PALMDALE

a place to call home

CITY COUNCIL MEETING
REVISED
SUCCESSOR AGENCY
CITY COUNCIL CHAMBERS
38300 SIERRA HIGHWAY
SUITE B
PALMDALE, CA 93550
WEDNESDAY, MAY 3, 2023
5:00 PM
www.cityofpalmdale.org

WELCOME

Mayor Pro Tem Alarcon will be participating via teleconference from JW Marriott Desert Springs Resort & Spa, Quiet Library, 74855 Country Club Drive, Palm Desert CA 92260 pursuant to Government Code Section 54953

How to observe the meeting:

1. Spectrum local access Channel 27
2. Online live webcast at www.cityofpalmdale.org.

How to Address the City Council

Any person who would like to address the Council regarding an item on the agenda, please fill out a Speaker's Form and submit it to the City Clerk **prior** to the agenda item you would like to discuss. You may address the Council once per meeting, per public comment section of the agenda on only those matters within the Council's jurisdiction. Please note that you are not required to complete this form or state your name and residence in order to speak. Each person addressing the Council is given up to three minutes to speak (with double the time allotted to non-English speakers using a translator). The amount of time authorized may be adjusted by the chair. If you wish to provide information to the Council, please present the City Clerk with 7 copies. Otherwise, your materials will simply be added to the administrative record.

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 72 hours prior to the meeting.

If you require oral Spanish translation, please contact the City Clerk's Office at (661) 267-5151 at least 72 hours prior to the meeting.

Your courtesy is requested to help our meetings run smoothly. Please follow these simple rules so we can make the best possible use of your time and ours:

- Please refrain from public displays or outbursts, such as unsolicited applause, comments, cheering, foul language or obscenities.
- Any disruptive activities that substantially interfere with the ability of the City Council to carry out its meeting will not be permitted and offenders will be asked to leave the meeting.
- Please turn off/mute your cell phones and mobile devices.

5:00 P.M.

1. **CALL MEETING TO ORDER**

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

2. **ROLL CALL**
   MAYOR BETTENCOURT, MAYOR PRO TEM ALARCÓN, COUNCILMEMBERS BISHOP, LOA, OHLSEN

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

4. **PRESENTATIONS**

   4.1 Presentation by Mayor and Council of a Commendation to Tony Tortolano naming him City of Palmdale's Veteran of the Year.

5. **WAIVER OF FULL READING OF RESOLUTION(S) and ORDINANCE(S)**
   Staff Recommendation: Move to waive full reading of the Resolution (s) and/or Ordinance(s) to be considered and voted on at this meeting. (Voice Vote - Requires a majority to waive.)

6. **PUBLIC COMMENTS ON CONSENT CALENDAR ITEMS ONLY**
   This portion of the Agenda allows an individual the opportunity to address the Council on Consent Calendar items ONLY. If you wish to comment on any item(s) listed on the Consent Calendar, please come forward to the podium when called or acknowledged by

the Chair and state the item number(s) and your comments. **PLEASE NOTE: A three-minute time limit** will be imposed on each speaker.

7. **CONSENT CALENDAR**

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 Calendar and will be considered separately following this portion of the Agenda.

7.1 Receive and File the Monthly and Quarterly Investment Activity for March 2023.

1. Staff_Report_-_Investment_Report_Mar_2023.docx
02 March 2023 City & Successor Monthly and Quarterly Investment Rprt.pdf

7.2 Approve Agreement with Eide Bailly, LLP. for Auditing Services in the amount of $960,000, for a five (5) year term through June 30, 2028.

1. Staff Report Eide Bailly, LLC Contract A-8300.docx
EIDE BAILLY (A-8300).pdf

7.3 Approve First Amendment to Legal Services Agreement with Civica Law Group, APC (A-8272) to increase the total amount of the Agreement by $500,000 not to exceed the sum of $600,000.

SR - Civica Law Group A-8272 Amend 1 - 050323.docx
Civica Law Group, APC - (A-8272) Amendment 1.pdf
Civica Law Group, APC (A-8272).pdf

7.4 Adopt Resolution No. CC 2023-024, a Resolution of the City Council of the City of Palmdale directing the preparation of the Engineer's Report for the continuation of the annual levy of assessments and designating the Engineer of Work for the City of Palmdale Drainage Benefit Assessment Districts No. 1, and No. 2006-02.

Palmdale DBAD - Staff Report 5-3-2023 v2.docx
Palmdale DBAD - Res 1 #CC 2023-024 for 5-3-2023 v2.doc

7.5 Adopt Resolution No. CC 2023-025, a Resolution of the City Council of the City of Palmdale directing the preparation of the annual Engineer's Reports for the continuation of the annual levy of assessments and designating the Engineer of Work for fiscal year 2023/2024 for the City of Palmdale Landscape Maintenance Assessment Districts and Annexations, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations.

Palmdale LMD - Staff Report 5-3-2023 v2.docx
Palmdale LMDParkSMD - Res 1 #CC 2023-025 for 5-3-2023 tc.doc

7.6 Approve Purchase Order No. 20230522 with Nixon-Egli Equipment Company for One(1) New JAJ-600WH Easement Machine in an amount not to exceed $114,109.

SR Approve PO 20230522 Nixon-Egli - Easement Machine.docx
1. Purchase Order NO. 20230522 Nixon-Egli Equipment.pdf
2. Sourcewell Contract No. 101221-SCA.pdf
3. Nixon-Egli Quote 100710 Easement Machine.pdf
Picture.docx

7.7 Approve the transfer of SB 1: Funds, The Road Repair and Accountability Act (RMRA) of 2017, from Account No. S0025210, Pavement Resurfacing to Account No. S0062210, County Pavement Projects, in the amount of $1,235,000.

SB1 transfer staff report.docx
10TH ST EAST ET AL.pdf
Avenue P - 15th St East to 30th St East.pdf
CHESEBORO RD - PEARBLOSSOM HWY TO COUNTY BOUNDARY.pdf
LAGO LINDO RD ET AL.pdf
SIERRA HWY - PEARBLOSSOM HW TO AVE S.pdf

7.8 Approve the minutes from the previous meetings.

CC - March 15, 2023
CC/SA/IDA/PAA/PCA/PFA - April 5, 2023
CC - April 19, 2023

CC Minutes 03 15 2023.pdf
CC_SA_HA_IDA_PAA_PCA_PFA Minutes 04 05 2023.pdf
CC Minutes 04 19 2023.pdf

8. PUBLIC HEARING

8.1 Introduction and Adoption of Ordinance No. 1610, an Ordinance of the City Council of the City of Palmdale, amending Ordinance U-1582; as it amended Palmdale Municipal Code Section 16.40.120 to increase the initial term of Tentative Maps by two years, and to increase the term of certain phased Tentative Maps by one additional two-year period.

Staff Report TTM Extension.docx
Ordinance_No._1610.docx

8.2 Public Hearing to hear public comments on the Draft 2023-2024 Action Plan Programming estimated $2,650,709 in Consolidated Plan funds; review, approve, and submit the 2023-2024 Action Plan; and execute documents related to the submission of the Action Plan, and Sub-Recipient agreements.

Staff Report 2023-24 Action Plan.docx
2023- 2024 Draft AAP_Palmdale.pdf

8.3 Public Hearing to review the Substantial Amendment to the 2022-2023 Annual Action Plan, the proposed Section 108 application and the expenditure of

Community Development Block Grant (CDBG) Funds; receive public comment in compliance with the requirements of the U.S. Department of Housing and Urban Development (HUD) and the City's Citizen Participation Plan; approve the Substantial Amendment to the 2022-2023 Action Plan; and adopt Resolution No. CC 2023-02, a resolution of the City Council of the City of Palmdale, authorizing the City manager or their designee to submit the Section 108 Loan Guarantee Application to the United States Department of Housing and Urban Development for a $6,000,000 Loan for SAVES Facility Improvements.

Staff Report Section 108.docx
Resolution No. CC 2023-021.doc
Palmdale Draft Section 108 Application.pdf

9. APPOINTMENT(S)

9.1 City Council Nomination and Appointment of seven (7) Members and seven (7) Alternates to the Measure AV Oversight Committee.

StaffReport MAV Appointments 2023.docx
MAV Apps redacted.pdf

10. **PUBLIC COMMENTS ON NON-AGENDA ITEMS**

This portion of the Agenda allows an individual the opportunity to address the Council on any subject regarding City business not on the Agenda. Under state legislation, no action can be taken on items not specifically referenced on the Agenda and the Chair may refer you to the City Manager or staff to address your request. **PLEASE NOTE: A three-minute time limit** will be imposed on each speaker and your topic must remain relevant to items within the City's authority or purview.

11. **INFORMATIONAL REPORT FROM MAYOR AND / OR COUNCILMEMBERS ON THEIR VARIOUS COMMITTEE MEMBERSHIPS AND MEETINGS ATTENDED AT PUBLIC EXPENSE**

11.1 COMMITTEE MEMBERSHIPS.

- ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT
- ANTELOPE VALLEY TRANSIT AUTHORITY
- CALIFORNIA CONTRACT CITIES ASSOCIATION
- CITY OF PALMDALE AUDIT COMMITTEE
- CITY OF PALMDALE INVESTMENT OVERSIGHT COMMITTEE
- HIGH DESERT CORRIDOR JOINT POWERS AUTHORITY
- LEAGUE OF CALIFORNIA CITIES
- LOS ANGELES COUNTY SANITATION DISTRICT
- NORTH LOS ANGELES COUNTY TRANSPORTATION COALITION
- PALMDALE RECYCLED WATER AUTHORITY

- UNITED STATES/MEXICO SISTER CITIES ASSOCIATION
- CALIFORNIA STATE PRISON – LOS ANGELES COUNTY, CITIZENS ADVISORY COMMITTEE

11.2 MEETINGS ATTENDED AT PUBLIC EXPENSE

Alarcon Informational Report 050323.docx
Bettencourt Informational Report 050323.docx
Bishop Informational Report 050323.docx
Ohlsen Informational Report 050323.docx

12. **CITY COUNCIL ANNOUNCEMENTS AND REQUESTS FOR NEW AGENDA ITEMS**

13. **CITY MANAGER'S REPORT**

14. **PUBLIC COMMENTS ON CLOSED SESSION ITEMS**

This portion of the Agenda allows an individual the opportunity to address the Council on Closed Session items ONLY. **PLEASE NOTE: A three-minute time limit** will be imposed on each speaker.

15. **PRESENTATION BY CITY ATTORNEY**

15.1 CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Shanae Smith, Patricia Nevarez and Michael "Mike" Behen vs. City of Palmdale, et al.
Los Angeles County Superior Court
Case No. 22STCV18219
This closed session is being held pursuant to the authority of California Government Code Section 54956.9(d)(1).

15.2 CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
Maithi Ricci v. City of Palmdale, et al.
Los Angeles County Superior Court
Case No. 22STCV01269
This closed session is being held pursuant to the authority of California Government Code Section 54956.9(d)(1).

15.3 CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
Ricky Thorstensen v. City of Palmdale, et al.
Los Angeles County Superior Court
Case No. 22STCV29463
This closed session is being held pursuant to the authority of California Government Code Section 54956.9(d)(1).

15.4 CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Kenya Torres vs. City of Palmdale, et al.
Los Angeles County Superior Court
Case No. 22STCV37041
This closed session is being held pursuant to the authority of California Government Code Section 54956.9(d)(1).

15.5 CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Edman Discua v. City of Palmdale, et al.
Los Angeles Superior Court
Case No. 21STCV45406
This closed session is being held pursuant to the authority of California Government Code Section 54956.9(d)(1).

15.6 CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Land Developers & Associates Corporation v. Successor Agency to the Community Redevelopment Agency of the City of Palmdale, et al.
Los Angeles County Superior Court
Case No. 22AVCV01093
The closed session is being held pursuant to the authority of California Government Code Section 54956.9(d)(1).

16. **ANNOUNCEMENT BY CITY ATTORNEY**

17. **ADJOURN meeting to May 17, 2023 at 5:00 p.m. in the City Hall Council Chamber located at 38300 Sierra Highway, Suite B, Palmdale, California.**

City Council Staff Report

DATE: **MAY 3, 2023**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **CITY MANAGER'S OFFICE – FINANCE DIVISION**

DISTRICT: **ALL**

SUBJECT: **RECEIVE AND FILE THE MONTHLY AND QUARTERLY INVESTMENT ACTIVITY REPORTS FOR MARCH 2023**

ISSUE

Receive and file the monthly and quarterly investment activity reports for March 2023.

RECOMMENDATION

Staff recommends that the City Council receive and file the monthly and quarterly investment activity reports for City of Palmdale and Successor Agency for March 2023.

BACKGROUND

Pursuant to Section 16 of the City of Palmdale and Successor Agency Investment Policy, the City Treasurer shall prepare and present monthly and quarterly reports on investments to the City Manager/Executive Director and the City Council/Directors. The reports shall detail the type of investment, name of the issuer, purchase date, date of maturity, amount of deposit, and rate of interest. This information shall be provided for all City and Successor Agency pooled investments, as well as for Certificates of Participation, Revenue Bonds, Tax Allocation Bonds, Assessment Districts and Community Facilities District accounts which are managed by outside Fiscal Agents.

The monthly and quarterly reports provide a synopsis of the investment activity for the City of Palmdale and Successor Agency. The reports provide information on assets, allocations, average maturities, yields, and book valuations.

The interest rates presented are the most current rates available as of the date of this report.

The market values presented for pooled City and Successor Agency investments are based on closing prices for the related investment as of the date of this report. This information was obtained from the Wall Street Journal, Bloomberg Financial Markets, Capital Market Finances, or other reliable source of market prices.

DISCUSSION

Compliance with Investment Policy

For March, the invested portfolio amount for the City of Palmdale totaled $299,514,504, a decrease of $999,225 from the previous month, and an increase of $60,459,869 in comparison to last year. The monthly decrease is the result of a maturity of a corporate note that was pulled out from the investment portfolio.

The par value of Successor Agency's portfolio as of March was $10,964,331. The balance decreased by $1,245,024 from the last month due to debt service payments made out of the agency's cash account.

All investments meet criteria appropriate to Section 8 of the Investment Policy. The portfolios are based on a combination of various investments, including CDs, Corporate Notes, U.S. Treasury Securities and Government Agency Paper, each adhering to portfolio percentage limitations.

The Finance Division is the custodian for the City and Successor Agency's investment portfolio and follows the three main principles of both entity's investment policy to 1) Investment in financial instruments that mitigate the risk of monetary losses stemming from market fluctuations; 2) Establish and maintain a portfolio that has sufficient liquidity to allow the City and Successor Agency to meet all anticipated cash requirements; and 3) Seek out investment instruments that provide a competitive market rate of return.

Liquidity

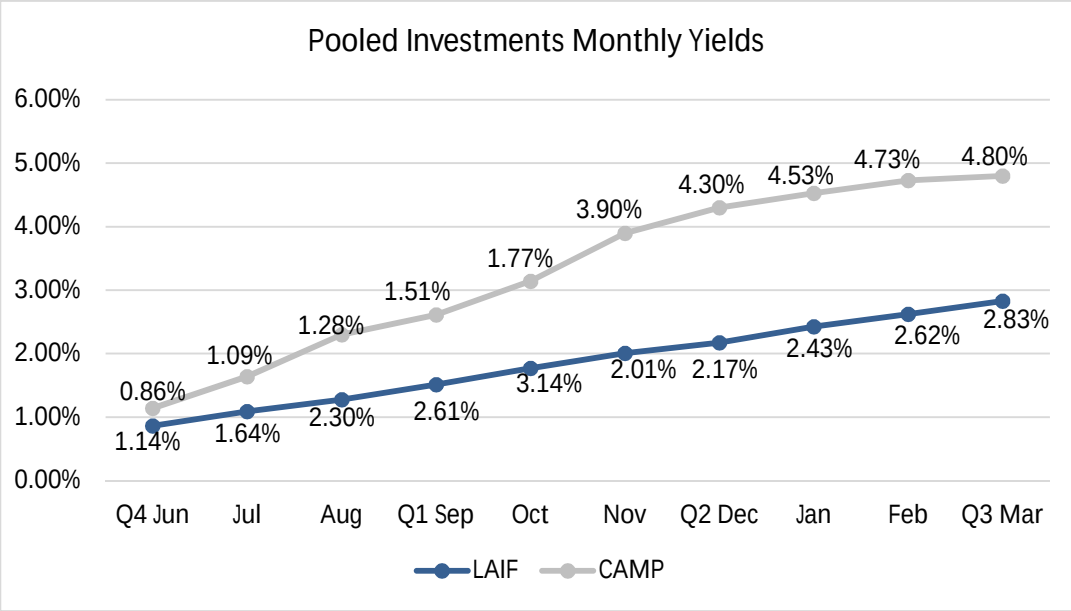
One core approach the Finance Division focuses on, is providing liquidity to measure up to the City and Successor Agency's operational requirements. Thus, the Finance Department is currently investing in two pooled funds, LAIF and CAMP. These are intended for the daily operational activities, used for economic uncertainties and maintenance needs. The pooled funds provide a higher liquidity ratio to ensure the City and Successor Agency meet cash flow requirements.

Total LAIF balance for the City of Palmdale at the end of March is $119,234,729. No changes compared to prior month.

Successor Agency LAIF balance at the end of March was $4,458,763. No changes from the prior month.

CAMP's balance for City of Palmdale at the end of March was $256,027 compared to February balance of $254,985. The slight increase is due to interest earned during the month. The interest rates presented are the most current rates available as of the date of this report. As of March 31, 2023, the interest rates for LAIF and CAMP investments were at 2.831 percent and 4.80 percent, respectively. By comparison, the LAIF and

CAMP interest rates at the end of February were at 2.624 percent and 4.73 percent. Both rates have slightly increased within this month. This time last year, LAIF and CAMP rates were at 0.365 percent and 0.25, respectively.



The chart above shows both the Local Agency Investment Fund and California Asset Management Program's average monthly yields beginning June 2022 through March 2023.

We anticipate that rates will remain fairly consistent, increasing only in small percentages in the upcoming months, considering the history in the past year and the current state of economy. CAMP shows better performance than LAIF in interest rates. The difference between the performance of the two funds is partly due to the varying pool characteristics. CAMP's portfolio composition is much more subject to market volatility, resulting in performance variation.

Diversity

The Finance Division aims to diversify the investment portfolios to avoid incurring unreasonable and avoidable risks regarding specific security types or individual financial institutions.

City of Palmdale and Successor Agency's investment portfolios remain strongly diversified. The monthly and quarterly reports include all investments held by both entities and current book values as of March 31, 2023.

It is anticipated that both the City of Palmdale and Successor Agency will have sufficient moneys to meet its expenditure requirements for the next 6 months as we continue to monitor any financial impact due to the Coronavirus pandemic and the current economic conditions and the impact on interest rates.

Attached are summaries of the investments on the City of Palmdale and Successor Agency's books as of March 31, 2023.

FISCAL IMPACT

There is no fiscal impact associated with the recommended actions 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:	Gohar Avetisyan, Financial Analyst
Certified as to availability of Funds:	Janelle Samson, Director of Finance
Approved by:	Ronda Perez, Interim City Manager
Approved as to form:	William P. Curley, III, Special Counsel

ATTACHMENTS

1. Monthly and Quarterly Reports on City of Palmdale Investments
2. Monthly and Quarterly Report on Successor Agency Investments

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
March 31, 2023
CITY OF PALMDALE INVESTMENTS

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT/ INSTITUTION	FDIC Number	INTEREST RATE	PAR AMOUNT		PURCHASE AMOUNT	INVESTED AMOUNT
U.S. TREASURY SECURITIES					Yield				
05-31-19	04-30-24	CITY	9128286R6 U.S. Treasury Note		2.03	5,000,000.00		5,051,650.00	4,938,670.00
01-19-21	05-31-23	CITY	9128284S6 U.S. Treasury Note		2.75	2,815,000.00		2,985,994.41	2,811,030.85
03-19-21	12-31-25	CITY	9128285T3 U.S. Treasury Note		2.63	3,000,000.00		3,260,634.36	2,961,090.00
05-11-21	02-28-26	CITY	9128286F2 U.S. Treasury Note		0.66	3,000,000.00		3,261,331.50	2,945,970.00
05-11-21	12-31-24	CITY	9128283P3 U.S. Treasury Note		0.40	3,000,000.00		3,200,040.56	2,946,930.00
06-04-21	12-31-23	CITY	912828V23 U.S. Treasury Note		0.20	4,000,000.00		4,210,026.50	3,959,360.00
07-12-21	12-31-23	CITY	9128285U0 U.S. Treasury Note		2.63	5,000,000.00		5,289,959.94	4,977,950.00
07-12-21	12-31-25	CITY	9128285T3 U.S. Treasury Note		2.63	5,000,000.00		5,451,958.35	4,935,150.00
07-12-21	12-31-23	CITY	912828V23 U.S. Treasury Note	1/3/2023	2.25	5,000,000.00	##	5,244,161.50	4,949,200.00
12-17-21	12-15-23	CITY	91282CBA8 U.S. Treasury Note		0.56	10,000,000.00		9,913,130.25	9,602,000.00
12-17-21	12-15-24	CITY	91282CDN8 U.S. Treasury Note (UBS)		0.85	10,000,000.00		10,045,505.25	9,531,600.00
12-22-21	12-15-23	CITY	91282CBA8 U.S. Treasury Note		0.56	5,000,000.00		4,957,270.88	4,801,000.00
12-22-21	12-15-24	CITY	91282CDN8 U.S. Treasury Note		0.88	5,000,000.00		5,018,208.38	4,765,800.00
12-20-21	12-15-24	CITY	91282CDN8 U.S. Treasury Note (Stifel)		1.00	5,000,000.00		5,017,187.50	4,765,820.00
03-08-23	03-31-26	CITY	9128286L9 U.S. Treasury Note (UBS)		2.25	3,200,000.00		3,029,330.80	3,029,330.80
			TOTAL U.S. TREASURY SECURITIES			$ 74,015,000.00		$ 75,936,390.18	$ 71,920,901.65
GOVERNMENT AGENCY PAPER									
06-05-19	06-05-23	CITY	3133EKPT7 Fed Farm Credit Bk		2.13	5,000,000.00		5,008,600.00	4,971,627.90
06-10-20	06-16-25	CITY	3133ELK37 Federal Farm Credit		0.78	5,000,000.00		5,000,000.00	4,672,635.10
08-07-20	05-06-24	CITY	3133EL2X1 Federal Farm Credit		0.42	2,000,000.00		2,000,000.00	1,905,188.04
08-27-20	11-27-24	CITY	3134GWNG7 Freddie Mac Domestic		0.50	2,000,000.00		2,000,000.00	1,885,345.78
04-01-21	04-01-25	CITY	3133EMUP5 Fed Farm Credit		0.71	5,000,000.00		5,000,000.00	4,682,977.35
05-11-21	09-04-25	CITY	3133EJYM5 FFCB Bond		0.59	1,000,000.00		1,103,275.25	999,450.00
05-11-21	09-04-25	CITY	3133EJYM5 FFCB Bond 0.57		0.57	2,000,000.00		2,208,460.00	1,998,900.00
06-04-21	11-07-25	CITY	3135G06G3 Fannie Mae		0.55	3,000,000.00		2,993,675.25	2,757,300.00
06-04-21	08-01-24	CITY	3130AMHH8 FHLB NOTE		0.41	4,000,000.00		4,000,000.00	3,809,357.72
06-07-21	06-07-24	CITY	3130AMQR6 FHLB NOTE		0.35	3,000,000.00		3,000,000.00	2,864,376.87
06-30-21	12-30-25	CITY	3130AMRQ7 FHLB NOTE		0.88	3,000,000.00		3,000,000.00	2,792,028.33
07-29-21	04-29-26	CITY	3130AN5C0 FHLB NOTE		1.05	4,000,000.00		4,010,455.13	3,730,680.00
12-17-21	11-12-25	CITY	3134GXBM5 FHLMC Note		1.15	1,150,000.00		1,125,785.50	1,055,366.50
12-17-21	12-30-24	CITY	3130AQDY6 FHLB		1.00	6,750,000.00		6,750,000.00	6,454,656.18
12-17-21	06-23-25	CITY	3133ENHW3 FFCB		1.17	10,000,000.00		10,000,000.00	9,422,494.90
12-20-21	07-30-25	CITY	3136G4ZP1 FANNIE MAE		0.65	3,500,000.00		3,444,175.00	3,255,845.57
12-20-21	09-24-25	CITY	3134GWUG9 FREDDIE MAC		0.57	10,000,000.00		9,806,600.00	9,209,435.10
12-21-21	12-22-26	CITY	3133ENJC5 FFCB		1.29	5,000,000.00		5,000,000.00	4,611,433.30
01-14-22	01-14-25	CITY	3130AQEA7 FHLB		1.05	7,000,000.00		7,000,000.00	6,656,914.81
06-29-22	08-12-25	CITY	3133EL3P7 Federal Farm Credit Bank		3.34	1,810,000.00		1,660,349.20	1,675,477.99
06-29-22	03-28-25	CITY	3130A5DH9 Federal Home Loan Bank		3.34	1,950,000.00		1,937,715.00	1,944,638.69
06-24-22	02-26-27	CITY	3130AL5A8 Federal Home Loan Bank		3.33	5,000,000.00		4,479,000.00	4,493,981.15
08-17-22	10-27-26	CITY	3134GW4C7 Freddie Mac Global Unsecured		0.80	5,000,000.00		4,539,500.00	4,539,500.00
01-06-23	02-25-27	CITY	3130AQRH8 Federal Home Loan Bank		4.38	5,000,000.00		4,590,638.89	4,590,638.89
01-06-23	04-19-27	CITY	3130ARHJ3 Federal Home Loan Bank		4.38	5,000,000.00		4,801,354.86	4,801,354.86
			TOTAL GOVERNMENT AGENCY PAPER			$ 106,160,000.00		$ 104,459,584.08	$ 99,781,605.03
CERTIFICATES OF DEPOSIT									
05-10-18	05-10-23	CITY	61747MX30 Morgan Stanley Bank Na	32992	3.15	245,000.00		245,000.00	546,098.34
05-11-18	05-11-23	CITY	87164WWF1 Synchrony Bank	27314	3.15	245,000.00		245,000.00	246,091.97
05-11-18	05-11-23	CITY	17312QL23 Citibank Na	7213	3.15	245,000.00		245,000.00	246,091.97
05-15-18	05-15-23	CITY	20033AYE0 Comenity Capital Bank	57570	3.10	245,000.00		245,000.00	245,960.65
			TOTAL CERTIFICATES OF DEPOSIT			$ 980,000.00		$ 980,000.00	$ 1,284,242.93

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
March 31, 2023

CORPORATE NOTES							
06-10-20	04-15-23	CITY	30231GBL5 Exxon Mobil Corp	1.75	5,000,000.00	5,000,000.00	4,950,765.95
06-10-20	05-11-23	CITY	166764BV1 Chevron Corp	1.14	2,075,000.00	2,075,000.00	2,039,686.86
			TOTAL CORPORATE BONDS		$ 7,075,000.00	$ 7,075,000.00	$ 6,990,452.81
STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT FUND							
09-01-84	n/a	CITY ACCOUNT	98-19-620	0.78	47,529,033.02	47,529,033.02	47,529,033.02
06/23/08	n/a	PCA ACCOUNT	40-19-060	0.78	40,617,787.13	40,617,787.13	40,617,787.13
	n/a	ARPA ACCOUNT	19-19-004	0.78	31,087,908.78	31,087,908.78	31,087,908.78
			TOTAL LAIF ACCOUNTS		$ 119,234,728.93	$ 119,234,728.93	$ 119,234,728.93
CAMP- CALIFORNIA ASSET MANAGEMENT PROGRAM							
6080-01	n/a	CITY ACCOUNT	6080-01	0.30	256,024.07	256,024.07	256,024.07
			TOTAL CAMP ACCOUNTS		$ 256,024.07	$ 256,024.07	$ 256,024.07
UBS FINANCIAL SERVICES							
n/a	n/a	CITY ACCOUNT		0.00	46,548.23	46,548.23	46,548.23
			TOTAL UBS FINANCIAL SERVICES ACCOUNTS		$ 46,548.23	$ 46,548.23	$ 46,548.23
			TOTAL CITY INVESTMENTS		$ 307,767,301.23	$ 307,988,275.49	$ 299,514,503.65

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
March 31, 2023

LIBRARY INVESTMENTS

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT NUMBER	INTEREST RATE		INVESTED AMOUNT
STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT FUND						
11-20-84	n/a	LIBRARY	16-19-012	0.78		12,595.08
		TOTAL LIBRARY INVESTMENTS				$ 12,595.08

FISCAL AGENT CASH

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT NUMBER	INTEREST RATE		INVESTED AMOUNT
BOND PROCEEDS						
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		108.75
05-10-95	n/a	IMPROVEMENT	95421222	0.10		158,043.56
City Held Cash	(Fund 736-114000)	($255,912.67)				
		TOTAL SIERRA GATEWAY COMMUNITY FACILITIES DISTRICT 91-1				$ 158,152.31
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		0.00
04-06-95	n/a	IMPV-ACQUI	95420884	0.01		2,637,181.87
04-06-95	n/a	BOND	95420887	0.15		0.15
City Held Cash	(Fund 738-114000)	($1,000,675.82)				
		TOTAL RITTER RANCH COMMUNITY FACILITIES DISTRICT 93-1				$ 2,637,182.02
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		20.28
08-01-19	n/a	RESERVE	242969003	0.00		722,950.68
08-01-19	n/a	SP TAX - REFUNDING BC	242969004	0.01		15,149.99
08-01-19	n/a	SP TAX - REFUNDING BC	242969005	0.01	Account Closed on 12/20/22	0.00
City Held Cash	(Fund 734-114000)	$892,871.96				
		TOTAL ANAVERDE COMMUNITY FACILITIES DISTRICT 2003-1				$ 738,120.95

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
March 31, 2023

BOND PROCEEDS
2005 $7.2M COMMUNITY FACILITIES DISTRICT 05-1 (TRADE AND COMMERCE CENTER)
Fiscal Agent: U.S. Bank National Association (fka First Trust)

08-02-05	n/a	SPEC TRB SER A/B	790330000	0.01	0.00
08-02-05	n/a	RESERVE FUND	790330002	0.01	0.00

City Held Cash (Fund 735-114000) $824,004.56

TOTAL 2005 $7.2M COMMUNITY FACILITIES DISTRICT 05-1 (TRADE AND COMMERCE CENTER) $ -

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	81,928.64
	n/a	RESERVE FUND	251009001	0.01	641,043.92

City Held Cash

TOTAL 2005 $7.2M COMMUNITY FACILITIES DISTRICT 05-1 (TRADE AND COMMERCE CENTER) REFUNDED 2021 $ 722,972.56

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	59,760.09
11-08-06	n/a	ADM EXP	106844002	0.01	1,626.30
11-08-06	n/a	RESERVE FUND	106844003	0.01	96,324.83

City Held Cash (Fund 739-114000) $70,972.70

TOTAL 2006-1 Godde Hill Estate Sewer Improvements LOIB $ 157,711.22

BOND PROCEEDS
2007 $19.9M COP Power Plant Land Acquisition
Fiscal Agent: U.S. Bank National Association (fka First Trust)

04-12-07	n/a	LEASE PAYMENT	112055000	0.01	0.00
04-12-07	n/a	RESERVE FUND	112055001	0.00	0.00

TOTAL 2007 $19.9M COP Power Plant Land Acquisition $ -

BOND PROCEEDS
2007 $6.5M COMMUNITY FACILITIES DISTRICT 05-1 (TRADE AND COMMERCE CENTER)
Fiscal Agent: U.S. Bank National Association (fka First Trust)

08-23-07	n/a	BOND FUND	117856000	0.01	0.00
08-23-07	n/a	RESERVE FUND	117856002	0.01	0.00

TOTAL 2007 $6.5M COMMUNITY FACILITIES DISTRICT 05-1 (TRADE AND COMMERCE CENTER) $ -

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
March 31, 2023
FISCAL AGENT CASH

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT NUMBER	INTEREST RATE	INVESTED AMOUNT
BOND PROCEEDS					
2012 PFA $8.7M LEASE REVENUE BONDS					
Fiscal Agent: U.S. Bank National Association (fka First Trust)					
12-19-12	n/a	REVENUE FD	201546000	0.00	122.49
12-19-12	n/a	INTEREST ACCOUNT	201546001	n/a	0.00
12-19-12	n/a	PRINCIPAL ACCOUNT	201546002	n/a	0.00
		TOTAL 2012 PFA $8.7M LEASE REVENUE BONDS			$ 122.49
2013 HA PALMDALE TRANSIT VILLAGE HOMES LLC ESCROW					
Fiscal Agent: U.S. Bank National Association (fka First Trust)					
10-11-13	n/a	ESCROW FUND	206455000	0.00	2,979,524.08
		TOTAL 2013 HA TRANSIT VILLAGE HOMES ESCROW			$ 2,979,524.08
2015 HA DEBT SERVICE RESERVE					
Fiscal Agent: Bank of America					
11-19-15	n/a	DEBT SVC RESERVE	1257964992	0.08	39,443.54
		TOTAL 2015 HA DEBT SERVICE RESERVE			$ 39,443.54
PARS RESTRICTED CASH FOR PENSION STABILIZATION TRUST FUND					
05-23-18	n/a	CITY	104790895775 Public Agency Retirement Services	2.60	6,355,667.03
		TOTAL PARS PENSION TRUST FUND			$ 6,355,667.03
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	147,311.74
09-03-15	n/a	INTEREST ACCT	277067001	0.01	14.01
09-03-15	n/a	BOND RESERVE	277067003	0.00	281,019.61
09-03-15	n/a	REPAIR & REPLACE FUN	277067004	0.00	1,194,820.06
		TOTAL 2015 HA $4.3M MULTIFAMILY HOUSING REVENUE BONDS			$ 1,623,165.42
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	2.39
04-05-17	n/a	PRINCIPAL ACCT	271128002	n/a	0.00
		TOTAL 2017 PFA $17.4M LEASE REVENUE BONDS			$ 2.39
	Total City Held Cash (XXX-114000)		$531,260.73		
		GRAND TOTAL - FISCAL AGENT CASH			$ 14,689,091.45

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
March 31, 2023
SUMMARY OF CASH AND INVESTMENTS

Cash on Hand			$ 5,070,157
Pooled Cash Investments			
City:	$ 293,667,303		
Insur Fund:	$5,847,200		$ 299,514,503
Library Investments			$12,595
Subtotal			$ 304,597,255
City/AD/CFD/PCA/PFA/HA Fiscal Agent Cash			$ 14,689,091 *
Grand total			$ 319,286,346

The interest rate quoted on LAIF, AIM, and Fiscal Agent/Trustee accounts is the most current rate available.
LAIF & AIM interest rates are as of March 31, 2023.

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
March 31, 2023
CITY OF PALMDALE

POOLED CASH - LOCAL AGENCY INVESTMENT FUND (LAIF), CALIFORNIA ASSET MANAGEMENT PROGRAM (CAMP), & UBS FINANCIAL SERVICES
March 31, 2023

TRANSACTION DATE	DEPOSIT	WITHDRAWAL	INTEREST RECEIVED	BALANCE
CITY ACCOUNT 98-19-620				
Beginning Balance				$ 47,529,033.02
Subtotal	$ -	$ -	$ -	$ 47,529,033.02
PCA ACCOUNT 40-19-060				
Beginning Balance				$ 40,617,787.13
Subtotal	$ -	$ -	$ -	$ 40,617,787.13
LIBRARY ACCOUNT 16-19-012				
Beginning Balance				$ 12,595.08
Subtotal	$ -	$ -	$ -	$ 12,595.08
ARPA ACCOUNT 19-19-004				
Beginning Balance				$ 31,087,908.78
Subtotal	$ -	$ -	$ -	$ 31,087,908.78
CAMP - CALIFORNIA ASSET MANAGEMENT PROGRAM				
Beginning Balance				$ 254,985.10
03/31/23		$ -	$ 1,038.97	
Subtotal	$ -	$ -	$ 1,038.97	$ 256,024.07
UBS Financial Services				
Beginning Balance				$ 3,076,210.16
03/31/23			$ 82,468.87	
03/31/23		$ (82,800.00)		
03/08/23		$ (3,029,330.80)		
Subtotal	$ -	$ (3,112,130.80)	$ 82,468.87	$ 46,548.23
Total	$ -	$ (3,112,130.80)	$ 83,507.84	$ 119,549,896.31

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
March 31, 2023
CITY OF PALMDALE

POOLED CASH - INVESTMENTS MATURED OR CALLED

March 31, 2023

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

ISSUER	PURCHASE DATE	MATURITY DATE	REDEMPTION DATE	FACE VALUE REDEEMED	INTEREST RECEIVED	NET FUNDS	INVESTED AMOUNT	GAIN/ (LOSS)
30231GAR3 Exxon Mobil	03-10-20	03-01-23	03-01-23	1,000,000.00	$ 13,630.00	$ 1,013,630.00	999,932.43	$67.57
						$ -		$0.00
						$ -		$0.00
				$ 1,000,000.00	$ 13,630.00	$ 1,013,630.00	$ 999,932.43	$67.57

Total Number of Transactions: 1

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
March 31, 2023
CITY OF PALMDALE

POOLED CASH - INVESTMENTS PURCHASED
March 31, 2023

TN = US Treasury
FP = Federal Paper
CD = Certificate of Deposit
CN = Corporate Notes

ISSUER	PURCHASE DATE		MATURITY DATE	FACE VALUE	PREMIUM / (DISCOUNT)	PURCHASE PRICE	ACCRUED INTEREST PURCHASED	NET PURCHASE	Yield
US Treasury Note 9128286L9	03-08-23	TN	03-31-26	$ 3,200,000.00	$ (170,669.20)	3,029,330.80	$ 31,450.55	$ 3,060,781.35	2.25
					$ -			$ -	
					$ -			$ -	
					$ -			$ -	
					$ -				
				$ 3,200,000.00	$ (170,669.20)	$ 3,029,330.80	$ 31,450.55	$ 3,060,781.35	

Total Number of Transactions: 1

SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
March 31, 2023

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT/ INSTITUTION	INTEREST RATE	INVESTED AMOUNT	TOTAL
STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT FUND						
09-01-84	n/a	SA ACCOUNT	65-19-035	0.78	4,458,763.64	
TOTAL LAIF ACCOUNTS						$ 4,458,763.64
		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	534,371.14	
08-20-02	n/a	INTEREST ACCT	94460701	0.04	4,430.03	
08-20-02	n/a	PRINCIPAL ACCT	94460702	0.04	249.30	
TOTAL CRA - 2002 Sub Lien Tax Allocation Bonds $5.3M ($5,329,748.25)						$ 539,050.47
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	2.05	
04-26-16	n/a	INTEREST ACCT	245113001	N/A	0.00	
TOTAL 2016 SA $31.5M Tax Allocation Refunding Bonds Series A						$ 2.05
GRAND TOTAL - FISCAL AGENT CASH						$539,053

SUMMARY OF CASH AND INVESTMENTS

Cash on Hand	$	5,966,514
Pooled Cash Investments	$	4,458,764
Successor Agency Fiscal Agent Cash	$	539,053
Grand total	$	10,964,331

* The interest rate quoted on LAIF and Fiscal Agent/Trustee accounts is the most current rate available.
LAIF interest rates are as of March 31, 2023.

SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS

POOLED CASH - LOCAL AGENCY INVESTMENT FUND (LAIF)
March 31, 2023

TRANSACTION DATE	DEPOSIT	WITHDRAWAL	INTEREST RECEIVED	BALANCE
SA ACCOUNT 65-19-035				
Beginning Balance				$ 4,458,763.64
Subtotal	$ -	$ -	$ -	$ 4,458,763.64

PORTFOLIO REVIEW AND ANALYSIS

City of Palmdale

Palmdale, CA

As of Date: 03/31/2023 | Pricing as of: 03/31/2023 | Date of Analysis: 04/11/2023

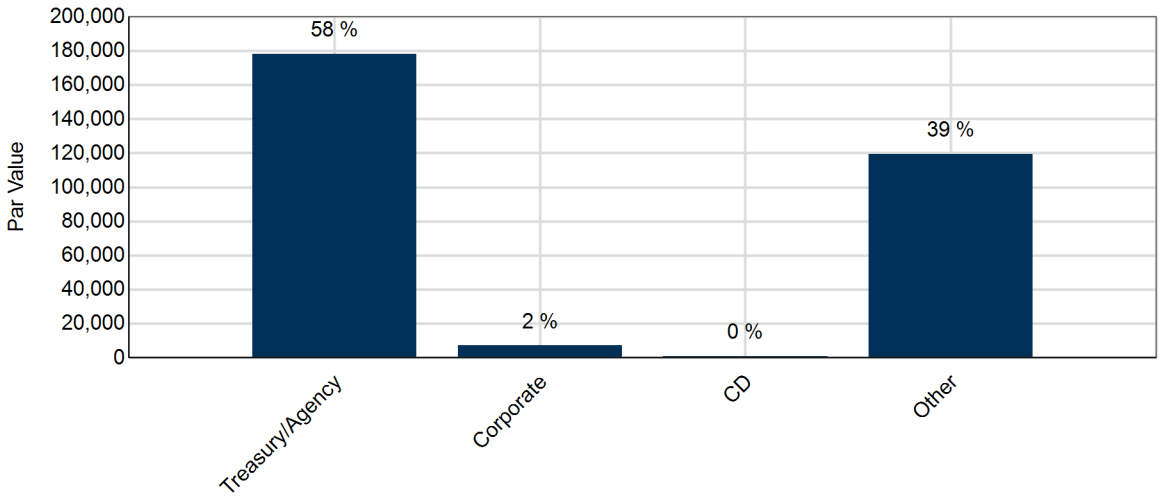
Account Executive: Bill Blackwill



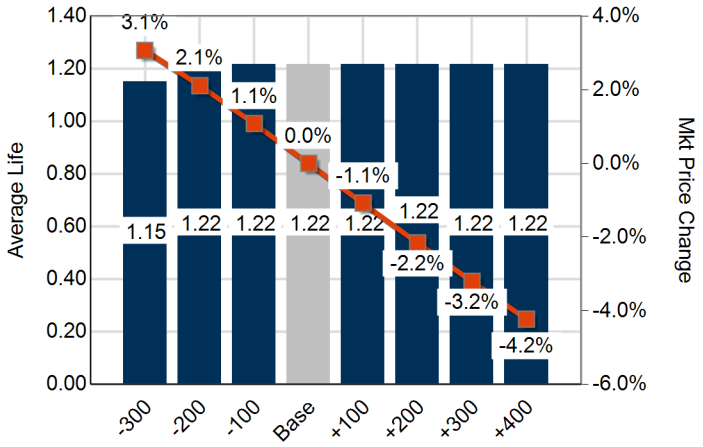
Portfolio Overview

Book Value	305,771
# Securities	49
Average Size (Book)	6,240
Book Yield	1.11
Market Yield	2.92
$ Gain/Loss	-9,844
% Gain/Loss	-3.2%
Average Life	1.22
Average Life +300bps	1.22
% Price Change +100bps	-1.09
% Price Change +300bps	-3.21
Effective Duration	1.08
Effective Convexity	0.00
AFS / HTM%	100% / 0%
Fixed / Floating	100% / 0%
ESG/Green Par (000's)	$0 / $0

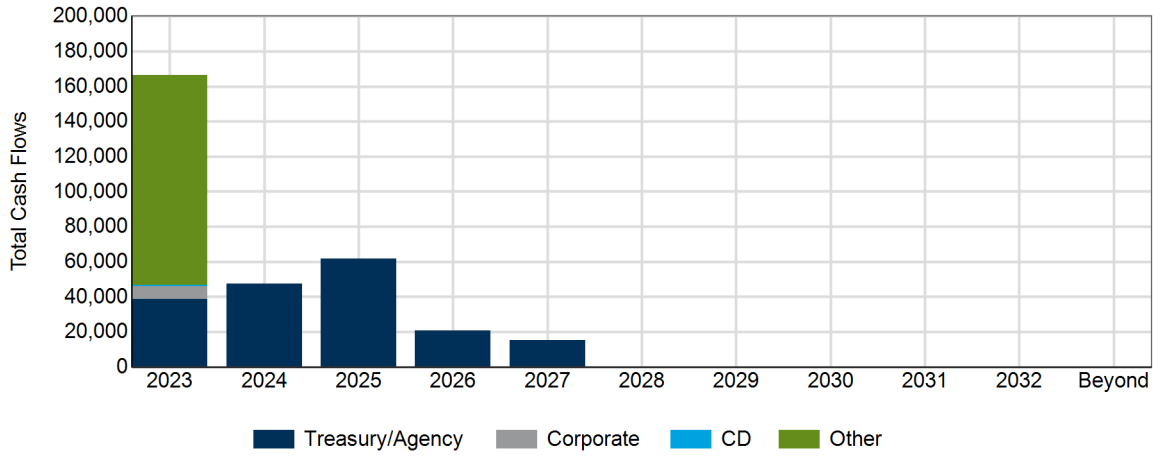
Sector Allocation



Average Life vs Price Sensitivity



Annual Projected Cash Flows By Sector



Historical Portfolio Overview

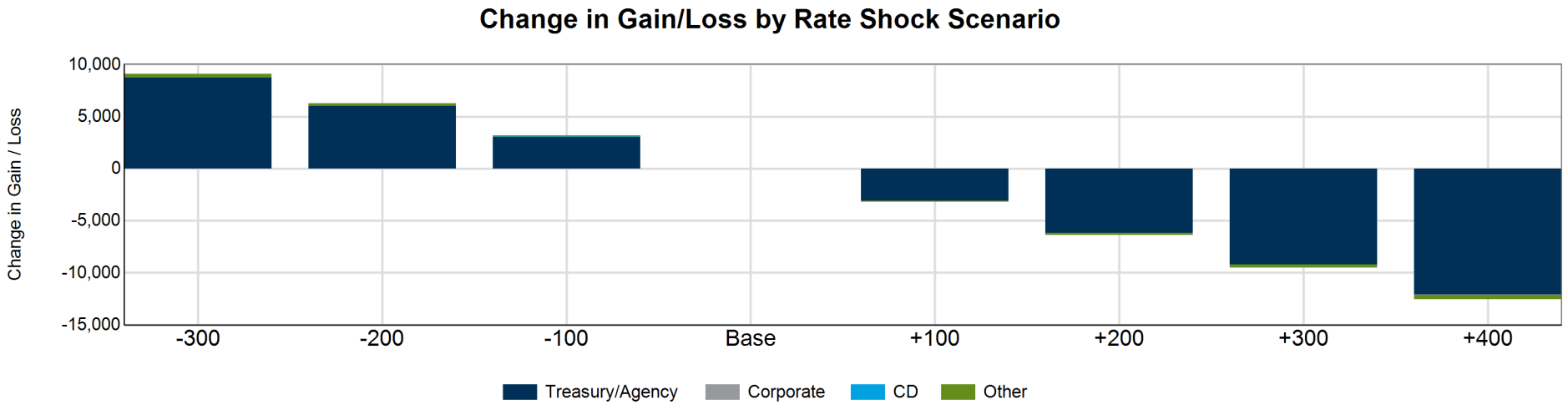
	03/31/2023	12/31/2022	09/30/2022	06/30/2022
Book Value	305,771	277,592	292,384	275,907
Book Yield	1.11	1.07	1.09	1.11
Book Yield (+100)	1.11	1.07	1.09	1.11
Book Yield (+300)	1.11	1.07	1.09	1.11
Book Yield (-100)	1.11	1.07	1.09	1.11
WAL	1.22	1.29	1.40	1.57
WAL (+100)	1.22	1.29	1.40	1.57
WAL (+300)	1.22	1.29	1.40	1.57
WAL (-100)	1.22	1.29	1.40	1.55
% Price Change (+100)	-1.1%	-1.2%	-1.3%	-1.4%
% Price Change (+300)	-3.2%	-3.4%	-3.7%	-4.2%
% Price Change (-100)	1.1%	1.2%	1.3%	1.4%
Effective Duration	1.08	1.16	1.28	1.45
Effective Convexity	0.00	0.01	0.02	0.00
$ Gain/Loss	-9,844	-11,062	-11,635	-7,369
% Gain/Loss	-3.2%	-4.0%	-4.0%	-2.7%
Principal Cash Flow 2 yrs out	73%	73%	61%	59%
Principal Cash Flow 2 yrs out (+100)	73%	73%	61%	59%
Principal Cash Flow 2 yrs out (+300)	73%	73%	61%	59%
Principal Cash Flow 2 yrs out (-100)	73%	73%	61%	59%

Portfolio Sector Summary

Sector	Portfolio %	Par Value	Cpn	Maturity	Book Value	Book Yield	Market Value	Market Yield	% Price Change -100	% Price Change +100	% Price Change +300	Gain/(Loss) $	Gain/(Loss) %	Effective WAL	Effective Dur	Effective Cvx	AFS %
Treasury (15)	24.2%	74,015	1.58	1.4 yrs	74,015	1.58	71,510	4.40	1.4	-1.4	-4.0	-2,505	-3.4%	1.44	1.37	0.03	100 %
Agency Bullet (4)	3.6%	11,000	1.93	1.5 yrs	11,000	1.92	10,646	4.43	1.4	-1.4	-3.9	-354	-3.2%	1.45	1.37	0.04	100 %
Callable Agency (20)	30.5%	93,210	1.02	2.6 yrs	93,210	1.02	86,242	4.33	2.3	-2.3	-6.9	-6,968	-7.5%	2.56	2.29	-0.03	100 %
Treasury/Agency (39)	58.3%	178,225	1.31	2.0 yrs	178,225	1.31	168,398	4.37	1.8	-1.8	-5.5	-9,827	-5.5%	2.03	1.84	0.00	100 %
Industrial (2)	2.3%	7,075	1.44	0.1 yrs	7,075	1.44	7,060	4.57	0.1	-0.1	-0.2	-15	-0.2%	0.06	0.06	0.00	100 %
Corporate (2)	2.3%	7,075	1.44	0.1 yrs	7,075	1.44	7,060	4.57	0.1	-0.1	-0.2	-15	-0.2%	0.06	0.06	0.00	100 %
NCD (4)	0.3%	980	3.14	0.1 yrs	980	3.09	979	4.10	0.1	-0.1	-0.3	-1	-0.1%	0.12	0.12	0.00	100 %
CD (4)	0.3%	980	3.14	0.1 yrs	980	3.09	979	4.10	0.1	-0.1	-0.3	-1	-0.1%	0.12	0.12	0.00	100 %
Cash & Other (4)	39.1%	119,491	0.78	0.1 yrs	119,491	0.78	119,491	0.78	0.1	-0.1	-0.2	0	0.0%	0.08	0.08	0.00	100 %
Other (4)	39.1%	119,491	0.78	0.1 yrs	119,491	0.78	119,491	0.78	0.1	-0.1	-0.2	0	0.0%	0.08	0.08	0.00	100 %
Total (49)	100.0%	305,771	1.11	1.2 yrs	305,771	1.11	295,927	2.92	1.1	-1.1	-3.2	-9,844	-3.2%	1.22	1.08	0.00	100 %

Shocked Analysis

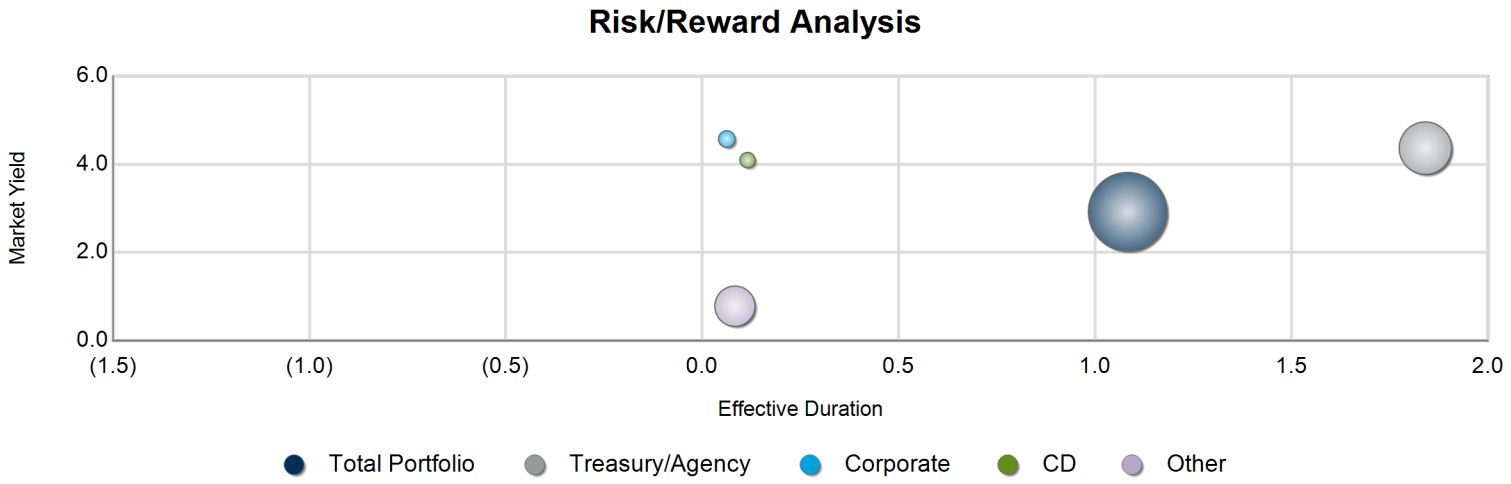
	-300	-200	-100	Base	+100	+200	+300
Par Value	305,771	305,771	305,771	305,771	305,771	305,771	305,771
Book Value	305,771	305,771	305,771	305,771	305,771	305,771	305,771
Market Value	305,019	302,188	299,118	295,927	292,714	289,539	286,433
Gain/(Loss)	-752	-3,583	-6,652	-9,844	-13,057	-16,231	-19,338
Gain/(Loss) %	-0.3%	-1.2%	-2.2%	-3.2%	-4.3%	-5.3%	-6.3%
Gain/(Loss) % - Chg from Base	3.1%	2.1%	1.1%	0.0%	-1.1%	-2.2%	-3.2%
Book Price	100.00	100.00	100.00	100.00	100.00	100.00	100.00
Book Yield	1.11	1.11	1.11	1.11	1.11	1.11	1.11
Market Price	99.75	98.83	97.82	96.78	95.73	94.69	93.68
Market Yield	0.11	1.02	1.96	2.92	3.90	4.88	5.87
WAL	1.15	1.22	1.22	1.22	1.22	1.22	1.22



Price Risk & Market Value Change by Sector

	AFS						HTM					
	% Change in Market Value from Level					Eff	% Change in Market Value from Level					Eff
Sector	-100	Mkt Value	+100	+200	+300	Dur	-100	Mkt Value	+100	+200	+300	Dur
Treasury/Agency	1.8%	168,398	-1.9%	-3.7%	-5.5%	1.8%						
Corporate	0.1%	7,060	-0.1%	-0.1%	-0.2%	0.1%						
CD	0.1%	979	-0.1%	-0.2%	-0.4%	0.1%						
Other	0.1%	119,491	-0.1%	-0.2%	-0.3%	0.1%						
Total	1.1%	295,927	-1.1%	-2.2%	-3.2%	1.1%						
Scenario Market Val	299,118	295,927	292,714	289,539	286,433							
Scenario Gain/Loss	-6,652	-9,844	-13,057	-16,231	-19,338							

Total Portfolio (AFS + HTM):	
% Change in Market Val from Level	
-200 bps	2.1%
-100 bps	1.1%
Level Market Val	295,927
+100 bps	-1.1%
+200 bps	-2.2%
+300 bps	-3.2%
+400 bps	-4.2%
Effective Duration	*1.08*
Effective Convexity	0.00



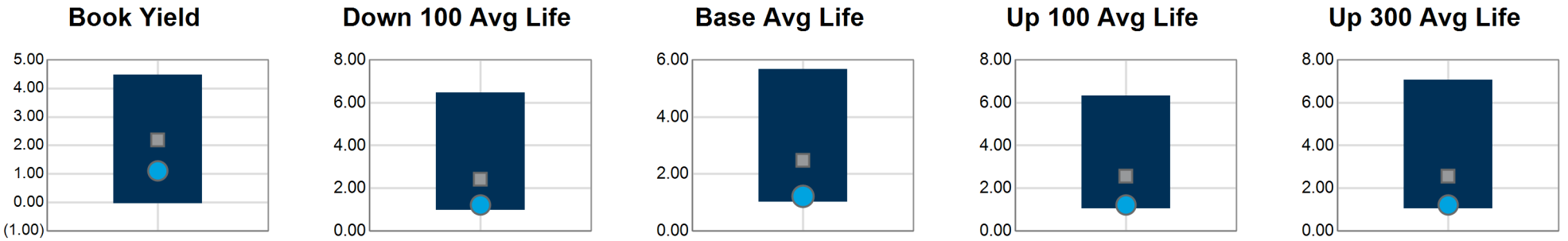
Peer Group Comparison

Peer	As of Date	Book Value	G/L %	Book Yield	Average Life			% Price Change			Effective		UST	Fix		Fix	Flt	Agy	Sm	Prv			CD &	%	%
					Base	-100	+300	-100	+100	+300	Dur	Cvx	Agy	MBS	ARM	CMO	CMO	CMBS	Bus.	Label	Muni	Corp	Oth	Fixed	AFS
1	03/23	301,944	-3.5	1.34	1.6	1.6	1.6	1.5	-1.5	-4.3	1.5	0.0	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	100%
2	01/23	265,032	-4.2	0.44	1.1	1.1	1.1	1.1	-1.0	-3.1	1.1	0.0	83%	0%	0%	0%	0%	0%	0%	0%	17%	0%	0%	100%	100%
3	01/23	351,754	-4.7	1.21	1.7	1.6	1.7	1.5	-1.5	-4.5	1.5	0.0	77%	0%	0%	0%	0%	0%	0%	0%	18%	0%	6%	100%	100%
4	01/23	249,874	-4.7	2.04	2.5	2.5	2.5	2.4	-2.3	-6.6	2.3	0.1	67%	0%	0%	0%	0%	0%	0%	0%	12%	11%	10%	100%	100%
5	12/22	376,463	-2.9	1.31	1.0	1.0	1.1	0.9	-1.0	-2.9	0.9	0.0	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	100%
6	01/23	229,612	-1.0	3.77	2.1	1.8	2.3	1.7	-1.7	-5.3	1.7	0.0	76%	0%	0%	0%	0%	0%	0%	0%	0%	4%	20%	100%	100%
7	12/22	217,820	-6.9	1.56	2.4	2.4	2.4	2.2	-2.1	-6.3	2.2	0.0	63%	0%	0%	0%	0%	0%	0%	0%	13%	21%	4%	100%	100%
8	01/23	402,382	-5.1	1.87	2.2	2.2	2.2	1.6	-1.6	-4.8	1.6	0.0	37%	2%	2%	0%	0%	0%	8%	0%	16%	36%	0%	84%	100%
9	01/23	189,125	-5.9	-0.04	1.6	1.5	1.6	1.4	-1.4	-4.3	1.4	0.0	50%	0%	0%	0%	0%	0%	0%	0%	47%	3%	0%	100%	100%
10	03/23	187,875	-6.5	2.38	4.7	4.7	4.8	4.2	-4.0	-11.6	4.1	0.1	56%	2%	0%	0%	0%	2%	0%	0%	28%	13%	0%	100%	100%
11	02/23	187,030	-7.6	1.68	2.6	2.6	2.6	2.3	-2.3	-6.9	2.3	0.0	85%	0%	0%	0%	0%	0%	0%	0%	1%	14%	0%	100%	100%
12	03/23	186,118	-1.6	3.65	2.2	2.1	2.4	1.8	-1.8	-5.3	1.8	0.0	17%	1%	5%	9%	1%	9%	0%	0%	23%	36%	0%	77%	100%
13	03/23	176,960	-5.4	1.82	2.3	2.2	2.5	1.9	-2.0	-6.1	1.9	-0.1	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	100%
14	02/23	166,340	-4.9	2.70	2.8	2.8	2.8	2.6	-2.6	-7.5	2.6	0.0	66%	0%	0%	0%	0%	0%	0%	0%	21%	0%	13%	100%	100%
15	02/23	451,528	-0.6	4.48	5.3	6.5	3.8	0.8	-0.4	-1.3	0.2	0.0	11%	0%	0%	0%	0%	0%	89%	0%	0%	0%	0%	11%	100%
16	03/23	142,777	-3.3	2.87	1.4	1.4	1.5	1.2	-1.2	-3.6	1.2	0.0	38%	0%	0%	0%	0%	0%	0%	0%	31%	10%	21%	100%	16%
17	12/22	134,469	-4.9	2.26	2.3	2.2	2.3	2.1	-2.0	-5.9	2.0	0.0	55%	0%	0%	0%	0%	0%	0%	0%	14%	10%	22%	100%	100%
18	02/23	128,268	-5.8	1.41	2.1	2.1	2.1	2.0	-1.9	-5.6	1.9	0.1	74%	0%	0%	0%	0%	0%	0%	0%	0%	0%	26%	100%	100%
19	02/23	110,808	0.1	1.75	1.8	1.4	2.7	1.4	-1.7	-5.6	1.5	-0.5	71%	0%	0%	0%	0%	1%	0%	0%	0%	0%	28%	100%	100%
20	03/23	89,963	-4.6	2.79	2.7	2.4	2.9	2.0	-2.2	-6.6	2.1	-0.1	83%	0%	0%	0%	0%	0%	0%	0%	0%	9%	7%	98%	100%
21	01/23	533,804	-2.8	3.36	2.4	2.3	2.6	1.8	-1.9	-5.9	1.8	-0.1	86%	0%	0%	0%	0%	0%	0%	0%	14%	0%	0%	98%	100%
22	02/23	72,574	-5.6	2.01	2.2	2.1	2.2	1.9	-1.9	-5.7	1.9	-0.1	71%	0%	0%	0%	0%	8%	0%	0%	0%	0%	21%	99%	100%
23	02/23	61,606	-11.4	2.27	5.7	5.0	7.1	4.3	-4.2	-12.6	4.2	0.1	2%	21%	1%	38%	0%	4%	2%	0%	24%	0%	7%	96%	100%
24	02/23	54,573	-2.5	4.14	2.4	2.1	2.4	1.8	-1.9	-5.6	1.8	0.0	91%	9%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	100%
25	02/23	46,275	-8.8	1.91	3.2	2.9	3.2	2.6	-2.7	-8.0	2.6	-0.1	72%	0%	0%	0%	0%	0%	0%	0%	2%	0%	26%	100%	100%
Avg		212,599	-4.6	2.20	2.5	2.4	2.6	1.9	-2.0	-5.8	1.9	0.0	65%	1%	0%	2%	0%	1%	4%	0%	11%	7%	8%	94%	97%
Port		305,771	-3.2	1.11	1.2	1.2	1.2	1.1	-1.1	-3.2	1.1	0.0	58%	0%	0%	0%	0%	0%	0%	0%	0%	2%	39%	100%	100%
Diff		93,172	1.4	-1.09	-1.3	-1.2	-1.4	-0.9	0.9	2.6	-0.8	0.0	-7%	-1%	0%	-2%	0%	-1%	-4%	0%	-11%	-4%	31%	6%	3%

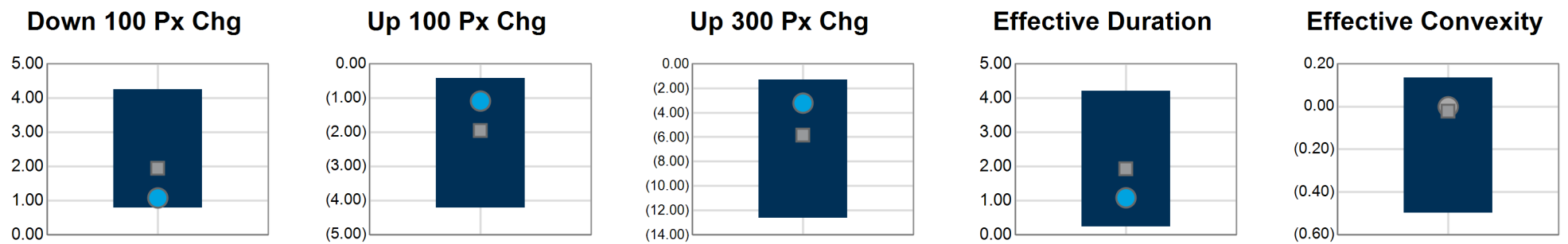
* Peer group includes Public Entitys that have received portfolio analysis from Stifel in the last three months with the closest portfolio book values.

Summary Peer Comparison

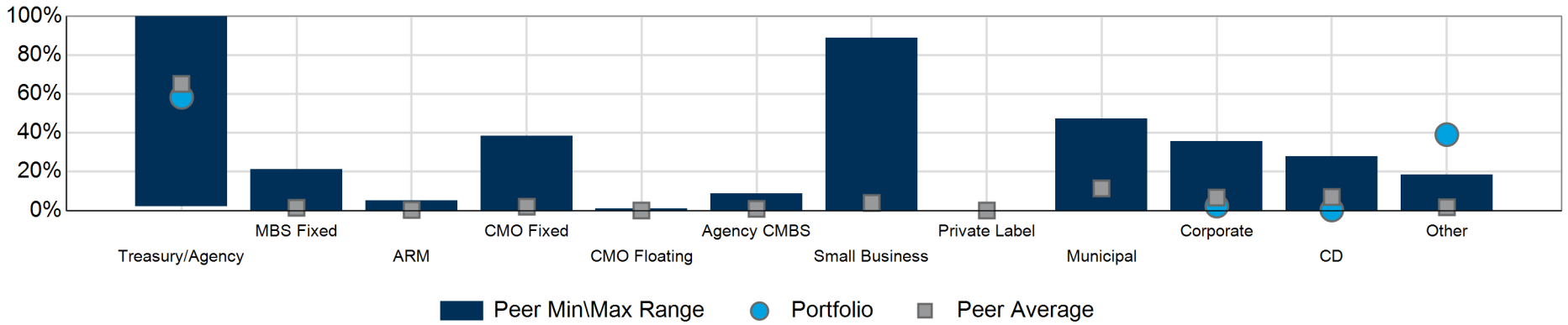
Yield and Average Life Peer Comparison



Price Risk Peer Comparison



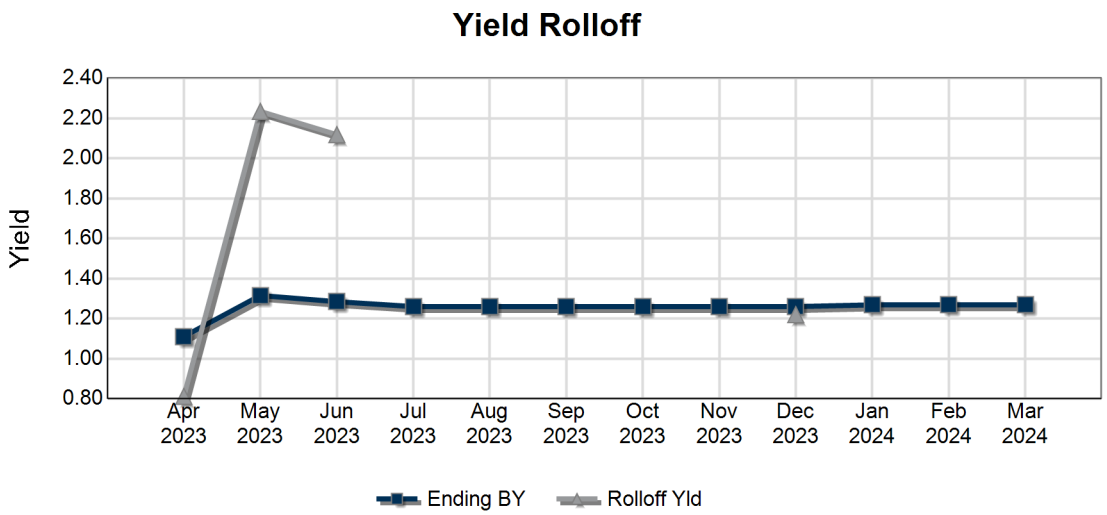
Porfolio vs. Peer Allocations



Each box contains the range of your peer group, the top and bottom of the boxes being the max and min. The gray box is the avg. of your peers within the range and the blue dot represents your position.

Cash Flow and Rolloff Yield - Next 12 Months

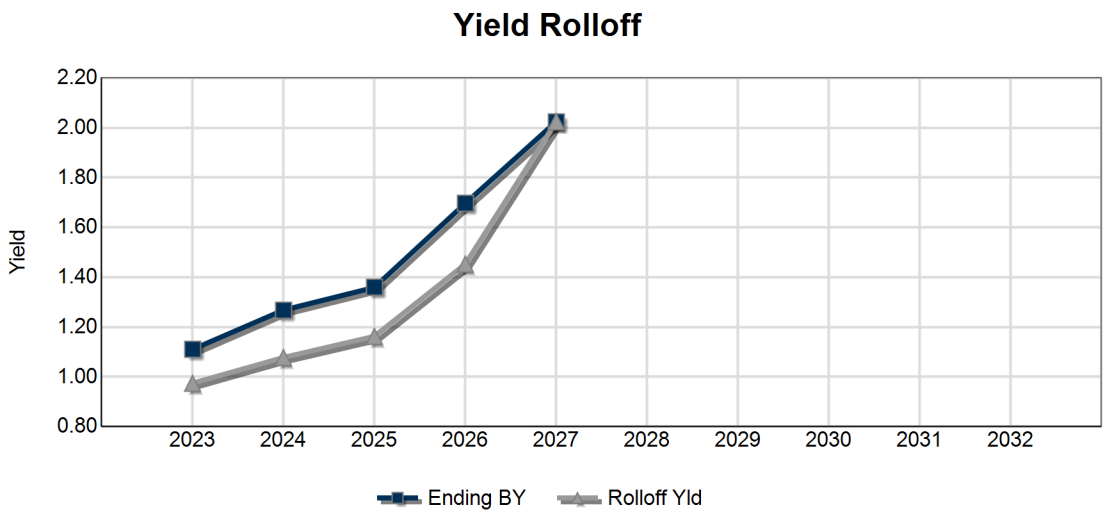
Yield Rolloff				
Month	Begin BY	Principal CF	Rolloff Yld	Ending BY
Apr 2023	1.11	124,491	0.81	1.32
May 2023	1.32	5,870	2.23	1.28
Jun 2023	1.28	5,000	2.12	1.26
Jul 2023	1.26	0		1.26
Aug 2023	1.26	0		1.26
Sep 2023	1.26	0		1.26
Oct 2023	1.26	0		1.26
Nov 2023	1.26	0		1.26
Dec 2023	1.26	29,000	1.22	1.27
Jan 2024	1.27	0		1.27
Feb 2024	1.27	0		1.27
Mar 2024	1.27	0		1.27



Shocked Principal and Interest Cash Flow Analysis							
Year	-300	-200	-100	Base	+100	+200	+300
Apr 2023	129,805	124,805	124,805	124,805	124,805	124,805	124,805
May 2023	5,948	5,948	5,948	5,948	5,948	5,948	5,948
Jun 2023	5,637	5,637	5,637	5,637	5,637	5,637	5,637
Jul 2023	48	48	48	48	48	48	48
Aug 2023	120	120	120	120	120	120	120
Sep 2023	110	110	110	110	110	110	110
Oct 2023	115	195	195	195	195	195	195
Nov 2023	15	15	15	15	15	15	15
Dec 2023	29,587	29,587	29,587	29,587	29,587	29,587	29,587
Jan 2024	48	48	48	48	48	48	48
Feb 2024	120	120	120	120	120	120	120
Mar 2024	110	110	110	110	110	110	110

Cash Flow and Rolloff Yield - Next 10 Years

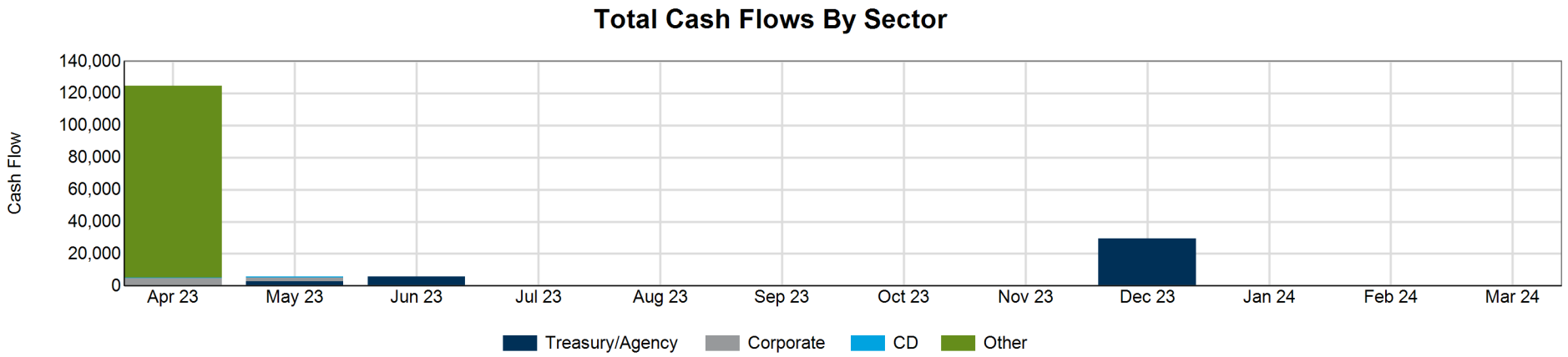
Yield Rolloff				
Year	Begin BY	Principal CF	Rolloff Yld	Ending BY
2023	1.11	164,361	0.97	1.27
2024	1.27	45,750	1.08	1.36
2025	1.36	60,460	1.16	1.70
2026	1.70	20,200	1.45	2.02
2027	2.02	15,000	2.02	
2028				
2029				
2030				
2031				
2032				



Shocked Principal and Interest Cash Flow Analysis							
Year	-300	-200	-100	Base	+100	+200	+300
2023	171,385	166,465	166,465	166,465	166,465	166,465	166,465
2024	47,316	47,474	47,474	47,474	47,474	47,474	47,474
2025	61,469	61,628	61,628	61,628	61,628	61,628	61,628
2026	20,544	20,703	20,703	20,703	20,703	20,703	20,703
2027	10,073	15,152	15,152	15,152	15,152	15,152	15,152

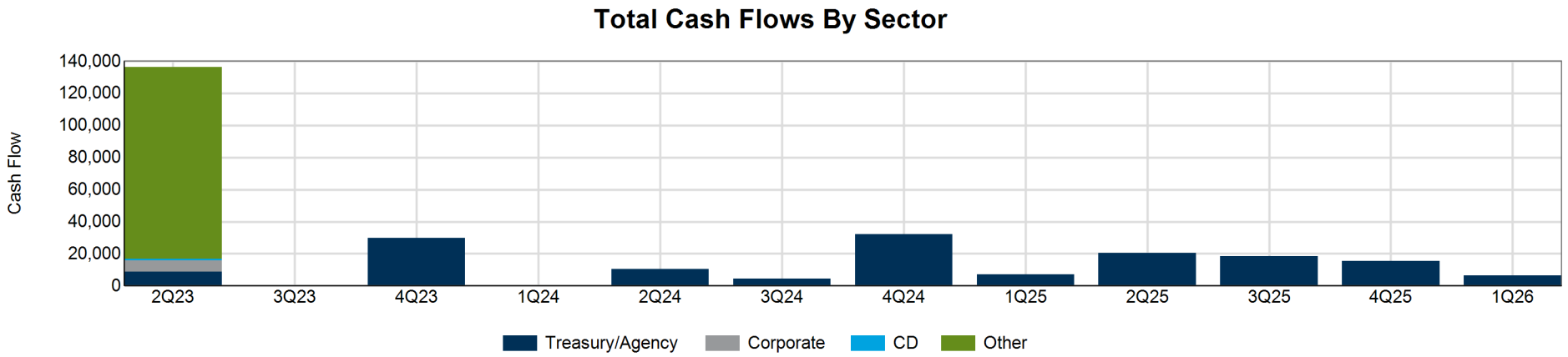
Sector Cash Flow - Next 12 Months

		Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Bk Yld Chg
Treasury/Agency	Cash Flow	194	2,869	5,637	48	120	110	195	15	29,587	48	120	110	
	End BY	1.31	1.28	1.26	1.26	1.26	1.26	1.26	1.26	1.27	1.27	1.27	1.27	-0.04
Corporate	Cash Flow	5,039	2,087											
	End BY	1.14												
CD	Cash Flow	1	992											
	End BY	3.09												
Other	Cash Flow	119,571												
	End BY													
Total	Cash Flow	124,805	5,948	5,637	48	120	110	195	15	29,587	48	120	110	
	End BY	1.32	1.28	1.26	1.26	1.26	1.26	1.26	1.26	1.27	1.27	1.27	1.27	-0.05



Sector Cash Flow - Next 3 Years

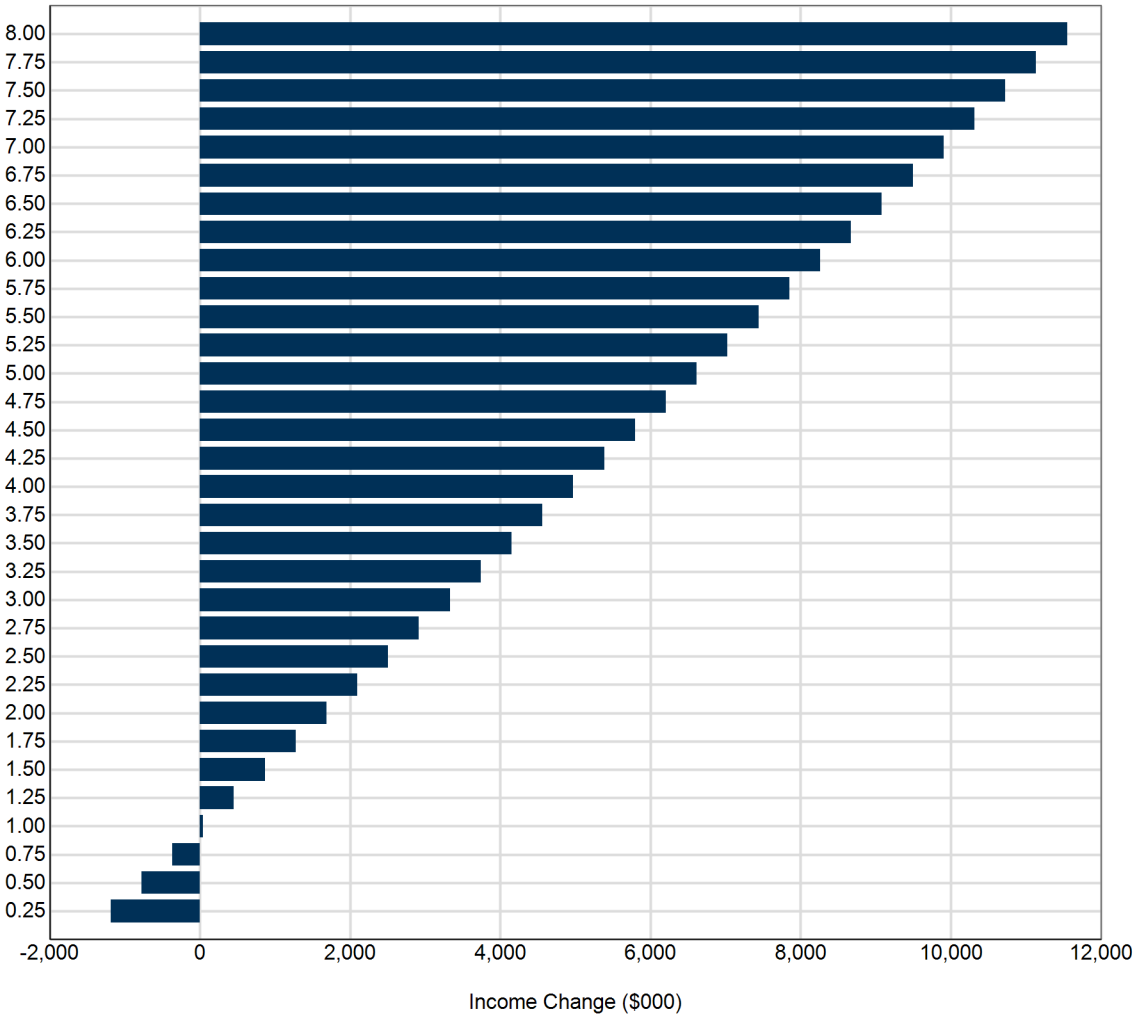
		2Q23	3Q23	4Q23	1Q24	2Q24	3Q24	4Q24	1Q25	2Q25	3Q25	4Q25	1Q26	Bk Yld Chg
Treasury/Agency	Cash Flow	8,699	278	29,797	278	10,618	4,280	32,298	7,273	20,377	18,546	15,432	6,346	
	End BY	1.26	1.26	1.27	1.27	1.26	1.29	1.36	1.38	1.51	1.70	1.70	1.55	0.29
Corporate	Cash Flow	7,126												
	End BY													
CD	Cash Flow	993												
	End BY													
Other	Cash Flow	119,571												
	End BY													
Total	Cash Flow	136,389	278	29,797	278	10,618	4,280	32,298	7,273	20,377	18,546	15,432	6,346	
	End BY	1.26	1.26	1.27	1.27	1.26	1.29	1.36	1.38	1.51	1.70	1.70	1.55	0.29



Gap Analysis - Potential Income Impact of Principal Reinvestment

Principal Maturing(12 Mo.Horizon): $164,361
Current Book Yield of Principal Maturing: 0.97%
Est. Annual Income at Current Book Yield: $1,601

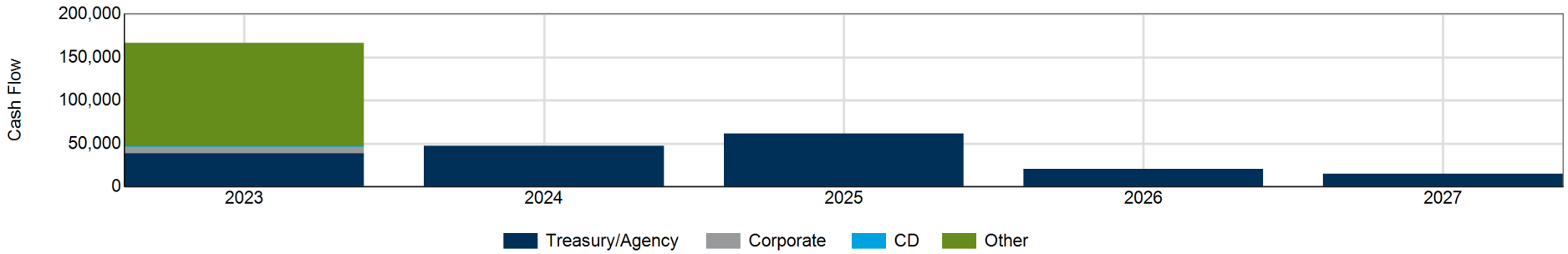
Estimated Impact on Income at Various Reinvestment Yields



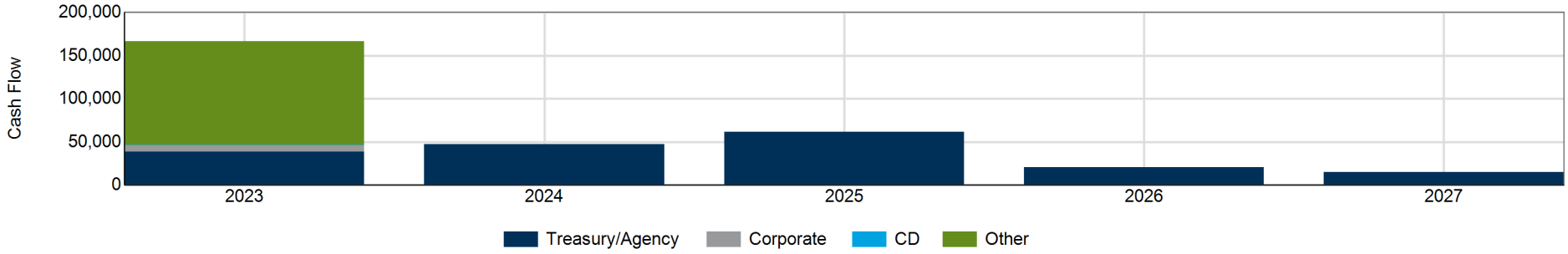
Assumed Reinvestment Yield	Estimated Annualized Income	Income Difference from Current Book	Resulting Book Yield
0.25	411	-1,190	0.72
0.50	822	-779	0.86
0.75	1,233	-369	0.99
1.00	1,644	42	1.12
1.25	2,055	453	1.26
1.50	2,465	864	1.39
1.75	2,876	1,275	1.53
2.00	3,287	1,686	1.66
2.25	3,698	2,097	1.80
2.50	4,109	2,508	1.93
2.75	4,520	2,919	2.06
3.00	4,931	3,330	2.20
3.25	5,342	3,740	2.33
3.50	5,753	4,151	2.47
3.75	6,164	4,562	2.60
4.00	6,574	4,973	2.74
4.25	6,985	5,384	2.87
4.50	7,396	5,795	3.01
4.75	7,807	6,206	3.14
5.00	8,218	6,617	3.27
5.25	8,629	7,028	3.41
5.50	9,040	7,439	3.54
5.75	9,451	7,849	3.68
6.00	9,862	8,260	3.81
6.25	10,273	8,671	3.95
6.50	10,683	9,082	4.08
6.75	11,094	9,493	4.21
7.00	11,505	9,904	4.35
7.25	11,916	10,315	4.48
7.50	12,327	10,726	4.62
7.75	12,738	11,137	4.75
8.00	13,149	11,548	4.89

Shocked Cash Flows By Sector - Next 10 Years

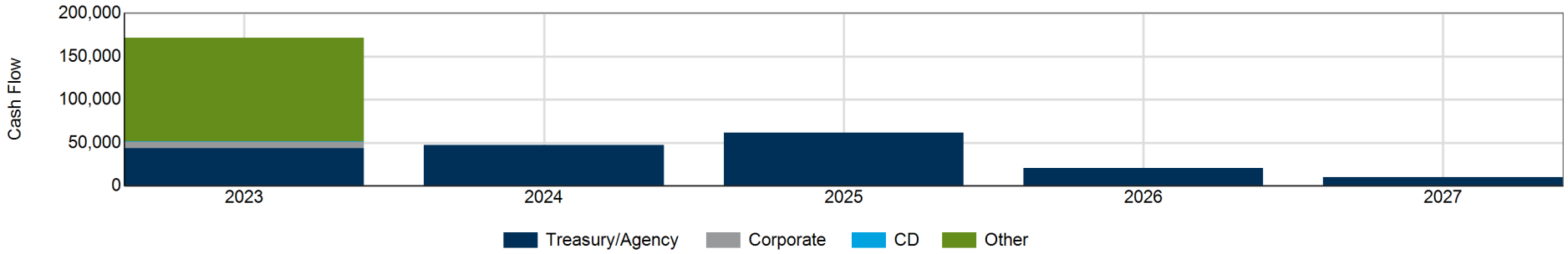
+400 Scenario



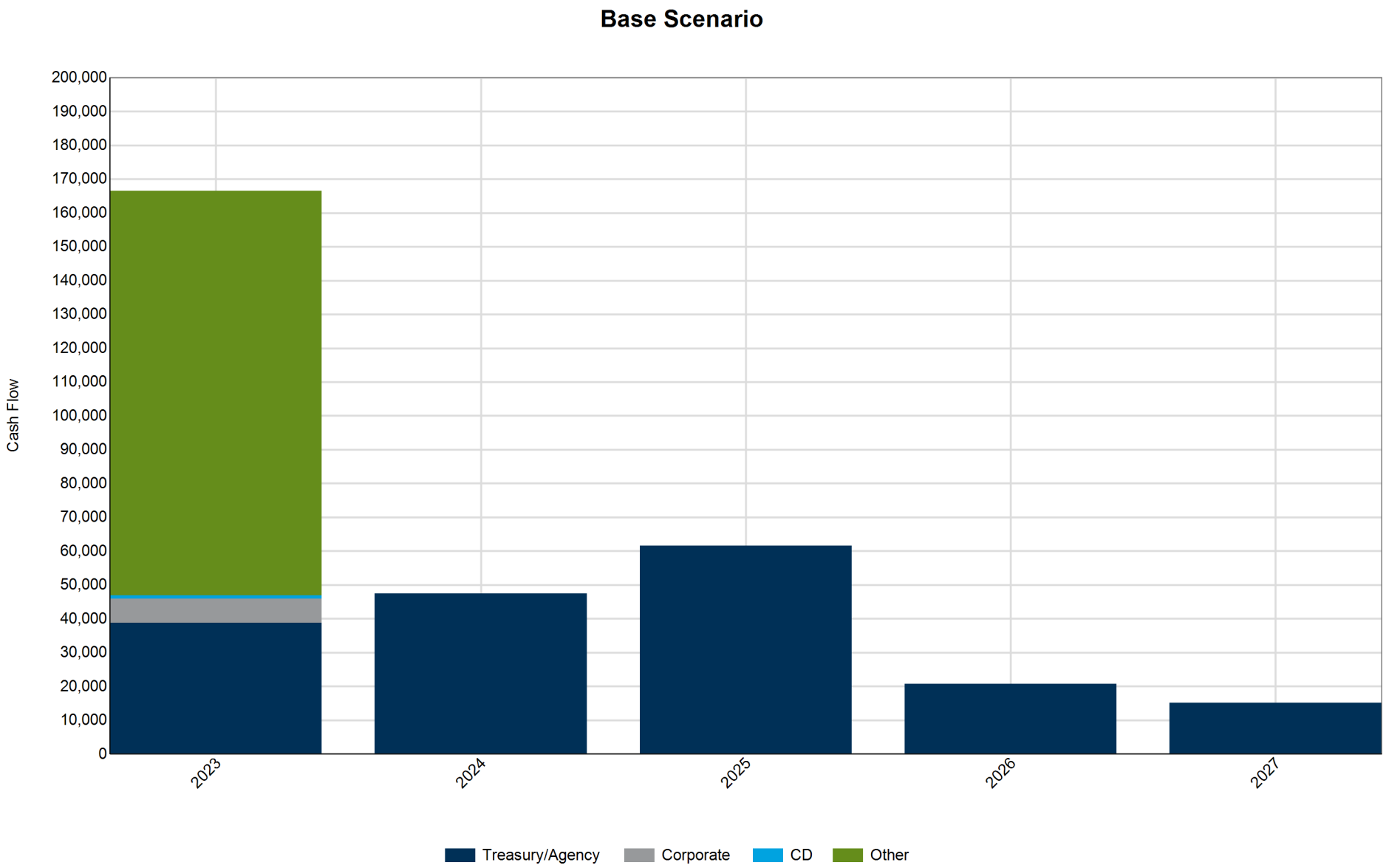
Base Scenario



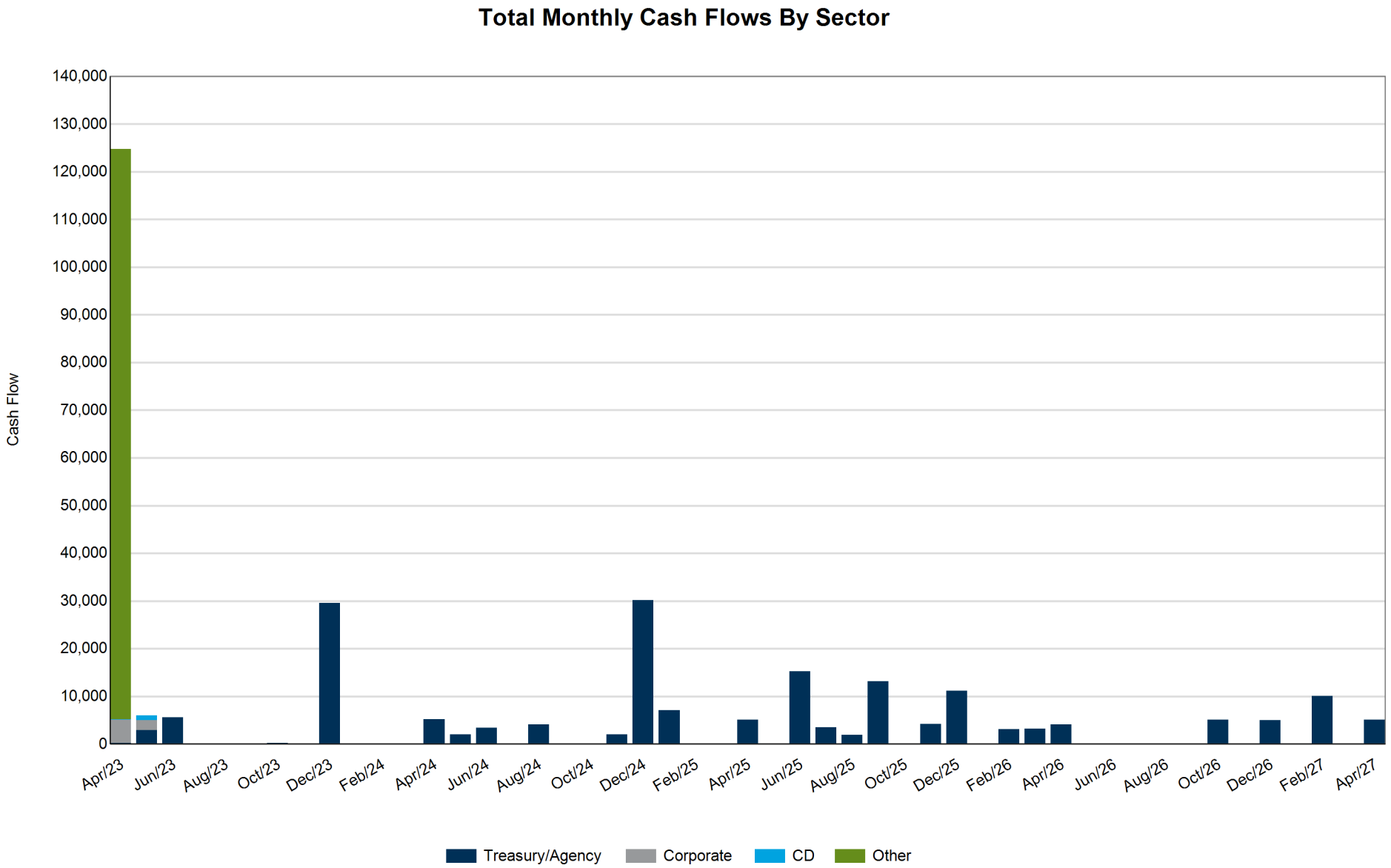
-300 Scenario



Cash Flows By Sector - Next 30 Years

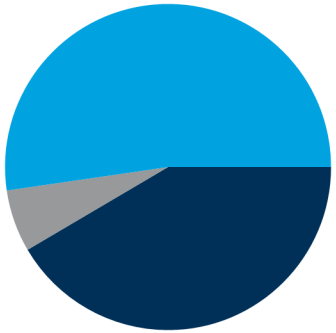


Cash Flow Projection By Month - Next 5 Years



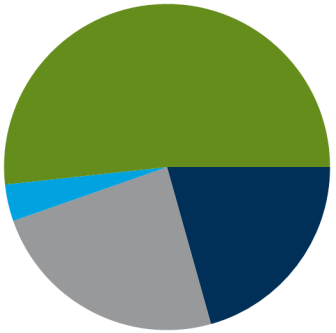
Agency - Summary

Subsector



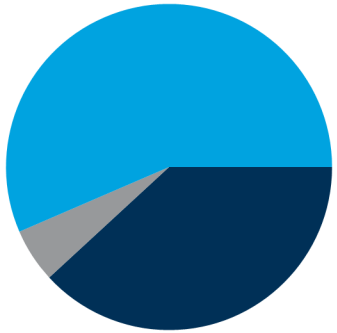
Treasury (42%)
Callable Agency (52%)
Agency Bullet (6%)

Issuer



FFCB (21%)
FNMA (4%)
Other (52%)
FHLB (24%)

Call Type

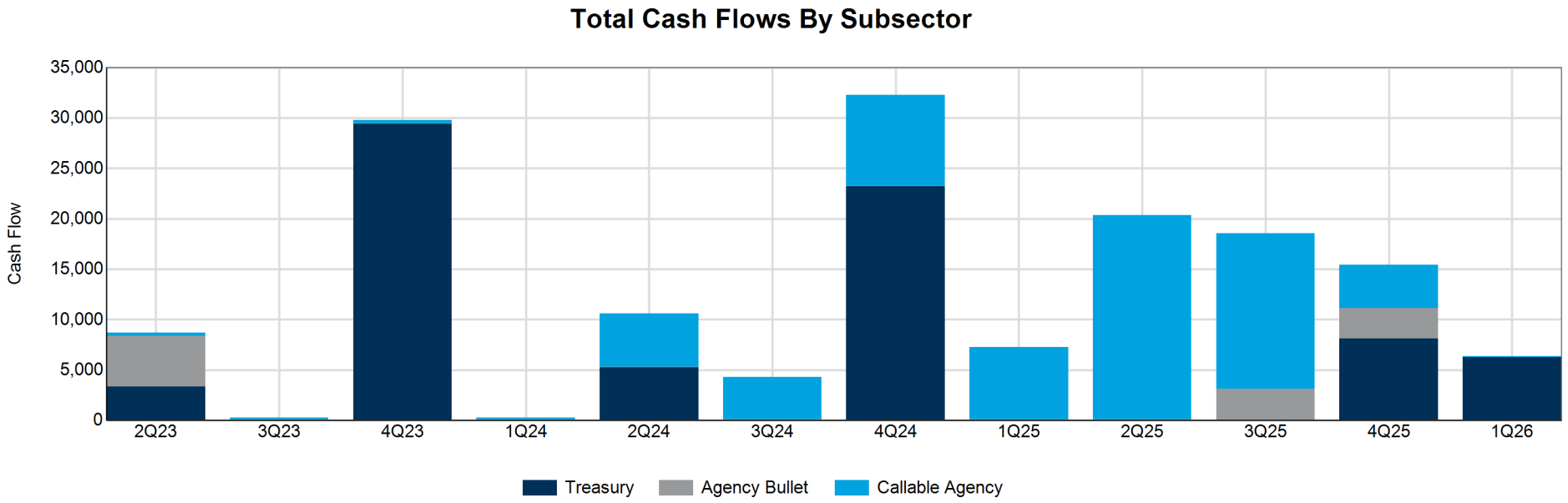


Anytime (38%)
Quarterly (56%)
Monthly (5%)

Subsector	Sector %	Par Value	Cpn	Maturity Next Call	Book Price Value	Book Yield	Market Price Value	Market Yield	G/L $ Base + 300	G/L % Base + 300	WAL Base + 300	% Px Δ -100 +300	Dur Base	Cvx Base	AFS %
				1.4 yrs	100.00		96.62		-2,505	-3.4%	1.44	1.4	1.37	0.03	
Treasury (15)	41.5%	74,015	1.58		74,015	1.58	71,510	4.40	-5,357	-7.2%	1.44	-4.0			100.0%
				1.5 yrs	100.00		96.78		-354	-3.2%	1.45	1.4	1.37	0.04	
Agency Bullet (4)	6.2%	11,000	1.93		11,000	1.92	10,646	4.43	-774	-7.0%	1.45	-3.9			100.0%
				2.6 yrs	100.00		92.52		-6,968	-7.5%	2.56	2.3	2.29	-0.03	
Callable Agency (20)	52.3%	93,210	1.02	0.2 yrs	93,210	1.02	86,242	4.33	-12,877	-13.8%	2.56	-6.9			100.0%
				2.0 yrs	100.00		94.49		-9,827	-5.5%	2.03	1.8	1.84	0.00	
Total (39)	100.0%	178,225	1.31	0.2 yrs	178,225	1.31	168,398	4.37	-19,008	-10.7%	2.03	-5.5			100.0%

Agency - Sector Cash Flow and Yield Rolloff - Next 3 Years

	2Q23	3Q23	4Q23	1Q24	2Q24	3Q24	4Q24	1Q25	2Q25	3Q25	4Q25	1Q26	Bk Yld Chg
Cash Flow	8,699	278	29,797	278	10,618	4,280	32,298	7,273	20,377	18,546	15,432	6,346	
End BY	1.26	1.26	1.27	1.27	1.26	1.29	1.36	1.38	1.51	1.70	1.70	1.55	0.29
Cash Flow	8,699	278	29,797	278	10,618	4,280	32,298	7,273	20,377	18,546	15,432	6,346	
End BY	1.26	1.26	1.27	1.27	1.26	1.29	1.36	1.38	1.51	1.70	1.70	1.55	0.29



Shocked Agency Projected Call Schedule

	Callable Agency Rate Shock Analysis – Projected Par Value Redeemed at NEXT Call Date – Monthly								
	-100	-75	-50	-25	0	25	50	75	100
Mar 23	-	-	-	-	-	-	-	-	-
Apr 23	-	-	-	-	-	-	-	-	-
May 23	-	-	-	-	-	-	-	-	-
Jun 23	-	-	-	-	-	-	-	-	-
Jul 23	-	-	-	-	-	-	-	-	-
Aug 23	-	-	-	-	-	-	-	-	-
Sep 23	-	-	-	-	-	-	-	-	-
Oct 23	-	-	-	-	-	-	-	-	-
Nov 23	-	-	-	-	-	-	-	-	-
Dec 23	-	-	-	-	-	-	-	-	-
Jan 24	-	-	-	-	-	-	-	-	-
Feb 24	-	-	-	-	-	-	-	-	-

	Callable Agency Rate Shock Analysis – Projected Par Value Redeemed at NEXT Call Date – Quarterly								
	-100	-75	-50	-25	0	25	50	75	100
1Q23	-	-	-	-	-	-	-	-	-
2Q23	-	-	-	-	-	-	-	-	-
3Q23	-	-	-	-	-	-	-	-	-
4Q23	-	-	-	-	-	-	-	-	-
1Q24	-	-	-	-	-	-	-	-	-
2Q24	-	-	-	-	-	-	-	-	-
3Q24	-	-	-	-	-	-	-	-	-
4Q24	-	-	-	-	-	-	-	-	-
1Q25	-	-	-	-	-	-	-	-	-
2Q25	-	-	-	-	-	-	-	-	-
3Q25	-	-	-	-	-	-	-	-	-
4Q25	-	-	-	-	-	-	-	-	-
1Q26	-	-	-	-	-	-	-	-	-
2Q26	-	-	-	-	-	-	-	-	-
3Q26	-	-	-	-	-	-	-	-	-
4Q26	-	-	-	-	-	-	-	-	-

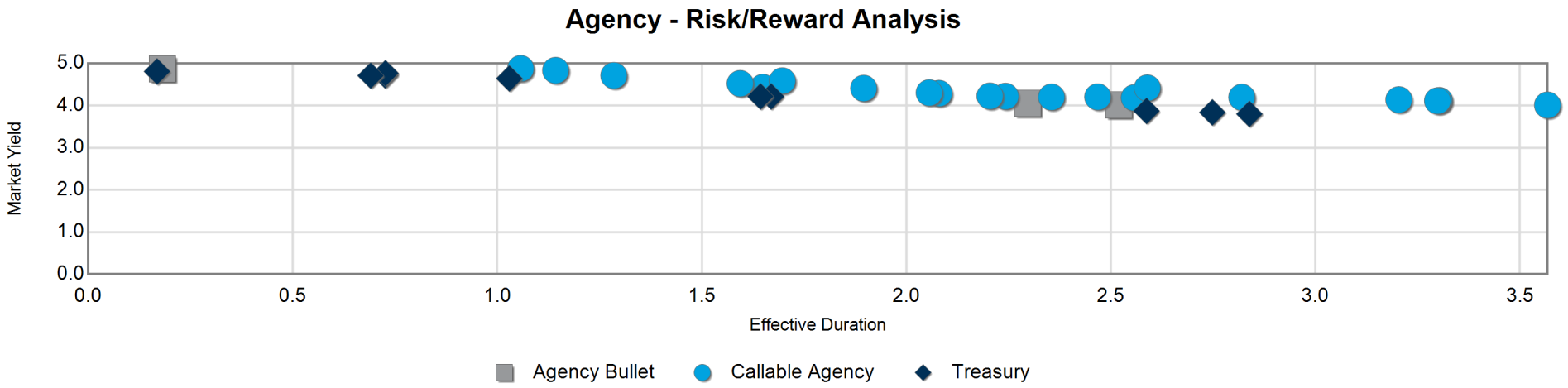
Shocked Agency Projected Call Schedule - Next 12 Months

	-300	-200	-100	Base	+100	+200	+300
Mar 23	-	-	-	-	-	-	-
Apr 23	5,000	-	-	-	-	-	-
May 23	-	-	-	-	-	-	-
Jun 23	-	-	-	-	-	-	-
Jul 23	-	-	-	-	-	-	-
Aug 23	-	-	-	-	-	-	-
Sep 23	-	-	-	-	-	-	-
Oct 23	-	-	-	-	-	-	-
Nov 23	-	-	-	-	-	-	-
Dec 23	-	-	-	-	-	-	-
Jan 24	-	-	-	-	-	-	-
Feb 24	-	-	-	-	-	-	-

Agency Projected Call Report - CUSIP Level

Sec No.	CUSIP	Issuer	Cpn	Cpn Type	Maturity	Par Value	Next Call	Call Type	Mkt Price	Gain/ Loss	Projected Shocked Call Dates -300	-200	-100	Base	+100	+200	+300
19	3133EL2X1	FFCB	0.42	Fixed	05/06/24	2,000	04/18/23	Anytime	95.280	-94	05/24	05/24	05/24	05/24	05/24	05/24	05/24
20	3130AMQR6	FHLB	0.35	Fixed	06/07/24	3,000	06/07/23	Quarterly	94.890	-153	06/24	06/24	06/24	06/24	06/24	06/24	06/24
21	3130AMHH8	FHLB	0.41	Fixed	08/01/24	4,000	06/01/23	Quarterly	94.490	-220	08/24	08/24	08/24	08/24	08/24	08/24	08/24
22	3134GWNG7	FHLMC	0.50	Fixed	11/27/24	2,000	05/27/23	Quarterly	93.640	-127	11/24	11/24	11/24	11/24	11/24	11/24	11/24
26	3130AQDY6	FHLB	1.00	Fixed	12/30/24	6,750	04/18/23	Anytime	94.280	-386	12/24	12/24	12/24	12/24	12/24	12/24	12/24
28	3130AQEA7	FHLB	1.05	Fixed	01/14/25	7,000	07/14/23	Quarterly	93.990	-421	01/25	01/25	01/25	01/25	01/25	01/25	01/25
29	3133EMUP5	FFCB	0.71	Fixed	04/01/25	5,000	04/18/23	Anytime	92.980	-351	04/25	04/25	04/25	04/25	04/25	04/25	04/25
30	3133ENHW3	FFCB	1.17	Fixed	06/23/25	10,000	04/18/23	Anytime	93.400	-660	06/25	06/25	06/25	06/25	06/25	06/25	06/25
31	3133ELK37	FFCB	0.78	Fixed	06/16/25	5,000	04/18/23	Anytime	92.670	-367	06/25	06/25	06/25	06/25	06/25	06/25	06/25
32	3136G4ZP1	FNMA	0.65	Fixed	07/30/25	3,500	04/30/23	Quarterly	92.130	-275	07/25	07/25	07/25	07/25	07/25	07/25	07/25
33	3133EL3P7	FFCB	0.53	Fixed	08/12/25	1,810	04/18/23	Anytime	91.770	-149	08/25	08/25	08/25	08/25	08/25	08/25	08/25
36	3134GWUG9	FHLMC	0.57	Fixed	09/24/25	10,000	06/24/23	Quarterly	91.520	-848	09/25	09/25	09/25	09/25	09/25	09/25	09/25
37	3134GXBM5	FHLMC	0.60	Fixed	11/12/25	1,150	05/12/23	Quarterly	91.150	-102	11/25	11/25	11/25	11/25	11/25	11/25	11/25
39	3130AMRQ7	FHLB	0.88	Fixed	12/30/25	3,000	06/30/23	Quarterly	91.480	-256	12/25	12/25	12/25	12/25	12/25	12/25	12/25
44	3130AN5C0	FHLB	1.05	Fixed	04/29/26	4,000	04/29/23	Quarterly	90.990	-360	04/26	04/26	04/26	04/26	04/26	04/26	04/26
47	3134GW4C7	FHLMC	0.80	Fixed	10/27/26	5,000	04/27/23	Quarterly	89.090	-546	10/26	10/26	10/26	10/26	10/26	10/26	10/26
48	3133ENJC5	FFCB	1.29	Fixed	12/22/26	5,000	12/22/23	Anytime	90.310	-485	12/26	12/26	12/26	12/26	12/26	12/26	12/26
49	3130AL5A8	FHLB	0.90	Fixed	02/26/27	5,000	05/26/23	Quarterly	88.850	-558	02/27	02/27	02/27	02/27	02/27	02/27	02/27
46	3130AQRH8	FHLB	2.00	Fixed	02/25/27	5,000	05/25/23	Quarterly	92.360	-382	02/27	02/27	02/27	02/27	02/27	02/27	02/27
42	3130ARHJ3	FHLB	3.18	Fixed	04/19/27	5,000	04/19/23	Monthly	95.430	-229	04/23	04/27	04/27	04/27	04/27	04/27	04/27
			1.02			93,210			92.525	-6,968							

Agency - Risk/Reward Analysis



Top 5 Market Yields

CUSIP	Security Description	Subsector	Mkt Value	Mkt Yld	Eff. Dur	% Px Δ Up 300
3133EL2X1	FFCB 0.42 05/06/24	Callable Agency	1,906	4.88%	1.06	-3.1
3133EKPT7	FFCB 2 1/8 06/05/23	Agency Bullet	4,976	4.87%	0.18	-0.5
3130AMQR6	FHLB 0.35 06/07/24	Callable Agency	2,847	4.83%	1.14	-3.3
9128284S6	T 2 3/4 05/31/23	Treasury	2,805	4.81%	0.17	-0.5
912828V23	T 2 1/4 12/31/23	Treasury	3,927	4.77%	0.73	-2.1

Bottom 5 Market Yields

CUSIP	Security Description	Subsector	Mkt Value	Mkt Yld	Eff. Dur	% Px Δ Up 300
9128286L9	T 2 1/4 03/31/26	Treasury	3,060	3.80%	2.84	-8.1
9128286F2	T 2 1/2 02/28/26	Treasury	2,890	3.84%	2.75	-7.9
9128285T3	T 2 5/8 12/31/25	Treasury	2,903	3.87%	2.59	-7.5
9128285T3	T 2 5/8 12/31/25	Treasury	4,839	3.87%	2.59	-7.5
3130AL5A8	FHLB 0.9 02/26/27	Callable Agency	4,443	4.01%	3.57	-10.4

Top 5 Price Volatility (% price change +300)

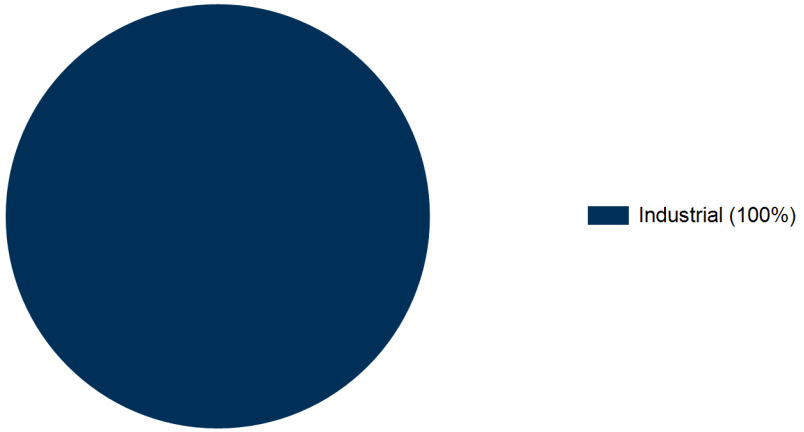
CUSIP	Security Description	Subsector	Mkt Value	Mkt Yld	Eff. Dur	% Px Δ Up 300
3130AL5A8	FHLB 0.9 02/26/27	Callable Agency	4,443	4.01%	3.57	-10.4
3130AQRH8	FHLB 2 02/25/27	Callable Agency	4,618	4.14%	3.20	-9.9
3133ENJC5	FFCB 1.29 12/22/26	Callable Agency	4,516	4.12%	3.30	-9.8
3134GW4C7	FHLMC 0.8 10/27/26	Callable Agency	4,455	4.11%	3.30	-9.6
3130ARHJ3	FHLB 3.175 04/19/27	Callable Agency	4,772	4.42%	2.59	-9.3

Next 5 Projected Redemptions

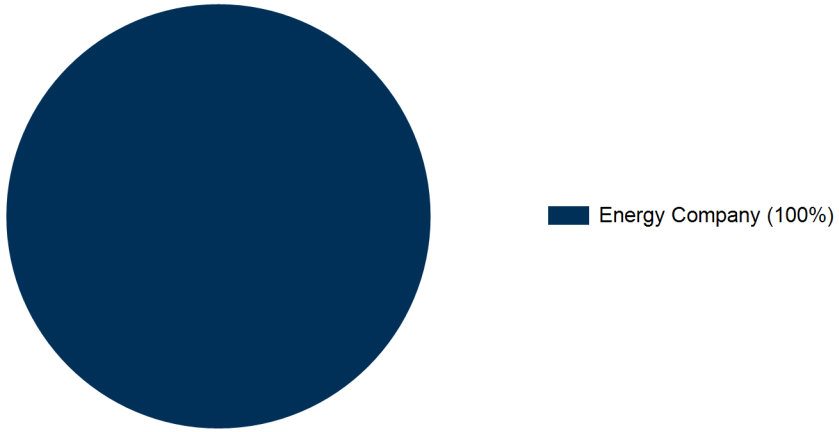
CUSIP	Security Description	Subsector	Mkt Value	Mkt Yld	Eff. Dur	Mat/Call
9128284S6	T 2 3/4 05/31/23	Treasury	2,805	4.81%	0.17	05/01/23
3133EKPT7	FFCB 2 1/8 06/05/23	Agency Bullet	4,976	4.87%	0.18	06/01/23
9128285U0	T 2 5/8 12/31/23	Treasury	4,924	4.72%	0.73	12/01/23
912828V23	T 2 1/4 12/31/23	Treasury	3,927	4.77%	0.73	12/01/23
912828V23	T 2 1/4 12/31/23	Treasury	4,909	4.77%	0.73	12/01/23

Corporate - Summary

Sector Allocation



Industry Allocation



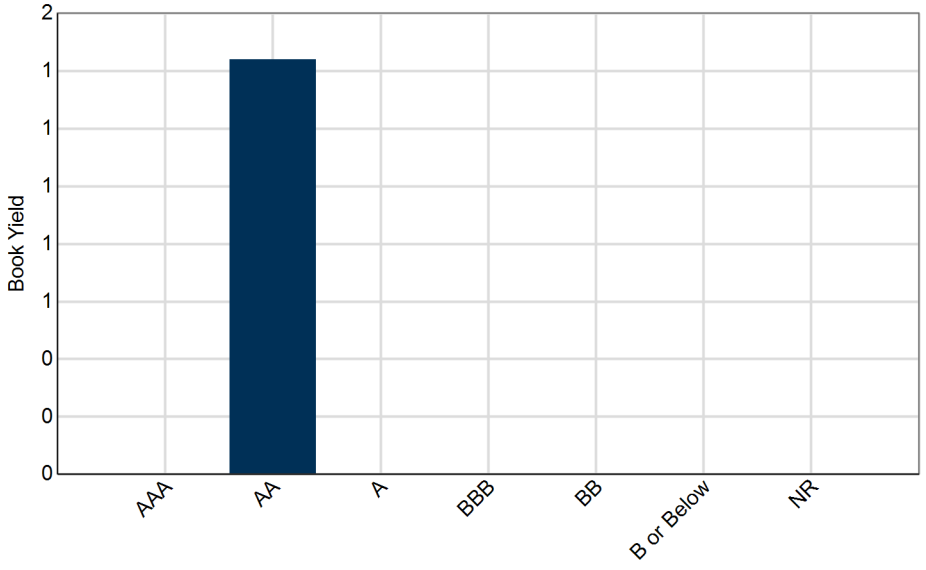
Subsector	Sector %	Par Value	Cpn	Maturity	Rating Moody's S&P	Book Price Value	Book Yield	Market Price Value	Market Yield	G/L $ Base + 300	G/L % Base + 300	WAL Base + 300	% Px Δ -100 +300	Dur Base	Cvx Base	AFS %
					Aa2	100.00		99.78		-15	-0.2%	0.06	0.1	0.06	0.00	
Industrial (2)	100.0%	7,075	1.44	0.1 yrs	AA-	7,075	1.44	7,060	4.57	-29	-0.4%	0.06	-0.2			100.0%
					Aa2	100.00		99.78		-15	-0.2%	0.06	0.1	0.06	0.00	
Total (2)	100.0%	7,075	1.44	0.1 yrs	AA-	7,075	1.44	7,060	4.57	-29	-0.4%	0.06	-0.2			100.0%

Corporate - Rating Summary

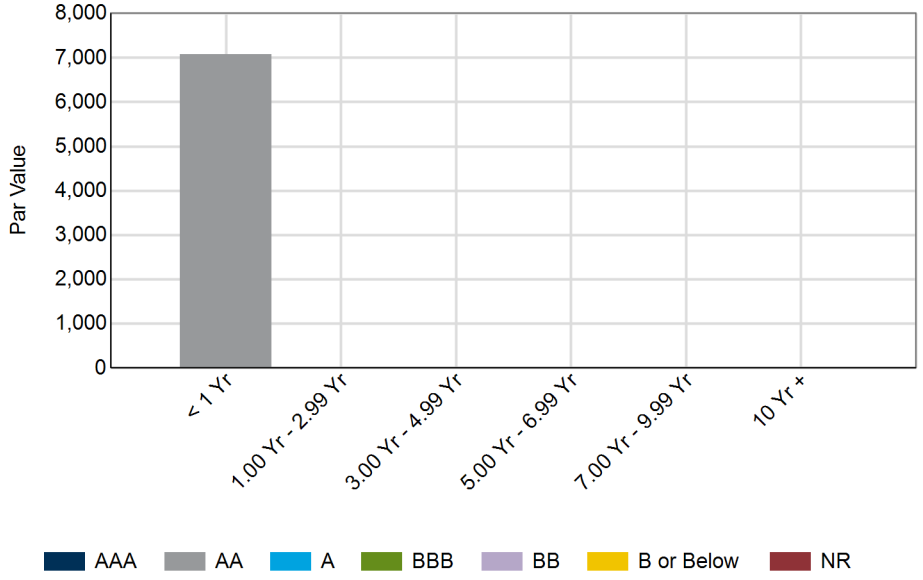
Combined Rating Summary				
Combined Rating	% Balance	Par Value	Book Yield	Eff. Duration
AAA	-	-	-	-
AA	100.0%	7,075	1.44	0.06
A	-	-	-	-
BBB	-	-	-	-
BB	-	-	-	-
B or Below	-	-	-	-
NR	-	-	-	-

Maturity Summary				
Maturity Range	% Balance	Par Value	Book Yield	Combined Rating
< 1 Yr	100.0%	7,075	1.44	AA
1.00 Yr - 2.99 Yr	-	-	-	-
3.00 Yr - 4.99 Yr	-	-	-	-
5.00 Yr - 6.99 Yr	-	-	-	-
7.00 Yr - 9.99 Yr	-	-	-	-
10 Yr +	-	-	-	-

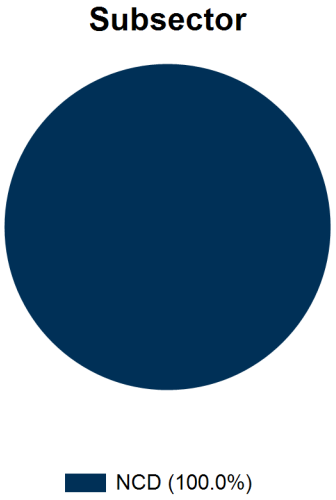
Book Yield by Combined Rating

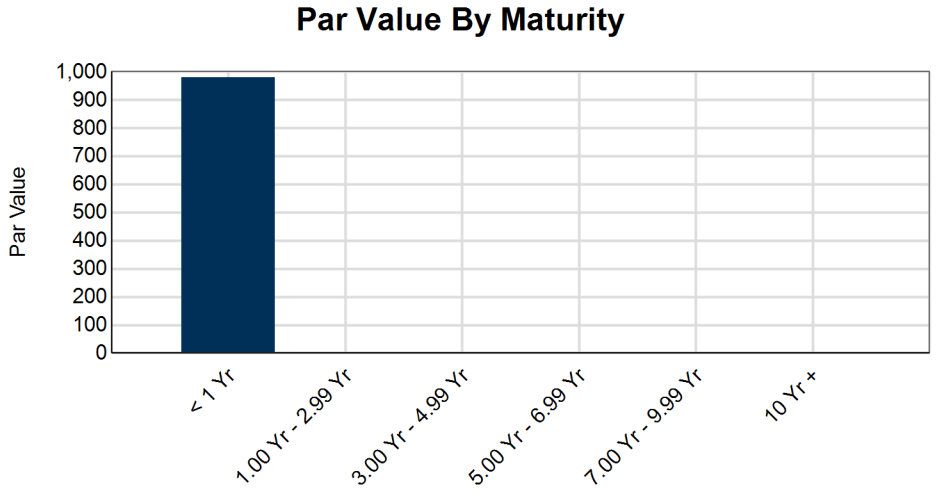


Combined Rating Distribution By Maturity



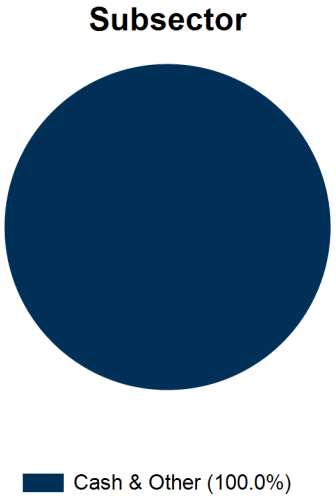
CD - Summary

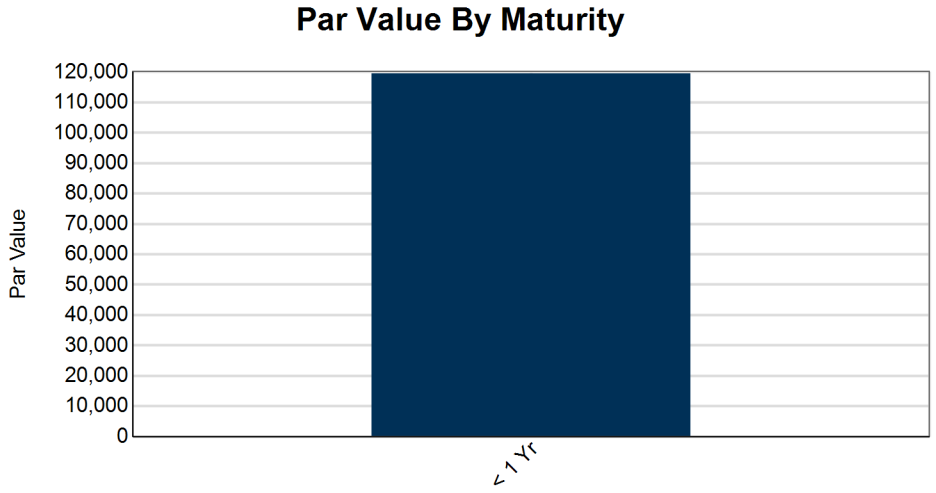




Subsector	Sector %	Par Value	Cpn	Maturity Next Call	Book Price Value	Book Yield	Market Price Value	Market Yield	G/L $ Base + 300	G/L % Base + 300	WAL Base + 300	Px Chg -100 +300	Dur Base	Cvx Base	AFS %
				0.1 yrs	100.00		99.89		-1	-0.1%	0.12	0.1	0.12	0.00	
NCD (4)	100.0%	980	3.14		980	3.09	979	4.10	-5	-0.5%	0.12	-0.3			100.0%
				0.1 yrs	100.00		99.89		-1	-0.1%	0.12	0.1	0.12	0.00	
Total (4)	100.0%	980	3.14		980	3.09	979	4.10	-5	-0.5%	0.12	-0.3			100.0%

Other - Summary





					Book		Market		G/L $	G/L %	WAL	Px Chg	Dur	Cvx	
Subsector	Sector %	Par Value	Cpn	Maturity Next Call	Price Value	Yield	Price Value	Yield	Base + 300	Base + 300	Base + 300	-100 +300	Base	Base	AFS %
				0.1 yrs	100.00		100.00		0	0.0%	0.08	0.1	0.08	0.00	
Cash & Other (4)	100.0%	119,491	0.78		119,491	0.78	119,491	0.78	-297	-0.2%	0.08	-0.2			100.0%
				0.1 yrs	100.00		100.00		0	0.0%	0.08	0.1	0.08	0.00	
Total (4)	100.0%	119,491	0.78		119,491	0.78	119,491	0.78	-297	-0.2%	0.08	-0.2			100.0%

Portfolio Considerations

Sector	Cnt	Cpn	Maturity	Par Value	Book Price	Market Price	Gain/ (Loss)	Book Yield	WAL	Eff. Dur	Historical CPR 1 Mo.	Historical CPR 3 Mo.	Historical CPR Life	Proj. CPR Life	Loan Count
Book Yield < 2%	31	0.81	1.1 yrs	252,776	100.00	96.62	-8,537	0.81	1.1	1.00					
Treasury	5	0.63	1.3 yrs	35,000	100.00	95.65	-1,524	0.63	1.3	1.23					
Agency Bullet	1	0.50	2.6 yrs	3,000	100.00	91.38	-259	0.50	2.6	2.52					
Callable Agency	19	0.90	2.5 yrs	88,210	100.00	92.36	-6,739	0.90	2.5	2.27					
Industrial	2	1.44	0.1 yrs	7,075	100.00	99.78	-15	1.44	0.1	0.06					
Cash & Other	4	0.78	0.1 yrs	119,491	100.00	100.00	0	0.78	0.1	0.08					

Key Portfolio Sorts

Top 10 Up 300 Market Value Changes (%)

CUSIP	Sector	Description	Cpn	Maturity	Par Value	Book Price	Market Price	G/L	Book Yield	WAL	% Px Δ +300	$ Amt Δ +300	G/L +300	Eff. Dur	INT
3130AL5A8	Callable Agency	FHLB 0.9 02/26/27	0.90	02/26/27	5,000	100.00	88.85	-558	0.900	3.91	-10.41	-462	-1,020	3.57	AFS
3130AQRH8	Callable Agency	FHLB 2 02/25/27	2.00	02/25/27	5,000	100.00	92.36	-382	2.000	3.90	-9.93	-458	-840	3.20	AFS
3133ENJC5	Callable Agency	FFCB 1.29 12/22/26	1.29	12/22/26	5,000	100.00	90.31	-485	1.290	3.73	-9.84	-444	-929	3.30	AFS
3134GW4C7	Callable Agency	FHLMC 0.8 10/27/26	0.80	10/27/26	5,000	100.00	89.09	-546	0.800	3.58	-9.62	-429	-974	3.30	AFS
3130ARHJ3	Callable Agency	FHLB 3.175 04/19/27	3.18	04/19/27	5,000	100.00	95.43	-229	3.175	4.05	-9.29	-443	-672	2.59	AFS
3130AN5C0	Callable Agency	FHLB 1.05 04/29/26	1.05	04/29/26	4,000	100.00	90.99	-360	1.050	3.08	-8.33	-303	-664	2.82	AFS
9128286L9	Treasury	T 2 1/4 03/31/26	2.25	03/31/26	3,200	100.00	95.64	-140	2.250	3.00	-8.10	-248	-387	2.84	AFS
9128286F2	Treasury	T 2 1/2 02/28/26	2.50	02/28/26	3,000	100.00	96.34	-110	2.500	2.92	-7.87	-227	-337	2.75	AFS
3130AMRQ7	Callable Agency	FHLB 0 7/8 12/30/25	0.88	12/30/25	3,000	100.00	91.48	-256	0.875	2.75	-7.53	-207	-462	2.56	AFS
9128285T3	Treasury	T 2 5/8 12/31/25	2.63	12/31/25	5,000	100.00	96.77	-162	2.624	2.75	-7.46	-361	-523	2.59	AFS
			1.75		43,200	100.00	92.54	-3,225	1.747	3.44	-8.96	-3,583	-6,808	2.98	

Top 10 Up 300 Market Value Changes ($)

CUSIP	Sector	Description	Cpn	Maturity	Par Value	Book Price	Market Price	G/L	Book Yield	WAL	% Px Δ +300	$ Amt Δ +300	G/L +300	Eff. Dur	INT
3134GWUG9	Callable Agency	FHLMC 0.57 09/24/25	0.57	09/24/25	10,000	100.00	91.52	-848	0.570	2.48	-6.89	-631	-1,479	2.35	AFS
3133ENHW3	Callable Agency	FFCB 1.17 06/23/25	1.17	06/23/25	10,000	100.00	93.40	-660	1.170	2.23	-6.14	-574	-1,234	2.06	AFS
3130AL5A8	Callable Agency	FHLB 0.9 02/26/27	0.90	02/26/27	5,000	100.00	88.85	-558	0.900	3.91	-10.41	-462	-1,020	3.57	AFS
3130AQRH8	Callable Agency	FHLB 2 02/25/27	2.00	02/25/27	5,000	100.00	92.36	-382	2.000	3.90	-9.93	-458	-840	3.20	AFS
91282CDN8	Treasury	T 1 12/15/24	1.00	12/15/24	10,000	100.00	94.75	-525	1.001	1.71	-4.78	-453	-978	1.64	AFS
3133ENJC5	Callable Agency	FFCB 1.29 12/22/26	1.29	12/22/26	5,000	100.00	90.31	-485	1.290	3.73	-9.84	-444	-929	3.30	AFS
3130ARHJ3	Callable Agency	FHLB 3.175 04/19/27	3.18	04/19/27	5,000	100.00	95.43	-229	3.175	4.05	-9.29	-443	-672	2.59	AFS
3134GW4C7	Callable Agency	FHLMC 0.8 10/27/26	0.80	10/27/26	5,000	100.00	89.09	-546	0.800	3.58	-9.62	-429	-974	3.30	AFS
9128285T3	Treasury	T 2 5/8 12/31/25	2.63	12/31/25	5,000	100.00	96.77	-162	2.624	2.75	-7.46	-361	-523	2.59	AFS
3130AQEA7	Callable Agency	FHLB 1.05 01/14/25	1.05	01/14/25	7,000	100.00	93.99	-421	1.050	1.79	-4.99	-328	-749	1.70	AFS
			1.32		67,000	100.00	92.82	-4,813	1.324	2.78	-7.37	-4,583	-9,396	2.45	

Key Portfolio Sorts

Top 10 Marked to Market Up 300 Loss Positions

CUSIP	Sector	Description	Cpn	Maturity	Par Value	Book Price	Market Price	G/L	Book Yield	WAL	% Px Δ +300	$ Amt Δ +300	G/L +300	Eff. Dur	INT
3134GWUG9	Callable Agency	FHLMC 0.57 09/24/25	0.57	09/24/25	10,000	100.00	91.52	-848	0.570	2.48	-6.89	-631	-1,479	2.35	AFS
3133ENHW3	Callable Agency	FFCB 1.17 06/23/25	1.17	06/23/25	10,000	100.00	93.40	-660	1.170	2.23	-6.14	-574	-1,234	2.06	AFS
3130AL5A8	Callable Agency	FHLB 0.9 02/26/27	0.90	02/26/27	5,000	100.00	88.85	-558	0.900	3.91	-10.41	-462	-1,020	3.57	AFS
91282CDN8	Treasury	T 1 12/15/24	1.00	12/15/24	10,000	100.00	94.75	-525	1.001	1.71	-4.78	-453	-978	1.64	AFS
3134GW4C7	Callable Agency	FHLMC 0.8 10/27/26	0.80	10/27/26	5,000	100.00	89.09	-546	0.800	3.58	-9.62	-429	-974	3.30	AFS
3133ENJC5	Callable Agency	FFCB 1.29 12/22/26	1.29	12/22/26	5,000	100.00	90.31	-485	1.290	3.73	-9.84	-444	-929	3.30	AFS
3130AQRH8	Callable Agency	FHLB 2 02/25/27	2.00	02/25/27	5,000	100.00	92.36	-382	2.000	3.90	-9.93	-458	-840	3.20	AFS
3130AQEA7	Callable Agency	FHLB 1.05 01/14/25	1.05	01/14/25	7,000	100.00	93.99	-421	1.050	1.79	-4.99	-328	-749	1.70	AFS
3130AQDY6	Callable Agency	FHLB 1 12/30/24	1.00	12/30/24	6,750	100.00	94.28	-386	1.000	1.75	-4.87	-310	-696	1.65	AFS
3130ARHJ3	Callable Agency	FHLB 3.175 04/19/27	3.18	04/19/27	5,000	100.00	95.43	-229	3.175	4.05	-9.29	-443	-672	2.59	AFS
			1.20		68,750	100.00	92.67	-5,038	1.197	2.68	-7.11	-4,532	-9,570	2.36	

Top 10 Average Life Extension Up 300bps

CUSIP	Sector	Description	Cpn	Maturity	Par Value	Book Price	Market Price	G/L	Book Yield	% Px Δ +300	Eff. Dur	WAL	WAL +300	Chg in WAL	INT
3134GWUG9	Callable Agency	FHLMC 0.57 09/24/25	0.57	09/24/25	10,000	100.00	91.52	-848	0.570	-6.89	2.35	2.48	2.48	0.00	AFS
3133ENHW3	Callable Agency	FFCB 1.17 06/23/25	1.17	06/23/25	10,000	100.00	93.40	-660	1.170	-6.14	2.06	2.23	2.23	0.00	AFS
3130AL5A8	Callable Agency	FHLB 0.9 02/26/27	0.90	02/26/27	5,000	100.00	88.85	-558	0.900	-10.41	3.57	3.91	3.91	0.00	AFS
91282CDN8	Treasury	T 1 12/15/24	1.00	12/15/24	10,000	100.00	94.75	-525	1.001	-4.78	1.64	1.71	1.71	0.00	AFS
3134GW4C7	Callable Agency	FHLMC 0.8 10/27/26	0.80	10/27/26	5,000	100.00	89.09	-546	0.800	-9.62	3.30	3.58	3.58	0.00	AFS
3133ENJC5	Callable Agency	FFCB 1.29 12/22/26	1.29	12/22/26	5,000	100.00	90.31	-485	1.290	-9.84	3.30	3.73	3.73	0.00	AFS
3130AQRH8	Callable Agency	FHLB 2 02/25/27	2.00	02/25/27	5,000	100.00	92.36	-382	2.000	-9.93	3.20	3.90	3.90	0.00	AFS
3130AQEA7	Callable Agency	FHLB 1.05 01/14/25	1.05	01/14/25	7,000	100.00	93.99	-421	1.050	-4.99	1.70	1.79	1.79	0.00	AFS
3130AQDY6	Callable Agency	FHLB 1 12/30/24	1.00	12/30/24	6,750	100.00	94.28	-386	1.000	-4.87	1.65	1.75	1.75	0.00	AFS
3130ARHJ3	Callable Agency	FHLB 3.175 04/19/27	3.18	04/19/27	5,000	100.00	95.43	-229	3.175	-9.29	2.59	4.05	4.05	0.00	AFS
			1.20		68,750	100.00	92.67	-5,038	1.197	-7.11	2.36	2.68	2.68	0.00	

Agency - CUSIP Detail

CUSIP / Security Description	Ticker	Par	Cpn Type / Coupon	Next Call Dt / Call Type	Step Date / Step Cpn	Maturity Proj. / Final	Book Price / Value	Book Yield	Market Price / Value	Market bp⟶call / Yield	Gain/(Loss) % / $	% Px Δ -100 / +300	Eff. Dur / Cvx	ESG/Gr Intent
91282CBA8			Fixed			12/23	100.00		96.84		-3.2%	0.7	0.69	
T 0 1/8 12/15/23	T	10,000	0.125			12/15/23	10,000	0.12	9,684	4.71	-316	-2.0	0.01	AFS
91282CBA8			Fixed			12/23	100.00		96.84		-3.2%	0.7	0.69	
T 0 1/8 12/15/23	T	5,000	0.125			12/15/23	5,000	0.12	4,842	4.71	-158	-2.0	0.01	AFS
9128285U0			Fixed			12/23	100.00		98.48		-1.5%	0.7	0.73	
T 2 5/8 12/31/23	T	5,000	2.625			12/31/23	5,000	2.63	4,924	4.72	-76	-2.1	0.01	AFS
912828V23			Fixed			12/23	100.00		98.17		-1.8%	0.7	0.73	
T 2 1/4 12/31/23	T	5,000	2.250			12/31/23	5,000	2.26	4,909	4.77	-92	-2.1	0.01	AFS
912828V23			Fixed			12/23	100.00		98.17		-1.8%	0.7	0.73	
T 2 1/4 12/31/23	T	4,000	2.250			12/31/23	4,000	2.26	3,927	4.77	-73	-2.1	0.01	AFS
9128286R6			Fixed			04/24	100.00		97.50		-2.5%	1.0	1.03	
T 2 1/4 04/30/24	T	5,000	2.250			04/30/24	5,000	2.25	4,875	4.64	-125	-3.0	0.02	AFS
91282CDN8			Fixed			12/24	100.00		94.75		-5.3%	1.7	1.64	
T 1 12/15/24	T	10,000	1.000			12/15/24	10,000	1.00	9,475	4.22	-525	-4.8	0.04	AFS
91282CDN8			Fixed			12/24	100.00		94.75		-5.3%	1.7	1.64	
T 1 12/15/24	T	5,000	1.000			12/15/24	5,000	1.00	4,738	4.22	-263	-4.8	0.04	AFS
91282CDN8			Fixed			12/24	100.00		94.75		-5.3%	1.7	1.64	
T 1 12/15/24	T	5,000	1.000			12/15/24	5,000	1.00	4,738	4.22	-263	-4.8	0.04	AFS
9128283P3			Fixed			12/24	100.00		96.72		-3.3%	1.7	1.67	
T 2 1/4 12/31/24	T	3,000	2.250			12/31/24	3,000	2.25	2,902	4.22	-98	-4.9	0.04	AFS
9128284S6			Fixed			05/23	100.00		99.66		-0.3%	0.2	0.17	
T 2 3/4 05/31/23	T	2,815	2.750			05/31/23	2,815	2.75	2,805	4.81	-10	-0.5	0.00	AFS
9128285T3			Fixed			12/25	100.00		96.77		-3.2%	2.6	2.59	
T 2 5/8 12/31/25	T	5,000	2.625			12/31/25	5,000	2.62	4,839	3.87	-162	-7.5	0.08	AFS
9128285T3			Fixed			12/25	100.00		96.77		-3.2%	2.6	2.59	
T 2 5/8 12/31/25	T	3,000	2.625			12/31/25	3,000	2.62	2,903	3.87	-97	-7.5	0.08	AFS
9128286F2			Fixed			02/26	100.00		96.34		-3.7%	2.8	2.75	
T 2 1/2 02/28/26	T	3,000	2.500			02/28/26	3,000	2.50	2,890	3.84	-110	-7.9	0.09	AFS
9128286L9			Fixed			03/26	100.00		95.64		-4.4%	2.9	2.84	
T 2 1/4 03/31/26	T	3,200	2.250			03/31/26	3,200	2.25	3,060	3.80	-140	-8.1	0.10	AFS
Treasury							100.00		96.62		-3.4%	1.4	1.37	
		74,015	1.577				74,015	1.58	71,510	4.40	-2,505	-4.0	0.03	
3133EKPT7			Fixed			06/23	100.00		99.51		-0.5%	0.2	0.18	
FFCB 2 1/8 06/05/23	FFCB	5,000	2.125			06/05/23	5,000	2.12	4,976	4.87	-25	-0.5	0.00	AFS
3135G06G3			Fixed			11/25	100.00		91.38		-8.6%	2.6	2.52	
FNMA 0 1/2 11/07/25	FNMA	3,000	0.500			11/07/25	3,000	0.50	2,741	4.02	-259	-7.2	0.07	AFS
3133EJYM5			Fixed			09/25	100.00		97.63		-2.4%	2.3	2.30	
FFCB 3.02 09/04/25	FFCB	1,000	3.020			09/04/25	1,000	3.02	976	4.05	-24	-6.6	0.06	AFS
3133EJYM5			Fixed			09/25	100.00		97.63		-2.4%	2.3	2.30	
FFCB 3.02 09/04/25	FFCB	2,000	3.020			09/04/25	2,000	3.02	1,953	4.05	-47	-6.6	0.06	AFS

Agency - CUSIP Detail

CUSIP / Security Description	Ticker	Par	Cpn Type / Coupon	Next Call Dt / Call Type	Step Date / Step Cpn	Maturity Proj. / Final	Book Price / Value	Book Yield	Market Price / Value	Market bp⟶call / Yield	Gain/(Loss) % / $	% Px Δ -100 / +300	Eff. Dur / Cvx	ESG/Gr Intent
Agency Bullet							100.00		96.78		-3.2%	1.4	1.37	
		11,000	1.926				11,000	1.92	10,646	4.43	-354	-3.9	0.04	
3134GWUG9			Fixed	06/24/23		09/25	100.00		91.52	-517	-8.5%	2.3	2.35	
FHLMC 0.57 09/24/25	FHLMC	10,000	0.570	Quarterly		09/24/25	10,000	0.57	9,152	4.20	-848	-6.9	0.06	AFS
3134GXBM5			Fixed	05/12/23		11/25	100.00		91.15	-525	-8.9%	2.5	2.47	
FHLMC 0.6 11/12/25	FHLMC	1,150	0.600	Quarterly		11/12/25	1,150	0.60	1,048	4.21	-102	-7.2	0.03	AFS
3130AMRQ7			Fixed	06/30/23		12/25	100.00		91.48	-504	-8.5%	2.5	2.56	
FHLB 0 7/8 12/30/25	FHLB	3,000	0.875	Quarterly		12/30/25	3,000	0.87	2,744	4.19	-256	-7.5	0.03	AFS
3130AQRH8			Fixed	05/25/23		02/27	100.00		92.36	-399	-7.6%	3.0	3.20	
FHLB 2 02/25/27	FHLB	5,000	2.000	Quarterly		02/25/27	5,000	2.00	4,618	4.14	-382	-9.9	-0.17	AFS
3134GW4C7			Fixed	04/27/23		10/26	100.00		89.09	-514	-10.9%	3.3	3.30	
FHLMC 0.8 10/27/26	FHLMC	5,000	0.800	Quarterly		10/27/26	5,000	0.80	4,455	4.11	-546	-9.6	-0.03	AFS
3133ENJC5			Fixed	12/22/23		12/26	100.00		90.31	-445	-9.7%	3.2	3.30	
FFCB 1.29 12/22/26	FFCB	5,000	1.290	Anytime		12/22/26	5,000	1.29	4,516	4.12	-485	-9.8	-0.02	AFS
3130AL5A8			Fixed	05/26/23		02/27	100.00		88.85	-506	-11.2%	3.5	3.57	
FHLB 0.9 02/26/27	FHLB	5,000	0.900	Quarterly		02/26/27	5,000	0.90	4,443	4.01	-558	-10.4	-0.08	AFS
3130AN5C0			Fixed	04/29/23		04/26	100.00		90.99	-482	-9.0%	2.8	2.82	
FHLB 1.05 04/29/26	FHLB	4,000	1.050	Quarterly		04/29/26	4,000	1.05	3,640	4.20	-360	-8.3	0.01	AFS
3130ARHJ3			Fixed	04/19/23		04/27	100.00		95.43	-296	-4.6%	2.3	2.59	
FHLB 3.175 04/19/27	FHLB	5,000	3.175	Monthly		04/19/27	5,000	3.17	4,772	4.42	-229	-9.3	-0.56	AFS
3130AQEA7			Fixed	07/14/23		01/25	100.00		93.99	-470	-6.0%	1.7	1.70	
FHLB 1.05 01/14/25	FHLB	7,000	1.050	Quarterly		01/14/25	7,000	1.05	6,579	4.59	-421	-5.0	0.03	AFS
3133EMUP5			Fixed	04/18/23		04/25	100.00		92.98	-518	-7.0%	1.9	1.90	
FFCB 0.71 04/01/25	FFCB	5,000	0.710	Anytime		04/01/25	5,000	0.71	4,649	4.41	-351	-5.6	-0.02	AFS
3133ENHW3			Fixed	04/18/23		06/25	100.00		93.40	-463	-6.6%	2.0	2.06	
FFCB 1.17 06/23/25	FFCB	10,000	1.170	Anytime		06/23/25	10,000	1.17	9,340	4.30	-660	-6.1	0.02	AFS
3133ELK37			Fixed	04/18/23		06/25	100.00		92.67	-504	-7.3%	2.1	2.08	
FFCB 0.78 06/16/25	FFCB	5,000	0.780	Anytime		06/16/25	5,000	0.78	4,634	4.29	-367	-6.1	-0.04	AFS
3136G4ZP1			Fixed	04/30/23		07/25	100.00		92.13	-516	-7.9%	2.2	2.20	
FNMA 0.65 07/30/25	FNMA	3,500	0.650	Quarterly		07/30/25	3,500	0.65	3,225	4.23	-275	-6.5	-0.01	AFS
3133EL3P7			Fixed	04/18/23		08/25	100.00		91.77	-532	-8.2%	2.2	2.24	
FFCB 0.53 08/12/25	FFCB	1,810	0.530	Anytime		08/12/25	1,810	0.53	1,661	4.22	-149	-6.6	0.03	AFS
3130AQDY6			Fixed	04/18/23		12/24	100.00		94.28	-470	-5.7%	1.6	1.65	
FHLB 1 12/30/24	FHLB	6,750	1.000	Anytime		12/30/24	6,750	1.00	6,364	4.43	-386	-4.9	0.02	AFS
3133EL2X1			Fixed	04/18/23		05/24	100.00		95.28	-523	-4.7%	1.1	1.06	
FFCB 0.42 05/06/24	FFCB	2,000	0.420	Anytime		05/06/24	2,000	0.42	1,906	4.88	-94	-3.1	0.02	AFS
3130AMQR6			Fixed	06/07/23		06/24	100.00		94.89	-525	-5.1%	1.2	1.14	
FHLB 0.35 06/07/24	FHLB	3,000	0.350	Quarterly		06/07/24	3,000	0.35	2,847	4.83	-153	-3.3	0.02	AFS
3130AMHH8			Fixed	06/01/23		08/24	100.00		94.49	-521	-5.5%	1.3	1.28	
FHLB 0.41 08/01/24	FHLB	4,000	0.410	Quarterly		08/01/24	4,000	0.41	3,780	4.71	-220	-3.7	0.02	AFS

Agency - CUSIP Detail

CUSIP / Security Description	Ticker	Par	Cpn Type / Coupon	Next Call Dt / Call Type	Step Date / Step Cpn	Maturity Proj. / Final	Book Price / Value	Book Yield	Market Price / Value	Market bp⟶ call / Yield	Gain/(Loss) % / $	% Px Δ -100 / +300	Eff. Dur / Cvx	ESG/Gr Intent
3134GWNG7			Fixed	05/27/23		11/24	100.00		93.64	-507	-6.4%	1.6	1.59	
FHLMC 0 1/2 11/27/24	FHLMC	2,000	0.500	Quarterly		11/27/24	2,000	0.50	1,873	4.52	-127	-4.6	0.02	AFS
Callable Agency							100.00		92.52		-7.5%	2.3	2.29	
		93,210	1.020				93,210	1.02	86,242	4.33	-6,968	-6.9	-0.03	
Total							100.00		94.49		-5.5%	1.8	1.84	
		178,225	1.307				178,225	1.31	168,398	4.37	-9,827	-5.5	0.00	

Corporate - CUSIP Detail

CUSIP / Security Description	Sector / Subsector	Par Value	Cpn	Maturity	Index Margin	Rating S&P / Moody's	Book Price Value	Book Yield	Market Price Value	Market Yield	Gain/(Loss) % / $	% Px Δ -100 / +300	Eff. Dur / Cvx	ESG/Gr Intent
30231GBL5	Industrial					AA-	100.00		99.89		-0.1%	0.0	0.04	
XOM 1.571 04/15/23	Energy Company	5,000	1.571	04/15/23		Aa2	5,000	1.57	4,995	4.23	-6	-0.1	0.00	AFS
166764BV1	Industrial					AA-	100.00		99.52		-0.5%	0.1	0.11	
CVX 1.141 05/11/23	Energy Company	2,075	1.141	05/11/23		Aa2	2,075	1.14	2,065	5.41	-10	-0.3	0.00	AFS
Industrial						AA-	100.00		99.78		-0.2%	0.1	0.06	
		7,075	1.445			Aa2	7,075	1.44	7,060	4.57	-15	-0.2	0.00	
Total						AA-	100.00		99.78		-0.2%	0.1	0.06	
		7,075	1.445			Aa2	7,075	1.44	7,060	4.57	-15	-0.2	0.00	

CD - CUSIP Detail

CUSIP Security Description	Ticker	Par Value	Coupon Type Rate	Step Date Rate	Maturity Proj. Final	Book Price Value	 Yield	Market Price Value	 Yield	Gain/(Loss) % $	% Px Δ -100 +300	Effective Dur Cvx	ESG/Gr Intent
61747MX30			Fixed		05/23	100.00		99.73		-0.3%	0.1	0.11	
MS 3.15 05/10/23	MS	245	3.150		05/10/23	245	3.09	244	5.54	-1	-0.3	0.00	AFS
87164WWF1			Fixed		05/23	100.00		100.00		0.0%	0.1	0.11	
SYF 3.15 05/11/23	SYF	245	3.150		05/11/23	245	3.09	245	3.09	0	-0.3	0.00	AFS
17312QL23			Fixed		05/23	100.00		99.82		-0.2%	0.1	0.11	
C 3.15 05/11/23	C	245	3.150		05/11/23	245	3.09	245	4.68	0	-0.3	0.00	AFS
20033AYE0			Fixed		05/23	100.00		100.00		0.0%	0.1	0.12	
ADS 3.1 05/15/23	ADS	245	3.100		05/15/23	245	3.08	245	3.08	0	-0.4	0.00	AFS
NCD						100.00		99.89		-0.1%	0.1	0.12	
		980	3.138			980	3.09	979	4.10	-1	-0.3	0.00	
Total						100.00		99.89		-0.1%	0.1	0.12	
		980	3.138			980	3.09	979	4.10	-1	-0.3	0.00	

Other - CUSIP Detail

CUSIP	Ticker	Par Value	Coupon Type Rate	Step Date Rate	Maturity Proj. Final	Book Price Value	Book Yield	Market Price Value	Market Yield	Gain/(Loss) % $	% Px Δ -100 +300	Effective Dur Cvx	ESG/Gr Intent
			Fixed		04/23	100.00		100.00		0.0%	0.1	0.08	
PLMDLCAMP		256	0.300		04/30/23	256	0.30	256	0.30	0	-0.2	0.00	AFS
			Fixed		04/23	100.00		100.00		0.0%	0.1	0.08	
PLMDLLAIF		31,088	0.780		04/30/23	31,088	0.78	31,088	0.78	0	-0.2	0.00	AFS
			Fixed		04/23	100.00		100.00		0.0%	0.1	0.08	
PLMDLLAIF		47,529	0.780		04/30/23	47,529	0.78	47,529	0.78	0	-0.2	0.00	AFS
			Fixed		04/23	100.00		100.00		0.0%	0.1	0.08	
PLMDLLAIF		40,618	0.780		04/30/23	40,618	0.78	40,618	0.78	0	-0.2	0.00	AFS
						100.00		100.00		0.0%	0.1	0.08	
Cash & Other		119,491	0.779			119,491	0.78	119,491	0.78	0	-0.2	0.00	
						100.00		100.00		0.0%	0.1	0.08	
Total		119,491	0.779			119,491	0.78	119,491	0.78	0	-0.2	0.00	

Shocked CUSIP Analysis

CUSIP / Description	Par Value / Coupon / Maturity	-300 $ Amt Δ Mkt Px	-300 % Px Δ Mkt Yld WAL	-200 $ Amt Δ Mkt Px	-200 % Px Δ Mkt Yld WAL	-100 $ Amt Δ Mkt Px	-100 % Px Δ Mkt Yld WAL	Base $ Amt Δ Mkt Px Dur	Base % Px Δ Mkt Yld WAL	+100 $ Amt Δ Mkt Px	+100 % Px Δ Mkt Yld WAL	+200 $ Amt Δ Mkt Px	+200 % Px Δ Mkt Yld WAL	+300 $ Amt Δ Mkt Px	+300 % Px Δ Mkt Yld WAL
	2,000	61	3.21%	41	2.15%	20	1.07%	0	0.00%	-20	-1.05%	-40	-2.08%	-59	-3.09%
3133EL2X1	0.42	98.34	1.95	97.33	2.91	96.30	3.89	95.28	4.88	94.28	5.86	93.30	6.85	92.34	7.82
FFCB 0.42 05/06/24	05/06/2024		1.10		1.10		1.10	1.06	1.10		1.10		1.10		1.10
	1,810	105	6.30%	73	4.38%	37	2.24%	0	0.00%	-37	-2.24%	-74	-4.43%	-109	-6.58%
3133EL3P7	0.53	97.55	1.59	95.79	2.37	93.82	3.26	91.77	4.22	89.72	5.20	87.70	6.20	85.73	7.19
FFCB 0.53 08/12/25	08/12/2025		2.37		2.37		2.37	2.24	2.37		2.37		2.37		2.37
	5,000	249	5.36%	173	3.71%	88	1.89%	0	0.00%	-88	-1.90%	-175	-3.76%	-260	-5.59%
3133EMUP5	0.71	97.96	1.75	96.43	2.55	94.74	3.45	92.98	4.41	91.22	5.40	89.48	6.39	87.78	7.38
FFCB 0.71 04/01/25	04/01/2025		2.00		2.00		2.00	1.90	2.00		2.00		2.00		2.00
	5,000	267	5.77%	187	4.03%	96	2.06%	0	0.00%	-96	-2.08%	-191	-4.13%	-284	-6.14%
3133ELK37	0.78	98.02	1.70	96.40	2.46	94.58	3.34	92.67	4.29	90.74	5.27	88.84	6.26	86.98	7.26
FFCB 0.78 06/16/25	06/16/2025		2.21		2.21		2.21	2.08	2.21		2.21		2.21		2.21
	10,000	514	5.50%	365	3.91%	190	2.03%	0	0.00%	-193	-2.07%	-385	-4.13%	-574	-6.14%
3133ENHW3	1.17	98.54	1.84	97.05	2.54	95.30	3.38	93.40	4.30	91.47	5.27	89.55	6.26	87.66	7.26
FFCB 1.17 06/23/25	06/23/2025		2.23		2.23		2.23	2.06	2.23		2.23		2.23		2.23
	5,000	385	8.52%	278	6.16%	147	3.24%	0	0.00%	-151	-3.34%	-300	-6.64%	-444	-9.84%
3133ENJC5	1.29	98.01	1.85	95.87	2.46	93.24	3.23	90.31	4.12	87.30	5.07	84.32	6.05	81.43	7.04
FFCB 1.29 12/22/26	12/22/2026		3.73		3.73		3.73	3.30	3.73		3.73		3.73		3.73
	5,000	27	0.55%	18	0.37%	9	0.18%	0	0.00%	-9	-0.18%	-18	-0.36%	-27	-0.55%
3133EKPT7	2.13	100.06	1.79	99.88	2.81	99.69	3.84	99.51	4.87	99.33	5.90	99.15	6.93	98.97	7.97
FFCB 2 1/8 06/05/23	06/05/2023		0.18		0.18		0.18	0.18	0.18		0.18		0.18		0.18
	1,000	70	7.20%	46	4.73%	23	2.33%	0	0.00%	-22	-2.27%	-44	-4.48%	-65	-6.63%
3133EJYM5	3.02	104.66	1.07	102.25	2.06	99.91	3.06	97.63	4.05	95.41	5.05	93.26	6.05	91.16	7.04
FFCB 3.02 09/04/25	09/04/2025		2.43		2.43		2.43	2.30	2.43		2.43		2.43		2.43
	2,000	141	7.20%	92	4.73%	46	2.33%	0	0.00%	-44	-2.27%	-87	-4.48%	-129	-6.63%
3133EJYM5	3.02	104.66	1.07	102.25	2.06	99.91	3.06	97.63	4.05	95.41	5.05	93.26	6.05	91.16	7.04
FFCB 3.02 09/04/25	09/04/2025		2.43		2.43		2.43	2.30	2.43		2.43		2.43		2.43
	3,000	190	6.94%	134	4.89%	69	2.53%	0	0.00%	-70	-2.56%	-139	-5.08%	-207	-7.53%
3130AMRQ7	0.88	97.83	1.69	95.96	2.40	93.80	3.25	91.48	4.19	89.14	5.16	86.84	6.15	84.59	7.14
FHLB 0 7/8 12/30/25	12/30/2025		2.75		2.75		2.75	2.56	2.75		2.75		2.75		2.75
	3,000	99	3.47%	66	2.32%	33	1.15%	0	0.00%	-32	-1.13%	-64	-2.24%	-95	-3.33%
3130AMQR6	0.35	98.18	1.91	97.09	2.86	95.98	3.84	94.89	4.83	93.82	5.82	92.76	6.81	91.73	7.78
FHLB 0.35 06/07/24	06/07/2024		1.19		1.19		1.19	1.14	1.19		1.19		1.19		1.19
	4,000	146	3.86%	98	2.60%	49	1.30%	0	0.00%	-48	-1.27%	-95	-2.52%	-142	-3.75%
3130AMHH8	0.41	98.14	1.83	96.95	2.75	95.72	3.73	94.49	4.71	93.29	5.70	92.11	6.68	90.95	7.67
FHLB 0.41 08/01/24	08/01/2024		1.34		1.34		1.34	1.28	1.34		1.34		1.34		1.34

Shocked CUSIP Analysis

CUSIP / Description	Par Value / Coupon / Maturity	-300 $ Amt Δ Mkt Px	-300 % Px Δ Mkt Yld	-300 WAL	-200 $ Amt Δ Mkt Px	-200 % Px Δ Mkt Yld	-200 WAL	-100 $ Amt Δ Mkt Px	-100 % Px Δ Mkt Yld	-100 WAL	Base $ Amt Δ Mkt Px	Base % Px Δ Mkt Yld	Base Dur / WAL	+100 $ Amt Δ Mkt Px	+100 % Px Δ Mkt Yld	+100 WAL	+200 $ Amt Δ Mkt Px	+200 % Px Δ Mkt Yld	+200 WAL	+300 $ Amt Δ Mkt Px	+300 % Px Δ Mkt Yld	+300 WAL
	5,000	423	9.52%		302	6.80%		156	3.52%		0	0.00%		-158	-3.56%		-313	-7.05%		-462	-10.41%	
3130AL5A8	0.90	97.31	1.61		94.89	2.28		91.98	3.10		88.85	4.01		85.68	4.98		82.59	5.96		79.60	6.95	
FHLB 0.9 02/26/27	02/26/2027		3.91			3.91			3.91		3.57	3.91			3.91			3.91			3.91	
	6,750	292	4.59%		204	3.21%		104	1.64%		0	0.00%		-105	-1.65%		-208	-3.27%		-310	-4.87%	
3130AQDY6	1.00	98.61	1.81		97.30	2.59		95.83	3.48		94.28	4.43		92.73	5.41		91.19	6.40		89.69	7.39	
FHLB 1 12/30/24	12/30/2024		1.75			1.75			1.75		1.65	1.75			1.75			1.75			1.75	
	7,000	314	4.77%		218	3.31%		111	1.69%		0	0.00%		-111	-1.69%		-221	-3.36%		-328	-4.99%	
3130AQEA7	1.05	98.47	1.92		97.10	2.72		95.58	3.62		93.99	4.59		92.40	5.57		90.83	6.56		89.30	7.56	
FHLB 1.05 01/14/25	01/14/2025		1.79			1.79			1.79		1.70	1.79			1.79			1.79			1.79	
	4,000	275	7.56%		196	5.38%		102	2.79%		0	0.00%		-103	-2.83%		-205	-5.62%		-303	-8.33%	
3130AN5C0	1.05	97.87	1.76		95.88	2.45		93.53	3.27		90.99	4.20		88.41	5.17		85.88	6.15		83.41	7.14	
FHLB 1.05 04/29/26	04/29/2026		3.08			3.08			3.08		2.82	3.08			3.08			3.08			3.08	
	5,000	339	7.34%		256	5.54%		140	3.03%		0	0.00%		-152	-3.29%		-307	-6.64%		-458	-9.93%	
3130AQRH8	2.00	99.14	2.23		97.48	2.68		95.16	3.33		92.36	4.14		89.32	5.05		86.22	6.01		83.19	6.99	
FHLB 2 02/25/27	02/25/2027		3.90			3.90			3.90		3.20	3.90			3.90			3.90			3.90	
	5,000	231	4.84%		189	3.96%		111	2.33%		0	0.00%		-137	-2.87%		-288	-6.04%		-443	-9.29%	
3130ARHJ3	3.18	100.05	2.21		99.21	3.38		97.66	3.80		95.43	4.42		92.69	5.20		89.67	6.09		86.57	7.04	
FHLB 3.175 04/19/27	04/19/2027		0.05			4.05			4.05		2.59	4.05			4.05			4.05			4.05	
	2,000	88	4.67%		60	3.18%		30	1.60%		0	0.00%		-30	-1.58%		-59	-3.13%		-87	-4.65%	
3134GWNG7	0.50	98.02	1.72		96.62	2.60		95.14	3.54		93.64	4.52		92.16	5.51		90.71	6.50		89.29	7.49	
FHLMC 0 1/2 11/27/24	11/27/2024		1.66			1.66			1.66		1.59	1.66			1.66			1.66			1.66	
	10,000	603	6.59%		420	4.59%		215	2.35%		0	0.00%		-215	-2.34%		-425	-4.65%		-631	-6.89%	
3134GWUG9	0.57	97.55	1.58		95.72	2.36		93.67	3.24		91.52	4.20		89.37	5.19		87.27	6.18		85.21	7.18	
FHLMC 0.57 09/24/25	09/24/2025		2.48			2.48			2.48		2.35	2.48			2.48			2.48			2.48	
	1,150	72	6.91%		50	4.82%		26	2.46%		0	0.00%		-26	-2.46%		-51	-4.88%		-76	-7.24%	
3134GXBM5	0.60	97.45	1.60		95.54	2.37		93.40	3.25		91.15	4.21		88.90	5.19		86.70	6.18		84.55	7.18	
FHLMC 0.6 11/12/25	11/12/2025		2.62			2.62			2.62		2.47	2.62			2.62			2.62			2.62	
	5,000	402	9.02%		284	6.38%		146	3.28%		0	0.00%		-147	-3.30%		-290	-6.51%		-429	-9.62%	
3134GW4C7	0.80	97.12	1.63		94.77	2.33		92.01	3.18		89.09	4.11		86.15	5.08		83.29	6.07		80.52	7.06	
FHLMC 0.8 10/27/26	10/27/2026		3.58			3.58			3.58		3.30	3.58			3.58			3.58			3.58	
	3,000	217	7.92%		143	5.20%		70	2.56%		0	0.00%		-68	-2.49%		-134	-4.90%		-199	-7.25%	
3135G06G3	0.50	98.62	1.04		96.13	2.03		93.72	3.03		91.38	4.02		89.11	5.02		86.90	6.01		84.76	7.01	
FNMA 0 1/2 11/07/25	11/07/2025		2.60			2.60			2.60		2.52	2.60			2.60			2.60			2.60	
	3,500	198	6.14%		138	4.28%		71	2.19%		0	0.00%		-71	-2.20%		-141	-4.36%		-209	-6.47%	
3136G4ZP1	0.65	97.79	1.62		96.08	2.39		94.15	3.28		92.13	4.23		90.10	5.21		88.11	6.20		86.17	7.20	
FNMA 0.65 07/30/25	07/30/2025		2.33			2.33			2.33		2.20	2.33			2.33			2.33			2.33	

Shocked CUSIP Analysis

		-300		-200		-100		Base		+100		+200		+300	
CUSIP	Par Value	$ Amt Δ	% Px Δ	$ Amt Δ	% Px Δ	$ Amt Δ	% Px Δ	$ Amt Δ	% Px Δ	$ Amt Δ	% Px Δ	$ Amt Δ	% Px Δ	$ Amt Δ	% Px Δ
Description	Coupon	Mkt Px	Mkt Yld	Mkt Px	Mkt Yld	Mkt Px	Mkt Yld	Mkt Px	Mkt Yld	Mkt Px	Mkt Yld	Mkt Px	Mkt Yld	Mkt Px	Mkt Yld
	Maturity		WAL		WAL		WAL	Dur	WAL		WAL		WAL		WAL
	10,000	205	2.12%	136	1.40%	67	0.70%	0	0.00%	-66	-0.69%	-132	-1.36%	-196	-2.03%
91282CBA8	0.13	98.89	1.70	98.20	2.71	97.51	3.71	96.84	4.71	96.18	5.71	95.52	6.70	94.88	7.69
T 0 1/8 12/15/23	12/15/2023		0.71		0.71		0.71	0.69	0.71		0.71		0.71		0.71
	5,000	103	2.12%	68	1.40%	34	0.70%	0	0.00%	-33	-0.69%	-66	-1.36%	-98	-2.03%
91282CBA8	0.13	98.89	1.70	98.20	2.71	97.51	3.71	96.84	4.71	96.18	5.71	95.52	6.70	94.88	7.69
T 0 1/8 12/15/23	12/15/2023		0.71		0.71		0.71	0.69	0.71		0.71		0.71		0.71
	5,000	243	5.12%	160	3.37%	79	1.67%	0	0.00%	-77	-1.63%	-153	-3.22%	-226	-4.78%
91282CDN8	1.00	99.60	1.24	97.95	2.23	96.33	3.23	94.75	4.22	93.21	5.21	91.70	6.20	90.22	7.18
T 1 12/15/24	12/15/2024		1.71		1.71		1.71	1.64	1.71		1.71		1.71		1.71
	5,000	243	5.12%	160	3.37%	79	1.67%	0	0.00%	-77	-1.63%	-153	-3.22%	-226	-4.78%
91282CDN8	1.00	99.60	1.24	97.95	2.23	96.33	3.23	94.75	4.22	93.21	5.21	91.70	6.20	90.22	7.18
T 1 12/15/24	12/15/2024		1.71		1.71		1.71	1.64	1.71		1.71		1.71		1.71
	10,000	485	5.12%	320	3.37%	158	1.67%	0	0.00%	-154	-1.63%	-305	-3.22%	-453	-4.78%
91282CDN8	1.00	99.60	1.24	97.95	2.23	96.33	3.23	94.75	4.22	93.21	5.21	91.70	6.20	90.22	7.18
T 1 12/15/24	12/15/2024		1.71		1.71		1.71	1.64	1.71		1.71		1.71		1.71
	3,000	251	8.69%	165	5.69%	81	2.80%	0	0.00%	-78	-2.71%	-154	-5.33%	-227	-7.87%
9128286F2	2.50	104.71	0.86	101.83	1.85	99.04	2.85	96.34	3.84	93.73	4.83	91.20	5.82	88.76	6.82
T 2 1/2 02/28/26	02/28/2026		2.92		2.92		2.92	2.75	2.92		2.92		2.92		2.92
	3,200	274	8.96%	180	5.87%	88	2.89%	0	0.00%	-85	-2.79%	-168	-5.49%	-248	-8.10%
9128286L9	2.25	104.21	0.83	101.26	1.82	98.40	2.81	95.64	3.80	92.97	4.79	90.39	5.79	87.89	6.78
T 2 1/4 03/31/26	03/31/2026		3.00		3.00		3.00	2.84	3.00		3.00		3.00		3.00
	5,000	157	3.21%	103	2.12%	51	1.05%	0	0.00%	-50	-1.03%	-99	-2.04%	-148	-3.03%
9128286R6	2.25	100.63	1.66	99.57	2.66	98.52	3.65	97.50	4.64	96.50	5.63	95.51	6.61	94.55	7.59
T 2 1/4 04/30/24	04/30/2024		1.08		1.08		1.08	1.03	1.08		1.08		1.08		1.08
	5,000	110	2.24%	73	1.48%	36	0.74%	0	0.00%	-36	-0.73%	-71	-1.44%	-105	-2.14%
912828V23	2.25	100.37	1.76	99.63	2.76	98.89	3.77	98.17	4.77	97.46	5.77	96.76	6.76	96.07	7.75
T 2 1/4 12/31/23	12/31/2023		0.75		0.75		0.75	0.73	0.75		0.75		0.75		0.75
	4,000	88	2.24%	58	1.48%	29	0.74%	0	0.00%	-28	-0.73%	-57	-1.44%	-84	-2.14%
912828V23	2.25	100.37	1.76	99.63	2.76	98.89	3.77	98.17	4.77	97.46	5.77	96.76	6.76	96.07	7.75
T 2 1/4 12/31/23	12/31/2023		0.75		0.75		0.75	0.73	0.75		0.75		0.75		0.75
	3,000	151	5.22%	100	3.44%	49	1.70%	0	0.00%	-48	-1.66%	-95	-3.28%	-141	-4.87%
9128283P3	2.25	101.77	1.23	100.04	2.23	98.36	3.22	96.72	4.22	95.11	5.21	93.55	6.20	92.01	7.19
T 2 1/4 12/31/24	12/31/2024		1.75		1.75		1.75	1.67	1.75		1.75		1.75		1.75
	2,815	14	0.51%	10	0.34%	5	0.17%	0	0.00%	-5	-0.17%	-9	-0.34%	-14	-0.51%
9128284S6	2.75	100.17	1.73	100.00	2.75	99.83	3.78	99.66	4.81	99.49	5.84	99.32	6.88	99.16	7.92
T 2 3/4 05/31/23	05/31/2023		0.17		0.17		0.17	0.17	0.17		0.17		0.17		0.17

Shocked CUSIP Analysis

CUSIP / Description	Par Value / Coupon / Maturity	-300 $ Amt Δ Mkt Px	-300 % Px Δ Mkt Yld	-300 WAL	-200 $ Amt Δ Mkt Px	-200 % Px Δ Mkt Yld	-200 WAL	-100 $ Amt Δ Mkt Px	-100 % Px Δ Mkt Yld	-100 WAL	Base $ Amt Δ Mkt Px	Base % Px Δ Mkt Yld	Base Dur / WAL	+100 $ Amt Δ Mkt Px	+100 % Px Δ Mkt Yld	+100 WAL	+200 $ Amt Δ Mkt Px	+200 % Px Δ Mkt Yld	+200 WAL	+300 $ Amt Δ Mkt Px	+300 % Px Δ Mkt Yld	+300 WAL
	5,000	110	2.24%		73	1.48%		36	0.74%		0	0.00%		-36	-0.72%		-71	-1.44%		-105	-2.14%	
9128285U0	2.63	100.69	1.71		99.94	2.71		99.20	3.72		98.48	4.72		97.77	5.72		97.06	6.71		96.37	7.70	
T 2 5/8 12/31/23	12/31/2023		0.75			0.75			0.75		0.73	0.75			0.75			0.75			0.75	
	5,000	396	8.19%		260	5.38%		128	2.65%		0	0.00%		-124	-2.56%		-244	-5.05%		-361	-7.46%	
9128285T3	2.63	104.70	0.89		101.97	1.89		99.33	2.88		96.77	3.87		94.29	4.87		91.88	5.86		89.55	6.86	
T 2 5/8 12/31/25	12/31/2025		2.75			2.75			2.75		2.59	2.75			2.75			2.75			2.75	
	3,000	238	8.19%		156	5.38%		77	2.65%		0	0.00%		-74	-2.56%		-147	-5.05%		-217	-7.46%	
9128285T3	2.63	104.70	0.89		101.97	1.89		99.33	2.88		96.77	3.87		94.29	4.87		91.88	5.86		89.55	6.86	
T 2 5/8 12/31/25	12/31/2025		2.75			2.75			2.75		2.59	2.75			2.75			2.75			2.75	
Treasury/Agency	178,225	8,777	5.21%		6,051	3.59%		3,087	1.83%		0	0.00%		-3,108	-1.85%		-6,178	-3.67%		-9,181	-5.45%	
	1.31	99.41	1.61		97.88	2.49		96.22	3.41		94.49	4.37		92.74	5.35		91.02	6.34		89.33	7.34	
			1.92			2.03			2.03		1.84	2.03			2.03			2.03			2.03	
	2,075	7	0.34%		5	0.23%		2	0.11%		0	0.00%		-2	-0.11%		-5	-0.23%		-7	-0.34%	
166764BV1	1.14	99.86	2.37		99.75	3.38		99.63	4.39		99.52	5.41		99.41	6.44		99.29	7.46		99.18	8.49	
CVX 1.141 05/11/23	05/11/2023		0.11			0.11			0.11		0.11	0.11			0.11			0.11			0.11	
	5,000	6	0.13%		4	0.08%		2	0.04%		0	0.00%		-2	-0.04%		-4	-0.08%		-6	-0.13%	
30231GBL5	1.57	100.02	1.19		99.97	2.20		99.93	3.21		99.89	4.23		99.85	5.25		99.81	6.27		99.76	7.30	
XOM 1.571 04/15/23	04/15/2023		0.04			0.04			0.04		0.04	0.04			0.04			0.04			0.04	
Corporate	7,075	13	0.19%		9	0.13%		4	0.06%		0	0.00%		-4	-0.06%		-9	-0.13%		-13	-0.19%	
	1.44	99.97	1.54		99.91	2.54		99.84	3.56		99.78	4.57		99.72	5.59		99.66	6.62		99.59	7.65	
			0.06			0.06			0.06		0.06	0.06			0.06			0.06			0.06	
	245	1	0.37%		1	0.25%		0	0.12%		0	0.00%		0	-0.12%		-1	-0.25%		-1	-0.37%	
20033AYE0	3.10	100.37	0.07		100.25	1.07		100.12	2.07		100.00	3.08		99.88	4.09		99.75	5.10		99.63	6.12	
ADS 3.1 05/15/23	05/15/2023		0.13			0.13			0.13		0.12	0.13			0.13			0.13			0.13	
	245	1	0.34%		1	0.23%		0	0.11%		0	0.00%		0	-0.11%		-1	-0.23%		-1	-0.34%	
17312QL23	3.15	100.16	1.65		100.05	2.66		99.93	3.67		99.82	4.68		99.71	5.70		99.59	6.72		99.48	7.75	
C 3.15 05/11/23	05/11/2023		0.11			0.11			0.11		0.11	0.11			0.11			0.11			0.11	
	245	1	0.34%		1	0.22%		0	0.11%		0	0.00%		0	-0.11%		-1	-0.22%		-1	-0.33%	
61747MX30	3.15	100.07	2.50		99.95	3.51		99.84	4.52		99.73	5.54		99.62	6.57		99.51	7.59		99.40	8.62	
MS 3.15 05/10/23	05/10/2023		0.11			0.11			0.11		0.11	0.11			0.11			0.11			0.11	
	245	1	0.34%		1	0.23%		0	0.11%		0	0.00%		0	-0.11%		-1	-0.23%		-1	-0.34%	
87164WWF1	3.15	100.34	0.08		100.23	1.08		100.11	2.08		100.00	3.09		99.89	4.10		99.77	5.11		99.66	6.13	
SYF 3.15 05/11/23	05/11/2023		0.11			0.11			0.11		0.11	0.11			0.11			0.11			0.11	
CD	980	3	0.35%		2	0.23%		1	0.12%		0	0.00%		-1	-0.12%		-2	-0.23%		-3	-0.35%	
	3.14	100.24	1.07		100.12	2.08		100.00	3.08		99.89	4.10		99.77	5.11		99.66	6.13		99.54	7.15	
			0.12			0.12			0.12		0.12	0.12			0.12			0.12			0.12	

Shocked CUSIP Analysis

		-300		-200		-100		Base		+100		+200		+300	
CUSIP	Par Value	$ Amt Δ	% Px Δ	$ Amt Δ	% Px Δ	$ Amt Δ	% Px Δ	$ Amt Δ	% Px Δ	$ Amt Δ	% Px Δ	$ Amt Δ	% Px Δ	$ Amt Δ	% Px Δ
Description	Coupon	Mkt Px	Mkt Yld	Mkt Px	Mkt Yld	Mkt Px	Mkt Yld	Mkt Px	Mkt Yld	Mkt Px	Mkt Yld	Mkt Px	Mkt Yld	Mkt Px	Mkt Yld
	Maturity		WAL		WAL		WAL	Dur	WAL		WAL		WAL		WAL
	256	1	0.25%	0	0.17%	0	0.08%	0	0.00%	0	-0.08%	0	-0.17%	-1	-0.25%
PLMDLCAMP	0.30	100.25	-2.67	100.17	-1.69	100.08	-0.70	100.00	0.30	99.92	1.30	99.83	2.30	99.75	3.31
CAMP	04/30/2023		0.08		0.08		0.08	0.08	0.08		0.08		0.08		0.08
	47,529	119	0.25%	79	0.17%	39	0.08%	0	0.00%	-39	-0.08%	-79	-0.17%	-118	-0.25%
PLMDLLAIF	0.78	100.25	-2.20	100.17	-1.21	100.08	-0.22	100.00	0.78	99.92	1.78	99.83	2.79	99.75	3.80
LAIF	04/30/2023		0.08		0.08		0.08	0.08	0.08		0.08		0.08		0.08
	40,618	101	0.25%	68	0.17%	34	0.08%	0	0.00%	-34	-0.08%	-67	-0.17%	-101	-0.25%
PLMDLLAIF	0.78	100.25	-2.20	100.17	-1.21	100.08	-0.22	100.00	0.78	99.92	1.78	99.83	2.79	99.75	3.80
LAIF	04/30/2023		0.08		0.08		0.08	0.08	0.08		0.08		0.08		0.08
	31,088	78	0.25%	52	0.17%	26	0.08%	0	0.00%	-26	-0.08%	-52	-0.17%	-77	-0.25%
PLMDLLAIF	0.78	100.25	-2.20	100.17	-1.21	100.08	-0.22	100.00	0.78	99.92	1.78	99.83	2.79	99.75	3.80
LAIF	04/30/2023		0.08		0.08		0.08	0.08	0.08		0.08		0.08		0.08
Other	119,491	298	0.25%	199	0.17%	99	0.08%	0	0.00%	-99	-0.08%	-198	-0.17%	-297	-0.25%
	0.78	100.25	-2.20	100.17	-1.21	100.08	-0.22	100.00	0.78	99.92	1.78	99.83	2.79	99.75	3.80
			0.08		0.08		0.08	0.08	0.08		0.08		0.08		0.08
Total	305,771	9,092	3.07%	6,261	2.12%	3,191	1.08%	0	0.00%	-3,213	-1.09%	-6,387	-2.16%	-9,494	-3.21%
	1.11	99.75	0.11	98.83	1.02	97.82	1.96	96.78	2.92	95.73	3.90	94.69	4.88	93.68	5.87
	1		1.15		1.22		1.22	1.08	1.22		1.22		1.22		1.22

Portfolio Changes

New Securities 12/2022-3/2023

CUSIP	Sector	Security Description	Maturity	Coupon	Original Face	Book Price	Intent
3130AQRH8	Treasury/Agency	FHLB 2 02/25/27	02/25/2027	2.00	5,000,000	100.00	AFS
3130ARHJ3	Treasury/Agency	FHLB 3.175 04/19/27	04/19/2027	3.18	5,000,000	100.00	AFS
9128286L9	Treasury/Agency	T 2 1/4 03/31/26	03/31/2026	2.25	3,200,000	100.00	AFS

Partial Buy12/2022-3/2023

CUSIP	Sector	Security Description	Maturity	Coupon	Original Face	Book Price	Intent	Redemption Type
PLMDLCAMP	Other	CAMP	04/30/2023	0.30	256,024	100.00	AFS	Same CUSIP buys
PLMDLLAIF	Other	LAIF	04/30/2023	0.78	119,234,729	100.00	AFS	Same CUSIP buys

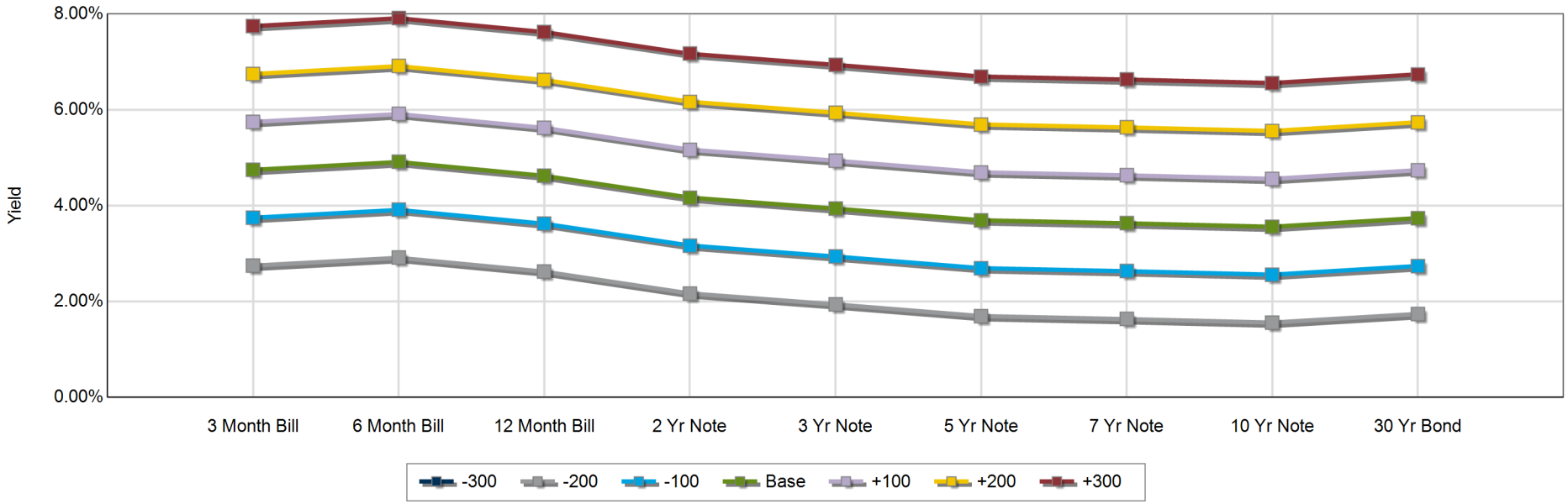
Securities Sold/Redeemed 12/2022-3/2023

CUSIP	Sector	Security Description	Maturity	Coupon	Original Face	Book Price	Intent	Redemption Type
037833DE7	Corporate	AAPL 2.4 01/13/23	01/13/2023	2.40	1,000,000	100.00	AFS	Expired/Matured
30231GAR3	Corporate	XOM 2.726 03/01/23	03/01/2023	2.73	1,000,000	100.00	AFS	Expired/Matured

Shocked Assumptions

	Scenarios						
	Down 300	Down 200	Down 100	Base	Up 100	Up 200	Up 300
Shift Amount	-300	-200	-100	0	100	200	300
Curve Slope Change	0	0	0	0	0	0	0
Shock Horizon	Immediate	Immediate	Immediate	Immediate	Immediate	Immediate	Immediate
Curve Type	Static	Static	Static	Static	Static	Static	Static
Valuation Date	2023-03-31	2023-03-31	2023-03-31	2023-03-31	2023-03-31	2023-03-31	2023-03-31

Yield Curve Scenarios



Report Assumptions

Assumptions

• Calculation Engine	The Yield Book © and ZM Financial
• Cash Flow Model	The Yield Book ©
• Curve Date	Same as Portfolio As Of Date
• Curve Type Used	Swap Curve
• Curve Shape	Immediate Sustained Parallel Shocks
• Price Shock Methodology	Constant OAS for fixed rate securities; immediate market shift for floating rate securities
• Horizon Period	Immediate Time Horizon
• Reinvestment Rate	3 Month T-Bill
• Cost of Funds	1.00%
• Tax Rate	21.0%

Additional Information

Rolloff Yield - Rolloff Yield is the weighted average yield of the cashflows (maturities, calls and paydowns) that roll off during the noted time period. Ending Book Yield is the weighted average yield of the remaining securities at the noted time period.

Shocked Scenarios - All shocked scenarios are instant and parallel and assume a sustained rate cycle from that point on. LIBOR OAS is held constant in order to generate shocked market scenarios and The Yieldbook was used to generate the projected cash flows. In shocked scenarios, 0.01% is considered the floor.

Bonds Likely to be Called - The page identifies all callable agencies which will either be called or mature in the next 12 months in any of the shocked scenarios. The methodology used to determine the call assumes a small internal margin to account for the "cost to call."

Municipals - For taxable institutions, the above tax rate detailed - along with TEFRA adjustments for BQs - is used to calculate TEY unless otherwise input. Ratings are a blend of Moody's and Standard & Poors.

Duration - Duration in the shocked detail section is generated by Yield Book.

Original Face - If original face was not supplied, original face was estimated by dividing current face by current factor.

Yields- All yields are Yield to Projected Scenario. (Assumes 100% of The Yield Book prepayment model).

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Portfolio Exceptions

	Hld ID	Exception Description	CUSIP	Sector	Sub Sector	Indic Table	Security Description	Par Value	Book Price	Market Price
1	7357742	Called	3130A5DH9			AGY	FHLB 2.000 05/18/20 CALd	1,950	100.000	100.000

Portfolio Exceptions Summary

Total Par From Customer	Total Par Excluded	Total Par In Analysis	% Par Excluded	Holding Count From Customer	Holding Count Excluded	Holding Count In Analysis	% Count Excluded
307,721	1,950	305,771	0.63 %	50	1	49	2.00 %

PORTFOLIO REVIEW AND ANALYSIS

City of Palmdale - Successor Agency

Palmdale, CA

As of Date: 03/31/2023 | Pricing as of: 03/31/2023 | Date of Analysis: 04/11/2023

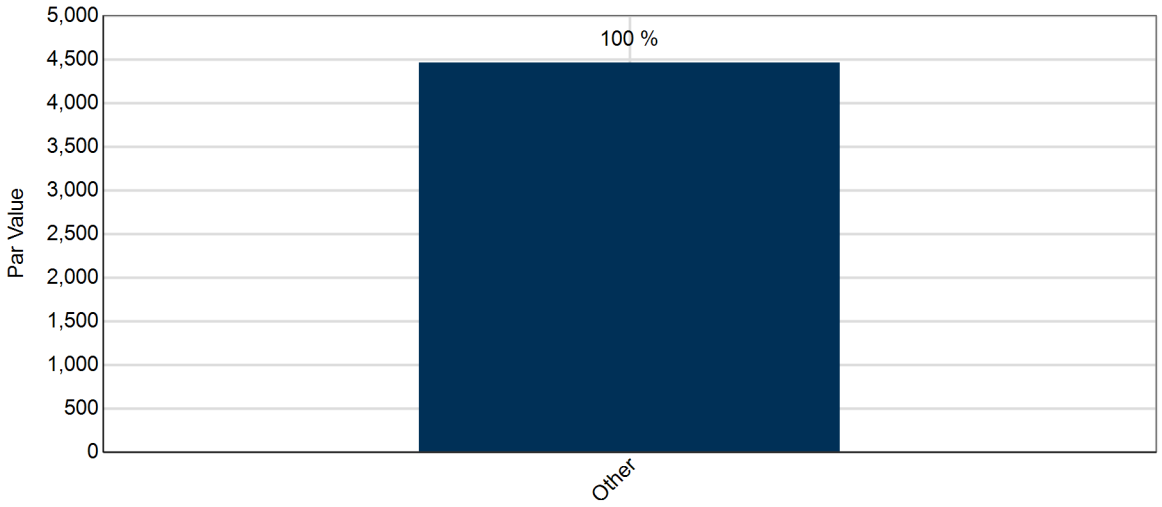
Account Executive: Bill Blackwill



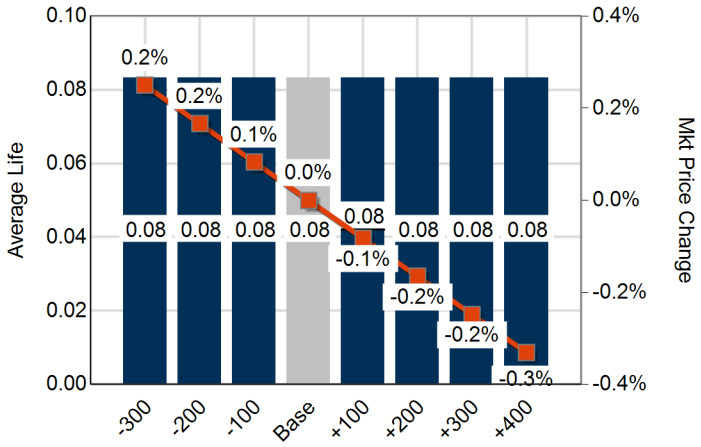
Portfolio Overview

Book Value	4,459
# Securities	1
Average Size (Book)	4,459
Book Yield	0.78
Market Yield	0.78
$ Gain/Loss	0
% Gain/Loss	0.0%
Average Life	0.08
Average Life +300bps	0.08
% Price Change +100bps	-0.08
% Price Change +300bps	-0.25
Effective Duration	0.08
Effective Convexity	0.00
AFS / HTM%	100% / 0%
Fixed / Floating	100% / 0%
ESG/Green Par (000's)	$0 / $0

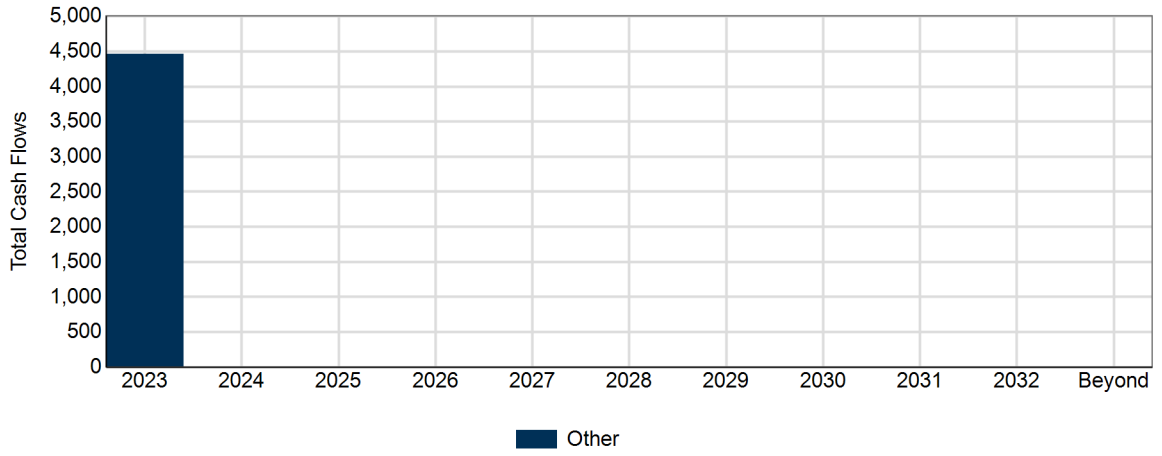
Sector Allocation



Average Life vs Price Sensitivity



Annual Projected Cash Flows By Sector



Historical Portfolio Overview

	03/31/2023	12/31/2022	09/30/2022	06/30/2022
Book Value	4,459	4,433	5,408	8,701
Book Yield	0.78	0.78	0.79	0.78
Book Yield (+100)	0.78	0.78	0.79	0.78
Book Yield (+300)	0.78	0.78	0.79	0.78
Book Yield (-100)	0.78	0.78	0.79	0.78
WAL	0.08	0.01	0.08	0.08
WAL (+100)	0.08	0.01	0.08	0.08
WAL (+300)	0.08	0.01	0.08	0.08
WAL (-100)	0.08	0.01	0.08	0.08
% Price Change (+100)	-0.1%	0.0%	-0.1%	-0.1%
% Price Change (+300)	-0.2%	0.0%	-0.3%	-0.3%
% Price Change (-100)	0.1%	0.0%	0.1%	0.1%
Effective Duration	0.08	0.01	0.09	0.09
Effective Convexity	0.00	0.00	0.00	0.00
$ Gain/Loss	0	0	0	0
% Gain/Loss	0.0%	0.0%	0.0%	0.0%
Principal Cash Flow 2 yrs out	100%	100%	100%	100%
Principal Cash Flow 2 yrs out (+100)	100%	100%	100%	100%
Principal Cash Flow 2 yrs out (+300)	100%	100%	100%	100%
Principal Cash Flow 2 yrs out (-100)	100%	100%	100%	100%

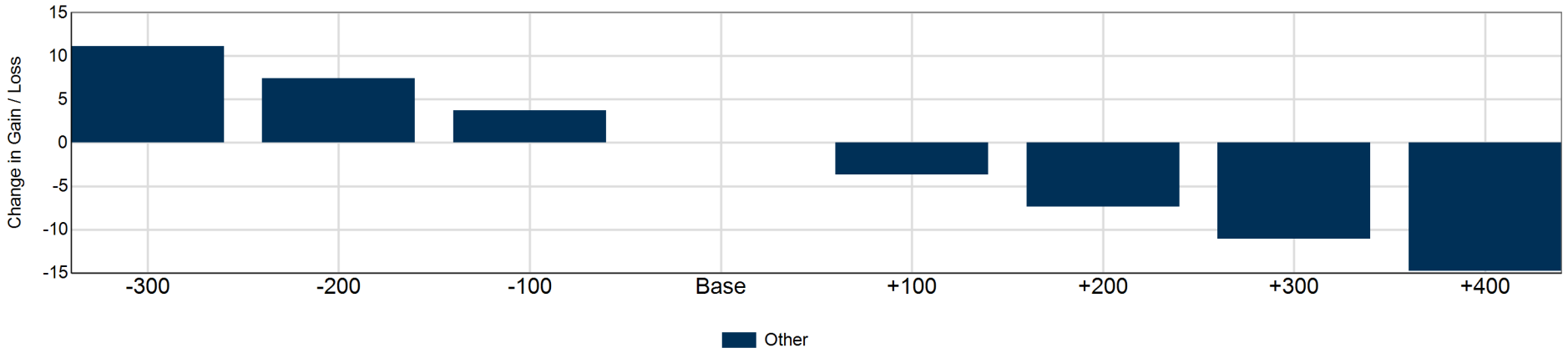
Portfolio Sector Summary

Sector	Portfolio %	Par Value	Cpn	Maturity	Book Value	Book Yield	Market Value	Market Yield	% Price Change -100	% Price Change +100	% Price Change +300	Gain/(Loss) $	Gain/(Loss) %	Effective WAL	Effective Dur	Effective Cvx	AFS %
Cash & Other (1)	100.0%	4,459	0.78	0.1 yrs	4,459	0.78	4,459	0.78	0.1	-0.1	-0.2	0	0.0%	0.08	0.08	0.00	100 %
Other (1)	100.0%	4,459	0.78	0.1 yrs	4,459	0.78	4,459	0.78	0.1	-0.1	-0.2	0	0.0%	0.08	0.08	0.00	100 %
Total (1)	100.0%	4,459	0.78	0.1 yrs	4,459	0.78	4,459	0.78	0.1	-0.1	-0.2	0	0.0%	0.08	0.08	0.00	100 %

Shocked Analysis

	-300	-200	-100	Base	+100	+200	+300
Par Value	4,459	4,459	4,459	4,459	4,459	4,459	4,459
Book Value	4,459	4,459	4,459	4,459	4,459	4,459	4,459
Market Value	4,470	4,466	4,462	4,459	4,455	4,451	4,448
Gain/(Loss)	11	7	4	0	-4	-7	-11
Gain/(Loss) %	0.3%	0.2%	0.1%	0.0%	-0.1%	-0.2%	-0.3%
Gain/(Loss) % - Chg from Base	0.3%	0.2%	0.1%	0.0%	-0.1%	-0.2%	-0.3%
Book Price	100.00	100.00	100.00	100.00	100.00	100.00	100.00
Book Yield	0.78	0.78	0.78	0.78	0.78	0.78	0.78
Market Price	100.25	100.17	100.08	100.00	99.92	99.83	99.75
Market Yield	-2.20	-1.21	-0.22	0.78	1.78	2.79	3.80
WAL	0.08	0.08	0.08	0.08	0.08	0.08	0.08

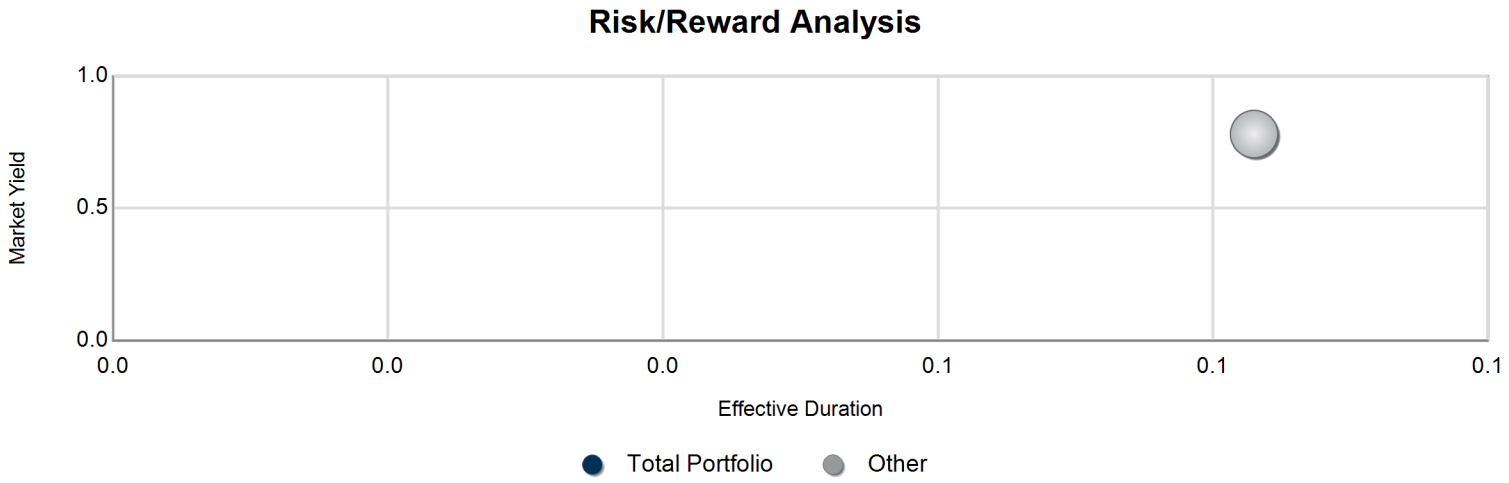
Change in Gain/Loss by Rate Shock Scenario



Price Risk & Market Value Change by Sector

	AFS						HTM					
	% Change in Market Value from Level					Eff	% Change in Market Value from Level					Eff
Sector	-100	Mkt Value	+100	+200	+300	Dur	-100	Mkt Value	+100	+200	+300	Dur
Other	0.1%	4,459	-0.1%	-0.2%	-0.3%	0.1%						
Total	0.1%	4,459	-0.1%	-0.2%	-0.3%	0.1%						
Scenario Market Val	4,462	4,459	4,455	4,451	4,448							
Scenario Gain/Loss	4	0	-4	-7	-11							

Total Portfolio (AFS + HTM):	
% Change in Market Val from Level	
-200 bps	0.2%
-100 bps	0.1%
Level Market Val	4,459
+100 bps	-0.1%
+200 bps	-0.2%
+300 bps	-0.2%
+400 bps	-0.3%
Effective Duration	*0.08*
Effective Convexity	0.00



Peer Group Comparison

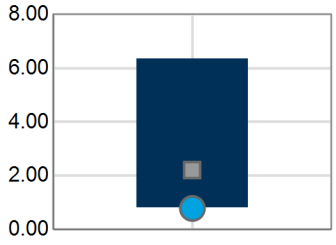
Peer	As of Date	Book Value	G/L %	Book Yield	Average Life Base	Average Life -100	Average Life +300	% Price Change -100	% Price Change +100	% Price Change +300	Effective Dur	Effective Cvx	UST Agy	Fix MBS	ARM	Fix CMO	Flt CMO	Agy CMBS	Sm Bus.	Prv Label	Muni	Corp	CD & Oth	% Fixed	% AFS
1	03/23	4,542	-8.6	0.81	2.8	2.8	2.8	2.6	-2.6	-7.5	2.6	0.0	94%	0%	0%	0%	0%	0%	0%	0%	0%	0%	6%	100%	100%
2	12/22	4,971	-2.7	2.32	1.5	1.5	1.7	1.5	-1.5	-4.4	1.5	0.0	15%	0%	0%	0%	0%	0%	0%	0%	0%	0%	85%	100%	100%
3	12/22	7,134	-7.4	2.30	4.0	3.9	4.0	3.3	-3.2	-9.1	3.2	0.1	0%	17%	0%	16%	0%	0%	0%	0%	0%	0%	67%	100%	100%
4	03/23	8,000	-8.7	1.25	3.1	3.1	3.1	2.8	-2.9	-8.4	2.9	0.0	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	100%
5	03/23	8,253	-9.2	1.48	3.3	3.3	3.3	3.0	-2.9	-8.6	2.9	0.0	27%	0%	0%	0%	0%	0%	0%	0%	0%	0%	73%	100%	100%
6	01/23	9,235	-10.8	1.39	8.2	7.3	8.2	4.9	-4.9	-14.2	4.9	0.1	0%	0%	0%	0%	0%	0%	0%	0%	83%	3%	14%	100%	100%
7	12/22	12,139	-6.0	2.02	2.3	2.3	2.3	2.2	-2.1	-6.2	2.2	0.1	0%	0%	0%	0%	0%	0%	0%	0%	26%	41%	34%	100%	100%
8	01/23	12,908	-6.4	1.78	2.7	2.7	2.7	2.4	-2.4	-7.1	2.4	0.0	29%	0%	0%	0%	0%	4%	0%	0%	23%	12%	33%	100%	100%
9	12/22	12,967	-2.0	3.66	2.5	2.5	2.5	2.3	-2.3	-6.6	2.3	0.0	65%	0%	0%	0%	0%	0%	0%	0%	35%	0%	0%	100%	100%
10	12/22	16,381	-7.2	1.79	2.8	2.8	2.8	2.6	-2.6	-7.4	2.6	0.1	0%	0%	0%	0%	0%	0%	0%	0%	44%	29%	26%	100%	100%
11	12/22	18,096	-3.1	1.83	1.8	1.8	1.8	1.7	-1.6	-4.8	1.7	0.0	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	100%
12	02/23	19,810	-0.7	6.35	1.0	0.9	1.1	0.8	-0.9	-2.7	0.8	0.0	100%	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	100%
13	12/22	25,965	-5.8	2.26	2.7	2.7	2.7	2.5	-2.5	-7.2	2.5	0.0	82%	0%	0%	0%	0%	0%	0%	0%	14%	0%	4%	100%	100%
14	12/22	30,164	-2.7	3.04	2.3	2.0	2.7	1.9	-2.0	-6.1	2.0	0.0	62%	0%	0%	0%	0%	0%	0%	0%	0%	0%	38%	100%	100%
15	03/23	36,570	-8.2	1.13	3.1	3.1	3.1	2.7	-2.7	-8.1	2.7	0.0	98%	0%	0%	0%	0%	0%	0%	0%	0%	0%	2%	100%	100%
16	03/23	39,644	-2.7	2.21	1.1	1.0	1.1	1.0	-1.0	-2.9	1.0	0.0	25%	0%	0%	0%	0%	0%	0%	0%	40%	0%	36%	100%	96%
17	12/22	39,823	-5.5	1.76	2.3	2.3	2.3	2.2	-2.1	-6.1	2.1	0.1	62%	0%	0%	0%	0%	0%	0%	0%	35%	0%	4%	100%	100%
18	12/22	40,326	-3.0	1.13	0.9	0.9	1.0	0.9	-0.9	-2.7	0.9	0.0	63%	0%	0%	0%	0%	0%	0%	0%	29%	0%	8%	100%	100%
19	03/23	43,494	-5.9	2.34	3.3	3.2	3.3	2.5	-2.7	-8.3	2.6	-0.2	98%	0%	0%	0%	0%	0%	0%	0%	0%	0%	2%	100%	100%
20	12/22	44,243	-8.3	1.40	3.0	3.0	3.1	2.6	-2.6	-7.7	2.6	0.0	60%	0%	0%	0%	0%	0%	0%	0%	1%	0%	39%	100%	100%
21	02/23	46,275	-8.8	1.91	3.2	2.9	3.2	2.6	-2.7	-8.0	2.6	-0.1	72%	0%	0%	0%	0%	0%	0%	0%	2%	0%	26%	100%	100%
22	02/23	54,573	-2.5	4.14	2.4	2.1	2.4	1.8	-1.9	-5.6	1.8	0.0	91%	9%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	100%
23	02/23	61,606	-11.4	2.27	5.7	5.0	7.1	4.3	-4.2	-12.6	4.2	0.1	2%	21%	1%	38%	0%	4%	2%	0%	24%	0%	7%	96%	100%
24	02/23	72,574	-5.6	2.01	2.2	2.1	2.2	1.9	-1.9	-5.7	1.9	-0.1	71%	0%	0%	0%	0%	8%	0%	0%	0%	0%	21%	99%	100%
25	03/23	89,963	-4.6	2.79	2.7	2.4	2.9	2.0	-2.2	-6.6	2.1	-0.1	83%	0%	0%	0%	0%	0%	0%	0%	0%	9%	7%	98%	100%
Avg		30,386	-5.9	2.22	2.8	2.7	2.9	2.4	-2.4	-7.0	2.4	0.0	56%	2%	0%	2%	0%	1%	0%	0%	14%	4%	21%	100%	100%
Port		4,459	0.0	0.78	0.1	0.1	0.1	0.1	-0.1	-0.2	0.1	0.0	0%	0%	0%	0%	0%	0%	0%	0%	0%	0%	100%	100%	100%
Diff		-25,927	5.9	-1.43	-2.7	-2.6	-2.9	-2.3	2.3	6.7	-2.3	0.0	-56%	-2%	0%	-2%	0%	-1%	0%	0%	-14%	-4%	79%	0%	0%

* Peer group includes Public Entitys that have received portfolio analysis from Stifel in the last three months with the closest portfolio book values.

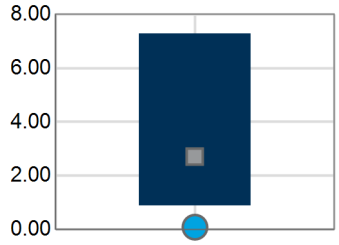
Summary Peer Comparison

Yield and Average Life Peer Comparison

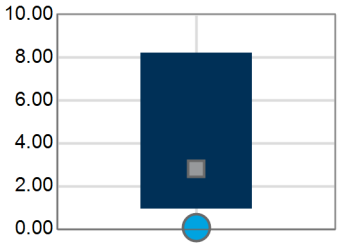
Book Yield



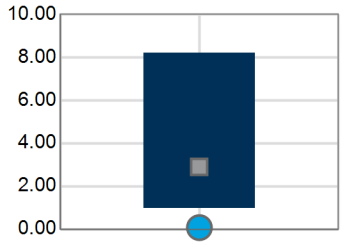
Down 100 Avg Life



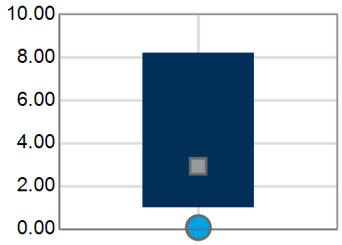
Base Avg Life



Up 100 Avg Life

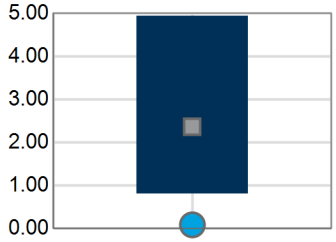


Up 300 Avg Life

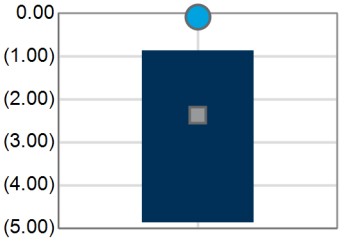


Price Risk Peer Comparison

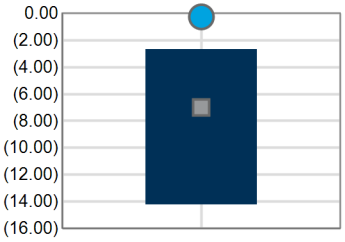
Down 100 Px Chg



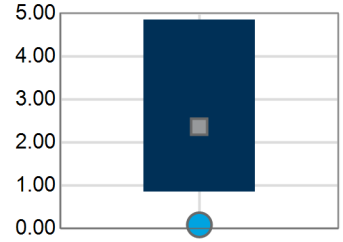
Up 100 Px Chg



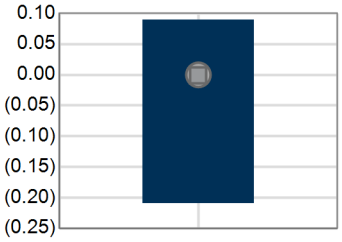
Up 300 Px Chg



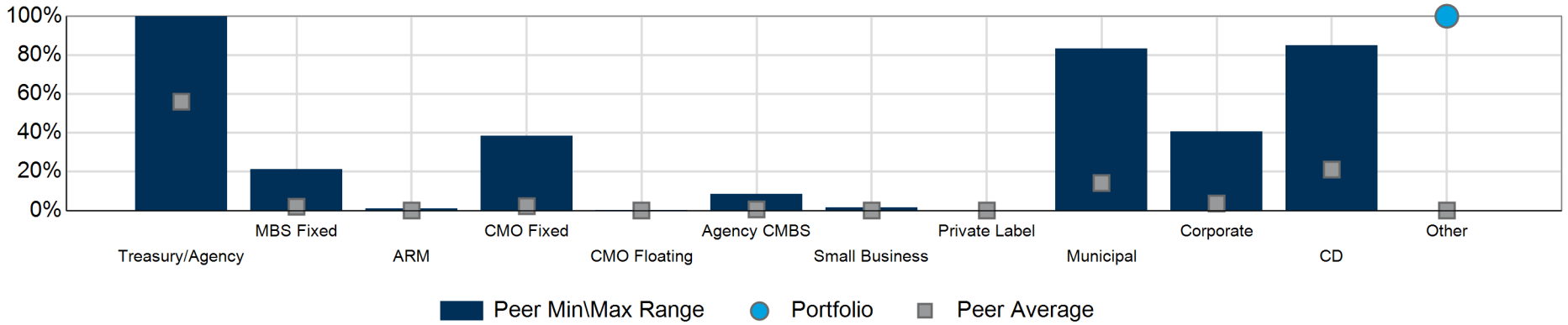
Effective Duration



Effective Convexity



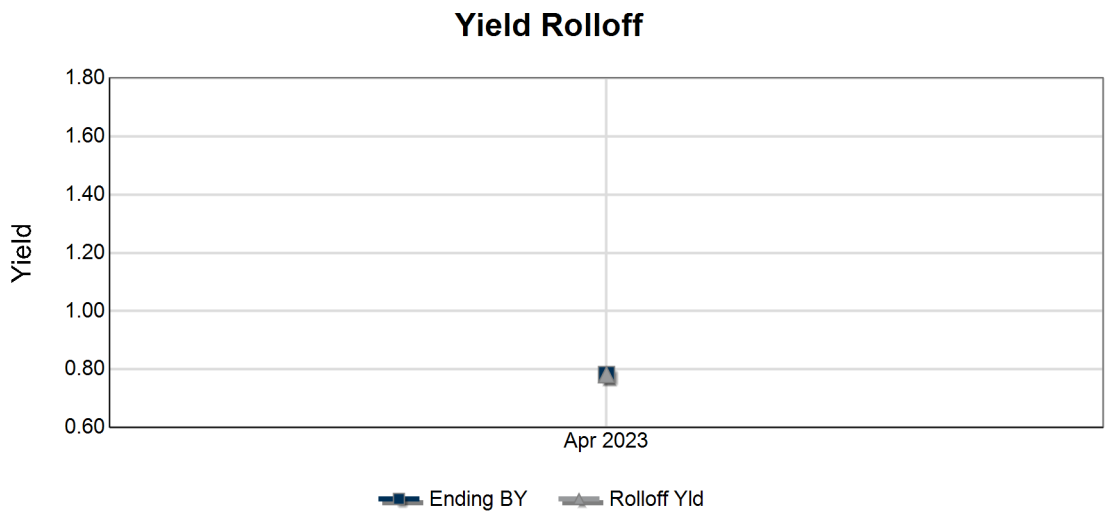
Porfolio vs. Peer Allocations



Each box contains the range of your peer group, the top and bottom of the boxes being the max and min. The gray box is the avg. of your peers within the range and the blue dot represents your position.

Cash Flow and Rolloff Yield - Next 12 Months

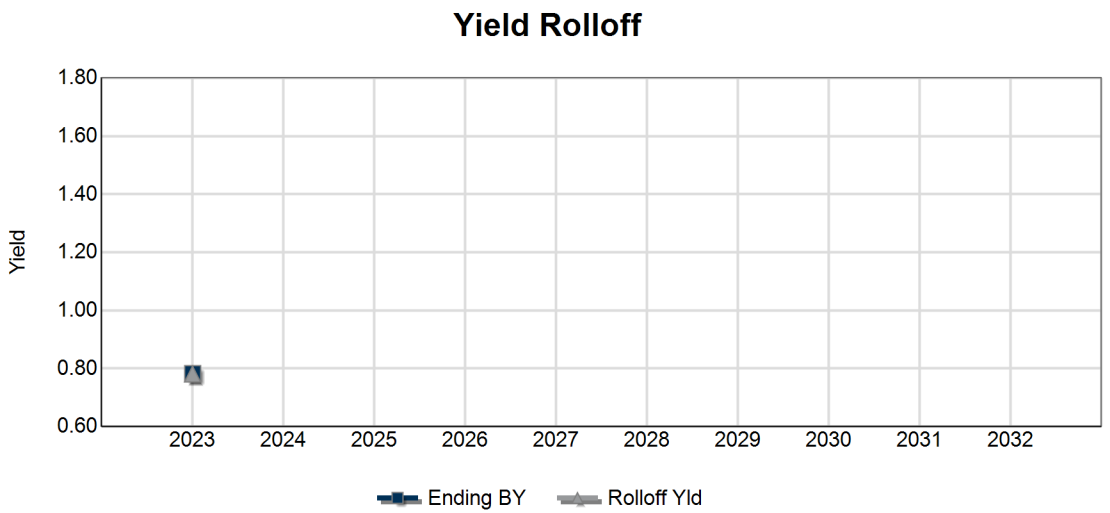
Yield Rolloff				
Month	Begin BY	Principal CF	Rolloff Yld	Ending BY
Apr 2023	0.78	4,459	0.78	



Shocked Principal and Interest Cash Flow Analysis							
Year	-300	-200	-100	Base	+100	+200	+300
Apr 2023	4,462	4,462	4,462	4,462	4,462	4,462	4,462

Cash Flow and Rolloff Yield - Next 10 Years

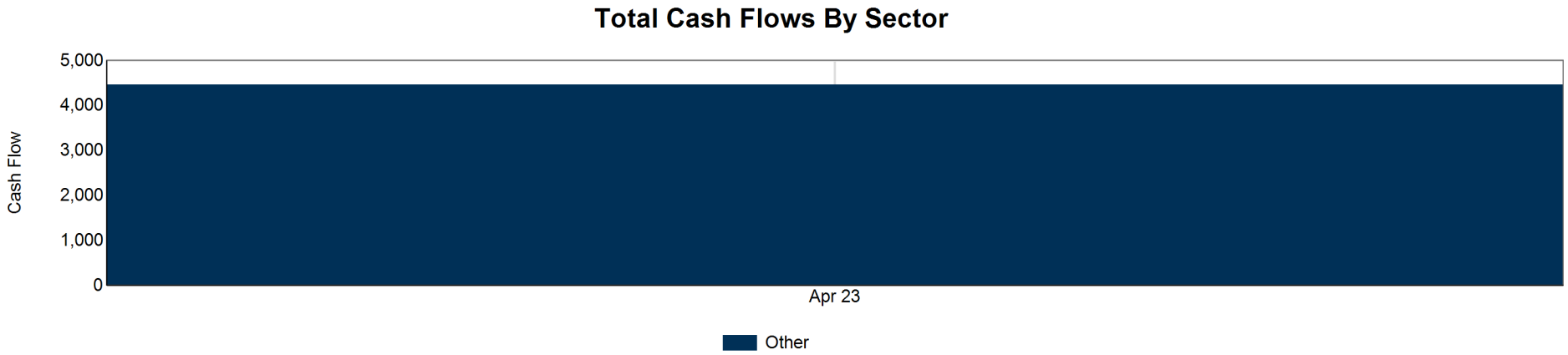
Yield Rolloff				
Year	Begin BY	Principal CF	Rolloff Yld	Ending BY
2023	0.78	4,459	0.78	
2024				
2025				
2026				
2027				
2028				
2029				
2030				
2031				
2032				



Shocked Principal and Interest Cash Flow Analysis							
Year	-300	-200	-100	Base	+100	+200	+300
2023	4,462	4,462	4,462	4,462	4,462	4,462	4,462

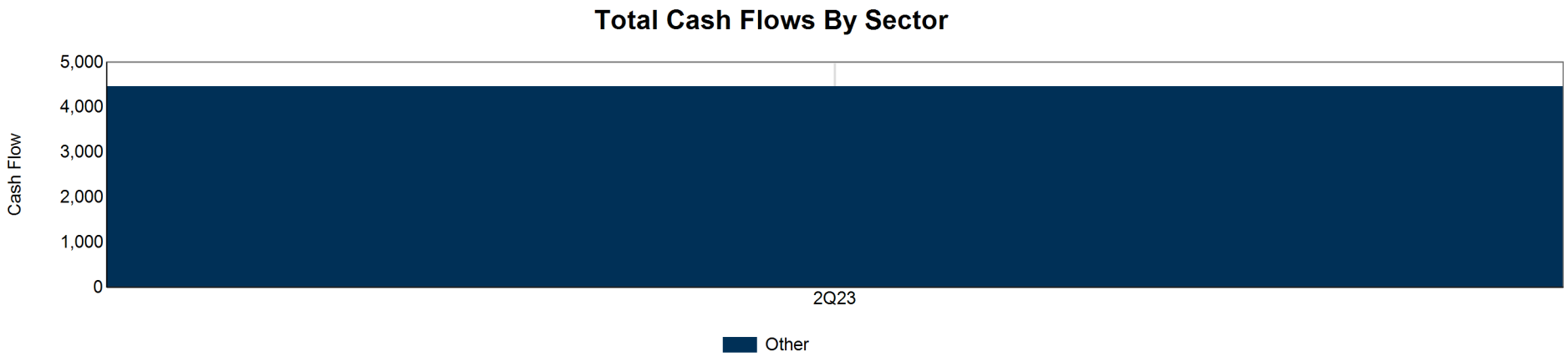
Sector Cash Flow - Next 12 Months

		Apr 23	May 23	Jun 23	Jul 23	Aug 23	Sep 23	Oct 23	Nov 23	Dec 23	Jan 24	Feb 24	Mar 24	Bk Yld Chg
Other	Cash Flow	4,462												
	End BY													
Total	Cash Flow	4,462												
	End BY													



Sector Cash Flow - Next 3 Years

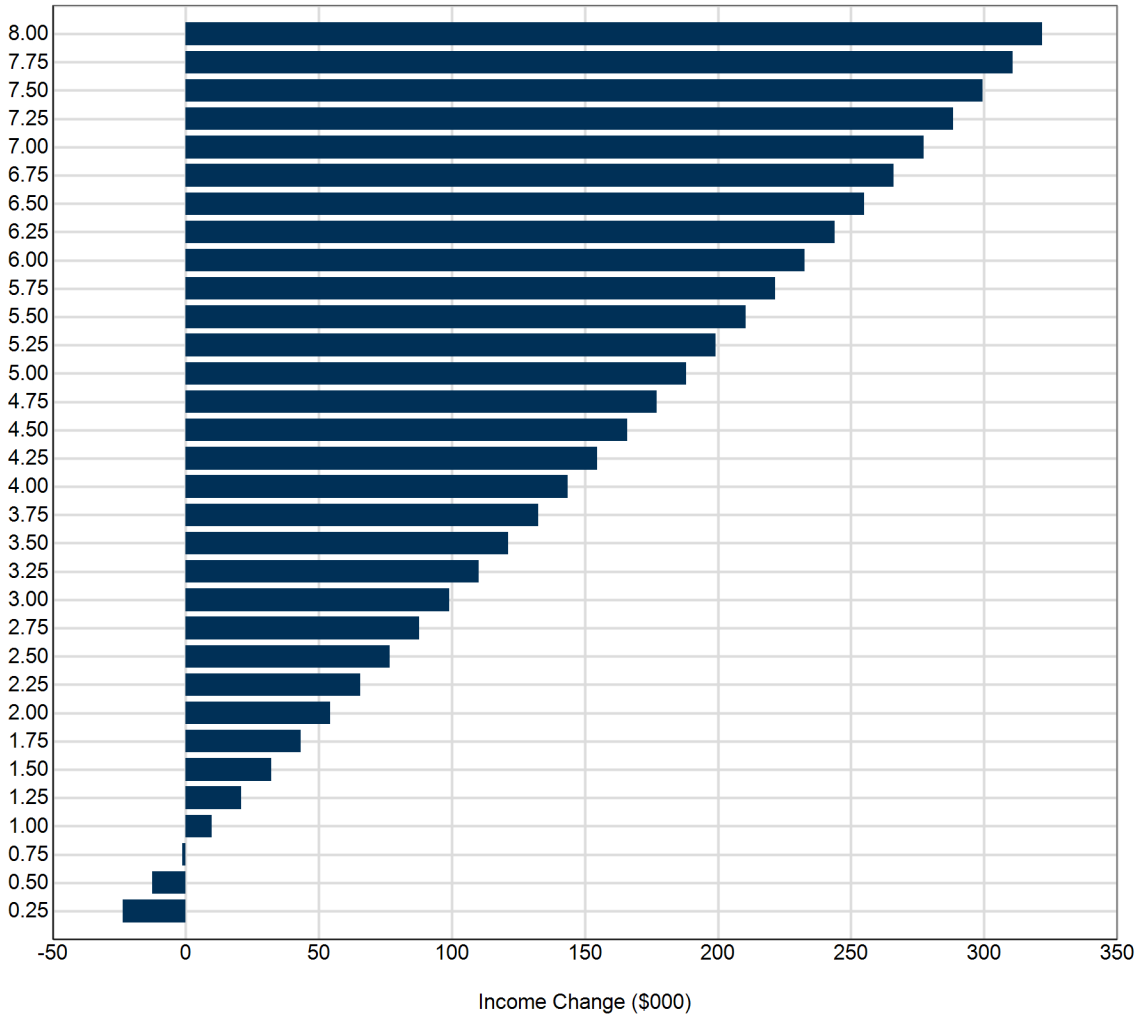
		2Q23	3Q23	4Q23	1Q24	2Q24	3Q24	4Q24	1Q25	2Q25	3Q25	4Q25	1Q26	Bk Yld Chg
Other	Cash Flow End BY	4,462												
Total	Cash Flow End BY	4,462												



Gap Analysis - Potential Income Impact of Principal Reinvestment

Principal Maturing(12 Mo.Horizon): $4,459
Current Book Yield of Principal Maturing: 0.78%
Est. Annual Income at Current Book Yield: $35

Estimated Impact on Income at Various Reinvestment Yields



Assumed Reinvestment Yield	Estimated Annualized Income	Income Difference from Current Book	Resulting Book Yield
0.25	11	-24	0.25
0.50	22	-13	0.50
0.75	33	-1	0.75
1.00	45	10	1.00
1.25	56	21	1.25
1.50	67	32	1.50
1.75	78	43	1.75
2.00	89	54	2.00
2.25	100	65	2.25
2.50	111	77	2.50
2.75	123	88	2.75
3.00	134	99	3.00
3.25	145	110	3.25
3.50	156	121	3.50
3.75	167	132	3.75
4.00	178	144	4.00
4.25	189	155	4.25
4.50	201	166	4.50
4.75	212	177	4.75
5.00	223	188	5.00
5.25	234	199	5.25
5.50	245	210	5.50
5.75	256	222	5.75
6.00	268	233	6.00
6.25	279	244	6.25
6.50	290	255	6.50
6.75	301	266	6.75
7.00	312	277	7.00
7.25	323	288	7.25
7.50	334	300	7.50
7.75	346	311	7.75
8.00	357	322	8.00

Shocked Cash Flows By Sector - Next 10 Years



Cash Flows By Sector - Next 30 Years

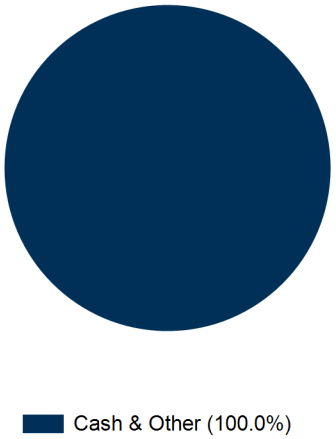


Cash Flow Projection By Month - Next 5 Years

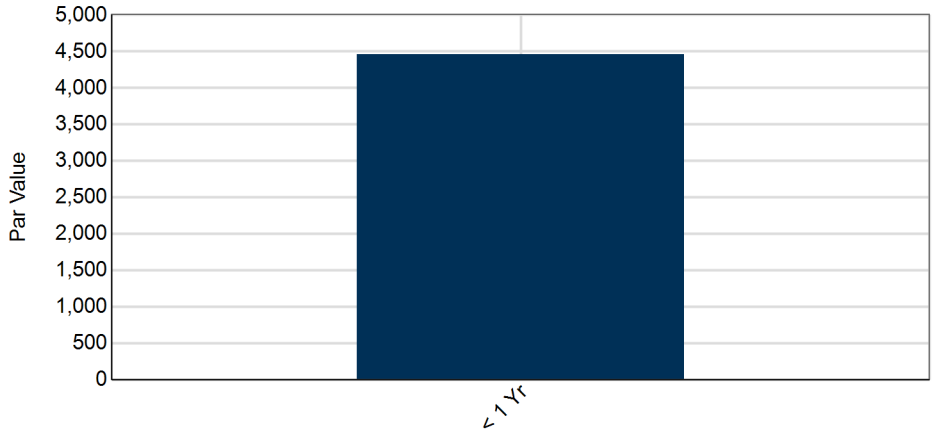


Other - Summary

Subsector



Par Value By Maturity



Subsector	Sector %	Par Value	Cpn	Maturity Next Call	Book Price Value	Book Yield	Market Price Value	Market Yield	G/L $ Base + 300	G/L % Base + 300	WAL Base + 300	Px Chg -100 +300	Dur Base	Cvx Base	AFS %
				0.1 yrs	100.00		100.00		0	0.0%	0.08	0.1	0.08	0.00	
Cash & Other (1)	100.0%	4,459	0.78		4,459	0.78	4,459	0.78	-11	-0.2%	0.08	-0.2			100.0%
				0.1 yrs	100.00		100.00		0	0.0%	0.08	0.1	0.08	0.00	
Total (1)	100.0%	4,459	0.78		4,459	0.78	4,459	0.78	-11	-0.2%	0.08	-0.2			100.0%

Portfolio Considerations

Sector	Cnt	Cpn	Maturity	Par Value	Book Price	Market Price	Gain/ (Loss)	Book Yield	WAL	Eff. Dur	Historical CPR 1 Mo.	Historical CPR 3 Mo.	Historical CPR Life	Proj. CPR Life	Loan Count
Book Yield < 2%	1	0.78	0.1 yrs	4,459	100.00	100.00	0	0.78	0.1	0.08					
Cash & Other	1	0.78	0.1 yrs	4,459	100.00	100.00	0	0.78	0.1	0.08					

Key Portfolio Sorts

Top 10 Up 300 Market Value Changes (%)

CUSIP	Sector	Description	Cpn	Maturity	Par Value	Book Price	Market Price	G/L	Book Yield	WAL	% Px Δ +300	$ Amt Δ +300	G/L +300	Eff. Dur	INT
PLMDLLAIF	Cash & Other	LAIF	0.78	04/30/23	4,459	100.00	100.00	0	0.781	0.08	-0.25	-11	-11	0.08	AFS
			0.78		4,459	100.00	100.00	0	0.781	0.08	-0.25	-11	-11	0.08	

Top 10 Up 300 Market Value Changes ($)

CUSIP	Sector	Description	Cpn	Maturity	Par Value	Book Price	Market Price	G/L	Book Yield	WAL	% Px Δ +300	$ Amt Δ +300	G/L +300	Eff. Dur	INT
PLMDLLAIF	Cash & Other	LAIF	0.78	04/30/23	4,459	100.00	100.00	0	0.781	0.08	-0.25	-11	-11	0.08	AFS
			0.78		4,459	100.00	100.00	0	0.781	0.08	-0.25	-11	-11	0.08	

Key Portfolio Sorts

Top 10 Marked to Market Up 300 Loss Positions

CUSIP	Sector	Description	Cpn	Maturity	Par Value	Book Price	Market Price	G/L	Book Yield	WAL	% Px Δ +300	$ Amt Δ +300	G/L +300	Eff. Dur	INT
PLMDLLAIF	Cash & Other	LAIF	0.78	04/30/23	4,459	100.00	100.00	0	0.781	0.08	-0.25	-11	-11	0.08	AFS
			0.78		4,459	100.00	100.00	0	0.781	0.08	-0.25	-11	-11	0.08	

Top 10 Average Life Extension Up 300bps

CUSIP	Sector	Description	Cpn	Maturity	Par Value	Book Price	Market Price	G/L	Book Yield	% Px Δ +300	Eff. Dur	WAL	WAL +300	Chg in WAL	INT
PLMDLLAIF	Cash & Other	LAIF	0.78	04/30/23	4,459	100.00	100.00	0	0.781	-0.25	0.08	0.08	0.08	0.00	AFS
			0.78		4,459	100.00	100.00	0	0.781	-0.25	0.08	0.08	0.08	0.00	

Other - CUSIP Detail

CUSIP	Ticker	Par Value	Coupon Type Rate	Step Date Rate	Maturity Proj. Final	Book Price Value	Book Yield	Market Price Value	Market Yield	Gain/(Loss) % $	% Px Δ -100 +300	Effective Dur Cvx	ESG/Gr Intent
			Fixed		04/23	100.00		100.00		0.0%	0.1	0.08	
PLMDLLAIF		4,459	0.780		04/30/23	4,459	0.78	4,459	0.78	0	-0.2	0.00	AFS
						100.00		100.00		0.0%	0.1	0.08	
Cash & Other		4,459	0.780			4,459	0.78	4,459	0.78	0	-0.2	0.00	
						100.00		100.00		0.0%	0.1	0.08	
Total		4,459	0.780			4,459	0.78	4,459	0.78	0	-0.2	0.00	

Shocked CUSIP Analysis

		-300		-200		-100		Base		+100		+200		+300	
CUSIP	Par Value	$ Amt Δ	% Px Δ	$ Amt Δ	% Px Δ	$ Amt Δ	% Px Δ	$ Amt Δ	% Px Δ	$ Amt Δ	% Px Δ	$ Amt Δ	% Px Δ	$ Amt Δ	% Px Δ
Description	Coupon	Mkt Px	Mkt Yld	Mkt Px	Mkt Yld	Mkt Px	Mkt Yld	Mkt Px	Mkt Yld	Mkt Px	Mkt Yld	Mkt Px	Mkt Yld	Mkt Px	Mkt Yld
	Maturity		WAL		WAL		WAL	Dur	WAL		WAL		WAL		WAL
	4,459	11	0.25%	7	0.17%	4	0.08%	0	0.00%	-4	-0.08%	-7	-0.17%	-11	-0.25%
PLMDLLAIF	0.78	100.25	-2.20	100.17	-1.21	100.08	-0.22	100.00	0.78	99.92	1.78	99.83	2.79	99.75	3.80
LAIF	04/30/2023		0.08		0.08		0.08	0.08	0.08		0.08		0.08		0.08
Other	4,459	11	0.25%	7	0.17%	4	0.08%	0	0.00%	-4	-0.08%	-7	-0.17%	-11	-0.25%
	0.78	100.25	-2.20	100.17	-1.21	100.08	-0.22	100.00	0.78	99.92	1.78	99.83	2.79	99.75	3.80
			0.08		0.08		0.08	0.08	0.08		0.08		0.08		0.08
Total	4,459	11	0.25%	7	0.17%	4	0.08%	0	0.00%	-4	-0.08%	-7	-0.17%	-11	-0.25%
	0.78	100.25	-2.20	100.17	-1.21	100.08	-0.22	100.00	0.78	99.92	1.78	99.83	2.79	99.75	3.80
	0		0.08		0.08		0.08	0.08	0.08		0.08		0.08		0.08

Portfolio Changes

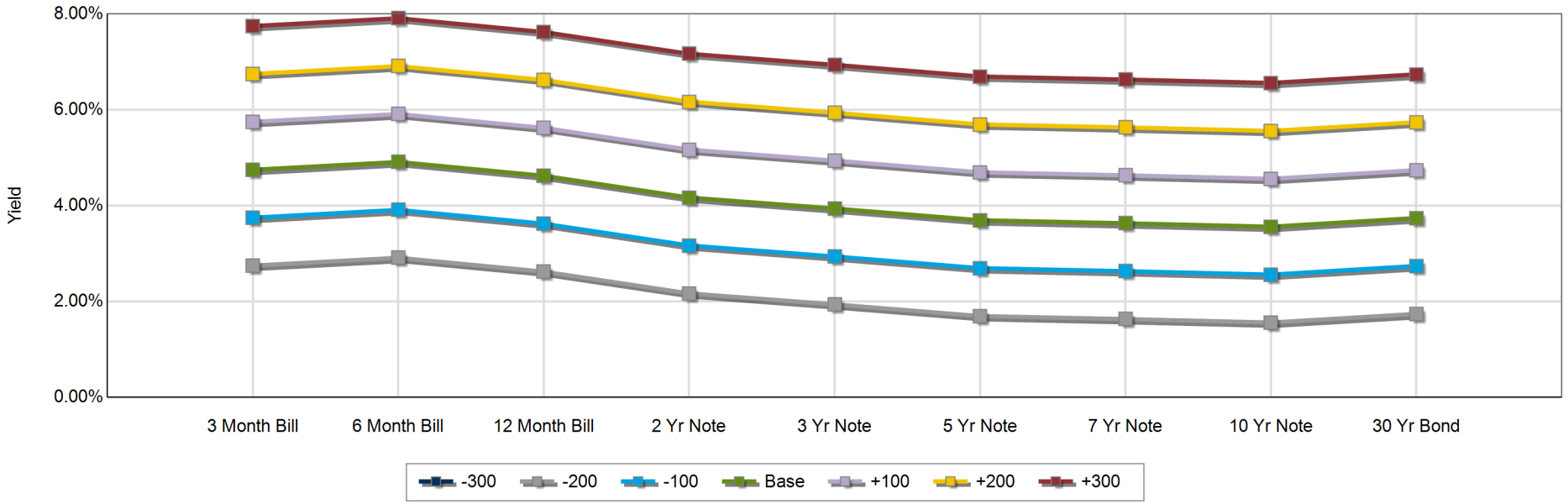
Partial Buy12/2022-3/2023

CUSIP	Sector	Security Description	Maturity	Coupon	Original Face	Book Price	Intent	Redemption Type
PLMDLLAIF	Other	LAIF	04/30/2023	0.78	4,458,764	100.00	AFS	Same CUSIP buys

Shocked Assumptions

	Scenarios						
	Down 300	Down 200	Down 100	Base	Up 100	Up 200	Up 300
Shift Amount	-300	-200	-100	0	100	200	300
Curve Slope Change	0	0	0	0	0	0	0
Shock Horizon	Immediate	Immediate	Immediate	Immediate	Immediate	Immediate	Immediate
Curve Type	Static	Static	Static	Static	Static	Static	Static
Valuation Date	2023-03-31	2023-03-31	2023-03-31	2023-03-31	2023-03-31	2023-03-31	2023-03-31

Yield Curve Scenarios



Report Assumptions

Assumptions

• Calculation Engine	The Yield Book © and ZM Financial
• Cash Flow Model	The Yield Book ©
• Curve Date	Same as Portfolio As Of Date
• Curve Type Used	Swap Curve
• Curve Shape	Immediate Sustained Parallel Shocks
• Price Shock Methodology	Constant OAS for fixed rate securities; immediate market shift for floating rate securities
• Horizon Period	Immediate Time Horizon
• Reinvestment Rate	3 Month T-Bill
• Cost of Funds	1.00%
• Tax Rate	21.0%

Additional Information

Rolloff Yield - Rolloff Yield is the weighted average yield of the cashflows (maturities, calls and paydowns) that roll off during the noted time period. Ending Book Yield is the weighted average yield of the remaining securities at the noted time period.

Shocked Scenarios - All shocked scenarios are instant and parallel and assume a sustained rate cycle from that point on. LIBOR OAS is held constant in order to generate shocked market scenarios and The Yieldbook was used to generate the projected cash flows. In shocked scenarios, 0.01% is considered the floor.

Bonds Likely to be Called - The page identifies all callable agencies which will either be called or mature in the next 12 months in any of the shocked scenarios. The methodology used to determine the call assumes a small internal margin to account for the "cost to call."

Municipals - For taxable institutions, the above tax rate detailed - along with TEFRA adjustments for BQs - is used to calculate TEY unless otherwise input. Ratings are a blend of Moody's and Standard & Poors.

Duration - Duration in the shocked detail section is generated by Yield Book.

Original Face - If original face was not supplied, original face was estimated by dividing current face by current factor.

Yields- All yields are Yield to Projected Scenario. (Assumes 100% of The Yield Book prepayment model).

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City Council Staff Report

DATE: **MAY 3, 2023**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **CITY MANAGER DEPARTMENT**

FINANCE DIVISION

DISTRICT: **ALL**

SUBJECT: **APPROVE AGREEMENT WITH EIDE BAILLY, LLP TO PROVIDE AUDIT SERVICES FOR AN AMOUNT OF $960,000, FOR A FIVE (5) YEAR TERM THROUGH JUNE 30, 2028.**

ISSUE

Approve Agreement with Eide Bailly, LLP to provide audit services for an amount of $960,000, for a five (5) year term through June 30, 2028.

RECOMMENDATION

Staff recommends that the City Council:

1. Approve Agreement A-8300 for audit services between the City of Palmdale and Eide Bailly, LLP for an amount of $960,000, for a term of Five (5) years commencing on July 1st, 2023, through June 30th, 2028.

2. Authorize the City Manager or her Designee to execute Agreement No. A-8300 with Eide Bailly, LLP.

BACKGROUND

The City of Palmdale is required to have annual audits performed by an independent audit firm in accordance with auditing standards generally accepted in the United States of America, the standards applicable to financial audits contained in the Governmental Auditing Standards issued by the Comptroller General of the United States, the provisions of the Federal Single Audit Act as amended in 1996, and the U.S. Office of Management and Budget (OMB) circular A-133 Audits of State and Local Governments and Non-Profit Organizations.

The Government Finance Officers Association (GFOA) issues best practices relating to audit procurement. The GFOA recommends that entities undertake a full-scale competitive process for the selection of independent auditors at the end of each audit contract, consistent with applicable legal requirements. It is recommended that the entity actively seek the participation of qualified firms, including current auditors, assuming that the past performance of the current auditors has proven satisfactory. Governmental entities should enter into multi-year agreements of at least five years in duration. Such

agreements allow for greater continuity and help to minimize the potential for disruption in connection with the independent audit. Multi-year agreements can also help to reduce audit costs by allowing auditors to recover certain “startup” costs over several years, rather than over a single year. The principal factor in the selection of an independent auditor should be the auditor’s ability to perform a quality audit.

The Auditor must comply with all standards set forth for financial audits by the Government Accounting Standards Board (GASB), in the General Accounting Office’s (GAO) Government Auditing Standards, and in the U.S. Office of Management (OMB) Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards (including ARPA rules, regulations and guidance).

DISCUSSION

The current Auditing Contract expires on June 30, 2022.

The City of Palmdale advertised a Request for Proposal (RFP) for Professional Auditing Services beginning on December 8, 2022, and closing on January 19, 2023.

The RFP was sent to 94 vendors.

Four (4) vendors responded.

Three (3) vendors were selected for interviews.

The vendor with the highest aggregate score (RFP evaluation and interview requirements) is Eide Bailly, LLP.

The City is entering into a five (5) year agreement with Eide Bailly, LLP to perform the audit of the City’s Annual Comprehensive Financial Report for the City of Palmdale and all Component Units, including the Palmdale Civic Authority, Palmdale Finance Authority, City of Palmdale Housing Authority and the Palmdale Community Foundation. Eide Bailly will perform the Single Audit, an audit of the City’s compliance with federally funded programs and other services, which are outlined in the attached Agreement. In addition, the Auditor will prepare financial statements for Assessment and Community Facility Districts, will transcribe and summarize data to develop the Annual Development Impact Fee Report, and provide other services as outlined in Section 1 – Description of Work in the attached Agreement.

Eide Bailly, LLP is a top 25 CPA and consulting firm. Their knowledge and expertise will benefit the City, solidifying our financial strength and positioning us for future growth and stability. Eide Bailly, LLP has extensive experience auditing California Cities, Counties, School Districts, and Other Special Districts creating a vast knowledge of California Revised Statutes and California Administrative Codes. The firm also has extensive experience auditing the City of Palmdale – in depth knowledge of the City’s Departments and employees including operations, internal controls, and risks.

FISCAL IMPACT

Professional Services	2023	2024	2025	2026	2027
Financial Statement Audit	$70,500	$75,788	$81,472	$87,582	$94,151
Single Audit (assumes 2 major programs)	18,000	19,350	20,801	22,361	24,038
Agreed-Upon Procedures - GANN	1,300	1,398	1,503	1,616	1,737
Housing Authority Audit Report	10,000	10,750	11,556	12,423	13,355
City of Palmdale Civic Authority Audit Report	7,500	8,063	8,668	9,318	10,017
City of Palmdale Financing Authority Audit Report	9,000	9,675	10,401	11,181	12,020
City of Palmdale Community Foundation Audit Report	6,500	6,988	7,512	8,075	8,681
Assessment & Community Facility Districts Audit Reports	36,000	38,700	41,603	44,723	48,077
Annual Development Impact Fees Report	5,500	5,913	6,356	6,833	7,345
Total Fees	$164,300	$176,625	$189,872	$204,112	$219,421

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.

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

Prepared by:	Janelle Samson, Director of Finance
Certified as to availability of Funds:	Janelle Samson, Director of Finance
Approved by:	Ronda Perez, City Manager
Approved as to form:	William P. Curley, III, Interim City Attorney

ATTACHMENTS

1. Agreement A-8300 Eide Bailly, LLP

AGREEMENT NO. A-8300
CONTRACT FOR CONSULTANT SERVICES
BETWEEN THE CITY OF PALMDALE AND EIDE BAILLY, LLP.

THIS CONTRACT FOR CONSULTANT SERVICES ("Contract" herein) is made and entered into this 1st day of July, 2023 by and between the City of Palmdale a public body corporate and politic, (hereinafter called "CITY") and EIDE BAILLY, LLP. (hereinafter called "CONSULTANT").

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:

The CONSULTANT shall express an Audit opinion on the fair presentation of its basic financial statements in conformity with generally accepted accounting principles.

The CONSULTANT shall include an examination of all City funds. The CONSULTANT will be responsible for performing certain limited procedures involving required supplementary information required by the Governmental Accounting Standards Board, as mandated by generally accepted auditing standards.

The CONSULTANT shall review and verify all trial balance worksheets and summary schedules including balance sheets, revenues, expenditures, and changes in fund balance for each City fund. The data source for the schedules will be the financial statements supplied by the City. An initial draft of the ACFR will be prepared by City staff and will be given to the auditors during the final stage of the audit. Final report preparation and necessary editing shall be the responsibility of the City.

A. Financial Statement Audits:

The CONSULTANT shall audit the financial statements of the below government activities, each major fund, and the aggregate remaining fund information, which collectively compromises the basic financial statements of the City as of and for each

year of the Contract term:

B. Annual Comprehensive Financial Report (ACFR).

- The City desires the CONSULTANT to issue an opinion on the fair presentation of its basic financial statements. The CONSULTANT is not required to issue an opinion on the combining and individual non- major fund financial statements and schedules. However, the CONSULTANT is to provide an “in-relation-to” report based on the auditing procedures applied during the audit of the basic financial statements. Certain limited procedures should be applied to management’s discussion and analysis and budgetary comparison information, but an expression of an opinion is not required. The CONSULTANT is not required to express an opinion on the introductory and statistical sections.

- The CONSULTANT will conduct the examination of the City’s Financial statements in accordance with generally accepted auditing standards and Government Auditing Standards for fiscal years ending June 30, 2023, June 30, 2024, June 30, 2025, June 30, 2026, and June 30, 2027.

- The City will have the responsibility of preparing the annual ACFR

- Management and SAS 114 Letters, which includes findings, statements, observations, opinion, comments, or recommendations, related to:

- Systems of internal control based upon the auditors’ understanding of the control structure and assessment of control risk.

- Compliance with applicable laws and regulations.

- Accounting systems, functions, procedures, and processes, especially regarding cost effectiveness.

C. Single Audit Report.

-The City receives federal funds which come under the provision of the Single Audit Act. The CONSULTANT is not required to audit the Schedule of Expenditures of Federal Awards; however, the CONSULTANT is to provide an “in-relation-to” report on that schedule based on the auditing procedures applied during the audit of the financial statements.

- The CONSULTANT shall supply a multiple part auditor’s report on the City’s compliance with requirements of Federally-funded programs for which it receives funding, in accordance with the Single Audit Act Amendments of 1996, the Office of Management and Budget’s (OMB) Circular A-133 (“Audits of States, Local

Governments and Non-Profit Organizations”), and the GAO’s Government Auditing Standards, January 2007 Revisions for fiscal years ending June 30, 2023, June 30, 2024, June 30, 2025, June 30, 2026, and June 30, 2027.

- The CONSULTANT shall submit the Single Audit and the Single Audit Form SF-SAC with the Federal Audit Clearing House (FAC)

- Agreed-Upon Procedures Performed Related to the calculation of the Gann Appropriations Limit.

- The CONSULTANT shall conduct an Agreed Upon Procedures Examination of the Appropriations Limit Calculation in accordance with procedures as presented in the League of California Cities publication Agreed Upon Procedures Applied to the Appropriations Limitation Prescribed by Article XIII-8 of the California Constitution for the fiscal years ending June 30, 2023, June 30, 2024, June 30, 2025, June 30, 2026, and June 30, 2027.

D. Housing Authority Audit Report

- The CONSULTANT shall conduct an examination of the Housing Authority’s financial statements in accordance with generally accepted auditing standards and Government Auditing Standards for fiscal years ending June 30, 2023, June 30, 2024, June 30, 2025, June 30, 2026, and June 30, 2027.

- The City will have the responsibility of preparing the annual Financial Statement.

E. City of Palmdale Civic Authority Audit Report

- The CONSULTANT shall conduct an examination of the Civic Authority’s financial statements in accordance with generally accepted auditing standards and Government Auditing Standards for fiscal years ending June 30, 2023, June 30, 2024, June 30, 2025, June 30, 2026, and June 30, 2027.

- The City will have the responsibility of preparing the annual Financial Statement.

F. City of Palmdale Financing Authority Audit Report

- The CONSULTANT shall conduct an examination of the Palmdale Financing Authority’s financial statements in accordance with generally accepted auditing standards and Government Auditing Standards for fiscal years ending June 30, 2023, June 30, 2024, June 30, 2025, June 30, 2026, and June 30, 2027.

- The City will have the responsibility of preparing the annual Financial Statement.

G. City of Palmdale Community Foundation Audit Report

- The CONSULTANT shall conduct an examination of the Palmdale Community Foundation Authority’s financial statements in accordance with generally accepted auditing standards and Government Auditing Standards for fiscal years ending June 30, 2023, June 30, 2024, June 30, 2025, June 30, 2026, and June 30, 2027.

- The CONSULTANT shall prepare the tax returns for each fiscal year by May 15th of the following year.

- The City will have the responsibility of preparing the annual Financial Statement.

H. Assessment and Community Facility Districts Audit Reports

- The CONSULTANT shall prepare the following financial statements on behalf of the City as of and for the years ending June 30, 2023, June 30, 2024, June 30, 2025, June 30, 2026, and June 30, 2027.

-This includes the Governmental Activities and each major fund, for the year then ended. The CONSULTANT will issue an accountant's report thereon in accordance with Statements on Standards for Accounting and Review Services issued by the American Institute of Certified Public Accountants:

i. Community Facilities District No. 91-1 (Sierra Gateway)

ii. Community Facilities District No. 93-1 (Ritter Ranch)

iii. Community Facilities District No. 2003-1 (Anaverde Improvement Area A)

iv. Community Facilities District No. 05-1 (Trade & Commerce Center)

v. Assessment District No. 2006-1 (Godde Hills Estates Sewer Improvements)

- The CONSULTANT'S submission to the City will include required supplementary information, including management's discussion and analysis and budgetary comparison information required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. The Auditor shall indicate the degree of responsibility taken regarding such information but will not audit such information nor express an opinion on it.

- The objective of a review is to obtain limited assurance that there are no material modifications that should be made to the financial statements for the statements to be in conformity with accounting principles generally accepted in the United States of

America.

- The CONSULTANT shall prepare the financial statements for the above-mentioned reports for the fiscal years ending June 30, 2023, June 30, 2024, June 30, 2025, June 30, 2026, and June 30, 2027.

I. Annual Development Impact Fees Report

- The CONSULTANT shall transcribe data from expenditure and revenue information and trial balances provided by the City onto spreadsheets that summarizes expenditure and revenue items in accordance with Government Code Section 66000 et al.

- The CONSULTANT shall sort the revenue and expenditure data in accordance with Government Code that will be consistent with the manner used by the City in prior annual reports. If such a manner is inconsistent with Government Code, the City will provide direction to the CONSULTANT as to which method of presentation to use. The summary spreadsheets will provide the following:

i. The beginning and ending fund balance for each development fee account.

ii. The amount of funds expended on each project for the year just ended.

iii. The amount of developer fees collected, and interest earned for the year just ended.

iv. If applicable, a description of each inter-fund transfer or loan made from each development fee account.

v. If applicable, the amount of refunds made pursuant to the Government Code Section 66001.

- The CONSULTANT shall transcribe cash balance totals and fund balance totals from trial balances or drafted financial statements provided by the City onto spreadsheets for the purpose of documenting the length of time the City has held such funds.

- If fund balance or cash totals in the development fee accounts are being held by the City for more than five years, the CONSULTANT will identify such development fee accounts to the City .

- From copies of ordinances and resolutions provided to us by the City, the CONSULTANT will summarize the existing developer fee levies by fee type in a schedule and summarize the work in a written report to the City.

-The CONSULTANT shall submit for management review a draft of all reports. The final reports are subject to review by the City Council. The CONSULTANT shall incorporate, as part of the basic proposal, meeting time with staff and City Council for the purpose of discussing the audits or management letter and its conclusions.

J. Additional Services to Be Requested at City's Option:

-Reports on other audits or agreed-upon procedures may be agreed to in writing and as stated in a supplemental audit agreement. Prior to beginning work, the scope of the study and associated costs shall be approved by the City.

Such as but not limited to:

- Responsibility of preparing the Annual Financial Statement.

- Consulting services in connection with the implementation of new GASB pronouncements.

- City's Financial Transactions Report to the State Controller

Number of Copies of Report to Be Produced:

- ACFR – 1 pdf file

- Management and SAS 114 Letters – 1 pdf file

- Single Audit – 1 pdf file

- Gann Limit - 1 pdf file

- City of Palmdale Housing Authority – 1 pdf

- City of Palmdale Civic Authority – 1 pdf

- City of Palmdale Financing Authority – 1 pdf

- City of Palmdale Community Foundation – 1 pdf

- Assessment and Community Facilities District – 1 pdf

- Annual Development Impact Fees Report – 1 pdf

- Cities Financial Transactions Report – 1 pdf file

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:

ROGER ALFARO, KARLEE RANSOM, JESSICA ANDERSEN.

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, which approval may not be unreasonably withheld.

4 CONTRACT TERM

The term of this contract is Five Years (5) years, commencing on July 01, 2023.

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. 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 Nine Hundred and Sixty Thousand dollars ($960000), payable as follows:

[CONTINUED ON NEXT PAGE]

6. Cost Proposal

EXPECTED FEES

Our fees are based on the complexity of the issue and the experience level of the staff members necessary to address it. If you request additional services, we will obtain your agreement on fees before commencing work, so there are no surprises or hidden fees.

We propose the following fees based on our understanding of the scope of work and the level of involvement of the City's staff:

Fixed-Price Engagement Services and Fees

Professional Services	2023	2024	2025	2026	2027
Financial Statement Audit	$70,500	$75,788	$81,472	$87,582	$94,151
Single Audit (assumes two major programs)	18,000	19,350	20,801	22,361	24,038
Agreed-Upon Procedures - GANN	1,300	1,398	1,503	1,616	1,737
Housing Authority Audit Report	10,000	10,750	11,556	12,423	13,355
City of Palmdale Civic Authority Audit Report	7,500	8,063	8,668	9,318	10,017
City of Palmdale Financing Authority Audit Report	9,000	9,675	10,401	11,181	12,020
City of Palmdale Community Foundation Audit Report	6,500	6,988	7,512	8,075	8,681
Assessment & Community Facility Districts Audit Reports	36,000	38,700	41,603	44,723	48,077
Annual Development Impact Fees Report	5,500	5,913	6,356	6,833	7,345
Total Fees	**$164,300**	**$176,625**	**$189,872**	**$204,112**	**$219,421**

Engagement Rates

Staff Level	2023
Partner	$ 350/ hr.
Senior Manager/Manager	$ 265/ hr.
Senior Associate	$ 165/ hr.
Associate	$ 125/ hr.
Admin Staff	$ 75 / hr.

Level of Staffing and Number of Hours

Below is our proposed level of staffing and estimated hours for the audit.

	Partner	Manager	Senior	Staff	Other	Total
Planning	8	14	32	38	2	94
Single Audit/Interim	24	42	98	113	6	283
Fieldwork	34	63	148	169	9	423
Exit Conference/Reporting	12	21	48	56	3	140
Total	**78**	**140**	**326**	**376**	**20**	**940**

Out-of-Pocket Fees

As the City has experienced in the past, our team strives for balance between working remotely and on-site, performing the audit efficiently while keeping the amount of hours needed by City personnel to a minimum. Our fees will be inclusive of out-of-pockets costs if we are able to utilize a hybrid approach as in the past.

Billing Policy Regarding Telephone Inquiries

We know clients appreciate access to all their service team members. We embrace this opportunity for constant communication and will ensure our team members are available when you have questions and issues. This service is included in the scope of the engagement. If a particular issue surfaces that falls outside the scope of this engagement, we'll bring it to your attention and obtain approval before proceeding.

Manner of Payment

Invoices are presented as the work progresses, with an initial invoice at the completion of the interim fieldwork, a second invoice at the completion of fieldwork and a final invoice following issuance of the audit report.

Future Year Pricing Guarantees

Our fee increases for future years are consistent with inflationary increases in the industry. Should inflationary increases be greater than 7.5%, we will discuss the fee increase with the City prior to commencing work. They are contingent upon no major changes to the City, and that significant accounting and auditing rule changes and procedures remain consistent with current requirements. Fees do not include additional time that could be incurred due to changes to the scope of the engagement.

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 five (5) years 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. 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, non-owned and hired automobile coverage

11.1.5 Cyber Liability

-$1,000,000 limit on a per occurrence basis

11.2 All of CONSULTANT's policies other than professional liability and cyber 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.

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, 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 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 CONTRACTOR 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 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 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 by CONSULTANT specifically for and required to be delivered to CITY 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
CITY MANAGER

JS
Signed: 4/25/2023

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38300 SIERRA HIGHWAY SUITE D
Palmdale, CA 93550

EIDE BAILLY, LLP.:

Jessica Andersen
Signed: 4/25/2023

JESSICA ANDERSEN
PARTNER

ADDRESS FOR NOTICE:
EIDE BAILLY, LLP.
10681 FOOTHILL BLVD
RANCHO CUCAMONGA, CA 91730

APPROVE AS TO FORM:

William Patrick Curley III
Signed: 4/25/2023

William P. Curley, III
Interim City Attorney

ATTEST:

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



Signed on 2023-04-25 00:59:53 GMT

Secured by Concord™
DocumentID: N2U2NWE0MzktYT
SigningID: ZTA3MzU1YzYtOG
Signing date: 4/25/2023
IP Address: 206.171.111.149
Email: jsamson@cityofpalmdale.org

For
Name
Title



Signed on 2023-04-25 02:38:22 GMT

Secured by Concord™
DocumentID: N2U2NWE0MzktYT
SigningID: MTIwZmUwNWItYm
Signing date: 4/25/2023
IP Address: 174.196.133.187
Email: jandersen@eidebailly.com

For
Name
Title



Signed on 2023-04-25 03:01:58 GMT

Secured by Concord™
DocumentID: N2U2NWE0MzktYT
SigningID: NTM1YjFkODktOG
Signing date: 4/25/2023
IP Address: 107.131.11.226
Email: wcurley@harperburns.com

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City Council Staff Report

DATE: **MAY 3, 2023**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **CITY ATTORNEY'S OFFICE**

DISTRICT: **ALL**

SUBJECT: **APPROVE FIRST AMENDMENT TO LEGAL SERVICES AGREEMENT WITH CIVICA LAW GROUP, APC (A-8272) TO INCREASE THE TOTAL AMOUNT OF THE AGREEMENT BY $500,000 NOT TO EXCEED THE SUM OF $600,000**

ISSUE

Approve First Amendment to Legal Services Agreement with Civica Law Group, APC (A-8272) to increase the total amount of the Agreement by $500,000 not to exceed the sum of $600,000.

RECOMMENDATION

Staff recommends that the City Council:

1. Approve the First Amendment to Legal Services Agreement with Civica Law Group, APC to increase the total amount of the Agreement by $500,000 not to exceed the sum of $600,000; and
2. Authorize the City Manager or her designee to execute the First Amendment with Civica Law Group, APC substantially in the same form as presented to the City Council.

BACKGROUND

This action is part of a transition from working with the same prosecution attorneys, but under the new law firm, Civica Law Group, APC. The law firm of Civica Law Group, APC has represented the City, providing general advice regarding code enforcement and prosecuting nuisance abatement actions on behalf of the City. Civica Law Group, APC has been successful abating nuisance properties within the City and routinely obtains full cost recovery for the City.

DISCUSSION

To continue with Civica Law Group's representation of the City, an amendment must be executed to extend the maximum contract amount. By extending the maximum contract amount by $500,000, it will allow payment of future services rendered by Civica Law Group, APC for ongoing code enforcement, nuisance abatement, and general advisory

services. Staff proposes that the City Council authorize the City Manager to execute the Amendment and allow Civica Law Group, APC to continue to provide legal services.

FISCAL IMPACT

The Legal Services Agreement has the not-to-exceed amount of $600,000, however this amount is not guaranteed. Fees will only be paid to the extent services are provided. Funds for this agreement are currently budgeted in the City Attorney's Office budget accounts, Prosecuting Attorney Account (10114001-721121).

In 2022, and through April 2023, Civica Law Group, APC has recovered approximately $183,300 in costs for the City (not including pending cases where cost recovery is expected or cases where cost recovery is in progress).

STRATEGIC PLAN

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

A. Provide comprehensive and innovative safety services to prevent crime and promote a safe community.

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:	Angie Barajas, Legal & Risk Coordinator
Certified as to availability of Funds:	Janelle Samson, Director of Finance
Approved by:	Ronda Perez, City Manager
Approved as to form:	William P. Curley, III, Interim City Attorney

ATTACHMENTS

1. First Amendment with Civica Law Group, APC
2. Agreement with Civica Law Group, APC (A-8272)

FIRST AMENDMENT TO AGREEMENT A-8272
BETWEEN THE CITY OF PALMDALE AND CIVICA LAW GROUP, APC

This First Amendment to Agreement No. A-8272 ("Agreement") is made and entered into by and between the City of Palmdale (hereinafter called "CITY") and Civica Law Group, APC (hereinafter called "FIRM"). This Contract shall become effective on the date of the last signatory.

WHEREAS, CITY and FIRM entered into an Agreement on March 8, 2023 for legal services pursuant to California Business and Professions Code Section 6148; and

WHEREAS, CITY and FIRM desire to amend the contract amount of the Agreement to provide for additional services.

NOW THEREFORE, in consideration of the foregoing, the parties agree as follows:

1. The compensation identified in Section 4(e) shall be amended to increase the total amount of the Agreement by Five-Hundred Thousand Dollars ($500,000) not to exceed the sum of Six-Hundred Thousand Dollars ($600,000).

2. All other terms and conditions remain the same.

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
City Manager

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38300 Sierra Hwy
Palmdale, CA 93550

APPROVE AS TO FORM:

William P. Curley, III
Interim City Attorney

ATTEST:

Roxanne Faber
Acting City Clerk

CIVICA LAW GROUP, APC

Matthew Silver, Esq.
Partner

ADDRESS FOR NOTICE:
CIVICA LAW GROUP, APC
4000 Barranca Parkway, Suite 250,
PMB #782
Irvine, CA 92604

---------- 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

AGREEMENT FOR LEGAL SERVICES BETWEEN THE CITY OF PALMDALE AND CIVICA LAW GROUP, APC

AGREEMENT NO. A-8272

This Legal Services Agreement ("Agreement") is made and entered into by and between the City of Palmdale ("City"), a California municipal corporation, and Civica Law Group, APC, a California Professional Corporation engaged in the practice of law in the State of California ("Firm"), collectively identified as "the parties."

RECITALS:

A. This Agreement is made pursuant to California Business and Professions Code Section 6148, and is intended to fulfill the requirements of that section.

B. The City desires to retain the Firm to provide specialized legal services related to the areas of code enforcement, nuisance abatement, as well as general advisory services related to municipal law.

C. The attorneys of the Firm are duly licensed under the laws of the State of California and are fully qualified to provide the services contemplated by this Agreement.

THE PARTIES AGREE AS FOLLOWS:

1. **Scope of Services.**

a. The Firm will provide those legal services as may be authorized and assigned by the Palmdale City Attorney, including, without limitation, legal services related to the areas of code enforcement, nuisance abatement, as well as general advisory services related to municipal law. The firm will provide those legal services reasonably required to accomplish City's stated goals.

b. The legal services the Firm will provide to City will be billed at the rates set forth in Exhibit "A", attached.

2. **Designation of Responsible Attorneys.**

Matthew R. Silver, Esq. is designated as the attorney responsible for providing the legal services under this Agreement to City and for supervising any other attorneys within the Firm assisting him in the performance of those services. The Firm's offices are located at 4000 Barranca Parkway, Suite 250, PMB #782, Irvine, CA 92604.

3. **Confidentiality.**

All reports, information, data, or other documents prepared or assembled by the Firm under this Agreement are confidential and the Firm shall not make the same available to any individual or organization without the prior written approval of the Palmdale City Attorney.

4. **Maximum Contract Amount, Billing Procedures, and Monthly Statements.**

a. The Firm shall submit to the Palmdale City Attorney, within thirty (30) days after the end of each calendar month, an itemized statement of the professional services provided and the time expended providing those services. This statement will be in the form customarily submitted by the Firm to clients that are billed on an hourly basis. Block billing is not permitted. The parties acknowledge that payment of all monthly statements is expected to be made within thirty (30) days of the billing date.

b. The Firm will bill the City for items such as, but not limited to, long distance telephone calls, filing fees (if applicable), document duplication, computerized legal research, word-processing, and similar out-of-pocket expenditures. These items will be separately designated on the Firm's monthly statements as "disbursements," and will be billed in addition to the fees for professional services.

c. If the Firm's services are billed by the hour, time will be charged by the Firm in increments of 1/10 of an hour (i.e., six-minute units). Among the services which are routinely billed are telephone conversations and travel time. In addition to the fees charged for services, the Firm also bills for costs incurred, which include, but are not limited to, filing fees (if applicable), messenger and air courier expenses, parking expenses, local and out-of-town travel expenses, facsimile and other communication expenses, postage, and printing costs. In addition, the Firm charges for certain internal costs if incurred on City's behalf, such as photocopying, secretarial overtime, and word processing.

The rate structure in general, or the rates of particular attorneys, may be increased from time to time, after a minimum 30-day written notice to and written consent of the Palmdale City Attorney. To the extent feasible, these adjustments will be made so as to coincide with the beginning of City's fiscal year, which begins on July 1st. If possible, requests to increase fees should be forwarded to the Palmdale City Attorney in February of any given year.

d. The Firm's fees for legal services are based primarily on hourly rates; other factors considered by the Firm in determining a fair fee are set forth in Rule 4-200 of the Rules of Professional Conduct of the California State Bar Association. If persons who are "Of Counsel" to the Firm work on City matters, the Firm and its Of Counsel may from time to time share the fees paid by City; however, if such is the case, City's fees will not be increased in any way, and the fees which City is requested to pay will be the same as would have been payable had there been no such sharing of fees.

e. All fees, charges, costs and reimbursable items for

the entire term of this Agreement shall not exceed a maximum of **$100,000.00.**

5. **Resolution of Fee Disputes.**

City is entitled to require that any fee dispute be resolved by binding arbitration in Los Angeles in accordance with the arbitration rules of the Los Angeles County Bar Association for legal fee disputes. If City chooses not to use the Los Angeles County Bar Association's arbitration procedures, City agrees that any disputes regarding the professional services rendered or fees charged by the Firm will be submitted to binding arbitration in Los Angeles to be conducted by the American Arbitration Association in accordance with its commercial arbitration rules.

6. **Term of the Agreement.**

This Agreement shall become effective on the date of the last signatory and will remain in full force and effect for a period of two (2) years or until terminated in accordance with the provisions of Section 7. Notwithstanding the above, if the Firm is currently working on an assigned project, the term of this Agreement shall be extended until the assigned project is completed or terminated pursuant to Section 7.

7. **Termination of the Agreement.**

City has the right to terminate the Firm's representation at any time, without cause, subject to an obligation to give notice in writing to the Firm at least thirty (30) days prior to termination. The Firm has the same right, subject to an obligation to give City written notice at least ninety (90) days prior to termination so that City will be able to arrange alternative representation. In either circumstance, City agrees to secure new counsel as quickly as possible and to cooperate fully in the substitution of the new counsel as counsel of record in any pending litigation matters. The Firm agrees to cooperate fully in any such transition, including the transfer of files. Upon termination, all finished or unfinished materials shall become the property of City. Notwithstanding the termination of the Firm's representation, City will remain obligated to pay to the Firm all fees and costs incurred prior to such termination.

8. **Modifications to the Agreement.**

Unless otherwise provided for in this Agreement, modifications relating to the nature, extent, or duration of the Firm's professional services to be rendered will require the written approval of the Palmdale City Attorney. Any such written approval will be deemed to be a supplement to this Agreement and will specify any changes in the Scope of Services and the agreed-upon billing rate to be charged by the Firm and paid by the City.

9. **Independent Contractor.**

No employment relationship is created by this Agreement with the Firm or any employees of the Firm. For all purposes, the Firm and its employees

are independent contractors to City and shall not incur, nor have the authority to incur any debt, obligation, or liability for or against City.

10. **Assignment and Delegation.**

This Agreement contemplates the performance of professional services by the Firm. Neither this Agreement, nor any portion of it, may be assigned or delegated by the Firm without the prior written consent of the Palmdale City Attorney. Delegation to attorneys outside the Firm will be limited to those situations in which the Firm is disqualified by virtue of a conflict of interest, or where the Firm does not possess the expertise to perform services in a particular practice area. The Firm will supervise delegated work, except where precluded from doing so by virtue of a conflict of interest, and where otherwise agreed to by the parties.

11. **Conflict of Interest.**

The Firm affirms that it presently has no interest and shall not have any interest, direct or indirect, which would conflict in any manner with the performance of the services contemplated by this Agreement. No person having such interest shall be employed by or associated with the Firm.

12. **Insurance.**

a. The Firm shall obtain and maintain in full force and effect a professional liability insurance policy that provides coverage in an amount not less than $1,000,000 per occurrence. This insurance policy shall provide coverage to the City for any damages or losses suffered by City as a result of any error, omission, or neglect by the Firm that arises out of the professional services rendered under this Agreement. Such insurance may be subject to a self-insured retention or deductible to be borne entirely by the Firm. If such insurance is on a claims-made basis, firm shall maintain such coverage for no less than three years following the termination of the Agreement. This insurance policy shall provide coverage to the City for any damages or losses suffered by City as a result of any error, omission, or neglect by the Firm that arises out of the professional services rendered under this Agreement. Such insurance may be subject to a self-insured retention or deductible to be borne entirely by the Firm.

b. The Firm will obtain and maintain workers' compensation insurance in accordance with Section 3700 of the California Labor Code.

c. The Firm will obtain and maintain in full force and effect commercial general liability insurance in an amount not less than $1,000,000 per occurrence with a $2,000,000 aggregate.

d. The Firm will obtain and maintain in full force and effect a commercial automobile liability policy in an amount not less than $1,000,000 including owned (if any), non-owned and hired automobile coverage.

e. All insurance coverage specified above will provide for a minimum of thirty (30) days notice of cancellation by the insurance carrier, and will be maintained in full force and effect throughout the term of this Agreement. Such insurance shall name the City as an additional insured, and shall include a waiver of subrogation.

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

13. **Legal Files.**

a. During the period that the Firm is actively working upon a matter, the files pertaining thereto will be maintained in its offices. After the Firm has concluded working upon a matter, the files may be transferred to an offsite storage facility, from which they can be retrieved upon reasonable notice. All original agreements, modification or deeds, easements or similar original documents should be forwarded to the Palmdale City Clerk either as created or at the expiration of the fourth calendar year following the consummation or conclusion of each matter for which a file is opened. City may request copies of its client matter files at any time, including, without limitation, upon termination of the Firm's engagement. City agrees that upon delivery of any client matter files that it will pay the Firm for its costs incurred in photocopying such files.

b. If the firm is called upon to give testimony or produce documents in any legal or administrative proceeding which concerns City in any way, whether before or after the representation and rendition of legal services to City under this agreement terminates, City agrees to pay the Firm, at it's then prevailing hourly rates, for it's time in investigating, preparing for and in giving testimony and/or in producing documents and for all expense incurred in connection with doing so.

14. **Entire Agreement**

This Agreement will constitute the full and complete agreement and understanding of the parties and supersedes all prior agreements and all other written or oral statements of either party relating to its subject matter.

15. **Nondiscrimination**

In performance of this Agreement, the Firm 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, or age, gender, gender identity, gender expression, genetic information, or military and veteran status. The Firm 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, or 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.

TO EFFECTUATE THIS AGREEMENT, the authorized representatives of the parties have caused this Agreement to be executed as of the dates indicated below.

CITY OF PALMDALE

Ronda Perez
Signed: 3/6/2023

Ronda Perez
City Manager

Michael P. Miller
Signed: 3/2/2023

ADDRESS FOR NOTICE:
CITY OF PALMDALE
38300 Sierra Hwy
Palmdale, CA 93550

CIVICA LAW GROUP, APC

Matthew Silver
Signed: 3/2/2023

Matthew R. Silver, Esq.
Partner

ADDRESS FOR NOTICE:
Civica Law Group, APC
4000 Barranca Parkway, Suite 250, PMB #782
Irvine, CA 92604

APPROVE AS TO FORM:

William Patrick Curley III
Signed: 3/3/2023

William P. Curley, III
Interim City Attorney

ATTEST:

Roxanne Faber
Signed: 3/8/2023

Roxanne Faber
Acting City Clerk

EXHIBIT "A"
RATE SCHEDULE

A. Identification.

Client: City of Palmdale
Matter: Any matters assigned by the Palmdale City Attorney

B. **Attorney Fees**

Hourly Rate: $235.00 – attorneys; $140 – paralegals/law clerks.

These rates shall automatically increase by three percent each new fiscal year in order to offset rising costs.

C. **Standard Charges.**

Hourly rate will be billed in minimum units of one-tenth hours.

D. **Costs and Expenses.**

In-office photocopying (Black & White)	$0.16/page
In-office photocopying (Color)	$0.60/page
Mileage	IRS prevailing mileage rates
Computerized Legal Research	At vendor cost
Word Processing	No charge
Postage	At vendor cost
Courier and Air Freight Charges	At vendor cost
Messenger Services	At vendor cost
Title Report and/or Litigation Guarantee	At vendor cost
Notary	At vendor cost
Court Photocopying	At cost
Incoming or out-going Fax Charges	No charge
Conference Call Charges	AT&T standard rates or equal
Travel Expenses	At cost
Other reasonable costs	At cost

---------- 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



Signed on 2023-03-02 20:12:09 GMT

Secured by Concord™
DocumentID: YmE3OTcyYWEtZT
SigningID: YTU5NzFiN2YtMj
Signing date: 3/2/2023
IP Address: 206.171.111.149
Email: mmiller@cityofpalmdale.org

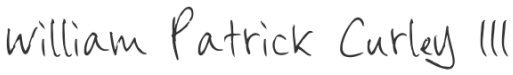
For
Name
Title



Signed on 2023-03-02 22:30:24 GMT

Secured by Concord™
DocumentID: YmE3OTcyYWEtZT
SigningID: YTQyMTQzNjUtZW
Signing date: 3/2/2023
IP Address: 68.228.83.46
Email: msilver@civicalaw.com

For
Name
Title



Signed on 2023-03-03 16:46:53 GMT

Secured by Concord™
DocumentID: YmE3OTcyYWEtZT
SigningID: NDJiZTcwY2EtND
Signing date: 3/3/2023
IP Address: 107.131.11.226
Email: wcurley@harperburns.com

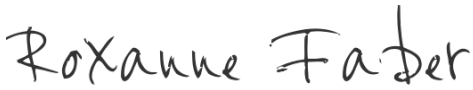
For
Name
Title



Signed on 2023-03-06 16:16:43 GMT

Secured by Concord™
DocumentID: YmE3OTcyYWEtZT
SigningID: MzllNWI3ODktNT
Signing date: 3/6/2023
IP Address: 206.171.111.149
Email: rperez@cityofpalmdale.org

For
Name
Title



Signed on 2023-03-08 16:21:37 GMT

Secured by Concord™
DocumentID: YmE3OTcyYWEtZT
SigningID: Yzk3ZWZiZTUtN2
Signing date: 3/8/2023
IP Address: 206.171.111.149
Email: rfaber@cityofpalmdale.org

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City Council Staff Report

DATE: **MAY 3, 2023**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS**
ENGINEERING DIVISION

DISTRICT: **1 AND 2**

SUBJECT: **ADOPT RESOLUTION NO. CC 2023-024, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE DIRECTING THE PREPARATION OF THE ANNUAL ENGINEER'S REPORT FOR THE CONTINUATION OF THE ANNUAL LEVY OF ASSESSMENTS AND DESIGNATING THE ENGINEER OF WORK FOR FISCAL YEAR 2023/2024 FOR THE CITY OF PALMDALE DRAINAGE BENEFIT ASSESSMENT DISTRICTS NO. 1, AND NO. 2006-02.**

ISSUE

Adopt Resolution No. CC 2023-024, a Resolution of the City Council of the City of Palmdale directing the preparation of the annual Engineer's Report for the continuation of the annual levy of assessments and designating the Engineer of Work for the City of Palmdale Drainage Benefit Assessment Districts No. 1, and No. 2006-02.

RECOMMENDATION

Staff recommends that the City Council adopt Resolution No. CC 2023-024 directing the preparation of the annual Engineer's Report for the continuation of the annual levy of assessments and designating the Engineer of Work for the City of Palmdale Drainage Benefit Assessment Districts No. 1, and No. 2006-02.

BACKGROUND

The Anaverde (Drainage Benefit Assessment District No. 1, formed in 2004), and Ritter Ranch (Drainage Benefit Assessment District No. 2006-02, formed in 2007) 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 Drainage Benefit Assessment Districts No. 1, and No. 2006-02 were approved by the property owners on May 12, 2004 and January 3, 2007, respectively, pursuant to mailed ballot elections conducted in accordance with Article XIIID of the California Constitution.

The purpose of the Drainage Benefit Assessment Districts 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

Resolution No. CC 2023-024 designates NBS as the Engineer of Work and directs the preparation of the annual Engineer's Report for Fiscal Year 2023/2024 for the City of Palmdale Drainage Benefit Assessment Districts No. 1, and No. 2006-02.

Each year, in order for the City to continue to levy annual assessments within the Drainage Benefit Assessment Districts No. 1, and No. 2006-02, the City must have a detailed Engineer's Report approved by the City Council. The attached resolution, ordering the preparation of the combined annual Engineer's Report, initiates the proceedings for the annual levy of assessments for the Drainage Benefit Assessment Districts No. 1, and No. 2006-02 for Fiscal Year 2023/2024.

The annual Engineer's Report will be presented to the City Council at the June 7, 2023 meeting. A public hearing will be held at the July 12, 2023 City Council meeting in order to accept public testimony regarding the annual report and authorize the levy of assessments for Fiscal Year 2023/2024.

FISCAL IMPACT

Levy amounts will be included with the Engineer's Report that will be presented at the June 7, 2023 City Council meeting.

STRATEGIC PLAN

Goal III: Invest in infrastructure to improve community viability.

A. Seek innovative, cost effective, customer focused methods of service delivery.

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

Prepared by:	Lynn Glidden, Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Director of Finance
Approved by:	Ronda Perez, City Manager
Approved as to form:	William P. Curley III, Interim City Attorney

ATTACHMENTS

1. Resolution No. CC 2023-024

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2023-024

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE DIRECTING PREPARATION OF THE ANNUAL ENGINEER'S REPORT FOR THE CONTINUATION OF THE ANNUAL LEVY OF ASSESSMENTS AND DESIGNATING THE ENGINEER OF WORK FOR FISCAL YEAR 2023/2024 FOR THE DRAINAGE BENEFIT ASSESSMENT DISTRICTS NO. 1, AND NO. 2006-02

WHEREAS, the City of Palmdale Drainage Benefit Assessment Districts No. 1, and No. 2006-02 (the “Assessment Districts” or “Districts”) were approved by property owners pursuant to mailed ballot elections conducted in accordance with Article XIIID of the California Constitution, and 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).

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 hereby proposes to continue to levy and collect annual assessments against the lots and parcels of land within the City of Palmdale Drainage Benefit Assessment Districts No. 1, and No. 2006-02 to pay for the costs and expenses of the improvements described in Section 3 below, for the fiscal year commencing July 1, 2023 and ending June 30, 2024, pursuant to the Act, and as provided by Article XIIID of the California Constitution.

SECTION 2. The purpose of the Assessment Districts is for the installation, maintenance, and servicing of public improvements, as described in Section 3 below.

SECTION 3. Within the Assessment Districts, the existing and proposed improvements to be undertaken may be briefly described as follows: the 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 4. NBS is hereby designated as Engineer of Work for purposes of these proceedings and is hereby ordered to prepare an Engineer's Report in accordance with Article 4 of Chapter 6.4 of the Act and Article XIIID of the California Constitution. Upon completion, the Engineer of Work shall file the Engineer's Report with the City Clerk for submission to the City Council.

SECTION 5. This Resolution shall take effect immediately upon its adoption.

SECTION 6. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED and **ADOPTED** this 3rd day of May, 2023.

_____
Laura Bettencourt, Mayor

Approved as to form:

ATTEST:

_____
William P. Curley, III
Interim City Attorney

_____
Rochelle Scott, Acting City Clerk

I, Rochelle Scott, Acting 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 3rd day of May, 2023 by the following roll call vote:

AYES: _____

NOES: _____

ABSTAIN: _____ABSENT:_____

Date: _____ _____
Rochelle Scott, Acting City Clerk

City Council Staff Report

DATE: **MAY 3, 2023**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS**
ENGINEERING DIVISION

DISTRICT: **ALL**

SUBJECT: **ADOPT RESOLUTION NO. CC 2023-025, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE DIRECTING THE PREPARATION OF THE ANNUAL ENGINEER'S REPORTS FOR THE CONTINUATION OF THE ANNUAL LEVY OF ASSESSMENTS AND DESIGNATING THE ENGINEER OF WORK FOR FISCAL YEAR 2023/2024 FOR THE CITY OF PALMDALE LANDSCAPE MAINTENANCE ASSESSMENT DISTRICTS AND ANNEXATIONS, PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT, AND STREETLIGHT MAINTENANCE ASSESSMENT DISTRICTS AND ANNEXATIONS.**

ISSUE

Adopt Resolution No. CC 2023-025, a Resolution of the City Council of the City of Palmdale directing the preparation of the annual Engineer's Reports for the continuation of the annual levy of assessments and designating the Engineer of Work for fiscal year 2023/2024 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 recommends that the City Council adopt Resolution No. CC 2023-025 directing the preparation of the annual Engineer's Reports 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, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations, were approved by property owners pursuant to several mailed ballot elections conducted in accordance with Article XIIID of the California Constitution and the Landscaping and Lighting Act of 1972 (the "Act"), Part 2

of Division 15 of the California Streets and Highways Code (commencing with Section 22500 thereof).

The purpose of the Landscape Maintenance Assessment Districts and Annexations 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 Landscape Maintenance Assessment Districts and Annexations.

The purpose of the Park Maintenance and Recreation Improvement District is to fund the installation, maintenance and servicing of public parks and recreational facilities throughout the City.

The purpose of the Streetlight Maintenance Assessment Districts and Annexations 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 which are appurtenant to any of the aforementioned or which are necessary or convenient for the maintenance or servicing thereof.

DISCUSSION

Resolution No. CC 2023-025 designates NBS as the Engineer of Work and directs the preparation of the annual Engineer's Reports for Fiscal Year 2023/2024 for the City of Palmdale Landscape Maintenance Assessment Districts and Annexations, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations.

Each year, the Landscaping and Lighting Act of 1972 requires that, in order to continue the annual levy of assessments, the Landscape Maintenance Assessment Districts and Annexations, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations have a detailed Engineer's Report approved by the City Council. The attached resolution, ordering the preparation of the annual Engineer's Reports, initiates the proceedings for the annual levy of assessments for the Landscape Maintenance Assessment Districts and Annexations, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations for Fiscal Year 2023/2024.

The annual Engineer's Reports will be presented to the City Council at the June 7, 2023 meeting. A public hearing will be held at the July 12, 2023 Council meeting in order to accept public testimony regarding the combined annual Engineer's Report and levy of assessments for Fiscal Year 2023/2024.

FISCAL IMPACT

Levy amounts will be included with the combined annual Engineer's Reports that will be presented at the June 7, 2023 City Council meeting.

STRATEGIC PLAN

Invest in infrastructure to improve community viability.

Prepared by:	Lynn Glidden, Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Director of Finance
Approved by:	Ronda Perez, City Manager
Approved as to form:	William P. Curley III, Interim City Attorney

ATTACHMENTS

1. Resolution No. CC 2023-025

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2023-025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE DIRECTING PREPARATION OF THE ANNUAL ENGINEER'S REPORT FOR THE CONTINUATION OF THE ANNUAL LEVY OF ASSESSMENTS AND DESIGNATING THE ENGINEER OF WORK FOR FISCAL YEAR 2023/2024 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, 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”) were approved by property owners pursuant to several mailed ballot elections conducted in accordance with Article XIIID of the California Constitution, and the Landscaping and Lighting Act of 1972 (the "Act"), Part 2 of Division 15 of the California Streets and Highways Code (commencing with Section 22500 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 City Council hereby proposes to continue to levy annual assessments for existing City of Palmdale Districts and to levy and collect assessments against the lots and parcels of land within such Districts to pay for the costs and expenses of the improvements described in Section 3 below, for the fiscal year commencing July 1, 2023 and ending June 30, 2024, pursuant to the Act, and as provided by Article XIIID of the California Constitution.

SECTION 2. The purpose of the Districts is for the installation, maintenance and servicing of public improvements, as described in Section 3 below.

SECTION 3. Within the Landscape Assessment Districts, the existing and proposed improvements to be undertaken may be briefly 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 Landscape Assessment 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, and water for the irrigation and control of the landscaping and the maintenance of any of the ornamental structures, landscaping, and appurtenant facilities.

Within the Park District, the existing and proposed improvements to be undertaken by the Park District are generally described as: installation, maintenance and servicing of public facilities, including but not limited to, landscaping, sprinkler systems, park grounds, park facilities, amphitheaters, landscape corridors, ground cover, shrubs and trees, street frontages, multi-use trails, camp sites and picnic areas, equestrian facilities, playground equipment and hardcourt areas, senior and community centers, drainage systems, lighting, fencing, entry monuments, sport and recreation fields, concession stands, basketball courts, tennis courts, running tracks, aquatic parks, swimming pools and pool enclosures, other recreational facilities, security guards, graffiti removal and repainting, and labor, materials, supplies, utilities and equipment, as applicable, for property owned, operated or maintained by the City of Palmdale. Whereas, 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, playground equipment, play courts, recreational facilities, and public restrooms. Whereas, 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 part of any improvement; providing for the life, growth, health and beauty of landscaping; and cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti. Whereas, servicing means the furnishing of electric current or energy for the operation or lighting of any improvements, and water for irrigation of any landscaping or the maintenance of any other improvements.

Within the Streetlight Assessment Districts, the existing and proposed improvements to be undertaken may be briefly described as follows: 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 which are appurtenant to any of the aforementioned or which are necessary or convenient for the maintenance or servicing thereof.

SECTION 4. NBS is hereby designated as Engineer of Work for purposes of these proceedings and is hereby ordered to prepare an Engineer's Report in accordance with Article 4 of Chapter 1 of the Act and Article XIIID of the California Constitution. Upon completion, the Engineer of Work shall file the Engineer's Report with the City Clerk for submission to the City Council.

SECTION 5. This Resolution shall take effect immediately upon its adoption.

SECTION 6. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED and **ADOPTED** this 3rd day of May, 2023.

_____
Laura Bettencourt, Mayor

Approved as to form:

ATTEST:

_____
William P. Curley, III
Interim City Attorney

_____
Rochelle Scott, Acting City Clerk

I, Rochelle Scott, Acting 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 3rd day of May, 2023 by the following roll call vote:

AYES: _____

NOES: _____

ABSTAIN: _____ABSENT:_____

Date: _____ _____
Rochelle Scott, Acting City Clerk

City Council Staff Report

DATE: **MAY 3, 2022**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
MAINTENANCE DIVISION

DISTRICT: **ALL**

SUBJECT: **APPROVE PURCHASE ORDER NO. 20230522 WITH NIXON-EGLI EQUIPMENT COMPANY FOR ONE (1) NEW JAJ-600WH EASEMENT MACHINE IN AN AMOUNT NOT TO EXCEED $114,109.**

ISSUE

Approve Purchase Order No. 20230522 with Nixon-Egli Equipment Company for One (1) New JAJ-600WH Easement Machine in an amount not to exceed $114,109.

RECOMMENDATION

Staff recommends that the City Council:

1. Approve Purchase Order No. 20230522 with Nixon-Egli Equipment Company for One (1) New JAJ-600WH Easement Machine in an amount not to exceed $114,109.

2. Authorize the City Manager or her designee to authorize Purchase Order No. 20230522 with Nixon-Egli Equipment Company, including minimal and/or non-substantive changes.

BACKGROUND

With the adoption of the Fiscal Year 2022-2023 Budget, the City approved the purchase of a new JAJ-600WH easement machine for Sewer Maintenance to help meet their operational needs.

The City is utilizing cooperative pricing through Sourcewell Contract No. 101221-SCA with Sewer Equipment Co. of America for the purchase of this equipment from authorized distributor Nixon-Egli Equipment Company of Southern California. This cooperative agreement has an initial four-year term effective from November 24, 2021 through November 29, 2025, with an option to renew for one (1) additional one-year period through November 29, 2026 at Sourcewell's discretion.

DISCUSSION

Currently, Sewer Maintenance has no means of reaching certain manholes and mainlines to perform necessary preventative maintenance. These manholes and mainlines are in easements with very limited access resulting in substandard cleaning and maintenance. The addition of a sewer easement machine would allow crews to gain access to areas where the full-size equipment cannot reach and greatly enhance sewer maintenance possibilities.

The JAJ-600WH easement machine is a self-propelled four-wheel drive, all terrain, hose reel that will be used in conjunction with a high-pressure hydro jetter or GapVax sewer truck. It is equipped with a safety pressure relief valve, 180-degree rotating safety reel, automatic “hands free” level wind hose, hydraulic tool circuit, and a “caterpillar type” independently suspended track drive system, and has the ability to fit through standard 36” gates. These features extend the capabilities of the City’s current sewer trucks by 500 feet or more, allowing crews to perform preventative maintenance more adequately in these normally unreachable areas and reducing the likelihood of sewer overflows.

Therefore, staff recommends that the City Council Approve purchase order 20230522 with Nixon-Egli Equipment Company for a new JAJ-600WH Easement Machine in an amount not to exceed $114,109.

FISCAL IMPACT

The purchase order amount for One (1) New JAJ-600WH Easement Machine for FY 2022-2023 will not exceed $114,109. Sufficient funds are budgeted in Fleet Maintenance Account 15433006-774400.

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.

Goal III: Invest in infrastructure to improve community livability.

B. Seek innovative, cost effective, customer focused methods of service delivery.

Prepared by:	Lynn Glidden, Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Director of Finance
Approved by:	Ronda Perez, City Manager
Approved as to form:	William P. Curley, Interim City Attorney

ATTACHMENTS

1. Purchase Order No. 20230522 Nixon-Egli Equipment
2. Sourcewell Contract No. 101221-SCA
3. Nixon-Egli Quote 100710 Easement Machine

CITY OF PALMDALE

Purchase Order

PURCHASING DIVISION
PHONE: (661) 267-5444 FAX (661) 267-5454
BILL TO: ACCOUNTS PAYABLE
38300 Sierra Highway
Palmdale, CA 93550
(661) 267-5460

Revisions 000
Expiration Date 06/30/2023

THIS NUMBER MUST APPEAR ON ALL INVOICES, PACKAGES AND SHIPPING PAPERS.

Purchase Order # **20230522**

NO SUBSTITUTIONS WITHOUT APPROVAL OF PURCHASING DIVISION. USE CITY OF PALMDALE ADDRESS SPECIFIED BELOW. MERCHANDISE MUST BE DELIVERED TO SPECIFIC DEPARTMENT.

VENDOR
NIXON-EGLI EQUIPMENT COMPANY OF SOUTHERN CALIFORNI
2044 S. VINEYARD AVENUE
ONTARIO, CA 91761

SHIP TO
ADAM DYER
PUBLIC WORKS/MAINTENANCE
39110 3RD ST EAST
PALMDALE, CA 93550
Email: ADYER@CITYOFPALMDALE.ORG
Phone: 661-267-5338

Vendor Phone Number	Vendor Fax Number	Requisition Number	Buyer
		230915	Matthew Harris

Date Ordered	Vendor Number	Date Required	Freight Method/Terms	Department/Location
03/20/2023	9320	03/20/2023	DESTINATION/NET 45	STREET MAINTENANCE

Item#	Description/PartNo	QTY	UOM	Unit Price	Extended Price
	Sewer equipment JAJ-600WH Easement machine The Above Purchase Order Number Must Appear On All Correspondence - Packing Sheets And Bills Of Lading				
1	Sewer Equipment JAJ-600WH Easement Machine AUTOMOTIVE VEHICLES AND RELATED TRANSPORTATION EQUIPMENT (INCLUDING TRAILERS) (EFFECTIVE 1-1-06 THIS CLASCTIVATED, REFER TO CLASSES 071, 0ND 073) PURCHASE ORDER PENDING CITY COUNCIL'S APPROVAL ON MAY 3, 2023. QUOTE #100710 SOURCEWELL #101221-SCA	1.0	EA	$114,109.00	$114,109.00
	15433006 - 774400				***$114,109.00***
	Commodity Code: 07000-00 AUTOMOTIVE VEHICLES AND RELATED TRANSPORTATION EQUIPMENT (INCLUDING TRAILERS) (EFFECTIVE 1-1-06 THIS CLASCTIVATED, REFER TO CLASSES 071, 0ND 073)				

IMPORTANT: Read Terms and Conditions provided as part of this purchase order

By: _____
Director of Finance

VENDOR COPY

Sales Tax	$0.00
Order Total	**$114,109.00**

1. **ACCEPTANCE** ACCEPTANCE OF THIS PURCHASE ORDER BY THE VENDOR IS EXPRESSLY LIMITED TO THE TERMS AND CONDITIONS CONTAINED HEREIN. ANY TERM OR CONDITION STATED BY THE VENDOR IN ANY PRIOR PROPOSAL , ON VENDOR'S ACKNOWLEDGEMENT FORM, OR IN OTHERWISE ACKNOWLEDGING OR ACCEPTING THIS ORDER IS DEEMED BY BUYER TO BE A MATERIAL ALTERATION OF THIS ORDER AND IS HEREBY OBJECTED TO BY THE BUYER. ANY SUCH TERM OR CONDITION SHALL BE INAPPLICABLE TO THIS ORDER UNLESS EXPRESSLY AGREED TO IN WRITING SIGNED BY AN AUTHORIZED REPRESENTATIVE OF BUYER. ACCEPTANCE OF THE MERCHANDISE COVERED BY THIS ORDER WILL NOT CONSTITUTE ACCEPTANCE BY BUYER OF VENDOR'S TERMS AND CONDITIONS. ANY OF THE FOLLOWING ACTS BY VENDOR SHALL CONSTITUTE ACCEPTANCE OF THIS OFFER AND ALL OF ITS TERMS AND CONDITIONS; SIGNING AND RETURNING A COPY OF THIS ORDER; DELIVERY OF ANY OF THE MERCHANDISE ORDERED; INFORMING THE BUYER OF COMMENCEMENT OF PERFORMANCE; OR RETURNING VENDOR'S OWN FORM OF ACKNOWLEDGEMENT.

2. **PRICE AND DELIVERY** Vendor shall furnish the merchandise covered by this order (which may consist of or include services of a non-technical and non-professional nature or construction work) in accordance with the prices and delivery schedule stated on the face of this order. If prices or delivery dates are not stated, Vendor shall offer its lowest prices or best delivery dates, both of which shall be subject to written acceptance by Buyer. All prices include all applicable taxes, except sales taxes which are separately shown where applicable. Vendor warrants that the prices charged for the merchandise ordered will be as low as the lowest price charged by the Vendor to any customers purchasing similar merchandise in the same or smaller quantities and under like circumstances.

3. **PAYMENT** Buyer shall pay to Vendor the full sales price within forty five (45) days of invoice date, or sooner if otherwise specified on the face of this order.

4. **PACKING AND SHIPPING** Vendor warrants that prices include all charges for packing, crating, and transportation to F.O.B. point. All merchandise shall be packaged, marked, and otherwise prepared in accordance with good commercial practices to obtain the lowest shipping rates and to assure adequate protection of the merchandise in shipment and storage and its arrival at F.O.B. point in undamaged condition. An itemized packing list shall accompany each shipment.

5. **F.O.B, TITLE AND RISK OF LOSS** Unless otherwise specified on the face of this order, the F.O.B. point shall be Buyer's location designated on the face of this order . If transportation is F.O.B. Vendor's location, Vendor shall bear all risk of loss or damage to the merchandise, and title shall not shift to Buyer, until delivery of the merchandise to Buyer's designated location.

6. **INVOICING** After shipping or otherwise providing merchandise under this order, Vendor shall send a separate invoice, in duplicate, including item numbers and accompanied by a bill of lading or express receipt. The time for payment of Vendor's invoices shall commence upon the date of actual receipt of merchandise and acceptable invoices consistent with the requirements of this order.

7. **ADVANCE SHIPMENTS AND COMMITMENTS** Buyer may, at its option, either merchandise received in advance of the delivery schedule set forth herein, or return it to Vendor at Vendor's risk and expense. If retained, time for payment and discount, if any, shall be based upon scheduled delivery dates. Vendor shall place all orders for, and schedule deliveries of materials necessary for its performance under this order at such times as will enable Vendor to meet, but not unreasonably anticipate, the stated delivery schedule. In the event of termination of or changes to this order, Buyer shall not be liable for any charges or costs arising form commitments by Vendor for the acquisition of materials, or work performed, in advance of the time necessary to meet the specified delivery schedule, unless Buyer has given its prior written consent to such advance commitments or work.

8. **CHANGES** Buyer may, by written change order, suspend performance in whole or in part, make changes in quantities, in drawings, designs or specifications, in the method of shipment or packing in the time or place of delivery, or require additional or diminished work. If any such changed causes an increase or decrease in the cost of or the time required for, performance of this order, an equitable adjustment shall be made in the contract price or delivery dates, or both and this order shall be modified in writing accordingly. Any claim for adjustment under this Section 8 may, at Buyer's option, be deemed to be absolutely and unconditionally waived unless asserted in writing (including the amount of the claim) and delivered to Buyer within thirty (30) days from the date of receipt by Vendor of the change order. No change order will be binding on Buyer unless issued and signed by an authorized representative of Buyer's purchasing department. Nothing in this Section 8 shall excuse Vendor from proceeding with the order as changed.

9. **INSPECTION** Final inspection and acceptance of the merchandise shall be at the F.O.B. point unless otherwise specified in this order. Such inspection shall be in accordance with the customary established inspection procedures of Buyer at the location where the merchandise is received. Buyer reserves the right to use sampling procedures for the acceptance or rejection of any or all items ordered. If a lot is rejected by the sampling procedure, the entire lot may be returned to Vendor for screening at the Vendor's expense or, at the option of Buyer, the rejected lot may be screened by Buyer at Vendor's expense, and the costs thereof shall be deducted from Vendor's invoice. Buyer may reject any merchandise which contains defective materials or workmanship or does not conform to specifications or samples. In such event, Buyer may, at its option, and upon written notice to Vendor: (i) rescind this order as to such merchandise; (ii) accept such merchandise at an equitable reduction in price; or (iii) reject such merchandise and require the delivery of replacements. Deliveries of replacement merchandise shall be accompanied by a written notice specifying that such merchandise is a replacement. If Vendor fails to deliver required replacements promptly, Buyer may: (I) replace or correct such merchandise and charge the Vendor the cost thereby incurred by Buyer; or (ii) terminate this order for cause as provided in Section 16 hereof. The rights of Buyer under this Section 9 are in addition to any other rights or remedies herein or by law.

10. **WARRANTIES** In addition to all other warranties, expressed or implied, Vendor warrants that the merchandise will be: (I) free from defect in workmanship and materials; (ii) free from defects in design except to the extent that such merchandise complies with the specifications provided by Buyer, (iii) suitable for purposes, if any, which are stated on the face of this order or in any attachments hereto; and (iv) in conformity with all other requirements of this order. These warranties, and all other warranties, express or implied, shall survive delivery, inspection, acceptance and payment.

    In addition to all other rights Buyer may have, if merchandise is determined not to e as warranted within a period of one (1) year acceptance by Buyer, Buyer may return such merchandise to Vendor, at Vendor's expense, for correction, replacement or credit, as Buyer may direct. Any merchandise corrected or furnished in replacement shall, from the date of delivery of such corrected or replacement merchandise, be subject to the provision of this Section 10 for the same period and to the same extent as merchandise initially furnished pursuant to this order.

11. **PROPRIETARY INFORMATION** All written information obtained by Vendor from Buyer concerning this order, and which is identified as proprietary by Buyer, shall be received in confidence and shall remain the property of the Buyer, and shall be used and disclosed by Vendor only to the extent necessary for performance of this order.

12. **COMPLIANCE WITH LAWS** Vendor shall comply with all federal, state and local laws, ordinances, rules and regulations in the manufacture and sale of the merchandise (including the performance of any services or construction work). Vendor will defend and hold Buyer harmless from any loss, damage or costs attributable to or arising out of any actual or alleged violation of any such law, ordinance, rule or regulation.

13 **USE OF VENDOR'S LITERATURE** Buyer shall have the right, at no additional charge, to use and reproduce the Vendor's applicable literature, such as operating and maintenance manuals, technical publications, prints, drawings, training manuals, and other similar supporting documentation and sales literature. Vendor shall advise Buyer in writing of any updated information relating to the foregoing literature and documentation.

14. **LIABILITY FOR INJURY** Vendor shall indemnify Buyer against any loss and liability for all personal injury and property damage caused by the merchandise sold or the services of construction work.

15. **ASSIGNMENT PROHIBITED** Vendor shall not assign this order, or any rights or obligations hereunder, without the prior written consent of Buyer, and no attempted or purported assignment by Vendor shall be binding on Buyer without such written consent.

16. **DEFAULT AND TERMINATION** Buyer may, by written notice of default to the Vendor, terminate this order, or any part thereof, under the following circumstances:
    A. If Vendor fails to deliver the merchandise (or to commence performance of any services or construction work included therein) in accordance with the delivery schedule specified herein, or any extension thereof; or if vendor fails to perform any other provision of this order, or so fails to make progress as to endanger performance of this order in accordance with its terms, and any such failure or default is not cured within ten (10) days after written notice from the Buyer, or
    B. In the event of the appointment of a trustee, receiver or liquidator for all or a portion of Vendor's property, or the institution of bankruptcy, reorganization, arrangement or liquidation proceedings by or against the Vendor, or any assignments by Vendor for the benefit of creditors.

    Upon any termination to this Section 16, Buyer may purchase similar merchandise elsewhere, or secure the delivery of the merchandise by contract, or otherwise and Vendor shall be liable to Buyer for any excess cost to Buyer; provided, however, that Vendor shall not be liable for such excess costs when the delay of Vendor in performing or in making deliveries is due to causes beyond the control and without fault or negligence on the part of the Vendor. No cause shall constitute a basis for excusable delay unless Vendor has notified Buyer in writing of the existence of such cause within ten (10) days from the commencement thereof. The rights and remedies of Buyer under this Section 16 shall not be exclusive and are in addition to all other rights and remedies provided by law or by the terms and condition of this order.

17. **WAIVER** Buyer's failure to insist upon the performance of any provision of this order, or to exercise any right or privilege granted to Buyer under this order, shall not be construed as a waiver of any provision of this order, and the same shall continue in full force and effect. If any provision of this order is determined by a court of competent jurisdiction to be void or otherwise unenforceable, the other provisions of this order shall not be affected thereby.

18. **DISPUTE RESOLUTION** Disputes regarding the interpretation or application of any provisions of this order shall, to the extent reasonably feasible, be resolved through good faith negotiations between the parties. If any action at law or in equity is brought to enforce or interpret any provisions of this order, 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.

19. **GOVERNING LAW** The validity, performance and construction of the order, including all terms and conditions thereof, shall be construed in accordance with and governed by the laws of the State of California.

20. **ENTIRE AGREEMENT** This order, its terms and conditions, and any supplemental attachments, addenda or riders annexed hereto by Buyer, contain the entire agreement between the parties as to the subject matter hereof, and replace and supersede any prior or contemporaneous communications, representations or agreements, whether written oral, with respect to such subject matter, unless specifically provided otherwise herein.

21. **NOTICES** All notices, demands, requests or approvals to be given in connection with this order shall be in writing and delivered in person or by mail, postage prepaid, and addressed to the other party at the address set forth on the face of this order, or to such other address as may be subsequently be designated in writing by either party.

22. **SPECIAL PROVISIONS** Notwithstanding any terms or conditions herein above, to the contrary, the Special Provisions set forth in Attachment A, attached hereto, shall be deemed to be incorporated herein by reference and shall be binding on Vendor and shall superceded any provision of this Purchase Order set forth herein above which are in conflict therewith.

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Solicitation Number: RFP #101221

CONTRACT

This Contract is between Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 (Sourcewell) and Sewer Equipment Co. of America, 1590 Dutch Rd., Dixon, IL 61021 (Supplier).

Sourcewell is a State of Minnesota local government unit and service cooperative created under the laws of the State of Minnesota (Minnesota Statutes Section 123A.21) that offers cooperative procurement solutions to government entities. Participation is open to eligible federal, state/province, and municipal governmental entities, higher education, K-12 education, nonprofit, tribal government, and other public entities located in the United States and Canada. Sourcewell issued a public solicitation for Sewer Vacuum, Hydro-Excavation, and Municipal Pumping Equipment with Related Accessories and Supplies from which Supplier was awarded a contract.

Supplier desires to contract with Sourcewell to provide equipment, products, or services to Sourcewell and the entities that access Sourcewell's cooperative purchasing contracts (Participating Entities).

1. TERM OF CONTRACT

A. EFFECTIVE DATE. This Contract is effective upon the date of the final signature below.

B. EXPIRATION DATE AND EXTENSION. This Contract expires November 29, 2025, unless it is cancelled sooner pursuant to Article 22. This Contract may be extended one additional year upon the request of Sourcewell and written agreement by Supplier.

C. SURVIVAL OF TERMS. Notwithstanding any expiration or termination of this Contract, all payment obligations incurred prior to expiration or termination will survive, as will the following: Articles 11 through 14 survive the expiration or cancellation of this Contract. All rights will cease upon expiration or termination of this Contract.

2. EQUIPMENT, PRODUCTS, OR SERVICES

A. EQUIPMENT, PRODUCTS, OR SERVICES. Supplier will provide the Equipment, Products, or Services as stated in its Proposal submitted under the Solicitation Number listed above.

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Supplier's Equipment, Products, or Services Proposal (Proposal) is attached and incorporated into this Contract.

All Equipment and Products provided under this Contract must be new and the current model. Supplier may offer close-out or refurbished Equipment or Products if they are clearly indicated in Supplier's product and pricing list. Unless agreed to by the Participating Entities in advance, Equipment or Products must be delivered as operational to the Participating Entity's site.

This Contract offers an indefinite quantity of sales, and while substantial volume is anticipated, sales and sales volume are not guaranteed.

B. WARRANTY. Supplier warrants that all Equipment, Products, and Services furnished are free from liens and encumbrances, and are free from defects in design, materials, and workmanship. In addition, Supplier warrants the Equipment, Products, and Services are suitable for and will perform in accordance with the ordinary use for which they are intended. Supplier's dealers and distributors must agree to assist the Participating Entity in reaching a resolution in any dispute over warranty terms with the manufacturer. Any manufacturer's warranty that extends beyond the expiration of the Supplier's warranty will be passed on to the Participating Entity.

C. DEALERS, DISTRIBUTORS, AND/OR RESELLERS. Upon Contract execution and throughout the Contract term, Supplier must provide to Sourcewell a current means to validate or authenticate Supplier's authorized dealers, distributors, or resellers relative to the Equipment, Products, and Services offered under this Contract, which will be incorporated into this Contract by reference. It is the Supplier's responsibility to ensure Sourcewell receives the most current information.

3. PRICING

All Equipment, Products, or Services under this Contract will be priced at or below the price stated in Supplier's Proposal.

When providing pricing quotes to Participating Entities, all pricing quoted must reflect a Participating Entity's total cost of acquisition. This means that the quoted cost is for delivered Equipment, Products, and Services that are operational for their intended purpose, and includes all costs to the Participating Entity's requested delivery location.

Regardless of the payment method chosen by the Participating Entity, the total cost associated with any purchase option of the Equipment, Products, or Services must always be disclosed in the pricing quote to the applicable Participating Entity at the time of purchase.

A. SHIPPING AND SHIPPING COSTS. All delivered Equipment and Products must be properly packaged. Damaged Equipment and Products may be rejected. If the damage is not readily apparent at the time of delivery, Supplier must permit the Equipment and Products to be

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returned within a reasonable time at no cost to Sourcewell or its Participating Entities. Participating Entities reserve the right to inspect the Equipment and Products at a reasonable time after delivery where circumstances or conditions prevent effective inspection of the Equipment and Products at the time of delivery. In the event of the delivery of nonconforming Equipment and Products, the Participating Entity will notify the Supplier as soon as possible and the Supplier will replace nonconforming Equipment and Products with conforming Equipment and Products that are acceptable to the Participating Entity.

Supplier must arrange for and pay for the return shipment on Equipment and Products that arrive in a defective or inoperable condition.

Sourcewell may declare the Supplier in breach of this Contract if the Supplier intentionally delivers substandard or inferior Equipment or Products.

B. SALES TAX. Each Participating Entity is responsible for supplying the Supplier with valid tax-exemption certification(s). When ordering, a Participating Entity must indicate if it is a tax-exempt entity.

C. HOT LIST PRICING. At any time during this Contract, Supplier may offer a specific selection of Equipment, Products, or Services at discounts greater than those listed in the Contract. When Supplier determines it will offer Hot List Pricing, it must be submitted electronically to Sourcewell in a line-item format. Equipment, Products, or Services may be added or removed from the Hot List at any time through a Sourcewell Price and Product Change Form as defined in Article 4 below.

Hot List program and pricing may also be used to discount and liquidate close-out and discontinued Equipment and Products as long as those close-out and discontinued items are clearly identified as such. Current ordering process and administrative fees apply. Hot List Pricing must be published and made available to all Participating Entities.

4. PRODUCT AND PRICING CHANGE REQUESTS

Supplier may request Equipment, Product, or Service changes, additions, or deletions at any time. All requests must be made in writing by submitting a signed Sourcewell Price and Product Change Request Form to the assigned Sourcewell Supplier Development Administrator. This approved form is available from the assigned Sourcewell Supplier Development Administrator. At a minimum, the request must:

- Identify the applicable Sourcewell contract number;
- Clearly specify the requested change;
- Provide sufficient detail to justify the requested change;

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- Individually list all Equipment, Products, or Services affected by the requested change, along with the requested change (e.g., addition, deletion, price change); and
- Include a complete restatement of pricing documentation in Microsoft Excel with the effective date of the modified pricing, or product addition or deletion. The new pricing restatement must include all Equipment, Products, and Services offered, even for those items where pricing remains unchanged.

A fully executed Sourcewell Price and Product Change Request Form will become an amendment to this Contract and will be incorporated by reference.

5. PARTICIPATION, CONTRACT ACCESS, AND PARTICIPATING ENTITY REQUIREMENTS

A. PARTICIPATION. Sourcewell's cooperative contracts are available and open to public and nonprofit entities across the United States and Canada; such as federal, state/province, municipal, K-12 and higher education, tribal government, and other public entities.

The benefits of this Contract should be available to all Participating Entities that can legally access the Equipment, Products, or Services under this Contract. A Participating Entity's authority to access this Contract is determined through its cooperative purchasing, interlocal, or joint powers laws. Any entity accessing benefits of this Contract will be considered a Service Member of Sourcewell during such time of access. Supplier understands that a Participating Entity's use of this Contract is at the Participating Entity's sole convenience and Participating Entities reserve the right to obtain like Equipment, Products, or Services from any other source.

Supplier is responsible for familiarizing its sales and service forces with Sourcewell contract use eligibility requirements and documentation and will encourage potential participating entities to join Sourcewell. Sourcewell reserves the right to add and remove Participating Entities to its roster during the term of this Contract.

B. PUBLIC FACILITIES. Supplier's employees may be required to perform work at government-owned facilities, including schools. Supplier's employees and agents must conduct themselves in a professional manner while on the premises, and in accordance with Participating Entity policies and procedures, and all applicable laws.

6. PARTICIPATING ENTITY USE AND PURCHASING

A. ORDERS AND PAYMENT. To access the contracted Equipment, Products, or Services under this Contract, a Participating Entity must clearly indicate to Supplier that it intends to access this Contract; however, order flow and procedure will be developed jointly between Sourcewell and Supplier. Typically, a Participating Entity will issue an order directly to Supplier or its authorized subsidiary, distributor, dealer, or reseller. If a Participating Entity issues a purchase order, it may use its own forms, but the purchase order should clearly note the applicable Sourcewell

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contract number. All Participating Entity orders under this Contract must be issued prior to expiration or cancellation of this Contract; however, Supplier performance, Participating Entity payment obligations, and any applicable warranty periods or other Supplier or Participating Entity obligations may extend beyond the term of this Contract.

Supplier's acceptable forms of payment are included in its attached Proposal. Participating Entities will be solely responsible for payment and Sourcewell will have no liability for any unpaid invoice of any Participating Entity.

B. ADDITIONAL TERMS AND CONDITIONS/PARTICIPATING ADDENDUM. Additional terms and conditions to a purchase order, or other required transaction documentation, may be negotiated between a Participating Entity and Supplier, such as job or industry-specific requirements, legal requirements (e.g., affirmative action or immigration status requirements), or specific local policy requirements. Some Participating Entities may require the use of a Participating Addendum; the terms of which will be negotiated directly between the Participating Entity and the Supplier. Any negotiated additional terms and conditions must never be less favorable to the Participating Entity than what is contained in this Contract.

C. SPECIALIZED SERVICE REQUIREMENTS. In the event that the Participating Entity requires service or specialized performance requirements not addressed in this Contract (such as e-commerce specifications, specialized delivery requirements, or other specifications and requirements), the Participating Entity and the Supplier may enter into a separate, standalone agreement, apart from this Contract. Sourcewell, including its agents and employees, will not be made a party to a claim for breach of such agreement.

D. TERMINATION OF ORDERS. Participating Entities may terminate an order, in whole or in part, immediately upon notice to Supplier in the event of any of the following events:

1. The Participating Entity fails to receive funding or appropriation from its governing body at levels sufficient to pay for the equipment, products, or services to be purchased; or
2. Federal, state, or provincial laws or regulations prohibit the purchase or change the Participating Entity's requirements.

E. GOVERNING LAW AND VENUE. The governing law and venue for any action related to a Participating Entity's order will be determined by the Participating Entity making the purchase.

7. CUSTOMER SERVICE

A. PRIMARY ACCOUNT REPRESENTATIVE. Supplier will assign an Account Representative to Sourcewell for this Contract and must provide prompt notice to Sourcewell if that person is changed. The Account Representative will be responsible for:

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- Maintenance and management of this Contract;
- Timely response to all Sourcewell and Participating Entity inquiries; and
- Business reviews to Sourcewell and Participating Entities, if applicable.

B. BUSINESS REVIEWS. Supplier must perform a minimum of one business review with Sourcewell per contract year. The business review will cover sales to Participating Entities, pricing and contract terms, administrative fees, sales data reports, supply issues, customer issues, and any other necessary information.

8. REPORT ON CONTRACT SALES ACTIVITY AND ADMINISTRATIVE FEE PAYMENT

A. CONTRACT SALES ACTIVITY REPORT. Each calendar quarter, Supplier must provide a contract sales activity report (Report) to the Sourcewell Supplier Development Administrator assigned to this Contract. Reports are due no later than 45 days after the end of each calendar quarter. A Report must be provided regardless of the number or amount of sales during that quarter (i.e., if there are no sales, Supplier must submit a report indicating no sales were made).

The Report must contain the following fields:

- Participating Entity Name (e.g., City of Staples Highway Department);
- Participating Entity Physical Street Address;
- Participating Entity City;
- Participating Entity State/Province;
- Participating Entity Zip/Postal Code;
- Participating Entity Contact Name;
- Participating Entity Contact Email Address;
- Participating Entity Contact Telephone Number;
- Sourcewell Assigned Entity/Participating Entity Number;
- Item Purchased Description;
- Item Purchased Price;
- Sourcewell Administrative Fee Applied; and
- Date Purchase was invoiced/sale was recognized as revenue by Supplier.

B. ADMINISTRATIVE FEE. In consideration for the support and services provided by Sourcewell, the Supplier will pay an administrative fee to Sourcewell on all Equipment, Products, and Services provided to Participating Entities. The Administrative Fee must be included in, and not added to, the pricing. Supplier may not charge Participating Entities more than the contracted price to offset the Administrative Fee.

The Supplier will submit payment to Sourcewell for the percentage of administrative fee stated in the Proposal multiplied by the total sales of all Equipment, Products, and Services purchased

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by Participating Entities under this Contract during each calendar quarter. Payments should note the Supplier's name and Sourcewell-assigned contract number in the memo; and must be mailed to the address above "Attn: Accounts Receivable" or remitted electronically to Sourcewell's banking institution per Sourcewell's Finance department instructions. Payments must be received no later than 45 calendar days after the end of each calendar quarter.

Supplier agrees to cooperate with Sourcewell in auditing transactions under this Contract to ensure that the administrative fee is paid on all items purchased under this Contract.

In the event the Supplier is delinquent in any undisputed administrative fees, Sourcewell reserves the right to cancel this Contract and reject any proposal submitted by the Supplier in any subsequent solicitation. In the event this Contract is cancelled by either party prior to the Contract's expiration date, the administrative fee payment will be due no more than 30 days from the cancellation date.

9. AUTHORIZED REPRESENTATIVE

Sourcewell's Authorized Representative is its Chief Procurement Officer.

Supplier's Authorized Representative is the person named in the Supplier's Proposal. If Supplier's Authorized Representative changes at any time during this Contract, Supplier must promptly notify Sourcewell in writing.

10. AUDIT, ASSIGNMENT, AMENDMENTS, WAIVER, AND CONTRACT COMPLETE

A. AUDIT. Pursuant to Minnesota Statutes Section 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices relevant to this Agreement are subject to examination by Sourcewell or the Minnesota State Auditor for a minimum of six years from the end of this Contract. This clause extends to Participating Entities as it relates to business conducted by that Participating Entity under this Contract.

B. ASSIGNMENT. Neither party may assign or otherwise transfer its rights or obligations under this Contract without the prior written consent of the other party and a fully executed assignment agreement. Such consent will not be unreasonably withheld. Any prohibited assignment will be invalid.

C. AMENDMENTS. Any amendment to this Contract must be in writing and will not be effective until it has been duly executed by the parties.

D. WAIVER. Failure by either party to take action or assert any right under this Contract will not be deemed a waiver of such right in the event of the continuation or repetition of the circumstances giving rise to such right. Any such waiver must be in writing and signed by the parties.

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E. CONTRACT COMPLETE. This Contract represents the complete agreement between the parties. No other understanding regarding this Contract, whether written or oral, may be used to bind either party.For any conflict between the attached Proposal and the terms set out in Articles 1-22 of this Contract, the terms of Articles 1-22 will govern.

F. RELATIONSHIP OF THE PARTIES. The relationship of the parties is one of independent contractors, each free to exercise judgment and discretion with regard to the conduct of their respective businesses. This Contract does not create a partnership, joint venture, or any other relationship such as master-servant, or principal-agent.

11. INDEMNITY AND HOLD HARMLESS

Supplier must indemnify, defend, save, and hold Sourcewell and its Participating Entities, including their agents and employees, harmless from any claims or causes of action, including attorneys' fees incurred by Sourcewell or its Participating Entities, arising out of any act or omission in the performance of this Contract by the Supplier or its agents or employees; this indemnification includes injury or death to person(s) or property alleged to have been caused by some defect in the Equipment, Products, or Services under this Contract to the extent the Equipment, Product, or Service has been used according to its specifications. Sourcewell's responsibility will be governed by the State of Minnesota's Tort Liability Act (Minnesota Statutes Chapter 466) and other applicable law.

12. GOVERNMENT DATA PRACTICES

Supplier and Sourcewell must comply with the Minnesota Government Data Practices Act, Minnesota Statutes Chapter 13, as it applies to all data provided by or provided to Sourcewell under this Contract and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Supplier under this Contract.

13. INTELLECTUAL PROPERTY, PUBLICITY, MARKETING, AND ENDORSEMENT

A. INTELLECTUAL PROPERTY

1. *Grant of License.* During the term of this Contract:
   a. Sourcewell grants to Supplier a royalty-free, worldwide, non-exclusive right and license to use thetrademark(s) provided to Supplier by Sourcewell in advertising and promotional materials for the purpose of marketing Sourcewell's relationship with Supplier.
   b. Supplier grants to Sourcewell a royalty-free, worldwide, non-exclusive right and license to use Supplier's trademarks in advertising and promotional materials for the purpose of marketing Supplier's relationship with Sourcewell.
2. *Limited Right of Sublicense*. The right and license granted herein includes a limited right of each party to grant sublicenses to their respective subsidiaries, distributors, dealers,

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resellers, marketing representatives, and agents (collectively "Permitted Sublicensees") in advertising and promotional materials for the purpose of marketing the Parties' relationship to Participating Entities. Any sublicense granted will be subject to the terms and conditions of this Article. Each party will be responsible for any breach of this Article by any of their respective sublicensees.

3. *Use; Quality Control.*

a. Neither party may alter the other party's trademarks from the form provided and must comply with removal requests as to specific uses of its trademarks or logos.

b. Each party agrees to use, and to cause its Permitted Sublicensees to use, the other party's trademarks only in good faith and in a dignified manner consistent with such party's use of the trademarks. Upon written notice to the breaching party, the breaching party has 30 days of the date of the written notice to cure the breach or the license will be terminated.

4. As applicable, Supplier agrees to indemnify and hold harmless Sourcewell and its Participating Entities against any and all suits, claims, judgments, and costs instituted or recovered against Sourcewell or Participating Entities by any person on account of the use of any Equipment or Products by Sourcewell or its Participating Entities supplied by Supplier in violation of applicable patent or copyright laws.

5. Termination. Upon the termination of this Contract for any reason, each party, including Permitted Sublicensees, will have 30 days to remove all Trademarks from signage, websites, and the like bearing the other party's name or logo (excepting Sourcewell's pre-printed catalog of suppliers which may be used until the next printing). Supplier must return all marketing and promotional materials, including signage, provided by Sourcewell, or dispose of it according to Sourcewell's written directions.

B. PUBLICITY. Any publicity regarding the subject matter of this Contract must not be released without prior written approval from the Authorized Representatives. Publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Supplier individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this Contract.

C. MARKETING. Any direct advertising, marketing, or offers with Participating Entities must be approved by Sourcewell. Send all approval requests to the Sourcewell Supplier Development Administrator assigned to this Contract.

D. ENDORSEMENT. The Supplier must not claim that Sourcewell endorses its Equipment, Products, or Services.

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14. GOVERNING LAW, JURISDICTION, AND VENUE

The substantive and procedural laws of the State of Minnesota will govern this Contract. Venue for all legal proceedings arising out of this Contract, or its breach, must be in the appropriate state court in Todd County, Minnesota or federal court in Fergus Falls, Minnesota.

15. FORCE MAJEURE

Neither party to this Contract will be held responsible for delay or default caused by acts of God or other conditions that are beyond that party's reasonable control. A party defaulting under this provision must provide the other party prompt written notice of the default.

16. SEVERABILITY

If any provision of this Contract is found by a court of competent jurisdiction to be illegal, unenforceable, or void then both parties will be relieved from all obligations arising from that provision. If the remainder of this Contract is capable of being performed, it will not be affected by such determination or finding and must be fully performed.

17. PERFORMANCE, DEFAULT, AND REMEDIES

A. PERFORMANCE. During the term of this Contract, the parties will monitor performance and address unresolved contract issues as follows:

1. *Notification.* The parties must promptly notify each other of any known dispute and work in good faith to resolve such dispute within a reasonable period of time. If necessary, Sourcewell and the Supplier will jointly develop a short briefing document that describes the issue(s), relevant impact, and positions of both parties.
2. *Escalation.* If parties are unable to resolve the issue in a timely manner, as specified above, either Sourcewell or Supplier may escalate the resolution of the issue to a higher level of management. The Supplier will have 30 calendar days to cure an outstanding issue.
3. *Performance while Dispute is Pending*. Notwithstanding the existence of a dispute, the Supplier must continue without delay to carry out all of its responsibilities under the Contract that are not affected by the dispute. If the Supplier fails to continue without delay to perform its responsibilities under the Contract, in the accomplishment of all undisputed work, the Supplier will bear any additional costs incurred by Sourcewell and/or its Participating Entities as a result of such failure to proceed.

B. DEFAULT AND REMEDIES. Either of the following constitutes cause to declare this Contract, or any Participating Entity order under this Contract, in default:

1. Nonperformance of contractual requirements, or
2. A material breach of any term or condition of this Contract.

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The party claiming default must provide written notice of the default, with 30 calendar days to cure the default. Time allowed for cure will not diminish or eliminate any liability for liquidated or other damages. If the default remains after the opportunity for cure, the non-defaulting party may:

- Exercise any remedy provided by law or equity, or
- Terminate the Contract or any portion thereof, including any orders issued against the Contract.

18. INSURANCE

A. REQUIREMENTS. At its own expense, Supplier must maintain insurance policy(ies) in effect at all times during the performance of this Contract with insurance company(ies) licensed or authorized to do business in the State of Minnesota having an "AM BEST" rating of A- or better, with coverage and limits of insurance not less than the following:

1. *Workers' Compensation and Employer's Liability.*
Workers' Compensation: As required by any applicable law or regulation.
Employer's Liability Insurance: must be provided in amounts not less than listed below:
Minimum limits:
$500,000 each accident for bodily injury by accident
$500,000 policy limit for bodily injury by disease
$500,000 each employee for bodily injury by disease

2. *Commercial General Liability Insurance.* Supplier will maintain insurance covering its operations, with coverage on an occurrence basis, and must be subject to terms no less broad than the Insurance Services Office ("ISO") Commercial General Liability Form CG0001 (2001 or newer edition), or equivalent. At a minimum, coverage must include liability arising from premises, operations, bodily injury and property damage, independent contractors, products-completed operations including construction defect, contractual liability, blanket contractual liability, and personal injury and advertising injury. All required limits, terms and conditions of coverage must be maintained during the term of this Contract.
Minimum Limits:
$1,000,000 each occurrence Bodily Injury and Property Damage
$1,000,000 Personal and Advertising Injury
$2,000,000 aggregate for Products-Completed operations
$2,000,000 general aggregate

3. *Commercial Automobile Liability Insurance.* During the term of this Contract, Supplier will maintain insurance covering all owned, hired, and non-owned automobiles in limits of liability not less than indicated below. The coverage must be subject to terms

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no less broad than ISO Business Auto Coverage Form CA 0001 (2010 edition or newer), or equivalent.

Minimum Limits:
$1,000,000 each accident, combined single limit

4. *Umbrella Insurance*. During the term of this Contract, Supplier will maintain umbrella coverage over Employer's Liability, Commercial General Liability, and Commercial Automobile.

Minimum Limits:
$2,000,000

5. *Network Security and Privacy Liability Insurance*. During the term of this Contract, Supplier will maintain coverage for network security and privacy liability. The coverage may be endorsed on another form of liability coverage or written on a standalone policy. The insurance must cover claims which may arise from failure of Supplier's security resulting in, but not limited to, computer attacks, unauthorized access, disclosure of not public data – including but not limited to, confidential or private information, transmission of a computer virus, or denial of service.

Minimum limits:
$2,000,000 per occurrence
$2,000,000 annual aggregate

Failure of Supplier to maintain the required insurance will constitute a material breach entitling Sourcewell to immediately terminate this Contract for default.

B. CERTIFICATES OF INSURANCE. Prior to commencing under this Contract, Supplier must furnish to Sourcewell a certificate of insurance, as evidence of the insurance required under this Contract. Prior to expiration of the policy(ies), renewal certificates must be mailed to Sourcewell, 202 12th Street Northeast, P.O. Box 219, Staples, MN 56479 or sent to the Sourcewell Supplier Development Administrator assigned to this Contract. The certificates must be signed by a person authorized by the insurer(s) to bind coverage on their behalf.

Failure to request certificates of insurance by Sourcewell, or failure of Supplier to provide certificates of insurance, in no way limits or relieves Supplier of its duties and responsibilities in this Contract.

C. ADDITIONAL INSURED ENDORSEMENT AND PRIMARY AND NON-CONTRIBUTORY INSURANCE CLAUSE. Supplier agrees to list Sourcewell and its Participating Entities, including their officers, agents, and employees, as an additional insured under the Supplier's commercial general liability insurance policy with respect to liability arising out of activities, "operations," or "work" performed by or on behalf of Supplier, and products and completed operations of Supplier. The policy provision(s) or endorsement(s) must further provide that coverage is

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primary and not excess over or contributory with any other valid, applicable, and collectible insurance or self-insurance in force for the additional insureds.

D. WAIVER OF SUBROGATION. Supplier waives and must require (by endorsement or otherwise) all its insurers to waive subrogation rights against Sourcewell and other additional insureds for losses paid under the insurance policies required by this Contract or other insurance applicable to the Supplier or its subcontractors. The waiver must apply to all deductibles and/or self-insured retentions applicable to the required or any other insurance maintained by the Supplier or its subcontractors. Where permitted by law, Supplier must require similar written express waivers of subrogation and insurance clauses from each of its subcontractors.

E. UMBRELLA/EXCESS LIABILITY/SELF-INSURED RETENTION. The limits required by this Contract can be met by either providing a primary policy or in combination with umbrella/excess liability policy(ies), or self-insured retention.

19. COMPLIANCE

A. LAWS AND REGULATIONS. All Equipment, Products, or Services provided under this Contract must comply fully with applicable federal laws and regulations, and with the laws in the states and provinces in which the Equipment, Products, or Services are sold.

B. LICENSES. Supplier must maintain a valid and current status on all required federal, state/provincial, and local licenses, bonds, and permits required for the operation of the business that the Supplier conducts with Sourcewell and Participating Entities.

20. BANKRUPTCY, DEBARMENT, OR SUSPENSION CERTIFICATION

Supplier certifies and warrants that it is not in bankruptcy or that it has previously disclosed in writing certain information to Sourcewell related to bankruptcy actions. If at any time during this Contract Supplier declares bankruptcy, Supplier must immediately notify Sourcewell in writing.

Supplier certifies and warrants that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Supplier certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this Contract. Supplier further warrants that it will provide immediate written notice to Sourcewell if this certification changes at any time.

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21. PROVISIONS FOR NON-UNITED STATES FEDERAL ENTITY PROCUREMENTS UNDER UNITED STATES FEDERAL AWARDS OR OTHER AWARDS

Participating Entities that use United States federal grant or FEMA funds to purchase goods or services from this Contract may be subject to additional requirements including the procurement standards of the Uniform Administrative Requirements, Cost Principles and Audit Requirements for Federal Awards, 2 C.F.R. § 200. Participating Entities may have additional requirements based on specific funding source terms or conditions. Within this Article, all references to "federal" should be interpreted to mean the United States federal government. The following list only applies when a Participating Entity accesses Supplier's Equipment, Products, or Services with United States federal funds.

A. EQUAL EMPLOYMENT OPPORTUNITY. Except as otherwise provided under 41 C.F.R. § 60, all contracts that meet the definition of "federally assisted construction contract" in 41 C.F.R. § 60-1.3 must include the equal opportunity clause provided under 41 C.F.R. §60-1.4(b), in accordance with Executive Order 11246, "Equal Employment Opportunity" (30 FR 12319, 12935, 3 C.F.R. §, 1964-1965 Comp., p. 339), as amended by Executive Order 11375, "Amending Executive Order 11246 Relating to Equal Employment Opportunity," and implementing regulations at 41 C.F.R. § 60, "Office of Federal Contract Compliance Programs, Equal Employment Opportunity, Department of Labor." The equal opportunity clause is incorporated herein by reference.

B. DAVIS-BACON ACT, AS AMENDED (40 U.S.C. § 3141-3148). When required by federal program legislation, all prime construction contracts in excess of $2,000 awarded by non-federal entities must include a provision for compliance with the Davis-Bacon Act (40 U.S.C. § 3141-3144, and 3146-3148) as supplemented by Department of Labor regulations (29 C.F.R. § 5, "Labor Standards Provisions Applicable to Contracts Covering Federally Financed and Assisted Construction"). In accordance with the statute, contractors must be required to pay wages to laborers and mechanics at a rate not less than the prevailing wages specified in a wage determination made by the Secretary of Labor. In addition, contractors must be required to pay wages not less than once a week. The non-federal entity must place a copy of the current prevailing wage determination issued by the Department of Labor in each solicitation. The decision to award a contract or subcontract must be conditioned upon the acceptance of the wage determination. The non-federal entity must report all suspected or reported violations to the federal awarding agency. The contracts must also include a provision for compliance with the Copeland "Anti-Kickback" Act (40 U.S.C. § 3145), as supplemented by Department of Labor regulations (29 C.F.R. § 3, "Contractors and Subcontractors on Public Building or Public Work Financed in Whole or in Part by Loans or Grants from the United States"). The Act provides that each contractor or subrecipient must be prohibited from inducing, by any means, any person employed in the construction, completion, or repair of public work, to give up any part of the compensation to which he or she is otherwise entitled. The non-federal entity must report all suspected or reported violations to the federal awarding agency. Supplier must be in compliance with all applicable Davis-Bacon Act provisions.

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C. CONTRACT WORK HOURS AND SAFETY STANDARDS ACT (40 U.S.C. § 3701-3708). Where applicable, all contracts awarded by the non-federal entity in excess of $100,000 that involve the employment of mechanics or laborers must include a provision for compliance with 40 U.S.C. §§ 3702 and 3704, as supplemented by Department of Labor regulations (29 C.F.R. § 5). Under 40 U.S.C. § 3702 of the Act, each contractor must be required to compute the wages of every mechanic and laborer on the basis of a standard work week of 40 hours. Work in excess of the standard work week is permissible provided that the worker is compensated at a rate of not less than one and a half times the basic rate of pay for all hours worked in excess of 40 hours in the work week. The requirements of 40 U.S.C. § 3704 are applicable to construction work and provide that no laborer or mechanic must be required to work in surroundings or under working conditions which are unsanitary, hazardous or dangerous. These requirements do not apply to the purchases of supplies or materials or articles ordinarily available on the open market, or contracts for transportation or transmission of intelligence. This provision is hereby incorporated by reference into this Contract. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

D. RIGHTS TO INVENTIONS MADE UNDER A CONTRACT OR AGREEMENT. If the federal award meets the definition of “funding agreement” under 37 C.F.R. § 401.2(a) and the recipient or subrecipient wishes to enter into a contract with a small business firm or nonprofit organization regarding the substitution of parties, assignment or performance of experimental, developmental, or research work under that “funding agreement,” the recipient or subrecipient must comply with the requirements of 37 C.F.R. § 401, “Rights to Inventions Made by Nonprofit Organizations and Small Business Firms Under Government Grants, Contracts and Cooperative Agreements,” and any implementing regulations issued by the awarding agency. Supplier certifies that during the term of an award for all contracts by Sourcewell resulting from this procurement process, Supplier must comply with applicable requirements as referenced above.

E. CLEAN AIR ACT (42 U.S.C. § 7401-7671Q.) AND THE FEDERAL WATER POLLUTION CONTROL ACT (33 U.S.C. § 1251-1387). Contracts and subgrants of amounts in excess of $150,000 require the non-federal award to agree to comply with all applicable standards, orders or regulations issued pursuant to the Clean Air Act (42 U.S.C. § 7401- 7671q) and the Federal Water Pollution Control Act as amended (33 U.S.C. § 1251- 1387). Violations must be reported to the Federal awarding agency and the Regional Office of the Environmental Protection Agency (EPA). Supplier certifies that during the term of this Contract will comply with applicable requirements as referenced above.

F. DEBARMENT AND SUSPENSION (EXECUTIVE ORDERS 12549 AND 12689). A contract award (see 2 C.F.R. § 180.220) must not be made to parties listed on the government wide exclusions in the System for Award Management (SAM), in accordance with the OMB guidelines at 2 C.F.R. §180 that implement Executive Orders 12549 (3 C.F.R. § 1986 Comp., p. 189) and 12689 (3 C.F.R. § 1989 Comp., p. 235), “Debarment and Suspension.” SAM Exclusions contains the names

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of parties debarred, suspended, or otherwise excluded by agencies, as well as parties declared ineligible under statutory or regulatory authority other than Executive Order 12549. Supplier certifies that neither it nor its principals are presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation by any federal department or agency.

G. BYRD ANTI-LOBBYING AMENDMENT, AS AMENDED (31 U.S.C. § 1352). Suppliers must file any required certifications. Suppliers must not have used federal appropriated funds to pay any person or organization for influencing or attempting to influence an officer or employee of any agency, a member of Congress, officer or employee of Congress, or an employee of a member of Congress in connection with obtaining any federal contract, grant, or any other award covered by 31 U.S.C. § 1352. Suppliers must disclose any lobbying with non-federal funds that takes place in connection with obtaining any federal award. Such disclosures are forwarded from tier to tier up to the non-federal award. Suppliers must file all certifications and disclosures required by, and otherwise comply with, the Byrd Anti-Lobbying Amendment (31 U.S.C. § 1352).

H. RECORD RETENTION REQUIREMENTS. To the extent applicable, Supplier must comply with the record retention requirements detailed in 2 C.F.R. § 200.333. The Supplier further certifies that it will retain all records as required by 2 C.F.R. § 200.333 for a period of 3 years after grantees or subgrantees submit final expenditure reports or quarterly or annual financial reports, as applicable, and all other pending matters are closed.

I. ENERGY POLICY AND CONSERVATION ACT COMPLIANCE. To the extent applicable, Supplier must comply with the mandatory standards and policies relating to energy efficiency which are contained in the state energy conservation plan issued in compliance with the Energy Policy and Conservation Act.

J. BUY AMERICAN PROVISIONS COMPLIANCE. To the extent applicable, Supplier must comply with all applicable provisions of the Buy American Act. Purchases made in accordance with the Buy American Act must follow the applicable procurement rules calling for free and open competition.

K. ACCESS TO RECORDS (2 C.F.R. § 200.336). Supplier agrees that duly authorized representatives of a federal agency must have access to any books, documents, papers and records of Supplier that are directly pertinent to Supplier's discharge of its obligations under this Contract for the purpose of making audits, examinations, excerpts, and transcriptions. The right also includes timely and reasonable access to Supplier's personnel for the purpose of interview and discussion relating to such documents.

L. PROCUREMENT OF RECOVERED MATERIALS (2 C.F.R. § 200.322). A non-federal entity that is a state agency or agency of a political subdivision of a state and its contractors must comply with Section 6002 of the Solid Waste Disposal Act, as amended by the Resource Conservation

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and Recovery Act. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. § 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition, where the purchase price of the item exceeds $10,000 or the value of the quantity acquired during the preceding fiscal year exceeded $10,000; procuring solid waste management services in a manner that maximizes energy and resource recovery; and establishing an affirmative procurement program for procurement of recovered materials identified in the EPA guidelines.

M. FEDERAL SEAL(S), LOGOS, AND FLAGS. The Supplier not use the seal(s), logos, crests, or reproductions of flags or likenesses of Federal agency officials without specific pre-approval.

N. NO OBLIGATION BY FEDERAL GOVERNMENT. The U.S. federal government is not a party to this Contract or any purchase by an Participating Entity and is not subject to any obligations or liabilities to the Participating Entity, Supplier, or any other party pertaining to any matter resulting from the Contract or any purchase by an authorized user.

O. PROGRAM FRAUD AND FALSE OR FRAUDULENT STATEMENTS OR RELATED ACTS. The Contractor acknowledges that 31 U.S.C. 38 (Administrative Remedies for False Claims and Statements) applies to the Supplier's actions pertaining to this Contract or any purchase by a Participating Entity.

P. FEDERAL DEBT. The Supplier certifies that it is non-delinquent in its repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowance, and benefit overpayments.

Q. CONFLICTS OF INTEREST. The Supplier must notify the U.S. Office of General Services, Sourcewell, and Participating Entity as soon as possible if this Contract or any aspect related to the anticipated work under this Contract raises an actual or potential conflict of interest (as described in 2 C.F.R. Part 200). The Supplier must explain the actual or potential conflict in writing in sufficient detail so that the U.S. Office of General Services, Sourcewell, and Participating Entity are able to assess the actual or potential conflict; and provide any additional information as necessary or requested.

R. U.S. EXECUTIVE ORDER 13224. The Supplier, and its subcontractors, must comply with U.S. Executive Order 13224 and U.S. Laws that prohibit transactions with and provision of resources and support to individuals and organizations associated with terrorism.

S. PROHIBITION ON CERTAIN TELECOMMUNICATIONS AND VIDEO SURVEILLANCE SERVICES OR EQUIPMENT. To the extent applicable, Supplier certifies that during the term of this Contract it will comply with applicable requirements of 2 C.F.R. § 200.216.

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T. DOMESTIC PREFERENCES FOR PROCUREMENTS. To the extent applicable, Supplier certifies that during the term of this Contract will comply with applicable requirements of 2 C.F.R. § 200.322.

22. CANCELLATION

Sourcewell or Supplier may cancel this Contract at any time, with or without cause, upon 60 days' written notice to the other party. However, Sourcewell may cancel this Contract immediately upon discovery of a material defect in any certification made in Supplier's Proposal. Cancellation of this Contract does not relieve either party of financial, product, or service obligations incurred or accrued prior to cancellation.

Sourcewell

DocuSigned by:
By: Jeremy Schwartz
C0FD2A139D06489...

Jeremy Schwartz
Title: Chief Procurement Officer
Date: 11/23/2021 | 8:44 PM CST

Sewer Equipment Co. of America

DocuSigned by:
By: Shawn Bondele
B5011C400B714B6...

Shawn Bondele
Title: Inside Sales Manager
Date: 11/23/2021 | 4:13 PM EST

Approved:

DocuSigned by:
By: Chad Coauette
7E42B8F817A64CC...

Chad Coauette
Title: Executive Director/CEO
Date: 11/24/2021 | 6:48 PM CST

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RFP 101221 - Sewer Vacuum, Hydro-Excavation, and Municipal Pumping Equipment with Related Accessories and Supplies

Vendor Details

Company Name:	Sewer Equipment Co. of America
Does your company conduct business under any other name? If yes, please state:	IL
Address:	1590 Dutch Road DIXON, IL 61021
Contact:	Shawn Bondele
Email:	shawnbondele@sewerequipment.com
Phone:	815-835-5623
Fax:	815-284-0452
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Submission Details

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Specifications

Table 1: Proposer Identity & Authorized Representatives

General Instructions (applies to all Tables) Sourcewell prefers a brief but thorough response to each question. Do not merely attach additional documents to your response without also providing a substantive response. Do not leave answers blank; respond “N/A” if the question does not apply to you (preferably with an explanation).

Line Item	Question	Response *	
1	Proposer Legal Name (one legal entity only): (In the event of award, will execute the resulting contract as "Supplier")	Sewer Equipment Co. of America	*
2	Identify all subsidiary entities of the Proposer whose equipment, products, or services are included in the Proposal.	Rock Rentals	*
3	Identify all applicable assumed names or DBA names of the Proposer or Proposer's subsidiaries in Line 1 or Line 2 above.	Sewer Equipment	*
4	Proposer Physical Address:	1590 Dutch Rd., Dixon, IL 61021	*
5	Proposer website address (or addresses):	www.sewerequipment.com, www.rock-rental.com, www.sewershop.com	*
6	Proposer's Authorized Representative (name, title, address, email address & phone) (The representative must have authority to sign the “Proposer’s Assurance of Compliance” on behalf of the Proposer and, in the event of award, will be expected to execute the resulting contract):	Shawn Bondele Inside Sales Manager 1590 Dutch Rd. Dixon, IL 61021 shawnbondele@sewerequipment.com 815-835-5566	*
7	Proposer's primary contact for this proposal (name, title, address, email address & phone):	Shawn Bondele Inside Sales Manager 1590 Dutch Rd. Dixon, IL 61021 shawnbondele@sewerequipment.com 815-835-5566	*
8	Proposer's other contacts for this proposal, if any (name, title, address, email address & phone):	Tom Hochmuth Regional Sales Manager 1590 Dutch Rd. Dixon, IL 61021 tomhochmuth@sewerequipment.com 815-342-1700 Vanessa Gomez Inside Sales Coordinator 1590 Dutch Rd. Dixon, IL 61021 vanessagomez@sewerequipment.com 815-835-5566	

Table 2: Company Information and Financial Strength

Line Item	Question	Response *	
9	Provide a brief history of your company, including your company's core values, business philosophy, and industry longevity related to the requested equipment, products or services.	"Best Product, Best Local Support" is a promise to our customers and is also a tagline that acts as a guiding principle to us each day. We have long been known for robust and innovative products that focus on simplicity, an increasingly rare characteristic in our marketplace. Sewer Equipment is also unique among manufacturers for our breadth of product, which ultimately allows our salespeople and distributors to sell in a consultative fashion. No other manufacture provides full size combination (jet/vacuum) trucks, mini combo trucks, water recycling combo trucks, truck and trailer jets both large and small, rodders, easement machines, and accessories for sewer cleaning applications as well as purpose built hydro excavation and air excavation trucks of all sizes. Our 76-year history has been one of growth and meaningful innovation. In 1941, our founder, H.T. O'Brien, developed the idea of using a rotating, spring tipped rod for cleaning drains in buildings, and a company was born. Throughout the 1940's and into the 1960's, O'Brien Manufacturing refined and expanded this principle to include trailer mounted rodders for cleaning mainline sewer pipes – these rodders were the predecessors of today's sewer jetters. The late 1960's saw the advent of modern-day sewer jet trucks and water powered rotating root cutters by O'Brien. O'Brien Manufacturing was sold in the early 70's and Sewer Equipment Company of America was opened by Jim O'Brien, son of the founder. The company grew from accessory sales to the manufacture of rodders, bucket machines, vacuum trailers, and truck and trailer jetters. In the mid 2000's we began manufacturing an extensive line of hydro excavating trucks and trailers. In 2012, the company was moved from a 37,000 sq/ft manufacturing facility in Chadwick Il to a 122,000 sq/ft plant in Dixon IL to accommodate our growth. This move allowed us to begin producing the 900-ECO combination sewer cleaner 2015. In the 6 years since its release, the 900-ECO has achieved approximately a 13% share of this hotly contested segment, measured in annual new truck sales in the US. In the last 4 years, we have also released the 400-ECO mini combo truck, the Genesis water recycling combo, and the AX-4000 air excavator truck. May of 2021 marked the completion of our 9000th piece of "big equipment" in company history.	*
10	What are your company's expectations in the event of an award?	We would immediately schedule a video conference meeting with all distributor sales personnel, reiterating the terms of the contract and calling attention to any changes. This would be followed up with in person reviews as well as e-mail / social media blasts to dealers and end users. We would remain the sole source of responsibility for this contract and would handle all order entry and reporting tasks required by the contract as we currently do.	*
11	Demonstrate your financial strength and stability with meaningful data. This could include such items as financial statements, SEC filings, credit and bond ratings, letters of credit, and detailed reference letters. Upload supporting documents (as applicable) in the document upload section of your response.	Sewer Equipment has a consistent track record of growth and profitability. The company's past performance assures ample resources to enhance our product offerings for the markets we serve. Sewer Equipment maintains insurance coverage that is customary for the business being conducted. (Attachment – 11-2020 Sewer Equipment Co……., 11 – Huntington National Bank……., 11 – 2021-2022 Sewer Equipment COI)	*
12	What is your US market share for the solutions that you are proposing?	Our US Market Share data listed here for combination trucks, truck jets, and hydro excavation trucks is based on data reporting through the American Association of Equipment Manufacturers. Combination Sewer Cleaners (2018) 6.4% (2019) 7.1% (2020) 14% (2021y.t.d.) 13.3% Truck Jets (2018) 58.5% (2019) 8% (2020) 44.6% (2021y.t.d.) 31.7% Hydro-Excavation Trucks (2018) 5.9% (2019) 9.3% (2020) 6.9% (2021y.t.d.) 8.1%	*
13	What is your Canadian market share for the solutions that you are proposing?	Our Canadian Market Share data listed here for combination trucks, truck jets, and hydro-excavation trucks is based on data reporting through the American Association of Equipment Manufacturers. Combination Sewer Cleaners (2018) 1.7% (2019) 2.0% (2020) 7.7% (2021y.t.d.)7.5% Truck Jets (2018) 66.7% (2019) 42.9% (2020) 75% (2021y.t.d.) 75% Hydro-Excavation Trucks (2018) 2.1% (2019) 2.0% (2020) 0% (2021y.t.d.) 7.8%	*
14	Has your business ever petitioned for bankruptcy protection? If so, explain in detail.	Since its formation, Sewer Equipment has never petitioned for bankruptcy protection.	*
15	How is your organization best described: is it a manufacturer, a distributor/dealer/reseller, or a service provider? Answer whichever question (either a) or b) just below) best applies to your organization. a) If your company is best described as a distributor/dealer/reseller (or similar entity), provide your written authorization to act as a distributor/dealer/reseller for the manufacturer of the products proposed in this RFP. If applicable, is your dealer network independent or company owned? b) If your company is best described as a manufacturer or service provider, describe your relationship with your sales and service force and with your dealer network in delivering the products and services proposed in this RFP. Are these individuals your employees, or the employees of a third party?	As a manufacturer, our primary means of going to market is via exclusive distributors that are typically responsible for covering the municipal entities in an entire state/states, multiple provinces, or multiple countries. We have distributors in 46 States and 2 Providences in Canada, as well as 5 overseas countries. The only exception is in some states/provinces that are in a transitional phase. Distributors act on our behalf as local sales, service, training, and warranty providers. These distributor sales and service people are 3rd party employees and are looked after by regional sales managers from Sewer Equipment. Distributor service personnel work closely with, and have direct access to Sewer Equipment's warranty department, technical service department and engineering group.	*
16	If applicable, provide a detailed explanation outlining the licenses and certifications that are both required to be held, and actually held, by your organization (including third parties and subcontractors that you use) in pursuit of the business contemplated by this RFP.	As a United States based company, we are an Illinois corporation registered with the Illinois Secretary of State (File No. 50370119). Our Federal Employer Identification Number is 36-2786536. Our Illinois Certificate of Resale Number is 0252-2705. As a manufacturing making mobile products operating on US highways, we have two dealer licenses. DL1582 for trucks and DLT1419 for trailers. Each of our Dealers also hold Dealer Licenses in their respective territories. Where required, Sewer Equipment is licensed as a Manufacturer or Motor Vehicle Converter including Iowa Manufacturer License No. M241, Texas Motor Vehicle Converter License No. 105517, Louisiana Motor Vehicle Converter License No. CV-2021-00122, Washington Vehicle Manufacturer License No. 08152 and Montana New Motor Vehicle Manufacturer License No. 139. Sewer Equipment is also a member of the National Association of Trailer Manufacturers. This assures our trailers are manufactured in accordance with all DOT and NATM guidelines.	*
17	Provide all "Suspension or Debarment" information that has applied to your organization during the past ten years.	Sewer Equipment has not within the ten-year period preceding this bid been debarred or suspended from any public transactions (Federal, State, or local).	*

Table 3: Industry Recognition & Marketplace Success

Line Item	Question	Response *	
18	Describe any relevant industry awards or recognition that your company has received in the past five years	Sewer Equipment was awarded patent number "US 9,863,135 B2" for our Hydro-Drive system on January 9th, 2018. This Hydro-Drive System is the heart of our 900-ECO Combination Sewer Cleaner and has been a major contributor to the continued growth and success of our company. In the July 2021 issue of THE MUNICIPAL, Sewer Equipment was featured in an article "Moving Beyond Transactional Relationships Toward Partnerships." referencing a sale to King County, WA, where they utilized the Sourcewell Contract for the purchase and National Cooperative Lease for the financing. Sewer Equipment's products are in focus on almost a monthly basis in Industry Trade Publications such as CLEANER, DIG DIFFERENT, and MUNICIPAL WATER & SEWER.	*
19	What percentage of your sales are to the governmental sector in the past three years	(2018) 47%, (2019) 52%, (2020) 53%, (2021) 54%	*
20	What percentage of your sales are to the education sector in the past three years	(2018) .032%, (2019) .058%, (2020) 0%, (2021) 0%	*
21	List any state, provincial, or cooperative purchasing contracts that you hold. What is the annual sales volume for each of these contracts over the past three years?	The figures below do not include state and other local contracts that are manages by our distributors. These are only contract held directly by Sewer Equipment. HGAC (2018) $361,491.00, (2019) $496,502.00, (2020) $0.00, (2021) $0.00, State of Ohio (2018) $66,914.00, (2019) $337,639.00, (2020) $569,970.00, (2021) $248,523.00 Florida Sheriffs (2018) $0.00, (2019) $0.00, (2020) $0.00, (2021) $87,886.00 BuyBoard (2018) $0.00, (2019) $0.00, (2020) $0.00 (2021) $52,325.00	*
22	List any GSA contracts or Standing Offers and Supply Arrangements (SOSA) that you hold. What is the annual sales volume for each of these contracts over the past three years?	Sewer Equipment partners with Fedharmony on a GSA contract. We also directly hold a DLA contract. GSA (2018) $0.00, (2019) $250,619.00, (2020) $263,271.00, (2021) $58,479.00 DLA (2018) $0.00, (2019) $256,309.83, (2020) $274,847.00, (2021) $0.00	*

Table 4: References/Testimonials

Line Item 23. Supply reference information from three customers who are eligible to be Sourcewell participating entities.

Entity Name *	Contact Name *	Phone Number *	
City of Reno, NV	Zac Haffner	775-399-8692	*
City of Salem, OR	Jerry Smith	503-385-7560	*
City of Atlanta, GA	Robert Horton	404-982-1426	*

Table 5: Top Five Government or Education Customers

Line Item 24. Provide a list of your top five government, education, or non-profit customers (entity name is optional), including entity type, the state or province the entity is located in, scope of the project(s), size of transaction(s), and dollar volumes from the past three years.

Entity Name	Entity Type *	State / Province *	Scope of Work *	Size of Transactions *	Dollar Volume Past Three Years *	
City of Atlanta, GA	Government	Georgia - GA	Combination Sewer Cleaners	8 - 900-ECO's	$2,171,740.00	*
City of Reno, NV	Government	Nevada - NV	Combination Sewer Cleaners, Truck Jets, Easement Machines	3 - 800-HPRs, 3 - 900-ECO's, 1 - JAJ-600WH	$1,141,776.00	*
Snohomish County	Government	Washington - WA	Combination Sewer Cleaners	3 - 900-ECO's	$812,988.00	*
City of Salem, OR	Government	Oregon - OR	Combination Sewer Cleaners	3 - 900-ECO's	$755,912.00	*
City of Hamilton, ON	Government	ON - Ontario	Hydro Excavators	2 - Ramvac HX-12's	$705,804.00	*

Table 6: Ability to Sell and Deliver Service

Describe your company's capability to meet the needs of Sourcewell participating entities across the US and Canada, as applicable. Your response should address in detail at least the following areas: locations of your network of sales and service providers, the number of workers (full-time equivalents) involved in each sector, whether these workers are your direct employees (or employees of a third party), and any overlap between the sales and service functions.

Line Item	Question	Response *	
25	Sales force.	We directly employ a national sales manager as well as an eastern, central, and western regional sales manager that are responsible for our distributor network. We employ 3 inside salespeople as well as 7 direct salespeople that serve markets that are not fully covered by distribution (primarily contractors, but also some federal agencies and education to a very small degree). Three full time demonstration specialists work with our regional sales managers and distributor salespeople to allow our customers to "try it before they buy it", which is a very important aspect of our sales program.	*

26	Dealer network or other distribution methods.	In total, our distributor network employs approximately 140 salespeople. As a premium specialty product, our distributors are quite focused on the Sewer Equipment line, typically spending 50% or more of their efforts on our offerings. A new focus moving forward will be an intensive product and presentation technique training (SEAL - Sewer Equipment Advanced Learning) program for our distributors, with the goal being the most educated and knowledgeable sales staff in the industry. This has already begun with a dealer "walkaround" event (live product presentation), in which dealer salespeople presented several products to their peers and factory personnel and were graded for certification purposes. This program will be expanded with more events and more content in the coming years.	*
27	Service force.	(See attachment: 27 Service Distributor Map – US) As the Sewer Equipment distributor network evolves, our service presence has improved in recent years. With more professional organizations in our ranks, our number of service techs at the dealer in the US and Canada is approximately 170. Each of our distributors is required to have at least two technicians certified at Sewer University, a multi-day class that is regularly held at our Dixon IL headquarters. 99% of our customer's service needs are accommodated at the distributor level. Sewer Equipment also employs 3 mobile service technicians equipped with service trucks that fill in any gaps in service coverage and cover special projects. A relatively unique offering for customers in remote regions is our willingness to provide warranty coverage via a 3rd party repair shop of their choice or to reimburse the customer to perform simple warranty repairs themselves. This is very popular among customers in the rural western US, and is largely made possible by our simple products and factory tech support.	*
28	Describe the ordering process. If orders will be handled by distributors, dealers or others, explain the respective roles of the Proposer and others.	As in the past, Sewer Equipment distributors will provide Sourcewell quotations to customers and will accept purchase orders from customers following Sourcewell guidelines as called out in our Quick start guide for distributors which will be updated (Attachment - 28 Quick Start Guide for dealers- Sourcewell INTERNAL - rev6 4-6-2020). Upon securing the order from the end user, the distributor will in turn place their order with Sewer Equipment and must include a copy of their customer's purchase order complete with Sourcewell discount information, customer Sourcewell number, and our Sourcewell contract number. Said in a simpler way, customers will order from their authorized distributor, and the distributor will order from Sewer Equipment as they normally would, with the exception that Sourcewell quote and order protocols will be followed.	*
29	Describe in detail the process and procedure of your customer service program, if applicable. Include your response-time capabilities and commitments, as well as any incentives that help your providers meet your stated service goals or promises.	The first and likely most important aspect of our service program is building equipment that can be worked on by the customer or a local shop. Because Sewer Equipment has consciously avoided the use of computers, circuit boards, and CANbus communication protocols in our products, a mechanic with traditional skills and a knowledge of 12-volt wiring systems can often help themselves. If the customer does not possess the skills or cannot resolve the issue on their own, they should make a call to their local distributor to schedule a service visit, or to our corporate service technicians for assistance via the phone. Our corporate, in-house customer service department is comprised of both parts sales specialists and technical support specialists that provide toll-free service and tech support 24-7 & 365 days a year to end users and distributor service groups. Depending upon the issue, many can be handled over the phone with minor adjustments to either the operator's use of the equipment or to the machine itself. Our support specialists have extensive experience in troubleshooting issues and offering solutions. If repair service and parts are required, our specialists will work with the customer and/or dealer to most quickly and easily remedy the situation. To assist in this process, each unit we build is assigned a 4 digit serial number that allows us to retrieve electronic copies of every document related to the system from the sales order to product manuals that contain as built wiring diagrams and hydraulic schematics. We stock an extensive inventory of repair parts and accessories to give expedited service to our customers. Due to our stock levels and standardization on most buy out components, we have a track record of consistently shipping 95+% parts the same day ordered. For those remaining parts, we go to our vendor suppliers for support to meet our customer and dealer network needs. In regard to response time, most customers can expect a personal visit from a dealer technician within 24 hours with some exceptions due to geographic challenges. As detailed above, technical phone support is available all day, every day.	*
30	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in the United States.	All personnel, physical assets. and procedures are already in place to provide our products and product support nationwide.	*
31	Describe your ability and willingness to provide your products and services to Sourcewell participating entities in Canada.	We are prepared and have already utilized the Sourcewell contract in Canada for a substantial transaction with Hamilton, Ontario (2 Hydro-Excavator trucks)	*
32	Identify any geographic areas of the United States or Canada that you will NOT be fully serving through the proposed contract.	Hawaii is the only geography not covered by an exclusive distributor, but we do utilize a non-exclusive reseller to facilitate service issues and the few sales that we see there.	*
33	Identify any Sourcewell participating entity sectors (i.e., government, education, not-for-profit) that you will NOT be fully serving through the proposed contract. Explain in detail. For example, does your company have only a regional presence, or do other cooperative purchasing contracts limit your ability to promote another contract?	Although we are willing and able to serve all sectors, 98-99% of our customers fall in the government segment with some tribal entities and an occasional school district or university mixed in.	*
34	Define any specific contract requirements or restrictions that would apply to our participating entities in Hawaii and Alaska and in US Territories.	We do not have any restrictions in regards to the contract for the States of Alaska and Hawaii.	*

Table 7: Marketing Plan

Line Item	Question	Response *	
35	Describe your marketing strategy for promoting this contract opportunity. Upload representative samples of your marketing materials (if applicable) in the document upload section of your response.	• Product Literature: We display the Sourcewell contract awarded logo on our product line cards, product catalogs, and our website. See supporting document "Sewer Equipment Co. of America Full Product Line Catalog". • Website: We will highlight this in our website blog content when awarded and highlight on our social platforms. • Magazines: Collaborate with Industry Partners and Trade Publications advertise and write articles highlighting the benefits of utilizing the Sourcewell Contract. • Training on Finance Options: Promote the use of the Contract and Finance Options during our yearly Dealer Meetings. • Main Phone Line: Our on-hold message for our main Sewer Equipment phone line includes a narrative describing the contract and benefits to our customers. • Tradeshows: We display Sourcewell flags/banners at the major industry shows and our distribution (dealer) partners do as well at dozens of local shows each year. • Field: Our three regional sales managers, national sales manager, and demonstration specialists promote the contract at in person customer visits and demonstrations. Trailing has also been provided to our distribution (dealer) partners on how to also promote the contract in the field	*
36	Describe your use of technology and digital data (e.g., social media, metadata usage) to enhance marketing effectiveness.	Our marketing platforms include: our websites (Sewer Equipment and Rock Rental), ad campaigns through Google AdWords, LinkedIn ads, and Facebook ads, social media platforms such as LinkedIn, Facebook, and Twitter, advertising and editorial content with trade magazines, and email campaigns to established dealer networks and customers.	*
37	In your view, what is Sourcewell's role in promoting contracts arising out of this RFP? How will you integrate a Sourcewell-awarded contract into your sales process?	We feel that Sourcewell provides the medium and Sewer Equipment supplies the product, both supplying prospects. Sourcewell's marketing efforts are important to expose municipalities to the contract and the accepted option as an alternative to the traditional bid process. Sewer Equipment's responsibility is to market our product to prospects and our distribution network. Integrate Into Sales Process: • We will continue with our existing plan which is mentioned in number 35 above. In addition to what is mentioned we have additional plans already in place that we will continue with that include: o WWETT show, Indianapolis, February 2022: announce renewal of contract at annual dealer meeting. o Each year we present the top 3 Sourcewell dealer salespersons with monetary awards covered by Sewer Equipment. o Our secured dealer portal website includes: all Sourcewell pricing, Sourcewell quick start guide which outlines all pertinent details of our contract. o Internal quarterly sales meeting includes update on sales success regarding the contract. o When a new dealer is brought on, we allocate for 1 hour of Sourcewell training.	*
38	Are your products or services available through an e-procurement ordering process? If so, describe your e-procurement system and how governmental and educational customers have used it.	We do not have an e-procurement system in place at this time.	*

Table 8: Value-Added Attributes

Line Item	Question	Response *	
39	Describe any product, equipment, maintenance, or operator training programs that you offer to Sourcewell participating entities. Include details, such as whether training is standard or optional, who provides training, and any costs that apply.	Operational training is standard and provided free of charge by our distributors at time of delivery of new machines. Because a large percentage of our customers are repeat buyers, we choose to offer additional on-site operator training by a factory representative on an optional basis for those that feel they need it. Price is $1,839.00 for the first day and $1,370.00 for each subsequent day, including all expenses such as transportation. Model specific maintenance training is optional, customizable, and available on demand. This covers daily, weekly, monthly, and annual maintenance requirements as well as basic and model specific troubleshooting. This is typically 2 days at our plant and is $943 per person. Meals and lodging are included in the price and customer is responsible for transportation.	*
40	Describe any technological advances that your proposed products or services offer.	Our primary "advancement" revolves around the principle of keeping our systems simple. Particularly in the combination truck, hydro excavator, and full-size truck jet market, nearly every manufacturer has moved to microprocessor-controlled modules that incorporate touch screens and complex digital user interfaces. We have retained the use of traditional 12-volt control systems. This makes our trucks easier and safer to run, easier to maintain without special training and tools (increasing up-time) and eliminates the obsolescence and fragility of high-tech components. We are in the process of manufacturing the world's only battery powered rodder for the City of Seattle sewer collections department. The Genesis Recycling Combination truck is an exclusive partnership with Cappellotto of Italy that allows us to offer their world leading technology of this product in North America with the sales efforts and support of our nationwide dealer network. Our patented Hydro Drive system utilized on our 900-ECO drives our blower and water pump in a very unique but surprisingly simple manner that offers a host of benefits. Eliminating the transfer case present in most other designs removes a potential maintenance headache, allows our truck to work in neutral offering unmatched operator safety and ease of setup, and consumes less horsepower, thus cutting fuel consumption and emissions. The 800-HPRTV Series IV was recently refined and is the most user friendly and productive TV/Jet combination systems in the truck and trailer market, allowing customers to TV and clean sewer lines simultaneously.	*

41	Describe any "green" initiatives that relate to your company or to your products or services, and include a list of the certifying agency for each.	Company 2020 solar panel project. Through the Illinois Adjustable Block Program Sewer Equipment's 706.86 kW solar system is generating 11,871 REC's (Renewable Energy Credits). (attachment – 41 Sewer Equipment Solar Renewable… and attachment - 41 Illinois Adjustable….), Sewer Equipment participated in ComEd's Smart Inverter rebate program which incentivizes non-residential customers to make renewable energy investments. (attachment – 41 Smart Inverter….) To date, Sewer Equipment's solar charging system has saved CO2 emissions of 895,396 lbs. (attachment 41 Solar Edge summary.) Battery powered forklifts and material handling devices utilize solar charging Adoption of low VOC paints has decreased overall VOC generation despite a 10-fold increase in production in the last 10 years. Installation of a water recirculation system for jetter testing, saving hundreds of thousands of gallons per year. Recycling Program Utilization of reusable, steel transport skids for our locally sourced large components eliminates the need for one-use wood and plastic skids. Recycling of wood and cardboard shipping components Plant-wide paper and plastic recycling program Products The Genesis recycler combo truck can clean sewers all day without using a drop of fresh water. It processes the debris and water that is vacuumed during the operating process, using the reclaimed water for jetting. Our 900-ECO truck, 800HPR-ECO truck and 747-ECO trailer operating system allows the engine to operate at 30-50% lower speed while in the work mode, offering reductions in fuel use, emissions, and ambient noise. Our rodders are the only commonly accepted waterless sewer cleaning tools, making them popular in arid regions where water conservation is of importance. Thousands of gallons of water are saved daily versus traditional sewer jet-vac technology. Although traditionally gas powered, we have now developed a battery powered rodder. Biodegradable hydraulic fluid is offered as an option in all our systems. We have manufactured several CNG powered jet trucks for the Southern California Market	*
42	Identify any third-party issued eco-labels, ratings or certifications that your company has received for the equipment or products included in your Proposal related to energy efficiency or conservation, life-cycle design (cradle-to-cradle), or other green/sustainability factors.	Sewer Equipment has not received any third-party ECO ratings specifically. However, a patent has been granted by the US Patent office for our HydroDrive system described above, as used on our 900-ECO. This system does provide fuel saving vs traditional drive systems. (Attachment 42 HydroDrive…)	*
43	Describe any Women or Minority Business Entity (WMBE), Small Business Entity (SBE), or veteran owned business certifications that your company or hub partners have obtained. Upload documentation of certification (as applicable) in the document upload section of your response.	We continue to receive the EDGE credit from the State of Illinois. This credit is based on the number of jobs created and retained. (Attachment 43 Edge Credit……)	*
44	What unique attributes does your company, your products, or your services offer to Sourcewell participating entities? What makes your proposed solutions unique in your industry as it applies to Sourcewell participating entities?	One of the most unique attributes of our offering is our unprecedented breadth of product. No other manufacturer in our marketplace offers everything from small jetters used in the plumbing segment to full size combo trucks, and everything in between. This means that our distributors cans be consultants starting with assessing a customer's needs and then supplying the proper product. This also makes us one of the only suppliers of smaller products in the sewer industry that has a strong nationwide sales and service network.	*

Table 9A: Warranty

Describe in detail your manufacturer warranty program, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your warranty materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *	
45	Do your warranties cover all products, parts, and labor?	Sewer Equipment's standard warranty policy covers all items manufactured by Sewer Equipment except for wear items. Many major components are covered by their respective manufactures warranty policy. (Attachment 45 Warranty Policy……)	*
46	Do your warranties impose usage restrictions or other limitations that adversely affect coverage?	Sewer Equipment's standard warranty policy covers 12 months or use or 2000 hours. The 2000 hours limit covers typical usage by all Municipalities.	*
47	Do your warranties cover the expense of technicians' travel time and mileage to perform warranty repairs?	Sewer Equipment provides up to 3 hours of travel time for warranty reimbursement. Our Dealers pick up travel time in addition to the 3 hours as needed. Our Municipal customers do not have to pay for travel time regardless of where they are located.	*
48	Are there any geographic regions of the United States or Canada (as applicable) for which you cannot provide a certified technician to perform warranty repairs? How will Sourcewell participating entities in these regions be provided service for warranty repair?	Sewer Equipment has dealers that cover 46 of States in the U.S. In Canada we have dealers currently covering 4 Providences. Our dealers cover service in these areas. For customer in other states or providences in Canada we have two options for service. First Sewer Equipment employs direct field service personnel that we can send directly to the customers locations. We also work with third party service centers across North America that will do warranty work on Sewer Equipment products. Regardless of the customers location, we have service handled.	*
49	Will you cover warranty service for items made by other manufacturers that are part of your proposal, or are these warranties issues typically passed on to the original equipment manufacturer?	Sewer Equipment assist in processing warranty claims for all purchased items covered by their respective manufacturer's warranties. For most items we handle these claims directly with the manufacturer for a seamless claim by the end user. This would be similar to claims on Sewer manufactured items. The only exception is auxiliary engines. Engine warranty claims and repairs are handled by the respective manufacturers service centers around the country. Sewer Equipment does assist with communication between the end user and the service center.	*
50	What are your proposed exchange and return programs and policies?	If the customer decides to return a purchased item such as a spare part, Sewer Equipment charges a 25% re-stocking fee. The customer will also be responsible for shipping charges. This policy does not apply to new custom-built equipment sold through our dealer network. Any potential return for new equipment would be negotiated with the selling dealer.	*
51	Describe any service contract options for the items included in your proposal.	Sewer Equipment's dealer network offers service packages for customers. These packages are priced by our dealers. For regions not supported by our dealer network, Sewer Equipment offers quarterly maintenance packages with work performed by our own Field Service Personnel. Pricing is on a case-by-case basis based on expectations of the customer.	*

Table 9B: Performance Standards or Guarantees

Describe in detail your performance standards or guarantees, including conditions and requirements to qualify, claims procedure, and overall structure. You may upload representative samples of your performance materials (if applicable) in the document upload section of your response in addition to responding to the questions below.

Line Item	Question	Response *	
52	Describe any performance standards or guarantees that apply to your services	Sewer Equipment does not have any performance guarantees that apply to service. We do offer a 27/7 phone support for all service-related issues. For urgent parts needs, we typically ship 90% of orders within 24 hours.	*
53	Describe any service standards or guarantees that apply to your services (policies, metrics, KPIs, etc.)	We do not have service performance standards currently but are looking to implement a program in 2022.	*

Table 10: Payment Terms and Financing Options

Line Item	Question	Response *	
54	Describe your payment terms and accepted payment methods?	Sewer Equipment's payment terms for all municipal and educational Customers is Net 30. Our dealers would also utilize Net 30-day terms to their customers.	*
55	Describe any leasing or financing options available for use by educational or governmental entities.	Sewer Equipment utilizes and recommends NCL Government Capital for leasing options to our Municipal Customers. This has proved very useful for long term leasing arrangements. For short term rental needs, we offer rentals through our subsidiary Rock Rentals. Many of our dealers also partner with us in offering short term equipment rentals.	*
56	Describe any standard transaction documents that you propose to use in connection with an awarded contract (order forms, terms and conditions, service level agreements, etc.). Upload a sample of each (as applicable) in the document upload section of your response.	Sewer Equipment and our dealers utilize our standard Sourcewell Price sheets for quoting to our customers. When a customer submits a purchase order to one of our dealers, the dealer submits a copy of the customer purchase order along with the worksheet used for quotation to us. We utilize this information to establish the Sourcewell Contract fee. All other related transaction documents are handled between our dealers and customers. See copies of our worksheets uploaded in the pricing section.	*
57	Do you accept the P-card procurement and payment process? If so, is there any additional cost to Sourcewell participating entities for using this process?	Sewer Equipment does not accept P-Card for payments currently.	*

Table 11: Pricing and Delivery

Provide detailed pricing information in the questions that follow below. Keep in mind that reasonable price and product adjustments can be made during the term of an awarded Contract as described in the RFP, the template Contract, and the Sourcewell Price and Product Change Request Form.

Line Item	Question	Response *	
58	Describe your pricing model (e.g., line-item discounts or product-category discounts). Provide detailed pricing data (including standard or list pricing and the Sourcewell discounted price) on all of the items that you want Sourcewell to consider as part of your RFP response. If applicable, provide a SKU for each item in your proposal. Upload your pricing materials (if applicable) in the document upload section of your response.	Sewer Equipment utilizes a straightforward discount off list pricing model for all our new equipment sales. This also applies to all spare parts and accessories. Pricing for all our new equipment models has been uploaded and is included with this submittal. We do not utilize SKUs for our equipment. All worksheets are identified by their model name. Pricing for all parts and accessories is not included with this submittal as the number of items is quite large. MSRP pricing for most items can be found at www.sewershop.com.	*
59	Quantify the pricing discount represented by the pricing proposal in this response. For example, if the pricing in your response represents a percentage discount from MSRP or list, state the percentage or percentage range.	The Sourcewell Contract discount for all new equipment is 3% off MSRP. The discount for parts and accessories is 5% off MSRP. The discount for rentals is 3% off published rates. The buyout price for rentals if applicable is priced at 3% off MSRP. These discounts are minimums, and our dealers may provide additional discounts.	*
60	Describe any quantity or volume discounts or rebate programs that you offer.	Sewer Equipment does not have a standard volume discount pricing structure. However, us and our dealers will offer volume discounts as necessary on a case by case basis. When offered, these discounts are noted on the quote to be above and beyond the standard Sourcewell discount.	*
61	Propose a method of facilitating “sourced” products or related services, which may be referred to as “open market” items or “nonstandard options”. For example, you may supply such items “at cost” or “at cost plus a percentage,” or you may supply a quote for each such request.	Sewer Equipment and/or our dealers will provide non-standard items to be mounted on our equipment at request of our customers. These items are quoted on a case-by-case basis and are considered part of our product. These non-standard items are subject to the Sourcewell discount. Sewer Equipment and/or our dealers will also supply chassis for our truck mounted models. These chassis are currently being quoted at cost on a case by case basis due to pricing influx in the market. We consider these items to be “pass-thru” items and are not subject to Sourcewell discounts or fee reporting.	*
62	Identify any element of the total cost of acquisition that is NOT included in the pricing submitted with your response. This includes all additional charges associated with a purchase that are not directly identified as freight or shipping charges. For example, list costs for items like pre-delivery inspection, installation, set up, mandatory training, or initial inspection. Identify any parties that impose such costs and their relationship to the Proposer.	Items that can be included on a quotation to a customer but are not on our pricing worksheet or discussed in the above sections include the following. Dealer supplied freight, training, and pre-delivery inspections. These items are not subject to Sourcewell Discount or fee reporting.	*
63	If freight, delivery, or shipping is an additional cost to the Sourcewell participating entity, describe in detail the complete freight, shipping, and delivery program.	Sewer Equipment charges freight from our Dixon, IL location to our Dealers location. We charge freight on a per mile bases. Our dealers may impose an additional charge for freight from their location to the customers location depending on location. That is a separate charge as listed in question 62.	*
64	Specifically describe freight, shipping, and delivery terms or programs available for Alaska, Hawaii, Canada, or any offshore delivery.	For freight charges to customers located outside of the continental United States or Canada, we will with our freight broker to establish the lowest price options for our customers. Our customers are also welcomed to take on the freight responsibility themselves.	*
65	Describe any unique distribution and/or delivery methods or options offered in your proposal.	We do not currently offer any unique freight programs other that what is listed above.	*

Table 12: Pricing Offered

Line Item	The Pricing Offered in this Proposal is: *	Comments
66	c. better than the Proposer typically offers to GPOs, cooperative procurement organizations, or state purchasing departments.	Sewer Equipment has always offered a discount from list price on the Sourcewell Contract.

Table 13: Audit and Administrative Fee

Line Item	Question	Response *	
67	Specifically describe any self-audit process or program that you plan to employ to verify compliance with your proposed Contract with Sourcewell. This process includes ensuring that Sourcewell participating entities obtain the proper pricing, that the Vendor reports all sales under the Contract each quarter, and that the Vendor remits the proper administrative fee to Sourcewell. Provide sufficient detail to support your ability to report quarterly sales to Sourcewell as described in the Contract template.	Our Sourcewell pricing worksheets are accessible for download on our dealer website. This assures that our dealer sales staff have access to the correct price pages. These contract specific price sheets have the 3% minimum discount already listed to prevent error. Sewer Equipment audits every incoming order to determine if our Dealers have sold it via the Sourcewell Contract. If it was determined it was a Sourcewell sale, we verify all contract pricing via our worksheet and the customer purchase order. Every customer purchase order utilizing the Sourcewell contract must list their Sourcewell membership number and Sewer Equipment's contract number. Upon confirming the order is purchased via the contract, we document every order on an Excel spreadsheet. This spreadsheet tracks contract sell price, contract fee, and so on. Our Accounting Department audits this spreadsheet on every order that is completed before shipping. We also identify the use of the contract on our order tracking database for an easy to access record of all Sourcewell orders. For fee reporting and remittance we have a dedicated person in our Accounting Department that audits the Sourcewell Orders spreadsheet and reports sales on a quarterly basis. Fees are paid based on this quarterly reporting.	*
68	If you are awarded a contract, provide a few examples of internal metrics that will be tracked to measure whether you are having success with the contract.	We continually monitor contract usage against overall sales volumes through our Dealerships. We track and award the highest grossing dealer salesperson that utilizes the Sourcewell Contract on a yearly basis during our dealer awards ceremony. It should be noted that the Sourcwell Contract is the only contract where we offer this award. We also compare the Sourcewell contract against competing national contracts and dealer held state contracts. These comparisons help us to put emphasis on training dealer sales staff.	*
69	Identify a proposed administrative fee that you will pay to Sourcewell for facilitating, managing, and promoting the Sourcewell Contract in the event that you are awarded a Contract. This fee is typically calculated as a percentage of Vendor's sales under the Contract or as a per-unit fee; it is not a line-item addition to the Member's cost of goods. (See the RFP and template Contract for additional details.)	Sewer Equipment will pay an administrative fee to Sourcewell based on 1% of the Sourcewell sell price to the customer. This 1% fee is paid on our equipment, spare parts, and accessories. We do not pay the administrative fee on chassis which are considered a pass thru with our units. We will also pay the 1% administrative fee on all rental billings limited to 18 months and to buyouts of rentals based on the negotiated buyout price. The fees are calculated and paid on a quarterly basis.	*

Table 14A: Depth and Breadth of Offered Equipment Products and Services

Line Item	Question	Response *	
70	Provide a detailed description of the equipment, products, and services that you are offering in your proposal.	Sewer Equipment is offering an extensive range of equipment that all fall into the Sewer Vacuum, & Hydro-Excavation Category on this proposal. Our list of offered equipment is as follows…. • Our models 400-ECO & 900-ECO Combination Sewer Cleaners • Our Genesis Recycler Sewer Cleaner • Our Mongoose Series of Truck and Trailer Jetters • Our 545 & 747 Series of Truck and Trailer Jetters • Our 800 Series Truck Jetters • Our Ramvac Series Hydro Excavation Trucks • Or Ramvac Series Air Excavation Trucks. • Our JAJ Series of Easement Machines for Sewer Cleaning • Our 444, 866 & 877 Rodders for Sewer Cleaning • Spare parts and Accessories for above listed equipment. • Our Rental Program of above equipment.	*
71	Within this RFP category there may be subcategories of solutions. List subcategory titles that best describe your products and services.	All our equipment falls under the primary category on the proposal.	*

Table 14B: Depth and Breadth of Offered Equipment Products and Services

Indicate below if the listed types or classes of equipment, products, and services are offered within your proposal. Provide additional comments in the text box provided, as necessary.

Line Item	Category or Type	Offered *	Comments	
72	Sewer vacuums or combination sewer cleaners	(•) Yes ( ) No	See Equipment List	*
73	Hydro or air excavation equipment	(•) Yes ( ) No	See Equipment List	*
74	Jetters and rodders	(•) Yes ( ) No	See Equipment List	*
75	Dewatering, mud, trash, and centrifugal pumps	( ) Yes (•) No	No items specifically in this category, but our Geneisis Recycler unit does de-water before dumping.	*
76	Pumps used in lift stations, sewage treatment, water treatment, or water collection facilities	( ) Yes (•) No	No items specifically in this category, but our 900-ECO with optional trash pump can be used as an emergency pump system.	*
77	Accessories, supplies and replacement or wear parts related to the offerings above.	(•) Yes ( ) No		

Table 15: Industry Specific Questions

Line Item	Question	Response *	
78	Describe any product or equipment features that improve operator safety.	Our 900-ECO with patented HydroDrive system operates with the transmission in neutral and no transfer case required which has the potential to pop into gear and drive away. All of our ECO Series equipment operators at a reduced RPM for lowered noise for the operator. Our standard wireless remote has an e-stop safety check built in.	*
79	Describe any product or equipment innovations that increase uptime and operator productivity.	Our 900-ECO with patented HydroDrive system operates with the transmission in neutral and no transfer case required. The operator simply puts the truck in neutral, sets the parking brake, gets out of the truck, and turns on one switch to activate the unit. Then they can vacuum and/or jet within seconds. We do not utilize any completed computers or touch screens that prevent the operator from using while wearing gloves. Our dig-deep boom available on the 900-ECO and our HX12 series allows for increase vacuum depth without the need for as many vacuum tube additions.	

Table 16: Exceptions to Terms, Conditions, or Specifications Form

Line Item 80. **NOTICE**: To identify any exception, or to request any modification, to the Sourcewell template Contract terms, conditions, or specifications, a Proposer must submit the exception or requested modification on the **Exceptions to Terms, Conditions, or Specifications Form** immediately below. The contract section, the specific text addressed by the exception or requested modification, and the proposed modification must be identified in detail. Proposer's exceptions and proposed modifications are subject to review and approval of Sourcewell and will not automatically be included in the contract.

Contract Section	Term, Condition, or Specification	Exception or Proposed Modification

Documents

Ensure your submission document(s) conforms to the following:

1. Documents in PDF format are preferred. Documents in Word, Excel, or compatible formats may also be provided.

2. Documents should NOT have a security password, as Sourcewell may not be able to open the file. It is your sole responsibility to ensure that the uploaded document(s) are not either defective, corrupted or blank and that the documents can be opened and viewed by Sourcewell.

3. Sourcewell may reject any response where any document(s) cannot be opened and viewed by Sourcewell.

4. If you need to upload more than one (1) document for a single item, you should combine the documents into one zipped file. If the zipped file contains more than one (1) document, ensure each document is named, in relation to the submission format item responding to. For example, if responding to the Marketing Plan category save the document as “Marketing Plan.”

- Pricing - Price Sheets.zip - Monday October 11, 2021 13:50:43
- Financial Strength and Stability - Financials.zip - Monday October 11, 2021 13:51:14
- Marketing Plan/Samples - Marketing Documents.zip - Monday October 11, 2021 13:52:29
- WMBE/MBE/SBE or Related Certificates - 43 Edge Credit Cert of Verification.pdf - Monday October 11, 2021 13:53:20
- Warranty Information - 45 WARRANTY POLICY AND PROCEDURE.docx - Monday October 11, 2021 13:52:48
- Standard Transaction Document Samples - Sourewell Order Transaction Document.pdf - Monday October 11, 2021 13:57:20
- Upload Additional Document - Additional Documents.zip - Monday October 11, 2021 13:54:30

Addenda, Terms and Conditions

PROPOSER AFFIDAVIT AND ASSURANCE OF COMPLIANCE

I certify that I am the authorized representative of the Proposer submitting the foregoing Proposal with the legal authority to bind the Proposer to this Affidavit and Assurance of Compliance:

1. The Proposer is submitting this Proposal under its full and complete legal name, and the Proposer legally exists in good standing in the jurisdiction of its residence.

2. The Proposer warrants that the information provided in this Proposal is true, correct, and reliable for purposes of evaluation for contract award.

3. The Proposer, including any person assisting with the creation of this Proposal, has arrived at this Proposal independently and the Proposal has been created without colluding with any other person, company, or parties that have or will submit a proposal under this solicitation; and the Proposal has in all respects been created fairly without any fraud or dishonesty. The Proposer has not directly or indirectly entered into any agreement or arrangement with any person or business in an effort to influence any part of this solicitation or operations of a resulting contract; and the Proposer has not taken any action in restraint of free trade or competitiveness in connection with this solicitation. Additionally, if Proposer has worked with a consultant on the Proposal, the consultant (an individual or a company) has not assisted any other entity that has submitted or will submit a proposal for this solicitation.

4. To the best of its knowledge and belief, and except as otherwise disclosed in the Proposal, there are no relevant facts or circumstances which could give rise to an organizational conflict of interest. An organizational conflict of interest exists when a vendor has an unfair competitive advantage or the vendor's objectivity in performing the contract is, or might be, impaired.

5. The contents of the Proposal have not been communicated by the Proposer or its employees or agents to any person not an employee or legally authorized agent of the Proposer and will not be communicated to any such persons prior to Due Date of this solicitation.

6. If awarded a contract, the Proposer will provide to Sourcewell Participating Entities the equipment, products, and services in accordance with the terms, conditions, and scope of a resulting contract.

7. The Proposer possesses, or will possess before delivering any equipment, products, or services, all applicable licenses or certifications necessary to deliver such equipment, products, or services under any resulting contract.

8. The Proposer agrees to deliver equipment, products, and services through valid contracts, purchase orders, or means that are acceptable to Sourcewell Members. Unless otherwise agreed to, the Proposer must provide only new and first-quality products and related services to Sourcewell Members under an awarded Contract.

9. The Proposer will comply with all applicable provisions of federal, state, and local laws, regulations, rules, and orders.

10. The Proposer understands that Sourcewell will reject RFP proposals that are marked "confidential" (or "nonpublic," etc.), either substantially or in their entirety. Under Minnesota Statutes Section 13.591, subdivision 4, all proposals are considered nonpublic data until the evaluation is complete and a Contract is awarded. At that point, proposals become public data. Minnesota Statutes Section 13.37 permits only certain narrowly defined data to be considered a "trade secret," and thus nonpublic data under Minnesota's Data Practices Act.

11. Proposer its employees, agents, and subcontractors are not:

    1. Included on the "Specially Designated Nationals and Blocked Persons" list maintained by the Office of Foreign Assets Control of the United States Department of the Treasury found at: https://www.treasury.gov/ofac/downloads/sdnlist.pdf;

    2. Included on the government-wide exclusions lists in the United States System for Award Management found at: https://sam.gov/SAM/; or

    3. Presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from programs operated by the State of Minnesota; the United States federal government or the Canadian government, as applicable; or any Participating Entity. Vendor certifies and warrants that neither it nor its principals have been convicted of a criminal offense related to the subject matter of this solicitation.

☑ By checking this box I acknowledge that I am bound by the terms of the Proposer's Affidavit, have the legal authority to submit this Proposal on behalf of the Proposer, and that this electronic acknowledgment has the same legal effect, validity, and enforceability as if I had hand signed the Proposal. This signature will not be denied such legal effect, validity, or enforceability solely because an electronic signature or electronic record was used in its formation. - Shawn Bondele, Inside Sales Manager, Sewer Equipment Co. of America

The Proposer declares that there is an actual or potential Conflict of Interest relating to the preparation of its submission, and/or the Proposer foresees an actual or potential Conflict of Interest in performing the contractual obligations contemplated in the bid.

○ **Yes** ◉ **No**

The Bidder acknowledges and agrees that the addendum/addenda below form part of the Bid Document.

Check the box in the column "**I have reviewed this addendum"** below to acknowledge each of the addenda.

File Name	I have reviewed the below addendum and attachments (if applicable)	Pages
Addendum_3_Sewer_Vac_Hydro-Excavation_Pumps_RFP_101221 Thu September 30 2021 03:29 PM	☑	2
Addendum_2_Sewer_Vac_Hydro-Excavation_Pumps_RFP_101221 Fri September 10 2021 02:40 PM	☑	2
Addendum_1_Sewer_Vac_Hydro-Excavation_Pumps_RFP_101221 Thu August 26 2021 05:40 PM	☑	1

NIXON-EGLI EQUIPMENT CO.

www.nixon-egli.com

□ SO. CALIFORNIA: 2044 South Vineyard Avenue, Ontario, CA 91761 • (909) 930-1822 • FAX (909) 923-2356
□ NO. CALIFORNIA: 800 East Grant Line Road, Tracy, CA 95376 • (209) 830-8600 • FAX (209) 830-8884

City of Palmdale
39110 Third Street E
Palmdale, CA 93550

December 9, 2022

Sourcewell

Attention: Richard Saenz
Reference: JAJ-600WH Easement Machine w/Trailer
Quote: #100710

We are pleased to quote you One (1) **Sewer Equipment JAJ-600WH Easement Machine,** and equipped as follows:

Power System:
- Gas powered, Hydraulically driven
- Dual Independent Extendable Tracks
- Skid Style steering
- Dual Hydraulic Tool Circuit 5 or 10gpm

Hose Reel:
- Rotating Safety Hose Reel
- 600' x 1" Sewer Hose Capacity
- Pressure Relief Valve
- Hose Reel Variable Speed Control

Accessories:
- 10' Leader Hose
- Water Pressure Gauge
- Hour Meter
- Paper Operator Manual

Additional Selected Options Included in Pricing Below:
- Automatic Level Wind w/ Hydraulic Up/Down Action (Limit Hose to 500' of 1")
- Footage Meter (Mounted on Jet Hose Reel)
- (500') Sewer Hose (1" I.D., 2500 P.S.I. Operating Pressure) Per Ft
- Flood Light (LED)
- Strobe Light (LED)

Trailer:
- JAJ-600WH 8' x 12' Trailer
- Aluminum Toolbox, Tongue Mounted

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□ NO. CALIFORNIA: 800 East Grant Line Road, Tracy, CA 95376 • (209) 830-8600 • FAX (209) 830-8884

Unit List Price:	**$ 85,470.65**
Sourcewell Discount 3%:	**-$2,564.12**
Unit Price:	**$82,906.53**
Sewer Equipment Market Adjustment:	**$7,461.59**
Dealer Items:	**$12,860.00**
Sales Tax (Los Angeles County 10.25%):	**$10,580.88**
Outbound Freight:	**$300.00**
Total Price:	**$114,109.00**

This Quote is Valid for 30 Days

Thank you for the opportunity to quote on your equipment needs. If you have any questions, please feel free to contact me.

Sincerely,
Christian Velasco
Municipal Area Manager
NIXON-EGLI EQUIPMENT CO.




MODEL JAJ
600RWH

City Council Staff Report

DATE: **MAY 3, 2023**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
CAPITAL IMPROVEMENT PROGRAM DIVISION

DISTRICT: **ALL**

SUBJECT: **APPROVE THE TRANSFER OF SB 1 FUNDS,THE ROAD REPAIR AND ACCOUNTABILITY ACT OF 2017, FROM ACCOUNT NO. S0025210, PAVEMENT RESURFACING TO ACCOUNT NO. S0062210, COUNTY PAVEMENT PROJECTS, IN THE AMOUNT OF $1,235,000**

ISSUE

Approve the transfer of SB1 Funds, The Road Repair and Accountability Act (RMRA) of 2017, from Account No. S0025210, Pavement Resurfacing to Account No. S0062210, County Pavement Projects, in the amount of $1,235,000.

RECOMMENDATION

Staff recommends that the City Council:

Approve the transfer of SB1 Funds, The Road Repair and Accountability Act of 2017, from Account No. S0025210, Pavement Resurfacing to Account No. S0062210, County Pavement Project Contribution, in the amount of $1,235,000 and recommend the Finance Department to make that budget adjustment.

BACKGROUND

On April 28, 2017, the Governor signed Senate Bill (SB) 1 (Beall, Chapter 5, Statutes of 2017), which is known as the Road Repair and Accountability Act of 2017. To address basic road maintenance, rehabilitation, and critical safety needs on both the state highway and local streets and road system, SB 1, increases per gallon fuel excise taxes; increases diesel fuel sales taxes and vehicle registration fees; and provides for inflationary adjustments to tax rates in future years.

Beginning November 1, 2017, the State Controller (Controller) began depositing various portions of this new funding into the newly created Road Maintenance and Rehabilitation Account (RMRA). A percentage of this new RMRA funding is apportioned by formula to eligible cities and counties pursuant to Streets and Highway Code (SHC) Section 2032(h) for basic road maintenance, rehabilitation, and critical safety projects on the local streets and roads system.

Since the inception of the Road Maintenance and Rehabilitation Funds (RMRA), the City has received approximately $15.5 million through FY 2023. We currently have spent $5.5 million with the remaining $10 million budgeted for arterial overlays that are currently in design and will be under construction in Summer/Fall 2023 and Spring/Sumer 2024.

DISCUSSION

As a requirement for the funding, staff are to list specific projects that will be using that years SB1 allocation. Typically, the funding goes toward pavement resurfacing projects. Due to delay issues in obtaining pavement resurfacing data and engineering plans, some of the previous year's SB1 funding has not been used and subsequently carried forward.

The City currently contracts with Los Angeles County Public Works and works together on street resurfacing projects where there is both City and County ownership. If a County initiates a resurfacing project, they will ask the City to participate for the City's share via a service request. The County will then manage the project through construction and bill the City accordingly.

Currently there are several County street resurfacing projects, with City shared responsibility, which will be underway in Summer/Fall of 2023. The SB1 funding program now allows for Cities to make changes to their previous lists of projects as long as the projects fall within the guidelines and are reported accurately. The current County list of resurfacing projects that the City is recommending participating in include:

Location	Scope	Cost	Schedule
7th St. W (Ave S – Ave R-12)/Calle Grillo (Hacienda to S)	Cape Seal	$50,000	Spring 2023
Sierra Highway (Pearblossom to Ave. S)	Cold in place recycling & resurfacing	$700,000	Summer/Fall 2023
10th East Et al (Ave Q to P-8 and Ave Q-9 from Sierra Hwy to 9th East)	Resurfacing	$200,000	Summer 2023
Ave P (20th E – 30th E)	2" mill and pave	$215,000	Fall 2023
Cheseboro Rd. (Pearblossom to Mount Emma Rd)	Resurfacing	$70,000	Summer 2023

FISCAL IMPACT

It is the staff's recommendation that $1,235,000 of SB1 funding located in S0025210-724525, Pavement Resurfacing, be transferred to S0062210-724525, County Pavement Projects.

STRATEGIC PLAN

Goal III: Invest in infrastructure to improve community livability.

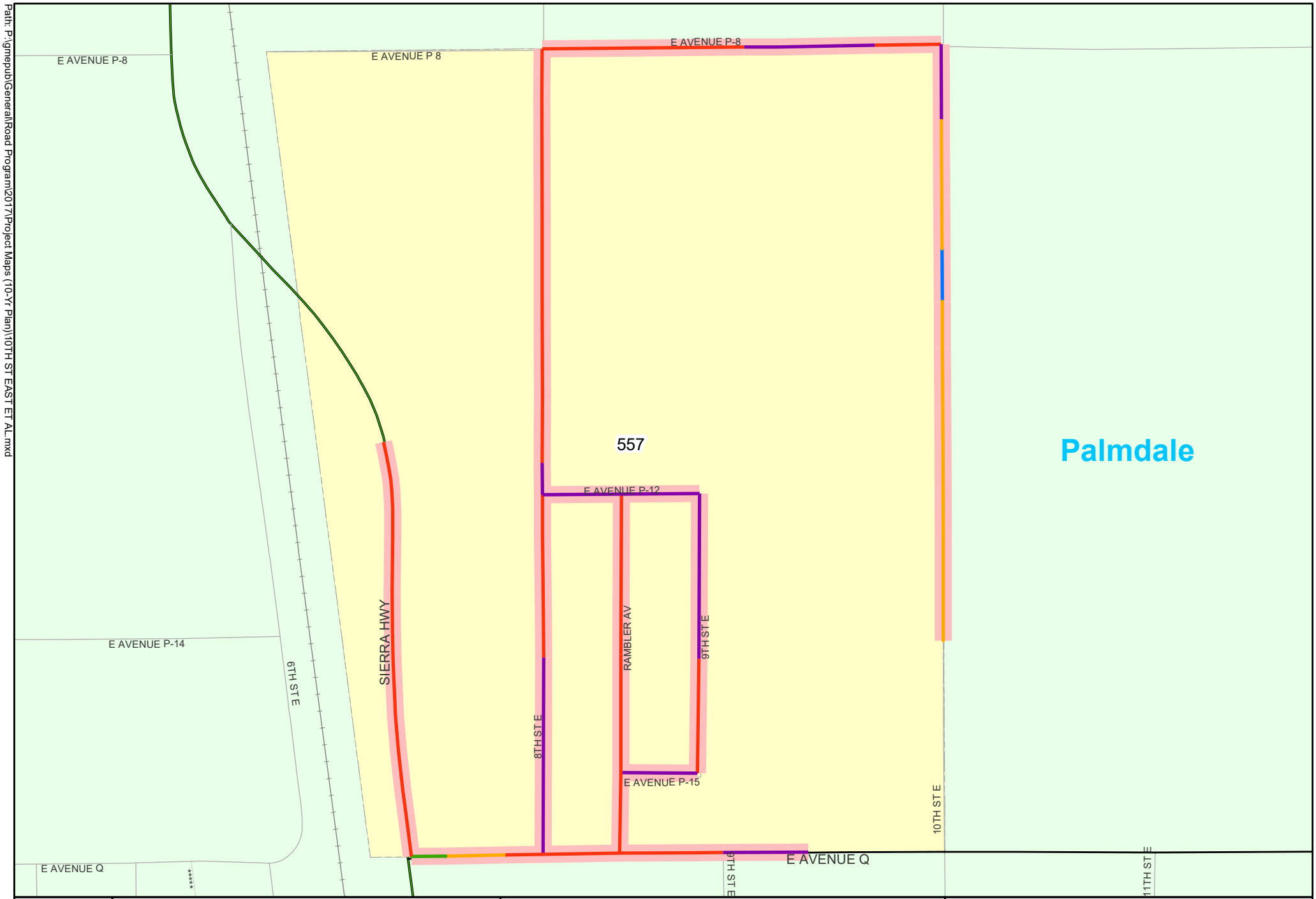
C. Plan and maintain safe and attractive neighborhoods,streets,facilities,and public spaces with exciting programming that promotes active fun for everyone.

Prepared by:	Lynn Glidden, P.E., Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Director of Finance
Approved by:	Ronda Perez, City Manager
Approved as to form:	William Patrick Curley III, Interim City Attorney

Attachments:

10th Street East
Avenue P 15th St. East to 30th St. East
Cheseboro Rd – Pearblossom Hwy
Lago Lindo Rd
Sierra Hwy – Pearblossom Hwy

Path: P:\gmepub\General\Road Program\2017\Project Maps (10-Yr Plan)\10TH ST EAST ET AL.mxd



LEGEND:

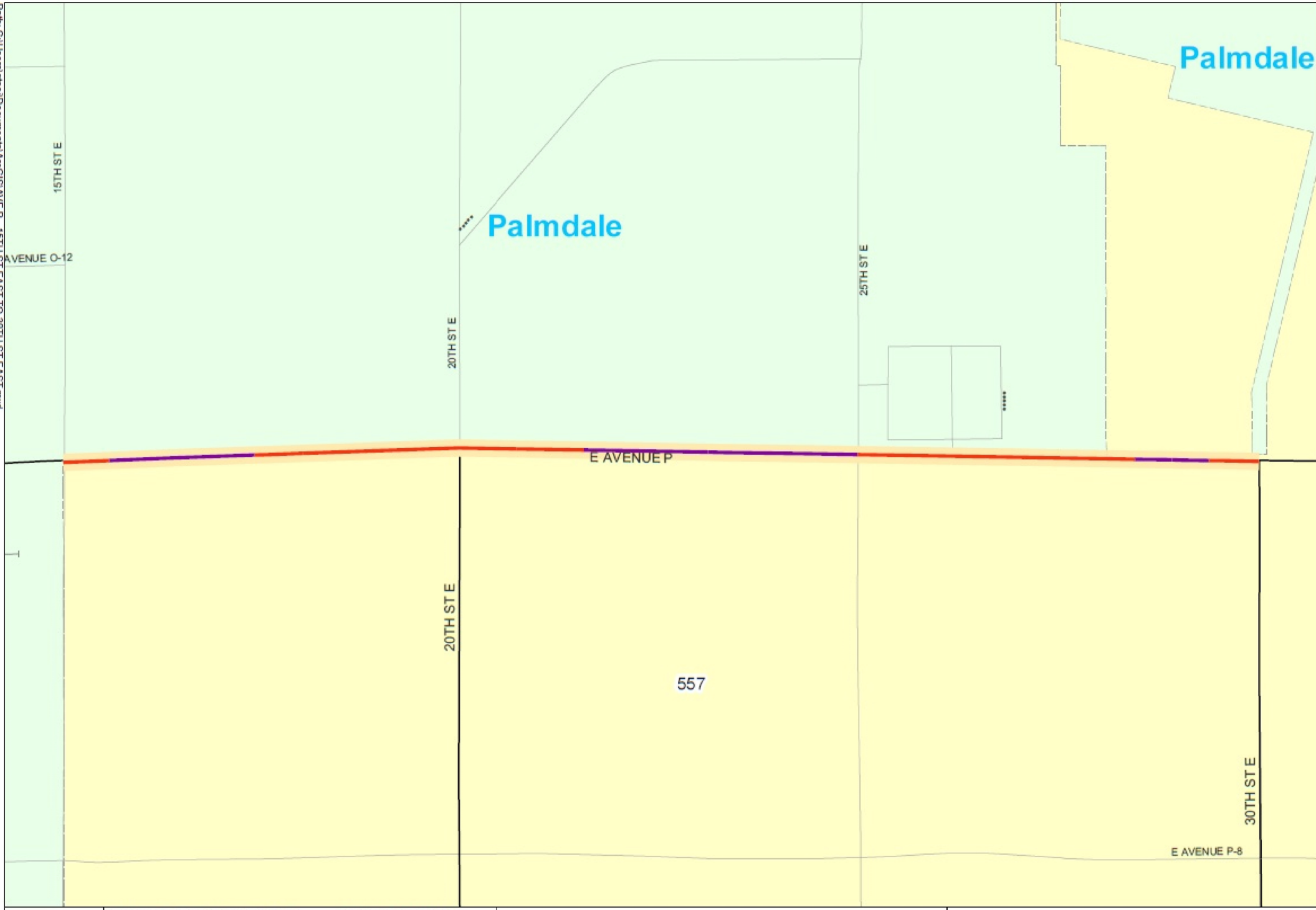
CONDITION CATEGORY	TREATMENT STRATEGY
PCI = 100-86 (EXCELLENT)	PAVEMENT PRESERVATION
PCI = 85-75 (GOOD)	RESURFACE
PCI = 74-58 (FAIR)	REHABILITATION
PCI = 57-40 (POOR)	RECONSTRUCTION
PCI = 39-0 (FAILED)	

SUPERVISORIAL DISTRICT 5
GENERAL TREATMENT MAP
10TH ST EAST ET AL

LOS ANGELES COUNTY PUBLIC WORKS
GEOTECHNICAL AND MATERIALS ENGINEERING DIVISION
PAVEMENT MANAGEMENT UNIT

Date: **9/12/2019**

Prepared By: **GMED**



LEGEND:

CONDITION CATEGORY	TREATMENT STRATEGY
PCI = 100-86 (EXCELLENT)	PAVEMENT PRESERVATION
PCI = 85-75 (GOOD)	RESURFACE
PCI = 74-58 (FAIR)	REHABILITATION
PCI = 57-40 (POOR)	RECONSTRUCTION
PCI = 39-0 (FAILED)	

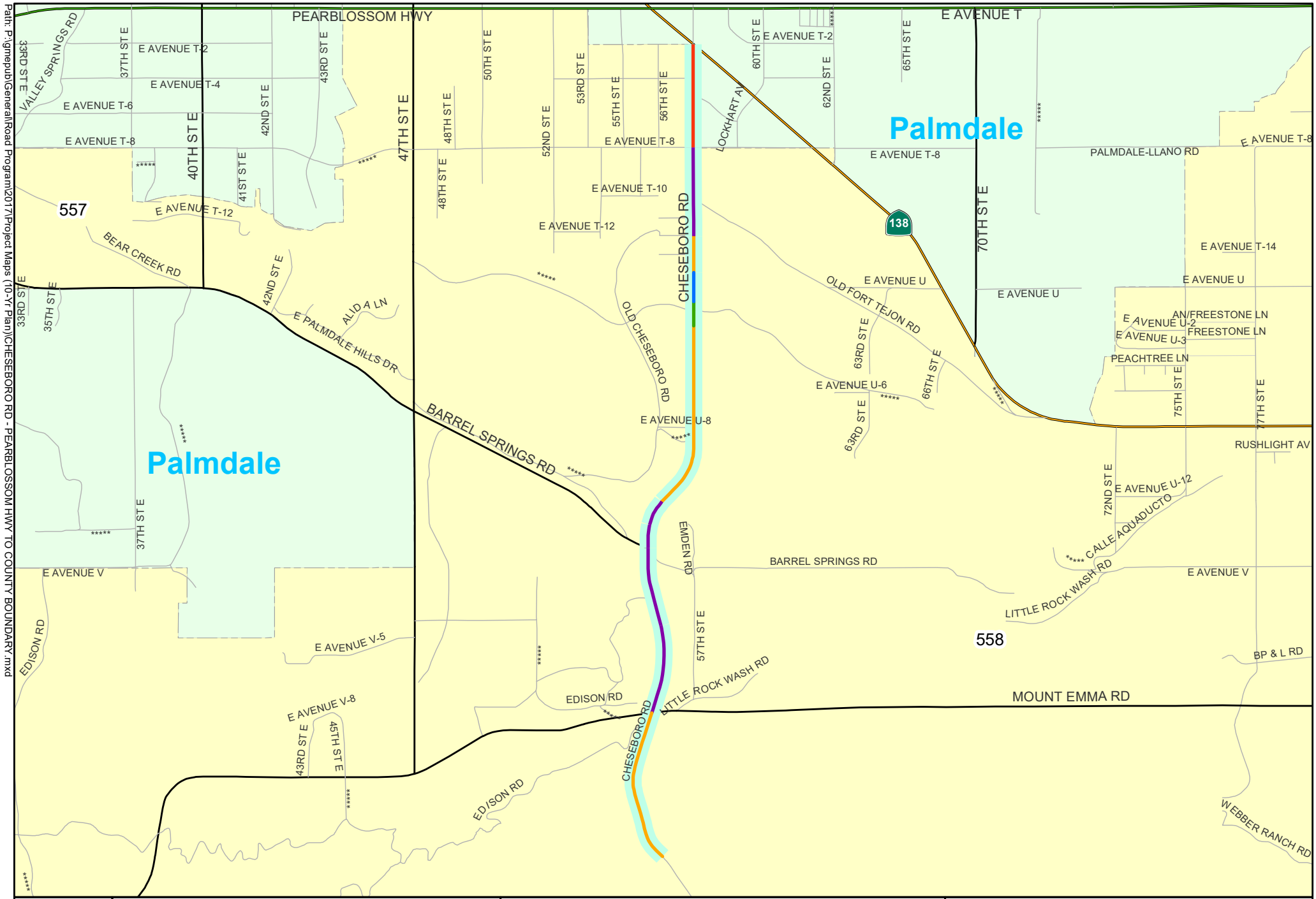
Public Works
LOS ANGELES COUNTY

SUPERVISORIAL DISTRICT 5
GENERAL TREATMENT MAP
AVE P
15TH ST EAST TO 30TH ST EAST

LOS ANGELES COUNTY PUBLIC WORKS
GEOTECHNICAL AND MATERIALS ENGINEERING DIVISION
PAVEMENT MANAGEMENT UNIT

Date: 3/24/2022

Prepared By: GMED



LEGEND:

CONDITION CATEGORY	TREATMENT STRATEGY
PCI = 100-86 (EXCELLENT)	PAVEMENT PRESERVATION
PCI = 85-75 (GOOD)	RESURFACE
PCI = 74-58 (FAIR)	REHABILITATION
PCI = 57-40 (POOR)	RECONSTRUCTION
PCI = 39-0 (FAILED)	

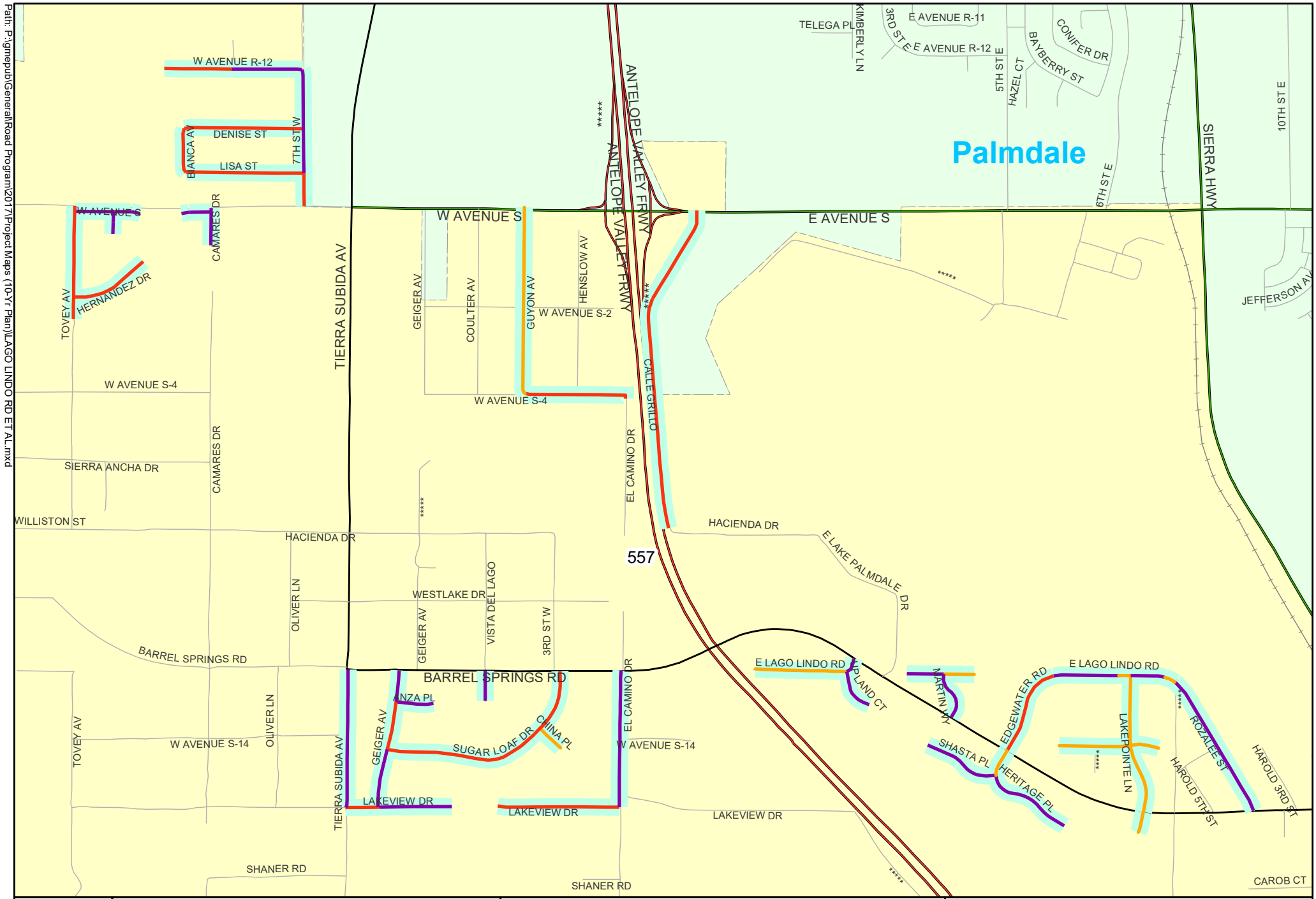
Public Works
LOS ANGELES COUNTY

SUPERVISORIAL DISTRICT 5
GENERAL TREATMENT MAP
CHESEBORO RD
PEARBLOSSOM HWY TO COUNTY BOUNDARY

LOS ANGELES COUNTY PUBLIC WORKS
GEOTECHNICAL AND MATERIALS ENGINEERING DIVISION
PAVEMENT MANAGEMENT UNIT

Date: **9/12/2019**

Prepared By: **GMED**



Path: P:\gmepub\General\Road Program\2017\Project Maps (10-Yr Plan)\LAGO LINDO RD ET AL.mxd

LEGEND:

CONDITION CATEGORY

- PCI = 100-86 (EXCELLENT)
- PCI = 85-75 (GOOD)
- PCI = 74-58 (FAIR)
- PCI = 57-40 (POOR)
- PCI = 39-0 (FAILED)

TREATMENT STRATEGY

- PAVEMENT PRESERVATION
- RESURFACE
- REHABILITATION
- RECONSTRUCTION

Public Works
LOS ANGELES COUNTY

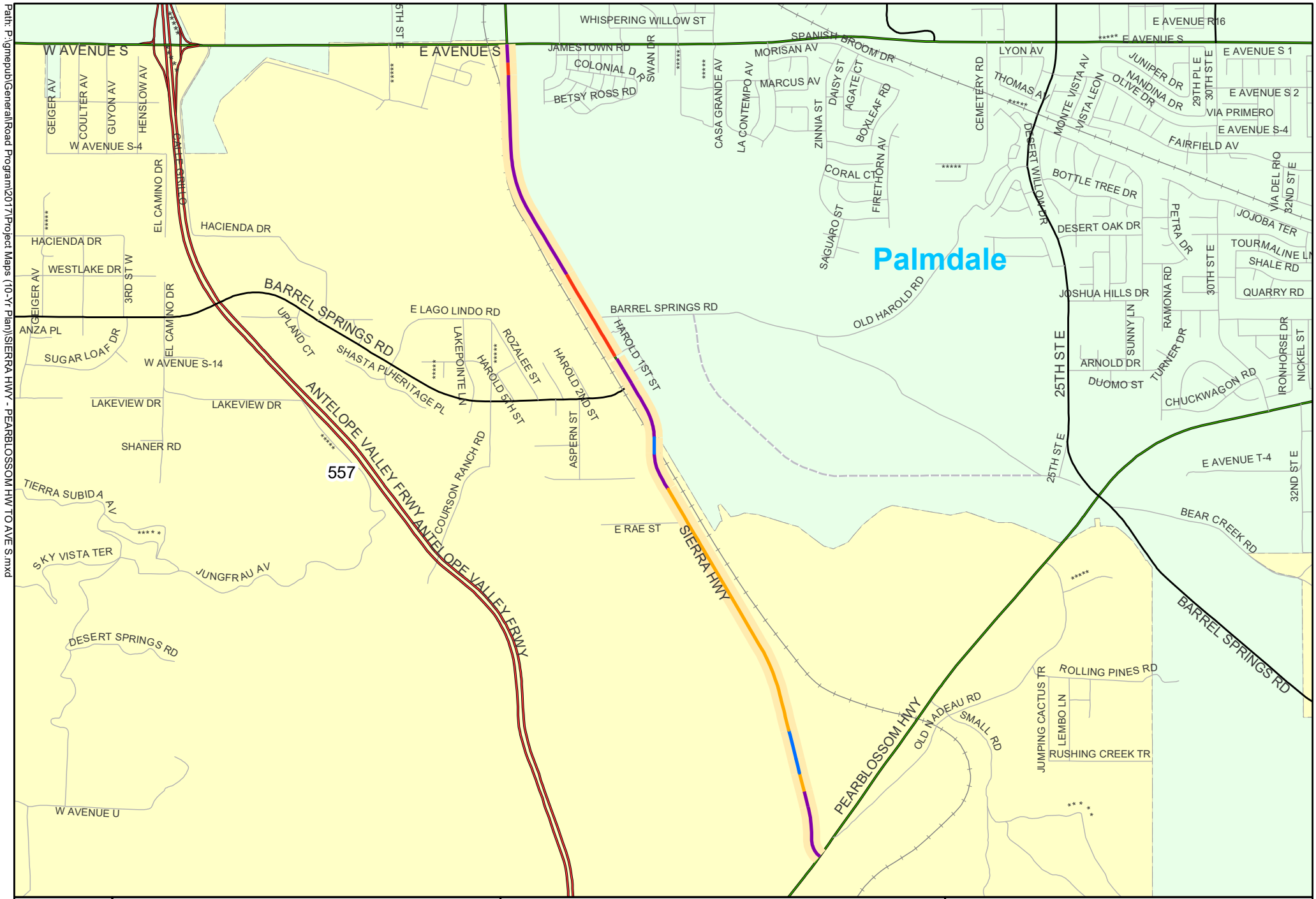
SUPERVISORIAL DISTRICT 5
GENERAL TREATMENT MAP
LAGO LINDO RD ET AL

LOS ANGELES COUNTY PUBLIC WORKS
GEOTECHNICAL AND MATERIALS ENGINEERING DIVISION

PAVEMENT MANAGEMENT UNIT

Date: **9/12/2019**

Prepared By: **GMED**



LEGEND:

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- PCI = 100-86 (EXCELLENT)
- PCI = 85-75 (GOOD)
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TREATMENT STRATEGY
- PAVEMENT PRESERVATION
- RESURFACE
- REHABILITATION
- RECONSTRUCTION

SUPERVISORIAL DISTRICT 5
GENERAL TREATMENT MAP
SIERRA HWY
PEARBLOSSOM HW TO AVE S

LOS ANGELES COUNTY PUBLIC WORKS
GEOTECHNICAL AND MATERIALS ENGINEERING DIVISION
PAVEMENT MANAGEMENT UNIT

Date: **9/12/2019**

Prepared By: **GMED**

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MINUTES
CITY COUNCIL
CITY HALL COUNCIL CHAMBER
38300 SIERRA HIGHWAY, SUITE B
PALMDALE, CALIFORNIA
MARCH 15, 2023

www.cityofpalmdale.org

5:00 P.M.

1) CALL MEETINGS TO ORDER

Mayor Bettencourt called the meeting to order at 5:00 p.m.

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

2) ROLL CALL MAYOR BETTENCOURT, MAYOR PRO TEM ALARCÓN, COUNCILMEMBERS BISHOP, LOA, OHLSEN

PRESENT: Laura Bettencourt, Austin Bishop, Richard J. Loa, Eric Ohlsen.
ABSENT: Andrea Alarcón.
Motion: Excuse the absence of Mayor Pro Tem Alarcón.
Moved by Laura Bettencourt, seconded by Eric Ohlsen.

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

3) PUBLIC COMMENTS ON CLOSED SESSION ITEMS

None.

Mayor Bettencourt closed the Public Comments.

4) PRESENTATION BY CITY ATTORNEY

Attorney Halfman confirmed that items would be heard as listed. Mayor Bettencourt noted that Attorney Halfman was filling in for Interim City Attorney Curley.

4.1) CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
Ricky Thorstensen v. City of Palmdale, et al.
Los Angeles County Superior Court Case No. 22STCV29463
This closed session is being held pursuant to the authority of California Government Code Section 54956.9(d)(1).

4.2) CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
Ricci v. City of Palmdale, et al.
Los Angeles County Superior Court Case No. 22STCV01269
This closed session is being held pursuant to the authority of California Government Code Section 54956.9(d)(1).

4.3) CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Shanae Smith, Patricia Nevarez and Michael "Mike" Behen vs. City of Palmdale, et al.
Los Angeles County Superior Court
Case No. 22STCV18219
This closed session is being held pursuant to the authority of California Government Code Section 54956.9(d)(1).

4.4) PUBLIC EMPLOYMENT
Title: City Attorney

4.5) CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION
Initiation of litigation pursuant to paragraph (4) of subdivision(d) of Section 54956.9: Number of cases – One.

5) ANNOUNCEMENT BY CITY ATTORNEY
Attorney Halfman stated there was no reportable action.

6) ADJOURN CLOSED SESSION MEETING

Mayor Bettencourt adjourned the Closed Session meeting at 7:05 p.m.

7:00 P.M.

Mayor Bettencourt called the meeting to order at 7:06 p.m.

PRESENT: Laura Bettencourt, Andrea Alarcón, Austin Bishop, Richard J. Loa, Eric Ohlsen.
ABSENT: None.

Mayor Bettencourt stated a request was made to move the Planning Commissioner Appointments after Presentations.

Motion: Move Section 13 Appointments to be heard after Section 8 Presentations.
Moved by Richard J. Loa, seconded by Austin Bishop.

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

Mayor Bettencourt stated the City Manager desired to add a new item to the agenda. City Manager Perez stated the City of Palmdale was made aware of an opportunity to provide a letter of support to Brightline for a federal grant for transportation dollars. The information came to the City's attention after the posting of the agenda and the City would like to add the new discussion item at the end of the meeting to consider Council support.

Motion: 1) Move to find that the item arose subsequent to the posting of the agenda, and it requires urgent action by the Council; 2) Add Item 14.2) Provide a Letter of Support for Brightline.
Moved by Andrea Alarcón, seconded by Eric Ohlsen.

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

7) PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Mr. Norris led the pledge of allegiance.

8) PRESENTATIONS

8.1) Mayor Bettencourt presented the Women's History month proclamation to Barbara Moran, Soroptimist International.

8.2) Communication PIO Lynch, and Media Production Specialist Gomez spoke regarding the Communications Department being recognized for Best Community Event Video as part of the 2023 ACM West WAVE Awards for the City of Palmdale's PGTV (Palmdale Government Television) Channel 27-production of the dedication of "Courtney's Playground Dedication."

9) WAIVER OF FULL READING OF RESOLUTION(S) and ORDINANCE(S)

Motion: Move to waive full reading of the Resolution (s) and/or Ordinance(s) to be considered and voted on at this meeting.
Moved by Andrea Alarcón, seconded by Laura Bettencourt.

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

10) PUBLIC COMMENTS ON CONSENT CALENDAR ITEMS ONLY

Jason Zink spoke in opposition to Item 11.3.

Mayor Bettencourt closed the Public Comments.

11) CONSENT CALENDAR

11.1) Adopt Resolution No. CC 2023-017, a Resolution of the City Council of the City of Palmdale approving the acquisition of tax defaulted property located on the southwest corner of Avenue Q-3 and 6th Street East Alley (APN 3008-013-042 and 3008-013-043) through a Chapter 8 Agreement Sale with the Los Angeles County Treasurer and Tax Collector. (Staff Reference: Director of Economic and Community Development Garibay)

11.2) Approve First Amendment to Legal Services Agreement with Silver & Wright, LLP to increase the total amount of the Agreement by $65,000, to increase the not to exceed amount to $565,000. (Staff Reference: Interim City Attorney Curley - Presented by Legal and Risk Coordinator Barajas)

11.3) Approve Agreement with J A D Hoyos, Inc. DBA Feathers Custom Signs to wrap 103 of the City of Palmdale's 332L traffic control utility cabinets with anti-graffiti laminate in the amount of $131,404.83 (Staff Reference: Parks and Recreation Director Smith)

Mayor Pro Alarcón pulled this item for discussion. Director of Parks and Recreation Smith provided a brief overview of the staff report. There was Council discussion regarding the different phases of the project and the costs of wrapping the traffic control utility cabinets.

Motion: Approve Agreement with J A D Hoyos, Inc. DBA Feathers Custom Signs to wrap 103 of the City of Palmdale's 332L traffic control utility cabinets with anti-graffiti laminate in the amount of $131,404.83.
Moved by Andrea Alarcón, seconded by Laura Bettencourt.

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

11.4) Approve the minutes from the previous meetings. (Staff Reference: Acting City Clerk Scott)

CC - February 15, 2023 (5:00 pm & 7:00 pm)

Motion: Approve the recommendations and findings on all items listed under this Consent Calendar except for 11.3.
Moved by Richard J. Loa, seconded by Eric Ohlsen.

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

Section 13) Appointments were heard at this time.

12) PUBLIC HEARING

12.1) INTRODUCTION AND ADOPTION OF ORDINANCE NO. 1603, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PALMDALE APPROVING ZONING ORDINANCE AMENDMENT 21-007; A REQUEST TO MODIFY THE ZONING CODE AND ZONING MAP TO BE IN COMPLIANCE WITH THE CITY'S GENERAL PLAN UPDATE (PALMDALE 2045), APPLICABLE LAWS, AS WELL AS COMPREHENSIVELY MODIFY PROCESSES, USES, AND STANDARDS OF DEVELOPMENT AND FIND THAT THE PROJECT IS CONSISTENT WITH PROGRAM ENVIRONMENTAL IMPACT REPORT (PEIR) 22-002 PREPARED AND CERTIFIED IN CONJUNCTION WITH PALMDALE 2045. (Staff Reference: Economic and Community Development Director Garibay - Presented by Associate Planner Almora)

Associate Planner Almora read the title of Ordinance No. 1603. Associate Planner Almora and Deputy Director of Economic and Community Development Taggart provided a detailed PowerPoint presentation. There was discussion among staff and Council regarding the future of drive-thru restaurants, the waiver process, and amendments to the ordinance.

Mayor Bettencourt called for Public Testimony.

The following individuals spoke in opposition to the approval of the Zoning Ordinance Amendment: Robert Valencia, Mark McGaughey, Navid Sharafatran, Mary Rosas, Greg Quan, Jason Zink, and two (2) letters were received.

The following individuals spoke in support of the approval of the Zoning Ordinance Amendment: Xavier Flores, Eugene Hernandez, Marcos Alvarez, Citizen, no name given, and twenty-three (23) letters were received.

The Council requested a response from staff regarding the concerns of developers and citizens. Director of Economic and Community Development Garibay provided clarification. There was discussion among staff and Council regarding prohibited uses, conditional use permits, land use designations, the zone change process, amendments, and the waiver process. Director of Economic and Community Development Garibay provided further clarification.

Motion: Introduce and Adopt Ordinance No. 1603 as drafted with the waiver information and direct staff to come back in 90 days after meeting and conferring with community stakeholders to address section 17.92.050 and other concerning sections.
Moved by Eric Ohlsen, seconded by Andrea Alarcón.

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

122) ADOPT RESOLUTION NO. CC 2023-019, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE APPROVING GENERAL PLAN AMENDMENT 23-001; A REQUEST TO MODIFY THE CITY'S GENERAL PLAN (PALMDALE 2045) TO ADDRESS INCONSISTENCIES, CORRECT TYPOGRAPHICAL ERRORS, UPDATE THE ASSOCIATED PALMDALE 2045 LAND USE MAP AND FIND THAT THE AMENDMENT IS CONSISTENT WITH PROGRAM ENVIRONMENTAL IMPACT REPORT 22-002 PREPARED AND CERTIFIED FOR PALMDALE 2045. (Staff Reference: Economic and Community Development Director Garibay - Presented by Deputy Director of Economic and Community Development Taggart and Acting Planning Manager Magaña)

Acting Planning Manager Magaña read the title of Resolution No. CC 2023-019 and presented a brief overview of this item. There was discussion among Council and staff regarding distance requirements and correction of typographical errors.

Mayor Bettencourt opened the Public Hearing.

The following individuals provided public comments:

Jason Zink spoke regarding the zoning map and general plan adoption.

Mark McGaughey commented regarding a 90-day review period with staff on the Mixed Use 3 zoning, use restrictions provided on the drive-thru limitations, and the density for residential.

Mayor Bettencourt closed the Public Comments.

There was further discussion among Council and staff regarding consistency in changes between the zoning code and general plan, typographical errors, and the dialogue with the community and stakeholders.

Motion: Adopt Resolution No. CC 2023-019, A Resolution of the City Council of the City of Palmdale Approving General Plan Amendment 23-001.
Moved by Andrea Alarcón, seconded by Laura Bettencourt.

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

12.3) INTRODUCTION AND ADOPTION OF ORDINANCE NO. 1606, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PALMDALE REVISING, DELETING, ADDING, AND STREAMLINING SELECTED PROVISIONS OF THE PALMDALE MUNICIPAL CODE TO PROMOTE PUBLIC HEALTH, SAFETY AND WELFARE RELATED TO SIDEWALK VENDING, MOBILE FOOD VENDING, AND FOOD FACILITY REGULATIONS TO STREAMLINE AND ENSURE CONSISTENCY WITH STATE LAW (AMENDING PMC SECTIONS 5.04.590, 5.04.150, 5.04.190, 8.24.210, 3.44.230; ADDING PMC SECTION 5.04.600; ADDING PMC CHAPTER 8.46; REPEALING AND DELETING PMC SECTIONS 8.04.105, 10.04.120); AND ADOPTION OF RESOLUTION NO. CC 2023-014, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE APPROVING PERMIT FEES FOR SIDEWALK VENDING AND MOBILE FOOD VENDING. (Staff Reference: Community Compliance Manager Gallagher)

Community Compliance Manager Gallagher read the title of Ordinance No. 1606 and introduced Attorney Valerie Escalante Troesh with Civica Law Group who provided a PowerPoint presentation.

Mayor Bettencourt opened the Public Comments.

The following individuals spoke in favor of this item:
Eugene Hernandez, Oscar Iraheta, Leticia Arranda, Aaron Ramirez, and Adelfo Villa.

A motion was made and carried unanimously to continue the City Council meeting until 11:00 pm.

Public Comments continued and the following individuals spoke in support of this item:

Maria Barragan, Azucena Preciado, Roman Perea, Kenneth Carrillo, Xavier Flores, Marcos Alvarez, Felix Menendez, and Jason Zink.

The Council spoke in support of this item.

Councilmember Bishop expressed concerns regarding the enforcement of County pockets to ensure that the unincorporated areas in the City of Palmdale are abiding by the same rules as those in the incorporated areas to have conformity. City Manager Perez stated City staff will investigate enforcement in the unincorporated areas. Discussion continued regarding regulation of County pockets. Community Compliance Manager Gallagher spoke regarding joint enforcement efforts with the County. Discussion ensued regarding vendors being victimized and the team efforts of Council.

Motion: Introduce and Adopt Ordinance No. 1606 and Resolution No. CC 2023-014.
Moved by Andrea Alarcón, seconded by Richard J. Loa.

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

A motion was made and carried unanimously to continue the City Council meeting to 11:30 pm.

13) APPOINTMENT(S)
This section was taken out of order and heard after section 11.

13.1) Approve Appointment to the Antelope Valley Mosquito Abatement and Vector Control District. (Staff Reference: Acting City Clerk Scott)

Mayor Bettencourt opened the Public Comments.
Public Comments: None.
Mayor Bettencourt closed the Public Comments.

Mr. Dhinsa introduced himself and provided his background.

Motion: Appoint Bal Dhinsa to the Antelope Valley Mosquito Abatement and Vector Control District
Moved by Andrea Alarcón, seconded by Laura Bettencourt.

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

13.2) City Council Nomination and Appointment of one (1) Public Member to the Palmdale Enhanced Infrastructure Financing District (EIFD). (Staff Reference: Acting City Clerk Scott)

Mayor Bettencourt opened the Public Comments.

Applicants Mr. Zink and Ms. Gordon spoke regarding their experience in the Antelope Valley.

Mayor Bettencourt closed the Public Comments.

Mayor Pro Tem Alarcón emphasized the importance of the position on the Palmdale Enhanced Infrastructure Financing District.

Motion: Appoint Laura Gordon as the Public Member to the Palmdale Enhanced Infrastructure Financing District (EIFD).
Moved by Laura Bettencourt, seconded by Andrea Alarcón.

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

13.3) City Council Nomination and Appointment of Planning Commissioners - Districts 1 - 5. (Staff Reference: Acting City Clerk Faber)

Mayor Bettencourt called for Public Comments.
Public Comments: None.
Mayor Bettencourt closed Public Comments

The following nominees introduced themselves and provided their backgrounds: Mr. Olivarez, Mr. Henderson, Mr. Martinez, and Mr. Elize introduced themselves and provided their backgrounds.

Motion: Appoint David Lujan District 1; Appoint Dean Henderson District 2 Appoint Mateo Olivarez District 3; Appoint Getro Elize District 4; Appoint Christian C. Martinez District 5.
Moved by Andrea Alarcón, seconded by Richard J. Loa.

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

14) NEW BUSINESS

14.1) Discussion and possible action regarding Animal Care and Control Operations. (Staff Reference: City Manager Perez)

City Manager Perez suggested continuing this item to April 5, 2023.
Motion: Continue Item 14.1 to April 5, 2023.
Moved by Austin Bishop, seconded by Eric Ohlsen.

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

14.2) Provide a Letter of Support for Brightline.

City Manager Perez provided a brief overview on this item. Mayor Pro Tem Alarcón announced that Brightline will do a project presentation at a future meeting.

Motion: Direct staff to provide a letter of support authored by the Council for Brightline West to apply for an intercity passenger rail grant application to the U.S. Department of Transportation.
Moved by Andrea Alarcón, seconded by Richard J. Loa.

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

15) PUBLIC COMMENTS ON NON-AGENDA ITEMS

The following individuals provided public input:

Richard Mann spoke regarding help for the unhoused.

Jason Zink commented regarding utility boxes, Palmenthol Historic sign, free cable and internet for seniors, outreach for general plan, Measure J funds, City website redesign, and a commuter study.

Laura Gordon spoke regarding her background in housing.

Mayor Bettencourt closed the Public Comments.

16) CITY COUNCIL ANNOUNCEMENTS AND REQUESTS FOR NEW AGENDA ITEMS

Mayor Pro Tem Alarcón spoke regarding limited opportunities for veteran emergency services through the City of Palmdale and directed City Manager Perez to bring a report back on the establishment of a Veteran Emergency Needs Fund. City Manager Perez suggested looking at the Housing CDBG funds and Measure AV funds. Mayor Bettencourt stated there is an emergency fund through the veteran's organizations.

17) CITY MANAGER'S REPORT

None.

18) ADJOURN

Mayor Bettencourt adjourned the meeting at 11:30 p.m. to April 5, 2023, 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 3rd day of May 2023.

_____
Laura Bettencourt, Mayor

ATTEST:

_____
Rochelle Scott, Acting City Clerk

MINUTES
CITY COUNCIL/SA/HA/IDA/PAA/PCA/PFA - 04/05/2023 - 5PM
CITY HALL COUNCIL CHAMBER
38300 SIERRA HIGHWAY, SUITE B
PALMDALE, CALIFORNIA
APRIL 5, 2023

www.cityofpalmdale.org

5:00 P.M.

1) CALL MEETING TO ORDER

Mayor Bettencourt called the meeting to order at 5:00 p.m.

2) PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

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

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

PRESENT: Laura Bettencourt, Austin Bishop, Eric Ohlsen, Richard J. Loa, Christina Fraga-Saenz, Phil Denny.
ABSENT: Andrea Alarcón.

4) PRESENTATIONS

4.1) Councilmember Ohlsen presented a Proclamation to Rosie Mainella declaring April 2023 as Child Abuse Awareness Month in the City of Palmdale. Ms. Mainella announced that death rates are down by 73%.

4.2) Housing Coordinator Nichols presented the Proclamation declaring April 2023 as Fair Housing Month in the City of Palmdale. Ms. Chancela Al-Mansour, Executive Director of Housing Rights Center, accepted the proclamation and spoke regarding housing discrimination.

4.3) Councilmember Bishop presented a Proclamation to Karma Rescue declaring April 2023 as Prevention of Cruelty to Animals Month in the City of Palmdale.

4.4) Councilmember Loa, Councilmember Bishop and a representative from Assemblyman Carrillo's office presented Commendations to outgoing Planning Commissioners Marcos Alvarez and Christina Fraga-Saenz.

5) WAIVER OF FULL READING OF RESOLUTION(S) and ORDINANCE(S)

A motion was made and carried unanimously to waive the full reading of the Resolution (s) and/or Ordinance(s) to be considered and voted on at this meeting.

6) PUBLIC COMMENTS ON CONSENT CALENDAR ITEMS ONLY

The following individuals provided public input:

Steve Angebrandt and Sandy Corrales spoke in opposition to the approval of Item 8.2

Eugene Hernandez commented regarding the lack of bus benches in Palmdale.

Mayor Bettencourt requested a list of bus stops without benches.

Marsha Furman spoke regarding the use of Measure AV funds.

Jason Zink commented regarding public comment section, and the use of Measure AV funds.

A motion was made and carried unanimously to close the Public Comments.

7) JOINT CONSENT CALENDAR CC/SA/HA/IDA/PAA/PCA/PFA

7.1) Receive and file the Annual Comprehensive Financial Reports for the Year Ended June 30, 2022, for the City of Palmdale, the Housing Authority of the City of Palmdale, the Palmdale Civic Authority, the Palmdale Financing Authority, and the Palmdale Community Foundation. (Staff reference: Director of Finance Samson)

7.2) Approve the minutes from the previous meetings.

HA - February 1, 2023
HA - February 15, 2023
CC/SA/HA/IDA/PAA/PCA/PFA - March 1, 2023

Motion: Approve all items listed on the Joint Consent Calendar.
Moved by Laura Bettencourt, seconded by Christina Fraga-Saenz.

Vote: Motion carried (6-0)
Yes: Laura Bettencourt, Austin Bishop, Eric Ohlsen, Richard J. Loa, Christina Fraga-Saenz, Phil Denny.
Absent: Andrea Alarcón.

Mayor Bettencourt adjourned the Housing Authority meeting at 5:37 pm.

Mayor Pro Tem Alarcón arrived at 5:38 p.m. and was able to participate in the remainder of the meeting.

8) CONSENT CALENDAR

8.1) Receive and file the Monthly Investment Reports for February 2023.

8.2) Ratify the approval of the Memorandum of Understanding between the City of Palmdale and the Antelope Valley Fair Authority defining the City's benefits resulting from the City's financial contribution to the Multi-Agency Regional Resiliency Center (MARRC).

Councilmember Ohlsen pulled this item for discussion.

Councilmember Bishop recused himself from this item.

City Manager Perez presented a detailed overview of this item. Dan Jacobs, Chief Executive Officer of the Antelope Valley Fair, gave a PowerPoint presentation. There was discussion among Council, staff and Mr. Jacob's regarding the timeframe on the amendment to add a seat for Palmdale and the County on the JPA, and the status of the request for and America Rescue Plan Act (ARPA) opinion on the funding for the Multi-Agency Regional Resiliency Center (MARRC). Interim City Attorney provided clarification on the timeline for an ARPA response.

Motion: Ratify the approval of the Memorandum of Understanding between the City of Palmdale and the Antelope Valley Fair defining the City's benefits resulting from the City's financial contribution to the Multi-Agency Regional Resiliency Center (MARRC) contingent upon it being approved as an expenditure under ARPA and that the State of California sign off on the City of Palmdale having a seat on the Joint Powers Authority.
Moved by Andrea Alarcón, seconded by Laura Bettencourt.

Interim City Attorney Curley asked Mr. Jacobs of the AV Fair if they were amenable to the revised motion, and if Mr. Jacobs could speak on behalf of the AV Fair. Mr. Jacobs confirmed he had the authority to speak on behalf of the AV Fair and that they were amenable to waiting while these issues were sorted out.

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

Councilmember Bishop returned to the dais.

8.3) Summary of Annual Housing Element Progress Report.

8.4) Award Agreement with Tangram Interiors in the amount, not to exceed $325,000, for purchase and installation of furniture associated with the Code Enforcement and Public Safety relocation to the Aero Institute Building.

Mayor Bettencourt pulled this item for discussion. Director of Public Works Glidden provided clarification regarding the purchase of new furniture. There was Council and staff discussion regarding the hiring of Code Enforcement Officers and future office space.

Motion: Award Agreement with Tangram Interiors in the amount, not to exceed $325,000, for purchase and installation of furniture associated with the Code Enforcement and Public Safety relocation to the Aero Institute Building
Moved by Austin Bishop, seconded by Richard J. Loa.

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

8.5) Approve additional funds of $84,323.37 for Purchase Order No. 20230423, with Servpro of Palmdale North, dba P&C Restoration Cleaning Corp. for emergency clean up services for the Chimbole Cultural Center in the amount not to exceed $304,324.

Councilmember Bishop pulled this item and recused himself.

Motion: Approve additional funds of $84,323.37 for Purchase Order No. 20230423, with Servpro of Palmdale North, dba P&C Restoration Cleaning Corp. for emergency clean up services for the Chimbole Cultural Center in the amount not to exceed $304,324.
Moved by Richard J. Loa, seconded by Laura Bettencourt.

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

Councilmember Bishop returned to the dais.

8.6) Approve proposal to amend the 2019-2020 Action Plan to reprogram Community Development Block Grant COVID (CDBG-CV) funds, review and approve budget adjustments to SAVES CDBG and SAVES CDBG-CV budgets, and decrease SAVES CDBG budget.

Mayor Pro Tem Alarcón pulled this item for discussion. Management Analyst I Bartlett provided a brief overview of this item. There was Council and staff discussion regarding the Mortgage Assistance Program, COVID relief funds, outreach to the public, and justification for reprogramming of funds.

Motion: Approve proposal to amend the 2019-2020 Action Plan to reprogram Community Development Block Grant COVID (CDBG-CV) funds, review and approve budget adjustments to SAVES CDBG and SAVES CDBG-CV budgets, and decrease SAVES CDBG budget.
Moved by Andrea Alarcón, seconded by Laura Bettencourt.

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

8.7) Award construction agreement with SOV Security, for PN 872, Citywide Security Infrastructure Project, at the City facilities, including City Hall, Palmdale Transportation Center, Palmdale Playhouse, and the Maintenance Yard, in the amount not to exceed $973,833 and determine this project is to be exempt from CEQA.

Mayor Bettencourt pulled this item for discussion. Director of Public Works Glidden provided a brief staff report. There was discussion regarding the number of crimes and selection of locations for Phase 1. Information Technology Manager Thompson stated G4S assessed the locations and set the priorities for security. City Manager Perez stated the sites were identified based on the traffic and the amount of children that attend the Playhouse

performances. There was further discussion among Council and staff regarding security systems, public safety, change order to contract, fast-tracking of Phase 2, and timeline for Phase 1.

Motion: Award construction agreement with SOV Security, for PN 872, Citywide Security Infrastructure Project, at the City facilities, including City Hall, Palmdale Transportation Center, Palmdale Playhouse, and the Maintenance Yard, in the amount not to exceed $973,833
Moved by Austin Bishop, seconded by Richard J. Loa.

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

8.8) Adopt Resolution No. CC 2023-023, a Resolution of the City Council of the City of Palmdale authorizing the execution of a Surety Bond to meet the financial security requirement for energy for Palmdale's Independent Choice.

Motion: Approve all items listed on the Consent Calendar with the exception of Items 8.2, 8.4, 8.5, 8.6, and 8.7.
Moved by Laura Bettencourt, seconded by Austin Bishop.

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

9) APPOINTMENTS

9.1) City Council Nomination and Appointment of seven (7) Members and one (1) Alternate to the Human Rights Advisory Committee.

Acting City Clerk Scott provided the process for selecting the members of the Human Right Advisory Committee.

Motion: Appoint the following individuals to the Human Rights Advisory Committee: Marcos Alvarez, Sky Jung, Margaret Hicks, Rudolpho Perez II, Covel Jenkins, Xavier Flores, Jovan Hicks, and Elizabeth Henriquez (Alternate).
Moved by Richard J. Loa, seconded by Andrea Alarcón.

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

10) NEW BUSINESS

10.1) Discussion and possible action regarding Animal Care and Control Operations.

City Manager Perez provided a brief overview of this item.

Mayor Bettencourt called for Public Comments.

The following individuals provided public inputs:

Jason Zink encouraged the City to increase the budget for Animal Care and Control.

Rosie Mainella commented regarding showcasing pets.

There was discussion among Council and staff regarding cost of services, showcasing pets, reduced hours at the shelter, kill rates, preventative measures, reduced services, non-profit options, outreach, feasibility study, and increase of operating hours.

City Manager Perez requested thirty (30) days to come back with options to facilitate more of a rescue approach to augment Animal Care and Control services. Councilmember Bishop suggested pulling the four-hundred thousand allocated in the mid-year budget. City Manager Perez stated if the bill is not paid, City services will cease. Mayor Pro Tem Alarcón directed Interim City Attorney Curley to take a look at who is legally responsible for the provision of the specified services and scope of work in the County contract.

11) PUBLIC COMMENTS ON NON-AGENDA ITEMS

The following indviduals provided public input

Corbin Ingram asked about the status of the local airport. City Manager Perez provided an update on the local airport.

Peter Denning, Cub Scout, asked the Councilmembers their profession.

Eugene Hernandez commented regarding celebrating the Latino community.

Jason Zink spoke regarding crime, film, art and technology academy, free basic cable and internet for senior citizens, American flags, addition of community groups added to website, water, animal control, and the emergency center.

Marsha Furman commented regarding food trucks at events and ADA compliance, Measure AV information on the website, and Joint Recreation Center.

Steve Hill spoke regarding the settlement agreement with the Department of Justice and law enforcement.

A motion was made and carried unanimously to close Public Comments.

12) INFORMATIONAL REPORT FROM MAYOR AND / OR COUNCILMEMBERS ON THEIR VARIOUS COMMITTEE MEMBERSHIPS AND MEETINGS ATTENDED AT PUBLIC EXPENSE

12.1) COMMITTEE MEMBERSHIPS.

- ANTELOPE VALLEY AIR QUALITY MANAGEMENT DISTRICT
- ANTELOPE VALLEY TRANSIT AUTHORITY
- CALIFORNIA CONTRACT CITIES ASSOCIATION
- CITY OF PALMDALE AUDIT COMMITTEE
- CITY OF PALMDALE INVESTMENT OVERSIGHT COMMITTEE

- HIGH DESERT CORRIDOR JOINT POWERS AUTHORITY
- LEAGUE OF CALIFORNIA CITIES
- LOS ANGELES COUNTY SANITATION DISTRICT
- NORTH LOS ANGELES COUNTY TRANSPORTATION COALITION
- PALMDALE RECYCLED WATER AUTHORITY
- UNITED STATES/MEXICO SISTER CITIES ASSOCIATION
- CALIFORNIA STATE PRISON – LOS ANGELES COUNTY, CITIZENS ADVISORY COMMITTEE

Councilmember Loa attended/reported the following:

- Cesar Chavez event on March 25th at Domenic Massari Park
- Sheriff's Boosters meeting
- Spanish Radio program on March 1st
- Hispanic Chamber 26th Annual Installation Gala on March 3rd
- AV Rural Museum on March 4th;
- Meeting with Executive Directors of the Antelope Valley Fair and Supervisor Barger regarding implementation of a regional facility
- Ribbon cutting at the AV Rural Museum
- Zoning Ordinance meeting with developers regarding drive thru fast facilities
- County Sanitation District meeting
- Public Safety Forum at Legacy Commons; and
- Briefing on vending Ordinance; reported on meetings with legislators regarding the resiliency center

Councilmember Bishop attended/reported the following:

- Palmdale Community Clean-up day on March 25th
- AVAQMD grant money for businesses
- Palmdale Recycled Water Authority (PRWA) is moving efforts from recycled water to potable water
- Home for Families Builders Ball on March 10th
- Council retreat on March 10th
- AV Rural Museum
- Attended Nothing Bundt Cakes grand opening.

Councilmember Ohlsen reported/attended the following:

- Participated in the Read Across America event
- Attended Vets for Veterans support dinner and Welcome Home Veteran Ceremony
- Attended the Cesar Chavez Day event.

Mayor Pro Tem Alarcón reported:

- Meetings were held with California U.S. Senators, and Representatives to discuss appropriations for an Emergency Operation Center and transportation projects.

12) MEETINGS ATTENDED AT PUBLIC EXPENSE

13) CITY COUNCIL ANNOUNCEMENTS AND REQUESTS FOR NEW AGENDA ITEMS

None.

14) CITY MANAGER'S REPORT

City Manager Perez reported/announced the following:

- Nothing Bundt Cakes donated $1400 to SAVES.
- Kicking off the Fentanyl Awareness Campaign in the community
- Presented Council with photos of the utility raps
- Announced the promotion of Sara Gallagher and Nardy Lopez to Deputy City Manager

15) PUBLIC COMMENTS ON CLOSED SESSION ITEMS

Jason Zink commented regarding acquisition of property, lawsuits, real estate signs, and Measure AV funds.

There was further discussion among Council regarding real estate signs.

16) PRESENTATION BY CITY ATTORNEY

Interim City Attorney Curley spoke regarding public comments that were made.

Interim City Attorney confirmed items would be heard as listed and stated the address for Item 16.6 should be 838 E. Palmdale Boulevard.

16.1) CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Shanae Smith, Patricia Nevarez and Michael "Mike" Behen vs. City of Palmdale, et al. Los Angeles County Superior Court Case No. 22STCV18219
This closed session is being held pursuant to the authority of California Government Code Section 54956.9(d)(1).

16.2) CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
Ricci v. City of Palmdale, et al.
Los Angeles County Superior Court Case No. 22STCV01269
This closed session is being held pursuant to the authority of California Government Code Section 54956.9(d)(1).

16.3) CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
Ricky Thorstensen v. City of Palmdale, et al.
Los Angeles County Superior Court Case No. 22STCV29463
This closed session is being held pursuant to the authority of California Government Code Section 54956.9(d)(1).

16.4) CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Kenya Torres vs. City of Palmdale, et al.
Los Angeles County Superior Court Case No. 22STCV37041
This closed session is being held pursuant to the authority of California Government Code Section 54956.9(d)(1).

16.5) PUBLIC EMPLOYMENT
Title: City Attorney

16.6) CONFERENCE WITH REAL PROPERTY NEGOTIATORS
Property: 828 E. Palmdale Blvd. (APN: 3009-015-001)
Agency Negotiator for the City: Ronda Perez, City Manager and Mike Miller, Assistant City Manager
Negotiating parties: Pat Hunt
Under negotiations is both price and terms

17) ANNOUNCEMENT BY CITY ATTORNEY

Interim City Attorney announced Council was updated on all items and there were no reportable actions.

18) ADJOURN

Mayor Bettencourt adjourned the meeting at 9:30 p.m., in honor of the victims in Nashville, Tennessee, to April 19, 2023 at 5:00 p.m. in the City Hall Council Chamber located at 38300 Sierra Highway, Suite B, Palmdale, California.

_____
Laura Bettencourt, Mayor

ATTEST:

_____
Rochelle Scott, Acting City Clerk

MINUTES
CITY COUNCIL
CITY HALL COUNCIL CHAMBER
38300 SIERRA HIGHWAY, SUITE B
PALMDALE, CALIFORNIA
APRIL 19, 2023

www.cityofpalmdale.org

5:00 P.M.

1) CALL MEETING TO ORDER

Mayor Bettencourt called the meeting to order at 5:00 p.m.

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

2) ROLL CALL MAYOR BETTENCOURT, MAYOR PRO TEM ALARCÓN, COUNCILMEMBERS BISHOP, LOA, OHLSEN

PRESENT: Laura Bettencourt, Andrea Alarcón, Austin Bishop, Eric Ohlsen. ABSENT: Richard J. Loa.

Motion: Excuse the absence of Councilmember Loa.
Moved by Laura Bettencourt, seconded by Austin Bishop.

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

3) PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

4) WAIVER OF FULL READING OF RESOLUTION(S) and ORDINANCE(S)

A motion was made and carried unanimously to waive the full reading of the Resolution(s) and/or Ordinance(s) to be considered and voted on at this meeting.

5) PUBLIC COMMENTS ON CONSENT CALENDAR ITEMS ONLY

None.

A motion was made and carried unanimously to close the Public Comments.

6) CONSENT CALENDAR

6.1) Approve Agreement No. A-8314 with Smarte Carte Inc. to install 172 keyless lockers and two self-service payment kiosks at DryTown Water Park.

Mayor Pro Tem Alarcon pulled this item for discussion. Director of Parks and

Recreation Smith presented the staff report. There was discussion among Council and staff regarding the cost of the lockers and the fiscal impact.

Mayor Bettencourt called for Public Comments.

Public Comments: None.

A motion was made and carried unanimously to close the Public Comments.

Motion: Approve Agreement No. A-8314 with Smarte Carte Inc. to install 172 keyless lockers and two self-service payment kiosks at DryTown Water Park with the exception of changing the rate for the lockers to $8, $10, and $12.
Moved by Andrea Alarcón, seconded by Austin Bishop.

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

6.2) Approve First Amendment to Legal Services Agreement with Harper & Burns, LLP to increase the total amount of the Agreement by $220,000, to increase the not to exceed amount to $320,000 and amend the indemnity section.

6.3) Approve First Amendment to Legal Services Agreement with Jones & Mayer to increase the total amount of the Agreement by $302,000 not to exceed the sum of $402,000.

6.4) Notice of Completion - Accept Public Improvements for Circle K, located at 3851 East Palmdale Blvd.

6.5) Approve additional funds of $100,000 for Purchase Order No. 20230000 with Walsma Oil Company, Inc. for diesel and unleaded fuel, motor oil, and lubricants in an amount not to exceed $550,000.

6.6) Approve Purchase Order No. 20230495 with Plumber's Depot for one (1) new GapVax MC1510-3S4S Combination Jet/Vacuum Truck, in an amount not to exceed $604,991.89.

6.7) Approve the first amendment to the employment agreement between the City of Palmdale and Michael Miller, Assistant City Manager (Agreement No. A-7465).

6.8) Approve the minutes from the previous meetings.

CC - March 10, 2023

Motion: Approve all items as listed on the Consent Calendar except Item 6.1.
Moved by Andrea Alarcón, seconded by Austin Bishop.

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

7) NEW BUSINESS

7.1) Adopt Resolution CC 2023-022, A Resolution of the City Council 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.

Director of Parks and Recreation Smith read the title of Resolution No. CC 2023-022. Public Art Program Manager Davis and Public Art Commissioner Sarno provided a detailed overview of the projects completed and future projects for the upcoming year.

There was discussion among Council and staff regarding animal art, small mural mentorship program, grant funding, artist selection process, City theme, aerospace cultural, public outreach, sustainability, and green art.

Mayor Bettencourt called for Public Comments.

The following individuals provided public input.

Jason Zink suggested art and history, the use of $1M in Measure AV funds for art projects, and an interactive map.

Chuck Murphy suggested directing funds to support the programs at the Playhouse.

Marcos Alvarez commented regarding offsetting graffiti by painting murals and art that reflects the community.

Mayor Bettencourt closed the Public Comments.

Motion: Adopt Resolution CC 2023-022, 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 (4-0)
Yes: Laura Bettencourt, Andrea Alarcón, Austin Bishop, Eric Ohlsen.
Absent: Richard J. Loa.

8) PUBLIC COMMENTS ON NON-AGENDA ITEMS

Jason Zink commented regarding horn noise, invitation of Board of Supervisors to the Antelope Valley, SNAP program, congratulated Mike Miller on his position, Emergency Center, and seniors.

Debbie Kosel spoke regarding the Walk on Words contest.

Eugene Hernandez commented on an assembly bill related to storage companies, food stamp program, and Cesar Chavez holiday.

Vicky Ventura thanked Council for the sponsorship of the Cesar Chavez event and suggested a sculpture.

Marcos Alvarez spoke regarding Cesar Chavez and future events.

Xavier Flores commented regarding a past Cesar Chavez event.

Chuck Murphy spoke regarding the Cesar Chavez event and suggested educating our children.

A motion was made and carried unanimously to close the Public Comments.

9) CITY COUNCIL ANNOUNCEMENTS AND REQUESTS FOR NEW AGENDA ITEMS

None.

Mayor Pro Tem Alarcon stated moving forward they will work in partnership to highlight the contributions of Cesar Chavez.

10) CITY MANAGER'S REPORT

City Manager Perez reported/announced the following:

- The City is working on the Parks Master Plan.
- A meet and greet was held with Sheriff Luna.
- Hosted several Park Watch meetings.
- A pet wellness clinic will be held at SAVES on April 30th.
- The Supplemental Nutrition Assistance Program (SNAP) has concluded and there has been a 20% increase of SAVES services.

11) PUBLIC COMMENTS ON CLOSED SESSION ITEMS

Mayor Bettencourt opened the Public Comments.

Jason Zink commented regarding lawsuits.

Mayor Bettencourt closed the Public Comments.

12) PRESENTATION BY CITY ATTORNEY

12.1) CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Shanae Smith, Patricia Nevarez and Michael "Mike" Behen vs. City of Palmdale, et al.
Los Angeles County Superior Court
Case No. 22STCV18219
This closed session is being held pursuant to the authority of California Government Code Section 54956.9(d)(1).

12.2) CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATIONMaithi Ricci v. City of Palmdale, et al.Los Angeles County Superior Court Case No. 22STCV01269
This closed session is being held pursuant to the authority of California Government Code Section 54956.9(d)(1).

12.3) CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION
Ricky Thorstensen v. City of Palmdale, et al.
Los Angeles County Superior Court Case No. 22STCV29463
This closed session is being held pursuant to the authority of California Government Code Section 54956.9(d)(1).

12.4) CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Kenya Torres vs. City of Palmdale, et al.
Los Angeles County Superior Court
Case No. 22STCV37041
This closed session is being held pursuant to the authority of California Government Code Section 54956.9(d)(1).

12.5) CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION
Edman Discua v. City of Palmdale, et al.
Los Angeles Superior Court
Case No. 21STCV45406
This closed session is being held pursuant to the authority of California Government Code Section 54956.9(d)(1).

13) ANNOUNCEMENT BY CITY ATTORNEY

Closed Session was held 6:30 p.m. - 7:20 p.m.

Interim City Attorney Curley confirmed all items were considered, Council received updates on the cases, and there was no reportable action.

14) ADJOURN

Mayor Bettencourt adjourned the meeting at 7:21 p.m. to May 3, 2023, 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 3rd day of May 2023.

_____
Laura Bettencourt, Mayor

ATTEST:

_____
Rochelle Scott, Acting City Clerk

City Council Staff Report

DATE: **MAY 3, 2023**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **CITY MANAGEMENT DEPARTMENT, CITY ATTORNEY DIVISION**

DISTRICT: **ALL**

SUBJECT: **ADOPT ORDINANCE NO. 1610, AMENDING ORDINANCE U-1582 AS IT AMENDED PALMDALE MUNICIPAL CODE SECTION 16.40.120 TO INCREASE THE INITIAL TERM OF TENTATIVE MAPS BY TWO YEARS, AND TO INCREASE THE TERM OF CERTAIN PHASED TENTATIVE MAPS BY ONE ADDITIONAL TWO-YEAR PERIOD**

ISSUE

Adopt Ordinance No. 1610, amending Palmdale Municipal Code (PMC) Section 16.40.120 to increase the initial term of tentative maps by two years, and to increase the term of certain phased tentative maps by one additional two-year period.

RECOMMENDATION

Staff recommends that the City Council:

1. Receive public testimony regarding Ordinance No. 1610;
2. Adopt Ordinance No. 1610 amending PMC Section 16.40.120 to increase the initial term of tentative maps by two years, and to increase the term of certain phased tentative maps by one additional two-year period; and,
3. Find that the amendment is exempt from the California Environmental Quality Act.

BACKGROUND

PMC Section 16.40.120 currently establishes that tentative maps have an initial term of 36 months and effective January 1, 2022, Government Code 66452.6 was amended to allow cities to increase this term to 48 months.

DISCUSSION

The past two years has seen substantial volatility in the construction industry. Supply chain issues, cost increases, labor shortages, and continually changing mandates have caused uncertainty in the development community. As a result, several subdivision projects, which the City previously approved were put on hold. As the economy begins to recover, there is a renewed interest in reviving projects; however, several tentative maps are set to expire this year.

To accelerate the development of much-needed housing and to substantiate the City's business-friendly reputation, staff recommends amending PMC Section 16.40.120 to extend certain expiring tentative maps. Under the proposed ordinance, tentative maps that are set to expire in 2023 will be extended for an additional 24 months. The time extension would only apply to projects that have already utilized all available discretionary map extensions. The additional time will allow applicants to complete all the requirements necessary to approve and record final maps. The intent is that this provision would be in effect for the remainder of the year and would sunset on December 31, 2024.

FISCAL IMPACT

This ordinance will facilitate completion of previous entitled developments, which will bring much-needed housing and subsequently increase property and sales tax revenues for the City.

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.

Prepared by:	William P. Curley, III, Interim City Attorney
Certified as to availability of Funds:	Janelle Samson, Director of Finance
Approved by:	Ronda Perez, City Manager
Approved as to form:	William P. Curley, III, Interim City Attorney

ATTACHMENT

1. Ordinance No. 1610

CITY OF PALMDALE, A CHARTER CITY
COUNTY OF LOS ANGELES, CALIFORNIA
ORDINANCE NO. 1610

AN ORDINANCE OF THE CITY OF PALMDALE, AMENDING ORDINANCE U-1582 AS IT AMENDED PALMDALE MUNICIPAL CODE SECTION 16.40.120 TO INCREASE THE INITIAL TERM OF TENTATIVE MAPS BY TWO YEARS, AND TO INCREASE THE TERM OF CERTAIN PHASED TENTATIVE MAPS BY ONE ADDITIONAL TWO-YEAR PERIOD

A. RECITALS

WHEREAS, Palmdale Municipal Code (PMC) Section 16.40.120 currently establishes that tentative maps have an initial term of 36 months; and effective January 1, 2022, Government Code 66452.6 was amended to allow cities to increase this term to 48 months;

WHEREAS, the last number of years has seen substantial volatility in the governance, finance and construction industry and such volatility has been the cause of delays for various beneficial subdivision projects, which the city previously approved, and which projects are in the public interest, and should have their map terms extended, but for which such projects have already utilized all available discretionary map extensions;

WHEREAS, if such maps are not timely extended, then the applicants will be required to again apply to the City to implement a substantially similar project for no discernable added benefit;

WHEREAS, it is in the public interest to grant such tentative maps an additional year to finalize their maps;

WHEREAS, effective January 1, 2022, Government Code Section 66452.6 was amended to mandate that cities, allow specified tentative maps that have completed phases be extended for an additional 12 months.

B. ORDINANCE

THE CITY COUNCIL OF THE CITY OF PALMDALE DOES ORDAIN AS FOLLOWS:

SECTION 1. This Council hereby confirms its legislative intent as set forth in Section A of this Ordinance and hereby incorporates Section A by reference herein.

SECTION 2. **Revised PMC Section 16.40.120.A.** Subsection A of Palmdale Municipal Code 16.40.120 is hereby revised as follows for the time period from January 1, 2023, through December 31, 2024, after which time such subsection shall revert to how it existed prior to the effective date of this ordinance and shall have no effect on maps which did not use such provision:

(A) The initial approval or conditional approval of a tentative map shall expire 36 months from its adoption by the Planning Commission or, if appealed, from the City Council's action. If, however, all of the following are true for a particular tentative map, then the initial or conditional approval of the tentative map shall instead expire 48 months from its adoption by the Planning Commission, or if appealed, from the City Council's action: (1) the term of the tentative map has already been extended for the maximum number of years authorized by Section 16.40.140; (2) the applicant has not previously, and cannot in the future, use the extension authorized by subsection C of this section. Expiration of an approved or conditionally approved tentative map shall terminate all proceedings and no final or parcel map of all or any portion of the real property included within the tentative map shall be filed without processing a new tentative map in accordance with the provisions of this title. Once a complete and timely filing of a final map, as described in PMC Section 16.70.050, has been made by the subdivider to the City Engineer, the final processing, approving and recording may lawfully occur after the date of expiration of the tentative map; however, should the City Engineer determine that a complete and timely filing has not been received, the tentative map shall expire on its expiration date, unless a complete and timely filing is received prior to that date.

SECTION 3. **Revised PMC Section 16.40.120.C.** Subsection C of PMC Section 16.40.120 is hereby revised as follows:

(C) If the filing of multiple final maps is authorized under the tentative map approval pursuant to PMC 16.40.130, and the Planning Manager and the City Engineer determine that a condition of approval of the tentative map is an expenditure in the amount specified under Government Code Section 66452.6(a), including specified adjustments for inflation, for public improvements of public rights-of-way which are outside and/or about the boundary of the property to be subdivided and reasonably relate to the development of that property, then the tentative map will be extended for 36 months 48 months upon the timely filing of the first phase of the final map within the original approval period of the tentative map.

(1) Except as provided in subsection (C)(2) of this Section, the timely filing of subsequent final maps authorized under the tentative map approval pursuant to this subsection shall extend the life of the tentative map for a period of 36 months 48 months from the date of the previously filed final map; provided, that such extensions shall not extend the tentative map more than 10 years. However, a tentative map on property subject to a development agreement may be extended for the period of time provided for in the agreement.

(2) If two or more final maps from the same tentative map are filed within any period of 12 consecutive months, the applicant shall only be entitled to one automatic extension, pursuant to Government Code Section 66452.6(a) and subsection (C) of this Section. Notwithstanding anything else in this subsection C to the contrary, the term of any tentative map extended under this subsection C shall not be extended except to the extent required by state law. See Government Code 66452.6(a).

(3) A request by a subdivider for the granting of an automatic time extension shall be processed as an administrative review of the tentative map to reflect conditions of approval and shall be subject to any fees required by City Council resolution.

SECTION 4. Intent of January 1, 2023, through December 31, 2024, Sunset. It is the intent of the Council that Section 1 of this Ordinance be implemented in the following manner. It is intended that applicants which use this provision have their maps extended for the full 24 months, notwithstanding the removal of the provision from the PMC on January 1, 2023, pursuant to Ordinance No. U-1582. For example, if a map would have expired on December 31, 2022, but for this Ordinance, and such map qualifies for the one-year extension authorized by this ordinance, then such map shall be extended through December 31, 2024. If, however, a map is set to expire on January 1, 2023, then because Section 1 would not apply, such map would not qualify for any one-year extension, and shall continue to expire on January 1, 2023.

SECTION 5. California Environmental Quality Act. The City Council finds the approval of this Ordinance is exempt from the California Environmental Quality Act ("CEQA") pursuant to: (a) CEQA Guidelines Sections 15060(c)(2) because the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment; (b) CEQA Guidelines Section 15061(b)(3) because it has no potential for causing a significant effect on the environment; and under (c) 15378(c)(2), because CEQA does not apply to procedure making. This Ordinance merely changes the period of time under which construction is allowed – it does not authorize any construction which would not already have been analyzed under CEQA and is within the scope of the City charter.

SECTION 6. 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 7. The City of Palmdale, California is a Charter City and has specified that it has the authority to deviate from, supersede and alter general law regulations for the good of the local interests of the City of Palmdale. This City Council finds that granting a further extension to specified tentative tract maps is in the best interests of the City of Palmdale. Further, this City Council finds this its decision and this Ordinance, to be consistent with conforming to, and authorized by the City of Palmdale City Charter. This City Council further finds that this exercise of its charter derived authority is consistent with all legal and procedural requirements and preconditions applicable to this exercise of its authority under the City Charter.

SECTION 8. All legal pre-requisites and pre-conditions to the introduction, enactment and adoption of this Ordinance have occurred as required by law and policy.

SECTION 9. 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 May, 2023.

Approved as to form:

Laura Bettencourt, Mayor

ATTEST:

William P. Curley, III,
Interim City Attorney

Rochelle Scott, Acting City Clerk

I, Rochelle Scott, Acting 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 May, 2023 by the following roll call vote:

AYES: _____

NOES: _____

ABSTAIN: _____ ABSENT: _____

Date: _____ _____
Rochelle Scott, Acting City Clerk

City Council Staff Report

DATE: **MAY 3, 2023**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **NEIGHBORHOOD SERVICES**
HOUSING DIVISION

DISTRICT: **ALL**

SUBJECT: **PUBLIC HEARING TO HEAR PUBLIC COMMENTS ON THE DRAFT 2023-2024 ACTION PLAN PROGRAMMING ESTIMATED $2,650,709 IN CONSOLIDATED PLAN FUNDS; REVIEW, APPROVE, AND SUBMIT THE 2023-2024 ACTION PLAN; AND EXECUTE DOCUMENTS RELATED TO THE SUBMISSION OF THE ACTION PLAN, AND SUB-RECIPIENT AGREEMENTS.**

ISSUE

Public Hearing to hear public comments on the Draft 2023-2024 Action Plan; Review and approve the 2023-2024 Action Plan; and Authorize the City Manager or their designee to make necessary changes and submit the 2023-2024 Action Plan, execute documents related to the submission of the Action Plan, and sub-recipient agreements.

RECOMMENDATION

Staff recommends that the City Council:

1. Open a public hearing to hear public comments on the Draft 2023-2024 Action Plan;
2. Review and approve the 2023-2024 Action Plan; and
3. Authorize the City Manager or their designee to make necessary changes and submit the 2023-2024 Action Plan, execute documents related to the submission of the Action Plan and sub-recipient agreements.

BACKGROUND

The City of Palmdale is an entitlement city for the purpose of determining its eligibility to receive an annual allocation of Community Development Block Grant (CDBG) program funds and a participating jurisdiction for HOME Investment Partnerships (HOME) funds through the U.S. Department of Housing and Urban Development (HUD).

As a prerequisite for receiving its annual CDBG and HOME allocation, the City is required to submit a Consolidated Plan every five years, and an Annual Action Plan each year to HUD for approval. The purpose of the Five-Year Consolidated Plan and Annual Action

Plan are to 1) assess the housing and community development needs of low- and moderate-income residents of Palmdale; 2) develop and describe a strategy to meet those needs; 3) describe the City's programs and projects, and the funding sources to meet those needs for the 2023-2024 Program Year; and 4) describe the geographic distribution of resources and activities.

DISCUSSION

Examination of 2011-2015 American Community Survey (ACS) 5-Year Estimates and the 2011-2015 Comprehensive Housing Affordability Strategy (CHAS) data supplied by HUD in the required eConPlanning Suite planning framework, in addition to local data, as well as consultation with citizens and stakeholders revealed six goals to be addressed through the investment of an anticipated $11 million of CDBG and HOME funds over the five-year period of the Consolidated Plan. In consideration of community input and available data from HUD, the following goals were identified:

- Affordable Housing
    - Increase the supply of affordable housing (99 housing units)
    - Preserve the supply of affordable housing (5 housing units)
    - Provide rental assistance to low-income households at-risk of homelessness (80 households)
- Fair Housing Services
    - Ensure equal access to housing opportunities (1,500 people)
- Public Services including homelessness
    - Prevent and eliminate homelessness and provide public services for residents including those with special needs (25,000 people)
- Public Facilities and Infrastructure Improvements (200,000 people)
- Economic Opportunity
    - Expand economic opportunity for low-income residents and small business owners (40 businesses assisted / 20 jobs created/retained)
- Planning and Administration

The CDBG revenue available for programming is summarized below:

Revenue:	
2023-2024 Allocation	$1,433,847
Program Income	$33,508
Total	$1,467,355

The proposed CDBG eligible activities are:

Applicants	Project Descriptions	Funding Requests
South Antelope Valley Emergency Services (SAVES)	Support a continuum of services in the Antelope Valley to prevent and eliminate homelessness including but not limited to emergency services, homeless prevention programs, case management and bridge housing. This is an eligible activity under 570.201(e) and meets the national objective under 570.208(a)(2)(1)(B) low/mod limited clientele.	$223,020
Public Services	**Subtotal**	**$223,020**
Applicant to be determined.	Improve City of Palmdale infrastructure in low- and moderate-income residential areas to benefit low- and moderate-income people or those presumed under HUD regulations to be low- and moderate-income such as elderly people and disabled adults as well as residents of low- and moderate-income housing in support of affordable housing. The project is eligible under Section 570.201(c), and meets the national objective under 570.208(a).	$ 635,692
Affordable Housing/Infrastructure	**Subtotal**	**$635,692**
Section 108 Debt Service	Annual debt service and trustee fees for Section 108 Loan Guarantee. This is an eligible activity under 570.705(c).	$321,874
Housing Rights Center	Fair Housing Services. This is an eligible activity under 570.206(c).	$38,620
Program Administration	Implementation of the CDBG Program (< 20% of total program award) This is an eligible activity under 570.206.	$248,149
Administrative /Other	**Subtotal**	**$608,643**
Total Estimated CDBG 2023-2024 Allocation		**$1,467,355**

The HOME revenue available for programming is summarized below:

2023-2024 Allocation	$590,664
Program Income	$102,140
Recaptured Funds	$490,550
Total	$1,183,140

The proposed HOME eligible activities are:

Applicants	**Project Descriptions**	**Funding Requests**
Tenant Based Rental Assistance/Applicant TBD	Implementation of tenant-based rental assistance to prevent eviction. This is an eligible activity under 24 CFR Part 92.	$175,000
Applicant to be determined	Community Housing Development Organization (CHDO). Funds set aside for Applicant to be determined (≤15% of program award). This is an eligible activity under 92.300.	$88,600
Applicant to be determined	In partnership with a developer the City will fund the construction of new affordable rental units - Multi-Family New Construction Program. This is an eligible activity under 92.205(a)(1).	$850,474
Program Administration	Implementation of the HOME Program (< 10% of total program award). This is an eligible activity under 92.207.	$69,280
Total Estimated HOME 2023-2024 Allocation		**$1,183,354**

In compliance with the City's approved Citizen Participation Plan and Implementing Regulation 24 CFR 91.105, a Public Notice was published in the Antelope Valley Press on April 1, 2023, to inform residents that the Draft 2023-2024 Action Plan was available for review and comments. Citizens were advised that copies of the aforementioned documents were available for review on the City's website from April 1, 2023, to May 3, 2023, and the documents would be available in hardcopy format at the Neighborhood Services Department, the Palmdale Public Library, and the Administration Building.

The public notice invited citizens to provide written comments to the Housing staff at the Department of Neighborhood Services, 38250 Sierra Highway, 2nd Floor, Palmdale, CA 93550 or via email to housingdivision@cityofpalmdale.org before 2:00 p.m. on May 3, 2023, and also during the public hearing on May 3, 2023 beginning at 5:00 p.m. at the City Council meeting in Council Chambers located at 38300 Sierra Highway, Suite B, Palmdale, CA 93550.

FISCAL IMPACT

For Fiscal Year 2023-2024 the City will receive an allocation of $1,433,847 and $33,508 of Program Income in Community Development Block Grant (CDBG) funds, and $590,664 in HOME Investment Partnerships (HOME) funds, $102,140 of Program Income, and $490,550 of recaptured funds. A total of $2,650,709 is available for the CDBG and HOME activities for the 2023-2024 Action Plan.

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:	Becky Bartlett, Management Analyst I
Certified as to availability of Funds:	Janelle Samson, Director of Finance
Approved by:	Ronda Perez, City Manager
Approved as to form:	William P. Curley III, Interim City Attorney

ATTACHMENTS

Draft 2023-2024 Action Plan

Annual Action Plan
FY 2023-24



Draft
April 1, 2023

LDM Associates • Inc.

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Version History

No.	Summary of Changes			
1	Published Draft for Public Comment:	April 1, 2023	Sent to HUD for Approval:	TBD
	Conducted Public Hearing:	May 4, 2023	Approved by HUD:	TBD
	Original 2023-2024 Annual Action Plan.			

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of Palmdale has prepared the 2023-24 Annual Action Plan as required to receive federal Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) funds. The Action Plan provides the United States Department of Housing and Urban Development (HUD) with a summary of the proposed activities to be carried out with CDBG and HOME resources.

The CDBG and HOME programs generally provide for a wide range of eligible activities for the benefit of low- and moderate-income Palmdale residents.

Community Development Block Grant (CDBG)

The Housing and Community Development Act of 1974 created the CDBG Program with three primary objectives against which HUD evaluates the Consolidated Plan and the City's performance under the Plan. Those primary objectives are decent housing, suitable living environments, and expanded economic opportunities for low- and moderate-income persons. The CDBG regulations require that each activity meet one of the following national objectives:

- Benefit low- and moderate-income persons;
- Aid in the prevention or elimination of slums and blight; or
- Meet other community development needs having a particular urgency (usually the result of a natural disaster).

HOME Investment Partnerships (HOME)

The Cranston-Gonzalez National Affordable Housing Act of 1990 created the HOME program to expand the supply of affordable housing for low- and moderate-income households. Often used in partnership with local nonprofit housing development organizations, the HOME program can support a wide range of affordable housing activities, including building, buying, and/or rehabilitating rental and ownership housing or providing direct rental assistance to low- and moderate-income people.

For the 2023 program year, the City will receive $1,433,847 of CDBG funds, $33,508 of CDBG Program Income and an estimated $590,664 of HOME funds, $102,140 of Program Income, and $490,550 of recaptured funds. A total of $2,650,709 is available for the CDBG and HOME activities listed below.

2023 CDBG Activities

Fair Housing Services	$38,620
South Antelope Valley Emergency Services (SAVES)	$223,020
Section 108 Debt Service	$321,874
Infrastructure/Affordable Housing	$635,692
CDBG Program Administration	$248,149
Total	**$1,467,355**

2022 HOME Activities

Tenant-Based Rental Assistance	$175,000
Affordable Housing Development (CHDO set-aside)	$88,600
Affordable Housing Development	$850,474
HOME Program Administration (including PA)	$69,280
Total	**$1,183,354**

2. Summarize the objectives and outcomes identified in the Plan

The 2023-2024 Annual Action Plan addresses the priority needs and goals established in the FY 2020-24 Consolidated Plan. The eight priority needs listed below are established as part of this Plan:

- Increase the supply of affordable housing
- Provide rental assistance to low-income households
- Ensure equal access to housing opportunities
- Prevent and eliminate homelessness
- Provide public services for residents, including those with special needs
- Improve public facilities and infrastructure
- Preserve the supply of affordable housing
- Expand economic opportunity for low-income residents

3. Evaluation of past performance

The investment of HUD resources during the 2022 Program Year resulted in measurable accomplishments that contributed to positive outcomes for Palmdale residents. Together with other

federal, state and local investments, HUD resources allowed the City of Palmdale and its partners to provide:

- Fair housing services to Palmdale residents
- Homelessness prevention and assistance
- Tenant-based rental assistance to extremely-low-income seniors
- Public Facility Improvements
- Support affordable housing developments

4. Summary of Citizen Participation Process and consultation process

A public notice was published in the Antelope Valley Press on April 1, 2023, to inform residents that the Draft 2023-2024 Action Plan was available for review and comments. Citizens were advised that copies of the aforementioned documents were available for review on the City's website from April 1, 2023, to May 3, 2023, and the documents would be available in hardcopy format at the Neighborhood Services Department office, the Palmdale Public Library, and the Administration Building.

The public notice invited citizens to provide written comments before 5:00 p.m. on May 3, 2022, and also during the public hearing on May 3, 2022. The public notice also invited citizens submit comments in advance of the meeting.

5. Summary of public comments

To be completed after public comment period has ended and the public hearing has been held.

6. Summary of comments or views not accepted and the reasons for not accepting them

To be completed after public comment period has ended and the public hearing has been held.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG and HOME Administrator	City of Palmdale	Neighborhood Services

Table 1 - Responsible Agencies

Narrative

The City of Palmdale Department of Neighborhood Services is the lead agency responsible for the administration of the CDBG and HOME programs. The Department of Neighborhood Services contracted with LDM Associates, Inc. to prepare the 2023-2024 Annual Action Plan.

In the development of the Consolidated Plan, the City developed and implemented a comprehensive citizen participation and consultation process and conducted a needs assessment and market analysis to identify levels of relative need regarding affordable housing, homelessness, special needs, and community development. This information was gathered through consultation with public officials and local agencies, public outreach and community meetings, review of demographic and economic data, and housing market analysis.

In the implementation of the 2023-2024 Annual Action Plan and each of the five Annual Action Plans, the Department of Neighborhood Services shall be responsible for all grants planning, management and monitoring duties necessary to comply with HUD regulations and City policy.

Consolidated Plan Public Contact Information

Department of Neighborhood Services / Housing Division
Attn: Becky Bartlett, Management Analyst
38250 Sierra Highway, 2nd Floor
Palmdale, CA 93550
(661) 267-5548

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of Palmdale consulted with representatives from multiple agencies, groups, and organizations involved in the development of affordable housing, creation of job opportunities for low- and moderate-income residents, and/or provision of services to children, elderly persons, persons with disabilities, persons with HIV/AIDS and their families, and homeless persons. To facilitate this consultation, the City solicited feedback through the following methods:

- Stakeholder surveys
- Individual stakeholder consultations
- Community meetings
- Public hearings
- Receipt of written comments

To gather the greatest breadth and depth of information, the City consulted with a wide variety of agencies, groups and organizations concerning the housing, community and economic development needs of the community as part of the Consolidated Plan process. Each of the agencies, groups or organizations consulted is represented below. The input received from these consultation partners helped establish and inform the objectives and goals described in the Strategic Plan.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The City recognizes the importance of careful coordination and alignment among various service providers to maximize the effectiveness of the CDBG and HOME programs. As a result, during the development of this Consolidated Plan, the City consulted closely with organizations that provide assisted housing, health services and other community-focused programs. Outreach efforts included surveys including specific questions associated with coordination, invitations to community meetings and follow-up in-person interviews where appropriate.

The City further recognizes the importance of continued coordination and alignment during the upcoming five-year planning period with these organizations and agencies. The City will strengthen relationships and alignment among these organizations in the implementation of the NOFA process for CDBG and HOME funds and through technical assistance provided to subrecipients of CDBG and HOME funds each year.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Los Angeles County's homeless system of care is comprised of a network of public, private, faith-based, for-profit, and non-profit service providers who utilize several federal, state and local resources to provide services for homeless people. The region's municipalities, including the City of Palmdale, also provide resources for services that assist the homeless and those at risk of becoming homeless. The County's non-profit community plays a key role in the current Continuum of Care (CoC) system. Hundreds of agencies throughout the County provide programs ranging from feeding the homeless on the street to creating permanent supportive housing opportunities. These services are available to homeless families with children, and single men and women.

The Los Angeles Homeless Services Authority (LAHSA) is the lead agency for the CoC in Los Angeles County. LAHSA guides the development of homeless strategies and the implementation of programs to end homelessness throughout the region. The City provided a detailed questionnaire to LAHSA to identify the CoC's perceived needs in the county and its objectives to address the needs of different homeless persons populations, specifically chronically homeless families and individuals, families with children, veterans, unaccompanied youth, and persons at risk of homelessness. Following the delivery and response to this questionnaire, the City followed up with the CoC to clarify existing needs and objectives and understand opportunities for collaboration and coordination during the 5-year planning process.

Coordination to address homelessness — including chronically homeless individuals and families, families with children, veterans, and unaccompanied youth — is guided by the CoC. All service providers within the CoC can refer people with varying needs to the appropriate service provider(s) in their area.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS.

The City of Palmdale does not receive Emergency Solutions Grant (ESG) funds, but will continue to support the efforts of LAHSA and the County of Los Angeles in their development of performance standards for the County's ESG program that provide a measure to evaluate each subrecipients' effectiveness, such as how well the service provider succeeds at 1) targeting those who need the assistance most; 2) reducing the number of people living on the streets or emergency shelters; 3) shortening the time people spend homeless; and 4) reducing each program participant's housing barriers or housing stability risks.

Describe Agencies, groups, organizations, and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

1	Agency/Group/Organization	Los Angeles County Child Protective Services
	Agency/Group/Organization Type	Child Welfare Agency Services-Children Other government – Local
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
2	Agency/Group/Organization	Los Angeles County Health Department
	Agency/Group/Organization Type	Services-Health Health Agency Mental Health Agency/Facility
	What section of the Plan was addressed by Consultation?	Needs Assessment Market Analysis Lead-Based Paint Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
3	Agency/Group/Organization	AMCAL Multi-Housing, Inc.
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
4	Agency/Group/Organization	Meta Housing Corporation
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Market Analysis

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
5	Agency/Group/Organization	National Community Renaissance Dev Corp
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
6	Agency/Group/Organization	The Michaels Organization
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
7	Agency/Group/Organization	America's Job Center
	Agency/Group/Organization Type	Services-Employment
	What section of the Plan was addressed by Consultation?	Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.

8	Agency/Group/Organization	Advancing Communities Together Inc.
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
9	Agency/Group/Organization	AHF Healthcare Center – Antelope Valley
	Agency/Group/Organization Type	Services – HIV/AIDS
	What section of the Plan was addressed by Consultation?	Needs Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
10	Agency/Group/Organization	Federal Emergency Management Agency (FEMA)
	Agency/Group/Organization Type	Emergency Management Agency Floodplain Management Agency
	What section of the Plan was addressed by Consultation?	Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
11	Agency/Group/Organization	City of Palmdale Information Technology
	Agency/Group/Organization Type	Local Government
	What section of the Plan was addressed by Consultation?	Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.

12	Agency/Group/Organization	Los Angeles County Development Authority
	Agency/Group/Organization Type	Housing Services – Housing PHA
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	In-Person Meeting Conference Calls This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
13	Agency/Group/Organization	Housing Authority of the City of Palmdale
	Agency/Group/Organization Type	Housing Services – Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	In-Person Meeting Conference Calls This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
14	Agency/Group/Organization	Hispanic Chamber
	Agency/Group/Organization Type	Business Leader
	What section of the Plan was addressed by Consultation?	Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
15	Agency/Group/Organization	California Department of Technology
	Agency/Group/Organization Type	Broadband Advocates
	What section of the Plan was addressed by Consultation?	Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
16	Agency/Group/Organization	HighSpeedInternet.com
	Agency/Group/Organization Type	Broadband ISP

	What section of the Plan was addressed by Consultation?	Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
17	Agency/Group/Organization	Children's Bureau
	Agency/Group/Organization Type	Services-Children Foster Care Agency/Facility
	What section of the Plan was addressed by Consultation?	Public Services
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
18	Agency/Group/Organization	Kaiser Permanente
	Agency/Group/Organization Type	Health Agency Services-Health
	What section of the Plan was addressed by Consultation?	Market Analysis Lead-Based Paint Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
19	Agency/Group/Organization	Antelope Valley Domestic Violence Council dba Valley Oasis
	Agency/Group/Organization Type	Services-Victims of Domestic Violence Services-Homelessness
	What section of the Plan was addressed by Consultation?	Anti-Poverty Strategy Non-Homeless Special Needs Housing Need Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey In-Person Meeting This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
20	Agency/Group/Organization	Penny Lane
	Agency/Group/Organization Type	Services-Unaccompanied Youth
	What section of the Plan was addressed by Consultation?	Needs Assessment Market Analysis

	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
21	Agency/Group/Organization	Vets4Veterans
	Agency/Group/Organization Type	Services-Homeless Veterans
	What section of the Plan was addressed by Consultation?	Needs Assessment Homelessness Needs – Veterans Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
22	Agency/Group/Organization	Desert Haven Enterprises
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Needs Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
23	Agency/Group/Organization	Palmdale Chamber
	Agency/Group/Organization Type	Business Leader
	What section of the Plan was addressed by Consultation?	Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.

24	Agency/Group/Organization	Palmdale School District
	Agency/Group/Organization Type	Services-Children Services-Education Other government – Local
	What section of the Plan was addressed by Consultation?	Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
25	Agency/Group/Organization	Antelope Valley Union High School District
	Agency/Group/Organization Type	Services-Children Services-Education Other government – Local
	What section of the Plan was addressed by Consultation?	Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
26	Agency/Group/Organization	L.A. County Board of Supervisors District 5
	Agency/Group/Organization Type	Other Government-County
	What section of the Plan was addressed by Consultation?	Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
27	Agency/Group/Organization	Legacy Commons (City of Palmdale)
	Agency/Group/Organization Type	Services-Elderly
	What section of the Plan was addressed by Consultation?	Non-housing Community Development Strategy Non-Homeless Special Needs Public Services
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey In-Person Meeting This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.

28	Agency/Group/Organization	City of Palmdale Economic Development
	Agency/Group/Organization Type	Services-Employment
	What section of the Plan was addressed by Consultation?	Market Analysis Economic Development
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Conference Calls In-Person Meetings This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
29	Agency/Group/Organization	Mental Health America, Antelope Valley
	Agency/Group/Organization Type	Mental Health Agency/Facility Services-Homeless Veterans
	What section of the Plan was addressed by Consultation?	Needs Assessment Market Analysis Homelessness Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey In-Person Meeting This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
30	Agency/Group/Organization	Housing Rights Center
	Agency/Group/Organization Type	Services-Fair Housing
	What section of the Plan was addressed by Consultation?	Needs Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey In-Person Meetings This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
31	Agency/Group/Organization	Antelope Valley Community Clinic
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Needs Assessment
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.

32	Agency/Group/Organization	Palmdale Regional Medical Center
	Agency/Group/Organization Type	Health Agency
	What section of the Plan was addressed by Consultation?	Market Analysis Lead-Based Paint Strategy
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
33	Agency/Group/Organization	South Antelope Valley Emergency Services (SAVES)
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs – Chronically homeless Homeless Needs – Families with children Homelessness Needs – Veterans Homelessness Needs – Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey In-Person Meetings This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
34	Agency/Group/Organization	Los Angeles County Regional Broadband Consortium
	Agency/Group/Organization Type	Broadband Advocates
	What section of the Plan was addressed by Consultation?	Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.

35	Agency/Group/Organization	Los Angeles Homeless Services Authority (LAHSA)
	Agency/Group/Organization Type	Continuum of Care – Information and Referral
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs – Chronically homeless Homeless Needs – Families with children Homelessness Needs – Veterans Homelessness Needs – Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Conference Calls This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
36	Agency/Group/Organization	North LA County Regional Center
	Agency/Group/Organization Type	Services-Disabilities
	What section of the Plan was addressed by Consultation?	Needs Assessment Market Analysis Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
37	Agency/Group/Organization	Victory Outreach
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs – Chronically homeless Homeless Needs – Families with children Homelessness Needs – Veterans Homelessness Needs – Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey In-Person Meeting This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.

38	Agency/Group/Organization	Homeless Solutions Access Center
	Agency/Group/Organization Type	Services-homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs – Chronically homeless Homeless Needs – Families with children Homelessness Needs – Veterans Homelessness Needs – Unaccompanied youth
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey In-Person Meeting This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
39	Agency/Group/Organization	Neighborhood Legal Services of Los Angeles County
	Agency/Group/Organization Type	Services-Fair Housing
	What section of the Plan was addressed by Consultation?	Needs Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey In-Person Meetings This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
40	Agency/Group/Organization	Salvation Army-Palmdale
	Agency/Group/Organization Type	Services-Homeless
	What section of the Plan was addressed by Consultation?	Homelessness Strategy Homeless Needs – Chronically homeless Homelessness Needs – Veterans
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.

41	Agency/Group/Organization	Westside Union School District
	Agency/Group/Organization Type	Services-Children Services-Education Other government – Local
	What section of the Plan was addressed by Consultation?	Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
42	Agency/Group/Organization	City of Palmdale (Development Services)
	Agency/Group/Organization Type	Planning Organization Local Government
	What section of the Plan was addressed by Consultation?	Needs Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey In-Person Meeting This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
43	Agency/Group/Organization	City of Palmdale (Neighborhood Services)
	Agency/Group/Organization Type	Local Government
	What section of the Plan was addressed by Consultation?	Needs Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey In-Person Meeting This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
44	Agency/Group/Organization	City of Palmdale (Public Works)
	Agency/Group/Organization Type	Local Government
	What section of the Plan was addressed by Consultation?	Needs Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey In-Person Meeting This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.

45	Agency/Group/Organization	City of Palmdale (Recreation and Culture)
	Agency/Group/Organization Type	Local Government
	What section of the Plan was addressed by Consultation?	Needs Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey In-Person Meeting This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
46	Agency/Group/Organization	The Trust for Public Land
	Agency/Group/Organization Type	Public Land Agency
	What section of the Plan was addressed by Consultation?	Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
47	Agency/Group/Organization	Southern California Association of Governments
	Agency/Group/Organization Type	Planning Organization
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
48	Agency/Group/Organization	State Assembly 36th District
	Agency/Group/Organization Type	State Government
	What section of the Plan was addressed by Consultation?	Needs Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.

49	Agency/Group/Organization	State Senate 21st Senate District
	Agency/Group/Organization Type	State Government
	What section of the Plan was addressed by Consultation?	Needs Assessment Market Analysis
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Survey This consultation provided the stakeholder an opportunity to actively participate in the planning effort. The City requested input concerning the topics highlighted above from this stakeholder.
50	Agency/Group/Organization	U.S. Department of Housing and Urban Development
	Agency/Group/Organization Type	Federal Government
	What section of the Plan was addressed by Consultation?	All
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Consulted with HUD concerning Consolidated Plan, CDBG, and HOME requirements.
51	Agency/Group/Organization	City of Palmdale City Council
	Agency/Group/Organization Type	Local Government Civic Leaders
	What section of the Plan was addressed by Consultation?	All
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	In-Person Meeting Public Hearings for the Consolidated Plan

Table 2 – Agencies, groups, organizations who participated

Identify any Agency Types not consulted and provide rationale for not consulting

The City maintains a list of agencies, organizations and other stakeholders that have expressed an interest in City's CDBG and HOME programs and invited representatives from each entity to participate at multiple points in the planning process. All agencies were strongly encouraged to attend meetings and participate in surveys. Any agency or organization that was not consulted and would like to be included in the City's list of stakeholders, the agency or organization may contact the Department of Neighborhood Services at (661) 267-5126.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Los Angeles Homeless Services Authority (LAHSA)	The Public Services including Homelessness goal of the Strategic Plan is consistent with the County of Los Angeles strategies to address homelessness.
2021-2029 Housing Element	City of Palmdale Economic and Community Development Department – Planning Division	The housing goals included in the Strategic Plan are consistent with the City of Palmdale Housing Element.

Table 3 – Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))

In the development of the Consolidated Plan, the City afforded the following other public entities with the opportunity to provide input on the Consolidated Plan and welcomes their input concerning the future implementation of projects to address the ten Strategic Plan goals:

- City of Lancaster
- City of Santa Clarita
- Los Angeles County Development Authority
- State of California Department of Housing and Community Development

AP-12 Participation – 91.105, 91.2001. Summary of citizen participation process/Efforts made to broaden citizen participation

In accordance with the City of Palmdale's Citizen Participation Plan, the City invites residents to actively contribute to the development of the Annual Action Plan. The City conducted a public hearing on January 11, 2023, during the development of the Action Plan to gather comment and feedback on potential activities. The City also published the Action Plan for public review for a 30-day comment period and will facilitate a second comment period on May 3, 2023, to approve the Action Plan.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/ broad community	A public meeting/hearing was held before the City Council on Jan 11,2023, to receive public comments on the housing, community and economic development needs of the City in anticipation of the 2023 Annual Action Plan	Homeless shelter, flood control basin, Grocery store close to Courson. Consider mental health and suicide prevention services	None.	
2	30-day comment period	Non-targeted/ broad community	The City of Palmdale published a notice of public hearing and comment period in the Antelope Valley Press and at offices at City Hall on April 1, 2023 – inviting the public to review and provide comment on the draft Action Plan and/ or attend a public hearing on May 3, 2023.	<None.>	<None.>	
3	Public Hearing	Non-targeted/ broad community	A public meeting/hearing was held before the City Council on May 3, 2023 to receive public comments on the 2023 Annual Action Plan and for City Council approval of the 2023-2024 Annual Action Plan.		<None.>	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

The Strategic Plan goals included in this Consolidated Plan are based on resources that are reasonably anticipated to be available to the City from federal, state, local and private sources from July 1, 2023 through June 30, 2024. The actual resources available to support activities during the implementation of this Consolidated Plan may vary significantly due to factors outside of the City's control. For example, HUD formula grant allocations are subject to change each year based on a number of factors such as the amount of the national appropriation, changes in ACS population data applied to the CPD grant formulas, statutory changes to the CPD grant formulas, the addition or removal of entitlements receiving a particular CPD grant and the availability of reallocated funds. Additionally, state, local, and private resources will vary significantly depending on economic conditions.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 3				Expected Amount Available Remainder of ConPlan $	Narrative Description
			Annual Allocation: $	Program Income: $	Prior Year Resources: $	Total: $		
CDBG	Public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	$1,433,847	$33,508	$0	$1,467,355	$1,400,000	Based on level funding in subsequent years.
HOME	Public - federal	Admin and Planning Housing Public Services	$590,664	$102,140	$490,550	$1,183,354	$400,000	Based on level funding in subsequent years.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

To address housing and community development needs in Palmdale, the City will leverage its CDBG and HOME entitlement grants with a variety of funding resources in order to maximize the effectiveness of available funds. The City and its development partners will continue to seek new opportunities to leverage federal funds, such as the Low-Income Housing Tax Credit program and other State of California resources made available as a result of recent State laws that took effect in 2019 and 2020.

Federal Resources

- Continuum of Care (CoC) Program
- HUD Veterans Affairs supportive Housing (HUD-VASH)
- Supportive Housing for the Elderly (Section 202)
- Supportive Housing for Persons with Disabilities (Section 811)
- Housing Opportunities for Persons with AIDS (HOPWA)
- Youthbuild
- Federal Low-Income Housing Tax Credit Program
- Emergency Food and Shelter Program (EFSP)

State Resources

- State Low-Income Housing Tax Credit Program
- Building Equity and Growth in Neighborhoods Program (BEGIN)
- CalHome Program
- Multifamily Housing Program (MHP)
- Housing Related Parks Grant
- CalHFA Single and Multi-Family Program
- Mental Health Service Act (MHSA) Funding

Local Resources

- Los Angeles County CoC
- Los Angeles County Development Authority (LACDA)
- Southern California Home Financing Authority (SCHFA)

Private Resources

- Federal Home Loan Bank Affordable Housing Program (AHP)
- Community Reinvestment Act Programs
- United Way Funding
- Private Contributions

HOME Matching Requirements

HUD requires HOME recipients (PJs) to match 25 percent of their HOME annual allocation. In accordance with 24 CFR 92.222, PJs satisfying the distress criteria established by the HOME Program regulations are provided a match reduction. The match reductions are granted due to fiscal distress, severe fiscal distress, and Presidential disaster declarations. For those PJs with both fiscal distress and Presidential disaster match reductions, the PJ may take the higher match reduction for the current fiscal year.

When a local jurisdiction meets one of the distress criteria, it is determined to be in fiscal distress and receives a 50 percent reduction of match. If a local jurisdiction satisfies both of the distress criteria, it is determined to be in severe fiscal distress and receives a 100 percent reduction of match. The City of Palmdale has received a 100 percent match reduction from HUD, and therefore, is required to match 0 percent of HOME Funds using non-federal funds.

The City of Palmdale leverages HOME funds with other local and private non-federal resources even though it has received a 100 percent match reduction from the 25 percent matching requirement. Any funds that are used in a HOME activity in excess of the required match will be documented by the City and reported to HUD as part of the Consolidated Annual Performance and Evaluation Report (CAPER) each year.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

In 2011, the elimination of local Redevelopment Agencies by the State of California resulted in the loss of a crucial resource for the development and preservation of affordable housing. This negatively impacted affordable housing and residential investment. While there are mechanisms whereby certain affordable housing assets tied to the former Redevelopment Agencies may be utilized today, the available resources for affordable housing are scarce.

Land or property necessary to address the needs identified in the Consolidated Plan would need to be acquired using HUD grant funds or other resources.

Discussion

Assuming continued level funding of the CDBG and HOME programs, the City expects to spend several million dollars of CDBG and HOME funds on projects that provide affordable housing to low-income residents between July 1, 2020, and June 30, 2025. It is anticipated that approximately $2.0 million of this will be spent on affordable housing development and preservation. Based on prior project experience, we anticipate that these funds will leverage other public and private funding, including but not limited to:

- Low-Income Housing Tax Credits
- Project-based Section 8 certificates
- Project financing at favorable interest rates from local lenders
- Private contributions to local CHDOs
- Private market real estate investments

- Market rate housing that subsidizes affordable units on the same development site

Assuming continued level funding of the CDBG program, the City expects to spend approximately $3.3 million of CDBG funds on public facilities and infrastructure improvement activities that promote a suitable living environment between July 2020 and June 2025. Anticipated projects include:

- Public Facilities Improvements (including ADA)
- Infrastructure Improvements (affordable housing)
- Section 108 Debt Service for prior Public Facilities

AP-20 Annual Goals and Objectives

Goals Summary Information

2020-2024 Strategic Plan Goals

Goal Name	Time Period	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
Goal 1 Affordable Housing	2020 - 2024	Affordable Housing	Citywide	• Provide rental assistance to low-income households • Increase the supply of affordable housing • Preserve the supply of affordable housing	HOME: $850,474	30 Households Assisted with Rental Assistance MF New Construction Activities: TBD
Description: Provide short- and medium-term rental assistance to individuals and families experiencing economic distress and at-risk of homelessness. In partnership with housing developers, leverage HOME and CDBG funds in support of the development or creation of rental housing opportunities that are affordable to households earning less than 30, 50, or 60 percent of Area Median Income, including units for individuals, families, persons with special needs, and persons experiencing homelessness or at-risk of homelessness. Subject to funding availability, design and implement programs for the preservation of the physical and functional integrity of existing housing units occupied by low- and moderate-income households. Include, where appropriate, incentives for energy efficiency and conservation measures to increase sustainability and reduce monthly household utility costs to promote greater affordability.						
Goal 2 Fair Housing Services	2020 - 2024	Affordable Housing	Citywide	• Ensure equal access to housing opportunities	CDBG: $38,620	300 Persons Assisted
Description: Fulfill the HUD regulatory mandate to affirmatively further fair housing choice through the provision of fair housing education, counseling, anti-discrimination and landlord-tenant mediation services.						

2020-2024 Strategic Plan Goals

Goal Name	Time Period	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
Goal 3 Public Services including Homelessness	2020 - 2024	Homelessness Non-Housing Community Dev.	Citywide	• Prevent and eliminate homelessness • Provide public services for residents, including those with special needs	CDBG: $223,020	6,000 Persons Assisted
Description: Provide public services designed to support a continuum of services in the Antelope Valley to prevent and eliminate homelessness including but not limited to emergency services, food and necessities of life, homelessness prevention programs, case management, and temporary housing assistance. Provide public services for youth and seniors including but not limited to those concerned with nutrition, education, health, transportation, and recreation, including programs that incorporate the creation of public art as a focus of the activity to foster a more suitable living environment. Provide public services to persons with special needs including but not limited to those concerned with disabilities, domestic violence, substance abuse and HIV/AIDS.						
Goal 4 Public Facilities and Improvements	2020 - 2024	Non-Housing Community Dev.	Citywide	• Improve public facilities and infrastructure • Section 108 Loan Debt Service and Trustee Fees	CDBG: $957,566	9,571 Persons Assisted
Description: Improve public facilities and infrastructure to benefit low- and moderate-income people or those presumed under HUD regulations to be low- and moderate-income such as elderly people and disabled adults as well as residents of low- and moderate-income housing. This strategy includes the installation of infrastructure in support of affordable housing. Public improvements undertaken with CDBG funds may incorporate public art into projects that otherwise meet a National Objective of the CDBG program. This strategy also includes current Section 108 loan debt service fees and trustee fees.						

2020-2024 Strategic Plan Goals

Goal Name	Time Period	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
Goal 5 Economic Opportunity	2020 - 2024	Non-Housing Community Dev.	Citywide	• Expand economic opportunity for low-income residents and small business owners	$0	
Description: Expand economic opportunity for low-income residents and business owners through technical assistance, small business loans/grants, and other forms of assistance to facilitate recovery from the economic disruption of early 2020. This includes activities focused on job creation/retention and employment training, in addition to financial and technical assistance to businesses including microenterprises. This goal does not have activities associated with it for FY2023.						
Goal 6 Planning and Administration	2020 - 2024	All	Citywide	All	CDBG: $248,149 HOME: $69,280	Other: 1
Description: Provide for the timely and compliant administration of the CDBG and HOME programs in accordance with HUD policy and federal regulations. Provide for housing, transportation, environmental and other studies or plans necessary to ensure sustainable long-term growth that includes decent housing and a suitable living environment for low- and moderate-income residents. CDBG funds will also be used to make annual repayment on Section 108 loan.						

Table 6 – Goals Summary

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

In accordance with Goal 1 above, the City anticipates serving 30 extremely-low- or low-income households with tenant-based rental assistance. HOME-assisted units shall meet the requirements of 24 CFR 92.254.

AP-35 Projects – 91.220(d)

Introduction

To address the high priority needs identified in the Strategic Plan to the Consolidated Plan, the City of Palmdale will invest CDBG and HOME funds in projects that will provide short- and medium-term tenant-based rental assistance, increase the supply of affordable housing, provide fair housing services, provide public services for homeless residents and residents at-risk of homelessness, improve public facilities and infrastructure, and expand economic opportunity for low-income residents and small business owners. Together, these projects will address the housing, community and economic development needs of Palmdale residents-particularly those residents residing in the low- and moderate-income areas.

The funding reflected in the Draft Annual Action Plan presented for public review were estimated amounts. The final allocation amount was different from the estimate, proposed activity budgets were adjusted in the following manners:

2023 CDBG Activities:

Fair Housing Services and Section 108 Debt Service remain at the estimated budgets. The other activities are adjusted proportionately to reflect either an increase or decrease for the allocation.

2023 HOME Activities:

Tenant-Based Rental Assistance remained at the estimated budget. The other activities were adjusted proportionately to reflect either an increase or decrease for the allocation.

Projects

#	Project Name
1	Tenant-Based Rental Assistance
2	Affordable Rental Housing
3	Affordable Rental Housing (CHDO)
4	Fair Housing Services
5	South Antelope Valley Emergency Services (SAVES)
6	Section 108 Loan Debt Services & Trustee Fees
7	Public Facilities and Improvements
8	Planning and Administration

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Based on the Strategic Plan, the City is allocating 100 percent of its CDBG funds (excluding CDBG Section 108 Debt Service & Trustee Fees funds and CDBG administration) and HOME funds (excluding HOME administration) for program year 2023 to projects and activities that benefit low- and moderate-income people. Due to the nature of the projects and activities to be undertaken, investments in all projects concerning Public Facilities and Infrastructure Improvements, benefit low- and moderate-income limited clientele or housing preservation, affordability and development are available citywide.

The primary obstacles to meeting the underserved needs of low- and moderate-income people include lack of funding from federal, state, and other local sources, the high cost of housing that is not affordable to low-income people and the lack of availability of home improvement financing in the private lending industry. To address these obstacles, the City is investing CDBG and HOME funds through the 2023-2024 Annual Action Plan in projects that will be used to provide rental assistance, increase the supply of affordable housing, ensure equal access to housing opportunities, provide for public facilities and infrastructure improvements, promote economic opportunity for low-income residents and small business owners, and provide public services to low- and moderate-income residents to prevent and eliminate homelessness.

AP-38 Project Summary

Project Summary Information

1	Project Name	Tenant-Based Rental Assistance
	Target Area	Citywide
	Goals Supported	Affordable Housing
	Needs Addressed	Provide rental assistance to low-income households
	Funding	HOME: $175,000
	Description	Provide short- and medium-term Tenant-Based Rental Assistance to low-income households.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 30 low-income seniors will benefit from the proposed activity.
	Location Description	Citywide
	Planned Activities	Tenant-Based Rental Assistance

2	Project Name	Affordable Rental Housing Development
	Target Area	Citywide
	Goals Supported	Affordable Housing
	Needs Addressed	Increase the supply of affordable housing
	Funding	HOME: $850,474
	Description	TBD:
	Target Date	Input date
	Estimate the number and type of families that will benefit from the proposed activities	TBD
	Location Description	Citywide
	Planned Activities	Affordable Housing

3	Project Name	Affordable Rental Housing (CHDO)
	Target Area	Citywide
	Goals Supported	Affordable Housing
	Needs Addressed	Increase the supply of affordable housing
	Funding	HOME: $88,600 (CHDO set-aside)
	Description	TBD: The City will conduct a public hearing to amend the Action Plan once a suitable project is identified
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	TBD
	Location Description	Citywide
	Planned Activities	TBD: The City will conduct a public hearing to amend the Action Plan once a suitable project is identified

4	Project Name	Fair Housing Services
	Target Area	Citywide
	Goals Supported	Fair Housing Services
	Needs Addressed	Ensure equal access to housing opportunities
	Funding	CDBG: $38,620
	Description	Fulfill the HUD regulatory mandate to affirmatively further fair housing choice through the provision of fair housing education, counseling, anti-discrimination, and landlord-tenant mediation services.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 300 people will benefit from the proposed activity.
	Location Description	Citywide
	Planned Activities	Housing Rights Center: Fair Housing Services

5	Project Name	South Antelope Valley Emergency Services (SAVES)
	Target Area	Citywide
	Goals Supported	Public services including homelessness
	Needs Addressed	Prevent and eliminate homelessness Provide public services for residents, including those with special needs
	Funding	CDBG: $223,020
	Description	Support a continuum of services in the Antelope Valley to prevent and eliminate homelessness including but not limited to emergency services, homeless prevention programs, case management and bridge housing.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 9,000 people will benefit from the proposed activities.
	Location Description	Citywide
	Planned Activities	South Antelope Valley Emergency Services

6	Project Name	
	Target Area	Citywide
	Goals Supported	Public Facilities and Improvements
	Needs Addressed	Not Applicable
	Funding	CDBG: $321,874
	Description	Annual debt service for Section 108 Loan Guarantee.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Not Applicable
	Location Description	Not Applicable
	Planned Activities	Section 108 Debt Service $321,874

7	Project Name	Public Facilities and Improvements
	Target Area	Low- and Moderate-Income Areas
	Goals Supported	Public Facilities and Improvements
	Needs Addressed	Improve public facilities and Infrastructure
	Funding	CDBG: $635,692
	Description	Improve City of Palmdale public facilities and infrastructure to benefit low- and moderate-income people or those presumed under HUD regulations to be low- and moderate-income such as elderly people and disabled adults as well as residents of low- and moderate-income housing as well as conduct ADA improvements to existing city public facilities and spaces. Infrastructure for affordable housing.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 9,571 people will benefit from the proposed activities.
	Location Description	Activities will be conducted in areas that qualify as low- or moderate-income areas
	Planned Activities	An additional project TBD

8	Project Name	Planning and Administration
	Target Area	Citywide
	Goals Supported	All
	Needs Addressed	All
	Funding	CDBG: $248,149 HOME: $69,280
	Description	This project provides for the administration of the CDBG and HOME programs. Funds may also be used to support comprehensive general plan housing element updates currently underway to comply with State law and to plan effectively for fair, affordable housing.
	Target Date	6/30/2024
	Estimate the number and type of families that will benefit from the proposed activities	Not Applicable
	Location Description	Not Applicable
	Planned Activities	CDBG Program Administration and Planning $284,149 HOME Program Administration $69,280

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

Assistance will be directed to eligible low- and moderate- income areas where applicable. These areas are comprised of low- and moderate-income Census Tract Block Groups as defined by HUD. Residents of these areas have median incomes at or below 80 percent of the area median income (AMI) based on household size for the County of Los Angeles. A total of 117,480 residents live in these Census Tract Block Groups, of which 87,805 or 75 percent are members of low- and moderate-income households according to HUD low- and moderate-income summary data available at the Census Tract Block Group level. Based on available data and mapping in the Consolidated Plan, these areas are primarily Hispanic.

Geographic Distribution

Target Area	Percentage of Funds
Citywide	100%

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

For the 2023 program year, the City will invest 100% of CDBG funds (excluding administration and Section 108 debt service) which are targeted to low- and moderate-income residents.

Discussion

Based on the Strategic Plan, the City is allocating 100 percent of its CDBG funds (excluding Section 108 Debt Service, administration, and the spot blight activity) and HOME funds (excluding Administration) for program year 2023 to projects and activities that benefit low- and moderate-income people.

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City placed a high priority on affordable housing in the Consolidated Plan. The top three goals in the Consolidated Plan's Strategic Plan include Affordable Housing, Fair Housing Services, and Public Services including Homelessness. These goals establish a framework to invest CDBG and HOME funds to address the affordable housing needs of the City.

Increase the Supply of Affordable Housing

Based on evaluation of 2011-2015 ACS and CHAS data, there is a high need for housing units affordable for low-income households. Of the 25,195 households earning 0-80 percent of AMI in the City, 17,537 are cost burdened households—meaning households paying more than 30 percent of their income for housing. Of the 17,537 cost burdened households, 9,699 are renters, with 5,675 earning 0-30 percent of AMI, 2,590 earning 30-50 percent of AMI, and 1,434 earning 50-80 percent of AMI.

Of the 17,537 cost-burdened households, 9,639 are severely cost burdened households—meaning that they pay more than 50 percent of their income for housing. Of these, 5,789 are severely cost burdened renters. Of the severely cost burdened renters, 4,770 earn 0-30 percent of AMI, 885 earn 30-50 percent of AMI, and 134 earn 50-80 percent of AMI.

Severely cost burdened renter households earning less than 80 percent of AMI are at-risk of homelessness, particularly those earning less than 50 or less than 30 percent of AMI.

Increasing the supply of housing units affordable for low-income households that are restricted for low-income households for a long term (generally 20-55 years or more) is rated as the highest priority need due to the number of severely cost burdened households in Palmdale.

Additionally, preservation of the physical and functional integrity of existing housing units occupied by low- and moderate-income households is a cost-effective way to invest limited resources to retain existing housing units that are already affordable to low- and moderate-income households in the community. Addressing substandard housing conditions through housing preservation activities provide that all economic segments of the community have the means to ensure that their property meets local standards and that all Palmdale residents have the opportunity to live in decent housing. During the 2023 program year, the City prioritized funding for increasing the supply of affordable housing and providing rental assistance. Therefore, no rehabilitation projects are planned.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	30
Special-Needs	0
Total	30

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	30
The Production of New Units	0
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	30

Table 10 - One Year Goals for Affordable Housing by Support Type

AP-60 Public Housing – 91.220(h)

Introduction

The City of Palmdale Housing Authority was formed in 1994 under State of California Housing Authority Law to actively improve existing neighborhoods and develop affordable housing opportunities using local, state and federal resources. The Palmdale Housing Authority does not administer Section 8 and does not own HUD Public Housing; however, the City is within the service area of the Los Angeles County Development Authority (LACDA) for the purposes of Section 8 and Public Housing.

Actions planned during the next year to address the needs to public housing

During the 2023-2024 program year, LACDA will continue providing housing and public services to existing residents of the City of Palmdale. LACDA takes in feedback of residents collected through resident surveys distributed throughout the City of Palmdale to improve services.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

LACDA actively encourages residents to be involved in the organization through resident councils and active participation in housing authority decisions via surveys and other forms of engagement. Resident surveys were distributed with translation services available on request. Community meetings in low-income areas were hosted with copies of the Consolidated Plan draft being available in these areas. A public hearing is conducted to accept public comments on the draft plan before its approval and submittal to HUD. Grant funding is administered to increase housing availability and accessibility to residents to encourage greater participation in homeownership. LACDA also maintains quarterly newsletters for Section 8 tenants, public housing residents, and Section 8 property owners.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable. LACDA is considered a High Performing PHA.

Discussion

LACDA is well-positioned to continue providing Section 8 Housing Choice Vouchers in the City of Palmdale and throughout Los Angeles County.

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

The City will invest CDBG funds during the 2023-2024 program year to address high priority needs identified in the 2020-2024 Consolidated Plan including providing public services that address homelessness.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

Preventing and ending homelessness is a HUD priority addressed nationally through coordination of regional strategies carried out locally by government agencies and a wide variety of community-based organizations and faith-based groups. Consistent with this approach, the City of Palmdale supports the efforts of The Los Angeles Homeless Service Authority (LAHSA), County Continuum of Care (CoC), and its member organizations that address homelessness throughout Los Angeles County and more specifically in SPA1. In alignment with this strategy, the City will use CDBG funds to support local service providers as well as City run programs to prevent homelessness and to expand the supply of affordable housing in Palmdale for low- and moderate-income residents.

In February 2016, the Los Angeles County Board of Supervisors and the City of Los Angeles approved a new joint Homeless Initiative plan to address homelessness in the Los Angeles region (Homeless Initiative). The strategies were developed after 18 policy summits that brought together more than 100 community organizations, 25 County departments and 30 cities including the City of Palmdale. In March 2017, voters approved Measure H, a 10-year, 0.25% sales tax increase. Through the Homeless Initiative, the City was one of 47 Cities to receive a planning grant in 2017, resulting in the City of Palmdale's Homeless Plan, which identifies the local need and strategies to partner with local service providers to meet those needs. In this program year, the City will work with the CoC and the County to address the needs identified through collaboration and coordination of resources and services.

Addressing the emergency shelter and transitional housing needs of homeless persons

Through the Homeless Initiative, the County and CoC are working to strengthen and increase the availability of housing and services at all levels. The ultimate solution to ending homelessness is transitional to permanent housing closely aligned with supportive services that ensure housing stability can be maintained. However, because the demand for affordable housing far outpaces the region's supply, the CoC continues to rely on its emergency and bridge housing system in order to address the immediate needs of Los Angeles County's homeless population. At the same time, the only year-round emergency shelter in the Antelope Valley closed in August 2017. As a result, the CoC is collaborating with a range of non-profit and community organizations to fill the gap, including providing funding for a local winter shelter. Additional funding has been infused in the community through Project Roomkey to provide families with emergency motel vouchers and provide households with rapid rehousing assistance.

Los Angeles County has implemented policy and program changes aimed at ensuring homeless persons in Los Angeles County are rapidly housed and offered an appropriate level of support services to meet their circumstances and keep them stably housed.

This increase in rapid rehousing and permanent supportive housing for the most vulnerable populations is attributed to Los Angeles County homeless service providers re-tooling their programs and shifting their focus to moving people quickly into permanent supportive housing throughout the County. Homelessness can be significantly reduced and the quality of life of our residents, especially those precariously housed or homeless can be improved.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

Leveraging CoC efforts, this Strategic Plan provides for the use of CDBG public service funds to support the social safety net activities of SAVES and HOME funds to provide short- and medium-term tenant-based rental assistance to keep individuals and families housed or to rapidly re-house individuals and families experiencing homelessness. Additionally, the homeless plan goals and efforts included in the foregoing paragraphs also will help homeless persons, especially chronically homeless individuals and families, families with children, veterans, and unaccompanied youth make the transition to permanent housing and independent living. The City's goals are consistent with HUD's goal to shorten the period that individuals and families experience homelessness and to facilitate access for homeless individuals and families to affordable housing units. The City's goals are aligned with HUD's goal to prevent individuals and families who were recently homeless from becoming homeless again.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

An individual or family is considered to be at-risk of becoming homeless if they experience extreme difficulty maintaining their housing and has no reasonable alternatives for obtaining subsequent housing. Homelessness often results from a complex set of circumstances that require people to choose between food, shelter and other basic needs. Examples of common circumstances that can cause homelessness include eviction, loss of income, insufficient income, disability, increase in the cost of housing, discharge from an institution, irreparable damage or deterioration to housing, and fleeing from family violence.

The "Approved Strategies to Combat Homelessness" published by L.A. County on February 9, 2016, (Homeless Initiative) are consistent with State and Federal initiatives for ending homelessness and consists of 47 strategies arranged by six guiding principles including A) Prevent Homelessness, B) Subsidize Housing,

C) Increase Income, D) Provide Case Management and Services, E) Create a Coordinated System, and F) Increase Affordable/Homeless Housing. The Homeless Initiative represents a commitment by all stakeholders throughout the County to prevent and end homelessness.

Through implementation of the collaborative goals of the City of Palmdale's Homeless Plan and implementation of best practices developed through the CoC, the community will be able to serve people discharged from publicly funded institutions or systems of care such as health care facilities or correction programs. Full implementation of the Coordinated Entry System will reduce the number of people discharged from publicly funded institutions into homelessness.

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

A barrier to affordable housing is a public policy or nongovernmental condition that constrains the development or rehabilitation of affordable housing, such as land use controls, property taxes, state prevailing wage requirements, environmental protection, cost of land and availability of monetary resources. Barriers to affordable housing are distinguished from impediments to fair housing choice in the sense that barriers are lawful and impediments to fair housing choice are usually unlawful.

Based on information gathered during community meetings, the Consolidated Plan survey, the 2013-2021 Housing Element and market analysis, the primary barriers to affordable housing in Palmdale are housing affordability and the lack of monetary resources necessary to develop and sustain affordable housing. The two barriers are related in the sense that demand for affordable housing exceeds the supply and insufficient resources are available to increase the supply of affordable housing to meet demand.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

In the development of the 2013-2021 Housing Element, the City evaluated significant public policies affecting affordable housing development such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges and growth limitations. Based on this evaluation, the City determined that it has taken all necessary steps to ameliorate the negative effects of public policies that may have been a barrier to affordable housing. Moreover, the City is actively engaged with affordable housing developers concerning the siting of affordable housing and ensuring that the entitlement process runs smoothly from inception to completion.

AP-85 Other Actions – 91.220(k)

Introduction

In the implementation of the 2023-2024 Annual Action Plan, the City will invest CDBG and HOME resources to address obstacles to meet underserved needs, foster and maintain affordable housing, reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional structure and enhance coordination between public and private housing and social service agencies.

Actions planned to address obstacles to meeting underserved needs

The primary obstacles to meeting the underserved needs of low- and moderate-income people include lack of funding from federal, state, and other local sources, the high cost of housing that is not affordable to low-income people and the lack of availability of home improvement financing in the private lending industry. To address these obstacles, the City is investing CDBG and HOME funds through the 2023-2024 Annual Action Plan in projects that will provide public services to low- and moderate-income people to prevent homelessness, rental assistance to low-income households, and projects that provide the infrastructure necessary to facilitate access to public facilities where services are provided. To address underserved needs, the City is allocating the majority of its CDBG and HOME funds (excluding Section 108 Debt Service and Administration) for program year 2023-2024 to projects that benefit low- and moderate-income people.

Actions planned to foster and maintain affordable housing

In the implementation of the 2023-2024 Annual Action Plan, the City will invest HOME funds to foster affordable housing by partnering with housing developers in an effort to support the development of new rental housing units and provide tenant-based rental assistance to low-income tenants requiring affordable housing.

Actions planned to reduce lead-based paint hazards

The Residential Lead Based Paint Hazard Reduction Act of 1992 (Title X) emphasizes prevention of childhood lead poisoning through housing-based approaches. To reduce lead-based paint hazards, the City of Palmdale will conduct lead-based paint testing and risk assessments for future rehabilitation projects where the property to be assisted was built prior to January 1, 1978, and will incorporate safe work practices or abatement into the scope of work as required to reduce lead-based paint hazards in accordance with 24 CFR Part 35.

Actions planned to reduce the number of poverty-level families

The implementation of CDBG and HOME activities meeting the goals established in the 2020-2024 Consolidated Plan - Strategic Plan and this Annual Action Plan will help to reduce the number of poverty-level families by:

- Supporting activities that increase the supply of housing that is affordable to low- and moderate-income households;
- Supporting activities that ensure equal access to housing opportunities;
- Supporting public service activities that address homelessness and special needs populations;
- Supporting activities that improve public facilities and infrastructure; and
- Supporting economic opportunity programs to help families recover from the economic impacts of the COVID-19 pandemic that began in early 2020.

In addition to these local efforts, mainstream state and federal resources also contribute to reducing the number of individuals and families in poverty. Federal programs such as the Earned Income Tax Credit and Head Start provide pathways out of poverty for families who are ready to pursue employment and educational opportunities. Additionally in California, the primary programs that assist families in poverty are CalWORKS, CalFresh (formerly food stamps) and Medi-Cal. Together, these programs provide individuals and families with employment assistance, subsidy for food, medical care, childcare and cash payments to meet basic needs such as housing, nutrition and transportation. Other services are available to assist persons suffering from substance abuse, domestic violence and mental illness.

Actions planned to develop institutional structure

To address the lack of resources necessary to support local programs in Palmdale for special needs populations and persons experiencing homelessness, the City's Departments continue to facilitate strategic regional partnerships in L.A. County to bring resources into the Antelope Valley. The City's partnership between SAVES and the Los Angeles Regional Foodbank, forged during the previous planning cycle, is an example of the level of determination the City has to provide essential services to its residents. The Department of Neighborhood Services continues to search for alternate funding sources.

Actions planned to enhance coordination between public and private housing and social service agencies

To enhance coordination between public and private housing and social service agencies, the City will continue consulting with and inviting the participation of a wide variety of agencies and organizations involved in the delivery of housing and supportive services to low- and moderate-income residents in Palmdale—particularly the low-and moderate- income areas.

Discussion

In the implementation of the 2023-2024 Annual Action Plan, the City will invest CDBG and HOME resources to address obstacles to meeting underserved needs, foster and maintain affordable housing, reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional structure and enhance coordination between public and private housing and social service agencies.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(l)(1,2,4)

Introduction

In the implementation of programs and activities under the 2023 Annual Action Plan, the City of Palmdale will follow all HUD regulations concerning the use of program income, forms of investment, overall low- and moderate-income benefit for the CDBG program and recapture requirements for the HOME program.

Community Development Block Grant Program (CDBG)
Reference 24 CFR 91.220(l)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low- and moderate-income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100%

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

   The City does not use forms of investment other than what is included in § 92.205(b).

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

   The City's HOME-funded homebuyer programs incorporate a recapture provision in accordance with § 92.254 (a)(5)(ii). As a condition of funding, the homebuyer must enter into a HOME Participation Agreement with the City of Palmdale. The City's investment in the property is made as a forgivable loan in exchange for a 15-year affordability period as required under the HOME Program Regulations. The affordability period is enforced by a recorded affordability covenant against the property.

   Recapture of funds is required in the event of any of the following during the period of affordability:

   1. Sale of the property or transfer of any kind to non-income qualified homebuyers (excluding those related to the dissolution of marriage);
   2. When the residence ceases to be used as the primary residence, subleasing or renting of the property;
   3. Refinancing; and
   4. Failure to maintain the property in decent, safe, and sanitary condition.

   The funds subject to recapture include all funds advanced in connection with the City's homebuyer assistance, less forgiveness payments credited proportionally each year on the anniversary of the Note. HOME funds shall be recaptured from net proceeds, which are defined as the sales price minus superior loan repayment (other than HOME assistance) and closing costs. The City will recapture the entire amount of HOME funds invested from net proceeds, less any forgiveness payments credited. In the event that the net proceeds resulting from a sale are not sufficient to provide for the full return of the Borrower's original down payment and Borrower's cost of capital improvements to the Property (subject to City verification and approval), then the Borrower shall be entitled to recover their original down payment amount and City approved capital improvement amounts before the recapture of the HOME Loan. The recaptured funds will be used to carry out HOME eligible activities.

3. A description of the guidelines for resale or recapture that ensures the affordability of units

acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

See above.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

The City does not intend to use HOME funds under the 2023-2024 Annual Action Plan to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds.

Discussion

In the implementation of programs and activities under the 2023-2024 Annual Action Plan, the City of Palmdale will follow all HUD regulations concerning the use of CDBG and HOME funds.

OMB Number: 4040-0004
Expiration Date: 12/31/2022

Application for Federal Assistance SF-424

* 1. Type of Submission:
- [ ] Preapplication
- [x] Application
- [ ] Changed/Corrected Application

* 2. Type of Application:
- [x] New
- [ ] Continuation
- [ ] Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier: CA62658

5b. Federal Award Identifier: B-23-MC-06-0581

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name: City of Palmdale

* b. Employer/Taxpayer Identification Number (EIN/TIN): 95-2226242

* c. UEI: MCXAN71AG2Q8

d. Address:

* Street1: 38300 Sierra Highway
Street2:
* City: Palmdale
County/Parish:
* State: CA: California
Province:
* Country: USA: UNITED STATES
* Zip / Postal Code: 93550-4798

e. Organizational Unit:

Department Name: Neighborhood Services

Division Name: Housing

f. Name and contact information of person to be contacted on matters involving this application:

Prefix: Mrs.
* First Name: Becky
Middle Name:
* Last Name: Bartlett
Suffix:

Title: Management Analyst

Organizational Affiliation:

* Telephone Number: 661-267-5126
Fax Number: 661-267-5155

* Email: bbartlett@cityofpalmdale.org

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grant/ Entitlement Grants

*** 12. Funding Opportunity Number:**

n/A

* Title:

N/A

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

2023-2024 Action Plan project using Community Development Block Grant (CCDBG) funds pursuant to Title I of the Housing and Community Development Act of 1974, as amended.

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant: 25 | * b. Program/Project: 25

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 07/01/2023 | * b. End Date: 06/30/2024

18. Estimated Funding ($):

* a. Federal	1,433,847.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	1,433,847.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mrs. | * First Name: Ronda

Middle Name:

* Last Name: Perez

Suffix:

* Title: City Manager

* Telephone Number: 661-267-5106 | Fax Number:

* Email: rperez@cityofplamdale.org

* Signature of Authorized Representative: | * Date Signed:

OMB Number: 4040-0004
Expiration Date: 12/31/2022

Application for Federal Assistance SF-424

* 1. Type of Submission:	* 2. Type of Application:	* If Revision, select appropriate letter(s):
☐ Preapplication	☒ New	
☒ Application	☐ Continuation	* Other (Specify):
☐ Changed/Corrected Application	☐ Revision	

* 3. Date Received:	4. Applicant Identifier:

5a. Federal Entity Identifier:	5b. Federal Award Identifier:
CA62658	M-23-MC-06-0562

State Use Only:

6. Date Received by State:	7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:	City of Palmdale

* b. Employer/Taxpayer Identification Number (EIN/TIN):	* c. UEI:
95-2226242	MCXAN71AG2Q8

d. Address:

* Street1:	38300 Sierra Highway
Street2:	
* City:	Palmdale
County/Parish:	
* State:	CA: California
Province:	
* Country:	USA: UNITED STATES
* Zip / Postal Code:	93550-4798

e. Organizational Unit:

Department Name:	Division Name:
Neighborhood Services	Housing

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:	Mrs.	* First Name:	Becky
Middle Name:			
* Last Name:	Bartlett		
Suffix:			

Title:	Management Analyst
Organizational Affiliation:	

* Telephone Number:	661-267-5126	Fax Number:	661-267-5155
* Email:	sreyes@cityofpalmdale.org		

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

* Other (specify):

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.239

CFDA Title:

HOME Investment Partnership Program/ Entitlement Grant

*** 12. Funding Opportunity Number:**

N/A

* Title:

N/A

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment | Delete Attachment | View Attachment

*** 15. Descriptive Title of Applicant's Project:**

2023-2024 Action Plan project using Home Investment Partnership (HOME) Program funds pursuant to Title II of the National Affordable Housing Act of 1990, as amended.

Attach supporting documents as specified in agency instructions.

Add Attachments | Delete Attachments | View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant: 25 * b. Program/Project: 25

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment | Delete Attachment | View Attachment

17. Proposed Project:

* a. Start Date: 07/01/2023 * b. End Date: 06/30/2024

18. Estimated Funding ($):

* a. Federal	590,664.00
* b. Applicant	0.00
* c. State	0.00
* d. Local	0.00
* e. Other	0.00
* f. Program Income	0.00
* g. TOTAL	590,664.00

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

☐ a. This application was made available to the State under the Executive Order 12372 Process for review on .

☐ b. Program is subject to E.O. 12372 but has not been selected by the State for review.

☒ c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

☐ Yes ☒ No

If "Yes", provide explanation and attach

Add Attachment | Delete Attachment | View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)**

☒ ** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: Mrs. * First Name: Ronda

Middle Name:

* Last Name: Perez

Suffix:

* Title: City Manager

* Telephone Number: 661-267-5106 Fax Number:

* Email: rperez@cityofplamdale.org

* Signature of Authorized Representative: * Date Signed:

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;

2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 75.

Ronda Perez _____ Date _____

City Manager
Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan -- Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2022, 2023, and 2024[a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

Compliance with Laws -- It will comply with applicable laws.

Ronda Perez

Date

City Manager

Title

OPTIONAL Community Development Block Grant Certification

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Ronda Perez _____ Date _____

City Manager
Title

Specific HOME Certifications

The HOME participating jurisdiction certifies that:

Tenant Based Rental Assistance -- If it plans to provide tenant-based rental assistance, the tenant-based rental assistance is an essential element of its consolidated plan.

Eligible Activities and Costs -- It is using and will use HOME funds for eligible activities and costs, as described in 24 CFR §§92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in §92.214.

Subsidy layering -- Before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

Ronda Perez _____ Date _____

City Manager
Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

City Council Staff Report

DATE: **MAY 3, 2023**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **HOUSING DIVISION**

DISTRICT: **1**

SUBJECT: **PUBLIC HEARING TO REVIEW THE SUBSTANTIAL AMENDMENT TO THE 2022-2023 ANNUAL ACTION PLAN, THE PROPOSED SECTION 108 APPLICATION AND THE EXPENDITURE OF COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDS; RECEIVE PUBLIC COMMENT IN COMPLIANCE WITH THE REQUIREMENTS OF THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) AND THE CITY'S CITIZEN PARTICIPATION PLAN; APPROVE THE SUBSTANTIAL AMENDMENT TO THE 2022-2023 ACTION PLAN; AND ADOPT RESOLUTION NO. CC 2023-021 A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE AUTHORIZING THE CITY MANAGER OR THEIR DESIGNEE TO SUBMIT THE SECTION 108 LOAN GUARANTEE APPLICATION TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR A $6,000,000 LOAN FOR SAVES FACILITY IMPROVEMENTS**

ISSUE

Public Hearing to review the Substantial Amendment to the 2022-2023 Annual Action Plan, the proposed Section 108 application and the expenditure of Community Development Block Grant (CDBG) Funds; receive public comment in compliance with the requirements of the U.S. Department of Housing and Urban Development (HUD) and the City's Citizen Participation Plan; approve the Substantial Amendment to the 2022-2023 Action Plan; and adopt Resolution No. CC 2023-021, a resolution of the City Council of the City of Palmdale, authorizing the City Manager, or their designee, to submit the Section 108 Loan Guarantee Application to the United States Department of Housing and Urban Development for a $6,000,000 Loan for SAVES Facility Improvements.

RECOMMENDATION

Staff recommends that the City Council:

1. Review the Substantial Amendment to the 2022-2023 Annual Action Plan, the proposed Section 108 application and the expenditure of CDBG funds;
2. Open a public hearing to receive public comment in compliance with the requirements of the U.S. Department of Housing and Urban Development (HUD) and the City's Citizen Participation Plan;
3. Approve the Substantial Amendment to the 2022-2023 Action Plan;
4. Adopt Resolution No. CC 2023-021 authorizing the submittal of a Section 108 Loan Guarantee Application to the U.S. Department of Housing and Urban Development (HUD) for a $6,000,000 Loan for SAVES Facility Improvements; and
5. Authorize the City Manager or their designee to execute the application and required certifications associated with the amendment and application for the Section 108 Loan.

BACKGROUND

The City of Palmdale Department of Neighborhood Services / Housing Division has prepared a Substantial Amendment to the 2022-2023 Annual Action Plan for the proposed activity SAVES Facility Improvements, the submission of the application for the Section 108 Loan Guarantee, and the expenditure of Community Development Block Grant (CDBG) funds.

The Consolidated Plan is prepared every five years and identifies the housing and community development priorities that will be addressed with Community Development Block Grant (CDBG) and HOME Investment Partnerships (HOME) funds. The Annual Action Plan provides the United States Department of Housing and Urban Development (HUD) with a summary of the proposed activities to be carried out with CDBG and HOME resources.

DISCUSSION

For more than 38 years, South Antelope Valley Emergency Services (SAVES) has provided food, short-term shelter, clothing, and transportation passes to assist the working poor, disadvantaged, emancipated youth, homeless and senior citizens in the South Antelope Valley who need these services. SAVES serves approximately 6,000 unduplicated clients annually. In its current facility, SAVES offers a weekly food program; clothing for all members of the household; seasonal and holiday programs including holiday food and gift baskets, a birthday program and back-to-school programs; as well as services to individual clients needing temporary shelter, bus passes, and other services to meet the immediate needs of low- and moderate-income households. The day-to-day operations of SAVES and staffing are funded through the City's CDBG public

service funds. Food is provided through a collaboration with the Los Angeles Regional Food Bank, federal programs, and daily contributions of local markets, stores, and restaurants.

The City acquired, on October 31, 2022, the property located at 38820 3rd Street East and adjacent vacant land for the new facility for the SAVES. The City is proposing a substantial amendment to add the CDBG activity SAVES Facilities Improvements to assist with the site preparation and relocation of SAVES to the new facility. Facility Improvements include removal of the existing temporary rooms, ADA compliant restrooms, office space, installation of walk-in freezers and a new walk-in refrigerator, replacement of roll up doors, update of heating and cooling equipment, street and parking access improvements, solar energy and charge station for electric vehicles. The current cost estimate for design and improvements is over $5 million dollars.

One of the proposed funding sources for the SAVES Facility Improvements project is the use of Section 108 Loan Guarantee funds offered by HUD. Under the Section 108 program, the City can borrow up to five times their annual CDBG allocation of $1,433,847 less outstanding principal from the prior Section 108 loan and may take up to twenty (20) years to repay the loan, at an estimated rate of $519,000 per year. The proposed request is for $6,000,000 to allow for contingency to cover updated costs and the Section 108 financing fee, currently at 2% of the principal of the loan. When the time comes for the City to draw funds they may request an amount that is under $6 million without submitting amendments to HUD. Proposed collateral includes Legacy Commons and the rehabilitated SAVES facility and adjoining two parcels with an estimated value of over $7,500,000.

The Section 108 Loan approval process requires that the project be identified in the City's current 2022-2023 Annual Action Plan. In compliance with the City's approved Citizen's Participation Plan and CDBG implementing Regulation 24 CFR 92.105, a Public Notice was published in the Antelope Valley Press and posted on the City's webpage on April 1, 2023 to inform residents that the Amendment to the 2022-2023 Action Plan and Section 108 Application were available for review and comments and the date of the Public Hearing.

FISCAL IMPACT

Receive $6,000,000 in Loan Guarantees to CDBG account 28027001 and expenditures to SAVES Relocation TI account F0059280-724525.

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:	Sophia Reyes, Director of Neighborhood Services
Certified as to availability of Funds:	Janelle Samson, Director of Finance
Approved by:	Ronda Perez, City Manager
Approved as to form:	William P. Curley III, Interim City Attorney

ATTACHMENTS

1. Resolution No. CC 2023-021
2. Draft Application for Section 108 Loan Guarantee

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2023 - 021

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE AUTHORIZING THE SUBMISSION OF A SECTION 108 LOAN GUARANTEE APPLICATION TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS, the City of Palmdale has determined that a high priority exists for a new facility for the South Antelope Valley Emergency Services (SAVES); and

WHEREAS*,* the proposed property at 38220 3rd Street East, acquired October 31, 2022, meets this priority and the project is included in the City's adopted 2022-2023 Action Plan. SAVES Facilities Improvements is eligible under 570.703(b) Rehabilitation of real property owned or acquired by the public entity or its designated public agency and 570.703(n) payment of fees charged by HUD pursuant to Sections 570.712. The use of the facility is eligible under 570.201(e) 05W Food Banks a public service*; and*

WHEREAS*,* the Section 108 Loan Guarantee Program, implemented by the United States Department of Housing and Urban Development (HUD), is designed to provide funds to assist with these types of projects*; and*

WHEREAS*,* under the Section 108 Loan Guarantee Program, the City can borrow up to five years' worth of its annual Community Development Block Grant (CDBG) allocation, and can take up to twenty years to repay the principal and interest; *and*

WHEREAS*,* the City is requesting up to a total of $6,000,000 in Section 108 Loan Guarantee funds to assist with the SAVES Facilities Improvements; *and*

WHEREAS*,* the City Manager, or their designee, is authorized to submit the Section 108 Loan Guarantee application and amendments thereto and all understandings and assurances contained therein, and to act in connection with the application to provide such additional information as may be required.

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 hereby certifies and assures with respect to its application for a loan guarantee pursuant to Section 108 of the Housing and Community

Development Act of 1974, as amended, that it possesses the legal authority to make the pledge of grants required under 24 CFR 570,705 (b) (2).

SECTION 2. The City hereby assures and certifies with respect to its application for a loan guarantee pursuant to Section 108 of the Housing and Community Development Act of 1974, as amended, that it has made efforts to obtain financing for the activities described herein without the use of such guarantee, that it will maintain documentation of such efforts for the term of the loan guarantee, and that it cannot complete such financing consistent with the timely execution of the program plans without such guarantee.

SECTION 3. The City possesses the legal authority to submit the application for assistance under 24 CFR Part 570, Subpart M and to use the guaranteed loan funds in accordance with Subpart M.

SECTION 4. As prerequisites for submission of the application to HUD, the City certifies that it has:

(a) Furnished citizens with information required by Section 570.704(a)(2)(i) of Title 1 of the Housing and Community Development Act of 1974, as amended;

(b) Held at least one public hearing, on April 5, 2023, to obtain the views of citizens on community development and housing needs; and

(c) Prepared its application in accordance with Section 570.704(a)(1)(iv) of Title 1 of The Housing and Community Development Act of 1974, as amended, and made the application available to the public.

SECTION 5. The City has and will continue to follow a detailed citizen participation plan that meets the requirements described in Section 570.704(a)(2) of Title 1 of the Housing and Community Development Act of 1974, as amended.

SECTION 6. The City has and will continue to affirmatively further fair housing, and the guaranteed loan funds will be administered in compliance with:

(a) Title VI of the Civil Rights Act of 1964 (Public Law 88-352, 42 U.S.C. 2000d et seq.); and

(b) The Fair Housing Act (42 U.S.C. 3601-20).

SECTION 7. The City will expend in the aggregate, at least 70 percent of all CDBG funds, as defined in Section 570.303(e) of Title 1 of The Housing and Community Development Act of 1974, as amended, during the one, two, or three consecutive years specified by the City for its CDBG program on activities which benefit low/moderate-income persons, as described in criteria in Section 570.208(a) of the Act.

SECTION 8. The City has and will continue to comply with the requirements governing displacement, relocation, real property acquisition, and the replacement of low- and moderate-income housing described in Section 570.606.

SECTION 9. The City will comply with the requirements of 24 CFR 570.200(c)(2) with regard to the use of special assessments to recover the capital costs of activities assisted with guaranteed loans;

SECTION 10. The City has and will continue to comply with other provisions of Title I of the Housing and Community Development Act of 1974 as amended (42 U.S. C. 5301 et seq) and with other applicable laws.

SECTION 11. The City has and will continue to hereby certify, to the best of it's knowledge and belief, the following:

(a) No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any or cooperative agreement, and the extension, continuation, renewal amendment, or modification of any Federal contract, grant, loan or cooperative agreement;

(b) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or any employee of grant, loan or cooperative agreement, it will complete and submit Standard Form LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

(c) It will require that the language of paragraph (a) of this certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

SECTION 12. The Council hereby authorizes its City Manager, or their designee, to submit the application and amendments thereto and all understandings and assurances contained therein, and directing and authorizing the City Manager, or their designee, to act in connection with the application to provide such additional information as may be required; and authorize the City Manager, or their designee, to execute such documents as may be required in order to implement the application and issue debt obligations pursuant thereto.

SECTION 13. The City Clerk shall certify to the adoption of this resolution**.**

PASSED, APPROVED and **ADOPTED** this 3rd day of May, 2023.

_____
Laura Bettencourt, Mayor

Approved as to form:

ATTEST:

_____
William P. Curley, III
Interim City Attorney

_____
Rochelle Scott, Acting City Clerk

I, Rochelle Scott, Acting 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 3rd day of May, 2023 by the following roll call vote:

AYES: _____

NOES:_____

ABSTAIN:_____ABSENT:_____

Date: _____ _____
Rochelle Scott, Acting City Clerk

CITY OF PALMDALE SECTION 108 LOAN GUARANTEE FOR COURSON CONNECTION DEVELOPMENT PROJECT

PUBLIC REVIEW DRAFT

PROJECT DESCRIPTION

The City of Palmdale is requesting up to $6,000,000 in Section 108 Loan Guarantee funds to assist with the improvements for the new South Antelope Valley Emergency Services (SAVES) facility. The Section 108 assistance will be used for removal of the existing interior improvements, ADA compliant restrooms, office space, installation of walk-in freezers and refrigerator, replacement of roll up doors, update of heating and cooling equipment, street and parking access improvements, solar energy and charge station for electric vehicles, design and construction design, and environmental assessment.

The preliminary implementation schedule for the project is as follows:

	Start Date	Completion Date
Design of Improvements	March 15, 2023	July 31, 2023
Construction Drawings	June 30, 2023	September 30, 2023
Bid and award contract	July 1, 2023	September 30, 3023
SAVES Facility Improvements	October 1, 2023	February 28, 2024

Environmental Review will begin estimated April 6, 2023 through June 30, 2023 by Pacific Engineering.

FORM OF ASSISTANCE

The Section 108 Loan Guarantee Funds will be utilized by the City for the SAVES Facility Improvements. Measure AV funds will be utilized for design of the SAVES Facility Improvements.

INFORMATION ON ORGANIZATION ARRANGEMENTS

The SAVES Facility Improvements will be implemented by the City of Palmdale Public Works Program Management Division, working with Parks and Recreation SAVES Division and Neighborhood Services Housing Division. The City of Palmdale Staff have over 20 years of experience working with Community Development Block Grant (CDBG) funding.

INFORMATION FOR FINANCIAL UNDERWRITING

Sources for the SAVES Facility Improvements include the Section 108 Guarantees, City CDBG Administration funds and City Measure AV funding and uses are for construction and financing fees, per Table 1 Sources and Uses. As part of this Section 108 application, the City is also requesting authority, pursuant to 24 CFR 570.200(h) to incur reimbursement for some pre-award costs as soon as the Request for Release of Funds

Public Review Draft

and the Annual Action Plan has been amended. Repayment of the Section 108 Loan Guarantees will be through CDBG funding allocations over a maximum period of twenty (20) years at an estimated rate of $519,000 per year. Proposed collateral includes the Palmdale Senior Center and the property associated with this request, the rehabilitated SAVES facility and adjoining two parcels with an estimated value of over $7,500,000. The City will provide an appraisals for the Legacy Commons Senior Center and an after development appraisal on the associated property prior to drawdown of funds.

Table 1 Sources and Uses:

Sources:	
Section 108 Loan Guarantees	$6,000,000
City CDBG Funds	100,000
City Measure AV Funds	200,000
	$6,300,000

Uses:	
Design	$200,000
Construction and soft costs	5,930,000
Section 108 Financing Fee	120,000
	$6,300,000

INFORMATION FOR PROGRAM REQUIREMENTS

SAVES Facility Improvements is eligible under 570.703(b) Rehabilitation of real property owned or acquired by the public entity or its designated public agency and 570.703(n) payment of fees charged by HUD pursuant to Sections 570.712. The use of the facility is eligible under 570.201(e) 05W Food Banks a public service.

LOAN PORTFOLIO INFORMATION

The Section 108 request amount is within the maximum loan amount of five times the City's Community Development Block Grant allocation of $1,449,448 for the 2022-2023 program year. As part of the process of this Section 108 request, the City has amended the current year Action Plan to include the SAVES Facilities Improvements. The Section 108 Loan will be repaid over 20 years. The National Objective is 570.208 (a)(2)(i)(B) LMC Low Mod Limited Clientele (Income Documentation).

DESCRIPTION OF LOAN FUND

The Section 108 Loan Guarantee will used by the City of Palmdale Public Works Division for SAVES Facility Improvements. The site will be the new facility for SAVES to serve the south Antelope Valley region with food and space to work with community partners to provide information and services for its clientele. Current services have included parking space for LAHSA's mobile clinic and Karma's mobile spay, neuter and microchip clinic.

Public Review Draft

UNDERWRITING PROCESS INFORMATION/ORGANIZATIONAL ARRANGEMENTS

N/A

UNDERWRITING CRITERIA

N/A

INCOME FOR PROGRAM REQUIRMENTS

N/A

CERTIFICATIONS AND CITIZEN PARTICIPATION

The City Council <*conducted*> a public hearing on May 3, 2023, on the Section 108 Application, and the amendment to the City's 2022-23 Annual Action Plan indicating the use of Section 108 funds in the SAVES Facility Improvements project. The City Council <*considering*> the amendment to the Action Plan and <*considering*> a resolution authorizing the submittal of the Section 108 Loan Guarantee request. The Section 108 required program certifications are included in the City Council Resolution.

CONTACT PERSONS

If you have any questions regarding this proposed Section 108 Loan Guarantee request, please contact:

Ms. Sophia Reyes
Housing Manager
City of Palmdale
38300 Sierra Highway
Palmdale, CA 93550
(661) 267-5126
(661) 267-5155 (fax)
e-mail: sreyes@cityofpalmdale.org

Public Review Draft

City Council Staff Report

DATE: **MAY 3, 2023**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **CITY MANAGER'S OFFICE – CITY CLERK DIVISION**

DISTRICT: **ALL**

SUBJECT: **CITY COUNCIL NOMINATION AND APPOINTMENT OF SEVEN (7) MEMBERS AND SEVEN (7) ALTERNATES TO THE MEASURE AV OVERSIGHT COMMITTEE**

ISSUE

City Council Nomination and Appointment of seven (7) Members and seven (7) Alternates to the Measure AV Oversight Committee.

RECOMMENDATION

Staff recommends that the City Council nominate and appoint seven (7) individuals to serve as Committee Members and seven (7) individuals to serve as Alternates on the Measure AV Oversight Committee for a term to expire on April 30, 2025.

BACKGROUND

At the General Municipal Election held on November 3, 2020, voters approved the enactment of a local ¾ cent transaction and use tax in the City of Palmdale. The measure allowed for local control of sales tax dollars, long-term fiscal sustainability, and allowed the City to continue to fund reliable essential services for the community. The revenues and expenditures from the tax are to be regularly reviewed by a citizens advisory committee to ensure the funds collected are expended for the purposes specified in the Measure AV Ballot language and to provide enhanced transparency and public participation. The City Council shall appoint a seven-member committee and by resolution, adopt guidelines for the duties of a citizen's oversight committee, later named Measure AV Oversight Committee.

DISCUSSION

The terms for the current Measure AV Oversight Committee Members expire at the end of April, 2023. City Council directed staff to open a recruitment for multiple positions on the Measure AV Oversight Committee and notify current members that they would need to reapply if they wished to continue to serve. Staff placed an advertisement in the AV Press, AV Press online, and posted the advertisement on the city's website for interested citizens to apply. The Communications Division also provided a press release to the

public and posted the advertisement on the city's Social Media platforms. The recruitment ran February 25, 2023 through March 16, 2023, and was extended through April 23, 2023. Staff received seventeen (17) applications; one application was confirmed that it did not meet qualifications and was not moved forward. All applications were provided to the City Council for their review.

Qualifications to serve on the Measure AV Oversight Committee are as follows: members shall reside in the City of Palmdale; or own a business in the City of Palmdale; be willing to serve a minimum of two years on the committee; and may not be an elected official. Appointments to the Measure AV Oversight Committee are made pursuant to Palmdale Municipal Code Section 2.08.030. While it is preferable that a City Councilmember's appointee reside within the Councilmember's district, it is not required. The District information below has been provided for qualification purposes only.

DISTRICT 1	DISTRICT 2	DISTRICT 3	DISTRICT 4	DISTRICT 5	Outside City
Bishop	**Loa**	**Mayor Bettencourt**	**Ohlsen**	**Mayor Pro Tem Alarcón**	**Boundaries**
**Marina Penrose-Hickerson (Current Alternate)	*Steven D. Angebrandt (Current Member)	Marcos Alvarez		*Cynthia Garcia (Current Member)	Arthur Calloway – Lancaster resident
	Larry E. Coltin	Nashon Mitchell		Maria R. Mainelle	*Rick Carr – Outside City Boundaries – LA County Pocket of Palmdale (Current Member)
	Steve Hutson	Cecil R. Foust		Jason Zink	*Charles Murphy – Outside City Boundaries – LA County Pocket of Palmdale Palmdale Business Owner (Current Member)
	Diana Love				
	Samuel Roman				
* Currently serving members of the Measure AV Oversight Committee **Current Measure AV Oversight Committee Alternate					

This item is brought forth for City Council Nomination and Appointment of seven (7) Members and seven (7) Alternates to serve on the Measure AV Oversight Committee for two-year term to expire April 2025.

All appointees will need to submit to and pass a Livescan fingerprint submission via the California Department of Justice in order to complete the appointment. The State of California requires a Statement of Economic Interest Form 700 be filed within 30-days of the appointment.

FISCAL IMPACT

Approximately $2,806 in advertising cost. Committee Member compensation of $150 per meeting, a maximum of $300 per month for the Chair, and $100 per meeting, a maximum of $200 per month for all other Members. The Committee meets bi-monthly.

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:	Roxanne Faber, Acting City Clerk
Certified as to availability of Funds:	Janelle Samson, Director of Finance
Approved by:	Ronda Perez, City Manager
Approved as to form:	William P. Curley, III Interim City Attorney

ATTACHMENTS

Redacted Applications

From: noreply@civicplus.com
To: Rochelle Scott; Roxanne Faber
Subject: Online Form Submittal: Measure AV Oversight Committee Application
Date: Tuesday, February 21, 2023 5:48:37 PM

CAUTION: This email originated from outside of the organization.

Measure AV Oversight Committee Application

Office of the City Clerk
38300 Sierra Highway, Suite C
Palmdale, CA 93550
(661) 267-5151

Measure AV Oversight Committee 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.

Measure AV Oversight Committee Information:

Name	Marina Penrose Hickerson	District 1
Date	2/21/2023	
Business Telephone	*Field not completed.*	
Home Telephone	*Field not completed.*	
Cell Phone	[redacted]	

Possession of a valid California driver's license and the ability to be insured with the City's insurance carrier is required.

Present Address	[redacted]
City	Palmdale

State	CA
Zip Code	[redacted]
Permanent Address if different from present address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*

(Section Break)

Personal Information

(Please attach additional sheets, if necessary.)

Are you currently serving as an elected city or county official? If yes, please explain.	No
Do you or any members of your immediate family own any interest in any enterprise which does or might do business with the City and/or the Board/Commission?	No
Do you or any members of your immediate family own any interest in any real property adjacent to or within the City of Palmdale?	Yes
Do you or any members of your immediate family have any interests or associations which	No

might present a conflict of interest?	
List all current organizations and societies of which you are a member.	*Field not completed.*
Describe any public service experience serving on a commission or public body?	2021-2023 alternate on AV Oversight committee 2021-2022 public member for committee choosing artist for Rancho Vista Park
Why do you want to serve on the Measure AV Oversight Committee?	I want to serve my city and community and help with the AV Oversight Committee.
What is your vision for Palmdale?	A city and community which provides a great place for it's citizens to live. A community of life, with services, events, activities and a great place to call home. I want to see people proud to call Palmdale home, and to have the rest of LA County see Palmdale as a great place.
Please describe your experience and knowledge of local government finance.	Was on a committee to help schools decide where to spend monies given to them by the county and state for the benefit of the students.
Please describe how you will contribute to the Measure AV Oversight Committee.	I will participate and provide feedback, offer assistance and help determine where the funds are best spent to improve the community for the benefit of its citizens. Having served as an alternate on this committee, I would like the position of the main member for the committee. If I cannot serve and have an actual "voice", then I would not be interested in moving forward. I believe I can make a difference, I am articulate, intelligent and want the greater good for all citizens of Palmdale. I'm not a politician, but understand how committees and communities work. I would be able to be an integral part of the team and to help decisions get made in a timely fashion and implement the decisions made by the team. I hope you choose me for the main member of the district for this committee.
Please list three items you personally think, if funded appropriately, could increase the quality of life in	1. Bring the community together, utilizing event venues to bring community happiness, entertainment and pride back to the community. People who are invested in their community and know that their community is here to serve them, also in turn give back and participate.

Palmdale.	2. Beautify the community with green spaces for the community to gather. 3. Determine the right solution for safety services, homeless population issues, trash and dump issues.

(Section Break)

Education, Training and Experience

High School

Name	Monroe
Address	Haskell Avenue, North Hills
Number of Years Completed	3
Did you Graduate?	Yes
Degree or Diploma	Diploma
GPA (i.e., A=4.0)	3.8

College/University

Name	*Field not completed.*
Address	*Field not completed.*
Number of Years Completed	*Field not completed.*
Did you graduate?	Yes
Degree or Diploma	*Field not completed.*
GPA (i.e., A=4.0)	*Field not completed.*

Vocational

Name	*Field not completed.*
Address	*Field not completed.*

Number of Years Completed	*Field not completed.*
Did you graduate?	*Field not completed.*
Degree or Diploma	*Field not completed.*
GPA (i.e., A=4.0)	*Field not completed.*
Other	*Field not completed.*

(Section Break)

Employment History

List below all present and past employment for the last ten (10) years starting with your most recent employer. Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer	*Field not completed.*
Address	*Field not completed.*
Type of Business	*Field not completed.*
Telephone Number	*Field not completed.*
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	*Field not completed.*
Major Accomplishments	*Field not completed.*
Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	*Field not completed.*

(Section Break)

Name of Employer	*Field not completed.*
Address	*Field not completed.*
Type of Business	*Field not completed.*
Telephone Number	*Field not completed.*
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	*Field not completed.*
Major Accomplishments	*Field not completed.*
Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	*Field not completed.*

(Section Break)

Name of Employer	*Field not completed.*
Address	*Field not completed.*
Type of Business	*Field not completed.*
Telephone Number	*Field not completed.*
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	*Field not completed.*
Major Accomplishments	*Field not completed.*
Dates of Employment	
From	*Field not completed.*

To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	*Field not completed.*

(Section Break)

References

List below three persons not related to you who have knowledge of your civic activity within the last three years.

Name	*Field not completed.*
Address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*
Occupation	*Field not completed.*
Telephone Number	*Field not completed.*
Number of Years Acquainted	*Field not completed.*

(Section Break)

Name	*Field not completed.*
Address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*
Occupation	*Field not completed.*
Telephone Number	*Field not completed.*
Number of Years Acquainted	*Field not completed.*

(Section Break)

Name	*Field not completed.*
Address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*
Occupation	*Field not completed.*
Telephone Number	*Field not completed.*
Number of Years Acquainted	*Field not completed.*

(Section Break)

Please read carefully, initial each paragraph and sign below:

I hereby certify that the answers given by me on this application are true and correct to the best of my knowledge, and that I have not withheld any information that might adversely affect my chances for appointment. I understand that any misstatement or omission of fact on this application or any documents used to obtain an appointment may result in rejection of this application or immediate discharge if I am appointed, regardless of the time elapsed before discovery of the misstatement or omission. I further certify that I, the applicant, have personally completed this application

Initials	mkh

I hereby authorize the City of Palmdale to investigate my references, prior employers, work record, education, and other matters related to my suitability for appointment and further, authorize the references I have listed, all prior employers, and all educational institutions attended, to disclose to the City of Palmdale any and all letters, reports, and other information related to my records, including, but not limited to, my performance reviews and evaluations, discipline, commendations, awards, and all other employment information, without giving me prior notice of such disclosure. By providing this page of the application to the references, prior employers, and educational institutions attended, I release them,

to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities for providing the City of Palmdale with all information. I release the City of Palmdale, its agents, employees, and representatives, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities that may result from any use or disclosure of such information by the City of Palmdale, or any of its agents, employees, and representatives.

Initials	mkh

I further understand and agree that as a condition to being appointed to the Measure AV Oversight Committee, I will be required to agree to conduct myself in accordance with the City of Palmdale's personnel practices and policies as set forth in the Human Resources Rules, the Brown Act, the Public Records Act, and the Measure AV Oversight Committee Rules of Procedures, copies of which I will be provided and will review prior to accepting an appointment to the Measure AV Oversight Committee. To the fullest extent permitted by law, I expressly consent to, and I waive any rights of privacy I might otherwise have in connection with the City's Human Resources Rules in general and the above-described sections in particular.

Initials	mkh

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 this Measure AV Oversight Committee position and that such information collected during the check will be kept confidential.

Initials	mkh

(Section Break)

Volunteer Information

REASONABLE ACCOMMODATIONS	No
Foreign Language	*Field not completed.*

Do you?	*Field not completed.*
Foreign Language	*Field not completed.*
Do you?	*Field not completed.*
Specialized training/skills:	*Field not completed.*
Computer Skills	Word, Excel, PowerPoint, Other
Other	CRM, social media, marketing, video, other

(Section Break)

In Case of Emergency

Whom should we notify?

Name	[redacted]
Relationship	[redacted]
Home Phone	[redacted]
Work 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.)	*Field not completed.*

(Section Break)

AUTHORIZATION AND RELEASE

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	2/21/2023
Electronic Signature Agreement	I agree.
Electronic Signature	Marina K Hickerson
Applicants are encouraged to attach a resume.	*Field not completed.*

Email not displaying correctly? View it in your browser.

From: noreply@civicplus.com
To: Rochelle Scott; Roxanne Faber
Subject: Online Form Submittal: Measure AV Oversight Committee Application
Date: Monday, February 27, 2023 12:06:18 AM

CAUTION: This email originated from outside of the organization.

Measure AV Oversight Committee Application

Office of the City Clerk
38300 Sierra Highway, Suite C
Palmdale, CA 93550
(661) 267-5151

Measure AV Oversight Committee 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.

Measure AV Oversight Committee Information:

Name	Steven D. Angebrandt AAMS® District 2
Date	2/26/2023
Business Telephone	[redacted]
Home Telephone	[redacted]
Cell Phone	[redacted]

Possession of a valid California driver's license and the ability to be insured with the City's insurance carrier is required.

Present Address	[redacted]
City	Palmdale

State	CA
Zip Code	[redacted]
Permanent Address if different from present address	[redacted]
City	Palmdale
State	CA
Zip Code	[redacted]
	(Section Break)

Personal Information

(Please attach additional sheets, if necessary.)

Are you currently serving as an elected city or county official? If yes, please explain.	No
Do you or any members of your immediate family own any interest in any enterprise which does or might do business with the City and/or the Board/Commission?	No
Do you or any members of your immediate family own any interest in any real property adjacent to or within the City of Palmdale?	Yes Primary Personal Residence Only
Do you or any members of your immediate family have any interests or associations which	No

might present a conflict of interest?	
List all current organizations and societies of which you are a member.	Antelope Valley Partners for Heath (AVPH) - incoming Chair, Past Chair Desert Winds Community Church - member 31 years Ramsey Financial Peace University Facilitator-25+ years United States Naval Institute - Member since 1981 Rotary of Lancaster West - Member 12 years Antelope Valley Committee on Aging - former Chair - merged into AVPH Kiwanis Palmdale West - former member and President - rejoining this month - 20 year member
Describe any public service experience serving on a commission or public body?	Measure AV Oversight Committee Current Member - Measure AV Oversight Committee
Why do you want to serve on the Measure AV Oversight Committee?	I am an inaugural member of the first Measure AV Oversight Committee, who desires to give some continuation to the work we have started and made in forming the new committees work. I feel I bring value to the committee based on my work experience, professional acumen, education, along with our longterm Palmdale residency since 1986 and 35+ years business and community experience in the Antelope Valley.
What is your vision for Palmdale?	Palmdale is my home where I married my wife who grew up here and where we successfully raised our children! I have an interest in making our city more family friendly, safe, clean, healthy, recreational, fun, affordable, educational, business centric and attractive for future generations of families! I would like to see funding to go towards cleaning up neighborhoods, a clean streets program, a neighbor to neighbor program to develop neighborhood unity, building a centralized year round community recreation complex, additional support services for homeless in addiction and mental health support, return of some of our community events, ie Fall Festival.
Please describe your experience and knowledge of local government finance.	I have a Bachelors degree in Business Administration and Finance from the University of Southern California, where I also received a Commission as a Naval Officer. As a Naval Officer, my responsibilities included fiscal management of command resources. I hold a Certification from the College of Financial Planning as an Accredited Asset Management Specialist and Financial Planning.

	SEC and FINRA Licensed Financial Advisor and State Licensed Life/Health Insurance Specialist. I have read the city budget as a member of the Measure AV Oversight Committee, have attended a few City Council and LA County Board of Supervisors meetings, Local School Board meetings. I have served as Board Chair on two nonprofits who receive Federal, State, and County Grants including CBG money- Currently on Antelope Valley Partners for Health as Chair Elect. As a Financial Advisor we are registered with the SEC and Municipal Securities Rulemaking Board in order to sell Municipal Securities and must understand those rules and regulations that support the legal process for investors to acquire such securities and municipalities to utilize such securities as a means of financing municipal projects. As a Community member I have facilitated classes for 25+ years of Ramsey Solutions Financial Peace University- a nine week basic finance program that assists families in getting out of debt into the pathway toward financial wellness and personal wealth building.
Please describe how you will contribute to the Measure AV Oversight Committee.	I will seek to learn and gather information on all matters before the committee in order to provide constructive feedback free from bias that would best serve all the citizens of the City of Palmdale. I will give meaningful advice and ideas that could improve the quality of life for all of our citizens. I will seek solutions or compromise with other committee members and Council Persons whenever possible so to create a spirit of progress that betters our community! I will use my personal experiences and Professional Education to develop questions to help inform all members of the committee and community so we can all be fully transparent and informed. As a sitting current committee member- I will use what we have walked through in the foundational first months and year to help guide fellow new committee members so to assist them with getting up to speed.
Please list three items you personally think, if funded appropriately, could increase the quality of life in Palmdale.	Centralized Year Round Community Recreation Center (similar to one I have seen in Nashville and the Dallas area) A strong community oriented Neighborhood Revitalization and Unity Program where neighbors help neighbors create clean streets and neighborhood pride! Better Mental Health and Addiction Programs that utilizes

	Community Churches, Organizations and Community Members who can provide supportive care, solutions and services to help drive alternatives to healthy living for our homeless and vulnerable members of our community. A safe city street's program that enforces laws, enriches and engages community members to feel safe at reporting criminal activity without the fear of recourse in their neighborhoods!

(Section Break)

Education, Training and Experience

High School

Name	Santa Ana High School
Address	520 S. Walnut Street, Santa Ana, CA 92701
Number of Years Completed	4
Did you Graduate?	Yes
Degree or Diploma	Diploma with honors
GPA (i.e., A=4.0)	3.73

College/University

Name	University of Southern California
Address	Los Angeles,CA 90007
Number of Years Completed	4
Did you graduate?	Yes
Degree or Diploma	BS Business Administration and Finance
GPA (i.e., A=4.0)	3.24

Vocational

Name	College of Financial Planning

Address	Denver, Co
Number of Years Completed	1
Did you graduate?	Yes
Degree or Diploma	Accredited Asset Management Specialist
GPA (i.e., A=4.0)	4
Other	*Field not completed.*
	(Section Break)

Employment History

List below all present and past employment for the last ten (10) years starting with your most recent employer. Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer	Edward Jones Investments
Address	44345 Lowtree Ave, Lancaster, CA 93534
Type of Business	Financial Planning
Telephone Number	6619405624
Your Supervisor's Name	Myself - Limited Partner
Your Position and Duties	Financial Advisor Financial Planning, Asset Management, Retirement Planning, College Planning, Financial Forecasting, Budgeting, Insurance Services Supervision of Office Associates, Recruitment of Staff Run a professional, ethical, and profitable organization that participates, supports and brings a difference in our community!
Major Accomplishments	Top Producer Office at the highest Level 10 Production. Ranked #5 in the Area. Limited Partner for 14 years
Dates of Employment	
From	6/1/2005
To	*Field not completed.*

Reason for Leaving	Still employed for 18 years
Upon leaving, were you eligible for rehire?	*Field not completed.*
	(Section Break)
Name of Employer	WAXIE Sanitary Supply
Address	905 Wineville, Ontario, CA
Type of Business	Distribution of Sanitary Supplies
Telephone Number	9099423100
Your Supervisor's Name	Alice Sawaya - VP General Manager
Your Position and Duties	Senior Executive Account Manager Corporate Accounts Building Service Contractor Services
Major Accomplishments	Sales Representative of the year 5 times
Dates of Employment	
From	3/1/1986
To	10/31/2005
Reason for Leaving	Opportunity to start a business near my home.
Upon leaving, were you eligible for rehire?	Yes
	(Section Break)
Name of Employer	United States Navy
Address	San Diego, CA
Type of Business	US Military
Telephone Number	*Field not completed.*
Your Supervisor's Name	Cmdr Hill
Your Position and	Naval Officer

Duties	Lieutenant JG
Major Accomplishments	NROTC Graduate at USC Classified Ops Specialist Naval Line Officer
Dates of Employment	
From	6/1/1979
To	10/31/1985
Reason for Leaving	Honorable Discharge
Upon leaving, were you eligible for rehire?	Yes

(Section Break)

References

List below three persons not related to you who have knowledge of your civic activity within the last three years.

Name	Michelle Fluke
Address	[redacted]
City	[redacted]
State	[redacted]
Zip Code	[redacted]
Occupation	[redacted]
Telephone Number	[redacted]
Number of Years Acquainted	10

(Section Break)

Name	Jaclyn Barnes-Aronica
Address	[redacted]
City	[redacted]
	CA

State	
Zip Code	[redacted]
Occupation	[redacted]
Telephone Number	[redacted]
Number of Years Acquainted	5
	(Section Break)
Name	Chuck Sparks
Address	[redacted]
City	[redacted]
State	CA
Zip Code	[redacted]
Occupation	[redacted]
Telephone Number	[redacted]
Number of Years Acquainted	25
	(Section Break)

Please read carefully, initial each paragraph and sign below:

I hereby certify that the answers given by me on this application are true and correct to the best of my knowledge, and that I have not withheld any information that might adversely affect my chances for appointment. I understand that any misstatement or omission of fact on this application or any documents used to obtain an appointment may result in rejection of this application or immediate discharge if I am appointed, regardless of the time elapsed before discovery of the misstatement or omission. I further certify that I, the applicant, have personally completed this application

Initials	SDA

I hereby authorize the City of Palmdale to investigate my references, prior employers, work record, education, and other matters related to my suitability for appointment and further, authorize the references I have listed, all prior employers, and all educational institutions attended, to disclose to the City of Palmdale any and all letters, reports, and other information related to my records, including, but not limited to, my performance reviews and evaluations, discipline, commendations, awards, and all other employment information, without giving me prior notice of such disclosure. By providing this page of the application to the references, prior employers, and educational institutions attended, I release them, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities for providing the City of Palmdale with all information. I release the City of Palmdale, its agents, employees, and representatives, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities that may result from any use or disclosure of such information by the City of Palmdale, or any of its agents, employees, and representatives.

Initials SDA

I further understand and agree that as a condition to being appointed to the Measure AV Oversight Committee, I will be required to agree to conduct myself in accordance with the City of Palmdale's personnel practices and policies as set forth in the Human Resources Rules, the Brown Act, the Public Records Act, and the Measure AV Oversight Committee Rules of Procedures, copies of which I will be provided and will review prior to accepting an appointment to the Measure AV Oversight Committee. To the fullest extent permitted by law, I expressly consent to, and I waive any rights of privacy I might otherwise have in connection with the City's Human Resources Rules in general and the above-described sections in particular.

Initials SDA

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 this Measure AV Oversight Committee position and that such information collected during the check will be kept confidential.

Initials SDA

(Section Break)

Volunteer Information

REASONABLE ACCOMMODATIONS	No
Foreign Language	*Field not completed.*
Do you?	*Field not completed.*
Foreign Language	*Field not completed.*
Do you?	*Field not completed.*
Specialized training/skills:	Asset Management
Computer Skills	Word, Photoshop, Excel, PowerPoint

(Section Break)

In Case of Emergency

Whom should we notify?

Name	[redacted]
Relationship	[redacted]
Home Phone	[redacted]
Work Phone	[redacted]
Do you have any medical history that we should be aware of in the event of an emergency? (Allergies, medications, etc.)	None

(Section Break)

AUTHORIZATION AND RELEASE

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	2/26/2023
Electronic Signature Agreement	I agree.
Electronic Signature	Steven D Angebrandt
Applicants are encouraged to attach a resume.	*Field not completed.*

Email not displaying correctly? View it in your browser.

PALMDALE
a place to call home

RECEIVED
2023 MAR -2 AM 9:08
City Clerk Dept.

Office of the City Clerk
38300 Sierra Highway, Suite C
Palmdale, CA 93550
(661) 267-5151

Measure AV Oversight Committee 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.

Measure AV Oversight Committee Information:

Date 3/2/2023

Please Print

Name Coltin, Larry E District 2
Last First Middle

Business Telephone ([redacted]) [redacted] Home Telephone ( ) _____

Cell Phone ([redacted]) [redacted]

Possession of a valid California driver's license and the ability to be insured with the City's insurance carrier is required.

Present Address [redacted]
No. Street City State Zip

Permanent Address if different from present address

_____
No. Street City State Zip

Personal Information
(Please attach additional sheets, if necessary.)

1. Yes ☐ No ☑ Are you currently serving as an elected city or county official? If yes, please explain. If no, type N/A

2. Yes ☐ No ☑ Do you or any members of your immediate family own any interest in any enterprise which does or might do business with the City and/or the Board/Commission?

3. Yes ☑ No ☐ Do you or any members of your immediate family own any interest in any real property adjacent to or within the City of Palmdale?

4. Yes ☐ No ☑ Do you or any members of your immediate family have any interests or associations which might present a conflict of interest?

5. List all current organizations and societies of which you are a member.

   Kiwanis club of Palmdale
   Shoptalk Toastmaster's
   Society of Classical Poets

6. Describe any public service experience serving on a commission or public body?

   Assistant Manager, Administration of. the Valencia office for the 2010 Census. See attached letter of recommendation and duties and responsibilities, Attached.

7. Why do you want to serve on the Measure AV Oversight Committee?

   I want to help insure the money is spent wisely.

8. What is your vision for Palmdale?

   Aerospace capital of the world
   A city of free thought and expression
   A model of citizen involvement

9. Please describe your experience and knowledge of local government finance.

I have read and tried to understand published budgets for the state of California, County of Los Angeles, and the city of Palmdale. I have read and understood the published budgets of CALSTRS and CALPRS. I have tried to understand the budget for high speed rail in California.

10. Please describe how you will contribute to the Measure AV Oversight Committee.

I will do my best to insure wisdom, accountability, a measurement system for goal accomplishment and make sure there are reasonable strategies in place to achieve the goals.

11. Please list three items you personally think, if funded appropriately, could increase the quality of life in Palmdale.

Better quality public education for grades K - 12. Increased awareness and usage of the Palmdale Campus of the Antelope Valley College, and better use of public transportation.

Education, Training and Experience:

School	Name & Address	No. of Years Completed	Did you Graduate?	Degree or Diploma	GPA (i.e., A=4.0)
High School	James Monroe High School 9229 Haskell Ave North Hills, Ca 91343	4	Yes X No	General Education	2.0
College / University	Pierce College 6204 Winnetka Ave Woodland Hills, CA 91371	2	Yes X No	AA, Business	3.5
Vocational	On going continuing education For licensing and credential		Yes No	Series 7, series 66 financial Licenses and CPFA Credential	
Other					

Employment History

List below all present and past employment for the last ten (10) years starting with your most recent employer. Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer: Malibu Canyon Wealth Management

Address: 24007 Ventura Blvd. Calabasas, CA 91302
No. Street City State Zip

Type of Business: Financial Advisory, RIA and Broker through LPL Financial

Telephone No. (818) 639-3020 Your Supervisor's Name: Paul Gross

Your Position and Duties: Financial advisory. Help individual and businesses with investment advice and accomplishment of financial goals

Major Accomplishments: I have been in the consumer finance business since 1976. Too many to enumerate.

Dates of Employment: From 01/02/2021 To Presently employed

Reason for Leaving: N/A

Upon leaving, were you eligible for rehire? Yes X No ___

Name of Employer: Waddell & Reed

Address: No longer in business. The company was sold to LPL Finance
No. Street City State Zip

Type of Business: Same as above

Telephone No. (____) _____ Your Supervisor's Name: _____

Your Position and Duties: Same as above

Major Accomplishments: Same as above

Dates of Employment: From 2015 To 2021

Reason for Leaving: N/A.

Upon leaving, were you eligible for rehire? Yes X No ___

Name of Employer: Edward Jones.

Address: 44345 Lowtree Ave. Lancaster, CA. 93534
No. Street City State Zip

Type of Business: Financial planning and investment

Telephone No. (661) 940-5624 Your Supervisor's Name: Steve Angebrandt

Your Position and Duties: Same as above

Major Accomplishments: Same as above

Dates of Employment: From 2011 To 2015

Reason for Leaving: Better Opportunity

Upon leaving, were you eligible for rehire? Yes X No ___

References
List below three persons not related to you who have knowledge of your civic activity within the last three years.

Name: Ronald Kagan.
Address: [redacted]
No. Street City State Zip
Occupation: [redacted]
Telephone No. ([redacted]) [redacted] Number of Years Acquainted: 20 +

Name: Eli Colvin

Address: [redacted]

No. Street City State Zip

Occupation: [redacted]

Telephone No. ([redacted]) [redacted] Number of Years Acquainted: 15

Name Alejandro Gutierrez

Address: [redacted]

No. Street City State Zip

Occupation [redacted]

Telephone No. ([redacted]) [redacted] Number of Years Acquainted: 20 +

Please read carefully, initial each paragraph and sign below:

I hereby certify that the answers given by me on this application are true and correct to the best of my knowledge, and that I have not withheld any information that might adversely affect my chances for appointment. I understand that any misstatement or omission of fact on this application or any documents used to obtain an appointment may result in rejection of this application or immediate discharge if I am appointed, regardless of the time elapsed before discovery of the misstatement or omission. I further
certify that I, the applicant, have personally completed this application FLC (**Initials**)

I hereby authorize the City of Palmdale to investigate my references, prior employers, work record, education, and other matters related to my suitability for appointment and further, authorize the references I have listed, all prior employers, and all educational institutions attended, to disclose to the City of Palmdale any and all letters, reports, and other information related to my records, including, but not limited to, my performance reviews and evaluations, discipline, commendations, awards, and all other employment information, without giving me prior notice of such disclosure. By providing this page of the application to the references, prior employers, and educational institutions attended, I release them, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities for providing the City of Palmdale with all information. I release the City of Palmdale, its agents, employees, and representatives, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities that may result from any use or disclosure of such information by the City of Palmdale, or any of its agents, employees, and representatives. FLC (**Initials**)

I further understand and agree that as a condition to being appointed to the Measure AV Oversight Committee, I will be required to agree to conduct myself in accordance with the City of Palmdale's personnel practices and policies as set forth in the Human Resources Rules, the Brown Act, the Public Records Act, and the Measure AV Oversight Committee Rules of Procedures, copies of which I will be provided and will review prior to accepting an appointment to the Measure AV Oversight Committee. To the fullest extent permitted by law, I expressly consent to, and I waive any rights of privacy I might otherwise have in connection with the City's Human Resources Rules in general and the above-described sections in particular. ____ (**Initials**)

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 this Measure AV Oversight Committee position and that such information collected during the check will be kept confidential FLC (**Initials**)

Volunteer Information:
REASONABLE ACCOMMODATIONS: Based on your understanding of the Volunteer Program, will

you require any special accommodations to apply and/or participate as a volunteer? ☐ Yes ☒ No
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: Python

In Case of Emergency:
Whom should we notify? [redacted] [redacted]
Name Relationship to Applicant

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.)

AUTHORIZATION AND RELEASE

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 1st. day of March., 2023

Applicant's Signature : Larry E. Colton

Applicants are encouraged to attach a resume.

Applications may be mailed (postmarked the date of the deadline), e-mailed to cityclerkdepartment@cityofpalmdale.org or hand delivered to the office of the City Clerk at 38300 Sierra Hwy., Ste. C, Palmdale, CA 93550

For additional information, please contact the City Clerk at 661/267-5151

UNITED STATES DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. Census Bureau
Regional Census Center
NORTHRIDGE, CA 91324-2406

Mr. Larry Coltin
[redacted]

September 1, 2010

Dear Larry,

I am enclosing a formal letter of recommendation for the excellent work you did on Census 2010. I want to personally thank you for all of your contributions that made the past year an amazing and rewarding experience.

Some memories: That LONG drive into trainings in the valley!

"I know I put those boxes of 170D's somewhere…"

Our admin day run through!

Your unending patience with Dave and his "Plan the work, work the plan"!

You are a master at assigning the right person to the right task and handling difficult situations!

Larry, it has been a pleasure and a privilege having you on my team. See you in 2020!

Sincerely,

Debra Ryan
Area Manager

U.S. GOVERNMENT PRINTING OFFICE: 2008—745-242/80133

UNITED STATES DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. Census Bureau
Regional Census Center
NORTHRIDGE, CA 91324-2406

September 1, 2010

Letter of Recommendation – Larry Coltin

Larry Coltin was employed by the U.S. Department of Commerce, Bureau of the Census during Census 2010 as Assistant Manager for Administration. As AMA, Mr. Coltin has provided unwavering leadership to over 30 clerks and supervisors in the Santa Clarita Local Census Office (LCO) in the Los Angeles Region. Furthermore, Mr. Coltin has overseen the selection, processing and payroll for over 1200 enumerators and support staff during 10 operations, reviewing completed work for accuracy and assuring that deadlines are met.

As part of his responsibilities, Mr. Coltin maintained personnel payroll records, provided administrative management information reports to the LCOM and other management personnel, and maintained office facilities through an effective relationship with building management, and coordinated all supply requisitioning for the office and field staff.

Mr. Coltin is an intelligent and motivated individual. He has consistently performed effectively and efficiently under stringent time constraints. On a daily basis, he has dealt with a variety of personnel within and outside the Santa Clarita LCO, and was ultimately responsible for accurate weekly pay checks of over 1200 temporary employees. His attention to detail is exceptional, and he has repeatedly proven himself to be an excellent employee. His commitment led to the successful closeout of all Census 2010 operations in the Santa Clarita LCO!

If you would like additional information about Mr. Coltin, you can telephone me at (818) 522-6384.

Sincerely,

Debra Ryan
Area Manager

GPO U.S. GOVERNMENT PRINTING OFFICE: 2008—745-242/80133

Assistant Manager for Administration MR-SD0200
AD-0301-00

Introduction

This position is located in one of the Census Bureau's temporary Early Local Census Office (LCO)/Local Census Office (LCO) established to conduct the 2010 Census.

This position coordinates and supervises the office administrative operations of the ELCO/LCO.

This is a temporary Schedule A, Excepted Service position established in accordance with Title 13 United States Code. The not-to-exceed date for this position is 09/30/10.

FLSA

The incumbent is exempt from the minimum pay and overtime provisions of the Fair Labor Standards Act (as amended by P.L. 93-259) based on the presence of duties which are identified with exemption criteria.

Duties and Responsibilities

Responsible for supervising and managing the payroll, supply requisitioning, and other administrative activities. Assures these activities are accomplished efficiently and expeditiously. Supervises the Office Operations Supervisors and up to 10 clerks. May also assist with recruiting activities.

Supervises the daily processing of payroll, personnel, and other administrative documents.

Monitors day-to-day selection, payroll, and personnel activities, reviewing completed work for accuracy and assuring that time schedules are met.

Oversees payroll and personnel activities, helps maintain the flow and quality of work to meet deadlines. Monitors work status and makes adjustments to expedite production.

Maintains working personnel payroll records which contain information covered by the Privacy Act.

Provides administrative management information reports to the Office Manager and other management personnel.

Maintains office facilities through an effective relationship with leasers or office building managers.

Responsible for the approval of supply and material equipment requisitions, as needed to ensure continuity of office operations. Assists in setting up and closing the ELCO/LCO, assuring minimal waste of excess supplies and equipment.

Through the use of manuals and on-the-job training, provides for the development of administrative staff.

Prepares and/or reviews and analyses financial, quality, and progress reports relating program expenditures and accomplishments. Assures the administrative operations are conducted within prescribed time schedules and budget allocations. Identifies problems and communicates clearly and persuasively the action associated with encountered problems. Assists as the principal technical advisor on administrative operations in the LCO answering inquiries from the Office Operations Supervisor and providing guidance to LCO employees.

Responsible for applying the principles of Equal Employment Opportunity (EEO) in the ELCO/LCO. Applies EEO principles in hiring practices, training, employee development, and utilization of employee skills. Periodically reviews the status of the EEO program and takes steps to improve program.

Incumbent is delegated authority for Schedule A appointments in connection with the 2010 Census.

Position Controls

Incumbent works under the supervision of the Local Census Office Manager. He/she receives training and detailed guidelines through classroom training, manuals, memoranda, briefing sessions, and on-the-job training. Incumbent makes decisions affecting day-to-day administrative matters, referring complex problems and policy questions to the Local Census Office Manager.

UNITED STATES DEPARTMENT OF COMMERCE
Economics and Statistics Administration
U.S. Census Bureau
Washington, DC 20233-0001

Dear 2010 Census Employee:

Thank you for your outstanding efforts to make the 2010 Census a success!

Together, we produced a wonderful gift to our fellow Americans–the 23rd Census of the United States. Conducting the decennial census is a massive and vitally important undertaking—one which the U.S. Census Bureau could accomplish only with the dedication of employees like you. The scope of this census was vast. There were new uses of technology, innovative and greatly expanded operations, more customized local and regional programs, and massive outreach efforts through an unprecedented integrated communications program. The development of multi-language products covering 60 languages; our presence on social networks such as Facebook and Twitter; and numerous other outreach efforts have opened new doors to reach and inform the public on the importance of the census. Thanks to the hard work of dedicated Census Bureau employees like you, we achieved a successful mail participation rate of 72 percent.

Please accept the enclosed Certificate of Appreciation for your service and cooperation as a token of my recognition that we could not have done this without you. Your service to the country is appreciated.

Again, I extend my thanks to you for a job well done!

Sincerely,

Robert M. Groves

Robert M. Groves
Director

Print

Measure AV Oversight Committee Application - Submission #38878

Date Submitted: 3/16/2023

CITY OF PALMDALE

Office of the City Clerk
38300 Sierra Highway, Suite C
Palmdale, CA 93550
(661) 267-5151

Measure AV Oversight Committee 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.

Measure AV Oversight Committee Information: District 2

Name*

Steven Hutson

Date

3/16/2023

Business Telephone

[redacted]

Home Telephone

[redacted]

Cell Phone*

[redacted]

Possession of a valid California driver's license and the ability to be insured with the City's insurance carrier is required.

Present Address*

[redacted]

City

Palmdale

State

CA

Zip Code

[redacted]

Permanent Address if different from present address

N/A

City

State

Zip Code

Personal Information

(Please attach additional sheets, if necessary.)

Are you currently serving as an elected city or county official? If yes, please explain.*

- ○ Yes
- ◉ No

Please Explain

Do you or any members of your immediate family own any interest in any enterprise which does or might do business with the City and/or the Board/Commission? *

- ○ Yes
- ◉ No

Do you or any members of your immediate family own any interest in any real property adjacent to or within the City of Palmdale?*

- ◉ Yes
- ○ No

Do you or any members of your immediate family have any interests or associations which might present a conflict of interest?*

- ○ Yes
- ◉ No

List all current organizations and societies of which you are a member.

Association of American Literary Agents

Describe any public service experience serving on a commission or public body?

City of Palmdale
Mobile Home Rent Review Board
Board of Library Trustees
Housing Authority

Why do you want to serve on the Measure AV Oversight Committee?

To serve my community

What is your vision for Palmdale?

Economic progress for my city

Please describe your experience and knowledge of local government finance.

During my service on the Library Trustees, and Housing Authority, I contributed to discussions about agency budgets.

Please describe how you will contribute to the Measure AV Oversight Committee.

I will have a perspective for how to prioritize competing interests.

Please list three items you personally think, if funded appropriately, could increase the quality of life in Palmdale.

New library branch
After-school programs
Road repairs

Education, Training and Experience

High School

Name*

John Marrshall High School

Address*

3939 Tracy St, Los Angeles

Number of Years Completed*

3

Did you Graduate?*

- (•) Yes
- ( ) No

Degree or Diploma*

Diploma

GPA (i.e., A=4.0)*

3.04

College/University

Name

Los Angeles City College

Address

Vermont Ave, Los Angeles

Number of Years Completed

2

Did you graduate?

- ( ) Yes
- (•) No

Degree or Diploma

None

GPA (i.e., A=4.0)

Unknown

Vocational

Name

None

Address

Number of Years Completed

Did you graduate?

- ( ) Yes
- ( ) No

Degree or Diploma

GPA (i.e., A=4.0)

Other

American Red Cross, Water Safety Instructor

Employment History

List below all present and past employment for the last ten (10) years starting with your most recent employer. Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer

WordWise Media Services (Self)

Address

4083 Avenue L, Suite 255 Lancaster, CA 93536

Type of Business

Literary agency, consultancy

Telephone Number

661-609-4275

Your Supervisor's Name

Self

Your Position and Duties

Literary agent. Seek out authors with worthy books, to solicit deals with publishers

Major Accomplishments

Dozens of book deals, mentoring hundreds of writers

Dates of Employment **From** **To**

2/1/2011 3/16/2023

Reason for Leaving

Not applicable

Upon leaving, were you eligible for rehire?

- (•) Yes
- ( ) No

Name of Employer

Address

Type of Business

Telephone Number

Your Supervisor's Name

Your Position and Duties

Major Accomplishments

Dates of Employment **From** mm/dd/yyyy **To** mm/dd/yyyy

Reason for Leaving

Upon leaving, were you eligible for rehire?

- Yes
- No

Name of Employer

Address

Type of Business

Telephone Number

Your Supervisor's Name

Your Position and Duties

Major Accomplishments

Dates of Employment **From** mm/dd/yyyy **To** mm/dd/yyyy

Reason for Leaving

Upon leaving, were you eligible for rehire?

- Yes
- No

References

List below three persons not related to you who have knowledge of your civic activity within the last three years.

Name

David D. Owens

Address

[redacted]

City [redacted]

State CA

Zip Code [redacted]

Occupation

[redacted]

Telephone Number

[redacted]

Number of Years Acquainted

32

Name

Bill Kropp

Address

[redacted]

City

[redacted]

State

CA

Zip Code

Occupation

[redacted]

Telephone Number

[redacted]

Number of Years Acquainted

40

Name

Robert Simmons

Address

[redacted]

City

[redacted]

State

CA

Zip Code

[redacted]

Occupation

[redacted]

Telephone Number

[redacted]

Number of Years Acquainted

30

Please read carefully, initial each paragraph and sign below:

I hereby certify that the answers given by me on this application are true and correct to the best of my knowledge, and that I have not withheld any information that might adversely affect my chances for appointment. I understand that any misstatement or omission of fact on this application or any documents used to obtain an appointment may result in rejection of this application or immediate discharge if I am appointed, regardless of the time elapsed before discovery of the misstatement or omission. I further certify that I, the applicant, have personally completed this application

Initials*

sh

I hereby authorize the City of Palmdale to investigate my references, prior employers, work record, education, and other matters related to my suitability for appointment and further, authorize the references I have listed, all prior employers, and all educational institutions attended, to disclose to the City of Palmdale any and all letters, reports, and other information related to my records, including, but not limited to, my performance reviews and evaluations, discipline, commendations, awards, and all other employment information, without giving me prior notice of such disclosure. By providing this page of the application to the references, prior employers, and educational institutions attended, I release them, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities for providing the City of Palmdale with all information. I release the City of Palmdale, its agents, employees, and representatives, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities that may result from any use or disclosure of such information by the City of Palmdale, or any of its agents, employees, and representatives.

Initials*

sh

I further understand and agree that as a condition to being appointed to the Measure AV Oversight Committee, I will be required to agree to conduct myself in accordance with the City of Palmdale's personnel practices and policies as set forth in the Human Resources Rules, the Brown Act, the Public Records Act, and the Measure AV Oversight Committee Rules of Procedures, copies of which I will be provided and will review prior to accepting an appointment to the Measure AV Oversight Committee. To the fullest extent permitted by law, I expressly consent to, and I waive any rights of privacy I might otherwise have in connection with the City's Human Resources Rules in general and the above-described sections in particular.

Initials*

sh

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 this Measure AV Oversight Committee position and that such information collected during the check will be kept confidential.

Initials*

sh

Volunteer Information

REASONABLE ACCOMMODATIONS

Based on your understanding of the Volunteer Program, will you require any special accommodations to apply and/or participate as a volunteer?

- ( ) Yes
- (•) No

What reasonable accommodations would be necessary to assist you in this area?

Foreign Language

None

Do you?

- [ ] Speak
- [ ] Read
- [ ] Write

Foreign Language

Do you?

- [x] Speak
- [ ] Read
- [ ] Write

Specialized training/skills:

Sales

Computer Skills

- [x] Word
- [x] Excel
- [ ] Access
- [ ] Publisher
- [ ] Photoshop
- [ ] Adobe Creator
- [ ] PowerPoint
- [ ] Other

Other

In Case of Emergency

Whom should we notify?

Name*

[redacted]

Relationship

[redacted]

Home Phone

[redacted]

Work Phone

[redacted]

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 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

3/16/2023

Electronic Signature Agreement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☑ I agree.

Electronic Signature

Steven L. Hutson

Applicants are encouraged to attach a resume.

Choose File No file chosen

From: noreply@civicplus.com
To: Rochelle Scott; Roxanne Faber
Subject: Online Form Submittal: Measure AV Oversight Committee Application
Date: Thursday, February 9, 2023 1:35:41 PM

CAUTION: This email originated from outside of the organization.

Measure AV Oversight Committee Application

Office of the City Clerk
38300 Sierra Highway, Suite C
Palmdale, CA 93550
(661) 267-5151

Measure AV Oversight Committee 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.

Measure AV Oversight Committee Information:

Name	Diana Love	District 2
Date	2/9/2023	
Business Telephone	000-000-0000	
Home Telephone	000-000-0000	
Cell Phone	[redacted]	

Possession of a valid California driver's license and the ability to be insured with the City's insurance carrier is required.

Present Address	[redacted]
City	Palmdale

State	California
Zip Code	[redacted]
Permanent Address if different from present address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*
	(Section Break)

Personal Information

(Please attach additional sheets, if necessary.)

Are you currently serving as an elected city or county official? If yes, please explain.	No
Do you or any members of your immediate family own any interest in any enterprise which does or might do business with the City and/or the Board/Commission?	No
Do you or any members of your immediate family own any interest in any real property adjacent to or within the City of Palmdale?	No
Do you or any members of your immediate family have any interests or associations which	No

might present a conflict of interest?	
List all current organizations and societies of which you are a member.	Forget Us Not Community Services Mental Health of America Los Angeles (AV) AARP Court Appointed Special Advocate for Children (CASA) County and State Democratic Party
Describe any public service experience serving on a commission or public body?	City of Palmdale Mobile Home Rental Review Board Los Angeles County Commission for Older Adults State of California Contractors State License Board California Senior Legislature
Why do you want to serve on the Measure AV Oversight Committee?	To foster growth of healthy living, promote local businesses and non-profits throughout the City of Palmdale for sustainable living and enhance the workforce;
What is your vision for Palmdale?	To unite residents and provide a safe, healthy environment. To have equal housing and recreational opportunities for all districts. To demonstrate good and sound judgement based on the city's General Plan and Zoning Ordinance. To promote good businesses (family and local).
Please describe your experience and knowledge of local government finance.	Preparing FEC and FPPC reports. Candidate experience, Experience as a fiscal/treasurer of organizations and clubs. Working with spreadsheets.
Please describe how you will contribute to the Measure AV Oversight Committee.	I will bring effective communication, critical thinking, following rules of procedures and maintain the highest ethical standards in both personal and official conduct. I will bring my present and past working history with reading and preparing documentation, filing reports and attending meetings. Respecting and upholding confidentiality.
Please list three items you personally think, if funded appropriately, could increase the quality of life in Palmdale.	Programs that will empower students to realize their growth and potential Recreational spaces for the youth/family to be a unit Local family oriented businesses

(Section Break)

Education, Training and Experience

High School

Name	Hughes
Address	Cincinnati, Ohio
Number of Years Completed	12
Did you Graduate?	Yes
Degree or Diploma	Dipolma
GPA (i.e., A=4.0)	4.0

College/University

Name	LA Mission College
Address	13356 Eldridge Ave, Sylmar
Number of Years Completed	4
Did you graduate?	Yes
Degree or Diploma	Degree
GPA (i.e., A=4.0)	3.8

Vocational

Name	*Field not completed.*
Address	*Field not completed.*
Number of Years Completed	*Field not completed.*
Did you graduate?	*Field not completed.*
Degree or Diploma	*Field not completed.*
GPA (i.e., A=4.0)	*Field not completed.*
Other	*Field not completed.*

(Section Break)

Employment History

List below all present and past employment for the last ten (10) years starting with your most recent employer. Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer	Office of Violence Prevention
Address	1000 S Fremont Ave, Alhambra, CA 91803
Type of Business	Department of Public Health
Telephone Number	213-491-3700
Your Supervisor's Name	Miguel Perla
Your Position and Duties	Community Health Worker To support community engagement, provide peer outreach and support to Community Action for Peace networks and outreach at community events to promote peace building activities.
Major Accomplishments	Working work the community to bring resources
Dates of Employment	
From	9/7/2022
To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	*Field not completed.*

(Section Break)

Name of Employer	*Field not completed.*
Address	*Field not completed.*
Type of Business	*Field not completed.*
Telephone Number	*Field not completed.*
Your Supervisor's	*Field not completed.*

Name	
Your Position and Duties	*Field not completed.*
Major Accomplishments	*Field not completed.*
Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	*Field not completed.*
(Section Break)	
Name of Employer	*Field not completed.*
Address	*Field not completed.*
Type of Business	*Field not completed.*
Telephone Number	*Field not completed.*
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	*Field not completed.*
Major Accomplishments	*Field not completed.*
Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	*Field not completed.*
(Section Break)	

References

List below three persons not related to you who have knowledge of your civic activity within the last three years.

Name	Carolyn Fowler
Address	[redacted]
City	[redacted]
State	[redacted]
Zip Code	*Field not completed.*
Occupation	[redacted]
Telephone Number	[redacted]
Number of Years Acquainted	15

(Section Break)

Name	Kevin Pikkel
Address	[redacted]
City	[redacted]
State	[redacted]
Zip Code	*Field not completed.*
Occupation	[redacted]
Telephone Number	[redacted]
Number of Years Acquainted	10

(Section Break)

Name	Guillermo Medina
Address	[redacted]
City	[redacted]
State	[redacted]

Zip Code	*Field not completed.*
Occupation	[redacted]
Telephone Number	[redacted]
Number of Years Acquainted	15

(Section Break)

Please read carefully, initial each paragraph and sign below:

I hereby certify that the answers given by me on this application are true and correct to the best of my knowledge, and that I have not withheld any information that might adversely affect my chances for appointment. I understand that any misstatement or omission of fact on this application or any documents used to obtain an appointment may result in rejection of this application or immediate discharge if I am appointed, regardless of the time elapsed before discovery of the misstatement or omission. I further certify that I, the applicant, have personally completed this application

Initials	DL

I hereby authorize the City of Palmdale to investigate my references, prior employers, work record, education, and other matters related to my suitability for appointment and further, authorize the references I have listed, all prior employers, and all educational institutions attended, to disclose to the City of Palmdale any and all letters, reports, and other information related to my records, including, but not limited to, my performance reviews and evaluations, discipline, commendations, awards, and all other employment information, without giving me prior notice of such disclosure. By providing this page of the application to the references, prior employers, and educational institutions attended, I release them, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities for providing the City of Palmdale with all information. I release the City of Palmdale, its agents, employees, and representatives, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities that may result from any use or disclosure of such information by the City of Palmdale, or any of its agents, employees, and representatives.

Initials	DL

I further understand and agree that as a condition to being appointed to the Measure AV Oversight Committee, I will be required to agree to conduct myself in accordance with the City of Palmdale's personnel practices and policies as set forth in the Human Resources Rules, the Brown Act, the Public Records Act, and the Measure AV Oversight Committee Rules of Procedures, copies of which I will be provided and will review prior to accepting an appointment to the Measure AV Oversight Committee. To the fullest extent permitted by law, I expressly consent to, and I waive any rights of privacy I might otherwise have in connection with the City's Human Resources Rules in general and the above-described sections in particular.

Initials	DL

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 this Measure AV Oversight Committee position and that such information collected during the check will be kept confidential.

Initials	DL

(Section Break)

Volunteer Information

REASONABLE ACCOMMODATIONS	No
Foreign Language	*Field not completed.*
Do you?	*Field not completed.*
Foreign Language	*Field not completed.*
Do you?	*Field not completed.*
Specialized training/skills:	*Field not completed.*

Computer Skills	Word, Photoshop, Excel, Access, PowerPoint, Publisher

(Section Break)

In Case of Emergency

Whom should we notify?

Name	[redacted]
Relationship	[redacted]
Home Phone	[redacted]
Work Phone	000-000-0000
Do you have any medical history that we should be aware of in the event of an emergency? (Allergies, medications, etc.)	None

(Section Break)

AUTHORIZATION AND RELEASE

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	2/9/2023
Electronic Signature Agreement	I agree.
Electronic Signature	Diana Love
Applicants are	*Field not completed.*

encouraged to attach a resume.

Email not displaying correctly? View it in your browser.

Received By:
MAR 20 2023
City Clerk Dept.

PALMDALE
a place to call home

Office of the City Clerk
38300 Sierra Highway, Suite C
Palmdale, CA 93550
(661) 267-5151

Measure AV Oversight Committee 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.

Measure AV Oversight Committee Information:

Date 3-17-23

Please Print

Name Roman (Last) Samuel (First) District 2 (Middle)

Business Telephone ([redacted]) [redacted] Home Telephone ([redacted]) [redacted]

Cell Phone ([redacted]) [redacted]

Possession of a valid California driver's license and the ability to be insured with the City's insurance carrier is required.

Present Address [redacted] (No. Street) [redacted] (City) [redacted] (State) [redacted] (Zip)

Permanent Address if different from present address

(No. Street) (City) (State) (Zip)

Personal Information
(Please attach additional sheets, if necessary.)

1. Yes ☐ No ☑ Are you currently serving as an elected city or county official? If yes, please explain. If no, type N/A

   N/A

2. Yes ☑ No ☐ Do you or any members of your immediate family own any interest in any enterprise which does or might do business with the City and/or the Board/Commission?

3. Yes ☑ No ☐ Do you or any members of your immediate family own any interest in any real property adjacent to or within the City of Palmdale?

4. Yes ☑ No ☐ Do you or any members of your immediate family have any interests or associations which might present a conflict of interest?

5. List all current organizations and societies of which you are a member.

   AV Hispanic Chamber of Commerce
   Latinos Americanos en Action
   AV Lulac
   Amigos de La Feria Tavera Fundation

6. Describe any public service experience serving on a commission or public body?

   25 Years Serving the Community

7. Why do you want to serve on the Measure AV Oversight Committee?

   As a business owner in the city of Palmdale for 25 years, I want to join the committee to ensure the founding goes to the correct organizations.

8. What is your vision for Palmdale?

   Being a resident as well as owning multiple business in the city of Palmdale, my vision is to always better and strengthen our community.

9. Please describe your experience and knowledge of local government finance.

While I don't personally have much experience with the local government, I've worked with many different organizations and have also owned different business and can use the knowledge that I've gained with finances with the committee.

10. Please describe how you will contribute to the Measure AV Oversight Committee.

My contribution will be my time as well as the experience that I have working with the many different organizations in the City and being able to work as a team to better the committee.

11. Please list three items you personally think, if funded appropriately, could increase the quality of life in Palmdale.

Education, Training and Experience:

School	Name & Address	No. of Years Completed	Did you Graduate?	Degree or Diploma	GPA (i.e., A=4.0)
High School	Zactecas Mexico	Four	Yes ☑ No ☐	Diploma	3.0
College / University			Yes ☐ No ☐		
Vocational			Yes ☑ No ☐		
Other					

Employment History

List below all present and past employment for the last ten (10) years starting with your most recent employer. Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer: Sam's Silkscreening

Address: 39360 3rd street East Unit 207 (No. Street) Palmdale (City) Ca. (State) 93551 (Zip)

Type of Business: Printing and Promotional Business

Telephone No. (661) 9474531 Your Supervisor's Name: _____

Your Position and Duties: Owner

Major Accomplishments: 25 years in Buiness

Dates of Employment: From 1997 To _____

Reason for Leaving: N/A

Upon leaving, were you eligible for rehire? Yes ☐ No ☐

Name of Employer: _____

Address: _____
No. Street City State Zip

Type of Business: _____

Telephone No. (____) _____ Your Supervisor's Name: _____

Your Position and Duties: _____

Major Accomplishments: _____

Dates of Employment: From _____ To _____

Reason for Leaving: _____

Upon leaving, were you eligible for rehire? Yes ☐ No ☐

Name of Employer: _____

Address: _____
No. Street City State Zip

Type of Business: _____

Telephone No. (____) _____ Your Supervisor's Name: _____

Your Position and Duties: _____

Major Accomplishments: _____

Dates of Employment: From _____ To _____

Reason for Leaving: _____

Upon leaving, were you eligible for rehire? Yes ☐ No ☐

References

List below three persons not related to you who have knowledge of your civic activity within the last three years.

Name: Raul Maldonado

Address: [redacted]
No. Street City State Zip

Occupation: [redacted]

Telephone No. ([redacted]) [redacted] Number of Years Acquainted: 20

Name: Hervi Estrada

Address [redacted]

No. Street City State Zip

Occupation: [redacted]

Telephone No. ([redacted]) [redacted] Number of Years Acquainted: 25

Name Jessie Caucho

Address: [redacted]

No. Street City State Zip

Occupation

Telephone No. ([redacted]) [redacted] Number of Years Acquainted: 23

Please read carefully, initial each paragraph and sign below:

I hereby certify that the answers given by me on this application are true and correct to the best of my knowledge, and that I have not withheld any information that might adversely affect my chances for appointment. I understand that any misstatement or omission of fact on this application or any documents used to obtain an appointment may result in rejection of this application or immediate discharge if I am appointed, regardless of the time elapsed before discovery of the misstatement or omission. I further
certify that I, the applicant, have personally completed this application. SR **(Initials)**

I hereby authorize the City of Palmdale to investigate my references, prior employers, work record, education, and other matters related to my suitability for appointment and further, authorize the references I have listed, all prior employers, and all educational institutions attended, to disclose to the City of Palmdale any and all letters, reports, and other information related to my records, including, but not limited to, my performance reviews and evaluations, discipline, commendations, awards, and all other employment information, without giving me prior notice of such disclosure. By providing this page of the application to the references, prior employers, and educational institutions attended, I release them, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities for providing the City of Palmdale with all information. I release the City of Palmdale, its agents, employees, and representatives, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities that may result from any use or disclosure of such information by the City of Palmdale, or any of its agents, employees, and representatives. SR **(Initials)**

I further understand and agree that as a condition to being appointed to the Measure AV Oversight Committee, I will be required to agree to conduct myself in accordance with the City of Palmdale's personnel practices and policies as set forth in the Human Resources Rules, the Brown Act, the Public Records Act, and the Measure AV Oversight Committee Rules of Procedures, copies of which I will be provided and will review prior to accepting an appointment to the Measure AV Oversight Committee. To the fullest extent permitted by law, I expressly consent to, and I waive any rights of privacy I might otherwise have in connection with the City's Human Resources Rules in general and the above-described sections in particular. SR **(Initials)**

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 this Measure AV Oversight Committee position and that such information collected during the check will be kept confidential. SR **(Initials)**

Volunteer Information:
REASONABLE ACCOMMODATIONS: Based on your understanding of the Volunteer Program, will

you require any special accommodations to apply and/or participate as a volunteer? ☐ Yes ☑ 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: _____

In Case of Emergency:

Whom should we notify? [redacted] _____ [redacted]

Name Relationship to Applicant

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.)

N/A

AUTHORIZATION AND RELEASE

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 17 day of March, 20 23

Applicant's Signature : _____

Applicants are encouraged to attach a resume.

Applications may be mailed (postmarked the date of the deadline), e-mailed to cityclerkdepartment@cityofpalmdale.org or hand delivered to the office of the City Clerk at 38300 Sierra Hwy., Ste. C, Palmdale, CA 93550

For additional information, please contact the City Clerk at 661/267-5151

PALMDALE
a place to call home

Office of the City Clerk
38300 Sierra Highway, Suite C
Palmdale, CA 93550
(661) 267-5151

Measure AV Oversight Committee 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.

Measure AV Oversight Committee Information:

Date 3/24/2023

Please Print

Name Vaccaro-Fry, Judy A. District 2

Business Telephone [redacted] Home Telephone (__) _____

Cell Phone [redacted]

Possession of a valid California driver's license and the ability to be insured with the City's insurance carrier is required.

Present Address: [redacted]

Permanent Address if different from present address

_____

No. Street City State Zip

Personal Information
(Please attach additional sheets, if necessary.)

1. Yes X No ___ Are you currently serving as an elected city or county official? If yes, please explain. If no, type N/A current Measure AV Oversight

2. Yes _____ No X Do you or any members of your immediate family own any interest in any enterprise which does or might do business with the City and/or the Board/Commission?

3. Yes X [redacted] No _____ Do you or any members of your immediate family own any interest in any real property adjacent to or within the City of Palmdale?

4. Yes _____ No X Do you or any members of your immediate family have any interests or associations which might present a conflict of interest?

5. List all current organizations and societies of which you are a member.
see attached

6. Describe any public service experience serving on a commission or public body?
see attached

7. Why do you want to serve on the Measure AV Oversight Committee?
I like to be involved in what is happening in my city. Change happens on a local level & I like keeping informed about what affects me, my family, my employer, and my staff. Allows me to make informed decisions.

8. What is your vision for Palmdale?

I'd also like to see more weekend activities and available establishments for youths which will keep them out of trouble. I'd like to see events and establishments continue to grow and keep the fun in the AV as opposed to having to commute elsewhere. I'd like to see this area grow with quality establishments. Palmdale should be the destination, not the beginning of the journey. Increase the availability of quality single family homes.

9. Please describe your experience and knowledge of local government finance.

Current CFO of a public transportation agency: FY23: $35 million operating budget, $42 million capital budget, Key participant in five FTA Triennial reviews, current member of the AV College Foundation Finance Board

10. Please describe how you will contribute to the Measure AV Oversight Committee.

Provide a well thought out, educated, reasonable, and common sense viewpoint. Work with local community staff and leaders to further the infrastructure and quality of life to the city that I call home.

11. Please list three items you personally think, if funded appropriately, could increase the quality of life in Palmdale.

ROLLER SKATING RINK!! DAVE & BUSTERS!! a replacement for Mulligans & a few Friday/Weekend night places

Education, Training and Experience:

School	Name & Address	No. of Years Completed	Did you Graduate?	Degree or Diploma	GPA (i.e., A=4.0)
High School	Birmingham / Independence	3	Yes XX No _____		
College / University	University of Phoenix		Yes XX No _____		
Vocational			Yes No		
Other	Grand Canyon University		Yes	Masters of Science x 2	3.85 3.70

Employment History

List below all present and past employment for the last ten (10) years starting with your most recent employer. Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer: Antelope Valley Transit Authority, 42210 6th St. West, Lancaster CA 93534

Type of Business: Public Transportation

Telephone No. (661) 729.2234 Your Supervisor's Name: Martin Tompkins

Your Position and Duties: Chief Financial Officer, Grants Manager, Government Relations

Major Accomplishments: awarded ½ BILLION in grant funds, two-time Low No grant awardee, 5 for 5 TIRCP grant awardee.

Dates of Employment: From: AUG 2007 To: PRESENT

Reason for Leaving: presently employed

Upon leaving, were you eligible for rehire? Yes ___ No____

Name of Employer: _____

Address:_____
No. Street City State Zip

Type of Business: _____

Telephone No. (____) _____ Your Supervisor's Name: _____

Your Position and Duties: _____

Major Accomplishments: _____

Dates of Employment: From_____ To_____

Reason for Leaving: _____

Upon leaving, were you eligible for rehire? Yes ___ No____

Name of Employer: _____

Address:_____
No. Street City State Zip

Type of Business: _____

Telephone No. (____)_____ Your Supervisor's Name:

Your Position and Duties:

Major Accomplishments: _____

Dates of Employment: From_____ To_____

Reason for Leaving: _____

Upon leaving, were you eligible for rehire? Yes ___ No____

References

List below three persons not related to you who have knowledge of your civic activity within the last three years.

Name: Diane Knippel [redacted]
Address:
No. Street City State Zip
Occupation:
Telephone No. [redacted]) [redacted] Number of Years Acquainted: 10

Name:
Address:

Mike Miller - Assistant City Manager

No. Street City State Zip

Occupation:

Telephone No. [redacted] Number of Years Acquainted: 9

Name: Candace Vanderhyde

Address:

[redacted] Zip

Occupation [redacted]

Telephone No. [redacted] Number of Years Acquainted: 10

Please read carefully, initial each paragraph and sign below:

I hereby certify that the answers given by me on this application are true and correct to the best of my knowledge, and that I have not withheld any information that might adversely affect my chances for appointment. I understand that any misstatement or omission of fact on this application or any documents used to obtain an appointment may result in rejection of this application or immediate discharge if I am appointed, regardless of the time elapsed before discovery of the misstatement or omission. I further
certify that I, the applicant, have personally completed this application. JVF (**Initials**)

I hereby authorize the City of Palmdale to investigate my references, prior employers, work record, education, and other matters related to my suitability for appointment and further, authorize the references I have listed, all prior employers, and all educational institutions attended, to disclose to the City of Palmdale any and all letters, reports, and other information related to my records, including, but not limited to, my performance reviews and evaluations, discipline, commendations, awards, and all other employment information, without giving me prior notice of such disclosure. By providing this page of the application to the references, prior employers, and educational institutions attended, I release them, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities for providing the City of Palmdale with all information. I release the City of Palmdale, its agents, employees, and representatives, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities that may result from any use or disclosure of such information by the City of Palmdale, or any of its agents, employees, and representatives. JVF (**Initials**)

I further understand and agree that as a condition to being appointed to the Planning Commission, I will be required to agree to conduct myself in accordance with the City of Palmdale's personnel practices and policies as set forth in the Human Resources Rules, the Brown Act, the Public Records Act, and the Planning Commission Rules of Procedures, copies of which I will be provided and will review prior to accepting an appointment to the Planning Commission. To the fullest extent permitted by law, I expressly consent to, and I waive any rights of privacy I might otherwise have in connection with the City's Human Resources Rules in general and the above-described sections in particular. JVF (**Initials**)

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 this Planning Commission position and that such information collected during the check will be kept confidential. JVF **(Initials)**

Volunteer Information:
REASONABLE ACCOMMODATIONS: Based on your understanding of the Volunteer Program, will you require any special accommodations to apply and/or participate as a volunteer? NO

If yes, what reasonable accommodations would be necessary to assist you in this area?

Foreign Languages: N/A _____ ☐ Speak ☐ Read ☐ Write

_____ ☐ Speak ☐ Read ☐ Write

Specialized training/skills: FTA TRAMS, National Transit Database, Advanced Excel

Computer Skills:

X Word	☐ Photoshop	X Excel	☐ Adobe Creator
☐ Access	X PowerPoint	☐ Publisher	☐ Other: _____

In Case of Emergency:

Whom should we notify? [redacted] _____ [redacted] _____

Name Relationship to Applicant

Home Phone: _____ Work Phone: _____

Physician's Name: _____ 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 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 24 day of March, 2023

Applicant's Signature : Judy K. Ivy _____

Applicants are encouraged to attach a resume.

Applications may be mailed (postmarked the date of the deadline), e-mailed to cityclerkdepartment@cityofpalmdale.org or hand delivered to the office of the City Clerk at 38300 Sierra Hwy., Ste. C, Palmdale, CA 93550

For additional information, please contact the City Clerk at 661/267-5151

6. Describe any public service experience serving on a commission or public body?

City of Palmdale

1. Measure AV Oversight Committee

Antelope Valley College Foundation

1. Board of Directors
    a. Wide-ranging decision making for the Foundation.
2. Executive & Finance Committee
    a. Input, guidance and oversight of Foundation finances, scholarships & fundraising

American Public Transportation Association

1. Workforce Development Committee
    a. General input and guidance regarding public transit workforce challenges.
2. Federal Legislative Committee
    a. Input and development of federal legislative priorities and policies related to public transit at the federal level.
3. Small Operators Committee
    a. Collaborative body of problem solvers for issues facing the small operators of public transit

California Transit Association:

1. Federal Legislative Committee
    a. Input and development of federal legislative priorities and policies related to public transit – from a state perspective.
2. Zero Emission Task Force
    a. All things related to Zero Bus transition ahead of the Clean Innovative Transit Rule deadline.

LACMTA (Metro)

1. Technical Advisory Committee
    a. Advisory committee to LACMTA Board of Directors. Review structure, governance, funding, projects, etc. for all transportation planning. Approve & recommend local, state, and federal funding coming into the Los Angeles region for the municipal operators.
2. Bus Operator Subcommittee
    a. Former Secretary – two terms
    b. Advisory committee to LACMTA Board of Directors. Review structure, governance, funding, projects, etc. for all transportation planning. Approve & recommend local, state, and federal funding coming into the Los Angeles region for the municipal operators.
3. Measure M Guidelines Working Group (former)
    a. Implementation of funding and reporting mechanisms through MTA post passage of the LA County Measure M sales tax initiative

JUDITH A. VACCARO-FRY

PROFESSIONAL SUMMARY

A results-driven and highly effective manager with 36 years of management experience; the last 15 years with emphasis on public transportation, local, state and federal grants, funding, capital budgets, contracts, and procurement activities. A valuable collaborator and proven performer in both large and small teams; capable of adherence to strict schedules and budgets with the understanding of all components of a well-executed and profitable company.

KEY SKILLS

- Excellent analytical skills.
- Maintain an astute grasp for details and technical excellence.
- Effectively organize, strategize, plan, administer & direct.
- Handle multiple tasks & projects simultaneously.
- Demonstrate innovation, resourcefulness & efficiency.
- Communicate ideas; identify problems & provide solutions.
- Manage and motivate large, diverse teams by providing clear expectations and ongoing feedback.
- Define goals and parameters in realistic & comprehensible terms.
- Make critical & difficult decisions while maintaining flexibility & practicality.
- Establish & maintain strong business relationships.
- Develop a cohesive environment within a unionized organization.

PROFESSIONAL HISTORY

ANTELOPE VALLEY TRANSIT AUTHORITY – Lancaster, CA 2007 to present

Chief Financial Officer / Grants Administrator / Government Relations

Responsibilities include planning, organizing, managing, and providing oversight for all programs and activities of the Finance and Administrative Departments; plans, directs, and implements comprehensive financial and accounting programs and activities of the Authority, including budgeting, treasury, cash management, financial analysis, accounts payable and receivable, payroll, purchasing; implements internal financial controls and generally accepted accounting procedures; assists in coordinating assigned activities with other Authority departments and outside agencies; provides highly complex and responsible support to the Executive Director in areas of expertise. Additionally, responsible for managing the agency's grant application process which includes drafting the application, ensuring compliance with all federal regulations and circulars, and submission. Prepare grant amendments, revisions, and closeout reporting. Process federal reimbursement requests through appropriate federal websites and payment processing system. Prepare and submit all quarterly and annual reporting on federal, state, local and Department of Homeland Security grants. Identifying new discretionary grant opportunities and prepare, submit, and report all necessary components. Participate in preparation of overall financial planning such as operating and capital budgets. Work collaboratively with the procurement department to ensure all procurements are federally compliant. Participate in the development of Authority wide business goals and strategic plans. Assist in developing, reviewing, and evaluating invitations for bids and requests for proposals. Monitor local, state and federal legislation and advise Board of Directors. Former positions include Administrative Services Manager, Contractor Compliance, and Contract and Procurement Administrator, Disadvantaged Business Enterprise Liaison Officer. Key participant in six FTA Triennial Reviews, in FTA's Financial Management Oversight Review, and in two FTA's Procurement System Reviews. Agency representative and former secretary for Los Angeles Metropolitan Transportation Authority's Bus Operator Subcommittee, and Los Angeles County Municipal Operators Association. Responsible for the annual submission of the agency's National Transit Database report, which directly ties to the federal funding the agency receives annually.

PROFESSIONAL APPOINTMENTS

Antelope Valley College Foundation Board President-Elect – current
APTA Small Operators Committee, Federal Legislative Committee, and Workforce Development Committee - current
California Transit Association: Finance and Budget Committee, Federal Legislative Committee, Small Operators Committee, Zero-Emission Vehicle Task Force - current
City of Palmdale Measure AV Tax Oversight Committee – current
Los Angeles County Metro's Technical Advisory Committee - current
Los Angeles County Metro's Bus Operator Subcommittee – Secretary 2016 - 2019

PROFESSIONAL ACCOMPLISHMENTS

California's Transit & Intercity Rail Capital Program - five-time awardee; each submission awarded
Disadvantaged Business Enterprise - National Transit Institute, at Rutgers State University of New Jersey
ENO Transit Mid-Management Program graduate Class of 2020
FTA Office of Planning & Environment – Sustainable Infrastructure for a Healthy Planet - scholarship
FTA BUILD Grant program awardee
FTA Low or No Emission Grant program awardee – two-time awardee
FTA Triennial Review Workshop – Federal Transit Administration
National Transit Database - National Transit Institute, at Rutgers State University of New Jersey
Transit Procurement – National Transit Institute, at Rutgers State University of New Jersey
West Coast Max, Transit Management - Class of 2019

FORMAL EDUCATION

Grand Canyon University 2014
Master of Science in Public Administration – Emphasis on Government and Policy
G.P.A. 3.70

University of the Pacific - Eberhardt School of Business 2013
Certificate Program - Transit and Paratransit Management

Grand Canyon University 2007-2009
Master of Science in Business Leadership – Emphasis on Disaster Preparedness & Crisis Management
G.P.A. 3.51

University of Phoenix 2003-2007
Bachelor of Science - Major in Business Management & Marketing
G.P.A. 3.67

COMPUTER PROFICIENCY

Microsoft Office: Outlook, Word, Excel, PowerPoint
Accelerated Microsoft Excel Certified
Federal Transit Administration – TRAMS and ECHO systems
National Transit Database

Personal and professional references available upon request



Roxanne Faber

From: noreply@civicplus.com
Sent: Monday, April 3, 2023 12:28 PM
To: Rochelle Scott; Roxanne Faber
Subject: Online Form Submittal: Measure AV Oversight Committee Application

CAUTION: This email originated from outside of the organization.

Measure AV Oversight Committee Application

Office of the City Clerk
38300 Sierra Highway, Suite C
Palmdale, CA 93550
(661) 267-5151

Measure AV Oversight Committee 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.

Measure AV Oversight Committee Information:

Name	Marcos T Alvarez District 3
Date	*Field not completed.*
Business Telephone	[redacted]
Home Telephone	*Field not completed.*
Cell Phone	[redacted]

Possession of a valid California driver's license and the ability to be insured with the City's insurance carrier is required.

Present Address	[redacted]

City	Palmdale
State	CA
Zip Code	[redacted]
Permanent Address if different from present address	[redacted]
City	[redacted]
State	CA
Zip Code	[redacted]
	(Section Break)

Personal Information

(Please attach additional sheets, if necessary.)

Are you currently serving as an elected city or county official? If yes, please explain.	No
Do you or any members of your immediate family own any interest in any enterprise which does or might do business with the City and/or the Board/Commission?	No
Do you or any members of your immediate family own any interest in any real property adjacent to or within the City of Palmdale?	No
Do you or any members of your immediate family have any interests or associations which might present a conflict of interest?	No

List all current organizations and societies of which you are a member.	AV LULAC, SEIU721 SALVA
Describe any public service experience serving on a commission or public body?	District 3 Planning commissioner
Why do you want to serve on the Measure AV Oversight Committee?	To continue to help and stimulate the economy for all of our constituents.
What is your vision for Palmdale?	Job development, union jobs for all, a thriving economy
Please describe your experience and knowledge of local government finance.	quick learner
Please describe how you will contribute to the Measure AV Oversight Committee.	accountability, and making sure that work together in distributing funds that our taxpayers created, and that it goes to entities that help the economy grow and that it helps, homeless, mental health.
Please list three items you personally think, if funded appropriately, could increase the quality of life in Palmdale.	Small busnesses, mental health programs, health & safety

(Section Break)

Education, Training and Experience

High School

Name	Marcos T Alvarez
Address	[redacted]
Number of Years Completed	4
Did you Graduate?	No
Degree or Diploma	Diploma

GPA (i.e., A=4.0)	2.87

College/University

Name	University of Phoenix
Address	*Field not completed.*
Number of Years Completed	2
Did you graduate?	Yes
Degree or Diploma	*Field not completed.*
GPA (i.e., A=4.0)	*Field not completed.*

Vocational

Name	*Field not completed.*
Address	*Field not completed.*
Number of Years Completed	*Field not completed.*
Did you graduate?	*Field not completed.*
Degree or Diploma	*Field not completed.*
GPA (i.e., A=4.0)	*Field not completed.*
Other	*Field not completed.*

(Section Break)

Employment History

List below all present and past employment for the last ten (10) years starting with your most recent employer. Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer	Los Angeles County Department of Social Services

Address	346 East Ave K-6
Type of Business	Social Serv ices
Telephone Number	661 723 4013
Your Supervisor's Name	Iman Tryon
Your Position and Duties	EWI Provide effective and caring services, Cal Fresh, Medical and Cal Fresh
Major Accomplishments	Helped over 9,000 ews, gain a living wage contract
Dates of Employment	
From	7/1/1992
To	*Field not completed.*
Reason for Leaving	Still working
Upon leaving, were you eligible for rehire?	*Field not completed.*
	(Section Break)
Name of Employer	*Field not completed.*
Address	*Field not completed.*
Type of Business	*Field not completed.*
Telephone Number	*Field not completed.*
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	*Field not completed.*
Major Accomplishments	*Field not completed.*
Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	*Field not completed.*
	(Section Break)

Name of Employer	*Field not completed.*
Address	*Field not completed.*
Type of Business	*Field not completed.*
Telephone Number	*Field not completed.*
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	*Field not completed.*
Major Accomplishments	*Field not completed.*
Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	*Field not completed.*

(Section Break)

References

List below three persons not related to you who have knowledge of your civic activity within the last three years.

Name	Juan Carrillo
Address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*
Occupation	[redacted]
Telephone Number	[redacted]
Number of Years Acquainted	3

(Section Break)

Name	Felix Menendez
Address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*
Occupation	[redacted]
Telephone Number	[redacted]
Number of Years Acquainted	3

(Section Break)

Name	Luis Salazar
Address	[redacted]
City	[redacted]
State	[redacted]
Zip Code	[redacted]
Occupation	[redacted]
Telephone Number	[redacted]
Number of Years Acquainted	40

(Section Break)

Please read carefully, initial each paragraph and sign below:

I hereby certify that the answers given by me on this application are true and correct to the best of my knowledge, and that I have not withheld any information that might adversely affect my chances for appointment. I understand that any misstatement or omission of fact on this application or any documents used to

obtain an appointment may result in rejection of this application or immediate discharge if I am appointed, regardless of the time elapsed before discovery of the misstatement or omission. I further certify that I, the applicant, have personally completed this application

Initials mta

I hereby authorize the City of Palmdale to investigate my references, prior employers, work record, education, and other matters related to my suitability for appointment and further, authorize the references I have listed, all prior employers, and all educational institutions attended, to disclose to the City of Palmdale any and all letters, reports, and other information related to my records, including, but not limited to, my performance reviews and evaluations, discipline, commendations, awards, and all other employment information, without giving me prior notice of such disclosure. By providing this page of the application to the references, prior employers, and educational institutions attended, I release them, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities for providing the City of Palmdale with all information. I release the City of Palmdale, its agents, employees, and representatives, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities that may result from any use or disclosure of such information by the City of Palmdale, or any of its agents, employees, and representatives.

Initials mta

I further understand and agree that as a condition to being appointed to the Measure AV Oversight Committee, I will be required to agree to conduct myself in accordance with the City of Palmdale's personnel practices and policies as set forth in the Human Resources Rules, the Brown Act, the Public Records Act, and the Measure AV Oversight Committee Rules of Procedures, copies of which I will be provided and will review prior to accepting an appointment to the Measure AV Oversight Committee. To the fullest extent permitted by law, I expressly consent to, and I waive any rights of privacy I might otherwise have in connection with the City's Human Resources Rules in general and the above-described sections in particular.

Initials mta

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 this Measure AV Oversight

Committee position and that such information collected during the check will be kept confidential.

Initials	mta

(Section Break)

Volunteer Information

REASONABLE ACCOMMODATIONS	No
Foreign Language	Spanish
Do you?	Speak, Read , Write
Foreign Language	*Field not completed.*
Do you?	*Field not completed.*
Specialized training/skills:	*Field not completed.*
Computer Skills	PowerPoint

(Section Break)

In Case of Emergency

Whom should we notify?

Name	[redacted]
Relationship	[redacted]
Home Phone	[redacted]
Work 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

(Section Break)

AUTHORIZATION AND RELEASE

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	4/3/2023
Electronic Signature Agreement	I agree.
Electronic Signature	Marcos T. Alvarez
Applicants are encouraged to attach a resume.	*Field not completed.*

Email not displaying correctly? View it in your browser.

Roxanne Faber

From: noreply@civicplus.com
Sent: Monday, April 10, 2023 2:22 PM
To: Rochelle Scott; Roxanne Faber
Subject: Online Form Submittal: Measure AV Oversight Committee Application

CAUTION: This email originated from outside of the organization.

Measure AV Oversight Committee Application

Office of the City Clerk
38300 Sierra Highway, Suite C
Palmdale, CA 93550
(661) 267-5151

Measure AV Oversight Committee 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.

Measure AV Oversight Committee Information:

Name	Nashon	District 3
Date	4/10/2023	
Business Telephone	*Field not completed.*	
Home Telephone	*Field not completed.*	
Cell Phone	[redacted]	

Possession of a valid California driver's license and the ability to be insured with the City's insurance carrier is required.

Present Address	[redacted]

City	[redacted]
State	CA
Zip Code	[redacted]
Permanent Address if different from present address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*
	(Section Break)

Personal Information

(Please attach additional sheets, if necessary.)

Are you currently serving as an elected city or county official? If yes, please explain.	No
Do you or any members of your immediate family own any interest in any enterprise which does or might do business with the City and/or the Board/Commission?	No
Do you or any members of your immediate family own any interest in any real property adjacent to or within the City of Palmdale?	No
Do you or any members of your immediate family have any interests or associations which might present a conflict of interest?	No

List all current organizations and societies of which you are a member.	Black Mental Health Taskforce, Vice Chair NAACP, Member California Legislative Black Caucus, Member California Black's Women's Health Project-Sister's Mentally Mobilized Democratic Party LA County Committee, Delegate SEIU 2015, Member
Describe any public service experience serving on a commission or public body?	Nashon Mitchell is the founder and president of Sole of the CommUNITY, Inc, a non-profit advocacy association dedicated to empowering single parents and their children, established in honor of her daughter, who passed away in the summer of 2021. She is a contributing member of the Antelope Valley community and an advocate for those in need throughout the community and has been changing lives for 20+ years. Nashon continues to move the community forward with her leadership and incredible work ethic. She works directly with our vulnerable communities, with a mission to improve their mental health, create self-sufficient tendencies, and match them to careers in high-growth industries. Her vision and ability to nurture relationships lead to long-term solutions and success. Nashon graduated from Cal Poly Pomona with a Bachelor's in Sociology. Nashon is an elected Delegate 39th Assembly District, Los Angeles Democratic Party. Her strength is being a leader and developing relationships with community members, local businesses, school districts, city officials, and government agencies. Her current position is with the Los Angeles County Office of Education, Career Development Program Specialist, funded by the Department of Public Social Service. She continues to incubate life-changing initiatives with forward-thinking and integrity throughout the community. As a proud California Democratic Party Black Caucus Member, Antelope Valley NAACP member, SEIU 2015, and a member of California Black's Women's Health Project-Sister's Mentally Mobilized, she is a person with influence whose opinion and judgment are respected and trusted.
Why do you want to serve on the Measure AV Oversight Committee?	As a community resident in the city of Palmdale, I would like to serve on the Measure AV Orversity Committee to help ensure accountability to voters regarding the expenditure of funds and to assist in ensuring that all provisions, requirements, and voter mandates are specified in the Ordinance No. 1549 are carried out.
What is your vision for Palmdale?	My vision for Palmdale is commUNITY, a sense of community and community connection, green transportation, fair housing for all, the value of education, and health & vibrancy. Job

	opportunities in all sectors in our community, diversity, and equity for all.
Please describe your experience and knowledge of local government finance.	I have experience/knowledge with county contracts, yearly budgets, and line-item budgeting.
Please describe how you will contribute to the Measure AV Oversight Committee.	I would contribute by bringing transparency to the committee; communication and meeting deadlines are two areas of strength that will benefit the committee, jobs I have managed teams and managed projects. In my previous job, I created and implemented tools that help the team meet deadlines, outline projects, and improve business practices.
Please list three items you personally think, if funded appropriately, could increase the quality of life in Palmdale.	Economic Development Offer programs and activities for at-promise youth and support mental health programs Environmental protection
	(Section Break)

Education, Training and Experience

High School

Name	John A. Rowland High School
Address	2000 S Otterbein Ave, Rowland Heights, CA 91748
Number of Years Completed	4
Did you Graduate?	Yes
Degree or Diploma	Diploma
GPA (i.e., A=4.0)	2.75

College/University

Name	Cal Poly Pomona

Address	3801 W Temple Ave, Pomona, CA 91768
Number of Years Completed	3
Did you graduate?	*Field not completed.*
Degree or Diploma	Degree
GPA (i.e., A=4.0)	3.0

Vocational

Name	N/A
Address	*Field not completed.*
Number of Years Completed	*Field not completed.*
Did you graduate?	*Field not completed.*
Degree or Diploma	*Field not completed.*
GPA (i.e., A=4.0)	*Field not completed.*
Other	*Field not completed.*

(Section Break)

Employment History

List below all present and past employment for the last ten (10) years starting with your most recent employer. Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer	Los Angeles County Office of Education
Address	9300 Imperial Highway Downey , CA 90242
Type of Business	Social Services
Telephone Number	661-265-0124
Your Supervisor's Name	Leticia Bustamante

Your Position and Duties	Prepare for and facilitate orientations and workshops according to established guidelines and processes, review and provide feedback to program participant regarding job search activities to ensure progress in job search, meeting of goals, and contract compliance. Assist program participant in resolving barriers to employment through the coordination of or referral to resources or services. Generate job leads, job develop, assist with Job Fairs and recruitment's. Maintain and update program participant's records with appropriate documentation and required paperwork according to established guidelines. Counsel and motivate program participants on career plans and job search objectives based upon data from preliminary career assessment instruments. Process paperwork and request related to employment activities, such as transportation assistance, clothing vouchers, supply orders, or training materials. Gather, compile, and input information on attendance, placements, participant status and outcomes and other related program data.
Major Accomplishments	Served as Chair for the Job & Resource Fair at the JetHawks Stadium Implemented and coordinated Expungement Clients Coordinated Job Fairs on-site at LACOE
Dates of Employment	
From	3/7/2016
To	*Field not completed.*
Reason for Leaving	Still employed
Upon leaving, were you eligible for rehire?	Yes
	(Section Break)
Name of Employer	ICDC College
Address	5995 Sepulveda Blvd. Culver City, CA 90230
Type of Business	Education
Telephone Number	8775854337
Your Supervisor's Name	Teresa Gomez
Your Position and Duties	Case managed one hundred students nationwide. Worked with soon to be externs on interviewing skills, including interview etiquette, professional dress, and typical/traditional interview

	questions for which to prepare. Located and coordinated student's externship sites, including coordinating the externship agreement. Met a minimum of (5) documented externship placement per week. I also, successfully met program goals.
Major Accomplishments	Exceeded job placement goal
Dates of Employment	
From	9/6/2011
To	3/7/2016
Reason for Leaving	Career Advancement
Upon leaving, were you eligible for rehire?	Yes
	(Section Break)
Name of Employer	Reachout
Address	1125 Foothill Blvd. Upland, CA 91737
Type of Business	Non-Profit
Telephone Number	(909) 982-8641
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	Case managed 65 students. Interviewed students who were referred for counseling. Conducted group and individual counseling on topics such as, academic mentor/advising self-esteem, behavior, grief, and social skills. Provided program referrals to facilitate student access to campus and community based support services and academic enrichment opportunities. Responsible for collecting and maintaining accurate student records (grades, IEP, WRAT scores, etc) to track student progress. Prepared accurate monthly reports and successfully met program goals.
Major Accomplishments	A part of the implementation of program
Dates of Employment	
From	7/5/2010
To	4/19/2011
Reason for Leaving	Contract ended

Upon leaving, were you eligible for rehire?	Yes

(Section Break)

References

List below three persons not related to you who have knowledge of your civic activity within the last three years.

Name	Doretta Thompson
Address	[redacted]
City	[redacted]
State	[redacted]
Zip Code	[redacted]
Occupation	[redacted]
Telephone Number	[redacted]
Number of Years Acquainted	4

(Section Break)

Name	Shawntwayne Cannon
Address	[redacted]
City	[redacted]
State	[redacted]
Zip Code	[redacted]
Occupation	[redacted]
Telephone Number	[redacted]
Number of Years Acquainted	5

(Section Break)

Name	Micheal Ferguson

Address	[redacted]
City	[redacted]
State	[redacted]
Zip Code	[redacted]
Occupation	[redacted]
Telephone Number	[redacted]
Number of Years Acquainted	40

(Section Break)

Please read carefully, initial each paragraph and sign below:

I hereby certify that the answers given by me on this application are true and correct to the best of my knowledge, and that I have not withheld any information that might adversely affect my chances for appointment. I understand that any misstatement or omission of fact on this application or any documents used to obtain an appointment may result in rejection of this application or immediate discharge if I am appointed, regardless of the time elapsed before discovery of the misstatement or omission. I further certify that I, the applicant, have personally completed this application

Initials	NM

I hereby authorize the City of Palmdale to investigate my references, prior employers, work record, education, and other matters related to my suitability for appointment and further, authorize the references I have listed, all prior employers, and all educational institutions attended, to disclose to the City of Palmdale any and all letters, reports, and other information related to my records, including, but not limited to, my performance reviews and evaluations, discipline, commendations, awards, and all other employment information, without giving me prior notice of such disclosure. By providing this page of the application to the references, prior employers, and educational institutions attended, I release them, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities for providing the City of Palmdale with all information. I release the City of Palmdale, its agents, employees, and representatives, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities that may result from any use or

disclosure of such information by the City of Palmdale, or any of its agents, employees, and representatives.

Initials	NM

I further understand and agree that as a condition to being appointed to the Measure AV Oversight Committee, I will be required to agree to conduct myself in accordance with the City of Palmdale's personnel practices and policies as set forth in the Human Resources Rules, the Brown Act, the Public Records Act, and the Measure AV Oversight Committee Rules of Procedures, copies of which I will be provided and will review prior to accepting an appointment to the Measure AV Oversight Committee. To the fullest extent permitted by law, I expressly consent to, and I waive any rights of privacy I might otherwise have in connection with the City's Human Resources Rules in general and the above-described sections in particular.

Initials	NM

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 this Measure AV Oversight Committee position and that such information collected during the check will be kept confidential.

Initials	NM

(Section Break)

Volunteer Information

REASONABLE ACCOMMODATIONS	No
Foreign Language	*Field not completed.*
Do you?	*Field not completed.*
Foreign Language	*Field not completed.*
Do you?	*Field not completed.*

Specialized training/skills:	*Field not completed.*
Computer Skills	Word, Excel, Adobe Creator, Access, PowerPoint, Publisher
	(Section Break)

In Case of Emergency

Whom should we notify?

Name	[redacted]
Relationship	[redacted]
Home Phone	[redacted]
Work 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
	(Section Break)

AUTHORIZATION AND RELEASE

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	4/10/2023
Electronic Signature Agreement	I agree.
Electronic Signature	Nashon Mitchell

Applicants are encouraged to attach a resume.	Updated Resume 3.1.23.docx

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Email not displaying correctly? View it in your browser.

NASHON T. MITCHELL

Building Organizational Partnerships | Community Development | Economic Equity | Diversity & Inclusion

Palmdale, CA [redacted]

Highly proficient Professional with a superior record of successful community service and engagement. Adept at working with a wide variety of community demographics to formulate beneficial programs and issue resolutions; Equipped with proven organizational expertise demonstrated throughout my career; Able to plan and coordinate with team of organizers, communicators, researchers and workers, while developing and leading staff to effectively organize workers, and identify workplace issues; Driven to work independently, manage assignments, stay organized and meet tight deadlines; Furnished with extensive managerial abilities, self-motivation, problem-solving orientation and a commitment to social and economic justice

HIGHLIGHTS

- Oversee program budgets, and prepare project reports on expenditures, service utilization, performance data, and program outcomes.
- Develop relationships with team members, service providers, community partners, and stakeholders
- Conduct contract monitoring activities including annual administrative, programmatic monitoring and invoice processing.
- Effectively lead team meetings and ensure discussions stay on topic and on target with goals
- Manage schedules, deadlines, tasks, and other aspects of project execution
- Execute grassroots efforts, internet outreach, host information meetings, and attend local community events.

CORE COMPETENCE

Diversity & inclusion champion
Leadership consultant
Cultural change agent
Google Suite
Change management

Relationship building
Professional development
Data-driven strategy
Conflict resolution
Report generation

Project Coordination
Strong Decision Making
Scheduling & Presentation
Curriculum Design
Team Leadership

PROFESSIONAL EXPERIENCE

Career Development Specialist
LACOE, Lancaster, CA — *Mar. 2016 – present*

- Prepared for and implemented curriculum and workshops on employment and life skills according to established guidelines and processes.
- Counseled and motivated program participants on career plans and job search objectives based upon data from preliminary career assessment instruments.
- Supported program participant in resolving barriers to employment through the coordination of referral to resources or services.
- Maintained and updated program participant's records with appropriate documentation and required paperwork according to established guidelines.

Sector Business Representative
Paving the Way Foundation, Lancaster, CA — *Nov. 2020 – Sept. 2021*

- Create and format resumes for clients highlighting their workability and increasing their marketability to potential employers.
- Perform interviews with clients to assure readiness for interviews with potential employers.
- Conduct and interpret employability assessments to determine job seekers' skill levels, career interests and goals to provide appropriate employment opportunities and develop a positive and clear career path for job seekers.
- Developed a network of employer relationships in various industries to place program clients into competitive employment opportunities in line with their vocational skills and goals.

Externship Advisor
ICDC College, Culver City, CA *Sept. 2011 – Mar. 2016*

- Case managed two hundred (200) students nationwide and made 90+ outbound calls a day to network students with local partners.
- Developed, edited, and finalized accurate, appropriate, and professional cover letter and resume in coordination with students and in in preparation for an exciting transition in search for employment.
- Worked with soon to be externs on interviewing skills, including interview etiquette, professional dress, and typical/traditional interview questions for which to prepare.

Intervention Specialist
Reach Out, Upland, CA *Jul. 2010 – Apr 2011*

- Conducted educational counseling at two Rialto Elementary Schools.
- Advocated for students individually and in small- groups, promoting academics, personal, and social development.
- Provided program referrals to facilitate student access to campus, community-based support services and academic enrichment opportunities.
- Conducted group counseling on topics such as, academic mentorship/advising, self-esteem, behavior, grief, and social skills.

Foster Youth Mentoring Coordinator
Chaffey College, Chino, CA *Feb. 2009 – Dec. 2009*

- Provided individual career counseling and instructional design, including classroom presentation and facilitation.
- Attracted tutor applicants by, placing job advertisements, contacting recruiters from local universities and colleges, and job sites.
- Discharged functions as Career Technical Education Liaison Assistant.
- Designed and implemented teacher/faculty externships with businesses.
- Provided career counseling using interest/career based.

Outreach Specialist
Caltrop Corporation, Rancho Cucamonga, CA *May 2008 – Aug. 2008*

- Provided secretarial and general administrative support to immediate Manager and the Inland Empire Regional Project Managers.
- Researched Construction Management and Public Relations Proposals and developed productive relationships with businesses.
- Maintained Project Managers calendars, scheduled meetings and appointments, etc.

Teacher's Aide
Y.M.C.A, Pomona, CA *Jan. 2008 – May 2008*

- Conducted group activities regarding career development, leadership development and personal development.
- Assisted youth with tutoring, enrichment activities, and physical education.
- Successfully met program goals and provided program referrals to facilitate student access to campus and community-based support services and academic enrichment opportunities.

Probation Programs Coordinator
Goodwill of Southern California, Pomona, CA *Aug. 2004 – Jan. 2008*

- Managed a social service contract under the Workforce Investment Act which provided employment services, educational enhancement, leadership development, and work experience to at-risk and high needs youth from 14-21 years of age.
- Collected and maintained accurate student records (grades, IEP, WRAT scores, etc.) to track student progress.
- Served as a Community Liaison, working with local businesses, school districts, city officials, and Government agencies.
- Provided career counseling, highlighting potential career options based on student interest/ career-based aptitude and ability assessments.

EDUCATION

Bachelor of Arts, Sociology
California State Polytechnic University, Pomona, CA *Aug. 2007*

Roxanne Faber

From: noreply@civicplus.com
Sent: Monday, April 10, 2023 6:52 PM
To: Rochelle Scott; Roxanne Faber
Subject: Online Form Submittal: Measure AV Oversight Committee Application

CAUTION: This email originated from outside of the organization.

Measure AV Oversight Committee Application

Office of the City Clerk
38300 Sierra Highway, Suite C
Palmdale, CA 93550
(661) 267-5151

Measure AV Oversight Committee 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.

Measure AV Oversight Committee Information:

Name	Cecil R. Foust	District 3
Date	[redacted]	
Business Telephone	[redacted]	
Home Telephone	[redacted]	
Cell Phone	[redacted]	
Possession of a valid California driver's license and the ability to be insured with the City's insurance carrier is required.		
Present Address	[redacted]	

City	Palmdale
State	CA
Zip Code	[redacted]
Permanent Address if different from present address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*
	(Section Break)

Personal Information

(Please attach additional sheets, if necessary.)

Are you currently serving as an elected city or county official? If yes, please explain.	No
Do you or any members of your immediate family own any interest in any enterprise which does or might do business with the City and/or the Board/Commission?	No
Do you or any members of your immediate family own any interest in any real property adjacent to or within the City of Palmdale?	Yes
Do you or any members of your immediate family have any interests or associations which might present a conflict of interest?	No

List all current organizations and societies of which you are a member.	None
Describe any public service experience serving on a commission or public body?	I do not have any experience with serving on a commission. However, my job has me address the board of AVTA reasonably often.
Why do you want to serve on the Measure AV Oversight Committee?	I feel I have become more involved with the community through my job. As I have been participating in my tiny little corner of the community, I have noted that nothing changes or moves along without community involvement. Unfortunately, most of those who speak out do so in the most public and inflammatory ways without consideration for anything besides their immediate concern or need. Although this is just an oversite committee with a minimal scope, I feel this would be an opportunity to bring a measured voice to the committee. It also would give me a start in being actively involved and engaged with the community I love.
What is your vision for Palmdale?	I think Palmdale is a decent place to live overall—lovely parks, Equestrian trails, Dry Town Water Park, etc. The new attention paid to the eastside with the new pylons on the bike lanes is not unnoticed. However, graffiti abatement leaves a bit to be desired, and the visible rise in the un-housed (especially on Palmdale Boulevard) is getting worse. I vision a thriving downtown and an eventual revitalization of the mall area with better traffic conditions at that intersection. I don't exactly know how that would be accomplished. So, I am glad you only ask for a vision, not a plan.
Please describe your experience and knowledge of local government finance.	I work at Antelope Valley Transit Authority as the Procurement and Contracts Officer. Nearly all of our funds are Public.
Please describe how you will contribute to the Measure AV Oversight Committee.	I genuinely believe that success as a community is best measured by looking at how the least fortunate of us are doing. Measure AV and the funds generated from the passing of Measure AV are primarily aimed at helping these folks and maintaining many essential services that are taken for granted by most citizens. My experience at AVTA gives me a closer look at what happens in our city daily. I feel this may allow having a more precise vision of essential needs than some others may have.
Please list three items you personally think, if funded appropriately, could	If we designated a few areas explicitly zoned for "food vendors," we could make those areas family-friendly and better enforce the others operating on every other corner.

increase the quality of life in Palmdale.	Develop a community program with local non-profits to create a Graffiti Abatement Taskforce. Measure AV could fund supplies; some of those needing help in Palmdale could possibly get gift certificates or additional support if they participate. Living on the east side, I know that Four Point SM has been an issue for a while, and I have noticed it seems busier over weekends (I am sure the new Pilot is contributing to this). That corner is a prime piece of real estate. It would be nice to either eliminate the swap meet or partner with them to make this a roadside destination for travelers. (I know this is very eastside specific)...sorry!

(Section Break)

Education, Training and Experience

High School

Name	Antelope Valley High School
Address	44900 Division St., Lancaster, CA 93535
Number of Years Completed	12
Did you Graduate?	Yes
Degree or Diploma	Diploma
GPA (i.e., A=4.0)	3.75

College/University

Name	*Field not completed.*
Address	*Field not completed.*
Number of Years Completed	*Field not completed.*
Did you graduate?	*Field not completed.*
Degree or Diploma	*Field not completed.*

GPA (i.e., A=4.0)	*Field not completed.*

Vocational

Name	*Field not completed.*
Address	*Field not completed.*
Number of Years Completed	*Field not completed.*
Did you graduate?	*Field not completed.*
Degree or Diploma	*Field not completed.*
GPA (i.e., A=4.0)	*Field not completed.*
Other	*Field not completed.*

(Section Break)

Employment History

List below all present and past employment for the last ten (10) years starting with your most recent employer. Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer	Antelope Valley Transit Authority
Address	42210 6th Street West, Lancaster CA 93534
Type of Business	Public Transit Authority
Telephone Number	661-945-9445
Your Supervisor's Name	Martin Tompkins
Your Position and Duties	Procurement and Contracts Officer; Wide range of duties, including developing and administrating public solicitations for goods and services utilizing public funds. Participate in developing and maintaining spending within the parameters of an annual budget. Ensure that all funds are spent ethically following state and Federal rules and regulations.
Major Accomplishments	My previous job with AVTA was in the fleet and maintenance department. Although this was not an individual

	accomplishment, the participation in converting the entire fleet from diesel to electric and being the first agency in North America to do so... Makes me proud of our entire team. We ALL worked very hard to make it happen.
Dates of Employment	
From	7/5/2011
To	4/10/2023
Reason for Leaving	No plans to leave
Upon leaving, were you eligible for rehire?	*Field not completed.*
	(Section Break)
Name of Employer	*Field not completed.*
Address	*Field not completed.*
Type of Business	*Field not completed.*
Telephone Number	*Field not completed.*
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	*Field not completed.*
Major Accomplishments	*Field not completed.*
Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	*Field not completed.*
	(Section Break)
Name of Employer	*Field not completed.*
Address	*Field not completed.*
Type of Business	*Field not completed.*
Telephone Number	*Field not completed.*

Your Supervisor's Name	*Field not completed.*
Your Position and Duties	*Field not completed.*
Major Accomplishments	*Field not completed.*
Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	*Field not completed.*

(Section Break)

References

List below three persons not related to you who have knowledge of your civic activity within the last three years.

Name	Martin Tompkins
Address	[redacted]
City	[redacted]
State	[redacted]
Zip Code	[redacted]
Occupation	[redacted]
Telephone Number	[redacted]
Number of Years Acquainted	10+

(Section Break)

Name	Judy Fry
Address	[redacted]
City	[redacted]

State	[redacted]
Zip Code	[redacted]
Occupation	[redacted]
Telephone Number	[redacted]
Number of Years Acquainted	10+
	(Section Break)
Name	Karen Conrad
Address	[redacted]
City	[redacted]
State	[redacted]
Zip Code	[redacted]
Occupation	[redacted]
Telephone Number	[redacted]
Number of Years Acquainted	30+
	(Section Break)

Please read carefully, initial each paragraph and sign below:

I hereby certify that the answers given by me on this application are true and correct to the best of my knowledge, and that I have not withheld any information that might adversely affect my chances for appointment. I understand that any misstatement or omission of fact on this application or any documents used to obtain an appointment may result in rejection of this application or immediate discharge if I am appointed, regardless of the time elapsed before discovery of the misstatement or omission. I further certify that I, the applicant, have personally completed this application

Initials	CRF

I hereby authorize the City of Palmdale to investigate my references, prior employers, work record, education, and other matters related to my suitability for appointment and further, authorize the references I have listed, all prior employers, and all educational institutions attended, to disclose to the City of Palmdale any and all letters, reports, and other information related to my records, including, but not limited to, my performance reviews and evaluations, discipline, commendations, awards, and all other employment information, without giving me prior notice of such disclosure. By providing this page of the application to the references, prior employers, and educational institutions attended, I release them, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities for providing the City of Palmdale with all information. I release the City of Palmdale, its agents, employees, and representatives, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities that may result from any use or disclosure of such information by the City of Palmdale, or any of its agents, employees, and representatives.

Initials CRF

I further understand and agree that as a condition to being appointed to the Measure AV Oversight Committee, I will be required to agree to conduct myself in accordance with the City of Palmdale's personnel practices and policies as set forth in the Human Resources Rules, the Brown Act, the Public Records Act, and the Measure AV Oversight Committee Rules of Procedures, copies of which I will be provided and will review prior to accepting an appointment to the Measure AV Oversight Committee. To the fullest extent permitted by law, I expressly consent to, and I waive any rights of privacy I might otherwise have in connection with the City's Human Resources Rules in general and the above-described sections in particular.

Initials CRF

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 this Measure AV Oversight Committee position and that such information collected during the check will be kept confidential.

Initials CRF

(Section Break)

Volunteer Information

REASONABLE ACCOMMODATIONS	No
Foreign Language	*Field not completed.*
Do you?	*Field not completed.*
Foreign Language	*Field not completed.*
Do you?	*Field not completed.*
Specialized training/skills:	Advanced skills in Automotive Technology and Supervision
Computer Skills	Word, Excel, Adobe Creator, Access, PowerPoint

(Section Break)

In Case of Emergency

Whom should we notify?

Name	[redacted]
Relationship	[redacted]
Home Phone	[redacted]
Work Phone	[redacted]
Do you have any medical history that we should be aware of in the event of an emergency? (Allergies, medications, etc.)	[redacted]

(Section Break)

AUTHORIZATION AND RELEASE

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	4/10/2023
Electronic Signature Agreement	I agree.
Electronic Signature	Cecil R. Foust
Applicants are encouraged to attach a resume.	*Field not completed.*

Email not displaying correctly? View it in your browser.

From: noreply@civicplus.com
To: Rochelle Scott; Roxanne Faber
Subject: Online Form Submittal: Measure AV Oversight Committee Application
Date: Sunday, February 5, 2023 5:20:57 PM

CAUTION: This email originated from outside of the organization.

Measure AV Oversight Committee Application

Office of the City Clerk
38300 Sierra Highway, Suite C
Palmdale, CA 93550
(661) 267-5151

Measure AV Oversight Committee 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.

Measure AV Oversight Committee Information:

Name	Cynthia Garcia District 5
Date	2/5/2023
Business Telephone	*Field not completed.*
Home Telephone	*Field not completed.*
Cell Phone	[redacted]

Possession of a valid California driver's license and the ability to be insured with the City's insurance carrier is required.

Present Address	[redacted]
City	Palmdale

State	CA
Zip Code	[redacted]
Permanent Address if different from present address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*

(Section Break)

Personal Information

(Please attach additional sheets, if necessary.)

Are you currently serving as an elected city or county official? If yes, please explain.	No
Do you or any members of your immediate family own any interest in any enterprise which does or might do business with the City and/or the Board/Commission?	No
Do you or any members of your immediate family own any interest in any real property adjacent to or within the City of Palmdale?	Yes
Do you or any members of your immediate family have any interests or associations which	No

might present a conflict of interest?	
List all current organizations and societies of which you are a member.	ACSA (Association of California School Administrators) CSBA (California School Board Association) Palmdale School District Leadership Team Dos Caminos Dual Immersion School PTA
Describe any public service experience serving on a commission or public body?	I am currently a member of the Measure AV Committee.
Why do you want to serve on the Measure AV Oversight Committee?	I would like to continue the work we have started with this committee. I would like to continue to make sure the Measure AV funds are spent the way the citizens intended them to be spent.
What is your vision for Palmdale?	My vision is to live in a city that continues to have wonderful programs for kids and families while having a handle on potholes and graffiti removal.
Please describe your experience and knowledge of local government finance.	During my 15 years of employment with Palmdale School District I have worked with contracts and budgets. Also, I have learned quite a bit about government finance during my past two years serving on Measure AV.
Please describe how you will contribute to the Measure AV Oversight Committee.	I am a 35 year resident of the City of Palmdale. I have experience as a commuter and also being locally employed. I have raised two boys and now a granddaughter in Palmdale so I believe I can contribute as a mother, grandmother and employee in this community to this committee.
Please list three items you personally think, if funded appropriately, could increase the quality of life in Palmdale.	1. More sports programs. I would love to bring roller skating back to the valley as the closest rink is an hour away. 2. Graffiti removal. 3. Bring back more family functions like the Fall Festival and Thursday Night on the Square.

(Section Break)

Education, Training and Experience

High School

Name	Bethel High School

Address	Hampton, Virginia
Number of Years Completed	3 years
Did you Graduate?	Yes
Degree or Diploma	Diploma
GPA (i.e., A=4.0)	3.8

College/University

Name	Pierce College
Address	Woodland Hills, CA
Number of Years Completed	2
Did you graduate?	No
Degree or Diploma	*Field not completed.*
GPA (i.e., A=4.0)	*Field not completed.*

Vocational

Name	*Field not completed.*
Address	*Field not completed.*
Number of Years Completed	*Field not completed.*
Did you graduate?	*Field not completed.*
Degree or Diploma	*Field not completed.*
GPA (i.e., A=4.0)	*Field not completed.*
Other	*Field not completed.*

(Section Break)

Employment History

List below all present and past employment for the last ten (10) years starting with your most recent employer. Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer	Palmdale School District
Address	39139 10th Street East
Type of Business	School District
Telephone Number	661-947-7191
Your Supervisor's Name	Dr. Raul Maldonado, Superintendent of Schools
Your Position and Duties	Executive Assistant to the Superintendent Prepare board agendas; take minutes during board meetings; assist parents with inquires and complaints; monitor and control expenditures; answer telephones, train employees on board items and meetings, and many other duties as assigned.
Major Accomplishments	Introducing online agendas and training over 25 employees how to submit board items.
Dates of Employment	
From	6/30/2008
To	2/5/2023
Reason for Leaving	I am still employed at Palmdale School District.
Upon leaving, were you eligible for rehire?	*Field not completed.*
	(Section Break)
Name of Employer	*Field not completed.*
Address	*Field not completed.*
Type of Business	*Field not completed.*
Telephone Number	*Field not completed.*
Your Supervisor's Name	*Field not completed.*
Your Position and	*Field not completed.*

Duties	
Major Accomplishments	*Field not completed.*
Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	*Field not completed.*
(Section Break)	
Name of Employer	*Field not completed.*
Address	*Field not completed.*
Type of Business	*Field not completed.*
Telephone Number	*Field not completed.*
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	*Field not completed.*
Major Accomplishments	*Field not completed.*
Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	*Field not completed.*
(Section Break)	

References

List below three persons not related to you who have knowledge of your civic

activity within the last three years.

Name	Candace Craven
Address	[redacted]
City	[redacted]
State	[redacted]
Zip Code	[redacted]
Occupation	[redacted]
Telephone Number	[redacted]
Number of Years Acquainted	12

(Section Break)

Name	Susan Summers
Address	[redacted]
City	[redacted]
State	[redacted]
Zip Code	[redacted]
Occupation	[redacted]
Telephone Number	[redacted]
Number of Years Acquainted	10

(Section Break)

Name	Rebecca McClean
Address	[redacted]
City	[redacted]
State	[redacted]
Zip Code	[redacted]

Occupation	[redacted]
Telephone Number	[redacted]
Number of Years Acquainted	1.5

(Section Break)

Please read carefully, initial each paragraph and sign below:

I hereby certify that the answers given by me on this application are true and correct to the best of my knowledge, and that I have not withheld any information that might adversely affect my chances for appointment. I understand that any misstatement or omission of fact on this application or any documents used to obtain an appointment may result in rejection of this application or immediate discharge if I am appointed, regardless of the time elapsed before discovery of the misstatement or omission. I further certify that I, the applicant, have personally completed this application

Initials	cdg

I hereby authorize the City of Palmdale to investigate my references, prior employers, work record, education, and other matters related to my suitability for appointment and further, authorize the references I have listed, all prior employers, and all educational institutions attended, to disclose to the City of Palmdale any and all letters, reports, and other information related to my records, including, but not limited to, my performance reviews and evaluations, discipline, commendations, awards, and all other employment information, without giving me prior notice of such disclosure. By providing this page of the application to the references, prior employers, and educational institutions attended, I release them, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities for providing the City of Palmdale with all information. I release the City of Palmdale, its agents, employees, and representatives, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities that may result from any use or disclosure of such information by the City of Palmdale, or any of its agents, employees, and representatives.

Initials	cdg

I further understand and agree that as a condition to being appointed to the Measure AV Oversight Committee, I will be required to agree to conduct myself in accordance with the City of Palmdale's personnel practices and policies as set forth in the Human Resources Rules, the Brown Act, the Public Records Act, and the Measure AV Oversight Committee Rules of Procedures, copies of which I will be provided and will review prior to accepting an appointment to the Measure AV Oversight Committee. To the fullest extent permitted by law, I expressly consent to, and I waive any rights of privacy I might otherwise have in connection with the City's Human Resources Rules in general and the above-described sections in particular.

Initials	cdg

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 this Measure AV Oversight Committee position and that such information collected during the check will be kept confidential.

Initials	cdg

(Section Break)

Volunteer Information

REASONABLE ACCOMMODATIONS	No
Foreign Language	*Field not completed.*
Do you?	*Field not completed.*
Foreign Language	*Field not completed.*
Do you?	*Field not completed.*
Specialized training/skills:	*Field not completed.*
Computer Skills	Word, Photoshop, Excel, Adobe Creator, PowerPoint, Publisher

(Section Break)

In Case of Emergency

Whom should we notify?

Name	[redacted]
Relationship	[redacted]
Home Phone	[redacted]
Work 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]

(Section Break)

AUTHORIZATION AND RELEASE

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	2/5/2023
Electronic Signature Agreement	I agree.
Electronic Signature	Cynthia D. Garcia
Applicants are encouraged to attach a resume.	*Field not completed.*

Email not displaying correctly? View it in your browser.

Print

Measure AV Oversight Committee Application - Submission #38876

Date Submitted: 3/16/2023

CITY OF PALMDALE

Office of the City Clerk
38300 Sierra Highway, Suite C
Palmdale, CA 93550
(661) 267-5151

Measure AV Oversight Committee 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.

Measure AV Oversight Committee Information: District 5

Name*

Maria Rosaura Mainella (Rosie)

Date

mm/dd/yyyy

Business Telephone

Home Telephone

Cell Phone*

[redacted]

Possession of a valid California driver's license and the ability to be insured with the City's insurance carrier is required.

Present Address*

[redacted]

City	State	Zip Code
Palmdale	CA	[redacted]

Permanent Address if different from present address

City	State	Zip Code

Personal Information

(Please attach additional sheets, if necessary.)

Are you currently serving as an elected city or county official? If yes, please explain.*

- ○ Yes
- ◉ No

Please Explain

Do you or any members of your immediate family own any interest in any enterprise which does or might do business with the City and/or the Board/Commission? *

- ○ Yes
- ◉ No

Do you or any members of your immediate family own any interest in any real property adjacent to or within the City of Palmdale?*

- ○ Yes
- ◉ No

Do you or any members of your immediate family have any interests or associations which might present a conflict of interest?*

- ○ Yes
- ◉ No

List all current organizations and societies of which you are a member.

Optimist International, Wellbeing Coalition, Council for Prevention of Child Abuse, Inter-Agency Council on Child Abuse and Neglect, OCAP, AV Violence Prevention Coalition, Department of Mental Health (DMH) Service Area Leadership Team, DMH clergy, Inter-faith, and Health Neighborhood. Department of Children and Family Services Regional Advisory Council.

Describe any public service experience serving on a commission or public body?

I have served as a chairperson for two and a half terms for L.A. Care Health Plan's Regional Community Advisory Committee. I am currently the Director for the council for Prevention of Child Abuse serving SPA1. These opportunities have provided me with the experience to work with budgets, community-based organizations, general public, creating programs, projects and activities for the community.

Why do you want to serve on the Measure AV Oversight Committee?

I feel I am committed to the city of Palmdale and the residents and have a vested interest in seeing it always being successful. I also bring a level of serenity, and insight to the needs of the community we serve due to my experience in serving the community for many years.

What is your vision for Palmdale?

It may be a bit ultraistic, I wish to have a community where all residents are provided with the opportunity to thrive by using the social determinants of health and diversity equity and inclusion.

Please describe your experience and knowledge of local government finance.

My experience with local government and finance is the classes that I took in the Palmdale academy in which we had all the leaders of each department share what they do and are in charge of accomplishing. I have also attended several of the council meetings and the planning commission meetings.

Please describe how you will contribute to the Measure AV Oversight Committee.

How I will contribute to the Measure AV Oversight committee is by being impartial and looking at what is best for our community and the needs of our city and residents first.

Please list three items you personally think, if funded appropriately, could increase the quality of life in Palmdale.

Three items I personally think would benefit our community if funded appropriately are 1. quality education for our students, including smaller class sizes for individualized attention to not fall behind, the trades and music. 2. Programs for the children of commuters that will foster wellbeing, build character, teach respect for our planets inhabitants. This includes respect for self, senior citizens, adults, youth, children of all races and creeds, pets, the wildlife including flora and fauna. 3. Assisting single parent households to thrive by creating a visitation program in which residents receive information and resources needed to prevent the stressors that can lead to maltreatment and homelessness.

Education, Training and Experience

High School

Name*

Sylmar High School

Address*

13050 Borden Ave. Sylmar, CA

Number of Years Completed*	Did you Graduate?*	Degree or Diploma*	GPA (i.e., A=4.0)*
4	(•) Yes ( ) No	Diploma & certifications	?

College/University

Name	Address
N/A	

Number of Years Completed	Did you graduate?	Degree or Diploma	GPA (i.e., A=4.0)
	( ) Yes ( ) No		

Vocational

Name	Address
West Valley Occupational Center	6200 Winnetka Ave. Woodland Hills, CA 91367

Number of Years Completed	Did you graduate?	Degree or Diploma	GPA (i.e., A=4.0)
1	(•) Yes ( ) No	Nursing	?

Other

life long learner continuing education, most recent: Certification in Applied Positive Psychology WellBeing Lab.

Employment History

List below all present and past employment for the last ten (10) years starting with your most recent employer. Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer

Council for Prevention of Child Abuse

Address

39130 3rd Street East Palmdale

Type of Business

Action for Kids CAPC of AV nonprofit organization

Telephone Number

6612081425

Your Supervisor's Name

Self Employed/Volunteer

Your Position and Duties

Executive Director in charge of management of day to day operations

Major Accomplishments

Participated in 57 events, created and managed 15 projects, outreached to over five thousand individuals and engaged over 500 people in one year.

Dates of Employment **From** 3/2/2016 **To** 3/16/2023

Reason for Leaving

currently managing the council

Upon leaving, were you eligible for rehire?

- (●) Yes
- ( ) No

Name of Employer

Pueblo y Salud Inc.

Address

39130 3rd Street East Palmdale

Type of Business

Environmental Social Justice Nonprofit org.

Telephone Number

8188372272

Your Supervisor's Name

Ruben Rodriguez

Your Position and Duties

Prevention Coordinator. Create community connections to bring about reduction of substances that can cause disorders in youth, like alcohol, tobacco, marijuana. Etc.

Major Accomplishments

Worked with the City of Palmdale to bring about a ban on flavored tobacco and sweet, fizzy, high content alcohol products marketed to youth. Provided data critical for the prevention of marijuana establishments setting up business in Palmdale.

Dates of Employment **From** 6/15/2019 **To** 7/1/2022

Reason for Leaving

Personal

Upon leaving, were you eligible for rehire?

- (•) Yes
- ( ) No

Name of Employer

California Health Collaborative Every Woman Counts Program

Address

1680 W Shaw Ave, Fresno, CA 93711

Type of Business

Health Collaborative

Telephone Number

5204650959

Your Supervisor's Name

Jennifer Metz

Your Position and Duties

Community Health Worker, creating connections in the effort to bring awareness to early detection of breast and cervical cancer in Los Angeles County from 2005 to present.

Major Accomplishments

For several years, hosted an annual woman's tea event for the Palmdale residents on Health topics of their choice.

Dates of Employment **From** **To**

7/1/2005 3/16/2023

Reason for Leaving

Still working here

Upon leaving, were you eligible for rehire?

- (•) Yes
- ( ) No

References

List below three persons not related to you who have knowledge of your civic activity within the last three years.

Name

Jennifer Metz

Address

NA

City **State** **Zip Code**

Occupation

[redacted]

Telephone Number

[redacted]

Number of Years Acquainted

18

Name

Sam Roman

Address

[redacted]

City

[redacted]

State

[redacted]

Zip Code

[redacted]

Occupation

[redacted]

Telephone Number

[redacted]

Number of Years Acquainted

20

Name

Xavier and Laura Flores

Address

[redacted]

City

[redacted]

State

[redacted]

Zip Code

[redacted]

Occupation

[redacted]

Telephone Number

[redacted]

Number of Years Acquainted

3+

Please read carefully, initial each paragraph and sign below:

I hereby certify that the answers given by me on this application are true and correct to the best of my knowledge, and that I have not withheld any information that might adversely affect my chances for appointment. I understand that any misstatement or omission of fact on this application or any documents used to obtain an appointment may result in rejection of this application or immediate discharge if I am appointed, regardless of the time elapsed before discovery of the misstatement or omission. I further certify that I, the applicant, have personally completed this application

Initials*

mrm

I hereby authorize the City of Palmdale to investigate my references, prior employers, work record, education, and other matters related to my suitability for appointment and further, authorize the references I have listed, all prior employers, and all educational institutions attended, to disclose to the City of Palmdale any and all letters, reports, and other information related to my records, including, but not limited to, my performance reviews and evaluations, discipline, commendations, awards, and all other employment information, without giving me prior notice of such disclosure. By providing this page of the application to the references, prior employers, and educational institutions attended, I release them, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities for providing the City of Palmdale with all information. I release the City of Palmdale, its agents, employees, and representatives, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities that may result from any use or disclosure of such information by the City of Palmdale, or any of its agents, employees, and representatives.

Initials*

mrm

I further understand and agree that as a condition to being appointed to the Measure AV Oversight Committee, I will be required to agree to conduct myself in accordance with the City of Palmdale's personnel practices and policies as set forth in the Human Resources Rules, the Brown Act, the Public Records Act, and the Measure AV Oversight Committee Rules of Procedures, copies of which I will be provided and will review prior to accepting an appointment to the Measure AV Oversight Committee. To the fullest extent permitted by law, I expressly consent to, and I waive any rights of privacy I might otherwise have in connection with the City's Human Resources Rules in general and the above-described sections in particular.

Initials*

mrm

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 this Measure AV Oversight Committee position and that such information collected during the check will be kept confidential.

Initials*

mrm

Volunteer Information

REASONABLE ACCOMMODATIONS

Based on your understanding of the Volunteer Program, will you require any special accommodations to apply and/or participate as a volunteer?

- ○ Yes
- ◉ No

What reasonable accommodations would be necessary to assist you in this area?

Foreign Language

Spanish

Do you?

- ☑ Speak
- ☑ Read
- ☑ Write

Foreign Language

Do you?

- ☐ Speak
- ☐ Read
- ☐ Write

Specialized training/skills:

Multiple health education topics, Wellbeing, Substance use disorders training, conflict resolution training & certification.

Computer Skills

☑ Word	☑ Excel	☐ Access	☑ Publisher
☐ Photoshop	☐ Adobe Creator	☑ PowerPoint	☑ Other

Other

Canva, Google Meets,

In Case of Emergency

Whom should we notify?

Name*

[redacted]

Relationship

[redacted]

Home Phone

[redacted]

Work 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 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

3/16/2023

Electronic Signature Agreement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

☑ I agree.

Electronic Signature

Maria Rosaura Mainella

Applicants are encouraged to attach a resume.

M.R.Mainella.Resume.2023MAV.pdf

Maria R. (Rosie) Mainella L.V.N.
[redacted]

Objective: To use my prevention knowledge, community connections, strong presentation and intrapersonal skills to help create wellbeing and equity in the city of Palmdale through the Measure AV Oversight Committee.

SUMMARY OF RELEVANT EXPERIENCES AND TECHNICAL SKILLS

- Bilingual Spanish oral and written skills
- Highly knowledgeable in the field of environmental prevention it focuses on preventing substance use disorders and related harms using equity centric community-level strategies
- Strong work ethic, dependable, Creative, trust worthy, professional and deadline minded.
- Can work in a team or independently.
- Microsoft office suite
- 20+ years as an active and connected member of the Antelope Valley SPA 1 community.
- 10+ years managing large group projects and coordination of volunteers.
- Community Organizer and Advocate all my life.
- Strong intrapersonal skills with children, youth, and adults.
- 20 years of community outreach and education to underserved populations throughout L.A. County.
- Led a multi-level Girl Scout Troop for many years and a youth neighborhood action council at boys and girls club.
- Experience in Relationship building between Community Based Organizations and the people of the Antelope Valley, Pasadena, and other L.A. County regions.
- 10 years in L.A. Care Health Plan's Regional Community Advisory Committee, 5 years as Chairwoman.
- Certified in various health topics including, HIV, Family Planning, Chronic disease management, etc.
- Currently involved in many programs/projects and committees as a volunteer for the purpose of safeguarding youth and thereby the future.

PROFFESIONAL EXPERIENCE

Prevention Coordinator

Pueblo y Salud Inc. Palmdale SPA 1 **6.2018 to 7.2022**

- Assess. Evaluate with team. Develop Work plan. Implementation of workplan. Evaluation of outcomes. Create Service Planning Area wide awareness and norm changes of the dangers of underage youth access to substances including alcohol, cannabis, vaping products and other drugs, legal or illegal and substance use disorders (SUD).
- Research and create educational materials, graphics and short videos with the most up to date and relevant data for the purpose of informing and educating youth and adults on SUD.
- Create and Maintain high quality relationships with schools, churches, agencies and especially the underserved community for the purpose of opening doors to provide prevention education & information to youth and adults throughout SPA 1.

- Create and administer community assessments for the purpose of advocating for policy changes in the Antelope Valley to reduce youth access to alcohol, vaping products and other drugs.
- Create work plans to provide prevention modalities and programs in the Antelope Valley.
- Adhere to deadlines, find out what needs to be done and get it done without being told.
- Organize and mobilize community to change alcohol and other substance norms.
- Create quarterly reports to be submitted to LA County department of public health substance abuse prevention and control (SAPC)
- Input data into the county provided portal to update all the activities the agency did each month.
- Participate in community and county wide workgroups and coalitions to gather and share information and resources.

Executive Director

AFFIRM AV – Council for Prevention of Child Abuse **5.2017 to Present**

Assisting Families Find Information and Resources Mindfully in Antelope Valley

- Coordinate projects and programs for the prevention of child abuse and neglect in SPA 1
- Create awareness and help change social norms that contribute to child maltreatment in all forms.
- Collaborate and partner with community organizations and groups like First5LA, Best Start, LA Care health plan, Antelope Valley Partners for Health, Tarzana Treatment centers, Pueblo y Salud and others, for the purpose of serving the community and reducing the stressors that can lead to child maltreatment.
- Presentations on child abuse prevention including bullying and all that prevention entails.
- Organize and mobilize community to bring awareness to child abuse prevention.

California Every Woman Counts Educator

California Health Collaborative **2005 to Present**

- Community outreach and education on breast and cervical cancer early detection to underserved populations in all regions of L.A. County.

Speak to individuals and agencies to encourage them to program a free workshop, administer a pre, and post-test, gather data, and provide education and resources to all present.

Coordinated Entry System Youth Housing Navigator **7.2017 to 6.2018**

Valley Oasis Domestic Violence Council Youth Housing Program

- Assisting homeless youth ages 18-24 with housing after a needs assessment and eligibility is done.
- Attend community meetings and events to strengthen the program through collaborations.
- Enter the assessment into the LAHSA's HMIS/Clarity data base for seamless sharing of information with other providers as needed to help the youth and for running reports. Wrote progress notes on each youth regularly.
- As a team with the youth: search for, identity, apply for, and move into safe affordable housing.
- Assist youth obtain needed documentation to apply for housing and benefits they may be eligible for. Example: State I.D. Social Security Card, Cal Fresh for food, etc.

- Shop for bed, and needed household items, as well as some minor furnishings for the youth's home (like setting up a college dorm for a student.)
- As a team with the youth, (once housed) set SMART goals to help the youth gain employment to become self-sufficient.

Program/Project Coordinator **4.2016 to 7.2017**

Antelope Valley Child Abuse Prevention Council –Yes2Kids

- Lead for Yes2Kids in the implementation of the First5LA Best Start Lancaster grant. To strengthen family connections and reduce child abuse in the city of Lancaster and outlying areas.
- Identify and recruit a total of 60 volunteers to be trained to become Community Information Ambassadors. CIAs receive 11 core trainings and learn resources available in the Antelope Valley to be shared in the community.
- Program the CIAs to attend community forums, events, and collaborative meetings to learn of and share the resources with the population in Lancaster and outlying areas.
- Lead the Advertising Campaign and Yes2Kids 14th Annual Writing Contest for the awareness and prevention of child abuse in the Antelope Valley.
- Plan and collaborate on a total of eight events to strengthen families and reduce child maltreatment every three months in Lancaster and created the flyer for 4 of the events.
- Maintain a high profile on both the Yes2Kids and Best Start Lancaster Facebook pages.
- Manage the mileage and timesheets for all the Yes2Kids volunteers in the grant.
- Create a monthly volunteer activity and event calendar and provide additional training opportunities.

Office Manager and Community Relations Specialist **5.2013-8.2015**

Hoopers Rear End Exchange LLC

- Managed the growth & visibility of the company through one on one and telephonic relationship building as well as web-advertising.
- Traveled throughout Los Angeles, Ventura, and Orange Counties to personally meet and speak about the company and products, as well as deliver product.
- Book Keeping, data entry, answering phones and other office duties.

Health Education Advocate with Associates equivalent **12.2012-5.2013**

L.A. Care Health Plan

- Managed the health workshop component of the Health Education Department for the members while short staffed by three M.P.H. and one B.S. while performing my regular duties.
- Visited members daily at the postpartum department of Antelope Valley Hospital, to speak on the importance of self-care and keeping the post-partum medical appointments for mom and new born in the Antelope Valley. Visited the OBGYN Doctors to speak on the services the plan could provide to enhance their services.
- Conducted health workshops, administered pre/post-test, sent out chart notes to Health care providers, maintained a data base of the tests, member attendance, sign in sheets, etc.
- Procured Venues, booked workshops, recruited members via mail and telephone, taught classes on various health topics for the management of chronic illness and The Healthier Living program in Spanish and English (a Stanford University evidence based curriculum) managed transportation to the classes for members.

Health Education Consultant, Antelope Valley Region **8.2012-12.2012**

L.A. Care Health Plan

- Taught health workshops on several topics for L.A. Care Health Plan members.
- Coordinated workshop attendance, by sending invitations via mail and follow up call from L.A.
- Administered pre, and post-test and quality surveys and entered the data for the Plan.
- Via telephone followed up with behavioral change survey a few weeks later, then months later for members who attended the workshops.

Health Education Member Contact Coordinator **5.2012-8.2012**

ACT 1. Temp Agency for L.A. Care Health Plan

- Increased attendance at workshops for the Health Education Department by inviting plan members via telephone, after sending out the mail merge invitation.
- Provided assistance to the many educators with translation of materials and presentations, mail merge and mailings, data entry, scanning, tracking and setting up transportation.

Community Organizer SPA 1 **4.2010-9.2011**

(SBCC) South Bay Center for Counseling and Community Development

- Identified and empowered local leaders to create groups called Neighborhood Action Councils in Palmdale and Lancaster areas.
- Focus on building community capacity such as grant writing, and connections. The groups are still active today, 2017.
- Managed and assisted the five NAC's to become cohesive groups that worked on impactful projects to bring about positive change to the community, using their gifts, talents, and values as strength based groups.

Health Promoter/L.V.N **10.2009-4.2010**

Community Health Alliance of Pasadena Clinics (CHAP)

- Built relationships between CHAP clinic and local CBO and Churches. Created health presentations for the community. Designed and created brochures for upcoming workshops.
- Coordinated educational events, managed the data
- Provided simultaneous interpretation from English to Spanish.
- Managed the health education classes and taught Healthy Living Classes.

Community Health Outreach Worker/Bilingual Consultant

A.V.P.H. Care A Van Mobile Health Clinic of Antelope Valley **1.2001-10.2009**

- Collaborated with Antelope Valley's Community Partners like WIC, American Cancer Society, City of Hope, Migrant Ed, Head Start, Dep. Of Children & Family Services, Department of Mental Health, and Churches to provide health education and have the clinic provide services to underserved populations.
- Successfully managed the Community Health Outreach Worker program and team for a year.

- Helped to procure start-up funding for the A.V. Community Clinic from L.A. Care Health Plan.

Day Care Provider

Mainella Family Day Care **1994-1997**

- Nurtured children in a clean, safe, loving environment where they were well prepared for kindergarten

Back office nurse L.V.N

Dr. Luigi Gentile and Dr. Feldman Orthopedic Surgeons, Studio City, CA

- All back office duties: Schedule surgeries, assist with in office procedures, sterilizing of instruments, chart notes, send transcription out and file upon return, order charts and ensure they are ready, inventory and supplies, etc.

Education and Professional Development

CA Licensed Vocational Nurse [redacted]
Vocational Nursing School Diploma
Woodland Hills, CA 91367

Diploma/Certified Nursing Assistant/Home Health Aid Sylmar High School
Sylmar, CA 91342

Certified in

Project Management	Online training offered through L.A. Care Health Plan
Motivational Interviewing	Fred Prior trainings
Mandated Reporter	AVCAPC – Yes2Kids
Protective Factors	AVCAPC – Yes2Kids
Certified Application Assistant	State of California
Conflict Resolution & Mediation	Dispute Resolution Program Human Relations Commission
CPR, First Aid, BLS	American Heart Association
Family Planning Health Worker	CA Family Health Council, Inc.
HIV Aids & STI	LA County Office of Woman's Health
Asthma & Allergies	Asthma & Allergy foundation of America
Healthy Living Tomando Control de su Salud	Stanford University Curriculum at Kaiser Permanente
Pre-Term Labor	Vision y Compromiso

Breast & Cervical Cancer Early Detection	CA Every Woman Counts Program
Nutrition and Physical Activity	The California Nutrition Network & BHS
Woman's Health	Western Schools
Diabetes Education	American Diabetes Association
I.V. Therapy and Phlebotomy	University of Antelope Valley

From: noreply@civicplus.com
To: Rochelle Scott; Roxanne Faber
Subject: Online Form Submittal: Measure AV Oversight Committee Application
Date: Tuesday, February 28, 2023 11:23:53 AM

CAUTION: This email originated from outside of the organization.

Measure AV Oversight Committee Application

Office of the City Clerk
38300 Sierra Highway, Suite C
Palmdale, CA 93550
(661) 267-5151

Measure AV Oversight Committee 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.

Measure AV Oversight Committee Information:

Name	Jason Zink	District 5
Date	*Field not completed.*	
Business Telephone	[redacted]	
Home Telephone	*Field not completed.*	
Cell Phone	[redacted]	

Possession of a valid California driver's license and the ability to be insured with the City's insurance carrier is required.

Present Address	[redacted]
City	Palmdale

State	CA
Zip Code	[redacted]
Permanent Address if different from present address	[redacted]
City	Palmdale
State	CA
Zip Code	[redacted]
	(Section Break)

Personal Information

(Please attach additional sheets, if necessary.)

Are you currently serving as an elected city or county official? If yes, please explain.	No
Do you or any members of your immediate family own any interest in any enterprise which does or might do business with the City and/or the Board/Commission?	No
Do you or any members of your immediate family own any interest in any real property adjacent to or within the City of Palmdale?	Yes
Do you or any members of your immediate family have any interests or associations which	No

might present a conflict of interest?	
List all current organizations and societies of which you are a member.	AV Rural Museum, Audubon Society, PBS, Smithsonian.
Describe any public service experience serving on a commission or public body?	Chamber of Commerce, GAVAR, ARTC, GPAC, Littlerock town Council.
Why do you want to serve on the Measure AV Oversight Committee?	To help guide City to improve the Quality of Life Experience here. Help People succeed in their life and challenges.
What is your vision for Palmdale?	To be a Great City to a Pride Place to Call Home, Hometown Feel with Big City Life things to do. Lifestyle Active Community. Neighbor helping Neighbor and City helping Me & Neighbors.
Please describe your experience and knowledge of local government finance.	30+ years of going to City Council Meetings
Please describe how you will contribute to the Measure AV Oversight Committee.	In helping to allow greater input from Everyone in the community on how Measure AV Funding is spent with focus on the little-guy/girl and help organization that want to help others..
Please list three items you personally think, if funded appropriately, could increase the quality of life in Palmdale.	-Establish Train Horn Quiet Zone -Establish Youth Board and Youth Job Program. Senior Board. Public Safety Board. City Strategy Board. Adult Board. -Development of Parks and Preserve like Lake Palmdale, Una Lake, Indian Ponds, Barrel Springs and Palmenthol Historic Park and support the Arts. -Free Internet and Basic Cable for low income Seniors and Disable Vets. -Beautification Projects
	(Section Break)

Education, Training and Experience

High School

Name	Palmdale High
Address	Ave R in Palmdale
Number of Years Completed	4
Did you Graduate?	Yes
Degree or Diploma	Diploma
GPA (i.e., A=4.0)	3.0

College/University

Name	*Field not completed.*
Address	*Field not completed.*
Number of Years Completed	*Field not completed.*
Did you graduate?	*Field not completed.*
Degree or Diploma	*Field not completed.*
GPA (i.e., A=4.0)	*Field not completed.*

Vocational

Name	*Field not completed.*
Address	*Field not completed.*
Number of Years Completed	*Field not completed.*
Did you graduate?	*Field not completed.*
Degree or Diploma	*Field not completed.*
GPA (i.e., A=4.0)	*Field not completed.*
Other	CA Real Estate License

(Section Break)

Employment History

List below all present and past employment for the last ten (10) years starting with your most recent employer. Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer	AV Land Guy - Zinkland; self-employed
Address	P.O. Box 902376
Type of Business	Real Estate Consulting
Telephone Number	661-810-9931
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	Owner
Major Accomplishments	*Field not completed.*
Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	*Field not completed.*
	(Section Break)
Name of Employer	*Field not completed.*
Address	*Field not completed.*
Type of Business	*Field not completed.*
Telephone Number	*Field not completed.*
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	*Field not completed.*

Major Accomplishments	*Field not completed.*
Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	*Field not completed.*
(Section Break)	
Name of Employer	*Field not completed.*
Address	*Field not completed.*
Type of Business	*Field not completed.*
Telephone Number	*Field not completed.*
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	*Field not completed.*
Major Accomplishments	*Field not completed.*
Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	*Field not completed.*
(Section Break)	

References

List below three persons not related to you who have knowledge of your civic activity within the last three years.

Name	*Field not completed.*
Address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*
Occupation	*Field not completed.*
Telephone Number	*Field not completed.*
Number of Years Acquainted	*Field not completed.*

(Section Break)

Name	*Field not completed.*
Address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*
Occupation	*Field not completed.*
Telephone Number	*Field not completed.*
Number of Years Acquainted	*Field not completed.*

(Section Break)

Name	*Field not completed.*
Address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*
Occupation	*Field not completed.*

Telephone Number	*Field not completed.*
Number of Years Acquainted	*Field not completed.*

(Section Break)

Please read carefully, initial each paragraph and sign below:

I hereby certify that the answers given by me on this application are true and correct to the best of my knowledge, and that I have not withheld any information that might adversely affect my chances for appointment. I understand that any misstatement or omission of fact on this application or any documents used to obtain an appointment may result in rejection of this application or immediate discharge if I am appointed, regardless of the time elapsed before discovery of the misstatement or omission. I further certify that I, the applicant, have personally completed this application

Initials	JZ

I hereby authorize the City of Palmdale to investigate my references, prior employers, work record, education, and other matters related to my suitability for appointment and further, authorize the references I have listed, all prior employers, and all educational institutions attended, to disclose to the City of Palmdale any and all letters, reports, and other information related to my records, including, but not limited to, my performance reviews and evaluations, discipline, commendations, awards, and all other employment information, without giving me prior notice of such disclosure. By providing this page of the application to the references, prior employers, and educational institutions attended, I release them, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities for providing the City of Palmdale with all information. I release the City of Palmdale, its agents, employees, and representatives, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities that may result from any use or disclosure of such information by the City of Palmdale, or any of its agents, employees, and representatives.

Initials	JZ

I further understand and agree that as a condition to being appointed to the

Measure AV Oversight Committee, I will be required to agree to conduct myself in accordance with the City of Palmdale's personnel practices and policies as set forth in the Human Resources Rules, the Brown Act, the Public Records Act, and the Measure AV Oversight Committee Rules of Procedures, copies of which I will be provided and will review prior to accepting an appointment to the Measure AV Oversight Committee. To the fullest extent permitted by law, I expressly consent to, and I waive any rights of privacy I might otherwise have in connection with the City's Human Resources Rules in general and the above-described sections in particular.

Initials	JZ

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 this Measure AV Oversight Committee position and that such information collected during the check will be kept confidential.

Initials	JZ

(Section Break)

Volunteer Information

REASONABLE ACCOMMODATIONS	No
Foreign Language	*Field not completed.*
Do you?	*Field not completed.*
Foreign Language	*Field not completed.*
Do you?	*Field not completed.*
Specialized training/skills:	*Field not completed.*
Computer Skills	*Field not completed.*

(Section Break)

In Case of Emergency

Whom should we notify?

Name	[redacted]
Relationship	[redacted]
Home Phone	[redacted]
Work 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]

(Section Break)

AUTHORIZATION AND RELEASE

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	2/28/2023
Electronic Signature Agreement	I agree.
Electronic Signature	Jason Zink
Applicants are encouraged to attach a resume.	*Field not completed.*

Email not displaying correctly? View it in your browser.

From: noreply@civicplus.com
To: Rochelle Scott; Roxanne Faber
Subject: Online Form Submittal: Measure AV Oversight Committee Application
Date: Thursday, February 16, 2023 5:59:28 PM

CAUTION: This email originated from outside of the organization.

Measure AV Oversight Committee Application

Office of the City Clerk
38300 Sierra Highway, Suite C
Palmdale, CA 93550
(661) 267-5151

Measure AV Oversight Committee 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.

Measure AV Oversight Committee Information:

Name	Arthur Calloway II Outside Boundaries
Date	*Field not completed.*
Business Telephone	*Field not completed.*
Home Telephone	*Field not completed.*
Cell Phone	[redacted]

Possession of a valid California driver's license and the ability to be insured with the City's insurance carrier is required.

Present Address	[redacted]
City	[redacted]

State	CA
Zip Code	[redacted]
Permanent Address if different from present address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*

(Section Break)

Personal Information

(Please attach additional sheets, if necessary.)

Are you currently serving as an elected city or county official? If yes, please explain.	No
Do you or any members of your immediate family own any interest in any enterprise which does or might do business with the City and/or the Board/Commission?	No
Do you or any members of your immediate family own any interest in any real property adjacent to or within the City of Palmdale?	No
Do you or any members of your immediate family have any interests or associations which	No

might present a conflict of interest?	
List all current organizations and societies of which you are a member.	Antelope Valley Black Chambers of Commerce Vote Your Power Back Valley Oasis Democratic Club of the High Desert League of Women Voters of California
Describe any public service experience serving on a commission or public body?	Hands-on Atlanta United States Air Force
Why do you want to serve on the Measure AV Oversight Committee?	I am very invested in this community serving the disadvantaged demographics that need help.
What is your vision for Palmdale?	To be the most inclusive community in AV when it comes to serving the community with nonprofit dollars.
Please describe your experience and knowledge of local government finance.	*Field not completed.*
Please describe how you will contribute to the Measure AV Oversight Committee.	*Field not completed.*
Please list three items you personally think, if funded appropriately, could increase the quality of life in Palmdale.	*Field not completed.*

(Section Break)

Education, Training and Experience

High School

Name	Salem High School

Address	salem high school rd
Number of Years Completed	4
Did you Graduate?	Yes
Degree or Diploma	College Prep
GPA (i.e., A=4.0)	2.9

College/University

Name	Wayland Baptist University
Address	*Field not completed.*
Number of Years Completed	4
Did you graduate?	Yes
Degree or Diploma	Bachelor of Occupational Education inBachelor of Occupational Education in Business Administration
GPA (i.e., A=4.0)	*Field not completed.*

Vocational

Name	*Field not completed.*
Address	*Field not completed.*
Number of Years Completed	*Field not completed.*
Did you graduate?	*Field not completed.*
Degree or Diploma	*Field not completed.*
GPA (i.e., A=4.0)	*Field not completed.*
Other	*Field not completed.*

(Section Break)

Employment History

List below all present and past employment for the last ten (10) years starting with your most recent employer. Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer	United State Air Force
Address	*Field not completed.*
Type of Business	*Field not completed.*
Telephone Number	*Field not completed.*
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	Avionics Electronics TechnicianAvionics Electronics Technician Military InstructorMilitary Instructor Training Manager
Major Accomplishments	*Field not completed.*
Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	Yes
	(Section Break)
Name of Employer	L-3 Communications
Address	*Field not completed.*
Type of Business	*Field not completed.*
Telephone Number	*Field not completed.*
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	Field Service Representative
	Field not completed.

Major Accomplishments	
Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	Yes
(Section Break)	
Name of Employer	Northrop Grumman
Address	*Field not completed.*
Type of Business	*Field not completed.*
Telephone Number	*Field not completed.*
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	Senior Principal Network Communications Information System Engineer Manager 3 Staff Configuration Analyst
Major Accomplishments	*Field not completed.*
Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	Current Position
Upon leaving, were you eligible for rehire?	Yes
(Section Break)	

References

List below three persons not related to you who have knowledge of your civic activity within the last three years.

Name	*Field not completed.*
Address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*
Occupation	*Field not completed.*
Telephone Number	*Field not completed.*
Number of Years Acquainted	*Field not completed.*
(Section Break)	
Name	*Field not completed.*
Address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*
Occupation	*Field not completed.*
Telephone Number	*Field not completed.*
Number of Years Acquainted	*Field not completed.*
(Section Break)	
Name	*Field not completed.*
Address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*
Occupation	*Field not completed.*

Telephone Number	*Field not completed.*
Number of Years Acquainted	*Field not completed.*

(Section Break)

Please read carefully, initial each paragraph and sign below:

I hereby certify that the answers given by me on this application are true and correct to the best of my knowledge, and that I have not withheld any information that might adversely affect my chances for appointment. I understand that any misstatement or omission of fact on this application or any documents used to obtain an appointment may result in rejection of this application or immediate discharge if I am appointed, regardless of the time elapsed before discovery of the misstatement or omission. I further certify that I, the applicant, have personally completed this application

Initials	ajc

I hereby authorize the City of Palmdale to investigate my references, prior employers, work record, education, and other matters related to my suitability for appointment and further, authorize the references I have listed, all prior employers, and all educational institutions attended, to disclose to the City of Palmdale any and all letters, reports, and other information related to my records, including, but not limited to, my performance reviews and evaluations, discipline, commendations, awards, and all other employment information, without giving me prior notice of such disclosure. By providing this page of the application to the references, prior employers, and educational institutions attended, I release them, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities for providing the City of Palmdale with all information. I release the City of Palmdale, its agents, employees, and representatives, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities that may result from any use or disclosure of such information by the City of Palmdale, or any of its agents, employees, and representatives.

Initials	ajc

I further understand and agree that as a condition to being appointed to the

Measure AV Oversight Committee, I will be required to agree to conduct myself in accordance with the City of Palmdale's personnel practices and policies as set forth in the Human Resources Rules, the Brown Act, the Public Records Act, and the Measure AV Oversight Committee Rules of Procedures, copies of which I will be provided and will review prior to accepting an appointment to the Measure AV Oversight Committee. To the fullest extent permitted by law, I expressly consent to, and I waive any rights of privacy I might otherwise have in connection with the City's Human Resources Rules in general and the above-described sections in particular.

Initials	ajc

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 this Measure AV Oversight Committee position and that such information collected during the check will be kept confidential.

Initials	ajc

(Section Break)

Volunteer Information

REASONABLE ACCOMMODATIONS	No
Foreign Language	*Field not completed.*
Do you?	*Field not completed.*
Foreign Language	*Field not completed.*
Do you?	*Field not completed.*
Specialized training/skills:	*Field not completed.*
Computer Skills	Word, Excel, PowerPoint, Publisher

(Section Break)

In Case of Emergency

Whom should we notify?

Name	[redacted]
Relationship	[redacted]
Home Phone	[redacted]
Work 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.)	*Field not completed.*

(Section Break)

AUTHORIZATION AND RELEASE

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	*Field not completed.*
Electronic Signature Agreement	*Field not completed.*
Electronic Signature	*Field not completed.*
Applicants are encouraged to attach a resume.	*Field not completed.*

Email not displaying correctly? View it in your browser.

From: noreply@civicplus.com
To: Rochelle Scott; Roxanne Faber
Subject: Online Form Submittal: Measure AV Oversight Committee Application
Date: Friday, February 24, 2023 11:32:16 AM

CAUTION: This email originated from outside of the organization.

Measure AV Oversight Committee Application

Office of the City Clerk
38300 Sierra Highway, Suite C
Palmdale, CA 93550
(661) 267-5151

Measure AV Oversight Committee 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.

Measure AV Oversight Committee Information:

Name	rick carr	Outside City boundaries LA County pocket of Palmdale
Date	2/24/2023	
Business Telephone	[redacted]	
Home Telephone	*Field not completed.*	
Cell Phone	[redacted]	

Possession of a valid California driver's license and the ability to be insured with the City's insurance carrier is required.

Present Address	[redacted]
City	palmdale

State	California
Zip Code	[redacted]
Permanent Address if different from present address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*
	(Section Break)

Personal Information

(Please attach additional sheets, if necessary.)

Are you currently serving as an elected city or county official? If yes, please explain.	No
Do you or any members of your immediate family own any interest in any enterprise which does or might do business with the City and/or the Board/Commission?	No
Do you or any members of your immediate family own any interest in any real property adjacent to or within the City of Palmdale?	Yes
Do you or any members of your immediate family have any interests or associations which	No

might present a conflict of interest?	
List all current organizations and societies of which you are a member.	measure AV oversite committee westside christian fellowship
Describe any public service experience serving on a commission or public body?	measure AV oversite committee
Why do you want to serve on the Measure AV Oversight Committee?	to be a part of the improvement of our city
What is your vision for Palmdale?	to see the city grow and become something we can all be proud of
Please describe your experience and knowledge of local government finance.	it has grown over the last two years on the committee
Please describe how you will contribute to the Measure AV Oversight Committee.	to voice concerns for the community
Please list three items you personally think, if funded appropriately, could increase the quality of life in Palmdale.	security, cleanliness, recreation
(Section Break)	

Education, Training and Experience

High School

Name	antelope valley high

Address	division st lancaster ca
Number of Years Completed	4
Did you Graduate?	Yes
Degree or Diploma	diploma
GPA (i.e., A=4.0)	3.2

College/University

Name	antelope valley college
Address	30th st west lancaster ca
Number of Years Completed	2
Did you graduate?	No
Degree or Diploma	*Field not completed.*
GPA (i.e., A=4.0)	*Field not completed.*

Vocational

Name	*Field not completed.*
Address	*Field not completed.*
Number of Years Completed	*Field not completed.*
Did you graduate?	*Field not completed.*
Degree or Diploma	*Field not completed.*
GPA (i.e., A=4.0)	*Field not completed.*
Other	*Field not completed.*

(Section Break)

Employment History

List below all present and past employment for the last ten (10) years starting with

your most recent employer. Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer	trust palmdale honda
Address	455 auto vista dr
Type of Business	new and used automobile sales and service
Telephone Number	6612656000
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	general manager
Major Accomplishments	*Field not completed.*
Dates of Employment	
From	9/30/1996
To	2/24/2023
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	Yes
(Section Break)	
Name of Employer	*Field not completed.*
Address	*Field not completed.*
Type of Business	*Field not completed.*
Telephone Number	*Field not completed.*
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	*Field not completed.*
Major Accomplishments	*Field not completed.*

Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	*Field not completed.*
(Section Break)	
Name of Employer	*Field not completed.*
Address	*Field not completed.*
Type of Business	*Field not completed.*
Telephone Number	*Field not completed.*
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	*Field not completed.*
Major Accomplishments	*Field not completed.*
Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	*Field not completed.*
(Section Break)	

References

List below three persons not related to you who have knowledge of your civic activity within the last three years.

Name	gus camacho

Address	[redacted]
City	[redacted]
State	[redacted]
Zip Code	[redacted]
Occupation	*Field not completed.*
Telephone Number	[redacted]
Number of Years Acquainted	20

(Section Break)

Name	pat bonus
Address	[redacted]
City	[redacted]
State	[redacted]
Zip Code	[redacted]
Occupation	[redacted]
Telephone Number	[redacted]
Number of Years Acquainted	20

(Section Break)

Name	dan corley
Address	[redacted]
City	[redacted]
State	[redacted]
Zip Code	[redacted]
Occupation	[redacted]
Telephone Number	[redacted]

Number of Years Acquainted	30

(Section Break)

Please read carefully, initial each paragraph and sign below:

I hereby certify that the answers given by me on this application are true and correct to the best of my knowledge, and that I have not withheld any information that might adversely affect my chances for appointment. I understand that any misstatement or omission of fact on this application or any documents used to obtain an appointment may result in rejection of this application or immediate discharge if I am appointed, regardless of the time elapsed before discovery of the misstatement or omission. I further certify that I, the applicant, have personally completed this application

Initials	rc

I hereby authorize the City of Palmdale to investigate my references, prior employers, work record, education, and other matters related to my suitability for appointment and further, authorize the references I have listed, all prior employers, and all educational institutions attended, to disclose to the City of Palmdale any and all letters, reports, and other information related to my records, including, but not limited to, my performance reviews and evaluations, discipline, commendations, awards, and all other employment information, without giving me prior notice of such disclosure. By providing this page of the application to the references, prior employers, and educational institutions attended, I release them, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities for providing the City of Palmdale with all information. I release the City of Palmdale, its agents, employees, and representatives, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities that may result from any use or disclosure of such information by the City of Palmdale, or any of its agents, employees, and representatives.

Initials	rc

I further understand and agree that as a condition to being appointed to the Measure AV Oversight Committee, I will be required to agree to conduct myself in accordance with the City of Palmdale’s personnel practices and policies as set

forth in the Human Resources Rules, the Brown Act, the Public Records Act, and the Measure AV Oversight Committee Rules of Procedures, copies of which I will be provided and will review prior to accepting an appointment to the Measure AV Oversight Committee. To the fullest extent permitted by law, I expressly consent to, and I waive any rights of privacy I might otherwise have in connection with the City's Human Resources Rules in general and the above-described sections in particular.

Initials	rc

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 this Measure AV Oversight Committee position and that such information collected during the check will be kept confidential.

Initials	rc

(Section Break)

Volunteer Information

REASONABLE ACCOMMODATIONS	No
Foreign Language	*Field not completed.*
Do you?	*Field not completed.*
Foreign Language	*Field not completed.*
Do you?	*Field not completed.*
Specialized training/skills:	*Field not completed.*
Computer Skills	*Field not completed.*

(Section Break)

In Case of Emergency

Whom should we notify?

Name	[redacted]
Relationship	[redacted]
Home Phone	[redacted]
Work 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.)	*Field not completed.*

(Section Break)

AUTHORIZATION AND RELEASE

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	2/24/2023
Electronic Signature Agreement	I agree.
Electronic Signature	rick carr
Applicants are encouraged to attach a resume.	*Field not completed.*

Email not displaying correctly? View it in your browser.

From: noreply@civicplus.com
To: Rochelle Scott; Roxanne Faber
Subject: Online Form Submittal: Measure AV Oversight Committee Application
Date: Friday, February 10, 2023 6:13:05 PM

CAUTION: This email originated from outside of the organization.

Measure AV Oversight Committee Application

Office of the City Clerk
38300 Sierra Highway, Suite C
Palmdale, CA 93550
(661) 267-5151

Measure AV Oversight Committee 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.

Measure AV Oversight Committee Information:

Name	Charles Martin Murphy	Outside City boundaries LA County pocket of Palmdale
Date	*Field not completed.*	
Business Telephone	[redacted]	
Home Telephone	*Field not completed.*	
Cell Phone	[redacted]	

Possession of a valid California driver's license and the ability to be insured with the City's insurance carrier is required.

Present Address	[redacted]
City	Palmdale

State	CA
Zip Code	[redacted]
Permanent Address if different from present address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*
	(Section Break)

Personal Information

(Please attach additional sheets, if necessary.)

Are you currently serving as an elected city or county official? If yes, please explain.	No
Do you or any members of your immediate family own any interest in any enterprise which does or might do business with the City and/or the Board/Commission?	No
Do you or any members of your immediate family own any interest in any real property adjacent to or within the City of Palmdale?	Yes
Do you or any members of your immediate family have any interests or associations which	No

might present a conflict of interest?	
List all current organizations and societies of which you are a member.	Music and Kids a music non-profit Measure AV Oversight Committee
Describe any public service experience serving on a commission or public body?	I have spent one year on the Measer AV Oversight Committee and 7 years as President of the nonprofit Music and kids a free music program for underserved Children
Why do you want to serve on the Measure AV Oversight Committee?	At 68 years old I have accomplished the one thing in my life that I set as a goal in music and life. I have celebrated 2 #1 hits on the Billboard international charts. The month after hitting the charts I started the non-profit Music and Kids and for the last 7 years, I have been committed to giving back to my community in Palmdale. Music and Kids have been managing Gabriel's House for 5 years. Because I am working with 8 to 18-year-old students in the lowest-income areas of Palmdale I feel I have a view of the underserved in Palmdale that few have.
What is your vision for Palmdale?	Palmdale is 61 percent Hispanic and we as comunity leaders need to keep this in mind a we build out the 25 year plan for Palmdale. We are the last area in southern California / Los Angeal county with the ablity in grow. We need to develop a better focus on education if we want more familys to call palmdale home.
Please describe your experience and knowledge of local government finance.	I studied non-profit and grant writing with a retired educator from Prinston Stephanie Duckworth. I have a good understanding of Palmdale as a non-profit. Local government finance is about managing tax revenue and expenditure decisions of our local government. The three main things to focus on are local budgeting, debt management, and taxation.
Please describe how you will contribute to the Measure AV Oversight Committee.	I will show up and engage and listen before I comment. I will take the job very seriously and continue to build relationships with as many non-profits in our community as possible. By knowing the local non-profits, I will know who they service and how well they are respected in the comunity.
Please list three items you personally think, if funded appropriately, could increase the quality of life in Palmdale.	Education for K 12 Police safer comunittee

(Section Break)

Education, Training and Experience

High School

Name	Jefferson High
Address	Bloomington, MN
Number of Years Completed	3
Did you Graduate?	Yes
Degree or Diploma	no
GPA (i.e., A=4.0)	no

College/University

Name	Jacksonville University
Address	Jax FL
Number of Years Completed	2
Did you graduate?	No
Degree or Diploma	*Field not completed.*
GPA (i.e., A=4.0)	*Field not completed.*

Vocational

Name	none
Address	*Field not completed.*
Number of Years Completed	*Field not completed.*
Did you graduate?	*Field not completed.*
	Field not completed.

Degree or Diploma	
GPA (i.e., A=4.0)	*Field not completed.*
Other	*Field not completed.*

(Section Break)

Employment History

List below all present and past employment for the last ten (10) years starting with your most recent employer. Account for all periods of unemployment. You must complete this section even if attaching a resume.

Name of Employer	Self Employed
Address	1005 Lake View Drive
Type of Business	Music and Kids no-profit and Music Performance
Telephone Number	661 435 3153
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	Music and Kids, I have been Presisent for 7 years. I do what ever I have to do. As a musian I performed 40 years on both small and large stages.
Major Accomplishments	I had a dream no one in my life ever believed I could reach, a number-one hit song. I accomplished that dream in 2016 with an EP record. I had two number-one international Billboard hits.
Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	*Field not completed.*

(Section Break)

Name of Employer	*Field not completed.*
Address	*Field not completed.*

Type of Business	*Field not completed.*
Telephone Number	*Field not completed.*
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	*Field not completed.*
Major Accomplishments	*Field not completed.*
Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	*Field not completed.*
Upon leaving, were you eligible for rehire?	*Field not completed.*
(Section Break)	
Name of Employer	*Field not completed.*
Address	*Field not completed.*
Type of Business	*Field not completed.*
Telephone Number	*Field not completed.*
Your Supervisor's Name	*Field not completed.*
Your Position and Duties	*Field not completed.*
Major Accomplishments	*Field not completed.*
Dates of Employment	
From	*Field not completed.*
To	*Field not completed.*
Reason for Leaving	*Field not completed.*

Upon leaving, were you eligible for rehire?	*Field not completed.*

(Section Break)

References

List below three persons not related to you who have knowledge of your civic activity within the last three years.

Name	Mike MillerPalmdale
Address	*Field not completed.*
City	[redacted]
State	*Field not completed.*
Zip Code	*Field not completed.*
Occupation	[redacted]
Telephone Number	[redacted]
Number of Years Acquainted	*Field not completed.*

(Section Break)

Name	*Field not completed.*
Address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*
Occupation	*Field not completed.*
Telephone Number	*Field not completed.*
Number of Years Acquainted	*Field not completed.*

(Section Break)

Name	*Field not completed.*

Address	*Field not completed.*
City	*Field not completed.*
State	*Field not completed.*
Zip Code	*Field not completed.*
Occupation	*Field not completed.*
Telephone Number	*Field not completed.*
Number of Years Acquainted	*Field not completed.*

(Section Break)

Please read carefully, initial each paragraph and sign below:

I hereby certify that the answers given by me on this application are true and correct to the best of my knowledge, and that I have not withheld any information that might adversely affect my chances for appointment. I understand that any misstatement or omission of fact on this application or any documents used to obtain an appointment may result in rejection of this application or immediate discharge if I am appointed, regardless of the time elapsed before discovery of the misstatement or omission. I further certify that I, the applicant, have personally completed this application

Initials	cm

I hereby authorize the City of Palmdale to investigate my references, prior employers, work record, education, and other matters related to my suitability for appointment and further, authorize the references I have listed, all prior employers, and all educational institutions attended, to disclose to the City of Palmdale any and all letters, reports, and other information related to my records, including, but not limited to, my performance reviews and evaluations, discipline, commendations, awards, and all other employment information, without giving me prior notice of such disclosure. By providing this page of the application to the references, prior employers, and educational institutions attended, I release them, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities for providing the City of Palmdale with all information. I release the City

of Palmdale, its agents, employees, and representatives, to the fullest extent permitted by law, from any and all claims, demands, fees, and liabilities that may result from any use or disclosure of such information by the City of Palmdale, or any of its agents, employees, and representatives.

Initials	cm

I further understand and agree that as a condition to being appointed to the Measure AV Oversight Committee, I will be required to agree to conduct myself in accordance with the City of Palmdale's personnel practices and policies as set forth in the Human Resources Rules, the Brown Act, the Public Records Act, and the Measure AV Oversight Committee Rules of Procedures, copies of which I will be provided and will review prior to accepting an appointment to the Measure AV Oversight Committee. To the fullest extent permitted by law, I expressly consent to, and I waive any rights of privacy I might otherwise have in connection with the City's Human Resources Rules in general and the above-described sections in particular.

Initials	cm

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 this Measure AV Oversight Committee position and that such information collected during the check will be kept confidential.

Initials	cm

(Section Break)

Volunteer Information

REASONABLE ACCOMMODATIONS	No
Foreign Language	*Field not completed.*
Do you?	*Field not completed.*

Foreign Language	*Field not completed.*
Do you?	*Field not completed.*
Specialized training/skills:	*Field not completed.*
Computer Skills	Word

(Section Break)

In Case of Emergency

Whom should we notify?

Name	[redacted]
Relationship	[redacted]
Home Phone	[redacted]
Work 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.)	*Field not completed.*

(Section Break)

AUTHORIZATION AND RELEASE

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	2/10/2023

Electronic Signature Agreement	I agree.
Electronic Signature	chuck M Murphy
Applicants are encouraged to attach a resume.	*Field not completed.*

Email not displaying correctly? View it in your browser.

CITY OF PALMDALE
OFFICE OF THE CITY COUNCIL

M E M O R A N D U M

TO: City Clerk

FROM: Andrea Alarcón, Mayor Pro Tem

SUBJECT: Monthly Informational Report – Events and Meetings

DATE: May 3, 2023

During the period April 1, through April 30, 2023, I attended the following meetings and events:

April 1:	WELL'S 11th Annual Statewide Conference
April 5:	Regular Council Meeting
April 11:	Meet & Greet with Sheriff Luna
April 12 – 14:	California Cities City Leaders Summit
April 17:	NCTC JPA Board of Directors Meeting
April 18:	AVAQMD Board Meeting
April 19:	Regular Council Meeting
April 21:	California Cities Desert Mountain Division Meeting
April 22:	Assemblyman Carrillo Palmdale Office Ribbon Cutting/Grand Opening
April 22:	Vos Pupusas Ribbon Cutting/Grand Opening
April 28:	Press Conference and Building AV Infrastructure Tour
April 30:	First Responders Appreciation Day

CITY OF PALMDALE
OFFICE OF THE CITY COUNCIL

M E M O R A N D U M

TO: City Clerk

FROM: Laura Bettencourt, Mayor

SUBJECT: Monthly Informational Report – Events and Meetings

DATE: May 3, 2023

During the period April 1, through April 30, 2023, I attended the following meetings and events:

April 5:	Spanish Talk Radio
April 5:	Regular Council Meeting
April 7:	Fentanyl Educational Presentation @ Yucca Neighborhood House
April 13:	L.A. County Sanitation District 14 and 20 Meeting
April 13:	Meeting with Parks Master Plan consultant
April 19:	Regular Council Meeting
April 20:	Palmdale Audit Committee Meeting
April 21:	Opening remarks at CAPP Class
April 28:	Press Conference and Building AV Infrastructure Tour
April 29:	City and County of Los Angeles Fentanyl Awareness Event @ Domenic Massari Park

CITY OF PALMDALE
OFFICE OF THE CITY COUNCIL

M E M O R A N D U M

TO: City Clerk

FROM: Austin Bishop, Councilmember

SUBJECT: Monthly Informational Report – Events and Meetings

DATE: May 3, 2023

During the period April 1 through April 30, 2023, I attended the following meetings and events:

April 2:	Nothing Bundt Cakes Ribbon Cutting/Grand Opening
April 5:	Regular Council Meeting
April 11:	Meet & Greet with Sheriff Luna
April 11:	Meeting with Parks Master Plan consultant
April 12:	Asian Youth Center Open House
April 14:	DoubleTree by Hilton Ribbon Cutting/Grand Opening
April 17:	NCTC JPA Board of Directors Meeting
April 18:	AVAQMD Board Meeting
April 19:	Regular Council Meeting
April 20:	Palmdale Audit Committee Meeting
April 22:	Assemblyman Carrillo Palmdale Office Ribbon Cutting/Grand Opening
April 28:	Press Conference and Building AV Infrastructure Tour

CITY OF PALMDALE
OFFICE OF THE CITY COUNCIL

M E M O R A N D U M

TO: City Clerk

FROM: Eric Ohlsen, Councilmember

SUBJECT: Monthly Informational Report – Events and Meetings

DATE: May 3, 2023

During the period April 1, through April 30, 2023, I attended the following meetings and events:

April 2:	Nothing Bundt Cakes Ribbon Cutting/Grand Opening
April 3:	Meeting with Palmdale Water District
April 5:	Spanish Talk Radio
April 5:	Regular Council Meeting
April 11:	Meet & Greet with Sheriff Luna
April 11:	Meeting with Parks Master Plan consultant
April 12 – 14:	California Cities City Leaders Summit
April 17:	NCTC JPA Board of Directors Meeting
April 19:	Regular Council Meeting
April 22:	Assemblyman Carrillo Palmdale Office Ribbon Cutting/Grand Opening
April 28:	Press Conference and Building AV Infrastructure Tour
April 30:	First Responders Appreciation Day