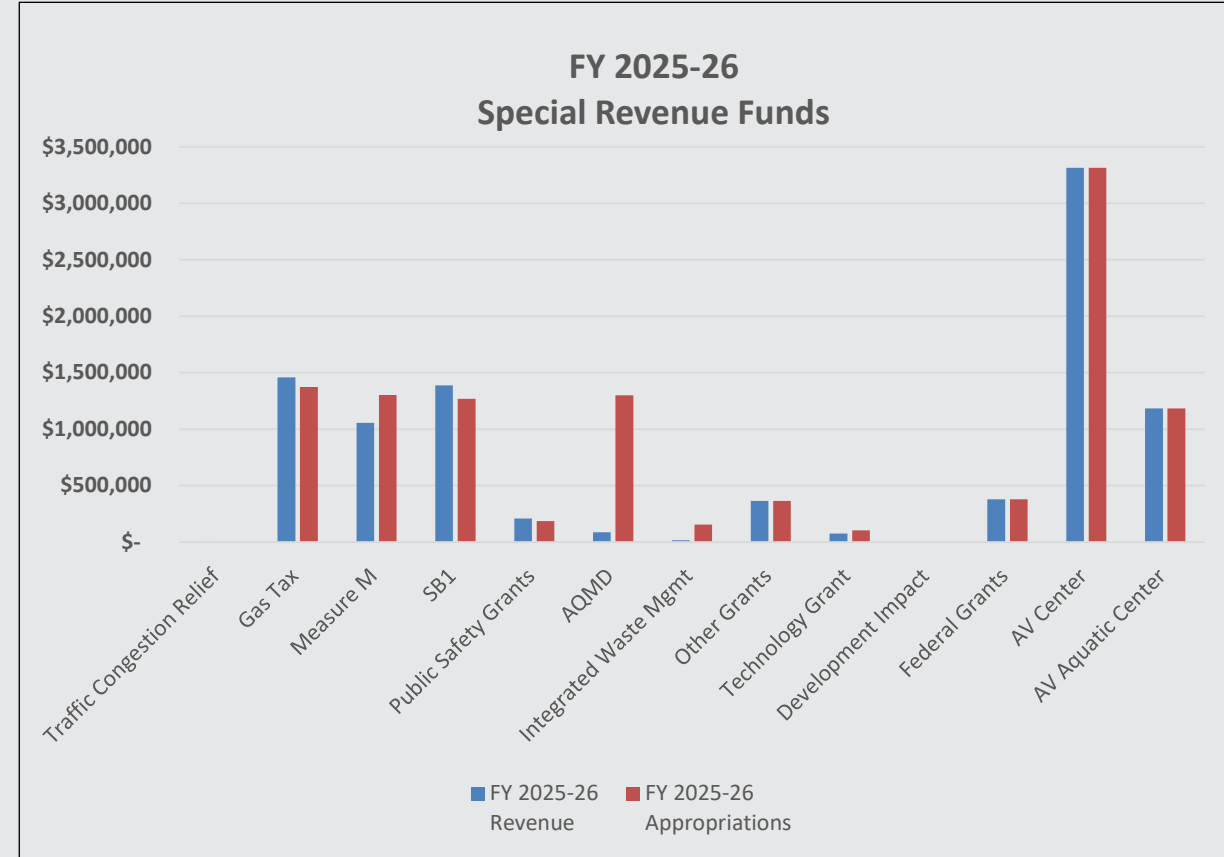
FY 2025-26 General Fund Summary

FY 2025-26 General Fund Proposed Budget

Resources	\$	26,835,800
Appropriations		(26,795,663)
Operating Surplus (Deficit)	\$	40,137
Estimated Year-End	\$	40,137
Capital Improvement		760,000
Use of Reserves		(760,000)
Estimated Beginning Fund Balance	\$	39,109,079
Estimated Year-End Fund Balance	\$	38,389,216
Estimated Change in Fund Balance	\$	(719,863)
% Change in Fund Balance		-1.8%

FY 2025-26 Special Revenue Funds

Fund	FY 2025-26 Revenue	FY 2025-26 Appropriations
Traffic Congestion Relief	\$ 1,900	\$ -
Gas Tax	1,459,500	1,374,700
Measure M	1,056,000	1,302,129
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Development Impact	-	-
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Total	\$ 9,536,146	\$ 10,937,152



FY 2025-26 Special Revenue Funds

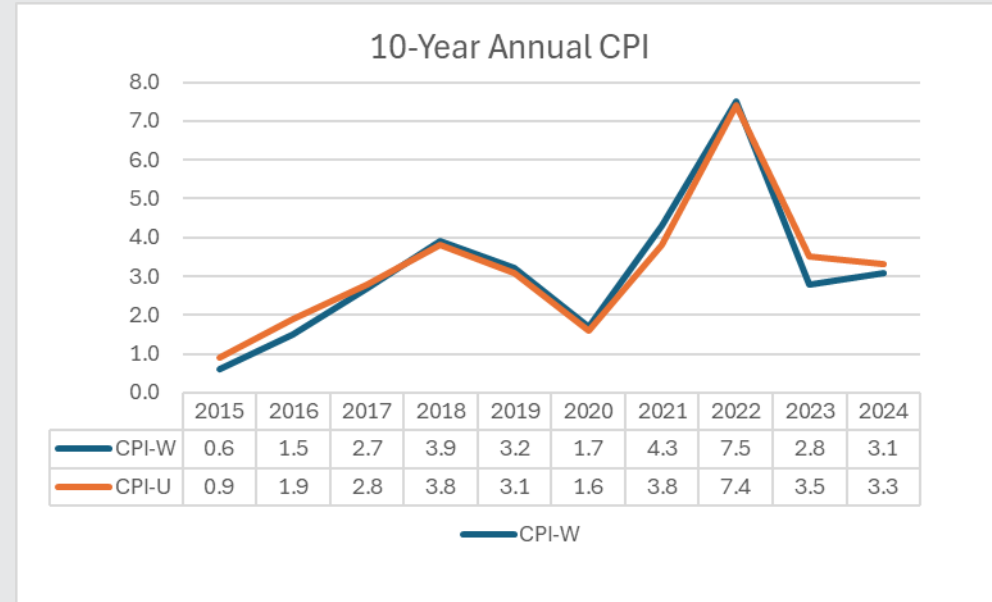
Capital Improvement Plan -\$6.9M

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- Cedarbrook rehabilitation from Glenwood to Aliso Viejo Parkway - \$1,085,000
- Columbia and Argonaut street rehabilitation - \$30,000
- City Hall and Ranch ADA improvements - \$74,209
- Bike Lane Implementation - \$1,300,000

Five-Year Forecast

Assumptions

- 3% CPI
- OCSD
 - No freezes, 3.5% Increase
- Labor includes CPI and merit increases
 - No staffing increases
 - CalPERS Unfunded Accrued Liability
 - Medical/Health Benefits - 7%



FY 2025-26	FY 2026-27	FY 2027-28	FY 28-29	FY 29-30
\$158,270	\$182,000	\$198,000	\$232,000	\$238,000

- Animal Care Services - 5%
- Insurance - 15% Increases
- General Plan Update - FY 2027-28 & FY 2028-29

Assumptions

- Regulatory Permits - 15%
- Elections - every two years
- Crossing Guards - 5%
- Utilities - 10%
- Insurance Premiums - 15%
- MOE Update - July 1, 2026 - 5%
- Continued efforts for Economic Development

Five-Year Revenue Forecast

General Fund Resources	FY 2025-26					
	Proposed Budget	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast	FY 2029-30 Forecast	
Property Tax	\$ 10,319,100	\$ 10,625,020	\$ 10,940,137	\$ 11,359,132	\$ 11,682,139	
Sales Tax	8,520,000	8,774,292	8,949,778	9,128,773	9,311,349	
TOT	1,600,000	1,624,000	1,648,360	1,673,085	1,698,182	
Franchise Fees	1,636,000	1,668,720	1,702,094	1,736,136	1,770,859	
Recreation	1,560,000	1,606,800	1,655,004	1,704,654	1,755,794	
Building & Planning	1,085,000	1,117,550	1,151,077	1,185,609	1,221,177	
Fines & Forfeitures	210,000	210,000	210,000	210,000	210,000	
Investment Earnings	850,000	500,000	500,000	500,000	500,000	
Other	1,055,700	897,000	900,525	904,156	907,895	
Total Resources	\$ 26,835,800	\$ 27,023,382	\$ 27,656,974	\$ 28,401,546	\$ 29,057,394	

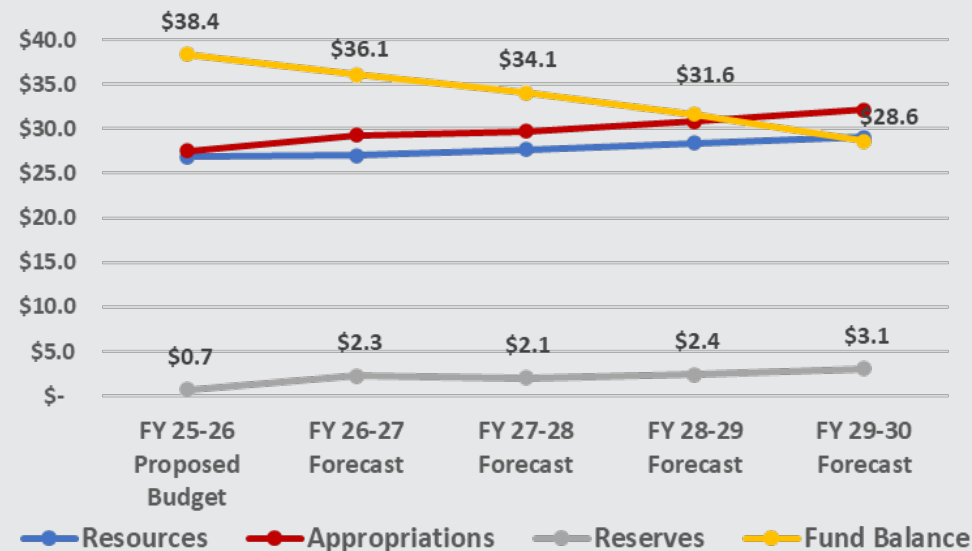
Five-Year Expenditure Forecast

General Fund Appropriations	FY 2025-26 Proposed Budget	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast	FY 2029-30 Forecast
Admin & Support	\$ 4,819,209	\$ 5,127,145	\$ 5,304,472	\$ 5,726,902	\$ 5,837,831
Community Services	3,094,207	3,216,865	3,383,683	3,560,401	3,749,715
Comm & Econ Dev	3,903,498	3,906,176	4,153,451	4,173,112	4,240,821
Public Works	2,022,627	2,065,261	2,153,164	2,251,409	2,355,778
Public Safety	11,794,417	12,305,797	12,694,392	13,135,042	13,510,103
City Hall	283,305	294,049	331,141	373,178	420,840
Debt Service	657,450	656,950	660,950	659,450	662,450
Transfers	220,950	227,579	234,406	241,438	248,681
Total Operating	\$ 26,795,663	\$ 27,799,821	\$ 28,915,658	\$ 30,120,933	\$ 31,026,218
Capital Improvement	760,000	1,490,000	805,000	695,000	1,090,000
Total General Fund	\$ 27,555,663	\$ 29,289,821	\$ 29,720,658	\$ 30,815,933	\$ 32,116,218

Five-Year Summary

Summary	FY 2025-26 Proposed Budget	FY 2026-27 Forecast	FY 2027-28 Forecast	FY 2028-29 Forecast	FY 2029-30 Forecast
Revenue	\$ 26,835,800	\$ 27,023,382	\$ 27,656,974	\$ 28,401,546	\$ 29,057,394
Operating Appropriations	(26,795,663)	(27,799,821)	(28,915,658)	(30,120,933)	(31,026,218)
Operating Surplus/(Deficit)	\$ 40,137	\$ (776,439)	\$ (1,258,684)	\$ (1,719,387)	\$ (1,968,824)
CIP	(760,000)	(1,490,000)	(805,000)	(695,000)	(1,090,000)
Net Change to Fund Balance	\$ (719,863)	\$ (2,266,439)	\$ (2,063,684)	\$ (2,414,387)	\$ (3,058,824)

General Fund Balance Projections



FY 2025-26 Budget Calendar

Tentative Date	Activity
February 26, 2025	City Council Strategic Planning/Priority Workshop
April 2, 2025	1 st Draft Budget - General Fund
May 21, 2025	Proposed Budget - General Fund, Special Revenue Funds, 5-Year Forecast
June 4, 2025	Budget Adoption

Recommended Actions:

1. Review the proposed Fiscal Year (FY) 2025-26 Annual Budget; and
2. Provide any additional direction to staff regarding the proposed FY 2025-26 Budget.