PALMDALE
a place to call home

CITY COUNCIL
SUCCESSOR AGENCY
PALMDALE FINANCING AUTHORITY
CITY COUNCIL CHAMBERS
38300 SIERRA HIGHWAY
SUITE B
PALMDALE, CA 93550
WEDNESDAY, JUNE 5, 2024
5:00 PM
www.cityofpalmdaleca.gov

WELCOME

1. **CALL MEETING TO ORDER**

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

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

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

4. **PRESENTATIONS**

4.1 iServe Youth Leadership Academy presentation to the City Council.
iSERVE Powerpoint Council.pdf

4.2 Ghetto Film School Presentation to the City Council.

4.3 Presentation of Animal Services Feasibility Study Findings.
PPT Animal Services Feasibility Study Findings

PUBLIC COMMENT RULES
"(California Government Code Section 54954.3).
(a) Every agenda for regular meetings shall provide an opportunity for members of the public to directly address the legislative body on any item of interest to the public, before

or during the legislative body's consideration of the item, that is within the subject matter jurisdiction of the legislative body, provided that no action shall be taken on any item not appearing on the agenda unless the action is otherwise authorized by subdivision (b) of Section 54954.2 [section omitted].

(b) (1) The legislative body of a local agency may adopt reasonable regulations to ensure that the intent of the subdivision (a) is carried out, including, but not limited to, regulations limiting the total amount of time allocated for public testimony on particular issues and for each individual speaker.

(2) Notwithstanding paragraph (1), when the legislative body of a local agency limits time for public comment, the legislative body of a local agency shall provide at least twice the allotted time to a member of the public who utilizes a translator to ensure that non-English speakers receive the same opportunity to directly address the legislative body of a local agency."

In furtherance of Section 54954.3 of the Brown Act, the public is allotted to speak a total of two (2) minutes on the entirety of the Consent Calendar, Appointment(s), New Business and Closed Session, with two (2) minutes on each Public Hearing, and, if desired, an additional two (2) minutes on items not on the agenda that are within the subject matter jurisdiction of the City Council. As specified in the Brown Act, a speaker utilizing a translator will receive twice the amount of time specified.

5. **PUBLIC COMMENTS**
   CONSENT CALENDAR, APPOINTMENT(S), NEW BUSINESS, AND CLOSED SESSION: Now is the time for public participation on items listed on the Consent Calendar, Appointment(s), New Business, and Closed Session. Each speaker is allotted two (2) minutes in total for the entirety of the above sections.

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

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

   6.2 Receive and file the Monthly Investment Activity Reports for April 2024.
   SR Investment Report APRIL 2024.docx
   Rpt. City & Successor Monthly Investment Activity Report April 2024.pdf

   6.3 Adopt Resolution No. PFA 2024-002, a Resolution of the Board of Directors of the Palmdale Financing Authority approving the establishment of the Palmdale

Financing Authority Local Agency Investment Fund.
SR PFA LAIF Account.docx
Reso. No. PFA 2024-002.docx

6.4 Approve 37 Fireworks Stand Permits For Non-Profit Organizations.
SR Fireworks 2024.docx
Map Fireworks 2024.pdf

6.5 Approve amendment of the 2019-2020 Action Plan to reprogram Community Development Block Grant COVID (CDBG-CV) funds, and review and approve adjustments to the South Antelope Valley Emergency Services (SAVES) CDBG-CV budget.
SR CDBG CV Reprogram SAVES.docx

6.6 Adopt Ordinance No. 1642, an Ordinance of the City Council of the City of Palmdale amending sections 2.32.020 Trustees' Appointment and 2.32.060 Trustees' Powers and Duties of Chapter 2.32 of Title 2 of the Palmdale Municipal Code to establish an alternate Trustee and to designate and update the Powers and the Duties of the Library Board.
SR Ord. No. 1642 Amending Library Board of Trustees Title 2 Vacancy Filling and Powers and Duties.docx
Ord. No. 1642 Amending Board of Library Trustees Title 2 Vacancy Filling and Powers and Duties.docx

6.7 Adopt Resolution No. CC 2024-033, a Resolution of the City Council of the City of Palmdale declaring its intention to continue assessments for Fiscal Year 2024-2025, preliminarily approve the annual Engineer's Report and provide notice of public hearing for the City of Palmdale Drainage Benefit Assessment Districts No. 1 and No. 2006-02.
SR Reso. No. CC 2024-033.docx
Reso. No. CC 2024-033.docx
Rpt FY 2024-25 Engineer's Report for Drainage Benefit Assessment Districts.pdf

6.8 Adopt Resolution No. CC 2024-036, a Resolution of the City Council of the City of Palmdale declaring its intention to continue assessments for Fiscal Year 2024-2025, preliminarily approve the annual Engineer's Reports and providing notice of public hearing for the City of Palmdale Landscape Maintenance Assessment Districts and Annexations, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations.
SR Reso. No. CC 2024-036.docx
Reso. No. CC 2024-036.docx
Rpt FY 2024-25 Engineer's Report for Landscape Maintenance Assessment Districts.pdf
Rpt FY 2024-25 Engineer's Report for Park Maintenance and Recreation Improvement District.pdf

Rpt FY 2024-25 Engineer's Report for Streetlight Maintenance Assessment Districts and Annexations.pdf

6.9 Notice of Completion - Accept Public Landscape Improvements for Tract 73740 (LMD 324) located on the east side of Division Street, north of Avenue R.
SR NOC.docx
NOC.pdf
Exh A List of Completed Public Improvements.pdf
Exh B Site Map Location.pdf
Atch 1 Site Photo.pdf

6.10 Approve Agreement with Trueline Construction & Surfacing, Inc. for basketball court resurfacing for a total not to exceed amount of $106,300 for a one-year term.
SR Agrmt No. A-8743 with Trueline Construction Surfacing.docx
Agrmt No. A-8743 with Trueline Construction & Surfacing, Inc.pdf

6.11 Approve the minutes from the May 15, 2024 meeting.
Minutes 05 15 2024.pdf

7. PUBLIC HEARING

7.1 Introduce and adopt Ordinance No. 1641, an Ordinance of the City Council of the City Of Palmdale, California, recommending City Council approval of General Plan Amendment 24-0001, Zoning Ordinance Amendment 24-0003 and Zone Change 24-0001,a request to amend the General Plan, Zoning Ordinance and Land Use Map and Zoning Map to address inconsistencies and finding that the project is consistent with Program Environmental Impact Report 22-002 prepared and certified in conjunction with the City's General Plan
SR Ord. No. 1641 GPA 24-0001 ZOA 24-0003 ZC 24-0001.docx
Ord. No. 1641.docx
Exh A Ord. No. 1641.docx
Exh B Ord. No. 1641.docx
Atch 1 General Plan Land Use Designation.pdf

7.2 Adopt Resolution No. CC 2024-031, a Resolution of the City Council of the City of Palmdale to establish a Vehicle Miles Traveled (VMT) Program which includes VMT thresholds, VMT analysis requirements and program; and establishes two new City fees: A VMT Analysis Fee and VMT Impact Fee.
SR Reso. No. CC 2024-031.docx
Reso. No. CC 2024-031.docx
Atch 1 City of Palmdale SB 743 Implementation Guidelines.pdf
Atch 2 Palmdale VMT Presentation.pdf

7.3 Adopt Resolution No. CC 2024-054, a Resolution of the City Council of the City of

Palmdale ordering the detachment of parcels from the City of Palmdale Landscape Maintenance Assessment Districts and Annexations, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations.
SR Reso. No. CC 2024-054.docx
Reso. No. CC 2024-054.docx

7.4 Adopt Resolution No. CC 2024-055, a Resolution of the City Council of the City of Palmdale ordering the detachment of parcels from the City of Palmdale Drainage Benefit Assessment District No. 2006-02.
SR Reso. No. CC 2024-055.docx
Reso. No. CC 2024-055.docx

8. APPOINTMENTS

8.1 City Council Nomination and Appointment of one (1) Public Member to the Audit Committee.
SR Appt Audit Committee.docx
Cesena, Phillip.pdf
Donkor, Melinda.pdf
Lampkins, Tira.pdf
Rose, Laura.pdf
Zelaya, Cinthia.pdf

8.2 Approve Reappointments to the Library Board.
SR Reappt Library Board.docx

9. NEW BUSINESS

9.1 Consider and Approve the execution of the First Amendment to City Manager Employment Agreement: Update terms of employment; no change in base salary.
SR Agrmt No. A-8218 First Amendment to CM Employment Agreement.docx
Agrmt No. A-8218 First Amendment to CM Employment Agreement.pdf

10. CITY MANAGER'S REPORT

11. SHERIFF'S REPORT

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

12.1 Council reports, announcements, and requests for future agenda items.
Monthly Informational Report 060524 Bishop.docx
Monthly Informational Report 060524 Bettencourt.docx
Monthly Informational Report 060524 Loa.docx

Monthly Informational Report 060524 Ohlsen.docx

13. **NON-AGENDA PUBLIC COMMENTS*:***
    Now is the time for public participation on items not listed on the agenda. Each speaker is allotted two (2) minutes total.

14. **ADJOURN** meeting to June 26, 2024, at 5:00 p.m. in the City Hall Council Chamber located at 38300 Sierra Highway, Suite B, Palmdale, California.

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

If you require oral translation, please contact the City Clerk's Office at (661) 267-5151 at least 48 hours prior to the meeting.

OFFICE OF THE CITY MANAGER

iSERVE Palmdale Youth Leadership Academy 2024

Designed to achieve key objectives in engaging with the youth within our community

Introduction to City Departments and Civic Services Career Paths







Teaching Job Readiness and Interview Skills







Leadership Skill Development



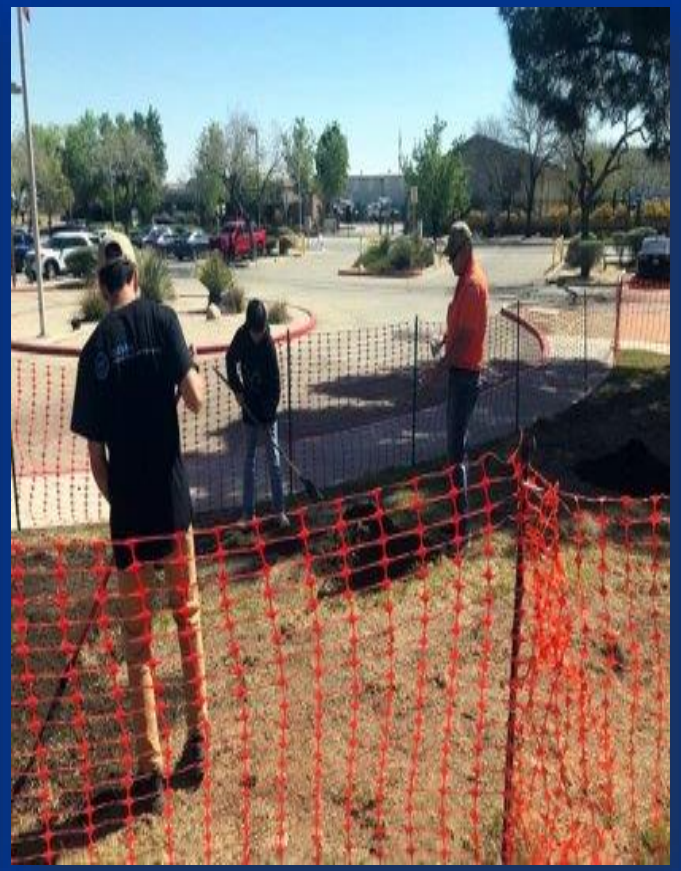




Fostering Community Engagement and Participation









Designed to achieve key objectives in engaging with the youth within our community

- iSERVE Palmdale Youth Conference Planning Committee
- iSERVE Palmdale Youth Conference Communication/Outreach Committee
- Fentanyl Youth Advisory Committee
- Youth Ambassador Program
- City Internship Opportunities

Animal Services Feasibility Study

conducted by Animal Arts and Team Shelter USA

ANIMAL ARTS

architecture • animals • people

teamshelter usa

History

The City engaged Animal Arts Design Studios and Team Shelter USA to:

- Assess the Palmdale Animal Care Center run by the Los Angeles County Department of Animal Care and Control (DACC)
- Assess its ability to serve the City of Palmdale
- Identify alternative ways to provide animal care resources

ANIMAL ARTS

architecture • animals • people

- Designed 1,400+ animal care projects in its 43-year history
- Mission and goals:
  - Protect community welfare
  - Provide meaningful services
  - Care for animals in need
  - Advance animal welfare and wellness by creating innovative spaces

teamshelter usa

- National consulting firm
- Assists municipal / private animal shelters to reach full potential
- Improve systems at 130+ shelters in 24 states:
  - Effective public policy
  - Field services
  - Municipal contracts
  - Safety net programs
  - Population management
  - Live outcome programs
- Dr. Sara Pizano, founder, veterinarian, and animal welfare strategist

Scope of Assessment

- Evaluate the current contract
- Recommend service improvements
- Recommend cost-saving measures
- Provide options for consideration

Findings

Palmdale Animal Care Center study findings:

- Generally aligned with industry trends
- Supports best practices
- Has room for improvement in:
  - Live outcomes
  - Surgery / treatment / recovery space

Alternatives

Costs are balanced with improved animal welfare to ensure a full range of possibilities to evaluate:

- Option 1: New Animal Care Center
- Option 2: Status Quo
- Option 3: Invest in Pet Resources
  - Option 3A: Own and Operate a Pet Resource Center
  - Option 3B: Lease and Operate a Pet Resource Center
  - Option 3C: Fund Current and/or Develop New Partnerships

Option 1: Construct a New Animal Care Center

- **Replacement of current DACC services**
  - Housing for an anticipated 2,400 canines / 1,500 felines per year
  - Adoption services
  - Community services / safety net program space
  - Medical space
  - High-volume spay / neuter program
  - Staff and support space
- Initial total project cost ≈ $38.5 million
- Annual operating costs ≈ $5.4 million + CPI

Option 2: Status Quo

- Continue the current contract
- No additional building or retrofit
- Costs charged at per impound rates for cats, dogs, and other animals
- Kenneling, dead animal disposal, and veterinary services included (excluding emergency services)

Fiscal Year	Contract Cost
FY 2021	$605,000
FY 2022*	$1,063,000
FY 2023	$1,491,000
FY 2024	$2,200,000
FY 2025	$3,399,000
FY 2026	$5,251,500
FY 2027	$8,113,600

*New 6-year billing methodology took effect

Recommended
Option 3: Invest in Resources to Reduce Intake

- Option 3A: Own and Operate a Pet Resource Center
- Option 3B: Lease and Operate a Pet Resource Center
- Option 3C: Fund Current and/or Develop New Partnerships

Pet Resource Center

- Create high-volume spay / neuter space
- Potential access to a veterinary care clinic
- Support proactive programs — drive-through vaccine / microchip clinics
- Resource Center would include:
  - Multipurpose room for community events
  - Spay / neuter, exam / treatment space
  - Infectious animal housing
  - Staff and support space

Option 3A: Invest in Resources to Reduce Intake

- **Own and Operate a Pet Resource Center**

Based on an 11,285 sq. ft. Building	Construction Cost	Soft Cost	Total Project Cost
New Building	$8,868,000	$3,376,000	$12,244,000
Retrofit	$4,139,000	$1,626,000	$5,765,000

Annual Operating Costs	
Salaries	$1,400,000
Supplies / vehicles, etc.	$332,000
Maintenance costs	$5,600
Utility costs	$48,000
Lease	$0
Contract costs	$903,000
Estimated Total	**$2,688,600**

Option 3B: Invest in Resources to Reduce Intake

- **Lease and Operate a Pet Resource Center**

Based on an 11,285 sq. ft. Building	Construction Cost	Soft Cost	Total Project Cost
Retrofit	$4,139,000	$1,626,000	$5,765,000

Annual Operating Costs	
Salaries	$1,400,000
Supplies / vehicles, etc.	$332,000
Maintenance costs	$0
Utility costs	$48,000
Lease (Based on $3.00 per sq. ft.)	$406,260
Contract costs	$903,000
Estimated Total	**$3,089,260**

Option 3C: Invest in Resources to Reduce Intake

- Fund current and/or develop new partnerships to provide:
  - Vaccine and microchip clinics
  - Subsidized spay / neuter program focused on low-income pet owners and large-breed dogs
  - Add safety net programs
  - Support local rescues and fosters
  - Evaluate ordinances for stricter enforcement of breeding and selling

Conclusion

- The City can enhance its relationship with the Palmdale Animal Care Center and local rescue organizations to produce better outcomes for animals and people
- The study identified several options as opportunities
- The services of rescue organizations can be promoted using City resources to provide outreach

City Council Staff Report

DATE: **JUNE 5, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **OPERATIONS DEPARTMENT**
FINANCE DIVISION

DISTRICT: **ALL**

SUBJECT: **RECEIVE AND FILE THE MONTHLY INVESTMENT ACTIVITY REPORTS FOR APRIL 2024**

RECOMMENDATION

Staff recommends that the City Council receive and file the monthly investment activity reports for the City of Palmdale and Successor Agency for April 2024.

BACKGROUND

Pursuant to Section 16 of the City 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, issuer's name, purchase date, maturity date, amount of deposit, and interest rate. This information shall be provided for all City and Successor Agency pooled investments and for Certificates of Participation, Revenue Bonds, Tax Allocation Bonds, Assessment Districts, and Community Facilities District accounts managed by outside Fiscal Agents.

The monthly investment reports provide a synopsis of the City and Successor Agency's investment activity. They 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 sources of market prices.

DISCUSSION

Compliance with Investment Policy

For April, the City's invested portfolio totaled $334,548,061, an increase of $11,595,237 from the previous month and an increase of $44,244,497 compared to last year. The monthly increase resulted from a transfer of funds into the California Asset Management Program (CAMP) during the month and from interest earned from the Local Agency Investment Fund (LAIF).

The par value of Successor Agency's portfolio as of April was $9,195,169. The balance decreased by $1,569,294 from last month due to debt obligation payments made during the month.

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, US 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 entities' investment policies: 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

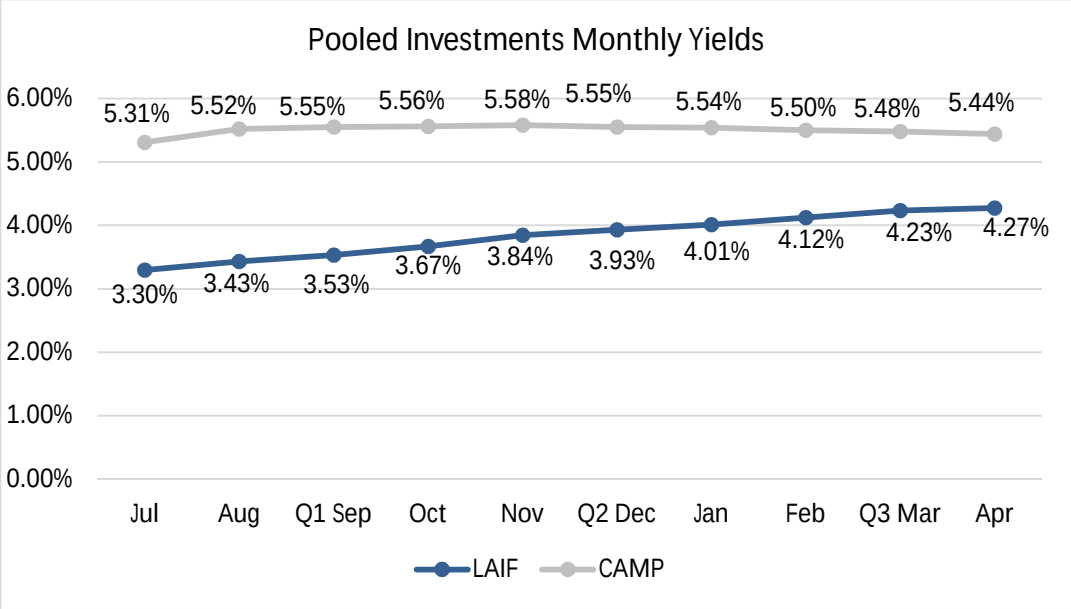
One core approach the Finance Division focuses on is providing liquidity to meet the City and Successor Agency's operational requirements. Thus, the Finance Division invests in two pooled funds, LAIF and CAMP. These are intended for daily operational activities and can be used during times of economic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

The City's LAIF balance at the end of April was $121,349,641, an increase of $1,336,239 from the prior month due to earned interest.

The Successor Agency's LAIF balance at the end of April was $8,150,476, an increase of $1,867,129 from the prior month due to a transfer of funds into LAIF, in addition to interest earned during the month.

The City's CAMP balance at the end of April was $40,601,253, compared to $25,472,001 in March. The increase is due to a transfer of funds into CAMP and interest earned during the month.

The interest rates presented are the most current rates available as of the date of this report. As of April 30, 2024, the interest rates for LAIF and CAMP investments were at 4.272 percent and 5.44 percent, respectively. By comparison, the LAIF and CAMP interest rates at the end of March were 4.232 percent and 5.48 percent. This time last year, LAIF and CAMP rates were at 2.870 percent and 4.97, respectively.



The chart above shows the LAIF and CAMP average monthly yields from July 2023 through April 2024. The difference between the two funds' performance is primarily due to their varying pool characteristics. CAMP's portfolio composition is more prone to market volatility, resulting in performance variations.

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.

The City and Successor Agency's investment portfolios remain strongly diversified. The monthly report includes all investments held by both entities and current book values as of April 30, 2024.

The City and Successor Agency are expected to have sufficient funds to meet its expenditure requirements for the next six months. The Finance Division will continue to monitor current economic conditions and the impact on interest rates.

Attached are summaries of the investments in the City and Successor Agency's books as of April 30, 2024.

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, Senior Financial Analyst
Certified as to availability of Funds:	Janelle Samson, Director of Operations
Approved by:	Ronda Perez, City Manager
Approved as to form:	William P. Curley, III, City Attorney

ATTACHMENTS

Rpt. Monthly Investment Reports April 2024

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
APRIL 30, 2024

CITY OF PALMDALE INVESTMENTS

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT/ INSTITUTION	NTEREST RATE	PAR AMOUNT	PURCHASE AMOUNT	INVESTED AMOUNT
U.S. TREASURY SECURITIES				Yield			
03-19-21	12-31-25	CITY	9128285T3 U.S. Treasury Note	2.63	3,000,000.00	3,260,634.36	2,856,570.00
05-11-21	02-28-26	CITY	9128286F2 U.S. Treasury Note	0.66	3,000,000.00	3,261,331.50	2,843,100.00
05-11-21	12-31-24	CITY	9128283P3 U.S. Treasury Note	0.40	3,000,000.00	3,200,040.56	2,872,020.00
07-12-21	12-31-25	CITY	9128285T3 U.S. Treasury Note	2.63	5,000,000.00	5,451,958.35	4,760,950.00
12-17-21	12-15-24	CITY	91282CDN8 U.S. Treasury Note	0.85	10,000,000.00	10,045,505.25	9,410,200.00
12-22-21	12-15-24	CITY	91282CDN8 U.S. Treasury Note	0.88	5,000,000.00	5,018,208.38	4,705,100.00
12-20-21	12-15-24	CITY	91282CDN8 U.S. Treasury Note	1.00	5,000,000.00	5,017,187.50	4,705,078.10
03-08-23	03-31-26	CITY	9128286L9 U.S. Treasury Note	2.25	3,200,000.00	3,029,330.80	3,010,496.00
01-03-24	12-31-26	CITY	912828YX2 U.S. Treasury Note	0.04	5,000,000.00	4,696,880.23	4,696,880.23
01-03-24	06-30-27	CITY	91282CEW7 U.S. Treasury Note	0.04	5,000,000.00	4,897,630.28	4,897,630.28
01-03-24	09-30-27	CITY	91282CFM8 U.S. Treasury Note	0.04	2,500,000.00	2,523,771.66	2,523,771.66
01-08-24	02-15-26	CITY	91282CGL9 U.S. Treasury Note	0.04	5,000,000.00	4,987,205.23	4,987,205.23
01-08-24	06-15-26	CITY	91282CHH7 U.S. Treasury Note	0.04	5,000,000.00	5,001,760.94	5,001,760.94
			TOTAL U.S. TREASURY SECURITIES		$ 59,700,000.00	$ 60,391,445.04	$ 57,270,762.44
GOVERNMENT AGENCY PAPER							
06-10-20	06-16-25	CITY	3133ELK37 Federal Farm Credit	0.78	5,000,000.00	5,000,000.00	4,604,401.25
08-07-20	05-06-24	CITY	3133EL2X1 Federal Farm Credit	0.42	2,000,000.00	2,000,000.00	1,914,808.08
08-27-20	11-27-24	CITY	3134GWNG7 Freddie Mac	0.50	2,000,000.00	2,000,000.00	1,867,580.54
04-01-21	04-01-25	CITY	3133EMUP5 Federal Farm Credit	0.71	5,000,000.00	5,000,000.00	4,629,334.75
05-11-21	09-04-25	CITY	3133EJYM5 Federal Farm Credit	0.59	1,000,000.00	1,103,275.25	963,220.00
05-11-21	09-04-25	CITY	3133EJYM5 Federal Farm Credit	0.57	2,000,000.00	2,208,460.00	1,926,440.00
06-04-21	11-07-25	CITY	3135G06G3 Fannie Mae	0.55	3,000,000.00	2,993,675.25	2,718,300.00
06-04-21	08-01-24	CITY	3130AMHH8 Federal Home Loan Note	0.41	4,000,000.00	4,000,000.00	3,784,890.08
06-07-21	06-07-24	CITY	3130AMQR6 Federal Home Loan Note	0.35	3,000,000.00	3,000,000.00	2,857,869.93
06-30-21	12-30-25	CITY	3130AMRQ7 Federal Home Loan Note	0.88	3,000,000.00	3,000,000.00	2,724,400.26
07-29-21	04-29-26	CITY	3130AN5C0 Federal Home Loan Note	1.05	4,000,000.00	4,010,455.13	3,606,160.00
12-17-21	11-12-25	CITY	3134GXBM5 Federal Home Loan Note	1.15	1,150,000.00	1,125,785.50	1,036,575.50
12-17-21	12-30-24	CITY	3130AQDY6 Federal Home Loan Note	1.00	6,750,000.00	6,750,000.00	6,327,843.39
12-17-21	06-23-25	CITY	3133ENHW3 Federal Farm Credit	1.17	10,000,000.00	10,000,000.00	9,275,883.70
12-20-21	07-30-25	CITY	3136G4ZP1 Fannie Mae	0.65	3,500,000.00	3,444,175.00	3,203,308.12
12-20-21	09-24-25	CITY	3134GWUG9 Freddie Mac	0.57	10,000,000.00	9,806,600.00	9,088,861.70
12-21-21	12-22-26	CITY	3133ENJC5 Federal Farm Credit	1.29	5,000,000.00	5,000,000.00	4,487,676.35
01-14-22	01-14-25	CITY	3130AQEA7 Federal Home Loan Note	1.05	7,000,000.00	7,000,000.00	6,561,152.22
06-29-22	08-12-25	CITY	3133EL3P7 Federal Farm Credit	3.34	1,810,000.00	1,660,349.20	1,650,002.84
06-29-22	03-28-25	CITY	3130A5DH9 Federal Home Loan Note	3.34	1,950,000.00	1,937,715.00	1,873,133.09
06-24-22	02-26-27	CITY	3130AL5A8 Federal Home Loan Note	3.33	5,000,000.00	4,479,000.00	4,355,784.25
08-17-22	10-27-26	CITY	3134GW4C7 Freddie Mac	0.80	5,000,000.00	4,539,500.00	4,429,309.65
01-06-23	02-25-27	CITY	3130AQRH8 Federal Home Loan Note	4.38	5,000,000.00	4,590,638.89	4,571,978.55
01-06-23	04-19-27	CITY	3130ARHJ3 Federal Home Loan Note	4.38	5,000,000.00	4,801,354.86	4,742,725.40
05-18-23	05-18-27	CITY	3133EPKC8 Federal Farm Credit	5.39	5,000,000.00	5,000,000.00	4,949,700.35
06-05-23	05-30-28	CITY	3133EPLE3 Federal Farm Credit	4.67	2,815,000.00	2,822,746.50	2,753,942.65
09-21-23	09-21-26	CITY	3130AXAP3 Federal Home Loan Note	5.75	4,750,000.00	4,746,437.50	4,747,196.18
			TOTAL GOVERNMENT AGENCY PAPER		$ 113,725,000.00	$ 112,020,168.08	$ 105,652,478.83

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
APRIL 30, 2024

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT/ INSTITUTION	NTEREST RATE	PAR AMOUNT	PURCHASE AMOUNT	INVESTED AMOUNT
CERTIFICATES OF DEPOSIT							
01-04-24	06-15-26	CITY	05580A4Y7 BMW Bank of NA NA	4.03	240,000.00	243,434.40	243,434.40
01-04-24	11-30-27	CITY	46656MVH1 JPMorgan Chase Bank DE US	4.76	240,000.00	242,022.91	242,022.91
01-04-24	12-28-28	CITY	09582YAV4 Blue Ridge Bank NA VA US RT	4.09	240,000.00	240,948.00	240,948.00
			TOTAL CERTIFICATES OF DEPOSIT		$ 720,000.00	$ 726,405.31	$ 726,405.31
CORPORATE NOTES							
05-17-23	03-01-26	CITY	30231GAT9 Exxon Mobile Corporation	3.04	1,000,000.00	982,084.11	955,987.20
05-17-23	03-02-26	CITY	194162AQ6 Colgate-Palmolive CO GlobalL	4.80	1,000,000.00	1,035,553.33	1,003,302.97
05-17-23	01-26-26	CITY	742718FY0 Procter & Gamble CO/The Glob	4.10	1,000,000.00	1,018,471.67	987,613.50
01-04-24	07-27-26	CITY	61761J3R8 Morgan Stanley	4.70	500,000.00	481,185.25	481,185.25
01-04-24	06-15-26	CITY	46625HRS1 JPMorgan Chase & CO	4.52	500,000.00	484,840.25	484,840.25
01-04-24	03-02-28	CITY	718172CE7 Philip Morris Intl Inc	4.49	500,000.00	474,395.25	474,395.25
01-04-24	04-01-27	CITY	808513BW4 Charles Schaw Corp	4.68	500,000.00	479,390.25	479,390.25
01-09-24	06-02-26	CITY	11271LAA0 Brookfield Fin Inc	5.13	500,000.00	490,115.25	490,115.25
01-09-24	11-28-28	CITY	05565QDH8 BP Capital Markets PLC	4.48	500,000.00	483,460.25	483,460.25
01-09-24	01-28-26	CITY	06406RAQ0 Bank OF NY Mellon Corp	4.52	500,000.00	463,355.25	463,355.25
01-09-24	07-09-27	CITY	22550L2K6 Crdit Suisse New York	4.92	500,000.00	500,910.25	500,910.25
01-09-24	08-15-28	CITY	797440CE2 San Diego G & E	4.49	500,000.00	509,340.25	509,340.25
01-09-24	07-01-27	CITY	75973QAA5 Reneissance Financial	5.01	500,000.00	475,470.25	475,470.25
01-09-24	01-27-26	CITY	780082AD5 Royal Bank of Canada	4.97	500,000.00	496,930.25	496,930.25
			TOTAL CORPORATE BONDS		$8,500,000	$8,375,502	$ 8,286,296.42
STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT FUND							
09-01-84	n/a	CITY	98-19-620	0.78	54,822,736.10	54,822,736.10	54,822,736.10
06/23/08	n/a	PCA	40-19-060	0.78	42,813,243.36	42,813,243.36	42,813,243.36
	n/a	ARPA	19-19-004	0.78	23,713,661.37	23,713,661.37	23,713,661.37
			TOTAL LAIF ACCOUNTS		$ 121,349,640.83	$ 121,349,640.83	$ 121,349,640.83
CAMP- CALIFORNIA ASSET MANAGEMENT PROGRAM							
6080-01	n/a	CITY	6080-01	0.30	40,601,252.87	40,601,252.87	40,601,252.87
			TOTAL CAMP ACCOUNTS		$ 40,601,252.87	$ 40,601,252.87	$ 40,601,252.87
UBS FINANCIAL SERVICES							
n/a	n/a	CITY		0.00	661,224.39	661,224.39	661,224.39
			TOTAL UBS FINANCIAL SERVICES ACCOUNTS		$ 661,224.39	$ 661,224.39	$ 661,224.39
			TOTAL CITY INVESTMENTS		$ 345,257,118.09	$ 344,125,638.38	$ 334,548,061.09

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
APRIL 30, 2024

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT/ INSTITUTION	NTEREST RATE	PAR AMOUNT	PURCHASE AMOUNT	INVESTED AMOUNT
			LIBRARY INVESTMENTS				
STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT FUND							
11-20-84	n/a	LIBRARY	16-19-012	0.78			13,163.47
			TOTAL LIBRARY INVESTMENTS				$ 13,163.47
			FISCAL AGENT CASH				
SIERRA GATEWAY COMMUNITY FACILITIES DISTRICT 91-1							
Fiscal Agent: U.S. Bank National Association (fka First Trust)							
05-10-95	n/a	BOND	95421220	0.35			114.56
05-10-95	n/a	IMPROVEMENT	95421222	0.10			166,498.86
			TOTAL SIERRA GATEWAY COMMUNITY FACILITIES DISTRICT 91-1				$ 166,613.42
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			6,572.50
04-06-95	n/a	IMPV-ACQUI	95420884	0.01			2,778,270.65
04-06-95	n/a	BOND	95420887	0.15			0.15
			TOTAL RITTER RANCH COMMUNITY FACILITIES DISTRICT 93-1				$ 2,784,843.30
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			1.39
08-01-19	n/a	RESERVE	242969003	0.00			1,447,042.08
08-01-19	n/a	SP TAX - REFNDING BOND	242969004	0.01			15,150.77
			TOTAL ANAVERDE COMMUNITY FACILITIES DISTRICT 2003-1				$ 1,462,194.24
			FISCAL AGENT CASH				
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			16,042.08
	n/a	RESERVE FUND	251009001	0.01			644,130.54
			TOTAL 2005 $7.2M COMMUNITY FACILITIES DISTRICT 05-1 (TRADE AND COMMERCE CENTER) REFUNDED 2021				$ 660,172.62

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
APRIL 30, 2024

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT/ INSTITUTION	NTEREST RATE	PAR AMOUNT	PURCHASE AMOUNT	INVESTED AMOUNT
BOND PROCEEDS							
2006-1 Godde Hill Estate Sewer Improvements LOIB							
Fiscal Agent: U.S. Bank National Association (fka First Trust)							
11-08-06	n/a	REDEMPTION FUND	106844000	0.01			45,008.69
11-08-06	n/a	ADM EXP	106844002	0.01			1,713.29
11-08-06	n/a	RESERVE FUND	106844003	0.01			91,742.70
		TOTAL 2006-1 Godde Hill Estate Sewer Improvements LOIB					$ 138,464.68
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			2,979,500.00
		TOTAL 2013 HA TRANSIT VILLAGE HOMES ESCROW					$ 2,979,512.65
2015 HA DEBT SERVICE RESERVE							
Fiscal Agent: Bank of America							
11-19-15	n/a	DEBT SVC RESERVE	1257964992	0.08			40,108.42
		TOTAL 2015 HA DEBT SERVICE RESERVE					$ 40,108.42
PARS RESTRICTED CASH FOR PENSION STABILIZATION TRUST FUND							
05-23-18	n/a	CITY	04790895775 Public Agency Retirement Servi	2.60			9,688,830.08
		TOTAL PARS PENSION TRUST FUND					$ 9,688,830.08
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			170,711.23
09-03-15	n/a	INTEREST ACCT	277067001	0.01			7.06
09-03-15	n/a	BOND RESERVE	277067003	0.00			281,020.85
09-03-15	n/a	REPAIR & REPLACE FUND	277067004	0.00			1,289,462.25
		TOTAL 2015 HA $4.3M MULTIFAMILY HOUSING REVENUE BONDS					$ 1,741,201.39

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
APRIL 30, 2024

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT/ INSTITUTION	NTEREST RATE	PAR AMOUNT	PURCHASE AMOUNT	INVESTED AMOUNT
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			188,768.76
		TOTAL 2017 PFA $17.4M LEASE REVENUE BONDS					$ 188,768.76
BOND PROCEEDS							
2023 A&B SERIES B ACQUISITION & CONSTRUCTION REVENUE BOND							
Fiscal Agent: U.S. Bank National Association (fka First Trust)							
			248041000				6.31
11-30-23	n/a	INTEREST	248041001				2,571,010.11
12-01-23	n/a	RESERVE	248041003				3,356,405.60
11-30-23	n/a	REVENUE FUND	248041004				19,445,198.31
11-30-23	n/a	INTEREST	248041007				453,385.37
11-30-23	n/a	REVENUE FUND	248041008				13,700,230.85
		TOTAL 2023 A&B SERIES B ACQUISITION & CONSTRUCTION REV BOND					$ 39,526,230.24
		GRAND TOTAL - FISCAL AGENT CASH					$ 58,716,767.18

SUMMARY OF CASH AND INVESTMENTS

Cash on Hand			$ 8,243,943
Pooled Cash Investments			
City:	$ 333,926,882		
Insur Fund:	$621,179		$ 334,548,061
Library Investments			$13,163
Subtotal			$ 342,805,167
City/AD/CFD/PCA/PFA/HA Fiscal Agent Cash			$ 58,716,767
Grand total			$ 401,521,934

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 April 30, 2024.

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
APRIL 30, 2024

CITY OF PALMDALE

POOLED CASH - LOCAL AGENCY INVESTMENT FUND (LAIF), CALIFORNIA ASSET MANAGEMENT PROGRAM (CAMP), & UBS FINANCIAL SERVICES
April 30, 2024

TRANSACTION DATE	DEPOSIT	WITHDRAWAL	INTEREST RECEIVED	BALANCE
LAIF - CITY ACCOUNT 98-19-620				
Beginning Balance				$ 54,243,161.38
04/15/24			$ 579,574.72	
Subtotal	$ -	$ -	$ 579,574.72	$ 54,822,736.10
LAIF - PCA ACCOUNT 40-19-060				
Beginning Balance				$ 42,307,274.55
04-15-24			$ 505,968.81	
Subtotal	$ -	$ -	$ 505,968.81	$ 42,813,243.36
LAIF - LIBRARY ACCOUNT 16-19-012				
Beginning Balance				$ 13,024.31
04/15/24			$ 139.16	
Subtotal	$ -	$ -	$ 139.16	$ 13,163.47
LAIF - ARPA ACCOUNT 19-19-004				
Beginning Balance				$ 23,462,965.39
04/15/24			$ 250,695.98	
Subtotal	$ -	$ -	$ 250,695.98	$ 23,713,661.37
CAMP				
Beginning Balance				$ 25,472,001.10
04-24-24	$ 15,000,000.00			
04-30-24			$ 129,251.77	
Subtotal	$ 15,000,000.00	$ -	$ 129,251.77	$ 40,601,252.87
UBS Financial Services				
Beginning Balance				$ 661,165.97
04/30/24			$ 116,870.92	
04-30-24		$ (116,812.50)		
Subtotal	$ -	$ (116,812.50)	$ 116,870.92	$ 661,224.39
Total	$ 15,000,000.00	$ (116,812.50)	$ 1,582,501.36	$ 162,625,281.56

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
APRIL 30, 2024

CITY OF PALMDALE

POOLED CASH - INVESTMENTS MATURED OR CALLED
April 30, 2024

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

ISSUER	PURCHASE DATE	MATURITY DATE	FACE VALUE REDEEMED		INTEREST RECEIVED	NET FUNDS	INVESTED AMOUNT	GAIN/ (LOSS)
9128286R6 U.S. Treasury Note	05-31-19	04-30-24	$ 5,000,000.00	M	$ 56,250.00	$ 5,056,250.00	4,870,312.50	129,687.50
			$ 5,000,000.00		$ 56,250.00	$ 5,056,250.00	$ 4,870,312.50	$129,687.50

Total Number of Transactions: 1

CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
APRIL 30, 2024

POOLED CASH - INVESTMENTS PURCHASED
April 30, 2024

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
			$ -	$ -	$ -	$ -	$ -	
Total Number of Transactions:	0							

SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE CITY OF PALMDALE
TREASURER'S REPORT OF INVESTMENTS
April 30, 2024

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

PURCHASE DATE	MATURITY DATE	FUND	ACCOUNT/ INSTITUTION	INTEREST RATE	INVESTED AMOUNT	TOTAL
LAIF - SA ACCOUNT 65-19-035						
09-01-84	n/a	SA Account	65-19-035	0.78	8,150,476.51	
						$ 8,150,476.51

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	534,262.87	
08-20-02	n/a	Interest Acct	94460701	0.04	18,111.45	
08-20-02	n/a	Principal Acct	94460702	0.04	129.65	
TOTAL CRA - 2002 Sub Lien Tax Allocation Bonds $5.3M ($5,329,748.25)						$ 552,503.97
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	1.41	
04-26-16	n/a	Interest Acc	245113001	N/A	0.00	
TOTAL 2016 SA $31.5M Tax Allocation Refunding Bonds Series A						$ 1.41
GRAND TOTAL - FISCAL AGENT CASH						$552,505

SUMMARY OF CASH AND INVESTMENTS

Cash on Hand	$	492,187
Pooled Cash Investments	$	8,150,477
Successor Agency Fiscal Agent Cash	$	552,505
Grand total	$	9,195,169

* The interest rate quoted on LAIF and Fiscal Agent/Trustee accounts is the most current rate available. LAIF interest rates are as of April 30, 2024.

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

POOLED CASH - STATE OF CALIFORNIA LOCAL AGENCY INVESTMENT FUND (LAIF)
April 30, 2024

TRANSACTION DATE	DEPOSIT	WITHDRAWAL	INTEREST RECEIVED	BALANCE
LAIF - SA ACCOUNT 65-19-035				
Beginning Balance				$ 6,283,347.00
04/10/24	$ 3,400,000.00			
04/11/24		$ (1,600,000.00)		
04/15/24			$ 67,129.51	
Subtotal	$ 3,400,000.00	$ (1,600,000.00)	$ 67,129.51	$ 8,150,476.51

Palmdale Financing Authority Staff Report

DATE: **JUNE 5, 2024**

TO: **HONORABLE CHAIR AND DIRECTORS**

FROM: **OPERATIONS DEPARTMENT**
FINANCE DIVISION

DISTRICT: **ALL**

SUBJECT: **ADOPT RESOLUTION NO. PFA 2024-002, A RESOLUTION OF THE BOARD OF DIRECTORS OF THE PALMDALE FINANCING AUTHORITY APPROVING THE ESTABLISHMENT OF THE PALMDALE FINANCING AUTHORITY LOCAL AGENCY INVESTMENT FUND**

RECOMMENDATION

Staff recommends that the Board of Directors Approve the establishment of the Palmdale Financing Authority Local Agency Investment Fund (LAIF).

BACKGROUND

On September 26, 2012, the City executed a Joint Powers Agreement, No. A-4105, creating the Palmdale Financing Authority (PFA) to assist in financing and refinancing City capital improvements, to be used in connection with City financings, pursuant to Article I (commencing with section 6500), of Chapter 5 of Division 7 of Title 1 of the California Government Code.

Under California law and the Agreement, the Authority is a public entity separate from the parties to the Agreement, and its debts, liabilities, and obligations are not the debts, liabilities, or obligations of the Housing Authority or the City.

DISCUSSION

Since the formation of the Palmdale Financing Authority (PFA) in 2012, the Authority has acted as the conduit for financing and refinancing of certificates of participation and other tax allocation revenue bonds.

The Authority now wishes to establish a Local Agency Investment Fund for the PFA to deposit funds as part of the City of Palmdale's investment portfolio under Government Code section 16429.1 et seq.

FISCAL IMPACT

$1,000,000 - 1,900,000; interest earnings' revenue is estimated and can fluctuate based on economic conditions.

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:	Willy Galindo, Senior Financial Analyst
Certified as to availability of Funds:	Janelle Samson, Director of Operations
Approved by:	Ronda Perez, Executive Director
Approved as to form:	William P. Curley, III, Authority Attorney

ATTACHMENTS

Reso No. PFA 2024-002

PALMDALE FINANCING AUTHORITY
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. PFA 2024-002

A RESOLUTION OF THE PALMDALE FINANCING AUTHORITY OF THE CITY OF PALMDALE APPROVING THE ESTABLISHMENT OF THE PALMDALE FINANCING AUTHORITY LOCAL AGENCY INVESTMENT FUND

WHEREAS, the Local Agency Investment Fund is established in the State Treasury under Government Code section 16429.1 et. seq. for the deposit of money of a local agency for purposes of investment by the State Treasurer; and

WHEREAS, the Palmdale Financing Authority (the "Authority") is a joint powers authority duly organized and existing under and pursuant to that certain Joint Exercise of Powers Agreement No. A-4105, dated as of September 26, 2012, by and between the City of Palmdale (the "City") and the Housing Authority of the City of Palmdale, and under the provisions of Articles 1 through 4 (commencing with section 6500) of Chapter 5 of Division 7 of Title 1 of the California Government Code (the "Act"), and is authorized pursuant to Article 4 of the Act (the "Bond Law") to borrow money for the purpose of financing the acquisition of bonds, notes, and other obligations of or for the purpose of making loans to public entities and providing financing for public capital improvements of public entities; and

WHEREAS, the Board of Directors hereby finds that the deposit and withdrawal of money in the Local Agency Investment Fund in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein is in the best interests of the Authority.

NOW THEREFORE, BE IT RESOLVED, THE PALMDALE FINANCING AUTHORITY OF THE CITY OF PALMDALE DOES HEREBY FIND, DETERMINE, RESOLVE AND ORDER AS FOLLOWS:

SECTION 1. The Board of Directors hereby authorizes the deposit and withdrawal of Authority monies in the Local Agency Investment Fund in the State Treasury in accordance with Government Code section 16429.1 et. seq. for the purpose of investment as provided therein.

SECTION 2. The following Authority officers holding the title(s) specified herein below or their successors in office are each hereby authorized to order the deposit or withdrawal of monies in the Local Agency Investment Fund and may execute and deliver any and all documents necessary or advisable to effectuate the purposes of this resolution and the transactions contemplated hereby:

Ronda Perez	Janelle Samson
(Name)	(Name)
Executive Director	Treasurer
(Title)	(Title)
(Signature)	(Signature)

SECTION 3. This resolution shall remain in full force and effect until rescinded by the Board of Directors by resolution, and a copy of the resolution rescinding this resolution is filed with the State Treasurer's Office.

SECTION 4. The Authority Secretary shall certify to the adoption of this resolution.

PASSED, APPROVED and **ADOPTED** this 5th day of June, 2024.

Approved as to form:

_____
William P. Curley, III
Authority Attorney

_____
Austin Bishop, Chair

ATTEST:

_____
Rochelle Scott,
Authority Secretary

I, Rochelle Scott, Authority Secretary of the Palmdale Financing Authority of the City of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the Palmdale Financing Authority of the City of Palmdale at a special meeting of said Authority held on the 5th day of June, 2024 by the following roll call vote:

AYES: _____

NOES:_____

ABSTAIN:_____ABSENT:_____

Date:_____ _____
Rochelle Scott, Authority Secretary

City Council Staff Report

DATE: **JUNE 5, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **ECONOMIC AND COMMUNITY DEVELOPMENT DEPARTMENT PLANNING DIVISION**

DISTRICT: **ALL**

SUBJECT: **APPROVE 37 FIREWORKS STAND PERMITS FOR NON-PROFIT ORGANIZATIONS**

RECOMMENDATION

Staff recommends that the City Council:

1. Approve 37 fireworks stand permits for non-profit organizations; and,

2. Authorize the City Manager or her designee to issue 37 firework stand permits for non-profit organizations, including minimal and/or non-substantial changes.

BACKGROUND

Each year, the City processes applications to permit the sale of Safe and Sane Fireworks. This year, the sales will occur from noon on June 28 to noon on July 5. Pursuant to Palmdale Municipal Code (PMC) Section 8.04.490 (Fireworks – Permit – Eligible organizations), all proposed fireworks stands must be operated by non-profit organizations for fundraising purposes. To qualify, each organization must:

- Be a non-profit organization primarily for youth, veterans, patriotic, welfare, civic betterment, or charitable purposes;

- Have its principal meeting place in the City, or draw more than 50 percent of its active members from within the incorporated City;

- Have been organized and established in the area that is within the City for at least 12 months preceding the filing; and,

- Have at least 20 members.

As specified within PMC Section 17.98.020.E.1.a (Temporary uses), fireworks booths are allowed in any zone provided that the site is:

- Not residentially developed;
- 200 feet from any residential use; and,
- Not located in a very high fire hazard severity zone.

DISCUSSION

One stand is allowed for every 3,000 residents pursuant to PMC Section 8.04.500.E (Fireworks – Stand – Operation). Based upon Palmdale's population estimate of 165,917, obtained from the State of California Department of Finance, a maximum of 55 booths may be approved. 37 qualifying non-profit organizations have submitted applications for fireworks stands. Of the 37 applications received, 33 are from non-profit groups renewing from last year and four are from new organizations. All applicants met the above-mentioned criteria and application requirements.

Table 1, below, lists the proposed operators and booth locations. A Fireworks Stand Location Map is included in Attachment 1.

TABLE 1 – PROPOSED FIREWORKS OPERATORS AND STAND LOCATIONS

	Organization	Stand Location
1.	Antelope Valley Desert Divers, Inc.	5038 West Avenue N
2.	The Palmdale Aerospace Academy PTSO	3875 West Rancho Vista Boulevard (Neighborhood Walmart parking lot)
3.	Cornerstone Apostolic Church of Antelope Valley	3053 West Rancho Vista Boulevard (El Pollo Loco parking lot)
4.	Bet-El Casa De Dios	39700 30th Street West (Marie Kerr Park)
5.	Palmdale Vineyard	North of 41843 10th Street West
6.	Crosswind Community Church	41337 10th Street West (church parking lot)
7.	World Harvest Christian Outreach	40437 10th Street West
8.	Palmdale Chamber of Commerce	40130 10th Street West (Walmart parking lot near Dragon Garden)
9.	Palmdale Elks Lodge #2027	39940 10th Street West (Sam's Club parking lot, east of Panda Express)

TABLE 1 – PROPOSED FIREWORKS OPERATORS AND STAND LOCATIONS (CONTINUED)

	Organization	Stand Location
10.	Adorable Baby's Jump Start	1301 West Rancho Vista Boulevard (in the parking lot south of Rockin' Jump Trampoline)
11.	Antelope Valley Youth Athletics, Inc.	1123 West Rancho Vista Boulevard (10th Street West entrance)
12.	American Indian Little League	39626 10th Street West (south of Applebee's)
13.	Water of Life of Antelope Valley, Inc.	39522 10th Street West (parking lot south of Sharky's Woodfired Mexican Grill)
14.	U.S. Naval Sea Cadets Corps RADM Charles W Parks Battalion	39340 10th Street West
15.	St. Stephen's of the Valley Lutheran Church	38727 Tierra Subida Avenue (Albertson's parking lot)
16.	Palmdale American Legion Post NO. 348	856 West Palmdale Boulevard
17.	Great Commission Community Solutions, Inc.	Vacant lot on the west side of Sierra Highway, south of Rancho Vista Boulevard
18.	The Highland Gridiron Booster Club	266 East Palmdale Boulevard
19.	Kingdom Builders	440 East Palmdale Boulevard (parking lot between Vallarta and Chevron)
20.	Next Dimension Ministries Church	Southeast corner of Sierra Highway and Avenue S
21.	Asociación Evangelistica, Iglesia Misionera Antioquia, Inc.	1529 East Palmdale Boulevard
22.	Kiwanis Club of Palmdale	1803 East Palmdale Boulevard (Vallarta parking lot)
23.	Lions Club of Palmdale	2049 East Palmdale Boulevard
24.	Victory Outreach	37419 25th Street East
25.	Community Development Center USA	2419 East Avenue S
26.	The Highland High School Instrumental Music Booster Club	2535 East Avenue S (Stater Bros parking lot)
27.	Ministerios Casa De Dios Valle Del Antelope	2520 East Palmdale Boulevard
28.	LACOSEPA	3005 East Palmdale Boulevard

TABLE 1 – PROPOSED FIREWORKS OPERATORS AND STAND LOCATIONS (CONTINUED)

	Organization	Stand Location
29.	Koinonia John the Baptist California	Southwest corner of Pearblossom Highway and 40th Street East
30.	St. Mary's Catholic Church	4343 Pearblossom Highway (vacant lot west of 45th Street East)
31.	Help for Heroes	37951 47th Street East
32.	Littlerock High School Band Boosters Club	4644 East Avenue S (southwest corner of Avenue S and 47th Street East)
33.	Marine Corps League, Antelope Valley Detachment 930	37218 47th Street East (Stater Bros parking lot)
34.	Palmdale Repertory Theatre	37140 47th Street East (Walmart parking lot)
35.	Knight High School Wrestling Team Booster Club	5100 East Avenue S (Yellen Park)
36.	DDE Academy, Inc.	37716 55th Street East (Domenic Massari Park)
37.	G.O. Resources, Inc.	5645 East Avenue T (vacant lot)

FISCAL IMPACT

$35,189; This amount is revenue to the City's General Fund; consisting of $947 from each of the 33 renewing organizations and $984.50 from each of the four new organizations. The amounts include $537.75 for fireworks enforcement from each of the organizations.

STRATEGIC PLAN

Goal IV: Maintain a desirable community where everyone wants to live, work and play.

D. Develop and maintain diverse programs and events that inspire growth, pride, and lifelong learning.

Prepared by:	Leslie Andrews, Business License Coordinator
Certified as to availability of Funds:	Janelle Samson, Director of Operations
Approved by:	Ronda Perez, City Manager
Approved as to form:	William P. Curley, III, City Attorney

ATTACHMENT

Map 2024 Fireworks Stands Locations

Fireworks Map 2024

	Group Name	Booth Location
1	ANTELOPE VALLEY DESERT DIVERS INC.	5038 W AVENUE N
2	THE PALMDALE AEROSPACE ACADEMY PTSO	3875 W RANCHO VISTA BLVD
3	CORNERSTONE APOSTOLIC CHURCH OF ANTELOPE VALLEY	3053 W RANCHO VISTA BLVD
4	BET-EL CASA DE DIOS	39700 30TH ST W MARIE KERR PARK
5	PALMDALE VINEYARD	NORTH OF 41843 10TH ST W
6	CROSSWIND COMMUNITY CHURCH	41337 10TH ST W
7	WORLD HARVEST CHRISTIAN OUTREACH	40437 10TH ST W
8	PALMDALE CHAMBER OF COMMERCE	40130 10TH ST W
9	PALMDALE ELKS LODGE #2027	39940 10TH ST W
10	ADORABLE BABY'S JUMP START	1301 W RANCHO VISTA BLVD
11	ANTELOPE VALLEY YOUTH ATHLETICS INC.	1123 W RANCHO VISTA BLVD
12	AMERICAN INDIAN LITTLE LEAGUE	39626 10TH ST W
13	WATER OF LIFE OF ANTELOPE VALLEY INC.	39522 10TH ST W
14	U.S. NAVAL SEA CADETS CORPS RADM CHARLES W PARKS BATTALION	39340 10TH STREET W
15	ST. STEPHENS OF THE VALLEY LUTHERAN CHURCH	38727 TIERRA SUBIDA AVE
16	PALMDALE AMERICAN LEGION POST NO. 348	856 W PALMDALE BLVD
17	GREAT COMMISSION COMMUNITY SOLUTIONS, INC.	DIRT LOT ON THE WEST OF SIERRA HIGHWAY, SOUTH OF RANCHO VISTA BLVD
18	THE HIGHLAND GRIDIRON BOOSTER CLUB	266 E PALMDALE BLVD
19	KINGDOM BUILDERS	440 E PALMDALE BLVD
20	NEXT DIMENSION MINISTRIES CHURCH	SOUTHEAST CORNER OF SIERRA HIGHWAY AND AVENUE S
21	ASOCIACION EVANGELISTICA, IGLESIA MISIONERA ANTIOQUIA, INC	1529 E PALMDALE BLVD
22	KIWANIS CLUB OF PALMDALE	1803 E PALMDALE BLVD
23	LIONS CLUB OF PALMDALE INC.	2049 E PALMDALE BLVD
24	VICTORY OUTREACH	37419 25TH ST E
25	COMMUNITY DEVELOPMENT CENTER USA	2419 E AVENUE S
26	HIGHLAND HS INSTRUMENTAL MUSIC	2535 E AVENUE S
27	MINISTERIOS CASA DE DIOS VALLE DEL ANTELOPE	2520 E PALMDALE BLVD
28	LACOSEPA	3005 E PALMDALE BLVD
29	KOINONIA JOHN THE BAPTIST	SOUTHWEST CORNER OF PEARBLOSSOM HIGHWAY AND 40TH STREET EAST
30	ST MARY'S CATHOLIC CHURCH	4343 PEARBLOSSOM HWY
31	HELP FOR HEROES	37951 47TH ST E
32	LITTLEROCK HS BAND BOOSTERS	4644 E AVENUE S
33	MARINE CORPS LEAGUE	37218 47TH ST E
34	PALMDALE REPERTORY THEATRE	37140 47TH ST E
35	KNIGHT HIGH SCHOOL WRESTLING TEAM BOOSTER CLUB	5100 E AVENUE S, YELLEN PARK
36	DDE ACADEMY INC	37716 55TH ST E DOMENIC MASSARI PARK
37	G.O. RESOURCES INC.	5645 E AVENUE T

90TH STREET WEST
80TH STREET WEST
70TH STREET WEST
60TH STREET WEST
50TH STREET WEST
40TH STREET WEST
30TH STREET WEST
20TH STREET WEST
10TH STREET WEST
DIVISION STREET
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50TH STREET EAST
60TH STREET EAST
70TH STREET EAST
80TH STREET EAST
90TH STREET EAST
100TH STREET EAST
110TH STREET EAST
AVENUE L
COLUMBIA WAY / AVENUE M
AVENUE M
AVENUE N
AVENUE O
AVENUE P
AVENUE Q
AVENUE R
AVENUE S
AVENUE T
RANCHO VISTA BLVD
PALMDALE BLVD
PEARBLOSSOM HIGHWAY
SIERRA HIGHWAY
47TH ST EAST
25TH STREET EAST
35TH STREET EAST
AMARGOSA CREEK
CALIFORNIA AQUEDUCT
BARREL SPRINGS RD
LACO
LA CO
14
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DISCLAIMER: CONFIDENTIALITY NOTICE.

THE CITY OF PALMDALE HAS MADE EVERY EFFORT TO ENSURE THAT THIS MAP IS CORRECT; NEVERTHELESS, SOME INFORMATION MAY NOT BE ENTIRELY ACCURATE.

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PALMDALE
a place to call home

City of Palmdale
Safe & Sane Fireworks Booths 2024

City of Palmdale
Fireworks Booth Location
LACO: Unincorporated LA County Pocket

N W E S

0 0.5 1 2 3 4 Miles

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City of Palmdale, Los Angeles County Assessor's Office, Environmental Systems Research Institute (ESRI) Data & Maps, United States Geological Survey (USGS), California Department of Forestry and Fire Protection (FRAP) & Tele Atlas (courtesy of the Southern California Association of Governments (SCAG)).

City Council Staff Report

DATE: **JUNE 5, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **NEIGHBORHOOD SERVICES DEPARTMENT**

DISTRICT: **ALL**

SUBJECT: **APPROVE AMENDMENT OF THE 2019-2020 ACTION PLAN TO REPROGRAM COMMUNITY DEVELOPMENT BLOCK GRANT COVID (CDBG-CV) FUNDS, AND REVIEW AND APPROVE ADJUSTMENTS TO SOUTH ANTELOPE VALLEY EMERGENCY SERVICES (SAVES) CDBG-CV BUDGET**

RECOMMENDATION

Staff recommends that the City Council:

1. Approve the Amendment of the 2019-2020 Action Plan to reprogram CDBG-CV funds, and review and approve adjustments to (SAVES) CDBG-CV budget; and,
2. Authorize the City Manager or her designee to make necessary changes, submit the amendment to the U.S. Department of Housing and Urban Development (HUD); and execute all documents related to amending the Action Plan and agreements for Sub-Recipients.

BACKGROUND

As an entitlement jurisdiction, the City of Palmdale receives an annual allocation of funds from HUD under its CDBG Program. Additionally, the City received special allocations of CDBG-CV funding from HUD under the Coronavirus Aid, Relief, and Economic Security Act (CARES), enacted on March 27, 2020, to be used exclusively on eligible activities that prevent and respond to the COVID-19 pandemic.

DISCUSSION

SAVES has continued to provide increased services to the community since the COVID-19 emergency was initiated. SAVES currently provides an average of 1,100 food orders every week. Due to the high level of service provided by SAVES and increased costs for longer than anticipated, additional funding is being reprogrammed to SAVES. An increase

of $314,035 in funding will raise SAVES' CDBG-CV five-year grant funding total from $909,911 to $1,223,946.

The requested reprogramming of CDBG-CV funds is a non-substantial amendment to the 2019-2020 Action Plan. In accordance with the approved 2020-2024 Citizen Participation Plan, the City may make minor changes to the Action Plan, any change not included in the definition of a "Substantial Change." The Citizen Participation Plan defines Substantial Change as:

- Addition of a new project not previously identified in the Action Plan, without regard to funding source;
- Cancellation of an existing project identified in the Action Plan, without regard to funding source;
- A change in the purpose, scope, location, or beneficiaries of a project; or
- An increase or decrease of more than 100% of the original project allocation or an increase or decrease of more than $500,000.

Staff recommends approval of the reprogramming of funds as outlined above.

FISCAL IMPACT

$0; Budget transfers are requested to reprogram funds from the Emergency Rental Assistance Program budget, decreasing account 28027002 project 6101 by $314,040, to allocate funding for operations to SAVES CDBG-CV, increasing account 28027002 project 6100 by $314,040; by approved funding.

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

City Council Staff Report

DATE: **JUNE 5, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PARKS AND RECREATION DEPARTMENT**

DISTRICT: **ALL**

SUBJECT: **ADOPT ORDINANCE NO. 1642, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PALMDALE AMENDING SECTIONS 2.32.020 TRUSTEES' APPOINTMENT AND 2.32.060 TRUSTEES' POWERS AND DUTIES OF CHAPTER 2.32 OF TITLE 2 OF THE PALMDALE MUNICIPAL CODE TO ESTABLISH AN ALTERNATE TRUSTEE AND TO DESIGNATE AND UPDATE THE POWERS AND THE DUTIES OF THE LIBRARY BOARD**

RECOMMENDATION

Staff recommends that the City Council:

1. Adopt Ordinance No. 1642, an Ordinance of the City Council of the City of Palmdale amending sections 2.32.020 Trustees' appointment and 2.32.060 Trustees' Powers and Duties of chapter 2.32 of Title 2 of the PMC to establish an alternate trustee and to designate and update the powers and duties of the Library Board.

BACKGROUND

On October 18, 2023, the City Council directed staff to establish a clear, definite, and certain process to ensure continuity in the City's Board of Library Trustees by establishing the designation of five (5) permanent members and an alternate member to fill any permanent vacancy that may arise from time to time and to bring other sections of the PMC current to reflect prior City Council actions and policy matters regarding the Board of Library Trustees.

DISCUSSION

The existing text of PMC Section 2.32.020 Trustee-Appointment and Section 2.32.060 Trustee-Advisory Powers Limitation is hereby repealed in its entirety and replaced with the following new section to read, in words and figures, as follows:

(A) *"2.32.020-Trustee-Appointment. The public Library shall, consistent with the*

direction of the City Council, be managed by a Board of Library Trustees, consisting of five (5) permanent members, to be appointed by the Mayor with a *majority approval of the City Council, in accordance with PMC 2.08.030."*

(B) *"2.32.060-Trustee-Advisory Powers Limitation. The Board of Library Trustees shall have no independent powers except those expressly conferred upon the Board by the City Council and, further, shall have and exercise only advisory powers and roles, to advise the City Council as to the powers and the duties enumerated in Sections 18910 through 18927, inclusive, of the California Education Code. The Board expressly does not possess and may not independently exercise any power or authority set forth in the California Education Code."*

FISCAL IMPACT

$0, there is no fiscal impact associated with this action.

STRATEGIC PLAN

Goal IV: Maintain a desirable community where everyone wants to live, work and play.

D. Invest in staff and other human resource strategies to attract and retain a highly qualified, diverse, and creative workforce.

Prepared by:	Eric Dombrowski, Deputy Director of Parks and Recreation
Certified as to availability of Funds:	Janelle Samson, Director of Operations
Approved by:	Ronda Perez, City Manager
Approved as to form:	William P. Curley, III, City Attorney

ATTACHMENTS

Ord. No. 1642

CITY OF PALMDALE, A CHARTER CITY
COUNTY OF LOS ANGELES, CALIFORNIA
ORDINANCE NO. 1642

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PALMDALE AMENDING SECTIONS 2.32.020 TRUSTEES' APPOINTMENT AND 2.32.060 TRUSTEES' POWERS AND DUTIES OF CHAPTER 2.32 OF TITLE 2 OF THE PALMDALE MUNICIPAL CODE TO ESTABLISH AN ALTERNATE TRUSTEE AND TO DESIGNATE AND UPDATE THE POWERS AND THE DUTIES OF THE LIBRARY BOARD.

A. INTENT OF THE CITY COUNCIL:

1. The City of Palmdale desires to establish a clear, definite, and certain process. to ensure continuity in the City's Board of Library Trustees by establishing the designation of five (5) permanent trustees and an alternate trustee to fill any permanent vacancy that may arise from time to time and to bring other sections current to reflect prior City Council actions and policy matters regarding the Board of Library Trustees.

2. All legal prerequisites to adopting this ordinance have occurred as the law requires.

B. ORDINANCE

THE CITY COUNCIL OF THE CITY OF PALMDALE DOES ORDAIN AS FOLLOWS:

SECTION 1. This Council confirms its legislative intent as set forth in Section A of this Ordinance and hereby incorporates Section A by reference herein.

SECTION 2. The existing text of the Palmdale Municipal Code Section is hereby repealed in its entirety and replaced with the following new section to read, in words and figures, as follows:

(A) *"2.32.020-Trustee-Appointment. The public library shall, consistent with the direction of the City Council, be managed by* a *Board of Library Trustees, consisting of five (5) permanent trustees and an alternate trustee, to be appointed by the Mayor with* a *majority approval of the City Council, in accordance with PMC 2.08.030.*

(B) *"2.32.060-Trustee-Advisory Powers Limitation. The Board of Library Trustees shall have no independent powers except those expressly conferred upon the Board by the City Council and, further, shall have and exercise only advisory powers and roles, to advise the City Council as to the powers and the duties enumerated in Sections 18910 through 18927, inclusive, of the California Education Code. The Board expressly does not possess and may not independently exercise any power or*

authority set forth in the California Education Code".

SECTION 3. 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 and establishes the period under which— it does not authorize any construction that would not already have been analyzed under CEQA and is within the scope of the City charter.

SECTION 4. 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, 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 5. All legal prerequisites and pre-conditions to the introduction, enactment, and adoption of this Ordinance have occurred as required by law and policy.

SECTION 6. The City Clerk shall certify the adoption of this Ordinance and shall cause this Ordinance to be published or posted as required by law.

PASSED, APPROVED, and **ADOPTED** this 5th day of June 2024.

Austin Bishop
Mayor

APPROVED AS TO FORM:

William P. Curley, Ill
City Attorney

ATTEST:

Rochelle Scott
City Clerk

I, Rochelle Scott, City Clerk of the City 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 5th day of June, 2024 effective on the 5th day of July, 2024 by the following roll call vote:

AYES: _____

NOES: _____

ABSTAIN: _____ ABSENT: _____

Date: _____ _____
Rochelle Scott, City Clerk

City Council Staff Report

DATE: **JUNE 5, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
ENGINEERING DIVISION

DISTRICT: **1, 2**

SUBJECT: **ADOPT RESOLUTION NO. CC 2024-033, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE DECLARING ITS INTENTION TO CONTINUE ASSESSMENTS FOR FISCAL YEAR 2024-2025, PRELIMINARILY APPROVE THE ANNUAL ENGINEER'S REPORT, AND PROVIDE NOTICE OF PUBLIC HEARING FOR THE CITY OF PALMDALE DRAINAGE BENEFIT ASSESSMENT DISTRICTS NO. 1 AND NO. 2006-02**

RECOMMENDATION

Staff recommends that the City Council:

1. Adopt Resolution No. CC 2024-033, a Resolution of the City Council of the City of Palmdale declaring its intention to continue assessments for the Fiscal Year 2024-2025;

2. Preliminarily approval of the annual Engineer's Report;

3. Authorize the Mayor to execute Resolution No. CC 2024-033, a Resolution of the City Council of the City of Palmdale declaring its intention to continue assessments for the Fiscal Year 2024-2025; and,

4. Provide notice of public hearing for the City of Palmdale Drainage Benefit Assessment Districts No. 1 and No. 2006-02.

BACKGROUND

The Anaverde and Ritter Ranch developments required the formation of a Drainage Benefit Assessment District (DBAD) as a condition of approval to provide the funds to maintain the drainage facilities for the developments. As a result, the formation of the Anaverde DBAD No. 1 was approved by the property owners on May 12, 2004, and the Ritter Ranch DBAD No. 2006-02 was approved by the property owners on January 3,

2007, respectively, pursuant to mailed ballot elections conducted in accordance with Article XIIID of the California Constitution.

The purpose of the DBAD is to fund the installation, construction, or maintenance of any authorized improvements under the Benefit Assessment Act of 1982 (California Government Code Section 54703 et seq.), including, but not limited to, drainage improvements and any facilities which are appurtenant to any of the aforementioned or which are necessary or convenient for the maintenance or servicing thereof.

DISCUSSION

On May 1, 2024, the City Council took the first step to continue assessing the levies for Fiscal Year 2024-2025 by adopting Resolution No. CC 2024-032, which directed NBS, as the Engineer of Work, to prepare the annual Engineer's Report for DBAD No. 1 and No. 2006-02 for Fiscal Year 2024-2025.

Resolution No. CC 2024-033 is the second step, providing the intention to continue the assessments for Fiscal Year 2024-2025, preliminarily approving the annual Engineer's Report prepared by NBS, and establishing the date, time, and place of a public hearing to receive testimony regarding the continued assessments to be placed on LA County tax rolls.

The third and final step will be the public hearing set for July 10, 2024, to obtain the final approval of the annual Engineer's Report and the ordering of the levies for the Fiscal Year 2024-2025.

The annual Engineer's Report contains information required by the Benefit Assessment Act of 1982 and Article XIIIC and XIIID of the California Constitution (Proposition 218) determining the special benefit to property owners within DBAD No. 1 and No. 2006-02, identifying the methodology for assigning assessments to each parcel and estimating the cost for improvements. The annual Engineer's Report establishes the important foundation and justification for the continued collection of the assessments for Fiscal Year 2024-2025.

FISCAL IMPACT

$148,200; Based on the annual CPI increase of 3.36%, the total proposed assessments for both Districts is approximately $148,200. The annual Engineer's Report indicates the proposed assessments for the City of Palmdale Drainage Benefit Assessment Districts No. 1 and No. 2006-02 and is included as an attachment.

STRATEGIC PLAN

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

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

B. Establish healthy reserves for ongoing replacement and repair of capital assets while stabilizing annual spending.

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

ATTACHMENTS

Reso. No. CC 2024-033
Rpt Fiscal Year 2024-2025 Engineer's Report: Drainage Benefit Assessment Districts

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2024-033

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE DECLARING ITS INTENTION TO CONTINUE ASSESSMENTS FOR FISCAL YEAR 2024-2025, PRELIMINARILY APPROVING THE ANNUAL ENGINEER'S REPORT, AND PROVIDE NOTICE OF PUBLIC HEARING FOR THE CITY OF PALMDALE 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 "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); and

WHEREAS, NBS has been designated as the Engineer of Work for purposes of these proceedings (the "Engineer of Work") and ordered to prepare an Engineer's Report in accordance with Act and Article XIIID of the California Constitution; and

WHEREAS, the Engineer of Work has filed an Engineer's Report (the "Report") with the City Clerk, copies of which have been submitted to this City Council, which Report contains the following: (a) a calculation of the portion of the improvements to be provided by the Districts that constitute a special benefit to the parcels in the Districts; (b) a methodology for assigning assessments to individual parcels; (c) a listing of each lot or parcel of property that would be subject to the proposed assessment, including public parcels; (d) the estimate of cost for the improvements; and (e) the amount of the proposed assessment for each lot or parcel for the Fiscal Year 2024-2025.

NOW, THEREFORE, BE IT RESOLVED, THE CITY COUNCIL OF THE CITY OF PALMDALE DOES HEREBY FIND, DETERMINE, RESOLVE, AND ORDER AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct.

SECTION 2. This City Council intends to continue to levy and collect assessments within the Districts for Fiscal Year 2024-2025.

SECTION 3. The Report, in the form on file with the City Clerk, is hereby received, filed, and preliminarily approved.

SECTION 4. The proposed improvements to be made in the Districts may be 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 5. The general location and boundaries of the existing Districts are shown on maps on file in the office of the Director of Public Works, are incorporated herein by reference, and are open to public inspection. The Districts are designated as follows: Drainage Benefit Assessment District No. 1 and Drainage Benefit Assessment District No. 2006-02.

SECTION 6. Reference is hereby made to the Report for a full and detailed description of the improvements, the boundaries of the Districts, and the assessments upon assessable lots and parcels of land within the Districts.

SECTION 7. The assessments are subject to an annual adjustment tied to the annual change in the Consumer Price Index for the Los Angeles Area as of February of each succeeding year ("CPI"). The change in the CPI from February 2023 to February 2024 was 3.36%. Therefore, the maximum authorized assessment rates for Fiscal Year 2024-2025 are the previous year's maximum authorized assessment rate for each District increased by 3.36%. The amount of the assessments proposed does not exceed the authorized amount.

SECTION 8. A public hearing regarding the proposed assessments for the Districts shall be held by the City Council on July 10, 2024, at 5:00 p.m. or as soon thereafter as the matter may be heard in the City Council Chambers located at 38300 Sierra Highway, Suite B, Palmdale, California.

SECTION 9. The City Clerk is hereby authorized and directed to cause a notice of the hearing for the continuation of the assessments for the Districts to be given by publishing a notice once, at least fourteen (14) days before the date of the hearing above specified, in a newspaper circulated in the Districts.

SECTION 10. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED and **ADOPTED** this 5th day of June, 2024.

Approved as to form:

_____
William P. Curley, III
City Attorney

_____
Austin Bishop, Mayor

ATTEST:

_____
Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 5th day of June, 2024 by the following roll call vote:

AYES: _____

NOES: _____

ABSTAIN: _____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

CITY OF PALMDALE

Fiscal Year 2024/25 Engineer's Report For:

Drainage Benefit Assessment Districts

May 2024

Prepared by:

NBS
helping communities fund tomorrow
nbsgov.com

Corporate Headquarters
32605 Temecula Parkway, Suite 100
Temecula, CA 92592
Toll free: 800.676.7516

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1. ENGINEER'S LETTER

WHEREAS, the City Council of the City of Palmdale (the "City"), State of California, under the Benefit Assessment Act of 1982 (the "Act"), directed NBS to prepare and file the Annual Engineer's Report for the Drainage Benefit Assessment District No. 1 and No. 2006-02 (the "Districts") for Fiscal Year 2024/25, in accordance with Article 4 of Chapter 6.4 of the Act and Article XIII D of the California Constitution. The report presents the plans and specifications describing the general nature, location and extent of the improvements to be maintained, an estimate of the costs of the administration, maintenance, operations and servicing of the improvements for Fiscal Year 2024/25, the diagram for the Districts, showing the area and properties to be assessed, and assessing the net amount upon the assessable lots and/or parcels within the Districts in proportion to the special benefit received.

NOW THEREFORE, the assessments as detailed in this Engineer's Report and as summarized in the table below are made to cover the portion of the estimated costs of maintenance, operation and servicing of said improvements to be paid by the assessable real property within the Districts in proportion to the special benefit received.

District	Parcels	EDUs per District[(1)]	FY 2024/25 Assessment Amount	Proposed Assessment Rate per EDU	Maximum Assessment Rate Per EDU
DBAD No. 1	1,417	1,417.00	$75,837.84	$53.52	$53.52
DBAD No. 2006-02	32	6,588.85	72,345.42	10.98	56.66
Totals:	**1,449**	**8,005.85**	**$148,183.26**		

(1) Equivalent Dwelling Unit. See "Method of Assessment" for explanation of EDU apportionment.

I, the undersigned, respectfully submit this Engineer's Report and, to the best of my knowledge, information and belief, the Engineer's Report, Assessments, and the Assessment Diagram herein have been prepared, computed and levied in accordance with the assessment methodology adopted, approved and ordered by the City Council of the City of Palmdale at the time of each District formation.

_____

John G. Egan, P. E.
Assessment Engineer

2. INTRODUCTION

2.1 Background

The City provides maintenance and servicing of certain publicly owned stormwater detention and drainage basins throughout the City. In order to fund the maintenance of these projects and improvements, the City has formed two Drainage Benefit Assessment Districts covering an area of approximately 6,600 acres and approximately 1,470 parcels. The Districts have been formed and the levies have been made pursuant to Section 54703 et seq. of the California Government Code, commonly known as the Benefit Assessment Act of 1982, and Article XIII D of the California Constitution (the "Article XIII D").

Drainage Benefit Assessment District No. 1 ("DBAD No. 1") (Anaverde Master Planned Community Avenue S at Approximately 20th Street West) is located within the Anaverde Master Planned Community at Avenue S and approximately 20th Street West. Drainage Benefit Assessment District No. 2006-02 ("DBAD No. 2006-02") (Ritter Ranch Master Planned Community, Phase I through phase V, South of Elizabeth Lake Road at Approximately 40th Street West) is located within the Ritter Ranch Master Planned Community along Elizabeth Lake Road and west of the Anaverde Community.

Drainage Benefit Districts

District	Tract/Parcel Map	Land Use	General Location
DBAD No. 1	Anaverde	Residential	20th Street West and Avenue S
DBAD No. 2006-02	Ritter Ranch	Residential/ Commercial	Elizabeth Lake Road and Ranch Center Drive

The Districts were formed in previous years; DBAD No. 1 was formed in 2004 and DBAD No. 2006-02 was formed in 2007. The developments required the formation of a drainage benefit assessment district as a condition of approval in order to provide the funds to maintain the drainage facilities for the developments. As a result, the formation of the Districts was approved by the property owners (on May 12, 2004 and January 3, 2007, respectively) pursuant to mailed ballot elections conducted in accordance with the Act and Article XIII D.

2.2 Process for Annual Assessment

In each subsequent year for which the assessment will be continued, the City Council may direct an Engineer's Report to be prepared on an annual basis which contains a full and detailed description of the improvements, the boundaries of the assessment district and any zones therein, and the proposed assessments upon assessable lots and parcels of land within the Districts.

The City Council may also annually adopt a resolution of intention which:

- Declares the intention of the City Council to levy and collect assessments within the assessment district for the fiscal year stated therein.
- Generally describes the existing and proposed improvements and any substantial changes proposed to be made in existing improvements.

- Refers to the assessment district by its distinctive designation and indicates the general location of the district.
- Refers to the report of the engineer, on file with the City Clerk, for a full and detailed description of the improvements, the boundaries of the assessment district and any zones therein, and the proposed assessments upon assessable lots and parcels of land within the district.
- Gives notice of the time and place for public hearing by the City Council on the levy of the proposed assessment.
- States whether the assessment is proposed to increase from the previous year.

If the assessments are to be levied in the same or lesser amounts than the maximum assessment allowed, the City Clerk shall give notice of the public hearing by causing the resolution of intention to be published. Any interested person may, prior to the conclusion of the public hearing, file a written protest which shall state all grounds of objection. The protest shall contain a description sufficient to identify the property owned by the property owner filing the protest. During the course or upon conclusion of the hearing, the City Council may order changes in any of the matters provided in the report, including changes in the improvements, any zones within the assessment district, and the proposed diagram or the proposed assessment. If the assessment to be levied exceeds the maximum assessment allowed, the City must comply with the procedures specified in Article XIII D and Proposition 218.

The City Council, upon conclusion of the public hearing must then adopt a resolution confirming the diagram and assessment, either as originally proposed or as changed by it. The adoption of the resolution shall constitute the levy of an assessment for the fiscal year referred to in the assessment.

2.3 Legislative Context

In 1996, California Voters adopted Proposition 218, the "Right to Vote on Taxes Act" which added Articles XIII C and XIII D to the California Constitution. Article XIII D imposes certain substantive and procedural requirements on any agency that wishes to levy special assessments.

Article XIII D imposes four basic substantive requirements on assessments[1]:

- All parcels that will have a special benefit conferred upon them and upon which an assessment will be imposed must be identified;
- The general benefits must be distinguished from the special benefits conferred on the parcels;
- The proportionate special benefit derived by each parcel must be determined in relationship to the entirety of the capital improvement, the maintenance and operation expenses of the public improvement, or the cost of the property related service being provided; and
- The amount assessed to a parcel must not exceed the reasonable cost of the proportional special benefit conferred on that parcel and does not include any costs attributable to the general benefit.

[1] *California Constitution Article XIII D Section 4.*

Since the initial passage of Proposition 218, several court rulings have helped provide context and direction on the practical implementation procedures and requirements for levying assessments. Several of the key concepts from these rulings are summarized below.

GENERAL BENEFIT

Article XIII D requires an agency to separate the general benefits from the special benefits conferred because only special benefits are assessable.

The Court of Appeal in *Golden Hills Neighborhood Assn., Inc. v. City of San Diego* (2011) (*Golden Hills*)[2] clarified this concept by stating, "*Separation and quantification of general and special benefits must be accomplished by apportioning the cost of a service or improvement between the two and assessing property owners only for the portion of the cost representing special benefits*."

The Court of Appeal in *Beutz v. County of Riverside* (2010) (*Beutz*)[3] quoted from the Legislative Analyst's Office pamphlet titled "Understanding Proposition 218" which states an agency must, "*estimate the amount of special benefit landowners would receive from the project or service, as well as the amount of 'general benefit.' This step is needed because Proposition 218 allows local government to recoup from assessments only the proportionate share of cost to provide the special benefit.*"

The Court in *Beutz* furthered this idea stating, "*Separating the general from the special benefits of a public improvement project and estimating the quantity of each in relation to the other is essential if an assessment is to be limited to the special benefits*."

The Court of Appeal in *Silicon Valley Taxpayers' Association Incorporated v. Santa Clara County Open Space Authority* (2008) (*SVTA*)[4] clarified that general benefits are not restricted to benefits conferred only on persons and property outside the assessment district but can include benefits both conferred on real property located in the district or to the public at large. The "public at large" includes all members of the public, including those who live, work, and shop within the district, and not simply transient visitors.

BENEFIT-BASED NOT COST-BASED

In *Bonander v. Town of Tiburon* (2009) (*Tiburon)*[5], the Court of Appeal clarified the idea that assessments must be apportioned based upon benefit rather than cost. The Court stated, "*Proportionate special benefit is the basis upon which a project's total assessable costs are apportioned among parcels within an assessment district.*"

The assessment on a particular property cannot be based on the relative cost of the improvements, but rather the special benefit conferred on such property. The Court in *Tiburon* also stated, "*an assessment represents the entirety of the cost of the improvement or property-related service, less any amount attributable to general benefits (which may not be assessed), allocated to individual properties in proportion to the relative special benefit conferred on the property*."

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[2] Golden Hill Neighborhood Assn. v. City of San Diego CA4/1, D062203 (Cal. Ct. App. 2013)
[3] Beutz v. County of Riverside, 109 Cal. Rptr. 3d 851 (Cal. Ct. App. 2010)
[4] Silicon Valley Taxpayers' Association Incorporated v. Santa Clara County Open Space Authority, 44 Cal. 4th 431 (2008).
[5] Bonander v. Town of Tiburon, 147 Cal. App. 4th 1116 (Cal. Ct. App. 2007)

PUBLIC PROPERTY

Section 4, Subdivision (a) of Article XIII D states, in part, "*Parcels within a district that are owned or used by any agency, the State of California or the United States shall not be exempt from assessment unless the agency can demonstrate by clear and convincing evidence that those publicly owned parcels in fact receive no special benefit.*" Historically there had been differing opinions about whether this requirement that publicly owned property should not be exempt actually meant those properties must be assessed.

The Court of Appeal in *Manteca Unified School District v. Reclamation District No. 17 et al* (2017) *(Manteca)*[6] clarified this issue by stating, *"section 4, subdivision (a) of article XIII D of the California Constitution unambiguously conditions any continuing benefit assessment exemption on a showing by clear and convincing evidence of no special benefit.*"

IMPRECISION

The Court in *Tiburon* acknowledged the difficulty of trying to precisely assign and measure special benefit, stating, "*Any attempt to classify special benefits conferred on particular properties and to assign relative weights to those benefits will necessarily involve some degree of imprecision.*"

The Court in *Tiburon* went on to say that a formula assigning equal weight to different special benefits *"may be a legally justifiable approach to measuring and apportioning special benefits,* [but] *it is not necessarily the only valid approach. Whichever approach is taken to measuring and apportioning special benefits, however, it must be both defensible and consistently applied*."

[6] *Manteca Unified School District v. Reclamation District No. 17 et al, C077906 (Cal. Ct. App. 2017)*

3. PLANS AND SPECIFICATIONS

The work and improvements proposed to be undertaken by the City and the cost thereof paid from the levy of the annual assessment provide special benefit to assessor parcels within the Districts defined in the Method of Assessment herein. Consistent with the Act, the improvements are generally described as follows:

Article XIII D of the California Constitution defines "maintenance and operation expenses" as, "the cost of rent, repair, replacement, rehabilitation, fuel, power, electrical current, care and supervision necessary to properly operate and maintain a permanent public improvement" (hereafter referred to as the “improvements”). The Districts funding includes, but is not limited to, the removal, repair, replacement and appurtenances, electrical energy, supplies, engineering and incidental costs relating to the maintenance and operation of the drainage improvements benefiting Districts parcels.

The improvements for DBAD No. 1 consist of five drainage basins (DB) located just outside of DBAD No. 1 along the southern boundary of DBAD No. 1, DB No. 1 (0.5 acres), DB No. 2 (0.5 acres), DB No. 5 (10.0 acres), DB No. 6 (3.0 acres), and DB No. 7 (4.0 acres). There is also one drainage basin located on the northern side of the California Aqueduct, DB No. 9 (15.0 acres).

The improvements for DBAD No. 2006-02 consist of 126,658 cubic feet of drainage basin/storm water improvements which are detailed in the Ritter Ranch Specific Plan on file with the City.

Plans and Specifications for the improvements of the Districts are voluminous and are not bound in this Engineer’s Report but by this reference are incorporated and made a part of this Engineer’s Report. The Plans and Specifications are on file in the office of the Director of Public Works where they are available for public inspection.[7]

[7] *As detailed in the Annual Engineer’s Report, City of Palmdale, Drainage Benefit Assessment Districts, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

4. ESTIMATE OF COSTS

Fiscal Year 2024/25 estimated costs of maintenance and servicing the improvements as described in the Plans and Specifications are summarized below. The full itemized budget for the Districts is voluminous and is not bound in this Engineer's Report but by reference is incorporated and made a part of this Engineer's Report. The itemized budget is on file in the Department of Public Works, where it is available for public inspection. The tables below show the budget summary for each District.

Drainage Benefit Assessment District No. 1 Budget	
Description	**Proposed FY 2024/25 Costs**
Direct Maintenance Costs	$55,355.41
Other Costs	20,482.43
Estimated Expenditures	$75,837.84
Fiscal Year 2024/25 Net Amount to be Assessed	**$75,837.84**
Total Equivalent Dwelling Units (EDUs)	1,417.00
Total Parcels	1,417
Total Cost Per EDU	$53.52
Maximum Rate per EDU	$53.52

Drainage Benefit Assessment District No. 2006-02 Budget	
Description	**Proposed FY 2024/25 Costs**
Direct Maintenance Costs	$52,812.16
Other Costs	19,533.26
Estimated Expenditures	$72,345.42
Fiscal Year 2024/25 Net Amount to be Assessed	**$72,345.42**
Total Equivalent Dwelling Units (EDUs)	6,588.85
Total Parcels	32
Total Cost Per EDU	$10.98
Maximum Rate per EDU	$56.66

The following cost descriptions apply to the budget[8]:

DIRECT COSTS

Maintenance Costs. Labor, Material, and Equipment - Includes all labor, material, and equipment required to properly maintain and service the drainage structures, and appurtenant facilities within the district, including the maintenance and servicing of fencing, and drainage facilities. All improvements within the district will be maintained and serviced on a regular basis. City staff will determine the frequency and specific maintenance operations required.

Utilities. Gas and Electric - The furnishing of electricity and gas required for the operation of the drainage structures, and appurtenant facilities such as pumps.

Renovation. Repairs, which are unforeseen and not normally included in the yearly maintenance cost. This may include repair of damage due to vandalism, storms, and frost. Planned upgrades of the improvements that provide a direct benefit to the district could also be included in renovation costs.

OTHER COSTS

Personnel/Overhead. The cost of City staff for providing the coordination for maintenance and servicing, responding to public concerns, and levying and collecting assessments. This includes reimbursement for time spent by Finance and Accounting, the City Attorney, the City Manager, and the Public Works staff.

Consultants. The cost of contracting with professionals to provide services specific to the levy and annual administration.

Professional Fees. These are the costs of contracting with professionals for annual certification of all irrigation back flow devices, and for professionals to provide any additional administrative or engineering services specific to the district such as the cost to prepare and mail notices of the public meeting and hearing, or preparation of assessment diagrams.

County Administration Fees. The costs charged by the County to place the assessments on the property tax rolls.

[8] *As detailed in the Annual Engineer's Report, City of Palmdale, Drainage Benefit Assessment Districts, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

5. METHOD OF APPORTIONMENT

The following section includes an explanation of the benefits to be derived from the installation, maintenance and servicing of the improvements throughout each District, as well as a description of the assessment methodology used to apportion the total assessment to properties within each District. ***Previous annual Engineer's Reports were prepared by a different engineer of record and specific language from the prior year Engineer's Report[9] has been referenced to describe the Method of Apportionment within the following section of this report.***[10]

The Districts consist of all assessor parcels within the boundaries as defined by the Assessment Diagram included with this report and the parcels identified by the Assessor Parcel Numbers listed with the included levy roll. The parcel list includes all privately and publicly owned parcels with the boundaries. The method used for apportioning the assessment is based on the proportional special benefits to be derived by the properties in the Districts over and above general benefits conferred on real property or to the public at large. The apportionment of special benefit is a two-step process: the first step is to identify the types of special benefit arising from the improvements, and the second step is to allocate the assessments to property based on the estimated relative special benefit for each type of property.

5.1 Special Benefit

The improvements are expected to confer certain special benefits to parcels within each District. Pursuant to the Prior Engineer's Report, the special benefit conferred to parcels is more fully described as follows:

> *Each and every parcel within the Districts receives a particular and distinct benefit from the improvements over and above general benefits conferred by the improvements.*
>
> *First, all of the improvements were conditions of approval for the creation or development of the parcels. In order to create or develop the parcels, the City of Palmdale required the developer to install and guarantee the maintenance of storm water control structures and appurtenant facilities to serve the parcels. Therefore, each and every parcel within the Districts could not have been developed in the absence of the installation and promised maintenance of these facilities.*
>
> *In addition, the improvements continue to confer a particular and distinct special benefit upon parcels within the Districts because of the nature of the improvements. The proper maintenance of storm water control and appurtenant facilities specially benefit parcels within the Districts by alleviating excess water during periods of rain. This allows individual parcels to be used to their fullest extent. All of the above- mentioned improvements contribute to a specific enhancement of each of the parcels within the Districts.*

[9] *Annual Engineer's Report, City of Palmdale, Drainage Benefit Assessment Districts, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020 ("Prior Engineer's Report").*

[10] *Method of Apportionment and subsections as detailed in the Annual Engineer's Report, City of Palmdale, Drainage Benefit Assessment Districts, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

5.2 General Versus Special Benefit

General benefit is an overall and similar benefit to the public at large resulting from the improvements to be maintained by the assessments levied. Within the Prior Engineer's Report, the Engineer found that while the overwhelming majority of the benefit was special, there was a small amount of general benefit. Specific language describing the relationship and proportion of Special Benefit versus General Benefit from the Prior Engineer's Report has been included below:

> *In addition to the special benefits received by the parcels within the Districts, there are incidental general benefits conferred by the improvements.*
>
> *The total benefits are thus a combination of the special benefits to the parcels within the Districts and the general benefits to the public at large and to adjacent property owners. The portion of the total drainage maintenance costs, which are associated with general benefits, will not be assessed to the parcels in the Districts, but will be paid from other City Funds.*
>
> *Because the drainage facilities are located immediately adjacent to properties within the Districts and are maintained solely for the benefit of the properties within the Districts, any benefit received by properties outside of the Districts is merely incidental. It is estimated that the general benefit portion of the benefit received from the improvements for the Districts are less than one (1) percent of the total benefit. Nonetheless, the City has agreed to ensure that no property is assessed in excess of the reasonable cost of the proportional special benefit conferred on that property.*

5.3 Quantification General Benefit

Although the analysis used to support these assessments concludes that the benefits are solely special, as described above, consideration is made for the suggestion that a portion of the benefits are general. General benefits cannot be funded by these assessments – the funding must come from other sources.

The maintenance and servicing of these improvements is also partially funded, directly and indirectly from other sources including the City of Palmdale, Los Angeles County, and the State of California. This funding comes in the form of grants, development fees, special programs, and general funds, as well as direct maintenance and servicing of facilities (e.g. curbs, gutters, streets, drainage systems, etc.). The funding from other sources more than compensates for general benefits, if any, received by the properties within the Districts.

STEP 1 – CALCULATE GENERAL BENEFIT

The general benefits from this assessment may be quantified as illustrated in the following table.

Calculation of General Benefit[(1)]

Benefit Factor	Relative Weight	General Benefit Contribution	Relative General Benefit
Increased safety from flood control	10	25%	2.5
Creation of individual lots for development or approval of building permits	90	0%	0
	100		2.5
	Total Calculated General Benefit =		**2.5%**

(1) Per the Prior Engineer's Report.

As a result, the City will contribute at least 2.5% of the total budget from sources other than the assessment. The following contribution offsets any general benefits from the assessment services.

STEP 2 – CALCULATE THE CURRENT GENERAL BENEFIT CONTRIBUTION FROM THE CITY

Pursuant to the Prior Engineer's Report, this general benefit contribution is the sum of the following components:

The City owns, maintains, rehabilitates and replaces curb and gutter along the border of the Districts' improvements. This curb and gutter serves to support, contain, retain, manage irrigation flow and growth, and provide a boundary for the improvements. The contribution from the City towards general benefit from the maintenance, rehabilitation, and replacement of the curb and gutter is conservatively estimated to be 1%.

The City owns and maintains a storm drainage system along the border of the Districts' improvements. This system serves to prevent flooding and associated damage to the improvements and manage urban runoff including local pollutants loading from the improvements. The contribution from the City towards general benefit from the maintenance and operation of the local storm drainage system is conservatively estimated to be 1%.

The City owns and maintains local public streets along the border of the Districts' improvements. These public streets provide access to the improvements for its enjoyment as well as efficient maintenance. The contribution from the City towards general benefit from the maintenance of local public streets is conservatively estimated to be 1%.

The value of the construction of the improvements can be quantified and monetized as an annuity. Since this construction was performed and paid for by non-assessment funds, this "annuity" can be used to offset general benefit costs and is conservatively estimated to contribute 25%.

Therefore, the total general benefit is conservatively quantified at 2.5% which is more than offset by the total non-assessment contribution towards general benefit of 28%.

5.4 Method of Assessment

The development of an assessment methodology requires apportioning benefit to determine the relative special benefit for each property. (As part of the transition between assessment engineers in 2010/2011, the existing methodology was reviewed and confirmed, and fundamentally maintained with some minor updates.) The precise language from the Prior Engineer's Report has been provided below:

> *The Districts assessments are based on land use so that property owners are assessed in proportion to the benefits received. The land uses defined below are descriptive of the parcels expected to exist in the Districts. In the event there is a question regarding the land use designation of any parcel in the Districts the Director of Public Works will be responsible for administratively assigning one of the land uses listed below.*

- *Residential* — *Single family residential parcels*
- *Condo* — *Condominium or town home parcels*
- *Non-Res* — *Non-residential parcels*
- *Exempt* — *Parcels exempt by law from the assessment, or those parcels that do not benefit from the improvements*

For DBAD No.1, in a single-family residential district, all the parcels in the Districts receive the same special benefit from the improvements due to their similarity in size and use and their similar proximity to the improvements. Therefore, each parcel is assessed an equal amount.

Storm drain improvements intercept storm runoff from the properties and convey the runoff through the area in a controlled manner providing flood protection. To properly serve development in the Districts the developers were required to provide storm water retention/detention basins within their projects.

Since storm runoff is a function of area the special benefit shall be apportioned to the respective developed lots or parcels in the Districts on a gross acreage basis net of arterial and collector streets. Within a residential tract, once the improvements have been allocated based on acreage as described above, it will be apportioned further based on the number of similar lots or parcels or multi-family units such that each lot or parcel or unit is assessed an equal amount. Within non-residential developments, the improvement costs shall be apportioned based on net parcel area.

Parcels in the Districts will be assigned a weighting factor known as an equivalent dwelling unit (EDU). This method is used to relate dissimilar land uses such as non-residential and residential. Single family residential parcels are assigned an EDU of 1.0. The total number of EDUs in a District is divided into the total balance to levy for the district. This establishes the levy per EDU (rate). The rate is then multiplied by the parcel's individual number of EDUs to establish the parcel's levy amount.

The following table shows the EDU factors for each parcel type in the Districts.

Property Type	***Factor***	***Basis***
Developed/Vacant Residential	*1.00*	*Parcel*
Developed/Vacant Multi-Family	*1.00*	*Unit*
Developed/Vacant Non-Residential	*6.00*	*Acre*

5.5 Cost of Living Inflator

Annually, the assessment rates for the Districts may be increased, based upon the Consumer Price Index, All Urban Consumers, for the Los Angeles-Long Beach-Anaheim Area ("CPI"), as determined by the United States Department of Labor, Bureau of Labor Statistics, or its successor. The Assessment Engineer shall compute the percentage difference between the CPI for February of each year and the CPI for the previous February and shall then adjust the existing assessment rates by an amount not to exceed such percentage for the following fiscal year. Should the Bureau of Labor Statistics revise such index or discontinue the

preparation of such index, the Assessment Engineer shall use the revised index or a comparable system as approved by the City Council for determining fluctuations in the cost of living. [11]

The annual calendar year percentage change in the CPI applicable to the Fiscal Year 2024/25 assessment is 3.36%, based on the increase of the February 2023 to February 2024 CPI of 3.36%.

5.6 Fiscal Year 2024/25 Maximum Assessment

The maximum authorized assessment rate for Fiscal Year 2024/25 is increased by 3.36% which equates to $53.52 per EDU for DBAD No. 1 and $56.66 per EDU for DBAD No. 2006-02. Each District's budget, provided in the Estimate of Costs section of this Engineer's Report, proposes assessments for Fiscal Year 2024/25 at the rate of $53.52 per EDU for DBAD No. 1, which is equal to the maximum authorized assessment rate, and $10.98 per EDU for DBAD No. 2006-02 which is less than the maximum authorized assessment rate.

5.7 Duration of Assessment

DBAD No. 1 was formed in 2004 and DBAD No. 2006-02 was formed in 2007. It is proposed that the assessments be continued every year thereafter, so long as the drainage improvements need to be maintained and improved, and the City requires funding from the assessments for these improvements in each District. As noted previously, the assessment can continue to be levied annually after the City Council approves an annually updated Engineer's Report, budget for the assessment, improvements to be provided, and other specifics of the assessment. In addition, the City Council must hold an annual public hearing to continue the assessment.

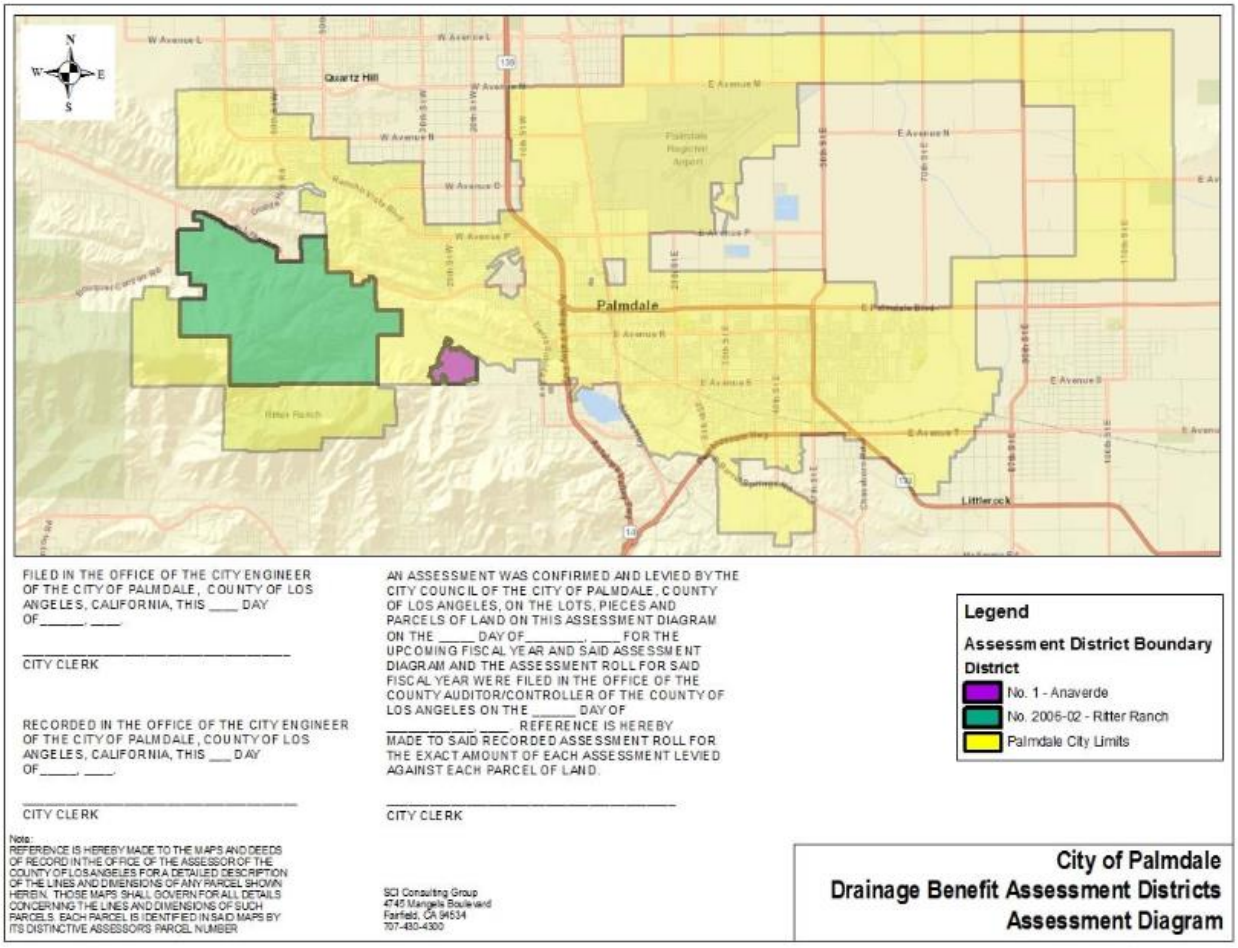
5.8 Appeals and Public Hearing

Any property owner who feels that the assessment levied on the subject property is in error, as a result of incorrect information being used to apply the foregoing method of assessment, may file a written appeal with the City of Palmdale Public Works Department. Any such appeal is limited to correction of an assessment during the then current fiscal year or, if before July 1, the upcoming fiscal year. Upon the filing of any such appeal, the City of Palmdale Public Works Engineer or his or her designee will promptly review the appeal and any information provided by the property owner. If the Public Works Engineer of the City of Palmdale or her or his designee finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been filed with the County for collection, the City Engineer or his or her designee is authorized to refund to the property owner the amount of any approved reduction. Any dispute over the decision of the City Engineer or her or his designee shall be referred to the Director of Public Works of the City of Palmdale, and the decision of the Director of Public Works of the City of Palmdale shall be final.

[11] *As detailed in the Annual Engineer's Report, City of Palmdale, Drainage Benefit Assessment Districts, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

6. ASSESSMENT DIAGRAM

The boundaries of the Districts are displayed on the following Assessment Diagram. The lines and dimensions of each lot or parcel within the Districts are those lines and dimensions shown on the maps of the County Assessor of the County of Los Angeles, at the time this Engineer's Report was prepared, and are incorporated by reference herein and made part of this Engineer's Report.



7. ASSESSMENT ROLL

Assessor's parcel identification, for each lot or parcel subject to the assessment, shall be based on the County Assessor's secured roll data for the applicable year in which this report is prepared and is incorporated herein by reference.

A listing of assessor's parcels subject to the assessments for Fiscal Year 2024/25, along with the assessment amounts, is on file in the office of the City Clerk and incorporated herein by reference. Based on County Assessor's secured roll data, current assessor's parcels, including corrected and/or new assessor's parcels, will be submitted and/or resubmitted to the County Auditor/Controller. The annual assessment amount to be levied and collected for the resubmitted parcel(s) shall be determined in accordance with the method of apportionment and assessment rate approved in this report. Therefore, if a single assessor's parcel has a status change in development, other land use change, or subdivides into multiple assessor's parcels, the charge amounts applied to each of the new assessor's parcels shall be recalculated and applied according to the approved method outlined in the method of apportionment and assessment rate rather than a proportionate share of the original assessment amount.

The following table summarizes the Fiscal Year 2024/25 assessments for the Districts.

District	Parcels	EDUs per District	FY 2024/25 Maximum Assessment Rate Per EDU	FY 2024/25 Assessment Rate Per EDU	FY 2024/25 Assessment Amount
DBAD No. 1	1,417	1,417.00	$53.52	$53.52	$75,837.84
DBAD No. 2006-02	32	6,588.85	56.66	10.98	72,345.42
Totals:	**1,449**	**8,005.85**			**$148,183.26**

City Council Staff Report

DATE: **JUNE 5, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
ENGINEERING DIVISION

DISTRICT: **ALL**

SUBJECT: **ADOPT RESOLUTION NO. CC 2024-036, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE DECLARING ITS INTENTION TO CONTINUE ASSESSMENTS FOR FISCAL YEAR 2024-2025, PRELIMINARILY APPROVE THE ANNUAL ENGINEER'S REPORTS AND PROVIDE NOTICE OF PUBLIC HEARING FOR THE CITY OF PALMDALE LANDSCAPE MAINTENANCE ASSESSMENT DISTRICTS AND ANNEXATIONS, PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT, AND STREETLIGHT MAINTENANCE ASSESSMENT DISTRICTS AND ANNEXATIONS**

RECOMMENDATION

Staff recommends that the City Council:

1. Adopt Resolution No. CC 2024-036, a Resolution of the City Council of the City of Palmdale declaring its intention to continue assessments for Fiscal Year 2024-2025;

2. Preliminary approval of the annual Engineer's Reports;

3. Authorize the Mayor to execute Resolution No. CC 2024-036, a Resolution of the City Council of the City of Palmdale declaring its intention to continue assessments for Fiscal Year 2024-2025; and,

4. Provide notice of public hearing for the City of Palmdale Landscape Maintenance Assessment Districts and Annexations, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations.

BACKGROUND

The City of Palmdale Landscape Maintenance Assessment Districts and Annexations, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations (all combined and 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.

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 appurtenant to any of the aforementioned or which are necessary or convenient for the maintenance or servicing thereof.

The Landscaping and Lighting Act of 1972 requires that each year, the districts have a detailed annual engineer's report approved by the city council to continue the annual assessment levy.

DISCUSSION

On May 1, 2024, the City Council took the first step to continue assessing the levies for Fiscal Year 2024-2025 by adopting Resolution No. CC 2024-035, directing NBS, the Engineer of Work, to prepare the annual Engineer's Reports for the Districts for Fiscal Year 2024-2025.

Resolution No. CC 2024-036 is the second step, providing the intention to continue the assessments for Fiscal Year 2024-2025, preliminarily approving the annual Engineer's Reports prepared by NBS, and establishing the date, time, and place of a public hearing to receive testimony regarding the continued assessments to be placed on Los Angeles County tax rolls.

The third and final step will be the public hearing regarding the final approval of the annual Engineer's Reports and the ordering of the levies for Fiscal Year 2024-2025, which will be held by the City Council on July 10, 2024.

The annual Engineer's Reports contain the information required by the Landscaping and Lighting Act of 1972 and Articles XIV and XI of the California Constitution (Proposition 218) determining the special benefit to property owners within each district, identifying the methodology for assigning assessments to each parcel and estimating the cost for improvements. The annual Engineer's Reports establish the important foundation and justification for the continued collection of the assessments for Fiscal Year 2024-2025.

FISCAL IMPACT

$15,445,000; the annual Engineer's Reports indicate the proposed assessments for the Districts and are included as attachments.

The Fiscal Year 2024-2025 annual assessment inflator for the Landscape Maintenance Assessment Districts and Annexations may be based on February or March CPI, depending on the approved methodology when each district/annexation was formed. For the districts/annexations that are increased based on the February CPI, the maximum assessment rates are increased by 3.36%. For the districts/annexations that are increased based on the March CPI, the maximum assessment rates are increased by 4.03%. The total proposed assessment for all districts combined is approximately $7,403,300.

For the Park Maintenance and Recreation Improvement District, the Fiscal Year 2024-2025 assessment inflator is 3%, and the total proposed assessment for the district is approximately $3,163,700.

For Streetlight Maintenance Assessment Districts and Annexations, the Fiscal Year 2024-2025 assessment inflator is 3.36%, and the total proposed assessment for all districts is approximately $4,878,000.

STRATEGIC PLAN

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

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

B. Establish healthy reserves for ongoing replacement and repair of capital assets while stabilizing annual spending.

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

ATTACHMENTS

Reso. No. CC 2024-036
Rpt Fiscal Year 2024-25 Combined Engineer's Report: Landscape Maintenance Assessment Districts and Annexations
Rpt Fiscal Year 2024-25 Engineer's Report: Park Maintenance and Recreation Improvement District
Rpt Fiscal Year 2024-25 Engineer's Report: Streetlight Maintenance Assessment Districts and Annexations

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2024-036

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE DECLARING ITS INTENTION TO CONTINUE ASSESSMENTS FOR FISCAL YEAR 2024-2025, PRELIMINARILY APPROVING THE ANNUAL ENGINEER'S REPORTS, AND PROVIDE NOTICE OF PUBLIC HEARING FOR THE CITY OF PALMDALE LANDSCAPE MAINTENANCE ASSESSMENT DISTRICTS AND ANNEXATIONS, PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT, AND STREETLIGHT MAINTENANCE ASSESSMENT DISTRICTS AND ANNEXATIONS

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 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); and

WHEREAS, NBS has been designated as the Engineer of Work for purposes of these proceedings (the "Engineer of Work") and ordered to prepare the Engineer's Reports in accordance with the Act and Article XIIID of the California Constitution; and

WHEREAS, the Engineer of Work has filed the Engineer's Reports (the "Reports") with the City Clerk, copies of which have been submitted to this City Council, which Reports containing the information required by the Act, including (a) a calculation of the portion of the services to be provided by the Districts that constitute a special benefit to the parcels in the Districts; (b) a methodology for assigning assessments to individual parcels; (c) a listing of each lot or parcel of property that would be subject to the proposed assessment, including public parcels; (d) the estimate of cost for the improvements; and (e) the amount of the proposed assessment for each lot or parcel for the Fiscal Year 2024-2025.

NOW, THEREFORE, BE IT RESOLVED, THE CITY COUNCIL OF THE CITY OF PALMDALE DOES HEREBY FIND, DETERMINE, RESOLVE AND ORDER AS FOLLOWS:

SECTION 1. The foregoing recitals are true and correct.

SECTION 2. This City Council intends to continue levying and collecting assessments within the Districts for Fiscal Year 2024-2025.

SECTION 3. The Reports, in the form on file with the City Clerk, are hereby received, filed, and preliminarily approved.

SECTION 4. The proposed improvements to be made in the Landscape Assessment Districts may be described as follows: the installation, maintenance, and servicing of ornamental structures, landscaping, including trees, shrubs, grass and other ornamental vegetation, and appurtenant facilities, including irrigation systems, drainage devices and drywells located in public places within the boundaries of the Districts. Maintenance means the furnishing of services and materials for the ordinary and usual maintenance operation of the ornamental structures, landscaping, and appurtenant facilities, including repair, removal, or replacement of all or part of any of the ornamental structures, landscaping or appurtenant facilities; providing for the life, growth, health, and beauty of the landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, and treating for disease or injury; the removal of trimmings, rubbish, debris, and other solid waste; and the cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti. Servicing means the furnishing of electricity for the lighting and operation of the ornamental structures, landscaping, and appurtenant facilities, water for the irrigation and control of the landscaping, and the maintenance of any of the ornamental structures, landscaping, and appurtenant facilities.

Within the Park District, the existing and proposed improvements to be undertaken 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, campsites 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. 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. 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. Servicing means furnishing electricity and water for the improvements.

Within the Streetlight Assessment Districts, the existing and proposed improvements to be undertaken may be 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 5. The general location and boundaries of the existing Districts are shown on maps on file in the office of the Director of Public Works, are incorporated herein by reference, and are open to public inspection.

The designation of the Landscape Assessment Districts is as follows:

District Nos. 1997-1, 2, 6, 7, 9, 10, 13, 14, 17, 19, 20, 23, 24, 24-1, 24-2, 24-3, 24-5, 25, 26, 28, 29, 31, 33, 35, 36, 41, 43, 46, 48, 49, 51, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 69, 70, 72, 73, 75, 76, 78, 80, 83, 84, 85, 86, 87, 88, 89, 93, 94, 96, 97, 98, 99, 100, 102, 105, 107, 110, 111, 114, 115, 116, 119, 120, 121, 122, 123, 125, 126, 127, 128, 129, 131, 133, 135, 136, 139, 140, 143, 144, 145, 146, 148, 151, 152, 153, 154, 156, 157, 160, 163, 165. 167, 168, 171, 175, 176, 177, 178, 179, 183, 188, 189, 190, 191, 192, 193, 195, 199, 203, 204, 206, 207, 213, 216, 220, 224;

District Nos. 1998-5, 11, 12, 15, 16, 21, 22, 30, 32, 37, 39, 40, 42, 52, 56, 68, 77, 92, 103, 109, 112, 137, 212, 214;

District Nos. 1999-106, 113, 138, 150, 182, 201, 202, 222, 233, 234;

District Nos. 2000-24-6, 44, 82, 219, 235;

District Nos. 2001-236, 237, 238;

District Nos. 2002-141, 239, 240, 242, 243, 244, 251, 252, 253, 254, 255, 256;

District Nos. 2003-197, 245, 246, 259, 260;

District Nos. 2004-180, 221, 241, 247, 248, 257, 261, 262, 264, 265, 266, 267, 268, 271, 272, 274, 276, 277, 900;

District Nos. 2005-159, 184, 217, 256-01, 263, 272-01, 273, 275, 278, 279, 281, 282, 283, 286, 287, 289, 292, 293, 296, 299;

District Nos. 2006-173, 272-02, 292-01, 294, 295, 297, 298, 301, 302, 314, 315, 901;

District Nos. 2007-304, 312, 313, 316, 318, 319, 320;

District Nos. 2014-321 and 322;

The designation of the Park District is as follows: Park Maintenance and Recreation Improvement District;

The designation of the Streetlight Assessment Districts is as follows:

District No. 1, located throughout the City includes Annexation Nos. 001; 003 through 007; 009; 011; 013 through 080; 082 through 092; 095 through 097; 099 through 111; 113 through 117; 119 through 132; 134 through 137; 139 through 141, 144 through 152, 154, 186 and 203.

District No. 2, located in the Anaverde Master Planned Community consists of 2 annexations, 800 and 801.

District No. 3, located in the Master Planned Community of Ritter Ranch consists of one annexation, 900.

District No. 4, located throughout the City includes Annexation Nos. 155 through 170, 172 through 175, 178, 180, 184, and 193.

District No. 5, located throughout the City, includes one district, No. 91616, which was previously covered under the Los Angeles County Lighting Maintenance District No. 1616. LA County administered the streetlight assessments and managed the streetlight improvements up to Fiscal Year 2013-2014. Starting Fiscal Year 2014-2015, the City of Palmdale took over these functions from the County.

SECTION 6. The reports are hereby referred to for a full and detailed description of the improvements, the boundaries of the Districts, and the assessments upon assessable lots and parcels of land within the Districts.

SECTION 7. The assessments for the Landscape Assessment Districts are subject to an annual adjustment tied to the annual change in the Consumer Price Index ("CPI") for the Los Angeles Area as of February or March of each succeeding year. The change in the CPI from February 2023 to February 2024 was 3.36%. The change in the CPI from March 2023 to March 2024 was 4.03%. Therefore, for Fiscal Year 2024-2025, the maximum authorized assessment rates, which are based on the February CPI are the previous year's maximum authorized assessment rate for each District increased by 3.36%. The maximum authorized assessment rates, which are based on the March CPI, are the previous year's maximum authorized assessment rate for each District increased by 4.03%. The amount of the assessment proposed does not exceed the authorized amount.

The assessment for the Park District is subject to an annual adjustment tied to the annual change in the CPI for the Los Angeles Area as of January of each

succeeding year, with the maximum annual adjustment not to exceed 3%. Any change in the CPI over 3% shall be cumulatively reserved as the “Unused CPI” and shall be used to increase the maximum authorized assessment rate in years in which the CPI is less than 3%. The maximum authorized assessment rate is equal to the maximum assessment rate in the first fiscal year the assessment was levied and adjusted annually by the minimum of (a) 3% or (b) the change in the CPI plus any Unused CPI as described above. The change in the CPI from January 2023 to January 2024 was 2.53%. Therefore, the maximum authorized assessment rate for Fiscal Year 2024-2025 is increased by 3%. The amount of the assessment proposed does not exceed the authorized amount.

The assessments for the Streetlight Assessment Districts are subject to an annual adjustment tied to the annual change in the CPI for the Los Angeles Area as of February of each succeeding year. The change in the CPI from February 2023 to February 2024 was 3.36%; therefore, for Fiscal Year 2024-2025, the maximum authorized assessment rates are the previous year's maximum authorized assessment rate for each District increased by 3.36%. District No. 1, Annexation Nos. 186 and 203, include a maximum annual adjustment not to exceed 3%; therefore, the maximum authorized assessment rates for Fiscal Year 2024-2025 are increased by 3%. The assessment amount proposed for all Streetlight Assessment Districts does not exceed the authorized amount.

SECTION 8. The City Council shall hold a public hearing concerning the proposed assessments for the Districts on July 10, 2024 at 5:00 p.m., or as soon thereafter as the matter may be heard, in the City Council Chambers located at 38300 Sierra Highway, Suite B, Palmdale, California, in accordance with Chapter 3, Section 22626 of the Act.

SECTION 9. The City Clerk is hereby authorized and directed to cause a notice of the hearing for the continuation of the assessments for the Districts to be given by publishing a notice once, at least ten (10) days before the date of the hearing above specified, in a newspaper circulated in the Districts.

SECTION 10. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED and **ADOPTED** this 5th day of June, 2024.

Approved as to form:

_____
William P. Curley, III,
City Attorney

_____
Austin Bishop, Mayor

ATTEST:

_____
Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 5th day of June, 2024 by the following roll call vote:

AYES: _____

NOES: _____

ABSTAIN: _____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

CITY OF PALMDALE

Fiscal Year 2024/25 Combined Engineer's Report For:

Landscape Maintenance Assessment Districts and Annexations

May 2024

Prepared by:

NBS
helping communities fund tomorrow
nbsgov.com

Corporate Headquarters
32605 Temecula Parkway, Suite 100
Temecula, CA 92592
Toll free: 800.676.7516

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1. ENGINEER'S LETTER

WHEREAS, the City Council of the City of Palmdale (the "City"), State of California, under the Landscaping and Lighting Act of 1972 (the "Act"), directed NBS to prepare and file the Combined Annual Engineer's Report for the Landscape Maintenance Assessment Districts and Annexations (the "Assessment Districts" or "Districts") for Fiscal Year 2024/25, in accordance with Article 4 of Chapter 1 of the Act and Article XIII D of the California Constitution. The report presents the plans and specifications describing the general nature, location and extent of the improvements to be maintained, an estimate of the costs of the administration, maintenance, operations and servicing of the improvements for Fiscal Year 2024/25, the diagram for the Assessment Districts, showing the area and properties to be assessed, and assessing the net amount upon the assessable lots and/or parcels within the Assessment Districts in proportion to the special benefit received.

NOW THEREFORE, the assessments as detailed in this Engineer's Report and as summarized in the table below are made to cover the portion of the estimated costs of maintenance, operation and servicing of said improvements to be paid by the assessable real property within the Assessment Districts in proportion to the special benefit received.

District	Parcel Count(1)	Total EDUs(2)	Proposed FY 2024/25 Assessment Amount
Landscape Maintenance Assessment Districts and Annexations(3)	28,791	27,609.09	$7,403,282.72

(1) Includes parcels levied and active parcels not yet subject to the assessment.
(2) Includes only EDUs for districts which are levied in Fiscal Year 2024/25.
(3) A list of the Assessment Districts and annexations containing the total proposed Fiscal Year 2024/25 assessments, the number of parcels assessed and assessment rate are detailed in Section 8 of this Engineer's Report.

I, the undersigned, respectfully submit this Engineer's Report and, to the best of my knowledge, information and belief, the Engineer's Report, Assessments, and the Assessment Diagram herein have been prepared, computed and levied in accordance with the assessment methodology adopted, approved and ordered by the City Council of the City of Palmdale at the time of each District formation.

_____

John G. Egan, P. E.
Assessment Engineer

2. INTRODUCTION

2.1 Background

The City provides maintenance and servicing of certain publicly owned landscaped areas and detention basins throughout the City. In order to fund the maintenance of these landscaping projects and improvements, the City has formed 251 Landscape Maintenance Assessment Districts and Annexations with approximately 29,000 parcels. The Assessment Districts have been formed and the assessment levies have been made pursuant to Part 2 of Division 15 of the California Streets and Highways Code, commonly known as the Landscape and Lighting Act of 1972, and Article XIII D of the California Constitution (the "Article XIII D").

2.2 Assessment District Inventory

Currently there are 246 existing Assessment Districts covering approximately 29,000 parcels. This Engineer's Report covers the 246 existing Assessment Districts. The City currently maintains landscape for only 234 Assessment Districts, encompassing about 27,250 parcels, and over 217 acres of landscaping located throughout the City. Although some Assessment Districts have been formed, the local improvements have not yet been installed and the City has not taken over the maintenance of their landscaping. Most of the Assessment Districts are comprised of residential parcels, both single-family and multi-family, with the exception of a few commercial developments.[1]

A complete list of the Assessment Districts including the number of parcels and the area of landscaping maintained is included in Sections 7 and 8 of this Engineer's Report. In addition to the existing 246 Assessment Districts, there are several developments throughout the City that were covered under the original district, prior to 1996, and are not included within the existing 246 Assessment Districts. The developments and reason for their exclusion are as follows:

- There are 20 developments within the City that were originally maintained by the City. These 20 developments failed to receive voter approval in 1996 and, therefore, are no longer maintained by the City;
- There are 23 developments within the City, which have no landscaping improvements and are, therefore, not maintained by the City; and
- There are 10 developments within the City, which have been combined with other developments when the Assessment Districts were approved.

The designation of the existing Assessment Districts is as follows:

Assessment District Nos. 1997-1, 2, 6, 7, 9, 10, 13, 14, 17, 19, 20, 23, 24, 24-1, 24-2, 24-3, 24-5, 25, 26, 28, 29, 31, 33, 35, 36, 41, 43, 46, 48, 49, 51, 58, 59, 60, 61, 62, 63, 64, 65, 66, 67, 69, 70, 72, 73, 75, 76, 78, 80, 83, 84, 85, 86, 87, 88, 89, 93, 94, 96, 97, 98, 99, 100, 102, 105, 107, 110, 111, 114, 115, 116, 119, 120, 121, 122, 123, 125, 126, 127, 128, 129, 131, 133, 135, 136, 139, 140, 143, 144, 145, 146, 148, 151, 152, 153,

[1] *As detailed in the Annual Engineer's Report, City of Palmdale, Landscape Maintenance Assessment Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

154, 156, 157, 160, 163, 165. 167, 168, 171, 175, 176, 177, 178, 179, 183, 188, 189, 190, 191, 192, 193, 195, 199, 203, 204, 206, 207, 213, 216, 220, and 224;

Assessment District Nos. 1998-5, 11, 12, 15, 16, 21, 22, 30, 32, 37, 39, 40, 42, 52, 56, 68, 77, 92, 103, 109, 112, 137, 212, and 214;

Assessment District Nos. 1999-106, 113, 138, 150, 182, 201, 202, 222, 233, and 234;

Assessment District Nos. 2000-24-6, 44, 82, 219, and 235;

Assessment District Nos. 2001-236, 237, and 238;

Assessment District Nos. 2002-141, 239, 240, 242, 243, 244, 251, 252, 253, 254, 255, and 256;

Assessment District Nos. 2003-197, 245, 246, 259, and 260;

Assessment District Nos. 2004-180, 221, 241, 247, 248, 257, 261, 262, 264, 265, 266, 267, 268, 271, 272, 274, 276, 277, and 900;

Assessment District Nos. 2005-159, 184, 217, 256-01, 263, 272-01, 273, 275, 278, 279, 281, 282, 283, 286, 287, 289, 292, 293, 296, and 299;

Assessment District Nos. 2006-173, 272-02, 292-01, 294, 295, 297, 298, 301, 302, 314, 315, and 901;

Assessment District Nos. 2007-304, 312, 313, 316, 318, 319, and 320;

Assessment District Nos. 2014-321 and 2014-322; and

Assessment District Nos. 2020-290 and 2020-324. For details of the assessments, refer to the annexation Engineer's Report approved on January 12, 2022 and the amended on May 4, 2022 for Assessment District No. 2020-290. Refer to the annexation Engineer's Report approved on November 3, 2021 for Assessment District No. 2020-324.

2.3 District Changes

The following information highlights certain Assessment Districts that have had modifications from their original formation or require individual budgetary attention.[2]

Annexation 97-24-5B is assessed under Annexation 97-24-5.

Beginning with Fiscal Year 2001/02, the landscaping within Assessment District No. 140, located on the southeast corner of 60th Street West and Avenue N-4, is maintained by Assessment District No. 140's homeowner's association (HOA). For Fiscal Year 2001/02, Assessment District No. 140's assessment was lowered to $40 per parcel. Therefore, Assessment District No. 140's annual assessments only include administrative costs to provide compliance monitoring for maintenance standards and quality.

Beginning with Fiscal Year 2006/07, the landscaping within Assessment District No. 251, located south of Avenue N on the west side of 50th Street West and Assessment District No. 2004-900, will be maintained by each Assessment District's respective HOA. For Fiscal Year 2009/10, Assessment District No. 251's assessment rate was lowered to $47.46 per parcel. Therefore, Assessment District No. 251's annual

[2] *As detailed in the Annual Engineer's Report, City of Palmdale, Landscape Maintenance Assessment Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

assessments only include administrative costs to provide compliance monitoring for maintenance standards and quality.

The following Assessment Districts are commercial development and the assessments are calculated based on acreage (see the Method of Assessment section of this Engineer's Report):

1. Assessment District No. 152, located between Avenue O-8 and Avenue P, east of 15th Street West and west of the Antelope Valley Freeway;
2. Assessment District No. 154, located on the northwest corner of Avenue N and 10th Street West; and
3. Assessment District No. 195, located on the northeast corner of Avenue Q and 5th Street West.

Assessment District No. 80 is a mobile home district that is located on Rancho Vista Boulevard and approximately Avenue N-8. The assessments are calculated based on acreage (see the Method of Assessment section of this Engineer's Report).

Beginning with Fiscal Year 2001/02, Assessment District Nos. 115 and 192 received a decrease in their per parcel assessment. This was due to the removal of drainage facilities and the elimination of the maintenance associated with those facilities.

Beginning Fiscal Year 2006/07, for Assessment District No. 256, Annexation No. 01, there was one additional parcel added to the southeast corner of Tract No. 52490. This parcel was added at the request of the property owner.

Beginning with Fiscal Year 2008/09, in Assessment District No. 268 only developed parcels will be assessed in Phase 1 and 2 and a portion of Phases 3, 4, and 5. Only a portion of the landscape improvements were installed and accepted for maintenance.

All parcels included within Assessment District Nos. 292 and 292-01 are combined and identified under Assessment District No. 292. Beginning with Fiscal Year 2009/10, the assessments for Assessment District Nos. 292 and 292-01 has been amended to $539.88. Assessment District No. 292 is to have no assessment for either the multipurpose trail along 70th Street West or the offsite flood control basin at the southwest corner of 65th Street West and Avenue M.

For Fiscal Year 2009/10 Assessment District No. 297 was credited $20,419.71 and no further assessments were levied. No landscape improvements were constructed and Tentative Tract Map 61610, for which Assessment District No. 297 was formed, has expired and no property entitlement exists on the property anymore.

Beginning with Fiscal Year 2011/12, Assessment District No. 900 shall not be levied an assessment as the City does not maintain the local improvements.

Assessment District No. 2004-277 has been dissolved as of April 6, 2016. The HOA will undertake the maintenance of all improvements and services beginning Fiscal Year 2016/17.

The City does not assess Assessment District Nos. 2005-297, 2006-173, 2006-302, 2007-312, 2007-313, 2007-316, 2007-318, 2007-319, 2007-320, 2014-321, 2014-322, and 2006-901 because the landscaping has not been completed or accepted for maintenance. For Fiscal Year 2024/25, these Assessment Districts will receive a credit towards their assessment resulting in a zero assessment.

The annexation Engineer's Report was approved for Assessment District No. 2020-290 on January 12, 2022 and a reduction of the rate was subsequently approved with the Amended Engineer's Report on May 4, 2022.

Beginning in Fiscal Year 2024/25, the maximum assessment rates for the following districts were adjusted down based on the results of a district wide financial review and evaluation: 1998-11, 1997-24-5, 1998-32, 1997-65, and 2005-217.

2.4 Process for Annual Assessment

As required by the procedures specified in the Act, an Engineer's Report must be prepared on an annual basis which contains a full and detailed description of the improvements, the boundaries of the assessment district and any zones therein, and the proposed assessments upon assessable lots and parcels of land within the assessment district.

The City Council must also annually adopt a resolution of intention which:

- Declares the intention of the City Council to levy and collect assessments within the assessment district for the fiscal year stated therein.
- Generally describes the existing and proposed improvements and any substantial changes proposed to be made in existing improvements.
- Refers to the assessment district by its distinctive designation and indicates the general location of the assessment district.
- Refers to the report of the engineer, on file with the City Clerk, for a full and detailed description of the improvements, the boundaries of the assessment district and any zones therein, and the proposed assessments upon assessable lots and parcels of land within the assessment district.
- Gives notice of the time and place for public hearing by the City Council on the levy of the proposed assessment.
- States whether the assessment is proposed to increase from the previous year.

If the assessments are to be levied in the same or lesser amounts than the maximum assessment allowed, the City Clerk shall give notice of the public hearing by causing the resolution of intention to be published. Any interested person may, prior to the conclusion of the public hearing, file a written protest which shall state all grounds of objection. The protest shall contain a description sufficient to identify the property owned by the property owner filing the protest. During the course or upon conclusion of the hearing, the City Council may order changes in any of the matters provided in the report, including changes in the improvements, any zones within the assessment district, and the proposed diagram or the proposed assessment. If the assessment to be levied exceeds the maximum assessment allowed, the City must comply with the procedures specified in Article XIII D and Proposition 218.

The City Council, upon conclusion of the public hearing must then adopt a resolution confirming the diagram and assessment, either as originally proposed or as changed by it. The adoption of the resolution shall constitute the levy of an assessment for the fiscal year referred to in the assessment. If confirmed, the assessments would be submitted to the County Auditor Controller for inclusion on the property tax roll.

2.5 Legislative Context

In 1996, California Voters adopted Proposition 218, the "Right to Vote on Taxes Act" which added Articles XIII C and XIII D to the California Constitution. Article XIII D imposes certain substantive and procedural requirements on any agency that wishes to levy special assessments.

Article XIII D imposes four basic substantive requirements on assessments[3]:

- All parcels that will have a special benefit conferred upon them and upon which an assessment will be imposed must be identified;
- The general benefits must be distinguished from the special benefits conferred on the parcels;
- The proportionate special benefit derived by each parcel must be determined in relationship to the entirety of the capital improvement, the maintenance and operation expenses of the public improvement, or the cost of the property related service being provided; and
- The amount assessed to a parcel must not exceed the reasonable cost of the proportional special benefit conferred on that parcel and does not include any costs attributable to the general benefit.

Since the initial passage of Proposition 218, several court rulings have helped provide context and direction on the practical implementation procedures and requirements for levying assessments. Several of the key concepts from these rulings are summarized below.

GENERAL BENEFIT

Article XIII D requires an agency to separate the general benefits from the special benefits conferred because only special benefits are assessable.

The Court of Appeal in *Golden Hills Neighborhood Assn., Inc. v. City of San Diego* (2011) (*Golden Hills*)[4] clarified this concept by stating, "*Separation and quantification of general and special benefits must be accomplished by apportioning the cost of a service or improvement between the two and assessing property owners only for the portion of the cost representing special benefits*."

The Court of Appeal in *Beutz v. County of Riverside* (2010) (*Beutz*)[5] quoted from the Legislative Analyst's Office pamphlet titled "Understanding Proposition 218" which states an agency must, "*estimate the amount of special benefit landowners would receive from the project or service, as well as the amount of 'general benefit.' This step is needed because Proposition 218 allows local government to recoup from assessments only the proportionate share of cost to provide the special benefit.*"

The Court in *Beutz* furthered this idea stating, "*Separating the general from the special benefits of a public improvement project and estimating the quantity of each in relation to the other is essential if an assessment is to be limited to the special benefits*."

The Court of Appeal in *Silicon Valley Taxpayers' Association Incorporated v. Santa Clara County Open Space Authority* (2008) (*SVTA*)[6] clarified that general benefits are not restricted to benefits conferred only on persons and property outside the assessment district but can include benefits both conferred on real

[3] *California Constitution Article XIII D Section 4.*
[4] *Golden Hill Neighborhood Assn. v. City of San Diego CA4/1, D062203 (Cal. Ct. App. 2013)*
[5] *Beutz v. County of Riverside, 109 Cal. Rptr. 3d 851 (Cal. Ct. App. 2010)*
[6] *Silicon Valley Taxpayers' Association Incorporated v. Santa Clara County Open Space Authority, 44 Cal. 4th 431 (2008).*

property located in the district or to the public at large. The "public at large" includes all members of the public, including those who live, work, and shop within the district, and not simply transient visitors.

BENEFIT-BASED NOT COST-BASED

In *Bonander v. Town of Tiburon* (2009) (*Tiburon)*[7], the Court of Appeal clarified the idea that assessments must be apportioned based upon benefit rather than cost. The Court stated, "*Proportionate special benefit is the basis upon which a project's total assessable costs are apportioned among parcels within an assessment district.*"

The assessment on a particular property cannot be based on the relative cost of the improvements, but rather the special benefit conferred on such property. The Court in *Tiburon* also stated, "*an assessment represents the entirety of the cost of the improvement or property-related service, less any amount attributable to general benefits (which may not be assessed), allocated to individual properties in proportion to the relative special benefit conferred on the property*."

PUBLIC PROPERTY

Section 4, Subdivision (a) of Article XIII D states, in part, "*Parcels within a district that are owned or used by any agency, the State of California or the United States shall not be exempt from assessment unless the agency can demonstrate by clear and convincing evidence that those publicly owned parcels in fact receive no special benefit.*" Historically there had been differing opinions about whether this requirement that publicly owned property should not be exempt actually meant those properties must be assessed.

The Court of Appeal in *Manteca Unified School District v. Reclamation District No. 17 et al* (2017) *(Manteca)*[8] clarified this issue by stating, *"section 4, subdivision (a) of article XIII D of the California Constitution unambiguously conditions any continuing benefit assessment exemption on a showing by clear and convincing evidence of no special benefit.*"

IMPRECISION

The Court in *Tiburon* acknowledged the difficulty of trying to precisely assign and measure special benefit, stating, "*Any attempt to classify special benefits conferred on particular properties and to assign relative weights to those benefits will necessarily involve some degree of imprecision.*"

The Court in *Tiburon* went on to say that a formula assigning equal weight to different special benefits *"may be a legally justifiable approach to measuring and apportioning special benefits,* [but] *it is not necessarily the only valid approach. Whichever approach is taken to measuring and apportioning special benefits, however, it must be both defensible and consistently applied*."

[7] *Bonander v. Town of Tiburon, 147 Cal. App. 4th 1116 (Cal. Ct. App. 2007)*
[8] *Manteca Unified School District v. Reclamation District No. 17 et al, C077906 (Cal. Ct. App. 2017)*

3. PLANS AND SPECIFICATIONS

The work and improvements proposed to be undertaken by the City and the cost thereof paid from the levy of the annual assessment provide special benefit to assessor parcels within the Assessment Districts defined in the Method of Assessment herein. Consistent with the Act, the improvements are generally described as follows:

The installation, maintenance and servicing of ornamental structures, landscaping, including trees, shrubs, grass, and other ornamental vegetation, and appurtenant facilities, including irrigation systems, drainage devices, and drywells located in public places within the boundaries of the Assessment Districts.

“Maintenance” means the furnishing of services and materials for the ordinary and usual maintenance, operation, and servicing of any improvement, including: repair, removal, or replacement of all or part of any improvement; providing for the life, growth, health, and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury; the removal of trimmings, rubbish, debris, and other solid waste; the cleaning, sandblasting, and painting of walls and other improvements to remove or cover graffiti.

“Servicing” means the furnishing of electricity for the lighting and operation of any ornamental structures, landscaping, and appurtenant facilities; water for the irrigation and control of the landscaping, and the maintenance of any of the ornamental structures, landscaping and appurtenant facilities.

Improvements: Article XIII D of the California Constitution defines "maintenance and operation expenses" as "the cost of rent, repair, replacement, rehabilitation, fuel, power, electrical current, care and supervision necessary to properly operate and maintain a permanent public improvement" (hereinafter referred to as the "improvements"). The Assessment District's funding includes, but is not limited to, the removal, repair, replacement and appurtenances, electrical energy, supplies, engineering and incidental costs relating to the maintenance and operation of the landscape improvements benefiting the Assessment Districts’ parcels.[9]

Plans and Specifications for the improvements for the Assessment Districts are voluminous and are not bound in this report but by this reference are incorporated and made a part of this Engineer’s Report. The Plans and Specifications are on file in the office of the Director of Public Works where they are available for public inspection.

[9] *As detailed in the Annual Engineer’s Report, City of Palmdale, Landscape Maintenance Assessment Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

4. ESTIMATE OF COSTS

Fiscal Year 2024/25 estimated costs of maintenance and servicing the improvements as described in the Plans and Specifications of this Engineer's Report are summarized below. The full itemized budget for the Assessment Districts is voluminous and is not bound in this Engineer's Report but by reference is incorporated and made a part of this Engineer's Report. The itemized budget is on file in the Department of Public Works, where it is available for public inspection. The tables below show the budget summary for the Assessment Districts.

Combined Landscape Maintenance Assessment District Budget Fund and Budget Summary, Fiscal Year 2024/25	
Description	**Proposed FY 2024/25 Costs**
Direct Maintenance Costs	$7,679,000
Utility Costs	1,098,000
Administration Costs	81,600
Capital Expenses	567,240
Estimated Expenditures	**$9,425,840**
Contributions from Other Sources (1)	(2,022,557)
Fiscal Year 2024/25 Net Amount to be Assessed	**$7,403,283**

(1) Includes City general fund contributions, developer contributions, and other sources.

A list of the Assessment Districts containing the Fiscal Year 2024/25 assessment, number of parcels proposed to be assessed, and the assessment rate per EDU is included in Section 8 of this Engineer's Report.

The following cost descriptions apply to the budget:

DIRECT MAINTENANCE COSTS

Maintenance Costs. Labor, Material, and Equipment - Includes labor, material, and equipment required to properly maintain and service the ornamental structures, landscaping, and appurtenant facilities within the Assessment Districts, including the maintenance and servicing of drywells, fencing, entry monuments, and drainage facilities. Improvements within the Assessment Districts will be maintained and serviced on a regular basis. City staff will determine the frequency and specific maintenance operations required; but generally, the operations will occur weekly.

Renovation. Repairs that are unforeseen and not normally included in the yearly maintenance cost. This may include repair of damage due to vandalism, storms, and frost. Planned upgrades of the improvements that provide a direct benefit to the Assessment Districts could also be included in renovation costs. Examples of upgrades are replacing plant materials and/or renovating irrigation systems.[10]

[10] *Costs descriptions from the Annual Engineer's Report, City of Palmdale, Landscape Maintenance Assessments Districts and Annexations, Fiscal year 2020/21 dated April 2020.*

UTILITY COSTS

Water. The furnishing of water required for the irrigation of the landscaping and the maintenance of the ornamental structures and appurtenant facilities.

Gas and Electric. The furnishing of electricity and gas required for the operation of the ornamental structures, landscaping and appurtenant facilities.

OTHER COSTS

Personnel/Overhead. The cost of City staff for providing the coordination for maintenance and servicing, responding to public concerns, and levying and collecting assessments. This includes reimbursement for time spent by Finance and Accounting, the City Attorney, the City Manager, and the Public Works staff.

Consultants. The cost of contracting with professionals to provide services specific to the levy and annual administration.

Professional Fees. These are the costs of contracting with professionals for annual certification of irrigation backflow devices and for professionals to provide any additional administrative or engineering services specific to the Assessment Districts, such as the cost to prepare and mail notices of the public hearing, or preparation of assessment diagrams.

County Administration Fees. The costs charged by the County to place the assessments on the property tax rolls.

5. METHOD OF APPORTIONMENT

The following section of includes an explanation of the benefits to be derived from the installation, maintenance and servicing of the improvements throughout each Assessment District, as well as a description of the assessment methodology used to apportion the total assessment to properties within each Assessment District (with the exception of Assessment District Nos. 2020-290 and 2020-324).

The method of apportionment and description of benefit for Assessment District No. 2020-290 is detailed in the Amended Engineer's Report approved on May 4, 2022 (including the reduction of the rate). The method of apportionment and description of benefit for Assessment District No. 2020-324 is detailed in the annexation Engineer's Report approved on November 3, 2021.

For all other Assessment Districts, previous annual Engineer's Reports were prepared by a different engineer of record and specific language from the prior year's Engineer's Report [11] ***has been referenced to describe the Method of Apportionment within the following section of this report.*** [12]

The Assessment Districts consist of all assessor parcels within the boundaries as defined by the Assessment Diagram included with this report. Further, all assessor parcels, including all privately and publicly owned parcels, are identified by Assessor Parcel Numbers listed within the included levy roll. The method used for apportioning the assessment is based on the proportional special benefits to be derived by the properties in the Assessment Districts over and above general benefits conferred on real property or to the public at large.

The apportionment of special benefit is a two-step process: the first step is to identify the types of special benefit arising from the improvements, and the second step is to allocate the assessments to property based on the estimated relative special benefit for each type of property.

5.1 Special Benefit

The improvements are expected to confer certain special benefits to the parcels within each Assessment District. Pursuant to the Prior Engineer's Report, the special benefit conferred to parcels is more fully described as follows:

> *Each and every parcel within each Assessment District receives a particular and distinct benefit from the improvements over and above general benefits conferred by the improvements.*
>
> *First, all of the improvements were conditions of approval for the creation or development of the parcels. In order to create or develop the parcels, the City required the original developer to install, and guarantee the maintenance of, landscaping, ornamental structures, and appurtenant facilities to serve the parcels. Therefore, each*

[11] *Method of Apportionment and subsections as detailed in the Annual Engineer's Report, City of Palmdale, Landscape Maintenance Assessment Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020 ("Prior Engineer's Report").*

[12] *Method of Apportionment and subsections as detailed in the Annual Engineer's Report, City of Palmdale, Landscape Maintenance Assessment Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

and every parcel within the Assessment Districts could not have been developed in the absence of the installation and promised maintenance of these facilities.

In addition, the improvements continue to confer a particular and distinct special benefit upon parcels within the Assessment Districts because of the nature of the improvements. The proper maintenance of landscaping and appurtenant facilities specially benefit parcels within the Assessment Districts by moderating temperatures, providing oxygenation, attenuating noise from adjacent streets and controlling dust for those properties in close proximity to the landscaping, thereby enhancing the environmental quality of the parcels and making them more desirable. Properly maintained landscaping also deters erosion of slopes and thereby minimizes the risk of instability and the potential destruction of property within the Assessment Districts. The spraying and treating of landscaping for disease reduces the likelihood of insect infestation and other diseases spreading to landscaping located throughout the properties within the Assessment Districts. The proper maintenance of the landscaping, ornamental structures, and appurtenant facilities reduces property-related crimes (especially vandalism) against properties in the Assessment Districts through the abatement of graffiti and the screening of properties within the Assessment Districts from arterial streets.

Finally, the proper maintenance of landscaping and ornamental structures improves the attractiveness of the properties within the Assessment Districts and provides a positive visual experience each and every time a trip is made to or from the property. The above-mentioned benefits contribute to the specific enhancement of the property values of each of the parcels within the Districts.

The *SVTA* decision provides enhanced clarity to the definitions of special benefits from landscaping and parks to properties in three distinct areas: proximity, expanded or improved access, and views. The *SVTA* decision also clarifies that a special benefit is a service or improvement that provides a direct advantage to a parcel and that indirect or derivative advantages resulting from the overall public benefits from a service or improvement are general benefits. The *SVTA* decision also provides specific guidance that setback landscaping is a direct advantage and special benefit to property that is proximate to a landscaped area that is improved by an assessment:

> *The characterization of a benefit may depend on whether the parcel receives a direct advantage from the improvement (e.g. proximity to a park) or receives an indirect, derivative advantage resulting from the overall public benefits of the improvement (e.g. general enhancement of the district's property values).*

Proximity, improved access and views, in addition to the other special benefits listed herein further strengthen the basis of these assessments.

5.2 Quantification of General Benefit

Although the analysis used to support these assessments concludes that the benefits are solely special, as described above, consideration is made for the suggestion that a portion of the benefits are general. General benefits cannot be funded by these assessments – the funding must come from other sources.

The maintenance and servicing of these improvements is also partially funded, directly and indirectly from other sources including the City, Los Angeles County, and the State of California. This funding comes in the form of grants, development fees, special programs, and general funds, as well as direct maintenance and servicing of facilities (e.g. curbs, gutters, streets, drainage systems, etc.). This funding from other sources more than compensates for general benefits, if any, received by the properties within the Assessment Districts.

STEP 1 – CALCULATION OF GENERAL BENEFIT

The general benefits from this assessment may be quantified as illustrated in the following table.

Calculation of General Benefit(1)

Benefit Factor	Relative Weight	General Benefit Contribution	Relative General Benefit
Extension of landscaped area	2	10%	0.2
Proximity to improved landscaping	2	10%	0.2
Access to improved landscaped areas	2	10%	0.2
Improved views	2	10%	0.2
Creation of individual lots for development or approval of building permits	92	0%	0
	100		0.2
		Total Calculated General Benefit =	**0.8%**

(1) Per the Prior Engineer's Report.

As a result, the City will contribute at least 0.8% of the total budget from sources other than the assessment. The following contribution offsets any general benefits from the assessment services.

STEP 2 – CALCULATE THE CURRENT GENERAL BENEFIT CONTRIBUTION FROM THE CITY

Pursuant to the Prior Engineer's Report, the overall general benefit contribution is the sum of the following components:

The City owns, maintains, rehabilitates and replaces curb and gutter along the border of the Assessment Districts' improvements. This curb and gutter serves to support, contain, retain, manage irrigation flow and growth, and provide a boundary for the improvements. The contribution from the City towards the general benefit from the maintenance, rehabilitation, and replacement of the curb and gutter is conservatively estimated to be 1%.

The City owns and maintains a storm drainage system along the border of the Assessment Districts' improvements. This system serves to prevent flooding and associated damage to the improvements, and manage urban runoff including local pollutants loading from the improvements. The contribution from the City towards general benefit from the maintenance, and operation of the local storm drainage system is conservatively estimated to be 1%.

The City owns and maintains local public streets along the border of the Assessment Districts' improvements. These public streets provide access to the improvements for its enjoyment as well as efficient maintenance. The contribution from the City towards general benefit from the maintenance of local public streets is conservatively estimated to be 1%.

The value of the construction of the improvements can be quantified and monetized as an annuity. Since this construction was performed and paid for by non-assessment funds, this “annuity” can be used to offset general benefit costs and is conservatively estimated to contribute 25%.

Therefore, the total general benefit is conservatively quantified at 0.8% which is more than offset by the total non-assessment contribution towards general benefit of 28%.

5.3 Method of Assessment

The development of an assessment methodology requires apportioning benefit to determine the relative special benefit for each property. The precise language from the Prior Engineer’s Report is included below:

> *In the single-family residential Assessment Districts, the parcels in the Assessment Districts receive the same special benefit from the improvements due to their similarity in size and use and their similar proximity to the improvements. Therefore, each parcel is assessed an equal amount.*
>
> *In the mobile home Assessment Districts, each mobile home unit receives an equal special benefit from the improvements. However, because each parcel within such Assessment District may have a different number of mobile home units, the assessment against each parcel varies depending on the potential number of units, which may be located on the parcel. Since the potential number of units on a parcel depends on the area of the parcel, the estimated cost of the improvements in a mobile home Assessment District has been divided among the parcels within the Assessment District according to the area of each parcel in the Assessment District.*
>
> *In the commercial Assessment Districts, the special benefit to each parcel is derived not only from the benefits to the property described above, but also the enhancement of the property's value through its ability to attract clients, employees and customers to the parcel. This benefit increases according to the size of the business and the number of people using the parcel, which in turn generally correlates to the area of the parcel. Therefore, the estimated cost of the improvements in a commercial District has been divided among the parcels within the District according to the area of each parcel in the District.*
>
> *Publicly owned parcels will be assessed the same as other parcels, except for publicly owned drainage basins. The publicly owned drainage basin parcels are undeveloped and are required to remain undeveloped in order to function as drainage basins. Therefore, the parcels receive none of the special benefits described above.*

5.4 Cost of Living Inflator

Annually, the maximum assessment rates for the Assessments Districts may be increased, based upon the Consumer Price Index, All Urban Consumers, for Los Angeles-Long Beach-Anaheim Area ("CPI"), as

determined by the United States Department of Labor, Bureau of Labor Statistics, or its successor[13]. Annually, the Assessment Engineer shall compute the percentage difference between the CPI for the most recent February or March and the CPI for the previous February or March and shall then adjust the current fiscal year maximum assessment rate by an amount not to exceed such CPI percentage change for the following fiscal year. Should the Bureau of Labor Statistics revise such index or discontinue the preparation of such index, the Assessment Engineer shall use the revised index or a comparable system as approved by the City Council for determining fluctuations in the cost of living.[14]

For Fiscal Year 2024/25, the Assessment Districts which are increased based on the increase of the February 2023 to February 2024 CPI, for All Urban Consumers in the Los Angeles-Long Beach- Anaheim Area, the maximum assessment rates are increased by 3.36%. The Assessment Districts which are increased based on the increase of the March 2023 to March 2024 CPI, for All Urban Consumers in the Los Angeles-Long Beach- Anaheim Area, the maximum assessment rates are increased by 4.03%.

The following tables show the applicable month of CPI data applied to calculate the maximum assessment rates for each of the Assessments Districts.

[13] *As detailed in the Annual Engineer's Report, City of Palmdale, Landscape Maintenance Assessment Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

[14] *From the Annual Engineer's Report, City of Palmdale, Landscape Maintenance Assessments Districts and Annexations, Fiscal year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

Assessment District	CPI Month	Assessment District	CPI Month	Assessment District	CPI Month
1	March	42	March	96	March
2	March	43	March	97	March
5	March	44	March	98	March
6	March	46	March	99	March
7	March	48	March	100	March
9	March	49	March	102	March
10	March	51	March	103	March
11	March	52	March	105	March
12	March	56	March	106	March
13	March	58	March	107	March
14	March	59	March	109	March
15	March	60	March	110	March
16	March	61	March	111	March
17	March	62	March	112	March
19	March	63	March	113	March
20	March	64	March	114	March
21	March	65	March	115	March
22	March	66	March	116	March
23	March	67	March	119	March
24	March	68	March	120	March
24-1	March	69	March	121	March
24-2	March	70	March	122	March
24-3	March	72	March	123	March
24-4	March	73	March	125	March
24-5	March	75	March	126	March
24-6	March	76	March	127	March
25	March	77	March	128	March
26	March	78	March	129	March
28	March	80	March	131	March
29	March	82	March	133	March
30	March	83	March	135	March
31	March	84	March	136	March
32	March	85	March	137	March
33	March	86	March	138	March
35	March	87	March	139	March
36	March	88	March	140	March
37	March	89	March	141	February
39	March	92	March	143	March
40	March	93	March	144	March
41	March	94	March	145	March

Assessment District	CPI Month
146	March
148	March
150	March
151	March
152	March
153	March
154	March
156	March
157	March
159	February
160	March
163	March
165	March
167	March
168	March
171	March
175	March
176	March
177	March
178	March
179	March
180	February
182	March
183	March
184	February
188	March
189	March
190	March
191	March
192	March
193	March
195	March
197	February
199	March
201	March
202	March
203	March
204	March
206	March
207	March

Assessment District	CPI Month
212	March
213	March
214	March
216	March
217	February
219	February
220	March
221	February
222	March
224	March
233	March
234	March
235	February
236	February
237	February
238	February
239	February
240	March
241	February
242	February
243	March
244	February
245	February
246	February
247	February
248	February
251	February
252	February
253	February
254	February
255	February
256	February
256-01	February
257	February
259	February
260	February
261	February
262	February
263	February
264	February

Assessment District	CPI Month
265	February
266	February
267	February
268	February
271	February
272	February
272-01	February
272-02	February
273	February
274	February
275	February
276	February
278	February
279	February
281	February
282	February
283	February
286	February
287	February
289	February
290	February
292	February
292-01	February
293	February
294	February
295	February
296	February
298	February
299	February
301	February
304	February
314	February
315	February
322	February
324	February

5.5 Fiscal Year 2024/25 Maximum Assessment Rates

The Fiscal Year 2024/25 maximum assessment rates for the Assessment Districts are included in Section 8 of this Engineer's Report.

5.6 Duration of Assessment

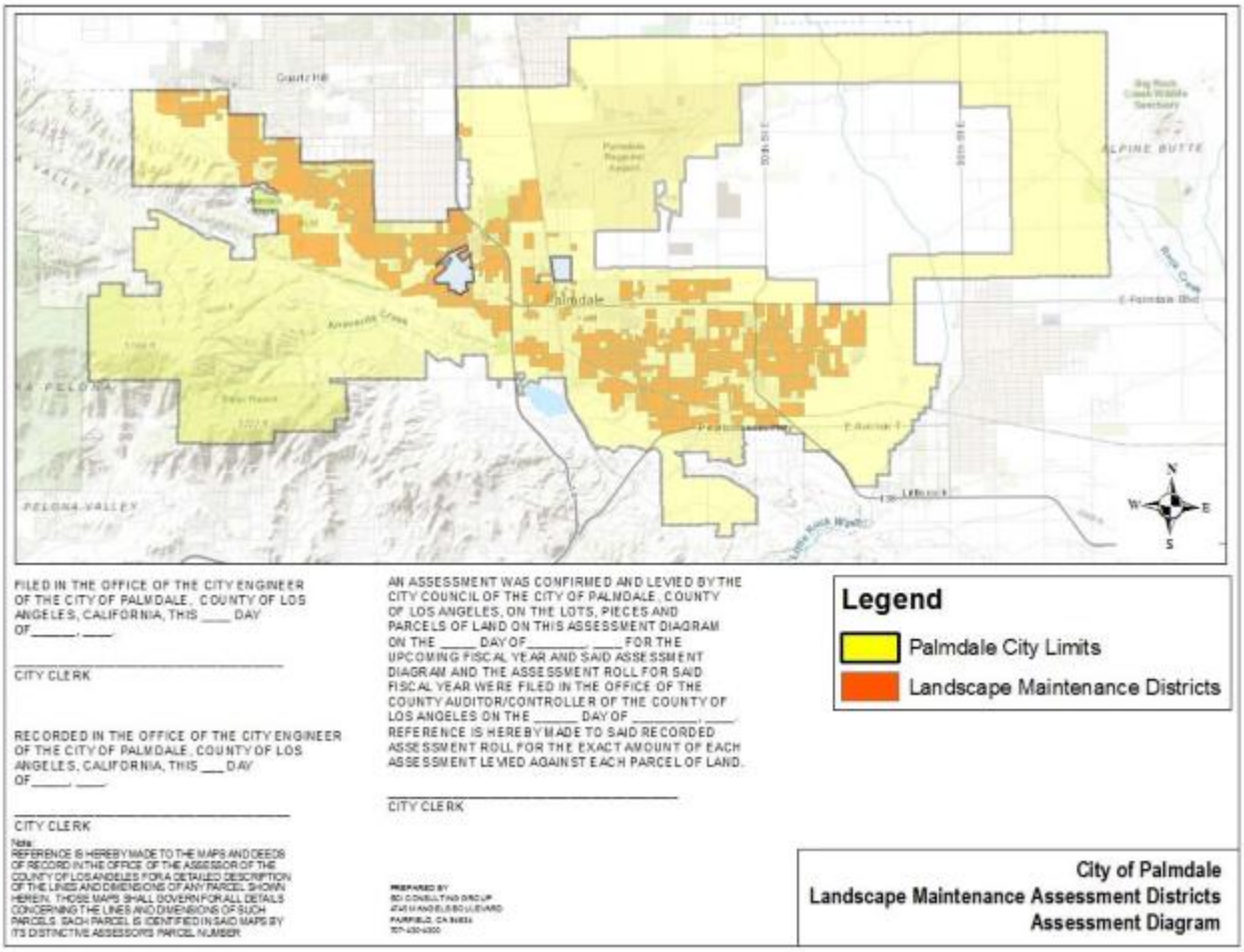
The Assessment Districts were formed or annexed in previous years. It is proposed that the assessments be continued every year after their formation or annexation, so long as the public improvements need to be maintained and improved, and the City requires funding for the improvements in each Assessment District. As noted previously, the assessment can continue to be levied annually after the City Council approves an annually updated Engineer's Report, budget for the assessment, improvements to be provided, and other specifics of the assessment. In addition, the City Council must hold an annual public hearing to continue the assessment.

5.7 Appeals and Interpretation

Any property owner who feels that the assessment levied on the subject property is in error, as a result of incorrect information being used to apply the foregoing method of assessment, may file a written appeal with the City of Palmdale Public Works Department. Any such appeal is limited to correction of an assessment during the then current fiscal year or, if before July 1, the upcoming fiscal year. Upon the filing of any such appeal, the City of Palmdale Public Works Engineer or his or her designee will promptly review the appeal and any information provided by the property owner. If the Public Works Engineer of the City of Palmdale or her or his designee finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been filed with the County for collection, the City of Palmdale Public Works Engineer or his or her designee is authorized to refund to the property owner the amount of any approved reduction. Any dispute over the decision of the City of Palmdale Public Works Engineer or her or his designee shall be referred to the Director of Public Works of the City of Palmdale, and the decision of the Director of Public Works of the City of Palmdale shall be final.

6. ASSESSMENT DIAGRAM

The boundaries of the Assessment Districts are displayed on the following Assessment Diagram. The lines and dimensions of each lot or parcel within the Assessment Districts are those lines and dimensions shown on the maps of the County Assessor of the County of Los Angeles, at the time this Engineer's Report was prepared, and are incorporated by reference herein and made part of this report.



7. LANDSCAPE MAINTENANCE DISTRICTS AREA MAINTAINED

The area of landscape maintained for each Assessment District is shown in the table below.

District[(1)]	FY Formed	Tract/ Parcel Map	Land Use	General Location	Total Streetscape (SF)	Total On-Site Basin LS (SF)	Total Area (SF)
1	97/98	33574	Res	Ave R-8 and 20th St East	831	2,907	3,738
2	97/98	35571	Res	Ave S and 35th St East	60,228	0	60,228
5	98/99	31585	Res	Tierra Subida	34,959	3,850	38,809
6	97/98	42989	Res	Ave R and 30th St East	4,224	0	4,224
7	97/98	42880	Res	Ave S and 15th St East	18,762	30,270	49,032
9	97/98	42405	Res	Ave S and 30th St East	30,217	0	30,217
10	97/98	36905	Res	Ave R-8 and 35th St East	2,204	11,901	14,105
11	98/99	37748	Res	Ave S and 15th St East	125,260	44,240	169,500
12	98/99	31130	Res	Ave S and 15th St East	44,199	13,095	57,294
13	97/98	43241	Res	Ave R-8 and 20th St East	640	0	640
14	97/98	44014	Res	Ave R-8 and 50th St West	1,590	0	1,590
15	98/99	42971	Res	Ave S and 25th St East	4,770	10,961	15,731
16	98/99	43325	Res	Ave S and 35th St East	21,109	44,240	65,349
17	97/98	43665	Res	Ave S and 30th St East	635	118,412	119,047
19	97/98	42956	Res	Ave R-8 and 20th St East	11,817	11,245	23,062
20	97/98	43687	Res	Rancho Vista Blvd and 15th St West	18,019	9,738	27,757
21	98/99	43306	Res	Ave R-8 and 25th St East	9,788	0	9,788
22	98/99	43065	Res	Ave R and 50th St East	3,185	60,000	63,185
23	97/98	43826	Res	Ave S and 20th St East	22,635	21,460	44,095
24	97/98	34296	Res	Rancho Vista Bl	228,509	221,499	450,008
24-1	97/98	46139	Res	Rancho Vista Bl	54,067	0	54,067
24-2	97/98	47932	Res	Rancho Vista Bl	41,975	19,680	61,655
24-3	97/98	46138	Res	Rancho Vista Bl	53,235	0	53,235
24-4					10,343	0	10,343
24-5	97/98-00/01	46136	Res	Rancho Vista Bl	18,475	6,844	25,319
24-5B	01/02	46136	Res	Rancho Vista Bl	0	0	See 24-5
24-6	00/01	52848	Res	Rancho Vista Bl	37,767	0	37,767
25	97/98	43324	Res	Ave R-8 and 20th St East	2,000	0	2,000
26	97/98	43031	Res	Ave R-8 and 25th St East	6,418	23,840	30,258
28	97/98	44244	Res	Rancho Vista Blvd and 15th St West	2,108	10,881	12,989
29	97/98	43892	Res	Ave S and 40th St East	4,761	0	4,761
30	98/99	44045	Res	Ave R-8 and 25th St East	8,594	7,888	16,482
31	97/98	43514	Res	Ave S and 40th St East	4,848	12,685	17,533
32	98/99	43312	Res	Ave R and Division	10,124	10,410	20,534
33	97/98	44528	Res	Ave S and 15th St East	30,157	6,270	36,427
35	97/98	43887	Res	Ave S and 25th St East	959	0	959
36	97/98	43024	Res	Ave R-8 and 25th St East	1,914	3,272	5,186
37	98/99	44165	Res	Ave R-8 and 20th St East	7,963	0	7,963
39	98/99	44256	Res	Ave R and 30th East	3,257	4,320	7,577
40	98/99	44221	Res	Tierra Subida	39,065	0	39,065
41	97/98	44713	Res	Rancho Vista Blvd and 20th St West	48,694	15,105	63,799
42	98/99	43356	Res	Ave R-8 and 20th St East	11,394	0	11,394
43	97/98	44184	Res	Ave S and 30th East	26,974	13,314	40,288
44	00/01	43814/43815	Res	Tierra Subida	17,604	7,166	24,770
46	97/98	29800	Res	Ave S and 25th St East	10,680	0	10,680
48	97/98	38007	Res	Ave R and 15th St East	0	13,962	13,962
49	97/98	44220	Res	Ave S and 15th St East	4,087	7,546	11,633
51	97/98	44140	Res	Ave R and 50th St East	7,785	0	7,785
52	98/99	32702	Res	Ave S and 15th St East	24,581	43,338	67,919
56	98/99	42884	Res	Ave R-8 and 45th St East	2,587	12,600	15,187
58	97/98	44909	Res	Ave R-8 and 45th St East	1,262	6,958	8,220
59	97/98	43310	Res	Ave R and 40th St East	13,146	15,072	28,218
60	97/98	45381	Res	Ave R-8 and 45th St East	13,384	8,000	21,384

District[1]	FY Formed	Tract/ Parcel Map	Land Use	General Location	Total Streetscape (SF)	Total On-Site Basin LS (SF)	Total Area (SF)
61	97/98	43692	Res	Rancho Vista Blvd and 15th St West	19,722	26,878	46,600
62	97/98	44101	Res	Ave M-8 and 55th St West	7,794	7,050	14,844
63	97/98	42338	Res	Ave N and 60th St West	42,430	34,016	76,446
64	97/98	32799	Res	Ave S and 35th St East	0	35,900	35,900
65	97/98	44251	Res	Ave R-8 and 50th St West	19,087	36,004	55,091
66	97/98	31495	Res	Ave S and 45th St East	127,413	0	127,413
67	97/98	44892	Res	Ave R-8 and 20th St East	7,305	10,606	17,911
68	98/99	44556	Res	Ave S and 40th St East	13,471	9,600	23,071
69	97/98	44915	Res	Ave S and 40th St East	6,442	6,078	12,520
70	97/98	45143	Res	Ave O and 30th St West	13,222	69,755	82,977
72	97/98	43536	Res	Ave R-8 and 50th St East	39,410	19,714	59,124
73	97/98	43719	Res	Ave M-8 and 70th St West	39,635	13,284	52,919
75	97/98	43564	Res	Ave S and 35th St East	17,494	6,440	23,934
76	97/98	43637	Res	Ave R-8 and 45th St East	1,123	16,771	17,894
77	98/99	43636	Res	Ave R-8 and 25th St East	1,492	7,995	9,487
78	97/98	44876	Res	Ave R-8 and 5th St East	33,418	42,054	75,472
80	97/98	PM 17435	MH	Rancho Vista Blvd	18,212	22,140	40,352
82	00/01	45045	Res	Ave R-8 and 25th St East	4,254	0	4,254
83	97/98	35564	Res	Ave R and 30th East	1,802	0	1,802
84	97/98	45263	Res	Ave R and 27th St East	4,484	9,663	14,147
85	97/98	45003	Res	Rancho Vista Blvd and 30th St West	60,997	104,174	165,171
86	97/98	45073	Res	Ave R and 50th St East	1,445	4,950	6,395
87	97/98	45273	Res	Pear Blossom Hwy and 30th East	62,590	37,934	100,524
88	97/98	45069	Res	Rancho Vista Blvd and 25th St West	17,723	6,630	24,353
89	97/98	45324	Res	Ave R and 40th St East	31,065	0	31,065
92	98/99	45507	Res	Ave S and 45th St East	6,011	3,500	9,511
93	97/98	43321	Res	Ave S and 35th East	867	3,600	4,467
94	97/98	45220	Res	Ave S and 40th St East	11,899	4,800	16,699
96	97/98	44897	Res	Ave R-8 and 50th St East	4,582	4,608	9,190
97	97/98	42886	Res	Ave M-8 and 55th St West	5,473	0	5,473
98	97/98	45125	Res	Ave R and 50th St East	22,619	14,668	37,287
99	97/98	44879	Res	Rancho Vista Blvd and 30th St West	16,322	10,580	26,902
100	97/98	45716	Res	Elizabeth Lake Rd and 20th St West	5,912	8,720	14,632
102	97/98	45460	Res	Tierra Subida	6,976	15,600	22,576
103	98/99	44402	Res	SE Corner of Ave R-8 and 55 St East	28,799	31,260	60,059
105	97/98	45216	Res	Ave S and 35th St East	9,760	18,846	28,606
106	99/00	45689	Res	Ave M-8 and 60th St West	8,719	3,885	12,604
107	97/98	25429	Res	Ave M and 60th St West	19,485	0	19,485
109	98/99	44701	Res	Ave R-8 and 60th St East	4,636	11,868	16,504
110	97/98	45574	Res	Rancho Vista Blvd and 20th St West	8,804	5,700	14,504
111	97/98	32793	Res	Ave O and 40th St East	16,795	0	16,795
112	98/99	44136	Res	Ave R-8 and 60th St East	7,414	6,365	13,779
113	99/00	45276	Res	Ave R and 50th St East	8,443	7,200	15,643
114	97/98	44898	Res	Ave R and 50th St East	6,786	6,720	13,506
115	97/98	46312	Res	Ave O and 30th St West	23,488	28,710	52,198
116	97/98	45196	Res	Elizabeth Lake Rd and 15th St West	4,063	8,925	12,988
119	97/98	46077	Res	Ave N and 45th St West	47,034	67,524	114,558
120	97/98	45705	Res	Ave R-8 and 60th St East	25,312	37,015	62,327
121	97/98	45750	Res	Ave R and 50th St East	10,521	12,870	23,391
122	97/98	45382	Res	Pear Blossom Hwy and 40th East	61,466	63,691	125,157
123	97/98	44791	Res	Ave O and 30th St West	10,555	25,960	36,515
125	97/98	45497	Res	Ave R-8 and 65th St East	24,682	6,650	31,332
126	97/98	45754	Res	Ave O and 30th St West	30,159	25,520	55,679
127	97/98	46409	Res	Ave O and 30th St West	8,572	0	8,572
128	97/98	43581	Res	Ave S and 15th St East	50,584	76,640	127,224
129	97/98	46784	Res	Ave O and 30th St West	82,568	63,915	146,483
131	97/98	46430	Res	Rancho Vista Blvd and 20th St West	8,575	23,129	31,704
133	97/98	45802	Res	Ave R and 30th St East	34,977	53,300	88,277
135	97/98	46279	Res	Ave R and 45th St East	0	29,500	29,500
136	97/98	45777	Res	Ave S and 40th St East	6,732	0	6,732
137	98/99	45672	Res	Ave S and 15th St East	15,248	39,648	54,896
138	99/00	Not Available	Res	Ave R and 50th St East	8,085	21,527	29,612

District[(1)]	FY Formed	Tract/ Parcel Map	Land Use	General Location	Total Streetscape (SF)	Total On-Site Basin LS (SF)	Total Area (SF)
139	97/98	46089	Res	Ave S and 55th St East	30,669	31,500	62,169
140	97/98	43883	Res	Ave N and 55th St West	29,200	8,360	37,560
141	02/03	47115, 47116,47117, 44544	Res	SW Corner of Ave R-8 and 65th St East	57,336	6,160	63,496
143	97/98	45657	Res	Ave O and 30th St West	9,114	0	9,114
144	97/98	45911	Res	Ave R and 35th St East	8,794	7,169	15,963
145	97/98	45548	Res	Pear Blossom Hwy and 30th St East	65,816	55,590	121,406
146	97/98	46436	Res	Ave M and 60th St West	60,421	17,484	77,905
148	97/98	36720	Res	Ave S and 30th St East	1,000	0	1,000
150	99/00	42999	Res	Ave M and 60th St West	4,561	16,103	20,664
151	97/98	44476	Res	Ave R-8 and 60th St East	9,319	19,673	28,992
152	97/98	46735	Comm	Rancho Vista Blvd and 10th St West	129,149	66,360	195,509
153	97/98	45092	Res	Ave R-8 and 60th St East	23,700	13,604	37,304
154	97/98	45282	Comm	Ave N and 10th St West	24,486	22,032	46,518
156	97/98	46032	Res	Ave O and 40th St East	10,011	20,449	30,460
157	97/98	44702	Res	Ave M-8 and 55th St West	1,430	4,720	6,150
159	05/06	44543	Res	SE Corner of Russ Pl and 55 St East	4,973	5,456	10,429
160	97/98	45071	Res	Ave O and 30th St West	25,808	19,140	44,948
163	97/98	45277	Res	Ave R and 50th St East	18,460	15,750	34,210
165	97/98	45743	Res	Rancho Vista Blvd and 25th St West	5,848	10,140	15,988
167	97/98	46036	Res	Fairway Dr and Rancho Vista Blvd	3,250	0	3,250
168	97/98	46355	Res	Ave S-8 and 45th St East	6,059	23,100	29,159
171	97/98	45493	Res	Ave R-8 and 60th St East	2,935	15,991	18,926
173	06/07	47510	Res	S of Ave R, W of 55th St East	1,395	0	1,395
175	97/98	33587	Res	Rancho Vista Blvd and 20th St West	9,806	0	9,806
176	97/98	45742	Res	Rancho Vista Blvd and 25th St West	8,616	14,210	22,826
177	97/98	45364	Res	Rancho Vista Blvd and 25th St West	19,847	8,430	28,277
178	97/98	44803	Res	Ave M and 70th St West	85,202	96,276	181,478
179	97/98	46536	Res	Ave P-12 and 25th St West	98,694	46,000	144,694
180	04/05	48846/48847	Res	SW Corner of Ave S-12 and 37th St East	10,242	61,000	71,242
182	99/00	47630	Res	Ave S and 25th St East	12,232	0	12,232
183	97/98	48665	Res	Ave S and 40th St East	11,403	0	11,403
184	05/06	46454	Res	SW Corner of Elizabeth Lake Road and 15th St West	24,873	23,140	48,013
188	97/98	45411	Res	Ave S-8 and 45th St East	6,808	24,598	31,406
189	97/98	47548	Res	Ave S and 40th St East	25,013	0	25,013
190	97/98	45219	Res	Ave S and 40th St East	9,054	19,110	28,164
191	97/98	46044	Res	Ave R and 40th St East	7,977	14,620	22,597
192	97/98	47466	Res	Ave O and Division	13,440	0	13,440
193	97/98	44526	Res	Elizabeth Lake Rd and 20th St West	44,483	34,508	78,991
195	97/98	46586	Comm	Ave P-8 and 5th St West	42,924	0	42,924
197	03/04	46710	Res	Ave R-12 and 25th St East	7,886	15,840	23,726
199	97/98	46123	Res	Elizabeth Lake Rd and 15th St West	1,071	34,155	35,226
201	99/00	25842	Res	Ave R-8 and 40th St East	7,900	24,750	32,650
202	99/00	46157	Res	Ave M-8 and 60th St West	8,454	12,733	21,187
203	97/98	48254	Res	Ave S and 40th St East	13,220	13,770	26,990
204	97/98	45506	Res	Ave R-4 and 65th St East	7,499	22,880	30,379
206	97/98	46333	Res	Ave R-8 and 60th St East	17,945	24,198	42,143
207	97/98	45038	Res	Ave S and 55th St East	19,926	0	19,926
212	98/99	47629	Res	Ave S and 50th St East	15,127	4,294	19,421
213	97/98	46934	Res	Ave S-8 and 45th St East	34,700	46,212	80,912
214	98/99	49058	Res	Ave S and 45th St East	31,179	0	31,179
216	00/01	46925	Res	Division and Ave O-8	32,152	0	32,152
217	05/06	46757	Res	Palmdale Blvd, Ave R, and 65th St East	48,416	50,953	99,369
217-01		Trailer Park	Res	NW Corner of Ave R and 65th St East	0	0	0
217B	05/06	46757	Res	Palmdale Blvd, Ave R, and 65th St East	27,455	16,267	43,722
219	00/01	46910/46911/ 45291	Res	Tierra Subida	15,591	0	15,591
220	97/98	45412	Res	Pear Blossom Hwy and 45th St East	8,014	10,736	18,750
221	04/05	45218-01	Res	Railroad and 30th St East	3,522	122,306	125,828

District[1]	FY Formed	Tract/ Parcel Map	Land Use	General Location	Total Streetscape (SF)	Total On-Site Basin LS (SF)	Total Area (SF)
222	99/00	45217/46193/ 46194	Res	Fairfield and 35th St East	10,838	86,190	97,028
224	97/98	48672	Res	Ave S-8 and 55th St East	2,592	41,695	44,287
233	99/00	52646	Res	Division and Ave O	12,696	0	12,696
234	99/00	44826	Res	Ave R-8 and 55th St East	8,588	19,594	28,182
235	00/01	45057	Res	Ave Q and 40th St East	14,266	34,030	48,296
236	01/02	51505	Res	SE Corner of Ave P-8 and 20th St West	9,612	0	9,612
237	01/02	53069	Res	Ave N and 45th St West	12,948	12,075	25,023
238	01/02	47933	Res	Rancho Vista Blvd	20,855	0	20,855
239	02/03	47934	Res	Rancho Vista Blvd	12,051	0	12,051
240	01/02	47935	Res	Rancho Vista Blvd and Ave O-8	46,154	28,455	74,609
241	04/05	53221	Res	NW Corner of 40th St East 300 feet N of R-6	7,981	16,892	24,873
242	02/03	45573	Res	Ave P-4 and 20th St West	3,792	0	3,792
243	01/02	51980	Res	SE Corner of Avenue N and 50th St West	30,949	0	30,949
244	02/03	49016-02, 03	Res	Club Rancho Dr. and 30th St West	4,972	0	4,972
245	02/03	49016-04, 05	Res	SW Corner of Ave N-8 and 30th St West	94,926	0	94,926
246	02/03	49016-08, 09	Res	SE Corner of Ave N-8 and Bolz Ranch Rd	109,486	0	109,486
247	04/05	49016-06	Res	Rancho Vista Golf Course	20,039	0	20,039
248	04/05	49016-07	Res	Bolz Ranch Rd (golf course)	2,970	0	2,970
251	02/03	51989	Res	Ave N and 50th St West	5,536	0	5,536
252	02/03	52142-03	Res	Ave P-8 and 30th St West	24,579	0	24,579
253	02/03	52142-01, -02	Res	NW Corner of Ave P-8 and 25th St West	17,718	0	17,718
254	02/03	46394-01	Res	Rancho Vista Blvd and Ave O-8	34,997	0	34,997
255	02/03	53522	Res	NE Corner of Ave N and 55th St West	42,194	8,030	50,224
256	02/03	46602	Res	SW Corner of Ave N-8 and 55th St West	13,939	37,398	51,337
256-01	05/06	52489/52490/ 54075/53921	Res	NE Corner Ave N-8 and 55th St West	20,011	34,825	54,836
257	04/05	53608	Res	NW Corner of Ave S-12 and 30th St East	24,560	0	24,560
259	03/04	53855, 54806	Res	Ave P-8 and 20th St West	11,182	0	11,182
260	03/04	48014	Res	Ave P-8 and Summerwind	45,876	0	45,876
261	04/05	43689, 43690, 43691	Res	Rancho Vista Blvd and 11th St West	6,965	0	6,965
262	04/05	44893	Res	SE Corner of Ave S and 52nd St East	11,419	0	11,419
263	05/06	46597	Res	SW Corner of Ave S-8 and 40th St East	15,297	17,250	32,547
264	04/05	60053	Res	NW Corner of Ave R and 40th St East	20,872	21,840	42,712
265	04/05	53857	Res	NW Corner of Bolz Ranch Rd and Sawgrass Dr	16,342	0	16,342
266	04/05	54399	Res	NE Corner of Ave P-6 and 25th St West	24,844	15,900	40,744
267	04/05	53199, 54226, & 60745	Res	Avenue R, 60th East to Palmdale Blvd	70,634	51,220	121,854
268	04/05	54058-01, 02, 03, 04, & 05	Res	SE Corner of Ave P-8 and 25th St West	40,129	0	40,129
271	05/06	53869	Res	NE Corner of Ave Q-8 and Tierra Subida	12,129	26,924	39,053
272	04/05	49147-01, 02, & 03	Res	NW Corner of Ave R and 70th St East	19,558	45,797	65,355
272-01	05/06	49147-04, 05, & 06	Res	NW Corner of Ave R and 70th St East	0	0	0
272-02	06/07	63008	Res	NW Corner of Ave R and 70th St East	3,042	3,042	6,084
273	05/06	54339	Res	SE Corner of Ave M and 70th St West	38,624	0	38,624
274	04/05	54383	Res	Turner Dr and 25th St East	40,451	18,700	59,151
275	05/06	060162,46755	Res	Meridith Avenue and Rockie Lane	2,886	5,271	8,157
276	04/05	60128	Res	Rockie Lane, Ave R-8 to Ave S	3,057	12,103	15,160
277	04/05	52200 01 & 02	Res	W of Ave P-12 and 30th St West	394,956	167,158	562,114
278	05/06	060028, 01, & 02	Res	SE corner of Ave R and 70th St East	69,760	52,140	121,900
279	05/06	60462	Res	Bolz Ranch Rd and Homeridge Dr	6,965	0	6,965
280		53920	Res	Fort Tejon Road N of SP RailRoad (50th East)	0	0	0
281	05/06	52921	Res	SW Corner of Ave S and 60th St East	48,080	12,838	60,918
282	05/06	61699	Res	Ave S-2 and Julian Lane	3,220	0	3,220
283	05/06	61770	Res	SE Corner of Avenue S and Hillcrest Drive	8,106	0	8,106

District[(1)]	FY Formed	Tract/ Parcel Map	Land Use	General Location	Total Streetscape (SF)	Total On-Site Basin LS (SF)	Total Area (SF)
286	05/06	60954	Res	SE Corner of Palmdale Blvd and 50th St East	10,726	22,344	33,070
287	05/06	46356, 52029	Res	NE Corner of Pearblossom and 47th East	30,840	303,660	334,500
288		060008 Ph 1 & 2	Res	SW Corner of Ave S and 62nd St East	0	0	0
289	05/06	61660	Res	NE Corner of Ave Q-13 and 12th St East	3,655	10,664	14,319
290	22/23	54209	Res	NE Corner of Ave R and 35th St East	0	0	0
292	05/06	54301	Res	North Side of Ave M-8 between 65th and 70th West	82,547	0	82,547
292-01	06/07	60209	Res	70th and M	34,204	19,494	53,698
292-02		60431			0	0	0
293	05/06	62695	Res	South Side of Ave N-8 west of Entrar Drive	24,490	0	24,490
294	06/07	60789	Res	W side of 40th St East and both sides of Hollowglen DR	3,042	0	3,042
295	06/07	62068	Res	N of Ave S and E or Rockie Lane	10,157	41,628	51,785
296	05/06	62020	Res	North of Ave S and West of Downing Street	16,751	30,337	47,088
297	06/07	61610	Res	South of Palmdale Bl, West of 58th St East	0	0	0
298	06/07	61611/61981	Res	N of Ave S, E of 65th St E	35,987	24,175	60,162
299	05/06	52806	Res	Between 25th St E and 27th St E 500 ' S of Palmdale Bl	16,128	0	16,128
301	06/07	62974	Res	E of 40th St East and S of Ave Q	19,505	13,290	32,795
302	06/07	60926	Res	N or Ave R and W of 40th St East	14,372	0	14,372
304	07/08	53067	Res	S of Palmdale Blvd, W of 55th St E	14,307	14,384	28,691
305		62371			0	0	0
306		53342			0	0	0
309		61941			0	0	0
312	07/08	61045	Res	South of Palmdale Blvd and West of 52nd St East	12,934	12,181	25,115
313	07/08	62213	Res	N of Ave S-4 and W of 42nd St E	7,802	8,673	16,475
314	06/07	51224	Res	South of Spanish Broom Dr between Firethorn Ave and Waltham	17,990	72,836	90,826
315	06/07	60511	Res	S of Avenue R, E of 40th St E	12,128	0	12,128
316	06/07	49215	Res	S of Avenue S-8, W of 42nd St East	1,772	0	1,772
317		61443	Res		0	0	0
318	07/08	51451	Res	Fort Tejon RD and 47th St E south of Ave S and N of the UPRR	38,800	29,000	67,800
319	07/08	62490/66868	Res	Corner of Rancho Vista Blvd & Extension of Tilbury Dr	26,398	48,987	75,385
320	07/08	60431	Res	N of Ave M-8, W of 70th St W	85,614	99,056	184,670
321	14/15	66204	Res	North side of E Ave R-8, bw 57th St E & Segovia Way	1,917	0	1,917
322	14/15	47510	Res	SE corner of Tackstem & Ave R	1,545	0	1,545
324	22/23	73740	Res	SE corner Taintor Road & Division St	7,868	0	7,868
900	04/05	54438, 53888	Res/Comm	Ave S and Bridge Road	614,466	0	614,466
901	06/07	Ritter Ranch	Res	Elizabeth Lake Road	2,560,000	0	2,560,000

(1) The City is not currently maintaining landscaping improvements of Assessment District Nos. 173, 277, 280, 288, 900 and 901. See section 3.2 for additional information.

8. ASSESSMENT ROLL

Assessor's parcel identification, for each lot or parcel subject to the assessment, shall be based on the County Assessor's secured roll data for the applicable year in which this report is prepared and is incorporated herein by reference.

A listing of assessor's parcels subject to the assessments for Fiscal Year 2024/25, along with the assessment amounts, is on file in the office of the City Engineer and incorporated herein by reference. Based on County Assessor's secured roll data, current assessor's parcels, including corrected and/or new assessor's parcels, will be submitted and/or resubmitted to the County Auditor/Controller. The annual assessment amount to be levied and collected for the resubmitted parcel(s) shall be determined in accordance with the method of apportionment and assessment rate approved in this report. Therefore, if a single assessor's parcel has a status change in development, other land use change, or subdivides into multiple assessor's parcels, the charge amounts applied to each of the new assessor's parcels shall be recalculated and applied according to the approved method outlined in the method of apportionment and assessment rate rather than a proportionate share of the original assessment amount.

The following table summarizes the Fiscal Year 2024/25 assessment for the Assessment Districts.

City of Palmdale
Landscape Maintenance Assessment Districts and Annexations
Fiscal Year 2024/25 Assessment Roll Summary

Assessment District	Parcel Count (1)	EDUs per Assessment District	FY 2024/25 Assessment Amount	FY 2024/25 Proposed Assessment Rate Per EDU	FY 2024/25 Maximum Assessment Rate Per EDU (2)
1	75	75.00	$2,327.25	$31.03	$31.03
2	223	223.00	30,914.49	138.63	138.63
5	110	110.00	39,662.70	360.57	360.57
6	19	19.00	4,349.48	228.92	228.92
7	167	167.00	23,553.68	141.04	141.04
9	289	289.00	42,228.68	146.12	146.12
10	176	176.00	8,011.52	45.52	45.52
11	208	208.00	103,124.32	495.79	495.79
12	205	205.00	75,597.85	368.77	368.77
13	130	130.00	3,226.60	24.82	24.82
14	67	67.00	3,742.62	55.86	55.86
15	60	60.00	19,422.00	323.70	323.70
16	45	45.00	23,693.40	526.52	526.52
17	92	92.00	16,916.96	183.88	183.88
19	44	44.00	17,899.20	406.80	406.80
20	136	136.00	28,354.64	208.49	208.49
21	40	40.00	12,866.00	321.65	321.65
22	78	78.00	48,260.16	618.72	618.72
23	142	142.00	25,562.84	180.02	180.02
24	884	884.00	219,523.72	248.33	248.33
24-1	165	165.00	39,679.20	240.48	240.48
24-2	95	95.00	22,845.60	240.48	240.48
24-3	100	100.00	42,459.00	424.59	424.59
24-4	19	19.00	4,673.24	245.96	245.96
24-5	170	170.00	13,169.90	77.47	77.47
24-6	238	238.00	32,270.42	135.59	135.59
25	43	43.00	5,624.40	130.80	130.80
26	87	87.00	10,259.91	117.93	117.93
28	78	78.00	7,014.54	89.93	89.93
29	71	71.00	8,814.65	124.15	124.15
30	36	36.00	12,759.48	354.43	354.43
31	86	86.00	8,718.68	101.38	101.38
32	107	107.00	23,674.82	221.26	221.26
33	167	167.00	37,319.49	223.47	223.47
35	14	14.00	1,116.22	79.73	79.73
36	61	61.00	7,193.73	117.93	117.93
37	47	47.00	4,140.23	88.09	88.09
39	45	45.00	6,222.15	138.27	138.27
40	127	127.00	47,873.92	376.96	376.96
41	299	299.00	42,027.44	140.56	140.56
42	39	39.00	13,742.82	352.38	352.38

City of Palmdale
Landscape Maintenance Assessment Districts and Annexations
Fiscal Year 2024/25 Assessment Roll Summary

Assessment District	Parcel Count (1)	EDUs per Assessment District	FY 2024/25 Assessment Amount	FY 2024/25 Proposed Assessment Rate Per EDU	FY 2024/25 Maximum Assessment Rate Per EDU (2)
43	172	172.00	32,700.64	190.12	190.12
44	143	143.00	33,517.77	234.39	234.39
46	45	45.00	14,810.40	329.12	329.12
48	39	39.00	2,662.53	68.27	68.27
49	55	55.00	8,080.05	146.91	146.91
51	59	59.00	7,236.94	122.66	122.66
52	127	127.00	29,400.50	231.50	231.50
56	178	178.00	6,197.96	34.82	34.82
58	41	41.00	4,609.63	112.43	112.43
59	179	179.00	17,037.22	95.18	95.18
60	81	81.00	17,219.79	212.59	212.59
61	178	178.00	46,570.14	261.63	261.63
62	16	16.00	9,369.44	585.59	585.59
63	240	240.00	46,111.20	192.13	192.13
64	120	120.00	7,696.80	64.14	64.14
65	320	320.00	32,444.80	101.39	101.39
66	327	327.00	54,131.58	165.54	165.54
67	173	173.00	10,959.55	63.35	63.35
68	100	100.00	24,174.00	241.74	241.74
69	89	89.00	8,839.48	99.32	99.32
70	137	137.00	22,681.72	165.56	165.56
72	219	219.00	42,523.23	194.17	194.17
73	160	160.00	25,160.00	157.25	157.25
75	111	111.00	31,994.64	288.24	288.24
76	84	84.00	8,863.68	105.52	105.52
77	40	40.00	12,210.40	305.26	305.26
78	174	174.00	41,721.72	239.78	239.78
80	6	101.43	17,198.70	169.56	169.56
82	19	19.00	5,284.47	278.13	278.13
83	25	25.00	2,146.75	85.87	85.87
84	69	69.00	20,274.27	293.83	293.83
85	581	581.00	123,514.79	212.59	212.59
86	86	86.00	6,504.18	75.63	75.63
87	318	318.00	50,037.30	157.35	157.35
88	72	72.00	21,485.52	298.41	298.41
89	406	406.00	50,616.02	124.67	124.67
92	40	40.00	9,669.60	241.74	241.74
93	21	21.00	1,911.84	91.04	91.04
94	78	78.00	15,332.46	196.57	196.57
96	88	88.00	5,038.00	57.25	57.25
97	46	46.00	4,864.50	105.75	105.75

City of Palmdale
Landscape Maintenance Assessment Districts and Annexations
Fiscal Year 2024/25 Assessment Roll Summary

Assessment District	Parcel Count (1)	EDUs per Assessment District	FY 2024/25 Assessment Amount	FY 2024/25 Proposed Assessment Rate Per EDU	FY 2024/25 Maximum Assessment Rate Per EDU (2)
98	225	225.00	25,760.25	114.49	114.49
99	164	164.00	16,759.16	102.19	102.19
100	233	233.00	5,783.06	24.82	24.82
102	168	168.00	11,123.28	66.21	66.21
103	229	229.00	20,172.61	88.09	88.09
105	260	260.00	18,826.60	72.41	72.41
106	14	14.00	7,519.26	537.09	537.09
107	32	32.00	8,872.64	277.27	277.27
109	109	109.00	8,261.11	75.79	75.79
110	121	121.00	10,633.48	87.88	87.88
111	77	77.00	15,895.88	206.44	206.44
112	103	103.00	12,660.76	122.92	122.92
113	83	83.00	8,815.43	106.21	106.21
114	42	42.00	9,529.80	226.90	226.90
115	159	159.00	13,098.42	82.38	82.38
116	33	33.00	4,438.17	134.49	134.49
119	80	80.00	38,265.60	478.32	478.32
120	154	154.00	27,387.36	177.84	177.84
121	48	48.00	13,441.44	280.03	280.03
122	178	178.00	54,208.12	304.54	304.54
123	192	192.00	9,813.12	51.11	51.11
125	113	113.00	10,858.17	96.09	96.09
126	107	107.00	22,089.08	206.44	206.44
127	117	117.00	7,411.95	63.35	63.35
128	413	413.00	119,332.22	288.94	288.94
129	255	255.00	99,559.65	390.43	390.43
131	80	80.00	14,551.20	181.89	181.89
133	285	285.00	42,533.40	149.24	149.24
135	58	58.00	3,674.30	63.35	63.35
136	84	84.00	11,199.72	133.33	133.33
137	207	207.00	25,866.72	124.96	124.96
138	93	93.00	12,859.11	138.27	138.27
139	161	161.00	44,758.00	278.00	278.00
140	121	121.00	9,082.26	75.06	75.06
141	159	159.00	68,675.28	431.92	431.92
143	81	81.00	9,272.88	114.48	114.48
144	90	90.00	9,382.50	104.25	104.25
145	402	402.00	66,526.98	165.49	165.49
146	64	64.00	30,874.24	482.41	482.41
148	115	115.00	3,806.50	33.10	33.10
150	33	33.00	11,969.76	362.72	362.72

City of Palmdale
Landscape Maintenance Assessment Districts and Annexations
Fiscal Year 2024/25 Assessment Roll Summary

Assessment District	Parcel Count (1)	EDUs per Assessment District	FY 2024/25 Assessment Amount	FY 2024/25 Proposed Assessment Rate Per EDU	FY 2024/25 Maximum Assessment Rate Per EDU (2)
151	91	91.00	11,533.34	126.74	126.74
152	39	115.71	120,311.92	1,039.77	1,039.77
153	100	100.00	23,302.00	233.02	233.02
154	38	25.18	30,872.45	1,226.27	1,226.27
156	81	81.00	12,417.30	153.30	153.30
157	16	16.00	3,178.24	198.64	198.64
159	46	46.00	22,869.36	497.16	497.16
160	112	112.00	29,076.32	259.61	259.61
163	75	75.00	23,610.00	314.80	314.80
165	85	85.00	7,298.95	85.87	85.87
167	21	21.00	729.96	34.76	34.76
168	87	87.00	8,713.92	100.16	100.16
171	36	36.00	4,709.16	130.81	130.81
173	0	0.00	0.00	0.00	N/A
175	32	32.00	8,633.60	269.80	269.80
176	38	38.00	8,466.02	222.79	222.79
177	56	56.00	21,520.80	384.30	384.30
178	150	150.00	56,110.50	374.07	374.07
179	394	394.00	85,367.98	216.67	216.67
180	74	74.00	33,729.94	455.81	455.81
182	60	60.00	19,478.40	324.64	324.64
183	42	42.00	13,735.68	327.04	327.04
184	174	174.00	46,120.44	265.06	265.06
188	82	82.00	10,222.94	124.67	124.67
189	38	38.00	9,320.64	245.28	245.28
190	68	68.00	9,452.00	139.00	139.00
191	84	84.00	8,239.56	98.09	98.09
192	71	71.00	7,090.77	99.87	99.87
193	151	151.00	37,037.28	245.28	245.28
195	141	179.78	38,461.82	213.94	213.94
197	43	43.00	27,221.58	633.06	633.06
199	118	118.00	4,308.18	36.51	36.51
201	82	82.00	12,817.42	156.31	156.31
202	21	21.00	8,080.17	384.77	384.77
203	56	56.00	11,789.68	210.53	210.53
204	83	83.00	10,347.61	124.67	124.67
206	80	80.00	15,209.60	190.12	190.12
207	194	194.00	17,446.42	89.93	89.93
212	69	69.00	22,758.96	329.84	329.84
213	228	228.00	36,350.04	159.43	159.43
214	49	49.00	13,852.79	282.71	282.71

City of Palmdale
Landscape Maintenance Assessment Districts and Annexations
Fiscal Year 2024/25 Assessment Roll Summary

Assessment District	Parcel Count (1)	EDUs per Assessment District	FY 2024/25 Assessment Amount	FY 2024/25 Proposed Assessment Rate Per EDU	FY 2024/25 Maximum Assessment Rate Per EDU (2)
216	223	223.00	38,072.79	170.73	170.73
217	388	388.00	119,333.28	307.56	307.56
217-01	0	0.00	0.00	0.00	N/A
219	91	91.00	13,936.65	153.15	153.15
220	126	126.00	10,557.54	83.79	83.79
221	92	92.00	78,947.04	858.12	858.12
222	197	197.00	81,920.48	415.84	415.84
224	78	78.00	5,261.10	67.45	67.45
233	31	31.00	5,528.85	178.35	178.35
234	48	48.00	4,218.24	87.88	87.88
235	148	148.00	36,445.00	246.25	246.25
236	72	72.00	7,706.16	107.03	107.03
237	23	23.00	20,372.25	885.75	885.75
238	84	84.00	28,570.92	340.13	340.13
239	95	95.00	16,893.85	177.83	177.83
240	132	132.00	66,388.08	502.94	502.94
241	85	85.00	66,042.45	776.97	776.97
242	45	45.00	2,019.60	44.88	44.88
243	40	40.00	42,037.20	1,050.93	1,050.93
244	104	104.00	68,740.88	660.97	660.97
245	118	118.00	77,994.46	660.97	660.97
246	158	158.00	104,433.26	660.97	660.97
247	51	51.00	33,725.28	661.28	661.28
248	49	49.00	32,402.72	661.28	661.28
251	19	19.00	1,426.33	75.07	75.07
252	156	156.00	23,969.40	153.65	153.65
253	161	161.00	22,005.48	136.68	136.68
254	49	49.00	25,972.94	530.06	530.06
255	41	41.00	42,043.45	1,025.45	1,025.45
256	99	99.00	43,219.44	436.56	436.56
256-01	103	103.00	48,164.86	467.62	467.62
257	78	78.00	52,623.48	674.66	674.66
259	72	72.00	12,670.56	175.98	175.98
260	86	86.00	55,506.12	645.42	645.42
261	144	144.00	11,435.04	79.41	79.41
262	122	122.00	23,169.02	189.91	189.91
263	64	64.00	36,926.08	576.97	576.97
264	108	108.00	57,433.32	531.79	531.79
265	64	64.00	39,117.44	611.21	611.21
266	79	79.00	58,908.72	745.68	745.68
267	255	255.00	170,388.45	668.19	668.19

City of Palmdale
Landscape Maintenance Assessment Districts and Annexations
Fiscal Year 2024/25 Assessment Roll Summary

Assessment District	Parcel Count (1)	EDUs per Assessment District	FY 2024/25 Assessment Amount	FY 2024/25 Proposed Assessment Rate Per EDU	FY 2024/25 Maximum Assessment Rate Per EDU (2)
268	390	389.00	143,727.72	369.48	369.48
271	67	67.00	35,977.66	536.98	536.98
272	171	173.00	86,250.88	498.56	498.56
272-01	170	170.00	84,799.40	498.82	498.82
272-02	41	41.00	20,442.60	498.60	498.60
273	83	83.00	70,886.15	854.05	854.05
274	62	62.00	57,782.76	931.98	931.98
275	18	33.00	26,708.93	809.36	809.36
276	38	38.00	24,734.96	650.92	650.92
277	0	0.00	0.00	0.00	N/A
278	372	372.00	263,707.08	708.89	708.89
279	41	41.00	20,110.91	490.51	490.51
280	0	0.00	0.00	0.00	N/A
281	168	168.00	73,263.12	436.09	436.09
282	38	38.00	8,024.08	211.16	211.16
283	33	33.00	7,187.73	217.81	217.81
286	78	78.00	50,710.14	650.13	650.13
287	198	198.00	89,876.16	453.92	453.92
288	0	0.00	0.00	0.00	N/A
289	23	23.00	11,639.61	506.07	506.07
290	95	190.00	90,710.75	477.42	477.42
292	180	180.00	144,041.40	800.23	800.23
292-01	40	40.00	32,009.20	800.23	800.23
292-02	0	0.00	0.00	0.00	N/A
293	42	42.00	29,460.48	701.44	701.44
294	16	16.00	8,652.80	540.80	540.80
295	50	50.00	36,628.00	732.56	732.56
296	66	66.00	46,724.04	707.94	707.94
297	5	0.00	0.00	0.00	N/A
298	60	60.00	72,036.60	1,200.61	1,327.04
299	204	204.00	44,843.28	219.82	219.82
301	62	62.00	51,184.10	825.55	825.55
302	1	0.00	0.00	0.00	N/A
304	66	66.00	35,257.86	534.21	534.21
305	0	0.00	0.00	0.00	N/A
306	0	0.00	0.00	0.00	N/A
309	0	0.00	0.00	0.00	N/A
312	1	0.00	0.00	0.00	N/A
313	2	0.00	0.00	0.00	N/A
314	117	117.00	83,282.94	711.82	711.82
315	28	28.00	21,654.92	773.39	773.39

City of Palmdale
Landscape Maintenance Assessment Districts and Annexations
Fiscal Year 2024/25 Assessment Roll Summary

Assessment District	Parcel Count (1)	EDUs per Assessment District	FY 2024/25 Assessment Amount	FY 2024/25 Proposed Assessment Rate Per EDU	FY 2024/25 Maximum Assessment Rate Per EDU (2)
316	8	0.00	0.00	0.00	N/A
317	0	0.00	0.00	0.00	N/A
318	12	0.00	0.00	0.00	N/A
319	12	0.00	0.00	0.00	N/A
320	52	0.00	0.00	0.00	N/A
321	2	0.00	0.00	0.00	N/A
322	0	0.00	0.00	0.00	N/A
323	0	0.00	0.00	0.00	N/A
324	56	112.00	13,452.88	120.11	120.11
325	0	0.00	0.00	0.00	N/A
326	0	0.00	0.00	0.00	N/A
900	1,417	0.00	0.00	0.00	N/A
901	35	0.00	0.00	0.00	N/A
Totals	**28,791**	**27,609.10**	**$7,403,282.72**		

(1) Includes parcels levied and active parcels not yet subject to the assessment.

(2) Rate for Assessment District Nos. 290 & 324 is per Benefit Unit, as defined in the annexation Engineer's Report for each district.

CITY OF PALMDALE

Fiscal Year 2024/25 Engineer's Report For:

Park Maintenance and Recreation Improvement District

May 2024

Prepared by:

NBS
helping communities fund tomorrow
nbsgov.com

Corporate Headquarters
32605 Temecula Parkway, Suite 100
Temecula, CA 92592
Toll free: 800.676.7516

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1. ENGINEER'S LETTER

WHEREAS, the City Council of the City of Palmdale (the "City"), State of California, under the Landscaping and Lighting Act of 1972 (the "Act"), directed NBS to prepare and file the Annual Engineer's Report for the Park Maintenance and Recreation Improvement District (the "District") for Fiscal Year 2024/25, in accordance with Article 4 of Chapter 1 of the Act and Article XIII D of the California Constitution. The Engineer's Report presents the plans and specifications describing the general nature, location and extent of the improvements to be maintained, an estimate of the costs of the administration, maintenance, operations and servicing of the improvements for Fiscal Year 2024/25, the diagram for the District, showing the area and properties to be assessed, and assessing the net amount upon the assessable lots and/or parcels within the District in proportion to the special benefit received.

NOW THEREFORE, the assessments as detailed in this Engineer's Report and as summarized in the table below are made to cover the portion of the estimated costs of maintenance, operation and servicing of said improvements to be paid by the assessable real property within the District in proportion to the special benefit received.

Zone of Benefit	Parcels[1]	SFE Units[2]	FY 2024/25 Proposed Assessment Amount	FY 2024/25 Proposed Assessment Rate Per SFE	FY 2024/25 Maximum Assessment Rate Per SFE
Zone A	42,862	49,204.29	$3,038,829.65	$61.76	$61.76
Zone B	360	132.59	4,091.59	30.88	30.88
Zone C	2,240	1,954.66	120,719.24	61.76	61.76
Totals:	**45,462**	**51,291.54**	**$3,163,640.48**		

(1) Includes only parcels levied.
(2) Single Family Equivalent Unit. See "Method of Assessment" for explanation of SFE apportionment.

I, the undersigned, respectfully submit this Engineer's Report and, to the best of my knowledge, information and belief, the Engineer's Report, Assessments, and the Assessment Diagram herein have been prepared, computed and levied in accordance with the assessment methodology adopted, approved and ordered by the City Council of the City of Palmdale at the time of District formation.

_____

John G. Egan, P. E.
Assessment Engineer

2. INTRODUCTION

2.1 Background

In June and July of 2002, the City conducted a city-wide assessment ballot proceeding pursuant to the requirements of Article XIII D of the California Constitution ("The Taxpayer's Right to Vote on Taxes Act") and the Landscape and Lighting Act of 1972 for a proposed City of Palmdale Park Maintenance and Recreation Improvement Assessment District to fund improvements to parks and recreational facilities in the City. During this ballot proceeding, property owners in the City were provided with a notice and ballot for a proposed benefit assessment and a 45-day period was provided for balloting. A public hearing to conclude the balloting period was conducted on July 24, 2002.

After the ballots were tabulated, it was determined that 55.9% of the weighted ballots returned were in support of the assessment. Since the assessment ballots submitted in opposition to the proposed assessments did not exceed the assessment ballots submitted in favor of the assessments (with each ballot weighted by the proportional financial obligation of the property for which ballot was submitted), the City gained the authority to approve the levy of the assessments for Fiscal Year 2002/03 and to continue to levy them in future years. The authority granted by the ballot proceeding includes an annual increase in the maximum authorized assessment rate equal to the annual change in the Consumer Price Index (CPI) for the Los Angeles Area, not to exceed 3% per year. In the event the annual change in the CPI exceeds 3%, any percentage change in excess of 3% can be cumulatively reserved for years in which the CPI change is less than 3%. The initial assessment rate approved in 2002 was $36.00 per single family equivalent benefit unit, plus an annual increase not to exceed 3% according to the CPI for the Los Angeles area.

Due to their greater distance from the public facilities and the new parks and recreation facilities to be installed, maintained, and serviced by the District, areas in the City farthest east and west were deemed to receive less benefit relative to other areas in the City (Zone A) and were assigned 50% of the assessment rate. These areas of reduced proximity were named Zone of Benefit B or Zone B.

As the City has grown and built additional parks, public and recreational facilities, the western area of the City, generally described as the City incorporated areas west of the California Aqueduct, is benefiting from additional parks and recreation areas that can be funded and maintained in part by the District. For Fiscal Year 2006/07 assessments, properties in this western area were classified as being within Zone of Benefit C or Zone C. Since the proximity to parks and recreation facilities in Zone C is generally equivalent to properties within Zone A, the assessments per single family equivalent unit for properties in Zone C were proposed to increase, matching that rate assessed to parcels in Zone A.

In order to allow property owners in Zone C to ultimately decide whether they were in support of the increased assessments in their Zone of Benefit, in 2006, an assessment ballot proceeding was conducted for property owners in Zone C. After the ballots were mailed to property owners in Zone C, a minimum 45-day time period was provided for the return of the assessment ballots. Following this 45-day time period, a public hearing was held on July 5, 2006 for the purpose of allowing public testimony regarding the proposed increased assessments.

At the public hearing the ballots were tabulated and it was determined that 86.18% of the returned ballots from Zone C (weighted by the proportional financial obligation of the property for which ballots are

submitted) were in favor of the proposed increased assessments to match the assessment rate of Zone A. Therefore, the City Council took action, by resolution number CC 2006-191, to approve the levy of the increased assessments in Zone C for Fiscal Year 2006/07.

2.2 Process for Annual Assessment

In each subsequent year for which the assessment will be continued, and as required by the procedures specified in the 1972 Act, an Engineer's Report must be prepared on an annual basis which contains a full and detailed description of the improvements, the boundaries of the assessment district and any zones therein, and the proposed assessments upon assessable lots and parcels of land within the District.

The City Council must also annually adopt a resolution of intention which:

- Declares the intention of the City Council to levy and collect assessments within the assessment district for the fiscal year stated therein.
- Generally describes the existing and proposed improvements and any substantial changes proposed to be made in existing improvements.
- Refers to the assessment district by its distinctive designation and indicate the general location of the district.
- Refers to the report of the engineer, on file with the City Clerk, for a full and detailed description of the improvements, the boundaries of the assessment district and any zones therein, and the proposed assessments upon assessable lots and parcels of land within the district.
- Gives notice of the time and place for public hearing by the City Council on the levy of the proposed assessment.
- States whether the assessment is proposed to increase from the previous year.

If the assessments are to be levied in the same or lesser amounts than the maximum assessment allowed, the City Clerk shall give notice of the public hearing by causing the resolution of intention to be published. Any interested person may, prior to the conclusion of the public hearing, file a written protest which shall state all grounds of objection. The protest shall contain a description sufficient to identify the property owned by the property owner filing the protest. During the course or upon conclusion of the hearing, the City Council may order changes in any of the matters provided in the report, including changes in the improvements, any zones within the assessment district, and the proposed diagram or the proposed assessment. If the assessment to be levied exceeds the maximum assessment allowed, the City must comply with the procedures specified in Article XIII D and Proposition 218.

The City Council, upon conclusion of the public hearing must then adopt a resolution confirming the diagram and assessment, either as originally proposed or as changed by it. The adoption of the resolution shall constitute the levy of an assessment for the fiscal year referred to in the assessment. If confirmed, the assessments would be submitted to the County Auditor Controller for inclusion on the property tax roll.

2.3 Legislative Context

In 1996, California Voters adopted Proposition 218, the "Right to Vote on Taxes Act" which added Articles XIII C and XIII D to the California Constitution. Article XIII D imposes certain substantive and procedural requirements on any agency that wishes to levy special assessments.

Article XIII D imposes four basic substantive requirements on assessments[1]:

- All parcels that will have a special benefit conferred upon them and upon which an assessment will be imposed must be identified;
- The general benefits must be distinguished from the special benefits conferred on the parcels;
- The proportionate special benefit derived by each parcel must be determined in relationship to the entirety of the capital improvement, the maintenance and operation expenses of the public improvement, or the cost of the property related service being provided; and
- The amount assessed to a parcel must not exceed the reasonable cost of the proportional special benefit conferred on that parcel and does not include any costs attributable to the general benefit.

Since the initial passage of Proposition 218, several court rulings have helped provide context and direction on the practical implementation procedures and requirements for levying assessments. Several of the key concepts from these rulings are summarized below.

GENERAL BENEFIT

Article XIII D requires an agency to separate the general benefits from the special benefits conferred because only special benefits are assessable.

The Court of Appeal in *Golden Hills Neighborhood Assn., Inc. v. City of San Diego* (2011) (*Golden Hills*)[2] clarified this concept by stating, "*Separation and quantification of general and special benefits must be accomplished by apportioning the cost of a service or improvement between the two and assessing property owners only for the portion of the cost representing special benefits*."

The Court of Appeal in *Beutz v. County of Riverside* (2010) (*Beutz*)[3] quoted from the Legislative Analyst's Office pamphlet titled "Understanding Proposition 218" which states an agency must, "*estimate the amount of special benefit landowners would receive from the project or service, as well as the amount of 'general benefit.' This step is needed because Proposition 218 allows local government to recoup from assessments only the proportionate share of cost to provide the special benefit.*"

The Court in *Beutz* furthered this idea stating, "*Separating the general from the special benefits of a public improvement project and estimating the quantity of each in relation to the other is essential if an assessment is to be limited to the special benefits*."

The Court of Appeal in *Silicon Valley Taxpayers' Association Incorporated v. Santa Clara County Open Space Authority* (2008) (*SVTA*)[4] clarified that general benefits are not restricted to benefits conferred only on persons and property outside the assessment district but can include benefits both conferred on real

[1] *California Constitution Article XIII D Section 4.*
[2] *Golden Hill Neighborhood Assn. v. City of San Diego CA4/1, D062203 (Cal. Ct. App. 2013)*
[3] *Beutz v. County of Riverside, 109 Cal. Rptr. 3d 851 (Cal. Ct. App. 2010)*
[4] *Silicon Valley Taxpayers' Association Incorporated v. Santa Clara County Open Space Authority, 44 Cal. 4th 431 (2008).*

property located in the district or to the public at large. The "public at large" includes all members of the public, including those who live, work, and shop within the district, and not simply transient visitors.

BENEFIT-BASED NOT COST-BASED

In *Bonander v. Town of Tiburon* (2009) (*Tiburon)*[5], the Court of Appeal clarified the idea that assessments must be apportioned based upon benefit rather than cost. The Court stated, "*Proportionate special benefit is the basis upon which a project's total assessable costs are apportioned among parcels within an assessment district.*"

The assessment on a particular property cannot be based on the relative cost of the improvements, but rather the special benefit conferred on such property. The Court in *Tiburon* also stated, "*an assessment represents the entirety of the cost of the improvement or property-related service, less any amount attributable to general benefits (which may not be assessed), allocated to individual properties in proportion to the relative special benefit conferred on the property*."

PUBLIC PROPERTY

Section 4, Subdivision (a) of Article XIII D states, in part, "*Parcels within a district that are owned or used by any agency, the State of California or the United States shall not be exempt from assessment unless the agency can demonstrate by clear and convincing evidence that those publicly owned parcels in fact receive no special benefit.*" Historically there had been differing opinions about whether this requirement that publicly owned property should not be exempt actually meant those properties must be assessed.

The Court of Appeal in *Manteca Unified School District v. Reclamation District No. 17 et al* (2017) *(Manteca)*[6] clarified this issue by stating, *"section 4, subdivision (a) of article XIII D of the California Constitution unambiguously conditions any continuing benefit assessment exemption on a showing by clear and convincing evidence of no special benefit.*"

IMPRECISION

The Court in *Tiburon* acknowledged the difficulty of trying to precisely assign and measure special benefit, stating, "*Any attempt to classify special benefits conferred on particular properties and to assign relative weights to those benefits will necessarily involve some degree of imprecision.*"

The Court in *Tiburon* went on to say that a formula assigning equal weight to different special benefits *"may be a legally justifiable approach to measuring and apportioning special benefits,* [but] *it is not necessarily the only valid approach. Whichever approach is taken to measuring and apportioning special benefits, however, it must be both defensible and consistently applied*."

[5] *Bonander v. Town of Tiburon, 147 Cal. App. 4th 1116 (Cal. Ct. App. 2007)*
[6] *Manteca Unified School District v. Reclamation District No. 17 et al, C077906 (Cal. Ct. App. 2017)*

3. PLANS AND SPECIFICATIONS

The City maintains park and recreational facilities in locations throughout its boundaries, which contain over 48,000 parcels. The District provides funding for the installation, maintenance, and servicing of parks and recreation facilities within the City, including, but not limited to the City's current parks and recreation facilities:

- Poncitlán Square (4.00 Acres), 38315 9th St. East
- Tejon Park Barrel Springs Equestrian Arena (20.00 Acres), East of Sierra Highway / South of Barrel Springs Road
- Pelona Vista Park (73.00 Acres), 37800 Tierra Subida Avenue
- Manzanita Heights Park (5.00 Acres), 431 Mesa Verde Street
- Arnie Quinones Park (2.50 Acres), 41003 50th Street West
- Desert Sands Park (20.00 Acres), 39117 3rd Street East
- Joe Davies Heritage Airpark at Palmdale Plant 42 (20.00 Acres), 2001 East Avenue P
- William J. McAdam Park & Pool (20.00 Acres), 38115 30th Street East
- Domenic Massari Park (40.00 Acres), 37716 55th Street East
- Sam Yellen Park (24.93 acres), Phase 1 completed (12.00 acres), Avenue S between 47th East and 55th Street East
- Joshua Hills Park (3.64 Acres), 3110 Fairfield Avenue
- Palmdale Playhouse (2,700 square feet), 38334 10th Street East
- Melville J. Courson Park (7.50 Acres), 38226 10th Street East (under construction by developer)
- Legacy Commons (new Palmdale Senior Center opened 2010) (14,000 square feet), 930 East Avenue Q-9
- Palmdale Senior Center Park (1.00 acre) park site between 9th Street East & 10th Street East and Q-9 & Q-10
- Dry Town Waterpark (7.00 acres), at Palmdale Oasis Park, 3850-B East Avenue S
- Palmdale Oasis Recreation Center (17,500 square feet), 3850-A East Avenue S
- Palmdale Oasis Park (33.00 acres), southwest corner of Avenue S and 40th Street East, 3850-A E. Avenue S
- Competition Swimming Pool at Palmdale Oasis Park, 3850-C East Avenue S
- Marie Kerr Park (57.00 Acres), 39700 30th Street West & 2723 Rancho Vista Boulevard
- Palmdale Amphitheater at Marie Kerr Park, 2723 Rancho Vista Boulevard
- Best of the West Softball Complex, at Marie Kerr Park, 2723-F Rancho Vista Boulevard
- Competition Swimming Pool at Marie Kerr Park, 2723 Rancho Vista Boulevard
- Marie Kerr Recreation Center, 2723-A Rancho Vista Boulevard
- Lot adjacent to Amphitheatre/Marie Kerr Park (20.00 Acres), (not developed, currently used for overflow parking), 2723 Rancho Vista Boulevard
- Dr. Robert C. St. Clair Parkway (8.72 Acres), Sierra Highway
- Demonstration Garden (0.76 Acres), NEC of Palmdale Boulevard & Sierra Highway
- Foothill Park (12.33 Acres), 2525 The Groves
- Anaverde Hills Park (6.42 Acres), 2820 Greenbrier Street

- Larry Chimbole Cultural Center (19,300 square feet), 38350 Sierra Highway
- Hammack Activity Center/ Roller Hockey Rinks (29,000 square feet), 815 East Avenue Q-6 (Boys & Girls Club)
- Rancho Vista Neighborhood Park (5.00 Acres), Bolz Ranch / Town Center Road (not developed)
- Palmenthol History Park (16.30 Acres), Avenue S & 20th Street East (not developed)
- A.C. Warnack Nature Park (131.27 Acres), East of Godde Hill & South of the California Aqueduct (not developed)

3.1 Description of Improvements and Services

The assessments shall also provide funding for the installation, maintenance, and servicing of new parks and recreation facilities, including, but not limited to new neighborhood and community parks, family aquatics facility, covered swimming pools, additional recreation centers, public amphitheater, additional sports fields, improvements to park safety including enhanced lighting, replacement of antiquated playground equipment, additional park maintenance services, acquisition of lands for parks and recreation uses, and expansion of existing parks and recreation areas.

The work and improvements (the "improvements") proposed to be undertaken by the District, and the cost thereof paid from the levy of the annual assessment, provide special benefit to assessor parcels within the District as defined in the Method of Assessment herein. In addition to the definitions provided by the Act the improvements are generally described as follows:

Installation, maintenance and servicing of public recreational facilities and improvements, including, but not limited to, turf and play areas, park grounds and facilities, playground equipment, hard court surfaces, amphitheaters, tennis courts, gymnasiums, senior centers, recreation centers, aquatic parks, running tracks, walking paths, sports fields, basketball courts, swimming pools, landscape corridors, open space, trails, other recreational facilities, ground cover, shrubs and trees, irrigation and sprinkler systems, landscaping, drainage systems, lighting, fencing, entry monuments, graffiti removal and repainting, and labor, materials, supplies, utilities, equipment, and any debt service on bonds or other indebtedness issued for the improvements as applicable, at each of the locations owned, operated or maintained by the City. Plans and specifications for these improvements are filed with the Director of Parks and Recreation of the City and are incorporated herein by reference.

As applied herein, "Installation" means the construction of recreational improvements, including, but not limited to, land preparation, such as grading, leveling, cutting and filling, sod, landscaping, irrigation systems, sidewalks and drainage, lights, and/or the construction of playground equipment, play courts, recreational facilities and public restrooms.

"Maintenance" means the furnishing of services and materials for the ordinary and usual maintenance, operation and servicing of said improvements, including repair, removal, or replacement of all or any part of any improvement; providing for the life, growth, health and beauty of landscaping, including cultivation, irrigation, trimming, spraying, fertilizing, or treating for disease or injury; and cleaning, sandblasting and painting of walls and other improvements to remove or cover graffiti.

"Servicing" means the furnishing of electric current or energy for the operation or lighting of any improvements, and the furnishing of water for irrigation of any landscaping or the maintenance of any other improvements.

Incidental expenses include all of the following: (a) The costs of preparation of the report, including plans, specifications, estimates, diagram, and assessment; (b) the costs of printing, advertising, and the giving of published, posted, and mailed notices; (c) compensation payable to the County for collection of assessments; (d) compensation of any engineer or attorney employed to render services in proceedings pursuant to this part; (e) any other expenses incidental to the construction, installation, or maintenance and servicing of the improvements; (f) any expenses incidental to the issuance of bonds or notes pursuant to Streets & Highways Code Section 22662.5; and (g) costs associated with any elections held for the approval of a new or increased assessment (Streets & Highways Code Section 22526). The assessment proceeds will be exclusively used for improvements within the District plus incidental expenses. Reference is made to the plans and specifications, including specific expenditure and improvement plans by park/recreation site, which are on file with the City.

4. ESTIMATE OF COSTS

The estimate of costs provided in this Engineer's Report is for Fiscal Year 2024/25 and is derived from a multi-year, City-wide parks and recreation improvement plan that includes significant new recreation facilities such as neighborhood and community parks, a family aquatics center, two covered year-round swimming pools, two recreation centers, a public amphitheater, a multi-field softball complex, improvements to park safety including enhanced lighting, additional walkways and trails, replacement of antiquated playground equipment, and enhanced park maintenance services.

The estimated costs of maintenance and servicing the improvements as described in the Plans and Specifications are summarized below.

Park Maintenance and Recreation Improvement District Budget	
Description	**Proposed FY 2024/25 Costs**
Beginning Fund Balance	$306,126.27
Installation, Maintenance & Servicing Costs [1]	
Maintenance & Operation of Vision Facilities	$2,578,500.00
Maintenance of Parks & Recreation Facilities [2]	4,316,271.65
Totals for Installation, Maintenance & Servicing	**$6,894,771.65**
Less: City Contribution [3]	**($2,757,908.66)**
Net Cost of Installation, Maintenance & Operation	**$4,136,862.99**
Incidental Costs	
Collection and Administration	$0.00
Totals for Incidentals	**$0.00**
Less: Fund Balance Contribution	**($973,222.51)**
Fiscal Year 2024/25 Net Amount to be Assessed [4]	**$3,163,640.48**
Estimated Ending Fund Balance	($667,096.24)

Budget Allocation to Property [5]				
Zone of Benefit	**Parcels** [6]	**SFE Units** [7]	**FY 2024/25 Maximum Assessment Rate Per SFE**	**FY 2024/25 Amount to be Assessed**
Zone A	42,862	49,204.29	$61.76	$3,038,829.65
Zone B	360	132.59	30.88	4,091.59
Zone C	2,240	1,954.66	61.76	120,719.24
Totals:	**45,462**	**51,291.54**		**$3,163,640.48**

Notes to Estimate of Costs:

(1) Additional details regarding budgeted improvements and future projects are as follows:
    - Rancho Vista Park – park site with open space, restrooms, playground, and parking lot.
    - Vacant lot next to Amphitheater – design for park and ride.
    - Arnie Quinones Park – design of future additional features including restroom, paved parking lot, lighting, tot lot, and pathways.
    - Marie Kerr Park Upgrades – tot lot upgrades.
    - Dry Town Water Park Upgrades – refurbishment of three existing slides, tower, and Little Miner's camp.
    - Dry Town Lazy River Replastering – replastering of lazy river, construction was expected to begin April 2020.
    - Palmdale Oasis Park Upgrades – design and possible construction of play area, playground equipment, restroom facility, landscaping and irrigation of fields, additional parking.
    - Domenic Massari Upgrades – sidewalk improvements throughout the park construction was expected to begin summer 2020, three new basketball courts with covers and upgrades to existing basketball court.
    - Sam Yellen Park – design of Phase 2 upgrades.
    - McAdam Park Renovations – upgrades to existing restroom facility.
    - Sports Field Renovation – field upgrades and renovations as needed at various park sites.

(2) The item, “Maintenance of Park and Recreation Facilities,” would provide funding for enhanced maintenance of all parks and recreation facilities on a daily basis, seven days per week. Services would include mowing turf, trimming and caring for landscaping, fertilization and aeration of grounds and playfields, routine maintenance and safety inspections, painting, replacing/repairing broken or damaged equipment, trash removal and cleanup, irrigation and irrigation system maintenance, and other services as needed.

(3) As determined in the following section, at least 40% of the $ 6,894,772 total cost of Park Improvements, Installation, Maintenance and Servicing, must be funded from sources other than the assessments, to cover any general benefits from the improvements. Therefore, $ 2,757,909 or 40% of the total for Installation, Maintenance and Servicing is for general benefits that cannot be assessed to property owners in the District. The additional amount contributed is the City’s contribution in excess of the estimated general benefits.

(4) Includes installment rounding for Los Angeles County tax roll purposes.

(5) The Act stipulates that proceeds from the assessments must be deposited into a special fund that has been set up for the revenues and expenditures of the District. Moreover, funds raised by the assessment shall be used only for the purposes stated within this Engineer’s Report. Any balance remaining at the end of the fiscal year, July 1, must be carried over to the next fiscal year. The City may also establish a reserve fund for contingencies and special projects as well as a capital improvement fund for accumulating funds for larger capital improvement projects or capital renovation needs. Any remaining unexpended balance would either be placed in the reserve fund, the capital improvement fund, or would be used to reduce future years' Assessments.

(6) Includes only parcels levied.

(7) Single Family Equivalent Unit. See "Method of Assessment" for explanation of SFE apportionment.

5. METHOD OF APPORTIONMENT

The following section includes an explanation of the benefits derived from the improvements to park and recreation facilities and improvements throughout the City, as well as a description of the assessment methodology used to apportion the total assessment to properties within the District. ***Previous annual Engineer's Reports were prepared by a different engineer of record and specific language from the prior year Engineer's Report[7] has been referenced to describe the Method of Apportionment within the following section of this report.*** [8]

The District consists of all assessor parcels within the boundaries of the City. The method used for apportioning the assessment is based upon the proportional special benefits conferred to the properties over and above the general benefits conferred to real property in the District or to the public at large. Special benefit is calculated for each parcel in the District using the following process:

1. Identification of all benefit factors derived from the improvements;
2. Calculation of the proportion of these benefits that are general;
3. Determination of the relative special benefit within different areas within the District;
4. Determination of the relative special benefit per property type; and
5. Calculation of the specific assessment for each individual parcel based upon special vs. general benefit; location, property type, property characteristics, improvements on property and other supporting attributes.

5.1 Discussion of Benefit

In summary, the assessments can only be levied based on the special benefit to property. Any and all general benefit, including benefit that is indirect or derivative, must be funded from another source. This special benefit is received by property over and above any general benefits from the improvements. With reference to the requirements for assessments, Section 22573 of the Act states:

> *"The net amount to be assessed upon lands within an assessment district may be apportioned by any formula or method which fairly distributes the net amount among all assessable lots or parcels in proportion to the estimated benefits to be received by each such lot or parcel from the improvements."*

Proposition 218, as codified in Article XIII D of the California Constitution, has confirmed that assessments must be based on the special benefit to property and that the value of the special benefits must reasonably exceed the cost of the assessment:

> *"No assessment shall be imposed on any parcel which exceeds the reasonable cost of the proportional special benefit conferred on that parcel."*

[7] *Annual Engineer's Report, City of Palmdale, Park Maintenance and Recreation Improvement District, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020 ("Prior Engineer's Report").*

[8] *Method of Apportionment and subsections as detailed in the Annual Engineer's Report, City of Palmdale, Park Maintenance and Recreation Improvement District, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

Since assessments are levied on the basis of special benefit, they are not a tax and are not governed by Article XIII A of the California Constitution.

The *SVTA* decision also clarifies that a special benefit is a service or improvement that provides a direct advantage to a parcel, and that indirect or derivative advantages resulting from the overall public benefits from a service or improvement are general benefits. The *SVTA* decision also provides specific guidance that park improvements are a direct advantage and special benefit to property that is proximate to a park that is improved by an assessment:

> *The characterization of a benefit may depend on whether the parcel receives a direct advantage from the improvement (e.g. proximity to a park) or receives an indirect, derivative advantage resulting from the overall public benefits of the improvement (e.g. general enhancement of the district's property values).*

Finally, Proposition 218 twice uses the phrase "over and above" general benefits in describing special benefit (Art. XIIID, sections 2(i) & 4(f)). The *SVTA* decision further clarifies that special benefits must provide a direct advantage to benefiting property and that proximity to a park is an example of a special benefit.

5.2 Benefit Factors

The improvements are expected to confer certain special benefits to parcels within the District. Pursuant to the Prior Engineer's Report, the special benefit conferred to parcels is more fully described below:

EXTENSION OF A PROPERTY'S OUTDOOR AREAS AND GREEN SPACES FOR PROPERTIES WITHIN CLOSE PROXIMITY TO THE IMPROVEMENTS

In large part, because it is cost prohibitive to provide large open land areas on property in the District, the residential, commercial and other benefiting properties in the District do not have large outdoor areas and green spaces. The parks in the District provide these larger outdoor areas that serve as an effective extension of the land area for proximate properties because the improvements are uniquely proximate and accessible to property in close proximity to the improvements. The improvements, therefore, provide an important, valuable and desirable extension of usable land area for the direct advantage and special benefit of properties with good and close proximity to the improvements.

According to the industry-standard guidelines established by the National Park and Recreation Association (the "NPRA"), neighborhood parks in urban areas have a service area radius of generally one-half mile and community parks have a service area radius of approximately two miles. The service radii for neighborhood parks and neighborhood green spaces were specifically established to give all properties within these service radii close proximity and easy walking access to such public land areas. Likewise, community parks, with their large size, have a somewhat larger service area. Since proximate and accessible parks serve as an extension of the usable land area for property in the service radii and since the service radii was specifically designed to provide close proximity and access, the parcels within this service area clearly receive a direct advantage and special benefit from the improvements - and this advantage is not received by other properties or the public at large.

An analysis of the service radii for the improvements finds that all properties in the District enjoy the distinct and direct advantage of being close and proximate to parks within the District. The benefiting properties in the District therefore uniquely and specially benefit from the improvements.

PROXIMITY TO IMPROVED PARKS AND RECREATIONAL FACILITIES

Only the specific properties within close proximity to the improvements are included in the District. Therefore, property in the District enjoys unique and valuable proximity and access to the improvements that the public at large and property outside the District do not share.

In absence of the assessments, the improvements would not be provided and the parks and recreation areas in the District would be degraded due to insufficient funding for maintenance, upkeep and repair. Therefore, the assessments provide improvements that are over and above what otherwise would be provided. Improvements that are over and above what otherwise would be provided do not by themselves translate into special benefits but when combined with the unique proximity and access enjoyed by parcels in the District, they provide a direct advantage and special benefit to property in the District.

ACCESS TO IMPROVED PARKS, OPEN SPACE AND RECREATIONAL AREAS

Since the parcels in the District are nearly the only parcels that enjoy close access to the improvements, they directly benefit from the unique close access to improved parks, open space and recreation areas that are provided by the assessments. This is a direct advantage and special benefit to property in the District.

IMPROVED VIEWS

The District, by maintaining the landscaping at its park, recreation and open space facilities provides improved views to properties with direct line-of-sight as well as other local properties which benefit from improved views when property is accessed. Therefore, the improved and protected views provided by the assessments are another direct and tangible advantage that is uniquely conferred upon property in the District.

5.3 Benefit Finding

In summary, real property located within the boundaries of the District distinctly and directly benefits from closer proximity, access and views of improved parks, recreation facilities, open space, landscaped corridors, greenbelts, trail systems and other public resources funded by the assessments. The improvements are specifically designed to serve local properties in the District, not other properties or the public at large. The public at large and other properties outside the District receive only limited benefits from the improvements because they do not have proximity, good access or views of the improvements. These are special benefits to property in the District in much the same way that sewer and water facilities, sidewalks and paved streets enhance the utility and desirability of property and make them more functional to use, safer and easier to access.

5.4 General Versus Special Benefit

Article XIII C of the California Constitution requires any local agency proposing to increase or impose a benefit assessment to “separate the general benefits from the special benefits conferred on a parcel.” The rationale for separating special and general benefits is to ensure that property owners subject to the benefit assessment are not paying for general benefits. The assessment can fund special benefits but

cannot fund general benefits. Accordingly, a separate estimate of the special and general benefit is given in this section. In other words:

Total Benefit	=	General Benefit	+	Special Benefit

There is no widely-accepted or statutory formula for general benefit. General benefits are benefits from improvements or services that are not special in nature, are not "particular and distinct" and are not "over and above" benefits received by other properties. *SVTA* provides some clarification by indicating that general benefits provide "an indirect, derivative advantage" and are not necessarily proximate to the improvements.

The starting point for evaluating general and special benefits is the current, baseline level of service. The assessment will fund Improvements "over and above" this general, baseline level and the general benefits estimated in this section are over and above the baseline. A formula to estimate the general benefit is listed below:

General Benefit	=	Benefit to Real Property Outside the District	+	Benefit to Real Property Inside the District that is Indirect and Derivative	+	Benefit to the Public at Large

Special benefit, on the other hand, is defined in the California Constitution as "a particular and distinct benefit over and above general benefits conferred on real property located in the district or to the public at large." The *SVTA* decision indicates that a special benefit is conferred to a property if it "receives a direct advantage from the improvement (e.g., proximity to a park)." In this assessment, as noted, properties in the District have close and unique proximity, views and access to the improvements and uniquely improved desirability from the improvements and other properties and the public at large do not receive significant benefits because they do not have proximity, access or views of the improvements. Therefore, the overwhelming proportion of the benefits conferred to property is special and is only minimally received by property outside the District or the public at large.

5.5 Calculating General Benefit

Pursuant to information detailed in the Prior Engineer's Report, the general benefit is conservatively estimated and described, and then budgeted so that it is funded by sources other than the assessment.

BENEFIT TO PROPERTY OUTSIDE THE IMPROVEMENT DISTRICT

Properties within the District receive almost all of the benefits from the improvements because properties in the District enjoy unique close proximity and access to the improvements that is not enjoyed by other properties or the public at large. However, certain properties within the proximity/access radius of the improvements, but outside of the boundaries of the District, may receive some benefit from the improvements. Since this benefit is conferred to properties outside the District boundaries, it contributes to the overall general benefit calculation and will not be funded by the assessments.

The properties outside the District and within the proximity radii for neighborhood parks in the District receive benefits from the improvements. Since these properties are not assessed for their benefits because they are outside of the area that can be assessed by the District, this is a form of general benefit to the public at large and other property. A 50% reduction factor is applied to these properties because they are all on only one side of the improvements while properties in the District enjoy the advantage of over twice the average proximity to the improvements. Per the Prior Engineer's Report, the general benefit to property outside of the District is calculated as follows:

Assumptions:

5,190	parcels outside the District but within 0.5 miles of a park within the District
47,684	parcels in the District
50%	relative benefit compared to property within the District

Calculation of General Benefit to Property Outside the District

= 5,190 / (47,684 + 5,190) * 50% = **4.9%**

Although it can reasonably be argued that the improvements inside, but near the District boundaries are offset by similar park and recreational improvements provided outside, but near the District boundaries, we use the more conservative approach of finding that 4.9% of the improvements may be of general benefit to property outside the District.

BENEFIT TO PROPERTY INSIDE THE DISTRICT THAT IS INDIRECT AND DERIVATIVE

The "indirect and derivative" benefit to property within the District is particularly difficult to calculate. A solid argument can be presented that all benefit within the District is special, because the improvements are clearly "over and above" and "particular and distinct" when compared with the baseline level of service and the unique proximity, access and views of the Improvements enjoyed by benefiting properties in the District. Nevertheless, the *SVTA* decision indicates that there may be general benefit "conferred on real property located in the district". A measure of the general benefits to property within the assessment area is the percentage of land area within the District that is publicly owned and used for regional purposes such as major roads, rail lines and other regional facilities because such properties used for regional purposes could provide indirect benefits to the public at large. Approximately 3% of the land area in the District is used for such regional purposes, so this is a measure of the general benefits to property within the District.

BENEFIT TO THE PUBLIC AT LARGE

The general benefit to the public at large can be estimated by the proportionate amount of time that the District's parks and recreational facilities are used and enjoyed by individuals who do not contribute to the assessment in any way (i.e. do not pay the assessment or local taxes or fees that support the City.[9] A

[9] *Per the formation engineer, when District facilities are used by those individuals, the facilities are not providing benefit to property within the City. Use under these circumstances is a measure of general benefit. For example, a non-resident who is drawn to utilize the City facilities and shops at local businesses while in the area would provide special benefit to business properties as a result of his or her use of the Improvements. Conversely, one who uses City facilities but does not reside, work, shop or own property within the City boundaries does not provide special benefits to any property and is considered to be a measure of the general benefits.*

survey of park and recreation facility usage conducted by the formation engineer found that less than 8% of the City's park and recreation facility usage is by those who do not live or work within City boundaries. [10]

Several of the improvements such as the family aquatics center, amphitheater and sports complex are the type of public resources that draw residents from throughout the community. Therefore, they are deemed to be of benefit to all properties within the City. Due to their "draw" these types of facilities may also serve to bring in somewhat higher numbers of people who do not contribute to the assessment in any way. Of the proposed facilities, the Family Aquatics Center warrants further analysis to estimate potential resident/non-resident use. Resident/non-resident use statistics vary depending on the specifics of the community such as proximity to other communities and location of other similar aquatics centers. The City is largely separated by distance from other urbanized areas, which should serve to reduce the percentage of non-resident use. Data from other communities deemed to be similar in amenities and location finds that the percentage of non-resident use can vary from 15% up to approximately 50%. A non-resident use percentage of 50% will be used as a conservative estimate for this facility.

Although many of the non-resident users of the City's aquatics facility will shop or work in the community, this unadjusted data will be used as a conservative measure of general benefits. This measure of the general benefits from family aquatics facilities is combined with the findings of the park and recreation facility usage survey to conservatively estimate the overall level of general benefits. Using an equal weighting of both measures of general benefits, 29% of the benefits conferred by the proposed maintenance and improvements are determined to be general benefits to the public at large.

TOTAL GENERAL BENEFITS

Using a sum of these three measures of general benefit, the Prior Engineer's Report found that approximately 37% of the benefits conferred by the improvements may be general in nature and should be funded by sources other than the assessment.

General Benefit Calculation:

4.9%	Outside the District
+ 3.0%	Property within the District
+ 29.0%	Public at Large
= 36.9%	**Total General Benefit**

Although the analysis finds that 36.9% of the assessment may provide general benefits, the Prior Engineer's Report established a requirement for a minimum contribution from sources other than the assessments of 40%. This minimum contribution above the measure of general benefits will serve to provide additional coverage for any other general benefits. The City's total budget for maintenance and operation of its parks and recreational facilities is $6,894,772. Of this total budget amount, the City will contribute at least $2,757,909(or 40%) from sources other than the assessments, to cover any general benefits that cannot be assessed to property owners in the District.

[10] *A total of 534 park users were surveyed at different parks and recreation facilities on different days and times between the months of July 2001 and March 2002. 41 respondents (7.7%) indicated that they did not reside or work within the City.*

5.6 Zones of Benefit

As detailed in the Prior Engineer's report, the boundaries of the District have been carefully drawn to include the properties in the City that are proximate to the proposed improvements and that would materially benefit from the improvements. In other words, the boundaries of the District have been narrowly drawn to include only properties that will specially benefit from the proposed improvements and would receive a declining level of service if the assessments were not approved.

The *SVTA* decision indicates:

> *In a well-drawn district — limited to only parcels receiving special benefits from the improvement — every parcel within that district receives a shared special benefit. Under section 2, subdivision (i), these benefits can be construed as being general benefits since they are not "particular and distinct" and are not "over and above" the benefits received by other properties "located in the district."*
>
> *We do not believe that the voters intended to invalidate an assessment district that is narrowly drawn to include only properties directly benefiting from an improvement. Indeed, the ballot materials reflect otherwise. Thus, if an assessment district is narrowly drawn, the fact that a benefit is conferred throughout the district does not make it general rather than special. In that circumstance, the characterization of a benefit may depend on whether the parcel receives a direct advantage from the improvement (e.g., proximity to park) or receives an indirect, derivative advantage resulting from the overall public benefits of the improvement (e.g., general enhancement of the district's property values).*

In the District, the advantage that each parcel receives from the improvements is direct, and the boundaries are narrowly drawn to include only parcels that benefit from the assessment.

Due to their greater distance and reduced proximity from the improvements, one area of the City is deemed to receive lesser benefit from the improvements than other urbanized areas of the City. The area of reduced relative benefit is generally described as all parcels east of 90th Street East on the south and east of US Air Force Plant 42, and all parcels east of 50th Street East on the north and east of US Air Force Plant 42. This area is hereinafter referred to as Zone of Benefit B or Zone B and is depicted on the Assessment Diagram included with this report.

In Fiscal Year 2006/07 a new zone of benefit, Zone of Benefit C or Zone C, was created for parcels previously designated as being also within Zone B and located in the western areas of the District. Zone C covers all contiguous parcels within the boundaries of the City, generally west and south of the California Aqueduct, including all the parcels in Assessor's Parcel Books 3205, 3206, 3216 and 3217, within the boundaries of the City. The special benefit received by parcels in Zone C was revised as public parks and recreation facilities are installed, maintained and serviced by the District closer to property in Zone C, making the special benefit to be received in this area similar to that of areas in Zone A. As a result of the additional special benefits, an increased rate of assessment was proposed for parcels in Zone C, and after receiving the support of the property owners in Zone C, the increased assessment rate was first applied for Fiscal Year 2006/07.

All other properties within the District are classified into Zone of Benefit A or Zone A. All three Zones of Benefit, Zones A, B and C, are depicted on the Assessment Diagram included with this report and are listed on the Assessment Roll.

Zone A and Zone C improvements are similarly accessible to all properties within each Zone of Benefit. Therefore, benefits from the improvements do not further vary based on proximity of the parcels to the improvements within Zone A and Zone C because the increased benefits of greater proximity to the improvements are generally offset by a parallel increase in negative factors such as higher levels of traffic, noise, etc. that comes with increased proximity.

Since properties in Zone B (east) are generally twice the distance from the improvements funded by the assessments, it is estimated that the relative level of benefit to properties in Zone B is 50% the benefit received by properties in Zone A and Zone C. The proposed assessments for properties in Zone B will therefore be 50% of the amount of assessment for similar properties in Zone A and Zone C. The relative proximity to improvements is generally equivalent in Zone A and Zone C so the assessment rates for Zones A and C are equal.

5.7 Method of Assessment

As previously discussed, the assessments provide specific improvements that confer direct and tangible special benefits to properties in the District. These benefits can partially be measured by the occupants on property in the District because such parcel population density is a measure of the relative benefit a parcel receives from the improvements. Therefore, the apportionment of benefit is partially based the population density of parcels.[11]

It should be noted that many other types of "traditional" assessments also use parcel population densities to apportion the assessments. For example, the assessments for sewer systems, roads and water systems are typically allocated based on the population density of the parcels assessed. Moreover, assessments have a long history of use in California and are in large part based on the principle that benefits from a service or improvement funded by assessments that is enjoyed by tenants and other non-property owners ultimately is conferred directly to the underlying property. [12]

The next step in apportioning assessments is to determine the relative special benefit for each property. This process involves determining the relative benefit received by each property in relation to a single family home, or, in other words, on the basis of Single Family Equivalents (SFE). This SFE methodology is commonly used to distribute assessments in proportion to estimated special benefit and is generally recognized as providing the basis for a fair and appropriate distribution of assessments. For the purposes of this report, all properties are designated a SFE value, which is each property's relative benefit in relation

[11] *As detailed in the Annual Engineer's Report, City of Palmdale, Park Maintenance and Recreation Improvement District, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

[12] *For example, in Federal Construction Co. v. Ensign (1922) 59 Cal.App. 200 at 211, the appellate court determined that a sewer system specially benefited property even though the direct benefit was to the people who used the sewers: "Practically every inhabitant of a city either is the owner of the land on which he resides or on which he pursues his vocation, or he is the tenant of the owner, or is the agent or servant of such owner or of such tenant. And since it is the inhabitants who make by far the greater use of a city's sewer system, it is to them, as lot owners or as tenants, or as the servants or agents of such lot owners or tenants, that the advantages of actual use will redound. But this advantage of use means that, in the final analysis, it is the lot owners themselves who will be especially benefited in a financial sense."*

to a single family home on one parcel. In this case, the "benchmark" property is the single family detached dwelling which is one Single Family Equivalent or one SFE.

In the process of determining the appropriate method of assessment, alternatives were considered. For example, an assessment only for all residential improved property was considered but was determined to be inappropriate because commercial, industrial, and other properties also receive direct benefits from the improvements.

Moreover, a fixed or flat assessment for all properties of similar type was deemed to be inappropriate because larger properties receive a higher degree of benefit than other similarly used properties that are significantly smaller. For two properties used for commercial purposes, there is clearly a higher benefit provided to the larger property in comparison to a smaller commercial property because the larger property generally supports a larger building and has higher numbers of employees, customers and guests that would benefit from proximity and improved access to well maintained and improved parks and recreational facilities. So, the potential population of employees or residents is a measure of the special benefits received by the property. Larger parcels, therefore, receive an increased benefit from the improvements.

Finally, the special benefits derived from the improvements are conferred on property and are not based on a specific property owner's use of the improvements, or a specific property owner's occupancy of property or the property owner's demographic status such as age or number of dependents. However, it is ultimately people who value the special benefits described above and use and enjoy the City's park and recreational facilities. In other words, the benefits derived to property are related to the average number of people who could potentially live on, work at, or otherwise could use a property, not how the property is currently used by the present owner. Therefore, the number of people who could or potentially live on, work at or otherwise use a property is one indicator of the relative level of benefit received by a property.

In conclusion, the information from the Prior Engineer's Report determined that the appropriate method of assessment apportionment should be based on the type and use of property, the relative size of the property, its relative population and usage potential and its proximity to parks and recreational facilities. This method is further described below.

RESIDENTIAL PROPERTIES

Certain residential properties in the District that contain a single residential dwelling unit are assigned one Single Family Equivalent or 1.0 SFE. Traditional houses, zero-lot line houses and townhomes are included in this category of single family residential property.

Properties with more than one residential unit are designated as multi-family residential properties. These properties benefit from the improvements in proportion to the number of dwelling units that occupy each property, the average number of people who reside in multi-family residential units versus the average number of people who reside in a single family home and the average size of multi-family residential units versus the average size of single family homes. The population density factors for the City, as depicted below, provide a partial basis for determining the SFE factors for residential properties. Using the total population in a certain property type in the City from the 1990 Census (the most recent data available when the District was established) and dividing it by the total number of such households, finds that approximately 3.32 persons occupy each single family residence, whereas an average of 2.69 persons

occupy each multi-family residence. Using the ratio of one Population Factor for each single-family residence, which equates to one Population Factor for every 3.32 persons, a 0.81 Population Factor would equate to one multi-family unit or a 0.81 Population Factor for every 2.69 residents. Likewise, each condominium unit receives a 0.81 Population Factor and each mobile home receives a 0.86 Population Factor.

Residential Density and Population Factors

	Total Population	Occupied Households	Persons per Household	Population Factor
Single Family Residential	49,488	14,905	3.32	1.00
Condominium	1,194	442	2.70	0.81
Multi-Family Residential	12,560	4,667	2.69	0.81
Mobile Home on Separate Lot	5,292	1,854	2.85	0.86

Source: 1990 Census, City of Palmdale.

Once established, Population Factors are adjusted to reflect the average structure size of different residential properties. This adjustment is needed because the special benefits are deemed to be relative to the potential population density and building area per dwelling unit. The average structure size of a single family residence in the City is 1,715 square feet, whereas the average multi-family residence is 920 square feet per unit, or 54% of the size of a single family residence. Likewise, the average condominium unit is 73% of the size of a single family residence and the average mobile home is 50% of the size of a single family residence. These building area percentages are applied to the Population Factors to determine the SFE benefit factors for residential properties. Therefore, multi-family properties with a 0.81 Population Factor and a 54% building area percentage will receive a 0.43 SFE.[13] Likewise, condominium units receive a 0.59 SFE and mobile homes on separate parcels receive a 0.43 SFE.

Residential Assessment Benefit Factors

	Average Square Feet	% of SFR	Population Factor	SFE Factor
Single Family Residential	1,715	100%	1.00	1.00
Condominium	1,250	73%	0.81	0.59
Multi-Family Residential	920	54%	0.81	0.43
Mobile Home on Separate Lot	855	50%	0.86	0.43

The SFE factor of 0.43 per dwelling unit for multi-family residential properties applies to such properties with 20 or fewer units. Properties in excess of 20 units typically offer on-site recreational amenities and other facilities that tend to offset some of the benefits provided by the improvements. Therefore, the benefit for properties in excess of 20 units is determined to be 0.43 SFE per unit for the first 20 units and 0.10 SFE per each additional unit in excess of 20 dwelling units.

[13] *(0.81 * 54% = 0.43)*

COMMERCIAL/INDUSTRIAL PROPERTIES

SFE values for commercial and industrial land uses are based on the equivalence of special benefit on a land area basis between single family residential property and the average commercial/industrial property. The SFE values for various commercial and industrial land uses are further defined by using average employee densities because the special benefit factors described previously can be measured by the average number of people who work at commercial/industrial properties. In order to determine employee density factors, the findings from the San Diego Association of Governments Traffic Generators Study (the "SANDAG Study") are used because these findings were approved by the State Legislature as being a good representation of the average number of employees per acre of land area for commercial and industrial properties. As determined by the SANDAG Study, the average number of employees per acre for commercial and industrial property is 24.

In comparison, the average number of people residing in a single family home in the area is 3.32. Since the average lot size for a single family home in the City is approximately 0.20 acres, the average number of residents per acre of residential property is 16.60.

The employee density per acre is generally 1.45 times the population density of single family residential property per acre (24 employees per acre / 16.60 residents per acre). Therefore, the average employee density can be used as the basis for allocating benefit to commercial or industrial property since a commercial/industrial property with 1.45 employees receives generally similar special benefit to a residential property with 1 resident. This factor of equivalence of benefit between 1 resident to 1.45 employees is the basis for allocating commercial/industrial benefit.

The table below shows the average employees per acre of land area or portion thereof for commercial and industrial properties and lists the relative SFE factors per fifth of an acre for properties in each land use category.

Commercial and industrial properties in excess of 5 acres generally involve uses that are more land intensive relative to building areas and number of employees (lower coverage ratios). As a result, the benefit factors for commercial and industrial property land area in excess of 5 acres is determined to be the SFE rate per fifth of an acre for the first 5 acres and the relevant SFE rate per each additional acre over 5 acres. Institutional properties that are used for residential, commercial or industrial purposes are also assessed at the appropriate residential, commercial or industrial rate.

Commercial/Industrial Density and Assessment Factors

Type of Commercial/Industrial Land Use	Average Employees per Acre [1]	SFE Units per 1/5 Acre [2]
Commercial	24	1.00
Office	68	2.84
Shopping Center	24	1.00
Industrial	24	1.00
Self Storage or Parking Lot	1	0.05

(1) Source: San Diego Association of Governments Traffic Generators Study.
(2) The SFE factors for commercial and industrial parcels are applied by the fifth of an acre of land area or portion thereof. Therefore, the minimum assessment for any assessable parcel in these categories is the SFR units listed herein.

VACANT PROPERTIES

The benefit to vacant properties is determined to be proportional to the corresponding benefits for similar type developed properties; however, at a lower rate due to the lack of improvements on the property. A measure of the benefits accruing to the underlying land is the average value of land in relation to improvements for developed property. An analysis of the Fiscal Year 2002/03 assessed valuation data for the City from the County of Los Angeles, found that approximately 35% of the assessed value of improved properties is classified as the land value. It is reasonable to assume, therefore, that approximately 35% of the benefits are related to the underlying land and 65% are related to the improvements and the day-to-day use of the property. Using this ratio, the SFE factor for vacant parcels is 0.35 per parcel.

The value of properties increases as properties are approved for parcel division and development. Likewise, the special benefits received by vacant property increases as the property is approved for parcel division and development. When property is approved for parcel division and development with a final map, the property has passed the final significant hurdle to development and can shortly undergo construction. Since the property is nearing the point of development, its special benefits increase. In addition, these properties are generally sold soon after completion of improvements, so the properties receive the additional benefit of desirability from prospective buyers due to the special benefits provided by proximity to the improvements in the City. It is therefore determined that property with tentative or final map approval receives 25% of the relative benefit per mapped dwelling unit or mapped parcel acreage compared to improved property of similar use-type.

OTHER PROPERTIES

Article XIII D stipulates that publicly owned properties must be assessed unless there is clear and convincing evidence that those properties receive no special benefit from the improvements.

All properties that are specially benefited are assessed. Other publicly owned property that is used for purposes similar to private residential, commercial, industrial or institutional uses is benefited and assessed at the same rate as such privately owned property.

Miscellaneous, small and other parcels such as roads, right-of-way parcels, reservoir or other water rights parcels that cannot be developed into other improved uses, limited access open space parcels, watershed parcels and common areas typically do not generate significant numbers of employees, residents, customers or guests and have limited economic value. These miscellaneous parcels receive minimal benefit from the improvements and are assessed an SFE benefit factor of 0.

As detailed by the formation engineer, church parcels and property used for educational purposes typically generate employees on a less consistent basis than other non-residential parcels. Many of these parcels also provide some degree of on-site amenities that serve to offset some of the benefits from the District. In addition, the City maintains reciprocal use arrangements with many educational properties that allow for the public, recreational use of these properties. Such public use tends to reduce the use and wear of City facilities. Therefore, these parcels receive minimal benefit and are assessed an SFE factor of 1.[14]

[14] *As detailed in the Engineer's Report, City of Palmdale, Park Maintenance and Recreation Improvement District, Fiscal Year 2002/03 dated April 2002.*

5.8 Cost of Living Inflator

Property owners in the District approved in an assessment ballot proceeding in 2002 the initial fiscal year benefit assessment for special benefits to their property including a Consumer Price Index ("CPI") increase schedule. As a result, the assessment may continue to be levied annually and may be increased up to the maximum annual CPI without any additional assessment ballot proceeding. In the event that in future years the assessments are levied at a rate less than the maximum authorized assessment rate, the assessment rate in a subsequent year may be increased up to the maximum authorized assessment rate without any additional assessment ballot proceeding.

The assessment rate is subject to an annual increase tied to the annual change in the Consumer Price Index for the Los Angeles Area as of January of each succeeding year, with the maximum annual increase not to exceed 3%. Any change in the CPI in excess of 3% shall be cumulatively reserved as the "Unused CPI" and shall be used to increase the maximum authorized assessment rate in years in which the CPI is less than 3%. The maximum authorized assessment rate is equal to the maximum assessment rate in the first fiscal year the assessment was levied, increased annually by the maximum of: 1) 3% or 2) the change in the CPI plus any Unused CPI as described above.

The annual percentage change in the CPI from January 2023 to January 2024 was 2.526%, and there was 7.28% of the Unused CPI carried over (as described above). Therefore, the cost of living inflator for Fiscal Year 2024/25 is 3.00%.

5.9 Fiscal Year 2024/25 Maximum Assessment

The maximum authorized assessment rate for Fiscal Year 2024/25 is increased by 3.00% which equates to $61.76 per SFE for Zones A and C, and $30.88 per SFE for Zone B. The District's budget, provided in the Estimate of Costs section of this Engineer's Report, proposes assessments for Fiscal Year 2024/25 at the rate of $61.76 per SFE for Zones A and C and $30.88 for Zone B, which is equal to the maximum authorized assessment rate.

5.10 Duration of Assessment

It is proposed that the assessment be levied for Fiscal Year 2004/05 and continued every year thereafter, so long as the parks and recreational areas need to be improved and maintained and the City requires funding from the assessments for District improvements. As noted previously, the assessment can continue to be levied annually after the City Council approves an annually updated Engineer's Report, budget for the assessment, improvements to be provided, and other specifics of the assessment. In addition, the City Council must hold an annual public hearing to continue the assessment.

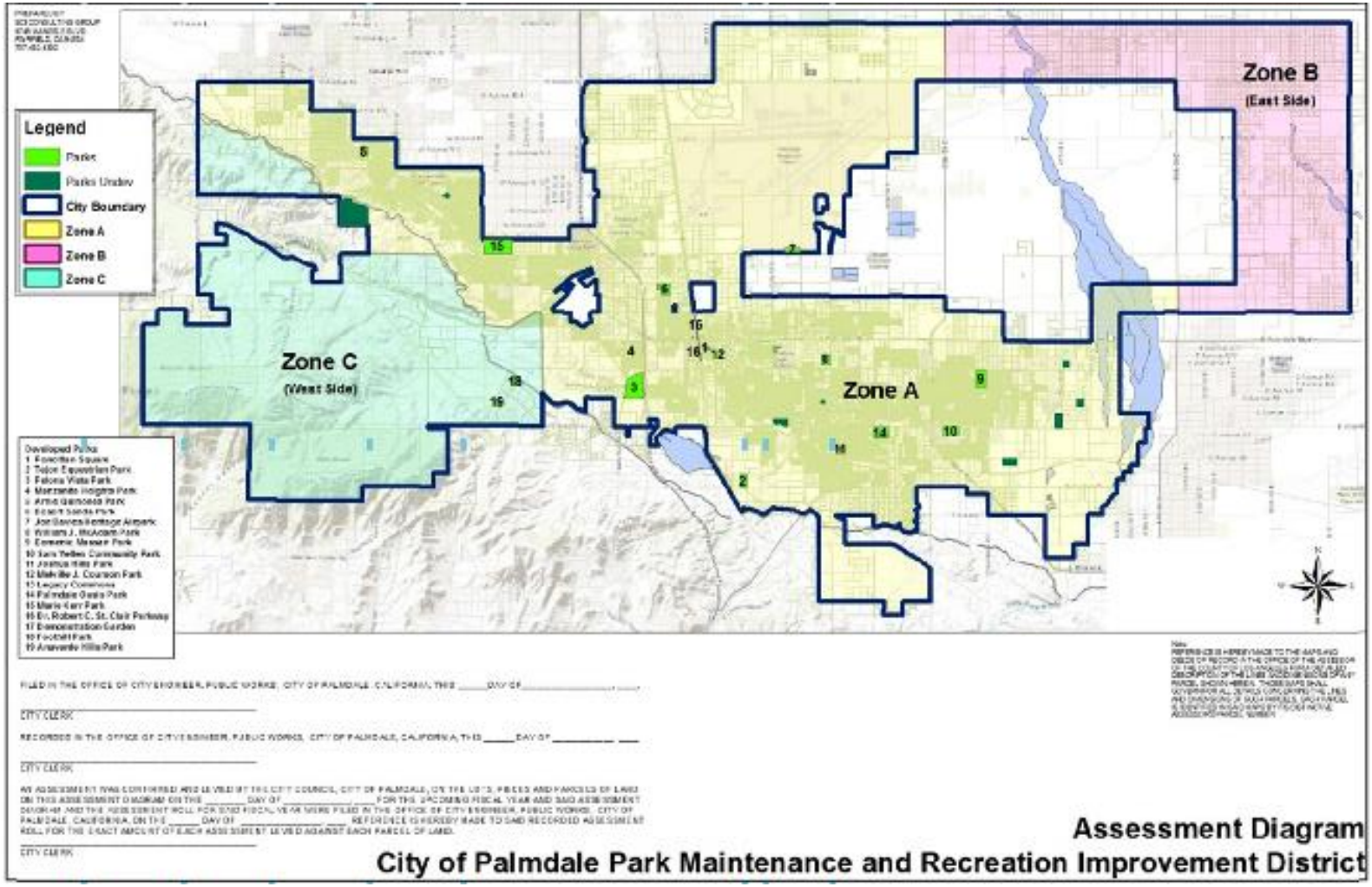
5.11 Appeals and Public Hearing

Any property owner who feels that the assessment levied on the subject property is in error, as a result of incorrect information being used to apply the foregoing method of assessment, may file a written appeal with the City of Palmdale Public Works department. Any such appeal is limited to correction of an assessment during the then current fiscal year or, if before July 1, the upcoming fiscal year. Upon the filing of any such appeal, the City of Palmdale Public Works Engineer or his or her designee will promptly review the appeal and any information provided by the property owner. If the Public Works Engineer of the City of

Palmdale or her or his designee finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been filed with the County for collection, the City Engineer or his or her designee is authorized to refund to the property owner the amount of any approved reduction. Any dispute over the decision of the City Engineer or her or his designee shall be referred to the Director of Public Works of the City of Palmdale, and the decision of the Director of Public Works of the City of Palmdale shall be final.

6. ASSESSMENT DIAGRAM

The District includes all properties within the boundaries of the City. The boundaries of the District are displayed on the following Assessment Diagram. The lines and dimensions of each lot or parcel within the District are those lines and dimensions shown on the maps of the County Assessor of the County of Los Angeles, at the time this Engineer's Report was prepared, and are incorporated by reference herein and made part of this Engineer's Report.


Legend
Parks
Parks Undev
City Boundary
Zone A
Zone B
Zone C
Zone B
(East Side)
Zone C
(West Side)
Zone A
Assessment Diagram
City of Palmdale Park Maintenance and Recreation Improvement District

7. ASSESSMENT ROLL

Assessor's parcel identification, for each lot or parcel subject to the assessment, shall be based on the County Assessor's secured roll data for the applicable year in which this report is prepared and is incorporated herein by reference.

A listing of assessor's parcels subject to the assessments for Fiscal Year 2024/25, along with the assessment amounts, is on file in the office of the City Engineer and incorporated herein by reference. Based on County Assessor's secured roll data, current assessor's parcels, including corrected and/or new assessor's parcels, will be submitted and/or resubmitted to the County Auditor/Controller. The annual assessment amount to be levied and collected for the resubmitted parcel(s) shall be determined in accordance with the method of apportionment and assessment rate approved in this report. Therefore, if a single assessor's parcel has a status change in development, other land use change, or subdivides into multiple assessor's parcels, the charge amounts applied to each of the new assessor's parcels shall be recalculated and applied according to the approved method outlined in the method of apportionment and assessment rate rather than a proportionate share of the original assessment amount.

The following table summarizes the Fiscal Year 2024/25 assessment for the District.

Zone of Benefit	Parcels [(1)]	SFE Units	FY 2024/25 Rate Per SFE	FY 2024/25 Assessment Amount
Zone A	42,862	49,204.29	$61.76	$3,038,829.65
Zone B	360	132.59	30.88	4,091.59
Zone C	2,240	1,954.66	61.76	120,719.24
Totals:	**45,462**	**51,291.54**		**$3,163,640.48**

(1) Includes only parcels levied.

CITY OF PALMDALE

Fiscal Year 2024/25 Engineer's Report For:

Streetlight Maintenance Assessment Districts and Annexations

May 2024

Prepared by:

NBS
helping communities fund tomorrow

nbsgov.com

Corporate Headquarters
32605 Temecula Parkway, Suite 100
Temecula, CA 92592
Toll free: 800.676.7516

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1. ENGINEER'S LETTER

WHEREAS, the City Council of the City of Palmdale (the "City"), State of California, under the Landscaping and Lighting Act of 1972 (the "Act"), directed NBS to prepare and file the Annual Engineer's Report for the Streetlight Maintenance Assessment Districts and Annexations (the "Districts") for Fiscal Year 2024/25, in accordance with Article 4 of Chapter 1 of the Act and Article XIII D of the California Constitution. The report presents the plans and specifications describing the general nature, location and extent of the improvements to be maintained, an estimate of the costs of the administration, maintenance, operations and servicing of the improvements for Fiscal Year 2024/25 , the diagram for the Districts, showing the area and properties to be assessed, and assessing the net amount upon the assessable lots and/or parcels within the Districts in proportion to the special benefit received.

NOW THEREFORE, the assessments as detailed in this Engineer's Report and as summarized in the table below are made to cover the portion of the estimated costs of maintenance, operation and servicing of said improvements to be paid by the assessable real property within the Districts in proportion to the special benefit received.

District[(1)]	Parcels[(2)]	EDUs[(3)]	Proposed FY 2024/25 Assessment Amount[(4)]
District No. 1 and No. 4	6,711	10,140.436	$1,290,781.91
District No. 2	1,419	1,480.918	186,032.38
District No. 3	32	32.000	52,561.60
District No. 5	31,609	34,946.000	3,348,525.72
Totals:	**39,771**	**46,599.354**	**$4,877,901.61**

(1) Includes District and Annexations. District No. 1 and No. 4 are combined for County tax roll purposes.
(2) Includes only parcels levied.
(3) Equivalent Dwelling Unit.
(4) A list of the Districts and Annexations containing the total proposed Fiscal Year 2024/25 assessments, the number of parcels assessed and assessment rate are detailed in Section 8 of this Engineer's Report.

I, the undersigned, respectfully submit this Engineer's Report and, to the best of my knowledge, information and belief, the Engineer's Report, Assessments, and the Assessment Diagram herein have been prepared, computed and levied in accordance with the assessment methodology adopted, approved and ordered by the City Council of the City of Palmdale at the time of each District formation.

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John G. Egan, P. E.
Assessment Engineer

2. INTRODUCTION

2.1 Background

The City provides maintenance and servicing of certain publicly owned streetlights throughout the City. In order to fund the maintenance and operation (the "Services") of these projects and improvements, the City has formed five Streetlight Maintenance Assessment Districts, including subsequent Annexations, covering over 40,880 parcels (which includes parcels that are active, but not yet subject to the assessment). The Districts have been formed and the levies have been made pursuant to Part 2 of Division 15 of the California Streets and Highways Code, commonly known as the Landscape and Lighting Act of 1972, and Article XIII D of the California Constitution (the "Article XIII D").

2.2 Assessment District Inventory

Currently, there are five Streetlight Maintenance Assessment Districts with 172 Annexation Districts overall, although some Annexations are not assessed (see the following section for annexation exceptions):

District No. 1 consists of residential and non-residential developments located throughout the City and that are not included within a Los Angeles County Lighting Maintenance District. District No. 1 has 144 individual annexations encompassing approximately 6,840 parcels.

District No. 2 includes the Anaverde Master Planned Community. District No. 2 includes two annexations and approximately 1,460 parcels.

District No. 3 includes the Ritter Ranch Master Planned Community. The number of parcels at build out is expected to be approximately 6,500 parcels, although this number will likely be subject to revision once development resumes in this area.

District No. 4, similar to District No. 1, consists of residential and non-residential developments located throughout the City, that are not included within a Los Angeles County Lighting Maintenance District, and that were annexed on or after 2010. District No. 4 has 24 individual annexations including approximately 70 parcels.

District No. 5 also consists of residential and non-residential developments located throughout the City. The designation of "District No. 5" was used for the first time in Fiscal Year 2014/15 to identify the approximately 32,900 parcels within the City that were previously covered under the Los Angeles County Lighting Maintenance District No. 1616 (CLMD 1616). LA County administered the streetlights assessments and managed the streetlights improvements up to Fiscal Year 2013/14. Starting Fiscal Year 2014/15 the City took over these functions from the County.

The designation of the existing Districts is as follows:

District No. 1, located throughout the City includes Annexation Nos. 001; 003 through 007; 009; 011; 013 through 080; 082 through 092; 095 through 097; 099 through 111; 113 through 117; 119 through 132; 134 through 137; 139 through 141, 144 through 152, 154, 186, and 203.

District No. 2, located in the Anaverde Master Planned Community consists of two districts, 800 and 801. Starting in Fiscal Year 2012/13 the numbers assigned to the districts in Anaverde will be in the 800 series.

District No. 3, located in the Master Planned Community of Ritter Ranch consists of one district. Starting in Fiscal Year 2012/13 the numbers assigned to the districts in Ritter Ranch will be in the 900 series.

District No. 4, located throughout the City includes Annexation Nos. 155, 156, 157, 158, 159, 160, 161, 162, 163, 164, 165, 166, 167, 168, 169, 170, 172, 173, 174, 175, 178, 180, 184 and 193.

District No. 5, located throughout the City and includes only one district, No. 91616.

For a detailed description of the above-mentioned Districts and Annexations, see Section 7 of this Engineer's Report.

2.3 Annexation Exceptions and Other District Information

Per City Policy, the projects within the Districts and Annexations that have been issued construction permits and have begun construction will be assessed.

Annexation Nos. 002, 008, 010, and 012 have overlapping LA County lighting districts and are not assessed by the City.

Annexation Nos. 058, 077, 116, 119, 124, 130, 131, 132, 145, 147, 148, 150 and 151 will not be assessed for Fiscal Year 2010/11 and future years.

Annexation Nos. 146, 149 and 152 were assessed for the first time in Fiscal Year 2009/10.

Annexation Nos. 154 and 155 were assessed for the first time in Fiscal Year 2010/11.

Annexation No. 156 was assessed for the first time in Fiscal Year 2011/12.

Annexation Nos. 801 was assessed for the first time in Fiscal Year 2012/13.

Annexation Nos. 161 and 163 were assessed for the first time in Fiscal Year 2013/14.

Annexation Nos. 162 and 166 were assessed for the first time in Fiscal Year 2014/15.

Annexation Nos. 159, 164, and 167 were assessed for the first time in Fiscal Year 2015/16.

Annexation Nos. 144, 173 and 175 were assessed for the first time in Fiscal Year 2019/20.

Annexation Nos. 180 and 184 were be assessed for the first time in Fiscal Year 2020/21.

Annexation Nos. 070, 072, 121, 128, 139, 157, 158, 160, 165, and 169 will not be assessed until development starts.

Annexation Nos. 168 and 193 were assessed for the first time in Fiscal Year 2021/22.

Annexation Nos. 091, 095, 111, 129, 186 were assessed for the first time in Fiscal Year 2022/23.

Annexation 060 has been dissolved as of April 6, 2016. The homeowner's association will undertake the maintenance of all improvements and services beginning Fiscal Year 2016/17.

2.4 Process for Annual Assessment

In each subsequent year for which the assessment will be continued and as required by the procedures specified in the 1972 Act, an Engineer's Report must be prepared on an annual basis which contains a full and detailed description of the improvements, the boundaries of the assessment district and any zones therein, and the proposed assessments upon assessable lots and parcels of land within the assessment district.

The City Council must also annually adopt a resolution of intention which:

- Declares the intention of the City Council to levy and collect assessments within the assessment district for the fiscal year stated therein.
- Generally describes the existing and proposed improvements and any substantial changes proposed to be made in existing improvements.
- Refers to the assessment district by its distinctive designation and indicates the general location of the assessment district.
- Refers to the report of the engineer, on file with the City Clerk, for a full and detailed description of the improvements, the boundaries of the assessment district and any zones therein, and the proposed assessments upon assessable lots and parcels of land within the assessment district.
- Gives notice of the time and place for public hearing by the City Council on the levy of the proposed assessment.
- States whether the assessment is proposed to increase from the previous year.

If the assessments are to be levied in the same or lesser amounts than the maximum assessment allowed, the City Clerk shall give notice of the public hearing by causing the resolution of intention to be published. Any interested person may, prior to the conclusion of the public hearing, file a written protest which shall state all grounds of objection. The protest shall contain a description sufficient to identify the property owned by the property owner filing the protest. During the course or upon conclusion of the hearing, the City Council may order changes in any of the matters provided in the report, including changes in the improvements, any zones within the assessment district, and the proposed diagram or the proposed assessment. If the assessment to be levied exceeds the maximum assessment allowed, the City must comply with the procedures specified in Article XIII D and Proposition 218.

The City Council, upon conclusion of the public hearing must then adopt a resolution confirming the diagram and assessment, either as originally proposed or as changed by it. The adoption of the resolution shall constitute the levy of an assessment for the fiscal year referred to in the assessment. If confirmed, the assessments would be submitted to the County Auditor Controller for inclusion on the property tax roll.

2.5 Legislative Context

In 1996, California Voters adopted Proposition 218, the "Right to Vote on Taxes Act" which added Articles XIII C and XIII D to the California Constitution. Article XIII D imposes certain substantive and procedural requirements on any agency that wishes to levy special assessments.

Article XIII D imposes four basic substantive requirements on assessments[1]:

- All parcels that will have a special benefit conferred upon them and upon which an assessment will be imposed must be identified;
- The general benefits must be distinguished from the special benefits conferred on the parcels;
- The proportionate special benefit derived by each parcel must be determined in relationship to the entirety of the capital improvement, the maintenance and operation expenses of the public improvement, or the cost of the property related service being provided; and
- The amount assessed to a parcel must not exceed the reasonable cost of the proportional special benefit conferred on that parcel and does not include any costs attributable to the general benefit.

Since the initial passage of Proposition 218, several court rulings have helped provide context and direction on the practical implementation procedures and requirements for levying assessments. Several of the key concepts from these rulings are summarized below.

GENERAL BENEFIT

Article XIII D requires an agency to separate the general benefits from the special benefits conferred because only special benefits are assessable.

The Court of Appeal in *Golden Hills Neighborhood Assn., Inc. v. City of San Diego* (2011) (*Golden Hills*)[2] clarified this concept by stating, "*Separation and quantification of general and special benefits must be accomplished by apportioning the cost of a service or improvement between the two and assessing property owners only for the portion of the cost representing special benefits*."

The Court of Appeal in *Beutz v. County of Riverside* (2010) (*Beutz*)[3] quoted from the Legislative Analyst's Office pamphlet titled "Understanding Proposition 218" which states an agency must, "*estimate the amount of special benefit landowners would receive from the project or service, as well as the amount of 'general benefit.' This step is needed because Proposition 218 allows local government to recoup from assessments only the proportionate share of cost to provide the special benefit.*"

The Court in *Beutz* furthered this idea stating, "*Separating the general from the special benefits of a public improvement project and estimating the quantity of each in relation to the other is essential if an assessment is to be limited to the special benefits*."

The Court of Appeal in *Silicon Valley Taxpayers' Association Incorporated v. Santa Clara County Open Space Authority* (2008) (*SVTA*)[4] clarified that general benefits are not restricted to benefits conferred only on persons and property outside the assessment district but can include benefits both conferred on real

[1] *California Constitution Article XIII D Section 4.*
[2] *Golden Hill Neighborhood Assn. v. City of San Diego CA4/1, D062203 (Cal. Ct. App. 2013)*
[3] *Beutz v. County of Riverside, 109 Cal. Rptr. 3d 851 (Cal. Ct. App. 2010)*
[4] *Silicon Valley Taxpayers' Association Incorporated v. Santa Clara County Open Space Authority, 44 Cal. 4th 431 (2008).*

property located in the district or to the public at large. The "public at large" includes all members of the public, including those who live, work, and shop within the district, and not simply transient visitors.

BENEFIT-BASED NOT COST-BASED

In *Bonander v. Town of Tiburon* (2009) (*Tiburon)*[5], the Court of Appeal clarified the idea that assessments must be apportioned based upon benefit rather than cost. The Court stated, "*Proportionate special benefit is the basis upon which a project's total assessable costs are apportioned among parcels within an assessment district.*"

The assessment on a particular property cannot be based on the relative cost of the improvements, but rather the special benefit conferred on such property. The Court in *Tiburon* also stated, "*an assessment represents the entirety of the cost of the improvement or property-related service, less any amount attributable to general benefits (which may not be assessed), allocated to individual properties in proportion to the relative special benefit conferred on the property*."

PUBLIC PROPERTY

Section 4, Subdivision (a) of Article XIII D states, in part, "*Parcels within a district that are owned or used by any agency, the State of California or the United States shall not be exempt from assessment unless the agency can demonstrate by clear and convincing evidence that those publicly owned parcels in fact receive no special benefit.*" Historically there had been differing opinions about whether this requirement that publicly owned property should not be exempt actually meant those properties must be assessed.

The Court of Appeal in *Manteca Unified School District v. Reclamation District No. 17 et al* (2017) *(Manteca)*[6] clarified this issue by stating, *"section 4, subdivision (a) of article XIII D of the California Constitution unambiguously conditions any continuing benefit assessment exemption on a showing by clear and convincing evidence of no special benefit.*"

IMPRECISION

The Court in *Tiburon* acknowledged the difficulty of trying to precisely assign and measure special benefit, stating, "*Any attempt to classify special benefits conferred on particular properties and to assign relative weights to those benefits will necessarily involve some degree of imprecision.*"

The Court in *Tiburon* went on to say that a formula assigning equal weight to different special benefits *"may be a legally justifiable approach to measuring and apportioning special benefits,* [but] *it is not necessarily the only valid approach. Whichever approach is taken to measuring and apportioning special benefits, however, it must be both defensible and consistently applied*."

[5] *Bonander v. Town of Tiburon, 147 Cal. App. 4th 1116 (Cal. Ct. App. 2007)*
[6] *Manteca Unified School District v. Reclamation District No. 17 et al, C077906 (Cal. Ct. App. 2017)*

3. PLANS AND SPECIFICATIONS

The work and improvements proposed to be undertaken by the City and the cost thereof paid from the levy of the annual assessment provide special benefit to assessor parcels within the Districts defined in the Method of Assessment herein. Consistent with the Act, the improvements are generally described as follows:

1. The installation, maintenance, and servicing of local streetlight and traffic signal structures in close proximity, within approximately 90 feet, to certain lots and parcels which provide a direct special benefit to such lots or parcels.
2. The installation, maintenance, and servicing of peripheral streetlight and traffic signal structures which provide a special benefit to all the assessable parcels within the Districts and Annexations whether or not such parcels are in close proximity to such lighting.
3. The installation or construction of public lighting facilities, or the acquisition of any existing improvements.

Plans and Specifications for the improvements for the Districts are voluminous and are not bound in this Engineer's Report but by this reference are incorporated and made a part of this report. The Plans and Specifications are on file in the office of the Director of Public Works where they are available for public inspection.

Article XIII D of the California Constitution defines "maintenance and servicing expenses" as, "the cost of rent, repair, replacement, rehabilitation, fuel, power, electrical current, care and supervision necessary to properly operate and maintain a permanent public improvement". The improvement funding includes, but is not limited to, the removal, repair, replacement or relocation of light standards, poles, bulbs, fixtures and appurtenances, electrical energy, supplies, engineering and incidental costs relating to the maintenance and servicing of the local and peripheral lighting and traffic signal improvements benefiting the parcels within the Districts.

The improvements to be maintained and serviced within the Districts are to be part of the local and peripheral streetlight and traffic signal system of the City that confers special benefit to the Districts' parcels. The specific location of both local and peripheral streetlight and traffic signal improvements within the City can be found on the Streetlight Inventory Maps maintained by the City and on file in the office of the Director of Public Works where they are available for inspection. The City also maintains a lamp location list that is a tabulated listing of every street in the Districts by alphabetical order. Included in the items listed for each lamp are the exact location by street address number and lamp size.

Also included within the City streetlight system are traffic signals and highway safety lights (lights mounted on traffic signal poles). Traffic signal improvements may include both local and peripheral traffic signals. Local traffic signals are signals or portions thereof installed within the Districts. Peripheral traffic signals are portions of traffic signals installed outside of the Districts.

The improvements to be maintained and serviced within the Districts include Southern California Edison-owned streetlights within the right of way of the local public streets located within the boundaries of the Districts. These lights are all within close proximity to the parcels within the Districts and have been

identified as receiving local lighting benefit in the Method of Assessment, and as such, provide special benefit to these parcels.

Peripheral streetlight improvements are located outside of the Districts; however, they do benefit parcels within the Districts to some degree.

Specifications for streetlights, traffic signals, and their installation within the Districts are included within a previously executed contract by and between the City and Southern California Edison, a copy of which is available in the Engineering Services Division of the Public Works Department.

The local lighting and peripheral lighting costs assessed in the existing Los Angeles County Streetlight District are not assessed as a part of the Districts identified in this Engineer's Report. Only costs outside the existing Los Angeles County Streetlight District boundaries will be assessed as a part of the Districts.

All streetlight maintenance will be performed by Southern California Edison.[7]

[7] *As detailed in the Annual Engineer's Report, City of Palmdale, Streetlight Maintenance Assessments Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

4. ESTIMATE OF COSTS

Fiscal Year 2024/25 estimated costs of maintenance and servicing the improvements as described in the Plans and Specifications are summarized below. The full itemized budget for the Districts is voluminous and is not bound in this Engineer's Report but by reference is incorporated and made a part of this Engineer's Report. The itemized budget is on file in the Department of Public Works, where it is available for public inspection. The tables below show the budget summary for the Districts.

Streetlight Maintenance Assessment Districts and Annexations Budget Budget Summary, Fiscal Year 2024/25	
Description	**Proposed FY 2024/25 Costs**
Streetlight Maintenance District No. 1 and No. 4	
Direct Maintenance Costs	$594,670
Utility Costs	372,000
Other Costs	237,670
Contribution To/From Reserves	86,442
Fiscal Year 2024/25 Amount to be Assessed	**$1,290,782**
Streetlight Maintenance District No. 2	
Direct Maintenance Costs	$81,790
Utility Costs	84,000
Other Costs	56,850
Contribution To/From Reserves	(36,608)
Fiscal Year 2024/25 Amount to be Assessed	**$186,032**
Streetlight Maintenance District No. 3	
Direct Maintenance Costs	$82,820
Utility Costs	0
Other Costs	39,500
Contribution To/From Reserves	(69,758)
Fiscal Year 2024/25 Amount to be Assessed	**$52,562**
Streetlight Maintenance District No. 5	
Direct Maintenance Costs	$2,061,810
Utility Costs	1,484,000
Other Costs	898,750
Contribution To/From Reserves	(1,096,034)
Fiscal Year 2024/25 Amount to be Assessed	**$3,348,526**
Total Fiscal Year 2024/25 Amount to be Assessed – All Districts	**$4,877,902**

A listing of the Districts containing the total Fiscal Year 2024/25 assessments, number of parcels to be assessed parcels, and the assessment rate per EDU is included in Section 8 of this Engineer's Report.

The following cost descriptions apply to the budget:

DIRECT COSTS

Maintenance Costs/Edison Costs. Labor, Material, and Equipment - Includes all labor, material, and equipment including electricity required to properly maintain and service the streetlight structures and appurtenant facilities within each District. All improvements within the Districts will be maintained and serviced on a regular basis.

Renovation. Repairs that are unforeseen and not normally included in the yearly maintenance cost. This may include repair of damage due to vandalism and traffic accidents. Planned upgrades of the improvements that provide a direct benefit to the Districts may also be included in renovation costs. [8]

UTILITY COSTS

Electricity. The furnishing of electricity required for the operation of the street lighting, applicable to service for the lighting of streets and highways of the lighting equipment and associated facilities.

OTHER COSTS

Personnel/Overhead. The cost of City staff for providing the coordination for Southern California Edison maintenance and servicing, responding to public concerns, and levying and collecting assessments. This includes reimbursement for time spent by Finance and Accounting, the City Attorney, the City Manager, and the Public Works staff.

Consultants. The cost of contracting with professionals to provide services specific to the levy and annual administration.

Professional Fees. These are the costs of contracting with professionals to provide any additional administrative or engineering services specific to the annexation such as the cost to prepare and mail notices of the public meeting and hearing, or preparation of assessment diagrams.

County Administration Fees. The costs charged by the County to place the assessments on the property tax rolls.

[8] *Costs descriptions as detailed in the Annual Engineer's Report, City of Palmdale, Streetlight Maintenance Assessments Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

5. METHOD OF APPORTIONMENT

The following section includes an explanation of the benefits to be derived from the installation, maintenance and servicing of the improvements throughout each District, as well as a description of the assessment methodology used to apportion the total assessment to properties within each District. ***Previous annual Engineer's Reports were prepared by a different engineer of record and language from the prior year Engineer's Report[9] has been referenced to describe the Method of Apportionment within the following section of this report.***[10]

The Districts consist of all assessor parcels within the boundaries as defined by the Assessment Diagram included with this report and the parcels identified by the Assessor Parcel Numbers listed with the included levy roll. The parcel list includes all privately and publicly owned parcels with the boundaries. The method used for apportioning the assessment is based on the proportional special benefits to be derived by the properties in the Districts over and above general benefits conferred on real property or to the public at large. The apportionment of special benefit is a two-step process: the first step is to identify the types of special benefit arising from the improvements, and the second step is to allocate the assessments to property based on the estimated relative special benefit for each type of property.

5.1 Special Benefit

The improvements are expected to confer certain special benefits to parcels within each District. Pursuant to the Prior Engineer's Report, the special benefit conferred to parcel is more fully described as follows:

> *In the Districts, the streetlight and traffic signal improvements are installed by the developers/owners, subdividers of the land. The continued maintenance is guaranteed through the inclusion of the land into a streetlight maintenance district. If the installation of the improvements and the guaranteed maintenance did not occur, the individual lots would not have originated and could not have been sold to any distinct and separate owner. The origination of each distinct and separate lot is a special benefit, which permits the construction of a building or structure on the property and the ownership and sale of the distinct lot in perpetuity.*
>
> *All the lots are established at the same time once the conditions regarding the improvements and the continued maintenance are met. As a result, each lot within the Districts receives a special and distinct benefit from the improvements and to the same degree.*
>
> *Over time, the improvements continue to confer a particular and distinct special benefit upon parcels within the Districts because of the nature of the improvements. The proper maintenance of the streetlights and appurtenant facilities reduces property-related*

[9] *Method of Apportionment and subsections as detailed in the Annual Engineer's Report, City of Palmdale, Streetlight Maintenance Assessments Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020 ("Prior Engineer's Report").*

[10] *Method of Apportionment and subsections as detailed in the Annual Engineer's Report, City of Palmdale, Streetlight Maintenance Assessments Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

crimes, especially vandalism, against properties in the Districts. All of the above-mentioned items also contribute to a specific enhancement to each of the parcels within the Districts.

The *SVTA* decision clarifies that a special benefit is a service or improvement that provides a direct advantage to a parcel and that indirect or derivative advantages resulting from the overall public benefits from a service or improvement are general benefits.

In addition to the special benefits described above (i.e., the origination of each parcel and reduction of crime) the proximate streetlights clearly make each parcel safer, more visible, more accessible, more useful, more valuable and more desirable; and this further strengthens the basis of these assessments.[11]

5.2 General Versus Special Benefit

General benefit is an overall and similar benefit to the public at large resulting from the improvements to be maintained by the assessments levied. Specific language describing the relationship and proportion of Special Benefit versus General Benefit from the Prior Engineer's Report has been included below:

The proceeds from the Districts are used to fund increased levels of maintenance to the Districts' improvements that serve and benefit the properties in the Districts. In the absence of the Districts, such improvements would not be properly maintained. Therefore, the Districts' purpose is to ensure that the necessary and beneficial public facilities for property in the Districts are properly maintained and repaired over time. The assessments will ensure that street lighting and associated improvements within and adjacent to the Districts are functional, well maintained and safe. These public resources directly benefit the property in the Districts and will confer distinct and special benefits to the properties within the Districts. Moreover, the absence of the improvements, a condition of development would not be met and future construction in the Districts could be denied. The creation of individual lots, if any, and the approval for construction in the Districts, is the overriding clear and distinct special benefit conferred exclusively on property in the Districts and not enjoyed by other properties outside the Districts. Therefore, the improvements provide special benefit to property in the Districts over and above the general benefits conferred to the public at large or properties outside the Districts.

Although the improvements maintained by the services may be available to the general public at large, the improvements and services are specifically designed, located and created to provide additional and improved resources for property inside the Districts, and not the public at large. Other properties that are outside the Districts do not enjoy the unique proximity and other special benefit factors described previously. These improvements and services are of special benefit to properties located within the Districts because they provide a direct advantage to properties in the Districts that would not be provided in the absence of the improvements. Any general benefits to surrounding properties outside of the Districts, if any there were, are collateral and conferred concomitantly. [12]

[11] *As detailed in the Annual Engineer's Report, City of Palmdale, Streetlight Maintenance Assessments Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020*

[12] *As detailed in the Annual Engineer's Report, City of Palmdale, Streetlight Maintenance Assessments Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

5.3 Quantification of General Benefit

Although the Prior Engineer's Report analysis used to support these assessments concludes that the benefits are solely special, as described above, consideration is made for the suggestion that a portion of the benefits are general. General benefits cannot be funded by these assessments – the funding must come from other sources.

The maintenance and servicing of these improvements is also partially funded, directly and indirectly from other sources including the City, Los Angeles County, and the State of California. This funding comes in the form of grants, development fees, special programs, and general funds, as well as direct maintenance and servicing of facilities (e.g. curbs, gutters, streets, drainage systems, etc.). This funding from other sources more than compensates for general benefits, if any, received by the properties within the Districts.

STEP 1 – CALCULATION OF GENERAL BENEFIT

The general benefits from this assessment may be quantified as illustrated in the following table.

Calculation of General Benefit[(1)]

Benefit Factor	Relative Weight	General Benefit Contribution	Relative General Benefit
Improved safety and security lighting for property	5	25%	1.25
Improved ingress and egress to property for vehicular traffic and pedestrians	5	25%	1.25
Creation of individual lots for development or approval of building improvements	90	0%	0
	100		2.5
	Total Calculated General Benefit =		**2.5%**

(1) Per the Prior Engineer's Report.

As a result, the City will contribute at least 2.5% of the total budget from sources other than the assessment. This contribution offsets any general benefits from the improvements and services.

STEP 2 – CALCULATE THE CURRENT GENERAL BENEFIT CONTRIBUTION FROM THE CITY

Pursuant to the Prior Engineer's Report, the overall general benefit contribution is the sum of the following components:

The City owns, maintains, rehabilitates and replaces curb and gutter along the border of the Districts' improvements. This curb and gutter serves to support, contain, retain, manage irrigation flow and growth, and provide a boundary for the improvements. The contribution from the City towards general benefit from the maintenance, rehabilitation, and replacement of the curb and gutter is conservatively estimated to be 1%.

The City owns and maintains a storm drainage system along the border of the Districts' improvements. This system serves to prevent flooding and associated damage to the improvements and manage urban runoff including local pollutants loading from the improvements. The contribution from the City towards general benefit from the maintenance and operation of the local storm drainage system is conservatively estimated to be 1%.

The City owns and maintains local public streets along the border of the Districts' improvements. These public streets provide access to the improvements as well as efficient maintenance. The contribution from the City towards general benefit from the maintenance of local public streets is conservatively estimated to be 1%.

The value of the construction of the improvements can be quantified and monetized as an annuity. Since this construction was performed and paid for by non-assessment funds, this "annuity" can be used to offset general benefit costs and is conservatively estimated to contribute 25%.

Therefore, the total General Benefit is conservatively quantified at 2.5% which is more than offset by the total non-assessment contribution towards general benefit of 28%.

5.4 Method of Assessment

The development of an assessment methodology requires apportioning benefit based upon the relative special benefit for each property. The precise language from the Prior Engineer's Report has been provided below:

> *The Districts' assessments are based on land use so that property owners are assessed in proportion to the benefits received. The land uses defined below are descriptive of all parcels in existence within Districts in Fiscal Year 2009/2010. In the event there is a question regarding the land use designation of any parcel in the Districts, the Department of Public Works will be responsible for administratively assigning one of the land uses listed below.*

Land Use Definitions

Land Use Code	***Land Use Description***
RES	*Single family residential parcels that benefit from local lighting*
RES-X	*Single family residential parcels that do not benefit from local lighting*
CONDO	*Condominium or town home parcels that benefit from local lighting*
APT	*Multiple family residential parcels that benefit from local lighting*
APT-X	*Multiple family residential parcels that do not benefit from local lighting*
MH	*Mobile homes that benefit from local lighting*
MH-X	*Mobile homes that do not benefit from local lighting*
NONRES	*Non-residential parcels that benefit from local lighting*
NONRES-X	*Non-residential parcels that do not benefit from local lighting*
VACANT	*Parcels without a building or similar structure that benefit from local lighting*
VACANT-X	*Parcels without a building or similar structure that do not benefit from local lighting*
EXEMPT	*Parcels exempt by law from the assessment, or those parcels that do not benefit for the Districts and Annexations*

Properties that do not benefit from local streetlights are designated with an "X" in the Land Use Code, and are not assessed for local lighting, but are assessed for their share of the costs for peripheral lighting and engineering and incidentals.

Local Lighting Apportionment. *The special benefit from the maintenance, operation, and servicing of local streetlights within the Districts only accrues to those parcels within the Districts located in areas where such lighting is provided. Therefore, parcels outside the Districts and/or without local streetlights are not assessed for the cost of providing such maintenance. Generally, a parcel is determined to have local lighting provided if a streetlight is within approximately 90 feet of the parcel. However, parcels within the Districts, regardless of location, are considered to benefit from such improvements installed within the Districts.*

Regarding local lighting, there exists the core benefit of available lighting for every parcel in the Districts near a streetlight. This "Availability" benefit is apportioned to parcels in the Districts on a per parcel basis. In addition to this benefit, parcels in the Districts benefit from improved safety related to the parcel itself ("Safety to Property").

Safety to Property. *The Safety to Property benefit results in a special benefit to both residential and vacant non-developable parcels because local lighting maintenance, operation, and servicing provides for the protection of buildings and personal property against crime such as theft and vandalism. The Safety to Property benefit is apportioned to properties in the Districts based on relative property size as available from the City of Palmdale Planning Department.*

Local Traffic Signal Apportionment*. The special benefit from the maintenance, operation, and servicing of local traffic signals, including highway safety lights mounted on the traffic signals within the Districts is similar to the streetlights. However, traffic signals are typically installed outside of the development and therefore benefit the general public.*

Traffic signals are installed as a result of the increased traffic generated by the development. There is no safety to property benefit as a result of the traffic signals. Therefore, the determination of benefit for traffic signals will use the same table as streetlights without the safety to property component.

The following Table - Local Lighting Benefit Factors shows the breakdown of the benefit points assigned to each land use for those properties located in District Nos. 1 through 4.

Local Lighting Benefit Factors

Land Use Description	*Safety Benefit*	*Availability Benefit*	*Total Equivalent Dwelling Units (EDUs)*
Single Family Residential (SFR)	*0.75/unit*	*0.25/parcel*	*1.00 EDU/parcel*
Condominium	*0.55/unit*	*0.25/parcel*	*0.80 EDU/parcel*
Multi-family up to 20 units	*0.54/unit*	*0.25/parcel*	*0.54 EDU/unit + 0.25 EDU/parcel*
Multi-family more than 20 units	*0.45/unit + 1.80/parcel*	*0.25/parcel*	*0.45 EDU/unit + 2.05 EDU/parcel*
Mobile Home up to 20 units	*0.33/unit*	*0.25/parcel*	*0.33 EDU/unit + 0.25 EDU/parcel*
Mobile Home more than 20 units	*0.20/unit + 2.60/parcel*	*0.25/parcel*	*0.20 EDU/unit + 2.85 EDU/parcel*
Nonresidential	*2.50/acre*	*1.50/acre*	*4.00 EDU/net acre*
Vacant	*0.25/parcel*	*0.25/parcel*	*0.50 EDU/parcel*

An EDU (Equivalent Dwelling Unit) is used as a way to relate dissimilar land uses such as commercial and residential. As an example, one acre of commercial is approximately equal to 4 residential parcels.

Peripheral Streetlights/Traffic Signals Apportionment. *All parcels in the Districts receive a special benefit from the installation, maintenance, operation, and servicing of safety lighting and streetlights, and traffic signals on peripheral streets located outside of the Districts. The peripheral lighting, traffic signals, safety lighting and capital improvements (Arterial Lighting) are provided throughout the City and all properties in the Districts may easily access these improvements. In contrast to the Local Lighting, Peripheral Lighting benefits properties primarily because the properties are provided safe peripheral street access. Therefore, Peripheral Lighting benefits will be apportioned to parcels in the Districts on a per unit basis taking into account demographic population information.*

Vacant properties, which have no people residing on the property, also benefit from Peripheral Lighting because of the convenience associated with emergency vehicle access and other traffic that must use the arterial streets to service the vacant properties in the Districts. Therefore, vacant parcels are assigned a per parcel benefit point. Vacant parcels are assigned benefit points based on the core benefit attributable to every assessable parcel in the Districts from Peripheral Lighting of 0.25 benefit points per parcel.

The following Table - Peripheral Lighting Benefit Factors shows the breakdown of the benefit points assigned to each land use for all assessable property in the Districts.

Peripheral Lighting Benefit Factors

Land Use Description	*Total Benefit Points*
Single Family Residential (SFR)	*1.00 EDU/parcel*
Condominium	*0.85 EDU/parcel*
Multiple Family	*0.95 EDU/parcel*
Mobile Home	*0.40 EDU/unit*
Nonresidential	*1.00 EDU/7,200 square feet (parcel size)*
Vacant	*0.25 EDU/parcel*

The following Table – Local Traffic Signal Benefit Factors shows the breakdown of the benefit points assigned to each land use for all assessable property in the Districts.

Local Traffic Signal Benefit Factors

Land Use Description	*Total Benefit Points*
Single Family Residential (SFR)	*0.75 EDU/parcel*
Condominium	*0.68 EDU/parcel*
Multiple Family	*0.45 EDU/parcel + 0.25 per parcel*
Mobile Home	*0.20 EDU/unit + 0.25 per parcel*
Nonresidential	*2.50 EDU/acre*
Vacant	*0.25 EDU/parcel*

Peripheral streetlights and traffic signals will remain peripheral until such time as they fall within the Districts. At such time, the streetlight or traffic signal will be removed from the peripheral inventory and placed within the Districts local lighting inventory. The total assessment for a parcel is thus a combination of the local lighting, traffic signals, and peripheral lighting benefit factors. Each element (local streetlights, local traffic signals, and peripheral improvements) will be determined individually.

Local Streetlights. *Assessments for local street lighting will be determined using factors from the Table - Local Lighting Benefit Factors and the current EDU assessment rate to maintain local streetlights within each individual District.*

Peripheral Improvements. *Assessments for peripheral improvements will be determined using factors from the Table - Peripheral Lighting Benefit Factors and the current EDU assessment rate to maintain these peripheral improvements throughout the Districts.*

Local Traffic Signals. *Assessments for local traffic signals will be determined using factors from the Table - Local Traffic Signal Benefit Factors and the current EDU assessment rate to maintain traffic signals within each individual District.*

5.5 Assessment District No. 5 Benefit Factors

Starting with Fiscal Year 2014/15, the City took over the administration of the streetlight assessments and the maintenance of the streetlight improvements within Streetlight Assessment District No. 5 consisting of approximately 32,800 parcels of residential and non-residential developments located throughout the City that were previously covered under the Los Angeles County Lighting Maintenance District No. 1616 (CLMD 1616). Los Angeles County administered the streetlights assessments and managed the streetlights improvements up to Fiscal Year 2013/14.

District No. 5 was formed to provide for the financing of streets lights within District No. 5 boundaries after receiving approval by property owners in 2003. District No. 5 method of assessment assigns benefit units according to the Los Angeles County land use codes, as shown in the following table.

District No. 5 Benefit Factors

Use Code	Use Code Description	Benefit Units
01XX	SINGLE RESIDENCE	1.00
02XX	DOUBLE, DUPLEX, OR TWO UNITS	2.00
03XX	THREE UNIT SINGLE RESIDENCES	2.50
04XX	FOUR UNIT SINGLE RESIDENCE	3.50
05XX	FIVE UNITS OR MORE SINGLE RESIDENCES	4.00
06XX	MODULAR HOMES	1.00
07XX	MOBILE HOMES	1.00
08XX	ROOMING HOUSES	4.50
09XX	MOBILE HOME PARKS	8.00
10XX	COMMERCIAL	0.00
11XX	STORES	4.00
12XX	STORE AND OFFICE COMBINATIONS	4.00
13XX	DEPARTMENT STORES	8.00
14XX	SUPERMARKETS	8.00
15XX	SHOPPING CENTERS (NEIGHBORHOOD, COMMUNITY)	6.50
16XX	SHOPPING CENTERS (REGIONAL)	6.50
17XX	OFFICE BUILDINGS	3.00
18XX	HOTEL AND MOTELS	8.00
19XX	PROFESSIONAL BUILDINGS	3.00
20XX	COMMERCIAL	0.00
21XX	RESTAURANTS, COCKTAIL LOUNGES, TAVERNS	5.00
22XX	WHOLESALE AND MANUFACTURING OUTLETS	6.50
23XX	BANKS, SAVINGS AND LOANS	3.00
24XX	SERVICE SHOPS (ELECTRIC REPAIR, PAINT SHOP, LAUNDRY)	3.00
25XX	SERVICE STATIONS - FULL SERVICE	4.00
26XX	AUTO SERVICE SHOPS (BODY & FENDER COMMERCIAL GARAGE)	6.00
27XX	PATRON OR EMPLOYEE PARKING LOTS (COMMERCIAL USE PROPERTIES)	2.50
28XX	ANIMAL KENNELS	2.00
29XX	NURSERIES OR GREENHOUSES	2.00
30XX	INDUSTRIAL	0.00
31XX	LIGHT MANUFACTURING PLANTS/SHOPS	5.00
32XX	HEAVY MANUFACTURING PLANTS	6.50
33XX	WAREHOUSING, DISTRIBUTION, STORAGE (UNDER 10,000 SQ FT)	5.00
34XX	FOOD PROCESSING PLANTS	5.00
35XX	MOTION PICTURE, RADIO, AND TELEVISION INDUSTRIES	6.50
36XX	LUMBER YARDS	3.00
37XX	MINERAL PROCESSING PLANTS	5.50
38XX	PARKING LOTS (INDUSTRIAL USE PROPERTIES)	2.00
39XX	OPEN STORAGE	5.50
40XX	IRRIGATED FARMS	0.00

District No. 5 Benefit Factors

Use Code	Use Code Description	Benefit Units
41XX	IRRIGATED FRUITS AND NUTS ORCHARDS	1.00
42XX	IRRIGATED VINEYARDS	1.00
43XX	IRRIGATED VINE AND BUSH FRUIT FARMS	1.00
44XX	IRRIGATED TRUCK CROPS	1.00
45XX	IRRIGATED FIELD CROPS	1.00
46XX	IRRIGATED PASTURE	1.00
47XX	IRRIGATED DAIRY FARM	1.00
48XX	POULTRY FARMS	1.00
49XX	FEED LOTS	1.00
50XX	DRY FARMS	0.00
51XX	DRY FRUITS AND NUTS ORCHARDS	1.00
52XX	DRY VINEYARDS	1.00
53XX	DRY FIELD CROPS	1.00
54XX	DRY PASTURE	1.00
55XX	DRY TIMBERLANDS - PINE	1.00
56XX	DRY TIMBERLANDS - FIR	1.00
57XX	DRY TIMBERLANDS - REDWOOD	1.00
58XX	DESERT LANDS	1.00
59XX	WASTE LANDS	1.00
60XX	RECREATIONAL	0.00
61XX	INDOOR MOVIE THEATRES	5.00
62XX	WATER RECREATION	0.00
63XX	BOWLING ALLEYS	8.00
64XX	CLUBS, LODGES, FRATERNAL ORGANIZATIONS	4.00
65XX	ATHLETIC AND AMUSEMENT FACILITIES	6.50
66XX	GOLF COURSES	3.00
67XX	RACE TRACKS	3.00
68XX	CAMPS	3.00
69XX	ICE SKATING RINK	8.00
70XX	INSTITUTIONAL	0.00
71XX	CHURCHES	2.00
72XX	SCHOOLS (PRIVATE)	2.00
73XX	COLLEGES, UNIVERSITIES (PRIVATE)	6.50
74XX	HOSPITALS	6.50
75XX	HOMES FOR AGED AND OTHERS	3.00
76XX	SENIOR DAY CAE	0.00
77XX	CEMETERIES, MAUSOLEUMS, MORTUARIES	1.00
78XX	INSTITUTIONAL – OPEN	0.00
79XX	INSTITUTIONAL – OPEN	0.00
80XX	MISCELLANEOUS	0.00
81XX	COMMERCIAL & MUTUAL UTILITY: PUMPING PLANTS, STATE ASSESSED	2.00
82XX	MINING	0.00
83XX	PETROLEUM AND GAS	2.00
84XX	PIPELINES AND CANALS	0.00
85XX	RIGHTS-OF-WAY	0.00
86XX	WATER RIGHTS	0.00
87XX	RIVERS AND LAKES	0.00
88XX	GOVT OWNED PROPERTY - OPEN	0.00
89XX	DUMP SITES	1.00

5.6 Cost of Living Inflator

Annually, the amount of assessments for the Districts may be increased, based upon the Consumer Price Index, All Urban Consumers, for Los Angeles-Long Beach-Anaheim Area ("CPI"), as determined by the United States Department of Labor, Bureau of Labor Statistics, or its successor. The Assessment Engineer shall compute the percentage difference between the CPI for February of the current year and the CPI for the previous February and shall then adjust the existing assessment by an amount not to exceed such percentage for the following fiscal year. Should the Bureau of Labor Statistics revise such index or discontinue the preparation of such index, the Assessment Engineer shall use the revised index or a comparable system as approved by the City Council for determining fluctuations in the cost of living.

The increase of the assessment for Annexation Nos. 186 & 203 may not exceed 3%.

Alternatively, Assessment Districts Nos. 1, 2, 3, and 4 may use the Southern California Edison and California Public Utilities Commission (CPUC) approved rates for each light fixture adjustment schedule as the basis for adjustment of the annual rates. As a result, the assessment may be continued to be levied annually and may be increased by up to the maximum annual CPI adjustment (or CPUC adjustment for Assessment Districts Nos. 1, 2, 3, and 4), without any additional assessment ballot proceeding. Further, in the event that in future years the assessments are levied at a rate less than the maximum authorized assessment rate, the assessment rate in a subsequent year may be increased up to the maximum authorized assessment rate without any additional assessment ballot proceeding. [13]

For Fiscal Year 2024/25, the maximum authorized assessment rates for the Districts (except Annexation Nos. 186 & 203) are increased by 3.36%, based on the increase of the February 2023 to February 2024 CPI, for All Urban Consumers in the Los Angeles-Long Beach- Anaheim Area, of 3.36%. The maximum authorized assessment rates for Annexation Nos. 186 & 203 for Fiscal Year 2024/25 is 3.00%.

5.7 Fiscal Year 2024/25 Maximum Assessment

The Fiscal Year 2024/25 maximum authorized assessment rates for the Districts are included in Section 8 of this Engineer's Report.

5.8 Duration of Assessment

The Districts were formed or annexed in previous years. It is proposed that the assessments be continued every year after their formation or annexation, so long as the public improvements need to be maintained and improved, and the City requires funding from the assessments for these improvements in each District. As noted previously, the assessment can continue to be levied annually after the City Council approves an annually updated Engineer's Report, budget for the assessment, improvements to be provided, and other specifics of the assessment. In addition, the City Council must hold an annual public hearing to continue the assessment.

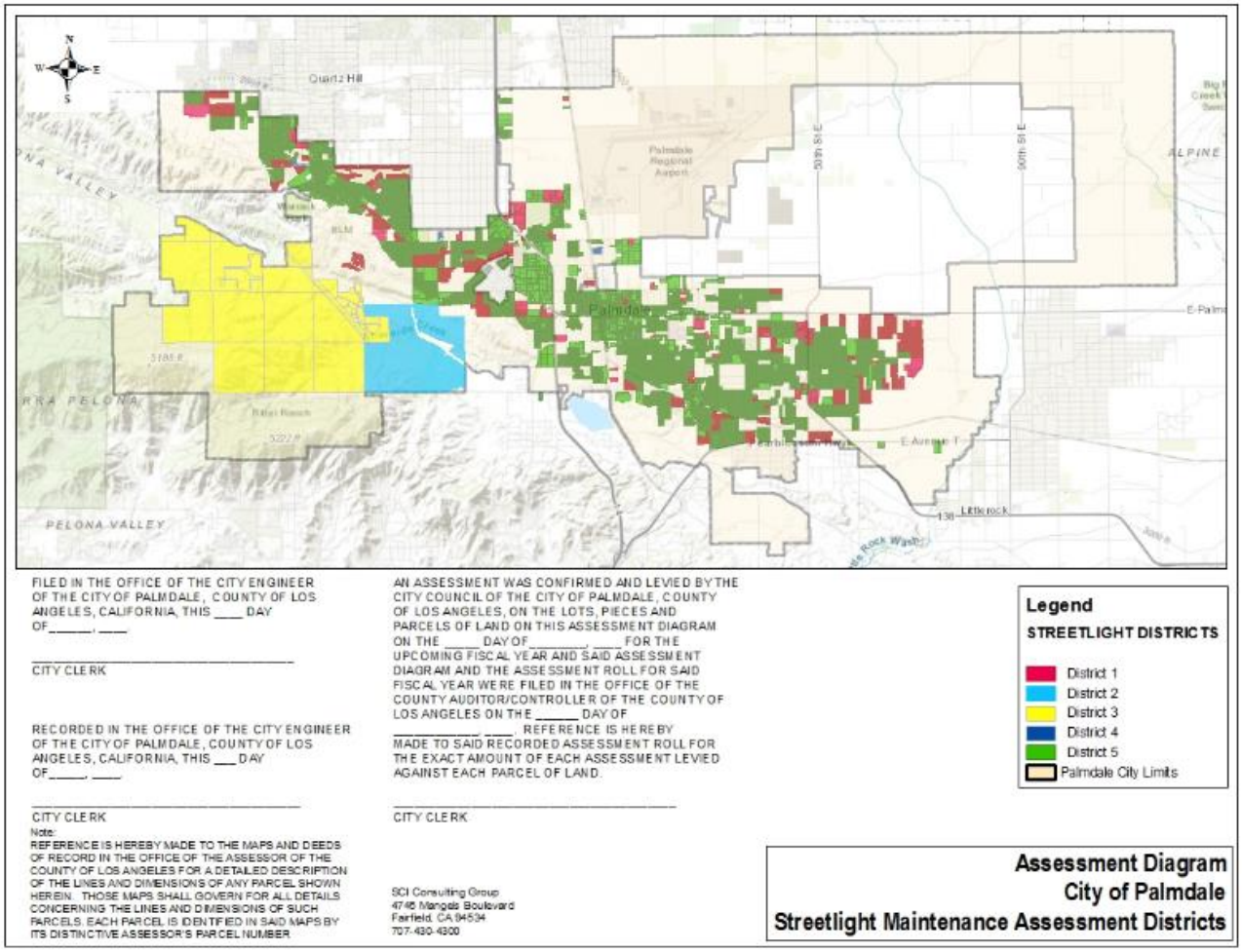
[13] *As detailed in the Annual Engineer's Report, City of Palmdale, Streetlight Maintenance Assessments Districts and Annexations, Fiscal Year 2020/21 dated April 2020 and approved by City Council on June 2, 2020.*

5.9 Appeals and Interpretation

Any property owner who feels that the assessment levied on the subject property is in error, as a result of incorrect information being used to apply the foregoing method of assessment, may file a written appeal with the City of Palmdale Public Works department. Any such appeal is limited to correction of an assessment during the then current fiscal year or, if before July 1, the upcoming fiscal year. Upon the filing of any such appeal, the City of Palmdale Public Works Engineer or his or her designee will promptly review the appeal and any information provided by the property owner. If the City of Palmdale Public Works Engineer, or her or his designee, finds that the assessment should be modified, the appropriate changes shall be made to the assessment roll. If any such changes are approved after the assessment roll has been filed with the County for collection, the City of Palmdale Public Works Engineer or his or her designee is authorized to refund to the property owner the amount of any approved reduction. Any dispute over the decision of the City of Palmdale Public Works Engineer or her or his designee shall be referred to the Director of Public Works of the City of Palmdale, and the decision of the Director of Public Works of the City of Palmdale shall be final.

6. ASSESSMENT DIAGRAM

The boundaries of the Districts are displayed on the following Assessment Diagram. The lines and dimensions of each lot or parcel within the Districts and Annexations are those lines and dimensions shown on the maps of the County Assessor of the County of Los Angeles, at the time this Engineer's Report was prepared, and are incorporated by reference herein and made part of this report.



7. STREETLIGHT MAINTENANCE DISTRICTS

The lights maintained for each District are shown in the table below.

District	Tract/ Parcel Map	Land Use	General Location	Net Commercial Acreage	Total Light Count	Traffic Signals Hwy Lights	Peripheral Lights
District No. 1							
2002-001	PM 25755	Com	Ave S and 47th St East	32.44	10	0	0
2002-002	45217, 46193, 46194	Res	35th St East & Fairfield	0.00	0	0	0
2002-003	49016-02 & 03	Res	30th St West & Club Rancho Dr.	0.00	42	0	0
2002-004	47935	Res	Rancho Vista Blvd & Ave O-8	0.00	67	0	0
2002-005	47115, 47116, 47117, 44544	Res	SW Corner of Ave R-8 & 65th St East	0.00	78	0	0
2002-006	52142-03	Res	Ave P-8 and 30th St West	0.00	68	0	0
2002-007	45573	Res	Ave P-4 and 20th St West	0.00	13	0	0
2002-008	46602	Res	SW Corner of Ave N-8 and 55th St West	0.00	0	0	0
2002-009	51989	Res	Ave N and 50th St West	0.00	4	0	0
2002-010	45566	Res	55th St West	0.00	0	0	0
2002-011	46394-01	Res	Rancho Vista Blvd and Ave O-8	0.00	27	0	0
2002-012	53522	Res	SW Corner of Ave M-12 and 55th St West	0.00	0	0	0
2002-013	49016-04	Res	Ave N-8 and 30th St West	0.00	20	0	0
2002-014	44402	Res	Ave R-11 and 57th St East	0.00	19	0	0
2002-015	52142-1 & 2	Res	NW Corner of Ave P-8 and 25th St West	0.00	80	0	0
2003-016	48014-01 & 02	Res	Ave P-8 and Summerwind	0.00	53	0	0
2003-017	43689, 43690 & 43691	Res	Rancho Vista Blvd and 11th St West	0.00	86	0	0
2002-018	51505	Res	SE Corner of Ave P-8 and 20th St West	0.00	41	0	0
2002-019	PM 26593	Com	SW Corner of Ave O-8 and 10th St West	38.77	10	0	0
2003-020	Albertson's/PM 26612	Com	Ave N and 50th St West	18.25	10	0	0
2002-021	49016-05	Res	SW Corner of Ave N-8 and 30th St West	0.00	25	0	0
2002-022	49016-08, 09	Res	SE Corner of Ave N-8 and Bolz Ranch Rd	0.00	49	0	0
2003-023	AVUHSD	N-Res	N of Ave S and W of 70th St East	51.62	23	0	0
2003-024	Palmdale School District	N-Res	S of Ave Q and E of 22nd St East	4.62	3	0	0
2002-025	53855, 54806	Res	Ave P-8 and 20th St West	0.00	36	0	0
2003-026	Kaiser Medical	Com	Ave S and 45th St East	15.16	11	0	0
2003-027	52490	Res	55th St West	0.00	13	0	0
2003-028	37560 Sierra Hwy/ Secure Mini-Storage	Comm	37560 Sierra Hwy	3.95	4	0	0
2003-029	49016-07	Res	Bolz Ranch Rd (golf course)	0.00	18	0	0
2003-030	44893	Res	SE Corner of Ave S and 52nd St East	0.00	52	0	0
2003-031	46036	Res	Fairway Dr and Hook St	0.00	6	0	0
2003-032	PM 26721	Comm	SW Corner of Ave O-8 and 10th St West	6.81	8	0	0
2003-033	48847	Res	SW Corner of Ave S-12 and 37th St East	0.00	34	0	0
2003-034	7672/ 17th St. E. & Ave. Q	Comm	NW Corner of Ave Q and 17th St East	4.48	5	0	0
2003-035	PM 26990/ Amargosa Commons	Comm	SW Corner of Rancho Vista Blvd and 10th St West	17.40	9	0	0
2003-036	Ana Verde School	N-Res	Ave R and Division	15.34	9	0	0
2003-037	45218-01	Res	30th St East and Railroad	0.00	54	0	0
2003-038	53608	Res	NW Corner of Ave S-12 and 30th St East	0.00	26	0	0
2003-039	46710	Res	Ave R-12 and 25th St East	0.00	19	0	0
2003-040	Esperanza School	N-Res	35th St West and Town Center Dr	10.51	5	0	0
2003-041	49016-06	Res	Club Rancho Drive and Champion	0.00	10	0	0
2003-042	46597	Res	SW Corner of Ave S-8 and 40th St East	0.00	30	0	0
2004-043	53869	Res	NE Corner of Ave Q-8 and Tierra Subida	0.00	36	0	0
2003-044	CUP 03-30/ Iglesia de Cristo Miel	N-Res	West side of 17th St East between Aves Q-14 and Q-15	1.05	5	0	0

District	Tract/ Parcel Map	Land Use	General Location	Net Commercial Acreage	Total Light Count	Traffic Signals Hwy Lights	Peripheral Lights
2003-044	CUP 03-30/ Iglesia de Cristo Miel	Comm	1675 E Avenue Q15	3.42	6	0	0
2004-045	Ponderosa School	N-Res	NW Corner of Pearblossom Hwy and 37th St East	12.80	10	0	0
2004-046	53857	Res	NW Corner of Bolz Ranch Rd and Sawgrass Dr	0.00	36	0	0
2004-047	53199	Res	NW Corner of Ave R and 60th St East	0.00	71	0	0
2004-048	60053	Res	NW Corner of Ave R and 40th St East	0.00	48	0	0
2004-049	Fairway BP	Comm	SW Corner of Ave O and Division St	55.18	61	0	0
2004-050	60070	Comm	Sierra Hwy between Ave R-8 and Ave S	7.14	6	0	0
2004-051	Granite Hills School	N-Res	SW Corner of Ave R-8 and 67th St East	9.29	5	0	0
2004-052	54058-01 & 02	Res	SE Corner Ave P-8 and 25th St West	0.00	101	1	0
2004-053	54075	Res	NW Corner Ave N-8 and 55th St West	0.00	11	0	0
2004-054	52489	Res	NE Corner Ave N-8 and 55th St West	0.00	16	0	0
2004-055	54399	Res	NE Corner Ave P-6 and 25th St West	0.00	42	0	0
2004-056	PM 60501	Comm	NE Corner Ave Q-8 and 5th St West	13.65	0	0	0
2004-057	60462	Res	Bolz Ranch Rd and Homeridge Dr	0.00	18	1	12
2004-058	53990	Res	Paradise Dr from Aves M-8 to M-12	0.00	12	0	0
2004-059	54383	Res	25th St East and Turner Dr	0.00	34	0	0
2004-060	52200 01 & 02	Res	W of Ave P-12 and 30th St West	0.00	125	0	0
2004-061	PM 27019	Comm	SE Corner of Ave O-4 and 10th St West	38.64	25	2	0
2004-062	54226	Res	SW Corner of Palmdale Bl and 60th St East	0.00	34	0	0
2004-063	60745	Res	SW Corner of Palmdale Bl and 58th St East	0.00	14	0	0
2004-064	53221	Res	NW Corner of 40th St East 300 feet N of R-6	0.00	36	0	0
2004-065	49147-01	Res	NW Corner of Ave R and 70th St East	0.00	59	0	0
2004-066	49147-02	Res	NW Corner of Ave R and 70th St East	0.00	10	0	0
2004-067	49147-03	Res	NW Corner of Ave R and 70th St East	0.00	22	0	0
2004-068	53067	Res	SW Corner of Palmdale Blvd and 55th St East	0.00	35	0	0
2004-069	60954	Res	SE Corner of Palmdale Blvd and 50th St East	0.00	42	0	13
2004-070	60926	Res	NW Corner of Ave R and 40th St East	0.00	20	0	11
2004-071	53921	Res	Whitecliff Street and Crane Court	0.00	20	0	0
2004-072	46755	Res	NE Corner Ave R-8 and 60th St E	0.00	10	0	0
2004-073	60128	Res	Rockie Lane Ave R-8 to Ave S	0.00	2	0	0
2004-074	060028 01 & 02	Res	SE corner of Ave R and 70th st East	0.00	2	0	0
2004-075	46757	Res	Palmdale Blvd, 65th St East, Ave R	0.00	160	0	0
2004-076	54339	Res	SE Corner of Ave M and 70th St West	0.00	62	0	0
2004-077	53920	Res	Fort Tejon Road N of SP RailRoad (50th East)	0.00	89	0	0
2005-078	National Storage	Com	NW Corner of Palmdale Bl and 35th St East	4.30	3	0	0
2005-079	44543	Res	SE Corner of Russ Place and 55th St East	0.00	22	0	0
2005-080	60588	Res	37th St E and San Antonio Dr	0.00	6	0	0
2005-082	52921	Res	SW Corner of Ave S and 60th St East	0.00	73	0	0
2005-083	61699	Res	Ave S2 and Julian Lane	0.00	15	0	0
2005-084	17042/ P-14 @ 6th Street E	Res	Ave P14 and 6th St East	0.00	8	0	0
2005-085	54301-01	Res	NE Corner of Ave M-8 and 70th St West	0.00	66	0	0
2006-086	60209	Res	70th and M	0.00	41	0	0
2005-087	61770	Res	SE Corner of Avenue S and Hillcrest Drive	0.00	22	0	0
2005-088	PM 23981/ Tommy's Burger	Com	Rancho Vista at Hwy 14	0.42	2	0	0
2005-089	54301	Res	NW Corner of Ave M-8 and 67th St West	0.00	72	0	0
2005-090	Palmdale Hospital	Com	Tierra Subida and Palmdale Blvd	29.66	16	0	0
2005-091	54209	Res	NE Corner of Ave R and 35th St East	0.00	51	0	0
2005-092	CUP 00-01/ Highland Church	Com	NW Corner of Rancho Vista Blvd and 20th St west	9.04	14	0	0
2005-095	60789	Res	SW Corner of Ave S-4 and 40th St East	0.00	7	0	0
2005-096	52029	Res	NW Corner of Pearblossom Hwy and 50th St East	0.00	45	0	0
2005-097	46356	Res	NW Corner of Pealblossom Hwy and 47th St East	0.00	56	0	0
2005-098	46394	Res	South of Rancho Vista between Cricket Lane and Ave O8	0.00	0	0	0
2005-099	46454	Res	SW Corner of 15th St West and Elizabeth Lake Road	0.00	79	0	0

District	Tract/ Parcel Map	Land Use	General Location	Net Commercial Acreage	Total Light Count	Traffic Signals Hwy Lights	Peripheral Lights
2005-100	CUP 03-02/ Tom's #27	Comm	S of Ave R, W of 47th St East	4.03	6	0	0
2005-101	62020	Res	Ave S and Downing Street	0.00	30	0	0
2005-102	49147-04	Res	Aver R, 65th St E to 70th St E	0.00	21	0	0
2005-103	49147-05	Res	Aver R, 65th St E to 70th St E	0.00	20	0	0
2005-104	49147-06	Res	Aver R, 65th St E to 70th St E	0.00	31	0	0
2005-105	62695	Res	Ave N-8 and Entar Drive	0.00	26	0	0
2005-106	52806	Condo	25th and 27th East approx 600 feet south of Palmdale Bl	0.00	24	0	0
2006-107	PM 62432	N-Res	South side of Rancho vista Blvd, West of Delson Drive	4.80	6	0	0
2006-108	SPR 5-04-1/ Vlm 145 Twin Palms Apt.	M-Fam	N of Ave Q4, E of 11th St East	0.00	11	0	0
2006-109	61488	Res	North of Ave R-6, West of 30th St East	0.00	13	0	0
2006-110	61610	Res	south of Palmdale Bl, west of 58th St East	0.00	16	0	0
2006-111	61611/61981	Res	north of Ave S, east of 65th East	0.00	40	0	0
2006-113	CUP 05-10/PM 62693	Comm	NE corner of Rancho Vista Blvd and Fairway Dr	3.64	6	0	0
2006-114	60511	Res	S of Avenue R, E of 40th St E	0.00	19	0	0
2006-115	62068	Res	North of Ave S and East of Rockie Lane	0.00	27	0	0
2006-116	54058-03	Res	SE Corner Ave P-8 and 25th St West	0.00	46	0	0
2006-117	60408	Res	south of Avenue M-12; west of 52nd St West	0.00	35	0	0
2006-119	Desert Willow School	N-Res	South of Ave S-8; east of 60th St East	18.00	16	0	0
2006-120	United Fellowship Church	Church	North of Ave R-12; west of 25th St East	9.87	5	0	0
2006-121	60431	Res	South of Columbia Way; west of 70 St West	0.00	130	0	0
2006-122	62974	Res	South of Ave Q and East of 40th St East	0.00	44	0	0
2006-123	51224	Res	So uth of Spanish Broom Dr between Firethorn Ave & Waltham Pl	0.00	60	0	0
2007-124	51451, & 51451-01	Res	N of Union Pacific rof W of Fort Tejon, E of 47th S E	43.16	94	0	0
2006-125	SPR 10-04-1	Comm	West side of 10th West 150 N. of Ave O8	5.75	9	0	0
2006-126	CUP 05-19	Comm	N Side of Ave S 300 ft wesdt of 47th St East	5.55	2	0	0
2006-127	53342	Res	West of Tilbury Dr and NW or Rancho Vista Blvd	0.00	36	0	0
2006-128	47510	Res	S of Ave R, E of Tackstem St	0.00	4	0	0
2006-129	63008	Res	636' s of Palmdale Bl, E of Chapelle St	0.00	12	0	0
2006-130	62213	Res	N of Ave S-4, W of 42nd Street East	0.00	21	0	0
2006-131	School	N-Res	26Th St E and 29th St E Ave R-10 and Ave R-12	12.52	13	0	0
2006-132	61045	Res	S of Palmdale Blvd West of 52nd Street East	0.00	47	0	0
2006-133	61941	Res		0.00	0	0	0
2006-134	61443	Res	N of Q4, East of 22nd Street East	0.00	9	0	0
2006-135	SPR 12-05-1/ Jonan Property Rancho Vista&12E	Comm	S of Rancho Vista Bl, E of 12th St E	9.57	10	0	0
2006-136	Professional Center	Comm	NW corner 10th St West and Avenue O-8	1.60	3	0	0
2006-137	SPR 4-06-6 Cielo Azul Senior Apts.	M-Fam	N or Avenue R, E of 27th st E	0.00	3	0	0
2006-139	49215	Res	S of Ave S-8, W od 42nd St E	0.00	2	0	0
2006-140	62490/66868	Condo	Corner of Rancho Vista Blvd & Extension of Tilbuty Dr	0.00	27	0	0
2007-141	PM 66322	Comm	N of Avenue R, W of 47th Street E	46.68	31	0	0
2007-143	62371	Res		0.00	0	0	0
2007-144	54058-4	Res	S of Ave P-8, W of 20th St. W	0.00	36	0	0
2007-145	50871	Res	NW Corner, Union Pacific and 60th St E	0.00	57	0	0
2007-146	CUP 05-30/Rite Aide	Comm	E of 47th St E, S of Ave R	4.69	6	0	0
2007-147	60162	Res	east of 60th St E, south of Tr 45705, W of Rockie Lane	0.00	7	0	0
2007-148	SPR 7-06-2	Comm	northeast corner of 30th St East and Ave R	0.00	8	0	0
2007-149	SPR 11-06-2	Comm	south of Palmdale Blvd 300ft E of 5th St E	1.94	4	0	0
2008-150	63412	Res	NE Corner of Ave. R and 60th St East	0.00	25	0	0
2008-151	PM 65044	Comm	NEC of Avenue S and 40th St. East	12.63	10	0	0

District	Tract/ Parcel Map	Land Use	General Location	Net Commercial Acreage	Total Light Count	Traffic Signals Hwy Lights	Peripheral Lights
2008-152	GD 07-66/ Northrop Grumman Federal CU	Comm	41943 Sierra Highway	5.11	4	0	0
2008-153	51451-02	Comm		0.00	0	0	0
2009-154	PM 69766/CUP 07-18	Comm	NEC of Avenue R and 47th St. East	12.54	10	0	0
2019-186	TR. 73740 Homes 4Famlies	Res	SEC of Division Street & Taintor Road	0.00	11	0	0
District No. 4							
2010-155	PM 070794/Gregg Anderson School	Comm/ Sch	Avenue N-8 / Rancho Vista Blvd	18.15	20	0	0
2010-156	18659/ AutoZone	Comm	North of Palmdale Blvd, South of Ave Q-7 & 31ST ST E	0.98	2	0	0
2012-157	7670-All Parts Auto Recycling	Comm	between 8th Street East & Sierra Hwy	18.49	6	0	0
2011-158	Vulcan Materials	Light Ind	along E Ave T, east of 70th St E	160.70	14	0	0
2013-159	David G.Millen Interm School	Comm/ Sch	N side of W Ave P-8, bw 23rd St W & 22nd St W	16.39	16	0	0
2012-160	1st United Methodist Church	Comm/ Chu	NE corner of Rancho Vista Blvd & 25th St W	11.56	10	0	0
2012-161	69008/ Palmdale TOD Apts	M-Fam	N of Ave Q bw 3rd St E & 6th St E	0.00	13	0	0
2012-162	Cruz Thru Carwash	Comm	39315 10th St W	1.32	1	0	0
2013-163	O'Reilly Automotive Stores	Comm	SE corner of E Palmdale Blvd & 12th St E	0.90	3	0	0
2013-164	AV Recycling	Light Ind	along Ave R-5 west of Tierra Subida	184.94	19	0	0
2013-165	66204-ALTA Community	Res	N side of AveR-8 bw 57th St E & Segovia Way	0.00	5	0	0
2013-166	Rancho Vista Market	Comm	3875 W. Rancho Vista Blvd.	9.31	10	0	0
2014-167	Family Dollar	Comm	3157 E Palmdale Blvd	0.97	1	0	0
2014-168	72222--Arco AM/PM	Comm	41155 10th St W	1.94	2	0	0
2015-169	68181	Res	north side of Ave S-4, bw Sylvam St & 45th St E	0.00	3	0	0
2015-170	APN 3008-037-063 (38461 10th St E)/ Congregation of Jehovah's Witnesses	Comm/ Chu	38461 10th St E	2.66	3	0	0
2016-172	APNs 3204-022-901,-903,-908,-909/ AVEK	Light Ind	6500 W Avenue N	21.48	2	0	0
2019-173	APN 3020-004-095/ Aerospace Academy	Comm	3300 East Palmdale Blvd	15.36	14	0	0
2017-174	APNs 3009-024-935,-936 / Courson Arts Colony	MFR	Ave Q-2, bw 9th St E and 10th St E	0.00	1	0	0
2017-175	APNs 3020-001-036 & -037/ Guidance Charter School	Comm	East Avenue R & 40th Street East	30.46	16	0	0
2017-178	portion of APN 3021-030-007/ Tractor Supply	Comm	3747 East Palmdale Blvd	3.83	7	0	0
2017-180	APN 3021-030-036	Comm	3851 E Palmdale Blvd NE corner of E Palmdale Blvd & 40th St	1.72	8	0	0
2019-184	Tract 73401 (APN 3015-011-035)	MFR	SE corner of E Ave Q, north of E Ave Q3, E of Orchird View Pla	0.00	13	0	0
2020-193	Edwards Federal Credit Union	Comm	39963 10th Street West	1.61	1	0	0

District No. 2							
2004-800	Anaverde	Res/ Comm	Avenue S	40.00	0	0	0
2012-801	61895-01	School/ Res	South of Avenue S and Greenbrier Street	10.54	10	0	0
District No. 3							
2006-900	Ritter Ranch	Res/ Comm	Elizabeth Lake Road	57.00	0	0	0
District No. 5							
91616	throughout the City	all types	throughout the City	951.51	14,299	0	0
Totals:				**2,167.87**	**18,592**	**4**	**36**

8. ASSESSMENT ROLL

Assessor's parcel identification, for each lot or parcel subject to the assessment, shall be based on the County Assessor's secured roll data for the applicable year in which this report is prepared and is incorporated herein by reference.

A listing of assessor's parcels subject to the assessments for Fiscal Year 2024/25, along with the assessment amounts, is on file in the office of the City Engineer and incorporated herein by reference. Based on County Assessor's secured roll data, current assessor's parcels, including corrected and/or new assessor's parcels, will be submitted and/or resubmitted to the County Auditor/Controller. The annual assessment amount to be levied and collected for the resubmitted parcel(s) shall be determined in accordance with the method of apportionment and assessment rate approved in this report. Therefore, if a single assessor's parcel has a status change in development, other land use change, or subdivides into multiple assessor's parcels, the charge amounts applied to each of the new assessor's parcels shall be recalculated and applied according to the approved method outlined in the method of apportionment and assessment rate rather than a proportionate share of the original assessment amount.

The following pages summarize the Fiscal Year 2024/25 assessments for the Districts and Annexations.

City of Palmdale
Streetlight Maintenance Assessment Districts and Annexations
Fiscal Year 2024/25 Assessment Roll Summary

District / Annexation	Parcel Count [1]	2024/25 EDUs per District	2024/25 Assessment Amount	2024/25 Actual Assessment Rate per EDU	2024/25 Maximum Assessment Rate per EDU
1	10	146.280	$18,722.33	$127.99	$127.99
2	0	0.00	0.00	0.00	0.00
3	104	104.000	13,310.96	127.99	127.99
4	132	132.000	16,894.68	127.99	127.99
5	159	159.000	20,350.41	127.99	127.99
6	156	156.000	19,966.44	127.99	127.99
7	45	45.000	5,759.55	127.99	127.99
8	0	0.00	0.00	0.00	0.00
9	19	19.000	2,431.81	127.99	127.99
10	0	0.00	0.00	0.00	0.00
11	49	49.000	6,271.51	127.99	127.99
12	0	0.00	0.00	0.00	0.00
13	49	49.000	6,271.51	127.99	127.99
14	53	53.000	6,783.47	127.99	127.99
15	161	161.000	20,606.39	127.99	127.99
16	86	86.000	11,007.14	127.99	127.99
17	144	144.000	18,430.56	127.99	127.99
18	72	72.000	9,215.28	127.99	127.99
19	8	137.120	17,549.95	127.99	127.99
20	8	73.000	9,343.24	127.99	127.99
21	70	70.000	8,959.30	127.99	127.99
22	158	158.000	20,222.42	127.99	127.99
23	1	206.480	26,427.37	127.99	127.99
24	1	18.480	2,365.25	127.99	127.99
25	72	72.000	9,215.28	127.99	127.99
26	5	60.640	7,761.30	127.99	127.99
27	21	21.000	2,687.79	127.99	127.99
28	1	15.800	2,022.24	127.99	127.99
29	49	49.000	6,271.51	127.99	127.99
30	122	122.000	15,614.78	127.99	127.99
31	13	13.000	1,663.87	127.99	127.99
32	5	25.560	3,271.40	127.99	127.99
33	74	74.000	9,471.26	127.99	127.99
34	1	17.920	2,293.58	127.99	127.99
35	6	64.600	8,268.13	127.99	127.99
36	2	61.360	7,853.45	127.99	127.99
37	92	91.500	11,711.08	127.99	127.99
38	78	78.000	9,983.22	127.99	127.99
39	43	43.000	5,503.57	127.99	127.99
40	1	42.040	5,380.69	127.99	127.99
41	51	51.000	6,527.49	127.99	127.99
42	64	64.000	8,191.36	127.99	127.99
43	67	67.000	8,575.33	127.99	127.99
44	1	16.560	2,119.51	127.99	127.99
45	1	51.200	6,553.08	127.99	127.99

City of Palmdale
Streetlight Maintenance Assessment Districts and Annexations
Fiscal Year 2024/25 Assessment Roll Summary

District / Annexation	Parcel Count [1]	2024/25 EDUs per District	2024/25 Assessment Amount	2024/25 Actual Assessment Rate per EDU	2024/25 Maximum Assessment Rate per EDU
46	64	64.000	8,191.36	127.99	127.99
47	153	153.000	19,582.47	127.99	127.99
48	108	108.000	13,822.92	127.99	127.99
49	16	217.800	27,876.14	127.99	127.99
50	1	28.560	3,655.39	127.99	127.99
51	2	37.560	4,807.30	127.99	127.99
52	185	185.000	23,678.15	127.99	127.99
53	25	25.000	3,199.75	127.99	127.99
54	21	21.000	2,687.79	127.99	127.99
55	79	79.000	10,111.21	127.99	127.99
56	8	50.760	6,496.74	127.99	127.99
57	41	41.000	5,247.59	127.99	127.99
58	0	0.00	0.00	0.00	0.00
59	62	62.000	7,935.38	127.99	127.99
61	11	140.360	17,964.62	127.99	127.99
62	70	70.000	8,959.30	127.99	127.99
63	32	32.000	4,095.68	127.99	127.99
64	85	85.000	10,879.15	127.99	127.99
65	78	78.000	9,983.22	127.99	127.99
66	34	34.000	4,351.66	127.99	127.99
67	59	61.000	7,807.39	127.99	127.99
68	66	66.000	8,447.34	127.99	127.99
69	78	78.000	9,983.22	127.99	127.99
70	0	0.00	0.00	0.00	127.99
71	38	39.000	4,991.61	127.99	127.99
72	0	0.00	0.00	0.00	127.99
73	38	38.000	4,863.62	127.99	127.99
74	372	372.000	47,612.28	127.99	127.99
75	388	388.000	49,660.12	127.99	127.99
76	83	83.000	10,623.17	127.99	127.99
77	0	0.00	0.00	0.00	0.00
78	1	22.840	2,923.29	127.99	127.99
79	46	46.000	5,887.54	127.99	127.99
80	15	15.000	1,919.85	127.99	127.99
82	168	168.000	21,502.32	127.99	127.99
83	38	38.000	4,863.62	127.99	127.99
84	40	40.000	5,119.60	127.99	127.99
85	90	90.000	11,519.10	127.99	127.99
86	40	40.000	5,119.60	127.99	127.99
87	33	33.000	4,223.67	127.99	127.99
88	1	0.830	106.23	127.99	127.99
89	90	90.000	11,519.10	127.99	127.99
90	3	118.640	15,184.72	127.99	127.99
91	93	93.000	11,453.88	123.16	123.16
92	1	35.600	4,556.44	127.99	127.99

City of Palmdale
Streetlight Maintenance Assessment Districts and Annexations
Fiscal Year 2024/25 Assessment Roll Summary

District / Annexation	Parcel Count [1]	2024/25 EDUs per District	2024/25 Assessment Amount	2024/25 Actual Assessment Rate per EDU	2024/25 Maximum Assessment Rate per EDU
95	16	16.000	2,047.84	127.99	127.99
96	106	106.000	13,566.94	127.99	127.99
97	92	92.000	11,775.08	127.99	127.99
99	174	174.000	22,270.26	127.99	127.99
100	2	4.030	515.79	127.99	127.99
101	66	66.000	8,447.34	127.99	127.99
102	60	60.000	7,679.40	127.99	127.99
103	52	52.000	6,655.48	127.99	127.99
104	58	58.000	7,423.42	127.99	127.99
105	42	42.000	5,375.58	127.99	127.99
106	204	163.200	20,887.56	127.99	127.99
107	1	95.000	12,159.05	127.99	127.99
108	1	16.000	2,047.84	127.99	127.99
109	1	16.000	2,047.84	127.99	127.99
110	5	32.000	4,095.65	127.99	127.99
111	59	29.500	3,775.41	127.99	127.99
113	1	14.560	1,863.53	127.99	127.99
114	28	28.000	3,583.72	127.99	127.99
115	50	50.000	6,399.50	127.99	127.99
116	111	111.000	14,210.22	128.02	128.02
117	2	45.000	5,759.54	127.99	127.99
119	0	0.00	0.00	0.00	0.00
120	3	39.480	5,053.03	127.99	127.99
121	0	0.00	0.00	0.00	127.99
122	62	62.000	7,935.38	127.99	127.99
123	117	117.000	14,974.83	127.99	127.99
124	0	0.00	0.00	0.00	0.00
125	1	23.000	2,943.77	127.99	127.99
126	2	22.000	2,815.78	127.99	127.99
127	1	96.000	12,287.04	127.99	127.99
128	0	0.00	0.00	0.00	127.99
129	41	41.000	5,247.59	127.99	127.99
130	0	0.00	0.00	0.00	0.00
131	0	0.00	0.00	0.00	0.00
132	0	0.00	0.00	0.00	0.00
134	2	17.000	2,175.82	127.99	127.99
135	1	38.280	4,899.45	127.99	127.99
136	1	6.400	819.13	127.99	127.99
137	1	18.600	2,380.61	127.99	127.99
139	8	8.000	1,024.16	128.02	128.02
140	11	343.200	40,428.92	117.80	117.80
141	16	186.720	23,898.21	127.99	127.99
144	93	93.000	11,903.07	127.99	127.99
145	0	0.00	0.00	0.00	0.00
146	3	16.520	2,114.38	127.99	127.99

City of Palmdale
Streetlight Maintenance Assessment Districts and Annexations
Fiscal Year 2024/25 Assessment Roll Summary

District / Annexation	Parcel Count [1]	2024/25 EDUs per District	2024/25 Assessment Amount	2024/25 Actual Assessment Rate per EDU	2024/25 Maximum Assessment Rate per EDU
147	0	0.00	0.00	0.00	0.00
148	0	0.00	0.00	0.00	0.00
149	1	7.760	993.20	127.99	127.99
150	0	0.00	0.00	0.00	0.00
151	0	0.00	0.00	0.00	0.00
152	1	20.440	2,616.11	127.99	127.99
154	8	43.800	5,605.91	127.99	127.99
186	56	109.600	3,429.36	31.29	31.29
203	1	26.200	11,869.38	453.03	453.03
TOTAL SLMD #1	**6,671**	**9,213.780**	**$1,173,245.14**		
155	1	73.600	9,420.06	$127.99	$127.99
156	1	3.920	490.62	125.16	125.16
157	0	0.000	0.00	0.00	122.62
158	0	0.000	0.00	0.00	127.31
159	2	72.280	9,201.96	127.31	127.31
160	0	0.000	0.00	0.00	127.99
161	3	171.100	21,430.27	125.25	125.25
162	1	5.280	675.84	128.00	128.00
163	1	3.760	481.28	128.00	128.00
164	2	186.700	23,768.77	127.31	127.31
165	0	0.000	0.00	0.00	127.31
166	4	37.280	4,746.09	127.31	127.31
167	1	3.880	496.64	128.00	128.00
168	1	5.916	753.16	127.31	127.31
169	0	0.000	0.00	0.00	127.89
170	1	6.960	890.88	128.00	128.00
172	4	21.080	2,698.24	128.00	128.00
173	1	61.440	7,864.93	128.01	128.01
174	2	76.550	9,798.40	128.00	128.00
175	2	121.820	15,215.31	124.90	124.90
178	1	14.720	1,884.16	128.00	128.00
180	1	6.880	880.70	128.01	128.01
184	10	47.050	6,022.87	128.01	128.01
193	1	6.440	816.59	126.80	126.80
TOTAL SLMD #4	**40**	**926.656**	**$117,536.77**		
800	1,417	1,417.000	178,017.71	$125.63	$125.63
801	2	63.918	8,014.67	125.39	125.39
TOTAL SLMD #2	**1,419**	**1,480.918**	**$186,032.38**		
900	32	32.000	52,561.60	$1,642.55	$1,642.55
TOTAL SLMD #3	**32**	**32.000**	**$52,561.60**		
91616	31,609	34,946.000	3,348,525.72	$95.82	$95.82
TOTAL SLMD #5	**31,609**	**34,946.000**	**$3,348,525.72**		
TOTAL ALL SLMDs	**39,771**	**46,599.354**	**$4,877,901.61**		

(1) Includes only parcels levied.

City Council Staff Report

DATE: **JUNE 5, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
ENGINEERING DIVISION

DISTRICT: **1**

SUBJECT: **NOTICE OF COMPLETION – ACCEPT PUBLIC LANDSCAPE IMPROVEMENTS FOR TRACT 73740 (LMD 324) LOCATED ON THE EAST SIDE OF DIVISION STREET, NORTH OF AVENUE R**

RECOMMENDATION

Staff recommends that the City Council:

1. Accept the Notice of Completion (NOC) for completed public landscape improvements for Tract 73740 (LMD 324) located on the east side of Division Street, north of Avenue R; and,

2. Authorize the City Manager or her designee to file the NOC and release the security for the completed public landscape improvements.

BACKGROUND

This project, located on the east side of Division Street, north of Avenue R, constructed public landscape improvements along Division Street within the City's right-of-way. Improvements included irrigation and landscaping. The public improvements were installed per the approved construction plan, inspected, and approved by City Public Works inspection staff.

DISCUSSION

The NOC is being brought forth in accordance with Section 16.110.060 of the City's Municipal Code. This Council action will accept the public landscape improvements as complete and initiate the City's release of applicable securities posted for this project per the City's subdivision regulation.

The required public landscape improvements for the project are listed in Exhibit "A" and shown in Exhibit "B" and have been completed to the satisfaction of the City Engineer

as required in the Subdivision/Development Improvement Agreement between the developer and the City. As of April 11, 2024, the developer has fulfilled a one-year maintenance period; the improvements along Division Street have been transferred from the developer to the City's Maintenance Division.

FISCAL IMPACT

$8,000; The estimated additional maintenance and administrative costs are $8,000 annually. These improvements make up the entirety of Landscape Maintenance District (LMD) No. 324, and the maintenance and administrative costs are expected to be sustained by the annual Landscape Maintenance Assessment District levy and budgeted from account 25133003-723410-3610.

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 Operations
Approved by:	Ronda Perez, City Manager
Approved as to form:	William P. Curley, III, City Attorney

ATTACHMENTS

NOC
Exh A List of Completed Public Improvements
Exh B Site Map Location
Atch 1 Site Photo

RECORDING REQUESTED BY:

CITY OF PALMDALE

WHEN RECORDED MAIL TO:

CITY OF PALMDALE
OFFICE OF THE CITY CLERK
38300 SIERRA HIGHWAY, SUITE C
PALMDALE, CA 93550

Space above this line is for Recorder's Use

NOTICE OF COMPLETION

Notice pursuant to Civil Code Section 3093, is hereby given that:

1. The undersigned is owner or corporate officer of the interest or estate stated below in the property hereinafter described.
2. The full name of the owner is City of Palmdale, a Municipal Corporation.
3. The full address of the owner is 38300 Sierra Highway, Palmdale, CA 93550.
4. The nature of interest or estate of the owner is: **Landscape Maintenance District Improvements-Tract 73740.**
5. A work of improvement on the property hereinafter described was completed on **April 11, 2024**
6. The work done was: "**Landscape Maintenance District Improvements-Tract 73740**",
7. The name of the Contractor for such work of improvement: **Homes 4 Families, a California Nonprofit Public Benefit Corporation**
8. The property on which said work of improvement was completed is in the City of Palmdale, County of Los Angeles, State of California, and is described as follows: **East side of Division Street, North of Avenue R.**
9. The address of said property is: **Tract 73740.**

Dated: **June 05, 2024**

CITY OF PALMDALE

Lynn Glidden, P.E. Director of Public Works

VERIFICATION

I, the undersigned, say: I am the Director of Public Works, the declarant of the foregoing notice of completion; I have read the said notice of completion and know the contents thereof; the same is true of my own knowledge. I declare under penalty of perjury that the foregoing is true and correct.

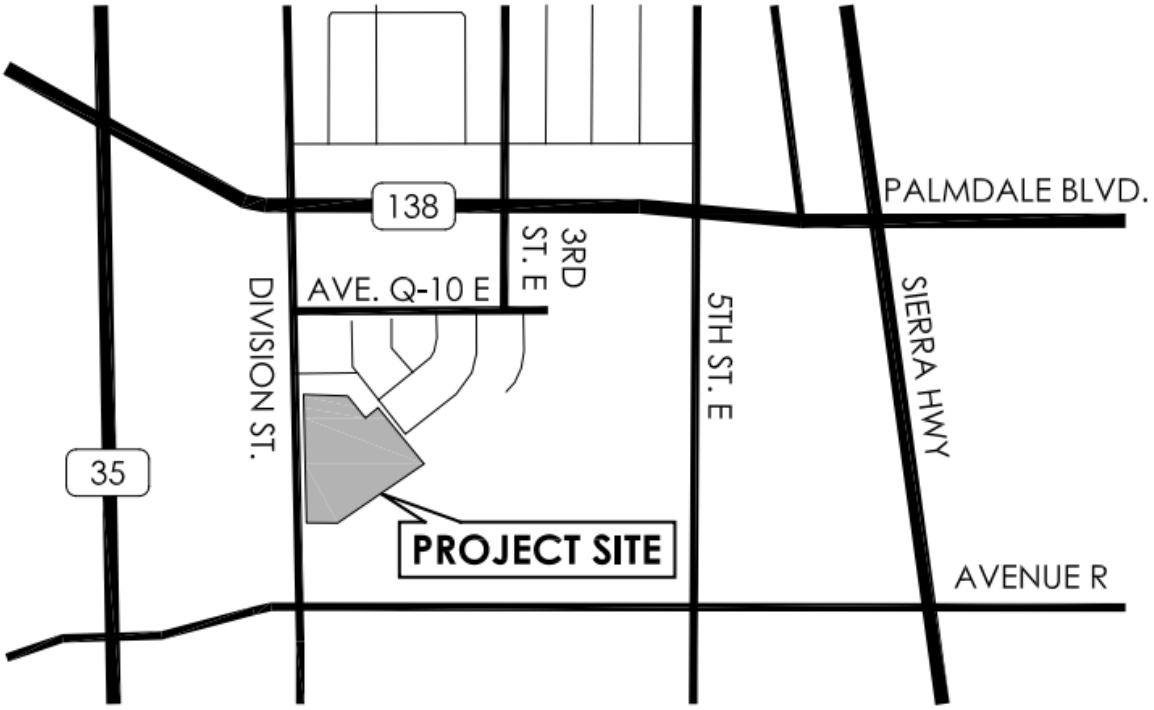
Executed on **June 05, 2024,** in the City of Palmdale, California.

Lynn Glidden, P.E. Director of Public Works

EXHIBIT A
LIST OF COMPLETED PUBLIC IMPROVEMENTS

Tract/Project	Plan #	Quantity	Security
Tract 73740	LMD 324	7868 sf	$54,200

EXHIBIT B
SITE MAP



Atch 1

Division Street, North of Avenue R



City Council Staff Report

DATE: **JUNE 5, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
MAINTENANCE DIVISION

DISTRICT: **ALL**

SUBJECT: **APPROVE AGREEMENT WITH TRUELINE CONSTRUCTION & SURFACING, INC. FOR BASKETBALL COURT RESURFACING FOR A TOTAL NOT TO EXCEED AMOUNT OF $106,300 FOR A ONE-YEAR TERM**

RECOMMENDATION

Staff recommends that the City Council:

1. Approve Agreement No. A-8743 with Trueline Construction & Surfacing, Inc. for basketball court resurfacing for a total not to exceed amount of $106,300 for a one-year term; and,

2. Authorize the City Manager or her designee to execute Agreement No. A-8743 with Trueline Construction & Surfacing, Inc., including minimal and/or non-substantial changes.

BACKGROUND

Parks are vital to establishing and maintaining the quality of life in the community, promoting the health of families and youth, and contributing to the City's economic and environmental well-being.

In 2018, Palmdale native and Los Angeles Clippers star Paul George, 2K Foundations, and the Los Angeles Clippers Foundation approached the City with a vision of doing something significant to give back to the community, specifically within the parks. In 2019, through this partnership and their financial generosity, the foundation constructed two new full and one-half-size basketball courts at Domenic Massari Park. Additionally, the foundation refurbished existing basketball courts and backboards at Domenic Massari, Marie Kerr, Courson, and Desert Sands parks. As part of this upgrade, the existing courts at Domenic Massari and Marie Kerr received original artwork to add a unique element to the project.

Applying the surfaces faced challenges due to adverse weather conditions, which conflicted with the manufacturer's recommended climate range for optimum results.

However, to meet the foundation's deadline, installation proceeded. These conditions led to the subsequent peeling and deterioration of the courts over the past four years. As a result, resurfacing of the courts is needed to provide safe and attractive infrastructure for the community. City staff contacted the foundations about their interest in preserving the courts and the designs but did not receive a response. Therefore, the City must now contract for the refurbishment of the courts.

DISCUSSION

The City released an Invitation for Bid No. 24-004-3500 for the Basketball Court Resurfacing at Domenic Massari, Desert Sands, and Marie Kerr parks in March 2024. The City sent the bid to five vendors. Potential bidders could attend a non-mandatory pre-bid meeting and job walk to view and assess the sites. The City received only one bid from Trueline Construction & Surfacing, Inc. (Trueline). Based on their bid proposal and experience resurfacing other sports and multi-use courts within the City, staff elected to issue the intent to award to Trueline.

The agreement with Trueline will allow the City to resurface two full courts and one half-size court at Domenic Massari Park, two full courts at Desert Sands Park, and two full courts at Marie Kerr Park. The City will remove the painted artwork surface and return it to its original pre-artwork layer.

The services provided by this agreement will improve the performance and safety of these courts and prolong the lifecycles of these essential community assets.

FISCAL IMPACT

$106,300; These services are funded by Park Maintenance's general fund account No. 10133002-723300. Sufficient funds are budgeted and available in FY 2023-24.

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 Operations
Approved by:	Ronda Perez, City Manager
Approved as to form:	William P. Curley, III, City Attorney

ATTACHMENTS

Agrmt No. A-8743 with Trueline Construction & Surfacing, Inc.

AGREEMENT NO. A-8743
CONTRACT FOR SERVICES
BETWEEN THE CITY OF PALMDALE AND TRUELINE CONSTRUCTION & SURFACING, INC.

This CONTRACT for services ("Contract" herein) is made and entered into by and between the City of Palmdale, a public body corporate and politic, (hereinafter called "CITY"), and TRUELINE CONSTRUCTION & SURFACING, INC., a Corporation , (hereinafter called "CONTRACTOR"). This Contract shall become effective on the date of the last signatory.

RECITALS

WHEREAS, CONTRACTOR represents that CONTRACTOR has the expertise and is qualified to perform the services described in this Contract.

NOW THEREFORE, CITY and CONTRACTOR, in consideration of the mutual covenants hereinafter set forth, agree as follows:

1 CITY PROJECT MANAGER

To provide the services required by this Contract, CONTRACTOR shall act under the authority and approval of Public Works Director/designee, who shall oversee this Contract, the work performed by CONTRACTOR, assist CONTRACTOR with any necessary information, audit billings, and approve payments. The CONTRACTOR shall channel all contacts and requests through the City project manager.

2 DESCRIPTION OF WORK

2.1 CONTRACTOR shall provide the following services in a manner satisfactory to CITY:

Basketball court resurfacing at the following locations (see Appendices A - C for site maps):
Renovation
A. Domenic Massari Park, 37716 55th St E. ..... 2 full courts and 1 half court
B. Desert Sands Park, 39117 3rd St E..... 2 full courts

Restoration - removal of painted surface down to original substrate
C. Marie Kerr Park, 39700 30th St W..... 2 full courts

Scope of Work (All Courts):
1. CONTRACTOR shall coordinate on-site, pre-job meeting with City staff, provide project schedule, must obtain written authorization to proceed before mobilizing & provide weekly project schedule updates through completion of work.

2. CONTRACTOR shall stage equipment in areas designated by City staff.

3. City staff shall provide and set up enough temporary fencing to secure 1 court at a time. CONTRACTOR shall maintain temporary fencing in place, ensuring all panels are securely fastened prior to leaving work site each day.

4. CONTRACTOR shall power wash each basketball court utilizing a high-pressure turbo nozzle and remove peeling court surface. City staff shall provide access to water at no charge to CONTRACTOR.

5. CONTRACTOR shall patch spalls & cracks at each basketball court.

6. CONTRACTOR shall grind displaced areas of concrete surface ensuring both sides of displacement are as level as possible.

7. CONTRACTOR shall remove & replace caulking with Sika-Flex 2 CSL, grinding edges for proper adherence.

8. CONTRACTOR shall apply primer to bare areas ensuring uniform coverage.

9. CONTRACTOR shall apply Sportsmaster black, acrylic resurfacer coat, 100% latex acrylic, mixed with #60 silica sand to smooth out surface and provide a superior base for color coat.

10. CONTRACTOR shall apply two coats of two tone Sportsmaster color, 100% acrylic, mixed with #90 silica sand for a medium speed of play. Two-tone color combination shall be according to style guide provided by City staff. No premium colors required.

11. CONTRACTOR shall stripe new court surface with white latex acrylic line paint, according to specifications provided by City staff.

12. City staff shall provide vector files for desired court logos.

13. CONTRACTOR shall install 2 color court logos on court surfaces using a stencil.

14. Marie Kerr Park: CONTRACTOR shall remove entire painted surface at 2 full basketball courts, down to original finish of concrete substrate, utilizing approved and accepted dust control methods. Methods of surface removal shall preserve original concrete finish grit ensuring proper traction for safe play.

15. Any private or public improvements damaged by CONTRACTOR while conducting scheduled work shall be replaced in kind at the CONTRACTOR’S expense within 5 working days from the date of damage, unless otherwise authorized by City staff.

All work shall be completed per CITY building, planning and public works codes. All items listed in the Scope of Work and Fee Schedule, unless otherwise specified, shall include all finish work, including all trim hardware, patching, and finish painting and/or staining to the immediate area of work. All overhead and profit should be included in each line item.

It is understood that except as otherwise specifically stated in the Contract, the CONTRACTOR shall provide and pay for all materials, labor, tools, equipment, transportation of every nature and all other services and facilities of every nature whatsoever, necessary to execute, complete and deliver the work within the specified time. Permits, insurance, and licenses (including City of Palmdale Business License) necessary for the execution of the work shall be secured and paid for by the CONTRACTOR.

LICENSES

At all times during the term of this Contract, CONTRACTOR shall possess and maintain all required Federal, State, and local licenses and permits. CONTRACTOR shall possess a valid and current Class A General Engineering Contractor’s License with the Contractor's State License Board (CSLB) and City of Palmdale Business License to perform the required work.

CONTRACTOR's CSLB license number is 662625. CONTRACTOR's DIR registration number is 1000006579. CONTRACTOR hereby certifies that it holds the required license(s).

PREVAILING WAGE

This Contract calls for work to be performed constituting public works. All labor is to be paid at prevailing wage rates. CONTRACTOR to determine proper wage classification. CONTRACTOR and all subcontractors must be registered with the State of California Department of Industrial Relations (DIR) as a public works contractor for the duration of the agreement and is responsible for any and all registration and/or renewal fees. CITY may request certified payroll records for any work performed under the term of the agreement. CONTRACTOR acknowledges and understands it must comply with the prevailing wage requirements as set for in Exhibit A.

PAYROLL RECORDS

CONTRACTOR shall comply with the requirements of Section 1776 of the Labor Code, of the State of California. Failure of the CONTRACTOR to comply with the Labor Code requirements to pay prevailing wages and to maintain certified payroll records may result in withholding from progress payments amounts for unpaid wages and penalties as authorized by the Labor Code. CONTRACTOR shall submit certified payroll records (CPRs) to the Labor Commissioner using DIR's electronic certified

payroll reporting system if project exceeds $25,000 for new construction, alteration, installation, demolition, or repair or $15,000 for maintenance. If project is applicable, CITY shall verify CONTRACTOR's eCPRs are submitted before processing invoices for payment.

PAYMENT AND PERFORMANCE BONDS, GUARANTY
Unless otherwise expressly provided in the bid documents, prior to commencing work, Contractor shall provide a payment bond and performance bond, each in an amount equal to 100% of the Contract price. The bond forms required to be executed are attached hereto and incorporated by reference herein. Pursuant to the bid documents for this Project, the Contractor is required to provide a written guaranty of Contractor's work. In furtherance thereof, Contractor shall execute the written form of Guaranty attached hereto and incorporated by reference herein.

2.2 CONTRACTOR shall have no claim for compensation for any services or work, which has not been authorized by CITY's Authorization to Proceed.

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

2.4 CONTRACTOR shall maintain in current status all Federal, State, and local licenses and permits required for the operation of the business conducted by the CONTRACTOR as applicable to this contract.

2.5 All work supplied under this Contract shall be fully guaranteed by CONTRACTOR for a minimum period of 365 days from the date of acceptance by CITY. Any defects of design, workmanship, or materials that would result in non-compliance with the Contract specifications shall be fully corrected by CONTRACTOR (including parts and labor) without cost to CITY. The written warranty shall be included with the delivered products to the using Department.

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

3 CONTRACTOR'S KEY PERSONNEL

3.1 **Key Staff.** CITY reserves the right to review and approve CONTRACTOR'S staff including all subcontractors to be assigned to any project by CONTRACTOR during the term of this Contract.

This Contract has been awarded to CONTRACTOR based partially on the key personnel proposed to perform the services required herein. CONTRACTOR shall not change nor substitute any of these key staff for work on this Contract without prior written approval by CITY.

CONTRACTOR's Team and Key Personnel are as follows:

Not applicable

This Services Contract has been awarded to CONTRACTOR based on its representation that those personnel and subcontractors submitted as part of its bid and listed above will perform the portions of the work listed above.

CONTRACTOR shall not deviate nor substitute any of these team members without prior written approval by CITY.

3.2 **Subcontractors.** During the performance of the Agreement, CONTRACTOR may engage such additional SUBCONTRACTORS as may be required for the timely completion of this Agreement. In the event of subcontracting, the sole responsibility for fulfillment of all terms and conditions of this Agreement rests with CONTRACTOR.

CONTRACTOR shall not enter into any Subcontract under this Contract for the performance of this Contract without the advance written approval of CITY. The subcontract shall incorporate by reference the terms and conditions of this Contract.

3.3 **Direct Responsibility.** All services required under this Contract shall be performed by CONTRACTOR, or under CONTRACTOR's direct supervision, and all personnel shall possess the qualifications, permits and licenses required by State and local law to perform such services.

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

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

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

4 CONTRACT TERM

The term of this Contract is ONE (1) YEAR, commencing on the effective date, with CITY reserving the option to extend the agreement for 0 additional terms of one year each.

5 ACCEPTANCE AND DOCUMENTATION

Each task shall be reviewed and approved by the Contract Project Manager to determine acceptable completion.

5.1 **Records**. The CONTRACTOR shall retain and shall contractually require each SUBCONTRACTOR to retain all data and other "records" relating to the acquisition and performance of the Contract for a period of five years after the completion of the Contract.

5.2 **Property of CITY.** All materials, including reports, computer programs and other deliverables, supplied or created under this Contract are the sole property of CITY. CONTRACTOR is not entitled to a patent or copyright on those materials and may not transfer the patent or copyright to anyone else. CONTRACTOR shall not use or release these materials without the prior written consent of CITY.

5.3 **Products.** All equipment, materials, parts, and other components incorporated in the work or services performed pursuant to this Contract shall be new, or the latest model and of the most suitable grade for the purpose intended. All work shall be performed in a skilled and workmanlike manner.

6 PRICE

CITY shall pay to CONTRACTOR an amount not to exceed ONE HUNDRED SIX THOUSAND THREE HUNDRED dollars ($106300.00) for the completion of all the work and services described in Section 2, which sum shall include all costs or expenses incurred by CONTRACTOR, payable as follows:

1. Domenic Massari Park Renovation of 2 full courts and 1 half court. $47,738.40
2. Desert Sands Park Renovation of 2 full courts. $44,031.20
3. Marie Kerr Park Restoration of 2 full courts. $14,530.00

Total Cost. $106,299.60

6.1 An application for payment form must be submitted to CITY which shall include the following: a clear, detailed invoice reflecting work being billed for, a summary sheet showing percentage of work completed to date, amount/percent billed to date and current status of all tasks within a project; any/all backup documentation supporting the above items. Work schedule updates must also be included with the payment requests.

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

law, in which event CONTRACTOR shall retain its records for the time required by such laws.

6.3 **Payment.** A separate invoice shall be issued for each shipment of material or service performed, and no payment will be issued prior to receipt of material and/or completion of specified services and receipt of a correct invoice.

7 TAXES

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

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

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

7.4 When equipment, materials or supplies generally taxable to CONTRACTOR are eligible for a tax exemption due to the nature of the work, CONTRACTOR shall assist the City in applying for and obtaining such tax credits and exemptions, which shall be paid or credited to the City.

8 PATENT FEES AND ROYALTIES

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

9 INDEMNIFICATION

To the fullest extent permitted by law, CONTRACTOR and any subcontractors working on its behalf agree to indemnify CITY, its officers, employees, agents and

elected and appointed boards (hereinafter “Indemnified Parties”) for any loss, claim, demand, cause of action, cost, expense, damage, obligation or liability which arises out of or is in any way connected with the performance of any work under this agreement, including any acts or omissions, willful misconduct or negligent conduct, whether active or passive, on the part of CONTRACTOR, or its subcontractors, and regardless of any acts, omissions or negligence (whether active or passive) of any person or entity indemnified hereunder. At their own expense, CONTRACTOR and, as applicable, any subcontractors working on its behalf, shall defend any suit, claim or action against the Indemnified Parties founded upon such loss, claim, demand, cause of action, cost, expense, damage, obligation or liability. CONTRACTOR shall ensure that the contract of any subcontractor working under this agreement contain an indemnity agreement, requiring the subcontractor to indemnify and defend the Indemnified Parties pursuant the terms set forth above. CONTRACTOR shall indemnify the Indemnified Parties, and save it harmless from any and all loss, damage, costs, expenses and attorney's fees suffered or incurred on account of any breach of the aforesaid obligations and covenants, and any other provision or covenant of this agreement.

10 INSURANCE

10.1 CONTRACTOR, at its expense, shall maintain in effect at all times during the performance of work under this Contract not less than the following coverage and limits of insurance, which shall be maintained with insurers listed “A” or better in the Best’s Insurance Guide and authorized to do business in the State of California. **Proof of Insurance, as identified in Section 10.8, must be reviewed and accepted by the City Attorney**.

10.1.1 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

10.1.2 Commercial General Liability

- $2,000,000.00 limit on a per occurrence basis
- $4,000,000.00 general aggregate limit

10.1.3 Commercial Automobile Liability

- $2,000,000.00 combined single limit including owned, non-owned and hired automobile coverage

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

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

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

B. “Severability of Interest” Clause.

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

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

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

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

10.8 Acceptable Proof of Insurance:

10.8.1 ACORD Certificate of Insurance listing all coverage, limits, deductibles and insured; and endorsements for all applicable coverage if agent has authority to issue it; or additional insured Form CG20100704 and CG20370704 or equivalent must be provided for general liability coverage. Additional insured form CA0001 must be provided for automobile liability coverage.

10.8.2 Binders of insurance for all coverage. Agents must confirm that policy endorsements have been ordered from the respective insurance companies. Upon issuance, policy endorsements and a corresponding Certificate of Insurance listing all insurers and coverage must be submitted to the City Attorney.

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

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

Any deviation in this requirement will be CONTRACTOR's sole risk. CONTRACTOR's insurance requirements in Section 10 will not be impacted and/or limited by such deviation.

11 TERMINATION WITHOUT CAUSE

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

12 TERMINATION FOR CAUSE

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

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

12.2 CONTRACTOR shall provide all finished or unfinished documents, data, studies, software, drawings, programs, processes, maps, photographs, reports, etc., prepared by CONTRACTOR within fifteen (15) working days after notice of termination. Upon such termination, CONTRACTOR shall be paid an amount equal to

the value of the services provided and work performed as of the date of termination, taking into consideration the costs associated with hiring another CONTRACTOR to complete the services. In ascertaining the value of the work performed up to the date of termination, consideration shall be given to both completed work and work in progress, to complete and incomplete documents when such are delivered to CITY, and to authorized reimbursement expenses. The above is in addition to any other remedies available by law or equity to CITY.

12.3 If, after notice of termination of the Contract under the provisions of this Section 12, it is determined, for any reason, that CONTRACTOR was not in default, or that the default was excusable, then the rights and obligations of the parties shall be the same as if the notice of termination had been issued pursuant to Section 11.

13 DISPUTE RESOLUTION

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

14 OWNERSHIP OF PRODUCT

All product, data, documents, programs and software including, but not limited to, research, field notes, investigations, analysis, studies, processes, software, instructions for use and other manuals, whether complete or incomplete, which are prepared or produced in the performance of this Contract are to be, and remain the property of CITY and shall be delivered to or left with CITY upon the completion or termination of this Agreement. CONTRACTOR shall furnish CITY, upon its request, originals and reproducible and electronic copies of product, data reports, studies and of all other documents listed above. Electronic copies shall be provided in an unprotected format which allows CITY to copy, reproduce and makes changes as CITY deems necessary.

15 DELEGATION AND ASSIGNMENT

15.1 CONTRACTOR shall not delegate or assign its duties or rights hereunder, either in whole or in part, without the prior written consent of CITY; provided, however, that claims for money due or to become due to CONTRACTOR from CITY under this Contract may be assigned to a bank, trust company or other financial institution without such approval.

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

16 NON-DISCRIMINATION AND EQUAL EMPLOYMENT OPPORTUNITY

16.1 In performance of this Contract, CONTRACTOR shall not discriminate against any employee, subcontractor, or applicant for employment because of sex, color, race, religion, ancestry, national origin, disability, medical condition including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto, marital status, sexual orientation, age, gender, gender identity, gender expression, genetic information, or military and veteran status. CONTRACTOR will take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without regard to their sex, color, race, religion, ancestry, national origin, disability, medical condition including the medical condition of Acquired Immune Deficiency Syndrome (AIDS) or any condition related thereto, marital status, sexual orientation, age, gender, gender identity, gender expression, genetic information, or military and veteran status . Affirmative action relating to employment shall include, but not be limited to the following: employment, upgrading, demotion or transfer; recruitment; layoff or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

16.2 The provisions of subsection 16.1 above shall be included in all solicitations or advertisements placed by or on behalf of CONTRACTOR for personnel to perform any services under this Contract. CITY shall have access to all documents, data and records of CONTRACTOR 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.

17 FINANCIAL INTEREST CERTIFICATION

17.1 CONTRACTOR warrants that no person has been employed or retained to solicit or secure this Contract upon an agreement or understanding for a commission, percentage, brokerage or contingent fee; and that no officer or employee of the CITY has any interest, financially or otherwise, in CONTRACTOR’s firm.

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

18 CONFLICT OF INTEREST

18.1 CONTRACTOR stipulates that its officers and employees do not now have a conflict of interest and it further agrees for itself, its officers and its employees that it will not contract for or accept employment for the performance of any work or services with any individual business, corporation or government unit that would

create a conflict of interest in the performance of its obligations pursuant to this Contract or which would cause CONTRACTOR to be “financial interested” (as provided in California Government Code Section 1090 et seq. or 87100 et seq.) in any contract or decision made by CITY on any matter.

18.2 CONTRACTOR shall not employ any City official or employee to perform any work required pursuant to this Contract.

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

19 COMPLIANCE WITH LAW

19.1 CONTRACTOR shall comply with all state and federal laws, including but not limited to, the requirement to hire only those persons authorized by federal law to work in the United States. If CONTRACTOR uses any subcontractors to complete this Contract, this same requirement shall be included in all subcontracts and strictly enforced by CONTRACTOR.

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

20 NOTICES

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

21 ENTIRE AGREEMENT AND AMENDMENTS

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

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

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

22 ATTORNEY'S FEES

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

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

CITY OF PALMDALE:

SIGNATURE AREA

Ronda Perez
City Manager

SIGNATURE AREA

ADDRESS FOR NOTICE:
CITY OF PALMDALE
39110 3rd Street East, Suite C
Palmdale, CA 93550

APPROVE AS TO FORM:

SIGNATURE AREA

William P. Curley, III
City Attorney

ATTEST:

SIGNATURE AREA

Roxanne Faber
City Clerk

TRUELINE CONSTRUCTION & SURFACING, INC.:

SIGNATURE AREA

Janet Bangs
Vice President

ADDRESS FOR NOTICE:
TRUELINE CONSTRUCTION & SURFACING, INC.
12397 Doherty Street
Riverside, CA 92503

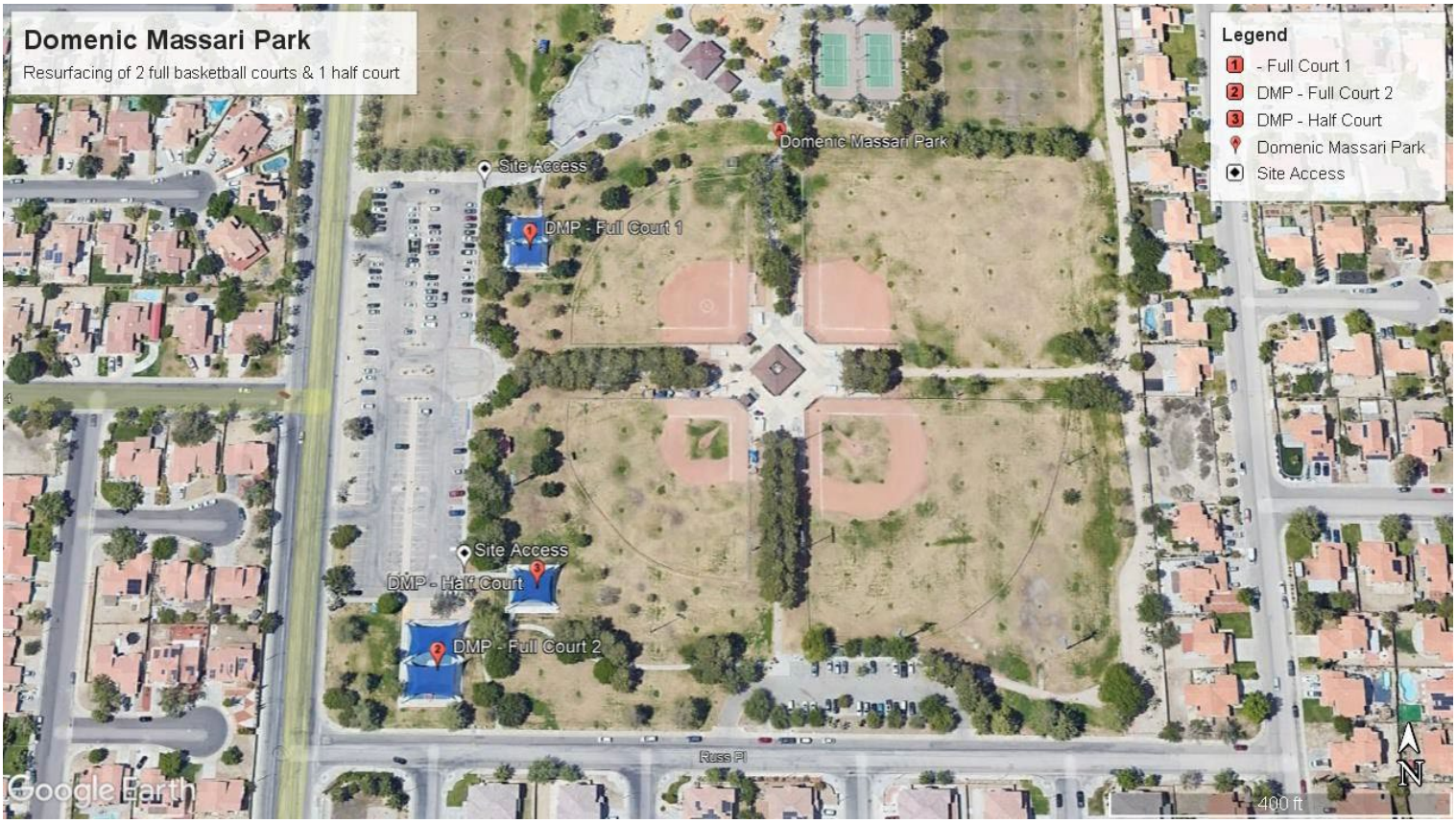
- INTERNAL USE ONLY -

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

Appendix A – Domenic Massari Park

Basketball Court Resurfacing Services

Domenic Massari Park - 37716 55th St E, Palmdale, CA 93552



Appendix B – Desert Sands Park

Basketball Court Resurfacing Services

Desert Sands Park - 39117 3rd St E, Palmdale, CA 93550



Appendix C – Marie Kerr Park

Basketball Court Resurfacing Services

Marie Kerr Park - 39700 30th St W, Palmdale, CA 93551

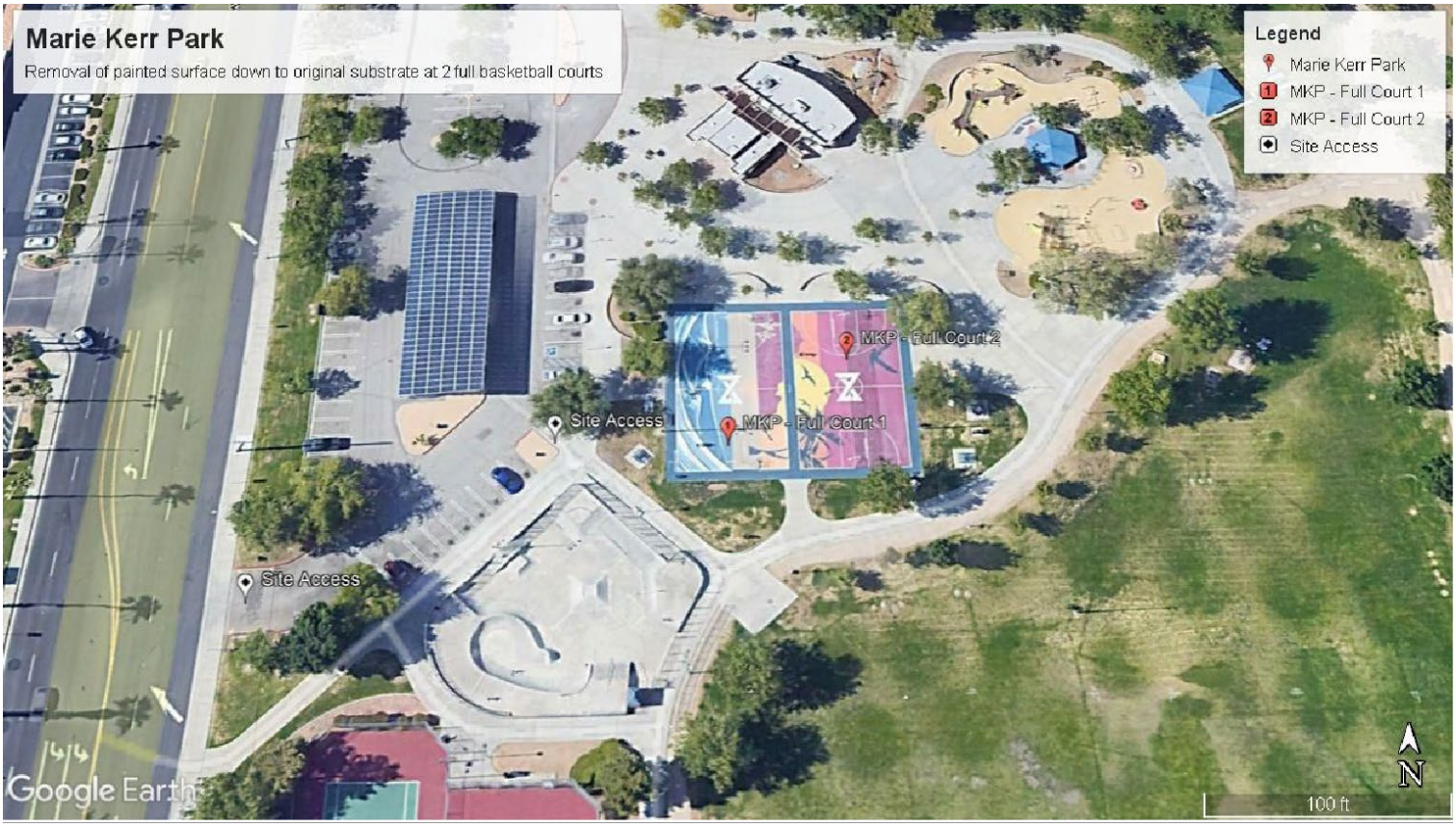


EXHIBIT A

Prevailing Wage Requirements

1. This Contract calls for work to be performed constituting public works. Contractor and all subcontractors shall pay the general prevailing rate of per diem wages as determined and as published by the State Director of the Department of Industrial Relations pursuant to Article 2 of Chapter 1 of Part 7, of Division 2 of the State Labor Code, including, but not limited to, Sections 1770, 1771, 1773, 1773.2 and 1774.

2. This is a public work and requires the payment of prevailing wages for the work or craft in which the worker is employed for any public work done under the contract by Contractor or by any subcontractor pursuant to Section 1771 of the Labor Code. Pursuant to the provisions of Section 1773 of the Labor Code of the State of California, the City has obtained the general prevailing rate of per diem wages and the general rate for holiday and overtime work in this locality for each craft, classification, or type of workman needed to execute this contract from the Director of the Department of Industrial Relations. These rates are on file with the City or may be obtained at http://www.dir.ca.gov/OPRL/DPreWageDetermination.htm.

Contractor shall post a copy of such wage rates at the job site and shall pay the adopted prevailing wage rates as a minimum. Contractor shall comply with the provisions of Sections 1775, 1776, 1777.5, 1777.6, and 1813 of the Labor Code. Pursuant to the provisions of 1775 of the Labor Code, Contractor shall forfeit to the City, as a penalty, not more than $200.00 for each calendar day, or portion thereof, for each laborer, worker, or mechanic employed, paid less than the stipulated prevailing rates for any work done under this Contract, by him or by any subcontractor under him, in violation of the provisions of this Agreement.

3. Contractors and subcontractors who are ineligible to bid for work on, or be awarded, a public works project pursuant to Labor Code Sections 1777.1 and 1777.7 are prohibited from bidding on, being awarded, or performing work as a subcontractor, on this Project pursuant to Public Contract Code Section 6109.

4. Contractor's attention is directed to the provisions in Sections 1774, 1775, 1776, 1777.5 and 1777.6 of the Labor Code. Contractor shall comply with the provisions in these Sections. The statutory provisions for penalties for failure to comply with the State's wage and hours laws will be enforced. Pursuant to Section 1775 of the Labor Code, the Contractor and any subcontractors, shall, as a penalty to the City forfeit the prescribed amounts per calendar day, or portion thereof, for each worker paid less than the prevailing wage rates.

5. Pursuant to Labor Code Section 1771.4, the Project is subject to compliance monitoring and enforcement by the California Department of Industrial Relations.

6. Each Contractor and subcontractor shall furnish the records specified in Labor Code Section 1776 directly to the State Labor Commissioner at least monthly in the format prescribed by the State Labor Commissioner.

7. Sections 1774 and 1775 require the Contractor and all subcontractors to pay not less than the prevailing wage rates to all workmen employed in the execution of the Contract and specify forfeitures and penalties for failure to do so. The minimum wages to be paid are those determined by the State Director of the Department of Industrial Relations. Section 1776 requires the Contractor and all subcontractors to keep accurate payroll records, specifies the contents thereof, their inspection and duplication procedures and certain notices required of the Contractor pertaining to their location.

8. Section 1777.5 of the Labor Code requires Contractor or subcontractor employing workers in any apprenticeable occupation to apply to the Joint Apprenticeship Committee nearest the site of the public works project, which administers the apprenticeship program in that trade for a certificate of approval. The certificate will also fix the ratio of apprentices to journeymen to be used in the performance of the Contract. The Contractor is required to make contributions to funds established for the administration of apprenticeship programs if he employs registered apprentices or journeymen in any apprenticeable trade and if other contractors on the public works site are making such contributions. Information relative to apprenticeship standards, contributions, wage schedules and other requirements may be obtained from the State Director of Industrial Relations or from the Division of Apprenticeship Standards. Section 1777.6 of the Labor Code provides that it shall be unlawful to refuse to accept otherwise qualified employees as registered apprentices solely on the grounds of race, religious creed, color, national origin, ancestry, sex, or age.

9. Eight hours labor constitutes a legal day's work, as set forth in Labor Code Section 1810. The statutory provisions for penalties for failure to comply with the State's wage and hour laws will be enforced as set forth in Labor Code Section 1813.

MINUTES
CITY COUNCIL
SA/HA/IDA/PAA/PCA/PFA
CITY HALL COUNCIL CHAMBER
38300 SIERRA HIGHWAY, SUITE B
PALMDALE, CALIFORNIA
MAY 15, 2024

www.cityofpalmdale.org

1) CALL MEETING TO ORDER

Mayor Bishop called the meeting to order at 5:01 pm.

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

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

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

3) PLEDGE OF ALLEGIANCE AND MOMENT OF SILENCE

Mayor Pro Tem Loa led the pledge of allegiance.

Mayor Bishop announced the meeting would be adjourned in honor of retired Lieutenant Ronald Shreves and Councilmember Bettencourt would be making a statement.

Item 4.2 was presented before Item 4.1.

4) PRESENTATIONS

4.1) Commendation recognizing Fred Barthe' as the Tom Hilzendeger Veteran of the Year.

Councilmember Ohlsen presented a commendation and sash to Mr. Barthe. Representatives from the offices of Congressman Garcia, Senator Wilk, 5th District Supervisor Barger, Assemblyman Lackey, Assemblyman Carrillo, Antelope Valley Veterans Community Action Coalition, and Vets 4 Veterans. Mr. Barthe gave a brief speech.

Mayor Bishop called for a recess at 5:36 pm - 6:00 pm.

Councilmember Alarcón left the dais at 5:36 pm and did not return.

4.2) Certificates recognizing the youth art contest winners for utility box wraps at the parks.

Recreation Supervisor Rice spoke about the youth art contest and the participants. Mayor Bishop presented the certificates to the winners of the contest.

5) PUBLIC COMMENTS:

CONSENT CALENDAR, APPOINTMENT(S), NEW BUSINESS, AND CLOSED SESSION:

The following individual provided public input: Mario Presents spoke on Item 8.1 Budget Presentation and auditing of donations provided to non-profits.

Councilmember Bettencourt asked a question regarding public comments on the budget item. Staff provided clarification.

Mayor Bishop pulled Item 6.10 and stated he would recuse himself from it because he had done business with Lamar Central Outdoor, LLC, within the last 12 months.

6) CONSENT CALENDAR

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

6.2) Approve First Amendment to Agreement with Innovative Concert Lighting, Inc. for lighting production and equipment services at the Palmdale Amphitheater increasing the agreement by $229,786, for a total not to exceed amount of $346,786 for a three-year term through June 30, 2025, with the option to extend two additional one-year terms.

6.3) Approve Second Amendment to the Agreement with Henisey Electric for temporary electrical and general services for special events, increasing the amount of the agreement by $158,000 for a total amount not to exceed $493,000 for a one-year term through June 30, 2025.

6.4) Approve the Second Amendment to the Agreement with Rich Meier's Landscaping, Inc. for Professional Landscape Maintenance Services, increasing the agreement by $588,000 for a total not to exceed amount of $14,061,877 and extending the contract term by three months to September 30, 2024.

6.5) Approve the First Amendment to the Agreement with KTUA for PN 839, McAdam Park Renovation Project, to increase the agreement by $53,763 for the total not to exceed amount of $527,758 with an extension of an additional 135 calendar days for a total of 375 calendar days.

6.6) Approve Requisition with Velocity Truck Centers for New Rizon E18M Electric Truck with a Dump Body in an amount not to exceed $180,635.

6.7) Adopt Resolution No. CC 2024-049, a Resolution of the City Council of the City of Palmdale declaring its intention to order the detachment of parcels from certain assessment districts.

6.8) Adopt Resolution No. CC 2024-050, a Resolution of the City Council of the City of Palmdale declaring its intention to order the detachment of parcels from certain benefit assessment districts.

6.9) Adopt Resolution No. CC 2024-056, a Resolution of the City Council of the City of Palmdale approving the application to CAL FIRE'S Urban and Community Forest Grant Program.

6.10) Adopt Resolution No. CC 2024-051, a Resolution of the City Council of the City of Palmdale approving a Billboard Relocation Agreement with Lamar Central Outdoor, LLC for the removal of four existing billboards to construct one new digital advertising display.

Motion: Adopt Resolution No. CC 2024-051, a Resolution of the City Council of the City of Palmdale approving a Billboard Relocation Agreement with Lamar Central Outdoor, LLC for the removal of four existing billboards to construct one new digital advertising display.
Moved by Eric Ohlsen, seconded by Laura Bettencourt.

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

Mayor Bishop returned to the dais.

6.11) Approve the minutes from the May 1, 2024 meeting.

Motion: Approve the items listed on the Consent Calendar except Item 6.10.
Moved by Richard J. Loa, seconded by Eric Ohlsen.

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

7) PUBLIC HEARING

7.1) Adopt Resolution No. CC 2024-048, a Resolution of the City Council of the City of Palmdale, approving a form of Density Bonus Agreement with Maison's Palmdale Blvd 150, LLC, to facilitate the construction of Tentative Tract Map 83359 located on the south side of Palmdale Boulevard between 50th Street East and 55th Street East (APN: 3023-002-084).

City Clerk Scott read the title of Resolution No. CC 2024-048.

Mayor Bishop opened the Public Hearing.

City Attorney Curley spoke regarding his review of the Planning Commission video and about the approval of the Density Bonus Agreement.

The following individuals provided public testimony in opposition: Jackie Cardorn; Corrine Stephenson; Joel Stephenson; and Carli Galasso.

Mario Presents commented on the California State Housing Element Law and encouraged concerned citizens to contact State representatives for assistance.

Hunt Braly, Poole & Shaffery, and Phil Ram, Ravello Holdings, spoke regarding the project.

Mayor Bishop closed the Public Hearing.

There was Council and staff discussion regarding traffic safety, State guidelines for housing, and a traffic study.

Motion: Adopt Resolution No. CC 2024-048, a Resolution of the City Council of the City of Palmdale, approving a form of Density Bonus Agreement with Maison's Palmdale Blvd 150, LLC, to facilitate the construction of Tentative Tract Map 83359 located on the south side of Palmdale Boulevard between 50th Street East and 55th Street East (APN: 3023-002-084).
Moved by Laura Bettencourt, seconded by Austin Bishop.

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

8) JOINT BUDGET WORKSHOP PRESENTATION CC/SA/HA/IDA/PAA/PCA/PFA

8.1) Presentation of City of Palmdale Draft Budget for Fiscal Year 2024-25.

City Manager Perez spoke regarding the FY 2024/2025 budget and announced that the City shows a five-year projection in the black. She also stated that the City engaged a surveying firm that reached out to registered voters throughout the City of Palmdale, approximately 550, to find out what the citizens were seeking of the Council and the budgeting process. The results of the survey showed the priorities were infrastructure, investment in parks and green spaces, and public safety.

Director of Operations Samson presented a detailed overview of the budget.

There was Council and staff discussion regarding licenses and permits, property taxes, sales tax, operating expenditures, and funds for Measure AV, American Rescue Plan Act (ARPA), Measure R, Gas Tax, Traffic, and Measure H. Operations Director Samson responded to the questions asked by Council, and stated she would look into Measure R and Gas Tax funds and highlight Measure H funds in the budget document.

9) CITY MANAGER'S REPORT

City Manager Perez reported on the Farmer's Market, the High Desert Beer & Wine Festival, a letter to Caltrans, and the last flight of NASA's DC-8.

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

Councilmember Bettencourt requested a round table/town hall meeting regarding the mental health of the community, thanked people who came out to the We Build veteran housing event, and thanked the Holiday Inn for the Grab and Go Lunch event for first responders.

Councilmember Ohlsen congratulated Fred Barthe' on receiving the Tom Hilzendeger Veteran of the Year Award and reminded citizens of the Memorial Day Event on May 27 at Poncitlan Square.

Mayor Bishop requested a safe driving campaign. City Manager Perez discussed the actions that have been taken and proposed actions for the safe driving campaign.

Councilmember Bettencourt recommended that the school districts and non-profit organizations be included in the safe driving campaign.

11) NON-AGENDA PUBLIC COMMENTS:

The following individuals provided public input: Eugene Hernandez commented on the District 5 town hall and suggested a town hall on mental illness and traffic; Corbin Ingram spoke about a study on air traffic and air taxis; Roger Soderstedt commented on infrastructure and the Palmdale airport; and Marsha Furman spoke about the public comment rules.

Councilmember Bettencourt suggested that the public be allowed to ask questions during the budget presentation in the future.

12) PRESENTATION BY CITY ATTORNEY

City Attorney Curley spoke regarding Item 12.1.

Councilmember Bettencourt recused herself from item 12.1 because she is an employee of the Los Angeles Sheriff's Department. She also spoke about Lieutenant Shreves' professionalism and kindness and the impact on her life and others.

Mayor Pro Tem Loa spoke about his positive interactions with Lieutenant Shreves.

Mayor Bishop and Councilmember Ohlsen spoke encouraging words to Deputy City Manager Shreves.

12.1) CONFERENCE WITH LEGAL COUNSEL- ANTICIPATED LITIGATION
Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Section 54956.9: one case - Los Angeles County Sheriff's Department

13) ANNOUNCEMENT BY CITY ATTORNEY

Closed Session was held from 7:44 pm - 8:55 pm.

City Attorney Curley announced the Council was updated and took no reportable action.

14) ADJOURN

Mayor Bishop adjourned the meeting at 9:00 pm, in memory of retired Lieutenant Ronald Shreves, to June 5, 2024, 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 5th day of June 2024.

_____
Austin Bishop, Mayor

ATTEST:

_____
Rochelle Scott, City Clerk

City Council Staff Report

DATE: **JUNE 5, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **ECONOMIC AND COMMUNITY DEVELOPMENT DEPARTMENT PLANNING DIVISION**

DISTRICT: **ALL**

SUBJECT: **INTRODUCE AND ADOPT ORDINANCE NO. 1641, AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PALMDALE, CALIFORNIA, RECOMMENDING CITY COUNCIL APPROVAL OF GENERAL PLAN AMENDMENT 24-0001, ZONING ORDINANCE AMENDMENT 24-0003 AND ZONE CHANGE 24-0001, A REQUEST TO AMEND THE GENERAL PLAN, ZONING ORDINANCE AND LAND USE MAP AND ZONING MAP TO ADDRESS INCONSISTENCIES AND FINDING THAT THE PROJECT IS CONSISTENT WITH PROGRAM ENVIRONMENTAL IMPACT REPORT 22-002 PREPARED AND CERTIFIED IN CONJUNCTION WITH THE CITY'S GENERAL PLAN**

RECOMMENDATION

Staff recommends that the City Council:

1. Introduce and adopt Ordinance No. 1641, an Ordinance of the City Council of the City of Palmdale, recommending City Council approval of General Plan Amendment (GPA) 24-0001, Zoning Ordinance Amendment (ZOA) 24-0003 and Zone Change (ZC) 24-0001 and finding that the project is consistent with the Program Environmental Impact Report (PEIR) 22-002 prepared and certified in conjunction with the City's General Plan (Palmdale 2045).

BACKGROUND

On September 21, 2022, Palmdale 2045 was adopted by the City Council and replaced the previously adopted General Plan (1993). State law requires that the regulations governing the use and development of lands within the municipal limits of a city be consistent with the adopted General Plan for that city. Ordinance No. 1603 was adopted by the City Council on March 15, 2023, which amended Title 17 of the Palmdale Municipal Code (PMC) to implement the vision of Palmdale 2045 as well as support new land use patterns and future development. Ordinance Nos. 1613 and 1614 were adopted by the

City Council on August 16, 2023, which included minor amendments to the PMC necessary to address inconsistencies, clarify review procedures section references, and update the associated Zoning Map. Ordinance No. 1627 was adopted on December 6, 2023, to further clarify review procedures within Title 17 related to measuring distance requirements and uses within the Mixed-Use, Public Facility, and Industrial zones. On February 7, 2024 Ordinance No. 1639 was adopted which amended the Noise Element of the General Plan, the Development Standards for Mixed-Use zones, the Land Use map, and Zoning map to address inconsistencies and clarify review procedures.

DISCUSSION

The proposed project will amend the density ranges for the Health and Wellness (HW) Land Use designation and Medical Flex (MDFX) zone so that they are consistent with the Education Flex (EDFX) zone. Additionally, there will be an amendment of the Development Standards pertaining to Minor Exceptions for parking and density requirements, thereby allowing more flexibility. Furthermore, the allowed use table within the Aerospace Industrial (AI) zone will be amended, and review procedures related to open space requirements within the Industrial zones will also be clarified.

The amendments to the General Plan Land Use map and Zoning map will address concerns raised by the Mainstreet Coalition group when Palmdale 2045 and the comprehensive zoning ordinance update were adopted. The proposed amendments are necessary to clarify review procedures and inconsistencies in a continued effort to streamline processes and provide flexibility.

FISCAL IMPACT

$0; any fees associated with future applications and permits will be paid at time of submittal.

STRATEGIC PLAN

Goal IV: Maintain a desirable community where everyone wants to live, work, and play.

A. Support opportunities to celebrate rich traditions and diverse cultures in the community.

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

ATTACHMENTS

Ord No. 1641
General Plan Land Use Designation
Reso No. PC-2024-011

CITY OF PALMDALE, A CHARTER CITY,
COUNTY OF LOS ANGELES, CALIFORNIA
ORDINANCE NO. 1641

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF PALMDALE, CALIFORNIA, RECOMMENDING CITY COUNCIL APPROVAL OF GENERAL PLAN AMENDMENT 24-0001, ZONING ORDINANCE AMENDMENT 24-0003 AND ZONE CHANGE 24-0001, A REQUEST TO AMEND THE GENERAL PLAN, ZONING ORDINANCE AND LAND USE MAP AND ZONING MAP TO ADDRESS INCONSISTENCIES AND FINDING THAT THE PROJECT IS CONSISTENT WITH PROGRAM ENVIRONMENTAL IMPACT REPORT 22-002 PREPARED AND CERTIFIED IN CONJUNCTION WITH THE CITY'S GENERAL PLAN

A. INTENT OF THE CITY COUNCIL:

1. The City of Palmdale (City) has filed an application that applies to the City and the City's sphere of influence, requesting approval of General Plan Amendment (GPA) 24-0001, Zone Ordinance Amendment (ZOA) 24-0003, and Zone Change (ZC) 24-0001, to address inconsistencies, as indicated in Exhibits A and B (hereinafter referred to as "Application"); and

2. State law requires that the regulations governing the use and development of lands within the municipal limits of a city be consistent with the adopted General Plan for that city. On September 21, 2022, the City Council adopted a comprehensive update to the General Plan (Palmdale 2045), which required a comprehensive update to Title 17 of the Palmdale Municipal Code (PMC)*;* and

3. On March 15, 2023, the City Council of the City of Palmdale adopted Ordinance No. 1603 a comprehensive Zoning Code and Map update; and

4. On August 16, 2023, the City Council of the City of Palmdale adopted Ordinance No. 1613 and 1614 which identified minor amendments to the PMC necessary to address inconsistencies, clarify review procedures, correct typographical errors and section references, as well as update the associated Zoning Map; and

5. On December 6, 2023, the City Council of the City of Palmdale adopted Ordinance No. 1627 which identified minor amendments to Title 17 necessary to address inconsistencies and clarify review procedures; and

6. On February 7, 2024, the City Council of the City of Palmdale adopted Ordinance No. 1639 which amended the Noise Element of the General Plan,

the Development Standards for Mixed-Use zones, the Land Use map, and Zoning map to address inconsistencies and clarify review procedures; and

7. On May 9, 2024, the Planning Commission of the City of Palmdale conducted a duly noticed public hearing on the Application and concluded said hearing on that date; and

8. On June 5, 2024, the City Council of the City of Palmdale conducted a duly noticed public hearing on the Application and concluded said hearing on that date.

B. ORDINANCE

THE CITY COUNCIL OF THE CITY OF PALMDALE DOES ORDAIN AS FOLLOWS:

SECTION 1. The City Council hereby specifically finds that all the facts set forth in the Recitals, Part A of this Ordinance, are true and correct.

SECTION 2. The City Council hereby finds as follows with respect to the environmental document:

A. PEIR 22-002 (State Clearinghouse # 2021060494) was prepared and certified by the City Council (Resolution No. CC 2022-096) on September 21, 2022, for approval of the City's General Plan (Palmdale 2045). As part of the environmental analysis, PEIR 22-002 also considered the adoption and implementation of the Comprehensive Zoning Code and Map update. Staff review has determined that a subsequent or supplemental PEIR as described in California Environmental Quality Act (CEQA) Guidelines Sections 15162, 15163, or 15164, is not required because the proposed GPA, ZOA, and ZC modifies language in the recently adopted General Plan and Title 17 of the PMC. The amendments also include modifications to the Land Use map and the Zoning map to address inconsistencies and would not require major revisions of the PEIR, there are no significant changes in circumstances and there is no new information of substantial importance that will involve new significant environmental effects or increase the severity of previously identified significant effects. As such, staff concluded that the request is consistent with the previous PEIR in accordance with CEQA Guidelines and has determined that no additional environmental analysis is required.

B. The custodian of records for the environmental document, and all other materials which constitute the record of proceedings upon which the Planning Commission's decision is based, is the Planning Manager of the City of

Palmdale. These documents are available for public review in the Planning Division of the City of Palmdale located at 38250 Sierra Highway, Palmdale, California 93550, telephone (661) 267-5200. In addition, the Final PEIR is available at: https://palmdale2045gp.org/wp-content/uploads/2022/10/PalmdaleGP_FinalEIRAppendicesResponsetoCommentsFindingofFactandStatementofOverridingConsiderations.pdf.

SECTION 3. Based upon substantial evidence presented to this Council during the above-referenced June 5, 2024, public hearing, including public testimony, and written and oral staff report, this Council specifically finds as follows:

(a) The proposed change in land use and zone is consistent with State law. (GPA) (ZOA)

(b) The proposed Zone Change will not have a substantial adverse effect on surrounding properties or the community in general. (ZC)

(c) The proposed ZOA and GPA is reasonable and beneficial and conforms with the goals, objectives, and policies of the General Plan. (ZOA) (GPA)

(d) The proposed ZOA is necessary to implement the General Plan and to provide public safety, convenience and/or general welfare. (ZOA)

The proposed project will amend the density ranges for the Health and Wellness (HW) Land Use designation and Medical Flex (MDFX) zone, so that they are consistent with the Education Flex (EDFX) zone. Additionally, there will be an amendment of the Development Standards pertaining to Minor Exceptions for parking and density requirements, thereby allowing more flexibility. Furthermore, the allowed use table within the Aerospace Industrial (AI) zone will be amended, and review procedures related to open space requirements within the Industrial zones will also be clarified.

In addition, the amendments to the General Plan Land Use map and Zoning map will address concerns that were raised by the Mainstreet Coalition group when Palmdale 2045 and the comprehensive zoning ordinance update were adopted. The proposed amendments are necessary to clarify review procedures and inconsistencies in a continued effort to streamline processes and provide flexibility.

SECTION 4. Based on the findings and conclusions outlined in paragraphs 1 and 2, this Council recommends approval of GPA 24-0001, ZOA 24-0003, and ZC 24-0001 as shown in Exhibit A, B, and C and finds that the project is consistent with PEIR 22-002 prepared and certified for Palmdale 2045.

SECTION 5. All legal prerequisites and pre-conditions to introducing, enacting, and adopting this Ordinance have occurred as required by law and policy.

SECTION 6. The City Clerk shall certify the adoption of this ordinance and shall cause this ordinance to be published or posted as required by law.

PASSED, APPROVED and **ADOPTED** this 5th day of June, 2024.

_____
Austin Bishop, Mayor

Approved as to form:

ATTEST:

_____
William P. Curley, III
City Attorney

_____
Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of the City 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 _____ day of _____, 20___ effective on the ____ day of _____, 20___ by the following roll call vote:

AYES: _____

NOES:_____

ABSTAIN:_____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

EXHIBIT A

17.16.210 (U)

Use Inauguration shall mean ~~the institution of use or occupancy of a property or~~ that applicable grading and/or building permits have been issued~~, internal infrastructure installed, foundations poured,~~ and ~~above ground~~ construction initiated and ongoing.

17.23.020 Applicability

C. Minor Exceptions. The following modifications are subject to approval of a minor exception:

(5) On-Site Parking. The Review Authority may grant reductions in the number of required parking spaces pursuant to an approved transportation demand management program, pursuant to PMC Section 17.87.070(H) (Transportation Demand Management (TDM) Programs), for provision of a bus turnout, pursuant to PMC Section 17.87.070(B) (Bus Turnout), or a maximum of ~~10~~50 percent reduction if the use can demonstrate through submittal of studies and other materials that the amount of parking demand for the particular use is less than what is required by Table 17.87.060-1 (Required Number of Vehicle Parking Spaces).

(11) Density. The Review Authority may decrease density by not more than 50 percent of the number of housing units required for mixed-use development.

Table 17.48.010-1. Development Standards – Commercial/Office Zones

Commercial/Office zones	
Standards	MEDFX
Building Form and location	
Minimum Residential Density (units/acre)	~~30~~10
Maximum Residential Density (units/acre)	~~50~~30

Table 17.65.020-1. Allowed Uses – Industrial Zones

Industrial Zones	
Use	AI
Ministorage Warehousing or Facility	CUP

17.67.110.G - Design standards for industrial development.

A maximum of 40 percent of the outdoor common open space may be covered but cannot be enclosed. Common open space is considered enclosed when the space between a floor, decking, or ground level and a roof structure has sides taller than 50 inches in height on more than two sides;

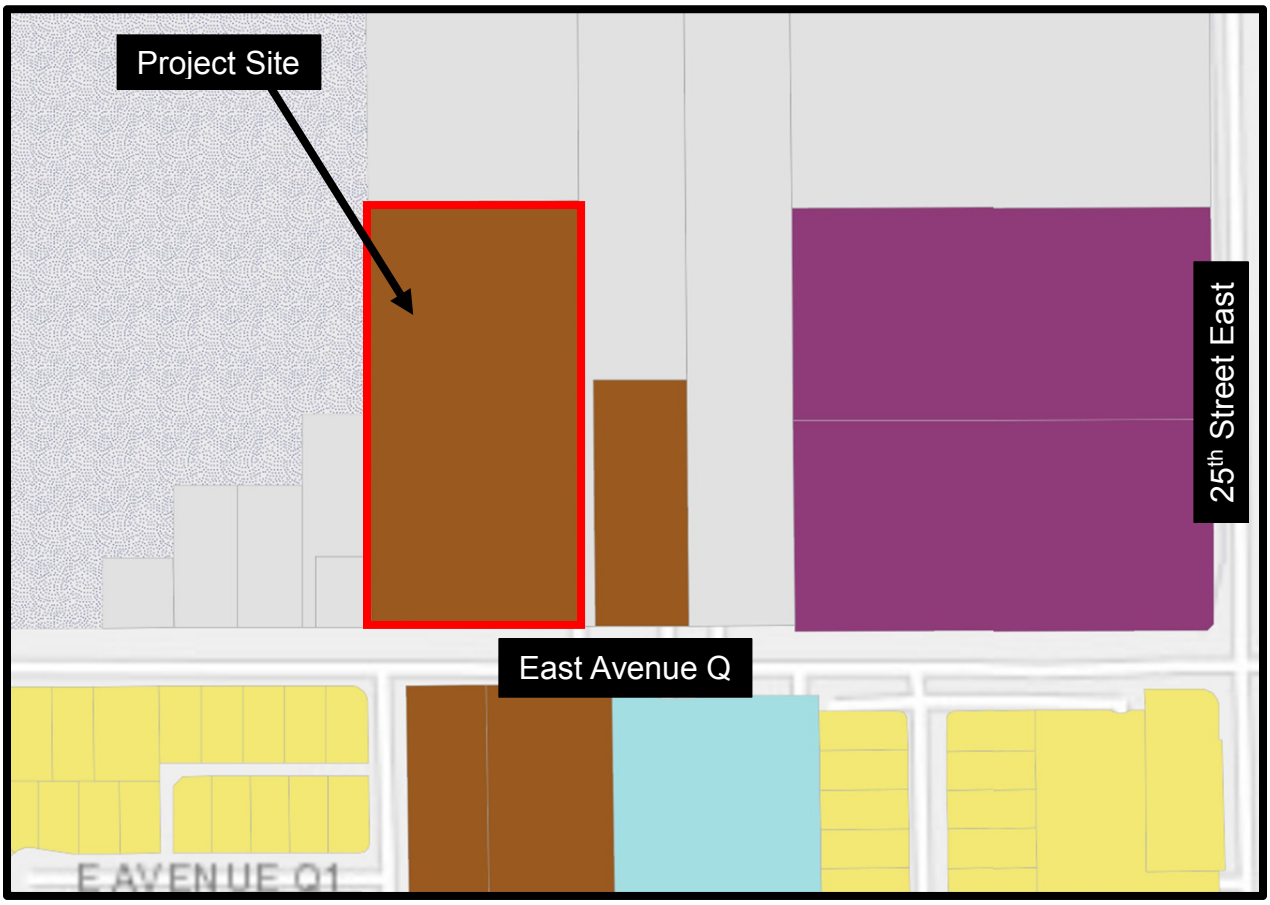
17.87.070 Exceptions and reductions to required parking

The number of parking spaces required by PMC Section 17.87.060 (Required vehicle spaces) may be reduced as follows if the Director finds any or all of the following criteria are applicable, that the number of parking spaces provided is adequate and such reduction will not create a traffic safety hazard. In the event the City Engineer determines additional spaces are needed for traffic safety, or an intensification of use is proposed on the site, the City may require provision of the additional spaces. Parking reductions are cumulative, up to a maximum of ~~30~~50 percent; all applicable parking reductions may be applied in determining the number of required parking spaces.

(E) Adjacent On-Street Parking. For nonresidential uses and the nonresidential portion of a mixed-use development, the Director may approve ~~a reduction to the off-street parking requirements of Table 17.87.060-1 (Required Number of Vehicle Parking Spaces) by one parking space for every two~~ on-street parking spaces located adjacent to the subject site toward the number of required parking spaces ~~(along the frontage)~~, provided the parking spaces meet the dimensional standards of this Chapter.

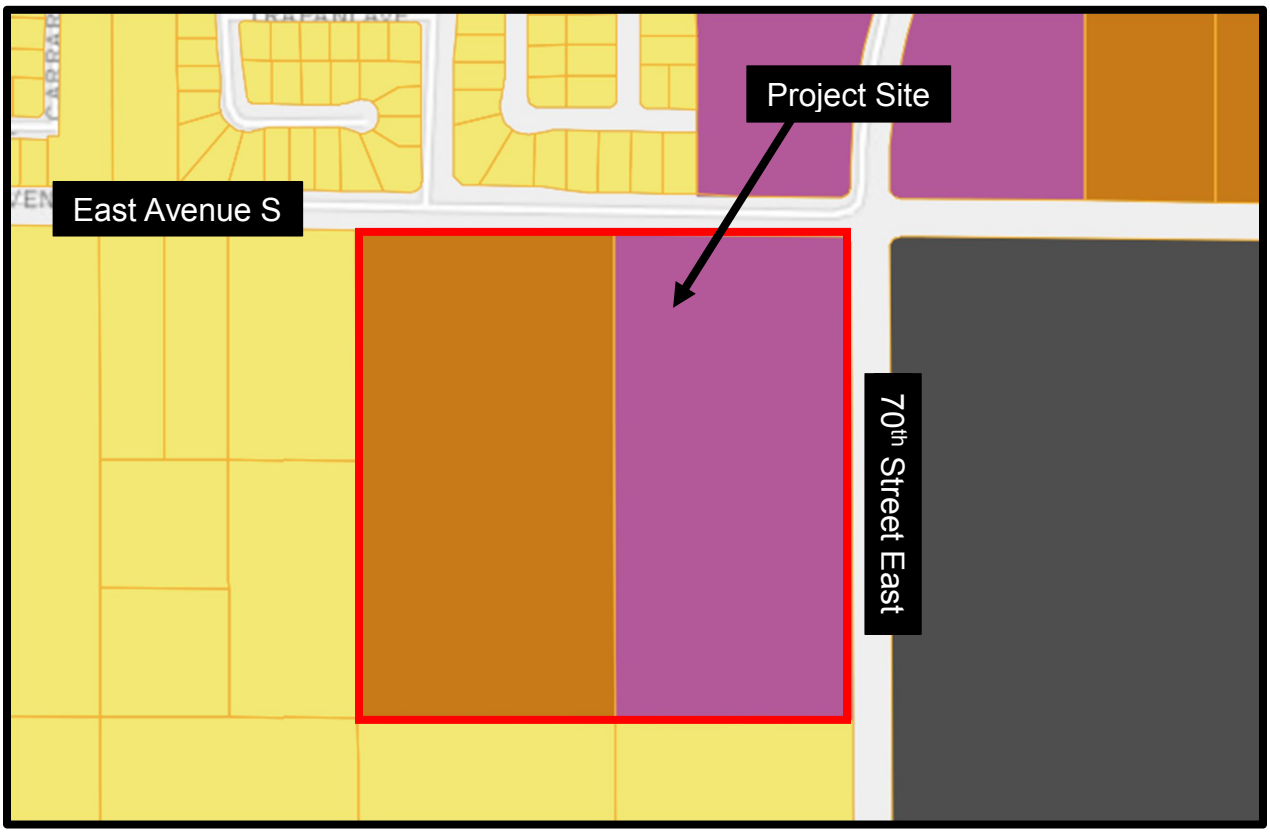
EXHIBIT B

Assessor Parcel No. 3022-012-041



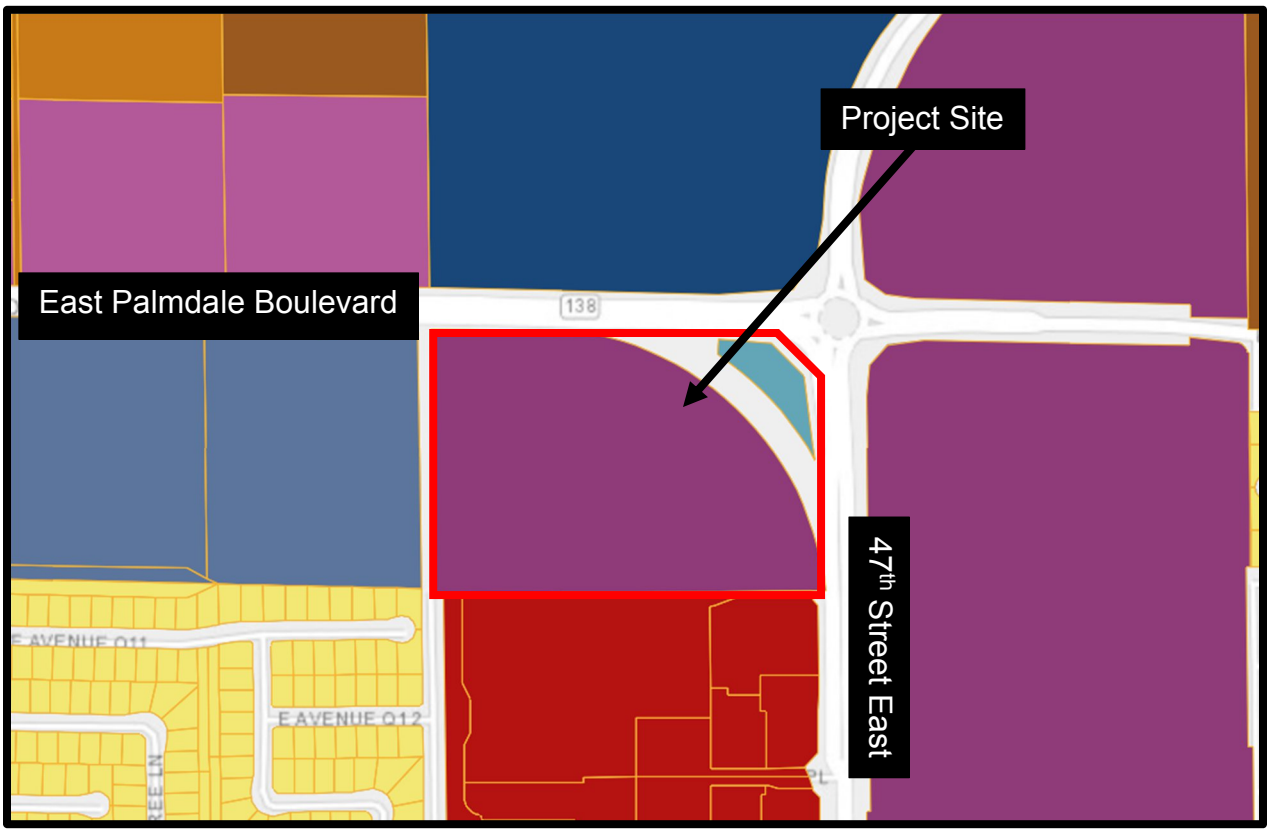
Modify one parcel from Residential Neighborhood 3 (RN 3) General Plan Land Use designation and zone to Employment Flex (EMPFX) General Plan Land Use designation and Office Flex (OFX zone)

Assessor Parcel Nos. 3051-031-008 and -009



Modify two parcels from Residential Neighborhood 2 (RN 2) General Plan Land Use designation and zone and Mixed Use 2 (MU 2) General Plan Land Use designation and zone to Single Family Residential 3 (SFR 3) General Plan Land Use designation and zone.

Assessor Parcel Nos. 3023-004-061 and -062



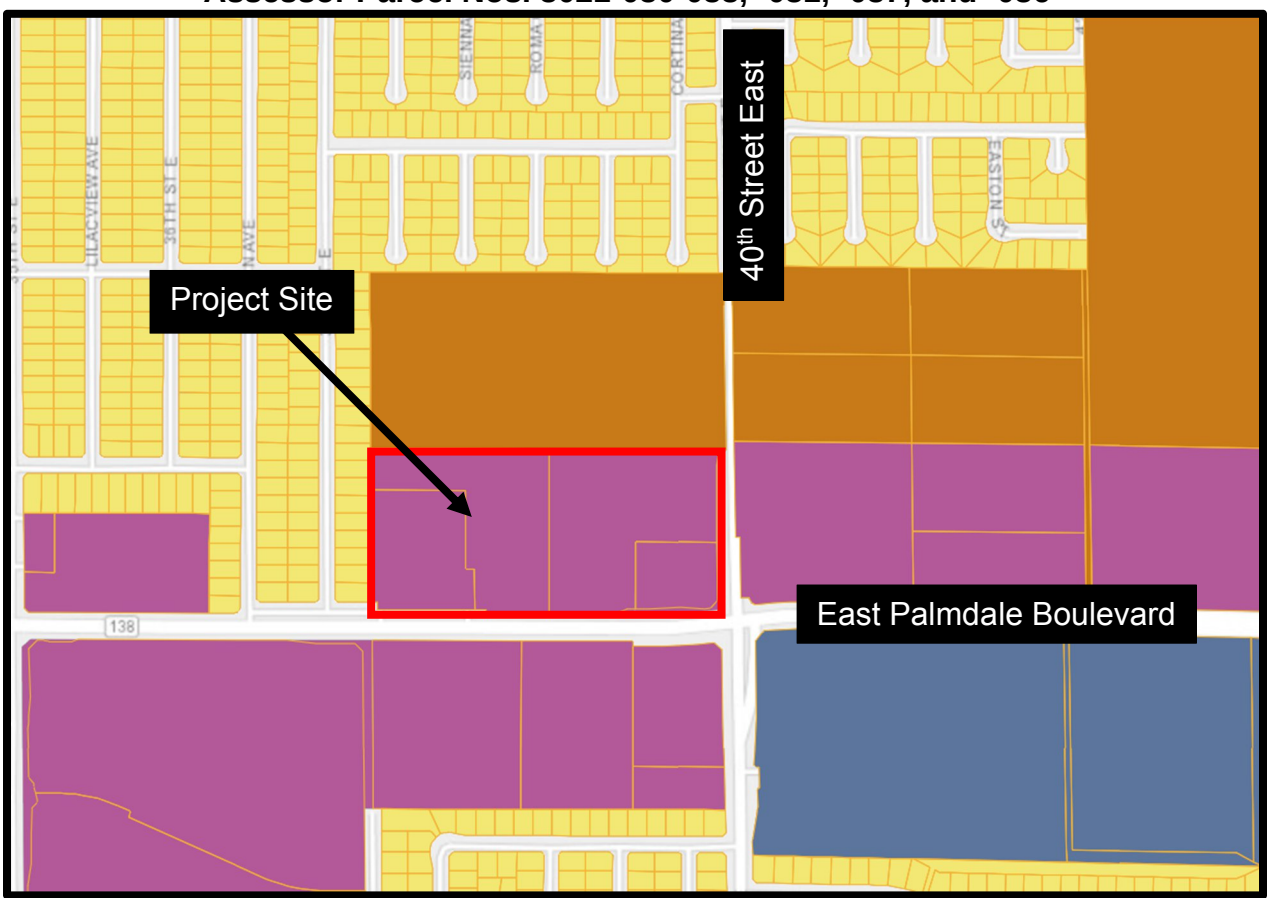
Modify two parcels from Mixed Use 3 (MU 3) General Plan Land Use designation and zone and Public Facility Civic (PF-C) General Plan Land Use designation and zone to Regional Commercial (RC) General Plan Land Use designation and zone.

Assessor Parcel Nos. 3003-004-015 and -014



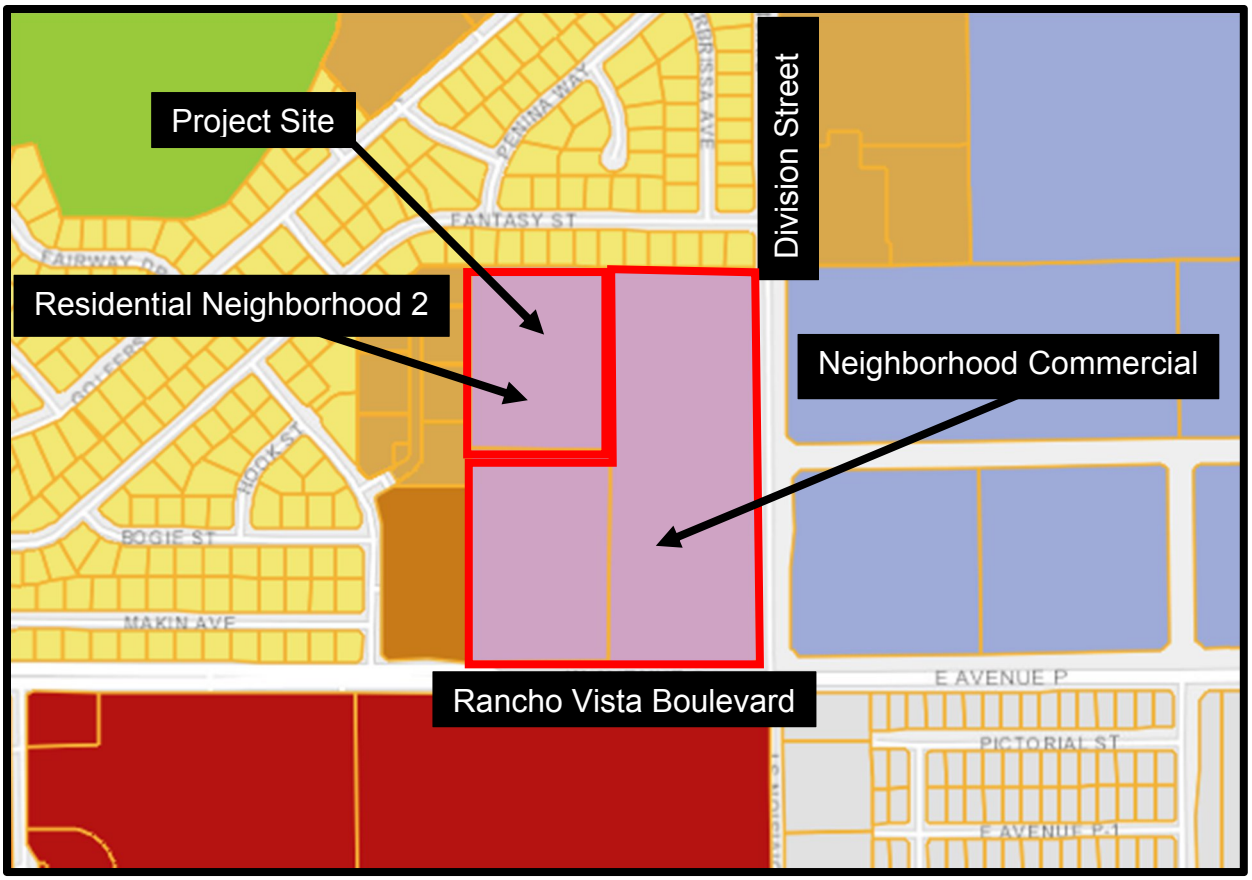
Modify two parcels from Single Family Residential 3 (SFR 3) General Plan Land Use designation and zone to Residential Neighborhood 2 (RN 2) General Plan Land Use designation and zone.

Assessor Parcel Nos. 3021-030-033, -031, -037, and -036



Modify four parcels from Mixed Use 2 (MU 2) General Plan Land Use designation and zone to Neighborhood Commercial (NC) General Plan Land Use designation and zone.

Assessor Parcel Nos. 3005-004-060, -099 and -100



Modify three parcels from Mixed Use 2 (MU 2) General Plan Land Use designation and zone to Neighborhood Commercial (NC) and Residential Neighborhood 2 (RN 2) General Plan Land Use designation and zone.

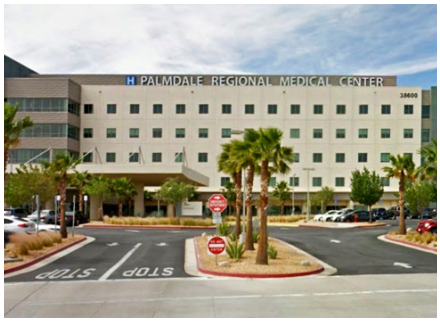
Table 5.4 General Plan Land Use Designations

Land Use Designation	Description and Uses Allowed	Density/Intensity
RESIDENTIAL		
Equestrian Residential (ER)	Rural single-family dwellings with parcels at least 2.5 acres or larger. Animal keeping allowed.	Up to 0.4 units per acre
Low Density Residential (LDR)	Detached single-family dwellings. Appropriate as a transition between rural and suburban areas.	Up to 1 unit per acre
Single Family Residential 1 (SFR1)	Detached single-family dwellings in a semi-rural environment. Animal keeping allowed.	Up to 2 units per acre
Single Family Residential 2 (SFR2)	Single-family dwellings located generally between the valley floor and steeper hillside areas.	Up to 4.4 units per acre
Single Family Residential 3 (SFR3)	Detached single-family dwellings on standard 7,000 square foot minimum lot size are typical.	Up to 6 units per acre
Residential Neighborhood 1 (RN1)	Intended for a low-density mix of attached and detached residential dwelling units.	Up to 10 units per acre
Residential Neighborhood 2 (RN2)	Intended for grouped housing such as townhouses, condominiums, apartments with on-site recreation and open space.	10 to 20 units per acre
Residential Neighborhood 3 (RN3)	Intended for "missing middle" or middle-density housing such as walkups, garden apartments, and rowhouses.	20 to 30 units per acre
Residential Neighborhood 4 (RN4)	Intended as a high-intensity, walkable neighborhood with a variety of types of housing, predominantly multifamily.	30 to 50 units per acre
MIXED-USE		
Mixed-Use 1 (MU1)	Intended to create a low-intensity concentration of commercial businesses and civic amenities mixed with single and multifamily housing.	Up to 20 du/acre Max Commercial FAR: 0.35
Mixed-Use 2 (MU2)	Intended to create a low/medium-intensity concentration of commercial businesses and civic amenities mixed with multifamily housing.	20 to 30 du/acre Max Commercial FAR: 2.0
Mixed-Use 3 (MU3)	Intended to create a medium-intensity concentration of businesses and amenities mixed with multifamily housing along major corridors.	30 to 50 du/acre Max Commercial FAR: 3.0
NON-RESIDENTIAL		
Regional Commercial (RC)	Accommodates retail and service uses attracting consumers from a regional market area, and film uses within the LA County secondary zone.	Up to 1.0 FAR (up to 30 du/acre at A.V. Mall)*
Neighborhood Commercial (NC)	Convenience-type retail and services designed to serve daily needs of the immediate neighborhood.	Up to 0.5 FAR
Visitor Commercial (VC)	Intended to accommodate a diverse mix of businesses that primarily serve visitors or that provide niche/specialty goods and services.	Up to 1.5 (2.0 for lodging)
Aerospace Industrial (AI)	Intended to support the current and future operations of USAF Plant 42 and the proposed Palmdale Regional Airport.	Up to 0.5 FAR
Industrial (IND)	Permits a variety of industrial uses, including manufacturing and assembly of products and goods, warehousing, distribution, and similar uses.	Up to 0.5 FAR
Employment Flex (EMPFX)	Transition zone intended to permit mixed development of lighter industrial uses and more intensive service, retail, and commercial uses.	Up to 1.0 FAR
Health and Wellness (HW)	Intended to accommodate a medical-oriented campus, supported by appropriate commercial and lodging uses.	~~30 to 50~~ du/acre 10-30 Up to 2.0 FAR
Educational Flex (EDFX)	Intended to primarily attract a mix of educational type uses like trade schools, public and private higher education facilities, and satellite campuses	10 to 30 du/acre Maximum FAR: 2.0
Mineral Resource Extraction (MRE)	Permits extraction and processing of mineral resources, including sand, gravel, and granite.	Up to 0.25 FAR
SPECIAL/PUBLIC		
Open Space (OS)	Reserved land for both natural and active open space uses.	Up to 0.01
Public Facilities (PF) • Civic (C) • School (S) • Park (P) • Utilities (U)	Land utilized for various types of public facilities, including schools, parks, libraries, hospitals, public safety and governmental facilities, sewer and water treatment plants, aqueduct, and landfills.	Up to 1.0 FAR
Specific Plans (SP)	For areas with adopted specific plans.	Varies
Public and quasi-public uses may also be located within other land use designations as established by the underlying zoning.		

See pages 107–137 for detailed design and character guidance for all land use designations.
** Up to 30 du/ac also applies to the property south of Palmdale Boulevard between SR-14 and Division Street with a comprehensive development plan.*

Health and Wellness (HW)





Description and Intended Physical Character

This place type is intended to accommodate a medical-oriented campus with a focus on medical/hospital uses, supported by appropriate commercial and lodging uses and open space areas for congregating and socializing. The envisioned mix of uses is a large hospital or medical office as the anchor, enlivened by part-time residents and access to a limited set of daily goods and services. The Health and Wellness designation is applied to the Palmdale Regional Medical Center environs, around the Kaiser Permanente facility on Avenue S, and a future medical district on Palmdale Boulevard and 40th Street.

Key Features

Primary Land Uses

- Hospital
- Medical/professional offices
- Assisted living/congregate care

Secondary Land Uses

- Supportive retail/services
- Educational uses
- Food retail
- Lodging
- Workforce housing
- Senior housing

Allowed Height

- 85 feet

Allowed Density and Intensity

- FAR: up to 2.0
- Du/ac: ~~30 to 50~~ 10-30

Appropriate Building Types

- Standalone commercial
- Low-rise and high-rise medical buildings
- Block form mixed-use buildings

City Council Staff Report

DATE: **JUNE 5, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
ENGINEERING DIVISION

DISTRICT: **ALL**

SUBJECT: **ADOPT RESOLUTION NO. CC 2024-031, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE TO ESTABLISH A VEHICLE MILES TRAVELED (VMT) PROGRAM WHICH INCLUDES VMT THRESHOLDS, VMT ANALYSIS REQUIREMENTS AND PROGRAM; AND ESTABLISHES TWO NEW CITY FEES: A VMT ANALYSIS FEE AND A VMT IMPACT FEE**

RECOMMENDATION

Staff recommends that the City Council:

1. Hold a public hearing to accept public testimony; and,

2. Adopt Resolution No. CC 2024-031, a Resolution of the City Council of the City of Palmdale to recommend a four percent (4%) VMT threshold, analysis requirement, and mitigation program, including a new VMT Analysis Fee of $600 per project and a VMT Impact Fee of $261 as provided for in the City of Palmdale SB 743 VMT Implementation Guidelines.

BACKGROUND

SB 743, signed into law by California Governor Jerry Brown in 2013, updated how transportation impacts were measured in California for new development projects, ensuring they were built to allow Californians more options to drive less. However, SB 743 effectively resulted in automobile delay, as measured by the “level of service” (LOS), and no longer constitutes a significant environmental effect under the California Environmental Quality Act (CEQA). (Pub. Resources Code, § 21099(b)(2)). This change in the analysis of transportation impacts went into effect when the CEQA Guidelines were updated to make the revisions called for in SB 743 and were certified by the Natural Resources Agency in December 2018.

The Governor's Office of Planning and Research (OPR) selected VMT as the principal measure to replace LOS for determining significant transportation impacts. VMT measures total vehicular travel that accounts for the number and length of vehicle trips. OPR selected VMT in part because jurisdictions are already familiar with this metric. VMT is used in CEQA to study other potential impacts such as greenhouse gases (GHG), air quality, and energy impacts and is used in planning for regional Sustainable Communities Strategies (SCS).

To date, projects across the State identified as having a significant transportation project have relied heavily on Transportation Demand Measures (TDMs) if they could not mitigate with on-site solutions. While TDMs can be effective, particularly in highly urbanized areas, they are generally less effective in suburban and rural contexts. TDMs can also be challenging from the standpoint of mitigation monitoring and can result in the requirement that a project manage and pay for them in perpetuity. These limitations have led jurisdictions to consider programmatic approaches and TDMs for VMT mitigation.

DISCUSSION

The City has relied on the *Los Angeles County Public Works Transportation Impact Analysis Guidelines*, dated July 23, 2020, for SB 743 analysis. To better reflect the unique character and needs of the City of Palmdale, new implementation guidelines have been prepared and are recommended for adoption. The proposed implementation guidelines include thresholds and analysis requirements for land use and transportation improvement projects. The implementation guidelines also include a VMT mitigation program to meet the needs of projects that require solutions beyond those directly available to a project, or that can be achieved through TDMs.

The proposed program allows for a project to use site-specific mitigation solutions, TDMs, purchase VMT reduction credits, or a combination of solutions to address its VMT impact.

Note that projects not subject to CEQA are not required to follow the implementation guidelines. This includes projects reviewed under existing ministerial or administrative processes, site plan review, and other actions that do not require environmental review.

FISCAL IMPACT

Developers must pay the City for a VTM Analysis Fee per project and a VMT Impact Fee for projects above the VMT adopted threshold as provided for in the City of Palmdale SB 743 VMT Implementation Guideline.

STRATEGIC PLAN

Goal III: Invest in infrastructure to improve community livability.

B. Implement and administer environmentally sustainable programs; and

D. Launch an efficient regional multi-modal transportation hub connecting rail, air, auto, and public transit.

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

ATTACHMENTS

Reso. No. CC 2024-031
Atch 1 City of Palmdale SB 743 Implementation Guidelines
Atch 2 Palmdale VMT Presentation

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2024-031

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE TO ESTABLISH A VEHICLE MILES TRAVELED (VMT) PROGRAM, WHICH INCLUDES VMT THRESHOLDS, VMT ANALYSIS REQUIREMENTS AND PROGRAM; AND ESTABLISH TWO NEW CITY FEES: A VMT ANALYSIS FEE AND A VMT IMPACT FEE

WHEREAS, the City of Palmdale wants to enhance traffic safety, analyze vehicle miles traveled (VMT), and equity within its communities, and

WHEREAS*,* the City of Palmdale has updated its California Environmental Quality Act (CEQA) guidelines to comply with statewide VMT requirements. The traffic division recommends a VMT policy that is appropriate for Palmdale, serves the best interests of the people of Palmdale, balances the need for growth and prosperity, and

WHEREAS*,* the City of Palmdale proposes implementing guidelines, including thresholds and analysis requirements for land use and transportation improvement projects. The implementation guidelines also include a VMT mitigation program to meet the needs of projects that require mitigation solutions beyond those directly available to a project or that can be achieved through Transportation Demand Measures (TDM); and

WHEREAS*,* the City of Palmdale establishes VMT thresholds, VMT analysis requirements, and a VMT mitigation program, including a new VMT Analysis Fee for city staff to run and maintain the VMT Analysis tool and a VMT Impact Fee for VMT above the adopted threshold is provided for in the City of Palmdale SB 743 VMT Implementation Guidelines;

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 of Palmdale SB 743 VMT Implementation Guidelines, including a VMT Impact Fee of $261 for VMT above the recommended threshold of four percent (4%), are hereby adopted.

SECTION 2. The City of Palmdale adopts a new VMT Analysis Fee of $600 per project for city staff to run and maintain the VMT Analysis tool.

SECTION 3. The City Clerk shall certify the adoption of this resolution.

PASSED, APPROVED and **ADOPTED** this _____ day of _____, _____.

_____
Approved as to form: Austin Bishop, Mayor

ATTEST:

_____ _____
William P. Curley, III Rochelle Scott, City Clerk
City Attorney

I, Rochelle Scott, City Clerk of the City of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the _____ day of _____, 20___ by the following roll call vote:

AYES: _____

NOES:_____

ABSTAIN:_____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

Analyzing Vehicle Miles Traveled (VMT) for CEQA Compliance

SB 743 VMT IMPLEMENTATION GUIDELINES FOR THE CITY OF PALMDALE

May 13, 2024

Public Works Department

38250 Sierra Highway

Palmdale, CA 93550

Background

In 2013, SB 743 was signed into law by California Governor Jerry Brown with a goal of reducing Greenhouse Gas (GHG) emissions, promoting the development of infill land use projects and multimodal transportation networks, and to promote a diversity of land uses within developments. One significant outcome resulting from this statute is that automobile delay, as measured by "level of service" (LOS) and other similar metrics, generally no longer constitutes a significant environmental effect under the California Environmental Quality Act (CEQA). (Pub. Resources Code, § 21099(b)(2)). This change in the analysis of transportation impacts went into effect when the CEQA Guidelines were updated to make the revisions called for in SB 743 and were certified by the Natural Resources Agency in December, 2018.

The Governor's Office of Planning and Research (OPR) selected Vehicle Miles Traveled (VMT) as the principal measure to replace LOS for determining significant transportation impacts. VMT is a measure of total vehicular travel that accounts for the number of vehicle trips and the length of those trips. OPR selected VMT, in part, because jurisdictions are already familiar with this metric. VMT is already used in CEQA to study other potential impacts such as GHG, air quality, and energy impacts and is used in planning for regional Sustainable Communities Strategies (SCS). As of July 1, 2020, agencies analyzing the transportation impacts of new projects must look at VMT as a metric known as vehicle miles traveled (VMT) instead of LOS.

VMT also allows for an analysis of a project's impact throughout the jurisdiction rather than only in the vicinity of the proposed project allowing for a better understanding of the full extent of a project's transportation-related impact.

Use of this Document

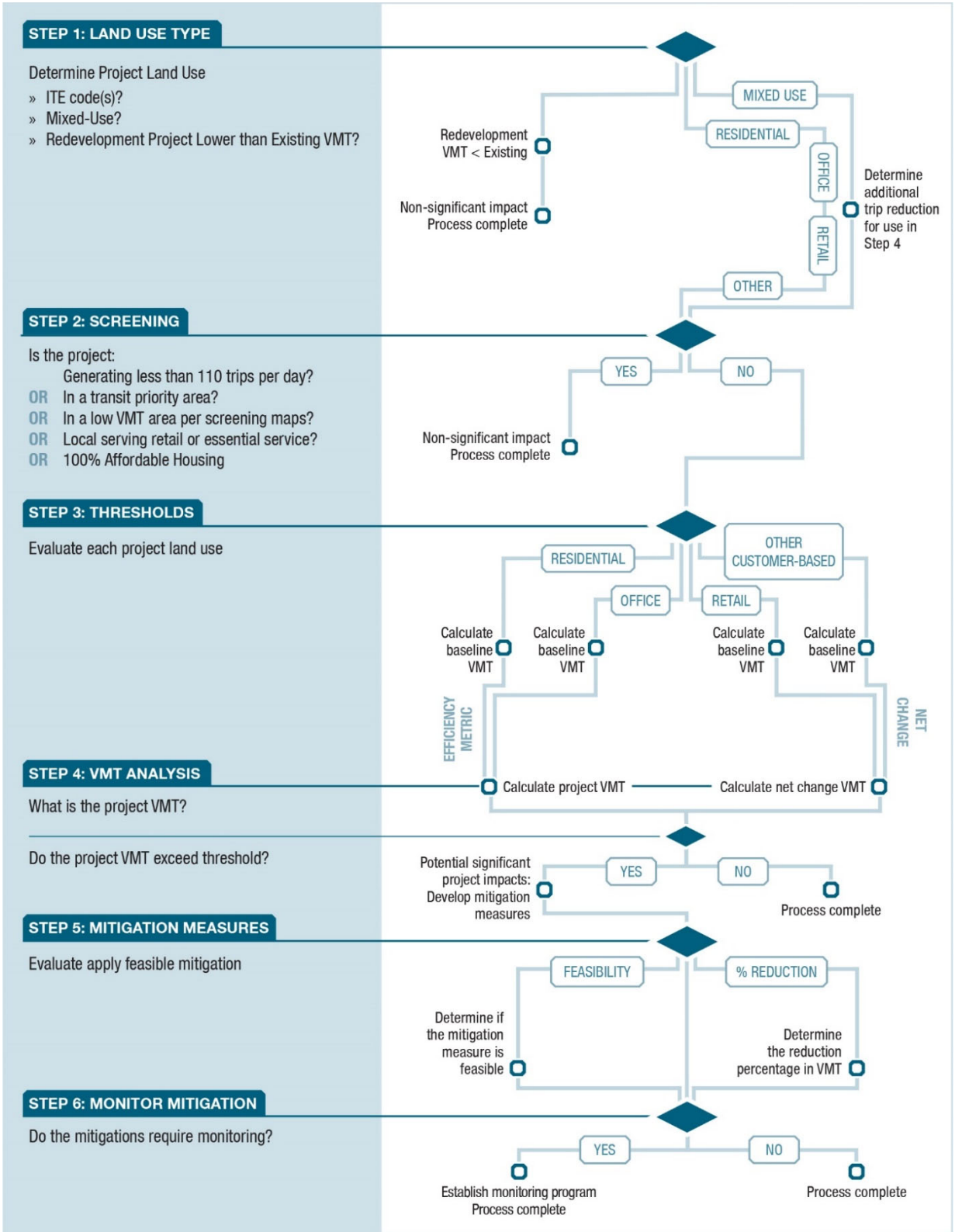
This document has been developed to serve both as the basis of SB 743 implementation and VMT analysis within the City. While this document includes footnotes and references to other documents, the use of this document does not require the reader to reference the footnotes unless they are interested in understanding the technical basis of elements of this document's preparation. The analysis guidelines are separated into two distinct approaches, those that relate to land use projects and those that relate to transportation improvement projects. If a project includes both land use and transportation improvement elements, analysis would be required to be carried out for both. Projects not subject to CEQA are not required to follow these guidelines. This includes projects that are reviewed under existing ministerial or administrative processes, site plan review, and other actions that do not require environmental review.

Land Use Projects

The approach included within this document for identifying transportation impacts under CEQA for land-use projects, in part, aligns with guidance provided within the OPR *Technical Advisory on Evaluating Transportation Impacts in CEQA* (2018).

While the OPR guidance related to SB 743 has been a helpful introduction to using VMT to evaluate projects, it does not provide a complete solution. There are a multitude of complex practical issues that are not addressed by the OPR guidance. OPR Guidance does not specifically address land uses beyond residential, office, and retail, and it provides latitude on some elements of implementation. In response to this, a specific series of analytical steps for SB 743 project evaluation have been developed to clarify requirements and reduce potential confusion. **Exhibit 1** provides a graphical representation of this analytical process.

Exhibit 1 – Process for CEQA VMT Analysis for Land Use Projects



Step 1: Evaluate Land Use Type

During the initial step, the land use projects will need to be evaluated for the following considerations:

- ***Land use type.*** For the purposes of analysis, the Institute of Transportation Engineers (ITE) land use codes serve as the basis of land use definitions. Although it is recognized that VMT evaluation tools and methodologies are typically not fully sensitive to some of the distinctions between some ITE categories, the use of ITE land use codes is useful for maintaining consistency across analyses, determining trip generation for other planning level tools, and maintaining a common understanding of trip making characteristics amongst transportation professionals. The ITE land use code is also used as an input into the City's VMT analysis tool.
- ***Mixed Use.*** If there are multiple distinct land uses within the project (residential, office, retail, etc.), they will be required to be analyzed separately unless they are determined to be insignificant to the total VMT. Mixed use projects are permitted to account for internal capture which depending on the methodology may require a distinct approach not covered in this documentation.
- ***Redevelopment projects.*** As described under the Non-Significant Screening Criteria section, redevelopment projects which have lower VMT than the existing on-site use can be determined to have a non-significant impact.

Step 2: Screen for Non-Significant Transportation Impact

The purpose of this step is to determine if a presumption of a non-significant transportation impact can be made on the facts of the project. The guidance in this section is primarily intended to avoid unnecessary analysis and findings that would be inconsistent with the City's implementation of SB 743. A detailed CEQA transportation analysis will not be required for land use elements of a project that meet the screening criteria shown in Exhibit 2. If a project is mixed use in nature, only those elements of the project that do not comply with the elements in Exhibit 2 would require further evaluation to determine transportation significance for CEQA purposes.

Exhibit 2 – Land Use Project Screening Criteria

Land Use Screening Criteria[1]	Impact Analysis
SMALL PROJECTS[2]	**Presumed to cause a less-than-significant impact:** ▪ Exclusive Single Family Housing projects less than or equal to 202 Dwelling Units ▪ Exclusive Multi Family (low rise) Housing projects less than or equal to 213 Dwelling Units ▪ Exclusive Multi Family (mid-rise) Housing projects less than or equal to 341 Dwelling Units ▪ Exclusive General Office Building with area less than or equal to 254,000 sq ft. ▪ Exclusive Retail buildings with area less than or equal to 64,000 sq ft. ▪ Any other exclusive land use projects or a combination of multiple land uses that in total produce less than 3,000 metric tons of CO_2 equivalent emissions[3] **Unless:** ▪ It is inconsistent with the Sustainable Communities Strategy or General Plan as determined by the City of Palmdale
PROJECTS NEAR HIGH QUALITY TRANSIT[4]	**Presumed to cause a less-than-significant impact:** ▪ Within a ½ mile of an existing major transit stop, which maintains a service interval frequency of 15 minutes or less during the morning and afternoon peak commute periods. **Unless:** ▪ Has a Floor Area Ratio (FAR) of less than 0.75 ▪ Includes more parking for use by residents, customers, or employees of the project than required by the City of Palmdale ▪ It is inconsistent with the Sustainable Communities Strategy as determined by the City of Palmdale ▪ Replaces affordable residential units with a smaller number of moderate- or high-income residential units

[1] When the Screening Criteria are met no further analysis of VMT Impacts under CEQA is necessary.
[2] Based on Substantial Evidence for thresholds for small projects, Appendix B.
[3] The maximum land use quantities that would be under the 3,000 metric ton CO_2 equivalent threshold were modeled using the CalEEMod 2022 emissions modeling software using the default inputs.
[4] *Ibid.*, p. 13.

Land Use Screening Criteria[1]	Impact Analysis
AFFORDABLE HOUSING[5]	Presumed to cause a less-than-significant impact: ▪ If the residential component of a project consists of 100-percent affordable residential units as determined by the City of Palmdale Unless: ▪ The percentage of affordable housing is determined by the City of Palmdale to be less than 100-percent of the residential element of a project
LOCAL ESSENTIAL SERVICE[6]	Presumed to cause less-than-significant impact: ▪ Day care center ▪ Public K-12 School ▪ Police or Fire facility ▪ Medical/Dental office building ▪ Government offices (in-person services such as post office, library, and utilities) Unless: ▪ The nature of the service is regionally focused as determined by the City of Palmdale
MAP-BASED SCREENING[7]	Presumed to cause a less-than-significant impact: ▪ Area of development is under the threshold as shown on a screening map included in Appendix A Unless: ▪ Represent significant growth as to substantially change regional travel patterns as determined by the City of Palmdale

[5] *Ibid.*, p. 14. As described, "Evidence supports a presumption of less than significant impact for a 100 percent affordable residential development (or the residential component of a mixed-use development) in infill locations. Lead agencies may develop their own presumption of less than significant impact for residential projects (or residential portions of mixed-use projects) containing a particular amount of affordable housing, based on local circumstances and evidence."

[6] Based on assumption that, like local-serving retail, the addition of necessary local in-person services will reduce VMT given that trips to these locations will be made irrespective of distance given their non-discretionary nature.

[7] OPR (2018), p. 12.

Land Use Screening Criteria[1]	Impact Analysis
REDEVELOPMENT PROJECTS[8]	**Presumed to cause a less-than-significant impact:** ▪ Project replaces an existing VMT-generating land use and does not result in a net overall increase in VMT **Unless:** ▪ Project replaces an existing VMT-generating land use and results in a net overall increase in VMT
	▪

Step 3: Significance Threshold and Methodology

The purpose of this step is to determine the threshold of significance for application to a land use project. Significance thresholds are based on land use type, broadly categorized as efficiency and net change metrics. Efficiency metrics include VMT/capita and work VMT/employee[9]. As shown in **Exhibit 1**, projects involving residential and office land uses would be evaluated using efficiency metrics; whereas, projects that include a significant customer/user base, such as retail and other commercial uses, would be evaluated based on the net change in regional VMT based on customer/user trips.

[8] *Ibid.*, p. 18.
[9] Work VMT specifically applies to commute trips as represented by the home-based work trip attractions in the City's General Plan Travel Demand Model.

Exhibit *3* provides a few examples of the variety of uses that have similar characteristics for using Efficiency or Net Change metrics.

For projects with a significant customer/user base, it is typically appropriate to separate employee trip characteristics from the customer base trip characteristics, unless the customer base is minimal in nature. Under these circumstances, it is most appropriate to evaluate the total of the delta in regional VMT resulting from the customer base plus the delta of VMT resulting from employees based on the following formula:

(number of employees) x (estimated VMT/employee – threshold VMT/employee)

The threshold of significance will accordingly correspond to the "Net Change" threshold as described in

Exhibit *3*. Under these circumstances, it is most appropriate to evaluate this total Net Change as the basis for evaluating the outcome of mitigations in terms of determining transportation significance although each element of the project should be tallied and evaluated separately.

Exhibit 3 – Significance Threshold and Methodology

Threshold Basis	Efficiency	Net Change
Example Land Uses	Residential, Professional Office, Industrial	Retail, Medical Office, Sports Venue
Example VMT Thresholds	Per capita, per employee	Regional VMT change
Customer/User Component (Primary source of VMT)	No	Yes
Allowable Methods	Non-Significant Screening Criteria, The City of Palmdale VMT Analysis Tool, City of Palmdale General Plan Travel Demand Model	Non-Significant Screening Criteria, City of Palmdale General Plan Travel Demand Model

VMT Thresholds of Significance

Given the similarities between the City of Palmdale and unincorporated San Bernardino County, the City of Palmdale has determined that its approach to setting VMT thresholds of significance is an appropriate basis for the City of Palmdale. As such, a project is considered to have a significant impact if the project VMT per person/employee is greater than 4% below the existing North Los Angeles County VMT averages for persons/employees. As discussed in the San Bernardino County Transportation Impact Guidelines dated July 9, 2019 the basis for this determination is the anticipated maximum achievable TDM reduction within its growth areas. The thresholds of significance for the City of Palmdale, are summarized in **Exhibit 4**.

Exhibit 4 –VMT Thresholds of Significance

Land Use	VMT Thresholds of Significance
Residential	4% below existing North Los Angeles County average VMT per capita
Employment	4% below existing North Los Angeles County average VMT per employee
Retail	Net increase in total regional VMT

Exhibit 5 provides the City's VMT thresholds of significance for residential, employment uses, retail, and related land use projects based on these criteria.

Exhibit 5 – VMT Thresholds of Significance*

Land Use	VMT Threshold	Basis
Residential	21.4 VMT/capita[10]	4% below existing North Los Angeles County average VMT per capita
Employment	18.2 Work VMT/Employee[11]	4% below existing North Los Angeles County average Work VMT per employee
Retail	Net regional change	Using North Los Angeles County VMT as the basis
Other Customer	Net regional change	Using North Los Angeles County VMT as the basis

*Current as of April 2024. Note that the values in this table will be updated periodically based on the availability of new information as determined by the City of Palmdale. As such, care should be taken in the use of this document to verify the then current values for **Exhibit 5**.

Note that the inclusion of "Other Customer" refers to all other service and goods providers that are not included in the basic retail category.

Based on changes to the City's General Plan travel demand model, the availability of new information, and/or improvements to calculation methods, there will be periodic updates to the numerical threshold values shown in

[10] Residential VMT specifically applies to all Home-Based trips residential trips as represented in the City's General Plan Travel Demand Model.
[11] Work VMT specifically applies to commute trips as represented in the Travel Demand Model.

Exhibit 5. As such, care should be taken in the use of this document to verify the then current values for Exhibit 5. However, the relative approach for calculating the thresholds should remain the same. Furthermore the values in the City's current VMT analysis tool, discussed in the next section, will supersede the information provided in Exhibit 5.

VMT Analysis Tool

The City of Palmdale has developed a VMT analysis tool for use in SB 743 land use project analysis. The purpose of the tool is to calculate VMT for a land use project without the use of the City's General Plan travel demand model. As with any sketch planning tool, there are distinct limitations in terms of its application including limits on the type and size of development that the tool can be applied to. ***Generally speaking, it is not appropriate that the tool be applied to land use projects that have greater than 2,500 total trips per day unless the City has made a determination that it is an appropriate application.*** Note that it is anticipated that the tool will continue to evolve in response to data and methodological changes and as such, it is important that the most current version of the tool be utilized. Broadly, the tool provides the following information:

- Institute of Transportation Engineers (ITE) Trip Generation
- VMT Threshold Analysis
- Greenhouse Gas (GHG) Estimation
- Transportation Demand Management (TDM) Evaluation
- Potential VMT Mitigation Bank Costs

Step 4: VMT Analysis

Prior to undertaking a VMT analysis for a proposed project, a scope of work that is compliant with the City of Palmdale's requirements should be prepared and submitted for approval. Given the potential complexities of some uses, particularly those not identified as residential, retail, or other primary employment uses such as office or industrial, an agreement with the City regarding the threshold and methodology is important to avoid completing an analysis that is not compliant with CEQA and the City of Palmdale's standards.

Relevant documentation should be provided that includes enough detail that assumptions are clearly understandable and methods that can be replicated. In addition, the results of the VMT analysis for the proposed project should be provided in the relevant documentation.

Step 5: Mitigation Measures

If a significant transportation impact is identified, the City of Palmdale, as the lead agency, will require that mitigation or alternatives be considered. CEQA requires that the mitigation measures or alternatives are included in the project's environmental assessment analysis. OPR has provided a list of potential measures to reduce VMT but CEQA allows for a lead agency, such as the City of Palmdale, discretion in the selection of mitigation measures.

The type and size of the project will determine the most appropriate mitigation strategies for VMT impacts. For large projects such as general plans or specific plans, VMT mitigations should concentrate on the project's density and land use mix, site design, regional policies, and availability of transit, bicycle, and pedestrian facilities. For smaller projects such as an individual development project, VMT mitigations will typically require the preparation of a transportation demand management (TDM) program. A TDM program

is a combination of strategies to reduce VMT. The program is created by an applicant for their land use project based on a list of strategies agreed to with the City of Palmdale.

The City of Palmdale has developed a list of potential TDM strategies appropriate for the City and what magnitude of VMT reduction could be achieved. The TDM options are based on those identified in by the California Air Pollution Control Officers Association (CAPCOA) recommendations as provided in the 2021 publication *Handbook for Analyzing Greenhouse Gas Emission Reductions, Assessing Climate Vulnerabilities, and Advancing Health and Equity*. The City of Palmdale's VMT analysis tool includes TDM options and the ability to calculate the total VMT reduction based on a combination of the TDMs selected and their relative efficacy at reducing the project's VMT.

The City of Palmdale has also established a VMT Banking Mitigation Program to address mitigation needs. Discussion on this program is provided in the next section.

Step 6: Monitoring Mitigation

As required by CEQA, the City of Palmdale will require ongoing mitigation monitoring and reporting when mitigation measures are adopted as part of an approved project. The specifics of this will be developed on a project-by-project basis. As an example, the City may require the determination of a "trip cap" (the number of vehicle trips entering/existing the site that would correspond with the threshold VMT estimate) as part of the mitigation plan. Subsequently, the project could be required to provide annual reporting of driveway counts collected by an acceptable third party to demonstrate the effectiveness of the adopted mitigation measures.

Transportation Projects

Depending on the specific nature of a transportation project, it can alter trip patterns, trip lengths, and even trip generation. Research has determined that capacity-enhancing projects can and often do increase VMT. This phenomenon is commonly referred to as "induced demand". While methods are generally less developed for the analysis of induced demand compared to other areas of transportation analysis, there is still the need to quantify and understand its impact to the transportation system considering the requirements of SB 743.

The approach to transportation project analysis closely aligns with the 2018 OPR Guidance. In terms of analysis, the analyst should first determine whether the transportation project has been prescreened and determined to have a non-significant impact as described in the following section.

Screen for Non-Significant Transportation Impact

The following non-significant impact examples are provided directly from the 2018 OPR Guidance[12]:

- Rehabilitation, maintenance, replacement, safety, and repair projects designed to improve the condition of existing transportation assets (e.g., highways, roadways, bridges, culverts);
- Transportation Management System field elements such as cameras, message signs, detection, or signals; tunnels; transit systems; and assets that serve bicycle and pedestrian facilities) and that do not add additional motor vehicle capacity;
- Roadside safety devices or hardware installation such as median barriers and guardrails;

[12] OPR (2018), p. 20.

- Roadway shoulder enhancements to provide "breakdown space," dedicated space for use only by transit vehicles, to provide bicycle access, or to otherwise improve safety, but which will not be used as automobile vehicle travel lanes;
- Addition of an auxiliary lane of less than one mile in length designed to improve roadway safety;
- Installation, removal, or reconfiguration of traffic lanes that are not for through traffic, such as left, right, and U-turn pockets, two-way left turn lanes, or emergency breakdown lanes that are not utilized as through lanes;
- Addition of roadway capacity on local or collector streets provided the project also substantially improves conditions for pedestrians, cyclists, and, if applicable, transit;
- Conversion of existing general-purpose lanes (including ramps) to managed lanes or transit lanes, or changing lane management in a manner that would not substantially increase vehicle travel;
- Addition of a new lane that is permanently restricted to use only by transit vehicles;
- Reduction in number of through lanes;
- Grade separation to separate vehicles from rail, transit, pedestrians or bicycles, or to replace a lane in order to separate preferential vehicles (e.g., HOV, HOT, or trucks) from general vehicles;
- Installation, removal, or reconfiguration of traffic control devices, including Transit Signal Priority (TSP) features;
- Installation of traffic metering systems, detection systems, cameras, changeable message signs and other electronics designed to optimize vehicle, bicycle, or pedestrian flow;
- Timing of signals to optimize vehicle, bicycle, or pedestrian flow;
- Installation of roundabouts or traffic circles;
- Installation or reconfiguration of traffic calming devices;
- Adoption of or increase in tolls;
- Addition of tolled lanes, where tolls are sufficient to mitigate VMT increase;
- Initiation of new transit service;
- Conversion of streets from one-way to two-way operation with no net increase in number of traffic lanes;
- Removal or relocation of off-street or on-street parking spaces;
- Adoption or modification of on-street parking or loading restrictions (including meters, time limits, accessible spaces, and preferential/reserved parking permit programs);
- Addition of traffic wayfinding signage;
- Rehabilitation and maintenance projects that do not add motor vehicle capacity;
- Addition of new or enhanced bike or pedestrian facilities on existing streets/highways or within existing public rights-of-way;

- Addition of Class I bike paths, trails, multi-use paths, or other off-road facilities that serve non-motorized travel;
- Installation of publicly available alternative fuel/charging infrastructure; and
- Addition of passing lanes, truck climbing lanes, or truck brake-check lanes in rural areas that do not increase overall vehicle capacity along the corridor.
- Construction of new park and ride facilities.

Significance Threshold and Methodology

For projects that increase roadway capacity and are not identified under the Non-Significant Screening Criteria in the prior section, the significance criterion should be "Net Change" in regional VMT. A finding of a significant impact would be determined if a transportation project results in a net increase in regional VMT using the City's General Plan travel demand model.

VMT Mitigation Banking Program

This section discusses a programmatic approach to respond to the need for feasible VMT mitigation within the City of Palmdale. In suburban areas such as the City of Palmdale, VMT impact analyses can result in a finding of a significant adverse transportation impact, particularly in undeveloped areas, due to a lack of land use density and diversity. In addition, with fewer transportation options compared to more urbanized areas, mitigating impacts in suburban areas can prove to be more difficult than under the former LOS methodology for analyzing traffic impacts. For many jurisdictions like the City of Palmdale, the switch to the VMT methodology under SB 743 is resulting in a reversal in the results of transportation impact significance findings as compared to the analyses conducted under the former LOS-based methodology.

As a practical matter, the new VMT methodology is also a more restrictive approach to identifying transportation impacts both because of the basis for setting an impact threshold and limited mitigation opportunities. In terms of the threshold of significance, the City of Palmdale recommends that projects consisting of residential or general employment category land uses effectively need to be in an area where they are 4-percent less than the North Los Angeles County average VMT[13] for similar uses. Effectively this means that new projects must be in an area where they are more efficient than similar uses from a VMT standpoint. Given that most development in the City of Palmdale and elsewhere is still not planned as infill, this is resulting in an increasing need for additional feasible mitigation solutions for VMT impacts.

To date, VMT mitigation across the State has relied heavily on TDMs. These measures generally represent two basic approaches: infrastructure and policy. The documents produced by CAPCOA regarding mitigation, as noted previously, are some of the primary bases for estimating the effect of TDM mitigation in California. Although CAPCOA is an invaluable resource, many of the TDM mitigation options provided have less efficacy in suburban and rural contexts. TDMs can also be challenging from the standpoint of mitigation monitoring and are often unpopular with project applicants because they may need to be managed and paid for in perpetuity. These limitations have led jurisdictions, including the City of Palmdale, to increasingly consider programmatic approaches, in addition to TDMs, for VMT mitigation. Programmatic approaches can allow for collectively funding larger mitigation projects such that a land use or transportation project can obtain an amount of mitigation commensurate with their impact with a single monetary payment. Programmatic approaches can also provide a public benefit in terms of funding transportation improvements that would not otherwise be constructed, resulting in improvements to

[13] OPR (2018), pp. 12 & 15

congestion, GHG emissions, increased transportation choices, and additional opportunities for active transportation.

The City of Palmdale has developed a VMT Mitigation Banking Program to help address the need for VMT mitigation. A mitigation bank attempts to create a monetary value for VMT reduction such that a developer could purchase VMT reduction credits. These credits are then purchased for the purposes of mitigating VMT in excess of determined impact thresholds. The underlying projects may be either regionally or locally beneficial to the area in which the project is located.

Feasible Mitigation

This section discusses how CEQA, and the State of California, treat cases in which a project has a significant transportation impact and therefore is required to provide feasible mitigation. Site-specific solutions often rely on TDMs, as discussed in the previous section, although project land use modifications can also be utilized to mitigate impacts. Projects that cannot mitigate their VMT impact fully using TDMs must rely on non-site-specific approaches if full mitigation is to be achieved. If full mitigation is not possible, CEQA nonetheless requires that feasible mitigation measures be imposed to reduce the severity of the impact even if the impact remains significant with the mitigation.

Based on this, if a project cannot fully mitigate its VMT impact by implementing TDMs, it will require a combination of site-specific measures and non-site-specific measures, including the VMT mitigation bank discussed in the next section, in order to achieve mitigation. This could mean using only site-specific mitigation measures to the City's threshold, using only the VMT mitigation bank to reach the City's threshold, or using a combination of both site-specific mitigation measures and the VMT mitigation bank to reach the City's threshold. For example, a project that is 15-percent above the City's threshold could use TDM measures to reduce the project's VMT by 6-percent and then use the VMT mitigation bank to reduce VMT by the remaining 9-percent.

Initial VMT Banking Projects

Exhibit 6 below provides information on the initial VMT banking projects that land use and transportation projects can contribute funds to for the purpose of mitigating their VMT impacts. The primary focus of these projects is to construct or improve active transportation facilities that will replace vehicular trips, thereby reducing VMT. Note that the City may, at its discretion, add additional projects to this list which may alter the then current fee structure discussed in the Maximum Banking Credit Rate provided later in this document. A key map of all the trails is provided as part of Appendix C.

Exhibit 6 – Initial VMT Banking Projects

Trail ID	Type	Name of Project	Description	Length (Bi-Directional)	Cost Estimate ($)
1	Bike/Ped	Rancho Vista Blvd, Avenue N to SR-14	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	10.78 mi	$91,454
2	Bike/Ped	45th Street, Bolz Ranch to W Avenue O	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	4.52 mi	$74,934
3	Bike/Ped	30th Street W to W Avenue P-8	Stripe buffered bike lanes and	6.69 mi	$80,666

			some pavement and shoulder rehabilitation		
4	Bike/Ped	W Avenue Q, 10th Street W to 60th St E	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	14.04 mi	$100,066
5	Bike/Ped	E Avenue R, Tierra Subida to 70th Street E	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	5.10 mi	$97,356
6	Bike/Ped	Avenue R-8 (Palm Vista to 45th Street E)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	6.73 mi	$80,774
7	Bike/Ped	10th Street W (Marketplace Entrance to W Avenue S)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	6.14 mi	$79,209
8	Bike/Ped	20th Street E (Palmdale Boulevard to Avenue S)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	3.00 mi	$70,914
9	Bike/Ped	35th Street E (Avenue Q to Fairfield Avenue)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	4.85 mi	$75,794
10	Bike/Ped	40th Street E (Avenue Q to Avenue S)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	4.09 mi	$73,807
11	Bike/Ped	10th St E (Ave P8 to Palmdale Blvd)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	2.08 mi	$68,491
12	Bike/Ped	15th St E (East Ave P to Palmdale Blvd)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	3.12 mi	$71,237
13	Bike/Ped	20th St E (Palmdale Blvd to Ave S)	Stripe buffered bike lanes and some pavement	1.49 mi	$66,934

			and shoulder rehabilitation		
14	Bike/Ped	25th St E (Ave P to E Ave S)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	6.12 mi	$79,157
15	Bike/Ped	30th St E (Ave P to Palmdale Blvd)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	3.02 mi	$70,973
16	Bike/Ped	40th St E (Ave S12 to Aqueduct Trail)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	2.42 mi	$69,389
17	Bike/Ped	60th St E (E Ave R to E Ave S)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	1.84 mi	$67,858
18	Bike/Ped	30th St E (Palmdale Blvd E Ave S)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	3.04 mi	$71,026
19	Bike/Ped	Palmdale Blvd (E 47th to E 70th)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	4.58 mi	$75,091
20	Bike/Ped	Elizabeth Lake Rd (Godde Hill Rd to Tierra Subida Ave)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	9.42 mi	$87,869
21	Bike/Ped	Class I: Ave R 12 from Oxford Dr to 37th St E, 37th St E from E Ave R-12 to Ave S)	Class I Separated Bikeway	3.38 mi	$71,923
22	Bike/Ped	Sprinline, R12, and Halfmoon (E Ave P8 to E Ave S	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	2.14 mi	$68,650
23	Bike/Ped	Olive Ave and Fairfield Ave (25th to 35th)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	2.24 mi	$68,914

24	Bike/Ped	E Ave S8 (37th St E to Fort Tejon Rd)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	2.58 mi	$69,811
25	Bike/Ped	Avenue S (45th St E to 75th St E)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	6.10 mi	$79,104
26	Bike/Ped	70th St E (Palmdale Blvd to E Ave S)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	3.16 mi	$71,342
27	Bike/Ped	75th St E (Palmdale Blvd to E Ave S)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	2.98 mi	$70,867
28	Bike/Ped	E Ave P8 75th St to 110th St E	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	7.02 mi	$81,533
29	Bike/Ped	E 110th St (Ave M to Ave P-8)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	7.08 mi	$81,691
30	Bike/Ped	Ave M (50th St E to 110th St E)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	12.14 mi	$95,050
31	Bike/Ped	50th and P (Ave O to 50th)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	3.82 mi	$73,085
32	Bike/Ped	Airport Loop (Ave M, 50th, Rancho Vista	Class I Separated Bikeway	27.28 mi	$135,019
33	Bike/Ped	Technology Drive (10th St W to Sierra Hwy)	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	1.46 mi	$66,859
34	Bike/Ped	Creek Trail Class I (Ave M to Elizabeth Lake)	Class I Separated Bikeway	9.78 mi	$88,819

35	Bike/Ped	W Ave O (30th St W to Sierra Hwy	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	3.46 mi	$72,134
36	Bike/Ped	W 60th St from Columbia Way to Approx Crane Court, Entar Drive and W ave N8 to 45th St W	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	7.76 mi	$83,486
37	Bike/Ped	Columbia Way (80th St W to 60th St W	Stripe buffered bike lanes and some pavement and shoulder rehabilitation	6.30 mi	$79,632
38	Park and Ride	10th St West	New Park and Ride Facility	N/A	$3,000,000
Total					$.5,910,917

Maximum VMT Banking Credit Rate and Nexus

The four steps to identify the VMT Mitigation Banking projects and calculate the VMT Banking credit rate are as follows:

1. Identify appropriate mitigation projects
2. Determine the cost of construction of the mitigation projects
3. Determine the total VMT that can be mitigated by the projects
4. Calculate the maximum mitigation credit rate per VMT by dividing total cost of the mitigation projects by the total VMT mitigated by the projects to determine the rate per unit of VMT

The approach outlined above results in a calculation of the maximum rate per VMT mitigated based on the list of projects identified in **Exhibit 6**. The full cost of funding these improvements is used to calculate the maximum VMT Mitigation Banking credit rate per VMT the City could apply to all new residential and non-residential development in the City that result in VMT impacts.

As part of this analysis, a nexus evaluation was undertaken to support the basis of the VMT Mitigation Bank's development and credit rate. Consistent with California's Mitigation Fee Act, to develop a fee program a local agency must identify the purpose of the fee (Section 66001(a)(1)). The City of Palmdale's policy is that new development shall only contribute to the VMT banking credit rate if needed for mitigation of their VMT impacts. In addition, the costs of constructing the improvements to help mitigate VMT citywide will be implemented through the VMT mitigation banking program administered by the City of Palmdale.

As noted above, the projects that are included in the City of Palmdale's VMT Mitigation Banking Program will fund the construction of facilities that support active transportation (cycling) to mitigate VMT impacts from new development by moving trips from automobiles to bike facilities. As the benefit provided by the VMT reducing projects could not be sufficiently analyzed using the City's General Plan travel demand model given limitations within the model related to the representation of bike facilities, the projects were analyzed using off-model techniques. Specifically, bicycle improvements were evaluated based on *NCHRP 552 Guidelines for Analysis of Investments in Bicycle Facilities.* This approach relies on spatial analysis techniques to determine the likely number of new active transportation users resulting from the introduction of a new bicycle facility. This approach also removes the number of new users who will use the facility for exercise as exercise will not replace vehicle trips and thus, will not reduce existing VMT. Based on survey data of bicyclists throughout the United States, both for adults and children, the percentage of those cycling for commute purposes was estimated to be 11-percent of all riders and those cycling for exercise was estimated to be 28-percent of all riders. Child cyclists are included in the analysis as they may use the new facility to access schools, friends, or stores among other destinations that previously they would need a parent to drive them to. Thus, with the removal of riders for exercise, only riders that would use the facilities to replace vehicle trips were included in the analysis. **Exhibit 7** shows the comparison between the existing ridership and future induced riders based on the construction of the projects.

Exhibit 7 – Future Project Induced Daily Bicycle Demand

Demand	Existing (2023)	Future Induced Riders (2033)
Adult Bicyclists	2,708	4,663
Child Bicyclists	2,828	5,815
Total Facility Users	**5,536**	**10,478**

As shown in **Exhibit 7**, the VMT-reducing projects could add almost 10,480 bicycle trips per day throughout the City by 2033. The replacement of vehicle trips by the induced riders will provide an alternative to vehicular travel, as well as significant health and recreational value. While not related to VMT mitigation, it should also be noted that construction of the pedestrian and bicycle improvements will result in additional safety benefits by reducing the potential for vehicle-bicycle and vehicle-pedestrian conflicts.

The park and ride facility at 10th Street West (Project #38) was examined for its VMT reduction capabilities as part of the Palmdale Park and Ride Study. The total market for the new park and ride was calculated based on the service area taken from existing facilities, capture of the existing carpool market due to added convenience of additional park and ride facilities, and the ability to transfer to transit routes that serve stops near the park and ride. The total reduction of VMT from the opening of the proposed location at 10th Street West is 1,378,627 VMT travelled per year or roughly 3,777 VMT per day. For more information on the methodology and the calculations, see the *Palmdale Park and Ride Study* dated March 2024.

Total VMT Reduction

The total VMT reduction per project for the bicycle projects was calculated by multiplying the average bicycle trip length taken by new riders induced by the construction of a project by the total number of new riders and the project's lifecycle. For the purposes of this analysis, the average bicycle trip length used was 1.8-miles, based on data from the Replica transportation analytics platform. The number of new bicycle riders for each project was multiplied by the average trip length to obtain the total daily VMT reduction for each project. Each project's VMT reduction was added together to determine the total VMT reduction for all bicycle projects, which for the projects listed in **Exhibit 6** total 18,860 daily VMT.

VMT Banking Credit Rate

To determine the overall VMT banking credit rate, the total project costs of for the bicycle and park and ride lot projects were estimated as $2,910,917 and $3,000,000, respectively, for a total project cost of $5,910,917. This cost was divided by the total VMT reductions for the bicycle and park and ride projects, which are 18,860 and 3,777 daily VMT, respectively, for a total daily VMT reduction of 22,637 VMT. This calculation resulted in a cost per VMT reduction of $261. Note that this rate does not include any non-fee funding sources (grants, etc.). The addition of any funding sources for these projects could reduce the cost to fully implement projects included in **Exhibit 6.**

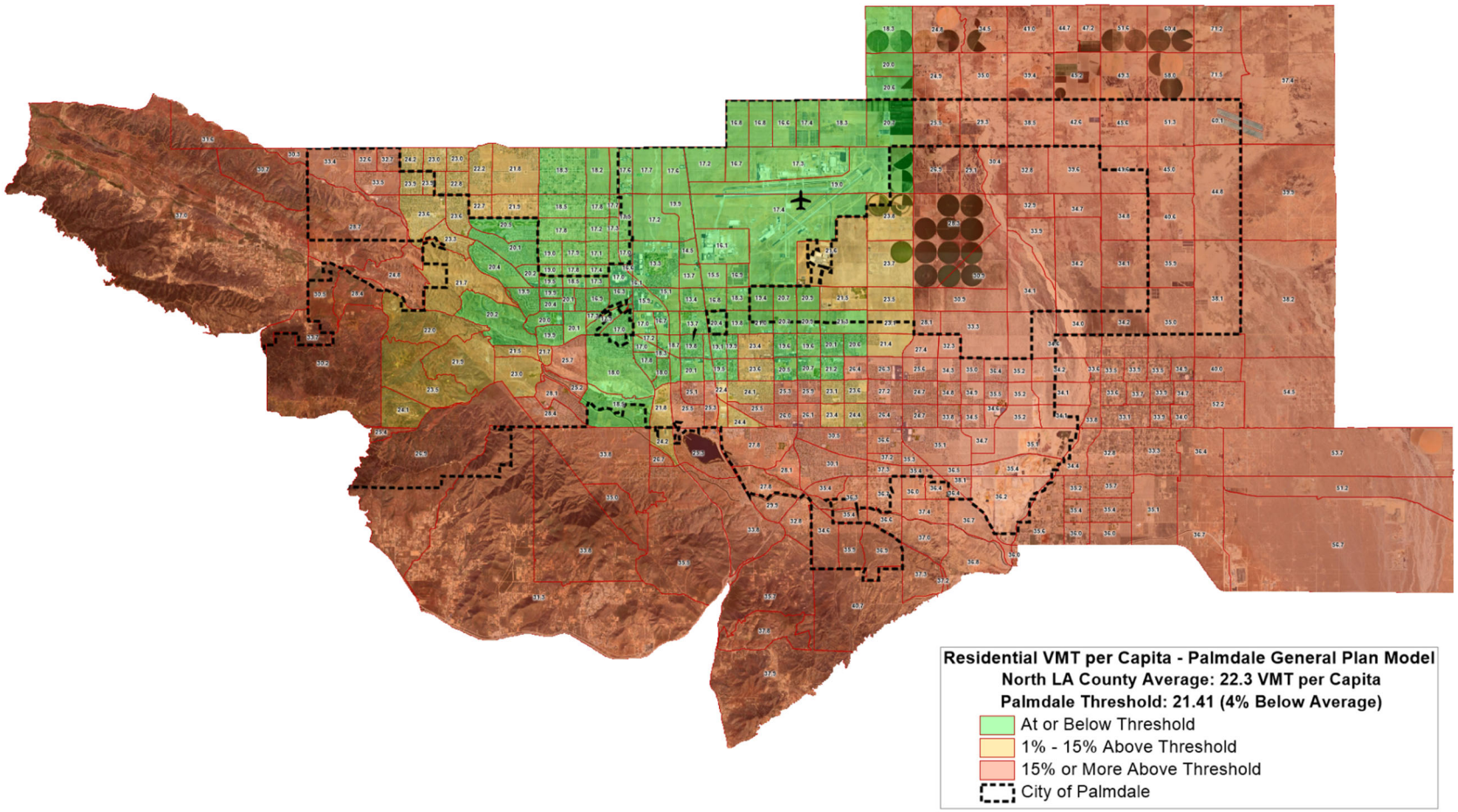
Note that the VMT Banking Credit Rate provided above will be updated on an ongoing basis in response to changes to the program, underlying projects, and/or updated cost information. As such, the VMT banking credit rate provided above should not be assumed to represent the current rate and instead that should be obtained directly from the City's website.

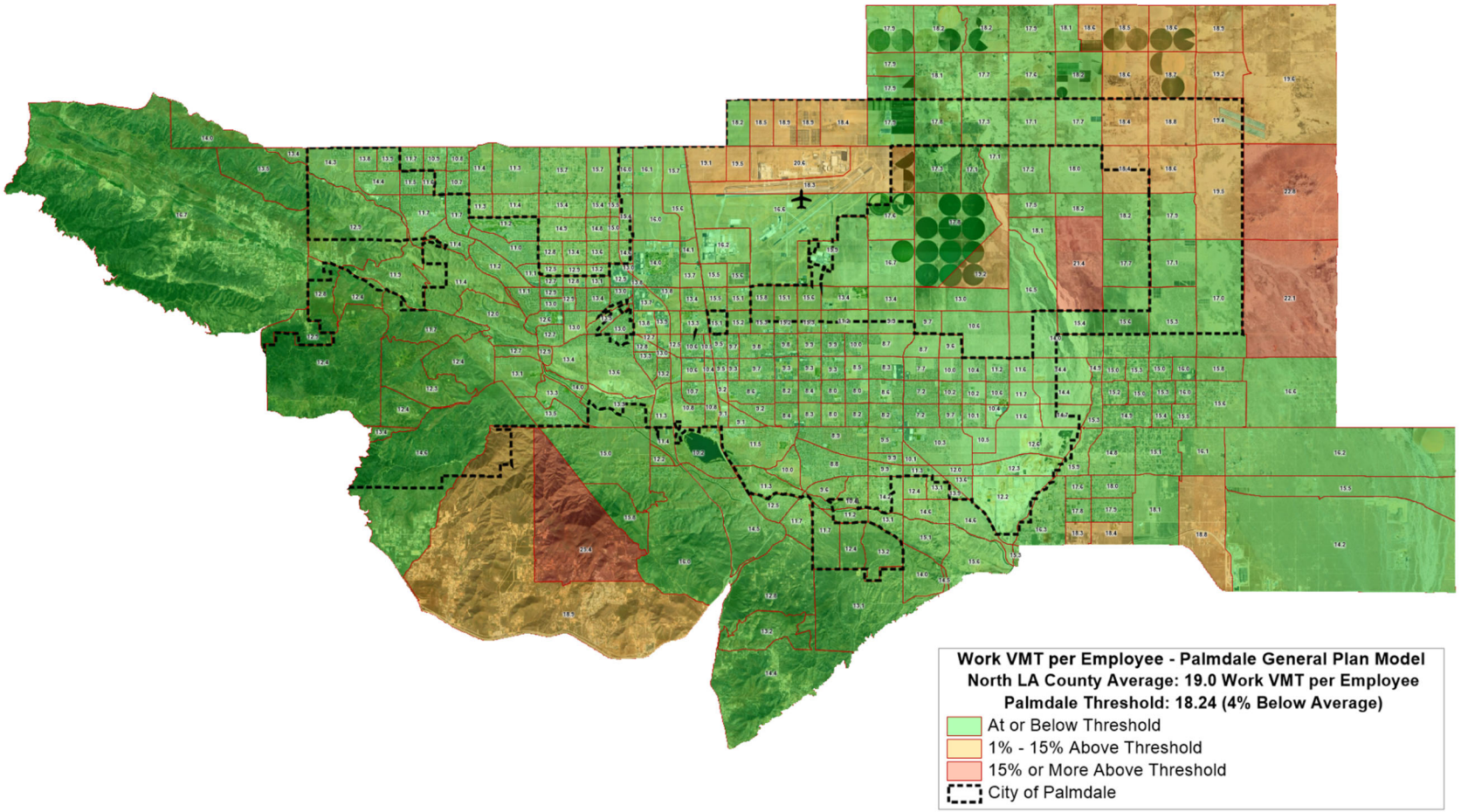
VMT Mitigation Banking Program Administration and Monitoring

The City of Palmdale shall set up a separate account for the purpose of tracking the collection of payments into the VMT Mitigation Banking Program and the VMT Analysis Fee to run and maintain the TREDLite analysis tool. The fee for the City of Palmdale to run TREDLite for new projects is $600. These accounts shall be monitored by the City Engineer or person designated by the City Engineer to ensure purchased VMT credits are used for constructing appropriate projects, as identified in **Exhibit 6**, to achieve the intended VMT reduction. As part of the annual city budget process, the City Engineer, Public Works Director, or person designated by either of these individuals shall include a progress report on any funds accumulated in the VMT Mitigation Banking Program and expenditures on constructing or improving active transportation facilities providing additional VMT-reducing investments that would not have occurred if bank funding were not available.

Appendix A

Screening Maps




Work VMT per Employee - Palmdale General Plan Model
North LA County Average: 19.0 Work VMT per Employee
Palmdale Threshold: 18.24 (4% Below Average)
At or Below Threshold
1% - 15% Above Threshold
15% or More Above Threshold
City of Palmdale

Appendix B

Substantial Evidence for Unit-Based Screening Thresholds for Small Projects

This document identifies a 3,000 Metric Tons of Carbon Dioxide Equivalent (MTCO2e) per year screening level threshold to identify projects that require the use of the screening tables or a project-specific technical analysis to quantify and mitigate project emissions. Projects that generate less than 3,000 Metric Tons (MT) of "Carbon Dioxide Equivalent (CO2e)" per year can be presumed to have less than significant impact on VMT since the intent and goals of SB 743 are to meet the State's GHG reduction goals. A threshold of 3,000 MT of CO2e per year is consistent with the CEQA GHG threshold of significance recommended by the South Coast Air Quality Management District (SCAQMD), which is the most stringent in the region. Several recent CEQA documents produced for development projects within the City of Palmdale use the 3,000 MTCO2e threshold including the Palmdale Logistics Park EIR and the 8th Street Industrial EIR.

The City of Palmdale determined the size of development that is too small to be able to provide the level of greenhouse gas (GHG) emission reductions expected from the screening tables or alternate emission analysis method. To do this the City determined the GHG emission amount allowed by a project such that 90-percent of the emissions, on average, from all projects would exceed that level and be "captured" by the screening table or alternate emission analysis method. The GHG emissions calculations from the City's VMT Analysis Tool should be used in conjunction with the City's GHG emissions screening tables.

California Emissions Estimator Model (CalEEMod 2022.1) was used to determine the maximum number of dwelling units or square footage that would remain within the 3,000 MTCO2e per year screening threshold. CalEEMod is a statewide land use emissions computer model designed to quantify potential criteria pollutant emissions associated with both construction and operations from a variety of land use projects. This model was selected because it is provided by the California Air Resources Board (CARB) to be used statewide for developing project-level GHG emissions. CalEEMod was used with the built-in default trip lengths and types.

CalEEMod runs were conducted for a variety of land uses in order to determine the land use units that trigger the 3,000 MT CO2e/year threshold, as well the CO2e emissions on a per-unit (dwelling unit or thousand square feet) rate that could be used in the City's VMT Analysis Tool. The land uses and corresponding CO2e emissions rates are shown in Table B-1.

Table B-1 - Land Uses and CO_2e Emissions Rates

Land Use	DU or TSF	Total $MTCO_2e$	$MTCO_2e$ per DU or TSF
Single Family	202	2,996	14.83
Multi-Family (low-rise)	213	2,996	14.07
Multi-Family (mid-rise)	341	2,996	8.79
General Office Building	254	3,000	11.81
Retail	64	2,991	46.73

* DU = dwelling unit, TSF = Thousand Square Feet

CalEEMod relies on known emissions data associated with certain activities or equipment (i.e. default values) that can be used if site-specific information is not available. CalEEMod contains default values to use in each specific local air district region or county. Input values were selected to be specific to the South Coast portion of Riverside County as the majority of future development that would utilize the screening

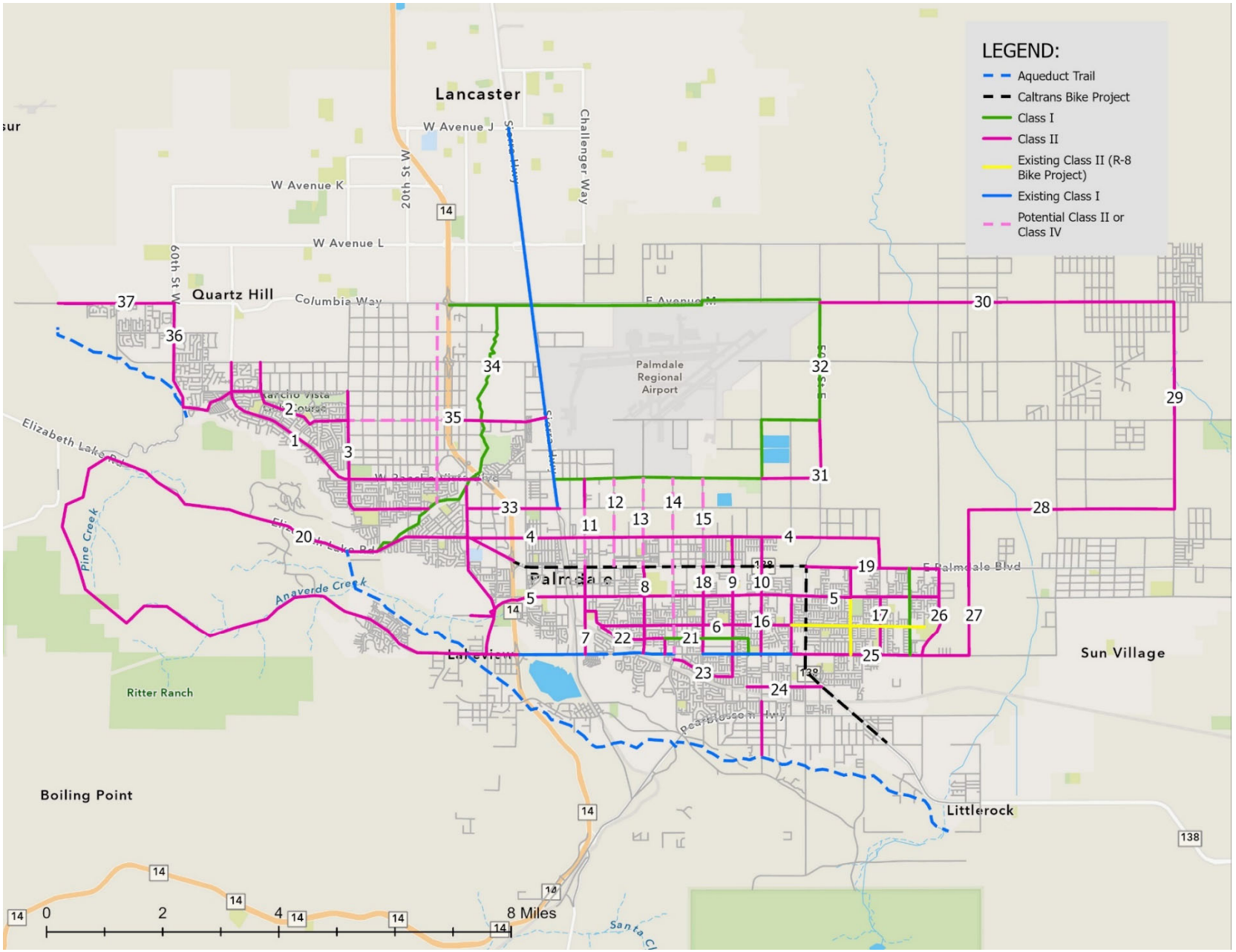
thresholds is anticipated in this area of the County. The following outlines the assumptions used in the CalEEMod calculations:

- CalEEMod uses the daily trip generation rates contained within the Institute of Transportation Engineer's (ITE) *Trip Generation Manual, 10th Edition* by default.
- Rural trip lengths are longer than urban trip lengths and were conservatively used.
- The CalEEMod mobile source (vehicle) emissions are based on emissions rates from CARB's EMissions FACtor Model (EMFAC). CalEEMod uses the default vehicle fleet mix from EMFAC2021 v1.0.1 for determining vehicle emissions.
- The CalEEMod carbon intensity factor was adjusted within the model to represent Southern California Edison's (SCE) current emissions rate. The electricity emission intensity factor in CalEEMod was revised to use the SCE's reported rate in their 2018 Corporate Responsibility and Sustainability Report. As of 2017, SCE's power mix was at 32 percent renewable energy and will be required to achieve the 60 percent renewable energy goal by 2030 established by SB 100.
- Energy savings from water conservation resulting from the Green Building Code Standards for indoor water use and California Model Water Efficient Landscape Ordinance for outdoor water use are not included in CalEEMod. Conservatively, no updates were made to CalEEMod to account for these measures.

The 2019 Building Energy Efficiency Standards (adopted on May 9, 2018) took effect on January 1, 2020. Under the 2019 standards, homes would use about 53 percent less energy and nonresidential buildings would use about 30-percent less energy than buildings under the 2016 standards. Conservatively, no updates were made to CalEEMod to account for these reductions under the 2019 Building Energy Efficiency Standards.

Appendix C

Key Map





SB 743 Vehicle Miles Traveled (VMT) Implementation

June 5, 2024

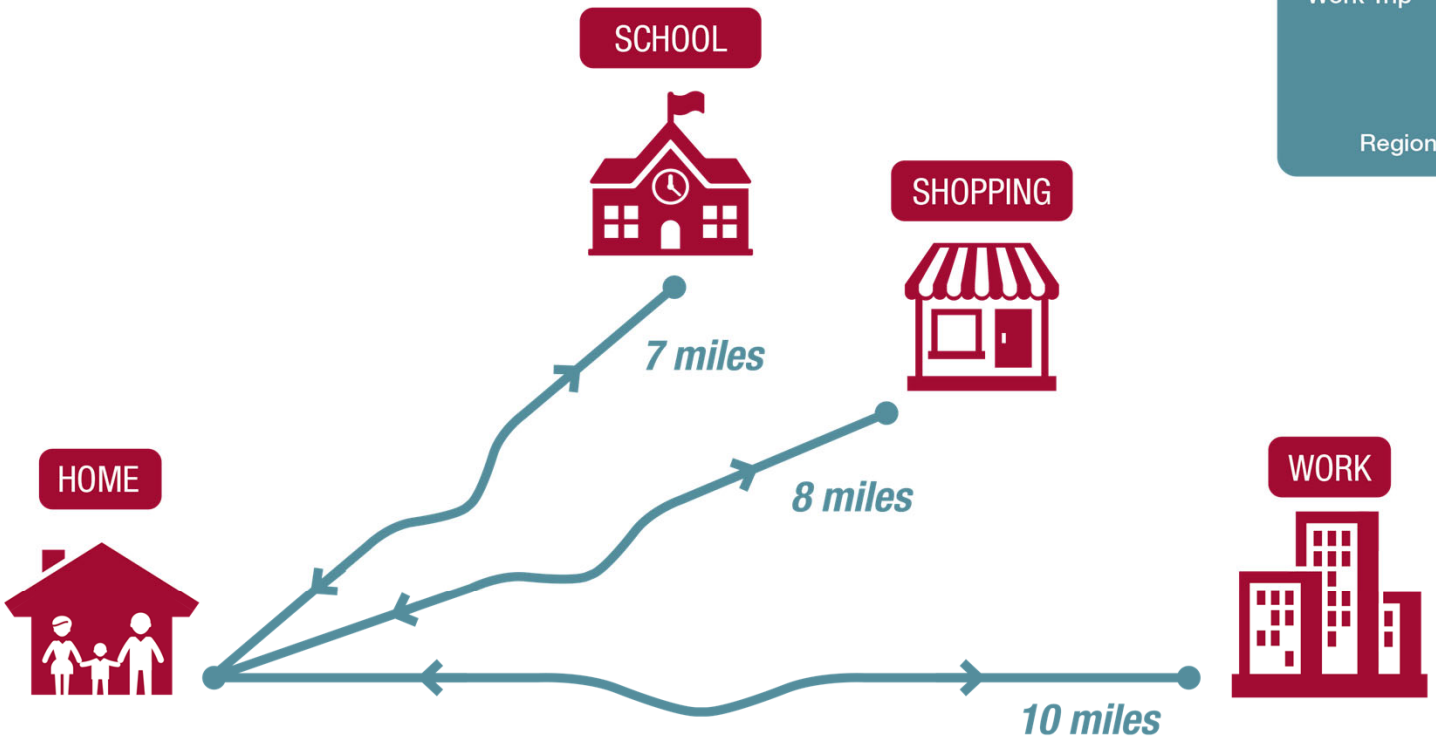


SB 743 Overview

- SB 743 is CEQA Specific
- Basis for a “transportation significant impact” determination
- Sustainability and GHG reduction by
  - Denser infill development
  - Reducing single occupancy vehicles
  - Improved mass transit
- Went into effect on July 1, 2020
  - Using Los Angeles County VMT Guidelines
- Most recent state guidance is from December 2018
- Recommends that land uses be split out
- VMT is the principal metric

EFFICIENCY METRIC

RESIDENTIAL VEHICLE MILES TRAVELED (VMT)



School Trip	2 trips x 7 miles = 14 VMT
Shopping Trip	2 trips x 8 miles = 16 VMT
Work Trip	2 trips x 10 miles = 20 VMT

50 VMT / 3 people

= 16.7 miles/capita

Regional per Capita Threshold = 17.5 VMT/capita

FACTS:

- Parent 1 takes child to school
- Parent 1 goes shopping
- Parent 2 goes to work
- Family has 3 persons

NO SIGNIFICANT IMPACT

Kimley»Horn



Step 1: Evaluate Land Use Type

- ***Land use type*** Define land use(s) in ITE terms.
- ***Mixed Use*** Mixed use projects are permitted to account for internal capture
- ***Redevelopment projects*** Refer to Step 2.

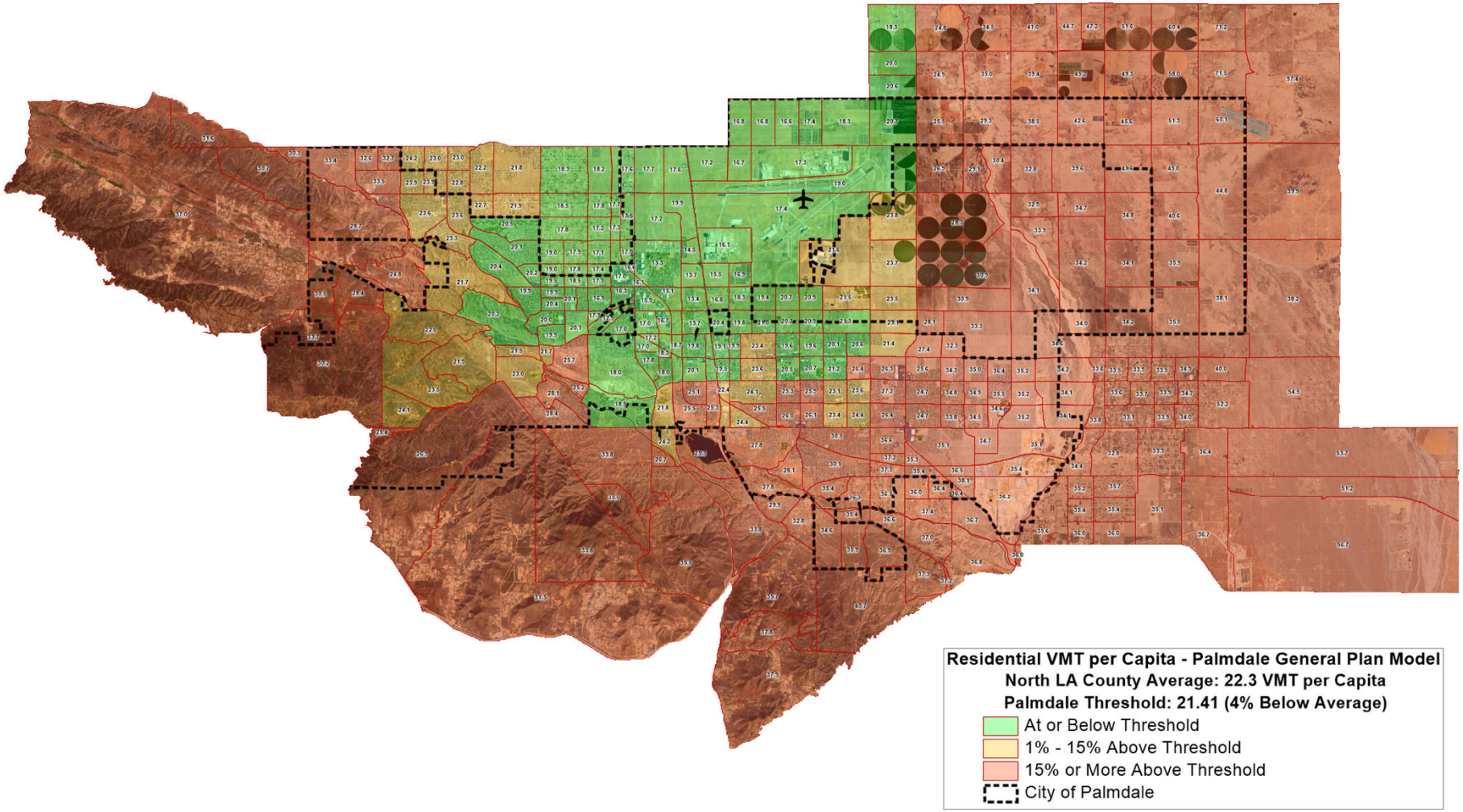


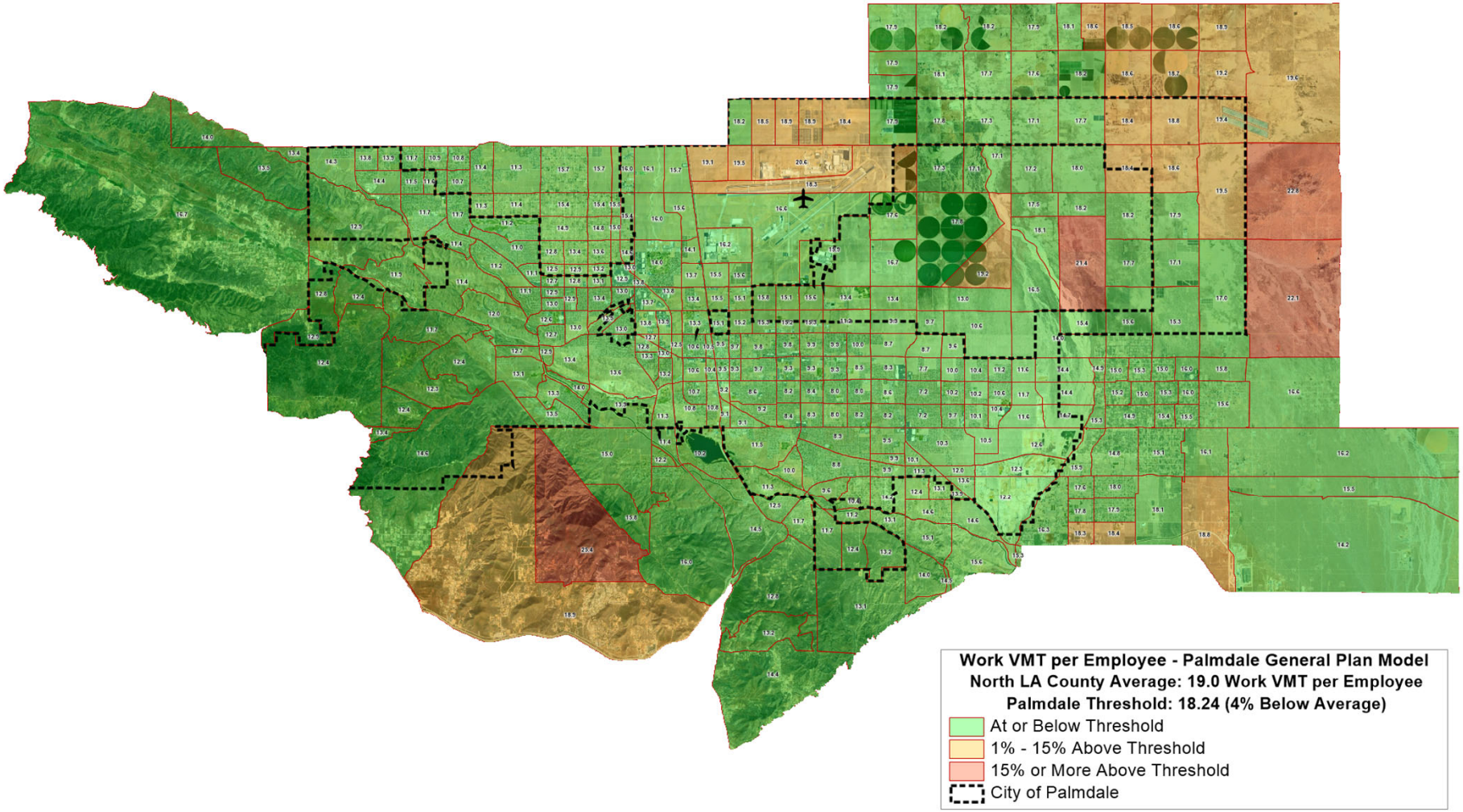
Step 2: Screening for Non-Significant Impact

- ***Small Projects*** – Produces less than 3,000 MTCO2e
- ***Transit*** – Within a ½ mile of High Quality transit
- ***Affordable Housing*** – 100% of housing is for residents with incomes <80% of the median
- ***Local-Essential Service*** – Customer-based uses serving local needs
- ***Map-Base Screening*** – Select uses can be evaluated based on prepared maps
- ***Redevelopment Projects*** – New project does not result in net VMT increase

Step 3: Significance Threshold and Methodology

Land Use	VMT Threshold	Basis
Residential	21.4 VMT/capita[1]	4% below existing North Los Angeles County average VMT per capita
Employment	18.2 Work VMT/Employee[2]	4% below existing North Los Angeles County average Work VMT per employee
Retail	Net regional change	Using North Los Angeles County VMT as the basis
Other Customer	Net regional change	Using North Los Angeles County VMT as the basis


Residential VMT per Capita - Palmdale General Plan Model
North LA County Average: 22.3 VMT per Capita
Palmdale Threshold: 21.41 (4% Below Average)
At or Below Threshold
1% - 15% Above Threshold
15% or More Above Threshold
City of Palmdale


Work VMT per Employee - Palmdale General Plan Model
North LA County Average: 19.0 Work VMT per Employee
Palmdale Threshold: 18.24 (4% Below Average)
At or Below Threshold
1% - 15% Above Threshold
15% or More Above Threshold
City of Palmdale



Step 4/5: VMT Scope, Analysis and Mitigation

- City Reviews Analysis Scope
  - Prior to undertaking analysis
  - Avoids redoing analysis
- Determination of Significant Impact
  - City runs TREDLite
  - City determines project VMT Impact Fee
- Develop Mitigation Measures
  - Transportation Demand Measure
  - CEQA Compliant Monitoring



Transportation Demand Management Mitigations

- Trip Reduction Program (Voluntary)
- Trip Reduction Program – (Mandatory)
- Commute Trip Reduction Marketing
- Subsidized Transit Program
- Provide End-of-Trip Bicycle Facilities
- Employer-Sponsored Vanpool
- Price Workplace Parking
- Electric Vehicle Charging Infrastructure
- Pedestrian Network Improvement
- Construct or Improve Bike Facility
- Use Cleaner-Fuel Vehicle (only GHG reductions)





Mitigation Bank

- Funds larger VMT reducing projects that a single applicant cannot fund
  - Bicycle infrastructure, transit (buses, stop amenities, route extensions), programs
- Provides a way for projects to pay one fee to mitigate impact
- Optional, generally only used if TDM measures don't fully mitigate impact
- Can be used in combination with TDM measures
- Sets single cost per VMT
- The City determines amount of VMT needed, then the project applicant purchases that amount to mitigate impact, money goes to fund projects included in bank



Step 6: VMT Mitigation Monitoring

- Monitoring is dependent on mitigation type
- Trip Cap is a good approach
- Conditions of approval
- Sunsetting monitoring



Council Recommended Action

- We recommend that the Council adopt Resolution No. 2024-031 to establish a VMT Program that includes a VMT Analysis Fee and a VMT Impact Fee of $261/VMT over the adopted threshold



Questions



City Council Staff Report

DATE: **JUNE 5, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
ENGINEERING DIVISION

DISTRICT: **2**

SUBJECT: **ADOPT RESOLUTION NO. CC 2024-054, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE ORDERING THE DETACHMENT OF PARCELS FROM 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:

1. Adopt Resolution No. CC 2024-054, a Resolution of the City Council of the City of Palmdale ordering the detachment of parcels from the City of Palmdale Landscape Maintenance Assessment District and Annexations, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations; and,

2. Authorize the Mayor to execute Resolution No. CC 2024-054, ordering the detachment of parcels from the City of Palmdale Landscape Maintenance Assessment District and Annexations, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations.

BACKGROUND

The City has, by previous Resolution No. CC 2022-108 and Ordinance No. 1596, formed the City of Palmdale Community Facilities District No. 2022-2, Ritter Ranch Maintenance Services (the “CFD”). The CFD is authorized to levy and collect special taxes for certain maintenance services, which were meant to replace the City’s existing maintenance assessment districts as a means of funding services (landscaping, streetlights, and park maintenance/improvements). As such, the parcels included in the CFD are being

detached from the City of Palmdale Landscape Maintenance Assessment District and Annexations, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations before the commencement of the CFD levy.

DISCUSSION

Based on discussions between the Ritter Ranch developer and the City over the course of the formation of the CFD, a desire was expressed to consolidate services into a single funding source, which is in line with the City's program to utilize community facilities districts to fund services rather than maintenance assessment districts. This action will eliminate the potential for duplication of funding by removing parcels from the maintenance assessment districts included in the CFD.

On May 15, 2024, the City Council took the first step to detach parcels from the City of Palmdale Landscape Maintenance Assessment District and Annexations, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations by adopting Resolution No. CC 2024-049, which set the public hearing date to receive testimony and/or written protests from affected property owners. Consistent with the Landscaping and Lighting Act of 1972 and the California Street and Highway Code Section 22500, et seq, public hearing notices have been published for the required number of times and the prescribed period before the hearing.

This evening, the City Council will conduct the second and final step in detaching parcels from the City of Palmdale Landscape Maintenance Assessment District and Annexations, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations. Following the public hearing, the City Council will consider the adoption of Resolution CC 2024-054, which will detach parcels from the referenced assessment districts within the Ritter Ranch Development.

FISCAL IMPACT

$0; there is no fiscal impact associated with this action. The cost of the detachment is funded by the developer's deposit.

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, P.E., Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Director of Operations
Approved by:	Ronda Perez, City Manager
Approved as to form:	William P. Curley, III, City Attorney

ATTACHMENTS

Reso. No. CC 2024-054

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2024-054

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE ORDERING THE DETACHMENT OF PARCELS FROM THE CITY OF PALMDALE LANDSCAPE MAINTENANCE ASSESSMENT DISTRICT AND ANNEXATIONS, PARK MAINTENANCE AND RECREATION IMPROVEMENT DISTRICT, AND STREETLIGHT MAINTENANCE ASSESSMENT DISTRICTS AND ANNEXATIONS

WHEREAS, the City Council ("Council") of the City of Palmdale ("City") has, by previous Resolutions, approved the formation of and annexation to the City of Palmdale Landscape Maintenance Assessment District and Annexations, Park Maintenance and Recreation Improvement District, and Streetlight Maintenance Assessment Districts and Annexations, (hereafter referred to as the "Districts"), pursuant to the provisions of the Landscape and Lighting Act of 1972, Part 2, Division 15 of the California Streets and Highways Code (commencing with Section 22500) (hereafter referred to as the "Act") to pay the costs and expenses of operating, maintaining and servicing the improvements located within the Districts; and,

WHEREAS, the Council desires to detach from the Districts parcels identified in Exhibit A, as a Community Facilities District (CFD) is now in place to pay the costs and expenses of operating, maintaining, and servicing the improvements located within the Districts and,

WHEREAS, a Public Hearing was held on June 5, 2024, on objections to the detachment of the property from the Districts, and all interested persons were allowed to hear and be heard.

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 Council hereby orders the detachment of parcels and the Districts from which they will be detached, as identified in Exhibit A.

SECTION 2. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED and **ADOPTED** this 5th day of June 2024.

Approved as to form:

_____
William P. Curley, III
City Attorney

_____
Austin Bishop, Mayor

ATTEST:

_____
Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of the City of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 5th day of June, 2024 by the following roll call vote:

AYES: _____

NOES: _____

ABSTAIN: _____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

EXHIBIT A

THE PARCELS SUBJECT TO DETACHMENT FROM THE DISTRICTS:

NAME OF PROPERTY OWNER	ASSESSOR PARCEL NUMBERS
RdR Development Holdings, LLC	3206-020-017
	3206-026-005
	3206-026-007
	3206-027-002
	3206-027-004
	3206-027-005
	3206-027-006
	3206-027-007
	3206-027-008
	3206-027-009
	3206-027-010
	3206-027-012

City Council Staff Report

DATE: **JUNE 5, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **PUBLIC WORKS DEPARTMENT**
ENGINEERING DIVISION

DISTRICT: **2**

SUBJECT: **ADOPT RESOLUTION NO. CC 2024-055, A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE ORDERING THE DETACHMENT OF PARCELS FROM THE CITY OF PALMDALE DRAINAGE BENEFIT ASSESSMENT DISTRICT NO. 2006-02**

RECOMMENDATION

Staff recommends that the City Council:

1. Adopt Resolution No. CC 2024-055, a Resolution of the City Council of the City of Palmdale ordering the detachment of parcels from the City of Palmdale Drainage Benefit Assessment District No. 2006-02; and,

2. Authorize the Mayor to execute Resolution No. CC 2024-055, ordering the detachment of parcels from the City of Palmdale Drainage Benefit Assessment District No. 2006-02.

BACKGROUND

The City has, by previous Resolution No. CC 2022-108 and Ordinance No. 1596 formed the City of Palmdale Community Facilities District No. 2022-2, Ritter Ranch Maintenance Services (the “CFD”). The CFD is authorized to levy and collect special taxes for certain maintenance services, which were meant to replace the City’s existing drainage benefit assessment districts as a means of funding services (drainage facilities maintenance). As such, the parcels included in the CFD are being detached from the City of Palmdale Drainage Benefit Assessment District DBAD No. 2006-02 before the commencement of the CFD levy.

DISCUSSION

Based on discussions between the Ritter Ranch developer and the City over the course of the formation of the CFD, a desire was expressed to consolidate services into a single funding source, which is in line with the City's program to utilize community facilities districts to fund services rather than maintenance assessment districts. This action will eliminate the potential for duplication of funding by removing parcels from the maintenance assessment districts included in the CFD.

On May 15, 2024, the City Council took the first step to detach parcels from the City of Palmdale Drainage Benefit District by adopting Resolution No. CC 2024-050, which set the public hearing date to receive testimony and/or written protests from affected property owners. Consistent with the Benefit Assessment Act of 1982, being Chapter 6.4 of Part 1 of Division 2 of Title 5 of the Government Code of the State of California Section 54703, et seq., public hearing notices have been published the required number of times and the prescribed period before the hearing.

This evening, the City Council will conduct the second and final step in detaching parcels from the City of Palmdale Drainage Benefit Assessment District No. 2006-02. Following the public hearing, the City Council will consider the adoption of Resolution No. CC 2024-055, which will detach parcels from the referenced assessment district within the Ritter Ranch Development.

FISCAL IMPACT

$0; there is not fiscal impact associated with this action. The cost of the detachment is funded by the developer's deposit.

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, P.E., Director of Public Works
Certified as to availability of Funds:	Janelle Samson, Director of Operations
Approved by:	Ronda Perez, City Manager
Approved as to form:	William P. Curley, III, City Attorney

ATTACHMENTS

Reso. No. CC 2024-055

CITY COUNCIL
CITY OF PALMDALE, CALIFORNIA
RESOLUTION NO. CC 2024-055

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PALMDALE ORDERING THE DETACHMENT OF PARCELS FROM DRAINAGE BENEFIT ASSESSMENT DISTRICT NO. 2006-02

WHEREAS, the City Council ("Council") of the City of Palmdale ("City") has, by previous Resolutions, approved the formation of and the annexation to the City of Palmdale Drainage Benefit Assessment District No. 2006-02 (hereafter referred to as the "District"), pursuant to the provisions of 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) (hereafter referred to as the "Act") to pay the costs and expenses of operating, maintaining and servicing the improvements located within the District; and

WHEREAS, the Council desires to detach from the Drainage Benefit Assessment District No. 2006-02 parcels identified in Exhibit A, as a Community Facilities District is now in place to pay the costs and expenses of operating, maintaining, and servicing the improvements located within the District; and,

WHEREAS, a Public Hearing was held on June 5, 2024, on objections to the detachment of the property from the District, and all interested persons were allowed to hear and be heard.

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 Council hereby orders the detachment of the parcels and the District from which they are to be detached, as identified in Exhibit A.

SECTION 2. The City Clerk shall certify to the adoption of this resolution.

PASSED, APPROVED and **ADOPTED** this 5th day of June, 2024.

Approved as to form:

_____
William P. Curley, III
City Attorney

_____
Austin Bishop, Mayor

ATTEST:

_____
Rochelle Scott, City Clerk

I, Rochelle Scott, City Clerk of the City of Palmdale, California, do hereby certify that the foregoing resolution was duly passed, approved, and adopted by the City Council of the City of Palmdale at a regular meeting of said Council held on the 5th day of June 2024 by the following roll call vote:

AYES: _____

NOES: _____

ABSTAIN: _____ABSENT:_____

Date: _____ _____
Rochelle Scott, City Clerk

EXHIBIT A

THE PARCELS SUBJECT TO DETACHMENT FROM THE DISTRICT:

NAME OF PROPERTY OWNER	ASSESSOR PARCEL NUMBERS
RdR Development Holdings, LLC	3206-020-017
	3206-026-005
	3206-026-007
	3206-027-002
	3206-027-004
	3206-027-005
	3206-027-006
	3206-027-007
	3206-027-008
	3206-027-009
	3206-027-010
	3206-027-012

City Council Staff Report

DATE: **JUNE 05, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **CITY MANAGER DEPARTMENT**
CITY CLERK DIVISION

DISTRICT: **ALL**

SUBJECT: **CITY COUNCIL NOMINATION AND APPOINTMENT OF ONE (1) PUBLIC MEMBER TO THE AUDIT COMMITTEE**

RECOMMENDATION

Staff recommends that the City Council nominate and appoint one (1) individual to serve as the Public Member on the Audit Committee for a new term to expire in June 2026.

1. Cesena, Phillip (D5)	2. Donkor, Melinda (Out of District Boundaries)
3. Lampkins – Tira (D2)	4. Rose, Laura (D3)
5. Zelaya, Cinthia (D1)	

BACKGROUND

The City's Audit Committee (Committee) facilitates communication between the auditor of the City's financial statements, the City Council, and City management staff. The goal of the Committee is to maintain the public's confidence in the City's financial functions, enhance the accessibility of the City's financial matters to our citizens, and promote the City's financial transparency.

Pursuant to the Committee's Bylaws, the Committee shall consist of five (5) members: two (2) City Council members, the City Manager, the Director of Operations/City Treasurer, and one (1) member of the public. Committee members do not receive compensation and are not eligible for reimbursement.

Committee members generally meet twice yearly (Spring and Fall).

DISCUSSION

This appointment fills the vacancy created by previous Public Member Christine Geary, who did not express a desire to be reappointed when her term ended in June 2023.

A Livescan fingerprint submission via the California Department of Justice is required for the appointment to be complete. The State of California requires a Statement of Economic Interest Form 700 to be filed within 30 days of the appointment.

FISCAL IMPACT

$2,562; The amount covers recruitment advertising costs. The funds were budgeted in Legal Advertising account 10112001-722310.

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:	Rochelle Scott, City Clerk
Certified as to availability of Funds:	Janelle Samson, Director of Operations
Approved by:	Ronda Perez, City Manager
Approved as to form:	William P. Curley, III, City Attorney

ATTACHMENTS

Redacted Applications

Rochelle Scott

From: noreply@civicplus.com
Sent: Tuesday, April 16, 2024 2:50 PM
To: City Clerk Department
Subject: Online Form Submittal: Audit Committee Public Member Recruitment

CAUTION: This email originated from outside of the organization.

Audit Committee Public Member Recruitment

Name	phillip District 5
Address	[redacted]
City	[redacted]
Zip Code	[redacted]
Home Phone	[redacted]
Business Phone	*Field not completed.*
Occupation	Captain of Gods Army
Why are you interested in this position?	I have lived in Palmdale my whole life minus 4 years age 6 to 10 years old moved to arkansas with my mother. I know what our city needs and God asked me to apply. he knows I am the right person for such an important job that needs transparency and a person with the upmost integrity
Have you had previous public service experience on a board, commission, or public body? If so, indicate the public agency, title, position, and duties.	no
Are you a Certified Public Accountant or have had previous experience in accounting, auditing, financial reporting, and internal controls? If so,	yes. I was the assistant store manager for Vons. I was in charge of the safety, customer service, payrol, and conducted many audits to insure we were following company policies. 2 out of my 5 days of work I was responsible for the store managers days off. I have an owner operators mind set. I have vested interest in the city I live in.

briefly explain your experience.	
Have you read the guidelines of the Audit Committee pursuant to Section No. 3.05 of the Palmdale Municipal Code? If so, briefly explain the purpose of the Audit Committee.	no I have not read them.
If you wish, you may attach a copy of your resume to this application	*Field not completed.*
Signature	phillip paul cesena
Date	4/16/2024
	(Section Break)
Volunteer Information	
REASONABLE ACCOMMODATIONS:	Yes
What reasonable accommodations would be necessary to assist you in this area?	a city car or truck with insurance and a fuel card
	(Section Break)
Foreign Languages	
Foreign Language 1	*Field not completed.*
Foreign Language 1	*Field not completed.*
Foreign Language 2	*Field not completed.*
Foreign Language 2	*Field not completed.*
	(Section Break)
Skills and Training	

Specialized training/skills	4 time president award winner for world class customer service over 80 100% secret service mystery shoppers for vons in a row it takes 20 mystery shopper encounters in a row to earn a president award
Computer Skills	Word, Photoshop, Excel, Adobe Creator, Access , PowerPoint, Publisher, Other
Other Skills	very trainable and dedicated
Is any or all of your volunteer time to be credited toward a project, certification or degree program for a school, community organization or religious program?	No
Previous Volunteer/ Work Experience as it relates to your volunteer interests:	I have been doing volunteer work since Oct 21st 2016. I've been cleaning up trash every where I go. I cleaned all the trash up at the Palmdale regional medical center. I volunteered at Palmdale pony base ball for 3 seasons as the manager for both of my boys baseball teams. I'm also the new volunteer sheriff in Palmdale. everything I do is for our father God

(Section Break)

In Case of Emergency

Whom should we notify?

Name	[redacted]
Relationship to Applicant	[redacted]
Home Phone	[redacted]
Work Phone	*Field not completed.*
Physician's Name	*Field not completed.*
Phone	*Field not completed.*
Do you have any medical history that we should be aware of in	[redacted]

the event of an emergency? (Allergies, medications, etc.)

Authorization and Release

I certify that all statements on this application are true and complete. I authorize the City of Palmdale to investigate any information in this application. As part of the final selection process, I must 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 determining my suitability for particular types of work as an Audit Committee Member/Volunteer work and that such information collected during the check will be kept confidential. I understand that false or misleading statements shall be sufficient grounds for disqualification.

As a City Volunteer, I understand that as a volunteer, I am offering the services of my own free will without any expectation of compensation, benefits, or insurance (unless otherwise noted). I voluntarily agree to participate as a volunteer.

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 activities as an Audit Committee Member/Volunteer 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 date. 4/16/2024

For additional information, you may call the City Clerk at (661) 267-5151.

Email not displaying correctly? View it in your browser.

From: noreply@civicplus.com
To: City Clerk Department
Subject: Online Form Submittal: Audit Committee Public Member Recruitment
Date: Monday, April 22, 2024 2:48:16 PM

CAUTION: This email originated from outside of the organization.

Audit Committee Public Member Recruitment

Name	MELINDA DONKOR
Address	[redacted]
City	[redacted]
Zip Code	[redacted]
Home Phone	[redacted]
Business Phone	*Field not completed.*
Occupation	ACCOUNTING PROFESSIONAL
Why are you interested in this position?	Please see my Statement of Interest on my resume, which is attached.
Have you had previous public service experience on a board, commission, or public body? If so, indicate the public agency, title, position, and duties.	No
Are you a Certified Public Accountant or have had previous experience in accounting, auditing, financial reporting, and internal controls? If so, briefly explain your experience.	Yes, please my resume, which is attached.
Have you read the guidelines of the Audit Committee pursuant to Section No. 3.05 of the Palmdale Municipal	The Audit Committee shall have the purpose of providing a direct link between the auditor of the City's financial statements and the City Council to facilitate communication between the City Council, auditors and City management staff. The Audit Committee shall maintain the public's confidence in the City's finance functions, enhance the accessibility of the City's financial

Code? If so, briefly explain the purpose of the Audit Committee.	matters to its citizens, and promote the transparency of the City's finances.
If you wish, you may attach a copy of your resume to this application	
Signature	MELINDA DONKOR
Date	4/22/2024
	(Section Break)
Volunteer Information	
REASONABLE ACCOMMODATIONS:	No
	(Section Break)
Foreign Languages	
Foreign Language 1	SPANISH
Foreign Language 1	*Field not completed.*
Foreign Language 2	FRENCH
Foreign Language 2	*Field not completed.*
	(Section Break)
Skills and Training	
Specialized training/skills	FINANCIAL REPORTING, SEC REPORTING, AUDIT, INTERNAL CONTROLS
Computer Skills	Excel
Is any or all of your volunteer time to be credited toward a project, certification or degree program for a school, community organization or religious program?	No
Previous Volunteer/	No

Work Experience as it relates to your volunteer interests:	

(Section Break)

In Case of Emergency
Whom should we notify?

Name	[redacted]
Relationship to Applicant	[redacted]
Home Phone	*Field not completed.*
Work Phone	*Field not completed.*
Physician's Name	*Field not completed.*
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.*

Authorization and Release

I certify that all statements on this application are true and complete. I authorize the City of Palmdale to investigate any information in this application. As part of the final selection process, I must 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 determining my suitability for particular types of work as an Audit Committee Member/Volunteer work and that such information collected during the check will be kept confidential. I understand that false or misleading statements shall be sufficient grounds for disqualification.

As a City Volunteer, I understand that as a volunteer, I am offering the services of my own free will without any expectation of compensation, benefits, or insurance (unless otherwise noted). I voluntarily agree to participate as a volunteer.

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 activities as an

Audit Committee Member/Volunteer 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 date.	4/22/2024

For additional information, you may call the City Clerk at (661) 267-5151.

Email not displaying correctly? View it in your browser.

MELINDA DONKOR (WONG), CPA (INACTIVE)

[redacted], CA

STATEMENT OF INTEREST IN THE CITY OF PALMDALE AUDIT COMMITTEE SEAT

I came across the city's notice of recruitment for the Audit Committee ("AC") from the city's email distribution, which I have subscribed to since 2019 for the benefit of my three nephews, who are Palmdale residents. I am continually impressed by the community events the city sponsors–as well as the affordable recreation offerings. I have signed my nephews up for swim, karate, and baseball and the eldest even got his first job as a summer lifeguard at the Drytown Waterpark. As a citizen who appreciates these services and would like to see them continue, I would be very honored to use my financial experience to serve the community, and ultimately to support the continuation of its good work.

EDUCATION

B.A. University of California Los Angeles, 2003-2007
Psychology major | Accounting minor

PROFESSIONAL EXPERIENCE

Mission Produce, Inc. (fruit distributor)

Director, Financial Reporting Aug 2020-present

- Preparation and filing of all SEC financial reports (e.g. Forms 10K, 10Q and 8K), including compilation of all tie-out support and schedules (US GAAP)
- Review over XBRL-compliant tagging.
- Preparation of the earnings release
- Preparation of the consolidated financial statements, including cash flow
- Manage the overall relationship with external auditors, timely PBC delivery, oversee the preparation of audit schedules and resolve conflicts / questions
- Subsidiary support for stat reporting in IFRS
- Administration and accounting for stock-based compensation (plan has options, RSUs, PUs, deferral features)
- Responsible for all aspects of new accounting pronouncement implementation/adoptions (ex: lease accounting ASC 842, credit losses ASC 326, in-progress: segment disclosures, ASU 2023-07)
- Technical accounting leader for discrete transactions (IPO, business combination, investments in partially owned entities, share buybacks, stock split)
- Ownership of the company's consolidated accounting policies
- SOX compliance management and reporting to Audit Committee

Implant Direct, an Envista operating co. (formerly Danaher) (Dental device manufacturer)

Accounting Manager Jan 2018-Aug 2020

- Manage 2 direct reports (Sr. Accountants) + dotted-line supervision of ~10 AR/AP associates
- Report directly to CFO (there is no controller)
- Responsible for leading day-to-day accounting and monthly close process for 3 legal entities, including:
    - Oversight of AR & AP groups
    - Preparation and review journal entries
    - Post & reconcile ADP payroll
    - Bank and balance sheet reconciliations
    - Intercompany confirmations and bookings
- Reduced amount of overtime worked by staff during the 3-day monthly close
- Accelerated the availability of preliminary financials by half a day
- Responsible for HFM consolidation of 10 legal entities
- Prepare flux commentary on consolidated financials for CFO
- Implement and maintain operating effectiveness of internal controls
- Prepare external audit requests
- State & local sales tax filings
- Oversee annual physical inventory
- Preparation of Corporate deliverables including SEC disclosures and statistical data; annual intangibles impairment analysis; annual revenue recognition memo; preparation of the annual corporate tax package
- Site administration of the SOX testing program

Avery Dennison Corp. (Industrial manufacturing, consumer packaging, retail, and medical)

Sr. Manager, Corporate Financial Reporting Jan 2018
Corporate Financial Reporting Manager II Apr 2016-Jan 2018
Corporate Financial Reporting Manager Apr 2013-Mar 2016
Sr. Financial Reporting Analyst Dec 2010-Mar 2013

- Quarterly consolidation and corporate accounting
    - Consolidated cash flow preparation

    - Preparation of corporate-held accruals (ex: restructuring, environmental, legal)
    - Prepared corporate expense allocation
    - Created Smartview submission templates for opco submission of statistical data
    - Consolidated statistical scenarios in HFM
    - Reviewed opco supplemental statistical submissions
- Preparation of SEC filings (10Q/10K/11K)
    - Wrote footnote and MD&A disclosures and prepared supporting schedules
    - Non-GAAP measures
    - Coordinated internal document review with upper management, legal, investor relations & audit committee
    - SEC comment letter research/response
    - XBRL tagging/review, as well as vendor selection prior to implementation
    - 11K filing for employee benefit plan- included preparation of plan financials, preparation of the entire 11K filing, as well as DOL financials and filing with Form 5500
- Technical accounting
    - Research new accounting pronouncements/white paper preparation
    - Revenue recognition ASC 606 Project Lead
        - Governance: Led a task force of ~15 business finance directors and managed project flow with project sponsor (CAO) and other internal stakeholders
        - Assessment: contract review, process documentation
        - Design/implementation: new disclosure requirements, wrote internal accounting policies, training and rollout strategy, etc.
        - Wrote the Q1 2018 10Q disclosures related to ASC 606 (refer to FNs 1 & 2)
    - Acquisitions, fair value, changes in accounting principle, prior period revisions, discops, restructuring
    - Reviewed acquisition valuation reports
- Auditor liaison for PBCs, walkthroughs, and sampling requests
- SOX- process flowcharts/narratives, key controls and test plans
- Corporate controllership
    - Global finance organization included three reportable segments and 200+ opcos
    - Constructed and implemented process improvements
    - Drove company-wide accounting policy and lead training initiatives

Quest Software (now Dell)

Corporate Accountant Jun 2009-Nov 2010

- Ensured accurate and timely monthly, quarterly, and year-end closes
- Monthly trend review of approximately ten legal entities
- Prepared corporate-held entries for deferred revenue and R&D cap
- Support for Oracle upgrade and Hyperion implementation, migrating historical data in both local and reporting currencies, data validation, and report writing
- SOX

Grant Thornton, LLP

Audit Associate Aug 2007-May 2009

- Client mix= public & private / manufacturing, financial institutions, healthcare
- SOX narrative documentation, walkthroughs, testing, and remediation
- Performed approx. 20 inventory observations!

TECHNOLOGY

Microsoft suite (advanced Excel); Oracle; Hyperion Financial Management (HFM); Costar; Lease Accelerator; Google suite

Online Form Submittal: Audit Committee Public Member Recruitment

noreply@civicplus.com <noreply@civicplus.com>
Mon 1/15/2024 6:03 PM
To:City Clerk Department <cityclerkdepartment@cityofpalmdale.org>

CAUTION: This email originated from outside of the organization.

Audit Committee Public Member Recruitment

Name	Tira McIntosh-Lampkins District 2
Address	[redacted]
City	[redacted]
Zip Code	[redacted]
Home Phone	[redacted]
Business Phone	*Field not completed.*
Occupation	Management & Program Analyst with the Department of Housing & Urban Development
Why are you interested in this position?	I have a 25-year background in the public administration field, which includes technical and complex administrative tasks, including compliance audits. have over ten years working within congressional districts, aiding officials in examining financial reporting's.
Have you had previous public service experience on a board, commission, or public body? If so, indicate the public agency, title, position, and duties.	I held a board member seat on the First Congressional District Small Business Taskforce.
Are you a Certified Public Accountant or have had previous experience in accounting, auditing, financial reporting, and internal controls? If so, briefly explain your experience.	I am not a certified public accountant. I have experience in accounting and auditing with the Social Security Administration, as well as financial reporting in my business consulting firm.
Have you read the guidelines of the Audit Committee pursuant to Section No. 3.05 of the Palmdale Municipal Code? If so, briefly explain the	The audit committee is to facilitate communication between the City Council, City Management, and auditors. This committee plays a crucial role in promoting financial transparency within the city and provides a direct link between the auditor of the city's financial statements, city council, and city management

purpose of the Audit Committee.	staff. Overall, the purpose of my involvement in this role is to facilitate effective communication.
If you wish, you may attach a copy of your resume to this application	
Signature	Tira McIntosh-Lampkins
Date	1/15/2024

(Section Break)

Volunteer Information

REASONABLE ACCOMMODATIONS:	No

(Section Break)

Foreign Languages

Foreign Language 1	*Field not completed.*
Foreign Language 1	*Field not completed.*
Foreign Language 2	*Field not completed.*
Foreign Language 2	*Field not completed.*

(Section Break)

Skills and Training

Specialized training/skills	Bachelor's degree; Minor: Political Science; Post Baccalaureate in Legal Studies
Computer Skills	Word, Photoshop, Excel, Adobe Creator, Access , PowerPoint, Publisher
Is any or all of your volunteer time to be credited toward a project, certification or degree program for a school, community organization or religious program?	No
Previous Volunteer/ Work Experience as it relates to your volunteer interests:	Management & Program Analyst with Dept. Of Housing and Urban Development, 8/23 to current; Social Insurance Specialist with Social Security Administration, 04/08 to 07/22; Employment Adjudicator III with Illinois Department of Employment Security, 05/01–05/04.

(Section Break)

In Case of Emergency

Whom should we notify?

Name	[redacted]
Relationship to Applicant	[redacted]
Home Phone	[redacted]
Work Phone	*Field not completed.*
Physician's Name	*Field not completed.*
Phone	*Field not completed.*
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I hereby agree to the Authorization and Release set forth on this date.	1/15/2024

For additional information, you may call the City Clerk at (661) 267-5151.

TIRA MCINTOSH-LAMPKINS

LINKED IN: [redacted]

February 2. 2024

Tira McIntosh-Lampkins
[redacted]

City of Palmdale
38300 Sierra Highway
Palmdale, CA, 93550

Dear City Clerk,

I am writing to express my interest in serving as a public member on the City of Palmdale Audit Committee. Throughout my public administration career I have had the privilege of working with public officials as well as servicing the public, sometimes in contentious interactions. Through this experience I developed a keen understanding of the political landscape and honed my ability to navigate the nuanced and often delicate communications typical of political settings.

Throughout my career, I have developed a comprehensive understanding of the complexities involved in government operations and compliance and I am committed to transparency and ethics. Although I am not a certified public accountant, my involvement in the financial aspects of government programs, grants, and consulting small businesses has endowed me with a grasp of accounting principles, financial reporting, and internal controls. This experience, combined with my analytical skills, positions me to effectively contribute to the Audit Committee's objectives.

Moreover, my role as a liaison between various stakeholders has refined my communication skills, enabling me to disseminate complex information in an accessible manner. I am excited to contribute to the Audit Committee’s goal of clarity and transparency and eager to bring my experience, along with my dedication to public interest and good governance, to the Audit Committee.

Thank you for considering my candidacy for this important role. I am enthusiastic about the opportunity to contribute to the City of Palmdale's continued success and governance excellence.

Sincerely,

Tira McIntosh-Lampkins

BIOGRAPHY



Tira McIntosh is a consummate Public Administration Professional. Her first career position as a Fraud Administrator for Cellular One Chicago provided her initial experiences conducting investigatory interviews; servicing customers; and performing various administrative tasks including data collection & analysis. From then to now, twenty-six years later, she has cultivated her administrative skillset through hands on training, experience, formal education, and execution.

To elevate her capabilities, she set forth achieving various educational goals. During her studies she completed multiple internships on multiple Senators' campaigns where she was part of the Political Action Committee which ensured the compliance of political donations with federal campaign finance rules. Her success in roles supporting her community earned her a member role on the Small Business Taskforce for an Illinois Congressman where she handled local media appearances and marketing activities; collaborated with the small business; and planned trainings and meeting to enhance small businesses. As she traversed her career, she solidified positions in line with her educational pursuits. She became a Community Service Officer for the Gurnee Police Department where she embraced working in ethnically and culturally diverse communities.

Passionate about being a public servant she joined the Illinois Department of Employment Security as a Program Representative and within a year was promoted to an Adjudicator. She found personal fulfillment providing accurate, equitable, responsible, and compassionate service to the public. Tira also served as an union steward for AFSCME Council 31, working with members and management to ensure compliance with the Collective Bargaining Agreement. She left the State of Illinois to pursue ownership of her own small business. She returned to public service as an advocate for disabled youth in the custody of the State of Illinois where she supervised a team of five case aides whom she cherished as key contributors to her ability to achieve the organizations goals. In 2008 she joined Social Security Administration where she remained for fourteen years gaining a wealth of knowledge, skills, and training. Cumulatively Tira possesses twenty plus years of experience researching policy, and laws. She maintained a 98% Performance Quality Review and participated in several development opportunities including a detail in Civil Rights and Equal Opportunity Services and completed a management development program. She welcomes challenges and believes problems are an opportunity to redefine, reevaluate, and reimagine on the road to proposing workable solutions. In August 2023 she became a Program and Management Analyst for the Department of Housing and Urban Development.

Tira is an expert communicator and is successful at building connections, fostering relationships, and functioning as a liaison. She is proud of her concierge approach to servicing the public while supporting positive community engagement. Integrity and empathy have been a cornerstone of her professional ethos, reflecting her deep commitment to inclusiveness and fairness while fostering a sense of trust and respect between the public and the institution she represents. Her experience in private industry, self-employment, government, and volunteer undertakings demonstrates her adaptability. She's managed a workforce of up to 10 individual team contributors at a time improving employee relations through servant leadership. She is self- motivated and incorporates technology to maximize delegation of task and to enhance time management metrics. Tira has a passion for mentorship and guidance which led her to lecture at LA Trade Tech College on and become an instructor at Inland Empire Institute of Business & Technology.

In her leisure time she is passionate about volunteering and youth guidance. She enjoys playing tennis; sewing; reading; and family vacations with her son, her spouse, and family.

TIRA MCINTOSH LAMPKINS

[redacted]
[redacted]
[redacted]
Online Profile
[redacted]

PROFESSIONAL SUMMARY

Consummate professional with an accomplished background inspiring, motivating, and leading teams to make effective decisions. Skilled in analyzing problems and implementing practical solutions, multitasking, adapting to swift workload changes, and executing an array of complex and technical administrative tasks. Committed to fostering a culture of responsibility and accountability.

SKILLS

- Complex/Technical Administrative aptitude
- Strong Researcher
- Effective Communicator, Public Speaker
- Relationship Builder,Liaison
- Regulatory & Policy Compliance
- HR generalist functions
- Budget creation and oversight
- Grant and Proposal Writing
- Community Engagement
- Policy Analysis & Interpretation
- Organizational Leadership
- Proficient in MS Teams, Outlook, MS Office

CERTIFICATIONS

- Licensed Illinois Realtor, October 2018 to present
- Ethics Compliance Training, Illinois Dept. of Professional Regulations & National Assoc. of Realtors
- Community Service Officer Certificate, Lake County Community College for Gurnee Police Department
- H.E.A.T Customer Service Training
- Conflict Resolution Training, Social Security Administration
- Leaders learning to Lead, Social Security Administration
- Civil Rights Equal Opportunity

WORK HISTORY

U.S. Dept. Of Housing And Urban Development - Management and Program Analyst, GS 9
Remote • 08/2023 - Current

- Analyze unstructured information to derive key insights.
- Validate results and perform quality assurance to assess data accuracy.
- Interpret and explain policies from the 4000.1 Handbook and mortgage letters governing FHA-approved lenders.
- Utilize critical thinking and logic skills to analyze lender service operations and make decisions regarding document submission.
- Consult with underwriters to aid in resolving mortgage application problems.
- Maintain knowledge of loan products, underwriting, processing procedures, and general guidelines.

Social Security Administration - Social Insurance Specialist, GS 11(05/16 to 07/22
Chicago, IL • 04/2008 - 07/2022

- Interpret, explain, and administer Titles II,XVI, and XVIII of Social Security Act.
- Provide policy advice and create training tools to keep team abreast of changes to SSA programs.
- Affirm or deny benefit eligibility based on thorough investigations and process adjudication actions for immediate release from SSA Trust Fund.
- Investigate financial assets, income, medical records, and other sensitive data and extract confidential data from external government systems.
- Assess, evaluate, monitor, and ensure compliance with SSA policies, laws, regulations, and guidance.
- Conduct interviews and ensure compliance with all policies, applicable laws, and precedents.
- Perform various technical and complex administrative tasks.
- Maintain performance-quality review rate of 98%
- Provide advice on complex program issues to management.
- Keep abreast of SSA's broad, complex program issues and new policies, and create and conduct training.

Developmental Training, Social Security Administration

EDUCATION

Roosevelt University
Chicago, IL • 05/2017

***Post Baccalaureate*:** Legal Studies
ABA-approved program of education and training in concepts of substantive procedural law, ethics, legal research, legal concepts, litigation support, contracts, and composition of legal documents.

- Graduated w/ Honors Paralegal Certificate

Roosevelt University
Chicago, IL • 05/2005

***Bachelor of Science*:** Political Science
Study of political systems, political behavior. Topics of study included public policy. Minored in study in public administration focused on implementation, management and coordination of government policies and programs including topics of public management, public policy analyses, public finance, organizational behavior, leadership and public law.

- Conduct research to appropriately apply precedents to federal claim processing.

Maximus - Public Benefit Advocate
Chicago, IL • 12/2006 - 03/2008

- Prepare clear and comprehensive correspondence, detailed reports, presentations, and detail case summary narratives.
- Build collaborative relationships with education staff, case workers, foster parents and State of Illinois Dept. of Children and Family management level officials.
- Communicate orally, in writing, through graphic representations and statistical summaries.
- Liaise amongst multiple internal/external stakeholders, Social Security Administration and Dept. of Disability Services.
- Perform extensive field work and adhere to FOIA & HIPPA requirements.
- Maintain 78% Disability Determination Services approval rating for submitted disability applications.
- Supervise five Case Aides, assist with HR-related tasks including pay & attendance, recruitment, training, and performance evaluations.

Empowering Success Now - Board Member
Fontana, CA • 08/2011 - Current

- Serve as advocate and ambassador for organization by fully engaging, identifying and securing resources and partnerships to advance mission.
- Provide asynchronous and synchronous instruction in workforce development skills on CANVAS platform.
- Interview, supervise and motivate over thirty staff members to achieve optimal productivity.
- Perform recruitment and development activities.
- Conduct extensive research to attain qualitative and quantitative data to create detail proposals.
- Author grants generating $1.5 million+ in funding for 2021/2 fiscal years.
- Establish budgets for programs and monitor expenditures to assure compliance with grant and contracts.
- Prepare and present reports to inform board on organizational progress and goals.

Superior Real Estate Network - Realtor
Oak Forest, IL • 10/2018 - 11/2023

- Conduct Comparative Market Analyses to inform prospective clients on current market activities and conditions.
- Assured real estate transactions adhere to federal and state Dept. of Housing laws.
- Educate clients on processes while guiding them through steps of acquiring real property.
- Explain short sales processes, mortgage loan processing, and foreclosures.
- Stay up-to-date on property environmental regulations and inspect new properties for adherence to emerging codes.
- Perform project management services for investor clients rehabilitating properties for higher-value sales.

Rochelle Scott

From: noreply@civicplus.com
Sent: Wednesday, April 24, 2024 3:05 AM
To: City Clerk Department
Subject: Online Form Submittal: Audit Committee Public Member Recruitment

CAUTION: This email originated from outside of the organization.

Audit Committee Public Member Recruitment

Name	Laura Rose District 3
Address	[redacted]
City	[redacted]
Zip Code	[redacted]
Home Phone	[redacted]
Business Phone	*Field not completed.*
Occupation	Self employed
Why are you interested in this position?	I'm applying for the audit board because of my strong commitment to public accountability. I've been independently reviewing the city's financials for some time now, as a way to stay informed and contribute to fiscal transparency in our community.
Have you had previous public service experience on a board, commission, or public body? If so, indicate the public agency, title, position, and duties.	No.
Are you a Certified Public Accountant or have had previous experience in accounting, auditing, financial reporting, and internal controls? If so,	No, I'm not a CPA. I've always been interested in ensuring responsible use of public funds. This led me to delve into the city's financial statements on my own time. I believe this independent analysis, along with my strong understanding of accounting principles, would make me a valuable asset. This experience had also given me a strong understanding of the city's finances, accounting practices, and internal controls such

briefly explain your experience.	as revenue streams, budgeting process and expense categories.
Have you read the guidelines of the Audit Committee pursuant to Section No. 3.05 of the Palmdale Municipal Code? If so, briefly explain the purpose of the Audit Committee.	Yes. Responsible for overseeing and monitoring the cities financial reporting. Recommend to the city council the retention of removal of the auditor. Recommend the city auditors yearly Salary, and directing and reviewing the city auditors work.
If you wish, you may attach a copy of your resume to this application	*Field not completed.*
Signature	LRose
Date	4/24/2024
	(Section Break)
Volunteer Information	
REASONABLE ACCOMMODATIONS:	No
	(Section Break)
Foreign Languages	
Foreign Language 1	*Field not completed.*
Foreign Language 1	*Field not completed.*
Foreign Language 2	*Field not completed.*
Foreign Language 2	*Field not completed.*
	(Section Break)
Skills and Training	
Specialized training/skills	Data analysis, forensic analysis, ability to interpret and utilize statistical data, OSINT research skills
Computer Skills	Word, Photoshop, Excel, Access , PowerPoint, Publisher, Other

Other Skills	Attention to detail. Graphic design
Is any or all of your volunteer time to be credited toward a project, certification or degree program for a school, community organization or religious program?	No
Previous Volunteer/ Work Experience as it relates to your volunteer interests:	N/A

(Section Break)

In Case of Emergency

Whom should we notify?

Name	[redacted]
Relationship to Applicant	[redacted]
Home Phone	[redacted]
Work Phone	*Field not completed.*
Physician's Name	*Field not completed.*
Phone	*Field not completed.*
Do you have any medical history that we should be aware of in the event of an emergency? (Allergies, medications, etc.)	[redacted]

Authorization and Release

I certify that all statements on this application are true and complete. I authorize the City of Palmdale to investigate any information in this application. As part of the final selection process, I must 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 determining my suitability for particular types of work as an Audit Committee Member/Volunteer work and that such information collected during the check will be kept confidential. I understand that false or misleading statements shall be sufficient grounds for disqualification.

As a City Volunteer, I understand that as a volunteer, I am offering the services of my own free will without any expectation of compensation, benefits, or insurance (unless otherwise noted). I voluntarily agree to participate as a volunteer.

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 activities as an Audit Committee Member/Volunteer 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 date.	4/24/2024

For additional information, you may call the City Clerk at (661) 267-5151.

Email not displaying correctly? View it in your browser.

From: noreply@civicplus.com
To: City Clerk Department
Subject: Online Form Submittal: Audit Committee Public Member Recruitment
Date: Thursday, May 2, 2024 6:52:08 PM

CAUTION: This email originated from outside of the organization.

Audit Committee Public Member Recruitment

Name	Cinthia Zelaya District 1
Address	[redacted]
City	[redacted]
Zip Code	[redacted]
Home Phone	[redacted]
Business Phone	[redacted]
Occupation	Customer services Representative
Why are you interested in this position?	Looking for an opportunity in town
Have you had previous public service experience on a board, commission, or public body? If so, indicate the public agency, title, position, and duties.	Yes. I am a human resource professional with five year of experience in leadership. I truly believe I am a great candidate for this position.
Are you a Certified Public Accountant or have had previous experience in accounting, auditing, financial reporting, and internal controls? If so, briefly explain your experience.	I am a public accountant in my home country Honduras , I have ten (10) years of experience in accounting/banking .
Have you read the guidelines of the Audit Committee pursuant to Section No. 3.05 of the Palmdale Municipal	Yes, the main purpose of the code is to keep transparency and traceability for every project meeting budget requirements.

Code? If so, briefly explain the purpose of the Audit Committee.	
If you wish, you may attach a copy of your resume to this application	
Signature	Cinthia Zelaya
Date	5/2/2024
	(Section Break)
Volunteer Information	
REASONABLE ACCOMMODATIONS:	No
	(Section Break)
Foreign Languages	
Foreign Language 1	English
Foreign Language 1	Speak, Read, Write
Foreign Language 2	Spanish
Foreign Language 2	Speak
	(Section Break)
Skills and Training	
Specialized training/skills	Management, accounting, human resource, time management . Excel, team building, working with different generations, safety training by OSHA.
Computer Skills	Word, Photoshop, Excel, Adobe Creator, Access , PowerPoint, Publisher, Other
Other Skills	Oracle, M2M, etc
Is any or all of your volunteer time to be credited toward a project, certification or degree program for a school, community organization or	Yes

religious program?	
Please list	I am currently collaborating with the Non credit program at the college of the canyons.
Previous Volunteer/ Work Experience as it relates to your volunteer interests:	I collaborate with the community throughout my church assembly.

(Section Break)

In Case of Emergency
Whom should we notify?

Name	[redacted]
Relationship to Applicant	[redacted]
Home Phone	[redacted]
Work Phone	*Field not completed.*
Physician's Name	*Field not completed.*
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]

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(unless otherwise noted). I voluntarily agree to participate as a volunteer.

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I hereby agree to the Authorization and Release set forth on this date.	5/2/2024

For additional information, you may call the City Clerk at (661) 267-5151.

Email not displaying correctly? View it in your browser.

CINTHIA A ZELAYA

[redacted]

PROFESSIONAL SUMMARY

10 Years of experience performing accounting clerical duties including financial, record keeping, and scheduling, Detailed oriented with the ability to efficiently. The set of skills, gifts, and talents for working with human capital from multicultural backgrounds will lead to becoming an asset for the company. Well-qualified Human Resources /Accounting professional with proven success in improving operations and solving problems. Highly proficient in building lasting relationships with key decision-makers, customers and team members to further company goals. Ready to leverage training and experience to take on new professional challenges.

SKILLS

- Over 10 years of professional experience performing accounting clerical duties
- Office experience includes typing (40wpm), filing, creating reports, answering phones, scheduling appointments, mailings, and database management
- Computer proficient in both Mac and PC platforms, with experience using Microsoft Word, Excel, PowerPoint, M2M, Monica, and Oracle Software, and online research
- Excellent verbal and written communication skills
- Highly organized, with proven ability to manage multiple tasks in fast-paced work environments
- Equally skilled in working independently, under pressure
- Time Management
- Workforce Planning
- Customer Relations
- Audit Financial Records
- Typing and 10-Key Entry

EDUCATION

College of The Canyons
Valencia, CA • 03/2022

Certificate of Completion Managing Difficult people Received

WORK HISTORY

FRALOCK - Assistance Production Supervisor
Valencia, CA • 07/2019 - Current

- Reviewing payroll sheets, vacation time, sick time, and absences
- Assisting new employees with answering questions regarding payroll and personnel procedures, programs and changes in status
- File financial and statistical data; maintain financial records and through M2M and Oracle programs, keep records of documents involved in financial transactions
- Keep track of leave time, such as vacation, personal, and sick leave, for employees
- Audit, process, and file accounts to ensure time cards are accurate and correct
- Trained staff of direct labor employees to perform assembly and manufacture of specified products.
- Achieved on-time shipments goal by empowering employees to continued success.
- Accomplished targets and met demand by assessing equipment performance, reviewing materials supplies, and organizing manpower.
- Evaluated team member performance regularly to identify and resolve productivity concerns.
- Resolved issues quickly to maintain productivity goals.
- Implemented cost-saving initiatives to reduce production costs while maintaining high-quality standards.
- Organized new employee orientation schedules for new hires.
- Developed and implemented policies and procedures to use for recruitment, employee relations, and benefits administration.
- Monitored employee attendance and performance to verify punctuality and absences, addressing issues in accordance with company policies and procedures.
- Coordinated employee training programs to improve productivity and performance.
- Set up orientations and initial training for new employees.
- Tracked various statistics and kept detailed records to support human resources department.

College of The Canyons
Valencia, CA • 03/2022

Certificate of Completion Supervisor Skills Received

College of The Canyons
Valencia, CA • 07/2022

Certificate of Completion Developing People Received: Managing Difficult People

Universidad Catolica De Honduras
Honduras CA • 12/2013

Bachelor of Arts: Business Administration And Management

College of The Canyons
Valencia, CA • Expected in 07/2024

Certificate of Completion Leading Kaisen Events Received

College of The Canyons
Valencia, CA • Expected in 06/2024

Associate of Arts Degree: Accounting

College of The Canyons
Valencia, CA • 06/2023

Associate of Arts Degree: Human Resources

College of The Canyons
Valencia, CA • 04/2022

Human Services Certificate

College of The Canyons
Valencia, CA • 05/2021

Certificate of Completion Customer Relations Received: Supervisor Skills

AFFILIATIONS

- Society of Human Resource Management
- Professional Human Resources Association
- National Society of Leadership and Success

Aerospace Assembler Donaldson Company INC
Valencia, CA • 05/2018 - 07/2019

- Recorded information, shortages, and discrepancies to keep records current and accurate.
- Kept documentation and records accurate and up-to-date with latest data to prevent errors in processing or delivery.
- Used hand-held devices and computers to record and monitor inventory levels and completed audits to uncover and address inaccuracies.
- Evaluated supplies and product inventory to check for quality and quantity issues and returned unacceptable materials to vendors.
- Evaluated incoming shipments for quality issues and processed unacceptable materials for return.
- Maintained inventory count, tracked usage, and documented variances.

Donaldson Company INC - Inventory Clerk
Valencia, CA • 07/2016 - 04/2018

- Recorded information, shortages, and discrepancies to keep records current and accurate.
- Evaluated supplies and product inventory to check for quality and quantity issues and returned unacceptable materials to vendors.
- Verified incoming products and checked delivery totals to keep system records current and accurate.
- Completed physical inventory counts each month.
- Maintained inventory count, tracked usage, and documented variances.
- Performed data entry and completed proper paperwork.
- Developed and implemented strategies to keep stocks organized and reduce excess inventory.
- Collaborated with the procurement team to establish steady supply of inventory.
- Analyzed inventory trends to identify and prepare for potential issues and discrepancies.
- Developed materials to educate staff on proper inventory management techniques.
- Completed stock inventories to identify and address issues negatively impacting controls.

Donaldson Company INC - Shipping and Receiving Clerk
Valencia, CA • 07/2015 - 07/2016

- Handled high-volume paperwork and collaborated with administrators to resolve invoicing and shipping problems.
- Completed basic mathematical calculations to check weights and dimensions of shipments.
- Inspected merchandise and sent damaged pieces for repair before shipment.
- Reviewed order data to verify transactions and shipping dates.
- Conducted counts and audits of inventories to identify and resolve discrepancies in records.
- Monitored scheduled shipment dates to achieve timely delivery, expediting as necessary, and communicating variances to customers.
- Collaborated with internal departments to verify customer satisfaction and order accuracy.
- Communicated with vendors and suppliers to verify timely delivery of goods.
- Analyzed data to prepare reports and identify process improvements.

- **Clarita, Novacap INC - Shipping and Receiving Clerk**
  Santa Clarita, CA • 02/2012 - 11/2014

- Received incoming shipments, compared contents against associated records, and transmitted to proper department.
- Operated equipment such as forklifts and balers to move outgoing shipments to loading area.
- Monitored scheduled shipment dates to achieve timely delivery, expedited as necessary, and communicating variances to customers.
- Reviewed order data to verify transactions and shipping dates.
- Utilized forklift or pallet truck to load, unload, transport and store goods.
- Rejected damaged items, recorded shortages and corresponded with shippers to rectify issues.
- Partnered with representatives from different carriers to arrange materials shipments.
- Inspected incoming and outgoing shipments to identify discrepancies with records.
- Supported reporting, accounting and record keeping staff with accurate updates regarding shipment information.

Ficensa Bank - Accountant
CA • 01/2006 - 01/2012

- Reconciled accounts and reviewed expense data, net worth, and assets.
- Completed daily cash functions like account tracking, payroll and wage allocations, budgeting, donating, and cash, and banking reconciliations.
- Documented cash, credit, fixed assets, accrued expenses, and line of credit transactions.
- Gathered financial information, prepared documents, and closed books.
- Evaluated and improved financial records to make important business decisions.
- Used advanced software to prepare documents, reports, and presentations.
- Reviewed business operations and obligations to help organization function at acceptable level.
- Leveraged finance knowledge to strengthen controls and improve transparency.
- Prepared and filed tax forms to meet needs of customers.
-
- **LANGUAGES**

Spanish

Native or Bilingual

English

Professional Working

City Council Staff Report

DATE: **JUNE 5, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **CITY MANAGER DEPARTMENT**
CITY CLERK DIVISION

DISTRICT: **ALL**

SUBJECT: **APPROVE REAPPOINTMENTS TO THE LIBRARY BOARD**

RECOMMENDATION

Approve the reappointment of Deborah Rutkowski-Hines and Delores J. Morris to serve as trustees on the Library Board for a three-year term that expires on June 30, 2027.

BACKGROUND

The Library Board appointments are made in accordance with Section 2.32.020 of the Palmdale Municipal Code (PMC). The Board comprises five (5) members, to be appointed by the Mayor with majority approval of the City Council in accordance with PMC Section 2.08.030. The Board operates under the California Education Code Sections 18900 - 18927. Members serve a three-year term and must reside in the City of Palmdale.

DISCUSSION

The term for Trustees Deborah Rutkowski-Hines and Delores J. Morris expires on June 30, 2024. They have provided written confirmation to the City Clerk of their intent to continue serving the City Council in this capacity for an additional three-year term that expires on June 30, 2027.

FISCAL IMPACT

$3,000; Board members receive $100 per meeting, and the Chair receives $150 budgeted in account 10118001. Meetings are held on the second Wednesday of the month.

STRATEGIC PLAN

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

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

Goal IV: Maintain a desirable community where everyone wants to live, work and play.

B. Provide inclusive access to a variety of supportive services that build a resilient and healthy community.

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

ATTACHMENTS:

None

City Council Staff Report

DATE: **JUNE 5, 2024**

TO: **HONORABLE MAYOR AND CITY COUNCIL**

FROM: **CITY COUNCIL AND CITY ATTORNEY OFFICE**

DISTRICT: **ALL**

SUBJECT: **CONSIDER AND APPROVE THE EXECUTION OF THE FIRST AMENDMENT TO CITY MANAGER EMPLOYMENT AGREEMENT: UPDATE TERMS OF EMPLOYMENT; NO CHANGE IN BASE SALARY**

RECOMMENDATION

Staff recommends that the City Council:

1. Approve First Amendment to City Manager Employment Agreement No. A-8218; and,

2. Authorize the Mayor to execute Agreement No. A-8218, including any minimal and/or non-substantial changes.

BACKGROUND

The City Council appointed Ms. Ronda Perez as City Manager effective on January 28, 2023. In the almost one and a half years of her service to the City of Palmdale, this City Council has been well pleased with her leadership, management, responsiveness, and success in advancing City Council policy priorities.

At this time, this City Council wishes to both demonstrate its support and commitment to its relationship with City Manager Perez and to refine a limited number of matters in the existing contract. It is important to stress that there is no base salary increase included in these amendments. The base salary established in the original contract remains constant and the updating and clarification of existing terms and conditions is the main goal of the proposed revisions.

An important additional component of the proposed revisions is the inclusion and implementation of the letter and spirit of the City Council's adopted Code of Conduct and meeting management policies, recognizing that civil discourse from all parties, including the City Council, the City staff, and the public, is desirable. Giving City

executives the assurance of the City Council will provide a plethora of benefits to the City in all aspects. The supermajority requirement of four affirmative votes to terminate the manager, as well as the recognition that the mutually respectful and positive support for the City's chief executives sends a powerful message as to the support and respect for the City Managers and, in turn, all City employees and members of the public.

All the recommended changes further the City's management and leadership.

DISCUSSION

Reference background section.

FISCAL IMPACT

The fiscal impact is consistent with the Agreement's expected, intended, and present terms.

STRATEGIC PLAN

Prepared by:	William P. Curley, III, City Attorney
Certified as to availability of Funds:	Janelle Samson, Director of Operations
Approved by:	William P. Curley, III, City Attorney
Approved as to form:	William P. Curley, III, City Attorney

ATTACHMENTS

Agrmt No. A-8218 First Amendment to CM Employment Agreement

FIRST AMENDMENT TO
CITY MANAGER EMPLOYMENT AGREEMENT
(A-8218)

1. Intent of the Parties

The City of Palmdale, a California chartered City, and Ronda Perez, have previously entered into that certain City Manager employment agreement dated January 18, 2023, for reference and for purposes of this First Amendment to City Manager Employment Agreement (A-8218).

The City of Palmdale and Ronda Perez now desire and intend to amend the January 18, 2023 contract to reflect subsequent mutually recognized refinements that will result in an enhanced employment relationship that will benefit all parties to this First Amendment to City Manager Employment Agreement.

The existing contract is to be amended only as and in the sections identified hereunder, which reference the corresponding sections in the January 18, 2023 contract. No other terms, conditions, duties, obligations, performances, or promises as are set forth in the January 18, 2023 contract are amended, directly, or indirectly, by this First Amendment to City Manager Employment Contract.

These Amendments will ensure that the applicable statutes, policies, contractual obligations, intended consideration and benefits and resources intend to facilitate and enhance the performance of the provision of City Manager services to the best of the parties abilities.

2. NOW THEREFORE, in consideration of the mutual covenants and promises set forth herein the January 18, 2023 Agreement and in this First Amendment thereto, the parties agree as follows as regards to the specified amendments:

A) In all respects as are set forth in Section 1 of this Agreement, which Section 1 is hereby incorporated by reference herein.

B) Revised Section 4a shall read as follows:

> At Will Employment. Employee is an unclassified employee who serves at the pleasure of the City Council and is employed on an at-will basis. The parties acknowledge that the City's Human Resources Rules and Regulations expressly exclude the City Manager from its provisions regarding termination and discipline of City employees. The Council may terminate Employee's employment with the City and this Agreement at any time, with or without cause, upon thirty (30) days written notice to Employee <u>after the City Council votes, by four (4) affirmative votes, to terminate Employee.</u>

C) Revised Section 12A shall read as follows:

> PERS 2% at 62. The Employee shall continually be enrolled in the California Public Employees' Retirement System (CalPERS) of the applicable two percent (2%) @ age 62 formula. Employee shall pay the employee contribution as specified by CalPERS.

D) Section 12D is revised to balance and offset the conversion of Section 12A to the CalPERS program feasibly available to the Employer. The parties hereto mutually are contributing valuable consideration for this exchange of retirement benefits.
Revised Section 12D shall read as follows:

> Employee shall be able to participate in City's (Employer) 401(a) retirement plan wherein City shall contribute annually, the maximum amount allowed by law, for the Employee contribution and for the Employers matching contribution. Employer shall advise Employee of the total amount contributed. All contributions shall be consistent with the rules and regulations of the Plan, as set forth, time to time, by the United States Department of the Treasury, Internal Revenue Service Division.

E) Section 12F is removed in its entirety to establish internal consistency within the Agreement.

F) Section 14 is amended by the addition of a new Subsection 14C. This provision will ensure a reliable, secure and beneficial connectivity between the Employee and the City at all times and regardless of geographical, environment or emerging circumstances.
Revised Section 14C shall read:

> C. Technology, connectivity, and networks. To maximize and assure Employer and Employee remain in regular, secure and reliable communication, Employee is annually able to purchase, lease, obtain services and related devices and services in an amount not to exceed Four Thousand Dollars ($4,000).

G) Section 19 is amended by the addition of a new subsection E. This reflects the City Council's and City Manager's mutual agreement that cordiality and civility is due from all parties and the public for those in public service to the City and its residents. This provision implements the directions in the City Council's Code of Conduct.
Revised Section 19E shall read:

> E. Mutual Support. Each Party agrees they owe the other respect, support, and cooperation in their respective service to the City of Palmdale, the residents and

taxpayers of the City of Palmdale and the business community of the City of Palmdale. At all times, each Party shall support the other, and consistent with the law, publicly support the other.

Further, in the event the City terminates Perez for any reason, or no reason, or if Perez resigns, each Party agrees that no member of the City Council, the City Management staff, nor Perez, shall make any written, oral or electronic statement to any member of the public, the press or any City employee concerning Perez's separation except in the form of a, then initially drafted, joint press release the content of which is mutually agreeable to the City and Perez. Each party may verbally repeat the substance of the joint press release or statement in response to any inquiry.

IN WITNESS WHEREOF, the Employee has caused this Agreement to be executed in duplicate on its behalf by its Mayor, and duly attested by its City Clerk, and the Employee has executed this Agreement, all as of the day of year first above written.

EMPLOYEE:

_____
Ronda Perez

EMPLOYER:
CITY OF PALMDALE

_____
Mayor Austin Bishop

ATTEST:

_____
Roxanne Faber, City Clerk

APPROVED AS TO FORM

_____
William P. Curley, III, City Attorney

CITY OF PALMDALE
OFFICE OF THE CITY COUNCIL

M E M O R A N D U M

TO: City Clerk

FROM: Austin Bishop, Mayor

SUBJECT: Monthly Informational Report – Events and Meetings

DATE: June 5, 2024

During the period May 1, through May 31, 2024, I attended the following meetings and events:

May 1: Regular City Council Meeting

May 1: Status Report Meeting with City Manager & City Attorney

May 2: National Day of Prayer Breakfast-Antelope Valley Hispanic Chamber

May 2: AV Pray Event at Highlands Church

May 3: AV Law Appreciation Day

May 3: Stratolaunch Company Family Day

May 4: Assemblymember Juan Carrillo One Year Palmdale Office Anniversary

May 4: 25th Annual Fire Service Day

May 5: AQMNI & Disrumpo Community Paint Day

May 7: Budget Briefings with Staff

May 8: Spanish Talk Radio

May 8: Council Briefings re: Agenda Items

May 9: County Sanitation Districts 14 and 20 Board Meetings

May 9: AVUHSD 4.0 Ceremony, AV Fair & Event Center

May 11: Homes4 Families WE Build 2024

May 11: SB1383 Organics Workshop

May 11: YMCA Healthy Families Day

May 11: USPS Stamp Out Hunger

May 14:	Family Promise Homeless Services
May 14:	iServe Graduation
May 15:	Regular City Council Meeting
May 18:	High Desert Beer and Wine Festival
May 18:	AV Sheriff's Boosters Casino Night
May 19-22:	ICSC Las Vegas
May 24:	American Red Cross Blood and Platelet Donation Ribbon Cutting
May 27:	Memorial Day Ceremony
May 28:	Young Entrepreneurs Academy Graduation
May 29:	Council Briefings re: Agenda Items
May 30:	Palmdale Blvd/SR 14 Groundbreaking Ceremony

CITY OF PALMDALE
OFFICE OF THE CITY COUNCIL

M E M O R A N D U M

TO: City Clerk

FROM: Laura Bettencourt, Councilmember

SUBJECT: Monthly Informational Report – Events and Meetings

DATE: June 5, 2024

During the period May 1, through May 31, 2024, I attended the following meetings and events:

May 1: Status Report Meeting with City Manager and City Attorney

May 1: Regular City Council Meeting

May 4: Assemblymember Juan Carrillo One Year Office Anniversary

May 5: AQMNI & Disrumpo Community Paint Day

May 7: Council Budget Briefing with Staff

May 11: Homes4 Families WE Build 2024

May 11: USPS Stamp Out Hunger

May 13: Council Briefing re: Agenda Items

May 15: Regular City Council Meeting

May 27: Memorial Day Ceremony

May 29: Council Briefings re: Agenda Items

May 30: Palmdale Blvd/SR 14 Groundbreaking Ceremony

CITY OF PALMDALE
OFFICE OF THE CITY COUNCIL

M E M O R A N D U M

TO: City Clerk

FROM: Richard Loa, Mayor Pro Tem

SUBJECT: Monthly Informational Report – Events and Meetings

DATE: June 5, 2024

During the period May 1, through May 31, 2024, I attended the following meetings and events:

May 1: Status Report Meeting with City Manager and City Attorney

May 1: Regular City Council Meeting

May 7: Council Budget Briefings with Staff

May 13: Metro FY25 Unmet Needs Hearing

May 13: Council Briefings re: Agenda Items

May 14: iServe Graduation

May 15: Regular City Council Meeting

May 17: USL Crest Reveal Party

May 18: High Desert Beer and Wine Festival

May 18: AV Sheriff's Boosters Casino Night

May 19-22: ICSC Las Vegas

May 24: Executive Committee for Regional Homeless Alignment in DTLA

May 27: Memorial Day Ceremony

May 28: AVTA Board Meeting

May 30: Palmdale Blvd/SR 14 Groundbreaking Ceremony

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: June 5, 2024

During the period May 1, through May 31, 2024, I attended the following meetings and events:

May 1: Status Report Meeting with City Manager and City Attorney

May 1: Regular City Council Meeting

May 3: AV Law Appreciation Day

May 3: Farmers Market/Cinco De Mayo Fiesta at Oasis Park

May 7: Council Budget Briefings with Staff

May 8: Council Briefings re: Agenda Items

May 8: Spanish Talk Radio

May 9: AVUHSD 4.0 Ceremony, AV Fair & Event Center

May 10: Farmers Market

May 11: YMCA Healthy Families Day

May 13: Metro FY25 Unmet Needs Hearing Board Meeting

May 15: Regular City Council Meeting

May 17: USL Crest Reveal Party

May 18: High Desert Beer and Wine Festival

May 18: AV Sheriff's Boosters Casino Night

May 23: Shadow Hills Middle School Promotion Ceremonies

May 27: Memorial Day Ceremony

May 28: AVTA Board Meeting

May 29: Council Briefings re: Agenda Items

May 30: Palmdale Blvd/SR 14 Groundbreaking Ceremony