PALMDALE

a place to call home

CITY COUNCIL
SUCCESSOR AGENCY
HOUSING AUTHORITY
CITY COUNCIL CHAMBER
38300 SIERRA HIGHWAY
SUITE B
PALMDALE, CA 93550
TUESDAY, JULY 7, 2026
5:00 PM
www.cityofpalmdaleca.gov

WELCOME

LEGISLATIVE BODY

ERIC OHLSEN, MAYOR
AUSTIN BISHOP, MAYOR PRO TEM
RICHARD J. LOA, COUNCILMEMBER
LAURA BETTENCOURT, COUNCILMEMBER
ANDREA ALARCÓN, COUNCILMEMBER

The City of Palmdale offers live AI-powered translation and captions through Wordly in over 60 languages. Please scan the attached QR code or visit CityOfPalmdaleCA.Gov/JoinWordly.

Translation QR Code.
Translation QR Code.pdf

Americans with Disabilities Act (ADA) Accommodations
In accordance with the Americans with Disabilities Act of 1990, if you require a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at (661) 267-5151 at least 48 hours prior to the meeting.

Public Comment Information
Members of the public may speak for up to **two (2) minutes** on the Consent Calendar,

Public Hearings, Appointments, New Business, and Closed Session items. To address the Legislative Body on any agendized item, please complete a speaker card for the City Clerk and indicate the item you wish to speak on. Speaker cards are available in the foyer of the Council Chambers.

Please follow these guidelines to ensure the meeting runs smoothly:

- All comments must be respectful and courteous.
- Comments that are personal, threatening, obscene, insulting, or that attack others or berate differing viewpoints will not be allowed.
- Individuals who violate these rules or disrupt the meeting will be ruled out of order by the Chair and must immediately stop speaking.
- Disruptive individuals may be asked to leave the meeting.

1. **CALL MEETING TO ORDER**

Note: All City Council memberships are reflected in their City Council titles.

2. **ROLL CALL**
   MAYOR OHLSEN, MAYOR PRO TEM BISHOP, COUNCILMEMBERS LOA, BETTENCOURT, ALARCÓN
   COMMISSIONERS FRAGA-SAENZ, BETTS

3. **PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE**

4. **PRESENTATIONS**

   4.1 Recognition of Micah Coupland for Exemplary Leadership, Compassion and Civic Responsibility.

   4.2 iSERVE Youth Leadership Academy 2026.
   PPT iSERVE Youth Leadership Academy 2026.pptx

   4.3 AV EDGE Presentation
   AV EDGE Presentation.pptx

5. **NON-AGENDA PUBLIC COMMENTS - Now is the time for public participation.**

6. **HOUSING AUTHORITY CONSENT CALENDAR - Now is the time for public participation**

   All matters listed under the Housing Authority Consent Calendar will be enacted by one motion unless an item(s) is pulled by the Authority, in which case the item(s) will be removed from the Consent Calendar and will be considered separately following this

portion of the Agenda.

6.1 Approve amendment to the Exclusive Negotiation Agreement and amendment to the Letter of Loan Commitment between the Housing Authority of the City of Palmdale and Linc 4th Street Palmdale, LP related to a proposed affordable housing development located at Avenue Q and 4th Street East, on a portion of APN 3006-008-921.
SR to Amendment to Agrmt. No. A-9121 ENA with Linc 4th Street Palmdale.docx
Amendment to Agrmt. No. A-9121 ENA with Linc 4th Street Palmdale, LP.docx
Amendment to Letter of Loan Commitment with Linc 4th Street Palmdale, LP.docx

6.2 Approve the minutes from the previous meetings.
Mins 06 02 2026.pdf
Mins 05 05 2026.pdf

7. **CONSENT CALENDAR - Now is the time for public participation**

All matters listed under the Consent Calendar will be enacted by one motion unless an item(s) is pulled by Council, in which case the item(s) will be removed from the Consent Calendar and will be considered separately following this portion of the Agenda.

7.1 Waive full reading of the Resolution(s) and/or Ordinance(s) to be considered and voted on at this meeting. (This allows for reading the title only in lieu of reciting the entire text).

7.2 Receive and File the Monthly Investment Activity Report for May 2026.
SR Monthly Investment Report May 2026.docx
Rpt. Monthly Investment Report May 2026.pdf

7.3 Approve the Second Amendment to the Agreement with Tripepi Smith & Associates, Inc., (Tripepi Smith) for comprehensive media, telecommunications, social media, community outreach, and all related or essential communications services, increasing the Agreement amount by $2,614,000 for a total not to exceed amount of $5,552,000, and exercising two one-year extension options for the full five-year term through December 2028.
SR Agrmt No. A-8626 Second Amendment with Tripepi Smith and Associates, Inc.docx
Agrmt No. A8626 Second Amendment with Tripepi Smith and Associates, Inc.pdf
Agrmt No. A-8626 First Amendment with Tripepi Smith and Associates, Inc.pdf
Agrmt No. A-8626 with Tripepi Smith and Associates, Inc.pdf

7.4 Adopt Resolution No. CC 2026-043, a Resolution of the City Council of the City of Palmdale authorizing participation in the Opportunity Zones 2.0 program nomination process consistent with the State of California's published eligibility

and selection criteria.
SR Reso No. CC 2026-043.docx
Reso No. CC 2026-043.docx

7.5 Approve Agreements with Avant-Garde, Inc., and with LDM Associates, Inc., for technical assistance services for Consolidated Plan Programs, each in an amount not to exceed $270,000 for a combined total of $540,000, and each for three-year terms with option to extend for two additional one-year terms.
SR Agrmt No. A-9907 with Avant-Garde Inc. and Agrmt No. A-9908 with LDM Associates Inc.docx
Agrmt No. A-9907 Avant-Garde, Inc.pdf
Proposal Avant-Garde, Inc.pdf
Fee Schedule Avant-Garde, Inc.pdf
Agrmt No. A-9908 LDM Associates, Inc.pdf
Proposal LDM Associates, Inc.pdf
Fee Schedule LDM Associates, Inc.pdf

7.6 Adopt Resolution No. CC 2026-042, a Resolution of the City Council of the City of Palmdale adopting updates to the City's Salary and Benefits Policy, superseding Resolution No. CC 2024-060.
SR Reso. No. CC 2026-042.docx
Reso. No. CC 2026-042.docx
Salary and Benefits Policy 07-01-2026.docx

7.7 Approve Requisition with Hasa, Inc., for pool chemical supplies in an amount not to exceed $200,000 for FY 2026-27.
SR Req 270010 Hasa, Inc.docx
Req. No. 270010 with Hasa, Inc.pdf

7.8 Adopt Resolution No. CC 2026-039, a Resolution of the City Council of the City of Palmdale, approving Joint Resolution of the Board of Supervisors of the County of Los Angeles acting on behalf of the Los Angeles County General Fund, Los Angeles County Consolidated Fire Protection District, Los Angeles County Waterworks #40 — Antelope Valley, Los Angeles County Waterworks #40 ACO Fund, the Board of Directors of the County Sanitation District No. 14 of Los Angeles County, and the governing bodies of the Antelope Valley Cemetery District, Antelope Valley Mosquito and Vector Control District, Antelope Valley Resource Conservation District, City of Palmdale, and the Antelope Valley - East Kern Water Agency approving and accepting the negotiated exchange of property tax revenues resulting from the annexation to County Sanitation District No. 14 entitled Annexation No. 466.
SR Reso. No. CC 2026-039.docx
Reso. No. CC 2026-039.docx
Annexation No. 466 Transmittal Letter.pdf
Annexation No. 466 Map.pdf

Annexation No. 466 Tax Transfer Worksheet.pdf
Annexation No. 466 Joint Tax Sharing Resolution.pdf

7.9 Approve Agreement with Taft Electric Company for as-needed electrical services for a total not to exceed amount of $500,000 for a three-year term, with two optional one-year extensions.
SR Agrmt No. A-9669 with Taft Electric Company.docx
Agrmt No. A-9669 with Taft Electric Company.pdf
Proposal Taft Electric Company.pdf

7.10 Approve Requisition with Morgan Ingland LLC for commercial streetlight poles for a total not to exceed amount of $265,180 for Fiscal Year 2026-27.
SR Req. No. 270001 with Morgan Ingland LLC.docx
Req. No. 270001 with Morgan Ingland LLC.pdf

7.11 Approve Requisition with Boething Treeland Farms, Inc., for wholesale plant materials for a total not to exceed amount of $167,000 for Fiscal Year 2026-27.
SR Req. No. 270005 with Boething Treeland Farms, Inc.docx
Req. No. 270005 with Boething Treeland Farms, Inc.pdf

7.12 Approve Requisition with SiteOne Landscape Supply LLC for irrigation and water conservation supplies for a total not to exceed amount of $435,000 for Fiscal Year 2026-27.
SR Req. No. 270002 with SiteOne Landscape Supply LLC.docx
Req. No. 270002 with SiteOne Landscape Supply LLC.pdf

7.13 Approve Requisition with SiteOne Landscape Supply LLC for landscape aggregate, boulders, and materials for a total not to exceed amount of $160,000 for Fiscal Year 2026-27.
SR Req. No. 270006 with SiteOne Landscape Supply.docx
Req. No. 270006 with SiteOne Landscape Supply.pdf

7.14 Approve Requisitions with SiteOne Landscape Supply LLC and Wilbur-Ellis Company for fertilizer supplies for a combined total not to exceed amount of $441,500 for Fiscal Year 2026-27.
SR Req. No. 270003 with SiteOne Landscape Supply and Req. No. 270004 with Wilbur-Ellis Company.docx
Req. No. 270003 with SiteOne Landscape Supply LLC.pdf
Req. No. 270004 with Wilbur-Ellis Company.pdf

7.15 Approve Third Amendment to Agreement with Psomas for construction support services for PN 796, 45th Street East Sewer, Storm Drain, and Street Improvement Project, increasing the agreement amount by $109,648 for a total not to exceed amount of $464,888, and extending the contract term to October 31, 2027.

SR Agrmt No. A-8881 Third Amendment with Psomas.docx
Agrmt No. A-8881 Third Amendment with PSOMAS.pdf
Proposal PSOMAS.pdf
Agrmt No. A-8881 Second Amendment with PSOMAS.pdf
Agrmt No. A-8881 First Amendment with PSOMAS.pdf
Agrmt No. A-8881 with PSOMAS.pdf

8. **PUBLIC HEARING - Now is the time for public participation. Each public hearing will have its own public testimony.**

8.1 Adopt Resolution No. CC 2026-011, a Resolution of the City Council of the City of Palmdale approving the Engineer's Reports and the continuation of the Levy and Collection of Assessments for Fiscal Year 2026-27 for the City of Palmdale Landscape Maintenance Assessment Districts and Annexations, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations.
SR Reso. No. CC 2026-011.docx
Reso. No. CC 2026-011.docx
Rpt Fiscal Year 2026-27 Combined Engineers Report Landscape Maintenance AD.pdf
Rpt Fiscal Year 2026-27 Engineers Report Park Maintenance and Recreation ID.pdf
Rpt Fiscal Year 2026-27 Engineers Report Streetlight Maintenance AD.pdf

8.2 Adopt Resolution No. CC 2026-012, a Resolution of the City Council of the City of Palmdale updating the sewer collection service charge and ordering the continuation of the charge for the operation and maintenance of the Palmdale sewer collection system for Fiscal Year 2026-27.
SR Reso. No. CC 2026-012.docx
Reso. No. CC 2026-012.docx
Rpt Fiscal Year 2026-27 Sewer Collection Service Charge Report.pdf

8.3 Adopt Resolution No. CC 2026-010, a Resolution of the City Council of the City of Palmdale approving the Engineer's Report and the continuation of the levy and collection of assessments for Fiscal Year 2026-27 for the City of Palmdale Drainage Benefit Assessment Districts No. 1 and No. 2006-02.
SR Reso. No. CC 2026-010.docx
Reso. No. CC 2026-010.docx
Rpt Fiscal Year 2026-27 Engineers Report Drainage Benefit AD.pdf

9. **APPOINTMENTS**

Now is the time for public participation.

9.1 Nominate and appoint two members to the Board of Library Trustees for a term set to expire on June 30, 2029.

SR Appt. Board of Library Trustees.docx
Apps.pdf

10. **NEW BUSINESS CC/SA - Now is the time for public participation.**

10.1 Adopt Resolution No. CC 2026-031, a Resolution of the City Council of the City of Palmdale approving a Memorandum of Understanding (MOU) with the California Teamsters Local 986, General Unit Employees, for a five-year term through June 30, 2031.
SR Reso. No. CC 2026-031.docx
Reso. No. CC 2026-031.docx
Agrmt No. A-9903 with California Teamsters Local 986.pdf

10.2 Adopt Resolution No. CC 2026-037, a Resolution of the City Council of the City of Palmdale establishing Deputy Directors / Directors / Executive Employees' Compensation, Benefits, and Other Terms and Conditions of Employment, superseding Resolution No. CC 2023-037; and Adopt Resolution No. CC 2026-038, a Resolution of the City Council of the City of Palmdale establishing a Medical Benefit Participation Program for active Councilmembers pursuant to Government Code 53208.
SR Reso. Nos. CC 2026-037 and CC 2026-038.docx
Reso. No. CC 2026-037.docx
Reso. No. CC 2026-038.docx

10.3 Adopt Resolution No. CC 2026-041, a Resolution of the City Council of the City of Palmdale adopting the Disruption of Remote Access Technology During Public Meetings Policy.
SR Reso. No. CC 2026-041 Disruption Policy.docx
Reso. No. CC 2026-041 Disruption Policy.doc
Exh. 1 Reso. No. CC 2026-041 - Disruption Policy.docx

10.4 Adopt Resolution No. SA 2026-006, a Resolution of the Successor Agency to the Community Redevelopment Agency of the City of Palmdale approving the form of the Preliminary Official Statement and the Continuing Disclosure Certificate relating to Tax Allocation Refunding Bonds and authorizing certain other actions in connection therewith.
SR Reso. No. SA 2026-006.docx
Reso. No. SA 2026-006.docx
Preliminary Official Statement.docx
Continuing Disclosure Certificate.docx
Presentation SA Refunding Bonds.pdf

10.5 Adopt Resolution No. CC 2026-047, a Resolution of the City Council of the City of Palmdale calling an election and placing a Council-proposed ordinance measure on the November 3, 2026 election regarding the establishment of a directly

elected mayor beginning with the November 2028 general municipal election.

SR Reso. No. CC 2026-047.docx
Reso. No. CC 2026-047.docx
proposed ordinance for measure.docx

11. **CITY MANAGER'S REPORT**

12. **COUNCIL REPORTS, ANNOUNCEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS**

    12.1 Discussion on the town hall ordinance.

13. **CLOSED SESSION - Now is the time for public participation.**

    PRESENTATION BY CITY ATTORNEY

    13.1 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
    Kristen Sheils v. City of Palmdale, et al.
    Los Angeles Superior Court 25STCV05268
    This closed session is being held pursuant to the authority of California Government Code Section 54956.9, subdivision (d)(1).

    13.2 CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
    Alejandro Perez v. City of Palmdale, et al.
    Los Angeles Superior Court 25STCV19238
    This closed session is being held pursuant to the authority of California Government Code Section 54956.9, subdivision (d)(1).

14. **ANNOUNCEMENT BY CITY ATTORNEY**

15. **ADJOURN** meeting to August 4, 2026, at 5:00 p.m. in the City Hall Council Chamber located at 38300 Sierra Highway, Suite B, Palmdale, California.

https://attend.wordly.ai/join/SLOR-7400

Youth Leadership Academy 2026

Achieving key objectives in engaging our community's youth

PALMDALE

iSERVE
Palmdale Youth Leadership Academy

iSERVE
Palmdale Youth Leadership Academy

PALMDALE

Empowering Future-Ready Leaders

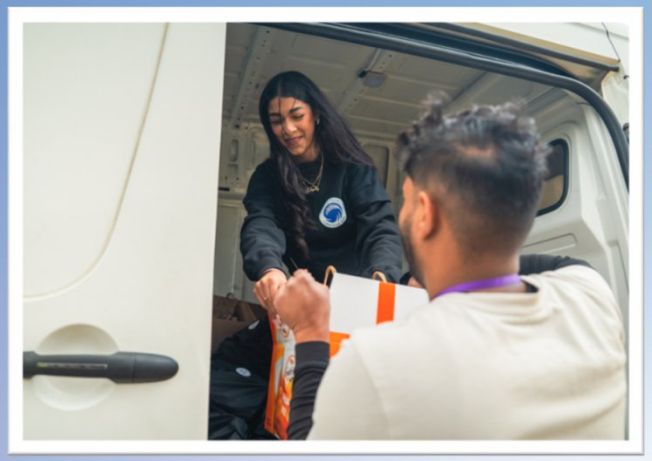
Leaders in Life Field Trip

iSERVE
Palmdale Youth Leadership Academy

PALMDALE

Cultivating Local Resilience & Social Impact

Season of Service



iSERVE
Palmdale Youth Leadership Academy

PALMDALE

Introduction to City Departments, Communication & Networking Skills

iSERVE
Palmdale Youth Leadership Academy

PALMDALE

Fostering Community Engagement & Participation

iSERVE
Palmdale Youth Leadership Academy

PALMDALE

iSERVE Graduate Ongoing Opportunities

Palmdale Engaged
TIME+PASSION+SKILLS

- Youth Ambassador Program

FightFentanyl
ANTELOPE VALLEY

- Fentanyl Youth Advisory Committee

iLEAD
PALMDALE YOUTH CONFERENCE

- Planning
- Outreach

iSERVE
Palmdale Youth Leadership Academy

PALMDALE

ANTELOPE VALLEY
ECONOMIC DEVELOPMENT
& GROWTH ENTERPRISE

QUARTERLY DELIVERABLES UPDATE

Q3 2025-2026

AV EDGE drives economic growth and retention across the Antelope Valley region through collaboration, advocacy, and business engagement.

BOARD OF DIRECTORS

City Designees

- Zach Glynn: Board of Director's + Executive Committee, *City of Palmdale*
- Sydney Yeseta: Board of Directors + Executive Committee, *City of Lancaster*

County Designees

- Monica Banken: Board of Directors, *LA County*
- Karen Sanders: Board of Directors, *Kern County*

Volunteer Executive Board Positions

- Suzy Ghazarossian: Kaiser Permanente - President
- Artzrun Minasyan: Antelope Valley Transportation Services – Vice President
- Dianne Knippel: Antelope Valley College Foundation – Secretary
- Ben Gocke: Southwest Healthcare Palmdale Regional Medical Center - Treasurer
- Martin Tompkins: Antelope Valley Transit Authority - Past President
- Mark Bozigian: Bayshore Consulting Group Inc. - Director at Large
- Teresa Howard: Antelope Valley Union High School District - Director at Large

Volunteer Board Positions

- Bob Bowman: Lockheed Martin
- Mark Bozigian: Bayshore Consulting Group, Inc.
- Ashley Cortes: Waste Management
- Steven Derryberry: Derryberry & Associates LLP
- Rob Duchow: SoCal Gas
- Matthew Gaines: I.U.O.E. Local Union No. 12
- Mark Hemstreet: Destination Lancaster
- Teresa Howard: Antelope Valley Union High School District
- Ricky Jeffords: Mission Bank
- Kathy Mac Laren-Gomez: IBEW-NECA
- Regina Rossall: Westside Union School District
- Michelle Royal: DP Commercial Brokerage, Inc.
- David Smith: Mojave Air & Space Port
- Martin Tompkins: Antelope Valley Transit Authority
- Seffi Toneman: Commercial Brokers Group
- Jared Yoshiki: Northrop Grumman Corporation
- Jennifer Zellet: Antelope Valley College

COMMITTEES

Aerospace: Attract and retain aerospace and aerospace-related programs in the AV.
Chair: Dr. David “Jester” Smith

Healthcare: Highlight importance of a superior healthcare system to enhance the quality of life,and economic development of the AV.
Chair: Ben Gocke, Southwest Healthcare Palmdale Regional Medical Center

Transportation/Infrastructure: Identify transporation solutions that will attract and retain business and industry to the AV.
Chair: Matthew Gaines, I.U.O.E. Local Union No. 12

Workforce Development: Foster pertinent educational opportunities in the AV along with promoting business involvement with educational issues.
Chairs: Van Rider, AVC and Teresa Howard, AVUHSD

Legislative: Monitor legislative issues of interests to AV EDGE’s mission and to facilatete two-way communication between economic drivers in the AV and our legislative representatives.
Chair: Mark Hemstreet, Destination Lancaster

25-26 MOU DELIVERABLES PROGRESS

18 Total MOU Deliverables

Completed	Ongoing (On Schedule)	Scheduled
• #3 Economic Development Forums • #5 Annual Economic Roundtable Report • #8 Commercial & Industrial Real Estate Conference Participation • #15 Startup & Small Business Support	• #1 Lead Generation • #2 Commercial & Industrial Property Listings • #7 Business Attraction Task Force • #9 Marketing & Publications • #10 Executive Committee & Board Representation • #12 City Meeting Participation • #16 Workforce Development Advocacy • #17 Transportation Advocacy	• #4 Broker Site Tour • #6 Broker Newsletter • #11 Labor Market Study • #13 Industry Deep Dives • #14 Regional Film Industry Engagement

COMPLETED DELIVERABLES

MOU #3 - Economic Development Forums

- Successfully completed both required annual forums
- Fall Economic Development Forum – November 6, 2025
- Spring Business Summit – March 19, 2026

MOU #5 - Annual Economic Roundtable Report

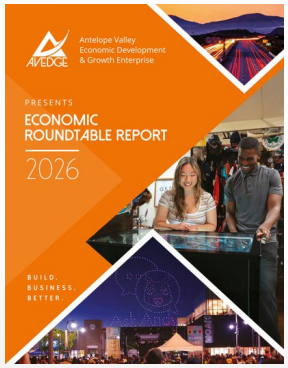
- Published March 19, 2026
- Distributed to regional stakeholders

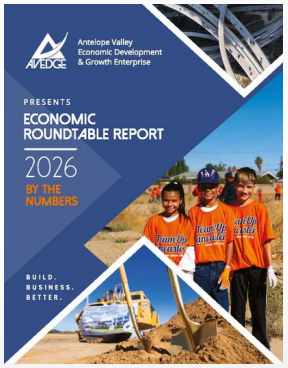
MOU #8 - Commercial & Industrial Real Estate Conference Participation

- Exceeded annual participation requirement
- Represented the Antelope Valley at five industry conferences

MOU #15 - Startup & Small Business Support

- Completed annual review of business assistance resources
- Updated the AV EDGE website with current programs and partner information





BUSINESS DEVELOPMENT

Status: Ongoing

MOU #1 - Lead Generation

- Six qualified business development leads referred to City staff during Q3

MOU #2 - Commercial & Industrial Property Listings

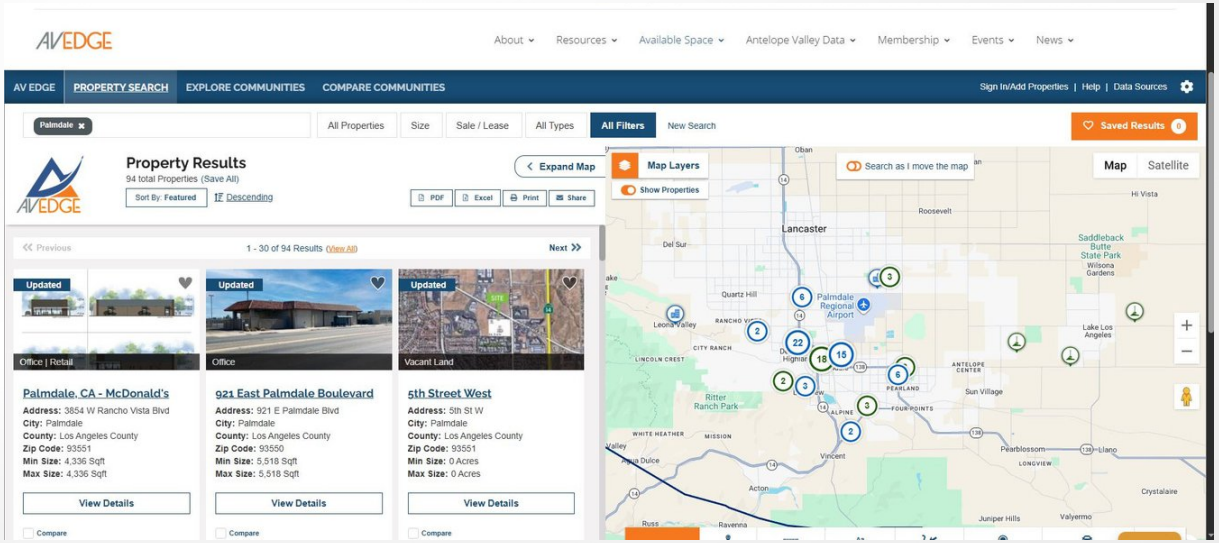
- Commercial and industrial property database maintained
- 83 active Palmdale listings

MOU #7 - Business Attraction Task Force

- Active healthcare and Skilled Nursing Facility recruitment

MOU #8 - Commercial & Industrial Real Estate Conference Participation

- Exceeded annual participation requirement
- Represented the Antelope Valley at five industry conferences



INDUSTRY INITIATIVES

Status: Ongoing

MOU #14 - Regional Film Industry Engagement

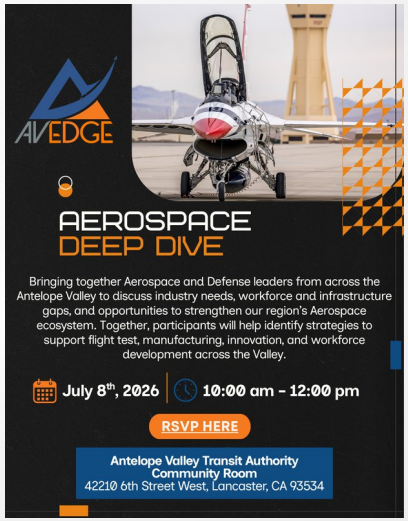
- Expanded regional film industry partnerships
- July Film Industry Roundtable organized

MOU #16 - Workforce Development Advocacy

- Continued collaboration with education and workforce partners

MOU #17 - Transportation Advocacy

- Continued advocacy for regional transportation priorities
- Ongoing support for CTTE and other regional infrastructure initiatives



COMMUNICATIONS & PARTNERSHIPS

Status: Ongoing

MOU #9 - Marketing & Publications

- Continued recognition of City partners throughout AV EDGE publications

MOU #10 - Executive Committee & Board Representation

- Continued City representation on the Executive Committee and Board of Directors

MOU #12 - City Meeting Participation

- Participation in City Council meetings and other City events throughout the contract year

UPCOMING SCHEDULED DELIVERABLES

Status: Scheduled

MOU #4 - Regional Broker Site Tour

- Commercial and industrial broker outreach
- Showcase Palmdale development opportunities

MOU #6 - Broker Newsletter

- January edition published; July edition in production

MOU #11 - Labor Market Study

- Current study published Spring 2025
- Next publication scheduled for Spring 2027
- Consultant selection begins Fall 2026

MOU #13 - Industry Deep Dives

- Healthcare Industry Deep Dive completed and report published
- Aerospace Deep Dive scheduled

MOU #14 - Regional Film Industry Engagement

- July 2026 Film Industry Roundtable
- Bringing film industry, labor, and government together

YEAR-TO-DATE RESULTS

Completed

- #3 Economic Development Forums
- #5 Annual Economic Roundtable Report
- #8 Commercial & Industrial Real Estate Conference Participation
- #15 Startup & Small Business Support

Ongoing

- All remaining ongoing deliverables continue progressing according to the annual work plan.

Scheduled

- #4 Broker Site Tour
- #11 Labor Market Study
- #14 Regional Film Industry Engagement

Quarter Highlights

- Six business development leads referred during Q3
- Healthcare Industry Deep Dive completed
- Broker outreach expanded
- Regional Film Industry initiative launched
- Continued workforce and transportation advocacy
- Strong collaboration with City staff and regional partners

THANK YOU

ANTELOPE VALLEY
ECONOMIC DEVELOPMENT
& GROWTH ENTERPRISE

Housing Authority
Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE CHAIR AND COMMISSIONERS**

FROM: **ECONOMIC AND COMMUNITY DEVELOPMENT DEPARTMENT – HOUSING DIVISION**

DISTRICT: **1**

SUBJECT: **APPROVAL OF AN AMENDMENT TO THE EXCLUSIVE NEGOTIATION AGREEMENT (A-9121) AND AN AMENDMENT TO THE LETTER OF LOAN COMMITMENT BETWEEN THE HOUSING AUTHORITY OF THE CITY OF PALMDALE AND LINC 4TH STREET PALMDALE, LP RELATED TO A PROPOSED AFFORDABLE HOUSING DEVELOPMENT LOCATED AT AVENUE Q AND 4TH STREET EAST, ON A PORTION OF APN 3006-008-921**

RECOMMENDATION

Staff recommends that the Housing Authority:

1. Approve an amendment to the Exclusive Negotiation Agreement (ENA) (A-9121) between the Housing Authority of the City of Palmdale and Linc 4th Street Palmdale, LP; and,

2. Approve an amendment to the Letter of Loan Commitment between the Housing Authority of the City of Palmdale and Linc 4th Street Palmdale, LP; and,

3. Authorize the Executive Director or his designee to execute the amendment to the ENA (A-9121) and the amendment to the Letter of Loan Commitment, including minimal and/or non-substantial changes.

BACKGROUND

On May 9, 2005, the former Community Redevelopment Agency of the City of Palmdale (Redevelopment Agency) acquired 10.39 acres of vacant land north of East Avenue Q, between Sumac Avenue and 5th Street East, for affordable housing development. The plan split the site into a multi-family rental project and a single-family owner-occupied townhome project. The townhome portion consists of APNs 3006-008-921 and 3006-008-922 and is referred to herein as (the "Property").

The California Department of Housing and Community Development (HCD) originally allocated $9,950,400 in Infill Infrastructure Grant (IIG) funding for a combined 202 affordable units. The Housing Authority subsequently assumed this grant. The first phase, the 155-unit Wright Brothers Court multi-family development, was completed in June 2014. Upon completion of this first phase, staff marketed the second phase to potential developers.

On May 16, 2024, the Housing Authority issued RFP 23-003-6400 to develop affordable rental housing on two parcels acquired from the former Redevelopment Agency. In order to maximize the potential developer pool, on July 17, 2024, HCD approved an amendment that removed the previous developer from the IIG, converted the remaining 46 units from for-sale townhomes to rental housing, and extended the project's performance schedule. Subsequently, the City received three proposals and Linc Housing Corporation (Linc) was selected to build 72 affordable housing units and one manager unit on a 2.2 acre portion of APN 3006-008-921.

DISCUSSION

On December 18, 2024, the Housing Authority executed an ENA and issued a $9,375,000 Letter of Loan Commitment to negotiate a future Disposition and Development Agreement (DDA). These early-stage agreements do not commit the City of Palmdale or the Housing Authority to final project approval or land disposal. A DDA will not be considered until Linc secures project entitlements and completes environmental review under the California Environmental Quality Act (CEQA).

Linc is currently securing project financing and requires more time to obtain remaining funds. Consequently, Linc requested amending the ENA and Letter of Loan Commitment to allow two 90-day extensions, establishing a final termination deadline of December 26, 2026.

FISCAL IMPACT

$0; The proposed amendments do not have direct fiscal impacts and grant the developer additional time to secure funding for the project.

STRATEGIC PLAN

Goal III: Invest in infrastructure to improve community livability

C. Plan and maintain safe and attractive neighborhoods, streets, facilities, and public spaces with exciting programming that promotes active fun for everyone.

E. Transform housing inventory to meet the changing lifestyle and market demands.

Prepared by:	Megan Taggart, Director of Economic & Community Development
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, Executive Director
Approved as to form:	Alexandra Severino, Authority Attorney

ATTACHMENTS

Agrmt No. A-9121 with Linc 4th Street Palmdale, LP
Atch1 Amendment to Letter of Loan Commitment with Linc 4th Street Palmdale, LP

EXCLUSIVE NEGOTIATION AGREEMENT AMENDMENT
(LINC 4TH STREET PALMDALE)
(A-9121)

This EXCLUSIVE NEGOTIATION AGREEMENT AMENDMENT ("**Amendment**") is dated as of July 1, 2026 and is entered into by and between LINC 4TH STREET PALMDALE, LP, a California limited partnership ("**Linc**"), and HOUSING AUTHORITY OF THE CITY OF PALMDALE, a public body, corporate and politic ("**Authority**").

RECITALS

A. Authority and Linc entered into that certain Exclusive Negotiation Agreement dated as of December 18, 2024 (A-9121) ("**ENA**").

B. Linc has previously requested, and the Authority has previously approved, the two ninety (90) calendar day extensions of the ENA pursuant to Section C.1. of the ENA.

C. Linc is requesting the Authority amend the ENA to add two additional ninety (90) calendar day extensions of the ENA.

D. Authority and Linc are entering into this Amendment to provide such additional extensions.

NOW, THEREFORE, in consideration of the mutual promises contained herein and other good and valuable consideration, the Authority and Linc agree as follows:

1. Section C.1. of the ENA is hereby amended in its entirety to read as follows:

   "This Agreement will automatically terminate on December 31, 2025, subject to extension and termination provisions expressly provided herein ("**Term**"). Subject to the approval of the Authority Executive Director or designee, the Term may be extended for four periods not to exceed an additional ninety (90) calendar days each upon Linc's request, for a total extended period of three hundred sixty (360) calendar days with the Term ending no later than December 26, 2026. In no event shall the Term extend beyond December 26, 2026 without an amendment to this Agreement. Any such extension(s) shall be granted, if at all, in the sole and absolute discretion of the Authority Executive Director or designee and upon such terms and conditions as the Executive Director or designee deems appropriate."

2. Except as expressly set forth herein, all terms and provisions of the ENA shall remain in full force and effect.

3. This Amendment may be executed in any number of counterparts, each of which, when so executed and delivered, shall be an original, but all of which together shall constitute one agreement binding on Authority and Linc.

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[SIGNATURES ON FOLLOWING PAGE]

IN WITNESS WHEREOF, Authority and Linc have entered into this Amendment effective as of the date first written above.

THE HOUSING AUTHORITY OF THE CITY OF PALMDALE

By: _____
Salvador Mendez
Executive Director

ATTEST:

By: _____
Rochelle Scott
Authority Secretary

APPROVED AS TO FORM:

By: _____
Alexandra Severino
Authority Counsel

KANE, BALLMER & BERKMAN

By: _____
Susan Apy, Authority Special Counsel

LINC 4TH STREET PALMDALE, LP,
a California limited partnership

By: Linc 4th Street Palmdale, LLC,
a California limited liability company,
its general partner

By: Linc Housing Corporation,
a California nonprofit public benefit
corporation, its sole manager

By: _____
Cecilia Ngo,
Senior Vice President of
Housing Development

July 1, 2026

LINC 4TH STREET PALMDALE, LP
c/o Linc Housing Corporation
3590 Elm Avenue
Long Beach, CA 90807
Attention: Cecilia Ngo, Senior Vice President of Housing Development

Re: Loan Commitment Amendment
4.66 acres located in the northeast corner of Avenue Q and 4th Street East
Palmdale, California
A portion of APN 3006-008-921

The Housing Authority of the City of Palmdale ("**Housing Authority**") provided LINC 4TH STREET PALMDALE, LP, a California limited partnership ("**Borrower")**, a Loan Commitment dated as of December 18, 2024, for the development of affordable rental housing plus one manager's unit and ancillary facilities ("**Loan Commitment**").

Linc has previously requested, and the Authority has previously approved, the two ninety (90) calendar day extensions permitted by the Loan Commitment.

Linc is requesting the Authority amend the Loan Commitment to add two additional ninety (90) calendar day extensions of the Loan Commitment.

Authority is executing this Loan Commitment Amendment to provide such additional extensions.

The third paragraph of the Loan Commitment is hereby amended in its entirety to read as follows:

> "This commitment will automatically terminate on December 31, 2025, subject to extension and termination provisions expressly provided herein ("**Term**"). Subject to the approval of the Authority Executive Director or designee, the Term may be extended for four periods not to exceed an additional ninety (90) calendar days each upon Linc's request, for a total extended period of three hundred sixty (360) calendar days with the Term ending no later than December 26, 2026. In no event shall the Term extend beyond December 26, 2026 without an amendment to this commitment. Any such extension(s) shall be granted, if at all, in the sole and absolute discretion of the Authority Executive Director or designee and upon such terms and conditions as the Executive Director or designee deems appropriate."

Except as expressly set forth herein, all terms and provisions of the Loan Commitment shall remain in full force and effect.

IN WITNESS WHEREOF, the Housing Authority has executed this Loan Commitment Amendment effective as of the date first written above.

"AUTHORITY"

THE HOUSING AUTHORITY OF THE CITY OF PALMDALE

By: _____
Salvador Mendez
Executive Director

ATTEST:

By: _____
Rochelle Scott
Authority Secretary

APPROVED AS TO FORM:

By: _____
Alexandra Severino
Authority Counsel

KANE, BALLMER & BERKMAN

By: _____
Susan Apy
Authority Special Counsel

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[signatures on following page]

Linc 4th Street Palmdale, LP, hereby acknowledges and consents to all of the terms and conditions set forth in this Loan Commitment Amendment.

Linc 4th Street Palmdale, LP,
a California limited partnership

By: Linc 4th Street Palmdale, LLC,
a California limited liability company,
its general partner

By: Linc Housing Corporation,
a California nonprofit public benefit corporation,
its sole manager

Date: _____ By: _____
Cecilia Ngo,
Senior Vice President of Housing Development

MINUTES
CITY COUNCIL/SA/HA/IDA/PAA/PFA
CITY HALL COUNCIL CHAMBER
38300 SIERRA HIGHWAY, SUITE B
PALMDALE, CALIFORNIA
JUNE 2, 2026
5:00 PM

1) CALL MEETING TO ORDER

Mayor Ohlsen called the meeting to order at 5:05 pm.

Note: All City Council memberships are reflected in their City Council titles.

2) ROLL CALL MAYOR OHLSEN, MAYOR PRO TEM BISHOP, COUNCILMEMBERS LOA, BETTENCOURT, ALARCÓN
COMMISSIONERS FRAGA-SAENZ, BETTS

PRESENT: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón, Christina Fraga-Saenz, Dianne Betts.
ABSENT: None.

3) PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Planning Commissioner Elize led the pledge of allegiance.

4) NON-AGENDA PUBLIC COMMENTS

Eugene Hernandez commended Deputy Director Livingston on the pavement presentation and expressed support for a directly elected mayor.

Getro Elize highlighted the accomplishments of the Palmdale Knights Youth Football Program and requested City assistance with access to fields and equipment.

Michael Ross discussed district town hall meetings, inquired about the future occupant of the Commerce Center, requested that the developer maintain cleanliness in his neighborhood, and expressed support for a drive-in theater.

Dr. Coronado complimented Councilmember Alarcón's leadership, discussed efforts to strengthen relationships with the City Council, expressed support for Captain Bardon and his communication with the community, and thanked the Mayor for preparing certificates for a recent event.

Jason Zink discussed the work of tree trimming contractors, landscaping at the Sheriff's Department, the 250th Anniversary of America, the election of the Mayor at-large, and requested free candidate statements for the City's municipal election.

Rich Gallego discussed a proposed ordinance regarding regularly scheduled town hall meetings, a new Code of Conduct for Councilmembers, and the election of the Mayor in Palmdale.

Rodney Woods, President of the Palmdale Knights Youth Football Program, spoke

about the program's accomplishments and requested City support. Coach Romero also spoke in support of the program and requested City assistance. Members of the Palmdale Knights Youth Football Program introduced themselves. Dolores Woods, the program's treasurer, also requested City support.

Councilmember Alarcón committed $1,000 from her discretionary funds to support the Palmdale Knights Youth Football Program. She also requested that the City Council consider incorporating funding into the budget to provide ongoing support for youth organizations such as the Palmdale Knights.

Mayor Ohlsen thanked the Palmdale Knights Youth Football Program for attending the meeting, congratulated the team on its accomplishments, and expressed the City's commitment to supporting the program in the coming year.

Mayor Ohlsen closed Public Comments.

Items 7.1 and 7.2 were heard at this time.

5) CLOSED SESSION

City Attorney Severino confirmed that the items would be heard as listed. She requested that Councilmember Alarcón recuse herself from Item 5.2 due to a conflict.

Public Comments: Jason Zink spoke in opposition to moving the Closed Session.

5.1) CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Significant exposure to litigation: (1 potential case – facts and circumstances unknown to potential plaintiffs)
This closed session is being held pursuant to the authority of California Government Code Section 54956.9, paragraph (2) of subdivision (d).

5.2) CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION
Initiation of litigation: (1 case)
This closed session is being held pursuant to the authority of California Government Code Section 54956.9, paragraph (4) of subdivision (d).

ANNOUNCEMENT BY CITY ATTORNEY

Closed Session was held from 5:46 pm - 7:01 pm.

City Attorney Severino announced the following:

5.1) There was no reportable action.

5.2) Council voted to appoint Mayor Ohlsen and Councilmember Loa as an ad-hoc committee to investigate allegations.

6) CONSENT CALENDAR

The following individuals provided public comment:

David Harris, Community Development Center, spoke in support of the fireworks stands (Item 6.5) and pledged a $500 donation to the Palmdale Knights Youth

Football Program.

Eugene Hernandez expressed support for reopening the Cultural Center.

Jason Zink spoke in support of the fireworks stands, proposed that the City refund the $1,000 permit fee, requested a no-horn railroad crossing, and discussed reopening the Chimbole Cultural Center.

Mark Maldonado discussed fireworks permit fees and expressed support for providing assistance to nonprofit organizations.

Mayor Ohlsen closed the public comments.

The following items were pulled for discussion: 6.2, 6.5, and 6.13 through 6.17.

6.1) Waive full reading of the Resolution(s) and/or Ordinance(s) to be considered and voted on at this meeting. (This allows for reading the title only in lieu of reciting the entire text).

6.2) Receive and File the Monthly Investment Activity Report for April 2026.

Deputy City Manager Samson presented the staff report.

Councilmember Alarcón inquired about fluctuations in the financial market and how the City's investments are being protected. Deputy City Manager Samson explained the City's investment protection strategies and safeguards.

Motion: Receive and File the Monthly Investment Activity Report for April 2026. Moved by Andrea Alarcón, seconded by Richard J. Loa.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

6.3) Adopt Resolution No. CC 2026-036, a Resolution of the City Council of the City of Palmdale establishing an appropriations limit for Fiscal Year 2026-27 pursuant to Article XIII B of the California Constitution and repealing Resolution No. CC 2025-044.

6.4) Approve Purchase Order 20270000 with Amazon Capital Services, Inc., DBA Amazon Business, in an amount not to exceed $328,200 for Fiscal Year 2026-27.

6.5) Approve 33 non-profit organizations, including their proposed locations for fireworks stands, and recommend permit issuance.

Interim Deputy Director Magana presented the staff report.

Councilmember Alarcón referenced a previous Council discussion and inquired why the policy discussion regarding a potential ban on fireworks had not been brought back for Council consideration. City Manager Salvador explained that there had been significant public support for Safe and Sane fireworks, the upcoming 250th Anniversary of America was a consideration, and there was

limited interest in revisiting the issue at that time.

Mayor Pro Tem Bishop discussed survey results and Cal Fire maps, noting strong public support for the continued use of Safe and Sane fireworks.

Mayor Ohlsen discussed the permit fees charged to nonprofit organizations and suggested using fines collected from illegal fireworks violations to help offset enforcement costs. He also expressed support for refunding permit fees to nonprofit organizations and requested that informational packets regarding fire hazard zones and fireworks restrictions be provided by vendors to purchasers.

Mayor Pro Tem Bishop moved to approve the item with a partial discount or refund of permit fees for nonprofit organizations.

The City Council held further discussion regarding the location of nonprofit organizations, fundraising opportunities, and the upcoming 250th Anniversary of America.

Motion: Approve 33 non-profit organizations, including their proposed locations for fireworks stands, and recommend permit issuance and refund the fees to the organizations.
Moved by Andrea Alarcón, seconded by Laura Bettencourt.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

6.6) Receive and file the annual report for the Palmdale Tourism Improvement District (PTID) for fiscal year 2025-26.

6.7) Approve Agreement with Civica Law Group, APC for Legal Services for Criminal Prosecution of Palmdale Municipal Code Violations in an amount not to exceed $190,000 for a two-year term through June 30, 2028.

6.8) Adopt Resolution No. CC 2026-008, a Resolution of the City Council of the City of Palmdale declaring its intention to continue assessments for Fiscal Year 2026-27, preliminarily approving the annual Engineer's Report, and providing Notice of Public Hearing for the City of Palmdale Drainage Benefit Assessment Districts No. 1 and No. 2006-02.

6.9) Adopt Resolution No. CC 2026-009, a Resolution of the City Council of the City of Palmdale declaring its intention to continue assessments for Fiscal Year 2026-27, preliminarily approving the Annual Engineer's Reports, and providing for Notice of Hearing for the City of Palmdale Landscape Maintenance Assessment Districts and Annexations, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations.

6.10) Adopt Resolution No. CC 2026-030, a Resolution of the City Council of the City of Palmdale, setting aside portions of city-owned lands (APNs 3009-021-904, 3014-002-905, 3014-029-900, 3014-008-902, 3014-008-903, 3014-008-904, 3014-008-905), for Right-of-Way and bikeway easements along Avenue R for public road and highway purposes.

6.11) Approve Agreement with Superion LLC, a CentralSquare Technologies Company, for cloud migration and continued Enterprise Asset Management System subscription services, for a total not to exceed amount of $356,485 for a three-year term through June 30, 2029.

6.12) Approve Second Amendment to Agreement with Parsons Transportation Group for PN 653, Palmdale Blvd. and Sierra Highway Railroad Crossing Safety Upgrades Project, increasing the agreement amount by $428,480 for a total not to exceed amount of $1,596,572 for an additional term of 365 calendar days.

6.13) Approve Agreement with Willdan Engineering for Construction Management and Observation Services for PN 796, 45th Street East Sewer, Storm Drain, and Street Improvement Project, for a total not to exceed amount of $877,190 for a term of 251 working days from the effective date of the agreement.

Director Torres presented the staff report.

Councilmember Alarcón raised several questions regarding the contracting and procurement process. City Manager Mendez responded to her concerns.

The City Council and staff engaged in further discussion regarding the contract award, the City's procurement process, and concerns related to Willdan.

Jeff Stuart, representing Willdan, spoke about the firm's longstanding service to the City and commented on the City's rigorous procurement process.

Director Torres provided additional information regarding the procurement process, followed by further discussion between the City Council and staff.

Motion: Approve Agreement with Willdan Engineering for Construction Management and Observation Services for PN 796, 45th Street East Sewer, Storm Drain, and Street Improvement Project, for a total not to exceed amount of $877,190 for a term of 251 working days from the effective date of the agreement.
Moved by Eric Ohlsen, seconded by Richard J. Loa.

Vote: Motion carried (4-1)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt.
No: Andrea Alarcón.

6.14) Approve Agreement with ZECO, INC. for Construction Services on PN 851, Courson Park Revitalization Project, for a total not to exceed amount of $5,431,804 for a term of 280 working days from the date of the Notice to Proceed.

Motion: Approve Agreement with ZECO, INC. for Construction Services on PN 851, Courson Park Revitalization Project, for a total not to exceed amount of $5,431,804 for a term of 280 working days from the date of the Notice to Proceed.
Moved by Eric Ohlsen, seconded by Austin Bishop.

Vote: Motion carried (4-1)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt.
No: Andrea Alarcón.

6.15) Approve Agreement with Cumming Management Group, Inc., for Construction Management and Observation Services for PN 878, Chimbole Center-Library Renovation Phase 1 Project, for a total not to exceed amount of $1,136,200 for a term of 660 calendar days from the effective date of the agreement.

Motion: Approve Agreement with Cumming Management Group, Inc., for Construction Management and Observation Services for PN 878, Chimbole Center-Library Renovation Phase 1 Project, for a total not to exceed amount of $1,136,200 for a term of 660 calendar days from the effective date of the agreement.
Moved by Eric Ohlsen, seconded by Austin Bishop.

Vote: Motion carried (4-1)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt.
No: Andrea Alarcón.

6.16) Approve Agreement with Paragon Partners Consultants, Inc., for Right-of-Way Engineering Services, for PN 914, Rancho Vista Blvd. Grade Separation Project, for a total not to exceed amount of $691,005 for a term of two years from the date of the Notice to Proceed.

Motion: Approve Agreement with Paragon Partners Consultants, Inc., for Right- of-Way Engineering Services, for PN 914, Rancho Vista Blvd. Grade Separation Project, for a total not to exceed amount of $691,005 for a term of two years from the date of the Notice to Proceed.
Moved by Eric Ohlsen, seconded by Austin Bishop.

Vote: Motion carried (4-1)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt.
No: Andrea Alarcón.

6.17) Approve Construction Agreement with Vance Corporation for PN 917A, Avenue R Phase I from 25th Street East to Tackstem Avenue, for a total not to exceed amount of $12,777,832 for a term of 120 working days from the date of the Notice to Proceed.

City Attorney Severino discussed the evaluation of the bid protest. Director of Public Works Torres provided additional clarification.

Motion: Approve Construction Agreement with Vance Corporation for PN 917A, Avenue R Phase I from 25th Street East to Tackstem Avenue, for a total not to exceed amount of $12,777,832 for a term of 120 working days from the date of the Notice to Proceed.
Moved by Eric Ohlsen, seconded by Richard J. Loa.

Vote: Motion carried (4-1)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt.
No: Andrea Alarcón.

6.18) Approve the minutes from the previous meeting.

Motion: Approve the consent calendar with the exception of 6.2, 6.5, and 6.13 through 6.17.
Moved by Richard J. Loa, seconded by Laura Bettencourt.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

7) APPOINTMENTS

7.1) Reappointment of Planning Commissioners in Districts 1,3, and 4.
Motion: Reappointment of Planning Commissioners in Districts 1,3, and 4 for a term to expire in June 2028.
Moved by Eric Ohlsen, seconded by Richard J. Loa.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

7.2) Nominate and appoint one public member to the Palmdale Enhanced Infrastructure Financing District (EIFD) Public Financing Authority (PFA) to serve the remainder of a two-year term set to expire June 30, 2027.

Council discussed the resumes.

Councilmember Alarcón nominated Gene Yang.

Councilmember Loa nominated Ricky Jeffords. The motion died for lack of a second.

Mayor Ohlsen seconded Councilmember Alarcón's motion.

Ms. Jessica Joseph, applicant, discussed her experience in the Antelope Valley that relate to infrastructure.

The following individuals provided public comments: Jason Zink nominated himself for the public member position and spoke about his experience in the Antelope Valley.

Mayor Pro Tem Bishop nominated Jessica Joseph and spoke about her experience with infrastructure. The motion died for lack of a second.

Motion: Appoint Gene Yang as the public member to the Palmdale Enhanced Infrastructure Financing District (EIFD) Public Financing Authority (PFA) to serve the remainder of a two-year term set to expire June 30, 2027.
Moved by Andrea Alarcón, seconded by Eric Ohlsen.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea

Alarcón.

8) PUBLIC HEARING

8.1) Adopt Resolution No. CC 2026-028, a Resolution of the City Council of the City of Palmdale, approving MOD 26-0009 amending a previously approved density bonus agreement 22-002 (A-7912), to facilitate the construction of a 48-unit multi-family residential development on one vacant parcel totaling approximately one acre located East of 9th Street East, approximately 100 feet South of East Avenue Q; and, authorize the City Manager or his designee to exercise the option to amend the agreement as necessary, including minimal and /or non-substantive changes (APN: 3008-040-012).

Mayor Ohlsen opened the public hearing.

City Clerk read the title of the resolution.

Interim Deputy Director Magana presented the staff report.

Public Comments: None.

Mayor Ohlsen closed the public hearing.

Motion: Adopt Resolution No. CC 2026-028, a Resolution of the City Council of the City of Palmdale, approving MOD 26-0009 amending a previously approved density bonus agreement 22-002 (A-7912), to facilitate the construction of a 48- unit multi-family residential development
Moved by Richard J. Loa, seconded by Austin Bishop.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

8.2) Receive and File the Fiscal Year 2026-27 Annual Employee Vacancy Report in accordance with Assembly Bill 2561.

Mayor Ohlsen opened the public hearing.

Human Resources Director Barrios presented the staff report.

Public Comments: Jason Zink commented regarding local outreach on open positions.

Mayor Ohlsen closed the Public Hearing.

Motion: Receive and File the Fiscal Year 2026-27 Annual Employee Vacancy Report in accordance with Assembly Bill 2561.
Moved by Richard J. Loa, seconded by Laura Bettencourt.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

8.3) Approve economic development subsidy agreements with Palmdale Auto Mall dealerships.

Mayor Ohlsen opened the public hearing.

Councilmember Bettencourt recused herself.

Mayor Pro Tem Bishop recused himself for having done business with Palmdale Auto Mall dealerships.

City Attorney Severino presented the staff report.

Rich Gallego, Dr. Coronado, Michael Ross, and Mark Maldonado commented in support of approving this item. Jason Zink opposed approving this item.

Mayor Ohlsen closed the public comments.

Councilmember Loa discussed the form of security on the item and requested to add to item 7C the following language, "Delivery of the fully executed bond; or other form of security provided that such bond or security is in a form, amount, and substance acceptable to the City Manager and the City Manager's sole discretion. The City Manager shall have the authority to determine whether any purposed security adequately protects the City's interest and satisfies the requirements of this agreement."

There was further discussion among Council and City Attorney Severino regarding the process for adding the item to the agenda and the scope of the Auto Mall Subcommittee meetings.

Motion: Approve economic development subsidy agreements with Palmdale Auto Mall dealerships and adding to item 7C the following language, "Delivery of the fully executed bond; or other form of security provided that such bond or security is in a form, amount, and substance acceptable to the City Manager and the City Manager's sole discretion. The City Manager shall have the authority to determine whether any purposed security adequately protects the City's interest and satisfies the requirements of this agreement."
Moved by Richard J. Loa, seconded by Eric Ohlsen.

Vote: Motion carried (2-1)
Yes: Eric Ohlsen, Richard J. Loa.
No: Andrea Alarcón.

Mayor Pro Tem Bishop and Councilmember Bettencourt returned to the dais.

9) JOINT PUBLIC HEARING CC/SA/HA/IDA/PAA/PFA - Now is the time for public participation.

9.1) Adopt Joint Resolution of the City Council of the City of Palmdale No. CC 2026-033, Successor Agency to the Community Redevelopment Agency of the City of Palmdale No. SA 2026-005, Housing Authority of the City of Palmdale No. HA 2026-001, Industrial Development Authority No. IDA 2026-001, Palmdale Airport Authority No. PAA 2026-001, Palmdale Financing Authority

No. PFA 2026-001, collectively the Approving Legislative Bodies (ALB), Adopting the City of Palmdale's Annual Budget for Fiscal Year 2026-27 and Approving Revenue and Expenditure Adjustments to Fiscal Year 2025-26; Adopt Resolution No. CC 2026-032, a Resolution of the City Council of the City of Palmdale approving the publicly available pay schedule for general employee classifications to ensure compliance with the Public Employees' Retirement System (CalPERS) pensionable compensation requirements; and, Adopt Resolution No. CC 2026-035, a Resolution of the City Council of the City of Palmdale approving the publicly available pay schedule for Parks and Recreation unbenefited employee classifications to ensure compliance with the Public Employees' Retirement System (CalPERS) pensionable compensation requirements.

Mayor Ohlsen opened the public hearing.

City Clerk Scott read the title of the resolutions.

Deputy City Manager Samson provided a presentation on the proposed Fiscal Year 2026/27 Budget.

Councilmember Alarcón discussed the Measure AV schedule and expressed concerns regarding the lack of support for small businesses. Deputy City Manager Samson and Economic and Community Development Director Taggart provided clarification on items related to Economic Development.

Councilmember Bettencourt announced her departure from the meeting at 8:56 pm.

Deputy City Manager Samson continued the presentation.

Councilmember Loa asked if there is a schedule breakdown for Measure PD. Deputy City Manager Samson clarified that Measure PD is incorporated into the General Fund and is not tracked separately. She further stated Measure PD is generating $27M annually. Councilmember Alarcón spoke about future revenues for street sweeping, Public Safety Director McComas and City Manager Mendez provided details on the street sweeping plan.

The following individuals provided public comments: David Akers, Michael Ross, Jason Zink, and Steve Ling.

Mayor Ohlsen closed the public comment.

Motion: Adopt Joint Reso. No. CC 2026-033, SA 2026-005, IDA 2026-001, PAA 2026-001, PFA 2026-001, CC 2026-032, and CC 2026-035.
Moved by Richard J. Loa, seconded by Eric Ohlsen.

Vote: Motion carried (3-1)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa.
No: Andrea Alarcón.
Absent: Laura Bettencourt.

Motion: Adopt Reso. No. HA 2026-001.
Moved by Christina Fraga-Saenz, seconded by Dianne Betts.

Vote: Motion carried (5-1)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Christina Fraga-Saenz, Dianne Betts.
No: Andrea Alarcón.
Absent: Laura Bettencourt.

10) NEW BUSINESS

10.1) Discussion and direction regarding the preparation of Resolutions related to the potential repeal and deferred implementation of Measure PD.

City Attorney Severino presented the staff report.

Councilmember Alarcón introduced her previous motion requesting an ordinance to fully repeal Measure PD, submit the matter to the voters, and to fully defer further implementation of Measure PD until the November 3, 2026 election results are certified. She commented on her prior opposition to Measure PD and its impact on residents. The motion did not receive a second.

Mayor Pro Tem Bishop discussed the City's 11.25% sales tax, emphasizing the importance of protecting local revenue, maintaining funding for law enforcement services, and exploring options to gradually reduce the tax rate while preserving the City's financial stability, including adjusting the rate to be more consistent with neighboring cities.

Mayor Ohlsen moved to defer the future implementation of Measure PD. Councilmember Loa seconded the motion.

The following individuals provided public comment: Rich Gallego, PFC, discussed the impact of the City's sales tax on residents and his family. Dr. Miguel Coronado expressed support for repealing Measure PD. Michael Ross commented on the effects of the sales tax on residents and discussed the City budget. David Akers spoke in favor of repealing and halting the implementation of Measure PD and also addressed the City budget. Marcos Alvarez discussed the financial impact of the sales tax on his family. Steve Ling commented on super commuters spending tax dollars in neighboring cities, local crime statistics, and schools. Jason Zink discussed Measure PD and funding provided to AV Edge and the Auto Mall.

Mayor Pro Tem Bishop proposed a substitute motion to temporarily authorize a reduction in the sales tax rate to 10.75% to align with neighboring cities. City Attorney Severino advised that the City cannot reduce the sales tax, but can defer it.

Mayor Ohlsen explained that Measure PD authorized the city to increase its tax by one percent. The city immediately implemented a half of percent, deferred a quarter of percent to 28 or 29, and the second quarter percent to 29 or 30. Then Mayor Ohlsen made a motion to not implement the future money, leave the half of percent on the books and for now reject the future half of percent.

The City Council engaged in further discussion regarding available options, including deferring future Measure PD increases by resolution. The consensus was to defer the future implementation of the remaining Measure PD increases while continuing to evaluate additional options.

Motion: Defer the future implementation of Measure PD.
Moved by Eric Ohlsen, seconded by Richard J. Loa.

Vote: Motion carried (4-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Andrea Alarcón.
Absent: Laura Bettencourt.

11) CITY MANAGER'S REPORT

City Manager Mendez provided an update on several upcoming events, including the Antelope Valley Taco Festival on June 6 in Poncitlan Square; Family Movie Nights on June 12 and June 26 at the Amphitheater; Juneteenth on June 19 in Poncitlan; Fourth of July, Independence Day celebration on July 4 at the Amphitheatre; Stars and Stripes Summer Fun June 8 through August 7 at Domenic Massari, Marie Kerr and Sam Yellen parks; and High Desert Corridor community meetings to discuss the early design of the high speed rail on June 8 at the Playhouse.

12) SHERIFF'S REPORT

Captain Bardon provided an update: April response times to routine calls were 88 minutes; 3,985 calls for service; 279 Part 1 Crimes; 6 gang-related shootings; 328 arrests; 52 firearms recovered; injuries and collisions down 15%; 5 fatal collisions; and 2,803 citations. He reported collaborating with the City on issues at the AV Mall and announced a proposed midsummer gun buyback event. Be the Bridge Interfaith group will attend some of the city and county events.

13) COUNCIL REPORTS, ANNOUNCEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Councilmember Alarcón requested the following future agenda items:

- Presentation on the MARRC regarding its status and use protocol
- AV Edge presentation
- Letter of support for a Skilled Nursing Facility
- Discussion regarding quarterly reports on contracts entered into and expenditures made under City Manager authority.
- Policy requiring that the City Attorney not use personal electronic devices during City meetings.
- Add to a future agenda the town hall ordinance. Alarcón/Ohlsen

Mayor Pro Tem Bishop thanked staff and the members of the public for their participation in the meeting. He discussed lowering the sales tax.

15) ADJOURNMENT

Mayor Ohlsen adjourned the meeting at 10:36 pm to July 7, 2026, at 5:00 p.m. in the City Hall Council Chamber located at 38300 Sierra Highway, Suite B, Palmdale, California.

PASSED, APPROVED, and ADOPTED this 7th day of July 2026.

_____
Eric Ohlsen, Mayor

ATTEST:

_____
Rochelle Scott, City Clerk

MINUTES
CITY COUNCIL/SA/HA/PAA/PFA
CITY HALL COUNCIL CHAMBER
38300 SIERRA HIGHWAY, SUITE B
PALMDALE, CALIFORNIA
MAY 5, 2026
5:00 PM

1) CALL MEETING TO ORDER

Mayor Ohlsen called the meeting to order at 5:05 pm.

Note: All City Council memberships are reflected in their City Council titles.

2) ROLL CALL MAYOR OHLSEN, MAYOR PRO TEM BISHOP, COUNCILMEMBERS LOA, BETTENCOURT, ALARCÓN COMMISSIONERS FRAGA-SAENZ, BETTS
PRESENT: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón, Christina Fraga-Saenz, Dianne Betts.
ABSENT: None.

3) PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Mayor Ohlsen led the pledge of allegiance.

4) PRESENTATIONS

4.1) City of Palmdale Veteran of the Year Award.

Council and representatives from the offices of Congressman Whitesides, Senator Valladares, and Assemblyman Carrillo presented a proclamation and certificates recognizing Mayra Duarte.

Ms. Duarte expressed her appreciation for the recognition and spoke words of encouragement to the community.

4.2) Commendation to Sophia Reyes in honor of her retirement from the City of Palmdale.

Councilmember Bettencourt read the commendation, and Council recognized Sophia Reyes for 30 years of service with the City of Palmdale.

Ms. Reyes spoke about her 30 years of service working for the City of Palmdale.

5) NON-AGENDA PUBLIC COMMENTS

The following individuals provided public input: Sandy Carpenter discussed the AV Edge contract, and the Multi-Agency Regional Resilience Center. Eugene Hernandez commented on the Lancaster investigation and spoke in opposition to the AV Edge

contract. Dr. Coronado spoke regarding transparency, the city sales tax Measures AV and PD, and city leadership. Bahman Tamjidi discussed a zoning change involving property he owns. Roger Soderstedt commented regarding the K-rails at Arnie Quinones Park. Michelley Benitez spoke regarding the 11.25% tax, city roads, and a directly elected mayor. Rich Gallego spoke about the recent Supreme Court ruling in Louisiana v. Callais and called on the Council to pass an ordinance abolishing the current districts in Palmdale and providing the opportunity for the voters to decide if they want districts on an at-large situation. Marcos Alvarez provided the history of Cinco de Mayo. An unidentified man spoke regarding an at-large mayor, the AV Edge contract, and the 11.25% tax increase. An unidentified woman commented regarding tax dollars, potholes, and the winter shelter and services for the homeless. Mark Maldonado commented regarding 11.25% tax and the concerns of the people, and bringing smoke shop businesses to Palmdale. Chuck Murphy spoke his Music and Kids program and working with the school district.

Mayor Ohlsen discussed his opposition to Measure ER and the importance of protecting tax revenue for the City of Palmdale.

Councilmember Loa discussed the benefits of Measure PD, local control, and demonstrating results from the funding.

Councilmember Alarcón read her statement opposing Measure PD when it was originally proposed. She requested that a draft resolution be brought back to Council for further consideration. She read the resolution into the record and introduced the following motion.

Motion that the Council instructs the City Attorney to:

1. Draft a resolution ordering that an ordinance to fully repeal Measure PD be submitted to the voters at the General Municipal Election to be held on November 3, 2026;
2. Draft a resolution to defer the implementation and collection of the full amount of the Measure PD sales tax increase. This deferral shall remain in effect until November 3, 2026, election results are certified; and
3. Both the aforementioned resolutions shall be drafted and brought back to the Council for consideration and action at its next regularly scheduled CC meeting.

Councilmember Alarcón stated that she was requesting the item be placed on a future agenda so the Council could fully discuss it. The motion was seconded by Councilmember Bettencourt.

Mayor Ohlsen stated that he did not want to consider repealing Measure PD if doing so would open up more of the sales tax cap. He suggested that, if voters reject Measure ER, Council should revisit the discussion. However, if voters approve Measure ER, Council may need Measure PD as a tool for potential litigation to stop implementation of the tax in Palmdale.

Mayor Pro Tem Bishop spoke about his opposition to Measure AV in 2020. He further discussed Measure PD in 2024 and spoke about protecting our local tax dollars.

Councilmember Bettencourt discussed a meeting that her and Councilmember Loa had with HDL regarding the possible tax benefits for storefront cannabis. She also mentioned that her and Councilmember Alarcón have repeatedly demanded

accountability from AV Edge for city funds that were provided.

Councilmember Alarcón asked for a second to bring back the motion for discussion.

Motion: Bring the motion back to the next meeting for further discussion.
Moved by Andrea Alarcón, seconded by Laura Bettencourt.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

City Manager Mendez requested that 7.9, 7.10, and 9.3 be brought back to a future meeting.

6) HOUSING AUTHORITY CONSENT CALENDAR

6.1) Approve the minutes from the previous meeting.

Motion: Approve the Housing Authority Consent Calendar.
Moved by Christina Fraga-Saenz, seconded by Dianne Betts.

Vote: Motion carried (7-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón, Christina Fraga-Saenz, Dianne Betts.

7) CONSENT CALENDAR

The following items were pulled by the Council for discussion: Items 7.6, 7.7, and 7.17.

7.1) Waive full reading of the Resolution(s) and/or Ordinance(s) to be considered and voted on at this meeting. (This allows for reading the title only in lieu of reciting the entire text).

7.2) Receive and file the monthly and quarterly investment activity reports for March 2026.

7.3) Adopt Resolution No. CC 2026-026, a Resolution of the City Council of the City of Palmdale designating by title and name those officials who are authorized to sign checks and warrants, and repealing Resolution No. CC 2025-045; and adopt Resolution No. SA 2026-003, a Resolution of the Successor Agency to the Community Redevelopment Agency of the City of Palmdale, designating by title and name those officials who are authorized to sign checks and warrants, and repealing Resolution No. SA 2025-002.

7.4) Approve Agreement with TK Elevator Corporation for elevator modernization services for a total not to exceed amount of $162,435 for a term of one year.

7.5) Approve Construction Agreement with CEM Construction Corporation for PN 796, 45th Street East Sewer, Storm Drain, and Street Improvement Project, for a total not to exceed amount of $10,995,022 for a term of 251 working days from the date of the Notice to Proceed.

7.6) Approve Agreement with Willdan Engineering for Construction Management and Observation Services for PN 796, 45th Street East Sewer, Storm Drain, and Street Improvement Project, for a total not to exceed amount of $877,190 for a term of 251 working days from the date of the Notice to Proceed.

Director Torres presented the staff report.

Councilmember Alarcón spoke about the pattern of awarding contracts to this specific contractor. Director Torres answered questions regarding the contract. There was further discussion among Council regarding the qualifications of the contractor, urgency of approving the agreement, continuing the item, and percentage of contracts with this specific vendor.

City Manager Mendez spoke about the item being continued.

Mayor Ohlsen made a motion to approve the item, and Mayor Pro Tem Bishop seconded the motion.

Councilmember Loa made a substitute motion to continue this item to the June 2, 2026 meeting.

Motion: Continue this item to the June 2, 2026 meeting.
Moved by Richard J. Loa, seconded by Andrea Alarcón.

Vote: Motion carried (3-1)
Yes: Richard J. Loa, Laura Bettencourt, Andrea Alarcón.
No: Eric Ohlsen.
Abstain: Austin Bishop.

7.7) Approve Construction Agreement with RG General Engineering, Inc., for PN 839, McAdam Park Improvement Project, for a total not to exceed amount of $8,048,897 for a term of 250 working days from the date of the Notice to Proceed.

Director Torres presented the staff report.

Councilmember Alarcón spoke in support of the of the renovations at McAdam Park and discussed the Community Workforce Agreement requirement.

Motion: Approve Construction Agreement with RG General Engineering, Inc., for PN 839, McAdam Park Improvement Project, for a total not to exceed amount of $8,048,897 for a term of 250 working days from the date of the Notice to Proceed.
Moved by Andrea Alarcón, seconded by Richard J. Loa.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

7.8) Approve Construction Agreement with Coast Construction Group for PN 854, Palmdale Playhouse ADA Project, for a total not to exceed amount of $264,373.80 for a term of 50 working days from the date of the Notice to Proceed.

7.9) Approve Agreement with Paragon Partners Consultants, Inc., for Right-of-Way Engineering Services, for PN 914, Rancho Vista Blvd. Grade Separation Project, for a total not to exceed amount of $691,006 for a term of two years from the date of the Notice to Proceed.

This item was pulled to bring at a future date.

7.10) Approve Construction Agreement with Vance Corporation for PN 917A, Avenue R Phase I from 25th Street East to Tackstem Avenue, for a total not to exceed amount of $12,777,831.62 for a term of 120 working days from the date of the Notice to Proceed.

This item was pulled to bring at a future date.

7.11) Approve Agreement with Z&K Consultants for Construction Management and Observation Services for PN 917A, Avenue R from 25th Street East to Tackstem Avenue Project, for a total not to exceed amount of $559,257.60 for a term of 365 calendar days from the date of the Notice to Proceed.

7.12) Approve Project Authorization Agreement with NBS Government Finance Group for Annual Assessment and Special District Levy Administration Services for a total not to exceed amount of $531,450 for a term of thirty- eight (38) months.

7.13) Approve Construction Agreement with Calmex Engineering, Inc., for PN 869-A, Arterial Road Rehabilitation Project at Palmdale Blvd. for a total not to exceed amount of $4,581,216 for a term of 60 working days from the date of the Notice to Proceed.

7.14) Approve Requisition with Plumber's Depot, Inc., for a GapVax Combination Truck for a total not to exceed amount of $932,482; and approve Requisition with National Auto Fleet for a Ford F-600 Dump Truck for a total not to exceed amount of $133,358.

7.15) Adopt Resolution No. CC 2026-019, a Resolution of the City Council of the City of Palmdale, adopting a list of projects for Fiscal Year 2026-27 funded by Senate Bill 1: The Road Repair and Accountability Act of 2017.

7.16) Adopt Resolution No. CC 2026-020, a Resolution of the City Council of the City of Palmdale, approving the application for local streets and roads funds authorized under Article 8 of the Transportation Development Act.

7.17) Adopt Resolution No. CC 2026-021, a Resolution of the City Council of the City of Palmdale, California, calling for the holding of a General Municipal Election to be held on Tuesday, November 3, 2026, for the election of certain officers as required by the provisions of the City of Palmdale Charter; Adopt Resolution No. CC 2026-022, a Resolution of the City Council of the City of Palmdale, California, requesting the Board of Supervisors of the County of Los Angeles to consolidate a General Municipal Election to be held on Tuesday, November 3, 2026, with the Statewide General Election to be held on the same date pursuant to Section 10403 of the Elections Code; and, Adopt Resolution No. CC 2026-024, a Resolution of the City Council of the City of Palmdale,

California, adopting regulations for Candidates for Elective Office pertaining to Candidate Statements submitted to the voters at the General Municipal Election to be held on Tuesday, November 3, 2026.

Councilmember Loa asked the City Attorney if the Supreme Court case, Louisiana v. Callais would affect California. City Attorney Severino responded.

Mayor Ohlsen suggested moving forward with adopting the item.

Councilmember Loa made a motion to continue the item to the June 2, 2026 meeting. Councilmember Loa's motion died for lack of a second.

Councilmember Bettencourt requested that City Attorney Severino research whether the Supreme Court's decision in Louisiana v. Callais would allow the City of Palmdale to return to a directly elected mayor. Mayor Ohlsen suggested obtaining a legal analysis. There was further discussion regarding a directly elected mayor.

Motion: Adopt Resolution No. CC 2026-021, CC 2026-022, CC 2026-024
Moved by Eric Ohlsen, seconded by Austin Bishop.

Vote: Motion carried (4-1)
Yes: Eric Ohlsen, Austin Bishop, Laura Bettencourt, Andrea Alarcón.
No: Richard J. Loa.

7.18) Approve the minutes from the previous meeting.

Motion: Approve the Consent Calendar except for 7.6, 7.7, and 7.17.
Moved by Austin Bishop, seconded by Richard J. Loa.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

8) PUBLIC HEARING

8.1) Adopt Resolution No. CC 2026-027, a Resolution of the City Council of the City of Palmdale, approving the Fiscal Year 2026-27 Annual Action Plan for use of Community Development Block Grant (CDBG) and HOME Entitlement Funds.

City Clerk Scott read the title of the resolution.

Interim Housing Manager LeNoue provided details during her PowerPoint presentation.

Councilmember Loa asked about the number of units for the Linc Housing project, and Interim Housing Manager LeNoue responded that it would include 73 units.

Councilmember Alarcón, on behalf of herself and Councilmember Bettencourt, asked a question and stated that they were both advocates for a domestic violence or emergency transitional housing in Palmdale. She suggested setting aside future Affordable Housing funds specifically for domestic violence housing.

Councilmember Bettencourt asked whether the American Dream Housing Counseling Agency would be located in Palmdale and staffed by local employees. Interim Housing Manager LeNoue stated that the office would be located in Lancaster, but services would be provided in Palmdale. Councilmember Bettencourt suggested that the office be located in Palmdale.

The following individuals provided public input: Kevin Dillard of American Dream Housing Counseling Agency confirmed that an office will be opened in Palmdale. Mark Maldonado spoke in support of domestic violence housing. Ms. Moran discussed her program, "Let It Out," as well as domestic violence and drug addiction. Michelley asked about funds allocated to parks vs housing. Roger Soderstedt spoke in support of domestic violence housing.

Mayor Ohlsen closed the public comments.

There was discussion among Councilmember Alarcón and Interim Housing Manager LeNoue regarding identifying funds for a domestic violence housing. Interim Housing Manager LeNoue stated the motion should be to adopt the annual action plan as amended.

Motion: Adopt Resolution No. CC 2026-027 and approve staff recommendation with the amendment of future affordable housing amount of $226,837.35 be designated towards the development of domestic violence housing.
Moved by Andrea Alarcón, seconded by Laura Bettencourt.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

Mayor Ohlsen called for a recess at 7:11 pm - 7:19 pm.

82) Adopt Resolution No. CC 2026-025, a Resolution of the City Council of the City of Palmdale approving MOD 26-0010 amending a previously approved density bonus agreement 25-0003 (A-9355), to facilitate the construction of 272-Unit multi-family residential development on two vacant parcels totaling approximately 9.8 acres located at the northwest corner of East Avenue Q and 25th Street East, and authorize the City Manager or his designee to exercise the option to amend the agreement as necessary, including minimal and /or non substantive changes (APNS: 3022-012-036 and -037).

Mayor Ohlsen opened the Public Hearing.

City Clerk Scott read the title of the resolution.

Interim Deputy Director Magana presented the staff report and spoke about the concessions provided to the applicant.

There was Council, applicant, and staff discussion regarding the project and the concessions.

Mayor Ohlsen called for public comments.

Public Comments: None.

Mayor Ohlsen closed the public hearing.

Motion: Adopt Resolution No. CC 2026-025, a Resolution of the City Council of the City of Palmdale approving MOD 26-0010 amending a previously approved density bonus agreement 25-0003 (A-9355), to facilitate the construction of a 272-unit multi-family residential development on two vacant parcels totaling approximately 9.8 acres located at the northwest corner of East Avenue Q and 25th Street East
Moved by Andrea Alarcón, seconded by Richard J. Loa.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

8.3) Adopt Ordinance No. 1667, an Ordinance of the City Council of the City of Palmdale approving Zoning Ordinance Amendment 26-0002 to modify requirements related to Accessory Dwelling Units and Junior Accessory Dwelling Units to ensure compliance with state law and find the amendment is exempt from environmental review.

Mayor Ohlsen opened the Public Hearing.

City Clerk Scott read the title of the ordinance.

Interim Deputy Director Magana presented the staff report.

Mayor Ohlsen called for public comments.

Public Comments: None.

Mayor Ohlsen closed the public comments.

A unanimous motion was approved to introduce Ordinance No. 1667.

Motion: Adopt Ordinance No. 1667, an Ordinance of the City Council of the City of Palmdale approving Zoning Ordinance Amendment 26-0002 to modify requirements related to Accessory Dwelling Units and Junior Accessory Dwelling Units to ensure compliance with state law and find the amendment is exempt from environmental review.
Moved by Laura Bettencourt, seconded by Austin Bishop.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

8.4) Adopt Resolution No. CC 2026-023, a Resolution of the City Council of the City of Palmdale approving the issuance of tax-exempt and/or taxable revenue obligations by the California Enterprise Development Authority (CEDA) in an aggregate principal amount not to exceed $2,300,000 for the purpose of financing, refinancing and/or reimbursing the cost of acquisition, construction, installation, furnishing and equipping of healthcare facilities for the benefit of

Bartz-Altadonna Community Health Center and/or a related successor entity.

City Clerk Scott read the title of the resolution.

Deputy City Manager Samson presented that staff report.

Councilmember Bettencourt asked whether the City had any funding obligation related to this item, and Deputy City Manager Samson confirmed that the City has no funding obligations.

Mayor Ohlsen called for public comments.

Public Comments: None.

Mayor Ohlsen closed the public hearing.

Motion: Adopt Resolution No. CC 2026-023, a Resolution of the City Council of the City of Palmdale approving the issuance of tax-exempt and/or taxable revenue obligations by the California Enterprise Development Authority (CEDA) in an aggregate principal amount not to exceed $2,300,000 for the purpose of financing, refinancing and/or reimbursing the cost of acquisition, construction, installation, furnishing and equipping of healthcare facilities for the benefit of Bartz-Altadonna Community Health Center and/or a related successor entity. Moved by Andrea Alarcón, seconded by Laura Bettencourt.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

9) NEW BUSINESS CC/SA - Now is the time for public participation.

9.1) Adopt Resolution No. CC 2026-016, a Resolution of the City Council of the City of Palmdale approving the Five-Year Public Art Work Plan for projects in the City of Palmdale in accordance with Chapter 15.01 of the Palmdale Municipal Code.

City Clerk Scott read the title of the Resolution.

Public Art Program Manager Davis provided a PowerPoint presentation on completed projects, pending art installations, and proposed projects.

Council spoke in support of the projects.

Mayor Ohlsen called for public comments.

Public Art Coordinator Davis acknowledged that five emails were received in support of the Public Art Program.

The following individuals provided public comments: Patty of the Palmdale Woman's Club, Chelsea Williams, and Josh Jimenez spoke in support of the program. Eugene Hernandez spoke about honoring Chicano Heritage through public art.

Motion: Adopt Resolution No. CC 2026-016, a Resolution of the City Council of

the City of Palmdale approving the Five-Year Public Art Work Plan for projects in the City of Palmdale in accordance with Chapter 15.01 of the Palmdale Municipal Code.
Moved by Andrea Alarcón, seconded by Laura Bettencourt.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

9.2) Pavement Management Plan (PMP).

Deputy Director Livingston provided a PowerPoint presentation on the Pavement Management Program.

There was Council and staff discussion regarding cost of paving the roads and trucks damaging the roads. Council spoke in support of the program.

The following individuals provided public comments: Mark Maldonado spoke about the damage that potholes cause to vehicles and in support of the program, Colleen expressed concerns about a speed bump on 40th Street at the railroad crossing, and an unnamed woman spoke regarding cleaning the area around 47th Street East at Four Points.

Motion: Approve the presentation of the Pavement Management Plan.
Moved by Andrea Alarcón, seconded by Austin Bishop.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

9.3) Receive and file the City of Palmdale's 2026-31 Five-Year Capital Improvement Plan.

This item was pulled to bring at a future date.

9.4) Adopt Resolution No. SA 2026-004, a Resolution of the Successor Agency to the Community Redevelopment Agency of the City of Palmdale authorizing the issuance and sale of tax allocation bonds to refund obligations of the former Community Redevelopment Agency of the City of Palmdale, and approving related documents and actions.

City Clerk Scott read the title of the resolution.

Deputy City Manager Samson presented the staff report.

Councilmember Loa asked how the City saves money through refinancing bonds, and Deputy City Manager Samson explained that, by refunding the bonds, the City is able to take advantage of lower interest rates.

Motion: Adopt Resolution No. SA 2026-004, a Resolution of the Successor Agency to the Community Redevelopment Agency of the City of Palmdale authorizing the issuance and sale of tax allocation bonds to refund obligations of the former Community Redevelopment Agency of the City of Palmdale, and

approving related documents and actions.
Moved by Richard J. Loa, seconded by Laura Bettencourt.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

10) JOINT NEW BUSINESS CC/SA/HA/IDA/PAA/PFA - Now is the time for public participation.

10.1) Presentation of the City of Palmdale Draft Budget for Fiscal Year 2026-27.

City Manager Mendez announced that this was the first reading of the budget and provided an opportunity for Council feedback.

Deputy City Manager Samson provided a PowerPoint presentation on the FY 2026-27 budget.

Councilmember Alarcón asked questions regarding a portion of the Measure AV budget, specifically Economic Development. She suggested that the City not exercise the option to extend the AV Edge contract and reconsider some of the Auto Mall funding. She also requested information regarding the increase in the City Attorney budget and the underlying schedules for contract services, operating expenses, and other expenditures.

Councilmember Bettencourt and Mayor Pro Tem Bishop spoke in support of the balanced budget.

The following individual provided public input: Roger Soderstedt inquired about whom he should contact regarding the K-rails at Arnie Quinones Park.

Mayor Ohlsen closed the public comments.

City Manager Mendez announced that public outreach had been conducted to gather input on the budget.

11) CITY MANAGER'S REPORT

City Manager Salvador provided an update on several upcoming events, including the Stamp Out Hunger Food Drive led by local postal workers on May 9 at the post office annex located at 38917 20th Street East; the AV Children's Choir presentation of "Americana: Singing Stories of America" on May 16 at the Palmdale Playhouse; A Tribute to the King: Scott Bruce as Elvis on May 23 at the Palmdale Playhouse; the opening day of the season for DryTown Water Park on May 23; West Coast Classical presents Sounds 2 Beautiful on May 30 at the Palmdale Playhouse; West Coast Classical presents Symphony of Strings on May 31 at the Palmdale Playhouse; and the High Desert Beer and Wine Festival on June 20 at the Amphitheater.

City Manager Salvador also announced that Council is accepting applications for the Mobile Home Rental Review Board, the Board of Library Trustees, and the Enhanced Infrastructure Financing District (EIFD) Public Financing Authority. In addition, the Farmers Market is held Fridays at Sam Yellen Park.

12) COUNCIL REPORTS, ANNOUNCEMENTS AND REQUESTS FOR FUTURE AGENDA ITEMS

Councilmember Loa requested a future agenda item for the June meeting on the financing program and agreements that were developed by the sub-committee and the Auto Mall.

City Attorney Severino asked for clarification on the motion whether it should go on as an action item to the proposed loan agreement or a discussion item to discuss appropriate options to address. Councilmember Loa proposed an action item.

Motion: Add a future action agenda item for the June meeting related to the financing program and agreements developed out of the meetings with the sub-committee and the auto mall.
Moved by Richard J. Loa, seconded by Eric Ohlsen.

Vote: Motion carried (3-0)
Yes: Eric Ohlsen, Richard J. Loa, Andrea Alarcón.

Councilmember Bettencourt requested a future agenda item regarding the City logo and rebranding.

Mayor Pro Tem Bishop discussed proposed County Measure ER. He requested a press release or proclamation opposing the measure. He discussed the possibility of Measure ER overriding the intent of Measure PD and asked for Council consensus on opposing Measure ER. There was further discussion among the Council about adopting a resolution at a Special Meeting.

Motion: Bring back a special meeting to discuss Measure ER and adopt a resolution to oppose the measure.
Moved by Eric Ohlsen, seconded by Andrea Alarcón.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

Councilmember Alarcón requested a presentation regarding the status of the Multi-Agency Regional Resilience Center (MARRC) and its protocols for use. She also requested a list of City-sponsored events and the process for obtaining sponsorship. In addition, she requested an agenda item to determine whether or not an ad hoc committee should be formed to review the special events and cultural events policies.

Motion: Request to add two future agenda items:
1) Presentation to provide the status of the Multi-Agency Regional Resilience Center (MARRC) and its protocols for use; and
2) Discussion item on whether an ad hoc committee should be created to review the special events and cultural events policies.
Moved by Andrea Alarcón, seconded by Eric Ohlsen.

Vote: Motion carried (5-0)
Yes: Eric Ohlsen, Austin Bishop, Richard J. Loa, Laura Bettencourt, Andrea Alarcón.

Councilmember Alarcón announced an eviction protection event would be held on May 12 in Poncitlan Square.

Councilmember Bettencourt announced the District 3 Neighborhood Watch event on May 12 at Oasis Park

13) CLOSED SESSION

PRESENTATION BY CITY ATTORNEY

Public Comments: None.

City Attorney Severino confirmed the items would be heard as listed and recommended the recusal of Councilmember Loa and Councilmember Alarcón from one of the items on 13.3.

13.1) CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Concerning CV Communities, LLC v. Antelope Valley-East Kern Water Agency, et al.
Los Angeles Superior Court 20STCV10953
This closed session is being held pursuant to the authority of California Government Code Section 54956.9(d)(1).

13.2) CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION
Ricky Thorstensen v. City of Palmdale, et al.
Los Angeles Superior Court 22STCV29463
This closed session is being held pursuant to the authority of California Government Code Section 54956.9(d)(1).

13.3) CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION
Initiation of litigation: (3 cases)
This closed session is being held pursuant to the authority of California Government Code Section 54956.9, paragraph (4) of subdivision (d).

13.4) CONFERENCE WITH LABOR NEGOTIATORS
Agency designated representatives: Salvador Mendez, City Manager, and Linda Daube, Special Counsel, Janelle Samson, Deputy City Manager, and Yvette Barrios, Director of Human Resources
Employee organization: Teamsters Local 986
This closed session is being held pursuant to the authority of California Government Code Section 54957.6.

13.5) PUBLIC EMPLOYMENT
Title: City Attorney Recruitment
This closed session is being held pursuant to the authority of California Government Code Section 54957.

14) ANNOUNCEMENT BY CITY ATTORNEY

Closed Session was held from 9:30 pm - 11:45 pm.

City Attorney Severino announced the following:
13.1 – There was no reportable action.

13.2 – There was no reportable action.

13.3 – There was no reportable action.

13.4 - There was no reportable action.

City Manager Mendez announced the following:

13.5 – There was no reportable action.

15) ADJOURN

Mayor Ohlsen adjourned the meeting at 11:45 pm to June 2, 2026, at 5:00 p.m. in the City Hall Council Chamber located at 38300 Sierra Highway, Suite B, Palmdale, California.

PASSED, APPROVED, and ADOPTED this 7th day of July, 2026.

_____
Eric Ohlsen, Mayor

ATTEST:

_____
Rochelle Scott, City Clerk

City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **OPERATIONS DEPARTMENT**
FINANCE DIVISION

DISTRICT: **ALL**

SUBJECT: **RECEIVE AND FILE THE MONTHLY INVESTMENT ACTIVITY REPORTS FOR MAY 2026**

RECOMMENDATION

Staff recommend that the City Council:

1. Receive and file the May 2026 monthly investment activity reports for the City of Palmdale and Successor Agency.

BACKGROUND

In accordance with Section 16 of the City and Successor Agency Investment Policy, the City Treasurer is required to prepare and present monthly and quarterly investment reports to the City Manager/Executive Director and the City Council/Board of Directors. These reports include detailed information on each investment, including the investment type, issuer name, purchase date, maturity date, amount invested, and interest rate. Reporting covers all pooled investments of the City and Successor Agency, as well as Certificates of Participation, Revenue Bonds, Tax Allocation Bonds, Assessment Districts, and Community Facilities District accounts managed by external fiscal agents.

The monthly investment reports provide an overview of the City and Successor Agency's investment activity and portfolio performance. They summarize total assets, portfolio allocations, average maturities, yields, and book values. The interest rates presented reflect the most current rates available as of the report date.

Market values for pooled City and Successor Agency investments are based on closing prices as of the report date. Pricing information is obtained from reputable sources, including the Wall Street Journal, Bloomberg Financial Markets, Capital Market Finance publications, and other reliable market data providers.

DISCUSSION

Compliance with Investment Policy

As of May, the City's total investment portfolio was valued at $338,212,686, reflecting an increase of $11,020,070 from the prior month and an increase of $23,536,401 compared to the same period last year. The month-over-month increase is attributable to interest earned and new investment purchases during the month.

The Successor Agency's portfolio had a par value of $14,638,903 as of May, representing a decrease of $6,409 from the previous month. The decrease is due to operating costs during the month.

All investments are in full compliance with Section 8 of the City's Investment Policy. The portfolios consist of a diversified mix of authorized investment instruments, including Certificates of Deposit, Corporate Notes, U.S. Treasury Securities, and Government Agency Securities, each maintained within established portfolio percentage limits.

The Finance Division serves as custodian of the City and Successor Agency investment portfolios and adheres to the three primary objectives outlined in the Investment Policy:

- Safeguard principal by investing in financial instruments that mitigate the risk of market-related losses;
- Maintain sufficient liquidity to meet anticipated cash flow needs; and
- Achieve a competitive market rate of return consistent with policy constraints.

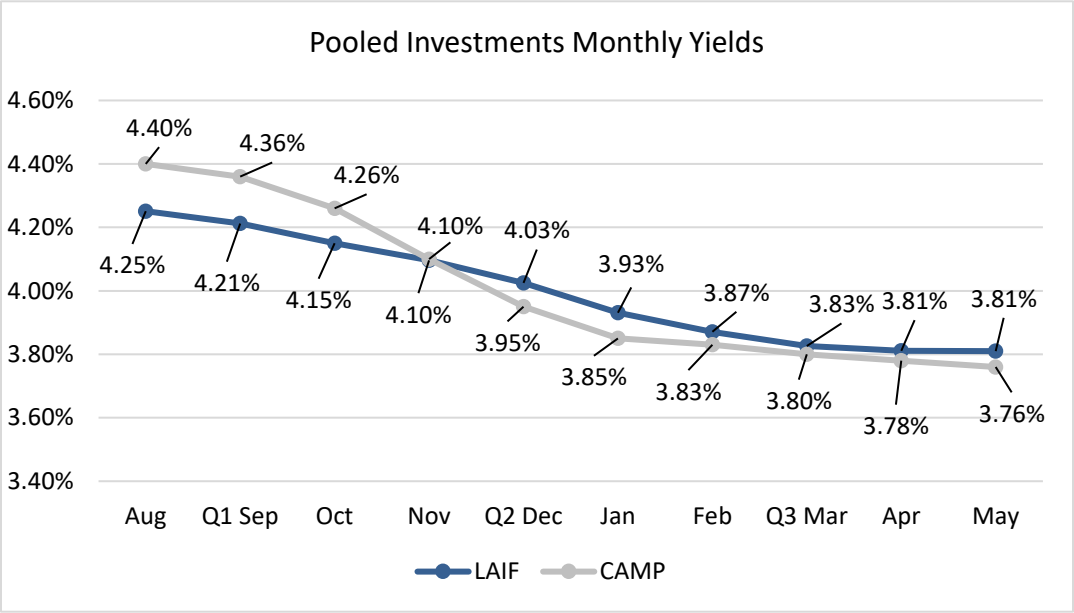
Liquidity

Maintaining adequate liquidity to support operational requirements remains a key priority of the Finance Division. To support this objective, the City and Successor Agency invest in two pooled funds: the Local Agency Investment Fund (LAIF) and the California Asset Management Program (CAMP). These funds are designed to support daily operational needs and provide flexibility during periods of economic uncertainty. Their high liquidity ensures that both entities can meet ongoing cash flow demands.

At the end of May, the City's LAIF balance totaled $128,075,321, an increase of $10,000,000 from the prior month due to deposits made from General Fund. The Successor Agency's LAIF balance was $4,067,226, no changes from the prior month.

The City's CAMP balance at the end of May was $54,946,995, compared to $54,772,251 in April. The increase is due to interest earned during the month.

The interest rates presented reflect the most current rates available as of the date of this report. As of May 31, 2026, LAIF and CAMP were earning 3.810 percent and 3.76 percent, respectively. At the end of April, the rates were 3.811 percent for LAIF and 3.78 percent for CAMP. One year ago, LAIF and CAMP rates were 4.272 percent and 4.42 percent, respectively.



The chart above shows the LAIF and CAMP average monthly yields from August 2025 through May 2026. Both investment pools experienced a gradual decline in yields during this period, reflecting the overall interest rate environment. CAMP initially provided higher yields than LAIF; however, beginning around December 2025, LAIF yields slightly exceeded CAMP yields and remained relatively more stable through May 2026. CAMP, on the other hand, appeared more sensitive to market fluctuations during this period.

<u>Diversity</u>

The Finance Division seeks to maintain a well-diversified investment portfolio in order to minimize exposure to risks associated with any single security type or financial institution.

The City and Successor Agency portfolios remain appropriately diversified in accordance with the Investment Policy. The accompanying monthly reports detail all investments held by both entities, including current book values as of May 31, 2026.

Based on current projections, both the City and the Successor Agency have sufficient funds to meet anticipated expenditure requirements over the next six months. The Finance Division will continue to closely monitor economic conditions and assess their potential impact on interest rates and overall portfolio performance.

Attached are summaries of the investments in the City and Successor Agency's books as of May 31, 2026.

FISCAL IMPACT

$0; There is no fiscal impact associated with the recommended action for this report.

STRATEGIC PLAN

Goal II: Ensure long-term fiscal health of the City and maintain funding for services.

B. Manage resources, costs, and liabilities to ensure the City's long-term fiscal health.

C. Involve and expand engagement to enhance public oversight and transparency.

Prepared by:	Janelle Samson, Deputy City Manager
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Rpt. Monthly Investment Report May 2026

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
MAY 31, 2026

CITY OF PALMDALE INVESTMENTS

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT/ INSTITUTION	INTEREST RATE	PAR AMOUNT	PURCHASE AMOUNT	INVESTED AMOUNT
U.S. TREASURY SECURITIES				Yield			
01-03-24	12-31-26	CITY	912828YX2 U.S. Treasury Note	0.04	$ 5,000,000.00	$ 4,696,880.23	$ 4,848,850.00
01-03-24	06-30-27	CITY	91282CEW7 U.S. Treasury Note	0.04	5,000,000.00	4,897,630.28	4,954,900.00
01-03-24	09-30-27	CITY	91282CFM8 U.S. Treasury Note	0.04	2,500,000.00	2,523,771.66	2,522,450.00
01-08-24	06-15-26	CITY	91282CHH7 U.S. Treasury Note	0.04	5,000,000.00	5,001,760.94	5,006,000.00
12-18-24	09-30-29	CITY	91282CFL0 U.S. Treasury Note	0.39	5,000,000.00	4,977,094.45	5,022,250.00
12-18-24	10-31-29	CITY	91282CFT3 U.S. Treasury Note	0.40	5,000,000.00	4,988,321.47	5,047,050.00
12-18-24	11-30-29	CITY	91282CFY2 U.S. Treasury Note	0.39	5,000,000.00	4,942,086.29	5,021,300.00
01-02-25	12-31-29	CITY	91282CGB1 U.S. Treasury Note	0.39	3,000,000.00	2,949,835.02	3,012,300.00
11-17-25	09-30-30	CITY	91282CPA3 U.S. Treasury Note	3.63	3,000,000.00	3,015,470.91	3,001,130.25
01-23-26	06-30-29	CITY	91282CEV9 US Treasury Note	3.25	1,000,000.00	985,312.50	985,312.50
01-23-26	02-28-30	CITY	91282CGQ8 US Treasury Note	4.00	1,000,000.00	1,008,750.00	1,008,750.00
01-23-26	12-31-30	CITY	91282CJQ5 US Treasury Note	3.75	1,000,000.00	995,937.50	995,937.50
03-05-26	11-15-28	CITY	91282CPK1 US Treasury Note	3.50	2,000,000.00	1,997,812.50	1,997,812.50
03-16-26	04-15-28	CITY	91282CMW8 US Treasury Note	3.75	2,000,000.00	2,001,875.00	2,001,875.00
05-05-26	05-15-28	CITY	91282CND9 U.S. Treasury Note	3.75	2,000,000.00	1,993,750.00	1,993,750.00
05-05-26	10-15-28	CITY	91282CPC9 U.S. Treasury Note	3.50	2,000,000.00	1,980,312.50	1,980,312.50
			TOTAL U.S. TREASURY SECURITIES		$ 49,500,000.00	$ 48,956,601.25	$ 49,399,980.25
GOVERNMENT AGENCY PAPER							
12-21-21	12-22-26	CITY	3133ENJC5 Federal Farm Credit	1.29	5,000,000.00	5,000,000.00	4,814,666.55
06-24-22	02-26-27	CITY	3130AL5A8 Federal Home Loan Note	3.33	5,000,000.00	4,479,000.00	4,758,477.85
08-17-22	10-27-26	CITY	3134GW4C7 Freddie Mac	0.80	5,000,000.00	4,539,500.00	4,800,207.95
01-06-23	02-25-27	CITY	3130AQRH8 Federal Home Loan Note	4.38	5,000,000.00	4,590,638.89	4,843,987.40
01-06-23	04-19-27	CITY	3130ARHJ3 Federal Home Loan Note	4.38	5,000,000.00	4,801,354.86	4,925,508.20
08-08-24	08-14-29	CITY	3134HADY6 Freddie Mac Domestic	4.00	4,000,000.00	3,946,000.00	3,971,348.28
12-03-24	12-04-29	CITY	3130B3XP3 Federal Home Loan	4.50	1,000,000.00	1,000,000.00	998,973.31
12-04-24	12-02-27	CITY	3133ERE23 Federal Farm Credit	4.32	1,000,000.00	1,000,000.00	1,003,072.14
01-27-25	07-27-27	CITY	3130B4RC7 Federal Home Loan Bank	4.50	3,000,000.00	3,000,000.00	3,019,381.53
01-28-25	07-21-27	CITY	3130B4QA2 Federal Home Loan Bank	4.55	3,000,000.00	3,000,000.00	3,003,732.24
06-27-25	04-30-29	CITY	3136GAGW3 Fannie Mae	4.75	5,000,000.00	5,000,000.00	4,993,056.90
09-08-25	10-08-27	CITY	3135G05Y5 Fannie Mae NTS	3.31	2,000,000.00	1,897,625.25	1,897,625.25
09-17-25	09-15-28	CITY	3133ETXV4 Federal Farm Credit Bond	3.83	1,400,000.00	1,402,403.14	1,400,000.00
11-17-25	11-06-30	CITY	3130B8BF8 Federal Home Loan	3.95	830,000.00	833,082.01	832,080.25
01-06-26	06-26-30	CITY	3133ET5K9 Federal Farm Credit Bank	4.07	3,000,000.00	2,998,500.00	2,998,500.00
01-06-26	01-06-31	CITY	3136GCCY9 Fannie Mae	4.00	4,000,000.00	4,000,000.00	4,000,000.00
03-05-26	03-05-29	CITY	3133EWFX3 Federal Farm Credit	3.70	2,000,000.00	1,997,000.00	1,997,000.00
03-10-26	09-10-29	CITY	3130B9RD4 Federal Home Loan	4.00	2,000,000.00	2,000,000.00	2,000,000.00
03-10-26	03-10-31	CITY	3134HCXZ7 Freddie Mac	3.70	2,000,000.00	1,988,000.00	1,988,000.00
03-17-26	03-14-28	CITY	3130B9WM8 Federal Home Loan	4.00	2,500,000.00	2,500,000.00	2,500,000.00
03-31-26	02-26-29	CITY	3134HCE96 Freddie Mac	4.21	1,500,000.00	1,500,000.00	1,500,000.00
04-14-26	04-14-31	CITY	3130BA4X2 Federal Home Loan	4.75	1,520,000.00	1,520,000.00	1,520,000.00
04-22-26	04-30-29	CITY	3133EWMX5 Federal Farm Credit	4.03	2,000,000.00	2,000,000.00	2,000,000.00
04-30-26	04-23-31	CITY	3130BAGD3 Federal Home Loan	4.20	2,000,000.00	2,000,000.00	2,000,000.00
05-12-26	11-12-30	CITY	3133EWPC8 Federal Farm Credit	4.30	2,000,000.00	2,000,000.00	2,000,000.00
05-28-26	05-25-29	CITY	3134HCV48 Freddie Mac	4.25	2,000,000.00	2,000,000.00	2,000,000.00
			TOTAL GOVERNMENT AGENCY PAPER		$ 72,750,000.00	$ 70,993,104.15	$ 71,765,617.85

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
MAY 31, 2026

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT/ INSTITUTION	INTEREST RATE	PAR AMOUNT	PURCHASE AMOUNT	INVESTED AMOUNT
CERTIFICATES OF DEPOSIT							
01-04-24	06-15-26	CITY	05580A4Y7 BMW Bank of NA	4.03	$ 240,000.00	$ 243,434.40	$ 241,276.80
01-04-24	12-28-28	CITY	09582YAV4 Blue Ridge Bank	4.09	240,000.00	240,948.00	241,135.20
06-11-24	06-11-26	CITY	38150VUZ0 Goldman Sachs Bank	5.05	245,000.00	245,033.90	247,179.52
06-13-24	06-13-29	CITY	89235MPP0 Toyota Financial SGS	4.65	245,000.00	245,000.00	250,250.86
06-14-24	06-15-26	CITY	34520LBC6 Forbright Bank	5.05	245,000.00	245,000.00	247,279.55
06-14-24	06-14-28	CITY	307811KA6 Farmers & Merchs Bank	5.00	245,000.00	245,000.00	246,517.02
06-17-24	06-17-26	CITY	8562855V9 State Bank of India	5.10	245,000.00	245,000.00	247,345.31
06-20-24	06-22-26	CITY	06051XER9 Bank of America NA	5.05	245,000.00	245,000.00	247,339.38
06-21-24	06-22-26	CITY	35634MAE1 Freedom Bank/Maywood NJ	5.05	245,000.00	245,000.00	247,339.60
01-14-26	01-14-31	CITY	46659CSR2 JP Morgan Chase Bank NA	4.00	250,000.00	250,000.00	250,000.00
02-13-26	02-14-28	CITY	178180HL2 City National Bank Beverly Hills	3.85	250,000.00	250,000.00	250,000.00
02-20-26	02-20-29	CITY	33622PAP8 First Security Bank	3.90	250,000.00	250,000.00	250,000.00
03-05-26	02-25-30	CITY	61778EQC8 Morgan Stanley	3.95	250,000.00	250,000.00	250,000.00
03-11-26	03-12-29	CITY	61776N2D4 Morgan Stanley	3.80	250,000.00	250,000.00	250,000.00
			TOTAL CERTIFICATES OF DEPOSIT		$ 3,445,000.00	$ 3,449,416.30	$ 3,465,663.24
CORPORATE BONDS							
01-04-24	07-27-26	CITY	61761J3R8 Morgan Stanley	4.70	$ 500,000.00	$ 481,185.25	$ 493,730.00
01-04-24	06-15-26	CITY	46625HRS1 JPMorgan Chase & CO	4.52	500,000.00	484,840.25	495,185.00
01-04-24	03-02-28	CITY	718172CE7 Philip Morris Intl Inc	4.49	500,000.00	474,395.25	487,000.00
01-04-24	04-01-27	CITY	808513BW4 Charles Schaw Corp	4.68	500,000.00	479,390.25	492,985.00
01-09-24	06-02-26	CITY	11271LAA0 Brookfield Fin Inc	5.13	500,000.00	490,115.25	498,735.00
01-09-24	07-09-27	CITY	22550L2K6 Crdit Suisse New York	4.92	500,000.00	500,910.25	507,650.00
01-09-24	08-15-28	CITY	797440CE2 San Diego G & E	4.49	500,000.00	509,340.25	510,425.00
01-09-24	07-01-27	CITY	75973QAA5 Reneissance Financial	5.01	500,000.00	475,470.25	492,385.00
08-27-24	02-01-29	CITY	06406RBN6 Bank of NY Mellon Corp	4.20	656,000.00	663,116.29	660,965.92
08-27-25	07-26-29	CITY	06406RBK2 Bank of Melon Corp	4.09	1,000,000.00	1,021,952.92	1,021,952.92
08-27-25	08-09-29	CITY	89236TMK8 Toyota Motor Crdt Corp	4.03	500,000.00	510,587.75	510,587.75
08-27-25	05-13-30	CITY	91324PDX7 United Health Group Inc	4.15	1,000,000.00	914,211.92	914,211.92
01-06-26	11-15-30	CITY	30303MAB8 Meta Platforms Inc Global	4.20	1,500,000.00	1,510,500.00	1,510,500.00
01-06-26	05-06-30	CITY	46647PBD7 JPMorgan Chase & Co	3.70	1,500,000.00	1,482,990.00	1,482,990.00
01-23-26	04-13-29	CITY	023135CG9 Amazon.com Inc	3.45	1,000,000.00	988,500.00	988,500.00
01-23-26	01-23-30	CITY	6174468G7 Morgan Stanley MTN	4.43	1,000,000.00	1,007,000.00	1,007,000.00
01-23-26	01-10-31	CITY	89236TPH2 Toyota Motor Credit Corp	4.20	1,000,000.00	998,300.00	998,300.00
02-12-26	02-12-31	CITY	95004HBB3 Wells Fargo Bank	4.15	2,000,000.00	2,000,000.00	2,000,000.00
02-23-26	02-23-29	CITY	06055JQF9 Bank of America Corp	4.05	2,000,000.00	2,000,000.00	2,000,000.00
03-05-26	11-20-30	CITY	023135CT1 Amazon.com Inc Global	4.10	1,500,000.00	1,510,500.00	1,510,500.00
03-05-26	02-15-31	CITY	02079KBK2 Alphabet Inc Global	4.10	1,000,000.00	1,006,000.00	1,006,000.00
03-05-26	03-21-29	CITY	59217GEZ8 Met Life Glob Funding	3.30	1,500,000.00	1,468,500.00	1,468,500.00
03-12-26	03-12-31	CITY	38151GAJ0 Goldman Sachs Bank	4.10	2,000,000.00	2,000,000.00	2,000,000.00
03-16-26	03-13-31	CITY	023135DD5 Amazon.com Inc Global	4.25	1,500,000.00	1,495,155.00	1,495,155.00
03-16-26	03-13-29	CITY	89236TPQ2 Toyota Motor Credit	4.05	1,000,000.00	997,600.00	997,600.00
04-23-26	05-07-30	CITY	57629TBX4 Massmutual Global	4.55	1,500,000.00	1,507,200.00	1,507,200.00
04-23-26	07-25-28	CITY	64952WFP3 New York Life Global	4.15	1,500,000.00	1,501,050.00	1,501,050.00
05-12-26	05-12-31	CITY	46660NBS1 JP Morgan Chase	4.88	2,000,000.00	2,000,000.00	2,000,000.00
			TOTAL CORPORATE BONDS		$ 30,656,000.00	$ 30,478,810.88	$ 30,559,108.51
STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT FUND							
09-01-84	n/a	CITY	98-19-620	3.83	$ 72,373,759.29	$ 72,373,759.29	$ 72,373,759.29
9-19-2024	n/a	PFA	40-19-078	3.83	36,500,000.00	36,500,000.00	41,001,040.71
9-28-2021	n/a	ARPA	19-19-004	3.83	14,700,521.41	14,700,521.41	14,700,521.41
			TOTAL LAIF ACCOUNTS		$ 123,574,280.70	$ 123,574,280.70	$ 128,075,321.41
CAMP- CALIFORNIA ASSET MANAGEMENT PROGRAM							
6080-01	n/a	CITY	6080-01	3.80	$ 54,946,994.93	$ 54,946,994.93	$ 54,946,994.93
			TOTAL CAMP ACCOUNTS		$ 54,946,994.93	$ 54,946,994.93	$ 54,946,994.93

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
MAY 31, 2026

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT/ INSTITUTION	INTEREST RATE	PAR AMOUNT	PURCHASE AMOUNT	INVESTED AMOUNT
UBS FINANCIAL SERVICES							
n/a	n/a	CITY		0.00	$ 0.29	$ 0.29	$ 0.29
			TOTAL UBS FINANCIAL SERVICES ACCOUNTS		$ 0.29	$ 0.29	$ 0.29
			TOTAL CITY INVESTMENTS		$ 334,872,275.92	$ 332,399,208.50	$ 338,212,686.48
			LIBRARY INVESTMENTS				
STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT FUND							
11-20-84	n/a	LIBRARY	16-19-012	3.83			$ 14,368.06
			TOTAL LIBRARY INVESTMENTS				$ 14,368.06
			FISCAL AGENT CASH				
SIERRA GATEWAY COMMUNITY FACILITIES DISTRICT 91-1							
Fiscal Agent: U.S. Bank National Association (fka First Trust)							
05-10-95	n/a	BOND	95421220	0.35			$ 124.59
05-10-95	n/a	IMPROVEMENT	95421222	0.10			181,077.43
			TOTAL SIERRA GATEWAY COMMUNITY FACILITIES DISTRICT 91-1				$ 181,202.02
BOND PROCEEDS							
RITTER RANCH COMMUNITY FACILITIES DISTRICT 93-1							
Fiscal Agent: U.S. Bank National Association (fka First Trust)							
04-06-95	n/a	RESERVE-SEN	95420880	n/a			$ 14.37
04-06-95	n/a	IMPV-ACQUI	95420884	0.01			3,014,041.74
04-06-95	n/a	BOND	95420887	0.15			0.15
			TOTAL RITTER RANCH COMMUNITY FACILITIES DISTRICT 93-1				$ 3,014,056.26
BOND PROCEEDS							
ANAVERDE COMMUNITY FACILITIES DISTRICT 2003-1							
Fiscal Agent: U.S. Bank National Association (fka First Trust)							
08-01-19	n/a	SP TAX - B BOND	242969000	0.00			$ 111.07
08-01-19	n/a	RESERVE	242969003	0.00			722,956.72
08-01-19	n/a	SP TAX - REFNDING BOND	242969004	0.01			15,152.27
			TOTAL ANAVERDE COMMUNITY FACILITIES DISTRICT 2003-1				$ 738,220.06
BOND PROCEEDS							
2005 $7.2M COMMUNITY FACILITIES DISTRICT 05-1 (TRADE AND COMMERCE CENTER) REFUNDED 2021							
Fiscal Agent: U.S. Bank National Association (fka First Trust)							
	n/a	SPEC TRB SER A/B	251009000	0.01			$ 11,495.79
	n/a	RESERVE FUND	251009001	0.01			643,980.00
			TOTAL 2005 $7.2M COMMUNITY FACILITIES DISTRICT 05-1 (TRADE AND COMMERCE CENTER) REFUNDED 2021				$ 655,475.79

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
MAY 31, 2026

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT/ INSTITUTION	INTEREST RATE	PAR AMOUNT	PURCHASE AMOUNT	INVESTED AMOUNT
BOND PROCEEDS							
2006-1 GODDE HILL ESTATE SEWER IMPROVEMENTS LOIB							
Fiscal Agent: U.S. Bank National Association (fka First Trust)							
11-08-06	n/a	REDEMPTION FUND	106844000	0.01			$ 16,949.39
11-08-06	n/a	ADM EXP	106844002	0.01			1,863.32
11-08-06	n/a	RESERVE FUND	106844003	0.01			81,159.56
			TOTAL 2006-1 GODDE HILL ESTATE SEWER IMPROVEMENTS LOIB				$ 99,972.27
2015 HA DEBT SERVICE RESERVE							
Fiscal Agent: Bank of America							
11-19-15	n/a	DEBT SVC RESERVE	1257964992	0.08			$ 41,301.73
			TOTAL 2015 HA DEBT SERVICE RESERVE				$ 41,301.73
PARS RESTRICTED CASH FOR PENSION STABILIZATION TRUST FUND							
05-23-18	n/a	CITY	104790895775 Pub. Agency Retirement Svcs.	2.60			$ 13,713,191.00
			TOTAL PARS PENSION TRUST FUND				$ 13,713,191.00
BOND PROCEEDS							
2015 HA $4.3M MULTIFAMILY HOUSING REVENUE BONDS							
Fiscal Agent: U.S. Bank National Association (fka First Trust)							
09-03-15	n/a	BOND FUND	277067000	0.00			$ 200,339.61
09-03-15	n/a	INTEREST ACCT	277067001	0.01			14.01
09-03-15	n/a	BOND RESERVE	277067003	0.00			281,021.96
09-03-15	n/a	REPAIR & REPLACE FUND	277067004	0.00			1,471,478.42
			TOTAL 2015 HA $4.3M MULTIFAMILY HOUSING REVENUE BONDS				$ 1,952,854.00
BOND PROCEEDS							
2017 PFA $17.4M LEASE REVENUE BONDS							
Fiscal Agent: U.S. Bank National Association (fka First Trust)							
04-05-17	n/a	REVENUE FUND	271128000	0.00			$ 0.56
04-05-17	n/a	REVENUE REFUNDING BOND	271128001	n/a			0.09
04-05-17	n/a	REVENUE REFUNDING BOND	271128002				0.31
			TOTAL 2017 PFA $17.4M LEASE REVENUE BONDS				$ 0.96
BOND PROCEEDS							
2023 A&B SERIES ACQUISITION & CONSTRUCTION REVENUE BOND PFA							
Fiscal Agent: U.S. Bank National Association (fka First Trust)							
11-30-23	n/a	REVENUE FUND	248041000				$ 15,003.32
11-30-23	n/a	INTEREST	248041001				1,042,109.76
11-30-23	n/a	PRINCIPAL	248041002				705,000.51
11-30-23	n/a	REVENUE FUND	248041004				13.54
11-30-23	n/a	INTEREST	248041007				437,916.25
11-30-23	n/a	REVENUE FUND	248041008				4,800,520.40
			TOTAL 2023 A&B SERIES B ACQUISITION & CONSTRUCTION REV BOND				$ 7,000,563.78
			GRAND TOTAL - FISCAL AGENT CASH				$ 27,396,837.87

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
MAY 31, 2026

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT/ INSTITUTION	INTEREST RATE	PAR AMOUNT	PURCHASE AMOUNT	INVESTED AMOUNT
			SUMMARY OF CASH AND INVESTMENTS				
Cash on Hand							$ 17,532,333
Pooled Cash Investments							
City:			325,818,226				
Insur Fund:			12,394,460				$ 338,212,686
Library Investments							14,368
Subtotal							$ 355,759,387
City/AD/CFD/PCA/PFA/HA Fiscal Agent Cash							$ 27,396,838
Grand total							$ 383,156,225

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
MAY 31, 2026

POOLED CASH - LOCAL AGENCY INVESTMENT FUND (LAIF), CALIFORNIA ASSET MANAGEMENT PROGRAM (CAMP), & UBS FINANCIAL SERVICES

TRANSACTION DATE	DEPOSIT	WITHDRAWAL	INTEREST RECEIVED	BALANCE
LAIF - CITY ACCOUNT 98-19-620				
Beginning Balance				$ 62,373,759.29
05-05-26			$ 10,000,000.00	
Subtotal	$ -	$ -	$ 10,000,000.00	72,373,759.29
LAIF - PFA ACCOUNT 40-19-078				
Beginning Balance				$ 41,001,040.71
Subtotal	$ -	$ -	$ -	$ 41,001,040.71
LAIF - LIBRARY ACCOUNT 16-19-012				
Beginning Balance				$ 14,368.06
Subtotal	$ -	$ -	$ -	$ 14,368.06
LAIF - ARPA ACCOUNT 19-19-004				
Beginning Balance				$ 14,700,521.41
Subtotal	$ -	$ -	$ -	$ 14,700,521.41
CAMP				
Beginning Balance				$ 54,772,250.66
05-31-26			$ 174,744.27	
Subtotal	$ -	$ -	$ 174,744.27	$ 54,946,994.93
UBS Financial Services				
Beginning Balance				$ 4,106,419.45
05-31-26			$ 58,395.85	
05-31-26		$ (4,164,815.01)		
Subtotal	$ -	$ (4,164,815.01)	$ 58,395.85	$ 0.29
Total	$ -	$ (4,164,815.01)	$ 10,233,140.12	$ 183,036,684.69

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
MAY 31, 2026

POOLED CASH - INVESTMENTS MATURED OR CALLED

TN = US Treasury
FP = Federal Paper
CD = Certificate of Deposit
C = Call
M = Maturity
CB = Corporate Bonds

ISSUER	PURCHASE DATE	MATURITY DATE		FACE VALUE REDEEMED	INTEREST RECEIVED	NET FUNDS	INVESTED AMOUNT	GAIN/ (LOSS)
3133ERCX7 Federal Farm Credit	05-03-24	05-01-28	FP	$ 5,000,000.00	$ 129,250.00	$ 5,129,250.00	$ 5,022,317.60	$ (22,317.60)
				$ 5,000,000.00	$ 129,250.00	$ 5,129,250.00	$ 5,022,317.60	$ (22,317.60)

Total Number of Transactions:

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
MAY 31, 2026

POOLED CASH - INVESTMENTS PURCHASED

TN = US Treasury
FP = Federal Paper
CD = Certificate of Deposit
CB = Corporate Bonds

ISSUER	PURCHASE DATE	MATURITY DATE		FACE VALUE	PREMIUM / (DISCOUNT)	PURCHASE PRICE	ACCRUED INTEREST PURCHASED	NET PURCHASE	Yield
91282CND9 U.S. Treasury Note	05-05-26	05-15-28	TN	$ 2,000,000.00	$ 6,250.00	$ 1,993,750.00	$ 35,635.36	$ 2,029,385.36	3.75
91282CPC9 U.S. Treasury Note	05-05-26	10-15-28	TN	2,000,000.00	19,687.50	1,980,312.50	4,016.39	1,984,328.89	3.50
3133EWPC8 Federal Farm Credit	05-12-26	11-12-30	FP	2,000,000.00	-	2,000,000.00	-	2,000,000.00	4.30
46660NBS1 JP Morgan Chase	05-12-26	05-12-31	CB	2,000,000.00	-	2,000,000.00	-	2,000,000.00	4.88
3134HCV48 Freddie Mac	05-28-26	05-25-29	FP	2,000,000.00	-	2,000,000.00	-	2,000,000.00	4.25
				$ 10,000,000.00	$ 25,937.50	$ 9,974,062.50	$ 39,651.75	$ 10,013,714.25	

Total Number of Transactions:

SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
May 31, 2026

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT/ INSTITUTION	INTEREST RATE	INVESTED AMOUNT	TOTAL
LAIF - SA ACCOUNT 65-19-035						
09-01-84	n/a	SA Account	65-19-035	3.83	$ 4,067,226.00	
						$ 4,067,226.00
			FISCAL AGENT CASH			
BOND PROCEEDS						
CRA - 2002 Sub Lien Tax Allocation Bonds $5.3M ($5,329,748.25)						
Fiscal Agent: U.S. Bank National Association						
08-20-02	n/a	Reserve Fund	94460700	2.54	$ 536,566.01	
08-20-02	n/a	Interest Acct	94460701	0.04	21,979.79	
08-20-02	n/a	Principal Acct	94460702	0.04	83.09	
TOTAL CRA - 2002 Sub Lien Tax Allocation Bonds $5.3M ($5,329,748.25)						$ 558,628.89
BOND PROCEEDS						
2016 SA $31.5M Tax Allocation Refunding Bonds Series A						
Fiscal Agent: U.S. Bank National Association (fka First Trust)						
04-26-16	n/a	Debt Service	245113000	0.00	$ 0.89	
TOTAL 2016 SA $31.5M Tax Allocation Refunding Bonds Series A						$ 0.89
BOND PROCEEDS						
2016 SA $31.5M Tax Allocation Refunding Bonds Series B						
Fiscal Agent: U.S. Bank National Association (fka First Trust)						
4/26/2016	n/a	Debt Service	269424000	0.00	$ 0.52	
TOTAL 2016 SA $31.5M Tax Allocation Refunding Bonds Series B						$ 0.52
GRAND TOTAL - FISCAL AGENT CASH						$ 558,630.30

SUMMARY OF CASH AND INVESTMENTS

Cash on Hand	$ 10,013,047
Pooled Cash Investments	4,067,226
Successor Agency Fiscal Agent Cash	558,630
Grand total	$ 14,638,903

SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
May 31, 2026

POOLED CASH - STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT FUND (LAIF)

TRANSACTION DATE	DEPOSIT	WITHDRAWAL	INTEREST RECEIVED	BALANCE
LAIF - SA ACCOUNT 65-19-035				
Beginning Balance				4,067,226.00
Subtotal	$ -	$ -	$ -	$ 4,067,226.00

City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **CITY MANAGER DEPARTMENT**
COMMUNICATIONS DIVISION

DISTRICT: **ALL**

SUBJECT: **APPROVE THE SECOND AMENDMENT TO AGREEMENT NO. A-8626 WITH TRIPEPI SMITH & ASSOCIATES, INC., FOR COMPREHENSIVE MEDIA, TELECOMMUNICATIONS, SOCIAL MEDIA, COMMUNITY OUTREACH, AND RELATED COMMUNICATIONS SERVICES TO EXERCISE THE TWO ONE-YEAR EXTENSION OPTIONS, AND INCREASE THE AGREEMENT AMOUNT BY $2,614,000 FOR A TOTAL NOT-TO-EXCEED AMOUNT OF $5,552,000 FOR THE FULL FIVE-YEAR TERM THROUGH DECEMBER 2028**

RECOMMENDATION

Staff recommends that the City Council:

1. Approve the Second Amendment to Agreement No. A-8626 with Tripepi Smith & Associates, Inc. (Tripepi Smith) for comprehensive media, telecommunications, social media, community outreach, and all related or essential communications services to exercise the two one-year extension options and increase the agreement amount by $2,614,000 for a total not-to-exceed amount of $5,552,000 for the full five-year term through December 2028; and,

2. Authorize the City Manager or his designee to execute the Second Amendment to Agreement No. A-8626 with Tripepi Smith & Associates, Inc., including minimal and/or non-substantial changes.

BACKGROUND

On November 16, 2023, the City Council approved Agreement No. A-8626 with Tripepi Smith for comprehensive media, telecommunications, social media, community outreach, and related communications. The agreement was established to supplement the City's Communications Division by providing specialized support for media relations, social media management, community outreach, website content and maintenance, graphic design, video production, and other communications-related services.

The agreement provides that services are performed on a time-and-materials basis and prohibits the Consultant from performing work in excess of the authorized contract amount without prior written approval from the City.

On July 10, 2024, the City Council approved the First Amendment to Agreement No. A-8626, increasing the total not-to-exceed amount to $2,938,000 and extending the term through December 2026, with two optional one-year extensions.

The City now seeks to exercise both one-year extension options, extending the agreement through December 2028.

DISCUSSION

The Communications Division supports a wide range of Citywide communication needs, including public information, community outreach, social media, website content, graphic design, video production, media relations, and public meeting broadcasts. Meeting these needs requires flexible access to specialized communications resources that can be scaled to support changing priorities and operational demands.

Extending the agreement will allow the City to maintain continuity of service, maximize flexibility, and supplement existing staff resources. The agreement provides on-demand access to communications support for major initiatives, community events, emergency communications, council meeting video production, and other high-priority projects.

Since the agreement was established, Tripepi Smith has assisted with content development, social media management, graphic design, video production, website content updates, City Council and Planning Commission meeting broadcasts, and community outreach efforts, helping the City deliver timely and consistent information to residents and stakeholders. Tripepi Smith provides a unique mix of complete services for contract communication support services due to the scale of its team of over 70 Tripepi Smith staff.

The proposed amendment also replaces the current annual rate escalation provision, which allows an annual increase based on the greater of five percent (5%) or the National Consumer Price Index (CPI), with a fixed two percent (2%) annual increase during the extension period. The two percent (2%) annual increase would be effective on each anniversary of the agreement during the extension period, beginning December 18, 2026, and again on December 18, 2027. This change provides greater cost predictability and limits future rate growth while ensuring continued access to communications support services.

The requested increase to the agreement's not-to-exceed amount establishes spending authority only. Consistent with the agreement's time-and-materials structure, the City will pay only for authorized services actually performed.

FISCAL IMPACT

$2,614,000 total for FY2026-27 and FY2027-28; Funds for FY 2026-27 are budgeted and available in the Communications Division contract services account. Funds for subsequent years will be proposed through the annual budget process. Fees will be paid only for the services rendered.

STRATEGIC PLAN

Goal I: Maintain effective public safety and protection for life, property, and the environment.

C. Use a variety of methods to communicate timely, useful, and trusted information about city programs, services and policies.

Prepared by:	Stella Devine-Knight, Communications Manager
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Second Amendment to Agrmt No. A-8626 with Tripepi Smith and Associates, Inc.
First Amendment to Agrmt No. A-8626 with Tripepi Smith and Associates, Inc.
Agrmt No. A-8626 with Tripepi Smith and Associates, Inc.

2nd AMENDMENT TO AGREEMENT A- 8626
BETWEEN THE CITY OF PALMDALE AND TRIPEPI SMITH AND ASSOCIATES

This 2ND Amendment to Agreement No. A-8626 (“Agreement”) is made and entered into by and between the City of Palmdale (hereinafter called “CITY”) and TRIPEPI SMITH AND ASSOCIATES (hereinafter called "CONTRACTOR"). This Contract shall become effective on the date of the last signatory.

WHEREAS, on 12/18/2023 ("Original Agreement") the CITY and CONTRACTOR entered into an agreement to provide:

comprehensive media, telecommunications, social media, community outreach, and all related or essential communications services, refer to Exhibit A for more details.

WHEREAS, the parties desire to amend the Original Agreement to:

Change the terms of the agreement and increase the not to exceed the amount of the Agreement to continue services.

NOW THEREFORE, the parties agree as follows:

The CITY and CONTRACTOR are exercising the option to extend the agreement for TWO (2) additional one (1) year terms from December 18, 2026, through December 17, 2028, and;

The compensation identified in Section 9 is amended to increase the total price of the Agreement by TWO MILLION SIX HUNDRED FOURTEEN THOUSAND dollars ($2,614,000), not to exceed the amount of FIVE MILLION FIVE HUNDRED FIFTY-TWO THOUSAND dollars ($5,552,000);

Original Amount: $480,000
Amendment No. 1: $2,458,000
Amendment No 2: $2,614,000
New, Not-to-Exceed: $5,552,000

and the added language of;

Notwithstanding any contrary language in the Original Agreement, First Amendment, Exhibit A, or Consultant’s proposal, Consultant agrees that all hourly rates, retainer rates, equipment fees, and applicable service rates charged to the City during the two one-year extension terms shall increase by no more than two percent (2%) annually. The two percent (2%) annual increase shall be effective on each anniversary of the agreement during the extension period, beginning December 18, 2026, and again on December 18, 2027. This two percent (2%) annual adjustment shall replace any CPI-based adjustment, five percent (5%) annual increase, or other rate escalation otherwise provided for in the agreement documents, unless a different adjustment is expressly approved by the City Council through a future amendment.

All other terms and conditions of the Original Agreement not amended herein, remain in full force and effect.

In Witness Whereof, the parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized.

CITY OF PALMDALE:

Salvador Mendez
City Manager

Sara Gallagher
Jun 22, 2026, 11:03 AM PDT

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38300 Sierra Highway, Suite A
Palmdale, CA 93550

APPROVE AS TO FORM:

Alexandra Severino
City Attorney

ATTEST:

Rochelle Scott
City Clerk

TRIPEPI SMITH AND ASSOCIATES:

Ryder Todd Smith
Jun 23, 2026, 4:17 PM PDT

Ryder Todd Smith
President

ADDRESS FOR NOTICE:
TRIPEPI SMITH AND ASSOCIATES
PO Box 52152
Irvine, CA 92619

---------- INTERNAL USE ONLY ----------

- Certificate(s) and Endorsement(s) attached
- Confirmed business name on contract with certificate(s)
- Original contract and previous amendment(s) (if any) are attached
- Attached Agreement Checklist and met all requirements

Record of Signing

For	City of Palmdale	For	ryder@tripepismith.com
Name	Sara Gallagher	Name	Ryder Todd Smith
Title		Title	President

Sara Gallagher

Signed on Jun 22, 2026 11:03 AM PDT

Secured by Concord™
DocumentID: 033cvVkMUrpOfzcypGuNaT
SigningID: 033cvVk3IF3qhDFWf35BVo
UTC Signing time: 2026-06-22 18:03:45 UTC
IP Address: 150.195.201.178
Email: sgallagher@cityofpalmdaleca.gov

Ryder Todd Smith

Signed on Jun 23, 2026 4:17 PM PDT

Secured by Concord™
DocumentID: 033cvVkMUrpOfzcypGuNaT
SigningID: 033dcXu9GfXznXRWNbv1uj
UTC Signing time: 2026-06-23 23:17:20 UTC
IP Address: 172.58.119.249
Email: ryder@tripepismith.com

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TRIPEPI SMITH RATE SCHEDULE

The following retainer ad hoc rates show our existing agreement rates, with the subsequent proposed 2% applied for the subsequent years. All rates will follow the rate increase schedule as indicated in the existing agreement between the City of Palmdale and Tripepi Smith.

Tripepi Smith Retainer Ad Hoc Rates

	2025-26 *Current*	2026-2027 *2% Applied*	2027-2028 *2% Applied*
Principal	$309.75	$315.95	$322.26
Director	$225.75	$230.27	$234.87
Art/Creative Director	$173.25	$176.72	$180.25
Senior Business Analyst	$115.50	$117.81	$120.17
Business Analyst	$94.50	$96.39	$98.32
Junior Business Analyst	$173.25	$176.72	$180.25
Senior Videographer/Animator	$141.75	$144.59	$147.48
Senior Photographer	$94.50	$96.39	$98.32
Senior Graphic Designer	$152.25	$155.30	$158.40
Graphic Designer	$105.00	$107.10	$109.24
Junior Graphic Designer	$173.25	$176.72	$180.25
Web Developer	$173.25	$176.72	$180.25
Drone Operator	$94.50	$96.39	$98.32
Photographer	$309.75	$315.95	$322.26

All other fees, terms and conditions will follow the master agreement.

1st AMENDMENT TO AGREEMENT A-8626
BETWEEN THE CITY OF PALMDALE AND TRIPEPI SMITH & ASSOCIATES, INC.

This 1ST Amendment to Agreement No. A-8626 (“Agreement”) is made and entered into by and between the City of Palmdale (hereinafter called “CITY”) and TRIPEPI SMITH & ASSOCIATES, INC. (hereinafter called "CONSULTANT"). This Contract shall become effective on the date of the last signatory.

WHEREAS, on 12/18/2023 ("Original Agreement") the CITY and CONSULTANT entered into an agreement to provide:

Refer to Exhibit A, Item 1 attached.

WHEREAS, the parties desire to amend the Original Agreement to:

Change the terms of the agreement and increase the not to exceed the amount of the Agreement to continue services.

NOW THEREFORE, the parties agree as follows:

The title identified as "Section 4 Commencement and Completion of Work" is amended to "Section 4 Contract Term" and shall now read:

The term of this contract is TWO (2) YEARS, with CITY reserving the option to extend the agreement for TWO (2) additional terms of one year each, commencing on the first day after the initial 365-day term.

The compensation identified in Section 9 is amended to increase the total price of the Agreement by TWO MILLION FOUR HUNDRED FIFTY-EIGHT THOUSAND dollars ($2,458,000), not to exceed the amount of TWO MILLION NINE HUNDRED THIRTY-EIGHT THOUSAND dollars ($2,938,000) and the added language of:

"CONTRACTOR will use its "Retainer Rates" noted in the November 2023 proposal (included as Exhibit A, Attachment 1 to the original agreement A-8626) for all billable hours with the CITY starting July 1, 2024. CITY commits to spend at least $7,000 a month on services with Tripepi Smith in exchange for access to Retainer Rates starting July 1, 2024. All other terms related to ad hoc compensation remain in effect."

All other terms and conditions of the Original Agreement not amended herein, remain in full force and effect.

In Witness Whereof, the parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized.

CITY OF PALMDALE:

Ronda Perez

Signed: 8/7/2024

Ronda Perez
City Manager

NL

Signed: 8/7/2024

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38300 Sierra Highway, Suite A
Palmdale, CA 93550

TRIPEPI SMITH & ASSOCIATES, INC.:

Ryder Todd Smith

Signed: 8/7/2024

Ryder Todd Smith
President

ADDRESS FOR NOTICE:
TRIPEPI SMITH & ASSOCIATES, INC.
PO Box 52152
Irvine, CA 92619

APPROVE AS TO FORM:

William Patrick Curley III

Signed: 8/7/2024

William P. Curley, III
City Attorney

ATTEST:

Roxanne Faber

Signed: 8/7/2024

Roxanne Faber
City Clerk

---------- INTERNAL USE ONLY ----------

- Certificate(s) and Endorsement(s) attached
- Confirmed business name on contract with certificate(s)
- Original contract and previous amendment(s) (if any) are attached
- Attached Agreement Checklist and met all requirements

Record of Signing

For
Name
Title

NL

Signed on 2024-08-07 00:01:06 GMT

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DocumentID: 02xKd2hofiZJww3iHcZt1K
SigningID: 02xKd2hoZfr5C6GsjJYYOm
Signing date: 8/7/2024
IP Address: 206.171.111.149
Email: nlopez@cityofpalmdale.org

For
Name
Title

Ryder Todd Smith

Signed on 2024-08-07 00:03:33 GMT

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DocumentID: 02xKd2hofiZJww3iHcZt1K
SigningID: 02xKd6QLz8bddIoaP45VOx
Signing date: 8/7/2024
IP Address: 98.163.39.229
Email: ryder@tripepismith.com

For
Name
Title

William Patrick Curley III

Signed on 2024-08-07 00:36:47 GMT

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DocumentID: 02xKd2hofiZJww3iHcZt1K
SigningID: 02xKdv0876IujURMSOCNxZ
Signing date: 8/7/2024
IP Address: 107.131.11.226
Email: wcurley@harperburns.com

For
Name
Title

Ronda Perez

Signed on 2024-08-07 09:04:06 GMT

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DocumentID: 02xKd2hofiZJww3iHcZt1K
SigningID: 02xKqMu17K1s7TjlOVsVTL
Signing date: 8/7/2024
IP Address: 47.143.212.37
Email: rperez@cityofpalmdale.org

For
Name
Title

Roxanne Faber

Signed on 2024-08-07 18:14:29 GMT

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SigningID: 02xL3sLc29yw6v7TXgzyG1
Signing date: 8/7/2024
IP Address: 206.171.111.149
Email: rfaber@cityofpalmdale.org

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TRIPEPI SMITH
marketing • technology • public affairs

COMMUNICATION SUPPORT SERVICES

Proposal submitted to: City of Palmdale

Submitted: November 13, 2023

Ryder Todd Smith, Co-founder & President

Melanie James, Senior Business Analyst

VALID FOR 60-DAYS

SINGLE SOURCE COMMUNICATIONS

866.TSCOMMS1 Info@TripepiSmith.com PO Box 52152, Irvine, CA 92619-2152

TripepiSmith.com

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COVER LETTER

Thank you for the opportunity to talk to you about how Tripepi Smith can help the CItydelvier on range of communications needs. We're excited to get started quickly.

This proposal describes Tripepi Smith as a communications firm that lives right where public agencies and messaging overlap. It will also present our approach to the developing the Strategic Plan and present our cost structure. Whether it is cities, counties, special districts, associations or private sector partners, Tripepi Smith has a strong record of collaboration in California and beyond. This work includes writing, communications, design, videography, marketing, business development and other related services.

Samples previously provided to the City are viewable at:
www.TripepiSmith.com/PalmdaleFilm

The Tripepi Smith Advantage

Tripepi Smith is unique: our mix of creative prowess and policy competency is rare. This means we offer "single source communications"— able to apply the breadth of insight and skills to make every deliverable meaningful, engaging and effective.

We want to work with Palmdale Film Bureau to fulfill its vision for the Strategic Plan. We understand that this proposal is preliminary, pending actual planning with key stakeholders. Tripepi Smith's price proposal is valid for sixty (60) days after submission.

I sincerely hope we can be your partner and look forward to working with your team.

Ryder Todd Smith, Co-Founder & President, Tripepi Smith
ryder@tripepismith.com • (626) 536-2173
PO Box 52152, Irvine, CA 92619
Ryder is the contact person for the proposal evaluation period.

SINGLE SOURCE COMMUNICATIONS

An Overview of Tripepi Smith

Most important: we understand local government. Tripepi Smith combines creative thinking with a deep awareness of how communications drive positive impact on communities. As a firm, we are committed to **#ABL—"always be learning."** This means that we never stop adding ways we support the local government sector and sharing that knowledge amongst our team. Since our founding in 2000, we have expanded what we do, becoming a single source for various communication and creative needs. Tripepi Smith fosters an atmosphere of cross-pollination in which civic insight, creative thinking and practical expertise all combine to make us who we are.

Service Areas

To learn more about our services, visit www.TripepiSmith.com/Services

Who We Are

The Co-Founders: Nicole Smith & Ryder Todd Smith

CFO Nicole Tripepi Smith is a second-generation civic-affairs professional (her father was a city manager for 28 years). President Ryder Todd Smith brings over two decades of public agency marketing and communications experience to the table.

The Team

Tripepi Smith's growing team of communications experts offers the right professionals for any job—and ensures we are nimble, responsive and cost effective. Experienced principals, directors and analysts drive strategy and mold messaging. Public affairs experts and policy wonks manage communication solutions for a large list of clients. Creative professionals fashion compelling branding, websites, print and digital design, social media, photography and video.

THE RESULT:
We have an ability to tell a complete story across mediums all within our one team.

General Approach

Tripepi Smith sets small teams for client engagements. Although we are large enough to offer overlapping coverage, a small primary team is still most efficient and gets to know the client best. At the start of every design project, we identify the goal, platform, budget and intended messaging. This allows us to bring aboard the right expertise and creative professionals. Our firm offers services that address not only traditional media such as print, websites, logo design and advertising, but also non-traditional marketing services around email campaigns, social media, blogging, SEO, video production and more. This integrated approach to content development makes the process more efficient and effective for clients.

We strive to breathe life into communications, and we work to strengthen client brands because we know that consistent branding builds trust and helps audiences engage and understand more. We believe in the power of design, and we believe that designing for the public is powerful. But we also know that good design is all for naught if implementation is sloppy, so we are highly detail oriented when it comes to the minutiae of our design process. We understand how to set complex projects, how to make PDFs accessible to assistive technology, how to drive social media engagement up and drive costs down—all while making it look great.

Content x Distribution = IMPACT

Tripepi Smith was born in the digital era and brings significant technical skills to the table. Members of our team carry technical certifications in Hootsuite Social Media Marketing, Facebook Blueprint, Google Advertising, Google Analytics and Twitter Flight School, among others. We take digital seriously and recognize how critical it is to not only develop great visuals and messaging, but to ensure the audiences we want to reach actually see that content. Without content distribution there is no IMPACT.

Tripepi Smith Testimonial

"We've turned to Tripepi Smith for support on a number of communications projects over the past four years, and Ryder and his team have always delivered high-quality work.

Tripepi Smith's graphic design skills are excellent and reflect a familiarity with local government that is important to the design process."

Brian Babcock
Communications Officer
City of Cupertino (as of 2022: City of Mountain View)

PROJECT PLAN

1. Monthly Metrics

Tripepi Smith believes in the power of data to inform good communications. Digital platform provide tremendous for data resources to document the efforts of the communications team to delvier on City Communications. Tripepi Smith often provides monthly metrics reports to our clients that summarize social media, website, media releases and other key metrics. The goals of these summary reports are to create accountability for the team and to highlight the work being delivered to City Staff leadership and, ultimately, the City Council if desired by the City Manager.

The monthly metrics report not only includes summary data, but also benefits from an insightful narrative provided by our team of communication experts.

The exact metrics we report are to be determined and will be scoped out in a kickoff meeting. This service is normally priced on a fixed fee basis and Tripepi Smith will review the scope and provide a fixed price to then seek authorization to deliver the report.

2. Graphic Design

Tripepi Smith recognizes the important interplay of public affairs and design. It's about presenting ideas that advance communities and public institutions. So we create materials that engage audiences and make ideas resonate. Our creative experts design across the board; we lead entire rebrands but also recognize that sometimes, you just need a postcard made. Working with various agencies everyday solidifies our designers as experts in local government messaging, so not only do they make materials look great, but they also understand how to configure content to be engaging, informative and effective.

To view samples of our work, visit www.TripepiSmith.com/Work

Tripepi Smith's creative professionals have worked with public and private clients on imagery, colors and graphic design in an array of projects. Our firm offers creative services that address not only traditional media such as print, websites, logo design and advertising but also non-traditional marketing services around email campaigns, social media, blogging, SEO, video production and more. This integrated approach to content development makes the process more efficient and more effective for clients.

Our team will collaborate with the Palmdale team to determine the most effective way to convey design requests and import design request details to ensure we can deliver efficiently for the City and Departments.

3. Cloud Webmaster

Tripepi Smith is deeply experienced in web develop and content management support. Our team has worked with the content management system for website providers like CivicPlus, Granicus, Revize, and WordPress. These team members use their general web knowledge and hands-on CMS experience to provide effortless content manage services for public agencies. Additionally, our team can leverage our in-house writing professionals to edit or write existing website copy if needed. The result is that Tripepi Smith Cloud Webmaster services can help our clients deliver on the promise of their websites.

The City has noted a need to both provide immediate content management support services for the website and to execute on audit on the existing pages to update content or correct grammar and punctuation. Tripepi Smith has proposed that we identify the 100 most commonly visited pages and prioritize the content updates on these pages first, then work through additional pages as needed.

Meanwhile, at the direction of the City, Tripepi Smith can also handle ongoing website updates to quickly modify content based on department requests. The methodology for determining the validity of these requests to ensure a secure process will need to be coordinated with the City Staff.

4. Council Chamber Video Production

Tripepi Smith is familiar with and has worked in several agencies providing council chamber video production work. Our team knows the flow council meetings, hardware platforms and general details of how to execute on chamber production.

5. Social Media Management

Tripepi Smith manages social media for dozens of public agencies and executes the work from planning the social media to monitoring comments on social media. We leverage Canva to improve visuals and are experts across the board on various social media platforms. Tripepi Smith is available to manage all social media for the City.

COST PROPOSAL

This provisional cost estimate is based on a project scope not yet fully defined. Actual costs will vary depending on the actual scope of work (including length and complexity of content, graphic assets required, rounds of revision, items produced, etc.). We are assuming that all work, excluding the Monthly Metrics Report, will be handled with time and materials billing. Tripepi Smith remains open to flexing out scope of work with the City to adjust to market changes and needs of the agency.

Service Delivery	Estimated Costs	Notes
Monthly Metrics Report	Likely $700 – $1,100 / month depending on extent of reporting, connection with Sprout Social, narrative	We can connect Sprout Social and you can also Connect the Hootsuite Tool. That will help moderate costs. The number of SM channels you wish to report on will affect metrics
Graphic Design Support	$2700 / week for about 20 hours a week of work	We are assuming work will be primarily delivered by a Junior Graphic Artist with oversight and QA from more senior resources. Note that senior reources may also do some work, but often their experience means total time is less and costs are similar.
Website Content Clean Up	$12,000 for 100 Pages	Assumes about an hour a page using our more junior resources whenever possible and elevating to a more senior resource only when needed. Also assumes modest grammar and punctuation review. Complete rewrites may add significant time on some pages.
Website Content Management	$1,200 / week	This presume about ten hours a week of content management is needed to address the queue of department requests.

Weekly Planning and Coordination Meetings	$900 / week	Meeting with TS account leaders and City communications staff to plan for the communications and review past week of activity.
Social Media Management	$1,075 / Week	Producing five social media posts a week, covering 7 days a week social media monitoring, distribution via Sprout Social enterprise account from Tripepi Smith.
Content Writing	$900 / Week	Content writing includes news stories for the City website, press releases and other 500 word short format informative stories. This assumes two per week or 8 a month.
Chamber Video Production	$630 / Meeting	Assumes one hour of travel time, one hours pre meeting QA check, one hour post meeting wind down and video deployment, plus a three-hours meeting. Estimate assumes a one person crew needed, but if two are required, we will need to adjust estimate. There will be some ramp up costs initially to cross train resources and document the entire system.

Based upon this general scope of work, we are anticipating a monthly cost estimate of $34,513. This does not include any random ad hoc work that is likely to be requested of Tripepi Smith or other ad hoc work that may arise, including: crisis communications, internal advices on special projects, internal communication assets, press conferences, media calls, special projects like ballot measure education, video production of PSA's and other video content, stock photography shoots.

Tripepi Smith ash proposed that all initial work is on a time and materials basis given the dynamic situation and potential scope adjustment. Once we have settled into work, Tripepi Smith will be happy to amend our agreement with the City to align a fixed monthly fee scope with a baseline level of work, then cover additional work on a ad hoc basis.

Tripepi Smith advises an initial not-to-exceed contract value of $480,000 which should get the contract through an initial FY if not full 12-month period. Variability is subject to the range of services requested of the firm.

RATES AND OTHER MINUTIAE

	Hourly - Standard	Hourly - Retainer
Principal	$350	$295
Director	$240	$215
Art/Creative Director	$240	$215
Senior Business Analyst	$190	$165
Business Analyst	$130	$110
Junior Business Analyst	$105	$90
Senior Videographer/Animator	$190	$165
Senior Photographer	$160	$135
Senior Graphic Designer	$175	$145
Graphic Designer	$120	$100
Junior Graphic Designer	$105	$90
Web Developer	$195	$165
Drone Operator	$195	$165
Photographer	$105	$90

Agreements

Retainer Agreements

Many Tripepi Smith clients have a fixed baseline of work they need done every month, and then they layer in time & materials work on top of that. These clients, when their retainers exceed $6,750 a month, can have access to our reduced Hourly – Retainer rates noted above for any ad-hoc work. Should we amend our scope of work to a fixed retainer arrangement in the future, this option will be available to the City.

Fixed Price Agreements

Clients may desire a well-defined project to be accomplished by Tripepi Smith. Examples can include a video or a website project or well-defined budget summary document. In these cases, Tripepi Smith can provide a fixed price alternative to the client.

Flexible Time & Materials Agreements

Tripepi Smith can build flexibility into agreements based on time & materials. In cases where Tripepi Smith provides an estimate of time and resources required (based on the hourly rate schedule shown above), we can offer terms that offset some uncertainty. Additionally, depending on the nature of the engagement or project, Tripepi Smith can provide weekly or monthly budget reports that track cost vs. estimate.

Tripepi Smith's agreed to hourly rates, retainer rates and equipment fees are subject to an annual increase of 5% or the National CPI index, whichever is greater, upon the anniversary of the contract date.

Billing

Time at Tripepi Smith is billed in 15-minute increments – i.e. we invoice our time in the following examples: 1.25, .75, 4 or 6.5 hours.

If Tripepi Smith is requested to be onsite, we will invoice for travel time at half rate of the resource's Standard Rate. Travel costs will be reimbursed when agreed upon by the client.

Tripepi Smith will invoice for our time and materials work on the last day of the month for that month's work. Invoice terms are net 30 days. If fixed price work is requested and authorized, the milestone payments will be determined via email authorization from the City.

Other Costs

Because Tripepi Smith offers a broad set of services, including extensive content production, we have some other content production-related fees that may come up during the course of our engagement that we want to tell you about.

Equipment Fees

Tripepi Smith offers some services that require equipment, such as drone operations and video production. As such, in those cases, the following rates apply:

	Half Day	Full Day
Video Equipment	$400	$600
Drone Equipment	N/A	$500

$600 for a full day of video equipment use (includes full set of video equipment). Full day is defined as a shoot lasting four (4) or more hours. $400 for a half day of video equipment use. Half day is defined as anything up to four hours of video production. All such expenses will be authorized by the organization prior to fee being assessed.

$500/day drone fee applies and is not inclusive of the drone operator time (Drone Operator rate).

Print & Advertising Fees

	Client Pays Directly	Client Reimburses TS
Print costs, digital promotion, media placement	**No Fees**	**10%**

Print Costs: Tripepi Smith is happy to use a printer of the client's choosing for print production work, or to recommend a printer with whom we have experience. Tripepi Smith typically has the printer bill the client directly for work. Tripepi Smith makes no money on print services and has no economic interest in the selected print vendor other than ensuring quality and fair pricing for our clients. If Tripepi Smith is asked to pay the bill for the client, we will apply a 10% agency fee to the reimbursement expense.

Digital Advertising: Tripepi Smith is a Google Partner and Constant Contact Solution Provider and has Facebook Certified staff. We consider digital platforms to be a cornerstone element of any outreach strategy; often this comes with digital advertising fees. Tripepi Smith typically uses a client's credit card to cover such fees, and those fees are impossible to estimate at this time without our firm being engaged in the work with the team. If a Tripepi Smith credit card is used to run the advertising campaign, then we will charge an additional 10% agency fee on all advertising charges to compensate for the administrative overhead.

Media Placement: Purchase fees for advertising media space is not included on Tripepi Smith advertising proposals. Usually, clients contract directly with media, but in the event Tripepi Smith covers these fees, then we will charge an additional 10% agency fee on all advertising charges to compensate for the administrative overhead.

Tripepi Smith Partnership Discounts

Tripepi Smith has financial interest in certain related entities. These partnerships allow Tripepi Smith to offer clients extra media reach or additional services at partner pricing. Partnerships include:

PublicCEO — www.PublicCEO.com
Digital news about public affairs, reaching over 17,000 California government executives.

Civic Business Journal — www.CivicBusinessJournal.com
Digital interest stories about the people in local government.

FlashVote — www.FlashVote.com
Planning, implementing, measuring civic surveys.

TS Talent Solutions — www.TSTalentSolutions.com
Talent search services for local government and related agencies.

Declarations

Authorization

As co-founder and president of Tripepi Smith, Ryder Todd Smith is qualified to enter into agreements and to make the statements on behalf of the firm. This proposal is valid for sixty (60) days from date of submission.

Incorporation

Founded in 2000 and incorporated in 2002 as a California S Corporation, Tripepi Smith is based in Orange County. FEIN: 73-1642614 California Business License: C2414674

Conflict of Interest Disclosure and Ethics

Tripepi Smith operates in a complex marketplace that is more political than most industries. As a result, conflicts of interest (real or perceived) can arise. The first and foremost obligation of Tripepi Smith is to outline all existing client relationships to prospects to let the prospect determine if a conflict exists. Currently, Tripepi Smith does not see any conflicts with our existing work and the proposed work. We do work with the City of Lancaster and Palmdale Water District. We also have done work in the City with the Economic Development team and the Palmdale EPIC Energy CCA.

To read more about Tripepi Smith's commitment to ethics:
www.TripepiSmith.com/About-Us/#ethics

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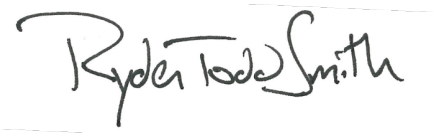
Ryder@TripepiSmith.com • (626) 536-2173
www.TripepiSmith.com



APPENDIX A: REFERENCES AND CLIENT LIST

References

City of Culver City

Shelly Wolfberg, Asst. to the City Manager

310.253.6008 • shelly.wolfberg@culvercity.org

Communications Assessment, strategy and action items, social media management, social media and media monitoring, ongoing communications support, videography, monthly metrics reporting, photography, graphic design, bi-weekly client calls and crisis communications.

City of Napa

Jaina French, Community Relations

707.258.7843 • jfrench@cityofnapa.org

Communications planning, content development, website support, graphic design, quarterly content meetings, Spanish translation, metrics reporting

City of Indian Wells

Peter Castro, Deputy City Manager

760-346-2489 • pcastro@indianwells.com

Communications planning, website support, graphic design, event staffing, editorial calendar, digital newsletter, photography, videography, program management

Some of Our Clients

Tripepi Smith has been selected to work with approximately 200 local government agencies to help with their communications. We can provide you with contacts for any of these clients if desired and are confident you will find them to be quite happy with our services.

City of Aliso Viejo
City of American Canyon
City of Azusa
City of Bellflower
City of Burlingame
City of Claremont
City of Coronado
(City of) Culver City
City of Cupertino
(City of) Daly City
City of Danville
City of Duarte
City of El Cerrito
City of Fountain Valley
City of Foster City
City of Fullerton
City of Gilroy
City of Grover Beach
City of Hawaiian Gardens
City of Huntington Beach
City of Indian Wells
City of Industry
City of Irvine
City of La Cañada Flintridge
City of La Palma
City of La Puente
City of La Verne
City of Lake Forest
City of Laguna Hills
City of Laguna Niguel
City of Lancaster
City of Livermore
City of Lomita
City of Lynwood
City of Manhattan Beach
City of Manteca
City of Martinez
City of Millbrae
City of Morgan Hill
City of Murrieta
City of Napa
City of Norwalk
City of Oakley
City of Orange
City of Orinda
City of Palm Desert
City of Palmdale
City of Paramount
City of Pismo Beach
City of Placentia
City of Pomona
City of Rancho Palos Verdes
City of Rancho Mirage
City of Riverbank
City of Rolling Hills Estates
City of San Fernando
City of Santa Ana
City of Santa Clarita
City of Santa Cruz
City of Santa Paula
City of Saratoga
City of Stanton
City of South Gate
City of Tracy
City of Vallejo
City of Vista
City of Walnut
City of Westlake Village
(City of) Yuba City
Town of Los Altos Hills
Town of Windsor
County of Merced
County of Fresno
County of Sonoma
County of Santa Barbara
County of Kings
California City Management Foundation
California Contract Cities Association
CalChoice Energy CCA
California Joint Powers Insurance Authority
California State University San Marcos
Citrus Heights Water District
Claremont McKenna College
Costa Mesa Sanitary District
El Toro Water District
Independent Cities Association
Independent Cities Finance Authority
Inland Empire Utilities Agency
Institute for Local Government
League of California Cities
Municipal Management Association of Northern California
Municipal Management Association of Southern California
Orange County City Manager Association
Orange County Sanitation District
Palmdale Water District
Rowland Water District
San Gabriel Valley City Managers' Association
Climatec
HdL Companies
National Demographics Corporation

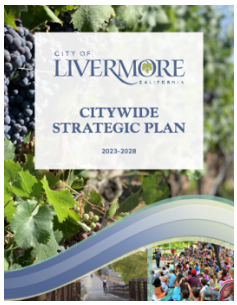
APPENDIX B: SAMPLES

Explore samples more fully: www.TripepiSmith.com/PalmdaleFilm

City of Livermore

Strategic Plan

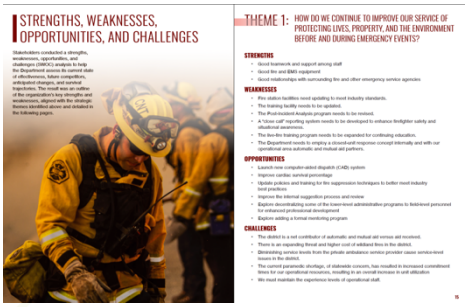
The City of Livermore works with Tripepi Smith on several things. In 2023, Tripepi Smith helped Livermore design their 2022 Strategic Plan, complete with a central infographic and iconography for the sections. Then Tripepi Smith created a video overview of the Strategic Plan, using that infographic as kind of navigational element interspersed with footage.



Santa Clara County Fire Department

Strategic Plan

Tripepi Smith assists the Santa Clara County Fire Department with a wide variety of design, including the recent creation of their recent multi-year Strategic Plan.



City of Aliso Viejo

Econ Dev Brand, Book, Infographics, Presentation

The Economic Development department at the City of Aliso Viejo asked Tripepi Smith to design materials that would build support for planned redevelopment, as well as provide clear information to local businesses about the process. Our designers used GIS maps to create several phase maps, with several matching infographics. We also created the presentation materials with engaging photography, layout and covers for a pocket-folder, enclosed USB, presentation booklet and matching PowerPoint presentation.

California State University San Marcos

Case Statement Brochures/Folders

In 2022, California State University of San Marcos worked with Tripepi Smith Principal, Katherine Griffiths, and Creative Director, Kevin Bostwick, towards the creation of a case statement brochure for their planned Integrated Science & Engineering building. Katherine worked with the CSUSM development and communication teams to write the compelling story of CSUSM's important role as an engine for tech and learning, and Kevin designed a high-end brochure with rich imagery, infographics, and a built-in folder pocket to hold templated inserts the University could customize. The approach worked so well that the University came back in 2023 to have Katherine and Kevin do the same—this time on. a 24-page brochure building the case for funding and expanding the University's powerful mission to be a national center for social mobility.

Culver City

Community-facing Materials for Initiatives (Rent Control, Mobility/Transit)

Tripepi Smith has an ongoing engagement with Culver City for communications in support of ballot measures and other complex information related to tax and real estate regulation. This ongoing informational initiative included design for several media. This ranged from print (e.g. posters and flyers) to digital (explainer videos and content for social media and web). Tripepi Smith Art Director Kevin Bostwick created a "decision tree" infographic to help tenants and landlords navigate the complexity of new rent control regulations. The infographic was designed to be modular, displayable whole but also configured to work within the constraints of the City's web platform and create a click-through, decision making visual aid. In 2021, Tripepi Smith Director Jennifer Fitzgerald and Art Director Kevin Bostwick created a sub-brand for Culver City Transportation in support of their MOVE initiative to transform how residents get around.

City of Napa

State of the City, Fiscal Infographics

Tripepi Smith has been engaged with the City of Napa since late 2019. While the City originally engaged us for retainer services focused on social media creation and management, content writing and website support, they quickly expanded our engagement to include ad hoc graphic design support, video editing, infographic design and HR outreach and promotion. In addition to drafting, scheduling, and monitoring social media posts across all City platforms, Tripepi Smith has drafted written content such as letters from the City Manager, press releases, and radio scripts. On an ad hoc basis, we have completed detailed financial infographics that outlined the potential effects of COVID-19 on City finances (one of these infographics was featured in a MarketWatch article), wrote and designed their 2020 State of the City booklet, edited videos that told the story of local business and City support throughout the pandemic and more.

City of Cupertino

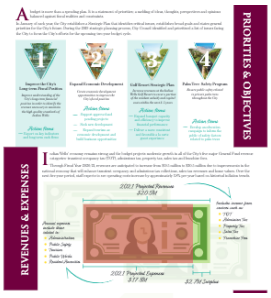
Budget at a Glance, Periodicals, Reports, Branding

After providing the City of Cupertino with a communication assessment in 2015, the City further engaged Tripepi Smith in 2017 to update their style guide and refresh their brand identity. While maintaining the integrity of the current city seal and logo, the City of Cupertino now has an expanded color palette and a clearly defined typography set as a part of their identity. In the process of updating the style guide, Tripepi Smith also updated some of their city templates to be more streamlined and user friendly. In 2019, Tripepi Smith used these brand standards for the City of Cupertino's graphic design. In addition to their monthly publication Scene, Tripepi Smith created infographics and enhanced the layout for their annual Climate Action Plan report.

City of Indian Wells

Budget at a Glance, Financial Planner, Infographics, Mailers

Tripepi Smith used engaging information graphics to translate their budget data into an engaging "Budget-at-a-Glance" mailer that successfully put the information in front of the community in a digestible way.



APPENDIX C: KEY PERSONNEL

Below are for team writers and graphic designers. Full resumes available upon request, or learn more at:

www.TripepiSmith.com/Our-Team

Professional Graphic Design Experience

Creative Director	Kevin Bostwick	25+ years	+ Creative Direction, Branding, Strategy
Senior Graphic Designer	Kjerstin Wingert	8 years	+ Art Direction, Branding, Photography
Senior Graphic Designer	Sara Madsen	5 years	+ Web Designer, Graphic Design
Senior Graphic Designer	Melanie James	7 years	+ Sr. Web Designer, Graphic Design
Junior Graphic Design	Alexis Mendez	1 year	+ Graphic Design
Junior Graphic Designer	Jenni Wechsler	1 year	+ Animation, Graphic Design

*Above list does not include additional photographers, videographers, animators.

Katherine Griffiths, APR – Principal / Editorial Lead

With more than 25 years of experience in nonprofit advancement, Katherine is an award-winning writer and creative director whose work with municipal and higher education clients has earned accolades from the California Association of Public Information Officers, the Council for the Advancement and Support of Education and the College Fraternity Editors Association. Her proficiencies include strategic planning, executive messaging, content development, proofreading and copyediting.

Katherine joined the Tripepi Smith team in November 2016. She previously was director of community relations for the Paine Art Center and Gardens, associate editor for *The ANCHORA* of Delta Gamma Fraternity, publications editor and director of creative services for Claremont McKenna College and a communications consultant for the Claremont University Consortium, Pomona College, Scripps College and the Marshall School of Business at the University of Southern California.

She currently supports administrative and creative projects for Bayshore Consulting, California Choice Energy Authority, California Joint Powers Insurance Authority, Clean Energy Alliance, Energy for Palmdale's Independent Choice, Mt. San Antonio Gardens, MuniEnvironmental, Pico Rivera Innovative Municipal Energy, Pomona Choice Energy, Scripps College and Renne Public Law Group. Her municipal clients include the City of Saratoga and the City of Snoqualmie, Washington.

Melanie James – Senior Business Analyst & Graphic Artist

Melanie James is a talented graphic artist, expert on the WordPress platform, a skilled project manager and a lead for Tripepi Smith's cablecasting and videography services. She has managed and delivered dozens of successful website development projects and has a full suite of creativity skills rooted in her formal graphic arts education. Her skills cover the full Adobe Creative Suite and into HTML and CSS. In addition, she has managed an array of projects ranging from robust digital advertising campaigns to comprehensive video production projects.

Her clients include City of Tracy, City of Daly City, City of Bellflower, City of Huntington Beach, City of Fullerton, City of La Cañada Flintridge, City of Menifee, City of Paramount, Santa Clara County Fire Department, Rowland Water District, and Placer Mosquito Vector Control District. Melanie is a certified Hootsuite Social Marketing Professional and Constant Contact Certified Solutions Provider and has completed the University of Southern California Executive Education Forum for Local Leaders and the University of California, Irvine Public Policy Making Academy II.

Kevin Bostwick – Creative Director

Kevin Bostwick is an experienced Art Director and creative manager. He delivers powerful ideas visually, distilling unexpected stories from challenging content and designing media for understanding and absorption. He directs and executes for digital, interactive and print mediums, delivering across a blend of channels, particularly for learning, data-display and presentation. His work for major clients has included digital tools, logos, presentation, interactive learning, advertising and print design. He navigates the whole ecosystem, working with high-powered stakeholders to shape concepts, UX, branding, strategy, writing, asset management, information architecture and infographics.

Kevin's clients have included California State University San Marcos, Clean Energy Alliance (power provider for the cities of Carlsbad, Del Mar, Escondido, Oceanside, San Marcos, Solana Beach and Vista), Orange County (Health & Human Services, Social Services), City of Aliso Viejo, Culver City, City of Napa, City of San Leandro, City of Manteca, City of Livermore, City of Palmdale, Pivot Charter Schools, California Joint Powers Insurance Authority and Renne Public Law Group.

Kjerstin Wingert – Senior Graphic Artist / Photographer

Kjerstin is a Senior Graphic Designer with Tripepi Smith. After studying Business Administration at both the Ecole Supérieure Libre Des Sciences Commerciales Appliquéesis in Paris and Concordia University in Irvine, Kjerstin went on to receive her Advanced Production Certificate in Graphic Design from Golden West College in Huntington Beach. She began working as a freelance graphic designer in 2012 and joined the Tripepi Smith staff in 2015. Kjerstin has advanced knowledge of various creative platforms including Adobe Illustrator, Adobe Photoshop and Adobe InDesign. Kjerstin has experience leading an array of creative projects including layout, graphic design, illustration and creative concept development.

Her client work includes: City of La Cañada Flintridge, City of Culver City, City of Duarte, City of Cupertino, City of Saratoga, City of Livermore, California Joint Powers Insurance Authority and Costa Mesa Sanitary District. Kjerstin is a certified Hootsuite Social Marketing Professional. She also completed the University of Southern California Executive Education Forum for Local Leaders and the University of California, Irvine Public Policy Making Academy.

Sara Madsen – Senior Business Analyst / Graphic Artist

Sara Madsen has a skill set that is simultaneously wide and deep, ranging from graphic design to website development to account and project management; she is one of Tripepi Smith's most trusted 'Swiss Army knives.' With a formal education in marketing and environmental sustainability from San Diego State University, Sara brings technical prowess and creative savvy to the clients she serves. Her work as a Senior Business Analyst includes providing key account management support and project leadership, while concurrently delivering on a variety of creative projects.

Her clients include City of Laguna Hills, City of Lomita, City of Paramount, City of Orange, City of Yucca Valley, City of Indian Wells, City of Pico Rivera, Clean Energy Alliance, CalChoice, Pomona Choice Energy, Palmdale Energy, Pivot Charter Schools, California Urban Forest Council, Renne Public Law Group and TS Talent Solutions. Sara is certified as a Google Analytics, Constant Contact Certified Solutions Provider and Hootsuite Social Marketing Professional. She has also completed the Public Policy Making Academy II at the University of California, Irvine and the Executive Education Forum for Local Leaders at the University of Southern California.

Jenni Wechsler – Junior Graphic Designer

A strategic thinker, fast learner with a strong work ethic and passion for graphic design, Jenni Wechsler brings experience in graphic design, photography and video editing. With a degree in Psychology from University of Southern California, she knows not only how to tell a story, but how to creatively tailor it to convey the vision and values of an organization. She enhanced her graphic design skills during her time freelancing at Relationship Cubed, where she designed branding, course materials and photo assets. In addition, she is versed in the nuances of the psychology world.

Jenni's client work includes graphic design for City of Irvine, Culver City, City of Jurupa Valley, City of San Fernando, City of Southgate, City of Costa Mesa, City of Lomita, City of La Cañada Flintridge, City of Orinda, Costa Mesa Sanitary District, Pomona Choice Energy and Clean Energy Alliance (power provider for the cities of Carlsbad, Del Mar, Escondido, Oceanside, San Marcos, Solana Beach and Vista). Jenni is a certified Hootsuite Social Marketing Professional.

AGREEMENT NO. A-8626
CONTRACT FOR CONSULTANT SERVICES
BETWEEN THE CITY OF PALMDALE AND TRIPEPI, SMITH AND ASSOCIATES, INC.

THIS CONTRACT FOR CONSULTANT SERVICES ("Contract" herein) is made and entered into by and between the City of Palmdale a public body corporate and politic, (hereinafter called "CITY") and TRIPEPI, SMITH AND ASSOCIATES, INC. (hereinafter called "CONSULTANT"). This Contract shall become effective on the date of the last signatory.

RECITALS

WHEREAS**,** City desires to engage CONSULTANT to provide certain consultant services; and

WHEREAS, CONSULTANT represents that CONSULTANT has the expertise and is qualified to perform the services described in this Contract. And, if required, is duly registered under the laws of the State of California; and

WHEREAS, CONSULTANT desires to accept such engagement.

NOW, THEREFORE, the parties agree as follows:

1 DESCRIPTION OF WORK

1.1 The City hereby engages CONSULTANT, and CONSULTANT accepts such engagement, to provide the following services:

Refer to Exhibit A, Item 1 attached.

CONSULTANT shall perform and complete all such work and services in a manner satisfactory to CITY.

1.2 Project deliverables shall be reviewed and approved by CITY to determine acceptable completion. CITY shall have the right to review and inspect the work during the course of its performance at such times as may be specified by CITY.

1.3 CONSULTANT shall not accept any change of scope, or change in contract provisions, unless issued in writing, as a contract change order or amendment and signed by CITY. Any extensions of time must be mutually agreed upon in writing and executed by both parties.

1.4 CITY shall provide to CONSULTANT, without charge, all data, program information, including reports, records, maps, and other information, now in CITY's possession, which may facilitate the timely performance of the work.

2 CITY PROJECT MANAGER

To provide the services required by this Contract, CONSULTANT shall act under the authority and approval of a Project Manager appointed by CITY. The City Project Manager will oversee the work under this Contract, assist CONSULTANT with any necessary information, audit billings, and approve payments. CONSULTANT shall channel reports, deliverables and special requests through the City Project Manager.

3 CONSULTANT'S KEY PERSONNEL

CONSULTANT's Team and Key Personnel are as follows:

Ryder Todd Smith, President
Kevin Bostwick, Creative Director
Melanie James, Account Manager

This Consultant Services Contract has been awarded to CONSULTANT based on its representation that those personnel and subcontractors listed above will perform the portions of the work listed herein. CONSULTANT shall not deviate nor substitute any of these team members without prior written approval by CITY.

4 COMMENCEMENT AND COMPLETION OF WORK

The execution of this Contract by the parties does not constitute an authorization to proceed. The services of CONSULTANT shall commence when CITY, acting by and through its Project Manager, has issued an Authorization to Proceed. CONSULTANT shall complete all the work described in Section 1 and submit final deliverables within Three Hundred and Sixty-Five (365) Calendar days following CONSULTANT's receipt of Authorization to Proceed. CONSULTANT shall have no claim for compensation for any services or work, which has not been authorized by CITY's Authorization to Proceed.

5 TAXES

5.1 CONSULTANT shall pay all sales, consumer, use, and other similar taxes required to be paid by CONSULTANT in accordance with state and local laws.

5.2 CONSULTANT is an independent contractor and shall have no power or authority to incur any debt, obligation or liability on behalf of CITY. No person employed by CONSULTANT or acting on its behalf, in connection with this Contract shall be considered the Agent or employee of CITY.

5.3 CONSULTANT shall be required to obtain a current City of Palmdale business license, as required by the Palmdale Municipal Code, before an Authorization to Proceed is issued.

6 PATENT FEES AND ROYALTIES

CONSULTANT shall pay all license fees and royalties and assume all costs incident to the use, in the performance of the work or the incorporation in the work of any

invention, design, process, product or device which is the subject of patent rights or copyrights held by others. If a particular invention, design, process, product or device is specified by CITY for use in the performance of the work and if, to the actual knowledge of CITY, its use is subject to patent rights or copyrights calling for the payment of any license fee or royalty to others, the existence of such rights shall be disclosed by CITY in the contract documents. CONSULTANT shall indemnify and hold harmless CITY and anyone directly or indirectly employed by CITY from and against all claims, damages, losses and expenses (including attorneys' fees) arising out of any infringement of patent rights or copyrights incident to the use in the performance of the work, or resulting from the incorporation in the work of any invention, design, process, product or device not specified by CITY, and shall defend all such claims in connection with any alleged infringement of such rights.

7 STANDARDS OF PERFORMANCE

CONSULTANT shall be responsible for the completeness and accuracy of its services and work and documents resulting there from, and CITY shall not be responsible for discovering deficiencies therein. CONSULTANT shall correct any such deficiencies or errors without additional compensation and without cost to CITY, except to the extent any such deficiency is directly attributable to deficiencies in CITY-furnished information.

8 CONSULTANT'S PERSONNEL

8.1 All services required under this Contract shall be performed by CONSULTANT, or under CONSULTANT'S direct supervision, and all personnel shall possess the qualifications, permits and licenses required by State and local law to perform such services.

8.2 CONSULTANT shall be solely responsible for the satisfactory work performance of all personnel engaged in performing services required by this Contract, and compliance with all reasonable performance standards established by CITY.

8.3 CONSULTANT shall be responsible for payment of all CONSULTANT's employees' and subcontractor's wages and benefits and shall comply with all requirements pertaining to the employer's liability, workers' compensation, unemployment insurance, and Social Security.

8.4 CONSULTANT shall indemnify and hold harmless CITY, and its respective officers, agents and employees from and against all claims, demands, damages or costs arising from CONSULTANT's acts or omissions with respect to any liability, damages, claims, costs and expenses of any nature arising from alleged violations of personnel practices.

9 COMPENSATION

9.1 For all of work and services including the various phases of tasks as described in Section 1, CITY shall pay to CONSULTANT an amount not to exceed the sum of Four Hundred and Eighty Thousand dollars ($480000), payable as follows:

Refer to Exhibit A, Item 1 attached.

The Contract Price is CONSULTANT'S estimate of its charges for all the services, including all labor, equipment, material, subcontractor, and reimbursable costs, to be provided under this Agreement. Progress payments shall be made on a time and material basis. Final payment shall be made upon completion of all services and City acceptance of all deliverables, not-to-exceed the Contract Price.

9.2 CONSULTANT shall perform no work in excess of the total contract price without prior written approval of CITY. Total contract price includes expenses related to travel to and from CITY to meet with City and to appear, if so required, before City Council or any other board or commission of CITY.

9.3 CONSULTANT shall maintain adequate records and shall permit inspection and audit by CITY of CONSULTANT's charges under this Contract. CONSULTANT shall make such records available to CITY during normal business hours upon reasonable notice. Nothing herein shall convert such records into public records, and they will be available only to CITY and any specified public agencies. Such records shall be maintained by CONSULTANT for one (1) year following completion of the work under this Contract unless a longer period of time is required by state or federal law, in which event CONSULTANT shall retain its records for the time required by such laws.

9.4 No payment made hereunder by CITY to CONSULTANT, shall be construed as an acceptance by CITY of any work or materials, nor as evidence of satisfactory performance by CONSULTANT of its obligations under this Contract.

10 INDEMNIFICATION

To the fullest extent permitted by law, CONSULTANT and any contractors or subcontractors working on its behalf agree to indemnify CITY, its officers, employees, agents and elected and appointed boards (hereinafter "Indemnified Parties") for any loss, claim, demand, cause of action, cost, expense, damage, obligation or liability which arises out of or is in any way connected with the performance of any work under this agreement, including any acts or omissions, willful misconduct or negligent conduct, whether active or passive, on the part of CONSULTANT, its contractors or subcontractors, and regardless of any acts, omissions or negligence (whether active or passive) of any person or entity indemnified hereunder. At their own expense, CONSULTANT and, as applicable, any contractors or subcontractors working on its behalf, shall defend any suit, claim or action against the Indemnified Parties founded upon such loss, claim, demand, cause of action, cost, expense, damage, obligation or

liability. CONSULTANT shall ensure that the contract of any contractor or subcontractor working under this agreement contain an indemnity agreement, requiring the contractor or subcontractor to indemnify and defend the Indemnified Parties pursuant the terms set forth above. CONSULTANT shall indemnify the Indemnified Parties, and save it harmless from any and all loss, damage, costs, expenses and attorney's fees suffered or incurred on account of any breach of the aforesaid obligations and covenants, and any other provision or covenant of this agreement.

11 INSURANCE

11.1 CONSULTANT, at its expense, shall maintain in effect at all times during the performance of work under this Contract not less than the following coverage and limits of insurance, which shall be maintained with insurers listed “A” or better in the Best’s Insurance Guide and authorized to do business in the State of California. **Proof of Insurance, as identified in Section 11.8, must be reviewed and accepted by the City Attorney**.

11.1.1 Workers’ Compensation and Employer’s Liability

- Workers’ Compensation—coverage as required by the State of California
- Employer’s Liability:
  $1,000,000.00 each accident
  $1,000,000.00 policy limit bodily injury
  $1,000,000.00 each employee bodily injury by disease

11.1.2 Professional Liability (Errors & Omissions) Insurance*

- $2,000,000 limit on a per occurrence basis

11.1.3 Commercial General Liability

- $1,000,000.00 limit on a per occurrence basis
- $2,000,000.00 general aggregate limit

11.1.4 Commercial Automobile Liability

- $1,000,000.00 combined single limit including owned (if applicable), non-owned and hired automobile coverage

11.1.5 Cyber Liability*

- $2,000,000.00 limit on a per occurrence basis
- $3,000,000.00 general aggregate limit

11.2 All of CONSULTANT’s policies shall contain an endorsement providing that written notice shall be given to CITY at least thirty- (30) calendar days prior to termination, cancellation or reduction of coverage in the policy.

11.3 Policies providing for bodily injury and property damage coverage shall contain the following:

A. An endorsement extending coverage to the CITY as an additional insured, in the same manner as the named insured, as respects liability arising out of the performance of any work under the Contract. Such insurance shall be primary insurance, as respects the interest of the CITY, and any other insurance maintained by the CITY shall be considered excess coverage and not contributing insurance with the insurance required hereunder. The certificate and endorsements shall state: “The City of Palmdale, the Successor Agency of the Community Redevelopment Agency of the City of Palmdale, Palmdale Civic Authority, Industrial Development Authority of the City of Palmdale, Palmdale Airport Authority, their officers, agents, employees and volunteers are named as additional insureds.”

B. “Severability of Interest” clause.

11.4 Promptly on execution of this Contract, and prior to commencement of any work, CONSULTANT shall deliver to CITY certificates of insurance and endorsements to all required policies demonstrating that CONSULTANT has the required coverage and showing the required named insureds. Within five (5) days of written request from CITY, CONSULTANT shall deliver to CITY full and complete copies of all insurance policies required by this Contract.

11.5 The requirements as to the types and limits of insurance to be maintained by CONSULTANT are not intended to and shall not in any manner limit or qualify CONSULTANT’s liabilities and obligations under this Contract.

11.6 Any policy or policies of insurance that CONSULTANT elects to carry as insurance against loss or damage to its equipment and tools or other personal property used in the performance of this Contract shall include a provision waiving the insurer’s right of subrogation against CITY.

11.7 All insurance coverage must be maintained throughout the duration of this Contract.

11.8 Acceptable Proof of Insurance:

11.8.1 ACORD Certificate of Insurance listing all coverages, limits, deductibles and insureds; and endorsements for all applicable coverages if agent has authority to issue it. Additional insured Form CG20101185 or CG20100707 and CG20370704 or equivalent must be provided for general liability coverage. Additional insured form CA0001 must be provided for automobile liability coverage.

11.8.2 Agents must confirm that policy endorsements have been ordered from the respective insurance companies. Upon issuance, policy endorsements listing all insurers must be submitted to the City Attorney.

11.8.3 *When professional (E&O) and/or Cyber liability coverage is provided on a “claims made basis”, CONSULTANT will continue to renew the insurance for a period

of five (5) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Agreement, and will cover CONSULTANT, or its officers, employees, or agents during the time this Agreement was in effect.

11.9 Notwithstanding any other provision of this Contract, CITY may immediately terminate this Contract if, at any time CONSULTANT fails to maintain the required insurance for any period of time or fails to comply with any of the insurance requirements listed above.

11.10 CONSULTANT shall require any and all subcontractor's working on its behalf to provide insurance coverages and limits that are based on the scope of work and nature of risk being performed by the subcontractor. Any and all subcontractors working on behalf of CONSULTANT shall be subject to all other insurance requirements that are stated herein.

Any deviation in this requirement will be CONSULTANT's sole risk. CONSULTANT's insurance requirements in Section 11 will not be impacted and/or limited by such deviation.

12 TERMINATION WITHOUT CAUSE

CITY reserves the right to terminate this Contract or any part thereof for its sole convenience with fifteen (15) days written notice. In the event of such termination, CONSULTANT shall immediately stop all work hereunder, and shall immediately cause any of its suppliers and sub-consultants to cease such work. CONSULTANT shall also surrender to CITY all finished or unfinished documents or programs and other materials, which shall be City’s property. As compensation in full for services performed to the date of such termination, the CONSULTANT shall receive an amount equal to the value of the work completed as of the termination date in accordance with the fee schedule or as negotiated between the parties. In no event shall the amount payable upon termination exceed the total maximum compensation provided for in this Contract.

13 TERMINATION FOR CAUSE

13.1 If the CITY determines that the CONSULTANT has failed to supply an adequate working force, or to provide services of proper quality, or has failed in any other respect to satisfactorily perform the services specified in this Contract, the CITY shall give written notice to the CONSULTANT specifying all defaults to be remedied within thirty (30) days. Such notice shall set forth the basis for the CITY’s dissatisfaction and suggest corrective measures. If, after thirty (30) days, the CONSULTANT has failed to implement the corrective measures, the CITY may elect to terminate this Contract, in whole or in part.

13.2 In the event the CITY terminates this Contract in whole or in part as provided herein above, the CITY may procure, upon such terms and in such manner, as it may deem appropriate, services similar to those terminated.

13.3 If this Contract is terminated as provided above, the City may require the CONSULTANT to provide all finished or unfinished documents, data, studies, software, drawings, maps, photographs, reports, etc., prepared by the CONSULTANT. Upon such termination, the CONSULTANT shall be paid an amount equal to the value of the services provided and work performed as of the date of termination. Such payment by the City may take into consideration the costs associated with hiring another CONSULTANT to complete the services. In the event no new CONSULTANT is employed, the CONSULTANT shall be paid an amount equal to the value of the work performed. In ascertaining the value of the work performed up to the date of termination, consideration shall be given to both completed work and work in progress, to complete and incomplete documents when such are delivered to CITY, and to authorized reimbursement expenses.

The above is in addition to any other remedies available by law or equity to the CITY.

13.4 If, after notice of termination of the Contract under the provisions of this Section 13, it is determined, for any reason, that CONSULTANT was not in default, or that the default was excusable, then the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to Section 12.

14 DISPUTE RESOLUTION

All claims, disputes, and other matters in question between CITY and CONSULTANT arising out of, or relating to this Contract, or the breach thereof shall, to the extent reasonably feasible, be resolved through good faith negotiations between the parties.

15 OWNERSHIP OF DOCUMENTS

All documents, including, but not limited to, research, field notes, investigations, analysis, and studies which are prepared in the performance of this Contract are to be, and remain the property of CITY. CONSULTANT shall furnish CITY, upon its request, originals or reproducible or electronic copies of reports, studies and of all other documents listed above.

16 SUBCONTRACTING, DELEGATION AND ASSIGNMENT

16.1 CONSULTANT shall not delegate, subcontract or assign its duties or rights hereunder, either in whole or in part, without the prior written consent of CITY; provided, however, that claims for money due or to become due to CONSULTANT from CITY under this Contract may be assigned to a bank, trust company or other financial institution without such approval. Any proposed delegation, assignment or subcontract shall provide a description of the services covered, identification of the proposed assignee, delegates or subcontractor, and an explanation of why and how

the same was selected, including the degree of competition involved. Any proposed agreement with an assignee, delegates or subcontractor shall include the following:

A. The amount involved, together with CONSULTANT's analysis of such cost or price; and

B. A provision requiring that any subsequent modification or amendment shall be subject to the prior written consent of CITY; and

C. The requirement to hire only those persons authorized by federal law to work in the United States.

16.2 Any assignment, delegation or subcontract shall be made in the name of CONSULTANT and shall not bind or purport to bind CITY and shall not release CONSULTANT from any obligations under this Contract including, but not limited to, the duty to properly supervise and coordinate the work of employees, assignees, delegates and subcontractors. No such assignment, delegation or subcontract shall result in any increase in the amount of total compensation payable to CONSULTANT under this Contract.

17 NON-DISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY

17.1 In performance of this Contract, CONSULTANT shall not discriminate against any employee, subcontractor, or applicant for employment because of sex, color, race, religion, ancestry, national origin, disability, medical condition, marital status, sexual orientation, or age. CONSULTANT will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their sex, color, race, religion, ancestry, national origin, disability, medical condition, marital status, sexual orientation or age. Affirmative action relating to employment shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

17.2 The provisions of subsection 17.1 above shall be included in all solicitations or advertisements placed by or on behalf of CONSULTANT for personnel to perform any services under this Contract. CITY shall have access to all documents, data and records of CONSULTANT and its subcontractors for purposes of determining compliance with the equal employment opportunity and non-discrimination provisions of this Section, and all applicable provisions of Executive Order No. 11246 which is incorporated herein by this reference. A copy of Executive Order No. 11246 is available for inspection at, and on file with, the Palmdale City Clerk's Office.

18 FINANCIAL INTEREST CERTIFICATION

18.1 CONSULTANT warrants that no person has been employed or retained to solicit or secure this Contract upon an agreement or understanding for a commission,

percentage, brokerage or contingent fee; and that no officer or employee of the CITY has any interest, financially or otherwise, in CONSULTANT's firm.

18.2 For breach or violation of this warranty, CITY shall have the right to annul this Contract without liability, or at its discretion to deduct from the Contract Price or consideration, the full amount of such commission, percentage, brokerage or contingent fee.

19 CONFLICT OF INTEREST

19.1 CONSULTANT stipulates that its officers and employees do not now have a conflict of interest and it further agrees for itself, its officers and its employees that it will not contract for or accept employment for the performance of any work or services with any individual business, corporation or government unit that would create a conflict of interest in the performance of its obligations pursuant to this Contract or which would cause CONSULTANT to be "financial interested" (as provided in California Government Code Section 1090 et seq. or 87100 et seq.) in any contract or decision made by CITY on any matter.

19.2 CONSULTANT shall not employ any Housing Authority/City official or employee to perform any work required pursuant to this Contract.

19.3 If CONSULTANT is a registered professional engineer or licensed land surveyor and the scope of work requires CONSULTANT'S recommendation of the actual formula to spread the costs of an assessment district's improvements, then CONSULTANT shall not participate in making that recommendation if the additional elements set forth in Government Code section 87100.1(c) apply. Those additional elements are: (1) CONSULTANT has received income of $250 or more for professional services in connection with any parcel included in the benefit assessment district within twelve (12) months prior to the creation of the district; and (2) the district includes other parcels in addition to those parcels for which CONSULTANT received the income. In the event a conflict of interest does arise in that context, CITY shall select a different CONSULTANT to recommend the actual formula to spread the costs of the assessment district's improvements and the costs of such services shall be deducted from the compensation to be paid to CONSULTANT.

19.4 To the extent required by the City Manager/designee, CONSULTANT shall complete and file with the City Clerk a Form 700 Statement of Economic Interests disclosing any reportable property interests, income, gifts, investments, or business positions.

20 COMPLIANCE WITH LAW

20.1 CONSULTANT shall comply with all state and federal laws, including but not limited to, the requirement to hire only those persons authorized by federal law to work in the United States. If CONSULTANT uses any subcontractors to complete this

Contract, this same requirement shall be included in all subcontracts and strictly enforced by CONSULTANT.

20.2 The law of the state of California shall govern this Contract. The venue of any legal action, either formal or informal, shall be the County of Los Angeles.

21 NOTICES

Any notice required under this Contract shall be in writing, addressed to the appropriate party at its address on the signature page and given personally or by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of receipt.

22 ENTIRE CONTRACT AND AMENDMENTS

22.1 This Contract is the complete agreement between the parties and supersedes all prior proposals, agreements, and understandings between the parties and may not be modified or terminated orally.

22.2 No attempted waiver of any of the provisions hereof, nor any modification in the nature, extent or duration of the work to be performed by CONSULTANT hereunder, shall be binding unless in writing and signed by the party against whom the same is sought to be enforced.

22.3 The failure of any party to enforce against another party any provision of this Contract shall not constitute a waiver of that party's right to enforce such a provision at a later time, and shall not serve to vary the terms of this Contract.

23 ATTORNEY'S FEES

If any action at law or in equity is brought to enforce or interpret any provisions of this Contract, the prevailing party in such action shall be entitled to reasonable attorney's fees, costs and necessary disbursements, in addition to such other relief as may be sought and awarded.

In Witness Whereof, the parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized.

CITY OF PALMDALE:

Ronda Perez

Signed: 12/18/2023

Ronda Perez
City Manager

Sara Gallagher

Signed: 12/11/2023

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38300 Sierra Highway,Suite A
Palmdale, CA 93550

TRIPEPI, SMITH AND ASSOCIATES, INC.:

Ryder Todd Smith

Signed: 12/14/2023

Ryder Todd Smith
President

ADDRESS FOR NOTICE:
TRIPEPI, SMITH AND ASSOCIATES, INC.
PO Box 52152
Irvine, CA 92619

APPROVE AS TO FORM:

William Patrick Curley III

Signed: 12/18/2023

William P. Curley, III
Interim City Attorney

ATTEST:

Roxanne Faber

Signed: 12/18/2023

Roxanne Faber
Acting City Clerk

---------- INTERNAL USE ONLY ----------

- Certificate(s) and Endorsement(s) attached
- Confirmed business name on contract with certificate(s)
- Attached Agreement Checklist and met all requirements

Record of Signing

For
Name
Title

Sara Gallagher

Signed on 2023-12-11 21:05:23 GMT

Secured by Concord™
DocumentID: ODk0OGUwNGMtYW
SigningID: YWJlMDNiMTktNm
Signing date: 12/11/2023
IP Address: 206.171.111.149
Email: sgallagher@cityofpalmdale.org

For
Name
Title

Ryder Todd Smith

Signed on 2023-12-14 21:19:39 GMT

Secured by Concord™
DocumentID: ODk0OGUwNGMtYW
SigningID: Yzg0N2IxYWUtYj
Signing date: 12/14/2023
IP Address: 98.163.39.229
Email: ryder@tripepismith.com

For
Name
Title

William Patrick Curley III

Signed on 2023-12-18 16:41:10 GMT

Secured by Concord™
DocumentID: ODk0OGUwNGMtYW
SigningID: YjA1ZTU1YjUtMz
Signing date: 12/18/2023
IP Address: 107.131.11.226
Email: wcurley@harperburns.com

For
Name
Title

Ronda Perez

Signed on 2023-12-18 17:11:26 GMT

Secured by Concord™
DocumentID: ODk0OGUwNGMtYW
SigningID: MjJlNDFkOGQtOD
Signing date: 12/18/2023
IP Address: 206.171.111.134
Email: rperez@cityofpalmdale.org

For
Name
Title

Roxanne Faber

Signed on 2023-12-18 22:52:13 GMT

Secured by Concord™
DocumentID: ODk0OGUwNGMtYW
SigningID: ZDI3ZmM5ODctMm
Signing date: 12/18/2023
IP Address: 206.171.111.149
Email: rfaber@cityofpalmdale.org

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TRIPEPI SMITH
marketing • technology • public affairs

COMMUNICATION SUPPORT SERVICES

Proposal submitted to: City of Palmdale

Submitted: November 13, 2023

Ryder Todd Smith, Co-founder & President

Melanie James, Senior Business Analyst

VALID FOR 60-DAYS

SINGLE SOURCE COMMUNICATIONS

866.TSCOMMS1 Info@TripepiSmith.com PO Box 52152, Irvine, CA 92619-2152

TripepiSmith.com

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COVER LETTER

Thank you for the opportunity to talk to you about how Tripepi Smith can help the CItydelvier on range of communications needs. We're excited to get started quickly.

This proposal describes Tripepi Smith as a communications firm that lives right where public agencies and messaging overlap. It will also present our approach to the developing the Strategic Plan and present our cost structure. Whether it is cities, counties, special districts, associations or private sector partners, Tripepi Smith has a strong record of collaboration in California and beyond. This work includes writing, communications, design, videography, marketing, business development and other related services.

Samples previously provided to the City are viewable at:
www.TripepiSmith.com/PalmdaleFilm

The Tripepi Smith Advantage

Tripepi Smith is unique: our mix of creative prowess and policy competency is rare. This means we offer "single source communications"— able to apply the breadth of insight and skills to make every deliverable meaningful, engaging and effective.

We want to work with Palmdale Film Bureau to fulfill its vision for the Strategic Plan. We understand that this proposal is preliminary, pending actual planning with key stakeholders. Tripepi Smith's price proposal is valid for sixty (60) days after submission.

I sincerely hope we can be your partner and look forward to working with your team.

Ryder Todd Smith, Co-Founder & President, Tripepi Smith
ryder@tripepismith.com • (626) 536-2173
PO Box 52152, Irvine, CA 92619
Ryder is the contact person for the proposal evaluation period.

SINGLE SOURCE COMMUNICATIONS

An Overview of Tripepi Smith

Most important: we understand local government. Tripepi Smith combines creative thinking with a deep awareness of how communications drive positive impact on communities. As a firm, we are committed to **#ABL—"always be learning."** This means that we never stop adding ways we support the local government sector and sharing that knowledge amongst our team. Since our founding in 2000, we have expanded what we do, becoming a single source for various communication and creative needs. Tripepi Smith fosters an atmosphere of cross-pollination in which civic insight, creative thinking and practical expertise all combine to make us who we are.

Service Areas

To learn more about our services, visit www.TripepiSmith.com/Services

Who We Are

The Co-Founders: Nicole Smith & Ryder Todd Smith

CFO Nicole Tripepi Smith is a second-generation civic-affairs professional (her father was a city manager for 28 years). President Ryder Todd Smith brings over two decades of public agency marketing and communications experience to the table.

The Team

Tripepi Smith's growing team of communications experts offers the right professionals for any job—and ensures we are nimble, responsive and cost effective. Experienced principals, directors and analysts drive strategy and mold messaging. Public affairs experts and policy wonks manage communication solutions for a large list of clients. Creative professionals fashion compelling branding, websites, print and digital design, social media, photography and video.

THE RESULT:
We have an ability to tell a complete story across mediums all within our one team.

General Approach

Tripepi Smith sets small teams for client engagements. Although we are large enough to offer overlapping coverage, a small primary team is still most efficient and gets to know the client best. At the start of every design project, we identify the goal, platform, budget and intended messaging. This allows us to bring aboard the right expertise and creative professionals. Our firm offers services that address not only traditional media such as print, websites, logo design and advertising, but also non-traditional marketing services around email campaigns, social media, blogging, SEO, video production and more. This integrated approach to content development makes the process more efficient and effective for clients.

We strive to breathe life into communications, and we work to strengthen client brands because we know that consistent branding builds trust and helps audiences engage and understand more. We believe in the power of design, and we believe that designing for the public is powerful. But we also know that good design is all for naught if implementation is sloppy, so we are highly detail oriented when it comes to the minutiae of our design process. We understand how to set complex projects, how to make PDFs accessible to assistive technology, how to drive social media engagement up and drive costs down—all while making it look great.

Content x Distribution = IMPACT

Tripepi Smith was born in the digital era and brings significant technical skills to the table. Members of our team carry technical certifications in Hootsuite Social Media Marketing, Facebook Blueprint, Google Advertising, Google Analytics and Twitter Flight School, among others. We take digital seriously and recognize how critical it is to not only develop great visuals and messaging, but to ensure the audiences we want to reach actually see that content. Without content distribution there is no IMPACT.

Tripepi Smith Testimonial

"We've turned to Tripepi Smith for support on a number of communications projects over the past four years, and Ryder and his team have always delivered high-quality work.

Tripepi Smith's graphic design skills are excellent and reflect a familiarity with local government that is important to the design process."

Brian Babcock
Communications Officer
City of Cupertino (as of 2022: City of Mountain View)

PROJECT PLAN

1. Monthly Metrics

Tripepi Smith believes in the power of data to inform good communications. Digital platform provide tremendous for data resources to document the efforts of the communications team to delvier on City Communications. Tripepi Smith often provides monthly metrics reports to our clients that summarize social media, website, media releases and other key metrics. The goals of these summary reports are to create accountability for the team and to highlight the work being delivered to City Staff leadership and, ultimately, the City Council if desired by the City Manager.

The monthly metrics report not only includes summary data, but also benefits from an insightful narrative provided by our team of communication experts.

The exact metrics we report are to be determined and will be scoped out in a kickoff meeting. This service is normally priced on a fixed fee basis and Tripepi Smith will review the scope and provide a fixed price to then seek authorization to deliver the report.

2. Graphic Design

Tripepi Smith recognizes the important interplay of public affairs and design. It's about presenting ideas that advance communities and public institutions. So we create materials that engage audiences and make ideas resonate. Our creative experts design across the board; we lead entire rebrands but also recognize that sometimes, you just need a postcard made. Working with various agencies everyday solidifies our designers as experts in local government messaging, so not only do they make materials look great, but they also understand how to configure content to be engaging, informative and effective.

To view samples of our work, visit www.TripepiSmith.com/Work

Tripepi Smith's creative professionals have worked with public and private clients on imagery, colors and graphic design in an array of projects. Our firm offers creative services that address not only traditional media such as print, websites, logo design and advertising but also non-traditional marketing services around email campaigns, social media, blogging, SEO, video production and more. This integrated approach to content development makes the process more efficient and more effective for clients.

Our team will collaborate with the Palmdale team to determine the most effective way to convey design requests and import design request details to ensure we can deliver efficiently for the City and Departments.

3. Cloud Webmaster

Tripepi Smith is deeply experienced in web develop and content management support. Our team has worked with the content management system for website providers like CivicPlus, Granicus, Revize, and WordPress. These team members use their general web knowledge and hands-on CMS experience to provide effortless content manage services for public agencies. Additionally, our team can leverage our in-house writing professionals to edit or write existing website copy if needed. The result is that Tripepi Smith Cloud Webmaster services can help our clients deliver on the promise of their websites.

The City has noted a need to both provide immediate content management support services for the website and to execute on audit on the existing pages to update content or correct grammar and punctuation. Tripepi Smith has proposed that we identify the 100 most commonly visited pages and prioritize the content updates on these pages first, then work through additional pages as needed.

Meanwhile, at the direction of the City, Tripepi Smith can also handle ongoing website updates to quickly modify content based on department requests. The methodology for determining the validity of these requests to ensure a secure process will need to be coordinated with the City Staff.

4. Council Chamber Video Production

Tripepi Smith is familiar with and has worked in several agencies providing council chamber video production work. Our team knows the flow council meetings, hardware platforms and general details of how to execute on chamber production.

5. Social Media Management

Tripepi Smith manages social media for dozens of public agencies and executes the work from planning the social media to monitoring comments on social media. We leverage Canva to improve visuals and are experts across the board on various social media platforms. Tripepi Smith is available to manage all social media for the City.

COST PROPOSAL

This provisional cost estimate is based on a project scope not yet fully defined. Actual costs will vary depending on the actual scope of work (including length and complexity of content, graphic assets required, rounds of revision, items produced, etc.). We are assuming that all work, excluding the Monthly Metrics Report, will be handled with time and materials billing. Tripepi Smith remains open to flexing out scope of work with the City to adjust to market changes and needs of the agency.

Service Delivery	Estimated Costs	Notes
Monthly Metrics Report	Likely $700 – $1,100 / month depending on extent of reporting, connection with Sprout Social, narrative	We can connect Sprout Social and you can also Connect the Hootsuite Tool. That will help moderate costs. The number of SM channels you wish to report on will affect metrics
Graphic Design Support	$2700 / week for about 20 hours a week of work	We are assuming work will be primarily delivered by a Junior Graphic Artist with oversight and QA from more senior resources. Note that senior reources may also do some work, but often their experience means total time is less and costs are similar.
Website Content Clean Up	$12,000 for 100 Pages	Assumes about an hour a page using our more junior resources whenever possible and elevating to a more senior resource only when needed. Also assumes modest grammar and punctuation review. Complete rewrites may add significant time on some pages.
Website Content Management	$1,200 / week	This presume about ten hours a week of content management is needed to address the queue of department requests.

Weekly Planning and Coordination Meetings	$900 / week	Meeting with TS account leaders and City communications staff to plan for the communications and review past week of activity.
Social Media Management	$1,075 / Week	Producing five social media posts a week, covering 7 days a week social media monitoring, distribution via Sprout Social enterprise account from Tripepi Smith.
Content Writing	$900 / Week	Content writing includes news stories for the City website, press releases and other 500 word short format informative stories. This assumes two per week or 8 a month.
Chamber Video Production	$630 / Meeting	Assumes one hour of travel time, one hours pre meeting QA check, one hour post meeting wind down and video deployment, plus a three-hours meeting. Estimate assumes a one person crew needed, but if two are required, we will need to adjust estimate. There will be some ramp up costs initially to cross train resources and document the entire system.

Based upon this general scope of work, we are anticipating a monthly cost estimate of $34,513. This does not include any random ad hoc work that is likely to be requested of Tripepi Smith or other ad hoc work that may arise, including: crisis communications, internal advices on special projects, internal communication assets, press conferences, media calls, special projects like ballot measure education, video production of PSA's and other video content, stock photography shoots.

Tripepi Smith ash proposed that all initial work is on a time and materials basis given the dynamic situation and potential scope adjustment. Once we have settled into work, Tripepi Smith will be happy to amend our agreement with the City to align a fixed monthly fee scope with a baseline level of work, then cover additional work on a ad hoc basis.

Tripepi Smith advises an initial not-to-exceed contract value of $480,000 which should get the contract through an initial FY if not full 12-month period. Variability is subject to the range of services requested of the firm.

RATES AND OTHER MINUTIAE

	Hourly - Standard	Hourly - Retainer
Principal	$350	$295
Director	$240	$215
Art/Creative Director	$240	$215
Senior Business Analyst	$190	$165
Business Analyst	$130	$110
Junior Business Analyst	$105	$90
Senior Videographer/Animator	$190	$165
Senior Photographer	$160	$135
Senior Graphic Designer	$175	$145
Graphic Designer	$120	$100
Junior Graphic Designer	$105	$90
Web Developer	$195	$165
Drone Operator	$195	$165
Photographer	$105	$90

Agreements

Retainer Agreements

Many Tripepi Smith clients have a fixed baseline of work they need done every month, and then they layer in time & materials work on top of that. These clients, when their retainers exceed $6,750 a month, can have access to our reduced Hourly – Retainer rates noted above for any ad-hoc work. Should we amend our scope of work to a fixed retainer arrangement in the future, this option will be available to the City.

Fixed Price Agreements

Clients may desire a well-defined project to be accomplished by Tripepi Smith. Examples can include a video or a website project or well-defined budget summary document. In these cases, Tripepi Smith can provide a fixed price alternative to the client.

Flexible Time & Materials Agreements

Tripepi Smith can build flexibility into agreements based on time & materials. In cases where Tripepi Smith provides an estimate of time and resources required (based on the hourly rate schedule shown above), we can offer terms that offset some uncertainty. Additionally, depending on the nature of the engagement or project, Tripepi Smith can provide weekly or monthly budget reports that track cost vs. estimate.

Tripepi Smith's agreed to hourly rates, retainer rates and equipment fees are subject to an annual increase of 5% or the National CPI index, whichever is greater, upon the anniversary of the contract date.

Billing

Time at Tripepi Smith is billed in 15-minute increments – i.e. we invoice our time in the following examples: 1.25, .75, 4 or 6.5 hours.

If Tripepi Smith is requested to be onsite, we will invoice for travel time at half rate of the resource's Standard Rate. Travel costs will be reimbursed when agreed upon by the client.

Tripepi Smith will invoice for our time and materials work on the last day of the month for that month's work. Invoice terms are net 30 days. If fixed price work is requested and authorized, the milestone payments will be determined via email authorization from the City.

Other Costs

Because Tripepi Smith offers a broad set of services, including extensive content production, we have some other content production-related fees that may come up during the course of our engagement that we want to tell you about.

Equipment Fees

Tripepi Smith offers some services that require equipment, such as drone operations and video production. As such, in those cases, the following rates apply:

	Half Day	Full Day
Video Equipment	$400	$600
Drone Equipment	N/A	$500

$600 for a full day of video equipment use (includes full set of video equipment). Full day is defined as a shoot lasting four (4) or more hours. $400 for a half day of video equipment use. Half day is defined as anything up to four hours of video production. All such expenses will be authorized by the organization prior to fee being assessed.

$500/day drone fee applies and is not inclusive of the drone operator time (Drone Operator rate).

Print & Advertising Fees

	Client Pays Directly	Client Reimburses TS
Print costs, digital promotion, media placement	**No Fees**	**10%**

Print Costs: Tripepi Smith is happy to use a printer of the client's choosing for print production work, or to recommend a printer with whom we have experience. Tripepi Smith typically has the printer bill the client directly for work. Tripepi Smith makes no money on print services and has no economic interest in the selected print vendor other than ensuring quality and fair pricing for our clients. If Tripepi Smith is asked to pay the bill for the client, we will apply a 10% agency fee to the reimbursement expense.

Digital Advertising: Tripepi Smith is a Google Partner and Constant Contact Solution Provider and has Facebook Certified staff. We consider digital platforms to be a cornerstone element of any outreach strategy; often this comes with digital advertising fees. Tripepi Smith typically uses a client's credit card to cover such fees, and those fees are impossible to estimate at this time without our firm being engaged in the work with the team. If a Tripepi Smith credit card is used to run the advertising campaign, then we will charge an additional 10% agency fee on all advertising charges to compensate for the administrative overhead.

Media Placement: Purchase fees for advertising media space is not included on Tripepi Smith advertising proposals. Usually, clients contract directly with media, but in the event Tripepi Smith covers these fees, then we will charge an additional 10% agency fee on all advertising charges to compensate for the administrative overhead.

Tripepi Smith Partnership Discounts

Tripepi Smith has financial interest in certain related entities. These partnerships allow Tripepi Smith to offer clients extra media reach or additional services at partner pricing. Partnerships include:

PublicCEO — www.PublicCEO.com
Digital news about public affairs, reaching over 17,000 California government executives.

Civic Business Journal — www.CivicBusinessJournal.com
Digital interest stories about the people in local government.

FlashVote — www.FlashVote.com
Planning, implementing, measuring civic surveys.

TS Talent Solutions — www.TSTalentSolutions.com
Talent search services for local government and related agencies.

Declarations

Authorization

As co-founder and president of Tripepi Smith, Ryder Todd Smith is qualified to enter into agreements and to make the statements on behalf of the firm. This proposal is valid for sixty (60) days from date of submission.

Incorporation

Founded in 2000 and incorporated in 2002 as a California S Corporation, Tripepi Smith is based in Orange County. FEIN: 73-1642614 California Business License: C2414674

Conflict of Interest Disclosure and Ethics

Tripepi Smith operates in a complex marketplace that is more political than most industries. As a result, conflicts of interest (real or perceived) can arise. The first and foremost obligation of Tripepi Smith is to outline all existing client relationships to prospects to let the prospect determine if a conflict exists. Currently, Tripepi Smith does not see any conflicts with our existing work and the proposed work. We do work with the City of Lancaster and Palmdale Water District. We also have done work in the City with the Economic Development team and the Palmdale EPIC Energy CCA.

To read more about Tripepi Smith's commitment to ethics:
www.TripepiSmith.com/About-Us/#ethics

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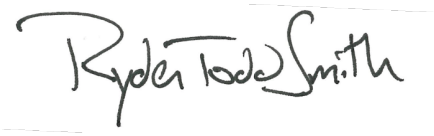
Ryder@TripepiSmith.com • (626) 536-2173
www.TripepiSmith.com



APPENDIX A: REFERENCES AND CLIENT LIST

References

City of Culver City

Shelly Wolfberg, Asst. to the City Manager

310.253.6008 • shelly.wolfberg@culvercity.org

Communications Assessment, strategy and action items, social media management, social media and media monitoring, ongoing communications support, videography, monthly metrics reporting, photography, graphic design, bi-weekly client calls and crisis communications.

City of Napa

Jaina French, Community Relations

707.258.7843 • jfrench@cityofnapa.org

Communications planning, content development, website support, graphic design, quarterly content meetings, Spanish translation, metrics reporting

City of Indian Wells

Peter Castro, Deputy City Manager

760-346-2489 • pcastro@indianwells.com

Communications planning, website support, graphic design, event staffing, editorial calendar, digital newsletter, photography, videography, program management

Some of Our Clients

Tripepi Smith has been selected to work with approximately 200 local government agencies to help with their communications. We can provide you with contacts for any of these clients if desired and are confident you will find them to be quite happy with our services.

City of Aliso Viejo
City of American Canyon
City of Azusa
City of Bellflower
City of Burlingame
City of Claremont
City of Coronado
(City of) Culver City
City of Cupertino
(City of) Daly City
City of Danville
City of Duarte
City of El Cerrito
City of Fountain Valley
City of Foster City
City of Fullerton
City of Gilroy
City of Grover Beach
City of Hawaiian Gardens
City of Huntington Beach
City of Indian Wells
City of Industry
City of Irvine
City of La Cañada Flintridge
City of La Palma
City of La Puente
City of La Verne
City of Lake Forest
City of Laguna Hills
City of Laguna Niguel
City of Lancaster
City of Livermore
City of Lomita
City of Lynwood
City of Manhattan Beach
City of Manteca
City of Martinez
City of Millbrae
City of Morgan Hill
City of Murrieta
City of Napa
City of Norwalk
City of Oakley
City of Orange
City of Orinda
City of Palm Desert
City of Palmdale
City of Paramount
City of Pismo Beach
City of Placentia
City of Pomona
City of Rancho Palos Verdes
City of Rancho Mirage
City of Riverbank
City of Rolling Hills Estates
City of San Fernando
City of Santa Ana
City of Santa Clarita
City of Santa Cruz
City of Santa Paula
City of Saratoga
City of Stanton
City of South Gate
City of Tracy
City of Vallejo
City of Vista
City of Walnut
City of Westlake Village
(City of) Yuba City
Town of Los Altos Hills
Town of Windsor
County of Merced
County of Fresno
County of Sonoma
County of Santa Barbara
County of Kings
California City Management Foundation
California Contract Cities Association
CalChoice Energy CCA
California Joint Powers Insurance Authority
California State University San Marcos
Citrus Heights Water District
Claremont McKenna College
Costa Mesa Sanitary District
El Toro Water District
Independent Cities Association
Independent Cities Finance Authority
Inland Empire Utilities Agency
Institute for Local Government
League of California Cities
Municipal Management Association of Northern California
Municipal Management Association of Southern California
Orange County City Manager Association
Orange County Sanitation District
Palmdale Water District
Rowland Water District
San Gabriel Valley City Managers' Association
Climatec
HdL Companies
National Demographics Corporation

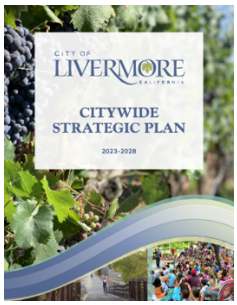
APPENDIX B: SAMPLES

Explore samples more fully: www.TripepiSmith.com/PalmdaleFilm

City of Livermore

Strategic Plan

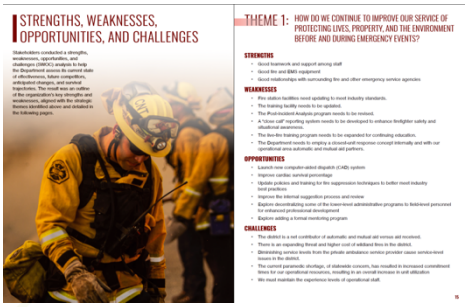
The City of Livermore works with Tripepi Smith on several things. In 2023, Tripepi Smith helped Livermore design their 2022 Strategic Plan, complete with a central infographic and iconography for the sections. Then Tripepi Smith created a video overview of the Strategic Plan, using that infographic as kind of navigational element interspersed with footage.



Santa Clara County Fire Department

Strategic Plan

Tripepi Smith assists the Santa Clara County Fire Department with a wide variety of design, including the recent creation of their recent multi-year Strategic Plan.



City of Aliso Viejo

Econ Dev Brand, Book, Infographics, Presentation

The Economic Development department at the City of Aliso Viejo asked Tripepi Smith to design materials that would build support for planned redevelopment, as well as provide clear information to local businesses about the process. Our designers used GIS maps to create several phase maps, with several matching infographics. We also created the presentation materials with engaging photography, layout and covers for a pocket-folder, enclosed USB, presentation booklet and matching PowerPoint presentation.

California State University San Marcos

Case Statement Brochures/Folders

In 2022, California State University of San Marcos worked with Tripepi Smith Principal, Katherine Griffiths, and Creative Director, Kevin Bostwick, towards the creation of a case statement brochure for their planned Integrated Science & Engineering building. Katherine worked with the CSUSM development and communication teams to write the compelling story of CSUSM's important role as an engine for tech and learning, and Kevin designed a high-end brochure with rich imagery, infographics, and a built-in folder pocket to hold templated inserts the University could customize. The approach worked so well that the University came back in 2023 to have Katherine and Kevin do the same—this time on. a 24-page brochure building the case for funding and expanding the University's powerful mission to be a national center for social mobility.

Culver City

Community-facing Materials for Initiatives (Rent Control, Mobility/Transit)

Tripepi Smith has an ongoing engagement with Culver City for communications in support of ballot measures and other complex information related to tax and real estate regulation. This ongoing informational initiative included design for several media. This ranged from print (e.g. posters and flyers) to digital (explainer videos and content for social media and web). Tripepi Smith Art Director Kevin Bostwick created a "decision tree" infographic to help tenants and landlords navigate the complexity of new rent control regulations. The infographic was designed to be modular, displayable whole but also configured to work within the constraints of the City's web platform and create a click-through, decision making visual aid. In 2021, Tripepi Smith Director Jennifer Fitzgerald and Art Director Kevin Bostwick created a sub-brand for Culver City Transportation in support of their MOVE initiative to transform how residents get around.

City of Napa

State of the City, Fiscal Infographics

Tripepi Smith has been engaged with the City of Napa since late 2019. While the City originally engaged us for retainer services focused on social media creation and management, content writing and website support, they quickly expanded our engagement to include ad hoc graphic design support, video editing, infographic design and HR outreach and promotion. In addition to drafting, scheduling, and monitoring social media posts across all City platforms, Tripepi Smith has drafted written content such as letters from the City Manager, press releases, and radio scripts. On an ad hoc basis, we have completed detailed financial infographics that outlined the potential effects of COVID-19 on City finances (one of these infographics was featured in a MarketWatch article), wrote and designed their 2020 State of the City booklet, edited videos that told the story of local business and City support throughout the pandemic and more.

City of Cupertino

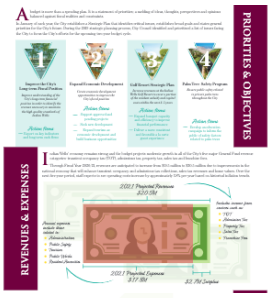
Budget at a Glance, Periodicals, Reports, Branding

After providing the City of Cupertino with a communication assessment in 2015, the City further engaged Tripepi Smith in 2017 to update their style guide and refresh their brand identity. While maintaining the integrity of the current city seal and logo, the City of Cupertino now has an expanded color palette and a clearly defined typography set as a part of their identity. In the process of updating the style guide, Tripepi Smith also updated some of their city templates to be more streamlined and user friendly. In 2019, Tripepi Smith used these brand standards for the City of Cupertino's graphic design. In addition to their monthly publication Scene, Tripepi Smith created infographics and enhanced the layout for their annual Climate Action Plan report.

City of Indian Wells

Budget at a Glance, Financial Planner, Infographics, Mailers

Tripepi Smith used engaging information graphics to translate their budget data into an engaging "Budget-at-a-Glance" mailer that successfully put the information in front of the community in a digestible way.



APPENDIX C: KEY PERSONNEL

Below are for team writers and graphic designers. Full resumes available upon request, or learn more at:

www.TripepiSmith.com/Our-Team

Professional Graphic Design Experience

Creative Director	Kevin Bostwick	25+ years	+ Creative Direction, Branding, Strategy
Senior Graphic Designer	Kjerstin Wingert	8 years	+ Art Direction, Branding, Photography
Senior Graphic Designer	Sara Madsen	5 years	+ Web Designer, Graphic Design
Senior Graphic Designer	Melanie James	7 years	+ Sr. Web Designer, Graphic Design
Junior Graphic Design	Alexis Mendez	1 year	+ Graphic Design
Junior Graphic Designer	Jenni Wechsler	1 year	+ Animation, Graphic Design

*Above list does not include additional photographers, videographers, animators.

Katherine Griffiths, APR – Principal / Editorial Lead

With more than 25 years of experience in nonprofit advancement, Katherine is an award-winning writer and creative director whose work with municipal and higher education clients has earned accolades from the California Association of Public Information Officers, the Council for the Advancement and Support of Education and the College Fraternity Editors Association. Her proficiencies include strategic planning, executive messaging, content development, proofreading and copyediting.

Katherine joined the Tripepi Smith team in November 2016. She previously was director of community relations for the Paine Art Center and Gardens, associate editor for *The ANCHORA* of Delta Gamma Fraternity, publications editor and director of creative services for Claremont McKenna College and a communications consultant for the Claremont University Consortium, Pomona College, Scripps College and the Marshall School of Business at the University of Southern California.

She currently supports administrative and creative projects for Bayshore Consulting, California Choice Energy Authority, California Joint Powers Insurance Authority, Clean Energy Alliance, Energy for Palmdale's Independent Choice, Mt. San Antonio Gardens, MuniEnvironmental, Pico Rivera Innovative Municipal Energy, Pomona Choice Energy, Scripps College and Renne Public Law Group. Her municipal clients include the City of Saratoga and the City of Snoqualmie, Washington.

Melanie James – Senior Business Analyst & Graphic Artist

Melanie James is a talented graphic artist, expert on the WordPress platform, a skilled project manager and a lead for Tripepi Smith's cablecasting and videography services. She has managed and delivered dozens of successful website development projects and has a full suite of creativity skills rooted in her formal graphic arts education. Her skills cover the full Adobe Creative Suite and into HTML and CSS. In addition, she has managed an array of projects ranging from robust digital advertising campaigns to comprehensive video production projects.

Her clients include City of Tracy, City of Daly City, City of Bellflower, City of Huntington Beach, City of Fullerton, City of La Cañada Flintridge, City of Menifee, City of Paramount, Santa Clara County Fire Department, Rowland Water District, and Placer Mosquito Vector Control District. Melanie is a certified Hootsuite Social Marketing Professional and Constant Contact Certified Solutions Provider and has completed the University of Southern California Executive Education Forum for Local Leaders and the University of California, Irvine Public Policy Making Academy II.

Kevin Bostwick – Creative Director

Kevin Bostwick is an experienced Art Director and creative manager. He delivers powerful ideas visually, distilling unexpected stories from challenging content and designing media for understanding and absorption. He directs and executes for digital, interactive and print mediums, delivering across a blend of channels, particularly for learning, data-display and presentation. His work for major clients has included digital tools, logos, presentation, interactive learning, advertising and print design. He navigates the whole ecosystem, working with high-powered stakeholders to shape concepts, UX, branding, strategy, writing, asset management, information architecture and infographics.

Kevin's clients have included California State University San Marcos, Clean Energy Alliance (power provider for the cities of Carlsbad, Del Mar, Escondido, Oceanside, San Marcos, Solana Beach and Vista), Orange County (Health & Human Services, Social Services), City of Aliso Viejo, Culver City, City of Napa, City of San Leandro, City of Manteca, City of Livermore, City of Palmdale, Pivot Charter Schools, California Joint Powers Insurance Authority and Renne Public Law Group.

Kjerstin Wingert – Senior Graphic Artist / Photographer

Kjerstin is a Senior Graphic Designer with Tripepi Smith. After studying Business Administration at both the Ecole Supérieure Libre Des Sciences Commerciales Appliquéesis in Paris and Concordia University in Irvine, Kjerstin went on to receive her Advanced Production Certificate in Graphic Design from Golden West College in Huntington Beach. She began working as a freelance graphic designer in 2012 and joined the Tripepi Smith staff in 2015. Kjerstin has advanced knowledge of various creative platforms including Adobe Illustrator, Adobe Photoshop and Adobe InDesign. Kjerstin has experience leading an array of creative projects including layout, graphic design, illustration and creative concept development.

Her client work includes: City of La Cañada Flintridge, City of Culver City, City of Duarte, City of Cupertino, City of Saratoga, City of Livermore, California Joint Powers Insurance Authority and Costa Mesa Sanitary District. Kjerstin is a certified Hootsuite Social Marketing Professional. She also completed the University of Southern California Executive Education Forum for Local Leaders and the University of California, Irvine Public Policy Making Academy.

Sara Madsen – Senior Business Analyst / Graphic Artist

Sara Madsen has a skill set that is simultaneously wide and deep, ranging from graphic design to website development to account and project management; she is one of Tripepi Smith's most trusted 'Swiss Army knives.' With a formal education in marketing and environmental sustainability from San Diego State University, Sara brings technical prowess and creative savvy to the clients she serves. Her work as a Senior Business Analyst includes providing key account management support and project leadership, while concurrently delivering on a variety of creative projects.

Her clients include City of Laguna Hills, City of Lomita, City of Paramount, City of Orange, City of Yucca Valley, City of Indian Wells, City of Pico Rivera, Clean Energy Alliance, CalChoice, Pomona Choice Energy, Palmdale Energy, Pivot Charter Schools, California Urban Forest Council, Renne Public Law Group and TS Talent Solutions. Sara is certified as a Google Analytics, Constant Contact Certified Solutions Provider and Hootsuite Social Marketing Professional. She has also completed the Public Policy Making Academy II at the University of California, Irvine and the Executive Education Forum for Local Leaders at the University of Southern California.

Jenni Wechsler – Junior Graphic Designer

A strategic thinker, fast learner with a strong work ethic and passion for graphic design, Jenni Wechsler brings experience in graphic design, photography and video editing. With a degree in Psychology from University of Southern California, she knows not only how to tell a story, but how to creatively tailor it to convey the vision and values of an organization. She enhanced her graphic design skills during her time freelancing at Relationship Cubed, where she designed branding, course materials and photo assets. In addition, she is versed in the nuances of the psychology world.

Jenni's client work includes graphic design for City of Irvine, Culver City, City of Jurupa Valley, City of San Fernando, City of Southgate, City of Costa Mesa, City of Lomita, City of La Cañada Flintridge, City of Orinda, Costa Mesa Sanitary District, Pomona Choice Energy and Clean Energy Alliance (power provider for the cities of Carlsbad, Del Mar, Escondido, Oceanside, San Marcos, Solana Beach and Vista). Jenni is a certified Hootsuite Social Marketing Professional.

City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **ECONOMIC & COMMUNITY DEVELOPMENT DEPARTMENT ECONOMIC DEVELOPMENT DIVISION**

DISTRICT: **ALL**

SUBJECT: **ADOPT RESOLUTION NO. CC 2026-043, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE AUTHORIZING PARTICIPATION IN THE OPPORTUNITY ZONES 2.0 PROGRAM NOMINATION PROCESS CONSISTENT WITH THE STATE OF CALIFORNIA'S PUBLISHED ELIGIBILITY AND SELECTION CRITERIA**

RECOMMENDATION

Staff recommend that the City Council:

1. Adopt Resolution No. CC 2026-043, a Resolution of the City Council of the City of Palmdale, authorizing participation in the Opportunity Zones 2.0 program nomination process consistent with the State of California's published eligibility and selection criteria; and,

2. Authorize the City Manager, or his designee, to submit the City's Opportunity Zones 2.0 nomination package to the State of California for review and consideration.

BACKGROUND

Opportunity Zones (OZ) are a federal economic development tool that provides tax incentives intended to encourage private investment in economically distressed communities. The original program was established in 2018 and is scheduled to expire on December 31, 2028. The City of Palmdale currently contains federally designated OZ established under the original program. In 2025, Congress enacted OZ 2.0 as a permanent successor program and initiated a new state-led nomination process for future OZ designations beginning in 2026.

DISCUSSION

OZ 2.0 is intended to encourage private investment, housing development, job creation, and economic growth through federal tax incentives for qualified investments.

The State of California has established a framework for evaluating and prioritizing eligible areas based on factors including economic distress, housing need, displacement risk, regional economic priorities, and development readiness.

Approval of this item authorizes the City Manager, or his designee, to submit the City's nomination package to the State of California as part of the OZ 2.0 nomination process. The State of California will determine which recommended areas are ultimately forwarded to the U.S. Department of the Treasury for designation under OZ 2.0. Final designation decisions are made through the federal certification process and are not guaranteed.

Maintaining eligibility under the OZ program may help the City attract private investment, support housing production, encourage job creation, and complement other economic development initiatives. The City's existing OZ designations are scheduled to expire on December 31, 2028. Participation in the OZ 2.0 process is necessary for the City to be considered for future designation under the successor program.

FISCAL IMPACT

$0; Opportunity Zones provide federal tax incentives intended to encourage private investment in designated areas. The City anticipates the program may support future private-sector investment, housing production, and job creation.

STRATEGIC PLAN

Goal II: Ensure long-term fiscal health of the City and maintain funding for services.

D. Pursue alternative financing opportunities for continued infrastructure improvements and qualify community programs.

Prepared by:	Megan Taggart, Director of Economic & Community Development
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

None

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2026-043

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE AUTHORIZING PARTICIPATION IN THE OPPORTUNITY ZONES 2.0 NOMINATION PROCESS

WHEREAS, the Opportunity Zones program was established in 2018 to spur economic development and job creation in distressed communities through federal tax incentives; and

WHEREAS, the City of Palmdale currently contains federally designated Opportunity Zones established under the original program; and

WHEREAS, the federal Opportunity Zones 2.0 framework authorizes Governors to nominate eligible areas for certification by the U.S. Department of the Treasury; and

WHEREAS, the State of California, through the Governor's Office of Business and Economic Development (GO-Biz), is currently accepting local recommendations as part of the Opportunity Zones 2.0 nomination process; and

WHEREAS, participation in the Opportunity Zones 2.0 nomination process may help continue to attract private investment, support housing production, encourage job creation, and complement local economic development initiatives;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PALMDALE;

SECTION 1. The City Council approves participation in the Opportunity Zones 2.0 nomination process consistent with the State of California's published eligibility and selection criteria.

SECTION 2. The City Manager, or his designee, is authorized to submit the City's nomination package and supporting materials to the State of California as part of the Opportunity Zones 2.0 nomination process.

SECTION 3. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED and **ADOPTED** this 7th day of July, 2026.

_____
Eric Ohlsen, Mayor

APPROVED AS TO FORM:

_____
Alexandra Severino
City Attorney

ATTEST:

_____
Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of the City of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 7th day of July, 2026 by the following roll call vote:

AYES: _____

NOES:_____

ABSTAIN:_____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT HOUSING DIVISION**

DISTRICT: **ALL**

SUBJECT: **APPROVE AGREEMENTS WITH AVANT-GARDE, INC., AND LDM ASSOCIATES, INC., FOR TECHNICAL ASSISTANCE SERVICES FOR CONSOLIDATED PLAN PROGRAMS, EACH IN AN AMOUNT NOT TO EXCEED $270,000 FOR A COMBINED TOTAL OF $540,000 AND EACH FOR THREE-YEAR TERM WITH THE OPTION TO EXTEND FOR TWO ADDITIONAL ONE-YEAR TERMS**

RECOMMENDATION

Staff recommend that the City Council:

1. Approve Agreement No. A-9907 with Avant-Garde, Inc., for technical assistance services for Consolidated Plan Programs, in an amount not to exceed $270,000 for an initial three-year term, with the option to extend for two additional one-year terms;

2. Authorize the City Manager or his designee to execute Agreement No. A-9907 with Avant-Garde, Inc., for technical assistance services, including minimal and/or non-substantial changes;

3. Approve Agreement No. A-9908 with LDM Associates, Inc., for technical assistance services, in an amount not to exceed $270,000 for an initial three-year term, with the option to extend for two additional one-year terms; and,

4. Authorize the City Manager or his designee to execute Agreement No. A-9908 with LDM Associates, Inc., including minimal and/or non-substantial changes.

BACKGROUND

The Consolidated Plan Programs are federally funded grant programs administered by the U.S. Department of Housing and Urban Development (HUD). Through these programs, the City receives annual allocations of Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) funds.

Administration associated with these funding sources and other funding through the Community Development Block Grant Coronavirus Response Program (CDBG-CV), Neighborhood Stabilization Program (NSP), HOME Investment Partnerships Program American Rescue Plan (HOME-ARP), and the American Rescue Plan Act (ARPA) require ongoing compliance, reporting, financial management, monitoring, and grant closeout activities.

Due to the specialized nature of administration of these programs, technical assistance services from qualified firms to augment and support City initiatives are required.

DISCUSSION

On March 19, 2026, the City issued a Request for Proposals (RFP) for Consultant and Technical Assistance Services for Consolidated Plan Grant Programs through the PlanetBids procurement system. Services requested include, but are not limited to, technical assistance, grant administration, compliance monitoring, environmental review, reporting, subrecipient monitoring, labor standards compliance, and other support services associated with the administration of the City's federally funded housing and community development programs.

On April 21, 2026, five proposals were received. Consistent with the RFP procurement process, the evaluations prioritized the proposer's organizational qualifications and experience, proposed staffing and management approach, technical proposal, and cost proposal. The table below summarizes the weighted evaluation criteria used in this process:

Criteria	Available Points
Organizational Structure, Qualifications, and Experience of Firm	30
Proposed Staffing and Management Plan	30
Technical Proposal	30
Cost Proposal	10
Total	**100**

Each evaluator scored the proposals independently, and the firms were ranked as follows:

Rank	Vendor	Location	Cost Proposal	Selection Notes
1	Avant-Garde, Inc.	Diamond Bar, CA	$262,200	Selected for expertise in improving grant administration systems and compliance/reporting.

2	LDM Associates, Inc.	Rancho Cucamonga, CA	$239,250	Selected for institutional knowledge of City programs and continuity of existing work.
3	Thurmond Consulting, LLC	Sacramento, CA	$292,500	
4	Chrysalis Research & Consulting, LLC	Atlanta, GA	$153,000	
5	Rusch Co., Inc.	Manteca, CA	$350,820	

Evaluators determined that Avant-Garde, Inc., and LDM Associates, Inc., provide differing strengths and are both highly qualified to perform the required services.

Avant-Garde, Inc., provides expertise in modernizing grant administration systems, improving operational efficiency, and strengthening compliance and reporting processes.

LDM Associates, Inc., provides institutional knowledge of the City's grant programs, including compliance history, reporting processes, and prior Consolidated Plan initiatives, and supports continuity of ongoing and legacy projects.

Given ongoing federal compliance requirements, increased project activity, and recent staffing transitions within the Housing Division, a multi-award approach is recommended to ensure sufficient capacity and technical expertise to administer the City's grant portfolio, reduce operational risk, and maintain modernization support and institutional continuity, while supporting the strategic reprioritization and realignment of partnerships and program delivery.

FISCAL IMPACT

$540,000; Comprised of $270,000 for each agreement. Funding for these agreements utilizes CDBG, HOME, NSP, HOME-ARP, and ARPA funds. No General Fund dollars will be used.

STRATEGIC PLAN

Goal II: Ensure long-term fiscal health of the City and maintain funding for services.

A. Manage resources, costs, and liabilities to ensure the City's long-term fiscal health.

Prepared by: Megan Taggart, Director of Economic and Community Development

Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Agrmt No. A-9907 with Avant-Garde, Inc.
Proposal Avant-Garde, Inc.,
Fee Schedule Avant-Garde, Inc.,
Agrmt No. A-9908 with LDM Associates, Inc.
Proposal LDM Associates, Inc.
Fee Schedule LDM Associates, Inc.

AGREEMENT NO. A-9907
CONTRACT FOR CONSULTANT SERVICES
BETWEEN THE CITY OF PALMDALE AND AVANT-GARDE, INC

THIS CONTRACT FOR CONSULTANT SERVICES ("Contract" herein) is made and entered into by and between the City of Palmdale a public body corporate and politic, (hereinafter called "CITY") and AVANT-GARDE, INC (hereinafter called "CONSULTANT"). This Contract shall become effective on the date of the last signatory.

RECITALS

WHEREAS**,** City desires to engage CONSULTANT to provide certain consultant services; and

WHEREAS, CONSULTANT represents that CONSULTANT has the expertise and is qualified to perform the services described in this Contract. And, if required, is duly registered under the laws of the State of California; and

WHEREAS, CONSULTANT desires to accept such engagement.

NOW, THEREFORE, the parties agree as follows:

1 DESCRIPTION OF WORK

1.1 The City hereby engages CONSULTANT, and CONSULTANT accepts such engagement, to provide the following services:

In the provision of technical assistance and support to City Staff in the administration and implementation of the following programs:

• Community Development Block Grant (CDBG)
• Community Development Block Grant – Coronavirus (CDBG-CV)
• Home Investment Partnerships Program (HOME) – CFDA 14.239
• Neighborhood Stabilization Program (NSP), including related closeout and conversion activities associated with CDBG, as applicable – CFDA 14.218
• HUD HOME American Rescue Plan (HOME-ARP) – CFDA 14.239
• U.S. Treasury Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) aka ARPA – CFDA 21.027

Services shall support the City in ensuring compliance with all applicable Federal, State, and Local regulations, including HUD and U.S. Treasury requirements, including CSLFRF Final Rule requirements and related federal guidance, as further detailed in Exhibit A – ARPA Compliance Requirements (31 CFR Part 35).

General Grant Administration Services: (Applicable to all Programs)

The Consultant shall provide comprehensive technical assistance and program administration services to ensure the City maximizes resources, maintains compliance, and efficiently implements all funded programs. Services may include but

are not limited to:

• Work with City staff to determine project eligibility.
• Monitor programs to ensure compliance with Federal, State, and Local requirements.
• Review completed projects for compliance prior to closeout.
• Monitor projects in preparation for audits and HUD monitoring visits.
• Be available on-site, as needed, during HUD monitoring visits and external City audits.
• Prepare required reports and performance documentation.
• Prepare drawdown requests and reimbursement documentation.
• Input and maintain records in applicable grant management systems (e.g., IDIS, DRGR, SPEARS, HEROS, Treasury reporting portals).
• Maintain complete and current administrative files.
• Assist in identification, management, and completion of funded projects.
• Provide subrecipient monitoring and beneficiary verification.
• Monitor public service subrecipients and capital improvement projects.
• Provide Davis-Bacon, Section 3, and MBE/WBE monitoring of construction projects
• as required by Federal Labor Standards.
• Prepare required Environmental Review documentation.
• Prepare funding plans and administrative plans as required.
• Develop or revise program guidelines, policies, and procedures.
• Assist in preparation of Requests for Proposals (RFPs) and procurement activities.
• Assist with administration of contracts, including review and processing of invoices.
• Provide ongoing technical assistance and regulatory guidance.
• Train and coach City staff on grant systems and compliance requirements.
• Provide written and oral translation of information for public notices and community meetings as needed.
• Support grant closeout processes.
• Ensure files are maintained and accessible for seven years after grant close-out.
• Implementation and administration of residential rehabilitation and housing preservation programs, including related program management, compliance, project coordination, reporting, and administrative support activities.
• Any such other activities as required to properly administer programs.

Program-Specific Services

CDBG and CDBG-CV
• Prepare One-Year Action Plan and annual funding application.
• Prepare Consolidated Annual Performance and Evaluation Report (CAPER).
• Prepare Quarterly Cash Transaction and Quarterly Performance Reports.
• Prepare Labor Standards (4710), Section 3 and Minority and Women Owned Business (2516) Reports.
• Coordinate with HUD field office staff on program matters.

HOME
• Prepare HOME Match Report.
• Conduct annual monitoring of housing developments funded with Consolidated

Plan Grant funds, including initial setup of monitoring systems.

NSP
• Prepare required HUD reports, including Quarterly Cash Transaction and Quarterly Performance Reports.
• Maintain DRGR records and activity setup.
• Prepare NSP drawdown requests.
• Coordinate with HUD field office staff on NSP-related matters.

HOME-ARP
• Draft and complete HOME-ARP Action Plans and substantial amendments.
• Prepare supporting documentation required by HUD.
• Support program launch, implementation, and reporting.

CSLFRF
• Assist the City in establishing the City's SLFRF plan, including identification of projects and subrecipients.
• Prepare required Treasury reporting and compliance documentation.
• All services related to ARPA and CSLFRF shall be performed in accordance with exhibit A – ARPA Compliance Requirements, which is incorporated herein by reference.

CONSULTANT shall perform and complete all such work and services in a manner satisfactory to CITY.

1.2 Project deliverables shall be reviewed and approved by CITY to determine acceptable completion. CITY shall have the right to review and inspect the work during the course of its performance at such times as may be specified by CITY.

1.3 CONSULTANT shall not accept any change of scope, or change in contract provisions, unless issued in writing, as a contract change order or amendment and signed by CITY. Any extensions of time must be mutually agreed upon in writing and executed by both parties.

1.4 CITY shall provide to CONSULTANT, without charge, all data, program information, including reports, records, maps, and other information, now in CITY's possession, which may facilitate the timely performance of the work.

2 CITY PROJECT MANAGER

To provide the services required by this Contract, CONSULTANT shall act under the authority and approval of a Project Manager appointed by CITY. The City Project Manager will oversee the work under this Contract, assist CONSULTANT with any necessary information, audit billings, and approve payments. CONSULTANT shall channel reports, deliverables, and special requests through the City Project Manager.

3 CONSULTANT'S KEY PERSONNEL

CONSULTANT's Team and Key Personnel are as follows:

See Exhibit B

This Consultant Services Contract has been awarded to CONSULTANT based on its representation that those personnel and subcontractors listed above will perform the portions of the work listed herein. CONSULTANT shall not deviate nor substitute any of these team members without prior written approval by CITY.

4 CONTRACT TERM

The term of this contract is three (3) years, commencing on the effective date, with CITY reserving the option to extend the agreement for two (2) additional terms of one year each.

5 TAXES

5.1 CONSULTANT shall pay all sales, consumer, use, and other similar taxes required to be paid by CONSULTANT in accordance with state and local laws.

5.2 CONSULTANT is an independent contractor and shall have no power or authority to incur any debt, obligation, or liability on behalf of CITY. No person employed by CONSULTANT or acting on its behalf, in connection with this Contract shall be considered the Agent or employee of CITY.

5.3 CONSULTANT shall be required to obtain a current City of Palmdale business license, as required by the Palmdale Municipal Code, before an Authorization to Proceed is issued.

6 PATENT FEES AND ROYALTIES

CONSULTANT shall pay all license fees and royalties and assume all costs incident to the use, in the performance of the work or the incorporation in the work of any invention, design, process, product or device which is the subject of patent rights or copyrights held by others. If a particular invention, design, process, product or device is specified by CITY for use in the performance of the work and if, to the actual knowledge of CITY, its use is subject to patent rights or copyrights calling for the payment of any license fee or royalty to others, the existence of such rights shall be disclosed by CITY in the contract documents. CONSULTANT shall indemnify and hold harmless CITY and anyone directly or indirectly employed by CITY from and against all claims, damages, losses and expenses (including attorneys' fees) arising out of any infringement of patent rights or copyrights incident to the use in the performance of the work, or resulting from the incorporation in the work of any invention, design, process, product or device not specified by CITY, and shall defend all such claims in connection with any alleged infringement of such rights.

7 STANDARDS OF PERFORMANCE

CONSULTANT shall be responsible for the completeness and accuracy of its services and work and documents resulting there from, and CITY shall not be responsible for discovering deficiencies therein. CONSULTANT shall correct any such deficiencies or errors without additional compensation and without cost to CITY, except to the extent any such deficiency is directly attributable to deficiencies in CITY -furnished information.

8 CONSULTANT'S PERSONNEL

8.1 All services required under this Contract shall be performed by CONSULTANT, or under CONSULTANT'S direct supervision, and all personnel shall possess the qualifications, permits and licenses required by State and local law to perform such services.

8.2 CONSULTANT shall be solely responsible for the satisfactory work performance of all personnel engaged in performing services required by this Contract, and compliance with all reasonable performance standards established by CITY.

8.3 CONSULTANT shall be responsible for payment of all CONSULTANT's employees' and subcontractor's wages and benefits and shall comply with all requirements pertaining to the employer's liability, workers' compensation, unemployment insurance, and Social Security.

8.4 CONSULTANT shall indemnify and hold harmless CITY, and its respective officers, agents and employees from and against all claims, demands, damages or costs arising from CONSULTANT's acts or omissions with respect to any liability, damages, claims, costs and expenses of any nature arising from alleged violations of personnel practices.

9 COMPENSATION

9.1 For all of work and services including the various phases of tasks as described in Section 1, CITY shall pay to CONSULTANT an amount not to exceed the sum of Two Hundred Seventy Thousand dollars ($270000), payable as follows:

The estimated budget to accomplish the scope of services are as follows:

Contract Not-to-Exceed Amount (Three-Year Term): $270,000.00

Rate Schedule (Hourly Billing Rates):

Ana Marie LeNoue $170.00
Lissette Montoya $170.00
Christina Roseberry $170.00
Sara Cortes De Pavon $170.00
Melissa Aguilar $170.00
Liza Lopez $140.00
Ishah Ahumada $140.00
Cindy Hernandez $140.00
Khristynne Aramouni $140.00
Summer Mann $125.00
Norma Lopez $125.00
Ashley Sanchez $125.00
David Sanchez $125.00
Adriana Robledo $110.00

Compensation under this Agreement is contingent upon the City's receipt and appropriation of sufficient state and/or federal funds.

The Contract Price is CONSULTANT'S estimate of its charges for all of the services, including all labor, equipment, material, subcontractor and reimbursable costs, to be provided under this Agreement. Progress payments shall be made on a time and material basis. Final payment shall be made upon completion of all services and City acceptance of all deliverables, not-to-exceed the Contract Price.

9.2 CONSULTANT shall perform no work in excess of the total contract price without prior written approval of CITY. Total contract price includes expenses related to travel to and from CITY to meet with City and to appear, if so required, before City Council or any other board or commission of CITY.

9.3 CONSULTANT shall maintain adequate records and shall permit inspection and audit by CITY of CONSULTANT's charges under this Contract. CONSULTANT shall make such records available to CITY during normal business hours upon reasonable notice. Nothing herein shall convert such records into public records, and they will be available only to CITY and any specified public agencies. Such records shall be maintained by CONSULTANT for one (1) year following completion of the work under this Contract unless a longer period of time is required by state or federal law, in which event CONSULTANT shall retain its records for the time required by such laws.

9.4 No payment made hereunder by CITY to CONSULTANT, shall be construed as an acceptance by CITY of any work or materials, nor as evidence of satisfactory performance by CONSULTANT of its obligations under this Contract.

10 INDEMNIFICATION

To the fullest extent permitted by law, CONSULTANT and any contractors or subcontractors working on its behalf agree to indemnify CITY, its officers, employees, agents and elected and appointed boards (hereinafter "Indemnified Parties") for any loss, claim, demand, cause of action, cost, expense, damage, obligation or liability which arises out of or is in any way connected with the performance of any work under this agreement, including any acts or omissions, willful misconduct or negligent conduct, whether active or passive, on the part of CONSULTANT, its contractors or subcontractors, and regardless of any acts, omissions or negligence (whether active or passive) of any person or entity indemnified hereunder. At their own expense, CONSULTANT and, as applicable, any contractors or subcontractors working on its behalf, shall defend any suit, claim or action against the Indemnified Parties founded upon such loss, claim, demand, cause of action, cost, expense, damage, obligation or liability. CONSULTANT shall ensure that the contract of any contractor or subcontractor working under this agreement contain an indemnity agreement, requiring the contractor or subcontractor to indemnify and defend the Indemnified Parties pursuant the terms set forth above. CONSULTANT shall indemnify the Indemnified Parties, and save it harmless from any and all loss, damage, costs, expenses and attorney's fees suffered or incurred on account of any breach of the aforesaid obligations and covenants, and any other provision or covenant of this agreement.

11 INSURANCE

11.1 CONSULTANT, at its expense, shall maintain in effect at all times during the performance of work under this Contract not less than the following coverage and limits of insurance, which shall be maintained with insurers listed "A" or better in the Best's Insurance Guide and authorized to do business in the State of California. **Proof of Insurance, as identified in Section 11.8, must be reviewed and accepted by the City Attorney**.

11.1.1 Workers' Compensation and Employer's Liability

- Workers' Compensation—coverage as required by the State of California
- Employer's Liability:
  $1,000,000.00 each accident
  $1,000,000.00 policy limit bodily injury
  $1,000,000.00 each employee bodily injury by disease

11.1.2 Professional Liability (Errors & Omissions) Insurance*

- $1,000,000 limit on a per occurrence basis

11.1.3 Commercial General Liability

- $1,000,000.00 limit on a per occurrence basis
- $2,000,000.00 general aggregate limit

11.1.4 Commercial Automobile Liability

- $1,000,000.00 combined single limit including owned, non-owned and hired automobile coverage

11.2 All of CONSULTANT's policies shall contain an endorsement providing that written notice shall be given to CITY at least thirty- (30) calendar days prior to termination, cancellation or reduction of coverage in the policy.

11.3 Policies providing for bodily injury and property damage coverage shall contain the following:

A. An endorsement extending coverage to the City as an additional insured, in the same manner as the named insured, as respects liability arising out of the performance of any work under the Contract. Such insurance shall be primary insurance, as respects the interest of the City, and any other insurance maintained by the City shall be considered excess coverage and not contributing insurance with the insurance required hereunder. The certificate and endorsements shall state: "The City of Palmdale, the Successor Agency of the Community Redevelopment Agency of the City of Palmdale, Palmdale Civic Authority, Industrial Development Authority of the City of Palmdale, Palmdale Airport Authority, their officers, agents, employees and volunteers are named as additional insured's."

B. "Severability of Interest" clause.

11.4 Promptly on execution of this Contract, and prior to commencement of any work, CONSULTANT shall deliver to CITY certificates of insurance and

endorsements to all required policies demonstrating that CONSULTANT has the required coverage and showing the required named insureds. Within five (5) days of written request from CITY, CONSULTANT shall deliver to CITY full and complete copies of all insurance policies required by this Contract.

11.5 The requirements as to the types and limits of insurance to be maintained by CONSULTANT are not intended to and shall not in any manner limit or qualify CONSULTANT's liabilities and obligations under this Contract.

11.6 Any policy or policies of insurance that CONSULTANT elects to carry as insurance against loss or damage to its equipment and tools or other personal property used in the performance of this Contract shall include a provision waiving the insurer's right of subrogation against CITY.

11.7 All insurance coverage must be maintained throughout the duration of this Contract.

11.8 Acceptable Proof of Insurance:

11.8.1 ACORD Certificate of Insurance listing all coverages, limits, deductibles and insureds; and endorsements for all applicable coverages if agent has authority to issue it; Additional insured Form CG20101185 or CG20100707 and CG20370704 or equivalent must be provided for general liability coverage. Additional insured form CA0001 must be provided for automobile liability coverage.

11.8.2 Agents must confirm that policy endorsements have been ordered from the respective insurance companies. Upon issuance, policy endorsements listing all insurers must be submitted to the City Attorney.

11.8.3 *When professional (E&O) liability coverage is provided on a "claims made basis", CONSULTANT will continue to renew the insurance for a period of five (5) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Agreement, and will cover CONSULTANT, or its officers, employees, or agents during the time this Agreement was in effect.

11.9 Notwithstanding any other provision of this Contract, CITY may immediately terminate this Contract if, at any time CONSULTANT fails to maintain the required insurance for any period of time or fails to comply with any of the insurance requirements listed above.

11.10 CONSULTANT shall require any and all subcontractor's working on its behalf to provide insurance coverages and limits that are based on the scope of work and nature of risk being performed by the subcontractor. Any and all subcontractors working on behalf of CONSULTANT shall be subject to all other insurance requirements that are stated herein.

Any deviation in this requirement will be CONSULTANT's sole risk. CONSULTANT's insurance requirements in Section 11 will not be impacted and/or limited by such deviation.

12 TERMINATION WITHOUT CAUSE

CITY reserves the right to terminate this Contract or any part thereof for its sole convenience with fifteen (15) days written notice. In the event of such termination, CONSULTANT shall immediately stop all work hereunder, and shall immediately cause any of its suppliers and sub-consultants to cease such work. CONSULTANT shall also surrender to CITY all finished or unfinished documents or programs and other materials, which shall be City's property. As compensation in full for services performed to the date of such termination, the CONSULTANT shall receive an amount equal to the value of the work completed as of the termination date in accordance with the fee schedule or as negotiated between the parties. In no event shall the amount payable upon termination exceed the total maximum compensation provided for in this Contract.

13 TERMINATION FOR CAUSE

13.1 If the City determines that the CONSULTANT has failed to supply an adequate working force, or to provide services of proper quality, or has failed in any other respect to satisfactorily perform the services specified in this Contract, the City shall give written notice to the CONSULTANT specifying all defaults to be remedied within thirty (30) days. Such notice shall set forth the basis for the City's dissatisfaction and suggest corrective measures. If, after thirty days, the CONSULTANT has failed to implement the corrective measures, the City may elect to terminate this Contract, in whole or in part.

13.2 In the event the City terminates this Contract in whole or in part as provided herein above, the City may procure, upon such terms and in such manner, as it may deem appropriate, services similar to those terminated.

13.3 If this Contract is terminated as provided above, the City may require the CONSULTANT to provide all finished or unfinished documents, data, studies, software, drawings, maps, photographs, reports, etc., prepared by the CONSULTANT. Upon such termination, the CONSULTANT shall be paid an amount equal to the value of the services provided and work performed as of the date of termination. Such payment by the City may take into consideration the costs associated with hiring another CONSULTANT to complete the services. In the event no new CONSULTANT is employed, the CONSULTANT shall be paid an amount equal to the value of the work performed. In ascertaining the value of the work performed up to the date of termination, consideration shall be given to both completed work and work in progress, to complete and incomplete documents when such are delivered to CITY, and to authorized reimbursement expenses.

The above is in addition to any other remedies available by law or equity to the City.

13.4 If, after notice of termination of the Contract under the provisions of this Section 13, it is determined, for any reason, that CONSULTANT was not in default, or that the default was excusable, then the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to Section 12.

14 DISPUTE RESOLUTION

All claims, disputes, and other matters in question between CITY and CONSULTANT arising out of, or relating to this Contract, or the breach thereof shall, to the extent reasonably feasible, be resolved through good faith negotiations between the parties.

15 OWNERSHIP AND DELIVERY OF WORK PRODUCT:

All documents, data, reports, studies, analyses, field notes, investigations, plans, specifications, software, programs, manuals, instructions, and other materials of any nature, whether complete or incomplete, that are prepared, developed, or produced by CONTRACTOR or Contractor's subcontractors in the performance of this Agreement (collectively, "Work Product") shall be the exclusive property of the CITY. All Work Product shall be delivered to or left with the CITY upon completion, expiration, or termination of this Agreement. Upon request, CONTRACTOR shall provide the CITY with originals and reproducible and electronic copies of all Work Product. Electronic copies shall be provided in an unprotected format that allows the CITY to copy, reproduce, modify, and use the Work Product without restriction.

16 OWNERSHIP OF INTELLECTUAL PROPERTY:

The Work Product and all intellectual property rights therein shall be deemed "works made for hire" under the United States Copyright Act (17 U.S.C. § 101 et seq.), and the CITY shall be deemed the author and exclusive owner thereof, in perpetuity and worldwide.
To the extent any Work Product does not qualify as a work made for hire, CONTRACTOR hereby irrevocably assigns, transfers, and conveys to the CITY all right, title, and interest in and to such Work Product, including all copyrights, trademarks, patents, and other proprietary rights. CONTRACTOR consents to the use of CONTRACTOR's name in conjunction with the sale, use, performance, and distribution of Work Product, for any purpose and in any medium.

CONTRACTOR agrees to execute any documents and take any actions reasonably requested by the CITY to confirm or perfect the CITY'S ownership of such rights.

CONTRACTOR waives any and all moral rights or similar rights under California Civil Code section 980 or any other applicable law to the extent permitted by law.

17 SUBCONTRACTING, DELEGATION AND ASSIGNMENT

17.1 CONSULTANT shall not delegate, subcontract or assign its duties or rights hereunder, either in whole or in part, without the prior written consent of CITY; provided, however, that claims for money due or to become due to CONSULTANT from CITY under this Contract may be assigned to a bank, trust company or other financial institution without such approval. Any proposed delegation, assignment or subcontract shall provide a description of the services covered, identification of the proposed assignee, delegates or subcontractor, and an explanation of why and how the same was selected, including the degree of competition involved. Any proposed agreement with an assignee, delegates or subcontractor shall include the following:

A. The amount involved, together with CONSULTANT's analysis of such cost or price; and

B. A provision requiring that any subsequent modification or amendment shall be subject to the prior written consent of CITY.

C. The requirement to hire only those persons authorized by federal law to work in the United States.

17.2 Any assignment, delegation or subcontract shall be made in the name of CONSULTANT and shall not bind or purport to bind CITY and shall not release CONSULTANT from any obligations under this Contract including, but not limited to, the duty to properly supervise and coordinate the work of employees, assignees, delegates and subcontractors. No such assignment, delegation or subcontract shall result in any increase in the amount of total compensation payable to CONSULTANT under this Contract.

18 NON-DISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY

18.1 In performance of this Contract, CONSULTANT shall not discriminate against any employee, subcontractor, or applicant for employment because of sex, color, race, religion, ancestry, national origin, disability, medical condition, marital status, sexual orientation, or age. CONSULTANT will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their sex, color, race, religion, ancestry, national origin, disability, medical condition, marital status, sexual orientation or age. Affirmative action relating to employment shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

19 SB 1383 COMPLIANCE

CONTRACTOR shall comply with all applicable requirements of California Senate Bill 1383 (SB 1383) and related regulations concerning the reduction of organic waste, diversion from landfills, and edible food recovery.

20 FINANCIAL INTEREST CERTIFICATION

20.1 CONSULTANT warrants that no person has been employed or retained to solicit or secure this Contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee; and that no officer or employee of the CITY has any interest, financially or otherwise, in CONSULTANT's firm.

20.2 For breach or violation of this warranty, CITY shall have the right to annul this Contract without liability, or at its discretion to deduct from the Contract Price or consideration, the full amount of such commission, percentage, brokerage or contingent fee.

21 CONFLICT OF INTEREST

21.1 CONSULTANT stipulates that its officers and employees do not now have a conflict of interest and it further agrees for itself, its officers and its employees that it will not contract for or accept employment for the performance of any work or services with any individual business, corporation or government unit that would

create a conflict of interest in the performance of its obligations pursuant to this Contract or which would cause CONSULTANT to be “financial interested” (as provided in California Government Code Section 1090 et seq. or 87100 et seq.) in any contract or decision made by CITY on any matter.

21.2 CONSULTANT shall not employ any City official or employee to perform any work required pursuant to this Contract.

21.3 If CONSULTANT is a registered professional engineer or licensed land surveyor and the scope of work requires CONSULTANT’S recommendation of the actual formula to spread the costs of an assessment district’s improvements, then CONSULTANT shall not participate in making that recommendation if the additional elements set forth in Government Code section 87100.1(c) apply. Those additional elements are: (1) CONSULTANT has received income of $250 or more for professional services in connection with any parcel included in the benefit assessment district within 12 months prior to the creation of the district; and (2) the district includes other parcels in addition to those parcels for which CONSULTANT received the income. In the event a conflict of interest does arise in that context, City shall select a different CONSULTANT to recommend the actual formula to spread the costs of the assessment district’s improvements and the costs of such services shall be deducted from the compensation to be paid to CONSULTANT.

21.4 To the extent required by the City Manager/designee, CONSULTANT shall complete and file with the City Clerk a Form 700 Statement of Economic Interests disclosing any reportable property interests, income, gifts, investments, or business positions.

22 COMPLIANCE WITH LAW

22.1 CONSULTANT shall comply with all state and federal laws, including but not limited to, the requirement to hire only those persons authorized by federal law to work in the United States. If CONSULTANT uses any subcontractors to complete this Contract, this same requirement shall be included in all subcontracts and strictly enforced by CONSULTANT.

22.2 The law of the state of California shall govern this Contract. The venue of any legal action, either formal or informal, shall be the County of Los Angeles.

23 HEALTH AND SAFETY PROVISIONS

A. CONTRACTOR and all subcontractors shall abide by all health and safety mandates issued by federal, state, county, City of Palmdale, and/or public health officers, and worksite-specific mandates. If multiple mandates exist, the CONTRACTOR and subcontractors shall abide by the most restrictive mandate.
B. Costs associated with adhering to health and safety mandates are the responsibility of the CONTRACTOR. CONTRACTOR is responsible for the tracking and compliance of health and safety mandates and may be audited upon request.

24 NOTIFICATION AND ACCESS REVOCATION

The CONTRACTOR shall notify the CITY in writing prior to or no later than twenty-four (24) hours after, the termination, expiration, suspension, reassignment, or removal of any Contractor Personnel with access to the Project or Owner Resources. For Contractor Personnel with Information Technology access, notification must be immediate, or the CITY may consider the CONTRACTOR to be in breach of contract. Notice shall include the individual's name, role, effective date and time of termination or removal, and systems or resources accessed.

The CITY reserves the right, in its sole discretion, to immediately suspend or revoke access for any Contractor Personnel upon receipt of notice or upon CITY'S determination that such access is no longer required or appropriate.

25 FORCE MAJEURE

Neither Party shall be liable for any failure or delay in performing its obligations under this Agreement (other than payment obligations) if such failure or delay is caused by an event or circumstance beyond the reasonable control of the affected Party ("Force Majeure Event"). Force Majeure Events include, but are not limited to, acts of God; flood; fire; earthquake; explosion; war; terrorism; civil disturbance; epidemic or pandemic; quarantine; governmental actions or orders; or other similar events beyond the control of the affected Party.
The affected Party shall provide written notice to the other Party within ten (10) calendar days of the occurrence of the Force Majeure Event, describing the nature, expected duration, and anticipated impact on performance. The Party shall use all diligent efforts to mitigate the effects of the event and resume performance as soon as practicable.

When CONTRACTOR is the sole cause of the delay to the commissioning and substantial completion and delay is not caused by an event of Force Majeure or by the CITY'S failure to make payments in accordance with the Contract or to provide required information to CONTRACTOR when contemplated in the Contract, CITY shall be entitled to liquidated damages in the sum at the daily rate of $1,000.00, beginning at zero (0) days from written notice given by CITY up to a maximum liquidated damage aggregate of ten percent (10%) of the contract price of the equipment delayed.

26 NOTICES

Any notice required under this Contract shall be in writing, addressed to the appropriate party at its address on the signature page and given personally or by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of receipt.

27 ENTIRE CONTRACT AND AMENDMENTS

27.1 This Contract is the complete agreement between the parties and supersedes all prior proposals, agreements, and understandings between the parties and may not be modified or terminated orally.

27.2 No attempted waiver of any of the provisions hereof, nor any modification in the nature, extent or duration of the work to be performed by CONSULTANT hereunder, shall be binding unless in writing and signed by the party against whom the same is sought to be enforced.

27.3 The failure of any party to enforce against another party any provision of this Contract shall not constitute a waiver of that party's right to enforce such a provision at a later time, and shall not serve to vary the terms of this Contract.

28 ATTORNEY'S FEES

If any action at law or in equity is brought to enforce or interpret any provisions of this Contract, the prevailing party in such action shall be entitled to reasonable attorney's fees, costs and necessary disbursements, in addition to such other relief as may be sought and awarded.

In Witness Whereof, the parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized.

CITY OF PALMDALE:

Salvador Mendez
City Manager

Megan Taggart
Jun 1, 2026, 9:56 AM PDT

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38250 Sierra Highway, 2nd Floor
Palmdale, CA 93550

AVANT-GARDE, INC:

Lissette Montoya
Jun 8, 2026, 3:47 PM PDT

Lissette Montoya
Avant-Garde Program Director

ADDRESS FOR NOTICE:
AVANT-GARDE, INC
807 S. Lemon Ave
Diamond Bar, CA 91789

APPROVE AS TO FORM:

Alexandra Severino
City Attorney

ATTEST:

Rochelle Scott
City Clerk

---------- INTERNAL USE ONLY ----------

- Certificate(s) and Endorsement(s) attached
- Confirmed business name on contract with certificate(s)
- Attached Agreement Checklist and met all requirements

Record of Signing

For	City of Palmdale	For	lmontoya@agi.com.co
Name	Megan Taggart	Name	Lissette Montoya
Title		Title	

Megan Taggart

Signed on Jun 1, 2026 9:56 AM PDT

Secured by Concord™
DocumentID: 033QvjNSy4VeiMu9fKq3gl
SigningID: 033QvjNGygkGxd7YHjytMo
UTC Signing time: 2026-06-01 16:56:05 UTC
IP Address: 206.171.111.134
Email: mtaggart@cityofpalmdaleca.gov

Lissette Montoya

Signed on Jun 8, 2026 3:47 PM PDT

Secured by Concord™
DocumentID: 033QvjNSy4VeiMu9fKq3gl
SigningID: 033V3ihaAYoBEv7T268luy
UTC Signing time: 2026-06-08 22:47:10 UTC
IP Address: 172.56.179.92
Email: lmontoya@agi.com.co

concord™
Where agreements happen.

Signed with https://www.concord.app/

AVANT GARDE
Grants
Compliance
Funding Management
Community Outreach
909.895.7146 • 807 S Lemon Ave, Diamond Bar, CA

REQUEST FOR PROPOSALS:

CONSULTANT AND TECHNICAL ASSISTANCE SERVICES FOR CONSOLIDATED PLAN GRANT PROGRAMS

RFP 26-001-6400

PREPARED FOR:

CITY OF PALMDALE

RESPONDENT SIGNATURE / COVER PAGE

Exhibit B

RFP No. 26-001-6400 **Title: The City of Palmdale** Consultant and Technical Assistance Services for Consolidated Plan Grant Programs

1. **RESPONDENT**

Firm Name: Advanced Avant-Garde Corporation

Contact Name: Ana Marie LeNoue

Principal Address: 807 S Lemon Ave., Diamond Bar, CA 91789

Local Address: 807 S Lemon Ave., Diamond Bar, CA 91789

Phone: (909) 895-7146 Fax: (909) 859-3881

Email: alenoue@agi.com.co

Structure: [ ] Sole Proprietor [ ] Partnership [x] Corporation [ ] Joint Venture

Tax ID No: 01-0749431 California Contractor License No: n/a

Department of Industrial Relations (DIR) Registration No. n/a

Registration Date: _____ Expiration Date: _____

2. Proposed working relationship between Respondent and subcontractor (if applicable):
n/a

3. Prices:
A. Prices shall be F.O.B. Destination or for the service rendered.
B. Payment Terms: Net 45
C. Proposers shall honor proposal prices for one hundred twenty (120) days or for the stated contract period whichever is longer.

4. All forms, certificates, and compliance requirements included in this RFQA are completed and duly submitted in the proposal response.

THIS PROPOSAL IS BEING SUBMITTED BY:

The undersigned offers and agrees to furnish the goods or services at the price(s) entered herein subject to the terms and conditions attached hereto. I CERTIFY that (1) the proposal document has been read and understood and that all of the conditions contained therein are acceptable, (2) I have thoroughly examined and become familiar with the specifications and/or scope of services outlined in this solicitation and further, to the best of my knowledge the information contained in this bid proposal is accurate and complete and that (3) I have the legal authority to commit this firm to a contractual agreement, (4) I acknowledge that all documents submitted pursuant to this RFQA will become a matter of public record.

Printed Name: Ana Marie LeNoue Title: President and CEO

Signature: Ana M. LeNoue Date: 4/17/2026

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Letter of Transmittal

April 21, 2026

City of Palmdale
Attn: Purchasing Division
38250 Sierra Highway, 2nd Floor
Palmdale, CA 93550

Subject: REQUEST FOR PROPOSAL – Consultant and Technical Assistance Services for Consolidated Plan Grant Programs

It is with great pleasure that AVANT-GARDE submits its proposal to Consulting and Technical Assistance Services for Consolidated Plan Grant Programs to the City of Palmdale.

A 100% woman-owned firm, Advanced Avant-Garde Corporation was incorporated in September 2002 and our corporate office is located at 807 S Lemon Ave, Diamond Bar, CA 91789. **AVANT-GARDE is a certified minority business enterprise, women business enterprise, disadvantaged business enterprise and small business enterprise (MBE, WBE, DBE, SBE).**

AVANT-GARDE has built a strong reputation for delivering innovative, successful solutions for several public agencies. We have a successful track record of providing the same services to several municipalities, including the Cities of Palmdale, Huntington Park, Ontario, Perris, Moreno Valley, Rialto, El Monte, South Gate, Baldwin Park, Bellflower, Pico Rivera, Montebello, Lynwood, Commerce, and Cudahy. We offer the talents of some of the most skilled grant writers, fund administrators, and program managers in the industry, providing clients with innovative and cost-effective solutions on a wide variety of projects.

To provide exceptional services as outlined in the RFP, we present a highly qualified and experienced team of program managers and coordinators, each with years of experience in providing identical services to Cities throughout Southern California. We have assigned the firm principal, Ana Marie LeNoue, to serve as the Project Representative. Ms. LeNoue will oversee all assigned staff and will ensure successful administration of all activities.

AVANT-GARDE is willing to perform the services as described in the RFP. AVANT-GARDE acknowledges that all forms, certifications, and compliance requirements included in this request for services are complete and duly submitted in the proposal response. This proposal shall remain valid for a period of not less than one hundred twenty (120) days from the date of submittal. Additionally, AVANT-GARDE acknowledges that all documents submitted pursuant to this RFP will become a matter of public record.

Please contact me or Lissette Montoya, the firm's principals, at (909) 895-7146 or email alenoue@agi.com.co or lmontoya@agi.com.co if there are any questions. We look forward to meeting with you to discuss our services and the opportunity to continue serving your community.

Sincerely,

Ana Marie LeNoue
President and CEO

Organizational Structure, Qualifications, and Experience of Firm

AVANT-GARDE is a highly experienced consulting firm with a proven track record of delivering innovative solutions for public agencies across Southern California, including numerous cities and regional authorities. Our years of practice have resulted in a solid foundation of experience and technical expertise and a dedication to integrity, excellence, and quality. We are proud of our strong reputation in meeting aggressive schedules and our ability to multi-task to provide our clients specialized attention and service. Services offered by our firm include:

- Grant Writing and Administration
- Program Management
- Funding Administration
- Compliance Management including Labor Compliance
- Construction Coordination (Bid development, analysis, etc.)
- Community Outreach.

Advanced AVANT-GARDE Corporation was incorporated in September 2002, and our corporate office, from which services will be provided, is located at 807 S Lemon Ave, Diamond Bar, CA 91789. AVANT-GARDE is a 100% woman-owned California Corporation. Furthermore, AVANT-GARDE is a certified minority business enterprise, women business enterprise, disadvantaged business enterprise and small business enterprise (MBE, WBE, DBE, SBE). The principals and owners of the firm for the past twenty years are Ana Marie LeNoue and Lissette Montoya.

AVANT-GARDE's professional staff of 33 have a deep understanding of the various ways a single project can impact the entire organization and its desired growth and development. We believe in working as a team, leveraging our collective strengths to complement each other's efforts. This approach leads to the creation of options and services that best serve our clients' goals and objectives. Our extensive experience serving municipalities has been marked by close attention to detail, a focus on meeting each client's specific needs, and prompt delivery of products, studies, and services.

We have a strong reputation for meeting aggressive deadlines, delivering high-quality results, and building strong, collaborative relationships with our clients. Our services are tailored to meet the specific needs of each agency, assisting them in identifying and securing funding, developing and implementing successful programs, and ensuring compliance with all relevant regulations.

We understand the importance of professionalism, responsiveness, and clear communication when working with city staff, administrators, elected officials, residents, and partner agencies. Our team's familiarity with public-sector processes and "City Hall culture" allows us to work efficiently within fast-paced government environments while delivering exceptional service and fostering strong collaborative relationships.

Currently, AVANT-GARDE provides these services to numerous cities throughout Southern California, demonstrating our capacity and regional expertise. Our experience serving both large

urban centers and small municipalities allows us to effectively tackle the unique challenges and opportunities each client faces. Our reputation for providing innovative and successful solutions includes collaborations with various public agencies, such as the Cities of Huntington Park, Palmdale, Baldwin Park, El Monte, Industry, Montebello, La Mirada, Perris, Norwalk, Bellflower, Cudahy, Bell Gardens, South Gate, Pico Rivera, Pasadena, Maywood, Monterey Park, Commerce, Huntington Beach, Ventura, Lynwood, Moreno Valley, Rialto, West Covina, METRO and many more.

Financial Condition

AVANT-GARDE is in good financial condition and does not have any conditions (bankruptcy, pending litigation, outstanding claims, planned office closures, impending merger, etc.) that may impede our ability to provide grant administration services to the City.

Proposed Team

In relation to the RFP, we have appointed the following key personnel to provide services to the City. Their current responsibilities have been outlined, and the cities where our staff is currently engaged are detailed in the following section on Experience Performing Similar Services in the RFP. Resumes of the key personnel are located Proposed Staffing and Management Plan in the RFP.

Key Staff[1]	Classification	Years of Performance	Duties
Ana Marie LeNoue	Project Representative	35	Housing Support: Provides executive oversight of housing programs, ensuring regulatory compliance, strategic planning, and successful program delivery. Oversees staff and liaises with funding agencies.
Lissette Montoya	Program Director	22	Housing Support & Labor Compliance: Manages day-to-day operations of housing programs, including program compliance, monitoring, and performance evaluation. Supports contract administration and reporting.
Christina Roseberry	Program Director	30	Housing Support: Oversees program implementation and compliance activities, including eligibility review, documentation, and coordination with stakeholders.

[1] *Certain Program Directors and Program Managers provide cross-functional support across the Consolidated Plan Grants, including Labor Compliance Services. The integrated approach ensures continuity of service, strengthens compliance oversight, and allows them to efficiently response to varying program demands.*

Key Staff[1]	Classification	Years of Performance	Duties
Sara Cortes De Pavon	Program Director	18	Housing Support: Supports program administration, monitoring, and reporting, ensuring alignment with HUD requirements and local policies.
Melissa Aguilar	Program Director	15	Housing Support: Supports City with program administration, monitoring, and reporting, ensuring alignment with HUD requirements and local policies.
Liza Lopez	Program Manager	9	Housing Support: Provides direct program management, including oversight of daily activities, reporting, and coordination between departments and stakeholders.
Ishah Ahumada	Program Manager	5	Housing Support: Supports City with program administration, monitoring, and reporting, ensuring alignment with HUD requirements and local policies.
Cindy Hernandez	Program Manager	10	Housing Support: Supports City with program administration, monitoring, and reporting, ensuring alignment with HUD requirements and local policies.
Khristynne Aramouni	Program Manager	9	Labor Compliance: Ensures compliance with federal, state, and local labor standards, including prevailing wage requirements (e.g., Davis-Bacon), payroll review, and contractor monitoring.
Summer Mann	Sr. Program Coordinator	8	Labor Compliance: Oversees labor compliance activities, including certified payroll review, contractor compliance monitoring, and enforcement of applicable labor regulations.
Norma Lopez	Sr. Program Coordinator	6	Housing Support: Supports the Program manager in the implementation of Consolidated Plan Programs; conducts Environmental Reviews; develops program guidelines and helps ensure compliance.

Key Staff[1]	Classification	Years of Performance	Duties
Ashley Sanchez	Sr. Program Coordinator	9	Housing Support: Supports program managers in implementing Consolidated Plan Grant programs. Activities include housing rehabilitation program.
David Sanchez	Sr. Program Coordinator	5	Housing Support: Supports program managers in implementing Consolidated Plan Grant programs. Activities include housing rehabilitation program.
Adriana Robledo	Program Coordinator	9	Housing Support: Supports program managers in implementing Consolidated Plan Grant programs. Activities include housing rehabilitation program.

Experience Performing Similar Service

AVANT-GARDE has extensive experience providing services similar to those outlined in this RFP and is committed to ensuring compliance with all applicable regulations and required timeframes. Our firm has successfully delivered consulting and technical assistance services for consolidated plan grant programs for multiple public agencies, demonstrating our ability to integrate seamlessly with existing teams while supporting departmental goals and maintaining continuity of operations.

AVANT-GARDE staff possess comprehensive expertise in the administration and management of federally, state, and locally funded housing programs, including but not limited to Community Development Block Grant (CDBG), Community Development Block Grant - Coronavirus (CDBG-CV), HOME Investment Partnership Program (HOME), Neighborhood Stabilization Program (NSP), HOME American Rescue Plan (HOME-ARP), and American Rescue Plan Act (ARPA). Through this experience, AVANT-GARDE provides effective program oversight, regulatory compliance monitoring, reporting, and day-to-day administrative support to ensure housing programs operate efficiently and meet community needs.

AVANT-GARDE staff assigned to this project currently provide similar services to the cities of Moreno Valley, Ontario, Rialto, El Monte, Perris, South Gate, Baldwin Park, Bellflower, Pico Rivera, Montebello, Lynwood, Commerce, and Cudahy.

CITY OF MORENO VALLEY | CDBG, HOME, & ESG ADMINISTRATION

MORENO VALLEY

AVANT-GARDE is currently providing housing consultant services to the City of Moreno Valley for CDBG, HOME, and ESG programs. Services include project management of the public services program; management of CDBG funded CIP's; preparation and oversight of the 5-year Consolidated Plan, AI and Annual Action Plan; on-site monitoring and compliance review; and technical assistance to update and amend the CAPER. HOME funds for two affordable housing projects facing a lapse of funds. Our scope of services included CHDO certification; preparation of NEPA documentation for the project; and project coordination to ensure development and execution of the HOME Commitment Agreement which included coordination with the City Attorney, City staff, and the CHDO; preparation of Council staff reports and coordination with designated City consultants for preparation of the layering analysis and feasibility study. We are currently under contract to provide a variety of services including Project Management services to carry out two rental projects; monitoring the Emergency Solutions Grants (ESG) program and its subrecipients including review of policies

and procedures, eligibility requirements, reporting and performance measurements, administrative costs, procurement, and recordkeeping. Staff is currently overseeing the program and financial monitoring of CDBG subrecipients, HOME, and ESG subrecipients. We also serve as the City's liaison with Habitat for Humanity on its Housing rehabilitation program.

CITY OF ONTARIO | CDBG, HOME, & ESG ADMINISTRATION

AVANT-GARDE currently provides comprehensive grant management and monitoring services for the City's CDBG, HOME, and ESG programs. Responsibilities include preparation of the Annual Action Plan (AAP), Consolidated Annual Performance and Evaluation Report (CAPER), and Five-Year Consolidated Plan (ConPlan); management of IDIS reporting; and development of program policies and procedures. AVANT-GARDE also oversees CDBG-funded Capital Improvement Program (CIP) projects and conducts labor standards compliance monitoring to ensure adherence to federal requirements.

CITY OF RIALTO | CDBG, CDBG-CV, NSP, HOME & CAL HOME ADMINISTRATION

AVANT-GARDE is currently providing the day-to-day administration and implementation of the City's CDBG, CDBG-CV, HOME, NSP & CALHOME funded Programs for the City of Rialto. Our team works with City staff to determine project eligibility along with monitoring of programs to assure compliance with all Federal, State, and Local reporting requirements. Our scope of work includes: prepare reports including, but not limited to, an Annual Action Plan CAPER, Section 3 Reports, prevailing wage, minority contractor, and other reports required by HUD; setup and maintain IDIS records, including preparation of requested reports; prepare draw down requests for reimbursement of expended funds at a minimum of a quarterly basis or more often as directed by the Finance Director; coordinate with HUD field office staff and other City representatives on CDBG related issues as needed and assist with all program monitoring and audit preparation; and prepare necessary NEPA/CEQA forms and documents for categorically exempt projects. Staff is currently overseeing the program and financial monitoring of CDBG subrecipients. Our team is also providing support for the City's NSP programs. Scope includes: DRGR reporting, NSP program monitoring and strategic planning for the use of

program income. CARES Act Support: Provide technical and marketing support for programming of funds. Our staff has been actively involved in developing and implementing programs such as Rental Assistance and Business Assistance programs. Most recently, assisting the City with preparation of the 2025-2029 Five-year Consolidated Plan and implementation of their new HOME program.

CITY OF EL MONTE | HOME, HOME-ARP, CDBG, CDBG-CV & ESG ADMINISTRATION

AVANT-GARDE has provided program management assistance to the City of El Monte for several programs, including HOME, HOME-ARP, CDBG, CDBG-CV, and ESG. Services include project management of the public services program; management of CDBG funded CIP's; oversight of the 5-year Consolidated Plan, AI and Annual Action Plan; on-site monitoring and compliance review; and technical assistance to update and amend the CAPER. Staff assisted the City with preparation of the Housing Rehabilitation Program and Homebuyer Program Guidelines as well as program implementation and monitoring. We also assisted the City with preparing bid packages for the rehabilitation of City-owned properties and worked with the City's selected relocation services consultant to coordinate the temporary displacement of tenants at City-owned properties while improvements were constructed and monitored rental properties. Most recently, assisting the City with management of two HOMEKEY sites and preparation of the 2025-2029 Five-year Consolidated Plan and One-Year Action Plan.

CITY OF PERRIS | CDBG ADMINISTRATION

AVANT-GARDE provides CDBG Grant Administration services to the City of Perris. Our services include coordination with HUD as needed, fiscal reporting and coordination with finance, program monitoring, subrecipient management, preparation of Environmental Reviews (NEPA), and the development of the Annual Action Plan in alignment with the City's Consolidated Plan. Additionally, we prepare the Consolidated Annual Performance and Evaluation Report (CAPER). Set up and maintain IDIS records, including the preparation of requested reports. Prepare drawdown requests for reimbursement of expended funds at least quarterly. Our team offers administrative support directly on-site for the City.

CITY OF SOUTH GATE | HOME, CDBG, CDBG-CV, HOME-ARP & CAL HOME ADMINISTRATION

AVANT-GARDE provides HUD Program Management Services to the City of South Gate. During our contract term AVANT-GARDE served as Interim Housing Manager overseeing Housing Authority staff. Current scope of work includes preparation of the Annual Action Plan and program development and support including Action Plan amendments; 2020-2024 & 2025-2029 Consolidated Plan development and support including community outreach and all amendments; preparation of the Consolidated Annual Plan Evaluation Report (CAPER); preparation and adoption of updated HOME and CDBG policies and procedures; program and financial compliance requirements (IDIS) and local financial procedural support; and manage program operations for all CDBG and HOME programs including reporting and administration of commercial façade and housing rehabilitation programs. Program administration support has included building out new programs and establishing guidelines and protocols. Staff is currently overseeing the program and financial monitoring of CDBG subrecipients.

CITY OF BALDWIN PARK | CDBG, HOME, HOME-ARP, & HOUSING AUTHORITY SERVICES

AVANT-GARDE provides support to Housing Authority staff. Services include the administration of the Housing Choice Voucher Program including reports in Voucher Management System and Section 8 Management Assessment Program SEMAP, initial housing inspections, as well as annual monitoring inspections; Project Based Vouchers Phase II -Room Key and Home Key project management including coordination with the County and service providers for each site to prepare project specific agreements and monitor for compliance; and preparation of the 5-year and Annual PHA plan. AVANT-GARDE provides general support services such as preparing staff reports and presentations for projects and programs that require Council approval, attending meetings as necessary, research program and funding guidelines, and interdepartmental coordination with Finance and City attorneys' office as needed. Most recently, assisted the City with preparation of the 2025-2029 Five-year Consolidated Plan and One-Year Action Plan.

CITY OF BELLFLOWER | CDBG, CDBG-CV, HOME, & HOME-ARP

AVANT-GARDE provides oversight of the HOME and CDBG program for the City of Bellflower. Activities include implementation of the Housing Rehabilitation and First Time Homebuyer programs; IDIS management and training of accounting staff; income qualification of program applicants; preparation of CAPER; project management on Affordable Housing development projects, and management of the CDBG Public Services program. AVANT-GARDE has updated HOME, CDBG, and Code Enforcement policies in accordance with HUD requirements, provided technical assistance to update and amend the Action Plan, Consolidated Annual Performance and Evaluation Report, and other reporting documents as required by HUD. Staff is currently overseeing the program and financial monitoring of CDBG subrecipients. Most recently, assisted the City with preparation of the 2025-2029 Five-year Consolidated Plan.

CITY OF PICO RIVERA | CDBG & CDBG-CV HOUSING MANAGEMENT

AVANT-GARDE provides oversight for CDBG & CDBG-CV funding in the City of Pico Rivera. Our services include guidance on meeting program and financial compliance requirements, as well as local financial procedural support. Our responsibilities encompass managing public services, overseeing CDBG-funded capital improvement projects, and preparing the 5-year Consolidated Plans for 2020-2024 and 2025-2029, the Annual Action Plan, and the Consolidated Annual Performance and Evaluation Report (CAPER). We are proficient in navigating the City's HUD Integrated Disbursement and Information System (IDIS) portal and monitor it regularly to ensure data accuracy and proper reporting. AVANT-GARDE acts as the liaison with the City's HUD representative, seeking clarification and guidance while providing clear action steps to the City. Additionally, AVANT-GARDE has assisted the City in programming both CDBG and CDBG-CV funds. We recently helped onboard new subrecipients and develop activities and programs aimed at achieving the City's goals outlined in the Annual Action Plan and the Consolidated Plan. This effort ensures that funds are expended in a timely manner to maintain compliance with HUD requirements. Our staff is currently overseeing program and financial monitoring for both CDBG and CDBG-CV subrecipients.

CITY OF MONTEBELLO| HUD CDBG, CDBG-CV, HOME & HOME-ARP ADMINISTRATON

AVANT-GARDE provides Program Monitoring and Funding Compliance Services for HOME, CDBG, CDBG-CV, and HOME-ARP funded programs administered through HUD. As such, AVANT-GARDE provided on-going program compliance monitoring services of sub-recipients and implementation of the City's Housing Program. AVANT-GARDE assisted in developing systems and processes in accordance with HUD requirements to expend and track funds in a timely and compliant manner and maintain program files in preparation for HUD review and audit. The Housing Rehabilitation Program and Homeownership systems have been updated to include standardized loan documents, program standards, and tracking mechanisms to help the City identify each stage of a project. HOME program accomplishments include acquisition of and conditional commitment of funds for properties. AVANT-GARDE monitors and implemented the CDBG Service Program, working with various City departments and local nonprofits to ensure adherence to HUD program requirements, including the development of tracking processes and timely submittal of sub-recipient activities and reimbursements. AVANT-GARDE recently assisted the City with developing of the 2025-2029 ConPlan, Analysis of Impediments, Citizen Participation Plan, Substantial Amendment, and CAPER which included all related community outreach and coordination with city staff and community stakeholders.

CITY OF LYNWOOD | HUD PROGRAM & COMPLIANCE MANAGEMENT

AVANT-GARDE is providing Community Development (Housing) services to the City of Lynwood, which includes the administration and implementation of the City's CDBG and HOME program including but not limited to: Housing Rehabilitation Program, implementation of a variety of housing related tasks, project management services as assigned by the Community Development Director, and support for miscellaneous Community Development activities. On-going administration of the HUD program included: preparation of environmental reviews (up to level of Environmental Assessment) for all activities; management of IDIS system (set-up, revise and fund activities, update accomplishments and beneficiary information); preparation of agreements, including sub-recipient agreements, MOUs and housing agreements; assistance in department budget preparation; assistance in implementation of Property Rehabilitation Programs; responsibility of financial management, approving payment requests while monitoring HOME expenditures; and administering and monitoring contracts of housing projects. Most recently, assisting the

City with preparation of the 2025-2029 Five-year Consolidated Plan. Additionally, prepared guidelines and implementation of the TBRA program .

CITY OF COMMERCE | ON-CALL CONSULTING SERVICES

AVANT-GARDE is providing on-call CDBG Management, Housing Rehabilitation Program Implementation, City program management and administration, Planning Support Services, and Staff Augmentation Services. CDBG Management services include the implementation of Home Preservation program. AVANT -GARDE staff assisted in the development and implementation of the City's new Home Beautification Program.

CITY OF CUDAHY | HUD PROGRAM & COMPLIANCE MANAGEMENT

AVANT-GARDE provides technical assistance for the administration and implementation of the City's CDBG projects. Responsibilities include the preparation of the on-line "Agreements to Implement" annual CDBG programs with LACDA and the preparation of processing of any necessary amendments to the "Agreement to Implement" for ongoing projects. Duties include coordination with City staff to gather all necessary documentation for LACDA program monitoring and audit preparation, preparation and completion of LACDA and HUD reports and documents, ensuring administration of all applicable federal, state, and local laws, rules, regulations, and policies are adhered to and the overall administration of the housing rehabilitation program, including collecting data and preparing necessary reports for the City, LACDA, and HUD. In addition, AVANT-GARDE provides CDBG financial management assistance, acts as a City liaison and representative to the LACDA, and administers CDBG funded projects through applicant file review and income qualification, property inspections, and bid administration, including the coordination of pre-construction meetings with the LACDA, contractors, property owners, and staff. Most recently AVANT-GARDE assisted with the development and implementation of the City's new Emergency Rental Assistance Program.

CITY OF HUNTINGTON PARK | CDBG, CAL HOME, HOME, HOME-ARP, & PLHA HOUSING SUPPORT SERVICES

AVANT-GARDE provides Housing Support Services to the City of Huntington Park. Our services include program management for all housing-funded programs, such as CAL HOME, HOME, HOME-ARP, CDBG, PLHA, and other funding sources administered by the Housing Department. Specifically, we manage the HOME-funded Home Repair Program, reviewing applications to ensure they meet eligibility criteria and comply with HUD regulations. Our Housing Support Services also encompass the preparation of reports for funding agencies, providing on-site support, administering the Rent Stabilization Ordinance, and reviewing financial summaries to ensure alignment with project goals and the City's budget.

LABOR COMPLIANCE EXPERIENCE

The Project Manager and Coordinators that will be assigned to the City's projects have provided compliance monitoring services for San Bernardino, Ventura, Lynwood, Metro, Bell Gardens, Montebello, Alhambra, La Mirada, and several other agencies over the last 20 years. AVANT-GARDE served on Metro's labor compliance bench for 10 years and was recently selected to continue serving on Metro's labor compliance bench for the next 10 years alongside 8 other firms. Metro's task orders range in project value from $70,000 to $1.3 billion with as many as 100 subcontractors.

In many cases, our team also offered project management and funding administration services in addition to labor compliance. **Some of these projects were funded with Community Development Block Grant (CDBG) funds and required Section 3 monitoring or Caltrans funded.** AVANT-GARDE has successfully managed labor compliance for **346 construction projects, with a total value of $1.2 billion.** The following graph illustrates the labor compliance work completed by AVANT-GARDE to date. A detailed list is available upon request.

Proposed Staffing and Management Plan

To provide exceptional services to the City of Palmdale, we have compiled a highly qualified and experienced staff members. Firm Principal, Ana Marie LeNoue, will serve as Project Representative and will oversee all assigned staff and ensure successful administration of program and document development. Our Project Representative will be supported by our Program Directors Lissette Montoya and Tina Roseberry. This team will be supported by the rest of the individuals included in this proposal based on the needs of the City.

Utilizing the expertise of our team, AVANT-GARDE staff will assist as follows:

Ana Marie LeNoue – Oversee the project, team, and all activities; provide direct contact with the City; address HUD findings and/or issues with any other related correspondence with HUD; manage the CDBG, CDBG-CV, HOME, HOME-APR, ARPA, and NSP programs; identify and implement appropriate outreach efforts for the various elements of the Housing Program; and assist with the development of administrative deliverables such as required staff and agenda reports.

Lissette Montoya and Tina Roseberry – Assist in the oversight of the project, team, and all activities as needed; provide fiscal management oversite; coordinate with Finance to address timeliness issues and prepare reports for the annual action plan and CAPER.

Program Managers – Manage the CDBG, CDBG-CV, HOME, NSP, and HOME-ARP program administration activities; assist with development of guidelines to ensure compliance; assist with the City's IDIS database including activity set-up, clearing flags, and updating accomplishments and beneficiary information; manage reporting; and coordinate efforts to prepare the Action Plan and CAPER. Support the development of the Consolidated Plan and monitoring.

Sr. Program Coordinators / Program Coordinators – Prepare documents and oversee data and expenditure collections; prepare environmental reports and enter in HEROS; conduct public services monitoring; prepare subrecipient agreements; monitor subrecipients to ensure compliance with HUD regulations; review applications; verify eligibility and income qualifications; audit reports and reimbursements; conduct labor compliance; host workshops and community engagement; and coordinate field inspections, site visits, and housing rehabilitation activities.

Staff Availability

Key Staff	Classification	Housing Program Assignments	Non-Housing Program Assignments	Palmdale Availability
Ana Marie LeNoue	Project Representative	50%	10%	40%
Lissette Montoya	Program Director	30%	40%	30%
Christina Roseberry	Program Director	20%	60%	20%
Sara Cortes De Pavon	Program Director	20%	60%	20%
Melissa Aguilar	Program Director	80%	0%	20%
Liza Lopez	Program Manager	30%	40%	30%
Ishah Ahumada	Program Manager	40%	40%	20%
Cindy Hernandez	Program Manager	40%	40%	20%
Khristynne Aramouni	Program Manager	10%	70%	20%
Summer Mann	Sr. Program Coordinator	10%	70%	20%
Norma Lopez	Sr. Program Coordinator	20%	60%	20%
Ashley Sanchez	Sr. Program Coordinator	70%	10%	20%
David Sanchez	Sr. Program Coordinator	30%	40%	30%
Adriana Robledo	Program Coordinator	70%	10%	20%

The key personnel proposed will be available to perform the proposed services for the duration of the contract, and available to be on-site when requested by City. No person designated as “key” to the proposed service shall be removed or replaced without the prior written concurrence of City. In addition, City reserves the right to direct the Proposer to remove any individual, including Key Personnel, assigned to the resultant agreement.

ANA MARIE LENOUE, PROGRAM DIRECTOR
Years with firm: 20 + years
Education/Credential
- B.S. Business Management, University of Phoenix

Ms. LeNoue has over 35 years of experience in municipal services and has been with AVANT-GARDE since 2006. She is the President and C.E.O. of AVANT-GARDE. Ms. LeNoue is responsible for the oversight of the CDBG public service agency program, identifying and implementing appropriate outreach efforts for the various elements of the Housing Program and assisting with the development of administrative deliverables such as the program evaluation report, required staff and agenda reports, as well as other duties as assigned.

Ms. LeNoue established the company's foundation in municipal services based on her extensive program management experience that includes 17 years as a municipal employee managing various capital projects and programs. She presently directs the company's Community Outreach program, Grants program, and CDBG Sub-Recipient services. Ms. LeNoue is a versatile, dynamic, results-oriented leader with a strong track record of performance in high-paced and uniquely challenging organizations. She utilizes keen analysis, insights and team approach to drive organizational improvements and implementation of sound practices. Ms. LeNoue has superior interpersonal skills, capable of resolving multiple and complex issues and motivating staff to peak performance. She has an excellent understanding of the political culture and extensive administrative, operational, fiscal and program management experience.

Relevant Experience

Currently leading the CDBG Management Team responsible for the Cities of Lynwood, South Gate, Montebello, Baldwin Park, Pico Rivera, El Monte, Moreno Valley, Bellflower, and Rialto. Ms. LeNoue served as the Interim Housing Manager supervising South Gate's Housing Authority staff. She currently is overseeing the development of the five-year Consolidated Plans for Lynwood, South Gate, Montebello, Baldwin Park, Pico Rivera, El Monte, Bellflower, and Rialto. She administers the Public Services portion of the program for the cities listed in bold above inclusive of managing the Public Services sub-recipients, program marketing and facilitating presentations for various portions of their HUD programs including Housing Rehabilitation Program, rental assistance, utility assistance, commercial façade programs; updating policies and procedures; preparing various annual compliance reports; and providing coordination between HUD and City staff.

LISSETTE MONTOYA, PROGRAM DIRECTOR
Years with firm: 20+ years
Education/Credential

- Master of Business Administration, California State Polytechnic University Pomona
- B.S. Business Management, California State Polytechnic University Pomona

Ms. Montoya has more than 20 years of comprehensive expertise in project management and analysis, funding management, grant administration, and community outreach programs. She is experienced in issues impacting City governments and contract administration. Ms. Montoya is the Vice-President and CFO of AVANT-GARDE. She has experience in identifying federal and state fund allocation balances, programming funds, and administers long-and-short range programs consistent with the economic capabilities of the City. Ms. Montoya directs the Program Management team to ensure that projects are developed in accordance with policy and procedural requirements, assists in determining eligible projects for various funding sources, and manages development and capital improvement programs/projects from conception to completion. Ms. Montoya has assisted various agencies in performing a variety of analyses and studies to identify State and Federal funding options; performed time-critical and confidential studies related to fiscal and administrative requirements of grant programs; assisted in the grants solicitation process; planned and coordinated the implementation of awarded grants to ensure that the City was in compliance with applicable laws and regulations, and monitored and audited grant expenses. Her team has successfully monitored federal and state funding for municipal agencies throughout Southern California and has secured over $566.9 million in funding for government agencies.

Relevant Experience

Ms. Montoya has worked with several municipalities under contract to assist with managing and monitoring the cities' CDBG, HOME and ESG programs. This includes reviewing expenditure reports and commitment reports for programmed activities. She has conducted reviews of CAPER's as well as Consolidated Plans and assisted with the public hearing process for amendments. She serves as project liaison with HUD regarding HOME program and CDBG activities. She has provided oversight for development of sub-recipient agreements as well as monitoring for Community Housing Development Organizations (CHDO) qualifications.

Relevant City Experience includes Huntington Park, Palmdale, Baldwin Park, El Monte, Industry, Montebello, La Mirada, Perris, Norwalk, Bellflower, Cudahy, Bell Gardens, South Gate, Pico Rivera, Pasadena, Maywood, Monterey Park, Commerce, Huntington Beach, Ventura, Lynwood, Moreno Valley, Rialto, West Covina, METRO and many more.

CHRISTINA ROSEBERRY, AICP - PROGRAM DIRECTOR

Years with firm: 9 months

Education/Credential

- BA in Geography / Minor in Urban & Regional Planning, Shippensburg University
- Masters Courses in Public Administration & Land Use Planning, Penn State University
- AICP Certification
- Economic Development Certification
- National Main St. Management Certification
- PMPEI Certified Instructor

Relevant Experience

***City of San Bernardino - 2019-2020 & 2025-2029 - Consolidated Plan and Analysis of Impediments to Fair Housing Choice & Grant Administration*:** Technical Project manager for Michael Baker team, prepared the 2020-2025 ConPlan and AI to Fair Housing Choice, conducted a strategic community engagement program. The project required intense data collection and analysis, preparation of the AI and Consolidated Plan, Engagement Summary Report, IDIS input, and attendance at City adoption hearings.

City of Palo Alto and City of Cupertino, Santa Clara County, 2022-2025 Grant Administration
Provided a full-service grant administration program from July1 through June 30 including the preparation of: Annual Action Plans, CAPERs, IDIS administration and reconciliation, staff reports, public notices, subrecipient monitoring and annual contracting, labor compliance, environmental reviews, and public facilities activity management.

City of Norwalk- 2019-2020 & 2025-2029 - Consolidated Plan and Analysis of Impediments to Fair Housing Choice: As the Technical Project Manager for the Michael Baker team, Ms. Roseberry led the preparation of the 2020-2025 ConPlan and Analysis of Impediments to Fair Housing Choice. This involved a comprehensive community engagement program, including stakeholder interviews, a Community Needs Survey, a Housing Summit, three public meetings, and two public hearings. Promotion included local newspaper ads, flyers, website announcements, and updates during City and Social Services Commission meetings. The Housing Summit in September 2019 attracted a strong turnout of partners and City officials, featuring keynote speakers from the Los Angeles Housing Services Authority and other organizations. The project required detailed data collection, analysis, report preparation, IDIS input, and attendance at City adoption hearings.

SARA CORTÉS DE PAVÓN - PROGRAM DIRECTOR
Years with AVANT-GARDE: 10+ years
Education/Credential

- Doctor of Social Work, California Baptist University, Riverside
- Master of Public Administration, California Baptist University, Riverside
- Bachelor of Social Work, La Sierra University, Riverside

Relevant Experience

Administrative Management: Provide professional leadership and direction in developing, implementing, and administering grants and programs for community services, social services, and infrastructure projects for federal and state grants and entitlement applications totaling over $10 million for the City of Perris. Responsible for developing Requests for Proposals according to the appropriate rules, regulations, and guidelines pertaining to each individual program or grant, including conducting technical evaluation of submissions. Collect and analyze labor and program data and synthesize it to develop HUD annual reports. Supervise staff and conduct meetings to identify and address issues related to programs, activities, and YAC committee members. Supervise and direct staff activities, including work assignments, performance evaluation, employee development, disciplinary action, and complaint resolution.

Project Management: Provide leadership, strategic, and technical guidance to CDBG sub-recipients and department heads on priorities related to the HUD-approved Consolidated Plan. Created procurement manual for CDBG public service and infrastructure projects. Implemented the use of digital applications and project management platform for the CDBG program. Monitor and evaluate the efficiency and effectiveness of external funding recipients' service delivery methods and procedures in adherence to federal regulations.

Outreach: Collaborate with local and regional stakeholders to facilitate continuous planning and development. Conduct annual Citizen Participation outreach to assess needs through public hearings, community meetings, and surveys. Increased annual community needs survey responses by 100% through targeted outreach. Directed and developed program marketing material, reports, and correspondence to internal staff and external stakeholders.

Financial Management: Development and administration of the budget for programs and infrastructure projects; recommend the allocation of funds to for-profit and non-profit organizations; monitor programmatic activities; ensure through various audit procedures that funds are expended in accordance with applicable state and federal laws and regulations. Review expenditures; direct the preparation and implementation of budgetary adjustments. Complete and request federal and state reimbursement requests.

MELISSA AGUILAR, PROGRAM DIRECTOR

Years with firm: 6 years

Education/Credential

- MLIS, San Jose State University, CA
- B.A. English, Scripps College, Claremont, CA

Ms. Melissa Aguilar has over 15 years of experience in Federal and local programs and has been with AVANT-GARDE since 2020. Ms. Aguilar has extensive experience in the non-profit sector and compliance management with a focus on youth workforce development, social service programs, federal regulations, and program monitoring. Her regular duties consist of program development and implementation, program management, data management and validation, subrecipient management, staff management, and program compliance. Ms. Aguilar's role in AVANT-GARDE includes general project management, compliance with HUD funded programs such as Community Development Block Grant (CDBG), CDBG-CV, ESG and HOME. Ms. Aguilar's role in this program will include overall program management, quality assurance, staff management and training, compliance maintenance, and assisting on other items as need.

Relevant Experience

City of Moreno Valley*:* Leads a team to prepare and implement the City's Five-Year Consolidated Plan, Annual Action Plan, CAPER, and other City and HUD-required reports. Monitors CDBG, HOME, and ESG projects for program performance, budget, and compliance. Responsible for the IDIS data management and validation of HUD entitlement programs. Assists with compliance oversight, subrecipient management, and providing technical assistance to subrecipients and City staff. Responsible for the implementation of project management tools to maintain compliance and stay on track with project deadlines.

City of Pico Rivera: Leads and coordinates efforts to prepare and implement the City's Five-Year Consolidated Plan, Annual Action Plan, CAPER, and other City and HUD-required reports for the City's CDBG and CDBG-CV funds. Leads a team to provide technical assistance and oversight to subrecipients and report progress to the City regularly. Responsible to IDIS data management, budget oversight, and overall grant compliance.

City of South Gate*:* Coordinate the preparation of the City's Five-Year Consolidated Plan, Annual Action Plan, CAPER, and other City and HUD-required reports for the City's CDBG, CDBG-CV, and HOME funds. Responsible for reconciling and maintaining program budgets. Lead the maintenance of IDIS data system and use of reports to inform program activities.

LIZA LOPEZ, PROGRAM MANAGER

Years with firm: 4 years

Education/Credential

- A.S. in Business Administration, El Camino Community College, CA

Ms. Lopez has over nine years of experience in management. Since joining AVANT-GARDE, she has been responsible for providing general project management and administrative services for the implementation of the Community Development Block Grant (CDBG), HOME, and CDBG-CV Programs. Her role includes overall program management, staff management and training, financial management, and compliance maintenance. Ms. Lopez ensures that all activities adhere to applicable federal, state, and local laws, rules, regulations, and policies, including the national objectives required by HUD.

Relevant Experience

***Grant Management*:** Ms. Lopez's responsibilities include providing CDBG, HOME, CDBG-CV program administration services and support services. This involves ensuring that HUD regulations are enforced, tracking federally funded projects, preparing drawdowns on the Integrated Disbursement and Information System (IDIS), reconciling financial records, preparation of the Annual Action Plan (AAP), Consolidated Annual Performance and Evaluation Report (CAPER), Five-year Consolidated Plan, staff reports, and public notices. Ms. Lopez also acts as the City's liaison and representative for communication with HUD. These services are currently being provided to the City of Rialto and City of Bellflower.

Subrecipient Monitoring: Ms. Lopez's duties include reviewing applications, conducting onboarding workshops, verifying reimbursements, and monitoring expenditures and schedules. She is also responsible for preparing and submitting monthly or quarterly reports. Subrecipient monitoring is performed each fiscal year for all participants who received federal funding. Her responsibilities include holding in-person or desk monitoring reviews with key personnel of the organization and reviewing all financial and programmatic documents to ensure compliance. If any findings arise, Ms. Lopez provides corrective action items and offers any additional technical assistance needed. All records and reporting findings are thoroughly documented and submitted to the City or appropriate staff. These services are currently being provided to the City of Rialto, City of Moreno Valley, and City of Bellflower.

ISHAH AHUMADA, PROGRAM MANAGER
Years with firm: 7 months
Education/Credential

- B.A. Community Development, Portland State University
- Ross Minority Program in Real Estate (RMPIRE), University of Southern California
- Project Management Certification, Google

Ms. Ahumada has experience managing and assisting in HUD and HCD funded programs, including CDBG, CDBG-CV, HOME, Home-ARP, CalHome, and PLHA. She also has experience in local grant management, property management, and affordable housing projects. She has proven ability to lead cross-functional teams and to ensure compliance. Ms. Ahumada has also assisted various agencies with community outreach, event organization and fundraising. Her responsibilities have been program development, implementation, staff management, and community outreach, including presentations.

Relevant Experience includes:

Ms. Ahumada's relevant agency experience includes:

- Coordinating and monitoring CDBG subrecipients to ensure grant performance, budget, and compliance are met.
- Assists with the preparation of the Annual Action Plan.
- Coordinating and preparing ad hoc committee meeting supporting documents and doing presentations.
- Created and maintained tools to monitor project progress.
- Assists in creating, implementing, and reviewing guidelines for HUD programs to ensure compliance and regulation.
- Prepared staff reports and presentations for projects and programs that require Council or community ad hoc approval and/or feedback.
- Assisted the City of Huntington Park in clearing previous year's findings and reaching HUD compliance.
- Currently assisting the Cities of Lynwood, Rialto, South Gate, and Ontario with CDBG program management including subrecipient management, program implementation, and compliance.

CINDY HERNANDEZ, PROGRAM MANAGER
Years with firm: 3 years
Education/Credential
- BS Human Services, California State University, Fullerton

Ms. Hernandez has over 10 years of extensive experience in program management and operations. She has excelled in overseeing multi-million-dollar contracts, ensuring the successful execution of customer deliverables while maintaining compliance with Federal regulations, company policy, and contractual obligations. She has successfully administered contracts throughout their lifecycle, from initial negotiation to final execution. This includes drafting and reviewing contract terms and conditions, coordinating with accounting teams, and monitoring contract performance. She gained valuable experience in both the government and private sectors, having actively participated in the RFP and bid management process from both perspectives.

As a Program Manager with AVANT-GARDE, Ms. Hernandez supports municipalities with HOME and HOME-ARP funded programs. She has facilitated compliance management for HUD funded programs through the oversight of Community Housing Development Organizations (CHDO) certifications, monitoring of HOME funded rental projects, and development of agreements for subrecipients.

Relevant Experience

City of Rialto & City of Perris *:* Assists with overall program management and required reporting of CDBG, CDBG-CV, and HOME, funded programs on behalf of the City. Monitors programs and activities for performance, budget, and compliance management. Prepares agendas, staff reports, PowerPoints, and resolutions. Performs review of expenditure reports and general ledgers and conducts drawdowns in collaboration with the City. Assists with the preparation of the Annual Action Plan, ConPlan, Substantial Amendments, and other City and HUD-required reports for submission.

City of South Gate *:* Assists with annual monitoring of ten HOME funded rental properties within the period of affordability. Developed a Request for Proposals for HOME-ARP funding for affordable rental housing. Issued the Notice of Funding Availability and hosted an Application Workshop for the HOME-ARP funding. Reviewed proposals and provided City with a concise synopsis of project overview, eligibility, and submission requirements.

City of El Monte: Reviews affordability compliance and occupancy requirements for a new construction rental housing project through the monitoring of income initial determinations. Collaborates with cross functional teams to ensure compliance of Federal Regulations and City municipal codes in the development of predevelopment funding agreements.

KHRISTYNNE ARAMOUNI, PROGRAM MANAGER
Years with firm: 3 years
Education/Credential
B.A. Psychology, California State Polytechnic University Pomona

Mrs. Aramouni has over 9 years of experience in Public Works and Labor Compliance services. She has extensive knowledge of the construction industry, particularly in areas related to prevailing wage and public works projects. Her responsibilities included participation in the bidding process, preparation of pre-construction documents, project and budget management, staff supervision, project closeout documentation, and compliance oversight. Mrs. Aramouni is involved in project management for Capital Improvement Projects (CIP), Community Development Block Grants (CDBG), and Labor Compliance. Her labor compliance experience involves assisting various local agencies in ensuring compliance on public works projects. This includes reviewing bid documents to confirm adherence to state and federal regulations, evaluating bid submissions from contractors, coordinating pre-bid and pre-construction meetings, and providing ongoing project support until close-out. Mrs. Aramouni also supports local agencies in conducting labor compliance to guarantee that all public works projects meet the necessary requirements.

Relevant Experience

Ms. Aramouni provides comprehensive labor compliance management and program assistance to multiple local government agencies on public works and federally/state-funded projects. Her responsibilities included managing labor compliance to ensure adherence to state and federal regulations throughout the entire project lifecycle. She conducted detailed reviews of contractor bid documents for required stipulations and facilitated pre-bid and pre-construction meetings to communicate compliance expectations. Ms. Aramouni offers ongoing project support from the initial bid process through project closeout, with a focus on regulatory maintenance, and specifically supports a multi-million dollar federally and state-funded program by ensuring compliance with all funding requirements, preparing necessary quarterly Activity, Financial, and Expenditure Reporting, and required HUD reports. Concurrently, she assists with the implementation and oversight of Capital Improvement Programs (CIP), managing a diverse portfolio of infrastructure projects, including street rehabilitation, ADA sidewalk improvements, traffic signal upgrades, and community park development, from design through construction and completion. This involved preparing and presenting complex project updates, reports, and documentation to City Council members and Public Works Department staff, drafting and finalizing essential legislative documentation such as staff reports and resolutions for monthly City Council Meetings (including Authorization to Bid and Project Acceptance), and conducting bid tabulations and preparing official award letters.

SUMMER MANN, SR. PROGRAM COORDINATOR

Years of firm: 8 years

Training/Certification

- CA LTAP Certificate of Completion – Labor Compliance Course
- CA Prevailing Wage/Public Works Compliance Training – Center for Contract Compliance
- 2021 Section 3 Final Rule Training
- Davis-Bacon Labor Standards
- Rail Safety and Wayside Worker Program Certified – METRO
- LCP tracker Training hosted by METRO
- Prevailing Wage Seminar for Public Agencies – CA Labor Commissioner's Office and Center for Contract Compliance
- FRA Roadway Worker Protection (RWP)
- Build America, Buy America Act (BABA) Certification

Ms. Mann has more than eight years of experience in providing labor compliance services. Ms. Mann is responsible for ongoing monitoring activities to ensure contractors and subcontractors comply with Davis-Bacon prevailing wage requirements. She ensures contractors and subcontractors understand and adhere to Section 3 requirements, actively monitors compliance, and reports on Section 3 accomplishments. She also assists with final project file review with the Los Angeles County Development Authority as needed. She collaborates with project managers to act as a liaison and offer support on various labor compliance projects. She enforces labor compliance regulations by conducting on-site interviews of employees, calculating prevailing wages for job classifications and duties in line with State or Federal labor laws. Ms. Mann also works closely with project contractors to ensure timely delivery of all required documents. Moreover, she monitors contracts to ensure adherence to all applicable DBE and labor compliance requirements, prepares correspondence, conducts desk audits of compliance documents and contractor submittals, prepares management reports, issues non-compliance notices to ensure contractor compliance, and prepares close-out reports.

Relevant Experience

Current client cities include the cities of San Luis Obispo, Lynwood, Pico Rivera, El Monte, La Cañada Flintridge, Norwalk, Rialto, Hawaiian Gardens, Industry, La Mirada, Commerce, Cudahy, Monterey Park, South El Monte, Temple City, West Covina, Ojai, and many more. A full list of labor compliance projects can be provided upon request.

NORMA LOPEZ, SR. PROGRAM COORDINATOR

Years with firm 6 years

Education/Credential

- B.S. in Urban and Regional Planning with Urban Design Option, California Polytechnic University, Pomona

Ms. Norma Lopez has over six years of experience in Federal, State and Local programs. Ms. Lopez has worked within the realm of City Planning, Housing and Community Development where her duties have included conducting qualitative and quantitative research, analyzing and interpreting data and statistics, processing entitlements, preparing staff reports, reviewing proposals and creating Local programs for the Community.

As a Senior Program Coordinator, Ms. Lopez works in conjunction with the project managers of the company and serves as a liaison to provide support on various projects. Ms. Lopez assists by researching and interpreting HUD funding regulations for compliance, assisting in determining eligible projects and programs. Ms. Lopez also assists in the successful administration of funding requirements and program management. Her responsibilities have included interfacing with Federal, State and Local Agencies to define, develop and manage project scopes, schedules, and cooperative agreements. Ms. Lopez has experience to several sources of funding including, but not limited to CDBG, CDBG-CV, HOME, HOME-ARP, ESG, CPF, Homekey, and PLHA.

Relevant Experience

Federal Grant Management: Ms. Lopez's responsibilities include assisting with the research, preparation, and submission of HUD reports. She reviews and analyzes bid specifications and proposals for HUD-funded projects to ensure compliance with all applicable federal labor regulations. Additionally, she conducts monitoring for CDBG and HOME-funded rental projects.

Ms. Lopez monitors the projects and activities of internal departments and sub-recipient agencies to ensure they comply with federal regulations. She also assists in creating, implementing, and reviewing program guidelines for local agencies to ensure adherence to HUD regulations. Furthermore, she prepares Environmental Reviews and Historic Preservation consultations for various HUD-funded projects and programs, including CDBG, CDBG-CV, HOME, HOME-ARP, ESG, and CPF funding for multiple local agencies. She has experience with the HUD Environmental Review Online System (HEROS). Ms. Lopez also prepares staff reports and presentations for projects and programs that require City Council approval.

ASHLEY SANCHEZ, SR. PROGRAM COORDINATOR
Years with AVANT-GARDE: 9 years
Education/ Credential

- LCP tracker Labor Compliance and Workforce Development
- California LTAP Labor Compliance
- Center of Contract Compliance

Ms. Sanchez has over nine (9) years of providing administrative support services. She has worked in conjunction with the Project Managers of the company and has served as liaison to provide support on various projects. Ms. Sanchez is fluent in both English and Spanish for both written and verbal translation. Her overall experience includes project management and coordination of CDBG, HOME, ESG, PHLA, and ARPA programs and labor compliance monitoring. Before joining the Avant Garde team, Ms. Sanchez worked with Project Return Peer Support Network and Para Los Ninos as a Human Resources Assistant for both Non-Profit organizations. She was responsible for providing administrative support by processing and updating employee records.

Relevant Experience

Housing and Mobile Rehabilitation: Ms. Sanchez assist with the coordination of the CDBG and HOME Housing Rehabilitation Grant Programs by reaching out to potential applicants, and income qualifying applicants. Oversee active projects in construction, budget tracking, report on program performance and ensure the program achieves its goals. Maintain program files and ensure compliance with HUD requirements and City's program guidelines and procedures. Services provided for the City of Rialto, Commerce, Lynwood and Hunting Park.

CDBG Subrecipient Monitoring: Assist with the management of CDBG subrecipient files and eligibility. This includes review of applications, preparation of agreements, review of quarterly reports, verification of reimbursements submitted, budget tracking. In addition, support services have been provided to assist with time record keeping of the Graffiti Abatement and Code Enforcement Program. Maintain program files and ensure compliance with HUD requirements and City's program guidelines and procedures. Services provided for the City of Lynwood, Montebello, South Gate, and Huntington Park.

Measure A – Rental Assistance: Assist with the implementation and administration of the Measure A Rental Assistance Program in accordance with adopted program guidelines and local requirements. Services provided to the City of Huntington Park

PLHA Rental Assistance: Provide management and implementation support for the Permanent Local Housing Allocation (PLHA) Program. Responsibilities include coordinating with tenants and landlords, conducting income calculations, and collecting required documentation in compliance with program guidelines. Duties also include processing landlord agreements and coordinating with City staff to ensure rental assistance payments are issued directly to landlords. Services provided to the City of Lynwood.

DAVID SANCHEZ, SR. PROGRAM COORDINATOR
Years with firm: 4 years
Training/Credential

- Rail Safety and Wayside Woker - METRO
- California LTAP Labor Compliance
- NSPIRE Inspector Training Program

As a Sr. Program Coordinator, Mr. Sanchez's main responsibilities include project management, labor compliance and construction management assistance for CDBG and HOME Program. He has worked in conjunction with the project managers of the company and served as a liaison to provide support on various projects.

Mr. Sanchez has assisted in completing tasks related to both CDBG and HOME funded housing rehabilitation programs. He follows up with project contractors to obtain all necessary documentation in a timely and complete manner. Mr. Sanchez has provided housing rehabilitation and labor compliance services on more than 50 projects.

Relevant City Experience includes:

Housing Rehabilitation Experience: Assists with CDBG and HOME Housing Rehabilitation Grant and Loan Programs by reaching out to potential applicants; determining homeowners eligibility; meeting with applicants to review and sign necessary documents; performing site inspections, monitoring and evaluating construction and remodeling work; preparing work write ups and specifications, cost estimates, and change orders for rehabilitations work by contractors; drafting bid invitations, reviewing bids and establishing and maintaining project files to ensure documentation complies with HUD requirements and City's program guidelines and procedures. Services provided for the Cities of Cudahy, Commerce, El Monte, Huntington Park, Montebello, Rosemead, Rialto and South Gate.

Commercial Façade Improvement Experience: Assists with CDBG Grant Programs by reaching out to potential applicants; determining business owners eligibility; meeting with applicants to review and sign necessary documents; performing site inspections, monitoring and evaluating construction and remodeling work; preparing work write ups and specifications, cost estimates, and change orders for rehabilitations work by contractors; drafting bid invitations, reviewing bids and establishing and maintaining project files to ensure documentation complies with HUD requirements and City's program guidelines and procedures. Services provided for the City of South Gate and Lynwood.

Labor Compliance: Mr. Sanchez conducts on-site field interviews and collaborates with contractors and subcontractors on all projects to guarantee compliance with California Labor Code regulations, the Federal Davis-Bacon Act, Section 3 requirements, and all other relevant regulations. In addition to this, part of Ms. Sanchez's responsibilities as a member of the Labor Compliance Team is to ensure that appropriate legal measures are taken in case of any discovered violations.

ADRIANA ROBLEDO, PROGRAM COORDINATOR

Years with AVANT-GARDE: 4 years

Education/Credential

- B.A. Political Science & Chicano Studies, California State University, Fullerton

Ms. Robledo provides Grant Administration and Public Outreach support for projects for AVANT GARDE. She previously worked with the City of Pomona, the Downtown Ontario Improvement Association, and the Ontario Chamber of Commerce, the developing public policy and business strategies. She provided similar support and direction as a board member for the Pomona Chamber of Commerce and the Downtown Pomona Owner's Association. She also worked as an independent contractor to various companies, boosting business awareness across challenging markets with administrative support and organizing special events.

Relevant Experience

Housing Support Administrative Services

Provide administrative support and reporting services for the Housing Programs including Staff Reports, presentations, and notes.

- City of Huntington Park

Local Solution Funds - Measure A

Assist with the file review, management and monitoring of the City's Local Solution Funds, Measure A Funds.

- City of Huntington Park

Point in Time Count

Assist as the Site Coordinator for coordination and deployment of volunteers for the annual point in time count to verify homeless/unhoused individuals within the City's designated census tracts.

- City of Huntington Park

Entitlement Grants Subrecipient Management Experience

Assist with the file review, management and monitoring of entitlement subrecipients. This includes reviews for eligibility and file management of applications, preparation of agreements, implementation of program, review of statistical reports, match, and verification of request for reimbursement submitted. Yearly program monitoring to ensure adherence to regulation compliance and auditing, are also conducted. These services have been provided to the following agencies:

- City of Huntington Park
  - CDBG-CV, PLHA
- City of Moreno Valley
  - ESG, HOME

Technical Proposal

It is our understanding that the City of Palmdale is seeking a highly qualified consultant to provide comprehensive consulting services to provide technical assistance and program administration support for federally funded housing and community development programs, including: CDBG, CDBG-CV, HOME, NSP, HOME-ARP, and ARPA projects. AVANT-GARDE is committed and qualified to provide the scope of work as requested and detailed in the City's Request for Proposal: Section 3- Scope of Services/Work. The scope of work identified below is based on a typical support services provided by our firm in other municipalities. Our scope can be modified based on the needs of the City.

- Assist with managing the City's CDBG, CDBG-CV, HOME, NSP, HOME-ARP, and ARPA annual programs administered through HUD, plus any carryover from prior years. Close-out and transfer of one-time grants for the Neighborhood Stabilization Program (NSP 1, 2 & 3).
- Produce and provide Annual Action Plan, CAPER, and any amendments as needed, in accordance with HUD deadlines.
- Assist in the development of CDBG and HOME funded activities and programs.
- Assist with the maintenance of the activities on IDIS.
- Review financial records and assist city accountant with the reconciliation
- Prepare agreements, including subrecipient agreements, MOUs, and housing agreements.
- Manage IDIS, HEROS, and DRGR including setting up activities, revising and funding activities, updating accomplishments and beneficiary information, and clearing flags.
- Prepare and route environmental review records to be fully executed and entered in HEROS for all activities.
- Prepare and submit all required federal reporting in accordance with HUD deadlines. This includes Section 3, Semi-Annual Labor Standards Enforcement Report, Minority Business Enterprise and Women Business Enterprise Reporting.
- Conduct research as needed to accurately provide technical assistance to City staff and subrecipients.
- Review and approve reimbursement requests in accordance with HUD guidelines and subrecipient agreements.
- Accurately apply various CFR regulations and requirements to determine whether a program/project is in compliance.
- Maintain and monitor City and subrecipient fund expenditures and program accomplishments.
- Conduct required monitoring of subrecipients and their programs including various City Departments.

If needed our staff can also assist with the following:

- Program Evaluation Report: provide City staff with a comprehensive evaluation report on the City's compliance with HUD regulations. Report will include the status of all City programs, any lapses in program implementation, and recommendations for ensuring compliance with HUD requirements. This report will be presented to staff within 120 days of Agreement commencement.
- Technical assistance in the review of private-public partnerships, site and neighborhood standards, income determinations, and similar program criteria.
- Technical assistance with updating the City's Policies and Procedures as needed.
- Determining eligible and ineligible CDBG and HOME activities such as eligible project costs, eligible administrative and planning costs, and similar program criteria.
- Provide technical assistance in evaluating affordable housing projects, including maximum subsidy per unit, underwriting requirements, and subsidy layering.
- Technical assistance on other federal requirements including: affirmative marketing, minority outreach, environmental review, displacement, relocation, acquisition, opportunity, disclosure requirements, debarred, suspended, or ineligible contractors, and drug-free work place.
- Attend necessary City Council and/or Public Hearings and respond to HUD follow-up questions needed to receive necessary HUD approvals.
- Gather available and necessary documents for HUD audits, and prepare the follow-up correspondence. Technical expertise in responding to any HUD audit findings and/or concerns, take corrective actions, answer questions, and follow up with any other information as requested and/or needed.
- Provide a high standard of care and support to internal customers (such as City elected officials and staff) and external customers (such as residents, business owners, contractors, developers, and staff from municipal, state, and federal agencies).
- Assist staff with Community Housing Development Organization (CHDO) outreach and certification process.
- Oversee labor standards compliance including preparation of notices, bid documents, review of weekly certified payrolls, employee interviews, verification of contractor licensing and debarred status, review bonding, conduct pre-construction conference, issue notice of award and notice to proceed, oversee payments to contractors, approve change orders, and issue notice of completion.

Property Rehabilitation Services:

- Administer and implement the City's Property Rehabilitation programs which includes:

- Collecting data and preparing necessary reports for the City and HUD.
- Ensure all required documentation is present in client files, e.g. historical review and lead based paint notification.
- Review of income documentation.
- Meet with applicants, review, and approve program participation.
- Perform initial field inspection of properties for which rehabilitation assistance is requested.
- Prepare written inspection reports and cost estimates connected with the above inspection.
- Prepare loan document and/or document for approval of grants or rebates.
- Conduct bid process procedures, review of bids, selection of contractors, and staff, as appropriate.
- Arrange pre-construction meetings with contractors, property owners, and staff, as appropriate.
- Conduct progress inspections and recommend approval of progress payments.
- Conduct final inspection.
- Provide progress and/or activity reports and complete projects in a timely manner.
- Maintain Project Filing System and Documentation Checklists. Maintain case files including but not limited to application and documentation of eligibility, work write-ups, documents on all necessary licenses and permits, site visit/inspection reports, invoices for payment. Maintain these and other program and financial records in accordance with HUD record keeping requirements as specified.
- Ensure administration and compliance with all applicable federal, state, and local laws, rules, regulations, and policies including national objectives as required by HUD.
- Respond to public inquiries regarding HUD programs.
- Respond to HUD letters and/or memorandums as needed. Act as City's liaison and representative to facilitate communication between the City and HUD as well as represent the City at community meetings, City Council, meetings with staff, or workshops as needed or directed.

WORK PLAN

The most immediate value that we will add to the City of Palmdale is the exponential extension of AVANT-GARDE staff. It is our preferred style to become an extension of the City by combining resources and providing the added ability to take on projects from beginning analysis and strategic planning through implementation. We can call upon the skills of the professionals in our organization to fill in where the City may not have available staff or expertise. While the City staff is engaged in day-to-day operations, our staff has the capacity to evaluate and manage development projects on behalf of the City. Additionally, we share our insights and professional expertise, as well as best practices which we have applied successfully, with staff in the manner of in-house training.

CDBG AND HOME ADMINISTRATION

COORDINATION WITH HUD

AVANT-GARDE will liaise with HUD as needed. We will provide HUD with the required input for the Consolidated Plan, Annual Action Plan, and CAPER. AVANT-GARDE will collect the necessary documents to adhere to HUD's strict deadline for review and comment. The content and form of these documents will be evaluated pursuant to the regulations of HUD and achievement of the City's goals and objectives. We will review and update the CDBG and HOME Program Manuals as needed. AVANT-GARDE is available to participate in HUD project and program monitoring reviews and participate in the Single Audit review of CDBG, HOME, and ESG activities. Upon request, AVANT-GARDE will prepare agenda reports for City Council meetings relating to program activities as needed. As requested by City staff, AVANT-GARDE will attend Council Meetings and present on program activities.

Neighborhood Stabilization Program (NSP) ADMINISTRATION

Our approach to NSP administration is designed to ensure timely reporting, regulatory compliance, and efficient coordination with HUD. This includes the close-out and transfer of one-time grants for NSP 1, 2, and 3. As the NSP funds are sunsetting, the AVANT-GARDE work plan outlines the following key tasks and will be adjusted as needed:

- HUD Coordination: Serve as liaison with HUD field office staff, responding to inquiries and resolving issues as needed.
- Reporting: Prepare and submit Quarterly Cash Transaction and Quarterly Performance Reports, ensuring accuracy and timely delivery.
- DRGR Management: Set up and maintain all activities in DRGR, including data entry, validation, and recordkeeping to support audit readiness.
- Financial Oversight: Process NSP drawdown requests, verifying eligibility, documentation, and budget alignment.

HOME-ARP

HOME-ARP is a one-time allocation to be used for strategic local investments in housing, homelessness assistance, and supportive services implementation. Agencies are responsible for managing the day-to-day operations of HOME-ARP programs and should assess and expand capacity as needed to ensure effective program implementation.

AVANT-GARDE has provided the City technical assistance for HOME-ARP and also assisted with review of the HOME-ARP plan prepared by City staff prior to submittal to HUD. Our team has been a great support to City staff to ensure requirements are met. AVANT-GARDE will provide guidance to ensure that NEPA requirements are completed, and will assist with the SHPO clearance process. Our team will conduct preliminary underwriting review of potential projects. Our team will continue to assist the City with underwriting and due diligence tasks including:

- Assess project viability and long-term financial feasibility for the project.
- Determine funding gaps and confirm needed HOME-ARP investment.
- Complete subsidy layering underwriting and developer capacity assessment.
- Ensure NEPA is completed and assist with the preparation of a Request for Release of Funds if required.
- Assist city staff with the preparation of HOME-ARP development and commitment agreements. This includes coordination with the City Attorney's office and preparation of staff reports as needed.
- Document Qualifying Population (QP) eligibility (at lease up) and income determinations (throughout tenancy) and conduct inspections when required.
- Complete HUD required reporting and assist with the preparation for audits.
- Provide ongoing support to city staff to ensure compliance during underwriting, due diligence, and monitoring.

HOME MONITORING

1. Obtain list of HOME Funded rental properties from the City.
2. Obtain copies of Agreements between the City and the HOME assisted Properties
3. Once a list of properties has been determined; draft a schedule for monitoring and unit inspections
4. Issue Initial Monitoring Letter
5. Monitor and conduct unit inspections
6. Prepare Monitoring Report, conduct following up the Monitoring Report and closeout

FISCAL REPORTING

AVANT-GARDE will prepare and submit to HUD all required fiscal and programmatic reports and forms which includes collection of data for submission of quarterly grantee performance reports, Semi-Annual Labor Standards Enforcement reports and Contract and Subcontract Activity Reports as well as preparation and submittal of all other required HUD submissions for the program year. AVANT-GARDE will also prepare all required Planning Summaries, Environmental Service Request (ESR) forms, etc. for the CDBG program and submit them to HUD by the required deadlines. We will also monitor project implementation, progress, and expenditures. AVANT-GARDE will review financial summaries to ensure conformity with project accomplishments. In addition, we will coordinate with the Finance Department and other departments as necessary to ensure that a process is set up for monitoring and tracking of all program expenditures.

PROGRAM MONITORING

AVANT-GARDE will ensure that funded projects meet Federal eligibility and meet HUD compliance requirements including meeting national objective, procurement procedures, reimbursement and participant eligibility. AVANT-GARDE will monitor and report program income. We will ensure that environmental procedures are followed for all HUD funded programs and/or projects. In addition, procurement procedures will be established and monitored for awarded project contracts funded with CDBG and/or HOME funds. This includes coordination with HUD and submission of required documents. AVANT-GARDE will comply with all HUD established guidelines and procedures. Avant-Garde can also prepare environmental documents for exempt projects and assist the city with preparation of request for release of funds when applicable. Our team is experienced in preparation of these documents and using the HERO's system.

ENVIRONMENTAL REVIEWS (NEPA)

- Prepare the Environmental Review for Activity/Project that is Categorically Excluded Subject to Section 58.5 Pursuant to 24 CFR 58.35(a).
- Document compliance with 24 CFR50.4,58.5, and 58.6 Laws and Authorities and record the compliance or conformance determinations for each statute, executive order, or regulation. As part of the checklist, we will provide credible, traceable, and supportive source documentation for each authority. Where applicable, we will complete the necessary reviews or consultations and obtain or note applicable permits of approvals. Clearly note citations, dates/names/titles of contacts, and page references. All supporting documentation will be attached to the ERR.
- Radon testing: an EPA Approved Short-Term Radon Tester will be used perform the required testing as part of the environmental review when applicable to the project.

- Environmental Reviews will be uploaded in the Online System (HEROS). HEROS is a web-based system for Responsible Entities to prepare and manage their Environmental Review Records (ERR).

PUBLIC SERVICES GRANT PROCESSING

AVANT-GARDE will assist the City in all activities related to Public Service Grant Processing. Activities will include the following:

- Review and evaluate funding applications by Sub-Grantees.
- Prepare reports and present recommendations.
- Prepare and administer Public Service grant contracts.
- Ensure that all City required documents are submitted prior to funding (i.e. executed contracts, purchase requisitions, City approved insurance, and expenditure back-up documentation.
- Monitor sub-grantees programmatic and fiscal performance.
- Provide technical assistance to sub-grantees to ensure that they follow established guidelines and procedures.

Coordinate with City Staff on invoices, general administrative issues: Our staff will work closely with the City's program manager and the City's finance department to ensure that all project costs are tracked, paid and reimbursed in compliance with HUD.

- Provide public information at the direction of the City: Our Program staff are well versed in ensuring that the community is aware of the programs available through the City. If the program needs to be promoted to engage participation our team is ready to assist the City. We have developed program brochures, held community meetings etc.

- Provide the City with monthly status reports: Monthly reports will be submitted to the City with an activity log. In addition, our monthly invoices will be broken down per activity to ensure that project delivery costs are kept for each project.

CONSOLIDATED ANNUAL PERFORMANCE & EVALUATION REPORT (CAPER)

AVANT-GARDE is available to provide general guidance with the development of the Consolidated Annual Performance and Evaluation Report (CAPER) which provides annual performance reporting on client outputs and outcomes that enables an assessment of grantee performance in achieving the housing stability outcome measure.

AVANT-GARDE's approach to plan preparation is largely based on HUD guidance. Recently HUD incorporated the Consolidated Plan and CAPER into IDIS OnLine so that all key elements of the grants management cycle are integrated into a single system. This is expected to ensure consistency among the goals described in the Consolidated Plan and Action Plan and the

outcomes tracked in IDIS and reported in CAPER, making the Consolidated Plan a more useful management tool.

LABOR COMPLIANCE AND SECTION 3 MONITORING

AVANT-GARDE will provide the following services for construction projects that require Labor Compliance and Section 3 monitoring:

- Review of the Specifications to ensure HUD compliance.
- Review documents submitted by contractors following the bid opening.
- Attend the Pre-bid meeting and Pre-construction meeting.
- Set up and maintain Labor Standards Enforcement Files.
- Review contractors and subcontractors for Federal project eligibility through the state license board, DIR, and SAM.
- Review Contractor's compliance with all State and Federal required postings such as the prevailing wage rates and EEO policies as well as the Contractor's Compliance with Section 3.
- Conduct Employee Field Interviews to confirm worker classification and wage rate of the project workforce conforms to the applicable Davis-Bacon Wage Decision.
- Reconcile Weekly Certified Payroll Reports (CPR) and Supporting Documentation with wage decision and employee field interviews. Perform continuous and timely monitoring reviews of CPRs and related submissions for compliance.
- Identify violations and investigate complaints of underpayment to workers. Submit and file all required forms to appropriate parties. In the event any labor violations are reported and investigations confirm the violations, prepare investigative reports and backup. Violations will be reported and discussed with the City prior to reporting to the Department of Industrial Relations and any other agencies required by Federal or State Laws and Regulations.

MONITORING STANDARDS

As outlined in the Request for Proposals all monitoring activities conducted under this engagement shall adhere to the standards and requirements set forth in the *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (commonly referred to as *Uniform Guidance*), codified at **2 CFR Part 200**.

PUBLIC SERVICES GRANT PROCESSING

AVANT-GARDE will assist the City in all activities related to Public Service Grant Processing. Activities will include the following:

- Review and evaluate funding applications by Sub-Grantees.

- Prepare and administer Public Service grant contracts.
- Ensure that all City required documents are submitted prior to funding (i.e. executed contracts, purchase requisitions, City approved insurance, and expenditure back-up documentation.
- Monitor sub-grantees programmatic and fiscal performance.
- Provide technical assistance to sub-grantees to ensure that they follow established guidelines and procedures.

1. ***Program Methodology & Management***

The success of projects often depends on the strength of the collaboration between the city staff and the consultant. To this end, we would initiate this program with a thorough review of the proposal and a discussion of how well it meets the stated goals and objectives of the City. Any gaps, omissions or additional requirements are determined and discussed for possible inclusion in the services to be provided. This initial review is followed by a detailed summary of the methodology, product deliverables and a timeline with benchmarks clearly identified. This document would be approved by the authorized City staff and then becomes the guiding document. Any changes to this original document and timeline are quickly reduced to writing and approved by both the client and our firm. The purpose is to ensure that we are always moving toward the common and agreed upon goal and that the progress is consistent with the needs of the City.

In order for the process and the program to proceed according to the needs of the City it is critical that certain exchanges and procedures occur between staff and consultant. AVANT-GARDE will make every effort to ensure staff is fully informed of all tasks undertaken and the results and findings we develop. We will be available and fully prepared to discuss the program and to collaborate when a change in course may be advisable. Most importantly, the City will receive services and product deliverables that are founded on good planning and economic development principles and in a format that is easy to use, apply and update as conditions may change.

In summary, our approach to program management is to agree on the goals and objectives to be achieved at the inception of the project. The process and product deliverables are reduced to writing so that both the City and our firm have a clear understanding of the project parameters and the method by which success is to be achieved. AVANT-GARDE will prepare a timeline that is updated regularly to ensure that the project(s) and programs remain on track and/or that required extensions are known in advance and agreed upon by City staff. We maintain regular and consistent communication with scheduled meetings to update City staff on the status of the various project tasks and to share findings and results. These basic principles have served our firm well and significantly contributed to the success we have experienced with all of our past assignments.

Stakeholders and Community Outreach: AVANT-GARDE is committed to clear communication, inclusive of internal and external office coordination, coordination with assisting or collaborative consultants, and identified stakeholders. AVANT-GARDE can assist the City in developing communication messages and organizing and managing events and meetings intended to draw attention to the City's HUD funded programs.

2. Client Satisfaction

AVANT-GARDE requires that adequate quality assurance/quality control (QA/QC) be implemented on each project. The Project Director provides the leadership and guidance to obtain the end results for all services provided by the company. Generally, a project management plan is prepared. The project management plan defines specific project deliverables, implementation criteria, staff and resource loading, work task schedule with project milestones, and project responsibilities. The project management plan and the QA/QC plan are complimentary and are mutually incorporative. Daily contact by the Project Director with each on-going activity provides support and guidance, maintains focus and momentum, and monitors the quality of work. Regularly scheduled project staff meetings for reviewing and general work status, reviewing technical elements of the project, coordinating and interfacing of activities, reviewing costs, and discussing upcoming activities and responsibilities are all standard procedures of our quality assurance to each and every project.

AVANT-GARDE is committed to excellence and stands behind our reputation to provide only the highest level of products and services in an effort to enhance the quality of life for the communities we serve. Whether working on a specific project or a long-term program, our clients will always receive our blend of expertise to ensure every one of their goals are met.

Typical Project Timeline

This schedule illustrates City activities for FY 2027/2028 Annual Action Plan and FY 2026/2027 CAPER; consultants will follow a strict timeline. A refined schedule with detailed tasks will be produced after an initial kick-off meeting.

CDBG & HOME Management	**Task Schedule**		
	Begin	**Complete**	**Deliverable**
FY 27/28 Funding Application Process	Nov 2026	Jan 2027	Distribute and review schedule, prepare NOFA, applications available
Technical Assistance Workshop for FY 27/28, Applications Due	Nov 2026	Jan 2027	Prepare PowerPoint and handouts, conduct workshop, accept and review applications

FY 27/28 Annual Action Plan	Feb 2027	Early April 2027	Review budget and requests with staff, prepare draft AAP, publish notice of public hearing, 30-day comment period, City Council adopts AAP
Semi Annual Labor Standards Enforcement Report Due		April 5	
FY 27/28 Annual Action Plan Due to HUD	May 2027	May 15	Upload adopted AAP, resolution into IDIS
FY 27/28 CDBG/HOME Set Up	June 2027	July 2027	Complete ERR's, execute agreements, set up activities in IDIS, set up files, onboard subs
FY 26/27 CAPER	Aug 2027	Sep 2027	Prepare Draft, publish notice, conduct public hearing, City Council adopt CAPER
FY 26/27 CAPER Due to HUD		Sep 2027	Upload adopted CAPER, resolution into IDIS
Collect, audit, and monitor monthly/quarterly reports, MATCH (if applicable) and reimbursement requests	10/2027 1/2028 4/2028 7/2028	Ongoing	Assist and ensure subrecipients submit timely reports. Submit reimbursement packages for payment processing
Conduct site visits/ subrecipient audits	Oct 2026	Nov 2026	Schedule visits, conduct monitoring visits, prepare reports for file
Semi Annual Labor Standards Enforcement Report Due		Oct 2026	

General Attachments

- Exhibit C: W-9
- Exhibit D: Affidavit of Non-Collusion and Non-Discrimination
- Exhibit E: Certificate of Insurance
- Exhibit F: Bidder Disclosure Statements
- Exhibit G: Client References
- Exhibit H: Deviations and/or Expectations Form
- Exhibit I: Iran Contracting Act Verification

Exhibit C: W-9

Exhibit C

Form **W-9**
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
Advanced Avant-Garde Corporation

2 Business name/disregarded entity name, if different from above
Avant-Garde Inc.

3 Check appropriate box for federal tax classification; check only **one** of the following seven boxes:
☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate
☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶
Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.
☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
Exempt payee code (if any)
Exemption from FATCA reporting code (if any)
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)

Requester's name and address (optional)

6 City, state, and ZIP code
Diamond Bar, CA 91789

7 List account number(s) here (optional)

Part I **Taxpayer Identification Number (TIN)**

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number
☐ - ☐ - ☐

or

Employer identification number
01 - 0749431

Part II **Certification**

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here **Signature of U.S. person ▶** **Date ▶** 4/17/2026

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at *www.irs.gov/fw9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

Cat. No. 10231X Form **W-9** (Rev. 12-2014)

Page 4 of 13

Exhibit D: Affidavit of Non-Collusion and Non-Discrimination

CITY OF PALMDALE

AFFIDAVIT OF NON-COLLUSION and NON-DISCRIMINATION
Exhibit D

I hereby swear (or affirm) under the penalty of perjury:

A. The prices in this proposal have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder/proposer or with any competitor;

B. Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the bidder/proposer and will not knowingly be disclosed by the proposer prior to opening, directly or indirectly, to any other proposer or to any competitor; and

C. No attempt has been made or will be made by the bidder/proposer to induce any other person, partnership, or corporation to submit or not submit a proposal for the purpose of restricting competition.

D. The Bidder/Proposer does not discriminate against any employee or applicant for employment or person to whom it provides services because of race, color, religion, age, sex, sexual orientation, gender identity, national origin, or disability, and that it complies with all applicable Federal, State and local laws and executive orders regarding employment.

In connection with the performance of work under this contract, the Bidder or Proposer agrees as follows:

1. The Bidder or Proposer agrees not to discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, gender identity, national origin, or ancestry. The Bidder or Proposer shall take affirmative action to ensure that employees are treated without regard to their race, creed, color, national origin, sex, sexual orientation, gender identity, or ancestry.

2. In the event of the Bidder's or Proposer's non-compliance with this non-discrimination clause, the Bidder or Proposer may be canceled or terminated. The Bidder or Proposer may be declared ineligible for further contracts with the City of Palmdale until satisfactory proof of intent to comply shall be made by the Bidder or Proposer.

3. The contract agrees to include this non-discrimination clause in any sub-contracts connected with the performance of this agreement.

I have read the above stated clauses and agree to abide by its requirements.

Authorized Signature: Ana M. LeNoue Printed Name/Title: Ana Marie LeNoue, President

Company Name: Advanced Avant-Garde Corporation

Doing Business As: Avant-Garde Inc.

Page **5** of **13**

Exhibit E: Certificate of Insurance

CITY OF PALMDALE

CERTIFICATION OF INSURABILITY
Exhibit E

I hereby swear (or affirm) under the penalty of perjury:

As an authorized representative of the proposing company, should our Company be determined to be the Successful Proposer, our Company will promptly provide such proof of insurance to the City within five (5) business days in reply to the CITY's *Notice of Intent to Award*. The CITY will remind the Apparent Successful Proposer in the *Notice of Intent to Award* letter. Proof of insurance requirements may be submitted electronically to the email address below with the RFP Number and Title referenced in the Subject field:

To: Purchasing@cityofpalmdale.org

Contracts will not be executed until formal proof of all required insurance(s) pursuant to **Attachment B** – *Sample Contract for Services* for **RFP No. 26-001-6400** **Title:** Consultant and Technical Assistance Services for Consolidated Plan Grant Programs have been received and approved by the CITY. It is agreed that the Apparent Successful Proposer shall maintain in force at all times during the performance of the engagement all policy or policies of insurance.

If the CITY requires corrections (i.e., limits, endorsements) the Successful Proposer has five (5) days from such request to complete all corrections. Failure to meet these deadlines will allow the CITY the right to reject the Proposer's proposal as non-responsive and proceed to the next finalist.

I hereby assure City of Palmdale that the company has or is able to procure the insurance coverage(s) required should the Company be awarded the Contract and shall maintain all the insurance requirements by the submission of this offer.

Advanced Avant-Garde Corporation

Proposer Company Name

Signature of Authorized Representative signing on behalf on Proposer

Ana Marie LeNoue

Print Name of Authorized Representative of Proposer Company

4/17/2026

Date

Page **6** of **13**

ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 12/17/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
AssuredPartners Design Professionals Insurance Services, LLC
3697 Mt. Diablo Blvd Suite 230
Lafayette CA 94549

License#: 6003745

CONTACT NAME: Jennifer Davis
PHONE (A/C, No, Ext): 360-299-8568 FAX (A/C, No):
E-MAIL ADDRESS: CertsDesignPro@AssuredPartners.com

INSURER(S) AFFORDING COVERAGE	NAIC #
INSURER A : Hartford Underwriters Insurance Company	30104
INSURER B : Underwriters at Lloyd's, London/CFC Underwriting L	
INSURER C : Admiral Insurance Company	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
Advanced Avant-Garde Corporation
807 S Lemon Ave
Diamond Bar CA 91789

ADVAAVA-01

COVERAGES **CERTIFICATE NUMBER:** 1752884996 **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	X COMMERCIAL GENERAL LIABILITY			57SBABM5VTT	7/1/2025	7/1/2026	EACH OCCURRENCE	$ 2,000,000
	CLAIMS-MADE X OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	$ 1,000,000
	X Contractual Liab						MED EXP (Any one person)	$ 10,000
	Included						PERSONAL & ADV INJURY	$ 2,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	$ 4,000,000
	X POLICY PRO-JECT LOC						PRODUCTS - COMP/OP AGG	$ 4,000,000
	OTHER:							$
A	AUTOMOBILE LIABILITY			57SBABM5VTT	7/1/2025	7/1/2026	COMBINED SINGLE LIMIT (Ea accident)	$ 2,000,000
	ANY AUTO						BODILY INJURY (Per person)	$
	OWNED AUTOS ONLY / SCHEDULED AUTOS						BODILY INJURY (Per accident)	$
	X HIRED AUTOS ONLY / X NON-OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	$
								$
A	X UMBRELLA LIAB X OCCUR			57SBABM5VTT	7/1/2025	7/1/2026	EACH OCCURRENCE	$ 2,000,000
	EXCESS LIAB CLAIMS-MADE						AGGREGATE	$ 2,000,000
	DED X RETENTION $ 10,000							$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE / OTH-ER	
	ANYPROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y / N (Mandatory in NH)	N / A					E.L. EACH ACCIDENT	$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	$
							E.L. DISEASE - POLICY LIMIT	$
C	Professional Liability			EO00003160611	12/17/2025	12/17/2026	Per Claim/$1,000,000	Agg Lim/$2,000,000
B	Cyber Liability			ESO0140617592	12/17/2025	12/17/2026	Per Claim/$1,000,000	Agg Lim/$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
Insured owns no company vehicles; therefore, hired/non-owned auto is the maximum coverage that applies. The following policies are included in the underlying schedule of insurance for umbrella/excess liability: General Liability/Auto Liability/Employer's Liability.

CERTIFICATE HOLDER

For Proposal Purposes Only

CANCELLATION 30 Day Notice of Cancellation

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ACORD®

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY): 04/21/2026

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATIONIS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER
AUTOMATIC DATA PROCESSING INS AGCY
76250717
71 HANOVER ROAD
FLORHAM PARK NJ 07932

CONTACT NAME:
PHONE (A/C, No, Ext): (800) 524-7024
FAX (A/C, No): (800) 524-4013
E-MAIL ADDRESS:

INSURER(S) AFFORDING COVERAGE	NAIC#
INSURER A : Hartford Fire and Its P&C Affiliates	00914
INSURER B :	
INSURER C :	
INSURER D :	
INSURER E :	
INSURER F :	

INSURED
ADVANCED AVANT GARDE, INC. DBA AVANT GARDE INC
807 S LEMON AVE
DIAMOND BAR CA 91789-2906

COVERAGES **CERTIFICATE NUMBER:** **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED.NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/Y YYY)	LIMITS	
	COMMERCIAL GENERAL LIABILITY						EACH OCCURRENCE	
	CLAIMS-MADE / OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	
							MED EXP (Any one person)	
							PERSONAL & ADV INJURY	
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE	
	POLICY / PRO-JECT / LOC						PRODUCTS - COMP/OP AGG	
	OTHER:							
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident)	
	ANY AUTO						BODILY INJURY (Per person)	
	ALL OWNED AUTOS / SCHEDULED AUTOS						BODILY INJURY (Per accident)	
	HIRED AUTOS / NON-OWNED AUTOS						PROPERTY DAMAGE (Per accident)	
	UMBRELLA LIAB / **EXCESS LIAB**						EACH OCCURRENCE	
	OCCUR / CLAIMS-MADE						AGGREGATE	
	DED / RETENTION $							
A	**WORKERS COMPENSATION AND EMPLOYERS' LIABILITY**						X PER STATUTE / OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? Y/N	N/ A		76 WEG AG0J3A	04/01/2026	04/01/2027	E.L. EACH ACCIDENT	$1,000,000
	(Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE -EA EMPLOYEE	$1,000,000
							E.L. DISEASE - POLICY LIMIT	$1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES **(ACORD 101, Additional Remarks Schedule, may be attached if more space is required)**
Those usual to the Insured's Operations.

CERTIFICATE HOLDER
For Informational Purposes
807 S LEMON AVE
DIAMOND BAR CA 91789-2906

CANCELLATION
SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE
Susan L. Castaneda

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Exhibit F: Bidder Disclosure Statements

BIDDER DISCLOSURE STATEMENTS

Exhibit F

The Bidder must provide a declarative (yes/no) answer regarding the following questions. If any answer is affirmative, the Bidder must provide full details about the matter. While not an automatic cause for disqualification, an affirmative answer may result in an evaluation of the Bidder's responsibility. A decision will then be made based on the seriousness of the matter, the matter's possible impact on the performance of the contract, and the best interests of the City of Palmdale.

Within the past five (5) years:

ITEM	DISCLOSURE STATEMENT	YES	NO
A.	Has the Bidder and/or subject company had a contract terminated for default or cause?	○	◉
B.	Has the Bidder and/or subject company been assessed any penalties, including liquidated damages, under any of its existing or past contracts with any organization or governmental entity?	○	◉
C.	Has the Bidder and/or subject company been the subject of any governmental action limiting the right of the Bidder and/or subject company to do business with that entity or any other governmental entity?	○	◉
D.	Has trading in the stock of the subject company ever been suspended? Give date and explanation.	○	◉
E.	Has the Bidder and/or subject company previously operated as a like-kind business under any other business name and/or taxpayer identification number?	○	◉
F.	Has the Bidder and/or subject company, any company officer, or any owner of a twenty (20%) percent interest or greater in the subject company, filed bankruptcy, reorganization, a debt arrangement, moratorium, or any proceeding under any bankruptcy or insolvency law, or any dissolution or liquidation proceeding?	○	◉

By the signature affixed to **Exhibit B** – *Offer Signature / Cover Page* of this Solicitation, Respondent hereby certifies that the above information is true and accurate.

This completed form must be returned as part of the bid response. Failure to complete this page may deem your bid not responsive.

Exhibit G: Client References

CLIENT REFERENCES

Exhibit G

The following is a list of four (4) references that most closely reflect similar projects to the scope of services/work of the City of Palmdale within the past three (3) years. References will be asked to complete a questionnaire and asked to return it to the Purchasing Division directly by a designated date and time. It is the Respondent's responsibility to ensure that Reference Contacts are willing to provide a reference. To expedite the evaluation process the City requests accurate email and/or fax number information be provided.

Reference #1

Name of Organization: City of Lynwood

Address: 11330 Bullis Rd., Lynwood, CA 90262

Email Address: strejo@lynwoodca.gov Fax:

Telephone: (310) 603-0220 Contact Name: Suzanne Trejo

Contact Title: Service Dates: 2020-2025

Project Manager: Suzanne Trejo Bid No. (if applicable) n/a

Summary of Project: AVANT-GARDE is providing grant administration services to the City of Lynwood Services include administration of CDBG, HOME, PLHA and HOME-ARP .

Project Cost: Approx: $981,795

Reference #2

Name of Organization: City of South Gate

Address: 8650 California Ave., South Gate, CA 90280

Email Address: caverell2@sogate.org Fax:

Telephone: (323) 563-9535 Contact Name: Carol Averell

Contact Title: Housing Manager Service Dates: 2023-2027

Project Manager: Carol Averell Bid No. (if applicable) n/a

Summary of Project: AVANT-GARDE is providing grant administration services to the City of South Gate. Services include administration of CDBG, HOME, HOME-ARP, and CalHome funds.

Project Cost: Approx.: $725,270

Reference #3

Name of Organization: City of Rialto

Address: 150 S. Palm Ave., Rialto, CA 92376

Email Address: kdame@rialtoca.gov Fax:

Telephone: (909) 820-8034 Contact Name: Kim Dame

Contact Title: Administrative Analyst Service Dates: 2021-2026

Project Manager: Kim Dame Bid No. (if applicable) n/a

Summary of Project: AVANT-GARDE is providing grant administration services to the City of Rialto. Services include administration of CDBG, HOME, NSP, and CalHome.

Project Cost: Approx.: $1,595,450

Reference #4

Name of Organization: City of Montebello

Address: 1600 W Beverly Blvd., Montebello, CA 90640

Email Address: RPerich@montebelloca.gov Fax:

Telephone: (323) 887-1200 X 1454 Contact Name: Rosemary Perich

Contact Title: Housing Manager Service Dates: 2021-2027

Project Manager: Rosemary Perich Bid No. (if applicable) n/a

Summary of Project: AVANT-GARDE is providing grant administration services to the City of Montebello. Services include administration of CDBG, HOME and HOME-ARP.

Project Cost: Approx: $581,140

Exhibit H: Deviations and/or Expectations Form

DEVIATIONS and/or EXCEPTIONS FORM

Exhibit H

[ ] Specifications and/or Requirements

[ ] Contract for Services Provisions (No exceptions and/or deviations to insurance requirements allowed)

All deviations and/or exceptions to the requirements of this solicitation must be noted below. The City will consider any deviations and/or exceptions indicated in its award decisions. The City reserves the right to accept or reject any and all responses based on any deviation and/or exception indicated on this form. Respondents are cautioned that by taking any exception they may be materially deviating from the RFP. **Please do not attach a company letterhead in lieu of any entry on the section below.** In the absence of any entry on the section below, the bidder assures the City of their full compliance with the specification and conditions as listed in this solicitation. The page number, paragraph, and item number should be referenced when deviating from the specification and must be included.

The City reserves the right to reject any or all cost proposals as a result of this RFP and to waive any informality or irregularity in any bid proposal received and to be the sole judge of the merits of the respective cost proposals received, and to accept or further negotiate cost, terms, or conditions of any cost proposal determined by the City to be in the best interest of the City even though not the lowest cost proposal. **This form may be duplicated if additional pages are needed.**

Reference No.	Description
n/a	

Company Name

Ana Marie LeNoue, President and CEO

Printed Name and Title

Authorized Signature

Page **10** of **13**

Exhibit I: Iran Contracting Act Verification

IRAN CONTRACTING ACT VERIFICATION

Exhibit I

(Public Contract Code sections 2202-2208)

Prior to bidding on, submitting a proposal or executing a contract or renewal for goods or services of $1,000,000 or more, a Supplier must either: a) certify it is **not** on the current list of persons engaged in investment activities in Iran created by the California Department of General Services ("DGS") pursuant to Public Contract Code section 2203(b) and is not a financial institution extending twenty million dollars ($20,000,000) or more in credit to another person, for 45 days or more, if that other person will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS; orb) demonstrate it has been exempted from the certification requirement for that solicitation or contract pursuant to Public Contract Code section 2203(c) or (d).

To comply with this requirement, check the correct option below and insert your supplier or financial institution name and Federal ID Number. Please note: California law establishes penalties for providing false certifications, including civil penalties equal to the greater of $250,000 or twice the amount of the contract for which the false certification was made; contract termination; and three-year ineligibility to bid on contracts. (Public Contract Code section 2205.)

◉ **OPTION #1 - THIS PROJECT IS LESS THAN $1,000,000.**

By (Authorized Signature)	*Date Executed*
Ana M. LeNoue	4/17/2026
Printed Name and Title of Person Signing	
Ana Marie LeNoue, President and CEO	

○ **OPTION #2 – CERTIFICATION**

I, the official named below, certify I am duly authorized to execute this certification on behalf of the suppler/financial institution identified below, and the vendor/financial institution identified below is **not** on the current list of persons engaged in investment activities in Iran created by DGS and is not a financial institution extending twenty million dollars ($20,000,000) or more in credit to another person/vendor, for 45 days or more, if that other person/vendor will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS.

Supplier Name/Financial Institution	*Federal ID Number (or n/a)*
By (Authorized Signature)	*Date Executed:*
Printed Name and Title of Person Signing:	

(Continued on Next Page)

☐ **OPTION #3 - EXEMPTION**

Pursuant to Public Contract Code sections 2203(c) and (d), a public entity may permit a vendor/financial institution engaged in investment activities in Iran, on a case-by-case basis, to be eligible for, or to bid on, submit a proposal for, or to enter into or to renew, a contract for goods and services.

Supplier Name/Financial Institution	*Federal ID Number (or n/a)*
By (Authorized Signature)	*Date Executed*
Printed Name and Title of Person Signing	

EXHIBIT J - COST PROPOSAL FORM

RFP 26-001-6400 Consultant and Technical Assistance Services for Consolidated Plan Grant Programs

Vendor: Avant-Garde Coporation

Estimated budget to accomplish the scope of service for the following programs		Year 1	Year 2	Year 3
1	**CDBG**	$ 40,000.00	$ 45,000.00	$ 50,000.00
2	**CDBG-CV**	$ 1,200.00	$ -	$ -
3	**HOME**	$ 25,000.00	$ 30,000.00	$ 40,000.00
4	**NSP**	$ 3,500.00	$ -	$ -
5	**HOME ARP**	$ 25,000.00	$ 30,000.00	$ 40,000.00
6	**ARPA**	$ 2,500.00	$ -	$ -
	Total	$ 97,200.00	$ 105,000.00	$ 130,000.00
	Contract Total Not to Exceed			$ 332,200.00

	Staff Person	Hourly billing Rate
1	Ana Marie LeNoue	$ 170.00
2	Lissette Montoya	$ 170.00
3	Christina Roseberry	$ 170.00
4	Sara Cortes De Pavon	$ 170.00
5	Melissa Aguilar	$ 170.00
6	Liza Lopez	$ 140.00
7	Ishah Ahumada	$ 140.00
8	Cindy Hernandez	$ 140.00
9	Khristynne Aramouni	$ 140.00
10	Summer Mann	$ 125.00
11	Norma Lopez	$ 125.00
12	Ashley Sanchez	$ 125.00
13	David Sanchez	$ 125.00
14	Adriana Robledo	$ 110.00

AGREEMENT NO. A-9908
CONTRACT FOR CONSULTANT SERVICES
BETWEEN THE CITY OF PALMDALE AND LDM ASSOCIATES, INC

THIS CONTRACT FOR CONSULTANT SERVICES ("Contract" herein) is made and entered into by and between the City of Palmdale a public body corporate and politic, (hereinafter called "CITY") and LDM ASSOCIATES, INC (hereinafter called "CONSULTANT"). This Contract shall become effective on the date of the last signatory.

RECITALS

WHEREAS**,** City desires to engage CONSULTANT to provide certain consultant services; and

WHEREAS, CONSULTANT represents that CONSULTANT has the expertise and is qualified to perform the services described in this Contract. And, if required, is duly registered under the laws of the State of California; and

WHEREAS, CONSULTANT desires to accept such engagement.

NOW, THEREFORE, the parties agree as follows:

1 Description Of Work

1.1 The City hereby engages CONSULTANT, and CONSULTANT accepts such engagement, to provide the following services:

In the provision of technical assistance and support to City Staff in the administrationand implementation of the following programs:

• Community Development Block Grant (CDBG)
• Community Development Block Grant – Coronavirus (CDBG-CV)
• Home Investment Partnerships Program (HOME) – CFDA 14.239
• Neighborhood Stabilization Program (NSP), including related closeout and conversion activities associated with CDBG, as applicable – CFDA 14.218
• HUD HOME American Rescue Plan (HOME-ARP) – CFDA 14.239
• U.S. Treasury Coronavirus State and Local Fiscal Recovery Funds (CSLFRF) aka ARPA – CFDA 21.027

Services shall support the City in ensuring compliance with all applicable Federal, State, and Local regulations, including HUD and U.S. Treasury requirements, including CSLFRF Final Rule requirements and related federal guidance, as further detailed in Exhibit A – ARPA Compliance Requirements (31 CFR Part 35).

General Grant Administration Services: (Applicable to all Programs)

The Consultant shall provide comprehensive technical assistance and program administration services to ensure the City maximizes resources, maintains compliance, and efficiently implements all funded programs. Services may include but

are not limited to:

• Work with City staff to determine project eligibility.
• Monitor programs to ensure compliance with Federal, State, and Local requirements.
• Review completed projects for compliance prior to closeout.
• Monitor projects in preparation for audits and HUD monitoring visits.
• Be available on-site, as needed, during HUD monitoring visits and external City audits.
• Prepare required reports and performance documentation.
• Prepare drawdown requests and reimbursement documentation.
• Input and maintain records in applicable grant management systems (e.g., IDIS,DRGR, SPEARS, HEROS, Treasury reporting portals).
• Maintain complete and current administrative files.
• Assist in identification, management, and completion of funded projects.
• Provide subrecipient monitoring and beneficiary verification.
• Monitor public service subrecipients and capital improvement projects.
• Provide Davis-Bacon, Section 3, and MBE/WBE monitoring of construction projects• as required by Federal Labor Standards.
• Prepare required Environmental Review documentation.
• Prepare funding plans and administrative plans as required.
• Develop or revise program guidelines, policies, and procedures.
• Assist in preparation of Requests for Proposals (RFPs) and procurement activities.
• Assist with administration of contracts, including review and processing of invoices.
• Provide ongoing technical assistance and regulatory guidance.
• Train and coach City staff on grant systems and compliance requirements.
• Provide written and oral translation of information for public notices and community meetings as needed.
• Support grant closeout processes.
• Ensure files are maintained and accessible for seven years after grant close-out.
• Implementation and administration of residential rehabilitation and housing preservation programs, including related program management, compliance, project coordination, reporting, and administrative support activities.
• Any such other activities as required to properly administer programs.

Program-Specific Services

CDBG and CDBG-CV
• Prepare One-Year Action Plan and annual funding application.
• Prepare Consolidated Annual Performance and Evaluation Report (CAPER).
• Prepare Quarterly Cash Transaction and Quarterly Performance Reports.
• Prepare Labor Standards (4710), Section 3 and Minority and Women Owned Business (2516) Reports.
• Coordinate with HUD field office staff on program matters.

HOME
• Prepare HOME Match Report.
• Conduct annual monitoring of housing developments funded with Consolidated Plan

Grant funds, including initial setup of monitoring systems.

NSP
• Prepare required HUD reports, including Quarterly Cash Transaction and Quarterly Performance Reports.
• Maintain DRGR records and activity setup.
• Prepare NSP drawdown requests.
• Coordinate with HUD field office staff on NSP-related matters.

HOME-ARP
• Draft and complete HOME-ARP Action Plans and substantial amendments.
• Prepare supporting documentation required by HUD.
• Support program launch, implementation, and reporting.

CSLFRF
• Assist the City in establishing the City's SLFRF plan, including identification of projects and subrecipients.
• Prepare required Treasury reporting and compliance documentation.
• All services related to ARPA and CSLFRF shall be performed in accordance with exhibit A – ARPA Compliance Requirements, which is incorporated herein by reference.

CONSULTANT shall perform and complete all such work and services in a manner satisfactory to CITY.

1.2 Project deliverables shall be reviewed and approved by CITY to determine acceptable completion. CITY shall have the right to review and inspect the work during the course of its performance at such times as may be specified by CITY.

1.3 CONSULTANT shall not accept any change of scope, or change in contract provisions, unless issued in writing, as a contract change order or amendment and signed by CITY. Any extensions of time must be mutually agreed upon in writing and executed by both parties.

1.4 CITY shall provide to CONSULTANT, without charge, all data, program information, including reports, records, maps, and other information, now in CITY's possession, which may facilitate the timely performance of the work.

2 City Project Manager

To provide the services required by this Contract, CONSULTANT shall act under the authority and approval of a Project Manager appointed by CITY. The City Project Manager will oversee the work under this Contract, assist CONSULTANT with any necessary information, audit billings, and approve payments. CONSULTANT shall channel reports, deliverables, and special requests through the City Project Manager.

3 Consultant's Key Personnel

CONSULTANT's Team and Key Personnel are as follows:

See Exhibit B

This Consultant Services Contract has been awarded to CONSULTANT based on its representation that those personnel and subcontractors listed above will perform the portions of the work listed herein. CONSULTANT shall not deviate nor substitute any of these team members without prior written approval by CITY.

4 Contract Term

The term of this contract is three (3) years, commencing on the effective date, with CITY reserving the option to extend the agreement for two additional terms of one year each.

5 Taxes

5.1 CONSULTANT shall pay all sales, consumer, use, and other similar taxes required to be paid by CONSULTANT in accordance with state and local laws.

5.2 CONSULTANT is an independent contractor and shall have no power or authority to incur any debt, obligation, or liability on behalf of CITY. No person employed by CONSULTANT or acting on its behalf, in connection with this Contract shall be considered the Agent or employee of CITY.

5.3 CONSULTANT shall be required to obtain a current City of Palmdale business license, as required by the Palmdale Municipal Code, before an Authorization to Proceed is issued.

6 Patent Fees And Royalties

CONSULTANT shall pay all license fees and royalties and assume all costs incident to the use, in the performance of the work or the incorporation in the work of any invention, design, process, product or device which is the subject of patent rights or copyrights held by others. If a particular invention, design, process, product or device is specified by CITY for use in the performance of the work and if, to the actual knowledge of CITY, its use is subject to patent rights or copyrights calling for the payment of any license fee or royalty to others, the existence of such rights shall be disclosed by CITY in the contract documents. CONSULTANT shall indemnify and hold harmless CITY and anyone directly or indirectly employed by CITY from and against all claims, damages, losses and expenses (including attorneys' fees) arising out of any infringement of patent rights or copyrights incident to the use in the performance of the work, or resulting from the incorporation in the work of any invention, design, process, product or device not specified by CITY, and shall defend all such claims in connection with any alleged infringement of such rights.

7 Standards Of Performance

CONSULTANT shall be responsible for the completeness and accuracy of its services and work and documents resulting there from, and CITY shall not be responsible for discovering deficiencies therein. CONSULTANT shall correct any such deficiencies or errors without additional compensation and without cost to CITY, except to the extent any such deficiency is directly attributable to deficiencies in CITY -furnished information.

8 Consultant's Personnel

8.1 All services required under this Contract shall be performed by CONSULTANT, or under CONSULTANT'S direct supervision, and all personnel shall possess the qualifications, permits and licenses required by State and local law to perform such services.

8.2 CONSULTANT shall be solely responsible for the satisfactory work performance of all personnel engaged in performing services required by this Contract, and compliance with all reasonable performance standards established by CITY.

8.3 CONSULTANT shall be responsible for payment of all CONSULTANT's employees' and subcontractor's wages and benefits and shall comply with all requirements pertaining to the employer's liability, workers' compensation, unemployment insurance, and Social Security.

8.4 CONSULTANT shall indemnify and hold harmless CITY, and its respective officers, agents and employees from and against all claims, demands, damages or costs arising from CONSULTANT's acts or omissions with respect to any liability, damages, claims, costs and expenses of any nature arising from alleged violations of personnel practices.

9 Compensation

9.1 For all of work and services including the various phases of tasks as described in Section 1, CITY shall pay to CONSULTANT an amount not to exceed the sum of Two Hundred Seventy Thousand dollars ($270000), payable as follows:

The estimated budget to accomplish the scope of services are as follows:

Contract Not-to-Exceed Amount (Three-Year Term): $270,000.00

The Consultant shall be compensated in accordance with the hourly billing rates set forth in Exhibit C – Rate Schedule, which is attached hereto and incorporated herein by reference.

The Contract Price is CONSULTANT'S estimate of its charges for all of the services, including all labor, equipment, material, subcontractor and reimbursable costs, to be provided under this Agreement. Progress payments shall be made on a time and material basis. Final payment shall be made upon completion of all services and City acceptance of all deliverables, not-to-exceed the Contract Price.

9.2 CONSULTANT shall perform no work in excess of the total contract price without prior written approval of CITY. Total contract price includes expenses related to travel to and from CITY to meet with City and to appear, if so required, before City Council or any other board or commission of CITY.

9.3 CONSULTANT shall maintain adequate records and shall permit inspection and audit by CITY of CONSULTANT's charges under this Contract. CONSULTANT shall make such records available to CITY during normal business hours upon

reasonable notice. Nothing herein shall convert such records into public records, and they will be available only to CITY and any specified public agencies. Such records shall be maintained by CONSULTANT for one (1) year following completion of the work under this Contract unless a longer period of time is required by state or federal law, in which event CONSULTANT shall retain its records for the time required by such laws.

9.4 No payment made hereunder by CITY to CONSULTANT, shall be construed as an acceptance by CITY of any work or materials, nor as evidence of satisfactory performance by CONSULTANT of its obligations under this Contract.

9.5 Funding Contingency; Suspension or Termination. Notwithstanding any other provision of this Agreement, the parties acknowledge that performance under this Agreement is contingent upon the availability and continued appropriation of sufficient funding. In the event that anticipated, allocated, or appropriated funding is reduced, delayed, or not received in whole or in part ("Funding Shortfall"), the affected party may, upon written notice to the other party, suspend performance of its obligations under this Agreement to the extent reasonably necessary.
If the Funding Shortfall continues for a period of [__] days following such notice, the affected party may terminate this Agreement, in whole or in part, without penalty or further liability, upon additional written notice. Any suspension or termination pursuant to this section shall not constitute a breach of this Agreement.

In the event of suspension or termination due to a Funding Shortfall, the parties shall equitably adjust compensation to reflect services properly performed and authorized expenses incurred prior to the effective date of suspension or termination. The affected party shall use reasonable efforts to provide prompt notice of any Funding Shortfall and to mitigate any adverse impact on the other party.

10 Indemnification

To the fullest extent permitted by law, CONSULTANT and any contractors or subcontractors working on its behalf agree to indemnify CITY, its officers, employees, agents and elected and appointed boards (hereinafter "Indemnified Parties") for any loss, claim, demand, cause of action, cost, expense, damage, obligation or liability which arises out of or is in any way connected with the performance of any work under this agreement, including any acts or omissions, willful misconduct or negligent conduct, whether active or passive, on the part of CONSULTANT, its contractors or subcontractors, and regardless of any acts, omissions or negligence (whether active or passive) of any person or entity indemnified hereunder. At their own expense, CONSULTANT and, as applicable, any contractors or subcontractors working on its behalf, shall defend any suit, claim or action against the Indemnified Parties founded upon such loss, claim, demand, cause of action, cost, expense, damage, obligation or liability. CONSULTANT shall ensure that the contract of any contractor or subcontractor working under this agreement contain an indemnity agreement, requiring the contractor or subcontractor to indemnify and defend the Indemnified Parties pursuant the terms set forth above. CONSULTANT shall indemnify the Indemnified Parties, and save it harmless from any and all loss, damage, costs, expenses and attorney's fees suffered or incurred on account of any breach of the

aforesaid obligations and covenants, and any other provision or covenant of this agreement.

11 Insurance

11.1 CONSULTANT, at its expense, shall maintain in effect at all times during the performance of work under this Contract not less than the following coverage and limits of insurance, which shall be maintained with insurers listed "A" or better in the Best's Insurance Guide and authorized to do business in the State of California. **Proof of Insurance, as identified in Section 11.8, must be reviewed and accepted by the City Attorney**.

11.1.1 Workers' Compensation and Employer's Liability

- Workers' Compensation—coverage as required by the State of California
- Employer's Liability:
  $1,000,000.00 each accident
  $1,000,000.00 policy limit bodily injury
  $1,000,000.00 each employee bodily injury by disease

11.1.2 Professional Liability (Errors & Omissions) Insurance*

- $1,000,000 limit on a per occurrence basis

11.1.3 Commercial General Liability

- $1,000,000.00 limit on a per occurrence basis
- $2,000,000.00 general aggregate limit

11.1.4 Commercial Automobile Liability

- $1,000,000.00 combined single limit including owned, non-owned and hired automobile coverage

11.2 All of CONSULTANT's policies shall contain an endorsement providing that written notice shall be given to CITY at least thirty- (30) calendar days prior to termination, cancellation or reduction of coverage in the policy.

11.3 Policies providing for bodily injury and property damage coverage shall contain the following:

A. An endorsement extending coverage to the City as an additional insured, in the same manner as the named insured, as respects liability arising out of the performance of any work under the Contract. Such insurance shall be primary insurance, as respects the interest of the City, and any other insurance maintained by the City shall be considered excess coverage and not contributing insurance with the insurance required hereunder. The certificate and endorsements shall state: "The City of Palmdale, the Successor Agency of the Community Redevelopment Agency of the City of Palmdale, Palmdale Civic Authority, Industrial Development Authority of the City of Palmdale, Palmdale Airport Authority, their officers, agents, employees and volunteers are named as additional insured's."

B. "Severability of Interest" clause.

11.4 Promptly on execution of this Contract, and prior to commencement of any work, CONSULTANT shall deliver to CITY certificates of insurance and endorsements to all required policies demonstrating that CONSULTANT has the required coverage and showing the required named insureds. Within five (5) days of written request from CITY, CONSULTANT shall deliver to CITY full and complete copies of all insurance policies required by this Contract.

11.5 The requirements as to the types and limits of insurance to be maintained by CONSULTANT are not intended to and shall not in any manner limit or qualify CONSULTANT's liabilities and obligations under this Contract.

11.6 Any policy or policies of insurance that CONSULTANT elects to carry as insurance against loss or damage to its equipment and tools or other personal property used in the performance of this Contract shall include a provision waiving the insurer's right of subrogation against CITY.

11.7 All insurance coverage must be maintained throughout the duration of this Contract.

11.8 Acceptable Proof of Insurance:

11.8.1 ACORD Certificate of Insurance listing all coverages, limits, deductibles and insureds; and endorsements for all applicable coverages if agent has authority to issue it; Additional insured Form CG20101185 or CG20100707 and CG20370704 or equivalent must be provided for general liability coverage. Additional insured form CA0001 must be provided for automobile liability coverage.

11.8.2 Agents must confirm that policy endorsements have been ordered from the respective insurance companies. Upon issuance, policy endorsements listing all insurers must be submitted to the City Attorney.

11.8.3 *When professional (E&O) liability coverage is provided on a "claims made basis", CONSULTANT will continue to renew the insurance for a period of five (5) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Agreement, and will cover CONSULTANT, or its officers, employees, or agents during the time this Agreement was in effect.

11.9 Notwithstanding any other provision of this Contract, CITY may immediately terminate this Contract if, at any time CONSULTANT fails to maintain the required insurance for any period of time or fails to comply with any of the insurance requirements listed above.

11.10 CONSULTANT shall require any and all subcontractor's working on its behalf to provide insurance coverages and limits that are based on the scope of work and nature of risk being performed by the subcontractor. Any and all subcontractors working on behalf of CONSULTANT shall be subject to all other insurance requirements that are stated herein.

Any deviation in this requirement will be CONSULTANT's sole risk. CONSULTANT's insurance requirements in Section 11 will not be impacted and/or limited by such deviation.

12 Termination Without Cause

CITY reserves the right to terminate this Contract or any part thereof for its sole convenience with fifteen (15) days written notice. In the event of such termination, CONSULTANT shall immediately stop all work hereunder, and shall immediately cause any of its suppliers and sub-consultants to cease such work. CONSULTANT shall also surrender to CITY all finished or unfinished documents or programs and other materials, which shall be City's property. As compensation in full for services performed to the date of such termination, the CONSULTANT shall receive an amount equal to the value of the work completed as of the termination date in accordance with the fee schedule or as negotiated between the parties. In no event shall the amount payable upon termination exceed the total maximum compensation provided for in this Contract.

13 Termination For Cause

13.1 If the City determines that the CONSULTANT has failed to supply an adequate working force, or to provide services of proper quality, or has failed in any other respect to satisfactorily perform the services specified in this Contract, the City shall give written notice to the CONSULTANT specifying all defaults to be remedied within thirty (30) days. Such notice shall set forth the basis for the City's dissatisfaction and suggest corrective measures. If, after thirty days, the CONSULTANT has failed to implement the corrective measures, the City may elect to terminate this Contract, in whole or in part.

13.2 In the event the City terminates this Contract in whole or in part as provided herein above, the City may procure, upon such terms and in such manner, as it may deem appropriate, services similar to those terminated.

13.3 If this Contract is terminated as provided above, the City may require the CONSULTANT to provide all finished or unfinished documents, data, studies, software, drawings, maps, photographs, reports, etc., prepared by the CONSULTANT. Upon such termination, the CONSULTANT shall be paid an amount equal to the value of the services provided and work performed as of the date of termination. Such payment by the City may take into consideration the costs associated with hiring another CONSULTANT to complete the services. In the event no new CONSULTANT is employed, the CONSULTANT shall be paid an amount equal to the value of the work performed. In ascertaining the value of the work performed up to the date of termination, consideration shall be given to both completed work and work in progress, to complete and incomplete documents when such are delivered to CITY, and to authorized reimbursement expenses.

The above is in addition to any other remedies available by law or equity to the City.

13.4 If, after notice of termination of the Contract under the provisions of this Section 13, it is determined, for any reason, that CONSULTANT was not in default, or

that the default was excusable, then the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to Section 12.

14 Dispute Resolution

All claims, disputes, and other matters in question between CITY and CONSULTANT arising out of, or relating to this Contract, or the breach thereof shall, to the extent reasonably feasible, be resolved through good faith negotiations between the parties.

15 Ownership And Delivery Of Work Product

All documents, data, reports, studies, analyses, field notes, investigations, plans, specifications, software, programs, manuals, instructions, and other materials of any nature, whether complete or incomplete, that are prepared, developed, or produced by CONSULTANT or Consultant's subcontractors in the performance of this Agreement (collectively, "Work Product") shall be the exclusive property of the CITY. All Work Product shall be delivered to or left with the CITY upon completion, expiration, or termination of this Agreement. Upon request, CONSULTANT shall provide the CITY with originals and reproducible and electronic copies of all Work Product. Electronic copies shall be provided in an unprotected format that allows the CITY to copy, reproduce, modify, and use the Work Product without restriction.

16 Ownership Of Intellectual Property

The Work Product and all intellectual property rights therein shall be deemed "works made for hire" under the United States Copyright Act (17 U.S.C. § 101 et seq.), and the CITY shall be deemed the author and exclusive owner thereof, in perpetuity and worldwide.
To the extent any Work Product does not qualify as a work made for hire, CONSULTANT hereby irrevocably assigns, transfers, and conveys to the CITY all right, title, and interest in and to such Work Product, including all copyrights, trademarks, patents, and other proprietary rights. CONSULTANT consents to the use of CONSULTANT's name in conjunction with the sale, use, performance, and distribution of Work Product, for any purpose and in any medium.

CONSULTANT agrees to execute any documents and take any actions reasonably requested by the CITY to confirm or perfect the CITY'S ownership of such rights.

CONSULTANT waives any and all moral rights or similar rights under California Civil Code section 980 or any other applicable law to the extent permitted by law.

17 Subcontracting, Delegation And Assignment

17.1 CONSULTANT shall not delegate, subcontract or assign its duties or rights hereunder, either in whole or in part, without the prior written consent of CITY; provided, however, that claims for money due or to become due to CONSULTANT from CITY under this Contract may be assigned to a bank, trust company or other financial institution without such approval. Any proposed delegation, assignment or subcontract shall provide a description of the services covered, identification of the proposed assignee, delegates or subcontractor, and an explanation of why and how

the same was selected, including the degree of competition involved. Any proposed agreement with an assignee, delegates or subcontractor shall include the following:

A. The amount involved, together with CONSULTANT's analysis of such cost or price; and

B. A provision requiring that any subsequent modification or amendment shall be subject to the prior written consent of CITY.

C. The requirement to hire only those persons authorized by federal law to work in the United States.

17.2 Any assignment, delegation or subcontract shall be made in the name of CONSULTANT and shall not bind or purport to bind CITY and shall not release CONSULTANT from any obligations under this Contract including, but not limited to, the duty to properly supervise and coordinate the work of employees, assignees, delegates and subcontractors. No such assignment, delegation or subcontract shall result in any increase in the amount of total compensation payable to CONSULTANT under this Contract.

18 Non-Discrimination And Equal Employment Opportunity

18.1 In performance of this Contract, CONSULTANT shall not discriminate against any employee, subcontractor, or applicant for employment because of sex, color, race, religion, ancestry, national origin, disability, medical condition, marital status, sexual orientation, or age. CONSULTANT will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their sex, color, race, religion, ancestry, national origin, disability, medical condition, marital status, sexual orientation or age. Affirmative action relating to employment shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

19 SB 1383 Compliance

CONSULTANT shall comply with all applicable requirements of California Senate Bill 1383 (SB 1383) and related regulations concerning the reduction of organic waste, diversion from landfills, and edible food recovery.

20 WCAG 2.1AA Compliance

Information and communication technology means information technology and other equipment, systems, technologies, or processes, for which the principal function is the creation, manipulation, storage, display, receipt, or transmission of electronic data and information, as well as any associated content. Examples include computers and peripheral equipment; information kiosks and transaction machines; telecommunications equipment; customer premises equipment; multifunction office machines; software; applications; Web sites; videos; and electronic documents.

Each information and communication technology (hereinafter referred to as "ICT") product or service furnished to the City under this Contract shall be accessible to and

usable by individuals with disabilities in accordance with the Americans with Disabilities Act, as amended, (hereinafter referred to as the "ADA") and other applicable Federal laws, including Section 508 of the Rehabilitation Act, as amended, and State laws and implementing regulations. For purposes of this clause, Consultant shall be considered in compliance with the ADA and other Federal and State laws if it satisfies the requirements (including exceptions) specified in the regulations 36 CFR Part 1194 implementing Section 508 of the Rehabilitation Act, including the Web Content Accessibility Guidelines (WCAG) 2.1 Level A and Level AA Success Criteria and Conformance Requirements (2008), which are incorporated by reference, and the functional performance criteria.

Consultant shall maintain and retain, subject to review by the City, full documentation of the measures taken to ensure compliance with the applicable requirements and functional performance criteria, including records of any testing or simulations conducted. For each ICT subject to the Contract, the documentation shall include a description of conformance with applicable federal and state laws by means of either a Voluntary Product Accessibility Template (VPAT) or other comparable document, upon request.

If Consultant claims its products or services satisfy the applicable requirements and standards specified above and it is later determined by the City that any furnished product or service is not in compliance with such requirements and standards, the City will promptly inform the Consultant in writing of the noncompliance. The Consultant shall, at no cost to the City, repair or replace the non-compliant products or services within the period specified by the City. If the repair or replacement is not completed within the specified time, the City may cancel the Contract or have any necessary changes made or repairs performed by employees of the City or by another consultant, and Consultant shall reimburse the City for any expenses incurred thereby. Consultant shall indemnify and hold the City harmless in the event of claims arising from inaccessibility.

20 Financial Interest Certification

20.1 CONSULTANT warrants that no person has been employed or retained to solicit or secure this Contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee; and that no officer or employee of the CITY has any interest, financially or otherwise, in CONSULTANT’s firm.

20.2 For breach or violation of this warranty, CITY shall have the right to annul this Contract without liability, or at its discretion to deduct from the Contract Price or consideration, the full amount of such commission, percentage, brokerage or contingent fee.

21 Conflict Of Interest

21.1 CONSULTANT stipulates that its officers and employees do not now have a conflict of interest and it further agrees for itself, its officers and its employees that it

will not contract for or accept employment for the performance of any work or services with any individual business, corporation or government unit that would create a conflict of interest in the performance of its obligations pursuant to this Contract or which would cause CONSULTANT to be “financial interested” (as provided in California Government Code Section 1090 et seq. or 87100 et seq.) in any contract or decision made by CITY on any matter.

21.2 CONSULTANT shall not employ any City official or employee to perform any work required pursuant to this Contract.

21.3 If CONSULTANT is a registered professional engineer or licensed land surveyor and the scope of work requires CONSULTANT’S recommendation of the actual formula to spread the costs of an assessment district’s improvements, then CONSULTANT shall not participate in making that recommendation if the additional elements set forth in Government Code section 87100.1(c) apply. Those additional elements are: (1) CONSULTANT has received income of $250 or more for professional services in connection with any parcel included in the benefit assessment district within 12 months prior to the creation of the district; and (2) the district includes other parcels in addition to those parcels for which CONSULTANT received the income. In the event a conflict of interest does arise in that context, City shall select a different CONSULTANT to recommend the actual formula to spread the costs of the assessment district’s improvements and the costs of such services shall be deducted from the compensation to be paid to CONSULTANT.

21.4 To the extent required by the City Manager/designee, CONSULTANT shall complete and file with the City Clerk a Form 700 Statement of Economic Interests disclosing any reportable property interests, income, gifts, investments, or business positions.

22 Compliance With Law

22.1 CONSULTANT shall comply with all state and federal laws, including but not limited to, the requirement to hire only those persons authorized by federal law to work in the United States. If CONSULTANT uses any subcontractors to complete this Contract, this same requirement shall be included in all subcontracts and strictly enforced by CONSULTANT.

22.2 The law of the state of California shall govern this Contract. The venue of any legal action, either formal or informal, shall be the County of Los Angeles.

22.3 If applicable, CONSULTANT acknowledges and understands it must comply with the prevailing wage requirements as set forth in Exhibit “A” attached hereto and incorporated herein by reference, as well as the execution of a Worker’s Compensation Certificate attached hereto as Exhibit “B” and incorporated herein by reference.

23 Health And Safety Provisions

A. CONSULTANT and all subcontractors shall abide by all health and safety mandates issued by federal, state, county, City of Palmdale, and/or public health

officers, and worksite-specific mandates. If multiple mandates exist, the CONSULTANT and subcontractors shall abide by the most restrictive mandate.
B. Costs associated with adhering to health and safety mandates are the responsibility of the CONSULTANT. CONSULTANT is responsible for the tracking and compliance of health and safety mandates and may be audited upon request.

24 Notification And Access Revocation

The CONSULTANT shall notify the CITY in writing prior to or no later than twenty-four (24) hours after, the termination, expiration, suspension, reassignment, or removal of any Consultant Personnel with access to the Project or Owner Resources. For Consultant Personnel with Information Technology access, notification must be immediate, or the CITY may consider the CONSULTANT to be in breach of contract. Notice shall include the individual's name, role, effective date and time of termination or removal, and systems or resources accessed.

The CITY reserves the right, in its sole discretion, to immediately suspend or revoke access for any Consultant Personnel upon receipt of notice or upon CITY'S determination that such access is no longer required or appropriate.

25 Force Majeure

Neither Party shall be liable for any failure or delay in performing its obligations under this Agreement (other than payment obligations) if such failure or delay is caused by an event or circumstance beyond the reasonable control of the affected Party ("Force Majeure Event"). Force Majeure Events include, but are not limited to, acts of God; flood; fire; earthquake; explosion; war; terrorism; civil disturbance; epidemic or pandemic; quarantine; governmental actions or orders; or other similar events beyond the control of the affected Party.
The affected Party shall provide written notice to the other Party within ten (10) calendar days of the occurrence of the Force Majeure Event, describing the nature, expected duration, and anticipated impact on performance. The Party shall use all diligent efforts to mitigate the effects of the event and resume performance as soon as practicable.

When CONSULTANT is the sole cause of the delay to the commissioning and substantial completion and delay is not caused by an event of Force Majeure or by the CITY'S failure to make payments in accordance with the Contract or to provide required information to CONSULTANT when contemplated in the Contract, CITY shall be entitled to liquidated damages in the sum at the daily rate of $1,000.00, beginning at zero (0) days from written notice given by CITY up to a maximum liquidated damage aggregate of ten percent (10%) of the contract price of the equipment delayed.

26 Notices

Any notice required under this Contract shall be in writing, addressed to the appropriate party at its address on the signature page and given personally or by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of receipt.

27 Entire Contract And Amendments

27.1 This Contract is the complete agreement between the parties and supersedes all prior proposals, agreements, and understandings between the parties and may not be modified or terminated orally.

27.2 No attempted waiver of any of the provisions hereof, nor any modification in the nature, extent or duration of the work to be performed by CONSULTANT hereunder, shall be binding unless in writing and signed by the party against whom the same is sought to be enforced.

27.3 The failure of any party to enforce against another party any provision of this Contract shall not constitute a waiver of that party's right to enforce such a provision at a later time, and shall not serve to vary the terms of this Contract.

28 Attorney's Fees

If any action at law or in equity is brought to enforce or interpret any provisions of this Contract, the prevailing party in such action shall be entitled to reasonable attorney's fees, costs and necessary disbursements, in addition to such other relief as may be sought and awarded.

In Witness Whereof, the parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized.

CITY OF PALMDALE:

Salvador Mendez
City Manager

Megan Taggart
Jun 8, 2026, 7:49 AM PDT

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38250 Sierra Highway, 2nd Floor
Palmdale, CA 93550

LDM ASSOCIATES, INC:

Rudy Munoz
Jun 8, 2026, 10:08 AM PDT

Rudy Munoz
Executive Vice President

ADDRESS FOR NOTICE:
LDM ASSOCIATES, INC
10722 Arrow Route, Suite 822
Rancho Cucamanga, CA 91730

APPROVE AS TO FORM:

Alexandra Severino
City Attorney

ATTEST:

Rochelle Scott
City Clerk

---------- INTERNAL USE ONLY ----------

■Certificate(s) and Endorsement(s) attached
■Confirmed business name on contract with certificate(s)
■Attached Agreement Checklist and met all requirements

Record of Signing

For	City of Palmdale	For	rmunoz@mdg-ldm.com
Name	Megan Taggart	Name	Rudy Munoz
Title		Title	

Megan Taggart

Signed on Jun 8, 2026 7:49 AM PDT

Secured by Concord™
DocumentID: 033Us0E6qHgLjWYMAu13m2
SigningID: 033Us0DooBdy7GsZevmG8e
UTC Signing time: 2026-06-08 14:49:42 UTC
IP Address: 150.195.201.178
Email: mtaggart@cityofpalmdaleca.gov

Rudy Munoz

Signed on Jun 8, 2026 10:08 AM PDT

Secured by Concord™
DocumentID: 033Us0E6qHgLjWYMAu13m2
SigningID: 033UvPlpo2stFdVLi3o8q9
UTC Signing time: 2026-06-08 17:08:44 UTC
IP Address: 47.51.14.37
Email: rmunoz@mdg-ldm.com

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Signed with https://www.concord.app/

City of Palmdale

LDM ASSOCIATES • INC.

Proposal for Consultant and Technical Assistance for Consolidated Plan Programs

RFP NO. 26-001-6400

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EXHIBITS:

Exhibit "A" - Resumes of Key Personnel

April 21, 2026

City of Palmdale
Purchasing Department
38250 Sierra Highway
Palmdale, CA 93550

Subject: Proposal for Consultant and Technical Assistance Services for Consolidated Plan Grant Programs (RFP No. 26-001-6400)

Dear Purchasing Department:

LDM Associates, Inc. (LDM) is pleased to submit this proposal to continue providing consultant and technical assistance services for the City of Palmdale's federally funded housing and community development programs in response to RFP No. 26-001-6400.

LDM currently serves as the City's consultant providing technical assistance services for the Consolidated Plan grant programs including the CDBG and HOME programs as well as other one-time federally funded initiatives such as HOME-ARP, NSP, CSLFRF, and CDBG-CV. Under a separate contract, LDM prepared the City's 2025-2029 Consolidated Plan and Analysis of Impediments to Fair Housing Choice. Through this ongoing engagement, our team has developed a comprehensive understanding of the City's programs, priorities, systems, and community needs. Accordingly, LDM is well positioned to provide continuity of services and timely support.

For over 40 years, LDM has specialized in the administration, implementation, and compliance of U.S. Department of Housing and Urban Development (HUD) Community Planning and Development (CPD) programs, including CDBG, HOME, ESG, HOME-ARP, and related federal and state funding sources. Our services extend beyond program administration to include strategic planning, regulatory compliance, financial management, reporting, and technical assistance.

Our proposed team offers subject matter expertise aligned with the City's needs:

- **Clint Whited, Project Manager** – will provide overall contract oversight, coordination, and service delivery.
- **Keri Bullock, Point of Contact/Program Administrator** – will serve as the primary point of contact and consultant for program activities, including coordination with City staff.
- **Laurie Baker, HOME Program Subject Matter Expert** – will lead HOME and HOME-ARP compliance and program implementation tasks.
- **Marc Hughes, Labor Compliance Subject Matter Expert** – will lead Davis-Bacon, Section 3, and labor standards compliance activities.
- **David Muñoz, DRGR** – will lead DRGR (NSP reporting system) technical assistance tasks.

LDM's approach combines regulatory expertise, proven program management systems, and responsive client service to ensure that all activities are compliant with applicable federal regulations, including 24 CFR Parts 91, 570, and 92, as well as 2 CFR Part 200.

LDM acknowledges receipt of the RFP and any associated addenda issued by the City and confirms that all such documents have been reviewed and incorporated into this proposal. LDM certifies that this proposal is submitted without collusion, fraud, or conflict of interest and that the contents of this proposal have been arrived at independently and without consultation, communication, or agreement with any other proposer or competitor for the purpose of restricting competition.

LDM further certifies that the undersigned is authorized to bind the firm contractually and that all information contained in this proposal is true, accurate, and complete to the best of our knowledge. LDM agrees to comply with all requirements, terms, and conditions set forth in the RFP and any resulting agreement, including all applicable federal, state, and local regulations. LDM also agrees to provide all services as described in the RFP for the proposed fees and in accordance with the scope of services. LDM acknowledges that this proposal shall remain valid and may not be withdrawn for a period of one hundred twenty (120) calendar days from the proposal due date, or for the duration specified in the RFP, whichever is longer. LDM confirms that no exceptions or deviations to the RFP requirements are taken unless specifically identified in the proposal.

We appreciate the opportunity to continue supporting the City of Palmdale. If you have any questions regarding this proposal, please contact me at the address, telephone number, or email listed below:

Rudy Muñoz, LDM Associates, Inc.
Executive Vice President
10722 Arrow Route, Suite 822
Rancho Cucamonga, CA 91730
(909) 476-6006
rmunoz@mdg-ldm.com

Respectfully submitted,
LDM Associates, Inc.

Rudy E. Muñoz
Senior Executive Vice President

Enclosure: Proposal

RESPONDENT SIGNATURE / COVER PAGE

Exhibit B

RFP No. 26-001-6400 **Title: The City of Palmdale** Consultant and Technical Assistance Services for Consolidated Plan Grant Programs

1. **RESPONDENT**

Firm Name: **LDM Associates, Inc,**

Contact Name: **Rudy E. Munoz**

Principal Address: **10722 Arrow Route, Suite 822, Rancho Cucamonga, CA 91730**

Local Address: **Mailing Address: P.O. Box 368, Rancho Cucamonga, CA 91729**

Phone: **(909) 476-6006** Fax: **(909) 476-6086**

Email: **administration@mdg-ldm.com**

Structure: [ ] Sole Proprietor [ ] Partnership [x] Corporation [ ] Joint Venture

Tax ID No: **01-0573106** California Contractor License No: **1151617**

Department of Industrial Relations (DIR) Registration No. **N/A**

Registration Date: _____ Expiration Date: _____

2. Proposed working relationship between Respondent and subcontractor (if applicable):

3. Prices:
   A. Prices shall be F.O.B. Destination or for the service rendered.
   B. Payment Terms: Net 45
   C. Proposers shall honor proposal prices for one hundred twenty (120) days or for the stated contract period whichever is longer.

4. All forms, certificates, and compliance requirements included in this RFQA are completed and duly submitted in the proposal response.

THIS PROPOSAL IS BEING SUBMITTED BY:

The undersigned offers and agrees to furnish the goods or services at the price(s) entered herein subject to the terms and conditions attached hereto. I CERTIFY that (1) the proposal document has been read and understood and that all of the conditions contained therein are acceptable, (2) I have thoroughly examined and become familiar with the specifications and/or scope of services outlined in this solicitation and further, to the best of my knowledge the information contained in this bid proposal is accurate and complete and that (3) I have the legal authority to commit this firm to a contractual agreement, (4) I acknowledge that all documents submitted pursuant to this RFQA will become a matter of public record.

Printed Name: **Rudy E. Munoz** Title: **Sr. Exec. Vice President**

Signature: _____ Date: 4/20/26

Exhibit C

Form **W-9**
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

Give Form to the requester. Do not send to the IRS.

Print or type
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.
LDM Associates, Inc.

2 Business name/disregarded entity name, if different from above

3 Check appropriate box for federal tax classification; check only **one** of the following seven boxes:
☐ Individual/sole proprietor or single-member LLC ☐ C Corporation ☒ S Corporation ☐ Partnership ☐ Trust/estate
☐ Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶
Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner.
☐ Other (see instructions) ▶

4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3):
Exempt payee code (if any)
Exemption from FATCA reporting code (if any)
(Applies to accounts maintained outside the U.S.)

5 Address (number, street, and apt. or suite no.)
P.O. Box 368

Requester's name and address (optional)

6 City, state, and ZIP code
Rancho Cucamonga, CA 91729

7 List account number(s) here (optional)

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number
☐ - ☐ - ☐

or

Employer identification number
01 - 0573106

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

Sign Here **Signature of U.S. person ▶** **Date ▶** 4/20/2026

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at *www.irs.gov/fw9*.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)
- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.

Cat. No. 10231X Form **W-9** (Rev. 12-2014)

CITY OF PALMDALE

AFFIDAVIT OF NON-COLLUSION and NON-DISCRIMINATION

Exhibit D

I hereby swear (or affirm) under the penalty of perjury:

A. The prices in this proposal have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder/proposer or with any competitor;

B. Unless otherwise required by law, the prices which have been quoted in this proposal have not been knowingly disclosed by the bidder/proposer and will not knowingly be disclosed by the proposer prior to opening, directly or indirectly, to any other proposer or to any competitor; and

C. No attempt has been made or will be made by the bidder/proposer to induce any other person, partnership, or corporation to submit or not submit a proposal for the purpose of restricting competition.

D. The Bidder/Proposer does not discriminate against any employee or applicant for employment or person to whom it provides services because of race, color, religion, age, sex, sexual orientation, gender identity, national origin, or disability, and that it complies with all applicable Federal, State and local laws and executive orders regarding employment.

In connection with the performance of work under this contract, the Bidder or Proposer agrees as follows:

1. The Bidder or Proposer agrees not to discriminate against any employee or applicant for employment because of race, creed, color, sex, sexual orientation, gender identity, national origin, or ancestry. The Bidder or Proposer shall take affirmative action to ensure that employees are treated without regard to their race, creed, color, national origin, sex, sexual orientation, gender identity, or ancestry.

2. In the event of the Bidder's or Proposer's non-compliance with this non-discrimination clause, the Bidder or Proposer may be canceled or terminated. The Bidder or Proposer may be declared ineligible for further contracts with the City of Palmdale until satisfactory proof of intent to comply shall be made by the Bidder or Proposer.

3. The contract agrees to include this non-discrimination clause in any sub-contracts connected with the performance of this agreement.

I have read the above stated clauses and agree to abide by its requirements.

Authorized Signature:_____ Printed Name/Title: Rudy E. Munoz, Sr. Exec. VP

Company Name: LDM Associates, Inc.

Doing Business As:_____

CITY OF PALMDALE

CERTIFICATION OF INSURABILITY

Exhibit E

I hereby swear (or affirm) under the penalty of perjury:

As an authorized representative of the proposing company, should our Company be determined to be the Successful Proposer, our Company will promptly provide such proof of insurance to the City within five (5) business days in reply to the CITY's *Notice of Intent to Award*. The CITY will remind the Apparent Successful Proposer in the *Notice of Intent to Award* letter. Proof of insurance requirements may be submitted electronically to the email address below with the RFP Number and Title referenced in the Subject field:

To: Purchasing@cityofpalmdale.org

Contracts will not be executed until formal proof of all required insurance(s) pursuant to **Attachment B** – *Sample Contract for Services* for **RFP No. 26-001-6400** **Title:** Consultant and Technical Assistance Services for Consolidated Plan Grant Programs have been received and approved by the CITY. It is agreed that the Apparent Successful Proposer shall maintain in force at all times during the performance of the engagement all policy or policies of insurance.

If the CITY requires corrections (i.e., limits, endorsements) the Successful Proposer has five (5) days from such request to complete all corrections. Failure to meet these deadlines will allow the CITY the right to reject the Proposer's proposal as non-responsive and proceed to the next finalist.

I hereby assure City of Palmdale that the company has or is able to procure the insurance coverage(s) required should the Company be awarded the Contract and shall maintain all the insurance requirements by the submission of this offer.

LDM Associates, Inc.

Proposer Company Name

Signature of Authorized Representative signing on behalf on Proposer

Rudy E. Munoz, Senior Executive Vice President

Print Name of Authorized Representative of Proposer Company

4/20/26

Date

BIDDER DISCLOSURE STATEMENTS

Exhibit F

The Bidder must provide a declarative (yes/no) answer regarding the following questions. If any answer is affirmative, the Bidder must provide full details about the matter. While not an automatic cause for disqualification, an affirmative answer may result in an evaluation of the Bidder's responsibility. A decision will then be made based on the seriousness of the matter, the matter's possible impact on the performance of the contract, and the best interests of the City of Palmdale.

Within the past five (5) years:

ITEM	DISCLOSURE STATEMENT	YES	NO
A.	Has the Bidder and/or subject company had a contract terminated for default or cause?	○	◉
B.	Has the Bidder and/or subject company been assessed any penalties, including liquidated damages, under any of its existing or past contracts with any organization or governmental entity?	○	◉
C.	Has the Bidder and/or subject company been the subject of any governmental action limiting the right of the Bidder and/or subject company to do business with that entity or any other governmental entity?	○	◉
D.	Has trading in the stock of the subject company ever been suspended? Give date and explanation.	○	◉
E.	Has the Bidder and/or subject company previously operated as a like-kind business under any other business name and/or taxpayer identification number?	○	◉
F.	Has the Bidder and/or subject company, any company officer, or any owner of a twenty (20%) percent interest or greater in the subject company, filed bankruptcy, reorganization, a debt arrangement, moratorium, or any proceeding under any bankruptcy or insolvency law, or any dissolution or liquidation proceeding?	○	◉

By the signature affixed to **Exhibit B** – *Offer Signature / Cover Page* of this Solicitation, Respondent hereby certifies that the above information is true and accurate.

This completed form must be returned as part of the bid response. Failure to complete this page may deem your bid not responsive.

CLIENT REFERENCES

Exhibit G

The following is a list of four (4) references that most closely reflect similar projects to the scope of services/work of the City of Palmdale within the past three (3) years. References will be asked to complete a questionnaire and asked to return it to the Purchasing Division directly by a designated date and time. It is the Respondent's responsibility to ensure that Reference Contacts are willing to provide a reference. To expedite the evaluation process the City requests accurate email and/or fax number information be provided.

Reference #1

Name of Organization: City of Hawthorne

Address: 4455 W 126th Street, Hawthorne, CA 90250

Email Address: kmack@cityofhawthorne.org Fax:

Telephone: 310-349-1603 Contact Name: Kimberly Mack

Contact Title: Director of Housing Dept. Service Dates: 2001 to Present

Project Manager: Kimberly Mack Bid No. (if applicable)

Summary of Project: CDBG/HOME Programs Administration, Housing Rehabilitation Implementaion, Commercial Rehabilitation , Preparation of Con Plans, AIs, Action Plans, CAPERs, Davis Bacon and Section 3 compliance.

Project Cost: $454,720.00

Reference #2

Name of Organization: City of Upland

Address: 406 N Euclid Avenue, Upland CA 91786

Email Address: dcotto@uplandca.gov Fax:

Telephone: (909) 931-4146 Contact Name: Diane Cotto

Contact Title: Director of Dev. Services Dept. Service Dates: 2002 to Present

Project Manager: Diane Cotto Bid No. (if applicable) N/A

Summary of Project: CDBG/CDBG-CV Programs TA, Housing Rehab administration and implementation services, Commercial Rehabilitation administration services. Preparation of Con Plan, AIs, CAPERs, Davis Bacon and Section 3 compliance.

Project Cost: $277,450.00

Reference #3

Name of Organization: City of Lancaster

Address: 44933 North Fern Avenue, Lancaster, CA 93534

Email Address: cvaldivia@cityoflancasterca.gov Fax:

Telephone: (661) 723-6181 Contact Name: Cindy Valdivia

Contact Title: Analyst Service Dates: 2021 to Present

Project Manager: Cindy Valdivia Bid No. (if applicable) N/A

Summary of Project: CDBG/HOME/HOME ARP/TRBP Programs Administration and Tech. Assistance. Housing Rehab Administration and Implementation. Preparation of Con Plans, Action Plans, and CAPERs.

Project Cost: $510,499.00

Reference #4

Name of Organization: City of Paramount

Address: 16400 Colorado Avenue, Paramount, CA 90723

Email Address: jking@paramountcity.gov Fax:

Telephone: (562) 220-2049 Contact Name: John King

Contact Title: Planning & Building Director Service Dates: 2002 to Present

Project Manager: John King Bid No. (if applicable) N/A

Summary of Project: CDBG/HOME/HOME ARP/CPF/PLHA Programs Administration, Housing Rehab and Commercial Rehab Administration and Implementation. Preparation of Con Plans, AIs, Action Plans, and CAPERs. Davis Bacon and Section 3 Compliance.

Project Cost: $603,226.00

DEVIATIONS and/or EXCEPTIONS FORM
Exhibit H

[ ] Specifications and/or Requirements

[ ] Contract for Services Provisions (No exceptions and/or deviations to insurance requirements allowed)

All deviations and/or exceptions to the requirements of this solicitation must be noted below. The City will consider any deviations and/or exceptions indicated in its award decisions. The City reserves the right to accept or reject any and all responses based on any deviation and/or exception indicated on this form. Respondents are cautioned that by taking any exception they may be materially deviating from the RFP. **Please do not attach a company letterhead in lieu of any entry on the section below.** In the absence of any entry on the section below, the bidder assures the City of their full compliance with the specification and conditions as listed in this solicitation. The page number, paragraph, and item number should be referenced when deviating from the specification and must be included.

The City reserves the right to reject any or all cost proposals as a result of this RFP and to waive any informality or irregularity in any bid proposal received and to be the sole judge of the merits of the respective cost proposals received, and to accept or further negotiate cost, terms, or conditions of any cost proposal determined by the City to be in the best interest of the City even though not the lowest cost proposal. **This form may be duplicated if additional pages are needed.**

Reference No.	Description
NONE	

Company Name

LDM Associates, Inc.

Printed Name and Title

Authorized Signature

IRAN CONTRACTING ACT VERIFICATION

Exhibit I

(Public Contract Code sections 2202-2208)

Prior to bidding on, submitting a proposal or executing a contract or renewal for goods or services of $1,000,000 or more, a Supplier must either: a) certify it is **not** on the current list of persons engaged in investment activities in Iran created by the California Department of General Services ("DGS") pursuant to Public Contract Code section 2203(b) and is not a financial institution extending twenty million dollars ($20,000,000) or more in credit to another person, for 45 days or more, if that other person will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS; orb) demonstrate it has been exempted from the certification requirement for that solicitation or contract pursuant to Public Contract Code section 2203(c) or (d).

To comply with this requirement, check the correct option below and insert your supplier or financial institution name and Federal ID Number. Please note: California law establishes penalties for providing false certifications, including civil penalties equal to the greater of $250,000 or twice the amount of the contract for which the false certification was made; contract termination; and three-year ineligibility to bid on contracts. (Public Contract Code section 2205.)

◉ **OPTION #1 - THIS PROJECT IS LESS THAN $1,000,000.**

By (Authorized Signature)	*Date Executed*
	4/20/26
Printed Name and Title of Person Signing Rudy E. Munoz, Sr. Exec. VP	

○ **OPTION #2 – CERTIFICATION**

I, the official named below, certify I am duly authorized to execute this certification on behalf of the suppler/financial institution identified below, and the vendor/financial institution identified below is **not** on the current list of persons engaged in investment activities in Iran created by DGS and is not a financial institution extending twenty million dollars ($20,000,000) or more in credit to another person/vendor, for 45 days or more, if that other person/vendor will use the credit to provide goods or services in the energy sector in Iran and is identified on the current list of persons engaged in investment activities in Iran created by DGS.

Supplier Name/Financial Institution	*Federal ID Number (or n/a)*
By (Authorized Signature)	*Date Executed:*
Printed Name and Title of Person Signing:	

(Continued on Next Page)

OPTION #3 - EXEMPTION

Pursuant to Public Contract Code sections 2203(c) and (d), a public entity may permit a vendor/financial institution engaged in investment activities in Iran, on a case-by-case basis, to be eligible for, or to bid on, submit a proposal for, or to enter into or to renew, a contract for goods and services.

Supplier Name/Financial Institution	*Federal ID Number (or n/a)*
By (Authorized Signature)	*Date Executed*
Printed Name and Title of Person Signing	

ORGANIZATIONAL STRUCTURE, QUALIFICATIONS, AND EXPERIENCE OF FIRM

History of Firm and Operations

LDM Associates, Inc. (LDM) is a California-based professional community development consulting firm. In response to our clients' needs, LDM provides a wide variety of services, including but not limited to federal and state grants management; programmatic and fiscal monitoring of federal programs; administration and implementation of housing and commercial rehabilitation programs; labor compliance monitoring; and the administration of other federal and state housing programs. The firm was formally incorporated in the State of California in 2002.

In partnership with its affiliate, MDG Associates, Inc., LDM brings a wide range of expertise, including the services specifically requested by the City. Our team consists of individuals with an array of expertise in U.S. Department of Housing and Urban Development (HUD) Community Planning and Development (CPD) grants, including the day-to-day administration and implementation of Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), and Emergency Solutions Grants (ESG). Currently, LDM has forty-two (42) staff members. Twenty-three (23) of the 42 staff members have substantial knowledge and experience administering HUD and State of California Department of Housing and Community Development (HCD) programs, including projects funded through these programs.

LDM maintains a structured team approach that integrates project management, subject matter expertise, and program administration. The firm is organized to provide strategic oversight and efficient day-to-day support, ensuring program implementation is managed effectively and in full compliance with applicable regulations.

This organizational structure provides the City with dedicated program support and specialized expertise as needed.

Office Location

LDM's corporate office is located in Rancho Cucamonga, California. This office will serve as the sole office responsible for delivering services under this contract. This office houses the firm's executive leadership, project management staff, subject matter experts, and administrative personnel, and is fully equipped to support all aspects of the proposed services, including program administration, compliance, reporting, and coordination with City staff. LDM does not maintain or propose the use of additional office locations for this engagement, ensuring centralized management and efficient communication.

Legal Name of Business	LDM Associates, Inc.
State of Incorporation	California
Point of Contact / Company Address	Rudy Muñoz, Executive Vice-President 10722 Arrow Route, Suite 822 Rancho Cucamonga, CA 91730 Phone: 909-476-6006 rmunoz@mdg-ldm.com
Organizational Structure	California Corporation
Time Business in Operation	40 years (June 1986)

Organizational Structure

Organizationally, LDM functions as an independent corporation and will serve as the sole contracting entity for this engagement. The firm maintains an affiliated relationship with MDG Associates, Inc., a related consulting firm with complementary expertise in housing and community development programs. While the two firms share staff and institutional knowledge, LDM Associates, Inc. will retain full responsibility for all contractual obligations, staffing, quality control, and performance under the resulting agreement. LDM's ownership structure consists of David Meyer as the majority owner (80 percent) and Rudy Muñoz as a minority owner (20 percent). This ownership structure reflects a transition within the past five years and has strengthened the firm's leadership continuity and strategic direction. No other ownership changes have occurred that would have an impact on the firm's operations or ability to perform.

Proposed Team

LDM has assembled a project team organized around the City's key functional areas (i.e., CDBG Program, HOME Program, Labor Compliance, etc.) to ensure that all aspects of the scope of services are addressed by personnel with directly relevant expertise.

For this engagement, LDM has assembled a project team with clearly defined roles and responsibilities aligned with the City's needs, as summarized below:

- **Clint Whited, Contract Manager** – Clint will serve as Contract Manager and will be responsible for overall contract management, coordination with City staff, quality assurance, and delivery of services; he brings 24 years of experience in grant administration and program management.

- **Keri Bullock, Program Manager** / **Point of Contact** – Keri will serve as the primary point of contact and day-to-day program administrator; she brings 21 years of experience in grant administration and program management.

- **Laurie Baker, HOME Program Subject Matter Expert** – Laurie will serve as the HOME Program Subject Matter Expert and will be responsible for HOME and HOME-ARP program compliance, policy guidance, and implementation oversight. She brings 26 years of experience in housing program administration and HUD's HOME Program management.

- **Marc Hughes, Labor Compliance Subject Matter Expert** – Marc will serve as the Labor Compliance Subject Matter Expert and will be responsible for Davis-Bacon / Labor Standards compliance, Section 3 compliance, and reporting; he brings 8 years of experience in labor compliance administration and monitoring.

- **David Muñoz, NSP and DRGR Subject Matter Expert** – David Muñoz will provide subject matter expertise in the Neighborhood Stabilization Program and the Disaster Recovery Grant Reporting (DRGR) system. David will provide technical assistance and support in the preparation of HUD reports, maintenance of DRGR records, and coordination with the HUD field office staff on NSP-related matters and grant closeout tasks necessary to fully complete this one-time assistance from HUD. David brings 12 years of experience in grant administration and grant management systems technical assistance and training for program implementation, tracking, and reporting.

Financial Condition

LDM is financially stable and fully capable of performing the services described in this RFP. The firm has a long-standing history of successfully delivering professional services to public agency clients and maintains sound financial management practices. LDM is not subject to any bankruptcy proceedings, pending mergers, planned office closures, or other financial or organizational conditions that would impede its ability to perform the work. The firm is also not aware of any legal or contractual issues that would adversely affect its performance under this engagement.

Similar Experience

LDM is currently under direct contract with 30 cities and five (5) counties and the State of California with HUD CPD grants, including the City of Palmdale. Our services include the day-to-day implementation of their CPD grants and programs funded with the aforementioned grant funds. In addition, we provide technical assistance and monitoring services to other cities and counties on specific tasks. These include IDIS input, subrecipient monitoring, federal labor standards (Davis-Bacon) compliance, monitoring CDBG, HOME and ESG grants, the preparation of HUD Section 108 Loan Guarantee applications, preparation of Consolidated Plans, Annual Action Plans, and Consolidated Annual Performance and Evaluation Reports (CAPER).

In our current role with the City, LDM has prepared the City's Five-Year Consolidated Plan, Analysis of Impediments to Fair Housing Choice, and Fair Housing Plan, and has supported the development of Annual Action Plans and CAPERs, as well as ongoing technical assistance and program administration activities. LDM has also supported the City's HOME-ARP program and

other federally funded initiatives. This experience has provided LDM with a comprehensive understanding of the City's programs, systems, and community priorities, allowing for efficient, responsive, and effective service delivery without the need for transition or onboarding. In addition to Palmdale, LDM has provided similar services to numerous jurisdictions involving consolidated planning, grant administration, compliance monitoring, and program implementation.

Several LDM staff members work with HUD Headquarters, providing training throughout the country in the areas of Assessment to Fair Housing, CDBG, CDBG-DR, and Disaster Recovery Grant Reporting, to name a few. Other services that our staff provide to HUD include staffing the HUD's Ask a Question (AAQ) web portal on many of the grant programs listed above. In addition, our staff provides technical assistance (TA) to high-risk grant recipients throughout the country on behalf of HUD.

LDM staff maintains an excellent relationship with the local HUD field offices as well as at the headquarters level (Washington, D.C.). Our staff has been providing training for grantees throughout the country on behalf of HUD Headquarters. The training has been in the areas of "Basically CDBG," Assessment of Fair Housing (AFH), Disaster Recovery Grant Reporting (DRGR), eCon Planning Suite, CPD Maps, and the Integrated Disbursement and Information System (IDIS). Our staff currently assists grantees with regulatory compliance questions through the HUD Resource Exchange Ask a Question (AAQ) portal in the areas of CDBG, HOME, DRGR, CDBG-CV, and HOME-ARP. Our staff currently provides technical assistance (TA) to grantees throughout the country on behalf of HUD Headquarters in conjunction with the CPD Programs as well as HUD's reporting systems, the IDIS and DRGR systems.

LDM possesses extensive qualifications in the administration and compliance of HUD Community Planning and Development (CPD) programs, including:

- Community Development Block Grant (CDBG) – 24 CFR Part 570
- HOME Investment Partnerships Program (HOME) – 24 CFR Part 92
- Consolidated Planning – 24 CFR Part 91
- Federal grant requirements – 2 CFR Part 200

LDM's core competencies include:

- Preparation of Five-Year Consolidated Plans, Annual Action Plans, and CAPERs;
- Development of Analyses of Impediments to Fair Housing Choice and Fair Housing Plans;
- Program design, policy development, and implementation;
- Financial management and reporting in compliance with federal requirements;
- Environmental review coordination (24 CFR Part 58);
- Subrecipient monitoring and compliance oversight;
- Labor standards compliance, including Davis-Bacon;
- Section 3 compliance and reporting;
- Citizen participation planning and stakeholder engagement;
- IDIS setup, reporting, and reconciliation.

The table below provides a list of the public agencies and the types of services that we have provided over the last 5 years.

Public Agencies Provided Services in Last 5 Years with Most Recent within Last 2 Years.

Client	Con Plan/ AI/CPP	CDBG/HOME Grant Management	CDBG/ HOME TA	Hsg. / Com. Rehab.	Hsg. / Com. Rehab. TA	CARES Act TA	DBRA and Section 3 Monitoring	Disaster Recovery (CDBG-DR)	Misc. HUD Programs TA
Services Provided in Last 2 Years									
Apple Valley, CA	X	X		X		X	X		
Azusa, CA							X		
Baldwin Park, CA	X		X						
Carson, CA			X	X		X			
Commerce, CA		X		X					
Commonwealth of Puerto Rico			X*		X			X	
Corona, CA	X	X		X		X	X		
County of Allegheny, PA			X						
County of Henrico, VA			X*						X*
County of Imperial, CA									X
County of Los Angeles, CA			X						X
County of Orange, CA						X			
County of San Bernardino, CA			X						X
County of Santa Barbara	X		X						X
County of Ventura	X		X						X
Dallas, TX			X		X				
Downey, CA	X	X		X		X			X
Duarte, CA		X					X		
Fontana, CA	X	X		X		X	X		
Fresno, CA			X		X				
Hawthorne, CA	X	X		X		X	X		
Hesperia, CA	X	X		X		X	X		X
Irvine, CA	X	X		X		X	X		X
La Habra, CA	X		X	X		X			
Los Angeles, CA			X						X
New York City						X			
Palmdale, CA	X	X	X	X	X	X	X		X
Paramount, CA	X	X		X		X	X		X
Rancho Cucamonga, CA	X	X		X		X			X
San Dimas, CA		X		X					
San Juan, PR			X*		X*				
Santa Ana, CA	X		X			X			X
Seattle, WA			X*						X*
State of California			X			X		X	
State of Iowa			X*		X*	X*			
State of New Mexico			X						X
State of North Dakota			X*		X*				
Temecula, CA	X	X			X	X	X		
Tucson, AZ			X*						X*
Upland, CA	X	X		X		X	X		X
Walnut, CA		X		X			X		
Services Provided in the Last 5 Years									
Albuquerque, NM	X		X		X				
Arecibo, PR			X*		X*				
County of Harris, TX								X	
County of Santa Barbara, CA		X							X
Detroit, MI			X*		X*				
Houston, TX								X	
Kansas City, KS			X*						
State of Utah			X*						X*
Tulsa, OK			X*						X*

***Conducted on behalf of HUD**

PROPOSED STAFFING AND MANAGEMENT PLAN

LDM Associates, Inc. (LDM) will provide a structured and responsive staffing and management approach designed to ensure efficient delivery of services, consistent communication, and full compliance with all applicable federal, state, and local requirements. LDM's approach emphasizes clear lines of responsibility, proactive coordination, and the integration of subject matter expertise into day-to-day program operations.

Project Staffing

LDM consulting team members proposed to provide Technical Assistance for Consolidated Plan Grant Programs include:

- Clint Whited
- David Muñoz
- Keri Bullock
- Laurie Baker
- Marc Hughes

The team will operate using a coordinated workflow that integrates project management, program administration, and technical support. Routine coordination will occur through regular communication between LDM and City staff, including scheduled check-ins as needed and ongoing availability to respond to emerging issues or time-sensitive requests. LDM's team is committed to maintaining a high level of responsiveness, with staff available during normal business hours and capable of addressing urgent matters as they arise.

All services provided to the City of Palmdale by the LDM team will be supervised by Clint Whited, Senior Vice President, who has subject matter expertise in all areas of the scope of the Scope of Services/Work included in the RFP.

All LDM services and deliverables will be coordinated on a day-to-day basis through a single Point Of Contact (POC) to ensure appropriate delivery of services based on the City's prioritization. The designated POC would be Keri Bullock, Manager. Keri's role will include participation in weekly coordination meeting with Palmdale staff and participation in monthly check-ins with the City's HUD Representative and City staff. Keri will be assisted by other members of the team depending on the subject matter and task. For example, for technical assistance concerning affordable housing projects, Keri would coordinate with Clint Whited and Laurie Baker. For technical assistance concerning DRGR reporting and closeout, Keri would coordinate services from David Muñoz. For review of labor standards enforcement activities for compliance with Davis-Bacon and Section 3, Keri would ensure that Marc Hughes is available to City staff to provide the oversight and monitoring services.

LDM will utilize established project management practices to track tasks, monitor progress, and ensure timely completion of all assignments. Deliverables will be reviewed internally prior to submission to ensure accuracy, completeness, and compliance with applicable requirements. This internal quality control process is a key component of LDM's management approach and helps minimize the risk of errors or compliance findings.

The proposed staffing plan is designed to be flexible and scalable based on the City's needs. LDM is able to adjust staffing levels and allocate additional subject matter expert (SME) resources as necessary to accommodate changes in workload, funding levels, or program complexities and priorities. This flexibility allows the City to receive consistent support across a range of activities, from routine program administration to more complex planning or compliance efforts.

Through this staffing and management approach, LDM will provide the City of Palmdale with a highly coordinated, responsive, and technically proficient team capable of supporting all aspects of its Consolidated Plan grant programs. The combination of dedicated project management, day-to-day program administration, and specialized technical expertise ensures that the City will receive reliable, compliant, and high-quality services throughout the term of the contract.

All services under this contract will be performed by LDM's in-house staff. LDM does not propose the use of subcontractors, ensuring clear accountability and consistent service delivery and the proposed key personnel will be available to perform the proposed services for the duration of the contract. This approach allows LDM to maintain direct control over all aspects of the work, including staffing, quality assurance, and client communication.

The Project Team was selected based on the requirements and tasks specified in the RFP. This team is comprised of professionals with subject matter expertise and practitioners with experience in all facets of the Technical Assistance Services for Consolidated Plan Program. Additional staff will be available to support with deliverables as required.

Clint Whited | Senior Vice President | Contract Administrator

Clint Whited will serve as Contract Manager and will have overall responsibility for contract performance, quality assurance, and adherence to schedules and deliverables. Mr. Whited will maintain communication with the City to ensure that priorities are clearly understood and that all services are aligned with the City's objectives.

David Muñoz | Vice President | NSP and DRGR SME

David Muñoz will provide subject matter expertise in the Neighborhood Stabilization Program and the Disaster Recovery Grant Reporting (DRGR) system. Mr. Muñoz will provide technical assistance and support in the preparation of HUD reports, maintenance of DRGR records, and coordination with the HUD field office staff on NSP-related matters and grant closeout tasks necessary to fully complete this one-time assistance from HUD.

Keri Bullock | Manager | Project Manager

Keri Bullock will serve as the City's primary point of contact and will lead the day-to-day delivery of technical assistance services for all grants and the preparation of plans and reports. She will coordinate ongoing tasks, track deliverables, respond to City requests, and facilitate communication between the City and LDM's staff. She will provide the City with an accessible resource for TA delivery, ensuring timely responses and continuity of service for all activities.

Laurie Baker | Manager | HOME SME

Laurie Baker will provide subject matter expertise in the administration and implementation of the HOME and HOME-ARP programs, including developing program guidelines, policies, and procedures and establishing program frameworks for eligible activities, underwriting, and project implementation, as well as providing technical guidance on regulatory requirements.

Marc Hughes | Senior Associate | Labor Compliance SME

Marc Hughes will assist with performing QA/QC of the labor compliance monitoring for federally funded projects subject to Davis-Bacon and State prevailing wage requirements. This includes reviewing the work of the City's contracted labor compliance consultant and Public Works project managers, supporting compliance reviews, and ensuring programs funded with CPD grants meet federal requirements.

Staff Qualifications

The following section provides staff biographical statements for each of the LDM staff members included on the Project Team. Note that all team members selected for this proposal will be available to perform the proposed services for the curation of the contract. No person that is designated as "key" to the proposed service shall be removed or replaced without the written concurrence of the City. All staff members are fully committed to responding in a timely manner to issues related to the service proposed.

Resumes for each staff member are provided under **Exhibit "A"** of this proposal.

Clint Whited, Senior Vice President

Years of Experience with LDM: 20 years

Clint Whited joined LDM Associates in 2006 and currently serves as Senior Vice President. With more than 24 years of experience in the planning and implementation of federal grants including those offered by the U.S. Department of Housing and Urban Development – Office of Community Planning and Development. Clint assists municipalities with all aspects of Community Development Block Grant (CDBG), HOME Investment Partnership (HOME) and Emergency Solutions Grant (ESG) management.

Clint focuses on strategic community investment in affordable housing, development of infrastructure and coordinating the supportive services necessary to achieve local goals and to affirmatively further fair housing choice. His work in these areas includes 40 Consolidated Plans, 160 Annual Action Plans, 29 Analysis of Impediments to Fair Housing (AFH) Choice, and two Assessment of Fair Housing (AFH) documents and numerous program policy and procedure documents to facilitate the implementation of the housing and community development projects resulting from these plans.

He is currently responsible for the management and implementation of CPD programs for a number of cities in Southern California and recently working with the State of California and subrecipient Counties on their Wildfire Disaster Recovery efforts utilizing HUD funds. He is a Certified HOME Specialist (Regulations) and is a national technical assistance provider through HUD's Community Compass technical assistance initiative.

Prior to joining LDM, Clint was a Contract Compliance Specialist for the Los Angeles County Community Development Commission – the second largest Urban County CDBG program in the nation. His responsibilities included contract development and monitoring the implementation of CDBG funded activities implemented by participating cities and non-profit organizations. His work with the Urban County included the development of labor standards policies and procedures covering the Davis-Bacon Act, Minority and Women's Business Enterprise and Section 3 of the Housing and Community Development Act.

Clint has a Bachelor of Science in Public Policy and Management from the University of Southern California's School of Policy, Planning and Development.

David J. Muñoz, Vice President
Years of Experience with LDM: 12 years

David Muñoz joined LDM Associates in 2014 and currently serves as a Vice President on the Housing and Community Development team. With more than eight years of experience in the planning and implementation of federal grants including those offered by the U.S. Department of Housing and Urban Development – Office of Community Planning and Development (CPD), David assists municipalities with all aspects of Community Development Block Grant (CDBG), CARES Act (CDBG-CV and ESG-CV) and administration and implementation.

David focuses on the day-to-day aspects of CPD program administration and compliance, including Consolidated Plan and Action Plan development and implementation, Integrated Disbursement and Information System (IDIS) functionality and management, labor standards enforcement, subrecipient management, monitoring. He is also responsible for capacity building of subrecipients, and federal reporting requirements including the Consolidated Annual Performance and Evaluation Report (CAPER) as well as all other aspects of program administration, implementation, and compliance. His work includes the development of over 20 Consolidated Plans, one hundred Action Plans and CAPERs, and 10 Impediments to Fair Housing Choice (AI).

David is a national technical assistance provider through HUD's Community Compass initiative. Through the initiative, he provides training to municipalities in the Disaster Recovery Grant Reporting (DRGR) system and is also a beta tester for HUD on the system. Because of his fluency in Spanish, he has prepared and provided many of the trainings referenced above in Spanish for the Commonwealth of Puerto Rico and its municipalities.

He serves as MDG's lead Neighborly subject matter expert and Super User, with the ability to configure and manage system functions beyond standard City-level access. He has extensive experience designing and implementing Neighborly systems for multiple HUD grantees, including CDBG, HOME, ESG, Housing Rehabilitation Programs (HRP), Commercial Rehabilitation Programs (CRP), Capital Improvement Projects (CIP), and other federally funded activities, and has successfully developed and maintained eleven fully operational grants management systems. David is currently performing cutting-edge system architecture and implementation work for major agencies including Miami-Dade County, LACAHSA, and others, supporting complex, large-scale program delivery through advanced Neighborly configurations.

David received a Bachelor of Politics and International Affairs with Minor in Latin American Studies (Honors Program) from Wake Forest University. David is bilingual/biliterate in English and Spanish.

Keri Bullock, Manager
Years of Experience with LDM: 1 year

Keri is a highly experienced local government professional with 21 years of expertise in housing and community development. She has a proven track record of implementing a diverse range of funding programs, successfully creating and expanding housing and supportive services for low-

income families, nonprofits, and small businesses. Her responsibilities included managing over $58 million in Federal, State, and local funds for programs in Orange County.

Keri is adept at navigating complex reporting requirements for Federal and State Departments, including the submittal of Consolidated Plans, Annual Action Plans, Analysis of Impediments of Fair Housing Choice, and HOME-ARP Plan to HUD, as well as HHAP and PLHA plans to State HCD.

As a strong organizational leader, Keri excels at fostering positive internal and external partnerships. She has successfully collaborated with local County and City administrators, State program representatives, and representatives from the Environmental Protection Agency, consistently building strong collaborative relationships.

Keri received a Master of Public Policy (MPP) from Pepperdine University and a Bachelor of Science in Economics from the University of Southern California Politics.

Laurie Baker, Manager
Years of Experience with LDM: 3 years

Laurie Baker joined LDM Associates in 2023. Previously she has worked to support community development and housing activities in capacities as a county and city employee managing Federal, State, and local grants and programs. She has managed multiple federal and state grants, managed partnerships with local cities under an Urban County Partnership and managed staff. Her work includes coordination and reporting to Federal and State Departments, including the submittal of Consolidated Plans, Annual Action Plans, and Analysis of Impediments to Fair Housing Choice to HUD. Laurie is an experienced community and housing development professional with an understanding of the interdisciplinary nature of work and the complexity of a community. She implemented a variety of funding programs to create and expand housing and supportive services programs for low-income families, and improve government infrastructure and not-profit facilities, such as improvements to homeless shelters.

Laurie has a B.S. in Organizational Management from Colorado University, in Lakewood Colorado.

Marc Hughes, Senior Associate
Years of Experience with LDM: 8 years

Over the past eight years, Marc has led the company's labor compliance and Section 3 monitoring program. The labor compliance monitoring has included both State of California as well as the federal Davis-Bacon and Related Acts (DBRA). Marc has been responsible for labor compliance monitoring for over fifteen cities and over 30 projects over that same time period. Marc focuses on implementing monitoring strategies to assist cities and contractors through the various labor compliance regulations imposed by federal and state grants.

Marc is responsible for ensuring that all contractors and subcontractors are well informed of the reporting requirements during the pre-bid and pre-construction meetings. He is responsible for

collecting, reviewing, and working with contractors on ensuring that all workers are paid prevailing wages as established by the regulatory agencies.

Marc has a A.S. from Mount San Antonio College, in Walnut, California.

TECHNICAL PROPOSAL

LDM Associates, Inc. (LDM) proposes a comprehensive, fully integrated approach to providing technical assistance and program administration services for the City of Palmdale's Consolidated Plan grant programs. As the City's current consultant, LDM brings direct, working knowledge of Palmdale's programs, systems, priorities, and HUD relationships, allowing for seamless continuation of services without transition delays.

Our approach integrates proactive project management, real-time technical assistance, and subject matter expertise to ensure that all program activities are implemented efficiently and in full compliance with applicable federal regulations, including 24 CFR Parts 91, 570, and 92, and 2 CFR Part 200.

LDM understands that the City requires a consultant capable of providing high-level technical assistance across multiple funding sources, including CDBG, HOME, HOME-ARP, NSP, and SLFRF. This includes ensuring regulatory compliance, maintaining accurate reporting systems, supporting City staff, and responding quickly to evolving program requirements and federal guidance.

Capabilities and Capacity

LDM possesses the organizational capacity, staffing structure, and operational systems necessary to effectively deliver comprehensive consultant and technical assistance services for the City's Consolidated Plan grant programs. Our firm is structured to provide on-demand subject matter expertise across all applicable funding sources, including CDBG, HOME, HOME-ARP, NSP, and SLFRF.

LDM's team is organized around a centralized project management model supported by specialized subject matter experts in key functional areas, including program administration, labor compliance, financial management, and HUD reporting systems. This structure ensures that all services are delivered efficiently and that each task is assigned to personnel with directly relevant expertise.

The firm currently maintains sufficient staffing levels and internal resources to meet the City's ongoing and variable workload demands. Our team is supported by established project management protocols, internal quality control procedures, and system-based tracking tools that ensure timely completion of assignments and consistent service delivery.

LDM employs industry-standard and HUD-mandated systems, such as the Integrated Disbursement and Information System (IDIS), Disaster Recovery Grant Reporting (DRGR), and Neighborly program management platforms. Our extensive expertise with these tools, including subject matter experts who deliver training and technical assistance to grantees on behalf of HUD, ensures accurate tracking, reporting, and documentation of program activities. This approach supports transparency and audit preparedness.

As the City's current consultant, LDM offers immediate capacity to continue services without transition, onboarding, or disruption. Our familiarity with the City's systems, processes, and program history allows us to provide seamless and responsive support from the outset of the contract.

Experience Performing Work of Similar Nature and Size

LDM has over 40 years of experience providing consultant and technical assistance services for HUD Community Planning and Development (CPD) programs, including CDBG, HOME, ESG, HOME-ARP, and related federal and state funding sources. The firm currently provides similar services to over 30 cities, multiple counties, and state agencies, supporting programs of comparable size, complexity, and regulatory requirements as those administered by the City of Palmdale.

Our experience includes full-service administration of Consolidated Plan programs, including preparation of Consolidated Plans, Annual Action Plans, CAPERs, and Analyses of Impediments to Fair Housing Choice, as well as ongoing program implementation, reporting, and compliance monitoring. LDM has also supported jurisdictions with one-time and complex funding sources such as CDBG-CV, HOME-ARP, NSP, and SLFRF.

LDM's current engagement with the City of Palmdale demonstrates our direct experience with the City's programs and needs. LDM prepared the City's 2025-2029 Five-Year Consolidated Plan and Analysis of Impediments, supported Annual Action Plans and CAPERs, and provided ongoing technical assistance and program administration services. This experience provides LDM with a comprehensive understanding of the City's funding structure, priorities, and compliance environment.

In addition to Palmdale, LDM has successfully provided similar services to numerous jurisdictions throughout California and nationally, demonstrating our ability to manage programs of varying scale while maintaining compliance with federal requirements.

Expertise for Consolidated Plan Grant Programs

LDM offers deep subject matter expertise in all aspects of Consultant and Technical Assistance Services for Consolidated Plan grant programs. Our team includes professionals with extensive experience in HUD CPD regulations, program design and implementation, financial management, reporting systems, and cross-cutting federal requirements.

Our expertise includes, but is not limited to:

- Administration and implementation of CDBG, HOME, and HOME-ARP programs in accordance with 24 CFR Parts 570 and 92;
- Preparation of Consolidated Plans, Annual Action Plans, and CAPERs in compliance with 24 CFR Part 91;
- Financial management and compliance with 2 CFR Part 200;
- Subrecipient monitoring and compliance oversight;
- Labor standards compliance, including Davis-Bacon and Section 3 requirements;

- Environmental review coordination (24 CFR Part 58);
- Setup, management, and reporting in HUD systems, including IDIS and DRGR.

LDM staff not only manage local programs, but also provide national technical assistance for HUD by offering training and capacity-building support to grantees nationwide. Our team has helped develop HUD guidance, delivered training for Consolidated Plan Programs such as Basically CDBG, DRGR, IDIS, CDBG-CV, and the eCon Planning Suite, and managed the HUD Exchange "Ask a Question" system, showcasing our extensive knowledge and expertise.

This combination of practical implementation experience and national-level technical expertise ensures that LDM is uniquely qualified to support the City in navigating complex regulatory requirements and maintaining full program compliance.

Record of Meeting Performance Standards

LDM has a demonstrated track record of successfully meeting performance standards across a wide range of projects involving HUD CPD programs. Our firm consistently delivers services that meet or exceed client expectations, regulatory requirements, and established timelines.

Our performance is characterized by:

- Timely preparation and submission of required plans and reports, including Consolidated Plans, Action Plans, and CAPERs;
- Accurate and compliant reporting within HUD systems, including IDIS and DRGR;
- Effective coordination with HUD field offices to resolve issues and maintain compliance;
- Successful monitoring and oversight of funded activities, resulting in minimal findings or corrective actions;
- Consistent delivery of high-quality technical assistance that supports client capacity and program success.

For the City of Palmdale, LDM has maintained a strong record of performance under our current contract, providing reliable and responsive support across all program areas. Our knowledge of federal requirements and local needs allows us to actively partner with City staff to identify a range of alternatives to housing and community development challenges. One example of this is the innovative project structure used to facilitate the redevelopment of the Melville J. Courson Pool by leveraging CDBG funds and the development team of the Courson Arts Colony to rebuild and reopen a previously shuttered community asset in concert with the development of new housing. Another example was during the recovery from the financial crisis of 2008 when the then Redevelopment/Neighborhood Services Departments used CDBG / NSP funds to rehabilitate two vacant City buildings to create the present-day SAVES facility at the old Senior Center and the South Valley WorkSource Center (since repurposed for America's Job Center for California) at the former children's library. The SAVES and WorkSource projects effectively leveraged federal grant funds and underutilized city resources such as the vacant buildings to provide enhanced services to low- and moderate-income residents during a time of crisis. Our familiarity with the City's expectations and our proven ability to meet deadlines and compliance requirements position us to continue delivering high-quality services under this contract.

LDM's long-standing relationships with its clients, many of whom have retained the firm for multiple contract cycles, further demonstrate our ability to consistently meet performance standards and deliver value.

Specific and Clear Timelines, Tasks, and Goals to Accomplish Project

LDM will implement a structured, task-driven approach to ensure that all services are delivered in a timely, organized, and compliant manner. Our approach is designed to provide the City of Palmdale with clear expectations, predictable workflows, and measurable outcomes across all Consolidated Plan grant programs.

Ongoing Service Delivery Framework

Because this engagement involves ongoing technical assistance and program administration rather than a single deliverable, LDM will structure services around recurring tasks, regulatory deadlines, and City-driven priorities. LDM will work closely with City staff to establish annual work plans that align with HUD reporting cycles, funding timelines, and program implementation needs.

Core recurring tasks include, but are not limited to:

- Preparation of Annual Action Plans in accordance with HUD deadlines;
- Preparation and submission of CAPER reports;
- Quarterly reporting (financial and performance);
- Ongoing IDIS and DRGR data entry, reconciliation, and reporting;
- Monitoring of subrecipients and funded activities;
- Support for procurement, contract administration, and compliance activities; and
- Technical assistance to address day-to-day program needs and regulatory questions.

These tasks will be scheduled and tracked to ensure that all deadlines are met and that deliverables are completed in advance of submission requirements.

Timeline for Key Deliverables

LDM will adhere to all HUD-required timelines and will coordinate closely with City staff to ensure timely completion of major deliverables. Anticipated timelines include:

- Annual Action Plan – Draft prepared in advance of the City's public review period to allow for internal review, public comment, and timely submission to HUD;
- CAPER – Prepared immediately following the close of the program year to ensure submission within HUD's required timeframe;
- Quarterly Reports – Prepared and submitted in accordance with HUD and funding-specific deadlines;
- HOME and HOME-ARP Reporting – Ongoing tracking and reporting aligned with federal requirements and program-specific deadlines;
- NSP / DRGR Reporting – Completed on a quarterly or as-needed basis to support program closeout and compliance; and

- SLFRF Reporting – Prepared in accordance with U.S. Treasury reporting schedules.

LDM's familiarity with HUD timelines and reporting requirements ensures that all submissions are completed accurately and on time.

Task Management and Tracking

LDM will utilize established project management practices to track all tasks, deadlines, and deliverables. This includes:

- Coordinating regularly with City staff to confirm priorities and adjust workloads as needed;
- Providing status updates on ongoing assignments and upcoming deadlines; and
- Identifying potential issues early to avoid delays or compliance concerns.

This proactive approach ensures transparency, accountability, and consistent progress across all program activities.

Measurable Goals and Outcomes

LDM's service delivery approach is focused on achieving the following measurable outcomes:

- Timely submission of all required reports and plans – All deliverables will be completed in advance of HUD deadlines to allow for City review and revisions;
- Regulatory compliance – All program activities and documentation will meet applicable federal requirements, minimizing the risk of findings or corrective actions;
- Accurate and complete reporting – Data entered into IDIS, DRGR, and other systems will be accurate, consistent, and fully supported by documentation;
- Effective program implementation – Funded activities will be properly tracked, monitored, and aligned with program goals and national objectives;
- Responsive technical assistance – City staff will receive timely and reliable support for all program-related questions and tasks.

Flexibility to Address Changing Needs

LDM recognizes that program priorities, funding levels, and regulatory requirements may change over the course of the contract. Accordingly, our approach is designed to be flexible and adaptable. LDM will adjust staffing levels, reallocate resources, and modify task priorities as needed to ensure that the City continues to receive effective and timely support.

Continuity and Immediate Implementation

As the City's current consultant, LDM will be able to immediately continue all ongoing activities without disruption. There will be no transition period required, and all timelines and tasks currently in progress will be maintained seamlessly. This continuity ensures that the City remains on schedule for all reporting and program requirements from the outset of the contract term.

Exhibit A

Personnel Resumes

CLINT WHITED

Senior Vice President

AREAS OF EXPERTISE

- Grants Management
- HUD CPD Programs
- Disaster Recovery Programs
- CARES Act

YEARS OF EXPERIENCE

24 Years

CERTIFICATIONS/TRAINING

- Certified HOME Program Regulations
- Lead Based-Paint Visual Assessment Certification

EDUCATION

B.S. Public Policy and Management
University of Southern California

WORK HISTORY

LDM Associates, Inc.
2006 - Present

L.A. County Community Development Commission
2002 - 2006

Clint has assisted hundreds of states and cities in the design and implementation of housing and community development programs – primarily through HUD CPD Programs. Clint focuses on strategic community investment in affordable housing, development and coordinating the supportive services necessary to achieve local goals and to affirmatively further fair housing choice.

Areas of specialization include grants planning, grantee capacity building, compliance monitoring, HUD CPD technical assistance, and the implementation of housing programs including all phases of acquisition, rehabilitation and/or development, ownership or rental.

PROJECT SPECIFIC EXPERIENCE

State of California Department of Housing and Community Development – Disaster Recovery Multifamily Housing Program

Subject Matter Expert | November 2019 - Current

Clint is the working group lead for implementation of the 2017, 2018, and 2020 disaster recovery multifamily housing programs. Building on the basic framework of the CDBG program regulations and Federal Register Notices, Clint developed program policies, procedures, and underwriting standards in early 2020 and has since guided the commitment of over $285M to 26 California cities and counties to develop over 2,000 housing units to replace those lost to the wildfires. In this capacity, Clint led the preparation of standard operating procedures, supporting forms and documents, checklists, and tracking systems. Clint provides technical assistance and training to new staff assigned to the disaster recovery program and regularly provides training for subrecipients and developers.

Programs: CDBG-DR

Client: Stacy Rodgers, CDBG-DR Branch Manager, HCD
2020 West El Camino Avenue, Sacramento, CA 95833
stacy.rodgers@hcd.ca.gov | (916) 841-6268

City of Irvine (plus various other cities), CDBG-CV and ESG-CV Programs/ Rental, Mortgage, and Business Assistance Program Administration

Program Manager/Senior Vice President | April 2020 - Current

Clint has provided program administration services to the City of Irvine and nine other cities to evaluate the impact of COVID-19 on housing and business markets and assisted these cities in designing and implementing CDBG-CV, ESG-CV, and U.S. Treasury Coronavirus State and Local Fiscal Recovery funded housing, vulnerable populations, and business assistance programs. In this capacity, Clint helped to program over $50M in CDBG-CV and ESG-CV resources in the period between July 1 and December 31, 2020. Clint developed program guidelines, supporting forms and documents, and tracking and monitoring systems. Clint provided training locally and under subcontract for HUD TA to help grantees and subrecipients understand eligible activities, national objectives, COVID-19 tieback, and duplication of benefits. Clint is currently overseeing staff implementing these programs in cities across Southern California.

Programs: CDBG Admin. | HOME Admin. | Housing Rehab Admin. | CDBG-CV

Client: Sarah Escobedo, Management Analyst II, City of Irvine
1 Civic Center Plaza, Irvine, CA 92606
SEscobedo@cityofirvine.org | (949) 724-7447

LDM Associates • Inc.

CLINT WHITED

Senior Vice President

PROJECT SPECIFIC EXPERIENCE

City of Palmdale (plus various other cities), HOME Program Administration and Implementation

Lead Consultant/Senior Vice President | June 2008 - Current

Clint provides HOME program administration and implementation services to the City of Palmdale and eight other participating jurisdictions. Clint's advisory services to Palmdale supported the development of eight multifamily apartment communities totaling 565 housing units for seniors, chronically homeless, and families. Clint has designed and implemented an acquisition, rehabilitation, resale program, tenant-based rental assistance programs, homeowner rehabilitation programs, homebuyer assistance programs, and provided technical assistance to build the capacity of a YouthBuild chapter to become a certified Community Housing Development Organization. In this role, Clint developed program guidelines, supporting forms and documents, and tracking and monitoring systems to ensure compliance with HOME regulations. Clint is currently advising the City in the development of its HOME-ARP Allocation Plan and early program design.

Programs: HOME | HOME-ARP | Successor Housing Agency

Client: Sophia Reyes, Director of Neighborhood Services, City of Palmdale
38250 Sierra Highway, Palmdale, CA 93550
SReyes@cityofpalmdale.org | (661) 267-5164

U.S. HUD Technical Assistance – Basically CDBG Training and Online e-Learning Curriculum

Trainer | March 2016 – 2021

Clint was a co-trainer under contract to Enterprise Advisors for HUD's live in-person Basically CDBG Trainings in New Orleans, Milwaukee, and Seattle (2017). Clint also worked with Enterprise and HUD Headquarters staff to produce the Basically CDBG Online e-learning curriculum that is currently posted to the HUDExchange.info website (2019-2020). Specifically, Clint wrote the content for the topical capacity building modules that followed the live video recordings and reviewed all content for consistency with current HUD policy and guidance. In 2020, Clint prepared CDBG-CV slide deck materials for HUD Headquarters to present during the initial round of CDBG-CV webinars. More recently, Clint presented the Basically CDBG-CV Public Services, National Objectives, and Other Federal Requirements virtual sessions during the 2022 HUD CARES Act Virtual Training Conference.

Programs: CDBG | Federal Crosscutting

Client: Diane Lobasso, Senior Advisor, HUD Office of DAS for Grants Programs
451 7th St. SW, Washington, D.C., 20410
Diane.L.Lobasso@hud.gov | (202) 402-2191

CLINT WHITED

Senior Vice President

PROJECT SPECIFIC EXPERIENCE

Assessment of Fair Housing, Cities of Paramount and Temecula

Lead Consultant/Senior Vice President | January 2016 – June 2017

Clint prepared Assessment of Fair Housing documents for the Cities of Paramount and Temecula, California using HUD's new planning framework designed to ensure that HUD grant recipients take meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. This work included an analysis of fair housing data, an assessment of fair housing issues and contributing factors, and an identification of fair housing priorities and goals. Clint facilitated robust citizen and stakeholder engagement through community meetings, focus groups, surveys, individual consultations with protected class representatives and advocacy groups. The resultant AFH documents were accepted by HUD and incorporated into each City's 5-year Consolidated Plan and other local plans. Concurrent with this work, Clint also supported HUD Technical Assistance efforts through a subcontract with the National Association for Latino Community Asset Builders whereby Clint provided training and technical assistance to several other cities and counties similarly engaged in the development of AFH documents for the first time.

Programs: CDBG | HOME | Fair Housing and Equal Opportunity

Client: Luke Watson, Deputy City Manager, City of Temecula
41000 Main Street, Temecula, CA 92590
Luke.Watson@temeculaca.gov | (951) 694-6400

CDBG-DR and CDBG-MIT Grant Administration, Commonwealth of Puerto Rico

Subject Matter Expert | September 2019 - Current

Mr. Whited served on the SME Policy Team and provided technical assistance and training to Commonwealth and subrecipient staff on a range of topics and programs, including housing, economic development, and infrastructure, national objectives and eligibility, DRGR, subrecipient oversight and monitoring, procurement, Section 3, MBE/WBE, Lead Based Paint, and Davis Bacon and Related Acts. Mr. Whited also developed extensive policies, procedures and workflows on these topics. These tasks were completed as a subcontractor to HORNE.

Programs: CDBG-DR | CDBG-MIT

Client: Ryan Flanery, Director of CDBG-DR Compliance, HORNE Puerto Rico
Avenida Juan Ponce de León, Hato Rey, PR 00917
Ryan.Flanery@hornellp.com | (727) 510-9588

DAVID MUÑOZ

Vice President

AREAS OF EXPERTISE

- Grants Management
- HUD CPD Programs
- Disaster Recovery Programs
- CARES Act
- Disaster Recovery Grant Reporting (DRGR) System

YEARS OF EXPERIENCE

12 Years

EDUCATION

B.A. Politics and International Affairs
Wake Forest University

WORK HISTORY

LDM Associates, Inc.
2018 - Present
2014 - 2018 (part time)

Congressional Hispanic Leadership Institute – Global Leaders Fellow
2018

Winston-Salem Poverty Thought Force
2016 - 2017

Fundación Chile 21 – Research Assistant Intern
2015

LDM Associates • Inc.

David has assisted cities, counties and states with the design, administration, implementation, and oversight of housing and community development programs – primarily through HUD CPD Programs. Provided services include the oversight of subrecipients, contractors, and internal departments to ensure regulatory compliance in their program implementation. He also provided CDBG-DR technical assistance to grantees, is a HUD national Technical Assistance provider and trainer on behalf of the DRGR system, is part of the HUD Ask a Question DRGR response team and conducted DRGR training in Spanish for the Commonwealth of Puerto Rico.

Areas of specialization include review of client's programmatic and financial systems, preparation of policies and procedures, development of implementation tools, forms, and mechanisms to assist the grantee in documenting process and compliance in addition to establishing performance and financial monitoring systems.

PROJECT SPECIFIC EXPERIENCE

State of California - CDBG-CV and ESG-CV Technical Assistance

Subject Matter Expert – Training Team Lead | March 2021 - Current

David developed training and capacity building materials for units of local government (UGLGs) and subrecipients under the State of California's $150 Million Community Development Block Grant – CV (CDBG-CV) and $315 Million Emergency Solutions Grant – CV (ESG-CV) programs funded by HUD in response to the COVID-19 pandemic. Training and capacity building was provided on the rules, regulations, and requirements of the CDBG-CV and the ESG-CV programs to State staff as well as subrecipients, and contractors receiving CDBG-CV and ESG-CV funds. He supported the State in designing tools, templates, and resource guides to support implementation of the CDBG-CV and ESG-CV programs; and provided technical assistance and performed QA/QC of program resources.

Programs: CDBG Admin. | HOME Admin. | Housing Rehab Admin. | CDBG-CV | ESG-CV

Client: Felicity Gasser, Section Chief
California Department of Housing and Community Development
2020 W. El Camino Avenue, Suite 200, Sacramento, CA 95833
felicity.gasser@hcd.ca.gov | (916) 820-1187

U.S. Department of Housing and Urban Development - Disaster Recovery Grant Reporting (DRGR) Technical Assistance

Subject Matter Expert – Trainer & TA Provider | May 2018 - Current

David was a co-trainer under contract to TDA Inc. for HUD's in-person Disaster Recovery Grant Reporting (DRGR) system trainings including training in Spanish for the Commonwealth of Puerto Rico. In addition, he provided on-line training on the DRGR system to grantees across the country participating remotely. He is a drafter/reviewer on the Ask A Question (AAQ) portal for the DRGR system. In addition, he assisted in the development of the DRGR User Manual reflecting the updates performed to the reporting system through release 8.0.

Programs: DRGR Reporting System

Client: Steven D. Edwards, CPD Specialist, HUD
451 7th Street SW, Washington, D.C., 20410
Steven.D.Edwards@hud.gov | (803) 765-5292

DAVID MUÑOZ

Vice President

PROJECT SPECIFIC EXPERIENCE

City of Hawthorne (plus various other cities), HUD CPD Programs Administration/ Housing & Commercial Rehab Administration

Program Manager – Manager | June 2018 - Current

David has provided program administration services to the City of Hawthorne in addition to multiple other grantees / participating jurisdictions. His services to Hawthorne have supported the improvements to a number of community facilities and infrastructure projects in the low- and moderate-income sections of the community. He has assisted in the implementation of a housing rehabilitation program utilizing HOME program funds that resulted in the rehabilitation of over 60 homes. In addition, he has designed and assisted in the implementation of a commercial rehabilitation program in the City's core commercial district that serves the low- and moderate-income community. In this role, he has developed program guidelines, supporting forms and documents, and tracking and monitoring systems for all programs to ensure compliance with CDBG and HOME regulations. David is also currently overseeing MDG program staff implementing these programs in cities across Southern California.

Programs: CDBG | HOME | Housing Rehabilitation | Commercial Rehabilitation | CDBG-CV | HOME ARP

Client: Kimberly Mack, Director of Housing, City of Hawthorne
4455 West 126th Street, Hawthorne, CA 90250
kmack@cityofhawthorne.org | (310) 349-1603

Puerto Rico - Disaster Recovery Monitoring and Compliance Technical Assistance

Subject Matter Expert – Manager | September 2019 – Current

David provided monitoring and general disaster recovery grant compliance technical assistance to the Commonwealth of Puerto Rico through the Puerto Rico Department of Housing (PRDOH), on behalf of the $18.4 billion in CDBG-DR and CDBG-MIT funding from HUD in response to the devastation resulting from the 2017 Hurricane Maria. He worked as a sub-consultant to HORNE LLP in assisting the Commonwealth with developing a monitoring strategy, risk analysis, and providing training to the Commonwealth staff on every aspect of monitoring subrecipients and contractors responsible for implementing projects and programs contained in the CDBG-DR and CDBG-MIT Action Plan. Training included onsite and remote training on HUD monitoring exhibits, contractor and subrecipient oversight, 2 CFR 200 and other statutory and regulatory requirements, scheduling and conducting onsite and desktop monitoring events, preparing monitoring reports, and working with monitored entities to resolve open findings. He also assists the Commonwealth with preparing for HUD monitoring events, inclusive of reviewing and assessing existing monitoring processes for the purpose of strengthening oversight of all funded projects and programs, and preparing for HUD monitoring events. He also provided multiple trainings for Commonwealth staff and participated in several onsite and remote contractor, subrecipient and internal training events.

Programs: CDBG-DR | CDBG-MIT | OMB 2 CFR Part 200

Client: Ryan Flanery, Director of CDBG-DR Compliance, HORNE Puerto Rico
269 Avenida Juan Ponce de León, Hato Rey, PR 00917
Ryan.Flanery@hornellp.com | (727) 510-9588

DAVID MUÑOZ

Vice President

PROJECT SPECIFIC EXPERIENCE

City of Rancho Cucamonga (plus various other cities), Consolidated Plan and Assessment of Fair Housing

Program Manager | **June 2018 - Current**

David prepared the Consolidated Plan and Assessment of Fair Housing (AFH) documents for the City of Rancho Cucamonga in addition to various other cities. In the development of the Consolidated Plan and the Assessment of Fair Housing, he used HUD's new planning framework designed to ensure that HUD grantees take meaningful actions, in addition to combating discrimination, that overcome patterns of segregation and foster inclusive communities free from barriers that restrict access to opportunity based on protected characteristics. This work included analyses of fair housing data, assessments of fair housing issues and contributing factors, and an identification of fair housing priorities and goals.

His active participation in structuring and conducting community meetings and stakeholder focus groups for both documents underscored his commitment to inclusive engagement, ensuring that diverse perspectives from low- and moderate-income residents and members of protected classes were incorporated into planning efforts. Concurrent with this engagement strategy, he developed and prepared outreach materials such as notices, flyers, social media campaigns, and presentations in English and Spanish.

Through his proficiency in data analytics the foundation for preparation of the AFH and Consolidated Plan was established, by providing invaluable insights into community conditions and needs, thereby facilitating informed decision-making throughout the resource programming and approval processes. Furthermore, he supported the City by crafting strategic investment strategies that address the community's highest priority needs.

Programs: CDBG | HOME | ESG | Fair Housing and Equal Opportunity

Client: Flavio Nuñez
City of Rancho Cucamonga, Economic Development Department
10500 Civic Center Drive, Rancho Cucamonga, CA 91730
Flavio.Nunez@CityofRC.US | (909) 774-4313

KERI BULLOCK

Manager

AREAS OF EXPERTISE

- Grants Management
- HUD Programs
- HHAP Funding
- CARES Act – ARPA
- Community Outreach

YEARS OF EXPERIENCE

21 Years

CERTIFICATIONS/TRAINING

Certificate in Public Employee Leadership Development, CSUF

Introduction to Economic Development Certificate, CALED

EDUCATION

B.S. Economics
University of Southern California

Master of Public Policy (MPP)
Pepperdine University

WORK HISTORY

LDM Associates, Inc.
2025 - Present

City of Irvine
2018 - 2025

City of Brea
2011 - 2018

Rosenow Spevacek Group (RSG) 2006-2011

LDM Associates • Inc.

Keri is a highly experienced local government professional with 21 years of expertise in housing and community development. She has a proven track record of implementing a diverse range of funding programs, successfully creating and expanding housing and supportive services for low-income families, nonprofits, and small businesses. Her responsibilities included managing over $58 million in Federal, State, and local funds for programs in Orange County.

Keri is adept at navigating complex reporting requirements for Federal and State Departments, including the submittal of Consolidated Plans, Annual Action Plans, Analysis of Impediments of Fair Housing Choice, and HOME-ARP Plan to HUD, as well as HHAP and PLHA plans to State HCD.

As a strong organizational leader, Keri excels at fostering positive internal and external partnerships. She has successfully collaborated with local County and City administrators, State program representatives, and representatives from the Environmental Protection Agency, consistently building strong collaborative relationships.

PROJECT SPECIFIC EXPERIENCE

HUD CPD Program Management

Manager | 2022 - 2025

Keri managed a team responsible for HUD programs, including the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) programs, as well as State CDBG-CV, and ARPA/HOME-ARP programs. Funds were used to support City infrastructure projects and ADA improvements to public buildings; development of affordable housing, homebuyer assistance programs, homeowner rehabilitation, and tenant-based rental assistance.

Keri oversaw the process to update the City's Consolidated Plan, Annual Action Plan, and Analysis of Impediments of Fair Housing Choice (collectively Plans). Keri retained and oversaw the work of consultants to draft the Plans, obtain and analyze data on population, housing cost and housing cost burden, fair housing, and other information to assist in identifying City priorities and developing strategic plans for the 2025-2029 Plan cycle.

Keri and staff managed a portfolio of housing created through the City's policies, ensuring compliance with occupancy and rent restrictions for rental units, and occupancy and price restrictions on initial and future resales of homes.

Programs: CDBG | HOME | ESG | CDBG-CV

Client: City of Irvine

KERI BULLOCK

Manager

PROJECT SPECIFIC EXPERIENCE

The Tracks at Brea Trail

Project Manager and Grant Writer | 2011 – 2018

The City of Brea successfully transformed an abandoned Union Pacific right-of-way into the four-mile "Tracks at Brea" trail, which runs through the center of the city and connects to the 66-mile OC Loop. This award-winning project, conceived in 2007, was completed in six segments by 2018, requiring years of strategic planning, public outreach, and extensive collaboration with community volunteers and supportive organizations. A crucial factor in the project's success was the acquisition and implementation of number state and federal grants, totaling $17.5 million, which funded the majority of the initiative. Keri was responsible for writing, receiving, and managing these grants, and oversaw the completion of the trail's initial six segments. The continuation of the Tracks at Brea trail has been designated as a top priority by the City Council in their 2023-25 budget.

Programs: Housing Related Parks Grant | EPA Brownfield Cleanup Grant | Active Transportation Program | Land and Water Conservation Fund | Mobile Source Air Pollution Reduction Committee (MSRC) | Clean Transportation Funding

Client: Marie Dao, Senior Management Analyst, City of Brea
1 Civic Center Plaza, Brea, CA 92821
mdao@cityofbrea.net | (714) 990-7600

Irvine Recovery Plan Grant Program

Project Manager | 2021 - 2025

The City of Irvine allocated a portion of its American Rescue Plan Act (ARPA) funding to establishing a grant program for non-profit organizations. These grants, provided over two years, supported organizations delivering services and programs to the Irvine community across three categories: Vulnerable Populations, Emerging Nonprofits, and Small Business. Keri was responsible for overseeing the program's design, the formation of the Subcommittee, the Notice of Funding Availability (NOFA) process, resulting in the awarding of grants and the overall implementation of the program.

Programs: American Rescue Plan Act (ARPA)

Client: Brian King, Assistant City Manager, City of Irvine
1 Civic Center Plaza, Irvine, CA 92623
BKing@cityofirvine.org | (949) 724-7000

State of California Homeless Housing, Assistance, and Prevention (HHAP) Grant Program

Project Manager | 2022-2025

In 2022, the City of Irvine became eligible for Homeless Housing, Assistance, and Prevention (HHAP) funding. Keri successfully established a collaborative partnership with the Cities of Santa Ana and Anaheim to complete funding requests for various homelessness programs, including street outreach, case management, and rental assistance. Furthermore, Keri forged strong partnerships with local organizations, including Irvine Valley College, Stand Up For Kids, Orange County Asian Pacific Islanders Community Alliance and Jamboree Housing to effectively implement the HHAP funding within the Irvine Community.

Programs: HHAP Grant Funds

Client: Valeria Ramos, Senior Management Analyst, City of Irvine
1 Civic Center Plaza, Irvine, CA 92623
vramos@cityofirvine.org | (949) 724-7000

KERI BULLOCK

Manager

PROJECT SPECIFIC EXPERIENCE

One Irvine Grant and Loan Programs – City of Irvine

Project Manager | 2018 - 2024

Keri was hired by the City of Irvine in 2018 with the specific objective of designing and launching the "One Irvine" Program. She initiated the program by conducting community outreach to identify the pilot neighborhood within the city. In 2021 the program received American Rescue Plan Act (ARPA) funding, which enabled the development of grant and loan programs, as well as a temporary waiver or 'holiday' of permit fees. Keri undertook extensive marketing and outreach efforts to inform residents about these available resources. The "One Irvine" program has since expanded citywide and has proven highly successful in promoting sustainable improvements in older homes throughout the City.

Programs: ARPA | City funds

Client: Brian King, Assistant City Manager, City of Irvine
1 Civic Center Plaza, Irvine, CA 92623
bking@cityofirvine.org | (949) 724-7000

Affordable Housing Development – Cartwright Family Apartments

Manager | 2022 - 2025

The Cartwright Family Apartments includes 60 units with a preference for those who live or work in the City of Irvine, the first project in the City to include this local preference. Six units have been set aside for veterans, and all units are income-restricted. Keri and her key housing staff worked directly with the developer to ensure that all appropriate and available funds were utilized to ensure this worthy project came to fruition. Construction is nearing completion.

Programs: HOME | PLHA

Client: Todd Cottle, Principal, C&C Development Co.
14211 Yorba Street, Suite 200, Tustin, CA 92780
TCottle@C-Cdev.com | (714) 269-8848

Eviction Prevention Learning Lab – National League of Cities

Program Manager | 2024 - 2025

National League of Cities, in partnership with Standford Legal Design Lab, launched the Eviction Prevention Learning Lab (EPLL) in 2024. This effort is a nationwide peer-to-peer network for cities and their partners to gain exposure to best practices, policies, and tools to prevent evictions in their communities. The City of Irvine was selected as one of ten cities to participate and collaborate with others. In addition to the rental assistance the City was already utilizing, eviction diversion is a holistic combination of services that divert landlord-tenant disputes away from eviction filings or court proceedings. Lessons learned included legal strategies, important partnerships, landlord engagement, and tenant education. Keri served as the lead City staff member to participate in this valuable learning opportunity.

Programs: HHAP

Client: Hannah Olsen, Program Manager, National League of Cities
660 N. Capitol Street NW, Washington, DC 20001
Olsen@nlc.org | (877) 827-2385

LAURIE V. BAKER

Manager

AREAS OF EXPERTISE

- Grants Management
- HUD CPD Programs
- Housing Finance Programs
- CARES Act
- Inclusionary Housing

YEARS OF EXPERIENCE

34 Years

CERTIFICATIONS/TRAINING

- Housing Development Finance Professional, NDC
- HOME - Regulations

EDUCATION

B.S. Organizational Mgmt.
Colorado Christian University

WORK HISTORY

LDM Associates, Inc.
2024 - Present

County of Santa Barbara
2013 - 2024

Arapahoe County
2011 - 2013

Aurora Housing Authority
2009 - 2011

County of Denver
2000 - 2009

LDM Associates • Inc.

Laurie was a local government professional working with Federal, State, and local government programs over the last 34 years. She implemented a variety of funding programs to create and expand housing and supportive services programs for low-income families, and improve government infrastructure and not-profit facilities, such as improvements to homeless shelters. She was responsible for reporting to Federal and State Departments, including the submittal of Consolidated Plans, Annual Action Plans, and Analysis of Impediments to Fair Housing Choice to HUD.

Laurie is a strong organizational leader and was responsible for over $94 million in Federal, State, and local funds for a variety of programs in Santa Barbara County. She has fostered positive internal and external partnerships, including with local County and City administrators, State program representatives and representatives of Federal Departments of HUD, Treasury, and the Environmental Protection Agency. She is successful in building strong collaborative relationships.

PROJECT SPECIFIC EXPERIENCE

HUD CPD Program Management

Manager | 2013 - 2024

Laurie managed a team responsible for HUD CPD programs, including the Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) programs, as well as State NPLH, PLHA, CDBG-DR, CDBG-CV and Federal Treasury and EPA programs. Funds were used to support County infrastructure projects and ADA improvements to public buildings; improvements to non-profit facilities, such as homeless shelters, development of affordable housing, homebuyer assistance programs, homeowner rehabilitation, tenant-based rental assistance, and micro-enterprise and small business assistance.

Laurie oversaw the process to update the County's Consolidated Plan, Annual Action Plan, and Analysis of Impediments of Fair Housing Choice (collectively Plans) over two 5-year Plan cycles. Laurie retained and oversaw the work of consultants to draft the Plans, obtain and analyze data on population, housing cost and housing cost burden, fair housing, and other information to assist in identifying County priorities and developing strategic plans for the 2015-2019 and 2020-2024 Plan cycles. Laurie directly organized public meetings and professional consultations for Plan input, created surveys and tabulated data.

Laurie oversaw the County's Inclusionary Housing Program, working with senior staff to ensure that developers met affordable housing requirements or pay in-lieu fees. Laurie and staff managed a portfolio of housing created under the ordinance, ensuring compliance with occupancy and rent restrictions for rental units, and occupancy and price restrictions on initial and future resales of homes.

Programs: CDBG | HOME | CDBG-DR | CDBG-CV

Client: Joe Dzvonik, Deputy Director, Housing & Comm. Dev., Santa Barbara County
123 E. Anapamu St., Suite 202, Santa Barbara, CA 93101
jdzvonik@countyofsb.org | (805) 568-3523

LAURIE V. BAKER

Manager

PROJECT SPECIFIC EXPERIENCE

State of California –Disaster Recovery and Mitigation Grant Multifamily Housing Program

Subject Matter Expert | **June 2024 – Current**

Laurie supports the Multifamily Housing Program working group implementing the 2017, 2018, and 2020 disaster recovery and mitigation multifamily housing development programs. She helps apply the CDBG-DR regulatory framework and Federal Register notices to program design and implementation. She supported development of program policies, procedures, and underwriting standards and contributed to the commitment of more than $285M to 26 California cities and counties to develop more than 2,000 housing units to replace those lost to wildfires. In this capacity, she developed standard operating procedures; supporting forms and documents; checklists; and tracking systems. She provides technical assistance to newly assigned disaster recovery staff, subrecipients, and developers on multifamily housing development and crosscutting requirements (procurement, Section 3, MBE/WBE).

Programs: CDBG – Disaster Recovery

Client: Jessica Hayes, Disaster Recovery Branch Chief, Housing and Community Development
2020 West El Camino Avenue, Sacramento, CA 95833
Jessica.Hayes@hcd.ca.gov (916) 620-3760

City of Paramount – HOME, HOME ARP, and PLHA Grant Administration

Project Manager | **September 2024 - Current**

Laurie provides program administration and implementation services for the HOME Investment Partnerships Program (HOME), HOME American Rescue Plan (HOME-ARP), and the Permanent Local Housing Allocation (PLHA) Program to the City of Paramount and two additional participating jurisdictions. She prepared a HOME-ARP Allocation Plan to inform the City's use of awarded funds and developed the Action Plan and associated program guidelines. Laurie also prepared the Request for Proposals for the use of HOME-ARP funds and continues to monitor funded activities to ensure compliance with HOME, HOME-ARP, and PLHA requirements.

In addition, she designed and is currently implementing the City's PLHA-funded First-Time Homebuyer Program for low- and moderate-income households, including the development of program guidelines, supporting forms and documentation, and a tracking and monitoring system for grant-assisted properties.

Programs: HOME | HOME - ARP | PLHA

Client: John King, Planning Director, Community Development Dept., City of Paramount
16400 Colorado Avenue, Paramount, CA 90723
jking@paramountcity.com | (562) 220-2049

LAURIE V. BAKER

Manager

PROJECT SPECIFIC EXPERIENCE

Emergency Rent and Emergency Business Assistance Programs

Program Manager | June 2021 – September 2023

Laurie led efforts to prevent homelessness and business closures by implementing emergency financial assistance programs during the COVID-19 national health emergency. She oversaw the work of subrecipients - County Housing Authority, United Way of Southern Santa Barbara County, and the Santa Barbara Foundation, which prevented evictions of over 4,600 households and assisted over 50 businesses to retain employees.

Programs: CARES Act and American Resue Plan Act

Client: Joe Dzvonik, Deputy Director, Housing & Comm. Dev., Santa Barbara County
123 E. Anapamu St., Suite 202, Santa Barbara, CA 93101
jdzvonik@countyofsb.org | (805) 568-3523

Inclusionary Housing Program – City/County of Denver and Santa Barbara County

Project Manager | 2000-2009 and 2013-2024

In Denver, Laurie oversaw homeownership projects from inception through the City's planning process to completion, and managed compliance through the long-term affordability period. Denver had two programs: Developments of 5 or more housing units and large-scale developments, which included the redevelopment of Stapleton International Airport and Lowry Air Force Base. Large-scale developers could meet their inclusionary housing requirements via on-site and off-site developments, and by meeting certain percentage goals. Laurie and staff oversaw the resales of homes under Denver's portfolio, which involved over 17 different resale formulas.

Santa Barbara County also had multiple resale restrictions, including equity sharing and resale formulas. Laurie and staff worked with sellers, buyers, real estate agents, lenders, appraisers, attorneys, and title companies to ensure homes were sold at affordable prices to qualified buyers for the duration of the affordability periods.

Programs: CDBG-CV | ESG-CV

Client: Joe Dzvonik, Deputy Director, Housing & Comm. Dev., Santa Barbara County
123 E. Anapamu St., Suite 202, Santa Barbara, CA 93101
jdzvonik@countyofsb.org | (805) 568-3523

State of California – No Place Like Home Program

Program Manager | 2018 – 2020

Laurie worked with Santa Barbara County's Behavioral Wellness Dept. (BeWell) to collaborate on the implementation of the State NPLH program. She worked with BeWell to solicit and award County NPLH funds to housing development projects that created new housing opportunities for homeless persons with mental health diagnoses. Laurie's housing staff underwrote the projects and BeWell provides ongoing mental health services to persons housed in NPLH units.

Programs: State NPLH Funds

Client: Felicity Gasser, Section Chief, California Department of Housing and Community Development
2020 W. El Camino Avenue, Suite 200, Sacramento, CA 95833
felicity.gasser@hcd.ca.gov | (916) 820-1187

MARC HUGHES

Senior Associate

AREAS OF EXPERTISE

- Labor Compliance
- Section 3 Requirements
- Davis-Bacon and Related Acts (DBRA)

YEARS OF EXPERIENCE

8 Years

CERTIFICATIONS/TRAINING

- HUD Section 3 Final Rule
- DOL Bipartisan Law Infrastructure
- HUD Labor Compliance

EDUCATION

Mt. San Antonio Community College
Walnut, CA

WORK HISTORY

LDM Associates, Inc.
2018 - Present

Over the past eight years, Marc has led the company's labor compliance and Section 3 monitoring program. The labor compliance monitoring has included both State of California as well as the federal Davis-Bacon and Related Acts (DBRA). Marc has been responsible for labor compliance monitoring for over fifteen cities and over 30 projects over that same time period. Marc focuses on implementing monitoring strategies to assist cities and contractors through the various labor compliance regulations imposed by federal and state grants.

Marc is responsible for ensuring that all contractors and subcontractors are well informed of the reporting requirements during the pre-bid and pre-construction meetings. He is responsible for collecting, reviewing, and working with contractors on ensuring that all workers are paid prevailing wages as established by the regulatory agencies.

PROJECT SPECIFIC EXPERIENCE

City of Irvine – Bommer Canyon Community Park Rehabilitation Project

Lead Compliance Consultant | 2021-2023

Marc provided the overall labor compliance and Section 3 monitoring for the project. The Bommer Canyon project entailed the construction of new buildings, utility improvements, accessibility improvements, landscaping and irrigation (including new sewer line). Marc was responsible for Davis-Bacon and Related Acts (DBRA) prevailing wage compliance and monitoring, including bid document preparation, HUD-11 employee field interviews, review of certified payroll reports, identification and resolution of any labor standard violations as well as MBE/WBE and Section 3 reporting and compliance. Marc also coordinated the preparation of and the submission of the Semi-Annual and Annual reports to local counties and U.S Department of Housing and Urban Development (HUD).

Programs: CDBG

Client: Stacy Delong, Senior Project Manager, City of Irvine
1 Civic Center Plaza, Irvine, CA 92606
SDeLong@cityofirvine.org | (949) 473-1237

City of Temecula – ADA Compliance for Pavement Rehab Program – West Side Business Park Area

Lead Compliance Consultant | 2021-2022

Marc provided the overall labor compliance and Section 3 monitoring for the project. The ADA Compliance for Pavement Rehab Program – West Side Business Park Area project consisted of removing existing sidewalk ramps and replacing them with ADA compliant access ramps. Marc was responsible for Davis-Bacon and Related Acts (DBRA) prevailing wage compliance and monitoring, including bid document preparation, HUD-11 employee field interviews, review of certified payroll reports, identification and resolution of any labor standard violations as well as MBE/WBE and Section 3 reporting and compliance. Marc also coordinated the preparation of and the submission of the Semi-Annual and Annual reports to local counties and U.S Department of Housing and Urban Development (HUD).

Programs: CDBG

Client: Shawna Bennetts, Associate Civic Engineer, City of Temecula
41000 Main St, Temecula, CA
Shawna.bennetts@temeculaca.gov | (951) 506-5167

LDM Associates • Inc.

MARC HUGHES

Senior Associate

PROJECT SPECIFIC EXPERIENCE

City of Fontana – Miller Amphitheatre Parking Lot Expansion Project

Labor Compliance Lead Consultant | 2019-2021

The Fontana – Miller Amphitheatre Parking Lot Expansion Project consisted of the expansion of the parking lot, adding new street lighting, curbs, gutters and ADA access ramps. Marc was responsible for Davis-Bacon and Related Acts (DBRA) prevailing wage compliance and monitoring, including bid document preparation, HUD-11 employee field interviews, review of certified payroll reports, identification and resolution of any labor standard violations as well as MBE/WBE and Section 3 reporting and compliance. Marc also coordinated the preparation of and the submission of the Semi-Annual and Annual reports to local counties and U.S Department of Housing and Urban Development (HUD).

Programs: CDBG

Client: Kimberly Young, Senior Civil Engineer, City of Fontana
8353 Sierra Avenue, Fontana, CA 92336
kyoung@fonatna.org | (909) 350-7632

City of Temecula – Old Town Boardwalk Enhancement

Labor Compliance Consultant | 2019-2021

The Temecula – Old Town Boardwalk Enhancement project consisted of replacing existing planks on the boardwalk to expand the width and adding trees with cast iron grates at various location on Old Town Front Street. Marc was responsible for Davis-Bacon and Related Acts (DBRA) prevailing wage compliance and monitoring, including bid document preparation, HUD-11 employee field interviews, review of certified payroll reports, identification and resolution of any labor standard violations as well as MBE/WBE and Section 3 reporting and compliance. Marc also coordinated the preparation of and the submission of the Semi-Annual and Annual reports to local counties and U.S Department of Housing and Urban Development (HUD).

Programs: CDBG

Client: William Becerra, Associate Engineer II, City of Temecula
41000 Main St, Temecula, CA 92590
Will.becerra@temeculaca.gov | (951) 693-3963

City Exhibit J

Cost Proposal

COST PROPOSAL

LDM Associates, Inc. (LDM) proposes providing consultant and technical assistance services for Consolidated Plan grant programs based on the scope of work in the Request for Proposal (RFP) on a time-and-materials basis, with compensation not to exceed a contract price of $399,250.00 for the maximum five (5) year period covered by the RFP.

Under this approach, the City will be billed only for actual hours worked at agreed-upon hourly rates, up to the not-to-exceed amount. LDM will track staff time by functional tasks and program activity, allowing the City to clearly associate administrative costs with program output.

This structure ensures cost reasonableness and accountability while allowing the City to scale services up or down based on funding availability and demand. This structure also avoids unnecessary fixed costs during periods of lower program activity.

LDM anticipates requiring between 540 and 620 staff hours per year to provide the required technical assistance and program administration support for the programs shown in Table D-1 – Cost Proposal, which provides the not-to-exceed annual cost on a per-program basis. The hourly bill rates by staff classification are provided in Table D-2 – Schedule of Bill Rates.

Table D-1: Cost Proposal

Program	Year 1	Year 2	Year 3	Year 4	Year 5
1. Community Development Block Grant (CDBG)	$52,500	$55,000	$57,500	$60,000	$62,500
2. Community Development Block Grant – Coronavirus (CDBG-CV)	$2,000	$0*	$0*	$0*	$0*
3. Home Investment Partnerships (HOME)	$12,000	$12,000	$13,500	$15,000	$15,000
4. Neighborhood Stabilization Program (NSP)	$2,500	$2,500	$0*	$0*	$0*
5. HUD HOME American Rescue Plan (HOME-ARP)	$8,000	$8,000	$9,000	$5,000	$2,500
6. U.S. Treasury Coronavirus State and Local Fiscal Recovery Funds (SLFRF)	$2,500	$2,250	$0*	$0*	$0*
Annual Total:	**$79,500**	**$79,750**	**$80,000**	**$80,000**	**$80,000**

*LDM anticipates this one-time funding program to be closed out in the prior year.

Table D-2: Schedule of Bill Rates					
Team Member	PY 2026-27	PY 2027-28	PY 2028-29	PY 2029-30	PY 2030-31
President/Sr. Exec. Vice-President	$179.00	$184.00	$190.00	$196.00	$202.00
Vice-President	$169.00	$173.00	$179.00	$185.00	$191.00
Senior Director	$163.00	$167.00	$172.00	$177.00	$183.00
Director	$158.00	$162.00	$167.00	$172.00	$178.00
Deputy Director	$142.00	$146.00	$151.00	$156.00	$161.00
Manager	$127.00	$130.00	$134.00	$138.00	$143.00
Deputy Manager	$120.00	$123.00	$127.00	$131.00	$135.00
Senior Associate	$114.00	$117.00	$121.00	$125.00	$129.00
Associate	$103.00	$106.00	$110.00	$114.00	$118.00
Senior Analyst	$84.00	$86.00	$89.00	$92.00	$95.00
Analyst	$79.00	$81.00	$84.00	$87.00	$90.00
Secretary	$56.00	$58.00	$60.00	$62.00	$64.00

***Program year is defined as July 1 to June 30 of the following year.*

City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **HUMAN RESOURCES DEPARTMENT**

DISTRICT: **ALL**

SUBJECT: **ADOPT RESOLUTION NO. CC 2026-042, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE ADOPTING UPDATES TO THE CITY'S SALARY AND BENEFITS POLICY, SUPERSEDING RESOLUTION NO. CC 2024-060**

RECOMMENDATION

Staff recommend that the City Council:

1. Adopt Resolution No. CC 2026-042, a Resolution of the City Council of the City of Palmdale adopting updates to the City's Salary and Benefits Policy, superseding Resolution No. CC 2024-060.

BACKGROUND

The City periodically updates its Salary and Benefits Policy to ensure compliance with state and federal laws, maintain internal consistency, and reflect current organizational practices. The last comprehensive update occurred in June 2024, and several provisions now require revision to align with legal mandates, operational needs, and modern employment standards.

DISCUSSION

The proposed updates to the City's Salary and Benefits Policy are part of the City's ongoing effort to maintain a modern, consistent, and legally compliant personnel framework. Over the past year, staff conducted a comprehensive review to identify inconsistencies, outdated provisions, and areas requiring clarification. This review was prompted by recent changes in state and federal labor laws and evolving organizational needs.

The revisions to the Salary and Benefits Policy reflect current labor market conditions, internal equity analyses, and adjustments to ensure competitive compensation for recruitment and retention. Several sections were also updated to clarify benefit eligibility,

leave accruals, specialty pays, and other provisions. These updates help ensure fairness, transparency, and operational consistency. These changes modernize the City's personnel policies and provide clear guidance to both employees and supervisors.

The Salary and Benefits Policy is a key component of the City's strategic plan to attract and retain talent. A dedicated policy underscores the importance of these elements and highlights the City's commitment to offering compelling and comprehensive packages.

FISCAL IMPACT

$0; There is no fiscal impact directly associated with this action. Any fiscal impacts associated with revised salary ranges or benefit structures have been included in the FY 2026-27 Annual Budget.

STRATEGIC PLAN

Goal IV: Maintain a desirable community where everyone wants to live, work, and play.

C. Invest in staff and other human resource strategies to attract and retain a highly qualified, diverse, and creative workforce.

Prepared by:	Yvette Barrios, Director of Human Resources
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Reso. No. CC 2026-042
Salary and Benefits Policy

CITY COUNCIL

CITY OF PALMDALE, CALIFORNIA

RESOLUTION NO. CC 2026-042

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE ADOPTING UPDATES TO THE CITY'S SALARY AND BENEFITS POLICY, SUPERSEDING RESOLUTION NO. CC 2024-060

WHEREAS, the City of Palmdale ("City) previously adopted policies, rules, regulations, and resolutions related to salary and benefits of employment at the City of Palmdale; and

WHEREAS, the City of Palmdale ("City) periodically reviews its Salary and Benefits Policy to ensure compliance with applicable federal, state, and local laws and regulations; and

WHEREAS, the City Council of the City of Palmdale desires and intends to modify certain sections of the policies, rules, regulations & resolutions related to salary and benefits of employment; and to supersede any conflicting provisions contained within prior policies, rules, regulations & resolutions relating to salary and benefits.

NOW THEREFORE, BE IT RESOLVED THE CITY COUNCIL OF THE CITY OF PALMDALE HEREBY DOES HEREBY FIND, DETERMINE, RESOLVE AND ORDERS AS FOLLOWS:

Section 1: Salary and Benefits Policy is established as set forth in Exhibit A.

Section 2: Any and all prior policies, rules, regulations, and resolutions which are in direct conflict with the policies, rules, and regulations set forth in Exhibit A shall be superseded by the policies set forth in Exhibit A.

Section 3: The City expressly reserves the right, in its sole discretion, at any time and from time to time, but upon a non-discriminatory basis, to amend or rescind any provision of this Resolution or any benefits or salary provisions, or to terminate any benefits or salary provisions.

Section 4: This Resolution shall become effective immediately upon its passage.

Section 5: The City Clerk shall certify to the adoption of this resolution.

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PASSED AND ADOPTED

PASSED, APPROVED and **ADOPTED** this 7th day of July, 2026.

_____
Eric Ohlsen, Mayor

APPROVED AS TO FORM:

ATTEST:

_____
Alexandra Severino
City Attorney

_____
Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of the City of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 7th day of July, 2026, by the following roll call vote:

AYES: _____

NOES:_____

ABSTAIN:_____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

CITY OF PALMDALE

Salary and Benefits Policy

UPDATED July 7, 2026

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DEFINITIONS

Allocation

The assignment of a position to a classification in accordance with the duties, authority, and responsibilities of the position.

Anniversary Date

The first workday an employee completes in the service of the City. When an employee is promoted or their position is reclassified, the employee's anniversary date for salary review purposes will become the first workday the employee completes in the new or reclassified position.

Appointing Authority

The City Manager or his or her designee. The appointing authority may delegate all duties, responsibilities, powers, and authority granted him or her by this Policy and the administrative instructions, policies, regulations, procedures, or orders promulgated pursuant to this Policy.

Business Day

The City's regular hours of operation are Monday through Thursday, 7:30 am – 6:00 pm.

City

The City of Palmdale.

Classification

A position or positions assigned to the same job title.

Classification Specification

A written description of a position, including but not limited to classification title, general statement of the required level of work, distinguishing features of work, examples of duties, and minimum qualifications required for the position.

Classified Service

All positions of employment in the service of the City, except for the following:

A. Elected officers;
B. Individuals serving on boards, commissions and agencies;
C. Individuals performing services under contract;
D. Individuals performing services during a declared emergency;
E. Individuals appointed to unbenefited part-time positions;
F. Volunteers;
G. City Manager;
H. Assistant City Manager;
I. Deputy City Manager;
J. Director
K. Director of Public Works
L. Deputy Director

Compensation

The rate of pay established for a position.

Compensatory Time

Time off from work in lieu of monetary payment for overtime work. (Commonly referred to as CTO)

Day

Calendar day unless otherwise specified.

Disciplinary Action

The dismissal, involuntary demotion, reduction in pay, or disciplinary suspension of a full-time employee for violation of the City's rules, administrative policies, regulations, or procedures.

Demotion

Assignment of an employee from one position or classification in a pay range to a position/classification in a range that has a lower maximum rate of pay. A demotion may be voluntary or involuntary and may result from disciplinary or non-disciplinary action.

Department

The organizational unit under the immediate charge of a Director.

Executive Employee

An individual assigned to any of the following classifications: Assistant City Manager, Deputy City Manager, Director, Director of Public Works, and Deputy Director.

Executive Employees are at-will employees who serve at the pleasure of the City Manager. As such, they may be disciplined by the City Manager at any time, and they may be dismissed at any time by the City Manager, with or without cause or notice. Further, City policies and procedures related to disciplinary procedures and their appeals do not apply to Executive Employees.

If an Executive Employee is involuntarily terminated or laid off by the City Manager, he or she will receive severance pay in accordance with the Benefits Resolution approved by the City Council (CC 2026-037). Executive Employees do not serve a probationary period.

Employee

An individual legally employed by the City and compensated through the City payroll for his or her services.

Exempt Employee

Exempt employees are paid on a salary basis and, based on the type and nature of their duties, are not subject to the overtime pay requirements of the law. Accordingly, exempt employees do not receive overtime compensation. Employees whose duties fall within the executive, administrative, and professional categories, as set forth in the Fair Labor Standards Act, are exempt from overtime compensation.

Full-Time Employee

An employee (as defined above) who has successfully completed the probationary period established for the position, who is employed for an indefinite period of time, and who is regularly scheduled to work at least 32 hours each workweek.

Furlough

The week between Christmas and New Year's Day is an unpaid furlough, with the exception of Christmas Eve, Christmas Day, New Year's Eve, and New Year's Day, which

are paid City holidays. Employees may use their accrued leave (except sick time) in lieu of going without pay during the furlough.

Hours Worked

Hours during which an employee is performing their duties as directed by the City.

Immediate Family

The employee's spouse/registered domestic partner and the parent or parent-in-law, child (biological, adopted, foster, stepchild, or legal ward), grandparent, grandchild, sibling, or designated person in accordance with applicable law.

Leave of Absence

An approved absence from work as provided for by this Policy.

Merit Pay Increases

A discretionary increase in compensation which may be granted for meritorious service, completion of minimum prescribed periods of fully satisfactory employment, and continued improvement in performance.

Non-exempt Employees

Employees who are entitled to receive overtime compensation as provided by federal law and this Policy.

Overtime Work

Authorized work performed by a non-exempt employee in excess of forty (40) hours worked in the workweek. With the exception of holidays, overtime compensation shall be based on hours worked, not hours paid. If accrued banked time is used during the workweek, overtime compensation will be calculated at the straight-time rate. Holidays will be included in the calculation of "hours worked" for overtime purposes. For purposes of including holidays, the day the City observes the holiday will be considered, and not the date of the actual holiday.

Pay Range

One or more specific pay rates are assigned to a class of positions as the

compensation for that classification.

Position

The duties and responsibilities assigned to a job within a classification.

Probationary Employee

All full-time and promotional appointments shall be tentative and subject to a one (1) year probationary period. The appointing authority may not extend the probationary period. During the probationary period, an employee's employment may be rejected at any time by the appointing authority without cause or notice and without the right of appeal. An employee must pass probation before applying for another City position, promotion, or requesting a transfer.

Provisional/Interim Appointment

The temporary/interim appointment of an employee who possesses the minimum qualifications established for a particular position, in the absence of available eligibles. May be used to fill temporary vacancies resulting from a leave of absence.

Rules, Policies, Administrative Instruction, and Departmental Procedures

The Administrative Instructions or Policies, Human Resources Rules & Regulations, Salary & Benefits Policy, and Departmental Procedures of the City of Palmdale.

Seasonal Unbenefited Part-Time Employee

An employee hired on a temporary variable-hour basis not to exceed 120 days. The employee is at-will and, as such, accrues no status or rights in the position. Seasonal Unbenefited Part-time Employees do not serve a probationary period and are not subject to the disciplinary process.

Serious Health Condition

This term is the same as defined in the federal Family and Medical Leave Act and the California Family Rights Act.

Sick Leave

Time off with pay for employees. Sick leave may be used by employees who are

incapacitated by illness or injury, or public health requirements. Sick leave may also be used to care for immediate family members or a designated person.

Termination of Employment

The separation or end of an employee's employment with the City of Palmdale as a result of a layoff, resignation, dismissal, rejection during probation, or other reason.

Unbenefited Part-Time Employee

An employee hired on a part-time basis. The employee is at-will and, as such, accrues no status or rights in the position. An Unbenefited part-time Employee may not work over 28 hours per week. Under no circumstances will a part-time employee work more than 960 hours per fiscal year, unless the position is excluded from the City's contract with the California Public Employees' Retirement System (CalPERS). Unbenefited Part-time Employees do not serve a probationary period and are not subject to the disciplinary process.

Variable Hour Unbenefited Employee

A Variable Hour Employee is expected to work at least 28 hours per week initially. The period of employment at more than 30 hours per week is reasonably expected to be of a limited duration (e.g., summer season 12-week period), and at their start date, it cannot be determined that the employee is reasonably expected to work on average at least 30 hours per week over the initial measurement period (calendar year). Under no circumstances will a Variable Hour Employee work more than 960 hours per fiscal year, unless the position is excluded from the City's contract with the California Public Employees' Retirement System (CalPERS). Designating an employee as a Variable Hour Employee requires the Appointing Authority's approval. Variable Hour Employees do not serve a probationary period and are not subject to the disciplinary process.

Workday

The scheduled number of hours an employee is required to work per day. An employee's workday may be modified by the appointing authority.

Workweek

The seven-day period designated for the purpose of calculating overtime for nonexempt employees is as follows: for those employees on a four/ten schedule, and for those employees whose schedule is the traditional five days a week, the workweek begins at 12:01 a.m. Monday and ends at midnight on Sunday; for those employees on a 9/80 schedule, the workweek begins at noon on Friday and ends at noon on the next Friday.

SECTION 1 - PAY PLAN

Section 1-1 - Compensation

The City's compensation plan includes the hourly or monthly rates of pay adopted by the City and the assignment of positions to salary ranges. Unless otherwise provided, all rates of compensation shall be expressed as an hourly or monthly rate.

Section 1-2 - Changes in the Compensation Plan

Adjustments to the compensation plan may be recommended by the appointing authority and are contingent on the approval of the City Council.

Section 1-3 - Compensation for Work Out of Classification/ Provisional Appointment

With the approval of the Director of Human Resources, the Director may assign regular employees to a higher-level classification in the case of unusual extended leaves and/or vacancies of fifteen (15) consecutive calendar days or more as a professional growth and development opportunity. The employee must meet the minimum qualifications for the higher position in order to qualify for an out-of-class assignment. The assignment may last up to six (6) consecutive months. The Director of Human Resources may approve extending the length of an out-of-class assignment. The Director must present requests for an out-of-class assignment to the Director of Human Resources in advance and receive approval from the Director of Human Resources before the employee is appointed to a higher-level classification.

Employees appointed to an out-of-class assignment will be compensated with either a 5% increase or at Step A of the assigned classification, whichever is greater. Benefit levels will remain unchanged for the duration of the out-of-class assignment. Compensation changes will be effective on the first day of the third week of the out-of-

class assignment and continue through the end of the assignment.

SECTION 2 - CLASSIFICATION PLAN

Section 2-1 - Preparation of Classification Plan

The Director of Human Resources shall ascertain and record the duties and responsibilities of all positions in the classified service and shall recommend a classification plan for all positions in the classified service. The classification plan shall consist of classes of positions defined by class specifications and job titles. The classification plan shall be developed and maintained so that all positions with substantially similar duties, responsibilities, authority, and character of work are included within the same classification and that similar schedules of compensation apply to all positions in the same classification.

Section 2-2 - Amendment and Revision of Plan

The appointing authority may revise the classification plan whenever he or she deems necessary, contingent upon approval by the City Council.

Section 2-3 - Allocation of Positions

Following the adoption of the classification plan, the Director of Human Resources shall assign each position to its appropriate classification based on duties and responsibilities. The appointing authority may change the allocation of positions.

Section 2-4 - New Positions

Except as directed by the appointing authority, no person shall be appointed or employed to fill a new position until the classification plan is amended to add the new position.

Section 2-5 - Reclassification

If the duties of the position change materially such that the position belongs in a different classification, Human Resources will review the position and, if appropriate, recommend to the City Manager and reallocate the position to the appropriate classification, contingent on City Council approval.

Section 2-6 - Use of Classification Title

The title of the classification to which any position is allocated shall be used in all official personnel records and business transactions of the City.

SECTION 3 - TRANSFER, PROMOTION, DEMOTION, SUSPENSION, REDUCTION IN PAY, REINSTATEMENT, DISCIPLINE, AND COMPLAINT POLICIES AND PROCEDURES

The Appointing Authority shall establish and implement policies and procedures for recruitment, examination, appointment, probationary periods of employment, transfer, promotion, demotion, administrative suspension, reduction in pay, and reinstatement.

The Appointing Authority shall establish and implement disciplinary policies and procedures, and for the appeal thereof, in accordance with federal and state law. The policies established by the Appointing Authority may be overridden by City Council Resolution.

The Appointing Authority shall establish and implement policies and procedures for processing complaints in accordance with federal and state law. The policies established by the Appointing Authority may be overridden by City Council Resolution.

SECTION 4 - PAID TIME OFF

Section 4-1 - Holidays

The following are the paid holidays for regular full-time employees:

1. New Year’s Day
2. Martin Luther King Jr. Day
3. Presidents’ Day
4. Farmworkers’ Day (floating holiday)
5. Memorial Day
6. Juneteenth
7. Independence Day
8. Labor Day
9. Columbus Day (floating holiday)
10. Veterans Day
11. Thanksgiving Day
12. Day After Thanksgiving

13. Christmas Eve
14. Christmas Day
15. New Year's Eve

The dates on which each of the foregoing holidays is observed shall be determined by the City.

Generally, if any of the foregoing holidays fall on a Saturday or Sunday, the preceding Friday or the following Monday shall be observed as a holiday. All holidays will be paid in accordance with employees' regular work schedules. An employee on unpaid leave is not eligible for holiday pay.

An employee eligible for floating holidays may use accumulated floating holidays at any time during employment upon the director's approval. The City will keep a record of floating holiday use, accrual, and accumulation. If an employee terminates his or her employment with the City and has accumulated floating holidays, he or she shall be paid for the accumulated floating holidays. For eligible full-time employees, a floating holiday shall be equivalent to the number of hours an employee is regularly scheduled to work during a workday. All full-time employees hired on or before June 30, 2026, shall have a 680-hour cap on floating holiday accruals.

Individuals who become full-time employees on or after July 1, 2026, shall have a 340-hour cap on floating holiday accruals. Once this maximum amount is accumulated, the employee will cease accruing any additional floating holiday hours. An employee resumes accruing floating holiday after hours have been used and thereby reducing the amount accumulated below the maximum.

In addition to receiving their Holiday hours accrued, full-time non-exempt employees who are scheduled to work on a City holiday (other than floating holidays) shall receive 1.5 hours of holiday pay for every hour worked on a City observed holiday.

An employee must work their regularly scheduled shift immediately before and immediately after that holiday, or be on a pre-approved absence, to receive holiday pay. Employees with unexcused absences or absences with little or no reasonable advance notice do not receive holiday pay. A new employee whose first working day is the day after a holiday shall not receive holiday pay. An employee who is separating from employment and whose last day is an observed holiday shall not receive holiday pay.

Effective July 1, 2026, an **additional day off** may be used during the month of the employee's birth. This is a use-it-or-lose-it benefit and cannot be accrued/banked.

Section 4-2 - Annual Vacation Leave

A. Accrual. Except as to Director/Executive Management employees, all full-time employees hired on or before August 1, 2012, shall be entitled to paid vacation leave as follows:

Vacation Accrual Rate	
at beginning of benefited status	80 hours per year earned at a rate of 3.07 hours per pay period
at beginning of 5th year of employment	120 hours per year earned at a rate of 4.61 hours per pay period
at beginning of 10th year of employment	160 hours per year earned at a rate of 6.15 hours per pay period

Individuals who become full-time or benefited part-time employees on or after August 2, 2012, shall be entitled to paid vacation leave as follows:

Vacation Accrual Rate	
at beginning of benefited status	80 hours per year earned at a rate of 3.07 hours per pay period
at beginning of 5th year of employment	100 hours per year earned at a rate of 3.84 hours per pay period
at beginning of 10th year of employment	120 hours per year earned at a rate of 4.61 hours per pay period

As set forth in Resolution 2026-037, Deputy Director/Director/Executive Management employees accrue vacation leave at the rate of 6.15 hours per pay period (160 hours annually).

Vacation leave will accrue on a bi-weekly basis based on hours worked or when an employee is in pay status. Regardless of an employee's hire date, the accrual will begin on the date the employee becomes full-time. Employees are not eligible to use vacation leave until it has been accrued. Vacation leave may be accumulated up to a maximum of 240 hours. Once this maximum amount is accumulated, the employee will cease accruing any additional paid vacation. An employee resumes accruing vacation after taking a vacation and thereby reducing the amount accumulated below the

maximum.

An employee may take vacation leave with the prior approval of the employee's Director, or the Director's designee, with due regard to the employee's wishes and the needs of the department. The City may direct an employee to use vacation leave. The City may deny or postpone an employee's vacation request based on the City's needs.

If there is a holiday during vacation or other time off with pay, an employee will receive holiday pay, and such time will not be charged to the employee's vacation or other paid time off.

Vacation benefits are not earned during the unpaid portion of a leave of absence, except as otherwise required by state or federal law. If an employee has accrued vacation leave in their bank, it must be used. Employees cannot voluntarily go into an unpaid status. Terminated employees shall be paid for all accrued vacation leave.

B. Accrued Leave Buy Back. Four times each fiscal year, as of the first pay period in March, May, September, and November, an exempt employee who has a combined total of at least 520 hours in their vacation, administrative leave, and floating holiday accrued bank time may convert 40 or more hours of this time to cash. In no event can an exempt employee reduce his or her combined accrued leave balance (excluding sick leave) below 480 hours.

Four times each fiscal year, as of the first pay period in March, May, September, and November, a nonexempt full-time employee who has a combined total of 280 hours in their vacation, compensatory time, and floating holiday accrued may convert 40 or more hours of compensatory time to cash. If a nonexempt employee does not have a full 40 hours of accrued compensatory time, he or she may convert the difference from his or her vacation or floating holiday bank if necessary in order to participate in the buy-back program. Nonexempt employees may then also convert vacation time and floating holiday leave to cash. In no event can a nonexempt employee reduce his or her combined accrued leave balance (excluding sick leave) below 240 hours.

Section 4-3 - Sick Leave

Paid sick leave shall not be considered a right which an employee may use at his or her discretion. Sick leave shall be used by employees for the following: (1) Diagnosis, care, or treatment of an existing health condition of, or preventive care for, an employee or an employee's family member; or (2) For an employee who is a victim of domestic violence, sexual assault, or stalking. Family members include the employee's parent,

child, spouse, registered domestic partner, grandparent, grandchild, sibling, or designated person.

When the need for sick leave is foreseeable, an employee must personally give their supervisor as much advance notice as possible. When the need for sick leave is not foreseeable, and except as otherwise required by law, an employee must personally give the employee's supervisor notice of the need to take sick leave as soon as practical. When possible, such notice shall be given before the start of the employee's scheduled workday and before each additional workday thereafter in which the employee is absent. If it is impossible for the employee to notify his or her supervisor, the employee must notify his or her Director. In addition, all absences shall be reported in accordance with departmental policies.

The City reserves the right to request verification for any absence due to illness or disability if circumstances indicate that the employee is not requesting paid sick leave for a valid purpose.

Eligible employees earn paid sick leave based on hours worked or hours paid (e.g., when an employee is on paid leave). Full-time employees earn sick leave at the rate of eight (8) hours per month. Paid sick leave is not earned (i.e., does not accrue) during unpaid leaves of absence, except as otherwise required by state or federal law.

Full-time employees hired on or before August 1, 2012, may accumulate sick leave without a limit. Individuals who become full-time employees on or after August 2, 2012, may accumulate a maximum of 800 hours of sick leave. Individuals who became benefited part-time employees on or after August 2, 2012, may accumulate a maximum of 400 hours of sick leave.

Unbenefited, Seasonal, and Variable Hour Employees shall accrue one (1) hour of Sick Leave for every 20 hours worked beginning January 1, 2027. Annual usage cap remains at 40 hours per calendar year. Unused sick leave balance may carry over to the next year. Total accrued bank sick leave may not exceed 80 hours. An Unbenefited, Seasonal, or Variable Hour Employee may use sick leave beginning on the 90th day of employment.

Full-time employees are not eligible to use sick leave until it has been accrued. Sick leave may be used only in increments of 15 minutes, unless smaller increments are permitted by law. Sick leave must be reported in accordance with departmental policy.

Retaliation or discrimination against an employee who uses paid sick leave is prohibited by City policy and California state law.

An employee who returns to work for the City within one year of separation of service will be credited with up to forty (40) hours of sick leave. If the employee separated with less than forty (40) hours of accrued sick leave, he/she will be credited with the hours he/she had accrued at the time of separation.

If an employee has accrued sick leave in their bank, it must be used. Employees cannot voluntarily go into an unpaid status. If an employee's sick leave is exhausted, other accrued leave may be used at the department's discretion, with Human Resources approval.

Section 4-4 - Payment and Conversion of Accumulated Sick Leave

Full-time employees may be entitled to convert either 20 or 40 hours of sick leave to an equal amount of vacation time or pay during September. To be eligible to convert, the employee must have at least 212 hours of accumulated sick leave at the time of the annual request and at least 192 hours of accumulated sick leave after the conversion during the last pay period in September.

An employee whose employment with the City terminates or is terminated before the last day of the last pay period in September is not eligible to convert sick leave, including on a prorated basis.

Section 4-5 - Jury Duty

Full-time employees who have received a summons for jury duty during their normal working hours shall be deemed on duty and shall receive their regular pay for up to a maximum of ten (10) calendar days of jury service. In some circumstances, exempt employees may be required to be compensated for more than 10 days under state or federal law.

An employee who volunteers for jury duty or serves on a grand jury will not be paid by the City for that time.

If an employee is required to serve on jury duty, the employee must notify his or her supervisor of the need for time off as soon as a court notice or summons is received. An employee must present a verification from the court clerk stating that they served on jury duty to qualify for pay. Employees will be expected to report or return to work for the remainder of their work schedule on any day they are dismissed from jury duty. Employees shall maintain their normal work schedule and may not alter their work schedule and/or flex their time off while serving on jury duty.

Employees scheduled to work a night shift are not required to report or return to work on a day they report for jury duty. Employees working the night shift should contact Human Resources for specific assistance in coordinating jury duty with their schedule.

Section 4-6 - Other Court Appearances

Any employee who is called as a witness in a trial, deposition or other legal proceeding, arising out of or related to the course of his or her employment, shall be deemed to be on duty and shall receive pay for the time so engaged. An employee absent as a witness for a non-job-related purpose shall not be entitled to pay during such absence. Exceptions to this rule may be made only with the written authorization of the appointing authority. Employees may request such an exception by submitting the appropriate form to the City Attorney's office, prior to the required appearance. In some circumstances, exempt employees may be required to be compensated under the provisions of state or federal law when absent as a witness for a non-job-related purpose.

Section 4-7 - Bereavement/Reproductive Loss Leave

Full-time employees are permitted to take five (5) days leave upon the occurrence of a qualifying death or reproductive loss event. Bereavement leave may be taken if the employee's absence from work is necessitated by the death of a member of the employee's Immediate Family. Full-Time employees shall receive up to three (3) paid days for bereavement. If an employee has exhausted paid bereavement leave, the employee may use other available leave, such as sick leave or compensatory time off. Such paid sick leave (or other compensatory time off) will run concurrently with leave taken pursuant to this section.

Qualifying death definition: Immediate family shall be defined as the death of an employee's spouse, domestic partner, child, stepchild, parent, parent-in-law, grandparent, grandchild, brother, sister, mother/father-in-law, son or daughter-in-law, brother or sister-in-law, legal guardian, or custodial child, or the same relatives of a domestic partner, any relative by blood or marriage who is a member of the employee's household, domestic partner, and any parent, grandparent, spouse, child, brother or sister of the employee, or the parent, brother or sister of the employee's spouse, ex-spouse, or deceased spouse, regardless of residence or employee's current marital status.

Reproductive loss definition: any failed adoption, failed surrogacy, miscarriage, stillbirth, or unsuccessful assisted reproduction by the employee, the employee's current

spouse or domestic partner, or by another individual if the employee would have been a parent of a child had the reproductive loss not occurred.

Bereavement/Reproductive Loss leave may be taken on non-consecutive days, but must be completed within three (3) months of the date of death or reproductive loss.

For leave related to a reproductive loss, employees may take multiple leaves for subsequent reproductive losses. However, employees are limited to a total of twenty (20) days of reproductive loss leave in a twelve (12) month period. Further, employees receive three (3) paid days of reproductive loss leave each calendar year. If an employee has exhausted this paid reproductive loss leave, the employee may use other available leave time, such as sick leave or other compensatory time off, for a subsequent reproductive loss. Such paid sick leave (or other compensatory time off) will run concurrently with leave taken pursuant to this section.

Employees will be required to provide documentation of the death of the qualifying family member within 30 days of the first day of leave. Documentation includes, but is not limited to: a death certificate, a published obituary, or written verification of death, burial, or memorial services from a mortuary, funeral home, burial society, crematorium, religious institution, or governmental agency.

Employees will not be required to provide documentation of a reproductive loss, and the City will not request documentation.

Section 4-8 - Time for Voting

Employees who do not have sufficient time outside of their regular working hours to vote in a statewide election may request time off to vote from his/her supervisor. If possible, employees should make their request at least two (2) days in advance of the election. Up to two hours of paid time off will be provided at the beginning or end of the employee's regular shift, whichever will allow the most free time for voting and the least time off work.

SECTION 5 - OTHER TIME OFF

Section 5-1 - Time Off To Attend School Activities

An employee who is a parent, guardian or grandparent with custody of a child in kindergarten or grades 1-12, inclusive, or attending a licensed child day care facility, who wishes to take time off to participate in activities of the school or child care facility, may

take off up to eight (8) hours each calendar month (up to a maximum of forty (40) hours each school year), per child. The employee must give reasonable notice to his or her supervisor of the planned absence and use existing vacation, administrative leave, compensatory time, or floating holiday accrued for this purpose. Otherwise, such time off for nonexempt employees is unpaid. For exempt employees, such time off may be paid or unpaid as provided by applicable law. The City requires documentation from the school noting the date and time of the employee's visit.

If both parents of a child work for the City, only one parent (the first to provide notice) may take the time off unless the City approves both parents taking time off simultaneously.

An employee may also be granted time off to attend a school conference involving the possible suspension of his or her child.

Section 5-2 - Leave Related To Domestic Violence or Sexual Assault

Any employee who is a victim of domestic violence, sexual assault, stalking, or other crime may take leave from work to obtain or attempt to obtain any relief, including, but not limited to: a temporary restraining order, restraining order, or other injunctive relief to help ensure the health, safety, or welfare of the employee or their child, if the employee provides advance notice of the need for leave.

Any employee who is a victim of domestic violence, sexual assault, stalking, or other crime, may take leave from work to attend to any of the following: obtaining medical attention or psychological counseling; obtaining services from a shelter, program or crisis center; or participating in safety planning or other actions to increase safety, if the employee provides advance notice of the employee's intention to take time off for these purposes.

If advance notice is not feasible, the employee must provide any of the following to the City within a reasonable time after the leave: a police report indicating that the employee was a victim; a court order protecting the employee from the perpetrator; evidence from the district attorney or court that the employee has appeared in court; or documentation from a health care provider or counselor that the employee was undergoing treatment for physical or mental injuries or abuse. The leave is unpaid unless the employee elects to use the Healthy Workplace Healthy Family Act of 2014 sick leave, accrued vacation or personal leave, or compensatory time off.

Section 5-3 - Crime Victims' Leave

The City will provide unpaid time off to an employee to attend judicial proceedings related to a crime if that employee is a victim of a crime, an immediate family member (as defined by law) of a victim, a registered domestic partner of a victim, or the child of a registered domestic partner of a victim. The City requires that, where feasible, the employee provide Human Resources with a copy of the notice of each scheduled proceeding provided to the victim by the agency responsible for providing notice, in advance of taking leave.

If advance notice is not possible, the employee must provide Human Resources with a copy of the notice within a reasonable time. Employees may use existing vacation, administrative leave, compensatory time, or floating holiday accrued hours for this purpose. Otherwise, such time off for nonexempt employees is unpaid. For exempt employees, such time off may be paid or unpaid as provided by applicable law.

If an employee is a victim of a crime and is called to testify in a legal proceeding, the employee may be paid in accordance with the benefits provided for in the section herein entitled “Other Court Appearances.”

Section 5-4 - Other Time Off

The City will grant other time off as required by law. The employee will provide reasonable advance notice and written verification of the need for such time off. If time off is taken due to an emergency, the employee will, within a reasonable time, provide appropriate verification as required by the City.

SECTION 6 - LEAVES OF ABSENCE

Section 6-1 - General Provisions

The appointing authority may grant a leave of absence in certain circumstances. An employee must notify his or her supervisor and Human Resources in writing as soon as he or she becomes aware of a need for a leave of absence. The appointing authority will consider the request in accordance with applicable law and the City’s leave policies. An employee will be notified whether the leave request is granted or denied. If an employee is granted leave, he or she must comply with the terms and conditions of the leave, including keeping in touch with his or her supervisor and Human Resources during the leave and giving prompt notice of any change in the return date.

In most circumstances, an employee must not accept other employment or apply for unemployment insurance while on a leave of absence. Acceptance of other employment while on leave may be considered a voluntary resignation from employment with the City. Misuse of a leave of absence is also prohibited. Misuse of leave includes not returning to work from leave when the reason the leave was granted no longer exists, and using leave for a purpose for which it was not granted. For instance, if an employee is granted two weeks of leave to care for an ill family member but then goes on vacation after one week when the family member is no longer ill, and the employee fails to return to work, the employee has misused the leave.

Benefits, such as vacation and paid sick leave, will not accrue during the unpaid portion of any leave of absence. Except as otherwise provided herein or by law, upon timely return from a leave of absence, an employee will be credited with the full employment status that existed prior to the start of the leave. An employee will not receive credit for time spent on unpaid leave, except that the employee will retain his or her original date of hire.

If an employee does not return to work from the leave prior to or immediately upon the expiration of the leave granted by the appointing authority, the employee will not be reinstated to employment with the City and will be considered to have voluntarily resigned from employment, unless the employee has requested and been granted an extension of leave or additional leave. Any request for an extension or additional leave must be made in writing prior to the original expiration of the leave. Any such request received after the original expiration of leave will not be granted. The appointing authority may refuse to grant an extension or request for additional leave in its sole discretion except as otherwise provided by law.

The City will not continue to pay for the premiums for group health insurance for employees or their eligible dependents during the time the employee is on leave of absence, except as required herein or by law. Prior to starting any leave of absence, an employee must make all necessary arrangements with Human Resources to pay the required insurance premiums. An employee’s failure to make the required arrangements may result in loss of insurance coverage for the employee and dependents.

Depending on the circumstances described in this Salary and Benefits Policy, an employee is required to use, or may elect to use, and in one circumstance an employee is prohibited from using, accrued paid sick and vacation leave, and other accrued paid leaves (floating holidays, compensatory time, and administrative leave) during the

otherwise unpaid portion of the leave of absence.

Any sick, vacation or other accrued leave payments made to an employee will be integrated with any wage replacement benefits (such as workers' compensation and disability insurance wage replacement benefits) an employee receives, so that the sum of wage replacement benefits and accrued leave benefits an employee receives while on a leave of absence will not be more than his or her regular compensation if the employee was not on leave.

"Regular compensation" for an exempt employee means the employee's weekly salary, and for a nonexempt employee, it means the employee's hourly rate multiplied by the number of straight-time hours the employee normally works during the workweek.

Any employee on leave is required to notify Human Resources promptly upon receipt of all wage replacement checks for workers' compensation or disability insurance. The employee must also promptly send a copy of the checks to Human Resources and provide any other information or documents requested. Once Human Resources receives and processes the required and requested documents and notifications, the employee will be paid the amount of sick, vacation, or other paid accrued leave that results in the employee receiving the regular compensation the employee received before the leave of absence, but no more.

The City's payment of accrued paid leave will reduce the amount of such accumulated leave available to the employee by the amount of leave paid, converted into hours based on the regular straight-time hourly rate then paid to a nonexempt employee. For an exempt employee, the conversion will be based upon an hourly rate calculated by dividing the employee's weekly salary by forty.

The City's payments of accrued paid leave to an employee on leave will be made in arrears on the City's established pay dates, and such payments are subject to the City's verification of whether the employee did or did not receive wage replacement benefits.

The City's leave of absence policies are not intended to conflict with applicable law. If there is any conflict between these policies and the provisions of applicable law, those laws are controlling over these policies.

Section 6-2 - Family Care and Medical Leave

1. INTRODUCTION: To the extent not already provided for under current leave policies and provisions, the City will provide family and medical care leave for eligible employees as required by state and federal law. The following provisions

set forth certain rights and obligations regarding such leave. Rights and obligations not specifically set forth below are set forth in the Department of Labor regulations of the California Family Rights Act ("CFRA") and the Family and Medical Leave Act ("FMLA"). Unless otherwise provided in this policy, "Leave" under this article shall mean leave pursuant to the FMLA and CFRA. Unless otherwise provided by law, the City will run each employee's FMLA and CFRA leaves concurrently.

2. DEFINITIONS

A. "12-Month Period" means a rolling 12-month period measured backward from the date leave is taken and continuous with each additional leave day taken.

B. "Child"

1. Under the FMLA "child" means a child under the age of 18 years of age, or 18 years of age or older who is incapable of self-care because of a mental or physical disability. An employee's child is one for whom the employee has actual day-to-day responsibility for care and includes, a biological, adopted, foster or stepchild, or a child of a person standing in place of a parent. A child is "incapable of self-care" if he/she requires active assistance or supervision to provide daily self-care in three or more of the activities of daily living or instrumental activities of daily living – such as, caring for grooming and hygiene, bathing, dressing and eating, cooking, cleaning, shopping, taking public transportation, paying bills, maintaining a residence, using a telephone and directories, etc.
2. Under the CFRA, "child" means a child, including a child who is 18 years of age or older, who is capable of self-care. An employee's child means a biological, adopted, foster, step-child, legal ward, a child of a domestic partner, or a person whom the employee stands in loco parentis.

C. "Designated Person" means someone other than the employee's spouse, parent, child, registered domestic partner, grandparent, grandchild, sibling, or parent-in-law, with a blood or family-like relationship to the employee. An employee may identify this individual at the time they request leave. For purposes of CFRA leave, employees are limited to one designated person per 12-month period.

D. "Parent" means a biological, foster, or adoptive parent, a parent-in-law, a stepparent, a legal guardian, or other person who stood in loco parentis to the employee when the employee was a child.

E. "Spouse" means one or two persons to a marriage, regardless of the sex of the persons, and for purpose of CFRA leave, includes a registered domestic partner as defined below.

F. "Domestic Partner" is another adult with whom the employee has chosen to share their life in an intimate and committed relationship of mutual caring and with whom the employee has filed a Declaration of Domestic Partnership with the Secretary of State, and who meets the criteria specified in California Family Code section 297. A legal union formed in another state that is substantially equivalent to the California domestic partnership is also sufficient.

G. "Grandparent" means a parent of the employee's parent.

H. "Grandchild" means a child of the employee's child.

I. "Sibling" means a person related to the employee by blood, adoption, or affinity through a common legal or biological parent.

J. "Serious health condition" means an illness, injury impairment, or physical or mental condition that involves:

1. Inpatient Care (i.e., an overnight stay) in a hospital, hospice, or residential medical facility, including any period of incapacity (i.e., inability to work, or perform other regular daily activities due to the serious health condition, treatment involved, or recovery therefrom); or
2. Continuing treatment by a health care provider: A serious health condition involving continuing treatment by a health care provider includes any one or more of the following:

   a. A period of incapacity (i.e., inability to work, or perform other regular daily activities due to a serious health condition of more than three consecutive calendar days, and may include subsequent treatment or period of incapacity relating to the same condition, that also involves:

      i. Treatment two or more times by a health care provider, by a nurse or physician's assistant under direct supervision by a health care provider, or by a provider of health care services

(e.g., a physical therapist) under order of, or on referral by a health care provider: or

ii. Treatment by a health care provider on at least one occasion, which results in a regimen of continuing treatment under the supervision of the health care provider. This includes, for example, a course of prescription medication or therapy that requires specialized equipment to resolve or alleviate the health condition. If the medication is over-the-counter and can be initiated without a visit to a health care provider, it does not constitute a regimen of continuing treatment.

3. Any period of incapacity due to pregnancy or for prenatal care. (This entitles the employee to FMLA leave, but not CFRA leave. Under California law, an employee disabled by pregnancy is entitled to pregnancy disability leave.)
4. Any period of incapacity or treatment for such incapacity due to a chronic serious health condition. A chronic serious health condition is one that:
   a. Requires periodic visits for treatment by a health care provider, or by a nurse or physician's assistant under the direct supervision of a health care provider;
   b. Continues over an extended period of time (including recurring episodes of a single underlying condition); and
   c. May cause episodic rather than a continuing period of incapacity (e.g., asthma, diabetes, epilepsy, etc.). Absences due to such incapacity qualify for leave if they last only one day.
5. A period of incapacity that is permanent or long-term due to a condition for which treatment may not be effective. The employee or family member must be under the continuing supervision of a health care provider, but need not be receiving active treatment by that provider.
6. Any period of absence to receive multiple treatments (including any period of recovery therefrom) by a health care provider or by a provider of health care services under orders of, or on referral by, a health care provider, either for restorative surgery after an accident or other injury, or for a condition that would likely result in a period of

incapacity of more than three consecutive calendar days in the absence of medical intervention or treatment.

K. "Health Care Provider" means any of the following:

1. A doctor of medicine or osteopathy who is authorized to practice medicine or surgery by the State of California;
2. Individuals duly licensed as a physician, surgeon, or osteopathic physician or surgeon in another state of jurisdiction, including another country, who directly treat or supervise the treatment of a serious health condition;
3. Podiatrists, dentists, clinical psychologists, optometrists, and chiropractors (limited to treatment consisting of manual manipulation of the spine to correct a subluxation as demonstrated by X-ray) are authorized to practice as defined under California State law;
4. Nurse practitioners, nurse-midwives, and clinical social workers who are authorized to practice under California State law and who are performing within the scope of their practice as defined under California State law;
5. Christian Science practitioners listed with the First Church of Christ, Scientist in Boston, Massachusetts; and
6. Any health care provider from whom an employer or group health plan's benefits manager will accept certification of the existence of a serious health condition to substantiate a claim for benefits.

L. "Covered active duty" means: (1) in the case of a member of a regular component of the Armed Forces, duty during deployment of the member with the Armed Forces to a foreign country; or (2) in the case of a member of the reserve component of the Armed Forces, duty during the deployment of members of the Armed Forces to a foreign country under a call or order to active duty under certain specified provisions.

M. "Covered Service Member" means: (1) a current member of the Armed Forces, including a member of the National Guard or Reserves, who is undergoing medical treatment, recuperation, or therapy, is otherwise in outpatient status, or is otherwise on the temporary disability retired list, for a serious injury or illness; or (2) a veteran who is undergoing medical treatment, recuperation, or therapy, for a serious injury or illness and who was a member of the Armed Forces, including a member of the National

Guard or Reserves, at any time during the period of five years preceding the date on which the veteran undergoes that medical treatment, recuperation, or therapy.

N. "Outpatient Status" means, with respect to a covered service member, the status of a member of the Armed Forces assigned to either: (1) a military medical treatment facility as an outpatient; or (2) a unit established for the purpose of providing command and control of members of the Armed Forces receiving medical care as outpatients.

O. "Next of Kin of a Covered Service Member" means the nearest blood relative other than the covered service member's spouse, parent, son, or daughter, in the following order of priority: blood relatives who have been granted legal custody of the covered service member by court decree or statutory provisions, brothers and sisters, grandparents, aunts and uncles, and first cousins, unless the covered service member has specifically designated in writing another blood relative as their nearest blood relative for purposes of military caregiver leave under the FMLA.

P. "Serious Injury or Illness" means: (1) in the case of a member of the Armed forces, including a member of the National Guard or reserves, means an injury or illness that a covered service member incurred in the line of duty on active duty in the Armed Forces (or existed before the beginning of the member's active duty and was aggravated by the service in the line of duty on active duty in the Armed Forces) and that may render the service member medically unfit to perform the duties of the member's office, grade, rank, or rating; or (2) in the case of a veteran who was a member of the Armed Forces, including a member of the National Guard or Reserves, means an injury or illness that was incurred by the member in the line of duty on active duty in the Armed Forces (or existed before the beginning of the member's active duty and was aggravated by service in the line of duty on active duty in the Armed Forces) and that manifested itself before or after the member became a veteran.

3. REASONS FOR LEAVE: Leave is only permitted for the following reasons:

A. The birth of a child or caring for a newborn of an employee.

B. The placement of a child with an employee in connection with the adoption or foster care of a child.

C. Leave to care for a child, parent, or spouse who has a serious health condition.

D. Under CFRA only, leave is also permitted to care for a domestic partner, grandparent, grandchild, sibling, or designated person who has a serious health condition. Leave for this purpose does not apply to FMLA leave and will not run concurrently with FMLA leave.

E. Leave because of a serious health condition that makes the employee unable to perform any one or more essential functions of his/her position.

F. Leave for a variety of "qualified exigencies" arising out of the fact that an employee's spouse, son, daughter, or parent is on active duty or call to active-duty status in the National Guard or Reserves in support of the contingency operation.

G. Under the CFRA only, leave for a variety of "qualified exigencies" arising out of the fact that an employee's domestic partner is on active duty or call to active-duty status in the National Guard or Reserves in support of a contingency operation. Leave for this purpose does not apply to FMLA leave and will not run concurrently with leave under the FMLA.

H. Leave to care for a spouse, son, daughter, parent, or "next of kin" who is a covered service member of the U.S. Armed Forces who has a serious injury or illness: incurred in the lined of duty while on active military duty; or existed before the beginning of the member's active duty and was aggravated by service in the line of duty on active duty in the Armed Forces. This leave can run up to 26 weeks of unpaid leave during a single 12-month period.

4. EMPLOYEE ELIGIBLE FOR LEAVE: An employee is eligible for leave if the employee:

A. Has been employed for at least 12 months; and

B. Has been employed for at least 1,250 hours during the 12-month period immediately preceding the commencement of the leave.

C. For FMLA leave eligibility, the City directly employs at least 50 full or part-time employees within a 75-mile radius for each working day during each of the 20 or more calendar workweeks in the current or preceding calendar year. The workweeks do not have to be consecutive. The phrase "current or preceding calendar year" refers to the calendar year in which the employee requests the leave or the calendar year preceding this request.

5. AMOUNT OF LEAVE: Eligible employees are entitled to a total of 12 workweeks (or 26 weeks to care for a covered service member) of leave during any 12-month period. If FMLA leave qualifies as both military caregiver leave and care for a family member with a serious health condition, the leave will be designated as military caregiver leave first.

   A. Minimum Duration of Leave: If leave is requested for the birth, adoption, or foster care placement of a child of the employee, leave must be conducted within one year of the birth or placement of the child. In addition, the basic minimum duration of such leave is two weeks. However, an employee is entitled to leave for one of these purposes (e.g., bonding with a newborn) for at least one day, but for a duration of less than two weeks on any two occasions.

      If leave is requested to care for a child, parent, spouse, domestic partner, grandparent, grandchild, sibling, or if the employee has a serious health condition, there is no minimum amount of leave that must be taken. However, the notice and medical certification provisions of this policy must be complied with.

   B. Parents both employed by the City: If both parents of a child, adoptee, or foster child are employed by the City and are entitled to bonding leave, the aggregate number of workweeks of FMLA leave to which both may be entitled may be limited to 12 workweeks during any 12-month period; and each parent is entitled to take 12 workweeks of CFRA leave during any 12-month period.

      If both parents of a covered service member are employed by the City and are entitled to leave to care for a covered service member, the aggregate number of workweeks of leave to which both may be entitled is limited to 26 workweeks during the 12-month period. This limitation does not apply to any other type of leave under this policy.

6. EMPLOYEE BENEFITS WHILE ON LEAVE: Leave under this policy is unpaid. While on leave, employees will continue to be covered by the City's group health insurance for up to 12 weeks each leave year, to the same extent as coverage provided while the employee is on the job. If the employee is disabled by

pregnancy, coverage will continue up to four months each leave year. If an employee disabled by pregnancy also uses leave under the CFRA for baby-bonding, the City will maintain her coverage while she is disabled by pregnancy (up to four months or 17 1/3 weeks) and during her CFRA leave (up to 12 weeks).

If an employee fails to return to work after his/her leave entitlement has been exhausted or expires, the City shall have the right to recover its share of health plan premiums for the entire leave period, unless the employee does not return because of continuation, recurrence, or onset of a serious health condition of the employee or his/her family member which would entitle the employee leave, or because of circumstances beyond the employee's control.

7. SUBSTITUTION OF PAID ACCRUED LEAVES: While on leave under this policy, as set forth herein, an employee may elect to concurrently use paid accrued leaves, and the City will require an employee to concurrently use paid accrued leaves during FMLA and/or CFRA leave. The City may also require an employee to use Family and Medical Care Leave concurrently with a non-FMLA/CFRA leave, which is FMLA/CFRA –qualifying.

8. EMPLOYEE'S RIGHT TO USE PAID ACCRUED LEAVES CONCURRENTLY WITH FAMILY LEAVE: Where an employee has earned or accrued paid vacation, administrative leave, compensatory time, or personal or family leave (in accordance with the City Salary and Benefits Policy and California Labor Code Section 233), that paid leave may be substituted for all or part of any (otherwise) unpaid leave under this policy.

   As for sick leave, an employee is entitled to use sick leave concurrently with leave under this policy if:

   A. The leave is for the employee's own serious health condition; or
   B. The leave is needed to care for a parent, spouse, domestic partner, child, grandparent, grandchild, sibling, or designated person with a serious health condition.

9. CITY'S RIGHT TO REQUIRE AN EMPLOYEE TO USE PAID LEAVE WHEN USING FMLA/CFRA LEAVE: Employees must use and exhaust their accrued leaves concurrently with FMLA/CFRA leave to the same extent that employees have the right to use their accrued leaves concurrently with FMLA/CFRA.

10. CITY'S RIGHT TO REQUIRE AN EMPLOYEE TO EXHAUST FMLA/CFRA LEAVE CONCURRENTLY WITH OTHER LEAVES: If an employee takes a leave of absence for any reason that is FMLA/CFRA qualifying, the City will designate that leave as running concurrently with the employee's 12-week FMLA/CFRA leave entitlement.

11. CITY'S AND EMPLOYEE'S RIGHTS IF AN EMPLOYEE REQUESTS ACCRUED LEAVE WITHOUT MENTIONING EITHER THE FMLA OR CFRA: If an employee requests to use accrued vacation leave or other accrued paid time off without reference to a FMLA/CFRA-qualifying purpose, the City may not ask the employee if the leave is for a FMLA/CFRA qualifying purpose. However, if the City denies the employee's request and the employee provides information that the time off is for an FMLA/CFRA-qualifying purpose, the City may inquire further into the reason for the absence. If the City has a reasonable belief that leave involves an FMLA/CFRA-qualifying purpose, the City will inquire further into the reason for the absence. If the reason is FMLA/CFRA qualifying, the City may require the employee to exhaust accrued leave as described above.

12. MEDICAL CERTIFICATION**:**

    A. Employees who request leave must provide a medical certification and/or recertification to support the need for the leave as described below:

        i. Employee's Own Serious Health Condition: Employees who request leave for their own serious health condition must provide written certification from the health care provider that contains all of the following: the date, if known, on which the serious health condition commenced; the probable duration of the condition; and a statement that, due to the serious health condition, the employee is unable to work at all or is unable to perform any one or more of the essential functions of their position. Upon expiration of the time period, the health care provider originally estimated that the employee needed leave for their own serious health condition, the employee must obtain recertification if additional leave is requested.

        ii. Family Member or Designated Person (CFRA) Serious Health Condition: Employees who request leave to care for a child, parent, domestic partner, spouse, grandparent, grandchild, sibling or designated person who has serious health condition must provide written certification from the health care provider of the family

member/designated person requiring care that contains all of the following: the date, if known, on which the serious health condition commenced; the probable duration of the condition; an estimate of the amount of time which the health care provider believes the employee needs to care for the child, parent, domestic partner, spouse, grandparent, grandchild, sibling or designated person and a statement that the serious health condition warrants the participation of the employee to provide care during a period of treatment or supervision of the child, parent, domestic partner, spouse, grandparent, grandchild, sibling or designated person. The term “warrants the participation of the employee” includes, but is not limited to, providing psychological comfort and arranging third-party care for the covered family member, as well as directly providing or participating in the medical care. Upon expiration of the time period, the health care provider originally estimated that the employee needed to care for a covered family member, the employer must obtain recertification if additional leave is requested.

iii. Service member Serious Injury or Illness: Employees who request FMLA leave to care for a covered service member who is a child, spouse, parent, or “next of kin” of the employee must provide written certification from a health care provider regarding the injured service member’s serious injury or illness. The City will verify the certification in accordance with the FMLA regulations.

iv. Qualifying Exigency: The first time an employee requests leave because of a qualifying exigency, an employee may require the employee to provide a copy of the military member’s active-duty orders or other documentation issued by the military which indicates that the military member is on covered active duty or call to active duty status in a foreign country, and the dates of the military member’s active duty service. A copy of the new active-duty orders or similar documentation shall be provided to the City if the need for leave because of a qualifying exigency arises out of a different active duty or call to active-duty status of the same or a different military member. The City will verify the certification as permitted by the FMLA and CFRA regulations.

B. Time To Provide a Certification: When an employee's leave is foreseeable and at least 30 days' notice has been provided, the employee must provide the certification before the leave begins. When this is not possible, the employee must provide the requested certification to the City within the time frame requested by the City (which must allow at least 15 calendar days after the City's request), unless it is not practicable under the particular circumstances to do so despite the diligent, good faith efforts of the employee.

C. Consequences For Failure To Provide An Adequate or Timely Certification: If an employee provides an incomplete medical certification, the employee will be given a reasonable opportunity to cure any such deficiency. However, if an employee fails to provide a medical certification within the time frame established by this policy, the City may delay the taking of FMLA/CFRA leave until the required certification is provided or deny FMLA/CFRA protections following the expiration of the time period to provide an adequate certification.

D. City's Review of the Content of Medical Certification for Employee's Own Serious Health Condition:

i. Complete and Sufficient: The employee must provide a certification for their own serious health condition that is complete and sufficient to support the request for leave. A certification is incomplete if one or more of the applicable entries on the certification form have not been completed. A certification is insufficient if the information on the certification form is vague, ambiguous, or not responsive. If the certification is incomplete or insufficient, the employee will be given written notice of the deficiencies and seven days to cure, unless a longer period is necessary in light of the employee's diligent, good-faith efforts to address them.

ii. Authentication and Clarification: After giving the employee an opportunity to cure the deficiencies in a medical certification for the employee's own serious health condition, City may contact the health care provider who provided the certification to clarify and/or authenticate the certification. "Authentication" means providing the health care provider with a copy of the certification form and requesting verification that the information on the form was

completed or authorized by the health care provider who signed the form. “Clarification” means contacting the health care provider to understand the handwriting on the medical certification or to understand the meaning of the response. The City may not ask for additional information beyond that required on the certification form.

E. Second and Third Medical Opinions for Employee’s Own Serious Health Condition: If the City has a good-faith, objective reason to doubt the validity of a certification for the employee’s serious health condition, the City may require a medical opinion of a second health care provider chosen and paid for by the City. If the second opinion differs from the first, the City may require a third-party opinion jointly approved by the City and the employee, paid for by the City. The opinion of the third provider will be binding. The City must provide the employee with a copy of the second and third medical opinions, where applicable, without cost, upon the request of the employee.

13. INTERMITTENT LEAVE OR LEAVE ON A REDUCED LEAVE SCHEDULE: If an employee requests leave intermittently (a few days or hours at a time) or on a reduced leave schedule for their own serious health condition, or to care for an immediate family member with a serious health condition, the employee must provide medical certification that such leave is medically necessary. “Medically necessary” means there must be a medical need for the leave and that the need can best be accomplished through an intermittent or reduced leave schedule. The City may require an employee who certifies the need for a reduced schedule or intermittent leave to temporarily transfer to an alternate position of equivalent pay and benefits that better accommodates the leave schedule.

14. EMPLOYEE NOTICE OF LEAVE: Although the City recognizes that emergencies arise that may require employees to request immediate leave, employees are required to give as much notice as possible of their need for leave. If leave is foreseeable, at least 30 days’ notice is required. In addition, if an employee knows that he/she will need leave in the future but does not know the exact date (e.g., for the birth of a child or to take care of a newborn), the employee shall inform his/her supervisor as soon as possible that such leave will be needed. Such notice may be orally given. For foreseeable leave due to a qualifying exigency, an employee must provide verbal or written notice of the need for leave as soon as practicable, regardless of how far in advance such leave is foreseeable. If the City determines that an employee’s notice is inadequate or the employee knew about the requested

leave in advance of the request, the City may delay the granting of the leave until it can, in its discretion, adequately cover the position with a substitute.

15. REINSTATEMENT UPON RETURN FROM LEAVE:

A. Right to Reinstatement: Upon expiration of leave, an employee is entitled to be reinstated to the position of employment held when the leave commenced, or to an equivalent position with equivalent employment benefits, pay, and other terms and conditions of employment. Employees have no greater rights to reinstatement, benefits, and other conditions of employment than if the employee had been continuously employed during the FMLA/CFRA period.

B. Date of Reinstatement: If a definite date of reinstatement has been agreed upon at the beginning of the leave, the employee will be reinstated on the date agreed upon. If the reinstatement date differs from the original agreement of the employee and the City the employee will be reinstated within two business days, where feasible, after the employee notifies the employer of his/her readiness to return.

C. Employees' Obligation To Periodically Report On Their Condition: Employees may be required to periodically report on their status and intent to return to work. This will avoid any delays to reinstatement when the employee is ready to return.

D. Fitness For Duty Certification; As a condition of reinstatement of an employee whose leave was due to the employee's own serious health condition, which made the employee unable to perform his/her job, the employee must obtain and present a fitness-for-duty certification from the health care provider, stating that the employee is able to resume work. Failure to provide such certification will result in denial of reinstatement.

If, upon return from leave, an employee is unable to perform the essential functions of their job because of a physical or mental disability, the City will initiate an interactive process with the employee in order to identify a potential reasonable accommodation in accordance with these Policies.

E. Reinstatement Of "Key Employees": Under the FMLA only, The City may deny reinstatement to a "key" employee (i.e. an employee who is among the highest paid 10% of all employed by the City within 75 miles of the work site) if such denial is necessary to prevent substantial and grievous

economic injury to the operations of the City, and if the employee is notified of the City's intent to deny reinstatement on such basis at the time the employer determines that such injury would occur. Under the CFRA, the City may not deny reinstatement to a "key" employee during or upon the expiration of CFRA leave.

16. REQUIRED FORMS: Employees must fill out the following applicable forms in connection with leave under this policy:

    A. Request For Family or Medical Leave Form.
    B. Medical certification – either for the employee's own serious health condition or for the serious health condition of a child, parent, domestic partner, spouse, grandparent, grandchild, sibling or designated person (CFRA).
    C. Fitness for duty to return from leave from the health care provider.

Section 6-3 - Pregnancy Disability Leave

1. An employee who is disabled because of pregnancy, childbirth, or a related medical condition is entitled to an unpaid leave for up to the number of hours she would normally work within four calendar months (one-third of a year or 17 1/3 weeks). For a full-time employee who works 40 hours per week, "four months" means 693 hours of leave entitlement, based on 40 hour per week times 17 1/3 weeks. An employee who works less than 40 hours per week will receive a pro rata or proportional amount of leave.
    A. Notice: Requests for pregnancy disability leave must be submitted in writing with reasonable advance notice of the medical need for the leave. All leaves must be confirmed in writing, have an agreed-upon specific date of return, and be submitted to the City's Human Resources department.
    B. Certification: The request for pregnancy disability leave must be supported by a written certification from the attending physician stating that: (1) the employee is disabled from working by pregnancy, childbirth or a related medical condition; (2) the date on which the employee became disabled by pregnancy, childbirth or a related medical condition; and (3) the estimated duration or end date of the leave.
    C. Compensation during Leave: Pregnancy disability leaves are without pay. However, the employee must first use any available sick leave. Once sick

leave is depleted, the employee may elect to use vacation leave or any other accrued paid time off during the leave.

D. Benefits during Leave: Group Health Insurance:

i. Group Health Insurance: An employee on pregnancy disability leave may continue to receive any group health insurance coverage that was provided before her leave, beginning on the date the pregnancy disability leave begins and continuing for up to four months in a 12-month period, at the same level and under the same conditions that coverage would have been provided if the employee had continued in employment continuously for the duration of the leave. The City may recover premiums it paid to maintain health coverage if an employee does not return to work following pregnancy disability leave, unless the reason for the failure to return is a circumstance beyond her control or the use of the separate right to 12 weeks of bonding leave under the FMLA.

ii. Sick, Administrative and Vacation Leaves: Sick, administrative and vacation leaves do not accrue while an employee is on unpaid pregnancy disability leave.

iii. Employee Status during Leave: The employee retains employee status during the leave. The leave is not a break in service for purposes of longevity or seniority under any collective bargaining agreement or employee benefit plan. Benefits will be resumed upon the employee's reinstatement in the same manner and at the same levels as provided when the leave began, without any new qualification period, physical exam, or other qualifying provisions.

E. In accordance with the Family Care and Medical Leave Policy, pregnancy leave runs concurrently with FMLA.

F. Reinstatement:

i. Upon the expiration of pregnancy leave, the employee will be reinstated to her original or a comparable position, so long as it was not eliminated for a legitimate business reason during the leave.

ii. If the employee's original position is no longer available, the employee may be assigned to a comparable, open position for which they are qualified.

iii. If, upon return from leave, an employee is unable to perform the

essential functions of her job because of a physical or mental disability, the City will initiate an interactive process with the employee in order to identify a potential reasonable accommodation in accordance with these Policies.

Upon return from such leave, the employee shall submit to the appointing authority a fitness-for-duty certification from her health care provider stating the employee is able to resume her job duties with no restrictions or limitations.

Section 6-4 - Military Leave

Military leave will be granted in accordance with federal and state law. An employee requesting leave for this purpose shall promptly provide the City with a copy of the military orders specifying the dates, site, and purpose of the activity or mission. Within the limits of such orders, the City may determine when the leave is to be taken and may modify the employee's work schedule to accommodate the leave request.

Section 6-5 - Benefits Earned During A Leave of Absence Without Pay

An employee on leave of absence without pay shall not earn vacation, holidays, sick leave, or administrative leave. Subject to the terms of the group health insurance plans, an employee on a leave of absence without pay may continue to participate in all group insurance plans upon the approval of the appointing authority, provided the employee pays the entire premium for the insurance(s) plan(s) except where otherwise required by law or by these policies. Insurance premiums must be paid in advance. Arrangements for insurance continuation must be made prior to the start of the leave of absence.

SECTION 7 – UNBENEFITED, SEASONAL PART-TIME AND VARIABLE-HOUR EMPLOYEE SALARIES, POLICIES AND FRINGE BENEFITS

Section 7-1 - Salary Increases

Employees may receive salary increases as recommended by the Director and approved by the appointing authority.

Section 7-2 - Policies and Fringe Benefits

All employees are entitled to participate in those benefit programs mandated by

law and for which they are otherwise eligible, such as workers' compensation insurance, and are entitled to the protections of the City's workplace policies, including those policies barring discrimination, harassment, and retaliation in employment and violence in the workplace.

Except as set forth in these policies, Unbenefited, Seasonal Part-Time and Variable Hour employees are not eligible for, and therefore do not participate in, the fringe benefit programs the City provides to full-time employees. Benefited part-time employees accrue sick leave, holidays, and vacation on a prorated basis. Employee benefits outlined in these policies may be modified by the appointing authority.

Section 7-3 - Policies and Fringe Benefits: All Employees

The appointing authority may modify or eliminate employee benefits, plans, policies, options, and procedures at any time.

SECTION 8 - EXEMPT EMPLOYEES

Section 8-1 - Exempt Employees

Work hours for exempt employees, such as directors and exempt employees, are such as are necessary for completing their duties in a timely and efficient manner including, but not limited to, attendance at all meetings as directed by the City Manager, supervision of employees, coordination of office and City activities, consultation with the City Manager and/or other employees, and providing service to the public.

Generally speaking, exempt employees should expect to be at work for all hours that their respective offices or work sites are open.

The City recognizes the benefit and need to foster and maintain a strong, professional administrative team. The appointing authority has the discretion to designate exempt employees in accordance with applicable state and federal law. Exempt employees are compensated for the successful performance and completion of goals and objectives to meet community needs, regardless of the length of the workday or workweek, and are exempt from the overtime pay requirements of applicable law. The terms of this section and the exempt salary and leave plan shall apply to only those exempt employees specifically designated by the appointing authority.

Section 8-2 - Exempt Employee Compensation

The appointing authority shall have the sole discretion to determine the level of

compensation paid to exempt employees. The placement, advancement, or reduction of an individual within the salary range or salary level shall be determined only after a review by the appointing authority to determine the extent to which the exempt employee has met the expectations and objectives of his or her respective job. The appointing authority also shall consider the degree to which an exempt employee has been of positive value to the effectiveness of the City's administrative team. An exempt employee's current salary or a salary advancement shall be neither automatic nor a matter of right, but based solely upon merit and performance.

Section 8-3 - Administrative Leave for Exempt Employees

Except as to Deputy Director/Director/Executive Management employees, employees the City classified as exempt on or before August 3, 2011, accrue administrative leave bi-weekly at the rate of 96 hours each fiscal year; and employees the City classified as exempt after August 3, 2011, accrue administrative leave bi-weekly at the rate of 80 hours each fiscal year. Pursuant to Resolution 2026-037, all Deputy Director/Director/Executive Management employees accrue administrative leave at the rate of 3.7 hours per pay period (96 hours annually).

Administrative leave accrual is based on hours worked or hours paid (e.g., when an employee is on paid leave).

An employee who the City classified as exempt on or before August 1, 2012, accumulates administrative leave without limit. An employee who the City classified as exempt after August 1, 2012, can accumulate a maximum of 240 hours of administrative leave. Once this maximum amount is accumulated, the employee ceases accruing any additional administrative leave. An employee resumes accruing administrative leave after using administrative leave and thereby reducing the amount accumulated below the maximum.

Administrative leave may be used at any time during the year with approval of the appointing authority. Exempt employees will be paid for unused administrative leave upon termination.

If a nonexempt employee becomes exempt and begins to accrue administrative leave, the employee's accrued compensatory time (comp time) shall be paid out at this time.

SECTION 9 - ADMINISTRATIVE INSTRUCTIONS/POLICIES

Section 9-1 - Additional Policies, Rules and Regulations

The appointing authority may, by administrative policy, establish and publish policies, rules, regulations and procedures, consistent with the requirements of the Palmdale Municipal Code and these policies, to further guide employees in their workplace related conduct, to deal with other personnel and employment relationships, to implement and carry out these policies and to assist in enforcing of the principles and provisions of the City's Human Resources policies.

Section 9-2 - Administrative Instructions, Policies, and Procedures

Employees shall comply with all administrative policies and procedures. Failure to comply with any administrative instruction may be grounds for discipline up to and including termination.

SECTION 10 - ANTI-HARASSMENT RULE

The Appointing Authority shall establish and implement anti-harassment, discrimination, and retaliation policies and procedures in accordance with federal and state law. The policies established by the Appointing Authority may be overridden by City Council Resolution.

SECTION 11 - HEALTH AND SAFETY

The Appointing Authority shall establish and implement health and safety policies and procedures in accordance with federal and state law, including a Workplace Violence Prevention Policy and a Workplace Drug and Alcohol Policy. The policies established by the Appointing Authority may be overridden by City Council Resolution.

SECTION 12 - CALIFORNIA PUBLIC EMPLOYEES' RETIREMENT SYSTEM (CalPERS)

A. Introduction. Eligible full-time employees and eligible benefited part-time employees of the City will be enrolled in CalPERS.

B. City Employees / Members of CalPERS hired on or before April 10, 2011.

City employees/members of CalPERS members will pay the entire 8% Employee Contribution.

C. City Employees / Members of CalPERS hired during the period from on or after April 11, 2011, to and including December 31, 2012. City employees/members of CalPERS members will pay the entire 7% Employee Contribution.

D. City Employees / Members of CalPERS hired on or after January 1, 2013. Based on CalPERS membership status, City employees/members of CalPERS will pay the entire Employee Contribution of 7.75% for Fiscal Year 2026-27. These are subject to possible increases or decreases in their pension contribution rate based on the results of the annual actuarial valuations, which are set directly by CalPERS.

SECTION 13 – DEFERRED COMPENSATION

Full-time employees may participate in the City's deferred compensation plan. Participation is voluntary and subject to the plan's rules.

Effective July 1, 2026, the City will match employee contributions up to a maximum City contribution of two hundred dollars ($200) per month.

City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PARKS AND RECREATION DEPARTMENT**

DISTRICT: **ALL**

SUBJECT: **APPROVE REQUISITION WITH HASA, INC., FOR POOL CHEMICAL SUPPLIES IN AN AMOUNT NOT TO EXCEED $200,000 FOR FY 2026-27**

RECOMMENDATION

Staff recommend that the City Council:

1. Approve Requisition No. 270010 with Hasa, Inc., for pool chemical supplies in an amount not to exceed $200,000 for FY 2026-27; and,

2. Authorize the City Manager or his designee to approve Requisition No. 270010 with Hasa, Inc., and the resulting purchase order, including minimal and/or non-substantial changes.

BACKGROUND

The City operates four community pools and DryTown Water Park, all of which require ongoing maintenance to ensure public safety and water quality. Essential supplies such as chlorine, acid, and other chemicals are necessary to maintain sanitary conditions and comply with state and county health regulations for aquatic facilities.

DISCUSSION

In March 2024, the City issued Bid No. 24-003-3400 for the purchase of pool chemical supplies. Hasa, Inc. was the lowest responsive and responsible bidder. City Council subsequently approved a purchase order in the amount of $212,500 for pool chemical supplies through June 2025, followed by a one-year extension through June 2026. The Parks and Recreation Department now seeks approval to exercise the second and final one-year extension option, extending the contract term from July 1, 2026, through June 30, 2027.

The proposed pricing for pool chemicals aligns with current market conditions. The requested funding amount is based on the vendor's current price schedule, the City's historical chemical usage data, and projected facility needs.

FISCAL IMPACT

$200,000; Sufficient funds are budgeted in Aquatic Maintenance and DryTown Water Park supply accounts.

STRATEGIC PLAN

Goal III. Invest in infrastructure to improve community livability.

A. Seek innovative, cost-effective, customer-focused methods of service delivery.

Prepared by:	Keri Smith, Director of Parks and Recreation
Certified as to availability of Funds:	Janelle Samson, Director of Operations
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Req. No. 270010 with Hasa, Inc.

Bill To	Requisition 00270010-00 FY 2027
FINANCE DEPARTMENT 38300 SIERRA HWY STE D PALMDALE, CA 93550	Acct No: 10141006-732633 Review: Buyer: cmantell Status: Approved

Vendor 95-2302297
HASA, INC.
23119 DRAYTON ST.

SAUGUS, CA 91350

Ship To
PARKS & RECREATION ADMIN
827 East Avenue Q-9

PALMDALE, CA 93550
ksheils@cityofpalmdaleca.gov

Delivery Reference
Kristen Sheils

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
06/25/26	009283	06/30/26			PARKS AND RECREATION ADMIN

LN	Description / Account	Qty	Unit Price	Net Price
001	Please add $118,000 on account 10141006-732633	1.00 DL	118000.00000	118000.00
1	10141006-732633	118000.00		
002	Please add $82,000 on account 30041005-735130	1.00 DL	82000.00000	82000.00
1	30041005-735130	82000.00		

Requisition Link

Requisition Total 200000.00

***** General Ledger Summary Section *****

Account	Amount	Remaining Budget
10141006-732633 AQUATICS MAINTENANCE SUPPLIES POOL CHEMICALS	118000.00	1557910.00
30041005-735130 WATER PARK SUPPLIES-MAINT POOL CHEMICALS	82000.00	1557910.00

***** Approval/Conversion Info *****

Activity	Date	Clerk	Comment
E-mail	06/25/26	Eric Dombrowski	e-mail notification sent
E-mail	06/25/26	Keri Smith	e-mail notification sent
E-mail	06/25/26	Janelle Samson	e-mail notification sent
E-mail	06/25/26	Elizabeth Johnson	e-mail notification sent
E-mail	06/25/26	Candice Mantell	e-mail notification sent
E-mail	06/25/26	Dawn McIntosh	e-mail notification sent

Bill To	Requisition 00270010-00 FY 2027
FINANCE DEPARTMENT	
38300 SIERRA HWY	Acct No:
STE D	10141006-732633
PALMDALE, CA	Review:
93550	Buyer: cmantell
	Status: Approved

Vendor 95-2302297
HASA, INC.
23119 DRAYTON ST.

SAUGUS, CA 91350

Ship To
PARKS & RECREATION ADMIN
827 East Avenue Q-9

PALMDALE, CA 93550
ksheils@cityofpalmdaleca.gov

Delivery Reference
Kristen Sheils

Date Ordered	Vendor Number	Date Required	Ship Via	Terms	Department
06/25/26	009283	06/30/26			PARKS AND RECREATION ADMIN

LN	Description / Account	Qty	Unit Price	Net Price

Authorized By: _____ Date: _____
Signature

City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
ENGINEERING DIVISION

DISTRICT: **1**

SUBJECT: **ADOPT RESOLUTION NO. CC 2026-039, A JOINT RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES ACTING ON BEHALF OF THE LOS ANGELES COUNTY GENERAL FUND, LOS ANGELES COUNTY CONSOLIDATED FIRE PROTECTION DISTRICT, LOS ANGELES COUNTY WATERWORKS #40 – ANTELOPE VALLEY, LOS ANGELES COUNTY WATERWORKS #40 ACO FUND, THE BOARD OF DIRECTORS OF THE COUNTY SANITATION DISTRICT NO. 14 OF LOS ANGELES COUNTY, AND THE GOVERNING BODIES OF THE ANTELOPE VALLEY CEMETERY DISTRICT, ANTELOPE VALLEY MOSQUITO AND VECTOR CONTROL DISTRICT, ANTELOPE VALLEY RESOURCE CONSERVATION DISTRICT, CITY OF PALMDALE, AND THE ANTELOPE VALLEY – EAST KERN WATER AGENCY APPROVING AND ACCEPTING THE NEGOTIATED EXCHANGE OF PROPERTY TAX REVENUES RESULTING FROM THE ANNEXATION TO COUNTY SANITATION DISTRICT NO. 14 ENTITLED ANNEXATION NO. 466**

RECOMMENDATION

Staff recommend that the City Council:

1. Adopt Resolution No. CC 2026-039, a Resolution of the City Council of the City of Palmdale adopting the Joint Resolution of the Board of Supervisors of the County of Los Angeles acting on behalf of the Los Angeles County General Fund, Los Angeles County Consolidated Fire Protection District, Los Angeles County Waterworks #40 – Antelope Valley, Los Angeles County Waterworks #40 ACO Fund, the Board of Directors of the County Sanitation District No. 14 of Los Angeles County, and the governing bodies of the Antelope Valley Cemetery District, Antelope Valley Mosquito and Vector Control District, Antelope Valley Resource Conservation District, City of Palmdale, and the Antelope Valley – East Kern Water Agency approving and accepting the negotiated exchange of property

tax revenues resulting from annexation to County Sanitation District No. 14 entitled Annexation No. 466; and,

2. Authorize the Mayor to execute Resolution No. CC 2026-039, approving and accepting the negotiated exchange of property tax revenues resulting from the annexation of territory to County Sanitation District No. 14 entitled Annexation No. 466; and,

3. Authorize the Mayor to execute the Los Angeles County Joint Resolution, approving and accepting the negotiated exchange of property tax revenues resulting from the annexation of territory to County Sanitation District No. 14 entitled Annexation No. 466.

BACKGROUND

The County Sanitation District No. 14 of Los Angeles County has requested that the City enter into a tax-sharing agreement for parcel numbers 3111-012-083 and 3111-012-084 as shown in the attached Annexation No. 466 Map. These parcels are part of a proposed light-industrial building located on the northwest corner of 10th Street West and Avenue M-8. This annexation is a condition of the development's entitlement and is required before it can receive sewer service.

In accordance with the Revenue and Taxation Code (Sections 99 and 99.01), any time there is a jurisdictional change that results in a special district providing a new service not previously provided to an area, the law requires the governing bodies of all local agencies that receive a portion of that property tax determine by resolution the amount of the annual tax increase to be transferred to that special district. The existing ad valorem tax revenue based on the property's assessed value received by agencies will not change. This action affects only that portion of future tax revenues attributable to increases in assessed property value.

DISCUSSION

Adoption of this Resolution will be in accordance with the Revenue and Taxation Code between public agencies currently receiving tax revenue from these parcels and the County Sanitation District No. 14. Through the referenced annexation, the Sanitation District will be providing off-site sewage disposal services to this parcel for the first time. All the referenced agencies and special districts will execute similar resolutions and are parties to the proportional tax adjustment.

FISCAL IMPACT

$0; The current property tax share ratio for the City of Palmdale within the area of this annexation is 6.6169%. This Council action will allocate 0.0396% of any future tax increase to County Sanitation District No. 14. This results in a net tax share rate for the City of 6.5772%. This allocation follows the State Revenue and Taxation Code, and the allocation formula is established and calculated by the Los Angeles County Auditor-Controller.

STRATEGIC PLAN

Goal II: Ensure the long-term fiscal health of the City and maintain funding for services.

A. Manage resources, costs, and liabilities to ensure the City's long-term fiscal health.

Prepared by:	Leonardo Torres, P.E., Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Reso. No. CC 2026-039
Annexation No. 466 Transmittal Letter
Annexation No. 466 Map
Annexation No. 466 Tax Transfer Worksheet
Annexation No. 466 Joint Tax Sharing Reso

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2026-039

A JOINT RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES ACTING ON BEHALF OF THE LOS ANGELES COUNTY GENERAL FUND, LOS ANGELES COUNTY CONSOLIDATED FIRE PROTECTION DISTRICT, LOS ANGELES COUNTY WATERWORKS #40 – ANTELOPE VALLEY, LOS ANGELES COUNTY WATERWORKS #40 ACO FUND, THE BOARD OF DIRECTORS OF THE COUNTY SANITATION DISTRICT NO. 14 OF LOS ANGELES COUNTY, AND THE GOVERNING BODIES OF THE ANTELOPE VALLEY CEMETERY DISTRICT, ANTELOPE VALLEY MOSQUITO & VECTOR CONTROL DISTRICT, ANTELOPE VALLEY RESOURCE CONSERVATION DISTRICT, CITY OF PALMDALE, AND THE ANTELOPE VALLEY – EAST KERN WATER AGENCY APPROVING AND ACCEPTING THE NEGOTIATED EXCHANGE OF PROPERTY TAX REVENUES RESULTING FROM THE ANNEXATION TO COUNTY SANITATION DISTRICT NO. 14 ENTITLED ANNEXATION NO. 466

WHEREAS, pursuant to Section 99 and 99.01 of the Revenue and Taxation Code, prior to the effective date of any jurisdictional change which will result in a special district providing a new service, the governing bodies of all local agencies that receive an apportionment of the property tax from and area must determine the amount of property tax revenues from the annual tax increment to be exchanged between the affected agencies and approve and accept the negotiated exchange of property tax revenues by resolution; and

WHEREAS, the governing bodies of the agencies signatory hereto have made determinations of the amount of property tax revenues from the annual tax increments to be exchanged as a result of the annexation to County Sanitation District No. 14 entitled Annexation No. 466.

NOW, THEREFORE, BE IT RESOLVED, THE CITY COUNCIL OF THE CITY OF PALMDALE DOES HEREBY FIND, DETERMINE, RESOLVE, AND ORDER AS FOLLOWS:

SECTION 1. The negotiated exchange of property tax revenues resulting from the annexation of territory to County Sanitation District No. 14 in the annexation entitled Annexation No. 466 is approved and accepted.

SECTION 2. For each fiscal year commencing on or after July 1, 2025, or after the effective date of this jurisdictional change, whichever is later, the County Auditor shall transfer to the County Sanitation District No. 14 a total of 0.3232507 percent of the annual tax increment attributable to the land area encompassed within Annexation No. 466 as shown on the attached Worksheet and Map.

SECTION 3. No additional transfer of property tax revenues shall be made from any other tax agencies to County Sanitation District No. 14 as a result of annexation entitled Annexation No. 466.

SECTION 4. No transfer of property tax increments from properties within a community redevelopment project, which are legally committed to a Community Redevelopment Agency, shall be made during the period that such tax increment is legally committed for repayment of the redevelopment project costs.

SECTION 5. If at any time after the effective date of this resolution, the calculation used herein to determine the initial property tax transfers or the data used to perform these calculations are found to be incorrect thus producing an improper or inaccurate property tax transfer, the property tax transfer shall be recalculated and the corrected transfer shall be implemented for the next fiscal year.

SECTION 6. The City Clerk shall certify the adoption of this resolution.

PASSED, APPROVED and **ADOPTED** this 7th day of July 2026.

_____
Eric Ohlsen, Mayor

APPROVED AS TO FORM:

_____
Alexandra Severino, City Attorney

ATTEST:

_____
Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 7th day of July 2026, by the following roll call vote:

AYES: _____

NOES: _____

ABSTAIN: _____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

LOS ANGELES COUNTY SANITATION DISTRICTS
Converting Waste Into Resources

Robert C. Ferrante
Chief Engineer and General Manager

1955 Workman Mill Road, Whittier, CA 90601-1400
Mailing Address: P.O. Box 4998, Whittier, CA 90607-4998
(562) 699-7411 • www.lacsd.org

May 15, 2026

General Annexation File

Mr. Tim Carney, Associate Engineer
City of Palmdale
38250 Sierra Highway
Palmdale, CA 93550

Dear Mr. Carney:

Tax Sharing Resolutions

Thank you for signing and returning the last joint resolutions that were submitted to your office for tax sharing purposes.

Enclosed, in triplicate, is a Joint Tax Sharing Resolution (resolution) involving your city and others. The applicant has requested, in writing, annexation of his property into the County Sanitation District No. 14 (District) in order to receive off-site disposal of sewage. Please see the table below for the annexation and its associated project. The annexation process requires that a resolution for property tax revenue exchange be adopted by all the affected local agencies before an annexation may be approved. For any jurisdictional change which will result in a special district providing new service not previously provided to an area, the law requires the governing bodies of all local agencies that receive an apportionment of the property tax from the area to determine by resolution the amount of the annual tax increment to be transferred to the special district (Revenue and Taxation Code Section 99.01). Please note that by sharing the property tax increment with the District resulting from this annexation, your city will not lose any existing ad valorem tax revenue it currently receives from the affected territory. Your city would only be giving up a portion of the revenues it would receive on increased assessed valuation.

Annexation No.	Type of Project
14-466	one proposed light industrial building

Also, attached for the annexation is a copy of the applicable worksheet and map showing the location of the annexation. The worksheet lists the annual tax increment to be exchanged between your city, other affected taxing entities, and the District. The tax sharing ratios listed in the worksheet were calculated by the County Auditor Controller by specific Tax Rate Area (TRA). For example, if the annexing territory were to lie within two separate TRAs, there would be a worksheet for each TRA. The Los Angeles County Chief Executive Office (CEO) is requiring the District to implement the worksheet for all District annexations in order to increase efficiency for the calculation of property tax sharing ratios.

Printed on Recycled Paper

The resolution is being distributed to all parties for signature in counterpart. Therefore, you will only be receiving a signature page for your city. Enclosed are three sets of the resolution. One set of the resolution is for your files and the other two sets of the resolution need to be returned to the District. Please execute the two sets of the resolution and return them to the undersigned within 60 days as required by the Government Code. In addition, the County CEO's legal counsel is also requesting that the signature pages be properly executed from all affected agencies. Therefore, please have the Attest line signed by the appropriate person. Upon completion of the annexation process, your office will receive a fully executed copy of the tax sharing resolution for your files.

Your continued cooperation in this matter is very much appreciated. If you have any questions, please do not hesitate to call me at (562) 908-4288, extension 2708.

Very truly yours,

Shirly Wang
Customer Service Specialist
Facilities Planning Department

SW:sw

Enclosures: 14-466

NE1/4, FRAC. SEC. 4,

Lot 1

S1/2, NE1/4, FRAC. SEC. 4, T6N,R12W, S.B.M.

(per Township VI North, Range XII West, San Bernardino Meridian Map according to Official Plat)

N'LY LINE OF THE S1/2, S1/2, NE1/4, FRAC. SEC. 4, T6N, R12W, S.B.M.

N'LY LINE OF SE1/4, SE1/4, NE1/4, FRAC. SEC. 4, T6N, R12W, S.B.M.

CITY OF PALMDALE

N'LY LINE S 1/2, S 1/2, S1/2, NE 1/4 FRAC. SEC. 4, T4N, R15W S.B.M.

E'LY LINE OF THE W1/2, E1/2, NE1/4, FRAC. SEC. 4, T6N, R12W, S.B.M.

S1/2, SW1/4, SE1/4, NE1/4, FRAC. SEC. 4, T6N,R12W, S.B.M.

APN 3111-012-083

INST. NO. 20210934277 O.R.

S1/2, SE1/4, SE1/4, NE1/4, FRAC. SEC. 4, T6N,R12W, S.B.M.

APN 3111-012-084

W AVENUE M-8

10TH ST W

40' 50'

438
5-16-2024

SEC. FRAC. 3,

PVT & FUT ST

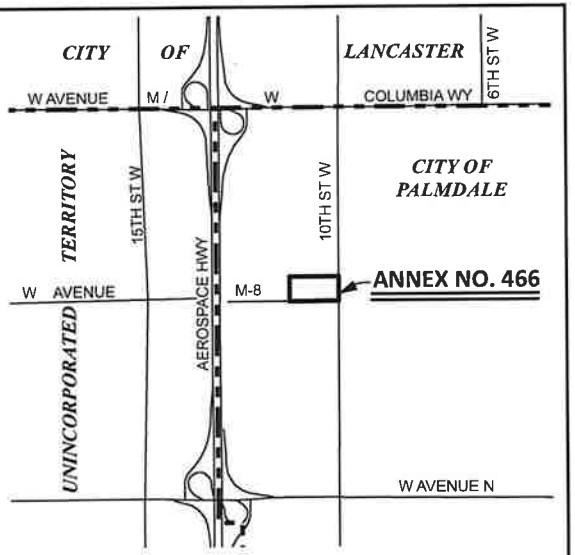
SE COR. OF THE NE1/4 FRAC. 4, T6N, R12W, S.B.M.

241
02-09-1994

SE 1/4, FRAC. SEC. 4,

T6N, R12W, S.B.M.

400
07-01-2010



VICINITY MAP
NO SCALE

NOTE:
NOMINAL DIMENSIONS FOR S1/2, SE1/4, SE1/4, NE1/4, FRACTIONAL SECTION 4, T6N, R12W WOULD 330' X 660' AND 5 ACRES

PROPOSED

N

0 100 200 Feet

"FOR TAX ASSESSMENT PURPOSES ONLY"

Annexation No. 466 shown thus

Boundary of Sanitation District No. 14 prior to Annexation No. 466 shown thus

City Boundary

Prior Annexations shown thus — ANNEX. NO. (RECORDING DATE)

Area of Annexation — 5.00 ± Acres

LA County Assessor Landbase,
CAMS Centerline, DPW City boundary
LA County Sanitation Districts:
AnnexationLayer and District Layer

COUNTY SANITATION DISTRICT NO. 14
OF LOS ANGELES COUNTY, CA
OFFICE OF CHIEF ENGINEER
ROBERT C. FERRANTE
CHIEF ENGINEER & GENERAL MANAGER

ANNEXATION NO. 466
TO
COUNTY SANITATION DISTRICT NO. 14

Recorded:

R:\Planning\PropertyManagement\Annexations\Annex_GIS\Projects\14_466.mxdl EAO/OCTOBER 9, 2025

FISCAL YEAR 2024-2025

ANNEXATION TO: CO.SANITATION DIST.NO 14 DEBT S.
ACCOUNT NUMBER: 066.45
TRA: 08739
EFFECTIVE DATE: 07/01/2025
ANNEXATION NUMBER: 14-466 PROJECT NAME: ANNEXATION 14-466

DISTRICT SHARE: 0.005992260

ACCOUNT #	TAXING AGENCY	CURRENT TAX SHARE	PERCENT	PROPOSED DIST SHARE	ALLOCATED SHARE	ADJUSTMENTS	NET SHARE
001.05	LOS ANGELES COUNTY GENERAL	0.254130611	25.4143 %	0.005992260	0.001522827	-0.001568118	0.252562493
001.20	L.A. COUNTY ACCUM CAP OUTLAY	0.000123536	0.0123 %	0.005992260	0.000000740	0.000000000	0.000123536
007.30	CONSOL. FIRE PRO.DIST.OF L.A.CO.	0.170622692	17.0622 %	0.005992260	0.001022415	-0.001022415	0.169600277
007.31	L A C FIRE-FFW	0.007434859	0.7434 %	0.005992260	0.000044551	0.000000000	0.007434859
047.04	LA CO WATERWORKS #40 ANTELOPE VY	0.009477854	0.9477 %	0.005992260	0.000056793	-0.000056793	0.009421061
051.75	L A CO WATER WKS NO 40 ACO FUND	0.007245929	0.7245 %	0.005992260	0.000043419	-0.000043419	0.007202510
053.30	ANTELOPE VY CEMETERY DISTRICT	0.001491530	0.1491 %	0.005992260	0.000008937	-0.000008937	0.001482593
061.05	ANTELOPE VLY MOSQ & VECTOR CONTR	0.001020796	0.1020 %	0.005992260	0.000006116	-0.000006116	0.001014680
068.05	ANTELOPE VY RESOURCE CONSER DIST	0.001021420	0.1021 %	0.005992260	0.000006120	-0.000006120	0.001015300
225.01	CITY-PALMDALE TD #1	0.066168600	6.6168 %	0.005992260	0.000396499	-0.000396499	0.065772101
300.10	ANTELOPE VY.-EAST KERN WATER AGY	0.020708384	2.0708 %	0.005992260	0.000124090	-0.000124090	0.020584294
400.00	EDUCATIONAL REV AUGMENTATION FD	0.060907834	6.0907 %	0.005992260	0.000364975	EXEMPT	0.060907834
400.01	EDUCATIONAL AUG FD IMPOUND	0.128611487	12.8611 %	0.005992260	0.000770673	EXEMPT	0.128611487
400.15	COUNTY SCHOOL SERVICES	0.001531658	0.1531 %	0.005992260	0.000009178	EXEMPT	0.001531658
400.21	CHILDREN'S INSTIL TUITION FUND	0.003039806	0.3039 %	0.005992260	0.000018215	EXEMPT	0.003039806
689.01	WESTSIDE UNION SCHOOL DISTRICT	0.069327181	6.9327 %	0.005992260	0.000415426	EXEMPT	0.069327181
689.06	CO.SCH.SERV.FD.- WESTSIDE UNION	0.008956172	0.8956 %	0.005992260	0.000053667	EXEMPT	0.008956172
689.07	DEV CTR HDCPD MINOR WESTSIDE UN	0.000932225	0.0932 %	0.005992260	0.000005586	EXEMPT	0.000932225
717.02	ANTELOPE VALLEY UNION HIGH SCH.	0.105713821	10.5713 %	0.005992260	0.000633464	EXEMPT	0.105713821

ANNEXATION NUMBER: 14-466 PROJECT NAME: ANNEXATION 14-466 TRA: 08739

ACCOUNT #	TAXING AGENCY	CURRENT TAX SHARE	PERCENT	PROPOSED DIST SHARE	ALLOCATED SHARE	ADJUSTMENTS	NET SHARE
717.06	CO.SCH.SERV.FD.- ANTELOPE VALLEY	0.000388415	0.0388 %	0.005992260	0.000002327	EXEMPT	0.000388415
717.07	ANTELOPE VY.UN.HI.-ELEM SCH FD.	0.051791252	5.1791 %	0.005992260	0.000310346	EXEMPT	0.051791252
792.04	ANTELOPE VY.JT. COMMUNITY COLL.	0.029353938	2.9353 %	0.005992260	0.000175896	EXEMPT	0.029353938
***066.45	CO.SANITATION DIST.NO 14 DEBT S.	0.000000000	0.0000 %	0.005992260	0.000000000	0.000000000	0.003232507
	TOTAL:	1.000000000	100.0000 %		0.005992260	-0.003232507	1.000000000

JOINT RESOLUTION OF THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES ACTING IN BEHALF OF

Los Angeles County General Fund

Los Angeles County Consolidated Fire Protection District

Los Angeles County Waterworks #40 - Antelope Valley

Los Angeles County Waterworks #40 Aco Fund

THE BOARD OF DIRECTORS OF COUNTY SANITATION DISTRICT NO. 14 OF LOS ANGELES COUNTY, AND THE GOVERNING BODIES OF

Antelope Valley Cemetery District

Antelope Valley Mosquito & Vector Control District

Antelope Valley Resource Conservation District

City of Palmdale

Antelope Valley - East Kern Water Agency

APPROVING AND ACCEPTING NEGOTIATED EXCHANGE OF PROPERTY TAX REVENUES RESULTING FROM ANNEXATION TO COUNTY SANITATION DISTRICT NO. 14.

"ANNEXATION NO. 466"

WHEREAS, pursuant to Section 99 and 99.01 of the Revenue and Taxation Code, prior to the effective date of any jurisdictional change which will result in a special district providing a new service, the governing bodies of all local agencies that receive an apportionment of the property tax from the area must determine the amount of property tax revenues from the annual tax increment to be exchanged between the affected agencies and approve and accept the negotiated exchange of property tax revenues by resolution; and

WHEREAS, the governing bodies of the agencies signatory hereto have made determinations of the amount of property tax revenues from the annual tax increments to be exchanged as a result of the annexation to County Sanitation District No. 14 entitled Annexation *No. 466;*

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

1. The negotiated exchange of property tax revenues resulting from the annexation of territory to County Sanitation District No. 14 in the annexation entitled Annexation *No. 466* is approved and accepted.

2. For each fiscal year commencing on and after July 1, 2025, or after the effective date of this jurisdictional change, whichever is later, the County Auditor shall transfer to County Sanitation District No. 14 a total of 0.3232507 percent of the annual tax increment attributable to the land area encompassed within Annexation *No. 466 as* shown on the attached Worksheet.

3. No additional transfer of property tax revenues shall be made from any other tax agencies to County Sanitation District No. 14 as a result of annexation entitled Annexation *No. 466.*

4. No transfer of property tax increments from properties within a community redevelopment project, which are legally committed to a Community Redevelopment Agency, shall be made during the period that such tax increment is legally committed for repayment of the redevelopment project costs.

5. If at any time after the effective date of this resolution, the calculations used herein to determine initial property tax transfers or the data used to perform those calculations are found to be incorrect thus producing an improper or inaccurate property tax transfer, the property tax transfer shall be recalculated and the corrected transfer shall be implemented for the next fiscal year.

The foregoing resolution was adopted by the Board of Supervisors of the County of Los Angeles, the Board of Directors of County Sanitation District No. 14 of Los Angeles County, and the governing bodies of Antelope Valley Cemetery District, Antelope Valley Mosquito & Vector Control District, Antelope Valley Resource Conservation District, City of Palmdale, and Antelope Valley - East Kern Water Agency, signatory hereto.

CITY OF PALMDALE

_____
SIGNATURE

_____
PRINT NAME AND TITLE

ATTEST:

_____
Secretary

_____
Date

(SIGNED IN COUNTERPART)

City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
MAINTENANCE DIVISION

DISTRICT: **ALL**

SUBJECT: **APPROVE AGREEMENT WITH TAFT ELECTRIC COMPANY FOR AS-NEEDED ELECTRICAL SERVICES FOR A TOTAL NOT TO EXCEED AMOUNT OF $500,000 FOR A THREE-YEAR TERM, WITH TWO OPTIONAL ONE-YEAR EXTENSIONS**

RECOMMENDATION

Staff recommend that the City Council:

1. Approve Agreement No. A-9669 with Taft Electric Company for as-needed electrical services for a total not to exceed amount of $500,000 for a three-year term, with two optional one-year extensions; and,

2. Authorize the City Manager or his designee to execute Agreement No. A-9669 with Taft Electric Company, including minimal and/or non-substantial changes.

BACKGROUND

City Maintenance maintains electrical systems that support City facilities, parks, parking lots, irrigation infrastructure, and other public assets. While in-house staff perform much of this work, additional contractor support is needed to meet service demands, perform specialized electrical work, and accommodate project schedules.

To support these needs, the City utilizes service agreements with qualified contractors to provide electrical maintenance, repair, installation, and other technical services on an as-needed basis. These contracted services supplement in-house personnel and help ensure the reliability and safety of electrical systems throughout City facilities and infrastructure.

Using an as-needed electrical services contractor provides the City with the flexibility and technical expertise necessary to respond promptly to maintenance needs and complete projects efficiently.

DISCUSSION

The City publicly advertised Request for Proposal (RFP) No. 26-001-3400-2 for As-Needed Electrical Services and Repairs through the PlanetBids electronic platform on March 3, 2026. The solicitation was also posted on the City's website and published in the Antelope Valley Press. A total of nineteen vendors registered as prospective bidders, and three submitted proposals by the April 2, 2026, deadline.

Rank	Vendor	Location	Proposal Amount
1	Taft Electric Company	Ventura, CA	9,050.47
2	GA Technical Services, Inc.	Glendora, CA	6,764.97
3	Big Sky Electric	Upland, CA	9,264.72

These services are requested on an as-needed basis; the cost component of each proposal was evaluated using hourly labor rates rather than a fixed project total.

Proposals were evaluated on past performance, relevant experience, ability to perform, technical approach, and cost. Taft Electric Company (Taft) received the highest overall evaluation score. The Request for Proposal (RFP) process is intended to identify the proposal that provides the best overall value to the City. While cost is an important evaluation factor, it is not the sole consideration. Taft demonstrated strong technical proficiency, extensive experience providing municipal electrical services, and a proven record of reliable performance. With more than 75 years of experience in electrical installations, maintenance, repairs, emergency response, and on-call services, including prior work for the City of Palmdale, Taft offers the capacity and local staffing needed to provide a timely response.

Under the proposed agreement, the contractor will provide as-needed electrical maintenance, repairs, and installations for City facilities and infrastructure. Services may include work on electrical power distribution systems, lighting infrastructure, parking lot lighting, conduit and control systems, irrigation and stormwater electrical equipment, temporary power services, underground electrical troubleshooting, and other related tasks. The contractor will also coordinate with utility providers and obtain required inspections and documentation.

This agreement will provide the City with flexibility to address unforeseen electrical issues, support maintenance projects, and ensure that electrical work is completed in compliance with applicable codes, regulations, and utility requirements. Supplementing in-house staff with qualified contractor services will help maintain service levels, improve response times, and ensure the continued reliability of the City's electrical infrastructure.

FISCAL IMPACT

$500,000; Funds are budgeted and available in FY 2026-27 for as-needed electrical services and repairs in Facility Maintenance, Park Maintenance, General Benefit Landscape, Landscape Assessment Districts, and Transit Services accounts. Funds for subsequent years will be proposed through the annual budget process.

STRATEGIC PLAN

Goal III. Invest in infrastructure to improve community livability.

A. Seek innovative, cost effective, customer focused methods of service delivery.

Prepared by:	Leonardo Torres, P.E., Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Agrmt No. A-9669 with Taft Electric Company
Proposal

AGREEMENT NO. A-9669
CONTRACT FOR SERVICES
BETWEEN THE CITY OF PALMDALE AND TAFT ELECTRIC COMPANY

This CONTRACT for services ("Contract" herein) is made and entered into by and between the City of Palmdale, a public body corporate and politic, (hereinafter called "CITY"), and TAFT ELECTRIC COMPANY, a Corporation, (hereinafter called "CONTRACTOR"). This Contract shall become effective on the date of the last signatory.

RECITALS

WHEREAS, CONTRACTOR represents that CONTRACTOR has the expertise and is qualified to perform the services described in this Contract.

NOW THEREFORE, CITY and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

1 CITY PROJECT MANAGER

To provide the services required by this Contract, CONTRACTOR shall act under the authority and approval of Public Works Director/designee, who shall oversee this Contract, the work performed by CONTRACTOR, assist CONTRACTOR with any necessary information, audit billings, and approve payments. The CONTRACTOR shall channel all contacts and requests through the City project manager.

2 DESCRIPTION OF WORK

2.1 CONTRACTOR shall provide the following services in a manner satisfactory to CITY:

A. General Requirements
CONTRACTOR shall provide all labor, tools, and equipment necessary to perform as-needed electrical repairs, maintenance, and installations as directed by CITY.

All work shall be completed in a workmanlike manner and in full compliance with all applicable federal, state, and local laws, regulations, building codes, and manufacturer specifications. To the extent required by law, the work shall be performed by individuals properly licensed and authorized to perform such work.

All materials and installations shall comply with the most current editions of the National Electrical Code (NEC) and the Uniform Building Code.

B. Utility Coordination and Compliance
CONTRACTOR shall perform work in compliance with the current Southern California Edison (SCE) Electrical Service Requirements (ESR), Appendix A.

CONTRACTOR shall:
• Notify Southern California Edison in advance of service requests prior to commencing any work that interfaces with SCE infrastructure.
• Coordinate and schedule inspections with an authorized Southern California Edison representative, where applicable.
• Utilize materials that follow the Southern California Edison Electrical Service Requirements (ESR), Appendix A.

C. Materials
The CITY shall provide all electrical materials and supplies as needed or requested to meet the NEC requirement for all electrical repairs and installations.

D. Services
As-needed electrical services may include, but are not limited to, the following:
• Repair or installation of electrical power distribution systems
• General electrical repairs
• Installation or replacement of lighting ballast(s)
• Installation of light fixtures
• Installation of parking lot light poles
• Installation of additional outlets and switches as directed
• Installation of fused disconnects
• Installation and/or replacement of conduit(s)
• Providing and/or installation of temporary power
• Supplying required electrical service to various equipment
• Detection of underground electrical shorts
• Installation of landscape electrical meter pedestals
• Installation of landscape controllers and irrigation pumps
• Excavation as required to complete electrical work
• Providing submittals, drawings, and/or plans required for permits and approvals

E. Inspections and Final Acceptance
Upon final completion of any work performed under this Agreement, CONTRACTOR shall schedule a final inspection with CITY-authorized representative. CONTRACTOR shall also schedule inspections with an authorized Southern California Edison representative, where applicable.

F. Site Conditions and Cleanup
CONTRACTOR agrees to remove all debris, trash, and unused materials when leaving the jobsite, leaving it in a broom-clean condition.

G. Payroll Records
CITY may request certified payroll records (CPRs) from CONTRACTOR at any time. CONTRACTOR shall submit all requested CPRs within seventy-two (72) hours of the CITY request.

2.2 CONTRACTOR shall have no claim for compensation for any services or work, which has not been authorized by CITY's Authorization to Proceed.

2.3 CONTRACTOR shall not accept any change of scope, or change in contract provisions, to this Contract unless issued in writing, as a contract change order or amendment and signed by CITY. Any extensions of time must be mutually agreed upon in writing and executed by both parties.

2.4 CONTRACTOR shall maintain in current status all Federal, State, and local licenses and permits required for the operation of the business conducted by the CONTRACTOR as applicable to this contract.

2.5 All work supplied under this Contract shall be fully guaranteed by CONTRACTOR for a minimum period of 365 days from the date of acceptance by CITY. Any defects of design, workmanship, or materials that would result in non-compliance with the Contract specifications shall be fully corrected by CONTRACTOR (including parts and labor) without cost to CITY. The written warranty shall be included with the delivered products to the using Department.

2.6 CITY shall provide to CONTRACTOR, without charge, all data, program information, including reports, records, maps, and other information, now in CITY's possession, which may facilitate the timely performance of the work.

2.7 At all times during the term Contract, CONTRACTOR shall possess and maintain all required Federal, State, and local licenses and permits. CONTRACTOR shall possess a valid and current C-10 Electrical Contractor's License with the Contractor's State License Board (CSLB) and City of Palmdale Business License to perform the required work.

CONTRACTOR's CSLB license number is 772245. CONTRACTOR's DIR registration number is 1000000149. CONTRACTOR's Business License number is 11600505. CONTRACTOR hereby certifies that it holds the required license(s).

2.8 This Contract calls for work to be performed constituting public works. All labor is to be paid at prevailing wage rates. CONTRACTOR to determine proper wage classification. CONTRACTOR and all subcontractors must be registered with the State of California Department of Industrial Relations (DIR) as a public works contractor for the duration of the agreement and is responsible for any and all registration and/or renewal fees. CITY may request certified payroll records for any work performed under the term of the agreement. CONTRACTOR acknowledges and understands it must comply with the prevailing wage requirements as set for in Exhibit A.

2.9 CONTRACTOR shall comply with the requirements of Section 1776 of the Labor Code, of the State of California. Failure of the CONTRACTOR to comply with the Labor Code requirements to pay prevailing wages and to maintain certified payroll

records may result in withholding from progress payments amounts for unpaid wages and penalties as authorized by the Labor Code. CONTRACTOR shall submit certified payroll records (CPRs) to the Labor Commissioner using DIR's electronic certified payroll reporting system if project exceeds $25,000 for new construction, alteration, installation, demolition, or repair or $15,000 for maintenance. If project is applicable, CITY shall verify CONTRACTOR's eCPRs are submitted before processing invoices for payment.

2.10 Unless otherwise expressly provided in the bid documents, if any individual project performed under this agreement exceeds $25,000, CONTRACTOR shall provide CITY with a performance and payment bond each in the full amount of the individual project. Such bonds are required by the CITY before work is to be performed on the specified project. If bonds are required, CONTRACTOR shall submit all bonds electronically through Surety2000.

2.11 NOTICE IS ALSO HEREBY GIVEN that this Project shall comply with the requirements of the COMMUNITY WORKFORCE AGREEMENT BY AND BETWEEN THE CITY OF PALMDALE AND LOS ANGELES/ORANGE COUNTIES BUILDING AND CONSTRUCTION TRADES COUNCIL AND THE SIGNATORY CRAFT COUNCILS AND UNIONS (“CWA”) if the resulting Public Work Agreement exceeds $150,000 for prime specialty contracts and/or $750,000 for construction or rehabilitation work involving prime multi-trade contracts, including all subcontracts. If applicable, the awarded Contractor, and each of its subcontractors, of whatever tier, shall be required to submit Letter(s) of Assent per the CWA.

3 CONTRACTOR’S KEY PERSONNEL

3.1 **Key Staff.** CITY reserves the right to review and approve CONTRACTOR’S staff including all subcontractors to be assigned to any project by CONTRACTOR during the term of this Contract.

This Contract has been awarded to CONTRACTOR based partially on the key personnel proposed to perform the services required herein. CONTRACTOR shall not change nor substitute any of these key staff for work on this Contract without prior written approval by CITY.

CONTRACTOR’s Team and Key Personnel are as follows:

Not Applicable

This Services Contract has been awarded to CONTRACTOR based on its representation that those personnel and subcontractors submitted as part of its bid and listed above will perform the portions of the work listed above.

CONTRACTOR shall not deviate nor substitute any of these team members without prior written approval by CITY.

3.2 **Subcontractors.** During the performance of the Agreement, CONTRACTOR may engage such additional SUBCONTRACTORS as may be required for the timely completion of this Agreement. In the event of subcontracting, the sole responsibility for fulfillment of all terms and conditions of this Agreement rests with CONTRACTOR.

CONTRACTOR shall not enter into any Subcontract under this Contract for the performance of this Contract without the advance written approval of CITY. The subcontract shall incorporate by reference the terms and conditions of this Contract.

3.3 **Direct Responsibility.** All services required under this Contract shall be performed by CONTRACTOR, or under CONTRACTOR's direct supervision, and all personnel shall possess the qualifications, permits and licenses required by State and local law to perform such services.

3.3.1 CONTRACTOR shall be solely responsible for the satisfactory work performance of all personnel engaged in performing services required by this Contract, and compliance with all reasonable performance standards established by CITY.

3.3.2 CONTRACTOR shall be responsible for payment of all CONTRACTOR's employees' and subcontractor's wages and benefits and shall comply with all requirements pertaining to the employer's liability, workers' compensation, unemployment insurance, and Social Security.

3.3.3 CONTRACTOR shall indemnify and hold harmless CITY, and its respective officers, agents and employees from and against all claims, demands, damages or costs arising from CONTRACTOR's acts or omissions with respect to any liability, damages, claims, costs and expenses of any nature arising from alleged violations of personnel practices.

4 CONTRACT TERM

The term of this Contract is Three (3) Years, commencing on the effective date, with CITY reserving the option to extend the agreement for 2 additional terms of one year each.

5 ACCEPTANCE AND DOCUMENTATION

Each task shall be reviewed and approved by the Contract Project Manager to determine acceptable completion.

5.1 **Records**. The CONTRACTOR shall retain and shall contractually require each SUBCONTRACTOR to retain all data and other "records" relating to the acquisition and performance of the Contract for a period of five years after the completion of the Contract.

5.2 **Property of CITY.** All materials, including reports, computer programs and other deliverables, supplied or created under this Contract are the sole property of CITY. CONTRACTOR is not entitled to a patent or copyright on those materials and may not transfer the patent or copyright to anyone else. CONTRACTOR shall not use or release these materials without the prior written consent of CITY.

5.3 **Products.** All equipment, materials, parts, and other components incorporated in the work or services performed pursuant to this Contract shall be new, or the latest model and of the most suitable grade for the purpose intended. All work shall be performed in a skilled and workmanlike manner.

6 PRICE

CITY shall pay to CONTRACTOR an amount not to exceed Five Hundred Thousand dollars ($500000.00) for the completion of all the work and services described in Section 2, which sum shall include all costs or expenses incurred by CONTRACTOR, payable as follows:

As set forth in Exhibit "C" Fee Schedule attached hereto and made part herein by reference.

Pricing shall be firm fixed pricing for stated term/project and shall include all costs in accordance with all contract requirements, including, but not limited to fully burdened labor, payroll and other taxes, fringes, licenses and permits, insurance, workforce productivity, coordination, transportation, field overhead, general and administrative overhead, and profit. Contractor shall submit all costs to the CITY. All hourly rates, service fees, or charges shall include any and all travel charges (i.e., portal to portal) necessary.

Payment shall be based on actual quantities and there is no guarantee that the CITY shall require any certain quantity.

Material Mark-Up
CITY has the option to purchase parts for projects. In the event CONTRACTOR purchases material, parts, or components, reimbursement will be based on the price plus the stated material mark-up percentage supplied in the cost proposal form. The CONTRACTOR shall first submit a quote to the CITY for approval before work is performed. Any non-warranty work must be approved by the CITY.

CITY may request CONTRACTOR submit a copy of the detailed vendor invoice for materials to serve as back-up to CONTRACTOR’S detailed invoice specifying all labor, parts, taxes, fees, etc. The CITY will pay only for materials used for each job, as well as applicable sales tax. The mark-up percentage applies to material cost only.

6.1 An application for payment form must be submitted to CITY which shall include the following: a clear, detailed invoice reflecting work being billed for, a

summary sheet showing percentage of work completed to date, amount/percent billed to date and current status of all tasks within a project; any/all backup documentation supporting the above items. Work schedule updates must also be included with the payment requests.

6.2 CONTRACTOR shall maintain adequate records and shall permit inspection and audit by CITY of CONTRACTOR's charges under this Contract. CONTRACTOR shall make such records available to CITY during normal business hours upon reasonable notice. Nothing herein shall convert such records into public records, and they will be available only to CITY and any specified public agencies. Such records shall be maintained by CONTRACTOR for one (1) year following completion of the work under this Contract unless a longer period of time is required by state or federal law, in which event CONTRACTOR shall retain its records for the time required by such laws.

6.3 **Payment.** A separate invoice shall be issued for each shipment of material or service performed, and no payment will be issued prior to receipt of material and/or completion of specified services and receipt of a correct invoice.

7 TAXES

7.1 CONTRACTOR shall pay all sales, consumer, use, and other similar taxes required to be paid by CONTRACTOR in accordance with state and local laws.

7.2 CONTRACTOR is an independent contractor and shall have no power or authority to incur any debt, obligation, or liability on behalf of CITY. No person employed by CONTRACTOR or acting on its behalf, in connection with this Contract shall be considered the Agent or employee of CITY.

7.3 CONTRACTOR shall be required to obtain a current City of Palmdale business license, as required by the Palmdale Municipal Code, before an Authorization to Proceed is issued.

7.4 When equipment, materials or supplies generally taxable to CONTRACTOR are eligible for a tax exemption due to the nature of the work, CONTRACTOR shall assist the City in applying for and obtaining such tax credits and exemptions, which shall be paid or credited to the City.

8 PATENT FEES AND ROYALTIES

CONTRACTOR shall pay all license fees and royalties and assume all costs incident to the use, in the performance of the work or the incorporation in the work of any invention, design, process, program, product or device which is the subject of patent rights or copyrights held by others. If a particular invention, design, process, program, product or device is specified in the contract documents for use in the performance of the work and if, to the actual knowledge of CITY, its use is subject to patent rights or copyrights calling for the payment of any license fee or royalty to others, the

existence of such rights shall be disclosed by CITY in the contract documents. CONTRACTOR shall indemnify and hold harmless CITY and anyone directly or indirectly employed by CITY from and against all claims, damages, losses and expenses (including attorneys' fees) arising out of any infringement of patent rights or copyrights incident to the use in the performance of the work, or resulting from the incorporation in the work of any invention, design, process, program, product or device not specified in the contract documents, and shall defend all such claims in connection with any alleged infringement of such rights.

9 INDEMNIFICATION

To the fullest extent permitted by law, CONTRACTOR and any subcontractors working on its behalf agree to indemnify CITY, its officers, employees, agents and elected and appointed boards (hereinafter “Indemnified Parties”) for any loss, claim, demand, cause of action, cost, expense, damage, obligation or liability which arises out of or is in any way connected with the performance of any work under this agreement, including any acts or omissions, willful misconduct or negligent conduct, whether active or passive, on the part of CONTRACTOR, or its subcontractors, and regardless of any acts, omissions or negligence (whether active or passive) of any person or entity indemnified hereunder. At their own expense, CONTRACTOR and, as applicable, any subcontractors working on its behalf, shall defend any suit, claim or action against the Indemnified Parties founded upon such loss, claim, demand, cause of action, cost, expense, damage, obligation or liability. CONTRACTOR shall ensure that the contract of any subcontractor working under this agreement contain an indemnity agreement, requiring the subcontractor to indemnify and defend the Indemnified Parties pursuant the terms set forth above. CONTRACTOR shall indemnify the Indemnified Parties, and save it harmless from any and all loss, damage, costs, expenses and attorney's fees suffered or incurred on account of any breach of the aforesaid obligations and covenants, and any other provision or covenant of this agreement.

10 INSURANCE

10.1 CONTRACTOR, at its expense, shall maintain in effect at all times during the performance of work under this Contract not less than the following coverage and limits of insurance, which shall be maintained with insurers listed “A” or better in the Best’s Insurance Guide and authorized to do business in the State of California. **Proof of Insurance, as identified in Section 10.8, must be reviewed and accepted by the City Attorney**.

10.1.1 <u>Workers’ Compensation and Employer’s Liability</u>

- Workers’ Compensation -- coverage as required by the State of California
- Employer’s Liability
  $1,000,000 each accident
  $1,000,000.00 policy limit bodily injury
  $1,000,000.00 each employee bodily injury by disease

10.1.2 Commercial General Liability

- $2,000,000.00 limit on a per occurrence basis
- $4,000,000.00 general aggregate limit

10.1.3 Commercial Automobile Liability

- $5,000,000.00 combined single limit including owned, non-owned and hired automobile coverage

10.1.4 Professional Liability (E&O)*

- $1,000,000.00 limit on a per occurrence basis

10.2 All of CONTRACTOR's policies shall contain an endorsement providing that written notice shall be given to CITY at least thirty (30) calendar days prior to termination, cancellation, or reduction of coverage in the policy.

10.3 Policies providing for bodily injury and property damage coverage shall contain the following:

A. An endorsement extending coverage to the City as an additional insured, as respects liability arising out of the performance of any work under the Contract. Such insurance shall be primary insurance, as respects the interest of the City, and any other insurance maintained by the City shall be considered excess coverage and not contributing insurance with the insurance required hereunder. The certificates shall state: "The City of Palmdale, Successor Agency to the Community Redevelopment Agency of the City of Palmdale, Palmdale Civic Authority, Housing Authority, Industrial Development Authority, Airport Authority, their officers, agents, employees and volunteers are named as additional insured".

B. "Severability of Interest" Clause.

10.4 Promptly upon execution of this Contract, and prior to commencement of any work, CONTRACTOR shall deliver to CITY certificates of insurance and endorsements to all required policies demonstrating that CONTRACTOR has the required coverage and showing the required named insured. Within five (5) days of written request from CITY, CONTRACTOR shall deliver to CITY full and complete copies of all insurance policies required by this Contract.

10.5 The requirements as to the types and limits of insurance to be maintained by CONTRACTOR are not intended to and shall not in any manner limit or qualify CONTRACTOR's liabilities and obligations under this Contract.

10.6 Any policy or policies of insurance that CONTRACTOR elects to carry as insurance against loss or damage to its equipment and tools or other personal property used in the performance of this Contract shall include a provision waiving the insurer's right of subrogation against CITY.

10.7 All insurance coverage must be maintained throughout the duration of this Contract.

10.8 Acceptable Proof of Insurance:

10.8.1 ACORD Certificate of Insurance listing all coverage, limits, deductibles and insured; and endorsements for all applicable coverage if agent has authority to issue it; or additional insured Form CG20100704 and CG20370704 or equivalent must be provided for general liability coverage. Additional insured form CA0001 must be provided for automobile liability coverage.

10.8.2 Binders of insurance for all coverage. Agents must confirm that policy endorsements have been ordered from the respective insurance companies. Upon issuance, policy endorsements and a corresponding Certificate of Insurance listing all insurers and coverage must be submitted to the City Attorney.

10.8.3 *When professional liability (E&O) coverage is provided on a "claims-made basis", CONTRACTOR will continue to renew the insurance for a period of five (5) years after this Contract expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during the term of this Contract, and will cover CONTRACTOR, or its officers, employees, or agents during the time this Contract was in effect.

10.9 Notwithstanding any other provision of this Contract, CITY may immediately terminate this Contract if, at any time CONTRACTOR fails to maintain the required insurance for any period of time or fails to comply with any of the insurance requirements listed above.

10.10 CONTRACTOR shall require any and all subcontractors working on its behalf to provide insurance coverages and limits that are based on the scope of work and nature of risk being performed by the subcontractor. Any and all subcontractors working on behalf of CONTRACTOR shall be subject to all other insurance requirements that are stated herein.

Any deviation in this requirement will be CONTRACTOR's sole risk. CONTRACTOR's insurance requirements in Section 10 will not be impacted and/or limited by such deviation.

11 TERMINATION WITHOUT CAUSE

City reserves the right to terminate this Contract or any part thereof for its sole convenience with fifteen (15) days written notice. In the event of such termination, CONTRACTOR shall immediately stop all work hereunder, and shall immediately cause any of its suppliers and subcontractors to cease such work. CONTRACTOR shall also surrender to CITY all finished or unfinished documents, processes, programs and other supplies and materials, which shall be City’s property. As compensation in full for services performed to the date of such termination, the

CONTRACTOR shall receive an amount equal to the value of the work completed as of the termination date in accordance with the fee schedule or as negotiated between the parties. In no event shall the amount payable upon termination exceed the total maximum compensation provided for in this Contract.

12 TERMINATION FOR CAUSE

If CITY determines that CONTRACTOR has failed to supply an adequate working force, or to provide services of proper quality, or has failed in any other respect to satisfactorily perform the services specified in this Contract, CITY shall give written notice to CONTRACTOR specifying all defaults to be remedied within thirty (30) days. Such notice shall set forth the basis for CITY's dissatisfaction and suggest corrective measures. If, after thirty days, CONTRACTOR has failed to implement appropriate corrective measures, CITY may elect to terminate this Contract in whole or in part.

12.1 In the event CITY terminates this Contract, in whole or in part, for cause, CITY may procure, upon such terms and in such manner, as it may deem appropriate, services similar to those terminated.

12.2 CONTRACTOR shall provide all finished or unfinished documents, data, studies, software, drawings, programs, processes, maps, photographs, reports, etc., prepared by CONTRACTOR within fifteen (15) working days after notice of termination. Upon such termination, CONTRACTOR shall be paid an amount equal to the value of the services provided and work performed as of the date of termination, taking into consideration the costs associated with hiring another CONTRACTOR to complete the services. In ascertaining the value of the work performed up to the date of termination, consideration shall be given to both completed work and work in progress, to complete and incomplete documents when such are delivered to CITY, and to authorized reimbursement expenses. The above is in addition to any other remedies available by law or equity to CITY.

12.3 If, after notice of termination of the Contract under the provisions of this Section 12, it is determined, for any reason, that CONTRACTOR was not in default, or that the default was excusable, then the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to Section 11.

13 DISPUTE RESOLUTION

All claims, disputes, and other matters in question between CITY and CONTRACTOR arising out of or relating to this Contract or the breach thereof shall, to the extent reasonably feasible, be resolved through good faith negotiations between the parties.

14 OWNERSHIP OF PRODUCT

All product, data, documents, programs and software including, but not limited to, research, field notes, investigations, analysis, studies, processes, software, instructions for use and other manuals, whether complete or incomplete, which are

prepared or produced in the performance of this Contract are to be, and remain the property of CITY and shall be delivered to or left with CITY upon the completion or termination of this Agreement. CONTRACTOR shall furnish CITY, upon its request, originals and reproducible and electronic copies of product, data reports, studies and of all other documents listed above. Electronic copies shall be provided in an unprotected format which allows CITY to copy, reproduce and makes changes as CITY deems necessary.

15 DELEGATION AND ASSIGNMENT

15.1 CONTRACTOR shall not delegate or assign its duties or rights hereunder, either in whole or in part, without the prior written consent of CITY; provided, however, that claims for money due or to become due to CONTRACTOR from CITY under this Contract may be assigned to a bank, trust company or other financial institution without such approval.

15.2 Any assignment, delegation or subcontract shall be made in the name of CONTRACTOR and shall not bind or purport to bind CITY and shall not release CONTRACTOR from any obligations under this Contract including, but not limited to, the duty to properly supervise and coordinate the work of employees, assignees, delegates and subcontractors. No such assignment, delegation or subcontract shall result in any increase in the amount of total compensation payable to CONTRACTOR under this Contract.

16 NON-DISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY

16.1 In performance of this Contract, CONTRACTOR shall not discriminate against any employee, subcontractor, or applicant for employment because of sex, color, race, religion, ancestry, national origin, disability, medical condition including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto, marital status, sexual orientation, age, gender, gender identity, gender expression, genetic information, or military and veteran status. CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their sex, color, race, religion, ancestry, national origin, disability, medical condition including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto, marital status, sexual orientation, age, gender, gender identity, gender expression, genetic information, or military and veteran status . Affirmative action relating to employment shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

17 FINANCIAL INTEREST CERTIFICATION

17.1 CONTRACTOR warrants that no person has been employed or retained to solicit or secure this Contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee; and that no officer or employee of the CITY has any interest, financially or otherwise, in CONTRACTOR's firm.

17.2 For breach or violation of this warranty, CITY shall have the right to annul this Contract without liability or at its discretion to deduct from the Contract Price or consideration, the full amount of such commission, percentage, brokerage or contingent fee.

18 CONFLICT OF INTEREST

18.1 CONTRACTOR stipulates that its officers and employees do not now have a conflict of interest and it further agrees for itself, its officers and its employees that it will not contract for or accept employment for the performance of any work or services with any individual business, corporation or government unit that would create a conflict of interest in the performance of its obligations pursuant to this Contract or which would cause CONTRACTOR to be "financial interested" (as provided in California Government Code Section 1090 et seq. or 87100 et seq.) in any contract or decision made by CITY on any matter.

18.2 CONTRACTOR shall not employ any City official or employee to perform any work required pursuant to this Contract.

18.3 To the extent required by the City Manager or his designee, CONTRACTOR shall complete and file with the City Clerk a Form 700 Statement of Economic Interests disclosing any reportable property interests, income, gifts, investments, or business positions.

19 COMPLIANCE WITH LAW

19.1 CONTRACTOR shall comply with all state and federal laws, including but not limited to, the requirement to hire only those persons authorized by federal law to work in the United States. If CONTRACTOR uses any subcontractors to complete this Contract, this same requirement shall be included in all subcontracts and strictly enforced by CONTRACTOR.

19.2 The law of the state of California shall govern this Contract. The venue of any legal action, either formal or informal, shall be the County of Los Angeles.

19.3 If applicable, CONTRACTOR acknowledges and understands it must comply with the prevailing wage requirements as set forth in Exhibit "A" attached hereto and incorporated herein by reference, as well as the execution of a Worker's Compensation Certificate attached hereto as Exhibit "B" and incorporated herein by reference.

20 NOTICES

Any notice required under this Contract shall be in writing, addressed to the appropriate party at its address on the signature page and given personally or by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of receipt.

21 ENTIRE AGREEMENT AND AMENDMENTS

21.1 This Contract is the complete Agreement between the parties and supersedes all prior proposals, agreements, and understandings between the parties and may not be modified or terminated orally.

21.2 No attempted waiver of any of the provisions hereof, nor any modification in the nature, extent or duration of the work to be performed by CONTRACTOR hereunder, shall be binding unless in writing and signed by the party against whom the same is sought to be enforced.

21.3 The failure of any party to enforce against another party any provision of this Contract shall not constitute a waiver of that party's right to enforce such a provision at a later time, and shall not serve to vary the terms of this Contract.

22 ATTORNEY'S FEES

If any action at law or in equity is brought to enforce or interpret any provisions of this Contract, the prevailing party in such action shall be entitled to reasonable attorney's fees, costs and necessary disbursements, in addition to such other relief as may be sought and awarded.

In Witness Whereof, the parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized.

CITY OF PALMDALE:

Salvador Mendez
City Manager

Lee Torres
Jun 9, 2026, 9:00 AM PDT

ADDRESS FOR NOTICE:
CITY OF PALMDALE
39110 3rd St East, Suite C
Palmdale, CA 93550

APPROVE AS TO FORM:

Alexandra Severino
City Attorney

ATTEST:

Rochelle Scott
City Clerk

TAFT ELECTRIC COMPANY:

Jun 15, 2026, 7:41 PM PDT

Tony Valentino
President/COO

ADDRESS FOR NOTICE:
TAFT ELECTRIC COMPANY
1694 Eastman Ave
Ventura, CA 93003

---------- INTERNAL USE ONLY ----------

- Certificate(s) and Endorsement(s) attached
- Confirmed business name on contract with certificate(s)
- Attached Agreement Checklist and met all requirements
- Attached notarized bond(s), Worker's Compensation Certificate, and Guaranty

Record of Signing

For	City of Palmdale	For	tvalentino@taftelectric.com
Name	Leonardo Torres	Name	Tony Valentino
Title		Title	President/COO

Lee Torres

Signed on Jun 9, 2026 9:00 AM PDT

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DocumentID: 033VT4sM5tDIlNYSGsr9r3
SigningID: 033VT4rxiwpWAXzNHbvGIr
UTC Signing time: 2026-06-09 16:00:26 UTC
IP Address: 216.205.115.189
Email: ltorres@cityofpalmdaleca.gov

Signed on Jun 15, 2026 7:41 PM PDT

Secured by Concord™
DocumentID: 033VT4sM5tDIlNYSGsr9r3
SigningID: 033Z8r0347aQgd6MVONMAS
UTC Signing time: 2026-06-16 02:41:54 UTC
IP Address: 172.117.172.64
Email: tvalentino@taftelectric.com

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Signed with https://www.concord.app/

EXHIBIT B - BID COVER PAGE / OFFER SIGNATURES

RFP NO. 26-001-3400-2 ELECTRICAL SERVICES AND REPAIRS (AS-NEEDED)

1. **RESPONDENT** **REBID**

Firm Name: Taft Electric Company

Contact Name: Tony Valentino

Principal Address: 1694 Eastman Ventura, CA 93003

Local Address: 26074 Avenue Hall, Unit 7&15, Santa Clarita, CA 91355

Phone: 805-642-0121 Fax: 805-650-9015

Email: estimating@taftelectric.com

Unique Entity ID Number System for Award Management (sam.gov) [redacted]

DOSH Registration Number: N/A

Tax ID No: [redacted] California Contractor License No: 772245

2. Department of Industrial Relations (DIR) Registration No. 1000000149

Registration Date: 07/01/2025 Expiration Date: 06/30/2028

3. Prices:

A. Prices shall be F.O.B. Destination or for the service rendered.
B. Payment Terms: Net 45
C. Bidder shall honor proposal prices for one hundred (120) days or for the stated contract period whichever is longer.

THIS PROPOSAL IS BEING SUBMITTED BY:

The undersigned offers and agrees to furnish the goods or services at the price(s) entered herein subject to the terms and conditions attached hereto. I CERTIFY that (1) the proposal document has been read and understood and that all of the conditions contained therein are acceptable, (2) I have thoroughly examined and become familiar with the specifications and/or scope of services outlined in this solicitation and further, to the best of my knowledge the information contained in this bid proposal is accurate and complete and that (3) I have the legal authority to commit this firm to a contractual agreement.

Printed Name: Tony Valentino Title: President/COO

Signature: Date: 3/26/26

EXHIBIT D

CITY OF PALMDALE

AFFIDAVIT OF NON-COLLUSION and NON-DISCRIMINATION

I hereby swear (or affirm) under the penalty of perjury:

A. The prices in this bid have been arrived at independently without collusion, consultation, communication, or agreement, for the purpose of restricting competition, as to any matter relating to such prices with any other bidder/proposer or with any competitor;

B. Unless otherwise required by law, the prices which have been quoted in this bid have not been knowingly disclosed by the bidder/proposer and will not knowingly be disclosed by the bidder prior to opening, directly or indirectly, to any other bidder or to any competitor; and

C. No attempt has been made or will be made by the bidder/proposer to induce any other person, partnership or corporation to submit or not submit a bid proposal for the purpose of restricting competition.

D. The Bidder/Proposer does not discriminate against any employee or applicant for employment or person to whom it provides services because of race, color, religion, age, sex, national origin, or disability, and that it complies with all applicable Federal, state and local laws and executive orders regarding employment.

In connection with the performance of work under this contract, the Bidder or Proposer agrees as follows:

1. The Bidder or Proposer agrees not to discriminate against any employee or applicant for employment because of race, creed, color, sex, national origin, or ancestry. The Bidder or Proposer shall take affirmative action to ensure that employees are treated without regard to their race, creed, color, national origin, sex, or ancestry.

2. In the event of the Bidder's or Proposer's non-compliance with this non-discrimination clause, the Bidder or Proposer may be canceled or terminated. The Bidder or Proposer may be declared ineligible for further contracts with the City of Palmdale until satisfactory proof of intent to comply shall be made by the Bidder or Proposer.

3. The contract agrees to include this non-discrimination clause in any sub-contracts connected with the performance of this agreement.

I have read the above stated clauses and agree to abide by its requirements.

Authorized Signature: _____

Printed Name/Title: Tony Valentino, President/COO

Company Name: Taft Electric Company

Doing Business As: Taft Electric Company

EXHIBIT E

CITY OF PALMDALE

CERTIFICATION OF INSURABILITY

No exceptions and/or deviations to insurance requirements allowed. (Non-negotiable)

I hereby swear (or affirm) under the penalty of perjury:

That as representative of the bidding company that the Company is able and will acquire and maintain all the insurance requirements specified in **Attachment B** - *Contract for Services* for **RFP NO. 26-001-3400-2 ELECTRICAL SERVICES AND REPAIRS (AS-NEEDED) REBID,** and by the submission of this offer, I hereby assure the City of Palmdale that the company is able to produce the insurance coverage(s) required should the company be awarded the Contract.

Should the company be awarded the Contract by the City of Palmdale and the company then become unable to produce the insurance coverage(s) specified within ten (10) working days, I am fully aware and understand that the company may not be considered for further projects by the City of Palmdale .

Taft Electric Company

Offeror Company Name

Signature of Authorized Representative signing on behalf on Offeror

Tony Valentino, President/COO

Print Name of Authorized Representative of Offeror Company

3/26/26

Date

EXHIBIT F - BIDDER DISCLOSURE STATEMENTS

The Bidder must provide a declarative (yes/no) answer regarding the following questions. If any answer is affirmative, the Bidder must provide full details about the matter. While not an automatic cause for disqualification, an affirmative answer may result in an evaluation of the Bidder's responsibility. A decision will then be made based on the seriousness of the matter, the matter's possible impact on the performance of the contract, and the best interests of the City of Palmdale .

Within the past five (5) years:

ITEM	DISCLOSURE STATEMENT	YES	NO
A.	Has the Bidder and/or subject company had a contract terminated for default or cause?		X
B.	Has the Bidder and/or subject company been assessed any penalties, including liquidated damages, under any of its existing or past contracts with any organization or governmental entity?		X
C.	Has the Bidder and/or subject company been the subject of any governmental action limiting the right of the Bidder and/or subject company to do business with that entity or any other governmental entity?		X
D.	Has trading in the stock of the subject company ever been suspended? Give date and explanation.		X
E.	Has the Bidder and/or subject company previously operated as a like-kind business under any other business name and/or taxpayer identification number?		X
F.	Has the Bidder and/or subject company, any company officer, or any owner of a twenty (20%) percent interest or greater in the subject company, filed bankruptcy, reorganization, a debt arrangement, moratorium, or any proceeding under any bankruptcy or insolvency law, or any dissolution or liquidation proceeding?		X

By the signature affixed to **Exhibit B** – *Bid Cover Page / Offer Signature Page* of this Solicitation, Bidder hereby certifies that the above information is true and accurate. This completed form must be returned as part of the bid response. Failure to complete this page may deem your bid not responsive.

EXHIBIT G – DESIGNATION OF SUBCONTRACTORS STATEMENT

(IMPORTANT NOTE: This form MUST be returned with Respondent's bid)
(This form may be duplicated to provide additional subcontractor information)

The Prime Contractor is required to state the name and address of each subcontractor who will perform work in an amount in excess of one-half of one percent (0.5%) of the total contract price and the portion of the work that each subcontractor will do. The undersigned submits herewith this list of subcontractors whom they propose to employ on the work, with the proper firm name and business address of each and a statement of work or proposed item that will be done by each subcontractor.

Check if Subcontractor will be used: Yes [ ] No [X]

The following person(s) **will be** [ ] or [ ] **have been contracted** to furnish labor and/or materials for this project:_____

Subcontractor Company Name:_____

California Contractor License No:_____ DIR Contractor Registration Number:_____

DOSH Registration No._____ Federal ID Number:_____

Street Address:_____

City, State, Zip:_____

Office Phone:_____ Fax Number: _____

Primary Contact & Title:_____

Email Address:_____

Contract Amount:_____

Type of work:

[ ] Brickwork / Masonry	[ ] Carpentry / Millwork	[ ] Concrete
[ ] Electrical – Access Control	[ ] Electrical – Fire Alarm	[ ] Electrical – Telecommunications
[ ] Elevator	[ ] Excavation – Grading	[ ] Excavation – Grading (Site Utilities)
[ ] Fire Protection	[ ] Flooring	[ ] Heavy Construction
[ ] HVAC – Controls	[ ] HVAC – Ductwork	[ ] HVAC – Hydronic
[ ] Landscaping	[ ] Painting	[ ] Paving
[ ] Plumbing	[ ] Roofing /Siding/ Sheet Metal	[ ] Windows / Curtainwall
[ ] Wrecking / Demolition	[ ] Material Supplier Only	[ ] Other: Specify_____

Comments:_____

Authorized Signature:_____

Printed Name/Title: Tony Valentino, President/COO

EXHIBIT H - LABOR COMPLIANCE ADDENDUM

CITY OF PALMDALE PREVAILING WAGE POLICIES

AGREEMENT NUMBER & TITLE	*Agreement Number To Be Determined* **RFP NO. 26-001-3400-2 ELECTRICAL SERVICES AND REPAIRS (AS-NEEDED) REBID**	
CONTRACTOR Name and Address:	Taft Electric Company 1694 Eastman Ave, Ventura, CA 93003	26074 Avenue Hall Unit 7&15 Santa Clarita, CA 91355

By executing this Addendum, Contractor acknowledges and agrees that the work performed pursuant to the above referenced Agreement, including all renewals and extensions, is subject to all applicable provisions. The Contractor acknowledges that he/she has read the Community Workforce Agreement (ATCH C) and agrees to comply with all the provisions and requirements. Failure of the awarded Contractor to provide a Letter of Assent and obtain the required Letters of Assent for all subcontractors may constitute a failure to execute the contract which may result in the loss of the contract.

A. ***Prevailing Wage Requirements.*** California Labor Code require the payment of not less than the general prevailing rate of per diem wages and rates for holiday and overtime and adherence to all labor standards and regulations. The General Prevailing Wage Rates may be adjusted throughout the term of this Agreement. Notwithstanding any other provision of this Agreement, Contractor shall not be entitled to any adjustment in compensation rates in the event there are adjustments to the General Prevailing Wage Rates.

B. ***Audit Rights.*** All records or documents required to be kept pursuant to this Agreement to verify compliance with the Wage Requirement shall be made available for audit at no cost to City, at any time during regular business hours, upon written request by the City Attorney, City Manager, or a designated representative of any of these officers. Copies of such records or documents shall be provided to City for audit at City Hall when it is practical to do so. Otherwise, unless an alternative is mutually agreed upon, the records or documents shall be available at Contractor's address indicated for receipt of notices in this Contract.

C. ***Documentation Provision.*** Contractor acknowledges it has read and understands that, pursuant to the terms and conditions of the Agreement, it is required to comply with the Wage Requirement and to submit certain documentation to the City establishing its compliance with such requirement.

The City retains the right to suspend or terminate the Agreement for cause and to debar Contractor or subcontractors from future City.

CONTRACTOR

By: Valentino

Name: Tony Valentino

Title: President/COO

Date: 3/26/26

EXHIBIT I – CLIENT REFERENCES

The following is a list of four (4) references that most closely reflect similar projects to the scope of work of the City of Palmdale within the past five (5) years. Reference checks are made by written questionnaire and will be sent to any references cited in your Bid response. It is the Bidder's responsibility to ensure that References cited are willing to provide a reference. Please be sure contact information is legible, accurate and complete. The results of the reference checks are compiled and provided to each evaluator to assist in scoring specific criteria.

Reference #1

Name of Organization: The J. Paul Getty Trust

Address: 1200 Getty Center Drive, Los Angeles, CA 90049

Email Address: bjones@getty.edu Fax:

Telephone: 310-440-6145 Contact Name: Bryon Jones

Contact Title: Chief Electrician Service Dates: 7-1-2024 to 9/17/2025

Project Manager: Ryan Trent Bid No. (if applicable)

Summary of Project: Replace existing medium voltage Transformers, load centers,disconnects.

Project Cost: $1k-400k/T&M

Reference #2

Name of Organization: Caruso Affiliated

Address: 15225 Palisades Village Lane, Pacific Palisades,CA 90272

Email Address: kwheeler@caruso.com Fax:

Telephone: 909-568-6342 Contact Name: Kevin Wheeler

Contact Title: Director,Development & Construction Service Dates: 2-1-2025 to Current

Project Manager: Demitri Guerrero Bid No. (if applicable)

Summary of Project: Safe-off and reconstruction of Palisades Village Fire Damage

Project Cost: T&M

Reference #3

Name of Organization: Medallion Contracting

Address: 42424 4th St E, Lancaster, CA 93535-5111

Email Address: mark@medallioncontractinginc.com Fax:

Telephone: 661-992-3348 Contact Name: Mark Barrett

Contact Title: Project Manager/Estimator Service Dates: 12-1-2023 to 3-30-2025

Project Manager: Weston Wulf Bid No. (if applicable)

Summary of Project: Modernization of (2) elementary schools classrooms for Palmdale School District. (Power, lighting, & Data/Comm)

Project Cost: $792,731.00

Reference #4

Name of Organization: Saugus School District

Address: 24930 Avenue Stanford, Santa Clarita, CA 91355

Email Address: pgaytan@saugususd.org Fax:

Telephone: 661-294-5300 Contact Name: Peter Gaytan

Contact Title: Director of Maintenance Operations Transportation & Facilities Service Dates: 2018-Present

Project Manager: Weston Wulf Bid No. (if applicable)

Summary of Project: Maintenance of School buildings and facilities, emergency calls. Management of small projects.

Project Cost: $1k-50k

EXHIBIT J – BIDDERS' QUOTATION SHEET INSTRUCTIONS

RFP NO. 26-001-3400-2 ELECTRICAL SERVICES AND REPAIRS (AS-NEEDED) REBID

Exhibit J – Bidders' Quotation Sheet is provided in a separate document.

State Prevailing Wage

It shall be the responsibility of the contractor to comply, with the prevailing wage legislation in effect in the jurisdiction of the CITY. It shall further be the responsibility of the contractor to monitor the prevailing wage rates as established by the appropriate department of labor for any increase in rates during the term of the resulting contract and adjust wage rates accordingly. The effective date of each determination is ten (10) days after the issue date. (8 CCR § 16000). The general determinations are issued twice a year (February 22nd and August 22nd) and go into effect ten days thereafter (March 3rd in a leap year and March 4th in a non-leap year for determinations issued on February 22nd, and September 1st for determinations issued on August 22nd).

The successful Contractor will be required to pay not less than the general prevailing hourly wage rates, as determined by the Director of the Department of Industrial Relations pursuant to the California Labor Code, for each craft, classification, or type of workman needed to perform the Contract. Respondents can obtain the most current prevailing wage rates at: https://www.dir.ca.gov/OPRL/PWD/index.htm. The successful Contractor shall also be required to comply with applicable State and Federal requirements governing the use of apprentices and helpers. The total compensation paid by the employer to the employee must match the Total Hourly Wage set by the Director in the General Determination. **A worker's title or status with the employer is not determinative of an individual's coverage by the prevailing wage laws. What is determinative is whether the duties performed by the individual on a public works project constitute covered work. (Source: U.S. Department of Labor: Davis-Bacon Act)**

For multi-year contracts to be awarded by the CITY, Bidders may obtain access to prevailing wage rates **Predetermined Increases** with **Increases Footnotes** which are individual spreadsheet tabs within the *Los Angeles County - General Prevailing Wage Determination* MS Excel Workbook indicating issue, expiration and date of next change and amount of increase for classifications applicable to the public work covered in this RFP.

EXHIBIT K - DEVIATIONS and/or EXCEPTIONS FORM

[ ] Specifications and/or Requirements

Contract for Services Provisions
(No exceptions and/or deviations to insurance requirements allowed. (Non-negotiable)

All deviations and/or exceptions to this solicitation must be noted below. **Please do not attach a company letterhead in lieu of any entry on the section below.** In the absence of any entry on the section below, the bidder assures the City of their full compliance with the specification and conditions as listed in this solicitation. The page number, paragraph, and item number should be referenced when deviating from the specification and must be included.

The City reserves the right to reject any or all bid proposals as a result of this RFP and to waive any informality or irregularity in any bid proposal received and to be the sole judge of the merits of the respective bid proposals received, and to accept or further negotiate cost, terms, or conditions of any bid proposal determined by the City to be in the best interest of the City even though not the lowest bid. **This form may be duplicated if additional pages are needed.**

Reference No. **Description**

Taft Electric Company
Company Name

Signature

Tony Valentino, President/COO
Printed Name and Title

EXHIBIT L
STATEMENT ACKNOWLEDGING PENAL AND CIVIL PENALTIES CONCERNING THE CONTRACTORS' LICENSING LAWS

I, the undersigned, certify that I am aware of the following provisions of California law and that I, or the entity on whose behalf this certification is given, hold a currently valid California contractor's license as set forth below:

Business & Professions Code Section 7028.15:

(a) It is a misdemeanor for any person to submit a bid to a public agency in order to engage in the business or act in the capacity of a contractor within this state without having a license therefor, except in any of the following cases:

(1) The person is particularly exempted from this chapter.
(2) The bid is submitted on a state project governed by Section 10164 of the Public Contract Code or on any local agency project governed by Section 20104 [now 20103.5] of the Public Contract Code.

(b) If a person has been previously convicted of the offense described in this section, the court shall impose a fine of 20 percent of the price of the contract under which the unlicensed person performed contracting work, or four thousand five hundred dollars ($4,500), whichever is greater, or imprisonment in the county jail for not less than 10 days nor more than six months, or both. In the event the person performing the contracting work has agreed to furnish materials and labor on an hourly basis, the price of the contract for the purposes of this subdivision means the aggregate sum of the cost of materials and labor furnished and the cost of completing the work to be performed.

(c) This section shall not apply to a joint venture license, as required by Section 7029.1. However, at the time of making a bid as a joint venture, each person submitting the bid shall be subject to this section with respect to his or her individual licensure.

(d) This section shall not affect the right or ability of a licensed architect, land surveyor, or registered professional engineer to form joint ventures with licensed contractors to render services within the scope of their respective practices.

(e) Unless one of the foregoing exceptions applies, a bid submitted to a public agency by a contractor who is not licensed in accordance with this chapter shall be considered non-responsive and shall be rejected by the public agency. Unless one of the foregoing exceptions applies, a local public agency shall, before awarding a contract or issuing a purchase order, verify that the contractor was properly licensed when the contractor submitted the bid. Notwithstanding any other provision of law, unless one of the foregoing exceptions applies, the registrar may issue a citation to any public officer or employee of a public entity who knowingly awards a contract or issues a purchase order to a contractor who is not licensed pursuant to this chapter.

The amount of civil penalties, appeal, and finality of such citations shall be subject to Sections 7028.7 to 7028.13 inclusive. Any contract awarded to, or any purchase order issued to, a contractor who is not licensed pursuant to this chapter is void.

(f) Any compliance or noncompliance with subdivision (e) of this section, as added by Chapter 863 of the Statutes of 1989, shall not invalidate any contract or bid awarded by a public agency during which time that subdivision was in effect.

(g) A public employee or officer shall not be subject to a citation pursuant to this section if the public employee, officer, or employing agency made an inquiry to the board for the purposed of verifying the license status of any person or contractor and the board failed to respond to the inquiry within three business days. For purposes of this section, a telephone response by the board shall be deemed sufficient.

Public Contract Code Section 20103.5

In all contracts subject to this part where federal funds are involved, no bid submitted shall be invalidated by the failure of the bidder to be licensed in accordance with the laws of this state. However, at the time the contract is awarded, the contractor shall be properly licensed in accordance with the laws of this state. The first payment for work or material under any contract shall not be made unless and until the Registrar of Contractors verifies to the agency that the records of the Contractors' State License Board indicate that the contractor was properly licensed at the time the contract was awarded. Any bidder or contractor not so licensed shall be subject to all legal penalties imposed by law, including, but not limited to, any appropriate disciplinary action by the Contractors' State License Board. The agency shall include a statement to that effect in the standard form of prequalification questionnaire and financial statement. Failure of the bidder to obtain proper and adequate licensing for an award of a contract shall constitute a failure to execute the contract and shall result in the forfeiture of the security of the bidder.

License No: 772245

Class: A,B,C7,C10

Expiration Date: 12/31/2027

Taft Electric Company
Firm Name of Bidder

BY: Tony Valentino
Signature of Authorized Officer

President/COO
Title of Officer

DATE: 3/26/26

SURETY BOND
Exhibit M

Bonding: Each Bidder shall submit a bid bond on the bond form enclosed in the RFQ, in an amount of not less than ___% of the total bid amount (including all possible alternates), to the _____, prior to the bid closing date and time. Acceptable forms of Bid Bonds: 1.) An Electronic Bid Bond, provided by Surety2000.com, (verified by an eleven-digit code which is generated by the Surety2000 system) and provided by the Contractor with his/her bid submission. Bid bonds must be issued by a surety company authorized to conduct business in the State of _____, and carrying a rating of ___ or better as listed in the A.M. Best or equivalent rating guide. The bid bond shall guarantee good faith on the part of the Bidder, to enter into contract within _____ days at the price bid, if accepted by _____.

How to obtain an Electronic Bid Bond from Surety2000:

1. Bidder must register with Surety2000 by visiting www.surety2000.com. If you have already registered with Surety2000 previously you will not need to register again.
2. Verify that your Surety Broker is registered with Surety2000. If they are not direct them to visit www.surety2000.com to register.
3. Provide your Surety Broker the bond details for the proposal you want to bid to.
4. Once your Surety Broker has confirmed execution of the electronic bond creating log into the www.surety2000.com to digitally sign the bond and receive the eleven-digit bond number.
5. Enter this number where indicated in the bid proposal submission.

Per Q&A 3/05/2026 - No bid bond required.

PLANET BIDS

City of Palmdale

Electrical Services & Repairs (As-Needed) REBID RFP 26-001-3400-2

Q&A Deadline March 19, 2026 2:00 PM (PDT)

Set 1 Released via Email 03/05/2026 3:18 PM (PDT) – 1 question

1.1 Is a bid bond required? The bid bond form is not listed as part of the "Attachment A – Exhibit Forms".

Answer A bid bond is not required. However, per section 4 (L): Bid Security Bonds (If the individual project exceeds $25,000, the Awarded Contractor shall provide a Performance and Payment Bond in the full amount of the individual project.
(X)] The successful Contractor shall post a performance bond, certified check or money order in the amount of 100% of the contract price if awarded the purchase. Such bond is
requested by the CITY before the day of City Council approval of the contract and collected within ten (10) days as a guarantee of timely delivery and that equipment,
materials and/or goods are delivered according to specifications. CITY may request the Bond sooner, if time is of the essence on the project.
[X] The successful Contractor shall post a payment bond in the amount of 100% of the contract price if awarded the purchase. Such bond is requested by the CITY before the
day of City Council approval of the contract and collected within ten (10) days. CITY may request the Bond sooner, if time is of the essence on the project.
Except as otherwise provided in the price agreement, a Bidder to whom a Contract is awarded shall promptly furnish, at his own cost and expense, the requisite Faithful Performance and Payment Bonds with a responsible Corporate Surety authorized to issue such bonds in California on the bond forms provided by the CITY, (or form approved by the City Attorney) and subject to approval of the City Attorney.

ATTACHMENT B - SAMPLE CONTRACT FOR SERVICES
(City-Approved Agreement No. TBD)

Sample Contract: Provided in a separate document.

EXHIBIT J
BIDDERS' QUOTATION SHEET
RFP No. 26-001-3400-2 Electrical Services & Repairs (As Needed) REBID

For evaluation, the City shall assume specification items left blank will not be furnished and shall be automatically interpreted as a "NO" for that particular item. Any deviations from the written specification as shown in this RFP shall be noted on the City provided form, Exhibit K - Deviations and Exceptions Form. Respondents are to itemize any and all additional charges to furnish and deliver services bid.

Enter unit prices for Electrical Services (As Needed) and other support services. Pricing shall be firm fixed price and shall include all costs in accordance with all contract requirements, including but not limited to fully-burdened labor, payroll and other taxes, fringes, licenses and permits, insurance, workforce productivity, coordination, transportation, field overhead, general and administrative overhead, and profit. The Bidder shall submit all costs to the CITY.

Quotation sheet shall be used as the Fee Schedule on the resulting Master Agreement for these services. Pricing shall be applied to each Project Authorization Agreement's (PAA) Cost Proposal exhibit based on the scope of work detailed within that individual PAA.

Hourly Labor Rates: Shall reflect prevailing wage total hourly rates (set by the California Department of Industrial Relations for Statewide, Southern California, or Los Angeles County, as applicable), plus the Bidder's mark up. Bidder must provide the DIR Craft Classification used. Bidder's mark up shall include labor, incidental trade-related materials, tools, equipment, transportation/ mobilization/ vehicle expenses/ fuel, relevant expenses, taxes, insurances, bonding, overhead and profit, traffic control, permits, and public noticing, as required, to accomplish the work in accordance with the City's contract requirements and specifications. Mark Up does not include non-incidental materials or equipment rentals – refer below. Billable hours start upon arrival to the job site, and will not be be charged portal to portal.

A.	Labor Rates for Service Calls						
ITEM	DESCRIPTION	UOM	YEAR 1: 2026*	YEAR 2: 2027	YEAR 3: 2028	YEAR 4: 2029^	YEAR 5: 2030^
1	**DIR Electrician Craft Classification used for labor rates: *Required***	Classification					
2	Foreman - Standard	Per Hour	$ 156.82	$ 167.80	$ 179.54	$ 192.11	$ 205.56
3	Foreman - Overtime	Per Hour	$ 198.83	$ 212.75	$ 227.64	$ 243.58	$ 260.63
4	Foreman - Premium (Sundays/Holidays/Emergency)	Per Hour	$ 238.83	$ 255.55	$ 273.44	$ 292.58	$ 313.06
5	Journeyman - Standard	Per Hour	$ 144.72	$ 154.85	$ 165.69	$ 177.29	$ 189.70
6	Journeyman - Overtime	Per Hour	$ 182.60	$ 195.38	$ 209.06	$ 223.69	$ 239.35
7	Journeyman - Premium (Sunday/Holiday/Emergency)	Per Hour	$ 220.47	$ 235.90	$ 252.42	$ 270.09	$ 288.99
8	Apprentice - Standard	Per Hour	$ 115.68	$ 123.78	$ 132.44	$ 141.71	$ 151.63
9	Apprentice - Overtime	Per Hour	$ 143.52	$ 153.57	$ 164.32	$ 175.82	$ 188.13
10	Apprentice - Premium (Sunday/Holiday/Emergency)	Per Hour	$ 172.36	$ 184.43	$ 197.33	$ 211.15	$ 225.93
	Subtotal		**$ 1,573.83**	**$ 1,684.01**	**$ 1,801.88**	**$ 1,928.02**	**$ 2,062.98**
							$ 9,050.72

B.	Task/Equipment Rates						
ITEM	DESCRIPTION	UOM	YEAR 1: 2026*	YEAR 2: 2027	YEAR 3: 2028	YEAR 4: 2029^	YEAR 5: 2030^
1	Service Call/Mobilization Fee, if applicable	Per Visit	$ 727.28	$ 779.20	$ 834.16	$ 896.44	$ 954.24
2	Emergency Response/Mobilization Fee, if applicable	Per Visit	$ 527.66	$ 565.10	$ 604.88	$ 649.16	$ 692.12
3	Service Body Truck/Vehicle	Per Hour	$ 25.00	$ 27.00	$ 29.00	$ 32.00	$ 33.00
4	Service Body Truck w/ Bucket Lift	Per Hour	$ 100.00	$ 107.00	$ 115.00	$ 123.00	$ 132.00
5	Scissor Lift to 60'	Per Hour	$ 80.00	$ 86.00	$ 92.00	$ 98.00	$ 105.00
6	Aerial Man Lift to 80'	Per Hour	$ 175.00	$ 188.00	$ 201.00	$ 215.00	$ 230.00
	Subtotal		**$ 1,634.94**	**$ 1,752.30**	**$ 1,876.04**	**$ 2,013.60**	**$ 2,146.36**
							$ 9,423.24

C.	Other Items		
ITEM	DESCRIPTION	UOM	RESPONSE
1	Material Mark-Up, if Contractor provides non-incidental materials.	%	15
2	Equipment Rental+ Mark-Up	%	10
3	Minimum Hours charged for scheduled/weekday call outs	Min. # of Hours	4
4	Minimum Hours charged for weekend/holiday/emergency call outs	Min. # of Hours	2

+ Rentals shall not include standard equipment for the Contractor's trade. Baseline equipment rental prices, before mark up, shall not exceed Caltrans Equipment Rental Rates unless previously approved by the City.

* Year 1 will also include any remaining months in calendar year 2025.
^ Option to extend year(s)

March 18, 2026

Ms. Tina Bytheway
Taft Electric Company
PO Box 3416
Ventura, CA 93006

Re: Experience Modification Rate for Taft Electric Company

Dear Tina,

Following is the 10 year history of Experience Modification Rates for Taft Electric Company and the coming 2026 Experience Modification Rate:

Year	EMR	Effective Date
2026	.77	3/1/26
2025	.86	3/1/25
2024	.76	3/1/24
2023	1.00	3/1/23 Revised
2022	.76	3/1/22 Revised
2021	.83	1/1/21
2020	.64	1/1/20
2019	.89	1/1/19
2018	.81	1/1/18
2017	1.08	1/1/17

Please contact our office should you have any questions.

Sincerely,

Alexis Berlanga

Alexis Berlanga
Alliant Insurance Services, Inc.
Senior Account Manager
Direct: (949) 660-5965
aberlanga@allaint.com

STATE OF CALIFORNIA
dca
DEPARTMENT OF CONSUMER AFFAIRS

CONTRACTORS STATE LICENSE BOARD ACTIVE LICENSE

License Number **772245** Entity CORP

Business Name TAFT ELECTRIC COMPANY

Classification(s) A B C10 C-7

Expiration Date 12/31/2027 www.cslb.ca.gov

CITY OF PALMDALE
BUSINESS LICENSE

"For Services Provided in the City of Palmdale, California Only"

2026

TO BE POSTED IN A CONSPICUOUS PLACE AND NOT TRANSFERABLE OR ASSIGNABLE.

Business Name TAFT ELECTRIC COMPANY

Business Location 1694 EASTMAN AVE
VENTURA, CA 93003-5782

Business Owner(s) TAFT ELECTRIC COMPANY
TAFT ELECTRIC COMPANY

RENEE SCHANIEL
TAFT ELECTRIC COMPANY
PO BOX 3416
VENTURA, CA 93006-3416

License Description SUBCONTRACTOR - C/D - YEARLY

License Number 11600505

Effective Date January 01, 2026

Expiration Date December 31, 2026

THIS BUSINESS LICENSE DOES NOT PERMIT A BUSINESS THAT IS OTHERWISE PROHIBITED.

For all inquiries regarding this license, contact HdL Business Support Center at (661) 247-8384.

TAFT ELECTRIC COMPANY :

Thank you for your payment on your City of Palmdale Business License. **ALL LICENSES MUST BE AVAILABLE FOR INSPECTION UPON REQUEST.** If you have questions concerning your business license, contact the Business Support Center via email at: palmdale@hdlgov.com or by telephone at: **(661) 247-8384**.

Keep this portion for your license separate in case you need a replacement for any lost, stolen, or destroyed license. A fee may be charged for a replacement or duplicate license.

This license does not entitle the holder to conduct business before complying with all requirements of the Palmdale Municipal code and other applicable laws, nor to conduct business in a zone where conducting such business violates law.

If you have a fixed place of business within the City of Palmdale please display the Business License above in a conspicuous place at the premises. Otherwise, every Business License holder not having a fixed place of business in the City shall keep the Business License upon his or her person, or affixed in plain view to any cart, vehicle, van or other movable structure or device at all times if required by the Collector.

Starting January 1, 2021, Assembly Bill 1607 requires the prevention of gender-based discrimination of business establishments. A full notice is available in English or other languages by going to: https://www.dca.ca.gov/publications/

Please visit the City of Palmdale website **https://cityofpalmdale.org/620/Bid-Opportunities** to register for bid opportunities to do business with the City.

BUSINESS LICENSING
8839 N CEDAR AVE #212
FRESNO, CA 93720-1832

City of Palmdale
BUSINESS LICENSE

RENEE SCHANIEL
TAFT ELECTRIC COMPANY
PO BOX 3416
VENTURA, CA 93006-3416

License Number: **11600505**

Date of Issue: **01/01/2026**

2025-06-16 10:08:20 system

Registration Date

*Contractor

1000000149 - TAFT ELECTRIC COMPANY

Registration Status

Future

*Registration Start Date

2025-07-01

*Registration End Date

2028-06-30

Transaction

TRANSACT0029795

☑ Renewal

Activity

Activity
No readable comment field

Zurich North America Surety
Los Angeles Branch
777 S. Figueroa Street, Suite 3900
Los Angeles, California 90017
Phone (213) 270-0715 Fax (213) 270-0845 Email austin.medina@zurichna.com

January 13, 2026

Re: Taft Electric Company – Surety Prequalification Letter

To Whom It May Concern:

We at Alliant Insurance Services, Inc. have the pleasure of handling Taft Electric Company's bonding requirements through Zurich American Insurance Company and/or its subsidiary, Fidelity and Deposit Company of Maryland, which carries an "A+" Rating by A.M. Best, is licensed in all 50 states and is listed in the current United States Department of the Treasury Circular 570. Taft Electric Company is an organization with a bonding capacity of $150,000,000 single and $400,000,000 aggregate.

Our investigation of this firm clearly indicates a company thoroughly versed in the construction industry with a great depth of experienced people who have become well known for their ability to complete jobs on schedule and within budget, complemented with excellent workmanship. We have found their relationship with contractors and suppliers to be far above average, which we feel is of great importance to a well-run project.

We understand that Taft Electric Company is desirous of becoming pre-qualified by your organization. Based upon our normal underwriting conditions being prevalent, if we are requested by our client to execute a faithful performance, guarantee and labor and material bonds as required by the terms of any contract awarded to them, we can foresee no difficulty in fulfilling such a request. Final approval of such bonds, however, would be subject to review and approval of the contract terms and conditions (including bond forms) and confirmation of full project financing.

This letter is not an assumption of liability, nor is it a bid bond or performance bond. It is issued only as a bonding referenced requested by our client.

Sincerely,
Zurich American Insurance Company
Fidelity and Deposit Company of Maryland

Heather Saltarelli

Heather Saltarelli, Attorney-in-Fact

A1055

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 Orange)

On JAN 1 3 2026 before me, Leigh McDonough, Notary Public,
Date *Here Insert Name and Title of the Officer*

personally appeared Heather Saltarelli
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.

LEIGH MCDONOUGH
Notary Public - California
Orange County
Commission # 2513111
My Comm. Expires Mar 25, 2029

Signature
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: _____ Document Date: _____

Number of Pages: _____ Signer(s) Other Than Named Above: _____

Capacity(ies) Claimed by Signer(s)

Signer's Name: _____
Corporate Officer — Title(s): _____
Partner — Limited General
Individual x 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: _____

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ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND
POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS: That the ZURICH AMERICAN INSURANCE COMPANY, a corporation of the State of New York, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, a corporation of the State of Illinois, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND a corporation of the State of Illinois (herein collectively called the "Companies"), by Christopher Nolan, Vice President, in pursuance of authority granted by Article V, Section 8, of the By-Laws of said Companies, which are set forth on the reverse side hereof and are hereby certified to be in full force and effect on the date hereof, do hereby nominate, constitute, and appoint **Rachelle RHEAULT, Leigh MCDONOUGH, Mark RICHARDSON, Kevin CATHCART, Terah LANE, Kim LUU, Heather SALTARELLI, Mike PARIZINO, Jeri L. APODACA, Kim HEREDIA of Irvine, California,** its true and lawful agent and Attorney-in-Fact, to make, execute, seal and deliver, for, and on its behalf as surety, and as its act and deed: any and all bonds and undertakings, and the execution of such bonds or undertakings in pursuance of these presents, shall be as binding upon said Companies, as fully and amply, to all intents and purposes, as if they had been duly executed and acknowledged by the regularly elected officers of the ZURICH AMERICAN INSURANCE COMPANY at its office in New York, New York., the regularly elected officers of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at its office in Owings Mills, Maryland., and the regularly elected officers of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at its office in Owings Mills, Maryland., in their own proper persons.

The said Vice President does hereby certify that the extract set forth on the reverse side hereof is a true copy of Article V, Section 8, of the By-Laws of said Companies, and is now in force.

IN WITNESS WHEREOF, the said Vice-President has hereunto subscribed his/her names and affixed the Corporate Seals of the said **ZURICH AMERICAN INSURANCE COMPANY, COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND**, this 14th day of October, A.D. 2025.

ATTEST:
ZURICH AMERICAN INSURANCE COMPANY
COLONIAL AMERICAN CASUALTY AND SURETY COMPANY
FIDELITY AND DEPOSIT COMPANY OF MARYLAND

By: Christopher Nolan
Vice President

By: Dawn E. Brown
Secretary

State of Maryland
County of Baltimore

On this 14th day of October, A.D. 2025, before the subscriber, a Notary Public of the State of Maryland, duly commissioned and qualified, **Christopher Nolan, Vice President and Dawn E. Brown, Secretary** of the Companies, to me personally known to be the individuals and officers described in and who executed the preceding instrument, and acknowledged the execution of same, and being by me duly sworn, deposeth and saith, that he/she is the said officer of the Company aforesaid, and that the seals affixed to the preceding instrument are the Corporate Seals of said Companies, and that the said Corporate Seals and the signature as such officer were duly affixed and subscribed to the said instrument by the authority and direction of the said Corporations.

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed my Official Seal the day and year first above written.

Genevieve M. Maison
Notary Public
My Commission Expire January 27, 2029

Authenticity of this bond can be confirmed at bondvalidator.zurichna.com or 410-559-8790

EXTRACT FROM BY-LAWS OF THE COMPANIES

"Article V, Section 8, Attorneys-in-Fact. The Chief Executive Officer, the President, or any Executive Vice President or Vice President may, by written instrument under the attested corporate seal, appoint attorneys-in-fact with authority to execute bonds, policies, recognizances, stipulations, undertakings, or other like instruments on behalf of the Company, and may authorize any officer or any such attorney-in-fact to affix the corporate seal thereto; and may with or without cause modify of revoke any such appointment or authority at any time."

CERTIFICATE

I, the undersigned, Vice President of the ZURICH AMERICAN INSURANCE COMPANY, the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY, and the FIDELITY AND DEPOSIT COMPANY OF MARYLAND, do hereby certify that the foregoing Power of Attorney is still in full force and effect on the date of this certificate; and I do further certify that Article V, Section 8, of the By-Laws of the Companies is still in force.

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the ZURICH AMERICAN INSURANCE COMPANY at a meeting duly called and held on the 15th day of December 1998.

RESOLVED: "That the signature of the President or a Vice President and the attesting signature of a Secretary or an Assistant Secretary and the Seal of the Company may be affixed by facsimile on any Power of Attorney...Any such Power or any certificate thereof bearing such facsimile signature and seal shall be valid and binding on the Company."

This Power of Attorney and Certificate may be signed by facsimile under and by authority of the following resolution of the Board of Directors of the COLONIAL AMERICAN CASUALTY AND SURETY COMPANY at a meeting duly called and held on the 5th day of May, 1994, and the following resolution of the Board of Directors of the FIDELITY AND DEPOSIT COMPANY OF MARYLAND at a meeting duly called and held on the 10th day of May, 1990.

RESOLVED: "That the facsimile or mechanically reproduced seal of the company and facsimile or mechanically reproduced signature of any Vice-President, Secretary, or Assistant Secretary of the Company, whether made heretofore or hereafter, wherever appearing upon a certified copy of any power of attorney issued by the Company, shall be valid and binding upon the Company with the same force and effect as though manually affixed.

IN TESTIMONY WHEREOF, I have hereunto subscribed my name and affixed the corporate seals of the said Companies, this_____ day of JAN 13 2026

Mary Jean Pethick
Vice President

TO REPORT A CLAIM WITH REGARD TO A SURETY BOND, PLEASE SUBMIT A COMPLETE DESCRIPTION OF THE CLAIM INCLUDING THE PRINCIPAL ON THE BOND, THE BOND NUMBER, AND YOUR CONTACT INFORMATION TO:

Zurich Surety Claims
1299 Zurich Way
Schaumburg, IL 60196-1056
reportsfclaims@zurichna.com
800-626-4577

Authenticity of this bond can be confirmed at bondvalidator.zurichna.com or 410-559-8790

Taft Electric Co.

DIVISION 850

SERVICE & SPECIAL PROJECTS

Taft Electric Overview

- Serving the electrical construction industry for over 75 years.
- The late owner Bud Hartman transitioned the company to "Employee Owned and Operated" in 2017. Employee owned means un-waivered dedication and reliability.
- We operate out of 8 office currently across California. Headquartered in Ventura.
- With our Service and Special projects teams we can handle a wide array of issues. From 24/7 rapid response to get customers back online following an equipment failure to budgeting and designing you next large project.
- From projects big to small we do it all.

Our Core Values. Why Choose Taft?

- **Trade Partners**
- **Trust and Transparency**
- **Create solutions/ remove problems**
- **Performance is everything**

- Licensed, Insured, and Bonded
- Proven Track Record of On-Time & On-Budget Delivery
- Transparent Communication & Client Collaboration
- Committed to Jobsite Safety & Regulatory Compliance
- Skilled Workforce & Trusted Trade Partners
- Cutting-Edge Construction Technology (BIM, Drones, Project Management Software, and AI technologies.)
- We prioritize the health and safety of our teams and clients. Our projects follow rigorous safety protocols, OSHA standards, and ongoing training to maintain an accident-free environment.(TOP DOWN SAFETY)

Major Markets Served

- Data Center and tech storage
- Healthcare and Hospitals
- Bio-Pharm
- EV Charger
- Schools
- Defense Plants
- Movie Studio
- Solar/ Renewable Energy
- Museum & Arts
- Theater & Stadium Construction
- Waste water treatment
- Substations
- Chemical Plants
- Power Generation Station
- Government Buildings
- Correctional Facilities
- Emergency Service Buildings
- Military Bases
- Energy Management Systems
- Food and Berverage
- Oil & Gas
- Hotels & Hospitality
- Retail & More…

Installation Services

Installation Services

- New Construction Electrical Systems
- Lighting System Installation (Interior & Exterior)
- Power Distribution Systems
- Generator Installation & Backup Systems
- EV Charging Stations
- Fire Alarm System Installation
- Low Voltage Systems (Data, Voice, Audio/Visual)
- Solar Power System Installation
- Switchgear and Panel Installation
- Building Automation Systems (BAS)

Maintenance & Repair Services

- Preventive Electrical Maintenance
- Lighting Maintenance & Retrofit
- Breaker and Panel Maintenance
- Thermal Imaging & Infrared Inspections
- Emergency Electrical Repairs (24/7 Service)
- Troubleshooting & Diagnostics
- Grounding & Surge Protection Checks
- Power Quality Monitoring & Correction

Tenant Improvement & Renovation Services

- Office Build-Outs
- Retail Store Electrical Upgrades
- Warehouse & Industrial Facility Upgrades
- Lighting Design & Reconfiguration

Design-Build & Engineering Services

- Electrical System Design & Drafting
- Value Engineering
- Load Analysis & Power Studies
- CAD/BIM Electrical Drawings
- Coordination with Architects and General Contractors
- Turn key customer solutions

Compliance & Safety Services

- Electrical Code Upgrades
- OSHA Safety Compliance Support
- Arc Flash Hazard Analysis
- NFPA 70E Compliance Services
- Permitting & Inspections Coordination

Specialized Systems

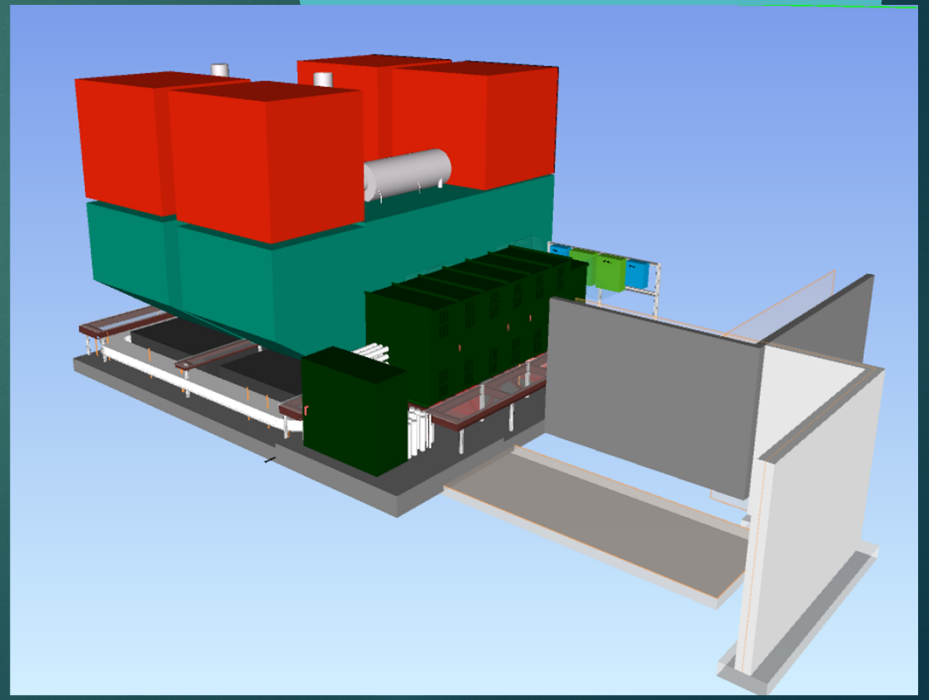
- Access Control & Security Systems
- CCTV & Surveillance System Wiring
- Uninterruptible Power Supply (UPS) Systems
- Building Management Systems Integration
- Energy Management & Efficiency Solutions
- Generator/ ATS / back up power systems
- Battery Storage
- EV charger installation and commissioning

Pre-construction / Prefabrication

- Early procurement
- Early project evaluation to eliminate project pit falls
- Offsite prefabrication facility allowing us to perform project scope remotely and ship to project as assemblies for simple reliable installation
- Use of “Just in time” deliveries for enhanced job site flow and project scheduling

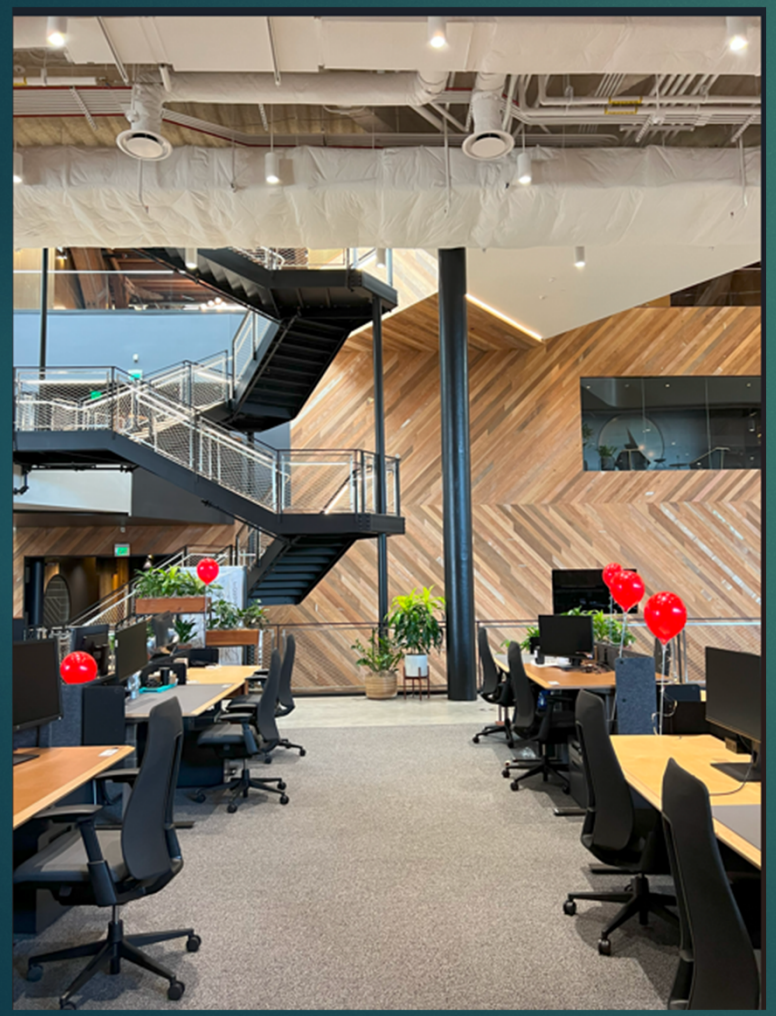
RECENT PROJECTS

- Lancaster Municipal Stadium Renovation
- Coresite LA1 Generator 7 & 8 Replacement



Recent Projects (cont.)

Spruce Goose Office TI



- GMC Pasadena EV Charger Installation

Recent Projects Cont.

- AVTA Bus Charging Depot

Recent Projects Cont.

- Alameda 12.47kv to 4.16 KV Redundant Substation

- Getty Air Handler Replacement (72 Units)

Division 850 – Meet the team

Weston Wulf - Division Manager
805-207-1939 - Cell

wwulf@taftelectric.com

Kent Wulf | Superintendent
805-833-0139 - Cell

Kwulf@taftelectric.com

Ryan Trent - Project Manager
805-290-5951 - Cell

rtrent@taftelectric.com

Demitri Guerrero- Assistant Project Manager
805-561-0569 - Cell

dguerrero@taftelectric.com

Peter Anselmo- Project Manager
(510) 925-1389 - Direct
805-767-1125 - Cell

PAnselmo@taftelectric.com

Jerome Landon- Superintendent

805-561-1094- Cell

jlandon@taftelectric.com

Dylan Mettler- Project Manager
805-833-0010 - Cell

dmettler@taftelectric.com

Eric Carpenter - Service Superintendent
805-856-8799 - Cell

ecarpenter@taftelectric.com

Taft Electric Co.

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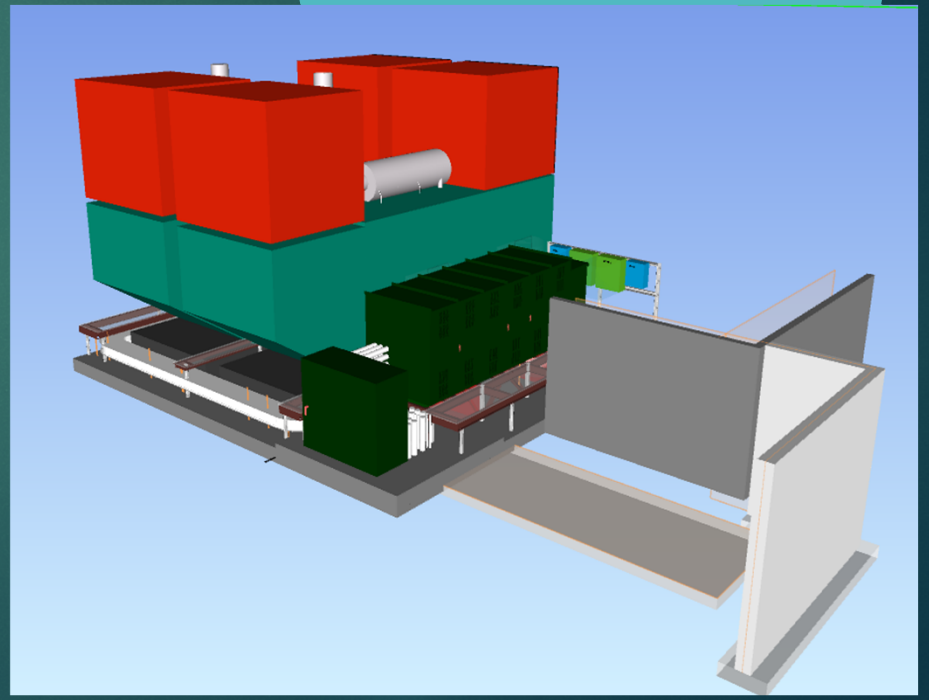

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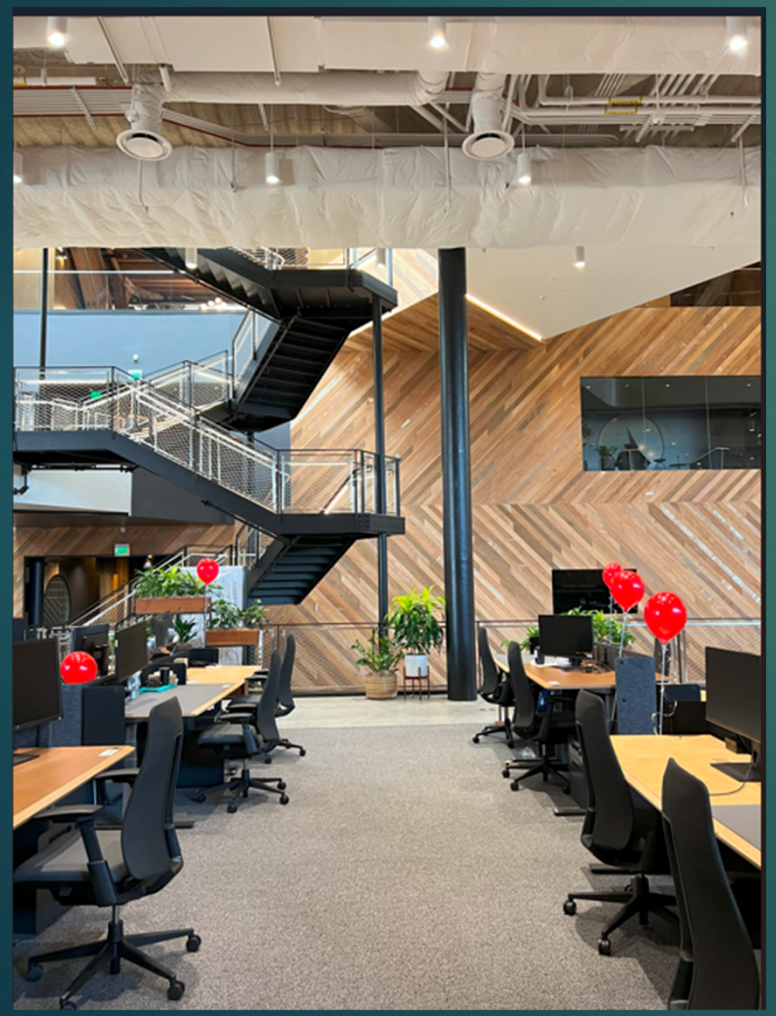

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EXHIBIT J
BIDDERS' QUOTATION SHEET
RFP No. 26-001-3400-2 Electrical Services & Repairs (As Needed) REBID

For evaluation, the City shall assume specification items left blank will not be furnished and shall be automatically interpreted as a "NO" for that particular item. Any deviations from the written specification as shown in this RFP shall be noted on the City provided form, Exhibit K - Deviations and Exceptions Form. Respondents are to itemize any and all additional charges to furnish and deliver services bid.

Enter unit prices for Electrical Services (As Needed) and other support services. Pricing shall be firm fixed price and shall include all costs in accordance with all contract requirements, including but not limited to fully-burdened labor, payroll and other taxes, fringes, licenses and permits, insurance, workforce productivity, coordination, transportation, field overhead, general and administrative overhead, and profit. The Bidder shall submit all costs to the CITY.

Quotation sheet shall be used as the Fee Schedule on the resulting Master Agreement for these services. Pricing shall be applied to each Project Authorization Agreement's (PAA) Cost Proposal exhibit based on the scope of work detailed within that individual PAA.

Hourly Labor Rates: Shall reflect prevailing wage total hourly rates (set by the California Department of Industrial Relations for Statewide, Southern California, or Los Angeles County, as applicable), plus the Bidder's mark up. Bidder must provide the DIR Craft Classification used. Bidder's mark up shall include labor, incidental trade-related materials, tools, equipment, transportation/ mobilization/ vehicle expenses/ fuel, relevant expenses, taxes, insurances, bonding, overhead and profit, traffic control, permits, and public noticing, as required, to accomplish the work in accordance with the City's contract requirements and specifications. Mark Up does not include non-incidental materials or equipment rentals – refer below. Billable hours start upon arrival to the job site, and will not be be charged portal to portal.

A.	Labor Rates for Service Calls						
ITEM	DESCRIPTION	UOM	YEAR 1: 2026*	YEAR 2: 2027	YEAR 3: 2028	YEAR 4: 2029^	YEAR 5: 2030^
1	**DIR Electrician Craft Classification used for labor rates: *Required***	Classification					
2	Foreman - Standard	Per Hour	$ 156.82	$ 167.80	$ 179.54	$ 192.11	$ 205.56
3	Foreman - Overtime	Per Hour	$ 198.83	$ 212.75	$ 227.64	$ 243.58	$ 260.63
4	Foreman - Premium (Sundays/Holidays/Emergency)	Per Hour	$ 238.83	$ 255.55	$ 273.44	$ 292.58	$ 313.06
5	Journeyman - Standard	Per Hour	$ 144.72	$ 154.85	$ 165.69	$ 177.29	$ 189.70
6	Journeyman - Overtime	Per Hour	$ 182.60	$ 195.38	$ 209.06	$ 223.69	$ 239.35
7	Journeyman - Premium (Sunday/Holiday/Emergency)	Per Hour	$ 220.47	$ 235.90	$ 252.42	$ 270.09	$ 288.99
8	Apprentice - Standard	Per Hour	$ 115.68	$ 123.78	$ 132.44	$ 141.71	$ 151.63
9	Apprentice - Overtime	Per Hour	$ 143.52	$ 153.57	$ 164.32	$ 175.82	$ 188.13
10	Apprentice - Premium (Sunday/Holiday/Emergency)	Per Hour	$ 172.36	$ 184.43	$ 197.33	$ 211.15	$ 225.93
	Subtotal		**$ 1,573.83**	**$ 1,684.01**	**$ 1,801.88**	**$ 1,928.02**	**$ 2,062.98**
							$ 9,050.72

B.	Task/Equipment Rates						
ITEM	DESCRIPTION	UOM	YEAR 1: 2026*	YEAR 2: 2027	YEAR 3: 2028	YEAR 4: 2029^	YEAR 5: 2030^
1	Service Call/Mobilization Fee, if applicable	Per Visit	$ 727.28	$ 779.20	$ 834.16	$ 896.44	$ 954.24
2	Emergency Response/Mobilization Fee, if applicable	Per Visit	$ 527.66	$ 565.10	$ 604.88	$ 649.16	$ 692.12
3	Service Body Truck/Vehicle	Per Hour	$ 25.00	$ 27.00	$ 29.00	$ 32.00	$ 33.00
4	Service Body Truck w/ Bucket Lift	Per Hour	$ 100.00	$ 107.00	$ 115.00	$ 123.00	$ 132.00
5	Scissor Lift to 60'	Per Hour	$ 80.00	$ 86.00	$ 92.00	$ 98.00	$ 105.00
6	Aerial Man Lift to 80'	Per Hour	$ 175.00	$ 188.00	$ 201.00	$ 215.00	$ 230.00
	Subtotal		**$ 1,634.94**	**$ 1,752.30**	**$ 1,876.04**	**$ 2,013.60**	**$ 2,146.36**
							$ 9,423.24

C.	Other Items		
ITEM	DESCRIPTION	UOM	RESPONSE
1	Material Mark-Up, if Contractor provides non-incidental materials.	%	15
2	Equipment Rental+ Mark-Up	%	10
3	Minimum Hours charged for scheduled/weekday call outs	Min. # of Hours	4
4	Minimum Hours charged for weekend/holiday/emergency call outs	Min. # of Hours	2

+ Rentals shall not include standard equipment for the Contractor's trade. Baseline equipment rental prices, before mark up, shall not exceed Caltrans Equipment Rental Rates unless previously approved by the City.

* Year 1 will also include any remaining months in calendar year 2025.
^ Option to extend year(s)

City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
MAINTENANCE DIVISION

DISTRICT: **ALL**

SUBJECT: **APPROVE REQUISITION WITH MORGAN INGLAND LLC FOR COMMERCIAL STREETLIGHT POLES FOR A TOTAL NOT TO EXCEED AMOUNT OF $265,180 FOR FISCAL YEAR 2026-27**

RECOMMENDATION

Staff recommend that the City Council:

1. Approve Requisition No. 270001 with Morgan Ingland LLC for commercial streetlight poles for a total not to exceed amount of $265,180 for Fiscal Year 2026-76; and,

2. Authorize the City Manager or his designee to approve the requisition and resulting purchase order with Morgan Ingland LLC, including minimal and/or non-substantial changes.

BACKGROUND

City Traffic Signal and Streetlight Division maintain approximately 18,000 streetlight poles throughout the community, which play a critical role in supporting public safety and the transportation network. Streetlight poles are routinely damaged due to vehicle collisions, vandalism, weather-related incidents, and normal wear and tear. Timely replacement of damaged poles and associated components is essential to restore roadway and pedestrian illumination, maintain visibility, enhance public safety, and ensure compliance with applicable lighting standards. All replacement poles, foundations, hardware, and related components must conform to City specifications to ensure system compatibility, structural integrity, reliability, and a consistent appearance throughout the City's streetlighting infrastructure. Maintaining an adequate inventory of these materials enables the Division to respond promptly to outages and damage, minimizing service disruptions and preserving safe and efficient public roadways.

DISCUSSION

To meet ongoing needs for commercial streetlight poles, the City issued Invitation for Bid No. 24-001-3220 on February 14, 2024. Two bids were received, and Morgan Ingland LLC was determined to be the lowest responsive bidder. The City Council approved the purchase order contract for Fiscal Year 2024-25 on June 26, 2024, which included two optional one-year extensions. The first purchase order extension was approved by City Council on July 15, 2026 for Fiscal Year 2025-26.

Commodity purchases are authorized through the City's requisition and purchase order process; therefore, a separate contract is not typically required. The purchase order serves as the binding agreement and incorporates the vendors' pricing, product specifications, delivery requirements, and the City's standard terms and conditions.

Staff recommend exercising the second and final purchase order extension with Morgan Ingland LLC for Fiscal Year 2026-27. Maintaining an adequate inventory of streetlight poles and single-arm assemblies reduces outage durations and safety risks. Extending the purchase order contract ensures continued supply availability and helps mitigate long manufacturing lead times.

FISCAL IMPACT

$265,180; Sufficient funds for the requisition and resulting purchase order with Morgan Ingland LLC are budgeted in the Street Light Assessment District accounts.

STRATEGIC PLAN

Goal III. Invest in infrastructure to improve community livability.

A. Seek innovative, cost effective, customer focused methods of service delivery.

Prepared by:	Leonardo Torres, P.E., Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Req. No. 270001 with Morgan Ingland LLC

Requisition No. **270001**

Vendor **Morgan Ingland**

IFB No. & Title **24-001-3220 Commercial Streetlight Replacement Poles**

Second and Final 1-Year Extension

PO Line No.	Description	For/Section	Org	Object	Project	Account Amount
1	STREETLIGHT POLES AND SINGLE MAST-ARM ASSEMBLIES	SL ASSESSMENT DISTRICT #1/#4	25233009	732602		$ 39,777.00
2	STREETLIGHT POLES AND SINGLE MAST-ARM ASSEMBLIES	SL ASSESSMENT DISTRICT #5 COUNTY	25533009	732602		$ 198,885.00
3	STREETLIGHT POLES AND SINGLE MAST-ARM ASSEMBLIES	SL ASSESSMENT DISTRICT #2 ANAVERDE	25633009	732602		$ 13,259.00
4	STREETLIGHT POLES AND SINGLE MAST-ARM ASSEMBLIES	SL ASSESSMENT DISTRICT #3 RITTER	25733009	732602		$ 13,259.00
		Total				**$ 265,180.00**

City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
MAINTENANCE DIVISION

DISTRICT: **ALL**

SUBJECT: **APPROVE REQUISITION WITH BOETHING TREELAND FARMS, INC., FOR WHOLESALE PLANT MATERIALS FOR A TOTAL NOT TO EXCEED AMOUNT OF $167,000 FOR FISCAL YEAR 2026-27**

RECOMMENDATION

Staff recommend that the City Council:

1. Approve Requisition No. 270005 with Boething Treeland Farms, Inc., for wholesale plant materials for a total not to exceed amount of $167,000 for Fiscal Year 2026-27; and,

2. Authorize the City Manager or his designee to approve the requisition and resulting purchase order with Boething Treeland Farms, Inc., including minimal and/or non-substantial changes.

BACKGROUND

City Maintenance manages over 1,000 acres of landscaped areas throughout parks, Palmdale Transportation Center, Park and Ride facilities, Landscape Maintenance Districts, General Benefit areas, and Fairway Business Park. To keep these public spaces safe, attractive, and well-maintained, wholesale plant materials, such as trees, shrubs, and ground cover, are used for citywide beautification, seasonal replacements, and the restoration of damaged landscapes. Over the past year, the city planted more than 5,500 plants and nearly 200 trees as part of its ongoing landscape maintenance and beautification efforts. Enhancing municipal green spaces supports these efforts and improves the quality of life for residents and visitors alike.

DISCUSSION

To support continued landscape restoration and enhancements, the City issued Invitation for Bid (IFB) No. 25-001-3610 for wholesale plant materials in August 2024.

Boething Treeland Farms, Inc. was the sole responsive bidder. The City Council approved the purchase order contract for Fiscal Year 2024-25 on October 21, 2024, which included two optional one-year extensions. The first purchase order extension was approved by City Council on August 5, 2025, for Fiscal Year 2025-26.

Commodity purchases are authorized through the City's requisition and purchase order process; therefore, a separate contract is not typically required. The purchase order serves as the binding agreement and incorporates the vendors' pricing, product specifications, delivery requirements, and the City's standard terms and conditions.

Staff recommends exercising the second and final purchase order extension with Boething Treeland Farms, Inc. for Fiscal Year 2026-27. Sourcing materials from a local nursery distributor offers several benefits, including cost savings, reliable availability, a broader selection of regionally acclimated plants, expert support from certified professionals, and higher plant health and quality assurance. The proposed amount is based on the vendor's current pricing, site conditions, and projected renovation and beautification needs, and remains consistent with market rates.

FISCAL IMPACT

$167,000; Sufficient funds for the requisition and resulting purchase order are budgeted in General Benefit Landscape, Fairway Business Park, Landscape Maintenance Districts, Park Maintenance, Palmdale Transportation Center, and Park and Ride accounts.

STRATEGIC PLAN

Goal III. Invest in infrastructure to improve community livability.

A. Seek innovative, cost effective, customer focused methods of service delivery.

Prepared by:	Leonardo Torres, P.E., Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Req. No. 270005 with Boething Treeland Farms, Inc.

Requisition No. **270005**

Vendor **Boething Treeland Farms, Inc. (3461)**

IFB No. & Title **25-001-3610 Wholesale Plant Materials**

Second and Final 1-Year Extension

PO Line No.	Description	For/Section	Org	Object	Project	Account Amount
1	TREE, SHRUB, AND PLANT MATERIALS	PARK MAINTENANCE	10133002	737106		$ 30,000.00
2	TREE, SHRUB, AND PLANT MATERIALS	PALMDALE TRANSPORTATION CENTER	20333005	737106	3410	$ 25,000.00
3	TREE, SHRUB, AND PLANT MATERIALS	PARK AND RIDES	20333005	737106	3411	$ 9,000.00
4	TREE, SHRUB, AND PLANT MATERIALS	LMDS	25133003	737106	3610	$ 75,000.00
5	TREE, SHRUB, AND PLANT MATERIALS	GENERAL BENEFIT LANDSCAPE	10133003	737106		$ 25,000.00
6	TREE, SHRUB, AND PLANT MATERIALS	FAIRWAY BUSINESS PARK	10133003	737106	1087	$ 3,000.00
		Total				**$ 167,000.00**

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DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
MAINTENANCE DIVISION

DISTRICT: **ALL**

SUBJECT: **APPROVE REQUISITION WITH SITEONE LANDSCAPE SUPPLY LLC FOR IRRIGATION AND WATER CONSERVATION SUPPLIES FOR A TOTAL NOT TO EXCEED AMOUNT OF $435,000 FOR FISCAL YEAR 2026-27**

RECOMMENDATION

Staff recommend that the City Council:

1. Approve Requisition No. 270002 with SiteOne Landscape Supply LLC for irrigation and water conservation supplies for a total not to exceed amount of $435,000 for Fiscal Year 2026-27; and,

2. Authorize the City Manager or his designee to approve the requisition and resulting purchase order with SiteOne Landscape Supply LLC, including minimal and/or non-substantial changes.

BACKGROUND

City Maintenance manages over 1,000 acres of landscaped areas, including parks, the Palmdale Transportation Center, Park and Ride facilities, Landscape Maintenance Districts, General Benefit Landscapes, and Fairway Business Park. Efficient irrigation systems are crucial for maintaining healthy vegetation and turf, conserving water, and ensuring that public spaces remain safe, attractive, and functional. Key supplies, including nozzles, bubblers, valves, piping, controllers, and enclosures, are essential for maintaining system performance and supporting sustainable landscape practices.

DISCUSSION

In April 2024, the City issued Invitation for Bid (IFB) No. 24-004-3610 for irrigation and water conservation supplies. Two bids were received, and SiteOne Landscape Supply LLC, a local vendor, was the lowest responsive bidder. The City Council approved the

purchase order contract for Fiscal Year 2024-25 on August 7, 2024, which included two optional one-year extensions. The first purchase order extension was approved by the City Council on August 5, 2025, for Fiscal Year 2025-26.

Commodity purchases are authorized through the City's requisition and purchase order process; therefore, a separate contract is not typically required. The purchase order serves as the binding agreement and incorporates the vendors' pricing, product specifications, delivery requirements, and the City's standard terms and conditions.

Staff recommend exercising the second and final purchase order extension with SiteOne Landscape Supply LLC for Fiscal Year 2026-27. Access to these supplies will help correct inefficiencies, improve system performance, establish accurate flow rates, optimize water use, and support advanced irrigation features such as flow monitoring and run-time adjustments. Partnering with a local vendor also improves delivery times and service responsiveness.

FISCAL IMPACT

$435,000; Sufficient funds for the requisition and resulting purchase order are budgeted in General Benefit Landscape, Fairway Business Park, Landscape Maintenance Districts, Park Maintenance, Palmdale Transportation Center, Park & Rides, and Measure AV Park Improvements Fund accounts.

STRATEGIC PLAN

Goal III. Invest in infrastructure to improve community livability.

A. Seek innovative, cost effective, customer focused methods of service delivery.

Prepared by:	Leonardo Torres, P.E., Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Req. No. 270002 with SiteOne Landscape Supply LLC

Requisition No. **270002**

Vendor **SiteOne Landscape Supply LLC (9056)**

IFB No. & Title **24-004-3610 Irrigation and Water Conservation Supplies**

Second and Final 1-Year Extension

PO Line No.	Description	For/Section	Org	Object	Project	Account Amount
1	IRRIGATION AND WATER CONSERVATION SUPPLIES	PARK MAINTENANCE	10133002	734110		$ 190,000.00
2	IRRIGATION AND WATER CONSERVATION SUPPLIES	PALMDALE TRANSPORTATION CENTER	20333005	734110	3410	$ 16,000.00
3	IRRIGATION AND WATER CONSERVATION SUPPLIES	PARK AND RIDES	20333005	734110	3411	$ 20,000.00
4	IRRIGATION AND WATER CONSERVATION SUPPLIES	LMDS	25133003	734110	3610	$ 140,000.00
5	IRRIGATION AND WATER CONSERVATION SUPPLIES	GENERAL BENEFIT LANDSCAPE	10133003	734110		$ 30,000.00
6	IRRIGATION AND WATER CONSERVATION SUPPLIES	FAIRWAY BUSINESS PARK	10133003	734110	1087	$ 4,000.00
7	IRRIGATION AND WATER CONSERVATION SUPPLIES	MAV PARK IMPROVEMENTS	P0109157	724525	4016	$ 35,000.00
		Total				**$ 435,000.00**

City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
MAINTENANCE DIVISION

DISTRICT: **ALL**

SUBJECT: **APPROVE REQUISITION WITH SITEONE LANDSCAPE SUPPLY LLC FOR LANDSCAPE AGGREGATE, BOULDERS, AND MATERIALS FOR A TOTAL NOT TO EXCEED AMOUNT OF $160,000 FOR FISCAL YEAR 2026-27**

RECOMMENDATION

Staff recommend that the City Council:

1. Approve Requisition No. 270006 with SiteOne Landscape Supply LLC for landscape aggregate, boulders, and materials for a total amount not to exceed amount of $160,000 for Fiscal Year 2026-27; and,

2. Authorize the City Manager or his designee to approve the requisition and resulting purchase order with SiteOne Landscape Supply LLC, including minimal and/or non-substantial changes.

BACKGROUND

City Maintenance uses landscape rock aggregate, boulders, and materials for landscape renovation and maintenance projects at City parks and facility grounds, Palmdale Transportation Center, Park and Rides, General Benefit Landscape areas, and Landscape Maintenance Districts (LMD).

DISCUSSION

In October 2025, the City issued Invitation for Bid (IFB) No. 26-001-3610 for landscape aggregate, boulders, and materials. SiteOne Landscape Supply LLC, a local vendor, was the only responsive bidder. The City Council approved the purchase order contract for Fiscal Year 2025-26 on February 18, 2026, which included two optional one-year extensions.

Commodity purchases are authorized through the City's requisition and purchase order process; therefore, a separate contract is not typically required. The purchase order serves as the binding agreement and incorporates the vendors' pricing, product specifications, delivery requirements, and the City's standard terms and conditions.

Staff recommends exercising the first purchase order extension with SiteOne Landscape Supply LLC for Fiscal Year 2026-27. Landscape enhancement projects and the materials are essential for beautifying and sustaining City grounds and community green spaces, maintaining landscape quality, and providing safe and attractive public spaces and infrastructure.

Projects identified for Fiscal Year 2026-27 include the following locations:

- Pelona Vista Park frontage improvements
- Marie Kerr Park marquee and playground planter improvements
- Park Trail Maintenance system-wide
- Desert Sands Park frontage improvements
- Barrel Springs and Fort Tejon Trail parking lot
- Avenue R Frontage Rd planters (located between 25th Street East and 29th Street East)
- Palmdale Blvd center medians (located east and west of 3rd Street East)
- Avenue S median planters (located between 10th Street East and Downing Street)
- LMD 19 planters (located on 20th Street East between Cedarbrook Avenue and Avenue R-8)
- LMD 41 planters (located on Rancho Vista Blvd between 20th Street West and 22nd Street West)
- LMD 84 planters (located on Avenue R and 25th Street East)
- LMD 129 (located on 30th Street West between Avenue O-8 and Town Center Drive)
- LMD 153 planters (located on Avenue R and 65th Street East)

FISCAL IMPACT

$160,000; Sufficient funds for the requisition and resulting purchase order are budgeted in General Benefit Landscape, Landscape Maintenance Districts, Park Maintenance, and Palmdale Transportation Center accounts.

STRATEGIC PLAN

Goal III. Invest in infrastructure to improve community livability.

A. Seek innovative, cost effective, customer focused methods of service delivery.

Prepared by:	Leonardo Torres, P.E., Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Req. No. 270006 with SiteOne Landscape Supply LLC

Requisition No. **270006**

Vendor **SiteOne Landscape Supply LLC (9056)**

IFB No. & Title **26-001-3610 Landscape Aggregate, Boulders, and Materials**

First 1-Year Extension

PO Line No.	Description	For/Section	Org	Object	Project	Account Amount
1	TREE, SHRUB, AND PLANT MATERIALS	PARK MAINTENANCE	10133002	932920		$ 35,000.00
2	TREE, SHRUB, AND PLANT MATERIALS	PALMDALE TRANSPORTATION CENTER	20333005	732910	3410	$ 35,000.00
3	TREE, SHRUB, AND PLANT MATERIALS	LMDS	25133003	732910	3610	$ 50,000.00
4	TREE, SHRUB, AND PLANT MATERIALS	GENERAL BENEFIT LANDSCAPE	10133003	732910		$ 40,000.00
		Total				**$ 160,000.00**

City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
MAINTENANCE DIVISION

DISTRICT: **ALL**

SUBJECT: **APPROVE REQUISITIONS WITH SITEONE LANDSCAPE SUPPLY LLC AND WILBUR-ELLIS COMPANY FOR FERTILIZER SUPPLIES FOR A COMBINED TOTAL NOT TO EXCEED AMOUNT OF $441,500 FOR FISCAL YEAR 2026-27**

RECOMMENDATION

Staff recommend that the City Council:

1. Approve Requisition No. 270003 with SiteOne Landscape Supply LLC for fertilizer supplies in an amount not to exceed $208,000 for Fiscal Year 2026-27;

2. Authorize the City Manager or his designee to approve the requisition and resulting purchase order with SiteOne Landscape Supply LLC, including minimal and/or non-substantial changes;

3. Approve Requisition No. 270004 with Wilbur-Ellis Company for fertilizer supplies in an amount not to exceed $233,500 for Fiscal Year 2026-27; and,

4. Authorize the City Manager or his designee to approve the requisition and resulting purchase order with Wilbur-Ellis Company, including minimal and/or non-substantial changes.

BACKGROUND

City Maintenance oversees more than 1,000 acres of landscaped areas throughout the community, including parks, Palmdale Transportation Center, Park-and-Ride facilities, Landscape Maintenance Districts, General Benefit Landscapes, and Fairway Business Park. Fertilizer supplies are essential for maintaining healthy turf, trees, shrubs, and other vegetation, while supporting sustainable landscape management and best management practices. The proper application of fertilizers promotes plant health, improves landscape appearance, enhances resilience to environmental stressors, and helps ensure these public spaces remain safe, functional, and attractive for residents

and visitors. Maintaining an adequate supply of fertilizer products enables the Division to effectively preserve the City's landscape assets and uphold community standards.

DISCUSSION

In April 2024, the City issued Invitation for Bid (IFB) No. 24-003-3610 for fertilizer supplies to support the City's soil fertility and landscape maintenance programs. Four bids were received, and SiteOne Landscape Supply LLC and Wilbur-Ellis Company were determined to be the lowest responsive and responsible bidders.

Commodity purchases are authorized through the City's requisition and purchase order process; therefore, a separate contract is not required. The purchase order serves as the binding agreement and incorporates the vendors' pricing, product specifications, delivery requirements, and the City's standard terms and conditions.

On August 7, 2024, the City Council approved purchase orders for Fiscal Year 2024-25, including two optional one-year extensions. The first extension was approved on August 5, 2025, for Fiscal Year 2025-26.

Staff recommends exercising the second and final one-year extension with SiteOne Landscape Supply LLC and Wilbur-Ellis Company for Fiscal Year 2026-27. Continuing with the existing vendors will ensure a reliable supply of fertilizer products for seasonal applications, support uninterrupted operations, and help mitigate potential cost increases. The proposed purchase order amounts are based on current pricing, historical usage, and anticipated operational needs.

FISCAL IMPACT

$441,500; Sufficient funds for the requisitions and resulting purchase orders are budgeted in General Benefit Landscape, Fairway Business Park, Landscape Maintenance Districts, Park Maintenance, Palmdale Transportation Center, Park and Rides, and Measure AV Park Improvements Fund accounts.

STRATEGIC PLAN

Goal III. Invest in infrastructure to improve community livability.

A. Seek innovative, cost effective, customer focused methods of service delivery.

Prepared by:	Leonardo Torres, P.E., Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Req. No. 270003 with SiteOne Landscape Supply LLC
Req. No. 270004 with Wilbur-Ellis Company

Requisition No. **270003**

Vendor **SiteOne Landscape Supply LLC (9056)**

IFB No. & Title **24-003-3610 Fertilizer Supplies**

Second and Final 1-Year Extension

PO Line No.	Description	For/Section	Org	Object	Project	Account Amount
1	FERTILIZER SUPPLIES	PARK MAINTENANCE	10133002	737107		$ 120,000.00
2	FERTILIZER SUPPLIES	PALMDALE TRANSPORTATION CENTER	20333005	737107	3410	$ 5,500.00
3	FERTILIZER SUPPLIES	PARK AND RIDES	20333005	735100	3411	$ 1,000.00
4	FERTILIZER SUPPLIES	LMDS	25133003	737107	3610	$ 55,000.00
5	FERTILIZER SUPPLIES	GENERAL BENEFIT LANDSCAPE	10133003	737107		$ 15,000.00
6	FERTILIZER SUPPLIES	FAIRWAY BUSINESS PARK	10133003	737107	1087	$ 1,500.00
7	SPORTS TURF SUPPLIES	PARK MAINTENANCE	10133002	732920		$ 10,000.00
		Total				**$ 208,000.00**

Requisition No. **270004**

Vendor **Wilbur-Ellis Company (5470)**

IFB No. **24-003-3610 Fertilizer Supplies**

Second and Final 1-Year Extension

PO Line No.	Description	For/Section	Org	Object	Project	Account Amount
1	FERTILIZER SUPPLIES	PARK MAINTENANCE	10133002	737107		$ 100,000.00
2	FERTILIZER SUPPLIES	PALMDALE TRANSPORTATION CENTER	20333005	737107	3410	$ -
3	FERTILIZER SUPPLIES	PARK AND RIDES	20333005	735100	3411	$ 1,000.00
4	FERTILIZER SUPPLIES	LMDS	25133003	737107	3610	$ 55,000.00
5	FERTILIZER SUPPLIES	GENERAL BENEFIT LANDSCAPE	10133003	737107		$ 15,000.00
6	FERTILIZER SUPPLIES	FAIRWAY BUSINESS PARK	10133003	737107	1087	$ 1,500.00
7	SPORTS TURF SUPPLIES	PARK MAINTENANCE	10133002	732920		$ 10,000.00
8	FERTILIZER SUPPLIES	MAV PARK IMPROVEMENTS	P0109157	724525	4016	$ 51,000.00
		Total				**$ 233,500.00**

City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
CAPITAL IMPROVEMENT PROGRAM DIVISION

DISTRICT: **3, 4**

SUBJECT: **APPROVE THIRD AMENDMENT TO AGREEMENT WITH PSOMAS FOR CONSTRUCTION SUPPORT SERVICES FOR PN 796, 45TH STREET EAST SEWER, STORM DRAIN, AND STREET IMPROVEMENT PROJECT, INCREASING THE AGREEMENT AMOUNT BY $109,648 FOR A TOTAL NOT TO EXCEED AMOUNT OF $464,888, AND EXTENDING THE CONTRACT TERM TO OCTOBER 31, 2027**

RECOMMENDATION

Staff recommend that the City Council:

1. Approve Third Amendment to Agreement No. A-8881 with Psomas for construction support services for PN 796, 45th Street East Sewer, Storm Drain, and Street Improvement Project (Project), increasing the Agreement by $99,680, plus a 10% contingency amount of $9,968, for a total not to exceed amount of $464,888, and extending the term to October 31, 2027;

2. Authorize the City Manager or his designee to execute the Third Amendment to Agreement No. A-8881 with Psomas, including minimal and/or non-substantial changes; and,

3. Authorize the City Manager or his designee to approve change orders for additional or changed scopes of work up to the 10% contingency amount approved by the Council.

BACKGROUND

Psomas was originally awarded a design services contract in August 2024 to prepare plans, specifications, and estimates for storm drain and sewer improvements along 45th Street East between Avenue R and Avenue R-8, including coordination with the Los Angeles County Sanitation District sewer trunk line.

The First Amendment to the Agreement was executed to extend the Project term to March 31, 2026, due to additional time required to complete the final deliverables for design.

In April 2026, through the Second Amendment to the Agreement, the City added hydrologic and hydraulic analyses to the Psomas design contract, as the original scope of work did not include a hydrologic study and relied on flows from the Master Drainage Plan for the Pearland Watershed; the drainage plans were revised to incorporate additional catch basins on 45th Street East, address existing utility constraints and storm drain connections, and resolve a conflict between the proposed storm drain pipe and the existing traffic signal infrastructure at the intersection of Avenue R and 45th Street East.

The City Council awarded the construction contract to CEM Construction on May 5, 2026. Due to the complexity of the project and the need to coordinate multiple entities, including a private developer, the school district, and utilities, additional services during construction are needed. The additional construction support scope in the Third Amendment includes up to two site visits, up to 20 shop drawing submittal reviews, up to 20 RFI reviews, and bi-weekly virtual construction meetings throughout the anticipated 12-month construction duration. An additional time extension is also requested to properly close out the project with Psomas' assistance.

DISCUSSION

Construction support services are necessary because the original design agreement did not include engineering support during construction. Psomas will provide ongoing engineering support, including responding to contractor inquiries and Requests for Information (RFIs), reviewing submittals, attending construction meetings, and conducting site visits and providing engineering clarification for design-related issues encountered during construction.

The additional funding requested is $109,648, including contingency, bringing the project cost to $464,888.

FISCAL IMPACT

$109,648; Sufficient funds are budgeted and available within the Sewer Fund, Measure R Local Fund, and Pearland Drainage Fund.

Project Summary	**Cost**
Third Amendment to Agrmt No. A-8881	$109,648
Second Amendment to Agrmt No. A-8881	$47,500
First Amendment to Agrmt No. A-8881	$0
Agrmt No. A-8881	$307,740
Total Contract Amount	**$464,888**

STRATEGIC PLAN

Goal III: Invest in infrastructure to improve community livability.

A. Plan and maintain safe and attractive neighborhoods, streets, facilities, and public spaces with exciting programming that promotes active fun for everyone.

Prepared by:	Leonardo Torres, P.E. Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Agrmt No. A-8881 Third Amendment with Psomas
Proposal
Agrmt No. A-8881 Second Amendment with Psomas
Agrmt No. A-8881 First Amendment with Psomas
Agrmt No. A-8881 with Psomas

THIRD AMENDMENT TO AGREEMENT A- 8881
BETWEEN THE CITY OF PALMDALE AND PSOMAS

This 3rd Amendment to Agreement No. A-8881 (“Agreement”) is made and entered into by and between the City of Palmdale (hereinafter called “CITY”) and PSOMAS (hereinafter called "CONSULTANT"). This Contract shall become effective on the date of the last signatory.

WHEREAS, on July 11, 2024 ("Original Agreement") the CITY and CONSULTANT entered into an agreement to provide:

Design Professional Services for PN 796 - 45th Street East Sewer, Storm Drain, and Street Improvements Project (Project), with an original contract term from July 11, 2024, through April 1, 2025.

On November 6, 2025, a First Amendment was executed to extend the contract term to March 31, 2026.

On April 22, 2026, a Second Amendment was executed to add scope of work, increase the contract price, and extend the contract term to June 30, 2026.

WHEREAS, the parties desire to amend the Original Agreement to:

1) Add scope of work:
Construction Support Services = $76,650
Record Drawings = $23,030
Total Amount = $99,680

2) Increase contract price by $99,680

3) Extend contract term to October 31, 2027

Original contract amount.....$307,740
Amendment #1.....no increase
Amendment #2 increased amount.....$47,500
Amendment #3 increased amount.....$99,680
Revised not to exceed amount.....$454,920

NOW THEREFORE, the parties agree as follows:

Section 1 Description of Work
A. Construction Support

Section 4 Contract Term shall be extended until the end of October 31, 2027

Section 9 Compensation
CITY shall pay to CONSULTANT an additional Ninety-Nine Thousand, Six Hundred and Eighty ($99,680) Dollars for a total not to exceed contract amount of $454,920.

Original contract amount = $307,740

Amendment #1 = no increase
Amendment #2 increased amount = $47,500U
Revised not to exceed contract amount of $454,920

CONSULTANT Proposal attached as Exhibit "A".

All other terms and conditions of the Original Agreement not amended herein, remain in full force and effect.

In Witness Whereof, the parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized.

CITY OF PALMDALE:

Salvador Mendez
City Manager

Lee Torres
Jun 29, 2026, 11:40 AM PDT

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38250 Sierra Highway
Palmdale, CA 93550

APPROVE AS TO FORM:

Alexandra Severino
City Attorney

ATTEST:

Rochelle Scott
City Clerk

PSOMAS:

JEdd Chess
Jun 30, 2026, 10:22 AM PDT

Jeff Chess
Vice President

ADDRESS FOR NOTICE:
PSOMAS
27200 Tourney Rd Suite 360
Santa Clarita, CA 91355

---------- INTERNAL USE ONLY ----------

■Certificate(s) and Endorsement(s) attached
■Confirmed business name on contract with certificate(s)
■Original contract and previous amendment(s) (if any) are attached
■Attached Agreement Checklist and met all requirements

Record of Signing

For	City of Palmdale	For	Psomas
Name	Leonardo Torres	Name	Jeff Chess
Title		Title	Vice President

Lee Torres

Signed on Jun 29, 2026 11:40 AM PDT

Secured by Concord™
DocumentID: 033gvnX0C6DCSA8eevQjNM
SigningID: 033gvnWewYf5vezMk3MsCH
UTC Signing time: 2026-06-29 18:40:58 UTC
IP Address: 162.235.41.129
Email: ltorres@cityofpalmdaleca.gov

Jeff Chess

Signed on Jun 30, 2026 10:22 AM PDT

Secured by Concord™
DocumentID: 033gvnX0C6DCSA8eevQjNM
SigningID: 033hTDXY5QHeghFAXCT92f
UTC Signing time: 2026-06-30 17:22:45 UTC
IP Address: 159.100.175.55
Email: jchess@psomas.com

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Signed with https://www.concord.app/

PSOMAS

Balancing the Natural and Built Environment

Via E-Mail
ltorres@cityofpalmdaleca.gov

June 11, 2026

Mr. Leonardo Torres
City of Palmdale
Public Works Department
38250 N. Sierra Highway, 1st Floor
Palmdale, CA 93550

Subject: Proposal for Professional Services
45th Street Construction Support
Palmdale, California
Psomas Proposal No. 26-0318R3

Dear Mr. Torres:

Psomas is submitting the attached proposal for professional services for the subject project. Based on our knowledge of the site and the information provided to us, we have developed the attached Scope of Services and associated fee to meet the project requirements, as we understand them, as described in Exhibit "A" and Schedule "A" respectively (attached).

We look forward to working with you on this important project.

Sincerely,

PSOMAS

Jeremy Johnson, PE, ENV SP
Sr. Project Manager

Enclosures (4)

- Exhibit "A": Scope of Services
- Schedule "A": Fee Schedule
- Hourly Rates
- Billing Procedure

EXHIBIT "A"
SCOPE OF SERVICES
Proposal for Professional Services
45th Street Construction Support
Palmdale, California
Psomas Proposal No. 26-0318R3
June 11 2026

PROJECT UNDERSTANDING

Psomas is currently engaged in the design phase of the 45th Street project which has sewer, storm drain, and street improvements. The project is going out to bid, and the City of Palmdale (city) has asked Psomas for a proposal for construction support, miscellaneous exhibits, and record drawings. Please see scope of work below for this next phase of the project.

SCOPE OF WORK

Psomas agrees to furnish and perform the various professional services pertinent to the project specifically outlined as follows:

Construction Support Services

Psomas will provide construction support services to facilitate the successful construction of the project. This includes responding to contractor inquiries, reviewing shop drawings and submittals addressing requests for information (RFI), site visits, and attending construction meetings.

Engineering Construction Support Services include providing on-going support services during the construction phase of the project, the following has been included in this proposal:

- Attend site visits to clarify design issues in the field. For the purposes of this RFP, it is assumed up to two (2) site visits will be required.
- Review and respond to shop drawing submittals. For the purposes of this RFP, it is assumed up to twenty (20) shop drawing submittal reviews will be required.
- Review and respond to all requests for information (RFIs). For the purposes of this RFP, it is assumed up to twenty (20) RFI reviews will be required.
- Attendance of construction meetings is assumed to be bi-weekly and held via virtual meetings. The assumed construction duration is twelve (12) months.

EXHIBIT "A"
SCOPE OF SERVICES
Proposal for Professional Services
45th Street Construction Support
Palmdale, California
Psomas Proposal No. 26-0318R3
June 11, 2026

Miscellaneous Exhibits

Psomas will prepare miscellaneous exhibits as needed during the bid and construction phases of the project. The exhibits are anticipated to be needed to convey information to the school district, adjacent developer, and public at large. Due to the unknown quantity of exhibits and effort for this task, Psomas has allotted a time and materials budget with a not to exceed value. Psomas will notify the city in writing if the budget is close to being expended and obtain written approval before exceeding the budget.

Record Drawings

Following receipt of contractor provided field as-built plans, Psomas will prepare record drawings from the redlined contractor field as-builts provided to Psomas. Digital AutoCAD electronic files will also be provided. Record drawing revisions are assumed to be minor in nature and will be based on one combined set of contractor field as-builts. No independent site verification at the end of construction is assumed required.

Considering the sewer bypass and erosion control measures are temporary conditions put in place for the construction of the sewer line. The record drawings will not include drawings C-12 through C-20.

EXHIBIT "A"
SCOPE OF SERVICES
Proposal for Professional Services
45th Street Construction Support
Palmdale, California
Psomas Proposal No. 26-0318R3
June 11, 2026

EXCLUSIONS:

- Bid Support
- Redesign of plans due to changes precipitated by the city after release of the bid documents
- Traffic signal plans
- Traffic control plans for the street improvements
- Government fees, permits, assessments, etc.
- Geotechnical and Environmental Studies
- Geotechnical Testing and Observation
- Construction Surveying
- Parking/Traffic Studies
- Hazmat Investigations
- Methane gas protection measures and coordination
- Right of Way acquisition
- Shoring design and calculations
- Dry utility design and coordination, or relocation and undergrounding
- Design and/or coordination of facilities outside of the project site
- Haul route design or permitting
- Assembly, advertisement, and distribution of bid package
- Preparation of SWPPPs or NOIs
- Water quality monitoring
- Construction phase drawing revisions. Drawing revisions may be provided as part of a negotiated amendment request.
- Field verification of contractor's red-lined markups.

EXHIBIT "A"
SCOPE OF SERVICES
Proposal for Professional Services
45th Street Construction Support
Palmdale, California
Psomas Proposal No. 26-0318R3
June 11, 2026

ASSUMPTIONS

- Construction phase services will be completed within twelve (12) months.
- Two (2) record drawings submittals (draft and final) will be required by LACSD.
- Psomas to attend bi-weekly virtual construction meetings.
- Services will be provided on a time and materials basis and the fees provided are to be considered Not To Exceed (NTE). Psomas will inform the City of Palmdale in writing when our budgets are close to being expended.

FEE SCHEDULE
Proposal for Professional Services
45th Street Storm Construction Support
Palmdale, California
Psomas Proposal No. 26-0318R3
June 11, 2026

Client agrees to pay Consultant as compensation for the professional services described in *Exhibit "A"* in accordance with the below schedule.

Description	Budget
Basic Services	
Construction Support Services (time and materials, NTE)	$ 71,100
Miscellaneous Exhibits (time and materials, NTE)	$ 23,030
Record Drawings (time and materials, NTE)	$ 5,550
TOTAL FEE	**$ 99,680**

- Services will be performed in accordance with the provisions of our current agreement of which *Exhibit "A"* and *Schedule "A"* will become part.
- The attached Hourly Rate Schedule is valid through December 31, 2026.
- This proposal is valid for a period of 90 days, after which, the consultant's proposed fees will be re-evaluated.

2026 FEE SCHEDULE

Los Angeles and Santa Clarita Offices
Engineering, Land Use Entitlements, and Surveying

IN-OFFICE SERVICES

Effective from January 1, 2026 - December 31, 2026

Administrative/Project Administrator	$110 - $150
Drafter/Design Drafter	$130 - $160
Civil Engineering Designer/Engineer	$130 - $160
Surveyor/Project Surveyor/GIS Specialist/Photogrammetrist	$115 - $190
Planners/Assistant Planner/Expeditor/Senior Planner	$125 - $205
Project Designer/Professional Engineer/Project Engineer	$160 - $190
Sr. Project Engineer/Sr. Project Surveyor/Sr. GIS Specialist	$185 - $235
Project Management	$185 - $295
Principal/Director	$250 - $350

SURVEY HOURLY RATES - FIELD SERVICES

Effective from October 1, 2025 – September 30, 2026

One-Person Survey Party	$240
Two-Person Survey Party	$400
Three-Person Survey Party	$530

Hourly rates for field survey parties include normal usage of field equipment and are fully equipped rates. Per Diem is calculated at current State Department of Transportation rates (or other appropriate Agency rate).

REIMBURSABLES

Mileage at current IRS allowable rate and parking expenses incurred by office employees are charged at cost. Prints, plots, messenger service, subsistence, air travel, and other direct expenses will be charged at cost plus ten percent. The services of outside consultants will be charged at cost plus fifteen percent.

The above rate schedule is for straight time. Overtime will be charged at 135 percent of the standard hourly rates. Work performed on Sundays and holidays will be charged at 170 percent of the standard hourly rates.

Billing Policies and Procedures

The relationship with our client works best when there is a mutual understanding about fees and payment terms. You are encouraged to discuss with us any questions you may have concerning these policies.

Billing
The value of our services is determined primarily by the time spent on each client matter. Our time records are kept on a weekly basis and invoices are prepared every four or five weeks, depending on our accounting calendar.

Payments
As there is a time lag between rendering professional services and mailing our bills, all invoices are due upon presentation. Any bills that are not paid within thirty days are classified as "delinquent," and a late charge of 1-1/2 % per month will be added.

Work Stoppage
Work will be stopped on any job that has invoices outstanding for more than **60 days**. Due to the costs and inefficiencies that results from stopping and restarting a job, an additional "start-up charge" will be assessed.

Retainers
It is our policy to obtain an advance retainer from all new clients and from exiting clients under certain circumstances. Also, it occasionally may be appropriate to require an advance retainer after the commencement of a project or to require an increase in a prior retainer. This depends in part on our client's payment history and the scope of the work involved.

Reimbursable Expenses
Costs, other than time charges, are based on usage. Therefore, the cost of blueprinting, messenger service, transportation, and other specific job related costs are charges as "reimbursable expenses." Generally, these are a very small portion of the total cost of a project. If requested, we will provide a computer printout which details these costs. We do not provide any additional backup for these generally nominal expenses.

PSOMAS

Nick Tarditti, CFA Chief
Financial Officer

SECOND AMENDMENT TO AGREEMENT A- 8881
BETWEEN THE CITY OF PALMDALE AND PSOMAS

This 2nd Amendment to Agreement No. A-8881 (“Agreement”) is made and entered into by and between the City of Palmdale (hereinafter called “CITY”) and PSOMAS (hereinafter called "CONSULTANT"). This Contract shall become effective on the date of the last signatory.

WHEREAS, on July 11, 2024 ("Original Agreement") the CITY and CONSULTANT entered into an agreement to provide:

Professional services for PN 796 - 45th Street Storm Drain and Sewer Upgrades Project (Project), with an original contract term beginning July 11, 2024, through April 1, 2025.

Due to additional time required, a First Amendment to the Original Agreement was executed to extend the Project term to March 31, 2026.

WHEREAS, the parties desire to amend the Original Agreement to:

1) Add scope of work
Hyrology/Hydraulic Study $18,000
Revised Storm Drain Plans $18,000
Revised Street Palns $5,000
Special Structural Design $6,500

2) Extended contract term to June 30, 2026.

3) Increase contract price $47,500

Original contact: $307,740;
Amendment #1: no increase;
Amendment #2: $47,500
Not to exceed : $355,240

NOW THEREFORE, the parties agree as follows:

Section 1 Description of Work
A. Additional Catch Basin and Hydrologic Study
B. Prepare Special Structural Design for Storm Drain Transitions

Section 4 Contract Term shall be extended until the end of June 30, 2026

Section 9 Compensation
CITY shall pay to CONSULTANT an additional Forty-Seven Thousand, Five Hundred ($47,500.00) Dollars:
Original contact: $307,740;
Amendment #1: no increase;
Amendment #2: $47,500
Not to exceed : $355,240

CONSULTANT Proposal is attached as Exhibit "A".

All other terms and conditions of the Original Agreement not amended herein, remain in full force and effect.

In Witness Whereof, the parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized.

CITY OF PALMDALE:

Salvador Mendez
Apr 21, 2026, 4:06 PM PDT

Salvador Mendez
City Manager

Lee Torres
Apr 20, 2026, 1:22 PM PDT

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38250 Sierra Highway
Palmdale, CA 93550

PSOMAS:

Jeff Chess
Apr 21, 2026, 7:14 AM PDT

Jeff Chess
Vice President

ADDRESS FOR NOTICE:
PSOMAS
27200 Tourney Rd Suite 360
Santa Clarita, CA 91355

APPROVE AS TO FORM:

Alexandra Severino
Apr 21, 2026, 4:00 PM PDT

Alexandra Severino
City Attorney

ATTEST:

Rochelle Scott
Apr 22, 2026, 5:54 PM PDT

Rochelle Scott
City Clerk

---------- INTERNAL USE ONLY ----------

■Certificate(s) and Endorsement(s) attached
■Confirmed business name on contract with certificate(s)
■Original contract and previous amendment(s) (if any) are attached
■Attached Agreement Checklist and met all requirements

Record of Signing

For City of Palmdale
Name Leonardo Torres
Title

Lee Torres

Signed on Apr 20, 2026 1:22 PM PDT

Secured by Concord™
DocumentID: 03334XsEwL2eCmTWkIq1is
SigningID: 03334Xs0Jm0kZwDEwfC5GF
UTC Signing time: 2026-04-20 20:22:01 UTC
IP Address: 206.171.111.149
Email: ltorres@cityofpalmdaleca.gov

For Psomas
Name Jeff Chess
Title Vice President

Jeff Chess

Signed on Apr 21, 2026 7:14 AM PDT

Secured by Concord™
DocumentID: 03334XsEwL2eCmTWkIq1is
SigningID: 0333UrLedaLk5kUJnUv5dE
UTC Signing time: 2026-04-21 14:14:16 UTC
IP Address: 159.100.175.55
Email: jchess@psomas.com

For City of Palmdale
Name Alexandra Severino
Title

Alexandra Severino

Signed on Apr 21, 2026 4:00 PM PDT

Secured by Concord™
DocumentID: 03334XsEwL2eCmTWkIq1is
SigningID: 0333hmKV6PR8yITmR0uHkP
UTC Signing time: 2026-04-21 23:00:42 UTC
IP Address: 97.131.118.244
Email: aseverino@harperburns.com

For smendez@cityofpalmdaleca.gov
Name Salvador Mendez
Title

Salvador Mendez

Signed on Apr 21, 2026 4:06 PM PDT

Secured by Concord™
DocumentID: 03334XsEwL2eCmTWkIq1is
SigningID: 0333hvIBt2YGI6m8zHhVgp
UTC Signing time: 2026-04-21 23:06:36 UTC
IP Address: 174.193.199.109
Email: smendez@cityofpalmdaleca.gov

For City of Palmdale
Name Rochelle Scott
Title City Clerk

Rochelle Scott

Signed on Apr 22, 2026 5:54 PM PDT

Secured by Concord™
DocumentID: 03334XsEwL2eCmTWkIq1is
SigningID: 0334Jv4Yu3v2V6KrQsXrqo
UTC Signing time: 2026-04-23 00:54:52 UTC
IP Address: 206.171.111.149
Email: rscott@cityofpalmdale.org

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FIRST AMENDMENT TO AGREEMENT A- 8881
BETWEEN THE CITY OF PALMDALE AND PSOMAS

This 1st Amendment to Agreement No. A-8881 (“Agreement”) is made and entered into by and between the City of Palmdale (hereinafter called “CITY”) and PSOMAS (hereinafter called "CONSULTANT"). This Contract shall become effective on the date of the last signatory.

WHEREAS, on October 16, 2024 ("Original Agreement") the CITY and CONSULTANT entered into an agreement to provide:

Professional services for PN 796 - 45th Street Storm Drain and Sewer Upgrades Project

WHEREAS, the parties desire to amend the Original Agreement to:

Extended contract term due to additional needed time for completion of Final Deliverables.

NOW THEREFORE, the parties agree as follows:

Section 4 - Contract Term shall be extended to March 31, 2026.

All other terms and conditions of the Original Agreement not amended herein, remain in full force and effect.

In Witness Whereof, the parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized.

CITY OF PALMDALE:

Salvador Mendez
Nov 6, 2025, 1:16 PM PST

Salvador Mendez
Interim City Manager

Lee Torres
Nov 4, 2025, 1:18 PM PST

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38250 Sierra Highway
Palmdale, CA 93550

PSOMAS:

Jeff Chess
Nov 5, 2025, 8:24 AM PST

Jeff Chess
Vice President

ADDRESS FOR NOTICE:
PSOMAS
27200 Tourney Rd. Suite 360
Santa Clarita, CA 91355

APPROVE AS TO FORM:

Alexandra Severino
Nov 6, 2025, 8:02 AM PST

Alexandra Severino
City Attorney

ATTEST:

Roxanne Faber
Nov 6, 2025, 3:57 PM PST

Roxanne Faber
City Clerk

---------- INTERNAL USE ONLY ----------

- Certificate(s) and Endorsement(s) attached
- Confirmed business name on contract with certificate(s)
- Original contract and previous amendment(s) (if any) are attached
- Attached Agreement Checklist and met all requirements

Record of Signing

For
Name
Title

Lee Torres

Signed on Nov 4, 2025 1:18 PM PST

Secured by Concord™
DocumentID: 031VuJnpkPwfr4CDG8AuG8
SigningID: 031VuJnpMF5ip7imivgLHh
UTC Signing time: 2025-11-04 21:18:44 UTC
IP Address: 206.171.111.149
Email: ltorres@cityofpalmdaleca.gov

For
Name
Title

Jedd Chess

Signed on Nov 5, 2025 8:24 AM PST

Secured by Concord™
DocumentID: 031VuJnpkPwfr4CDG8AuG8
SigningID: 031WMQofkv24pme9bRDxps
UTC Signing time: 2025-11-05 16:24:18 UTC
IP Address: 159.100.175.55
Email: jchess@psomas.com

For
Name
Title

Alexandra Severino

Signed on Nov 6, 2025 8:02 AM PST

Secured by Concord™
DocumentID: 031VuJnpkPwfr4CDG8AuG8
SigningID: 031WvE0uBSQtUQRnyQLM6f
UTC Signing time: 2025-11-06 16:02:04 UTC
IP Address: 97.131.21.135
Email: aseverino@harperburns.com

For
Name
Title

Salvador Mendez

Signed on Nov 6, 2025 1:16 PM PST

Secured by Concord™
DocumentID: 031VuJnpkPwfr4CDG8AuG8
SigningID: 031X2vrHasFFC7x8D1GwFj
UTC Signing time: 2025-11-06 21:16:07 UTC
IP Address: 206.171.111.149
Email: smendez@cityofpalmdaleca.gov

For
Name
Title

Roxanne Faber

Signed on Nov 6, 2025 3:57 PM PST

Secured by Concord™
DocumentID: 031VuJnpkPwfr4CDG8AuG8
SigningID: 031X6t5y2ZV9JDRkHvJ3m5
UTC Signing time: 2025-11-06 23:57:17 UTC
IP Address: 206.171.111.149
Email: rfaber@cityofpalmdale.org

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AGREEMENT NO. A-8881
CONTRACT FOR CONSULTANT SERVICES
BETWEEN THE CITY OF PALMDALE AND PSOMAS

THIS CONTRACT FOR CONSULTANT SERVICES ("Contract" herein) is made and entered into by and between the City of Palmdale a public body corporate and politic, (hereinafter called "CITY") and PSOMAS (hereinafter called "CONSULTANT"). This Contract shall become effective on the date of the last signatory.

RECITALS

WHEREAS**,** City desires to engage CONSULTANT to provide certain consultant services; and

WHEREAS, CONSULTANT represents that CONSULTANT has the expertise and is qualified to perform the services described in this Contract. And, if required, is duly registered under the laws of the State of California; and

WHEREAS, CONSULTANT desires to accept such engagement.

NOW, THEREFORE, the parties agree as follows:

1 DESCRIPTION OF WORK

1.1 The City hereby engages CONSULTANT, and CONSULTANT accepts such engagement, to provide the following services:

PN 796 - 45th Street Storm Drain and Sewer Upgrades Project: (Exhbit A & B)

The City of Palmdale's Master Plan of Drainage has defined a regional storm drain main line within 45th Street East, which begins at the California aqueduct and runs northerly to Avenue Q. Much of the regional mainline has previously been constructed and functions as an existing storm drain system within the city's overall regional
plan. As part of the regional system within 45th Street East, the city has an existing sixty-six (66") inch regional storm drain mainline between Avenue S and Avenue R-8, that terminates at the southwest corner of the Avenue R-8 intersection. The existing sixty-six (66") inch storm drain main line drops into a drywell chamber and flows from larger storm events discharging to 45th Street East through a series of catch basins constructed at the intersection. Reports from the city's Maintenance Division indicate that during recent storm events, stormwater ponding at the intersection has occurred, and maintenance crews are cleaning the drainage ditch that runs along the shoulder on the west side of 45th Street East.

To alleviate the current drainage condition, the city has requested to extend the regional storm drain system, per the city's Master Plan of Drainage, from Avenue R-8 to Avenue R, along 45th Street East. The storm drain extension will complete the

connection of the existing system to the storm drain line located at the intersection of Avenue R.

In addition to the scope of work for storm drain improvement, this proposal also includes finishing up the sewer improvements as per the attached scope of work in Exhibit B shall replace the sewer improvement scope of work presented in Agreement No. A-6797, which is expired.

Storm Drain Scope of work includes the following tasks:

TASK 1 PROJECT MANAGEMENT AND COORDINATION

Task 1.1 Kickoff Meeting

Psomas will facilitate a team kickoff meeting to introduce the Psomas project team and city staff and review project responsibilities, design issues, project parameters, and schedule. The meeting will include a walk of the project site.

Deliverables: Meeting Agenda and Minutes

Task 1.2 Project Milestone Submittal Meetings

Conduct meetings with city staff and other key team members at project milestones of 30%, 60%, 90%, and final submittals to closely monitor the project's status.

Deliverables: Meeting Agenda and Minutes

Task 1.3 Project Administration

Conduct project administration, including invoicing, monthly progress reports, and schedule updates using MS Project.

Deliverables: Invoices, progress report summaries and schedule updates

Task 1.4 Quality Assurance/ Quality Control Plan

Conduct quality assurance and quality control reviews, implementing Psomas internal QA/QC plan at all key milestone deliveries to ensure conformance with city standards and requirements.

Deliverables: QA/QC reviews will be conducted as part of deliverable milestones outlined in this scope of services.

TASK 2 PRELIMINARY DESIGN

Task 2.1 Topographic Survey

Psomas shall execute a Design Survey from the westerly right of way of 45th Street and extending approximately seventy-five (75) feet along E Avenue R-8 as shown on Exhibit "S", at a scale of 1" = 20' with 0.5-foot contours being developed and spot elevations being taken to 0.01' accuracy. The boundary lines are established from record information. Delineation of plottable easements on parcel west of 45th Street East and north of Avenue R-8 from a client-supplied title report. Horizontal location, size and description of, driveways, walks, curbs, walls, fences, signs, poles, trees over six (6) inches in diameter, and other permanent surface visible features.

Horizontal and vertical location of approximately fifteen (15) potholes. Utilities from available substructure maps, where possible, with visible signs of utilities located by the field crew. Field measured invert elevations on storm drain manholes.
Deliverables: Survey Map in PDF and AutoCAD Civil 3D

Task 2.2 Horizontal Alignment and Vertical Profile Concept Workshop
Psomas will prepare a preliminary horizontal alignment and vertical design for the proposed storm drain system. Psomas will meet with City staff to review and discuss the preliminary design concepts. Concerns and comments will be documented and incorporated into the 30% design plans.
Deliverables: Preliminary design concept plan, meeting agenda, and minutes

Task 2.3 Utility Potholing
Psomas' potholing sub-consultant, Discovery Hydrovac, will conduct a maximum of fifteen (15) potholes to confirm the location and depth of utility crossings at key locations. Engineered traffic control plans will be provided based on the California Manual on Uniform Traffic Control Devices (CA MUTCD) for the pothole locations. Potholes will be patched with hot mix asphalt. Please see the scope of work from Discovery Hydrovac.
Deliverables: Potholing report

Task 2.4 30% Plans and Estimate
Psomas will prepare 30% design plans at a scale of 1"=40' and cost estimate for the project as follows:
• Storm Drain Plan: Psomas will prepare a Storm Drain Plan depicting preliminary horizontal alignment and preliminary profiles of the proposed storm drain system. All comments received during the Alignment and Elevation Concept Workshop will be incorporated into this submittal. Pipeline stationing, catch basin locations, annotation, and construction notes will be minimally shown at this submittal stage.
• Street Improvement Plan: Psomas will prepare Street Improvement Plans that show pavement widening improvements at a scale of 1" = 40' on the west side of 45th Street between Wrightwood Way and Avenue R-8, a distance of approximately 1,900 feet, up to an ultimate gutter line. The ultimate gutter line is understood to be the prolongation of the gutter line along the curb and gutter on the west side of 45th Street, between Avenue R and Wrightwood Way. Improvement plans will show typical sections along 45th Street East with the existing and proposed pavement widths and street stationing information. No details will be shown for the added pavement widening at this stage. The new pavement section will match that of the recently built section between Avenue R and Wrightwood Way.
• Hydrology and Hydraulic Analysis: Psomas will provide preliminary hydraulic calculations in support of the 30% design plans. Hydrologic information will be studied in the City's Master Plan of Drainage for the Pearland Watershed and the resulting Q's from the Master Plan will be utilized. A preliminary hydraulic analysis will be performed to size the storm drain main line, laterals, and catch basin inlets.

Deliverables: 30% design plans and preliminary engineer's estimate of probable construction costs

TASK 3 FINAL DESIGN

Task 3.1 60% Plans, Specifications and Estimates

Psomas will prepare 60% design plans at a scale of 1"=40', technical specifications, and cost estimates for the storm drain and street improvement plans. Comments from the 30% design review will be incorporated into the 60% construction plans. Construction plans will also include the following:

• Street Cross Sections at fifty (50) foot intervals will be included within the street improvement plans to define the parameters of street construction from right-of-way to right-of-way. These 50-foot interval cross-sections are generated for reference purposes. No profile view of the new pavement edge is deemed necessary nor included.

• Hydrology and Hydraulic Report: Psomas will continue refining project hydrology and hydraulic calculations to support the 60% design plans. Calculations, analysis, and recommendations will be provided within a Hydrology and Hydraulic Report for submittal.

• Signing and Striping Plan. At this milestone, updates to the two existing Signing-Striping Plan sheets will also be included. Traffic loops at Ave R will also be included.

Geotechnical Review and Report Update: Our geotechnical sub-consultant, RMA Group, will provide a review of the 45th Street East Sanitary Trunk Sewer geotechnical engineering investigation report, and plans and prepare a report that reflects the current site conditions, project scope, and revisions to the recommendations presented in the referenced report and grading and foundation plans, if applicable. It will also include any applicable code update to the original geotechnical report if needed. Recommendations will be consistent with sound engineering practices and shall incorporate federal, state, and local laws, codes, ordinances, and regulations applicable when professional services are rendered. No further field investigations are included.

Deliverables: 60% design plans, specifications, and engineer's estimate of probable construction costs

Task 3.2 90% Plans, Specifications and Estimates

Psomas will prepare 90% construction plans at a scale of 1" = 40', technical specifications and cost estimate for the project. Comments from the 60% design review will be incorporated into the 90% construction plans.

Construction plans will also include the following:

Traffic Control Plan: Psomas will complete the preparation of Temporary a Traffic Control Plan, including a title/legend/detail sheet for the proposed improvements along 45th Street East. Where practical, Temporary Traffic Control plans will merge set-up for sewer underground construction with that for Storm Drain, and continue to depict work zone areas, tapers, transitions, signage, temporary markings, striping, and legends as necessary for implementation. Allocating ample space for staging and

work area is a paramount consideration on traffic control plan development. As such, Psomas will adhere to the applicable CA MUTCD and WATCH manual and guidelines. The following modifications to the existing Temporary Traffic Control Plans are expected:
TC-01 : Updates to the notes, signs legend and index map.
TC-02 through -04: change in work area limit on the west side is expected to cover sewer, storm drain and new pavement widening on the west side of 45h Street.
TC-05: Addition of one additional stage at 45th Street/Avenue R-8 that covers proposed storm drain connection to an existing 66-inch RCP.
No change is expected on the remaining TC sheets.
Deliverables: 90% design plans, specifications and engineer's estimate of probable construction costs, with the necessary updates.

Task 3.3 100% Plans, Specifications and Estimates
Psomas will prepare final construction documents, technical specifications and cost estimate for the project.
Comments from the 90% design review will be incorporated into the final construction plans.
Deliverables: Final design plans, specifications and engineer's estimate of probable construction costs, with the necessary updates.

OPTIONAL SERVICES
Task 4 Plat & Legal for additional ROW on the west side of 45th Street East
Preparation of legal description and map exhibits appurtenant to the proposed dedication instrument, adhering to the standards of the reviewing agency. The proposed additional ROW is located on the west side of 45th Street East from Ave R-8 to the Crecian Isle Mobile Home Park.
The need for this Task is contingent upon the timing of the recordation of the adjacent housing tract with the dedication of the 45th Street East right of way.

CONSULTANT shall perform and complete all such work and services in a manner satisfactory to CITY.

1.2 Project deliverables shall be reviewed and approved by CITY to determine acceptable completion. CITY shall have the right to review and inspect the work during the course of its performance at such times as may be specified by CITY.

1.3 CONSULTANT shall not accept any change of scope, or change in contract provisions, unless issued in writing, as a contract change order or amendment and signed by CITY. Any extensions of time must be mutually agreed upon in writing and executed by both parties.

1.4 CITY shall provide to CONSULTANT, without charge, all data, program information, including reports, records, maps, and other information, now in CITY's possession, which may facilitate the timely performance of the work.

2 CITY PROJECT MANAGER

To provide the services required by this Contract, CONSULTANT shall act under the authority and approval of a Project Manager appointed by CITY. The City Project Manager will oversee the work under this Contract, assist CONSULTANT with any necessary information, audit billings, and approve payments. CONSULTANT shall channel reports, deliverables, and special requests through the City Project Manager.

3 CONSULTANT'S KEY PERSONNEL

CONSULTANT's Team and Key Personnel are as follows:

Sr. Project Manager-Jeremy Johnson, PE., QSD/P, Env SP; other staff as needed.

This Consultant Services Contract has been awarded to CONSULTANT based on its representation that those personnel and subcontractors listed above will perform the portions of the work listed herein. CONSULTANT shall not deviate nor substitute any of these team members without prior written approval by CITY.

4 CONTRACT TERM

The term of this contract is starting July 11, 2024 through April 1, 2025 (42) weeks, commencing on the effective date.

5 TAXES

5.1 CONSULTANT shall pay all sales, consumer, use, and other similar taxes required to be paid by CONSULTANT in accordance with state and local laws.

5.2 CONSULTANT is an independent contractor and shall have no power or authority to incur any debt, obligation, or liability on behalf of CITY. No person employed by CONSULTANT or acting on its behalf, in connection with this Contract shall be considered the Agent or employee of CITY.

5.3 CONSULTANT shall be required to obtain a current City of Palmdale business license, as required by the Palmdale Municipal Code, before an Authorization to Proceed is issued.

6 PATENT FEES AND ROYALTIES

CONSULTANT shall pay all license fees and royalties and assume all costs incident to the use, in the performance of the work or the incorporation in the work of any invention, design, process, product or device which is the subject of patent rights or copyrights held by others. If a particular invention, design, process, product or device is specified by CITY for use in the performance of the work and if, to the actual

knowledge of CITY, its use is subject to patent rights or copyrights calling for the payment of any license fee or royalty to others, the existence of such rights shall be disclosed by CITY in the contract documents. CONSULTANT shall indemnify and hold harmless CITY and anyone directly or indirectly employed by CITY from and against all claims, damages, losses and expenses (including attorneys' fees) arising out of any infringement of patent rights or copyrights incident to the use in the performance of the work, or resulting from the incorporation in the work of any invention, design, process, product or device not specified by CITY, and shall defend all such claims in connection with any alleged infringement of such rights.

7 STANDARDS OF PERFORMANCE

CONSULTANT shall be responsible for the completeness and accuracy of its services and work and documents resulting there from, and CITY shall not be responsible for discovering deficiencies therein. CONSULTANT shall correct any such deficiencies or errors without additional compensation and without cost to CITY, except to the extent any such deficiency is directly attributable to deficiencies in CITY -furnished information.

8 CONSULTANT'S PERSONNEL

8.1 All services required under this Contract shall be performed by CONSULTANT, or under CONSULTANT'S direct supervision, and all personnel shall possess the qualifications, permits and licenses required by State and local law to perform such services.

8.2 CONSULTANT shall be solely responsible for the satisfactory work performance of all personnel engaged in performing services required by this Contract, and compliance with all reasonable performance standards established by CITY.

8.3 CONSULTANT shall be responsible for payment of all CONSULTANT's employees' and subcontractor's wages and benefits and shall comply with all requirements pertaining to the employer's liability, workers' compensation, unemployment insurance, and Social Security.

8.4 CONSULTANT shall indemnify and hold harmless CITY, and its respective officers, agents and employees from and against all claims, demands, damages or costs arising from CONSULTANT's acts or omissions with respect to any liability, damages, claims, costs and expenses of any nature arising from alleged violations of personnel practices.

9 COMPENSATION

9.1 For all of work and services including the various phases of tasks as described in Section 1, CITY shall pay to CONSULTANT an amount not to exceed

the sum of Three Hundred Seven Thousand Seven Hundred Forty dollars ($307740), payable as follows:

The City agrees to pay Consultant for work performed in accordance with the provisions based on the hourly rate schedule attached as Exhibit "A and B" for both the Sewer Improvements and Storm Drain Improvements

The Contract Price is CONSULTANT'S estimate of its charges for all of the services, including all labor, equipment, material, subcontractor and reimbursable costs, to be provided under this Agreement. Progress payments shall be made on a time and material basis. Final payment shall be made upon completion of all services and City acceptance of all deliverables, not-to-exceed the Contract Price.

9.2 CONSULTANT shall perform no work in excess of the total contract price without prior written approval of CITY. Total contract price includes expenses related to travel to and from CITY to meet with City and to appear, if so required, before City Council or any other board or commission of CITY.

9.3 CONSULTANT shall maintain adequate records and shall permit inspection and audit by CITY of CONSULTANT's charges under this Contract. CONSULTANT shall make such records available to CITY during normal business hours upon reasonable notice. Nothing herein shall convert such records into public records, and they will be available only to CITY and any specified public agencies. Such records shall be maintained by CONSULTANT for one (1) year following completion of the work under this Contract unless a longer period of time is required by state or federal law, in which event CONSULTANT shall retain its records for the time required by such laws.

9.4 No payment made hereunder by CITY to CONSULTANT, shall be construed as an acceptance by CITY of any work or materials, nor as evidence of satisfactory performance by CONSULTANT of its obligations under this Contract.

10 INDEMNIFICATION

To the fullest extent permitted by law, CONSULTANT and any contractors or subcontractors working on its behalf agree to indemnify CITY, its officers, employees, agents and elected and appointed boards (hereinafter "Indemnified Parties") for any loss, claim, demand, cause of action, cost, expense, damage, obligation or liability which arises out of or is in any way connected with the performance of any work under this agreement, including any acts or omissions, willful misconduct or negligent conduct, whether active or passive, on the part of CONSULTANT, its contractors or subcontractors, and regardless of any acts, omissions or negligence (whether active or passive) of any person or entity indemnified hereunder. At their own expense, CONSULTANT and, as applicable, any contractors or subcontractors working on its behalf, shall defend any suit, claim or action against the Indemnified Parties founded upon such loss, claim, demand, cause of action, cost, expense, damage, obligation or

liability. CONSULTANT shall ensure that the contract of any contractor or subcontractor working under this agreement contain an indemnity agreement, requiring the contractor or subcontractor to indemnify and defend the Indemnified Parties pursuant the terms set forth above. CONSULTANT shall indemnify the Indemnified Parties, and save it harmless from any and all loss, damage, costs, expenses and attorney's fees suffered or incurred on account of any breach of the aforesaid obligations and covenants, and any other provision or covenant of this agreement.

11 INSURANCE

11.1 CONSULTANT, at its expense, shall maintain in effect at all times during the performance of work under this Contract not less than the following coverage and limits of insurance, which shall be maintained with insurers listed "A" or better in the Best's Insurance Guide and authorized to do business in the State of California. **Proof of Insurance, as identified in Section 11.8, must be reviewed and accepted by the City Attorney**.

11.1.1 Workers' Compensation and Employer's Liability

- Workers' Compensation—coverage as required by the State of California
- Employer's Liability:
  $1,000,000.00 each accident
  $1,000,000.00 policy limit bodily injury
  $1,000,000.00 each employee bodily injury by disease

11.1.2 Professional Liability (Errors & Omissions) Insurance*

- $2,000,000 limit on a per occurrence basis

11.1.3 Commercial General Liability

- $2,000,000.00 limit on a per occurrence basis
- $4,000,000.00 general aggregate limit

11.1.4 Commercial Automobile Liability

- $2,000,000.00 combined single limit including owned, non-owned and hired automobile coverage

11.2 All of CONSULTANT's policies shall contain an endorsement providing that written notice shall be given to CITY at least thirty- (30) calendar days prior to termination, cancellation or reduction of coverage in the policy.

11.3 Policies providing for bodily injury and property damage coverage shall contain the following:

A. An endorsement extending coverage to the City as an additional insured, in the same manner as the named insured, as respects liability arising out of the performance of any work under the Contract. Such insurance shall be primary insurance, as respects the interest of the City, and any other insurance

maintained by the City shall be considered excess coverage and not contributing insurance with the insurance required hereunder. The certificate and endorsements shall state: “The City of Palmdale, the Successor Agency of the Community Redevelopment Agency of the City of Palmdale, Palmdale Civic Authority, Industrial Development Authority of the City of Palmdale, Palmdale Airport Authority, their officers, agents, employees and volunteers are named as additional insured’s.”

B. “Severability of Interest” clause.

11.4 Promptly on execution of this Contract, and prior to commencement of any work, CONSULTANT shall deliver to CITY certificates of insurance and endorsements to all required policies demonstrating that CONSULTANT has the required coverage and showing the required named insureds. Within five (5) days of written request from CITY, CONSULTANT shall deliver to CITY full and complete copies of all insurance policies required by this Contract.

11.5 The requirements as to the types and limits of insurance to be maintained by CONSULTANT are not intended to and shall not in any manner limit or qualify CONSULTANT’s liabilities and obligations under this Contract.

11.6 Any policy or policies of insurance that CONSULTANT elects to carry as insurance against loss or damage to its equipment and tools or other personal property used in the performance of this Contract shall include a provision waiving the insurer’s right of subrogation against CITY.

11.7 All insurance coverage must be maintained throughout the duration of this Contract.

11.8 Acceptable Proof of Insurance:

11.8.1 ACORD Certificate of Insurance listing all coverages, limits, deductibles and insureds; and endorsements for all applicable coverages if agent has authority to issue it; Additional insured Form CG20101185 or CG20100707 and CG20370704 or equivalent must be provided for general liability coverage. Additional insured form CA0001 must be provided for automobile liability coverage.

11.8.2 Agents must confirm that policy endorsements have been ordered from the respective insurance companies. Upon issuance, policy endorsements listing all insurers must be submitted to the City Attorney.

11.8.3 *When professional (E&O) liability coverage is provided on a “claims made basis”, CONSULTANT will continue to renew the insurance for a period of five (5) years after this Agreement expires or is terminated. Such insurance will have the same coverage and limits as the policy that was in effect during

the term of this Agreement, and will cover CONSULTANT, or its officers, employees, or agents during the time this Agreement was in effect.

11.9 Notwithstanding any other provision of this Contract, CITY may immediately terminate this Contract if, at any time CONSULTANT fails to maintain the required insurance for any period of time or fails to comply with any of the insurance requirements listed above.

11.10 CONSULTANT shall require any and all subcontractor's working on its behalf to provide insurance coverages and limits that are based on the scope of work and nature of risk being performed by the subcontractor. Any and all subcontractors working on behalf of CONSULTANT shall be subject to all other insurance requirements that are stated herein.

Any deviation in this requirement will be CONSULTANT's sole risk. CONSULTANT's insurance requirements in Section 11 will not be impacted and/or limited by such deviation.

12 TERMINATION WITHOUT CAUSE

CITY reserves the right to terminate this Contract or any part thereof for its sole convenience with fifteen (15) days written notice. In the event of such termination, CONSULTANT shall immediately stop all work hereunder, and shall immediately cause any of its suppliers and sub-consultants to cease such work. CONSULTANT shall also surrender to CITY all finished or unfinished documents or programs and other materials, which shall be City's property. As compensation in full for services performed to the date of such termination, the CONSULTANT shall receive an amount equal to the value of the work completed as of the termination date in accordance with the fee schedule or as negotiated between the parties. In no event shall the amount payable upon termination exceed the total maximum compensation provided for in this Contract.

13 TERMINATION FOR CAUSE

13.1 If the City determines that the CONSULTANT has failed to supply an adequate working force, or to provide services of proper quality, or has failed in any other respect to satisfactorily perform the services specified in this Contract, the City shall give written notice to the CONSULTANT specifying all defaults to be remedied within thirty (30) days. Such notice shall set forth the basis for the City's dissatisfaction and suggest corrective measures. If, after thirty days, the CONSULTANT has failed to implement the corrective measures, the City may elect to terminate this Contract, in whole or in part.

13.2 In the event the City terminates this Contract in whole or in part as provided herein above, the City may procure, upon such terms and in such manner, as it may deem appropriate, services similar to those terminated.

13.3 If this Contract is terminated as provided above, the City may require the CONSULTANT to provide all finished or unfinished documents, data, studies, software, drawings, maps, photographs, reports, etc., prepared by the CONSULTANT. Upon such termination, the CONSULTANT shall be paid an amount equal to the value of the services provided and work performed as of the date of termination. Such payment by the City may take into consideration the costs associated with hiring another CONSULTANT to complete the services. In the event no new CONSULTANT is employed, the CONSULTANT shall be paid an amount equal to the value of the work performed. In ascertaining the value of the work performed up to the date of termination, consideration shall be given to both completed work and work in progress, to complete and incomplete documents when such are delivered to CITY, and to authorized reimbursement expenses.

The above is in addition to any other remedies available by law or equity to the City.

13.4 If, after notice of termination of the Contract under the provisions of this Section 13, it is determined, for any reason, that CONSULTANT was not in default, or that the default was excusable, then the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to Section 12.

14 DISPUTE RESOLUTION

All claims, disputes, and other matters in question between CITY and CONSULTANT arising out of, or relating to this Contract, or the breach thereof shall, to the extent reasonably feasible, be resolved through good faith negotiations between the parties.

15 OWNERSHIP OF DOCUMENTS

All documents, including, but not limited to, research, field notes, investigations, analysis, and studies which are prepared in the performance of this Contract are to be, and remain the property of CITY. CONSULTANT shall furnish CITY, upon its request, originals or reproducible or electronic copies of reports, studies and of all other documents listed above.

16 SUBCONTRACTING, DELEGATION AND ASSIGNMENT

16.1 CONSULTANT shall not delegate, subcontract or assign its duties or rights hereunder, either in whole or in part, without the prior written consent of CITY; provided, however, that claims for money due or to become due to CONSULTANT from CITY under this Contract may be assigned to a bank, trust company or other financial institution without such approval. Any proposed delegation, assignment or subcontract shall provide a description of the services covered, identification of the proposed assignee, delegates or subcontractor, and an explanation of why and how the same was selected, including the degree of competition involved. Any proposed agreement with an assignee, delegates or subcontractor shall include the following:

A. The amount involved, together with CONSULTANT's analysis of such cost or price; and

B. A provision requiring that any subsequent modification or amendment shall be subject to the prior written consent of CITY.

C. The requirement to hire only those persons authorized by federal law to work in the United States.

16.2 Any assignment, delegation or subcontract shall be made in the name of CONSULTANT and shall not bind or purport to bind CITY and shall not release CONSULTANT from any obligations under this Contract including, but not limited to, the duty to properly supervise and coordinate the work of employees, assignees, delegates and subcontractors. No such assignment, delegation or subcontract shall result in any increase in the amount of total compensation payable to CONSULTANT under this Contract.

17 NON-DISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY

17.1 In performance of this Contract, CONSULTANT shall not discriminate against any employee, subcontractor, or applicant for employment because of sex, color, race, religion, ancestry, national origin, disability, medical condition, marital status, sexual orientation, or age. CONSULTANT will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their sex, color, race, religion, ancestry, national origin, disability, medical condition, marital status, sexual orientation or age. Affirmative action relating to employment shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

17.2 The provisions of subsection 17.1 above shall be included in all solicitations or advertisements placed by or on behalf of CONSULTANT for personnel to perform any services under this Contract. CITY shall have access to all documents, data and records of CONSULTANT and its subcontractors for purposes of determining compliance with the equal employment opportunity and non-discrimination provisions of this Section, and all applicable provisions of Executive Order No. 11246 which is incorporated herein by this reference. A copy of Executive Order No. 11246 is available for inspection at, and on file with, the Palmdale City Clerk's Office.

18 FINANCIAL INTEREST CERTIFICATION

18.1 CONSULTANT warrants that no person has been employed or retained to solicit or secure this Contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee; and that no officer or employee of the CITY has any interest, financially or otherwise, in CONSULTANT's firm.

18.2 For breach or violation of this warranty, CITY shall have the right to annul this Contract without liability, or at its discretion to deduct from the Contract Price or consideration, the full amount of such commission, percentage, brokerage or contingent fee.

19 CONFLICT OF INTEREST

19.1 CONSULTANT stipulates that its officers and employees do not now have a conflict of interest and it further agrees for itself, its officers and its employees that it will not contract for or accept employment for the performance of any work or services with any individual business, corporation or government unit that would create a conflict of interest in the performance of its obligations pursuant to this Contract or which would cause CONSULTANT to be "financial interested" (as provided in California Government Code Section 1090 et seq. or 87100 et seq.) in any contract or decision made by CITY on any matter.

19.2 CONSULTANT shall not employ any City official or employee to perform any work required pursuant to this Contract.

19.3 If CONSULTANT is a registered professional engineer or licensed land surveyor and the scope of work requires CONSULTANT'S recommendation of the actual formula to spread the costs of an assessment district's improvements, then CONSULTANT shall not participate in making that recommendation if the additional elements set forth in Government Code section 87100.1(c) apply. Those additional elements are: (1) CONSULTANT has received income of $250 or more for professional services in connection with any parcel included in the benefit assessment district within 12 months prior to the creation of the district; and (2) the district includes other parcels in addition to those parcels for which CONSULTANT received the income. In the event a conflict of interest does arise in that context, City shall select a different CONSULTANT to recommend the actual formula to spread the costs of the assessment district's improvements and the costs of such services shall be deducted from the compensation to be paid to CONSULTANT.

19.4 To the extent required by the City Manager/designee, CONSULTANT shall complete and file with the City Clerk a Form 700 Statement of Economic Interests disclosing any reportable property interests, income, gifts, investments, or business positions.

20 COMPLIANCE WITH LAW

20.1 CONSULTANT shall comply with all state and federal laws, including but not limited to, the requirement to hire only those persons authorized by federal law to work in the United States. If CONSULTANT uses any subcontractors to complete this Contract, this same requirement shall be included in all subcontracts and strictly enforced by CONSULTANT.

20.2 The law of the state of California shall govern this Contract. The venue of any legal action, either formal or informal, shall be the County of Los Angeles.

21 NOTICES

Any notice required under this Contract shall be in writing, addressed to the appropriate party at its address on the signature page and given personally or by registered or certified mail postage prepaid, or by a commercial courier service. All notices shall be effective upon the date of receipt.

22 ENTIRE CONTRACT AND AMENDMENTS

22.1 This Contract is the complete agreement between the parties and supersedes all prior proposals, agreements, and understandings between the parties and may not be modified or terminated orally.

22.2 No attempted waiver of any of the provisions hereof, nor any modification in the nature, extent or duration of the work to be performed by CONSULTANT hereunder, shall be binding unless in writing and signed by the party against whom the same is sought to be enforced.

22.3 The failure of any party to enforce against another party any provision of this Contract shall not constitute a waiver of that party's right to enforce such a provision at a later time, and shall not serve to vary the terms of this Contract.

23 ATTORNEY'S FEES

If any action at law or in equity is brought to enforce or interpret any provisions of this Contract, the prevailing party in such action shall be entitled to reasonable attorney's fees, costs and necessary disbursements, in addition to such other relief as may be sought and awarded.

In Witness Whereof, the parties hereto have caused this Contract to be executed and attested by their respective officers thereunto duly authorized.

CITY OF PALMDALE:

Ronda Perez
Signed: 10/14/2024

Ronda Perez
City Manager

Hamed Hashemian
Signed: 10/9/2024

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38250 Sierra Highway
Palmdale, CA 93550

PSOMAS:

Jeff Chess
Signed: 10/9/2024

Jeff Chess
Vice President

ADDRESS FOR NOTICE:
PSOMAS
27220 Tumberry Lane, Suite 190
Valencia, CA 91355-1058

APPROVE AS TO FORM:

William Patrick Curley III
Signed: 10/9/2024

William P. Curley, III
City Attorney

ATTEST:

Roxanne Faber
Signed: 10/16/2024

Roxanne Faber
City Clerk

---------- INTERNAL USE ONLY ----------

- Certificate(s) and Endorsement(s) attached
- Confirmed business name on contract with certificate(s)
- Attached Agreement Checklist and met all requirements

Record of Signing

For
Name
Title

Hamed Hashemian

Signed on 2024-10-09 02:00:11 GMT

Secured by Concord™
DocumentID: 02xuaK97P9BwdytTa96PES
SigningID: 02xuaK97J6TgevZgIJrZam
Signing date: 10/9/2024
IP Address: 206.171.111.149
Email: hhashemian@cityofpalmdale.org

For
Name
Title

Jeff Chess

Signed on 2024-10-09 13:37:28 GMT

Secured by Concord™
DocumentID: 02xuaK97P9BwdytTa96PES
SigningID: 02xurR5wqzDClLR56nyJdp
Signing date: 10/9/2024
IP Address: 159.100.175.55
Email: jeff.chess@psomas.com

For
Name
Title

William Patrick Curley III

Signed on 2024-10-09 15:57:34 GMT

Secured by Concord™
DocumentID: 02xuaK97P9BwdytTa96PES
SigningID: 02xuusHEXrA5jcXY1LzyrS
Signing date: 10/9/2024
IP Address: 107.131.11.226
Email: wcurley@harperburns.com

For
Name
Title

Ronda Perez

Signed on 2024-10-14 21:30:12 GMT

Secured by Concord™
DocumentID: 02xuaK97P9BwdytTa96PES
SigningID: 02xxtjUBeJ9RiHMbo5RiBE
Signing date: 10/14/2024
IP Address: 166.198.125.137
Email: rperez@cityofpalmdale.org

For
Name
Title

Roxanne Faber

Signed on 2024-10-16 16:18:28 GMT

Secured by Concord™
DocumentID: 02xuaK97P9BwdytTa96PES
SigningID: 02xyulDkj3GbtiZMNhMVzX
Signing date: 10/16/2024
IP Address: 206.171.111.149
Email: rfaber@cityofpalmdale.org

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City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
ENGINEERING DIVISION

DISTRICT: **ALL**

SUBJECT: **ADOPT RESOLUTION NO. CC 2026-011, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE APPROVING THE ENGINEER'S REPORTS AND THE CONTINUATION OF THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2026-27 FOR THE CITY OF PALMDALE LANDSCAPE MAINTENANCE ASSESSMENT DISTRICTS AND ANNEXATIONS, PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT, AND STREETLIGHT MAINTENANCE ASSESSMENT DISTRICTS AND ANNEXATIONS**

RECOMMENDATION

Staff recommend that the City Council:

1. Hold a public hearing to accept public testimony;

2. Approve the annual Engineer's Reports;

3. Adopt Resolution No. CC 2026-011, a Resolution of the City Council of the City of Palmdale approving the Engineer's Reports and the continuation of the levy and collection of assessments for Fiscal Year 2026-27 for the City of Palmdale Landscape Maintenance Assessment Districts and Annexations, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations;

4. Authorize the Mayor to execute Resolution No. CC 2026-011, a Resolution of the City Council of the City of Palmdale approving the Engineer's Reports and the continuation of the levy and collection of assessments for Fiscal Year 2026-27 for the City of Palmdale Landscape Maintenance Assessment Districts and Annexations, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations; and

5. Order the Engineer of Work to file the assessments with the Los Angeles County Auditor for the City of Palmdale Landscape Maintenance Assessment Districts and Annexations, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations.

BACKGROUND

The City of Palmdale Landscape Maintenance Assessment Districts and Annexations (LMDs), Park Maintenance and Recreation Improvement District (Park District), and Streetlight Maintenance Assessment Districts and Annexations (SLMDs) (all combined and referred to as the "Districts"), were approved by property owners pursuant to mailed ballot elections conducted in accordance with Article XIIID of the California Constitution.

The purpose of the LMDs is to fund the installation, maintenance, and servicing of ornamental structures, landscaping, including trees, shrubs, grass, and other ornamental vegetation, and appurtenant facilities, including irrigation systems, drainage devices, and drywells located in public places within the boundaries of the LMDs.

The purpose of the Park District is to fund the installation, maintenance, and servicing of public parks and recreational facilities throughout the City.

The purpose of the SLMDs is to fund the installation, maintenance, and servicing of any authorized improvements under the Act, including, but not limited to, streetlight, traffic signal, and highway safety light improvements, and any facilities that are appurtenant to any of the aforementioned or which are necessary or convenient for the maintenance or servicing thereof.

Each year, the Landscaping and Lighting Act of 1972 requires that, in order to continue the annual levy of assessments, the Districts have a detailed annual Engineer's Report approved by the City Council.

DISCUSSION

On April 7, 2026, the City Council took the first step toward continuing the assessment of the levies for Fiscal Year 2026-2027 by adopting Resolution No. CC 2026-007, which directed NBS, as the Engineer of Work, to prepare the annual Engineer's Reports for the Districts for Fiscal Year 2026-27.

On June 2, 2026, the City Council took the second step in the process by adopting Resolution No. CC 2026-009, which provided the intention to continue the assessments for Fiscal Year 2026-27, preliminarily approving the Engineer's Reports prepared by the Engineer of Work (NBS), and established the date, time, and place of a public hearing to receive testimony regarding the continued assessments to be placed on the Los Angeles County tax rolls.

The third and final step is the City Council's consideration of the final approval of the Engineer's Reports and the ordering of the levies for Fiscal Year 2026-2027, following a public hearing. Adoption of Resolution No. CC 2026-011 approves the Engineer's Reports for Fiscal Year 2026-2027 for the Districts and authorizes the continuation of the levy and collection of assessments through placement on the Los Angeles County tax rolls.

The annual Engineer's Reports contain information required by the Landscaping and Lighting Act of 1972 and Articles XIIIC and XIIID of the California Constitution (Proposition 218), including determining the special benefit to property owners within the Districts, identifying the methodology for assigning assessments to each parcel, and estimating the cost of improvements. The annual Engineer's Reports establishes the foundation and justification for the continued collection of the assessments for Fiscal Year 2026-27.

FISCAL IMPACT

$16,419,428.01; Annual revenues for the Districts would total $16,419,428.01, based on the Engineer's Reports, which are included as attachments.

The Fiscal Year 2026-27 annual assessment inflator for the LMDs may be based on the February or March Consumer Price Index (CPI), depending on the approved methodology when each district/annexation was formed. For districts/annexations whose assessments are increased based on the February CPI, the maximum assessment rate is increased by 2.93%. For districts/annexations whose assessments are increased based on the March CPI, the maximum assessment rate is increased by 3.40%. The total proposed assessment for all LMD's combined is $7,871,045.79.

For the Park District, the Fiscal Year 2026-27 assessment inflator is 3%, and the total proposed assessment is $3,375,857.58.

For SLMDs, the Fiscal Year 2026-2027 assessment inflator is 2.93% (except for Annexation Nos. 186 & 203, which have an inflator of 3.00%), and the total proposed assessment for all districts is $5,172,524.64.

STRATEGIC PLAN

Goal II: Ensure long-term fiscal health of the City and maintain funding for services.

A. Manage resources, costs, and liabilities to ensure the City's long-term fiscal health.

B. Establish healthy reserves for ongoing replacement and repair of capital assets while stabilizing annual spending.

Prepared by:	Leonardo Torres, P.E., Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Reso. No. CC 2026-011
Rpt Fiscal Year 2026-27 Combined Engineer's Report: Landscape Maintenance AD
Rpt Fiscal Year 2026-27 Engineer's Report: Park Maintenance and Recreation ID
Rpt Fiscal Year 2026-27 Engineer's Report: Streetlight Maintenance AD

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2026-011

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE APPROVING THE ENGINEER'S REPORTS AND THE CONTINUATION OF THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2026-27 FOR THE CITY OF PALMDALE LANDSCAPE MAINTENANCE ASSESSMENT DISTRICTS AND ANNEXATIONS, PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT, AND STREETLIGHT MAINTENANCE ASSESSMENT DISTRICTS AND ANNEXATIONS

WHEREAS, on April 7, 2026, the City Council of the City of Palmdale adopted Resolution No. CC 2026-007, whereby the City Council proposed the continuation of the City of Palmdale Landscape Maintenance Assessment Districts and Annexations (the "Landscape Assessment Districts"), Park Maintenance and Recreation Improvement District (the "Park District"), and Streetlight Maintenance Assessment Districts and Annexations (the "Streetlight Assessment Districts", or all together, the Landscape Assessment Districts, Park District, and Streetlight Assessment Districts may be referred to as the "Districts"), and designated NBS as the Engineer of Work for purposes of these proceedings (the "Engineer of Work") and ordered the Engineer of Work to prepare Engineer's Reports for the Districts (the "Reports") pursuant to the Landscaping and Lighting Act of 1972, constituting Part 2 of Division 15 of the California Streets and Highways Code (the "Act");

WHEREAS, on June 2, 2026, the City Council of the City of Palmdale adopted Resolution No. CC 2026-009 declaring its intention to continue assessments, preliminarily approving the Engineer's Reports, and setting the time and place for the Public Hearing in accordance with the Act and Article XIIID of the California Constitution;

WHEREAS, the Reports were duly made and filed with the City Clerk, and duly considered by this City Council and found to be sufficient in every particular, whereupon it was determined that the reports should stand as the Reports for all subsequent proceedings under and pursuant to the aforesaid resolution, and that July 7, 2026 at the hour of 5:00 p.m. at the City Council Chambers located at 38300 Sierra Highway, Suite C, Palmdale, California, was appointed as the time and place for a hearing by this City Council on the question of the levy of the proposed assessment, notice of which hearing was given as required by law; and

WHEREAS, at the appointed time and place the hearing was duly and regularly held, and all persons interested and desiring to be heard were given an opportunity to be heard, and all matters and things pertaining to the continuation of the levy were fully heard and considered by this City Council, and all oral statements and all written protests or communications were duly heard, considered and overruled, and this City Council thereby acquired jurisdiction to order the levy and the confirmation of the diagram and assessment

prepared by and made a part of the Reports to pay the costs and expenses thereof.

NOW THEREFORE, BE IT RESOLVED, THE CITY COUNCIL OF THE CITY OF PALMDALE DOES HEREBY FIND, DETERMINE, RESOLVE AND ORDER AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct.

SECTION 2. The public interest, convenience and necessity require that the continuation of the levy be made.

SECTION 3. The parcels within the Districts will be specially benefited by the improvements and assessed to pay the costs and expenses thereof, and the exterior boundaries thereof are as shown by the diagrams thereof filed in the office of the City Clerk, which diagram is made a part hereof by reference thereto.

SECTION 4. The City Council hereby orders the improvements to be maintained for the Districts, as set forth in the Reports and generally described in Exhibit A to this Resolution which Exhibit is, by this reference, incorporated herein.

SECTION 5. The assessments are in compliance with the provisions of the Act and Article XIIID of the California Constitution, and the City Council has complied with all laws pertaining to the levy of annual assessments pursuant to the Act and Article XIIID of the California Constitution.

SECTION 6. Reference is hereby made to the Reports for a full and detailed description of the improvements, the boundaries of the Districts, and the proposed assessments upon assessable lots and parcels of land within the Districts. The Reports as a whole and each part thereof, to wit:

i. the estimate of the itemized and total costs and expenses of maintaining the improvements and of the incidental expenses in connection therewith;

ii. the diagram showing the Districts, plans and specifications for the improvements to be maintained, and the boundaries and dimensions of the respective lots and parcels of land within the Districts; and

iii. the assessment of the total amount of the cost and expenses of the proposed maintenance of the improvements upon the several lots and parcels of land in the Districts in proportion to the estimated special benefits to be received by such lots and parcels, respectively, from the maintenance, and of the expenses incidental thereto are finally approved and confirmed.

SECTION 7. Final adoption and approval of the Reports as a whole, and of the plans and specifications, estimate of the costs and expenses, the diagram and the assessment, as contained in the Reports as hereinabove determined and ordered, is

intended to and shall refer and apply to the Reports, or any portion thereof as amended, modified, revised, or corrected by, or pursuant to and in accordance with, any resolution or order, if any, heretofore duly adopted or made by this City Council.

SECTION 8. The assessments to pay the costs and expenses of the maintenance of the improvements for Fiscal Year 2026-27 are hereby levied.

SECTION 9. Based on the oral and documentary evidence, including the Reports, offered and received at the hearing, this City Council expressly finds and determines (a) that each of the several lots and parcels of land will be specially benefited by the maintenance of the improvements in the amount of the assessment apportioned against the lots and parcels of land, respectively, and (b) that there is substantial evidence to support, and the weight of the evidence preponderates in favor of, the aforesaid finding and determination as to special benefit.

SECTION 10. Immediately upon the adoption of this resolution, but in no event later than August 10 following such adoption, the Engineer of Work shall file the assessment and a certified copy of this resolution with the Los Angeles County Auditor (the “Auditor”). Upon such filing, the Auditor shall enter on the Los Angeles County (the “County”) assessment roll opposite each lot or parcel of land the amount of assessment thereupon as shown in the assessment.

SECTION 11. The assessments shall be collected at the same time and in the same manner as County taxes are collected, and all laws providing for the collection and enforcement of taxes shall apply to the collection and enforcement of the assessments. After collection by the County, the net amount of the assessments, after deduction of any compensation due the County for collection, shall be paid to the Districts.

SECTION 12. The money representing assessments collected by the County shall be deposited in the City Treasury to the credit of the special fund known as "Improvement Fund" previously established under the distinctive designation of each of the Districts. Moneys in the Improvement Fund shall be expended only for the maintenance, servicing, construction, or installation of the improvements for Districts specified in the Reports.

SECTION 13. The adoption of this resolution constitutes the continuation of assessments for the Fiscal Year commencing July 1, 2026, and ending June 30, 2027.

SECTION 14. This Resolution shall take effect immediately upon its adoption. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED and **ADOPTED** this 7th day of July, 2026.

_____
Eric Ohlsen, Mayor

APPROVED AS TO FORM:

_____
Alexandra Severino, City Attorney

ATTEST:

_____
Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 7th day of July, 2026, by the following roll call vote:

AYES: _____

NOES: _____

ABSTAIN: _____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

EXHIBIT A
CITY OF PALMDALE
GENERAL DESCRIPTION OF THE IMPROVEMENTS

LANDSCAPE MAINTENANCE ASSESSMENT DISTRICTS AND ANNEXATIONS: The improvements to be maintained are described as follows: the installation, maintenance, and servicing of ornamental structures, landscaping, including trees, shrubs, grass, and other ornamental vegetation, and appurtenant facilities, including irrigation systems, drainage devices, and drywells located in public places within the boundaries of the districts. Maintenance means the furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of the ornamental structures, landscaping and appurtenant facilities, including repair, removal, or replacement of all or part of any of the ornamental structures, landscaping or appurtenant facilities; providing for the life, growth, health and beauty of the landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, and treating for disease or injury; the removal of trimmings, rubbish, debris, and other solid waste; and the cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti. Servicing means the furnishing of electricity for the lighting and operation of the ornamental structures, landscaping, and appurtenant facilities, water for the irrigation and control of the landscaping, and the maintenance of any of the ornamental structures, landscaping, and appurtenant facilities.

PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT: The City maintains park facilities in locations throughout its boundaries, which contain over 48,000 parcels. The Park Maintenance and Recreation Improvement District (the “Park District”) provides funding for the installation, maintenance, and servicing of parks and recreation facilities within the City, including, but not limited to, the City’s current parks and recreation facilities:

- Poncitlán Square (4.00 Acres), 38315 9th St. East
- Tejon Park Barrel Springs Equestrian Arena (20.00 Acres), East of Sierra Highway / South of Barrel Springs Road
- Pelona Vista Park (73.00 Acres), 37800 Tierra Subida Avenue
- Manzanita Heights Park (5.00 Acres), 431 Mesa Verde Street
- Arnie Quinones Park (2.50 Acres), 41003 50th Street West
- Desert Sands Park (20.00 Acres), 39117 3rd Street East
- Joe Davies Heritage Airpark at Palmdale Plant 42 (20.00 Acres), 2001 East Avenue P
- William J. McAdam Park & Pool (20.00 Acres), 38115 30th Street East
- Domenic Massari Park (40.00 Acres), 37716 55th Street East
- Sam Yellen Park (24.93 acres), Phase 1 completed (12.00 acres), Avenue S between 47th East and 55th Street East
- Joshua Hills Park (3.64 Acres), 3110 Fairfield Avenue
- Palmdale Playhouse (2,700 square feet), 38334 10th Street East

- Melville J. Courson Park (7.50 Acres), 38226 10th Street East (under construction by developer)
- Legacy Commons (new Palmdale Senior Center opened 2010) (14,000 square feet), 930 East Avenue Q-9
- Palmdale Senior Center Park (1.00 acre) park site between 9th Street East & 10th Street East and Q-9 & Q-10
- Dry Town Waterpark (7.00 acres), at Palmdale Oasis Park, 3850-B East Avenue S
- Palmdale Oasis Recreation Center (17,500 square feet), 3850-A East Avenue S
- Palmdale Oasis Park (33.00 acres), southwest corner of Avenue S and 40th Street East, 3850-A E. Avenue S
- Competition Swimming Pool at Palmdale Oasis Park, 3850-C East Avenue S
- Marie Kerr Park (57.00 Acres), 39700 30th Street West & 2723 Rancho Vista Boulevard
- Palmdale Amphitheater at Marie Kerr Park, 2723 Rancho Vista Boulevard
- Best of the West Softball Complex, at Marie Kerr Park, 2723-F Rancho Vista Boulevard
- Competition Swimming Pool at Marie Kerr Park, 2723 Rancho Vista Boulevard
- Marie Kerr Recreation Center, 2723-A Rancho Vista Boulevard
- Lot adjacent to Amphitheater/Marie Kerr Park (20.00 Acres), (not developed, currently used for overflow parking), 2723 Rancho Vista Boulevard
- Dr. Robert C. St. Clair Parkway (8.72 Acres), Sierra Highway
- Demonstration Garden (0.76 Acres), NEC of Palmdale Boulevard & Sierra Highway
- Foothill Park (12.33 Acres), 2525 The Groves
- Anaverde Hills Park (6.42 Acres), 2820 Greenbrier Street
- Larry Chimbole Cultural Center (19,300 square feet), 38350 Sierra Highway
- Rancho Vista Neighborhood Park (5.00 Acres), Bolz Ranch / Town Center Road
- Palmenthol History Park (16.30 Acres), Avenue S & 20th Street East (not developed)
- A.C. Warnack Nature Park (131.27 Acres), East of Godde Hill & South of the California Aqueduct (not developed)
- Amargosa Creek Trail (50 acres) 25th Street West at Elizabeth Lake Road
- Joshua Ranch Trail (7.3 acres) Joshua Ranch Road

The assessments shall also provide funding for the installation, maintenance, and servicing of new parks and recreation facilities, including, but not limited to new neighborhood and community parks, family aquatics facility, covered swimming pools, additional recreation centers, public amphitheater, additional sports fields, improvements to park safety including enhanced lighting, replacement of antiquated playground

equipment, additional park maintenance services, acquisition of lands for parks and recreation uses, and expansion of existing parks and recreation areas. The work and improvements are generally described as follows:

- Installation, maintenance and servicing of public recreational facilities and improvements, including, but not limited to, turf and play areas, park grounds and facilities, playground equipment, hard court surfaces, amphitheaters, tennis courts, gymnasiums, senior centers, recreation centers, aquatic parks, running tracks, walking paths, sports fields, basketball courts, swimming pools, landscape corridors, open space, trails, other recreational facilities, ground cover, shrubs and trees, irrigation and sprinkler systems, landscaping, drainage systems, lighting, fencing, entry monuments, graffiti removal and repainting, and labor, materials, supplies, utilities, equipment, and any debt service on bonds or other indebtedness issued for the work and improvements as applicable, at each of the locations owned, operated or maintained by the City. Plans and specifications for these improvements are filed with the Director of Parks and Recreation of the City and are incorporated herein by reference.
- Incidental expenses include all of the following: (a) The costs of preparation of the report, including plans, specifications, estimates, diagram, and assessment; (b) the costs of printing, advertising, and the giving of published, posted, and mailed notices; (c) compensation payable to the County for collection of assessments; (d) compensation of any engineer or attorney employed to render services in proceedings pursuant to the Act; (e) any other expenses incidental to the construction, installation, or maintenance and servicing of the improvements; (f) any expenses incidental to the issuance of bonds or notes pursuant to the Act; and (g) costs associated with any elections held for the approval of a new or increased assessment pursuant to the Act.

The assessment proceeds will be exclusively used for improvements within the Park District, plus incidental expenses. Reference is made to the plans and specifications, including specific expenditure and improvement plans by park/recreation site, which are on file with the City.

STREETLIGHT MAINTENANCE ASSESSMENT DISTRICTS AND ANNEXATIONS: The improvements to be maintained are described as follows: installation, maintenance, and servicing of any authorized improvements under the Act, including, but not limited to, streetlight, traffic signal, highway safety light improvements, and any facilities which are appurtenant to any of the aforementioned or which are necessary or convenient for the maintenance or servicing thereof.

CITY OF PALMDALE

Fiscal Year 2026/27 Combined Engineer's Report For:

Landscape Maintenance Assessment Districts and Annexations

June 2026

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1. ENGINEER'S LETTER

WHEREAS, the City Council of the City of Palmdale (the "City"), State of California, under the Landscaping and Lighting Act of 1972 (the "Act"), directed NBS to prepare and file the Combined Annual Engineer's Report for the Landscape Maintenance Assessment Districts and Annexations (the "Assessment Districts" or "Districts") for Fiscal Year 2026/27, in accordance with Article 4 of Chapter 1 of the Act and Article XIII D of the California Constitution. The report presents the plans and specifications describing the general nature, location and extent of the improvements to be maintained, an estimate of the costs of the administration, maintenance, operations and servicing of the improvements for Fiscal Year 2026/27, the diagram for the Assessment Districts, showing the area and properties to be assessed, and assessing the net amount upon the assessable lots and/or parcels within the Assessment Districts in proportion to the special benefit received.

NOW THEREFORE, the assessments as detailed in this Engineer's Report and as summarized in the table below are made to cover the portion of the estimated costs of maintenance, operation and servicing of said improvements to be paid by the assessable real property within the Assessment Districts in proportion to the special benefit received.

District	Parcel Count(1)	Total EDUs(2)	Proposed FY 2026/27 Assessment Amount
Landscape Maintenance Assessment Districts and Annexations(3)	29,475	27,606.10	$7,871,045.79

(1) Includes parcels levied and active parcels not yet subject to the assessment. 27,243 parcels are levied.
(2) Includes only EDUs for districts which are levied in Fiscal Year 2026/27.
(3) A list of the Assessment Districts and annexations containing the total proposed Fiscal Year 2026/27 assessments, the number of parcels assessed and assessment rate are detailed in Section 8 of this Engineer's Report.

I, the undersigned, respectfully submit this Engineer's Report and, to the best of my knowledge, information and belief, the Engineer's Report, Assessments, and the Assessment Diagram herein have been prepared, computed and levied in accordance with the assessment methodology adopted, approved and ordered by the City Council of the City of Palmdale at the time of each District formation.

John G Egan

John G. Egan, P. E.
Assessment Engineer

6/01/2026

REGISTERED PROFESSIONAL ENGINEER
JOHN G. EGAN
No. 14853
CIVIL
EXPIRATION DATE 3/31/26
STATE OF CALIFORNIA

2. INTRODUCTION

2.1 Background

The City provides maintenance and servicing of certain publicly owned landscaped areas and detention basins throughout the City. In order to fund the maintenance of these landscaping projects and improvements, the City has formed 251 Landscape Maintenance Assessment Districts and Annexations with approximately 29,000 parcels. The Assessment Districts have been formed and the assessment levies have been made pursuant to Part 2 of Division 15 of the California Streets and Highways Code, commonly known as the Landscape and Lighting Act of 1972, and Article XIII D of the California Constitution (the "Article XIII D").

2.2 Assessment District Inventory

Currently there are 246 existing Assessment Districts covering approximately 29,000 parcels. This Engineer's Report covers the 246 existing Assessment Districts. The City currently maintains landscape for only 234 Assessment Districts, encompassing about 27,250 parcels, and over 217 acres of landscaping located throughout the City. Although some Assessment Districts have been formed, the local improvements have not yet been installed and the City has not taken over the maintenance of their landscaping. Most of the Assessment Districts are comprised of residential parcels, both single-family and multi-family, with the exception of a few commercial developments.[2]

A complete list of the Assessment Districts including the number of parcels and the area of landscaping maintained is included in Sections 7 and 8 of this Engineer's Report. In addition to the existing 246 Assessment Districts, there are several developments throughout the City that were covered under the original district, prior to 1996, and are not included within the existing 246 Assessment Districts. The developments and reason for their exclusion are as follows:

- There are 20 developments within the City that were originally maintained by the City. These 20 developments failed to receive voter approval in 1996 and, therefore, are no longer maintained by the City;
- There are 23 developments within the City, which have no landscaping improvements and are, therefore, not maintained by the City; and
- There are 10 developments within the City, which have been combined with other developments when the Assessment Districts were approved.

The designation of the existing Assessment Districts is as follows:

Assessment District Nos. 1997-1, 2, 6, 7, 9, 10, 13, 14, 17, 19, 20, 23, 24, 24-1, 24-2, 24-3, 24-5, 25, 26, 28, 29, 31, 33, 35, 36, 41, 43, 46, 48, 49, 51, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 69, 70, 72, 73, 75, 76, 78, 80, 83, 84, 85, 86, 87, 88, 89, 93, 94, 96, 97, 98, 99, 100, 102, 105, 107, 110, 111, 114, 115, 116, 119, 120, 121, 122, 123, 125, 126, 127, 128, 129, 131, 133, 135, 136, 139, 140, 143, 144, 145, 146, 148, 151, 152, 153,

[2] *As detailed in the Annual Engineer's Report, City of Palmdale, Landscape Maintenance Assessment Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

154, 156, 157, 160, 163, 165. 167, 168, 171, 175, 176, 177, 178, 179, 183, 188, 189, 190, 191, 192, 193, 195, 199, 203, 204, 206, 207, 213, 216, 220, and 224;

Assessment District Nos. 1998-5, 11, 12, 15, 16, 21, 22, 30, 32, 37, 39, 40, 42, 52, 56, 68, 77, 92, 103, 109, 112, 137, 212, and 214;

Assessment District Nos. 1999-106, 113, 138, 150, 182, 201, 202, 222, 233, and 234;

Assessment District Nos. 2000-24-6, 44, 82, 219, and 235;

Assessment District Nos. 2001-236, 237, and 238;

Assessment District Nos. 2002-141, 239, 240, 242, 243, 244, 251, 252, 253, 254, 255, and 256;

Assessment District Nos. 2003-197, 245, 246, 259, and 260;

Assessment District Nos. 2004-180, 221, 241, 247, 248, 257, 261, 262, 264, 265, 266, 267, 268, 271, 272, 274, 276, 277, and 900;

Assessment District Nos. 2005-159, 184, 217, 256-01, 263, 272-01, 273, 275, 278, 279, 281, 282, 283, 286, 287, 289, 292, 293, 296, and 299;

Assessment District Nos. 2006-173, 272-02, 292-01, 294, 295, 297, 298, 301, 302, 314, 315, and 901;

Assessment District Nos. 2007-304, 312, 313, 316, 318, 319, and 320;

Assessment District Nos. 2014-321 and 2014-322; and

Assessment District Nos. 2020-290 and 2020-324. For details of the assessments, refer to the annexation Engineer's Report approved on January 12, 2022 and the amended on May 4, 2022 for Assessment District No. 2020-290. Refer to the annexation Engineer's Report approved on November 3, 2021 for Assessment District No. 2020-324.

2.3 District Changes

The following information highlights certain Assessment Districts that have had modifications from their original formation or require individual budgetary attention.[3]

Annexation 97-24-5B is assessed under Annexation 97-24-5.

Beginning with Fiscal Year 2006/07, the landscaping within Assessment District No. 251, located south of Avenue N on the west side of 50th Street West and Assessment District No. 2004-900, will be maintained by each Assessment District's respective HOA. For Fiscal Year 2009/10, Assessment District No. 251's assessment rate was lowered to $47.46 per parcel. Therefore, Assessment District No. 251's annual assessments only include administrative costs to provide compliance monitoring for maintenance standards and quality.

The following Assessment Districts are commercial development and the assessments are calculated based on acreage (see the Method of Assessment section of this Engineer's Report):

1. Assessment District No. 152, located between Avenue O-8 and Avenue P, east of 15th Street West and west of the Antelope Valley Freeway;

[3] *As detailed in the Annual Engineer's Report, City of Palmdale, Landscape Maintenance Assessment Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

2. Assessment District No. 154, located on the northwest corner of Avenue N and 10th Street West; and
3. Assessment District No. 195, located on the northeast corner of Avenue Q and 5th Street West.

Assessment District No. 80 is a mobile home district that is located on Rancho Vista Boulevard and approximately Avenue N-8. The assessments are calculated based on acreage (see the Method of Assessment section of this Engineer's Report).

Beginning with Fiscal Year 2001/02, Assessment District Nos. 115 and 192 received a decrease in their per parcel assessment. This was due to the removal of drainage facilities and the elimination of the maintenance associated with those facilities.

Beginning Fiscal Year 2006/07, for Assessment District No. 256, Annexation No. 01, there was one additional parcel added to the southeast corner of Tract No. 52490. This parcel was added at the request of the property owner.

Beginning with Fiscal Year 2008/09, in Assessment District No. 268 only developed parcels will be assessed in Phase 1 and 2 and a portion of Phases 3, 4, and 5. Only a portion of the landscape improvements were installed and accepted for maintenance.

All parcels included within Assessment District Nos. 292 and 292-01 are combined and identified under Assessment District No. 292. Beginning with Fiscal Year 2009/10, the assessments for Assessment District Nos. 292 and 292-01 has been amended to $539.88. Assessment District No. 292 is to have no assessment for either the multipurpose trail along 70th Street West or the offsite flood control basin at the southwest corner of 65th Street West and Avenue M.

For Fiscal Year 2009/10 Assessment District No. 297 was credited $20,419.71 and no further assessments were levied. No landscape improvements were constructed and Tentative Tract Map 61610, for which Assessment District No. 297 was formed, has expired and no property entitlement exists on the property anymore.

Beginning with Fiscal Year 2011/12, Assessment District No. 900 shall not be levied an assessment as the City does not maintain the local improvements.

Assessment District No. 2004-277 has been dissolved as of April 6, 2016. The HOA will undertake the maintenance of all improvements and services beginning Fiscal Year 2016/17.

The City does not assess Assessment District Nos. 2005-297, 2006-173, 2006-302, 2007-312, 2007-313, 2007-316, 2007-318, 2007-319, 2007-320, 2014-321, 2014-322, and 2006-901 because the landscaping has not been completed or accepted for maintenance. For Fiscal Year 2026/27, these Assessment Districts will receive a credit towards their assessment resulting in a zero assessment.

The annexation Engineer's Report was approved for Assessment District No. 2020-290 on January 12, 2022 and a reduction of the rate was subsequently approved with the Amended Engineer's Report on May 4, 2022.

Beginning in Fiscal Year 2026/27, the maximum assessment rates for the following districts were adjusted down based on the results of a district wide financial review and evaluation: 1998-11, 1997-24-5, 1998-32, 1997-65, and 2005-217.

2.4 Process for Annual Assessment

As required by the procedures specified in the Act, an Engineer's Report must be prepared on an annual basis which contains a full and detailed description of the improvements, the boundaries of the assessment district and any zones therein, and the proposed assessments upon assessable lots and parcels of land within the assessment district.

The City Council must also annually adopt a resolution of intention which:

- Declares the intention of the City Council to levy and collect assessments within the assessment district for the fiscal year stated therein.
- Generally describes the existing and proposed improvements and any substantial changes proposed to be made in existing improvements.
- Refers to the assessment district by its distinctive designation and indicates the general location of the assessment district.
- Refers to the report of the engineer, on file with the City Clerk, for a full and detailed description of the improvements, the boundaries of the assessment district and any zones therein, and the proposed assessments upon assessable lots and parcels of land within the assessment district.
- Gives notice of the time and place for public hearing by the City Council on the levy of the proposed assessment.
- States whether the assessment is proposed to increase from the previous year.

If the assessments are to be levied in the same or lesser amounts than the maximum assessment allowed, the City Clerk shall give notice of the public hearing by causing the resolution of intention to be published. Any interested person may, prior to the conclusion of the public hearing, file a written protest which shall state all grounds of objection. The protest shall contain a description sufficient to identify the property owned by the property owner filing the protest. During the course or upon conclusion of the hearing, the City Council may order changes in any of the matters provided in the report, including changes in the improvements, any zones within the assessment district, and the proposed diagram or the proposed assessment. If the assessment to be levied exceeds the maximum assessment allowed, the City must comply with the procedures specified in Article XIII D and Proposition 218.

The City Council, upon conclusion of the public hearing must then adopt a resolution confirming the diagram and assessment, either as originally proposed or as changed by it. The adoption of the resolution shall constitute the levy of an assessment for the fiscal year referred to in the assessment. If confirmed, the assessments would be submitted to the County Auditor Controller for inclusion on the property tax roll.

2.5 Legislative Context

In 1996, California Voters adopted Proposition 218, the "Right to Vote on Taxes Act" which added Articles XIII C and XIII D to the California Constitution. Article XIII D imposes certain substantive and procedural requirements on any agency that wishes to levy special assessments.

Article XIII D imposes four basic substantive requirements on assessments[4]:

- All parcels that will have a special benefit conferred upon them and upon which an assessment will be imposed must be identified;
- The general benefits must be distinguished from the special benefits conferred on the parcels;
- The proportionate special benefit derived by each parcel must be determined in relationship to the entirety of the capital improvement, the maintenance and operation expenses of the public improvement, or the cost of the property related service being provided; and
- The amount assessed to a parcel must not exceed the reasonable cost of the proportional special benefit conferred on that parcel and does not include any costs attributable to the general benefit.

Since the initial passage of Proposition 218, several court rulings have helped provide context and direction on the practical implementation procedures and requirements for levying assessments. Several of the key concepts from these rulings are summarized below.

GENERAL BENEFIT

Article XIII D requires an agency to separate the general benefits from the special benefits conferred because only special benefits are assessable.

The Court of Appeal in *Golden Hills Neighborhood Assn., Inc. v. City of San Diego* (2011) (*Golden Hills*)[5] clarified this concept by stating, "*Separation and quantification of general and special benefits must be accomplished by apportioning the cost of a service or improvement between the two and assessing property owners only for the portion of the cost representing special benefits*."

The Court of Appeal in *Beutz v. County of Riverside* (2010) (*Beutz*)[6] quoted from the Legislative Analyst's Office pamphlet titled "Understanding Proposition 218" which states an agency must, "*estimate the amount of special benefit landowners would receive from the project or service, as well as the amount of 'general benefit.' This step is needed because Proposition 218 allows local government to recoup from assessments only the proportionate share of cost to provide the special benefit.*"

The Court in *Beutz* furthered this idea stating, "*Separating the general from the special benefits of a public improvement project and estimating the quantity of each in relation to the other is essential if an assessment is to be limited to the special benefits*."

The Court of Appeal in *Silicon Valley Taxpayers' Association Incorporated v. Santa Clara County Open Space Authority* (2008) (*SVTA*)[7] clarified that general benefits are not restricted to benefits conferred only on persons and property outside the assessment district but can include benefits both conferred on real property located in the district or to the public at large. The "public at large" includes all members of the public, including those who live, work, and shop within the district, and not simply transient visitors.

[4] *California Constitution Article XIII D Section 4.*
[5] *Golden Hill Neighborhood Assn. v. City of San Diego CA4/1, D062203 (Cal. Ct. App. 2013)*
[6] *Beutz v. County of Riverside, 109 Cal. Rptr. 3d 851 (Cal. Ct. App. 2010)*
[7] *Silicon Valley Taxpayers' Association Incorporated v. Santa Clara County Open Space Authority, 44 Cal. 4th 431 (2008).*

BENEFIT-BASED NOT COST-BASED

In *Bonander v. Town of Tiburon* (2009) (*Tiburon)*[8], the Court of Appeal clarified the idea that assessments must be apportioned based upon benefit rather than cost. The Court stated, "*Proportionate special benefit is the basis upon which a project's total assessable costs are apportioned among parcels within an assessment district.*"

The assessment on a particular property cannot be based on the relative cost of the improvements, but rather the special benefit conferred on such property. The Court in *Tiburon* also stated, "*an assessment represents the entirety of the cost of the improvement or property-related service, less any amount attributable to general benefits (which may not be assessed), allocated to individual properties in proportion to the relative special benefit conferred on the property*."

PUBLIC PROPERTY

Section 4, Subdivision (a) of Article XIII D states, in part, "*Parcels within a district that are owned or used by any agency, the State of California or the United States shall not be exempt from assessment unless the agency can demonstrate by clear and convincing evidence that those publicly owned parcels in fact receive no special benefit.*" Historically there had been differing opinions about whether this requirement that publicly owned property should not be exempt actually meant those properties must be assessed.

The Court of Appeal in *Manteca Unified School District v. Reclamation District No. 17 et al* (2017) *(Manteca)*[9] clarified this issue by stating, *"section 4, subdivision (a) of article XIII D of the California Constitution unambiguously conditions any continuing benefit assessment exemption on a showing by clear and convincing evidence of no special benefit."*

IMPRECISION

The Court in *Tiburon* acknowledged the difficulty of trying to precisely assign and measure special benefit, stating, "*Any attempt to classify special benefits conferred on particular properties and to assign relative weights to those benefits will necessarily involve some degree of imprecision.*"

The Court in *Tiburon* went on to say that a formula assigning equal weight to different special benefits *"may be a legally justifiable approach to measuring and apportioning special benefits,* [but] *it is not necessarily the only valid approach. Whichever approach is taken to measuring and apportioning special benefits, however, it must be both defensible and consistently applied*."

[8] *Bonander v. Town of Tiburon, 147 Cal. App. 4th 1116 (Cal. Ct. App. 2007)*
[9] *Manteca Unified School District v. Reclamation District No. 17 et al, C077906 (Cal. Ct. App. 2017)*

3. PLANS AND SPECIFICATIONS

The work and improvements proposed to be undertaken by the City and the cost thereof paid from the levy of the annual assessment provide special benefit to assessor parcels within the Assessment Districts defined in the Method of Assessment herein. Consistent with the Act, the improvements are generally described as follows:

The installation, maintenance and servicing of ornamental structures, landscaping, including trees, shrubs, grass, and other ornamental vegetation, and appurtenant facilities, including irrigation systems, drainage devices, and drywells located in public places within the boundaries of the Assessment Districts.

“Maintenance” means the furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including: repair, removal, or replacement of all or part of any improvement; providing for the life, growth, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury; the removal of trimmings, rubbish, debris, and other solid waste; the cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti.

“Servicing” means the furnishing of electricity for the lighting and operation of any ornamental structures, landscaping, and appurtenant facilities; water for the irrigation and control of the landscaping, and the maintenance of any of the ornamental structures, landscaping and appurtenant facilities.

Improvements: Article XIII D of the California Constitution defines "maintenance and operation expenses" as "the cost of rent, repair, replacement, rehabilitation, fuel, power, electrical current, care and supervision necessary to properly operate and maintain a permanent public improvement" (hereinafter referred to as the "improvements"). The Assessment District's funding includes, but is not limited to, the removal, repair, replacement and appurtenances, electrical energy, supplies, engineering and incidental costs relating to the maintenance and operation of the landscape improvements benefiting the Assessment Districts’ parcels.[10]

Plans and Specifications for the improvements for the Assessment Districts are voluminous and are not bound in this report but by this reference are incorporated and made a part of this Engineer’s Report. The Plans and Specifications are on file in the office of the Director of Public Works where they are available for public inspection.

[10] *As detailed in the Annual Engineer’s Report, City of Palmdale, Landscape Maintenance Assessment Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

4. ESTIMATE OF COSTS

Fiscal Year 2026/27 estimated costs of maintenance and servicing the improvements as described in the Plans and Specifications of this Engineer's Report are summarized below. The full itemized budget for the Assessment Districts is voluminous and is not bound in this Engineer's Report but by reference is incorporated and made a part of this Engineer's Report. The itemized budget is on file in the Department of Public Works, where it is available for public inspection. The tables below show the budget summary for the Assessment Districts.

Combined Landscape Maintenance Assessment District Budget Fund and Budget Summary, Fiscal Year 2026/27	
Description	**Proposed FY 2026/27 Costs**
Direct Maintenance Costs	$2,421,980
Utility Costs	1,210,000
Other Costs	7,637,240
Capital Expenses	585,750
Estimated Expenditures	**$11,854,970**
Contributions from Other Sources (1)	(3,983,924)
Fiscal Year 2026/27 Net Amount to be Assessed	**$7,871,046**

(1) Includes City general fund contributions, developer contributions, and other sources.

A list of the Assessment Districts containing the Fiscal Year 2026/27 assessment, number of parcels proposed to be assessed, and the assessment rate per EDU is included in Section 8 of this Engineer's Report.

The following cost descriptions apply to the budget:

DIRECT MAINTENANCE COSTS

Maintenance Costs. Labor, Material, and Equipment - Includes labor, material, and equipment required to properly maintain and service the ornamental structures, landscaping, and appurtenant facilities within the Assessment Districts, including the maintenance and servicing of drywells, fencing, entry monuments, and drainage facilities. Improvements within the Assessment Districts will be maintained and serviced on a regular basis. City staff will determine the frequency and specific maintenance operations required; but generally, the operations will occur weekly.

Renovation. Repairs that are unforeseen and not normally included in the yearly maintenance cost. This may include repair of damage due to vandalism, storms, and frost. Planned upgrades of the improvements that provide a direct benefit to the Assessment Districts could also be included in renovation costs. Examples of upgrades are replacing plant materials and/or renovating irrigation systems.[11]

[11] *Costs descriptions from the Annual Engineer's Report, City of Palmdale, Landscape Maintenance Assessments Districts and Annexations, Fiscal year 2020/21 dated April 2020.*

UTILITY COSTS

Water. The furnishing of water required for the irrigation of the landscaping and the maintenance of the ornamental structures and appurtenant facilities.

Gas and Electric. The furnishing of electricity and gas required for the operation of the ornamental structures, landscaping and appurtenant facilities.

OTHER COSTS

Personnel/Overhead. The cost of City staff for providing the coordination for maintenance and servicing, responding to public concerns, and levying and collecting assessments. This includes reimbursement for time spent by Finance and Accounting, the City Attorney, the City Manager, and the Public Works staff.

Consultants. The cost of contracting with professionals to provide services specific to the levy and annual administration.

Professional Fees. These are the costs of contracting with professionals for annual certification of irrigation backflow devices and for professionals to provide any additional administrative or engineering services specific to the Assessment Districts, such as the cost to prepare and mail notices of the public hearing, or preparation of assessment diagrams.

County Administration Fees. The costs charged by the County to place the assessments on the property tax rolls.

5. METHOD OF APPORTIONMENT

The following section of includes an explanation of the benefits to be derived from the installation, maintenance and servicing of the improvements throughout each Assessment District, as well as a description of the assessment methodology used to apportion the total assessment to properties within each Assessment District (with the exception of Assessment District Nos. 2020-290 and 2020-324).

The method of apportionment and description of benefit for Assessment District No. 2020-290 is detailed in the Amended Engineer's Report approved on May 4, 2022 (including the reduction of the rate). The method of apportionment and description of benefit for Assessment District No. 2020-324 is detailed in the annexation Engineer's Report approved on November 3, 2021.

For all other Assessment Districts, previous annual Engineer's Reports were prepared by a different engineer of record and specific language from the prior year's Engineer's Report [12] has been referenced to describe the Method of Apportionment within the following section of this report. [13]

The Assessment Districts consist of all assessor parcels within the boundaries as defined by the Assessment Diagram included with this report. Further, all assessor parcels, including all privately and publicly owned parcels, are identified by Assessor Parcel Numbers listed within the included levy roll. The method used for apportioning the assessment is based on the proportional special benefits to be derived by the properties in the Assessment Districts over and above general benefits conferred on real property or to the public at large.

The apportionment of special benefit is a two-step process: the first step is to identify the types of special benefit arising from the improvements, and the second step is to allocate the assessments to property based on the estimated relative special benefit for each type of property.

5.1 Special Benefit

The improvements are expected to confer certain special benefits to the parcels within each Assessment District. Pursuant to the Prior Engineer's Report, the special benefit conferred to parcels is more fully described as follows:

> *Each and every parcel within each Assessment District receives a particular and distinct benefit from the improvements over and above general benefits conferred by the improvements.*
>
> *First, all of the improvements were conditions of approval for the creation or development of the parcels. In order to create or develop the parcels, the City required the original developer to install, and guarantee the maintenance of, landscaping, ornamental structures, and appurtenant facilities to serve the parcels. Therefore, each*

[12] *Method of Apportionment and subsections as detailed in the Annual Engineer's Report, City of Palmdale, Landscape Maintenance Assessment Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020 ("Prior Engineer's Report").*

[13] *Method of Apportionment and subsections as detailed in the Annual Engineer's Report, City of Palmdale, Landscape Maintenance Assessment Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

and every parcel within the Assessment Districts could not have been developed in the absence of the installation and promised maintenance of these facilities.

In addition, the improvements continue to confer a particular and distinct special benefit upon parcels within the Assessment Districts because of the nature of the improvements. The proper maintenance of landscaping and appurtenant facilities specially benefit parcels within the Assessment Districts by moderating temperatures, providing oxygenation, attenuating noise from adjacent streets and controlling dust for those properties in close proximity to the landscaping, thereby enhancing the environmental quality of the parcels and making them more desirable. Properly maintained landscaping also deters erosion of slopes and thereby minimizes the risk of instability and the potential destruction of property within the Assessment Districts. The spraying and treating of landscaping for disease reduces the likelihood of insect infestation and other diseases spreading to landscaping located throughout the properties within the Assessment Districts. The proper maintenance of the landscaping, ornamental structures, and appurtenant facilities reduces property-related crimes (especially vandalism) against properties in the Assessment Districts through the abatement of graffiti and the screening of properties within the Assessment Districts from arterial streets.

Finally, the proper maintenance of landscaping and ornamental structures improves the attractiveness of the properties within the Assessment Districts and provides a positive visual experience each and every time a trip is made to or from the property. The above-mentioned benefits contribute to the specific enhancement of the property values of each of the parcels within the Districts.

The *SVTA* decision provides enhanced clarity to the definitions of special benefits from landscaping and parks to properties in three distinct areas: proximity, expanded or improved access, and views. The *SVTA* decision also clarifies that a special benefit is a service or improvement that provides a direct advantage to a parcel and that indirect or derivative advantages resulting from the overall public benefits from a service or improvement are general benefits. The *SVTA* decision also provides specific guidance that setback landscaping is a direct advantage and special benefit to property that is proximate to a landscaped area that is improved by an assessment:

> *The characterization of a benefit may depend on whether the parcel receives a direct advantage from the improvement (e.g. proximity to a park) or receives an indirect, derivative advantage resulting from the overall public benefits of the improvement (e.g. general enhancement of the district's property values).*

Proximity, improved access and views, in addition to the other special benefits listed herein further strengthen the basis of these assessments.

5.2 Quantification of General Benefit

Although the analysis used to support these assessments concludes that the benefits are solely special, as described above, consideration is made for the suggestion that a portion of the benefits are general. General benefits cannot be funded by these assessments – the funding must come from other sources.

The maintenance and servicing of these improvements is also partially funded, directly and indirectly from other sources including the City, Los Angeles County, and the State of California. This funding comes in the form of grants, development fees, special programs, and general funds, as well as direct maintenance and servicing of facilities (e.g. curbs, gutters, streets, drainage systems, etc.). This funding from other sources more than compensates for general benefits, if any, received by the properties within the Assessment Districts.

STEP 1 – CALCULATION OF GENERAL BENEFIT

The general benefits from this assessment may be quantified as illustrated in the following table.

Calculation of General Benefit[1]

Benefit Factor	Relative Weight	General Benefit Contribution	Relative General Benefit
Extension of landscaped area	2	10%	0.2
Proximity to improved landscaping	2	10%	0.2
Access to improved landscaped areas	2	10%	0.2
Improved views	2	10%	0.2
Creation of individual lots for development or approval of building permits	92	0%	0
	100		0.2
	Total Calculated General Benefit =		**0.8%**

(1) Per the Prior Engineer's Report.

As a result, the City will contribute at least 0.8% of the total budget from sources other than the assessment. The following contribution offsets any general benefits from the assessment services.

STEP 2 – CALCULATE THE CURRENT GENERAL BENEFIT CONTRIBUTION FROM THE CITY

Pursuant to the Prior Engineer's Report, the overall general benefit contribution is the sum of the following components:

The City owns, maintains, rehabilitates and replaces curb and gutter along the border of the Assessment Districts' improvements. This curb and gutter serves to support, contain, retain, manage irrigation flow and growth, and provide a boundary for the improvements. The contribution from the City towards the general benefit from the maintenance, rehabilitation, and replacement of the curb and gutter is conservatively estimated to be 1%.

The City owns and maintains a storm drainage system along the border of the Assessment Districts' improvements. This system serves to prevent flooding and associated damage to the improvements, and manage urban runoff including local pollutants loading from the improvements. The contribution from the City towards general benefit from the maintenance, and operation of the local storm drainage system is conservatively estimated to be 1%.

The City owns and maintains local public streets along the border of the Assessment Districts' improvements. These public streets provide access to the improvements for its enjoyment as well as efficient maintenance. The contribution from the City towards general benefit from the maintenance of local public streets is conservatively estimated to be 1%.

The value of the construction of the improvements can be quantified and monetized as an annuity. Since this construction was performed and paid for by non-assessment funds, this "annuity" can be used to offset general benefit costs and is conservatively estimated to contribute 25%.

Therefore, the total general benefit is conservatively quantified at 0.8% which is more than offset by the total non-assessment contribution towards general benefit of 28%.

5.3 Method of Assessment

The development of an assessment methodology requires apportioning benefit to determine the relative special benefit for each property. The precise language from the Prior Engineer's Report is included below:

> *In the single-family residential Assessment Districts, the parcels in the Assessment Districts receive the same special benefit from the improvements due to their similarity in size and use and their similar proximity to the improvements. Therefore, each parcel is assessed an equal amount.*
>
> *In the mobile home Assessment Districts, each mobile home unit receives an equal special benefit from the improvements. However, because each parcel within such Assessment District may have a different number of mobile home units, the assessment against each parcel varies depending on the potential number of units, which may be located on the parcel. Since the potential number of units on a parcel depends on the area of the parcel, the estimated cost of the improvements in a mobile home Assessment District has been divided among the parcels within the Assessment District according to the area of each parcel in the Assessment District.*
>
> *In the commercial Assessment Districts, the special benefit to each parcel is derived not only from the benefits to the property described above, but also the enhancement of the property's value through its ability to attract clients, employees and customers to the parcel. This benefit increases according to the size of the business and the number of people using the parcel, which in turn generally correlates to the area of the parcel. Therefore, the estimated cost of the improvements in a commercial District has been divided among the parcels within the District according to the area of each parcel in the District.*
>
> *Publicly owned parcels will be assessed the same as other parcels, except for publicly owned drainage basins. The publicly owned drainage basin parcels are undeveloped and are required to remain undeveloped in order to function as drainage basins. Therefore, the parcels receive none of the special benefits described above.*

5.4 Cost of Living Inflator

Annually, the maximum assessment rates for the Assessments Districts may be increased, based upon the Consumer Price Index, All Urban Consumers, for Los Angeles-Long Beach-Anaheim Area ("CPI"), as determined by the United States Department of Labor, Bureau of Labor Statistics, or its successor[14].

[14] *As detailed in the Annual Engineer's Report, City of Palmdale, Landscape Maintenance Assessment Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

Annually, the Assessment Engineer shall compute the percentage difference between the CPI for the most recent February or March and the CPI for the previous February or March and shall then adjust the current fiscal year maximum assessment rate by an amount not to exceed such CPI percentage change for the following fiscal year. Should the Bureau of Labor Statistics revise such index or discontinue the preparation of such index, the Assessment Engineer shall use the revised index or a comparable system as approved by the City Council for determining fluctuations in the cost of living.[15]

For Fiscal Year 2026/27, the Assessment Districts which are increased based on the increase of the February 2025 to February 2026 CPI, for All Urban Consumers in the Los Angeles-Long Beach- Anaheim Area, the maximum assessment rates are increased by 2.93%. The Assessment Districts which are increased based on the increase of the March 2025 to March 2026 CPI, for All Urban Consumers in the Los Angeles-Long Beach- Anaheim Area, the maximum assessment rates are increased by 3.40%.

The following tables show the applicable month of CPI data applied to calculate the maximum assessment rates for each of the Assessments Districts.

[15] *From the Annual Engineer's Report, City of Palmdale, Landscape Maintenance Assessments Districts and Annexations, Fiscal year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

Assessment District	CPI Month	Assessment District	CPI Month	Assessment District	CPI Month
1	March	42	March	96	March
2	March	43	March	97	March
5	March	44	March	98	March
6	March	46	March	99	March
7	March	48	March	100	March
9	March	49	March	102	March
10	March	51	March	103	March
11	March	52	March	105	March
12	March	56	March	106	March
13	March	58	March	107	March
14	March	59	March	109	March
15	March	60	March	110	March
16	March	61	March	111	March
17	March	62	March	112	March
19	March	63	March	113	March
20	March	64	March	114	March
21	March	65	March	115	March
22	March	66	March	116	March
23	March	67	March	119	March
24	March	68	March	120	March
24-1	March	69	March	121	March
24-2	March	70	March	122	March
24-3	March	72	March	123	March
24-4	March	73	March	125	March
24-5	March	75	March	126	March
24-6	March	76	March	127	March
25	March	77	March	128	March
26	March	78	March	129	March
28	March	80	March	131	March
29	March	82	March	133	March
30	March	83	March	135	March
31	March	84	March	136	March
32	March	85	March	137	March
33	March	86	March	138	March
35	March	87	March	139	March
36	March	88	March	140	March
37	March	89	March	141	February
39	March	92	March	143	March
40	March	93	March	144	March
41	March	94	March	145	March

Assessment District	CPI Month
146	March
148	March
150	March
151	March
152	March
153	March
154	March
156	March
157	March
159	February
160	March
163	March
165	March
167	March
168	March
171	March
175	March
176	March
177	March
178	March
179	March
180	February
182	March
183	March
184	February
188	March
189	March
190	March
191	March
192	March
193	March
195	March
197	February
199	March
201	March
202	March
203	March
204	March
206	March
207	March

Assessment District	CPI Month
212	March
213	March
214	March
216	March
217	February
219	February
220	March
221	February
222	March
224	March
233	March
234	March
235	February
236	February
237	February
238	February
239	February
240	March
241	February
242	February
243	March
244	February
245	February
246	February
247	February
248	February
251	February
252	February
253	February
254	February
255	February
256	February
256-01	February
257	February
259	February
260	February
261	February
262	February
263	February
264	February

Assessment District	CPI Month
265	February
266	February
267	February
268	February
271	February
272	February
272-01	February
272-02	February
273	February
274	February
275	February
276	February
278	February
279	February
281	February
282	February
283	February
286	February
287	February
289	February
290	February
292	February
292-01	February
293	February
294	February
295	February
296	February
298	February
299	February
301	February
304	February
314	February
315	February
322	February
324	February

5.5 Fiscal Year 2026/27 Maximum Assessment Rates

The Fiscal Year 2026/27 maximum assessment rates for the Assessment Districts are included in Section 8 of this Engineer's Report.

5.6 Duration of Assessment

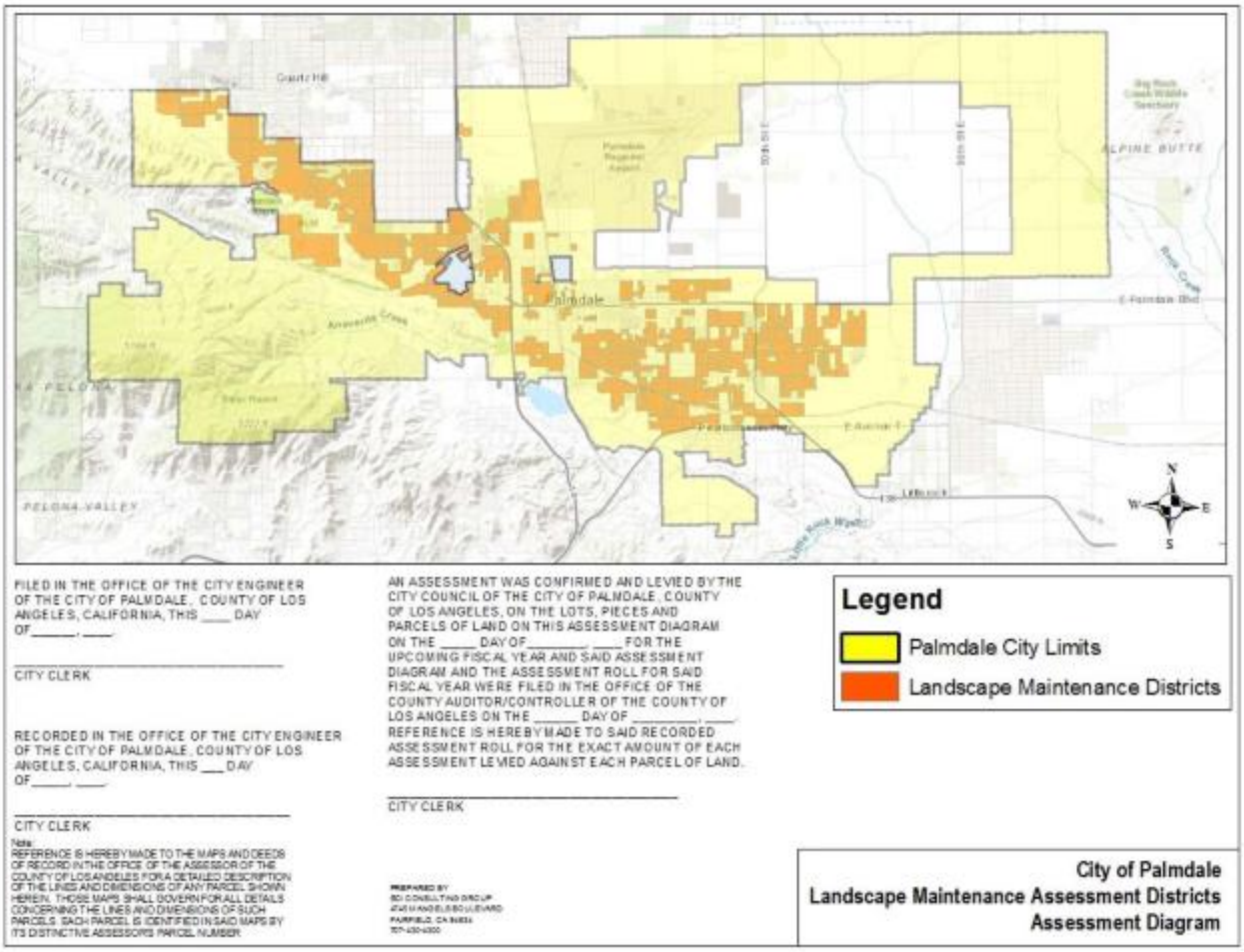
The Assessment Districts were formed or annexed in previous years. It is proposed that the assessments be continued every year after their formation or annexation, so long as the public improvements need to be maintained and improved, and the City requires funding for the improvements in each Assessment District. As noted previously, the assessment can continue to be levied annually after the City Council approves an annually updated Engineer's Report, budget for the assessment, improvements to be provided, and other specifics of the assessment. In addition, the City Council must hold an annual public hearing to continue the assessment.

5.7 Appeals and Interpretation

Any property owner who feels that the assessment levied on the subject property is in error, as a result of incorrect information being used to apply the foregoing method of assessment, may file a written appeal with the City of Palmdale Public Works Department. Any such appeal is limited to correction of an assessment during the then current fiscal year or, if before July 1, the upcoming fiscal year. Upon the filing of any such appeal, the City of Palmdale Public Works Engineer or his or her designee will promptly review the appeal and any information provided by the property owner. If the Public Works Engineer of the City of Palmdale or her or his designee finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been filed with the County for collection, the City of Palmdale Public Works Engineer or his or her designee is authorized to refund to the property owner the amount of any approved reduction. Any dispute over the decision of the City of Palmdale Public Works Engineer or her or his designee shall be referred to the Director of Public Works of the City of Palmdale, and the decision of the Director of Public Works of the City of Palmdale shall be final.

6. ASSESSMENT DIAGRAM

The boundaries of the Assessment Districts are displayed on the following Assessment Diagram. The lines and dimensions of each lot or parcel within the Assessment Districts are those lines and dimensions shown on the maps of the County Assessor of the County of Los Angeles, at the time this Engineer's Report was prepared, and are incorporated by reference herein and made part of this report.



7. LANDSCAPE MAINTENANCE DISTRICTS AREA MAINTAINED

The area of landscape maintained for each Assessment District is shown in the table below.

District[1]	FY Formed	Tract/ Parcel Map	Land Use	General Location	Total Streetscape (SF)	Total On-Site Basin LS (SF)	Total Area (SF)
1	97/98	33574	Res	Ave R-8 and 20th St East	831	2,907	3,738
2	97/98	35571	Res	Ave S and 35th St East	60,228	0	60,228
5	98/99	31585	Res	Tierra Subida	34,959	3,850	38,809
6	97/98	42989	Res	Ave R and 30th St East	4,224	0	4,224
7	97/98	42880	Res	Ave S and 15th St East	18,762	30,270	49,032
9	97/98	42405	Res	Ave S and 30th St East	30,217	0	30,217
10	97/98	36905	Res	Ave R-8 and 35th St East	2,204	11,901	14,105
11	98/99	37748	Res	Ave S and 15th St East	125,260	44,240	169,500
12	98/99	31130	Res	Ave S and 15th St East	44,199	13,095	57,294
13	97/98	43241	Res	Ave R-8 and 20th St East	640	0	640
14	97/98	44014	Res	Ave R-8 and 50th St West	1,590	0	1,590
15	98/99	42971	Res	Ave S and 25th St East	4,770	10,961	15,731
16	98/99	43325	Res	Ave S and 35th St East	21,109	44,240	65,349
17	97/98	43665	Res	Ave S and 30th St East	635	118,412	119,047
19	97/98	42956	Res	Ave R-8 and 20th St East	11,817	11,245	23,062
20	97/98	43687	Res	Rancho Vista Blvd and 15th St West	18,019	9,738	27,757
21	98/99	43306	Res	Ave R-8 and 25th St East	9,788	0	9,788
22	98/99	43065	Res	Ave R and 50th St East	3,185	60,000	63,185
23	97/98	43826	Res	Ave S and 20th St East	22,635	21,460	44,095
24	97/98	34296	Res	Rancho Vista Bl	228,509	221,499	450,008
24-1	97/98	46139	Res	Rancho Vista Bl	54,067	0	54,067
24-2	97/98	47932	Res	Rancho Vista Bl	41,975	19,680	61,655
24-3	97/98	46138	Res	Rancho Vista Bl	53,235	0	53,235
24-4					10,343	0	10,343
24-5	97/98-00/01	46136	Res	Rancho Vista Bl	18,475	6,844	25,319
24-5B	01/02	46136	Res	Rancho Vista Bl	0	0	See 24-5
24-6	00/01	52848	Res	Rancho Vista Bl	37,767	0	37,767
25	97/98	43324	Res	Ave R-8 and 20th St East	2,000	0	2,000
26	97/98	43031	Res	Ave R-8 and 25th St East	6,418	23,840	30,258
28	97/98	44244	Res	Rancho Vista Blvd and 15th St West	2,108	10,881	12,989
29	97/98	43892	Res	Ave S and 40th St East	4,761	0	4,761
30	98/99	44045	Res	Ave R-8 and 25th St East	8,594	7,888	16,482
31	97/98	43514	Res	Ave S and 40th St East	4,848	12,685	17,533
32	98/99	43312	Res	Ave R and Division	10,124	10,410	20,534
33	97/98	44528	Res	Ave S and 15th St East	30,157	6,270	36,427
35	97/98	43887	Res	Ave S and 25th St East	959	0	959
36	97/98	43024	Res	Ave R-8 and 25th St East	1,914	3,272	5,186
37	98/99	44165	Res	Ave R-8 and 20th St East	7,963	0	7,963
39	98/99	44256	Res	Ave R and 30th East	3,257	4,320	7,577
40	98/99	44221	Res	Tierra Subida	39,065	0	39,065
41	97/98	44713	Res	Rancho Vista Blvd and 20th St West	48,694	15,105	63,799
42	98/99	43356	Res	Ave R-8 and 20th St East	11,394	0	11,394
43	97/98	44184	Res	Ave S and 30th East	26,974	13,314	40,288
44	00/01	43814/43815	Res	Tierra Subida	17,604	7,166	24,770
46	97/98	29800	Res	Ave S and 25th St East	10,680	0	10,680
48	97/98	38007	Res	Ave R and 15th St East	0	13,962	13,962
49	97/98	44220	Res	Ave S and 15th St East	4,087	7,546	11,633
51	97/98	44140	Res	Ave R and 50th St East	7,785	0	7,785
52	98/99	32702	Res	Ave S and 15th St East	24,581	43,338	67,919
56	98/99	42884	Res	Ave R-8 and 45th St East	2,587	12,600	15,187
58	97/98	44909	Res	Ave R-8 and 45th St East	1,262	6,958	8,220
59	97/98	43310	Res	Ave R and 40th St East	13,146	15,072	28,218
60	97/98	45381	Res	Ave R-8 and 45th St East	13,384	8,000	21,384
61	97/98	43692	Res	Rancho Vista Blvd and 15th St West	19,722	26,878	46,600

District[1]	FY Formed	Tract/ Parcel Map	Land Use	General Location	Total Streetscape (SF)	Total On-Site Basin LS (SF)	Total Area (SF)
62	97/98	44101	Res	Ave M-8 and 55th St West	7,794	7,050	14,844
63	97/98	42338	Res	Ave N and 60th St West	42,430	34,016	76,446
64	97/98	32799	Res	Ave S and 35th St East	0	35,900	35,900
65	97/98	44251	Res	Ave R-8 and 50th St West	19,087	36,004	55,091
66	97/98	31495	Res	Ave S and 45th St East	127,413	0	127,413
67	97/98	44892	Res	Ave R-8 and 20th St East	7,305	10,606	17,911
68	98/99	44556	Res	Ave S and 40th St East	13,471	9,600	23,071
69	97/98	44915	Res	Ave S and 40th St East	6,442	6,078	12,520
70	97/98	45143	Res	Ave O and 30th St West	13,222	69,755	82,977
72	97/98	43536	Res	Ave R-8 and 50th St East	39,410	19,714	59,124
73	97/98	43719	Res	Ave M-8 and 70th St West	39,635	13,284	52,919
75	97/98	43564	Res	Ave S and 35th St East	17,494	6,440	23,934
76	97/98	43637	Res	Ave R-8 and 45th St East	1,123	16,771	17,894
77	98/99	43636	Res	Ave R-8 and 25th St East	1,492	7,995	9,487
78	97/98	44876	Res	Ave R-8 and 5th St East	33,418	42,054	75,472
80	97/98	PM 17435	MH	Rancho Vista Blvd	18,212	22,140	40,352
82	00/01	45045	Res	Ave R-8 and 25th St East	4,254	0	4,254
83	97/98	35564	Res	Ave R and 30th East	1,802	0	1,802
84	97/98	45263	Res	Ave R and 27th St East	4,484	9,663	14,147
85	97/98	45003	Res	Rancho Vista Blvd and 30th St West	60,997	104,174	165,171
86	97/98	45073	Res	Ave R and 50th St East	1,445	4,950	6,395
87	97/98	45273	Res	Pear Blossom Hwy and 30th East	62,590	37,934	100,524
88	97/98	45069	Res	Rancho Vista Blvd and 25th St West	17,723	6,630	24,353
89	97/98	45324	Res	Ave R and 40th St East	31,065	0	31,065
92	98/99	45507	Res	Ave S and 45th St East	6,011	3,500	9,511
93	97/98	43321	Res	Ave S and 35th East	867	3,600	4,467
94	97/98	45220	Res	Ave S and 40th St East	11,899	4,800	16,699
96	97/98	44897	Res	Ave R-8 and 50th St East	4,582	4,608	9,190
97	97/98	42886	Res	Ave M-8 and 55th St West	5,473	0	5,473
98	97/98	45125	Res	Ave R and 50th St East	22,619	14,668	37,287
99	97/98	44879	Res	Rancho Vista Blvd and 30th St West	16,322	10,580	26,902
100	97/98	45716	Res	Elizabeth Lake Rd and 20th St West	5,912	8,720	14,632
102	97/98	45460	Res	Tierra Subida	6,976	15,600	22,576
103	98/99	44402	Res	SE Corner of Ave R-8 and 55 St East	28,799	31,260	60,059
105	97/98	45216	Res	Ave S and 35th St East	9,760	18,846	28,606
106	99/00	45689	Res	Ave M-8 and 60th St West	8,719	3,885	12,604
107	97/98	25429	Res	Ave M and 60th St West	19,485	0	19,485
109	98/99	44701	Res	Ave R-8 and 60th St East	4,636	11,868	16,504
110	97/98	45574	Res	Rancho Vista Blvd and 20th St West	8,804	5,700	14,504
111	97/98	32793	Res	Ave O and 40th St East	16,795	0	16,795
112	98/99	44136	Res	Ave R-8 and 60th St East	7,414	6,365	13,779
113	99/00	45276	Res	Ave R and 50th St East	8,443	7,200	15,643
114	97/98	44898	Res	Ave R and 50th St East	6,786	6,720	13,506
115	97/98	46312	Res	Ave O and 30th St West	23,488	28,710	52,198
116	97/98	45196	Res	Elizabeth Lake Rd and 15th St West	4,063	8,925	12,988
119	97/98	46077	Res	Ave N and 45th St West	47,034	67,524	114,558
120	97/98	45705	Res	Ave R-8 and 60th St East	25,312	37,015	62,327
121	97/98	45750	Res	Ave R and 50th St East	10,521	12,870	23,391
122	97/98	45382	Res	Pear Blossom Hwy and 40th East	61,466	63,691	125,157
123	97/98	44791	Res	Ave O and 30th St West	10,555	25,960	36,515
125	97/98	45497	Res	Ave R-8 and 65th St East	24,682	6,650	31,332
126	97/98	45754	Res	Ave O and 30th St West	30,159	25,520	55,679
127	97/98	46409	Res	Ave O and 30th St West	8,572	0	8,572
128	97/98	43581	Res	Ave S and 15th St East	50,584	76,640	127,224
129	97/98	46784	Res	Ave O and 30th St West	82,568	63,915	146,483
131	97/98	46430	Res	Rancho Vista Blvd and 20th St West	8,575	23,129	31,704
133	97/98	45802	Res	Ave R and 30th St East	34,977	53,300	88,277
135	97/98	46279	Res	Ave R and 45th St East	0	29,500	29,500
136	97/98	45777	Res	Ave S and 40th St East	6,732	0	6,732
137	98/99	45672	Res	Ave S and 15th St East	15,248	39,648	54,896
138	99/00	Not Available	Res	Ave R and 50th St East	8,085	21,527	29,612
139	97/98	46089	Res	Ave S and 55th St East	30,669	31,500	62,169
140	97/98	43883	Res	Ave N and 55th St West	29,200	8,360	37,560

District[1]	FY Formed	Tract/ Parcel Map	Land Use	General Location	Total Streetscape (SF)	Total On-Site Basin LS (SF)	Total Area (SF)
141	02/03	47115, 47116,47117, 44544	Res	SW Corner of Ave R-8 and 65th St East	57,336	6,160	63,496
143	97/98	45657	Res	Ave O and 30th St West	9,114	0	9,114
144	97/98	45911	Res	Ave R and 35th St East	8,794	7,169	15,963
145	97/98	45548	Res	Pear Blossom Hwy and 30th St East	65,816	55,590	121,406
146	97/98	46436	Res	Ave M and 60th St West	60,421	17,484	77,905
148	97/98	36720	Res	Ave S and 30th St East	1,000	0	1,000
150	99/00	42999	Res	Ave M and 60th St West	4,561	16,103	20,664
151	97/98	44476	Res	Ave R-8 and 60th St East	9,319	19,673	28,992
152	97/98	46735	Comm	Rancho Vista Blvd and 10th St West	129,149	66,360	195,509
153	97/98	45092	Res	Ave R-8 and 60th St East	23,700	13,604	37,304
154	97/98	45282	Comm	Ave N and 10th St West	24,486	22,032	46,518
156	97/98	46032	Res	Ave O and 40th St East	10,011	20,449	30,460
157	97/98	44702	Res	Ave M-8 and 55th St West	1,430	4,720	6,150
159	05/06	44543	Res	SE Corner of Russ Pl and 55 St East	4,973	5,456	10,429
160	97/98	45071	Res	Ave O and 30th St West	25,808	19,140	44,948
163	97/98	45277	Res	Ave R and 50th St East	18,460	15,750	34,210
165	97/98	45743	Res	Rancho Vista Blvd and 25th St West	5,848	10,140	15,988
167	97/98	46036	Res	Fairway Dr and Rancho Vista Blvd	3,250	0	3,250
168	97/98	46355	Res	Ave S-8 and 45th St East	6,059	23,100	29,159
171	97/98	45493	Res	Ave R-8 and 60th St East	2,935	15,991	18,926
173	06/07	47510	Res	S of Ave R, W of 55th St East	1,395	0	1,395
175	97/98	33587	Res	Rancho Vista Blvd and 20th St West	9,806	0	9,806
176	97/98	45742	Res	Rancho Vista Blvd and 25th St West	8,616	14,210	22,826
177	97/98	45364	Res	Rancho Vista Blvd and 25th St West	19,847	8,430	28,277
178	97/98	44803	Res	Ave M and 70th St West	85,202	96,276	181,478
179	97/98	46536	Res	Ave P-12 and 25th St West	98,694	46,000	144,694
180	04/05	48846/48847	Res	SW Corner of Ave S-12 and 37th St East	10,242	61,000	71,242
182	99/00	47630	Res	Ave S and 25th St East	12,232	0	12,232
183	97/98	48665	Res	Ave S and 40th St East	11,403	0	11,403
184	05/06	46454	Res	SW Corner of Elizabeth Lake Road and 15th St West	24,873	23,140	48,013
188	97/98	45411	Res	Ave S-8 and 45th St East	6,808	24,598	31,406
189	97/98	47548	Res	Ave S and 40th St East	25,013	0	25,013
190	97/98	45219	Res	Ave S and 40th St East	9,054	19,110	28,164
191	97/98	46044	Res	Ave R and 40th St East	7,977	14,620	22,597
192	97/98	47466	Res	Ave O and Division	13,440	0	13,440
193	97/98	44526	Res	Elizabeth Lake Rd and 20th St West	44,483	34,508	78,991
195	97/98	46586	Comm	Ave P-8 and 5th St West	42,924	0	42,924
197	03/04	46710	Res	Ave R-12 and 25th St East	7,886	15,840	23,726
199	97/98	46123	Res	Elizabeth Lake Rd and 15th St West	1,071	34,155	35,226
201	99/00	25842	Res	Ave R-8 and 40th St East	7,900	24,750	32,650
202	99/00	46157	Res	Ave M-8 and 60th St West	8,454	12,733	21,187
203	97/98	48254	Res	Ave S and 40th St East	13,220	13,770	26,990
204	97/98	45506	Res	Ave R-4 and 65th St East	7,499	22,880	30,379
206	97/98	46333	Res	Ave R-8 and 60th St East	17,945	24,198	42,143
207	97/98	45038	Res	Ave S and 55th St East	19,926	0	19,926
212	98/99	47629	Res	Ave S and 50th St East	15,127	4,294	19,421
213	97/98	46934	Res	Ave S-8 and 45th St East	34,700	46,212	80,912
214	98/99	49058	Res	Ave S and 45th St East	31,179	0	31,179
216	00/01	46925	Res	Division and Ave O-8	32,152	0	32,152
217	05/06	46757	Res	Palmdale Blvd, Ave R, and 65th St East	48,416	50,953	99,369
217-01		Trailer Park	Res	NW Corner of Ave R and 65th St East	0	0	0
217B	05/06	46757	Res	Palmdale Blvd, Ave R, and 65th St East	27,455	16,267	43,722
219	00/01	46910/46911/ 45291	Res	Tierra Subida	15,591	0	15,591
220	97/98	45412	Res	Pear Blossom Hwy and 45th St East	8,014	10,736	18,750
221	04/05	45218-01	Res	Railroad and 30th St East	3,522	122,306	125,828
222	99/00	45217/46193/ 46194	Res	Fairfield and 35th St East	10,838	86,190	97,028
224	97/98	48672	Res	Ave S-8 and 55th St East	2,592	41,695	44,287
233	99/00	52646	Res	Division and Ave O	12,696	0	12,696

District[1]	FY Formed	Tract/ Parcel Map	Land Use	General Location	Total Streetscape (SF)	Total On-Site Basin LS (SF)	Total Area (SF)
234	99/00	44826	Res	Ave R-8 and 55th St East	8,588	19,594	28,182
235	00/01	45057	Res	Ave Q and 40th St East	14,266	34,030	48,296
236	01/02	51505	Res	SE Corner of Ave P-8 and 20th St West	9,612	0	9,612
237	01/02	53069	Res	Ave N and 45th St West	12,948	12,075	25,023
238	01/02	47933	Res	Rancho Vista Blvd	20,855	0	20,855
239	02/03	47934	Res	Rancho Vista Blvd	12,051	0	12,051
240	01/02	47935	Res	Rancho Vista Blvd and Ave O-8	46,154	28,455	74,609
241	04/05	53221	Res	NW Corner of 40th St East 300 feet N of R-6	7,981	16,892	24,873
242	02/03	45573	Res	Ave P-4 and 20th St West	3,792	0	3,792
243	01/02	51980	Res	SE Corner of Avenue N and 50th St West	30,949	0	30,949
244	02/03	49016-02, 03	Res	Club Rancho Dr. and 30th St West	4,972	0	4,972
245	02/03	49016-04, 05	Res	SW Corner of Ave N-8 and 30th St West	94,926	0	94,926
246	02/03	49016-08, 09	Res	SE Corner of Ave N-8 and Bolz Ranch Rd	109,486	0	109,486
247	04/05	49016-06	Res	Rancho Vista Golf Course	20,039	0	20,039
248	04/05	49016-07	Res	Bolz Ranch Rd (golf course)	2,970	0	2,970
251	02/03	51989	Res	Ave N and 50th St West	5,536	0	5,536
252	02/03	52142-03	Res	Ave P-8 and 30th St West	24,579	0	24,579
253	02/03	52142-01, -02	Res	NW Corner of Ave P-8 and 25th St West	17,718	0	17,718
254	02/03	46394-01	Res	Rancho Vista Blvd and Ave O-8	34,997	0	34,997
255	02/03	53522	Res	NE Corner of Ave N and 55th St West	42,194	8,030	50,224
256	02/03	46602	Res	SW Corner of Ave N-8 and 55th St West	13,939	37,398	51,337
256-01	05/06	52489/52490/ 54075/53921	Res	NE Corner Ave N-8 and 55th St West	20,011	34,825	54,836
257	04/05	53608	Res	NW Corner of Ave S-12 and 30th St East	24,560	0	24,560
259	03/04	53855, 54806	Res	Ave P-8 and 20th St West	11,182	0	11,182
260	03/04	48014	Res	Ave P-8 and Summerwind	45,876	0	45,876
261	04/05	43689, 43690, 43691	Res	Rancho Vista Blvd and 11th St West	6,965	0	6,965
262	04/05	44893	Res	SE Corner of Ave S and 52nd St East	11,419	0	11,419
263	05/06	46597	Res	SW Corner of Ave S-8 and 40th St East	15,297	17,250	32,547
264	04/05	60053	Res	NW Corner of Ave R and 40th St East	20,872	21,840	42,712
265	04/05	53857	Res	NW Corner of Bolz Ranch Rd and Sawgrass Dr	16,342	0	16,342
266	04/05	54399	Res	NE Corner of Ave P-6 and 25th St West	24,844	15,900	40,744
267	04/05	53199, 54226, & 60745	Res	Avenue R, 60th East to Palmdale Blvd	70,634	51,220	121,854
268	04/05	54058-01, 02, 03, 04, & 05	Res	SE Corner of Ave P-8 and 25th St West	40,129	0	40,129
271	05/06	53869	Res	NE Corner of Ave Q-8 and Tierra Subida	12,129	26,924	39,053
272	04/05	49147-01, 02, & 03	Res	NW Corner of Ave R and 70th St East	19,558	45,797	65,355
272-01	05/06	49147-04, 05, & 06	Res	NW Corner of Ave R and 70th St East	0	0	0
272-02	06/07	63008	Res	NW Corner of Ave R and 70th St East	3,042	3,042	6,084
273	05/06	54339	Res	SE Corner of Ave M and 70th St West	38,624	0	38,624
274	04/05	54383	Res	Turner Dr and 25th St East	40,451	18,700	59,151
275	05/06	060162,46755	Res	Meridith Avenue and Rockie Lane	2,886	5,271	8,157
276	04/05	60128	Res	Rockie Lane, Ave R-8 to Ave S	3,057	12,103	15,160
277	04/05	52200 01 & 02	Res	W of Ave P-12 and 30th St West	394,956	167,158	562,114
278	05/06	060028, 01, & 02	Res	SE corner of Ave R and 70th St East	69,760	52,140	121,900
279	05/06	60462	Res	Bolz Ranch Rd and Homeridge Dr	6,965	0	6,965
280		53920	Res	Fort Tejon Road N of SP RailRoad (50th East)	0	0	0
281	05/06	52921	Res	SW Corner of Ave S and 60th St East	48,080	12,838	60,918
282	05/06	61699	Res	Ave S-2 and Julian Lane	3,220	0	3,220
283	05/06	61770	Res	SE Corner of Avenue S and Hillcrest Drive	8,106	0	8,106
286	05/06	60954	Res	SE Corner of Palmdale Blvd and 50th St East	10,726	22,344	33,070
287	05/06	46356, 52029	Res	NE Corner of Pearblossom and 47th East	30,840	303,660	334,500
288		060008 Ph 1 & 2	Res	SW Corner of Ave S and 62nd St East	0	0	0
289	05/06	61660	Res	NE Corner of Ave Q-13 and 12th St East	3,655	10,664	14,319
290	22/23	54209	Res	NE Corner of Ave R and 35th St East	0	0	0

District[1]	FY Formed	Tract/ Parcel Map	Land Use	General Location	Total Streetscape (SF)	Total On-Site Basin LS (SF)	Total Area (SF)
292	05/06	54301	Res	North Side of Ave M-8 between 65th and 70th West	82,547	0	82,547
292-01	06/07	60209	Res	70th and M	34,204	19,494	53,698
292-02		60431			0	0	0
293	05/06	62695	Res	South Side of Ave N-8 west of Entrar Drive	24,490	0	24,490
294	06/07	60789	Res	W side of 40th St East and both sides of Hollowglen DR	3,042	0	3,042
295	06/07	62068	Res	N of Ave S and E or Rockie Lane	10,157	41,628	51,785
296	05/06	62020	Res	North of Ave S and West of Downing Street	16,751	30,337	47,088
297	06/07	61610	Res	South of Palmdale Bl, West of 58th St East	0	0	0
298	06/07	61611/61981	Res	N of Ave S, E of 65th St E	35,987	24,175	60,162
299	05/06	52806	Res	Between 25th St E and 27th St E 500 ' S of Palmdale Bl	16,128	0	16,128
301	06/07	62974	Res	E of 40th St East and S of Ave Q	19,505	13,290	32,795
302	06/07	60926	Res	N or Ave R and W of 40th St East	14,372	0	14,372
304	07/08	53067	Res	S of Palmdale Blvd, W of 55th St E	14,307	14,384	28,691
305		62371			0	0	0
306		53342			0	0	0
309		61941			0	0	0
312	07/08	61045	Res	South of Palmdale Blvd and West of 52nd St East	12,934	12,181	25,115
313	07/08	62213	Res	N of Ave S-4 and W of 42nd St E	7,802	8,673	16,475
314	06/07	51224	Res	South of Spanish Broom Dr between Firethorn Ave and Waltham	17,990	72,836	90,826
315	06/07	60511	Res	S of Avenue R, E of 40th St E	12,128	0	12,128
316	06/07	49215	Res	S of Avenue S-8, W of 42nd St East	1,772	0	1,772
317		61443	Res		0	0	0
318	07/08	51451	Res	Fort Tejon RD and 47th St E south of Ave S and N of the UPRR	38,800	29,000	67,800
319	07/08	62490/66868	Res	Corner of Rancho Vista Blvd & Extension of Tilbury Dr	26,398	48,987	75,385
320	07/08	60431	Res	N of Ave M-8, W of 70th St W	85,614	99,056	184,670
321	14/15	66204	Res	North side of E Ave R-8, bw 57th St E & Segovia Way	1,917	0	1,917
322	14/15	47510	Res	SE corner of Tackstem & Ave R	1,545	0	1,545
324	22/23	73740	Res	SE corner Taintor Road & Division St	7,868	0	7,868
900	04/05	54438, 53888	Res/Comm	Ave S and Bridge Road	614,466	0	614,466
901	06/07	Ritter Ranch	Res	Elizabeth Lake Road	2,560,000	0	2,560,000

(1) The City is not currently maintaining landscaping improvements of Assessment District Nos. 173, 277, 280, 288, 900 and 901. See section 3.2 for additional information.

8. ASSESSMENT ROLL

Assessor's parcel identification, for each lot or parcel subject to the assessment, shall be based on the County Assessor's secured roll data for the applicable year in which this report is prepared and is incorporated herein by reference.

A listing of assessor's parcels subject to the assessments for Fiscal Year 2026/27, along with the assessment amounts, is on file in the office of the City Clerk[16] and incorporated herein by reference. Based on County Assessor's secured roll data, current assessor's parcels, including corrected and/or new assessor's parcels, will be submitted and/or resubmitted to the County Auditor/Controller. The annual assessment amount to be levied and collected for the resubmitted parcel(s) shall be determined in accordance with the method of apportionment and assessment rate approved in this report. Therefore, if a single assessor's parcel has a status change in development, other land use change, or subdivides into multiple assessor's parcels, the charge amounts applied to each of the new assessor's parcels shall be recalculated and applied according to the approved method outlined in the method of apportionment and assessment rate rather than a proportionate share of the original assessment amount.

The following table summarizes the Fiscal Year 2026/27 assessment for the Assessment Districts.

[16] *A copy may be retained from the City Engineer.*

City of Palmdale
Landscape Maintenance Assessment Districts and Annexations
Assessment Roll Summary

Assessment District	Parcel Count (1)	EDUs per Assessment District	FY 2026/27 Assessment Amount	FY 2026/27 Proposed Assessment Rate Per EDU	FY 2026/27 Maximum Assessment Rate Per EDU (2)
1	75	75.00	$2,479.50	$33.06	$33.06
2	223	223.00	32,928.18	147.66	147.66
5	110	110.00	42,247.70	384.07	384.07
6	19	19.00	4,632.96	243.84	243.84
7	167	167.00	25,088.41	150.23	150.23
9	289	289.00	44,979.96	155.64	155.64
10	176	176.00	8,532.48	48.48	48.48
11	208	208.00	109,846.88	528.11	528.11
12	205	205.00	80,526.05	392.81	392.81
13	130	130.00	3,437.20	26.44	26.44
14	67	67.00	3,986.50	59.50	59.50
15	60	60.00	20,687.40	344.79	344.79
16	45	45.00	25,237.80	560.84	560.84
17	92	92.00	18,020.04	195.87	195.87
19	44	44.00	19,065.64	433.31	433.31
20	136	136.00	30,202.88	222.08	222.08
21	40	40.00	13,704.40	342.61	342.61
22	78	78.00	51,405.12	659.04	659.04
23	142	142.00	27,228.50	191.75	191.75
24	884	884.00	233,826.84	264.51	264.51
24-1	165	165.00	42,264.75	256.15	256.15
24-2	95	95.00	24,334.25	256.15	256.15
24-3	100	100.00	45,226.00	452.26	452.26
24-4	19	19.00	4,977.62	261.98	261.98
24-5	170	170.00	14,028.40	82.52	82.52
24-6	238	238.00	34,371.96	144.42	144.42
25	43	43.00	5,991.19	139.33	139.33
26	87	87.00	10,928.94	125.62	125.62
28	78	78.00	7,471.62	95.79	95.79
29	71	71.00	9,389.04	132.24	132.24
30	36	36.00	13,591.08	377.53	377.53
31	86	86.00	9,287.14	107.99	107.99
32	107	107.00	25,217.76	235.68	235.68
33	167	167.00	39,751.01	238.03	238.03
35	14	14.00	1,188.88	84.92	84.92
36	61	61.00	7,662.82	125.62	125.62
37	47	47.00	4,410.01	93.83	93.83
39	45	45.00	6,627.60	147.28	147.28
40	127	127.00	50,994.31	401.53	401.53
41	299	299.00	44,766.28	149.72	149.72
42	39	39.00	14,638.65	375.35	375.35

City of Palmdale
Landscape Maintenance Assessment Districts and Annexations
Assessment Roll Summary

Assessment District	Parcel Count (1)	EDUs per Assessment District	FY 2026/27 Assessment Amount	FY 2026/27 Proposed Assessment Rate Per EDU	FY 2026/27 Maximum Assessment Rate Per EDU (2)
43	172	172.00	34,831.72	202.51	202.51
44	143	143.00	35,701.38	249.66	249.66
46	45	45.00	15,775.65	350.57	350.57
48	39	39.00	2,836.08	72.72	72.72
49	55	55.00	8,606.95	156.49	156.49
51	59	59.00	7,708.94	130.66	130.66
52	127	127.00	31,315.66	246.58	246.58
56	178	178.00	6,602.02	37.09	37.09
58	41	41.00	4,910.16	119.76	119.76
59	179	179.00	18,147.02	101.38	101.38
60	81	81.00	18,341.64	226.44	226.44
61	178	178.00	49,605.04	278.68	278.68
62	16	16.00	9,980.00	623.75	623.75
63	240	240.00	49,116.00	204.65	204.65
64	120	120.00	8,198.40	68.32	68.32
65	320	320.00	34,560.00	108.00	108.00
66	327	327.00	57,656.64	176.32	176.32
67	173	173.00	11,674.04	67.48	67.48
68	100	100.00	25,750.00	257.50	257.50
69	89	89.00	9,415.31	105.79	105.79
70	137	137.00	24,159.95	176.35	176.35
72	219	219.00	45,295.77	206.83	206.83
73	160	160.00	26,800.00	167.50	167.50
75	111	111.00	34,080.33	307.03	307.03
76	84	84.00	9,441.60	112.40	112.40
77	40	40.00	13,006.00	325.15	325.15
78	174	174.00	44,439.60	255.40	255.40
80	6	101.43	18,319.42	180.61	180.61
82	19	19.00	5,628.75	296.25	296.25
83	25	25.00	2,286.50	91.46	91.46
84	69	69.00	21,595.62	312.98	312.98
85	581	581.00	131,561.64	226.44	226.44
86	86	86.00	6,928.16	80.56	80.56
87	318	318.00	53,299.98	167.61	167.61
88	72	72.00	22,885.92	317.86	317.86
89	406	406.00	53,916.80	132.80	132.80
92	40	40.00	10,300.00	257.50	257.50
93	21	21.00	2,036.37	96.97	96.97
94	78	78.00	16,332.42	209.39	209.39
96	88	88.00	5,366.24	60.98	60.98
97	46	46.00	5,181.44	112.64	112.64

City of Palmdale
Landscape Maintenance Assessment Districts and Annexations
Assessment Roll Summary

Assessment District	Parcel Count (1)	EDUs per Assessment District	FY 2026/27 Assessment Amount	FY 2026/27 Proposed Assessment Rate Per EDU	FY 2026/27 Maximum Assessment Rate Per EDU (2)
98	225	225.00	27,438.75	121.95	121.95
99	164	164.00	17,851.40	108.85	108.85
100	233	233.00	6,160.52	26.44	26.44
102	168	168.00	11,849.04	70.53	70.53
103	229	229.00	21,487.07	93.83	93.83
105	260	260.00	20,053.80	77.13	77.13
106	14	14.00	8,009.26	572.09	572.09
107	32	32.00	9,450.88	295.34	295.34
109	109	109.00	8,799.57	80.73	80.73
110	121	121.00	11,325.60	93.60	93.60
111	77	77.00	16,932.30	219.90	219.90
112	103	103.00	13,485.79	130.93	130.93
113	83	83.00	9,389.79	113.13	113.13
114	42	42.00	10,150.98	241.69	241.69
115	159	159.00	13,952.25	87.75	87.75
116	33	33.00	4,727.25	143.25	143.25
119	80	80.00	40,759.20	509.49	509.49
120	154	154.00	29,172.22	189.43	189.43
121	48	48.00	14,317.44	298.28	298.28
122	178	178.00	57,741.42	324.39	324.39
123	192	192.00	10,452.48	54.44	54.44
125	113	113.00	11,565.55	102.35	102.35
126	107	107.00	23,529.30	219.90	219.90
127	117	117.00	7,895.16	67.48	67.48
128	413	413.00	127,109.01	307.77	307.77
129	255	255.00	106,046.85	415.87	415.87
131	80	80.00	15,499.20	193.74	193.74
133	285	285.00	45,306.45	158.97	158.97
135	58	58.00	3,913.84	67.48	67.48
136	84	84.00	11,929.68	142.02	142.02
137	207	207.00	27,553.77	133.11	133.11
138	93	93.00	13,697.04	147.28	147.28
139	161	161.00	47,675.32	296.12	296.12
140	121	121.00	9,673.95	79.95	79.95
141	159	159.00	72,887.19	458.41	458.41
143	81	81.00	9,877.14	121.94	121.94
144	90	90.00	9,993.60	111.04	111.04
145	402	402.00	70,864.56	176.28	176.28
146	64	64.00	32,886.40	513.85	513.85
148	115	115.00	4,054.90	35.26	35.26
150	33	33.00	12,749.88	386.36	386.36

City of Palmdale
Landscape Maintenance Assessment Districts and Annexations
Assessment Roll Summary

Assessment District	Parcel Count (1)	EDUs per Assessment District	FY 2026/27 Assessment Amount	FY 2026/27 Proposed Assessment Rate Per EDU	FY 2026/27 Maximum Assessment Rate Per EDU (2)
151	91	91.00	12,285.00	135.00	135.00
152	39	115.71	128,152.11	1,107.53	1,107.53
153	100	100.00	24,821.00	248.21	248.21
154	38	25.18	32,884.20	1,306.18	1,306.18
156	81	81.00	13,226.49	163.29	163.29
157	16	16.00	3,385.44	211.59	211.59
159	46	46.00	24,271.90	527.65	527.65
160	112	112.00	30,971.36	276.53	276.53
163	75	75.00	25,148.25	335.31	335.31
165	85	85.00	7,774.10	91.46	91.46
167	21	21.00	777.42	37.02	37.02
168	87	87.00	9,282.03	106.69	106.69
171	36	36.00	5,016.24	139.34	139.34
173	0	0.00	0.00	0.00	N/A
175	32	32.00	9,196.48	287.39	287.39
176	38	38.00	9,017.78	237.31	237.31
177	56	56.00	22,923.04	409.34	409.34
178	150	150.00	59,767.50	398.45	398.45
179	394	394.00	90,931.26	230.79	230.79
180	74	74.00	35,798.98	483.77	483.77
182	60	60.00	20,748.00	345.80	345.80
183	42	42.00	14,631.12	348.36	348.36
184	174	174.00	48,947.94	281.31	281.31
188	82	82.00	10,889.60	132.80	132.80
189	38	38.00	9,928.26	261.27	261.27
190	68	68.00	10,068.08	148.06	148.06
191	84	84.00	8,777.16	104.49	104.49
192	71	71.00	7,552.98	106.38	106.38
193	151	151.00	39,451.77	261.27	261.27
195	141	179.78	40,967.93	227.88	227.88
197	43	43.00	28,890.84	671.88	671.88
199	118	118.00	4,589.02	38.89	38.89
201	82	82.00	13,652.18	166.49	166.49
202	21	21.00	8,606.85	409.85	409.85
203	56	56.00	12,558.00	224.25	224.25
204	83	83.00	11,022.40	132.80	132.80
206	80	80.00	16,200.80	202.51	202.51
207	194	194.00	18,583.26	95.79	95.79
212	69	69.00	24,241.77	351.33	351.33
213	228	228.00	38,718.96	169.82	169.82
214	49	49.00	14,755.86	301.14	301.14

City of Palmdale
Landscape Maintenance Assessment Districts and Annexations
Assessment Roll Summary

Assessment District	Parcel Count (1)	EDUs per Assessment District	FY 2026/27 Assessment Amount	FY 2026/27 Proposed Assessment Rate Per EDU	FY 2026/27 Maximum Assessment Rate Per EDU (2)
216	223	223.00	40,554.78	181.86	181.86
217	388	388.00	126,654.84	326.43	326.43
217-01	0	0.00	0.00	0.00	N/A
219	91	91.00	14,791.14	162.54	162.54
220	126	126.00	11,245.50	89.25	89.25
221	92	92.00	83,789.00	910.75	910.75
222	197	197.00	87,259.18	442.94	442.94
224	78	78.00	5,604.30	71.85	71.85
233	31	31.00	5,889.07	189.97	189.97
234	48	48.00	4,492.80	93.60	93.60
235	148	148.00	38,679.80	261.35	261.35
236	72	72.00	8,179.20	113.60	113.60
237	23	23.00	21,621.61	940.07	940.07
238	84	84.00	30,323.16	360.99	360.99
239	95	95.00	17,929.35	188.73	188.73
240	132	132.00	70,713.72	535.71	535.71
241	85	85.00	70,092.70	824.62	824.62
242	45	45.00	2,143.35	47.63	47.63
243	40	40.00	44,776.80	1,119.42	1,119.42
244	104	104.00	72,956.00	701.50	701.50
245	118	118.00	82,777.00	701.50	701.50
246	158	158.00	110,837.00	701.50	701.50
247	51	51.00	35,793.84	701.84	701.84
248	49	49.00	34,390.16	701.84	701.84
251	19	19.00	1,513.73	79.67	79.67
252	156	156.00	25,440.48	163.08	163.08
253	161	161.00	23,354.66	145.06	145.06
254	49	49.00	27,565.93	562.57	562.57
255	41	41.00	44,621.53	1,088.33	1,088.33
256	99	99.00	45,870.66	463.34	463.34
256-01	103	103.00	51,118.90	496.30	496.30
257	78	78.00	55,851.12	716.04	716.04
259	72	72.00	13,448.16	186.78	186.78
260	86	86.00	58,910.00	685.00	685.00
261	144	144.00	12,136.32	84.28	84.28
262	122	122.00	24,590.32	201.56	201.56
263	64	64.00	39,190.40	612.35	612.35
264	108	108.00	60,955.20	564.40	564.40
265	64	64.00	41,516.80	648.70	648.70
266	79	79.00	62,521.39	791.41	791.41
267	255	255.00	180,838.35	709.17	709.17

City of Palmdale
Landscape Maintenance Assessment Districts and Annexations
Assessment Roll Summary

Assessment District	Parcel Count (1)	EDUs per Assessment District	FY 2026/27 Assessment Amount	FY 2026/27 Proposed Assessment Rate Per EDU	FY 2026/27 Maximum Assessment Rate Per EDU (2)
268	390	389.00	152,542.46	392.14	392.14
271	67	67.00	38,183.97	569.91	569.91
272	170	170.00	89,952.10	529.13	529.13
272-01	170	170.00	89,999.70	529.41	529.41
272-02	41	41.00	21,696.38	529.18	529.18
273	83	83.00	75,232.86	906.42	906.42
274	62	62.00	61,326.06	989.13	989.13
275	18	33.00	28,346.67	858.99	858.99
276	38	38.00	26,251.92	690.84	690.84
277	0	0.00	0.00	0.00	N/A
278	372	372.00	279,881.64	752.37	752.37
279	41	41.00	21,344.19	520.59	520.59
280	0	0.00	0.00	0.00	N/A
281	168	168.00	77,757.12	462.84	462.84
282	38	38.00	8,516.18	224.11	224.11
283	33	33.00	7,628.61	231.17	231.17
286	78	78.00	53,820.00	690.00	690.00
287	198	198.00	95,388.48	481.76	481.76
288	0	0.00	0.00	0.00	N/A
289	23	23.00	12,353.53	537.11	537.11
290	95	190.00	96,273.00	506.70	506.70
292	180	180.00	152,875.80	849.31	849.31
292-01	40	40.00	33,972.40	849.31	849.31
292-02	0	0.00	0.00	0.00	N/A
293	42	42.00	31,266.90	744.45	744.45
294	16	16.00	9,183.36	573.96	573.96
295	50	50.00	38,874.00	777.48	777.48
296	66	66.00	49,589.76	751.36	751.36
297	5	0.00	0.00	0.00	N/A
298	60	60.00	76,454.40	1,274.24	1,408.42
299	204	204.00	47,593.20	233.30	233.30
301	62	62.00	54,323.16	876.18	876.18
302	1	0.00	0.00	0.00	N/A
304	66	66.00	37,420.02	566.97	566.97
305	0	0.00	0.00	0.00	N/A
306	0	0.00	0.00	0.00	N/A
309	0	0.00	0.00	0.00	N/A
312	1	0.00	0.00	0.00	N/A
313	2	0.00	0.00	0.00	N/A
314	117	117.00	88,391.16	755.48	755.48
315	28	28.00	22,982.68	820.81	820.81

City of Palmdale
Landscape Maintenance Assessment Districts and Annexations
Assessment Roll Summary

Assessment District	Parcel Count (1)	EDUs per Assessment District	FY 2026/27 Assessment Amount	FY 2026/27 Proposed Assessment Rate Per EDU	FY 2026/27 Maximum Assessment Rate Per EDU (2)
316	8	0.00	0.00	0.00	N/A
317	0	0.00	0.00	0.00	N/A
318	12	0.00	0.00	0.00	N/A
319	12	0.00	0.00	0.00	N/A
320	52	0.00	0.00	0.00	N/A
321	2	0.00	0.00	0.00	N/A
322	0	0.00	0.00	0.00	N/A
323	0	0.00	0.00	0.00	N/A
324	56	112.00	14,277.76	127.48	127.48
325	0	0.00	0.00	0.00	N/A
326	0	0.00	0.00	0.00	N/A
900	1,417	0.00	0.00	0.00	N/A
901	35	0.00	0.00	0.00	N/A
Totals	**28,790**	**27,606.10**	**$7,871,045.79**		

(1) Includes parcels levied and active parcels not yet subject to the assessment.

(2) Rate for Assessment District Nos. 290 & 324 is per Benefit Unit, as defined in the annexation Engineer's Report for each district.

CITY OF PALMDALE

Fiscal Year 2026/27 Engineer's Report For:

Park Maintenance and Recreation Improvement District

June 2026

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1. ENGINEER'S LETTER

WHEREAS, the City Council of the City of Palmdale (the "City"), State of California, under the Landscaping and Lighting Act of 1972 (the "Act"), directed NBS to prepare and file the Annual Engineer's Report for the Park Maintenance and Recreation Improvement District (the "District") for Fiscal Year 2026/27, in accordance with Article 4 of Chapter 1 of the Act and Article XIII D of the California Constitution. The Engineer's Report presents the plans[1] and specifications describing the general nature, location and extent of the improvements to be maintained, an estimate of the costs of the administration, maintenance, operations and servicing of the improvements for Fiscal Year 2026/27, the diagram for the District, showing the area and properties to be assessed, and assessing the net amount upon the assessable lots and/or parcels within the District in proportion to the special benefit received.

NOW THEREFORE, the assessments as detailed in this Engineer's Report and as summarized in the table below are made to cover the portion of the estimated costs of maintenance, operation and servicing of said improvements to be paid by the assessable real property within the District in proportion to the special benefit received.

Zone of Benefit	Parcels(1)	SFE Units(2)	FY 2026/27 Proposed Assessment Amount	FY 2026/27 Proposed Assessment Rate Per SFE	FY 2026/27 Maximum Assessment Rate Per SFE
Zone A	43,118	49,487.65	$3,242,414.93	$65.52	$65.52
Zone B	360	132.59	4,341.56	32.76	32.76
Zone C	2,238	1,970.41	129,101.09	65.52	65.52
Totals:	**45,716**	**51,590.65**	**$3,375,857.58**		

(1) Includes only parcels levied.
(2) Single Family Equivalent Unit. See "Method of Assessment" for explanation of SFE apportionment.

I, the undersigned, respectfully submit this Engineer's Report and, to the best of my knowledge, information and belief, the Engineer's Report, Assessments, and the Assessment Diagram herein have been prepared, computed and levied in accordance with the assessment methodology adopted, approved and ordered by the City Council of the City of Palmdale at the time of District formation.

John G. Egan 6/02/2026

John G. Egan, P. E.
Assessment Engineer

REGISTERED PROFESSIONAL ENGINEER
JOHN G. EGAN
No. 14853
CIVIL
EXPIRATION DATE 3/31/27
STATE OF CALIFORNIA

[1] *Detailed plans are included by reference and on file in the office of the City Engineer.*

2. INTRODUCTION

2.1 Background

In June and July of 2002, the City conducted a city-wide assessment ballot proceeding pursuant to the requirements of Article XIII D of the California Constitution ("The Taxpayer's Right to Vote on Taxes Act") and the Landscape and Lighting Act of 1972 for a proposed City of Palmdale Park Maintenance and Recreation Improvement Assessment District to fund improvements to parks and recreational facilities in the City. During this ballot proceeding, property owners in the City were provided with a notice and ballot for a proposed benefit assessment and a 45-day period was provided for balloting. A public hearing to conclude the balloting period was conducted on July 24, 2002.

After the ballots were tabulated, it was determined that 55.9% of the weighted ballots returned were in support of the assessment. Since the assessment ballots submitted in opposition to the proposed assessments did not exceed the assessment ballots submitted in favor of the assessments (with each ballot weighted by the proportional financial obligation of the property for which ballot was submitted), the City gained the authority to approve the levy of the assessments for Fiscal Year 2002/03 and to continue to levy them in future years. The authority granted by the ballot proceeding includes an annual increase in the maximum authorized assessment rate equal to the annual change in the Consumer Price Index (CPI) for the Los Angeles Area, not to exceed 3% per year. In the event the annual change in the CPI exceeds 3%, any percentage change in excess of 3% can be cumulatively reserved for years in which the CPI change is less than 3%. The initial assessment rate approved in 2002 was $36.00 per single family equivalent benefit unit, plus an annual increase not to exceed 3% according to the CPI for the Los Angeles area.

Due to their greater distance from the public facilities and the new parks and recreation facilities to be installed, maintained, and serviced by the District, areas in the City farthest east and west were deemed to receive less benefit relative to other areas in the City (Zone A) and were assigned 50% of the assessment rate. These areas of reduced proximity were named Zone of Benefit B or Zone B.

As the City has grown and built additional parks, public and recreational facilities, the western area of the City, generally described as the City incorporated areas west of the California Aqueduct, is benefiting from additional parks and recreation areas that can be funded and maintained in part by the District. For Fiscal Year 2006/07 assessments, properties in this western area were classified as being within Zone of Benefit C or Zone C. Since the proximity to parks and recreation facilities in Zone C is generally equivalent to properties within Zone A, the assessments per single family equivalent unit for properties in Zone C were proposed to increase, matching that rate assessed to parcels in Zone A.

In order to allow property owners in Zone C to ultimately decide whether they were in support of the increased assessments in their Zone of Benefit, in 2006, an assessment ballot proceeding was conducted for property owners in Zone C. After the ballots were mailed to property owners in Zone C, a minimum 45-day time period was provided for the return of the assessment ballots. Following this 45-day time period, a public hearing was held on July 5, 2006 for the purpose of allowing public testimony regarding the proposed increased assessments.

At the public hearing the ballots were tabulated and it was determined that 86.18% of the returned ballots from Zone C (weighted by the proportional financial obligation of the property for which ballots are

submitted) were in favor of the proposed increased assessments to match the assessment rate of Zone A. Therefore, the City Council took action, by resolution number CC 2006-191, to approve the levy of the increased assessments in Zone C for Fiscal Year 2006/07.

2.2 Process for Annual Assessment

In each subsequent year for which the assessment will be continued, and as required by the procedures specified in the 1972 Act, an Engineer's Report must be prepared on an annual basis which contains a full and detailed description of the improvements, the boundaries of the assessment district and any zones therein, and the proposed assessments upon assessable lots and parcels of land within the District.

The City Council must also annually adopt a resolution of intention which:

- Declares the intention of the City Council to levy and collect assessments within the assessment district for the fiscal year stated therein.
- Generally describes the existing and proposed improvements and any substantial changes proposed to be made in existing improvements.
- Refers to the assessment district by its distinctive designation and indicate the general location of the district.
- Refers to the report of the engineer, on file with the City Clerk, for a full and detailed description of the improvements, the boundaries of the assessment district and any zones therein, and the proposed assessments upon assessable lots and parcels of land within the district.
- Gives notice of the time and place for public hearing by the City Council on the levy of the proposed assessment.
- States whether the assessment is proposed to increase from the previous year.

If the assessments are to be levied in the same or lesser amounts than the maximum assessment allowed, the City Clerk shall give notice of the public hearing by causing the resolution of intention to be published. Any interested person may, prior to the conclusion of the public hearing, file a written protest which shall state all grounds of objection. The protest shall contain a description sufficient to identify the property owned by the property owner filing the protest. During the course or upon conclusion of the hearing, the City Council may order changes in any of the matters provided in the report, including changes in the improvements, any zones within the assessment district, and the proposed diagram or the proposed assessment. If the assessment to be levied exceeds the maximum assessment allowed, the City must comply with the procedures specified in Article XIII D and Proposition 218.

The City Council, upon conclusion of the public hearing must then adopt a resolution confirming the diagram and assessment, either as originally proposed or as changed by it. The adoption of the resolution shall constitute the levy of an assessment for the fiscal year referred to in the assessment. If confirmed, the assessments would be submitted to the County Auditor Controller for inclusion on the property tax roll.

2.3 Legislative Context

In 1996, California Voters adopted Proposition 218, the "Right to Vote on Taxes Act" which added Articles XIII C and XIII D to the California Constitution. Article XIII D imposes certain substantive and procedural requirements on any agency that wishes to levy special assessments.

Article XIII D imposes four basic substantive requirements on assessments[2]:

- All parcels that will have a special benefit conferred upon them and upon which an assessment will be imposed must be identified;
- The general benefits must be distinguished from the special benefits conferred on the parcels;
- The proportionate special benefit derived by each parcel must be determined in relationship to the entirety of the capital improvement, the maintenance and operation expenses of the public improvement, or the cost of the property related service being provided; and
- The amount assessed to a parcel must not exceed the reasonable cost of the proportional special benefit conferred on that parcel and does not include any costs attributable to the general benefit.

Since the initial passage of Proposition 218, several court rulings have helped provide context and direction on the practical implementation procedures and requirements for levying assessments. Several of the key concepts from these rulings are summarized below.

GENERAL BENEFIT

Article XIII D requires an agency to separate the general benefits from the special benefits conferred because only special benefits are assessable.

The Court of Appeal in *Golden Hills Neighborhood Assn., Inc. v. City of San Diego* (2011) (*Golden Hills*)[3] clarified this concept by stating, "*Separation and quantification of general and special benefits must be accomplished by apportioning the cost of a service or improvement between the two and assessing property owners only for the portion of the cost representing special benefits*."

The Court of Appeal in *Beutz v. County of Riverside* (2010) (*Beutz*)[4] quoted from the Legislative Analyst's Office pamphlet titled "Understanding Proposition 218" which states an agency must, "*estimate the amount of special benefit landowners would receive from the project or service, as well as the amount of 'general benefit.' This step is needed because Proposition 218 allows local government to recoup from assessments only the proportionate share of cost to provide the special benefit.*"

The Court in *Beutz* furthered this idea stating, "*Separating the general from the special benefits of a public improvement project and estimating the quantity of each in relation to the other is essential if an assessment is to be limited to the special benefits*."

The Court of Appeal in *Silicon Valley Taxpayers' Association Incorporated v. Santa Clara County Open Space Authority* (2008) (*SVTA*)[5] clarified that general benefits are not restricted to benefits conferred only on persons and property outside the assessment district but can include benefits both conferred on real

[2] *California Constitution Article XIII D Section 4.*
[3] *Golden Hill Neighborhood Assn. v. City of San Diego CA4/1, D062203 (Cal. Ct. App. 2013)*
[4] *Beutz v. County of Riverside, 109 Cal. Rptr. 3d 851 (Cal. Ct. App. 2010)*
[5] *Silicon Valley Taxpayers' Association Incorporated v. Santa Clara County Open Space Authority, 44 Cal. 4th 431 (2008).*

property located in the district or to the public at large. The "public at large" includes all members of the public, including those who live, work, and shop within the district, and not simply transient visitors.

BENEFIT-BASED NOT COST-BASED

In *Bonander v. Town of Tiburon* (2009) (*Tiburon)*[6], the Court of Appeal clarified the idea that assessments must be apportioned based upon benefit rather than cost. The Court stated, "*Proportionate special benefit is the basis upon which a project's total assessable costs are apportioned among parcels within an assessment district.*"

The assessment on a particular property cannot be based on the relative cost of the improvements, but rather the special benefit conferred on such property. The Court in *Tiburon* also stated, "*an assessment represents the entirety of the cost of the improvement or property-related service, less any amount attributable to general benefits (which may not be assessed), allocated to individual properties in proportion to the relative special benefit conferred on the property*."

PUBLIC PROPERTY

Section 4, Subdivision (a) of Article XIII D states, in part, "*Parcels within a district that are owned or used by any agency, the State of California or the United States shall not be exempt from assessment unless the agency can demonstrate by clear and convincing evidence that those publicly owned parcels in fact receive no special benefit.*" Historically there had been differing opinions about whether this requirement that publicly owned property should not be exempt actually meant those properties must be assessed.

The Court of Appeal in *Manteca Unified School District v. Reclamation District No. 17 et al* (2017) *(Manteca)*[7] clarified this issue by stating, *"section 4, subdivision (a) of article XIII D of the California Constitution unambiguously conditions any continuing benefit assessment exemption on a showing by clear and convincing evidence of no special benefit.*"

IMPRECISION

The Court in *Tiburon* acknowledged the difficulty of trying to precisely assign and measure special benefit, stating, "*Any attempt to classify special benefits conferred on particular properties and to assign relative weights to those benefits will necessarily involve some degree of imprecision.*"

The Court in *Tiburon* went on to say that a formula assigning equal weight to different special benefits *"may be a legally justifiable approach to measuring and apportioning special benefits,* [but] *it is not necessarily the only valid approach. Whichever approach is taken to measuring and apportioning special benefits, however, it must be both defensible and consistently applied*."

[6] *Bonander v. Town of Tiburon, 147 Cal. App. 4th 1116 (Cal. Ct. App. 2007)*
[7] *Manteca Unified School District v. Reclamation District No. 17 et al, C077906 (Cal. Ct. App. 2017)*

3. PLANS AND SPECIFICATIONS

The City maintains park and recreational facilities in locations throughout its boundaries, which contain over 48,000 parcels. The District provides funding for the installation, maintenance, and servicing of parks and recreation facilities within the City, including, but not limited to the City's current parks and recreation facilities:

- Poncitlán Square (4.00 Acres), 38315 9th St. East
- Tejon Park Barrel Springs Equestrian Arena (20.00 Acres), East of Sierra Highway / South of Barrel Springs Road
- Pelona Vista Park (73.00 Acres), 37800 Tierra Subida Avenue
- Manzanita Heights Park (5.00 Acres), 431 Mesa Verde Street
- Arnie Quinones Park (2.50 Acres), 41003 50th Street West
- Desert Sands Park (20.00 Acres), 39117 3rd Street East
- Joe Davies Heritage Airpark at Palmdale Plant 42 (20.00 Acres), 2001 East Avenue P
- William J. McAdam Park & Pool (20.00 Acres), 38115 30th Street East
- Domenic Massari Park (40.00 Acres), 37716 55th Street East
- Sam Yellen Park (24.93 acres), Phase 1 completed (12.00 acres), Avenue S between 47th East and 55th Street East
- Joshua Hills Park (3.64 Acres), 3110 Fairfield Avenue
- Palmdale Playhouse (2,700 square feet), 38334 10th Street East
- Melville J. Courson Park (7.50 Acres), 38226 10th Street East (under construction by developer)
- Legacy Commons (new Palmdale Senior Center opened 2010) (14,000 square feet), 930 East Avenue Q-9
- Palmdale Senior Center Park (1.00 acre) park site between 9th Street East & 10th Street East and Q-9 & Q-10
- Dry Town Waterpark (7.00 acres), at Palmdale Oasis Park, 3850-B East Avenue S
- Palmdale Oasis Recreation Center (17,500 square feet), 3850-A East Avenue S
- Palmdale Oasis Park (33.00 acres), southwest corner of Avenue S and 40th Street East, 3850-A E. Avenue S
- Competition Swimming Pool at Palmdale Oasis Park, 3850-C East Avenue S
- Marie Kerr Park (57.00 Acres), 39700 30th Street West & 2723 Rancho Vista Boulevard
- Palmdale Amphitheater at Marie Kerr Park, 2723 Rancho Vista Boulevard
- Best of the West Softball Complex, at Marie Kerr Park, 2723-F Rancho Vista Boulevard
- Competition Swimming Pool at Marie Kerr Park, 2723 Rancho Vista Boulevard
- Marie Kerr Recreation Center, 2723-A Rancho Vista Boulevard
- Lot adjacent to Amphitheatre/Marie Kerr Park (20.00 Acres), (not developed, currently used for overflow parking), 2723 Rancho Vista Boulevard
- Dr. Robert C. St. Clair Parkway (8.72 Acres), Sierra Highway
- Demonstration Garden (0.76 Acres), NEC of Palmdale Boulevard & Sierra Highway
- Foothill Park (12.33 Acres), 2525 The Groves
- Anaverde Hills Park (6.42 Acres), 2820 Greenbrier Street

- Larry Chimbole Cultural Center (19,300 square feet), 38350 Sierra Highway
- Rancho Vista Neighborhood Park (5.00 Acres), Bolz Ranch / Town Center Road
- Palmenthol History Park (16.30 Acres), Avenue S & 20th Street East (not developed)
- A.C. Warnack Nature Park (131.27 Acres), East of Godde Hill & South of the California Aqueduct (not developed)
- Amorgosa Creek Trail (50 acres) 25th Street West at Elizabeth Lake Road
- Joshua Ranch Trail (7.3 acres) Joshua Ranch Road

3.1 Description of Improvements and Services

The assessments shall also provide funding for the installation, maintenance, and servicing of new parks and recreation facilities, including, but not limited to new neighborhood and community parks, family aquatics facility, covered swimming pools, additional recreation centers, public amphitheater, additional sports fields, improvements to park safety including enhanced lighting, replacement of antiquated playground equipment, additional park maintenance services, acquisition of lands for parks and recreation uses, and expansion of existing parks and recreation areas.

The work and improvements (the "improvements") proposed to be undertaken by the District, and the cost thereof paid from the levy of the annual assessment, provide special benefit to assessor parcels within the District as defined in the Method of Assessment herein. In addition to the definitions provided by the Act the improvements are generally described as follows:

Installation, maintenance and servicing of public recreational facilities and improvements, including, but not limited to, turf and play areas, park grounds and facilities, playground equipment, hard court surfaces, amphitheaters, tennis courts, gymnasiums, senior centers, recreation centers, aquatic parks, running tracks, walking paths, sports fields, basketball courts, swimming pools, landscape corridors, open space, trails, other recreational facilities, ground cover, shrubs and trees, irrigation and sprinkler systems, landscaping, drainage systems, lighting, fencing, entry monuments, graffiti removal and repainting, and labor, materials, supplies, utilities, equipment, and any debt service on bonds or other indebtedness issued for the improvements as applicable, at each of the locations owned, operated or maintained by the City. Plans and specifications for these improvements are filed with the Director of Parks and Recreation of the City and are incorporated herein by reference.

As applied herein, "Installation" means the construction of recreational improvements, including, but not limited to, land preparation, such as grading, leveling, cutting and filling, sod, landscaping, irrigation systems, sidewalks and drainage, lights, and/or the construction of playground equipment, play courts, recreational facilities and public restrooms.

"Maintenance" means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of said improvements, including repair, removal, or replacement of all or any part of any improvement; providing for the life, growth, health and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury; and cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti.

"Servicing" means the furnishing of electric current or energy for the operation or lighting of any improvements, and the furnishing of water for irrigation of any landscaping or the maintenance of any other improvements.

Incidental expenses include all of the following: (a) The costs of preparation of the report, including plans, specifications, estimates, diagram, and assessment; (b) the costs of printing, advertising, and the giving of published, posted, and mailed notices; (c) compensation payable to the County for collection of assessments; (d) compensation of any engineer or attorney employed to render services in proceedings pursuant to this part; (e) any other expenses incidental to the construction, installation, or maintenance and servicing of the improvements; (f) any expenses incidental to the issuance of bonds or notes pursuant to Streets & Highways Code Section 22662.5; and (g) costs associated with any elections held for the approval of a new or increased assessment (Streets & Highways Code Section 22526). The assessment proceeds will be exclusively used for improvements within the District plus incidental expenses. Reference is made to the plans and specifications, including specific expenditure and improvement plans by park/recreation site, which are on file with the City.

4. ESTIMATE OF COSTS

The estimate of costs provided in this Engineer's Report is for Fiscal Year 2026/27 and is derived from a multi-year, City-wide parks and recreation improvement plan that includes significant new recreation facilities such as neighborhood and community parks, a family aquatics center, two covered year-round swimming pools, two recreation centers, a public amphitheater, a multi-field softball complex, improvements to park safety including enhanced lighting, additional walkways and trails, replacement of antiquated playground equipment, and enhanced park maintenance services.

The estimated costs of maintenance and servicing the improvements as described in the Plans and Specifications are summarized below.

Park Maintenance and Recreation Improvement District Budget	
Description	**Proposed FY 2026/27 Costs**
Installation, Maintenance & Servicing Costs (1)	
Maintenance & Operation of Vision Facilities	$2,557,300.00
Maintenance of Parks & Recreation Facilities (2)	4,575,247.95
Totals for Installation, Maintenance & Servicing	**$7,132,547.95**
Less: City Contribution (3)	**($2,853,019.18)**
Net Cost of Installation, Maintenance & Operation	**$4,279,528.77**
Incidental Costs	
Collection and Administration	$30,540.00
Totals for Incidentals	**$30,540.00**
Less: Fund Balance Contribution	**($934,211.19)**
Fiscal Year 2026/27 Net Amount to be Assessed (4)	**$3,375,857.58**

Budget Allocation to Property (5)				
Zone of Benefit	**Parcels** (6)	**SFE Units** (7)	**FY 2026/27 Maximum Assessment Rate Per SFE**	**FY 2026/27 Amount to be Assessed**
Zone A	43,118	49,487.65	$65.52	$3,242,414.93
Zone B	360	132.59	32.76	4,341.56
Zone C	2,238	1,970.41	65.52	129,101.09
Totals:	**45,716**	**51,590.65**		**$3,375,857.58**

Notes to Estimate of Costs:

(1) Additional details regarding budgeted improvements and future projects are as follows:

- Rancho Vista Park – park site with open space, restrooms, playground, and parking lot.
- Vacant lot next to Amphitheater – design for park and ride.
- Arnie Quinones Park – design of future additional features including restroom, paved parking lot, lighting, tot lot, and pathways.
- Marie Kerr Park Upgrades – tot lot upgrades.
- Dry Town Water Park Upgrades – refurbishment of three existing slides, tower, and Little Miner's camp.
- Dry Town Lazy River Replastering – replastering of lazy river, construction was expected to begin April 2020.
- Palmdale Oasis Park Upgrades – design and possible construction of play area, playground equipment, restroom facility, landscaping and irrigation of fields, additional parking.
- Domenic Massari Upgrades – sidewalk improvements throughout the park construction was expected to begin summer 2020, three new basketball courts with covers and upgrades to existing basketball court.
- Sam Yellen Park – design of Phase 2 upgrades.
- McAdam Park Renovations – upgrades to existing restroom facility.
- Sports Field Renovation – field upgrades and renovations as needed at various park sites.

(2) The item, “Maintenance of Park and Recreation Facilities,” would provide funding for enhanced maintenance of all parks and recreation facilities on a daily basis, seven days per week. Services would include mowing turf, trimming and caring for landscaping, fertilization and aeration of grounds and playfields, routine maintenance and safety inspections, painting, replacing/repairing broken or damaged equipment, trash removal and cleanup, irrigation and irrigation system maintenance, and other services as needed.

(3) As determined in the following section, at least 40% of the $7,132,547.95 total cost of Park Improvements, Installation, Maintenance and Servicing, must be funded from sources other than the assessments, to cover any general benefits from the improvements. Therefore, $2,853,019.18 or 40% of the total for Installation, Maintenance and Servicing is for general benefits that cannot be assessed to property owners in the District. The additional amount contributed is the City’s contribution in excess of the estimated general benefits.

(4) Includes rounding.

(5) The Act stipulates that proceeds from the assessments must be deposited into a special fund that has been set up for the revenues and expenditures of the District. Moreover, funds raised by the assessment shall be used only for the purposes stated within this Engineer’s Report. Any balance remaining at the end of the fiscal year, July 1, must be carried over to the next fiscal year. The City may also establish a reserve fund for contingencies and special projects as well as a capital improvement fund for accumulating funds for larger capital improvement projects or capital renovation needs. Any remaining unexpended balance would either be placed in the reserve fund, the capital improvement fund, or would be used to reduce future years' Assessments.

(6) Includes only parcels levied.

(7) Single Family Equivalent Unit. See "Method of Assessment" for explanation of SFE apportionment.

5. METHOD OF APPORTIONMENT

The following section includes an explanation of the benefits derived from the improvements to park and recreation facilities and improvements throughout the City, as well as a description of the assessment methodology used to apportion the total assessment to properties within the District. ***Previous annual Engineer's Reports were prepared by a different engineer of record and specific language from the prior year Engineer's Report[8] has been referenced to describe the Method of Apportionment within the following section of this report.*** [9]

The District consists of all assessor parcels within the boundaries of the City. The method used for apportioning the assessment is based upon the proportional special benefits conferred to the properties over and above the general benefits conferred to real property in the District or to the public at large. Special benefit is calculated for each parcel in the District using the following process:

1. Identification of all benefit factors derived from the improvements;
2. Calculation of the proportion of these benefits that are general;
3. Determination of the relative special benefit within different areas within the District;
4. Determination of the relative special benefit per property type; and
5. Calculation of the specific assessment for each individual parcel based upon special vs. general benefit; location, property type, property characteristics, improvements on property and other supporting attributes.

5.1 Discussion of Benefit

In summary, the assessments can only be levied based on the special benefit to property. Any and all general benefit, including benefit that is indirect or derivative, must be funded from another source. This special benefit is received by property over and above any general benefits from the improvements. With reference to the requirements for assessments, Section 22573 of the Act states:

> *"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."*

Proposition 218, as codified in Article XIII D of the California Constitution, has confirmed that assessments must be based on the special benefit to property and that the value of the special benefits must reasonably exceed the cost of the assessment:

> *"No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel."*

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[8] *Annual Engineer's Report, City of Palmdale, Park Maintenance and Recreation Improvement District, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020 ("Prior Engineer's Report").*

[9] *Method of Apportionment and subsections as detailed in the Annual Engineer's Report, City of Palmdale, Park Maintenance and Recreation Improvement District, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

Since assessments are levied on the basis of special benefit, they are not a tax and are not governed by Article XIII A of the California Constitution.

The *SVTA* decision also clarifies that a special benefit is a service or improvement that provides a direct advantage to a parcel, and that indirect or derivative advantages resulting from the overall public benefits from a service or improvement are general benefits. The *SVTA* decision also provides specific guidance that park improvements are a direct advantage and special benefit to property that is proximate to a park that is improved by an assessment:

> *The characterization of a benefit may depend on whether the parcel receives a direct advantage from the improvement (e.g. proximity to a park) or receives an indirect, derivative advantage resulting from the overall public benefits of the improvement (e.g. general enhancement of the district's property values).*

Finally, Proposition 218 twice uses the phrase "over and above" general benefits in describing special benefit (Art. XIIID, sections 2(i) & 4(f)). The *SVTA* decision further clarifies that special benefits must provide a direct advantage to benefiting property and that proximity to a park is an example of a special benefit.

5.2 Benefit Factors

The improvements are expected to confer certain special benefits to parcels within the District. Pursuant to the Prior Engineer's Report, the special benefit conferred to parcels is more fully described below:

EXTENSION OF A PROPERTY'S OUTDOOR AREAS AND GREEN SPACES FOR PROPERTIES WITHIN CLOSE PROXIMITY TO THE IMPROVEMENTS

In large part, because it is cost prohibitive to provide large open land areas on property in the District, the residential, commercial and other benefiting properties in the District do not have large outdoor areas and green spaces. The parks in the District provide these larger outdoor areas that serve as an effective extension of the land area for proximate properties because the improvements are uniquely proximate and accessible to property in close proximity to the improvements. The improvements, therefore, provide an important, valuable and desirable extension of usable land area for the direct advantage and special benefit of properties with good and close proximity to the improvements.

According to the industry-standard guidelines established by the National Park and Recreation Association (the "NPRA"), neighborhood parks in urban areas have a service area radius of generally one-half mile and community parks have a service area radius of approximately two miles. The service radii for neighborhood parks and neighborhood green spaces were specifically established to give all properties within these service radii close proximity and easy walking access to such public land areas. Likewise, community parks, with their large size, have a somewhat larger service area. Since proximate and accessible parks serve as an extension of the usable land area for property in the service radii and since the service radii was specifically designed to provide close proximity and access, the parcels within this service area clearly receive a direct advantage and special benefit from the improvements - and this advantage is not received by other properties or the public at large.

An analysis of the service radii for the improvements finds that all properties in the District enjoy the distinct and direct advantage of being close and proximate to parks within the District. The benefiting properties in the District therefore uniquely and specially benefit from the improvements.

PROXIMITY TO IMPROVED PARKS AND RECREATIONAL FACILITIES

Only the specific properties within close proximity to the improvements are included in the District. Therefore, property in the District enjoys unique and valuable proximity and access to the improvements that the public at large and property outside the District do not share.

In absence of the assessments, the improvements would not be provided and the parks and recreation areas in the District would be degraded due to insufficient funding for maintenance, upkeep and repair. Therefore, the assessments provide improvements that are over and above what otherwise would be provided. Improvements that are over and above what otherwise would be provided do not by themselves translate into special benefits but when combined with the unique proximity and access enjoyed by parcels in the District, they provide a direct advantage and special benefit to property in the District.

ACCESS TO IMPROVED PARKS, OPEN SPACE AND RECREATIONAL AREAS

Since the parcels in the District are nearly the only parcels that enjoy close access to the improvements, they directly benefit from the unique close access to improved parks, open space and recreation areas that are provided by the assessments. This is a direct advantage and special benefit to property in the District.

IMPROVED VIEWS

The District, by maintaining the landscaping at its park, recreation and open space facilities provides improved views to properties with direct line-of-sight as well as other local properties which benefit from improved views when property is accessed. Therefore, the improved and protected views provided by the assessments are another direct and tangible advantage that is uniquely conferred upon property in the District.

5.3 Benefit Finding

In summary, real property located within the boundaries of the District distinctly and directly benefits from closer proximity, access and views of improved parks, recreation facilities, open space, landscaped corridors, greenbelts, trail systems and other public resources funded by the assessments. The improvements are specifically designed to serve local properties in the District, not other properties or the public at large. The public at large and other properties outside the District receive only limited benefits from the improvements because they do not have proximity, good access or views of the improvements. These are special benefits to property in the District in much the same way that sewer and water facilities, sidewalks and paved streets enhance the utility and desirability of property and make them more functional to use, safer and easier to access.

5.4 General Versus Special Benefit

Article XIII C of the California Constitution requires any local agency proposing to increase or impose a benefit assessment to “separate the general benefits from the special benefits conferred on a parcel.” The rationale for separating special and general benefits is to ensure that property owners subject to the benefit assessment are not paying for general benefits. The assessment can fund special benefits but

cannot fund general benefits. Accordingly, a separate estimate of the special and general benefit is given in this section. In other words:

Total Benefit	=	General Benefit	+	Special Benefit

There is no widely-accepted or statutory formula for general benefit. General benefits are benefits from improvements or services that are not special in nature, are not "particular and distinct" and are not "over and above" benefits received by other properties. *SVTA* provides some clarification by indicating that general benefits provide "an indirect, derivative advantage" and are not necessarily proximate to the improvements.

The starting point for evaluating general and special benefits is the current, baseline level of service. The assessment will fund Improvements "over and above" this general, baseline level and the general benefits estimated in this section are over and above the baseline. A formula to estimate the general benefit is listed below:

General Benefit	=	Benefit to Real Property Outside the District	+	Benefit to Real Property Inside the District that is Indirect and Derivative	+	Benefit to the Public at Large

Special benefit, on the other hand, is defined in the California Constitution as "a particular and distinct benefit over and above general benefits conferred on real property located in the district or to the public at large." The *SVTA* decision indicates that a special benefit is conferred to a property if it "receives a direct advantage from the improvement (e.g., proximity to a park)." In this assessment, as noted, properties in the District have close and unique proximity, views and access to the improvements and uniquely improved desirability from the improvements and other properties and the public at large do not receive significant benefits because they do not have proximity, access or views of the improvements. Therefore, the overwhelming proportion of the benefits conferred to property is special and is only minimally received by property outside the District or the public at large.

5.5 Calculating General Benefit

Pursuant to information detailed in the Prior Engineer's Report, the general benefit is conservatively estimated and described, and then budgeted so that it is funded by sources other than the assessment.

BENEFIT TO PROPERTY OUTSIDE THE IMPROVEMENT DISTRICT

Properties within the District receive almost all of the benefits from the improvements because properties in the District enjoy unique close proximity and access to the improvements that is not enjoyed by other properties or the public at large. However, certain properties within the proximity/access radius of the improvements, but outside of the boundaries of the District, may receive some benefit from the improvements. Since this benefit is conferred to properties outside the District boundaries, it contributes to the overall general benefit calculation and will not be funded by the assessments.

The properties outside the District and within the proximity radii for neighborhood parks in the District receive benefits from the improvements. Since these properties are not assessed for their benefits because they are outside of the area that can be assessed by the District, this is a form of general benefit to the public at large and other property. A 50% reduction factor is applied to these properties because they are all on only one side of the improvements while properties in the District enjoy the advantage of over twice the average proximity to the improvements. Per the Prior Engineer's Report, the general benefit to property outside of the District is calculated as follows:

Assumptions:

5,190	parcels outside the District but within 0.5 miles of a park within the District
47,684	parcels in the District
50%	relative benefit compared to property within the District

Calculation of General Benefit to Property Outside the District

= 5,190 / (47,684 + 5,190) * 50% = **4.9%**

Although it can reasonably be argued that the improvements inside, but near the District boundaries are offset by similar park and recreational improvements provided outside, but near the District boundaries, we use the more conservative approach of finding that 4.9% of the improvements may be of general benefit to property outside the District.

BENEFIT TO PROPERTY INSIDE THE DISTRICT THAT IS INDIRECT AND DERIVATIVE

The "indirect and derivative" benefit to property within the District is particularly difficult to calculate. A solid argument can be presented that all benefit within the District is special, because the improvements are clearly "over and above" and "particular and distinct" when compared with the baseline level of service and the unique proximity, access and views of the Improvements enjoyed by benefiting properties in the District. Nevertheless, the *SVTA* decision indicates that there may be general benefit "conferred on real property located in the district". A measure of the general benefits to property within the assessment area is the percentage of land area within the District that is publicly owned and used for regional purposes such as major roads, rail lines and other regional facilities because such properties used for regional purposes could provide indirect benefits to the public at large. Approximately 3% of the land area in the District is used for such regional purposes, so this is a measure of the general benefits to property within the District.

BENEFIT TO THE PUBLIC AT LARGE

The general benefit to the public at large can be estimated by the proportionate amount of time that the District's parks and recreational facilities are used and enjoyed by individuals who do not contribute to the assessment in any way (i.e. do not pay the assessment or local taxes or fees that support the City.[10] A

[10] *Per the formation engineer, when District facilities are used by those individuals, the facilities are not providing benefit to property within the City. Use under these circumstances is a measure of general benefit. For example, a non-resident who is drawn to utilize the City facilities and shops at local businesses while in the area would provide special benefit to business properties as a result of his or her use of the Improvements. Conversely, one who uses City facilities but does not reside, work, shop or own property within the City boundaries does not provide special benefits to any property and is considered to be a measure of the general benefits.*

survey of park and recreation facility usage conducted by the formation engineer found that less than 8% of the City's park and recreation facility usage is by those who do not live or work within City boundaries. [11]

Several of the improvements such as the family aquatics center, amphitheater and sports complex are the type of public resources that draw residents from throughout the community. Therefore, they are deemed to be of benefit to all properties within the City. Due to their "draw" these types of facilities may also serve to bring in somewhat higher numbers of people who do not contribute to the assessment in any way. Of the proposed facilities, the Family Aquatics Center warrants further analysis to estimate potential resident/non-resident use. Resident/non-resident use statistics vary depending on the specifics of the community such as proximity to other communities and location of other similar aquatics centers. The City is largely separated by distance from other urbanized areas, which should serve to reduce the percentage of non-resident use. Data from other communities deemed to be similar in amenities and location finds that the percentage of non-resident use can vary from 15% up to approximately 50%. A non-resident use percentage of 50% will be used as a conservative estimate for this facility.

Although many of the non-resident users of the City's aquatics facility will shop or work in the community, this unadjusted data will be used as a conservative measure of general benefits. This measure of the general benefits from family aquatics facilities is combined with the findings of the park and recreation facility usage survey to conservatively estimate the overall level of general benefits. Using an equal weighting of both measures of general benefits, 29% of the benefits conferred by the proposed maintenance and improvements are determined to be general benefits to the public at large.

TOTAL GENERAL BENEFITS

Using a sum of these three measures of general benefit, the Prior Engineer's Report found that approximately 37% of the benefits conferred by the improvements may be general in nature and should be funded by sources other than the assessment.

General Benefit Calculation:

4.9%	Outside the District
+ 3.0%	Property within the District
+ 29.0%	Public at Large
= 36.9%	**Total General Benefit**

Although the analysis finds that 36.9% of the assessment may provide general benefits, the Prior Engineer's Report established a requirement for a minimum contribution from sources other than the assessments of 40%. This minimum contribution above the measure of general benefits will serve to provide additional coverage for any other general benefits. The City's total budget for maintenance and operation of its parks and recreational facilities is $7,132,547.95. Of this total budget amount, the City will contribute at least $2,853,019.18 (or 40%) from sources other than the assessments, to cover any general benefits that cannot be assessed to property owners in the District.

[11] *A total of 534 park users were surveyed at different parks and recreation facilities on different days and times between the months of July 2001 and March 2002. 41 respondents (7.7%) indicated that they did not reside or work within the City.*

5.6 Zones of Benefit

As detailed in the Prior Engineer's report, the boundaries of the District have been carefully drawn to include the properties in the City that are proximate to the proposed improvements and that would materially benefit from the improvements. In other words, the boundaries of the District have been narrowly drawn to include only properties that will specially benefit from the proposed improvements and would receive a declining level of service if the assessments were not approved.

The *SVTA* decision indicates:

> *In a well-drawn district — limited to only parcels receiving special benefits from the improvement — every parcel within that district receives a shared special benefit. Under section 2, subdivision (i), these benefits can be construed as being general benefits since they are not "particular and distinct" and are not "over and above" the benefits received by other properties "located in the district."*
>
> *We do not believe that the voters intended to invalidate an assessment district that is narrowly drawn to include only properties directly benefiting from an improvement. Indeed, the ballot materials reflect otherwise. Thus, if an assessment district is narrowly drawn, the fact that a benefit is conferred throughout the district does not make it general rather than special. In that circumstance, the characterization of a benefit may depend on whether the parcel receives a direct advantage from the improvement (e.g., proximity to park) or receives an indirect, derivative advantage resulting from the overall public benefits of the improvement (e.g., general enhancement of the district's property values).*

In the District, the advantage that each parcel receives from the improvements is direct, and the boundaries are narrowly drawn to include only parcels that benefit from the assessment.

Due to their greater distance and reduced proximity from the improvements, one area of the City is deemed to receive lesser benefit from the improvements than other urbanized areas of the City. The area of reduced relative benefit is generally described as all parcels east of 90th Street East on the south and east of US Air Force Plant 42, and all parcels east of 50th Street East on the north and east of US Air Force Plant 42. This area is hereinafter referred to as Zone of Benefit B or Zone B and is depicted on the Assessment Diagram included with this report.

In Fiscal Year 2006/07 a new zone of benefit, Zone of Benefit C or Zone C, was created for parcels previously designated as being also within Zone B and located in the western areas of the District. Zone C covers all contiguous parcels within the boundaries of the City, generally west and south of the California Aqueduct, including all the parcels in Assessor's Parcel Books 3205, 3206, 3216 and 3217, within the boundaries of the City. The special benefit received by parcels in Zone C was revised as public parks and recreation facilities are installed, maintained and serviced by the District closer to property in Zone C, making the special benefit to be received in this area similar to that of areas in Zone A. As a result of the additional special benefits, an increased rate of assessment was proposed for parcels in Zone C, and after receiving the support of the property owners in Zone C, the increased assessment rate was first applied for Fiscal Year 2006/07.

All other properties within the District are classified into Zone of Benefit A or Zone A. All three Zones of Benefit, Zones A, B and C, are depicted on the Assessment Diagram included with this report and are listed on the Assessment Roll.

Zone A and Zone C improvements are similarly accessible to all properties within each Zone of Benefit. Therefore, benefits from the improvements do not further vary based on proximity of the parcels to the improvements within Zone A and Zone C because the increased benefits of greater proximity to the improvements are generally offset by a parallel increase in negative factors such as higher levels of traffic, noise, etc. that comes with increased proximity.

Since properties in Zone B (east) are generally twice the distance from the improvements funded by the assessments, it is estimated that the relative level of benefit to properties in Zone B is 50% the benefit received by properties in Zone A and Zone C. The proposed assessments for properties in Zone B will therefore be 50% of the amount of assessment for similar properties in Zone A and Zone C. The relative proximity to improvements is generally equivalent in Zone A and Zone C so the assessment rates for Zones A and C are equal.

5.7 Method of Assessment

As previously discussed, the assessments provide specific improvements that confer direct and tangible special benefits to properties in the District. These benefits can partially be measured by the occupants on property in the District because such parcel population density is a measure of the relative benefit a parcel receives from the improvements. Therefore, the apportionment of benefit is partially based the population density of parcels.[12]

It should be noted that many other types of "traditional" assessments also use parcel population densities to apportion the assessments. For example, the assessments for sewer systems, roads and water systems are typically allocated based on the population density of the parcels assessed. Moreover, assessments have a long history of use in California and are in large part based on the principle that benefits from a service or improvement funded by assessments that is enjoyed by tenants and other non-property owners ultimately is conferred directly to the underlying property. [13]

The next step in apportioning assessments is to determine the relative special benefit for each property. This process involves determining the relative benefit received by each property in relation to a single family home, or, in other words, on the basis of Single Family Equivalents (SFE). This SFE methodology is commonly used to distribute assessments in proportion to estimated special benefit and is generally recognized as providing the basis for a fair and appropriate distribution of assessments. For the purposes of this report, all properties are designated a SFE value, which is each property's relative benefit in relation

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[12] *As detailed in the Annual Engineer's Report, City of Palmdale, Park Maintenance and Recreation Improvement District, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

[13] *For example, in Federal Construction Co. v. Ensign (1922) 59 Cal.App. 200 at 211, the appellate court determined that a sewer system specially benefited property even though the direct benefit was to the people who used the sewers: "Practically every inhabitant of a city either is the owner of the land on which he resides or on which he pursues his vocation, or he is the tenant of the owner, or is the agent or servant of such owner or of such tenant. And since it is the inhabitants who make by far the greater use of a city's sewer system, it is to them, as lot owners or as tenants, or as the servants or agents of such lot owners or tenants, that the advantages of actual use will redound. But this advantage of use means that, in the final analysis, it is the lot owners themselves who will be especially benefited in a financial sense."*

to a single family home on one parcel. In this case, the "benchmark" property is the single family detached dwelling which is one Single Family Equivalent or one SFE.

In the process of determining the appropriate method of assessment, alternatives were considered. For example, an assessment only for all residential improved property was considered but was determined to be inappropriate because commercial, industrial, and other properties also receive direct benefits from the improvements.

Moreover, a fixed or flat assessment for all properties of similar type was deemed to be inappropriate because larger properties receive a higher degree of benefit than other similarly used properties that are significantly smaller. For two properties used for commercial purposes, there is clearly a higher benefit provided to the larger property in comparison to a smaller commercial property because the larger property generally supports a larger building and has higher numbers of employees, customers and guests that would benefit from proximity and improved access to well maintained and improved parks and recreational facilities. So, the potential population of employees or residents is a measure of the special benefits received by the property. Larger parcels, therefore, receive an increased benefit from the improvements.

Finally, the special benefits derived from the improvements are conferred on property and are not based on a specific property owner's use of the improvements, or a specific property owner's occupancy of property or the property owner's demographic status such as age or number of dependents. However, it is ultimately people who value the special benefits described above and use and enjoy the City's park and recreational facilities. In other words, the benefits derived to property are related to the average number of people who could potentially live on, work at, or otherwise could use a property, not how the property is currently used by the present owner. Therefore, the number of people who could or potentially live on, work at or otherwise use a property is one indicator of the relative level of benefit received by a property.

In conclusion, the information from the Prior Engineer's Report determined that the appropriate method of assessment apportionment should be based on the type and use of property, the relative size of the property, its relative population and usage potential and its proximity to parks and recreational facilities. This method is further described below.

RESIDENTIAL PROPERTIES

Certain residential properties in the District that contain a single residential dwelling unit are assigned one Single Family Equivalent or 1.0 SFE. Traditional houses, zero-lot line houses and townhomes are included in this category of single family residential property.

Properties with more than one residential unit are designated as multi-family residential properties. These properties benefit from the improvements in proportion to the number of dwelling units that occupy each property, the average number of people who reside in multi-family residential units versus the average number of people who reside in a single family home and the average size of multi-family residential units versus the average size of single family homes. The population density factors for the City, as depicted below, provide a partial basis for determining the SFE factors for residential properties. Using the total population in a certain property type in the City from the 1990 Census (the most recent data available when the District was established) and dividing it by the total number of such households, finds that approximately 3.32 persons occupy each single family residence, whereas an average of 2.69 persons

occupy each multi-family residence. Using the ratio of one Population Factor for each single-family residence, which equates to one Population Factor for every 3.32 persons, a 0.81 Population Factor would equate to one multi-family unit or a 0.81 Population Factor for every 2.69 residents. Likewise, each condominium unit receives a 0.81 Population Factor and each mobile home receives a 0.86 Population Factor.

Residential Density and Population Factors

	Total Population	Occupied Households	Persons per Household	Population Factor
Single Family Residential	49,488	14,905	3.32	1.00
Condominium	1,194	442	2.70	0.81
Multi-Family Residential	12,560	4,667	2.69	0.81
Mobile Home on Separate Lot	5,292	1,854	2.85	0.86

Source: 1990 Census, City of Palmdale.

Once established, Population Factors are adjusted to reflect the average structure size of different residential properties. This adjustment is needed because the special benefits are deemed to be relative to the potential population density and building area per dwelling unit. The average structure size of a single family residence in the City is 1,715 square feet, whereas the average multi-family residence is 920 square feet per unit, or 54% of the size of a single family residence. Likewise, the average condominium unit is 73% of the size of a single family residence and the average mobile home is 50% of the size of a single family residence. These building area percentages are applied to the Population Factors to determine the SFE benefit factors for residential properties. Therefore, multi-family properties with a 0.81 Population Factor and a 54% building area percentage will receive a 0.43 SFE.[14] Likewise, condominium units receive a 0.59 SFE and mobile homes on separate parcels receive a 0.43 SFE.

Residential Assessment Benefit Factors

	Average Square Feet	% of SFR	Population Factor	SFE Factor
Single Family Residential	1,715	100%	1.00	1.00
Condominium	1,250	73%	0.81	0.59
Multi-Family Residential	920	54%	0.81	0.43
Mobile Home on Separate Lot	855	50%	0.86	0.43

The SFE factor of 0.43 per dwelling unit for multi-family residential properties applies to such properties with 20 or fewer units. Properties in excess of 20 units typically offer on-site recreational amenities and other facilities that tend to offset some of the benefits provided by the improvements. Therefore, the benefit for properties in excess of 20 units is determined to be 0.43 SFE per unit for the first 20 units and 0.10 SFE per each additional unit in excess of 20 dwelling units.

[14] *(0.81 * 54% = 0.43)*

COMMERCIAL/INDUSTRIAL PROPERTIES

SFE values for commercial and industrial land uses are based on the equivalence of special benefit on a land area basis between single family residential property and the average commercial/industrial property. The SFE values for various commercial and industrial land uses are further defined by using average employee densities because the special benefit factors described previously can be measured by the average number of people who work at commercial/industrial properties. In order to determine employee density factors, the findings from the San Diego Association of Governments Traffic Generators Study (the "SANDAG Study") are used because these findings were approved by the State Legislature as being a good representation of the average number of employees per acre of land area for commercial and industrial properties. As determined by the SANDAG Study, the average number of employees per acre for commercial and industrial property is 24.

In comparison, the average number of people residing in a single family home in the area is 3.32. Since the average lot size for a single family home in the City is approximately 0.20 acres, the average number of residents per acre of residential property is 16.60.

The employee density per acre is generally 1.45 times the population density of single family residential property per acre (24 employees per acre / 16.60 residents per acre). Therefore, the average employee density can be used as the basis for allocating benefit to commercial or industrial property since a commercial/industrial property with 1.45 employees receives generally similar special benefit to a residential property with 1 resident. This factor of equivalence of benefit between 1 resident to 1.45 employees is the basis for allocating commercial/industrial benefit.

The table below shows the average employees per acre of land area or portion thereof for commercial and industrial properties and lists the relative SFE factors per fifth of an acre for properties in each land use category.

Commercial and industrial properties in excess of 5 acres generally involve uses that are more land intensive relative to building areas and number of employees (lower coverage ratios). As a result, the benefit factors for commercial and industrial property land area in excess of 5 acres is determined to be the SFE rate per fifth of an acre for the first 5 acres and the relevant SFE rate per each additional acre over 5 acres. Institutional properties that are used for residential, commercial or industrial purposes are also assessed at the appropriate residential, commercial or industrial rate.

Commercial/Industrial Density and Assessment Factors

Type of Commercial/Industrial Land Use	Average Employees per Acre [1]	SFE Units per 1/5 Acre [2]
Commercial	24	1.00
Office	68	2.84
Shopping Center	24	1.00
Industrial	24	1.00
Self Storage or Parking Lot	1	0.05

(1) Source: San Diego Association of Governments Traffic Generators Study.
(2) The SFE factors for commercial and industrial parcels are applied by the fifth of an acre of land area or portion thereof. Therefore, the minimum assessment for any assessable parcel in these categories is the SFR units listed herein.

VACANT PROPERTIES

The benefit to vacant properties is determined to be proportional to the corresponding benefits for similar type developed properties; however, at a lower rate due to the lack of improvements on the property. A measure of the benefits accruing to the underlying land is the average value of land in relation to improvements for developed property. An analysis of the Fiscal Year 2002/03 assessed valuation data for the City from the County of Los Angeles, found that approximately 35% of the assessed value of improved properties is classified as the land value. It is reasonable to assume, therefore, that approximately 35% of the benefits are related to the underlying land and 65% are related to the improvements and the day-to-day use of the property. Using this ratio, the SFE factor for vacant parcels is 0.35 per parcel.

The value of properties increases as properties are approved for parcel division and development. Likewise, the special benefits received by vacant property increases as the property is approved for parcel division and development. When property is approved for parcel division and development with a final map, the property has passed the final significant hurdle to development and can shortly undergo construction. Since the property is nearing the point of development, its special benefits increase. In addition, these properties are generally sold soon after completion of improvements, so the properties receive the additional benefit of desirability from prospective buyers due to the special benefits provided by proximity to the improvements in the City. It is therefore determined that property with tentative or final map approval receives 25% of the relative benefit per mapped dwelling unit or mapped parcel acreage compared to improved property of similar use-type.

OTHER PROPERTIES

Article XIII D stipulates that publicly owned properties must be assessed unless there is clear and convincing evidence that those properties receive no special benefit from the improvements.

All properties that are specially benefited are assessed. Other publicly owned property that is used for purposes similar to private residential, commercial, industrial or institutional uses is benefited and assessed at the same rate as such privately owned property.

Miscellaneous, small and other parcels such as roads, right-of-way parcels, reservoir or other water rights parcels that cannot be developed into other improved uses, limited access open space parcels, watershed parcels and common areas typically do not generate significant numbers of employees, residents, customers or guests and have limited economic value. These miscellaneous parcels receive minimal benefit from the improvements and are assessed an SFE benefit factor of 0.

As detailed by the formation engineer, church parcels and property used for educational purposes typically generate employees on a less consistent basis than other non-residential parcels. Many of these parcels also provide some degree of on-site amenities that serve to offset some of the benefits from the District. In addition, the City maintains reciprocal use arrangements with many educational properties that allow for the public, recreational use of these properties. Such public use tends to reduce the use and wear of City facilities. Therefore, these parcels receive minimal benefit and are assessed an SFE factor of 1.[15]

[15] *As detailed in the Engineer's Report, City of Palmdale, Park Maintenance and Recreation Improvement District, Fiscal Year 2002/03 dated April 2002.*

5.8 Cost of Living Inflator

Property owners in the District approved in an assessment ballot proceeding in 2002 the initial fiscal year benefit assessment for special benefits to their property including a Consumer Price Index ("CPI") increase schedule. As a result, the assessment may continue to be levied annually and may be increased up to the maximum annual CPI without any additional assessment ballot proceeding. In the event that in future years the assessments are levied at a rate less than the maximum authorized assessment rate, the assessment rate in a subsequent year may be increased up to the maximum authorized assessment rate without any additional assessment ballot proceeding.

The assessment rate is subject to an annual increase tied to the annual change in the Consumer Price Index for the Los Angeles Area as of January of each succeeding year, with the maximum annual increase not to exceed 3%. Any change in the CPI in excess of 3% shall be cumulatively reserved as the "Unused CPI" and shall be used to increase the maximum authorized assessment rate in years in which the CPI is less than 3%. The maximum authorized assessment rate is equal to the maximum assessment rate in the first fiscal year the assessment was levied, increased annually by the maximum of: 1) 3% or 2) the change in the CPI plus any Unused CPI as described above.

The annual percentage change in the CPI from January 2025 to January 2026 was 3.017%, and there was 7.13% of the Unused CPI carried over (as described above). Therefore, the cost of living inflator for Fiscal Year 2026/27 is 3%.

5.9 Fiscal Year 2026/27 Maximum Assessment

The maximum authorized assessment rate for Fiscal Year 2026/27 is increased by 3% which equates to $65.52 per SFE for Zones A and C, and $32.76 per SFE for Zone B. The District's budget, provided in the Estimate of Costs section of this Engineer's Report, proposes assessments for Fiscal Year 2026/27 at the rate of $65.52 per SFE for Zones A and C and $32.76 for Zone B, which is equal to the maximum authorized assessment rate.

5.10 Duration of Assessment

It is proposed that the assessment be levied for Fiscal Year 2004/05 and continued every year thereafter, so long as the parks and recreational areas need to be improved and maintained and the City requires funding from the assessments for District improvements. As noted previously, the assessment can continue to be levied annually after the City Council approves an annually updated Engineer's Report, budget for the assessment, improvements to be provided, and other specifics of the assessment. In addition, the City Council must hold an annual public hearing to continue the assessment.

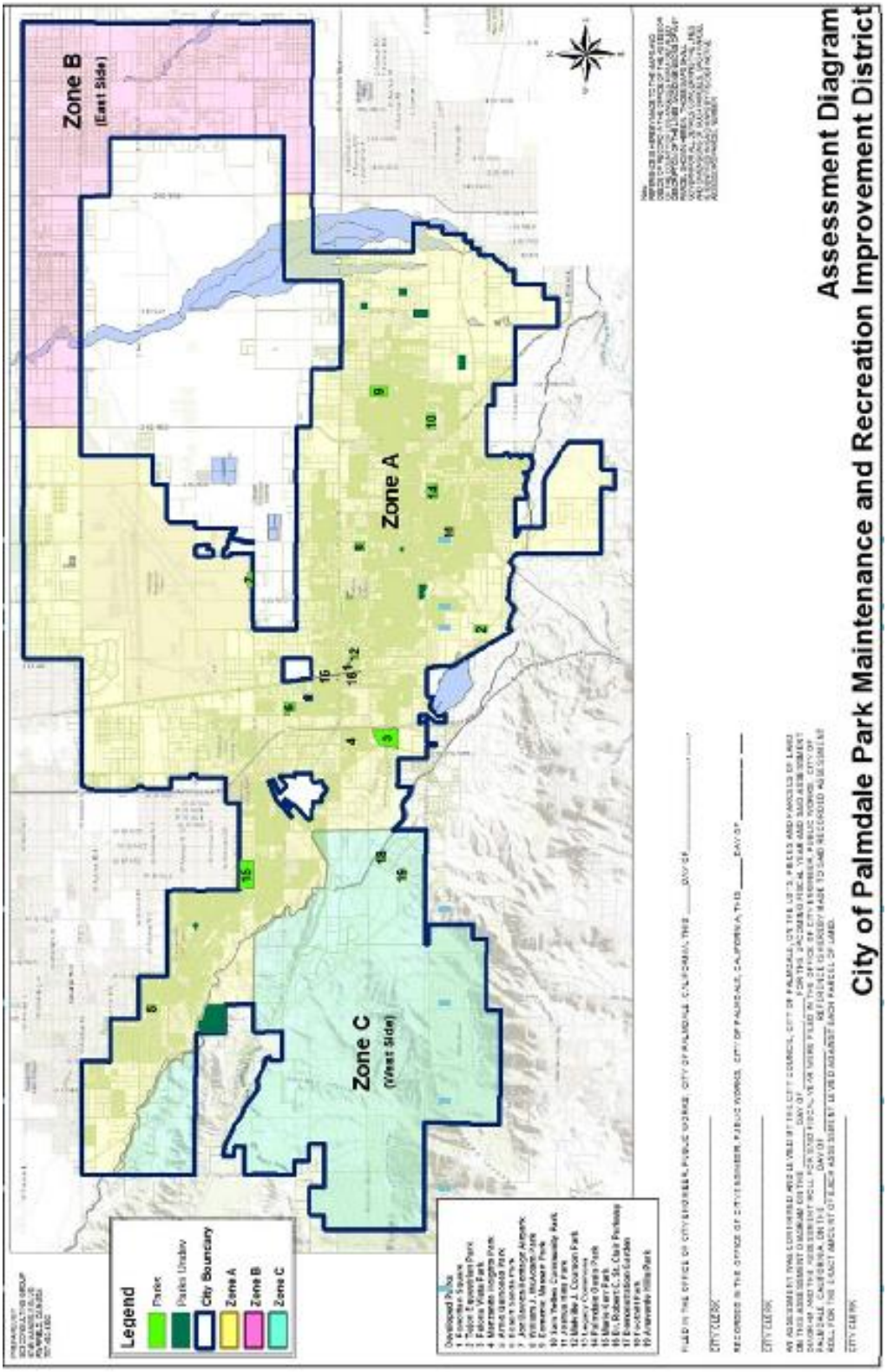
5.11 Appeals and Public Hearing

Any property owner who feels that the assessment levied on the subject property is in error, as a result of incorrect information being used to apply the foregoing method of assessment, may file a written appeal with the City of Palmdale Public Works department. Any such appeal is limited to correction of an assessment during the then current fiscal year or, if before July 1, the upcoming fiscal year. Upon the filing of any such appeal, the City of Palmdale Public Works Engineer or his or her designee will promptly review the appeal and any information provided by the property owner. If the Public Works Engineer of the City of

Palmdale or her or his designee finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been filed with the County for collection, the City Engineer or his or her designee is authorized to refund to the property owner the amount of any approved reduction. Any dispute over the decision of the City Engineer or her or his designee shall be referred to the Director of Public Works of the City of Palmdale, and the decision of the Director of Public Works of the City of Palmdale shall be final.

6. ASSESSMENT DIAGRAM

The District includes all properties within the boundaries of the City. The boundaries of the District are displayed on the following Assessment Diagram. The lines and dimensions of each lot or parcel within the District are those lines and dimensions shown on the maps of the County Assessor of the County of Los Angeles, at the time this Engineer's Report was prepared, and are incorporated by reference herein and made part of this Engineer's Report.


Zone B
(East Side)
Zone A
Zone C
(West Side)
Legend
Parks
Parks Undev
City Boundary
Zone A
Zone B
Zone C
Developed Parks
Assessment Diagram
City of Palmdale Park Maintenance and Recreation Improvement District

7. ASSESSMENT ROLL

Assessor's parcel identification, for each lot or parcel subject to the assessment, shall be based on the County Assessor's secured roll data for the applicable year in which this report is prepared and is incorporated herein by reference.

A listing of assessor's parcels subject to the assessments for Fiscal Year 2026/27, along with the assessment amounts, is on file in the office of the City Clerk[16] and incorporated herein by reference. Based on County Assessor's secured roll data, current assessor's parcels, including corrected and/or new assessor's parcels, will be submitted and/or resubmitted to the County Auditor/Controller. The annual assessment amount to be levied and collected for the resubmitted parcel(s) shall be determined in accordance with the method of apportionment and assessment rate approved in this report. Therefore, if a single assessor's parcel has a status change in development, other land use change, or subdivides into multiple assessor's parcels, the charge amounts applied to each of the new assessor's parcels shall be recalculated and applied according to the approved method outlined in the method of apportionment and assessment rate rather than a proportionate share of the original assessment amount.

The following table summarizes the Fiscal Year 2026/27 assessment for the District.

Zone of Benefit	Parcels (1)	SFE Units	FY 2026/27 Rate Per SFE	FY 2026/27 Assessment Amount
Zone A	43,118	49,487.65	$65.52	$3,242,414.93
Zone B	360	132.59	32.76	4,341.56
Zone C	2,238	1,970.41	65.52	129,101.09
Totals:	**45,716**	**51,590.65**		**$3,375,857.58**

(1) Includes only parcels levied.

[16] *A copy may be retained from the City Engineer.*

CITY OF PALMDALE

Fiscal Year 2026/27 Engineer's Report For:

Streetlight Maintenance Assessment Districts and Annexations

June 2026

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1. ENGINEER'S LETTER

WHEREAS, the City Council of the City of Palmdale (the "City"), State of California, under the Landscaping and Lighting Act of 1972 (the "Act"), directed NBS to prepare and file the Annual Engineer's Report for the Streetlight Maintenance Assessment Districts and Annexations (the "Districts") for Fiscal Year 2026/27, in accordance with Article 4 of Chapter 1 of the Act and Article XIII D of the California Constitution. The report presents the plans[1] and specifications describing the general nature, location and extent of the improvements to be maintained, an estimate of the costs of the administration, maintenance, operations and servicing of the improvements for Fiscal Year 2026/27, the diagram for the Districts, showing the area and properties to be assessed, and assessing the net amount upon the assessable lots and/or parcels within the Districts in proportion to the special benefit received.

NOW THEREFORE, the assessments as detailed in this Engineer's Report and as summarized in the table below are made to cover the portion of the estimated costs of maintenance, operation and servicing of said improvements to be paid by the assessable real property within the Districts in proportion to the special benefit received.

District(1)	Parcels(2)	EDUs(3)	Proposed FY 2026/27 Assessment Amount(4)
District No. 1 and No. 4	6,711	10,101.536	$1,364,412.38
District No. 2	1,419	1,480.918	197,449.62
District No. 3	32	32.000	55,784.96
District No. 5	31,614	34,958.000	3,554,877.68
Totals:	**39,776**	**46,572.454**	**$5,172,524.64**

(1) Includes District and Annexations. District No. 1 and No. 4 are combined for County tax roll purposes.
(2) Includes only parcels levied.
(3) Equivalent Dwelling Unit.
(4) A list of the Districts and Annexations containing the total proposed Fiscal Year 2026/27 assessments, the number of parcels assessed and assessment rate are detailed in Section 8 of this Engineer's Report.

I, the undersigned, respectfully submit this Engineer's Report and, to the best of my knowledge, information and belief, the Engineer's Report, Assessments, and the Assessment Diagram herein have been prepared, computed and levied in accordance with the assessment methodology adopted, approved and ordered by the City Council of the City of Palmdale at the time of each District formation.

John G Egan
John G. Egan, P. E.
Assessment Engineer 6/02/2026

REGISTERED PROFESSIONAL ENGINEER
JOHN G. EGAN
No. 14853
CIVIL
EXPIRATION DATE 3/31/27
STATE OF CALIFORNIA

[1] *Detailed plans are included by reference and on file in the office of the City Engineer.*

2. INTRODUCTION

2.1 Background

The City provides maintenance and servicing of certain publicly owned streetlights throughout the City. In order to fund the maintenance and operation (the "Services") of these projects and improvements, the City has formed five Streetlight Maintenance Assessment Districts, including subsequent Annexations. The Districts have been formed and the levies have been made pursuant to Part 2 of Division 15 of the California Streets and Highways Code, commonly known as the Landscape and Lighting Act of 1972, and Article XIII D of the California Constitution (the "Article XIII D").

2.2 Assessment District Inventory

Currently, there are five Streetlight Maintenance Assessment Districts with 172 Annexation Districts overall, although some Annexations are not assessed (see the following section for annexation exceptions):

District No. 1 consists of residential and non-residential developments located throughout the City and that are not included within a Los Angeles County Lighting Maintenance District. District No. 1 has 144 individual annexations encompassing approximately 6,840 parcels.

District No. 2 includes the Anaverde Master Planned Community. District No. 2 includes two annexations and approximately 1,460 parcels.

District No. 3 includes the Ritter Ranch Master Planned Community. The number of parcels at build out is expected to be approximately 6,500 parcels, although this number will likely be subject to revision once development resumes in this area.

District No. 4, similar to District No. 1, consists of residential and non-residential developments located throughout the City, that are not included within a Los Angeles County Lighting Maintenance District, and that were annexed on or after 2010. District No. 4 has 24 individual annexations including approximately 70 parcels.

District No. 5 also consists of residential and non-residential developments located throughout the City. The designation of "District No. 5" was used for the first time in Fiscal Year 2014/15 to identify the approximately 32,900 parcels within the City that were previously covered under the Los Angeles County Lighting Maintenance District No. 1616 (CLMD 1616). LA County administered the streetlights assessments and managed the streetlights improvements up to Fiscal Year 2013/14. Starting Fiscal Year 2014/15 the City took over these functions from the County.

The designation of the existing Districts is as follows:

District No. 1, located throughout the City includes Annexation Nos. 001; 003 through 007; 009; 011; 013 through 080; 082 through 092; 095 through 097; 099 through 111; 113 through 117; 119 through 132; 134 through 137; 139 through 141, 144 through 152, 154, 186, and 203.

District No. 2, located in the Anaverde Master Planned Community consists of two districts, 800 and 801. Starting in Fiscal Year 2012/13 the numbers assigned to the districts in Anaverde will be in the 800 series.

District No. 3, located in the Master Planned Community of Ritter Ranch consists of one district. Starting in Fiscal Year 2012/13 the numbers assigned to the districts in Ritter Ranch will be in the 900 series.

District No. 4, located throughout the City includes Annexation Nos. 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 172, 173, 174, 175, 178, 180, 184 and 193.

District No. 5, located throughout the City and includes only one district, No. 91616.

For a detailed description of the above-mentioned Districts and Annexations, see Section 7 of this Engineer's Report.

2.3 Annexation Exceptions and Other District Information

Per City Policy, the projects within the Districts and Annexations that have been issued construction permits and have begun construction will be assessed.

Annexation Nos. 002, 008, 010, and 012 have overlapping LA County lighting districts and are not assessed by the City.

Annexation Nos. 058, 077, 116, 119, 124, 130, 131, 132, 145, 147, 148, 150 and 151 will not be assessed for Fiscal Year 2010/11 and future years.

Annexation Nos. 146, 149 and 152 were assessed for the first time in Fiscal Year 2009/10.

Annexation Nos. 154 and 155 were assessed for the first time in Fiscal Year 2010/11.

Annexation No. 156 was assessed for the first time in Fiscal Year 2011/12.

Annexation Nos. 801 was assessed for the first time in Fiscal Year 2012/13.

Annexation Nos. 161 and 163 were assessed for the first time in Fiscal Year 2013/14.

Annexation Nos. 162 and 166 were assessed for the first time in Fiscal Year 2014/15.

Annexation Nos. 159, 164, and 167 were assessed for the first time in Fiscal Year 2015/16.

Annexation Nos. 144, 173 and 175 were assessed for the first time in Fiscal Year 2019/20.

Annexation Nos. 180 and 184 were be assessed for the first time in Fiscal Year 2020/21.

Annexation Nos. 070, 072, 121, 128, 139, 157, 158, 160, 165, and 169 will not be assessed until development starts.

Annexation Nos. 168 and 193 were assessed for the first time in Fiscal Year 2021/22.

Annexation Nos. 091, 095, 111, 129, 186 were assessed for the first time in Fiscal Year 2022/23.

Annexation 060 has been dissolved as of April 6, 2016. The homeowner's association will undertake the maintenance of all improvements and services beginning Fiscal Year 2016/17.

2.4 Process for Annual Assessment

In each subsequent year for which the assessment will be continued and as required by the procedures specified in the 1972 Act, an Engineer's Report must be prepared on an annual basis which contains a full and detailed description of the improvements, the boundaries of the assessment district and any zones therein, and the proposed assessments upon assessable lots and parcels of land within the assessment district.

The City Council must also annually adopt a resolution of intention which:

- Declares the intention of the City Council to levy and collect assessments within the assessment district for the fiscal year stated therein.
- Generally describes the existing and proposed improvements and any substantial changes proposed to be made in existing improvements.
- Refers to the assessment district by its distinctive designation and indicates the general location of the assessment district.
- Refers to the report of the engineer, on file with the City Clerk, for a full and detailed description of the improvements, the boundaries of the assessment district and any zones therein, and the proposed assessments upon assessable lots and parcels of land within the assessment district.
- Gives notice of the time and place for public hearing by the City Council on the levy of the proposed assessment.
- States whether the assessment is proposed to increase from the previous year.

If the assessments are to be levied in the same or lesser amounts than the maximum assessment allowed, the City Clerk shall give notice of the public hearing by causing the resolution of intention to be published. Any interested person may, prior to the conclusion of the public hearing, file a written protest which shall state all grounds of objection. The protest shall contain a description sufficient to identify the property owned by the property owner filing the protest. During the course or upon conclusion of the hearing, the City Council may order changes in any of the matters provided in the report, including changes in the improvements, any zones within the assessment district, and the proposed diagram or the proposed assessment. If the assessment to be levied exceeds the maximum assessment allowed, the City must comply with the procedures specified in Article XIII D and Proposition 218.

The City Council, upon conclusion of the public hearing must then adopt a resolution confirming the diagram and assessment, either as originally proposed or as changed by it. The adoption of the resolution shall constitute the levy of an assessment for the fiscal year referred to in the assessment. If confirmed, the assessments would be submitted to the County Auditor Controller for inclusion on the property tax roll.

2.5 Legislative Context

In 1996, California Voters adopted Proposition 218, the "Right to Vote on Taxes Act" which added Articles XIII C and XIII D to the California Constitution. Article XIII D imposes certain substantive and procedural requirements on any agency that wishes to levy special assessments.

Article XIII D imposes four basic substantive requirements on assessments[2]:

- All parcels that will have a special benefit conferred upon them and upon which an assessment will be imposed must be identified;
- The general benefits must be distinguished from the special benefits conferred on the parcels;
- The proportionate special benefit derived by each parcel must be determined in relationship to the entirety of the capital improvement, the maintenance and operation expenses of the public improvement, or the cost of the property related service being provided; and
- The amount assessed to a parcel must not exceed the reasonable cost of the proportional special benefit conferred on that parcel and does not include any costs attributable to the general benefit.

Since the initial passage of Proposition 218, several court rulings have helped provide context and direction on the practical implementation procedures and requirements for levying assessments. Several of the key concepts from these rulings are summarized below.

GENERAL BENEFIT

Article XIII D requires an agency to separate the general benefits from the special benefits conferred because only special benefits are assessable.

The Court of Appeal in *Golden Hills Neighborhood Assn., Inc. v. City of San Diego* (2011) (*Golden Hills*)[3] clarified this concept by stating, "*Separation and quantification of general and special benefits must be accomplished by apportioning the cost of a service or improvement between the two and assessing property owners only for the portion of the cost representing special benefits*."

The Court of Appeal in *Beutz v. County of Riverside* (2010) (*Beutz*)[4] quoted from the Legislative Analyst's Office pamphlet titled "Understanding Proposition 218" which states an agency must, "*estimate the amount of special benefit landowners would receive from the project or service, as well as the amount of 'general benefit.' This step is needed because Proposition 218 allows local government to recoup from assessments only the proportionate share of cost to provide the special benefit.*"

The Court in *Beutz* furthered this idea stating, "*Separating the general from the special benefits of a public improvement project and estimating the quantity of each in relation to the other is essential if an assessment is to be limited to the special benefits*."

The Court of Appeal in *Silicon Valley Taxpayers' Association Incorporated v. Santa Clara County Open Space Authority* (2008) (*SVTA*)[5] clarified that general benefits are not restricted to benefits conferred only on persons and property outside the assessment district but can include benefits both conferred on real

[2] *California Constitution Article XIII D Section 4.*
[3] *Golden Hill Neighborhood Assn. v. City of San Diego CA4/1, D062203 (Cal. Ct. App. 2013)*
[4] *Beutz v. County of Riverside, 109 Cal. Rptr. 3d 851 (Cal. Ct. App. 2010)*
[5] *Silicon Valley Taxpayers' Association Incorporated v. Santa Clara County Open Space Authority, 44 Cal. 4th 431 (2008).*

property located in the district or to the public at large. The "public at large" includes all members of the public, including those who live, work, and shop within the district, and not simply transient visitors.

BENEFIT-BASED NOT COST-BASED

In *Bonander v. Town of Tiburon* (2009) (*Tiburon)*[6], the Court of Appeal clarified the idea that assessments must be apportioned based upon benefit rather than cost. The Court stated, "*Proportionate special benefit is the basis upon which a project's total assessable costs are apportioned among parcels within an assessment district.*"

The assessment on a particular property cannot be based on the relative cost of the improvements, but rather the special benefit conferred on such property. The Court in *Tiburon* also stated, "*an assessment represents the entirety of the cost of the improvement or property-related service, less any amount attributable to general benefits (which may not be assessed), allocated to individual properties in proportion to the relative special benefit conferred on the property*."

PUBLIC PROPERTY

Section 4, Subdivision (a) of Article XIII D states, in part, "*Parcels within a district that are owned or used by any agency, the State of California or the United States shall not be exempt from assessment unless the agency can demonstrate by clear and convincing evidence that those publicly owned parcels in fact receive no special benefit.*" Historically there had been differing opinions about whether this requirement that publicly owned property should not be exempt actually meant those properties must be assessed.

The Court of Appeal in *Manteca Unified School District v. Reclamation District No. 17 et al* (2017) *(Manteca)*[7] clarified this issue by stating, *"section 4, subdivision (a) of article XIII D of the California Constitution unambiguously conditions any continuing benefit assessment exemption on a showing by clear and convincing evidence of no special benefit.*"

IMPRECISION

The Court in *Tiburon* acknowledged the difficulty of trying to precisely assign and measure special benefit, stating, "*Any attempt to classify special benefits conferred on particular properties and to assign relative weights to those benefits will necessarily involve some degree of imprecision.*"

The Court in *Tiburon* went on to say that a formula assigning equal weight to different special benefits *"may be a legally justifiable approach to measuring and apportioning special benefits,* [but] *it is not necessarily the only valid approach. Whichever approach is taken to measuring and apportioning special benefits, however, it must be both defensible and consistently applied*."

[6] *Bonander v. Town of Tiburon, 147 Cal. App. 4th 1116 (Cal. Ct. App. 2007)*
[7] *Manteca Unified School District v. Reclamation District No. 17 et al, C077906 (Cal. Ct. App. 2017)*

3. PLANS AND SPECIFICATIONS

The work and improvements proposed to be undertaken by the City and the cost thereof paid from the levy of the annual assessment provide special benefit to assessor parcels within the Districts defined in the Method of Assessment herein. Consistent with the Act, the improvements are generally described as follows:

1. The installation, maintenance, and servicing of local streetlight and traffic signal structures in close proximity, within approximately 90 feet, to certain lots and parcels which provide a direct special benefit to such lots or parcels.
2. The installation, maintenance, and servicing of peripheral streetlight and traffic signal structures which provide a special benefit to all the assessable parcels within the Districts and Annexations whether or not such parcels are in close proximity to such lighting.
3. The installation or construction of public lighting facilities, or the acquisition of any existing improvements.

Plans and Specifications for the improvements for the Districts are voluminous and are not bound in this Engineer's Report but by this reference are incorporated and made a part of this report. The Plans and Specifications are on file in the office of the Director of Public Works where they are available for public inspection.

Article XIII D of the California Constitution defines "maintenance and servicing expenses" as, "the cost of rent, repair, replacement, rehabilitation, fuel, power, electrical current, care and supervision necessary to properly operate and maintain a permanent public improvement". The improvement funding includes, but is not limited to, the removal, repair, replacement or relocation of light standards, poles, bulbs, fixtures and appurtenances, electrical energy, supplies, engineering and incidental costs relating to the maintenance and servicing of the local and peripheral lighting and traffic signal improvements benefiting the parcels within the Districts.

The improvements to be maintained and serviced within the Districts are to be part of the local and peripheral streetlight and traffic signal system of the City that confers special benefit to the Districts' parcels. The specific location of both local and peripheral streetlight and traffic signal improvements within the City can be found on the Streetlight Inventory Maps maintained by the City and on file in the office of the Director of Public Works where they are available for inspection. The City also maintains a lamp location list that is a tabulated listing of every street in the Districts by alphabetical order. Included in the items listed for each lamp are the exact location by street address number and lamp size.

Also included within the City streetlight system are traffic signals and highway safety lights (lights mounted on traffic signal poles). Traffic signal improvements may include both local and peripheral traffic signals. Local traffic signals are signals or portions thereof installed within the Districts. Peripheral traffic signals are portions of traffic signals installed outside of the Districts.

The improvements to be maintained and serviced within the Districts include Southern California Edison-owned streetlights within the right of way of the local public streets located within the boundaries of the Districts. These lights are all within close proximity to the parcels within the Districts and have been

identified as receiving local lighting benefit in the Method of Assessment, and as such, provide special benefit to these parcels.

Peripheral streetlight improvements are located outside of the Districts; however, they do benefit parcels within the Districts to some degree.

Specifications for streetlights, traffic signals, and their installation within the Districts are included within a previously executed contract by and between the City and Southern California Edison, a copy of which is available in the Engineering Services Division of the Public Works Department.

The local lighting and peripheral lighting costs assessed in the existing Los Angeles County Streetlight District are not assessed as a part of the Districts identified in this Engineer's Report. Only costs outside the existing Los Angeles County Streetlight District boundaries will be assessed as a part of the Districts.

All streetlight maintenance will be performed by Southern California Edison.[8]

[8] *As detailed in the Annual Engineer's Report, City of Palmdale, Streetlight Maintenance Assessments Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

4. ESTIMATE OF COSTS

Fiscal Year 2026/27 estimated costs of maintenance and servicing the improvements as described in the Plans and Specifications are summarized below. The full itemized budget for the Districts is voluminous and is not bound in this Engineer's Report but by reference is incorporated and made a part of this Engineer's Report. The itemized budget is on file in the Department of Public Works, where it is available for public inspection. The tables below show the budget summary for the Districts.

Streetlight Maintenance Assessment Districts and Annexations Budget Budget Summary, Fiscal Year 2026/27	
Description	**Proposed FY 2026/27 Costs**
Streetlight Maintenance District No. 1 and No. 4	
Direct Maintenance Costs	$67,300
Utility Costs	409,050
Other Costs	833,870
Contribution To/From Reserves	54,192
Fiscal Year 2026/27 Amount to be Assessed	**$1,364,412**
Streetlight Maintenance District No. 2	
Direct Maintenance Costs	$21,930
Utility Costs	92,400
Other Costs	124,390
Contribution To/From Reserves	(41,270)
Fiscal Year 2026/27 Amount to be Assessed	**$197,450**
Streetlight Maintenance District No. 3	
Direct Maintenance Costs	$21,000
Utility Costs	0
Other Costs	101,480
Contribution To/From Reserves	(66,695)
Fiscal Year 2026/27 Amount to be Assessed	**$55,785**
Streetlight Maintenance District No. 5	
Direct Maintenance Costs	$374,680
Utility Costs	1,632,000
Other Costs	2,812,290
Contribution To/From Reserves	(1,264,092)
Fiscal Year 2026/27 Amount to be Assessed	**$3,554,878**
Total Fiscal Year 2026/27 Amount to be Assessed – All Districts	**$5,172,525**

A listing of the Districts containing the total Fiscal Year 2026/27 assessments, number of parcels to be assessed parcels, and the assessment rate per EDU is included in Section 8 of this Engineer's Report.

The following cost descriptions apply to the budget:

DIRECT COSTS

Maintenance Costs/Edison Costs. Labor, Material, and Equipment - Includes all labor, material, and equipment including electricity required to properly maintain and service the streetlight structures and appurtenant facilities within each District. All improvements within the Districts will be maintained and serviced on a regular basis.

Renovation. Repairs that are unforeseen and not normally included in the yearly maintenance cost. This may include repair of damage due to vandalism and traffic accidents. Planned upgrades of the improvements that provide a direct benefit to the Districts may also be included in renovation costs. [9]

UTILITY COSTS

Electricity. The furnishing of electricity required for the operation of the street lighting, applicable to service for the lighting of streets and highways of the lighting equipment and associated facilities.

OTHER COSTS

Personnel/Overhead. The cost of City staff for providing the coordination for Southern California Edison maintenance and servicing, responding to public concerns, and levying and collecting assessments. This includes reimbursement for time spent by Finance and Accounting, the City Attorney, the City Manager, and the Public Works staff.

Consultants. The cost of contracting with professionals to provide services specific to the levy and annual administration.

Professional Fees. These are the costs of contracting with professionals to provide any additional administrative or engineering services specific to the annexation such as the cost to prepare and mail notices of the public meeting and hearing, or preparation of assessment diagrams.

County Administration Fees. The costs charged by the County to place the assessments on the property tax rolls.

[9] *Costs descriptions as detailed in the Annual Engineer's Report, City of Palmdale, Streetlight Maintenance Assessments Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

5. METHOD OF APPORTIONMENT

The following section includes an explanation of the benefits to be derived from the installation, maintenance and servicing of the improvements throughout each District, as well as a description of the assessment methodology used to apportion the total assessment to properties within each District. ***Previous annual Engineer's Reports were prepared by a different engineer of record and language from the prior year Engineer's Report[10] has been referenced to describe the Method of Apportionment within the following section of this report.***[11]

The Districts consist of all assessor parcels within the boundaries as defined by the Assessment Diagram included with this report and the parcels identified by the Assessor Parcel Numbers listed with the included levy roll. The parcel list includes all privately and publicly owned parcels with the boundaries. The method used for apportioning the assessment is based on the proportional special benefits to be derived by the properties in the Districts over and above general benefits conferred on real property or to the public at large. The apportionment of special benefit is a two-step process: the first step is to identify the types of special benefit arising from the improvements, and the second step is to allocate the assessments to property based on the estimated relative special benefit for each type of property.

5.1 Special Benefit

The improvements are expected to confer certain special benefits to parcels within each District. Pursuant to the Prior Engineer's Report, the special benefit conferred to parcel is more fully described as follows:

> *In the Districts, the streetlight and traffic signal improvements are installed by the developers/owners, subdividers of the land. The continued maintenance is guaranteed through the inclusion of the land into a streetlight maintenance district. If the installation of the improvements and the guaranteed maintenance did not occur, the individual lots would not have originated and could not have been sold to any distinct and separate owner. The origination of each distinct and separate lot is a special benefit, which permits the construction of a building or structure on the property and the ownership and sale of the distinct lot in perpetuity.*
>
> *All the lots are established at the same time once the conditions regarding the improvements and the continued maintenance are met. As a result, each lot within the Districts receives a special and distinct benefit from the improvements and to the same degree.*
>
> *Over time, the improvements continue to confer a particular and distinct special benefit upon parcels within the Districts because of the nature of the improvements. The proper maintenance of the streetlights and appurtenant facilities reduces property-related*

[10] *Method of Apportionment and subsections as detailed in the Annual Engineer's Report, City of Palmdale, Streetlight Maintenance Assessments Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020 ("Prior Engineer's Report").*

[11] *Method of Apportionment and subsections as detailed in the Annual Engineer's Report, City of Palmdale, Streetlight Maintenance Assessments Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

crimes, especially vandalism, against properties in the Districts. All of the above-mentioned items also contribute to a specific enhancement to each of the parcels within the Districts.

The *SVTA* decision clarifies that a special benefit is a service or improvement that provides a direct advantage to a parcel and that indirect or derivative advantages resulting from the overall public benefits from a service or improvement are general benefits.

In addition to the special benefits described above (i.e., the origination of each parcel and reduction of crime) the proximate streetlights clearly make each parcel safer, more visible, more accessible, more useful, more valuable and more desirable; and this further strengthens the basis of these assessments.[12]

5.2 General Versus Special Benefit

General benefit is an overall and similar benefit to the public at large resulting from the improvements to be maintained by the assessments levied. Specific language describing the relationship and proportion of Special Benefit versus General Benefit from the Prior Engineer's Report has been included below:

The proceeds from the Districts are used to fund increased levels of maintenance to the Districts' improvements that serve and benefit the properties in the Districts. In the absence of the Districts, such improvements would not be properly maintained. Therefore, the Districts' purpose is to ensure that the necessary and beneficial public facilities for property in the Districts are properly maintained and repaired over time. The assessments will ensure that street lighting and associated improvements within and adjacent to the Districts are functional, well maintained and safe. These public resources directly benefit the property in the Districts and will confer distinct and special benefits to the properties within the Districts. Moreover, the absence of the improvements, a condition of development would not be met and future construction in the Districts could be denied. The creation of individual lots, if any, and the approval for construction in the Districts, is the overriding clear and distinct special benefit conferred exclusively on property in the Districts and not enjoyed by other properties outside the Districts. Therefore, the improvements provide special benefit to property in the Districts over and above the general benefits conferred to the public at large or properties outside the Districts.

Although the improvements maintained by the services may be available to the general public at large, the improvements and services are specifically designed, located and created to provide additional and improved resources for property inside the Districts, and not the public at large. Other properties that are outside the Districts do not enjoy the unique proximity and other special benefit factors described previously. These improvements and services are of special benefit to properties located within the Districts because they provide a direct advantage to properties in the Districts that would not be provided in the absence of the improvements. Any general benefits to surrounding properties outside of the Districts, if any there were, are collateral and conferred concomitantly. [13]

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[12] *As detailed in the Annual Engineer's Report, City of Palmdale, Streetlight Maintenance Assessments Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

[13] *As detailed in the Annual Engineer's Report, City of Palmdale, Streetlight Maintenance Assessments Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

5.3 Quantification of General Benefit

Although the Prior Engineer's Report analysis used to support these assessments concludes that the benefits are solely special, as described above, consideration is made for the suggestion that a portion of the benefits are general. General benefits cannot be funded by these assessments – the funding must come from other sources.

The maintenance and servicing of these improvements is also partially funded, directly and indirectly from other sources including the City, Los Angeles County, and the State of California. This funding comes in the form of grants, development fees, special programs, and general funds, as well as direct maintenance and servicing of facilities (e.g. curbs, gutters, streets, drainage systems, etc.). This funding from other sources more than compensates for general benefits, if any, received by the properties within the Districts.

STEP 1 – CALCULATION OF GENERAL BENEFIT

The general benefits from this assessment may be quantified as illustrated in the following table.

Calculation of General Benefit(1)

Benefit Factor	Relative Weight	General Benefit Contribution	Relative General Benefit
Improved safety and security lighting for property	5	25%	1.25
Improved ingress and egress to property for vehicular traffic and pedestrians	5	25%	1.25
Creation of individual lots for development or approval of building improvements	90	0%	0
	100		2.5
	Total Calculated General Benefit =		**2.5%**

(1) Per the Prior Engineer's Report.

As a result, the City will contribute at least 2.5% of the total budget from sources other than the assessment. This contribution offsets any general benefits from the improvements and services.

STEP 2 – CALCULATE THE CURRENT GENERAL BENEFIT CONTRIBUTION FROM THE CITY

Pursuant to the Prior Engineer's Report, the overall general benefit contribution is the sum of the following components:

The City owns and maintains local public streets along the border of the Districts' improvements. These public streets provide access to the improvements as well as efficient maintenance. The contribution from the City towards general benefit from the maintenance of local public streets is conservatively estimated to be 1%.

The value of the construction of the improvements can be quantified and monetized as an annuity. Since this construction was performed and paid for by non-assessment funds, this "annuity" can be used to offset general benefit costs and is conservatively estimated to contribute 25%.

Therefore, the total General Benefit is conservatively quantified at 2.5% which is more than offset by the total non-assessment contribution towards general benefit of 26%.

5.4 Method of Assessment

The development of an assessment methodology requires apportioning benefit based upon the relative special benefit for each property. The precise language from the Prior Engineer's Report has been provided below:

> *The Districts' assessments are based on land use so that property owners are assessed in proportion to the benefits received. The land uses defined below are descriptive of all parcels in existence within Districts in Fiscal Year 2009/10. In the event there is a question regarding the land use designation of any parcel in the Districts, the Department of Public Works will be responsible for administratively assigning one of the land uses listed below.*

Land Use Definitions

Land Use Code	***Land Use Description***
RES	*Single family residential parcels that benefit from local lighting*
RES-X	*Single family residential parcels that do not benefit from local lighting*
CONDO	*Condominium or town home parcels that benefit from local lighting*
APT	*Multiple family residential parcels that benefit from local lighting*
APT-X	*Multiple family residential parcels that do not benefit from local lighting*
MH	*Mobile homes that benefit from local lighting*
MH-X	*Mobile homes that do not benefit from local lighting*
NONRES	*Non-residential parcels that benefit from local lighting*
NONRES-X	*Non-residential parcels that do not benefit from local lighting*
VACANT	*Parcels without a building or similar structure that benefit from local lighting*
VACANT-X	*Parcels without a building or similar structure that do not benefit from local lighting*
EXEMPT	*Parcels exempt by law from the assessment, or those parcels that do not benefit for the Districts and Annexations*

Properties that do not benefit from local streetlights are designated with an "X" in the Land Use Code, and are not assessed for local lighting, but are assessed for their share of the costs for peripheral lighting and engineering and incidentals.

Local Lighting Apportionment. *The special benefit from the maintenance, operation, and servicing of local streetlights within the Districts only accrues to those parcels within the Districts located in areas where such lighting is provided. Therefore, parcels outside the Districts and/or without local streetlights are not assessed for the cost of providing such maintenance. Generally, a parcel is determined to have local lighting provided if a streetlight is within approximately 90 feet of the parcel. However, parcels within the Districts, regardless of location, are considered to benefit from such improvements installed within the Districts.*

Regarding local lighting, there exists the core benefit of available lighting for every parcel in the Districts near a streetlight. This "Availability" benefit is apportioned to parcels in the Districts on a per parcel basis. In addition to this benefit, parcels in the Districts benefit from improved safety related to the parcel itself ("Safety to Property").

Safety to Property. *The Safety to Property benefit results in a special benefit to both residential and vacant non-developable parcels because local lighting maintenance, operation, and servicing provides for the protection of buildings and personal property against crime such as theft and vandalism. The Safety to Property benefit is apportioned to properties in the Districts based on relative property size as available from the City of Palmdale Planning Department.*

Local Traffic Signal Apportionment*. The special benefit from the maintenance, operation, and servicing of local traffic signals, including highway safety lights mounted on the traffic signals within the Districts is similar to the streetlights. However, traffic signals are typically installed outside of the development and therefore benefit the general public.*

Traffic signals are installed as a result of the increased traffic generated by the development. There is no safety to property benefit as a result of the traffic signals. Therefore, the determination of benefit for traffic signals will use the same table as streetlights without the safety to property component.

The following Table - Local Lighting Benefit Factors shows the breakdown of the benefit points assigned to each land use for those properties located in District Nos. 1 through 4.

Local Lighting Benefit Factors

Land Use Description	***Safety Benefit***	***Availability Benefit***	***Total Equivalent Dwelling Units (EDUs)***
Single Family Residential (SFR)	*0.75/unit*	*0.25/parcel*	*1.00 EDU/parcel*
Condominium	*0.55/unit*	*0.25/parcel*	*0.80 EDU/parcel*
Multi-family up to 20 units	*0.54/unit*	*0.25/parcel*	*0.54 EDU/unit + 0.25 EDU/parcel*
Multi-family more than 20 units	*0.45/unit + 1.80/parcel*	*0.25/parcel*	*0.45 EDU/unit + 2.05 EDU/parcel*
Mobile Home up to 20 units	*0.33/unit*	*0.25/parcel*	*0.33 EDU/unit + 0.25 EDU/parcel*
Mobile Home more than 20 units	*0.20/unit + 2.60/parcel*	*0.25/parcel*	*0.20 EDU/unit + 2.85 EDU/parcel*
Nonresidential	*2.50/acre*	*1.50/acre*	*4.00 EDU/net acre*
Vacant	*0.25/parcel*	*0.25/parcel*	*0.50 EDU/parcel*

An EDU (Equivalent Dwelling Unit) is used as a way to relate dissimilar land uses such as commercial and residential. As an example, one acre of commercial is approximately equal to 4 residential parcels.

Peripheral Streetlights/Traffic Signals Apportionment. *All parcels in the Districts receive a special benefit from the installation, maintenance, operation, and servicing of safety lighting and streetlights, and traffic signals on peripheral streets located outside of the Districts. The peripheral lighting, traffic signals, safety lighting and capital improvements (Arterial Lighting) are provided throughout the City and all properties in the Districts may easily access these improvements. In contrast to the Local Lighting, Peripheral Lighting benefits properties primarily because the properties are provided safe peripheral street access. Therefore, Peripheral Lighting benefits will be apportioned to parcels in the Districts on a per unit basis taking into account demographic population information.*

Vacant properties, which have no people residing on the property, also benefit from Peripheral Lighting because of the convenience associated with emergency vehicle access and other traffic that must use the arterial streets to service the vacant properties in the Districts. Therefore, vacant parcels are assigned a per parcel benefit point. Vacant parcels are assigned benefit points based on the core benefit attributable to every assessable parcel in the Districts from Peripheral Lighting of 0.25 benefit points per parcel.

The following Table - Peripheral Lighting Benefit Factors shows the breakdown of the benefit points assigned to each land use for all assessable property in the Districts.

Peripheral Lighting Benefit Factors

Land Use Description	***Total Benefit Points***
Single Family Residential (SFR)	*1.00 EDU/parcel*
Condominium	*0.85 EDU/parcel*
Multiple Family	*0.95 EDU/parcel*
Mobile Home	*0.40 EDU/unit*
Nonresidential	*1.00 EDU/7,200 square feet (parcel size)*
Vacant	*0.25 EDU/parcel*

The following Table – Local Traffic Signal Benefit Factors shows the breakdown of the benefit points assigned to each land use for all assessable property in the Districts.

Local Traffic Signal Benefit Factors

Land Use Description	***Total Benefit Points***
Single Family Residential (SFR)	*0.75 EDU/parcel*
Condominium	*0.68 EDU/parcel*
Multiple Family	*0.45 EDU/parcel + 0.25 per parcel*
Mobile Home	*0.20 EDU/unit + 0.25 per parcel*
Nonresidential	*2.50 EDU/acre*
Vacant	*0.25 EDU/parcel*

Peripheral streetlights and traffic signals will remain peripheral until such time as they fall within the Districts. At such time, the streetlight or traffic signal will be removed from the peripheral inventory and placed within the Districts local lighting inventory. The total assessment for a parcel is thus a combination of the local lighting, traffic signals, and peripheral lighting benefit factors. Each element (local streetlights, local traffic signals, and peripheral improvements) will be determined individually.

Local Streetlights. *Assessments for local street lighting will be determined using factors from the Table - Local Lighting Benefit Factors and the current EDU assessment rate to maintain local streetlights within each individual District.*

Peripheral Improvements. *Assessments for peripheral improvements will be determined using factors from the Table - Peripheral Lighting Benefit Factors and the current EDU assessment rate to maintain these peripheral improvements throughout the Districts.*

Local Traffic Signals. *Assessments for local traffic signals will be determined using factors from the Table - Local Traffic Signal Benefit Factors and the current EDU assessment rate to maintain traffic signals within each individual District.*

5.5 Assessment District No. 5 Benefit Factors

Starting with Fiscal Year 2014/15, the City took over the administration of the streetlight assessments and the maintenance of the streetlight improvements within Streetlight Assessment District No. 5 consisting of approximately 32,800 parcels of residential and non-residential developments located throughout the City that were previously covered under the Los Angeles County Lighting Maintenance District No. 1616 (CLMD 1616). Los Angeles County administered the streetlights assessments and managed the streetlights improvements up to Fiscal Year 2013/14.

District No. 5 was formed to provide for the financing of streets lights within District No. 5 boundaries after receiving approval by property owners in 2003. District No. 5 method of assessment assigns benefit units according to the Los Angeles County land use codes, as shown in the following table.

District No. 5 Benefit Factors

Use Code	Use Code Description	Benefit Units
01XX	SINGLE RESIDENCE	1.00
02XX	DOUBLE, DUPLEX, OR TWO UNITS	2.00
03XX	THREE UNIT SINGLE RESIDENCES	2.50
04XX	FOUR UNIT SINGLE RESIDENCE	3.50
05XX	FIVE UNITS OR MORE SINGLE RESIDENCES	4.00
06XX	MODULAR HOMES	1.00
07XX	MOBILE HOMES	1.00
08XX	ROOMING HOUSES	4.50
09XX	MOBILE HOME PARKS	8.00
10XX	COMMERCIAL	0.00
11XX	STORES	4.00
12XX	STORE AND OFFICE COMBINATIONS	4.00
13XX	DEPARTMENT STORES	8.00
14XX	SUPERMARKETS	8.00
15XX	SHOPPING CENTERS (NEIGHBORHOOD, COMMUNITY)	6.50
16XX	SHOPPING CENTERS (REGIONAL)	6.50
17XX	OFFICE BUILDINGS	3.00
18XX	HOTEL AND MOTELS	8.00

District No. 5 Benefit Factors

Use Code	Use Code Description	Benefit Units
19XX	PROFESSIONAL BUILDINGS	3.00
20XX	COMMERCIAL	0.00
21XX	RESTAURANTS, COCKTAIL LOUNGES, TAVERNS	5.00
22XX	WHOLESALE AND MANUFACTURING OUTLETS	6.50
23XX	BANKS, SAVINGS AND LOANS	3.00
24XX	SERVICE SHOPS (ELECTRIC REPAIR, PAINT SHOP, LAUNDRY)	3.00
25XX	SERVICE STATIONS - FULL SERVICE	4.00
26XX	AUTO SERVICE SHOPS (BODY & FENDER COMMERCIAL GARAGE)	6.00
27XX	PATRON OR EMPLOYEE PARKING LOTS (COMMERCIAL USE PROPERTIES)	2.50
28XX	ANIMAL KENNELS	2.00
29XX	NURSERIES OR GREENHOUSES	2.00
30XX	INDUSTRIAL	0.00
31XX	LIGHT MANUFACTURING PLANTS/SHOPS	5.00
32XX	HEAVY MANUFACTURING PLANTS	6.50
33XX	WAREHOUSING, DISTRIBUTION, STORAGE (UNDER 10,000 SQ FT)	5.00
34XX	FOOD PROCESSING PLANTS	5.00
35XX	MOTION PICTURE, RADIO, AND TELEVISION INDUSTRIES	6.50
36XX	LUMBER YARDS	3.00
37XX	MINERAL PROCESSING PLANTS	5.50
38XX	PARKING LOTS (INDUSTRIAL USE PROPERTIES)	2.00
39XX	OPEN STORAGE	5.50
40XX	IRRIGATED FARMS	0.00
41XX	IRRIGATED FRUITS AND NUTS ORCHARDS	1.00
42XX	IRRIGATED VINEYARDS	1.00
43XX	IRRIGATED VINE AND BUSH FRUIT FARMS	1.00
44XX	IRRIGATED TRUCK CROPS	1.00
45XX	IRRIGATED FIELD CROPS	1.00
46XX	IRRIGATED PASTURE	1.00
47XX	IRRIGATED DAIRY FARM	1.00
48XX	POULTRY FARMS	1.00
49XX	FEED LOTS	1.00
50XX	DRY FARMS	0.00
51XX	DRY FRUITS AND NUTS ORCHARDS	1.00
52XX	DRY VINEYARDS	1.00
53XX	DRY FIELD CROPS	1.00
54XX	DRY PASTURE	1.00
55XX	DRY TIMBERLANDS - PINE	1.00
56XX	DRY TIMBERLANDS - FIR	1.00
57XX	DRY TIMBERLANDS - REDWOOD	1.00
58XX	DESERT LANDS	1.00
59XX	WASTE LANDS	1.00
60XX	RECREATIONAL	0.00
61XX	INDOOR MOVIE THEATRES	5.00
62XX	WATER RECREATION	0.00
63XX	BOWLING ALLEYS	8.00
64XX	CLUBS, LODGES, FRATERNAL ORGANIZATIONS	4.00
65XX	ATHLETIC AND AMUSEMENT FACILITIES	6.50
66XX	GOLF COURSES	3.00
67XX	RACE TRACKS	3.00
68XX	CAMPS	3.00
69XX	ICE SKATING RINK	8.00
70XX	INSTITUTIONAL	0.00
71XX	CHURCHES	2.00
72XX	SCHOOLS (PRIVATE)	2.00
73XX	COLLEGES, UNIVERSITIES (PRIVATE)	6.50

District No. 5 Benefit Factors

Use Code	Use Code Description	Benefit Units
74XX	HOSPITALS	6.50
75XX	HOMES FOR AGED AND OTHERS	3.00
76XX	SENIOR DAY CAE	0.00
77XX	CEMETERIES, MAUSOLEUMS, MORTUARIES	1.00
78XX	INSTITUTIONAL – OPEN	0.00
79XX	INSTITUTIONAL – OPEN	0.00
80XX	MISCELLANEOUS	0.00
81XX	COMMERCIAL & MUTUAL UTILITY: PUMPING PLANTS, STATE ASSESSED	2.00
82XX	MINING	0.00
83XX	PETROLEUM AND GAS	2.00
84XX	PIPELINES AND CANALS	0.00
85XX	RIGHTS-OF-WAY	0.00
86XX	WATER RIGHTS	0.00
87XX	RIVERS AND LAKES	0.00
88XX	GOVT OWNED PROPERTY - OPEN	0.00
89XX	DUMP SITES	1.00

5.6 Cost of Living Inflator

Annually, the amount of assessments for the Districts may be increased, based upon the Consumer Price Index, All Urban Consumers, for Los Angeles-Long Beach-Anaheim Area ("CPI"), as determined by the United States Department of Labor, Bureau of Labor Statistics, or its successor. The Assessment Engineer shall compute the percentage difference between the CPI for February of the current year and the CPI for the previous February and shall then adjust the existing assessment by an amount not to exceed such percentage for the following fiscal year. Should the Bureau of Labor Statistics revise such index or discontinue the preparation of such index, the Assessment Engineer shall use the revised index or a comparable system as approved by the City Council for determining fluctuations in the cost of living.

The increase of the assessment for Annexation Nos. 186 & 203 may not exceed 3%.

Alternatively, Assessment Districts Nos. 1, 2, 3, and 4 may use the Southern California Edison and California Public Utilities Commission (CPUC) approved rates for each light fixture adjustment schedule as the basis for adjustment of the annual rates. As a result, the assessment may be continued to be levied annually and may be increased by up to the maximum annual CPI adjustment (or CPUC adjustment for Assessment Districts Nos. 1, 2, 3, and 4), without any additional assessment ballot proceeding. Further, in the event that in future years the assessments are levied at a rate less than the maximum authorized assessment rate, the assessment rate in a subsequent year may be increased up to the maximum authorized assessment rate without any additional assessment ballot proceeding. [14]

For Fiscal Year 2026/27, the maximum authorized assessment rates for the Districts (except Annexation Nos. 186 & 203) are increased by 2.93%, based on the increase of the February 2025 to February 2026 CPI, for All Urban Consumers in the Los Angeles-Long Beach- Anaheim Area, of 2.93%. The maximum authorized assessment rates for Annexation Nos. 186 & 203 for Fiscal Year 2026/27 is 3.00%.

[14] *As detailed in the Annual Engineer's Report, City of Palmdale, Streetlight Maintenance Assessments Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

5.7 Fiscal Year 2026/27 Maximum Assessment

The Fiscal Year 2026/27 maximum authorized assessment rates for the Districts are included in Section 8 of this Engineer's Report.

5.8 Duration of Assessment

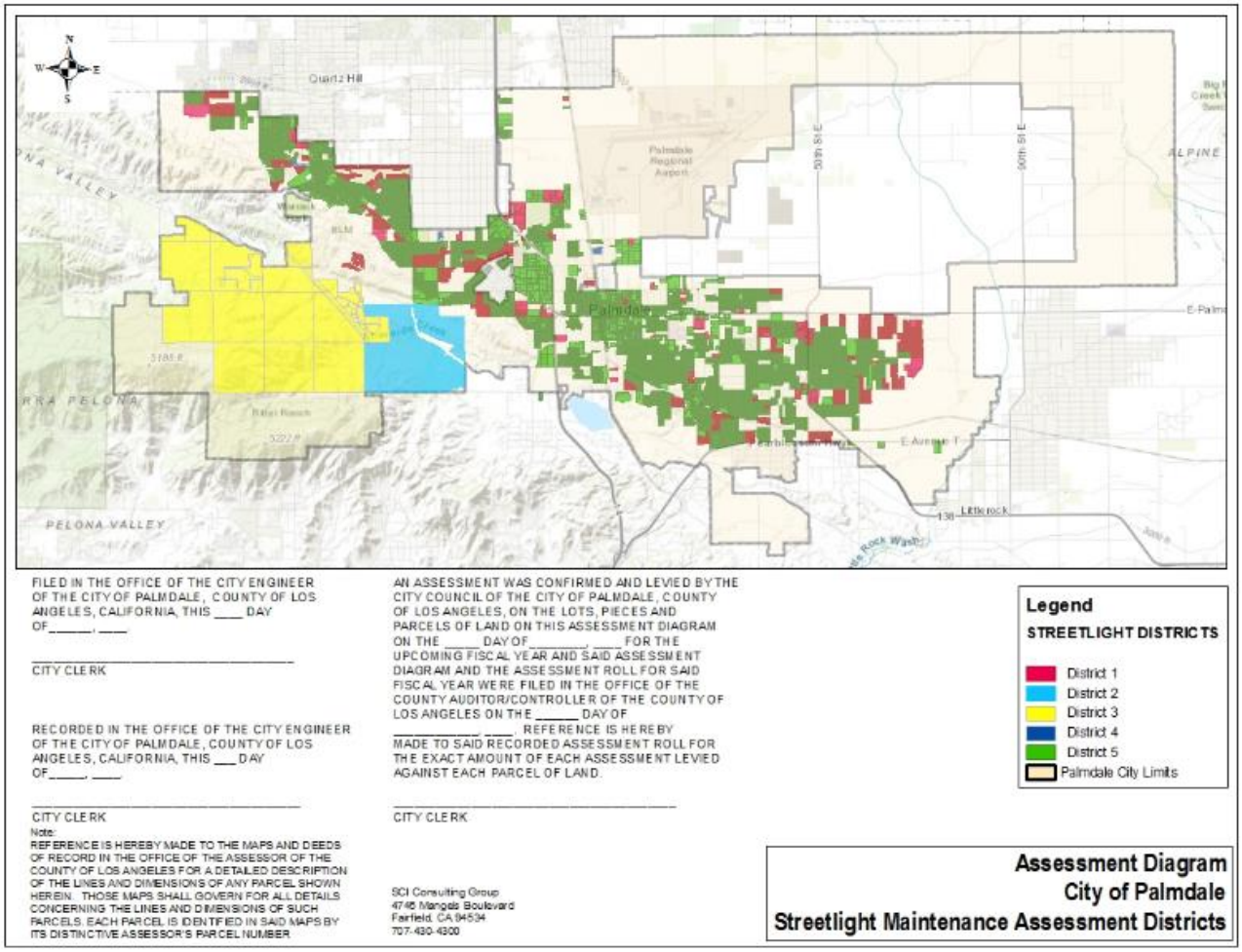
The Districts were formed or annexed in previous years. It is proposed that the assessments be continued every year after their formation or annexation, so long as the public improvements need to be maintained and improved, and the City requires funding from the assessments for these improvements in each District. As noted previously, the assessment can continue to be levied annually after the City Council approves an annually updated Engineer's Report, budget for the assessment, improvements to be provided, and other specifics of the assessment. In addition, the City Council must hold an annual public hearing to continue the assessment.

5.9 Appeals and Interpretation

Any property owner who feels that the assessment levied on the subject property is in error, as a result of incorrect information being used to apply the foregoing method of assessment, may file a written appeal with the City of Palmdale Public Works department. Any such appeal is limited to correction of an assessment during the then current fiscal year or, if before July 1, the upcoming fiscal year. Upon the filing of any such appeal, the City of Palmdale Public Works Engineer or his or her designee will promptly review the appeal and any information provided by the property owner. If the City of Palmdale Public Works Engineer, or her or his designee, finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been filed with the County for collection, the City of Palmdale Public Works Engineer or his or her designee is authorized to refund to the property owner the amount of any approved reduction. Any dispute over the decision of the City of Palmdale Public Works Engineer or her or his designee shall be referred to the Director of Public Works of the City of Palmdale, and the decision of the Director of Public Works of the City of Palmdale shall be final.

6. ASSESSMENT DIAGRAM

The boundaries of the Districts are displayed on the following Assessment Diagram. The lines and dimensions of each lot or parcel within the Districts and Annexations are those lines and dimensions shown on the maps of the County Assessor of the County of Los Angeles, at the time this Engineer's Report was prepared, and are incorporated by reference herein and made part of this report.



7. STREETLIGHT MAINTENANCE DISTRICTS

The lights maintained for each District are shown in the table below.

District	Tract/ Parcel Map	Land Use	General Location	Net Commercial Acreage	Total Light Count	Traffic Signals Hwy Lights	Peripheral Lights
District No. 1							
2002-001	PM 25755	Com	Ave S and 47th St East	32.44	10	0	0
2002-002	45217, 46193, 46194	Res	35th St East & Fairfield	0.00	0	0	0
2002-003	49016-02 & 03	Res	30th St West & Club Rancho Dr.	0.00	42	0	0
2002-004	47935	Res	Rancho Vista Blvd & Ave O-8	0.00	67	0	0
2002-005	47115, 47116, 47117, 44544	Res	SW Corner of Ave R-8 & 65th St East	0.00	78	0	0
2002-006	52142-03	Res	Ave P-8 and 30th St West	0.00	68	0	0
2002-007	45573	Res	Ave P-4 and 20th St West	0.00	13	0	0
2002-008	46602	Res	SW Corner of Ave N-8 and 55th St West	0.00	0	0	0
2002-009	51989	Res	Ave N and 50th St West	0.00	4	0	0
2002-010	45566	Res	55th St West	0.00	0	0	0
2002-011	46394-01	Res	Rancho Vista Blvd and Ave O-8	0.00	27	0	0
2002-012	53522	Res	SW Corner of Ave M-12 and 55th St West	0.00	0	0	0
2002-013	49016-04	Res	Ave N-8 and 30th St West	0.00	20	0	0
2002-014	44402	Res	Ave R-11 and 57th St East	0.00	19	0	0
2002-015	52142-1 & 2	Res	NW Corner of Ave P-8 and 25th St West	0.00	80	0	0
2003-016	48014-01 & 02	Res	Ave P-8 and Summerwind	0.00	53	0	0
2003-017	43689, 43690 & 43691	Res	Rancho Vista Blvd and 11th St West	0.00	86	0	0
2002-018	51505	Res	SE Corner of Ave P-8 and 20th St West	0.00	41	0	0
2002-019	PM 26593	Com	SW Corner of Ave O-8 and 10th St West	38.77	10	0	0
2003-020	Albertson's/PM 26612	Com	Ave N and 50th St West	18.25	10	0	0
2002-021	49016-05	Res	SW Corner of Ave N-8 and 30th St West	0.00	25	0	0
2002-022	49016-08, 09	Res	SE Corner of Ave N-8 and Bolz Ranch Rd	0.00	49	0	0
2003-023	AVUHSD	N-Res	N of Ave S and W of 70th St East	51.62	23	0	0
2003-024	Palmdale School District	N-Res	S of Ave Q and E of 22nd St East	4.62	3	0	0
2002-025	53855, 54806	Res	Ave P-8 and 20th St West	0.00	36	0	0
2003-026	Kaiser Medical	Com	Ave S and 45th St East	15.16	11	0	0
2003-027	52490	Res	55th St West	0.00	13	0	0
2003-028	37560 Sierra Hwy/ Secure Mini-Storage	Comm	37560 Sierra Hwy	3.95	4	0	0
2003-029	49016-07	Res	Bolz Ranch Rd (golf course)	0.00	18	0	0
2003-030	44893	Res	SE Corner of Ave S and 52nd St East	0.00	52	0	0
2003-031	46036	Res	Fairway Dr and Hook St	0.00	6	0	0
2003-032	PM 26721	Comm	SW Corner of Ave O-8 and 10th St West	6.81	8	0	0
2003-033	48847	Res	SW Corner of Ave S-12 and 37th St East	0.00	34	0	0
2003-034	7672/ 17th St. E. & Ave. Q	Comm	NW Corner of Ave Q and 17th St East	4.48	5	0	0
2003-035	PM 26990/ Amargosa Commons	Comm	SW Corner of Rancho Vista Blvd and 10th St West	17.40	9	0	0
2003-036	Ana Verde School	N-Res	Ave R and Division	15.34	9	0	0
2003-037	45218-01	Res	30th St East and Railroad	0.00	54	0	0
2003-038	53608	Res	NW Corner of Ave S-12 and 30th St East	0.00	26	0	0
2003-039	46710	Res	Ave R-12 and 25th St East	0.00	19	0	0
2003-040	Esperanza School	N-Res	35th St West and Town Center Dr	10.51	5	0	0
2003-041	49016-06	Res	Club Rancho Drive and Champion	0.00	10	0	0
2003-042	46597	Res	SW Corner of Ave S-8 and 40th St East	0.00	30	0	0
2004-043	53869	Res	NE Corner of Ave Q-8 and Tierra Subida	0.00	36	0	0
2003-044	CUP 03-30/ Iglesia de Cristo Miel	N-Res	West side of 17th St East between Aves Q-14 and Q-15	1.05	5	0	0

District	Tract/ Parcel Map	Land Use	General Location	Net Commercial Acreage	Total Light Count	Traffic Signals Hwy Lights	Peripheral Lights
2003-044	CUP 03-30/ Iglesia de Cristo Miel	Comm	1675 E Avenue Q15	3.42	6	0	0
2004-045	Ponderosa School	N-Res	NW Corner of Pearblossom Hwy and 37th St East	12.80	10	0	0
2004-046	53857	Res	NW Corner of Bolz Ranch Rd and Sawgrass Dr	0.00	36	0	0
2004-047	53199	Res	NW Corner of Ave R and 60th St East	0.00	71	0	0
2004-048	60053	Res	NW Corner of Ave R and 40th St East	0.00	48	0	0
2004-049	Fairway BP	Comm	SW Corner of Ave O and Division St	55.18	61	0	0
2004-050	60070	Comm	Sierra Hwy between Ave R-8 and Ave S	7.14	6	0	0
2004-051	Granite Hills School	N-Res	SW Corner of Ave R-8 and 67th St East	9.29	5	0	0
2004-052	54058-01 & 02	Res	SE Corner Ave P-8 and 25th St West	0.00	101	1	0
2004-053	54075	Res	NW Corner Ave N-8 and 55th St West	0.00	11	0	0
2004-054	52489	Res	NE Corner Ave N-8 and 55th St West	0.00	16	0	0
2004-055	54399	Res	NE Corner Ave P-6 and 25th St West	0.00	42	0	0
2004-056	PM 60501	Comm	NE Corner Ave Q-8 and 5th St West	13.65	0	0	0
2004-057	60462	Res	Bolz Ranch Rd and Homeridge Dr	0.00	18	1	12
2004-058	53990	Res	Paradise Dr from Aves M-8 to M-12	0.00	12	0	0
2004-059	54383	Res	25th St East and Turner Dr	0.00	34	0	0
2004-060	52200 01 & 02	Res	W of Ave P-12 and 30th St West	0.00	125	0	0
2004-061	PM 27019	Comm	SE Corner of Ave O-4 and 10th St West	38.64	25	2	0
2004-062	54226	Res	SW Corner of Palmdale Bl and 60th St East	0.00	34	0	0
2004-063	60745	Res	SW Corner of Palmdale Bl and 58th St East	0.00	14	0	0
2004-064	53221	Res	NW Corner of 40th St East 300 feet N of R-6	0.00	36	0	0
2004-065	49147-01	Res	NW Corner of Ave R and 70th St East	0.00	59	0	0
2004-066	49147-02	Res	NW Corner of Ave R and 70th St East	0.00	10	0	0
2004-067	49147-03	Res	NW Corner of Ave R and 70th St East	0.00	22	0	0
2004-068	53067	Res	SW Corner of Palmdale Blvd and 55th St East	0.00	35	0	0
2004-069	60954	Res	SE Corner of Palmdale Blvd and 50th St East	0.00	42	0	13
2004-070	60926	Res	NW Corner of Ave R and 40th St East	0.00	20	0	11
2004-071	53921	Res	Whitecliff Street and Crane Court	0.00	20	0	0
2004-072	46755	Res	NE Corner Ave R-8 and 60th St E	0.00	10	0	0
2004-073	60128	Res	Rockie Lane Ave R-8 to Ave S	0.00	2	0	0
2004-074	060028 01 & 02	Res	SE corner of Ave R and 70th st East	0.00	2	0	0
2004-075	46757	Res	Palmdale Blvd, 65th St East, Ave R	0.00	160	0	0
2004-076	54339	Res	SE Corner of Ave M and 70th St West	0.00	62	0	0
2004-077	53920	Res	Fort Tejon Road N of SP RailRoad (50th East)	0.00	89	0	0
2005-078	National Storage	Com	NW Corner of Palmdale Bl and 35th St East	4.30	3	0	0
2005-079	44543	Res	SE Corner of Russ Place and 55th St East	0.00	22	0	0
2005-080	60588	Res	37th St E and San Antonio Dr	0.00	6	0	0
2005-082	52921	Res	SW Corner of Ave S and 60th St East	0.00	73	0	0
2005-083	61699	Res	Ave S2 and Julian Lane	0.00	15	0	0
2005-084	17042/ P-14 @ 6th Street E	Res	Ave P14 and 6th St East	0.00	8	0	0
2005-085	54301-01	Res	NE Corner of Ave M-8 and 70th St West	0.00	66	0	0
2006-086	60209	Res	70th and M	0.00	41	0	0
2005-087	61770	Res	SE Corner of Avenue S and Hillcrest Drive	0.00	22	0	0
2005-088	PM 23981/ Tommy's Burger	Com	Rancho Vista at Hwy 14	0.42	2	0	0
2005-089	54301	Res	NW Corner of Ave M-8 and 67th St West	0.00	72	0	0
2005-090	Palmdale Hospital	Com	Tierra Subida and Palmdale Blvd	29.66	16	0	0
2005-091	54209	Res	NE Corner of Ave R and 35th St East	0.00	51	0	0
2005-092	CUP 00-01/ Highland Church	Com	NW Corner of Rancho Vista Blvd and 20th St west	9.04	14	0	0
2005-095	60789	Res	SW Corner of Ave S-4 and 40th St East	0.00	7	0	0
2005-096	52029	Res	NW Corner of Pearblossom Hwy and 50th St East	0.00	45	0	0
2005-097	46356	Res	NW Corner of Pealblossom Hwy and 47th St East	0.00	56	0	0
2005-098	46394	Res	South of Rancho Vista between Cricket Lane and Ave O8	0.00	0	0	0
2005-099	46454	Res	SW Corner of 15th St West and Elizabeth Lake Road	0.00	79	0	0

District	Tract/ Parcel Map	Land Use	General Location	Net Commercial Acreage	Total Light Count	Traffic Signals Hwy Lights	Peripheral Lights
2005-100	CUP 03-02/ Tom's #27	Comm	S of Ave R, W of 47th St East	4.03	6	0	0
2005-101	62020	Res	Ave S and Downing Street	0.00	30	0	0
2005-102	49147-04	Res	Aver R, 65th St E to 70th St E	0.00	21	0	0
2005-103	49147-05	Res	Aver R, 65th St E to 70th St E	0.00	20	0	0
2005-104	49147-06	Res	Aver R, 65th St E to 70th St E	0.00	31	0	0
2005-105	62695	Res	Ave N-8 and Entar Drive	0.00	26	0	0
2005-106	52806	Condo	25th and 27th East approx 600 feet south of Palmdale Bl	0.00	24	0	0
2006-107	PM 62432	N-Res	South side of Rancho vista Blvd, West of Delson Drive	4.80	6	0	0
2006-108	SPR 5-04-1/ Vlm 145 Twin Palms Apt.	M-Fam	N of Ave Q4, E of 11th St East	0.00	11	0	0
2006-109	61488	Res	North of Ave R-6, West of 30th St East	0.00	13	0	0
2006-110	61610	Res	south of Palmdale Bl, west of 58th St East	0.00	16	0	0
2006-111	61611/61981	Res	north of Ave S, east of 65th East	0.00	40	0	0
2006-113	CUP 05-10/PM 62693	Comm	NE corner of Rancho Vista Blvd and Fairway Dr	3.64	6	0	0
2006-114	60511	Res	S of Avenue R, E of 40th St E	0.00	19	0	0
2006-115	62068	Res	North of Ave S and East of Rockie Lane	0.00	27	0	0
2006-116	54058-03	Res	SE Corner Ave P-8 and 25th St West	0.00	46	0	0
2006-117	60408	Res	south of Avenue M-12; west of 52nd St West	0.00	35	0	0
2006-119	Desert Willow School	N-Res	South of Ave S-8; east of 60th St East	18.00	16	0	0
2006-120	United Fellowship Church	Church	North of Ave R-12; west of 25th St East	9.87	5	0	0
2006-121	60431	Res	South of Columbia Way; west of 70 St West	0.00	130	0	0
2006-122	62974	Res	South of Ave Q and East of 40th St East	0.00	44	0	0
2006-123	51224	Res	So uth of Spanish Broom Dr between Firethorn Ave & Waltham Pl	0.00	60	0	0
2007-124	51451, & 51451-01	Res	N of Union Pacific rof W of Fort Tejon, E of 47th S E	43.16	94	0	0
2006-125	SPR 10-04-1	Comm	West side of 10th West 150 N. of Ave O8	5.75	9	0	0
2006-126	CUP 05-19	Comm	N Side of Ave S 300 ft wesdt of 47th St East	5.55	2	0	0
2006-127	53342	Res	West of Tilbury Dr and NW or Rancho Vista Blvd	0.00	36	0	0
2006-128	47510	Res	S of Ave R, E of Tackstem St	0.00	4	0	0
2006-129	63008	Res	636' s of Palmdale Bl, E of Chapelle St	0.00	12	0	0
2006-130	62213	Res	N of Ave S-4, W of 42nd Street East	0.00	21	0	0
2006-131	School	N-Res	26Th St E and 29th St E Ave R-10 and Ave R-12	12.52	13	0	0
2006-132	61045	Res	S of Palmdale Blvd West of 52nd Street East	0.00	47	0	0
2006-133	61941	Res		0.00	0	0	0
2006-134	61443	Res	N of Q4, East of 22nd Street East	0.00	9	0	0
2006-135	SPR 12-05-1/ Jonan Property Rancho Vista&12E	Comm	S of Rancho Vista Bl, E of 12th St E	9.57	10	0	0
2006-136	Professional Center	Comm	NW corner 10th St West and Avenue O-8	1.60	3	0	0
2006-137	SPR 4-06-6 Cielo Azul Senior Apts.	M-Fam	N or Avenue R, E of 27th st E	0.00	3	0	0
2006-139	49215	Res	S of Ave S-8, W od 42nd St E	0.00	2	0	0
2006-140	62490/66868	Condo	Corner of Rancho Vista Blvd & Extension of Tilbuty Dr	0.00	27	0	0
2007-141	PM 66322	Comm	N of Avenue R, W of 47th Street E	46.68	31	0	0
2007-143	62371	Res		0.00	0	0	0
2007-144	54058-4	Res	S of Ave P-8, W of 20th St. W	0.00	36	0	0
2007-145	50871	Res	NW Corner, Union Pacific and 60th St E	0.00	57	0	0
2007-146	CUP 05-30/Rite Aide	Comm	E of 47th St E, S of Ave R	4.69	6	0	0
2007-147	60162	Res	east of 60th St E, south of Tr 45705, W of Rockie Lane	0.00	7	0	0
2007-148	SPR 7-06-2	Comm	northeast corner of 30th St East and Ave R	0.00	8	0	0
2007-149	SPR 11-06-2	Comm	south of Palmdale Blvd 300ft E of 5th St E	1.94	4	0	0
2008-150	63412	Res	NE Corner of Ave. R and 60th St East	0.00	25	0	0
2008-151	PM 65044	Comm	NEC of Avenue S and 40th St. East	12.63	10	0	0

District	Tract/ Parcel Map	Land Use	General Location	Net Commercial Acreage	Total Light Count	Traffic Signals Hwy Lights	Peripheral Lights
2008-152	GD 07-66/ Northrop Grumman Federal CU	Comm	41943 Sierra Highway	5.11	4	0	0
2008-153	51451-02	Comm		0.00	0	0	0
2009-154	PM 69766/CUP 07-18	Comm	NEC of Avenue R and 47th St. East	12.54	10	0	0
2019-186	TR. 73740 Homes 4Famlies	Res	SEC of Division Street & Taintor Road	0.00	11	0	0
District No. 4							
2010-155	PM 070794/Gregg Anderson School	Comm/ Sch	Avenue N-8 / Rancho Vista Blvd	18.15	20	0	0
2010-156	18659/ AutoZone	Comm	North of Palmdale Blvd, South of Ave Q-7 & 31ST ST E	0.98	2	0	0
2012-157	7670-All Parts Auto Recycling	Comm	between 8th Street East & Sierra Hwy	18.49	6	0	0
2011-158	Vulcan Materials	Light Ind	along E Ave T, east of 70th St E	160.70	14	0	0
2013-159	David G.Millen Interm School	Comm/ Sch	N side of W Ave P-8, bw 23rd St W & 22nd St W	16.39	16	0	0
2012-160	1st United Methodist Church	Comm/ Chu	NE corner of Rancho Vista Blvd & 25th St W	11.56	10	0	0
2012-161	69008/ Palmdale TOD Apts	M-Fam	N of Ave Q bw 3rd St E & 6th St E	0.00	13	0	0
2012-162	Cruz Thru Carwash	Comm	39315 10th St W	1.32	1	0	0
2013-163	O'Reilly Automotive Stores	Comm	SE corner of E Palmdale Blvd & 12th St E	0.90	3	0	0
2013-164	AV Recycling	Light Ind	along Ave R-5 west of Tierra Subida	184.94	19	0	0
2013-165	66204-ALTA Community	Res	N side of AveR-8 bw 57th St E & Segovia Way	0.00	5	0	0
2013-166	Rancho Vista Market	Comm	3875 W. Rancho Vista Blvd.	9.31	10	0	0
2014-167	Family Dollar	Comm	3157 E Palmdale Blvd	0.97	1	0	0
2014-168	72222--Arco AM/PM	Comm	41155 10th St W	1.94	2	0	0
2015-169	68181	Res	north side of Ave S-4, bw Sylvam St & 45th St E	0.00	3	0	0
2015-170	APN 3008-037-063 (38461 10th St E)/ Congregation of Jehovah's Witnesses	Comm/ Chu	38461 10th St E	2.66	3	0	0
2016-172	APNs 3204-022-901,-903,-908,-909/ AVEK	Light Ind	6500 W Avenue N	21.48	2	0	0
2019-173	APN 3020-004-095/ Aerospace Academy	Comm	3300 East Palmdale Blvd	15.36	14	0	0
2017-174	APNs 3009-024-935,-936 / Courson Arts Colony	MFR	Ave Q-2, bw 9th St E and 10th St E	0.00	1	0	0
2017-175	APNs 3020-001-036 & -037/ Guidance Charter School	Comm	East Avenue R & 40th Street East	30.46	16	0	0
2017-178	portion of APN 3021-030-007/ Tractor Supply	Comm	3747 East Palmdale Blvd	3.83	7	0	0
2017-180	APN 3021-030-036	Comm	3851 E Palmdale Blvd NE corner of E Palmdale Blvd & 40th St	1.72	8	0	0
2019-184	Tract 73401 (APN 3015-011-035)	MFR	SE corner of E Ave Q, north of E Ave Q3, E of Orchird View Pla	0.00	13	0	0
2020-193	Edwards Federal Credit Union	Comm	39963 10th Street West	1.61	1	0	0

District No. 2							
2004-800	Anaverde	Res/ Comm	Avenue S	40.00	0	0	0
2012-801	61895-01	School/ Res	South of Avenue S and Greenbrier Street	10.54	10	0	0
District No. 3							
2006-900	Ritter Ranch	Res/ Comm	Elizabeth Lake Road	57.00	0	0	0
District No. 5							
91616	throughout the City	all types	throughout the City	951.51	14,299	0	0
Totals:				**2,167.87**	**18,592**	**4**	**36**

8. ASSESSMENT ROLL

Assessor's parcel identification, for each lot or parcel subject to the assessment, shall be based on the County Assessor's secured roll data for the applicable year in which this report is prepared and is incorporated herein by reference.

A listing of assessor's parcels subject to the assessments for Fiscal Year 2026/27, along with the assessment amounts, is on file in the office of the City Clerk[15] and incorporated herein by reference. Based on County Assessor's secured roll data, current assessor's parcels, including corrected and/or new assessor's parcels, will be submitted and/or resubmitted to the County Auditor/Controller. The annual assessment amount to be levied and collected for the resubmitted parcel(s) shall be determined in accordance with the method of apportionment and assessment rate approved in this report. Therefore, if a single assessor's parcel has a status change in development, other land use change, or subdivides into multiple assessor's parcels, the charge amounts applied to each of the new assessor's parcels shall be recalculated and applied according to the approved method outlined in the method of apportionment and assessment rate rather than a proportionate share of the original assessment amount.

The following pages summarize the Fiscal Year 2026/27 assessments for the Districts and Annexations.

[15] *A copy may be retained from the City Engineer.*

City of Palmdale
Streetlight Maintenance Assessment Districts and Annexations
Assessment Roll Summary

District / Annexation	Parcel Count [1]	2026/27 EDUs per District	2026/27 Assessment Amount	2026/27 Actual Assessment Rate per EDU	2026/27 Maximum Assessment Rate per EDU
1	10	411.700	$53,414.43	$135.84	$135.84
2	0	0.00	0.00	0.00	0.00
3	104	104.000	14,127.36	135.84	135.84
4	132	132.000	17,930.88	135.84	135.84
5	159	159.000	21,598.56	135.84	135.84
6	156	156.000	21,191.04	135.84	135.84
7	45	45.000	6,112.80	135.84	135.84
8	0	0.00	0.00	0.00	0.00
9	19	19.000	2,580.96	135.84	135.84
10	0	0.00	0.00	0.00	0.00
11	49	49.000	6,656.16	135.84	135.84
12	0	0.00	0.00	0.00	0.00
13	49	164.380	22,329.33	135.84	135.84
14	53	53.000	7,199.52	135.84	135.84
15	161	161.000	21,870.24	135.84	135.84
16	86	188.140	24,354.35	135.84	135.84
17	144	144.000	19,560.96	135.84	135.84
18	72	72.000	9,780.48	135.84	135.84
19	8	8.000	1,086.72	135.84	135.84
20	8	8.000	1,086.72	135.84	135.84
21	70	70.000	9,508.80	135.84	135.84
22	158	158.000	21,462.72	135.84	135.84
23	1	1.000	135.84	135.84	135.84
24	1	1.000	135.84	135.84	135.84
25	72	72.000	9,780.48	135.84	135.84
26	5	5.000	679.20	135.84	135.84
27	21	21.000	2,852.64	135.84	135.84
28	1	1.000	135.84	135.84	135.84
29	49	107.600	14,616.35	135.84	135.84
30	122	122.000	16,572.48	135.84	135.84
31	13	13.000	1,765.92	135.84	135.84
32	3	3.000	407.52	135.84	135.84
33	74	74.000	10,052.16	135.84	135.84
34	1	1.000	135.84	135.84	135.84
35	6	6.000	815.04	135.84	135.84
36	2	2.000	271.68	135.84	135.84
37	92	92.000	12,497.28	135.84	135.84
38	78	78.000	10,595.52	135.84	135.84
39	43	43.000	5,841.42	135.84	135.84
40	1	1.000	135.87	135.84	135.84
41	51	51.000	6,929.37	135.84	135.84
42	64	229.160	31,130.50	135.84	135.84
43	67	67.000	9,101.28	135.84	135.84
44	1	1.000	135.84	135.84	135.84
45	1	1.000	135.84	135.84	135.84
46	64	64.000	8,693.76	135.84	135.84

City of Palmdale
Streetlight Maintenance Assessment Districts and Annexations
Assessment Roll Summary

District / Annexation	Parcel Count [1]	2026/27 EDUs per District	2026/27 Assessment Amount	2026/27 Actual Assessment Rate per EDU	2026/27 Maximum Assessment Rate per EDU
47	153	621.230	84,387.74	135.84	135.84
48	108	321.440	32,168.67	135.84	135.84
49	16	16.000	2,173.44	135.84	135.84
50	1	1.000	135.84	135.84	135.84
51	2	2.000	271.68	135.84	135.84
52	185	239.040	32,470.91	135.84	135.84
53	25	20.000	2,716.75	135.84	135.84
54	21	16.800	2,282.07	135.84	135.84
55	79	125.480	17,045.14	135.84	135.84
56	8	8.000	1,086.72	135.84	135.84
57	41	41.000	5,569.44	135.84	135.84
58	0	0.00	0.00	0.00	0.00
59	62	62.000	8,370.78	135.84	135.84
61	11	11.000	1,437.81	135.84	135.84
62	70	70.000	9,149.70	135.84	135.84
63	32	155.040	21,050.33	135.84	135.84
64	85	100.550	13,658.69	135.84	135.84
65	78	78.000	10,595.52	135.84	135.84
66	34	34.000	4,618.56	135.84	135.84
67	59	59.000	8,014.56	135.84	135.84
68	66	66.000	8,965.44	135.84	135.84
69	78	78.000	10,595.52	135.84	135.84
70	0	0.00	0.00	0.00	136.72
71	38	38.000	5,161.92	135.84	135.84
72	0	0.00	0.00	0.00	136.72
73	38	38.000	5,161.92	135.84	135.84
74	372	819.560	111,328.92	135.84	135.84
75	388	388.000	52,705.92	135.84	135.84
76	83	83.000	11,274.72	135.84	135.84
77	0	0.00	0.00	0.00	0.00
78	1	1.000	135.84	135.84	135.84
79	46	46.000	6,248.64	135.84	135.84
80	15	15.000	2,037.60	135.84	135.84
82	168	170.000	23,092.80	135.84	135.84
83	38	38.000	5,161.92	135.84	135.84
84	40	40.000	5,433.60	135.84	135.84
85	90	90.000	12,225.60	135.84	135.84
86	40	40.000	5,433.60	135.84	135.84
87	33	33.000	4,482.72	135.84	135.84
88	1	1.000	135.84	135.84	135.84
89	90	90.000	12,225.60	135.84	135.84
90	3	3.000	407.52	135.84	135.84
91	93	93.000	12,633.12	130.71	130.71
92	1	1.000	135.84	135.84	135.84
95	16	16.000	2,173.44	135.84	135.84
96	106	76.500	10,391.76	135.84	135.84

City of Palmdale
Streetlight Maintenance Assessment Districts and Annexations
Assessment Roll Summary

District / Annexation	Parcel Count [1]	2026/27 EDUs per District	2026/27 Assessment Amount	2026/27 Actual Assessment Rate per EDU	2026/27 Maximum Assessment Rate per EDU
97	92	117.200	24,953.68	135.84	135.84
99	174	310.280	42,148.39	135.84	135.84
100	2	2.000	271.68	135.84	135.84
101	66	66.000	8,965.44	135.84	135.84
102	60	60.000	8,150.40	135.84	135.84
103	52	52.000	7,063.68	135.84	135.84
104	58	58.000	7,878.72	135.84	135.84
105	42	42.000	5,705.28	135.84	135.84
106	204	309.840	42,088.89	135.84	135.84
107	3	3.000	407.52	135.84	135.84
108	1	1.000	135.84	135.84	135.84
109	1	1.000	135.84	135.84	135.84
110	5	5.000	679.20	135.84	135.84
111	59	59.000	8,014.56	135.84	135.84
113	1	1.000	135.84	135.84	135.84
114	28	28.000	3,803.52	135.84	135.84
115	50	49.500	6,724.08	135.84	135.84
116	111	111.000	15,078.24	135.87	135.87
117	2	2.000	271.68	135.84	135.84
119	0	0.00	0.00	0.00	0.00
120	3	3.000	407.52	135.84	135.84
121	0	0.00	0.00	0.00	136.72
122	62	62.000	8,422.08	135.84	135.84
123	117	179.440	24,375.12	135.84	135.84
124	0	0.00	0.00	0.00	0.00
125	1	1.000	135.84	135.84	135.84
126	2	2.000	271.68	135.84	135.84
127	1	1.000	135.84	135.84	135.84
128	0	0.00	0.00	0.00	136.72
129	41	41.000	5,569.44	135.84	135.84
130	0	0.00	0.00	0.00	0.00
131	0	0.00	0.00	0.00	0.00
132	0	0.00	0.00	0.00	0.00
134	2	2.000	271.68	135.84	135.84
135	1	1.000	135.84	135.84	135.84
136	1	1.000	135.84	135.84	135.84
137	1	1.000	135.84	135.84	135.84
139	8	8.000	1,086.72	135.87	135.87
140	11	11.000	1,494.24	125.02	125.02
141	16	16.000	2,173.44	135.84	135.84
144	93	93.000	12,633.12	135.84	135.84
145	0	0.00	0.00	0.00	0.00
146	3	3.000	407.52	135.84	135.84
147	0	0.00	0.00	0.00	0.00
148	0	0.00	0.00	0.00	0.00
149	1	1.000	135.84	135.84	135.84

City of Palmdale
Streetlight Maintenance Assessment Districts and Annexations
Assessment Roll Summary

District / Annexation	Parcel Count [1]	2026/27 EDUs per District	2026/27 Assessment Amount	2026/27 Actual Assessment Rate per EDU	2026/27 Maximum Assessment Rate per EDU
150	0	0.00	0.00	0.00	0.00
151	0	0.00	0.00	0.00	0.00
152	1	1.000	135.84	135.84	135.84
154	8	8.000	1,086.72	135.84	135.84
186	56	56.000	7,607.04	33.20	33.20
203	1	1.000	135.84	480.62	480.62
TOTAL SLMD #1	**6,671**	**9,174.880**	**$1,239,665.21**		
155	1	73.600	9,997.82	$135.84	$135.84
156	1	5.280	713.43	132.84	132.84
157	0	0.000	0.00	0.00	130.99
158	0	0.000	0.00	0.00	136.01
159	2	28.200	3,810.38	135.12	135.12
160	0	0.000	0.00	0.00	136.72
161	3	43.640	5,900.47	132.94	132.94
162	1	37.720	5,096.72	135.85	135.85
163	1	63.780	8,617.95	135.85	135.85
164	2	128.836	17,408.31	135.12	135.12
165	0	0.000	0.00	0.00	136.01
166	4	177.540	23,612.65	135.12	135.12
167	1	6.960	945.51	135.85	135.85
168	1	38.050	5,169.09	135.12	135.12
169	0	0.000	0.00	0.00	136.62
170	1	38.500	5,230.22	135.85	135.85
172	4	6.760	918.37	135.85	135.85
173	1	1.000	135.86	135.86	135.86
174	2	2.000	271.72	135.85	135.85
175	2	2.000	271.72	132.56	132.56
178	1	1.000	135.86	135.85	135.85
180	1	38.050	5,169.47	135.86	135.86
184	10	226.180	30,314.60	135.86	135.86
193	1	7.560	1,027.02	134.57	134.57
TOTAL SLMD #4	**40**	**926.656**	**$124,747.17**		
800	1,417	1,417.000	188,942.78	$133.34	$133.34
801	2	63.918	8,506.84	133.09	133.09
TOTAL SLMD #2	**1,419**	**1,480.918**	**$197,449.62**		
900	32	32.000	55,784.96	$1,743.28	$1,743.28
TOTAL SLMD #3	**32**	**32.000**	**$55,784.96**		
91616	31,614	34,958.000	3,554,877.68	$101.69	$101.69
TOTAL SLMD #5	**31,614**	**34,958.000**	**$3,554,877.68**		
TOTAL ALL SLMDs	**39,776**	**46,572.454**	**$5,172,524.64**		

City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
ENGINEERING DIVISION

DISTRICT: **ALL**

SUBJECT: **ADOPT RESOLUTION NO. CC 2026-012, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE UPDATING THE SEWER COLLECTION SERVICE CHARGE AND ORDERING THE CONTINUATION OF THE CHARGE FOR THE OPERATION AND MAINTENANCE OF THE PALMDALE SEWER COLLECTION SYSTEM FOR FISCAL YEAR 2026-27**

RECOMMENDATION

Staff recommend that the City Council:

1. Hold the public hearing to accept public testimony;

2. Adopt Resolution No. CC 2026-012, a Resolution of the City Council of the City of Palmdale updating the sewer collection service charge and ordering the continuation of the charge for the operation and maintenance of the Palmdale sewer collection system for Fiscal Year 2026-27; and,

3. Authorize the Mayor to execute Resolution No. CC 2026-012, ordering continuation of the sewer collection service charge for the Fiscal Year 2026-27.

BACKGROUND

In July 2009, the City took over maintenance and operation of the sewer collection system from the Consolidated Sewer Maintenance District (CSMD) of Los Angeles County. At that time, the City withdrew from CSMD and became responsible for the maintenance, operation, repair, rehabilitation, and replacement of the sewer collection system within the City boundary. The City-owned collection facilities convey wastewater to trunk sewers and treatment facilities owned by Sanitation Districts #14 and #20 of Los Angeles County.

To fund the operation and maintenance of the sewer collection system, the City initiated notification and protest proceedings as specified in Section 53750 of the California State Government Code and Article XIII D of the California State Constitution.

On June 18, 2008, the City Council held a public hearing regarding the sewer system funding. A majority of property owners did not present written protests, and therefore, the City Council passed Resolution No. CC 2008-082, which adopted the Fee. Additionally, on June 18, 2008, the City Council adopted Ordinance 1353, adopting Chapter 13.05 of the Palmdale Municipal Code establishing a sewer collection service charge. On April 1, 2009, the City Council adopted Ordinance 1361 amending Section 13.05.130 of Chapter 13.05 of the Palmdale Municipal Code.

In 2020, the City initiated a rate study to review the sewer collection service charges. The “Sewer Service Charge Analysis, Five-Year Rate Proposal” (the “Rate Study”) was completed by Bartle Wells Associates in April 2020. The Rate Study determined that the City currently receives sufficient revenues from the Fee to provide its sewer collection services, sewer-related repairs, and capital projects. The analysis further states that the sewer enterprise fund is in good financial condition, and the Fee should continue to be applied unchanged at the rate of $103.63 per sewage unit for five years, from Fiscal Year 2020-21 to Fiscal Year 2024-25. The City plans to continue assessing the same charge of $103.63 per sewage unit for Fiscal Year 2026-27.

DISCUSSION

The City worked with NBS to prepare the Fiscal Year 2026-27 Sewer Collection Service Charge Report, dated June 2026, which contains the methodology for determining the Fee and assigning it to each parcel, estimates the cost of operations and maintenance of the sewer collection system, and lists the Fee rate.

The City Council will hold a public hearing regarding the approval of the Fiscal Year 2026-27 Sewer Collection Service Charge Report dated June 2026 and the ordering of the levy for Fiscal Year 2026-27. Following the public hearing, the City Council will consider adoption of Resolution No. CC 2026-012, ordering the continuation of the charge for the operation and maintenance of the City’s sewer collection system and the continuation of the levy and collection of the Fee on the Los Angeles County tax rolls.

The public hearing and consideration of Resolution No. CC 2026-012 constitute the final step in the annual levy process. Adoption of the resolution approves the Fiscal Year 2026-27 Sewer Collection Service Charge Report dated June 2026, orders the continuation of the Sewer Collection Service Charge, and authorizes the levy and collection of the charge on the Los Angeles County tax rolls.

FISCAL IMPACT

$5,602,185.80; Revenue from the proposed total Fee for Fiscal Year 2026-27 is $5,602,185.80. Approval of the Fee would generate revenues to fund the maintenance and operation of the City-owned and operated sewer collection system for Fiscal Year 2026-27.

STRATEGIC PLAN

Goal II: Ensure long-term fiscal health of the City and maintain funding for services.

A. Manage resources, costs, and liabilities to ensure the City's long-term fiscal health.

B. Establish healthy reserves for ongoing replacement and repair of capital assets while stabilizing annual spending.

Prepared by:	Leonardo Torres, P.E. Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Reso. No. CC 2026-012
Rpt Fiscal Year 2026-27 Sewer Collection Service Charge Report

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2026-012

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE UPDATING THE SEWER COLLECTION SERVICE CHARGE AND ORDERING THE CONTINUATION OF THE CHARGE FOR THE OPERATION AND MAINTENANCE OF THE PALMDALE SEWER COLLECTION SYSTEM FOR FISCAL YEAR 2026-27

WHEREAS, the City of Palmdale owns the local sewer system and requires sufficient fees and charges to fund the operation, maintenance, and replacement of the sanitary sewer system; and

WHEREAS, on June 18, 2008, the City Council adopted Resolution No. CC 2008-082 approving the Sewer Fee Report for the Palmdale Sewer System Analysis, dated April 2008, to establish a Sewer Collection Service Charge to fund the collection, operation, and maintenance of the Palmdale Sewer Collection System; and

WHEREAS, on June 18, 2008, the City Council adopted Ordinance 1353 adopting Chapter 13.05 of the Palmdale Municipal Code establishing a Sewer Collection Service Charge on all properties within the corporate limits of the City of Palmdale; and

WHEREAS, on April 1, 2009, the City Council adopted Ordinance 1361, amending Section 13.05.130 of Chapter 13.05 of the Palmdale Municipal Code relative to sewer collection service charges and clarifying certain sewage units in Section 13.05.130, Table A, to correct some errors in the number of sewage units for designated land uses; and

WHEREAS, in April 2020, the City prepared a Sewer Rate Study to review the Sewer Collection Service Charge, which determined that the sewer service charge rate of $103.63 per sewer unit, applied since Fiscal Year 2010-11, provides sufficient revenue to fund the operations and maintenance of the sewer collection system and sewer related repairs and expansion as required, and therefore determined the sewer service charge rate should continue to be applied unchanged for the next five years, from Fiscal Year 2020-21 to Fiscal Year 2024-25; and

WHEREAS, City staff have determined that the existing sewer service charge rate of $103.63 provides sufficient revenue to fund the operation and maintenance of the sewer collection system unchanged for Fiscal Year 2026-27; and

WHEREAS, City staff will submit an annual report each fiscal year determining the actual amount of sewer service charges to be levied and shall submit such annual report to the City Council for approval. After which, the sewer service charges may be levied and collected in the manner as set forth in Ordinance No. 1353, and Ordinance No. 1361; and

WHEREAS, on July 7, 2026, at the hour of 5:00 p.m. at the City Council Chambers located at 38300 Sierra Highway, Suite C, Palmdale, California, a public hearing was conducted by this City Council on the question of the levy of the proposed sewer service charge, notice of which hearing was given as required by law; and

WHEREAS, at the appointed time and place the hearing was duly and regularly held, and all persons interested and desiring to be heard were given an opportunity to be heard, and all matters and things pertaining to the continuation of the levy were fully heard and considered by this City Council, and all oral statements and all written protests or communications were duly heard, considered and overruled, and this City Council thereby acquired jurisdiction to order the levy and the confirmation of the sewer service charge prepared by and made a part of the Fiscal Year 2026-27 Sewer Collection Service Charge Report dated June 2026.

NOW THEREFORE, BE IT RESOLVED, THE CITY COUNCIL OF THE CITY OF PALMDALE DOES HEREBY FIND, DETERMINE, RESOLVE, AND ORDER AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct.

SECTION 2. The City Council of the City of Palmdale hereby finds that the public health, safety, interest, and convenience require the continued maintenance and operation of the Palmdale Sewer System improvements within the City of Palmdale's boundaries.

SECTION 3. The sewer service charges as set forth in the Fiscal Year 2026-27 Sewer Collection Service Charge Report dated June 2026, or as modified, are hereby approved, confirmed, and adopted by the City Council.

SECTION 4. The sewer service charge rates shown in Ordinance No. 1353 for Fiscal Years 2008-09, 2009-10, and 2010-11 are the sewer service charge rates allowed for these years, and the sewer charge applied for Fiscal Year 2026-27 is the same as the sewer service charge rate approved since Fiscal Year 2010-11, as justified by the Fiscal Year 2026-27 Sewer Collection Service Charge Report dated June 2026.

SECTION 5. The adoption of this Resolution constitutes the continuation of the levy of the sewer service charge rate of $103.63 per sewage unit for benefiting parcels for the operation and maintenance of the Palmdale Sewer Collection System for the Fiscal Year commencing July 1, 2026, and ending June 30, 2027.

SECTION 6. The amount of sewer service charges to be assessed for the expenses of the maintenance, operation, and service, as described in the Fiscal Year 2026-27 Sewer Collection Service Charge Report dated June 2026, Ordinance No. 1353, and Ordinance No. 1361, shall be collected at the same time and in the same manner as Los Angeles County taxes are collected. After collection by the County, the net amount of the Sewer service charge, after deduction of any compensation due the County for collection, shall be disbursed and expended for the maintenance, operation, and service of the Palmdale

Sewer Collection System, all as described in the annual Fiscal Year 2026-27 Sewer Collection Service Charge Report and in Ordinance No. 1353.

SECTION 7. The City Clerk shall certify the adoption of this Resolution and shall file a certified copy with the Los Angeles County Auditor.

PASSED, APPROVED and **ADOPTED** this 7th day of July, 2026.

_____
Eric Ohlsen, Mayor

APPROVED AS TO FORM:

_____
Alexandra Severino, City Attorney

ATTEST:

_____
Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 7th day of July, 2026, by the following roll call vote:

AYES: _____

NOES: _____

ABSTAIN: _____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

CITY OF PALMDALE

Fiscal Year 2026/27 Sewer Fee Report For:

Sewer Collection Service Charge

June 2026

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1. INTRODUCTION

1.1 Background

In July 2009, the City of Palmdale (the "City") took over the maintenance and operation of the sewer collection system from the Consolidated Sewer Maintenance District (CSMD) of Los Angeles County. At that time, the City withdrew from the CSMD and became responsible for the maintenance, operation, repair, rehabilitation, and replacement of the sewer collection system within the City's boundary. The City-owned collection facilities convey wastewater to trunk sewers and treatment facilities owned by Sanitation Districts #14 and #20 of Los Angeles County.

In order to fund the operation and maintenance of the sewer collection system, the City initiated notification and protest proceedings as specified in Section 53750 of the California State Government Code and Article XIII D of the California State Constitution. Notices were mailed to property owners in areas currently served by the municipal sewer system or likely to be served by the municipal sewer system in the future. The notice explained the reason for the proposed Sewer Collection Service Charge (the "Fee"), the method by which the Fee is calculated, and the rates for Fiscal Years 2008/09, 2009/10, and 2010/11. The notice also included the time, date, and place of a public hearing for the Fee, and instructions that property owners could file written protests against implementation of the Fee. The notice specified that if a majority of property owners filed written protests, the Fee would not be charged.

On June 18, 2008, the City held the public hearing. A majority of property owners did not present written protests, and therefore the City passed Resolution CC 2008-082 which adopted the Fee.

In 2020, the City ordered a rate study to evaluate the sewer collection service charges for the next five fiscal years. The "Sewer Service Charge Analysis, Five Year Rate Proposal" (the "Rate Study") was completed by Bartle Wells Associates in April 2020. The Rate Study shows that the City currently receives enough revenues from the Fee to provide its sewer collection services, sewer related repairs, and capital projects. The Rate Study analysis further states that the sewer enterprise is in good financial condition, and an increased rate above the current rate of $103.63 per sewage unit is not anticipated for five years.

The City plans to continue assessing the same charge of $103.63 per sewage unit.

The Fee funds only the maintenance and operation of the sewer collection system within the City and does not fund the maintenance and operation of either the trunk sewers or wastewater treatment facilities.

1.2 Process for Annual Fee

The resolution adopting the Fee specified that a written report shall be filed annually with the City Clerk, which contains a description of each parcel of real property receiving the Fee and the amount of the charge for each parcel for the year, computed as described by the resolution.

The City Clerk shall give notice of the filing of the written report, and of the time and place of the public hearing thereon. The City Council shall hear and consider all objections or protests, if any. Upon conclusion of the hearing, the City Council may adopt, revise, change, reduce or modify any charge or overrule any or all objections and shall make its determination upon each charge as described in said report. The City plans to continue assessing the same charge of $103.63 per sewage unit.

The Fee is collected at the same time and in the same manner as County taxes. The Fee roll is submitted each year to the Los Angeles County Auditor in August for inclusion on the Los Angeles County property tax bill.

1.3 Legislative Context

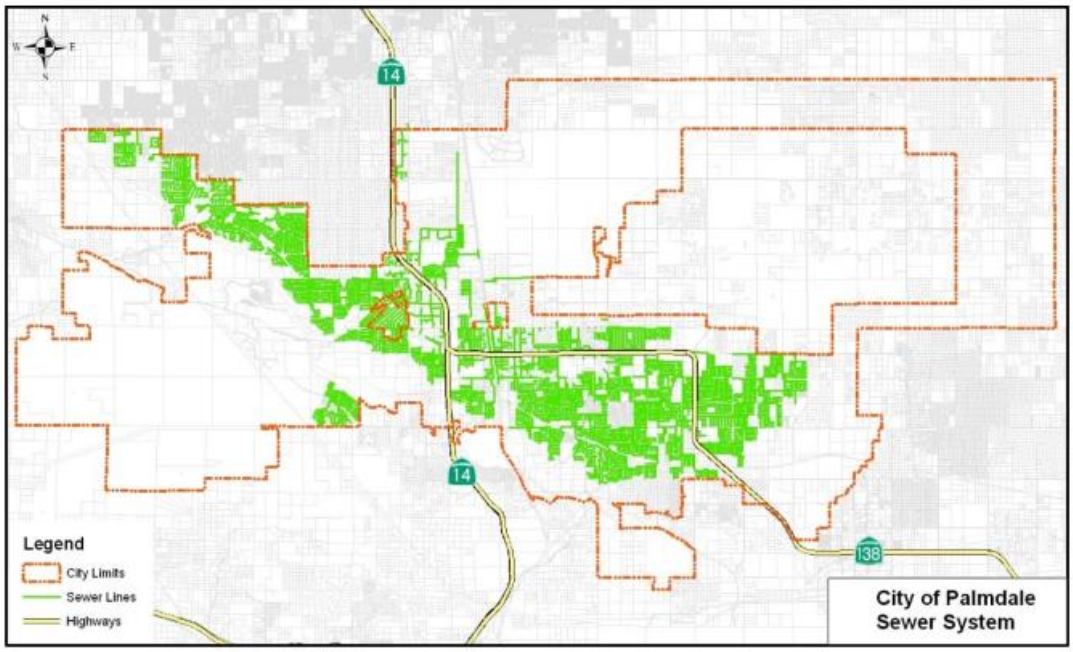
In 1996, California Voters adopted Proposition 218, the “Right to Vote on Taxes Act” which added Articles XIII C and XIII D to the California Constitution. Article XIII D, Section 6, specifically describes property related fees.

Proposition 218 provides for property-related fees to be levied to fund the cost of providing services, including sewer service, to property. Proposition 218 describes a number of important requirements, including property-owner notification and public hearings, for the imposition, increase, and extension of fees, and these requirements are satisfied by the process used to establish this Fee.

2. PLANS AND SPECIFICATIONS

The City owns approximately 400 miles of sewer mains and two pump stations. Effective July 1, 2009, the pump stations are operated and maintained by CSMD under an agreement with the City.

Sewer System Overview



2.1 Parcel Inventory

An inventory of parcels served by City sewers was obtained from CSMD in early 2008. This inventory was updated using GIS parcel and sewer main data, sewer connection permits, and aerial photographs to accurately identify parcels receiving sewer service from the City. In addition, property owners who contacted the City after receiving notice of the proposed Fee and provided evidence that the property was served by a septic system were removed from the inventory. Parcels with direct connections to trunk sewers maintained by the Los Angeles County Sanitation District ("CSD") were also removed from the inventory. As of May 2026, the inventory shows 40,055 parcels are served by City sewers. A land use breakdown of the parcels is shown in the following table, Parcels by Property Type.

Table 1. Parcel by Property Type

Property Type	Parcels
Residential	38,783
Multi-Family Residential	292
Commercial or Industrial	833
Other(1)	147
Total:	**40,055**

(1) Includes Golf Course, Government, Institutional, Parking/Storage and Vacant property types.

2.2 Property Classification

The initial property classifications for the Fee were set forth in an Engineer's Report prepared by Bartle Wells Associates dated April 2008 and subsequently updated by Palmdale City Ordinance 1361 enacted on April 1, 2009. The classifications are based on property type and land use and designate a "sewage unit" value for each property type. The April 2008 report found that there was a "reasonable relationship" between the number of sewage units assigned to each property type and the relative sewage flow from these property types but suggested that the City may wish to perform a more detailed rate study to examine and confirm these relationships.

The property classifications and sewage units contained in Palmdale City Ordinance 1361 will be used for calculation of the Fiscal Year 2026/27 Fee, and are shown in the following table, Sewage Units by Property Type.

Table 2. Sewage Units by Property Type[1]

Land Use	Number of Sewage Units
Residential	
Single Residential Unit – Condominium	1.00
Planned Unit Development (PUD)	1.00
Single Residential Unit	1.00
Single Residential Unit with Pool	1.00
Single Residential Unit Pool and Miscellaneous	1.00
Single Residential Unit with Spa	1.00
Single Residential Unit with Guesthouse	1.00
Other Improvements Only	1.00
Double, Duplex or Two Units	2.00
Double, Duplex or Two Units with Pool	2.00
Three Units (Any Combo)	3.00
Three Units (Any Combo) with Pool	3.00
Four Units (Any Combo)	4.00
Four Units with Pool	4.00
Five or More Apartments per Individual Residential Unit	1.00
Five or More Apartments per Individual Residential Unit with Pool	1.00
Manufactured Homes	
Manufactured Homes	1.00
Rooming/Boarding House	
Rooming/Boarding House	3.00
Manufactured Home Parks	1.00
Manufactured Home Parks with Pool	1.00
Mobile Home Park	1.00
Commercial	
Commercial – General	1.00
Vacant Parcel That Has Improvement Value Due to Existing Nonstructural Other Improvements	2.00
Stores	
Stores	1.00
Stores Combination	
Store and Office Combo	2.00
Store and Residential Combo with Lift	2.00
Store and Residential Combo	2.00
Department Store	

Land Use	Number of Sewage Units
Department Store	5.00
Discount Department Store	5.00
Building Supplies	5.00
Retail-Warehouse Combo	5.00
Department Store/Warehouse	5.00
Supermarket	
Supermarket	5.00
Supermarket (1,199 Square Feet through 6,000 Square Feet)	5.00
Shopping Center (Neighborhood)	
Shopping Center	10.00
Shopping Center with Lift	10.00
Shopping Center (Regional)	
Shopping Center	30.00
Office and Government Building	
Office and Government Building	5.00
Office and Residential (2-story)	5.00
Office Building (Loft Type Building)	3.00
Office and Residential	2.00
Hotel and Motel	
Hotel and Motel (Under 50 Rooms)	25.00
Hotel (50 Rooms and Over)	40.00
Motel (50 Rooms and Over)	40.00
Motel (50 Rooms and Over with Pool)	40.00
Professional Buildings	
Professional Building	5.00
Medical Dental Building	5.00
Medical Dental Building (2-story)	5.00
Veterinary Clinic	5.00
Restaurant, Cocktail Lounge	
Restaurant, Cocktail Lounge	5.00
Fast Food – Walk Up	2.00
Wholesale and Manufacturing Outlet	
Wholesale and Manufacturing Outlet	2.00
Bank, Savings and Loan	
Bank, Savings and Loan	1.00
Service Shop	
Service Shop	2.00
Service Station	
No Additional Services	1.00
Service Station with Lift	1.00
Convenience Store	2.00
Self-Service with Lift	1.00
Self-Service Station	1.00
Self-Service with No Additional Services	1.00
With Carwash, with Lift	5.00
With Carwash, with No Additional Services	5.00
Auto, Recreational Equipment, Construction Equipment Sales and Service	
Auto, Recreational Equipment, Construction Equipment Sales and Service	1.00
Auto Body Repair Shop	1.00
Used Car Sales	1.00
New Car Sales and Service	3.00

Land Use	Number of Sewage Units
Car Wash Only	5.00
Car Wash Only, Self-Service Type	5.00
Auto Service Centers (No Gasoline)	1.00
Parking Lot (Commercial Use Property)	
Parking Lot with Lift	0.50
Parking Lot	0.50
Lots – Commercial Parking	0.50
Parking Lot Commercial	0.50
Nursery or Greenhouse	
Nursery or Greenhouse	1.00
Vacant Land	
Vacant Parcel That Has Improvement Value Due to Existing Nonstructural Other Improvements	2.00
Industrial	
Miscellaneous Industrial	2.00
Light Manufacturing	
Light Manufacturing with Lift	5.00
Light Manufacturing	5.00
Industrial Heavy Manufacturing	100.00
Warehousing Distribution Storage	
Warehousing Distribution Storage Under 10,000 Square Feet	2.00
Warehousing Distribution Storage – 10,000 to 24,999 Square Feet	2.00
Warehousing Distribution Storage – 25,000 to 50,000 Square Feet	2.00
Warehousing Distribution Storage Over 50,000 Square Feet	2.00
Public Storage – Mini Warehouse	2.00
Food Processing Plant	
With Wireless Communication Tower	200.00
Motion Picture, Radio, TV	
General Motion Picture, Radio, TV	1.00
Lumber Yard	
Lumber Yard	1.00
Mineral Processing	
Mineral Processing General	2.00
Mineral Processing Cement/Gravel	2.00
Parking Lots – Industrial Use Open Storage	0.50
Vacant Parcel That Has Improvement Value Due to Existing Nonstructural Other Improvements	1.00
Open Storage	1.00
Irrigated Farms	
Private Rural Pumping Plant	0.50
Irrigated Farm – Field Crops	0.50
Irrigated Farm – Fruit and Nuts	0.50
Irrigated Farm – Feed Lots	0.50
Dry Farm	
Dry Farm – Fruit and Nuts	0.50
Dry Farm – Pasture	0.50
Dry Farm – Field Crops	0.50
Recreational	
Theatre	2.00
Bowling Alleys	
Bowling Alley	5.00

Land Use	Number of Sewage Units
Clubs, Lodge Halls, Fraternal Organizations	
Clubs, Lodge Halls, Fraternal Organizations	2.00
Athletic and Amusement Facilities	
Athletic and Amusement Facilities	10.00
Commercial Swimming Pools, School	5.00
Athletic and Amusement Facilities – Gyms	2.00
Athletic and Amusement Facilities – Tennis	2.00
Golf Courses	3.00
Church	
Church	2.00
Church Parking Lot	0.50
School	
School	5.00
Hospital	
Hospital	100.00
Convalescent Hospital, Nursing Home	50.00
Homes for Aged and Others	
Homes for Aged and Others	10.00
Cemetery, Mausoleum, Mortuary	
Cemetery, Mausoleum, Mortuary	1.00
Cemetery, Mausoleum	1.00
Miscellaneous	
State Assessed Property Utility, Commercial and Mutual: Pumping Plant	5.00

(1) Source: Palmdale Municipal Code 13.05.130 Table A – Sewage Units for designated land uses.

3. ESTIMATE OF COSTS

Revenue from the collection of the Fee will fund expenses incurred by the City related to the operation and maintenance of its sewer collection system. These expenses include costs for labor, engineering and support staff time, staff and operating facilities, materials, equipment, operation, and maintenance of the sewer collection system. The City must also generate revenue to perform repairs, rehabilitation, and replacement of aging sewer mains. Capital expenditures are included in the estimated costs.

An initial five-year estimate of expenses required to operate and maintain the City sewer collection system was developed by City staff. These expenses include salaries and benefits for City staff that will be performing the maintenance and operational activities, professional engineering consulting services, and equipment purchases.

As previously mentioned, Bartle Wells Associates prepared a Rate Study in April 2020 to review the City revenues and expenses, in order to evaluate if the current Fee rate of $103.63 per sewage unit is adequate or if it should be increased. The Rate Study shows that the City currently receives enough funding from the annual Fee to provide its operation and maintenance of the sewer collection system, and to perform sewer related repairs and expansion as needed. It was also anticipated that the current sewage unit charge of $103.63 will be sufficient for the following five years. The City plans to continue assessing the same charge of $103.63 per sewage unit.

3.1 Estimated Costs and Revenue Required

The estimated cost of providing sewer collection services for Fiscal Year 2026/27, as prepared by City staff, and total estimated revenues, are shown in the following table, Summary of Estimated Costs and Revenues for Fiscal Year 2026/27.

Table 3. Summary of Estimated Costs and Revenues for Fiscal Year 2026/27

Description	Proposed FY 2026/27 Costs[1]
Revenues	
Sewer Service Charges	$5,602,185.80
Other Revenues	
Development Fees	$804,210.00
Sewer Service Charges – Late Payments Fees and Delinquencies	20,400.00
Licenses & Permits	113,600.00
Finance - Pooled Cash	87,000.00
Subtotal – Other Revenues	*$1,025,210.00*
Total Revenues	**$6,627,395.80**
Expenses	
Operation and Maintenance Costs	
Personnel	$1,939,050.00
Training and Meetings	39,000.00
Operating Expenses	2,476,330.00
Capital Outlay	0.00
Total Expenses	**$4,454,380.00**
Capital Projects	
Ongoing/Carryforwards	$9,001,440.00
New	1,364,800.00
Total Capital Projects	**$10,366,240.00**
Reserves	
Capital Assets Replacement Fund (CARF) Additions[2]	$1,325,479.16
Operating Reserve (Total Exp * 3/12)[3]	1,113,595.00
Total Reserves	**$2,439,074.16**

(1) Per updated budget provided by City Staff in May 2026.

(2) The Capital Assets Replacement Fund (CARF) is a reserve fund to be used for emergencies, replacement of aging facilities such as pipe replacement, lift stations, manholes, equipment, facilities, future expansion, and other miscellaneous items required for the operation of the sanitary sewer collection system. The purpose of CARF is to be available at all times for any unforeseen emergencies, repairs and/or infrastructure upsizing. The fund is automatically replenished to remain available for future emergencies as part of the responsible maintenance of the sewer system.

(3) The Operating Reserve is a three-month reserve fund needed to operate the sanitary sewer collection system. This is a revolving balance that is always available and replenished as used.

Based on the estimated costs and revenues, as detailed in the table above, the allocation of the costs per sewage unit is shown in the following table, Budget Allocation to Property for Fiscal Year 2026/27.

Table 4. Budget Allocation to Property for Fiscal Year 2026/27

Description	Proposed FY 2026/27 Costs[1]
Budget Allocation to Property	
Expenses	$4,454,380.00
Contribution from Reserves (Expenses minus Revenues)	2,173,015.80
Other Revenues	(1,025,210.00)
Total	**$5,602,185.80**
Sewer Collection Fee	
Sewage Units	54,059.50
Cost Per Sewage Unit	$103.63
Total Budget[2]	**$5,602,185.80**

(1) Per updated budget provided by City Staff in May 2026.
(2) Includes rounding.

4. METHOD AND RATE OF CALCULATION

Determination of the Fee for each parcel served by the City sewer system is a two-part process:

- First, each parcel is assigned the appropriate number of sewage units based on the property type and land use of the parcel. The sewage units are listed in Table 2. Sewage Units by Property Type and correspond to the quantity of wastewater that a parcel discharges to the sewer collection system. One sewage unit is a benchmark value representing the quantity of wastewater discharged by a typical single-family residence. Since the Fee funds the maintenance and operation of the sewer collection system, the quantity of wastewater is of primary interest while the quality of wastewater has little or no effect on system operation. Therefore, the Fee is apportioned based on the quantity of wastewater conveyed from a parcel.
- The next step is to determine the total revenue required and the number of sewage units for parcels served by the City's sewer collection system. The total revenue required is $5,602,185.80 as shown in Table 4. Budget Allocation to Property for Fiscal Year 2026/27. There are currently 54,059.50 sewage units within the area served by the City sewer collection system. Therefore, the Fee for Fiscal Year 2026/27 is $103.63 per sewage unit.

This rate of $103.63 per sewage unit remains unchanged and is the same rate used since Fiscal Year 2010/11, as it was specified in the notice mailed to property owners in 2008, as well as the April 2008 Engineer's Report referenced in Resolution No. CC 2008-082 of the Palmdale City Council, dated June 18, 2008. Furthermore, the rate per sewage unit is also supported by the Bartle Wells Associates Rate Study dated April 2020.

This Fee represents the proportional cost of service attributable to each parcel as specified in Article XIII D, Section 6(b)(3) of the California State Constitution which specifies that:

> *The amount of a fee or charge imposed upon any parcel or person as an incident of property ownership shall not exceed the proportional cost of the service attributable to the parcel.*

Fees for sewer collection are "property-related fees and charges" as described in Article XIII D of the California State Constitution.

5. SEWER FEE PARCEL LISTING

The parcel listing is a listing of the Fee apportioned to each lot or parcel, as shown on the last equalized roll of the County Assessor. The parcel listing for Fiscal Year 2026/27 is on file with the City Engineer and is incorporated by reference herein and made part of this Report.

The following table summarizes the Fiscal Year 2026/27 Sewer Fee:

Table 5. Fiscal Year 2026/27 Sewer Fee

Description	Parcels	Sewage Units	FY 2026/27 Fee Per Sewage Unit	FY 2026/27 Fee Amount (1)
Sewer Collection Service Charge	40,055	54,059.50	$103.63	$5,602,185.80

(1) Includes rounding.

City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
ENGINEERING DIVISION

DISTRICT: **1, 2**

SUBJECT: **ADOPT RESOLUTION NO. CC 2026-010, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE APPROVING THE ENGINEER'S REPORT AND THE CONTINUATION OF THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2026-27 FOR THE CITY OF PALMDALE DRAINAGE BENEFIT ASSESSMENT DISTRICTS NO. 1 AND NO. 2006-02**

RECOMMENDATION

Staff recommend that the City Council:

1. Hold a public hearing to accept public testimony;

2. Approve the annual Engineer's Report;

3. Adopt Resolution No. CC 2026-010, a Resolution of the City Council of the City of Palmdale approving the Engineer's Report and the continuation of the levy and collection of assessments for Fiscal Year 2026-27 for the City of Palmdale Drainage Benefit Assessment Districts No. 1 and No. 2006-02;

4. Authorize the Mayor to execute Resolution No. CC 2026-010, a Resolution of the City Council of the City of Palmdale approving the Engineer's Report and the continuation of the levy and collection of assessments for Fiscal Year 2026-27 for the City of Palmdale Drainage Benefit Assessment Districts No. 1 and No. 2006-02; and,

5. Order the Engineer of Work to file the assessment with the Los Angeles County Auditor for the City of Palmdale Drainage Benefit Assessment Districts No. 1 and No. 2006-02.

BACKGROUND

The Anaverde and Ritter Ranch developments required the formation of a Drainage Benefit Assessment District (DBAD) as a condition of approval to fund the maintenance of the developments' drainage facilities. As a result, the formation of the Anaverde DBAD No. 1 was approved by the property owners on May 12, 2004, and the Ritter Ranch DBAD No. 2006-02 was approved by the property owners on January 3, 2007, respectively, pursuant to mailed ballot elections conducted in accordance with Article XIIID of the California Constitution.

The purpose of the DBAD is to fund the installation, construction, or maintenance of any authorized improvements under the Benefit Assessment Act of 1982 (California Government Code Section 54703 et seq.), including, but not limited to, drainage improvements and any facilities which are appurtenant to any of the aforementioned or which are necessary or convenient for the maintenance or servicing thereof.

DISCUSSION

On April 7, 2026, the City Council took the first step toward continuing the assessment of the levies for Fiscal Year 2026-27 by adopting Resolution No. CC 2026-006, which directed NBS, as the Engineer of Work, to prepare the annual Engineer's Report for DBAD No. 1 and No. 2006-02 for Fiscal Year 2026-27.

On June 2, 2026, the City Council took the second step in the process by adopting Resolution No. CC 2026-008, which provided the intention to continue the assessments for Fiscal Year 2026-27, preliminarily approved the Engineer's Report prepared by NBS, and established the date, time, and place of a public hearing to receive testimony regarding the continued assessments to be placed on the Los Angeles County tax rolls.

The third and final step is the City Council's consideration of the final approval of the Engineer's Report and the ordering of the levies for Fiscal Year 2026-27, following a public hearing. Adoption of Resolution No. CC 2026-010 approves the Engineer's Report for Fiscal Year 2026-27 for the DBAD No. 1 and No. 2006-02, and the continuation of the levy and collection of assessments by placing them on the Los Angeles County tax rolls.

The Engineer's Report contains information required by the Benefit Assessment Act of 1982 and Article XIIIC and XIIID of the California Constitution (Proposition 218), determining the special benefit to property owners within the DBAD No. 1 and No. 2006-02, identifying the methodology for assigning assessments to each parcel, and estimating the cost for improvements. The Engineer's Report establishes the important foundation and justification for continuing the assessments for Fiscal Year 2026-27.

FISCAL IMPACT

$135,097.83; Revenues to both Districts will total $135,097.83 (DBAD No. 1, $58,337.89; DBAD No 2006-02, $76,759.94), and is based on the annual Consumer Price Index (CPI), CPI increase of 2.93. The annual Engineer's Report presents the proposed assessments for DBAD Nos. 1 and 2006-02 for Fiscal Year 2026-27 and is attached.

STRATEGIC PLAN

Goal II: Ensure long-term fiscal health of the City and maintain funding for services.

A. Manage resources, costs, and liabilities to ensure the City's long-term fiscal health.

B. Establish healthy reserves for ongoing replacement and repair of capital assets while stabilizing annual spending.

Prepared by:	Leonardo Torres, P.E. Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Reso. No. CC 2026-010
Rpt Fiscal Year 2026/27 Engineer's Report: Drainage Benefit Assessment Districts

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2026-010

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE APPROVING THE ENGINEER'S REPORT AND THE CONTINUATION OF THE LEVY AND COLLECTION OF ASSESSMENTS FOR FISCAL YEAR 2026-27 FOR THE CITY OF PALMDALE DRAINAGE BENEFIT ASSESSMENT DISTRICTS NO. 1 AND NO. 2006-02

WHEREAS, on April 7, 2026, the City Council of the City of Palmdale adopted Resolution No. CC 2026-006, whereby the City Council proposed the continuation of the City of Palmdale Drainage Benefit Assessment Districts No. 1 and No. 2006-02 (the "Districts") and designated NBS as the Engineer of Work for the purposes of these proceedings (the "Engineer of Work") and ordered the Engineer of Work to prepare an Engineer's Report (the "Report") pursuant to the "Benefit Assessment Act of 1982" (the "Act"), being Chapter 6.4 of Part 1 of Division 2 of Title 5 of the Government Code of the State of California (commencing with Section 54703 thereof);

WHEREAS, on June 2, 2026, the City Council of the City of Palmdale adopted Resolution No. CC 2026-008 declaring its intention to continue assessments, preliminarily approving the Annual Engineers Report, and set the time and place of the Public Hearing in accordance with the Act and Article XIIID of the California Constitution;

WHEREAS, the Report was duly made and filed with the City Clerk, and duly considered by this City Council and found to be sufficient in every particular, whereupon it was determined that the Report should stand as presented for all subsequent proceedings under and pursuant to the aforesaid resolution, and that July 7, 2026, at the hour of 5:00 p.m. at the City Council Chambers located at 38300 Sierra Highway, Suite C, Palmdale, California, was appointed as the time and place for a hearing by this City Council on the question of the levy of the proposed assessment, notice of which hearing was given as required by law; and,

WHEREAS, at the appointed time and place the hearing was duly and regularly held, and all persons interested and desiring to be heard were given an opportunity to be heard, and all matters and things pertaining to the continuation of the levy were fully heard and considered by this City Council, and all oral statements and all written protests or communications were duly heard, considered and overruled, and this City Council thereby acquired jurisdiction to order the levy and the confirmation of the diagram and assessment prepared by and made a part of the Report to pay the costs and expenses thereof.

NOW THEREFORE, BE IT RESOLVED, THE CITY COUNCIL OF THE CITY OF PALMDALE DOES HEREBY FIND, DETERMINE, RESOLVE AND ORDER AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct.

SECTION 2. The public interest, convenience, and necessity require that the continuation of the levy be made.

SECTION 3. The land within the Districts will be specially benefited by the operation, maintenance, and servicing of drainage and appurtenant facilities, located in public places within the boundaries of the Districts.

SECTION 4. The parcels within the Districts are assessed to pay the costs of the improvements and expenses thereof, and the exterior boundaries thereof are as shown by a diagram thereof filed in the office of the City Clerk, which diagram is made a part hereof by reference thereto.

SECTION 5. The City Council hereby orders the improvements to be maintained as set forth in the Report, which improvements are described as follows: installation, construction, or maintenance of any authorized improvements under the Act, including, but not limited to, drainage improvements and any facilities which are appurtenant to any of the aforementioned or which are necessary or convenient for the maintenance or servicing thereof.

SECTION 6. The assessments are in compliance with the provisions of the Act and Article XIIID of the California Constitution, and the City Council has complied with all laws pertaining to the levy of annual assessments pursuant to the Act and Article XIIID of the California Constitution.

SECTION 7. Reference is hereby made to the Report for a full and detailed description of the improvements, the boundaries of the Districts, and the proposed assessments upon assessable lots and parcels of land within the Districts. The Report as a whole and each part thereof, to wit:

i. the estimate of the itemized and total costs and expenses of maintaining the improvements and of the incidental expenses in connection therewith;

ii. the diagram showing the Districts, plans and specifications for the improvements to be maintained, and the boundaries and dimensions of the respective lots and parcels of land within the Districts; and

iii. the assessment of the total amount of the cost and expenses of the proposed maintenance of the improvements upon the several lots and parcels of land in the Districts in proportion to the estimated special benefits to be received by such lots and parcels, respectively, from the maintenance, and of the expenses incidental thereto are finally approved and confirmed.

SECTION 8. Final adoption and approval of the Report as a whole, and of the plans and specifications, estimate of the costs and expenses, the diagram and the assessment, as contained in the Report as hereinabove determined and ordered, is

intended to and shall refer and apply to the Report, or any portion thereof as amended, modified, revised, or corrected by, or pursuant to and in accordance with, any resolution or order, if any, heretofore duly adopted or made by this City Council.

SECTION 9. The assessment to pay the costs and expenses of the maintenance of the improvements for Fiscal Year 2026-27 is hereby levied.

SECTION 10. Based on the oral and documentary evidence, including the Report, offered and received at the hearing, this City Council expressly finds and determines (a) that each of the several lots and parcels of land will be specially benefited by the maintenance of the improvements in the amount of the assessment apportioned against the lots and parcels of land, respectively, and (b) that there is substantial evidence to support, and the weight of the evidence preponderates in favor of, the aforesaid finding and determination as to special benefit.

SECTION 11. Immediately upon the adoption of this resolution, but in no event later than August 10 following such adoption, the Engineer of Work shall file the assessment and a certified copy of this resolution with the Los Angeles County Auditor (the "Auditor"). Upon such filing, the Auditor shall enter on the County of Los Angeles (the "County") assessment roll opposite each lot or parcel of land the amount of assessment thereupon as shown in the assessment.

SECTION 12. The assessments shall be collected at the same time and in the same manner as County taxes are collected and all laws providing for the collection and enforcement of taxes shall apply to the collection and enforcement of the assessments. After collection by the County, the net amount of the assessments, after deduction of any compensation due the County for collection, shall be paid to the Districts.

SECTION 13. The money representing assessments collected by the County shall be deposited in the City Treasury to the credit of the special fund known as "Improvement Fund" previously established under the distinctive designation of each of the Districts. Money in the Improvement Fund shall be expended only for the maintenance, operation, and servicing of the drainage and appurtenant facilities for each of the Districts.

SECTION 14. The adoption of this resolution constitutes the continuation of the levy of assessments for the Fiscal Year commencing July 1, 2026, and ending June 30, 2027.

SECTION 15. This Resolution shall take effect immediately upon its adoption. The City Clerk shall certify to the adoption of this Resolution.

PASSED, APPROVED and **ADOPTED** this 7th day of July, 2026.

_____
Eric Ohlsen, Mayor

APPROVED AS TO FORM:

_____
Alexandra Severino, City Attorney

ATTEST:

_____
Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 7th day of July, 2026, by the following roll call vote:

AYES: _____

NOES: _____

ABSTAIN: _____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

CITY OF PALMDALE

Fiscal Year 2026/27 Engineer's Report For:

Drainage Benefit Assessment Districts

June 2026

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1. ENGINEER'S LETTER

WHEREAS, the City Council of the City of Palmdale (the "City"), State of California, under the Benefit Assessment Act of 1982 (the "Act"), directed NBS to prepare and file the Annual Engineer's Report for the Drainage Benefit Assessment District No. 1 and No. 2006-02 (the "Districts") for Fiscal Year 2026/27, in accordance with Article 4 of Chapter 6.4 of the Act and Article XIII D of the California Constitution. The report presents the plans and specifications describing the general nature, location and extent of the improvements to be maintained, an estimate of the costs of the administration, maintenance, operations and servicing of the improvements for Fiscal Year 2026/27, the diagram for the Districts, showing the area and properties to be assessed, and assessing the net amount upon the assessable lots and/or parcels within the Districts in proportion to the special benefit received.

NOW THEREFORE, the assessments as detailed in this Engineer's Report and as summarized in the table below are made to cover the portion of the estimated costs of maintenance, operation and servicing of said improvements to be paid by the assessable real property within the Districts in proportion to the special benefit received.

District	Parcels	EDUs per District(1)	FY 2026/27 Assessment Amount	Proposed Assessment Rate per EDU	Maximum Assessment Rate Per EDU
DBAD No. 1	1,417	1,417.00	$58,337.89	$41.17	$56.80
DBAD No. 2006-02	32	6,588.85	76,759.94	11.65	60.13
Totals:	**1,449**	**8,005.85**	**$135,097.83**		

(1) Equivalent Dwelling Unit. See "Method of Assessment" for explanation of EDU apportionment.

I, the undersigned, respectfully submit this Engineer's Report and, to the best of my knowledge, information and belief, the Engineer's Report, Assessments, and the Assessment Diagram herein have been prepared, computed and levied in accordance with the assessment methodology adopted, approved and ordered by the City Council of the City of Palmdale at the time of each District formation.

John G Egan

John G. Egan, P. E.
Assessment Engineer 6/02/2026

REGISTERED PROFESSIONAL ENGINEER
JOHN G. EGAN
No. 14853
CIVIL
EXPIRATION DATE 3/31
STATE OF CALIFORNIA

2. INTRODUCTION

2.1 Background

The City provides maintenance and servicing of certain publicly owned stormwater detention and drainage basins throughout the City. In order to fund the maintenance of these projects and improvements, the City has formed two Drainage Benefit Assessment Districts covering an area of approximately 6,600 acres. The Districts have been formed and the levies have been made pursuant to Section 54703 et seq. of the California Government Code, commonly known as the Benefit Assessment Act of 1982 (the "Act"), and Article XIII D of the California Constitution (the "Article XIII D").

Drainage Benefit Assessment District No. 1 ("DBAD No. 1") is located within the Anaverde Master Planned Community at Avenue S and approximately 20th Street West. Drainage Benefit Assessment District No. 2006-02 ("DBAD No. 2006-02") is located within the Ritter Ranch Master Planned Community along Elizabeth Lake Road and west of the Anaverde Community.

Drainage Benefit Districts

District	Tract/Parcel Map	Land Use	General Location
DBAD No. 1	Anaverde	Residential	20th Street West and Avenue S
DBAD No. 2006-02	Ritter Ranch	Residential/ Commercial	Elizabeth Lake Road and Ranch Center Drive

The Districts were formed in previous years; DBAD No. 1 was formed in 2004 and DBAD No. 2006-02 was formed in 2007. The developments required the formation of a drainage benefit assessment district as a condition of approval in order to provide the funds to maintain the drainage facilities for the developments. As a result, the formation of the Districts was approved by the property owners (on May 12, 2004 and January 3, 2007, respectively) pursuant to mailed ballot elections conducted in accordance with the Act and Article XIII D.

2.2 Process for Annual Assessment

In each subsequent year for which the assessment will be continued, the City Council may direct an Engineer's Report to be prepared on an annual basis which contains a full and detailed description of the improvements, the boundaries of the assessment district and any zones therein, and the proposed assessments upon assessable lots and parcels of land within the Districts.

The City Council may also annually adopt a resolution of intention which:

- Declares the intention of the City Council to levy and collect assessments within the assessment district for the fiscal year stated therein.
- Generally describes the existing and proposed improvements and any substantial changes proposed to be made in existing improvements.
- Refers to the assessment district by its distinctive designation and indicates the general location of the district.

- Refers to the report of the engineer, on file with the City Clerk, for a full and detailed description of the improvements, the boundaries of the assessment district and any zones therein, and the proposed assessments upon assessable lots and parcels of land within the district.
- Gives notice of the time and place for public hearing by the City Council on the levy of the proposed assessment.
- States whether the assessment is proposed to increase from the previous year.

If the assessments are to be levied in the same or lesser amounts than the maximum assessment allowed, the City Clerk shall give notice of the public hearing by causing the resolution of intention to be published. Any interested person may, prior to the conclusion of the public hearing, file a written protest which shall state all grounds of objection. The protest shall contain a description sufficient to identify the property owned by the property owner filing the protest. During the course or upon conclusion of the hearing, the City Council may order changes in any of the matters provided in the report, including changes in the improvements, any zones within the assessment district, and the proposed diagram or the proposed assessment. If the assessment to be levied exceeds the maximum assessment allowed, the City must comply with the procedures specified in Article XIII D and Proposition 218.

The City Council, upon conclusion of the public hearing must then adopt a resolution confirming the diagram and assessment, either as originally proposed or as changed by it. The adoption of the resolution shall constitute the levy of an assessment for the fiscal year referred to in the assessment.

2.3 Legislative Context

In 1996, California Voters adopted Proposition 218, the "Right to Vote on Taxes Act" which added Articles XIII C and XIII D to the California Constitution. Article XIII D imposes certain substantive and procedural requirements on any agency that wishes to levy special assessments.

Article XIII D imposes four basic substantive requirements on assessments[2]:

- All parcels that will have a special benefit conferred upon them and upon which an assessment will be imposed must be identified;
- The general benefits must be distinguished from the special benefits conferred on the parcels;
- The proportionate special benefit derived by each parcel must be determined in relationship to the entirety of the capital improvement, the maintenance and operation expenses of the public improvement, or the cost of the property related service being provided; and
- The amount assessed to a parcel must not exceed the reasonable cost of the proportional special benefit conferred on that parcel and does not include any costs attributable to the general benefit.

Since the initial passage of Proposition 218, several court rulings have helped provide context and direction on the practical implementation procedures and requirements for levying assessments. Several of the key concepts from these rulings are summarized below.

GENERAL BENEFIT

[2] *California Constitution Article XIII D Section 4.*

Article XIII D requires an agency to separate the general benefits from the special benefits conferred because only special benefits are assessable.

The Court of Appeal in *Golden Hills Neighborhood Assn., Inc. v. City of San Diego* (2011) (*Golden Hills*)[3] clarified this concept by stating, "*Separation and quantification of general and special benefits must be accomplished by apportioning the cost of a service or improvement between the two and assessing property owners only for the portion of the cost representing special benefits*."

The Court of Appeal in *Beutz v. County of Riverside* (2010) (*Beutz*)[4] quoted from the Legislative Analyst's Office pamphlet titled "Understanding Proposition 218" which states an agency must, "*estimate the amount of special benefit landowners would receive from the project or service, as well as the amount of 'general benefit.' This step is needed because Proposition 218 allows local government to recoup from assessments only the proportionate share of cost to provide the special benefit.*"

The Court in *Beutz* furthered this idea stating, "*Separating the general from the special benefits of a public improvement project and estimating the quantity of each in relation to the other is essential if an assessment is to be limited to the special benefits*."

The Court of Appeal in *Silicon Valley Taxpayers' Association Incorporated v. Santa Clara County Open Space Authority* (2008) (*SVTA*) [5] clarified that general benefits are not restricted to benefits conferred only on persons and property outside the assessment district but can include benefits both conferred on real property located in the district or to the public at large. The "public at large" includes all members of the public, including those who live, work, and shop within the district, and not simply transient visitors.

BENEFIT-BASED NOT COST-BASED

In *Bonander v. Town of Tiburon* (2009) (*Tiburon)*[6], the Court of Appeal clarified the idea that assessments must be apportioned based upon benefit rather than cost. The Court stated, "*Proportionate special benefit is the basis upon which a project's total assessable costs are apportioned among parcels within an assessment district.*"

The assessment on a particular property cannot be based on the relative cost of the improvements, but rather the special benefit conferred on such property. The Court in *Tiburon* also stated, "*an assessment represents the entirety of the cost of the improvement or property-related service, less any amount attributable to general benefits (which may not be assessed), allocated to individual properties in proportion to the relative special benefit conferred on the property*."

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[3] *Golden Hill Neighborhood Assn. v. City of San Diego CA4/1, D062203 (Cal. Ct. App. 2013)*
[4] *Beutz v. County of Riverside, 109 Cal. Rptr. 3d 851 (Cal. Ct. App. 2010)*
[5] *Silicon Valley Taxpayers' Association Incorporated v. Santa Clara County Open Space Authority, 44 Cal. 4th 431 (2008).*
[6] *Bonander v. Town of Tiburon, 147 Cal. App. 4th 1116 (Cal. Ct. App. 2007)*

PUBLIC PROPERTY

Section 4, Subdivision (a) of Article XIII D states, in part, "*Parcels within a district that are owned or used by any agency, the State of California or the United States shall not be exempt from assessment unless the agency can demonstrate by clear and convincing evidence that those publicly owned parcels in fact receive no special benefit.*" Historically there had been differing opinions about whether this requirement that publicly owned property should not be exempt actually meant those properties must be assessed.

The Court of Appeal in *Manteca Unified School District v. Reclamation District No. 17 et al* (2017) *(Manteca)*[7] clarified this issue by stating, *"section 4, subdivision (a) of article XIII D of the California Constitution unambiguously conditions any continuing benefit assessment exemption on a showing by clear and convincing evidence of no special benefit.*"

IMPRECISION

The Court in *Tiburon* acknowledged the difficulty of trying to precisely assign and measure special benefit, stating, "*Any attempt to classify special benefits conferred on particular properties and to assign relative weights to those benefits will necessarily involve some degree of imprecision.*"

The Court in *Tiburon* went on to say that a formula assigning equal weight to different special benefits *"may be a legally justifiable approach to measuring and apportioning special benefits,* [but] *it is not necessarily the only valid approach. Whichever approach is taken to measuring and apportioning special benefits, however, it must be both defensible and consistently applied*."

[7] *Manteca Unified School District v. Reclamation District No. 17 et al, C077906 (Cal. Ct. App. 2017)*

3. PLANS AND SPECIFICATIONS

The work and improvements proposed to be undertaken by the City and the cost thereof paid from the levy of the annual assessment provide special benefit to assessor parcels within the Districts defined in the Method of Assessment herein. Consistent with the Act, the improvements are generally described as follows:

> Article XIII D of the California Constitution defines "maintenance and operation expenses" as, "the cost of rent, repair, replacement, rehabilitation, fuel, power, electrical current, care and supervision necessary to properly operate and maintain a permanent public improvement" (hereafter referred to as the “improvements”). The Districts funding includes, but is not limited to, the removal, repair, replacement and appurtenances, electrical energy, supplies, engineering and incidental costs relating to the maintenance and operation of the drainage improvements benefiting Districts parcels.
>
> The improvements for DBAD No. 1 consist of five drainage basins (DB) located just outside of DBAD No. 1 along the southern boundary of DBAD No. 1, DB No. 1 (0.5 acres), DB No. 2 (0.5 acres), DB No. 5 (10.0 acres), DB No. 6 (3.0 acres), and DB No. 7 (4.0 acres). There is also one drainage basin located on the northern side of the California Aqueduct, DB No. 9 (15.0 acres).
>
> The improvements for DBAD No. 2006-02 consist of 126,658 cubic feet of drainage basin/storm water improvements which are detailed in the Ritter Ranch Specific Plan on file with the City.
>
> Plans and Specifications for the improvements of the Districts are voluminous and are not bound in this Engineer’s Report but by this reference are incorporated and made a part of this Engineer’s Report. The Plans and Specifications are on file in the office of the Director of Public Works where they are available for public inspection.[8]

[8] *As detailed in the Annual Engineer’s Report, City of Palmdale, Drainage Benefit Assessment Districts, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

4. ESTIMATE OF COSTS

Fiscal Year 2026/27 estimated costs of maintenance and servicing the improvements as described in the Plans and Specifications are summarized below. The full itemized budget for the Districts is voluminous and is not bound in this Engineer's Report but by reference is incorporated and made a part of this Engineer's Report. The itemized budget is on file in the Department of Public Works, where it is available for public inspection. The tables below show the budget summary for each District.

Drainage Benefit Assessment District No. 1 Budget	
Description	**Proposed FY 2026/27 Costs**
Direct Maintenance Costs	$37,364.32
Other Costs	20,973.57
Estimated Expenditures	$58,337.89
Fiscal Year 2026/27 Net Amount to be Assessed	**$58,337.89**
Total Equivalent Dwelling Units (EDUs)	1,417.00
Total Parcels	1,417
Total Cost Per EDU	$41.17
Maximum Rate per EDU	$56.80

Drainage Benefit Assessment District No. 2006-02 Budget	
Description	**Proposed FY 2026/27 Costs**
Direct Maintenance Costs	$56,034.76
Other Costs	20,725.18
Estimated Expenditures	$76,759.94
Fiscal Year 2026/27 Net Amount to be Assessed	**$76,759.94**
Total Equivalent Dwelling Units (EDUs)	6,588.85
Total Parcels	32
Total Cost Per EDU	$11.65
Maximum Rate per EDU	$60.13

The following cost descriptions apply to the budget[9]:

DIRECT COSTS

Maintenance Costs. Labor, Material, and Equipment - Includes all labor, material, and equipment required to properly maintain and service the drainage structures, and appurtenant facilities within the district, including the maintenance and servicing of fencing, and drainage facilities. All improvements within the district will be maintained and serviced on a regular basis. City staff will determine the frequency and specific maintenance operations required.

Utilities. Gas and Electric - The furnishing of electricity and gas required for the operation of the drainage structures, and appurtenant facilities such as pumps.

Renovation. Repairs, which are unforeseen and not normally included in the yearly maintenance cost. This may include repair of damage due to vandalism, storms, and frost. Planned upgrades of the improvements that provide a direct benefit to the district could also be included in renovation costs.

OTHER COSTS

Personnel/Overhead. The cost of City staff for providing the coordination for maintenance and servicing, responding to public concerns, and levying and collecting assessments. This includes reimbursement for time spent by Finance and Accounting, the City Attorney, the City Manager, and the Public Works staff.

Consultants. The cost of contracting with professionals to provide services specific to the levy and annual administration.

Professional Fees. These are the costs of contracting with professionals for annual certification of all irrigation back flow devices, and for professionals to provide any additional administrative or engineering services specific to the district such as the cost to prepare and mail notices of the public meeting and hearing, or preparation of assessment diagrams.

County Administration Fees. The costs charged by the County to place the assessments on the property tax rolls.

[9] *As detailed in the Annual Engineer's Report, City of Palmdale, Drainage Benefit Assessment Districts, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

5. METHOD OF APPORTIONMENT

The following section includes an explanation of the benefits to be derived from the installation, maintenance and servicing of the improvements throughout each District, as well as a description of the assessment methodology used to apportion the total assessment to properties within each District. ***Previous annual Engineer's Reports were prepared by a different engineer of record and specific language from the prior year Engineer's Report[10] has been referenced to describe the Method of Apportionment within the following section of this report.[11]***

The Districts consist of all assessor parcels within the boundaries as defined by the Assessment Diagram included with this report and the parcels identified by the Assessor Parcel Numbers listed with the included levy roll. The parcel list includes all privately and publicly owned parcels with the boundaries. The method used for apportioning the assessment is based on the proportional special benefits to be derived by the properties in the Districts over and above general benefits conferred on real property or to the public at large. The apportionment of special benefit is a two-step process: the first step is to identify the types of special benefit arising from the improvements, and the second step is to allocate the assessments to property based on the estimated relative special benefit for each type of property.

5.1 Special Benefit

The improvements are expected to confer certain special benefits to parcels within each District. Pursuant to the Prior Engineer's Report, the special benefit conferred to parcels is more fully described as follows:

> *Each and every parcel within the Districts receives a particular and distinct benefit from the improvements over and above general benefits conferred by the improvements.*
>
> *First, all of the improvements were conditions of approval for the creation or development of the parcels. In order to create or develop the parcels, the City of Palmdale required the developer to install and guarantee the maintenance of storm water control structures and appurtenant facilities to serve the parcels. Therefore, each and every parcel within the Districts could not have been developed in the absence of the installation and promised maintenance of these facilities.*
>
> *In addition, the improvements continue to confer a particular and distinct special benefit upon parcels within the Districts because of the nature of the improvements. The proper maintenance of storm water control and appurtenant facilities specially benefit parcels within the Districts by alleviating excess water during periods of rain. This allows individual parcels to be used to their fullest extent. All of the above- mentioned improvements contribute to a specific enhancement of each of the parcels within the Districts.*

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[10] *Annual Engineer's Report, City of Palmdale, Drainage Benefit Assessment Districts, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020 ("Prior Engineer's Report").*

[11] *Method of Apportionment and subsections as detailed in the Annual Engineer's Report, City of Palmdale, Drainage Benefit Assessment Districts, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

5.2 General Versus Special Benefit

General benefit is an overall and similar benefit to the public at large resulting from the improvements to be maintained by the assessments levied. Within the Prior Engineer's Report, the Engineer found that while the overwhelming majority of the benefit was special, there was a small amount of general benefit. Specific language describing the relationship and proportion of Special Benefit versus General Benefit from the Prior Engineer's Report has been included below:

> *In addition to the special benefits received by the parcels within the Districts, there are incidental general benefits conferred by the improvements.*
>
> *The total benefits are thus a combination of the special benefits to the parcels within the Districts and the general benefits to the public at large and to adjacent property owners. The portion of the total drainage maintenance costs, which are associated with general benefits, will not be assessed to the parcels in the Districts, but will be paid from other City Funds.*
>
> *Because the drainage facilities are located immediately adjacent to properties within the Districts and are maintained solely for the benefit of the properties within the Districts, any benefit received by properties outside of the Districts is merely incidental. It is estimated that the general benefit portion of the benefit received from the improvements for the Districts are less than one (1) percent of the total benefit. Nonetheless, the City has agreed to ensure that no property is assessed in excess of the reasonable cost of the proportional special benefit conferred on that property.*

5.3 Quantification General Benefit

Although the analysis used to support these assessments concludes that the benefits are solely special, as described above, consideration is made for the suggestion that a portion of the benefits are general. General benefits cannot be funded by these assessments – the funding must come from other sources.

The maintenance and servicing of these improvements is also partially funded, directly and indirectly from other sources including the City of Palmdale, Los Angeles County, and the State of California. This funding comes in the form of grants, development fees, special programs, and general funds, as well as direct maintenance and servicing of facilities (e.g. curbs, gutters, streets, drainage systems, etc.). The funding from other sources more than compensates for general benefits, if any, received by the properties within the Districts.

STEP 1 – CALCULATE GENERAL BENEFIT

The general benefits from this assessment may be quantified as illustrated in the following table.

Calculation of General Benefit(1)

Benefit Factor	Relative Weight	General Benefit Contribution	Relative General Benefit
Increased safety from flood control	10	25%	2.5
Creation of individual lots for development or approval of building permits	90	0%	0
	100		2.5
	Total Calculated General Benefit =		**2.5%**

(1) Per the Prior Engineer's Report.

As a result, the City will contribute at least 2.5% of the total budget from sources other than the assessment. The following contribution offsets any general benefits from the assessment services.

STEP 2 – CALCULATE THE CURRENT GENERAL BENEFIT CONTRIBUTION FROM THE CITY

Pursuant to the Prior Engineer's Report, this general benefit contribution is the sum of the following components:

The City owns, maintains, rehabilitates and replaces curb and gutter along the border of the Districts' improvements. This curb and gutter serves to support, contain, retain, manage irrigation flow and growth, and provide a boundary for the improvements. The contribution from the City towards general benefit from the maintenance, rehabilitation, and replacement of the curb and gutter is conservatively estimated to be 1%.

The City owns and maintains a storm drainage system along the border of the Districts' improvements. This system serves to prevent flooding and associated damage to the improvements and manage urban runoff including local pollutants loading from the improvements. The contribution from the City towards general benefit from the maintenance and operation of the local storm drainage system is conservatively estimated to be 1%.

The City owns and maintains local public streets along the border of the Districts' improvements. These public streets provide access to the improvements for its enjoyment as well as efficient maintenance. The contribution from the City towards general benefit from the maintenance of local public streets is conservatively estimated to be 1%.

The value of the construction of the improvements can be quantified and monetized as an annuity. Since this construction was performed and paid for by non-assessment funds, this "annuity" can be used to offset general benefit costs and is conservatively estimated to contribute 25%.

Therefore, the total general benefit is conservatively quantified at 2.5% which is more than offset by the total non-assessment contribution towards general benefit of 28%.

5.4 Method of Assessment

The development of an assessment methodology requires apportioning benefit to determine the relative special benefit for each property. (As part of the transition between assessment engineers in 2010/2011, the existing methodology was reviewed and confirmed, and fundamentally maintained with some minor updates.) The precise language from the Prior Engineer's Report has been provided below:

> *The Districts assessments are based on land use so that property owners are assessed in proportion to the benefits received. The land uses defined below are descriptive of the parcels expected to exist in the Districts. In the event there is a question regarding the land use designation of any parcel in the Districts the Director of Public Works will be responsible for administratively assigning one of the land uses listed below.*

- *Residential* — *Single family residential parcels*
- *Condo* — *Condominium or town home parcels*
- *Non-Res* — *Non-residential parcels*
- *Exempt* — *Parcels exempt by law from the assessment, or those parcels that do not benefit from the improvements*

For DBAD No.1, in a single-family residential district, all the parcels in the Districts receive the same special benefit from the improvements due to their similarity in size and use and their similar proximity to the improvements. Therefore, each parcel is assessed an equal amount.

Storm drain improvements intercept storm runoff from the properties and convey the runoff through the area in a controlled manner providing flood protection. To properly serve development in the Districts the developers were required to provide storm water retention/detention basins within their projects.

Since storm runoff is a function of area the special benefit shall be apportioned to the respective developed lots or parcels in the Districts on a gross acreage basis net of arterial and collector streets. Within a residential tract, once the improvements have been allocated based on acreage as described above, it will be apportioned further based on the number of similar lots or parcels or multi-family units such that each lot or parcel or unit is assessed an equal amount. Within non-residential developments, the improvement costs shall be apportioned based on net parcel area.

Parcels in the Districts will be assigned a weighting factor known as an equivalent dwelling unit (EDU). This method is used to relate dissimilar land uses such as non-residential and residential. Single family residential parcels are assigned an EDU of 1.0. The total number of EDUs in a District is divided into the total balance to levy for the district. This establishes the levy per EDU (rate). The rate is then multiplied by the parcel's individual number of EDUs to establish the parcel's levy amount.

The following table shows the EDU factors for each parcel type in the Districts.

Property Type	***Factor***	***Basis***
Developed/Vacant Residential	*1.00*	*Parcel*
Developed/Vacant Multi-Family	*1.00*	*Unit*
Developed/Vacant Non-Residential	*6.00*	*Acre*

5.5 Cost of Living Inflator

Annually, the assessment rates for the Districts may be increased, based upon the Consumer Price Index, All Urban Consumers, for the Los Angeles-Long Beach-Anaheim Area ("CPI"), as determined by the United States Department of Labor, Bureau of Labor Statistics, or its successor. The Assessment Engineer shall compute the percentage difference between the CPI for February of each year and the CPI for the previous February and shall then adjust the existing assessment rates by an amount not to exceed such percentage for the following fiscal year. Should the Bureau of Labor Statistics revise such index or discontinue the

preparation of such index, the Assessment Engineer shall use the revised index or a comparable system as approved by the City Council for determining fluctuations in the cost of living. [12]

The annual calendar year percentage change in the CPI applicable to the Fiscal Year 2026/27 assessment is 2.93%, based on the increase of the February 2025 to February 2026 CPI of 2.93%.

5.6 Fiscal Year 2026/27 Maximum Assessment

The maximum authorized assessment rate for Fiscal Year 2026/27 is increased by 2.93% which equates to $56.80 per EDU for DBAD No. 1 and $60.13 per EDU for DBAD No. 2006-02. Each District's budget, provided in the Estimate of Costs section of this Engineer's Report, proposes assessments for Fiscal Year 2026/27 at the rate of $41.17 per EDU for DBAD No. 1, which is less than the maximum authorized assessment rate, and $11.65 per EDU for DBAD No. 2006-02 which is less than the maximum authorized assessment rate.

5.7 Duration of Assessment

DBAD No. 1 was formed in 2004 and DBAD No. 2006-02 was formed in 2007. It is proposed that the assessments be continued every year thereafter, so long as the drainage improvements need to be maintained and improved, and the City requires funding from the assessments for these improvements in each District. As noted previously, the assessment can continue to be levied annually after the City Council approves an annually updated Engineer's Report, budget for the assessment, improvements to be provided, and other specifics of the assessment. In addition, the City Council must hold an annual public hearing to continue the assessment.

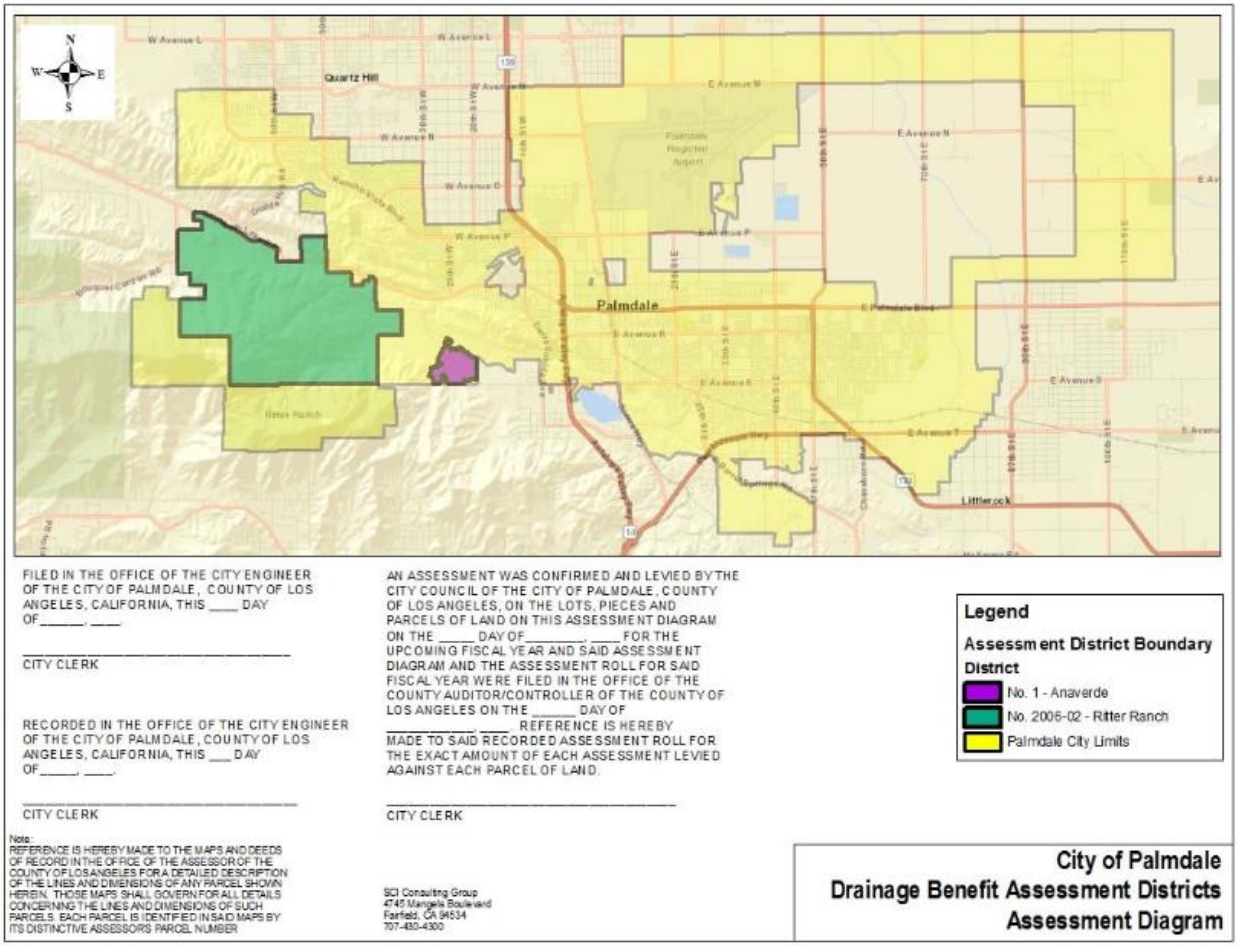
5.8 Appeals and Public Hearing

Any property owner who feels that the assessment levied on the subject property is in error, as a result of incorrect information being used to apply the foregoing method of assessment, may file a written appeal with the City of Palmdale Public Works Department. Any such appeal is limited to correction of an assessment during the then current fiscal year or, if before July 1, the upcoming fiscal year. Upon the filing of any such appeal, the City of Palmdale Public Works Engineer or his or her designee will promptly review the appeal and any information provided by the property owner. If the Public Works Engineer of the City of Palmdale or her or his designee finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been filed with the County for collection, the City Engineer or his or her designee is authorized to refund to the property owner the amount of any approved reduction. Any dispute over the decision of the City Engineer or her or his designee shall be referred to the Director of Public Works of the City of Palmdale, and the decision of the Director of Public Works of the City of Palmdale shall be final.

[12] *As detailed in the Annual Engineer's Report, City of Palmdale, Drainage Benefit Assessment Districts, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

6. ASSESSMENT DIAGRAM

The boundaries of the Districts are displayed on the following Assessment Diagram. The lines and dimensions of each lot or parcel within the Districts are those lines and dimensions shown on the maps of the County Assessor of the County of Los Angeles, at the time this Engineer's Report was prepared, and are incorporated by reference herein and made part of this Engineer's Report.



7. ASSESSMENT ROLL

Assessor's parcel identification, for each lot or parcel subject to the assessment, shall be based on the County Assessor's secured roll data for the applicable year in which this report is prepared and is incorporated herein by reference.

A listing of assessor's parcels subject to the assessments for Fiscal Year 2026/27, along with the assessment amounts, is on file in the office of the City Engineer and incorporated herein by reference. Based on County Assessor's secured roll data, current assessor's parcels, including corrected and/or new assessor's parcels, will be submitted and/or resubmitted to the County Auditor/Controller. The annual assessment amount to be levied and collected for the resubmitted parcel(s) shall be determined in accordance with the method of apportionment and assessment rate approved in this report. Therefore, if a single assessor's parcel has a status change in development, other land use change, or subdivides into multiple assessor's parcels, the charge amounts applied to each of the new assessor's parcels shall be recalculated and applied according to the approved method outlined in the method of apportionment and assessment rate rather than a proportionate share of the original assessment amount.

The following table summarizes the Fiscal Year 2026/27 assessments for the Districts.

District	Parcels	EDUs per District	FY 2026/27 Maximum Assessment Rate Per EDU	FY 2026/27 Assessment Rate Per EDU	FY 2026/27 Assessment Amount
DBAD No. 1	1,417	1,417.00	$56.80	$41.17	$58,337.89
DBAD No. 2006-02	32	6,588.85	60.13	11.65	76,759.94
Totals:	**1,449**	**8,005.85**			**$135,097.83**

City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **CITY MANAGER DEPARTMENT**
CITY CLERK DIVISION

DISTRICT: **ALL**

SUBJECT: **NOMINATE AND APPOINT TWO MEMBERS TO THE BOARD OF LIBRARY TRUSTEES FOR A TERM SET TO EXPIRE JUNE 30, 2029**

RECOMMENDATION

Staff recommend that the City Council:

1) Nominate and appoint two members to the Board of Library Trustees for a term set to expire on June 30, 2029.

BACKGROUND

The City's Library Board appointments are made in accordance with Section 2.32.020 of the Palmdale Municipal Code (PMC). Trustees are appointed by the Mayor with the majority approval of the City Council. Trustees serve a three-year term and must reside in the City of Palmdale.

DISCUSSION

Sara Busbee and Challen David's terms as Board of Library Trustees members ended in June 2026.

The recruitment was announced to the public through a press release and social media announcements that included the application deadline. The classified ad and the application were available on the City's website and at the Office of the City Clerk. The application period ran from April 28, 2026, to June 25, 2026.

Staff received eight applications for the vacancy. The table below lists the applicants. District information is provided for reference only.

DISTRICT 1	DISTRICT 2	DISTRICT 3	DISTRICT 4	DISTRICT 5
Mayor Pro Tem Bishop	**Councilmember Loa**	**Councilmember Bettencourt**	**Mayor Ohlsen**	**Councilmember Alarcon**
None	Challen David Joyce Williams	Saudizareth Ortiz Jose Rios Monica Dopson Sandra Rojas	None	Laila Abdalla Suly Leon

FISCAL IMPACT

$3,000; Board Trustees receive $100 per meeting, and the Chair receives $150. Funds are budgeted in Account No. 10118001. Board meetings are held on the second Wednesday of each month.

STRATEGIC PLAN

Goal II: Ensure long-term fiscal health of the City and maintain funding for services.

C. Involve and expand engagement to enhance public oversight and transparency.

Goal IV: Maintain a desirable community where everyone wants to live, work and play.

B. Provide inclusive access to a variety of supportive services that build a resilient and healthy community.

Prepared by:	Rochelle Scott, City Clerk
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alex Severino, City Attorney

ATTACHMENTS:

Redacted applications

PALMDALE

a place to call home

Office of the City Clerk
38300 Sierra Highway, Suite C
Palmdale, CA 93550
(661) 267-5151

Library Board of Trustees Application

The City of Palmdale is an equal opportunity employer and does not discriminate in hiring or employment upon any basis prohibited by law, including race, color, creed, religion, age, sex (including pregnancy, childbirth and related medical conditions), cancer, national origin, genetic characteristics, genetic information, ancestry, sexual orientation, gender, gender identity, gender expression, marital status, veteran status, disability, or any other basis protected by applicable law. None of the questions or information sought in this application are intended to discriminate based upon any status protected by law. If you need reasonable accommodation in completing this application, or in any other part of the application process, please contact the City Clerk's Office at 661-267-5151.

Library Board Information:

Please Print or Type

Name: [redacted]

Address: [redacted]

Home City: Palmdale Zip Code: 93550 Phone: [redacted]

Occupation: Student

Why are you interested in this position?
I am passionate about the transformative power of libraries within our community. By serving as a Trustee, I hope to represent the student voice of Palmdale, offering firsthand insights into how we can better align our library's resources with the educational and social goals of our residents.

How have you used libraries in the past?

My history with libraries is rooted in a mix of academic necessity and personal well-being. I have consistently used them to access educational materials and borrow books, while also viewing the library as a sanctuary for quiet studying and mental focus.

Considering your previous experience and activities in business, labor, professional, social or other organizations, indicate what you feel are the most important experiences and abilities that qualify you for this position.

While my primary experience has been centered on volunteering regarding animal welfare with PetSmart and Beautiful Fix Farms, these roles have instilled in me a strong sense of civic responsibility and discipline. Caring for animals requires strict attention to detail, consistency, and the ability to follow complex protocol, which are also skills that are essential for the oversight and policy-making duties of a Library Trustee. I am eager to apply this same level of dedication and work ethic to serving the Palmdale community.

Have you had previous public service experience on a commission or public body? If so, indicate the public agency, title of position, and duties.

I have not previously served on a public commission or body. I am eager for the Palmdale Library Board of Trustees to be my first opportunity to serve my city in an official capacity.

What do you hope to accomplish as a Library Trustee?

As a Library Trustee, my primary goal is to ensure the Palmdale Library remains a relevant and welcome space for our residents. I hope to work collaboratively with the board to maintain a safe, inspiring environment for all residents, and to also ensure the library continues to be a sanctuary for focus and a catalyst for community success.

In your opinion, what is the goal of the Library Board of Trustees and what benefit does it provide to the City of Palmdale?

The goal of the Library Board of Trustees is to ensure that the library serves the community effectively by being both a steward of public resources and a visionary for future growth. Its benefit to Palmdalde provides a space where residents of all ages can access the tools they need to succeed, while offering a free space for personal development.

List your education, highest year completed, and degrees, if any? First year student at Antelope Valley College. Quartz Hill High School 2025 Graduate and received a high school diploma.

REASONABLE ACCOMMODATIONS: Based on your understanding of the position, will you require any special accommodations to apply and/or participate?
___ Yes _x_ No
If yes, what reasonable accommodations would be necessary to assist you in this area?
_____

Foreign Languages:_____ ❑ Speak ❑ Read ❑ Write

_____ ❑ Speak ❑ Read ❑ Write

Specialized training/skills:

Computer Skills:

❑ Word ❑ Photoshop ❑ Excel ❑ Adobe Creator ❑ Access ❑ PowerPoint ❑ Publisher ❑ Other:

Is any or all of your time to be credited toward a project, certification or degree program for a school, community organization or religious program? _x_ No ___ Yes, please list ____

_____

Previous Volunteer/ Work Experience as it relates to your interests: __Volunteer, Local

Ranch and PetSmart_____

In Case of Emergency:

Whom should we notify?

Name [redacted]

Relationship to Applican [redacted]

Home Phone: [redacted]
Work Phone:

Physician's Name: Phone: _____Do you have any medical history that we should be aware of in the event of an emergency? (Allergies, medications, etc.)

AUTHORIZATION AND RELEASE

I certify that all statements on this application are true and complete to the best of my knowledge. I hereby authorize the City of Palmdale to investigate any information contained in this application. I understand that as part of the final selection process I will be required to pass a Livescan fingerprint scan submission via the California Department of Justice. I understand that information collected during this background check will be limited to that appropriate to determining my suitability for particular types of work and that such information collected during the check will be kept confidential. I understand that false or misleading statements shall be sufficient grounds for disqualification from the position. Further, I understand that as an applicant, I am offering my services of my own free will without any expectation of benefits, or insurance of any kind (unless otherwise noted).

I hereby waive, release, and hold harmless from any liability or claims for damages for personal injury, including death, as well as from claims for property damage which may arise in connection with the above-named activity, against the supervisor, the City of Palmdale and its elected and appointed officials, agents, and employees.

I hereby agree to the Authorization and Release set forth on this 5th day of May, 2026

Applicant's Signature:

_____Laila Abdalla_____

If you wish, you may attach a copy of your resume to this application.

Interested individuals may apply online at https://cityofpalmdaleca.gov/1102/Current Vacancies. A hard copy may be e-mailed to cityclerk@cityofpalmdaleca.gov, hand delivered or mailed directly to the Office of the City Clerk at 38300 Sierra Hwy., Ste. C, Palmdale, CA 93550.

Laila Abdalla

Contact

Phone: [redacted]

E-Mail: [redacted]

Address: [redacted] Palmdale, CA 93550

Objective

Eager to gain knowledge and experience in a means in refining my skills that will assist me in future opportunities.

Experience

PetSmart Volunteer 2023

- Animal caretaker
- Responsible for cleaning and taking care of the kennel environment
- Assisting during pet adoption

Education

Antelope Valley College 2021-Present

Associates in Biological Sciences

Quartz Hill High School 2025

High School Diploma- GPA 4.3

Awards and Achievements

Honor Roll
Principles List
Quartz Hill 2nd place Stem Competition
Pottery Piece displayed at Antelope Valley Create-Poppy Festival

Skills

Flexible
Creative
Critical thinking
Multitasker

Strengths

Compassionate
Dependable
Able to work well independently
Team player

Activities

Drama Club
Choir Club
American Cancer Society Club

From: noreply@civicplus.com
To: City Clerk
Subject: [EXTERNAL] Online Form Submittal: Library Board of Trustees Application
Date: Tuesday, June 23, 2026 8:29:25 PM

CAUTION: This email originated from outside of the organization.

Library Board of Trustees Application

Library Board of Trustees Application
The Palmdale City Council is accepting applications for two (2) Trustees to serve on the Board of Library Trustees for a three (3) year term.

The City of Palmdale is looking for engaged, motivated and community-minded applicants who understand the importance in meeting the educational, recreational, and informational needs of the community. The Board meets on the second Wednesday of each month at 5:30 p.m., in the City Hall Council Chamber located at 38300 Sierra Highway, Suite B, Palmdale. The Chair shall be entitled to One Hundred Fifty ($150) dollars, and the Members shall be entitled to One Hundred ($100) dollars.

Applicants must be a Palmdale city resident, demonstrate interest in the City Library, and attend regular meetings. The successful applicant will be required to submit and pass a Livescan fingerprint submission via the California Department of Justice. If appointed, a Statement of Economic Interests, Form 700 will also be required.

The City of Palmdale is an equal opportunity employer and does not discriminate in hiring or employment upon any basis prohibited by law, including race, color, creed, religion, age, sex (including pregnancy, childbirth and related medical conditions), cancer, national origin, genetic characteristics, genetic information, ancestry, sexual orientation, gender, gender identity, gender expression, marital status, veteran status, disability, or any other basis protected by applicable law. None of the questions or information sought in this application are intended to discriminate based upon any status protected by law. If you need reasonable accommodation in completing this application, or in any other part of the application process, please contact the City Clerk's Office at 661-267-5151.

Library Board Information:

Challen L David

Name	
Address	[redacted]
City	Palmdale
Zip Code	93551
Home Number	[redacted]
Occupation	Assistant Principal, Professor
Business Phone	*Field not completed.*
Why are you interested in this position?	I have served on the library board since 2016, and I would be honored to continue serving my community and the city of Palmdale in this role. I am very familiar with the goals and needs of the library, and would like to continue advocating for both in this capacity.
How have you used libraries in the past?	I am a lifelong library user. As a child, I used libraries primarily for borrowing books and media. As a young adult in college, my use grew to need study spaces, research spaces, and internet access. As a teacher, I used the library to expand opportunities for literacy enrichment through materials not found in the school's resources. As a new parent, I engaged in programming like bilingual story time and other small group activities. Currently, I continue to use all of the aforementioned resources through the library, but I have also expanded my use to include community gatherings, community programming, writing groups, and subscriptions to media as an alternative to streaming subscriptions.
Considering your previous experience and activities in business, labor, professional, social or other organizations, indicate what you feel are the most important experiences and abilities that qualify you for this position.	I am a public educator with almost 25 years of experience. I have been teaching literacy in a K-12 setting for 24 years, and I currently teach Literacy and Methods as a college professor. Literacy is a personal calling for me! I also have extensive community-based volunteer work in a variety of settings. Social programming has a strong connection to our library. Please see my attached Curriculum Vitae for a complete picture of my professional commitments and involvements.
Have you had previous public service experience on a commission or public body?	Yes

Indicate the public agency, title of position and duties.	City of Palmdale, Library Board of Trustees 2016-present
What do you hope to accomplish as a Library Trustee?	I hope to continue to serve as a library trustee furthering the strategic plan of the library and City of Palmdale. As an advisory board, I hope to bring my personal and professional experience, evidence-based approaches, institutional knowledge, and the community's needs to the center of our advisory work. I hope to continue advocating for the library's resources and programming within the community, and furthering networks with community organizations and partners who can add to the library's resources and development. One of my biggest goals is to continue furthering the partnership with the Palmdale School District to get every student who is registered in the district access to a library account.
In your opinion, what is the goal of the Library Board of Trustees and what benefit does it provide to the City of Palmdale?	The goal of the Library Board of Trustees is to serve in an advisory capacity to the city staff, including the Library Director, library staff, and associated city staff (such as the Director of Parks and Recreation). We conduct approve agenda items related to library business, such as yearly calendars, business agreements, and other approval items. We celebrate community members who contribute to our library programming or participate in it, such as 1000 Books Before Kindergarten, or the Adult Literacy Program. We attend library events as public representatives and advocates, and give feedback to the library and city on how to continue improving services and programs. Occasionally, we do policy review and may make recommendations for City Council to adopt, such as our work around the fines and fee-free policy adoption a few years ago. We listen to Director's reports and initiatives and provide perspectives, insight, ideas, and community connections. We also provide constructive criticism as needed. In addition, we uphold the rights to freedom of information. This board benefits the City of Palmdale by ensuring a diverse, balanced, accountable source of public feedback and library advocacy. Our board is composed of people who hold the community members of Palmdale in the highest regard, and seek to ensure the library remains a place for ALL.
List your education, highest year completed, and degrees, if any?	See Curriculum Vitae for complete educational history. Two master's degrees- recently graduated from PLNU with another Masters in Educational Administration last December.
Volunteer Information:	
REASONABLE ACCOMMODATIONS:	Yes

What reasonable accommodations would be necessary to assist you in this area?	*Field not completed.*
Please list all other languages you know.	
Language	Spanish
Language Skills	Speak, Read, Write
Language	*Field not completed.*
Language Skills	*Field not completed.*
Specialized training/skills:	Competent with Office and Google apps, skilled in leather tooling and photography
Computer Skills:	Word , Excel, Access, PowerPoint, Publisher
Is any or all of your volunteer time to be credited toward a project, certification or degree program for a school, community organization or religious program?	No
If yes, please list	*Field not completed.*
Previous Volunteer/ Work Experience as it relates to your volunteer interests:	10 years on Library Board, see extensive list of previous experience on Curriculum Vitae attached.
In Case of Emergency:	
Whom should we notify?	
Name	[redacted]
Relationship to Applicant	[redacted]
Home Phone	[redacted]
Work Phone	*Field not completed.*
Physician's Name:	[redacted]

Phone:	*Field not completed.*
Do you have any medical history that we should be aware of in the event of an emergency? (Allergies, medications, etc.)	[redacted]

AUTHORIZATION AND RELEASE

I certify that all statements on this application are true and complete to the best of my knowledge. I hereby authorize the City of Palmdale to investigate any information contained in this application. I understand that as part of the final selection process I will be required to pass a Livescan fingerprint scan submission via the California Department of Justice. I understand that information collected during this background check will be limited to that appropriate to determining my suitability for particular types of volunteer work and that such information collected during the check will be kept confidential. I understand that false or misleading statements shall be sufficient grounds for disqualification from the City's Volunteer Program. Further, I understand that as a volunteer, I am offering my services of my own free will without any expectation of compensation, benefits, or insurance of any kind (unless otherwise noted).

I voluntarily agree to participate in this program. I hereby waive, release, and hold harmless from any liability or claims for damages for personal injury, including death, as well as from claims for property damage which may arise in connection with the above-named activity, against the supervisor, the City of Palmdale and its elected and appointed officials, agents, and employees.

I hereby agree to the Authorization and Release set forth on this day.	6/23/2026
Signature	Challen David
If you wish, you may	[redacted]

attach a copy of your resume to this application.

Interested individuals may apply online on the Board of Library Trustees webpage. A hard copy may be e-mailed to cityclerkdepartment@cityofpalmdaleca.gov, hand delivered or mailed directly to the Office of the City Clerk at 38300 Sierra Hwy., Ste. C, Palmdale, CA 93550 by Thursday, June 25, 2026 at 6 p.m.

Email not displaying correctly? View it in your browser.

CHALLEN L. DAVID

[redacted]

STATEMENT OF INTERESTS

I am a veteran educator with over two decades of experience seeking an administrative position to support staff, students and families with a service-oriented leadership approach. I am seeking a position where I can serve as a site-based administrator or lead teacher preparation programs to help equip staff to meet the needs of diverse learners. My ambition is to be a progressive, visionary leader who centers equity, high expectations, a whole-child lens, cultural competency, best-practices, community, and humanizing approaches to education.

EDUCATION

Masters of Arts, Educational Administration | Preliminary Administrative Services Credential

December 2025

Point Loma Nazarene University

- GPA 3.922

Relevant Coursework: Instructional Leadership, Equitable and Socially Just School Communities, Professional Learning and Growth Leadership, Ethical and Visionary Leadership, Educational Measurement and Evaluation, Organizational and Systems Leadership, completion of all CalAPA cycles

Masters of Advanced Study, Criminology, Law and Society |

June 2013

University of California, Irvine

Relevant Coursework: Applied Statistics, Social Problems, Law and Policy, Legal Institutions and Society, Research Methods, Public Policy, Crime and Social Justice, Leadership

Masters of Public Policy and Evaluation |

No degree, transferred programs to UCI

Claremont Graduate University

Relevant Coursework: Theory-driven Evaluation Science, Foundations of Evaluation, Program and Organizational Evaluation

Multiple Subject Teaching Credential |

September 2009

California State University, Bakersfield

Bachelor of Arts, Liberal Studies | Visual and Performing Arts Emphasis

December 2007

California State University, San Bernardino

RESEARCH EXPERIENCE

Graduate Student June 2025 - December 2026

New Vista Middle School, Lancaster School District

Capstone Project for Masters of Educational Administration at PLNU

- Developed research-based program evaluation model for site and district level evaluation of the Elevo mentoring program incorporating both qualitative and quantitative data about student achievement, behavioral outcomes, and social-emotional wellness for Tier 2 and Tier 3 students receiving mentoring interventions on campus.
- Methodology plan to be used to determine expenditures for the coming school year using LCAP Equity Multiplier Funding, and guide administrators in the development of their SPSA and LCAP goals according to outcomes measured.
- Student voice integrated as data for Community Schools Grant expenditure analysis and reporting.
- Research model presented to Executive Board of Lancaster School District as well as Elevo program CEO and other lead staff for the organization.

Graduate Student June 2013 - December 2013

Keppel Union School District

Capstone Project for Masters of Advanced Study in Criminology, Law and Society at UCI

- Designed evaluation model for Los Angeles County Sheriff's Department Vital Interventions and Directional Alternatives (VIDA) program to use with each cohort of adolescent recruits to evaluate effectiveness of the intervention program for at-risk juveniles facing incarceration, addiction, probation, or repeated school disciplinary issues.
- Evaluation design centered on determining effectiveness of various components of program design such as bootcamp-style physical training, weekly character development courses, meetings with social workers, community services, and parenting classes for guardians.
- Implications for school sites referring Tier 3 students to VIDA program as an intervention for Tier 3 students. Results of program evaluation would help SST teams and administration determine whether the program's outcomes meet individual student needs for behavioral intervention.

Graduate Student January 2011 - May 2011

Keppel Union School District

Program Evaluation of High Point Reading Intervention Program for Program & Organizational Evaluation at CGU

- Developed and implemented a program evaluation of the High Point Reading Intervention program implemented at Keppel Academy for 7th and 8th grade reading intervention students. Developed a study with triangulated data points evaluating effectiveness of the district-adopted reading intervention program.
- Shared program evaluation methodology, data points, findings, and implications for implementation to the Executive Cabinet to help determine next steps for district administration to best support reading intervention teachers and students.
- Presented evaluation plan and findings to CGU staff as final coursework in program evaluation course.

PROFESSIONAL DEVELOPMENT PRESENTATIONS

- **Integrated ELD: Intentions and Applications for Measurable Success**, *Lancaster School District-wide Professional Development, Lancaster, CA September 2021*

- **Integrating ELD Strategies in Distance Learning,** *Lancaster School District-wide Professional Development,* Lancaster, CA October 2021

- **Foster Youth Advocacy from the Classroom Setting,** *Teaching for Equity: Reimagining the TK-12th Grade Classroom-Pasadena City College Hixon Teacher Preparation Program Spring Conference,* Pasadena, CA January 2023

- **Integrating Critical Social Justice Competencies in Social Science and English Language Arts,** *Professional Development for Clinical Practicum with Claremont Graduate University,* Claremont, CA February 2023

- **Utilizing the EXCEL Model for Positive Parent Engagement,** *Professional Development for Lancaster School District,* Lancaster, CA February 2025

- **Amplifying Student Voice Through District Policy Revision,** *California Association of Directors of Activities (CADA) Statewide Conference,* San Diego, CA February 2025

- **An Imperfect Circle: Integrating Circle as a Practice to Build and Repair Community,** *Professional Development for Lancaster School District,* Lancaster, CA March 2025

AWARDS AND HONORS

2024 **ACES Award** - Achieving a Culture of Exceptional Service (ACES) Award for planning annual ASB inter-district conference for leadership students in coordination with the Equity Department.

2023 **Alumni Hall of Fame, Littlerock High School** - Outstanding dedication to education. Honored by local high school district staff as well as local congressional leaders.

2020 **Teacher of the Year, New Vista Middle School** - Voted Teacher of the Year by colleagues for site.

2019 **ACES Award** - Achieving a Culture of Exceptional Service (ACES) Award for bringing the community-based ballroom dance program Dancing Feet to New Vista Middle School and helping students compete in regional competition.

2017 **ACES Award** - Achieving a Culture of Exceptional Service (ACES) Award for bringing the Girls on the Run International running program to Lancaster School District as the only existing site in Northern Los Angeles County.

2015 **Ten Years Milestone Service Award, Keppel Union School District**- Recognition of ten years of outstanding service in the Keppel Union School District as a teacher.

2010 **Top Hat Award, Keppel Union School District** - Exceptional Creativity and Innovation in Instructional Practices in the Keppel Union School District as a teacher.

PROFESSIONAL EXPERIENCE

Teacher July 2016 - Present

Lancaster School District, *Lancaster, CA*

- Ten years of consistent high-performing evaluations implementing best practices and fidelity to mandated and adopted program models as a middle school English teacher. Elective courses taught include: Visual & Performing Arts, ASB Student Government, Tier 3 Reading Intervention, AVID EXCEL and English Language Development (ELD). Also served as admin designee (as needed) from 2024 to present. Performed all regular duties of a fully-credentialed teacher and mandated reporter in both in-person and distance-learning settings.
- Served on a variety of site and district level committees to ensure learning environments are meeting students cultural, developmental, and academic needs. Served on: ELA Curriculum Pilot Committee, District Equity Team, TAL Union Equity Team, English Learner Design Team, Positive Behavioral Interventions and Supports (PBIS) Committee, Site Leadership Team, District Standards-Based Report Card Committee, and Community Schools Committee.
- Partnered with a variety of community stakeholders and businesses to host extracurricular and community events centered on student and family interests and needs in role as ASB Director and Community Schools Committee Member.

Professor of Literacy & Methods July 2025 - Present

Claremont Graduate University, *Claremont, CA*

- Developed two semesters of graduate level coursework and class materials for EDUC326.1-2 for Fall 2025 and Spring 2026 teaching Single Subject English teaching candidates research-based strategies, culturally relevant teaching

methods, intentional literacy instruction, assessment practices, monitoring student learning, academic language instruction, promotion of higher-order thinking, and humanizing pedagogy. Provide weekly instruction in synchronous learning, as well as office hours to support students with achieving course goals in alignment with CTC credentialing requirements, Teaching Performance Expectations (TPEs), and CGU Critical Social Justice Competencies.

- Positive course evaluations from candidates and supervisors, including invitation to continue teaching the course in the coming 2026-2027 calendar year.
- Participate in professional development and collaboration with colleagues and university staff to align courses with university and state credentialing requirements. Provide program directors with feedback on candidate strengths, needs, and improvement plan progress. Provide professional feedback on program elements and design for continued excellence.
- Participation in university events for faculty, students, and research projects regarding teacher preparation programs.

Clinical Faculty Advisor, Mentor Teacher May 2021 - June 2025

Claremont Graduate University, *Claremont, CA*

- Mentor teaching candidates and conduct formal and informal observations in clinical settings based on CTC and CGU requirements for program and credentialing. Provide candidates with constructive feedback and assistance to ensure professional growth in meeting TPEs. Provide 1:1 support by phone, email, video, or in-person to support candidates with the requirements related to their clinical teaching experience.
- Maintain open and consistent communication with program coordinators, mentor teachers, and school site staff to promote successful student-teaching experiences for candidates and students. Communicate elements of the CGU Teacher Education Program design to a variety of stakeholders to ensure alignment between all partners.
- Maintain detailed records regarding candidates' proficiency with Critical Social Justice Competencies and TPEs. Maintain detailed records of collaboration between district personnel, Site Support Providers, Mentor Teachers, and program administrators.
- Complete and submit required documentation on candidates' performance in the credentialing program and complete summative evaluations in an organized, timely manner to ensure credentialing completion.

Teacher February 2008 - June 2016

Keppel Union School District, *Pearblossom, CA*

- Nine years of consistent high-performing evaluations implementing best practices and fidelity to mandated and adopted program models as a K-8 teacher serving in grades 2, 4, 5, 6, 7 and 8 (including combination and single grade settings). Middle school grades taught in both self-contained and block schedule settings. Record of academic improvement for students, including site moving out of program improvement status. Elective courses taught include: Visual & Performing Arts, ASB Student Government, and English Language Development (ELD). Performed all regular duties of a fully-credentialed teacher and mandated reporter.
- Served on a variety of site and district level committees to ensure learning environments are meeting students cultural, developmental, and academic needs. Served on: Site Leadership Team, District Standards Based Report Card Committee, District Speech Contest Coordinator, Student Success Team Chair, and District Breakfast in the Classroom Committee.

Instructional Aide, Substitute Teacher August 2003 - January 2008

Keppel Union School District, *Pearblossom, CA*

- Provided instructional support for K-8 students receiving special education services through Resource Specialist Programs (RSP) in both inclusion and pull-out settings. Consistent high marks on evaluations.
- Differentiated instruction and provided behavioral support as needed to help students reach IEP goals.
- Provided long-term and short-term instructional services for a variety of grade levels in the absence of the primary teacher.

PROFESSIONAL AFFILIATIONS

2020 - Present Teachers Association of Lancaster (TAL)- *Union Representative, Equity Team Member*
2024 - Present ESTE Publishing, *Board Member*
2017 - Present City of Palmdale Board of Library Trustees- *Acting President, Trustee*

SERVICE EXPERIENCE

2015 - Present Site Coordinator and Head Coach, Girls on the Run LA

- Coached 12 seasons of a 10 week training program centered on goal setting and character development for girls 3rd-8th grade, preparing for a family 5K at the end of the season.
- Fundraised with community partners to sponsor every girl each season so they could participate and receive athletic gear at no cost.

2017 - Present Committee Chair, Equity Team

- Participated in district policy review and revision activities under the guidance of the Equity Director.
- Promoted culturally sustaining practices across the district through professional development.

2023 - Present Committee Member, District Community Schools Committee

- Partnered with a variety of district and community stakeholders to develop comprehensive support for the whole child in the Lancaster School District using Community Schools Grant monies. Attend bimonthly committee meetings and participate in data analysis and goal prioritization.
- Collaborated with family liaisons, family ambassadors, and other district staff to achieve a variety of goals under the four pillars of Community Schools framework. Ensured expenditures of grant money aligned with grant guidelines.

2021 - 2023 Committee Member, Standards Based Report Card Committee

- Collaborate with a variety of district staff to design and implement a standards-based report card for Lancaster School District.
- Determine grading policies, guidelines, categories, and formatting for elementary and secondary level report cards while centering equity, priority standards, and developmentally appropriate learning skills and behaviors.

2018 - 2022 Site Chair, English Learner Site Chair

- Implement district and state required expectations for English Learner assessment, ELD support classes, and coordinated parent ELAC meetings bimonthly. Scheduled bilingual paraeducators for in classroom support and assigned translation services as needed.
- Supported on-site staff with understanding and implementing ELD standards and strategies to benefit a diverse student population.

2017 - 2019 Committee Member, District English Learner Design Team

- Worked under the supervision of district EL Coordinator to develop a school plan to support immigrant students with limited English proficiency.
- Developed district-wide synchronous and asynchronous professional learning modules to enhance teacher implementation of integrated ELD strategies.

2016 - 2017 Committee Member, PBIS Site Team

- Analyzed behavior data and trends to provide site specific interventions and rewards to students.
- Developed PBIS matrix components and supported implementation of PBIS framework and practices across the site.

2010 - 2013 Committee Member, District Standards Based Report Card Committee

- Collaborate with a variety of district staff to design and implement a standards-based report card for Keppel Union School District.

- Determine grading policies, guidelines, categories, and formatting for elementary and secondary level report cards while centering equity, priority standards, and developmentally appropriate learning skills and behaviors.

2008 - 2013 Committee Member, Site Instructional Leadership Team

- Participated in instructional walkthroughs to gather site-wide data about instructional practices, strengths and needs.
- Analyzed benchmark data for the site and identified areas for improvement using SMART goals.

SKILLS

- Technical Skills: *Google Suite, Microsoft Office Suite, Spanish (intermediate)*
- Interpersonal Skills: *Communication, Organization, Collaboration, Emotional Awareness, Diplomatic, Ambitious, Visionary, Adaptability, Problem-Solving, Networking*

OTHER EXPERIENCE

2016 - Present Licensed Resource Parent (KIN-GAP), *Department of Child and Family Services (DCFS)*

- Licensed resource (foster) parent with Los Angeles County Department of Child and Family Services opening home to youth aged 0-21. Also served as a court-approved monitor and transportation for foster youth. Act as an educational advocate in IEP and 504 meetings.
- Coordinate between DCFS staff, biological family, and other stakeholders in a child's life to promote reunification between children and their biological parents or familial guardians.
- Participate in yearly training and resource parent activities.
- Partner with community based organizations and tribal representatives as needed to support children' s well-being. Provide local training and advocacy to educational partners on the needs of foster youth and families.

2015-2016 Tutor, *826LA*

- Provided a variety of tutoring services for middle school and high school aged students, including homework help in all subjects.
- Participated as a volunteer tutor in special program events such as college entrance essay writing and creative writing workshops.

2013 - 2014 GED Tutor, *Homeboy Industries*

- Provided 1:1 and group setting tutoring in English and math skills required for the GED examination to program participants.
- Provided encouragement and mentoring to students receiving GED preparation to help them overcome personal and educational barriers.

REFERENCES

Torray Johnson, *Principal*
Lancaster School District, New Vista Middle School
Email: johnsonto@lancsd.org
[redacted]

Dr. Claudia Bermudez, *Clinical Assistant Professor/Preliminary Program Coordinator*
Claremont Graduate University, Department of Teacher Education
Email: claudia.bermudez@cgu.edu
[redacted]

Alesha Cayce, ***Director of Student Equity, Access and Outcomes***
Lancaster School District, Department of Student Equity, Access and Outcomes
Email: caycea@lancsd.org
Phone: 661-948-4661

From: noreply@civicplus.com
To: City Clerk
Subject: [EXTERNAL] Online Form Submittal: Library Board of Trustees Application
Date: Thursday, June 18, 2026 3:54:12 PM

CAUTION: This email originated from outside of the organization.

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The City of Palmdale is looking for engaged, motivated and community-minded applicants who understand the importance in meeting the educational, recreational, and informational needs of the community. The Board meets on the second Wednesday of each month at 5:30 p.m., in the City Hall Council Chamber located at 38300 Sierra Highway, Suite B, Palmdale. The Chair shall be entitled to One Hundred Fifty ($150) dollars, and the Members shall be entitled to One Hundred ($100) dollars.

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The City of Palmdale is an equal opportunity employer and does not discriminate in hiring or employment upon any basis prohibited by law, including race, color, creed, religion, age, sex (including pregnancy, childbirth and related medical conditions), cancer, national origin, genetic characteristics, genetic information, ancestry, sexual orientation, gender, gender identity, gender expression, marital status, veteran status, disability, or any other basis protected by applicable law. None of the questions or information sought in this application are intended to discriminate based upon any status protected by law. If you need reasonable accommodation in completing this application, or in any other part of the application process, please contact the City Clerk's Office at 661-267-5151.

Library Board Information:

Monica Lynn Dopson

Name	
Address	[redacted]
City	Palmdale
Zip Code	93550
Home Number	[redacted]
Occupation	Teacher
Business Phone	661-547-2756
Why are you interested in this position?	I am seeking a position on the Library Board of Trustees, because I believe the library is a quintessential setting for growth in the community and a true component of how a community can grow.
How have you used libraries in the past?	As a child, I grew up in the Palmdale City Library and it fostered my love for books and reading. As a student in college I regularly access the professional journals necessary for professional research. As a teacher, I frequently utilize the library to access class novels and to help my students find material for reading.
Considering your previous experience and activities in business, labor, professional, social or other organizations, indicate what you feel are the most important experiences and abilities that qualify you for this position.	As a passionate educator with over 25 years of experience in teaching, mentoring, and community engagement, A position on the Library Board of Trustees would allow me to use my expertise in education, communication, and public service to support literacy initiatives, promote lifelong learning, and help ensure the library remains a vital, inclusive, and accessible resource for the entire community.
Have you had previous public service experience on a commission or public body?	No
What do you hope to accomplish as a Library Trustee?	To revitalize the impact that the library can have on my community
In your opinion, what is the goal of the Library Board of Trustees and	The goal of a library Board of Trustees should be to ensure that the library remains a valuable, accessible, and sustainable resource that serves the current and future needs of the entire

what benefit does it provide to the City of Palmdale?	community.
List your education, highest year completed, and degrees, if any?	B.S. Liberal Studies(with an emphasis in Secondary Education Social Science and a minor in English) Educational Specialist level II Credential
Volunteer Information:	
REASONABLE ACCOMMODATIONS:	No
Please list all other languages you know.	
Language	*Field not completed.*
Language Skills	*Field not completed.*
Language	*Field not completed.*
Language Skills	*Field not completed.*
Specialized training/skills:	*Field not completed.*
Computer Skills:	Word , Excel, PowerPoint, Other
Other	Over 25 years in education have provided me the opportunity to learn and use various platforms such as Microsoft Office programs, Google Suite programs and recently utilizing AI platforms to help create new and invigorating lessons, which provide a fresh new presentation for previous lessons I've delivered.
Is any or all of your volunteer time to be credited toward a project, certification or degree program for a school, community organization or religious program?	No
If yes, please list	*Field not completed.*
Previous Volunteer/ Work Experience as it relates to your	In addition to teacher, I have served as a coach, both within the school system as well as outside the school system.

volunteer interests:

In Case of Emergency:

Whom should we notify?

Name	[redacted]
Relationship to Applicant	[redacted]
Home Phone	[redacted]
Work Phone	[redacted]
Physician's Name:	[redacted]
Phone:	[redacted]
Do you have any medical history that we should be aware of in the event of an emergency? (Allergies, medications, etc.)	[redacted]

AUTHORIZATION AND RELEASE

I certify that all statements on this application are true and complete to the best of my knowledge. I hereby authorize the City of Palmdale to investigate any information contained in this application. I understand that as part of the final selection process I will be required to pass a Livescan fingerprint scan submission via the California Department of Justice. I understand that information collected during this background check will be limited to that appropriate to determining my suitability for particular types of volunteer work and that such information collected during the check will be kept confidential. I understand that false or misleading statements shall be sufficient grounds for disqualification from the City's Volunteer Program. Further, I understand that as a volunteer, I am offering my services of my own free will without any expectation of compensation, benefits, or insurance of any kind (unless otherwise noted).

I voluntarily agree to participate in this program. I hereby waive, release,

and hold harmless from any liability or claims for damages for personal injury, including death, as well as from claims for property damage which may arise in connection with the above-named activity, against the supervisor, the City of Palmdale and its elected and appointed officials, agents, and employees.

I hereby agree to the Authorization and Release set forth on this day.	6/18/2026
Signature	Monica L. Dopson
If you wish, you may attach a copy of your resume to this application.	[redacted]

Interested individuals may apply online on the Board of Library Trustees webpage. A hard copy may be e-mailed to cityclerkdepartment@cityofpalmdaleca.gov, hand delivered or mailed directly to the Office of the City Clerk at 38300 Sierra Hwy., Ste. C, Palmdale, CA 93550 by Thursday, June 25, 2026 at 6 p.m.

Email not displaying correctly? View it in your browser.

Monica L. Dopson

Monica L. Dopson
[redacted]
Palmdale, CA 93550
[redacted]

Objective

Passionate educator with over 25 years of experience in teaching, mentoring, and community engagement. Seeking a Library Board of Trustees position to leverage expertise in education, communication, and public service to support literacy initiatives, promote lifelong learning, and help ensure the library remains a vital, inclusive, and accessible resource for the entire community.

Experience

Palmdale High School – Antelope Valley Union High School District
Teacher | August 2001 – Present

Provide instruction and support for students in Special Education, including students identified as Emotionally Disturbed (ED).
Develop and implement individualized educational strategies to support academic achievement, behavioral growth, and social-emotional development.
Collaborate with administrators, counselors, parents, and multidisciplinary teams to ensure student success and compliance with educational regulations.
Serve as Advisor for the LINK CREW program, mentoring student leaders and facilitating programs that support school culture, student engagement, and freshman transition.
Coach Girls Softball, fostering athletic development, teamwork, leadership, sportsmanship, and academic accountability.
Maintain a positive, inclusive learning environment while promoting student achievement and personal growth.

Rosamond High School – Southern Kern Unified School District
Teacher | June 2000 – June 2001

Taught World History, Economics, Government, and Physical Education to high school students in grades 9–12.
Developed engaging lesson plans aligned with state standards and district curriculum requirements.
Coached Girls Tennis and Boys and Girls Track, emphasizing teamwork, discipline, and athletic excellence.

Rosamond High School – Southern Kern Unified School District
Substitute Teacher | October 1999 – June 2000

Provided instructional continuity across multiple subject areas for students in grades 9–12.

Managed classroom instruction, student behavior, and daily educational activities in the absence of regular teachers.
Adapted quickly to various classroom environments and instructional needs.

Bethel Christian School
Substitute Teacher | October 1999 – December 1999

Provided classroom instruction and supervision for students in grades 2–8 across multiple subject areas.
Maintained established lesson plans and classroom expectations to ensure continuity of learning.
Fostered a positive and productive learning environment while adapting to diverse student needs.

Education

California State University/ Moderate-Severe Credential Program
January 2002-June 2004

Coursework to obtain a Moderate-Severe Credential to work with persons with exceptional needs in the state of California

Athens State University / B.S. Liberal Studies(with an emphasis in Secondary Education Social Science and a minor in English)
August 1996-January 1999 (Graduation December 1999)

Coursework towards an educational credential in Secondary Education Social Science and a minor in English

Professional Awards

2025 Palmdale High School site Teacher of the Year

PALMDALE

a place to call home

Office of the City Clerk
38300 Sierra Highway, Suite C
Palmdale, CA 93550
(661) 267-5151

Library Board of Trustees Application

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Library Board Information:

Please Print or Type

Name: Suly Leon _____

Address: [redacted] _____

City: __Palmdae_____ Zip Code: ___93550_____ Home Phone: [redacted] _____

Occupation: Registered Nurse - Certified Pediatric RN_____ Bus. Phone: _____

Why are you interested in this position? My desire is for more children to grow love for books and reading. I would like to see more library activities that incorporates families, and incentives, to increase retention rates for library use, given that many families and young children are glued to screens. Libraries need to be able to reach children at a young age._____

_____

_____

How have you used libraries in the past? yes

Considering your previous experience and activities in business, labor, professional, social or other organizations, indicate what you feel are the most important experiences and abilities that qualify you for this position.

I am a mother of 3 children ranging from 18yo-3yo, with the experience to know what entices children to want to read Some of my children are on the ASD spectrum which means that I have to be in tune with their neurodivergent brain and get creative to meet their educational needs that includes both at home and in the community. I am constantly looking at how to best meet their needs. I also have a college child which means I have to find ways to support her higher educational learning experience. Therefore, in combination with personal experience with children, my professional experience as a pediatric RN, I believe I have a strong background to fill this position

Have you had previous public service experience on a commission or public body? If so, indicate the public agency, title of position, and duties. n/a

What do you hope to accomplish as a Library Trustee?

I hope to bring fresh new ideas to revive the library to appeal to our new generation. I hope to inspire and create positive change

In your opinion, what is the goal of the Library Board of Trustees and what benefit does it provide to the City of Palmdale?
With all due respect I do not know what the goal of the library board of trustees is I was unable to find the goal and or mission of the board of trustees on the Palmdale City Library website. Having said that, I think the benefit that it provides to the city of Palmdale is bringing in actual community members to voice the needs of the community so that a conscious effort can be made to meet those needs

List your education, highest year completed, and degrees, if any?
Bachelors in Biology Science with a pre-emphasis in Medicine, Bachelors of Nursing Science

REASONABLE ACCOMMODATIONS: Based on your understanding of the position, will you require any special accommodations to apply and/or participate?
___ Yes _x__ No
If yes, what reasonable accommodations would be necessary to assist you in this area?
_____

Foreign Languages:___Spanish_____ ☐ Speak ☐ Read ☐ Write

_____ ☐ Speak ☐ Read ☐ Write

Specialized training/skills: _____

Computer Skills:

☒ Word ☐ Photoshop ☒ Excel ☒ Adobe Creator

☐ Access ☒ PowerPoint ☐ Publisher ☐ Other: _____

Is any or all of your time to be credited toward a project, certification or degree program for a school, community organization or religious program? _X_ No ___ Yes, please list _____

_____

Previous Volunteer/ Work Experience as it relates to your interests:_____

Registered RN -Children's Hospital Los Angeles

In Case of Emergency:

Whom should we notify?
Name _[redacted] Relationship to Applicant Husband
Home Phone: [redacted]_____ Work Phone: _____

Physician's Name:_[redacted]_____ Phone: _____[redacted]_____

Do you have any medical history that we should be aware of in the event of an emergency?

(Allergies, medications, etc.)

n/a

AUTHORIZATION AND RELEASE

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I hereby waive, release, and hold harmless from any liability or claims for damages for personal injury, including death, as well as from claims for property damage which may arise in connection with the above-named activity, against the supervisor, the City of Palmdale and its elected and appointed officials, agents, and employees.

I hereby agree to the Authorization and Release set forth on this ___1_____ day of _____May___ _____, 2026_____

Applicant's Signature:

_____

If you wish, you may attach a copy of your resume to this application.

Interested individuals may apply online at https://cityofpalmdaleca.gov/1102/Current-Vacancies. A hard copy may be e-mailed to cityclerk@cityofpalmdaleca.gov, hand delivered or mailed directly to the Office of the City Clerk at 38300 Sierra Hwy., Ste. C, Palmdale, CA 93550.

From: noreply@civicplus.com
To: City Clerk
Subject: [EXTERNAL] Online Form Submittal: Library Board of Trustees Application
Date: Wednesday, June 24, 2026 11:05:45 AM

CAUTION: This email originated from outside of the organization.

Library Board of Trustees Application

Library Board of Trustees Application
The Palmdale City Council is accepting applications for two (2) Trustees to serve on the Board of Library Trustees for a three (3) year term.

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Library Board Information:

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saudizareth ortiz

Name	
Address	[redacted]
City	palmdale
Zip Code	93552
Home Number	[redacted]
Occupation	office assistant
Business Phone	*Field not completed.*
Why are you interested in this position?	I grew up coming to this library and I would love the opportunity to be a part of its continued growth and to take a more active role in my community.
How have you used libraries in the past?	I utilized the services the library offered growing up such as the computer access, media check outs and occasional tutoring in my childhood, now in my adult years I take advantage of the child programs for my nephew such as the kids reading sessions.
Considering your previous experience and activities in business, labor, professional, social or other organizations, indicate what you feel are the most important experiences and abilities that qualify you for this position.	In my experience in retail, food service, and office administration, I have developed strong customer service, organizational, and communication skills. I have experience working with diverse members of the public, handling responsibilities professionally, and supporting daily operations in fast-paced environments. These experiences have taught me the value of accessibility, community service, and teamwork. I would bring a practical perspective, reliability, and a willingness to listen and collaborate in support of the library and the community it serves
Have you had previous public service experience on a commission or public body?	No
What do you hope to accomplish as a Library Trustee?	Having grown up in this community and spent many years using this library, I would be honored to give back to an institution that has been part of my life. I hope to bring a perspective that reflects both longtime residents and younger adults and families. I want to help ensure the library remains relevant, accessible, and responsive to the needs of our community while continuing to serve as a place for learning, connection, and opportunity.
In your opinion, what is	in my opinion, the board provides oversight, guidance and community representation to help ensure that the library

the goal of the Library Board of Trustees and what benefit does it provide to the City of Palmdale?	effectively serves the needs of our residents and we benefit by having a system that promotes education, access to information and community.
List your education, highest year completed, and degrees, if any?	AS degree in Human resource administration
Volunteer Information:	
REASONABLE ACCOMMODATIONS:	No
Please list all other languages you know.	
Language	spanish
Language Skills	Speak, Read, Write
Language	*Field not completed.*
Language Skills	*Field not completed.*
Specialized training/skills:	*Field not completed.*
Computer Skills:	Word , Excel, Adobe Creator, PowerPoint
Is any or all of your volunteer time to be credited toward a project, certification or degree program for a school, community organization or religious program?	No
If yes, please list	*Field not completed.*
Previous Volunteer/ Work Experience as it relates to your volunteer interests:	*Field not completed.*
In Case of Emergency:	
Whom should we notify?	

Name	[redacted]
Relationship to Applicant	[redacted]
Home Phone	[redacted]
Work Phone	*Field not completed.*
Physician's Name:	Arun singh
Phone:	*Field not completed.*
Do you have any medical history that we should be aware of in the event of an emergency? (Allergies, medications, etc.)	NA

AUTHORIZATION AND RELEASE

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I voluntarily agree to participate in this program. I hereby waive, release, and hold harmless from any liability or claims for damages for personal injury, including death, as well as from claims for property damage which may arise in connection with the above-named activity, against the supervisor, the City of Palmdale and its elected and appointed officials, agents, and employees.

I hereby agree to the Authorization and Release set forth on this day.	6/24/2026
Signature	Saudizareth Ortiz
If you wish, you may attach a copy of your resume to this application.	[redacted]

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Email not displaying correctly? View it in your browser.

Saudizareth Ortiz

Skills

Administrative Support - Data Entry - Records and Document Management - Database Management - Bilingual (English/Spanish) - Legal Document Preparation - Customer Service - Attention to Detail

Experience

July 2022 - Present

North Los Angeles County Regional Center - Office Assistant II: Records and Document Management Department

- - Efficiently managed data entry and document records, ensuring accuracy and compliance with legal requirements.
- -Prepared documents for mailing, scanning and processing inter regional/ inter office transfers.
- - Prepared legal documents, maintaining high quality and precision.
- - Provided excellent customer service, answering phones,checking scheduled appointments, and greeting visitors when required.
-

December 2019 - Present

ZAGG - Retail Sales Associate

- - Assisted customers in product selection and offered upgrade options.
- - Created and updated customer profiles to enhance the shopping experience.
- - Sorted and managed customer invoices with accuracy and organization.
- - Operated POS systems and completed transactions with precision.
- - Demonstrated excellent customer service and product knowledge in effort to maintain and create new customer relations.
-

May 2021 - December 2021

Antelope Valley Optometric Center - Optical Technician

- - Supported medical staff by operating optical instruments and assisting patients with eyewear selection.
- - Ensured accurate vision insurance verification.
- - Attended patient appointments, inputting notes for attending physicians.
- - maintained open lines of communication with contact lens suppliers regarding invoices and restocks.

August 2020 - November 2020

Active Life Chiropractic - Receptionist

- - Provided administrative support by answering phone calls, welcoming patients, and verifying insurance information.
- - Managed patient documents, invoices, and payments with precision.
- - Collaborated with attorneys and maintained excellent communication.

June 2015 - December 2020

Berrystar Frozen Yogurt - Shift Leader

- - Oversaw store operations, including cashier duties, inventory management, and staff training.
- - Resolved customer conflicts and maintained a clean and sanitized store environment.
- - Acted as a secondary point of contact during the manager's absence.

May 2015 - July 2016

Dry Town Waterpark - Program Leader I

- - Ensured patron safety through rule enforcement and provided excellent customer service.

Education

2018-2020

San Joaquin Valley College - AS Human Resources Administration - Relevant coursework in HR and Administrative procedures.

From: noreply@civicplus.com
To: City Clerk
Subject: [EXTERNAL] Online Form Submittal: Library Board of Trustees Application
Date: Monday, June 22, 2026 2:10:34 PM

CAUTION: This email originated from outside of the organization.

Library Board of Trustees Application

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Library Board Information:

Jose Rios

Name	
Address	[redacted]
City	Palmdale
Zip Code	93550
Home Number	[redacted]
Occupation	English Teacher
Business Phone	*Field not completed.*
Why are you interested in this position?	I am interested in seeing the library further develop as it explores new ways to expand and access the needs of our community.
How have you used libraries in the past?	Yes, I have held a Palmdale City Library card for more than 15 years, and I use Libby, visit the library, and have hosted poetry open-mics there.
Considering your previous experience and activities in business, labor, professional, social or other organizations, indicate what you feel are the most important experiences and abilities that qualify you for this position.	I am a high school English teacher and providing the community , specifically our youth, opportunities to become literary citizens is a personal goal of mine. Literature is not just between a book and its reader, but it can also be an outlet, a reason for community, and a good time. As a high school English teacher, I am always making decisions with students in mind, and that impact is gaining momentum as students in my classes are writing more and winning awards for their poetic pieces. As a literary citizen myself, I am working to develop a stronger bond with other writers in the community. I host a poetry open-mic at the Palmdale City Library, I participate in writing salons across the LA Area, and participate in writing sessions here in the AV with other poets.
Have you had previous public service experience on a commission or public body?	No
What do you hope to accomplish as a Library Trustee?	The development of new services or roles, such as a Book-Mobile, a Poet Laureate, and considering other ways to use the Library as a space for community engagement.
In your opinion, what is the goal of the Library Board of Trustees and	The goal of the Library Board of Trustees is so lead with the community in mind. The Board can only be insightful as its participants, and as someone who sees the best and worst of the

what benefit does it provide to the City of Palmdale?	AV all at once, I hope to bring a perspective that can benefit a wider range of residents who may not see the library as a resource worth tapping into.
List your education, highest year completed, and degrees, if any?	Bachelor's in Education and Literature, CSU Bakersfield.
Volunteer Information:	
REASONABLE ACCOMMODATIONS:	No
Please list all other languages you know.	
Language	English
Language Skills	Speak, Read, Write
Language	Spanish
Language Skills	Speak, Read, Write
Specialized training/skills:	*Field not completed.*
Computer Skills:	Word
Is any or all of your volunteer time to be credited toward a project, certification or degree program for a school, community organization or religious program?	No
If yes, please list	*Field not completed.*
Previous Volunteer/ Work Experience as it relates to your volunteer interests:	*Field not completed.*
In Case of Emergency:	
Whom should we notify?	
Name	[redacted]

Relationship to Applicant	[redacted]
Home Phone	[redacted]
Work Phone	*Field not completed.*
Physician's Name:	N/a
Phone:	*Field not completed.*
Do you have any medical history that we should be aware of in the event of an emergency? (Allergies, medications, etc.)	No.

AUTHORIZATION AND RELEASE

I certify that all statements on this application are true and complete to the best of my knowledge. I hereby authorize the City of Palmdale to investigate any information contained in this application. I understand that as part of the final selection process I will be required to pass a Livescan fingerprint scan submission via the California Department of Justice. I understand that information collected during this background check will be limited to that appropriate to determining my suitability for particular types of volunteer work and that such information collected during the check will be kept confidential. I understand that false or misleading statements shall be sufficient grounds for disqualification from the City's Volunteer Program. Further, I understand that as a volunteer, I am offering my services of my own free will without any expectation of compensation, benefits, or insurance of any kind (unless otherwise noted).

I voluntarily agree to participate in this program. I hereby waive, release, and hold harmless from any liability or claims for damages for personal injury, including death, as well as from claims for property damage which may arise in connection with the above-named activity, against the supervisor, the City of Palmdale and its elected and appointed officials, agents, and employees.

I hereby agree to the Authorization and Release set forth on this day.	6/22/2026
Signature	Jose Rios
If you wish, you may attach a copy of your resume to this application.	[redacted]

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Email not displaying correctly? View it in your browser.

JOSÉ DE JESUS RIOS

WRITER & EDUCATOR

[redacted]

OVERVIEW

As an educator, it is my passion and goal to provide a curriculum that is culturally and linguistically affirming. My intent is to create a space for students to excel with readings that are reflective of our community.

CREATIVE & PROFESSIONAL EXPERIENCE

Palmdale School District, Palmdale, CA **August 2020 - Present**
English Language Arts Teacher

- Structured lessons with the use of data from state and district assessments
- Students saw an average increase of 11% in reading literacy scores
- Facilitator of professional development on culturally responsive pedagogy
- Latinx Heritage Club Advisor
- Poetry Slam Team Advisor
- Migrant Education Program Support Staff

Pride Poets, West Hollywood, CA **June 2022 - Present**
Typewriter Poet

- Attend pride and other public events with the sole purpose of creating "on-the-spot" poems for patrons on our typewriters
- Operated phone lines for the Pride Poets Poetry Hotline
- Created over 300 custom poems

New York Public Library, New York, NY **July 2025**
Summer Teacher Residency

- Engaged and developed lessons using primary sources from the library's archives with a focus on affirming and welcoming students' native languages.

Red Hen Press, Pasadena, CA **October 2019 - March 2021**
Internship through the Los Angeles County Arts Commission

- Researched potential donors and solicited donations and managed their online auction
- Read manuscripts as a part of the press' selection process

PERFORMANCES AND SPEAKING ENGAGMENTS

Palmdale, California **2024 to Present**
Poetry Potluck

- Organizes and hosts an open-mic event as a part of the Palmdale City Library's programming

Boyle Hieghts, California **2021 to Present**
Palabras Literary Salon

- Longtime contributor to this BI-POC centered literary salon.

Los Angeles, California **Summer of 2023 and 2024**
Grand Performances

- Presented alongside other poets for their queer poetry night.

PUBLICATIONS IN POETRY

Butterflies Over Land - An Anthology

- "Teacher's Duties as Assigned

Catamaran Literary Journal, Vol. 8, Issue 3 Fall 2020

- "High Desert Hillbillies"

San Pedro River Review, 2022 Fall Issue

- "Santas Abuelas"

Orpheus: A CSUB Literary Journal, Fall 2023

- "The Rough Draft"

AWARDS

USC's Gold Line Press

- 2024 Nonfiction Chapbook Competition - Winner
  - *Saliendo Adelante*

California State University, Bakersfield

- President's Association Research Grant Recipient
  - *Nova Lux:* Catholicism in the Time of COVID

From: noreply@civicplus.com
To: City Clerk
Subject: [EXTERNAL] Online Form Submittal: Library Board of Trustees Application
Date: Tuesday, June 16, 2026 8:34:07 AM

CAUTION: This email originated from outside of the organization.

Library Board of Trustees Application

Library Board of Trustees Application
The Palmdale City Council is accepting applications for two (2) Trustees to serve on the Board of Library Trustees for a three (3) year term.

The City of Palmdale is looking for engaged, motivated and community-minded applicants who understand the importance in meeting the educational, recreational, and informational needs of the community. The Board meets on the second Wednesday of each month at 5:30 p.m., in the City Hall Council Chamber located at 38300 Sierra Highway, Suite B, Palmdale. The Chair shall be entitled to One Hundred Fifty ($150) dollars, and the Members shall be entitled to One Hundred ($100) dollars.

Applicants must be a Palmdale city resident, demonstrate interest in the City Library, and attend regular meetings. The successful applicant will be required to submit and pass a Livescan fingerprint submission via the California Department of Justice. If appointed, a Statement of Economic Interests, Form 700 will also be required.

The City of Palmdale is an equal opportunity employer and does not discriminate in hiring or employment upon any basis prohibited by law, including race, color, creed, religion, age, sex (including pregnancy, childbirth and related medical conditions), cancer, national origin, genetic characteristics, genetic information, ancestry, sexual orientation, gender, gender identity, gender expression, marital status, veteran status, disability, or any other basis protected by applicable law. None of the questions or information sought in this application are intended to discriminate based upon any status protected by law. If you need reasonable accommodation in completing this application, or in any other part of the application process, please contact the City Clerk's Office at 661-267-5151.

Library Board Information:

Sandra Rojas (Sandy)

Name	
Address	[redacted]
City	Palmdale
Zip Code	93550
Home Number	[redacted]
Occupation	Library Media Specialist
Business Phone	6612733680
Why are you interested in this position?	I am interested in serving on the Library Board Trustees because I strongly believe that libraries play a vital role in supporting education, literacy, lifelong learning, and community engagement. As a Library Media Technician at The Palmdale Aerospace Academy, I have the privilege of working with students and families every day and witnessing the positive impact that access to books, technology, and educational resources can have on their lives. I am passionate about promoting literacy and helping create opportunities that encourage learning for people of all ages.
How have you used libraries in the past?	Yes, I have been working in school libraries for approximately 10 years in two different school districts, and I currently serve as a Library Media Technician. Both personally and professionally, I have seen the positive impact libraries have on education, literacy, and lifelong learning with our community.
Considering your previous experience and activities in business, labor, professional, social or other organizations, indicate what you feel are the most important experiences and abilities that qualify you for this position.	My experience working in education and school libraries for approximately 10 years has strengthened my leadership, communication, organization, and collaboration skills. I regularly work with students, families, educators, and community partners to promote literacy and learning opportunities. In addition, my involvement in school committees and community partnerships has given me valuable experience working as part of a team, listening to diverse perspectives, and helping make decisions that support the needs of others.
Have you had previous public service experience on a commission or public body?	No
What do you hope to	As a Library Trustee, I hope to support programs and services

accomplish as a Library Trustee?	that promote literacy, lifelong learning, and equal access to resources for all community members. I would also like to help strengthen the connection between the library, local schools, and families to ensure the library remains a welcoming and valuable resource for everyone. Supporting and embracing who we are and helping make our city of Palmdale feel proud.
In your opinion, what is the goal of the Library Board of Trustees and what benefit does it provide to the City of Palmdale?	In my very honest opinion, the goal of the Library Board of Trustees is to support and advocate for the library's mission, services, and long-term success. The Board helps ensure that the library continues to meet the educational, informational, and recreational needs of the community. By providing equal opportunities and guidance, the Board helps strengthen library programs, promote literacy, and enhances the quality of life for City of Palmdale residents.
List your education, highest year completed, and degrees, if any?	Associate of Arts in Liberal Arts. Currently pursuing a Bachelor's degree in Liberal Arts to earn a Master's degree in LIberal Science and become a teacher librarian.
Volunteer Information:	
REASONABLE ACCOMMODATIONS:	No
Please list all other languages you know.	
Language	English
Language Skills	Speak, Read, Write
Language	Spanish
Language Skills	Speak, Read, Write
Specialized training/skills:	Experience using the Follett Destiny Library Management System, library operations, collection management, literacy programs, educational technology, and community outreach, I also serve as a classified union representative, participate on the curriculum team, coordinate school book fairs and arts initiatives, manage libnray supply purcvhasing, and collaborate wiht staff,m students, fa,iliesm and coommunity partners. I am bilingual in English and Spanish, which allows me to effectively communicate and serve as a bridge between students, families, educators, and the community.
Computer Skills:	Word , Photoshop, Excel, Adobe Creator, Access, PowerPoint
Is any or all of your volunteer time to be	Yes

credited toward a project, certification or degree program for a school, community organization or religious program?	
If yes, please list	Degree Program for a school.
Previous Volunteer/ Work Experience as it relates to your volunteer interests:	I have volunteered my time to read with students and support literacy activities outside of my regular work schedule. These experiences have reinforced my commitment to promoting reading, learning, and educational opportunities for children.
In Case of Emergency:	
Whom should we notify?	
Name	[redacted]
Relationship to Applicant	[redacted]
Home Phone	[redacted]
Work Phone	*Field not completed.*
Physician's Name:	[redacted]
Phone:	[redacted]
Do you have any medical history that we should be aware of in the event of an emergency? (Allergies, medications, etc.)	[redacted]

AUTHORIZATION AND RELEASE

I certify that all statements on this application are true and complete to the best of my knowledge. I hereby authorize the City of Palmdale to investigate any information contained in this application. I understand that as part of the final selection process I will be required to pass a Livescan fingerprint scan submission via the California Department of Justice. I understand that information collected during this background check will be limited to that appropriate to determining my suitability

for particular types of volunteer work and that such information collected during the check will be kept confidential. I understand that false or misleading statements shall be sufficient grounds for disqualification from the City's Volunteer Program. Further, I understand that as a volunteer, I am offering my services of my own free will without any expectation of compensation, benefits, or insurance of any kind (unless otherwise noted).

I voluntarily agree to participate in this program. I hereby waive, release, and hold harmless from any liability or claims for damages for personal injury, including death, as well as from claims for property damage which may arise in connection with the above-named activity, against the supervisor, the City of Palmdale and its elected and appointed officials, agents, and employees.

I hereby agree to the Authorization and Release set forth on this day.	6/16/2026
Signature	Sandra Rojas
If you wish, you may attach a copy of your resume to this application.	*Field not completed.*

Interested individuals may apply online on the Board of Library Trustees webpage. A hard copy may be e-mailed to cityclerkdepartment@cityofpalmdaleca.gov, hand delivered or mailed directly to the Office of the City Clerk at 38300 Sierra Hwy., Ste. C, Palmdale, CA 93550 by Thursday, June 25, 2026 at 6 p.m.

Email not displaying correctly? View it in your browser.

From: noreply@civicplus.com
To: City Clerk
Subject: [EXTERNAL] Online Form Submittal: Library Board of Trustees Application
Date: Monday, June 15, 2026 8:27:19 PM

CAUTION: This email originated from outside of the organization.

Library Board of Trustees Application

Library Board of Trustees Application
The Palmdale City Council is accepting applications for two (2) Trustees to serve on the Board of Library Trustees for a three (3) year term.

The City of Palmdale is looking for engaged, motivated and community-minded applicants who understand the importance in meeting the educational, recreational, and informational needs of the community. The Board meets on the second Wednesday of each month at 5:30 p.m., in the City Hall Council Chamber located at 38300 Sierra Highway, Suite B, Palmdale. The Chair shall be entitled to One Hundred Fifty ($150) dollars, and the Members shall be entitled to One Hundred ($100) dollars.

Applicants must be a Palmdale city resident, demonstrate interest in the City Library, and attend regular meetings. The successful applicant will be required to submit and pass a Livescan fingerprint submission via the California Department of Justice. If appointed, a Statement of Economic Interests, Form 700 will also be required.

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Library Board Information:

Joyce L Williams

Name	
Address	[redacted]
City	Palmdale
Zip Code	93551
Home Number	[redacted]
Occupation	Chief Finance and Operating Officer
Business Phone	*Field not completed.*
Why are you interested in this position?	I am interested in serving on the Board of Library Trustees because I believe libraries are among the most important community anchors. Our libraries are places that expand opportunity, support lifelong learning, and create safe, welcoming spaces for people of all ages. As a Palmdale resident and someone who spends a lot of time in the library, especially when working on my doctorate and raising a youth, I care deeply about strengthening the educational, recreational, and informational resources available to our community. It is critical that the library remain an accessible resource, especially for youth and families who rely on it as a gateway to knowledge and possibility. My professional and volunteer work has always centered on service, equity, and access. Through my roles in higher education, nonprofit leadership, and community organizations, I've seen how transformative it is when institutions invest in people and provide resources that help them grow. I want to bring that same commitment to the libraries our community relies on to provide programs and services that reflect our diverse community's needs. Serving as a Trustee would allow me to contribute my governance experience, my passion for education, and my dedication to community well-being to an institution that plays a vital role in the future of Palmdale's youth.
How have you used libraries in the past?	I have relied on libraries throughout my life. First, as a key resource in completing my doctorate, and now as an essential place of discovery and support for my 13-year-old, who loves to read and participates in the library's community events.
Considering your previous experience and activities in business, labor, professional, social or other organizations,	My experiences across community service, governance, and professional leadership have prepared me to contribute meaningfully to the Library Board of Trustees. Through my volunteer work with the Hollywood Police Activities League and the Epsilon Chi Chapter of Sigma Gamma Rho Sorority, Inc., I've spent years serving youth and families and supporting literacy,

indicate what you feel are the most important experiences and abilities that qualify you for this position.	education, and community well-being. These experiences keep me grounded in the needs of the people who rely on public institutions like our library. Professionally, I bring strong governance and oversight experience from my roles in higher education and nonprofit leadership, where I have been responsible for strategic planning, community engagement, and ensuring that public-serving organizations remain accessible, equitable, and responsive. I understand how to listen to community voices, evaluate programs, and support decisions that strengthen public trust. Together, these experiences have shaped my ability to lead with empathy, accountability, and a deep commitment to expanding access to learning and opportunity for all Palmdale residents.
Have you had previous public service experience on a commission or public body?	Yes
Indicate the public agency, title of position and duties.	I currently serve as a Commissioner for the WASC Senior College and University Commission (WSCUC), a regional accrediting body responsible for ensuring educational quality, financial stability, and strong governance across colleges and universities. In this role, I participate in accreditation decisions, review institutional audits and financial statements, and evaluate compliance with standards related to fiscal integrity and internal controls. I currently serve on the audit committee and effective July 1, I will also serve as WSCUC's Audit Chair, providing leadership and oversight for audit-related matters and financial reporting. My public service experience is also shaped by my time as Vice President of Administration and Chief Financial Officer at California State University, Los Angeles, where I oversaw state-level financial operations, internal controls, compliance, and multi-million-dollar public budgets. That role required a deep commitment to transparency, accountability, and responsible stewardship of public resources
What do you hope to accomplish as a Library Trustee?	As a Library Trustee, I hope to help strengthen the Palmdale City Library as a place where everyone in our community feels welcome, supported, and inspired. I want to help ensure that our library remains a safe and accessible space for children discovering reading, youth seeking connection, adults seeking resources, and families who rely on the library as a trusted community hub. I hope to uplift programs that spark curiosity, expand learning,

	and meet people where they are, especially those who may not always have access to books, technology, or quiet spaces to learn. As a Trustee, I want to listen to our residents, understand their needs, and collaborate with other Trustees to help make thoughtful decisions that reflect the heart of our community. Most of all, I hope to contribute to a library that continues to grow with Palmdale. A community library that honors our diversity, supports lifelong learning, and remains a place where people feel seen, valued, and encouraged to explore new possibilities.
In your opinion, what is the goal of the Library Board of Trustees and what benefit does it provide to the City of Palmdale?	In my view, the goal of the Library Board of Trustees is to ensure that the Palmdale City Library remains a strong, welcoming, and responsive resource for our entire community. The Board plays an important role in safeguarding the library's mission, supporting literacy, lifelong learning, and equitable access to information while helping guide decisions that reflect the needs and values of the people who live here. The Board provides a real benefit to the City of Palmdale by serving as a bridge between the community and the library. Trustees help ensure that programs, services, and policies are thoughtful, inclusive, and aligned with residents' needs, whether that's educational support for children, safe spaces for youth, access to technology for families, or opportunities for adults to learn and connect. Through oversight, advocacy, and community engagement, the Board helps the library remain a trusted public institution that strengthens the community and fosters a sense of belonging across our city.
List your education, highest year completed, and degrees, if any?	Doctor of Business Administration Grenoble Ecole De Management Masters Business Administration Keller Graduate School of Management Masters Management Information Systems University of Illinois, Springfield Bachelor of Science, Accounting California State Los Angeles
Volunteer Information:	
REASONABLE ACCOMMODATIONS:	No
Please list all other languages you know.	
Language	*Field not completed.*
Language Skills	*Field not completed.*

Language	*Field not completed.*
Language Skills	*Field not completed.*
Specialized training/skills:	Strategic financial planning and budgeting for not-for-profit and for-profit organizations GAAP, FASB, GASB, fund accounting, and grant/endowment management Nonprofit and higher-education tax and compliance reporting (990, A-133) ERP, LMS, and information systems project management (PeopleSoft, Banner, Hyperion, Canvas) Internal control and governance frameworks (COSO, COBIT, ITIL, Sarbanes-Oxley) Risk assessment, compliance oversight, and procurement/contract negotiation Human resources and employee relations leadership
Computer Skills:	Excel, Access, PowerPoint, Other
Other	Advanced data analysis using database query, report writing, and dashboard tools (Microsoft BI, SQL, Tableau)
Is any or all of your volunteer time to be credited toward a project, certification or degree program for a school, community organization or religious program?	No
If yes, please list	*Field not completed.*
Previous Volunteer/ Work Experience as it relates to your volunteer interests:	My volunteer work has always centered on service, connection, and supporting the well-being of the communities I'm part of. I work in Los Angeles and currently serve on the board of the Hollywood Police Activities League, where I help support programs that build trust and positive relationships between police and youth. This work has given me meaningful experience engaging with young people, supporting safe spaces, and contributing to programs that strengthen community ties. I am also a proud member of the Epsilon Chi Chapter of Sigma

Gamma Rho Sorority, Inc., chartered in the Antelope Valley. Through our chapter's service initiatives—including food drives, Swim 1922 water-safety education, Youth Symposium events, and women's health programs—I've had the privilege of serving underrepresented youth and families across our community. These experiences keep me grounded in the real needs of the people who live here and reinforce my commitment to equity, access, and community uplift.

In addition, I serve on the Board of Los Angeles Pacific University as the finance committee chair, where I provide oversight on financial stewardship, governance, and long-term planning for a mission-driven institution focused on accessible education. This role has strengthened my ability to evaluate policies, support institutional accountability, and make thoughtful decisions that prioritize students and community impact.

Together, these experiences reflect my commitment to service, education, and community wellbeing, values I would bring to the Palmdale Library Board of Trustees

In Case of Emergency:	
Whom should we notify?	
Name	[redacted]
Relationship to Applicant	[redacted]
Home Phone	[redacted]
Work Phone	*Field not completed.*
Physician's Name:	in process of changing with new insurance
Phone:	*Field not completed.*
Do you have any medical history that we should be aware of in the event of an emergency? (Allergies, medications, etc.)	none

AUTHORIZATION AND RELEASE

I certify that all statements on this application are true and complete to

the best of my knowledge. I hereby authorize the City of Palmdale to investigate any information contained in this application. I understand that as part of the final selection process I will be required to pass a Livescan fingerprint scan submission via the California Department of Justice. I understand that information collected during this background check will be limited to that appropriate to determining my suitability for particular types of volunteer work and that such information collected during the check will be kept confidential. I understand that false or misleading statements shall be sufficient grounds for disqualification from the City's Volunteer Program. Further, I understand that as a volunteer, I am offering my services of my own free will without any expectation of compensation, benefits, or insurance of any kind (unless otherwise noted).

I voluntarily agree to participate in this program. I hereby waive, release, and hold harmless from any liability or claims for damages for personal injury, including death, as well as from claims for property damage which may arise in connection with the above-named activity, against the supervisor, the City of Palmdale and its elected and appointed officials, agents, and employees.

I hereby agree to the Authorization and Release set forth on this day.	6/15/2026
Signature	Joyce Williams
If you wish, you may attach a copy of your resume to this application.	[redacted]

Interested individuals may apply online on the Board of Library Trustees webpage. A hard copy may be e-mailed to cityclerkdepartment@cityofpalmdaleca.gov, hand delivered or mailed directly to the Office of the City Clerk at 38300 Sierra Hwy., Ste. C, Palmdale, CA 93550 by Thursday, June 25, 2026 at 6 p.m.

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JOYCE WILLIAMS, DBA, CISA, PMP

[redacted]

SUMMARY OF EXPERIENCE

With over twenty years of track record, I have consistently provided stable strategic leadership and oversight in financial, technology, human resources, facilities, and general administrative operations. My ability to anticipate the needs of the organization and present clear financial advice and action-oriented innovative strategies to the Board of Directors, CEO, and other senior leaders has led to significant positive outcomes. I have assessed risk to seek and set strategic and tactical direction, building positive relationships to solve complex operational and financial challenges. My collaborative approach with staff, cross-functional teams, and leadership with varying views has resulted in the successful development and implementation of strategic plans and initiatives that promote diversity, equity, inclusion, and belonging in the organization. I also serve on strategic, audit, investment, benefits and compensation, asset management, finance board committees, and WASC accreditation teams, demonstrating my commitment to service and excellence.

EDUCATION & CREDENTIALS

Doctor of Business Administration
Grenoble Ecole De Management

Masters Business Administration
Keller Graduate School of Management

Masters Management Information Systems
University of Illinois, Springfield

Bachelor of Science, Accounting
California State Los Angeles

Project Management Professional (PMP)

Certified Information Systems Auditor (CISA**)**

SKILLS

- Not-for-profit and for-profit strategic financial and budget development, planning, reporting, and analysis, creation of investment and reserve policies
- Accounting Principles (GAAP, FASB, GASB), including auditing and accounting principles and standards for fund accounting, grant and endowment management
- Not-for-profit and higher education tax, compliance and regulatory reporting (990, A-133)
- Superb communication, interpersonal, and presentation skills
- Organizational change management, strategy, and procedure development
- Information and ERP systems project management and implementation (PeopleSoft, Banner, Hyperion)
- Human resources and employee relations
- Database query, report writing, dashboard creation tools and software (Microsoft B.I., SQL, Tableau)
- Internal control and governance frameworks, including COSO, COBIT, ITIL, Sarbanes Oxley
- Procurement and contract negotiation
- Risk assessment management and compliance
- Diversity, equity, inclusion, and belonging strategic planning and implementation

PROFESSIONAL WORK EXPERIENCE

Community Partners Los Angeles, Los Angeles, CA

Chief Financial and Operating Officer **2023-Present**

Reporting to the President and CEO and in partnership with the Senior Leadership Program Team and the Board responsible for steering the financial and operational strategy of the organization, providing essential administrative and financial services to around 150 nonprofits under Community Partners 501(c)(3), enabling nonprofit leaders to concentrate on their core missions. Additionally, responsible for building the operational infrastructure to support intermediary services in partnering with foundations, corporations, government agencies, and other institutions to design, build, and manage impactful initiatives for change by finding and issuing funding to nonprofits in need to deliver their mission. Direct responsibility includes the oversight of 60 direct and 300 indirect employees, management of a $100 million budget, and oversight of the organization's finance, risk management, and daily operations, including organizational development, human resources, accounts payable, accounts receivable, grants, contracts, insurance, regulatory compliance, and information technology and security.
Accomplishments:

- To address immediate funder and project leaders' complaints as well as operational and financial concerns, achieved the following results with a focus on client and staff retention:
  - Developed and executed transparent, action-oriented, and innovative strategies to transform the organization's finance and operations functions, including transitioning outdated legacy financial, grant administration, fund management, and purchasing systems to NetSuite ERP within six months of hire and 30% below anticipated budget.
  - Restructured the grants and administration team by training staff and recruiting talent to meet deadlines required by funders, program services, and fiscal partners.
  - Appointed a client services manager and developed a team to serve as a point of contact, resolving barriers and issues before escalation to senior management.
  - Developed and implemented diversity, equity, inclusion, and belonging programs and other staff initiatives to foster inclusiveness, psychological safety, and a positive work environment.

California State University, Los Angeles, Los Angeles, CA
Vice President of Administration and Chief Financial Officer **2018-2023**
Appointed by the President to Vice President of Administration and Chief Financial Officer to oversee the university budget of approximately $400 million, including auxiliaries and the university foundation, with a divisional budget of $80 million and a team of more than 1200 workers responsible for serving as the principal advisor to the President and President's cabinet and driving strategic direction to university fiscal and administrative matters. Specific responsibilities include direct oversight of internal audit, budget, and capital modeling and planning, student financial services, procurement, public safety, facilities, risk and compliance, information technology services, human resources, diversity equity, inclusion, and belonging initiatives for university administration, project management, and administrative operations and process improvement.
Accomplishments

- Serve as executive liaison and sponsor of technology and business solutions that promote digital transformation and drive operational efficiencies through process improvement. Projects included implementing a new university budgeting and financial planning and modeling tools, a human resource recruitment system, and other sustainable, robust, responsive technologies that endorse innovation, financial transparency, and data-driven decision-making.
- Serve as executive liaison and subject matter expert to other campus administrators concerning human resources, financial and managerial accountability, compliance with applicable regulations, and financial practices, resulting in the development and implementation of (a) university training concerning financial and business risk and accountability, (b) management programs and community of practice groups to build team collaboration and to identify bottom-up opportunities to improve workplace, and (c) other staff initiatives that focus on addressing concerns of health and wellness and work-life balance.
- Developed initiatives to address staff concerns around inclusion and belonging on campus, including (a) fostering a positive relationship between public safety and campus administrators, staff, faculty, and students of color to implement and fund alternative policing strategies, such as community-based policing that creates a safe environment, (b) the development of a staff committee directed to conduct campus climate surveys and facilitate discussions around belonging on campus, to develop and implement programs and activities to eliminate barriers that disproportionately impact staff and to serve as an advisory to the President and President's cabinet.
- Restructured the division of information technology services and developed technology investment financial and budget planning models to fund innovation and academic student-centered learning through classroom technology integration

Emerson College, Los Angeles, CA
Chief Financial Affairs and Operating Officer **2016-2018**
Assistant Vice President of Administration, ELA **2015-2016**
Director of Business Operation, ELA **2014-2015**
Hired to advise and guide the Vice President and Founding Director challenged with building an infrastructure for the newly built Los Angeles campus. Responsible for setting strategic direction and the stewardship of financial resources with the focus of creating a working, learning, and living environment for faculty, staff, and 200 students in the residence that supports the college's mission. Specific responsibilities include the direct oversight of operations and capital budget planning, financial reporting and analysis, internal controls and risk assessment, technology, human resources, facilities, security, marketing and communications, student life and housing, facilities rental, community relations, and event planning.

Leadership designee to participate in the President's Council and present upon request to the Board of Trustees and President Council.

Accomplishments

- Strategic development and execution of strategic and financial plans for the Los Angeles campus to foster a culture of data-driven decision-making
- Development of diversity and inclusion programs focused on promoting a positive, diverse workforce and inclusive environment for all students, staff, and faculty.
- Spearheaded the evaluation of college H.R. business processes and the adoption and implementation of a new HRIS, managed H.R. benefits negotiation, instituted employee development and relations programs, and participated in the union negotiation of adjunct faculty contracts to increase faculty and staff retention.
- Restructured and re-negotiated third-party facilities, dining and technology contracts, and service agreements to provide 70% operational expense savings.
- Challenged to turn a profit in year 5, through cost savings measures and additional revenue resources, turned a profit in year 3.
- Restructured I.T. and directed change management of operational processes to deliver quality I.T. services. Established key metrics to support the value of I.T. and the customization of the learning management system to provide a connected learning experience that promotes student-centered learning and distance learning programs.
- Partnered with V.P. of Enrollment to develop strategic recruitment plans and dashboard status reports to identify opportunities to market to potential students on the West Coast and monitor results to meet strategic objectives
- Partnered with V.P. of Academic Affairs and Director of Post Graduate Studies in developing post-graduate studies academic programming, including the development of strategic plans that included SWOT analysis, metrics, and identification of marketing and financial resources to meet strategic objectives.
- Identified additional revenue sources and negotiated agreements and memorandum of understanding by establishing relationships and partnering with other institutions and organizations to increase domestic and international students in residence during non-peak enrollment periods and rent facilities for filming.

Azusa Pacific University, Azusa, California

Executive Director of Finance **2008-2014**

Reporting to CFO/Sr. V.P. of Operations, responsible for providing direct oversight and a positive workplace learning environment to over 20 employees. Senior leadership role with the critical responsibility of providing strategic guidance and direction to operations and capital budget planning and reporting, fiscal and tax reporting, accounting information systems, audits, risk assessments, procurement, and payroll operations. Additional key leadership responsibilities include ensuring accounting transactions (operational, grants, federal loans, endowment, trusts, debt retirements, and capital) are processed and reported in compliance with A-133, SOX, IRS, GAAP, and other U.S. international regulatory agencies. Assigned to participate in finance, budget, investment, risk assessment, benefits and compensation, asset management, and audit board committees.

Accomplishments

- Inherited a series of problems upon hire, including a lack of staff training and low morale. Groom selected staff for future more significant roles, increased the financial staff retention rate to record levels, and boosted employee morale/skills across all levels.
- Performed payroll risk assessment and spearheaded a politically charged project that required the conversion of the manual time tracking and processing of approximately 3,750 timecards bi-weekly by the business office and human resources departments to the university's first automated, integrated payroll and timekeeping system, leading to a payroll staff reduction of seven to three.

Omnicom Media Group, New York

Director of Finance **1991-2008**

Served as a senior leader in restructuring new corporate acquisitions to comply with corporate financial, technology, and operational structure.

Experiences include:

- *Corporate Reporting* to comply with SEC and SOX guidelines.
- *Forecasting* focused on business forecasting and opportunity /risk management with enhanced planning and analysis processes to support business growth in a recovering economy.
- *Project Management*: Entrusted by Corporate Operations to personally select and direct a management team for establishing and implementing financial and workflow databases for newly acquired agencies.
- *System Implementation*
- *Internal Controls,* including establishing internal control guidelines in accordance with the COSO framework

VOLUNTEER and BOARD DESIGNATIONS

Los Angeles Police Department Activity League- Board Member
Los Angeles Pacific University – Board Member, Chair of Finance Committee
WASC Senior College and University Commission – Commissioner, Chair of Audit Committee
Epsilon Chi Sigma, Sigma Gamma Rho Inc. – Chapter Grammateus

City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **DEPARTMENT OF HUMAN RESOURCES**

DISTRICT: **ALL**

SUBJECT: **ADOPT RESOLUTION NO. CC 2026-031, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE APPROVING A MEMORANDUM OF UNDERSTANDING WITH THE CALIFORNIA TEAMSTERS, LOCAL 986, GENERAL UNIT EMPLOYEES, FOR A FIVE-YEAR TERM THROUGH JUNE 30, 2031**

RECOMMENDATION

Staff recommend that the City Council:

1. Adopt Resolution No. CC 2026-031, a Resolution of the City Council of the City of Palmdale approving Agreement No. A-9903, a Memorandum of Understanding (MOU) with General Unit Employees in the Maintenance Division of the Public Works Department and the Parks & Recreation Aquatics Section represented by the California Teamsters, Local 986, as presented.

BACKGROUND

The current MOU (Agreement No. A-7506) with Teamsters Local 986 expired on June 30, 2026, and was mutually extended through July 31, 2026. Since January 2026, the City's negotiation team has met and conferred on numerous occasions with representatives of Teamsters Local 986 (formerly Teamsters Local 911), which represents the General Unit employees, to negotiate a successor MOU (Agreement No. A-9903). Those negotiations have resulted in a tentative agreement.

In accordance with the provisions of the Meyers-Milias-Brown Act (MMBA), which provides employees with the right to representation regarding wages, hours, and other terms and conditions of employment, the modified terms and conditions agreed to in a tentative agreement were presented as updates to the City Council during Closed Session to ensure alignment with the goals for negotiations.

DISCUSSION

The agreement reached with the representatives of Teamsters Local 986 represents a five-year agreement, beginning July 1, 2026, through June 30, 2031.

As a result of meeting and conferring with representatives of Teamsters Local 986 employees, key revisions to the current terms and conditions of the current MOU are proposed and hereby submitted for the City Council's consideration as follows:

- California Teamsters recognition language updated (Local 911 → Local 986)
- Five-year term: July 1, 2026 – June 30, 2031
- Revenue contingency language amended to include property taxes
- Duty Phone/Callback program expansion to include Community Preservation Program and Aquatics
- Boot allowance increased from $200 to $300/year
- Pant allowance increased from $125 to $200/year
- License/Certification Stipend increases:
    - $25 to $40/month if an employee holds one of the above-listed licenses/certifications
    - $40 to $60/month if an employee holds two of the above-listed licenses/certifications
    - $60 to $80/month if an employee holds three of the above-listed licenses/certifications, subject to approval by the Department Director.
    - $80 to $100/month if an employee holds four or more of the above-listed licenses/certifications, subject to approval by the Department Director.
- Salary Increases (16% over 5-year Term):
    - FY 2026-27 COLA: 4%
    - FY 2027-28 COLA: 3%
    - FY 2028-29 COLA: 3%
    - FY 2029-30 COLA: 3%
    - FY 2030-31 COLA: 3%
- Deferred Compensation match increased from $100 to $200/month; the employee must contribute a minimum of $100 to qualify.
- One-time, non-CalPERSable discretionary flat sum payment of $500 full-time and $250 part-time.
- An additional day off to be used during the month of the employee's birth. This is a use-it-or-lose-it benefit and cannot be accrued/banked.

In return, Teamsters Local 986 tentatively agreed to:

<u>Probationary Employees</u> – Currently, the probationary period is six (6) months. The City is expanding the probationary period to one (1) year, and employees are not able to apply for another position, promotion, or request a transfer until they complete probation.

Floating Holiday Accrual Bank Cap - Currently, there is no cap on Floating Holiday accrual banks. City is implementing accrual bank cap as follows:

- 680 Hour cap on existing employees, with a two-year phased approach to bring all accrual balances to 680 hours max as of June 30, 2028
- 340 Hour cap for all new hires on/after July 1, 2026

Part-time Sick Leave – Currently, unbenefited, seasonal, and variable-hour employees receive forty (40) hours of paid sick leave on July 1st for use each fiscal year. New hires receive forty (40) hours of sick leave on their first day of employment. City is changing the sick leave accrual policy from front-loaded to accrual-based, with an accrual formula of 1 hour of paid sick leave earned for every 20 hours worked.

This successor agreement will apply to all employees in the California Teamsters, Local 986, General Unit Employees bargaining group. A one-time flat sum payment to represented employees has been tentatively approved as follows:

- $500 for full-time
- $250 for part-time

Therefore, it is recommended that the City Council consider the proposed revisions to the terms and conditions of the MOU with General Unit Employees represented by the California Teamsters Local 986 and approve Resolution No. CC 2026-031.

FISCAL IMPACT

Implementation of the salary increases negotiated in the MOU is reflected in the table below for each contract year and separates out the cost for the one-time payment to bargaining unit employees in FY 2026-27.

Year	BU Salary & Benefits
Year 1 – 4%	$424,841
Year 2 – 3%	$331,376
Year 3 – 3%	$341,317
Year 4 – 3%	$351,557
Year 5 – 3%	$362,103
16% Total for 5-Year Term	**$1,811,195**

Summary – Total Estimated Fiscal Impact

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Total for 5 Years
Wages – COLA	$424,841	$331,376	$341,317	$351,557	$362,103	**$1,811,195**

Year	Year 1	Year 2	Year 3	Year 4	Year 5	Total for 5 Years
One-Time Bonus	$50,500	$0	$0	$0	$0	**$50,500**
Deferred Compensation	$242,400	$242,400	$242,400	$242,400	$242,400	**$1,212,000**
Boot Allowance	$30,300	$30,300	$30,300	$30,300	$30,300	**$151,500**
Licenses/Certifications	$72,720	$72,720	$72,720	$72,720	$72,720	**$363,600**
Pant Allowance	$20,200	$20,200	$20,200	$20,200	$20,200	**$101,000**
Floating Holiday Cap	$0	$0	($30,920)	$0	$0	**($30,920)**
Day-Off During Birth Month	$20,500	$21,320	$21,950	$22,610	$23,290	**$109,670**
Total for 5-Year Term	**$861,461**	**$718,316**	**$697,967**	**$739,787**	**$751,013**	**$3,768,545**

STRATEGIC PLAN

Goal IV: Maintain a desirable community where everyone wants to live, work, and play.

C. Invest in staff and other human resource strategies to attract and retain a highly qualified, diverse, and creative workforce.

Prepared by: Yvette Barrios, Director of Human Resources
Certified as to availability of Funds: Janelle Samson, Deputy City Manager
Approved by: Salvador Mendez, City Manager
Approved as to form: Alexandra Severino, City Attorney

ATTACHMENTS

Reso. No. CC 2026-031
Agrmt No. A-9903 with Teamsters Local 986, General Unit Employees

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2026-031

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE APPROVING A MEMORANDUM OF UNDERSTANDING WITH THE CALIFORNIA TEAMSTERS, LOCAL 986, GENERAL UNIT EMPLOYEES, FOR A FIVE-YEAR TERM THROUGH JUNE 30, 2031

WHEREAS, the City of Palmdale ("City") is a public agency subject to the provisions of the Meyers-Milias-Brown Act (California Government Code Sections 3500–3511), which provides public employees the right to representation in matters relating to wages, hours, and other terms and conditions of employment; and

WHEREAS, the City of Palmdale has an established employee bargaining unit for the purpose of collective bargaining and maintaining effective labor relations; and

WHEREAS, the City's negotiating team met and conferred with the California Teamsters Local 986 (formerly Teamsters Local 911) representatives for the General Unit Employees, on numerous occasions to discuss terms and conditions of employment; and

WHEREAS, the City and Teamsters Local 986 have agreed to the terms set forth in the attached Memorandum of Understanding, Agreement No. A-9903, attached hereto as "Exhibit A".

NOW THEREFORE, BE IT RESOLVED THE CITY COUNCIL OF THE CITY OF PALMDALE HEREBY DOES HEREBY FIND, DETERMINE, RESOLVE AND ORDERS AS FOLLOWS:

Section 1. The Memorandum of Understanding, Agreement No. A-9903, between the City of Palmdale and the California Teamsters Local 986, attached as Exhibit A, is approved and adopted by the City Council and the City of Palmdale.

Section 2. The City Council declares that this resolution supersedes Agreement A-7506, which represents the previous Memorandum of Understanding between the City and the Teamsters Local 986 (formerly Local 911) for the General Unit Employees.

Section 3. In accordance with Title 2 of the California Code of Regulations, Section 570.5, and the requirements of the California Public Employees Retirement System, the salary schedules for the Teamsters Local 986, as set forth in Appendix A of the Memorandum of Understanding, are approved and adopted.

Section 4. The City Clerk of the City of Palmdale shall certify the passage and adoption of this resolution, and its approval by the City Council shall cause the same to be listed in the records of the City.

PASSED AND ADOPTED

PASSED, APPROVED and **ADOPTED** this 7th day of July, 2026.

_____
Eric Ohlsen, Mayor

APPROVED AS TO FORM:

_____
Alexandra Severino
City Attorney

ATTEST:

_____
Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of the City of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 7th day of July 2026 by the following roll call vote:

AYES: _____

NOES:_____

ABSTAIN:_____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

City of Palmdale

and

Teamsters Local 986 Employee Group

Memorandum of Understanding
(Agreement No. A-9903)

July 1, 2026 – June 30, 2031

City Council Approved
July 7, 2026

PALMDALE

CITY OF PALMDALE & TEAMSTERS LOCAL 986
EMPLOYEE BARGAINING GROUP

NEGOTIATIONS 2026

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We the undersigned, duly appointed representatives of the City of Palmdale ("City") and of the California Teamsters Local 986 ("Union"), a recognized employee organization, having met and conferred in good faith in accordance with the Meyers-Milias-Brown Act, have reached an Agreement which is to be submitted to the City Council of the City of Palmdale for approval, jointly prepare and execute, the following written Memorandum of Understanding ("MOU" or "Agreement").

ARTICLE I: GENERAL PROVISIONS

Section I.1 Parties to the Memorandum of Understanding

This MOU is entered into by and between the City and the Union.

Section I.2 Recognition

The California Teamsters Union Local 986 (formerly Local 911) is hereby acknowledged by the City of Palmdale as the certified, exclusive and recognized employee organization representing all full-time and unbenefited part-time employees working in both the City's Maintenance Division of the Department of Public Works (DPW) and the Aquatics Division of the Parks & Recreation Department in the classifications listed in Exhibit A, consistent with Public Employment Relations Board (PERB) Decision No. 2203-M and 2203a-M:

A. **Elimination of Custodian Classification by Attrition:** The parties agree that the classification of Custodian will be contracted out by attrition. When a position in the Custodian classification becomes vacant for any reason, the City will contract out that position, and the position will be eliminated from the bargaining unit. The parties agree in advance that City modification of the scope of services to be performed by the contractor and City modification of the scope of services to be performed by any and all remaining employees in the Custodian classification will not be subject to further meet and confer or bargaining processes. The Union has agreed to this contracting out by attrition. The City will advise the Union in writing when a position in the Custodian classification becomes vacant, but the Union agrees that it has waived any right to negotiate over the contracting out of that position. If the contracting out of a vacant Custodian position will cause any significant impact on the wages, hours, or working conditions of the employees in the Custodian classification, the City will so advise the Union, and the Union may request to meet and confer over the impact. However, the right to meet and confer over the impact shall in no way be interpreted as a right to meet and confer over the decision to contract out the vacant Custodian position and remove it from the bargaining unit, or to delay the contracting out of that vacant Custodian position. The City agrees not to contract out a position in the Custodian classification that is filled. The City retains its right to remove an employee for disciplinary reasons as set forth in this MOU and the City's Human Resources Rules & Regulations, and to fill the vacancy created as outlined above.

Section I.3 Purpose

The parties agree that the purpose of this MOU is to promote and provide harmonious relations, cooperation and understanding between the City of Palmdale and the employees covered herein; to provide an orderly and equitable means of resolving differences which may arise under this MOU, and to set forth the full agreements of the parties reached as a result of meeting and conferring in good faith regarding matters within the scope of representation (wages, hours, or working conditions) for employees represented by the Union. Except as specifically amended by this Memorandum, the City's Human Resources Rules & Regulations remain in full force and effect. Changes to Administrative Policies and Department Procedures that are within the scope of representation shall require a Meet and Confer.

Section I.4 Term of Agreement

This Agreement shall be effective as of July 1, 2026, and shall remain in full force and effect until June 30, 2031. The parties will notify each other of a desire to modify or terminate this Agreement no later than December 31, 2030. Negotiations will be scheduled promptly following any such notification.

Section I.5 Waiver of Bargaining During Term of this Agreement

Except where required by the terms of this MOU, the parties mutually agree that they will not seek to negotiate or bargain in regard to wages, hours, and terms and conditions of employment, whether or not covered by this Memorandum or in the negotiations leading thereto, and irrespective of whether or not such matters were discussed or were even within the contemplation of the parties hereto during the negotiations leading to this MOU. Regardless of the waiver contained in this Article, the parties may, however, by mutual agreement, in writing, agree to meet and confer about any matter during the term of this MOU.

Nothing in this waiver shall be interpreted to waive the Union's right to request a Meet and Confer over any changes that materially affect wages, hours, or working conditions.

Section I.6 Management Rights Reserved

The City retains the exclusive right to manage and direct City services, the performance thereof, and the work force performing such services as defined in Section 12 - Management Rights in the City's Human Resources Rules & Regulations, which have not been expressly abridged by specific provisions of this Memorandum of Understanding or by law. The exercise by the City through its Council and management representatives of its management rights shall not in any way, directly or indirectly, be subject to the grievance procedure.

The City has the express right:

1. To determine the standards and levels of services to be rendered, operations to be performed, uses of technology and equipment, means and methods of operations, overall fiscal matters, including, but not limited to, the right to contract or subcontract any work, services, or operations of any agency or department;

2. To determine the policy of all departments and agencies of the City, including the right to manage and direct the affairs of all agencies and departments in all respects;

3. To hire, promote, transfer, assign, and retain employees and to suspend, demote, reduce pay, dismiss, or take disciplinary action against employees of the City;

4. To direct and manage the employees of all City agencies and departments;

5. To determine the appropriate job classifications, organizational structure, and level of personnel by which the operations of all City agencies and departments are conducted;

6. To determine the mission of its constituent departments, commissions, boards, and issues of public policy;

7. To set standards and levels of service;

8. To establish and enforce dress and grooming standards;

9. To layoff, reduce in force, and relieve employees from duties, because of lack of work or funds, because conditions where continued work would be ineffective or inefficient in terms of the use of resources to meet public needs, or for any other legitimate reason;

10. To maintain the efficiency of governmental operations;

11. To determine the methods, means, and numbers of kinds of personnel by which City operations are to be conducted;

12. To determine the size and composition of all departments and to establish work schedules and assignments;

13. To take whatever actions may be necessary to carry out the mission of the City agencies and departments;

14. To establish and promulgate rules and regulations, policies, and procedures relating to productivity, efficiency, conduct, and safety, as well as policies and procedures designed to comply with applicable jurisdiction and legislative enactments;

15. To determine the content and intent of job classifications;

16. To determine methods of financing;

17. To determine style and/or types of City-issued apparel, equipment, or technology to be used;

18. To determine and/or change the facilities, methods, technology, means, organization structure, and size and composition of the workforce and allocate and assign work by which the City operations are to be conducted;

19. To determine and change the number of locations, relocations, and types of operations, processes, and materials to be used in carrying out all City functions, including, but not limited to, the right to contract or subcontract any work or operations of the City;

20. To assign work to and schedule employees in accordance with requirements as determined by the City and to establish and change work schedules and assignments upon reasonable notice;

21. To establish and modify productivity and performance programs and standards;

22. To conduct investigations into workplace and employee conduct in any manner deemed reasonably appropriate;

23. To reprimand employees or to withhold salary and benefits or otherwise discipline employees in accordance with applicable law;

24. To place an employee on administrative leave with or without pay at any time and at the sole discretion of the appointing authority;

25. To establish employee performance standards, including, but not limited to, quality and quantity standards, and to require compliance therewith and to take all necessary actions to carry out its mission in emergencies;

26. To exercise complete control and discretion over its organization and the technology of performing its work; and

27. To establish reasonable work and safety rules and regulations in order to maintain the efficiency of City services.

Section I.7 <u>Peaceful Performance of City Services</u>

It is mutually understood and agreed that any employee's participation in a strike or concerted work stoppage terminates the employment relationship, unless an authorized management official specifically waives such termination in writing.

A. It is further understood and agreed that none of the parties hereto will participate in or encourage, assist, or condone any strike, concerted work stoppage, cessation of work, slow-down, sit-down, stay-away, illegal picketing, or any other illegal form of interference with or limitation of the peaceful performance of City services.

B. In the event that there occurs any strike, concerted work stoppage, cessation of work, slow-down, sit-down, stay-away, illegal picketing or any other illegal form of interference with or limitation of the peaceful performance of City services, the City, in addition to any other lawful remedies or disciplinary actions, may by action of the City Manager, upon twenty-four (24) hours-notice, prohibit the use of bulletin boards, prohibit the use of City facilities, and prohibit access to former work or duty stations.

C. The protection of the public health, safety, and welfare demands that neither the employee organization, nor any person acting in concert with them, will cause, sanction, or take part in any strike, walk-out, sit-down, slow-down, stoppage of work, illegal picketing, retarding of work, abnormal absenteeism, withholding of services, or any other illegal interference with the normal work routine. The provisions of this article shall apply for the same term as this Agreement, or during any renewal or extension thereof. Violation of any provision of this MOU by either party shall be cause to terminate this Agreement, in addition to whatever other remedies may be available under the law or in equity.

D. The City agrees that there shall be no general lock-out of bargaining unit members during the term of this Agreement, or during any renewal or extension thereof. Both parties agree to exercise good faith in complying with all the terms and conditions of this MOU.

Section I.8 <u>Validity of Memorandum of Understanding</u>

If any provision of this MOU is determined to be invalid or illegal by a court of competent jurisdiction, then such provision shall be severed from this MOU, but the remainder hereof shall remain in full force and effect. The parties hereto shall immediately commence to, in good faith, negotiate for the purpose of replacing any such invalid or illegal provision.

Should any change be made in any Federal or State law, or in any rules and regulations implementing such legislation, or in any City Charter provision which would be applicable and contrary to any provision herein contained, then such provision of this MOU shall be automatically terminated, but the remainder of this MOU shall remain in full force and effect. Such legislation and/or rules and regulations shall supersede this MOU, and applicable clauses shall be substituted for those ruled invalid or illegal. The parties hereto shall immediately commence negotiations to replace any such invalid or illegal provision.

Section I.9 <u>Captions for Convenience</u>

The captions herein are for convenience only and are not a part of the MOU and do not in any way limit, define, or amplify the terms and provisions hereof.

Section I.10 Non-Discrimination/Harassment and Equal Employment

The Union and the City agree to adhere to the workplace policies set forth in the City's Administrative Policies and Human Resources Rules & Regulations regarding anti-discrimination and anti-harassment, as well as applicable Federal and State anti-discrimination and equal employment opportunity laws.

Employees shall not be subject to intimidation, retaliation, coercion, or discrimination for exercising their legitimate rights under these policies.

Section I.11 Definitions

A. **Appointing Authority**: The City Manager or his or her designee. The appointing authority may delegate all duties, responsibilities, powers, and authority granted him or her by this Agreement, the City's Human Resources Rules & Regulations, and the administrative instructions, policies, regulations, procedures, or orders promulgated pursuant to the City's Human Resources Rules & Regulations.

B. **Business Day**: The City's regular hours of operation are Monday through Thursday, 7:30 am – 6:00 pm.

C. **City**: The City of Palmdale.

D. **Compensatory Time**: Time off from work in lieu of monetary payment for overtime work (Commonly referred to as CTO).

E. **Day**: Calendar day unless otherwise specified.

F. **Disciplinary Action**: The dismissal, involuntary demotion, reduction in pay, or disciplinary suspension of a full-time employee for violation of this MOU, or any of the City's rules, administrative policies, regulations, or procedures.

G. **Employee**: A member of the City of Palmdale Public Works Maintenance Division and Parks & Recreation Aquatics Division bargaining units.

H. **Full-Time Employee**: An employee (as defined above) who has successfully completed the probationary period established for the position, who is employed for an indefinite period of time, and who is regularly scheduled to work at least thirty-two (32) hours each workweek.

I. **Furlough**: The week between Christmas and New Year's Day is an unpaid furlough, with the exception of Christmas Eve, Christmas Day, New Year's Eve, and New Year's Day, which are paid City holidays. Employees may use their accrued leave (except sick time) in lieu of going without pay during the furlough.

J. **Grievance**: A charge filed by an employee that a provision of this MOU has been violated.

K. **Hours Worked**: Hours during which an employee is performing his or her job duties as directed by the City.

L. **Immediate Family**: The employee's spouse/registered domestic partner and the parent (biological, foster, or adoptive parents), parents-in-law, stepparent, legal guardians, or individuals who stood in loco parentis to the employee, child (biological, adopted, foster children, stepchildren, legal wards or children of a domestic partner), grandparent, grandchild, sibling, or a designated person in accordance with applicable law.

M. **Nonexempt Employees**: Employees who are entitled to receive overtime compensation as provided by federal law and these rules.

N. **Overtime Work**: Assigned and authorized work performed by a nonexempt employee in excess of forty (40) hours worked in the workweek.

O. **Probationary Employee**: All full-time and promotional appointments shall be tentative and subject to a probationary period of one (1) year. The appointing authority may not extend the probationary period. During the probationary period, an employee's employment may be rejected at any time by the appointing authority without cause or notice and without the right of appeal. An employee must pass probation before applying for another City position, promotion, or requesting a transfer.

P. **Rules, Policies, and Departmental Procedures**: The Administrative Policies, Human Resources Rules & Regulations, Salary & Benefits Policy, and Departmental Procedures of the City of Palmdale.

Q. **Termination of Employment**: The cessation of an employee's employment with the City as a result of a layoff, resignation, dismissal, rejection during probation, or other reason.

R. **Unbenefited Part-Time**: An employee employed in an Unbenefited Part-Time position on an indefinite basis. Unbenefited Part-Time Employees may not work over 28 hours per week, and may not work more than 960 hours per fiscal year, unless the position is excluded from the City's contract with the California Public Employees' Retirement System ("CalPERS"). Unbenefited Part-time Employees do not serve a probationary period. They are at-will and are not subject to the disciplinary process and "Skelly" Process.

S. **Union**: California Teamsters Local 986

T. **Workday**: The scheduled number of hours an employee is required to work per day.

U. **Workweek**: The seven-day period designated for the purpose of calculating overtime for non-exempt employees begins at 12:00 am on Monday and ends at 11:59 pm on Sunday.

Section I.12 Payments at Separation

When employees covered herein leave the service of the City, they shall be paid for all accrued vacation, compensatory time, and floating holiday time. No claim shall be made against the City for the use or payoff of unused sick leave, nor shall the effective date of termination be extended for any reason or purpose. Accrued paid leave shall be paid according to the City's Pay Schedule based on the employee's separation date.

Section I.13 Seasonal Schedule: Parks & Recreation Aquatics Maintenance Staff
Aquatic Maintenance employees shall be assigned to a peak-season summer schedule annually, beginning the Monday immediately preceding Memorial Day and ending the third Sunday in September.

During this period, work schedules, including but not limited to days, hours, and shifts, will be set by the City to ensure safe and reliable operations. The City shall provide notice to the union when an adjustment to schedules is required due to operational requirements. While the City shall provide notice of schedule changes when practicable, adjustments may occur on short notice when necessary to maintain service levels. Nothing in this provision limits the City's authority to assign or modify work schedules at any time in accordance with Management Rights, Section 1.06.

Section 1.14 Layoff

For each class of positions, employees will be laid off in the following order: temporary, probationary, part-time, and full-time. Temporary and part-time employees will be laid off in accordance with the service's needs, as determined by the appointing authority.

In cases where there are two or more employees in the classification from which the layoff is to be made, the employee with the least amount of seniority will be laid off first. For purposes of order of layoff, "seniority" is defined as continuous total time employed by the City in the employee's current position. Service shall be deemed continuous if not broken by an absence exceeding one year. In the event that an employee's total time employed in their current position is less than their total time employed by the City, the Human Resources Director, in collaboration with departmental leadership, shall determine the layoff order based on past performance as determined in their sole discretion.

ARTICLE II: COMPENSATION

Section II.1 Wages

Subject to the limitations and conditions set forth in this Section, wages will be as follows:

Effective the first day of the first full pay period following July 1, 2026, employees will receive a four percent (4%) cost-of-living increase (COLA).

Effective the first day of the first full pay period following July 1, 2027, employees will receive a three percent (3%) cost-of-living increase (COLA).

Effective the first day of the first full pay period following July 1, 2028, employees will receive a three percent (3%) cost-of-living increase (COLA).

Effective the first day of the first full pay period following July 1, 2029, employees will receive a three percent (3%) cost-of-living increase (COLA).

Effective the first day of the first full pay period following July 1, 2030, employees will receive a three percent (3%) cost-of-living increase (COLA).

All COLAs provided in this Section are contingent on annual sales and property tax revenues not dropping more than five percent (5%) in a fiscal year compared to the prior fiscal year. If annual sales tax revenue decreases by 5% but less than 10% from one fiscal year to the next fiscal year, the City retains the right to downward adjust the COLA by one-half of a percentage point. If annual sales tax revenue decreases by 10% or more from one fiscal year to the next fiscal year, the City retains the right to downward adjust the COLA by one (1) percentage point. If the City voluntarily reduces sales and property tax revenues, this will not impact our agreement. Upon request, the City shall provide budgetary data reflecting the decrease in fiscal year sales and property tax revenues compared to the prior fiscal year to the union.

Teamsters Local 986 agrees to this COLA reduction as long as the general employees as a whole do not receive a higher annual COLA increase in a year in which there is a downward adjustment.

Section II.2 <u>Overtime</u>

A full-time nonexempt employee's normal workweek shall be forty (40) hours. The schedule of work shall be established and may be modified by the appointing authority. A nonexempt employee may be required to perform service in excess of 40 hours in a workweek. A non-exempt employee will not work overtime without supervisorial approval.

Whenever a nonexempt employee works in excess of forty (40) hours in a workweek, the employee will be compensated for such overtime work at the rate of one and one-half (1 1/2) times the hours worked. With the exception of holidays, overtime compensation shall be based on hours worked, not hours paid. If accrued banked time is used during the workweek, overtime compensation will be calculated at the straight-time rate. Holidays will be included in the calculation of "hours worked" for overtime purposes. For purposes of including holidays, the day the City observes the holiday will be considered, and not the date of the actual holiday.

Section II.3 Working Out of Classification

With the approval of the Director of Human Resources, the Departmental Director may assign regular employees to a higher-level classification in the case of unusual extended leaves and/or vacancies of 15 consecutive calendar days or more as a professional growth and development opportunity. The employee must meet the minimum qualifications for the higher position to qualify for an out-of-class assignment. The assignment may last for a maximum of six consecutive months. The Human Resources Director may approve extending the length of an Out-of-Class assignment. The Departmental Director must present requests for an Out-of-Class assignment to the Human Resources Director in advance and receive the Human Resources Director's approval before the employee is appointed to a higher-level classification.

Employees appointed to an Out-of-Class assignment will be compensated with either a 5% increase or at Step A of the assigned classification, whichever is greater. Benefit levels will remain unchanged for the duration of the Out-of-Class assignment. Compensation changes will be effective on the first day of the third week of the Out-of-Class assignment and continue through the end of the assignment.

Section II.4 Compensatory Time Off (CTO)

Compensation for overtime hours may be granted in either compensatory time off (CTO) or overtime pay, at the employee's option. Compensatory time shall accrue at the rate it was earned (time and a half or straight time), to a maximum amount of 120 hours.

Once an employee has accumulated 120 hours of compensatory time, the employee shall be paid cash for all additional overtime worked until the compensatory time accumulated falls below 120 hours.

An employee may use CTO with the prior approval of the employee's department head, or the department head's designee, with due regard to the employee's wishes and the needs of the department. The City may deny a CTO request or postpone an employee's CTO, depending on the City's needs. The CTO request will not be unreasonably denied.

Terminated employees shall be paid accrued compensatory time. Compensatory time may be used before the effective date of a layoff, retirement, resignation, or termination. If an employee's sick leave has been depleted, accumulated compensatory time may be used for sick leave purposes at the discretion of the appointing authority.

Employees are not required to exhaust CTO before using other paid leaves of absence.

Section II.5 Duty Phone / On-Call / Callback Policy

A. Establishment of Extreme Weather Conditions Task Force

The parties have agreed to establish an "Extreme Weather Conditions Task Force," which is intended to be used on an as-needed basis when extreme weather

conditions make it likely that employees will need to be on standby on a larger scale than is typical.

B. **Duty Phone/On-Call Policy**

Management, including appropriate consultation with Senior or Leads, will determine qualifications for designation as an employee authorized to serve in a Duty Phone capacity. Management will assign one Duty Phone assignment in each of the Sections/Divisions noted below:

Maintenance Division of the Public Works Department: Streets section, Utility Maintenance section, Facilities section, Landscape section, Parks section, Traffic Signals section, and Community Preservation Program section.

Parks and Recreation Department: Aquatics Maintenance Division.

1. Participation

Participation in Duty Phone assignments will be voluntary, except as provided below.

Stewards will work with division managers to ensure a fair and equitable rotation for employees who choose to participate.

2. Mandatory Duty Phone Assignments

When voluntary participation in Duty Phone assignments fails to sufficiently meet staffing requirements, mandatory assignments will be made on a rotational basis among employees authorized to perform Duty Phone assignments.

C. **Duty Phone Term of Duty**

1. Qualified employees will be scheduled for a minimum seven-day tour of Duty Phone.

2. Duty Phone assignments will be rotated such that no employee serves more than two consecutive seven-day Duty Phone assignments without approval of management.

3. Employees must be available to respond to calls during all assigned Duty Phone hours, except in situations as noted in Section E.

4. Duty Phone assignments begin with the regular work schedule starting time on Tuesday and end at the start of the regular workday seven days later.

5. Normal workweek Duty Phone hours are from the end of the regular workday until the beginning of the regular business hours of the following day.

6. Duty Phone hours for Saturday, Sunday, and City-designated holidays begin at the conclusion of the previous workday and continue to the beginning of the next regular business hours of the scheduled workday.

7. Duty Phone hours will not be considered as “hours worked,” nor included in the calculation of “hours worked” for purposes of overtime calculations.

D. **Duty Phone Lists**

Management shall, in its discretion, determine which employees are eligible to be assigned to the Duty Phone assignment lists. Management may remove employees from the Duty Phone list if the employee is no longer available or qualified (e.g., medical condition that would prevent the employee from performing their required duties; relocation outside the reporting area; loss of required certification, etc.) to be assigned to the Duty Phone assignment.

Management will maintain Duty Phone lists of employees qualified to serve on Duty Phone assignments. Separate lists will be maintained for each operational section/division that requires Duty Phone response, as determined by management.

Employees placed on the Duty Phone list must meet the following requirements:

1. Employee must be available to respond to the site of an emergency callback immediately.

2. Qualified, full-time (completed probation) employees are eligible for the Duty Phone list in their respective section/division.

E. **Substitutions for Duty Phone Duty**

1. An employee wishing to exchange Duty Phone assignment weeks is responsible for obtaining coverage for the week that duty is assigned and requesting approval in advance of the start of the Duty Phone week. Except in the case of illness or other emergency circumstances in which an employee cannot finish his/her assigned duty, any change or substitution to the Duty Phone list must be made for an entire week of duty.

2. Notification of substitutions must be made to the section/division Superintendent/Manager within a reasonable time before the tour of Duty Phone is served. Substitutes must be fully qualified to fulfill the Duty Phone assignment.

3. Employees assigned Duty Phone duty are responsible for obtaining qualified relief in the event they are unable to fulfill their assigned duty. If unable to obtain relief, the original Duty Phone assignee must serve the assigned duty.

4. In case of illness or other emergency circumstances in which an employee cannot finish his/her assigned duty, the employee on Duty Phone assignment shall contact the section/division Superintendent/Manager, who has the responsibility to assign an employee to provide coverage for the duty. Where feasible, the section/division Manager will contact the next person on the Duty Phone list.

F. **Duty Phone Compensation**

Duty Phone compensation will be paid on the basis of a seven-day Duty Phone assignment.

1. Two (2) hours at the employee's regular hourly rate of pay per day, Monday through Thursday, and four (4) hours at the employee's regular hourly rate of pay on Friday, Saturday, Sunday, and City-recognized holidays when City Hall is closed, per seven-day period assigned to Duty Phone status.

2. Duty Phone compensation will be paid on the first full pay period following the end of a tour of Duty Phone duty.

3. In the event of a substitution for Duty Phone assignment, the employee substituting will be compensated on an hour-for-hour basis for the Duty Phone period served. The employee who was unable to complete the entire week of assignment will have his/her Duty Phone compensation prorated.

G. **Procedural Requirements**

1. ***Duty Phone***

   a. The employee assigned to Duty Phone shall be provided with a City-issued Duty Phone, and the employee is expected to keep the Duty Phone charged and with him/her at all times during their Duty Phone assignment.

   b. The Duty Phone is designated as the after-hours phone that will initially answer all after-hours calls.

   c. Each respective section/division is designated as an after-hours emergency phone that will answer all after-hours calls.

   d. All employees assigned to Duty Phone will respond to all callouts in an appropriate City uniform and equipped with proper safety equipment. If additional personnel are needed for the callout incident, the employee assigned to the Duty Phone shall be responsible for contacting appropriate additional personnel.

   e. The employee assigned to the Duty Phone should record each call received as hours worked. If the call necessitates a return to the work site, then the compensation procedures for callback will supersede this provision.

f. The employee assigned to Duty Phone is also responsible for contacting appropriate management employees, in his/her discretion. Each respective section/division Superintendent/Manager may impose additional procedures that are not inconsistent with these procedures, such as designating situations in which notification to a manager is mandatory.

g. An employee assigned to Duty Phone shall be free to utilize his/her time as desired, but must refrain from activities which might impair the employee's ability to perform assigned duties, including, but not limited to, drinking alcohol.

2. ***Utility Maintenance Duty Phone***

a. If additional personnel are needed for the callout incident, the employee assigned to Utility Maintenance Duty Phone shall be responsible for contacting appropriate additional personnel.

In the event the employee assigned to the Utility Maintenance Duty Phone needs assistance with a callback, he/she shall call the employee next on the duty phone schedule.

In the event of a sanitary sewer overflow (SSO) incident, all Utility Maintenance staff shall be called to respond by the employee on Utility Maintenance Duty Phone.

H. **Vehicle Availability**

1. The City will provide a fully equipped vehicle for use by Duty Phone personnel; the Duty Phone assignee will ensure that the vehicle is fully equipped for possible standby calls at the conclusion of the normal work assignment. The Duty Phone duty employee will be allowed a reasonable period of time to ensure that the Duty Phone vehicle is fully equipped for Duty Phone duty.

2. ***Designation and Usage of City Vehicles for Duty Phone:***

a. There is a designated vehicle for the employee assigned to the Duty Phone to use while on the Duty Phone assignment.

b. Duty Phone vehicles will be designated with a "24-Hour Response Vehicle" designation at all times while the vehicle is being used in a Duty Phone or Standby status.

c. City Vehicle usage will be consistent with existing City of Palmdale vehicle use requirements.

d. Duty Phone personnel may use the vehicle for personal use and will notify their manager thereof; non-City personnel are not authorized to use or ride as a passenger in the City vehicle.

e. Personal items or equipment may only be transported in the City Vehicle if they do not hinder the effective use of the vehicle and its equipment for Duty Phone responses.

I. **Duty Phon/Callback Premium Pay**

1. All employees may be called back to work. When additional personnel are needed, the employee(s) assigned to an appropriate standby list shall be the first to be called back. Other employees should be called back only if the standby employee(s) do not possess the technical abilities needed to respond to the callback, or if additional resources are required. An employee not on standby is not obligated to return to work, except in an emergency situation. No employee should return to work if he/she is under the influence.

2. When an employee is released from work following a normal shift, leaves the work site, and is called to return to duty, the employee shall receive a minimum premium time/pay that is equal to two hours of the employee's base hourly rate or the actual time worked at the rate of one and one-half (1 1/2) times the hours worked, whichever is greater. When subsequent callouts occur within the initial two-hour callback period, the callbacks shall be considered part of the original callback for minimum compensation purposes. Employees will be paid for all hours worked.

3. Callback compensation will be paid portal-to-portal for each applicable individual callback instance. Callback hours shall be counted as "hours worked".

4. When required to respond to a trouble call through telephone action, personnel will be compensated for telephone time in fifteen-minute increments at the rate of one and one-half (1 1/2) times the hours worked. Telephone response will be documented on a Duty Phone trouble-call report.

Section II.6 <u>Certification and License Stipend</u>

A. **Eligibility**: Upon the completion of the probationary period, an employee will be eligible to receive a stipend under this Section 2.06 if the following requirements are met:

1. The employee is in a full-time position represented by the Union.

2. The employee holds one or more of the approved licenses/certifications that are specific to the employee's section (Streets, Parks, Fleet, etc.) in Exhibit B:

3. The above license/certification is not a minimum qualification or requirement of the employee's position. A license/certification that is only "preferred" for the employee's position meets the eligibility requirements of this Section.

4. A license/certification that has a license/certification that has levels (e.g., Collection System Maintenance Grades 1 – 4), only the highest level of license/certification would meet the eligibility requirement of this section.

5. The City benefits from the employee holding the license/certification, as determined by the Superintendent, approved by the Public Works Director and acknowledged by the Human Resources Director. Employees are not automatically eligible for the stipend by possessing a license or certification listed in Exhibit B.

6. The employee's eligibility for a stipend under this section is determined based on the employee's current position. If the employee begins a new position, his/her eligibility for a stipend will be reevaluated based on the minimum qualifications for the new position.

7. The City will not commit to fund all costs associated with obtaining and renewing certifications. Funding would be dependent on budget availability and the Director's or designee's approval.

8. Employer-sponsored licenses or certifications will be evaluated annually as part of the employee's performance evaluation. This review is intended to support ongoing collaboration and ensure that licenses, certifications, and related stipends continue to align with employee performance, operational needs, available funding, and other organizational priorities. As part of this process, adjustments may be considered when appropriate.

9. Additional certifications that benefit the City may be added to Section 2 with the approval of the Director of Public Works, Maintenance Services Manager, and the Human Resources Director.

B. **Stipend**: If the employee meets all of the above requirements, he/she may receive the following stipends, which will be reported to CalPERS according to required guidelines:

1. $40/month if an employee holds one of the above-listed licenses/ certifications

2. $60/month if an employee holds two of the above-listed licenses/ certifications

3. $80/month if an employee holds three of the above-listed licenses/ certifications, subject to approval by the Department Director.

4. $100/month if an employee holds four or more of the above-listed licenses/ certifications, subject to approval by the Department Director.

Eligibility for a stipend under this Section 2.06 shall not be affected by participation in the tuition reimbursement policy set forth in the Administrative Policy: Tuition Assistance Program.

Section II.7 Bilingual Pay

The City and Union have agreed that special compensation shall be given to certain employees with specific bilingual skills. Upon completion of the probationary period, all full-time employees are eligible for bilingual pay in accordance with this Section.

An employee certified by the City as bilingual in an approved non-English language and who provides bilingual service as needed in the performance of work may receive bilingual pay per the Bilingual Assessment and Pay Program (HR-8) policy. To be certified as bilingual, an employee must pass a proficiency test in that language as determined by the City. The Human Resources Department will schedule a proficiency test within six (6) months following receipt of a written request by an eligible employee. Bilingual pay will be paid out in the first complete pay period following certification by the City. The City may establish an evaluation process for certifying bilingual pay and may require that employees recertify for bilingual pay every five (5) years.

ARTICLE III:SUPPLEMENTAL BENEFITS

Section III.1 Health Insurance Programs

Health care is provided to full-time employees, including probationary employees. Employee coverage is effective on the first of the month following 30 days of active employment.

A. **Medical Insurance**

Below are the monthly rates for 2026:

Anthem

HRA Plan	Monthly	City Paid	Employee Paid	HRA	Wellness Credit
EE Only	$577.67	$554.73	$22.94	$1,000 Annually	$1,200 Annually
EE +1	$1,355.38	$1,301.54	$53.84	$2,000 Annually	$1,500 Annually
Family	$1,676.83	$1,610.23	$66.60	$2,000 Annually	N/A

PPO Plan	Monthly Total	City Paid	Employee Paid
EE Only	$785.06	$703.88	$81.18
EE +1	$1,728.66	$1,560.00	$168.66
Family	$2,091.57	$1,758.50	$333.07

Kaiser

Kaiser HMO	Monthly Total	City Paid	Employee Paid
EE Only	$902.76	$623.94	$278.82
EE +1	$1,805.52	$1,247.88	$557.64
Family	$2,347.18	$1,522.24	$824.94

Kaiser HRA	Premium	City Paid	Employee Paid	HRA
EE Only	$632.19	$505.83	$126.36	$1,000 annually
EE +1	$1,264.38	$1,061.66	$202.72	$2,000 annually
Family	$1,643.69	$1,275.16	$368.53	$2,000 annually

The employee contribution to health care premiums will be deducted from the employee's paycheck bi-monthly (50% on the first paycheck of the month, the remaining 50% on the second paycheck).

B. **Opt-Out Benefit**

Employees who waive health coverage and provide proof of coverage receive $50 monthly. Employees who opt out of health coverage must provide proof of coverage during each open enrollment period.

C. **Dental and Vision Insurance**

The City will provide dental and vision insurance at no cost to the employee. The employee will be required to contribute $26 per month toward the cost of dependent(s) through a payroll deduction.

D. HRA Plans

Employees enrolled in the City HRA plan or the Kaiser HRA plan receive the following City-paid contributions:

- employee only: $1,000 annually in the HRA account
- employee + 1: $2,000 annually in the HRA account
- family: $2,000 annually in the HRA account

The funds in the HRA account roll over each year with the following maximum limits:

- employee only: $4,000
- employee + 1: $8,000
- family: $12,000

If an employee opts out of the HRA plan during open enrollment or for any other reason, their HRA account balance is forfeited and does not roll over for future use.

E. City HRA Wellness Credit Plan

Depending on the unit members' enrollment status, eligible employees enrolled in the City HRA Wellness plan also receive the following City-paid contributions:

- employee only: $100 monthly
- employee + 1: $125 monthly

The Wellness Credit is a "use it or lose it" plan, and the money must be used within the calendar year; otherwise, it reverts to the City.

Funds in the unit member's HRA Account and/or Wellness Credit account may be used for any eligible expenses.

F. Future Discussion of Cost Containment

On or after June 1st of each year, upon giving thirty (30) days' notice, either party may request discussions to review premium rates and options for cost containment.

The City and the Union agree to work jointly to identify and recommend potential cost-saving measures to reduce future premium increases. It is understood that the City has sole authority to determine the benefits to be provided.

Members will be charged the same future increases or decreases in health insurance costs as the general employees.

G. **Wellness Incentive Reimbursement**

The City will reimburse eligible full-time employees for actual costs incurred towards any of the following wellness expenses, up to a total combined maximum of five hundred dollars ($500) per fiscal year:

- Fees for gym membership, sports registration, and physical fitness classes;
- Exercise tools and equipment (e.g., weights, treadmill);
- Fees towards mental health courses and workshops (e.g., meditation, stress management);
- Other physical health or mental wellness activities or products which may be reasonably approved by the City's Human Resources Department in its sole discretion.

Requests for reimbursements, along with supporting receipts and documentation, must be submitted by the employee to the Human Resources Department within sixty (60) days of incurring the expense. Requests that are submitted late or with insufficient documentation may be denied.

Section III.2 Retirement

A. **Summary of Benefits and Employee Contribution**

The City offers a defined retirement benefit plan through the California Public Employees' Retirement System (CalPERS). An employee may be eligible for one of three benefit tiers pursuant to the City's contract with CalPERS. Information provided here is a summary of the benefits that are fully set forth in the City's contract with CalPERS, and in the case of a conflict, the contract with CalPERS will control.

	Tier 1 **Hired on or before 4/10/11**	**Tier 2** **Hired between 4/11/11 and 12/31/12**	**Tier 3** **Hired on or after 1/1/13**
Formula	2.7% @ age 55	2% @ age 60	2% @ age 62
Current Employee Contribution	8%	7%	7.75%

Note: All full-time employees are enrolled in either a New or a Classic member plan, as determined by CalPERS. Percentages are subject to change as determined by CalPERS.

Employee Retirement Contribution:

Employees hired on or before April 10, 2011

The total Employee Contribution is currently 8% and is paid entirely by the employee. The employee does not receive any Employer-Paid Member Contribution (EPMC).

Employees hired between April 11, 2011, and December 31, 2012

The total Employee Contribution is currently 7% and is paid entirely by the employee. The employee does not receive any EPMC.

Employees hired on or after January 1, 2013

The total Employee Contribution is currently 7.75% and is paid entirely by the employee. The employee does not receive any EPMC.

B. **Optional Benefits**

The City agrees to continue providing the additional optional benefits through CalPERS:

	Tier 1 Hired on or before 4/10/11	**Tier 2 Hired between 4/11/11 and 12/31/12**	**Tier 3 Hired on or after 1/1/13**
Credit For Unused Sick Leave	Yes	Yes	Yes
Final Compensation	12 months	12 months	36 months
Military Service	Yes	Yes	Yes
2 Years Additional Service Credit	Yes	Yes	Yes
3rd Level 1959 Survivors Benefits	Yes	Yes	Yes

Section III.3 Deferred Compensation

Employees may participate in the City's deferred compensation plan. Participation is voluntary and subject to the plan's rules.

Effective July 1, 2026, the City will match employee contributions up to a maximum City contribution of two hundred dollars ($200) per month.

Section III.4 Boot/Uniform Allowance

Employees are required to wear uniforms and safety work boots. The City will provide an annual allowance of $300 for work boots and $200 for pants, and will purchase City brand shirts.

The City will provide pants and shirts as part of the laundry service to bargaining unit members in the Fleet section, Utility section, designated vac-con operators, and IPM Specialists. The City shall provide laundering services for these uniforms. These employees will not be eligible for the pants allowance.

All Fleet section, designated vac-con operators, and IPM Specialists will receive 5 shirts and 5 pairs of pants each year as part of the laundry service, except Utility section employees, who will receive 11 shirts and 11 pairs of pants. All other employee uniforms not part of the laundry service will receive 5 new uniform shirts purchased by the City and issued to employees each year.

The City is a member of the California Employees' Retirement System (CalPERS). All full-time employees are enrolled in either a New Member or a Classic plan as determined by CalPERS. As with all stipends or additional compensation, uniform allowances may be reportable to CalPERS in accordance with the required guidelines (e.g., as special compensation for CalPERS Classic Members; per Section 2 CCR 571). Uniform allowance payments shall be made through payroll and disbursed evenly per pay period.

The City will adjust the costs reported to CalPERS if there are any changes during the course of this agreement, subject to the meet and confer process.

Section III.5 Training and Development

Attendance at professional meetings, seminars, and conferences concerned with the promotion of municipal interest and the advancement of professional capabilities will be paid by the City when:

- The employee has successfully completed probation.
- The appropriate authority has granted specific approval.
- Adequate funds are available in the current year's operating budget.
- Receipts are provided as specified within the Travel and Meeting Expense Policy (Administrative Instruction 79).

Section III.6 Long-Term Disability Insurance

The City agrees to maintain a long-term disability insurance plan for full-time employees at no cost to the employee. The maximum monthly benefit is 60% of salary up to $6,000 per month. The City reserves its right to determine the provider of long-term disability insurance.

Section III.7 Short-Term Disability Insurance

The City agrees to maintain a short-term disability insurance plan for full-time employees at no cost to the employee. The City reserves its right to determine the provider of the short-term disability insurance and the benefits provided by the insurance, provided there is no cost to the employee.

Section III.8 Term Life Insurance

The City shall provide and pay the full monthly premium for a term life insurance plan for full-time employees covered herein in an amount equal to $50,000. Employees may

purchase additional insurance at their own cost, provided the carrier permits it. The City reserves the right to determine the provider of life insurance coverage.

Section III.9 Tool Allowance

The City will provide Maintenance Specialists who perform mechanic duties and who are required to provide some of their own tools with an annual tool allowance of $500. This allowance will be paid out evenly in each pay period. This allowance is not reportable to CalPERS.

Section III.10 Take Home Vehicle

No employee shall be permitted to take home a City vehicle unless the employee is assigned to Standby pursuant to Section 2.05, or unless the employee has been specifically authorized by the employee's supervisor to take a City vehicle home because service to the City necessitates the employee having a City vehicle, such as in the case of severe weather.

ARTICLE IV:LEAVES OF ABSENCE

Section IV.1 Holidays

Pursuant to Section 10-1 of the Human Resources Rules & Regulations, the following holidays shall be observed by the City with respect to all employees of the City:

1. New Year's Day
2. Martin Luther King Jr. Day
3. Presidents' Day
4. Farmworkers Day (floating holiday)
5. Memorial Day
6. Juneteenth
7. Independence Day
8. Labor Day
9. Columbus Day (floating holiday)
10. Veterans Day
11. Thanksgiving Day
12. Day after Thanksgiving
13. Christmas Eve
14. Christmas Day
15. New Year's Eve

The dates on which each of the foregoing holidays is observed shall be determined by the City.

If any of the foregoing holidays fall on a Saturday or Sunday, the preceding Friday or the following Monday shall be observed as a holiday.

All holidays will be paid in accordance with employees' regular work schedules. An employee on unpaid leave is not eligible for holiday pay.

An employee must work their regularly scheduled shift immediately before and immediately after that holiday or be on a pre-approved absence in order to receive holiday pay. Emergencies will be treated on a case-by-case basis and approved by Human Resources for consistency. A new employee whose first working day is the day after a holiday shall not receive holiday pay. An employee who is separating from employment and whose last day is an observed holiday shall not receive holiday pay.

An employee eligible for floating holidays may use accumulated floating holidays at any time during employment upon department head approval. The City will keep a record of floating holiday use, accrual, and accumulation. If an employee terminates his or her employment with the City and has accumulated floating holidays, he or she shall be paid for the accumulated floating holidays. For eligible employees, a floating holiday shall be equivalent to the number of hours an employee is regularly scheduled to work during a workday.

All full-time employees hired on or before June 30, 2026, shall have a 680-hour cap on floating holiday accruals.

Individuals who become full-time employees on or after July 1, 2026, shall have a 340-hour cap on floating holiday accruals.

In addition to receiving their base rate of pay, an employee who is scheduled to work on a City holiday (other than floating holidays) shall receive 1.5 hours of holiday pay for every hour worked on a City observed holiday, in accordance with Section 2.04 Compensatory Time Off (CTO).

Effective July 1, 2026, an additional day off may be used during the month of the employee's birth. This is a use-it-or-lose-it benefit and cannot be accrued/banked.

Section IV.2 <u>Annual Vacation Leave Accrual</u>

All full-time employees hired on or before August 1, 2012, shall be entitled to paid vacation leave as follows:

	Accrual Rate
at beginning of benefited status	80 hours per year earned at a rate of 3.07 hours per pay period
at beginning of 5th year of employment	120 hours per year earned at a rate of 4.61 hours per pay period
at beginning of 10th year of employment	160 hours per year earned at a rate of 6.15 hours per pay period

Individuals who become full-time employees after August 1, 2012 shall be entitled to paid vacation leave as follows:

	Accrual Rate
at beginning of benefited status	80 hours per year earned at a rate of 3.07 hours per pay period
at beginning of 5th year of employment	100 hours per year earned at a rate of 3.84 hours per pay period
at beginning of 10th year of employment	120 hours per year earned at a rate of 4.61 hours per pay period

Vacation leave will accrue on a pay period basis based on hours worked or when an employee is in paid status. Regardless of an employee's hire date, the accrual will begin on the date the employee becomes full-time. Employees are not eligible to use vacation leave until it has been accrued. Vacation leave may be accumulated up to a maximum of 240 hours.

Once this maximum amount is accumulated, the employee will cease accruing any additional paid vacation. An employee resumes accruing vacation after taking a vacation and thereby reducing the amount accumulated below the maximum.

An employee may take vacation leave with the prior approval of the employee's department director or the department director's designee, provided due regard is given to the employee's wishes and the department's needs. The City may deny or postpone an employee's vacation request based on the City's business needs. The vacation requests will not be unreasonably denied.

If an employee has accrued vacation leave in their bank, it must be used. Employees cannot voluntarily go into an unpaid status.

Terminated employees shall be paid all accrued vacation leave.

If there is a holiday during vacation or other time off with pay, an employee will receive holiday pay, and such time will not be charged to the employee's vacation or other paid time off.

Vacation benefits are not earned during the unpaid portion of a leave of absence, except as otherwise required by state or federal law.

Section IV.3 <u>Accrued Leave Buy Back</u>

Four times each fiscal year, as of the first pay period in March, May, September, and November, a full-time employee who has a combined total of at least 280 hours in their vacation, compensatory time, and floating holiday accrued banks may convert 20 or more hours of accrued leave (excluding sick leave) to cash. In no event can an employee use this conversion to reduce his or her combined accrued leave balance (excluding sick leave) below 240 hours.

In addition to four times each fiscal year, a full-time employee may also request to convert accrued leave in the event of a personal or family medical emergency, or a new home purchase. An employee must provide sufficient documentation verifying such a need.

Section IV.4 Sick Leave

Sick leave shall be used by an employee who is incapacitated by illness, injury, or public health requirements. Sick leave shall be used when an employee takes time off from work for a doctor's appointment. In addition, an employee may use sick leave for the following reasons:

1. Diagnosis, care, or treatment of an existing health condition of the employee or his or her family member. For the purposes of paid sick leave, family member includes the unit member's spouse/registered domestic partner and the parent, stepparent, child, grandparent, grandchild, sibling, or guardian of the employee, or of the employee's spouse/registered domestic partner. It also includes any other relative residing with the employee;

2. Preventative care for the employee or the employee's family member;

3. Other purposes authorized by Labor Code Section 246.5 (leave for victims of domestic violence, sexual assault, or stalking).

When the need for sick leave is foreseeable, an employee must personally give their supervisor as much advance notice as possible. When the need for sick leave is not foreseeable, and except as otherwise required by law, an employee must personally give their supervisor notice of the need to take sick leave immediately, and unless impossible, such notice shall be given before the start of the employee's scheduled work day and prior to the start of each additional work day thereafter that the employee is absent. If the employee is unable to notify his or her supervisor, the employee must notify his or her department head. In addition, all absences shall be reported in accordance with departmental rules.

If an employee is absent for four (4) or more days (40 hours) due to illness, injury, or public health requirement, a doctor's release certifying the employee's ability to return to work is required. For absences of less than 4 days in those circumstances where excessive use of sick leave is taking place, the City reserves the right to request verification for any absence due to illness or disability from a licensed health care provider. Failure to furnish a health care provider's verification when requested or required to do so may result in discipline, up to and including termination.

Sick leave shall be used to care for immediate family members and others as required by law when members of the employee's immediate family are sick and require the immediate attention of the employee including taking them to doctor appointments, jury duty or to appear in court to comply with a subpoena or court order as a witness in a judicial proceeding and if the employee or a family member is a victim of a qualifying act of violence.

Full-Time employees earn paid sick leave based on hours worked or hours paid (e.g., when an employee is on paid leave). Employees earn sick leave at the rate of eight (8) hours per month. Paid sick leave is not earned (i.e., does not accrue) during unpaid leaves

of absence, except as otherwise required by state or federal law. Employees hired on or before August 1, 2012, may accumulate sick leave without a limit. Individuals who become full-time employees on or after August 2, 2012, may accumulate a maximum of 800 hours of sick leave.

Employees are not eligible to use sick leave until it has been accrued. Sick leave may be used in increments of fifteen minutes only unless smaller increments are permitted by law. Sick leave must be reported on the appropriate forms.

If an employee has accrued sick leave in their bank, it must be used. Employees cannot voluntarily go into an unpaid status.

An employee who returns to work for the City within one year of separation of service will be credited with up to 24 hours of sick leave. If the employee separated with less than 24 hours of accrued sick leave, he/she will be credited with the hours he/she had accrued at the time of separation.

For Unbenefited Part-Time Employees only. Unbenefited part-time employees shall accrue sick leave hours at an accrual rate of 1 hour of sick leave for every 20 hours worked for use each calendar year. An employee may use accrued sick leave beginning on the 90th day of employment. Up to 80 hours of unused sick leave hours shall carry over to the next calendar year, but only 40 hours of sick leave shall be used each calendar year.

Section IV.5 <u>Sick Leave Buy Back</u>

Accumulated sick leave is not paid to employees upon termination of employment.

An employee who has not used more than forty (40) hours of sick leave during the twelve months immediately preceding the last day of the last pay period in September of each year may be entitled to convert a portion of accumulated sick leave to an equal amount of vacation time or pay, based on the following formulas:

SICK LEAVE HOURS USED	MAXIMUM CONVERTIBLE HOURS
24 or less	32
More than 24, but not more than 40	24

In order to be entitled to convert sick leave to vacation time or pay, an employee must have accumulated more than 192 hours of sick leave (more than 2 years' accrual) before the conversion, and the employee's sick leave accumulation must be at least 192 hours after the conversion.

An employee whose employment with the City terminates or is terminated before the last day of the last pay period in September is not eligible to convert sick leave, including on a prorated basis.

Section IV.6 Jury Duty

Full-Time employees who have received a summons for jury duty during their normal working hours shall be deemed on duty and shall receive their regular pay for up to a maximum of ten (10) calendar days of jury service. An employee who volunteers for jury duty or serves on a grand jury will not be paid by the City for that time.

If an employee is required to serve on jury duty, the employee must notify his or her supervisor of the need for time off as soon as the court notice or summons is received. An employee must present a verification from the court clerk stating that they served on jury duty to qualify for pay. Employees will be expected to report or return to work for the remainder of their work schedule on any day they are dismissed from jury duty. Employees scheduled to work a night shift are not required to report or return to work on a day they report for jury duty. Employees working the night shift should contact Human Resources for specific assistance in coordinating jury duty with their schedule.

Because the furlough is not part of the normal working hours, employees are not paid for jury duty during the furlough.

Section IV.7 Bereavement Leave

Bereavement leave may be granted when the employee's absence from work is necessitated by the death of a member of the employee's Immediate Family.

Employees are eligible for up to five (5) days of unpaid bereavement leave. The City shall provide eligible Full-Time employees up to three (3) days of regular pay for bereavement. An employee may request additional time off, which will then come from the employee's accumulated leave bank.

ARTICLE V: EMPLOYER/EMPLOYEE RELATIONS

Section V.1 Dues Deductions

A. **Union Dues Collection**

Effective May 1, 2015, the Finance Division shall deduct Union Dues from all employees to the extent permitted by law.

The Union will maintain records of employee authorizations for dues deductions. The Union will provide the City with information regarding the amount of dues deductions and the list of Union employees who have affirmatively consented to or authorized dues deductions. The City shall not request the Union to provide a copy of any member employee's authorization unless a dispute arises about the existence or terms of the authorization. To the extent required by the Government Code, or otherwise required by law, the City will rely on the information provided by the Union in processing dues deductions for Union employees. The Union is responsible for providing the City with timely information regarding changes to member employees' dues deductions.

No deduction of dues shall be made during any pay period in which an employee's earnings, after all other deductions are made, are insufficient to cover the full amount of the dues or service fee. When an employee is in a non-pay status for an entire pay period, no deduction will be made to cover the pay period from future earnings. In the case of an employee who is in a non-pay status during less than an entire pay period and whose earnings, after all other deductions are made, are insufficient to cover the full amount of the dues or service fee, no deduction shall be made from future earnings to cover the pay period.

B. **New Hire Notification**

All newly hired employees in classifications represented by the Union shall be informed by Human Resources, at the time of hire, that their classification is represented by the Teamsters. The employee shall be provided a copy of the Memorandum of Understanding.

Within seven business days of each new hire of an employee in a classification represented by the Union, the City shall notify the Union, providing the Union with the employee's name, classification, wage rate, and date of hire. As set forth in Section 5.06 of this Agreement, the Union may request a meeting with new hires at a time and place mutually agreed upon by the Department Director and the Union.

C. **Indemnification**

The Union shall indemnify, defend, and hold the City harmless from any liability arising in any forum, whether judicial, administrative, or otherwise, from any claims, demands, or other action relating to the City's compliance with any obligations imposed under this Agreement, including, but not limited to, deduction of membership dues and the Union's use of monies collected under these provisions. The City reserves the right to select and direct legal counsel in the case of any challenge in any forum relating to the City's compliance with this Agreement, and the Union agrees to pay any attorney, arbitrator, or court fees related thereto, as well as the reasonable costs of preparation time by City management.

D. **Reasonable Notice**

Reasonable written notice, as defined in Section 3504.5, California Government Code, shall be given on all matters requiring such notice under said Section. The Union agrees to notify the City in writing of all individuals authorized to receive notice on behalf of the Union and to update the City immediately upon any change.

Section V.2 <u>Bargaining Unit Lists</u>

Once a year, on request from the Union, the City shall give to the Union one (1) copy of the list of employees in the bargaining unit together with their most current addresses as they appear on the records of the City. The Union shall retain such information in a confidential manner, and only the business representative will receive the information,

and disclose it only to those officials of the Union whose duties require them to have access to such information.

Section V.3 Union Business

The Union shall have an aggregate total of 120 hours of leave with pay per fiscal year available to its stewards for attending seminars or conferences relevant to employee-employer relations, grievance representation, and other Union business.

Hours not used at the end of any fiscal year may not be used in the next fiscal year and are lost to the Union.

The Union shall provide reasonable advanced written notice to the Maintenance Deputy Director, or designee, specifying the dates and hours of leave requested and the personnel involved. Such leave shall not be unreasonably denied. The leave described in this section does not include the time granted to Union representatives to meet and confer with City representatives on matters related to wages, hours, and other terms and conditions of employment. Meet and confer time shall be compensated on a straight-time basis. Meetings outside of regular scheduled working hours shall not be compensated.

Section V.4 Grievance Procedure

A grievance shall be defined as a controversy, as defined herein, between the City and the Union or an employee or employees covered by this MOU and/or Human Resources Rules & Regulations. Such controversy must pertain to any matter involving the interpretation or application of any provision of this MOU and/or Human Resources Rules & Regulations. This section does not apply to reviews of evaluation and matters of discipline.

There shall be an earnest effort on the part of both parties to settle grievances promptly through the steps listed below:

A. **Step One (Informal):**

An employee's grievance must be submitted to the first line supervisor or management representative immediately in charge of the aggrieved employee within fifteen (15) business days after the event giving rise to the grievance, or fifteen (15) calendar days after the date that he/she should have been reasonably expected to have had knowledge of the grievance. The supervisor or management representative will give an answer to the employee by the end of the tenth (10) calendar days following the presentation of the grievance, and the giving of such answer will terminate Step 1.

B. **Step Two:**

If the grievance is not settled at Step 1, the employee may elect to proceed to Step 2 by reducing the grievance to writing. The written grievance shall fully state the facts surrounding the grievance and detail the specific provision of this MOU and/or Human

Resources Rules & Regulations alleged to have been violated, signed and dated by the employee and presented to the department head or his/her designee within ten (10) calendar days after termination of Step 1. The employee shall also present a copy of the grievance to the Human Resources Director. A meeting with the employee, shop steward, and department head or his/her designee will be arranged at a mutually agreeable location and time to review and discuss the grievance. Such a meeting will take place within ten (10) calendar days from the date the grievance is received by the department head or his/her designee. The department head or his/her designee may invite other members of management, including, but not limited to, Human Resources, to attend the meeting. The department head or his/her designee will provide a written reply by the end of the fifth (5) calendar day following the meeting, and the issuance of such reply will terminate Step 2.

C. **Step Three:**

If the grievance is not settled at Step 2, the grievant may elect to proceed to Step 3 of the grievance procedure. The grievant shall have five (5) calendar days to submit a written appeal to the City Manager. If the Union and the City have mutually agreed that a grievant can waive the requirements of Step 1 and/or 2, the grievant is required to also submit all information that is required under Step 2. If the grievant has already completed Step 2 and submitted all required information, then the grievant is only required to submit the request for appeal in writing.

The grievant or his/her Union representative and the City Manager or the appropriate management representative shall, within five (5) calendar days after the appeal from Step 2, arrange a meeting to be held at a mutually agreeable location and time to review and discuss the grievance. Such a meeting will take place within ten (10) calendar days from the date the grievance is referred to Step 3. A decision shall be rendered within ten (10) calendar days from the date of such meeting. The City Manager's decision is final and binding.

The time limits for filing a written formal grievance shall be strictly construed, but may be extended by mutual agreement evidenced in writing and signed by a duly authorized representative of the City and the grieving party. Failure of the grieving party to comply with any of the time limits set forth hereunder shall constitute a waiver and bar further processing of the grievance. Failure of the City to comply with the time limits set forth in this Section shall automatically move the grievance to the next level of the Grievance Procedure. The grieving party may request the assistance of a Union representative in presenting a grievance at any level of review or may represent him/herself.

Section V.5 <u>Discipline and Disciplinary Action</u>

A. **Applicability**

This section does not apply to any temporary, probationary, or part-time unbenefited employees, who are at-will employees.

B. Definition

Types of discipline include the following: suspension, involuntary demotion, reduction in pay, or dismissal. For the purposes of this section, written or verbal reprimands, counseling memos, performance improvement plans, performance evaluations, voluntary demotions, or transfers are not classified as discipline.

C. General Provisions

Employees shall only be subject to disciplinary action for legitimate reasons. Employees are expected to meet certain standards regarding their personal conduct and job performance. Failure to meet such standards shall be grounds for appropriate disciplinary action, commensurate with the seriousness of the offense, and shall take into consideration the employee's personnel file. Progressive discipline will be used; however, this does not preclude the City from taking disciplinary action, up to and including termination, for an incident for which there is no prior documentation, provided the disciplinary action is warranted and based on just cause.

Disciplinary actions should be documented in the employee's official personnel file.

Performance deficiencies documented in the employee's performance evaluation as "unsatisfactory" may be grounds for disciplinary action if the employee fails to correct those performance deficiencies within the time period designated by his/her supervisor. To the extent possible, performance deficiencies or other causes for discipline will be documented in the employee's personnel file.

Upon receipt of written authorization from the employee, the City will provide the Union with all written notices of discipline given to employees represented by the Union. The written notice of discipline will also inform the employee that he/she has the right to consult with the Union regarding the disciplinary action being taken.

D. Administrative Leave

The Department Director may, in consultation with the Human Resources Director, verbally or in writing, temporarily assign an employee to administrative leave with pay. In the event of a verbal notice, the Department Director, in consultation with the Human Resources Director, will confirm the action by giving the employee written notice. The employee will be advised of all restrictions to which he/she is subject during the period of administrative leave. If and when the employee returns to duty, the City will provide the employee with written notice of the date he/she should return to duty, a copy of which will be retained in the employee's permanent personnel file.

This action may be taken at any time and for such length of time as the appointing authority deems necessary or appropriate under the circumstances. The appointing authority may place an employee on administrative leave for any legitimate reason, as determined by the Department Director, in consultation with the Human Resources Director. Such reasons include, but are not limited to: (1) protecting the safety or health

of an employee or of employees; (2) preventing disruption of or damage to City programs or operations; (3) investigating alleged misconduct, including alleged harassment, by an employee; (4) investigating an employee's job performance; and (5) protecting the best interests of the City. Administrative leave is not subject to appeal.

E. **Disciplinary Procedures**

The following procedures shall be taken prior to the dismissal, suspension, involuntary demotion, or reduction in pay of any employee for disciplinary reasons.

1. ***Written Notice of Intent to Discipline ("Skelly Notice")***

When the Department Director, in consultation with the Human Resources Director, determines that an employee has committed an act or omission that justifies discipline, the Department Director or his/her designee shall provide the employee with written notice of the proposed disciplinary action. Such notice shall include:

- A statement which clearly defines the intent to take action, the proposed action to be taken, and the proposed effective beginning and ending time of the intended action.
- A statement of the specific grounds and particular facts upon which the proposed disciplinary action will be taken.
- A copy of all written materials, reports, or documents upon which the intended action is based.
- A statement that the employee will be afforded the right to respond to the Notice of Intent, either verbally, in writing, or both, within three business days upon receipt of the intended disciplinary action, to the designated Skelly Officer.
- If personally delivered, the employee's signature on the Notice of Intent will acknowledge receipt of said notice by the employee. If the employee refuses to sign, it will be noted as such on the Notice of Intent. The signature on the Notice of Intent will acknowledge that the employee received the Notice of Intent.

2. ***Employee Response/Pre-Disciplinary ("Skelly") Conference***

Within three business days after the employee has been served with the Notice of Proposed Discipline, the employee will have the right to respond, verbally or in writing, at the employee's option, to request a Skelly Hearing. If, within the three business days response period, the employee does not provide a written or verbal response, the proposed action of the City will be considered conclusive and will take effect as set forth in the Notice of Proposed Discipline. Prior to the expiration of the three business days,

the response date may be adjusted by mutual agreement, but unreasonable delay will not be tolerated.

The employee has the right to have a representative of his or her own choosing at the Conference.

The employee's response will be fully considered before the City issues any final disciplinary action notice.

Should the Skelly Officer determine that the employee's response warrants further investigation, the Skelly Officer may delay the implementation or modification of the proposed disciplinary action until such time as the further investigation is completed. In the event the investigation produces facts warranting more severe disciplinary action than originally proposed, the Skelly Officer will re-implement the Written Notice of Intent to Discipline procedures above.

3. ***Written Notice of Final Disciplinary Action***

The Skelly Officer has the authority, after considering the employee's response and any additional investigation, to modify, revoke, or impose the proposed disciplinary action.

a. If the Skelly Officer decides to modify the proposed action, the Human Resources Director will notify the employee by issuing a revised Notice of Intent (for more severe disciplinary action than originally proposed) or a Notice of Imposition (for less severe disciplinary action than originally proposed). The Notice of Intent and Notice of Imposition will also include the effective date of any disciplinary action issued. The decision of the Skelly Officer is final and shall be imposed, unless the City appeals the decision to binding arbitration. Should the City initiate an appeal, the Skelly Officer's decision will be stayed, pending the final resolution of the arbitration process.

b. If the Skelly Officer decides to revoke the disciplinary action, the Human Resources Director will advise the employee in writing, and the Notice of Imposition will be discarded, and no record will be made in the employee's personnel file. The decision of the Skelly Officer is final and shall be imposed, unless the City appeals the decision to binding arbitration. Should the City initiate an appeal, the Skelly Officer's decision will be stayed, pending the final resolution of the arbitration process.

c. If the Skelly Officer decides to implement the discipline as originally proposed in the Notice of Intent, the Human Resources Director will notify the employee in writing by providing him/her with a Notice of Imposition. The Notice of Imposition will also include the effective date of any disciplinary action issued. The decision of the Skelly Officer is final and shall be imposed.

The employee will be advised in writing of any appeal rights and/or City-initiated appeal, and the matter will be submitted to binding arbitration, if applicable.

The Notice of Imposition or other final decision of the Skelly Officer will be delivered to the affected employee personally or sent to the employee by either overnight mail and/or certified or registered mail, return receipt requested, at the employee's last known address. If personally delivered, the employee's signature on the Notice of Imposition or other final decision will acknowledge receipt of the notice. If the employee refuses to sign, it will be noted as such on the Notice of Imposition or other final decision. The signature documentation on the Notice of Imposition or other final decision will acknowledge that the employee received the Notice of Imposition or other final decision.

4. ***Appeal Procedures – Major Discipline***

There are two appeal procedures for major disciplinary appeals – one for appeals filed by the Union and one for appeals filed by the employee. Regardless of which appeal procedure is selected, the employee and/or the Union have ten (10) calendar days from receipt of the Notice of Imposition to file an appeal. The ten (10) calendar days run concurrently. An employee will be deemed to have waived his/her right to an appeal, and the imposed discipline shall be considered conclusive if the employee or the Union does not file a request for appeal within the required ten (10) calendar day period, unless good cause for the failure can be shown.

a. ***Major Discipline Appeal Procedures – Appeal Filed by Union***

Any full-time or benefited part-time employee in the classified service shall have the right to appeal any "major discipline" in accordance with these procedures. For purposes of this section, "major discipline" includes dismissal, suspension of three (3) days or more, reduction in pay, or involuntary demotion. The appeal process shall not be applicable to probationary employees. The appeal process shall not be applicable to any action not defined as "major discipline".

The Union may elect to appeal any major discipline on behalf of any represented employee at its own discretion. If the Union elects to appeal on behalf of an employee, the matter will be submitted to binding arbitration. After the Union files a timely appeal on behalf of the employee, an arbitration appeal hearing shall be established as follows:

i. Within ten (10) calendar days after the receipt of the Notice of Imposition, the Union shall file a written request for binding arbitration through the Human Resources Division to the City Manager or designee. The City and Union will equally share (i.e., 50/50) the arbitration-related expenses, including court reporting and/or transcription services. Each party will be responsible for their own attorney fees, expert witness(es), and staff time.

ii. The City shall request a list of five (5) arbitrators registered with the American Arbitration Association, California State Conciliation Service, or some other agreed-upon source within ten (10) calendar days of the employee's request. The employee may delete/strike two (2) names

from the list. The City will then select the arbitrator from the remaining names on the list.

iii. The selected arbitrator shall serve as the hearing officer.

iv. The parties will meet and confer with the arbitrator to establish necessary procedural matters, which could include, but are not limited to, proper evidence and witnesses, pre- and post-hearing briefing, items within the scope of appeal, and scheduling.

v. All time limits specified in the procedure may be waived by mutual written agreement.

vi. At the conclusion of the hearing, the arbitrator will submit his/her findings to the City, Union, and the employee. The opinion shall set forth findings of fact and conclusions. The decision of the Arbitrator will become final and binding on the parties unless the City, the Union, or the employee elects to pursue judicial review under CCP §1094.5. All back pay awards related to suspension, involuntary demotions, and discharges shall include interest as set by Civil Code §§ 3287 et. seq.

b. Major Discipline Appeal Procedures – Appeal Filed by Employee

If the Union does not elect to appeal and does not file a timely written binding arbitration request on behalf of the employee, the employee may still individually request an appeal hearing pursuant to Section 15 – Post Disciplinary Appeal Procedures of the City's Human Resources Rules & Regulations. Binding arbitration shall not be available to individual employees who appeal discipline without Union representation.

An employee wishing to appeal any disciplinary action under the City's Human Resources Rules & Regulations shall have ten (10) calendar days after receipt of the Notice of Imposition to submit a written and signed request for an appeal hearing. The employee's appeal request must be addressed to the City Manager and submitted to the Human Resources Division. The Human Resources Department shall date-stamp the employee's appeal to verify its timeliness.

5. **Appeal Procedures – Minor Discipline**

Any full-time or benefitted part-time employee in the classified service shall have the right to appeal any "minor discipline" in accordance with these procedures. For purposes of this section, "minor discipline" includes a suspension of less than three days. The appeal process shall not apply to probationary employees.

An employee wishing to appeal minor discipline may, within ten (10) calendar days from receiving notice of the Notice of Imposition, request and be granted an interview with the City Manager or his/her designee in order to discuss the appeal.

The City Manager or designee will respond or schedule a meeting within fifteen (15) calendar days. The City Manager or designee shall render his/her judgment as soon after the conclusion of the hearing as possible and in no event later than thirty (30) calendar days after conducting the hearing. His/her decision shall set forth which charges, if any, are sustained and the reasons therefore. The opinion shall set forth findings of fact and conclusions. The City Manager's decision shall be final and binding.

The time limits for the appeal of minor discipline shall be strictly construed, but may be extended by mutual agreement evidenced in writing and signed by a duly authorized representative of the City and the employee. Failure of the appealing party to comply with any of the time limits set forth herein shall constitute a waiver and shall bar further appeal of the discipline. The employee may request assistance from a Union representative in appealing discipline at any level of review, or may represent him/herself.

Section V.6 Notification of New Hires and Union Meeting with New Employees

It is hereby agreed that the Human Resources Department shall provide the Teamsters designee with the name of each permanent employee whose job title entitles him/her to Teamsters representation as soon as is practicable after hire or transfer.

One steward shall be provided up to 30 minutes per month to meet with any new employees hired into represented positions. The new employee(s) will also be permitted to attend this meeting without any loss of compensation.

Section V.7 Use of City Facilities

Except as specifically identified in Section 5.04 Union Business, all Union business will be conducted by employees and Union representatives outside of established work hours.

Nothing herein shall be construed to prevent a Union representative or an employee from contacting the Human Resources Director or other management representatives regarding personnel-related matters during work hours. The authorized Union Business Agent shall be given access to work locations during working hours, provided that prior to visiting any work location, the Union representative shall: Obtain authorization for the visit from the Human Resources Director or designee. In the event the requested time and/or location of such visit by the Union Business Agent is denied because it would interfere with the operations of the department, the Human Resources Director or designee shall consult with the Union Business Agent regarding availability and set an alternative time and/or location for such visit within seventy-two (72) hours of the request.

The Union may schedule meetings in City facilities at times when those facilities are not in use by submitting a written request to the Human Resources Director or designee, which shall include the date, time, and number of people expected. Approval will be granted in the same manner as for other organizations.

The Union shall maintain proper order during any meeting held at a City facility and ensure that the space is left in a clean and orderly condition. The City reserves the right to revoke permission to use City facilities for meetings if the Union fails to maintain order during a meeting or if facilities are not left in a clean and orderly condition.

Section V.8 Bulletin Boards

The Union shall have access to City bulletin boards located in the Maintenance Yard for the purpose of posting the following types of notices (these are examples only and not intended to be a complete list):

(1) Notice of recreational and social affairs sponsored by the Union;
(2) Notice of Union meetings;
(3) Notice of Union elections;
(4) Reports from Union committees;
(5) Rulings on Union policies; and
(6) Union newsletters.

All posted material must be legibly signed or initialed and dated by the Union President or designated representative. The Union will not post information that is defamatory, derogatory, or obscene, subject to the immediate removal of the right to post for a period not to exceed ninety (90) days. In the event that unauthorized material is posted, it shall be promptly removed by the Union or its representative upon notification by the City. The City reserves the right to remove material that contains defamatory statements before providing notification to the Union; if such action is taken, the City shall notify the Union as soon as possible.

Section V.9 Use of E-Mail and Computers

The Union recognizes that HR Rules and Regulations Section 19 Workplace Searches and Inspections and Administrative Policy #83 Technology Use Policy regulate the use of, and that the City has the right to access and inspect City computers, including but not limited to viewing any messages sent or received through the City's e-mail system or any temporary or permanent files stored on the City's electronic systems and/or equipment. The Union is reminded that communications sent via the City's e-mail system or documents maintained on any City-provided electronic storage or devices are not confidential and can be viewed by the City.

The City and the Union agree that the Union may be permitted to use City e-mail for the purposes described in this section. Notices which may be sent through the City's e-mail system are limited to those types of notices which may be posted on bulletin boards, as described above. No notice or announcement that contains defamatory statements about the City, including any City Department, any City official, or any City employee(s) shall be sent through the City's e-mail system. The City reserves the right to refuse to allow notices to be sent through the City's e-mail system that interfere with the Department's operational needs, workflow, or mission.

Any violation of this section shall entitle the City to immediately cancel the provisions of this section and revoke the Union's privilege to use the City's e-mail system pursuant to this section. It is expected that once the Union is aware of any such violations, it would be afforded the opportunity to rectify the situation.

Section V.10 Use of Vehicle Telematics

The Union recognizes that Administrative Policy #85, Telematics Policy, regulates the use of, and that the City has the right to equip vehicles with active or passive telematic systems, including, but not limited to, installing forward-facing-only cameras in the City vehicle fleet to enhance safe, sustainable, and efficient operations. Telematics shall be used to determine vehicle speeds, location, routes, usage, idling frequency, and onboard diagnostic information. Telematics and its data shall also be used for the administration and management of City vehicles, including their safe and efficient operation, and to assist in assessing and responding to complaints or claims against the City.

The City's intent in using telematics data is to improve safety and efficiency. Unless the City has a reasonable belief that a City vehicle operator may be engaging in unsafe vehicle operation, the specific operator's vehicle telematics will not be regularly monitored.

Section V.11 Voluntary Commercial Driver's License Program

This section does not apply to employees whose position requires a Commercial Driver's License (CDL). Upon the completion of the employee's full-time probationary period, the City may, at its discretion, sponsor a limited number of employees for the attainment and maintenance of a California Commercial Driver's License (CDL), including payment for required vehicle training, Department of Motor Vehicles (DMV) licensing fees, and required medical certifications and renewals.

Participation in the CDL Program is voluntary. However, employees who accept City-sponsored CDL training, DMV testing/licensing, and CDL medical examinations agree to remain employed by the City for a minimum of twenty-four (24) months from the date of initial licensure or program completion, whichever is later. During this 24-month period, the employee may be assigned CDL-related duties as needed, regardless of job description. Employees participating in the program will be required to sign a Voluntary Commercial Driver's License Program Agreement.

Upon execution of the voluntary CDL program agreement and issuance of the CDL certification/license, employees are eligible to request a stipend (Refer to Section II.07 – Certification and License Stipend). If a new employee already has a CDL at the time of hire, they will be eligible to request a stipend and will not be subject to the 24-month period. Failure to obtain or hold the CDL certification/license for 24 months would result in a prorated repayment due to breach of their CDL program agreement.

In the event an employee voluntarily separates from City service or surrenders their CDL prior to completion of any applicable service commitment period, the employee shall

reimburse the City for the costs of training, DMV testing/licensing, and medical examinations on a prorated basis. The repayment obligation shall be reduced proportionally based on the length of service completed within the applicable commitment period.

Repayment shall not be required in cases of layoff, City-initiated reassignment, documented medical inability to perform CDL-required duties, or other circumstances beyond the employee's control as determined by the City.

All CDL employees shall comply with all applicable federal, state, and City Administrative Instruction Policies No. 97 – Vehicle Use, No. 71 – Accident, and No. 88 – Drug & Alcohol Prohibition, regarding driver eligibility and reporting obligations.

Employees must notify the City of any citation, accident, license restriction, suspension, revocation, or other action affecting their driving privileges within 48 hours of occurrence or notification, consistent with City Administrative Policy No. 97 – Vehicle Use.

Failure to comply with reporting requirements may result in disciplinary action, up to and including termination, and may affect eligibility to participate in the CDL voluntary program.

This provision is intended to reinforce existing policy requirements and does not limit the City's authority to establish, modify, and enforce reasonable rules and regulations related to driver safety, licensing, and operational needs.

Section V.12 <u>Joint Labor Management Committee</u>

The Union and the City agree to establish the following Joint Labor-Management Committees ("JLMC"). By mutual agreement, the parties may merge these specified JLMCs. The parties may establish ground rules specific to each JLMC, as necessary.

A. **Maintenance Organization**: Either party may request a JLMC to discuss a re-organization and/or re-alignment of the Public Works Maintenance Division and/or Parks & Recreation Aquatics Division.

B. **Callback Procedures**: Either party may request a JLMC to discuss the establishment of an "Extreme Weather Conditions Task Force," discussed in Section 2.05.

C. **Workweek Definition**: The City may request a JLMC to revise the definition of "workweek" set forth in Section 1.11 in order to more accurately document the workweek(s) to which employees are assigned.

D. **Human Resources Rules & Regulations and Related Policies**: Either party may request a JLMC to discuss proposed changes within the scope of representation to the City's Human Resources Rules & Regulations and/or policies related to the Human Resources Rules & Regulations.

E. **Maintenance Policy Manual**: Either party may request a JLMC to discuss proposed changes within the scope of representation to the City's Maintenance Policy Manual.

F. **Training Issues and Requirements**: Either party may request a JLMC to discuss matters within the scope of representation related to employee training.

G. **Use of Cellular Phones**: Either party may request a JLMC to discuss matters within the scope of representation related to employee use of cellular phones, including, but not limited to, use of personal cellular phones to conduct City business.

H. **Health Insurance**: Either party may request a JLMC to discuss matters within the scope of representation related to health insurance, which can include, but is not limited to, the consideration of "Teamsters Medical", the establishment of a "cafeteria plan", and/or the City and employee contributions to health insurance plans.

I. **Retiree Medical**: Either party may request a JLMC to discuss the possibility of establishing a Health Savings Account.

J. **Lateral Transfers**: Either party may request a JLMC to discuss matters within the scope of representation related to lateral transfers between bargaining unit positions upon passing probation within the Public Works Maintenance Division Sections (Streets, CPP, Facilities, Fleet, Landscape, Parks, Traffic Signals, Utility, and Parks & Recreation Aquatics).

Standing JLMC: The parties agree to establish a standing JLMC to discuss issues of mutual concern and to encourage an open dialogue between employees and management. This standing JLMC would meet at least quarterly upon either party's request. The parties acknowledge that the issues of mutual concern to be included in this standing JLMC may be outside the scope of representation. The agreement of the City to discuss an issue outside the scope of representation should in no way be construed or considered to be a waiver of any management rights. When a party wishes to convene the standing JLMC, it should request it in writing and identify the topics it wishes to discuss. The responding party may also request that additional topics be included. A mutually agreed time and location will be set. It is the intent of the parties that this standing JLMC be limited to City staff only. However, either party may request that a non-employee be brought in if the non-employee is necessary to discuss an item. The other party must be advised in advance of the intent to bring a non-employee and must agree to the attendance of the non-employee.

SIGNATURES FOLLOW ON NEXT PAGE

IN WITNESS WHEREOF, the parties hereto have caused this Memorandum of Understanding to be executed this ____day of_____ 2026.

CITY OF PALMDALE

Dated: _____

_____
Salvador Mendez, City Manager

_____
Sara Gallagher, Asst. City Manager

_____
Yvette Barrios, Human Resources Director

_____
Eric Ohlsen, Mayor

_____
Date

Attest:

_____
Rochelle Scott
City Clerk

APPROVED AS TO FORM:

_____
Alexandra Severino, City Attorney

CALIFORNIA TEAMSTERS LOCAL 986

Dated: _____

_____
Michael Grijalva, Teamsters Local 986 Union Representative, Chief Negotiator

_____
Evan Armstrong, Chief Steward

_____
Michael Johnson, Steward

_____
Jose Otero, Steward

_____
Warren Phillips, Steward

_____
Albert Gonzalez, Steward

_____
Andrew Ulrich, Steward

EXHIBIT A

TEAMSTERS LOCAL 986
EMPLOYEE GROUP

LIST OF REPRESENTED CLASSIFICATION & PAY PLANS
POSITIONS FY 2026-27
As of June 29, 2026

Resolution CC: 2026-031
June 02, 2026

PART-TIME TITLE	RANGE #	HOURLY RANGE
Maintenance Helper	14	$19.17 - $22.20

FULL-TIME TITLE	RANGE #	MONTHLY RANGE
Custodian I	22	$4,452.93 - $5,683.60
Maintenance Worker I	23	$4,678.27 - $5,966.13
Custodian II	24	$4,908.80 - $6,266.00
Maintenance Worker II	25	$5,154.93 - $6,579.73
Operator I	27	$5,683.60 - $7,255.73
Operator II	29	$6,266.00 - $7,997.60
Lead Custodian	30	$6,579.73 - $8,399.73
Maintenance Leadworker	30	$6,579.73 - $8,399.73
Maintenance Specialist	30	$6,579.73 - $8,399.73
Inspector I	31	$6,907.33 - $8,819.20
Operator Sr	31	$6,907.33 - $8,819.20
Traffic Sig Tech I	31	$6,907.33 - $8,819.20
Inspector II	33	$7,618.00 - $9,542.00
Senior Maintenance Specialist	33	$7,618.00 - $9,542.00
Traffic Sig Tech II	33	$7,618.00 - $9,542.00
Welder	33	$7,618.00 - $9,542.00
Inspector Sr	35	$8,399.73 - $10,517.87
Senior Traffic Sig Tech	35	$8,399.73 - $10,517.87

EXHIBIT A (Continued)

TEAMSTERS LOCAL 986
EMPLOYEE GROUP

LIST OF REPRESENTED PAY PLANS

Salary Schedule Effective: June 29, 2026
Revision Date: N/A
Page 1 of 4

City of Palmdale
Hourly Wage Range/Step Schedule - Bargaining Unit Positions
Effective June 29, 2026

Range	Step A	Step B	Step C	Step D	Step E	Step F
14	N/A	N/A	19.17	20.11	21.14	22.20
22	25.69	26.99	28.32	29.74	31.22	32.79
23	26.99	28.32	29.74	31.22	32.79	34.42
24	28.32	29.74	31.22	32.79	34.42	36.15
25	29.74	31.22	32.79	34.42	36.15	37.96
26	31.22	32.79	34.42	36.15	37.96	39.85
27	32.79	34.42	36.15	37.96	39.85	41.86
29	36.15	37.96	39.85	41.86	43.95	46.14
30	37.96	39.85	41.86	43.95	46.14	48.46
31	39.85	41.86	43.95	46.14	48.46	50.88
32	41.86	43.95	46.14	48.46	50.88	52.42
33	43.95	46.14	48.46	50.88	52.42	55.05
34	46.14	48.46	50.88	52.42	55.05	57.80
35	48.46	50.88	52.42	55.05	57.80	60.68

Salary Schedule Effective: June 29, 2026
Revision Date: N/A
Page 2 of 4

City of Palmdale
Bi-Weekly Range/Step Schedule - Bargaining Unit Positions
Effective June 29, 2026

Range	Step A	Step B	Step C	Step D	Step E	Step F
14	N/A	N/A	1,533.60	1,608.80	1,691.20	1,776.00
22	2,055.20	2,159.20	2,265.60	2,379.20	2,497.60	2,623.20
23	2,159.20	2,265.60	2,379.20	2,497.60	2,623.20	2,753.60
24	2,265.60	2,379.20	2,497.60	2,623.20	2,753.60	2,892.00
25	2,379.20	2,497.60	2,623.20	2,753.60	2,892.00	3,036.80
26	2,497.60	2,623.20	2,753.60	2,892.00	3,036.80	3,188.00
27	2,623.20	2,753.60	2,892.00	3,036.80	3,188.00	3,348.80
29	2,892.00	3,036.80	3,188.00	3,348.80	3,516.00	3,691.20
30	3,036.80	3,188.00	3,348.80	3,516.00	3,691.20	3,876.80
31	3,188.00	3,348.80	3,516.00	3,691.20	3,876.80	4,070.40
32	3,348.80	3,516.00	3,691.20	3,876.80	4,070.40	4,193.60
33	3,516.00	3,691.20	3,876.80	4,070.40	4,193.60	4,404.00
34	3,691.20	3,876.80	4,070.40	4,193.60	4,404.00	4,624.00
35	3,876.80	4,070.40	4,193.60	4,404.00	4,624.00	4,854.40

EXHIBIT A (Continued)

TEAMSTERS LOCAL 986
EMPLOYEE GROUP

LIST OF REPRESENTED PAY PLANS

Salary Schedule Effective: June 29, 2026
Revision Date: N/A
Page 3 of 4

City of Palmdale
Monthly Wage Range/Step Schedule - Bargaining Unit Positions
Effective June 29, 2026

Range	Step A	Step B	Step C	Step D	Step E	Step F
14	N/A	N/A	3,322.80	3,485.73	3,664.27	3,848.00
22	4,452.93	4,678.27	4,908.80	5,154.93	5,411.47	5,683.60
23	4,678.27	4,908.80	5,154.93	5,411.47	5,683.60	5,966.13
24	4,908.80	5,154.93	5,411.47	5,683.60	5,966.13	6,266.00
25	5,154.93	5,411.47	5,683.60	5,966.13	6,266.00	6,579.73
26	5,411.47	5,683.60	5,966.13	6,266.00	6,579.73	6,907.33
27	5,683.60	5,966.13	6,266.00	6,579.73	6,907.33	7,255.73
29	6,266.00	6,579.73	6,907.33	7,255.73	7,618.00	7,997.60
30	6,579.73	6,907.33	7,255.73	7,618.00	7,997.60	8,399.73
31	6,907.33	7,255.73	7,618.00	7,997.60	8,399.73	8,819.20
32	7,255.73	7,618.00	7,997.60	8,399.73	8,819.20	9,086.13
33	7,618.00	7,997.60	8,399.73	8,819.20	9,086.13	9,542.00
34	7,997.60	8,399.73	8,819.20	9,086.13	9,542.00	10,018.67
35	8,399.73	8,819.20	9,086.13	9,542.00	10,018.67	10,517.87

Salary Schedule Effective: June 29, 2026
Revision Date: N/A
Page 4 of 4

City of Palmdale
Yearly Wage Range/Step Schedule - Bargaining Unit Positions
Effective June 29, 2026

Range	Step A	Step B	Step C	Step D	Step E	Step F
14	N/A	N/A	39,873.60	41,828.80	43,971.20	46,176.00
22	53,435.20	56,139.20	58,905.60	61,859.20	64,937.60	68,203.20
23	56,139.20	58,905.60	61,859.20	64,937.60	68,203.20	71,593.60
24	58,905.60	61,859.20	64,937.60	68,203.20	71,593.60	75,192.00
25	61,859.20	64,937.60	68,203.20	71,593.60	75,192.00	78,956.80
26	64,937.60	68,203.20	71,593.60	75,192.00	78,956.80	82,888.00
27	68,203.20	71,593.60	75,192.00	78,956.80	82,888.00	87,068.80
29	75,192.00	78,956.80	82,888.00	87,068.80	91,416.00	95,971.20
30	78,956.80	82,888.00	87,068.80	91,416.00	95,971.20	100,796.80
31	82,888.00	87,068.80	91,416.00	95,971.20	100,796.80	105,830.40
32	87,068.80	91,416.00	95,971.20	100,796.80	105,830.40	109,033.60
33	91,416.00	95,971.20	100,796.80	105,830.40	109,033.60	114,504.00
34	95,971.20	100,796.80	105,830.40	109,033.60	114,504.00	120,224.00
35	100,796.80	105,830.40	109,033.60	114,504.00	120,224.00	126,214.40

EXHIBIT B

TEAMSTERS LOCAL 986
EMPLOYEE GROUP

LIST OF LICENSES AND CERTIFICATIONS

License/Certificate	Current/New
MAINTENANCE - COMMUNITY PRESERVATION	
Hazwoper Certification	New
ISA Certified Arborist	Current
IMSA Temporary Work Zone Temporary Traffic Control Technician	Current
MAINTENANCE - FACILITIES	
National Locksmith Institute Locksmith Certification	New
EPA Section 608 Hvac Certification	New
MAINTENANCE - FLEET	
ASE Certification	New
NFPA70E National Fire Prevention Agency	New
Electric Vehicles	
AQMD/State Smoke/Smog check	New
MAINTENANCE - LANDSCAPE	
ISA Certified Arborist	Current
ISA Certified Utilities Specialist	Current
ISA Certified Urban Forest Professional	New
ISA Tree Risk Assessment Qualification/TRAQ	New
Certified Landscape Irrigation Auditor	Current
Turfgrass Management Certificate	New
Backflow Prevention Assembly Tester	New
Certified Water Conservation Manager	Current
IMSA Temporary Work Zone Temporary Traffic Control Technician	Current
QAL/QAC	Current
MAINTENANCE - PARKS	
ISA Certified Arborist	Current
ISA Certified Utilities Specialist	Current
ISA Certified Urban Forest Professional	New
ISA Tree Risk Assessment Qualification/TRAQ	New

EXHIBIT B (Continued)

TEAMSTERS LOCAL 986
EMPLOYEE GROUP

LIST OF LICENSES AND CERTIFICATIONS

License/Certificate	Current/New
Certified Landscape Irrigation Auditor	Current
Turfgrass Management Certificate	New
Backflow Prevention Assembly Tester	New
Certified Playground Safety Inspector	Current
Certified Water Conservation Manager	Current
IMSA Temporary Work Zone Temporary Traffic Control Technician	Current
QAL/QAC	Current
MAINTENANCE - UTILITIES	
California Water Environment Association Certificate, Collection System Maintenance Grade I	Current
California Water Environment Association Certificate, Collection System Maintenance Grade 2	Current
California Water Environment Association Certificate, Collection System Maintenance Grade 3	Current
California Water Environment Association Certificate, Collection System Maintenance Grade 4	Current
National Association of Sewer Service Companies - Pipeline Assessment Certification Program	Current
National Association of Sewer Service Companies - Manhole Assessment Certification Program	Current
APWA Certified Stormwater Manager (2027)	
QAL/QAC	Current
MAINTENANCE - TRAFFIC SIGNALS	
IMSA Temporary Work Zone Temporary Traffic Control Technician	Current
IMSA Traffic Signal Technician I, II, III	Current
IMSA Traffic Signal Inspector	New
IMSA/FOA Fiber Optic Technician	New
IMSA Transportation Center Systems Specialist	New
IMSA Traffic Control Markings Certificate	New
MAINTENANCE - STREETS	
ISA Certified Arborist	Current
ISA Certified Utilities Specialist	Current
IMSA Temporary Work Zone Temporary Traffic Control Technician	Current
QAL/QAC	Current

EXHIBIT B (Continued)

TEAMSTERS LOCAL 986
EMPLOYEE GROUP

LIST OF LICENSES AND CERTIFICATIONS

License/Certificate	Current/New
IMSA Traffic Control Markings I	Current
IMSA Traffic Control Markings II	New
AQUATICS	
Hazwoper Certification	

City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **HUMAN RESOURCES DEPARTMENT**

DISTRICT: **ALL**

SUBJECT: **ADOPT RESOLUTION NO. CC 2026-037, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE ESTABLISHING DEPUTY DIRECTORS / DIRECTORS / EXECUTIVE EMPLOYEES' COMPENSATION, BENEFITS, AND OTHER TERMS AND CONDITIONS OF EMPLOYMENT, SUPERSEDING RESOLUTION NO. CC 2023-037; AND ADOPT RESOLUTION NO. CC 2026-038, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE ESTABLISHING A MEDICAL BENEFIT PARTICIPATION PROGRAM FOR ACTIVE COUNCILMEMBERS PURSUANT TO GOVERNMENT CODE 53208**

RECOMMENDATION

Staff recommend that the City Council:

1. Adopt Resolution No. CC 2026-037, a Resolution of the City Council of the City of Palmdale establishing the Compensation, Benefits, and Other Terms and Conditions of Employment for Deputy Directors, Directors, and Executive Employees, superseding Resolution CC 2023-037; and,

2. Adopt Resolution No. CC 2026-038, a Resolution of the City Council of the City of Palmdale establishing a medical benefit program for active Councilmembers pursuant to Government Code Section 53208.

BACKGROUND

On November 15, 2023, the City Council adopted Resolution No. CC 2023-037 to consolidate and standardize the compensation, benefits, and terms and conditions of employment for the City's executive-level employees. Prior to the adoption of the Resolution, Directors and Executive employees were employed pursuant to individualized employment agreements. Resolution No. CC 2023-037 established a unified employment framework intended to provide consistency, transparency, and administrative efficiency while preserving existing compensation and benefit provisions.

Since the adoption of the Resolution, the City's organizational structure and operational needs have continued to evolve. As part of this review, the City evaluated executive-level classifications and determined that Deputy Directors serve in significant leadership and management capacities that warrant inclusion within the executive employment framework established by Resolution No. CC 2023-037.

Additionally, the City currently provides executive employees access to an executive-level physical examination program administered through UCLA medical facilities or another provider approved by the City Manager. The City has identified the need to formally authorize active City Councilmembers to participate in these programs, consistent with California Government Code Section 53208, which permits elected officials to participate in certain agency benefit programs when authorized by the legislative body.

DISCUSSION

Resolution No. CC 2026-037 updates and supersedes Resolution No. CC 2023-037 by expanding the classifications covered under the City's unified executive employment framework to include Deputy Directors, in addition to Directors and Executive Management employees. The Resolution establishes compensation, benefits, and other terms and conditions of employment applicable to these classifications and affirms the City Manager's authority, consistent with the Palmdale Municipal Code, to administer personnel matters relating to executive employees.

The inclusion of Deputy Directors recognizes the significant operational, administrative, and leadership responsibilities assigned to these positions, including departmental oversight, policy implementation, continuity of operations, and organizational management support.

Resolution No. CC 2026-038 establishes a medical physical examination benefit program for active City Councilmembers pursuant to Government Code Section 53208. Under the program, Councilmembers may participate in the same executive-level physical examination currently made available to designated executive employees through UCLA medical facilities or an equivalent provider approved by the City Manager.

The Councilmember benefit is limited solely to the physical examination itself and does not include any additional health, retirement, or deferred compensation benefits. The program is structured as a discretionary wellness benefit and is not connected to CalPERS, PARS, or any other retirement-related program or post-employment health benefit. Participation in the program does not create vested rights, and the City Council retains the authority to amend, suspend, or terminate the program at any time.

The City Manager or designee will administer the program and establish procedures for scheduling, provider coordination, and related administrative processes, consistent with existing executive physical examination practices.

FISCAL IMPACT

$0; Adoption of this Resolution does not create an immediate fiscal impact. Any future adjustments to compensation or benefits that carry financial implications will be incorporated into the City's budget process and presented to the City Council for consideration and approval as required.

STRATEGIC PLAN

Goal IV: Maintain a desirable community where everyone wants to live, work, and play.

C. Invest in staff and other human resource strategies to attract and retain a highly qualified, diverse, and creative workforce.

Prepared by:	Yvette Barrios, Director of Human Resources
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Reso. No. CC 2026-037
Reso. No. CC 2026-038

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2026-037

ADOPT RESOLUTION NO. CC 2026-037, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE, ESTABLISHING DEPUTY DIRECTORS / DIRECTORS / EXECUTIVE EMPLOYEES' COMPENSATION, BENEFITS, AND OTHER TERMS AND CONDITIONS OF EMPLOYMENT, SUPERSEDING RESOLUTION NO. CC 2023-037

WHEREAS, the City of Palmdale ("City") employed its Directors and Executive management staff by individual employment agreements; and

WHEREAS, the City of Palmdale consolidated and terminated all of the existing Employment Agreements held by incumbents terminated on November 19, 2023, and established the terms and conditions of employment by a unified Compensation Program Resolution No. CC 2023-037 that continued the existing terms and conditions of the individual Employment Agreements and thereafter established the compensation programs for all future Directors and Executive Employees; and

WHEREAS, the City Manager determined that a more effective oversight, fairness, and consistency of administration of the Directors and Executive Management staff would be accomplished through the adoption of a unified Compensation Program Resolution No. CC 2023-037 and, therefore recommended that the City Council adopted Resolution No. CC 2023-037 memorializing the compensation, benefits, and other terms and conditions of employment for all Directors and Executive Management employees; and

WHEREAS, the City Manager has determined to amend and replace Resolution No. CC 2023-037 and, therefore, recommends adding all current and future Deputy Directors to the revised unified Compensation Program Resolution No. CC 2026-037.

NOW THEREFORE, BE IT RESOLVED, THE CITY COUNCIL OF THE CITY OF PALMDALE DOES HEREBY FIND, DETERMINE, RESOLVE AND ORDER AS FOLLOWS:

SECTION 1. <u>City Manager Authority.</u> In accordance with the City of Palmdale Municipal Code §2.04(B)(C) and(D), the City Manager is the administrative head of the City government and responsible for the efficient administration of all City affairs including, without limitation, directing department heads, transfer employees from one department to another, consolidate or combine offices, position, departments or units, appoint, remove, exercise control over and supervise departments and City employees, with the exception of the City Attorney and the City Treasurer.

SECTION 2. <u>Pay Increase.</u> The City Manager has the discretion to authorize pay increases within the approved steps of the Classification and Pay Plan.

SECTION 3. <u>Classifications Covered.</u> The following Deputy Directors, Directors,

and Executive Management classifications shall be covered under the provisions of this Resolution:

- Assistant City Manager
- Deputy City Manager
- Director
- Director of Public Works
- Deputy Director

All Employees in the above-listed positions shall be employed by the City in accordance with the terms and conditions provided herein.

SECTION 4. Salary Schedule. All classifications covered by this Resolution shall be paid in accordance with the City's existing "Classification and Pay Plan" as may be adopted and modified from time to time by the City Council.

SECTION 5. CalPERS Retirement. The City is a member of the California Employees' Retirement System (CalPERS). All full-time employees are enrolled in either a New Member or a Classic plan as determined by CalPERS.

SECTION 6. Employment Status. All employees covered by this Resolution shall serve at the pleasure of the City Manager and may be terminated at any time, with or without cause, and without any right to a pre- or post-termination hearing. In the event an employee is terminated without cause, the City shall pay to the employee severance in an amount not to exceed six (6) month's salary, less applicable deductions. As a condition to receiving severance under this Section, the employee would be required to execute a severance and release agreement wherein the employee would agree to resign and release any and all claims, including civil and administrative claims, in exchange for the severance pay. Employees terminated for cause or who voluntarily resign from their positions are not entitled to severance benefits. Upon termination of employment either with or without cause, the employee shall be paid for accrued but unused vacation, floating holiday, and administrative leave, but not for accrued sick leave in accordance with state law or the City's Human Resources Rules & Regulations.

SECTION 7. Deferred Compensation. All employees covered under this Resolution shall be eligible to enroll in the City's Deferred Compensation Plan. The Plan types, along with the terms and conditions of participation in the Plan, are subject to modification by the City Council as required under applicable federal and California law. The City shall annually contribute: 1) Deputy Directors -- Two thousand five hundred dollars ($2,500); and Directors and Executive Staff -- Five thousand dollars ($5,000) to participating employees, such amounts to be equally contributed per pay period to each pay period established by the City.

SECTION 8. Auto Allowance. The following classifications shall be eligible for an auto allowance: 1) Deputy City Manager -- $ 200/month; 2) Director -- $ 200/month; 3) Assistant City Manager -- $ 400/month; and 4) Deputy Director -- $ 150/month.

SECTION 9. UCLA Physical. All employees covered by this Resolution shall be entitled to one executive physical every other fiscal year at the UCLA medical facilities.

SECTION 10. Cost of Living Adjustments (COLA). The City Council may, from time to time, adopt by Resolution COLA adjustments and/or adjustments to the Classification and Pay Plan for those employees covered under this Resolution. Employees covered by this Resolution shall receive a COLA when the City Council approves a COLA for General Employees.

SECTION 11. Accrued Leave. Employees covered under this Resolution shall accrue the following leaves:

a. **Vacation:** Employees shall accrue vacation leave at the rate of 6.15 hours per pay period (160 hours annually), such pay periods as established by the City Council.
b. **Sick Leave:** Employees shall accrue sick leave at the rate of 3.7 hours per pay period (96 hours annually), such pay periods as established by the City Council.
c. **Administrative Leave:** Employees shall accrue administrative leave at the rate of 3.7 hours per pay period (96 hours annually), such pay period as established by the City Council.

SECTION 12. Medical, Dental, and Vision Insurance. All classifications covered by this Resolution shall continue to receive the same Medical, Dental, and Vision insurance as General Employees and may be modified from time to time.

SECTION 13. Long Term Disability Insurance. The City will continue to contribute one hundred percent (100%) of the premium for Long Term Disability Insurance, the same as General Employees, and may be modified from time to time.

SECTION 14. Life Insurance. The City will continue to contribute one hundred percent (100%) of the premium for a term life policy of $50,000, the same as General Employees, and may be modified from time to time.

SECTION 15. Professional Development. The City agrees to budget and pay for professional dues, subscriptions, trainings, and other associated costs, such as travel, room, and board, on behalf of the Employee, which are reasonably necessary for professional growth as solely determined by the City Manager.

SECTION 16. Technology/Cell Phone Allowance. The City shall provide the employee with a City-issued cell phone for the conduct of City business only, paid for by the City. In the alternative, the employee may elect to receive a cell phone allowance in accordance with the City's Administrative Policy A-4.

SECTION 17. Existing Employment Agreements. The City Council shall continue to

recognize and comply with the terms of the Employment Agreements of the City Manager and City Attorney. The City Manager and City Attorney positions are not covered under the provisions of this Resolution and may enter into separate Employment Agreements with the City Council.

SECTION 18. Effective Date. The effective date of this resolution shall be July 1, 2026.

SECTION 19. Passed and Adopted. The City Clerk of the City of Palmdale shall certify the passage and adoption of this resolution, and its approval by the City Council shall cause the same to be listed in the records of the City.

PASSED, APPROVED and **ADOPTED** this 7th day of July, 2026.

_____
Eric Ohlsen, Mayor

APPROVED AS TO FORM:

_____
Alexandra Severino
City Attorney

ATTEST:

_____
Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of the City of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 7th day of July 2026 by the following roll call vote:

AYES: _____

NOES:_____

ABSTAIN:_____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2026-038

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE ESTABLISHING A MEDICAL BENEFIT PARTICIPATION PROGRAM FOR ACTIVE COUNCILMEMBERS PURSUANT TO GOVERNMENT CODE SECTION 53208

WHEREAS, Palmdale (the "City") maintains a health and welfare benefits program for its officers and employees pursuant to applicable law, including California Government Code Section 53201 and California Government Code Section 53208;

WHEREAS, members of the City Council are "officers" within the meaning of Government Code Sections 53201 and 53208;

WHEREAS, Government Code Section 53208 authorizes local agencies to permit officers to participate in the agency's health and welfare benefit programs on terms established by the legislative body;

WHEREAS, the City Council finds that providing Councilmembers access to health benefits serves a legitimate public purpose by supporting the recruitment and retention of qualified elected officials, promoting continuity in governance, and aligning with common public-sector practices;

WHEREAS, the City Council further finds that requiring Councilmembers to pay all premiums in alignment with its officers and employees upon eligibility is fiscally responsible and consistent with industry standards;

WHEREAS, the City Council has considered the structure of the City's retirement systems and notes that Councilmembers may participate in different retirement programs, including California Public Employees' Retirement System and alternative plans such as Public Agency Retirement Services, and finds that the health & welfare benefits participation program established herein is independent of, and does not modify or confer rights under, any retirement system;

WHEREAS, the City Council intends that this program be administered in compliance with applicable state and federal law governing public agency benefit programs, including applicable non-discrimination requirements, and recognizes that governmental plans are generally exempt from the Employee Retirement Income Security Act of 1974 ("ERISA");

WHEREAS, the City Council further finds that participation shall include eligible dependents, and that eligible dependents may continue coverage under COBRA in the event of termination of the elected term or Councilmember's death,

in compliance with applicable state and federal law governing public agency benefit programs; and

WHEREAS, the City Council further finds that all active Councilmembers as of July 1, 2026, shall be eligible to participate in the executive-level UCLA Physical program, which would entitle Councilmembers to one physical every other fiscal year at the UCLA medical facilities contracted by the City.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Palmdale as follows:

SECTION 1. Recitals. The City Council hereby specifically finds that all of the facts set forth in the Recitals are true and correct and constitute the finding of the City Council in this matter.

SECTION 2. Authority and Purpose. This Resolution is adopted pursuant to Government Code Sections 53201 and 53208 and is intended to establish an executive-level physical benefit participation program for eligible Councilmembers, consistent with applicable law governing health and welfare benefit programs of elected officials. The City does not participate in the Public Employees' Medical and Hospital Care Act ("PEMHCA)", and the health participation program established by this Resolution is administered independently of CalPERS health benefits.

SECTION 3. Eligibility. A member of the City Council shall be eligible to participate in the City's health benefits program upon eligibility as defined in the City's health and welfare plan;

SECTION 4. Eligible Dependents. A Councilmember may enroll eligible dependents as defined by the City's health and welfare plan. If a Councilmember's elected term ends or death, eligible dependents may continue coverage under COBRA in accordance with plan rules and applicable law.

SECTION 5. Premiums and Cost Responsibility. A Councilmember shall pay all premiums in alignment with its officers' and employees' premium costs as defined in the health and welfare premium rates document, upon eligibility. Failure to timely pay required premiums shall result in termination of coverage.

SECTION 6. Non-Discrimination and Legal Compliance. This program is a governmental plan within the meaning of 29 U.S.C. §1002(32) and is exempt from Title I of the Employee Retirement Income Security Act of 1974. The City shall administer this program in accordance with applicable nondiscrimination laws, including Government Code Section 11135 and Section 1557 of the Affordable Care Act. The City intends that eligibility criteria and administration of the program

be applied uniformly and in a manner that does not unlawfully discriminate based on any protected classification.

SECTION 7. No Vested Rights. Participation in the health and welfare benefits program constitutes a limited privilege and does not guarantee or create any vested right to continued participation or any specific level of benefits. Participation does not create a contractual or vested right under California Constitution Article I, Section 9. The City Council expressly reserves the right to amend, modify, or terminate this program, in whole or in part, at any time, with or without notice, to the extent permitted by law.

SECTION 8. Relationship to Retirement Systems. Participation in this program is independent of any retirement system, including but not limited to California Public Employees' Retirement System and Public Agency Retirement Services, and shall not create or modify any rights, obligations, or benefits under such systems. Nothing in this Resolution shall be interpreted to create eligibility for CalPERS-administered health benefits, and the program established herein is separate from and unrelated to PEMHCA.

SECTION 9. Administration. The City Manager, or designee, is authorized to adopt administrative rules and procedures necessary to implement this Resolution. In the event of any conflict between this Resolution and the terms of the City's applicable health and welfare plan documents or insurance contracts, the terms of the applicable plan documents shall control.

SECTION 10. Executive-Level Physical for Active Councilmembers. All individuals who are active Councilmembers as of July 1, 2026, shall be entitled to one (1) executive-level physical every other fiscal year. The physical shall be performed at UCLA medical facilities or another equivalent provider approved by the City Manager. The City Manager, or designee, shall establish administrative procedures.

SECTION 11. Passed and Adopted. The City Clerk of the City of Palmdale shall certify the passage and adoption of this resolution, and its approval by the City Council shall cause the same to be listed in the records of the City.

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PASSED, APPROVED, and **ADOPTED** this 7th day of July 2026.

_____
Eric Ohlsen
Mayor

APPROVED AS TO FORM:

ATTEST:

_____
Alexandra M. Severino
City Attorney

_____
Rochelle Scott
City Clerk

I, Rochelle Scott, City Clerk of the City of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 7th day of July, 2026 by the following roll call vote:

AYES: _____

NOES:_____

ABSTAIN:_____ABSENT:_____

Date: _____ _____

Rochelle Scott, City Clerk

City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **CITY MANAGER DEPARTMENT**
CITY CLERK DIVISION

DISTRICT: **ALL**

SUBJECT: **ADOPT RESOLUTION NO. CC 2026-041, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE ADOPTING THE DISRUPTION OF REMOTE ACCESS TECHNOLOGY DURING PUBLIC MEETINGS POLICY**

RECOMMENDATION

Staff recommend that the City Council:

1. Adopt Resolution No. CC 2026-041, a Resolution of the City Council of the City of Palmdale adopting the Disruption of Remote Access Technology During Public Meetings Policy.

BACKGROUND

On October 3, 2025, Governor Newsom signed Senate Bill 707 (SB 707) into law, amending the Brown Act to diversify and increase public engagement during local government meetings of legislative bodies. Among the new requirements under SB 707, all qualified legislative bodies must now offer hybrid meetings (via a two-way phone or video platform).

In addition, SB 707 requires the City to formally adopt, on or before July 1, 2026, a policy that outlines the procedures for recessing and reconvening a meeting in the event of a disruption and the efforts the City Council and staff shall make to attempt to restore the service.

DISCUSSION

Staff prepared the policy to comply with the new State requirement. The policy mirrors the meeting disruption guidelines already outlined in SB 707, which require the legislative body to recess and attempt to restore service for at least one hour. If service cannot be restored within one hour, the legislative public body must conduct a roll-call vote

confirming that good-faith efforts were made and that the public interest in continuing the meeting outweighs the need for remote access. (Cal. Gov. Code § 54953.4(b)(1).)

FISCAL IMPACT

$0; There is no fiscal impact associated with this item.

STRATEGIC PLAN

Goal II: Ensure long-term fiscal health of the City and maintain funding for services.

C. Involve and expand engagement to enhance public oversight and transparency.

Prepared by:	Alexandra Severino, City Attorney
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, City Manager
Approved as to form:	Alexandra Severino, City Attorney

ATTACHMENTS

Reso. No. CC 2026-041
Policy for Disruption of Remote Access Technology During Public Meetings

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2026-041

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE ADOPTING THE DISRUPTION OF REMOTE ACCESS TECHNOLOGY DURING PUBLIC MEETINGS POLICY

WHEREAS, the Ralph M. Brown Act (Government Code § 54950 et seq.) establishes requirements for open and public meetings of local legislative bodies*; and*

WHEREAS*,* Senate Bill 707 (SB 707, 2025) amended the Brown Act to update teleconferencing and accessibility requirements, including provisions related to remote participation in public meetings; and

WHEREAS, Government Code § 54953.4(b)(1)(A) requires eligible legislative bodies, on or before July 1, 2026, to adopt at a noticed public meeting in open session, and not on the consent calendar, a policy addressing disruption of telephonic or internet service during meetings; and

WHEREAS, the required policy must address procedures for recessing and reconvening a meeting in the event of a disruption and the efforts the legislative body will make to attempt to restore service; and

WHEREAS, Government Code § 54953.4 further requires that, in the event of a disruption preventing members of the public from observing or participating in the meeting through a two-way telephonic or audiovisual platform, the legislative body shall recess the open session for at least one hour and make a good faith effort to restore service, and may not reconvene open session; and

WHEREAS, if telephonic or internet service has not been restored upon reconvening, the legislative body must make findings by roll call vote that good faith efforts to restore service have been made and that the public interest in continuing the meeting outweighs the public interest in remote public access; and

WHEREAS, adoption of a technology disruption policy is required to ensure compliance with state law and to promote transparency and continuity of public meetings; and

WHEREAS, the proposed City Council policy addressing disruption of telephonic or internet service during City Council meetings has been prepared in accordance with Government Code § 54953.4 and is attached hereto as Exhibit 1; and

WHEREAS, the activity is not a "Project" as defined under Section 15378 of the California Environmental Quality Act (CEQA) State Guidelines; therefore, pursuant to State Guidelines Section 15060(c)(3), no environmental review is required; and

NOW THEREFORE, BE IT RESOLVED, THE CITY COUNCIL OF THE CITY OF PALMDALE DOES HEREBY FIND, DETERMINE, RESOLVE AND ORDER AS FOLLOWS:

SECTION 1. the City Council of the City of Palmdale, that it adopts the City Council policy entitled "Disruption of Remote Access Technology During Public Meetings," in the form presented, with such minor modifications as may be required or approved by the City Attorney.

SECTION 2. The City Clerk shall certify the adoption of this resolution.

PASSED, APPROVED and **ADOPTED** this 7th day of July, 2026.

_____
Eric Ohlsen, Mayor

APPROVED AS TO FORM:

_____
Alexandra Severino
City Attorney

ATTEST:

_____
Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of the City of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 7th day of July, 2026, by the following roll call vote:

AYES: _____

NOES:_____

ABSTAIN:_____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

Exhibit 1
Resolution No. CC 2026-041
Disruption of Remote Access Technology During Public Meetings Policy

PURPOSE

The purpose of this Policy is to establish procedures for the City of Palmdale City Council, Boards, Commissions, Committees, and other legislative bodies subject to the Ralph M. Brown Act ("Legislative Bodies") to address disruptions in telephonic, internet, or audiovisual services that prevent members of the public from remotely attending, observing, or participating in public meetings.

This Policy is adopted in compliance with Senate Bill 707 (2025), codified in California Government Code section 54953.4, and is intended to promote transparency, public access, continuity of government operations, and compliance with the Brown Act.

POLICY & PROCEDURES

The City of Palmdale is committed to ensuring public access to open meetings through reliable remote participation technology whenever remote access is offered or required by law. In the event of a disruption affecting remote access services, the City shall make good faith efforts to restore such services while balancing the need for continuity of government operations and public participation.

SCOPE

This Policy applies to all meetings of City Legislative Bodies where remote access participation or observation is provided through telephonic, internet-based, or audiovisual communication platforms.

This Policy applies to:

- Regular meetings
- Special meetings
- Adjourned meetings
- Study sessions
- Public hearings
- Hybrid meetings conducted in-person with remote participation options

This Policy does not apply to purely in-person meetings where no remote access is offered.

5. DEFINITIONS

5.1 Disruption

"Disruption" means any interruption, degradation, outage, or failure of telephonic, internet, streaming, audiovisual, or related technology that materially prevents members of the public from attending, observing, or participating remotely in a public meeting.

5.2 Remote Access Services

"Remote Access Services" means any two-way telephonic, internet-based, audiovisual, webcast, or video conferencing technology used by the City of Palmdale to provide remote public access to meetings.

5.3 Good Faith Efforts

"Good Faith Efforts" means reasonable and timely attempts by City staff or contractors to diagnose, mitigate, repair, replace, or restore disrupted remote access services.

5.4 Legislative Body

"Legislative Body" shall have the same meaning as set forth in Government Code section 54952.

6. RESPONSIBILITIES

6.1 City Clerk

The City Clerk or designee shall:

- Monitor meeting access systems during meetings
- Announce disruptions to the public
- Coordinate procedural compliance with the Brown Act
- Document disruption events and actions taken
- Ensure meeting minutes reflect disruptions and findings

6.2 Information Technology Department

The Information Technology Department or designated support personnel shall:

- Monitor meeting access systems during meetings
- Provide technical support during meetings
- Attempt restoration of disrupted services
- Maintain backup communication methods when feasible
- Document technical restoration efforts

6.3 Presiding Officer

The Mayor, Chairperson, or Presiding Officer shall:

- Determine when a disruption materially impacts remote access
- Announce recesses or procedural actions
- Reconvene meetings consistent with this Policy and the Brown Act
- Call for required roll call votes

7. PROCEDURES DURING A SERVICE DISRUPTION

7.1 Identification of Disruption

Upon becoming aware of a disruption to remote access services, the Presiding Officer or City Clerk shall promptly announce the disruption during the meeting, if feasible.

7.2 Immediate Actions

The Legislative Body may:

1. Temporarily recess the open session meeting;
2. Continue into closed session if authorized under the Brown Act; or
3. Pause discussion until technical assessment is completed.

7.3 Technical Response

City staff shall immediately begin good faith efforts to restore services, including but not limited to:

- Restarting or troubleshooting meeting software
- Rebooting audiovisual equipment
- Re-establishing internet connectivity
- Switching to backup internet or communication systems
- Utilizing alternative conferencing platforms
- Contacting service providers or technical vendors

7.4 Minimum Recess Period

Unless service is restored sooner, the meeting shall remain in recess for a minimum of one (1) hour from the time the disruption was identified.
The Presiding Officer may extend the recess if restoration efforts are actively underway and continuation is reasonably anticipated.

8. RECONVENING THE MEETING

8.1 Restoration of Service

If remote access services are restored before or during the recess period, the Legislative Body may reconvene and continue the meeting.

8.2 Failure to Restore Service

If remote access services are not restored after one hour, the Legislative Body may:

1. Adjourn the meeting to a future date and time; or
2. Continue the meeting upon adoption of a finding by roll call vote.

8.3 Required Finding

Prior to continuing a meeting without restored remote access services, the Legislative Body shall adopt the following or substantially similar finding:

“The City of Palmdale has made good faith efforts to restore telephonic or internet service in accordance with its adopted Technology Disruption Policy,

and the public interest in continuing the meeting outweighs the public interest in remote public access."

Approval of this finding shall require a majority vote of the members present.

9. PUBLIC COMMUNICATION

When feasible, the City shall provide updates regarding service disruptions through available communication channels, which may include:

- City website notices
- Meeting platform notifications
- Social media postings
- Public address announcements
- Email notifications, if applicable

10. RECORDKEEPING

The City Clerk shall ensure the meeting minutes include:

- The time and nature of the disruption
- Actions taken in response
- Technical restoration efforts
- The duration of any recess
- Any motions or findings adopted
- The time the meeting reconvened or adjourned

Supporting technical documentation may be retained in accordance with the City's records retention schedule.

11. ACCESSIBILITY

The City shall continue to make reasonable efforts to ensure accessibility during meetings, including compliance with the Americans with Disabilities Act (ADA) and applicable accessibility standards for remote participation technology.

12. TRAINING

The City Clerk's Office and Information Technology Department shall provide periodic training to relevant staff and Legislative Body support personnel regarding:

- Brown Act compliance
- Meeting technology operations
- Disruption response procedures
- Backup communication methods

Successor Agency Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE CHAIR AND DIRECTORS**

FROM: **OPERATIONS DEPARTMENT**
FINANCE DIVISION

DISTRICT: **ALL**

SUBJECT: **ADOPT RESOLUTION NO. SA 2026-006, A RESOLUTION OF THE SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PALMDALE APPROVING THE FORM OF THE PRELIMINARY OFFICIAL STATEMENT AND THE CONTINUING DISCLOSURE CERTIFICATE RELATING TO THE 2026 TAX ALLOCATION REFUNDING BONDS AND AUTHORIZING CERTAIN OTHER ACTIONS IN CONNECTION THEREWITH**

RECOMMENDATION

Staff recommend that the Board of Directors of the Successor Agency to the Community Redevelopment Agency of the City of Palmdale:

1. Adopt Resolution No. SA 2026-006, a Resolution of the Successor Agency to the Community Redevelopment Agency of the City of Palmdale approving the form of the Preliminary Official Statement relating to the 2026 Tax Allocation Refunding Bonds;

2. Approve the form of the Continuing Disclosure Certificate relating to the 2026 Tax Allocation Refunding Bonds;

3. Authorize the distribution of the Preliminary Official Statement to prospective purchasers of the Bonds; and,

4. Authorize the preparation, execution, and delivery of the Final Official Statement and related documents necessary to complete the financing.

BACKGROUND

On May 5, 2026, the Board of Directors of the Successor Agency to the Community Redevelopment Agency of the City of Palmdale (Successor Agency) adopted Resolution No. SA 2026-004 authorizing the issuance of Tax Allocation Refunding Bonds for the

purpose of refunding the Agency's outstanding 2016 Subordinate Tax Allocation Refunding Bonds to generate debt service savings.

Subsequent to the Successor Agency's approval on May 5, 2026, the Los Angeles County Fifth Supervisorial District Consolidated Oversight Board (County Oversight Board) also approved the refunding and use of unspent proceeds at its meeting on June 11, 2026. The County Oversight Board action is now subject to approval by the Department of Finance (DOF), which confirmed receipt of notification on June 18, 2026. Pursuant to Section 34177.5(f) of the Health and Safety Code, the DOF has up to 60 days from confirmation of receipt to review the County Oversight Board's action. That process is expected to conclude no later than late August 2026.

Following approval of the financing authorization by the County Oversight Board, the Agency's financing team prepared the Preliminary Official Statement and Continuing Disclosure Certificate in connection with the proposed financing necessary to market the Refunding Bonds to prospective investors. The purpose of this action is to approve these items.

On April 26, 2016 and June 23, 2016, the Successor Agency issued two series of Tax Allocation Refunding Bonds consisting of (i) $31,490,000 Subordinate Tax Allocation Refunding Bonds, Series A, and (ii) $41,645,000 Subordinate Tax Allocation Refunding Bonds, Series B, for a combined original principal amount of $73,135,000. Approximately $38,080,000 of the 2016 Bonds remains outstanding.

The proposed Refunding Bonds would refund the outstanding 2016 Bonds and refinance them in a manner expected to generate ongoing debt service savings for the Agency and affected taxing entities, in compliance with AB 1484. Based on current market conditions, aggregate savings are estimated to be approximately $2.3 million over the life of the Refunding Bonds.

DISCUSSION

Preliminary Official Statement (POS)

The POS serves as the principal disclosure document for prospective purchasers of the proposed Refunding Bonds. The POS provides information regarding the Successor Agency, the pledged revenues securing the Bonds, the refunding plan, debt service requirements, risk factors, and other information material to investors. Approval of the POS will allow the underwriter to distribute the document to potential investors in advance of pricing the Bonds.

Continuing Disclosure Certificate

The Continuing Disclosure Certificate establishes the Successor Agency's ongoing disclosure obligations following issuance of the Bonds. These obligations include the annual filing of financial and operating information and the reporting of certain material events, in accordance with Securities and Exchange Commission Rule 15c2-12.

Upon approval of the attached documents, the financing team will be able to proceed with marketing and pricing of the Bonds, subject to final approval from DOF and prevailing market conditions.

FISCAL IMPACT

There is no direct fiscal impact associated with approval of the Preliminary Official Statement and Continuing Disclosure Certificate. There are no net costs associated with the issuance of the Refunding Bonds, and staff time and financing costs will be reimbursed from bond proceeds.

It is currently estimated that issuing Refunding Bonds will result in ongoing debt service savings in an aggregate amount of $2.3 million, or the equivalent of just under $2.0 million in present value savings to the RPTTF, which the City will share via an increase to the annual distribution of residual amounts in the RPTTF.

STRATEGIC PLAN

Goal II: Ensure long-term fiscal health of the City and maintain funding for services.

B. Manage resources, costs, and liabilities to ensure the City's long-term fiscal health.

Prepared by:	Janelle Samson, Deputy City Manager
Certified as to availability of Funds:	Janelle Samson, Deputy City Manager
Approved by:	Salvador Mendez, Executive Director
Approved as to form:	Alexandra Severino, General Counsel

ATTACHMENTS

Reso. No. SA 2026-006
Preliminary Official Statement
Continuing Disclosure Certificate

SUCCESSOR AGENCY
TO THE COMMUNITY REDEVELOPMENT AGENCY
OF THE CITY OF PALMDALE
CALIFORNIA
RESOLUTION NO. SA 2026-006

A RESOLUTION OF THE SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PALMDALE APPROVING THE FORM OF THE PRELIMINARY OFFICIAL STATEMENT AND THE CONTINUING DISCLOSURE CERTIFICATE RELATING TO TAX ALLOCATION REFUNDING BONDS AND AUTHORIZING CERTAIN OTHER ACTIONS IN CONNECTION THEREWITH

WHEREAS, the Successor Agency to the Community Redevelopment Agency of the City of Palmdale (Successor Agency) approved the issuance of its tax allocation refunding bonds (2026 Bonds) by Resolution No. SA 2026-004 (Bond Resolution), at its meeting on May 5, 2026, for the purpose of achieving debt service savings; and

WHEREAS, the Los Angeles County Fourth Supervisorial District Consolidated Oversight Board approved the issuance of the 2026 Bonds by its Resolution No. 26-3149 at its meeting on June 11, 2026; and

WHEREAS, the Successor Agency wishes at this time to approve the form of a Preliminary Official Statement and form of the Continuing Disclosure Certificate, each relating to the 2026 Bonds;

NOW THEREFORE, BE IT RESOLVED, THE SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PALMDALE DOES HEREBY FIND, DETERMINE, RESOLVE AND ORDER AS FOLLOWS:

SECTION 1. The form of the Preliminary Official Statement relating to the 2026 Bonds (Preliminary Official Statement) presented herewith is hereby approved. Each of the Chair of the Board, the Vice Chair of the Board, the Executive Director of the Successor Agency, the Deputy Executive Director of the Successor Agency and the Chief Finance Officer of the Successor Agency, and their respective written designees (each an Authorized Officer and collectively, the Authorized Officers), are, and each of them is, hereby authorized and directed, for and in the name of the Successor Agency, to sign a certificate pursuant to Rule 15c2-12 promulgated under the Securities Exchange Act of 1934 relating to the Preliminary Official Statement (Deemed Final Certificate). The Authorized Officers are each hereby authorized to deliver the Preliminary Official Statement to Raymond James & Associates, Inc., as underwriter of the 2026 Bonds (Underwriter), in the form presented at this meeting with such changes, insertions and omissions as may be recommended by Best Best & Krieger LLP (Bond and Disclosure Counsel), and approved by the Authorized Officer executing the same, said approval being conclusively evidenced by the delivery of a Deemed Final Certificate.

SECTION 2. The Authorized Officers are each hereby further authorized and directed to execute, approve and deliver the final Official Statement in the form of the Preliminary Official Statement, with such changes, insertions and omissions as may be approved by Bond and Disclosure Counsel, and approved by the Authorized Officer

executing the same, said execution being conclusive evidence of such approval. The Underwriter is hereby authorized to distribute the Preliminary Official Statement to prospective purchasers of the 2026 Bonds and is directed to deliver copies of any final Official Statement to all actual purchasers of the 2026 Bonds.

SECTION 3. The form of the Continuing Disclosure Certificate relating to the 2026 Bonds (Continuing Disclosure Certificate) presented herewith is hereby approved. The Authorized Officers are each hereby authorized and directed to execute and deliver the Continuing Disclosure Certificate in the form presented at this meeting with such changes, insertions, and omissions as may be recommended by Bond and Disclosure Counsel and approved by the Authorized Officer executing the same, said execution being conclusive evidence of such approval.

SECTION 4. Each of the Authorized Officers and other appropriate officers of the Successor Agency, acting alone, is authorized and directed, jointly and severally, to do any and all things and to execute and deliver any and all documents and contracts that they may deem necessary or advisable in order to carry out, give effect to, and comply with the terms and intent of this resolution and the Bond Resolution.

SECTION 5. This Resolution shall take effect immediately upon its adoption.

SECTION 6. The Secretary shall certify as to the adoption of this Resolution.

PASSED, APPROVED and **ADOPTED** this 7th day of July, 2026.

_____
Eric Ohlsen, Chair

APPROVED AS TO FORM:

_____
Alexandra Severino
General Counsel

ATTEST:

_____
Rochelle Scott,
Agency Secretary

I, Rochelle Scott, Agency Secretary of the Successor Agency to the Community Redevelopment Agency of the City of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the Successor Agency at a regular meeting of said Agency held on the 7th day of July, 2026, by the following roll call vote:

AYES: _____

NOES:_____

ABSTAIN:_____ABSENT:_____

Date: _____ _____
Rochelle Scott, Agency Secretary

PRELIMINARY OFFICIAL STATEMENT DATED _____, 2026

NEW ISSUE – BOOK-ENTRY **RATINGS**

INSURED RATING: S&P: "____"
UNDERLYING RATING: S&P: "____"
(See "CONCLUDING INFORMATION - Ratings on the Bonds" herein.)

In the opinion of Best Best & Krieger LLP, Riverside, California ("Bond Counsel"), subject, however, to certain qualifications described in this Official Statement, under existing statutes, regulations, rulings and judicial decisions, and assuming certain representations and compliance with certain covenants and requirements described herein, the interest on the Bonds is excluded from gross income for federal income tax purposes, and interest on the Bonds is not an item of tax preference for purposes of calculating the federal alternative minimum tax imposed on individuals and corporations; however, interest on the Bonds is taken into account in determining the annual adjusted financial statement income of certain corporations for the purpose of computing the alternative minimum tax imposed on certain corporations. In the further opinion of Bond Counsel, interest on the Bonds is exempt from California personal income tax. See "TAX MATTERS" herein.

LOS ANGELES COUNTY **STATE OF CALIFORNIA**

$_____
SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PALMDALE TAX ALLOCATION REFUNDING BONDS, 2026 SERIES A

Dated: Date of Delivery **Due: September 1 as Shown on the inside cover page**

The cover page contains certain information for quick reference only. It is not a summary of the issue. Potential investors must read the entire Official Statement to obtain information essential to the making of an informed investment decision. See "RISK FACTORS" herein for a discussion of special risk factors that should be considered in evaluating the investment quality of the Bonds.

Proceeds from the sale of the Successor Agency to the Community Redevelopment Agency of the City of Palmdale Tax Allocation Refunding Bonds, 2026 Series A (the "Bonds") will be used to refinance certain outstanding obligations of the Successor Agency to the Community Redevelopment Agency of the City of Palmdale (the "Successor Agency").

The Bonds will be issued under an Indenture of Trust dated as of _____ 1, 2026 (the "Indenture"), by and between the Successor Agency and U.S. Bank Trust Company, National Association, as trustee (the "Trustee"). The Bonds are special obligations of the Successor Agency and are payable solely from and secured by a pledge of certain tax increment revenues of the Former Agency's Redevelopment Project No. 1 and Merged Redevelopment Project Area (the "Combined Project Areas") on a basis subordinate to certain other obligations of the former Community Redevelopment Agency of the City of Palmdale (the "Former Agency"), and by a pledge of amounts in certain funds and accounts established under the Indenture (see "SECURITY FOR THE BONDS" and "RISK FACTORS").

Interest on the Bonds is payable semiannually on each March 1 and September 1, commencing _____, until maturity (see "THE BONDS - General Provisions" herein). The Bonds are not subject to redemption prior to maturity.

The Bonds do not constitute a debt or liability of the City of Palmdale, the County of Los Angeles, the State of California or of any political subdivision thereof, other than the Successor Agency. The Successor Agency shall only be obligated to pay the principal of the Bonds, or the interest thereon, from the funds described herein, and neither the faith and credit nor the taxing power of the City of Palmdale, the County of Los Angeles, the State of California or any of its political subdivisions is pledged to the payment of the principal of or the interest on the Bonds. The Successor Agency has no taxing power.

The scheduled payment of principal of and interest with respect to the Bonds when due will be guaranteed under an insurance policy to be issued concurrently with the delivery of the Bonds by _____. See "MUNICIPAL BOND INSURANCE" and "APPENDIX H - SPECIMEN MUNICIPAL BOND INSURANCE POLICY."

[INSURER LOGO]

The Bonds are being offered when, as and if issued, subject to the approval as to their legality by Best Best & Krieger LLP, Riverside, California, as Bond Counsel. Certain legal matters will also be passed on for the Successor Agency by Best Best & Krieger LLP, Riverside, California, as Disclosure Counsel, and by Alexandra Mae Severino, the City Attorney in her capacity as general counsel to the Successor Agency. Certain legal matters will be passed on for the Underwriter by its counsel, Stradling Yocca Carlson & Rauth LLP, Newport Beach, California. It is anticipated that the Bonds will be available for delivery through the facilities of The Depository Trust Company on or about _____, 2026 (see "APPENDIX G - THE BOOK-ENTRY SYSTEM" herein).

[UNDERWRITER LOGO]

The date of the Official Statement is _____, 2026.

$_____

SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PALMDALE TAX ALLOCATION REFUNDING BONDS, 2026 SERIES A

MATURITY SCHEDULE

Maturity Date September 1	Principal Amount	Interest Rate	Yield	Price	CUSIP®† (69672F)

† CUSIP® is a registered trademark of the American Bankers Association. CUSIP data herein is provided by CUSIP Global Services, managed by S&P Capital IQ on behalf of the American Bankers Association. CUSIP numbers have been assigned by an independent company not affiliated with the Successor Agency, the Municipal Advisor or the Underwriter and are included solely for the convenience of the holders of the Bonds. None of the Successor Agency, the Municipal Advisor or the Underwriter is responsible for the selection or use of these CUSIP numbers, and no representation is made as to their correctness on the Bonds or as indicated above. The CUSIP number for a specific maturity is subject to being changed after the issuance of the Bonds as a result of various subsequent actions including, but not limited to, a refunding in whole or in part of such maturity or as a result of the procurement of secondary market portfolio insurance or other similar enhancement by investors that is applicable to all or a portion of certain maturities of the Bonds.

GENERAL INFORMATION ABOUT THIS OFFICIAL STATEMENT

No Offering May Be Made Except by this Official Statement. No dealer, broker, salesperson or other person has been authorized to give any information or to make any representations with respect to the Bonds other than as contained in this Official Statement, and if given or made, such other information or representation must not be relied upon as having been authorized.

No Unlawful Offers or Solicitations. This Official Statement does not constitute an offer to sell or the solicitation of an offer to buy in any state in which such offer or solicitation is not authorized or in which the person making such offer or solicitation is not qualified to do so or to any person to whom it is unlawful to make such offer or solicitation.

Effective Date. This Official Statement speaks only as of its date and the information and expressions of opinion contained in this Official Statement are subject to change without notice. Neither the delivery of this Official Statement nor any sale of the Bonds will, under any circumstances, create any implication that there has been no change in the affairs of the Successor Agency or the Combined Project Areas since the date of this Official Statement.

Use of this Official Statement. This Official Statement is submitted in connection with the sale of the Bonds referred to in this Official Statement and may not be reproduced or used, in whole or in part, for any other purpose. This Official Statement is not a contract with the purchasers of the Bonds.

Preparation of this Official Statement. The information contained in this Official Statement has been obtained from sources that are believed to be reliable, but the information is not guaranteed as to accuracy or completeness. The information and expressions of opinions herein are subject to change without notice and neither the delivery of this Official Statement nor any sale made hereunder shall, under any circumstances, create any implication that there has been no change in the affairs of the Successor Agency since the date hereof. All summaries of the Bonds, the Indenture and other documents, are made subject to the provisions of such documents and do not purport to be complete statements of any or all of such provisions. Reference is hereby made to such documents on file with the Successor Agency for further information. See "INTRODUCTION - Summary Not Definitive."

The Underwriter has provided the following sentence for inclusion in this Official Statement: The Underwriter has reviewed the information in this Official Statement in accordance with, and as part of, its responsibilities to investors under the federal securities laws as applied to the facts and circumstances of this transaction, but the Underwriter does not guarantee the accuracy or completeness of such information.

Stabilization of and Changes to Offering Prices. The Underwriter may overallot or take other steps that stabilize or maintain the market price of the Bonds at levels above that which might otherwise prevail in the open market. If commenced, the Underwriter may discontinue such market stabilization at any time. The Underwriter may offer and sell the Bonds to certain dealers, dealer banks and banks acting as agent at prices lower than the public offering prices stated on the inside cover page of this Official Statement, and those public offering prices may be changed from time to time by the Underwriter.

Bonds are Exempt from Securities Laws Registration. The Bonds have not been registered under the Securities Act of 1933, as amended, or the Securities Exchange Act of 1934, as amended, in reliance upon exemptions for the issuance and sale of municipal securities provided under Section 3(a)(2) of the Securities Act of 1933 and Section 3(a)(12) of the Securities Exchange Act of 1934.

Estimates and Projections. Certain statements included or incorporated by reference in this Official Statement constitute "forward-looking statements" within the meaning of the United States Private Securities Litigation Reform Act of 1995, Section 21E of the United States Securities Exchange Act of 1934, as amended, and Section 27A of the United States Securities Act of 1933, as amended. Such statements are generally identifiable by the terminology used such as "plan," "expect," "estimate," "budget" or other similar words.

THE ACHIEVEMENT OF CERTAIN RESULTS OR OTHER EXPECTATIONS CONTAINED IN SUCH FORWARD LOOKING STATEMENTS INVOLVE KNOWN AND UNKNOWN RISKS, UNCERTAINTIES AND OTHER FACTORS WHICH MAY CAUSE ACTUAL RESULTS, PERFORMANCE OR ACHIEVEMENTS DESCRIBED TO BE MATERIALLY DIFFERENT FROM ANY FUTURE RESULTS, PERFORMANCE OR ACHIEVEMENTS EXPRESSED OR IMPLIED BY SUCH FORWARD-LOOKING STATEMENTS. THE SUCCESSOR AGENCY DOES NOT PLAN TO ISSUE ANY UPDATES OR REVISIONS TO THOSE FORWARD-LOOKING STATEMENTS IF OR WHEN ITS EXPECTATIONS, OR EVENTS, CONDITIONS OR CIRCUMSTANCES ON WHICH SUCH STATEMENTS ARE BASED OCCUR.

Website. The City of Palmdale maintains an Internet website, but the information on the website is not incorporated in this Official Statement.

SUCCESSOR AGENCY TO THE
COMMUNITY REDEVELOPMENT AGENCY
OF THE CITY OF PALMDALE

PALMDALE, CALIFORNIA

SUCCESSOR AGENCY BOARD

Eric Ohlsen, *Chair*
Austin Bishop, *Vice Chair*
Richard J. Loa, *Director*
Laura Bettencourt, *Director*
Andrea Alarcon, *Director*

CITY STAFF

Sal Mendez, *City Manager*
Janelle Samson, *Deputy City Manager*
Alexandra Mae Severino, *City Attorney*
Rochelle Scott, *City Clerk*

PROFESSIONAL SERVICES

Bond Counsel and Disclosure Counsel
Best Best & Krieger LLP
Riverside, California

Municipal Advisor
Kosmont Financial Services
Manhattan Beach, California

Fiscal Consultant
HdL Coren & Cone
Diamond Bar, California

Trustee and Escrow Bank
U.S. Bank Trust Company, National Association
Los Angeles, California

Verification Agent
_____
_____

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OFFICIAL STATEMENT

$_____
SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PALMDALE TAX ALLOCATION REFUNDING BONDS, 2026 SERIES A

This Official Statement, which includes the cover page, inside cover page and appendices (the "Official Statement"), is provided to furnish certain information concerning the sale of the Successor Agency to the Community Redevelopment Agency of the City of Palmdale Tax Allocation Refunding Bonds, 2026 Series A (the "Bonds").

INTRODUCTION

This Introduction contains only a brief description of this issue and does not purport to be complete. The Introduction is subject in all respects to more complete information in the entire Official Statement and the offering of the Bonds to potential investors is made only by means of the entire Official Statement and the documents summarized herein. Potential investors must read the entire Official Statement to obtain information essential to the making of an informed investment decision with respect to the Bonds (see "RISK FACTORS" herein). For definitions of certain capitalized terms used herein and not otherwise defined, and the terms relating to the Bonds, see the summary included in "APPENDIX A - SUMMARY OF CERTAIN PROVISIONS OF THE INDENTURE" herein.

The Successor Agency and the Former Agency

The Community Redevelopment Agency of the City of Palmdale (the "Former Agency") was established in 1972 by the City Council (the "City Council") of the City of Palmdale (the "City") pursuant to the Community Redevelopment Law (the "Redevelopment Law"), constituting Part 1 of Division 24 (commencing with Section 33000) of the Health and Safety Code of the State of California (the "State"). On June 29, 2011, Assembly Bill No. 26 ("AB X1 26") was enacted as Chapter 5, Statutes of 2011, together with a companion bill, Assembly Bill No. 27 ("AB X1 27"). A lawsuit was brought in the California Supreme Court, *California Redevelopment Association, et al. v. Matosantos, et al.*, 53 Cal. 4th 231 (Cal. 2011), challenging the constitutionality of AB X1 26 and AB X1 27. In its December 29, 2011 decision, the California Supreme Court largely upheld AB X1 26, invalidated AB X1 27, and held that AB X1 26 may be severed from AB X1 27 and enforced independently. As a result of AB X1 26 and the decision of the California Supreme Court in the *California Redevelopment Association* case, as of February 1, 2012, all redevelopment agencies in the State were dissolved, including the Former Agency, and successor agencies were designated as successor entities to the former redevelopment agencies to expeditiously wind down the affairs of the former redevelopment agencies.

The primary provisions enacted by AB X1 26 relating to the dissolution and wind down of former redevelopment agency affairs are Parts 1.8 (commencing with Section 34161) and 1.85 (commencing with Section 34170) of Division 24 of the Health and Safety Code of the State, as amended on June 27, 2012 by Assembly Bill No. 1484 ("AB 1484"), enacted as Chapter 26, Statutes of 2012, and as further amended on September 22, 2015 by Senate Bill No. 107 ("SB 107") enacted as Chapter 325, Statutes of 2015. The provisions of Part 1.85 as amended by AB 1484 and SB 107 are referred to in this Official Statement as the "Dissolution Act." The Redevelopment Law, as amended by the Dissolution Act, is sometimes referred to herein as the "Law."

Pursuant to Section 34173 of the Dissolution Act, the City Council serves as the governing board of the successor agency to the Former Agency. Since the February 1, 2012 dissolution of the Former Agency, the City has served as the Successor Agency to the Community Redevelopment Agency of the City of Palmdale (the "Successor Agency"). The Successor Agency is governed by a five-member board consisting of the Mayor and the members of the City Council. The City Manager acts as the Successor Agency's Executive Director (see "THE SUCCESSOR AGENCY" herein).

Section 34173(g) of the Dissolution Act expressly affirms that the Successor Agency is a separate public entity from the City, that the two entities shall not merge, and that the liabilities of the Successor Agency will not be transferred to the City nor will the assets of the Successor Agency become assets of the City (see "THE SUCCESSOR AGENCY" herein).

The City

The City was incorporated as a general law city on August 24, 1962. It became a charter city in November 2009. The City encompasses approximately 104 square miles in an area of northern Los Angeles County known as the Antelope Valley. The City is located approximately 60 miles north of downtown Los Angeles. Neighboring communities include Santa Clarita and Lancaster. See "APPENDIX B - CITY OF PALMDALE INFORMATION STATEMENT."

Authority and Purpose

The Bonds are being issued pursuant to the Constitution and laws of the State, including Article 11 (commencing with Section 53580) of Chapter 3 of Part 1 of Division 2 of Title 5 of the Government Code of the State (the "Refunding Law"), the Law and an Indenture of Trust dated as of _____ 1, 2026 (the "Indenture") each by and between the Successor Agency and U.S. Bank Trust Company, National Association, as trustee (the "Trustee").

The Bonds are being issued to refinance the following obligations of the Successor Agency:

- Subordinate Tax Allocation Refunding Bonds, 2016 Series A (the "2016A Bonds"), currently outstanding in the aggregate principal amount of $_____; and

- Subordinate Tax Allocation Refunding Bonds, 2016 Series B (the "2016B Bonds"), currently outstanding in the aggregate principal amount of $_____.

The 2016A Bonds and the 2016B Bonds are sometimes collectively referred to herein as the "Refunded Bonds." See "THE FINANCING PLAN" herein.

The Bonds will be payable on a basis subordinate to the Former Agency's outstanding 2002 Subordinate Lien Tax Allocation Bonds (Merged Redevelopment Project Areas) (the "2002 Bonds"), with a maturity value of $_____, which 2002 Bonds mature on December 1, 2032. The 2002 Bonds are sometimes referred to herein as "Senior Indebtedness."

Tax Allocation Financing Under the Dissolution Act

Prior to the enactment of AB X1 26, the Redevelopment Law authorized the financing of redevelopment projects through the use of tax increment revenues. This method provided that the taxable valuation of the property within a redevelopment project area on the property tax roll last equalized prior to the effective date of the ordinance which adopted the redevelopment plan became the base year valuation. Assuming the taxable valuation never drops below the base year level, the Taxing Agencies, as defined herein, thereafter received that portion of the taxes produced by applying then current tax rates to the base year valuation, and the redevelopment agency was allocated the remaining portion produced by applying then

current tax rates to the increase in valuation over the base year. Such incremental pledged tax revenues allocated to a redevelopment agency were authorized to be pledged to the payment of agency obligations.

Under the Dissolution Act, moneys will be deposited from time to time in a Redevelopment Property Tax Trust Fund (the "Redevelopment Property Tax Trust Fund" or "RPTTF") held by a county auditor-controller with respect to a successor agency, which are equivalent to the tax increment revenues that were formerly allocated under the Redevelopment Law to the redevelopment agency and formerly authorized under the Redevelopment Law to be used for the financing of redevelopment projects using current assessed values on the last equalized roll on August 20 each year. See "SECURITY FOR THE BONDS - Tax Allocation Financing" herein for additional information.

The Dissolution Act authorizes refunding bonds, including the Bonds, to be secured by a pledge of moneys deposited from time to time in the Redevelopment Property Tax Trust Fund. Pledged Tax Revenues, as defined herein, pledged to pay the Bonds consist of a portion of the amounts deposited from time to time in the Redevelopment Property Tax Trust Fund established pursuant to and as provided in the Dissolution Act (see "Security for the Bonds" below).

The Dissolution Act provides that any bonds authorized thereunder to be issued by the Successor Agency will be considered indebtedness incurred by the Former Agency, with the same legal effect as if the bonds had been issued prior to the effective date of AB X1 26, in full conformity with the applicable provision of the Redevelopment Law that existed prior to that date, and will be included in the Successor Agency's Recognized Obligation Payment Schedules (each a "Recognized Obligation Payment Schedule") (see "APPENDIX A - SUMMARY OF CERTAIN PROVISIONS OF THE INDENTURE - Definitions" and "SECURITY FOR THE BONDS - Recognized Obligation Payment Schedules").

The Project Areas

Project Area No. 1

Redevelopment Project Area No. 1 ("Project Area No. 1") was created in 1975, and was amended in 1981 to add additional area. Project Area No. 1, as amended, encompasses 920 acres.

Merged Project Area

The Merged Redevelopment Project Area (the "Merged Project Area") was created in 1994. The merger combined the Former Agency's Project Area No. 2, Project Area No. 3 and Project Area No. 4, as described below, creating a project with a combined 7,468 acres.

The Redevelopment Plan for Redevelopment Project Area No. 2 ("Project Area No. 2") was adopted by the City Council in 1978. Project Area No. 2 encompasses 1,400 acres. The Redevelopment Plan for Redevelopment Project Area No. 3 ("Project Area No. 3") was adopted by the City Council in 1983. Project Area No. 3 encompasses 1,153 acres. The Redevelopment Plan for Redevelopment Project Area No. 4 ("Project Area No. 4") was also adopted by the City Council in 1983. Project Area No. 4 encompasses 4,915 acres. In May 2011, the City Council amended the Redevelopment Plan for the Merged Project Area, adding 7,787 acres to the Merged Project Area (the "Expansion Area").

Project Area No. 1 and the Merged Project Area are collectively referred to herein as the "Combined Project Areas," an individual redevelopment project is referred to herein as a "Redevelopment Project" or when referring to more than one individual redevelopment project, "Redevelopment Projects," and the Redevelopment Plans for all the individual redevelopment projects comprising the Combined Project Areas are referred to herein as the "Redevelopment Plans."

Security for the Bonds

For the security of the Bonds, the Successor Agency grants a pledge of and lien on all of the Pledged Tax Revenues on a parity with any future Parity Debt, as defined herein and in the Indenture (see "SECURITY FOR THE BONDS- No Additional Debt Other Than Refunding Bonds"). "Pledged Tax Revenues" are defined under the Indenture as the moneys deposited from time to time in the Redevelopment Property Tax Trust Fund established pursuant to subdivision (c) of Section 34172 of the Law, as provided in Section 34183 of the Law, excluding (a) Statutory Pass-Through Amounts, as defined below, (b) Negotiated Pass-Through Amounts, as defined below and (c) the portion of such funds needed to pay the Senior Indebtedness. If, and to the extent, that the provisions of Section 34172 of the Law or Section 34183 of the Law are invalidated by a final judicial decision, then Pledged Tax Revenues will include all tax revenues allocated to the payment of indebtedness of the Successor Agency pursuant to Section 33670 of the Law or such other section as may be in effect at the time providing for the allocation of tax increment revenues to the Successor Agency in accordance with Article XVI, Section 16 of the California Constitution, subject in any event to the prior use thereof, each Fiscal Year, to pay the Senior Indebtedness.

"Statutory Pass-Through Amounts" means amounts payable pursuant to Sections 33607.5 or 33607.7 of the Law and "Negotiated Pass-Through Amounts" means amounts payable under the Pass-Through Agreements entered into pursuant Sections 33401 and 33676 of the Law, to the extent not subordinated to payment of the Bonds. See "FINANCIAL INFORMATION - Property Taxation in California" and "APPENDIX C - FISCAL CONSULTANT'S REPORT" for additional information regarding the Negotiated Pass-Through Amounts and the Statutory Pass-Through Amounts applicable to the Successor Agency and the revenues derived from the Combined Project Areas.

By definition, under the Dissolution Act, Pledged Tax Revenues exclude County administrative costs allowed under Section 34182 of the Law and Section 95.3 of the California Revenue and Taxation Code.

Taxes levied on the property within the Combined Project Areas on that portion of the taxable valuation over and above the taxable valuation of the base year property tax roll of the applicable Redevelopment Project, will be deposited in the Redevelopment Property Tax Trust Fund for transfer by the County Auditor-Controller to the Successor Agency's Redevelopment Obligation Retirement Fund, as defined herein, on January 2 and June 1 of each year to the extent required for payments listed in the Successor Agency's Recognized Obligation Payment Schedule in accordance with the requirements of the Dissolution Act. Moneys transferred by the County Auditor-Controller to the Successor Agency will be deposited into the Successor Agency's Redevelopment Obligation Retirement Fund and will be transferred by the Successor Agency to the Trustee for deposit in the Debt Service Fund established under the Indenture. See "SECURITY FOR THE BONDS - Recognized Obligation Payment Schedules" herein.

The Bonds are special obligations of the Successor Agency. The Bonds do not constitute a debt or liability of the City, the County, the State or of any political subdivision thereof, other than the Successor Agency. The Successor Agency shall only be obligated to pay the principal of the Bonds, or the interest thereon, from the funds described herein, and neither the faith and credit nor the taxing power of the City, the County, the State or any of its political subdivisions is pledged to the payment of the principal of or the interest on the Bonds. The Successor Agency has no taxing power.

Municipal Bond Insurance and Reserve Account Insurance Policy

Concurrently with the issuance of the Bonds, _____ (the "Bond Insurer") will issue its Municipal Bond Insurance Policy (the "Policy") for the Bonds. The Policy guarantees the scheduled payment of principal of and interest on the Bonds when due as set forth in the form of the Policy included as "APPENDIX H - SPECIMEN MUNICIPAL BOND INSURANCE POLICY."

In order to further secure the payment of the principal of and interest on the Bonds, a Reserve Account has been established by the Indenture. The Reserve Account will be funded by the purchase of a Debt Service Reserve Fund Surety Bond (the "Reserve Account Insurance Policy") issued by the Bond Insurer in an amount equal to the Reserve Requirement as defined in the Indenture. The Reserve Policy secures only the Bonds and would not secure any future Parity Debt. See "SECURITY FOR THE BONDS - Reserve Account."

Legal Matters

The legal proceedings in connection with the issuance of the Bonds are subject to the approving opinion of Best Best & Krieger LLP, Riverside, California, as Bond Counsel. Such opinion, and certain tax consequences incident to the ownership of the Bonds, including certain exceptions to the tax treatment of interest on the Bonds, are described more fully under the heading "TAX MATTERS" herein. Certain legal matters will also be passed on for the Successor Agency by Best Best & Krieger LLP, Riverside, California, as Disclosure Counsel and by Alexandra Mae Severino, as City Attorney. Certain legal matters will be passed on for the Underwriter by its counsel, Stradling Yocca Carlson & Rauth LLP, Newport Beach, California.

Professional Services

U.S. Bank Trust Company, National Association will act as Trustee for the Bonds.

Kosmont Financial Services, Manhattan Beach, California (the "Municipal Advisor") advised the Successor Agency as to the financial structure and certain other financial matters relating to the Bonds.

HdL Coren & Cone, Diamond Bar, California (the "Fiscal Consultant") prepared the Fiscal Consultant's Report included in "APPENDIX C."

Fees payable to Bond Counsel, Disclosure Counsel, Underwriter's Counsel and the Municipal Advisor are contingent upon the sale and delivery of the Bonds.

Offering of the Bonds

Authority for Issuance. The Bonds are to be issued and secured pursuant to the Indenture, as authorized by Resolution No. SA 2026-004 of the Successor Agency adopted on May 5, 2026, the Refunding Law and the Law. The Successor Agency to the Community Redevelopment Agency of the City of Palmdale Oversight Board (the "Oversight Board") approved the action taken by the Successor Agency to refinance the Refunded Bonds on _____, 2026. The State Department of Finance approved the Oversight Board action by letter dated _____, 2026.

Offering and Delivery of the Bonds. The Bonds are being sold to Raymond James & Associates, Inc. (the "Underwriter"). The Bonds are offered, when, as and if issued, subject to the approval as to their legality by Best Best & Krieger LLP, Riverside, California, as Bond Counsel. It is anticipated that the Bonds, in book-entry form, will be available for delivery through the facilities of The Depository Trust Company on or about _____, 2026.

Summary Not Definitive

The summaries and references contained herein with respect to the Indenture, the Bonds and other statutes and documents do not purport to be comprehensive or definitive and are qualified by reference to each such document or statute, and references to the Bonds are qualified in their entirety by reference to the form thereof included in the Indenture. Copies of these documents may be obtained after delivery of the Bonds from the Successor Agency at 38300 Sierra Highway, Palmdale, California 93550.

THE BONDS

General Provisions

Repayment of the Bonds. Interest on the Bonds is payable at the rates per annum set forth on the inside cover page hereof. Interest on the Bonds will be computed on the basis of a year consisting of 360 days and twelve 30-day months.

The Bonds shall be issued in fully registered form without coupons in denominations of $5,000 or any integral multiple thereof and will be dated as of the date of delivery (the "Closing Date").

Interest on the Bonds will be payable on each March 1 and September 1, commencing _____ 1, 20___ (each an "Interest Payment Date") and thereafter from the Interest Payment Date next preceding the date of authentication thereof, unless (a) it is authenticated after the 15th calendar day of the month preceding an Interest Payment Date (a "Record Date") and on or before the following Interest Payment Date, in which event it shall bear interest from such Interest Payment Date, or (b) unless it is authenticated on or before _____ 15, 20___, in which event it shall bear interest from the Closing Date; provided, however, that if, as of the date of authentication of any Bond, interest thereon is in default, such Bond shall bear interest from the Interest Payment Date to which interest has previously been paid or made available for payment thereon.

Book-Entry System. The Depository Trust Company ("DTC") will act as securities depository for the Bonds. The Bonds will be issued as fully registered securities registered in the name of Cede & Co. (DTC's partnership nominee) or such other name as may be requested by an authorized representative of DTC. Interest on and principal of the Bonds will be payable when due by wire of the Trustee to DTC which will in turn remit such interest and principal to DTC Participants, which will in turn remit such interest and principal to Beneficial Owners of the Bonds (see "APPENDIX G - THE BOOK-ENTRY SYSTEM" herein). As long as DTC is the registered owner of the Bonds and DTC's book-entry method is used for the Bonds, the Trustee will send any notices to Bond Owners only to DTC.

DTC may discontinue providing its services as securities depository with respect to the Bonds at any time by giving reasonable notice to the Successor Agency or the Trustee. Under such circumstances, if a successor securities depository is not obtained, Bonds are required to be printed and delivered as described in the Indenture. The Successor Agency may decide to discontinue use of the system of book-entry transfers through DTC (or a successor securities depository). In that event, the Bonds will be printed and delivered as described in the Indenture.

Transfer or Exchange of Bonds. So long as the Bonds are in the book-entry system of DTC as described above, the rules of DTC will apply for the transfer and exchange of Bonds.

No Redemption

The Bonds are not subject to redemption prior to their respective stated maturities.

Scheduled Debt Service on the Bonds

The following is the scheduled semi-annual and annual Debt Service on the Bonds.

Payment Date	Principal	Interest	Semi-Annual Debt Service	Annual Debt Service
Total				

THE FINANCING PLAN

The Refunding Plan

Redemption of Prior Bonds. On the Closing Date, a portion of the proceeds of the Bonds will be transferred to the Trustee as escrow bank ("Escrow Bank") for deposit pursuant to separate Refunding Instructions for each series of the Refunded Bonds, each dated as of _____ 1, 2026 (the "Refunding Instructions") between the Successor Agency and the Escrow Bank.

The amount deposited under the Refunding Instructions, together with other available moneys, will be held uninvested, or invested in certain federal securities and irrevocably pledged for the payment of the Refunded Bonds as follows:

- the $_____ outstanding 2006A Bonds will be redeemed in full on _____, at a redemption price equal to 100% of the principal amount of the 2006A Bonds to be redeemed together with accrued interest thereon to the date fixed for redemption, without premium, and

- the $_____ outstanding 2006B Bonds will be redeemed in full on _____, at a redemption price equal to 100% of the principal amount of the 2006B Bonds to be redeemed together with accrued interest thereon to the date fixed for redemption, without premium.

Amounts so deposited under the Refunding Instructions will be pledged to the redemption price of the Refunded Bonds on their respective redemption dates, and the sufficiency of the amounts deposited under the Refunding Instructions for such purpose will be verified by the Verification Agent as described below. The lien of the Refunded Bonds on any of the Pledged Tax Revenues will be discharged, terminated and of no further force and effect upon the deposit with the Escrow Bank of the amounts required pursuant to the Refunding Instructions.

Neither the funds deposited in the escrow funds for the Refunded Bonds nor the interest on any invested funds held in the escrow funds will be available for the payment of debt service on the Bonds.

Verifications of Mathematical Computations. _____ (the "Verification Agent") will verify from the information provided to them the mathematical accuracy as of the date of the closing on the Bonds of the computations contained in the provided schedules to determine that the cash and investments, together with investment earnings thereon, listed in the schedules prepared by the Municipal Advisor, to be held in escrow, will be sufficient to pay, when due, the principal, redemption premium and interest requirements of the Refunded Bonds.

Estimated Sources and Uses of Funds

Under the provisions of the Indenture, the Trustee will receive the proceeds from the sale of the Bonds and other available funds and will apply them as shown below.

Sources of Funds

Par Amount of Bonds
Net Original Issue Premium
Debt Service Funds for the Refunded Bonds
Reserve Funds for the Refunded Bonds
Total Source of Funds

Uses of Funds

Transfer to Escrow Bank
Underwriter's Discount
Costs of Issuance Fund [1]
Total Use of Funds

---

[1] Costs of issuance include fees and expenses of Bond Counsel, the Municipal Advisor, Disclosure Counsel, Verification Agent, Trustee and Escrow Bank, costs of printing the Official Statement, rating fees, premiums for the Policy and the Reserve Account Insurance Policy and other costs of issuance of the Bonds.

SECURITY FOR THE BONDS

Tax Allocation Financing

Prior to the enactment of the Dissolution Act, the Redevelopment Law authorized the financing of redevelopment projects through the use of tax increment revenues. First, the assessed valuation of the taxable property in a project area, as last equalized prior to adoption of the redevelopment plan, was established and became the base roll. Thereafter, except for any period during which the assessed valuation drops below the base year level, the Taxing Agencies, on behalf of which taxes are levied on property within the project area, receive the taxes produced by the levy of the then current tax rate upon the base roll. Taxes collected upon any increase in the assessed valuation of the taxable property in a project area over the levy upon the base roll could be pledged by a redevelopment agency to the repayment of any indebtedness incurred in financing the redevelopment project. Redevelopment agencies themselves had no authority to levy taxes on property.

The Dissolution Act now requires the County Auditor-Controller to determine the amount of property taxes that would have been allocated to the Former Agency had the Former Agency not been dissolved using current assessed values on the last equalized roll on August 20, and to deposit that amount in the Redevelopment Property Tax Trust Fund for the Successor Agency established and held by the County Auditor-Controller pursuant to the Dissolution Act. Such funds, or portions thereof distributed to the Successor Agency, are deposited by the Successor Agency in its Recognized Obligation Retirement Fund (the "Recognized Obligation Retirement Fund"). The Dissolution Act provides that any bonds authorized thereunder to be issued by the Successor Agency will be considered indebtedness incurred by the dissolved Agency, with the same legal effect as if the bonds had been issued prior to effective date of AB X1 26, in full conformity with the applicable provision of the Redevelopment Law that existed prior to that date, and will be included in the Successor Agency's Recognized Obligation Payment Schedules (see "Recognized Obligation Payment Schedules" herein).

The Dissolution Act authorizes refunding bonds, including the Bonds, to be secured by a pledge of moneys deposited from time to time in a Redevelopment Property Tax Trust Fund held by a county auditor-controller with respect to a successor agency, which are equivalent to the tax increment revenues that were formerly allocated under the Redevelopment Law to the redevelopment agency and formerly authorized under the Redevelopment Law to be used for the financing of redevelopment projects, less amounts deducted pursuant to Section 34183(a) of the Dissolution Act for permitted administrative costs of the county auditor-controller and, unless subordinated to the Bonds, payments made under Sections 33401, 33676, 33607.5 and 33607.7 (among others) of the Redevelopment Law.

Successor agencies have no power to levy property taxes but must receive an allocation of taxes as described above. See "RISK FACTORS."

Pledged Tax Revenues

As provided in the respective Redevelopment Plans for the Combined Project Areas and pursuant to Article 6 of Chapter 6 of the Redevelopment Law, and Section 16 of Article XVI of the Constitution of the State, taxes levied upon taxable property in the Redevelopment Projects each year by or for the benefit of the State, for cities, counties, districts or other public corporations (collectively, the "Taxing Agencies") for fiscal years beginning after the effective date of the ordinance approving the respective Redevelopment Plans, will be divided as follows:

(a) To Taxing Agencies: That portion of the taxes which would be produced by the rate upon which the tax is levied each year by or for each of the Taxing Agencies upon the total sum of the assessed value of the taxable property in the respective Redevelopment Project as shown upon the assessment roll used in connection with the taxation of such property by such Taxing Agency last

equalized prior to the effective date of the ordinance adopting the Redevelopment Plan, or the respective effective dates of ordinances approving amendments to the Redevelopment Plan that added territory, as applicable (each, a "base year valuation"), will be allocated to, and when collected will be paid into, the funds of the respective Taxing Agencies as taxes by or for the Taxing Agencies on all other property are paid; and

(b) To the Former Agency/Successor Agency: Except for that portion of the taxes in excess of the amount identified in (a) above which are attributable to a tax rate levied by a Taxing Agency for the purpose of producing revenues in an amount sufficient to make annual repayments of the principal of and the interest on, any bonded indebtedness approved by the voters of the Taxing Agency on or after January 1, 1989 for the acquisition or improvement of real property, which portion shall be allocated to, and when collected shall be paid into, the fund of that Taxing Agency, that portion of the levied taxes each year in excess of such amount, when collected will be paid into a special fund of the Former Agency/Successor Agency.

Section 34183 of the Dissolution Act effectively eliminated the January 1, 1989 date from the paragraph above. Additionally, effective September 22, 2015, debt service override revenues approved by the voters for the purpose of supporting pension programs, capital projects, or programs related to the State Water Project, that are not pledged to or needed for debt service on successor agency obligations are allocated and paid to the entity that levies the override and will not be deposited into the Redevelopment Property Tax Trust Fund. Further, also effective September 22, 2015, Redevelopment Plan limits relating to the amount of taxes that could be paid to the Former Agency/Successor Agency and the time that such taxes could be paid was eliminated for the purpose of paying debt service on bonds of the Former Agency or the Successor Agency.

Pledged Tax Revenues generated as set forth under (b) above and allocated to the Successor Agency constitute Tax Increment Revenues, as that term is used herein.

Pledged Tax Revenues. For the security of the Bonds, the Successor Agency grants a pledge of and lien on all of the Pledged Tax Revenues. "Pledged Tax Revenues" are defined under the Indenture as the moneys deposited from time to time in the Redevelopment Property Tax Trust Fund established pursuant to subdivision (c) of Section 34172 of the Law, as provided in Section 34183 of the Law, excluding (a) Statutory Pass-Through Amounts, (b) Negotiated Pass-Through Amounts to the extent not subordinated to the Bonds and (c) the portion of such funds needed to pay the Senior Indebtedness. If, and to the extent, that the provisions of Section 34172 of the Law or Section 34183 of the Law are invalidated by a final judicial decision, then Pledged Tax Revenues will include all tax revenues allocated to the payment of indebtedness of the Successor Agency pursuant to Section 33670 of the Law or such other section as may be in effect at the time providing for the allocation of tax increment revenues to the Successor Agency in accordance with Article XVI, Section 16 of the California Constitution, subject in any event to the prior use thereof, each Fiscal Year, to pay the Senior Indebtedness.

By definition, under the Dissolution Act, Pledged Tax Revenues exclude County administrative costs allowed under Section 34182 of the Law and Section 95.3 of the California Revenue and Taxation Code.

See "APPENDIX C - FISCAL CONSULTANT'S REPORT" herein.

Redevelopment Property Tax Trust Fund

Deposits to the Redevelopment Property Tax Trust Fund. Section 34172 of the Dissolution Act provides that, for purposes of Section 16 of Article XVI of the State Constitution, the Redevelopment Property Tax Trust Fund shall be deemed to be a special fund of the Successor Agency to pay the debt service on indebtedness incurred by the Former Agency or the Successor Agency to finance or refinance the redevelopment projects of the Former Agency.

Disbursements from the Redevelopment Property Tax Trust Fund. The Redevelopment Law authorized redevelopment agencies to make payments to Taxing Agencies to alleviate any financial burden or detriments to such Taxing Agencies caused by a redevelopment project. The Former Agency entered into a number of agreements with the Taxing Agencies for this purpose. Additionally, Sections 33607.5 and 33607.7 of the Redevelopment Law required mandatory tax sharing applicable to redevelopment projects adopted on or after June 1, 1994 or amended after January 1, 1994 in a manner specified in such section. Because the Redevelopment Plans for certain of the Redevelopment Projects were amended after June 1, 1994, and the Expansion Area was created after June 1, 1994, the Successor Agency is obligated to pay certain Statutory Pass-Through Amounts. See "APPENDIX C - FISCAL CONSULTANT'S REPORT" herein.

Typically, under the Redevelopment Property Tax Trust Fund distribution provisions of the Dissolution Act, a county auditor-controller is to distribute funds for each six-month period in the following order specified in Section 34183 of the Dissolution Act:

(i) first, subject to certain adjustments (as described below) for subordinations to the extent permitted under the Dissolution Act (if any, as described in "APPENDIX C - FISCAL CONSULTANT'S REPORT") and no later than each January 2 and June 1, to each local taxing agency and school entity, to the extent applicable, amounts required for pass-through payments such entity would have received under provisions of the Redevelopment Law, as those provisions read on January 1, 2011, including negotiated pass-through agreements and statutory pass-through obligations;

(ii) second, on each January 2 and June 1, to the successor agency for payments listed in its Recognized Obligation Payment Schedule, with debt service payments (and amounts required to replenish the related reserve funds, if any) scheduled to be made for tax allocation bonds having the highest priority over payments scheduled for other debts and obligations listed on the Recognized Obligation Payment Schedule;

(iii) third, on each January 2 and June 1, to the successor agency for the administrative cost allowance, as defined in the Dissolution Act; and

(iv) fourth, on each January 2 and June 1, to taxing entities any moneys remaining in the Redevelopment Property Tax Trust Fund after the payments and transfers authorized by clauses (i) through (iii), in an amount proportionate to such taxing entity's share of property tax revenues in the tax rate area in that fiscal year (without giving effect to any pass-through obligations that were established under the Redevelopment Law).

The Dissolution Act requires county auditor-controllers to distribute from the Redevelopment Property Tax Trust Fund amounts required to be distributed under any Pass-Through Agreements and the Statutory Pass-Through Amounts to the Taxing Agencies on each January 2 and June 1 before amounts are distributed by the County Auditor-Controller from the Redevelopment Property Tax Trust Fund to the Successor Agency's Redevelopment Obligation Retirement Fund, unless: (i) pass-through payment obligations have been made subordinate to debt service payments for the bonded indebtedness of the Former Agency, as succeeded to by the Successor Agency; (ii) the Successor Agency has reported, no later than the December 1 and May 1 preceding the applicable January 2 or June 1 distribution date, that the total amount available to the Successor Agency from the Redevelopment Property Tax Trust Fund allocation to the Successor Agency's Redevelopment Obligation Retirement Fund, from other funds transferred from the Former Agency and from funds that have or will become available through asset sales and all redevelopment operations is insufficient to fund the Successor Agency's enforceable obligations, pass-through payments and the Former Agency's administrative cost allowance for the applicable Recognized Obligation Payment Schedule period; and (iii) the State Controller has concurred with the Successor Agency that there are insufficient funds for such purposes.

If the requirements set forth in clauses (i) through (iii) of the foregoing paragraph have been met, the Dissolution Act provides for certain modifications in the distributions otherwise calculated to be distributed on the applicable January 2 or June 1 property tax distribution date (as adjusted for weekends and holidays). To provide for calculated shortages to be paid to the Successor Agency for enforceable obligations, the amount of the deficiency will first be deducted from the residual amount otherwise calculated to be distributed to the taxing entities under the Dissolution Act after payment of the Successor Agency's enforceable obligations, pass-through payments and the Successor Agency's administrative cost allowance. If such residual amount is exhausted, the amount of the remaining deficiency will be deducted from amounts available for distribution to the Successor Agency for administrative costs for the applicable Recognized Obligation Payment Schedule period in order to fund the enforceable obligations. Finally, funds required for servicing bond debt may be deducted from the amounts to be distributed under subordinated Pass-Through Agreements, in order to be paid to the Successor Agency for enforceable obligations, but only after the amounts described in the previous two sentences have been exhausted.

The Dissolution Act provides for a procedure by which the Successor Agency may make statutory pass-through payments subordinate to the Bonds. The Successor Agency has not undertaken any procedures to obtain such subordination of the Statutory Pass-Through Amounts and, therefore, Statutory Pass-Through Amounts due to all Taxing Agencies are senior to the Bonds. Additionally, as described in "APPENDIX C - FISCAL CONSULTANT'S REPORT" under the caption "Tax Sharing Agreements and Other Obligations," payment of certain Negotiated Pass-Through Amounts is subordinate to the payment of the Bonds.

Recognized Obligation Payment Schedules

Enforceable Obligations. The Dissolution Act requires successor agencies to prepare and approve, and submit to the successor agency's oversight board and the State Department of Finance for approval, a Recognized Obligation Payment Schedule pursuant to which enforceable obligations (as defined in the Dissolution Act) of the successor agency are listed, together with the source of funds to be used to pay for each enforceable obligation. As defined in the Dissolution Act, "enforceable obligation" includes bonds, including the required debt service, reserve set-asides, and any other payments required under the indenture or similar documents governing the issuance of the outstanding bonds of the former redevelopment agency, as well as other obligations such as loans, judgments or settlements against the former redevelopment agency, any legally binding and enforceable agreement that is not otherwise void as violating the debt limit or public policy, contracts necessary for the administration or operation of the successor agency, and amounts borrowed from the Low and Moderate Income Housing Fund and from the city. A reserve may be included on the Recognized Obligation Payment Schedule and held by the successor agency when required by the bond indenture or when the next property tax allocation will be insufficient to pay all obligations due under the provisions of the bond for the next payment due in the following six-month period (see "APPENDIX A - SUMMARY OF CERTAIN PROVISIONS OF THE INDENTURE - Covenants of the Successor Agency"). The Successor Agency has covenanted to request such reserves as described below.

Under the Dissolution Act, the categories of sources of payments for enforceable obligations listed on a Recognized Obligation Payment Schedule are the following: (i) the Low and Moderate Income Housing Fund, (ii) bond proceeds, (iii) reserve balances, (iv) administrative cost allowance, (v) the Redevelopment Property Tax Trust Fund (but only to the extent no other funding source is available or when payment from property tax revenues is required by an enforceable obligation or otherwise required under the Dissolution Act), or (vi) other revenue sources (including rents, concessions, asset sale proceeds, interest earnings, and any other revenues derived from the former redevelopment agency, as approved by the oversight board). Other than amounts deposited in the Redevelopment Property Tax Trust Fund allocable to the Combined Project Areas and amounts held in funds and accounts under the Indenture, the Successor Agency does not expect to have any other funds available to pay the Bonds.

The Dissolution Act provides that only those payments listed in the Recognized Obligation Payment Schedule may be made by the Successor Agency from the funds specified in the Recognized Obligation Payment Schedule.

Required Approvals. As provided in SB 107, the Recognized Obligation Payment Schedule, with respect to each Fiscal Year, and segregated into each six-month period beginning July 1 and January 1, must be submitted by the Successor Agency, after approval by the Oversight Board, the County Auditor-Controller, the State Department of Finance, and the State Controller by each February 1. For information regarding procedures under the Dissolution Act relating to late Recognized Obligation Payment Schedules and implications thereof on the Bonds, see "RISK FACTORS - Recognized Obligation Payment Schedule."

Commencing on September 22, 2015, successor agencies that have received a Finding of Completion and the concurrence of the Department of Finance as to the items that qualify for payment, among other conditions, may at their option, file a "Last and Final" Recognized Obligation Payment Schedule. If approved by the Department of Finance, the Last and Final Recognized Obligation Payment Schedule will be binding on all parties, and the Successor Agency will no longer submit a Recognized Obligation Payment Schedule to the Department of Finance or the Oversight Board. The County Auditor-Controller will remit the authorized funds to the Successor Agency in accordance with the approved Last and Final Recognized Obligation Payment Schedule until each remaining enforceable obligation has been fully paid. A Last and Final Recognized Obligation Payment Schedule may only be amended twice, and only with approval of the Department of Finance and the County Auditor-Controller. The Successor Agency currently has no plans to file a Last and Final Recognized Obligation Payment Schedule and has covenanted in the Indenture to not do so without the consent of the Bond Insurer.

Determination of Available Funding. In connection with the allocation and distribution by the County Auditor-Controller of property tax revenues deposited in the Redevelopment Property Tax Trust Fund, under the Dissolution Act the County Auditor-Controller must prepare estimates of the amounts of (i) property tax to be allocated and distributed, and (ii) the amounts of pass-through payments to be made in the upcoming six-month period, and provide those estimates to the entities receiving the distributions and the State Department of Finance no later than April 1 and October 1 of each year, as applicable.

If, after receiving such estimate from the County Auditor-Controller, the Successor Agency determines and reports, no later than December 1 or May 1, as applicable, that the total amount available to the Successor Agency from the Redevelopment Property Tax Trust Fund allocation to the Successor Agency's Redevelopment Obligation Retirement Fund, from other funds transferred from the Former Agency, and from funds that have or will become available through asset sales and all redevelopment operations, is insufficient to fund the payment of pass-through obligations, of the Successor Agency's enforceable obligations listed on the Recognized Obligation Payment Schedule, and of the Successor Agency's administrative cost allowance, the County Auditor-Controller must notify the State Controller and the State Department of Finance no later than 10 days from the date of the Successor Agency's notification. If the State Controller concurs that there are insufficient funds to pay required debt service, the Dissolution Act provides for certain adjustments to be made to the estimated distributions, as described in more detail under "Redevelopment Property Tax Trust Fund" above.

Debt Service. In the Indenture, the Successor Agency covenants to comply with all of the requirements of the Dissolution Act, including taking all actions required under the Dissolution Act to prepare and file Recognized Obligation Payment Schedules for each Fiscal Year so as to enable the County Auditor-Controller to distribute from the Redevelopment Property Tax Trust Fund for deposit in the Redevelopment Obligation Retirement Fund all amounts as shall be required to enable the Successor Agency to pay timely principal of, and interest on, the Bonds, all Outstanding Parity Debt and the 2002 Bonds coming due in such Bond Year, including any amounts due and owing to the Bond Insurer in respect of the Reserve Account Insurance Policy, or required to replenish the Reserve Account, and the respective reserve accounts established for the 2002 Bonds or any Parity Debt.

Pursuant to the Indenture, without limiting the generality of the foregoing covenant, the Successor Agency will take all actions required under the Dissolution Act to file a Recognized Obligation Payment Schedule by February 1 in each year, commencing February 1, 2027, in accordance with Section 34177 of the Redevelopment Law. For the semiannual period ending each June 30, the Recognized Obligation Payment Schedule which includes such period shall request the payment to the Successor Agency of an amount of Pledged Tax Revenues which is at least equal to the following:

(a) 100% of the amount of principal and accreted value of the 2002 Bonds coming due and payable on the next succeeding December 1,

(b) 100% of the amount of interest on the Bonds and all Outstanding Parity Debt coming due and payable on the next succeeding March 1,

(c) 75% of the amount of principal and interest on the Bonds and all Outstanding Parity Debt coming due and payable on the next succeeding September 1,

(d) any amount then required to replenish the full amount of the Reserve Requirement for the for the Bonds in the Reserve Account, and to replenish the amount in any reserve account established for all outstanding 2002 Bonds or Parity Debt, and

(e) any amount then required to make payments due to the Bond Insurer in respect of the Policy or the Reserve Account Insurance Policy.

For the semiannual period ending each December 31, the Recognized Obligation Payment Schedule which includes such period shall request the payment to the Successor Agency of an amount of Pledged Tax Revenues which is at least equal to the following:

(a) the remaining principal and interest due on the Bonds and all Outstanding Parity Debt coming due and payable on the next succeeding September 1, and not received or reserved in the period ending June 30, and

(b) reserves and amounts due to any bond insurer as described under (d) and (e) above.

The foregoing actions will include, without limitation, placing on the periodic Recognized Obligation Payment Schedule for approval by the Oversight Board and the Department of Finance, to the extent required, the amounts to be held by the Successor Agency as a reserve for the timely payment of principal of and interest on the Bonds, all Outstanding Parity Debt and the 2002 Bonds coming due in the succeeding Fiscal Year. See "Recognized Obligation Payment Schedules" above and "RISK FACTORS - Recognized Obligation Payment Schedule."

The Successor Agency further agrees (a) to the extent permitted by law, to amend any Recognized Obligation Payment Schedule filing for any period during which amounts owed to the Bond Insurer either with respect to the Bond Insurance Policy or the Reserve Account Insurance Policy are not included on such Recognized Obligation Payment Schedule filing, and (b) not to submit a Last and Final Recognized Obligation Payment Schedule under the Dissolution Act without the prior written consent of the Bond Insurer.

The Successor Agency has no power to levy and collect taxes, and various factors beyond its control could affect the amount of Pledged Tax Revenues available in any six-month period (or otherwise) to pay the principal of and interest on the Bonds. See "RISK FACTORS."

Pledge of Pledged Tax Revenues

Except as otherwise provided in the Indenture, the Bonds and any additional Parity Debt will be equally secured by a pledge and lien on all of the Pledged Tax Revenues excluding the Pledged Tax Revenues distributed on January 2 in each Bond Year not required for debt service on the Bonds and any additional Parity Debt on March 1 of such year, but including all Pledged Tax Revenues distributed on January 2 in each Bond Year to be reserved for 75% of the September 1 payment of principal and interest on the Bonds and any additional Parity Debt in such Bond Year, and by a first and exclusive pledge and lien upon all of the moneys in the Redevelopment Obligation Retirement Fund without preference or priority for series, issue, number, dated date, sale date, date of execution or date of delivery; provided, however, that so long as any of the 2002 Bonds remain outstanding, the Successor Agency shall first use the amounts deposited to the Redevelopment Obligation Retirement Fund as required to satisfy its scheduled obligations with respect to such outstanding 2002 Bonds. The Bonds (exclusive of any Parity Debt) are also secured by an exclusive pledge of, security interest in and lien on amounts in the Reserve Account. Except for the Pledged Tax Revenues and such moneys, no funds or properties of the Successor Agency will be pledged to, or otherwise liable for, the payment of principal of or interest or redemption premium (if any) on the Bonds.

The Pledged Tax Revenues are pledged to the payment of principal of and interest on the Bonds pursuant to the Indenture until the Bonds have been paid, or until moneys have been set-aside irrevocably for that purpose. The Trustee will covenant to exercise such rights and remedies as may be necessary to enforce the payment of the Pledged Tax Revenues when due under the Indenture, and otherwise to protect the interests of the Bondholders in the event of default by the Successor Agency, subject to the provisions of the Indenture.

The Bonds are special obligations of the Successor Agency. The Bonds do not constitute a debt or liability of the City, the County, the State or of any political subdivision thereof, other than the Successor Agency. The Successor Agency shall only be obligated to pay the principal of the Bonds, or the interest thereon, from the funds described herein, and neither the faith and credit nor the taxing power of the City, the County, the State or any of its political subdivisions is pledged to the payment of the principal of or the interest on the Bonds. The Successor Agency has no taxing power.

The State Legislature has amended the Dissolution Act several times. The Successor Agency expects, but cannot guarantee, that the processes for funding of enforceable obligations prescribed by any new legislative change in the Dissolution Act will not interfere with its administering of the Pledged Tax Revenues in accordance with the Indenture and receiving adequate Pledged Tax Revenues for the timely payment of principal of and interest on the Bonds when due.

Redevelopment Obligation Retirement Fund; Deposit of Pledged Tax Revenues

The Successor Agency will deposit all of the Pledged Tax Revenues (including for this purpose amounts described in clause (c) of the definition thereof in the Indenture) received in any Bond Year in the Redevelopment Obligation Retirement Fund promptly upon receipt thereof by the Successor Agency. Amounts in the Redevelopment Obligation Retirement Fund, after deductions for amounts due on any outstanding 2002 Bonds, shall be promptly transferred (a) to the Debt Service Fund established and held by the Trustee under the Indenture until such time during such Bond Year as the amounts so transferred to the Debt Service Fund under the Indenture equal the aggregate amounts required to be deposited into the Interest Account, the Principal Account and the Reserve Account in such Bond Year pursuant to the Indenture, but excluding the Pledged Tax Revenues distributed on January 2 in each Bond Year not required for debt service on the Bonds on March 1 of such year, but including all Pledged Tax Revenues distributed on January 2 in each Bond Year to be reserved for 75% of the September 1 principal and interest on the Bonds payable in such Bond Year pursuant to the Indenture (see "Recognized Obligation Payment

Schedules - Debt Service" above); and (b) for deposit in such Bond Year in the funds and accounts established with respect to Parity Debt, as provided in any Supplemental Indenture.

In the event that the amount of Pledged Tax Revenues (available after payment of debt service on the 2002 Bonds) is not sufficient to pay the Bonds and any Parity Debt outstanding, any such insufficiency shall be allocated among the Bonds and any Parity Debt on a pro rata basis (based on the amount of debt service coming due during any such period of insufficiency).

Any Pledged Tax Revenues received each January 2 and June 1 during a Bond Year and held in the Redevelopment Obligation Retirement Fund, to the extent remaining after payment of amounts due on any 2002 Bonds, and making the foregoing transfers to the Debt Service Fund in the applicable semi-annual period and in respect of any Parity Debt in such Bond Year, will be released from the pledge and lien under the Indenture which secures the Bonds and any Parity Debt and may be applied for any lawful purposes of the Successor Agency, including but not limited to administrative costs of the Successor Agency.

Deposit of Amounts by Trustee

Moneys in the Debt Service Fund will be transferred by the Trustee in the following amounts at the following times, for deposit by the Trustee in the following respective accounts within the Debt Service Fund, in the following order of priority:

Interest Account. On or before the fifth Business Day preceding each Interest Payment Date, to the extent there are moneys available, the Trustee will transfer funds from the Debt Service Fund for deposit in the Interest Account an amount which, when added to the amount contained in the Interest Account on that date, will be equal to the aggregate amount of the interest becoming due and payable on the Outstanding Bonds and Parity Debt on such Interest Payment Date or date of redemption of the Bonds. No such transfer and deposit need be made to the Interest Account if the amount contained therein is at least equal to the interest to become due on the next succeeding Interest Payment Date upon all of the Outstanding Bonds and Parity Debt or date of redemption of the Bonds of the interest coming due on the Bonds to be redeemed. Subject to the Indenture, all moneys in the Interest Account will be used and withdrawn by the Trustee solely for the purpose of paying the interest on the Bonds and Parity Debt as it becomes due and payable (including accrued interest on any Bonds and Parity Debt redeemed prior to maturity pursuant to the Indenture).

Principal Account. On or before the fifth Business Day preceding each September 1, commencing with the Interest Payment Date occurring on September 1, 20____, to the extent there are moneys available, the Trustee will transfer funds from the Debt Service Fund for deposit in the Principal Account an amount equal to three-quarters of the principal payments becoming due and payable on Outstanding Bonds and Parity Debt on the next September 1, to the extent monies on deposit in the Debt Service Fund are available therefor. No such transfer and deposit need be made to the Principal Account if the amount contained therein is at least equal to the principal payments to become due on the next September 1 on all Outstanding Bonds and Parity Debt. Subject to the Indenture, all moneys in the Principal Account will be used and withdrawn by the Trustee solely for the purpose of paying the principal payments of the Bonds and Parity Debt as it becomes due and payable.

Reserve Account.

(i) In lieu of a cash deposit to the Reserve Account, the Reserve Account Insurance Policy (see "Reserve Account" below) will be delivered to the Trustee on the Closing Date, and will be held by the Trustee for the credit of the Reserve Account solely for the benefit of the Bonds (and not for the benefit of any Parity Debt).

If, on the third Business Day prior to any Interest Payment Date, the moneys available in the Interest Account and the Principal Account do not equal the amount of the principal and interest on the Bonds (not including any Parity Debt) then coming due and payable, the Trustee will first apply any moneys available in the Reserve Account to make delinquent amounts with respect to the Bonds (not including any Parity Debt) by transferring the amount necessary for this purpose to the Interest Account and the Principal Account, and then will (subject to the Indenture) draw on the Reserve Account Insurance Policy to the extent an insufficiency still exists and apply amounts received from such draw to make delinquent amounts on the Bonds (and not on any Parity Debt) by transferring the amount necessary for this purpose to the Interest Account and the Principal Account. To the extent there is cash or investments on deposit in the Reserve Account, such cash or investments will be applied first before there is any draw on the Reserve Account Insurance Policy or any other credit facility credited to the Reserve Account in lieu of cash (a "Credit Facility"). Payment of any Reserve Account Insurance Policy Costs will be made prior to replenishment of any such cash amounts.

Draws on all Credit Facilities (including the Reserve Account Insurance Policy) on which there is available coverage will be made on a pro rata basis (calculated by reference to the coverage then available thereunder) after applying all available cash and investments in the Reserve Account. Payment of amounts owed by the Successor Agency under the Financial Guaranty Agreement as necessary to reimburse any draw on the Reserve Account Insurance Policy and reimbursement of amounts with respect to other Credit Facilities will be made on a pro rata basis prior to replenishment of any cash drawn from the Reserve Account.

The Trustee will ascertain the necessity for a claim upon the Reserve Account Insurance Policy, and provide notice to the Bond Insurer in accordance with the terms of the Reserve Account Insurance Policy at least three (3) Business Days prior to each date upon which interest or principal is due with respect to the Bonds issued on the Closing Date.

The Successor Agency has no obligation to replace the Reserve Account Insurance Policy or to fund the Reserve Account with cash if, at any time the Bonds are outstanding, amounts are unavailable under the Reserve Account Insurance Policy.

(ii) The Successor Agency agrees to repay any draws under the Reserve Account Insurance Policy and pay all related reasonable expenses incurred by the Bond Insurer as provided in the Financial Guaranty Agreement. The Successor Agency agrees under the Indenture to amend its then current Recognized Obligation Payment Schedule in order to include any amount owed by it under the Financial Guaranty Agreement not so included on such Recognized Obligation Payment Schedule. To the extent that such repayment and payment cannot be made in full within the current Recognized Obligation Payment Schedule period, the Successor Agency will include the payment and repayment on the next available Recognized Obligation Payment Schedule and on successive Recognized Obligation Payment Schedules until such amounts so owed have been paid in full.

The obligation of the Successor Agency to pay amount owed by it under the Financial Guaranty Agreement will be secured by a valid lien on the Pledged Tax Revenues, the Redevelopment Obligation Retirement Fund and all moneys in the Debt Service Fund, subject only to the priority of payment provisions set forth in the Indenture.

(iii) Draws under the Reserve Account Insurance Policy or on any funds in the Reserve Account may only be used to make payments on the Bonds.

(iv) The Indenture shall not be discharged until all amounts due and owing to the Bond Insurer under the Financial Guaranty Agreement or any other document between the Successor Agency and the Bond Insurer shall have been paid in full. The Successors Agency's obligation to pay such amounts shall expressly survive the payment in full of the Bonds.

(v) The Reserve Account Insurance Policy will expire on the earlier of the date the Bonds are no longer outstanding and the final maturity date of the Bonds.

Reserve Account

A Reserve Account has been established under the Indenture to be held by the Trustee to further secure the timely payment of principal of and interest on the Bonds. The Successor Agency must maintain an aggregate balance in the Reserve Account equal the least of (a) Maximum Annual Debt Service for the then current or every subsequent Bond Year, (b) 125% of average Annual Debt Service for the then current or every subsequent Bond Year, and (c) 10% of the original principal amount of the Bonds (the "Reserve Requirement"). In the event that the Successor Agency fails to deposit with the Trustee the full amount required by the Indenture to pay principal and interest due on the Bonds when due on any date, the Trustee will withdraw from the Reserve Account the difference between the amount required to be on deposit and the amount available on such date.

The Reserve Account established for the Bonds secures only the Bonds and not any other Parity Debt that may be issued under the Indenture (see "No Additional Debt Other Than Refunding Bonds" below).

The 2002 Bonds have a reserve account which is currently funded with cash. Such amounts are not available to pay the Bonds.

Reserve Account Insurance Policy. The Indenture provides that in lieu of a cash deposit, the Successor Agency may satisfy all or a portion of the Reserve Requirement by means of a Reserve Account Insurance Policy ("Reserve Account Insurance Policy") (see "APPENDIX A - SUMMARY OF CERTAIN PROVISIONS OF THE INDENTURE - Definitions" herein).

Concurrently with the issuance of the Bonds, the Bond Insurer will issue the Reserve Account Insurance Policy with respect to the Bonds. The Reserve Account Insurance Policy provides that upon notice from the Trustee to the Bond Insurer to the effect that insufficient amounts are on deposit in the Debt Service Fund to pay the principal of (at maturity or pursuant to mandatory redemption requirements) and interest on the Bonds, the Bond Insurer will promptly deposit with the Trustee an amount sufficient to pay the principal of and interest on the Bonds or the available amount of Reserve Account Insurance Policy, whichever is less. Upon the later of: (i) three (3) days after receipt by the Bond Insurer of a Demand for Payment in the form attached to the Reserve Account Insurance Policy, duly executed by the Trustee; or (ii) the payment date of the Bonds as specified in the Demand for Payment presented by the Trustee to the Bond Insurer, the Bond Insurer will make a deposit of funds in an account with U.S. Bank Trust National Association, in New York, New York, or its successor, sufficient for the payment to the Trustee, of amounts which are then due to the Trustee (as specified in the Demand for Payment) subject to the Surety Bond Coverage of $_____.

The available amount of the Reserve Account Insurance Policy is the initial face amount of the Reserve Account Insurance Policy less the amount of any previous deposits by the Bond Insurer with the Trustee which have not been reimbursed by the Successor Agency.

The Reserve Account Insurance Policy is held by the Trustee in the Reserve Account and is provided as an alternative to the Successor Agency depositing therein funds equal to the Reserve Requirement for the Bonds.

In the event the Bond Insurer were to become insolvent, any claims arising under a policy of financial guaranty insurance are excluded from coverage by the California Insurance Guaranty Association, established pursuant to Article 14.2 (commencing with Section 1063) of Chapter 1 of Part 2 of Division 1 of the California Insurance Code.

See "RISK FACTORS - Risks Related to Insured Bonds and the Reserve Account Insurance Policy" herein.

No Additional Debt Other Than Refunding Bonds

In addition to the Bonds, the Successor Agency may issue additional bonds payable from Pledged Tax Revenues on a parity with the Bonds ("Parity Debt") to refund all or any portion of the Bonds, previously issued Parity Debt or the 2002 Bonds, in each case in such principal amount as will be determined by the Successor Agency, pursuant to a separate or Supplemental Indenture adopted or entered into by the Successor Agency and Trustee if (a) the Successor Agency is in compliance with all covenants set forth in the Indenture, and (b) the Parity Debt is in compliance with the requirements of Section 34177.5(a)(1) of the Dissolution Act.

The documents providing for the issuance of Parity Debt under the Indenture shall provide that:

(a) Interest on the Parity Debt is payable on March 1 and September 1 in each year of the term thereof, except the first twelve month period, during which interest may be payable on any date;

(b) The principal of the Parity Debt is payable on September 1 in any year in which principal is payable;

(c) The trustee for the Parity Debt is the same entity which performs the duties of Trustee for the Bonds; and

(d) A reserve account shall be established for the Parity Debt in an amount equal to the least of 10% of the par amount of the Parity Debt , maximum annual debt service on the Parity Debt, or 125% of average annual debt service on the Parity Debt, and which may be funded in cash or in the form of a surety bond or other credit facility issued by a financial institution having a rating at least equal to the rating then applicable to the Bonds, provided that such reserve account shall only secure the repayment of the Parity Debt and shall not secure the Bonds or any other issue of Parity Debt.

MUNICIPAL BOND INSURANCE

The following information has been furnished by _____ ("_____" or the "Bond Insurer") for use in this Official Statement.

[TO COME]

THE SUCCESSOR AGENCY

Government Organization

The Former Agency was established by the City Council in 1972 pursuant to the Redevelopment Law. On June 29, 2011, AB X1 26 was enacted, together with a companion bill, AB X1 27. A lawsuit was brought in the California Supreme Court, *California Redevelopment Association, et al. v. Matosantos, et al.*, 53 Cal. 4th 231 (Cal. Dec. 29, 2011), challenging the constitutionality of AB X1 26 and AB X1 27. In its December 29, 2011 decision, the California Supreme Court largely upheld AB X1 26, invalidated AB X1 27, and held that AB X1 26 may be severed from AB X1 27 and enforced independently. As a result of AB X1 26 and

the decision of the California Supreme Court in the *California Redevelopment Association* case, as of February 1, 2012, all redevelopment agencies in the State were dissolved, including the Former Agency, and successor agencies were designated as successor entities to the former redevelopment agencies to expeditiously wind down the affairs of the former redevelopment agencies.

Pursuant to Section 34173 of the Dissolution Act, the City Council serves as the governing board of the successor agency to the Former Agency and thus, since the February 1, 2012 dissolution of the Former Agency, the City has acted in such capacity. The Successor Agency is governed by a five-member board which consists of the Mayor and the members of the City Council. The Mayor serves as the presiding officer of the Successor Agency.

Section 34173(g) of the Dissolution Act, added by AB 1484, expressly affirms that the Successor Agency is a separate public entity from the City, that the two entities shall not merge, and that the liabilities of the Former Agency will not be transferred to the City nor will the assets of the Former Agency become assets of the City.

The City performs certain general administrative functions for the Successor Agency. The City Manager serves as the Successor Agency's Executive Director, the City Clerk serves as the Successor Agency secretary and the City Finance Manager/City Treasurer serves as the Successor Agency treasurer. The costs of such functions, as well as additional services performed by City staff are allocated annually to the Successor Agency, within certain limitations established by the Dissolution Act. Such reimbursement is subordinate to payment on any outstanding bonds of the Successor Agency.

Successor Agency Powers

All powers of the Successor Agency are vested in its members, who are the elected Mayor and members of the City Council. Pursuant to the Dissolution Act, the Successor Agency is a separate public body from the City and succeeds to the organizational status of the Former Agency but without any legal authority to participate in redevelopment activities, except to complete any work related to an approved enforceable obligation. The Successor Agency is tasked with expeditiously winding down the affairs of the Former Agency, pursuant to the procedures and provisions of the Dissolution Act. Under the Dissolution Act, many Successor Agency actions are subject to approval by the Oversight Board, as well as review by the State Department of Finance. California has strict laws regarding public meetings (known as the Ralph M. Brown Act) which generally make all Successor Agency and Oversight Board meetings open to the public in similar manner as City Council meetings.

Section 34179.5 of the Dissolution Act established a due diligence review process for determining the unobligated balances that redevelopment agencies had available as of June 30, 2012 to remit to their respective county auditor-controllers for distribution to affected Taxing Agencies within project areas of the former redevelopment agencies. The Successor Agency has remitted to the County Auditor-Controller all of the unobligated balances as determined by the State Department Finance. On December 16, 2015, the Successor Agency received its Finding of Completion from the State Department of Finance. Receipt of the Finding of Completion allows the Successor Agency to do several things, among them, developing a plan for the disposition of any properties held by the Successor Agency and spending proceeds of bonds issued prior to December 31, 2010, all requiring approval of the Oversight Board.

After receiving the finding of completion, each successor agency is required to submit a Long Range Property Management Plan (a "Long Range Property Management Plan") detailing what it intends to do with its inventory of properties. Successor agencies are not required to immediately dispose of their properties but are limited in terms of what they can do with the retained properties. Permissible uses include: sale of the property, use of the property to fulfill an enforceable obligation, retention of the property for future redevelopment, and retention of the property for governmental use. These plans must be filed by successor agencies with the State Department of Finance within six months of receiving a finding of

completion. The State Department of Finance approved the Successor Agency's Long Range Property Management Plan on December 16, 2015.

Redevelopment Plans

Project Area No. 1 was approved by Ordinance No. 265 adopted by the City Council on June 25, 1975, and was amended in 1981 by Ordinance No. 396 adopted by the City Council on February 12, 1981.

The Merged Project Area was created on March 24, 1994 by the adoption by the City Council of Ordinance Nos. 1042, 1043 and 1044. The merger combined the Former Agency's Project Area No. 2, Project Area No. 3 and Project Area No. 4, as described below.

The Redevelopment Plan for Project Area No. 2 was approved by Ordinance No. 337 adopted by the City Council on July 25, 1978. The Redevelopment Plan for Project Area No. 3 was approved by Ordinance No. 491 adopted by the City Council on March 10, 1983. The Redevelopment Plan for Project Area No. 4 was approved by Ordinance No. 515 adopted by the City Council on November 10, 1983. On May 4, 2011, the City Council adopted Ordinance No. 1418 amending the Merged Project Area Redevelopment Plan, adding 7,787 acres, known as the Expansion Area, to the Merged Project Area.

Plan Limitations

In accordance with the Redevelopment Law, redevelopment plans were required to include certain limits on the financing of redevelopment projects. These limits could include a time limit on the life of the redevelopment plan, a time limit to incur debt, a time limit on the receipt of Tax Increment Revenues and the repayment of debt, and a limit on the amount of bonded indebtedness outstanding at any time. SB 107 clarifies that the former tax increment limits in redevelopment plans no longer apply for purposes of paying approved enforceable obligations such as the Bonds and the 2002 Bonds.

THE PROJECT AREAS

Description of the Project Areas

Project Area No. 1

Redevelopment Project Area No. 1 ("Project Area No. 1") was created in 1975, and was amended in 1981 to add additional area. Project Area No. 1, as amended, encompasses 920 acres.

Merged Project Area

The Merged Redevelopment Project Area (the "Merged Project Area") was created in 1994. The merger combined Project Area No. 2, Project Area No. 3 and Project Area No. 4, as described below, creating a project with a combined 7,468 acres.

The Redevelopment Plan for Redevelopment Project Area No. 2 ("Project Area No. 2") was adopted by the City Council in 1978. Project Area No. 2 encompasses 1,400 acres. The Redevelopment Plan for Redevelopment Project Area No. 3 ("Project Area No. 3") was adopted by the City Council in 1983. Project Area No. 3 encompasses 1,153 acres. The Redevelopment Plan for Redevelopment Project Area No. 4 ("Project Area No. 4") was also adopted by the City Council in 1983. Project Area No. 4 encompasses 4,915 acres. In May 2011, the City Council amended the Redevelopment Plan for the Merged Project Area, adding 7,787 acres to the Merged Project Area.

Project Area No. 1 and the Merged Project Area are collectively referred to herein as the "Combined Project Areas," an individual redevelopment project is referred to herein as a "Redevelopment Project" or when

referring to more than one individual redevelopment project, "Redevelopment Projects," and the Redevelopment Plans for all the individual redevelopment projects comprising the Combined Project Areas are referred to herein as the "Redevelopment Plans."

The table below shows the land use in the Combined Project Areas.

Category	No. Parcels	Taxable Value	% of Value
Residential	16,280	$5,083,623,000	56.44%
Commercial	577	1,519,201,670	16.87
Industrial	163	748,743,905	8.31
Vacant	1,570	354,051,237	3.93
Irrigated	1	36,904	0.00
Recreational	10	40,316,468	0.45
Govt. Owned	1	0	0.00
Institutional	50	329,326,397	3.66
Dry Farm	4	2,987,779	0.03
Exempt	546	0	0.00
Subtotal	19,202	$8,078,287,360	89.68%
SBE Nonunitary		223,752	0.00
Cross Reference		174,601,063	1.94
Unsecured		754,715,056	8.38
Subtotal		929,539,871	10.32
Total	19,202	$9,007,827,231	100.00%

Source: Fiscal Consultant.

Assessed Valuations and Pledged Tax Revenues

Historical assessed value and Tax Increment Revenues are shown in the tables below. The County of Los Angeles does not participate in the Teeter Plan, which would guarantee 100% of tax collections to the Successor Agency. As a result, the Successor Agency bears the risk of delinquent tax payments, although the Successor Agency does receive all interest and penalties levied and collected due to delinquencies.

TABLE NO. 1
COMBINED PROJECT AREAS
HISTORICAL ASSESSED VALUATIONS [1]

Fiscal Year	Assessed Value	Base Year Value	Incremental Value
2016/17	$5,491,080,062	$839,711,042	$4,651,369,020
2017/18	5,813,283,521	839,108,190	4,974,175,331
2018/19	6,151,524,055	839,085,701	5,312,438,354
2019/20	6,553,578,564	838,932,004	5,714,646,560
2020/21	6,986,716,379	838,071,248	6,148,645,131
2021/22	7,104,646,000	838,175,234	6,266,470,766
2022/23	7,714,494,226	838,162,665	6,876,331,561
2023/24	8,144,958,319	838,901,090	7,306,057,229
2024/25	8,493,625,900	838,270,970	7,655,354,930
2025/26	9,007,827,231	838,299,082	8,169,528,149

[1] Includes secured and unsecured valuation; exclusive of homeowner's exemptions. All other exemptions have been deducted.

Source: Los Angeles County Auditor-Controller, compiled by the Fiscal Consultant.

TABLE NO. 2
REDEVELOPMENT PROPERTY TAX TRUST FUND DEPOSITS

	2022/23	2023/24	2024/25
January RPTTF Deposit	$32,459,668	$31,924,228	$33,556,981
June RPTTF Deposit	41,075,672	38,436,422	43,903,583
Gross RPTTF Deposits	73,535,340	70,360,649	77,460,564
County Administrative Fees	(1,115,709)	(1,177,130)	(1,276,321)
Tax Sharing [1]	(34,987,468)	(33,859,172)	(37,657,681)
RPTTF Available	$37,432,163	$35,324,348	$38,526,562

[1] Includes subordinate Negotiated Pass-Through Amounts.

Source: Los Angeles County Auditor-Controller, compiled by the Municipal Advisor.

The estimated deposit to the Redevelopment Property Tax Trust Fund for 2025/26, based on the 2025/26 assessed value, is calculated as follows:

	(000's Omitted)
Incremental Assessed Value	$8,169,528
Tax Rate	1.00%
Tax Increment Revenues	$ 81,695
Unitary Revenues	918
Total Deposit to RPTTF	$ 82,613
County Administrative Fees	(1,045)
Tax Sharing [1]	(37,997)
Available RPTTF	$ 43,571
Subordinate Tax Sharing [1]	(5,222)
Net RPTTF	$ 38,349

[1] Certain Negotiated Pass-Through Amounts are subordinate to payment of the former Agency and Successor Agency debt, but are withheld by the County and paid to the Successor Agency only to the extent required under the provisions of the Dissolution Act.

Source: Fiscal Consultant.

Major Taxpayers

The top ten taxpayers for the Combined Project Areas in the current Fiscal Year are set forth in the below table.

TABLE NO. 3
COMBINED PROJECT AREAS
TEN LARGEST TAXPAYERS

Taxpayer	Assessed Value	% of Total Assessed Value	% of Total Incremental Value	Primary Land Use
Lockhead Martin Corporation[1]	$974,859,587	10.82	11.93	Aerospace Manufacturing
Lancaster Hospital Corporation[1]	278,867,030	3.10	3.41	Lancaster Regional Hospital
Mershop Antelope LLC[1]	158,919,353	1.76	1.95	Antelope Valley Mall Parcels
Northrop Grumman Systems Corp.	84,209,391	0.93	1.03	Aerospace Manufacturing
Allegra Palmdale LLC[1]	63,354,117	0.70	0.78	Amazon Hub Facility
Walmart Real Estate Business Trust	61,633,532	0.68	0.75	Walmart and Sam's Club Stores
Antelope Valley Shop LLC[1]	36,516,324	0.41	0.45	Antelope Valley Mall Parcels
Universal Health Services of Palmdale[1]	36,488,537	0.41	0.45	Palmdale Regional Med. Center
W2005 Fargo Hotels Realty LP[1]	34,757,739	0.39	0.43	Courtyard and Residence Inn Hotels
SIFI Networks Palmdale LLC	28,509,401	0.32	0.35	Fiber Optic Communications
Total	$1,758,115,011	19.52	21.52	

[1] Appeal pending for current and/or prior years. See "Assessment Appeals" below.
Source: Fiscal Consultant.

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Assessment Appeals

There were a total 415 pending appeals filed in the last 5 years by property owners in the Combined Project Areas. Appeals have been filed with respect to several of the largest property owners included in Table No. 3. Some appeals have been filed for multiple years for the same property. A summary of all pending appeals is shown below.

TABLE NO. 4
COMBINED PROJECT AREAS
PENDING APPEALS

	Total
Total No. of Appeals	415
No. of Resolved Appeals	267
No. of Successful Appeals	233
Average Reduction on Successful Appeals	[_____]%
No. of Pending Appeals	148
Total Value under Appeal	$1,467,770,741
Estimated No. of Appeals Allowed	239
Estimated Reduction in Value on Pending Appeals	$446,489,337

Source: Fiscal Consultant.

The Successor Agency cannot predict the outcome of any pending appeals.

The projected Pledged Tax Revenues have been reduced for an average appeal value reduction based on average number of appeals granted historically. Reductions in revenue for refunds resulting from successful appeals or current or prior year appeals have not been incorporated into the projections. The success rate of appeals, reductions granted and refunds may vary from historical averages.

FINANCIAL INFORMATION

Successor Agency Accounting Records and Financial Statements

The activities of the Successor Agency are reported as a fiduciary trust fund as part of the City's basic financial statements, which is in accordance with guidance issued by the State Department of Finance on September 19, 2012 and available on its website relating to redevelopment dissolution (www.dof.ca.gov/redevelopment) under the category of "Common RDA Dissolution Questions and Answers," interpreting Section 34177(n) of the California Health and Safety Code concerning certain successor agency postaudit obligations. The Successor Agency does not prepare separate financial statements. The State Department of Finance's website is not in any way incorporated into this Official Statement, and the Successor Agency cannot take any responsibility for, nor make any representation whatsoever as to, the continued accuracy of the Internet address or the accuracy, completeness, or timeliness of information posted there. In addition, from time to time, the State Department of Finance changes its guidance without notice.

The City's financial statements for the Fiscal Year ended June 30, 20[25], attached hereto as "APPENDIX D" have been audited by Eide Bailly LLP, Rancho Cucamonga, California.

The City's audited financial statements are public documents and are included within this Official Statement without the prior approval of the auditor. ***Eide Bailly LLP has not been engaged to perform, and has not performed, since the date of its report included herein, any procedures on the financial statements addressed in that report. Eide Bailly LLP also has not performed any procedures relating to this Official Statement.***

Property Taxation in California

Manner in Which Property Valuations and Assessments are Determined (Article XIIIA). On June 6, 1978, California voters approved an amendment (commonly known as both Proposition 13 and the Jarvis-Gann Initiative) to the State Constitution which imposes certain limitations on taxes that may be levied against real property. This amendment, which added Article XIIIA to the State Constitution, among other things, defines full cash value of property to mean "the county assessor's valuation of real property as shown on the 1975/76 tax bill under 'full cash value,' or, thereafter, the appraised value of real property when purchased, newly constructed, or a change in ownership has occurred after the 1975 assessment." This full cash value may be adjusted annually to reflect inflation at a rate not to exceed 2% per year, or any reduction in the consumer price index or comparable local data, or any reduction in the event of declining property value caused by substantial damage, destruction or other factors. The amendment further limits the amount of any *ad valorem* tax on real property to 1% of the full cash value of that property, except that additional taxes may be levied to pay debt service on indebtedness approved by the voters prior to July 1, 1978 and on any bonded indebtedness for the acquisition or improvement of real property which is approved after July 1, 1978 by two-thirds of the votes cast by voters voting on such indebtedness. However, pursuant to an amendment to the State Constitution, redevelopment agencies were prohibited from receiving any of the tax increment revenue attributable to tax rates levied to finance bonds approved by the voters on or after January 1, 1989 for the acquisition or improvement of real property. Moreover, Section 34183 of the Dissolution Act effectively eliminates the January 1, 1989 date from such prohibitions and SB 107 further states that pre-1989 tax override rates are no longer distributed to successor agencies except in limited circumstances (see "SECURITY FOR THE BONDS - Pledged Tax Revenues," "Property Tax Rate" below and "RISK FACTORS - Factors Which May Affect Pledged Tax Revenues - Reduction in Inflationary Rate").

In the general election held November 4, 1986, voters in the State approved two measures, Propositions 58 and 60, which further amend the terms "purchase" and "change of ownership," for purposes of determining full cash value of property under Article XIIIA, to not include the purchase or transfer of (1) real property between spouses and (2) the principal residence and the first $1,000,000 of other property between parents and children. Proposition 60 amends Article XIIIA to permit the Legislature to allow persons over age 55 who sell their residence and buy or build another of equal or lesser value within two years in the same county (or in certain cases, another county), to transfer the old residence's assessed value to the new residence.

Proposition 8 Adjustments. Proposition 8, approved in 1978, provides for the assessment of real property at the lesser of its originally determined (base year) full cash value compounded annually by the inflation factor, or its full cash value as of the lien date, taking into account reductions in value due to damage, destruction, obsolescence or other factors causing a decline in market value. Reductions based on Proposition 8 do not establish new base year values, and the property may be reassessed as of the following lien date up to the lower of the then-current fair market value or the factored base year value. The State Board of Equalization has approved this reassessment formula and such formula has been used by county assessors statewide, and such methodology has been upheld by the California courts.

Unsecured and Secured Property. In California, property which is subject to *ad valorem* taxes is classified as "secured" or "unsecured." The secured classification includes property on which any property

tax levied by a county becomes a lien on that property. A tax levied on unsecured property does not become a lien against the taxed unsecured property, but may become a lien on certain other property owned by the taxpayer. Every tax which becomes a lien on secured property, arising pursuant to State law, has priority over all other liens on the secured property, regardless of the time of the creation of the other liens.

Property in the Combined Project Areas is assessed by the Los Angeles County Assessor except for public utility property which is assessed by the State Board of Equalization.

The valuation of secured property is determined as of January 1 each year for taxes owed with respect to the succeeding Fiscal Year. The tax rate is equalized during the following September of each year, at which time the tax rate is determined. Secured and unsecured property is entered on separate parts of the assessment roll maintained by the county assessor. The method of collecting delinquent taxes is substantially different for the two classifications of property.

Property taxes on the secured roll are due in two installments, on November 1 and February 1 of the fiscal year. If unpaid, such taxes become delinquent on December 10 and April 10, respectively, and a 10% penalty attaches to any delinquent payment in addition to a $20 cost on the second installment. On July 1 of each fiscal year any property which is delinquent will become defaulted. Such property may thereafter be redeemed by payment of the delinquent taxes and the delinquency penalty, plus a redemption penalty of l½% per month to the time of redemption, together with any other charges permitted by law. If taxes are unpaid for a period of five years or more, the property is subject to sale by the County Tax Collector. The exclusive means of enforcing the payment of delinquent taxes with respect to property on the secured roll is the sale of the property securing the taxes for the amount of taxes which are delinquent.

Property taxes on the unsecured roll become delinquent, if unpaid on August 31. A 10% penalty attaches to delinquent taxes on property on the unsecured roll, and an additional penalty of l½% per month begins to accrue on November 1 of the fiscal year. The County has four ways of collecting delinquent unsecured personal property taxes: (1) a civil action against the taxpayer; (2) filing a certificate in the office of the County Clerk specifying certain facts in order to obtain a judgment lien on certain property of the taxpayer; (3) filing a certificate of delinquency for record in the County Recorder's Office, in order to obtain a lien on certain property of the taxpayer; and (4) seizure and sale of personal property, improvements or possessory interests belonging or assessed to the assessee.

Supplemental Assessments. Legislation adopted in 1984 (Section 75, *et seq.* of the Revenue and Taxation Code of the State of California) provides for the supplemental assessment and taxation of property at its full cash value as of the date of a change of ownership or the date of completion of new construction (the "Supplemental Assessments"). To determine the amount of the Supplemental Assessment the County Auditor applies the current year's tax rate to the supplemental assessment roll and computes the amount of taxes that would be due for the full year. The taxes due are then adjusted by a proration factor to reflect the portion of the tax year remaining as determined by the date on which the change in ownership occurred or the new construction was completed. Supplemental Assessments become a lien against the real property on the date of the change of ownership or completion of new construction.

Unitary Property. Commencing in the 1988/89 Fiscal Year, the Revenue and Taxation Code of the State of California changed the method of allocating property tax revenues derived from state assessed utility properties. It provides for the distribution of state assessed values to tax rate areas by a county-wide mathematical formula rather than assignment of state assessed value according to the location of those values in individual tax rate areas.

Commencing with the 1988/89 Fiscal Year, each county has established one county-wide tax rate area. The assessed value of all unitary property in the county has been assigned to this tax rate area and one tax rate is levied against all such property ("Unitary Revenues").

The property tax revenue derived from the assessed value assigned to the county-wide tax rate area shall be allocated as follows: (1) each jurisdiction will be allocated up to 2% of the increase in Unitary Revenues on a pro rata basis county-wide; and (2) any decrease in Unitary Revenues or increases less than 2%, or any increase in Unitary Revenues above 2% will be allocated among jurisdictions in the same proportion of each jurisdiction's Unitary Revenues received in the prior year to the total Unitary Revenues county-wide.

Legislation adopted in 2006 (SB 1317, Chapter 872) provides that, commencing with Fiscal Year 2007/08, certain property related to new electrical facilities shall be allocated entirely to the county in which such property is located and property tax revenues derived from such property shall be allocated to such county and certain Taxing Agencies with such county. Unitary tax revenues for Fiscal Year 2025/26 are $917,563. The Fiscal Consultant's projections of future Pledged Tax Revenues assume this amount remains constant.

Property Tax Rate. The difference between the $1.00 general tax levy provided under Article XIIIA tax rate and those actually levied (referred to as the "tax override rate") represents the tax levied by overlapping entities to pay debt service on bonded indebtedness approved by the voters.

Section 34183 of the Dissolution Act effectively eliminated the tax override rate from the calculation of tax increment revenues with respect to tax override rates authorized by voters for the purpose of repaying bonded indebtedness for the acquisition or improvement of real property. Future Tax Increment Revenues have been projected by the Fiscal Consultant by applying a tax rate of $1.00 per $100 of taxable value general levy to incremental taxable values.

Outstanding Indebtedness

After refinancing the Refunded Bonds with the proceeds of the Bonds, the 2002 Bonds will remain outstanding with a lien on the funds deposited into the Redevelopment Obligation Retirement Fund senior to the Bonds.

The 2002 Bonds are capital appreciation bonds and the accreted value is payable at maturity on each December 1, through and including December 1, 2032. The remaining maturity value of the 2002 Bonds is $_____.

The Successor Agency has other enforceable obligations payable from amounts deposited in the Redevelopment Obligation Retirement Fund on a basis subordinate to the 2002 Bonds and the Bonds.

Flow of Funds

Under the Indenture, in the Recognized Obligation Payment Schedule period beginning January 2 of each year, the Successor Agency is required to request funding of the principal and interest due on the 2002 Bonds on December 1 (that is, their accreted value), interest on the Bonds due on March 1 and 75% of the principal and interest due on the Bonds due on September 1. Other enforceable obligations may be paid in such Recognized Obligation Payment Schedule period to the extent those amounts are transferred to the trustee for the Bonds and reserved for such debt service.

In the Recognized Obligation Payment Schedule period beginning July 1 of each year, the Indenture also requires the Successor Agency to request funding of the remaining unfunded principal and interest payable on the Bonds on September 1 of such year. Other enforceable obligations may be paid in such Recognized Obligation Payment Schedule period to the extent those amounts are transferred to the Trustee and reserved for such debt service.

Projected Pledged Tax Revenues and Debt Service Coverage

Receipt of projected Tax Revenues shown in Table No. 5 in the amounts and at the times projected by the Successor Agency depends on the realization of certain assumptions relating to the Tax Increment Revenues. The Successor Agency has retained HdL Coren & Cone, Diamond Bar, California to provide projections of taxable valuation and Pledged Tax Revenues in the Combined Project Areas. The Successor Agency believes the assumptions (set forth in "APPENDIX C - FISCAL CONSULTANT'S REPORT") upon which the projections are based are reasonable; however, some assumptions may not materialize and unanticipated events and circumstances may occur (see "RISK FACTORS"). Therefore, the actual Pledged Tax Revenues received during the forecast period may vary from the projections and the variations may be material, affecting the Successor Agency's ability to timely pay principal of and interest on the Bonds.

Table No. 5 shows the projected debt service coverage for the Bonds, when combined with the 2002 Bonds.

TABLE NO. 5
PROJECTED TAX REVENUES AND DEBT SERVICE COVERAGE

Bond Year September	Tax Revenues [1]	2002 Bonds Debt Service	Bonds Debt Service	Total Debt Service [2]	Debt Service Coverage

Source:

[1] Fiscal Consultant. Based on the tax year, not adjusted for RPTTF distribution. See "SECURITY FOR THE BONDS - Redevelopment Property Tax Trust Fund - Deposits to the Redevelopment Property Tax Trust Fund."

[2] Municipal Advisor.

RISK FACTORS

The purchase of the Bonds involves investment risk. If a risk factor materializes to a sufficient degree, it could delay or prevent payment of principal of and/or interest on the Bonds. Such risk factors include, but are not limited to, the following matters and should be considered, along with other information in this Official Statement, by potential investors.

Factors Which May Affect Pledged Tax Revenues

The ability of the Successor Agency to pay principal of and interest on the Bonds depends on the timely receipt of Pledged Tax Revenues as projected herein (see "FINANCIAL INFORMATION - Projected Pledged Tax Revenues and Debt Service Coverage" herein). Projections of Pledged Tax Revenues are based on the underlying assumptions relating to Tax Increment Revenues of the Combined Project Areas. Pledged Tax Revenues allocated to the Successor Agency (which constitute the ultimate source of payment of principal of and interest on the Bonds, as discussed herein) are determined by the amount of incremental valuation of taxable property in the Combined Project Areas, taxed at a rate of $1.00 per $100 of assessed value (1%) and the percentage of taxes collected in the Combined Project Areas, adjusted to reflect prior claims on the Tax Increment Revenues. A number of factors which may affect Tax Increment Revenues, and consequently, Pledged Tax Revenues, are outlined below.

Reductions in Assessed Value. Tax Increment Revenues allocated to the Redevelopment Property Tax Trust Fund are determined by the amount of incremental taxable value in the Combined Project Areas taxed at a rate of $1.00 per $100 of assessed value (1%). The reduction of taxable values of property in the Combined Project Areas caused by economic factors beyond the Successor Agency's control, such as relocation out of a Redevelopment Project by one or more major property owners, sale of property to a non-profit corporation exempt from property taxation, or the complete or partial destruction of such property caused by, among other eventualities, earthquake or other natural disaster, could cause a reduction in the Pledged Tax Revenues that provide for the repayment of and secure the Bonds. Such reduction of Pledged Tax Revenues could have an adverse effect on the Successor Agency's ability to make timely payments of principal of and interest on the Bonds.

Article XIIIA. Pursuant to the California voter initiative process, on June 6, 1978, California voters approved Proposition 13 which added Article XIIIA to the California Constitution. This amendment imposed certain limitations on taxes that may be levied against real property to 1% of the full cash value of the property, adjusted annually for inflation at a rate not exceeding 2% annually. Full cash value is determined as of the 1975/76 assessment year, upon change in ownership (acquisition) or when newly constructed (see "FINANCIAL INFORMATION - Property Taxation in California" herein for a more complete discussion of Article XIIIA). Article XIIIA has subsequently been amended to permit reduction of the "full cash value" base in the event of declining property values caused by substantial damage, destruction or other factors, and to provide that there would be no increase in the "full cash value" base in the event of reconstruction of property damaged or destroyed in a disaster and in other special circumstances.

Reduction in Inflationary Rate. The annual inflationary adjustment, while limited to 2%, is determined annually and may not exceed the percentage change in the California Consumer Price Index (CCPI).

Because the Revenue and Taxation Code does not distinguish between positive and negative changes in the CCPI used for purposes of the inflation factor, there was a decrease of 0.237% in 2009/10 – applied to the 2010/11 tax roll – reflecting the actual change in the CCPI, as reported by the State Department of Finance. For each fiscal year since Article XIIIA has become effective (the 1978/79 fiscal year), the annual increase for inflation has been at least 2% except in eleven fiscal years as shown below:

Tax Roll	Percentage
1981/82	1.000%
1995/96	1.190
1996/97	1.110
1998/99	1.853
2004/05	1.867
2010/11	(0.237)
2011/12	0.753
2014/15	0.454
2015/16	1.998
2016/17	1.525
2021/22	1.036

Proposition 8 Adjustments. Proposition 8, approved in 1978, provides for the assessment of real property at the lesser of its originally determined (base year) full cash value compounded annually by the inflation factor, or its full cash value as of the lien date, taking into account reductions in value due to damage, destruction, obsolescence or other factors causing a decline in market value. Reductions based on Proposition 8 do not establish new base year values, and the property may be reassessed as of the following lien date up to the lower of the then-current fair market value or the factored base year value. The State Board of Equalization has approved this reassessment formula and such formula has been used by county assessors statewide. This methodology has been approved by the Fourth District Court of Appeals in a case in which the California Supreme Court declined further review. See "FINANCIAL INFORMATION - Property Taxation in California - Proposition 8 Adjustments" herein.

If Proposition 8 adjustments are made by the County Assessor in future years because of declines in the fair market value of properties caused by the lack of real estate development in the area generally, Pledged Tax Revenues may be adversely affected and as a possible consequence may have an adverse effect on the Successor Agency's ability to pay debt service on the Bonds.

Assessment Appeals. Assessment appeals may be filed by property owners seeking a reduction in the assessed value of their property. After the property owner files an appeal, the County's Appeals Board will hear the appeal and make a determination as to whether or not there should be a reduction in assessed value for a particular property and the amount of the reduction, if any. To the extent that any reductions are made to the assessed valuation of such properties with appeals currently pending, or appeals subsequently filed, Tax Increment Revenues, and correspondingly, Pledged Tax Revenues will be reduced. Such reductions may have an adverse effect on the Successor Agency's ability to pay debt service on the Bonds. As of May 1, 2026, there were 148 pending appeals filed within the last five years by property owners within the Combined Project Areas relating to $1.47 billion of current year or prior years' assessed value (see "THE PROJECT AREAS - Assessment Appeals" herein). To the extent these appeals are resolved in favor of the property owner, Pledged Tax Revenues will be reduced.

Earthquake, Flood and Other Risks. Any natural disaster or other physical calamity, including earthquake, may have the effect of reducing Tax Increment Revenues through reduction in the aggregate assessed valuation within the boundaries of the Combined Project Areas.

Seismic Activity. According to the Seismic Safety Element of the City's General Plan, the City is located in a seismically active region and the property in the Combined Project Areas could be impacted by a major earthquake originating from the numerous faults in the area. Seismic hazards encompass both potential surface rupture, ground shaking and may give rise to localized flooding if surface rupture is sustained in the Palmdale or Littlerock reservoirs or the California Aqueduct. These hazards could result in damage to

the property within the Combined Project Areas. Approximately 480 acres of the Merged Project Area in the southern area of the City are within the inundation area of the Palmdale reservoir.

The San Andreas Fault is located immediately south of the City. The major fault traces for the San Andreas Fault located in the City are the Cemetery Fault, the Nadeau Fault and the Littlerock Fault. Other faults of concern are the Sierra Madre-San Fernando, Garlock, Owens Valley and White Wolf Faults, located between 20 and 60 miles from the City, although other faults exist in the area.

Fire Hazards. Risk of wildfire is not a significant hazard within the boundaries of the Combined Project Areas due to the urbanized nature of the immediate area.

Flooding. Rainfall in the Antelope Valley is relatively sparse due to its location on the leeward side of the Sierra Pelona and San Gabriel Mountains. Only a small section in the southwest of the City features south-facing slopes of the Sierra Pelona Mountains. Except in years of El Nino weather patterns, the average annual rainfall is 5.15 inches in Palmdale and approximately 20 inches in the mountains. However, throughout most of the year, very little surface runoff from the upper watersheds ever reaches the City.

Sheetwash occurs along major drainages and adjoining areas on scattered sites. Areas with flood hazards are the natural drainage channels of Amargosa Creek, Anaverde Creek, Little Rock Wash, and Big Rock Wash. Flat plains and natural depressions are also subject to possible flooding.

The amount and frequency of rain is variable, and although flood waters may be diverted, the lack of a completed regional drainage system will continue to result in local flooding problems. The City has an adopted Drainage Master Plan. It will take approximately 20 years to complete construction of the entire system. The plan addresses storm water runoff from higher slopes and existing and future developments.

The City has adopted its Natural Hazards Mitigation Plan. This plan includes a hazard analysis for earthquake, flood, landslide and fire risk and is required to comply with FEMA requirements for disaster relief funding.

The occurrence of any natural or man-made disaster or hazard may significantly reduce Tax Increment Revenues received by the Successor Agency and may adversely impact the Successor Agency's ability to pay debt service on the Bonds.

Hazardous Substances. An additional environmental condition that may result in the reduction in the assessed value of parcels would be the discovery of a hazardous substance that would limit the beneficial use of a property within the Combined Project Areas. In general, the owners and operators of a property may be required by law to remedy conditions of the property relating to releases or threatened releases of hazardous substances. The owner (or operator) may be required to remedy a hazardous substance condition of property whether or not the owner (or operator) has anything to do with creating or handling the hazardous substance. The effect, therefore, should any of the property within the Combined Project Areas be affected by a hazardous substance would be to reduce the marketability and value of the property, perhaps by an amount in excess of the costs of remedying the condition. The Successor Agency can give no assurance that future development will not be limited by these conditions.

Development Risks. The Successor Agency's collection of Pledged Tax Revenues is directly affected by the economic strength of the Combined Project Areas. Potential development within the Combined Project Areas will be subject to all the risks generally associated with real estate development projects, including unexpected delays, disruptions and changes. Real estate development operations may be adversely affected by changes in general economic conditions, fluctuations in real estate market and interest rates, unexpected increases in development costs and other similar factors. Further, real estate development operations within the Combined Project Areas could be adversely affected by future governmental policies, including governmental policies to restrict or control development. If projected development in the Combined Project

Areas is delayed or halted, the economy of the Combined Project Areas could be affected, causing a reduction in Pledged Tax Revenues available to pay debt service on the Bonds, however, no new development is assumed to be added to the 2025/26 tax roll as a result of new development for the purposes of the Fiscal Consultant's projection of Pledged Tax Revenues.

Certain Bankruptcy Risks. The enforceability of the rights and remedies of the Owners of the Bonds and the obligations of the Successor Agency may become subject to the following: the federal bankruptcy code and applicable bankruptcy, insolvency, reorganization, moratorium, or similar laws relating to or affecting the enforcement of creditors' rights generally, now or hereafter in effect; usual equitable principles which may limit the specific enforcement under state law of certain remedies; the exercise by the United States of America of the powers delegated to it by the federal Constitution; and the reasonable and necessary exercise, in certain exceptional situations, of the police power inherent in the sovereignty of the State of California and its governmental bodies in the interest of servicing a significant and legitimate public purpose. Bankruptcy proceedings, or the exercise of powers by the federal or state government, if initiated, could subject the Owners of the Bonds to judicial discretion and interpretation of their rights in bankruptcy or otherwise and consequently may entail risks of delay, limitation, or modification of their rights.

Limited Obligations. The Successor Agency has no power to levy and collect property taxes, and any property tax limitation, legislative measure, voter initiative or provision of additional sources of income to Taxing Agencies having the effect of reducing the property tax rate must necessarily reduce the amount of Tax Increment Revenues, and consequently, Pledged Tax Revenues that would otherwise be available to pay the principal of, and interest on the Bonds.

Interpretation of and Future Changes in the Law; Voter Initiatives. The Redevelopment Law and the Dissolution Act are complex bodies of law and their application to the Successor Agency, the Redevelopment Plan and the Combined Project Areas may be subject to different interpretations by the Successor Agency, the Department of Finance, the County Auditor-Controller, Taxing Agencies and other interested parties, including with respect to Pass-Through Agreements and Statutory Tax Sharing Amounts and enforceable obligations. Since the effectiveness of the Dissolution Act, the State Department of Finance and various successor agencies have from time to time disagreed about the interpretation of different language contained in the Dissolution Act, as well as whether or not the State Department of Finance has exceeded its authority in rejecting items from Recognized Obligation Payment Schedules submitted by successor agencies, as evidenced by numerous lawsuits. While the Successor Agency has covenanted in the Indenture to preserve and protect the security of the Bonds and the rights of the Bondholders (see "APPENDIX A - SUMMARY OF CERTAIN PROVISIONS OF THE INDENTURE - Covenants of the Successor Agency"), any such action taken by the Successor Agency could incur substantial time and cost that may have a detrimental effect on the Successor Agency's ability to timely pay debt service on the Bonds. Moreover, the Successor Agency cannot guarantee the outcome of any such action taken by the Successor Agency to preserve and protect the security of the Bonds and the rights of the Bondholders.

In addition to the existing limitations on Tax Increment Revenues described in this Official Statement under "FINANCIAL INFORMATION - Property Taxation in California," the California electorate or Legislature could adopt future limitations with the effect of reducing Tax Increment Revenues payable to the Successor Agency.

Major Taxpayers and Concentration of Ownership

The risk of reduction in assessed value as a result of the factors described above may generally increase where the assessed value within a Redevelopment Project is concentrated among a relatively few number of property owners. Ownership of property in Project Area No. 1 is highly concentrated, with the top ten taxpayers accounting for 19.52% of the 2025/26 assessed valuation, of which the largest property owner accounts for 12% of assessed value. See "THE PROJECT AREAS - Major Taxpayers." Significant reductions in the assessed values of the other principal taxpayers, could, by itself or in combination with

other factors, have a material adverse effect on the Tax Increment Revenues payable to the Successor Agency from the individual component areas of the Combined Project Areas, and therefore, the Successor Agency's ability to make timely principal and interest payments with respect to the Bonds.

Real Estate and General Economic Risks

Tax Increment Revenues as presented herein as available for payment of any indebtedness of the Successor Agency are based upon the latest actual assessed values for the 2025/26 Fiscal Year. Redevelopment of real property within the Combined Project Areas by the City, as well as private development in the Combined Project Areas, may be adversely affected by changes in general economic conditions, fluctuations in the real estate markets and interest rates, unexpected increases in development costs, changes in or new governmental policies including governmental policies to restrict or control certain kinds of development and by other similar factors. If development and redevelopment activities in the Combined Project Areas encounter significant obstacles of the kind described herein or other impediments, the economy of the area in and around the Combined Project Areas could be adversely affected, causing reduced taxable valuation of property in the Combined Project Areas, a reduction of the Tax Increment Revenues and a consequent reduction in Pledged Tax Revenues available to repay the Bonds. Due to the decline in the general economy of the region, owners of property within the Combined Project Areas may be less able or less willing to make timely payments of property taxes, causing a delay or reduction of Tax Increment Revenues and consequently a reduction in Pledged Tax Revenues available to repay the Bonds.

Global Health Emergencies

A pandemic, epidemic or outbreak of an infectious disease can have significant adverse health and financial impacts on global and local economies. For example, beginning in 2020, the COVID 19 pandemic negatively affected economic activity throughout the world, including the United States and the State of California. The initial impacts of stay-at home orders globally were unprecedented, with commerce, travel, asset values and financial markets experiencing disruptions worldwide. While the declarations of COVID 19 as a public health emergency have been lifted, future pandemics and other widespread public health emergencies can and do arise from time to time. The Successor Agency cannot predict whether another national or localized outbreak of highly contagious or epidemic disease in the future could negatively impact the assessed values within the Combined Project Areas and accordingly Pledged Tax Revenues.

Cybersecurity

The City, like many other public and private entities, relies on a large and complex technology environment to conduct its operations. As a recipient and provider of personal, private, or sensitive information, the City is subject to cyber threats including, but not limited to: hacking, malware, social engineering, and other attacks on its computer systems and sensitive digital networks. In the past five years, the City has not suffered any material cybersecurity attacks. [The City carries a cyber-liability insurance policy to cover certain financial losses that may result from data breaches and cyberattacks.]

No assurance can be given that the City's efforts to manage cyber threats and attacks will be successful in all cases, or that any such attack will not materially impact the operations or finances of the City, or the administration of the Bonds. The City is also reliant on other entities and service providers in connection with the administration of the Bonds. No assurance can be given that the City and these other entities will not be affected by cyber threats and attacks in a manner that may affect the owners of the Bonds.

Recognized Obligation Payment Schedule

The Dissolution Act provides that only those payments listed in the Recognized Obligation Payment Schedule may be made by the Successor Agency from the funds specified in the Recognized Obligation

Payment Schedule. The Dissolution Act requires successor agencies to prepare and approve, and submit to the successor agency's oversight board and the State Department of Finance for approval, a Recognized Obligation Payment Schedule pursuant to which enforceable obligations (as defined in the Dissolution Act) of the successor agency are listed, together with the source of funds to be used to pay for each enforceable obligation. Pledged Tax Revenues will not be distributed from the Redevelopment Property Tax Trust Fund by the County Auditor-Controller to the Successor Agency's Redevelopment Obligation Retirement Fund without a duly approved and effective Recognized Obligation Payment Schedule obtained in sufficient time prior to the January 2 or June 1 distribution dates, as applicable. See "SECURITY FOR THE BONDS - Recognized Obligation Payment Schedules." In the event the Successor Agency were to fail to file a Recognized Obligation Payment Schedule with respect to any six-month period, the availability of Pledged Tax Revenues to the Successor Agency could be adversely affected for such period.

The Successor Agency has covenanted to take all actions required under the Dissolution Act to include scheduled debt service on the Bonds as well as any amount required under the Indenture to replenish the subaccounts within the Reserve Account of the Debt Service Fund, in Recognized Obligation Payment Schedules for each six-month period of a Fiscal Year and to enable the County Auditor-Controller to distribute from the Redevelopment Property Tax Trust Fund to the Successor Agency's Redevelopment Obligation Retirement Fund on each January 2 and June 1 amounts required for the Successor Agency to pay principal of, and interest on, the Bonds coming due in the respective six-month period of a Fiscal Year, including listing a reserve on the Recognized Obligation Payment Schedule to the extent required by the Indenture or when the next property tax allocation is projected to be insufficient to pay all obligations due under the provisions of the Bonds for the next payment due in the following six-month period (see "APPENDIX A - SUMMARY OF CERTAIN PROVISIONS OF THE INDENTURE - Covenants of the Successor Agency").

The Dissolution Act also contains certain penalties in the event the Successor Agency does not timely submit a Recognized Obligation Payment Schedule for a Fiscal Year. Specifically, a Recognized Obligation Payment Schedule must be submitted by the Successor Agency, after approval by the Oversight Board, the County Auditor-Controller, the State Department of Finance, and the State Controller no later than February 1 of each year. If the Successor Agency does not submit an Oversight Board-approved Recognized Obligation Payment Schedule by such deadlines, the City will be subject to a civil penalty equal to $10,000 per day for every day the schedule is not submitted to the State Department of Finance. Additionally, the Successor Agency's administrative cost allowance is reduced by 25% if the Successor Agency does not submit an Oversight Board-approved Recognized Obligation Payment Schedule by the 10th day after the February 1 deadline with respect to a Recognized Obligation Payment Schedule for the subsequent annual period.

The Successor Agency has submitted all Recognized Obligation Payment Schedules, duly approved by the Oversight Board, in a timely manner.

Loss of Tax Exemption

As discussed under the caption "TAX MATTERS" herein, interest on the Bonds could become includable in gross income for purposes of federal income taxation retroactive to the date the Bonds were executed and delivered as a result of future acts or omissions of the Successor Agency in violation of its covenants contained in the Indenture. Should such an event of taxability occur, the Bonds are not subject to special redemption or any increase in interest rate and will remain outstanding until maturity.

In addition, Congress has considered in the past, is currently considering and may consider in the future, legislative proposals, including some that carry retroactive effective dates, that, if enacted, would alter or eliminate the exclusion from gross income for federal income tax purposes of interest on municipal bonds, such as the Bonds. Prospective purchasers of the Bonds should consult their own tax advisors regarding any pending or proposed federal tax legislation. The Successor Agency can provide no assurance that

federal tax law will not change while the Bonds are outstanding or that any such changes will not adversely affect the exclusion of the interest on the Bonds from gross income for federal income tax purposes. If the exclusion of the interest on the Bonds from gross income for federal income tax purposes were amended or eliminated, it is likely that the market price for the Bonds would be adversely impacted.

IRS Audit of Tax-Exempt Bond Issues

The Internal Revenue Service has initiated an expanded program for the auditing of tax-exempt bond issues, including both random and targeted audits. It is possible that the Bonds will be selected for audit by the Internal Revenue Service. It is also possible that the market value of the Bonds might be affected as a result of such an audit of the Bonds (or by an audit of similar bonds).

Risks Related to Insured Bonds and the Reserve Account Insurance Policy

If the Successor Agency fails to provide funds to make payment of the principal of and interest with respect to the Insured Bonds when the same shall become due, any owner of such Insured Bonds shall have a claim on the Policy for such payments.

Purchasers of the Insured Bonds should also note that, while the Policy will insure payment of the principal amount (but not any premium) paid to any owner of the Insured Bonds in connection with the mandatory or optional prepayment of any Insured Bond which is recovered from such owner as a voidable preference under applicable bankruptcy law, such amounts will be repaid by the Bond Insurer to the Owner only at the times and in the amounts as would have been due absent such prepayment unless the Bond Insurer chooses to pay such amount at an earlier date or dates.

So long as the Insured Bonds are Outstanding and the Bond Insurer performs its obligations under the Policy, the Bond Insurer shall be deemed to be the sole holder of the Bonds insured by it for the purpose of exercising any voting right or privilege or giving any consent of direction or taking any other action that the Owners of such Bonds are entitled to take pursuant to the Indenture pertaining to defaults and remedies, and the duties and obligations of the Trustee.

If the Bond Insurer is unable to make payments of principal of and interest on the Insured Bonds as such payments become due, the Insured Bonds are payable solely from moneys received by the Trustee pursuant to the Indenture. If the Bond Insurer is required to pay principal of or interest with respect to the Insured Bonds, no representation or assurance is given or can be made that such event will not adversely affect the market price for or marketability of the Insured Bonds.

The long-term rating on the Insured Bonds is dependent, in part, on the claims paying ability or financial strength ratings, as applicable, of the Bond Insurer's current claims paying ability or financial strength ratings are predicated upon a number of factors which could change over time and could result in downgrading of the ratings on the Bonds insured by National. Such a downgrade could adversely affect the market price for, and marketability of, the Insured Bonds. National is not contractually bound to maintain its present claims paying ability or financial strength ratings in the future. See "CONCLUDING INFORMATION - Ratings on the Bonds" herein.

Deterioration in the financial condition of the provider of the Reserve Account Insurance Policy or a failure to honor a draw by any provider under its Reserve Account Insurance Policy could occur. The Successor Agency is not required under the Indenture to replace the Reserve Account Insurance Policy with cash or a replacement instrument in the event the ratings of its provider decline or are withdrawn. Further, the Successor Agency has no obligation to replace the Reserve Account Insurance Policy or to fund the Reserve Account with cash if, at any time the Bonds are outstanding, amounts are unavailable under the Reserve Account Insurance Policy.

Secondary Market

There can be no guarantee that there will be a secondary market for the Bonds or, if a secondary market exists, that such Bonds can be sold for any particular price. Occasionally, because of general market conditions or because of adverse history or economic prospects connected with a particular issue, secondary marketing practices in connection with a particular issue are suspended or terminated. Additionally, prices of issues for which a market is being made will depend upon then prevailing circumstances. Such prices could be substantially different from the original purchase price.

TAX MATTERS

In the opinion of Best Best & Krieger LLP, Riverside, California, subject, however, to certain qualifications described in this Official Statement, under existing statutes, regulations, rulings and judicial decisions, and assuming the accuracy of certain representations and compliance with certain covenants, the interest on the Bonds is excluded from gross income for federal income tax purposes, and interest on the Bonds is not an item of tax preference for purposes of calculating the federal alternative minimum tax imposed on individuals and corporations; however, interest on the Bonds is taken into account in determining the annual adjusted financial statement income of certain corporations for the purpose of computing the alternative minimum tax imposed on certain corporations. In the further opinion of Bond Counsel, interest on the Bonds is exempt from California personal income tax.

The opinions set forth in the preceding paragraph are subject to the condition that the Successor Agency comply with all requirements of the Internal Revenue Code of 1986, as amended ("Tax Code") that must be satisfied subsequent to the issuance of the Bonds. The Successor Agency has made certain representations and covenanted to comply with each such requirement. Inaccuracy of these representations or failure to comply with these covenants may result in interest on the Bonds being included in gross income for federal income tax purposes, possibly from the date of original issuance of the Bonds. The opinion of Bond Counsel assumes the accuracy of these representations and compliance with these covenants. Bond Counsel has not undertaken to determine (or to inform any person) whether any actions taken (or not taken), or events occurring (or not occurring), or any other matters coming to Bond Counsel's attention after the date of issuance of the Bonds may adversely affect the value of, or the tax status of interest on, the Bonds. Accordingly, the opinion of Bond Counsel is not intended to, and may not, be relied upon in connection with any such actions, events, or matters.

If the initial offering price to the public (excluding bond houses and brokers) at which a Bond is sold is less than the amount payable at maturity thereof, then such difference constitutes "original issue discount" for purposes of federal income taxes and State of California personal income taxes. If the initial offering price to the public (excluding bond houses and brokers) at which a Bond is sold is greater than the amount payable at maturity thereof, then such difference constitutes "original issue premium" for purposes of federal income taxes and State of California personal income taxes. *De minimis* original issue discount and original issue premium is disregarded.

Under the Tax Code, original issue discount is treated as interest excluded from federal gross income and exempt from State of California personal income taxes to the extent properly allocable to each owner thereof subject to the limitations described in the first paragraph of this section. The original issue discount accrues over the term to maturity of the Bond on the basis of a constant interest rate compounded on each interest or principal payment date (with straight-line interpolations between compounding dates). The amount of original issue discount accruing during each period is added to the adjusted basis of such Bonds to determine taxable gain upon disposition (including sale, prepayment, or payment on maturity) of such Bond. The Tax Code contains certain provisions relating to the accrual of original issue discount in the case of purchasers of the Bonds who purchase the Bonds after the initial offering of a substantial amount of such maturity. Owners of such Bonds should consult their own tax advisors with respect to the tax consequences of ownership of Bonds with original issue discount, including the treatment of purchasers who do not purchase

in the original offering, the allowance of a deduction for any loss on a sale or other disposition, and the treatment of accrued original issue discount on such Bonds under federal individual alternative minimum taxes.

Under the Tax Code, original issue premium is amortized on an annual basis over the term of the Bond (said term being the shorter of the bond's maturity date or its call date). The amount of original issue premium amortized each year reduces the adjusted basis of the owner of the Bond for purposes of determining taxable gain or loss upon disposition. The amount of original issue premium on a Bond is amortized each year over the term to maturity of the Bond on the basis of a constant interest rate compounded on each interest or principal payment date (with straight-line interpolations between compounding dates). Amortized Bond premium is not deductible for federal income tax purposes. Owners of premium Bonds, including purchasers who do not purchase in the original offering, should consult their own tax advisors with respect to State of California personal income tax and federal income tax consequences of owning such Bonds.

Current and future legislative proposals, if enacted into law, clarification of the Tax Code, or court decisions may cause interest with respect to the Bonds to be subject, directly or indirectly, to federal income taxation or to be subject to or exempted from state income taxation, or otherwise prevent beneficial owners from realizing the full current benefit of the tax status of such interest. The introduction or enactment of any such legislative proposals, clarification of the Tax Code, or court decisions may also affect the market price for, or marketability of, the Bonds. Prospective purchasers of the Bonds should consult their own tax advisors regarding any pending or proposed federal or state tax legislation, regulations or litigation, as to which Bond Counsel expresses no opinion.

The opinion of Bond Counsel is based on current legal authority, covers certain matters not directly addressed by such authorities, and represents Bond Counsel's judgment as to the proper treatment of the Bonds for federal income tax purposes. It is not binding on the Internal Revenue Service ("IRS") or the courts. Furthermore, Bond Counsel cannot give and has not given any opinion or assurance about the future activities of the Successor Agency or about the effect of future changes in the Tax Code, the applicable regulations, the interpretation thereof or the enforcement thereof by the IRS. The Successor Agency has covenanted, however, to comply with the requirements of the Tax Code.

A copy of the proposed form of opinion of Bond Counsel is attached hereto as APPENDIX F.

Owners of the Bonds should also be aware that the ownership or disposition of, or the accrual or receipt of interest on, the Bonds may have federal or state tax consequences other than as described above. Bond Counsel expresses no opinion regarding any federal or state tax consequences arising with respect to the Bonds other than as expressly described above.

The opinions expressed by Bond Counsel are based upon existing legislation and regulations as interpreted by relevant judicial and regulatory authorities as of the date of such opinion, and Bond Counsel has expressed no opinion with respect to any proposed legislation or as to the tax treatment of interest on the Bonds, or as to the consequences of owning or receiving interest on the Bonds, as of any future date. Prospective purchasers of the Bonds should consult their own tax advisors regarding any pending or proposed federal or state tax legislation, regulations or litigation, as to which Bond Counsel expresses no opinion.

LEGAL MATTERS

Enforceability of Remedies

The remedies available to the Trustee and the Owners of the Bonds upon an event of default under the Indenture or any other document described herein are in many respects dependent upon regulatory and judicial actions which are often subject to discretion and delay. Under existing law and judicial decisions,

the remedies provided for under such documents may not be readily available or may be limited. The various legal opinions to be delivered concurrently with the delivery of the Bonds will be qualified to the extent that the enforceability of certain legal rights related to the Bonds and the Indenture are subject to limitations imposed by bankruptcy, reorganization, insolvency or other similar laws affecting the rights of creditors generally and by equitable remedies and proceedings generally.

Approval of Legal Proceedings

Best Best & Krieger LLP, Riverside, California, as Bond Counsel, will render an opinion which states that the Indenture is a valid and binding obligation of the Successor Agency and enforceable in accordance with its terms. The legal opinion of Bond Counsel will be subject to the effect of bankruptcy, insolvency, moratorium and other similar laws affecting creditors' rights and to the exercise of judicial discretion in accordance with general principles of equity. See "APPENDIX F" for the proposed form of Bond Counsel's opinion.

Certain legal matters will be passed on for the Successor Agency by Alexandra Mae Severino, the City Attorney, acting as general counsel to the Successor Agency. Best Best & Krieger LLP, Riverside, California, will also pass on certain legal matters for the Successor Agency as Disclosure Counsel. Certain legal matters will be passed on for the Underwriter by its counsel, Stradling Yocca Carlson & Rauth LLP, Newport Beach, California. Fees payable to Bond Counsel, Disclosure Counsel and Underwriter's Counsel are contingent upon the sale and delivery of the Bonds.

No Litigation

There is no action, suit or proceeding known to the Successor Agency to be pending and notice of which has been served upon and received by the Successor Agency, or threatened, restraining or enjoining the execution or delivery of the Bonds or the Indenture or in any way contesting or affecting the validity of the foregoing or any proceedings of the Successor Agency taken with respect to any of the foregoing.

CONCLUDING INFORMATION

Ratings on the Bonds

In connection with the issuance and delivery of the Bonds, S&P Global Ratings ("S&P") has assigned its underlying municipal rating of "_____" to the 2026 Bonds. S&P is also expected to assign the Bonds the rating of "_____" based upon the delivery of the Policy by the Bond Insurer at the time of issuance of the Bonds. See the caption "BOND INSURANCE." There is no assurance that the credit ratings given to the Bonds will be maintained for any period of time or that the ratings may not be lowered or withdrawn entirely by S&P if, in the judgment of S&P, circumstances so warrant. Any downward revision or withdrawal of either of such ratings may have an adverse effect on the market price of the Bonds. Such ratings reflect only the views of S&P and an explanation of the significance of such ratings may be obtained from S&P. Generally, rating agencies base their ratings on information and materials furnished to them (which may include information and material from the Former Agency which is not included in this Official Statement) and on investigations, studies and assumptions by the rating agencies.

The Municipal Advisor

Kosmont Financial Services, Manhattan Beach, California, has served as municipal advisor ("Municipal Advisor") to the Former Agency in connection with the Bonds. The Municipal Advisor is not obligated to undertake, and has not undertaken to make, an independent verification or to assume responsibility for the accuracy, completeness or fairness of the information contained in this Official Statement. The Municipal

Advisor is an independent advisory firm and is not engaged in the business of underwriting, trading or distributing municipal or other public securities.

Continuing Disclosure

The Successor Agency will covenant to provide certain annual financial information (the "Annual Reports") and notices of the occurrence of certain enumerated events in accordance with Rule 15c2-12 of the Securities Exchange Act of 1934 as amended (the "Rule") by not later than March 31 in each year. NBS will act as Dissemination Agent. The specific nature of the information to be contained in the Annual Report or the notices of listed events and certain other terms of the continuing disclosure obligation are found in the form of the Successor Agency's Disclosure Certificate attached in "APPENDIX E - FORM OF CONTINUING DISCLOSURE CERTIFICATE."

Other than as described herein, the Former Agency and the Successor Agency have complied, in all material respects, with their undertaking, to provide continuing disclosure under the Federal securities laws in the preceding five years.

[DESCRIBE ANY FAILURES TO COMPLY]

Underwriting

The Bonds were sold to Raymond James & Associates, Inc. (the "Underwriter"), who is offering the Bonds at the prices set forth on the inside cover page hereof. The initial offering prices may be changed from time to time and concessions from the offering prices may be allowed to dealers, banks and others.

The Underwriter has purchased the Bonds at a price equal to $_____, which amount represents the principal amount of the Bonds plus a net original issue premium of $_____, less an Underwriter's discount of $_____. The Underwriter will pay certain of its expenses relating to the offering from the Underwriter's discount.

References

All statements in this Official Statement involving matters of opinion, whether or not expressly so stated, are intended as such and not as representations of fact. This Official Statement is not to be construed as a contract or agreement between the Successor Agency and the purchasers or Owners of any of the Bonds.

Execution

The execution and delivery of this Official Statement by the Executive Director of the Successor Agency has been duly authorized by the Successor Agency.

SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PALMDALE

By:
Executive Director

APPENDIX A

SUMMARY OF CERTAIN PROVISIONS OF THE INDENTURE

[TO BE PROVIDED BY BOND COUNSEL]

APPENDIX B

CITY OF PALMDALE INFORMATION STATEMENT

The following information concerning the City of Palmdale is presented as general background data. The Bonds are payable solely from Pledged Tax Revenues as described in the Official Statement. The Bonds are not an obligation of the City, and the taxing power of the City is not pledged to the payment of the Bonds.

General Information

The City is located in northern Los Angeles County, in an area known as the Antelope Valley, approximately 62 miles north of downtown Los Angeles. It encompasses approximately 104 square miles. The southern portion of the Antelope Valley is significantly urbanized and focused around the City and its neighboring community, the City of Lancaster. Nearly half of the Antelope Valley's population live in these two cities and are connected to the metropolitan employment center of the Los Angeles Basin via the Antelope Valley Freeway (State Highway 14) and Interstate 5. Access to the Inland Empire from Palmdale is via State Highway 18.

In 1933, the United States government established Muroc Air Base six miles north of Lancaster in Kern County, now known as Edwards Air Force Base. They also bought Palmdale Airport in 1952 and established an aerospace development and testing facility called United States Air Force Plant 42. One year later, in 1953, Lockheed established a facility at the airport. After this point in time, the aerospace industry took over as the primary local source of employment, where it has remained ever since. Today the City is even referred to as the "Aerospace Capital of America" because of its rich heritage in being the home of many of the aircraft used in the United States military.

Population

Table No. B-1 summarizes population growth between 2022 and 2026 for the City of Palmdale and Los Angeles County.

TABLE NO. B-1
CHANGE IN POPULATION
CITY OF PALMDALE AND LOS ANGELES COUNTY
2022 – 2026

	PALMDALE		LOS ANGELES COUNTY	
January 1 Year	**Population**	**Percentage Change**	**Population**	**Percentage Change**
2022	166,444			
2023	166,308	-0.082%	9,864,220	0.026%
2024	166,333	0.015%	9,882,296	0.183%
2025	166,554	0.133%	9,900,914	0.188%
2026	166,118	-0.262%	9,837,286	0.643%
% Change Between 2022 - 2026		-0.196%		-0.247%

Source: State of California, Department of Finance, *"E-4 Population Estimates for Cities, Counties and the State, 2022-2026, with 2020 Census Benchmark"* Sacramento, California, June 2026.

Per Capita Personal Income

Per capita personal income information for the City of Palmdale, Los Angeles County, the State of California and the United States are summarized in the following table.

TABLE NO. B-2
PER CAPITA PERSONAL INCOME
CITY OF PALMDALE, LOS ANGELES COUNTY,
CALIFORNIA AND UNITED STATES [(1)]
2019-2023

Year	City of Palmdale	Los Angeles County	State of California	United States
2019	$22,962	$62,591	$64,219	$53,683
2020	22,718	67,904	70,090	56,514
2021	22,299	73,343	77,113	59,365
2022	25,155	74,378	77,230	57,104
2023	28,022	78,302	81,231	58,088

(1) For Los Angeles County, State of California and United States, per capita personal income was computed using Census Bureau midyear population estimates. Estimates for 2019-2023 reflect county population estimates available as of May 2026.

Note: All dollar estimates are in current dollars (not adjusted for inflation).

Source: U.S. Department of Commerce, Bureau of Economic Analysis, City of Palmdale Comprehensive Annual Financial Report.

Employment

As of December 2025, the civilian labor force for the City was approximately 72,400 of whom 65,800 were employed. Civilian labor force, employment and unemployment statistics for the City, County, the State and the nation, for the years 2021 through 2025 are shown in the following table:

TABLE NO. B-3
CITY OF PALMDALE
CIVILIAN LABOR FORCE, EMPLOYMENT AND UNEMPLOYMENT
ANNUAL AVERAGES

Year	Civilian Labor Force	Employment	Unemployment	Unemployment Rate
2021				
City of Palmdale	73,800	65,800	8,000	10.8%
Los Angeles County	5,019,900	4,569,800	450,100	9.0%
California	19,013,800	17,619,300	1,394,500	7.3%
United States[1]	161,200,000	152,600,000	8,600,000	5.3%
2022				
City of Palmdale	73,200	68,600	4,600	6.3%
Los Angeles County	5,036,800	4,786,000	250,800	5.0%
California	19,267,400	18,441,400	716,000	3.7%
United States	164,300,000	153,300,000	11,000,000	6.6%
2023				
City of Palmdale	73,000	68,700	4,300	5.9%
Los Angeles County	5,064,700	4,808,300	256,500	5.1%
California	19,514,600	18,593,600	921,000	4.7%
United States	166,900,000	161,900,000	5,000,000	3.0%
2024				
City of Palmdale	74,100	68,900	5,200	7.0%
Los Angeles County	5,106,400	4,812,40	294,000	5.8%
California	18,692,800	18,650,700	1,042,200	5.3%
United States	168,900,000	161,900,000	7,000,000	4.1%
2025				
City of Palmdale	72,400	68,000	4,400	6.1%
Los Angeles County	5,098,800	4,810,600	288,200	5.7%
California	19,823,800	18,738,500	1,085,300	5.5%
United States	170,500,000	163,200,000	7,300,000	4.2%

Source: California State Employment Development Department.
[1]For United States, U.S. Bureau of Labor Statistics

Industry

The City is located in the Los Angeles-Long Beach-Glendale Metropolitan Division. As of December 2025, six dominant job categories constituted approximately 70% of the non-farm work force. They are health care and social assistance (28%), professional and business services (21.0%), government (11.0%), leisure and hospitality (9%), Retail Trade (8.0%) and manufacturing (6.0%). The number of wage and salary workers by industry for each of the years 2021 through 2025 in the Metropolitan Division is presented in Table No. B-4 below.

TABLE NO. B-4
LOS ANGELES-LONG BEACH-GLENDALE METROPOLITAN DIVISION
WAGE AND SALARY WORKERS BY INDUSTRY [1]
2021 - 2025
(in Thousands)

Industry	2021	2022	2023	2024	2025
Government	560.2	570.0	583.1	601.7	603.2
Other Services	135.7	153.0	157.4	159.0	158.0
Leisure and Hospitality	434.2	512.4	534.1	537.5	533.1
Private Education and Health Services	843.9	870.6	919.0	967.0	1,007.1
Health Care and Social Assistance	718.6	739.5	779.9	820.0	858.4
Professional and Business Services	631.3	667.4	657.2	657.4	660.2
Financial Activities	213.2	215.7	210.5	207.7	203.4
Information	208.8	234.9	193.1	189.6	177.0
Transportation, Warehousing and Utilities	215.2	223.6	217.9	218.5	216.5
Service Providing	3,841.3	4,057.4	4,077.2	4,131.9	4,141.2
Retail Trade	396.1	405.5	404.8	398.8	393.6
Wholesale Trade	202.6	204.4	200.1	194.8	189.2
Manufacturing	313.1	321.7	318.4	312.6	303.3
Nondurable Goods	127.1	132.2	128.3	124.9	121.5
Durable Goods	186.0	189.5	190.2	187.8	181.8
Goods Producing	463.8	4,747.0	471.3	465.9	451.4
Construction	149.0	151.3	151.2	151.6	146.5
Mining and Logging	1.6	1.7	1.7	1.7	1.7
Total Nonfarm	4,305.1	4,532.1	4,548.5	4,597.8	4,592.7
Farm	4.6	4.8	4.7	4.7	4.2
Total (all industries)	4,309.7	4,536.9	4,553.2	4,602.5	4,596.9

[1] Annually, as of December.

Note: The unemployment rate is calculated using unrounded data. Data may not add due to rounding.

Source: State of California Employment Development Department, Labor Market Information Division, "*Industry Employment & Labor Force - March 2025 Benchmark, revised.*

The largest employers operating in the Antelope Valley and their respective number of employees as of June 2024 are as follows:

TABLE NO. B-5
CITY OF PALMDALE
LARGEST EMPLOYERS

Name of Company	Employment [1]	Type of Business/Service
Northrop Grumman Corp.	8,680	Aerospace/Aviation
Lockheed Martin	4,597	Aerospace/Aviation
Palmdale Regional Medical Center	1,081	Healthcare/Healing
Wal-Mart Supercenters (3 stores)	942	Retail
Target Stores (2 Stores + Optical)	452	Retail
Keller Williams Realty Antelope Valley	399	Realtor Services
Vallarta Supermarket (3 Stores)	370	Grocery/Retail
Allied Universal Security Services	295	Security Services
The Home Depot (2 Stores)	283	Construction/Retail
Lowe's Home Centers (2 Stores)	257	Home Improvement/Retail

Source: City of Palmdale Annual Comprehensive Financial Report for the Fiscal Year Ended June 30, 2024.

Commercial Activity

The following table summarizes the volume of retail sales and taxable transactions for the City of Palmdale for 2021 through 2025 (the most recent year for which statistics are available from the California Department of Tax and Fee Administration for the full year).

TABLE NO. B-6
CITY OF PALMDALE
TOTAL TAXABLE TRANSACTIONS
(in $ Thousands)
2021-2025

Year	Retail and Food Services ($000's)	% Change	Retail and Food Services Permits	Total Taxable Transactions ($000's)	% Change	Issued Sales Permits
2021	2,027,552	-	2,573	2,233,318		3,845
2022	2,057,371	1.5%	2,556	2,304,831	3.2%	3,849
2023	2,033,984	-1.1%	2,348	2,033,984	-12%	3,549
2024	1,941,162	-4.8%	2,354	2,217,856	9.0%	3,583
2025	1,925,017	-.08%	2,343	2,181,902	-1.6	3,580

Source: California Department of Tax and Fee Administration, *"Taxable Sales in California."* Updated April 6, 2026.

Taxable transactions by type of business for the City of Palmdale for 2021 through 2025 are summarized in Table No. B-7.

TABLE NO. B-7
CITY OF PALMDALE
TAXABLE TRANSACTIONS BY TYPE OF BUSINESS
(in $ Thousands)
2021-2025

	2021	2022	2023	2024	2025
Retail and Food Services					
Clothing and Clothing Accessories Stores	$ 176,968	$ 161,436	$ 157,643	$ 162,109	$ 167,609
General Merchandise Stores	393,250	407,405	402,591	385,751	383,453
Food and Beverage Stores	102,320	109,009	110,078	109,120	129,155
Food Services and Drinking Places	317,784	332,983	349,119	359,865	362,240
Home Furnishings and Appliance Stores	116,487	103,170	90,737	85,058	87,214
Building Materials and Garden Equipment and Supplies	178,988	166,537	168,139	163,614	162,036
Motor Vehicle and Parts Dealers	338,659	342,329	338,611	285,282	287,901
Gasoline Stations	265,140	297,458	285,387	269,425	232,973
Other Retail Group	137,955	137,044	131,680	120,938	112,435
Total Retail and Food Services	**2,027,552**	**2,057,371**	**2,033,984**	**1,941,162**	**1,925,017**
All Other Outlets	205,766	247,460	262,030	276,694	256,885
Total All Outlets	**$2,233,318**	**$2,304,831**	**$2,296,014**	**$2,217,856**	**$2,181,902**

Note: Detail may not compute to total due to rounding.

Source: California Department of Tax and Fee Administration, *"Taxable Sales in California.."* Updated April 6, 2026.

Building Activity

Table No. B-8 summarizes building activity valuations for the City for the five-year period from 2020/21 through 2024/25.

TABLE NO. B-8
CITY OF PALMDALE
BUILDING ACTIVITY AND VALUATION
2020/11 – 2024/25

	Commercial		Residential	
Fiscal Year	Number of Units [1]	Construction Value [1]	Number of Units [2]	Construction Value [2]
2020/21				
2021/22				
2022/23				
2023/24				
2024/25				

(1) Represents new commercial buildings.

(2) Represents new dwelling units.

Source: City of Palmdale, Building & Safety Department.

APPENDIX C
FISCAL CONSULTANT'S REPORT

APPENDIX D

AUDITED FINANCIAL STATEMENTS FOR THE FISCAL YEAR ENDED JUNE 30, 20[25]

APPENDIX E

FORM OF CONTINUING DISCLOSURE CERTIFICATE

APPENDIX F

PROPOSED FORM OF BOND COUNSEL OPINION

[TO BE PROVIDED BY BOND COUNSEL]

APPENDIX G

THE BOOK-ENTRY SYSTEM

The following description of the Depository Trust Company ("DTC"), the procedures and record keeping with respect to beneficial ownership interests in the Bonds, payment of principal, interest and other payments on the Bonds to DTC Participants or Beneficial Owners, confirmation and transfer of beneficial ownership interest in the Bonds and other related transactions by and between DTC, the DTC Participants and the Beneficial Owners is based solely on information provided by DTC. Accordingly, no representations can be made concerning these matters and neither the DTC Participants nor the Beneficial Owners should rely on the foregoing information with respect to such matters, but should instead confirm the same with DTC or the DTC Participants, as the case may be.

Neither the issuer of the Bonds (the "Issuer") nor the trustee, fiscal agent or paying agent appointed with respect to the Bonds (the "Agent") take any responsibility for the information contained in this Appendix.

No assurances can be given that DTC, DTC Participants or Indirect Participants will distribute to the Beneficial Owners (a) payments of interest, principal or premium, if any, with respect to the Bonds, (b) certificates representing ownership interest in or other confirmation or ownership interest in the Bonds, or (c) redemption or other notices sent to DTC or Cede & Co., its nominee, as the registered owner of the Bonds, or that they will so do on a timely basis, or that DTC, DTC Participants or DTC Indirect Participants will act in the manner described in this Appendix. The current "Rules" applicable to DTC are on file with the Securities and Exchange Commission and the current "Procedures" of DTC to be followed in dealing with DTC Participants are on file with DTC.

1. The Depository Trust Company ("DTC"), New York, NY, will act as securities depository for the securities (the "Securities"). The Securities will be issued as fully-registered securities registered in the name of Cede & Co. (DTC's partnership nominee) or such other name as may be requested by an authorized representative of DTC. One fully-registered Security certificate will be issued for each issue of the Securities, each in the aggregate principal amount of such issue, and will be deposited with DTC. If, however, the aggregate principal amount of any issue exceeds $500 million, one certificate will be issued with respect to each $500 million of principal amount, and an additional certificate will be issued with respect to any remaining principal amount of such issue.

2. DTC, the world's largest securities depository, is a limited-purpose trust company organized under the New York Banking Law, a "banking organization" within the meaning of the New York Banking Law, a member of the Federal Reserve System, a "clearing corporation" within the meaning of the New York Uniform Commercial Code, and a "clearing agency" registered pursuant to the provisions of Section 17A of the Securities Exchange Act of 1934. DTC holds and provides asset servicing for over 3.5 million issues of U.S. and non-U.S. equity issues, corporate and municipal debt issues, and money market instruments (from over 100 countries) that DTC's participants ("Direct Participants") deposit with DTC. DTC also facilitates the post-trade settlement among Direct Participants of sales and other securities transactions in deposited securities, through electronic computerized book-entry transfers and pledges between Direct Participants' accounts. This eliminates the need for physical movement of securities certificates. Direct Participants include both U.S. and non-U.S. securities brokers and dealers, banks, trust companies, clearing corporations, and certain other organizations. DTC is a wholly-owned subsidiary of The Depository Trust & Clearing Corporation ("DTCC"). DTCC is the holding company for DTC, National Securities Clearing Corporation and Fixed Income Clearing Corporation, all of which are registered clearing agencies. DTCC is owned by the users of its regulated subsidiaries. Access to the DTC system is also available to others such as both U.S. and non-U.S. securities brokers and dealers, banks, trust companies, and clearing corporations that clear through or maintain a custodial relationship with a Direct Participant, either directly or indirectly ("Indirect Participants"). DTC has a Standard & Poor's rating of

AA+. The DTC Rules applicable to its Participants are on file with the Securities and Exchange Commission. More information about DTC can be found at www.dtcc.com. *The information contained on such Internet site is not incorporated herein by reference.*

3. Purchases of Securities under the DTC system must be made by or through Direct Participants, which will receive a credit for the Securities on DTC's records. The ownership interest of each actual purchaser of each Security ("Beneficial Owner") is in turn to be recorded on the Direct and Indirect Participants' records. Beneficial Owners will not receive written confirmation from DTC of their purchase. Beneficial Owners are, however, expected to receive written confirmations providing details of the transaction, as well as periodic statements of their holdings, from the Direct or Indirect Participant through which the Beneficial Owner entered into the transaction. Transfers of ownership interests in the Securities are to be accomplished by entries made on the books of Direct and Indirect Participants acting on behalf of Beneficial Owners. Beneficial Owners will not receive certificates representing their ownership interests in Securities, except in the event that use of the book-entry system for the Securities is discontinued.

4. To facilitate subsequent transfers, all Securities deposited by Direct Participants with DTC are registered in the name of DTC's partnership nominee, Cede & Co., or such other name as may be requested by an authorized representative of DTC. The deposit of Securities with DTC and their registration in the name of Cede & Co. or such other DTC nominee do not effect any change in beneficial ownership. DTC has no knowledge of the actual Beneficial Owners of the Securities; DTC's records reflect only the identity of the Direct Participants to whose accounts such Securities are credited, which may or may not be the Beneficial Owners. The Direct and Indirect Participants will remain responsible for keeping account of their holdings on behalf of their customers.

5. Conveyance of notices and other communications by DTC to Direct Participants, by Direct Participants to Indirect Participants, and by Direct Participants and Indirect Participants to Beneficial Owners will be governed by arrangements among them, subject to any statutory or regulatory requirements as may be in effect from time to time. Beneficial Owners of Securities may wish to take certain steps to augment the transmission to them of notices of significant events with respect to the Securities, such as redemptions, tenders, defaults, and proposed amendments to the Security documents. For example, Beneficial Owners of Securities may wish to ascertain that the nominee holding the Securities for their benefit has agreed to obtain and transmit notices to Beneficial Owners. In the alternative, Beneficial Owners may wish to provide their names and addresses to the registrar and request that copies of notices be provided directly to them.

6. Redemption notices shall be sent to DTC. If less than all of the Securities within an issue are being redeemed, DTC's practice is to determine by lot the amount of the interest of each Direct Participant in such issue to be redeemed.

7. Neither DTC nor Cede & Co. (nor any other DTC nominee) will consent or vote with respect to Securities unless authorized by a Direct Participant in accordance with DTC's MMI Procedures. Under its usual procedures, DTC mails an Omnibus Proxy to Issuer as soon as possible after the record date. The Omnibus Proxy assigns Cede & Co.'s consenting or voting rights to those Direct Participants to whose accounts Securities are credited on the record date (identified in a listing attached to the Omnibus Proxy).

8. Redemption proceeds, distributions, and dividend payments on the Securities will be made to Cede & Co., or such other nominee as may be requested by an authorized representative of DTC. DTC's practice is to credit Direct Participants' accounts upon DTC's receipt of funds and corresponding detail information from Issuer or Agent, on payable date in accordance with their respective holdings shown on DTC's records. Payments by Participants to Beneficial Owners will be governed by standing instructions and customary practices, as is the case with securities held for the accounts of customers in bearer form or

registered in "street name," and will be the responsibility of such Participant and not of DTC, Agent, or Issuer, subject to any statutory or regulatory requirements as may be in effect from time to time. Payment of redemption proceeds, distributions, and dividend payments to Cede & Co. (or such other nominee as may be requested by an authorized representative of DTC) is the responsibility of Issuer or Agent, disbursement of such payments to Direct Participants will be the responsibility of DTC, and disbursement of such payments to the Beneficial Owners will be the responsibility of Direct and Indirect Participants.

9. DTC may discontinue providing its services as depository with respect to the Securities at any time by giving reasonable notice to Issuer or Agent. Under such circumstances, in the event that a successor depository is not obtained, Security certificates are required to be printed and delivered.

10. Issuer may decide to discontinue use of the system of book-entry transfers through DTC (or a successor securities depository). In that event, Security certificates will be printed and delivered to DTC.

11. The information in this section concerning DTC and DTC's book-entry system has been obtained from sources that Issuer believes to be reliable, but Issuer takes no responsibility for the accuracy thereof.

APPENDIX H

SPECIMEN MUNICIPAL BOND INSURANCE POLICY

CONTINUING DISCLOSURE CERTIFICATE

This Continuing Disclosure Certificate (the "Disclosure Certificate") is executed and delivered by the Successor Agency to the Community Redevelopment Agency of the City of Palmdale (the "Agency") in connection with the issuance and delivery of $_____ Tax Allocation Refunding Bonds, 2026 Series A (the "Bonds"). The Bonds are being issued pursuant to an Indenture of Trust, dated as of _____ 1, 2026 (the "Indenture"), by and between the Agency and U.S. Bank Trust Company, National Association, as trustee (the "Trustee"). The Agency covenants and agrees as follows:

Section 1. Purpose of the Disclosure Certificate. This Disclosure Certificate is being executed and delivered by the Agency for the benefit of the Holders and Beneficial Owners of the Bonds and in order to assist the Participating Underwriters in complying with the Rule.

Section 2. Definitions. In addition to the definitions set forth above and in the Indenture, which apply to any capitalized term used in this Disclosure Certificate, unless otherwise defined in this Section, the following capitalized terms shall have the following meanings:

"Annual Report" shall mean any Annual Report provided by the Agency pursuant to, and as described in, Sections 3 and 4 of this Disclosure Certificate.

"Beneficial Owner" shall mean any person who has the power, directly or indirectly, to vote or consent with respect to, or to dispose of ownership of, any Bonds (including persons holding Bonds through nominees, depositories, or other intermediaries).

"Dissemination Agent" shall mean _____ or any successor Dissemination Agent designated in writing by the Agency and that has filed with the Agency a written acceptance of such designation.

"Financial Obligation" means a (i) debt obligation, (ii) derivative instrument entered into in connection with, or pledged as security or a source of payment for, an existing or planned debt obligation, or (iii) guarantee of (i) or (ii). The term Financial Obligation shall not include municipal securities as to which a final official statement has been provided to the MSRB consistent with Rule 15c2-12.

"Fiscal Year" shall mean the 12-month period beginning on July 1 and ending on the next following June 30, unless and until changed by the Agency.

"Holder" shall mean either the registered owner of any Bond, or, if the Bonds are registered in the name of DTC or another recognized depository, any Beneficial Owner or applicable participant in its depository system.

"Listed Events" shall mean any of the events listed in Section 5(a) of this Disclosure Certificate.

"MSRB" shall mean the Municipal Securities Rulemaking Board.

"Official Statement" shall mean the final Official Statement dated _____, 2026, relating to the Bonds.

"Participating Underwriters" shall mean, Raymond James & Associates, Inc., and any other original underwriters of the Bonds required to comply with the Rule in connection with offering of the Bonds.

"Rule" shall mean Rule 15c2-12(b)(5) adopted by the Securities and Exchange Commission under the Securities Exchange Act of 1934, as the same may be amended from time to time.

Section 3. Provision of Annual Reports.

(a) The Agency shall, or shall cause the Dissemination Agent to, not later than nine (9) months after the end of the Agency's Fiscal Year (i.e., currently, not later than April 1 of each year), commencing with the report for the 2025-26 Fiscal Year, provide to MSRB an Annual Report that is consistent with the requirements of Section 4 of this Disclosure Certificate. Not later than fifteen (15) calendar days prior to each such Annual Report Date, the Agency shall provide its Annual Report to the Dissemination Agent, if such Dissemination Agent is a different entity than the Agency. The Annual Report must be submitted in an electronic format as prescribed by MSRB, accompanied by such identifying information as is prescribed by MSRB, and may include by reference other information as provided in Section 4 of this Disclosure Certificate; provided that the audited financial statements of the Agency may be submitted separately from the balance of the Annual Report, and later than the date required above for the filing of the Annual Report if such audited financial statements are not available by such date. If the Agency's Fiscal Year changes, it shall give notice of such change in the same manner as for a Listed Event under Section 5(c). The Agency shall provide a written certification with each Annual Report furnished to the Dissemination Agent to the effect that such Annual Report constitutes the Annual Report required to be furnished hereunder. The Dissemination Agent may conclusively rely upon such certification of the Agency and shall have no duty or obligation to review such Annual Report.

(b) Not later than 15 Business Days prior to the date required in subsection (a), the Agency shall provide the Annual Report to the Dissemination Agent (if other than the Agency). If the Agency is unable to provide to MSRB an Annual Report by the date required in subsection (a), the Agency shall send to MSRB a notice in substantially the form attached hereto as Exhibit A. Such notice must be submitted in an electronic format as prescribed by MSRB, accompanied by such identifying information as prescribed by MSRB.

(c) The Dissemination Agent shall:

(i) provide any Annual Report received by it to the MSRB by the date required in subsection (a);

(ii) if the Dissemination Agent is other than the Agency, file a report with the Agency certifying that the Annual Report has been provided to MSRB pursuant to this Disclosure Certificate, and stating the date the Annual Report was so provided; and

(iii) if the Dissemination Agent is other than the Agency, take any other actions mutually agreed upon between the Dissemination Agent and the Agency.

Section 4. Content of Annual Reports. The Annual Report shall contain or incorporate by reference the following:

(a) The audited financial statements of the Agency for the prior Fiscal Year. If the Agency's audited financial statements are not available by the time the Annual Report is required to be filed pursuant to Section 3(a), the Annual Report shall contain unaudited financial statements of the Agency in a format similar to the audited financial statements, and the audited financial statements shall be filed in the same manner as the Annual Report when they become available. Audited financial statements shall be prepared in accordance with generally accepted accounting principles as prescribed for governmental units by the Governmental Accounting Standards Board; provided, however, that the Agency may from time to time, if

required by federal or state legal requirements, modify the basis upon which its financial statements are prepared. In the event that the Agency shall modify the basis upon which its financial statements are prepared, the Agency shall provide a notice of such modification to MSRB, including a reference to the specific federal or state law or regulation specifically describing the legal requirements for the change in accounting basis.

(b) The following information for the Fiscal Year to which the Annual Report relates, which information may be provided by its inclusion in the audited financial statements of the Agency for the prior Fiscal Year described in subsection (a) above:

(i) The principal amount of Bonds outstanding.

(ii) Information contained in the following tables in the Official Statement:

[TO COME]

(c) In addition to any of the information expressly required to be provided under paragraphs (a) and (b) of this Section, the Agency shall provide such further information, if any, as may be necessary to make the specifically required statements, in the light of the circumstances under which they are made, not misleading.

Any or all of the items listed above may be included by specific reference to other documents, including official statements of debt issues of the Agency or related public entities, that are available to the public on MSRB's Internet web site or filed with the Securities and Exchange Commission. The Agency shall clearly identify each such other document so included by reference.

Section 5. Reporting of Significant Events.

(a) Pursuant to the provisions of this Section 5, the Agency shall give, or cause to be given, notice of the occurrence of any of the following events with respect to the Bonds:

(i) principal and interest payment delinquencies;

(ii) non-payment related defaults, if material;

(iii) unscheduled draws on any reserve fund for the Bonds reflecting financial difficulties;

(iv) unscheduled draws on any credit enhancements securing the Bonds reflecting financial difficulties;

(v) substitution of any credit or liquidity providers, or their failure to perform;

(vi) adverse tax opinions, the issuance by the Internal Revenue Service of proposed or final determinations of taxability, Notices of Proposed Issue (IRS Form 5701-TEB) or other material notices or determinations with respect to the tax status of the Bonds, or other material events affecting the tax status of the Bonds;

(vii) modifications to the rights of Owners of the Bonds, if material;

(viii) Bond calls, if material, and tender offers for the Bonds;

(ix) defeasances;

(x) any release, substitution, or sale of property securing repayment of the Bonds, if material;

(xi) rating changes;

(xii) any bankruptcy, insolvency, receivership, or similar event of the Agency [this Listed Event is considered to occur when any of the following occur: the appointment of a receiver, fiscal agent, or similar officer for the Agency in a proceeding under the U.S. Bankruptcy Code or in any other proceeding under state or federal law in which a court or governmental authority has assumed jurisdiction over substantially all of the assets or business of the Agency, or if such jurisdiction has been assumed by leaving the existing governing body and officials or officers in possession but subject to the supervision and orders of a court or governmental authority, or the entry of an order confirming a plan of reorganization, arrangement, or liquidation by a court or governmental authority having supervision or jurisdiction over substantially all of the assets or business of the Agency;

(xiii) the consummation of a merger, consolidation, or acquisition involving the Agency or the sale of all or substantially all of the assets of the Agency, other than in the ordinary course of business, the entry into a definitive agreement to undertake such an action or the termination of a definitive agreement relating to any such actions, other than pursuant to its terms, if material; and

(xiv) appointment of a successor or additional trustee or the change of name of a trustee, if material.

(xv) incurrence of a Financial Obligation of the Agency, if material, or agreement to covenants, events of default, remedies, priority rights, or other similar terms of a Financial Obligation of the Agency, any of which affect security holders, if material;

(xvi) default, event of acceleration, termination event, modification of terms, or other similar events under the terms of a Financial Obligation of the Agency, any of which reflect financial difficulties.

(b) Upon and after the occurrence of a Listed Event listed under subsection (a)(ii), (a)(vii), (a)(viii), (a)(x), (a)(xiii), or (a)(xiv) above, the Agency shall as soon as possible determine if such event would be material under applicable federal securities laws. If the Agency determines that knowledge of the occurrence of such Listed Event would be material under applicable federal securities laws, the Agency shall promptly notify the Dissemination Agent, if different from the Agency, in writing. Such notice shall instruct the Dissemination Agent to report the occurrence pursuant to subsection (d) below.

(c) Upon and after the occurrence of any Listed Event (other than a Listed Event listed under subsection (a)(ii), (a)(vii), (a)(viii), (a)(x), (a)(xiii), or (a)(xiv) above), the Agency shall promptly notify the Dissemination Agent, if different from the Agency, in writing. Such notice shall instruct the Dissemination Agent to report the occurrence pursuant to subsection (d) below.

(d) The Agency or the Dissemination Agent, if the Dissemination Agent has been instructed by the Agency to report the occurrence of a Listed Event, shall file a notice of such occurrence with MSRB, not in excess of ten (10) business days after the occurrence of such Listed Event. Such notice must be submitted in an electronic format as prescribed by MSRB, accompanied by such identifying information as prescribed by MSRB.

(e) The Agency hereby agrees that the undertaking set forth in this Disclosure Certificate is the responsibility of the Agency and that the Dissemination Agent shall not be responsible for determining whether the Agency's instructions to the Dissemination Agent under this Section 5 comply with the requirements of the Rule.

Section 6. Termination of Reporting Obligation. The obligations of the Agency and the Dissemination Agent under this Disclosure Certificate shall terminate upon the legal defeasance, prior redemption, or payment in full of all of the Bonds. If such termination occurs prior to the final maturity of the Bonds, the Agency shall give notice of such termination in the same manner as for a Listed Event under Section 5(c).

Section 7. Dissemination Agent. The Agency may, from time to time, appoint or engage a Dissemination Agent to assist it in carrying out its obligations under this Disclosure Certificate, and may discharge any such Dissemination Agent, with or without appointing a successor Dissemination Agent. The Dissemination Agent may resign by providing thirty days written notice to the Agency. The Dissemination Agent shall not be responsible for the content of any report or notice prepared by the Agency. The Dissemination Agent shall have no duty to prepare any information report nor shall the Dissemination Agent be responsible for filing any report not provided to it by the Agency in a timely manner and in a form suitable for filing.

Section 8. Amendment; Waiver. Notwithstanding any other provision of this Disclosure Certificate, the Agency may amend this Disclosure Certificate, and any provision of this Disclosure Certificate may be waived, provided that the following conditions are satisfied:

(a) if the amendment or waiver relates to the provisions of Section 3(a), 4, or 5(a), it may only be made in connection with a change in circumstances that arises from a change in legal (including a change in law (including rules or regulations) or in interpretations thereof), or a change in the identity, nature, or status of the Agency or the type of business conducted thereby;

(b) the undertakings herein, as proposed to be amended or waived, would, in the opinion of nationally recognized bond counsel, have complied with the requirements of the Rule at the time of the primary offering of the Bonds, after taking into account any amendments or interpretations of the Rule, as well as any change in circumstances; and

(c) the proposed amendment or waiver either (i) is approved by Holders of the Bonds in the manner provided in the Indenture for amendments to the Indenture with the consent of Holders, or (ii) does not, in the opinion of nationally recognized bond counsel, materially impair the interests of the Holders or Beneficial Owners of the Bonds.

If the annual financial information or operating data to be provided in the Annual Report is amended pursuant to the provisions hereof, the first annual financial information filed pursuant hereto containing the amended operating data or financial information shall explain, in narrative form, the reasons for the amendment and the impact of the change in the type of operating data or financial information being provided.

In the event of any amendment or waiver of a provision of this Disclosure Certificate, the Agency shall describe such amendment or waiver in the next Annual Report, and shall include, as applicable, a narrative explanation of the reason for the amendment or waiver and its impact on the type (or, in the case of a change of accounting principles, on the presentation) of financial information or operating data being presented by the Agency. If an amendment is made to the undertaking specifying the accounting principles to be followed in preparing financial statements, the annual financial information for the year in which the

change is made shall present a comparison between the financial statements or information prepared on the basis of the new accounting principles and those prepared on the basis of the former accounting principles. The comparison shall include a qualitative discussion of the differences in the accounting principles and the impact of the change in the accounting principles on the presentation of the financial information, in order to provide information to investors to enable them to evaluate the ability of the Agency to meet its obligations. To the extent reasonably feasible, the comparison shall be quantitative. A notice of the change in the accounting principles shall be sent to MSRB.

Section 9. Additional Information. Nothing in this Disclosure Certificate shall be deemed to prevent the Agency from disseminating any other information, using the means of dissemination set forth in this Disclosure Certificate or any other means of communication, or including any other information in any Annual Report or notice of occurrence of a Listed Event, in addition to that which is required by this Disclosure Certificate. If the Agency chooses to include any information in any Annual Report or notice of occurrence of a Listed Event in addition to that which is specifically required by this Disclosure Certificate, the Agency shall have no obligation under this Disclosure Certificate to update such information or include it in any future Annual Report or notice of occurrence of a Listed Event.

Section 10. Default. In the event of a failure of the Agency to comply with any provision of this Disclosure Certificate, any Holder or Beneficial Owner of the Bonds may take such actions as may be necessary and appropriate, including seeking mandate or specific performance by court order, to cause the Agency to comply with its obligations under this Disclosure Certificate. A default under this Disclosure Certificate shall not be deemed an Event of Default under the Indenture, and the sole remedy under this Disclosure Certificate in the event of any failure of the Agency to comply with this Disclosure Certificate shall be an action to compel performance.

Section 11. Duties, Immunities, and Liabilities of Dissemination Agent. The Dissemination Agent shall have only such duties as are specifically set forth in this Disclosure Certificate and the Agency agrees to indemnify and save the Dissemination Agent, and its officers, directors, employees, and agents, harmless against any losses, expenses, and liabilities that it may incur arising out of or in the exercise or performance of its duties hereunder, including the costs and expenses (including attorneys fees) of defending against any claim of liability, but excluding liabilities due to the Dissemination Agent's negligence or willful misconduct. The obligations of the Agency under this Section shall survive resignation or removal of the Dissemination Agent and payment of the Bonds. The Dissemination Agent shall not be responsible in any manner for the format or content of any notice or Annual Report prepared by the Agency pursuant to this Disclosure Certificate. The Agency shall pay the reasonable fees and expenses of the Dissemination Agent for its duties hereunder.

Section 12. Beneficiaries. This Disclosure Certificate shall inure solely to the benefit of the Agency, the Dissemination Agent, the Participating Underwriters, and Holders and Beneficial Owners from time to time of the Bonds, and shall create no rights in any other person or entity.

Date: _____, 2026

SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PALMDALE

By: _____
Authorized Officer

EXHIBIT A

NOTICE TO MSRB OF FAILURE TO FILE ANNUAL REPORT

Name of Issuer: Successor Agency to the Community Redevelopment Agency of the City of Palmdale

Name of Bond Issue: Successor Agency to the Community Redevelopment Agency of the City of Palmdale Tax Allocation Refunding Bonds, 2026 Series A

Date of Issuance: _____, 2026

NOTICE IS HEREBY GIVEN that the Successor Agency to the Community Redevelopment Agency of the City of Palmdale (the "Agency"), has not provided an Annual Report with respect to the above-named Bonds as required by Section 3 of the Continuing Disclosure Certificate executed by the Agency on _____, 2026. The Agency anticipates that the Annual Report will be filed by _____.

Dated: _____

SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PALMDALE

By:_____
Authorized Officer

SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PALMDALE

PROPOSED REFUNDING OF 2016 TAX ALLOCATION BONDS

JULY 7, 2026

El Segundo, CA
TEL: 424-297-1070 | URL: www.kosmontfinancial.com

EXECUTIVE SUMMARY

- The Successor Agency to the Community Redevelopment Agency of the City of Palmdale ("Successor Agency") has approximately $38 million of 2016 TABs outstanding that are currently eligible to be refinanced
- Refinancing at current market rates would result in estimated debt service savings of approximately $2.3 million* over the life of the bonds which will be shared by the City of Palmdale (City) and the Successor Agency's Affected Taxing Entities
  - Savings are generated by lower debt service requirements paid from the Redevelopment Property Tax Trust Fund (RPTTF)
- The Successor Agency Successor Agency's Oversight Board have approved the refinancing; the CA Department of Finance is presently reviewing the authorizations
- To prepare the bonds for sale, certain additional documents need the Succor Agency's approval

**Estimated as of the date hereof; subject to change*

PROCESS FOR ISSUING REFUNDING TABS

- Successor Agency authorized 2026 Refunding Tax Allocation Bonds ☑
  - Authorized on May 5
- Oversight Board approved Successor Agency's actions ☑
  - Approved on June 11, 2026
- All Successor Agency and Oversight Board action must be approved by CA Dept. of Finance
  - DOF has 60 days to approve; no later than August 17
- <u>Financing Team returns to the Successor Agency with additional documents for approval - tonight</u>
- Tonight's authorizations conclude necessary approvals for the Successor Agency to sell Refunding Bonds

DEBT SERVICE SAVINGS POTENTIAL

Net Savings: ~$2.3 million*

Debt Service Date	Prior Debt Service	Prior Receipts	Prior Net Cash Flow	Refunding Debt Service	Savings
9/1/2026	$ 5,857,950	$ 5,857,950			
9/1/2027	$ 6,874,150		$ 6,874,150	$ 6,589,622	$ 284,528
9/1/2028	$ 4,970,400		$ 4,970,400	$ 4,681,250	$ 289,150
9/1/2029	$ 4,928,650		$ 4,928,650	$ 4,647,000	$ 281,650
9/1/2030	$ 4,929,900		$ 4,929,900	$ 4,646,000	$ 283,900
9/1/2031	$ 4,731,650		$ 4,731,650	$ 4,446,250	$ 285,400
9/1/2032	$ 4,728,400		$ 4,728,400	$ 4,442,250	$ 286,150
9/1/2033	$ 4,770,400		$ 4,770,400	$ 4,489,250	$ 281,150
9/1/2034	$ 4,158,000		$ 4,158,000	$ 3,869,250	$ 288,750
Total	$ 45,949,500	$ 5,857,950	$ 40,091,550	$ 37,810,872	**$ 2,280,678**

**Estimated as of the date hereof; subject to change*

kosmont financial services

DOCUMENTS FOR BOARD APPROVAL

- Resolution authorizes and approves:
  - Preliminary Official Statement and its distribution to the Underwriter
  - Continuing Disclosure Certificate
  - Authorizes Officers of the Successor Agency to take actions as needed to execute the bond issue
- Preliminary Official Statement ("POS")
  - Primary "disclosure" document for investors enabling them to make an informed investment decision
  - Contains descriptions of the City and Project Areas such as historical Tax Increment data; demographic information; descriptions of legal authority for issuing the Bonds; and other important information related to the issuance of the proposed securities
- Continuing Disclosure Certificate
  - Sets forth the Successor Agency's agreement to provide current financial information to bond investors as required by SEC regulations

NEXT STEPS AND ESTIMATED TIMELINE

- ~~Consideration of the Resolution by Successor Agency Board – May 5~~
- ~~Consideration by the OB – June 11th~~
- DOF Approval
  - Submitted June 18; must respond within 60 days (by August 17)
- Prepare Preliminary Official Statement, obtain a bond rating, and seek insurance qualification
  - In processes
- Return to the Successor Agency after OB approval - tonight
- Sell and Close Bonds: Late July to Late August, depending on DOF

THANK YOU – ANY QUESTIONS?

2301 Rosecrans Avenue, Suite 4140
El Segundo, CA 90245TEL: 424-297-1073 | URL:
www.KosmontFinancial.com

Kosmont Transactions Services, Inc. dba Kosmont Financial Services (KFS) is an Independent Registered Municipal Advisor with the SEC and the MSRB. KFS does not provide accounting, tax or legal advice. Information included in this presentation is provided for discussion purposes only. Such information reflects KFS' views as of the date hereof (unless otherwise noted) and is subject to change without notice. Any terms and conditions discussed herein are preliminary until confirmed in a definitive written agreement..

City Council Staff Report

DATE: **JULY 7, 2026**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **CITY ATTORNEY'S OFFICE**

DISTRICT: **ALL**

SUBJECT: **ADOPT RESOLUTION NO. CC 2026-047, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE CALLING AN ELECTION AND PLACING A COUNCIL-PROPOSED ORDINANCE MEASURE ON THE NOVEMBER 3, 2026 ELECTION REGARDING THE ESTABLISHMENT OF A DIRECTLY ELECTED MAYOR BEGINNING WITH THE NOVEMBER 2028 GENERAL MUNICIPAL ELECTION**

RECOMMENDATION

Staff recommended that the City Council:

1. Adopt Resolution No. CC 2026-047, a Resolution of the City Council of the City of Palmdale calling an election and placing a Council-proposed ordinance measure on the November 3, 2026 election regarding the establishment of a directly elected mayor beginning with the November 2028 general municipal election and that said ballot presents the following question to the voters:

   "Shall the ordinance establishing the office of Mayor as an at-large, elected position beginning with the November 2028 general municipal election be adopted?"; and,

2. Approve budget appropriations of $450,000 from the general fund to the elections account for FY 2026-27 to cover the estimated ballot measure cost of $436,000, plus any additional costs that may be incurred throughout the election requirements process.

BACKGROUND

Palmdale currently operates under a council-manager form of government with five district-elected councilmembers. The Mayor is selected annually by the City Council from among its members and serves a one-year term.

In jurisdictions with a directly elected mayor, the Mayor is chosen by the voters citywide, serves a fixed term, and holds office independently of the City Council. Establishing such an office typically requires adoption of an ordinance defining the Mayor's powers, duties, term length, and relationship to the City Council.

The proposed ballot measure provides voters the opportunity to express whether the City should enact an ordinance establishing the office of a directly elected Mayor beginning with the November 2028 general municipal election. The measure itself does not create the office of Mayor.

Under Elections Code § 9222, a charter city may submit any proposed ordinance to the voters at an election. This measure is placed on the ballot pursuant to that authority.

DISCUSSION

If enacted, the City must meet the below statutory timeline for compliance:

Step	Action	Deadline	Authority
1	Council adopts resolutions placing measure text on ballot and consolidating with the statewide election	August 7, 2026[1]	Elections Code § 9222
2	Submit resolutions to County Registrar	Immediately after adoption	Elections Code § 10403
3	Arguments for/against due	August 14, 2026[2]	Elections Code § 9280
4	City Attorney impartial analysis	August 14, 2026	Elections Code § 9282
5	Rebuttal arguments due	August 24, 2026	Elections Code § 9285
6	Election Day	November 3, 2026	

FISCAL IMPACT

$450,000; The estimated cost for the ballot measure is $435,470.66, plus any additional costs that may be incurred through the ballot measure requirement process.

STRATEGIC GOAL

Goal III: Ensure long-term fiscal health of the City and maintain funding for services.

C. Involve and expand engagement to enhance public oversight and transparency.

[1] 88 days before election.
[2] Timelines approximate and established by Los Angeles County Registrar-Record/County Clerk.

Prepared by:	Alexandra Severino, City Attorney
Approved Availability of Funds:	Janelle Samson, Deputy City Manager
City Attorney Approval:	Alexandra Severino, City Attorney
Approved by:	Salvador Mendez, City Manager

ATTACHMENTS

Reso. No. CC 2026-047 Placing Measure on the November 2028 Ballot
Proposed Ordinance

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2026-047

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE, CALIFORNIA, CALLING FOR THE HOLDING OF A GENERAL MUNICIPAL ELECTION ON TUESDAY, NOVEMBER 3, 2026, FOR THE SUBMISSION TO THE QUALIFIED VOTERS A PROPOSED ORDINANCE ESTABLISHING THE OFFICE OF A DIRECTLY ELECTED MAYOR AND REQUESTING THE BOARD OF SUPERVISORS OF THE COUNTY OF LOS ANGELES TO CONSOLIDATE THIS GENERAL MUNICIPAL ELECTION TO BE HELD ON TUESDAY, NOVEMBER 3, 2026, WITH THE STATEWIDE GENERAL ELECTION TO BE HELD ON THE SAME DATE PURSUANT TO SECTION 10403 OF THE ELECTIONS CODE

WHEREAS, the City Council of the City of Palmdale, California desires to submit to the voters at a General Municipal Election a proposed ordinance relating to the establishment of the office of the directly elected mayor to be elected at large beginning with the November 2028 general municipal election;

WHEREAS, the City Council is authorized and directed by statute to submit the proposed ordinance to the voters;

WHEREAS, a Statewide General Election to be held in the County of Los Angeles has been called to be held on November 3, 2026;

WHEREAS, the City Council of the City of Palmdale will call a General Municipal Election to be held in the City of Palmdale on November 3, 2026, for the submission to the voters of a ballot measure proposing an ordinance that establishes the office of the directly elected Mayor pursuant to Section 600 of the Palmdale City Charter; and

WHEREAS, it is desirable that the General Municipal Election be consolidated with the Statewide General Election to be held on the same date and within the City the Vote Centers and Election Officers of the two elections be the same, and that the county election department of the County of Los Angeles canvass the returns of the General Municipal Election and that the election be held in all respects as if there were only one election.

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

SECTION 1. That pursuant to the requirements of the City of Palmdale Charter, there is called and ordered to be held in the City of Palmdale, California, on Tuesday, November 3, 2026, a General Municipal Election for the purpose of submitting the following proposed ordinance to the qualified voters:

Shall the ordinance establishing the office of Mayor as an at-large, elected position beginning with the November 2028 general municipal election be adopted?	Yes
	No

SECTION 2. The full text of the proposed ordinance is attached as Exhibit A.

SECTION 3. That the ballots to be used at the election shall be in form and content as required by law.

SECTION 4. That the City Clerk is authorized and directed to coordinate with the County of Los Angeles Registrar-Recorder/County Clerk to procure and furnish any and all official ballots, notices, printed matter, and all supplies, equipment, and paraphernalia that may be necessary in order to properly and lawfully conduct the election.

SECTION 5. The vote centers and vote-by-mail drop boxes for the election shall be open as required during the identified voting period pursuant to California Elections Code Sections 4005, 10242, 14212 and 14401.

SECTION 6. That in all particulars not recited in this resolution, the election shall be held and conducted as provided by law for holding municipal elections.

SECTION 7. That notice of the time and place of holding the election is given, and the City Clerk is authorized, instructed, and directed to give further or additional notice of the election in time, form, and manner as required by law.

SECTION 8. That the City Clerk shall certify to the passage and adoption of this Resolution and enter it into the book of original Resolutions.

SECTION 9. The City Council authorizes the City Clerk to administer said election and all reasonable and actual election expenses shall be paid by the City upon presentation of a properly submitted bill by the County.

SECTION 10. Pursuant to the requirements of Section 10403 of the Elections Code, the Board of Supervisors of the County of Los Angeles is hereby requested to consent and agree to the consolidation of a General Municipal Election with the Statewide General Election on Tuesday, November 3, 2026, for the submission to the voters of a ballot measure proposing an ordinance that establishes the office of the directly elected Mayor pursuant to Section 600 of the Palmdale City Charter.

SECTION 11. The Board of Supervisors of the County of Los Angeles is hereby further respectfully requested to place upon the same ballot as that provided for and submitted to the electors of the City of Palmdale at said Statewide General Election to be held in the County of Los Angeles on Tuesday, November 3, 2026, a ballot measure proposing an ordinance that establishes the office of the directly elected Mayor pursuant to Section 600 of the Palmdale City Charter.

SECTION 12. The City of Palmdale acknowledges that the consolidated election will be held and conducted according to Section 10418 of the California Elections Code.

SECTION 13. The Board of Supervisors of the County of Los Angeles is hereby authorized and respectfully requested to canvass the returns of said General Municipal Election.

SECTION 14. he Board of Supervisors of the County of Los Angeles is hereby authorized and respectfully requested to authorize and permit the Registrar-Recorder/County Clerk of the County of Los Angeles to:

a) Print and supply ballots for said City of Palmdale General Municipal Election;

b) Mail the City's sample ballots and candidate statements of qualifications to the electors of the City of Palmdale as part of the same material that will be mailed to the voters of the Statewide General Election to be held in the County of Los Angeles;

(c) Perform such other services as may be required for the consolidation and conduct of said City of Palmdale General Municipal Election with said Statewide General Election to be held in the County of Los Angeles.

SECTION 15. The vote centers for the election shall be open as required during the designated voting period pursuant to California Elections Code sections 4005, 10242, 14212, and 14401.

SECTION 16. The City agrees to reimburse the County of Los Angeles in full for the services performed on behalf of the City upon the presentation of a bill by the County.

SECTION 17. The City Clerk is hereby directed to deliver a certified copy of this resolution to the Board of Supervisors of the County of Los Angeles and to transmit an electronic copy to the Board of Supervisors and the Registrar-Recorder/County Clerk of the County of Los Angeles.

PASSED, APPROVED, and **ADOPTED** this 7th day of July, 2026.

_____
Eric Ohlsen, Mayor

APPROVED AS TO FORM:

_____
Alexandra Severino
City Attorney

ATTEST:

_____
Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of the City of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 7th day of July 2026 by the following roll call vote:

AYES: _____

NOES:_____

ABSTAIN:_____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

CITY OF PALMDALE, A CHARTER CITY
COUNTY OF LOS ANGELES, CALIFORNIA
ORDINANCE NO. XXXX

AN ORDINANCE OF THE CITY OF PALMDALE, AMENDING PALMDALE MUNICIPAL CODE SECTION 2.08.010 TO ESTABLISH THE OFFICE OF MAYOR AS AN AT-LARGE ELECTED POSITION PURSUANT TO SECTION 600 OF THE PALMDALE CITY CHARTER

A. RECITALS

WHEREAS, Under Elections Code § 9222, a charter city may submit any proposed ordinance to the voters at an election.

WHEREAS, Section 600 of the Palmdale City Charter authorizes the City Council to establish by ordinance the manner of election for the office of Mayor;

WHEREAS, the City Council has proposed an ordinance establishing the office of Mayor as an at-large elected position beginning with the November 2028 general municipal election, with the Mayor serving a four-year term as a voting member of the City Council and presiding officer at Council meetings, without altering existing council districts or the council-manager form of government; and

WHEREAS, the City Council of the City of Palmdale will call a General Municipal Election to be held in the City of Palmdale on November 3, 2026, for the submission to the voters of a ballot measure proposing an ordinance that establishes the office of the directly elected Mayor pursuant to Section 600 of the Palmdale City Charter.

B. ORDINANCE

THE CITY COUNCIL OF THE CITY OF PALMDALE DOES ORDAIN AS FOLLOWS:

SECTION 1. Incorporation of Recitals. The above recitals are true and correct and are incorporated herein by this reference as material findings in support of this Ordinance.

SECTION 2. Section 2.08.010 of Title 2 of the City of Palmdale Municipal Code is hereby amended to read as follows:

Office of Mayor; Direct Election.

A. The office of Mayor is hereby established as an at-large, elected position pursuant to Section 600 of the Palmdale City Charter.

B. Beginning with the November 2028 General Municipal Election, and every four years thereafter, the Mayor shall be elected at-large by the voters of the City of Palmdale for a four-year term.

C. The Mayor shall serve as a voting member of the City Council and shall act as the presiding officer at City Council meetings.

D. Nothing in this section shall be construed to alter the council-manager form of government established by the Palmdale City Charter.

E. Nothing in this section shall be construed to alter or modify the number, boundaries, or election of City Council districts.

SECTION 3. This ordinance shall take effect only upon approval by a majority of voters voting on the measure at the November 3, 2026, statewide general election and shall become operative upon certification of the election results.

SECTION 4. The City Council finds the approval of this Ordinance is exempt from the California Environmental Quality Act ("CEQA") because adoption of the ordinance is not a project pursuant to Guidelines §15378(b)(2) as it is a governmental organizational action with no potential for a physical environmental impact. Alternatively, the ordinance is exempt under Guidelines §15061(b)(3) because there is no possibility it will result in a significant effect on the environment.

SECTION 5. Severability**.** If any section, subsection, subdivision, paragraph, sentence, clause or phrase in this Ordinance or any part thereof is for any reason held to be unconstitutional or invalid or ineffective by any court of competent jurisdiction, such decision shall not affect the validity or effectiveness of the remaining portions of this Ordinance or any part thereof. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase thereof irrespective of the fact that any one or more subsections, subdivisions, paragraphs, sentences, clauses or phrases be declared unconstitutional, or invalid, or ineffective, provided the basic purposes of this Ordinance and the benefits to the City and the public are not substantially impaired.

SECTION 6. The City Clerk shall certify to the adoption of this ordinance and shall cause this ordinance to be published or posted as required by law.

PASSED, APPROVED and **ADOPTED** this 3rd day of November, 2026.

Approved as to form:

Eric Ohlsen, Mayor

ATTEST:

Alexandra M. Severino
City Attorney

Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of Palmdale, California, do hereby certify that the foregoing Ordinance was duly introduced, passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 3rd day of November, 2026 by the following roll call vote:

AYES: _____

NOES: _____

ABSTAIN: _____ ABSENT: _____

Date: _____ _____
Rochelle Scott, City Clerk